

UPSHUR COUNTY COMMISSION MEETING

February 22, 2018

The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, February 22, 2018 at 9:00 a.m. Sam Nolte called the meeting to order. Present were Sam Nolte, Commissioner; Troy A. Brady, Commissioner; Carol Smith, Upshur County Clerk; Carrie Wallace, Upshur County Administrator; Tabatha Perry, Assistant County Administrator and Jacqueline Dinklocker, Secretary. Terry Cutright, Commissioner, was not in attendance. 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 Troy A. Brady seconded by Sam Nolte, the Commission approved the regular meeting minutes of February 15, 2018 as submitted.

Carrie Wallace advised that the meeting minutes of the 2018 Board of Review and Equalization (BORE) were not available. On motion by Troy A. Brady, seconded by Sam Nolte, the Commission approved to table the agenda item for a future meeting.

After discussion, on motion by Troy A. Brady seconded by Sam Nolte, the Commission approved the appointment of the Sheriff of Upshur County as the Administrator with the Will Annexed for the Estate of Vernon Lyle Harris (copy included) as requested by Carol J. Smith, Upshur County Clerk.

After discussion, on motion by Troy A. Brady seconded by Sam Nolte, the Commission approved a request from Debra Hupp, President of the WV Strawberry Festival Association, Inc. for the use of the Courthouse Plaza from May 12th through 20th and that the picnic tables be moved from the Buckhannon-Upshur Recreational Park to Spring Street for use in Vendors Alley (copy included).

After discussion, on motion by Troy A. Brady seconded by Sam Nolte, the Commission approved and authorized the President to sign the Youth Conservation Education Grant Application in the amount of \$17,343.82 sponsored by the W.V. Association of Conservation Districts and NRCS (copy included). If approved, funds will be used for the construction of an outdoor education shelter with amphitheater seating and for wildflower plantings.

After discussion, on motion by Troy A. Brady seconded by Sam Nolte, the Commission approved the advertisement/job posting for full-time seasonal Pool Director and full-time seasonal Concession Stand Manager. Employment will commence at the beginning of May and will continue through mid-August. A Certified Pool Operator (CPO) license is required for the Pool Director position and a WV Food Handler's Card is required for the Concession Stand Manager position. Applications must be returned on or before March 30, 2018.

Sam Nolte reviewed the following "For Your Information" items:

1. Statewide Transportation Improvement Program (STIP) FFY 2016-2021 Program Amendment dated February 13, 2018.
2. Article from The Register-Herald – "Summers County to host March 15 MVP public meeting" – submitted by April Pierson-Keating, Mountain Lakes Preservation Alliance
3. Upshur County Sheriff's Financial Statement for Period Ending January 2018
4. Lewis-Upshur Animal Control Facility Adoption Financial Transactions – November & December 2017
5. Upshur County E911 Communication Reports --- January 2018
 - Monthly Call Summary Report
 - Monthly Department Summary Report
 - Monthly and YTD Wrecker Report
6. Newsletters and/or Event Notifications:
 - Buckhannon-Upshur Chamber of Commerce Annual Dinner – March 22nd from 6 p.m. to 9 p.m.

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7. Agendas and/or Notice of Meetings:
 - Upshur County Fire Board, Inc.-February 20, 2018
 - Wes-Mon-Ty RC&D Board of Directors-February 20, 2018
 - Lewis-Upshur LEPC- February 21, 2018
8. Meeting Minutes:
 - Upshur County Family Resource Network-January 8, 2018
 - Elkins Road PSD-January 9, 2018
 - Upshur County Senior Center-January 10, 2018
 - Buckhannon-Upshur Chamber of Commerce-January 15, 2018
 - Upshur County Youth Camp- January 18, 2018
9. Meetings:
 - 02/20/18-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development Council
 - 02/20/18-5:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
 - 02/20/18-6:30 p.m.-Upshur County Fire Board, Inc.
 - 02/21/18-12:00 p.m.-Lewis Upshur LEPC---Lewis location
 - 02/26/18-10:00 a.m.-Mountain CAP of WV, Inc. a CDC
 - 02/26/18-6:00 p.m.-Upshur County Fire Fighters Association
 - 03/01/18-6:00 p.m.-Buckhannon-Upshur Board of Health
 - 03/01/18-7:00 p.m.-Banks District VFD
 - 03/01/18-7:00 p.m.-Selbyville VFD
 - 03/05/18-6:00 p.m.-Lewis-Upshur Community Corrections Board-Upshur County
 - 03/06/18-5:30 p.m.-Elkins Road PSD
 - 03/06/18-4:00 p.m.-Hodgesville PSD
 - 03/08/18-1:00 p.m.-Adrian PSD
 - 03/08/18-4:00 p.m.-Upshur County Safe Sites & Structures Ordinance Board
 - 03/08/18-3:00 p.m.-Upshur County Conventions & Visitors Bureau
 - 03/08/18-4:00 p.m.-Buckhannon Upshur Airport Authority
 - 03/08/18-7:30 p.m.-Buckhannon VFD
 - 03/12/18-12:00 p.m.-Upshur County Family Resource Network
 - 03/12/18-4:30 p.m.-Upshur County Solid Waste Authority
 - 03/12/18-5:30 p.m.-Buckhannon-Upshur Recreational Park Advisory Board
 - 03/13/18-4:00 p.m.-Upshur County Public Library Board
 - 03/13/18-7:30 p.m.-Adrian VFD
 - 03/14/18-7:00 p.m.-Buckhannon River Watershed Association-Board of Directors
 - 03/14/18-7:00 p.m.-Ellamore VFD
 - 03/14/18-12:00 p.m.-Upshur County Senior Center Board
 - 03/14/18-6:00 p.m.-Upshur County Citizens Corp – CERT
 - 03/14/18-7:30 p.m.-Warren District VFD
 - 03/14/18-3:00 p.m.-Tennerton PSD
 - 03/15/18-2:00 p.m.-Upshur County Farmland Protection Board
 - 03/15/18-6:30 p.m.-Upshur County Youth Camp Board
 - 03/18/18-6:00 p.m.-Washington District VFD

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- 03/19/18-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
- 03/21/18-7:00 a.m.-Upshur County Development Authority – Full Board
- 03/28/18-10:00 a.m.-James W. Curry Advisory Board

10. Appointments Needed or Upcoming: (none)

The Commission approved all invoices for payment (copies included).

The Commission approved all Vacation Orders.

The Commission approved the following “Settlements” (copies included):

- Bradley Wayne Bailey—Final Settlement
- Clara Ruth Boyles—Final Settlement
- Sylvester L. Green—Final Settlement Waiver
- Loren E. Huffman—Final Settlement Waiver
- Rodney Wayne Landis—Final Settlement
- Leonard S. Mick—Final Settlement Waiver
- Joyful Peace Sneed—Fourth Annual Settlement
- Robert L. Wharton—Final Settlement Waiver
- Patty Jo Wimer—Final Settlement

The Commission approved the following “Exonerations and/or Refunds” (copies included):

- Stevie N. Simons—#4245—\$22.06
- Todd O. & Anastasia Simmons—#4246—Corrective Ticket
- Christopher S. Radcliff or James Yoders—#4247—\$126.10
- Michael G. Shaffer or Jeanetta J. Shaffer—#4248—\$593.38
- Russell W. Day—#4254—\$12.60
- Russell A. or Kimberly Gifford—#4255—\$224.06

The Commission reviewed agenda items for future meetings, received project updates and discussed administrative business items.

The Commission recessed at 10:55 a.m.

The Commission reconvened at 11:00 a.m. in the Circuit Courtroom on the 2nd floor of the Courthouse. Greg Harris, Upshur County Facilities Director, provided information concerning updates and renovations. Chief Circuit Court Judge Jacob Reger and Circuit Court Judge Kurt Hall presented the Maintenance Department with an Appreciation Plaque for their work on the renovation. Luncheon was served.

The Commission recessed at 12:15 p.m.

The Commission attended the FY 2018 Court Security Grant Meeting at 3:00 p.m. (Minutes included).

The Commission reconvened at 3:50 p.m.

With no further business, on motion by Troy A. Brady seconded by Sam Nolte, the Commission meeting adjourned at 3:50 p.m.