

UPSHUR COUNTY COMMISSION MEETING

December 19, 2019

The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, December 19, 2019 at 9:00 a.m. Sam Nolte called the meeting to order. Present were Sam Nolte, Commission President; Kristie Tenney, Commissioner; Terry Cutright, 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.

Sam Nolte reviewed scheduled appointments and agenda items.

After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved the regular meeting minutes of December 12, 2019 as submitted.

After discussion, on motion by Kristie Tenney, seconded by Terry Cutright, the Commission approved an Order appointing the Sheriff of Upshur County as the Administrator for the Estate of Ronnie W. Jackson, deceased. (copy included)

After discussion, on motion by Terry Cutright, seconded by Sam Nolte, the Commission approved the request from Tasha Harris, WVU Extension Agent, to donate ten (one-day) pool passes to utilize as auction/raffle items during the Upshur County Youth Livestock Association elimination dinner to be held on January 18, 2020. (copy included)

After discussion, on motion by Kristie Tenney, seconded by Terry Cutright, the Commission voted to move forward with implementing a fee structure to the Upshur County Floodplain Ordinance, previously adopted on September 16, 2010. Revisions will be presented on January 9, 2020 for first reading, and January 16, 2020 for second reading. Terri Jo Bennett explained that Upshur is one of seven counties that does not have an ordinance in place for flood plain construction. Once the Ordinance is approved, Terri Jo will send a letter to all certified contractors in Upshur County detailing permit procedures. She will also send a post card to individuals owning property in the flood plain stating the new requirements. (copy included)

After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved the new Upshur County Animal Control Officer Job Description. (copy included)

Sam Nolte reviewed the following "For Your Information" items: (copies included)

1. Proclamation made by Governor Jim Justice on December 10, 2019 permitting public employees of this State to generally cease business the entire workday of Tuesday, December 24, 2019, in acknowledgement of the holiday season. This proclamation further reads that public employees of this State may be excused from their work duties the entirety of the day without charge against accrued annual leave. In accordance with subsection (c), section one, article two, chapter two of the WV Code, County Commissions may treat the day as if it were a legal holiday, and the Courts may do the same. The Courthouse and Annex will be closed per the 2019 Calendar Year Legal Holiday Schedule revised on July 11, 2019.
2. Upshur County Sheriff's Financial Statement for Period Ending November 2019
3. Public Notices:
 - a. Newsletters and/or Event Notifications:
 - A Christmas Night for the Whole Family hosted by the Upshur County Senior Center – December 20th from 3 p.m. to 6 p.m.
 - Congressman Alex X. Mooney Grants Workshop – January 27th from 10 a.m. to 3 p.m. in Martinsburg, WV
 - b. Agendas and/or Notice of Meetings:

• Upshur County Safe Structures and Sites Enforcement Board	December 18, 2019
• Upshur County Development Authority	December 18, 2019
• City Council of Buckhannon	December 19, 2019
• Upshur-Buckhannon Board of Health	January 2, 2020
 - c. Meeting Minutes:

• Upshur-Buckhannon Board of Health	March 7, 2019
• Upshur-Buckhannon Board of Health	May 2, 2019
• Upshur-Buckhannon Board of Health 2019	July 11,
• Upshur-Buckhannon Board of Health	September 5, 2019
• Tennerton PSD	October 9, 2019
• Upshur County Convention and Visitors Bureau	October 10, 2019
• Upshur-Buckhannon Board of Health	October 21, 2019
• Upshur County Solid Waste Authority	November 4, 2019

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- Adrian PSD November 7, 2019
- Tennerton PSD November 13, 2019
- Upshur County Senior Center November 13, 2019

d. Meetings:

- 12/11/19-7:00 p.m.-Warren District VFD
- 12/12/19-3:00 p.m.-Upshur County Conventions & Visitors Bureau
- 12/18/19-12:00 p.m.-Lewis Upshur LEPC – Upshur location
- 12/18/19-4:00 p.m.-Upshur County Public Library Board
- 12/19/19-6:30 p.m.-Upshur County Youth Camp Board
- 12/23/19-10:00 a.m.-Mountain CAP of WV, Inc. a CDC
- 12/30/19-7:00 p.m.-Upshur County Fire Fighters Association
- 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
- 01/07/20-4:00 p.m.-Hodgesville PSD
- 01/07/20-5:30 p.m.-Elkins Road PSD
- 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
- 01/09/20-4:00 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
- 01/16/20-2:00 p.m.-Upshur County Farmland Protection 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
- 03/13/20-11:00 a.m.-Region VI Local Elected Officials
- 03/25/20-10:00 a.m.-James W. Curry Advisory Board
- TBD-6:00 p.m.-Lewis-Upshur Community Corrections Board

4. Appointments Needed or Upcoming: (none)

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)

- Nora Lee Fultz – Final Settlement
- Alvin E. Hall – Final Settlement
- Delores Loretta Simmons – Final Settlement
- Cheryl Jean Snyder – Final Settlement Waiver

Tabled Items: (none)

The Commission reviewed administrative items.

With no further business, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission meeting adjourned at 12:20p.m.