UPSHUR COUNTY COMMISSION MEETING  
August 27, 2015

The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, August 27, 2015, at 9:00 a.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 August 20, 2015, with the following correction: (on page 3 ¶3) “Carrie Wallace provided a review of the Gerber Life Insurance Company, Application and schedule for Excess Loss Insurance (copy included).”

On motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved a request from Craig Presar, WVU Extension Service representative to use the Courthouse Plaza on Friday, September 11, 2015 from 8:00 a.m. to 3:00 p.m. for the purpose of the CEOS (Community Education Outreach Service) annual mini fair.

Ron Pugh, Buckhannon City Council representative, appeared before the Commission and read the “Proclamation” which recognizes Upshur County’s First Responders. After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved and authorized the President to sign individual “Proclamations” for the following First Responders: Emergency Site Protection, Upshur County Communications Center, Upshur County Emergency Medical Services, Inc., HealthNet Aeromedical Services-Base 6, West Virginia Natural Resources Police, West Virginia State Police-Buckhannon, Office of Emergency Management, Buckhannon Police Department, Office of the Sheriff Upshur County, Selbyville Volunteer Fire Department, Warren District Volunteer Fire Department, Ellamore Volunteer Fire Department, Banks District Volunteer Fire Department, Adrian Community Volunteer Fire Department, Washington District Volunteer Fire Department, Buckhannon Fire Department and Community Emergency Response Team. The Proclamation designates September 11, 2015 as a day to pay honor to and recognize the First Responders “who courageously and unselfishly risk their lives daily to protect the safety of our community, visitors passing through our town and county and our commercial establishments” (copy included).

After discussion, on motion by Terry Cutright, seconded by Troy A. Brady, the Commission approved and authorized the Commission to sign correspondence to Paul Chapman, requesting clean-up of residential property per referral from the Upshur County Safe Structures and Sites Ordinance Enforcement Board for case number 091114-01 (copy included).

JC Raffety reviewed the correspondence from G. Paul Richter, Buckhannon River Watershed Association, Inc. WCAP Administrator requesting a letter of support for applying for financial support for the Herods Run project. After discussion, on motion by Terry Cutright, seconded by Troy A. Brady, the Commission approved to send the letter of support.

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved the appointment of Rick Harlow as member of the Safe Structures and Sites Ordinance Enforcement Board to fill the unexpired fire chief vacancy (copy included). The term will expire on June 30, 2016.

After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved the appointment of Jonathan S. Teets as member of the Upshur County Convention and Visitors’ Bureau for a three year term ending in 2018 (copy included).

JC Raffety reviewed the following “For Your Information” items (copies included):
1. Upshur County Solid Waste Authority community shredding event flyer
2. Agendas and/or Notice of Meetings: None
3. Meeting Minutes:
   • Upshur County Fire Board-Special Meeting—July 7, 2015
   • Adrian Public Service District—July 9, 2015
   • Upshur County Fire Board-Special Meeting—July 14, 2015
   • Upshur County Fire Board-Special Meeting—August 12, 2015
4. Meetings:
   • 09/03/15-7:00 p.m.-Banks District VFD
   • 09/03/15-7:00 p.m.-Selbyville VFD
   • 09/01/15-6:00 p.m.-Hodgesville PSD
   • 09/01/15-5:30 p.m.-Elkins Road PSD
   • 09/02/15-12:00 p.m.-Upshur County Senior Center Board
   • 09/16/15-1:30 p.m.-Upshur County Conventions & Visitors Bureau-UCDA Office
   • 09/09/15-6:00 p.m.-Upshur County Citizens Corp-CERT
   • 09/09/15-7:00 p.m.-Warren District VFD
   • 09/10/15-1:00 p.m.-Adrian PSD
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- 09/10/15-3:00 p.m.-Tennerton PSD
- 09/10/15-4:30 p.m.-Upshur County Safe Sites & Structures Ordinance Board
- 09/10/15-7:30 p.m.-Buckhannon VFD
- 09/08/15-4:00 p.m.-B-U Airport Authority—meeting held at Airport
- 09/14/15-12:00 p.m.-Upshur County Family Resource Network
- 09/14/15-4:30 p.m.-Upshur County Solid Waste Authority
- 09/14/15-6:00 p.m.-B-U Recreational Park Advisory Board
- 09/14/15-6:00 p.m.-Lewis-Upshur Community Corrections Board
- 09/02/15-6:00 p.m.-Buckhannon River Watershed Association
- 09/15/15-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development
- 09/08/15-7:00 p.m.-Adrian VFD
- 09/16/15-7:00 p.m.-Ellamore VFD
- 09/16/15-12:00 p.m.-Lewis Upshur LEPC—Upshur location
- 09/20/15-6:30 p.m.-Upshur County Youth Camp Board
- 09/15/15-6:30 p.m.-Upshur County Fire Board
- 09/09/15-7:00 a.m.-Upshur County Development Authority—Exec. Board
- 09/20/15-6:00 p.m.-Washington District VFD
- 09/21/15-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
- 09/15/15-5:00 p.m.-Upshur County EETAB
- TBA-4:00 p.m.-Upshur County Public Library Board
- 09/24/15-3:30 p.m.-Upshur County Farmland Protection Board
- 09/23/15-10:00 a.m.-James W. Curry Advisory Board
- TBA-6:00 p.m.- Upshur County Fire Fighters Association
- 09/17/15-6:00 p.m.-Buckhannon Upshur Board of Health

5. Appointments Needed or Upcoming:
   - Upshur County Safe Structures and Sites Board (Vacant Position-6-30-14)-Fire Chief
   - 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”:
   - Eloise Pierson Hamilton-Final
   - Ava Lee Jeran-Final
   - Jean J. Pence-Final

The Commission approved the following “Exonerations and/or Refunds” (copies included):
   - Charles T. Wiant, Jr.--#3688--Corrected Ticket
   - Monongahela Power Co.—#3689--Corrected Ticket
   - Jessie R. Anderson—#3691--Corrected Ticket
   - Eugene W. or Armeta F. Auskings—#3692--Corrected Ticket
   - Spike Tenney—#3693--Corrected Ticket
   - Alexander M. and Irene W. Ross—#3694--Corrected Ticket
   - Jonathan Tenney—#3695--Corrected Ticket
   - Lydia A. Williams (Strader)—#3696--Corrected Ticket
   - James H. and Carolyn J. Rohr—#3697--Corrected Ticket
   - Kathryn L. Anderson—#3698--Corrected Ticket
   - Jared M. Boone—#3699--Corrected Ticket
   - Carl L. Lowther—#3700--Corrected Ticket

The Commission approved the following “Consolidation of Land Tracts” (copies included):
   - Washington District-Map 8L Parcel 8 with Map 7L Parcel 47 to make Map 7L Parcel 47-Owner Joe L. Tallman
   - Buckhannon Corporation District-Map 7 Parcel 270 with Map 7 Parcel 268 to make Map 7 Parcel 270—Owners, Alexander M. and Irene W. Ross
   - Meade District-Map 4M Parcel 25 with Map 4M Parcel 25.1 to make Map 4M Parcel 25—Owners, Francis X. Boyle
   - Washington District-Map 7J Parcel 47.3 with Map 7J Parcel 44.1 to make Map 7J Parcel 47.3—Owners, Samuel David Ward II and Jenna I. Ray

At 10:30 a.m., Carrie Wallace opened and reviewed a bid from Jenkins Ford for the purchase of vehicles for the Upshur County Sheriff’s Department. The bid, in the amount of $25,624, was for a 2016, 4 door Explorer and met required specifications. The quote did not include pricing for a sedan. No other bids were received. After discussion, Carrie Wallace was
requested to place a call to Jenkins to inquire about the reason for receiving no pricing for a sedan as was requested. (the bid request was for SUV and sedan)

The Commission recessed at 10:35 a.m.
The Commission reconvened at 10:37 a.m.

Carrie Wallace advised that pricing for a sedan would not be available for several weeks and would then need to be rebid. After discussion, Sheriff David Coffman advised that, since the total of the cost for 3 SUV’s was within the allotted budget, that he would accept that option. After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved the Jenkins Ford bid in the amount of $76,872 ($25,624 x 3) for the purchase of 3 (three) 2016 Ford Explorers (copy included).

Terri Jo Bennett, Addressing and Mapping Coordinator, appeared before the Commission to discuss naming a private driveway per the requirements of the Addressing and Mapping Ordinance. Per the established guidelines for the naming of a road, certified letters were sent to the property owners of record with a deadline for participation. An application was received from one of the property owners four days after the deadline recommending the name Ball Hollar Rd. Ms. Bennett advised that the Road Name Request did not meet guideline requirements and recommended that the Commission choose the name. She suggested Ax Drive, Ava Drive or Aiden Drive as alternate choices. After discussion, on motion by Terry Cutright, seconded by Troy A. Brady, the Commission approved Ball Hollar Rd as submitted by Cody Ball for a private driveway located off of Sandstone Hollow Road (copy included).

The Commission recessed at 11:30 a.m.
The Commission reconvened at 1:00 p.m.

Sheriff David Coffman appeared before the Commission to discuss Public Safety and requested to meet in executive session. On motion by Terry Cutright seconded by Troy A. Brady, the Commission entered executive session at 1:00 p.m. per WV Code §6-9A-4. Present were JC Raffety, Troy A. Brady, Terry Cutright, Carrie Wallace, Tabatha Perry, David Coffman, and Deputies Rocky Hebb, Mike Kelley and Virgil Miller. The Commission returned to open session at 2:15 p.m. No decisions were made in executive session.

With no further business, on motion by JC Raffety, seconded by Terry Cutright, the Commission adjourned at 2:20 p.m.