

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: June 7, 2018

- 9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• May 24, 2018
- 9:05 a.m. Discuss property owned by Thomas Moates located in Warren Tax District – Tax Map 6C – Parcel Number 41 (*last extension was approved during April 5th meeting*)
- 9:15 a.m. Discuss property owned by Todd Spencer Walter Gould located in Washington Tax District – Tax Map 7J – Parcel Number 11 (*last extension was approved during April 5th meeting*)
- 9:30 a.m. Discuss property owned by Frank Kelley located in Washington Tax District – Tax Map 7J – Parcel Number 11.1 (*last extension was approved during April 5th meeting*)
- 9:45 a.m. Kristy Stewart, Incoming Literacy Volunteers Director and Rachel Strawder, AmeriCorps VISTA– Review of services offered and request for assistance in locating office space
- 10:00 a.m. Mountain Lakes Preservation Alliance – Discuss pipeline construction concerns/issues in our area and presentation of photographs of construction and trucks taken in Upshur County recently
- 3:00 p.m. Court Security Meeting

Items for Discussion / Action / Approval:

1. Correspondence from Isaiah Wooten, Upshur County FFA Vice-President, requesting a financial contribution to help facilitate the feeder calf and school farm project.*
2. Correspondence from Patricia L. Adams, Chairman of the Upshur County Republican Executive Committee, requesting use of the Courthouse Plaza on Wednesday, June 20, 2018 to celebrate West Virginia’s Birthday with cake and drinks. Ms. Adams is also requesting that the Committee be provided the use of two tables and ten chairs. A certificate of liability insurance naming the Commission as a certificate holder has been provided.*
3. Correspondence from Doug Six, Vice President of Blue Mountain, Inc. announcing the company has sold substantially all of its assets to the Thrasher Group, Inc. a WV corporation. Approval and signature of an “Assignment of Agreement” acknowledging the Aerial Photography and Orthophotography Services and License Agreement, dated March 10, 2016, with Blue Mountain Inc. will transfer to the Thrasher Group Inc. The services provided will not be changed in anyway as a result of the transaction.*

4. Approval and signature of Letter of Support for the City of Buckhannon's Abandoned Mine Lands (AML) Pilot Program Grant Application for the purpose of extending the Elizabeth J. "Binky" Poundstone River Walk.*
5. Approval and signature of "Schedule for ServiceElite Acquired from an IBM Business Partner" in the amount of \$11,995.03. This hardware and software maintenance contract period with IBM begins May 8, 2018 and ends on May 7, 2021.*
6. Approval and signature of 2018 Application and Schedule for Excess Loss Insurance with Gerber Life Insurance Company, Plan Sponsor Disclosure Statement and Contract Addenda, effective July 1, 2018 through June 30, 2019.*
7. Approval and signature of Service Agreement between EBSO, Inc. and the Upshur County Commission, effective July 1, 2018. *
8. Approval and signature of Service Agreement between MedTrak Services, LLC. and the Upshur County Commission, effective July 1, 2018. *
9. Approval and signature of Valley Business Systems Service Contract renewal for a machine located at the Upshur County Youth Camp. Annual charges would be \$180 and the terms of service would be effective June 1, 2018 through May 31, 2019. Coverage includes parts, labor, mileage, inspections and consumable supplies not excluded.*
10. Review and approval of James W. Curry Public Library and Park Operational Budget for period July 1, 2018 through June 30, 2019.*
11. Review and approval of request for the reinstatement of employment of James Lough, Jr. as a part-time case aide for the 26th Judicial Circuit Community Corrections Day Report Center Lewis County office, effective June 11, 2018. Upon approval, his rate of pay will be \$10.00 per hour and he will work up to 19.5 hours per week.*
12. Memorandum from Tabatha R. Perry, Assistant Administrator, announcing the resignation of Amanda Marteney, Buckhannon-Upshur Recreational Facility concession stand worker, effective immediately and further requesting the seasonal employment of Chloe Moran to work the concession stand. Upon approval, Ms. Moran will begin work effective June 8, 2018, at the pay wage rate of \$8.75 an hour, after completing all required documentation and submitting her food handler's card.*
13. 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 Fred Hess, CPA, Quality Control Manager, Chief Inspector Division of the Office of the State Auditor, enclosing the report on applying agreed-upon procedures of the Upshur County Magistrate Court for the period ending December 31, 2017. Report is available for public review in the Upshur County Commission Office.

2. Correspondence from Sarah A. Perkinson, on behalf of Robert Orndorff for the Atlantic Coast Pipeline, making a contribution in the amount of \$5,000 to support the Upshur County Communications Center upgrades project.
3. Correspondence from William R. Valentino, General Counsel for the WV Regional Jail and Correctional Facility Authority regarding changes to county and municipal eligibility to receive funds from the Jail Operations Partial Reimbursement Fund.
4. Upshur County Building Permits – May 2018
5. Appointments Needed or Upcoming:

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Tabled Items

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**Next Regular Meeting of the Upshur County Commission
June 21, 2018 --- 9:00 a.m.
Upshur County Courthouse Annex**

****The Commission meeting on Thursday, June 14, 2018 has been cancelled ****

****The Commission meeting on Thursday, July 5, 2018 has been cancelled ****