

UPSHUR COUNTY COMMISSION MEETING

January 17, 2019

The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, January 17, 2019 at 9:00 a.m. Sam Nolte called the meeting to order. Present were Sam Nolte, Commission President; Terry Cutright, Commissioner; Kristie Tenney, Commissioner; Carol Smith, Upshur County Clerk; Carrie Wallace, Administrator; Tabatha Perry, Assistant 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 discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved the regular meeting minutes of January 10, 2019 as submitted.

Sam Nolte reviewed scheduled appointments and agenda items.

At 9:05 a.m. Tabatha Perry opened and reviewed bids for Soil Remediation Services for the Upshur County Youth Camp Brownfields Cleanup Project. Ms. Perry advised that it would take some time to review the documentation to assure compliance.

Sam Nolte reviewed the following "For Your Information" items:

1. Correspondence from John McGarrity, Senior Planner for the WV Development Office, regarding the recent inspection of the facilities located at the Upshur County Park, as required by the National Park Service on Land and Water Conservation Fund-assisted projects. A few corrections were noted with regards to signage and ADA designs.
2. James W. Curry Public Library Loleta D. Fyan Grant Application in the amount of \$3,000 to be utilized for the Curry Coders Club.
3. Upshur County Road Name Index as of January 2019 - Prepared by Terri Jo Bennett, Upshur County Addressing and Mapping Coordinator.
4. Fire Board Financial Report– July 17, 2018 through January 1, 2019
5. HealthiestYou summary of savings year to date and annualized utilization – October & November 2018
6. Lewis-Upshur Animal Control Facility Cat Report for the month of December 2018
7. Upshur County Animal Control/Humane Officer Monthly Dog Report for the month of December 2018
8. Public Notices:
 - a. Newsletters and/or Event Notifications
 - Public Health Bulletin released by Chief Matthew Gregory on January 15, 2019
 - b. Agendas and/or Notice of Meetings:
 - Upshur County Fire Board, Inc.-January 15, 2019
 - Upshur County Farmland Protection Board-January 17, 2019
 - City of Buckhannon-January 17, 2019
 - Buckhannon-Upshur Chamber of Commerce-January 21, 2019
 - c. Meeting Minutes:
 - Elkins Road PSD-December 4, 2018
 - Upshur County Solid Waste Authority-December 10, 2018
 - Upshur County Safe Structures and Sites Enforcement Board-December 13, 2018
 - d. Meetings
 - 01/15/19-6:30 p.m.-Upshur County Fire Board, Inc.
 - 01/16/19-7:00 a.m.-Upshur County Development Authority–Full Board
 - 01/16/19-12:00 p.m.-Lewis Upshur LEPC--Lewis location
 - 01/16/19-4:00 p.m.-Upshur County Public Library Board

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- 01/16/19-6:00 p.m.-Upshur County Citizens Corp–CERT
- 01/17/19-2:00 p.m.-Upshur County Farmland Protection Board
- 01/17/19-6:30 p.m. -Upshur County Youth Camp Board–WVU Extension Office
- 01/20/19-6:00 p.m.-Washington District VFD
- 01/21/19-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
- 01/28/19-12:00 p.m.-Region VII Planning & Development Council
- 01/29/19-12:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
- 01/29/19-6:00 p.m.-Upshur County Fire Fighters Association
- 02/05/19-4:00 p.m.-Hodgesville PSD
- 02/05/19-5:30 p.m.-Elkins Road PSD
- 02/05/19-7:30 p.m.-Adrian VFD
- 02/07/19-7:00 p.m.-Banks District VFD
- 02/07/19-7:00 p.m.-Selbyville VFD
- 02/11/19-12:00 p.m.-Upshur County Family Resource Network
- 02/11/19-4:30 p.m.-Upshur County Solid Waste Authority
- 02/11/19-5:30 p.m.-Buckhannon-Upshur Recreational Park Advisory Board
- 02/13/19-12:00 p.m.-Upshur County Senior Center Board
- 02/13/19-3:00 p.m.-Tennerton PSD
- 02/13/19-6:00 p.m.-Buckhannon River Watershed Association-WVWC
- 02/13/19-7:00 p.m.-Ellamore VFD
- 02/13/19-7:30 p.m.-Warren District VFD
- 02/14/19-10:00 a.m.-Adrian PSD
- 02/14/19-3:00 p.m.-Upshur County Conventions & Visitors Bureau
- 02/14/19-4:00 p.m.-Buckhannon Upshur Airport Authority
- 02/14/19-4:00 p.m.-Upshur County Safe Sites & Structures Enforcement Board
- 02/14/19-7:30 p.m.-Buckhannon VFD
- 02/19/19-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development Council
Tygart Valley Conserv. District Office in Philippi
- 02/25/19-10:00 a.m.-Mountain CAP of WV, Inc. a CDC
- 03/04/19-6:00 p.m.-Lewis-Upshur Community Corrections Board-Lewis County
- 03/15/19-11:00 a.m.-Region VI Local Elected Officials-Lewis County
- 03/27/19-10:00 a.m.-James W. Curry Advisory Board
- TBD-6:00 p.m.-Buckhannon-Upshur Board of Health

8. Appointments Needed or Upcoming:

- Upshur County Enhanced Emergency Telephone Advisory Board (unexpired term - June 30, 2020) -- Community Member
- Buckhannon-Upshur Parks and Recreation Advisory Board (unexpired term – June 30, 2019) – City Appointee

Mike Cozad, Community Liaison for the Atlantic Coast Pipeline, provided an update regarding the Atlantic Coast Pipeline timeline and project expectations. Mr. Cozad provided information concerning a Court ordered work stoppage and reported that workers have been laid off and discussed the impact of the work stoppage on the community. Mr. Cozad advised that he doesn't expect work to resume until after a court appearance which is scheduled for a date in March. Mr. Cozad requested

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a letter of support from the Commission outlining the impact to our community to present to the court. After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved the request.

Laura Ward, Country Roads Transit Director, appeared before the Commission and provided an update/status report on the Country Roads Transit services and requested funding for the 2019-2020 Fiscal Year. Ms. Ward provided data and a recap of services, routes and partnerships (pamphlet). Ms. Ward invited Commissioners to ride a route and speak to riders about what the CRT means to them. The funding request will be considered during the March budget sessions.

The Commission recessed at 9:45 a.m. to attend the swearing in of telecommunicators at the E911 Communications Center. Carol Smith, Upshur County Clerk, administered the Oath of Office to the telecommunicators.

The Commission reconvened at 10:45 a.m.

Tabatha Perry reviewed bids for Soil Remediation Services for the Upshur County Youth Camp Brownfields Cleanup Project (copy included) and advised that 6 bid packages were received from the following companies: Cardno, EnviroCheck, Green River Group, Mountaineer Welding and Construction, EnviroProbe, and Bear Contracting (copy included). Green River Group was disqualified due to not meeting bid requirements. Ms. Perry advised that she would need to contact some of the bidders for further clarification, obtain an opinion from the contracted Environmental Consulting Firm and therefore requested to table action to a future meeting. After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved the request.

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

The Commission approved all Vacation Orders.

The Commission approved the following "Settlements" (copies included):

- Mary Maxine Bennett—Final Settlement

The Commission recessed at 11:55 a.m.

The Commission attended meetings of the Upshur County Policy Board, the Department Supervisors and the Court Security Advisory Board.

The Commission reconvened at 3:15 p.m.

The Commission reviewed agenda items for future meetings, received project updates and discussed administrative business items.

With no further business, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission meeting adjourned at 3:15 p.m.