

**Upshur County Commission  
Meeting Agenda**

Agenda packets are available electronically at [http://www.upshurcounty.org/agenda\\_and\\_minutes/index.php](http://www.upshurcounty.org/agenda_and_minutes/index.php) or by request to the Upshur County Commission Office at 304-472-0535

Location of Meeting: Upshur County Courthouse Annex  
Date of Meeting: June 29, 2017

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance  
Approval of Minutes:

- June 15, 2017
- June 22, 2017

**Scheduled Appointments:**

9:15 a.m. Eric Robinson, Eric's Towing and Recovery – Discuss Procedures to Dispatch Wrecker Services

**Items for Discussion / Action / Approval:**

1. Approve County Financial Institutions as Depositories as Required by WV Code §7-6-1 --- Freedom Bank, First Community Bank, JP Morgan-Chase Bank, Premier Bank, Progressive Bank and Citizens Bank of WV.
2. Correspondence from Michelle Vass, Controller, enclosing Depository Bonds of First Community Bank for the period July 1, 2017 through June 30, 2018 for deposits in the name of the Sheriff of Upshur County. Approval of all the terms in full contained within the letter of credit from First Community Bank for the period of July 1, 2017 through June 30, 2018 in the amount of nine million dollars.
3. Correspondence from Stephanie Brown, Member Services Manager with WV Counties Risk Pool, enclosing the WVCoRP Self-Insurance Renewal Package. Review and Signature of WV Association of Counties Group Self Insurance Risk Pool Coversheet to Member Agreement.
4. Approval and signature of Upshur County Basic Ordering Agreement for Courthouse Network Support, Administration & Consulting with Global Science and Technology, effective July 1, 2017. These services will be billed on a monthly basis in the sum of \$1,198.
5. Approval of Upshur County Development Authority Appointments. Upon approval, the terms will begin July 1, 2017 and end June 30, 2020.
6. Correspondence from Doyle R. Cutright, II, Upshur County Emergency Communications Center Director, requesting the employment of Brandon C. Wolfe and Meagan M. Linger as full-time telecommunicators, effective July 9, 2017. Upon approval, their hourly rate of pay will be \$11 per hour.
7. Correspondence from Darien Howell, BU Recreational Park lifeguard, announcing her resignation effective June 21, 2017.
8. Memorandum from Tabatha R. Perry, Assistant Administrator, requesting the seasonal employment of Samantha Barlow as a lifeguard for the 2017 season at the Buckhannon-Upshur Recreational Facility. Upon approval, Ms. Barlow will begin work on July 2, 2017 and will receive the hourly wage of \$9.05.

9. Approval of granting leave under the Family and Medical Leave Act  
*Item may lead to Executive Session per WV Code §6-9A-4*
  
10. Approve Invoices for Payment, Purchase Card Invoices for Payment, Budget Revisions / Financial Reports or Information, Correction of Erroneous Assessments, Exonerations/Refunds, Grant Updates / Requests for Reimbursements, Final Settlements, Vacation Orders, Consolidation of Land Tracts, Facility Maintenance Concerns or Updates, Road Name Requests, Project Reports / Updates, Request to Attend Meetings, Request for Day(s) Off.

**For Your Information:**

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

1. Correspondence from Judge Gary Johnson, WV Court Security Board Chairperson, announcing the award of a Court Security Fund Grant to the Upshur County Commission in the amount of \$71,525 for the purpose of enhancing the county's court security.
2. Correspondence from Angela J. Brady, Upshur County Magistrate Clerk, announcing the resignation of Geneva Peggs, who was paid out of the Worthless Check Fund, effective June 14, 2017.
3. Press Release – Capito Delivers Expanded Broadband to Barbour, Randolph and Upshur Counties
4. Upshur County Animal Control/Humane Officer Dog Report – May 2017
5. Lewis-Upshur Animal Control Facility Cat Report – May 2017
6. Upshur County Mileage Reports – May 2017
  - Upshur 911
  - Maintenance
  - Emergency Management
  - Sheriff
  - Addressing and Mapping
  - Community Corrections
  - Dog Pound
7. Appointments Needed or Upcoming:
  - Wes-Mon-Ty Resource Conservation & Development Council (2 year term) – Commission Representative
  - Upshur County Fire Board (Community Representative – 2<sup>nd</sup> District) – June 30, 2018
  - Upshur County Fire Board (Community Representative – 3<sup>rd</sup> District) – June 30, 2017

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Tabled Items

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

1. US Census Bureau local updated census address project

Next Regular Meeting of the Upshur County Commission  
July 13, 2017 --- 9:00 a.m.  
Upshur County Courthouse Annex

\*\*\*The Regularly Scheduled Commission Meeting on July 6, 2017 has been CANCELLED\*\*\*