The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, September 28, 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; Tabatha Perry, Assistant County Administrator; Jeanne Zickefoose, Administrative Assistant 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 September 21, 2017 as submitted.

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

After discussion, and review of the West Virginia Division of Homeland Security and Emergency Management Sub-Grant Award EMPG-16-49 in the amount of $44,827.00, on motion by Sam Nolte, seconded by Troy A. Brady, the Commission approved and authorized the President to sign the acceptance and agreement to comply with all special conditions and assurances included in the application (copy included).

After discussion, on motion by Sam Nolte, seconded by Troy A. Brady, the Commission approved the 2 year appointment of Rob Hinton to serve as the County Commission representative on the Wes-Mon-Ty Resource Conservation and Development Board of Directors effective immediately (copies included).

The Commission discussed the Property Use Agreement with the Upshur County Youth Soccer Association, Inc. Tabatha Perry advised that it was recommended to include the addition of language concerning adherence to floodplain requirements (ref. Jay Hollen/Terri Jo Bennett). After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved and authorized the signing of the Property Use Agreement between the Upshur County Commission and the Upshur County Youth Soccer Association, Inc. pending the addition of the floodplain requirement language (copy included).

After discussion, on motion by Sam Nolte, seconded by Troy A. Brady, the Commission approved and authorized the President to sign the Upshur County Fire Board, Incorporated letter of acknowledgement concerning the additional compensation to Tax Deputies, Lesa Lipscomb, Natalie Nicholsonson, Sharon Hosaflook and Laura Page in the amount of $2,467.92 (divided over 26 pay periods)(copy included). Terry Cutright advised that the compensation is not a (county) pay increase, but that it is an incentive provided by the Fire Board and subject to annual approval by the Fire Board.

Tabatha Perry opened and reviewed bids for the Duress Alarm System (55 new duress alarms). Two bids were received as follows: Micrologic in the amount of $32,000 and Brewer and Company in the amount of $23,685. Both bids met specification requirements. Ms. Perry advised that the alarms currently in use will be kept for back up purposes. After discussion, on motion by Sam Nolte, seconded by Troy A. Brady, the Commission approved to award the contract to the low bid of Brewer and Company in the amount of $23,685 (copy included).

After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved a request from Lori Ulderich-Harvey, Upshur County Family Resource Network Director, to use space in the Courthouse Annex for the month of November to display tobacco prevention information for the Great American Smokeout which will take place on November 16, 2017 (copy included).

After discussion, on motion by Sam Nolte, seconded by Troy A. Brady, the Commission approved and authorized the signing of correspondence to Frank Kelley, Upshur County Safe Structures and Sites
Ordinance Enforcement Board Case # 051117-01 concerning required action to bring the Washington Tax District property into ordinance compliance (copy included).

After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission and authorized the signing of correspondence to Todd Spencer Walter Gould, Upshur County Safe Structures and Sites Ordinance Enforcement Board Case # 041317-02 concerning required action to bring the Washington Tax District property into ordinance compliance (copy included).

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

1. Correspondence from April Perry, Executive Director of the Buckhannon Housing Authority denying the request of the Upshur County Addressing & Mapping Office to renumber the apartments and various buildings located within the Buckhannon Housing Authority Complex. A letter in support of changing this numbering system was sent by the Upshur County Commission dated August 17, 2017 along with the letters from various other representatives in which this affects, copies of which are attached.

2. Assessor’s Certificate of Compliance from Kent A. Leonhardt, Commissioner of Agriculture, regarding Dustin Zickefoose’s completion of the Farm Census of 2017, satisfactorily complying with the requirements of the Farm Statistics Law and being eligible to receive compensation from the County Court according to Chapter 7, article 7, Section 6C of the New Code of the New Code of West Virginia.

3. Upshur County Sheriff’s Financial Statement for Period Ending August 2017

4. Atlantic Coast Pipeline Project Updates Newsletter—September, 2017

5. Correspondence from Tanisha C. Travis, Senior Justice Programs Specialist, notifying Upshur County that they have been recommended for the Justice Assistance Grant (JAG) in the amount of $18,000.00 for FY 2017. The Governor will be awarding the Justice Assistance (JAG) Grant sometime in October.


7. Newsletters and/or Event Notifications:
   - James W. Curry Public Library Calendar of Events—October, 2017
   - Upshur County Employee and Dependent Flu Clinic—Thursday, October 5th, 1:30 p.m. to 4:00 p.m. in the Commission Meeting Room
   - Upshur County Youth Camp Enhancement Planning Workshop—October 18th, 11:00 a.m. to 3:00 p.m. at the Upshur County Youth Camp Facility
   - Business Boot Camp—October 25th, 11:30 a.m. to 3:00 p.m. at the 88 Restaurant and Lounge
   - Patient Art Show—November 10th, 10:00 a.m. to 6:00 p.m. at Highland-Clarksburg Hospital
   - Beyond Addiction: Help for Parents & Partners—Every Wednesday at 5:00 p.m. at Highland Clarksburg Hospital, Classroom A.

8. Agendas and/or Notice of Meetings:
   - Upshur County Farmland Protection Board—September 28, 2017

9. Meeting Minutes:
   - Upshur County Safe Structures & Sites Enforcement Board—August 10, 2017
UPSHUR COUNTY COMMISSION MEETING
September 28, 2017

- Upshur County Fire Board - August 15, 2017
- Lewis-Upshur LEPC, Upshur Location - August 16, 2017
- Wes-Mon-Ty RC & D Board of Directors - August 22, 2017

10. Meetings:
- 10/03/17-6:00 p.m.-Hodgesville PSD
- 10/05/17-6:00 p.m.-Buckhannon Upshur Board of Health
- 10/05/17-7:00 p.m.-Selbyville VFD
- 10/05/17-7:00 p.m.-Banks District VFD
- 10/09/17-12:00 p.m.-Upshur County Family Resource Network - cancelled
- 10/09/17-4:30 p.m.-Upshur County Solid Waste Authority
- 10/09/17-5:30 p.m.-B-U Recreational Park Advisory Board
- 10/09/17-6:00 p.m.-Lewis-Upshur Community Corrections Board - Upshur County
- 10/10/17-5:30 p.m.-Elkins Road PSD
- 10/10/17-7:30 p.m.-Adrian VFD
- 10/11/17-7:00 p.m.-Buckhannon River Watershed Association - Bd. Of Directors
- 10/11/17-12:00 p.m.-Upshur County Senior Center Board
- 10/11/17-3:00 p.m.-Tennerton PSD
- 10/11/17-7:00 p.m.-Warren District VFD
- 10/11/17-7:00 p.m.-Ellamore VFD
- 10/11/17-6:00 p.m.-Upshur County Citizens Corp - CERT
- 10/12/17-1:00 p.m.-Adrian PSD
- 10/12/17-3:00 p.m.-Upshur County Conventions & Visitors Bureau - UCDA Office
- 10/12/17-4:00 p.m.-Upshur County Safe Sites & Structures Ordinance Enforcement Bd.
- 10/12/17-4:00 p.m.-Buckhannon Upshur Airport Authority
- 10/12/17-7:30 p.m.-Buckhannon VFD
- 10/15/17-6:00 p.m.-Washington District VFD
- 10/16/17-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
- 10/17/17-4:00 p.m.-Upshur County Public Library Board
- 10/17/17-5:00 p.m.-Upshur County EETAB
- 10/17/17-6:30 p.m.-Upshur County Fire Board
- 10/18/17-7:00 a.m.-Upshur County Development Authority - Executive Board
- 10/18/17-12:00 p.m.-Lewis-Upshur LEPC-Upshur location
- 10/19/17-3:00 p.m.-Upshur County Farmland Protection Board
- 10/19/17-6:30 p.m.-Upshur County Youth Camp Board
- 10/23/17-10:00 a.m.-Mountain CAP of WV, Inc. a CDC
- 10/23/17-6:30 p.m.-Upshur County Fire Fighters Association
- 10/23/17-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development
- 10/23/17-11:00 a.m.-Region VI Local Elected Officials - Annual Meeting
- 10/25/2017-10:00 a.m.-James W. Curry Library and Park Advisory Board
11. Appointments Needed or Upcoming
   • Wes-Mon-Ty Resource Conservation & Development Council (2-year term)-Commission Representative
   • Upshur County Fire Board (Community Representative-3rd District)-June 30, 2017

Tabled Items
1. US Census Bureau Local Updated Census Address Project
   The Commission approved all invoices for payment (copies included)
   The Commission approved all Vacation Orders.
   The Commission approved the following “Settlements” (copies included):
   • Lucille Mary Blake—Final Settlement
   • Jean S. Claypool—Final Settlement Waiver
   • James Hayward Landis—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 12:15 p.m.