

Upshur County Commission Agenda

Location of Meeting: Upshur County Courthouse Annex
Date of Meeting: February 2, 2017

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• January 26, 2017

1:30 p.m. Terri Moxley, EBSO and Joe Stanton, Thornburg Insurance Agency – Mid-year review of EBSO Health Insurance Plan

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

(6) To discuss any material the disclosure of which would constitute an unwarranted invasion of an individual's privacy such as any records, data, reports, recommendations or other personal material of any educational, training, social service, rehabilitation, welfare, housing, relocation, insurance and similar program or institution operated by a public agency pertaining to any specific individual admitted to or served by the institution or program, the individual's personal and family circumstances;

Items for Discussion / Action / Approval:

1. Approval and signature of NewTech Systems, Inc. Fire Alarm Testing and Inspection Agreement, effective from 1/1/2018 to 2/1/2019. Upon approval, the annual fee will be \$900 for one inspection per year.
2. Correspondence from Kenna Leonard, on behalf of the Union Elementary School Parent Teacher Organization, requesting donated items or monetary contributions for Union Elementary School's annual auction to be held March 11, 2017.
3. Discussion and approval of the Buckhannon-Upshur Recreational Park Hours of Operation & Fee Schedule for the 2017 season.
4. Correspondence from John Sencindiver, Chairman of the WesMonTy RC&D, requesting the Commission to reappoint JC Raffety to the Board. Mr. Raffety's membership terminated as of January 1, 2017. The County Commission member may be a Commissioner or someone else appointed by the Commission.
5. Correspondence from David E. Godwin, Prosecuting Attorney, announcing the retirement of Laura Queen, Victim Services Coordinator, effective March 24, 2017. Mr. Godwin is also requesting permission to advertise the vacancy and interview candidates for the position now, to be in a position to offer the job to a candidate as soon after Ms. Queen's departure as possible, with the salary being an amount up to the current salary being paid to Ms. Queen under the grant.
6. 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 Jeff Amburgey, Director of the Property Tax Division, State of WV Department of Revenue State Tax Department, providing a budget amount estimate in the sum of \$38,466 to assist in the task of preparing a FY 2017-2018 budget for the Statewide Computer Network, Account 408. Decreased activities by the Assessor's office, such as printing, mailing of notices, postage, reports, etc., that are charged to the Statewide Computer Network Account #408, may have contributed to the decrease.

2. Atlantic Coast Pipeline Project Update – January 2017

3. Newsletters and/or Event Notifications:

- Buckhannon-Upshur Chamber of Commerce-- January 30, 2017
- Curry Courier – January 25, 2017
- James. W. Curry Public Library Calendar of Events – February 2017

4. Agendas and/or Notice of Meetings:

- City Council of Buckhannon February 2, 2017

5. Meeting Minutes:

- Upshur County Safe Structures and Sites Enforcement Board October 13, 2016
- Buckhannon-Upshur Parks & Recreation Advisory Board 0December 12, 2016

6. Meetings:

- 02/07/17 5:30 p.m. Elkins Road PSD
- 02/07/17 4:00 p.m. Hodgesville PSD
- 02/02/17 7:00 p.m. Banks District VFD
- 02/02/17 7:00 p.m. Selbyville VFD
- 02/13/17 12:00 p.m. Upshur County Family Resource Network
- 02/13/17 4:30 p.m. Upshur County Solid Waste Authority
- 02/13/17 5:30 p.m. Buckhannon-Upshur Recreational Park Advisory Board
- 02/13/17 6:00 p.m. Lewis-Upshur Community Corrections Board-Lewis County
- 02/14/17 7:30 p.m. Adrian VFD
- 03/02/17 6:00 p.m. Buckhannon-Upshur Board of Health
- 02/15/17 7:00 a.m. Upshur County Development Authority – Executive Board
- 02/08/17 12:00 p.m. Upshur County Senior Center Board
- 02/09/17 3:00 p.m. Upshur County Conventions & Visitors Bureau – UCDA Office
- 02/08/17 6:00 p.m. Upshur County Citizens Corp – CERT
- 02/08/17 7:30 p.m. Warren District VFD
- 02/09/17 1:00 p.m. Adrian PSD
- 02/08/17 3:00 p.m. Tennerton PSD
- 02/09/17 4:00 p.m. Upshur County Safe Sites & Structures Ordinance Board
- 02/09/17 7:30 p.m. Buckhannon VFD
- 02/09/17 4:00 p.m. Buckhannon Upshur Airport Authority

- 02/16/17 6:30 p.m. Upshur County Youth Camp Board – WVU Extension Office
- 02/19/17 6:00 p.m. Washington District VFD
- 02/20/17 12:00 p.m. Buckhannon-Upshur Chamber of Commerce
- 02/21/17 4:00 p.m. Upshur County Public Library Board
- 02/28/17 10:00 a.m. Wes-Mon-Ty Resource Conservation & Development
- 02/21/17 6:30 p.m. Upshur County Fire Board
- 02/21/17 5:00 p.m. UC Enhanced Emergency Telephone Advisory Board
- 02/08/17 7:00 p.m. Ellamore VFD
- 02/15/17 12:00 p.m. Lewis Upshur LEPC --- Upshur location
- 03/22/17 10:00 a.m. James W. Curry Advisory Board
- 02/16/17 3:00 p.m. Upshur County Farmland Protection Board – Farm Bureau Office
- 01/30/17 6:00 p.m. Upshur County Fire Fighters Association
- 02/08/17 7:00 p.m. Buckhannon River Watershed Association - Board of Directors
- 02/27/17 10:00 a.m. Mountain CAP of West Virginia, CDC

7. Appointments Needed or Upcoming:

- Upshur County Building Commission (Joe Malcolm – 11-10-16) --- Commission
- Upshur County Farmland Protection Board (unexpired term – 6-30-2019) – Farmer
- Upshur County Safe Structures and Sites Enforcement Board (unexpired term – 6-30-2018) – Community Member

8. Board of Review & Equalization Meeting Schedule

- 02/01/2017 1:00 p.m. No appointments ---Review Property Books
- 02/03/2017 9:00 a.m.
- 02/06/2017 1:00 p.m. Coal, Oil & Gas and Industrial Appointments (3:00 p.m.)
- 02/09/2017 1:00 p.m.
- 02/14/2017 9:00 a.m.
- 02/16/2017 9:00 a.m. Adjournment

Tabled Items

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1. Discussion regarding the Upshur County Youth Baseball Association lease for property known as the Wellness Complex located on Brushy Fork Road.

The County Commission will sit as the Board of Review & Equalization beginning at 1:00 p.m. on the 1st day of February, 2017, and shall continue until the work is complete but will adjourn no later than the close of business on the 16th day of February, 2017.

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