

UPSHUR COUNTY COMMISSION MEETING

May 9, 2024

The County Commission of Upshur County, West Virginia, held their regular meeting on Thursday, May 9, 2024, at 9:00 a.m. Sam Nolte called the meeting to order. Present were: Samuel R. Nolte, Commission President; Kristie G. Tenney, Commissioner; Douglas K. Bush, Commissioner; Carol J. Smith, County Clerk; Cindy M. Hughes, Assistant County Administrator, and Lois A. Marsh, Secretary. Tabatha R. Perry, County Administrator, was absent.

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 Kristie Tenney, the Commission approved the meeting minutes of May 2, 2024, as submitted.

Sam Nolte reviewed scheduled appointments and agenda items.

After discussion, on motion by Kristie Tenney, seconded by Doug Bush, the Commission approved the request from Gene Edwards, Board President of the 26th Judicial Circuit ADC Foundation, for the appropriation of \$15,000 in Opioid Settlement Funds to assist participants in the Drug Court Program. The Drug Court Program was created to reduce the effects of addiction in the Buckhannon-Upshur County Community. The non-profit was established as a way to raise funding for extras such as bedding, rental assistance, pots and pans, etc., in order to help remove barriers to the participant's success. Jason Kelley, Chief Probation Officer, and Erika Morris, Adult Drug Court Probation Officer, explained the procedures used in providing assistance to participants in this program. Each participant is in the program for approximately two years. Sheriff Mike Coffman stated the he felt the Drug Court Program was an extremely valuable program. (copy included)

At 9:21 a.m., Cindy Hughes, Assistant County Administrator, opened and reviewed bids for a contract for the Carpet Replacement Project at the Upshur County Public Library. Ms. Hughes stated that the project was published on April 17, 2024 and April 24, 2024. Five companies attended a pre-bid meeting on April 30, 2024, and four bids were received by the deadline. Bids were received from: Monarch Flooring Company, Bridgeport, WV; Rug Rats Flooring, Morgantown, WV; Tradeworx, Buckhannon, WV; Family Carpet Outlets, Inc., Parkersburg, WV. Ms. Hughes briefly reviewed the bid packets. After discussion, on motion by Doug Bush, seconded by Kristie Tenney, the Commission approved tabling the bid award decision until packets could be reviewed more fully for completeness. Bid proposals will be opened and reviewed at the Special Commission Meeting, which will be held on May 20, 2024, at 9:00 a.m.

After discussion, on motion by Doug Bush, seconded by Kristie Tenney, the Commission approved and authorized the Commission President to sign a Letter of Support for FirstEnergy as they seek grant funding through the Grid Resilience and Innovation Partnerships (GRIP) Program. (copy included)

After discussion, on motion by Doug Bush, seconded by Kristie Tenney, the Commission approved and authorized the Commission President to sign a Water System Improvement Project – Request for Payment #7 for the Mt. Hope Water System Improvement Project, in the amount of \$113,116.28. (copy included)

After discussion, on motion by Kristie Tenney, seconded by Doug Bush, the Commission approved the Request to Appoint the Sheriff of Upshur County as the Administrator of the Estate of Edwin Junior Bennett, deceased. Carol Smith, County Clerk, explained that since the Sheriff was already the Conservator for Mr. Bennett, the family requested that he continue as the Administrator of the Estate of Edwin Junior Bennett, deceased. (copy included)

At 9:30 a.m., on motion by Kristie Tenney, seconded by Doug Bush, the Commission recessed until 10:30 a.m.

At 10:30 a.m., the Commission reconvened.

Kelsey Metz, Leigh Ann Jackson and Pastor Eddie Lowther appeared before the Commission to discuss the local Foster Care Closet, which was created by the South Buckhannon Mission Church. Ms. Metz said the Foster Care Closet assists new foster parents with necessary items needed when welcoming foster children to their homes, and the major item needed is beds. Also appearing before the Commission were Lori Ulderich Harvey and Addie Helmick, on behalf of the Upshur County Family Resource Network. Ms. Harvey read the Proclamation declaring May as Foster Care Awareness Month. After discussion, on motion by Kristie Tenney, seconded by Doug Bush, the Commission approved and signed the Proclamation declaring May as Foster Care Awareness Month. (copy included)

At 10:45 a.m., Carol Smith, County Clerk, informed the Commission that the appointment with Beth Brown, regarding the Estate of Justin Riggs, had been cancelled as Ms. Brown withdrew her request for a meeting with the Commission.

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Sam Nolte reviewed the following “For Your Information” items: (copy included)

1. Communication from the Motor Carrier Section of the West Virginia Public Service Commission Transportation Division, stating that Buckhannon Towing, Inc. is not presently in good standing with the West Virginia Public Service Commission as a for-hire towing company for the 2023-2024 registration year, as required by *WV Code* §24A-6-6 and §24-6-12. This will result in an automatic removal from the rotation list, effectively immediately.
2. Correspondence from Bennett Surveying, announcing they will be performing a survey of property owned by Ellamore Volunteer Fire Department, situated on Tax Map 9J, Parcels 19 and 20, in Union District, and requesting a copy of unrecorded documents to re-establish the boundary lines. This property shares a common boundary with property owned by the Upshur County Commission.
3. An announcement from the Region VI Workforce Development Board, stating that their 2024-2028 Local Business Plan is now available for review and public comment. The public comment period is open May 6th through May 18th, 2024.
4. Correspondence from the Department of Homeland Security – Division of Corrections and Rehabilitation, providing the WV Regional Jail and Correctional Facility monthly invoice for Upshur County for April, 2024. The invoice reflects 2,044 inmate days times \$65.38 per diem rate, totaling \$133,636.72. The March, 2024 invoice was \$132,982.92. This amount does not include credits and additional debits made during this period.
5. Adrian Public Service District Certification of Customers for Fiscal Year 2025
6. Upshur County Building & Floodplain Permits for the period of April, 2024
7. Upshur County E911 Communication Reports – April, 2024
 - Monthly Department Summary Report
 - Monthly Wrecker Report
 - YTD Wrecker Report
8. Public Notices:
 - a) Newsletters and/or Event Notifications:
 - Rabies Vaccination Clinic May 25, 2024
 - City Council of Buckhannon
Notification of Meeting Schedule June – July, 2024
 - b) Agendas and/or Notice of Meetings:
 - Elkins Road Public Service District Board May 7, 2024
 - Upshur County Safe Structures and Sites Enforcement Board May 9, 2024
 - City Council of Buckhannon – *Special Session* May 21, 2024
 - c) Meeting Minutes:
 - Adrian Public Service District Board April 4, 2024
 - Adrian Public Service District Board– *Phase VIII Project Meeting* April 17, 2024
 - d) Meetings: ****Dates and times of monthly board meetings are viewable at:***
www.upshurcounty.org –Upcoming events are listed on the main page.
9. 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 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 meeting scheduled for May 16, 2024 has been cancelled. The County Commission will begin Canvassing for the May 14th Primary Election on Monday, May 20, 2024, starting at 9:00 a.m. in the County Clerk area.

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)

- Harry James Mulligan – Final Settlement Waiver
- Marjorie E. Newlon – Final Settlement Waiver

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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)

The Commission received project updates and reviewed Administrative business items.

With no further business, on motion by Kristie Tenney, seconded by Doug Bush, the Commission meeting adjourned at 11:23 a.m.