

# UPSHUR COUNTY COMMISSION MEETING

## January 23, 2020

The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, January 23, 2020 at 9:00 a.m. Terry Cutright called the meeting to order. Present were Terry Cutright, Commissioner; Kristie Tenney, Commissioner; Sam Nolte, Commissioner; Carol Smith, County Clerk; Carrie Wallace, County Administrator; and Lois 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 Kristie Tenney, the Commission approved the regular meeting minutes of January 16, 2020, as submitted.

After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved Request for Bids for the Grounds Keeping Contract for 2020. Grounds keeping will commence on or around March 30, 2020 and will conclude on or around September 30, 2020. All sealed bids must be received no later than 4:00 p.m. on February 24, 2020. Sealed bids received by the above deadline will be opened, reviewed, and read aloud by the Upshur County Commission at 9:15 a.m. on Thursday, February 27, 2020. (copy included)

After discussion, on motion by Sam Nolte, seconded by Kristie Tenney, the Commission approved and authorized Carrie L. Wallace, County Administrator, to use Terry B. Cutright's official signature stamp to sign required documentation on behalf of the Upshur County Commission. (copy included)

After discussion, on motion by Sam Nolte, seconded by Kristie Tenney, the Commission approved and authorized Tabatha R. Perry, Assistant County Administrator, to use Terry B. Cutright's official signature stamp to sign required documentation on behalf of the Upshur County Commission. (copy included)

After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission denied request from Thomas O'Neill, City Attorney of Buckhannon, to modify the language pertaining to the Resolution for Allocation of Funds to the City of Buckhannon, adopted on October 31, 2019. (copy included)

Sara Lewis-Stankus, Superintendent of Upshur County Schools, and Eddie Vincent, Principal of the Buckhannon-Upshur High School, appeared before the Commission to discuss the need for the addition of a second Prevention Resource Officer at the Buckhannon-Upshur High School. This would eliminate the Prevention Resource Officer position currently located at the Buckhannon Academy Elementary School at the end of the school year and would add an additional Prevention Resource Officer to the Buckhannon-Upshur High School as soon as possible. Dr. Stankus explained that the wage and benefit expenses of the position year round would be reimbursed by the Board of Education. After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission agreed to move forward with the preparation of an agreement and forward to the Sheriff and Upshur County Board of Education for review and approval.

Benjamin Claypool, WV DOH Upshur County Supervisor, and his assistant, David Oldaker, appeared before the Commission for introduction and update on local roadways. Mr. Claypool explained that he is the main DOH contact person for Upshur County, outside of the Rt. 33 traffic study, and recommended that requests for need in Upshur County are made to his office directly at (304)473-4225. Mr. Claypool and Mr. Oldaker further provided an update on the Norvell Drive drainage project which is nearing completion in the surveying stage and is expected to be finalized within the next year and a half.

Terry Cutright reviewed the following "For Your Information" items: (copies included)

1. Upshur County Mileage Reports – December, 2019
  - Upshur 911
  - Maintenance
  - Emergency Management
  - Sheriff
  - Addressing and Mapping
  - Community Corrections
  - Dog Pound
2. Public Notices:
  - a. Newsletters and/or Event Notifications: None
  - b. Agendas and/or Notice of Meetings:
    - Upshur County Fire Board, Inc. January 21, 2020
    - Upshur County Development Authority January 22, 2020
  - c. Meeting Minutes:

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- Upshur/Lewis Community Corrections September 9, 2019
- Upshur/Lewis Community Corrections September 18, 2019
- Upshur County Youth Camp November 20, 2019
- Upshur County Public Library Board of Trustees November 20, 2019

d. Meetings:

- 01/02/20-3:00 p.m.-Adrian PSD
- 01/02/20-6:00 p.m.-Buckhannon-Upshur Board of Health
- 01/02/20-7:00 p.m.-Banks District VFD
- 01/02/20-7:00 p.m.-Selbyville VFD
- 01/08/20-3:00 p.m.-Tennerton PSD
- 01/08/20-6:00 p.m.-Buckhannon River Watershed Association – Farm Bureau
- 01/08/20-7:00 p.m.-Ellamore VFD
- 01/08/20-7:00 p.m.-Warren District VFD
- 01/09/20-3:00 p.m.-Upshur County Conventions & Visitors Bureau
- 01/09/20-4:00 p.m.-Upshur County Safe Sites & Structures Enforcement Board
- 01/09/20-4:00 p.m.-Buckhannon Upshur Airport Authority
- 01/09/20-7:30 p.m.-Buckhannon VFD
- 01/13/20-12:00 p.m.-Upshur County Family Resource Network
- 01/13/20-4:30 p.m.-Upshur County Solid Waste Authority
- 01/13/20-5:30 p.m.-Buckhannon-Upshur Recreational Park Advisory Board
- 01/14/20-7:30 p.m.-Adrian VFD
- 01/15/20-7:00 a.m.-Upshur County Development Authority – Full Board
- 01/15/20-12:00 p.m.-Upshur County Senior Center Board
- 01/15/20-12:00 p.m.-Lewis Upshur LEPC – Lewis location
- 01/16/20-2:00 p.m.-Upshur County Farmland Protection Board
- 01/16/20-6:30 p.m.-Upshur County Youth Camp Board
- 01/19/20-6:00 p.m.-Washington District VFD
- 01/20/20-12:00 p.m.- Buckhannon-Upshur Chamber of Commerce
- 01/21/20-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development Council
- 01/21/20-5:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
- 01/21/20-6:30 p.m.-Upshur County Fire Board, Inc.
- 01/27/20-12:00 p.m.-Region VII Planning & Development Council
- 01/27/20-7:00 p.m.-Upshur County Fire Fighters Association
- 02/04/20-4:00 p.m.-Hodgesville PSD
- 02/04/20-5:30 p.m.-Elkins Road PSD
- 02/19/20-4:00 p.m.-Upshur County Public Library Board
- 03/09/20-6:00 p.m.-Lewis-Upshur Community Corrections Board – Lewis Co.
- 03/13/20-11:00 a.m.-Region VI Local Elected Officials
- 03/25/20-10:00 a.m.-James W. Curry Advisory Board

3. Appointments Needed or Upcoming:

- Buckhannon-Upshur Parks and Recreation Advisory Board (BOE appointee – 6/30/2020)

4. Board of Review & Equalization Meeting Schedule:

- 01/30/2020 1:00 p.m. – 3:00 p.m. – No appointments – Review Property Books
- 02/05/2020 1:00 p.m. – 3:00 p.m.
- 02/11/2020 9:00 a.m. – 11:00 a.m. Coal, Oil & Gas and Industrial Appointments
- 02/18/2020 9:00 a.m. – 11:00 a.m. Adjournment

*(These meetings will take place at the Upshur County Administrative Annex)*

The Commission approved all Invoices for Payment. (list included)

The Commission approved all Vacation Orders. (copies included)

The Commission approved the following Settlements. (as listed)

- Edwin Beer – Final Settlement Waiver
- Roberta Louise Hefner – Final Settlement Waiver
- Nora Yvonne Hite – Final Settlement Waiver
- Joseph Edwin Queen – Final Settlement Waiver

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- Robert Dewey Tenney, Sr. – Final Settlement Waiver
- Gerald Ray Waugaman – Final Settlement Waiver

The Commission approved the following Exonerations and/or Refunds. (copies included)

- Nancy Lou Humphrey - #01307039 - \$27.06 - Exoneration Order
- David B. or Melinda S. Rice - #309042 - \$11.82 - Refund Order

The Commission approved the following “Consolidation of Land Tracts” (copies included):

- Washington District - blend Map 8N Parcel 1, Map 8N Parcel 60, Map 8N Parcel 1.3, Map 8N Parcel 1.1, Map 7N Parcel 35, and May 7N Parcel 36 to make Map 8N Parcel 1 - Owners, Elmore, James B. and Misti D.

The Commission approved the following “Requests to Attend Meeting” (copies included):

- Stacie Wentz -1/28/2020-1/30/2020
- Chris Alkire - 3/7/2020-3/8/2020

The Commission approved the following “Requests to Attend Meeting” (copies included):

Tabled Items: (none)

The Commission reviewed administrative items.

With no further business, on motion by Kristie Tenney, seconded by Sam Nolte the Commission meeting adjourned at 2:00 p.m. .