

UPSHUR COUNTY COMMISSION MEETING

February 21, 2019

The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, February 21, 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; 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 Kristie Tenney, seconded by Terry Cutright, the Commission approved the regular meeting minutes of February 7, 2019 and February 14, 2019 as submitted.

After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved and authorized the President to sign the Federal Aviation Administration Outlay Request Number 3 in the amount of sixty-four thousand two hundred sixty-five dollars (\$64,265) for the Airport Improvement Program Project No. 3-54-0039-032-2018 at the Upshur County Regional Airport in Buckhannon, WV (copy included).

After discussion, on motion by Kristie Tenney, seconded by Terry Cutright, the Commission approved an Order to appoint Daya Masada Wright as Co-Administrator for the Estate of Virginia Lee Reed, deceased as requested by Carol Smith, Upshur County Clerk (copy included).

After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved an Order to appoint Daya Masada Wright as Co-Administrator for the Estate of Patricia Lee Reed Robinson, deceased as requested by Carol Smith, Upshur County Clerk (copy included).

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

1. FY 2019 Court Security Fund Grant Program announcement – Applications due April 3, 2019
2. Correspondence from Jeffrey E. Fleck, Executive Director of the State of West Virginia Consolidated Public Retirement Board, confirming the estimated employer contribution percentage will remain at 10.0% effective July 1, 2019.
3. Upshur County Sheriff's Financial Statement for period ending January 2019
4. Upshur County Animal Control/Humane Officer Monthly Dog Report for the month of January 2019
5. Lewis-Upshur Animal Control Facility Cat Report for the month of January 2019
6. Public Notices:
 - a. Newsletters and/or Event Notifications:
 - b. Agendas and/or Notice of Meetings:
 - Upshur County Public Library-February 20, 2019
 - City Council of Buckhannon-February 21, 2019
 - Upshur County Farmland Protection Board-February 21, 2019
 - c. Meeting Minutes:
 - Buckhannon River Watershed Association-January 3, 2019
 - Elkins Road PSD- January 8, 2019
 - Upshur County Safe Structures and Sites Enforcement Board-January 10, 2019
 - d. Meetings:
 - 02/19/19-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development Council Tygart Valley Conservation District Office in Philippi
 - 02/19/19-6:30 p.m.-Upshur County Fire Board, Inc.

UPSHUR COUNTY COMMISSION MEETING

February 21, 2019

- 02/20/19-12:00 p.m.-Lewis Upshur LEPC --- Upshur location
- 02/20/19-6:00 p.m.-Upshur County Citizens Corp – CERT
- 02/21/19-6:30 p.m.-Upshur County Youth Camp Board – WVU Extension Office
- 02/21/19-2:00 p.m.-Upshur County Farmland Protection Board
- 02/21/19-4:00 p.m.-Upshur County Public Library Board
- 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
- 03/05/19-5:30 p.m.-Elkins Road PSD
- 03/05/19-4:00 p.m.-Hodgesville PSD
- 03/07/19-6:00 p.m.-Buckhannon-Upshur Board of Health
- 03/07/19-7:00 p.m.-Banks District VFD
- 03/07/19-7:00 p.m.-Selbyville VFD
- 03/11/19-12:00 p.m.-Upshur County Family Resource Network
- 03/11/19-4:30 p.m.-Upshur County Solid Waste Authority
- 03/11/19-5:30 p.m.-Buckhannon-Upshur Recreational Park Advisory Board
- 03/12/19-7:30 p.m.-Adrian VFD
- 03/13/19-12:00 p.m.-Upshur County Senior Center Board
- 03/13/19-7:00 p.m.-Warren District VFD
- 03/13/19-3:00 p.m.-Tennerton PSD
- 03/13/19-6:00 p.m.-Buckhannon River Watershed Association - WVWC
- 03/13/19-7:00 p.m.-Ellamore VFD
- 03/14/19-10:00 a.m.-Adrian PSD
- 03/14/19-3:00 p.m.-Upshur County Conventions & Visitors Bureau
- 03/14/19-4:00 p.m.-Upshur County Safe Sites & Structures Enforcement Board
- 03/14/19-7:30 p.m.-Buckhannon VFD
- 03/14/19-4:00 p.m. -Buckhannon Upshur Airport Authority
- 03/15/19-11:00 a.m.-Region VI Local Elected Officials – Lewis County
- 03/17/19-6:00 p.m.-Washington District VFD
- 03/20/19-7:00 a.m.-Upshur County Development Authority – Full Board
- 03/27/19-10:00 a.m.-James W. Curry Advisory Board
- TBD-Buckhannon-Upshur Chamber of Commerce –Annual Dinner

7. 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

8. Budget Hearing Schedule

The Commission will hold budget hearings at the Upshur County Administrative Annex on the following dates. For a detailed list of meetings, please contact Tabatha R. Perry at trperry@upshurcounty.org.

- Wednesday, March 13th beginning at 9:00 a.m.
- Thursday, March 14th beginning at 1:00 p.m.
- Friday, March 15th beginning at 9:00 a.m.

UPSHUR COUNTY COMMISSION MEETING

February 21, 2019

- Monday, March 18th beginning at 9:00 a.m.
- Tuesday, March 19th beginning at 9:00 a.m.

Tabled Items

1. Bid award – Dome cleaning and pigeon spike installation project-Tabatha Perry provided a review of the bid opening and discussion of last week's meeting (February 14, 2019). After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved the bid of \$45,000 plus \$32 per additional linear ft. for installation over 1200 linear feet with 1-year warranty and awarded the contract to TKS Construction (copy included). The low bid submitted by Steeplejacks of America in the amount of \$39,000 plus \$12 per additional linear ft. for installation over 1200 linear feet with 5 years warranty was disqualified due to the lack of a West Virginia Contractor's License..

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

The Commission approved all Vacation Orders.

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

- Russell R. Davidson—Final Settlement Waiver

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

- Angela D. Suder—Tkt. #300000305S—Exoneration \$123.74

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

- Judith Williams—March 7, 2019, March 14, 2019 and May 10, 2019

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 11:00 a.m.