The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, April 6, 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; Carrie Wallace, County Administrator and Tabatha Perry, Assistant County Administrator. Carol Smith, Upshur County Clerk and Jacqueline Dinklocker, Secretary, were not in attendance. 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 Troy A. Brady, seconded by Sam Nolte, the Commission approved the regular meeting minutes of March 30, 2017 as submitted.

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

After discussion, on motion by Sam Nolte, seconded by Troy A. Brady, the Commission approved the Upshur County Office of Emergency Management Emergency Notification and Alerting System advertisement (copy included).

After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved and authorized the President to sign the FY 18 PRO Grant Application in the amount of $28,000 and the President and Sheriff to sign related documents (copy included) for the Prevention Resource Officer at the Buckhannon Upshur Middle school pending correction of population information on page 1 of the application.

The Commission discussed Safe Structures and Sites case # 041212-01 concerning property owned by Jessica Bennington which was previously discussed during the February 9 and February 16, 2017 meetings of the Upshur County Commission. Ms. Bennington appeared before the Commission and provided photographs of improvements to the property and advised that she has obtained a building permit for further improvements to the existing trailer. After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved a 60 day extension to bring the property into compliance with ordinance specifications.

After discussion, on motion by Sam Nolte, seconded by Troy A. Brady, the Commission approved the advertisement/job posting for Lifeguards, Admission Workers and Concession Stand Worker for the 2017 season at the Buckhannon-Upshur Recreational Park Facility (copy included). The temporary positions will begin work in mid-May and continue through mid-August. Applications must be received on or before the close of business on Friday, April 21, 2017.

After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved a request from Renee Riggs, Head Coach for the USA Swimming Team Club, Mountaineer Aquatics, for the use of the Buckhannon-Upshur Recreational park pool on Saturday mornings from 8:30 a.m. until 11:00 a.m. beginning May 27th and ending July 29th (copy included).

The Commission reviewed correspondence from Phillis Lemons on behalf of the Ellamore Recreation Center, Inc. requesting a donation in the amount of $3,000 in support of an effort to keep the facility open (copy included). The center is used as a safe play facility and community building. After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission was unable to grant the donation request due to current budget constraints but encouraged representatives to come back next year for further review.

After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved the resignation of Susan Thayer, Tri-County Child Exchange and Visitation Program Monitor, effective April 2, 2017 (copy included).

After discussion, on motion by Sam Nolte, seconded by Troy A. Brady, the Commission approved the employment of Misty Lattea as Tri-County Child Exchange and Visitation Program
Monitor, effective April 14, 2017 at the rate of $8.75 per hour as requested by Bethany Burkhart, Site Supervisor (copy included). Ms. Lattea will not work more than 19 hours per week.

Terry Cutright reviewed the following “For Your Information” items (copies included):
1. Notice of Approval of the Levy Estimate (Budget) from the Office of the WV State Auditor
2. CCAWV 2017 County Government Essay Contest Packet—Applications due April 21, 2017
3. Upshur County Building Permits-March 2017
4. Upshur County Sheriff’s Financial Statement for period ending February 2017
5. Newsletters and/or Event Notifications
   - Wear Blue Flyer-April 7, 2017
   - 2017 WV Hillbilly Celebration on April 8th from 10:00 a.m. to 5 p.m. at Jawbone City Park
   - Free “Dining with Diabetes” Workshop Series to begin April 11th at the WVU Extension Office
   - 23rd Annual Ramp Benefit Dinner on April 21st from 5-8 p.m. at the Upshur County Public Library
6. Agendas and/or Notice of Meetings:
   - Elkins Road Public Service District – April 4, 2017
   - Buckhannon City Council- April 6, 2017
   - James W. Curry Library and Park-April 25, 2017
7. Meeting Minutes:
   - James W. Curry Library and Park-October 26, 2016
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
UPSHUR COUNTY COMMISSION MEETING
April 6, 2017

- 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: 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

At 9:30 a.m., Carrie Wallace reviewed bids submitted for the expansion and relocation of a portion of the Upshur County Courthouse surveillance system. Two bids were received as follows: Micrologic in the amount of $19,995 and MPL, Inc. in the amount of $30,999.21 (copies included). Both bidders attended the mandatory pre-bid meeting and provided all required documentation. After discussion, on motion by Sam Nolte, seconded by Troy A. Brady, the Commission approved the low bid from Micrologic. The funding for the project is from a Court Security Grant in the amount of $18,132.04 with the remaining funds ($1,862.96) to be paid from the General County fund.

Doyle Cutright, II, E911 Communications Center Director, appeared before the Commission and provided a reading of the “National Public Safety Telecommunicators Week, April 9-15, 2017” Proclamation. After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved and authorized signing of the Proclamation and a “Certificate of Recognition” honoring Upshur County E911 Telecommunicators (copies included).

The Commission recessed at 9:52 a.m.
The Commission reconvened at 10:00 a.m.

Addie Helmick and Bobbi Cox, Women’s Aid in Crisis representatives, appeared before the Commission and provided information and data concerning the incidence of sexual assault throughout the United States and in Upshur County. Ms. Cox read a proclamation designating April as “Sexual Assault Awareness Month” (copy included). After discussion, on motion by Sam Nolte, seconded by Troy A. Brady, the Commission approved and authorized the President to sign the Proclamation.

The Commission recessed at 10:04 a.m.
The Commission reconvened at 10:15 a.m.

Upshur County resident, Tim Higgins, appeared before the Commission and reviewed an experience and his correspondence to Congressman Alex Mooney (copy included) regarding a March 2017 flyer from the Congressman’s office titled, “Supporting and Protecting West Virginia Jobs”.

The Commission approved all invoices for payment (copies included)
The Commission approved all Vacation Orders.
The Commission approved the following “Settlements” (copies included):
- Robert W. Clarke—Final Settlement
Russell William McIe—Final Settlement
Mason Carl Snyder—Final Settlement Waiver
The Commission approved the following “Exonerations and/or Refunds” (copies included):
- Lori Endicott (Thomas)—#4040—$29.68
- Robert S. Cochran—#4050—$4.26
- Oak Grove Salvage c/o Larry Cogar—#4051—$69.24
- Kevin S. or Elizabeth A. Stingo—#4052—$164.96
The Commission approved the following “Request to Attend Meeting” (copies included):
- Brian Shreves—May 8-12, 2017
- Carol J. Dean—May 3, to May 23, 2017

The Commission reviewed agenda items for future meetings, received project updates and discussed administrative business items.

With no further business, on motion by Terry Cutright, seconded by Sam Nolte, the Commission meeting adjourned at 11:50 a.m.