

## Upshur County Commission Agenda

Location of Meeting: Upshur County Courthouse Annex  
Date of Meeting: December 1, 2016

- 9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance  
Approval of Minutes:  
• November 17, 2016
- 9:15 a.m. Lori Ulderich-Harvey, Upshur County Family Resource Network Director – Presentation of The Compassionate Friends Proclamation – December 11, 2016
- 9:30 a.m. Review Upshur County Dental/Vision Options beginning January 1, 2017 – Approval and signature of contracts
- 9:45 a.m. General 2016 Election Certifications – State and Federal, County was certified during November 17<sup>th</sup> Commission Meeting
- 10:00 a.m. Dirk Burnside on behalf of the Franklin Lodge No. 7 – Correspondence from Kevin G. Arey, Worshipful Master of the Franklin Lodge No. 7, regarding resurfacing of the Courthouse cornerstone laid by the Masonic Fraternity June 5, 1899

### Items for Discussion / Action / Approval:

1. Review and approval of Addendum Number 2 dated November 8, 2016 for the Upshur County Public Library Roof Replacement Project. This amendment provides additions, revisions and clarifications regarding the crickets, condensing unit curbs, interior ceilings and the existing storm line.
2. Review and signature of Certificate of Substantial Completion for the Upshur County Courthouse Chimney Repair Project dated November 10, 2016.
3. Approval for Carrie Wallace, County Administrator, to sign Application for Pennsylvania – Out of State Dealers 2017 – Kennel License for the Lewis-Upshur Animal Control Facility.
4. Correspondence from Alan Coberly, American Red Cross Regional Workforce Engagement Manager, regarding office space in Upshur County. Approval of his utilization of office space located at the Office of Emergency Management.
5. 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 Tabatha R. Perry, Assistant Administrator, to Thomas Moates regarding the 60 day extension, to clean up his property, granted by the Commission during their regularly scheduled meeting held on November 17, 2016. The Commission will discuss the status of the property during their regularly scheduled meeting to be held on January 19, 2017.
2. Correspondence from April Pierson-Keating on behalf of the Mountain Lakes Preservation Alliance referring to links regarding gas infrastructure.
3. Upshur County Mileage Reports – October 2016
  - Upshur 911
  - Maintenance
  - Emergency Management
  - Sheriff
  - Addressing and Mapping
  - Community Corrections
  - Dog Pound
4. Upshur County Animal Control Officer Monthly Dog Report – October 2016
5. Lewis-Upshur Animal Control Facility Cat Report – October 2016
6. Lewis-Upshur Animal Control Facility Adoption Financial Report – October 2016
7. Upshur County E911 Communication Reports ---October 2016
  - Monthly Call Summary Report
  - Monthly Department Summary Report
  - Monthly and YTD Wrecker Report
8. Newsletters and/or Event Notifications:
  - Buckhannon River Habitat for Humanity Jingle Mingle Flyer – 6:30 p.m. to 8:30 p.m. on December 1<sup>st</sup> at the Buckhannon First Presbyterian Church
  - James W. Curry Public Library Polar Express Event – 3:00 p.m. on December 10<sup>th</sup> at the James W. Curry Public Library
  - James W. Curry Public Library Calendar of Events – December 2016
  - James W. Curry Public Library Newsletter – November 23, 2016
9. Agendas and/or Notice of Meetings:
  - City Council of Buckhannon December 1, 2016
10. Meeting Minutes:
  - Upshur County Conventions & Visitors Bureau October 13, 2016
  - Adrian PSD October 13, 2016
  - Upshur County Fire Board October 18, 2016
  - Upshur County Youth Camp Board October 20, 2016
  - Adrian PSD October 20, 2016

11. Meetings:

- 12/06/16 5:30 p.m. Elkins Road PSD
- 12/06/16 6:00 p.m. Hodgesville PSD
- 12/01/16 7:00 p.m. Banks District VFD
- 12/01/16 7:00 p.m. Selbyville VFD
- 12/12/16 12:00 p.m. Upshur County Family Resource Network
- 12/12/16 4:30 p.m. Upshur County Solid Waste Authority
- 12/12/16 5:30 p.m. Buckhannon-Upshur Recreational Park Advisory Board
- 12/12/16 6:00 p.m. Lewis-Upshur Community Corrections Board-Upshur County
- 12/13/16 7:30 p.m. Adrian VFD
- 12/08/16 6:00 p.m. Buckhannon-Upshur Board of Health
- 12/14/16 7:00 a.m. Upshur County Development Authority – Executive Board
- 12/14/16 12:00 p.m. Upshur County Senior Center Board
- 12/08/16 3:00 p.m. Upshur County Conventions & Visitors Bureau – UCDA Office
- 12/14/16 6:00 p.m. Upshur County Citizens Corp – CERT
- 12/14/16 7:30 p.m. Warren District VFD
- 12/08/16 1:00 p.m. Adrian PSD
- 12/08/16 3:00 p.m. Tennerton PSD
- 12/08/16 4:00 p.m. Upshur County Safe Sites & Structures Ordinance Board - CANCELLED
- 12/08/16 7:30 p.m. Buckhannon VFD
- 12/08/16 4:00 p.m. Buckhannon Upshur Airport Authority
- 11/17/16 6:30 p.m. Upshur County Youth Camp Board – WVU Extension Office
- 12/18/16 6:00 p.m. Washington District VFD
- 12/19/16 12:00 p.m. Buckhannon-Upshur Chamber of Commerce
- TBA 4:00 p.m. Upshur County Public Library Board
- 12/20/16 10:00 a.m. Wes-Mon-Ty Resource Conservation & Development
- 12/20/16 6:30 p.m. Upshur County Fire Board -- CANCELLED
- 12/20/16 5:00 p.m. UC Enhanced Emergency Telephone Advisory Board
- 12/14/16 7:00 p.m. Ellamore VFD
- 12/21/16 12:00 p.m. Lewis Upshur LEPC --- Upshur location -- CANCELLED
- 03/22/17 10:00 a.m. James W. Curry Advisory Board
- 01/19/17 4:00 p.m. Upshur County Farmland Protection Board
- 12/26/16 6:00 p.m. Upshur County Fire Fighters Association
- 12/14/16 7:00 p.m. Buckhannon River Watershed Association - Board of Directors

12. Appointments Needed or Upcoming:

Tabled Items

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Next Regular Meeting of the Upshur County Commission  
December 8, 2016 --- 9:00 a.m.  
Upshur County Courthouse Annex

\*\*\*ATTENTION\*\*\* The Commission meeting on Thursday, December 29, 2016 has been cancelled