

UPSHUR COUNTY COMMISSION MEETING

August 1, 2019

The County Commission of Upshur County, West Virginia, held their regular meeting at the Courthouse Annex on Thursday, August 1, 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; Tabatha Perry, Assistant Administrator and Prisilla Peggs, 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 July 25, 2019 as submitted.

After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved and authorized the President to sign the Approval of Depository Bonds of First Community Bank, with all the terms in full contained within the letter of credit from First Community Bank for the period of July 1, 2019 through June 30, 2020 in the amount of nine million dollars and accepting the bond as presented in the name of Sheriff of Upshur County. (copy included)

After discussion, on motion by Kristie Tenney, seconded by Terry Cutright, the Commission approved the request by Jamie Pugh, Chief of the Ellamore Volunteer Fire Department for the use of the Buckhannon-Upshur Recreational Park Pool on August 9th from 8:30 p.m. to 10:30 p.m. free of charge for all first responders and their families. (copy included)

After the hearing upon the Petition/Complaint of the Upshur County Safe Sites & Structures Enforcement Agency regarding Humphrey Case Number 121318-01 (Washington District-Tax Map 6L-Parcel Number 11.3) on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved a 30 day extension to bring the property into full compliance with the Ordinance and to give Greg Harris an opportunity to revisit the site. (copy included)

After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved and authorized the President to sign the Proposal for Financing provided by Country Roads Leasing, LLC and Resolution Authorizing the Execution and Delivery of a Master Lease Equipment Lease-Purchase Agreement, and related Instruments, and Determining Other Matters in Connection Therewith. The tax-exempt lease-purchase financing for the acquisition of a 2019 Dodge Charger, a 2020 Ford utility Vehicle, and a 2019 Dodge Ram 1500 Truck will cost one thousand nine hundred fifteen dollars and fifteen cents (\$1,915.15) per month over a period of four years resulting in a total acquisition cost of eighty two thousand four hundred thirty one dollars (\$82,431). (copy included)

After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved and authorized the President to sign the Change Order #2 for the Upshur County Youth Camp Brownfields Project. This Change Order reflects costs associated with soil cap improvements in response to small tar globules wicking to the surface from soils used for the cap, as well as improving soil cap conditions in barren areas. Additional costs of twelve thousand five hundred eighty three dollars and fifty cents (\$12,583.50) are being requested and this includes contracting and services of Envirocheck of Virginia, Inc. These funds are being provided through a U.S. Environmental Protection Agency Brownfields Cleanup grant. (copy included)

After discussion, on motion by Kristie Tenney, seconded by Terry Cutright, the Commission approved the revised the Application for Employment. (copy Included)

UPSHUR COUNTY COMMISSION MEETING

August 1, 2019

After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved the Internal Purchasing Policy for Department Supervisors that report to the Upshur County Commission. (copy included)

After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission approved the resignation of Sandra Bowman, E-911 telecommunicator, effective August 9, 2019. (copy included)

After discussion, on motion by Kristie Tenney, seconded by Terry Cutright, the Commission approved the Application for Donated Leave and the granting of leave under the Family and Medical Leave Act. (copy included)

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

1. Executed Commitment between the Upshur County Sheriff's Department and the Upshur County Board of Education to Implement D.A.R.E.
2. WV Ethics Commission training opportunity - Tuesday, August 20th beginning at 1:00 p.m. at the Harrison County Parks & Recreation Center
3. Correspondence from John B. McCuskey, WV State Auditor, announcing this year's In-Service Training Seminar to be held on August 25th and 26th at the Days Hotel and Conference Center in Flatwoods, WV. According to WV Code §7-7-2, each official and, at his or her option, one or more of his or her employees shall participate in the program established by the State Auditor.
4. Upshur County Notice of Auction of Delinquent and Nonentered Lands. Auction will take place August 27, 2019
5. Correspondence from John B. McCuskey, WV State Auditor, enclosing the report on applying agreed-upon procedures of the Upshur County Magistrate Court for the period ending December 31, 2018. Report is available for public review in the Upshur County Commission Office.
6. Upshur County Mileage Reports - June 2019
 - Upshur 911
 - Maintenance
 - Emergency Management
 - Sheriff
 - Addressing and Mapping
 - Community Corrections
 - Dog Pound
7. Public Notices:
 - a. Newsletters and/or Event Notifications:
 - Roundtable Discussion regarding major health challenges facing Upshur county facilitated by WVU School of Public Health-August 8th from 9 a.m. to 11 a.m. in the Green Room at the 88 Restaurant & Lounge
 - b. Agendas and/or Notice of Meetings:
 - James W. Curry Library/Park Advisory Board July 24, 2019
 - City Council of Buckhannon August 1, 2019
 - Upshur County Solid Waste Authority August 12, 2019
 - c. Meeting Minutes:
 - Adrian PSD June 13, 2019

UPSHUR COUNTY COMMISSION MEETING

August 1, 2019

- James W. Curry Library/Park Advisory Board

June 26, 2019

d. Meetings:

- 07/29/19-6:00 p.m.-Upshur County Fire Fighters Association
- 08/01/19-7:00 p.m.-Banks District VFD
- 08/01/19-7:00 p.m.-Selbyville VFD
- 08/05/19-6:00 p.m.-Lewis-Upshur Community Corrections Board-Lewis County
- 08/06/19-4:00 p.m.-Hodgesville PSD
- 08/06/19-5:30 p.m.-Elkins Road PSD
- 08/08/19-10:00 a.m.-Adrian PSD
- 08/08/19-3:00 p.m.-Upshur County Conventions & Visitors Bureau
- 08/08/19-4:00 p.m.-Upshur County Safe Sites & Structures Enforcement Board
- 08/08/19-4:00 p.m.-Buckhannon Upshur Airport Authority
- 08/08/19-7:30 p.m.-Buckhannon VFD
- 08/12/19-12:00 p.m.- Upshur County Family Resource Network
- 08/12/19-4:30 p.m.-Upshur County Solid Waste Authority
- 08/12/19-5:30 p.m.-Buckhannon-Upshur Recreational Park Advisory Board
- 08/13/19-7:30 p.m.-Adrian VFD
- 08/14/19-12:00 p.m.-Upshur County Senior Center Board
- 08/14/19-3:00 p.m.-Tennerton PSD
- 08/14/19-6:00 p.m.-Buckhannon River Watershed Association - WVWC
- 08/14/19-7:00 p.m.-Warren District VFD
- 08/14/19-7:00 p.m.-Ellamore VFD
- 08/15/19-7:00 a.m.-Upshur County Development Authority – Full Board
- 08/15/19-2:00 p.m.-Upshur County Farmland Protection Board
- 08/15/19-6:30 p.m.-Upshur County Youth Camp Board
- 08/18/19-6:00 p.m.-Washington District VFD
- 08/19/19-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
- 08/20/19-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development Council
- 08/20/19-6:30 p.m.-Upshur County Fire Board, Inc.
- 08/21/19-7:00 a.m.-Upshur County Development Authority – Annual Meeting
- 08/21/19-12:00 p.m.-Lewis Upshur LEPC --- Upshur location
- 08/21/19-4:00 p.m.-Upshur County Public Library Board
- 08/21/19-6:00 p.m.-Upshur County Citizens Corp – CERT
- 08/26/19-10:00 a.m.-Mountain CAP of WV, Inc., a CDC
- 08/27/19-5:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
- 08/28/19-10:00 a.m.-James W. Curry Advisory Board
- 09/05/19-6:00 p.m.-Buckhannon-Upshur Board of Health
- 09/13/19-11:00 a.m.-Region VI Local Elected Officials

8. Appointments Needed or Upcoming:

- a. Buckhannon-Upshur Parks and Recreation Advisory Board (7/1/19 – 6/30/2021 City Rep.)
- b. Buckhannon-Upshur Airport Authority (7/1/19-6/30/22 City Rep.)

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

UPSHUR COUNTY COMMISSION MEETING

August 1, 2019

The Commission approved all Vacation Orders.

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

- Delbert Lee Boyce - Final Settlement Waiver
- Barbara Ann Claypool - Final Settlement
- Loyal Wilson Claypool - Final Settlement
- William H. Durst - Final Settlement Waiver
- Jean C. Haymond - Final Settlement Waiver
- Dale Junior (Hart) Hunt - Final Settlement Waiver
- Beatrice Talbott Hymes - Final Settlement Waiver
- Carolyn Kay Lance - Final Settlement
- Denver L. Koon - Final Settlement
- Susan J. Miller - Final Settlement Waiver
- Verna Faye Shaw - Final Settlement Waiver
- Freddie W. Smith - Final Settlement Waiver
- Jimmie Lee Tenney - Final Settlement

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

- Carrie L. Wallace - August 25, 2019

The Commission approved the following "Consolidation of Land Tracts" (copies included):

- Washington District-blend Map 6H Parcel 134 with Map 6H Parcel 134.1 and Map 6H Parcel 134.2 to make Map 6H Parcel 134.1-Owners, Terry E. & Susan F. Gould
- Washington District-blend Map 9 Parcel 20.2 with Map 9 Parcel 20.4 to make Map 9 Parcel 20.2-Owners, Patricia J. & Peter N. Jougras

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

- R &M at Middlefork, LLC. - #21820 - \$39.14 - Correction Order - Should be in the name of: Mark & Judy Eli
- R &M at Middlefork, LLC. - #21635 - \$39.14 - Correction Order - Should be in the name of: Mark & Judy Eli
- Taylor Brian & Vickie DBA Brian Taylor, Inc.-#304582- \$39.58 -Correction Order
- Webster, Diane T. or Malcolm A. - #309280 - \$147.66- Exoneration Order
- Bryan M. & Brittany D. Tharpe- #17780 - \$-44.23 - Correction Order
- Bryan M. & Brittany D. Tharpe - #17779 - \$441.48 - Correction Order
- Shaw, Patrick Pugh - #17032 - \$-260.68 - Correction Order
- Eads, Nicholas M. or Ashley D. - #303409 - \$237.82- Exoneration Order
- Hamner, Donna F. & Terry L. - #15554 - \$416.61 - Exoneration Order
- HYG Financial Services, Inc. L/A Saint Gobain - #302737 - \$2,215.70 - Exoneration Order
- Matthew A. & Tara C. Barger - #308420 - \$93.00- Exoneration Order

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

UPSHUR COUNTY COMMISSION MEETING
August 1, 2019

With no further business, on motion by Terry Cutright, seconded by Kristie Tenney, the Commission meeting adjourned at 4:45 p.m.