Upshur County Commission
March 20, 2008

The County Commission of Upshur County West Virginia, held their regular meeting at the Courthouse Annex on Thursday, March 20, 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.

Donnie R. Tenney provided a review on the Commission decision to lower the flags to half staff. (copy included)

After reading of the minutes, on motion by Eugene C. Suder, seconded by Creed G. Pletcher, the Commission approved the regular meeting minutes of March 13, 2008 as submitted.

Virgil D. Miller, Sheriff and Shelia Adams, Chief Tax Deputy, appeared before the Commission and provided an update/status report on reminder notices for the tax statements.

After discussion, on motion by Creed G. Pletcher, seconded by Eugene C. Suder, the Commission approved the volunteer application for Tyler Miller for the Upshur County Sheriff’s Department.

After review, on motion by Eugene C. Suder, seconded by Creed G. Pletcher, the Commission approved the resignation of Lisa Yerkey, E-911 Communication Dispatcher.

After review by William A. Parker, on motion by Eugene C. Suder, seconded by Creed G. Pletcher, the Commission approved the list of poll workers as submitted by the Office of the County Clerk. (copy included)

After review, on motion by Eugene C. Suder, seconded by Creed G. Pletcher, the Commission approved and authorized the Commission to sign the Order for the Estate of Betty Rusmisell, deceased. (copy included)

After review by William A. Parker, on motion by Eugene C. Suder, seconded by Creed G. Pletcher, the Commission approved the “help wanted ad” for the Office of the County Clerk. (copy included)

After discussion, on motion by Creed G. Pletcher, seconded by Eugene C. Suder, the Commission approved and authorized the President to sign the grant
documentation for the WV Development Office for Banks District VFD, Adrian VFD and Washington District VFD. (copies included)

Elissa Mills, county resident, appeared before the Commission and requested an executive session. On motion by Eugene C. Suder, seconded by Creed G. Pletcher, at 9:30 a.m. the Commission entered executive session per WV Code 6-9a-4 to discuss personnel. In attendance were Donnie R. Tenney, Eugene C. Suder, Creed G. Pletcher, William A. Parker, Elissa Mills, Terry Mills, Randy Sanders, Debbie Hupp and Jodie Light. No decisions were made in executive session and the Commission returned to open session at 10:30 a.m. Ms. Mills was advised to follow-up with the Upshur County Development Authority and the WV Strawberry Festival Association.

The Commission approved the following final settlements:
- Mildred Lucille Wilfong – Final Settlement Waiver
- Cassidy Renee Richardson, Infant – 4th Annual Settlement
- Kimberly Danielle Richardson, Infant – 4th Annual Settlement
- William T. Richardson, II, Infant – 4th Annual Settlement

The Commission approved the following purchase orders:
- Dayton Legal Blank - #08000445 - $1,000.00
- Quill Corporation - #08000446 - $500.00
- Quill Corporation - #08000447 - $500.00
- Walmart - #08000448 - $75.00
- Staples Credit Plan - #08000449 - $250.00
- Staples Credit Plan - #08000450 - $200.00
- WV Association of Fairs and Festivals - #08000451 - $75.00
- H Consulting LLC - #08000452 - $5,000.00
- Lynn Card Co - #08000453 - $33.25

The Commission approved or denied the following “time out of the office” for Commission employees: (copy included)
- James Farry – 3/20/08-4/4/08 – approved
- Greg Harris – 4/28/08 – approved
- Greg Harris – 5/2/08 – approved
- Greg Harris – 5/16/08 – approved

The Commission approved the following exonerations and/or refunds: (copies included)
- William & Jeraldine Stankus - #2180 - $172.70
- James & Anna Lewis - #2181 - $14.48
The Commission approved all invoices for payment. (copy included)
The Commission received the following information: (copies included)
1. Correspondence on the Opinion from the WV Ethics Commission that Meetings of the Ballot Commissioners Must Conform to Open Governmental Proceedings Act
2. Financial Reports or Information:
   • Fiscal YTD Revenues & Expenditures for General County Fund
   • Revenue-Expenditure-Cash Balance for General County Fund
   • Upshur County Sheriff’s Financial Statement --- February 2008
3. Correspondence from the Upshur County Youth Livestock Association regarding Upcoming Use of the Livestock Facility at the Upshur County Park
4. Upshur County E911 Communication Center Reports:
   • Monthly Call Activity --- February 2008
   • Departmental Call Activity --- February 2008
   • Wrecker Report --- February 2008
5. Animal Control Officer’s Report --- February 2008
6. Agendas and/or Notice of Meetings:
   • 26th Circuit Community Corrections-March 26, 2008
   • Adrian Public Service District-March 14, 2008
   • Celebration Ceremony – WVWC-April 23, 2008
   • Upshur County Youth Camp Board-March 20, 2008
7. Meeting Minutes and/or Financial Reports:
   • Adrian Public Service District-February 08, 2008
   • Buckhannon-Upshur Airport Authority-March 11, 2008
8. Meetings:
   • 03/04/08-6:00 p.m.-Elkins Road Public Service District
   • 03/04/08-7:00 p.m.-Hodgesville Public Service District
   • 03/10/08-12:00 p.m.-Upshur County Family Resource Network
   • 03/10/08-6:00 p.m.-Upshur County Solid Waste Authority
   • 03/10/08-6:00 p.m.-Buckhannon-Upshur Parks & Recreational Ad. Bd.
   • 03/11/08-7:00 a.m.-Buckhannon-Upshur Airport Authority
   • 03/11/08-6:00 p.m.-Buckhannon River Watershed Association
• 03/12/08-7:00 a.m.-Upshur County Development Authority – Ex. Board
• 03/12/08-3:00 p.m.-Tennerton Public Service District
• 03/12/08-7:00 p.m.-Upshur County Litter Control Committee
• 03/13/08-6:30 p.m.-UC Safe Structures & Sites Ordinance Board
• 03/14/08-1:00 p.m.-Adrian Public Service District
• 03/17/08-7:00 p.m.-Upshur County Fair Association
• 03/18/08-10:00 a.m.-Wes-Mon-Ty RCD
• 03/18/08-5:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
• 03/19/08-10:00 a.m.-James W. Curry Advisory Board
• 03/19/08-4:00 p.m.-Upshur County Public Library Board
• 03/19/08-6:00 p.m.-26th Circuit Community Corrections Board
• 03/19/08-7:00 p.m.-Lewis-Upshur LEPC
• 03/20/08-6:30 p.m.-Upshur County Fire Board
• 03/20/08-6:30 p.m.-Upshur County Youth Camp Board
• 03/24/08-7:00 p.m.-Region VII Planning & Development
• 03/26/08-7:00 a.m.-Upshur County Development Authority

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 11:45 a.m.