The County Commission of Upshur County West Virginia, held their regular meeting at the Courthouse Annex on Thursday, June 13, 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 June 06, 2013 as submitted.

Megan J. Pomeroy provided a review of the request from the J F Allen Company to use off duty sheriff deputies to provide protection for road construction project during the months of July and August. Ms. Pomeroy advised that she has consulted with the WV Counties Risk Pool (WVCoRP). After discussion, Donnie R. Tenney requested Megan J. Pomeroy to follow up with J F Allen Company for clarification of details and place the item on the June 27 Agenda for action.

Megan J. Pomeroy provided a status report/update on the hiring of housekeeping services for the E911 Communications Center and the WVU Extension Office. Ms. Pomeroy advised that efforts to fill a part time position in the Maintenance/housekeeping department have failed due to lack of applicants. Ms. Pomeroy followed up with established Janitorial services as was discussed at a prior Commission meeting. After discussion, on motion by Troy A. Brady, seconded by JC Raffety, the Commission approved the contract bid from Quality Home and Office Cleaning at the quoted rates (copy included).

Donnie R. Tenney reviewed the request from Magistrate and Assessor personnel for parking spaces to be provided by the Commission (copies included). After discussion, Mr. Tenney advised that the Commission will review options and follow up at a future meeting.

After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved the resignation of Alicia Carr as Upshur County Commission Administrative Assistant and requested Megan J. Pomeroy to follow up with advertising to fill the position. The Commissioners expressed that Ms. Carr has been a great asset to the County and will be missed.

Donnie R. Tenney reviewed correspondence from county resident, Ervin B. Lake, in which he expressed interest in becoming a board member on the J W Curry Library and Park Advisory Board. Mr. Tenney requested Megan J. Pomeroy to follow up with current board members and place the item on a future agenda for action.

Joyce Harris- Thatcher, Upshur County Family Resource Director, provided information and data concerning elder abuse and introduced Allen Cook, Upshur County Senior Center representative. Mr. Cook read the “World Elder Abuse Awareness Day Proclamation” which encourages citizens “to participate in community efforts to improve the safety and well-being of all people throughout our State … (and) … help prevent the abuse of seniors and disabled adults”. After discussion, on motion by Troy A. Brady, seconded by JC Raffety, the Commission approved and authorized the Commission to sign the proclamation (copy included).

Micah Hitt-Harris, Lewis-Upshur-Braxton Community Corrections Director, appeared before the Commission to discuss the location or relocation of the office. Donnie R. Tenney advised that the Commission is not interested in purchasing the building where the Upshur County Community Corrections offices are currently located due to the unhealthy/unsafe condition of the building and discussed options for a new location.

Megan J. Pomeroy reviewed the request from the Brooks Hill Community Group for a donation to help fund the Brooks Hill Community Fair on July 26 and 27, 2013 (copy included). Donnie Tenney advised that future donation requests for community centers and fairs should be reviewed and allocated during budget sessions to achieve a more equal distribution. After discussion, on motion by Troy A. Brady, seconded by JC Raffety, the Commission approved a donation for the Brooks Hill Community Fair in the amount of $500.00 (five hundred dollars). (Note: Brady and Raffety for, Tenney against)

After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved Elizabeth Gifford Howell as volunteer for the Lewis-Upshur Animal Control Facility.
After discussion, on motion by Troy A. Brady, seconded by JC Raffety, the Commission approved budget revisions as submitted (copy included)
The Commission reviewed the following “For Your Information” items:
1. Grant Award from the State of West Virginia Department of Military Affairs and Public Safety—Sub-Grant Number 10SHSS9—Sub-Grant period, June 01, 2013 thru July 31, 2013 in the amount of $15,000
2. Lewis-Upshur Animal Control Facility—Cat Report for May 2013
3. Agendas and/or Notice of Meetings:
   • Upshur County Youth Camp-June 11, 2013
   • Upshur County Development Authority-June 12, 2013
   • Elkins Road Public Service District-Special Meeting-June 25, 2013
   • Elkins Road Public Service District-Regular Meeting-July 02, 2013
4. Meeting Minutes and/or Financial Reports:
   • Elkins Road Public Service District -May 07, 2013
   • Upshur County Development Authority –Executive Meeting-May 08, 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
   - CVB 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
   • 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

At 10:30 a.m., on motion by JC Raffety, seconded by Troy A. Brady, the
Commission entered executive session per WV Code 6-9A-4 to review applications for the
position of Assistant County Administrator. Present were Donnie R. Tenney, JC Raffety,
Troy A. Brady and Megan J. Pomeroy. The Commission returned to open session at
11:00 a.m. No decisions were made in executive session.

Michael Coffman, Buckhannon Rotary Club President, appeared before the
Commission and presented a check in the amount of $1500 (one thousand and five
hundred dollars) for the Upshur County Youth Camp for the purchase of a picnic table,
bench and trash can. Mr. Tenney expressed the Commission’s appreciation for the gift.
Mr. Coffman advised that the Rotary Club has also provided a gift in the amount of $1500
(one thousand and five hundred dollars) to the Buckhannon Library for the purchase of a
52 volume set of books on States.

The Commission approved all invoices for payment: (copies included).
The Commission approved all Vacation Orders.
The Commission recessed at 11:45 a.m.

The Commission attended the meeting of the Upshur County Policy Board at 1:00
p.m. (copy of Meeting Minutes included)
The Commission attended the meeting of the Upshur County Department
Supervisors at 2:00 p.m. (copy of Meeting Minutes included)
The Commission reconvened at 4:05 p.m.

With no further business, on motion by Troy A. Brady, seconded by JC Raffety, the
Commission meeting adjourned at 4:05 p.m.