The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, May 07, 2015, at 9:00 a.m. JC Raffety called the meeting to order. There were present JC Raffety, Commissioner; Terry Cutright, Commissioner; Carrie L. Wallace, County Administrator; Tabatha R. Perry, Assistant 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 reading of the minutes, on motion by Terry Cutright, seconded by JC Raffety, the Commission approved the regular meeting minutes of April 30, 2015, as submitted.

After discussion, on motion by Terry Cutright, seconded by JC Raffety, the Commission approved the advertisement/job posting for the position of part-time Deputy Director of Emergency Management at the rate of $11.00 per hour (copy included). Applications will be accepted until the position is filled.

After discussion, on motion by Terry Cutright, seconded by JC Raffety, the Commission approved the advertisement for the “Request for Bids” for a Telecommunications System. A mandatory pre-bid conference will be conducted on May 13, 2015 at 2:00 p.m. (copy included). All sealed bids must be received no later than 9:00 a.m. on May 28, 2015. Carrie Wallace advised that the current phone system is now at maximum capacity. With the addition of new employees, the system requires expansion and updating.

After discussion, on motion by Terry Cutright, seconded by JC Raffety, the Commission approved the employment of Matthew D. Hull as part time seasonal grounds keeping staff at the rate of $8.00 per hour as recommended by Greg Harris, Director of Facilities Operations (copy included). Mr. Hull will work approximately 19.5 hours per week effective May 10, 2015.

After discussion, on motion by Terry Cutright, seconded by JC Raffety, the Commission approved the employment of part time seasonal Buckhannon-Upshur Recreational Park staff members with pay rates as follows: (lifeguard/swim lessons) Mackenzie T. Bosley-$8.00/hr., Mikenze W. Poling-$8.40/hr., Daniel S. Bellamy-$8.00/hr., Matthew M. Bellamy-$8.40/hr., Patricia A. Loughney-$8.00/hr., Shannon M. Smith-$8.40/hr., Logan A. Warner-$8.75/hr.; Jordan M. Thomas-$8.10/hr. (lifeguard/swim lessons/admissions) Steven D. Wilson-$8.40/hr., (lifeguards) Madeline R. Nanners-$8.00/hr.; Andrew W. Rapking-$8.00/hr., Noah S. Lotter-$8.10/hr., Adele Conde-$8.00/hr., Erin E. Beer-$8.10/hr., Ethan R. Beer-$8.10/hr., John Allen-$8.70/hr., Kaitlynn Critchfield-$8.00/hr., and (admissions) Katelyn D. Tenney-$8.00/hr. and Kylie A. Cosner, $8.00/hr. Effective date of employment for all is May 22, 2015 (copy included).

JC Raffety reviewed correspondence from Upshur County resident Mabel V. Casto, concerning culvert and road bank issues on Route 20 South which she considers to be a dangerous road hazard (copy included). Mr. Raffety advised that, although the Upshur County Commission does not have authority to deal with the road issues, they will request action from the Department of Highways and requested Carrie Wallace or Tabatha Perry to follow up with the DOH. Mr. Raffety commended Ms. Casto for expressing her concerns.

Mr. Raffety reviewed correspondence from Michael Livesay concerning his resignation from the Buckhannon-Upshur Parks and Recreation Advisory Board (copy included). After discussion, on motion by Terry Cutright, seconded by JC Raffety, the Commission approved the resignation.

Mr. Raffety reviewed correspondence from WV Strawberry Festival President and Executive Director, Charliena Eubank, requesting a donation of $2,000 for the 2015 Strawberry Festival and use of the Courthouse Plaza on Saturday, May 9, from 11:30 a.m. to 1:00 p.m. for Opening Ceremonies and on Tuesday, May 12 at 5:00 p.m. through the conclusion of the festival on Sunday, May 17 (copy included). After discussion, on motion by Terry Cutright, seconded by JC Raffety, the Commission approved a donation to the 2015 Strawberry Festival in the amount of $4,500 as was authorized during the 2014 budget sessions for fiscal year 2015 and per the general consent rule, authorized the courtyard usage. Mr. Raffety advised that the 2016 fiscal year budget includes a $2,000 donation for the 2016 Strawberry Festival.

After discussion, on motion by Terry Cutright, seconded by JC Raffety, the Commission approved a request from Jennifer Bennett, Splashes’ Swim Club President, for use of the Buckhannon Upshur Recreational Park Pool for the 2015 season for swim practice from 9:30 a.m. to 11:45 a.m., Monday through Friday. The $300 fee has been waived as requested (copy included).

Carrie Wallace reviewed correspondence from Toni Pilato, West Virginia Development Office concerning Community Participation Grant #15LEA0153 in the amount of $20,000 for the benefit to the Upshur County Youth Camp (copy included). After discussion, on motion by Terry Cutright, seconded by JC Raffety, the Commission approved and authorized the President to sign the grant contract and related documents. JC Raffety acknowledged the efforts of Senator Clark Barnes in obtaining the grant which will be used for renovations.
UPSHUR COUNTY COMMISSION MEETING
May 07, 2015

After discussion, on motion by Terry Cutright, seconded by JC Raffety, the Commission approved and authorized the President to sign correspondence to the WV Bureau for Behavioral Health and Health Facilities in support of a grant application on behalf of the Opportunity House, Inc. (copy included).

JC Raffety reviewed the following “For Your Information” items (copies included):
1. Invitation to a dinner to honor mentor teachers of B-U High School and B-U Middle School. The dinner will be held at the WV Wesleyan Social Hall on May 12, 2015 at 4:30 p.m.
2. James W. Curry Calendar of Events—May 2015
4. Upshur County Family Resource Network Director’s Report—April 2015
5. Agendas and/or Notice of Meetings:
   • Elkins Road Public Service District—May 5, 2015
   • Buckhannon City Council—May 7, 2015
   • Upshur Family Resource Network—May 11, 2015
   • Community Corrections—May 11, 2015
6. Meeting Minutes:
   • Upshur Family Resource Network—April 13, 2015
7. Meetings:
   • 05/07/15-7:00 p.m.-Banks District VFD
   • 05/07/15-7:00 p.m.-Selbyville VFD
   • 05/05/15-6:00 p.m.-Hodgesville PSD
   • 05/05/15-5:30 p.m.-Elkins Road PSD
   • 05/13/15-12:00 p.m.-Upshur County Senior Center Board
   • 05/13/15-1:30 p.m.-UC Conventions & Visitors Bureau-UCDA Office
   • 05/13/15-6:00 p.m.-Upshur County Citizens Corp-CERT
   • 05/13/15-7:00 p.m.-Warren District VFD
   • 05/14/15-1:00 p.m.-Adrian PSD
   • 05/14/15-3:00 p.m.-Tennent PSD
   • 05/14/15-4:30 p.m.-UC Safe Sites & Structures Ordinance Board--CANCELLED
   • 05/14/15-7:30 p.m.-Buckhannon VFD
   • 05/12/15-4:00 p.m.-B-U Airport Authority—meeting held at Airport
   • 05/11/15-12:00 p.m.-Upshur County Family Resource Network
   • 05/11/15-4:30 p.m.-Upshur County Solid Waste Authority
   • 05/11/15-6:00 p.m.-B-U Recreational Park Advisory Board
   • 05/11/15-6:00 p.m.-Lewis-Upshur Community Corrections Board
   • 05/06/15-6:00 p.m.-Buckhannon River Watershed Association
   • 05/19/15-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development
   • 05/12/15-7:00 p.m.-Adrian VFD
   • 05/13/15-7:00 p.m.-Ellamore VFD
   • 05/20/15-12:00 p.m.-Lewis Upshur LEPC—Upshur location
   • 05/21/15-6:30 p.m.-Upshur County Youth Camp Board
   • 05/19/15-6:30 p.m.-Upshur County Fire Board
   • 05/06/15-7:00 a.m.-UC Development Authority—Exec. Board
   • 05/17/15-6:00 p.m.-Washington District VFD
   • 05/18/15-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
   • 05/19/15-5:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
   • 05/19/15-4:00 p.m. -U C Public Library Board
   • 05/20/15-7:00 a.m.-U C Development Authority—Full Board
   • 05/28/15-4:00 p.m.-Upshur County Farmland Protection Board
   • 05/27/15-10:00 a.m.-James W. Curry Advisory Board
   • TBA-6:00 p.m.-Upshur County Fire Fighters Association
8. Appointments Needed or Upcoming:
   • UC Safe Structures and Sites Board (Vacant Position—6-30-14)—Community
   • UC Enhanced Emergency Telephone Board (Vacant Position—6-30-13)—Community
   • Upshur County Civil Service Board (Vacant Position—12-31-13)—Commission

The Commission approved all invoices for payment (copies included)

The Commission approved all Vacation Orders.
The Commission approved the following Settlements:
- Richard Eugene Boring—Final Settlement
- Betty J. Davidson—Final Settlement
- Vivian Ruth Gower—Final Settlement
- Ancel Cleve Humphrey—Final Settlement
- Lucille Hyre—Final Settlement
- Randall Lloyd Jarrett—Final Settlement
- Richard Jack Simons—Final Settlement
- Barbara Joan Moore—First Annual Settlement
- Stanley Mullins, Inc.—27th Annual Settlement
The Commission approved the following “Exonerations and/or Refunds”: (copies included)
- Roy W. Mackey—#3585--$33.62
- April Golden—#3586--Correction
- Evelyn G. Greathouse—#3587--$85.28
The Commission approved the following “Request to Attend Meeting”: (copies included)
- Terri Jo Bennett—June 3, 2015
- Terri Jo Bennett—June 30, 2015
- Natasha Perry—June 30, 2015
Terri Jo Bennett, Addressing and Mapping Coordinator, appeared before the Commission and reviewed a road name request from county resident, Verr Hinkle (copy included). After discussion, the Commission took no action to approve the request as it does not meet the guidelines per the Upshur County E911 Addressing and Mapping Ordinance.

The Commission recessed at 11:37 a.m.

The Commission reconvened at 1:30 p.m. at the Office of Emergency Management. Representatives of the Federal Emergency Management Agency representatives conducted a site visit of the facility.

With no further business, on motion by Terry Cutright, seconded by JC Raffety, the Commission adjourned at 3:15 p.m.