

# UPSHUR COUNTY COMMISSION MEETING

## April 28, 2022

The County Commission of Upshur County, West Virginia, held their regular meeting on Thursday, April 28, 2022 at 9:00 a.m. Kristie Tenney called the meeting to order. Present were: Kristie G. Tenney, Commission President; Terry B. Cutright, Commissioner; Samuel R. Nolte, Commissioner; Carol J. Smith, County Clerk; 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.

After discussion, on motion by Sam Nolte, seconded by Terry Cutright, the Commission approved the meeting minutes of April 21, 2022, as submitted.

Kristie Tenney reviewed scheduled appointments and agenda items.

After discussion, on motion by Terry Cutright, seconded by Sam Nolte, the Commission approved the resignation of Carrie L. Wallace from the Upshur County Development Association Board of Directors, effective April 30, 2022. (copy included)

After discussion, on motion by Terry Cutright, seconded by Sam Nolte, the Commission adopted a Resolution Authorizing the Execution of a Unanimous Written Consent In lieu of Annual Meeting of the Shareholders for the Upshur County Development Association. The consent designates all three members of the Board, including the Upshur County Administrator, until the next annual meeting. (copy included)

After discussion, on motion by Sam Nolte, seconded by Terry Cutright, the Commission approved and authorized the President to sign the WV Communities Self Insurance Risk Pool Coverage Intent Form. The total annual contribution including workers' compensation is \$189,636. (copy included)

After discussion, on motion by Sam Nolte, seconded by Terry Cutright, the Commission approved a request from Shane Jenkins, President of the WV Strawberry Festival Board of Directors, for a donation of \$5,000 from the ARP funds. This request was previously reviewed by the Commission at the regularly scheduled meeting held on February 10, 2022. (copy included) *This item was reconsidered later in the meeting.*

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

After discussion, on motion by Terry Cutright, seconded by Sam Nolte, the Commission approved the request from Gregory B. Woody, Director of Upshur County Youth Camp, for employment of Roberta Huffman as full-time seasonal Cook/Supervisor with a start date of May 2, 2022. (copy included)

After discussion, on motion by Terry Cutright, seconded by Sam Nolte, the Commission approved the request from Donna Matthews to remain serving on the Upshur County Fire Board as community representative for the 1<sup>st</sup> Magisterial District. Ms. Matthews' term will expire on June 30, 2025. (copy included)

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

1. Public Notices:

a) Newsletters and/or Event Notifications:

- Governor's Youth Opportunity Camp
- ART26201 Young Filmmakers Camp
- ART26201 Young Storytellers Camp

b) Agendas and/or Notice of Meetings:

- Upshur County Public Library April 20, 2022
- Region VII Planning and Development Council April 25, 2022
- Upshur County Enhanced Emergency Telephone Advisory Board April 26, 2022
- City Council of Buckhannon \*Special Session April 28, 2022

Meeting Minutes:

- Upshur County Farmland Protection Board February 17, 2022
- Upshur County Public Library February 23, 2022
- Upshur County Fire Board March 22, 2022

c) Meetings:

- 04/05/22-5:00 p.m.-Elkins Road PSD
- 04/07/22-3:00 p.m.-Adrian PSD
- 04/07/22-6:00 p.m.-Upshur-Buckhannon Board of Health
- 04/07/22-7:00 p.m.-Banks District VFD
- 04/07/22-7:00 p.m.-City Council of Buckhannon
- 04/07/22-7:00 p.m.-Selbyville VFD
- 04/10/22-6:00 p.m.-Washington District VFD
- 04/11/22-12:00 p.m.-Upshur County Family Resource Network

# UPSHUR COUNTY COMMISSION MEETING

## April 28, 2022

- 04/11/22-4:00 p.m.-Buckhannon-Upshur Airport Authority
- 04/11/22-4:30 p.m.-Upshur County Solid Waste Authority
- 04/11/22-5:30 p.m.-Buckhannon-Upshur Recreational Park Advisory Board
- 04/11/22-6:00 p.m.-Lewis-Upshur Community Corrections Board – *Upshur Co*
- 04/12/22-7:00 a.m.-Upshur County Development Authority – *Full Board*
- 04/12/22-12:00 p.m.-Upshur County Senior Center Board
- 04/12/22-4:00 p.m.-Hodgesville PSD
- 04/12/22-7:00 p.m.-Warren District VFD
- 04/12/22-7:30 p.m.-Adrian VFD
- 04/13/22-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
- 04/13/22-3:00 p.m.-Upshur County Conventions & Visitors Bureau
- 04/13/22-3:00 p.m.-Tennerton PSD
- 04/13/22-6:00 p.m.-Buckhannon River Watershed Association – *Farm Bureau*
- 04/13/22-7:00 p.m.-Ellamore VFD
- 04/14/22-7:00 a.m.-Upshur County Development Authority – *Executive Board*
- 04/14/22-3:00 p.m.-Upshur County Safe Structures & Sites Enforcement Board
- 04/14/22-7:30 p.m.-Buckhannon VFD
- 04/19/22-6:30 p.m.-Upshur County Fire Board, Inc.
- 04/20/22-12:00 p.m.-Lewis Upshur LEPC – *Upshur Co.*
- 04/20/22-4:00 p.m.-Upshur County Public Library Board
- 04/21/22-5:00 p.m.-Upshur County Farmland Protection Board
- 04/21/22-6:30 p.m.-Upshur County Youth Camp Board
- 04/26/22-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development Council
- 04/26/22-3:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
- 04/27/22-7:00 p.m.-Upshur County Fire Fighters Association

### 2. 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 [trperry@upshurcounty.org](mailto: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: (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)

- Mona G. Anglin – Final Settlement Waiver
- Madeline G. Tenney – Final Settlement
- John Leet Wilder – 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/or Refunds:

- Cutright Rosemary E - #100000258S - \$16.54 – Exoneration Order
- Gilbert Micheal - #400000366S - \$113.20 – Exoneration Order
- Gilbert Micheal - #400000423S - \$104.54 – Exoneration Order

The Commission approved Requests to Attend Meeting:

- Tabatha R. Perry – June 9, 2022

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

At 9:15 a.m., Tammy Reger, Director of Buckhannon-Upshur Chamber of Commerce, presented a Proclamation declaring the week of May 1<sup>st</sup> through May 7<sup>th</sup> as National Small Business Week in Upshur County. The Proclamation was read by Tabatha Perry. After discussion, on motion by Terry Cutright, seconded by Sam Nolte, the Commission approved signing the Proclamation declaring the week of May 1<sup>st</sup> through May 7<sup>th</sup> as National Small Business Week in Upshur County. (copy included)

Before adjourning, the Commission reconsidered the WV Strawberry Festival motion previously made. Sam Nolte made a motion to reconsider his previous motion and changed the \$5,000 contribution from ARP funds to General County, seconded by Terry Cutright.

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 11:15 a.m.