The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, September 7, 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 August 31, 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 and authorized the President to sign the West Virginia Division of Justice and Community Services – VOCA Supplementary Special Conditions relating to the nondiscrimination in programs involving students and corrective action recommendation (copy included).

After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved the signature of a “Resolution” authorizing Terry B. Cutright, President to enter into a five year loan agreement with Citizen’s Bank of West Virginia and sign any and all related loan documents and to receive and administer loan funds in the amount of $26,783 for the purchase of a 2017 Police Interceptor Sedan (copy included).

After discussion, on motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved the employment of Kayla Woody as full time E911 Telecommunicator effective September 11, 2017 at the rate of $11.00 per hour (copy included).

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

1. Correspondence from Jeffrey E. Fleck, Executive Director of the State of West Virginia Consolidated Public Retirement Board, providing a preliminary estimate of the employer contribution rate in order to assist with the budgeting process. The estimated employer contribution percentage will decrease from 11% to 10% effective July 1, 2018. Once the official contribution rate is determined, a letter will be sent to the Upshur County Commission.

2. Correspondence from Tabatha R. Perry, Assistant Administrator, to Thomas Moates regarding his property located in Warren Tax District, Tax Map 6C Parcel 4. During the regularly scheduled Commission Meeting conducted on August 31, 2017, the Commission moved to grant Mr. Moates a 60-day extension to bring the property into full compliance with the Safe Structures and Sites Ordinance.

3. Correspondence from Allan L. McVey, Insurance Commissioner with the WV Offices of the Insurance Commissioner, notifying the WV state and local governmental entities and non-profit organizations that flood insurance may be available through the National Flood Insurance Program (NFIP).
4. Correspondence from State Auditor, John B. McCuskey providing notice of the 2017 State Auditor’s Training Seminar for County and Municipal Boards and Authorities.

5. Correspondence from Chad A. Corley, Store Manager at Lowe’s of Buckhannon WV #1805, requesting community assistance for a Relief Supply Drive Lowes is leading to collect items for impacted employees and family members in Texas due to Hurricane Harvey.

6. Newsletters and/or Event Notifications
   • Buckhannon’s Inaugural Fall Fest on September 27-30, 2017 at Jawbone Park
   • Foster Care and Adoption Provider Panel Discussion on September 14, 2017 from 10:00 a.m.-11:00 a.m. hosted by the Regional Summit at the Phil Gainer Community Center

7. Agendas and/or Notice of Meetings:
   • Lewis-Upshur Community Corrections Board-Lewis County - September 11, 2017

8. Meeting Minutes:

9. Meetings:
   • 09/05/17-6:00 p.m.-Hodgesville PSD
   • 09/07/17-6:00 p.m.-Buckhannon Upshur Board of Health
   • 09/07/17-7:00 p.m.-Selbyville VFD
   • 09/07/17-7:00 p.m.-Banks District VFD
   • 09/11/17-12:00 p.m.-Upshur District Family Resource Network
   • 09/11/17-4:30 p.m.-Upshur County Solid Waste Authority
   • 09/11/17-5:30 p.m.-B-U Recreational Park Advisory Board
   • 09/11/17-6:00 p.m.-Lewis-Upshur Community Corrections Board-Lewis County
   • 09/12/17-5:30 p.m.-Elkins Road PSD
   • 09/12/17-7:30 p.m.-Adrian VFD
   • 09/13/17-7:00 p.m.-Buckhannon River Watershed Association-Bd. Of Directors
   • 09/13/17-12:00 p.m.-Upshur County Senior Center Board
   • 09/13/17-3:00 p.m.-Tennerton PSD
   • 09/13/17-7:00 p.m.-Warren District VFD
   • 09/13/17-7:00 p.m.-Ellamore VFD
   • 09/13/17-6:00 p.m.-Upshur County Citizens Corp - CERT
   • 09/14/17-1:00 p.m.-Adrian PSD
   • 09/14/17-3:00 p.m.-Upshur County Conventions & Visitors Bureau–UCDA Office
   • 09/14/17-4:00 p.m.-Upshur County Safe Sites & Structures Ordinance Enforcement Bd.
   • 09/14/17-4:00 p.m.- Buckhannon Upshur Airport Authority
   • 09/14/17-7:30 p.m.-Buckhannon VFD
   • 09/17/17-6:00 p.m.-Washington District VFD
   • 09/18/17-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
   • 09/19/17-4:00 p.m.-Upshur County Public Library Board
   • 09/19/17-5:00 p.m.-Upshur County EETAB
   • 09/19/17-6:30 p.m.-Upshur County Fire Board
   • 09/20/17-7:00 a.m.-Upshur County Development Authority-Full Board
   • 09/20/17-12:00 p.m.- Lewis-Upshur LEPC-Lewis location
   • 09/21/17-6:30 p.m.-Upshur County Youth Camp Board
   • 09/25/17-6:30 p.m.-Upshur County Fire Fighters Association
UPSHUR COUNTY COMMISSION MEETING
September 7, 2017

- 09/26/17-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development
- 09/27/2017-10:00 a.m.-James W. Curry Library and Park Advisory Board
- 10/23/17-Region VI Local Elected Officials-Annual Meeting
10. 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
  - Buckhannon-Upshur Recreational Park Advisory Board-June 30, 2018-Commission

Tabled Items
1. US Census Bureau Local Updated Census Address Project
2. Further Discuss Request to Attend Meetings submitted by Dustin Hollen, Animal Control Officer, during the August 31, 2017 Commission Meeting-Mr. Hollen has rescinded his request.

Ralph Oppenheim, Upshur County Public Library Director, appeared before the Commission and read the Proclamation which designates September as “Library Card Sign-Up Month” in Upshur County. Mr. Oppenheim reviewed the many services and programs that the library provides and encouraged Upshur County residents to “sign-up” for a library card to utilize those services. After discussion, on motion by Sam Nolte, seconded by Troy A. Brady, the Commission approved and authorized Commissioners to sign the Proclamation (copy included).

Rhett Dusenbury, representative for Congressman, Alex Mooney, appeared before the Commission to introduce himself and to offer the services of his office. Mr. Dusenbury advised that grant money is still available for Counties to take advantage of and offered his endorsement.

The Commission approved all invoices for payment (copies included)
The Commission approved all Vacation Orders.
The Commission approved the following “Settlements” (copies included):
  - Billy Ray Humphrey, Infant—Third Annual Settlement
  - Nicole Renee Humphrey, Infant—Third Annual Settlement
  - Clifford David Loudin Sr.—Final Settlement

The Commission approved the following “Consolidation of Land Tracts” (copies included):
  - Meade District-Map 5P Parcel 5 blended with Map 5P Parcel 5.3, Map 5P Parcel 3, and Map 5P Parcel 4, to make Map 5P Parcel 3 - Owners, Ronald E. and Shirley J. Woody

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 11:50 a.m.