The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, October 15, 2015, at 9:00 a.m. JC Raffety called the meeting to order. Present were JC Raffety, Commissioner, Terry Cutright, Commissioner; Carrie Wallace, County Administrator, Tabatha Perry, 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.

On motion by Terry Cutright, seconded by JC Raffety, the Commission approved the regular meeting minutes of October 8, 2015 with typographical corrections.

Joyce Harris-Thacker and Lori Ulderich-Harvey representatives for the Upshur County Family Resource Network, and Alicia Rapking, Crosslines/Parish House representative, appeared before the Commission and provided a review of the upcoming Crop Hunger Walk which will take place on Sunday, October 18. Lori Ulderich-Harvey read the Crop Hunger Walk Proclamation designating October 18, 2015 as “Crop Hunger Walk Day” in Upshur County. After discussion, on motion by Terry Cutright, seconded by JC Raffety, the Commission approved and authorized the Commission to sign the Proclamation (copy included). Ms. Harris-Thacker advised that “25 percent of proceeds from this walk will remain in Upshur County supporting food programs at the Parish House and the Salvation Army.” More information can be found on the website, www.cropwalk.org.

After discussion, on motion by Terry Cutright, seconded by JC Raffety, the Commission approved and authorized the President to sign the West Virginia Records Management and Preservation Board Grant Application and related documents in the amount of $10,000 with a $1,000 match paid for by the Commission for fiscal year 2016-2017 (copy included). The grant will be used for the preservation and maintenance of county records for public and county use.

After discussion, on motion by Terry Cutright, seconded by JC Raffety, the Commission approved Makala Shappek as Lewis Upshur Animal Control Facility volunteer.

After discussion, on motion by Terry Cutright, seconded by JC Raffety, the Commission approved the employment of Arlene F. Harper as Tax Deputy at the rate of $10.00 per hour effective October 19, 2015 (copy included).

After discussion, on motion by Terry Cutright, seconded by JC Raffety, the Commission approved the appointment of Carey A. Wagner as member of the Source Water Protection Committee (copy included).

After discussion, on motion by JC Raffety, seconded by Terry Cutright, the Commission approved the reappointment of Carrie Wallace as member of the James W. Curry Library and Park Advisory Board with a term expiration of December 31, 2020 (copy included).

After discussion, on motion by Terry Cutright, seconded by JC Raffety, the Commission approved the request from Tabatha Perry for the amendment of term expiration dates of Upshur County Farmland Preservation Board Members, Steve Butler and Dr. Joe Reed. The change in the expiration dates from 6/30/2015 to 6/30/2017 will bring the appointments into compliance with the Board’s Bylaws (copy included).

After discussion, on motion by Terry Cutright, seconded by JC Raffety, the Commission approved the Application for Donated Leave from Tabatha Perry.

JC Raffety reviewed the following “For Your Information” items (copies included):

1. Correspondence from Carole A. McCoy, Atlantic Coast Pipeline, LLC representative, concerning the Atlantic Coast Pipeline Certificate Application Filing Notification and new docket number.
2. Correspondence from Carole A. McCoy, Dominion Transmission, Inc. representative, concerning Supply Header Project Certificate Application Filing Notification and new docket number.
3. Upshur County E911 Communication Center Reports—October 2015
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- Monthly Call Summary Report
- Monthly Departmental Summary Report
- Monthly and YTD Wrecker Report

4. Buckhannon-Upshur Chamber of Commerce Newsletter—October 2015
5. Agendas and/or Notice of Meetings:
   - Buckhannon City Council—October 15, 2015
   - Elkins Road Public Service District—November 3, 2015

6. Meeting Minutes:
   - Elkins Road Public Service District — September 1, 2015
   - Upshur County Safe Structures & Sites Ordinance Enforcement Board—September 10, 2015

7. Meetings:
   - 10/01/15-7:00 p.m.-Banks District VFD
   - 10/01/15-7:00 p.m.-Selbyville VFD
   - 10/06/15-6:00 p.m.-Hodgesville PSD
   - 10/06/15-5:30 p.m.-Elkins Road PSD
   - 10/14/15-12:00 p.m.-Upshur County Senior Center Board
   - 10/14/15-1:30 p.m.-Upshur County Conventions & Visitors Bureau–UCDA Office
   - 10/14/15-6:00 p.m.-Upshur County Citizens Corp-CERT
   - 10/14/15-7:00 p.m.-Warren District VFD
   - 10/08/15-1:00 p.m.-Adrian PSD
   - 10/08/15-3:00 p.m.-Tennerton PSD
   - 10/08/15-4:00 p.m.-Upshur County Safe Sites & Structures Ordinance Board
   - 10/08/15-7:30 p.m.-Buckhannon PSD
   - 10/08/15-4:00 p.m.-B-U Airport Authority—meeting held at Airport
   - 10/12/15-12:00 p.m.-Upshur County Family Resource Network-Cancelled
   - 10/05/15-12:00 p.m.-Upshur County Family Resource Network-Special Meeting
   - 10/12/15-4:30 p.m.-Upshur County Solid Waste Authority
   - 10/12/15-6:00 p.m.-B-U Recreational Park Advisory Board-Cancelled
   - 10/19/15-6:00 p.m.-B-U Recreational Park Advisory Board-Special Meeting
   - 10/12/15-6:00 p.m.-Lewis-Upshur Community Corrections Board-Cancelled
   - 10/13/15-6:00 p.m.-Lewis-Upshur Community Corrections Board-Special Meeting
   - 10/07/15-6:00 p.m.-Buckhannon River Watershed Association
   - 10/20/15-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development
   - 10/13/15-7:00 p.m.-Adrian VFD
   - 10/21/15-7:00 p.m.-Ellamore VFD
   - 10/21/15-12:00 p.m.-Lewis Upshur LEPC—Lewis location
   - 10/18/15-6:30 p.m.-Upshur County Youth Camp Board
   - 10/20/15-6:30 p.m.-Upshur County Fire Board
   - 10/21/15-7:00 a.m.-Upshur County Development Authority
   - 10/07/15-7:00 a.m.-Upshur County Development Authority—Exec. Board
   - 10/18/15-6:00 p.m.-Washington District VFD
   - 10/19/15-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
   - 10/20/15-5:00 p.m.-Upshur County EETAB
   - 10/13/15-4:00 p.m.-Upshur County Public Library Board
   - 10/22/15-3:30 p.m.-Upshur County Farmland Protection Board
   - 10/28/15-10:00 a.m.-James W. Curry Advisory Board
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- TBA-6:00 p.m.- Upshur County Fire Fighters Association
- 10/15/15-6:00 p.m.-Buckhannon Upshur Board of Health
- 10/26/15-10:00 a.m.-Mountain CAP of West Virginia, CDC

8. Appointments Needed or Upcoming:
- Upshur Fire Board (Vacant Position-6-30-16)-1st District Community Representative
- Sourcewater Protection Committee-County Representative-Must be PSD board member or employee
- Upshur County Farmland Preservation Board (Vacant Position-06-30-15)-At Large-Non Farming

Carrie Wallace reviewed a road name request. After discussion, on motion by Terry Cutright, seconded by JC Raffety, the Commission approved Landaplenty Rd for a private driveway located off of Hardman Road.

JC Raffety provided a review and third reading of an ORDINANCE GRANTING A RENEWAL FRANCHISE TO CEQUEL III COMMUNICATIONS II, LLC, A DELAWARE LIMITED LIABILITY COMPANY DOING BUSINESS AS SUDDENLINK COMMUNICATIONS, TO OPERATE AND MAINTAIN A CABLE SYSTEM IN THE COUNTY OF UPSHUR, WEST VIRGINIA; AND SETTING FORTH CONDITIONS ACCOMPANYING THE GRANT OF FRANCHISE; SUPERSEDING ALL PREVIOUS FRANCHISE ORDINANCES FOR THE COUNTY COMMISSION OF UPSHUR COUNTY (copy included). After discussion, on motion by Terry Cutright, seconded by JC Raffety, the Commission approved and authorized the President to sign the Ordinance.

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

The Commission approved all Vacation Orders.

The Commission approved the following “Settlements”:
- Delores Marlene Bender-Final
- Marlene Sue Dayton-Final
- John B. Hinkle-Final
- Geraldine B. Moore-Final
- Mildred O. McKisic-Final
- Claude Calvin Reid-Final
- Paul Gene Salyer-Final
- Rosetta May Wooter-Final

James Farrell, Office of Emergency Management Director, appeared before the Commission and requested a pay raise from $11.00 per hour to $12.00 per hour for Deputy Director, John “Buck” Edwards. Mr. Farrell advised that Mr. Edwards has demonstrated proficiency and leadership qualities. After discussion, on motion by Terry Cutright, seconded by JC Raffety, the Commission approved the recommended pay raise.

The Commission recessed at 11:50 a.m.

The Commission attended the meeting of the Department Supervisors (copy included)

The Commission attended the meeting of the Policy Board (copy included).

The Commission reconvened at 2:50 p.m.

With no further business, on motion by Terry Cutright, seconded by JC Raffety, the Commission adjourned at 2:50 p.m. and attended a meeting at the E911 Communications Center.