UPSHUR COUNTY COMMISSION MEETING  
March 17, 2011

The County Commission of Upshur County West Virginia, held their regular meeting at the Courthouse Annex on Thursday, March 17, 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 regular meeting minutes of March 03, 2011 as submitted.

After reading of the minutes, on motion by JC Raffety, seconded by Creed G. Pletcher, the Commission approved the regular meeting minutes of March 10, 2011 as submitted.

David Barton, Shenandoah Valley Group (SVG) representative appeared before the Commission and provided a review of the proposed medical benefit plan for Upshur County employees. Cindy Sheffield, Sheffield, Olson & McQueen, Inc. (SOMI) representative appeared before the Commission and provided a review of the role of the 3rd Party Administrator for the group insurance policy.

Virgil D. Miller, Upshur County Sheriff, appeared before the Commission and provided a review/status report on federal government funding for Drug Enforcement Agency (DEA) cleanup of hazardous materials. Sheriff Miller advised that individual counties will now be responsible for the costs associated with cleanup of hazardous material sites. No action was required by the Commission at this time.

Sheriff Miller also provided a report on the “Take Back Initiative” and requested the use of the foyer of the Upshur County Courthouse Annex on Saturday, April 30, 2011 for associated activities. The Sheriff’s Office will be partnering with the DEA on a joint project concerning recycling prescription medications. After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved the Sheriff’s request for use of the Courthouse Annex foyer.

The Commission recessed at 9:45 a.m.

The Commission reconvened at 10:05 a.m.

After review by William A. Parker, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved the adoption of the “Medical Benefit Plan Summary”, and authorized the President to sign all required documentation. (copy included)

After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved the adoption of the “Upshur County Commission Health Care Policy for Retirees”. (copy included) JC Raffety requested William A. Parker to follow-up with having an actuarial study prepared for Sheriff’s Deputies to determine
the Other Post Employment Benefit (OPEB) costs for changes in the benefit plan summary regarding age and years of service requirements.

William A. Parker provided a review of the FY 2011-2012 Budget. After discussion, on motion by JC Raffety, seconded by Creed G. Pletcher, the Commission approved the budget proposal. (copy included)

The Commission reviewed the available options for improvements at the Main Street location of the Upshur County Offices of the West Virginia University Extension Service. After discussion, no action was taken. The Commission will follow up at a future meeting.

The Commission reviewed the following “For Your Information” items:
1. Report from James Bryson VanNostrand, VanNostrand Architects, on the inspection of building that will house the West Virginia University Extension Office
2. Upshur County Sheriff’s Financial Statement-February 2011
3. Monthly & Fiscal Year Financial Information for the General County Fund
4. Agendas and/or Notice of Meetings:
   • Buckhannon-Upshur Airport Authority-March 09, 2011
   • Elkins Road Public Service District-March 08, 2011
   • Upshur County Development Authority-March 09, 2011
5. Meeting Minutes and/or Financial Reports:
   • Buckhannon-Upshur Airport Authority-February 09, 2011
   • Upshur County Development Authority-February 09, 2011
6. Meetings:
   • 03/01/11-7:00 p.m. -Hodgesville Public Service District
   • 03/08/11-6:00 p.m. -Elkins Road Public Service District
   • 03/09/11-7:00 a.m. -Upshur County Development Authority – Exec. Board
   • 03/09/11-7:30 a.m. -Buckhannon-Upshur Airport Authority
   • 03/09/11-12:00 p.m.-Upshur County Senior Center Board
   • 03/09/11-1:30 p.m.-Upshur County Conventions & Visitors Bureau
   • 03/10/11-1:00 p.m. -Adrian Public Service District
   • 03/11/11-3:00 p.m. -Tennerton Public Service District
   • 03/11/11-6:30 p.m. -Upshur County Safe Sites & Structures Ordinance Board
   • 03/14/11-12:00 p.m. -Upshur County Family Resource Network
   • 03/14/11-4:30 p.m. -Upshur County Solid Waste Authority
   • 03/14/11-6:00 p.m. -Buckhannon-Upshur Recreational Park Advisory Board
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- 03/15/11-5:00 p.m. -UC Enhanced Emergency Telephone Advisory Board
- 03/16/11-10:00 a.m. -James W. Curry Advisory Board
- 03/16/11-4:00 p.m. -Upshur County Public Library Board
- 03/16/11-7:00 p.m. -Lewis Upshur LEPC
- 03/17/11-6:30 p.m. -Upshur County Youth Camp Board
- 03/17/11-6:30 p.m. -Upshur County Fire Board
- 03/21/11-6:00 p.m.-Community Corrections Board
- 03/21/11-7:00 p.m. -Upshur County Fair Association
- 03/23/11-7:00 a.m. -Upshur County Development Authority
- 03/23/11-3:00 p.m.-North Central WV Trade Development Assoc.-Clarksburg
- 04/25/11-7:00 a.m.-Region VII Planning & Development Council

7. Appointments Needed or Upcoming:
- Adrian Public Service District-(Sharon Bowen 10-31-11)-County
- Buckhannon-Upshur Airport Authority-(Robert Baker 06-30-11)County
- Buckhannon-Upshur Airport Authority-(Glenn Davis 06-30-11) City
- Buckhannon-Upshur Airport Authority-(Al Tucker as of 4/1/11 Term Ends 06-30-13)-City
- Buckhannon-Upshur Airport Authority-(Charles Anderegg 6-30-11) County
- Buckhannon-Upshur Board of Health-(Amy Rohr-Queen 06-30-11) County
- Buckhannon-Upshur Parks & Recreation Ad. Bd.-(Tappan Squires 06-30-11) City
- Buckhannon-Upshur Parks & Recreation Ad. Bd.-(Alan Suder 06-30-11) Bd. Of Education
- Buckhannon-Upshur Parks & Recreation Ad. Bd.-(Bill Roby 06-30-11) County
- James W. Curry Advisory Board-(Craig Presar 12-31-11) County
- James W. Curry Advisory Board-(Jerry Reynolds 12-31-11) County
- James W. Curry Advisory Board-Debra Brockelman 12-31-11) County
- Region VII Planning & Development Council-(William A. Parker 12-31-11) County
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- Region VII Planning & Development Council-(Connie Tenney 12-31-11) County
- Region VII Planning & Development Council-(Vacant Position 12-31-10) County
- Region VII Planning & Development Council-(Dr. Pamela Balch 12-31-11) County
- Region VII Planning & Development Council-(A.G. Trusler 12-31-11) County
- Tennerton Public Service District-(Rex Reeder 07-31-2011) County
- Upshur County Building Commission-(Joe Malcolm 11-10-11) County
- Upshur County Development Authority-(Glenn Hawkins 06-30-11) County
- Upshur County Development Authority-(Sue Johnson-Phillippe 06-30-11) County
- Upshur County Development Authority-(Don Nestor 06-30-11) County
- Upshur County Development Authority-(Dennis Xander 06-30-11) County
- Upshur County Development Authority-(Sharon McNemar 06-30-11) County
- Upshur County Development Authority-(William Wellings 06-30-11) County
- UC Enhanced Emergency Telephone Ad. Bd.-(Joey Baxa 06-30-11) County-EMS
- UC Enhanced Emergency Telephone Ad. Bd.-(Betty Hinkle 06-30-11) County-Comm
- Upshur County Fire Board-(George Smith 06-30-11) County-3rd District-Community
- Upshur County Library Board-(Neil Brake 06-30-11)-County/Bd. of Ed.
- Upshur County Solid Waste Authority-(Jacqueline McDaniels 06-30-11) PSC
- Upshur County Youth Camp Board-(Debbie Miller 05-31-11) County-Nomination Req.
- Upshur County Youth Camp Board-(Debbie Hull 05-31-11) County-Nomination Req.

The Commission recessed at 11:20 a.m. to attend a luncheon meeting at CJ Maggie’s for follow-up discussion regarding the Medical Benefit Plan.

The Commission reconvened at 1:30 p.m.
Tina Reynolds did not appear for her 10:00 a.m. appointment with the Commission to discuss recommended employment action. After discussion and several attempts to contact her via telephone, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved the termination of employment of Tina Reynolds, E911 Dispatcher effective immediately as recommended by Steven M. Linger, E911 Communications Center Director.

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

The Commission approved the following Settlements:

- Gail Marie Tonkin Dilley-Final Settlement Waiver

With no further business, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission meeting adjourned at 2:50 p.m.