

UPSHUR COUNTY COMMISSION MEETING

April 15, 2021

The County Commission of Upshur County, West Virginia, held their regular meeting on Thursday, April 15, 2021 at 9:00 a.m. Kristie Tenney called the meeting to order. Present were: Terry B. Cutright, Commissioner; Samuel R. Nolte, Commissioner; Kristie G. Tenney, Commissioner; Carol J. Smith, County Clerk; Carrie L. Wallace, County Administrator; Tabatha R. Perry, Assistant 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.

After discussion, on motion by Sam Nolte, seconded by Terry Cutright, the Commission approved the regular meeting minutes of April 8, 2021, as submitted.

Kristie Tenney reviewed scheduled appointments and agenda items:

After discussion, on motion by Terry Cutright, seconded by Sam Nolte, the Commission approved the 2021 Board of Assessment Appeals Schedule. (copy included)

After discussion, on motion by Sam Nolte, seconded by Terry Cutright, the Commission approved the Buckhannon-Upshur Recreational Park 2021 Season Hours of Operation and Fee Schedule with a change to season pass prices. The Commission approved changing the cost to \$120 for first pass, \$60 for second pass, \$30 for third pass, \$15 for fourth pass, with gradual pricing to zero. (copy included)

The Commission reviewed correspondence from Kirsten Coit-Fetty and Jennifer K. Bennett, on behalf of the Splashers Buckhannon Swim Club, requesting use of the Upshur County Pool for swim practice and home swim meets during the 2021 pool season. A Certificate of Insurance will be provided and the Club is able to pay \$50 for each home meet to cover the expense of a lifeguard. A payment will be made after July 9th upon receipt of an invoice from the Office of the Upshur County Commission. In addition, the Splashers are requesting a discount for an end of year team pool party. After discussion, on motion by Terry Cutright, seconded by Sam Nolte, the Commission approved both requests. (copy included)

The Commission reviewed correspondence from Craig D. Presar, WVU Extension Agent, to use the large pavilion June 28th, 29th, and 30th, free of charge. The Upshur County Extension Service plans to host a 4-H Cloverbud Day Camp and anticipates that 25 area youth will be in attendance. In addition, Mr. Presar is also requesting to utilize the pool for one hour each afternoon and for the pool entry fees for the camp participants and registered staff to be waived. After discussion, on motion by Sam Nolte, seconded by Terry Cutright, the Commission approved Mr. Presar's requests. (copy included)

After discussion, on motion by Sam Nolte, seconded by Terry Cutright, the Commission approved a request from Carol J. Smith, County Clerk, to transfer Jenna Marple from her current position as part-time COVID cleaner to a paid part-time intern working in the Payroll and Accounts Payable Department effective May 17, 2021. Due to her current position as a COVID-19 sanitation employee, all hours accrued in this position will be counted towards her 1040 allowable hours per year.

After discussion, on motion by Terry Cutright, seconded by Sam Nolte, the Commission approved Logan Nelson as a Lewis-Upshur Animal Control Facility Volunteer. (copy included)

Kristie Tenney reviewed the following "For Your Information" items: (copy included)

1. Notice of Approval of the Levy Estimate (Budget) for the fiscal year beginning July 1, 2021 from the WV State Auditor.
2. Pringle House LP – Notice of Hearing Before the Upshur County Commission Sitting as a Board of Assessment Appeals Friday, October 1, 2021
3. FEMA's Risk Rating 2.0 Talking Points and Resources to Help You Navigate the Changes – Announcement made April 1, 2021
4. Upshur County Building Permits for the month of March, 2021
5. Lewis-Upshur Animal Control Facility Reports for the month of March, 2021
 - Adoption Financial Transactions
 - Cat Report
 - Animal Report
 - Animal Control/Humane Officer Animal Report
6. Public Notices:
 - a) Newsletters and/or Event Notifications: (none)

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- b) Agendas and/or Notice of Meetings:
- James W. Curry Library/Park Advisory Board March 31, 2021
 - Buckhannon-Upshur Airport Authority April 12, 2021
 - Upshur County Public Library April 14, 2021
 - Upshur County Senior Center April 14, 2021
 - Upshur County Convention & Visitors Bureau April 14, 2021
 - City of Buckhannon April 15, 2021
 - Lewis-Upshur LEPC April 21, 2021
- c) Meeting Minutes:
- Upshur County Safe Structures & Sites Enforcement Board February 11, 2021
 - Adrian PSD March 4, 2021
 - Upshur County Solid Waste Authority March 8, 2021
 - Hodgesville PSD March 9, 2021
 - Upshur County Youth Camp Board March 17, 2021
- d) Meetings:
- 04/01/21-3:00 p.m.-Adrian PSD
 - 04/01/21-7:00 p.m.-Banks District VFD
 - 04/01/21-7:00 p.m.-Selbyville VFD
 - 04/08/21-3:00 p.m.-Upshur County Safe Sites & Structures Enforcement Board
 - 04/08/21-7:30 p.m.-Buckhannon VFD
 - 04/11/21-6:00 p.m.-Washington District VFD
 - 04/12/21-12:00 p.m.-Upshur County Family Resource Network
 - 04/12/21-4:00 p.m.-Buckhannon-Upshur Airport Authority
 - 04/12/21-4:30 p.m.-Upshur County Solid Waste Authority
 - 04/12/21-5:30 p.m.-Buckhannon-Upshur Recreational Park Advisory Board
 - 04/12/21-6:00 p.m.-Lewis-Upshur Community Corrections Board-Lewis County
 - 04/13/21-7:00 p.m.-Warren District VFD
 - 04/13/21-7:30 p.m.-Adrian VFD
 - 04/14/21-12:00 p.m.-Upshur County Senior Center Board
 - 04/14/21-1:15 p.m.-Upshur County Farmland Protection Board
 - 04/14/21-3:00 p.m.-Upshur County Conventions & Visitors Bureau
 - 04/14/21-3:00 p.m.-Tennerton PSD
 - 04/14/21-6:00 p.m.-Buckhannon River Watershed Association – Farm Bureau
 - 04/14/21-7:00 p.m.-Ellamore VFD
 - 04/15/21-6:30 p.m.-Upshur County Youth Camp Board
 - 04/15/21-7:00 p.m.-City Council of Buckhannon
 - 04/16/21-10:00 a.m.-Wes-Mon-Ty Resource Conservation & Development Council
 - 04/19/21-12:00 p.m.-Buckhannon-Upshur Chamber of Commerce
 - 04/21/21-7:00 a.m.-Upshur County Development Authority – Executive Board
 - 04/21/21-12:00 p.m.-Lewis Upshur LEPC
 - 04/21/21-4:00 p.m.-Upshur County Public Library Board
 - 04/26/21-10:00 a.m.-Mountain CAP of WV, Inc. a CDC
 - 04/26/21-12:00 p.m.-Region VII Planning and Development Council
 - 04/26/21-7:00 p.m.-Upshur County Fire Fighters Association
 - 04/27/21-5:00 p.m.-UC Enhanced Emergency Telephone Advisory Board
 - 04/27/21-6:30 p.m.-Upshur County Fire Board, Inc.
 - 04/28/21-10:00 a.m.-James W. Curry Advisory Board
 - 05/04/21-4:00 p.m.-Hodgesville PSD
 - 05/04/21-5:00 p.m.-Elkins Road PSD
 - 05/06/21-6:00 p.m.-Buckhannon-Upshur Board of Health

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7. Appointments Needed or Upcoming: Kristie Tenney stated that Sam Walker, has been appointed to the Buckhannon-Upshur Parks and Recreation Advisory Board.

- Buckhannon-Upshur Airport Authority (unexpired term - 6/30/2021) - City Representative
- Buckhannon-Upshur Parks and Recreation Advisory Board (unexpired term-6/30/2021)-City Representative
- Upshur County CVB Board of Directors (7/01/2021-6/30/2024) – Commission Tourism Representative

****If you are interested in serving on an Upshur County board, please submit your letter of interest to the Commission Office at 91 W. Main Street, Suite 101, Buckhannon, WV 26201 or trperry@upshurcounty.org. Upcoming term expirations are listed in this section of the agenda; however, letters of interest can be submitted at any time. Letters of interest for boards that do not currently have a vacancy will be held until a vacancy occurs. Please note that submitting a letter of interest does not guarantee appointment.****

Tabled items:

- Correspondence from Steve Booth on behalf of Tri County Towing requesting to be placed on the Upshur County Wrecker Rotation List for emergency towing services. (tabled 3/18/2021) Tabatha Perry reported that she had spoken with Mr. Booth and he is still waiting on documentation from the State. No action was taken.

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)

- William Charles Andrescavage – Final Settlement Waiver
- Marvin D. McCauley – Final Settlement Waiver
- Harold E. Reed – Final Settlement Waiver
- Katherine E. Shaw – Final Settlement Waiver
- Clarence C. Smarr – Third Annual Settlement
- Lindon G. Stone – Final Settlement Waiver

The Commission approved the following Certification of Completion of Ancillary Administration of WV Real Estate Without Appointment: (none)

The Commission approved the following Corrections, Exonerations and/or Refunds:

- James C. or Nicole J. Mavety - #500000551S - \$156.42 – Exoneration Order
- Zachary Orsburn - #0000301978 - \$165.24 – Exoneration Order

The Commission approved the following Requests to Attend Meeting:

- Janella L. Cochran – 6/04/2021

The Commission approved the following Consolidation of Land Tracts: (none)

At 9:15 a.m., Charles Wilson, Magnolia Associates, LLC, appeared before the Commission. Mr. Wilson discussed expansion of the Rock Cave Family Dollar/Dollar Tree by 2500 square feet and requested acknowledgement of correspondence dated April 13, 2021. Mr. Wilson stated that Family Dollar had been purchased by Dollar Tree and the Rock Cave location will be the first store opened in the United States under this new agreement. City Construction from Clarksburg, WV will be the Contractor for the expansion. After discussion, on motion by Terry Cutright, seconded by Sam Nolte, the Commission approved and authorized signing the Welcome Letter. (copy included)

Rhett Dusenbury, Representative for Alex Mooney, was present and informed the Commission that three grant support letters were submitted by Congressman Alex Mooney for the recently submitted Homeland Security Grants. He also stated that a grant support letter for the PA system upgrade for the Buckhannon-Upshur High School Auditorium was submitted. If awarded, this will be the first time since the school was opened in the mid-1970's that the PA system has been upgraded.

At 9:30 a.m., after discussion, on motion by Sam Nolte, seconded by Terry Cutright, the Commission approved and authorized signing a Proclamation declaring the week of April 11th through 17th to be National Public Safety Telecommunicators Week in Upshur County. Dirk Burnside, representing WVDHS Region IV RIC, Doyle Cutright, Director of Upshur County Emergency Communications Center, Kimberly Wachob, Assistant Director of Upshur County Emergency Communications Center, and E911 Telecommunicators: Yvette Squires, Roxanne Winters, Betty Dolores Courtney and Brandi Atchison attended the meeting.

The Commission received project updates and reviewed administrative business items.

The Commission recessed at 12:00 pm on motion by Sam Nolte, seconded by Terry Cutright.

The Commission attended the Supervisor Meeting and Policy Board Meeting at 1:00 and 2:00 p.m.

With no further business, on motion by Terry Cutright, seconded by Sam Nolte, the Commission meeting adjourned at 4:00 p.m.

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