

## Upshur County Commission Meeting Agenda

Agenda packets are available electronically at [http://www.upshurcounty.org/agenda\\_and\\_minutes/index.php](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: March 14, 2019

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

Approval of Minutes:

- March 7, 2019

1:00 p.m. Budget Hearings at the Upshur County Administrative Annex

### Items for Discussion / Action / Approval:

1. Approval and signature of correspondence supporting the 26<sup>th</sup> Judicial Community Corrections Day Report Center for inclusion in their FY20 grant application.\*
2. Correspondence from Shane Whitehair, Executive Director of Region VII Planning and Development Council regarding Small Cities Block Grant recipient requirements to affirmatively further fair housing. Approval and signature of a Resolution proclaiming April 2019 as Fair Housing Month.\*
3. Approval and signature of the Letter of Agreement between the Upshur County Commission and Nate Kennedy, Consulting Engineer for Kennedy Forest Management Services, setting forth the terms of agreement for marking and selling timber on the Selbyville Youth Camp property. The fee will be 5% of the timber sale value.\*
4. Correspondence from Bethany Kirchberg, Tri-County Child Exchange & Visitation Program Coordinator, requesting the employment of Hannah Ferguson as a part-time program monitor, effective March 18, 2019. As program monitor, Ms. Ferguson will be paid \$8.75 an hour and work a maximum of 19 hours per week.\*  
*Item may lead to Executive Session per WV Code §6-9A-4*
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. Lease Agreement between the 26<sup>th</sup> Judicial Community Corrections Day Report Center and CIT Bank, N.A. for the purchase of copier equipment at the Lewis County Day Report Center. Per this agreement, the monthly payment will be \$53 per month for a period of 60 months.\*

2. Correspondence from Susan M. Pierce, Deputy State Historic Preservation Officer for the WV Division of Culture and History, providing a response to the Section 106 Review for the dormer and chimney restoration project. After the project is awarded and plans finalized, further comments will be provided.
3. Correspondence from Jill C. Dunn, Director of the WV Department of Transportation Division of Highways Legal Division, regarding the Commission's concerns with the Division of Highways' legal position on legislation regarding debris landslides.
4. James W. Curry Public Library Garden Project Application for Assistance through Wes-Mon-Ty RC&D. If awarded, the funds will be used for the creation of a raised bed garden to be used for a pumpkin patch and will cost approximately \$2,075.
5. Upshur County Animal Control / Humane Officer Report for the month of February 2019
6. Lewis-Upshur Animal Control Facility Cat Report for the month of February 2019
7. Appointments Needed or Upcoming:
  - Tennerton Public Service District (unexpired term – July 31, 2019)
8. Budget Hearing Schedule

The Commission will hold budget hearings at the Upshur County Administrative Annex on the following dates. For a detailed list of meetings, please contact Carrie L. Wallace at [clwallace@upshurcounty.org](mailto:clwallace@upshurcounty.org).

- Wednesday, March 13<sup>th</sup> beginning at 9:00 a.m.
- Thursday, March 14<sup>th</sup> beginning at 1:00 p.m.
- Friday, March 15<sup>th</sup> beginning at 8:30 a.m.
- Monday, March 18<sup>th</sup> beginning at 9:00 a.m.
- Tuesday, March 19<sup>th</sup> beginning at 9:00 a.m.

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](http://www.upshurcounty.org/agenda_and_minutes/index.php)

### Tabled Items

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

1. United States Census Bureau –2020 Census and the formation of a complete count committee

**Next Regular Meeting of the Upshur County Commission**  
**March 21, 2019 --- 9:00 a.m.**  
**Upshur County Courthouse Annex**