

Upshur County Commission Agenda

Location of Meeting: Upshur County Courthouse Annex
Date of Meeting: August 11, 2016

- 9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• August 4, 2016
- 9:15 a.m. Dr. Joseph Reed – Green bean snapping to benefit Upshur Cooperative Parish House
- 9:30 a.m. Seth Blake, Pool Director – Provide end of season report
- 9:45 a.m. Discussion of E911 Communication Center Management Matrix
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;

Items for Discussion / Action / Approval:

1. Order to approve the number of Election Officials and Election Commissioners for the November 8, 2016 General Election.
2. Order to approve the Number of Sets of Emergency Absentee Voting Commissioners for the November 8, 2016 General Election.
3. Approval and signature of Election Records as Board of Canvassers and Recount Minutes for the May 10, 2016 Primary Election.
4. Approval and signature of DEA Compliance Form for the Lewis-Upshur Animal Control Facility. This questionnaire provides Henry Schein Animal Health (HSAH) with necessary data to help satisfy the DEA

requirement and will assist HSAH in maintaining compliance for their customers and their controlled substance purchases.

5. Correspondence from Greg Harris, Maintenance Director, requesting the year round part-time employment of Michael E. Dean, effective August 21, 2016. Upon approval, Mr. Dean would continue to work up to 29 ½ hours per week, receive the same wage rate of \$9.00 per hour and would become eligible for participation in the WVPERS, but not be eligible for any other employment benefits.
6. Correspondence from Steven M. Linger, E911 Director, requesting for Kimbra Wachob to be transferred from part-time to full-time telecommunicator, effective September 1, 2016.
7. 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. Lewis County Commission public auction announcement – August 19, 2016
2. Correspondence from Nesco, Inc. providing notice of blasting activities that will be taking place from August 22, 2016 through August 23, 2017 in Meade District of Upshur County.
3. Letter of support for Model Senior Living Community
4. Upshur County Children’s Festival – September 17, 2016
5. Lewis-Upshur Animal Control Facility Cat Report – July 2016
6. Animal Control Officer Dog Report – July 2016
7. Agendas and/or Notice of Meetings:
 - Upshur-Buckhannon Health Department August 11, 2016
 - Upshur County Safe Structures and Sites Enforcement Board August 11, 2016
 - Buckhannon-Upshur Airport Authority August 11, 2016
 - Upshur County Fire Board, Inc. August 16, 2016
 - Elkins Road PSD September 6, 2016
8. Meeting Minutes:
 - Elkins Road Public Service District July 5, 2016
 - Upshur County Solid Waste Authority July 11, 2016
 - Upshur County Family Resource Network July 11, 2016
 - Elkins Road Public Service District – Special Emergency Meeting July 14, 2016
 - Upshur County Public Library July 26, 2016
9. Meetings:
 - 08/02/16 5:30 p.m. Elkins Road PSD

- 08/02/16 6:00 p.m. Hodgesville PSD
- 08/04/16 7:00 p.m. Banks District VFD
- 08/04/16 7:00 p.m. Selbyville VFD
- 08/08/16 12:00 p.m. Upshur County Family Resource Network
- 08/08/16 4:30 p.m. Upshur County Solid Waste Authority
- 08/08/16 6:00 p.m. Buckhannon-Upshur Recreational Park Advisory Board
- 08/08/16 6:00 p.m. Lewis-Upshur Community Corrections Board-Lewis County -CANCELLED
- 08/09/16 6:00 p.m. Buckhannon River Watershed Association
- 08/08/16 7:30 p.m. Adrian VFD
- 08/11/16 6:00 p.m. Buckhannon-Upshur Board of Health
- 08/16/16 12:00 p.m. Upshur County Development Authority – Annual Meeting
- 08/24/16 12:00 p.m. Upshur County Senior Center Board
- 08/24/16 1:30 p.m. Upshur County Conventions & Visitors Bureau – UCDA Office
- 08/10/16 6:00 p.m. Upshur County Citizens Corp - CERT
- 08/24/16 7:30 p.m. Warren District VFD
- 08/11/16 1:00 p.m. Adrian PSD
- 08/11/16 3:00 p.m. Tennerton PSD
- 08/11/16 4:00 p.m. Upshur County Safe Sites & Structures Ordinance Board
- 08/11/16 7:30 p.m. Buckhannon VFD
- 08/11/16 4:00 p.m. Buckhannon Upshur Airport Authority–UCDA Office
- 08/18/16 6:30 p.m. Upshur County Youth Camp Board
- 08/21/16 6:00 p.m. Washington District VFD
- 08/15/16 12:00 p.m. Buckhannon-Upshur Chamber of Commerce
- 08/23/16 4:00 p.m. Upshur County Public Library Board
- 08/16/16 10:00 a.m. Wes-Mon-Ty Resource Conservation & Development
- 08/16/16 6:30 p.m. Upshur County Fire Board
- 08/16/16 5:00 p.m. UC Enhanced Emergency Telephone Advisory Board
- 08/17/16 7:00 p.m. Ellamore VFD
- 08/17/16 12:00 p.m. Lewis Upshur LEPC --- Lewis location
- 08/24/16 10:00 a.m. James W. Curry Advisory Board
- 08/25/16 4:00 p.m. Upshur County Farmland Protection Board
- TBA 6:00 p.m. Upshur County Fire Fighters Association
- 08/22/16 10:00 a.m. Mountain CAP of West Virginia, CDC

10. Appointments Needed or Upcoming:

- 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)

Tabled Items

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1. Correspondence from Robin Keogh requesting a revision of the Lewis-Upshur Animal Control Facility Volunteer Program. Ms. Keogh requests (1) the volunteer age limit be changed from 18 years of age to 16 years of age with the stipulation that the volunteer be supervised by an adult volunteer, (2) the volunteer application be modified to address younger applicants and (3) hours for volunteering be expanded on Saturday to 9:00 a.m. to 12:00 p.m. and offer Sunday hours.

2. Discussion regarding operational hours of the public restrooms in the Chancery Street Alley.

Next Regular Meeting of the Upshur County Commission
August 25, 2016 --- 9:00 a.m.
Upshur County Courthouse Annex

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