The County Commission of Upshur County West Virginia, held their regular meeting at the Courthouse Annex on Thursday, September 05, 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 Troy A. Brady, seconded by JC Raffety, the Commission approved the regular meeting minutes of August 29, 2013 with typographical corrections.

After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved the resignation of Stacy Truman as Community Corrections Case Manager, effective September 13, 2013 (copy included).

After discussion, on motion by Troy A. Brady, seconded by JC Raffety, the Commission approved the promotion of Melanie Edmond from part time to full time Community Corrections Case Manager effective September 09, 2013 at the rate of $10.80 per hour (copy included).

After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved the resignation of Gloria Burr as part time E911 Communications Center Dispatcher, effective August 25, 2013.

After discussion, on motion by Troy A. Brady, seconded by JC Raffety, the Commission approved the promotion of Jodi Martin from part time to full time E911 Communications Center Dispatcher, effective September 08, 2013 at the rate of $10.29 per hour (copy included).

After discussion, on motion by Troy A. Brady, seconded by JC Raffety, the Commission approved the employment of Christy R. Riffle as part time personnel (19.5 hours per week avg.) for the Lewis-Upshur Animal Control Facility as recommended by Jan Cochran and Megan Pomeroy. Effective date of employment is September 08, 2013 at the rate of $8.00 per hour.

Megan J. Pomeroy provided a review of correspondence from Fred Brooks Garden Club requesting approval to use the Courthouse Plaza for the dedication of the “Blue Star By-Way Marker” on the Upshur County Courthouse wall on Wednesday, September 11, 2013. After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved the request (copy included).

After discussion, on motion by Troy A. Brady, seconded by JC Raffety, the Commission approved Brenda J. Leigh as volunteer for the Lewis-Upshur Animal Control facility.

Stacy Saunders and representatives from Hall Neighbors House appeared before the Commission and Ms. Saunders read the “Recovery Month 2013” proclamation. The purpose of the proclamation is to promote community observation and participation in “programs, activities and meetings” for the prevention of mental and/or substance use disorders. After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved the request (copy included).

Opportunity House Director, Matthew A. Kerner, appeared before the Commission and provided information concerning services provided by the organization. (Note: not on agenda, report only)

After discussion, on motion by Troy A. Brady, seconded by JC Raffety, the Commission approved and authorized the President to sign the West Virginia Development Office Community Participation Grant 13LEDA0713 and all related documents. The grant in the amount of $8,000.00 is for the benefit of the Disabled American Veterans, Chapter 36 for the purpose of building upgrades.

Donnie R. Tenney reviewed the following “For Your Information” items:
1. Monthly Building Permit Report—August 2013
2. Upshur County OEM Announcement Regarding Potable Water Supply Exercise
3. Agendas and/or Notice of Meetings:
   - Elkins Road Public Service District — September 03, 2013
   - Family Resource Network — September 09, 2013
4. Meeting Minutes and/or Financial Reports: None
5. Meetings:
   - 09/03/2013 6:00 p.m. - Hodgesville PSD
   - 09/03/2013 6:00 p.m. - Elkins Road PSD
   - 09/05/2013 7:00 p.m. - Banks District VFD
   - 09/05/2013 7:00 p.m. - Selbyville VFD
   - 09/09/2013 12:00 p.m. - Upshur County Family Resource Network
   - 09/09/2013 4:30 p.m. - Upshur County Solid Waste Authority
   - 09/09/2013 6:00 p.m. - Buckhannon-Upshur Recreational Park Advisory Board
   - 09/09/2013 6:00 p.m. - Buckhannon-Upshur Watershed Association
   - 09/10/2013 1:00 p.m. - Adrian PSD
   - 09/10/2013 7:00 p.m. - Ellamore VFD
   - 09/11/2013 7:00 a.m. - Upshur County Development Authority – Exec. Board
   - 09/11/2013 12:00 p.m. - Upshur County Senior Center Board
   - 09/11/2013 1:30 p.m. - Upshur County Conventions & Visitors Bureau
   - 09/11/2013 6:00 p.m. - Upshur County Citizens Corp - CERT
   - 09/11/2013 7:30 p.m. - Warren District VFD
   - 09/12/2013 7:00 p.m. - Adrian VFD
   - 09/12/2013 7:00 p.m. - Ellamore VFD
   - 09/12/2013 6:30 p.m. - Upshur County Safe Sites & Structures Ordinance Board
   - 09/12/2013 7:30 p.m. - Buckhannon VFD
   - 09/13/2013 7:00 a.m. - Buckhannon Upshur Airport Authority
   - 09/15/2013 6:00 p.m. - Washington District VFD
   - 09/16/2013 12:00 p.m. - Buckhannon-Upshur Chamber of Commerce
   - 09/16/2013 7:00 p.m. - Upshur County Fair Association
   - 09/17/2013 10:00 a.m. - Wes-Mon-Ty Resource Conservation & Development
   - 09/17/2013 5:00 p.m. - UC Enhanced Emergency Telephone Advisory Board
   - 09/18/2013 7:00 p.m. - Lewis Upshur LEPC
   - 09/19/2013 6:30 p.m. - Upshur County Fire Board
   - 09/19/2013 6:30 p.m. - Upshur County Youth Camp Board
   - 09/23/2013 10:00 a.m. - Mt. Cap of West Virginia, CDC
   - 09/24/2013 4:00 p.m. - Upshur County Public Library Board
   - 09/25/2013 10:00 a.m. - James W. Curry Advisory Board
   - 09/25/2013 7:00 a.m. - Upshur County Development Authority – Full Board
   - 09/26/2013 4:00 p.m. - Upshur County Farmland Preservation
   - TBA 6:00 p.m. - Upshur County Fire Fighters Association
   - 10/14/2013 6:00 p.m. - Lewis-Upshur-Braxton Community Corrections Board
   - October 6:00 p.m. - Region VII Planning & Development Council
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-Buckhannon Health Dept. - (Vacant Position - 06-30-13) - Washington District
   - Upshur County Fire Board - (Vacant Position - 06-30-13) - County

Jan Cochran, Lewis-Upshur Animal Control Facility Director, appeared before the Commission and provided an update on recent and upcoming adoption and fundraising events (copy included) and expressed appreciation for volunteer assistance and community
donations. Ms. Cochran also provided a status report on facility activities and upgrades and advised that security cameras have been ordered and will be installed within the next few weeks. Ms. Cochran provided data concerning adoptions and rescues.

Representatives from the American Legion Frank B. Bartlett Post 7 appeared before the Commission and provided a review of legislation that has been approved by the West Virginia Legislature to mandate a class on Patriotism for the curriculum for grades 6 through 12 in all West Virginia schools. Post Commander, Leslie Shreve and Americanism Chairmen, Peggy Shreve and Robert Post presented the “Patriotism” CD and Leslie Shreve read the “Resolution on Patriotism” (copy included) to ensure that “Love of Country” will not be a forgotten legacy.

The Commission recessed at 10:25 a.m.

The Commission reconvened at 10:30 a.m.

At 10:30 a.m., Steve Linger, E911 Communication Center Director, appeared before the Commission and requested an executive session meeting per WV Code §6-9A-4 to discuss E911 personnel issues concerning Kelli S. Babbitt, E911 Dispatcher. On motion by JC Raffety seconded by Troy A. Brady, the Commission entered executive session. Present were Donnie R. Tenney, JC Raffety, Troy A. Brady, Megan J. Pomeroy, Jennifer Dinkelo, Steve Linger and Prosecuting Attorney Jacob Reger. Ms. Dinkelo exited the meeting at 11:20 a.m. Mr. Reger exited the meeting at 11:25 a.m. Ms. Babbitt entered the meeting at 11:25 a.m., and then exited the meeting at 12:10 p.m. Ms. Babbitt returned to the meeting at 12:20 p.m. The Commission returned to open session at 12:22 p.m. No decisions were made in executive session.

Megan Pomeroy reviewed a letter of resignation from Kelli S. Babbitt (copy included). On motion by Troy A. Brady, seconded by JC Raffety, the Commission approved the resignation of Kelli S. Babbitt.

The Commission recessed at 12:25 p.m.

The Commission reconvened at 1:00 p.m. (Troy A. Brady left at 12:25 p.m.)

The agenda item scheduled at 1:00 p.m. was delayed until 1:55 p.m. due to a scheduling conflict.

City of Buckhannon Mayor, Kenneth Davidson and City Recorder Rich Clemens, appeared before the Commission and requested an executive session meeting per WV Code 6-9A-4 to discuss personnel issues. On motion by JC Raffety seconded by Donnie R. Tenney, the Commission entered executive session at 1:30 p.m. Present were Donnie R. Tenney, JC Raffety, Megan J. Pomeroy, Jennifer Dinkelo, Kenneth Davidson and Rich Clemens. The Commission returned to open session at 1:55 p.m. No decisions were made in executive session. (Note: not on agenda, report only)

At 1:55 p.m., Steve Linger, E911 Communication Center Director, appeared before the Commission and requested an executive session meeting per WV Code §6-9A-4 to discuss E911 personnel issues concerning Joyce A. Wahl, E911 Dispatcher. On motion by JC Raffety seconded by Donnie R. Tenney, the Commission entered executive session. Present were Donnie R. Tenney, JC Raffety, Megan J. Pomeroy, Jennifer Dinkelo, Steve Linger and Prosecuting Attorney Jacob Reger. Mr. Reger exited the meeting at 2:10 p.m. Ms. Wahl entered the meeting at 2:10 p.m., and then exited the meeting at 2:15 p.m. Ms. Wahl returned to the meeting at 2:30 p.m. The Commission returned to open session at 2:32 p.m. No decisions were made in executive session.

Megan Pomeroy reviewed a letter of resignation from Joyce A. Wahl (copy included). On motion by JC Raffety, seconded by Donnie R. Tenney, the Commission approved the resignation of Joyce A. Wahl.

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

The Commission approved all Vacation Orders.

The Commission approved the following Settlements:

- James Phillip Simon-Final Settlement
- Rudolf Jan Spek-Final Settlement
- Sandra Kay Spencer Cornell-Final Settlement
- Karen Sue Cochran-Final Settlement
- Donald Craig Gasper-Final Settlement
- Thomas Joe Long-Final Settlement
Maurice Paul Simmons-Final Settlement
The Commission approved the following “Exonerations and/or Refunds: (copies included):

- Derrick Wade and Ashley Marie Aegan---#3290-$85.03
- Sammy or Roberta Eubank---#3291-$130.95
- Suzanne Humphreys Woody---#3292-$174.96
- Rhonda Haler---#3294-Corrective Ticket
- Barbara Norman---#3295-$23.00

The Commission approved the following “Request for Time Out of the Office” for Commission employees (copies included):

- Greg Harris-September 10, 2013-1/2 day

The Commission approved the following “Consolidation of Land Tracts”: (copies included):

- Washington District-Map 6K Parcel 52.4 with Map 6K Parcel 52.5—owners Jeffrey C. and Phyllis A. Allen

With no further business, on motion by JC Raffety, seconded by Donnie R. Tenney, the Commission meeting adjourned at 3:15 p.m.