

# UPSHUR COUNTY COMMISSION MEETING

## April 12, 2018

The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, April 12, 2018 at 9:00 a.m. Sam Nolte called the meeting to order. Present were Sam Nolte, Commissioner; Troy A. Brady, Commissioner; Terry Cutright, Commissioner; Carrie Wallace, Upshur County Administrator; Tabatha Perry, Assistant County Administrator; Carol Smith, Upshur County Clerk; Jacqueline Dinklocker, Secretary; and Prisilla Peggs, 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 Troy A. Brady seconded by Terry Cutright, the Commission approved the regular meeting minutes of April 5, 2018 as submitted.

Sam Nolte reviewed scheduled appointments and agenda items.

Carrie Wallace, Upshur County Administrator advised the bid packets for Repairs to the Senior Center parking lot will be available at the Administrative Office and on the website at [www.upshurcounty.org](http://www.upshurcounty.org).

Carol Smith, Upshur County Clerk advised that Sample Ballots can now be viewed on-line at the [www.upshurcounty.org](http://www.upshurcounty.org) under the County Clerks tab.

After discussion, on motion by Troy A. Brady seconded by Terry Cutright, the Commission approved the resignation of Edwin Beer from the Safe Structures and Sites Enforcement Board, effective immediately (copy included).

After discussion, on motion by Terry Cutright seconded by Troy A. Brady, the Commission approved and authorized the President to sign WV Courthouse Facilities Improvement Authority Fund – 14<sup>th</sup> Cycle – Grant Number 14cycUpshu2017 Project Completion Report and request for reimbursement in the amount of \$87,331.15.

Carrie Wallace, Upshur County Administrator, announced that applications for the position of Pool Director and Concession Stand Manger for the upcoming season are due tomorrow.

Shawn Tucker, Upshur County Youth Soccer Association representative, discussed the Wellness Complex property and provided a conceptual drawing of the future development plans. Mr. Tucker requested the Commissions assistance with purchasing an aerial model in the amount \$1,200.00 that will help with the planning and engineering to correct issues of flooding and ponding of the property. Carrie Wallace advised that funds are available in the Wellness Complex budget. Mr. Tucker will be overseeing the engineering and ways to elevate the grounds to help fix the fields for over 230 kids to be able to enjoy. Last year the grounds were under water most of the spring and couldn't be used as planned. After discussion, on motion by Terry Cutright seconded by Troy A. Brady, the Commission approved to purchase the aerial data. The Commission commended Mr. Tucker for his work on this project.

Sam Nolte reviewed the following “For Your Information” items:

1. Correspondence from Clayton J. Fitzsimmons with the Fitzsimmons Law Firm PLLC providing an update regarding the opioid epidemic lawsuit.
2. Correspondence from Tabatha R. Perry, Assistant County Administrator, to Thomas Moates regarding his property located in Warren Tax District – Tax Map 6C – Parcel Number 4. During the regularly scheduled Commission Meeting conducted on April 5, 2018, the Commission moved to grant Mr. Moates a sixty day extension to bring the property into full compliance with the Ordinance.
3. Correspondence from Tabatha R. Perry, Assistant Administrator, to Todd Spencer Walter Gould regarding his property located in Washington Tax District – Tax Map 7J – Parcel Number 11. During the regularly scheduled Commission Meeting conducted on April 5,

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2018, the Commission moved to grant Mr. Gould a sixty day extension to bring the property into full compliance with the Ordinance.

4. Correspondence from Tabatha R. Perry, Assistant Administrator, to Frank Kelley regarding his property located in Washington Tax District – Tax Map 7J – Parcel Number 11.1. During the regularly scheduled Commission Meeting conducted on April 5, 2018, the Commission moved to grant Mr. Kelley a sixty day extension to bring the property into full compliance with the Ordinance.
5. Upshur County Building Permits for the month of March 2018
6. Newsletters and/or Event Notifications:
7. Agendas and/or Notice of Meetings:
  - Upshur County Family Resource Network-April 9, 2018
  - Buckhannon-Upshur Parks and Recreation Advisory Board -April 9, 2018
  - Upshur County Senior Center-April 11, 2018
  - Upshur County Safe Structures and Sites Enforcement Board-April 12, 2018
  - Buckhannon-Upshur Chamber of Commerce-April 16, 2018
  - Upshur County Fire Board, Inc.-April 17, 2018
8. Meeting Minutes: (none)
  - Upshur Citizen Corp Council- January 10, 2018
  - Elkins Road PSD-March 6, 2018
  - Buckhannon-Upshur Parks and Recreation Advisory Board- March 12, 2018
  - Upshur County Solid Waste Authority- March 12, 2018
9. Meetings:
  - 04/09/18-12:00 p.m.-Upshur County Family Resource Network
  - 04/09/18-4:30 p.m.-Upshur County Solid Waste Authority
  - 04/09/18-5:30 p.m.-Buckhannon-Upshur Recreational Park Advisory Board County
  - 04/10/18-7:30 p.m.-Adrian VFD
  - 04/11/18-12:00 p.m.-Upshur County Senior Center Board
  - 04/11/18-3:00 p.m.-Tennerton PSD
  - 04/11/18-6:00 p.m.-Upshur County Citizens Corp – CERT
  - 04/11/18-7:00 p.m.-Ellamore VFD
  - 04/11/18-7:00 p.m.-Buckhannon River Watershed Association-Board of Directors
  - 04/11/18-7:30 p.m.-Warren District VFD
  - 04/12/18-10:00 a.m.-Adrian PSD
  - 04/12/18-3:00 p.m.-Upshur County Conventions & Visitors Bureau
  - 04/12/18-4:00 p.m.-Upshur County Safe Sites & Structures Ordinance Board
  - 04/12/18-4:00 p.m.-Buckhannon Upshur Airport Authority
  - 04/12/18-7:30 p.m.-Buckhannon VFD
  - 04/15/18-6:00 p.m.-Washington District VFD
  - 04/16/18-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
  - 04/17/18-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development Council
  - 04/17/18-5:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
  - 04/17/18-6:30 p.m.-Upshur County Fire Board, Inc.
  - 04/18/18-7:00 a.m.-Upshur County Development Authority–Executive Board

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- 04/18/18-12:00 p.m.-Lewis Upshur LEPC --- Upshur location
- 04/19/18-2:00 p.m.-Upshur County Farmland Protection Board – CANCELLED
- 04/19/18-6:30 p.m.-Upshur County Youth Camp Board – Selbyville
- 04/25/18-10:00 a.m.-James W. Curry Advisory Board
- 04/30/18 -6:00 p.m.-Upshur County Fire Fighters Association
- 05/01/18-5:30 p.m.-Elkins Road PSD
- 05/01/18-4:00 p.m.-Hodgesville PSD
- 05/03/18-7:00 p.m.-Banks District VFD
- 05/03/18-7:00 p.m.-Selbyville VFD
- 05/03/18-6:00 p.m.-Buckhannon-Upshur Board of Health
- 05/07/18-6:00 p.m.-Lewis-Upshur Community Corrections Board-Lewis
- 05/09/18-4:00 p.m.-Upshur County Public Library Board -- Special Meeting
- 05/17/18-2:00 p.m.-Upshur County Farmland Protection Board

10. 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):

- Irene Strader Andrew—Final Settlement Waiver
- Jayne B. Carson—Final Settlement Waiver
- Naomi Margaret Perry—Final Settlement Waiver
- Earl Rhodes—Final Settlement Waiver
- Mary Ann Sharp—Final Settlement Waiver

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

- Stacie Wentz—April 17, 2018

The Commission reviewed agenda items for future meetings, received project updates and discussed administrative business items.

With no further business, on motion by Troy A. Brady seconded by Terry Cutright, the Commission meeting adjourned at 11:45 a.m.