

**Upshur County Commission
Meeting 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: September 28, 2017

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• September 21, 2017

Scheduled Appointments:

9:15 a.m. Bid Opening, presentation and Award for a new Duress Alarm System

Items for Discussion / Action / Approval:

1. Review and signature of the State of West Virginia Division of Homeland Security and Emergency Management Sub-Grant Award. The Sub-Grant period is January 1, 2016 – December 1, 2016 and is in the amount of \$44,827.00.
2. Correspondence from Tabatha Perry, Assistant County Administrator, recommending that the Commission appoint Mr. Rob Hinton to serve as the County Commission representative on the WesMonTy Resource Conservation and Development Board of Directors, effective immediately. Pursuant to the Board's bylaws, this term is for a period of two years.
3. Approval and signature of the Property Use Agreement between the Upshur County Commission and the Upshur County Youth Soccer Association, Inc. for the property known as the Wellness Complex located on Brushy Fork Road. Upon approval, this lease is for a period of three years for the sum of \$1.00 per year.
4. Review and signature of the Upshur County Fire Board, Inc. incentive for the four Tax Deputies who process Fire Fees collected in the Sheriff's office. Each Tax Deputy will be compensated with an annual \$520.00 supplement to be divided over 26 pay periods. The total cost to the Fire Board for one year is \$2,467.92. This supplement will begin with the first pay period in October and will be contingent upon an annual review in September of each year.
5. Correspondence from Lori Ulderich-Harvey, Director of the Upshur County Family Resource Network, requesting the use of space in the Courthouse Annex for the month of November to display tobacco prevention information for The Great American Smokeout which will take place on November 16, 2017. The display table the coalition will use is approximately six foot long by two foot wide and will be attended to and kept tidy by the coalition.
6. Approval and signature of correspondence to Frank Kelley regarding property located in Washington Tax District – Tax Map 7J – Parcel Number 11.1. This letter informs the property owner that the Commission will consider providing corrective action to the property if no corrective action is taken by the property owner. A reply in regards to the property is requested by October 26, 2017.

7. Approval and signature of correspondence to Todd Spencer Walter Gould regarding property located in Washington Tax District – Tax Map 7J – Parcel Number 11. This letter informs the property owner that the Commission will consider providing corrective action to the property if no corrective action is taken by the property owner. A reply in regards to the property is requested by October 26, 2017.
8. 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 April Perry, Executive Director of the Buckhannon Housing Authority denying the request of the Upshur County Addressing & Mapping Office to renumber the apartments and various buildings located within the Buckhannon Housing Authority Complex. A letter in support of changing this numbering system was sent by the Upshur County Commission dated August 17, 2017 along with letters from various other representatives in which this affects, copies of which are attached.
2. Assessor's Certificate of Compliance from Kent A. Leonhardt, Commissioner of Agriculture, regarding Dustin Zickefoose's completion of the Farm Census of 2017, satisfactorily complying with the requirements of the Farm Statistics Law and being eligible to receive compensation from the County Court according to Chapter 7, Article 7, Section 6C of the New Code of West Virginia.
3. Upshur County Sheriff's Financial Statement for Period Ending August 2017
4. Atlantic Coast Pipeline Project Updates Newsletter – September, 2017
5. Correspondence from Tanisha C. Travis, Senior Justice Programs Specialist, notifying Upshur County that they have been recommended for the Justice Assistance Grant (JAG) in the amount of \$18,000.00 for FY 2017. The Governor will be awarding the Justice Assistance (JAG) Grant sometime in October.
6. USDA Forest Service Draft Decision Notice and Finding of No Significant Impact for authorization of a special use permit to Columbia Gas Transmission, LLC for the use of National Forest System land to construct, operate, maintain, and eventually decommission a natural gas transmission pipeline in the Monongahela National Forest.
7. Appointments Needed or Upcoming:
 - Wes-Mon-Ty Resource Conservation & Development Council (2 year term) – Commission Representative
 - Upshur County Fire Board (Community Representative – 3rd District) – June 30, 2017

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

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

1. US Census Bureau local updated census address project

Next Regular Meeting of the Upshur County Commission
October 5, 2017 --- 9:00 a.m.
Upshur County Courthouse Annex