

UPSHUR COUNTY COMMISSION MEETING

February 23, 2023

The County Commission of Upshur County, West Virginia, held their regular meeting on Thursday, February 23, 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 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 February 16, 2023, as submitted.

Kristie Tenney reviewed scheduled appointments and agenda items.

The Commission reviewed correspondence from the West Virginia Department of Agriculture announcing the award of the Spay and Neuter Assistance Program grant funds in the amount of \$9,555. Matching funds, in the amount of \$5,000, will be provided out of the local spay and neuter account. After discussion, on motion by Sam Nolte, seconded by Doug Bush, the Commission approved and authorized the Commission President to sign a Grant Agreement on behalf of the Lewis-Upshur Animal Control Facility. (copy included)

After discussion, on motion by Sam Nolte, seconded by Doug Bush, the Commission approved and authorized the Commission President to sign the FY2020 Emergency Management Performance Grant Award in the amount of \$33,555. (copy included)

After discussion, on motion by Doug Bush, seconded by Sam Nolte, the Commission approved the request from Cheyenne Troxell, 26th Judicial Circuit Community Corrections Program Director, to employ Allison Harmon and Willis Bentley as part-time case aides for the Lewis/Upshur County offices, effective February 27, 2023.

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

1. Discuss the Upshur County Safe Structures and Sites Enforcement Board complaint for property owned by Bryce Chapman. Tabatha Perry stated that the attorneys involved in the case are in discussions regarding stipulations for cleanup of this property.
2. Upshur County E911 Communication Reports – January, 2023
 - Monthly Department Summary Report
 - Monthly Wrecker Report
 - YTD Wrecker Report
3. Upshur County Mileage Reports – January, 2023
 - Addressing and Mapping
 - Community Corrections
 - Dog Pound
 - Emergency Management
 - Maintenance
 - Parks & Recreation
 - Sheriff
 - Upshur 911
4. Public Notices:
 - a) Newsletters and/or Event Notifications:
 - Mountain CAP Family Support Center: February 23, 2023
 - TOT Time Play Group February 28, 2023
 - American Red Cross-Mountain CAP Family Support Center – Pillowcase Project March 4, 2023
 - b) Agendas and/or Notice of Meetings:
 - City Council of Buckhannon **Special Working Session* February 27, 2023
 - Meeting Minutes:
 - Upshur County Solid Waste Authority January 9, 2023
 - 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.

UPSHUR COUNTY COMMISSION MEETING

February 23, 2023

5. 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.

6. Budget Hearing Schedule: **The Commission will hold budget hearings at the Upshur County Administrative Annex on the following dates.** For a detailed list of meetings, please contact Tabatha Perry at tperry@upshurcounty.org.

- Tuesday, March 14th beginning at 1:00 p.m.
- Wednesday, March 15th beginning at 8:45 a.m.
- Thursday, March 16th beginning at 10:15 a.m.
- Friday, March 17th beginning at 9:00 a.m.
- Monday, March 21st beginning at 1:00 p.m.

Tabled Items: (none)

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)

- Steve M. Bodnar – Second Annual Settlement
- Carolyn Sue Cutright – Final Settlement Waiver
- Stanley Mullins – Incompetent – Annual Settlement

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:

- Coffman Tyler or Shipman Tabitha - #200000730S - \$144.46 – Exoneration Order

The Commission approved Requests to Attend Meeting:

- Michelle McIe – March 20 - March 23, 2023
- Betty DeLaura Courtney – March 20 – March 23, 2023

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

At 9:15 a.m., Laura Ward, Country Roads Transit, appeared before the Commission to provide an overview of services offered during fiscal year 2022 and the continuation of these services into the current fiscal year. Ms. Ward stated that they performed 5,814 rides in Upshur County in 2022 and anticipate the same number of rides for 2023. During the Covid crisis, usage was halted, but 2023 looks good. The \$5,000 that was given by the Commission to fund trips to Clarksburg to the Veteran's Hospital has been very well received. After discussions with St. Joseph Hospital, the Clarksburg run has expanded to include United Hospital Center in Clarksburg.

At 10:30 a.m., the Commission reviewed the Recommendation by Fiduciary Commissioner, Daya Masada Wright, for the Removal of Kristina Leggett as Executrix for the Estate of Victor R. Newman, deceased. After discussion, on motion by Sam Nolte, seconded by Doug Bush, the Commission approved the Recommendation by Fiduciary Commissioner, Daya Masada Wright, for Removal of Kristina Leggett as Executrix for the Estate of Victor R. Newman, deceased, and the appointment of the Sheriff of Upshur County as Administrator of the Estate of Victor R. Newman, deceased.

At 11:30 a.m., upon motion by Sam Nolte, seconded by Doug Bush, the Commission went into Executive Session to conduct a work session with Civil & Environmental Consultants, Inc., to assist with the development of a scope of work and fee schedule.

At 12:30 p.m., the Commission exited Executive Session, with no decisions being made.

The Commission received project updates and reviewed Administrative business items.

With no further business, on motion by Doug Bush, seconded by Sam Nolte, the Commission meeting adjourned at 1:30 p.m.