

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: November 15, 2018

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

- November 8, 2018
- 2018 General Election Canvassing Minutes

9:05 a.m. Public hearing and **second reading** of suggested revisions to the Upshur County Safe Structures and Sites Ordinance, excluding the municipality of Buckhannon, previously adopted on April 13, 2000.

9:30 a.m. Susie Haight on behalf of Pressley Ridge – Presentation of Lung Cancer Awareness Proclamation

Items for Discussion / Action / Approval:

1. Recommendation for removal of Tammy L. Smith as Administratrix, by Fiduciary Commissioner Daya Masada Wright.*
2. Approval of “Request for Bids” for pest control services. All sealed bids must be received no later than 4:00 p.m. on December 5, 2018. Sealed bids will be opened, reviewed and read aloud by the Upshur County Commission at 9:15 a.m. on Thursday, December 6, 2018.*
3. Approval of “Request for Proposals” for soil remediation services for the Upshur County Youth Camp Brownfields Cleanup Project. All sealed bids must be received no later than 4:00 p.m. Tuesday, December 11, 2018. Sealed bids will be opened, reviewed and read aloud by the Upshur County Commission at 9:15 a.m. on December 13, 2018.*
4. 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. WV Department of Revenue State Tax Department Assessor Substantial Completion Notification: Certification that Dustin W. Zickefoose, Assessor of Upshur County, has complied with the “assessor’s additional duties” and will receive additional compensation as provided in WV Code §7-7-6b.
2. Upshur County Building Permits for October 2018

3. Project Update for the Upshur County Youth Camp Archery Range Project – Prepared by Environmental Standards, dated November 2, 2018
4. Upshur County E911 Communication Reports --- October 2018
 - Monthly Call Summary Report
 - Monthly Department Summary Report
 - Monthly and YTD Wrecker Report
5. Appointments Needed or Upcoming:

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. Approval of Upshur County Addressing and Mapping, Building Permit and Floodplain Coordinator Job Description.
2. Approval of Addressing and Mapping Assistant Job Description.

Next Regular Meeting of the Upshur County Commission
December 6, 2018 --- 9:00 a.m.
Upshur County Courthouse Annex

****The regularly scheduled Commission Meeting on Thursday, November 22, 2018 has been CANCELLED****
****The regularly scheduled Commission Meeting on Thursday, November 29, 2018 has been CANCELLED****