

UPSHUR COUNTY COMMISSION MEETING

October 7, 2021

The County Commission of Upshur County, West Virginia, held their regular meeting on Thursday, October 7, 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/DHSEM Director; Tabatha R. Perry, Assistant County Administrator/Assistant DHSEM Director 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 Terry Cutright, the Commission approved the regular meeting minutes of September 30, 2021, and special meeting minutes of October 1, 2021, as submitted.

Kristie Tenney reviewed scheduled appointments and agenda items.

After discussion, on motion by Terry Cutright, seconded by Sam Nolte, the Commission adopted Policy Extending Emergency Absentee Voting. (copy included)

After discussion, on motion by Terry Cutright, seconded by Sam Nolte, the Commission approved the Order of the Number of Election Officials and Election Commissioners for the January 15, 2022 Special School Bond Election. (copy included)

After discussion, on motion by Sam Nolte, seconded by Terry Cutright, the Commission approved the Order of the Number of Sets of Emergency Absentee Voting Commissioners for the January 15, 2022 Special School Bond Election. (copy included)

After discussion, on motion by Terry Cutright, seconded by Sam Nolte, the Commission approved and authorized the President to sign Grievance Procedure for Complaints Relating to Suspected of Alleged Discrimination on the Basis of Handicapped Status in Upshur County, WV. (copy included)

After discussion, on motion by Sam Nolte, seconded by Terry Cutright, the Commission approved and authorized the President to sign a Tyler Mountain Rental Agreement for equipment located at the Office of Emergency Management in the amount of \$6 per month for a period of one year. (copy included)

At 9:05 a.m., Senator Bill Hamilton appeared before the Commission to present an LEDA Grant Award to the Upshur County Commission for the Warren District Community Building along with a check for \$5,000. Senator Hamilton explained that he had requested this funding because the Warren District Community Board had to repair the septic system and HVAC. Due to COVID this past year, they have been unable to have fund raisers. Cary Smith and Melvin Rohr were present to represent the Warren District Community Building Board of Directors (copy included)

After discussion, on motion by Terry Cutright, seconded by Sam Nolte, 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 \$13, 512.85. This is for Request for Funds #24. (copy included)

After discussion, on motion by Sam Nolte, seconded by Terry Cutright, the Commission approved the request from Carrie Wallace, County Administrator/DHSEM Director, to be appointed to the vacant Emergency Management representative seat on the Enhanced Emergency Telephone Advisory Board. Ms. Wallace's term will expire on June 30, 2022. (copy included)

After discussion, on motion by Terry Cutright, seconded by Sam Nolte, the Commission approved Shari Zalaznik as a Lewis-Upshur Animal Control Facility Volunteer.

After discussion, on motion by Sam Nolte, seconded by Terry Cutright, the Commission approved Application for Donated Leave.

At 9:15 a.m., Lowell Peterson, on behalf of the Upshur County Farmland Protection Board, appeared before the Commission to present an Overview of the purpose of the Program and annual update. Also attending from the Upshur County Farmland Protection Board were Jennifer Bostian, Laura Rusmisell and Dr. Joseph Reed. Mr. Peterson explained that the Board is currently updating their ranking system. The Farmland Protection Board was established in 2012 and have had six formal applications; one has been completed and another property is in process. Mr. Peterson stated that Dustin Zickefoose, Assessor, and his department, have been very helpful in providing names and addresses for property owners who are applying for farm use acceptance, so that post cards detailing the goal of the Farmland Protection Board could be mailed to them. Mr. Peterson presented a proclamation to thank Dr. Joseph Reed for his membership on the Board for two terms.

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At 9:31 a.m., Alan Tucker, Tim Rock and Bill Nicholson, on behalf of the Buckhannon Band of Brothers – 2022 Calendar Campaign Kickoff, appeared before the Commission. Proceeds from the calendar sale will be focused on underprivileged children, helping provide abused, neglected and disadvantaged children a nice Christmas. Last year the Band of Brothers goal was helping those from 0 to 95; therefore, were able to reach 35 nursing homes in 19 counties with \$750 to \$5,000. This year, their focus is on underprivileged kids who are in foster homes, at-risk families, etc. Tim Rock said the Band of Brothers supports the Christmas Store, Upshur County Parish House, fees for kids to go on Mission trips with churches, Healthy Grandparent Program, North Appalachian Team Challenge for Substance Abuse and coordinates the prison Angel tree program. Additionally, on October 30, 2021 beginning at 11:00 a.m., the Band of Brothers are holding a barbecue chicken dinner for the benefit of Seth Poling.

After discussion, on motion by Sam Nolte, seconded by Terry Cutright, the Commission moved to keep possession of the Hampton Community Building to determine if any non-profits express interest after the media reports on the availability of the building. Interested organizations should contact Carrie Wallace in the Commission Office. The Commission will re-evaluate at the end of the year if there is no interest.

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

1. Press release (9/30/21) – Altice USA Invests in Advanced Infrastructure to Bring Faster Broadband Speeds to Suddenlink Customers in WV.
2. Weyerhaeuser Giving Fund Grant Application in the amount of \$11,500 on behalf of the James W. Curry Library and Park. If awarded, the fund will be utilized to purchase a zero-turn mower. Carrie Wallace explained that the James W. Curry Library Board should get response in November regarding the request for an additional allocation from the Trust. If the full amount of the request is approved, then the Trust funds allocated towards the mower will be rolled over to carryover in 2023.
3. Adrian Public Service District 2021-2022 budget and certification of customers.
4. Upshur County Building & Floodplain Permits for the month of September, 2021
5. Public Notices:
 - a) Newsletters and/or Event Notifications:
 - James W. Curry Public Library October calendar of events
 - b) Agendas and/or Notice of Meetings:
 - Elkins Road PSD October 5, 2021
 - City Council of Buckhannon October 7, 2021
 - Upshur Solid Waste Authority November 8, 2021
 - c) Meeting Minutes: (none)
 - d) Meetings:
 - 10/05/21-4:00 p.m.-Hodgesville PSD
 - 10/05/21-5:00 p.m.-Elkins Road PSD
 - 10/07/21-3:00 p.m.-Adrian PSD
 - 10/07/21-7:00 p.m.-Banks District VFD
 - 10/07/21-7:00 p.m.-Selbyville VFD
 - 10/10/21-6:00 p.m.-Washington District VFD
 - 10/11/21-12:00 p.m.-Upshur County Family Resource Network
 - 10/11/21-4:00 p.m.-Buckhannon Upshur Airport Authority
 - 10/11/21-4:30 p.m.-Upshur County Solid Waste Authority
 - 10/11/21-5:30 p.m.-Buckhannon-Upshur Recreational Park Advisory Board
 - 10/12/21-7:00 a.m.-Upshur County Development Authority–Full Board
 - 10/12/21-7:00 p.m.-Warren District VFD
 - 10/12/21-7:30 p.m.-Adrian VFD
 - 10/13/21-12:00 p.m.-Upshur County Senior Center Board
 - 10/13/21-3:00 p.m.-Tennerton PSD
 - 10/13/21-3:00 p.m.-Upshur County Conventions & Visitors Bureau
 - 10/13/21-6:00 p.m.-Buckhannon River Watershed Association – Farm Bureau
 - 10/13/21-7:00 p.m.-Ellamore VFD
 - 10/14/21-3:00 p.m.-Upshur County Safe Sites & Structures Enforcement Board
 - 10/14/21-7:30 p.m.-Buckhannon VFD
 - 10/15/21-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development Council
 - 10/18/21-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce

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- 10/18/21-6:00 p.m.-Lewis-Upshur Community Corrections Board-Upshur County
- 10/20/21-12:00 p.m.-Lewis Upshur LEPC – Lewis County
- 10/20/21-4:00 p.m.-Upshur County Public Library Board
- 10/21/21-6:00 p.m.-Upshur County Farmland Protection Board
- 10/21/21-6:30 p.m.-Upshur County Youth Camp Board
- 10/21/21-7:00 p.m.-City Council of Buckhannon
- 10/25/21-10:00 a.m.-Mountain CAP of WV, Inc., a CDC
- 10/25/21-12:00 p.m.-Region VII Planning & Development Council
- 10/25/21-7:00 p.m.-Upshur County Fire Fighters Association
- 10/26/21-3:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
- 10/26/21-6:30 p.m.-Upshur County Fire Board, Inc.
- 10/27/21-1:00 p.m.-James W. Curry Advisory Board
- 11/04/21-6:00 p.m.-Buckhannon-Upshur Board of Health

6. Appointments Needed or Upcoming:

- Upshur County Fire Board (unexpired term 6/30/22)-Community Representative - 1st Mag. District
- Safe Sites & Structures Enforcement Agency (6/30/22) – Community 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. 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. Ty Landis, Youth Environmental Club – Presentation of proposed amphitheater renovation project at the Upshur County Recreational Park (*tabled 7/29/2021*) No action was taken.
2. Consider appointment to the vacant community representative seat on the Upshur County Safe Sites and Structures Enforcement Agency. Upon approval, this term will be effective immediately and expire on June 30, 2022. (*tabled 9/30/21*). After discussion, on motion by Terry Cutright, seconded by Sam Nolte, the Commission approved the request from Kristie Tenney to appoint Chris Alkire to this board. Greg Harris also will remain on the board and serve as a mentor to Mr. Alkire.

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)

- Doris Mae Coffman– Final Settlement
- Ruby L. Ogden – Final Settlement Waiver
- LeVonda Jane Samples– Third Annual Settlement
- Duane August Thunstrom – Final Settlement Waiver

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

- John A. Hull – Certification of Completion
- Keven Ray Pringle – Certification of Completion
- Gloria M. Valaer – Certification of Completion

The Commission approved the following Corrections, Exonerations and/or Refunds: (none)

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

The Commission approved the following Consolidation of Land Tracts: (none)

- Banks District – Map 2P Parcel 47 and Map 2P Parcel 46 to make Map 2P Parcel 47 – Gregory L. Moats

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.