The County Commission of Upshur County West Virginia, held their regular meeting at the Courthouse Annex on Thursday, October 24, 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; Megan J. Pomeroy, County Administrator; 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 Troy A. Brady, seconded by JC Raffety, the Commission approved the regular meeting minutes of October 17, 2013 as submitted.

Megan J. Pomeroy provided a review of the Menard Consulting Inc. Letter of Agreement for Fiscal Year 2013 GASB 45 Actuarial Valuation Services in the amount of $1,900. After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved and authorized the President to sign the service agreement (copy included).

Lee Dixon and Patricia Tolliver, Upshur County Public Library Board representatives, appeared before the Commission and provided an update concerning intended usage of property adjoining the library. Mr. Dixon advised that the house that is currently located on the property would require extensive repairs to make renting it a feasible option. Mr. Dixon advised that the library board plans to use the property to create an additional parking area for the library and requested counsel from the Commission concerning demolition of the house and beauty shop. Mr. Dixon advised that the buildings do not contain any asbestos and the operator of the beauty shop currently rents on a month to month basis and is aware of the plans for the parking area.

Helen R. Phillips, Upshur County Assessor, appeared before the Commission sitting as a Board of Assessment Appeals, and provided a review of the Agreement between Heartwood Forestland Fund IV, LP and the State Tax Commission “Resolving Protest and Application for Review of Natural Resource Property Valuation Matter” (copy included). Ms. Phillips advised that Heartland Forestland Fund IV, LP did not appeal the valuations during the Board of Review and Equalization (BORE) sessions, however, did meet requirements for appeal with the State Tax Commissioner prior to the November deadline. After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved the Agreement between Heartwood Forestland Fund IV, LP and the State Tax Commissioner, Mark K. Matkovich and the assessment appeal as recommended by Helen R. Phillips.

Nate Kennedy, Boy Scout Master Troop 128, appeared before the Commission and provided a review of the Scouts upcoming food drive on November 2, 2013. Scouts from Troops/Packs 128, 124, 100 and 106 will be going door to door from 9:00 am to 12:00 pm to collect donations of foods items. In addition, a drop off point will be located at Jawbone Park from 9:00 am to 2:00 pm. All donations will go to the Parish House Food Pantry.

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

1. American Legion Frank B. Bartlett Post 7 Invitation to Veterans Day Celebration
2. Agendas and/or Notice of Meetings:
UPSHUR COUNTY COMMISSION MEETING
October 24, 2013

- Upshur County Public Library Board - October 16, 2013
- Upshur County Youth Camp Board - October 17, 2013
- Upshur County Development Authority - October 23, 2013
- Upshur Buckhannon Health Department - November 05, 2013

3. Meeting Minutes and/or Financial Reports:
   - Upshur County Public Library Board - September 24, 2013
   - Upshur County Development Authority - September 25, 2013

4. 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
   - 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
   - 10/23/2013-10:00 a.m.-James W. Curry Advisory Board
UPSHUR COUNTY COMMISSION MEETING
October 24, 2013

- 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

5. 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- 06-30-13)- 1st District

The Commission approved all invoices for payment: (copies included).
The Commission approved all Vacation Orders.
The Commission approved the following Settlements:
   - Kaitlyn Jane Hamilton-Final Settlement
   - Alice R. Knox-Final Settlement
   - Myron D. Tenney-Final Settlement
   - Harold J. Zickefoose-Final Settlement

The Commission approved the following “Exonerations and/or Refunds: (copies included)
   - Robert Lee II or Jennifer Reed--#3318--$318.87
   - Rocky K. Cutright--#3319--$105.02

Terry Jo Bennett, Addressing and Mapping Coordinator, appeared before the Commission and advised that she has signed a “Memorandum of Understanding” (MOU) with Randolph County E911/Office of Emergency Management Director, James Wise, concerning a Randolph County structure. The structure can only be accessed from an Upshur County roadway and therefore requires Upshur County addressing. The MOU is an agreement that even though the structure has an Upshur County address, “…Randolph County E911 Center will be designated as the Public Safety Answering Point (PSAP)…” (copy included).

With no further business, on motion by JC Raffety, seconded by Troy A. Brady, the Commission meeting adjourned at 10:30 a.m.