

UPSHUR COUNTY COMMISSION MEETING

August 31, 2023

The County Commission of Upshur County, West Virginia, held their regular meeting on Thursday, August 31, 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 August 24, 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 and authorized the Commission President to sign 64CSR116 County Questionnaire pertaining to Senate Bill 737. Tabatha Perry explained that the annual pay wage rate decreased because it is based on 40 hours per week and actual work is 36 hours per week. The number will be adjusted. (copy included)

After discussion, on motion by Sam Nolte, seconded by Doug Bush, the Commission approved the James W. Curry Library and Park FY24 Budget. The Commission also approved the request from James W. Curry Advisory Board for additional distribution of the James W. Curry Trust, held by Fulton Financial Advisors, for operations in fiscal year 2024 in the amount of twenty thousand three hundred sixty-three dollars and twelve cents (\$20,363.12). The Commission will send correspondence to Fulton Financial Advisors requesting the additional distribution of the James W. Curry Trust. (copy included)

After discussion, on motion by Doug Bush, seconded by Sam Nolte, the Commission approved the correspondence from Tabatha R. Perry, County Administrator, in consensus with the James W. Curry Advisory Board's request, for the part-time employment of Tiffany M. Shaw as James W. Curry Library Attendant, effective September 10, 2023.

After discussion, on motion by Sam Nolte, seconded by Doug Bush, the Commission approved the request from Tabatha R. Perry to continue advertising for one part-time position (19.5 hours per week) at the James W. Curry Library and Park. Applications will be accepted until position is filled. (copy included)

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

1. Weyerhaeuser Giving Fund Grant Application in the amount of two thousand three hundred sixty-seven dollars (\$2,367) on behalf of Upshur County Parks and Recreation. If awarded, the funds will be utilized to purchase a Forest Animal Tracker Panel for the pavilion/playground area located at the Buckhannon-Upshur Recreational Park.
2. Upshur County Sheriff's Financial Statement for period ending July 31, 2023
3. Upshur County Mileage Reports – July, 2023
 - Addressing and Mapping
 - Dog Pound
 - Emergency Management
 - Maintenance
 - Parks & Recreation
 - Sheriff
 - Upshur 911
4. Public Notices:
 - a) Newsletters and/or Event Notifications: (none)
 - b) Agendas and/or Notice of Meetings: (none)
Meeting Minutes: (none)
 - 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.
5. 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 approved all Invoices for Payment: (list included)

The Commission approved all Vacation Orders: (list included)

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The Commission approved the following Settlements: (as listed)

- Marilyn K. Clarke – Final Settlement Waiver
- John Edwin Wildman – 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 Refunds:

- Bevans Tina A - #500000345 - \$36.98 – Exoneration Order
- Bevans Tina A - #500000346 - \$8.70 – Exoneration Order
- Quick Charles D & Debra - #36209 - \$37.71 – Exoneration Order
- Browning Rebecca Sue Waggy - #495 - \$174.43 – Correction Order
- Rowan Thomas & Gail - #31111 - \$402.95 – Exoneration Order
- Dean Joe or Simmons Kaya - #305697 - \$55.80 – Exoneration Order
- Frederick Troy - #400000461S - \$205.94 – Exoneration Order
- Mt Olive Church of Hemlock - #30492 - \$78.80 – Exoneration Order
- McCartney George or Angela - #600000185 - \$138.16 – Exoneration Order

The Commission approved Requests to Attend Meeting: (none)

The Commission approved the following Consolidation of Land Tracts:

- Warren District – Map 6B Parcel 7 and Map 6B Parcel 12 to make Map 6B Parcel 7 – Johnathan Levi Tomey
- Warren District – Map 6E Parcel 39.01 and Map 6E Parcel 39.02 to make Map 6E Parcel 39.1 – Norman Gower

At 9:15 a.m., Pam Krushansky, Consumer Representative & Compliance Specialist for the Office of the Attorney General, appeared before the Commission to present consumer protection strategies against scamming schemes. Ms. Krushansky stated that West Virginia has a high level of scams because of our aging population and if anyone needs assistance from the Office of the Attorney General, they should call 1-800-368-8808.

At 9:30 a.m., John Waltz, Vice President of Enrollment and Marketing at West Virginia Wesleyan College, appeared before the Commission to give an update on the West Virginia Wesleyan College. This year enrollment of incoming students was 370+, which is the largest incoming class since 2017. West Virginia Wesleyan College has been named the custodian of Alderson Broadus College's transcripts. These transcripts have been physically moved to West Virginia Wesleyan College and an internet link will be available soon. The Inauguration of Dr. James Moore is scheduled for the last week of September, which will coincide with Homecoming and Family Weekend.

At 9:45 a.m., Steve Wykoff, Upshur County Director of Homeland Security and Emergency Management, appeared before the Commission to present the National Preparedness Month Proclamation. After discussion, on motion by Sam Nolte, seconded by Doug Bush, the Commission declared September, 2023 as National Preparedness Month and approved signing the National Preparedness Month Proclamation. (copy included)

At 10:00 a.m., Tabatha Perry explained that the Public Hearing scheduled at this time to consider evidence related to the possible closure of an unused travel way identified on the Ballah View Addition plat as Buckhannon Avenue, located north off of Ballah Street, and running in a north-easterly direction to a private driveway known as Private Lane on the 911 Addressing and Mapping Project, in the Buckhannon District of Upshur County, needed to be rescheduled. This application has been submitted by Cornerstone Community Church per *WV Code §7-1-3h*. The Cornerstone Community Church engaged Hymes and Coonts to conduct a title search, and they found lien holders that need to be notified by utilizing the services provided by the WV Secretary of State's Office in advance. Ms. Perry recommended rescheduling this Public Hearing to October 5, 2023 in order for the lien holders to be properly notified.. After discussion, on motion by Sam Nolte, seconded by Doug Bush, the Commission approved tabling this item until October 5, 2023. (copy included)

The Commission received project updates and reviewed Administrative business items.

With no further business, on motion by Sam Nolte, seconded by Doug Bush, the Commission meeting adjourned at 11:22 a. m.