The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, July 30, 2015, at 9:00 a.m. Commissioner Terry Cutright called the meeting to order. Present were Troy A. Brady, Commissioner; Terry Cutright, Commissioner; Carrie Wallace, County Administrator; Tabatha R. Perry, Assistant County 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 Troy A. Brady, seconded by Terry Cutright, the Commission approved the regular meeting minutes of July 23, 2015, as submitted.

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved the reappointment of Lewis Simmons to the James W. Curry Library and Park Advisory Board. Mr. Simmons term will expire on December 31, 2017 (copy included).

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved the appointment of Donna Kafer as member of the Upshur County Civil Service Board to fill an unexpired 4 year vacancy. Ms. Kafer’s term will expire on June 30, 2017 (copy included).

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved the appointment of Christine E. Foster as full time E911 Communication Center Telecommunicator effective July 31, 2015.

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved the resignation of Jennifer K. Bennett to fill an unexpired vacancy on the Buckhannon Upshur Parks and Recreation Advisory Board. Ms. Bennett’s term will expire June 30, 2016 (copy included).

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved the appointment of Kay L. Hollen as Legal Assistant in the Office of the Prosecuting Attorney effective August 22, 2015.

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved the advertisement/job posting for the position of full time Legal Assistant for the Office of the Upshur County Prosecuting Attorney. Applications must be received by the close of business on August 17, 2015.

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

1. Lewis-Upshur Animal Control Facility Adoption/Financial Transactions from June 1, 2015 through June 30, 2015

4. Agendas and/or Notice of Meetings:
   - Upshur County Solid Waste Authority—August 10, 2015

5. Meeting Minutes:
   - Elkins Adrian Road Public Service District—June 14, 2015
   - James W. Curry Library and Park Advisory Board—June 14, 2015

6. Meetings:
   - 08/06/15-7:00 p.m.-Banks District VFD
   - 08/06/15-7:00 p.m.-Selbyville VFD
   - 08/04/15-6:00 p.m.-Hodgesville PSD
   - 08/04/15-5:30 p.m.-Elkins Road PSD
   - 08/05/15-12:00 p.m.-Upshur County Senior Center Board
   - 08/19/15-1:30 p.m.-Upshur County Conventions & Visitors Bureau–UCDA Office
   - 08/12/15-6:00 p.m.-Upshur County Citizens Corp-CERT
   - 08/12/15-7:00 p.m.-Warren District VFD
   - 08/13/15-1:00 p.m.-Adrian PSD
   - 08/13/15-3:00 p.m.-Tennerton PSD
   - 08/13/15-4:30 p.m.-Upshur County Safe Sites & Structures Ordinance Board
   - 08/13/15-7:30 p.m.-Buckhannon PSD
   - 08/09/15-4:00 p.m.-B-U Airport Authority–meeting held at Airport
   - 08/10/15-12:00 p.m.-Upshur County Family Resource Network
   - 08/10/15-4:30 p.m.-Upshur County Solid Waste Authority
   - 08/10/15-6:00 p.m.-B-U Recreational Park Advisory Board
   - 08/10/15-6:00 p.m.-Lewis-Upshur Community Corrections Board
   - 08/05/15-6:00 p.m.-Buckhannon River Watershed Association
• 08/18/15-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development
• 08/11/15-7:00 p.m.-Adrian VFD
• 08/19/15-7:00 p.m.-Ellamore VFD
• 08/19/15-12:00 p.m.-Lewis Upshur LEPC—Upshur location
• 08/20/15-6:30 p.m.-Upshur County Youth Camp Board
• 08/18/15-6:30 p.m.-Upshur County Fire Board
• 08/19/15-7:00 a.m.-Upshur County Development Authority—Exec. Board-NO MEETING
• 08/16/15-6:00 p.m.-Washington District VFD
• 08/17/15-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
• 08/18/15-15:50 p.m.-Upshur County EETAB
• 08/28/15-4:00 p.m.-Upshur County Public Library Board
• 08/27/15-4:00 p.m.-Upshur County Farmland Protection Board
• 08/22/15-10:00 a.m.-James W. Curry Advisory Board
• 08/24/15-10:00 a.m.-Mountain CAP of West Virginia, CDC
• 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

7. Appointments Needed or Upcoming:
• Upshur County Safe Structures and Sites Board (Vacant Position-6-30-14)-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
• B-U Recreational Park Advisory Board (6-30-15-Carl “Robbie” Martin)-Board of Education
• Upshur County Convention and Visitor’s Bureau-Commission

The Commission approved all invoices for payment (copies included)
The Commission approved all Vacation Orders.
The Commission approved the following Settlements:
• Russell Lawrence Davison, Sr.—Final
• Victor M. DeBarr—Final
• Christine Elizabeth Currence Wratichford—Final
• Robert James Stansbury—Fourth Annual

The Commission approved the following “Exonerations and/or Refunds” (copies included):
• Otto F. Wentzel—#3640—Corrected Ticket
• Diana Kelley (Donohew)—#3641—Corrected Ticket
• Kerry W. and Linda J. Patterson—#3642—Corrected Ticket
• Daniel C. and Amy R. Hacket—#3643—Corrected Ticket
• Daniel C. and Amy R. Hacket—#3644—Corrected Ticket
• Barbara P. Hinkle—#3645—Corrected Ticket
• Ashley R. or Anissa K. Spencer.—#3646—Corrected Ticket
• John J. Snyder or Barbara Lal—#3647—Corrected Ticket
• Arnold J. or Brandi Tomey—#3648—Corrected Ticket
• Florida Street, LLC—#3649—Corrected Ticket
• Florida Street, LLC—#3650—Corrected Ticket
• Cynthia L. and Paul A. Rank—#3651—Corrected Ticket
• Joanne S. Rozelle—#3652—Corrected Ticket
• Mark G. Hanline—#3654—Corrected Ticket
• Mark G. Hanline—#3655—Corrected Ticket
• Mark G. Hanline—#3655—Corrected Ticket
• David L. and Nancy J. Withrow—#3657—Corrected Ticket

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved and authorized Commissioner Terry B. Cutright to sign the “Request for Revision to Approved Budget” to be sent to the Office of the State Auditor for approval (copy included).

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