

**Upshur County Commission
Agenda**

Location of Meeting: Upshur County Courthouse Annex
Date of Meeting: October 20, 2016

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• October 13, 2016

9:15 a.m. Joyce Harris-Thacker, Upshur County Schools Graduation Coach – Presentation of Red Ribbon Week Proclamation – October 24th through 28th

9:30 a.m. Upshur County Tobacco Prevention Coalition – Presentation of Great American Smokeout Proclamation – November 17, 2016

1:00 p.m. Public testing of voting machines

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 Adrian PSD Phase VI Water Extension. The total amount of Drawdown Request #14 is in the amount of \$16,683.30.
2. Approval of Financial Statement – Fiscal year ended June 30, 2016
3. Review and approval of Volunteers Accident Medical Insurance Enrollment Request Form 2016 in the amount of \$235. Upon approval, Administrator Carrie Wallace will sign and return.
4. Correspondence from Gregory B. Harris, Upshur County Safe Structures and Sites Enforcement Board Permit / Ordinance Officer, requesting that the Commission order clean-up of case number 09114-01. This property is located in Warren Tax District – Tax Map 6C -Parcel Number 41 and is owned by Thomas Moates.
5. Correspondence from Joe Fealy II, Chairman of the Buckhannon Upshur Parks and Recreation Advisory Board, requesting the appointment of JJ Ford to fill the current County appointed vacancy. Upon approval Mr. Ford’s term will be effective July 1, 2016 and expire June 30, 2018.
6. Approval and signature of correspondence to outside agencies regarding FY 18 budget hearings.
7. Approval of Lewis-Upshur Animal Control Facility Volunteers Michelle Jack, Brooke Phelps, Courtney Jack and Rachael Willard.
8. 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 Carrie Wallace, County Administrator, to Robert Ware regarding the discovery that all plots of land in French Creek Estates have been sold by the developer. Thus, the purchase of road name signs is the responsibility of the current property owner per section 7.2 of the Addressing and Mapping Ordinance.
2. Lewis-Upshur Animal Control Facility Cat Report – September 2016
3. Lewis-Upshur Animal Control Facility Adoption Financial Report – September 2016
4. Upshur County Mileage Reports – September 2016
 - Upshur 911
 - Maintenance
 - Emergency Management
 - Sheriff
 - Addressing and Mapping
 - Community Corrections
 - Dog Pound
5. Newsletters and/or Event Notifications:
 - Buckhannon-Upshur Chamber of Commerce Newsletter – October 17, 2016
 - Free “Dining with Diabetes” Workshop Series to begin October 25th at 6:30 p.m. at the WVU Upshur Extension Office
 - Movie showing of “Chasing the Dragon – The Life of an Opioid Addict” – 6:30 p.m. on October 27th at the Buckhannon Police Department Training Facility
 - Hodgesville Lion’s Club “All-You-Can-Eat” Fundraiser – October 29th at the Warren District Community Building from 7:00 a.m. to 1:00 p.m.
6. Agendas and/or Notice of Meetings:
 - Buckhannon-Upshur Airport Authority October 13, 2016
 - Buckhannon-Upshur Chamber of Commerce October 17, 2016
 - WesMonTy RC&D October 18, 2016
 - Upshur County Public Library Board October 18, 2016
 - Upshur County Board of Health October 19, 2016
 - City Council of Buckhannon October 20, 2016
 - Upshur County Farmland Protection Board October 24, 2016
 - Elkins Road PSD November 1, 2016
7. Meeting Minutes:
 - Upshur County Safe Structures and Sites Enforcement Board August 11, 2016
 - Elkins Road PSD – Special Emergency Meeting September 3, 2016
 - Elkins Road PSD September 6, 2016
 - Upshur Citizen Corp Council Minutes September 14, 2016
 - Upshur County CVB September 14, 2016
 - Buckhannon-Upshur Chamber of Commerce September 19, 2016

- Elkins Road PSD
- WesMonTy RC&D Board of Directors

September 20, 2016
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8. Meetings:

- 10/04/16 5:30 p.m. Elkins Road PSD
- 10/04/16 6:00 p.m. Hodgesville PSD
- 10/06/16 7:00 p.m. Banks District VFD
- 10/06/16 7:00 p.m. Selbyville VFD
- 10/10/16 12:00 p.m. Upshur County Family Resource Network – Cancelled
- 10/03/16 12:00 p.m. Upshur County Family Resource Network – Special Meeting
- 10/10/16 4:30 p.m. Upshur County Solid Waste Authority
- 10/10/16 6:00 p.m. Buckhannon-Upshur Recreational Park Advisory Board –Cancelled
- 10/17/16 6:00 p.m. Buckhannon-Upshur Recreational Park Advisory Board – Special Meeting
- 10/10/16 6:00 p.m. Lewis-Upshur Community Corrections Board-Lewis County – cancelled
- 10/17/16 6:00 p.m. Lewis-Upshur Community Corrections Board
-Special meeting – Lewis County
- 10/11/16 6:00 p.m. Buckhannon River Watershed Association
- 10/11/16 7:30 p.m. Adrian VFD
- 10/19/16 6:00 p.m. Buckhannon-Upshur Board of Health
- 10/19/16 7:00 a.m. Upshur County Development Authority
- 10/05/16 7:00 a.m. Upshur County Development Authority – Executive Board - Cancelled
- 10/12/16 12:00 p.m. Upshur County Senior Center Board
- 10/13/16 3:00 p.m. Upshur County Conventions & Visitors Bureau – UCDA Office
- 10/12/16 6:00 p.m. Upshur County Citizens Corp - CERT
- 10/12/16 7:30 p.m. Warren District VFD
- 10/13/16 1:00 p.m. Adrian PSD
- 10/13/16 3:00 p.m. Tennerton PSD
- 10/13/16 4:00 p.m. Upshur County Safe Sites & Structures Ordinance Board
- 10/13/16 7:30 p.m. Buckhannon VFD
- 10/13/16 4:00 p.m. Buckhannon Upshur Airport Authority–UCDA Office
- 10/20/16 6:30 p.m. Upshur County Youth Camp Board
- 10/16/16 6:00 p.m. Washington District VFD
- 10/17/16 12:00 p.m. Buckhannon-Upshur Chamber of Commerce
- 10/18/16 4:00 p.m. Upshur County Public Library Board
- 10/18/16 10:00 a.m. Wes-Mon-Ty Resource Conservation & Development
- 10/18/16 6:30 p.m. Upshur County Fire Board
- 10/18/16 5:00 p.m. UC Enhanced Emergency Telephone Advisory Board
- 10/12/16 7:00 p.m. Ellamore VFD
- 10/19/16 12:00 p.m. Lewis Upshur LEPC --- Upshur location
- 10/26/16 10:00 a.m. James W. Curry Advisory Board
- 10/27/16 4:00 p.m. Upshur County Farmland Protection Board – Cancelled
- 10/24/16 4:00 p.m. Upshur County Farmland Protection Board – Special Meeting
- 10/31/16 6:00 p.m. Upshur County Fire Fighters Association
- 10/24/16 10:00 a.m. Mountain CAP of West Virginia, CDC

9. Appointments Needed or Upcoming:

- Buckhannon-Upshur Parks & Recreation Advisory Board (Vacant Position – 6-30-18)- Commission

Tabled Items

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Next Regular Meeting of the Upshur County Commission
October 27, 2016 --- 9:00 a.m.
Upshur County Courthouse Annex

Special Meeting of the Upshur County Commission
Wednesday, October 26, 2016 --- 1:00 p.m.
Board of Assessment Appeals Hearings