The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, December 11, 2014, at 9:00 a.m. JC Raffety called the meeting to order. There were present JC Raffety, Commissioner; Donnie R. Tenney, Commissioner; Troy A. Brady, Commissioner; Kelley J. Cunningham, County Administrator; Carrie L. Wallace, 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 Donnie R. Tenney, the Commission approved the regular meeting minutes of December 4, 2014 as submitted.

After discussion, on motion by Donnie R. Tenney, seconded by JC Raffety, the Commission approved the Minutes of the 2014 General Election Canvass (copy included).

After discussion, on motion by Troy A. Brady, seconded by Donnie R. Tenney, the Commission approved the Road Name Change Guidelines as recommended by Terri Jo Bennett, Addressing and Mapping Coordinator. The moratorium period for the changing of road names which went into effect on October 25, 2012, will expire on January 1, 2015 (copy included).

After discussion, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved the advertisement for the full time position of Groundskeeper (copy included). Applications must be received by the close of business on Friday, January 9, 2015.

JC Raffety provided a review of correspondence from the Lewis County Commission concerning their request for the termination of Lewis Upshur Animal Control Facility volunteers as discussed at previous meetings. After discussion, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved the termination of Brenda Leigh and Nikole English. The Lewis County Commission’s correspondence stated that they had voted to retain Desiree Poling as a volunteer and noted that that “Ms. Poling’s actions did not warrant termination at this time.” No action was taken concerning the termination of Krista Adkins as the Lewis County Commission has not yet made a decision for her dismissal (copy included). Further action may follow.

After discussion, on motion by Troy A. Brady, seconded by Donnie R. Tenney, the Commission approved the resignation of Nancy J. Simmons, Title V Secretary, effective December 29, 2014 (copy included).

After discussion, on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission approved the lateral transfer of Sharon A. Hosaflook, from full time Deputy Circuit Clerk to full time Deputy Tax Clerk at her current rate of pay as recommended by David H. Coffman, Upshur County Sheriff.

JC Raffety reviewed the following “For Your Information” items (copies included):

1. Correspondence from the West Virginia Development Office announcing an available Community Participation Grant for the Upshur County Youth Camp landscaping, renovations, upgrades and improvements in the amount of $20,000.00

2. Correspondence from Melodie Stemple, Upshur County Development Authority, announcing the WV Small Business Coach position which will be housed in the UCDA Office. All applicants can apply via http://agency.governmentaljobs.com/wv/job_bulletin.cfm?JobID=494784

At 9:15 a.m., on motion by Donnie R. Tenney, seconded by Troy A. Brady, the Commission entered into executive session per WV Code §6-9A-4 to discuss applications for the position of Prosecuting Attorney. Present were JC Raffety, Donnie R. Tenney and Troy A.
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Brady. The Commission returned to open session at 9:55 a.m. No decisions were made in executive session.

After discussion, on motion by JC Raffety, seconded by Troy A. Brady, the Commission approved the appointment of David Godwin as Prosecuting Attorney. Effective date of the appointment is December 12, 2014 with an annual salary of $103,264. (Note: Raffety and Brady for, Tenney against)

JC Raffety continued to review the following “For Your Information” items (copies included):
3. Correspondence from Columbia Pipeline Group announcing future contact with constituents to research a possible infrastructure project.
4. Correspondence from Columbia Pipeline Group providing explanation of engineering, environmental and cultural resource surveys.
5. Upshur County E911 Communication Center Reports---November 2014
   • Monthly Call Summary Report
   • Monthly Departmental Summary Report
   • Monthly and YTD Wrecker Report
7. Agendas and/or Notice of Meetings:
   • Lewis/Upshur LEPC December 17, 2014
8. Meeting Minutes
   • Lewis/Upshur LEPC November 19, 2014
   • Elkins Road PSD November 10, 2014
9. Meetings
   • 12/04/14 7:00 p.m. Banks District VFD
   • 12/04/14 7:00 p.m. Selbyville VFD
   • 12/02/14 6:00 p.m. Hodgesville PSD
   • 12/02/14 5:30 p.m. Elkins Road PSD
   • 12/10/14 12:00 p.m. Upshur County Senior Center Board
   • 12/10/14 1:30 p.m. Upshur County Conventions & Visitors Bureau
   • 12/10/14 6:00 p.m. Upshur County Citizens Corp-CERT
   • 12/10/14 7:30 p.m. Warren District VFD
   • 12/11/14 1:00 p.m. Adrian PSD
   • 12/11/14 3:00 p.m. Tennerton PSD
   • 12/11/14 4:30 p.m. Upshur County Safe Sites & Structures Ordinance Board
   • 12/11/14 7:30 p.m. Buckhannon VFD
   • 12/12/14 7:00 a.m. Buckhannon Upshur Airport Authority
   • 12/08/14 12:00 p.m. Upshur County Family Resource Network
   • 12/08/14 4:30 p.m. Upshur County Solid Waste Authority
   • 12/08/14 6:00 p.m. Buckhannon-Upshur Recreational Park Advisory Board
   • 12/08/14 6:00 p.m. Lewis-Upshur Community Corrections Board
   • 12/08/14 6:00 p.m. Buckhannon-Upshur Watershed Association
   • 12/09/14 10:00 a.m. Wes-Mon-Ty Resource Conservation & Development
   • 12/09/14 7:00 p.m. Adrian VFD
   • 12/09/14 7:00 p.m. Ellamore VFD
   • 12/17/14 12:00 p.m. Lewis Upshur LEPC
   • 12/18/14 6:30 p.m. Upshur County Youth Camp Board
   • 12/16/14 6:30 p.m. Upshur County Fire Board
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- 12/10/14  7:00 a.m.  Upshur County Development Authority–Exec. Board
- 12/10/14  6:00 p.m.  Washington District VFD
- 12/15/14  12:00 p.m.  Buckhannon-Upshur Chamber of Commerce
- 12/16/14  5:00 p.m.  UC Enhanced Emergency Telephone Advisory Board
- 12/16/14  4:00 p.m.  Upshur County Public Library Board
- 01/21/15  7:00 a.m.  Upshur County Development Authority–Full Board
- 01/22/15  4:00 p.m.  Upshur County Farmland Protection Board
- 12/22/14  10:00 a.m.  Mountain CAP of West Virginia, CDC
- 03/25/15  10:00 a.m.  James W. Curry Advisory Board
- TBA       6:00 p.m.  Upshur County Fire Fighters Association

10. Appointments Needed or Upcoming:
- Upshur County Safe Structures and Sites Board (Vacant Position–6-30-14)---Community
- Upshur County Safe Structures and Sites Board (Vacant Position–6-30-14)---Community
- Upshur County Civil Service Board (Vacant Position–12-31-13)---Commission
- Upshur County Enhanced Emergency Telephone Board (Vacant Position–06-30-13)---Community

The Commission approved all invoices for payment (copies included).
The Commission approved all Vacation Orders.
With no further business, on motion by Troy A. Brady, seconded by Donnie R. Tenney, the Commission adjourned at 11:30 a.m.
The Commissioners attended the Retirement Party for Donnie R. Tenney at 1:00 p.m.