The County Commission of Upshur County West Virginia, held their regular meeting at the Courthouse Annex on Thursday, July 18, 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, Jennifer Dinkelo, Assistant 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 July 11, 2013 as submitted.

Jerry Kimble, West Virginia Classic Wheels Car Club representative, appeared before the Commission and provided an update on the 2nd Annual “Blast from the Past” event on July 26 and 27 and requested a donation to help sponsor and support the event. After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved a donation in the amount of $250.00.

Megan J. Pomeroy and Shelia Adams, Chief Tax Deputy, provided a review/status report concerning County Depository Bonds held by the First Community Bank for the period July 1, 2013 through June 30, 2014 for deposits in the name of the Sheriff of Upshur County (copy included). The County Depository Bonds protect the deposits/funds for amounts over and above amounts insured by the FDIC. After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved the County Depository Bonds of the First Community Bank for the period of July 1, 2013 through June 30, 2014 (copy included).

After discussion, on motion by Troy A. Brady, seconded by JC Raffety, the Commission approved the employment of Jeroldine Kopelov as part time Deputy County Clerk at the rate of $8.00 per hour. Effective date of employment is July 22, 2013 (copy included).

Megan J. Pomeroy provided an update/status report on the renewal of maintenance/service contracts with ESRI (Environmental Systems Research Institute, Inc.) and GST (Global Science & Technology, Inc.). ESRI provides maintenance/technical support for Addressing and Mapping software and GST provides consulting and/or maintenance/technical support for computer/internet communications and “assist…. with technology purchases” for Courthouse operations. After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved and authorized the President to sign the renewal of maintenance contracts with ESRI Incorporated in the amount of $6,816.65 (per year) and GST, Incorporated in the amount of $1078.00 per month.

The Commission reviewed the following “For Your Information” items:
1. NACo Prescription Drug Discount Card-June Update—Donnie R. Tenney requested Megan Pomeroy and/or Jennifer Dinkelo to follow up with a listing of card distribution locations for maximum benefit to county residents
2. Memorandum regarding time extensions for Community Participation Grants
3. Agendas and/or Notice of Meetings:
   • Upshur County Development Authority, Executive Committee-July 17, 2013
4. Meeting Minutes and/or Financial Reports:
   - Upshur County Youth Camp – April 18, 2013
   - Upshur County Youth Camp – April 18, 2013
   - Upshur County Development Authority, Executive Committee–June 12, 2013
   - Adrian Public Service District–June 13, 2013
   - Upshur County CERT–July 10, 2013

5. Meetings:
   - 07/02/2013–6:00 p.m.–Hodgesville PSD
   - 07/02/2013–6:00 p.m.–Elkins Road PSD
   - 07/04/2013–7:00 p.m.–Banks District VFD
   - 07/04/2013–7:00 p.m.–Selbyville VFD
   - 07/08/2013–12:00 p.m.–Upshur County Family Resource Network
   - 07/08/2013–4:30 p.m.–Upshur County Solid Waste Authority
   - 07/08/2013–6:00 p.m.–Lewis-Upshur-Braxton Community Corrections Board
   - 07/08/2013–6:00 p.m.–Buckhannon-Upshur Recreational Park Advisory Board
   - 07/08/2013–6:00 p.m.–Buckhannon-Upshur Watershed Association
   - 07/09/2013–7:00 p.m.–Adrian VFD
   - 07/09/2013–7:00 p.m.–Ellamore VFD
   - 07/10/2013–7:00 a.m.–Upshur County Development Authority – Exec. Board
   - 07/10/2013–6:00 p.m.–Upshur County Citizens Corp - CERT
   - 07/10/2013–7:30 p.m.–Warren District VFD
   - 07/11/2013–1:00 p.m.–Adrian PSD
   - 07/11/2013–3:00 p.m.–Tennerton PSD
   - 07/11/2013–6:30 p.m.–Upshur County Safe Sites & Structures Ordinance Board
   - 07/11/2013–7:30 p.m.–Buckhannon VFD
   - 07/12/2013–7:00 a.m.–Buckhannon Upshur Airport Authority
   - 07/12/2013–6:00 p.m.–Washington District VFD
   - 07/15/2013–12:00 p.m.–Buckhannon-Upshur Chamber of Commerce
   - 07/15/2013–7:00 p.m.–Upshur County Fair Association
   - 07/16/2013–10:00 a.m.–Wes-Mon-Ty Resource Conservation & Development
   - 07/16/2013–5:00 p.m.–UC Enhanced Emergency Telephone Advisory Board
   - 07/17/2013–7:00 p.m.–Lewis Upshur LEPC
   - 07/18/2013–6:30 p.m.–Upshur County Youth Camp Board
   - 07/22/2013–10:00 a.m.–Mt. Cap of West Virginia, CDC
   - 07/22/2013–6:00 p.m.–Region VII Planning & Development Council
   - 07/24/2013–7:00 a.m.–Upshur County Development Authority – Full Board
   - 07/24/2013–10:00 a.m.–James W. Curry Advisory Board
   - 07/25/2013–4:00 p.m.–Upshur County Farmland Preservation Board
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- 07/25/2013-4:00 p.m. - Upshur County Public Library Board
- 07/25/2013-6:30 p.m. - Upshur County Fire Board
- TBA -6:00 p.m. - Upshur County Fire Fighters Association
- 07/31/2013-12:00 p.m. - Upshur County Senior Center Board

6. Appointments Needed or Upcoming:
   - Buckhannon-Upshur Parks & Recreation Bd.- (Vacant Position- 06-30-12)- County
   - Buckhannon-Upshur Parks & Recreation Bd.- (Vacant Position- 06-30-13)- County
   - Upshur County Solid Waste Authority- (Robert Wines-06-30-12)- Soil Conservation District

Sheila Adams, Chief Tax Deputy and David Coffman, Upshur County Sheriff, appeared before the Commission to discuss the employment of tax office personnel. At 9:30 a.m., on motion by JC Raffety, seconded by Troy A. Brady, the Commission entered executive session per WV Code 6-9A-4. Present were Donnie R. Tenney, JC Raffety, Troy A. Brady, Megan J. Pomeroy, Jennifer Dinkelo, Sheila Adams and David Coffman. The Commission returned to open session at 10:05 a.m. No decisions were made in executive session.

After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved the employment of Hali Renee Hitt as full time Tax Deputy at the rate of $9.00 per hour. Effective date of employment is July 21, 2013 (copy included).

After discussion, on motion by Troy A. Brady, seconded by JC Raffety, the Commission approved the employment of Wendy Bess as temporary part time Fire Fee Clerk. Effective date of employment is July 18, 2013 at the rate of $11.57 per hour. Payment of wages is reimbursable to the County by the Upshur County Fire Board (copy included).

David A. D’Orazio, Johnson Controls representative, appeared before the Commission and presented a review of services and products associated with the company. Mr. D’Orazio advised that Johnson Controls is a consultant and provider of energy saving solutions for efficient operations. The company will provide a preliminary energy audit/analysis at no cost. After discussion, Donnie R. Tenney advised that the item will be placed on a future agenda for action. (Note: not on agenda, report only)

JC Raffety provided an update on his recent attendance of the Corridor H Authority meeting. Mr. Raffety reported that the Authority hopes to complete the construction on the remaining 20 mile stretch of roadway by 2020 instead of the original projected completion date of 2037 and is looking into doing a study on what the economic impact will be if the project is delayed.

The Commission approved all invoices for payment: (copies included).
The Commission approved all Vacation Orders.
The Commission approved the following Settlements:
   - James Clinton Bennett-Final Settlement
   - Lester S. Clifton-Final Settlement
   - Fred E. Long-Final Settlement
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- Calvin C. Phillips-Final Settlement  
- Lennie D. Reed-Final Settlement  
- Timothy Douglas Springer-Final Settlement  
- Anna Lea Suder-Final Settlement  
- Ann Karen Witte-Final Settlement  
- Brenice Tyde Aylestock-Final Settlement  
- Kathryn Sue Haymond Higgenbotham-Final Settlement  
- Betty Jo Williams-Final Settlement  
- Dale F. Riggs-Fifth Annual Settlement

The Commission approved the following “Exonerations and/or Refunds: (copies included)  

- Paul Charles Sr. or Helen A. Clawson--# 3194-$250.83  
- Harley R. and Gathel Sanders-- # 3195-$174.96  
- Mary Lou and Robert Spencer--# 3196-$174.96  
- Blessed Creations--# 3197-$42.64  
- William A. or Cynthia R. Parker--#3198-$306.53  
- Timothy W. Tenney--#3199-$233.57  
- Blue Ridge Construction Group--#3200-$206.63  
- Donald R. Tenney and Tenney Tree Service--#3201-$24.94  
- Walter N. & Tressie Depoy--#3202-$21.26  
- Donna J. Wagoner--#3203-Corrective Ticket  
- Donna J. Wagoner--#3204-Corrective Ticket  
- Marsh and Bertha Jane Small--#3205-$67.19  
- William M. and Nancy V. Harpold--#3206-Corrective Ticket  
- Alquip Limited Liability Co.--#3207-Corrective Ticket  
- Tina Lewis (Shaver)--#3208-$218.24  
- Dianna Lee Sisler--#3209-$42.46  
- John M. Ruble, Jr. or Desirea Skidmore--#3210-$11.54  
- Patricia Ann Conrad--#3211-$47.22  
- James Hilda--#3212-$14.11  
- Scott and Sandra Walters--#3213-$139.22  
- Mark W. or Melissa D. Burnside--#3214-$114.32  
- Elizabeth Michelle Hyre--#3215-$146.34  
- James B. Smith--#3216-$2.04  
- Larry E. Crawford--#3217-$45.56  
- Amy B. and Andy R. Sears--#3218-Corrective Ticket  
- Verl Gene Powers, Jr.--#3219-$425.76  
- Rebecca L. Adams-Depew and Benjamin C. Adams--#3220-$36.39
The Commission approved the following “Consolidation of Land Tracts”: (copies included)

- Union District-Map 2 Parcel 83 with Map 2 Parcel 83.33 -owner Robert Derico

With no further business, on motion by JC Raffety, seconded by Troy A. Brady, the Commission meeting adjourned at 11:30 a.m.