The County Commission of Upshur County West Virginia, held their regular meeting at the Courthouse Annex on Thursday, February 14, 2008 at 9:00 a.m. President 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 February 7, 2008 with the addition of the motion to add the ex-officio members to the James W. Curry Library and Park Advisory Board.

After discussion, on motion by Eugene C. Suder, seconded by Creed G. Pletcher, the Commission approved the recommendation from Debbie Thacker Wilfong, County Clerk to establish the number of election officials per precincts. (copies included)

After discussion, on motion by Eugene C. Suder, seconded by Creed G. Pletcher, the Commission approved the volunteer application of Jason Wayne Cross for the Lewis-Upshur Animal Control Facility.

Tim Higgins, Chairman for the Coalition for a Tobacco-free WV, appeared before the Commission to request elimination of smoking around the public entrances to the Courthouse and Annex facility. (copies included) After discussion, no action was taken by the Commission. The Commission will follow-up with the Upshur Buckhannon Health Department for compliance on the “clean indoor air ordinance” regulations.

After discussion, on motion by Eugene C. Suder, seconded by Creed G. Pletcher, the Commission approved the volunteer application of Jason Wayne Cross for the Lewis-Upshur Animal Control Facility.

Jim Farry, OEM Director, appeared before the Commission and provided an update/status report on the programs and activities of the Emergency Operation Center and Office of Emergency Management. (copy included)

The Commission recessed at 10:25 a.m.

The Commission reconvened at 11:00 a.m.

At 11:00 a.m. the Commission attended the Upshur County Policy Board meeting. The Policy Board meeting adjourned at 11:35 a.m.

The Commission discussed the notification letter from Teresa Beer Loudin, Circuit Clerk, regarding the increase in wages for the employees in the Office of the Circuit Clerk. The Commission questioned if funding was available in the current year budget. Teresa Beer Loudin advised that due to the recent retirement of an employee, funds were available to hire an additional employee or provide increases. Ms. Loudin advised that she did not plan to hire a full time employee at this time and current employees will be taking on additional duties and therefore the increases were justified. The Commission expressed concerns on the justification of additional duties, the timing and the amount of the increase. Eugene Suder stated he was against giving a 24% increase in the middle of the year. The Commission objected to providing an increase at this time, however, after review of the WV State Code, the Elected Official has control over the funding that is allotted to their budget. Teresa Beer Loudin advised that she would proceed with the increase in spite of any objections by the Commission.
Eugene C. Suder advised Ms. Loudin that he was opposed to providing a 24% increase to two employees and a 13% increase to one employee in the Office of the Circuit Clerk.

The Commission recessed at 11:50 a.m.

The Commission reconvened at 1:30 p.m.

After discussion, on motion by Eugene C. Suder, seconded by Creed G. Pletcher, the Commission approved 80 hours for Dale Bennett, County Surveyor to work on the Addressing and Mapping project. (copy included)

After discussion, on motion by Creed G. Pletcher, seconded by Eugene C. Suder, the Commission approved William J. Dahlheim to the Upshur County Fire Board for a term ending June 30, 2010, pending recommendation from the Upshur County Fire Board.

Helen Phillips, Donnie Rice and Dale Burgess, Office of the Upshur County Assessor, appeared before the Commission to review the monitoring report and sales ratio report from the WV State Tax Department. (copy included)

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

The Commission approved the following purchase orders:

- FBINAA WV - #08000405 - $100.00
- Global Science and Tech Inc - #08000404 - $150.00
- Wal-Mart - #08000403 - $100.00
- Buckhannon Auto Mall - #08000402 - $950.00
- Southern States Coop Inc - #08000401 - $1,253.98
- Quill Corporation - #08000400 - $200.00
- JT Martin Co - #08000399 - $480.00

The Commission approved the following final settlements:

- Wilbur Ray Snider Jr – Final Settlement Waiver
- Wanda J. Tenney – Final Settlement Waiver
- George R. Thorn – Final Settlement Waiver
- Pauline Laughlin Jones – Final Settlement
- Rea Feniger – 1st Annual Settlement

The Commission received the following information: (copies included)

1. Correspondence and Report from the Jeffrey A. Amburgey, Chairman of the Property Valuation Training & Procedures Commission, concerning Monitoring Report for the Office of the Upshur County Assessor
2. Correspondence from the Division of Criminal Justice Services concerning receipt of application for STOP Violence Against Women Program Funds
3. Correspondence from Casto & Harris regarding correspondence from the Kanawha County Commission on the printing of optical scan ballots
4. Upshur County E911 Communication Center Information:
   - Monthly Call Type Activity Report --- January 2008
   - Departmental Monthly Call Type Activity Report --- January 2008
5. Agendas and/or Notice of Meetings:
   - Adrian Public Service District-February 08, 2008
   - Buckhannon-Upshur Airport Authority-February 12, 2008
   - Upshur County Development Authority-February 13, 2008
6. Meeting Minutes and/or Financial Reports:
   - Buckhannon-Upshur Airport Authority-January 08, 2008
   - Upshur County Development Authority-January 09, 2008
7. Board of Review & Equalization Schedule:
   - February 01, 2008-Friday-Review Property Books & Related Information
   - February 04, 2008-Monday-Appointments May Begin at 09:00
   - February 07, 2008-Thursday-Appointments May Begin at 14:45
   - February 08, 2008-Friday-Appointments May Begin at 09:00
   - February 13, 2008-Wednesday-Appointments May Begin at 0:900
   - February 14, 2008-Thursday-Appointments May Begin at 13:30
   - February 19, 2008-Tuesday-Coal, Oil & Gas Appointments --- 09:00
   - February 21, 2008-Thursday-Appointments May Begin at 13:30
   - February 25, 2008-Monday-Appointments May Begin at 09:00 a.m.
   - February 28, 2008-Thursday-Appointments May Begin at 13:30

8. Meetings:
   - 02/05/08-6:00 p.m.-Elkins Road Public Service District
   - 02/05/08-7:00 p.m.-Hodgesville Public Service District
   - 02/08/08-1:00 p.m.-Adrian Public Service District
   - 02/11/08-12:00 p.m.-Upshur County Family Resource Network
   - 02/11/08-6:00 p.m.-Upshur County Solid Waste Authority
   - 02/12/08-7:00 a.m.-Buckhannon-Upshur Airport Authority
   - 02/12/08-6:00 p.m.-Buckhannon River Watershed Association
   - 02/13/08-7:00 a.m.-Upshur County Development Authority – Ex. Board
   - 02/13/08-3:00 p.m.-Tennerton Public Service District
   - 02/13/08-7:00 p.m.-Upshur County Litter Control Committee
   - 02/14/08-6:30 p.m.-UC Safe Structures & Sites Ordinance Board
   - 02/18/08-6:00 p.m.-Buckhannon-Upshur Parks & Recreational Ad. Bd.
   - 02/18/08-7:00 p.m.-Upshur County Fair Association
   - 02/19/08-10:00 a.m.-Wes-Mon-Ty RCD
   - 02/19/08-5:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
   - 02/20/08-10:00 a.m.-James W. Curry Advisory Board
   - 02/20/08-4:00 p.m.-Upshur County Public Library Board
   - 02/20/08-7:00 p.m.-Lewis-Upshur LEPC
   - March 2008-26th Circuit Community Corrections Board
   - 02/21/08-6:30 p.m.-Upshur County Fire Board
   - 02/21/08-6:30 p.m.-Upshur County Youth Camp Board
   - March 2008-7:00 p.m.-Region VII Planning & Development

9. Appointments Needed or Upcoming:
   - Upshur County Building Commission --- (Richard Ralston 11/10/07) --- County
   - Upshur County Building Commission --- (Vacant Position 11/10/08) --- County
   - Upshur County Building Commission --- (Vacant Position 11/10/10) --- County
   - Upshur County Development Authority --- (1 position 06/30/07) --- County
• UC Enhanced Emergency Telephone Ad. Bd. --- (Rebecca Phillips 06/30/08) --- County
• Upshur County Fire Board --- (Vacant Position 06/30/10) --- County – 1st District

With no further business, the meeting adjourned at 3:20 p.m.