The County Commission of Upshur County West Virginia, held their regular meeting at the Courthouse Annex on Thursday, March 27, 2014 at 9:00 a.m. JC Raffety called the meeting to order. There were present JC Raffety, Commissioner; Donnie R. Tenney, Commissioner; Troy A. Brady, Commissioner; Megan Pomeroy, County Administrator, Carrie Wallace, Assistant County Administrator and Jacqueline Dinklocker, Secretary. The meeting began with a moment of silent meditation and prayer, followed by the Pledge of Allegiance. All motions passed unanimously unless otherwise stated.

After reading of the minutes, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved the regular meeting minutes of March 20, 2014 as submitted.

After discussion, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved the meeting minutes of the Upshur County Canvass, February 8, 2014 School Levy Election (copy included).

JC Raffety provided a review of correspondence to the WV Department of Transportation from the Upshur County Commission requesting that the ownership of the Upshur County Youth Camp Bridge be transferred to the West Virginia Department of Highways in order to ensure that “inconsistencies in the maintenance and condition of bridges in Upshur County” are eliminated. After discussion, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved and authorized the President to sign and send the correspondence (copy included).

JC Raffety provided a review of the Upshur County 2014-2015 Fiscal Year Budget. After discussion, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved the budget proposal as submitted (copy included).

After discussion, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved Shania Cochran as volunteer for the Lewis-Upshur Animal Control Facility.

After discussion, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved and authorized the President to sign the West Virginia Justice Assistance Grant Program Application and related documents in the amount of $28,000 for the continued funding of the Prevention Resource Officer at the Buckhannon-Upshur Middle School (copy included).

After discussion, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved and authorized the President to sign the West Virginia Division of Homeland Security and Emergency Management, Sub-Grant Award Application and related documents in the amount of $31,242 for the funding of operations for the Office of Emergency Management (copy included).

After discussion, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved and authorized the President to sign the West Virginia Division of Homeland Security and Emergency Management, Sub-Grant Award Application and related documents in the amount of $45,000 (copy included). Grant funds will be used to supply local fire departments with handheld interoperable WV-SIRN capable radios.

After discussion, on motion by Troy A. Brady, seconded by Donnie R. Tenney, the Commission approved and authorized the President to sign the Court Security Grant Application and related documents in the amount of $12,511(copy included). Grant funds will be used to purchase court security equipment.
After discussion, on motion by Troy A. Brady, seconded by Donnie R. Tenney, the Commission approved the following advertising for bids (copies included):

- Courthouse Annex Condensing Unit—Pre-Bid meeting will be held on April 9, 2014. Deadline for the submission of sealed bids is May 8, 2014 by 9:00 am.
- E911 Communications Center Radio Improvements-- Deadline for the submission of sealed bids is April 17, 2014 by 9:00 am.
- WV-SIRN Approved Handheld Radios for Upshur County Office of Emergency Management-- Deadline for the submission of sealed bids is April 10, 2014 by 8:00 am.

Megan Pomeroy reviewed correspondence from E911 Communications Center Director, Steve Linger concerning the successful completion of dispatcher training of Eric J. Sterling, Cassandra W. McManus and Kammie L. Dolan. With completion of training, pay increases will be effective at the rate of $10.00 per hour as of March 23, 2014.

JC Raffety reviewed the following “For Your Information” items: (copies included).

1. Correspondence from City of Buckhannon, Mayor Kenneth Davidson to the Major General James A. Hoyer, Adjutant General, West Virginia Army National Guard requesting consideration for a campus wide smoke free policy at the new Armory complex on Brushy Fork Road
2. Correspondence from West Virginia State Auditor’s Office—Information regarding implementation of Senate Bill 1005, meetings to create methodology for review of the fiscal condition of the county
3. Correspondence from TACTICs (Tucker All Hazards Conference Training in Canaan) requesting a donation of $250—no action taken. JC Raffety advised that the Commission will consider the request with possible action at a future meeting
4. Correspondence from Adrian Public Service District to Ingrid Ferrell, Director, Public Service Commission of West Virginia, concerning Emergency Interim Rates
5. Upshur County E911 Communication Center Reports—February 2014
   - Monthly Call Summary Report
   - Monthly Departmental Summary Report
   - Monthly & YTD Wrecker Report
6. Agendas and/or Notice of Meetings:
   - Upshur County Development Authority - March 26, 2014
7. Meeting Minutes and/or Financial Reports:
   - Upshur County Development Authority -February 19, 2014
8. Meetings:
   - 04/01/2014-6:00 p.m.-Hodgesville PSD
   - 04/01/2014-6:00 p.m.-Elkins Road PSD
   - 04/03/2014-7:00 p.m.-Banks District VFD
   - 04/03/2014-7:00 p.m.-Selbyville VFD
   - 04/08/2014-1:00 p.m.-Adrian VFD
   - 04/08/2014-7:00 p.m.-Ellamore VFD
   - 04/09/2014-7:00 a.m. -Upshur County Development Authority – Exec. Board
   - 04/09/2014-12:00 p.m.-Upshur County Senior Center Board
   - 04/09/2014-1:30 p.m.-Upshur County Conventions & Visitors Bureau
   - 04/09/2014-6:00 p.m.-Upshur County Citizens Corp - CERT
UPSHUR COUNTY COMMISSION MEETING
March 27, 2014

• 04/09/2014-7:30 p.m.-Warren District VFD
• 04/10/2014-3:00 p.m.-Tennerton PSD
• 04/10/2014-4:30 p.m.-Upshur County Safe Sites & Structures Ordinance Board
• 04/10/2014-7:00 p.m.-Adrian PSD
• 04/10/2014-7:30 p.m.-Buckhannon VFD
• 04/11/2014-7:00 a.m. -Buckhannon Upshur Airport Authority
• 04/14/2014-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development
• 04/14/2014-12:00 p.m.-Upshur County Family Resource Network
• 04/14/2014-4:30 p.m.-Upshur County Solid Waste Authority
• 04/14/2014-6:00 p.m.-Buckhannon-Upshur Recreational Park Advisory Board
• 04/14/2014-6:00 p.m.-Buckhannon-Upshur Watershed Association
• 04/14/2014-6:00 p.m.-Lewis-Upshur-Braxton Community Corrections Board
• 04/15/2014-10 a.m.-Mandatory Budget Meeting---Lay the Levy Rate
• 04/15/2014-4:00 p.m. -Upshur County Public Library Board
• 04/15/2014-5:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
• 04/16/2014-7:00 p.m.-Lewis Upshur LEPC
• 04/17/2014-6:30 p.m. -Upshur County Youth Camp Board
• 04/17/2014-6:30 p.m.-Upshur County Fire Board
• 04/20/2014-6:00 p.m.-Washington District VFD
• 04/21/2014-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
• 04/21/2014-7:00 p.m.-Upshur County Fair Association
• 04/23/2014-7:00 a.m. -Upshur County Development Authority – Full Board
• 04/23/2014-10:00 a.m.-James W. Curry Advisory Board
• 04/24/2014-4:00 p.m.-Upshur County Farmland Preservation
• 04/28/2014-10:00 a.m.-Mountain CAP of West Virginia, CDC
• TBA -6:00 p.m.-Upshur County Fire Fighters Association
• TBA-6:00 p.m.-Region VII Planning and Development Council

9. Appointments Needed or Upcoming:
   • Buckhannon Upshur Airport Authority (Vacant Position- 06-30-13)- City
   • Buckhannon-Upshur Recreational Park Advisory Board -(Vacant Position- 06-30-13)- City
   • Buckhannon-Upshur Recreational Park Advisory Board-(Vacant Position- 06-30-14)- City
   • James W. Curry Advisory Board -(Vacant Position- 12-31-13)- County
   • Upshur County Civil Service Board-(Vacant Position- 12-31-13)- Commission
   • UC Enhanced Emergency Telephone Advisory Board-(Vacant Position- 06-30-13)- Community
   • Upshur County Youth Camp Board-(Vacant Position- 05-31-13)-3rd District
   • Upshur County Farmland Preservation Board (Vacant Position- 06-30-13)-Farm Bureau

The Commission approved all invoices for payment (copies included).
The Commission approved all Vacation Orders.
The Commission approved the following Settlements:
• Sarah Arlene Gould-Final Settlement
• Parley E. Humphrey-Final Settlement
• Audrey Mae Osburn-Final Settlement
• Verna Ilene Perry-Final Settlement

The Commission approved the following “Exonerations and/or Refunds”: (copies included)
• Jennifer D. Pfister-#3355-$25.99
• Russell J. or Christina M. Rowan -#3356 Corrective Ticket
• Sue B. Gould-#3357-$60.97
• Robert Lee and Tresia E. Phillips-#3358-$73.42
• Robert Lee and Tresia E. Phillips-#3359-$66.12
• William A. Hamner or Sherry Friend-#3360-$16.52
• Zaccheus Properties, LLC-#2261-$19.96

The Commission approved the following “Consolidation of Land Tracts”: (copies included)
• Buckhannon District-Map 11 Parcel 133 with Map 11 Parcel 134, Map 11 Parcel 135, and Map 11 Parcel 136 to make Map 11 Parcel 133—owners Mark Cunningham and Tracy S. Dunn-Cunningham
• Buckhannon Corporation District-Map 4 Parcel 327 With Map 4 Parcel 327.2 to make Map 4 Parcel 327—Owners Blonda and Hilda Dawson

The Commission recessed at 11:15 a.m.
The Commission reconvened at 1:00 p.m.

Steve Linger, Upshur County E911 Communications Center Director, appeared before the Commission and requested to meet in executive session regarding personnel concerns. At 1:00 p.m., on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission entered executive session per West Virginia Code §6-9A-4. There were present JC Raffety, Donnie R. Tenney, Troy A. Brady, Megan J. Pomeroy, and Steve Linger. The Commission returned to open session at 1:20 p.m. No decisions were made in executive session.

With no further business, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission meeting adjourned at 1:20 p.m.