

**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 5, 2017

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• September 28, 2017

Scheduled Appointments:

9:10 a.m. Laura B. Meadows, Executive Director, Upshur County Conventions & Visitors Bureau -- Discuss sound system installation on Main Street and the monetary contributions needed to complete the project.

9:30 a.m. Lori Ulderich Harvey, Upshur County Family Resource Network Director – Presentation of Proclamation of Upshur County Odd Socks Day – October 6, 2017.

Items for Discussion / Action / Approval:

1. Approval and signature of letter to Fulton Financial Advisors regarding James W. Curry's Revocable Trust Agreement. The Commission is rescinding the previous request to disburse an additional ten percent of the interest earned in FY 17 to each the James W. Curry Library and the Park.
2. Approval and signature of the West Virginia Division of Homeland Security Grant Program 2017 Sub-Grant Application. The Upshur County Office of Emergency Management is requesting grant funds in the amount of \$159,838.00 to be used for equipment.
3. Correspondence from Carol J. Smith, Upshur County Clerk, announcing the retirement of Carolyn S. Tenney, Deputy County Clerk, effective December 8, 2017.
4. Correspondence from Carol J. Smith, Upshur County Clerk, requesting the employment of Geneva P. Peggs as a full-time Deputy County Clerk effective October 10, 2017 pending background check results. Upon approval, Ms. Peggs' rate of pay will be \$10.00 per hour.
5. Correspondence from Carol J. Smith, Upshur County Clerk, requesting the employment of Kelly Hepburn as a full-time Deputy County Clerk effective October 23, 2017 pending background check results. Upon approval, Ms. Hepburn's rate of pay will be \$10.00 per hour.
6. Correspondence from Greg Harris, Facilities Director, requesting approval for Loretta L. Koone, current part-time seasonal employee, to be utilized on an "as needed" basis to maintain various County owned properties from November 5, 2017 through March 3, 2018. If approved, Ms. Koone will work no more than 200 hours during this period at the wage rate of \$9.50 per hour.

7. Approval of Lewis - Upshur Animal Control Facility Volunteers, Charleen Dean, Herbie White, Carolyn McCann, and Crystal Jordan.
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 Sarah J. Brown, Senior Justice Programs Specialist, notifying David E. Godwin, Upshur County Prosecuting Attorney, that they have been recommended for FY 2017 Victim of Crime Act (VOCA) Awards funding in the amount of \$34,662.00. The Governor will be awarding the Victim of Crime Act (VOCA) Grant sometime in October.
2. Upshur County E911 Communication Reports --- August 2017
 - Monthly Call Summary Report
 - Monthly Department Summary Report
 - Monthly and YTD Wrecker Report
3. Upshur County Building Permits -- September 2017
4. Buckhannon Fire Department Media Release – Outdoor Burning
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

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1. US Census Bureau local updated census address project

**Next Regular Meeting of the Upshur County Commission
October 12, 2017 --- 9:00 a.m.
Upshur County Courthouse Annex**