

# UPSHUR COUNTY COMMISSION MEETING

## April 18, 2019

The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, April 18, 2019 at 9:00 a.m. Terry Cutright called the meeting to order. Present were Terry Cutright, Commissioner; Kristie Tenney, Commissioner; Carol Smith, Upshur County Clerk; Carrie Wallace, Administrator; Tabatha Perry, Assistant Administrator and Jacqueline Dinklocker, Secretary. Sam Nolte, Commission President was not present. 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 April 11, 2019 and special meeting minutes of April 16, 2019 as submitted.

Terry Cutright reviewed agenda items.

After discussion, on motion by Kristie Tenney, seconded by Terry Cutright, the Commission approved and authorized the President to sign the Federal Aviation Administration Outlay Request Number 5 in the amount of sixty seven thousand seventy eight dollars (\$67,078) for the Airport Improvement Program Project No. 3-54-0039-032-2018 at the Upshur County Regional Airport in Buckhannon, WV (copy included).

The Commission reviewed correspondence from Nate Kennedy, Consulting Forester for Kennedy Forest Management Services, accepting the final reclamation of the Curry Park Timber Sale and requesting the amount of seven thousand six hundred fifty-one dollars and ninety cents (\$7,651.90) from the performance bond to be released to Northwest Hardwood, Inc. After discussion, on motion by Kristie Tenney, seconded by Terry Cutright, the Commission approved the request.

Nate Kennedy, Consulting Forester for Kennedy Forest Management Services, appeared before the Commission and provided a review of three Memorandum(s) of Agreement for Temporary Road Right-of-Way's providing temporary access to lands in Banks Magisterial District for the purpose of hauling all forest and stone products associated with the Youth Camp timber sale/forest management practice to be conducted on property owned by the Upshur County Commission. The right of ways shall be in effect until December 31, 2022. After discussion, on motion by Kristie Tenney, seconded by Terry Cutright, the Commission approved and authorized the President to sign the three Memorandum(s) of Agreement for Temporary Road Right-of-Way's. Carrie Wallace advised that the agreements have been reviewed by David Godwin, Prosecuting Attorney.

Terry Cutright reviewed the following "For Your Information" items:

1. Correspondence from Jerry Arnold, City of Buckhannon Director of Public Works, informing the Commission of a proposed address change for the property currently addressed as 40 Chancery Street (maintenance building). The address currently being proposed for the property is 2 Chancery Street and the proposed change will be presented to City Council on April 18, 2019. Carrie Wallace advised that the action will result in a small expense for the County for new signs and will need to update business cards with the amended address change.
2. Memorandum from Stuart Stickel, CPA, CFE, Deputy State Auditor for the Office of the State Auditor, regarding audit requirements for Public Service Districts. Effective for fiscal years beginning in 2019, the Chief Inspector Division of the WV State Auditor's Office will be overseeing the audit process of all PSD's in the State of WV in accordance with statutory requirements and established procedures.

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3. Memorandum from Stuart Stickel, CPA, CFE, Deputy State Auditor for the Office of the State Auditor, regarding new financial examination requirements for Volunteer Fire Departments/Corporations in the State of WV.
4. Informational material for Upshur County from the District 7 informative meeting that took place on April 10, 2019. Carrie Wallace provided a review of the meeting and discussion concerning the dangerous intersections on Route 33. Ms. Wallace reported that requests for consideration of traffic lights, warning signage and/or a decreased speed limit from the Hampton Inn to Kesling Mill were made and noted that the City of Buckhannon will be discussing the same during their meeting this evening.
5. Upshur County Sheriff's Financial Statement for period ending March 2019
6. Fire Board Financial Report– July 17, 2018 through April 16, 2019
7. Public Notices:
  - a. Newsletters and/or Event Notifications:
    - Depression and Bipolar Support Alliance -WV Peer Support Meetings on the 2<sup>nd</sup> and 4<sup>th</sup> Mondays of each month at 6:30 p.m.
    - Depression and Bipolar Support Alliance Bingo on the 2<sup>nd</sup> Tuesday of every month from 2 pm to 3 pm at 61 Marion Street
  - b. Agendas and/or Notice of Meetings:
    - Upshur County Fire Board, Inc.-April 16, 2019
    - Upshur County Public Library-April 17, 2019
    - City Council of Buckhannon-April 18, 2019
    - Upshur County Farmland Protection Board-April 18, 2019
    - Upshur-Buckhannon Health Dept.-May 2, 2019
  - c. Meeting Minutes:
    - Buckhannon River Watershed Association-February 13, 2019
    - Adrian PSD-March 14, 2019
  - d. Meetings:
    - 04/02/19-4:00 p.m.-Hodgesville PSD
    - 04/04/19-7:00 p.m.-Banks District VFD
    - 04/04/19-7:00 p.m.-Selbyville VFD
    - 04/08/19-12:00 p.m.-Upshur County Family Resource Network
    - 04/08/19-4:30 p.m.-Upshur County Solid Waste Authority
    - 04/08/19-5:30 p.m.-Buckhannon-Upshur Recreational Park Advisory Board
    - 04/09/19-7:30 p.m.-Adrian VFD
    - 04/10/19-12:00 p.m.-Upshur County Senior Center Board
    - 04/10/19-6:00 p.m.-Buckhannon River Watershed Association - WVWC
    - 04/10/19-7:00 p.m.-Warren District VFD
    - 04/10/19-7:00 p.m.-Ellamore VFD
    - 04/10/19-3:00 p.m.-Tennerton PSD
    - 04/11/19-10:00 a.m.-Adrian PSD
    - 04/11/19-3:00 p.m.-Upshur County Conventions & Visitors Bureau
    - 04/11/19-4:00 p.m.-Upshur County Safe Sites & Structures Enforcement Board
    - 04/11/19-7:30 p.m.-Buckhannon VFD
    - 04/11/19-4:00 p.m.-Buckhannon Upshur Airport Authority

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- 04/15/19-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
- 04/16/19-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development Council-TVCD
- 04/16/19-6:30 p.m.-Upshur County Fire Board, Inc.
- 04/17/19-7:00 a.m.-Upshur County Development Authority – Executive Board
- 04/17/19-12:00 p.m.-Lewis Upshur LEPC --- Lewis location
- 04/17/19-4:00 p.m.-Upshur County Public Library Board
- 04/17/19--6:00 p.m.-Upshur County Citizens Corp – CERT
- 04/18/19-6:30 p.m.-Upshur County Youth Camp Board–WVU Extension Office
- 04/18/19-2:00 p.m.-Upshur County Farmland Protection Board
- 04/21/19-6:00 p.m.-Washington District VFD
- 04/22/19-12:00 p.m.-Region VII Planning and Development Council
- 04/22/19-10:00 a.m.-Mountain CAP of WV, Inc. a CDC
- 04/24/19-10:00 a.m.-James W. Curry Advisory Board
- 04/25/19-12:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
- 04/29/19-6:00 p.m.-Upshur County Fire Fighters Association
- 05/02/19-6:00 p.m.-Buckhannon-Upshur Board of Health
- 05/06/19-6:00 p.m.-Lewis-Upshur Community Corrections Board-Upshur County
- 05/07/19-5:30 p.m.-Elkins Road PSD
- 06/14/19-11:00 a.m.-Region VI Local Elected Officials – Taylor County

## 8. Appointments Needed or Upcoming:

- Tennerton Public Service District (unexpired term – July 31, 2019)

## Tabled Items

1. Review floodplain fees for other West Virginia Counties and consider a revision to the Upshur County Floodplain Ordinance. (no action)

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

The Commission approved all Vacation Orders.

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

- Donald S. Garvin, Jr.—Final Settlement Waiver
- Robert A. Lewis—Final Settlement Waiver
- Jo Ann Rohr—Final Settlement Waiver
- Harry D. Sutherland—Final Settlement Waiver
- Chester Eric Wentz—Final Settlement Waiver

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

- Stacie Wentz—April 30 and May 4, 2019

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 Terry Cutright, the Commission meeting adjourned at 11:30 a.m.