

UPSHUR COUNTY COMMISSION MEETING

July 18, 2019

The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, July 18, 2019 at 9:00 a.m. Sam Nolte called the meeting to order. Present were Sam Nolte, Commission President; Kristie Tenney, Commissioner; Carol Smith, County Clerk; Carrie Wallace, County Administrator; Tabatha Perry, Assistant Administrator and Prisilla Peggs, Secretary. Absent was Terry Cutright, Commissioner. 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 Kristie Tenney, seconded by Sam Nolte, the Commission approved the regular meeting minutes of July 11, 2019 as submitted.

After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved and authorized the President to sign the FY 20 PRO Grant Application, Agreement and WV DJCS Standard Conditions and Assurances in the amount of \$28,000.00 for the Prevention Resource Officer (PRO) at the Buckhannon-Upshur Middle School. (copy included)

After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved and authorized the President to sign the Letter of Support for the School Climate Transformation Grant Application being submitted by the Upshur County Board of Education. If awarded, students at the Buckhannon-Upshur Middle School and the Buckhannon-Upshur High School will benefit. (copy included)

After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved and authorized the President to sign the Federal Aviation Administration Outlay Request Number 8 in the amount of fifty thousand twenty seven dollars (\$50,027) for the Airport Improvement Program Project No. 3-54-0039-032-2018 at the Upshur County Regional Airport in Buckhannon, WV. (copy included)

After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved the reappointment of John Barnes to the Tennerton PSD Board, effective August 1, 2019. Mr. Barnes' new term will expire on July 31, 2025. (copy included)

After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved the reappointment of Todd Payne to the Upshur County Farmland Protection Board as a "Farmer representative". Mr. Payne's term will expire on June 30, 2023.

After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved and authorized the President to sign the EBSO Administrative Services Agreement, effective July 1, 2019. (copy included)

After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved the request by the Upshur Safe Structures & Sites Enforcement Board's to change the their monthly meeting time from 4 p.m. to 3 p.m., effective immediately. (copy included)

After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved the temporary part-time employment of Amberly J. Fealy, effective July 22, 2019 pending background check results. Ms. Fealy will be paid \$10.00 per hour utilizing grant funds awarded by the WV Records Management and Preservation Board. (copy included)

After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved the resignation of Jacqueline R. Dinklocker, part-time Deputy County Clerk, effective June 22, 2019. (copy included)

After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission approved the advertisement for a part-time Deputy County Clerk position. The successful applicant will work no more than 19.5 hours per week and the pay rate will be based upon qualifications. Applications will be accepted until the close of business on August 9, 2019. (copy included)

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

1. Correspondence from Terry N. Gould, Hodgesville & Tennerton PSD Manager, in response to the Commission's letter dated June 27, 2019 pertaining to the PSD's failure to provide audits.
2. Correspondence from TKS Contracting, Inc. Change Order number 2 in the amount of seven thousand five hundred dollars (\$7,500) for the Courthouse Dome Cleaning and Pigeon Spike Installation Project. The revised contract amount is sixty three thousand six hundred twenty dollars (\$63,620). Carrie Wallace mentioned the revised amount was due to services rendered for installation of additional pigeon spikes; however, TKS Contracting, Inc. charged well below the price submitted in their bid.
3. Upshur County Solid Waste Authority Fiscal Year 2020 Budget

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4. Fire Board Financial Report– July 1, 2018 through June 30, 2019
5. Lewis-Upshur Animal Control Facility Adoption Financial Transactions – June 2019
6. Lewis-Upshur Animal Control Facility Cat Report for the month of June 2019
7. Lewis-Upshur Animal Control Facility Animal Report for the month of June 2019
8. Upshur County Animal Control/Humane Officer Monthly Animal Report for the month of June 2019
9. Upshur County Building Permits for the month of June 2019
10. Public Notices:
 - a. Newsletters and/or Event Notifications:
 - WV Extension Service Family Nutrition Program – Kid’s Pop Up Farmer’s Market – July 24th from 10 a.m. to noon at the North Buckhannon Riverfront Park
 - Upshur County Foster Care / Adoption Support Group kick-off party – July 30th from 6 p.m. to 8 p.m. at the Buckhannon-Upshur Recreational Park Pool
 - b. Agendas and/or Notice of Meetings:
 - Lewis / Upshur LEPC July 17, 2019
 - Upshur County Public Library July 17, 2019
 - City Council of Buckhannon July 18, 2019
 - c. Meeting Minutes:
 - Upshur County Solid Waste Authority June 10, 2019
 - Tennerton PSD June 12, 2019
 - Upshur County Safe Structures & Sites Enforcement Board June 13, 2019
 - Upshur County Fire Board June 18, 2019
 - d. Meetings:
 - 07/02/19-5:30 p.m.-Elkins Road PSD
 - 07/02/19-4:00 p.m.-Hodgesville PSD
 - 07/04/19-7:00 p.m.-Banks District VFD
 - 07/04/19-7:00 p.m.-Selbyville VFD
 - 07/08/19-12:00 p.m.-Upshur County Family Resource Network - Cancelled
 - 07/08/19-4:30 p.m.-Upshur County Solid Waste Authority
 - 07/08/19-5:30 p.m.-Buckhannon-Upshur Recreational Park Advisory Board
 - 07/09/19-7:30 p.m.-Adrian VFD
 - 07/10/19-12:00 p.m.-Upshur County Senior Center Board
 - 07/10/19-3:00 p.m.-Tennerton PSD
 - 07/10/19-6:00 p.m.-Buckhannon River Watershed Association - WVWC
 - 07/10/19-7:00 p.m.-Warren District VFD
 - 07/10/19-7:00 p.m.-Ellamore VFD
 - 07/11/19-10:00 a.m.-Adrian PSD
 - 07/11/19-3:00 p.m.-Upshur County Conventions & Visitors Bureau
 - 07/11/19-4:00 p.m.-Upshur County Safe Sites & Structures Enforcement Board
 - 07/11/19-4:00 p.m.-Buckhannon Upshur Airport Authority
 - 07/11/19-6:00 p.m.-Buckhannon-Upshur Board of Health
 - 07/11/19-7:30 p.m.-Buckhannon VFD
 - 07/15/19-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
 - 07/16/19-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development Council
 - 07/16/19-6:30 p.m.-Upshur County Fire Board, Inc.
 - 07/17/19-12:00 p.m.-Lewis Upshur LEPC---Lewis location
 - 07/17/19-4:00 p.m.-Upshur County Public Library Board
 - 07/17/19-6:00 p.m.-Upshur County Citizens Corp – CERT
 - 07/17/19-7:00 a.m.-Upshur County Development Authority–CANCELLED
 - 07/18/19-6:30 p.m.-Upshur County Youth Camp Board
 - 07/21/19-6:00 p.m.-Washington District VFD
 - 07/22/19-12:00 p.m.-Region VII Planning and Development Council
 - 07/23/19-5:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
 - 07/24/19-10:00 a.m.-James W. Curry Advisory Board
 - 07/29/19-6:00 p.m.-Upshur County Fire Fighters Association
 - 08/05/19-6:00 p.m.-Lewis-Upshur Community Corrections Board-Lewis County
 - 08/12/19-12:00 p.m.- Upshur County Family Resource Network

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- 08/15/19-2:00 p.m.-Upshur County Farmland Protection Board
- 09/13/19-11:00 a.m.-Region VI Local Elected Officials

11. Appointments Needed or Upcoming:

- a. Buckhannon-Upshur Parks and Recreation Advisory Board (7/1/19 – 6/30/2021 City Rep.)

The Commission approved all Invoices for Payment. (copies included)

The Commission approved all Vacation Orders.

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

- Vernon Lyle Harris - Final Settlement
- James Edward Jamison - Final Settlement
- Elizabeth Jo Moore - Final Settlement Waiver
- Eddie Edker Veith - Final Settlement Waiver
- Donald Gay Wamsley, I -Final Settlement Waiver

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

- Ross L. or Karen King #306329 - \$116.36 -Exoneration Order
- Trent Stephen W. & Ramonda L. (Remonda) - #306839 - \$145.56 - Exoneration Order
- Abel Philip A. & Twila & Levi - #700000001S - \$381.12 – Exoneration Order
- Jeffrey T. Wamsley - #306870 - \$93.62 - Exoneration Order

Carol Smith reviewed a request for a budget revision. After discussion, on motion by Kristie Tenney, seconded by Sam Nolte, 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. (copy included).

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

With no further business, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission meeting adjourned at 11:30 a.m.

The Commission attended meetings of the Upshur County Policy Board and Department Supervisors.

The Commission reconvened at 2:30 p.m.

With no further business, on motion by Kristie Tenney, seconded by Sam Nolte, the Commission meeting adjourned at 2:30 p.m.