

Upshur County Commission Agenda

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

- 9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• July 14, 2016
- 9:15 a.m. Karen Jacobson, Randolph County Housing Authority Director – Review of Programs
- 9:30 a.m. Bid Opening and Review---Contractor Services for the Courthouse chimney repair
- 9:45 a.m. Discussion and selection of E911 Communications Center Director in Training
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
- 10:00 a.m. Potential property acquisition for the relocation of the Seventeenth Family Court Circuit in an effort to accommodate the addition of a Judge to the Twenty-Sixth Judicial Circuit Court
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

Items for Discussion / Action / Approval:

1. Review of 1094(c) and 1095(c) reporting services. Approval and signature of Renewal Amendment to Employer Mandate Reporting Services Contract for 2016 with MZQ Consulting, LLC or approval and signature of contract with Total Administrative Services Corporation for ACA Employer Reporting Services.
2. Approval and signature of EBSO Plan Sponsor Acknowledgement Regarding Responsibility for Fees Related to Patient Centered Outcome Research Institute.

3. Correspondence from James T. Farrell, Office of Emergency Management Director, regarding the recommendation made by FEMA to apply for public assistance for damage caused by the June flooding. Approval of Department of Homeland Security Federal Emergency Management Agency Request for Public Assistance and signature of WV Division of Homeland Security and Emergency Management Request for Public Assistance (State).
4. Approval and signature of Office of State Treasurer Claim Form and Instructions.
5. Approval and signature of Order of the Upshur County Commission. Enacting this order places a county option question on the November 2016 general election ballot allowing Upshur County voters to determine whether nonintoxicating beer, wine or alcoholic liquors should be sold, give, or dispensed after 10:00 a.m. on Sundays.
6. Correspondence from Tabatha R. Perry, Assistant Administrator, requesting the employment of Timothy Squires as lifeguard at the Buckhannon-Upshur Recreational Park effective July 25, 2016. Upon approval, Mr. Squires' rate of pay would be \$8.75 an hour.
7. Correspondence from Joe Fealy requesting reappointment to the Buckhannon-Upshur Parks and Recreation Advisory Board for another two year term. Upon approval, Mr. Fealy's new term will expire on June 30, 2018.
8. 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 Earl Ray Tomblin, Governor, approving a Community Corrections program grant award to the Upshur County Commission in the amount of \$180,000.
2. Correspondence from Steven D. Canterbury, WV Court Security Board Chairperson, approving a Court Security Fund Grant to the Upshur County Commission in the amount of \$26,297.
3. Correspondence from Ora L. Ash, Deputy State Auditor regarding WV Code §7-7-7a regarding spending or obligating more than 50% of a budget before the end of the calendar year.
4. Memorandum from Phil Schenk, Executive Director of WV Partnership for Elder Living, Inc. and Mary Skeens, Executive Director of CommunityWorks in WV, Inc. inviting the submission of a Letter of Interest in making our community a Model Senior Living Community. CWWV and WVPEL want to partner with three communities in WV to provide technical and monetary assistance to become model senior living communities.
5. July 13, 2013 Article – Governor Tomblin Addresses West Virginians Long-Term Flood Recovery Efforts
6. FEMA Daily Fact Sheet Day 19 – July 13, 2016

7. Upshur County Mileage Reports – June 2016

- Upshur 911
- Maintenance
- Emergency Management
- Sheriff
- Addressing and Mapping
- Community Corrections

8. Agendas and/or Notice of Meetings:

- City Council of Buckhannon July 21, 2016

9. Meeting Minutes:

- Buckhannon-Upshur Recreational Park Advisory Board March 14, 2016
- 26th Judicial Community Corrections May 9, 2016
- Upshur County Safe Structures and Sites Enforcement Board June 9, 2016

10. Meetings:

- 07/05/16 5:30 p.m. Elkins Road PSD
- 07/05/16 6:00 p.m. Hodgesville PSD
- 07/07/16 7:00 p.m. Banks District VFD
- 07/07/16 7:00 p.m. Selbyville VFD
- 07/11/16 12:00 p.m. Upshur County Family Resource Network
- 07/11/16 4:30 p.m. Upshur County Solid Waste Authority
- 07/11/16 6:00 p.m. Buckhannon-Upshur Recreational Park Advisory Board
- 07/11/16 6:00 p.m. Lewis-Upshur Community Corrections Board -- Upshur County
- 07/12/16 6:00 p.m. Buckhannon River Watershed Association
- 07/12/16 7:30 p.m. Adrian VFD
- 07/07/16 6:00 p.m. Buckhannon-Upshur Board of Health
- 07/27/16 12:00 p.m. Upshur County Senior Center Board
- 07/27/16 1:30 p.m. Upshur County Conventions & Visitors Bureau – UCDA Office
- 07/13/16 6:00 p.m. Upshur County Citizens Corp - CERT
- 07/27/16 7:30 p.m. Warren District VFD
- 07/14/16 1:00 p.m. Adrian PSD
- 07/14/16 3:00 p.m. Tennerton PSD
- 07/14/16 4:00 p.m. Upshur County Safe Sites & Structures Ordinance Board
- 07/14/16 7:30 p.m. Buckhannon VFD
- 07/14/16 4:00 p.m. Buckhannon Upshur Airport Authority–UCDA Office
- 07/21/16 6:30 p.m. Upshur County Youth Camp Board
- 07/17/16 6:00 p.m. Washington District VFD
- 07/18/16 12:00 p.m. Buckhannon-Upshur Chamber of Commerce
- 07/26/16 4:00 p.m. Upshur County Public Library Board
- 07/19/16 10:00 a.m. Wes-Mon-Ty Resource Conservation & Development
- 07/19/16 6:30 p.m. Upshur County Fire Board
- 07/19/16 5:00 p.m. UC Enhanced Emergency Telephone Advisory Board
- 07/20/16 7:00 p.m. Ellamore VFD
- 07/20/16 12:00 p.m. Lewis Upshur LEPC --- Lewis location
- 07/27/16 10:00 a.m. James W. Curry Advisory Board

- 07/28/16 4:00 p.m. Upshur County Farmland Protection Board
- TBA 6:00 p.m. Upshur County Fire Fighters Association
- 07/18/16 Corridor H Authority

11. Appointments Needed or Upcoming:

- Upshur County Civil Service Board (Vacant Position – 12-31-16) --- Bar Association
- Upshur County Enhanced Emergency Telephone Board (6-30-16-Dirk Burnside) --- Commission
- Upshur County Fire Board (Vacant Position – 6-30-19) --- Fire Association Representative
- Upshur County Fire Board (6-30-16 – Joe Malcolm) – Fire Association Representative
- Buckhannon-Upshur Parks & Recreation Advisory Board (Vacant Position – 6-30-18)- Commission
- Hodgesville Public Service District (8-5-16 – Donnie Kincaid)
- Upshur County Solid Waste Authority (6-30-16 – Robert L. Wines) Conservation District

Tabled Items

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

1. Approval and signature of correspondence to David H. Coffman, Upshur County Sheriff, regarding his budget deficit for Law Enforcement (700) and Home Confinement (705) in FY 16.

Next Regular Meeting of the Upshur County Commission
August 4, 2016 --- 9:00 a.m.
Upshur County Courthouse Annex

*****ATTENTION***** The Commission meeting on Thursday, July 28, 2016 has been cancelled

*****ATTENTION***** The Commission meeting on Thursday, August 18, 2016 has been cancelled