The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, November 30, 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; Carrie Wallace, Upshur County Administrator; Tabatha Perry, Assistant County Administrator 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 Troy A. Brady seconded by Sam Nolte, the Commission approved the regular meeting minutes of November 16, 2017 as submitted.

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

The Commission discussed their option to pursue independent litigation regarding drug manufacturer lawsuits. Carrie Wallace provided a review of the joint meeting with Lewis County which was held on April 25 and discussed at the regular meeting of the Upshur County Commission on April 27, 2017. Ms. Wallace advised that if the Commission decides to file, they should begin reviewing their options. After discussion, the Commission approved to advertise a “request for proposals” to obtain legal counsel.

After discussion, on motion by Troy A. Brady seconded by Sam Nolte, the Commission approved and authorized the President to sign the Valley Business Systems Service Contract renewal for a machine located at the James W. Curry Library. Annual charges remain the same at $474 and the terms of service would be effective December 1, 2017 through November 30, 2018 (copy included). Coverage includes parts, labor, mileage, inspections and consumable supplies not excluded.

After discussion, on motion by Sam Nolte seconded by Troy A. Brady, the Commission approved and authorized the President to sign the WV Division of Homeland Security and Emergency Management Performance Grant Sub-Grant Application in the amount of $94,434 (copy included). The project period is from January 1, 2017 through December 31, 2017.

After discussion, on motion by Troy A. Brady seconded by Sam Nolte, the Commission approved the reappointment of Paul A. Spencer to the Adrian PSD Board of Directors, effective immediately. Mr. Spencer’s term will expire on October 31, 2023 (copy included).

After discussion, on motion by Sam Nolte seconded by Troy A. Brady, the Commission approved the appointment of Joel Thierstein, President of WVWC, to the UCDA Board as requested by Kathy McMurray, Board President. Mr. Thierstein’s term will begin on January 1, 2018 and expire on June 30, 2021 (copy included).

After discussion, on motion by Troy A. Brady seconded by Sam Nolte, the Commission approved the reappointment of Ervin Lake to the James W. Curry Library and Park Advisory Board. His current term is set to expire on December 31, 2017. Mr. Lake’s term will be extended to December 31, 2022 (copy included).

After discussion, on motion by Troy A. Brady seconded by Sam Nolte, the Commission approved a donation of 10 (ten) 1-day pool passes for the Buckhannon Readiness Center’s 601st Engineering Support Company’s Christmas Party as requested by Laura B. Meadows, Upshur County Convention & Visitors Bureau Executive Director (copy included).

After discussion, on motion by Troy A. Brady seconded by Sam Nolte, the Commission approved Keisha George as a Volunteer for the Lewis - Upshur Animal Control Facility.

Terry Cutright reviewed the following “For Your Information” items:
UPSHUR COUNTY COMMISSION MEETING  
November 30, 2017

1. Statewide Transportation Improvement Program (STIP) FFY 2016-2021 Program Amendment dated November 9, 2017. Carrie Wallace noted that an Upshur County project has been added

2. Atlantic Coast Pipeline Project: USDA Forest Service Final Record of Decision

3. Correspondence from Leighton C. McCoy, Authorized Representative of Dominion Energy Transmission, Inc., announcing the receipt of a Certificate of Public Convenience and Necessity from the Federal Energy Regulatory Commission to construct, operate and maintain the Supply Header Project and also enclosing a Project Overview Fact Sheet.

4. Correspondence from Charles K. McKinney, Assistant Chief Inspector of the Chief Inspector Division, enclosing a copy of the audit report of the Upshur County Farmland Protection Board for the fiscal year ended June 30, 2016. This report is available for inspection in the office of the Upshur County Commission.

5. Upshur County Animal Control/Humane Officer Monthly Dog Report for the month of October 2017

6. Lewis-Upshur Animal Control Facility Cat Report for the month of October 2017

7. Upshur County E911 Communication Reports --- October 2017
   - Monthly Call Summary Report
   - Monthly Department Summary Report
   - Monthly and YTD Wrecker Report

8. Upshur County Mileage Reports – October 2017
   - Upshur 911
   - Maintenance
   - Emergency Management
   - Sheriff
   - Addressing and Mapping
   - Community Corrections
   - Dog Pound

9. Newsletters and/or Event Notifications:
   - Curry Courier-November 22, 2017
   - James W. Curry Public Library Calendar of Events-December 2017
   - Cookies with Santa at Youth Health Services in Elkins on December 2\textsuperscript{nd} from 2:30 p.m. to 4:30 p.m.

10. Agendas and/or Notice of Meetings:
    - Buckhannon-Upshur Chamber of Commerce-November 20, 2017
    - Wes-Mon-Ty RC&D Board of Directors-November 28, 2017
    - Elkins Road PSD-December 5, 2017

11. Meeting Minutes:
    - Elkins Road PSD-October 10, 2017
    - Upshur County Safe Structures and Sites Enforcement Board-October 12, 2017
    - Buckhannon-Upshur Chamber of Commerce-October 16, 2017
    - Upshur County Fire Board-October 17, 2017
    - Adrian PSD-October 19, 2017
UPSHUR COUNTY COMMISSION MEETING  
November 30, 2017

12. Meetings:
- 12/04/17-10:00 a.m. - Mountain CAP of WV, Inc. a CDC
- 12/04/17 -6:00 p.m. - Upshur County Fire Fighters Association
- 12/05/17-5:30 p.m. - Elkins Road PSD
- 12/05/17-4:00 p.m. - Hodgesville PSD
- 12/06/17-12:00 p.m. - Upshur County Senior Center Board
- 12/07/17-7:00 p.m. - Banks District VFD
- 12/07/17-7:00 p.m. - Selbyville VFD
- 12/11/17-12:00 p.m. - Upshur County Family Resource Network
- 12/11/17-5:30 p.m. - Buckhannon-Upshur Recreational Park Advisory Board
- 12/12/17-7:30 p.m. - Adrian VFD
- 12/13/17-7:00 p.m. - Buckhannon River Watershed Association - Board of Directors
- 12/13/17-3:00 p.m. - Tennerton PSD
- 12/13/17-7:30 p.m. - Warren District VFD
- 12/13/17-7:00 p.m. - Ellamore VFD
- 12/14/17-3:00 p.m. - Upshur County Conventions & Visitors Bureau
- 12/14/17-1:00 p.m. - Adrian PSD
- 12/14/17-4:00 p.m. - Upshur County Safe Sites & Structures Ordinance Board
- 12/14/17-7:30 p.m. - Buckhannon VFD
- 12/14/17-4:00 p.m. - Buckhannon Upshur Airport Authority
- 12/17/17-6:00 p.m. - Washington District VFD
- 12/18/17-12:00 p.m. - Buckhannon-Upshur Chamber of Commerce – Event Center at Brushy Fork
- 12/19/17-6:30 p.m. - Upshur County Fire Board, Inc.
- 12/19/17-5:00 p.m. - UC Enhanced Emergency Telephone Advisory Board
- 12/20/17-7:00 a.m. - Upshur County Development Authority – Executive Board
- 12/20/17-7:00 a.m. - Upshur County Development Authority – Executive Board
- 12/21/17-3:00 p.m. - Upshur County Farmland Protection Board
- 01/04/18-6:00 p.m. - Buckhannon-Upshur Board of Health
- 01/08/18-6:00 p.m. - Lewis-Upshur Community Corrections Board-Lewis County
- 01/10/18-6:00 p.m. - Upshur County Citizens Corp – CERT
- 01/16/18-4:00 p.m. - Upshur County Public Library Board
- 01/17/18-12:00 p.m. - Lewis Upshur LEPC --- Upshur location
- 01/18/18-6:30 p.m. - Upshur County Youth Camp Board
- TBD-10:00 a.m. - Wes-Mon-Ty Resource Conservation & Development Council
- 03/28/18-10:00 a.m. - James W. Curry Advisory Board

13. Appointments Needed or Upcoming: (none)

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

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

The Commission approved all Vacation Orders.

The Commission approved the following “Settlements” (copies included):
UPSHUR COUNTY COMMISSION MEETING
November 30, 2017

- Mary Lou Armentrout—Final Settlement
- Lester L. Detweiler—Final Settlement
- Joseph S. Gould—Final Settlement
- Janan Dayle Hamilton—Final Settlement
- Jean Louise Jackson Trust—Third Annual Settlement
- Myra Dawn Wamsley—Final Settlement Waiver

The Commission approved the following “Request to Attend Meeting” (copies included):
- Tabatha R. Perry—December 5 through 7, 2017

With no further business, on motion by Sam Nolte seconded by Terry Cutright, the Commission meeting adjourned at 11:30 a.m.