

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: August 16, 2018

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

Approval of Minutes:

- August 9, 2018

9:15 a.m. Mike Cozad, Community Liaison – Update regarding the Atlantic Coast Pipeline timeline and project expectations

3:00 p.m. Court Security Advisory Board Meeting

Items for Discussion / Action / Approval:

1. Correspondence from Nina Monroe, Adrian Public Service District Manager, requesting approval to proceed with a project to replace undersized waterlines within its system, as well as booster station upgrades, and further extend water to approximately 166 potential customers, including the community of Pickens.
2. Correspondence from Nina Monroe, Adrian Public Service District Manager, announcing the resignation of Philip L. Petrosky from the Adrian PSD Board, effective September 30, 2018 and further requesting the appointment of Kelly Arnold to fill this unexpired term. Upon approval, Mr. Arnold's term will begin on October 1, 2018 and expire on October 31, 2021.
3. Approval and signature of Environmental Assessment Determinations and Compliance Findings for HUD-assisted Projects 24 CFR Part 58 for the Elkins Road PSD Phase III Water Extension.*
4. Approval and signature of 2018 Application and Schedule for Excess Loss Insurance with Gerber Life Insurance Company, effective July 1, 2018 through June 30, 2019.*
5. Correspondence from Software Systems, Inc. regarding changes in maintenance contract amounts. Review and approval of 2018-2019 maintenance levels. This maintenance includes program updates, telephone support and time spent performing data conversions and other on-site tasks depending upon which level is requested for each system.*
6. Correspondence from Lori Ulderich Harvey, Upshur County Family Resource Network Director, requesting permission to place a table in the Upshur County Courthouse Annex foyer during the month of September for Baby Safe Sleep Awareness Month as well as Diaper Awareness Week.*
7. Correspondence from the Children's Festival Committee regarding the upcoming 2018 Upshur County Children's Festival and requesting monetary or in-kind contributions to help facilitate this free of charge activity.*

8. Correspondence from J. Burton Hunter, III, regarding a civil complaint relative to the blockage and encroachment of an ingress/egress and 30 foot County right of way which provides access to his client's property. Mr. Hunter is requesting a meeting to develop a plan for maintenance of the road.
9. Approval of Carol J. Smith, County Clerk, entering into an agreement with the Buckhannon-Upshur High School to accept placement of two paid interns to be utilized in her office during the 2018-2019 school year, commencing August 20, 2018. Upon approval, each intern will be paid \$8.75 an hour and their combined hours will not exceed 19.5 hours per week.*
10. 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 Brian K. Cooper, PE, WV Division of Highways District 7 Engineer, inviting the Commission to an informative meeting with District 7 personnel and Central Office Management.
2. Correspondence from Nesco, Inc. providing notice of blasting activities in accordance with all State and Federal Laws and as approved by the Department of Environmental Protection commencing August 24, 2018 and continuing through August 25, 2019 from sunrise to sunset.
3. Lewis-Upshur Animal Control Facility Cat Report for the month of July 2018
4. Lewis-Upshur Animal Control Facility Adoption Financial Transactions – July 2018
5. Upshur County E911 Communication Reports --- June and July 2018
 - Monthly Call Summary Report
 - Monthly Department Summary Report
 - Monthly and YTD Wrecker Report
6. Appointments Needed or Upcoming:
 - Upshur County Public Library Board (unexpired term June 30, 2019) – Commission Appointment

Newsletters and/or Event Notifications, Agendas and/or Notices of Meetings, Meeting Minutes and Scheduled Meetings can all be found by visiting: http://www.upshurcounty.org/agenda_and_minutes/index.php

Tabled Items

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1. 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*)

Next Regular Meeting of the Upshur County Commission
August 23, 2018 --- 9:00 a.m.
Upshur County Courthouse Annex