

# UPSHUR COUNTY COMMISSION MEETING

## July 25, 2019

The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, July 25, 2019 at 9:00 a.m. Sam Nolte called the meeting to order. Present were Sam Nolte, Commission President; Kristie Tenney, Commissioner; Terry Cutright, Commissioner; Carol Smith, County Clerk; Carrie Wallace, County Administrator; Tabatha Perry, Assistant Administrator 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.

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 July 18, 2019 as submitted.

After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved the request from Craig Presar, WVU Extension Agent, on behalf of the Upshur County Community Education Outreach Service (CEOS) for the use of the Courthouse Plaza to hold their annual mini fair on Friday, September 6, 2019 from 8:00 am to 3:00 pm. (copy included). A copy of the Certificate of Liability Insurance has been received.

Dr. Joseph Reed appeared before the Commission and provided information and data concerning the Fourth Annual Green Bean and Volunteerism Weekend, August 8-10, 2019 (copies included). Green Bean Weekend/Green Bean Stroll is a fundraising event for the purpose of providing the Parish House with nutritious vegetables to help alleviate hunger in Upshur County. The event will take place at the RiverWalk and is an acknowledgement of volunteerism/volunteers to which the success of activities and events is attributed. After discussion, on motion by Kristie Tenney, seconded by Terry Cutright, the Commission approved and authorized the President to sign the "Green Bean Weekend 2019" proclamation. (copy included)

Dr. Joseph Reed and Tim Higgins on behalf of the Upshur County Tobacco Prevention Coalition discussed ways to promote avoidance and cessation of use by employees of the Commission. Mr. Higgins provided recent statistics and visuals to help understand the dynamics and increasing dangers of Tobacco and vaper usage over other dangerous epidemics. (copy included)

After discussion, on motion by Kristie Tenney, seconded by Terry Cutright, the Commission approved and authorized the President to sign the General Contract of Services between the Upshur County Commission and Day Trippin Adventures, LLC. for services to be provided to the Buckhannon-Upshur Parks and Recreation Advisory Board on September 7, 2019. The Board plans to host a Community Float event and will pay for these services utilizing accumulated fundraising money. (copy included)

After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved the reappointment of Phil Loftis to the Buckhannon-Upshur Airport Authority. Mr. Loftis' new term will expire June 30, 2022. (copy included)

After discussion, on motion by Kristie Tenney, seconded by Terry Cutright, the Commission approved the Upshur County Employee Handbook of Personnel Guidelines current revision, dated July 25, 2019. The Policy Board unanimously voted to approve the revision during their regularly scheduled meeting on July 18, 2019. (copy included)

After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved the resignation of Deputy William T. Chidester effective August 2, 2019.

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After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved the resignation of Jim and Faith Wilson as counselors for the 26<sup>th</sup> Judicial Circuit Drug Court and Community Corrections, effective July 31, 2019. (copy included)

Sam Nolte reviewed the following "For Your Information" items: (copies included)

1. Correspondence from Janella L. Cochran, LUACF Director, to the City of Buckhannon, announcing her resignation from the Animal Care & Control Commission in her capacity as the LUACF Director, effective immediately.
2. WV Ethics Commission training opportunity - Wednesday, August 21<sup>st</sup> beginning at 10:30 a.m. at the RETI Training Center in Sutton
3. Upshur County Sheriff's Settlement, Reconciliation of Cash and Commission - Fiscal Year ending June 30, 2019
4. Upshur County Sheriff's Financial Statement for Period Ending - June 2019
5. Upshur County E911 Communication Reports - June 2019
  - Monthly Call Summary Report
  - Monthly Department Summary Report
  - Monthly and YTD Wrecker Report
6. NACo Prescription Drug Discount Card Program breakdown from 2015 to April 2019
7. Public Notices:
  - a. Newsletters and/or Event Notifications:
    - Buckhannon-Upshur Parks & Recreation Advisory Board - Community Float - September 7, 2019 from 8:00 a.m. to 3:00 p.m.
  - b. Agendas and/or Notice of Meetings:
    - Buckhannon-Upshur Parks & Recreation Advisory Board July 22, 2019
    - Elkins Road PSD August 6, 2019
  - c. Meeting Minutes:
    - James W. Curry Library/Park Advisory Board April 24, 2019
    - Buckhannon-Upshur Parks & Recreation Advisory Board May 13, 2019
    - James W. Curry Library/Park Advisory Board May 22, 2019
    - Upshur County Public Library Board June 25, 2019
    - Upshur County Public Library Board of Trustees July 17, 2019
  - d. Meetings:
    - 07/29/19-6:00 p.m.-Upshur County Fire Fighters Association
    - 08/01/19-7:00 p.m.-Banks District VFD
    - 08/01/19-7:00 p.m.-Selbyville VFD
    - 08/05/19-6:00 p.m.-Lewis-Upshur Community Corrections Board-Lewis County
    - 08/06/19-4:00 p.m.-Hodgesville PSD
    - 08/06/19-5:30 p.m.-Elkins Road PSD
    - 08/08/19-10:00 a.m.-Adrian PSD
    - 08/08/19-3:00 p.m.-Upshur County Conventions & Visitors Bureau
    - 08/08/19-4:00 p.m.-Upshur County Safe Sites & Structures Enforcement Board
    - 08/08/19-4:00 p.m.-Buckhannon Upshur Airport Authority
    - 08/08/19-7:30 p.m.-Buckhannon VFD
    - 08/12/19-12:00 p.m.- Upshur County Family Resource Network
    - 08/12/19-4:30 p.m.-Upshur County Solid Waste Authority

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- 08/12/19-5:30 p.m.-Buckhannon-Upshur Recreational Park Advisory Board
  - 08/13/19-7:30 p.m.-Adrian VFD
  - 08/14/19-12:00 p.m.-Upshur County Senior Center Board
  - 08/14/19-3:00 p.m.-Tennerton PSD
  - 08/14/19-6:00 p.m.-Buckhannon River Watershed Association - WVWC
  - 08/14/19-7:00 p.m.-Warren District VFD
  - 08/14/19-7:00 p.m.-Ellamore VFD
  - 08/15/19-7:00 a.m.-Upshur County Development Authority – Full Board
  - 08/15/19-2:00 p.m.-Upshur County Farmland Protection Board
  - 08/15/19-6:30 p.m.-Upshur County Youth Camp Board
  - 08/18/19-6:00 p.m.-Washington District VFD
  - 08/19/19-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
  - 08/20/19-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development Council
  - 08/20/19-6:30 p.m.-Upshur County Fire Board, Inc.
  - 08/21/19-7:00 a.m.-Upshur County Development Authority – Annual Meeting
  - 08/21/19-12:00 p.m.-Lewis Upshur LEPC --- Upshur location
  - 08/21/19-4:00 p.m.-Upshur County Public Library Board
  - 08/21/19-6:00 p.m.-Upshur County Citizens Corp – CERT
  - 08/26/19-10:00 a.m.-Mountain CAP of WV, Inc., a CDC
  - 08/27/19-5:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
  - 08/28/19-10:00 a.m.-James W. Curry Advisory Board
  - 09/05/19-6:00 p.m.-Buckhannon-Upshur Board of Health
  - 09/13/19-11:00 a.m.-Region VI Local Elected Officials
8. Appointments Needed or Upcoming:
- a. Buckhannon-Upshur Parks and Recreation Advisory Board (7/1/19 – 6/30/2021 City Rep.)
  - b. Upshur County Library Board (7/1/19-6/20/24 Board of Education)
  - c. Buckhannon-Upshur Airport Authority (7/1/19-6/3/22 City Rep.)

The Commission approved all Invoices for Payment. (copies included)

The Commission approved all Vacation Orders.

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

- Donald L. Brown - Final Settlement
- M. Lucille Fidler - Final Settlement
- Oliver Lee Kelley - Final Settlement Waiver
- Pamela Linger - Final Settlement Waiver
- John V. McGrew, Jr. - Final Settlement Waiver
- Donna Lynn Saddler - Final Settlement Waiver

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

- James J. Evans or Peggy M. Bucklin - #300000064S - \$120.98 -Exoneration Order
- Nancy H. Crossett - #27695 - \$175.12 - Exoneration Order
- Thomas L. Davis - #27853 - \$175.12 - Exoneration Order

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- Phyllis A. Veith - #5149 - \$746.54- Exoneration Order
- Harlan C. Miller & Michael J. Ash- #21309 - \$167.94 -Exoneration Order
- Todd & Melissa Ross - #4395 - \$435.00 - Exoneration Order
- Jeffery L. Giannone - #308673 - \$74.34 - Exoneration Order
- Sharanda Heater - #200000085S - \$2.10- Exoneration Order
- Christine's Hot Spot Lounge, LLC - #302573 - \$47.64 - Exoneration Order
- Hayward J. Godfrey - #28121 - \$113.48 - Exoneration Order
- Nancy Groves - #300262 - \$58.58- Exoneration Order
- Ryan A. or Christina Hines - #301568 - \$351.46 - Exoneration Order
- Doyle W. & Pamela R. Tenney - #17736 - \$72.50 - Correction Order
- Thomas A. & Rita C. Rice - #17142 - \$283.70- Exoneration Order
- Dale F. Riggs C/O Leona Mae - #21821 - \$120.66 - Exoneration Order
- Gregory Riggs - #21823 - \$51.66 - Exoneration Order
- Gregory Riggs - #22010 - \$51.31- Exoneration Order
- Dale F. Riggs C/O Leona Mae Davis - #22009 - \$119.96 - Exoneration Order

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

- Corporation District-blend Map 8 Parcel 59 with Map 8 Parcel 58 and Map 8 Parcel 57 to make Map 8 Parcel 57-Owners, WV Wesleyan College
- Warren District-blend Map 7E Parcel 47 with Map 7E Parcel 47.3 and Map 7E Parcel 47.6 to make Map 7E Parcel 47-Owners, Donald W. & Louise A. McClure

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 1:00 p.m.