UPSHUR COUNTY COMMISSION MEETING
July 9, 2009

The County Commission of Upshur County West Virginia, held their regular meeting at the Courthouse Annex on Thursday, July 9, 2009 at 9:00 a.m. 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.

After reading of the minutes, on motion by Eugene C. Suder seconded by Creed G. Pletcher, the Commission approved the regular meeting minutes of July 2, 2009.

Laura Queen, Chairperson of the Upshur County Emergency Food and Shelter Programs Local Board, appeared before the Commission and provided an update on the Upshur County Employee Food Drive for the Parish House. (copy included) Ms. Queen requested county employees to participate in another Food Drive during the month of August, 2009. The item will be placed on next week’s agenda for action. (Note: not on agenda, report only)

David McCauley, UCARE Representative, appeared before the Commission and provided an update on planned activities for 2009. (copy included)(Note: not on agenda, report only)

John Bowers, county resident, appeared before the Commission and provided information on the “Pickin’ in Parsons” Bluegrass Festival which is to be held July 30th through August 1st 2009 in Parsons, WV. (copy included)(Note: not on agenda, report only)

Virgil D. Miller, Sheriff, and Mark Davis, Lieutenant, appeared before the Commission and provided an update on the “Project Life Saver” program and the search and rescue efforts for the missing individual over the weekend. James Farry, OEM Director, provided an update on his involvement in search and rescue efforts. (Note: not on agenda, report only)

William A. Parker provided an update/status report on the maintenance agreement with Global Science and Technology. After discussion, on motion by Creed G. Pletcher, seconded by Eugene C. Suder the Commission approved and authorized the President to sign the service contract effective July 1, 2009 through June 30, 2010. (copy included)

After review by William A. Parker, on motion by Eugene C. Suder, seconded by Creed G. Pletcher, the Commission approved the request by the Buckhannon Swim Club—“Splashers”, to receive 20% of Concession sales from the July 11, 2009 swim meet pending follow up with Larry Farnsworth, Park Director. (copy included)
After discussion, on motion by Creed G. Pletcher, seconded by Eugene C. Suder, the Commission approved the resignation of Brandon Cale, OEM administrative/clerical position. (copy included)

After discussion, on motion by Eugene C. Suder, seconded by Creed G. Pletcher, the Commission approved the advertisements for part time secretarial position for the Office of the Upshur County Sheriff and for part time clerical/administrative position for the Office of Emergency Management.

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

The Commission approved the following purchase orders:
- Wal-Mart Community BRC-#20101033-$400.00
- Jerry’s Sporting Goods-#20101034-$520.00

The Commission approved the following Final Settlements:
- Edith Earnestine Walton-Final Settlement
- Rex Wilford Watlon-Final Settlement
- Lourene Mabel Woody-Final Settlement
- Stephen R. Workman, Sr.-Final Settlement

The Commission approved the following exonervations and/or refunds:
(copies included)
- Robert Heater-#2494-$25.26
- Robert or Kathy Nestor-#2495-$27.04
- William G. Jr. or Alice Teests-#2496-$126.42
- James or Rose Mary Marckey-#2497-$161.80
- Brigitte Lafontaino-#2498-$49.88
- Lonnie Lake-#2499-$60.82
- Gerald S. or Cindy Ann Long-#2500-$586.26
- Charles Fisher-#2501-$10.82
- Brian G. or Joann Huffman-#2502-Correcive Ticket
- Brian G. or Joann Huffman-#2503-$441.54
- John P. Burdette-#2504-$2,061.60
- John W. or Judy L. Burnside-#2505-$306.14
- Charles D. or Shannon Wagner-#2506-$2.06
- Arthur Lantz-#2507-$1,958.52
- Naomi J. or Walter Linger-#2508-$51.20

The Commission approved the following consolidation of land tracts: (copy included)
• Banks District-Map 3N-Parcel 6 with Map 3N-Parcel 7- owners Eugene M. and Dorothy J. Wilson- will blend to make Map 3N Parcel 16
• Banks District-Map 4U-Parcel 54 with Map 4T-Parcel 19 and Map 4T Parcel 18 owner Ruth Bell Lumber Company will blend to make Map 4T Parcel 19

The Commission received the following information: (copies included)
1. Correspondence from the Division of Criminal Justice Services concerning a Title II-Juvenile Justice and Delinquency Prevention Grant Award recommendation ($47,227.50)
2. Correspondence from the Supreme Court of Appeals (WV Court Security Board) concerning a Court Security Grant Award ($24,640.00)
3. Correspondence from the West Virginia Department of Environmental Protection concerning compliance with the REAP Standard Operating Procedure for 2009
4. Correspondence from the Property Tax Division concerning approval of Valuation Fund Budget for FY 2009-2010
5. Correspondence from the Upshur County Board of Education concerning appointment to the Buckhannon-Upshur Parks & Recreation Advisory Board
6. Schedule of Events for the Upshur County Fair
7. Upshur County Employees Wage Rates for FY 2009-2010
8. Upshur County Communication Center reports
   • Monthly Call Report-June 2009
   • Departmental Call Report-June 2009
   • Monthly Wrecker Report-June 2009
9. Building Permits-June 2009
10. Agendas and/or Notice of Meetings:
   • Adrian Public Service District-June 9, 2009
   • Buckhannon-Upshur Parks & Recreation Advisory Board-July 13, 2009
   • Elkins Road Public Service District-July 7, 2009
11. Meetings Minutes and/or Financial Reports: None
12. Meetings:
   • 07-01-09-10:00 a.m.-James W. Curry Advisory Board
   • 07/07/09-6:00 p.m.-Elkins Road Public Service District
   • 07/07/09-7:00 p.m.-Hodgesville Public Service District
   • 07/08/09-3:00 p.m.-Tennerton Public Service District
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- 07/08/09-7:00 p.m.-Upshur County Litter Control Committee
- 07/09/09-1:00 p.m.-Adrian Public Service District
- 07/09/09-6:30 p.m.-Upshur County Safe Sites & Structures Ordinance Board
- 07/13/09-12:00 p.m.-Upshur County Family Resource Network
- 07/13/09-4:00 p.m.-Upshur County Solid Waste Authority
- 07/13/09-6:00 p.m.-Buckhannon-Upshur Recreational Park Advisory Board
- 07/14/09-7:00 a.m.-Buckhannon Upshur Airport Authority
- 07/15/09-7:00 a.m.-Upshur County Development Authority – Ex. Board
- 07/15/09-10:00 a.m.-James W. Curry Advisory Board
- 07/15/09-4:00 p.m.-Upshur County Public Library Board
- 07/15/09-7:00 p.m.-Lewis Upshur LEPC
- 07/15/09-6:30 p.m.-Upshur County Fire Board
- 07/15/09-6:30 p.m.-Upshur County Youth Camp Board
- 07/20/09-7:00 p.m.-Upshur County Fair Association
- 07/21/09-10:00 a.m.-Wes-Mon-Ty RCD
- 07/21/09-5:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
- 07/31/09-4:00 p.m.-Upshur County Library Board
- TBA-6:00 p.m.-26th Judicial Circuit Community Corrections Board
- TBA-6:00 p.m.-Region VII Planning & Development Council

Appointments Needed or Upcoming:
- James W. Curry Advisory Board — (4 Vacant Positions) — County
- Upshur County Building Commission — (AG Trusler 11/10/08) — County
- Upshur County Civil Service Board — (Terry D. Reed 12/31/08) — Bar Association
- UC Enhanced Emergency Telephone Adv. Bd. — (Vacant Position 06/30/11) — EMS
- Upshur County Fire Board — (Vacant Position 06/30/10) - County – 1st District - Community
- UC Safe Structures & Sites Ordinance Bd. — (G. Bonnett 06/30/08) – Fire Chief – County.

The Commission recessed at 10:15 a.m.
The Commission reconvened at 10:25 a.m.
Debbie Thacker Wilfong, Clerk of the County Commission, appeared before the Commission to discuss staffing levels. After discussion, on motion by Eugene C. Suder, seconded by Creed G. Pletcher, the Commission will authorize the hiring of a part-time Deputy County Clerk at the rate of $7.25 per hour for an average of no more than 35 hour work week. (Ms. Wilfong had requested full time employment with benefits at the rate of $8.00 per hour)

The Commission engaged in a discussion regarding Building Permit funds. Debbie Thacker Wilfong inquired about the agreement to collect building permits in the office of the Upshur County Clerk. Five dollars ($5.00) from each building permit sold is to be budgeted in the office for equipment. William A. Parker will follow up with a transfer of $1,500.00 to the budget of the County Clerk. This represents $5.00 of the $15.00 Building Permit fee.

The Commission engaged in a discussion concerning an email from William A. Parker requesting a transfer of money for payroll from the Voter’s Election Fund. By the general consent rule, the Commission approved the transfer of funds if the necessity should arise for payroll and/or related costs.

The Commission adjourned at 11:25 a.m.

The Commission reconvened at 2:45 p.m. for a site visit/tour of the old fire station. The following items were noted for action:
- Utilities-electric, gas, water, telephone, internet
- Windows have to be braced or don’t open
- Contact Tom Anderson for heating and air conditioning

After discussion, on motion by Eugene C. Suder, seconded by Creed G. Pletcher, the Commission approved and authorized the President to sign a letter of understanding to rent the building for $500.00 per month from the Progressive Bank.

With no further business, the Commission adjourned at 3:15 p.m.