The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, June 25, 2015, at 9:00 a.m. JC Raffety called the meeting to order. There were present JC Raffety, Commissioner; Troy A. Brady, Commissioner; Terry Cutright, Commissioner; Carrie L. Wallace, County Administrator; Tabatha R. Perry, Assistant County Administrator and Toni C. Newman, 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 Troy A. Brady, the Commission approved the regular meeting minutes of June 18, 2015, with the following corrections: (page 1, ¶ 9) “…After discussion, on motion by Terry Cutright, seconded by Troy A. Brady, the Commission approved to not pay the “prevailing wage” to workers on construction projects costing $500,000 or less as was approved by the State Legislature. Commissioners stated that due to economic circumstances, they feel they are responsible to county residents to pay no more than is necessary for work performed…” and (page 3 ¶5) “…After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission denied the request made by Jim Farry.”

After discussion, on motion by Terry Cutright, seconded by Troy A. Brady, 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 First Central Bank.

The Commission reviewed correspondence from Carol Jordan, Underwriting Manager of WVCoRP, enclosing the Self-Insurance Renewal Package. Carrie Wallace provided an overview, explaining there was less than one percent increase. After discussion, on motion by Terry Cutright, seconded by Troy A. Brady, the Commission approved and authorized the President to sign the West Virginia Association of Counties Group Self Insurance Risk Pool “Coversheet to Member Agreement” (copy included).

After discussion, on motion by Terry Cutright, seconded by Troy A. Brady, the Commission approved the termination of Deputy Sean Kundrat, effective June 23, 2015, as recommended by David H. Coffman, Upshur County Sheriff.

After discussion, on motion by Terry Cutright, seconded by Troy A. Brady, the Commission approved the appointment of James Farry to fill the Upshur County Enhanced Emergency Telephone Advisory Board (EETAB) vacancy for a three year term, effective immediately, as requested by Corporal Rodney Rolenson, EETAB Chairman (copy included).

After discussion, on motion by Terry Cutright, seconded by Troy A. Brady, the Commission approved the appointment of Kathy McMurray, Sam Nolte, Emiel Butcher, Carl Martin, Renny Hull and Daya Wright to fill positions on the Upshur County Development Authority Board as requested by Sam Nolte, Upshur County Development Authority President (copy included). Terms will begin July 1, 2015 and end June 30, 2018. Dave Thomas was approved to fill the unexpired term of Tom Shaw which ends on June 30, 2016.

JC Raffety reviewed the following “For Your Information” items (copies included):
1. Correspondence from Russell Rollyson, Senior Deputy State Auditor, County Collections Division, enclosing a list of properties that will be offered for sale on July 29, 2015.
2. Correspondence from Tabatha R. Perry, Assistant County Administrator, to Donna Matthews, regarding her interest in the Upshur County Civil Service Board vacancy
3. Upshur County Tobacco Prevention Coalition--“Smoking Blamed for Half the Deaths from Major Cancers in People over 35” article.
4. Correspondence from Robert C. Orndorff, Senior Policy Advisor, State and Local Affairs of Dominion, providing a safety update
5. Energy Corporation of America—Important Safety Information Brochure
6. Agendas and/or Notice of Meetings: None
7. Meeting Minutes:  
   • Adrian PSD--May 14, 2015
8. Meetings:  
   • 07/02/15-7:00 p.m.-Banks District VFD  
   • 07/02/15-7:00 p.m.-Selbyville VFD  
   • 07/07/15-6:00 p.m.-Hodgesville PSD  
   • 07/07/15-5:30 p.m.-Elkins Road PSD--Cancelled  
   • 07/14/15-5:30 p.m.-Elkins Road PSD—meeting held at Route 151 East Office  
   • 07/08/15-12:00 p.m.-Upshur County Senior Center Board  
   • 07/15/15-1:30 p.m.-Upshur County Conventions & Visitors Bureau--UCDA Office  
   • 07/08/15-6:00 p.m.-Upshur County Citizens Corp-CERT  
   • 07/08/15-7:00 p.m.-Warren District VFD  
   • 07/09/15-1:00 p.m.-Adrian PSD
UPSHUR COUNTY COMMISSION MEETING
June 25, 2015

- 07/09/15-3:00 p.m.-Tennerton PSD
- 07/09/15-4:30 p.m.-Upshur County Safe Sites & Structures Ordinance Board
- 07/09/15-7:30 p.m.-Buckhannon VFD
- 07/09/15-4:00 p.m.-B-U Airport Authority—meeting held at Airport
- 07/13/15-12:00 p.m.-Upshur County Family Resource Network
- 07/13/15-4:30 p.m.-Upshur County Solid Waste Authority
- 07/13/15-6:00 p.m.-B-U Recreational Park Advisory Board
- 07/13/15-6:00 p.m.-Lewis-Upshur Community Corrections Board
- 07/01/15-6:00 p.m.-Buckhannon River Watershed Association
- 07/21/15-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development
- 07/14/15-7:00 p.m.-Adrian VFD
- 07/15/15-7:00 p.m.-Ellamore VFD
- 07/15/15-12:00 p.m.-Lewis Upshur LEPC—Lewis location
- 07/16/15-6:30 p.m.-Upshur County Youth Camp Board
- 07/07/15-6:30 p.m.-Upshur County Fire Board—Special Meeting
- 07/21/15-6:30 p.m.-Upshur County Fire Board—Cancelled
- 07/15/15-7:00 a.m.-Upshur County Development Authority—Exec. Board
- 07/19/15-6:00 p.m.—Washington District VFD
- 07/20/15-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
- 07/21/15-5:00 p.m.-Upshur County EETAB
- 07/21/15-4:00 p.m.—Upshur County Public Library Board
- 07/23/15-4:00 p.m.-Upshur County Farmland Protection Board
- 07/22/15-10:00 a.m.-James W. Curry Advisory Board
- TBA-6:00 p.m.- Upshur County Fire Fighters Association
- 08/05/15-12:00 p.m.-Upshur County Development Authority Annual Meeting-Event Center Brushy Fork

9. Appointments Needed or Upcoming:
- Upshur County Safe Structures and Sites Board (Vacant Position-6-30-14)-Community
- Upshur County Enhanced Emergency Telephone Advisory Board (Vacant Position-6-30-13)-Community
- Upshur County Civil Service Board (Vacant Position-12-31-13)-Commission
- B-U Recreational Park Advisory Board (Vacant Position-06-30-16)-Commission
- B-U Board of Health (Vacant Position-6-30-15)-Commission
- Upshur County Fire Board (Vacant Position-6-30-15)-Fire Association Representative
- Upshur County Fire Board (Vacant Position-6-30-15)-Community
- Upshur County Youth Camp Board (5-31-15-Thanna Wentz)
- Upshur County Youth Camp Board (5-31-15-Craig Presar)
- Upshur County Solid Waste Authority (6-30-15 Jacqueline McDaniels)-Public Service Commission
- Upshur County Public Service Districts (7-31-15-Elmer Tenney)-Tennerton PSD
- B-U Recreational Park Advisory Board (6-30-15-Callie Sams)-City
- B-U Recreational Park Advisory Board (6-30-15-Tappan Squires)-City
- B-U Recreational Park Advisory Board (6-30-15-Carl “Robbie” Martin)-Board of Education
- B-U Recreational Park Advisory Board (6-30-15-Christine Bennett)-Commission
- Upshur County Library Board (6-30-15-Mary Ann Crites)-Board of Education
- B-U Airport Authority (6-30-15-Richard Clemens)-City of Buckhannon
- Upshur County Convention and Visitor’s Bureau-Commission
- Upshur County Convention and Visitor’s Bureau-Chamber of Commerce

The Commission approved all invoices for payment (copies included)
The Commission approved all Vacation Orders.

Dr. Susan Aloi, LeeAnn Brown, CJ Rylands, and Amanda Hayes, What’s Next, Upshur County? representatives, appeared before the Commission and presented the findings of the Steering Committee. The committee identified four common themes for making Upshur County the best place to live and work: Communication, Collaboration, Recreation, and Expectation.

Terri Jo Bennett, Upshur County Building Permit Officer, appeared before the Commission to discuss the Memorandum of Understanding (MOU) between Upshur County and the Buckhannon Volunteer Fire Department. After discussion, on motion by Terry Cutright, seconded by Troy A. Brady, the Commission approved and authorized the President to sign the MOU (copy included).
Chief Deputy Mike Kelley appeared before the Commission to discuss a request for retirement service credit. On motion by Terry Cutright, seconded by Troy A. Brady, the Commission entered executive session at 10:30 a.m. Present were JC Raffety, Troy A. Brady, Terry Cutright, Carrie Wallace, Tabatha Perry and Mike Kelley. The Commission returned to open session at 10:35 a.m. No decisions were made in executive session.

After discussion on motion by Terry Cutright, seconded by Troy A. Brady, the Commission approved Officer Kelley’s request to “grandfather” Mike Kelley and Darla Riffle into the current sick leave policy which was adopted in May of 2014. Mr. Kelley’s accumulated 120 days of sick leave and Ms. Riffle’s 13.5 days of sick leave lost when they willfully severed employment from the County for longer than six months will be reinstated for use towards their retirement credit. No other current employees were affected by this policy and thus no lost sick time will be granted moving forward. Commissioners expressed gratitude to Officer Kelley for his service.

With no further business, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission adjourned at 10:45 a.m.