

UPSHUR COUNTY COMMISSION MEETING

September 6, 2018

The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, September 6, 2018 at 9:00 a.m. Sam Nolte called the meeting to order. Present were Sam Nolte, Commissioner; Terry Cutright, Commissioner; Carrie Wallace, County Administrator and Jacqueline Dinklocker, Secretary. Troy Brady, Commissioner; was not in attendance. 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 August 30, 2018 as submitted.

Sam Nolte reviewed scheduled appointments and agenda items.

The Commission discussed property owned by Clarence and Dorothy Rowan located in Union Tax District – Tax Map 9E – Parcel Number 22.8 which was referred to the Commission for action by the Upshur County Safe Structures and Sites Enforcement Board (case #121417-01). Carrie Wallace advised that according to the SS&S Board, clean up progress has been made. The Commission reviewed photos which were taken by Bobby Hawkins on a site visit. After discussion, on motion by Terry Cutright, seconded by Sam Nolte the Commission approved a 30-day extension to bring the property into full compliance with the Ordinance.

After discussion, on motion by Terry Cutright, seconded by Sam Nolte the Commission approved and authorized the President to sign the Request for Release of Funds and Certification for the Elkins Road PSD Phase III Waterline Extension Project (copy included).

After discussion, on motion by Terry Cutright, seconded by Sam Nolte the Commission approved and authorized the President to sign the Prevention Resource Officer Agreement between the Upshur County Board of Education, the Upshur County Sheriff's Office and the Upshur County Commission (copy included). This agreement is for fiscal year 2018-2019 to have a Deputy Sheriff serve as Prevention Resource Officer at the Buckhannon-Upshur High School.

After discussion, on motion by Terry Cutright, seconded by Sam Nolte the Commission approved and authorized the President to sign the Addendum to Prevention Resource Officer Agreement for Fiscal Year 2018-2019 Canine Officer (copy included). This agreement will supplement the above referenced Prevention Resource Officer Agreement and allow for the PRO to be in possession of a male Labrador Retriever/German Shorthaired Pointer fully trained in narcotics detection and obedience to be utilized at the Buckhannon-Upshur High School. The agreement will be reviewed by the Board of Education for their approval.

After discussion, on motion by Terry Cutright, seconded by Sam Nolte the Commission approved a change of employment status of Loretta L. Koone, groundskeeper, to be changed from "seasonal" to "part-time", as requested by Greg Harris, Facilities Director. The status change will allow her to work part-time year-round as needed and become effective November 25, 2018. Ms. Koone will continue to receive \$10 an hour and work no more than 29.5 hours per week. Ms. Koone's current temporary position was approved to continue through September or October, depending on the weather.

Per request from Doyle R. Cutright, Upshur County Emergency Communications Center Director, on motion by Terry Cutright, seconded by Sam Nolte the Commission approved the reinstatement of employment of Stephanie M. Jack as full-time E-911 Communications Center Supervisor and to make an exception to the advertisement requirement for appointment procedures per the Appointment Procedure Policy within the Employee Handbook of Personnel Guidelines. Ms. Jack's certifications are current and valid. Ms. Jack's hourly rate of pay will be reinstated at \$12.50, effective September 9, 2018.

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

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1. Correspondence from State Auditor John B. McCuskey providing notice of the 2018 State Auditor's Training Seminar for County and Municipal Boards and Authorities.
2. Newsletters and/or Event Notifications:
 - Spread the Love Peanut Butter Drive benefitting the Parish House-September 10th-15th
 - Buckhannon Truck Fest-September 14th and 15th at the City of Buckhannon Public Safety Complex
 - Upshur County Children's Festival-September 15th from 10 am to 2 pm at the Stockert Youth Center
3. Agendas and/or Notice of Meetings:
 - Elkins Road PSD-September 4, 2018
 - City Council of Buckhannon-September 6, 2018
4. Meeting Minutes: (none)
 - 09/04/18-5:30 p.m.-Elkins Road PSD
 - 09/04/18-4:00 p.m.-Hodgesville PSD
 - 09/06/18-6:00 p.m.-Buckhannon-Upshur Board of Health
 - 09/06/18-7:00 p.m.-Banks District VFD
 - 09/06/18-7:00 p.m.-Selbyville VFD
 - 09/10/18-12:00 p.m.-Upshur County Family Resource Network
 - 09/10/18-4:30 p.m.-Upshur County Solid Waste Authority
 - 09/10/18-5:30 p.m.-Buckhannon-Upshur Recreational Park Advisory Board
 - 09/10/18-6:00 p.m.-Lewis-Upshur Community Corrections Board-Upshur County
 - 09/11/18-7:30 p.m.-Adrian VFD
 - 09/12/18-12:00 p.m.-Upshur County Senior Center Board
 - 09/12/18-3:00 p.m.-Tennerton PSD
 - 09/12/18-6:00 p.m.-Upshur County Citizens Corp – CERT
 - 09/12/18-7:00 p.m.-Ellamore VFD
 - 09/12/18-7:00 p.m.-Buckhannon River Watershed Association--Board of Directors
 - 09/12/18-7:30 p.m.-Warren District VFD
 - 09/13/18-10:00 a.m.-Adrian PSD
 - 09/13/18-3:00 p.m.-Upshur County Conventions & Visitors Bureau
 - 09/13/18-4:00 p.m.-Upshur County Safe Sites & Structures Enforcement Board
 - 09/13/18-7:30 p.m.-Buckhannon VFD
 - 09/13/18-4:00 p.m.-Buckhannon Upshur Airport Authority
 - 09/16/18-6:00 p.m.-Washington District VFD
 - 09/17/18-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
 - 09/18/18-4:00 p.m.-Upshur County Public Library Board
 - 09/18/18-6:30 p.m.-Upshur County Fire Board, Inc.
 - 09/18/18-5:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
 - 09/19/18-7:00 a.m.-Upshur County Development Authority – Full Board
 - 09/19/18-12:00 p.m.-Lewis Upshur LEPC --- Lewis location
 - 09/20/18-2:00 p.m.-Upshur County Farmland Protection Board
 - 09/20/18-6:30 p.m.-Upshur County Youth Camp Board – Selbyville

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- 09/24/18-6:00 p.m.-Upshur County Fire Fighters Association
 - 09/26/18-10:00 a.m.-James W. Curry Advisory Board
 - 10/23/18-12:00 p.m.-Region VII Planning & Development Council
 - TBD-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development Council
5. Appointments Needed or Upcoming:
- Upshur County Public Library Board (unexpired term June 30, 2019)
Commission Appointment

Tabled Items

1. Discuss property owned by Thomas Moates located in Warren Tax District – Tax Map 6C – Parcel Number 41 (*last extension was approved during April 5th meeting*)-no action
2. Discussion and/or action regarding the scheduling of a hearing for the removal of Michael E. Vest as Administrator of the Estate of Ernest Junior Vest, deceased-no action
3. Discuss Animal Outreach Project's request for funds from the spay/neuter account to serve as a match for their grant award – no action, wait to hear from Lewis County

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

The Commission approved all Vacation Orders.

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

- Patricia Beth Dean— Fourth Annual Settlement
- Susan J. Osborn — First Annual Settlement

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

- Brian Shreves—September 25, 2018

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

- Jacqueline B. Ware-Tkt #308584 -Exoneration Order
- Tristen T. Gray -Tkt #11586-Exoneration Order
- Tristen T. Gray-Tkt #11491 -Exoneration Order
- Tristen T. Gray-Tkt #11553 -Exoneration Order
- Robert M. Jr. or Connie Lewis-Tkt #06772 -Exoneration Order
- John Maurice Jr. or Cynthia A. Bowman-Tkt #0500000202S -Exoneration Order

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

- Washington District-Map 7 Parcel 7 blended with Map 7 Parcel 10 to make Map 7 Parcel 7-owner- Leann Rice
- Washington District- Map 6H Parcel 44 blended with Map 6H Parcel 44.3, Map 6H Parcel 44.4 and Map 6H Parcel 44.5 to make Map 6H Parcel 44 -owner Hans Joseph Straight

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 Sam Nolte, the Commission meeting adjourned at 11:30 a.m.