The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, May 4, 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 minutes of the special/joint meeting of April 25, 2017 with Lewis County with the following corrections: (¶ 6) “Mr. Pritt and Mr. Webb both stated that their fees to represent the counties will be 25% (of the award). Mr. Webb would also charge a filing fee”. After discussion, on motion by Sam Nolte, seconded by Troy A. Brady, the Commission approved the regular meeting minutes of April 27, 2017 with typographical corrections and the following addition: (Page 1 ¶ 10) “After discussion, on motion by Sam Nolte, seconded by Troy A. Brady, the Commission approved the appointment of Brian Shreves to fill the unexpired vacant position as board member on Upshur County Safe Sites & Structures Ordinance Enforcement Bd. which will expire on June 30, 2018”.

Terry Cutright provided a review of Agenda Items to be covered in today’s meeting. Georgette Ward, Veteran’s Collaboration Committee and Daughters of the American Revolution representative, appeared before the Commission and announced an upcoming event “Community Honoring Our Veterans” to be held on May 27th at 2:00 p.m. at the Presbyterian Church on Locust Street.

After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved the advertising/posting for “Request for Proposals for the James W. Curry Park Timber Sale” (copy included). Sealed bids must be received no later than 4:00 p.m. on Wednesday June 7, 2017. Sealed bids will be opened, reviewed and read aloud at 10:00 a.m. on Thursday, June 8, 2017.

After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved the request from Linda Wolfe, Upshur County Relay for Life Chairperson, requesting use of the Courthouse Plaza on Tuesday, May 9th at 6:00 p.m. to celebrate Upshur County Relay for Life’s significant milestone of raising two million dollars (copy included).

After discussion, on motion by Sam Nolte, seconded by Troy A. Brady, the Commission approved and authorized the President to sign the Community Work Experience Program (CWEP) contract between the West Virginia Department of Health and Human Resources and the Upshur County Commission Addendum/Renewal effective July 1, 2017 through June 30, 2018 (copy included).

After discussion, on motion by Sam Nolte, seconded by Troy A. Brady, the Commission approved and authorized the President to sign the Joint Opportunities for Independence (JOIN) contract between the West Virginia Department of Health and Human Resources and the Upshur County Commission Addendum/Renewal effective July 1, 2017 through June 30, 2018 (copy included).

After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved the seasonal employment for Upshur County Youth Camp staff, effective May 22, 2017 as submitted (copy included).

After discussion, on motion by Sam Nolte, seconded by Troy A. Brady, the Commission approved the seasonal employment for the Buckhannon-Upshur Recreational Facility staff, effective May 14, 2017 as submitted (copy included).

Terry Cutright reviewed the following “For Your Information” items (copies included):
UPSHUR COUNTY COMMISSION MEETING
May 4, 2017

1. Correspondence from James S. Hollen, III, PE, City Engineer, informing the Commission of the City of Buckhannon’s Local Flood Protection Project, the requirements from the US Army Corps of Engineers in regard to the physical maintenance of the Project and the need to conduct a survey for freshwater mussels along the Buckhannon River within the Project area.

2. Newsletters and/or Event Notifications:
   - James W. Curry Public Library Calendar of Events-May 2017

3. Agendas and/or Notice of Meetings:
   - James W. Curry Public Library and Park -April 25, 2017
   - Elkins Road PSD-May 2, 2017
   - City Council of Buckhannon-May 3, 2017
   - Community Corrections-May 8, 2017

4. Meeting Minutes:
   - James W. Curry Public Library
   - Adrian PSD-March 30, 2017

5. Meetings:
   - 05/02/17-5:30 p.m.-Elkins Road PSD
   - 05/02/17-6:00 p.m.-Hodgesville PSD
   - 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
   - 05/04/17-6:00 p.m.-Buckhannon Upshur Board of Health
   - 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
   - 05/11/17-1:00 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
UPSHUR COUNTY COMMISSION MEETING
May 4, 2017

- 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

6. Appointments Needed or Upcoming

Tabled Items
1. US Census Bureau Local Updated Census Address Project
2. Correspondence from Jennifer K. Bennett, Buckhannon Swim Club Treasurer, requesting the use of the Buckhannon-Upshur Recreational Park pool for swim practice and swim meets on the listed days and times.
3. Bid award for Accessible Circuit Courtroom Seating—Tabatha Perry advised that bidders have met all requirements. Still waiting for a reply from Church Furniture Store regarding the charge or lack thereof for an initial site visit.

The Commission approved all invoices for payment (copies included)

The Commission approved all Vacation Orders.

The Commission approved the following “Settlements” (copies included):
- Ruby A. Carpenter—Final Settlement Waiver
- Veda Ireda Hall—Final Settlement Waiver
- Charles Andrew Livingston—Final Settlement Waiver

The Commission approved the following “Exonerations and/or Refunds” (copies included):
- Thomas D. Riley—#4058—$251.78
- Christopher Cutright—#4059—Corrective Ticket
- Christopher Cutright—#4060—Corrective Ticket

The Commission approved the following “Request to Attend Meeting” (copies included):
- Sierra Norman—June 7-27, 2017

At 9:30 a.m., on motion by Troy A. Brady, seconded by Sam Nolte, the Commission entered executive session per WV Code §6-9A-4 to review applications for the James W. Curry Scholarship. Present were Terry Cutright, Troy A. Brady, Sam Nolte, Carrie Wallace and Tabatha Perry. The Commission returned to open session at 9:47 a.m. No decisions were made in executive session.

Terry Cutright reviewed the process for the selection of the winning applicants for the James W. Curry Scholarship Award. Two Scholarships are awarded each year, one to a male and one to a female student, in the amount of $2000 over a two-year period, $1000 per year for each. The scholarships are provided through an endowment from the James W. Curry Library and Park Trust Fund. Applications have had all personal identifying information obscured to ensure anonymity of applicants before being seen by the Commissioners. Seven applications were received, 1 male applicant and 6 female applicants. Carrie Wallace advised that the male applicant was disqualified due to incomplete information. Applicant #2 and applicant #5 received 3 votes each and were the scholarship winners. After discussion, per general consent rule, the James W. Curry Scholarship will be awarded to applicant #2, Lauren Stewart and applicant #5, Taylor Powell.

The Commission reviewed agenda items for future meetings, received project updates and discussed administrative business items.
With no further business, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission meeting adjourned at 11:50 a.m.