

Upshur County Commission Agenda

Location of Meeting: Upshur County Courthouse Annex
Date of Meeting: June 16, 2016

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

Approval of Minutes:

- June 9, 2016

9:15 a.m. David H. Coffman, Upshur County Sheriff – Discussion regarding FY '17 budget and employee compensation

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

9:30 a.m. Linda Wolfe --- Relay for Life Chair --- Reading, approval and signature of Proclamation

9:45 a.m. Potential property acquisition

Item may lead to Executive Session per WV Code §6-9A-4

(9) To consider matters involving or affecting the purchase, sale or lease of property, advance construction planning, the investment of public funds or other matters involving commercial competition, which if made public, might adversely affect the financial or other interest of the state or any political subdivision: Provided, That information relied on during the course of deliberations on matters involving commercial competition are exempt from disclosure under the open meetings requirements of this article only until the commercial competition has been finalized and completed: Provided, however, That information not subject to release pursuant to the West Virginia freedom of information act does not become subject to disclosure as a result of executive session;

1:00 p.m. Supervisor Meeting

2:00 p.m. Policy Board Meeting

3:00 p.m. Pre-Bid conference for Upshur County Courthouse Roof Repair Project

Items for Discussion / Action / Approval:

1. Approval of Upshur County Courthouse Chimney Repair Project Manual prepared by WYK Associates, Inc. and advertisement of project. This manual includes an Invitation for Bids for the repair of the Courthouse Chimneys. There will be a mandatory pre-bid conference at 3:00 p.m. on Thursday, July 7, 2016. All sealed bids must be received no later than 9:00 a.m. on Thursday, July 21, 2016. Sealed bids will be opened, reviewed and read aloud by the Upshur County Commission at 9:30 a.m. on Thursday, July 21, 2016.
2. Correspondence from Carrie L. Wallace on behalf of the Buckhannon Upshur Airport Authority requesting the sale of a 25kw natural gas generator that is no longer being used by the County. This

generator will allow for electricity to be maintained during a power outage to hangar B2, occupied by HealthNet.

3. Approval and signature of Gerber Life Insurance Company Stop-Loss Proposal for proposed policy term 7/1/16 to 6/30/17, Plan Sponsor Disclosure Statement and Contract Addenda, and Grandfathered Status Certification.
4. Approval and signature of agreement between Anytime Fitness Club #3873 and the Upshur County Commission. This agreement will allow Upshur County employees to receive partnership benefits from Anytime Fitness including monthly memberships for \$29.99 per month for the first 12 months.
5. Approval and signature of Upshur County Basic Ordering Agreement for Courthouse Network Support, Administration & Consulting with Global Science and Technology, effective July 1, 2016. These services will be billed on a monthly basis in the sum of \$1,198.
6. Correspondence from David H. Coffman, Sheriff of Upshur County, requesting the employment of Natalie E. Nicholson as full-time Tax Deputy at the starting rate of pay of \$10.00 per hour, effective June 27, 2016.
7. Approval of advertisement for part-time and full-time E911 telecommunicator (dispatch) positions. Starting rate of pay is \$11.00 per hour.
8. Correspondence from Christina Pickens, E911 telecommunicator, announcing her resignation, effective July 9, 2016.
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9. Approval of Lewis-Upshur Animal Control Facility Volunteers, Ashley Cooper and Brandi Gilles
10. 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. Notice of Ribbon Cutting Ceremony at BC Bank – June 20, 2016 at 1:00 p.m.
2. Notice of Upshur County Family Resource Network fundraising event – June 28, 2016
3. Bicentennial Anniversary Community Dialogue Invitation – June 27, 2016 at 6:00 p.m.
4. Buckhannon-Upshur Chamber of Commerce Newsletter – June 13, 2016
5. Upshur County Monthly Dog Report – May 2016

6. Lewis-Upshur Animal Control Facility Cat Report – May 2016

7. Atlantic Coast Pipeline Project Update – June 2016

8. Agendas and/or Notice of Meetings:

- Buckhannon-Upshur Airport Authority June 9, 2016
- Upshur County Family Resource Network June 13, 2016
- Upshur-Buckhannon Board of Health June 14, 2016
- City Council of Buckhannon June 16, 2016
- Buckhannon-Upshur Chamber of Commerce June 20, 2016
- Upshur County Fire Board, Inc. June 21, 2016

9. Meeting Minutes:

- Adrian Public Service District April 14, 2016
- Adrian Public Service District April 21, 2016
- Elkins Road Public Service District May 3, 2016
- Adrian Public Service District May 3, 2016
- Upshur County Safe Structures and Sites Enforcement Board May 12, 2016

10. Meetings:

- 06/07/16 5:30 p.m. Elkins Road PSD
- 06/07/16 6:00 p.m. Hodgesville PSD
- 06/08/16 7:00 a.m. Upshur County Development Authority – Executive Board Meeting
- 06/15/16 7:00 a.m. Upshur County Development Authority – Executive Board Meeting -- Special Meeting
- 06/02/16 7:00 p.m. Banks District VFD
- 06/02/16 7:00 p.m. Selbyville VFD
- 06/13/16 12:00 p.m. Upshur County Family Resource Network
- 06/13/16 4:30 p.m. Upshur County Solid Waste Authority
- 06/13/16 6:00 p.m. Buckhannon-Upshur Recreational Park Advisory Board
- 07/11/16 6:00 p.m. Lewis-Upshur Community Corrections Board -- Upshur County
- 06/14/16 6:00 p.m. Buckhannon River Watershed Association
- 06/14/16 7:30 p.m. Adrian VFD
- 06/14/16 6:00 p.m. Buckhannon-Upshur Board of Health
- 06/22/16 12:00 p.m. Upshur County Senior Center Board
- 06/22/16 1:30 p.m. Upshur County Conventions & Visitors Bureau – UCDA Office
- 06/08/16 6:00 p.m. Upshur County Citizens Corp - CERT
- 06/22/16 7:30 p.m. Warren District VFD
- 06/09/16 1:00 p.m. Adrian PSD
- 06/09/16 3:00 p.m. Tennerton PSD
- 06/09/16 4:00 p.m. Upshur County Safe Sites & Structures Ordinance Board
- 06/09/16 7:30 p.m. Buckhannon VFD
- 06/09/16 4:00 p.m. Buckhannon Upshur Airport Authority–UCDA Office
- 06/16 /16 6:30 p.m. Upshur County Youth Camp Board
- 06/19/16 6:00 p.m. Washington District VFD

- 06/20/16 12:00 p.m. Buckhannon-Upshur Chamber of Commerce
- 06/21/16 4:00 p.m. Upshur County Public Library Board
- 06/21/16 10:00 a.m. Wes-Mon-Ty Resource Conservation & Development
- 06/21/16 6:30 p.m. Upshur County Fire Board
- 06/21/16 5:00 p.m. UC Enhanced Emergency Telephone Advisory Board
- 06/15/16 7:00 p.m. Ellamore VFD
- 06/15/16 12:00 p.m. Lewis Upshur LEPC --- Upshur location
- 06/22/16 7:00 a.m. Upshur County Development Authority
- 06/22/16 10:00 a.m. James W. Curry Advisory Board
- 06/23/16 4:00 p.m. Upshur County Farmland Protection Board
- 06/27/16 10:00 a.m. Mountain CAP of West Virginia, CDC
- TBA 6:00 p.m. Upshur County Fire Fighters Association

11. Appointments Needed or Upcoming:

- Upshur County Civil Service Board (Vacant Position – 12-31-16) --- Bar Association

Tabled Items

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Next Regular Meeting of the Upshur County Commission
 June 30, 2016 --- 9:00 a.m.
 Upshur County Courthouse Annex

*****ATTENTION***** The Commission meeting on Thursday, June 23, 2016 has been cancelled