

# UPSHUR COUNTY COMMISSION MEETING

June 10, 2021

The County Commission of Upshur County, West Virginia, held their regular meeting on Thursday, June 10, 2021 at 9:00 a.m. Kristie Tenney called the meeting to order. Present were: Terry B. Cutright, Commissioner; Samuel R. Nolte, Commissioner; Kristie G. Tenney, Commissioner; Carrie L. Wallace, 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 Terry Cutright, seconded by Sam Nolte, the Commission approved the regular meeting minutes of June 3, 2021, as submitted.

Kristie Tenney reviewed scheduled appointments and agenda items.

After discussion, on motion by Sam Nolte, seconded by Terry Cutright, the Commission approved and authorized the President to sign correspondence to Ryan Halsey, Project Manager, enclosing Community Development Block Grant – Small Cities Block Grant Request for Payment for the Elkins Road PSD Phase III Water System Improvements in the amount of \$296,998.99. This is for Request for Funds #21. (copy included)

After discussion, on motion by Terry Cutright, seconded by Sam Nolte, the Commission approved and authorized the President to sign the FY22 Community Corrections Day Report Center Grant (Project No. 22-CC-27) Contract Agreement, Resolution, Certifications and Standard and Special Conditions and Assurances. The grant award is in the sum of \$161,500 to be used for the continued operation of a community corrections program in Upshur and Lewis Counties. (copy included)

After discussion, on motion by Sam Nolte, seconded by Terry Cutright, the Commission approved the Revised Buckhannon-Upshur Recreational Park 2021 Season Fee Schedule. Carrie Wallace stated that the Board of Education has had a very positive response to the family (up to 6 members) pool pass program. (copy included)

After discussion, on motion by Sam Nolte, seconded by Terry Cutright, the Commission approved the request from Bryan S. Hinkle, Prosecuting Attorney, for employment of Elizabeth Ann Floyd, as legal assistant, effective June 22, 2021.

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

1. Notice to Customers of the Water Board – City of Buckhannon. There will be a public hearing before the final vote on Proposed Ordinance No. 451, the principal object of which is the increase of water rates for customers of the water system operated by the Water Board of the City of Buckhannon. The hearing will be held on June 17, 2021 at 7:00 p.m. in the Council Chambers of the City of Buckhannon.
2. After discussion, on motion by Terry Cutright, seconded by Sam Nolte, the Commission approved the E911 Vehicles Minimum Specifications – Amended June 10, 2021. Carrie Wallace explained that fog lights were removed from specifications.
3. Upshur County Building & Floodplain Permits for the month of May, 2021.
4. Upshur County E911 Communications Reports – May, 2021
  - Monthly Department Summary Report
  - Monthly Wrecker Report
  - YTD Wrecker Report
5. Public Notices:
  - a) Newsletters and/or Event Notifications: (none)
  - b) Agendas and/or Notice of Meetings:
    - James W. Curry Library/Park Advisory Board May 26, 2021
    - Safe Sites & Structures Enforcement Board June 10, 2021
    - Elkins Road PSD June 14, 2021
  - c) Meeting Minutes:
    - James W. Curry Library/Park Advisory Board April 28, 2021
    - Hodgesville PSD May 4, 2021
    - Elkins Road PSD May 4, 2021
  - d) Meetings:
    - 05/26/21-10:00 a.m.-James W. Curry Advisory Board
    - 06/01/21-4:00 p.m.-Hodgesville PSD
    - 06/01/21-5:00 p.m.-Elkins Road PSD
    - 06/03/21-3:00 p.m.-Adrian PSD
    - 06/03/21-7:00 p.m.-Banks District VFD

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June 10, 2021

- 06/03/21-7:00 p.m.-Selbyville VFD
- 06/08/21-4:00 p.m.-Buckhannon Upshur Airport Authority
- 06/08/21-7:00 p.m.-Warren District VFD
- 06/08/21-7:30 p.m.-Adrian VFD
- 06/09/21-12:00 p.m.-Upshur County Senior Center Board
- 06/09/21-1:15 p.m.-Upshur County Farmland Protection Board
- 06/09/21-3:00 p.m.-Tennerton PSD
- 06/09/21-3:00 p.m.-Upshur County Conventions & Visitors Bureau
- 06/09/21-6:00 p.m.-Buckhannon River Watershed Association – Farm Bureau
- 06/09/21-7:00 p.m.-Ellamore VFD
- 06/10/21-3:00 p.m.-Upshur County Safe Sites & Structures Enforcement Board
- 06/10/21-7:30 p.m.-Buckhannon VFD
- 06/11/21-11:00 a.m.-Region 6 Local Elected Officials
- 06/13/21-6:00 p.m.-Washington District VFD
- 06/14/21-12:00 p.m.-Upshur County Family Resource Network
- 06/14/21-4:30 p.m.-Upshur County Solid Waste Authority
- 06/14/21-5:00 p.m.-Elkins Road PSD – Special Budget Meeting
- 06/14/21-5:30 p.m.-Buckhannon-Upshur Recreational Park Advisory Board
- 06/14/21-6:00 p.m.-Lewis-Upshur Community Corrections Board-Upshur County
- 06/16/21-7:00 a.m.-Upshur County Development Authority – Executive Board
- 06/16/21-12:00 p.m.-Lewis Upshur LEPC
- 06/16/21-4:00 p.m.-Upshur County Public Library Board
- 06/17/21-6:30 p.m.-Upshur County Youth Camp Board
- 06/17/21-7:00 p.m.-City Council of Buckhannon
- 06/18/21-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development Council
- 06/21/21-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
- 06/22/21-5:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
- 06/22/21-6:30 p.m.-Upshur County Fire Board, Inc.
- 06/28/21-10:00 a.m.-Mountain CAP of WV, Inc., a CDC.
- 06/28/21-7:00 p.m.-Upshur County Fire Fighters Association
- 07/01/21-6:00 p.m.-Buckhannon-Upshur Board of Health
- 07/12/21-6:00 p.m.-Lewis-Upshur Community Corrections Board-Upshur County

## 6. Appointments Needed or Upcoming:

- Buckhannon-Upshur Airport Authority (unexpired term - 6/30/2021) - City Representative
- Upshur County Fire Board (7/1/2021-6/30/2024) – Fire Association Representative
- Buckhannon-Upshur Parks and Recreation Advisory Board (7/1/2021-6/30/2023)-County Representative

*\*\*\*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)

- Larry R. Gillespie, Sr. – Final Settlement
- Josephine Jo Smith – Final Settlement Waiver
- Eleanor Tappan Squires – Final Settlement Waiver

The Commission approved the following Certification of Completion of Ancillary Administration of WV Real Estate Without Appointment:

- Dorothy L. Bartlett – Certification of Completion

The Commission approved the following Corrections, Exonerations and/or Refunds:

- Brandi M. Robinson - #302109 - \$45.44 – Exoneration Order

The Commission approved the following Requests to Attend Meeting: (none)

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The Commission approved the following Consolidation of Land Tracts:

- Corporation District – Map 11 Parcel 332 and Map 11 Parcel 333 to make Map 11 Parcel 332 – Kiem Sally A. Ours Roger A.

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 12:45 p.m.