

UPSHUR COUNTY COMMISSION MEETING

May 16, 2019

The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, May 16, 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.

Sam Nolte reviewed scheduled appointments and agenda items.

After discussion, on motion by Kristie Tenney, seconded by Terry Cutright, the Commission approved the regular meeting minutes of May 9, 2019 as submitted.

Tabatha Perry provided a status report concerning the bid opening and award presentation for the Upshur County Former Jail Facility Project. Ms. Perry advised that no bids were received and the Commission may either rebid the project now or wait a few months with hopes that more contractors will be available. Ms. Perry reported that she reached out to several other counties with recent masonry projects, obtained contact information for the contractors that bid on those projects and is of the belief that if the project were to be rebid, the Commission would get responses. After discussion, on motion by Kristie Tenney, seconded by Terry Cutright, the Commission approved to rebid the Upshur County Former Jail Facility Project.

After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved and authorized the signing of the Oath and Certificates for the personal property books and real land books.

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 6 in the amount of one hundred twenty five thousand six hundred dollars (\$125,600) for the Airport Improvement Program Project No. 3-54-0039-032-2018 at the Upshur County Regional Airport in Buckhannon, WV.

After discussion, on motion by Kristie Tenney, seconded by Terry Cutright, the Commission approved the resignation of Carol Roth, as full time Kitchen/Cleaning Personnel at the Upshur County Youth Camp effective immediately, and approved the employment of Cassia Alderman per request from Gregory B. Woody, Upshur County Youth Camp Director. Ms. Alderman's employment will be effective May 19, 2019 at the hourly wage rate of \$9.18.

Sam Nolte reviewed the following "For Your Information" items

1. Upshur County E911 Communication Reports --- March and April 2019
 - Monthly Call Summary Report
 - Monthly Department Summary Report
 - Monthly and YTD Wrecker Report
2. Public Notices:
 - a. Newsletters and/or Event Notifications:
 - b. Agendas and/or Notice of Meetings:
 - City Council of Buckhannon-May 14, 2019
 - Upshur County Public Library-May 15, 2019
 - Upshur County Fire Board, Inc.-May 21, 2019
 - c. Meeting Minutes:
 - Elkins Road PSD- April 4, 2019

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- Buckhannon-Upshur Parks and Recreation Advisory Board-April 8, 2019

d. Meetings:

- 05/02/19-6:30 p.m. -Upshur County Youth Camp Board – Special Meeting
- 05/08/19-12:00 p.m.-Upshur County Senior Center Board
- 05/08/19-3:00 p.m.-Tennerton PSD
- 05/08/19-6:00 p.m.-Buckhannon River Watershed Association - WVWC
- 05/08/19-7:00 p.m.-Ellamore VFD
- 05/08/19-7:00 p.m.-Warren District VFD
- 05/09/19-4:00 p.m.-Upshur County Safe Sites & Structures Enforcement Board
- 05/09/19-4:00 p.m. -Buckhannon Upshur Airport Authority
- 05/09/19-7:30 p.m.-Buckhannon VFD
- 05/09/19-3:00 p.m.-Upshur County Conventions & Visitors Bureau
- 05/09/19-10:00 a.m.-Adrian PSD
- 05/13/19-12:00 p.m.-Upshur County Family Resource Network
- 05/13/19-4:30 p.m.-Upshur County Solid Waste Authority
- 05/13/19-5:30 p.m.-Buckhannon-Upshur Recreational Park Advisory Board
- 05/14/19-7:30 p.m.-Adrian VFD
- 05/15/19-7:00 a.m.-Upshur County Development Authority – Full Board
- 05/15/19-4:00 p.m.-Upshur County Public Library Board
- 05/15/19-12:00 p.m.-Lewis Upshur LEPC --- Upshur location
- 05/15/19-6:00 p.m.-Upshur County Citizens Corp – CERT
- 05/16/19-2:00 p.m.-Upshur County Farmland Protection Board
- 05/19/19-6:00 p.m.-Washington District VFD
- 05/20/19-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
- 05/21/19-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development Council
- 05/21/19-6:30 p.m.-Upshur County Fire Board, Inc.
- 05/22/19-10:00 a.m.-James W. Curry Advisory Board
- 05/27/19-6:00 p.m.-Upshur County Fire Fighters Association
- 05/28/19-5:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
- 06/04/19-5:30 p.m.-Elkins Road PSD
- 06/04/19-4:00 p.m.-Hodgesville PSD
- 06/06/19-7:00 p.m.-Banks District VFD
- 06/06/19-7:00 p.m.-Selbyville VFD
- 06/14/19-11:00 a.m.-Region VI Local Elected Officials – Taylor County
- 07/08/19-6:00 p.m.-Lewis-Upshur Community Corrections Board-Upshur County
- TBD-6:00 p.m.-Buckhannon-Upshur Board of Health

3. Appointments Needed or Upcoming: (none)

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

The Commission approved all Vacation Orders.

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

- John E. Davidson—First Annual Settlement
- Charles Vergil Helmick—Final Settlement Waiver

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- Zana Lee Hinkle—Final Settlement Waiver
- Arden E. Hissam—Final Settlement Waiver
- Paul Milton Stadelman—Final Settlement Waiver

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

- Teresa Mackey—Tkt. #308322—Exoneration \$112.96

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.