

Upshur County Commission Agenda

Agenda packets are available electronically at 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: January 11, 2018

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

Approval of Minutes:

- January 4, 2018

9:15 a.m. Public Hearing to consider evidence related to the possible closure of an unused paper alley located between parcels of land that Mary Herndon owns in Buckhannon District

9:30 a.m. Review proposals received for legal representation in potential opioid litigation. Proposals must have been received by 4:30 p.m. on Monday, January 8, 2018 to be considered.

9:45 a.m. Mike Rezac, Risk Control Consultant for West Virginia Counties Group Self-Insurance Risk Pool (WVCoRP) – Provide an update regarding the Risk Pool

Items for Discussion / Action / Approval:

1. Review and signature of correspondence to Tony O’Leary, Community Development Representative, enclosing Community Development Block Grant – Small Cities Block Grant Request for Payment for the Elkins Road PSD Phase III Water System Improvements in the amount of \$4,632.00. This is for Request for Funds #5.
2. Authorization for Carrie L. Wallace, County Administrator, to use Samuel R. Nolte’s official signature stamp to sign required documentation on behalf of the Upshur County Commission.
3. Authorization for Tabatha R. Perry, Assistant County Administrator, to use Samuel R. Nolte’s official signature stamp to sign required documentation on behalf of the Upshur County Commission.
4. Correspondence from Donna Kafer requesting reappointment to the Upshur County Civil Service Board. Upon approval, Ms. Kafer’s term will expire on December 31, 2021.
5. Correspondence from Douglas K. White, part-time Circuit Court Bailiff, announcing his resignation effective January 24, 2018.
6. Correspondence from David H. Coffman, Upshur County Sheriff, requesting approval of the advertisement for one (1) part-time Circuit Court Bailiff position.
7. 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 Tabatha R. Perry, Assistant County Administrator, to Thomas Moates regarding his property located in Warren Tax District – Tax Map 6C – Parcel Number 4. During the regularly scheduled Commission Meeting conducted on January 4, 2018, the Commission moved to grant Mr. Moates an extension to bring the property into full compliance with the Ordinance by the end of March 2018.
2. Correspondence from Tabatha R. Perry, Assistant Administrator, to Todd Spencer Walter Gould regarding his property located in Washington Tax District – Tax Map 7J – Parcel Number 11. During the regularly scheduled Commission Meeting conducted on January 4, 2018, the Commission moved to grant Mr. Gould an extension to bring the property into full compliance with the Ordinance by the end of March 2018.
3. Correspondence from Tabatha R. Perry, Assistant Administrator, to Frank Kelley regarding his property located in Washington Tax District – Tax Map 7J – Parcel Number 11.1. During the regularly scheduled Commission Meeting conducted on January 4, 2018, the Commission moved to grant Mr. Kelley an extension to bring the property into full compliance with the Ordinance by the end of March 2018.
4. Upshur County Road Name Index as of January 2018 - Prepared by Terri Jo Bennett, Upshur County Addressing and Mapping Coordinator.
5. Upshur County E911 Communication Reports --- November 2017
 - Monthly Call Summary Report
 - Monthly Department Summary Report
 - Monthly and YTD Wrecker Report
6. Upshur County Mileage Reports – November 2017
 - Upshur 911
 - Maintenance
 - Emergency Management
 - Sheriff
 - Addressing and Mapping
 - Community Corrections
 - Dog Pound
7. Appointments Needed or Upcoming:
8. Board of Review & Equalization Meeting Schedule
 - 02/01/2018 1:00 p.m. – 3:00 p.m. No appointments ---Review Property Books
 - 02/06/2018 9:00 a.m. – 11:00 a.m. Coal, Oil & Gas and Industrial Appointments
 - 02/09/2018 1:00 p.m. – 3:00 p.m.
 - 02/14/2018 1:00 p.m. – 3:00 p.m.
 - 02/16/2018 9:00 a.m. – 11:00 a.m. Adjournment

Newsletters and/or Event Notifications, Agendas and/or Notices of Meetings, Meeting Minutes and Scheduled Meetings can all be found by visiting: http://www.upshurcounty.org/agenda_and_minutes/index.php

Tabled Items

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The County Commission will sit as the Board of Review & Equalization beginning at 1:00 p.m. on the 1st day of February, 2018, and shall continue until the work is complete but will adjourn no later than the close of business on the 16th day of February, 2018.

Next Regular Meeting of the Upshur County Commission
January 18, 2018 --- 9:00 a.m.
Upshur County Courthouse Annex