The County Commission of Upshur County West Virginia, held their regular meeting at the Courthouse Annex on Thursday, July 24, 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; Carrie Wallace, 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 Troy A. Brady, seconded by Donnie R. Tenney, the Commission approved the regular meeting minutes of July 10, 2014, as submitted.

Carrie Wallace provided a review of the features of the proposed website. The new website will be user friendly, allow public access to forms for online submission, provide instruction in the event of an emergency, and support job postings. After discussion, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved and authorized the President to sign the Web Service Sales agreement with Revize Superior Web Design and Content Management in the amount of $9,300.00 (copy included).

Carrie Wallace provided a review of the Valley Business Systems contracts for both the Upshur County Youth Camp and the County Clerk. The contracts are for the maintenance of printers/copiers used by the two entities. After discussion, on motion by Troy A. Brady, seconded by Donnie R. Tenney, the Commission approved and authorized the President to sign the Valley Business Systems Service Contract for the Youth Camp in the amount of $174.00 and the County Clerk in the amount of $435.00 (copies included).

After discussion, on motion by Troy A. Brady, seconded by Donnie R. Tenney, the Commission approved and authorized the President to sign the Victims of Crime Act (VOCA) Grant Contract # 12-VA-050 and related documents, effective July 1, 2014, through June 30, 2015, in the amount of $34,175.00 (copy included).

At 9:15 a.m., Wayne Harman, Branch Operations Manager for the WV Division of Rehabilitation Services, appeared before the Commission and provided information regarding the services offered by his office. The services include employment counseling and job placement for individuals with disabilities. The WV Division of Rehabilitation Services will reimburse any employer, private or public, the salary of a participant for a 60 day training period. Mr. Harman requested consideration of a private office space for confidential meetings with Upshur County participants for the counseling sessions. J.C. Rafferty advised the space issue would be reviewed and Ms. Wallace would inform Mr. Harman of the decision.

After discussion, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved and authorized the Commission to sign the correspondence and Service of Process to Trent and Travis Davidson for Safe Structures and Sites Case # 050913-04 (copy included).

Carrie Wallace provided a review of the insurance contract for coverage of county owned vehicles. After discussion, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved and authorized the President to sign the WVCorP member agreement with the WV Association of Counties Group Self Insurance Risk Pool, effective July 1, 2014, through July 1, 2015 (copy included).

Carrie Wallace reviewed information pertaining to the Affordable Care Act and the Patient Centered Outcomes Research Institute (PCORI) fee. After discussion, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved and authorized the President to sign the Expert Benefit Solutions (EBSO) Plan Sponsor Acknowledgement for the PCORI fee (copy included).

Brian Gaudet, Circuit Clerk, appeared before the Commission and requested to meet in executive session per WV Code §6-9A-4 concerning personnel issues. At 9:30 a.m., on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission entered executive session. There were present J.C. Raffety, Donnie R. Tenney, Troy A. Brady, and Brian Gaudet. The Commission returned to open session at 9:45 a.m. No decisions were made in executive session.

After discussion, on motion by Troy A. Brady, seconded by Donnie R. Tenney, the Commission approved the resignation of Craig D. Presar from the James W. Curry Library Advisory Board, effective July 24, 2014 (copy included).

After discussion, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved the employment of Ginny Dixon as a part-time Administrative Assistant for the Upshur County Family Resource Network, effective July 28, 2014, at the rate of $12.00 per hour to be reimbursed by the WV DHHR and the Bureau of Children and Families Grant (copy included).

After discussion, on motion by Troy A. Brady, seconded by Donnie R. Tenney, the Commission approved the employment of Christine E. Foster as full-time E911 Telecommunicator, effective August 3, 2014, at the rate of $10.00 per hour (copy included).
After discussion, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved the employment of Ashley McMillion as full-time E911 Telecommunicator, effective August 3, 2014, at the rate of $10.00 per hour (copy included).

After discussion, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved the employment of David E. Godwin as full-time Senior Assistant Prosecutor, effective August 24, 2014, at the annual salary of $75,537.00 as requested by Jacob E. Reger, Prosecuting Attorney (copy included).

After discussion, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved the employment of Wendy Bess as part-time temporary Tax Deputy, effective July 28, 2014, paid for by the Sheriff’s Concealed Weapons Fund (copy included).

After discussion, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved the resignation of Sharon L. Hosaflook, effective July 28, 2014, paid for by the Sheriff's Concealed Weapons Fund (copy included).

The Commission discussed the advertisement for the position of Tax Deputy. After discussion, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved the advertisement with $8.00 per hour starting rate (copy included).

After discussion, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved the appointment of Harry Craig as a Buckhannon Upshur Airport Authority Board member, effective August 1, 2014, through June 30, 2017 (copy included).

Commission approved the reappointment of Fire Board member, Wayne Strader, effective June 2014, and the rate of $10.37 per hour.

Commission approved the advertisement with $8.00 interest rate than the current loans.

After discussion, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved the appointment of Harry Craig as a Buckhannon Upshur Airport Authority Board member, effective August 1, 2014, through June 30, 2017 (copy included).

After discussion, on motion by Troy A. Brady, seconded by Donnie R. Tenney, the Commission approved the reappointment of Fire Board member, Wayne Strader, effective July 1, 2014, through June 30, 2017 (copy included).

Commission approved the employment of David E. Godwin as full-time Senior Assistant Prosecutor, effective August 24, 2014, at the annual salary of $75,537.00 as requested by Jacob E. Reger, Prosecuting Attorney (copy included).

After discussion, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved the appointment of Harry Craig as a Buckhannon Upshur Airport Authority Board member, effective August 1, 2014, through June 30, 2017 (copy included).

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

1. Upshur County E911 Communication Center Reports—June 2014
   Monthly Call Summary Report
   Monthly Department Summary Report
   Monthly & YTD Wrecker Report
2. Upshur County Sheriff’s Financial Statement—June 2014
4. NACo Prescription Drug Discount Card Program—June 2014
5. Correspondence from Governor Earl Ray Tomblin—Justice Assistant Grant Award in the amount of $20,000
6. Correspondence from Governor Earl Ray Tomblin—Victims of Crime Act (VOCA) grant award in the amount of $34,175.00
7. Correspondence from Angela J. Brady, Upshur County Magistrate Clerk—IBEW Apprentice.
8. Correspondence from Nesco, Inc.—Blasting operations in Meade District, effective August 1, 2014, through August 15, 2015.
9. Correspondence from WV Department of Transportation—Public Meeting, August 13, 2014, from 2:00 p.m.—4:00 p.m., Upshur County Senior Center.
10. Agendas and/or Notice of Meetings:
    • Coordinated Public Transit-Human Services Plan—August 13, 2014
    • Upshur County Public Library Board of Trustees—July 15, 2014
11. Meeting Minutes:
    • Upshur County Citizen Corp Council—June 11, 2014
    • Upshur County Family Resource Network—June 9, 2014
    • Adrian Public Service District—June 12, 2014
12. Meetings:
    • 07/01/2014-6:00 p.m.—Hodgesville PSD
    • 07/01/2014-6:00 p.m.—Elkins Road PSD
    • 07/03/2014-7:00 p.m.—Banks District VFD
    • 07/03/2014-7:00 p.m.—Selbyville VFD
    • 07/08/2014-10:00 a.m.—Wes-Mon-Ty Resource Conservation & Development
    • 07/08/2014-1:00 p.m.—Adrian VFD
    • 07/08/2014-7:00 p.m.—Ellamore VFD
The Commission approved all invoices for payment (copies included).

13. Appointments Needed or Upcoming:

- Buckhannon-Upshur Parks & Rec Board (Vacant Position-6-30-2014) Board of Education
- Buckhannon-Upshur Parks & Rec Board (Vacant Position-6-30-2014) County
- Buckhannon Upshur Airport Authority Board (Vacant Position- 06-30-13) City
- James Curry Library & Park Advisory Board (Vacant Position 12-31-14) County
- Upshur County Farmland Protection Board (Vacant Position 6-30-14) Community
- Upshur County Fire Board (Vacant Position 6-30-14) Community
- Upshur County Safe Structures and Sites Board (Vacant Position 6-30-14) Community
- Upshur County Safe Structures and Sites Board (Vacant Position 6-30-14) Community
- Upshur County Civil Service Board-(Vacant Position- 12-31-13)- Commission
- Upshur County Enhanced Emergency Telephone Advisory Board-(Vacant Position- 06-30-13)- Community

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

The Commission approved all Vacation Orders.

The Commission approved the following Settlements:

- Julie E. Bender—Final Settlement
- Loel Criss—Final Settlement
- Carl D. Hinkle—Final Settlement
- Roger L. Oates, Sr. —Final Settlement
- Leona Gray Pugh—Final Settlement
- Richard William Comegys—Final Settlement
- Emily Post Fenton—Final Settlement
- Ida M. Marsh—Final Settlement
- Katherine Curran Reemsnyder—Final Settlement
- Eugene J. Sapp—Final Settlement
- Dale F. Riggs—Sixth Annual Settlement
The Commission approved the following “Exonerations and/or Refunds”: (copies included)

- Robert Dunbar—#3418—$51.16
- Robert or Tammy Cutlip—#3420—Corrective Ticket
- Darrell M. Stout or Tammy D. Norman—#3421—Corrective Ticket
- Troy A. Brady, III—#3422—$56.06
- Steven K. Cutlip—#3423—$58.64
- Steven K. Cutlip—#3424—$71.66
- Ronald W. & Kathy Reed—#3425—$559.84
- Ronnie L. or Katrina M. (Moore) Carpenter—#3426—Corrective Ticket
- Barbara Weaver—#3427—$175.12
- Russel W. or Doneta J. Day—#3428—$216.80
- Vernon Bailey—#3429—$11.56
- Warren A. & Grace Losh—#3430—$175.12
- Judith A. McKinney—#3431—$12.48
- Wanda Landes—#3432—$59.10
- Gary or Patricia Ann Carr—#3433—Corrective Ticket
- Howard Johnson, Jr. & Maxine Johnson—#3434—$187.55
- Robert L. & Kelly C. Hoover—#3435—$16.55
- Cindi M. Helmick—#3436—$18.38
- Beth G. Johnston—#3437—$153.41
- Beth G. Johnston—#3438—$16.29
- Roscoe and Elsi McCartney—#3439—Corrective Ticket
- William E. & Rita B. Lowther—#3440—$14.98
- Thomas L. Davis—#3441—$175.12
- Renney S. & Iris E. Day—#3442—$8.67
- Robert A. Surface, II or Gwen Surface (Shannon) —#3443—Corrective Ticket
- Energy Corp. of America—#3444—Corrective Ticket
- Michael d. & Karen Groves—#3445—Corrective Ticket
- Russel (Landers or Daniel J. —#3446—$146.82
- Melvin D. Woods—#3447—$164.94
- Tommy Ray Ayers—#3448—$75.64
- Alice L. Cutright—#3449—$32.06

The Commission recessed at 12:00 p.m.
The Commission attended the meeting of the Upshur County Department Supervisors (meeting minutes included).
The Commission attended the meeting of the Upshur County Policy Board (meeting minutes included).
The Commission reconvened at 3:30 p.m.
   David Coffman, Upshur County Sheriff, appeared before the Commission to discuss the pay rate to be included in the advertisement for the Tax Deputy. Sheriff Coffman agreed to advertise the position at the rate of $8.00 per hour.

   With no further business, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission adjourned at 3:45 p.m.