The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, March 30, 2017 at 9:00 a.m. Terry Cutright called the meeting to order. Present were Terry Cutright, Commissioner; Troy A. Brady, Commissioner; Sam Nolte, Commissioner; Carol Smith, Upshur County Clerk; Carrie Wallace, County Administrator; Tabatha Perry, Assistant County Administrator and Jacqueline Dinklocker, Secretary. 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 discussion, on motion by Sam Nolte, seconded by Troy A. Brady the Commission approved the regular meeting minutes of March 23, 2017 as submitted.

Terry Cutright provided a review of Agenda Items to be covered in today’s meeting.

After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved and authorized the President to sign the welcome letter to be included in the annual Strawberry Festival Souvenir Program Book and local newspapers (copy included).

After discussion, on motion by Sam Nolte, seconded by Troy A. Brady the Commission approved the President to sign the West Virginia Counties Risk Pool (WVCoRP) 2017-2018 Acceptance to Renew Coverage dated March 15, 2017 (copy included). Carrie Wallace advised that the annual contribution/premium of $180,299 is a slight increase over last year due to additional coverage which includes building contents at the Administrative Annex and the pay raises in the upcoming fiscal year.

After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved the Fiscal Year 2017 Court Security Grant Application and related documents (copy on file in the Office of the Upshur County Commission). The grant application requests funding for a WAVE Plus duress alarm system, fiberglass panels, security cameras, metal detector wand, intercom system, card reader and walk through metal detector in the amount of $89,010.00.

After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved a request from Larry Lance, French Creek Elementary School Counselor, for a waiver of fees for the rental of the large pavilion at the Upshur County Rec Park. The pavilion will be used for a “Fun Run” fundraising event (copy included).

Lori Ulderich-Harvey, Upshur County Family Resource Network Director and Laura McDaniels, Mountain CAP CAC Child Advocate, appeared before the Commission and reviewed statistics relating to child abuse. Ms. Ulderich-Harvey discussed the symbolism of “planting” pinwheels to “reflect” bright futures and being positive childhood memories and read the “Child Abuse Prevention and Awareness Month-April 2017” proclamation. Ms. McDaniels read the “Children’s Memorial Flag Day, March 30, 2017” proclamation which memorializes children and teenagers who die violently each year, encourages citizens to become involved in the prevention of child abuse and neglect and designates March 30, 2017 as “Children’s Memorial Flag Day” in Upshur County. (copies
included). After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved and authorized signing the proclamations (copies included).

Commission recessed at 9:25 a.m. for the raising of the Children’s Memorial Flag Ceremony in the Courtyard.

The Commission reconvened at 9:42 a.m.

Terry Cutright reviewed a request from Dustin L. Hollen to utilize Pringle Tree Park for Pintos (7-8-year old’s) baseball practice during the month of April on Tuesdays and Thursdays from 6 p.m. to 7:30 p.m. if fields at Tennerton are not available (copy included). After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved a request pending receipt of insurance documentation naming the Commission as an additional insured.

After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved the employment of Matthew Ray Cutright for the position of Victim Advocate requested by David Godwin, Prosecuting Attorney (copy included). Mr. Cutright will begin his employment on April 10, 2017 at the annual salary of $32,745.

After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved the employment of Debra A. Hull as Deputy County Clerk/Bookkeeper effective April 16, 2017 at the rate of $20.70 per hour as recommended by Carol J. Smith, Upshur County Clerk (copy included). The Commission also approved Ms. Smith’s request to carry forward Ms. Hull’s 1,513 hours of accumulated leave for retirement credit documentation with the WV Public Employees Retirement System.

Sandra Phillips, Tennerton Lions Club President, appeared before the Commission and provided a review of a long list of Community Service projects and activities in which the organization engages. In honor of the 50th anniversary of the Tennerton Lions Club, Ms. Phillips read a proclamation which reviews the clubs’ accomplishments and services. After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved and authorized the signing of the proclamation declaring April 27, 2017 as “a day of honor and appreciation of the Tennerton Lions Club as they celebrate their 50th Anniversary” (copy included).

Terry Cutright reviewed the following “For Your Information” items (copies included):
1. Correspondence from Tony O’Leary, WV Development Office Project Manager, enclosing the fully executed grant award and contract dated December 13, 2016 for the Community Development Block Grant in the amount of $283,434 for the Elkins Road PSD, Phase III Water System Improvements.
2. Correspondence from Mary Jo Thompson, WV Development Office Director, reminding the Commission, as a recipient of the Community Development Block Grant funds, of their responsibility to implement appropriate activities to promote fair housing during the month of April and on a continuing basis throughout the year.
3. Correspondence from Debra L. Jenkins, WV Rural Health Association Executive Director, introducing the WV Health Data Portal that may be accessed for free at www.wvrha.org down to the county level. This portal is an online geo-spatial resource with up to date health and workforce data available to be used to develop color coded maps for community assessments, grant applications and to aid in making policy decisions based on up to date facts.
4. Upshur County Sheriff’s Financial Statement for period ending February 2017
5. Newsletters and/or Event Notifications
   • Press Release—Buckhannon Dog Park Development Underway
6. Agendas and/or Notice of Meetings:
UPSHUR COUNTY COMMISSION MEETING
March 30, 2017

- Region VI Local Elected Officials Meeting– March 10, 2017
- Upshur County Youth Camp Board – March 16, 2017
- Buckhannon City Council-Special Session-March 30, 2017
- Upshur County Solid Waste Authority– March 21, 2017
- Town Hall Meeting Notice of Buckhannon City Council-May 8, 2017

7. Meeting Minutes:
   - Region VI Local Elected Officials Meeting– December 9, 2016
   - Region VI Local Elected Officials Meeting– December 19, 2016
   - Elkins Road Public Service District– February 7, 2017
   - Upshur County Youth Camp Board– February 16, 2017

8. Meetings:
   - 04/04/17-5:30 p.m.-Elkins Road PSD
   - 04/04/17-6:00 p.m.-Hodgesville PSD
   - 04/06/17-7:00 p.m.-Banks District VFD
   - 04/06/17-7:00 p.m.-Selbyville VFD
   - 04/10/17-12:00 p.m.-Upshur County Family Resource Network
   - 04/10/17-4:30 p.m.-Upshur County Solid Waste Authority
   - 04/10/17-5:30 p.m.-B-U Recreational Park Advisory Board
   - 04/11/17-7:30 p.m.-Adrian VFD
   - 04/12/17-7:00 p.m.-Buckhannon River Watershed Association-Bd. Of Directors
   - 04/12/17-12:00 p.m.-Upshur County Senior Center Board
   - 04/12/17-3:00 p.m.-Tennerton PSD
   - 04/12/17-6:00 p.m.-Upshur County Citizens Corp-CERT
   - 04/12/17-7:00 p.m.-Warren District VFD
   - 04/12/17-7:00 p.m.-Ellamore VFD
   - 04/13/17-1:00 p.m.- Adrian PSD
   - 04/13/17-3:00 p.m.-Upshur County Conventions & Visitors Bureau–UCDA Office
   - 04/13/17-4:00 p.m.-Upshur County Safe Sites & Structures Ordinance Enforcement Bd.
   - 04/13/17-4:00 p.m.- Buckhannon Upshur Airport Authority
   - 04/13/17-7:30 p.m.-Buckhannon VFD
   - 04/16/17-6:00 p.m.-Washington District VFD
   - 04/17/17-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
   - 04/18/17-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development
   - 04/18/17-4:00 p.m.-Upshur County Public Library Board
   - 04/18/17-5:00 p.m.-Upshur County EETAB
   - 04/18/17-6:30 p.m.-Upshur County Fire Board
   - 04/19/17-7:00 a.m.-Upshur County Development Authority Executive Board
   - 04/19/17-12:00 p.m.- Lewis-Upshur LEPC-Upshur location
   - 04/20/17-6:30 p.m.-Upshur County Farmland Protection Board-Farm Bureau Office
   - 04/20/17-6:30 p.m.-Upshur County Youth Camp Board-Extension Office
   - 04/24/17-6:00 p.m.-Upshur County Fire Fighter’s Association
   - 04/24/17-10:00 a.m.-Mountain CAP of West Virginia CDC-Annual Meeting
   - 04/26/17-10:00 a.m.-James W. Curry Advisory Board
04/26/17-10:00 a.m.-James W. Curry Advisory Board
05/04/17-6:00 p.m.-Buckhannon Upshur Board of Health
05/08/17-6:00 p.m.-Lewis-Upshur Community Corrections Board-Lewis County

9. Appointments Needed or Upcoming:
   • Upshur County Safe Structures and Sites Ordinance Enforcement Board (unexpired term-6-30-2018)-Community Member

The Commission approved all invoices for payment (copies included)
The Commission approved all Vacation Orders.
The Commission approved the following “Settlements” (copies included):
   • Beatrice I. Adams—First Annual Settlement
   • Waneta Grace Cogar—Final Settlement Waiver
   • Marilyn Glee Gasper
   • Richard Lee Hollen
   • William Terry Kennedy
   • Bernard J. Lipps
   • Borthie Gay McIe
   • Dorothy M. Snyder
   • Clyde M. Tenney
   • Mary Sue Tenney

The Commission approved the following “Exonerations and/or Refunds” (copies included):
   • Julie Thomas—#4034—$120.30
   • Lynn N. Yocum—#4035—$180.46
   • Ronald B. Goodwin or Latasha Urbina-Ross—#4036—$116.48
   • Michael & Samantha (Ward) Dumas—#4037—Corrective Ticket
   • Regal Coal Co., Inc. —#4038—$10.96
   • Daniel Huff—#4039—$18.38
   • Arlene Rose Phillips—#4041—$108.22
   • Arlene Rose Phillips—#4042—$4.38
   • Arlene Rose Phillips—#4043—$21.20
   • Arlene Rose Phillips—#4044—$244.82
   • Arlene Rose Phillips—#4045—$4.38
   • Arlene Rose Phillips—#4046—$21.36
   • Arlene Rose Phillips—#4047—$21.36
   • Arlene Rose Phillips—#4048—$249.02
   • Arlene Rose Phillips—#4049—$4.38

The Commission approved the following “Consolidation of Land Tracts” (copies included):
   • Buckhannon District-Map 5K Parcel 14 blended with Map 5K Parcel 14.3 and Map 5K Parcel 14.5 to make Map 5K Parcel 14-Owner, William C and Pamela J. Thurman.

The Commission recessed, on motion by Sam Nolte, seconded by Troy Brady at 12:10 pm.
The Commission reconvened at 1:10 pm.

The Commission reviewed agenda items for future meetings, received project updates and discussed administrative business items.
UPSHUR COUNTY COMMISSION MEETING  
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With no further business, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission meeting adjourned at 3:50 pm.