

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: March 22, 2018

- 9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• March 15, 2018
- 9:15 a.m. Mike Cozad, Community Liaison – Update regarding the Atlantic Coast Pipeline timeline, project expectations and upcoming open house.
- 9:30 a.m. Recommendation from Review Committee for the procurement of Environmental Consultant Services necessary to undertake remediation planning activities for the completion of the Upshur County Youth Camp Tar Pit EPA Brownfields Cleanup Project.
- 1:30 p.m. Terri Moxley, EBSO and Joe Stanton, Thornburg Insurance Agency – Review of EBSO Health Insurance Plan *via GoToMeeting*
Item may lead to Executive Session per WV Code §6-9A-4(6)

Items for Discussion / Action / Approval:

1. Approval and signature of Upshur County 2018 – 2019 fiscal year budget.
2. Review and signature of revised letter from Charlie McKinney, Assistant Chief Inspector, Chief Inspector's Division of the WV State Auditor's Office, confirming the services provided to the Upshur County Commission for the fiscal year ended June 30, 2017. In addition to the single audit services, the revised fee of \$29,740 now includes the Upshur County Farmland Protection Board's audit. The Upshur County Farmland Protection Board will reimburse the Upshur County Commission the difference of \$1,500 for their portion of the services.
3. Correspondence from Roy H. Wager, Upshur County Schools Superintendent, recommending the appointment of Katie Loudin to serve on the Buckhannon-Upshur Parks and Recreation Advisory Board in lieu of Dr. Greenbrier Almond. Mrs. Loudin will be serving the remainder of the term ending on June 30, 2018.
4. Approval of advertisement for Lifeguards, Admission Workers and Concession Stand Workers for the 2018 season at the Buckhannon-Upshur Recreational Park Facility. The seasonal positions will begin work in mid-May and continue through mid-August. Applications must be received on or before the close of business on Friday, April 20, 2018.
5. Approval of Upshur County Youth Camp advertisement for seasonal positions. Positions include kitchen personnel, cleaning personnel, grounds keeping and/or lifeguards. Applications must be received before the close of business on April 27, 2018.

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 Melissa Garretson Smith, Executive Director of the WV Courthouse Facilities Improvement Authority announcing that the previously requested time extension for the Circuit Courtroom project has been approved. The new deadline for completion is April 14, 2018.
2. Correspondence from Ingrid Ferrell, Director of the Executive Secretary Division of the Public Service Commission of WV, enclosing a copy of a Commission Order issued March 8, 2018 in the matter of Rules Governing E-911 Fees, 150 C.S.R. Series 25, to provide further guidance regarding E-911 fee requirements.
3. Contract Administration Notes for Millsite Run South '16 TS – Curry Park – Submitted by Nate Kennedy, Forester
4. Upshur County Sheriff's Financial Statement for Period Ending February 2018
5. Appointments Needed or Upcoming:

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

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

**Next Regular Meeting of the Upshur County Commission
March 29, 2018 --- 9:00 a.m.
Upshur County Courthouse Annex**

*****There will be a Special Commission Meeting held at the Upshur County Administrative Annex on Tuesday, April 17, 2018 at 9:00 a.m. *****