

# UPSHUR COUNTY COMMISSION MEETING

## January 31, 2019

The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, January 31, 2019 at 9:00 a.m. Sam Nolte called the meeting to order. Present were Sam Nolte, Commission President; Kristie Tenney, Commissioner; Carol Smith, Upshur County Clerk; Carrie Wallace, Administrator; Tabatha Perry, Assistant Administrator and Jacqueline Dinklocker, Secretary. Terry Cutright, Commissioner; was absent. 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 Kristie Tenney, seconded by Sam Nolte, the Commission approved the regular meeting minutes of January 17, 2019 and January 24, 2019 as submitted.

Sam Nolte reviewed scheduled appointments and agenda items.

After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved and authorized the signing of the Upshur County Commission's mission statement for purposes of meeting grant requirements set by the WV Division of Justice and Community Services (copy included).

After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission Approved and authorized the President to sign FFY 2018 Stop Violence Against Women Act (VAWA) Grant Application in the amount of \$30,000 (copy included).

After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved the appointment of the Sheriff of Upshur County as Administrator of the Estate of Virginia Lee Reed, deceased (copy included).

After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved a request for the Sheriff of Upshur County to reopen and be appointed as the Administrator of the Estate of Vernon Lyle Harris, deceased. Additional assets were discovered after the estate was closed.

After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved to table action concerning correspondence to Hodgesville PSD and Tennerton PSD requesting a copy of their adopted budget and audit as required by WV Code §16-13A-10 and §16-13A-11 respectively.

After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved and authorized the signing of the Certification of Results for the January 19, 2019 Special School Levy Election as submitted by Carol Smith, Upshur County Clerk (copies included).

After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved the appointment of Doug Bush as the County Commission representative on the WesMonTy Resource Conservation and Development Board of Directors, effective immediately. Pursuant to the Board's bylaws, this term is for a period of two years (copy included).

After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved Sara McIe as volunteer for the Lewis - Upshur Animal Control Facility Volunteer.

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

1. U.S. EPA Brownfields Quarterly Progress Report for period October 1, 2018 through December 31, 2018.
2. Upshur County Sheriff's Financial Statement for period ending December 2018
3. Upshur County E911 Communication Reports --- December 2018

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- Monthly Call Summary Report
  - Monthly Department Summary Report
  - Monthly and YTD Wrecker Report
4. Upshur County Mileage Reports – December 2018
- Upshur 911
  - Maintenance
  - Emergency Management
  - Sheriff
  - Addressing and Mapping
  - Community Corrections
  - Dog Pound
5. Public Notices:
- a. Newsletters and/or Event Notifications
    - Curry Courier: 12/26/2018-1/22/2019
    - James W. Curry Public Library Calendar of Events-February 2019
  - b. Agendas and/or Notice of Meetings:
    - Special Session of the City Council of Buckhannon-February 18, 2019
  - c. Meeting Minutes:
    - Upshur County Public Library-December 19, 2018
  - d. Meetings
    - 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-WWWC
    - 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
    - 02/17/19-6:00 p.m.-Washington District VFD
    - 02/18/19-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce

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- 02/19/19-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development Council Tygart Valley Conserv. District Office in Phillippi
- 02/19/19-6:30 p.m.-Upshur County Fire Board, Inc.
- 02/20/19-7:00 a.m.-Upshur County Development Authority–Executive Board
- 02/20/19-12:00 p.m.-Lewis Upshur LEPC--Lewis location
- 02/20/19-6:00 p.m.-Upshur County Citizens Corp–CERT
- 02/21/19-4:00 p.m.-Upshur County Public Library Board
- 02/21/19-2:00 p.m.-Upshur County Farmland Protection Board
- 02/21/19-6:30 p.m. -Upshur County Youth Camp Board–WVU Extension Office
- 02/25/19-10:00 a.m.-Mountain CAP of WV, Inc. a CDC
- 02/25/19-6:00 p.m.-Upshur County Fire Fighters Association
- 02/26/19-12:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
- 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

### 6. 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

### Tabled Items

1. Request for use of \$5,000 from spay/neuter funds to supplement project initiatives of the Animal Outreach Project. – Sam Nolte advised that he spoke with Agnes Queen, Lewis County Commissioner and reported that the Lewis County Commission would support a donation in the amount of \$1,500. After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved the donation in the amount of \$1,500 from the spay/neuter fund for the Animal Outreach Project. Carrie Wallace confirmed that AOP will submit veterinary invoices to the Commission for payment via p-card.
2. Correspondence from Richard Harlow, President of the Upshur County Firefighter’s Association, expressing an interest to serve on the Upshur County Fire Board upon Joe Malcolm’s term expiration on June 30, 2019. Upon approval, Mr. Harlow’s term will commence on July 1, 2019 and expire on June 30, 2022. —Tabatha Perry provided an update on her conversation with Toni Newman, Fire Fee Clerk. After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved the appointment of Richard Harlow as requested.

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The Commission recessed at 9:15 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 10:07 a.m.

Charles Friend, was unable to appear for his scheduled appointment.

Heather Sparks, Chief Tax Deputy, appeared before the Commission and provided a review of the Final Disposition Report on the 2017 delinquent real estate taxes. Ms. Sparks reviewed data and procedures by which land owners may still redeem sold properties within an eighteen (18) month period. After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved and authorized the signing of the “Certification of Final Disposition for 2017 Delinquent Taxes” (copy included).

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

The Commission approved all Vacation Orders.

The Commission approved the following “Settlements” (copies included):

- Ralph Junior Davidson—Final Settlement Waiver
- Dessie Lela Sothen Everson—Final Settlement Waiver
- Donald Lloyd Long—Final Settlement Waiver

The Commission approved the following “Requests to Attend Meeting” (copies included):

- Stacie Wentz—February 6 and 7 and 15, 2019

The Commission approved the following “Correction/Exoneration/Refund Orders”:  
(copies included)

- Amanda Watson—Tkt. # 300000480S—Exoneration \$202.11
- Robert E. Johnson—Tkt. #20305—Exoneration \$103.67

The Commission approved the following “Consolidation of Land Tracts” (copies included):

- Buckhannon District -Map 8 Parcel 73.1 blended with Map 8 Parcel 73.2 to make Map 8 Parcel 73.1 -owners- Ronald M. and Joyce A. Reed

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

With no further business, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission meeting adjourned at 2:30 p.m.