

Upshur County Commission Agenda

Location of Meeting: Upshur County Courthouse Annex
Date of Meeting: December 15, 2016

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• December 8, 2016

9:30 a.m. Dirk Burnside and Delegate Bill Hamilton – Presentation of Certificate for the Upshur County Emergency Medical Services to commend the Upshur County E911 Communications Center Personnel for their medical dispatch services

Items for Discussion / Action / Approval:

1. Approval and signature of Resolution by the Upshur County Commission, WV, Authorizing the Submission of an Application to the US Environmental Protection Agency Brownfield Clean-Up Program. The Upshur County Commission is requesting \$200,000 from the USEPA that will be utilized by the Grantee to clean-up the site referred to as the former Selbyville Tar Pit site. This resolution commits the Upshur County Commission to a \$40,000 cost share satisfied through allowable in-kind services including programmatic oversight, materials for community engagement and re-use planning activities.
2. Approval of Recommendation for Extension of Time to Settle Estate in the Estate of John Earl Rusmisell, Deceased. Thomas H. Fluharty, the appointed Ancillary Administrator, has requested additional time to settle the estate and this recommendation has been made by Daya Masada Wright, Fiduciary Commissioner. The recommendation states the request is both reasonable and warranted. Upon approval, Thomas H. Fluharty will be granted 18 months to finalize the estate.
3. Approval of Recommendation for Extension of Time to Settle Estate in the Estate of Betty Marie Rusmisell, Deceased. Thomas H. Fluharty, the appointed Ancillary Administrator, has requested additional time to settle the estate and this recommendation has been made by Daya Masada Wright, Fiduciary Commissioner. The recommendation states the request is both reasonable and warranted. Upon approval, Thomas H. Fluharty will be granted 18 months to finalize the estate.
4. Approval and signature of correspondence to George Lantz expressing the Commission's appreciation of the removal of debris and clean-up of the property located in Union Tax District – Tax Map 6H – Parcel Number 66.
5. Correspondence from Allegheny Veterinary Services requesting permission to participate in the Lewis-Upshur Animal Control Facility spay-neuter voucher program. Upon approval, Allegheny Veterinary Services will be added to the list of participants.
6. Approval of renewal of membership in NAEIR (National Association for the Exchange of Industrial Resources) free supplies program. The renewal rate options are (1) \$495.00 for 4 catalogs or (2) \$595 for 5 catalogs, effective January 1, 2017.

7. Correspondence from Doyle R. Cutright, E911 Communications Center Director, requesting the Commission to consider allowing four employees to carryover vacation time that exceeds the 80 hours of vacation time permitted to be carried over annually or pay the employee for any vacation hours that exceeds the permitted annual carryover allowance. This request is the result of having to limit and/or deny employee vacation requests due to staffing levels.
8. Approval of Contract with the Administrative Office of the Supreme Court of Appeals Concerning the Employment of Geneva Peggs as a Temporary Part-Time Worthless Check Clerk at the Rate of \$10.00 per hour with an effective date of employment as of January 3, 2016. Upon approval, Ms. Peggs will work ten hours per week. Upshur County Magistrate Court Clerk Angela J. Brady further requests the option of a raise in six months if Ms. Peggs does not find a full-time job by then.
9. Correspondence from Dale L. Burgess, part-time employee of the Assessor's Office, announcing his resignation effective December 22, 2016.
10. Approval of Lewis-Upshur Animal Control Facility Volunteer, Brittany Hitt.
11. 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 County Administrator, to Kenneth Howell regarding the Commission's review of the Bailey Ridge Road Member's correspondence requesting the assistance to help in the process of obtaining a grant or grants for the Mount Hope Water System Association.
2. Statewide Transportation Improvement Program (STIP) FFY 2016-2021 Program Amendment dated December 5, 2016
3. Upshur County Sheriff's Financial Statement for period ending September 2016
4. Upshur County Sheriff's Financial Statement for period ending October 2016
5. Newsletters and/or Event Notifications:
 - The Santa Cause Flyer – From 2:00 to 4:00 p.m. on December 17th at Meadowland Trailer Court and Renny's Mobile Village
6. Agendas and/or Notice of Meetings:

• Buckhannon Upshur Parks and Recreation Advisory Board	December 12, 2016
• Buckhannon-Upshur Airport Authority	December 13, 2016
• Upshur County Farmland Protection Board	December 15, 2016
• City Council of Buckhannon	December 15, 2106

7. Meeting Minutes:

- Upshur County Family Resource Network August 8, 2016
- Upshur County Family Resource Network September 12, 2016
- Elkins Road PSD November 1, 2016
- Upshur County Family Resource Network November 14, 2016
- Buckhannon-Upshur Parks and Recreation Advisory Board November 14, 2016
- Upshur County Solid Waste Authority November 14, 2016

8. 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
- 01/19/17 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
- 01/17/17 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
- 12/15/16 3:00 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

9. Appointments Needed or Upcoming:

- Upshur County Building Commission (Joe Malcolm – 11-10-16) --- Commission

Tabled Items

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

Next Regular Meeting of the Upshur County Commission
December 22, 2016 --- 9:00 a.m.
Upshur County Courthouse Annex

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