

UPSHUR COUNTY COMMISSION MEETING

January 26, 2023

The County Commission of Upshur County, West Virginia, held their regular meeting on Thursday, January 26, 2023 at 9:00 a.m. Kristie Tenney called the meeting to order. Present were: Kristie G. Tenney, Commission President; Samuel R. Nolte, Commissioner; Douglas K. Bush, Commissioner; Carol J. Smith, County Clerk; Tabatha R. Perry, County Administrator; Cindy M. Hughes, 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.

After discussion, on motion by Doug Bush, seconded by Sam Nolte, the Commission approved the meeting minutes of January 19, 2023, as submitted.

Kristie Tenney reviewed scheduled appointments and agenda items.

After discussion, on motion by Sam Nolte, seconded by Doug Bush, the Commission approved the revised Overtime / Compensatory Time Policy within the Upshur County Employee Handbook of Personnel Guidelines as discussed by the Policy Board on January 19, 2023. (copy included)

After discussion, on motion by Doug Bush, seconded by Sam Nolte, the Commission approved the request from Robbie Skinner, Executive Director of the Upshur County Development Authority, to serve on the Corridor H Authority, effective immediately. This term will expire on June 30, 2025. (copy included)

After discussion, on motion by Sam Nolte, seconded by Doug Bush, the Commission approved the request from Robbie Skinner, Executive Director of the Upshur County Development Authority, for appointment to the Upshur County Farmland Protection Board, effective immediately. (copy included)

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

1. Summaries prepared by Terri Jo Bennett, Upshur County Addressing and Mapping Coordinator, for calendar year 2022.
 - Building and Floodplain Permits Issued
 - Point and Pay Collections
 - Addressing and Mapping – New Addresses Assigned & New Roads Approved & Created
 2. Upshur County Road Name Index as of January 17, 2023 – prepared by Terri Jo Bennett, Upshur County Addressing and Mapping Coordinator.
 3. Upshur County E911 Communication Reports – December, 2022
 - Monthly Department Summary Report
 - Monthly Wrecker Report
 - YTD Wrecker Report
 4. Correspondence from Ora L. Ash, Deputy State Auditor, Local Government Services Division, announcing the 2023 Training Seminar Schedule for County Officials.
 5. Upshur County Sheriff's Financial Statement for period ending December, 2022
 6. Public Notices:
 - a) Newsletters and/or Event Notifications: (none)
 - b) Agendas and/or Notice of Meetings:
 - Community Corrections January 23, 2023
 - Elkins Road PSD February 7, 2023
 - Lewis/Upshur Emergency Planning Committee March 15, 2023
- Meeting Minutes:
- Upshur County Parks & Recreation October 18, 2022
 - Upshur County Solid Waste Authority November 14, 2022
 - Lewis/Upshur Emergency Planning Committee November 16, 2022
 - Upshur County Youth Camp November 17, 2022
 - Upshur County Solid Waste Authority December 12, 2022
- c) Meetings: ***Calendar of Board Meetings is now located at:**
<http://cms4.revize.com/revize/upshurwv/calendar.php> or go to
www.upshurcounty.org and click on the board meetings calendar box on the main page.
7. Appointments Needed or Upcoming: (none)

****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 chughes@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.****

UPSHUR COUNTY COMMISSION MEETING

January 26, 2023

8. Board of Review & Equalization Meeting Schedule (*Meetings will be held at the Upshur County Administrative Annex unless otherwise noted*)
- 02/01/2023 1:00 p.m.-3:00 p.m.-No appointments – Review Property Books
 - 02/03/2023 1:00 p.m.-3:00 p.m.
 - 02/09/2023 10:00 a.m.-12:00 p.m. (*held in the Commission Meeting Room*)
 - 02/14/2023 10:00 a.m.-12:00 p.m. – Coal, Oil & Gas and Industrial Appointments
 - 02/16/2023 10:00 a.m.-12:00 p.m.- Adjournment

Tabled Items:

1. Correspondence from Becky Edwards, Senior Companion Program Director, Mid-Ohio Valley Regional Council, requesting funding in the amount of \$500.00 for the Upshur County Senior Companion Program. (*tabled 01/19/2023*) Sam Nolte requested this item be removed from the Tabled Items list and considered during budget review in March.

The Commission approved all Invoices for Payment (list included)

The Commission approved all Vacation Orders (list included)

The Commission approved the following Settlements: (as listed)

- Charles Chidester – Final Settlement Waiver
- Jason A. Sorcan – Final Settlement Waiver

The Commission approved the following Certification of Completion of Ancillary Administration of WV Real Estate Without Appointment: (none)

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

The Commission approved Requests to Attend Meeting: (none)

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

At 9:05 a.m., Doyle Cutright, Director of the Upshur County Communications Center, and Kimbra Lynn Wachob, Assistant Director of the Upshur County Communications Center, were unable to attend the Commission meeting to discuss correspondence requesting the Upshur County Commission adopting the WV State Resolution adding all new E911 employees, as of July 1, 2022, to the EMS/911 Retirement System. After discussion, the Commission decided to consider this item during the budget review in March.

At 9:15 a.m., the Commission discussed the status of property located in Meade Tax District, owned by Randall Hughes Ministry, previously owned by the Estate of John Harmon George. Tabatha Perry explained that the deed transferring the property from the Estate of John Harman George to the Randall Hughes Ministry had been recorded December 21, 2022. Ms. Perry stated that the Randall Hughes Ministry planned to brush hog the property and raze the building. Due to the owner being out of state until January, 2023, very little has been done towards the cleanup of the property. After discussion, on motion by Doug Bush, seconded by Sam Nolte, the Commission approved allowing 90 days to clean up the property.

At 9:30 a.m., Shane Jenkins, WV Strawberry Festival Association President, appeared before the Commission to discuss how previously made contributions have been expended, in addition to ongoing and future improvements. Mr. Jenkins explained that the Board of Directors have decided to hold Opening Ceremonies for the 81st WV Strawberry Festival on Saturday, May 13, 2023, and Closing Ceremonies on Sunday, May 21, 2023. The theme for the Strawberry Festival this year is “Strawberry Freedom” using a color scheme of red, white and blue. Mr. Jenkins reviewed the many changes that are being made by the Board of Directors in order to provide a better festival each year.

The Commission received project updates and reviewed Administrative business items.

With no further business, on motion by Sam Nolte, seconded by Doug Bush, the Commission meeting adjourned at 12:05 p.m.