

UPSHUR COUNTY COMMISSION MEETING

March 01, 2018

The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, March 1, 2018 at 9:00 a.m. Sam Nolte called the meeting to order. Present were Sam Nolte, Commissioner; Troy A. Brady, Commissioner; Terry Cutright, Commissioner; Carrie Wallace, Upshur County Administrator; Tabatha Perry, Assistant County Administrator and Jacqueline Dinklocker, 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 Troy A. Brady seconded by Sam Nolte, the Commission approved the regular meeting minutes of February 22, 2018 as submitted.

Tabatha Perry opened and reviewed bids for Environmental Consultant Services necessary to undertake remediation planning activities for the completion of the Upshur County Youth Camp Tar Pit EPA Brownfields Cleanup Project. Bids were received from the following companies: Downstream Strategies, Environmental Standards, Ryan Environmental, R K & K Engineers, Thrasher, Cardno, Compliance Management International and Terradon Corp. Carrie Wallace made a recommendation to establish a review committee consisting of a Commissioner, the County Administrator and Assistant County Administrator to interview applicants and make recommendations to the Commission. Terry Cutright advised that he will be willing to serve on the proposed committee. After discussion, on motion by Terry Cutright, seconded by Troy A. Brady, the Commission approved to establish a review committee consisting of Terry Cutright, Carrie Wallace, and Tabatha Perry.

Sam Nolte reviewed scheduled appointments and agenda items

Dr. Joseph B. Reed appeared before the Commission and reviewed his correspondence to the Commission regarding Brushy Fork Road, County Route 7 and the pending modification between Corridor H and the road leading to the Upshur County Regional Airport. Dr. Reed would like to suggest exploring the possibility of establishing a bicycle lane on that road project or establishing a walk/bicycle path along the city's utility right of way to the Event Center on Brushy Fork. Dr. Reed also suggested a promotion to encourage pedestrians to wear light colored clothing when walking after dark or during low light conditions. Carrie Wallace advised that she will follow up with the DOH (Department of Highways) to bring attention to these problems and suggested that Dr. Reed follow up with the Development Authority.

Ginny Dixon appeared before the Commission on behalf of Lori Ulderich Harvey and the Upshur County Family Resource Network and Tobacco Prevention Coalition and read the "Kick Butts Day Proclamation which designates March 21, 2018 as "Kick Butts Day" in Upshur County and "...encourage(s) the residents of Upshur County to assist in creating a smoke free environment." After discussion, on motion by Terry Cutright, seconded by Troy A. Brady, the Commission approved the signing of the proclamation (copy included).

After discussion, on motion Terry Cutright seconded by Troy A. Brady, the Commission approved and authorized the President to sign the Outlay Request Number 4 in the amount of eighteen thousand four hundred sixty-nine dollars (\$18,469.00) for the Airport Improvement Program Project No. 3-54-0039-031-2017 at the Upshur County Regional Airport in Buckhannon, WV (copy included).

After discussion, on motion by Troy A. Brady seconded by Terry Cutright, the Commission approved the resignation of Shelly Bleigh, Tri-County Child Exchange & Visitation Program Monitor effective March 8, 2018 (copy included).

After discussion, on motion by Terry Cutright seconded by Troy A. Brady, the Commission approved Francine Lillo as volunteer for the Upshur County Assessor's Office.

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Elissa Mills, Upshur County resident and Luv 4 Animals volunteer, appeared before the Commission and provided an update on the Buckhannon City Dog Park which opened last fall at the Riverwalk Park which includes an area for large dogs and a separate fenced in area for smaller dogs. Ms. Mills reported that there have not been any major problems reported and the “for the most part, pet owners clean up the area”. Upgrades are being planned to include an obstacle course and water fountains. Ms. Mills expressed concerns about reports of “a lack of compassion” from the County Humane Officer. Ms. Mills reported that she has heard complaints of a dog being dragged, and incidents of the officer not responding to calls. Commissioners stated that they have never heard any complaints concerning the Animal Control Officer but made assurances that the matter will be investigated.

Rodney Rolenson, Home Confinement Supervisor, appeared before the Commission and provided a review of the 2017 Upshur County Home Confinement Year End Report (copy on file in the office of the Upshur County Commission). Cpl. Rolenson provided data and information on the program and reported increased savings (\$855,906) for the county and said the “jail bill is coming down”. Cpl. Rolenson expects to see continuing increases in savings in the future.

Cheyenne Walters, Community Corrections Program Director, appeared before the Commission and provided a review of the 2017 Annual Report (copy on file in the office of the Upshur County Commission). Ms. Walters provided data and information on the program and reported this has saved the county \$984,879 vs. the cost of regional jail fees. The 26th Judicial Circuit Community Corrections Program serves both Lewis and Upshur counties. Ms. Walters reported that the program is doing better with collecting fees and reimbursements and cost reductions.

Sam Nolte reviewed the following “For Your Information” items:

1. Lewis-Upshur Animal Control Facility Adoption Financial Transactions – January 2018
2. Upshur County Animal Control/Humane Officer Monthly Dog Report for the months of November 2017, December 2017 and January 2018
3. Lewis-Upshur Animal Control Facility Cat Report for the months of November 2017, December 2017 and January 2018
4. Upshur County Mileage Reports – January 2018
 - Upshur 911
 - Maintenance
 - Emergency Management
 - Sheriff
 - Addressing and Mapping
 - Community Corrections
 - Dog Pound
5. Newsletters and/or Event Notifications:
 - Hodgesville Lions Club fundraiser at the Warren District Community Building on March 10th from 7 a.m. to 1 p.m.
6. Agendas and/or Notice of Meetings:
 - Upshur-Buckhannon Board of Health-March 1, 2018
 - City Council of Buckhannon- March 1, 2018
 - Lewis-Upshur Community Corrections-March 5, 2018
 - Upshur County Senior Center-March 14, 2018

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7. Meeting Minutes:

- Upshur County Fire Board-January 16, 2018
- Wes-Mon-Ty RC&D Board of Directors-January 23, 2018

8. Meetings:

- 03/06/18-5:30 p.m.-Elkins Road PSD
- 03/06/18-4:00 p.m.-Hodgesville PSD
- 03/01/18-7:00 p.m.-Banks District VFD
- 03/01/18-7:00 p.m.-Selbyville 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
- 03/05/18-6:00 p.m.-Lewis-Upshur Community Corrections Board-Upshur County
- 03/13/18-7:30 p.m.-Adrian VFD
- 03/01/18-6:00 p.m.-Buckhannon-Upshur Board of Health
- 03/21/18-7:00 a.m.-Upshur County Development Authority – Full Board
- 03/14/18-12:00 p.m.-Upshur County Senior Center Board
- 03/08/18-3:00 p.m.-Upshur County Conventions & Visitors Bureau
- 03/14/18-6:00 p.m.-Upshur County Citizens Corp – CERT
- 03/14/18-7:30 p.m.-Warren District VFD
- 03/08/18-10:00 a.m.-Adrian PSD
- 03/14/18-3:00 p.m.-Tennerton PSD
- 03/08/18-4:00 p.m.-Upshur County Safe Sites & Structures Ordinance Board
- 03/08/18-7:30 p.m.-Buckhannon VFD
- 03/08/18-4:00 p.m.-Buckhannon Upshur Airport Authority
- 03/15/18-6:30 p.m.-Upshur County Youth Camp Board
- 03/18/18-6:00 p.m.-Washington District VFD
- 03/19/18-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
- 03/13/18-4:00 p.m.-Upshur County Public Library Board
- TBD-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development Council
- 03/20/18-6-:30 p.m.-Upshur County Fire Board, Inc.
- 03/20/18-5:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
- 03/14/18-7:00 p.m.-Ellamore VFD
- 03/21/18-12:00 p.m.-Lewis Upshur LEPC --- Lewis location
- 03/15/18-2:00 p.m.-Upshur County Farmland Protection Board
- 03/28/18-10:00 a.m.-James W. Curry Advisory Board
- 02/26/18 -6:00 p.m.-Upshur County Fire Fighters Association
- 03/14/18-7:00 p.m.-Buckhannon River Watershed Association - Board of Directors

9. Appointments Needed or Upcoming: (none)

10. 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 Wallace at clwallace@upshurcounty.org.

- Monday, March 12th beginning at 9:00 a.m.

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- Tuesday, March 13th beginning at 9:00 a.m.
- Wednesday, March 14th beginning at 9:00 a.m.
- Thursday, March 15th beginning at 1:00 p.m.
- Friday, March 16th beginning at 9:30 a.m.

Tabled Items

(Certain Items May Require Discussion, Action and/or Approval by the Commission)

1. Approval and signature of 2018 Board of Review and Equalization (BORE) meeting minutes -- on motion by Troy A. Brady seconded by Sam Nolte, the Commission approved the 2018 Board of Review and Equalization (BORE) meeting minutes.

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

The Commission approved all Vacation Orders.

The Commission approved the following "Settlements" (copies included):

- Ellen Jane Anderson—Final Settlement Waiver
- Horace E. Carpenter—Final Settlement
- Willie Junior Debarr—Final Settlement Waiver
- Kimberly A. Mick—Final Settlement Waiver
- Lynette Mae Norris—Final Settlement Waiver
- Carol June Sothen—Final Settlement Waiver
- Thanna Sue West—Fourth Annual Settlement

Michelle Strader, Paul Norco and Dennis Xander appeared before the Commission and were presented with a check in the amount of two thousand five hundred dollars (\$2,500), for the Upshur County Public Library in addition to the Commission's FY 18 required donation from General County.

The Commission recessed at 11:30 a.m.

The Commission reconvened at 12:30 p.m.

Carrie Wallace reviewed a request for a budget revision as requested by Carol Smith, Upshur County Clerk. After discussion, on motion by Troy A. Brady, seconded by Terry Cutright, the Commission approved the budget revisions as discussed with a "Request for Revision to Approved Budget" to be sent to the Office of the State Auditor for approval.

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

With no further business, on motion by Troy A. Brady seconded by Sam Nolte, the Commission meeting adjourned at 4:40 p.m.