

## Upshur County Commission Agenda

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Location of Meeting: Upshur County Courthouse Annex

Date of Meeting: October 25, 2018

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

Approval of Minutes:

- October 18, 2018

9:15 a.m. Alan Tucker on behalf of the Buckhannon Band of Brothers - Discuss the "Help Us Help Kids 2018" Christmas project

9:30 a.m. Shannon Whited on behalf of the Upshur County Citizen's Corps Council – Discuss continued operations of the Citizen's Corps Council

10:00 a.m. Public hearing and *adoption* of suggested revisions to the Upshur County 9-1-1 Addressing and Mapping Ordinance previously adopted on September 18, 2003 and amended on February 8, 2007.

### Items for Discussion / Action / Approval:

1. Review and approval of Order to appoint the Sheriff of Upshur County as the Administrator of the Estate of Irene Lucille Wolfe, deceased.\*
2. Correspondence from Governor Jim Justice announcing the Victims of Crime Act (VOCA) Grant Award in the amount of \$34,555 to be used to provide direct services to crime victims in Upshur County. Approval for Samuel R. Nolte, Commission President, to sign the Contract Agreement, Standard and Special Conditions, Certifications and Resolution for this grant.\*
3. Review suggested revisions to the Upshur County Safe Structures and Sites Ordinance, excluding the municipality of Buckhannon, previously adopted on April 13, 2000. Upon consideration, set dates for public hearings.\*
4. Approval and signature of U.S. EPA MBE/WBE Utilization Under Federal Grants and Cooperative Agreements Form 5700-52A.\*
5. Approval and signature of the Federal Financial Report Standard Form 425 per the U.S. EPA Brownfields Assessment and Cleanup Cooperative Agreement.\*
6. Approval and signature of WV Records Management and Preservation Board Resolution and Grant Applications for Fiscal Year 2019-2020 in the amount of \$15,737 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.\*

7. Correspondence from Cheyenne Troxell, 26<sup>th</sup> Judicial Circuit Community Corrections Day Report Center Program Director, requesting to hire a full-time case manager and advertise for this position. Upon approval, the position would be 40 hours per week at the starting wage rate of \$12.00 per hour. Applications must be received by the close of business on November 5, 2018.

*Item may lead to Executive Session per WV Code §6-9A-4*

8. Correspondence from Cheyenne Troxell, 26<sup>th</sup> Judicial Circuit Community Corrections Day Report Center Program Director, requesting to hire a contract counselor, effective immediately. Upon approval, the rate of pay will be \$50 per hour and the counselor will be working as needed to facilitate classes.

*Item may lead to Executive Session per WV Code §6-9A-4*

9. 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. Atlantic Coast Pipeline Construction Update – October 2018
2. U.S. EPA Brownfields Quarterly Progress Report for period July 1, 2018 through September 30, 2018
3. Upshur County Sheriff's Financial Statement for period ending September 2018
4. Upshur County Fire Board, Inc. 2018 Disbursements
5. Appointments Needed or Upcoming:
  - Upshur County Enhanced Emergency Telephone Advisory Board – (June 30, 2021 Fire Service Provider Representative)

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### **Tabled Items**

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

1. Discuss property owned by Thomas Moates located in Warren Tax District – Tax Map 6C – Parcel Number 41 (*last extension was approved during April 5<sup>th</sup> meeting*)

**Next Regular Meeting of the Upshur County Commission**

**November 1, 2018 --- 9:00 a.m.**

**Upshur County Courthouse Annex**