The County Commission of Upshur County West Virginia, held their regular meeting at the Courthouse Annex on Thursday, September 13, 2012 at 9:00 a.m. Donnie R. Tenney called the meeting to order. There were present Donnie R. Tenney, Commissioner; Creed G. Pletcher, Commissioner; William A. Parker, Administrator and Jacqueline Dinklocker, Secretary. JC Raffety, Commissioner, attended the meeting via conference call. 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 Donnie R. Tenney, seconded by Creed G. Pletcher, the Commission approved the regular meeting minutes of September 06, 2012 as submitted.

Windamar, Inc. representatives, Chuck Marks and Charles Marks, appeared before the Commission to request a variance from the Upshur County Floodplain Ordinance for a fill project. Currently the subject property is located within the special flood hazard area per Federal Emergency Management Agency (FEMA) flood maps. After discussion, no action was taken to change the current procedure outlined in the ordinance for obtaining a permit. Windamar is requested to obtain a Conditional Letter of Map Revision from FEMA before the permit will be issued. Then once the property is filled, Windamar will also be responsible for obtaining a Letter of Map Revision based on fill from FEMA and file with the office of the Upshur County Commission.

Micah Hitt-Harris, Program Director/Case Manager, Lewis-Upshur-Braxton Community Corrections Day Report Center, appeared before the Commission and requested consideration of the resignation of Twila Wolford, Case Manager, effective September 12, 2012. Ms. Hitt-Harris also requested the change in employment status of Stacy Truman from part time to full time Case Manager effective September 24, 2012 at the rate of $11.33 per hour. After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved the requests.

Ms. Hitt-Harris discussed the regional jail bill which has been steadily increasing over the past several months. Ms. Hitt-Harris stated that she encourages judicial officials to use the services of the day report center. William A. Parker advised that Assistant County Administrator, Megan J. Pomeroy will be requested closely monitor the regional jail bill and follow up with an analysis of expenditures.

William A. Parker provided an update/status report on the public assistance reimbursement from the Federal Emergency Management Agency (FEMA) for June storm related damages. Mr. Parker commended James Farrell, Office of Emergency Management Assistant Director, for his assistance with obtaining documentation. After discussion, on motion by JC Raffety, seconded by Creed G. Pletcher, the Commission approved and authorized the President to sign the application for reimbursement (copy on file in the Office of the Upshur County Commission).

After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved West Virginia Wesleyan College student, Rebecca Wilkinson as volunteer intern for the Lewis-Upshur-Braxton Community Corrections Day Report Center (copy included).

After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved and authorized the President to sign the Cooperative Grant Agreement with Volunteer West Virginia in the amount of $1,000.00 for the benefit of the Upshur County Citizens Corps Council (copy included).

After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved the poll workers and alternates for the November 6, 2012 General Election as submitted (copy included).

The Commission discussed the printing of the ballots for the November 6, 2012 General Election. William A. Parker advised that no appeal has been filed concerning the David D. Taylor v. Michael R. Kelley election challenge and recommended that printing should proceed as scheduled. The Commission concurred and Debbie Thacker Wilfong was advised to proceed.

William A. Parker provided an update/status report on the use of direct deposit for payroll. Mr. Parker advised that updates to computer software have been implemented to “streamline” the payroll process to make direct deposit the more desirable method due to safety and cost saving issues.
The Commission reviewed the following “For Your Information” items:
1. Upshur County Communications Center Reports
   - Monthly Call Summary Report-August 2012
   - Monthly Departmental Call Summary Report-August 2012
   - Monthly Wrecker Rotation Log Report-August 2012
3. Agendas and/or Notice of Meetings:
   - Elkins Road Public service District-September 11, 2012
   - Upshur County Convention and Visitors Bureau-September 12, 2012
4. Meeting Minutes and/or Financial Reports
   - Hodgesville Public Service District- August 07, 2012
5. Meetings:
   - TBA-6:00 p.m.-Region VII Planning & Development Council
   - 09/04/12-6:00 p.m.-Hodgesville Public Service District
   - 09/05/2012-12:00 p.m.-Upshur County Senior Center Board
   - 09/06/12-7:00 p.m.-Banks District Volunteer Fire Department
   - 09/06/12-7:00 p.m.-Selbyville Volunteer Fire Department
   - 09/10/12-12:00 p.m.-Upshur County Family Resource Network
   - 09/10/12-4:30 p.m.-Upshur County Solid Waste Authority
   - October-6:00 p.m.-Lewis-Upshur-Braxton Community Corrections Board
   - 09/10/12-6:00 p.m.-Buckhannon-Upshur Recreational Park Advisory Board
   - 09/11/12-6:00 p.m.-Elkins Road Public Service District
   - 09/11/12-7:00 p.m.-Ellamore Volunteer Fire Department
   - 09/11/12-7:00 p.m.-Adrian Volunteer Fire Department
   - 09/12/12-1:30 p.m.-Upshur County Conventions & Visitors Bureau
   - 09/12/12-7:30 p.m.-Warren District Volunteer Fire Department
   - 09/13/12-1:00 p.m.-Adrian Public Service District
   - 09/13/12-3:00 p.m.-Tennerton Public Service District
   - 09/13/12-6:30 p.m.-Upshur County Safe Sites & Structures Ordinance Board
   - 09/13/12-7:30 p.m.-Buckhannon Volunteer Fire Department
   - 09/14/12-7:00 a.m.-Buckhannon Upshur Airport Authority
   - 09/16/12-7:30 p.m.-Washington District Volunteer Fire Department
   - 09/17/12-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
   - 09/17/12-7:00 p.m.-Upshur County Fair Association
   - 09/18/12-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development
   - 09/18/12-5:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
   - 09/19/12-7:00 p.m.-Lewis Upshur LEPC
   - 09/20/12-6:30 p.m.-Upshur County Youth Camp Board
   - 09/20/12-6:30 p.m.-Upshur County Fire Board
   - 09/24/12-6:30 p.m.-Upshur County Firefighters Association
   - 09/25/12-4:00 p.m.-Upshur County Public Library Board
   - 09/26/12-7:00 p.m.-Upshur County Development Authority-Full Board
   - 09/26/12-10:00 a.m.-James W. Curry Advisory Board
   - 09/27/12-4:00 p.m.-Upshur County Farmland Preservation Board
   - TBA-Buckhannon River Watershed Association
6. Appointments Needed or Upcoming:
   • Buckhannon-Upshur Parks & Recreation Board- (Richard Edwards-06-30-12- City
   • Buckhannon-Upshur Parks & Recreation Board- (Doug Bush - 06-30-12) - Bd. of Education
   • Buckhannon-Upshur Parks & Recreation Board- (Joe Fealy-06-30-12)- County
   • Buckhannon-Upshur Parks & Recreation Board- (Laura Reed-06-30-12) - County
   • Buckhannon-Upshur Parks & Recreation Board- (Vacant Position- 06-30-13) - County
   • James W. Curry Advisory Board- (William A. Parker- 12-30-12)- County
   • James W. Curry Advisory Board- (Mark Riggs-12-30-12- County
   • Region VII Planning & Development Council- (William A. Parker-12/31/12- County
   • Region VII Planning & Development Council- (Connie Tenney-12/31/12)- County
   • Region VII Planning & Development Council- (Sam Nolte- 12/31/12) - County
   • Region VII Planning & Development Council- (Dr. Pamela Balch-12/31/12)- County
   • Region VII Planning & Development Council- (A.G. Trusler- 12/31/12) -County
   • Upshur County Building Commission (Richard Ralston II-11-10-12) - County
   • Upshur County Civil Service Board- (Terry D. Reed- 12-31-12) -County Bar Association
   • UC Enhanced Emergency Telephone Advisory Board- (Rodney Rolenson 06-30-12)- Law Rep
   • Upshur County Solid Waste Authority- (Robert Wines - 06-30-12) - Soil Conservation District

The Commission approved all invoices for payment (copies included)
The Commission approved all Vacation Orders.
The Commission approved the following Settlements:
   • John Howard Lantz-Final Settlement
   • Nancy Lee Nye Linger-Final Settlement
   • Bobby Joe Tallman-Final Settlement
   • Phyllis Joan Marple-Final Settlement
The Commission approved the following “Exonerations and/or Refunds”:
   (copy included)
   • Marie L. Stanton-#3105-$57.94
   • Kelly R. & Raymond G. Bowman-#3106-Corrective Ticket
   • Hartset and Teta Chidester-#3107-$18.88
   • Brittany Woodall-#3109-$93.64
   • Joseph A. and Joni L. McCartney-#3110-$96.52
   • Aleta C. (Hicks) Harris-#3111-$55.56
   • Aleta C. (Hicks) Harris -#3112-$63.52
   • Kent E. and Gail C. Marsh-#3113-Corrective Ticket
   • Ethel and Mark Fisher-#3114-$117.06
   • Ethel and Mark Fisher-#3115-$112.69
   • Ethel and Mark Fisher -#3116-$109.44
   • Lease Plan USA Inc.-#3117-$76.84

The Commission recessed at 11:30 a.m.
The Commission attended the meeting of the Upshur County Policy Board at 1:00 p.m. (Note: JC Raffety not in attendance)

The Commission attended the meeting of the Upshur County Departmental Supervisors at 2:10 p.m. (Note: JC Raffety not in attendance)

The Commission reconvened at 3:20 p.m.

With no further business, on motion by Creed G. Pletcher, seconded by Donnie R. Tenney, the Commission meeting adjourned at 3:20 p.m.