UPSHUR COUNTY COMMISSION MEETING

May 12, 2011

The County Commission of Upshur County West Virginia, held their regular meeting at the Courthouse Annex on Thursday, May 12, 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 May 05, 2011 as submitted.

David Taylor, West Virginia Wesleyan College Office of Extended Learning, appeared before the Commission with a request for approval of a joint proclamation with the City of Buckhannon to announce the “Establishment of Honorary Upshur County Fire Marshall”. After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved and authorized the Commission to sign the proclamation. (copy included)

Amanda D. Poggenburg, Upshur County Family Resource Network and AmeriCorps VISTA representative and joined by AmeriCorps VISTA members, appeared before the Commission and provided an update/review of activities including a tree planting to be held at the Stockert Youth Center on May 16, 2011 at 11:00 a.m. Ms. Poggenburg presented the “AmeriCorps Week 2011 Proclamation” which designates May 14–21 as AmeriCorps Week in Upshur County in recognition of “volunteerism”. After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved and authorized the Commission to sign the proclamation. (copy included)

In addition, Ms. Poggenburg provided a review on the Upshur County Literacy Volunteers Yard Sale to take place at the Buckhannon Episcopal Church on Friday, May 13, 2011 from 8:00 to 4:00 p.m. and Saturday, May 14, 2011 from 8:00 a.m. to 1:00 p.m.

After discussion, on motion by JC Raffety, seconded by Creed G. Pletcher, the Commission approved and authorized an order to refund overpayment of property transfer tax by Pennsylvania Mineral Group as recorded in the Upshur County Office of the County Clerk on January 31, 2008 in the amount of $57,765.40 ($28,882.70 to be paid by the State of West Virginia and $28,882.70 to be paid by Upshur County).
After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved the request for “Leave Donation” for Richard Moore, Upshur County Process Server.

William A. Parker provided a review of a request for seasonal employees for the Upshur County Youth Camp. After discussion, on motion by JC Raffety, seconded by Creed G. Pletcher, the Commission approved the following as recommended by the Upshur County Youth Camp Board of Directors: (copy included)

- Mary J. Fisher-kitchen-$7.45 per hour-effective June 1, 2011
- Leslie M. Sayre-Shift supervisor-kitchen-$7.45 per hour-effective June 1, 2011
- Whitney D. Sayre-Shift supervisor-kitchen-$7.60 per hour-effective June 1, 2011
- Elsie D. Sayre-kitchen-$7.45 per hour-effective June 1, 2011
- Dustin Eskew-kitchen-$7.35 per hour-effective June 7, 2011
- Rosalyn M. Hovis-kitchen-$7.25 per hour-effective June 1, 2011
- Michelle L. Tenney-kitchen-$7.25 per hour-effective June 1, 2011
- Megan E. Klaine-kitchen-$7.25 per hour-effective June 1, 2011
- Teia J. Page-kitchen-$7.25 per hour-effective June 1, 2011
- Misty D. Huffman-kitchen-$7.25 per hour-effective June 1, 2011
- Dorothy D. Shaw-housekeeping-$7.25 per hour-effective June 1, 2011

After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved the employment of Hartsel Lee Cool as seasonal part time Maintenance/Grounds keeping personnel. Effective date of employment is May 16, 2011 at the rate of $7.25 per hour.

William A. Parker provided an update on the Appraisal Ratio Report from the West Virginia State Tax Department, Property Tax Division. (copy included)

The Commission recessed at 9:45 a.m.
The Commission reconvened at 9:55 a.m.
Donnie R. Tenney reviewed the following “For Your Information” items:

1. Appraisal Ratio Report from the Property Tax Division
2. Correspondence from Jodie Akers, Director of Student Services & Attendance for the Upshur County Board of Education, concerning Emergency Planning Committee meeting
3. Notification from the Buckhannon Historic Landmarks Commission concerning a Historical Preservation presentation at 7:00 p.m. on May 17, 2011
4. Dog Warden Report
5. Upshur County E911 Communication Center Reports:
   - Monthly Call Type Summary Report-April 2011
   - Monthly Departmental Call Report-April 2011
   - Monthly Wrecker Log Report-April 2011
6. Agendas and/or Notice of Meetings:
   - Upshur County Development Authority-Ex. Bd.-May 12, 2011
7. Meeting Minutes and/or Financial Reports:
   - Upshur County Development Authority-Ex. Bd.-April 13, 2011
8. Meetings:
   - 05/03/11-7:00 p.m. -Hodgesville Public Service District
   - 05/03/11-6:00 p.m. -Elkins Road Public Service District
   - 05/09/11-12:00 p.m. -Upshur County Family Resource Network
   - 05/09/11-4:30 p.m. -Upshur County Solid Waste Authority
   - 05/09/11-6:00 p.m. -Buckhannon-Upshur Recreational Park Advisory Board
   - 05/11/11-7:00 a.m. -Upshur County Development Authority – Exec. Board
   - 05/11/11-7:30 a.m. -Buckhannon-Upshur Airport Authority
   - 05/11/11-12:00 p.m.-Upshur County Senior Center Board
   - 05/11/11-1:30 p.m.-Upshur County Conventions & Visitors Bureau
   - 05/12/11-1:00 p.m. -Adrian Public Service District
   - 05/12/11-3:00 p.m. -Tennerton Public Service District
   - 05/12/11-6:30 p.m. -Upshur County Safe Sites & Structures Ordinance Board
   - 05/12/11-6:30 p.m. -Upshur County Fire Board
   - 05/16/11-7:00 p.m. -Upshur County Fair Association
   - 05/16/11-6:00 p.m.-Community Corrections Board (at Lewis County Courthouse)
   - 05/17/11-5:00 p.m. -UC Enhanced Emergency Telephone Advisory Board
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- 05/18/11-10:00 a.m. -James W. Curry Advisory Board
- 05/18/11-7:00 p.m. -Lewis Upshur LEPC
- 05/19/11-6:30 p.m. -Upshur County Youth Camp Board
- 05/24/11-4:00 p.m. -Upshur County Public Library Board
- 05/25/11-7:00 a.m. -Upshur County Development Authority
- TBA-7:00 a.m.-Region VII Planning & Development Council

9. 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.-(Kelley Davis 06-30-11) County
   - Farmland Protection Board-(County Commissioner-Four Year Term)-County
   - Farmland Protection Board-(Executive Director UCDA-Four Year Term)-County
   - Farmland Protection Board-(Farmer & County Farm Bureau-Two Year Term)-County
   - Farmland Protection Board-(Farmer & Conservation District-Four Year Term)-County
   - Farmland Protection Board-(Farmer-Four Year Term)-County
   - Farmland Protection Board-(At-Large Non-Farming-Two Year Term)-County
• Farmland Protection Board-(At-Large Non-Farming -Four Year Term)-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
• Region VII Planning & Development Council-(Connie Tenney 12-31-11) County
• Region VII Planning & Development Council-(Sam Nolte 12-31-11) 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
The Commission approved all invoices for payment. (copy included)
The Commission approved all Vacation Orders.
The Commission approved the following Settlements:
- Darley G. Mealey-Final Settlement
- Mae Elizabeth Wendell-Final Settlement
- Mary B. Bailey-Final Settlement
- Carl Vance Lipps-Final Settlement
- Homer Gerald Rohr, Jr.-Final Settlement
- Rodney Kelley-Final Settlement

The Commission recessed at 11:00 a.m. to attend the Upshur County Policy Board meeting.
The Commission reconvened at 11:45 a.m.
The Commission recessed at 11:45 a.m.
The Commission reconvened at 1:15 p.m.

Joyce L. Harris-Thacker, Upshur County Family Resource Network Director, appeared before the Commission with Law Enforcement representatives from City, County and the West Virginia Dept. of Natural Resources and provided a review of the “May 15-21 2011 Proclamation” which calls upon Upshur County citizens to observe May 15, 2011 as Peace Officers’ Memorial Day and May 15-21, 2011 as Police Week in memory and honor of deceased or disabled law enforcement officers. After discussion, on motion by JC Raffety, seconded by Creed G. Pletcher, the Commission approved and authorized the Commission to sign the proclamation. (copy included)
At 1:30 p.m., on motion by Creed G. Pletcher seconded by JC Raffety, the Commission entered executive session per WV Code 6-9A-4. In attendance were Donnie R. Tenney, Creed G. Pletcher, JC Raffety, and E911 Dispatchers (individually) to discuss personnel matters. At 1:30 p.m., Commissioners met with April Smith; 2:00 p.m. - Carol Dean; 2:30 p.m. - Jaclyn Tenney; 3:00 p.m. - Kimbra Wachob and 3:30 p.m. Roxanne Winters. No action was taken in executive session and the Commission returned to open session at 4:15 p.m.

With no further business, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission meeting adjourned at 4:15 p.m.