UPSHUR COUNTY COMMISSION MEETING
September 15, 2011

The County Commission of Upshur County West Virginia, held their regular meeting at the Courthouse Annex on Thursday, September 15, 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 and William A. Parker, Administrator. The meeting began with a moment of silent meditation and prayer, followed by the Pledge of Allegiance. All motions passed unanimously unless otherwise stated.

Gary Bailey, Maintenance Supervisor, appeared before the Commission. On motion by JC Raffety, seconded by Creed G. Pletcher, the Commission entered executive session per WV Code 6-9A-4 at 9:15 a.m to discuss personnel matters. In attendance were Donnie R. Tenney, Creed G. Pletcher, JC Raffety, William A. Parker and Gary E. Bailey. The Commission returned to open session at 10:00 a.m. No decisions were made in executive session.

Helen R. Phillips, Upshur County Assessor, appeared before the Commission and advised that she was scheduling Jim Priester, Marion County Assessor to appear at the September 22, 2011 meeting concerning the aerial photography project.

After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved and authorized the President to sign the Governor’s Community Participation Grant Program Contract for Project #11LEDA0781 and all related documents between the West Virginia Development Office and the Upshur County Commission in the amount of $4,500. The grant is for the benefit of the Adrian Volunteer Fire Department. (copy included)

After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved and authorized the President to sign the Governor’s Community Participation Grant Program Contract for Project #10LEDA0958N and all related documents between the West Virginia Development Office and the Upshur County Commission in the amount of $100,000. The grant is for the benefit of the Buckhannon-Upshur Airport Authority. (copy included)

After discussion, on motion by JC Raffety, seconded by Creed G. Pletcher, the Commission approved the quote in the amount of $325.00 per month from Artesian Process Chemicals Group for a “Boiler Water Treatment Program” for the Courthouse and Annex buildings. (copy included)

After discussion, on motion by JC Raffety, seconded by Creed G. Pletcher, the Commission approved the hiring of temporary Early Voting Clerks for the October 2011 Special Election at the rate of $7.25 per hour effective September 19 thru October 1, 2011 as follows: Beatrice Adams, Irene Andrew, Nelda Light, Thanna Wentz, Judith Miles, Betty Heavner, Kay Wilson, Penny Parcell, Catherine Frye and Beulah Riffle. (copy included)

After discussion, on motion by JC Raffety, seconded by Creed G. Pletcher, the Commission approved Kaitlyn Nicole Noe and Haven Lyndsey Clay as volunteers for the Lewis-Upshur Animal Control Facility.
After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved the resignation of Trena L. Bonnet as E911 Communications Center Dispatcher, effective September 1, 2011. (copy included)

After discussion, on motion by JC Raffety, seconded by Creed G. Pletcher, the Commission approved the resignation of Clint D. Walton as Elkins Road Public Service District board member, effective September 7, 2011. (copy included)

Donnie R. Tenney reviewed the following “For Your Information” items:

1. Feline Activity Report-August 2011
2. Agendas and/or Notice of Meetings:
   - Buckhannon-Upshur Airport Authority-September 14, 2011
   - Lewis-Upshur-Braxton Community Corrections-September 12, 2011
   - Upshur-Buckhannon Health Department-September 30, 2011
3. Meeting Minutes and/or Financial Reports:
   - Lewis-Upshur-Braxton Community Corrections-July 18, 2011
4. Meetings:
   - 09/06/11-7:00 p.m. -Hodgesville Public Service District
   - 09/06/11-6:00 p.m. -Elkins Road Public Service District
   - 09/08/11-1:00 p.m. -Adrian Public Service District
   - 09/08/11-3:00 p.m. -Tennerton Public Service District
   - 09/08/11-6:30 p.m. -Upshur County Safe Sites & Structures Ordinance Board
   - 09/12/11-12:00 p.m. -Upshur County Family Resource Network
   - 09/12/11-4:30 p.m.-Upshur County Solid Waste Authority
   - 09/12/11-6:00 p.m. -Buckhannon-Upshur Recreational Park Advisory Board
   - 09/12/11-6:00 p.m. -Community Corrections Board-Braxton County
   - 09/14/2011 -7:00 a.m. -Upshur County Development Authority – Exec. Board
   - 09/14/11-7:30 a.m. -Buckhannon-Upshur Airport Authority
   - 09/14/11-12:00 p.m. -Upshur County Senior Center Board
   - 09/14/11-1:30 p.m. -Upshur County Conventions & Visitors Bureau
   - 09/15/11-6:30 p.m. -Upshur County Fire Board
   - 09/15/11-6:30 p.m. -Upshur County Youth Camp Board
   - 09/19/11-7:00 p.m. -Upshur County Fair Association
   - 09/20/11-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development
   - 09/20/11-5:00 p.m. -UC Enhanced Emergency Telephone Advisory Board
   - 09/21/11-7:00 p.m. -Lewis Upshur LEPC
The Commission approved all invoices for payment. (copy included)
The Commission approved the following Settlements:
- Eleanor Frances Black-Final Settlement
- Helen S. Reed-Final Settlement
The Commission approved the following “Exonervations and/or Refunds”:
(copies included)
- Barbara Grabeal-#2926-$255.62
- Edgar W. Terneus-#2927-$6.30
- Upshur Property, Inc.-#2928-$9.46

The Commission approved the following “Request to Attend Meeting” for Commission employees: (copies included)
- James Farrell- September 21, 2011
- James Farry- September 21, 2011

Jacob E. Reger, Upshur County Prosecuting Attorney, appeared before the Commission and provided an update on pending civil legal matters concerning property located in the Banks District. (Note: item not on agenda, report only)

The Commission recessed at 11:30 a.m.

The Commission reconvened at 12:45 p.m.

James L. Farry, Upshur County Office of Emergency Management Director, appeared before the Commission and provided an update/status report on the Homeland Security Grants. After discussion, on motion by Creed G. Pletcher, seconded by JC Raffety, the Commission approved monthly progress reports, financial reports and requests for reimbursement for the following Homeland Security Grants:
09-SHS-16, Mass Migration Support Plan & Interoperability in the amount of $18,498.79; 09-SHS-17, Critical Infrastructure Support Plan in the amount of $13,524.52; 09-SHS-18 in the amount of $2090.66, Continuity of Operations Plan and 09-SHS-19, Citizen Preparedness Plan in the amount of $4,197.00.

At 2:00 p.m. the Commission met at the Office of the Upshur County Clerk for inspection and testing of election equipment to be used for the October 2011 Special Election. (Note: Donnie R. Tenney was not in attendance due to a previously scheduled meeting)

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