UPSHUR COUNTY COMMISSION MEETING
June 29, 2017

The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, June 29, 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; Carrie Wallace, County Administrator; Tabatha Perry, Assistant County Administrator and Jacqueline Dinklocker, Secretary. Carol Smith, Upshur County Clerk was not present. 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 June 15 and June 22, 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 the following county financial institutions as depositories as required by WV Code §7-6-1: Freedom Bank, First Community Bank, JP Morgan-Chase Bank, Premier Bank, Progressive Bank, and Citizens Bank of WV.

After discussion on motion by Sam Nolte, seconded by Troy A. Brady, the Commission approved and accepted the “County Depository Bond of First Community Bank, Bluefield, Virginia to Upshur County Commission (Sheriff of Upshur County) effective July 1 2017, through June 30, 2018 (copy included) as presented, including but not limited to the period, the sum and the Bank’s option to secure by letter of credit the Commission accepts all of the terms in full and wishes to accept the Bond as presented.

After discussion on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved and authorized the President to sign the WVCoRP (West Virginia Counties Risk Pool) Self-Insurance Renewal Package for FY 18(copy included).

After discussion on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved and authorized the renewal of the Basic Ordering Agreement for Courthouse Network Support, Administration and Consulting with Global Science and Technology, effective July 1, 2017 at the rate of $1,198 per month (copy included).

After discussion on motion by Sam Nolte, seconded by Troy A. Brady, the Commission approved the following appointments to the Upshur County Development Authority as recommended by Robert Skinner, President: Rick Simon, Skip Gjolberg, Wanda Bailey, Connie Tenney, Dennis Xander and Kelly Davis. Terms will begin on July 1, 2017 and end on June 30, 2020 (copy included).

After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved the employment of Brandon C. Wolfe and Meagan M. Linger as full-time telecommunicators effective July 9, 2017 at the rate of $11 per hour as recommended by Doyle R. Cutright II, Emergency Communications Center Director (copy included).

After discussion, on motion by Sam Nolte, seconded by Troy A. Brady, the Commission approved the resignation of Darien Howell as Buckhannon Upshur Recreational Park lifeguard effective June 21, 2017 (copy included).

After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved the seasonal employment of Samantha Barlow as Buckhannon Upshur Recreational Park lifeguard at the rate of $9.05 per hour effective July 2, 2017 (copy included).
After discussion on motion by Sam Nolte, seconded by Troy A. Brady, the Commission approved a confidential request for leave to be granted under the Family and Medical Leave Act.

Terry Cutright reviewed the following “For Your Information” items (copies included):

1. Correspondence from Judge Gary Johnson, WV Court Security Board Chairperson announcing the award of a Court Security Fund Grant to the Upshur County Commission in the amount of $71,525 for enhancing the county’s court security.

2. Correspondence from Angela J. Brady, Upshur County Magistrate Clerk, announcing the resignation of Geneva Peggs, who was paid out of the Worthless Check Fund, effective June 14, 2017. After discussion, on motion by Sam Nolte, seconded by Terry Cutright, the resignation was approved.

3. Press Release-Capito Delivers Expanded Broadband to Barbour, Randolph and Upshur Counties. Commissioner Cutright noted the importance of the accomplishment to Upshur County residents and expressed congratulations and appreciation to all who worked on the project.

4. Upshur County Animal Control/Humane Office Dog Report-May 2017

5. Lewis-Upshur Animal Control Facility Cat Report-May 2017

6. Upshur County Mileage reports-May 2017
   - Upshur 911
   - Maintenance
   - Emergency Management
   - Sheriff
   - Addressing and Mapping
   - Community Corrections
   - Dog Pound

7. Newsletters and/or Event Notifications
   - James W. Curry Public Library Calendar of Events-July 2017
   - Restoring Hope Summer Food Wagon Newsletter for July Event
   - Showing of “Anonymous People” Announcement-July 11th at 7:00 p.m. at the Public Safety Complex

8. Agendas and/or Notice of Meetings:
   - Upshur County Fire Board, Inc.-June 20, 2017
   - Upshur County Convention and Visitors Bureau-June 22, 2017

9. Meeting Minutes:
   - B. R. W. A. Board of Directors-February 8, 2017
   - B. R. W. A. Board of Directors-March 8, 2017
   - B. R. W. A. Board and Public Meeting-April 12, 2017
   - Upshur County Safe Sites & Structures Ordinance Enforcement Bd.-April 13, 2017
   - Upshur County Conventions & Visitors Bureau-May 11, 2017
   - Adrian PSD-May 15, 2017
   - Buckhannon-Upshur Chamber of Commerce-May 15, 2017
   - Upshur County Fire Board Special Meeting-May 23, 2017
   - Elkins Road PSD-May 2, 2017
   - Adrian PSD Phase VII Improvement Project Bond Closing-May 24, 2017
   - Adrian PSD Phase VII Improvement Project Pre-Construction Conference-May 24, 2017
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10. Meetings:
   - 07/04/17-6:00 p.m.-Hodgesville PSD
   - 07/06/17-7:00 p.m.-Selbyville VFD
   - 07/10/17-12:00 p.m.-Upshur County Family Resource Network
   - 07/10/17-4:30 p.m.-Upshur County Solid Waste Authority
   - 07/10/17-5:30 p.m.-B-U Recreational Park Advisory Board
   - 07/10/17-6:00 p.m.-Lewis-Upshur Community Corrections Board-Upshur County
   - 07/11/17-5:30 p.m.-Elkins Road PSD
   - 07/11/17-7:00 p.m.-Banks District VFD
   - 07/11/17-7:30 p.m.-Adrian VFD
   - 07/12/17-7:00 p.m.-Buckhannon River Watershed Association-Bd. Of Directors
   - 07/12/17-12:00 p.m.-Upshur County Senior Center Board
   - 07/12/17-3:00 p.m.-Tennerton PSD
   - 07/12/17-7:00 p.m.-Warren District VFD
   - 07/12/17-7:00 p.m.-Ellamore VFD
   - 07/12/17-6:00 p.m.-Upshur County Citizens Corp - CERT
   - 07/13/17-1:00 p.m.- Adrian PSD
   - 07/13/17-3:00 p.m.-Upshur County Conventions & Visitors Bureau--UCDA Office
   - 07/13/17-4:00 p.m.-Upshur County Safe Sites & Structures Ordinance Enforcement Bd.
   - 07/13/17-4:00 p.m.- Buckhannon Upshur Airport Authority
   - 07/13/17-7:30 p.m.-Buckhannon VFD
   - 07/16/17-6:00 p.m.-Washington District VFD
   - 07/17/17-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
   - 07/18/17-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development
   - 07/18/17-5:00 p.m.-Upshur County EETAB
   - 07/18/17-6:30 p.m.-Upshur County Fire Board
   - 07/19/17-7:00 a.m.-Upshur County Development Authority
   - 07/19/17-12:00 p.m.- Lewis-Upshur LEPC-Lewis location
   - 07/20/17-4:00 p.m.-Upshur County Public Library Board
   - 07/20/17-6:30 p.m.-Upshur County Farmland Protection Board-Cancelled
   - 07/20/17-6:30 p.m.-Upshur County Youth Camp Board
   - 07/24/17-Region VI Local Elected Officials-Annual Meeting
   - 07/26/2017-10:00 a.m.-James W. Curry Library and Park Advisory Board
   - 07/31/17-6:30 p.m.-Upshur County Fire Fighters Association
   - 09/07/17-6:00 p.m.-Buckhannon Upshur Board of Health

11. Appointments Needed or Upcoming
   - Wes-Mon-Ty Resource Conservation & Development Council (2-year term)-Commission Representative
   - Upshur County Fire Board (Community Representative-2\textsuperscript{nd} District)-June 30, 2018
   - Upshur County Fire Board (Community Representative-3rd District)-June 30, 2018

Tabled Items
1. US Census Bureau Local Updated Census Address Project
Eric Robinson, Eric’s Towing and Recovery, appeared before the Commission to discuss Procedures to Dispatch Wrecker Services. Mr. Robinson reviewed events on the morning of June 24, 2017 when he accepted a call to dispatch wrecker services to a single vehicle accident. Mr. Robinson advised that after accepting the call but before his arrival to the scene, he was advised to “stand down” due to his ETA being “unacceptable” according to the officer on duty at the accident location. Sheriff David Coffman, and Upshur County E911 Communications Center Director, Doyle Cutright, appeared to clarify their positions concerning the incident. Sheriff Coffman advised that he was in support of the duty officer’s “discretion” of what is acceptable for an estimated arrival time and pointed out that even though Mr. Robinson’s ETA was overestimated, when he did arrive within a 17-minute period, he was requested to go ahead with clearing the scene and refused to do so. Sheriff Coffman said he believed that Mr. Robinson’s actions at the scene and his subsequent postings on social media were “unprofessional”. After discussion, Commissioners concluded that the Dispatch Procedures work as the Policy is written and advised that even though both sides have some merit, sometimes judgement gets “skewed” when emotions are involved and professionalism needs to be maintained. Commissioner Cutright suggested a meeting between Mr. Robinson and Sheriff Coffman.

The Commission approved all invoices for payment (copies included)
The Commission approved all Vacation Orders.
The Commission approved the following “Settlements” (copies included):
- Calvert Denzil Cutright—Final Settlement Waiver
- Lona Belle Demastes—Final Settlement Waiver
- Robert Darrell Demastes—Final Settlement Waiver
- Betty L. Gifford—Final Settlement Waiver
- Joe Nelson Shaw—Final Settlement Waiver

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 11:40 a.m.