

Upshur County Commission Agenda

Location of Meeting: Upshur County Courthouse Annex
Date of Meeting: September 29, 2016

- 9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• September 22, 2016
- 9:15 a.m. Sandy Bennett, WV Association of Retired School Employees President – Presentation of Proclamation for WV and Upshur County Association of Retired School Employees Week, September 29th through October 1st
- 9:30 a.m. Discussion regarding current and future vacant employment positions
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*
- 9:45 a.m. Discuss Buckhannon–Upshur Parks and Recreation Pool fees for 2017 season, fiscal years 2017 and 2018
- 11:00 a.m. City of Buckhannon Mayor, David McCauley on behalf of the Buckhannon Bicentennial Planning Committee – Discuss planting of sycamore tree at Pringle Tree Park

Reading and signature of Proclamation Designating September 30, 2016 as Buckhannon Day

Items for Discussion / Action / Approval:

1. Approval and Signature of 2016 – 14th Grant Cycle WV Courthouse Facilities Improvement Authority Application for Funding Assistance in the amount of \$125,000. The maximum grant award is \$100,000 with a 20% match. The project consists of making renovations to the Circuit Courtroom in an effort to bring the Courtroom into compliance with the Americans with Disabilities Act Standards.
2. Correspondence from Bill Appleby, FEMA Project Specialist regarding WV highway damages occurred in disaster 4273 in Upshur County. These highways are owned and maintained by the WV Department of Highways, and therefore, the damages will be considered under the application to WV Department of Highways. Approval and signature of Notification of Withdrawal of Request for Public Assistance due to no eligible damages.
3. Approval of 2016 Application and Schedule for Excess Loss Insurance with Gerber Life Insurance Company, effective July 1, 2016 through June 30, 2017.
4. Approval of Press Release regarding the “Brunch Bill” and two excess levies that will appear on the General Election Ballot in November 2016.

5. Correspondence from Terry N. Gould, Hodgesville PSD Manager, requesting the appointment of Howard J. Cutright to the Hodgesville PSD Board, effective August 5, 2016. Upon approval, Mr. Cutright's term would expire on August 5, 2022.
6. Approval and signature of letter to Wendy Higgins and Rhonda Surette providing notice of termination of lease agreement for office space situate at 91 West Main Street, effective December 31, 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. Advisory Memorandum from Lisa A. Hopkins, State Auditor, regarding the publication of financial statements.
2. SUBA guest speaker event – Nicholas Cutright of Heavner-Cutright Funeral Home – October 5th at 7:00 p.m. at the Banks District Civic Center
3. Anytime Fitness Flyer – Join for \$1 through September 30, 2016
4. Lewis-Upshur Animal Control Facility – Adoption Financial Transactions – August 2016
5. Agendas and/or Notice of Meetings:
 - Mountain Lakes Preservation Alliance September 29, 2016
 - Elkins Road PSD October 4, 2016
6. Meeting Minutes:
 - Upshur Citizen Corp Council Minutes August 10, 2016
 - Upshur County Fire Board August 16, 2016
7. Meetings:
 - 10/04/16 5:30 p.m. Elkins Road PSD
 - 10/04/16 6:00 p.m. Hodgesville PSD
 - 10/06/16 7:00 p.m. Banks District VFD
 - 10/06/16 7:00 p.m. Selbyville VFD
 - 10/10/16 12:00 p.m. Upshur County Family Resource Network – Cancelled
 - 10/03/16 12:00 p.m. Upshur County Family Resource Network – Special Meeting
 - 10/10/16 4:30 p.m. Upshur County Solid Waste Authority
 - 10/10/16 6:00 p.m. Buckhannon-Upshur Recreational Park Advisory Board –Cancelled
 - 10/17/16 6:00 p.m. Buckhannon-Upshur Recreational Park Advisory Board – Special Meeting
 - 10/10/16 6:00 p.m. Lewis-Upshur Community Corrections Board-Upshur County
 - 10/11/16 6:00 p.m. Buckhannon River Watershed Association
 - 10/11/16 7:30 p.m. Adrian VFD
 - TBA 6:00 p.m. Buckhannon-Upshur Board of Health
 - 10/19/16 7:00 a.m. Upshur County Development Authority
 - 10/05/16 7:00 a.m. Upshur County Development Authority – Executive Board

- 10/12/16 12:00 p.m. Upshur County Senior Center Board
- 10/26/16 1:30 p.m. Upshur County Conventions & Visitors Bureau – UCDA Office
- 10/12/16 6:00 p.m. Upshur County Citizens Corp - CERT
- 10/12/16 7:30 p.m. Warren District VFD
- 10/13/16 1:00 p.m. Adrian PSD
- 10/13/16 3:00 p.m. Tennerton PSD
- 10/13/16 4:00 p.m. Upshur County Safe Sites & Structures Ordinance Board
- 10/13/16 7:30 p.m. Buckhannon VFD
- 10/13/16 4:00 p.m. Buckhannon Upshur Airport Authority–UCDA Office
- 10/20/16 6:30 p.m. Upshur County Youth Camp Board
- 10/16/16 6:00 p.m. Washington District VFD
- 10/17/16 12:00 p.m. Buckhannon-Upshur Chamber of Commerce
- 10/18/16 4:00 p.m. Upshur County Public Library Board
- 10/18/16 10:00 a.m. Wes-Mon-Ty Resource Conservation & Development
- 10/18/16 6:30 p.m. Upshur County Fire Board
- 10/18/16 5:00 p.m. UC Enhanced Emergency Telephone Advisory Board
- 10/12/16 7:00 p.m. Ellamore VFD
- 10/19/16 12:00 p.m. Lewis Upshur LEPC --- Upshur location
- 10/26/16 10:00 a.m. James W. Curry Advisory Board
- 10/27/16 4:00 p.m. Upshur County Farmland Protection Board – Cancelled
- 10/24/16 4:00 p.m. Upshur County Farmland Protection Board – Special Meeting
- 10/31/16 6:00 p.m. Upshur County Fire Fighters Association
- 10/24/16 10:00 a.m. Mountain CAP of West Virginia, CDC

8. Appointments Needed or Upcoming:

- 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. Review and discuss US Cellular services for local government.
3. Approval and adoption of Updated Procedures to Dispatch Wrecker Services.

**Next Regular Meeting of the Upshur County Commission
October 6, 2016 --- 9:00 a.m.
Upshur County Courthouse Annex**