

UPSHUR COUNTY COMMISSION MEETING

March 21, 2019

The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, March 21, 2019 at 9:00 a.m. Sam Nolte called the meeting to order. Present were Sam Nolte, Commission President; Kristie Tenney, Commissioner; Carol Smith, Upshur County Clerk; Carrie Wallace, Administrator; Tabatha Perry, Assistant Administrator and Prisilla Peggs, Secretary. Terry Cutright, Commissioner; was not present. 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 Kristie Tenney, seconded by Sam Nolte, the Commission approved the regular meeting minutes of March 14, 2019 as submitted.

Sam Nolte advised that he has received multiple complaints about road conditions on Brushy Fork Road. Carrie Wallace added that Governor Jim Justice has requested correspondence from the DOH within 72 hours, listing secondary roads in need of repair in progression from the worst. After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved and authorized to compile a letter to the WVDOH. In addition, for the sake of expediency, Commissioner Nolte also requested for staff to call the DOH to let them know about the complaints.

Carrie Wallace reviewed the Independent Contractor Affidavit which will be used by the Addressing and Mapping office since the Workers Compensation letter previously provided from the State Tax Dept. will no longer be issued. After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved the use of the Independent Contractor Affidavit (copy included).

The Commission reviewed correspondence from Jack L. Reger, on behalf of the B-UHS Class of 1976, requesting permission to place a "Memorial Bench" at the Upshur County Pool in honor of Tappan William Squires (copy included). After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved the request. All costs associated with the construction and placement of the bench will be covered by Tappan's close friends and acquaintances.

The Commission reviewed correspondence from Jack L. Reger, on behalf of the B-UHS Class of 1976, seeking permission to utilize the Upshur County Pool on June 1, 2019 from 9 a.m. to 11 a.m. for a fundraiser for the Splash Williams' Scholarship Fund in memory and honor of Tappan Williams Squires (copy included). After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved the request.

The Commission reviewed correspondence from Kirsten Coit-Fetty and Jennifer K. Bennett, on behalf of the Splashers Buckhannon Swim Club, requesting use of the Upshur County Pool for swim practice and home swim meets during the 2019 pool season. A Certificate of Insurance will be provided, and the Club is able to pay \$50 for each home meet to cover the expense of a lifeguard (copy included). After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved the request. Payment will be made after July 11th upon receipt of an invoice from the Office of the Upshur County Commission.

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The Commission reviewed correspondence from the Lewis-Upshur Animal Control Facility in conjunction with Claws & Whiskers Rescue Foundation, requesting a donation to be utilized to fill purses or be used as a silent auction item (copy included). After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved a donation of 10 (ten) one-day individual pool passes to the Upshur County Pool.

After review, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved the BU Recreational Park Facilities Director job description (copy included).

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

1. Correspondence from Governor Jim Justice announcing the Records Management and Preservation Board grant award in the amount of ten thousand seven hundred thirty-seven dollars (\$10,737) to provide improvements for the offices of the Upshur County Assessor and Circuit Clerk.
2. Federal Aviation Administration Outlay Request Number 4 in the amount of sixty-eight thousand six hundred eighty-eight dollars (\$68,688) for the Airport Improvement Program Project No. 3-54-0039032-2018 at the Upshur County Regional Airport in Buckhannon, WV.
3. Statewide Transportation Improvement Program (STIP) FFY 2016-2021 Program Amendment #25 dated March 8, 2019.
4. Upshur County Safe Structures and Sites Enforcement Board Petition for Order --- Case Number 10111801 (Warren Tax District – Tax Map 6B – Parcel Number 11)
5. Hodgesville PSD Operating Budget for July 1, 2018 through June 30, 2019
6. Upshur County Sheriff's Financial Statement for period ending February 2019
7. Lewis-Upshur Animal Control Facility Adoption Financial Transactions – February 2019
8. Public Notices:
 - a. Newsletters and/or Event Notifications:
 - April Make It Shine Cleanups
 - 2019 April Hydrant Flushings
 - 5th Annual Claw & Whiskers Benefit Bingo-April 14th at 12:30 p.m.
 - b. Agendas and/or Notice of Meetings:
 - Upshur County Public Library-March 20, 2019
 - City Council of Buckhannon -March 21, 2019
 - c. Meeting Minutes:
 - Upshur County Safe Structures and Sites Enforcement Board-February 11, 2019
 - d. Meetings:
 - 03/04/19-6:00 p.m.-Lewis-Upshur Community Corrections Board-Lewis County
 - 03/07/19-6:00 p.m.-Buckhannon-Upshur Board of Health
 - 03/07/19-7:00 p.m.-Banks District VFD
 - 03/07/19-7:00 p.m.-Selbyville VFD
 - 03/11/19-12:00 p.m.-Upshur County Family Resource Network
 - 03/11/19-5:30 p.m.-Buckhannon-Upshur Recreational Park Advisory Board
 - 03/12/19-7:30 p.m.-Adrian VFD

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- 03/13/19-12:00 p.m.-Upshur County Senior Center Board
- 03/13/19-7:00 p.m.-Warren District VFD
- 03/13/19-3:00 p.m.-Tennerton PSD
- 03/13/19-6:00 p.m.-Buckhannon River Watershed Association - WVWC
- 03/13/19-7:00 p.m.-Ellamore VFD
- 03/14/19-10:00 a.m.-Adrian PSD
- 03/14/19-3:00 p.m.-Upshur County Conventions & Visitors Bureau
- 03/14/19-4:00 p.m.-Upshur County Safe Sites & Structures Enforcement Board
- 03/14/19-7:30 p.m.-Buckhannon VFD
- 03/14/19-4:00 p.m. -Buckhannon Upshur Airport Authority
- 03/15/19-11:00 a.m.-Region VI Local Elected Officials – Lewis Count
- 03/17/19-6:00 p.m.-Washington District VFD
- 03/18/19-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
- 03/19/19-6:30 p.m.-Upshur County Fire Board, Inc.
- 03/20/19-7:00 a.m.-Upshur County Development Authority – Full Board
- 03/20/19-12:00 p.m.-Lewis Upshur LEPC --- Upshur location
- 03/20/19-4:00 p.m.-Upshur County Public Library Board
- 03/20/19-6:00 p.m.-Upshur County Citizens Corp – CERT
- 03/21/19-6:30 p.m. -Upshur County Youth Camp Board – WVU Extension Office
- 03/21/19-2:00 p.m.-Upshur County Farmland Protection Board
- 03/25/19 -6:00 p.m.-Upshur County Fire Fighters Association
- 03/26/19-12:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
- 03/27/19-10:00 a.m.-James W. Curry Advisory Board
- 04/02/19-4:00 p.m.-Hodgesville PSD
- 04/02/19--5:30 p.m.-Elkins Road PSD
- 04/08/19-4:30 p.m.-Upshur County Solid Waste Authority
- 04/22/19-12:00 p.m.-Region VII Planning and Development Council
- TBD-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development Council

9. Appointments Needed or Upcoming:

- Tennerton Public Service District (unexpired term – July 31, 2019)

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

The Commission approved all Vacation Orders.

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

- Daniel D. Kelley AKA Daniel Daniel Kelley—Final Settlement Waiver
- Diane Michelle Murphy—Final Settlement Waiver
- Karl P. Sauerwein—Final Settlement
- Irene Lucille Wolfe—Final Settlement

The Commission reviewed bid proposals for the COPS Camera Surveillance Project as discussed during the March 7, 2019 regular meeting of the Upshur County Commission. The bids were shared with Upshur and Lewis County Boards of Educations for their recommendations. After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved the Boards’

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recommendation and awarded the contract to Micrologic who submitted the lowest bid of the seven (7) received. Micrologic's bid was in the amount of \$340,891 (copy on file in the office of the Upshur County Commission).

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 Sam Nolte, the Commission meeting adjourned at 12:10 p.m.