

UPSHUR COUNTY COMMISSION MEETING

August 22, 2019

The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, August 22, 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; Carrie Wallace, County Administrator; and Prissilla 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 Terry Cutright, seconded by Kristie Tenney, the Commission approved the regular meeting minutes of August 15, 2019 as submitted.

After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved and authorized the President to sign the Grant Agreement for the Airport Improvement Program (AIP) Project No. 3-54-0039-033-2019 Contract Agreement, Resolution, Certifications and Standard Conditions and Assurances. The grant is in the sum of \$152,723 to be used to reimburse the Airport Authority for a portion of the cost incurred for the construction of two (2) 100' x 100' box hangars at the Upshur County Regional Airport. (copy included)

After discussion, on motion by Kristie Tenney, seconded by Terry Cutright, the Commission approved the request from Sheriff David H. Coffman to hire a temporary certified law enforcement officer(s) to fill in as needed for the department until a full-time officer is hired. The individual(s) will work no more than 40 hours per week and personnel costs will be covered within the approved FY20 law enforcement budget. (copy included)

After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved to table the hearing upon the Petition/Complaint of the Upshur County Safe Sites and Structures Enforcement Agency - Chapman Case Number 101118-01 (Warren Tax District - Tax Map 6B - Parcel Number 11) until after the case has closed in Magistrate Court referencing this location.

After discussion, on motion by Kristie Tenney, seconded by Terry Cutright, the Commission approved the 2019-2020 maintenance levels from Software Systems, Inc. This maintenance includes program updates, telephone support and time spent performing data conversions and other on-site tasks depending upon which level is requested for each system. (copy included)

After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved authorized the President to sign the Letter of Support for the City of Buckhannon Water Department's WV Department of Health and Human Resources - Bureau for Public Health's 2019-2020 Local Source Water Protection Grant Application for the purpose of developing an early warning monitoring system on the Buckhannon River. (copy included)

After discussion, on motion by Kristie Tenney, seconded by Terry Cutright, the Commission approved the date and time for Trick or Treat in the County for Thursday, October 31, 2019 from 6:00 p.m. to 8:00 p.m. and the City will run from 6:00 p.m. to 7:30 p.m.

Tim Higgins and Dr. Reed on behalf of the Upshur County Tobacco Prevention Coalition appeared before the Commission to request the Upshur County Commission to make all outside space owned or under control of the Commission to be tobacco smoke and vape free. After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved for signage to be placed on County buildings and offices that recommend no smoking or vaping in the area but deny the prohibiting of smoking in Commission owned and controlled properties. (copy included)

After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved the request by Pastor J. Edward McDaniels to use the Courthouse steps/plaza for a county wide worship service and walk on Sunday, September 15, 2019 from 3:00 p.m. until 5:00 p.m. A Certificate of Liability Insurance was provided. (copy included)

After discussion, on motion by Kristie Tenney, seconded by Terry Cutright, the Commission approved the request from the Upshur County Youth Camp Board for the dog warden's truck when it is replaced. The Board will return the truck they are currently using to the Commission.

After discussion, on motion by Kristie Tenney, seconded by Terry Cutright, the Commission approved the resignation of Levi Heatherly, effective August 5, 2019, as announced by Doyle R. Cutright, Director, Upshur County Emergency Communications Center.

After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved adding an additional part-time Court Security Officer to implement entrance security on the Courthouse and Annex campus by October 1, 2019 as recommended by the Court Security Advisory Board by representative Chair, Magistrate Michael Coffman. (copy included)

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

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1. Correspondence from Allen R. Mock, Chief Medical Examiner for the State of WV, announcing appointment of Kenneth Brian Shreves as a County Medical Examiner (CoME) for Upshur County, WV.
2. Public Notices:
 - a. Newsletters and/or Event Notifications:
 - Family Connections Family Socials – August 26th, September 30th, and October 28th at 11:30 a.m. at the Stockert Youth Community Center (SYCC)
 - Community Calendar of Events for the B-U Community for August 20, 2019- November 11, 2019.
 - b. Agendas and/or Notice of Meetings:
 - Upshur County Fire Board, Inc. August 20, 2019
 - Upshur County Upshur Library August 21, 2019
 - Lewis/Upshur LEPC August 21, 2019
 - c. Meeting Minutes:
 - Region VII Planning and Development Council April 22, 2019
 - Adrian PSD July 11, 2019
 - Upshur County Senior Center Board of Directors July 10, 2019
 - Upshur County Youth Camp Board July 18, 2019
 - d. Meetings:
 - 07/29/19-6:00 p.m.-Upshur County Fire Fighters Association-Selbyville
 - 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
 - 08/12/19-5:30 p.m.-Buckhannon-Upshur Recreational Park Advisory Board-Cancelled
 - 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
 - 08/19/19-5:30 p.m.-Buckhannon-Upshur Recreational Park Advisory Board
 - 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
3. Appointments Needed or Upcoming:

None

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

The Commission approved all Vacation Orders. (copies included)

The Commission approved the following "Settlements" (as listed):

- Marsha Ann Ash - Final Settlement Waiver
- Ray Barr - Final Settlement Waiver
- Rose M. Foster - Final Settlement Waiver
- Raymond Edwin Phillips - Final Settlement Waiver
- Mary Ellen Rowan - Final Settlement Waiver
- Edwin Steward Smith, III - Final Settlement Waiver

The Commission approved the following "Requests to Attend Meeting" (copies included):

- Stacie Wentz - 8/30/2019

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

- Deborah Wilson TR of the Deborah Wilson Trust - #5360 - \$333.07 - Exoneration Order
- Deborah Wilson TR of the Deborah Wilson Trust - #5359 - \$160.24 - Correction Order
- Kevin R. & Robert J. Strader - #4880 - \$170.05 - Exoneration Order
- James D. & Jennifer L. White - #5280 - \$290.35 - Exoneration Order
- Bennett Stephanie A. or Bennett Charles Keith - #500000026S - \$235.89 - Exoneration Order
- Moss Family LLC Diane Card - #29317 - \$13,813.12 - Exoneration Order
- Nicholas B. Burch - #200000296S - \$194.90 - Refund Order
- Anthony Paul Petrella - #306546 - \$298.40 – Exoneration Order

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 Kristie Tenney the Commission meeting adjourned at 2:30 p.m.