

UPSHUR COUNTY COMMISSION MEETING

October 11, 2018

The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, October 11, 2018 at 9:00 a.m. Sam Nolte called the meeting to order. Present were Sam Nolte, Commission President; Troy Brady, Commissioner; Terry Cutright, Commissioner; Carol Smith, Upshur County Clerk; Carrie Wallace, County 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.

After discussion, on motion by Terry Cutright, seconded by Troy Brady, the Commission approved the regular meeting minutes of October 4, 2018 as submitted.

At 9:05 a.m., Sam Nolte opened a public hearing for the first reading of suggested revisions to the Upshur County Ordinance Imposing an Occupancy Tax on Hotels Located in Upshur County, WV, Which Are Not Located within the Corporation Limits of the City of Buckhannon, previously adopted on August 9, 2001 and amended on November 29, 2007. Carrie Wallace advised that the changes to the Ordinance included the change of address for the administrative offices of the Upshur County Commission and payment will be due by the 15th day of the month...succeeding the month in which the tax accrued..., Tabatha Perry provided the reading. No objections were voiced. Copies of the amendments to the Ordinance are on file in the Upshur County Administrative offices and online at www.upshurcounty.org. On motion by Troy Brady seconded by Terry Cutright, the Commission approved the first reading of the revisions.

Sam Nolte reviewed scheduled appointments and agenda items.

After discussion, on motion by Terry Cutright, seconded by Troy Brady, the Commission approved the response to 2018 SB 625 Report Survey for West Virginia County Governments from the WV State Fire Marshal (copy included).

After discussion, on motion by Troy Brady seconded by Terry Cutright, the Commission approved a request from Lori Ulderich Harvey, Upshur County Family Resource Network Director and on behalf of the Tobacco Prevention Coalition, to place a table in the Upshur County Courthouse Annex foyer during the month of November for the Great American Smokeout (copy included).

After discussion, on motion by Terry Cutright, seconded by Troy Brady, the Commission approved and authorized the President to sign the annual renewal of the Memorandum of Understanding between the Upshur County Commission and the Administrative Office of the Supreme Court of Appeals of WV regarding the arrangements essential to maintaining Family Court facilities in Upshur County (copy included). Commencing July 1, 2018, the Commission shall invoice the Court for an amount not to exceed \$706.50 per month, which is equivalent to \$6 per square foot.

After discussion, on motion by Terry Cutright, seconded by Troy Brady, the Commission approved Tina Phillips as Upshur Animal Control Facility volunteer.

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

1. Correspondence from Carrie L. Wallace, County Administrator, to Rick Harlow, President of the Upshur County Firefighter's Association responding to his request for clarification with regards to the Fire Service Fee.
2. Upshur County E911 Communication Reports --- September 2018
 - Monthly Call Summary Report
 - Monthly Department Summary Report
 - Monthly and YTD Wrecker Report
3. Lewis-Upshur Animal Control Facility Cat Report for the month of September 2018
4. Adrian Public Service District 2018-2019 budget

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5. Newsletters and/or Event Notifications:
 - James W. Curry Public Library and Park Staff Report and Upcoming Events for October 2018
 - Breastfeeding Basics Class at Davis Memorial Hospital on Saturday, October 27th from 10 a.m. to 12 p.m.
6. Agendas and/or Notice of Meetings:
 - Upshur County Family Resource Network-October 8, 2018
 - Upshur County Senior Center-October 10, 2018
 - Buckhannon-Upshur Airport Authority-October 11, 2018
 - Upshur County Safe Structures and Sites Enforcement Board-October 11, 2018
 - Buckhannon-Upshur Chamber of Commerce-October 15, 2018
7. Meeting Minutes:
 - Upshur-Buckhannon Board of Health-July 12, 2018
 - James W. Curry Library/Park-July 25, 2018
 - Buckhannon-Upshur Parks and Recreation Advisory Board-August 13, 2018
 - James W. Curry Library/Park-August 22, 2018
8. Meetings:
 - 10/02/18-5:30 p.m.-Elkins Road PSD
 - 10/02/18-4:00 p.m.-Hodgesville PSD
 - 10/04/18-7:00 p.m.-Banks District VFD
 - 10/04/18-7:00 p.m.-Selbyville VFD
 - 10/08/18-12:00 p.m.-Upshur County Family Resource Network
 - 10/08/18-4:30 p.m.-Upshur County Solid Waste Authority - CANCELLED
 - 10/09/18-7:30 p.m.-Adrian VFD
 - 10/10/18-12:00 p.m.- Upshur County Senior Center Board
 - 10/10/18-6:00 p.m.-Upshur County Citizens Corp – CERT
 - 10/10/18-7:00 p.m.-Ellamore VFD
 - 10/10/18-7:30 p.m.-Warren District VFD
 - 10/10/18-3:00 p.m.-Tennerton PSD
 - 10/10/18-6:00 p.m.-Buckhannon River Watershed Association-Board of Directors
 - 10/11/18-3:00 p.m.-Upshur County Conventions & Visitors Bureau
 - 10/11/18-4:00 p.m.-Upshur County Safe Sites & Structures Enforcement Board
 - 10/11/18-7:30 p.m.-Buckhannon VFD
 - 10/11/18-10:00 a.m.-Adrian PSD
 - 10/11/18-4:00 p.m. -Buckhannon Upshur Airport Authority
 - 10/15/18-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
 - 10/15/18-6:00 p.m.-Lewis-Upshur Community Corrections Board-Lewis County
 - 10/16/18-4:00 p.m.-Upshur County Public Library Board – CANCELLED
 - 10/16/18-6:30 p.m.-Upshur County Fire Board, Inc.
 - 10/16/18-5:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
 - 10/17/18-7:00 a.m.-Upshur County Development Authority – Executive Board
 - 10/17/18-12:00 p.m.-Lewis Upshur LEPC --- Upshur location
 - 10/18/18-2:00 p.m.-Upshur County Farmland Protection Board

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- 10/18/18-6:30 p.m. -Upshur County Youth Camp Board – Selbyville
- 10/21/18-6:00 p.m.-Washington District VFD
- 10/22/18 -6:00 p.m.-Upshur County Fire Fighters Association
- 10/22/18-12:00 p.m.-Region VII Planning & Development Council
- 10/22/18-10:00 a.m.-Mountain CAP of WV, Inc. a CDC
- 10/23/18-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development Council
- 10/24/18-4:00 p.m.-Upshur County Public Library Board – Special Meeting
- 10/24/18-10:00 a.m.-James W. Curry Advisory Board
- 11/01/18-6:00 p.m.-Buckhannon-Upshur Board of Health
- 11/05/18-5:30 p.m.-Buckhannon-Upshur Recreational Park Advisory
- 11/12/18-5:30 p.m.-Buckhannon-Upshur Recreational Park Advisory Board-CANCELLED

9. Appointments Needed or Upcoming:

- Upshur County Enhanced Emergency Telephone Advisory Board – (June 30, 2021 Fire Service Provider Representative)

Tabled Items

1. Discuss property owned by Thomas Moates located in Warren Tax District – Tax Map 6C – Parcel Number 41 (*last extension was approved during April 5th meeting*-Tabatha Perry advised that a dumpster is due to be placed on site on Monday.

Representatives from Upshur County and Lewis County Boards of Education, Sheriffs, Departments and Lewis County Commission, appeared before the Commission to acknowledge receipt of grant award from the U.S. Department of Justice office of Community Oriented Policing Services (COPS) in the amount of \$309,150 under the 2018 COPS STOP School Violence: School Violence Prevention Program (SVPP). (Copy of correspondence included) This is a joint initiative of the Upshur County Commission, Lewis County Commission, Lewis County Schools, and Upshur County Schools. Grant funds will be used for the purchase and installation of 500 surveillance cameras which will be placed in all Upshur and Lewis County schools and monitored in real time. Upshur and Lewis County Schools, Superintendents, Dr. Sara Stankus and Dr. Robin Lewis, conveyed appreciation for the joint cooperation of Upshur and Lewis County school and county administrators in the application process.

Tennerton Lions Club representative, Frank Becker, appeared before the Commission to present a donation in the amount of \$300 for the benefit of the Stockert Youth Center. Director Deborah Brockelman received the check.

At 10:00 a.m. Sam Nolte opened a public hearing concerning suggested revisions to the Upshur County 9-1-1 Addressing and Mapping Ordinance previously adopted on September 18, 2003 and amended on February 8, 2007. Carrie Wallace provided the second reading of the amended ordinance. Terri Jo Bennett, UC Addressing and Mapping Coordinator advised that the amended Ordinance does not provide for any procedural changes, just cleans up and clarifies language. Carrie Wallace advised that additional typographical corrections were made after the first reading and today is the last day to make any changes. No objections were voiced. The final reading of the amended ordinance will take place on October 25, 2018 at which time the adoption of the revised ordinance will be considered. No further changes can be made during this meeting. Copies of the amendments to the Ordinance are on file in the Upshur County Administrative offices and online at www.upshurcounty.org. After discussion, on motion by Terry Cutright seconded by Troy Brady, the

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Commission approved the second reading of the revisions to the Upshur County 9-1-1 Addressing and Mapping Ordinance.

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

The Commission approved all Vacation Orders.

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

- Lola J. Ice—Final Settlement Waiver
- Wilbur E. Ice—Final Settlement Waiver
- Victor R. Newman—Fourth Annual Settlement
- Patricia Ann Miller Trust—Sixth Annual Settlement
- Ted C. Wolfe—Final Settlement Waiver

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

- Carrie L. Wallace—October 25, 2018
- Tabatha R. Perry—October 25, 2018

The Commission approved the following “Correction/Exoneration Orders”: (copies included)

- Mandy L. Landis or Thomas R, Byus-Tkt. #700000137S -Exoneration Order
- Icecrown LLC Zuls USA, LLC-Tkt. #302899-Exoneration Order
- Roger D. or Rachael A. Adkins - #300000241S-Exoneration Order
- Dustin Pringle-Tkt. #1306511-Exoneration Order
- Bryan F. or Theresa A. Samples-Tkt. #302295-Exoneration Order

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

- Meade District-Map 5R Parcel 17.9 blended with Map 5R Parcel 17.10 to make Map 5R Parcel 17.9-owner- Jack Russell

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

The Commission recessed at 11:30 a.m.

The Commission reconvened at 2:00 p.m. at the Administrative Annex. Joe Stanton, Thornburg Insurance Agency representative joined *via* GoToMeeting (teleconference) to review and discuss medical insurance premiums, comparison with other markets and the historic rate when reflected against the current census. On motion by Terry Cutright seconded by Troy Brady, the Commission entered executive session. Present were Sam Nolte, Troy Brady, Terry Cutright, Carol Smith, Carrie Wallace, Tabatha Perry and Joe Stanton. The Commission returned to open session, at 2:30 p.m. No decisions were made in executive session.

With no further business, on motion by Troy Brady seconded by Terry Cutright, the Commission meeting adjourned at 2:30 p.m.