

Upshur County Commission Agenda

Location of Meeting: Upshur County Courthouse Annex
Date of Meeting: April 21, 2016

- 9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• April 14, 2016
- 9:30 a.m. Michael M. Taylor, Randolph County Commission President – Joint press release regarding current procedures for responding to emergencies for Randolph County residents in Ellamore.
- 10:00 a.m. Cliff Newman – Request for designation of fishing area at the Upshur County Youth Camp in Selbyville
- 11:00 a.m. Ribbon Cutting event welcoming AirTech, LLC – Upshur County Regional Airport – Hanger #B4
- 12:00 p.m. Children’s Memorial Flag Luncheon – Chapel Hill United Methodist Church
- 1:00 p.m. Supervisor Meeting
- 2:00 p.m. Policy Board Meeting

Items for Discussion / Action / Approval:

1. Review and signature of correspondence to Tony O’Leary, Community Development Representative, enclosing Community Development Block Grant – Small Cities Block Grant Request for Payment for the Adrian PSD Phase VI Water Extension.
2. Review and signature of Pledge Authorization to release collateral currently pledged to secure deposits for the Upshur County Commission at the Federal Reserve Bank of New York.
3. Review and approval of James Vending one year contract agreement dated April 15, 2016 for the Buckhannon-Upshur Recreational Park.
4. Correspondence from Thomas J. O’Neill requesting consideration to be appointed to serve on the Upshur County Fire Board as a community representative for a three year term effective July 1, 2016. Mr. O’Neill’s term would expire June 30, 2019.
5. Correspondence from Jonathan Teets, Superintendent, requesting funding to provide electric to more campsites at Audra State Park.
6. Correspondence from Abigail Jeffries, Rock Cave PTO, Inc. President, requesting the donation of pool passes for a spring bingo fundraiser.
7. Correspondence from Gregory B. Harris, Upshur County Safe Structures and Sites Enforcement Board Permit / Ordinance Officer, requesting that the Commission order clean-up of case number 091015-01.

8. Correspondence from Debbie Thacker Wilfong, Upshur County Clerk, requesting the temporary employment of early voting clerks for the May 2016 Primary Election. Upon approval, these clerks will begin work on April 27, 2016 and end on May 7, 2016, at the rate of \$8.75 per hour.
9. Correspondence from Tabatha R. Perry, Assistant Administrator, requesting the continued temporary seasonal employment of Seth Blake as Pool Director for the 2016 season. Upon approval, Mr. Blake will begin work on or around May 16, 2016 and will receive a weekly salary of \$525.00.
10. Approval of Lewis-Upshur Animal Control Facility Volunteers Christine Azevedo and Cynthia McLean.
11. Approval and adoption of the Substance Abuse and Testing Policy of Upshur County E911 Communication Center.
12. Approve Invoices for Payment, Purchase Card Invoices for Payment, Budget Revisions / Financial Reports or Information, Correction of Erroneous Assessments, Exonerations/Refunds, 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 Senator Craig P. Blair, Chairman, Senate Committee on Government Organization, regarding Senate Bill 648, which becomes effective on June 6, 2016. This Bill allows local authorities to permit traffic signals to flash during low traffic times.
2. Correspondence from Neeraj (Raj) Sharma, On-Scene Coordinator of the United States Environmental Protection Agency, regarding the status of the Upshur County 4-H Tarpit Site in Selbyville, WV. The EPA plans no further action at the site.
3. Correspondence from Paul A. Mattox, Jr., P.E. Secretary of Transportation/Commissioner of Highways with the WV Department of Transportation Division of Highways regarding the traffic study conducted at the intersection of Kesling Mill Road and US 33. Based upon a review of the collected data, it was determined that the traffic volume at the intersection of Kesling Mill Road with US 33 does not meet warranting criteria for the installation of a traffic signal.
4. Correspondence from James S. Hollen, III, PE, City Engineer for the City of Buckhannon, informing the Commission of the City of Buckhannon's Local Flood Protection Project.
5. Correspondence from Burl J. Smith, Director of Upshur County Solid Waste Authority, filing the Upshur County Comprehensive Litter and Solid Waste Control Plan, Rev. Sept. 2015, Approved 3/16/16.
6. Building Permits – March 2016
7. 2016 Young Filmmakers Camp Flyer
8. Adoption Financial Transactions – 3/1/16 through 3/31/16
9. Application for Pennsylvania – Out of State Dealers 2016 – Kennel License

10. Meet the Candidates – Town Hall Meeting Invitation – April 25, 2016 at 7:00 p.m.

11. Agendas and/or Notice of Meetings:

- Elkins Road PSD

May 3, 2016

12. Meeting Minutes:

- Upshur County Safe Structures and Sites Enforcement Board March 10, 2016

13. Meetings:

- 04/05/16 5:30 p.m. Elkins Road PSD
- 04/05/16 6:00 p.m. Hodgesville PSD
- 04/06/16 7:00 a.m. Upshur County Development Authority – Executive Board Meeting
CANCELLED
- 04/07/16 7:00 p.m. Banks District VFD
- 04/07/16 7:00 p.m. Selbyville VFD
- 04/11/16 12:00 p.m. Upshur County Family Resource Network
- 04/11/16 4:30 p.m. Upshur County Solid Waste Authority
- 04/11/16 6:00 p.m. Buckhannon-Upshur Recreational Park Advisory Board- CANCELLED
- 04/11/16 6:00 p.m. Lewis-Upshur Community Corrections Board -- Upshur County
- 04/12/16 6:00 p.m. Buckhannon River Watershed Association
- 04/12/16 7:30 p.m. Adrian VFD
- 04/13/16 6:00 p.m. Buckhannon-Upshur Board of Health
- 04/13/16 12:00 p.m. Upshur County Senior Center Board
- 04/13/16 1:30 p.m. Upshur County Conventions & Visitors Bureau – UCDA Office
- 04/13/16 6:00 p.m. Upshur County Citizens Corp - CERT
- 04/13/16 7:30 p.m. Warren District VFD
- 04/14/16 1:00 p.m. Adrian PSD
- 04/14/16 3:00 p.m. Tennerton PSD
- 04/14/16 4:00 p.m. Upshur County Safe Sites & Structures Ordinance Board
- 04/14/16 7:30 p.m. Buckhannon VFD
- 04/14/16 4:00 p.m. Buckhannon Upshur Airport Authority–meeting held at Airport
- 05/05/16 6:30 p.m. Upshur County Youth Camp Board – Special Meeting
- 04/17/16 6:00 p.m. Washington District VFD
- 04/18/16 12:00 p.m. Buckhannon-Upshur Chamber of Commerce
- 04/19/16 4:00 p.m. Upshur County Public Library Board
- 04/19/16 10:00 a.m. Wes-Mon-Ty Resource Conservation & Development
- 04/19/16 6:30 p.m. Upshur County Fire Board
- 04/19/16 5:00 p.m. UC Enhanced Emergency Telephone Advisory Board
- 04/20/16 7:00 p.m. Ellamore VFD
- 04/20/16 12:00 p.m. Lewis Upshur LEPC --- Upshur location
- 04/20/16 7:00 a.m. Upshur County Development Authority
- 04/25/16 10:00 a.m. Mountain CAP of West Virginia, CDC
- 04/27/16 10:00 a.m. James W. Curry Advisory Board
- 04/28/16 4:00 p.m. Upshur County Farmland Protection Board
- TBA 6:00 p.m. Upshur County Fire Fighters Association

14. Appointments Needed or Upcoming:

- Upshur County Fire Board (Vacant Position – 6-30-16) --- 1st District Community Representative

Tabled Items

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Next Regular Meeting of the Upshur County Commission

April 28, 2016 --- 9:00 a.m.

Upshur County Courthouse Annex