The County Commission of Upshur County West Virginia, held their regular meeting at the Courthouse Annex on Thursday, November 10, 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 Creed G. Pletcher, seconded by JC Raffety, the Commission approved the meeting minutes of October 27, 2011 with typographical corrections. After reading of the minutes, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved the regular meeting minutes of November 03, 2011 as submitted.

Patty Adams, Upshur County resident, appeared before the Commission and provided a review of the “Pancreatic Cancer Awareness Month” proclamation. The purpose of the proclamation is to boost awareness of the incidence of Pancreatic Cancer and encourage public support for the increase of “research funding, patient services, and public awareness and education related to developing effective treatments and a cure”. After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved and authorized the Commission to sign the proclamation designating November 2011 as “Pancreatic Cancer Awareness Month” in Upshur County. (copy included)

William A. Parker provided a review on reimbursement requests from the Office of Emergency Management. After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety, 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 in the amount of $2643.40; 09-SHS-17, Critical Infrastructure Support in the amount of $588.02; 09-SHS-18; Continuity of Operations Plan in the amount of $1,053.00 and 09-SHS-19, Citizens Preparedness, in the amount $1,333.92.

Donnie R. Tenney reviewed correspondence from Craig A. Griffith, State Tax Commissioner, concerning additional compensation of $15,000 to Helen R. Phillips, Upshur County Assessor for “Assessor’s additional duties” as delineated in West Virginia Code 7-7-6a. After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved and authorized the payment. (copy included)

After discussion, on motion by JC Raffety, seconded by Creed G. Pletcher, the Commission approved and authorized the President to sign the “Letter of Understanding” agreement with the Office of the State Auditor for audit services as outlined for fiscal year ending June 30, 2011 for a fee of $26,850.00. (copy included)

After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved the Resolution for the Certified Development Community Program appointing the Upshur County Development Authority as the Local Economic Development Organization for Upshur County. (copy included)
After discussion, on motion by JC Raffety, seconded by Creed G. Pletcher, the Commission approved Ethan Gower as volunteer for the Lewis-Upshur Animal Control Facility.

After discussion, on motion by JC Raffety, seconded by Creed G. Pletcher, the Commission approved the employment of Phyllis Nickerson as part time E911 Communications Center Dispatcher. Effective date of employment is November 14, 2011 at the rate of $8.50 per hour increasing to $9.50 per hour upon successful completion of training.

After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved the change in employment status of Jonathan Freeman from part time Maintenance employee to full time Maintenance employee assigned to the James W. Curry Library and Park, the Upshur County Youth Camp and the Upshur County Maintenance Department with an effective date of December 4, 2011 at the rate $8.29 per hour.

The Commission reviewed the proposed changes for voting precinct boundaries and Magisterial District boundaries. The changes are as follows:

- Combine Precincts 13 & 15-Voting at Buckhannon Academy Elementary School
- Create Precinct 40-Voting at Buckhannon Academy Elementary School-created from part of 37A/37L & 44A/44L
- First Magisterial District-Add Precinct 40 for a total population of 8,145
- Second Magisterial District-Total population of 8,048-reduction in population of 216 from Census Block in 37A/37L to 40
- Third Magisterial District-Total population of 8061-reduction in population of 279 from Census Blocks in 44A/44L to 40.

No action was taken at this time due to an on-going approval process. The Commission will follow up at next week’s meeting.

The Commission reviewed the current “No Hunting” policy at the James W. Curry Library and Park property. After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved hunting to be allowed on the property by permit only. William A. Parker was requested to follow up with creating a permit.

Donnie R. Tenney reviewed the following “For Your Information” items:

1. Correspondence from the Public Service Commission of West Virginia concerning the implementation of a Statewide 311 Abbreviated Dialing System for non emergency calls to the nearest State Police office
2. Correspondence from the Property Tax Division of the West Virginia State Tax Department concerning the IASWorld Project
3. Copy of the “Consolidated Response to the Petitions for a Writ of Mandamus and Writ of Prohibition” filed by Natalie E. Tennant, Secretary of State, in the Supreme Court of Appeals of West Virginia regarding Case Numbers 11-1405 and 11-1447
UPSHUR COUNTY COMMISSION MEETING
November 10, 2011

4. Building Permits-October 2011
5. Agendas and/or Notice of Meetings:
   • Buckhannon-Upshur Airport Authority-November 09, 2011
   • Upshur-Buckhannon Health Department-November 22, 2011
6. Meeting Minutes and/or Financial Reports: None
7. Meetings:
   • 11/01/11-6:00 p.m.-Hodgesville Public Service District
   • 11/01/11-6:00 p.m.-Elkins Road Public Service District
   • 11/09/11-7:00 a.m. -Upshur County Development Authority – Executive Board
   • 11/09/11-7:30 a.m.-Buckhannon Upshur Airport Authority
   • 11/09/11-12:00 p.m.-Upshur County Senior Center Board
   • 11/09/11-1:30 p.m.-Upshur County Conventions & Visitors Bureau
   • 11/10/11-1:00 p.m.-Adrian Public Service District
   • 11/10/11-3:00 p.m.-Tennerton Public Service District
   • 11/10/11-6:30 p.m.-Upshur County Safe Sites & Structures Ordinance Board
   • 11/14/11-12:00 p.m.-Upshur County Family Resource Network
   • 11/14/11-4:00 p.m.-Upshur County Public Library Board
   • 11/14/11-4:30 p.m.-Upshur County Solid Waste Authority
   • 11/14/11-6:00 p.m.-Community Corrections Board - Lewis County
   • 11/14/11-6:30 p.m.-Buckhannon-Upshur Recreational Park Advisory Board
   • 11/15/11-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development
   • 11/15/11-5:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
   • 11/16/11-7:00 p.m.-Lewis Upshur LEPC
   • 11/17/11-6:30 p.m.-Upshur County Fire Board
   • 11/17/11-6:30 p.m.-Upshur County Youth Camp Board
   • 11/21/11-7:00 p.m.-Upshur County Fair Association
   • 11/23/11-7:00 a.m.-Upshur County Development Authority
   • 11/23/11-10:00 a.m. James W. Curry Advisory Board
   • December-TBA-Region VII Planning & Development Council
8. 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
The Commission approved all invoices for payment. (copy included)

The Commission approved the following Settlements:

- Betty Lee Hull-Final Settlement
- Garnetta Thomas-Final Settlement
- Edward Lawson Oldaker-Final Settlement
- Stephen G. Young-Final Settlement
- Rea H. Feniger-Final Settlement

The Commission approved the following “Exonerations and/or Refunds”:

- Kathy L. Wolfe-#2976-$27.04

The Commission approved the following “Request To Attend Meeting” (copy included)

- William A. “Willie” Parker-November 9, 2011

The Commission recessed at 11:35 a.m.

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

The Commission reconvened at 2:55 p.m.

Gary Brockleman, Maintenance employee appeared before the Commission and reviewed the following maintenance items:

- Pool project-update on pool painting and leak
- Extension Office building project-conference room-the Commission recommended to get the electrical contractor started

With no further business, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission meeting adjourned at 3:30 p.m.