UPSHUR COUNTY COMMISSION MEETING  
October 29, 2015

The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, October 22, 2015, 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 R. 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.

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved the regular meeting minutes of October 22, 2015 with typographical corrections.

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved and authorized Terry Cutright to sign the American Fidelity Assurance Company Adoption Agreement for amended and restated Section 125 Flexible Benefit Plan (copy included).

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved the bylaws for the James W. Curry Library and Park Advisory Board, which were approved by the board on September 23, 2015 (copy included).

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved the reappointment of Phillip Petroski as member of the Adrian Public Service District Board of Directors as recommended by Nina Monroe, Adrian PSD Manager. Term expiration is October 31, 2021 (copy included).

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved the resignation of Virgil D. Miller as Chief Deputy of the Upshur County Sheriff’s Department effective November 6, 2015.

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved the employment of Virgil D. Miller as part time case aid for the 26th Judicial Circuit Community Corrections effective November 15, 2015 at the rate of $10.07 per hour. Mr. Miller will work One Thousand Four Hundred and Eighty Nine hours per year (copy included) (copy included).

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved Caysee Irving as volunteer for the Lewis Upshur Animal Control Facility.

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission entered executive session at 9:20 a.m. per WV Code 6-9A-4 to discuss personnel issues concerning Carla G. Waldo, BIPP Facilitator and parent educator to discuss her position with the 26th Judicial Circuit Community Corrections. Present were Terry Cutright, Troy A. Brady, Carrie Wallace, Tabatha Perry and Rodney Rolenson. The Commission returned to open session at 9:50 a.m. No decisions were made in executive session.

Terry Cutright reviewed the following “For Your Information” items (copies included):

1. Correspondence from Terri Jo Bennett, Addressing and Mapping Coordinator, to Guy Derico, enclosing the completed “Road Name Removal Petition” and corrected copy of the “Proof of Physical Address” application
2. Correspondence from David H. Coffman, Sheriff of Upshur County announcing an hourly wage increase of $1.00 per hour for Sharon Hosaflook, effective Sunday, November 1, 2015 from $11.76 per hour to $12.76 per hour* (see notation)
3. Correspondence from David H. Coffman, Sheriff of Upshur County announcing an hourly wage increase of $1.00 per hour for Lesa Lipscomb, effective Sunday, November 1, 2015 from $10.00 per hour to $11.00 per hour* (see notation)
4. Correspondence from David H. Coffman, Sheriff of Upshur County, announcing an hourly wage increase of $1.00 per hour for Laura Page, effective Sunday, November 1, 2015 from $11.66 per hour to $12.66 per hour* (see notation).

*Carrie Wallace provided a review of WV Code §7-7-7c and §7-7-7d (copy included) and advised that no Commission action was required to approve the above pay wage increases as the money for the pay raises was approved during budget sessions for the current fiscal year. Due to personnel changes, the Sheriff has unused funds, which he is allowed to disperse at his discretion.

*Commissioner Brady expressed concerns about assigning unused revenues to purposes other than what the funds were originally intended and feels that the surplus should be left to roll into the next fiscal year.

5. Dominion Transmission, Inc. Project Update: October 2015—Supply Header Project
6. Dominion Transmission, Inc. Project Update: October 2015—Atlantic Coast Pipeline
7. Lewis-Upshur Animal Control Facility Adoption Financial Transaction—9/1/2015 through 9/30/2015
8. James W. Curry Public Library Calendar of Events—October 2015
9. Upshur County Family Resource Network Newsletter—October 2015
10. Agendas and/or Notice of Meetings:
   • Upshur County Fire Board, Inc.—October 20, 2015
11. Meeting Minutes:
   • 26th Judicial Community Corrections—March 9, 2015
   • 26th Judicial Community Corrections—March 19, 2015
   • 26th Judicial Community Corrections—April 13, 2015
   • 26th Judicial Community Corrections—May 11, 2015
   • Upshur County Fire Board—September 15, 2015
   • Lewis-Upshur LEPC—September 16, 2015
   • Upshur County Fire Board-Special Meeting—September 21, 2015
   • 26th Judicial Community Corrections—October 5, 2015
12. Meetings:
   • 11/05/15-7:00 p.m.—Banks District VFD
   • 11/05/15-7:00 p.m.—Selbyville VFD
   • 11/03/15-6:00 p.m.—Hodgesville PSD
   • 11/03/15-5:30 p.m.—Elkins Road PSD
   • 11/11/15-12:00 p.m.—Upshur County Senior Center Board
   • 11/11/15-1:30 p.m.—Upshur County Conventions & Visitors Bureau—UCDA Office
   • 11/11/15-6:00 p.m.—Upshur County Citizens Corp-CERT
   • 11/11/15-7:00 p.m.—Warren District VFD
   • 11/12/15-1:00 p.m.—Adrian PSD
   • 11/12/15-3:00 p.m.—Tennerton PSD
   • 11/12/15-4:00 p.m.—Upshur County Safe Sites & Structures Ordinance Board
   • 11/12/15-7:30 p.m.—Buckhannon VFD
   • 11/12/15-4:00 p.m.—B-U Airport Authority—meeting held at Airport
   • 11/09/15-12:00 p.m.—Upshur County Family Resource Network-Cancelled
   • 11/09/15-12:00 p.m.—Upshur County Family Resource Network-Special Meeting
   • 11/09/15-4:30 p.m.—Upshur County Solid Waste Authority
   • 11/09/15-6:00 p.m.—B-U Recreational Park Advisory Board
   • 11/16/15-6:00 p.m.—Lewis-Upshur Community Corrections Board—Lewis County
   • 11/02/15-6:00 p.m.—Lewis-Upshur Community Corrections Board—Special Meeting
   • 11/04/15-6:00 p.m.—Buckhannon River Watershed Association
   • 11/17/15-10:00 a.m.—Buckhannon-Elkins Road PSD
   • 11/10/15-7:00 p.m.—Adrian VFD
   • 11/18/15-7:00 p.m.—Elkins Road PSD
   • 11/18/15-12:00 p.m.—Upshur LEPC—Lewis location
   • 11/15/15-6:30 p.m.—Upshur County Youth Camp Board
   • 11/17/15-6:30 p.m.—Upshur County Fire Board
   • 11/18/15-7:00 a.m.—Upshur County Development Authority
   • 11/04/15-7:00 a.m.—Upshur County Development Authority—Exec. Board
   • 11/15/15-6:00 p.m.—Washington District VFD
   • 11/16/15-12:00 p.m.—Buckhannon-Upshur Chamber of Commerce
   • 11/17/15-5:00 p.m.—Upshur County EETAB
   • 11/17/15-4:00 p.m.—Upshur County Public Library Board
   • 11/26/15-3:30 p.m.—Upshur County Farmland Protection Board-Cancelled
   • 11/30/15-3:30 p.m.—Upshur County Farmland Protection Board-Committee Meeting
   • 11/30/15-3:30 p.m.—Upshur County Farmland Protection Board—Special Meeting
   • 11/25/15-10:00 a.m.—James W. Curry Advisory Board
   • TBA—6:00 p.m.—Upshur County Fire Fighters Association
   • 11/19/15-6:00 p.m.—Buckhannon Upshur Board of Health
13. Appointments Needed or Upcoming:
   • Upshur Fire Board (Vacant Position—6-30-16)—1st District Community Representative
   • Upshur County Farmland Preservation Board (Vacant Position—06-30-15)—At Large-Non Farming

Rick Edwards, City of Buckhannon Mayor, expressed concerns about the Atlantic Coast Pipeline crossings of the Buckhannon River and suggested that the Commission appoint an “intervener” to represent Upshur County at various pipeline meetings and discussions.

The Commission approved all invoices for payment (copies included).
The Commission approved all Vacation Orders.
The Commission approved the following “Settlements”:
- Paul Glen Barker-Final
- Geneva Sue Cogar-Final
- Cecil Fletcher Price-Final
- Bobby Lee Shreve-Final
- Marion Ruth True-Final
- Jimmie Lee Tenney-First Annual

The Commission approved the following “Request to Attend Meeting” (copies included):
- Carol Dean-November 11 and December 15, 2015
- Michelle McIe-November 11 and December 15, 2015

The Commission recessed at 10:50 a.m.
The Commission reconvened at 6:00 p.m. in the Upshur County Courthouse, Circuit Court room for the joint meeting with the Buckhannon City Council (minutes included).
With no further business, on motion by Terry Cutright, seconded by Troy A. Brady, the Commission adjourned at 7:55 p.m.