

UPSHUR COUNTY COMMISSION MEETING

March 23, 2023

The County Commission of Upshur County, West Virginia, held their regular meeting on Thursday, March 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; 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 Sam Nolte, seconded by Doug Bush, the Commission approved the meeting minutes of March 16, 2023, as submitted.

Kristie Tenney reviewed scheduled appointments and agenda items.

After discussion, on motion by Doug Bush, seconded by Sam Nolte, the Commission approved the Upshur County 2023 – 2024 fiscal year budget.

After discussion, on motion by Doug Bush, seconded by Sam Nolte, the Commission approved and authorized the electronic submission of the WV Emergency Management Performance Grant (EMPG) Application for expenditures incurred during calendar year 2021 in the amount of \$53,519. The maximum award for Upshur County can be \$36,940. (copy included)

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

After discussion, on motion by Sam Nolte, seconded by Doug Bush, the Commission approved the advertisement for a full-time maintenance department position. Applications and resumes received by 4:00 p.m. on Friday, April 7, 2023, will be reviewed; however, applications may be considered until the position is filled. (copy included)

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

1. Correspondence from Ora L. Ash, Deputy State Auditor, Local Government Services Division, regarding Property Tax Levy Rates and Taxes Levied 2023 – 2024.
2. Upshur County E911 Communication Reports – February, 2023
 - Monthly Department Summary Report
 - Monthly Wrecker Report
 - YTD Wrecker Report
3. Lewis-Upshur Animal Control Facility Reports for the month of February, 2023
 - Adoption Financial Transactions
 - Account of Cats Report
 - Animal Report
 - Animal Control/Humane Officer Animal Report
4. Upshur County Mileage Reports – February, 2023
 - Addressing and Mapping
 - Community Corrections
 - Dog Pound
 - Emergency Management
 - Maintenance
 - Parks & Recreation
 - Sheriff
 - Upshur 911
5. Public Notices:
 - a) Newsletters and/or Event Notifications:
 - Grandparents Cafe
 - b) Agendas and/or Notice of Meetings:
 - Upshur County Parks & Trails March 21, 2023
 - City Council of Buckhannon April 18, 2023

Meeting Minutes:

 - Tennerton Public Service District February 8, 2023
 - c) Meetings: ****Dates and times of monthly board meetings are viewable 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.

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6. Appointments Needed or Upcoming:

- Upshur County Enhanced Emergency Telephone Advisory Board – unexpired term June 30, 2023 (*Community Representative*)
- Upshur County Enhanced Emergency Telephone Advisory Board – unexpired term June 30, 2024 (*Fire Service*)
- Tennerton Public Service District – unexpired term July 31, 2023

****If you are interested in serving as an Upshur County Board, please submit your letter of interest to the Commission Office at 91 West 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 a board that does 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: (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)

- Arzella Marie Buckner – Final Settlement Waiver
- Seth Payton Gillespie – Final 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 Refunds:

- Precision Auto Parts & Towing Jeremy Johnston - #100000247S - \$311.74 – Exoneration Order
- Community Care of WV Inc. - #1297 - \$58.84 – Exoneration Order
- Community Care of WV Inc. - #1298 - \$13.22 – Exoneration Order
- Community Care of WV Inc. - #1299 - \$4,210.24 – Exoneration Order
- Community Care of WV Inc. - #1300 - \$1,309.72 – Exoneration Order
- Community Care of WV Inc. - #1301 - \$9.46 – Exoneration Order
- Community Care of WV Inc. - #11753 - \$4,208.70 – Exoneration Order
- Community Care of WV Inc. - #11754 - \$933.27 – Exoneration Order
- Community Care of WV Inc. - #11755 - \$567.86 – Exoneration Order
- Community Care of WV Inc. - #11756 - \$674.64 – Exoneration Order
- Community Care of WV Inc. - #11757 - \$243.37 – Exoneration Order
- James L & Shanda R - #301546 - \$84.85 – Exoneration Order

The Commission approved Requests to Attend Meeting: (none)

The Commission approved the following Consolidation Land Tracts:

- Corporation District – Map 7 Parcel 317 and Map 7 Parcel 316 to make Map 7 Parcel 316 – Brett T. Miller

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 10:05 a.m.