The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, April 07, 2016 at 9:00 a.m. Terry Cutright called the meeting to order. Present were Terry Cutright, Commissioner; JC Raffety, Commissioner; Troy A. Brady, Commissioner; Carrie Wallace, County Administrator; Tabatha Perry, Assistant County Administrator; and Toni Newman, 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 Troy A. Brady, seconded by JC Raffety, the Commission approved the regular meeting minutes of March 31, 2016 with typographical corrections.

After discussion, on motion by Troy A. Brady, seconded by JC Raffety, the Commission approved and authorized the President to sign correspondence to Thomas W. Bacon expressing the Commission’s appreciation for the removal of debris and clean-up of his property located in Meade Tax District.

After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved and authorized the President to sign correspondence to Patricia Holstein, WV Board of Veterinary Medicine representative, serving as official notification that the Lewis Upshur Animal Control Facility is an entity of county government per the requirements for Certified Animal Euthanasia Technician Training for Dustin Hollen, Animal Control Officer.

Lori Ulderich Harvey, Upshur County Family Resource Network Director and spokesperson for Upshur County Partners in Prevention (PIP), appeared before the Commission and reviewed statistics relating to child abuse, and sexual and domestic violence and read the “Child Abuse Prevention and Awareness Month” and the “Children’s Memorial Flag Day, April 2016” proclamation which memorializes children and teenagers who die violently each year and encourages citizens to become involved in the prevention of child abuse and neglect and designates April 12, 2016 as “Children’s Memorial Flag Day” in Upshur County (copies included). Ms. Ulderich Harvey read “A Prayer for Children”, a poem by Ina Hughes and extended an invitation to the Commission to attend the “Child Abuse and Neglect Prevention and Awareness” luncheon on April 21, 2016. After discussion, on motion by Troy A. Brady, seconded by JC Raffety, the Commission approved the signing of the proclamations.

Addie Helmick, Women’s Aid in Crisis representative, introduced Bobbie Cox who read the “Sexual Assault Awareness Month” proclamation (copy included) which promotes awareness and prevention of sexual violence. After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved and authorized the Commission to sign the proclamation designating April 2016 as “Sexual Assault Awareness Month” in Upshur County and approved their request to display “Sexual Assault Awareness Month” materials in the lobby of the Annex building.

The Commission recessed at 9:30 a.m. for the raising of the Children’s Memorial Flag Ceremony in the Courtyard.

The Commission reconvened at 9:45 a.m.

After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved the appointment of John C. Sencindiver as member of the Upshur County Farmland Protection Board. Mr. Sencindiver’s term will expire on June 30, 2019 (copy included).

Terry Cutright reviewed the following “For Your Information” items (copies included):

2. Upshur County Sheriff’s Financial Statement—February 2016
3. Correspondence from Carole A. McCoy, Atlantic Coast Pipeline representative, regarding an Amendment to its Application for a Certificate of Public Convenience and Necessity that was submitted on March 11, 2016.
4. Mountain Lakes Preservation Alliance—“Manmade Earthquakes are Putting Even More of the Country at Risk” article and correspondence from James R. Mace to the editor of the Weston Democrat dated March 16, 2016
5. Agendas and/or Notice of Meetings:
   • Elkins Road Public Service District—April 5, 2016
   • Buckhannon City Council—April 7, 2016
   • Upshur County Fire Board, Inc.—April 19, 2016
6. Meeting Minutes: None
7. Meetings:
   - 04/05/16-5:30 p.m.-Elkins Road PSD
   - 04/05/16-6:00 p.m.-Hodgesville PSD
   - 04/06/16-7:00 a.m.-Upshur County Development Authority-Executive Board
   - 04/07/16-7:00 p.m.-Banks District VFD
   - 04/07/16-7:00 p.m.-Selbyville VFD
   - 04/11/16-12:00 p.m.-Upshur County Family Resource Network
   - 04/11/16-4:30 p.m.-Upshur County Solid Waste Authority
   - 04/11/16-6:00 p.m.-B-U Recreational Park Advisory Board
   - 04/11/16-6:00 p.m.-Lewis-Upshur Community Corrections Board-Lewis County
   - 04/12/16-6:00 p.m.-Buckhannon River Watershed Association
   - 04/12/16-7:30 p.m.-Adrian VFD
   - 04/13/16-6:00 p.m.-Buckhannon Upshur Board of Health
   - 04/13/16-12:00 p.m.-Upshur County Senior Center Board
   - 04/13/16-1:30 p.m.-Upshur County Conventions & Visitors Bureau-UCDA Office
   - 04/13/16-6:00 p.m.-Upshur County Citizens Corp-CERT
   - 04/13/16-7:00 p.m.-Warren District VFD
   - 04/14/16-1:00 p.m.- Adrian PSD
   - 04/14/16-3:00 p.m.-Tennerton PSD
   - 04/14/16-4:00 p.m.-Upshur County Safe Sites & Structures Ordinance Board
   - 04/14/16-7:30 p.m.-Buckhannon VFD
   - 04/14/16-4:00 p.m.-B-U Airport Authority—meeting held at Airport
   - 04/17/16-6:30 p.m.-Upshur County Youth Camp Board
   - 04/17/16-6:00 p.m.-Washington District VFD
   - 04/18/16-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
   - 04/19/16-4:00 p.m.-Upshur County Public Library Board
   - 04/19/16-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development
   - 04/19/16-6:30 p.m.-Upshur County Fire Board
   - 04/19/16-5:00 p.m.-Upshur County EETAB
   - 04/20/16-7:00 p.m.-Ellamore VFD
   - 04/20/16-12:00 p.m.-Lewis Upshur LEPC—Lewis location
   - 04/20/16-7:00 a.m.-Upshur County Development Authority
   - 04/25/16-10:00 a.m.-Mountain CAP of West Virginia, CDC
   - 04/27/16-10:00 a.m.-James W. Curry Advisory Board
   - 04/28/16-3:30 p.m.-Upshur County Farmland Protection Board
   - TBA—6:00 p.m.-Upshur County Fire Fighters Association
   - TBA-6:00 p.m.- Upshur County Fire Fighters Association
8. Appointments Needed or Upcoming:
   - Upshur County Fire Board (Vacant Position-6-30-16)-1st District Community Representative
   - Upshur County Farmland Preservation Board (Vacant Position-06-30-15)—At Large-Non Farming

The Commission approved all invoices for payment (copies included)
The Commission approved all Vacation Orders
The Commission approved the following “Exonerations and/or Refunds” (copies included):
   - Twin Oak Home Sales, LLC—#3805—$1,268.74
   - Gillian M. or Karim F. Badwan—#3806—$230.58
   - Bret Ann Hensil or Jerold Workman, Jr.—#3807—$26.01
   - Eric McClue or Tiffany Hamner—#3808—$24.38
   - Richard R.or Tammy Anderson—#3809—$23.22
   - Tripoint, LLC—#3810—$27,705.08
   - Jennifer L. Curry—#3811—$16.54
   - Derrick Loughlin—#3812—$222.22

The Commission approved the following “Request to Attend Meeting” (copies included):
   - Carrie Wallace—August 22, 2016
   - Tabatha R. Perry—August 22, 2016
The Commission discussed a road name request submitted by Terri Jo Bennett, Addressing and Mapping Coordinator (copy included). After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved Cabin Path as the private driveway located off of Dudes Hollow Road.

At 11:30 a.m. JAK Kincaid, Citizens Conservation Corps representative, appeared before the Commission and provided a review of the “Reaching the Summit Community Service Initiative”. Mr. Kincaid provided data and information concerning Community Service Projects and requested Upshur County to consider sponsoring Initiative projects. Carrie Wallace suggested several Upshur County projects for consideration. More information can be obtained by visiting the website at www.citizensconservationcorps.org.

The Commission recessed at 12:05 p.m.

The Commission reconvened at 2:00 p.m.

Steve Rawlings, West Virginia Counties Risk Pool (WVCoRP), Group Self Insurance representative, appeared before the Commission and provided a status report/update on continuing coverage with the WVCoRP. Mr. Rawlings provided data and information about services provided by the group.

The Commission recessed at 3:00 p.m.

The Commission reconvened at 3:30 p.m.

Carrie Wallace provided a review of the WYK Associates, Inc. proposal concerning the scope of work and fee schedule for the Architectural/Engineering services for the Courthouse Facilities Improvement Authority project for the “repair/replacement of a portion of the metal shingle roof and two brick chimneys” on the Upshur County Courthouse (copy included). After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved and authorized the President to sign the Proposal in the amount of $21,155.00.

The Commission reviewed office space of the Circuit Court Staff and had a preliminary discussion regarding allocated space for future office of a second district judge and staff. No decisions have been made and will be deferred until after the May primary election.

With no further business, on motion by JC Raffety, seconded by Troy A. Brady, the Commission meeting adjourned at 4:46 p.m.