

# UPSHUR COUNTY COMMISSION MEETING

August 19, 2021

The County Commission of Upshur County, West Virginia, held their regular meeting on Thursday, August 19, 2021 at 9:00 a.m. Kristie Tenney called the meeting to order. Present were: Terry B. Cutright, Commissioner; Sam Nolte, Commissioner; Kristie G. Tenney, Commissioner; Carol J. Smith, County Clerk; 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 August 12, 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 the request from Carrie Wallace, County Administrator, for the employment of Joey Dillon as a part-time temporary groundskeeper, effective August 30, 2021. Mr. Dillon will work up to 29.5 hours per week for up to 10 weeks. Ms. Wallace explained that Mr. Dillon had been employed at the Youth Camp this summer which will end August 28, 2021, but these additional hours will fall within the county part-time guideline as to total hours worked per year. (copy included)

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

After discussion, on motion by Terry Cutright, seconded by Sam Nolte, the Commission approved and authorized the President to sign the Timber Sale Work Order #TS-8-16-21 between TLM Management LLC and the Upshur County Commission for the Youth Camp Timber Sale. Management services include preparation of cutting prescription and volume estimate for prescribed trees and contract preparation and supervision of the cutting operation for a fee in the amount of 5% of the gross sale price. Carrie Wallace explained that Christopher Cartwright, Registered Forester, had previously been approved to handle this timber sale. (copy included)

After discussion, on motion by Sam Nolte, seconded by Terry Cutright, the Commission approved Traci Cayton as a Lewis-Upshur Animal Control Facility Volunteer. (copy included)

Steve Wycoff and Jewell Fisher, representing Buckhannon Police Department Volunteers in Police Service (VIPS), appeared before the Commission to request ~~assistance from the Commission. The Volunteers in Police Service (VIPS) are requesting~~ financial assistance from the Commission for a Law Enforcement Recognition Banquet to be held October 16, 2021, at the Buckhannon Event Center. VIPS is ~~also requesting the same amount of funding from that~~ the Commission and Buckhannon City Council split the \$1,500 expense. The funding would help purchase food and recognition plaques for the dinner. After discussion, on motion by Sam Nolte, seconded by Terry Cutright, the Commission approved a donation of \$750.00 to be used for purchase of food and recognition plaques. Kristie Tenney also stated that at least one of the commissioners would attend the dinner and assist with distributing the awards. (copy included)

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

1. Juvenile Justice and Delinquency Prevention (OJJDP) Title II Grant Program Solicitation. Completed applications are due to JCS no later than 5:00 p.m. on Wednesday, September 1, 2021.
2. Lewis-Upshur Animal Control Facility Reports for the month of July, 2021
  - Adoption Financial Transactions
  - Cat Report
  - Animal Report
  - Animal Control/Humane Officer Animal Report
3. Public Notices:
  - a) Newsletters and/or Event Notifications:
    - Go Wild – Feed a Child – You can help the Only WV Finalist win a \$25K Grant in support of Upshur County Students. Voting Window is August 18<sup>th</sup> - 27<sup>th</sup>. Don Nestor, representing Upshur County Education Foundation, explained that this is a grant from State Farm Neighborhood Assist and Upshur County is currently in the top 200.
    - Press Release – Upshur Cooperative Parish House and St. Joseph's Hospital Free Vaccination Clinic for COVID-19 outside the Parish House on August 30, 2021

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- St. Joseph's Hospital/Rotary Club of Buckhannon-Upshur Blood Drive at the Event Center at Brushy Fork on September 15, 2021 from 11:00 a.m. – 3:00 p.m.
- French Creek Elementary School Shoe Drive Fundraiser during August and September
- b) Agendas and/or Notice of Meetings:
  - City Council of Buckhannon- August 19, 2021
- c) Meeting Minutes:
  - Elkins Road PSD June 1, 2021
  - Elkins Road PSD June 14, 2021
  - Upshur County Safe Structures & Sites Enforcement Board June 10, 2021
  - Upshur County Safe Structures & Sites Enforcement Board July 8, 2021
- d) Meetings:
  - 08/03/21-4:00 p.m.-Hodgesville PSD
  - 08/03/21-5:00 p.m.-Elkins Road PSD - CANCELLED
  - 08/05/21-3:00 p.m.-Adrian PSD
  - 08/05/21-6:00 p.m.-Buckhannon-Upshur Board of Health
  - 08/05/21-7:00 p.m.-Banks District VFD
  - 08/05/21-7:00 p.m.-Selbyville VFD
  - 08/08/21-6:00 p.m.-Washington District VFD
  - 08/09/21-12:00 p.m.-Upshur County Family Resource Network
  - 08/09/21-4:00 p.m.-Buckhannon Upshur Airport Authority
  - 08/09/21-4:30 p.m.-Upshur County Solid Waste Authority
  - 08/09/21-5:30 p.m.-Buckhannon-Upshur Recreational Park Advisory Board
  - 08/09/21-6:00 p.m.-Lewis-Upshur Community Corrections Board-Lewis County
  - 08/10/21-5:00 p.m.-Elkins Road PSD - Special
  - 08/10/21-7:00 p.m.-Warren District VFD
  - 08/10/21-7:30 p.m.-Adrian VFD
  - 08/11/21-3:00 p.m.-Tennerton PSD
  - 08/11/21-3:00 p.m.-Upshur County Conventions & Visitors Bureau
  - 08/11/21-6:00 p.m.-Buckhannon River Watershed Association – Farm Bureau
  - 08/11/21-7:00 p.m.-Ellamore VFD
  - 08/12/21-3:00 p.m.-Upshur County Safe Sites & Structures Enforcement Board
  - 08/12/21-7:30 p.m.-Buckhannon VFD
  - 08/16/21-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
  - 08/18/21-12:00 p.m.-Lewis Upshur LEPC
  - 08/18/21-4:00 p.m.-Upshur County Public Library Board
  - 08/19/21-6:30 p.m.-Upshur County Youth Camp Board
  - 08/19/21-7:00 p.m.-City Council of Buckhannon
  - 08/20/21-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development Council
  - 08/23/21-7:00 p.m.-Upshur County Fire Fighters Association
  - 08/24/21-5:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
  - 08/24/21-6:30 p.m.-Upshur County Fire Board, Inc.
  - 08/25/21-7:00 a.m.-Upshur County Development Authority – Annual Meeting
  - 08/25/21-10:00 a.m.-James W. Curry Advisory Board
  - 09/08/21-12:00 p.m.-Upshur County Senior Center Board
  - 09/16/21-6:00 p.m.-Upshur County Farmland Protection Board
- 4. Appointments Needed or Upcoming:
  - Buckhannon-Upshur Airport Authority (unexpired term - 6/30/21) - City Representative
  - Upshur County Fire Board (7/1/21-6/30/24) – Fire Association Representative
  - Upshur County Farmland Protection Board (7/1/21-6/30/25)-Farm Bureau Representative
  - Corridor H Authority (7/1/21-6/30/25)
  - Upshur County Fire Board (unexpired term 6/30/22)-Community Representative - 1<sup>st</sup> Mag. District
  - Wes-Mon-Ty Resource Conservation & Development (6/1/21-6/30/23)-County Commission

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\*\*\*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:

1. Approval and signature of a Software License and Implementation Agreement between Central Square Technologies LLC and the Upshur County 911 Communications Center for the license of an integrated Computer System on a subscription basis consisting of a 911 system and any additional applications described in the Agreement and the Addenda. The total amount of this contract is one hundred fifty-three thousand two hundred twenty-three dollars and twenty-four cents (\$153,223.24). (tabled 7/15/2021 – plan to review on 8/26/2021)
2. Approval and signature of a CentralSquare 911 Support Agreement between Central Square Technologies LLC and the Upshur County 911 Communications Center for annual maintenance services and support. The annual Maintenance and Support Fee for year 1 will be nineteen thousand two hundred fifty-six dollars and seventy-five cents (\$19,256.75). (tabled 7/15/2021 – plan to review on 8/26/2021)
3. Ty Landis, Youth Environmental Club – Presentation of proposed amphitheater renovation project at the Upshur County Recreational Park (tabled 7/29/2021) Property inspection was delayed.
4. Correspondence from Thomas J. O’Neill expressing an interest in the vacant seat on the Corridor H Authority. Upon approval, this term will be effective immediately and extend through June 30, 2025. (tabled 7/29/2021)
5. Bid award - COPS Grant #2020-SVWX-0033 Notification System Upgrade Project (tabled 8/12/2021)

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)

- Benjamin Brannon Huffman – Final Settlement
- Michael Thomas O’Hare – Final Settlement Waiver
- April Dawn Pierson Keating – Final Settlement Waiver
- Thomas Reed – Final Settlement Waiver
- Mark F. Riggs – Final Settlement
- Mary A. Ryan – Final Settlement Waiver
- Markeeta Jean Smallwood – Final Settlement Waiver
- Orvil Eugene Woods – Final Settlement Waiver

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:

- Hattie Phillips Heirs Brent Scott - #17143 - \$25.92 – Exoneration Order
- Brenda Sue Hyre - #25070 - -\$150.78 – Correction Order
- Angela Tenney - #17983 - \$2.20 – Correction Order
- Boyles Beverly - #300000007S - #149.76 – Exoneration Order
- Jerald & Vickey L Casto - #308351 – 153.41– Exoneration Order
- Anderson Charles W - #300000005S - \$12.48 – Exoneration Order
- Riffle Virginia L (Suder) Suder Eugina D - #500000101S - \$193.58 – Exoneration Order
- Johnston Debora L & Paul K - #2857 - \$389.21 – Exoneration Order
- Eddie Massie - #308705 - \$84.27 – Exoneration Order
- Randall Moore - #307734 - \$14.82 – Exoneration Order
- Sylvia Gray Casto - #6661 - \$642.18 – Exoneration Order
- Angus Timothy E & Kathleen L - #200000227S - \$27.84 – Exoneration Order
- King Sidney D - #12397 - \$633.73 – Exoneration Order
- Joseph Randall & Tammy Kaye Barnes - #19049 - \$64.62 – Exoneration Order
- David & Kathleen D or Jennifer K Leigh - #301654 - \$46.50 – Exoneration Order
- Alderman Robert - #301034 - \$21.18 – Exoneration Order

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- Alderman Robert - #300967 - \$16.24 – Exoneration Order
- Zirkle Kenneth R or Zirkle Joyce L - #306829 - \$27.58 – Exoneration Order
- Tim Moore - #500000543S - \$9.98 – Exoneration Order
- Queen Timothy W - #200000606S - \$417.74 – Exoneration Order

The Commission approved the following 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.

At 1:00 p.m., the Commission held a meeting with the Court Security Advisory Board.

With no further business, on motion ~~by~~ by Sam Nolte, seconded ~~by~~ by Terry Cutright, the Commission meeting adjourned ~~at~~ at 4:30 p.m.