

Upshur County Commission

Agenda

Location of Meeting: Upshur County Courthouse Annex

Date of Meeting: May 5, 2016

- 9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• April 28, 2016
- 9:30 a.m. Cary Smith, Region VII --- Public Hearing, Approval and Signature of the 2016 Small Cities Block Grant Application for the Elkins Road PSD Phase III Waterline Extension
- 9:45 a.m. Seth Cutright, Deputy – Certificate of Recognition Award
- 10:00 a.m. Steve Linger- Director E911 Com Center – Request for employee schedule change
Item may lead to Executive Session per WV Code §6-9A-4
(6) To discuss any material the disclosure of which would constitute an unwarranted invasion of an individual's privacy such as any records, data, reports, recommendations or other personal material of any educational, training, social service, rehabilitation, welfare, housing, relocation, insurance and similar program or institution operated by a public agency pertaining to any specific individual admitted to or served by the institution or program, the individual's personal and family circumstances;
- 10:30 a.m. Steve Linger, Director E911 Com Center – Discussion regarding E-911 Supervisor Disciplinary Action
Item may lead to Executive Session per WV Code §6-9A-4
(A) Matters arising from the appointment, employment, retirement, promotion, transfer, demotion, disciplining, resignation, discharge, dismissal or compensation of a public officer or employee, or prospective public officer or employee unless the public officer or employee or prospective public officer or employee requests an open meeting; or
- 10:45 a.m. Review and announcement of James W. Curry scholarship recipients.
Item may lead to Executive Session per WV Code §6-9A-4
(10) To avoid the premature disclosure of an honorary degree, scholarship, prize or similar award;

Items for Discussion / Action / Approval:

1. Approval and signature of Agreement between the Division of Culture and History for and on behalf of the Records Management and Preservation Board and the Upshur County Commission. The WV Division of Culture and History agrees to grant the sum of \$10,000 for the Circuit Clerk's digitizing of chancery files. The term of the project shall be for fiscal year July 1, 2016 through June 30, 2017.
2. Review and signature of letter to George Lantz, case number 091015-01, regarding a complaint filed with the Upshur County Safe Structures and Sites Board.

3. Review and signature of 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, 2015. The fee for the audit services will be \$28,240.
4. Review and signature of correspondence to Senator Shelley Moore Capito requesting further review of the proposal by the Department of Labor that substantially revises the overtime regulations to county government.
5. Review and signature of correspondence to Senator Joe Manchin requesting further review of the proposal by the Department of Labor that substantially revises the overtime regulations to county government.
6. Review and signature of correspondence to Terri Moxley with Expert Benefit Solutions requesting the removal of the "Teledoc Service" from Upshur County's health insurance plan, effective May 1, 2016.
7. Correspondence from Maria Bray, President of the Upshur Arts Alliance, requesting permission to display local student's artwork in the Courthouse foyer. Upon approval, the display would be changed every three to four months.
8. Correspondence from Carrie Wallace, County Administrator and Advisory Board Member of the James W. Curry Advisory Board, requesting the donation of ten (10) one (1) day pool passes to be used as incentives for local children to attend the 2016 summer reading program.
9. Request from Upshur County Clerk Debbie Thacker Wilfong for the Sheriff of Upshur County to serve as Administrator with the Will Annexed of the Estate of Climmer Oren Suder, Sr., deceased, in accordance with Chapter 44, Article 1, Section 11 of the WV Code.
10. Correspondence from Aimee Knight, Community Corrections Case Manager, announcing her resignation, effective May 13, 2016.
Item may lead to Executive Session per WV Code §6-9A-4
 (A) Matters arising from the appointment, employment, retirement, promotion, transfer, demotion, disciplining, resignation, discharge, dismissal or compensation of a public officer or employee, or prospective public officer or employee unless the public officer or employee or prospective public officer or employee requests an open meeting; or
11. Correspondence from Tabatha R. Perry, Assistant County Administrator, on behalf of the Upshur County Youth Camp Board, requesting the employment of Zachary J. Haddix as a seasonal part-time groundskeeper at the wage rate of \$9.00 per hour, effective immediately.
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 Tabatha R. Perry, Assistant County Administrator, to Dr. Sara Stankus, Principal of Union Elementary School, forwarding a letter received from Paul A. Mattox, Jr., P.E., Secretary of

Transportation/Commissioner of Highways with the Division of Highways informing the students that the traffic volume at the intersection of Kesling Mill Road and Route 33 does not meet warranting criteria for the installation of a traffic signal.

2. Upshur County Mileage Reports – March 2016

- Community Corrections

3. Building Permits --- April 2016

4. Upshur County Health Department Newsletter – May 2016

5. Agendas and/or Notice of Meetings:

- Elkins Road PSD May 3, 2016
- Community Corrections May 9, 2016

6. Meeting Minutes:

- Upshur County Fire Board February 16, 2016
- Upshur County Fire Board March 15, 2016
- James W. Curry Library and Park Advisory Board March 23, 2016

7. Meetings:

- 05/03/16 5:30 p.m. Elkins Road PSD
- 05/03/16 6:00 p.m. Hodgesville PSD
- 05/04/16 7:00 a.m. Upshur County Development Authority – Executive Board Meeting
- 05/05/16 7:00 p.m. Banks District VFD
- 05/05/16 7:00 p.m. Selbyville VFD
- 05/09/16 12:00 p.m. Upshur County Family Resource Network
- 05/09/16 4:30 p.m. Upshur County Solid Waste Authority
- 05/09/16 6:00 p.m. Buckhannon-Upshur Recreational Park Advisory Board
- 05/09/16 6:00 p.m. Lewis-Upshur Community Corrections Board -- Lewis County
- 05/10/16 6:00 p.m. Buckhannon River Watershed Association
- 05/10/16 7:30 p.m. Adrian VFD
- 05/11/16 6:00 p.m. Buckhannon-Upshur Board of Health
- 05/11/16 12:00 p.m. Upshur County Senior Center Board
- 05/11/16 1:30 p.m. Upshur County Conventions & Visitors Bureau – UCDA Office
- 05/11/16 6:00 p.m. Upshur County Citizens Corp - CERT
- 05/11/16 7:30 p.m. Warren District VFD
- 05/12/16 1:00 p.m. Adrian PSD
- 05/12/16 3:00 p.m. Tennerton PSD
- 05/12/16 4:00 p.m. Upshur County Safe Sites & Structures Ordinance Board
- 05/12/16 7:30 p.m. Buckhannon VFD
- 05/12/16 4:00 p.m. Buckhannon Upshur Airport Authority–UCDA Office
- 05/05/16 6:30 p.m. Upshur County Youth Camp Board – Special Meeting
- 05/15/16 6:00 p.m. Washington District VFD
- 05/16/16 12:00 p.m. Buckhannon-Upshur Chamber of Commerce
- 05/17/16 4:00 p.m. Upshur County Public Library Board

- 05/17/16 10:00 a.m. Wes-Mon-Ty Resource Conservation & Development
- 05/17/16 6:30 p.m. Upshur County Fire Board
- 05/17/16 5:00 p.m. UC Enhanced Emergency Telephone Advisory Board
- 05/18/16 7:00 p.m. Ellamore VFD
- 05/18/16 12:00 p.m. Lewis Upshur LEPC --- Lewis location
- 05/18/16 7:00 a.m. Upshur County Development Authority
- 05/23/16 10:00 a.m. James W. Curry Advisory Board
- 05/26/16 4:00 p.m. Upshur County Farmland Protection Board
- TBA 6:00 p.m. Upshur County Fire Fighters Association

8. Appointments Needed or Upcoming:

Tabled Items

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

Next Regular Meeting of the Upshur County Commission
 May 12, 2016 --- 9:00 a.m.
 Upshur County Courthouse Annex