The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, May 28, 2015, at 9:00 a.m. JC Raffety called the meeting to order. There were present JC Raffety, Commissioner; Terry Cutright, Commissioner; Troy A. Brady, Commissioner: Carrie L. Wallace, County Administrator; and Tabatha R. Perry, Assistant Administrator. The meeting began with a moment of silent meditation and prayer followed by the Pledge of Allegiance. All motions passed unanimously, unless otherwise stated.

The regular meeting minutes of May 21, 2015 of the Upshur County Commission were unavailable and will be placed on a future agenda for approval.

After discussion, on motion by Terry Cutright, seconded by Troy A. Brady, the Commission approved the 2015 Emergency Operations Plan. Mr. Raffety advised that this is the most current plan the County has. Mr. Raffety also advised that the Commission and/or Carrie Wallace will follow up with the City of Buckhannon to see if they would like to use this plan (copy on file in the Office of the Upshur County Commission).

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved the Micrologic Hold-Up/Panic System Quote in the amount of $10,200. The original quote which Micrologic, Inc. representative, Emiel Butcher presented at the May 21 Commission meeting was in the amount of $9,207.35. Mr. Raffety advised that the new quote was for an upgraded system which is expandable to 80 alarms.

After discussion, on motion by Terry Cutright, seconded by Troy A. Brady, the Commission approved the employment of Buckhannon-Upshur Recreational Park staff members at the rate of $8.00 per hour as follows: Madeline S. Gay, Admissions; Shawn L. Workman, Lifeguard; and Tia Bennett, Admissions. Effective date of employment for all is May 28, 2015. JC Raffety advised that returning employees receive a pay rate increase of thirty cents per hour, and those employees not making current minimum wage during the 2014 season have been increased to $8.00 per hour for the 2015 season (copy included).

After discussion, on motion by Terry Cutright, seconded by Troy A. Brady, the Commission approved the Micrologic Hold-Up/Panic System Quote in the amount of $10,200. The original quote which Micrologic, Inc. representative, Emiel Butcher presented at the May 21 Commission meeting was in the amount of $9,207.35. Mr. Raffety advised that the new quote was for an upgraded system which is expandable to 80 alarms.

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved the resignation of Sandra Leggett as Deputy Clerk effective May 18, 2015 (copy included).

Agenda item number six was removed and will be placed on a future agenda for approval.

After discussion, on motion by Terry Cutright, seconded by Troy A. Brady, the Commission approved the employment of Heather Parke, as full-time Fire Fee Clerk, effective June 8, 2015 at the rate of $15.00 per hour (copy included).

Carrie Wallace provided a review of a proposed budget revision and read the “Resolution” which is to be sent to the Office of the State Auditor for approval. After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved the revision of the General County Fund and authorized the President to sign the “Request for Revision to Approved Budget” (copy included)

Payne Warner, Field Representative, U.S. House of Representatives, appeared before the Commission and introduced himself. Mr. Warner advised that he is responsible for eight counties and that he will visit each district that needs assistance. He recognizes that constituents are doing great things and applauds them for such.

Carrie Wallace opened and reviewed bids for the Telecommunications System. Submitted bids are as follows (copies included):

Tate Communications, LLC
- (a) 1 year warranty-digital phones---$33,208.19
- (b) 5 year warranty-digital phones---$38,576.48
- (c) 1 year warranty-IP phones---$40,707.99
- (d) 5 year warranty-IP phones---$48,721.92

Frontier Communications
- (a) 1 year warranty-digital phones---$40,988.35
- (b) 2-3 year post-warranty-digital phones---$43,690.35

Frontier Communications
- (a) 1 year warranty-VoIP phones---$51,565.31
- (b) 2-3 year post-warranty-VoIP phones---$54,267.31

Bill Burns, President of Tate Communications, LLC, and Jeff Cramer, Telephone and Networking Equipment Support for Frontier Communications, appeared before the Commission and provided a review of service and plan options for a Telecommunications System and answered questions concerning the submitted bids. Mr. Burns recommended digital telephones
for the county. The Tate bids include service plan, set-up, training, and software support. The Frontier bids include labor and equipment.

At 11:05 a.m., on motion by Terry Cutright, seconded by Troy A. Brady, the Commission entered executive session per WV Code 6-9A-4, to discuss the three bids for the Telecommunications System. Present were JC Raffety, Troy A. Brady, Terry Cutright, Carrie Wallace and Tabatha Perry. The Commission returned to open session at 11:15 a.m. No decisions were made in executive session.

After discussion, on motion by Terry Cutright, seconded by Troy A. Brady, the Commission approved the low bid for the Tele Communications System with 5 year warranty which was submitted by Tate Communications in the amount of $38,576.48.

JC Raffety reviewed the following “For Your Information” items (copies included):
1. Correspondence from Lumos Networks regarding a rate increase of $3.00 per line effective July 1, 2015. Mr. Raffety advised that the County is looking into other providers since this rate increase will be approximately $3,600 per year.
3. Agendas and/or Notice of Meetings: None
4. Meeting Minutes:
   • Lewis/Upshur LEPC—April 15, 2015
5. Meetings
   • 06/04/15 7-00 p.m.-Banks District VFD
   • 06/04/15 7-00 p.m.-Selbyville VFD
   • 06/02/15 6-00 p.m.-Hodgesville PSD
   • 06/02/15 5-30 p.m.-Elkins Road PSD
   • 06/10/15 12-00 p.m.-Upshur County Senior Center Board
   • 06/10/15 1:30 p.m.-UC Conventions & Visitors Bureau-UCDA Office
   • 06/10/15 6-00 p.m.-Upshur County Citizens Corp-CERT
   • 06/10/15 7-00 p.m.-Warren District VFD
   • 06/11/15 1-00 p.m.-Adrian PSD
   • 06/11/15 3-00 p.m.-Tennerton PSD
   • 06/11/15 4-30 p.m.-UC Safe Sites & Structures Ordinance Board
   • 06/11/15 7-30 p.m.-Buckhannon VFD
   • 06/11/15 4-00 p.m.-B-U Airport Authority—meeting held at Airport
   • 06/08/15 12-00 p.m.-Upshur County Family Resource Network
   • 06/08/15 4-30 p.m.-Upshur County Solid Waste Authority
   • 06/08/15 6-00 p.m.-B-U Recreational Park Advisory Board
   • 06/25/15 6-00 p.m.-B-U Recreational Park Advisory Board
   • 06/08/15 6-00 p.m.-Lewis-Upshur Community Corrections Board
   • 06/03/15 6-00 p.m.-Buckhannon River Watershed Association
   • 06/16/15 10-00 a.m.—Wes-Mon-Ty Resource Conservation & Development
   • 06/09/15 7-00 p.m.-Adrian VFD
   • 06/17/15 7-00 p.m.-Ellamore VFD
   • 06/17/15 12:00 p.m.-Lewis Upshur LEPC—Upshur location
   • 06/18/15 6-30 p.m.-Upshur County Youth Camp Board
   • 06/16/15 6-30 p.m.-Upshur County Fire Board
   • 06/03/15 7-00 a.m.-UC Development Authority—Exec. Board
   • 06/21/15 6-00 p.m.-Washington District VFD
   • 06/15/15 12-00 p.m.-Buckhannon-Upshur Chamber of Commerce
   • 06/16/15 5-00 p.m.-UC Enhanced Emergency Telephone Advisory Board
   • 06/23/15 4-00 p.m.- U C Public Library Board
   • 06/17/15 7-00 a.m.-U C Development Authority—Full Board
   • 06/25/15 4-00 p.m.-Upshur County Farmland Protection Board
   • 06/22/15 10:00 a.m.- Mountain CAP of West Virginia, CDC
   • 06/24/15 10:00 a.m.-James W. Curry Advisory Board
   • TBA-6:00 p.m.-Upshur County Fire Fighters Association
   • 07/29/15 12:00 p.m.-Upshur County Development Authority Annual Meeting—Event Center Brushy Fork
6. 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
• Buckhannon-Upshur Recreational Park Advisory Board (Vacant Position-06-30-16)—Commission
• Buckhannon-Upshur Board of Health (Vacant Position-6-30-15)—Commission

The Commission approved all invoices for payment (copies included)
The Commission approved all Vacation Orders.
The Commission approved the following Settlements:
• Debra Sue Elmore---Final
• Marvin L. Hutchins-Final
• Don Phillips-Final
• Charles Raymond Shaffer-Final
• Gwendolyn Grace Wratchoerd-Final

The Commission approved the following “Exonerations and/or Refunds”: (copies included)
• Marketta J. Smallwood—#3591—Corrected Ticket
• Marketta J. Smallwood—#3592—Corrected Ticket

The Commission approved the following “Request to Attend Meeting”: (copies included)
• James Farrel—June 7 through 10, 2015
• James Farrell—June 30, 2015
• James Farrell—July 28 and 29, 2015

With no further business, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission adjourned at 12:45 p.m.