The County Commission of Upshur County West Virginia, held their regular meeting at the Courthouse Annex on Thursday, May 08, 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; 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 Troy A. Brady, seconded by Donnie R. Tenney, the Commission approved the regular meeting minutes of May 01, 2014 as submitted.

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 Culture and History Grant Agreement in the amount of $10,000 for the benefit of the Upshur County Office of the Circuit Clerk for the purpose of document scanning and indexing of chancery and law case files (copy included). The agreement stipulates that the County is to provide a 10% match of all grant funds expended (copy included).

After discussion, on motion by Troy A. Brady, seconded by Donnie R. Tenney, the Commission approved Timothy N. Hout as volunteer for the Office of Emergency Management.

After discussion, on motion by Troy A. Brady, seconded by Donnie R. Tenney, the Commission approved the application for donated leave for Sarah Humphrey, Deputy Circuit Clerk.

After discussion, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved the termination of employment of Sara J. Loudin as E911 Communications Center Dispatcher effective May 8, 2014 as recommended by Steve Linger, Director of the E911 Communications Center.

After discussion, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved the employment of Judith Williams as part time Head Librarian at the James W. Curry Library effective May 19, 2014 at the rate of $12.00 per hour (copy included).

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

1. Notification of proposed 45 Unit Multifamily Development---Sunny Buck Garden Apartments, Country Club Road, Buckhannon, WV
2. Upshur County Building Permits—April 2014
3. Upshur County Cat Report—April 2014
4. Correspondence from Paul A. Mattox, Secretary of Transportation, Commissioner of Highways concerning the Upshur County Youth Camp Bridge
5. Correspondence from M. Gregory Hefner, First Energy Corp. concerning Mon Power and Potomac Edison’s request for an increase in Base Rates—Overall increase of 9.3%
6. Correspondence from the Office of the Secretary of State—request for update of Public Service District, board information
7. Correspondence from the West Virginia, State Auditor’s Office concerning Senate Bill No. 1005—Authorization of Salary Increase for Elected Officials—Form Available Online
8. Upshur County E911 Communication Center Reports—April 2014
   - Monthly Call Summary Report
   - Monthly Departmental Summary Report
   - Monthly & YTD Wrecker Report
9. Agendas and/or Notice of Meetings:
   - Upshur County Youth Camp— May 1, 2014
   - Elkins Road Public Service District—May 6, 2014
   - Upshur County Development Authority – Executive Board – May 7, 2014
UPSHUR COUNTY COMMISSION MEETING  
May 08, 2014

- Upshur County Fire Board—May 8, 2014
- Upshur County Family Resource Network—May 12, 2014

10. Meeting Minutes and/or Financial Reports:
- Upshur County Development Authority—Executive Board —April 9, 2014

11. Meetings:
- 05/01/2014-7:00 p.m.-Banks District VFD
- 05/01/2014-7:00 p.m.-Selbyville VFD
- 05/06/2014-6:00 p.m.-Hodgesville PSD
- 05/06/2014-6:00 p.m.-Elkins Road PSD
- 05/08/2014-1:00 p.m.-Adrian VFD
- 05/08/2014-3:00 p.m.-Tennerton PSD
- 05/08/2014-4:30 p.m.-Upshur County Safe Sites & Structures Ordinance Board
- 05/08/2014-6:30 p.m.-Upshur County Fire Board
- 05/08/2014-7:30 p.m.-Buckhannon VFD
- 05/09/2014-7:00 a.m. -Buckhannon Upshur Airport Authority
- 05/12/2014-12:00 p.m.-Upshur County Family Resource Network
- 05/12/2014-4:30 p.m.-Upshur County Solid Waste Authority
- 05/12/2014-6:00 p.m.-Buckhannon-Upshur Watershed Association
- 05/12/2014-6:00 p.m.-Lewis-Upshur-Braxton Community Corrections Board
- 05/13/2014-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development
- 05/13/2014-7:00 p.m.-Adrian PSD
- 05/13/2014-7:00 p.m.-Ellamore VFD
- 05/14/2014-7:00 a.m. -Upshur County Development Authority – Exec. Board
- 05/14/2014-12:00 p.m.-Upshur County Senior Center Board
- 05/14/2014-1:30 p.m.-Upshur County Conventions & Visitors Bureau
- 05/14/2014-6:00 p.m.-Upshur County Citizens Corp - CERT
- 05/14/2014-7:30 p.m.-Warren District VFD
- 05/15/2014-6:00 p.m.-Buckhannon-Upshur Recreational Park Advisory Board
- 05/15/2014-6:30 p.m. -Upshur County Youth Camp Board
- 05/18/2014-6:00 p.m.-Washington District VFD
- 05/19/2014-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
- 05/19/2014-7:00 p.m.-Upshur County Fair Association
- 05/20/2014-4:00 p.m. -Upshur County Public Library Board
- 05/20/2014-5:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
- 05/21/2014-7:00 p.m.-Lewis Upshur LEPC
- 05/22/2014-4:00 p.m.-Upshur County Farmland Preservation
- 05/26/2014-10:00 a.m.-Mountain CAP of West Virginia, CDC
- 05/28/2014-7:00 a.m. -Upshur County Development Authority – Full Board
- 05/28/2014-10:00 a.m.-James W. Curry Advisory Board
- TBA -6:00 p.m.-Upshur County Fire Fighters Association

12. 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
- James W. Curry Advisory Board -(Vacant Position- 12-31-13)- County
- Upshur County Civil Service Board-(Vacant Position- 12-31-13)- Commission
Barb Sauer, Job Developer at the Central West Virginia Aging Services Office, appeared before the Commission and provided a review of job training services that her organization offers to area seniors. Ms. Sauer encouraged seniors 55 and over and area businesses to take advantage of The Senior Employment Training Program, which includes computer help, resume writing, interview skills and assistance in locating job opportunities. Employer incentives include reimbursement for a training period of two weeks or employee job training.

JC Raffety reviewed a request for funding from Country Roads Transit. After discussion, on motion by Donnie R. Tenney, seconded by JC Raffety, the Commission approved the funding request in the amount of $10,000.

Joyce L. Harris-Thacker, Upshur County Family Resource Network Director, appeared before the Commission with law enforcement representatives and provided a review of the “Peace Officers’ Memorial Day” Proclamation which calls upon Upshur County citizens to observe May 15, 2014 as Peace Officers’ Memorial Day and May 11-17, 2014 as Police Week in memory and honor of deceased or disabled law enforcement officers. After discussion, on motion by Troy A. Brady, seconded by Donnie R. Tenney, the Commission approved and authorized the Commission to sign the proclamation (copy included). Ms. Harris-Thacker provided “Survival Kits’ to the officers and blue ribbons in commemoration of fallen officers.

The Commission approved all invoices for payment (copies included).

The Commission approved all Vacation Orders.

The Commission approved the following Settlements:
- Carrie Floyd-Final Settlement
- Verine Leigh-Final Settlement
- Joy S. Samples-Final Settlement
- William J. Shields-Final Settlement
- Ronnie Lee Wamsley-Final Settlement
- Marianna Grace Bowman-Infant-Final Settlement
- James Boyd Simons-First Annual Settlement
- Joyful Peace Sneed, Inc-First Annual Settlement

The Commission approved the following “Exonerations and/or Refunds”: (copies included)
- Eric or Nikki Cutright-#3372-$96.72
- Patrick S. Heavner-#3373-$274.38

The Commission approved the following “Request for Time Out of Office” for Commission employees: (copies included)
- Jan Cochran—May 30, 2014

The Commission approved the following “Request to Attend Meeting” for Commission employees: (copies included)
- James Farry—May 21 and 22, 2014

The Commission recessed at 10:30 a.m.

The Commission reconvened at 1:00 p.m.

At 1:00 p.m., the Commission opened bids for the Upshur County Courthouse Annex Condensing Unit. Three (3) bid were received as follows: Michel, Inc. in the amount of $145,200; Mechanic Systems and Services (MS&S) in the amount of $147,255 and David Davis-in the amount of $142,800 (copies included). After discussion, the Commission approved the bid from Michel, Inc. as recommended by Greg Harris, Upshur County Director of Facilities.
Operations, pending legal review. Mr. Harris cited problems with facilities work previously performed by David Davis as his reason for not recommending the low bid.

Terry Jo Bennett, Addressing and Mapping Coordinator, appeared before the Commission and provided a review of a road name request. After discussion, on motion by Troy A. Brady, seconded by Donnie R. Tenney, the Commission approved **Primitive Ln** for a private driveway off of Red Knob Road.

Greg Harris, provided a review of projects and maintenance items. Mr. Harris advised that one of the air conditioning units on the roof at the Upshur County Public Library needs to be replaced; the chlorinator at the pool is in need of repair and advised about plans for the repair of the sidewalk in front of the Courthouse Annex for the fall schedule. Mr. Harris also discussed the pros and cons of moving the house which is located on the property of the Upshur County Public Library.

The Commission recessed at 1:50 p.m. to attend the meeting of the Upshur County Policy Board and the Upshur County Department Supervisors (Meeting Minutes included).

The Commission reconvened at 3:30 p.m.

With no further business, on motion by Troy A. Brady, seconded by Donnie R. Tenney, the Commission meeting adjourned at 3:30 p.m.