The County Commission of Upshur County West Virginia, held their regular meeting at the Courthouse Annex on Thursday, September 26, 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; 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 September 12, 2013 as submitted.

After reading of the minutes, on motion by Troy A. Brady, seconded by JC Raffety, the Commission approved the regular meeting minutes of September 19, 2013 as submitted.

Craig Presar, West Virginia University Extension Service representative, appeared before the Commission on behalf of Upshur County CEOS (Community Educational Outreach Service) and reviewed the “Breast Cancer Awareness Day” proclamation which encourages women to be proactive with potentially lifesaving exams. After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved and authorized the Commission to sign the proclamation designating October 07, 2013 as West Virginia Breast Cancer Awareness Day and October 2013 as Breast Cancer Awareness Month throughout Upshur County (copy included).

Joyce Harris-Thacker, Director of the Upshur County Family Resource Network and Alicia Rapking, Director of Parish House, appeared before the Commission and presented the “CROP Hunger Walk Proclamation”. The proclamation encourages participation in and support of the fundraising “walk” which helps local food pantries. After discussion, on motion by Troy A. Brady, seconded by JC Raffety, the Commission approved and authorized the Commission to sign the proclamation which designates October 6, 2013 as CROP Hunger Walk Day in Upshur County (copy included).

Jennifer Dinkelo provided an update/status report on the discussion concerning the taxable fringe benefit on life insurance coverage provided by the County on amounts over $50,000. Currently, the coverage is 2 times the employees’ annual salary. Ms. Dinkelo advised that the consensus of surveyed employees is to provide all County employees and elected officials with life insurance in the amount of $50,000. The change will save about $5,000 per year for the County and facilitate easier record keeping. After discussion, on motion by Troy A. Brady, seconded by JC Raffety, the Commission approved the change.

After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved the reappointment of Glenn Davis to the Upshur County Fire Board. Mr. Davis’ term will expire June 30, 2016.

Jennifer Dinkelo provided a review of the Governor’s Community Participation Grant, project number 12LEDA0223 in the amount of $2,000 for the benefit of Upshur County Literacy Volunteers (copy included). The grant period is July 1, 2011 through
Jennifer Dinkelo provided a review of the West Virginia Wesleyan College, Community Service Federal Work Study Program Agreement. The work study program is a 25/75% match program to employ students in community service work. After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved and authorized the Megan Pomeroy to sign the ACE and Community Partner Memorandum of Agreement (copy included).

Jerry Kimble, Upshur County resident expressed concerns about addressing software readability as related to fire departments. Software formatting and insurance problems have been encountered. The County and City of Buckhannon are trying to work through the problems in order to provide all County and City Fire Departments and agencies with the ability to share addressing and mapping information. (Note: not on agenda, report only)

Donnie R. Tenney reviewed the following “For Your Information” items: (copies included).

1. Agendas and/or Notice of Meetings:
   - Upshur County Development Authority-September 25, 2013
   - Upshur County Solid Waste Authority-September 25, 2013

2. Meeting Minutes and/or Financial Reports: None

3. Meetings:
   - 10/01/2013-6:00 p.m.-Hodgesville PSD
   - 10/01/2013-6:00 p.m.-Elkins Road PSD
   - 10/03/2013-7:00 p.m.-Banks District VFD
   - 10/03/2013-7:00 p.m.-Selbyville VFD
   - 10/07/2013-12:00 p.m.-Upshur County Family Resource Network
   - 10/07/2013-4:30 p.m.-Upshur County Solid Waste Authority
   - 10/07/2013-6:00 p.m.-Buckhannon-Upshur Recreational Park Advisory Board
   - 10/07/2013-6:00 p.m.-Buckhannon-Upshur Watershed Association
   - 10/07/2013-6:00 p.m.-Lewis-Upshur-Braxton Community Corrections Board
   - 10/08/2013-1:00 p.m.-Adrian PSD
   - 10/08/2013-7:00 p.m.-Ellamore VFD
   - 10/09/2013-7:00 a.m. -Upshur County Development Authority – Exec. Board
   - 10/09/2013-12:00 p.m.-Upshur County Senior Center Board
   - 10/09/2013-1:30 p.m.-Upshur County Conventions & Visitors Bureau
   - 10/09/2013-6:00 p.m.-Upshur County Citizens Corp - CERT
   - 10/09/2013-7:30 p.m.-Warren District VFD
   - 10/10/2013-7:00 p.m.-Adrian VFD
   - 10/10/2013-3:00 p.m.-Tennerton PSD
   - 10/10/2013-6:30 p.m.-Upshur County Safe Sites & Structures Ordinance Board
UPSHUR COUNTY COMMISSION MEETING  
September 26, 2013

- 10/10/2013-7:30 p.m.-Buckhannon VFD
- 10/11/2013-7:00 a.m. -Buckhannon Upshur Airport Authority
- 10/15/2013-7:00 p.m.-Upshur County Fair Association
- 10/15/2013-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development
- 10/15/2013-5:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
- 10/16/2013-7:00 p.m.-Lewis Upshur LEPC
- 10/17/2013-6:30 p.m.-Upshur County Fire Board
- 10/17/2013-6:30 p.m. -Upshur County Youth Camp Board
- 10/20/2013-6:00 p.m.-Washington District VFD
- 10/21/2013-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
- 10/22/2013-4:00 p.m. -Upshur County Public Library Board
- 10/23/2013-7:00 a.m. -Upshur County Development Authority – Full Board
- 10/25/2013-10:00 a.m.-James W. Curry Advisory Board
- 10/24/2013-4:00 p.m.-Upshur County Farmland Preservation
- 10/28/2013-10:00 a.m.-Mountain CAP of West Virginia, CDC
- TBA -6:00 p.m.-Upshur County Fire Fighters Association
- October-6:00 p.m.-Region VII Planning & Development Council

4. Appointments Needed or Upcoming:
   - Buckhannon-Upshur Parks & Recreation Advisory Bd.-{Vacant Position- 06-30-12}- County
   - Buckhannon-Upshur Parks & Recreation Advisory Bd.-{Vacant Position- 06-30-13}- County
   - Upshur-Buckhannon Health Dept.-{Vacant Position- 06-30-13}- Washington District
   - Upshur County Fire Board.-{Vacant Position- 06-30-14}- 1st District
   Terri Jo Bennett, Addressing and Mapping Coordinator, appeared before the Commission and reviewed road name requests. After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved the following road names: (copies included):
     - **Shakota Lane**—private driveway located off of the Frenchton Rd
     - **Briar Ridge Lane**—private drive located in Briar Ridge Estates Development LLC off of the Gormley Rd
     - **Thirteenth Lane**—private drive located in Briar Ridge Estates Development LLC off of the Gormley Rd
     - **Thistle Lane**—private drive located in Briar Ridge Estates Development LLC off of the Gormley Rd
     - **Countryside Drive**—private drive located in Countryside Estates off of the Philips Dairy Rd

After discussion, on motion by Troy A. Brady, seconded by JC Raffety, the Commission approved the following road names:
• Goose Lane—private drive located in Briar Ridge Estates Development LLC off of the Gormley Rd

• Valley Lane—private drive located in Briar Ridge Estates Development LLC off of the Gormley Rd

Terri Jo Bennett received correspondence from Jerry Arnold, City of Buckhannon representative, advising the Commission of a new centerline name and structure address within the corporation limits. After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved the road name of Fato Ln. Ms. Bennett advised the Commission and City Representatives that this road name does have direct conflict with existing locations within Upshur County. (NOTE: Since the City of Buckhannon maintains their own addressing and mapping within the corporation limits, Commission action is only required so that it can be added to the addressing and mapping project.)

Ms. Bennett advised that a private driveway has been identified that requires a road name per the E911 Addressing and Mapping Ordinance and further advised that notification was sent to all property owners and no response was received. After discussion, on motion by Troy A. Brady, seconded by JC Raffety, the Commission approved Backfield Dr for the private driveway located off of the Old Elkins Road (copy included).

Jennifer Dinkelo provided an update/status report on the Jack Lane neighbors’ dog complaint. The Doberman has been surrendered by the owners and is waiting for placement in a new home.

Steve Linger, E911 Communication Center Director, appeared before the Commission to discuss staffing issues. (Note: not on agenda, report only)

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

The Commission approved all Vacation Orders.

The Commission approved the following Settlements:

• Joyce A. Goss-Final Settlement
• Robert James Stansbury-Amended Second Annual Settlement

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

• Charles T. or Alice J. Cutright--#3307-Corrective Ticket
• Mark A. Wilfong--#3308-- $48.81
• Rodney M. Dye--#3309-$15.59

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

• Megan J. Pomeroy-October 6 thru 8, 2013
• James Farry-October 7 and 8, 2013
• Terri Jo Bennett-November 25, 26 and 27, 2013

The Commission recessed at 11:20 a.m.

The Commission reconvened at 1:00 p.m.

David D’Orazio, and Robert Aha, Johnson Controls representatives, appeared before the Commission and provided an update/status report concerning the preliminary energy audit/analysis. Mr. D’Orazio advised that the most significant savings would be at the
library and the Courthouse Annex building and made recommendations concerning the rooftop cooling unit but noted that in some areas the savings may not be enough to justify entering into a “Performance Contract”. Donnie R. Tenney requested that Mr. D’Orazio submit a report with a breakdown of areas and recommendations for each.

With no further business, on motion by JC Raffety, seconded by Troy A. Brady, the Commission meeting adjourned at 1:45 p.m.