

UPSHUR COUNTY COMMISSION MEETING

March 5, 2020

The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, March 5, 2020 at 9:00 a.m. Terry B. Cutright called the meeting to order. Present were Terry B. Cutright, Commissioner; Kristie G. Tenney, Commissioner; Samuel R. Nolte, Commissioner; Carol J. Smith, County Clerk; Carrie L. Wallace, 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.

Terry B. Cutright reviewed scheduled appointments and agenda items.

After discussion, on motion by Sam Nolte, seconded by Kristie Tenney, the Commission approved the regular meeting minutes of February 27, 2020, as submitted.

After discussion, on motion by Sam Nolte, seconded by Kristie Tenney, the Commission approved and authorized the President to sign the FY 21 WV Community Corrections Grant Program Application request in the amount of \$324,188 in state funds to be used to provide alternative sentencing and re-entry services for eligible offenders. (copy included)

After discussion, on motion by Sam Nolte, seconded by Kristie Tenney, the Commission approved and authorized the President to sign the FY 21 WV Treatment Supervision Grant Program Application request in the amount of \$85,182 in state funds to be used to provide alternative sentencing and re-entry services for eligible offenders. These funds are allocated for the payment of wages of a full-time counselor and two part-time peer recovery coaches. (copy included)

After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved the resignation of Alison Wagner, Tri-County Child Exchange & Visitation Program Monitor, effective February 22, 2020, as submitted by Bethany Kirchberg, Tri-County Child Exchange & Visitation Program Coordinator.

After discussion, on motion by Sam Nolte, seconded by Kristie Tenney, the Commission approved the resignation of Alexis Brockelman, Tri-County Child Exchange & Visitation Program Supervisor/Monitor, effective February 29, 2020.

After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved the resignation of Patty Hardman, Tri-County Child Exchange & Visitation Program Site Supervisor, effective February 29, 2020.

After discussion, on motion by Sam Nolte, seconded by Kristie Tenney, the Commission approved the employment of Tesla McCall, as part-time Program Monitor, per a request from Bethany Kirchberg, Tri-County Child Exchange & Visitation Program Coordinator. Ms. McCall's employment will be effective March 6, 2020 at the hourly pay rate of \$8.75 per hour at no more than 19 hours per week. (copy included)

After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved Lewis-Upshur Animal Control Facility Volunteer Christina Kurzrock. (copy included)

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

1. Correspondence from Leroy E. Barker, Assistant Director of the Property Tax Division, State of WV Department of Revenue State Tax Department, providing a budget amount estimate in the sum of \$32, 733 to assist in the task of preparing FY 2020-2021 budget for the Statewide Computer Network, Account 408.
2. Upshur County Building Permits – February, 2020
3. Upshur County E911 Communication Reports – February, 2020
 - Monthly Department Summary Report
 - Monthly Wrecker Report
 - YTD Wrecker Report
4. Upshur County Mileage Reports – January, 2020
 - Upshur 911
 - Maintenance
 - Emergency Management
 - Sheriff
 - Addressing and Mapping
 - Community Corrections
 - Dog Pound
5. Public Notices:
 - a. Newsletter and/or Event Notifications:
 - The Curry Courier: January – February 2020

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- b. Agendas and/or Notice of Meetings:
- Elkins Road PSD March 3, 2020
 - Hodgesville PSD March 3, 2020
 - City Council of Buckhannon March 5, 2020
 - Upshur County Solid Waste Authority March 9, 2020
- c. Meeting Minutes:
- Upshur County ETAB January 21, 2020
- d. Meetings:
- 03/02/20-6:00 p.m.-Buckhannon-Upshur Chamber of Commerce – Annual Dinner
 - 03/02/20-6:00 p.m.-Lewis-Upshur Community Corrections Board – Lewis Co.
 - 03/03/20-4:00 p.m.-Hodgesville PSD
 - 03/03/20-5:30 p.m.-Elkins Road PSD
 - 03/05/20-3:00 p.m.-Adrian PSD
 - 03/05/20-6:00 p.m.-Buckhannon-Upshur Board of Health
 - 03/05/20-7:00 p.m.-Banks District VFD
 - 03/05/20-7:00 p.m.-Selbyville VFD
 - 03/05/20-7:00 p.m.-City Council of Buckhannon
 - 03/09/20-12:00 p.m.-Upshur County Family Resource Network
 - 03/09/20-4:30 p.m.-Upshur County Solid Waste Authority
 - 03/09/20-5:30 p.m.-Buckhannon-Upshur Recreational Park Advisory Board
 - 03/10/20-7:30 p.m.-Adrian VFD
 - 03/11/20-3:00 p.m.-Tennerton PSD
 - 03/11/20-3:00 p.m.-Upshur County Conventions & Visitors Bureau
 - 03/11/20-6:00 p.m.-Buckhannon River Watershed Association – Farm Bureau
 - 03/11/20-7:00 p.m.-Ellamore VFD
 - 03/11/20-7:00 p.m.-Warren District VFD
 - 03/12/20-4:00 p.m.-Upshur County Safe Sites & Structures Enforcement Board
 - 03/12/20-4:00 p.m.-Buckhannon Upshur Airport Authority
 - 03/12/20-7:30 p.m.-Buckhannon VFD
 - 03/13/20-11:00 a.m.-Region VI Local Elected Officials
 - 03/15/20-6:00 p.m.-Washington District VFD
 - 03/17/20-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development Council
 - 03/17/20-6:30 p.m.-Upshur County Fire Board, Inc.
 - 03/18/20-7:00 a.m.-Upshur County Development Authority – Full Board
 - 03/18/20-12:00 p.m.-Upshur County Senior Center Board
 - 03/18/20-4:00 p.m.-Upshur County Public Library Board
 - 03/19/20-2:00 p.m.-Upshur County Farmland Protection Board
 - 03/19/20-6:30 p.m.-Upshur County Youth Camp Board
 - 03/24/20-5:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
 - 03/25/20-10:00 a.m.-James W. Curry Advisory Board
 - 03/30/20-7:00 p.m.-Upshur County Fire Fighters Association
 - 04/15/20-12:00 p.m.-Lewis Upshur LEPC – Upshur Location
6. Appointments Needed or Upcoming:
- Buckhannon-Upshur Parks and Recreation Advisory Board (BOE appointee – 6/30/2020)
7. Budget Hearing Schedule
- The Commission will hold budget hearings at the Upshur County Administrative Annex on the following dates. For a detailed list of meetings, please contact Carrie L. Wallace at clwallace@upshurcounty.org.
- Monday, March 9th beginning at 9:00 a.m.
 - Tuesday, March 10th beginning at 9:00 a.m.
 - Wednesday, March 11th beginning at 9:00 a.m.
 - Thursday, March 12th beginning at 1:00 p.m.
 - Monday, March 16th beginning at 9:00 a.m.

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Tabled items:

1. Chapman Case Number 101118-01 (Warren District – Tax Map 6B Parcel Number 11).
No action was taken.

Vanessa Strickland, Make-A-Wish Regional Coordinator, appeared before the Commission and presented an overview of local projects and requested funding from the Commission. Ms. Strickland stated that there are two local youth who are currently in the program. On April 18, 2020 the 4th annual Walk for Wishes event will be held in Morgantown, free of charge, but could be a fund raising event if anyone desires. Terry Cutright stated that budget hearings will be going on next week and the Commission will consider the Make-A-Wish request.

Cheyenne Troxell, Program Director for Community Corrections, appeared before the Commission and provided a review of the 2019 Annual Report (copy included). Ms. Troxell provided data and information and reported a savings of \$1,554,615 versus the cost of regional jail fees. The 26th Judicial Circuit Community Corrections Program serves both Lewis and Upshur counties.

Rodney Rolenson, Corporal and Home Confinement Supervisor, appeared before the Commission and provided a review of the 2019 Upshur County Home Confinement Year End Report (copy included). Cpl. Rolenson provided data and information on the program and reported the program savings in regional jail fees in the amount of \$269,235.

Vivian Parsons, Public Entity Specialist, WV Counties Risk Pool, appeared before the Commission and provided a general update on WV Counties Risk Pool. Ms. Parsons stated that the Risk Pool is in its 13th year and is in good financial condition. The Risk Pool provides training at no extra charge for active shooter training, cyber security (geared to employees), cyber coaching, workplace sexual harassment training, blood work pathogen training, and law enforcement training.

David H. Coffman, Upshur County Sheriff, appeared before the Commission and gave a brief update on SUV and sedan repairs. Sheriff Coffman also stated they are in the process of testing deputy sheriff candidates and should receive test results from Charleston next week.

David H. Coffman, Upshur County Sheriff, along with Dr. Sara Stankus, Superintendent of Upshur County Schools, and Jodie Akers, Student Services, appeared before the Commission and presented a proposal for a 2nd PRO officer at the high school. This position would be paid by the Upshur County Board of Education. Sheriff Coffman requested that the Chief Deputy of Administration position, held previously by Virgil Miller, be used for this new supervisory position. This position would be effective August 1, 2020. Dustin Zickefoose, Upshur County Assessor, has agreed to donate a 2014 sedan for use by this officer, pending purchase of a replacement truck through the Valuation Fund. After discussion, on motion by Sam Nolte, seconded by Kristie Tenney, the Commission approved hiring a 3rd PRO officer and to complete MOU with the Upshur County Board of Education to finalize details. Once these details are worked out, Sheriff Coffman will send a formal request for position to the Commission.

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)

- Edna Delia Anadon – Final Settlement Waiver
- Bradford Bernice Bolton – Final Settlement Waiver

The Commission approved the following Certification of Completion of Ancillary Administration of WV Real Estate Without Appointment. (as listed) None.

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

- Happy Grass Lawn Care Curtis Howes - #300762 - \$213.56 - Exoneration Order

The Commission approved the following Consolidation of Land Tracts.

- Buckhannon District – Blend Map 5J Parcel 76.1 and Map 5J Parcel 76.10 to make Map 5J Parcel 76.1 – Owners, Creed G. Jr. and Mary J. Pletcher

The Commission approved the following Requests to Attend Meeting. (copies included)

- Jason K. Knicely – 05/01/2020-05/03/2020

The Commission reviewed administrative items.

With no further business, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission meeting adjourned at 1:30 p.m.