The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, December 14, 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 Sam Nolte seconded by Troy A. Brady, the Commission approved the regular meeting minutes of December 7, 2017 as submitted.

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

The Commission discussed the 2020 Census Local Update of Census Addresses Operation (LUCA) participation and reviewed the request to verify data as was discussed during the regular Commission meeting of April 13, 2017. Carrie Wallace advised that December 15, 2017 is the deadline for a decision for participation. Commissioners agreed that the County does not have the manpower or resources to fulfill the request. After discussion, on motion by Sam Nolte seconded by Troy A. Brady the Commission approved to limit Upshur County participation of the project and to authorize Terri Jo Bennett, Addressing and Mapping Coordinator, to provide GIS data.

Mike Cozad, Community Liaison, Atlantic Coast Pipeline representative, appeared before the Commission and provided an update concerning the Public Hearing taking place at Buckhannon-Upshur High School on December 18th from 6 to 8 p.m. and requested a “Letter of Support” for the project. The purpose of the hearing is for Dominion Energy Transmission, Inc., Atlantic Coast Pipeline to take comments on the draft permit that will cover the discharge of storm water during construction activities (as listed below under #2-Newsletters and/or Event Notifications-copy included). After discussion, on motion by Sam Nolte seconded by Troy A. Brady, the Commission approved the request to provide a Letter of Support.

Terry Cutright reviewed the following “For Your Information” items:

1. Correspondence from Jeff Amburgey, Chairman of the Property Valuation Training and Procedures Commission, advising that the Assessor’s Office is in compliance with all areas that were reviewed by the Property Valuation Training and Procedures Commission on November 29, 2017.

2. Newsletters and/or Event Notifications:
   - St. Joseph’s Hospital Healthy Living Program on December 11th and December 18th at noon in the library of St. Joseph’s Hospital
   - Notice of Public Hearing taking place at Buckhannon-Upshur High School on December 18th from 6 to 8 p.m. The purpose of the hearing is for Dominion Energy Transmission, Inc., Atlantic Coast Pipeline to take comments on the draft permit that will cover the discharge of storm water during construction activities

3. Agendas and/or Notice of Meetings:
   - Upshur County Family Resource Network--December 11, 2017
   - Buckhannon-Upshur Airport Authority--December 12, 2017
   - Upshur County Safe Structures and Sites Enforcement Board--December 14, 2017
   - Upshur County Fire Board, Inc.--December 19, 2017

4. Meeting Minutes:
   - Buckhannon-Upshur Parks and Recreation Advisory Board-May 8, 2017
UPSHUR COUNTY COMMISSION MEETING
December 14, 2017

- Upshur County Family Resource Network-August 14, 2017
- Upshur County Family Resource Network-September 11, 2017
- Elkins Road PSD-November 7, 2017
- Upshur County Family Resource Network-November 13, 2017
- Upshur County Solid Waste Authority-November 13, 2017

5. 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
- 12/11/17-4:30 p.m.-Upshur County Solid Waste Authority
- 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 & Visitor 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

6. 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):

- Martha E. Daniel—Final Settlement Waiver
- Audra G. Farrar—Final Settlement Waiver
- David A. Fox—Final Settlement
- Stanley Bruce Lonas—Final Settlement

The Commission approved the following “Request to Attend Meeting” (copies included):

- Brian Shreves—March 6, 2018

The Commission approved the following “Consolidation of Land Tracts” (copies included):

- Washington District-Map 7M Parcel 20.8 to blend with Map 7M Parcel 20.9 to make Map 7M Parcel 20.9-Owners, Jean and Nolan Smallridge

With no further business, on motion by Sam Nolte seconded by Terry Cutright, the Commission meeting adjourned at 11:45 a.m.