The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, October 5, 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; Tabatha Perry, Assistant County Administrator; Jeanne Zickefoose, Administrative Assistant 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 September 28, 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 correspondence to Fulton Financial Advisors regarding James W. Curry’s Revocable Trust Agreement rescinding the previous request to disburse an additional ten percent of the interest earned in FY 17 to each the James W. Curry Library and Park as discussed during the regular Commission meeting on July 13, 2017 (copy included).

After discussion, on motion by Sam Nolte, seconded by Troy A. Brady, the Commission approved and authorized the President to sign the West Virginia Division of Homeland Security Grant Program 2017 Sub-Grant Application in the amount of $159,838 for the benefit of the Office of Emergency Management for the purchase of equipment (copy included).

Terry Cutright reviewed correspondence from Carol J. Smith, Upshur County Clerk, announcing the retirement of Carolyn S. Tenney as Deputy County Clerk, effective December 8, 2017 (copy included).

After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved the employment of Geneva P. Peggs as full time Deputy County Clerk effective October 10, 2017 at the rate of $10.00 per hour pending background check results as requested by Carol J. Smith, Upshur County Clerk (copy included).

After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved the employment of Kelly Hepburn as full time Deputy County Clerk effective October 23, 2017 at the rate of $10.00 per hour pending background check results as requested by Carol J. Smith, Upshur County Clerk (copy included).

Laura Meadows, Upshur County Conventions and Visitors Bureau Executive Director, appeared before the Commission to discuss the proposed installation of a sound system on Main Street, Buckhannon which will allow for music to be played on a daily basis, holiday music during special occasions, utilization during the Strawberry Festival as well as Festival Fridays, Blast from the Past, and various other organizations who conduct events on the Courthouse Plaza, City Hall or along Main Street. Ms. Meadows advised that the proposal was previously discussed with the City of Buckhannon. The Convention and Visitors Bureau will be funding the $25,000 sound system for the Main Street Project but advised that there will be additional costs involved for “zoning” other areas; i.e. the Courthouse, City Hall and Jawbone Park. Ms. Meadows requested a donation from the County Commission in the amount of $2,500 which will be used for material and labor and miscellaneous expenses. After discussion, on motion by Sam Nolte, seconded by Terry Cutright, the Commission approved to provide a donation in the amount of $2,500 for the project. (NOTE: Nolte and Cutright for, Brady against—Commissioner Brady clarified his position by stating that although he is for the project, he wanted to know the standing of the City before approving the donation)
After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved a request from Greg Harris, Facilities Director, to retain current part-time seasonal employee Loretta L. Koone, to be utilized on an “as needed” basis to maintain various County owned properties from November 5, 2017 through March 3, 2018 (copy included). Ms. Koone will work no more than 200 hours during this period at the rate of $9.50 per hour.

After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved the following as volunteers for the Lewis-Upshur Animal Control Facility: Charleen Dean, Herbie White, Carolyn McCann and Crystal Jordan.

Terry Cutright reviewed the following “For Your Information” items (copies included):
1. Correspondence from Sarah J. Brown, Senior Justice Programs Specialist, notifying David E. Godwin, Upshur County Prosecuting Attorney that they have been recommended for FY 2017 Victim of Crime Act (VOCA) Awards funding in the amount of $34,662.00. The Governor will be awarding the Victim of Crime Act (VOCA) Grant sometime in October.
2. Upshur County E911 Communication Reports --- August 2017
   • Monthly Call Summary Report
   • Monthly Department Summary Report
   • Monthly and YTD Wrecker Report
3. Upshur County Building Permits -- September 2017
4. Buckhannon Fire Department Media Release – Outdoor Burning
5. Newsletters and/or Event Notifications:
   • St. Joseph’s Hospital Drive-By Flu Clinic - October 9th 10:30a.m. – 1:00 p.m.
   • WV Tourism Let’s Show Off Our Beautiful State!! West Virginia Proud!!
   • Employment & Job Training Fair - October 19th 12:00 p.m.– 3:00 p.m. at WV Wesleyan College Benedum Campus Center Social Hall
   • Anytime Fitness Join for $1.00 October 1st – 13th
   • The Future of Money Free Class October 4th, October 17th, and October 25th 6:00 p.m. – 8:00 p.m. at the Public Safety Complex Training Room
6. Agendas and/or Notice of Meetings:
   • James W. Curry Library and Park Advisory Board-September 27, 2017
   • City Council of Buckhannon -October 5, 2017
   • Upshur County Solid Waste Authority-October 9, 2017
7. Meeting Minutes:
   • Elkins Road PSD-August 8, 2017
   • Upshur County Farmland Protection Board - July 27, 2017
   • Upshur County Farmland Protection Board- August 17, 2017
   • James W. Curry Library and Park Advisory Board-August 23, 2017
   • Upshur County Family Resource Network Director’s Report-August 2017
8. Meetings:
   • 10/03/17-6:00 p.m.-Hodgesville PSD
   • 10/05/17-6:00 p.m.-Buckhannon Upshur Board of Health
   • 10/05/17-7:00 p.m.-Selbyville VFD
   • 10/05/17-7:00 p.m.-Banks District VFD
   • 10/09/17-12:00 p.m.-Upshur County Family Resource Network-cancelled
   • 10/09/17-4:30 p.m.-Upshur County Solid Waste Authority
UPSHUR COUNTY COMMISSION MEETING
October 5, 2017

- 10/09/17-5:30 p.m.-B-U Recreational Park Advisory Board
- 10/09/17-6:00 p.m.-Lewis-Upshur Community Corrections Board-Upshur County
- 10/10/17-5:30 p.m.-Elkins Road PSD
- 10/10/17-7:30 p.m.-Adrian VFD
- 10/11/17-7:00 p.m.-Buckhannon River Watershed Association-Bd. Of Directors
- 10/11/17-12:00 p.m.-Upshur County Senior Center Board
- 10/11/17-3:00 p.m.-Tennerton PSD
- 10/11/17-7:00 p.m.-Warren District VFD
- 10/11/17-7:00 p.m.-Ellamore VFD
- 10/11/17-6:00 p.m.-Upshur County Citizens Corp - CERT
- 10/12/17-1:00 p.m.- Adrian PSD
- 10/12/17-3:00 p.m.-Upshur County Conventions & Visitors Bureau–UCDA Office
- 10/12/17-4:00 p.m.-Upshur County Safe Sites & Structures Ordinance Enforcement Bd.
- 10/12/17-4:00 p.m.- Buckhannon Upshur Airport Authority
- 10/12/17-7:30 p.m.-Buckhannon VFD
- 10/15/17-6:00 p.m.-Washington District VFD
- 10/16/17-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
- 10/17/17-4:00 p.m.-Upshur County Public Library Board
- 10/17/17-5:00 p.m.-Upshur County EETAB
- 10/17/17-6:30 p.m.-Upshur County Fire Board
- 10/18/17-7:00 a.m.-Upshur County Development Authority-Executive Board
- 10/18/17-12:00 p.m.- Lewis-Upshur LEPC-Upshur location
- 10/19/17-3:00 p.m.-Upshur County Farmland Protection Board
- 10/19/17-6:30 p.m.-Upshur County Youth Camp Board
- 10/23/17-10:00 a.m.-Mountain CAP of WV, Inc. a CDC
- 10/23/17-6:30 p.m.-Upshur County Fire Fighters Association
- 10/23/17-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development
- 10/23/17-11:00 a.m.-Region VI Local Elected Officials-Annual Meeting
- 10/25/2017-10:00 a.m.-James W. Curry Library and Park Advisory Board

9. Appointments Needed or Upcoming
   - Upshur County Fire Board (Community Representative-3rd District)-June 30, 2017

Tabled Items
1. US Census Bureau Local Updated Census Address Project
   Tabatha Perry provided information received from Janet Spry regarding the Local Updated Census Address Project. Based upon the information received from Ms. Spry, six counties have agreed to participate in the program. Since WV has already submitted digital addressing and mapping files to the Census, which the Bureau has used to update their addressing and mapping files, Ms. Spry believes there should be minimal changes and time required for participating. If the county cannot participate in a thorough, full-county review, a partial review of select areas of the county that may be experiencing housing changes, will help ensure a more accurate, complete count of the population in 2020. Terri Jo Bennett plans to attend an upcoming workshop regarding the Project in November. The Commission will wait until then to decide if Upshur County will be participating.

   Lori Ulderich-Harvey, Upshur County Family Resource Network Director, appeared before the Commission and provided data and information concerning Mental Illness/Mental Health and read the
Upshur County Odd Socks Day—October 6, 2017 Proclamation (copy included). Ms. Ulderich-Harvey encouraged residents to wear mismatched socks on October 6 to raise awareness of Mental Health issues “and reduce the stigma that surrounds mental health and the access to mental health care”. After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved and authorized the signing of the Proclamation.

The Commission approved all invoices for payment (copies included)
The Commission approved all Vacation Orders.
The Commission approved the following “Settlements” (copies included):
- Opal V. Page—Final Settlement
- Joseph Glen Rodrigues—Final Settlement Waiver
- Robert James Rose—Second Annual Settlement
- Robert Melvin Shreve—Final Settlement

The Commission approved the following “Exonerations and/or Refunds” (copies included):
- Rodney and Sonya S. Dean—#4210—Corrective Ticket
- Briar Ridge Estates Dev LLC—#4211—Corrective Ticket
- Edward and Pauline Smith—#4212—Corrective Ticket
- Casey Marie Smith—#4213—Corrective Ticket
- David W. and Charlotte Smith—#4214—$10.40

The Commission approved the following “Consolidation of Land Tracts” (copies included):
- Banks District-Map 3N Parcel 12 blended with Map 3N Parcel 12.7, to make Map 3N Parcel 12 - Owner, Kathy Sue Woody
- Buckhannon District-Map 5K Parcel 28.4 blended with Map 5K Parcel 27.1 and Map 5K Parcel 27.7 to make Map 5K Parcel 27.1 - Owner, Elmer D. and Cora A. Heck

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

With no further business, on motion by Sam Nolte, seconded by Troy A. Brady, the Commission meeting adjourned at 12:15 p.m.