The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, May 18, 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, 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 May 11, 2017 as submitted.

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

After discussion, on motion by Sam Nolte, seconded by Troy A. Brady, the Commission approved the Sample Standard Disclosures, Agency Online Sales Terms and Conditions and Auction Payment and Pick-up Procedures to begin utilizing the Public Surplus website (copy included).

After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved and authorized the signing of the Memorandum of Understanding between the Upshur County Commission, the Office of Emergency Management and the Upshur County E911 Center regarding the activation and operation of the Emergency Operations Center (copy included).

After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved and authorized the President and the Upshur County Sheriff to sign the Prevention Resource Officer Agreement between the Upshur County Board of Education, the Upshur County Sheriff’s Office and the Upshur County Commission (copy included). This agreement is for fiscal year 2017-2018 to have a Deputy Sheriff serve as Prevention Resource Officer at the Buckhannon Upshur High School.

After discussion, on motion by Sam Nolte, seconded by Troy A. Brady, the Commission approved and authorized the President to sign the Resolution to authorize the application and contract for the WV Governor’s Community Participation Grant Program Funds for the purchase of new computers for the Upshur County Senior Center (copy included). Grant funding in the amount of $2,400 has been set aside by the WV Legislature for the project.

After discussion, on motion by Sam Nolte, seconded by Troy A. Brady, the Commission approved and authorized the President to sign the WV Governor’s Community Participation Grant Program Funds to be used for improvements to the Upshur County Senior Center parking lot (copy included). Grant funding in the amount of $10,000 has been set aside by the WV Legislature for the project.

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 Revised Sub-Grant Award for the sub-grant period January 1, 2013 through December 31, 2013. The reallocated funds in the amount of $4,551.54 brings the revised total award to $35,793.54 (copy included).

After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved and authorized the signing of correspondence nominating the Upshur County Administrator or the designated person acting in his or her capacity to serve on the Upshur County Youth Camp Nominating Committee as the Commission representative (copy included).
After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved the resignation of JC Raffety as Upshur County Commission representative on the Wes-Mon-Ty Resource and Development Council, effective immediately (copy included).

After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved the reappointment of Debra Hull as Upshur County Youth Camp Board member. Ms. Hull’s term will expire on May 31, 2023 (copy included).

After discussion, on motion by Sam Nolte, seconded by Troy A. Brady, the Commission approved the resignation of Tyler Perske and Nathaniel Barr effective May 15, 2017, and the employment of Lea Kryenchuk and Eli Paris as lifeguards at the Buckhannon Upshur Recreational Park pool facility pending submission of certifications at the rate of $8.75 per hour.

After discussion, on motion by Sam Nolte, seconded by Troy A. Brady, the Commission approved the 2017 Upshur County Pool Policy Manuel as submitted.

Terry Cutright reviewed the following “For Your Information” items (copies included):
1. Letter from Maureen Lewis, Administrative Law, WV Office of the Secretary of State, requesting the filing of a list of all Public Service Districts (PSD’s) and their current board members along with the board member’s term of office, by July 1, 2017.
2. Lewis-Upshur Animal Control Facility Cat Report for 2017
3. Lewis-Upshur Animal Control Facility Adoption Financial Transactions for April 2017
4. Lewis-Upshur Animal Control/Humane Officer Dog Report for April 2017
5. Newsletters and/or Event Notifications:
   • James W. Curry Public Library Summer Reading Program Flyer
   • James W. Curry Public Calendar of Events-June 2017
   • Upshur County Family Resource Network Newsletter-May 2017
6. Agendas and/or Notice of Meetings:
   • Buckhannon-Upshur Chamber of Commerce -May 15, 2017
   • Upshur County Public Library-May 16, 2017
   • City Council of Buckhannon-May 16, 2017
   • Upshur County Farmland Protection Board-May 18, 2017
   • Buckhannon-Upshur Airport Authority-May 22, 2017
   • Upshur County Fire Board, Inc. -May 23, 2017
   • Elkins Road PSD-June 5, 2017
7. Meeting Minutes:
   • Buckhannon Upshur Parks and Recreation Advisory Board-March 13, 2017
   • Upshur County Youth Camp Board-March 16, 2017
   • Buckhannon Upshur Chamber of Commerce-March 20, 2017
   • Elkins Road PSD-April 4, 2017
   • Upshur County Solid Waste Authority-April 10, 2017
   • CVB-April 13, 2017
   • Adrian PSD-April 13, 2017
   • Adrian PSD-April 20, 2017
8. Meetings:
   • 05/04/17-5:30 p.m.-Elkins Road PSD
   • 05/04/17-6:00 p.m.-Hodgesville PSD
   • 05/04/17-6:00 p.m.-Buckhannon Upshur Board of Health
UPSHUR COUNTY COMMISSION MEETING
May 18, 2017

- 05/04/17-7:00 p.m.-Banks District VFD
- 05/04/17-7:00 p.m.-Selbyville VFD
- 05/04/17-Central WV Development Assoc.-Randolph County Dev. Office
- 05/08/17-12:00 p.m.-Upshur County Family Resource Network
- 05/08/17-6:00 p.m.-Lewis-Upshur Community Corrections Board-Lewis County
- 05/08/17-4:30 p.m.-Upshur County Solid Waste Authority
- 05/08/17-5:30 p.m.-B-U Recreational Park Advisory Board
- 05/09/17-7:30 p.m.-Adrian VFD
- 05/10/17-7:00 p.m.-Buckhannon River Watershed Association-Bd. Of Directors
- 05/10/17-12:00 p.m.-Upshur County Senior Center Board
- 05/10/17-3:00 p.m.-Tennerton PSD
- 05/10/17-6:00 p.m.-Upshur County Citizens Corp-CERT
- 05/10/17-7:00 p.m.-Warren District VFD
- 05/10/17-7:00 p.m.-Ellamore VFD
- 05/10/17-1:00 p.m.- Adrian PSD
- 05/11/17-3:00 p.m.-Upshur County Conventions & Visitors Bureau–UCDA Office
- 05/11/17-4:00 p.m.-Upshur County Safe Sites & Structures Ordinance Enforcement Bd.
- 05/11/17-4:00 p.m.- Buckhannon Upshur Airport Authority
- 05/11/17-7:30 p.m.-Buckhannon VFD
- 05/15/17-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
- 05/16/17-5:00 p.m.-Upshur County EETAB
- 05/16/17-6:30 p.m.-Upshur County Fire Board
- 05/17/17-7:00 a.m.-Upshur County Development Authority
- 05/17/17-12:00 p.m.- Lewis-Upshur LEPC-Lewis location
- 05/18/17-4:00 p.m.-Upshur County Public Library Board
- 05/18/17-6:30 p.m.-Upshur County Farmland Protection Board-Farm Bureau Office
- 05/18/17-6:30 p.m.-Upshur County Youth Camp Board
- 05/21/17-6:00 p.m.-Washington District VFD
- 05/22/17-6:00 p.m.-Upshur County Fire Fighter’s Association
- 05/23/17-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development-Tucker County
- 05/25/17-10:00 a.m.-James W. Curry Advisory Board
- 06/05/17-5:30 p.m.-Elkins Road PSD
- 06/06/17-6:00 p.m.-Hodgesville PSD

9. Appointments Needed or Upcoming

Tabled Items

1. US Census Bureau Local Updated Census Address Project

Terri Jo Bennett, Addressing and Mapping Coordinator, appeared before the Commission and provided a review of a road name request. After discussion, on motion by Sam Nolte, seconded by Troy A. Brady, the Commission approved Yona Grove Way for the drive way located off of Route 20 South Road.

The Commission approved all invoices for payment (copies included)
The Commission approved all Vacation Orders.
The Commission approved the following “Settlements” (copies included):
- Wanna Mae Beer—Final Settlement Waiver
- Denise Helen Pulliam—Final Settlement Waiver
- Colvin Ralston—Final Settlement Waiver
- James H. Stump—Final Settlement Waiver
- Jimmie R. Woody—First Annual Settlement
- Leonard Zirkle—Final Settlement Waiver

The Commission approved the following “Request to Attend Meeting” (copies included):
- Carrie Wallace-June 6, 2017

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

The Commission recessed at 11:30 a.m.

The Commission reconvened at 2:30 p.m. at the Administrative Annex to meet with EBSO representative, Terri Moxley, and Thornburg Insurance representative, Joe Stanton by teleconference to review EBSO Health Insurance Plan Renewal for FY 2018. On motion by Sam Nolte, seconded by Troy A. Brady, the Commission entered executive session at 2:30 p.m. per WV Code 6-9A-4. Present were Terry Cutright, Sam Nolte, Carol Smith, Carrie Wallace, Tabatha Perry, Terri Moxley and Joe Stanton. The Commission returned to open session at 4:15 p.m. No decisions were made in executive session.

With no further business, on motion by Sam Nolte, seconded by Terry Cutright, the Commission meeting adjourned at 4:30 p.m.