

UPSHUR COUNTY COMMISSION MEETING

June 7, 2018

The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, June 7, 2018 at 9:00 a.m. Sam Nolte called the meeting to order. Present were Sam Nolte, Commissioner; Terry Cutright, Commissioner; Carrie Wallace, Upshur County Administrator; Tabatha Perry, Assistant County Administrator; and Prissilla Peggs, Secretary. Troy A. Brady, III, 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 Terry Cutright seconded by Sam Nolte, the Commission approved the regular meeting minutes of May 24, 2018 as submitted.

After discussion, on motion by Terry Cutright seconded by Sam Nolte, the Commission tabled any decisions regarding the properties owned by Thomas Moates, Todd Spencer Walter Gould, and Frank Kelley due to not having correspondence back from Captain Benson, DNR Law Enforcement representative.

The Commission reviewed information submitted by Isaiah Wooten, Upshur County FFA Vice-President requesting financial contribution to help facilitate the feeder calf and school farm project. The Commission agreed this request should be considered personally instead of as a Commission. The request died due to lack of a motion

After discussion, on motion by Terry Cutright seconded by Sam Nolte, the Commission approved a request from Patricia L. Adams, Chairman of the Upshur County Republican Executive Committee, to use the Courthouse Plaza on Wednesday, June 20, 2018 to celebrate West Virginia's Birthday with cake and drinks. (copy included)

After discussion, on motion by Terry Cutright seconded by Sam Nolte, the Commission approved and authorized the President to sign the "Assignment of Agreement" acknowledging the Aerial Photography and Orthophotography Services and License Agreement, dated March 10, 2016, with Blue Mountain Inc. will transfer to the Thrasher Group Inc. Vice President of Blue Mountain, Inc., Doug Six, announced the company sold substantially all of its assets to the Thrasher Group, Inc. a WV corporation. Carrie Wallace, Upshur County Administrator noted that Blue Mountain was by far the lowest bidder when this project was awarded and that all agencies have been pleased with the quality of service and materials received from Blue Mountain Inc. (copy included)

After discussion, on motion by Terry Cutright seconded by Sam Nolte, the Commission approved and authorized the President to sign a Letter of Support for the City of Buckhannon's Abandoned Mine Lands (AML) Pilot Program Grant Application to extend the Elizabeth J. "Binky" Poundstone River Walk. (copy included)

After discussion, on motion by Terry Cutright seconded by Sam Nolte, the Commission approved and authorized the President to sign the "Schedule for ServiceElite Acquired from an IBM Business Partner" in the amount of \$11,995.03. This hardware and software maintenance contract period with IBM begins May 8, 2018 and ends on May 7, 2021. (copy included)

After discussion, on motion by Terry Cutright seconded by Sam Nolte, the Commission approved and authorized the President to sign the 2018 Application and Schedule for Excess Loss Insurance with Gerber Life Insurance Company, Plan Sponsor Disclosure Statement and Contract Addenda, effective July 1, 2018 through June 30, 2019. (copy included)

After discussion, on motion by Terry Cutright seconded by Sam Nolte, the Commission approved and authorized the President to sign the Service Agreement between EBSO, Inc. and the Upshur County Commission, effective July 1, 2018. (copy included).

After discussion, on motion by Terry Cutright seconded by Sam Nolte, the Commission approved and authorized the President to sign the Service Agreement between MedTrak Services, LLC. and the Upshur County Commission, effective July 1, 2018. (copy included)

After discussion, on motion by Terry Cutright seconded by Sam Nolte, the Commission approved and authorized the President to sign Valley Business Systems Service Contract renewal for a machine located at the Upshur County Youth Camp. Annual charges amount to \$180 and the terms of service are effective June 1, 2018 through May 31, 2019. Coverage includes parts, labor, mileage, inspections and consumable supplies not excluded. (copy included)

After discussion, on motion by Terry Cutright seconded by Sam Nolte, the Commission approved the James W. Curry Public Library and Park Operational Budget for period July 1, 2018 through June 30, 2019. (copy included)

After discussion, on motion by Terry Cutright seconded by Sam Nolte, the Commission approved the reinstatement of employment of James Lough, Jr. as a part-time case aide for the 26th Judicial Circuit Community Corrections Day Report Center Lewis County office, effective June 11, 2018 at the rate of \$10.00 per hour. Mr. Lough will work up to 19.5 hours per week. (copy included)

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After discussion, on motion by Terry Cutright seconded by Troy A. Brady, the Commission approved the resignation of Amanda Marteney, Buckhannon-Upshur Recreational Facility concession stand worker, effective immediately and further approved the seasonal employment of Chloe Moran as concession stand worker effective June 8, 2018, at the rate of \$8.75 an hour, pending receipt of all required documentation, including submission of her food handler's card.

Kristy Stewart, Incoming Director for the Upshur County Literacy Volunteers and Rachel Strawder, AmeriCorps VISTA came before the Commission to review services offered to the community and requested assistance in locating office space. Ms. Stewart has contacted several businesses and individuals regarding their need for office space. The Commission provided leads for Ms. Stewart to contact and thanked her for the services they offer the community.

April Pierson Keating, representative from Mountain Lakes Preservation Alliance, came before the Commission to discuss the pipeline construction concerns/issues in our area and presented photographs of the construction process taken within Upshur County. Robert Orndorff, Dominion Representative, explained the pipeline construction process and provided statistics concerning local workers currently on the job site. Commissioners were invited to visit the sites at a future date.

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

1. Correspondence from Fred Hess, CPA, Quality Control Manager, Chief Inspector Division of the Office of the State Auditor, enclosing the report on applying agreed-upon procedures of the Upshur County Magistrate Court for the period ending December 31, 2017. Report is available for public review in the Upshur County Commission Office.
2. Correspondence from Sarah A. Perkinson, on behalf of Robert Orndorff for the Atlantic Coast Pipeline, making a contribution in the amount of \$5,000 to support the Upshur County Communications Center upgrades project.
3. Correspondence from William R. Valentino, General Counsel for the WV Regional Jail and Correctional Facility Authority regarding changes to county and municipal eligibility to receive funds from the Jail Operations Partial Reimbursement Fund.
4. Upshur County Building Permits – May 2018
5. Newsletters and/or Event Notifications:
 - Bonnie's Bus-June 8th from 7 a.m. to 3 p.m.-Community Care of Weston
 - Family Connections Family Socials-June 14th and July 16th from 11 a.m. to 1 p.m. at the Stockert Youth Center
 - Kid's Pop Up Farmers Market-11:30 a.m. on June 15th at WV Wesleyan Fountain-Sponsored by WVU Family Nutrition Program
6. Agendas and/or Notice of Meetings:
 - Upshur-Buckhannon Board of Health-June 4, 2018
 - Robert C. Byrd Corridor H Highway Authority-June 4, 2018
 - Elkins Road PSD-June 5, 2018
 - City Council of Buckhannon-June 7, 2018
 - Buckhannon-Upshur Airport Authority-June 7, 2018
7. Meeting Minutes:
 - Robert C. Byrd Corridor H Authority-March 5, 2018
 - James W. Curry Library/Park Advisory Board-April 25, 2018
8. Meetings:
 - 06/05/18-4:00 p.m.-Hodgesville PSD
 - 06/07/18-7:00 p.m.-Banks District VFD
 - 06/07/18-7:00 p.m.-Selbyville VFD
 - 06/11/18-12:00 p.m.-Upshur County Family Resource Network
 - 06/11/18-4:30 p.m.-Upshur County Solid Waste Authority – CANCELLED
 - 06/11/18-5:30 p.m.-Buckhannon-Upshur Recreational Park Advisory Board
 - 06/11/18-6:00 p.m.-Lewis-Upshur Community Corrections Board-Upshur County
 - 06/12/18-7:30 p.m.-Adrian VFD
 - 06/13/18-12:00 p.m.-Upshur County Senior Center Board
 - 06/13/18-6:00 p.m.-Upshur County Citizens Corp – CERT
 - 06/13/18-7:30 p.m.-Warren District VFD
 - 06/13/18-3:00 p.m.-Tennerton PSD
 - TBD-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development Council
 - 06/13/18-7:00 p.m.-Ellamore VFD
 - 06/13/18-7:00 p.m.-Buckhannon River Watershed Association - Board of Directors
 - 06/14/18-10:00 a.m.-Adrian PSD
 - 06/14/18-3:00 p.m.-Upshur County Conventions & Visitors Bureau

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- 06/14/18-4:00 p.m.-Upshur County Safe Sites & Structures Ordinance Board
- 06/14/18-4:00 p.m.-Buckhannon Upshur Airport Authority
- 06/14/18-7:30 p.m.-Buckhannon VFD
- 06/17/18-6:00 p.m.-Washington District VFD
- 06/18/18-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
- 06/18/18-4:30 p.m.-Upshur County Solid Waste Authority – Special Meeting
- 06/18/18-5:00 p.m.-Elkins Road PSD – Special Budget Meeting
- 06/19/18-4:00 p.m.-Upshur County Public Library Board
- 06/19/18-5:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
- 06/19/18-6:30 p.m.-Upshur County Fire Board, Inc.
- 06/20/18-12:00 p.m.-Lewis Upshur LEPC --- Upshur location
- 06/20/18-7:00 a.m.-Upshur County Development Authority – Executive Board
- 06/21/18-2:00 p.m.-Upshur County Farmland Protection Board
- 06/21/18-6:30 p.m.-Upshur County Youth Camp Board – Selbyville
- 06/25/18-10:00 a.m.-Mountain CAP of WV, Inc. a CDC
- 06/25/18-6:00 p.m.-Upshur County Fire Fighters Association
- 06/27/18-10:00 a.m.-James W. Curry Advisory Board
- 07/09/18-5:30 p.m.-Elkins Road PSD
- 07/12/18-6:00 p.m.-Buckhannon-Upshur Board of Health

9. 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):

- Nathaniel Wayne Beckner—Second Annual Settlement
- Wolfgang Hubert Flor—Final Settlement Waiver
- Robert Thomas Hemingway—Final Settlement Waiver
- Russell M. Hinchman—Final Settlement
- Richard J. Kind—Final Settlement
- Jean Smith Marks—Final Settlement Waiver
- David Lee Post—Final Settlement Waiver
- BillieJo NMN Tenney—Final Settlement Waiver
- Howard Dale Simmons—Final Settlement Waiver
- Veva L. Smith—Final Settlement

The Commission approved the following “Exonerations and/or Refunds” (copies included):

- Terry W. or Heather Trayer—#4271—\$193.26
- Terry W. or Heather Trayer —#4272—\$123.72
- Jennifer D. Fluke or Paul Eric Fluke—#4273—\$1,756.00

Brian Gaudet appeared before the Commission and discussed new requirements that have been set forth when issuing a U.S. Passport. After reviewing the current procedures, he has determined these additional requirements will pose an unreasonable burden upon his office which would require the hiring of an additional Deputy Clerk. Based upon this information, Mr. Gaudet has decided his office will no longer be offering these services effective, July 1, 2018.

With no further business, on motion by Terry Cutright seconded by Sam Nolte, the Commission meeting adjourned at 12:00 p.m.