The County Commission of Upshur County West Virginia, held their regular meeting at the Courthouse Annex on Thursday, May 30, 2013, at 9:00 a.m. Donnie R. Tenney called the meeting to order. There were present Donnie R. Tenney, Commissioner; JC Raffety, Commissioner; Troy A. Brady, Commissioner; Megan J. 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 JC Raffety, the Commission approved the regular meeting minutes of May 23, 2013 as submitted.

Megan J. Pomeroy provided a review/status report on the request for a “Letter of Support” from Doug Pauley, Harbinger Developments, for a proposed housing project for low income seniors. After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission declined the request and approved and authorized Megan J. Pomeroy to follow up with a reply to Bailey & Glasser LLP (Attorney for Douglas Pauley) concerning the proposed project (with cc to Douglas Pauley—copy included).

Megan J. Pomeroy provided a review of the West Virginia Homeland Security Grant Program Application in the amount of $15,000 for the benefit of the Office of Emergency Management to be used for the purchase of interoperable communication equipment as discussed at the April 04, 2013 meeting of the Upshur County Commission. After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved and authorized the President to sign the grant application and related documents (copy included).

After discussion, on motion by Troy A. Brady, seconded by JC Raffety, the Commission approved and authorized the Commission to sign correspondence to Progressive Bank, N.A. authorizing Megan J. Pomeroy to access financial reports and data concerning Upshur County accounts (copy included).

After discussion, on motion by Troy A. Brady, seconded by JC Raffety, the Commission approved the employment of the following part time seasonal personnel for the Upshur County Recreation Park pool facility: Daniel Scott Bellamy, for Concessions at the rate of $7.25 per hour; Ashley Barlow, as lifeguard at the rate of $7.55 per hour and Richard Jones as lifeguard at the rate of $7.85 per hour. Effective date of employment for all is May 28, 2013 (copy included).

The Commission discussed the appointment of a County Commission representative as board member for the Upshur County Convention and Visitor’s Bureau. Donnie R. Tenney made a nomination to appoint Megan J. Pomeroy. After discussion, on motion by Troy A. Brady, seconded by JC Raffety, the Commission approved the appointment and approved and authorized the Commission to sign correspondence to inform the CVB of the appointment (copy included).

Megan J. Pomeroy advised the Commission that she has received a reply from the “Ethics Commission” concerning her inquiry pertaining to the Adrian Public Service District nominations for a board appointee as discussed at the April 25, 2013 Commission meeting. The Ethics Commission found no issues with either candidate. Donnie R. Tenney requested Ms. Pomeroy to follow up with Adrian Public Service District for a preferred recommendation and deferred action to a future meeting.

Megan J. Pomeroy provided a review of correspondence from Chuck Marks, Windemar, Inc., regarding compliance with the Upshur County Floodplain Ordinance and status update on the “Conditional Letter of Map Amendment” from Federal Emergency Management Agency (FEMA) (copy included). After discussion, Donnie R. Tenney advised follow up with Terry Jo Bennett, Flood Plain Manager/ Building Permit Officer, for clarification. The item will be placed on next week’s agenda for discussion and/or action.

The Commission reviewed the following “For Your Information” items:

1. Meeting Minutes and/or Financial Reports:
   • Upshur County Public Library Board-April 25, 2013
2. Meetings:
   • 06/03/2013-10:00 a.m.-Mt. Cap of West Virginia, CDC
   • 06/04/2013-6:00 p.m.-Hodgesville PSD
   • 06/04/2013-6:00 p.m.-Elkins Road PSD
   • 06/06/2013-7:00 p.m.-Banks District VFD
UPSHUR COUNTY COMMISSION MEETING
May 30, 2013

- 06/06/2013-7:00 p.m.-Selbyville VFD
- 06/10/2013-12:00 p.m.-Upshur County Family Resource Network
- 06/10/2013-4:30 p.m.-Upshur County Solid Waste Authority
- 06/10/2013-6:00 p.m.-Lewis-Upshur-Braxton Community Corrections Board
- 06/10/2013-6:00 p.m.-Buckhannon-Upshur Recreational Park Advisory Board
- 06/10/2013-6:00 p.m.-Buckhannon-Upshur Watershed Association
- 06/11/2013-7:00 p.m.-Adrian VFD
- 06/11/2013-7:00 p.m.-Ellamore VFD
- 06/12/2013-7:00 a.m.-Upshur County Development Authority – Exec. Board
- 06/12/2013-12:00 p.m.-Upshur County Senior Center Board
- 06/12/2013-1:30 p.m.-Upshur County Conventions & Visitors Bureau
- 06/12/2013-6:00 p.m.-Upshur County Citizens Corp - CERT
- 06/12/2013-7:30 p.m.-Warren District VFD
- 06/13/2013-1:00 p.m.-Adrian PSD
- 06/13/2013-3:00 p.m.-Tennerton PSD
- 06/13/2013-6:30 p.m.-Upshur County Safe Sites & Structures Ordinance Board
- 06/13/2013-7:30 p.m.-Buckhannon VFD
- 06/14/2013-7:00 a.m.-Buckhannon Upshur Airport Authority
- 06/16/2013-6:00 p.m.-Washington District VFD
- 06/17/2013-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
- 06/17/2013-7:00 p.m.-Upshur County Fair Association
- 06/18/2013-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development
- 06/18/2013-5:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
- 06/19/2013-7:00 p.m.-Lewis Upshur LEPC
- 06/20/2013-6:30 p.m.-Upshur County Youth Camp Board
- 06/25/2013-4:00 p.m.-Upshur County Public Library Board
- 06/26/2013-7:00 a.m.-Upshur County Development Authority – Full Board
- 06/26/2013-10:00 a.m.-James W. Curry Advisory Board
- 06/27/2013-4:00 p.m.-Upshur County Farmland Preservation Board
- 06/27/2013-6:30 p.m.-Upshur County Fire Board
- TBA -6:00 p.m.-Upshur County Fire Fighters Association
- July 2013-6:00 p.m.-Region VII Planning & Development Council

3. Appointments Needed or Upcoming:
- Adrian Public Service District-(Vacant Position-10-31-17)-County
- Buckhannon-Upshur Parks & Recreation Bd.- (Vacant Position-06-30-12)-County
- Buckhannon-Upshur Parks & Recreation Bd.- (Vacant Position-06-30-13)-County
- James W. Curry Advisory Bd.- (Vacant-12-30-12)-County
- Upshur County Solid Waste Authority-(Robert Wines-06-30-12)-Soil Conservation District

The Commission approved all invoices for payment (copies included).
The Commission approved all Vacation Orders.
The Commission approved the following Settlements:
- James B. Corathers-Final Settlement
- Madaline Skinner-Final Settlement
- Arnett Browne Corley-Sixth Annual Settlement

The Commission approved the following “Request for Time Out of Office” for Commission employees: (copies included)
- Jan Cochran –June 7 and 10, 2013 and July 5, 8, 9, 10, 11, and 12, 2013

Upshur County Sheriff, David Coffman and Chief Tax Deputy, Sheila Adams, and Carol Smith, Bookkeeping Department appeared before the Commission to discuss budget issues. The budget revisions will be placed on next week’s agenda for action.
The Commission recessed at 12:15 p.m.
The Commission reconvened at 1:00 p.m.

David Barton, Shenandoah Valley Group (SVG) representative appeared before the Commission and provided a review of the Sheffield, Olson & McQueen, Inc. (SOMI) medical benefit plan for Upshur County employees.

The Commission recessed at 2:30 p.m.
The Commission reconvened at 7:00 p.m. at the Buckhannon City Hall to attend the joint meeting with the Buckhannon City Council. Present were Buckhannon City Council members, Kenneth Davidson, Rich Clemens, Pamela Cupari, David Thomas, Ron Pugh, John Waltz and Thomas O’Neill and Upshur County Commission representatives, Donnie Tenney, JC Raffety, Troy Brady, Megan Pomeroy and Jacqueline Dinklocker. The following agenda items were discussed:

- Call to Order—Pledge to the Flag
- Items of Discussion
  - Steve Foster, UCDA-Review Data completed by Buxton Survey
  - Jim Farry, OEM and Jim Farrell, OEM—Combined Efforts Safety Planning-encourage incident action planning
  - Jay Hollen, City Engineer-WVARNG Project Update
  - Additional Comments and Discussion
    - Mitch Tacy, Buckhannon FD, Fire Chief—addressing and mapping insurance concerns—Megan Pomeroy was requested to follow up
    - Dave Thomas-Fundraising calls –disclosure of administrative costs/percentage to charity- consider endorsement policy for city and county
    - Dave Thomas-identify offenders using profanity (in public) and/or illegal behavior
    - Tom O’Neill-towing issues
- Executive Session
  - Police Personnel per WV Code 6-9A-4
- Adjournment

With no further business, the joint meeting of the Buckhannon City Council and the Upshur County Commission adjourned at 8:30 p.m. (Buckhannon City Council continued meeting in Executive Session meeting)