The County Commission of Upshur County, West Virginia, held a special meeting at the Courthouse Annex on Thursday, August 06, 2015, at 3:00 p.m. JC Raffety called the meeting to order. Present were JC Raffety, Commissioner, 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.

On motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved the regular meeting minutes of July 30, 2015, as submitted and the minutes of the Joint Meeting of the Upshur County Commission and the Buckhannon City Council which was held at the Upshur County Commission meeting room at 7:00 p.m. on Thursday, August 06, 2015 as submitted.

After discussion, on motion by Terry Cutright, seconded by Troy A. Brady, the Commission approved the “Request for Proposal” and advertisement for “Request for Bids” for police vehicles. Sealed bids must be received no later than 9:00 a.m. on August 27, 2015. Sealed bids will be opened, reviewed and read aloud by the Upshur County Commission at 10:30 a.m. on Thursday, August 27, 2015 (copy included).

JC Raffety provided a review of correspondence from Charlie McKinney, Assistant Chief Inspector, Office of the WV State Auditor, concerning services to be provided to the Upshur County Commission for the fiscal year ended June 30, 2014. After discussion, on motion by Terry Cutright, seconded by Troy A. Brady, the Commission approved and authorized the President to sign the acknowledgement of understanding of services (copy included).

After discussion, on motion by Terry Cutright, seconded by Troy A. Brady, the Commission approved and authorized the President to sign the contract agreement and related documents for acceptance of the West Virginia Community Corrections grant # 16-CC-24 in the amount of $204,676.00 (copy included).

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved and authorized the Commission to sign the “Property Use Agreement between the Upshur County Commission and the Upshur County Youth Baseball Association” (copy included). The agreement was previously signed on March 12, 2015 by the Commission, but is being redone due to the absence of notary certifications for signatures of Youth Baseball Association officers.

After discussion, on motion by Terry Cutright, seconded by Troy A. Brady, the Commission approved the request from Juanita E. Adams, Magistrate, for use of the parking space that will be available upon the retirement of Kay L. Hollen, effective August 22, 2015 (copy included).

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved the employment of Jericka A. Phillips as full time E911 Communications Center Tele Communicator at the rate of $11.00 per hour effective August 10, 2015 as requested by Steve Linger, Director (copy included).

After discussion, on motion by Terry Cutright, seconded by Troy A. Brady, the Commission approved resignation of Heather D. Parke as Fire Fee Clerk effective August 7, 2015. After discussion, on motion by Terry Cutright, seconded by Troy A. Brady, the Commission approved the employment of Heather D. Parke as Chief Tax Deputy at the rate of $19.25 per hour effective August 10, 2015 as requested by Sheriff, David H. Coffman (copy included).

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved the employment of Aimee Knight as Lewis County Case Manager, for the Community Corrections Program as requested by Evin Thomas, Community Corrections Program Director, and approved by the Community Corrections Board on August 5, 2015. Effective date of employment is August 10, 2015 at the rate of $11.25 per hour.

After discussion, on motion by Terry Cutright, seconded by Troy A. Brady, the Commission approved the request from the James W. Curry Library and Park Advisory Board for the immediate termination of Judith Fitzgerald, Assistant Librarian.

After discussion, on motion by Terry Cutright, seconded by Troy A. Brady, the Commission approved Teresa Kee as appointee to the Buckhannon Upshur Board of Health for a five year term ending on June 30, 2020 (copy included).

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved the reappointment of Bob Waggy to the Upshur County Farmland Protection Board. Mr. Waggy’s four year term will expire on June 30, 2019.

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved the reappointment of Rex Reeder to the Upshur County Farmland Protection Board. Mr. Reeder’s four year term will expire on June 30, 2019.

JC Raffety reviewed correspondence from Upshur County resident, Karen J. Harris, requesting the Commission to make it mandatory for the supervisor of the Lewis-Upshur Animal
Control Facility to maintain a Facebook page for the facility (copy included). Jan Cochran, Facility Director, appeared before the Commission and advised that she had been keeping a Facebook page previously but had recently discontinued it. Ms. Cochran maintains a website for the facility and stated that her decision to discontinue the Facebook page was due to redundancy of information (already on the web page), ongoing “drama” related to Facebook participants as well as the amount of time required for maintaining Facebook. Ms. Cochran advised that her contact information is readily available to rescues and anyone who may need her assistance and requested that the Commission support her decision not to maintain the Facebook page. After discussion, JC Raffety asked for a motion to make it mandatory for the Lewis-Upshur Animal Control Facility to maintain a Facebook page; the issue died for lack of a motion.

JC Raffety reviewed the following “For Your Information” items (copies included):
1. Correspondence from Nesco, Inc., providing notice that Nesco, Inc. will be conducting blasting activities in accordance with all State and Federal Laws and as approved by the Department of Environmental Protection commencing August 21, 2015 and continuing through August 20, 2016
2. Building Permits—July 2015
3. Agendas and/or Notice of Meetings:
   - Elkins Road Public Service District—August 04, 2015
   - Community Corrections—Special Board Meeting—August 5, 2015
   - Buckhannon City Council—August 6, 2015
4. Meeting Minutes: none
5. 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.-Temerton PSD
   - 08/13/15-4:30 p.m.-Upshur County Safe Sites & Structures Ordinance Board
   - 08/13/15-7:30 p.m.-Buckhannon VFD
   - 08/10/15-4:00 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.-Elamore 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
   - 08/18/15-5:00 p.m.-Upshur County EETAB
   - 08/25/15-4:00 p.m.-Upshur County Public Library Board
   - 08/27/15-3:30 p.m.-Upshur County Farmland Protection Board
   - 08/26/15-10:00 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

6. Appointments Needed or Upcoming:
   - Upshur County Safe Structures and Sites Board (Vacant Position-6-30-14)-Fire Chief
UPSHUR COUNTY COMMISSION MEETING
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- 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 “Exonerations and/or Refunds” (copies included):
- James A. or Donna J. Ours—#3658—Corrected Ticket
- Jerry A. or Rita J. Willett—#3659—Corrected Ticket
- Brad E. or Michelle Dalheim—#3660—Corrected (duplicated) Ticket
- Continental Laundry—#3661—Corrected Ticket
- Elaine D. or Teddy R. Pugh—#3662—Corrected Ticket
- Wanda L. Hickman—#3663—Corrected Ticket
- Rockwell Resources, LLC—#3664—Corrected Ticket
- Brian K. or Kimberly Shingleton—#3665—Corrected Ticket
- Makynna Kansco—#3666—Corrected Ticket
- Vu Thanh and Tran Thi Khoi Nguyen—#3667—Corrected Ticket
- Alice R. Jeffries—#3668—Corrected Ticket

The Commission approved the following “Consolidation of Land Tracts” (copies included):
- Warren District—Map 6B Parcel 42 with Map 6B Parcel 42.1 - to make Map 6B Parcel 42—Owners, Denzil R. and Diana L. Hanline

With no further business, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission adjourned at 4:40 p.m.