

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: February 8, 2018

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

Approval of Minutes:

- February 1, 2018

9:05 a.m. Lori Ulderich Harvey on behalf of the Upshur County Family Resource Network Tobacco Prevention Coalition – Presentation of “Threw with Chew Week” Proclamation

Items for Discussion / Action / Approval:

1. Review and signature of correspondence to Todd Goddard, Community Development Representative, enclosing Community Development Block Grant – Small Cities Block Grant Request for Payment for the Elkins Road PSD Phase III Water System Improvements in the amount of \$9,264.00. This is for Request for Funds #6.
2. Correspondence from Joseph N. Geiger, Jr., Director of the WV Archives and History, announcing the award of \$10,000 to be used by the Circuit Clerk’s office to digitize chancery and law case files, the award of \$955 to be used by the Assessor’s office to purchase a color scanner and requesting a response with the Commission’s intent to pursue the records project.
3. Discussion and approval of contracting housecleaning work with Jane Cutlip of Quality Home and Office Cleaning for the Courthouse, Administrative Annex and Communications Center. These services will be provided on a temporary basis for up to twelve weeks while additional quotes are received and the vacant housekeeper position is advertised.
4. Review and signature of revised Professional Services Agreement between the Upshur County Commission and the Region VII Planning and Development Council to obtain GIS professional services to assist with the telephone conversion portion of the addressing and mapping project. Upon approval, the project would be completed no later than June 30, 2018 and the cost is not to exceed \$10,000.
5. Review and approval of an Order declaring opioid issues in Upshur County as a public nuisance, as permitted by WV Code §7-1-3kk. After being duly adopted, the Upshur County Commission shall take any and all actions which it deems proper and necessary to abate the public nuisance caused by the opioid crisis, including the filing of a legal action against any responsible parties.
6. Approval and signature of Contingent Fee Contract with Fitzsimmons Law Firm PLLC. This contract authorizes Fitzsimmons Law Firm PLLC to take charge and prosecute by claim or suit for damages to final determination by all necessary legal proceedings or by compromise or settlement a claim for damages caused by the opioid epidemic against certain pharmaceutical manufacturers, distributors, suppliers and all others who may be potentially liable.

7. Approval and signature of correspondence to Ms. Connie Boley-Lilly with the Federal Aviation Administration requesting a change in the designation of direct deposit account for FAA grant funding for the Upshur County Regional Airport.
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 Governor Jim Justice committing the remaining one million two hundred sixteen thousand five hundred sixty six dollars (\$1,216,566) from the State's FY 2017 CDBG allocation for the Elkins Road PSD, Phase III Water System Improvement Project.
2. U.S. EPA Brownfields Grant Quarterly Progress Report for period October 1, 2017 through December 31, 2017.
3. WV Courthouse Facilities Improvement Authority Fund Progress Report for period October 31, 2017 through January 20, 2018.
4. Atlantic Coast Pipeline Construction Update – January 2018
5. Appointments Needed or Upcoming:
6. Board of Review & Equalization Meeting Schedule
 - 02/01/2018 1:00 p.m. – 3:00 p.m. No appointments ---Review Property Books
 - 02/06/2018 9:00 a.m. – 11:00 a.m. Coal, Oil & Gas and Industrial Appointments
 - 02/09/2018 1:00 p.m. – 3:00 p.m.
 - 02/14/2018 1:00 p.m. – 3:00 p.m.
 - 02/16/2018 9:00 a.m. – 11:00 a.m. Adjournment

These meetings will take place at the Upshur County Administrative Annex

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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The County Commission will sit as the Board of Review & Equalization beginning at 1:00 p.m. on the 1st day of February, 2018, and shall continue until the work is complete but will adjourn no later than the close of business on the 16th day of February, 2018.

Next Regular Meeting of the Upshur County Commission
February 15, 2018 --- 9:00 a.m. at the Upshur County Courthouse Annex

The regularly scheduled Commission Meeting scheduled for Thursday, March 8, 2018 has been CANCELLED