

UPSHUR COUNTY COMMISSION MEETING

March 28, 2019

The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, March 28, 2019 at 9:00 a.m. Sam Nolte called the meeting to order. Present were Sam Nolte, Commission President; Terry Cutright, Commissioner; Kristie Tenney, Commissioner; Carol Smith, Upshur County Clerk; Carrie Wallace, 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 Kristie Tenney, seconded by Terry Cutright, the Commission approved the regular meeting minutes of March 21, 2019 as submitted.

Carrie Wallace advised that Lori Ulderich Harvey, Upshur County Family Resource Network Director and team leader for Upshur County Partners in Prevention would not appear today and the Child Abuse Prevention and Awareness Month Proclamation and the presentation of Children's Memorial Flag Proclamation and flag raising will be rescheduled to a future meeting.

After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved and authorized the signing of the Upshur County 2019–2020 fiscal year budget (copy on file in the Administrative Office of the Upshur County Commission).

After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved to table discussion and approval concerning FY20 health insurance changes for a future meeting.

After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved a donation of 10 (ten) one-day, individual pool passes for Rock Cave Elementary School's annual bingo fundraiser to be held May 4th as requested by Rock Cave Elementary School Principal, Amanda Craig and Rock Cave PTO President Christine Hamner (copy included).

After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved and authorized the President to sign the welcome letter for the annual Strawberry Festival Souvenir Program Book and local newspapers (copy included).

After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved and authorized the President to sign the FY 19 Court Security Grant Application, Resolution and Assurances requesting the amount of \$53,751 to purchase one additional camera, 6 mobile radios, 6 tasers, and shatterproof film for the Courthouse Annex Foyer and Courthouse Foyer doors (copy included).

After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved and authorized the President to sign the FY 19 Victim of Crime Act (VOCA) Victim Assistance Grant Application, Standard Conditions and Assurances, for victim advocate services (copy included).

After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved FY 20 WV Community Corrections Grant Program Application requesting the amount of \$412,695 to be used to provide alternate sentencing and re-entry services for eligible offenders (copy included).

After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved to table the discussion concerning Agenda Item #8 (Approval and signature of an Agreement

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between the County Commission of Upshur County, the Board of Education of the County of Upshur, the Board of Education of the County of Lewis, and Micrologic, Inc. for the COPS School Violence Prevention Program project.) per request from Carrie Wallace.

After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved and authorized the President to sign the Renewal Agreement between The Upshur County Commission and Stanton Lawn Service for grounds keeping services for the 2019 season (copy included) Per the renewal clause, Owner and Contractor agree all terms set forth in the Agreement dated March 23, 2017 are in full force and effect for another one-year period effective March 28, 2019 and continuing through September 30, 2019. Owner shall pay the Contractor, upon completion of all work, no more than the sum of \$15,885.

At 9:14 a.m., on motion by Sam Nolte, seconded by Terry Cutright, the Commission entered Executive Session per WV Code §6-9A-4 to discuss a request for granting leave under the Family and Medical Leave Act. Present were Sam Nolte, Terry Cutright, Kristie Tenney, Carol Smith, Carrie Wallace and Tabatha Perry. The Commission returned to open session at 9:24 a.m. No decisions were made in executive session.

After discussion, on motion by Kristie Tenney, seconded by Terry Cutright, the Commission approved to grant leave under the Family and Medical Leave Act. All information is confidential per HIPPA requirements.

Sam Nolte reviewed the following “For Your Information” items:

1. Release of Liability executed by J.A.J. Houben, F.M. van Haaron Managing Director, for centerline and address data for the unincorporated areas of Upshur County received from the Upshur County Addressing and Mapping Office as of March 21, 2019.
2. Upshur County Mileage Reports – February 2019
 - Upshur 911
 - Maintenance
 - Emergency Management
 - Sheriff
 - Addressing and Mapping
 - Community Corrections
 - Dog Pound
3. Public Notices:
 - a. Newsletters and/or Event Notifications:
 - b. Agendas and/or Notice of Meetings:
 - James W. Curry Library / Park-March 27, 2019
 - c. Meeting Minutes:
 - Upshur County Fire Board-February 19, 2019
 - Upshur County Public Library-February 20, 2019
 - Upshur County Youth Camp Board-February 21, 2019
 - d. Meetings:
 - 03/27/19-10:00 a.m.-James W. Curry Advisory Board
 - 04/02/19-4:00 p.m.-Hodgesville PSD
 - 04/04/19-5:30 p.m.-Elkins Road PSD

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- 04/04/19-7:00 p.m.-Banks District VFD
- 04/04/19-7:00 p.m.-Selbyville VFD
- 04/08/19-12:00 p.m.-Upshur County Family Resource Network
- 04/08/19-4:30 p.m.-Upshur County Solid Waste Authority
- 04/08/19-5:30 p.m.-Buckhannon-Upshur Recreational Park Advisory Board
- 04/09/19-7:30 p.m.-Adrian VFD
- 04/10/19-12:00 p.m.-Upshur County Senior Center Board
- 04/10/19-3:00 p.m.-Tennerton PSD
- 04/10/19-6:00 p.m.-Buckhannon River Watershed Association - WVWC
- 04/10/19-7:00 p.m.-Ellamore VFD
- 04/10/19-7:00 p.m.-Warren District VFD
- 04/11/19-10:00 a.m.-Adrian PSD
- 04/11/19-3:00 p.m.-Upshur County Conventions & Visitors Bureau
- 04/11/19-4:00 p.m.-Upshur County Safe Sites & Structures Enforcement Board
- 04/11/19-7:30 p.m.-Buckhannon VFD
- 04/11/19-4:00 p.m.-Buckhannon Upshur Airport Authority
- 04/15/19-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
- 04/16/19-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development Council-TVCD
- 04/16/19-6:30 p.m.-Upshur County Fire Board, Inc.
- 04/17/19-7:00 a.m.-Upshur County Development Authority – Executive Board
- 04/17/19-4:00 p.m.-Upshur County Public Library Board
- 04/17/19-6:00 p.m.-Upshur County Citizens Corp – CERT
- 04/17/19-12:00 p.m.-Lewis Upshur LEPC --- Lewis location
- 04/18/19-2:00 p.m.-Upshur County Farmland Protection Board
- 04/18/19-6:30 p.m.-Upshur County Youth Camp Board – WVU Extension Office
- 04/21/19-6:00 p.m.-Washington District VFD
- 04/22/19-12:00 p.m.-Region VII Planning and Development Council
- 04/22/19-10:00 a.m.-Mountain CAP of WV, Inc. a CDC
- 04/25/19-12:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
- 04/29/19-6:00 p.m.-Upshur County Fire Fighters Association
- 05/06/19-6:00 p.m.-Lewis-Upshur Community Corrections Board-Upshur County
- 06/14/19-11:00 a.m.-Region VI Local Elected Officials – Taylor County
- TBD-6:00 p.m.-Buckhannon-Upshur Board of Health

4. Appointments Needed or Upcoming:

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

Addie Helmick appeared before the Commission on behalf of Women's Aid in Crisis and reviewed data and provided information and statistics concerning sexual assault/abuse. Ms. Helmick read the Sexual Assault Awareness Month Proclamation designating April 2019 as Sexual Assault Awareness Month (copy included). After discussion, on motion by Kristie Tenney, seconded by Terry Cutright, the Commission approved and authorized the signing of the Sexual Assault Proclamation.

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Burl Smith, Upshur County Solid Waste Authority representative, appeared before the Commission to promote clean county programs including Adopt-a-Highway, Adopt-a-Spot programs and provided a flyer (copy included) concerning upcoming recycling and waste disposal events in April. Mr. Smith read the “Make it Shine Month” proclamation which designates April 2019 as “Make It Shine Month” in Upshur County (copy included). After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved and authorized the signing of the proclamation.

Sam Nolte provided an update/status report concerning road conditions/repairs which was discussed during the March 21 regular meeting of the Upshur County Commission. Mr. Nolte reported that he has spoken with DOH representatives about the concerns that were discussed.

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

The Commission approved all Vacation Orders.

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

- Henry Ford Carver—Final Settlement Waiver
- James Glavis Harper —Final Settlement Waiver
- Patty Jean Johnston—Final Settlement Waiver
- Rexell Max Long—Final Settlement Waiver
- Opal Virginia McGee Thompson—Final Settlement Waiver

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

- Cecil Robinson—Tkt. #600000271S—Exoneration \$41.76
- John K. McAtee—Tkt. # 303996—Exoneration \$200.74
- Rhonda Phillips—Tkt. # 306961—Exoneration \$49.12
- Jason H. or Amanda M. Leigh—Tkt. # 305315—Exoneration \$43.87

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

- Warren District -Map 4N Parcel 74 blended with Map4P Parcel 1.4 to make Map 4N Parcel 74-owners- John B. & Monna Young

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

On motion by Terry Cutright, seconded by Kristie Tenney, the Commission recessed at 11:45 a.m.

At 1:30 p.m., the Commission reconvened and attended a Wrecker Services meeting to discuss Procedures to Dispatch Wrecker Services.

With no further business, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission meeting adjourned at 3:00 p.m.