The County Commission of Upshur County West Virginia, held their regular meeting at the Courthouse Annex on Thursday, June 06, 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 JC Raffety, seconded by Troy A. Brady, the Commission approved the regular meeting minutes of May 30, 2013 with typographical corrections.

Megan J. Pomeroy reviewed correspondence from the Adrian Public Service District concerning their recommendation for board member appointment (copy included). After discussion, on motion by Troy A. Brady, seconded by JC Raffety, the Commission approved the appointment of Paul Spencer to the Adrian Public Service Board of Directors. Mr. Davis’ term will end on October 31, 2017.

The Commission discussed the request from the Brooks Hill Community Group for a donation to “help with the cost of hosting the Brooks Hill Community Fair on July 26 and 27, 2013” (copy included). Donnie R. Tenney advised that the Commission would look at the possible reallocation of funds for community fair events. Megan Pomeroy was requested to follow up.

Megan R. Pomeroy provided a review of the request from Clayton Tenney, Scoutmaster, to provide acknowledgement to Alexander Mack Ellis and Seth Edward Blake, members of Boy Scouts of America, Allohak Council #618, Troop 100 for completing requirements to attain the rank of Eagle Scout (copy included). After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved and authorized the Commission to sign a letter of recognition and congratulations for Mr. Ellis and Mr. Blake as well as for Trent Gibson, Jacob Hinzman and Kurt Russell who achieved the rank of Eagle Scout in 2012 and 2013. Mr. Ellis’ and Mr. Blake’s achievements will be recognized at an Eagle Scout Court of Honor on June 17, 2013.

Megan J. Pomeroy reviewed correspondence from “Create Buckhannon” representative, Alisa M. Lively, requesting a donation for a fundraising project. After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission authorized the donation of a Pavilion Rental as requested (copy included).

Megan J. Pomeroy reviewed correspondence from Maureen Lewis, representative of the Office of the Secretary of State requesting an update of public service district information (copy included). After discussion, on motion by Troy A. Brady, seconded by JC Raffety, the Commission authorized Megan J. Pomeroy to follow up with providing the requested information.

Upshur County Sheriff, David Coffman and Chief Tax Deputy, Sheila Adams appeared before the Commission to discuss budget issues. Sheriff Coffman and Ms. Adams provided a review of revisions to bring their budget into compliance. The budget revisions will be finalized and placed on next week’s agenda for action.

Ms. Adams reviewed the “delinquent tax list” and provided data concerning the status of tax collections.

Sheriff Coffman reviewed his request to hire an additional Law Enforcement Deputy. Sheriff Coffman advised that his request to hire a deputy prior to January 2014 is due to the training schedule at the Police Academy. Sheriff Coffman advised that his budget allows for the September hire and that waiting until January 2014 would delay training at the police academy. Sheriff Coffman amended his request to employ the officer as of September 01, 2013 instead of July 01, 2013 as he discussed at last week’s meeting. After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved the request for the employment of a deputy with an effective date to be either August 25 or September 8, 2013.

Terri Jo Bennett, Building Permit and Floodplain Coordinator appeared before the Commission and provided an update/status report on the response letter from Chuck Marks, Windamar, Inc. President, regarding the requested update on the “Conditional Letter of Map Amendment from FEMA” (Federal Emergency Management Agency) for
the fill that was placed in the special identified flood hazard without the county permits (copy included). After discussion, the Commission directed Terri Jo Bennett to follow up.

The Commission discussed correspondence from the West Virginia Association of Counties (WVACo), regarding oil and gas well development in the floodplain. Terri Jo Bennett was requested to follow up with any necessary changes that may be required for the Upshur County Floodplain Ordinance.

Terri Jo Bennett, Addressing and Mapping Coordinator, appeared before the Commission to review a road name request. Ms. Bennett advised that a third structure has been placed along a private driveway in Upshur County that will now require a name per the county ordinance. The guidelines have been followed to notify the property owner(s) and request participation in the road naming process (copy included). Since the property owner did not submit any road name suggestions, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved the road name of *Heater Dr* for a private driveway off of Hunter Ridge Rd in Rock Cave (copy included).

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

1. Correspondence from the Public Service Commission concerning billing problems regarding West Virginia customers of First Energy
2. Dog Warden Report-May 2013
3. Agendas and/or Notice of Meetings:
   - Elkins Road PSD-June 4, 2013
   - Upshur County Solid Waste Authority-June 10, 2013
   - Upshur County Family Resource Network-June 10, 2013
4. Meeting Minutes and/or Financial Reports:
   - Upshur County Convention and Visitors Bureau-May 08, 2013
   - Upshur County Convention and Visitors Bureau-Special Meeting-May 22, 2013
5. 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
   - 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 - *CTB meeting rescheduled to June 19th at 1:30 p.m.*
   - 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
UPSHUR COUNTY COMMISSION MEETING
June 06, 2013

- 06/19/2013-1:30 p.m.-Upshur County Conventions & Visitors Bureau
- 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

6. 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:
   - David Gerald Ware-Final Settlement

The Commission approved the following “Exonerations and/or Refunds: (copies included)
   - Ellen Kay or Ervin Deuley (Dueley)#3192-$11.80
   - The Commission approved the following “Consolidation of Land Tracts”: (copies included)
     - Buckhannon Corporation-Map 4 Parcel 42 with Map 4 Parcel 43 and Map 4 Parcel 44 to make Map 4 Parcel 44-owners Jerry and Debra Thacker Wilfong.
     - The Commission approved the following property to be sold at the annual Tax Lien Sale: (copy included)
       - 9999 0001 4870 0000-delinquent in the name of James F. Scott (due to delinquent tax payments for tax years 1996 thru 2011)

Tim Higgins, Upshur County resident, appeared before the Commission and expressed concerns about the Commission’s membership in the County Commissioners Association of West Virginia (CCAWV) and the West Virginia Association of Counties (WVACo). Mr. Higgins appearance was a follow up to a previous meeting during which he expressed concerns about the public not having full access to all information about the organizations’ finances.

The Commission recessed at 11:15 p.m.
The Commission reconvened at 2:00 p.m.
The Commission met with representatives of the Office of Emergency Management (OEM) and Upshur County Fire Departments concerning radio communications.

With no further business, on motion by Troy A. Brady, seconded by JC Raffety, the Commission meeting adjourned at 3:15 p.m.