

UPSHUR COUNTY COMMISSION MEETING

January 14, 2021

The County Commission of Upshur County, West Virginia, held their regular meeting on Thursday, January 14, 2021 at 9:00 a.m. Kristie Tenney called the meeting to order. Present were: Terry B. Cutright, Commissioner; Samuel R. Nolte, Commissioner; Kristie G. Tenney, Commissioner; Carrie L. Wallace, County Administrator, Tabatha R. Perry, Assistant County Administrator and Lois A. Marsh, 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.

Kristie Tenney reviewed scheduled appointments and agenda items.

After discussion, on motion by Sam Nolte, seconded by Terry Cutright, the Commission approved Administratively closing the Estate of Lois Dorothy Pickens, based upon the Dismissal Order issued by the Lewis County Circuit Court. (copy included)

After discussion, on motion by Terry Cutright, seconded by Sam Nolte, the Commission approved and authorized Carrie L. Wallace, County Administrator, to use Kristie G. Tenney's official signature stamp to sign required documentation on behalf of the Upshur County Commission. (copy included)

After discussion, on motion by Sam Nolte, seconded by Terry Cutright, the Commission approved and authorized Tabatha R. Perry, Assistant County Administrator, to use Kristie G. Tenney's official signature stamp to sign required documentation on behalf of the Upshur County Commission. (copy included)

After discussion, on motion by Terry Cutright, seconded by Sam Nolte, the Commission approved the request by 26th Judicial Circuit Chief Justice, Jacob Reger, to re-appoint Steven Nanners to the Upshur County Civil Service Board as Bar Association representative. Mr. Nanners' term will be January 1, 2021 through December 31, 2024. (copy included)

After discussion, on motion by Sam Nolte, seconded by Terry Cutright, the Commission approved the Resignation of Employee.

After discussion, on motion by Terry Cutright, seconded by Sam Nolte, the Commission approved the request from Sheriff Virgil D. Miller to hire William T. Chidester as part-time Deputy Sheriff effective January 15, 2021. Mr. Chidester will work no more than 1039 hours annually. (copy included)

At 9:05 a.m., Addie Helmick and Alicia Bosley appeared before the Commission on behalf of the Centers Against Violence to discuss the statistics of violence and stalking, and slavery and human trafficking. After discussion, on motion by Terry Cutright, seconded by Sam Nolte, the Commission approved and signed the Proclamation declaring January as National Stalking Awareness Month. After discussion, on motion by Sam Nolte, seconded by Terry Cutright, the Commission approved and signed the Proclamation declaring January as National Slavery and Human Trafficking Awareness/Prevention Month. (copy included)

After discussion, on motion by Sam Nolte, seconded by Terry Cutright, the Commission approved the request from Cheyenne Troxell, Director of the 26th Judicial Circuit Court Community Corrections Day Report Center, to transfer Samantha Ribeiro Matos from Case Manager to Telehealth Coordinator, effective January 17, 2021. (copy included)

After discussion, on motion by Terry Cutright, seconded by Sam Nolte, the Commission approved the advertisement for a full-time Case Manager position with the 26th Judicial Circuit Community Corrections Day Report Center. The position is 40 hours per week with a beginning rate of pay of \$15.00 per hour. Applications are due on or before the close of business on January 22, 2021. (copy included)

Kristie Tenney reviewed the following "For Your Information" items: (copy included)

1. Correspondence from Sheriff Virgil D. Miller appointing Deputy Joseph D. Barcus to Buckhannon-Upshur Middle School as Prevention Resource Officer, effective January 3, 2021.
2. Upshur County Road Name Index as of January, 2021 – Prepared by Terri Jo Bennett, Upshur County Addressing and Mapping Coordinator. (available upon request)
3. Upshur County Fire Board, Inc. Financial Reports – July 1, 2020 through December 31, 2020.
4. Lewis-Upshur Animal Control Facility Annual Report on Animal Euthanasia – January 1, 2020 through December 31, 2020.
5. Lewis-Upshur Animal Control Facility Reports for the month of November, 2020
 - Adoption Financial Transactions
 - Cat Report
 - Animal Report
 - Animal Control/Humane Officer Animal Report
6. Public Notices:

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- a) Newsletters and/or Event Notifications: (none)
 - b) Agendas and/or Notice of Meetings:
 - Buckhannon-Upshur Airport Authority January 11, 2021
 - Upshur County Family Resource Network January 11, 2021
 - Upshur County Farmland Protection Board January 13, 2021
 - Upshur County Senior Center January 13, 2021
 - Upshur County Safe Sites and Structures Enforcement Board January 14, 2021
 - Upshur County Fire Board, Inc. January 19, 2021
 - c) Meeting Minutes:
 - Hodgesville PSD December 8, 2020
 - Elkins Road PSD December 8, 2020
 - d) Meetings:
 - 01/05/21-4:00 p.m.-Hodgesville PSD
 - 01/05/21-5:00 p.m.-Elkins Road PSD
 - 01/07/21-3:00 p.m.-Adrian PSD
 - 01/07/21-6:00 p.m.-Buckhannon-Upshur Board of Health
 - 01/07/21-7:00 p.m.-Banks District VFD
 - 01/07/21-7:00 p.m.-City Council of Buckhannon
 - 01/07/21-7:00 p.m.-Selbyville VFD
 - 01/10/21-6:00 p.m.-Washington District VFD
 - 01/11/21-12:00 p.m.-Upshur County Family Resource Network
 - 01/11/21-4:00 p.m.-Buckhannon Upshur Airport Authority
 - 01/11/21-4:30 p.m.-Upshur County Solid Waste Authority
 - 01/11/21-5:30 p.m.-Buckhannon-Upshur Recreational Park Advisory Board-Cancelled
 - 01/12/21-7:00 p.m.-Warren District VFD
 - 01/12/21-7:30 p.m.-Adrian VFD
 - 01/13/21-12:00 p.m.-Upshur County Senior Center Board
 - 01/13/21-1:15 p.m.-Upshur County Farmland Protection Board
 - 01/13/21-3:00 p.m.-Upshur County Conventions & Visitors Bureau
 - 01/13/21-3:00 p.m.-Tennerton PSD
 - 01/13/21-6:00 p.m.-Buckhannon River Watershed Association – Farm Bureau
 - 01/13/21-7:00 p.m.-Ellamore VFD
 - 01/14/21-3:00 p.m.-Upshur County Safe Sites & Structures Enforcement Board
 - 01/14/21-7:30 p.m.-Buckhannon VFD
 - 01/15/21-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development Council
 - 01/18/21-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
 - 01/19/21-6:30 p.m.-Upshur County Fire Board, Inc.
 - 01/20/21-7:00 a.m.-Upshur County Development Authority – Full Board
 - 01/20/21-12:00 p.m.-Lewis Upshur LEPC
 - 01/20/21-4:00 p.m.-Upshur County Public Library Board
 - 01/21/21-6:30 p.m.-Upshur County Youth Camp Board
 - 01/25/21-12:00 p.m.-Region VII Planning and Development Council
 - 01/25/21-7:00 p.m.-Upshur County Fire Fighters Association
 - 01/26/21-5:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
 - 03/08/21-6:00 p.m.-Lewis-Upshur Community Corrections Board-Upshur County
7. Appointments Needed or Upcoming:
- Upshur County Fire Board, Inc. (Linn Baxa-6/30/2020) - Fire Association Representative
 - James W. Curry Library and Park Advisory Board (Shanna Collins-12/31/2020)

****If you are interested in serving on an Upshur County board, please submit your letter of interest to the Commission Office at 91 W. Main Street, Suite 101, Buckhannon, WV 26201 or trperry@upshurcounty.org. Upcoming term expirations are listed in this section of the agenda; however, letters of interest can be submitted at any time. Letters of interest for boards that do not currently have a vacancy will be held until a vacancy occurs. Please note that submitting a letter of interest does not guarantee appointment.****

Tabled items:

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1. Review and approval of the revised Coronavirus Disease (COVID-19) Sick Leave Policy.
2. Consider request made by Julia Kastner on behalf of the Upshur County Trails Volunteer Group to utilize a portion of the Upshur County Recreational Park for progressive bike drops (January 21, 2021).

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)

- Sherry Darlene Auskings – Final Settlement Waiver
- Goldie Hyre – Final Settlement Waiver

The Commission approved the following Certification of Completion of Ancillary Administration of WV Real Estate Without Appointment:

- Charles Edward Davis, Jr. – Certification of Completion
- Rosanelle Firebaugh – Certification of Completion
- James H. Kearns, III – Certification of Completion
- Roberta Geraldine Stump aka Geraldine Q. Stump – Certification of Completion

The Commission approved the following Corrections, Exonerations and/or Refunds: (none)

The Commission approved the following Requests to Attend Meeting (none)

The Commission approved the following Consolidation of Land Tracts: (none)

After motion by Sam Nolte, seconded by Sam Nolte, the meeting recessed at 12:15 p.m.

At 2:00 p.m. the Commission reconvened for hearing to consider the request from Joy M. Strader Mealey to remove Charlene M. Page Strader as Administratrix De Bonis Non with the Will Annexed of the Estate of Ginger Kay Wilson Strader, deceased. Carol J. Smith, County Clerk, joined the meeting by teleconference. After discussion, on motion by Terry Cutright, seconded by Sam Nolte, the Commission approved removing Charlene M. Page Strader as Administratrix De Bonis Non with the Will Annexed of the Estate of Ginger Kay Wilson Strader, deceased, and appointed Sheriff Virgil D. Miller as Executor. This decision can be appealed to the Circuit Court. Carol Smith will instruct the Sheriff and the heirs on procedures for administering an estate.

After discussion, on motion by Sam Nolte, seconded by Terry Cutright, the Commission approved the regular minutes of January 7, 2021, as submitted.

The Commission reviewed revisions to the Coronavirus Disease (COVID-19) Sick Leave Policy made by the Policy Board on January 8, 2021. On motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved the revised Coronavirus Disease (COVID-19) Sick Leave Policy. (copy included)

The Commission received project updates and reviewed administrative business items. With no further business, on motion by Sam Nolte, seconded by Terry Cutright, the Commission meeting adjourned at 4:15 p.m.