UPSHUR COUNTY COMMISSION MEETING
July 02, 2015

The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, July 02, 2015, at 9:00 a.m. JC Raffety called the meeting to order. There were present JC Raffety, Commissioner; Troy A. Brady, Commissioner: Terry Cutright, Commissioner; Carrie L. Wallace, County Administrator; Tabatha R. Perry, Assistant County 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.

After reading of the minutes, on motion by Terry Cutright, seconded by Troy A. Brady, the Commission approved the regular meeting minutes of June 25, 2015, as submitted.

After discussion, on motion by JC Raffety, with no second, the motion to approve Steve Abel to fill the vacant position on the Upshur County Civil Service Board set to expire on 12-31-2017 died due to lack of second. (Note: Commissioner Cutright recused himself from the vote due personal relationship)

After discussion, on motion by Terry Cutright seconded by Troy A. Brady, the Commission approved the employment of Debora Barnes as temporary part time Deputy Assessor per request from Donald Rice, Assessor. The requested salary was adjusted to the rate of $22.00 per hour per agreement between Mr. Rice and Ms. Barnes. Ms. Barnes will work not more than 25 hours per week with her salary to be paid out of revaluation. Effective date of employment is July 13, 2015.

Jerry Kimble, West Virginia Classic Wheels Car Club member, provided a review of events and activities on July 24 and 25. The (4th Annual) "Blast from the Past" proceeds will benefit the distribution of car seats and smoke detectors for newborns at St. Joseph's Hospital. After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved a donation in the amount of $250 and 10 (ten) one day pool passes to the Buckhannon Upshur Recreational Park Pool to be used for fund raising (copy included).

After discussion, on motion by Terry Cutright, seconded by Troy Brady, the Commission approved and authorized the President to sign the Inspection Agreement with Brewer and Company of WV, Inc. at the annual sum of $1,600 for fire protection for the premises of the Upshur County Emergency 911 (copy included).

Carrie Wallace requested to defer action on Agenda Item #5 until after the 10:15 a.m. meeting with Shelia Adams, Chief Tax Deputy.

JC Raffety reviewed the following "For Your Information" items (copies included):

1. Correspondence from Robert L. Pennington, P.E., Deputy State Highways Engineer-Programming and Planning, enclosing Statewide Transportation Improvement Plan listing of proposed amendments to the approved 2014-2019 STIP
2. Correspondence from Steven D. Canterbury, Chairperson, WV Court Security Board, informing Upshur County Commission the Court Security Fund Grant in the amount of $2,360 has been approved for the purpose of enhancing the county's court security
3. Upshur County Tobacco Prevention Coalition-"*The Toll of Tobacco in West Virginia"* article.
4. Upshur County Family Resource Network Newsletter—July 2015
5. Upshur County Family Resource Network Director's Report—June 2015
6. Agendas and/or Notice of Meetings:
    - Elkins Road Public Service District—June 23, 2015
    - Buckhannon City Council—July 2, 2015
    - Family Resource Network—July 13, 2015
    - Upshur County Solid Waste Authority—July 13, 2015
7. Meeting Minutes:
    - James W. Curry Library and Park Advisory Board—April 22, 2015
    - James W. Curry Library and Park Advisory Board—May 27, 2015
    - Upshur County Family Resource Network—June 8, 2015
8. Meetings:
    - 07/02/15-7:00 p.m.-Banks District VFD
    - 07/02/15-7:00 p.m.-Selbyville VFD
    - 07/07/15-6:00 p.m.-Hodgesville PSD
    - 07/07/15-5:30 p.m.-Elkins Road PSD
    - 07/08/15-12:00 p.m.-Upshur County Senior Center Board
    - 07/15/15-1:30 p.m.-Upshur County Conventions & Visitors Bureau–UCDA Office
    - 07/08/15-6:00 p.m.-Upshur County Citizens Corp-CERT
    - 07/08/15-7:00 p.m.-Warren District VFD
    - 07/09/15-1:00 p.m.-Adrian PSD
    - 07/09/15-3:00 p.m.-Tennerton PSD
    - 07/09/15-4:30 p.m.-Upshur County Safe Sites & Structures Ordinance Board

- 07/09/15-7:30 p.m.-Buckhannon VFD
- 07/09/15-4:00 p.m.-B-U Airport Authority–meeting held at Airport
- 07/13/15-12:00 p.m.-Upshur County Family Resource Network
- 07/13/15-4:30 p.m.-Upshur County Solid Waste Authority
- 07/13/15-6:00 p.m.-B-U Recreational Park Advisory Board
- 07/13/15-6:00 p.m.-Lewis-Upshur Community Corrections Board
- 07/01/15-6:00 p.m.-Buckhannon River Watershed Association
- 07/21/15-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development
- 07/14/15-7:00 p.m.-Adrian VFD
- 07/15/15-7:00 p.m.-Ellamore VFD
- 07/15/15-12:00 p.m.-Lewis Upshur LEPC—Lewis location
- 07/16/15-6:30 p.m.-Upshur County Youth Camp Board
- 07/07/15-6:30 p.m.-Upshur County Fire Board—Special Meeting
- 07/21/15-6:30 p.m.-Upshur County Fire Board—Cancelled
- 07/15/15-7:00 a.m.-Upshur County Development Authority–Exec. Board
- 07/19/15-6:00 p.m.-Washington District VFD
- 07/20/15-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
- 07/21/15-5:00 p.m.-Upshur County EETAB
- 07/21/15-4:00 p.m.-Upshur County Public Library Board
- 07/23/15-4:00 p.m.-Upshur County Farmland Protection Board
- 07/22/15-10:00 a.m.-James W. Curry Advisory Board
- TBA-6:00 p.m.- Upshur County Fire Fighters Association
- 08/05/15-12:00 p.m.-Upshur County Development Authority Annual Meeting-Event Center Brushy Fork

9. Appointments Needed or Upcoming:
    - Upshur County Safe Structures and Sites Board (Vacant Position-6-30-14)-Community
    - Upshur County Enhanced Emergency Telephone Advisory Board (Vacant Position-6-30-13)-Community
    - Upshur County Civil Service Board (Vacant Position-12-31-13)-Commission
    - B-U Recreational Park Advisory Board (Vacant Position-06-30-16)-Commission
    - B-U Board of Health (Vacant Position-6-30-15)-Commission
    - Upshur County Fire Board (Vacant Position-6-30-15)-Fire Association Representative
    - Upshur County Youth Camp Board (5-31-15-Thanna Wentz)
    - Upshur County Youth Camp Board (5-31-15-Craig Presar)
    - Upshur County Solid Waste Authority (6-30-15 Jacqueline McDaniels)-Public Service Commission
    - Upshur County Public Service Districts (7-31-15-Elmer Tenney)-Tennerton PSD
    - B-U Recreational Park Advisory Board (6-30-15-Callie Sams)-City
    - B-U Recreational Park Advisory Board (6-30-15-Tappan Squires)-City
    - B-U Recreational Park Advisory Board (6-30-15-Carl “Robbie” Martin)-Board of Education
    - B-U Recreational Park Advisory Board (6-30-15-Christine Bennett)-Commission
    - Upshur County Library Board (6-30-15-Mary Ann Crites)-Board of Education
    - B-U Airport Authority (6-30-15-Richard Clemens)-City of Buckhannon
    - Upshur County Convention and Visitor’s Bureau-Commission
    - Upshur County Convention and Visitor’s Bureau-Chamber of Commerce

The Commission approved all invoices for payment (copies included)

The Commission approved all Vacation Orders.

Dirk Burnside did not appear for his 9:45 a.m. appointment to discuss the parking lot at the Emergency Medical Services (EMS) location. The meeting will be rescheduled to a future agenda.

The Commission recessed at 9:47 a.m.

The Commission reconvened at 10:00 a.m.

Shane Zimmerman, Emergency Site Protection, LLC representative, appeared before the Commission to formally introduce Emergency Site Protection, LLC as a new business in Upshur County. Mr. Zimmerman assured that his company does not wish to compete with Upshur County EMS but wishes to compliment and work with them. Mr. Zimmerman requested Upshur County Commission to recognize ESP as an emergency service provider and allow ESP access to the SIREN radio system. This does not commit them into a binding contract. Mr. Zimmerman further requested 911 to activate their services in the event that they are specifically requested and to activate their services if UCEMS is unavailable (typically after 7 minutes).

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Steve Linger, E911 Communications Center Director inquired about the company's availability for back-up Services for the UCEMS. JC Raffety advised that a Mutual Aid Agreement would require planning and requested Carrie Wallace to set up a meeting with concerned parties.

Sheila Adams, Chief Tax Deputy, appeared before the Commission, concerning her pending resignation. Ms. Adams expressed her pride of service and accomplishments over her 18.5 years of service and commended former and present employers and co-workers. After discussion, on motion by Terry Cutright, seconded by Troy A. Brady, the Commission entered executive session at 10:27 a.m. per WV Code §6-9A-4. Present were JC Rafferty, Troy A. Brady, Terry Cutright, Carrie Wallace, Tabatha Perry, Sheila Adams and David Coffman. The Commission returned to open session at 10:40 a.m. No decisions were made in executive session.

After discussion, on motion by Terry Cutright, seconded by Troy A. Brady, the Commission approved the Resignation of Sheila Adams, contingent on a $1,000 per month retainer for a period of 5 to 6 months to be split between the Sheriff's Tax Office salary line and the General County Fund for the purpose of training Ms. Adams' successor. Ms. Adams effective date for her resignation is July 20, 2015, however she has agreed to work on a contractual basis through November or December. The Commission also approved the advertisement/job posting for the position of Chief Deputy. Applications and resumes will be due by the close of business on Monday, July 13, 2015 (copy included).

The Commission approved the following Settlements:

- Thelma Gae Brown-Final Settlement
- John Harvey Fenney-Final Settlement
- William Coy Friend-Final Settlement
- Kent Jason Fultineer-Final Settlement
- Clyde Hinchman-Final Settlement
- Franklin N. Malcolm-Final Settlement
- Glen D. McCartney-Final Settlement
- Leonard Zurh Nolan-Final Settlement
- Billy Lee Robinson, Jr. -Final Settlement
- Wanda M. Smith-Final Settlement
- Mary Frances Snyder-Final Settlement
- Nancy Jane Tenney-Final Settlement

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

- Chester D. Cutright--#3599--Corrected Ticket
- Maria J. Adams--#3600--Corrected Ticket
- Delmar and Alice Light--#3601-- Corrected Ticket
- Maria J. Adams--#3602--Corrected Ticket
- Cassia L and Larry C. Alderman--#3603--Corrected Ticket
- Florida Street LLC--#3604--Corrected Ticket
- Lynn S. and Cindy Blankenship--#3605--Corrected Ticket
- Robert L. Stackpole--#3606--Corrected Ticket
- Central Towing Service and Salvage--#3607--Corrected Ticket
- Cynthia S. and Gregory W. Phillips--#3608--Corrected Ticket
- Brenda L. and Farrell L. Smallridge--#3609--Corrected Ticket
- Robert M. and Carla Rogers (Roberts)--#3610--Corrected Ticket
- Katina S. Loudin--#3611--Corrected Ticket
- Fredrick V. or Katharine Antolini--#3612--Corrected Ticket
- Kyle R. and Lindsay Clevenger--#3613--Corrected Ticket
- Jessie Marsh--#3614--Corrected Ticket
- Ralph Mark and Tia L. Harper--#3615--Corrected Ticket
- Martin L. and Freda Rohr--#3616--Corrected Ticket

With no further business, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission adjourned at 10:50 a.m.