

Upshur County Commission
Agenda

Location of Meeting: Upshur County Courthouse Annex
Date of Meeting: March 30, 2017

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• March 23, 2017

9:15 a.m. Lori Ulderich Harvey, Upshur County Family Resource Network Director – Requesting the month of April 2017 to be proclaimed as Child Abuse Prevention and Awareness Month and requesting that March 30, 2017 be proclaimed as Children’s Memorial Flag Day

(Recess for raising of flag)

9:45 a.m. Sandra Phillips, Tennerton Lions Club President – Proclamation declaring April 27, 2017 to be a day of honor and appreciation of the Tennerton Lions Club

Items for Discussion / Action / Approval:

1. Approval and signature of welcome letter for the annual Strawberry Festival Souvenir Program Book and local newspapers.
2. Review and signature of WV Counties Risk Pool 2017-2018 Acceptance to Renew Coverage of proposal dated March 15, 2017. Upon approval, the total annual contribution will be \$180,299.
3. Approval and signature of Agreement between the Division of Culture and History for and on behalf of Archives and History for and on behalf of the Records Management and Preservation Board and the Upshur County Commission for fiscal year July 1, 2017 through June 30, 2018. The award amount is \$10,000 with a ten percent cash match to be provided by the County.
4. Approval and signature of FY 17 Court Security Grant Application, Resolution and Assurances, for a WAVE Plus duress alarm system, fiberglass panels, security cameras, metal detector wand, intercom system, card reader and walk through metal detector.
5. Correspondence from Larry Lance, French Creek Elementary School Counselor, requesting for the rental fee of the large pavilion on April 29th to be waived. The pavilion has been reserved to conduct a “Fun Run” fundraiser to raise money for the school.
6. Correspondence from Dustin L. Hollen requesting permission for the 7-8 year old pinto team to utilize the Pringle Tree Park for baseball practice when the fields at Tennerton are not available. The days requested, weather permitting, would be on Tuesdays and Thursdays from 6 p.m. to 7:30 p.m. during the month of April.
7. Correspondence from David E. Godwin, Prosecuting Attorney, requesting the employment of Matthew Ray Cutright as Victim Advocate, effective April 10, 2017, at a salary of \$32,745.

8. Correspondence from Carol J. Smith, County Clerk, requesting the employment of Debra A. Hull as Deputy County Clerk/Bookkeeper, effective April 16, 2017, at the hourly wage rate of \$20.70. Upon approval, Ms. Smith further requests, for retirement purposes only, that Ms. Hull be allowed to carry forward 1,513 hours of accumulated leave. Upon Ms. Hull's retirement with the WV Public Employees Retirement System, she will utilize this leave for years of service credit.
9. 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 Tony O'Leary, WV Development Office Project Manager, enclosing the fully executed grant award and contract dated December 13, 2016 for the Community Development Block Grant in the amount of \$283,434 for the Elkins Road PSD, Phase III Water System Improvements.
2. Correspondence from Mary Jo Thompson, WV Development Office Director, reminding the Commission, as a recipient of the Community Development Block Grant funds, of their responsibility to implement appropriate activities to promote fair housing during the month of April and on a continuing basis throughout the year.
3. Correspondence from Debrin L. Jenkins, WV Rural Health Association Executive Director, introducing the WV Health Data Portal that may be accessed for free at www.wvrha.org down to the county level. This portal is an online geo-spatial resource with up to date health and workforce data available to be used to develop color coded maps for community assessments, grant applications and to aid in making policy decisions based on up to date facts.
4. Upshur County Sheriff's Financial Statement for period ending February 2017
5. Newsletters and/or Event Notifications:
 - Press Release – Buckhannon Dog Park Development Underway
6. Agendas and/or Notice of Meetings:

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| • Region VI Local Elected Officials Meeting | March 10, 2017 |
| • Upshur County Youth Camp Board | March 16, 2017 |
| • City Council of Buckhannon – Special Session | March 30, 2017 |
| • Upshur County Solid Waste Authority | April 10, 2017 |
| • Town Hall Meeting Notice of City Council of Buckhannon | May 8, 2017 |
7. Meeting Minutes:

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| • Region VI LEO Board Meeting | December 9, 2016 |
| • Region VI LEO Special Board Meeting | December 19, 2016 |
| • Elkins Road PSD | February 7, 2017 |
| • Upshur County Youth Camp Board | February 16, 2017 |
| • Upshur County Fire Board | February 21, 2017 |
| • WesMonTy RC&D Board of Directors | February 21, 2017 |

8. Meetings:

- 04/04/17 5:30 p.m. Elkins Road PSD
- 04/04/17 4:00 p.m. Hodgesville PSD
- 04/06/17 7:00 p.m. Banks District VFD
- 04/06/17 7:00 p.m. Selbyville VFD
- 04/10/17 12:00 p.m. Upshur County Family Resource Network
- 04/10/17 4:30 p.m. Upshur County Solid Waste Authority
- 04/10/17 5:30 p.m. Buckhannon-Upshur Recreational Park Advisory Board
- 05/08/17 6:00 p.m. Lewis-Upshur Community Corrections Board-Lewis County
- 04/11/17 7:30 p.m. Adrian VFD
- 05/04/17 6:00 p.m. Buckhannon-Upshur Board of Health
- 04/19/17 7:00 a.m. Upshur County Development Authority – Executive Board
- 04/12/17 12:00 p.m. Upshur County Senior Center Board
- 04/13/17 3:00 p.m. Upshur County Conventions & Visitors Bureau – UCDA Office
- 04/12/17 6:00 p.m. Upshur County Citizens Corp – CERT
- 04/12/17 7:30 p.m. Warren District VFD
- 04/13/17 1:00 p.m. Adrian PSD
- 04/12/17 3:00 p.m. Tennerton PSD
- 04/13/17 4:00 p.m. Upshur County Safe Sites & Structures Ordinance Board
- 04/13/17 7:30 p.m. Buckhannon VFD
- 04/13/17 4:00 p.m. Buckhannon Upshur Airport Authority
- 04/20/17 6:30 p.m. Upshur County Youth Camp Board
- 04/16/17 6:00 p.m. Washington District VFD
- 04/17/17 12:00 p.m. Buckhannon-Upshur Chamber of Commerce
- 04/18/17 4:00 p.m. Upshur County Public Library Board
- 04/18/17 10:00 a.m. Wes-Mon-Ty Resource Conservation & Development
- 04/18/17 6:30 p.m. Upshur County Fire Board
- 04/18/17 5:00 p.m. UC Enhanced Emergency Telephone Advisory Board
- 04/12/17 7:00 p.m. Ellamore VFD
- 04/19/17 12:00 p.m. Lewis Upshur LEPC --- Upshur location
- 04/26/17 10:00 a.m. James W. Curry Advisory Board
- 04/20/17 3:00 p.m. Upshur County Farmland Protection Board – Farm Bureau Office
- 04/24/17 6:00 p.m. Upshur County Fire Fighters Association
- 04/12/17 7:00 p.m. Buckhannon River Watershed Association - Board of Directors
- 04/24/16 10:00 a.m. Mountain CAP of West Virginia, CDC – Annual Meeting

9. Appointments Needed or Upcoming:

- Upshur County Safe Structures and Sites Enforcement Board (unexpired term – 6-30-2018) – Community Member

Tabled Items

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Next Regular Meeting of the Upshur County Commission
April 6, 2017 --- 9:00 a.m.
Upshur County Courthouse Annex