The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, September 11, 2014, at 9:00 a.m., J.C. Raffety called the meeting to order. There were present J.C. Raffety, Commissioner; Donnie R. Tenney, Commissioner; Troy A. Brady, Commissioner; Kelley J. Cunningham, County Administrator; Carrie L. Wallace, Assistant County Administrator; and Toni C. Newman, Secretary. The meeting began with a moment of silent meditation and prayer in remembrance of the September 11, 2001, Twin Towers and United Airlines Flight 175 victims, 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 August 28, 2014, as submitted.

After discussion, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved the resignation of Jodi L. Martin, an E911 Tele-communicator, effective September 12, 2014 (copy included).

After discussion, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved the resignation of Carrie L. Bennett, the Commission approved the resignation of Jason L. Queen, Deputy Sheriff, effective September 15, 2014 (copy included).

After discussion, on motion by Troy A. Brady, seconded by Donnie R. Tenney, the Commission approved the employment of full-time Deputy Sheriff, Sean Jeffrey Kundrat, as recommended by David H. Coffman, Sheriff, effective September 21, 2014, at the rate of $16.00 per hour, increasing to $16.31 per hour after completion of required training (copy included).

After discussion, on motion by Donnie R. Tenney seconded by Troy A. Brady, the Commission approved the Tax Department Volunteer, Luke Elliot Blake, effective September 18, 2014 (copy included).

After discussion, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved the employment of full-time Animal Control Officer, John Slaughter, at the request of Greg Harris, Facilities Director, effective September 15, 2014, at the rate of $9.00 per hour and increasing to $9.50 per hour after completion of required training (copy included).

After discussion, on motion by Troy A. Brady, seconded by Donnie R. Tenney, the Commission approved and authorized the President to sign the authorization for Kelley J. Cunningham, County Administrator, to use J.C. Raffety’s official signature stamp to sign required documentation on behalf of the Upshur County Commission (copy included).

After discussion, on motion by Troy A. Brady, seconded by Donnie R. Tenney, the Commission approved and authorized the President to sign the authorization for Carrie L. Wallace, Assistant County Administrator, to use J.C. Raffety’s official signature stamp to sign required documentation on behalf of the Upshur County Commission (copy included).

After discussion, on motion by Troy A. Brady, seconded by Donnie R. Tenney, the Commission approved the Poll Workers, Alternates, and Emergency Ballot Commissioners for the November 4, 2014, General Election (copy included).

Carrie L. Wallace provided an overview of the Software Systems Maintenance contract at the request of J.C. Rafferty. After discussion, on motion by Troy A. Brady, seconded by Donnie R. Tenney, the Commission approved and authorized the President to sign the contract, effective July 1, 2014, through June 30, 2015, with all maintenance levels remaining the same as last year (copy included).

Carrie L. Wallace provided an overview of the Environmental Systems Research Institute (ESRI) contract at the request of J.C. Rafferty. The ESRI contract, in the amount of $500.00, is for Terri Jo Bennett’s tablet utilized for addressing and mapping purposes. After discussion, on motion by Troy A. Brady, seconded by Donnie R. Tenney, the Commission approved and authorized the President to sign the contract, effective September 1, 2014, through August 31, 2015 (copy included).

After discussion, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved and authorized the President to sign the EMGP Sub-grant Application 2014 Funds in the amount of $34,702.00 (copy included).

After discussion, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved the Order Extending Time to Settle Estate Pursuant to WV Code §44-4-14 regarding the Estate of Arnett Browne Corley (copy included).

At 9:15 a.m., Sandra Phillips appeared before the Commission to request assistance regarding a grey-water run-off issue. The Commission provided State resources to Ms. Phillips and will continue to research the county’s authority over the issue and provide results of the findings.

J.C. Raffety reviewed the following “For Your Information” items: (copies included)
1. Correspondence from David W. McCauley, City Attorney: 5.4 Acre Annexation on Brushy Fork Road. After discussion, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved and authorized the President to sign the certificate of Annexation Order.

2. Correspondence from Jeff Palmer, Association of WV Solid Waste Authorities Chair: Invitation to attend the 2014 WV Educational Conference on Litter Control and Solid Waste Management taking place October 19-21, 2014, at the Pullman Plaza in Huntington, WV.

3. Correspondence from Robert C. Orndorff, Dominion Resource Services Managing Director State & Local Affairs for Atlantic Coast Pipeline Informational Open House: Wednesday, September 17, 2014, from 4-8 p.m. at the Greek Alumni Room and Performing Arts Center Lobby on the West Virginia Wesleyan College Campus.

4. Upshur County E911 Communication Center Reports for August 2014
   - Monthly Call Summary Report
   - Monthly Departmental Summary Report
   - Monthly & Year to Date Wrecker Report

5. Building Permit Report for August 2014


7. Upshur County Children’s Festival: Saturday, September 20, 2014, from 10 a.m. to 2 p.m. at the Stockert Youth Center.

8. Agendas and/or Notice of Meetings:
   - Elkins Road PSD August 5, 2014
   - Elkins Road PSD September 2, 2014
   - City Council of Buckhannon September 4, 2014
   - Family Resource Network September 8, 2014

9. Meeting Minutes
   - Elkins Road PSD August 5, 2014
   - James W Curry Advisory Board June 25, 2014
   - James W Curry Advisory Board July 23, 2014
   - Family Resource Network August 11, 2014

10. Meetings
    - 09/02/14 6:00 p.m. Hodgesville PSD
    - 09/02/14 6:00 p.m. Elkins Road PSD
    - 09/04/14 7:00 p.m. Banks District VFD
    - 09/04/14 7:00 p.m. Selbyville VFD
    - 09/08/14 12:00 p.m. Upshur County Family Resource Network
    - 09/08/14 4:30 p.m. Upshur County Solid Waste Authority
    - 09/08/14 6:00 p.m. B-U Recreational Park Advisory Board
    - 09/08/14 6:00 p.m. Lewis-Upshur Community Corrections Board
    - 09/08/14 6:00 p.m. Buckhannon-Upshur Watershed Association
    - 09/09/14 10:00 a.m. Wes-Mon-Ty Resource Conservation & Development
    - 09/09/14 7:00 p.m. Adrian VFD
    - 09/09/14 7:00 p.m. Ellamore VFD
    - 09/10/14 12:00 p.m. Upshur County Senior Center Board
    - 09/10/14 1:30 p.m. Upshur County Conventions & Visitors Bureau
    - 09/10/14 6:00 p.m. Upshur County Citizens Corp-CERT
    - 09/10/14 7:30 p.m. Warren District VFD
    - 09/10/14 7:00 a.m. UC Development Authority–Exec. Board
    - 09/11/14 1:00 p.m. Adrian PSD
    - 09/11/14 3:00 p.m. Tennerton PSD
    - 09/11/14 4:30 p.m. UC Safe Sites & Structures Ordinance Board
    - 09/11/14 7:30 p.m. Buckhannon VFD
    - 09/12/14 7:00 a.m. Buckhannon Upshur Airport Authority
    - 09/15/14 12:00 p.m. Buckhannon-Upshur Chamber of Commerce
    - 09/16/14 5:00 p.m. UC Enhanced Emergency Telephone Advisory Board
    - 09/16/14 4:00 p.m. Upshur County Fire Board
    - 09/17/14 6:30 p.m. Lewis Upshur LEPC
    - 09/18/14 6:30 p.m. Upshur County Youth Camp Board
UPSHUR COUNTY COMMISSION MEETING
September 11, 2014

- 09/21/14 6:00 p.m. Washington District VFD
- 09/22/14 10:00 a.m. Mountain CAP of West Virginia, CDC
- 09/24/14 7:00 a.m. UC Development Authority – Full Board
- 09/25/14 4:00 p.m. Upshur County Farmland Preservation Board
- 09/24/14 10:00 a.m. James W. Curry Advisory Board
- 09/24/14 12:00 p.m. Upshur County Development Authority
- TBA 6:00 p.m. Upshur County Fire Fighters Association

11. Appointments Needed or Upcoming:
   - B-U Parks & Rec Board (Vacant Position---06-30-14)---Board of Education
   - B-U Parks & Rec Board (Vacant Position---06-30-14)---County
   - B-U Parks & Rec Board (Vacant Position---06-30-14)---County
   - UC Farmland Protection Board (Vacant Position---6-30-14)---Community
   - UC Safe Structures and Sites Board (Vacant Position---6-30-14)---Community
   - UC Safe Structures and Sites Board (Vacant Position---6-30-14)---Community
   - UC Civil Service Board (Vacant Position---12-31-13)---Commission
   - UC Enhanced Emergency Telephone Board (Vacant Position---06-30-13)---Community

At 9:30 a.m., Sheriff David H. Coffman appeared before the Commission and introduced new Deputies, William T. Chidester and Sean Jeffrey Kundrat.

At 9:37 a.m., the Commission held a Moment of Silence in remembrance of the September 11, 2001 victims aboard American Airlines Flight 77.

At 9:45 a.m., Rick Edwards appeared before the Commission and thanked Donnie R. Tenney for his service on the Stockert Youth Center Advisory Board; and requested consideration of Troy A. Brady as his replacement when he leaves office. Mr. Edwards commended Troy A. Brady on the work he has completed thus far.

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

At 10:03 a.m., the Commission held a Moment of Silence in remembrance of the September 11, 2001 victims aboard United Airlines Flight 93.

The Commission approved all Vacation Orders.

The Commission approved the following Consolidations of Tracts: (copies included)
   - Carlene S. Huffman
   - Randall W. and Shirley A. Bragg
   - Ralph and Opal K. Lipps
   - B&S Well Services, Inc.
   - B&S Well Services, Inc.

The Commission approved the following Settlements:
   - Allen R. Beer—Final Settlement
   - Olen C. Carpenter—Final Settlement
   - Denver Ross Caynor—Final Settlement
   - Ray Clyde Chidester—Final Settlement
   - Rosie May Johnson—Final Settlement
   - Linton C. Karickhoff—Final Settlement
   - Gregory John Lane—Final Settlement
   - Gary Neil Linger—Final Settlement
   - Mary Elizabeth Smith—Final Settlement
   - Edward Francis Summerfield—Final Settlement
   - Arnold Guy Wentz—Final Settlement
   - Beulah Bell Helmick Whitehair—Final Settlement
   - Orval Norse Zickefoose—Final Settlement
   - Jean Louise Jackson—Final Settlement
   - Victor R. Newman—First Annual Settlement

The Commission approved the following “Request for Time out of Office:” (copies included)
   - Terri Jo Bennett—September 23, 2014; October 17, 2014; November 13-14, 2014; and November 18, 2014
   - Carrie Wallace—October 3, 2014

With no further business, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission adjourned at 2:25 p.m.