

**Upshur County Commission
Meeting 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: October 19, 2017

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• October 12, 2017

Scheduled Appointments:

9:05 a.m. Certification of Results of the October 7, 2017 Special (Road Bond) Election

9:15 a.m. Katherine Heatherly – Upshur County Schools Counselor, Presentation of Red Ribbon Week Proclamation – October 23rd through 27th

9:30 a.m. Addie Helmick, Women’s Aid in Crisis – Presentation of Domestic Violence Awareness Month Proclamation – October 2017

1:00 p.m. Supervisor Meeting

2:00 p.m. Policy Board Meeting

Items for Discussion / Action / Approval:

1. Approval and signature of Resolution allowing Terry B. Cutright, President of the Upshur County Commission, to enter into a loan agreement and to sign any and all loan documents with First Community Bank to receive and administer loan funds up to the amount of \$665,000 for the refinancing of the Courthouse HVAC system.
2. Approval and signature of Governor Justice’s Community Participation Grant Contract Agreement and Resolution. The grant award in the amount of \$15,000 is to be used to build a parking lot adjacent to the Upshur County Public Library.
3. Approval and signature of Governor Justice’s Community Participation Grant Contract Agreement and Resolution. The grant award in the amount of \$10,000 shall be used to repair, patch, paint and seal the Upshur County Senior Center Parking Lot.
4. Approval and signature of Governor Justice’s Community Participation Grant Contract Agreement and Resolution. The grant award in the amount of \$2,400 will be used to replace antiquated computer monitors and towers for the Upshur County Senior Center.
5. Review and signature of the State of West Virginia Department of Military Affairs & Public Safety Homeland Security Sub-Grant Award in the amount of \$158,838 for the sub-grant period October 1, 2017 through January 31, 2018.

6. Approval and signature of the 2016-2017 Workers' Compensation Payroll Audit refund in the amount of \$7,667.
7. Approval and signature of WV Records Management and Preservation Board Resolution and Grant Applications for Fiscal Year 2018-2019 in the amount of \$15,609 with a 10% cash match by the Upshur County Commission for all grant funds expended. Also, discuss priority ranking for certification form. The grant will allow for preservation and maintenance of county records for public and county use.
8. Approval and signature of letter to the WV Courthouse Facilities Improvement Authority with an official request to extend the deadline for the completion of the witness stand wheelchair lift project in the Circuit Courtroom to February 28, 2018.
9. Review and Approval of Notice of Public Auction.
10. Approval and signature of Notification of Withdrawal of Request for Public Assistance (RPA) programs due to Upshur County having no damage in the June 2016 floods.
11. 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. Lewis – Upshur Animal Control Facility Cat Reports – August and September, 2017
2. Upshur County Animal Control / Humane Officer Dog Report - September, 2017
3. Lewis – Upshur Animal Control Facility Adoption Financial Transactions for September 2017
4. Correspondence from Peter Brown, Vice President of Operations for Altice USA, Inc., notifying the Commission that effective November 1, 2017, Altice is standardizing pricing for the SD/HD Non-DVR set top box across its Suddenlink footprint to \$10, which is the rate currently charged to new customers.
5. Appointments Needed or Upcoming:
 - Upshur County Fire Board (Community Representative – 3rd District) – June 30, 2017

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

(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
October 26, 2017 --- 9:00 a.m.
Upshur County Courthouse Annex

Special Meeting of the Upshur County Commission
Tuesday, October 24, 2017 ---11:00 a.m.
Board of Assessment Appeals Hearings
Upshur County Administrative Annex