The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, October 20, 2016 at 9:00 a.m. Terry Cutright called the meeting to order. Present were; Terry Cutright, Commissioner; Troy A. Brady, Commissioner; Carrie Wallace, County Administrator; Tabatha Perry, Assistant County Administrator; and Jacqueline Dinklocker, Secretary. JC Raffety, Commissioner, was not present. The meeting began with a moment of silent meditation and prayer followed by the Pledge of Allegiance. All motions passed unanimously, unless otherwise stated.

Carrie Wallace reviewed email correspondence from Robert and Sue Ware. Mr. Ware appeared at the October 6, 2016 Commission meeting and expressed concerns about the responsibility of placing road signage. Mr. Ware expressed disagreement with the minutes as posted and pointed out statements with which he disagreed. After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved to add a copy of Mr. and Ms. Ware’s email and the transcript of the October 6, 2016 Upshur County Commission meeting to the minutes.

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved the regular meeting minutes of October 13, 2016 as submitted.

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved and authorized the President to sign correspondence to Tony O’Leary, Community Development Representative, enclosing a progress report concerning Adrian PSD Phase VI Water Extension Small Cities Block Grant Project #10SCBG0035—and approved Drawdown #14 in the amount of $16,683.30 (copy included).

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved and authorized Carrie Wallace to sign the Volunteers Accident Medical Insurance Enrollment Request Form 2016 with an annual premium of $235.

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved the appointment of J. J. Ford as board member of the Upshur County Park and Recreation AdvisorY Board as recommended by Joe Fealy, Board President. Mr. Ford’s term will expire June 30, 2018.

After discussion, on motion by Troy A. Brady seconded by Terry Cutright, the Commission approved the signing of correspondence to outside agencies regarding FY 18 budget hearings (copies included).

After discussion, on motion by Troy A. Brady seconded by Terry Cutright, the Commission approved Michelle Jack, Brooke Phelps, Courtney Jack and Rachael Willard as volunteers for the Lewis-Upshur Animal Control Facility.

Joyce Harris-Thacker appeared before the Commission with Community leaders Tanya Zickfeoos, Lori Ulderich-Harvey and student representatives from area schools and provided a presentation of Red Ribbon Week events and themes. The national anti-drug program “promotes family and individual responsibility for living healthy, drug-free lifestyles” with this year’s theme YOLO-You Only Live Once, Be Drug Free”. The Commission approved and authorized the signing of the Red Ribbon Week Proclamation which designates October 24-28, 2016 as Red Ribbon Week in Upshur County (copy included).

Dr. Joseph Reed and representatives of the Upshur County Tobacco Prevention Coalition, appeared before the Commission and reviewed statistics and information concerning the adverse effects of smoking and tobacco usage. Dr. Reed read the Proclamation which recognizes and supports the American Cancer Society’s Great American Smokeout on November 17, 2016 in
Upshur County. The proclamation encourages the participation of citizens “to join the Great American Smokeout and quit for at least one day”.

After discussion, on motion by Troy A. Brady seconded by Terry Cutright, the Commission approved and authorized signing the Annual Financial Report for Upshur County for the fiscal year ended June 30, 2016. Copies are available for the public and are on file in the office of the Upshur County Clerk.

Terry Cutright reviewed the following “For Your Information” items (copies included):
1. Correspondence from Carrie Wallace, County Administrator to Mr. and Mrs. Robert Ware regarding the discovery that all plots of land in French Creek Estates have been sold by the developer. Thus, the purchase of road name signs is the responsibility of the current property owner(s) per section 7.2 of the Addressing and Mapping Ordinance.
2. Lewis-Upshur Animal Control Facility Cat Report-September 2016
4. Upshur County Mileage Reports-September 2016
   - Upshur 911
   - Maintenance
   - Emergency Management
   - Sheriff
   - Addressing and Mapping
   - Community Corrections
   - Dog Pound
5. Newsletters and/or Event Notifications:
   - Buckhannon-Upshur Chamber of Commerce Newsletter-October 17, 2016
   - Free “Dining with Diabetes” Workshop Series to begin October 25th at 6:30 p.m. at the WVU Upshur Extension Office
   - Movie showing of “Chasing the Dragon-The Life of an Opioid Addict”-6:30 p.m. on October 27th at the Buckhannon Police Department Training Facility
   - Hodgesville Lion’s Club “All-You-Can-Eat” Fundraiser at the Warren District Community Building from 7:00 a.m. to 1:00 p.m.
6. Agendas and/or Notice of Meetings:
   - Buckhannon-Upshur Airport Authority —October 13, 2016
   - Buckhannon-Upshur Chamber of Commerce—October 17, 2016
   - Upshur County Public Library Board—October 18, 2016
   - Upshur County Board of Health—October 19, 2016
   - Buckhannon City Council—October 20, 2016
   - Upshur County Farmland Protection Board—October 24, 2016
   - Elkins Road Public Service District—November 1, 2016
7. Meeting Minutes:
   - Upshur County Safe Sites & Structures Ordinance Enforcement Bd.—August 11, 2016
   - Elkins Road Public Service District-Special Emergency Mtg—September 3, 2016
   - Elkins Road Public Service District— September 6, 2016
   - Upshur Citizen Corp Council—September 14, 2016
   - Upshur County Conventions & Visitors Bureau—September 14, 2016
8. Meetings:
   - 10/03/16-12:00 p.m.-Upshur County Family Resource Network – Special Meeting
   - 10/04/16-5:30 p.m.-Elkins Road PSD
   - 10/04/16-6:00 p.m.-Hodgesville PSD
   - 10/05/16-6:30 p.m.-Upshur County Development Authority-Exec. Bd.
   - 10/06/16-7:00 p.m.-Banks District VFD
   - 10/06/16-7:00 p.m.-Selbyville VFD
   - 10/10/16-12:00 p.m.-Upshur County Family Resource Network - Cancelled
   - 10/10/16-4:30 p.m.-Upshur County Solid Waste Authority
   - 10/10/16-6:00 p.m.-B-U Recreational Park Advisory Board-Cancelled
   - 10/10/16-6:00 p.m.-Lewis-Upshur Community Corrections Board-Lewis-cancelled
   - 10/11/16-6:00 p.m.-Buckhannon River Watershed Association
   - 10/11/16-7:30 p.m.-Adrian VFD
   - 10/12/16-12:00 p.m.-Upshur County Senior Center Board
   - 10/12/16-6:00 p.m.-Upshur County Citizens Corp-CERT
   - 10/12/16-7:00 p.m.-Ellamore VFD
   - 10/12/16-7:00 p.m.-Warren District VFD
   - 10/13/16-1:00 p.m.- Adrian PSD
   - 10/13/16-3:00 p.m.-Tennerton PSD
   - 10/13/16-4:00 p.m.-Upshur County Safe Sites & Structures Ordinance Enforcement Bd.
   - 10/13/16-4:00 p.m.-B-U Airport Authority–UCDA Office
   - 10/13/16-7:30 p.m.-Buckhannon VFD
   - 10/16/16-6:00 p.m.-Washington District VFD
   - 10/17/16-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
   - 10/17/16-6:00 p.m.-B-U Recreational Park Advisory Board-Special Meeting
   - 10/17/16-6:00 p.m.-Lewis-Upshur Community Corrections Board-Special Meeting-Lewis
   - 10/18/16-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development
   - 10/18/16-4:00 p.m.-Upshur County Public Library Board
   - 10/18/16-5:00 p.m.-Upshur County EETAB
   - 10/18/16-6:30 p.m.-Upshur County Fire Board
   - 10/19/16-12:00 p.m.-Lewis Upshur LEPC—Upshur location
   - 10/19/16-6:00 p.m.-Buckhannon Upshur Board of Health
   - 10/19/16-6:30 p.m.-Upshur County Development Authority
   - 10/20/16-6:30 p.m.-Upshur County Youth Camp Board
   - 10/24/16-10:00 a.m.-Mountain CAP of West Virginia, CDC
   - 10/24/16-3:30 p.m.-Upshur County Farmland Protection Board-Special Meeting
   - 10/26/16-10:00 a.m.-James W. Curry Advisory Board
   - 10/26/16-1:30 p.m.-Upshur County Conventions & Visitors Bureau–UCDA Office
   - 10/27/16-3:30 p.m.-Upshur County Farmland Protection Board-Cancelled
   - 10/31/16-6:00 p.m.- Upshur County Fire Fighters Association

9. Appointments Needed or Upcoming:
   - Buckhannon-Upshur Parks and Recreation Advisory Board (Vacant Position 6-30-18)-
     Commission

The Commission approved all invoices for payment (copies included)
The Commission approved all Vacation Orders
The Commission approved the following “Settlements” (copies included):
- Charles Elmer Campbell-Final Settlement
- Betty Lou Gaunt-Final Settlement
- Wayne Edward George-Final Settlement
The Commission approved the following “Exonerations and/or Refunds” (copies included):
- Debra Lee and Richard Snyder — #3985—$364.07
The Commission approved the following “Request to Attend Meeting” (copies included):
- Carrie L. Wallace-October 17, 2016

The Commission reviewed agenda items for future meetings, received project updates and discussed administrative business items.

The Commission recessed at 11:10 a.m.

The Commission reconvened at 1:00 p.m. in the hallway of the Upshur County Courthouse for the testing of voting machines for the November 8, 2016 General Election.

With no further business, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission meeting adjourned at 2:20 p.m.