The County Commission of Upshur County West Virginia, held their regular meeting at the Courthouse Annex on Thursday, October 13, 2011 at 9:00 a.m. Donnie R. Tenney called the meeting to order. There were present Donnie R. Tenney, Commissioner; Creed G. Pletcher, Commissioner, JC Raffety, Commissioner, William A. Parker, Administrator and Terri Jo Bennett, Administrative Assistant. 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 Creed G. Pletcher, the Commission approved the regular meeting minutes of October 06, 2011 with typographical corrections.

No action was taken on the Election Systems & Software Maintenance Agreement pending follow up with Debbie Thacker Wilfong.

After discussion, on motion by JC Raffety, seconded by Creed G. Pletcher, the Commission approved the employment of Brandi Walton as E911 Communications Center Dispatcher. Effective date of employment is October 24, 2011 at the rate of $8.50 per hour, increasing to $9.50 per hour after successful completion of training.

After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved the employment of Gregory B. Woody, as Upshur County Youth Camp Director. Effective date of employment is October 30, 2011 at the starting annual salary of $24,500.

After discussion, on motion by JC Raffety, seconded by Creed G. Pletcher, the Commission approved Lacey C. Conrad, Breanna Marie Taylor, Emily Anne Noel and Rachel Kay Clemons as volunteers for the Lewis-Upshur Animal Control Facility.

After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved the change in the employment status of part time employee, Rosalyn Hovis to work on an “as-needed” basis at the James W. Curry Library at the current rate of $7.25 per hour.

After discussion, on motion by JC Raffety, seconded by Creed G. Pletcher, the Commission approved reports, documentation and reimbursement requests for costs associated with the following Homeland Security Grants: 09-SHS-16, Mass Migration Support Plan & Interoperability; 09-SHS-17, Critical Infrastructure Support; 09-SHS-18, Continuity of Operations Plan and 09-SHS-19, Citizen Preparedness Plan and authorized the President to sign all documentation.

Gary Rapking, WVU Extension Service, appeared before the Commission and expressed appreciation for the new office facilities. Mr. Rapking had questions concerning the timeline for the completion of the conference room. Mr. Rapking would like to be able to move forward with programming of activities and open house planning. The Commission will follow up with Gary Bailey, Maintenance Supervisor, and report back to Gary Rapking.

Gary Rapking requested an update regarding the Upshur County Farmland Preservation Board. Mr. Rapking was advised that the Commission is waiting for confirmation of acceptance of appointment from one non-farming board member.
When confirmation is received, Mr. Parker will follow up with board members to schedule a meeting.

After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved the placement of Mary Griffith for the Community Work Experience Program (CWEP) in the Office of the Upshur County Clerk effective October 13, 2011.

Donnie R. Tenney reviewed the following “For Your Information” items:
1. Upshur County Regional Airport Project Report
2. Dog Warden Report-September 2011
3. Feline Activity Report-September 2011
4. Building Permit Report-September 2011
5. Upshur County E911 Communications Center Reports:
   - Monthly Call Summary Report-September 2011
   - Monthly Department Call Report-September 2011
   - Monthly Wrecker Report-September 2011
6. Agendas and/or Notice of Meetings: None
7. Meeting Minutes and/or Financial Reports: None
8. Meetings:
   - 10/04/11-6:00 p.m. -Elkins Road Public Service District
   - 10/04/11-9:00 a.m. -Canvass of Election
   - 10/12/2011-7:00 a.m. -Upshur County Development Authority-Exec. Board
   - 10/12/11-7:30 a.m. -Buckhannon-Upshur Airport Authority
   - 10/12/11-12:00 p.m. -Upshur County Senior Center Board
   - 10/12/11-1:30 p.m. -Upshur County Conventions & Visitors Bureau
   - 10/13/11-1:00 p.m. -Adrian Public Service District
   - 10/13/11-3:00 p.m. -Tennerton Public Service District
   - 10/13/11-6:30 p.m. -Upshur County Safe Sites & Structures Ordinance Board
   - 10/17/11-12:00 p.m. -Upshur County Family Resource Network
   - 10/17/11-4:30 p.m. -Upshur County Solid Waste Authority
   - 10/17/11-6:00 p.m. -Buckhannon-Upshur Recreational Park Advisory Board
   - 10/17/11-7:00 p.m. -Upshur County Fair Association
   - 10/18/11-10:00 a.m. -Wes-Mon-Ty Resource Conservation & Development
   - 10/18/11-5:00 p.m. -UC Enhanced Emergency Telephone Advisory Board
   - 10/19/11-7:00 p.m. -Lewis Upshur LEPC
   - 10/20/11-6:30 p.m. -Upshur County Fire Board
   - 10/20/11-6:30 p.m. -Upshur County Youth Camp Board
   - 10/26/11-7:00 a.m. -Upshur County Development Authority
   - 10/26/11-10:00 a.m. -James W. Curry Advisory Board
   - November-6:00 p.m. -Community Corrections Board-Lewis County
   - TBA-4:00 p.m. -Upshur County Public Library Board
   - TBA-7:00 p.m. -Region VII Planning & Development Council
5. Appointments Needed or Upcoming:
   - Adrian Public Service District-(Sharon Bowen 10-31-11) County
   - Buckhannon-Upshur Airport Authority-(Charles Anderegg 6-30-11) County
   - James W. Curry Advisory Board-(Craig Presar 12-31-11) County
   - James W. Curry Advisory Board-(Joyce Harris-Thacker 12-31-11) County
   - James W. Curry Advisory Board-Debra Brockelman 12-31-11) County
   - Region VII Planning & Development Council-(William A. Parker 12-31-11) County
   - Region VII Planning & Development Council-(Connie Tenney 12-31-11) County
   - Region VII Planning & Development Council-(Sam Nolte 12-31-11) County
   - Region VII Planning & Development Council-(Dr. Pamela Balch 12-31-11) County
   - Region VII Planning & Development Council-(A.G. Trusler 12-31-11) County

The Commission approved all invoices for payment. (copy included)
The Commission approved the following Settlements:
   - Josephine Elenore Minor-Final Settlement
   - Ilene Virginia Pickens-Final Settlement
   - Blair B. Wolfe-Final Settlement
   - Mary E. Linger-Final Settlement

The Commission approved the following “Exoneration and/or Refunds”:
   (copy included)
   - Gerald Scott-#2944- $9.44
   - Ruth M. Davis-#2945- $9.44
   - Mary Kay Light & Robert K. Zickefoose-#2946- $178.45

   Mitch Tacy, City of Buckhannon Fire Department representative, appeared before the Commission with a request for Addressing and Mapping data. The Commission advised Mr. Tacy that they have a signed contract with the City of Buckhannon but are waiting to be listed as an additional insured before data can be released. If the Buckhannon Volunteer Fire Department would request the same information, a signed agreement would need to be on file with the Upshur County Commission listed as an additional insured. (Note: item not on agenda, report only)

   Cathy McCauley, Red Ribbon Committee Chairperson, appeared before the Commission and presented the “Red Ribbon Week” Proclamation. The purpose of the proclamation is to raise awareness of substance abuse and solicit involvement from individuals, business and service organizations, schools, churches and law enforcement to participate in on-going initiatives for the prevention of substance
abuse. After discussion, on motion by JC Raffety, seconded by Creed G. Pletcher, the Commission approved and authorized the Commission to sign the “Red Ribbon Week” Proclamation designating October 24, 2011 thru October 28, 2011 as Red Ribbon Week in Upshur County. (copy included)

Rick Edwards, county resident, appeared before the Commission and expressed concerns on how board members are appointed to various boards. (Note: item not on agenda, report only)

The Commission discussed the Upshur County Development Authority’s Resolution to be placed on next week’s agenda. Due to time restrictions, the Commission agreed to sign the resolution, retroactive to today’s date. (Note: item not on agenda, report only)

The Commission recessed at 12:00 p.m.

The Commission attended the meeting of the Upshur County Policy Board at 1:00 p.m.

The Commission reconvened at 1:40 p.m.

Lennox A. Cornwell, American Fidelity Assurance Company representative, appeared before the Commission and provided a review of benefits and schedule of enrollment. (copy included)

The Commission recessed at 2:15 p.m.

The Commission attended the meeting of the Upshur County Departmental Supervisors at 2:15 p.m.

The Commission reconvened at 2:35 p.m.

Gary Bailey, Maintenance Supervisor, appeared before the Commission to discuss maintenance and staffing issues. (Note: item not on agenda, report only)

With no further business, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission meeting adjourned at 3:05 p.m.