

# UPSHUR COUNTY COMMISSION MEETING

## May 23, 2019

The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, May 23, 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 16, 2019 as submitted.

After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved and authorized the President to sign the EBSO Employee Health Reimbursement Plan Amendment #4, effective July 1, 2019.

After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved the "Request for Proposals" for the Upshur County Former Jail Facility Project funded by the WV Courthouse Facilities Improvement Authority as submitted (copy included). All sealed bids must be received no later than 4:00 p.m. Tuesday, June 25, 2019. Sealed bids will be opened, reviewed and read aloud by the Upshur County Commission at 9:15 a.m. on June 27, 2019.

After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved the resignation of Jerry R. Lewis as Upshur County Community Corrections Case Manager, effective June 30, 2019.

Tabatha Perry reviewed the process for the selection of the winning applicants for the James W. Curry Scholarship Award. Two Scholarships are awarded each year in the amount of \$2000 over a two-year period, \$1000 per year for each. The scholarships are provided through an endowment from the James W. Curry Library and Park Scholarship Fund. Tabatha Perry advised that the applications have had all personal identifying information obscured to ensure anonymity of applicants before being seen by the Commissioners. Ms. Perry stated that 17 applications were received, of which only 12 qualified with complete information. At 9:05 a.m. on motion by Kristie Tenney, seconded by Terry Cutright, the Commission entered executive session to review the applications. Present were Sam Nolte, Terry Cutright, Kristie Tenney, Carol Smith, Upshur County Clerk; Administrator; Tabatha Perry. The Commission returned to open session at 9:22 a.m. No decisions were made in executive session.

Sam Nolte advised to continue with the 9:15 a. m. scheduled appointment before further discussion on the Curry Scholarships.

Carrie Wallace provided a review/update concerning the Lewis and Upshur County COPS Camera Surveillance Project. Emiel Butcher "Butch", President of Micrologic Inc. appeared before the Commission and provided a review of the changes that have been requested by the Lewis and Upshur Boards of Education which will result in a funding change from \$412,200 to a total of \$452,653. Ms. Wallace advised that the changes will need to be approved by grant providers. After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved and authorized the President to sign the change order.

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The Commissioners continued discussion concerning the Curry Scholarship awards. Each commissioner marked their decision for the 2 winners on a slip of paper and gave it to Tabatha Perry to tally. Terry Cutright will announce the winners, Tayler Sisk and Kayla Hurst at the Buckhannon-Upshur High School awards ceremony this evening. Media representatives were requested to withhold this information until after the awards ceremony.

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

1. Public Service Commission of West Virginia Corrective Order increasing the wireless enhanced 911 fee from \$3.34 to \$3.86 per month, per subscriber, effective July 1, 2019.
2. Correspondence from Ora L. Ash, Deputy State Auditor for the Office of the State Auditor Local Government Services, announcing this year's In-Service Training Seminar location and times. According to WV Code §7-7-2, each official and, at his or her option, one or more of his or her employees shall participate in the program established by the State Auditor.
3. Upshur County Sheriff's Financial Statement for Period Ending April 2019
4. Public Notices:
  - a. Newsletters and/or Event Notifications:
  - b. Agendas and/or Notice of Meetings:
    - Special Session of City Council of Buckhannon-May 23, 2019
    - Elkins Road PSD
  - c. Buckhannon-Upshur Parks and Recreation Advisory Board-June 10, 2019  
Meeting Minutes:
    - Upshur County Solid Waste Authority-April 8, 2019
    - Adrian PSD-April 11, 2019
  - d. Meetings:
    - 05/21/19-6:30 p.m.-Upshur County Fire Board, Inc.
    - 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
    - 06/10/19-12:00 p.m.-Upshur County Family Resource Network
    - 06/10/19-4:30 p.m.-Upshur County Solid Waste Authority
    - 06/10/19-5:30 p.m.-Buckhannon-Upshur Recreational Park Advisory Board
    - 06/11/19-7:30 p.m.-Adrian VFD
    - 06/11/19-6:00 p.m.-Buckhannon-Upshur Board of Health
    - 06/12/19-12:00 p.m.-Upshur County Senior Center Board
    - 06/12/19-6:00 p.m.-Buckhannon River Watershed Association - WVWC
    - 06/12/19-7:00 p.m.-Warren District VFD
    - 06/12/19-7:00 p.m.-Ellamore VFD 06/12/19-3:00 p.m.-Tennerton PSD
    - 06/13/19-10:00 a.m.-Adrian PSD
    - 06/13/19-3:00 p.m.-Upshur County Conventions & Visitors Bureau
    - 06/13/19-4:00 p.m.-Upshur County Safe Sites & Structures Enforcement Board
    - 06/13/19-7:30 p.m.-Buckhannon VFD

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- 06/13/19-4:00 p.m. -Buckhannon Upshur Airport Authority
- 06/14/19-11:00 a.m.-Region VI Local Elected Officials – Taylor County
- 06/16/19-6:00 p.m.-Washington District VFD
- 06/17/19-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
- 06/18/19-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development Council 06/19/19-4:00 p.m.-Upshur County Public Library Board
- 06/19/19-7:00 a.m.-Upshur County Development Authority – Executive Board
- 06/19/19-12:00 p.m.-Lewis Upshur LEPC --- Lewis location
- 06/19/19-6:00 p.m.-Upshur County Citizens Corp – CERT
- 06/20/19-2:00 p.m.-Upshur County Farmland Protection Board
- 06/20/19-6:30 p.m. -Upshur County Youth Camp Board
- 06/24/19-10:00 a.m.-Mountain CAP of WV, Inc., a CDC
- 06/27/19-0:00 a.m.-James W. Curry Advisory Board
- 07/08/19-6:00 p.m.-Lewis-Upshur Community Corrections Board-Upshur County

5. Appointments Needed or Upcoming:

- a. Buckhannon-Upshur Parks and Recreation Advisory Board (7/1/19 – 6/30/2021 County Rep.)

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

The Commission approved all Vacation Orders.

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.