The County Commission of Upshur County West Virginia, held their regular meeting at the Courthouse Annex on Thursday, November 20, 2008 at 9:00 a.m. Donnie R. Tenney called the meeting to order. There were present Donnie R. Tenney, Commissioner; Eugene C. Suder, Commissioner; Creed G. Pletcher, 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 Eugene C. Suder, seconded by Creed G. Pletcher, the Commission approved the regular meeting minutes of November 13, 2008 as submitted.

James Farry, OEM Director and Brandon Cale, part-time Clerical/Administrative Assistant, appeared before the Commission to provide and update/status report on the activities and to discuss a VISTA position for the Office of Emergency Management. No action was required by the Commission at this time. James Farry and Brandon Cale will follow-up and report back at a future meeting.

After discussion, the Commission directed William A. Parker to follow-up with Lloyds Electronics regarding the price increase before action is taken.

On motion by Creed G. Pletcher, seconded by Eugene C. Suder, the Commission approved the volunteer application for Hayley Miller for the Lewis-Upshur Animal Control facility and the volunteer application for William Groogs for the Office of Emergency Management.

After review, on motion by Eugene C. Suder, seconded by Creed G. Pletcher, the Commission approved the resignation of J. Michael Coffman to the UC Enhanced Emergency Telephone Advisory Board effective December 31, 2008 and the appointment of Rodney S. Rolenson to the UC Enhanced Emergency Telephone Advisory Board effective December 31, 2008. (copies included)

The Commission received the following information:
1. Correspondence Concerning the National Electric Transmission Congestion Report and Final National Corridor Designation from the US Department of Energy
2. Correspondence from the County Commissioners’ Association of West Virginia Concerning Training Conference in January 2009
6. Agenda and/or Notice of Meetings:
   • James W. Curry Advisor Board—November 19, 2008
   • Lewis-Upshur LEPC—November 19, 2008
   • Upshur County Youth Camp Board—November 20, 2008
   • Upshur County Development Authority—November 19, 2008
7. Meetings Minutes and/or Financial Reports:
   • Buckhannon-Upshur Airport Authority—November 11, 2008
   • Elkins Road Public Service District—October 07, 2008
   • James W. Curry Advisory Board—October 15, 2008
   • Lewis-Upshur LEPC—October 15, 2008
   • Upshur County Development Authority—October 29, 2008
8. Meetings:
9. Appointments Needs or Upcoming:

- James W. Curry Advisory Board — (Lonnie Sanders 12/31/08) — County
- James W. Curry Advisory Board — (Tom Brown 12/31/08) — County
- Region VII Planning & Development Council — (William A. Parker 12/31/08) — County
- Region VII Planning & Development Council — (Connie Tenney 12/31/08) — County
- Region VII Planning & Development Council — (Commissioner 12/31/08) — County
- Region VII Planning & Development Council — (French Armstrong 12/31/08) — County
- Region VII Planning & Development Council — (Dr. Pamela Balch 12/31/08) — County
- Region VII Planning & Development Council — (Andy Duncan 12/31/08) — County
- Upshur County Building Commission — (AG Trusler 11/10/08) — County
- Upshur County Civil Service Board — (Terry D. Reed 12/31/08) — Bar Association
• Upshur County Development Authority — (Vacant Position 06/30/11) — County
• UC Enhanced Emergency Telephone Ad. Bd. — (Vacant Position 06/30/11) — EMS
• UC Safe Structures & Sites Ordinance Bd. — (G. Bonnett 06/30/08) – Fire Chief - County

The Commission discussed the correspondence regarding Potomac Allegheny Transmission Highline (PATH). The Commission will follow-up with Tygart Valley Soil Conservation District and the Upshur County Farm Bureau.

The Commission recessed at 9:35 a.m.

The Commission reconvened at 10:00 a.m.

After discussion, on motion by Eugene C. Suder, seconded by Creed G. Pletcher, the Commission certified the November General Election Results and authorized the Commission to sign the required documentation.

Sid Cooper, M&S Services and Gary Bailey, Maintenance Supervisor, appeared before the Commission and reviewed needed maintenance items at the pool facility. Sid Cooper and Gary Bailey are to follow-up with cost estimates and report back at a future meeting.

Helen Phillips, Assessor, appeared before the Commission to answer questions and review the sales ratio and monitoring report from the WV State Tax Department. (copies included)

On motion by Eugene C. Suder, seconded by Creed G. Pletcher, the Commission approved the certification of Assessor’s additional duties for the $15,000.00 additional compensation. (copies included)

Terri Jo Bennett requested for Landmark Forestry, LLC. to have access to the tax map and parcel information for the addressing and mapping project. (copy included) Helen Phillips approved the request and will check on the availability of photos of new structures for their usage.

The Commission recessed at 12:00 p.m.

The Commission reconvened at 1:00 p.m.

• Brent Mason Freeman – Final Settlement
• Amber L. Jenkins – Final Settlement
• Sandra Lee Wentz – Final Settlement
• Roy D. Davis – Final Settlement
• Hannah June McVicker – Final Settlement
• Margarete M. Kruszynski – Final Settlement

The Commission approved the following purchase orders:
• Bisers Radio Service - #09000258 - $350.00
• RD Wilson-Sons & Co - #09000259 - $500.00
• Marriott International - #09000260 - $204.00
• Kelley Cunningham - #09000261 - $150.00
• Jacob Reger - #09000262 - $150.00
• French Creek Farms - #09000263 - $75.00
• Horner Tool Rental - #09000264 - $75.00

The Commission approved and/or denied the following “time out of the office” for Commission employees: (copies included)
• Jan Cochran – December 1-2, 12th, and 19th, 2008 – approved

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

With no further business, the meeting adjourned at 1:35 p.m.