Upshur County Commission
Agenda

Location of Meeting: Upshur County Courthouse Annex
Date of Meeting: September 27, 2018

9:00 a.m.  Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
  • September 20, 2018

9:05 a.m.  Craig Presar, WVU Extension Service Agent, on behalf of the Community Educational Outreach Services (CEOS) – Presentation of Proclamation for WV Breast Cancer Awareness Day (October 1, 2018) and Breast Cancer Awareness Month (October 2018)

10:00 a.m.  Brian Shreves, UCHSEM Director – WENS Notification System Webinar at the Office of Emergency Management

11:00 a.m.  Doyle Cutright, E-911 Communication Center Director and representatives from Mindshare Radio– Presentation of E-911 Center upgrade options at the Emergency Operations Center

Items for Discussion / Action / Approval:

1. Approval and signature of an Order closing an unused paper alley located between parcels of land that High Point Construction and Mr. & Mrs. Michael DeRico own in Buckhannon District of Upshur County, West Virginia in accordance with WV Code §7-1-3h.*

2. Approval and signature of Agreement between the Upshur County Commission and Micrologic for the replacement and expansion of a portion of the Upshur County Courthouse and Annex surveillance system and supporting equipment in the amount of twelve thousand four hundred sixty three dollars ($12,463). The purchase of this equipment will be made using Court Security Grant funds awarded through the WV Division of Justice and Community Services.*

3. Review suggested revisions to the Upshur County Ordinance Imposing an Occupancy Tax on Hotels Located in Upshur County, WV, Which Are Not Located within the Corporation Limits of the City of Buckhannon, previously adopted on August 9, 2001 and amended on November 29, 2007. Upon consideration, set dates for public hearings.*

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 Cheyenne Troxell, 26th Judicial Circuit Community Corrections Day Report Center Program Director, requesting financial assistance in the amount of $6,720 in addition to the regular cash match of grant funds. The funding would be used to compensate two part-time interns from WWWW working up to 16 hours per week for 12 weeks to help fill a void during two full-time staff members’ absence which was previously approved by the Upshur County Commission.*
6. 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. Review Freedom of Information Act request received from Michael J. Farrell with Farrell, White & Legg, PLLC requesting information concerning or relating to the amount of asphalt paving laydown work that has been performed in WV.  

2. Correspondence from Jarrod Dean, Putnam County Parks and Recreation Executive Director announcing the 2018 WV Recreation & Parks Association Conference at the Valley Park Conference Center in Putnam County. The conference will take place October 16th through 18th.  

3. Assessor’s Certificate of Compliance from Kent A. Leonhardt, Commissioner of Agriculture, regarding Dustin Zickefoose’s completion of the Farm Census of 2018, 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.  

4. Correspondence from Carrie L. Wallace, County Administrator, to Dorothy Rowan, regarding her property located in Union Tax District, Tax Map 9E, Parcel Number 22.8.  

5. Upshur County Sheriff’s Financial Statement for period ending August 2018  

6. Upshur County E911 Communication Reports --- August 2018
   - Monthly Call Summary Report
   - Monthly Department Summary Report
   - Monthly and YTD Wrecker Report

7. Upshur County Mileage Reports – August 2018
   - Upshur 911
   - Maintenance
   - Emergency Management
   - Sheriff
   - Addressing and Mapping
   - Community Corrections
   - Dog Pound

8. Newsletters and/or Event Notifications:
   - American Heart CPR/AED Class sponsored by the Upshur County Citizens Corp on October 4th from 6 to 10 p.m. at the Office of Emergency Management
   - Emergency Preparedness / Response Forum and potluck – October 12th at 6 p.m. at the Presbyterian Church located on 13 South Locust Street
   - Upshur County Employee & Dependent Flu Clinic – October 25th from 1 p.m. to 4 p.m.
9. Agendas and/or Notice of Meetings:
   - City Council of Buckhannon-Special Town Hall Meeting  
     October 2, 2018

10. Meeting Minutes:
    - Upshur County Public Library Board  
      August 21, 2018
    - Upshur County Fire Board  
      August 21, 2018

11. Meetings:
    - 10/02/18  5:30 p.m.  Elkins Road PSD
    - 10/02/18  4:00 p.m.  Hodgesville PSD
    - 10/04/18  7:00 p.m.  Banks District VFD
    - 10/04/18  7:00 p.m.  Selbyville VFD
    - 10/08/18  12:00 p.m. Upshur County Family Resource Network
    - 10/08/18  4:30 p.m.  Upshur County Solid Waste Authority
    - 10/08/18  5:30 p.m.  Buckhannon-Upshur Recreational Park Advisory Board
    - 10/08/18  6:00 p.m.  Lewis-Upshur Community Corrections Board-Lewis County
    - 10/09/18  7:30 p.m.  Adrian VFD
    - 09/27/18  6:00 p.m.  Buckhannon-Upshur Board of Health
    - 10/17/18  7:00 a.m.  Upshur County Development Authority – Executive Board
    - 10/10/18  12:00 p.m. Upshur County Senior Center Board
    - 10/11/18  3:00 p.m.  Upshur County Conventions & Visitors Bureau
    - 10/10/18  6:00 p.m.  Upshur County Citizens Corp – CERT
    - 10/10/18  7:30 p.m.  Warren District VFD
    - 10/11/18  10:00 a.m. Adrian PSD
    - 10/10/18  3:00 p.m.  Tennerton PSD
    - 10/11/18  4:00 p.m.  Upshur County Safe Sites & Structures Enforcement Board
    - 10/11/18  7:30 p.m.  Buckhannon VFD
    - 10/11/18  4:00 p.m.  Buckhannon Upshur Airport Authority
    - 10/18/18  6:30 p.m.  Upshur County Youth Camp Board – Selbyville
    - 10/21/18  6:00 p.m.  Washington District VFD
    - 10/15/18  12:00 p.m. Buckhannon-Upshur Chamber of Commerce
    - 10/16/18  4:00 p.m.  Upshur County Public Library Board
    - 10/23/18  10:00 a.m. Wes-Mon-Ty Resource Conservation & Development Council
    - 10/16/18  6:30 p.m.  Upshur County Fire Board, Inc.
    - 10/16/18  5:00 p.m.  UC Enhanced Emergency Telephone Advisory Board
    - 10/10/18  7:00 p.m.  Ellamore VFD
    - 10/17/18  12:00 p.m. Lewis Upshur LEPC --- Upshur location
    - 10/18/18  2:00 p.m.  Upshur County Farmland Protection Board
    - 10/24/18  10:00 a.m. James W. Curry Advisory Board
    - 10/22/18  6:00 p.m.  Upshur County Fire Fighters Association
    - 10/10/18  7:00 p.m.  Buckhannon River Watershed Association - Board of Directors
    - 10/22/18  12:00 p.m. Region VII Planning & Development Council
    - 10/22/18  10:00 a.m. Mountain CAP of WV, Inc. a CDC

12. Appointments Needed or Upcoming:
    - Upshur County Public Library Board (unexpired term June 30, 2019) – Commission Appointment
Tabled Items
(Certain Items May Require Discussion, Action and/or Approval by the Commission)

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
October 4, 2018 — 9:00 a.m.
Upshur County Courthouse Annex
PROCLAMATION

West Virginia Breast Cancer Awareness Day and Breast Cancer Awareness Month

In 2018, an estimated 1,450 West Virginia women will be diagnosed with breast cancer and approximately 285 women will die from the disease. Breast cancer continues to be a leading cause of cancer related deaths among WV women. A woman has about a 1 in 8 chance (12%) chance of developing breast cancer in her lifetime and about a 1 in 38 chance (2.6%) chance of dying from the disease.

Currently, the best method to reduce deaths due to breast cancer is through early detection of the disease. Women age 50 and older should have a mammogram every year. Women ages 40-49 should talk with their health care provider about their screening schedule. Clinical breast exams by a physician or nurse are recommended every three years for women in their 20s and 30s and every year for women 40 and over. Breast self-exam (BSE) is an option for women starting in their 20s. Women should be told about the benefits and limitations of BSE.

Clinical breast exams, breast self-exams, and mammograms can save lives. Women should talk to their health care provider about their individual screening schedule.

In recognition of the important lifesaving early detection practices available for breast cancer, we the Commissioners of Upshur County, do hereby proclaim October 1, 2018, as West Virginia Breast Cancer Awareness Day and October 2018 as Breast Cancer Awareness Month. We urge all Upshur County women to become aware that they are at risk for developing breast cancer and to discuss screening with their health care providers.

Terry Cutright

Sam Nolte, President

Troy Brady III

Date
Order of the County Commission of Upshur County, West Virginia
Effective Date of Order: September 20, 2018

Closure of an Unused Alley Located to the South of Route 20, North of Jackson Street, East of Tennerton Drive and West of Tallmansville Road in the Community of Tennerton in Buckhannon District of Upshur County, West Virginia

In accordance with the Code of West Virginia, in particular Chapter 7, Article 1, Section 3h (7-1-3h), the County Commission of Upshur County, West Virginia conducted a public hearing to consider evidence related to the request for closure of an unused alley located to the South of Route 20, North of Jackson Street, East of Tennerton Drive and West of Tallmansville Road in the Community of Tennerton in Buckhannon District. Samuel R. Nolte, President, called the meeting to order and reviewed the following for all parties in attendance, copies of which are included for reference and are to be considered as exhibits attached to this Order:

- Application from Tim Shaw, on behalf of High Point Construction Group, LLC, dated August 27, 2018 and approved on August 30, 2018, in which he request the Commission to close the alley in question (Exhibit A)
- Copy of Tax Map 2 in which the property owned by High Point Construction Group, LLC, designated as Parcels 2/45, 2/46, 2/50, 2/50.1 and 2/50.2, and property owned by Michael G. DeRico and Mary B. DeRico, designated as Parcel 2/49, abuts or surrounds the alley in question (Exhibit B)
- Aerial photo of the Tax Map’s referenced above (Exhibit C)
- Copy of Deed (Book 422 Page 732) which reflects the purchase of Parcels 2/45, 2/46, 2/50, 2/50.1 and 2/50.2 mentioned above by High Point Construction Group, LLC (Exhibit D)
- Copy of Deed (Book 500 Page 532) which reflects the purchase of Parcel 2/49 mentioned above by Michael G. DeRico and Mary B. DeRico (Exhibit E)
- Copy of the Public Notice as prepared and published by Tim Shaw, on behalf of High Point Construction Group, LLC, and Copy of the Affidavit of Publication from the Record Delta Newspaper (Exhibit F)
- Correspondence from Jeremy M. Hoard, First Community Bank Market President, waiving the Bank’s right to be served with respect to the public hearing (Exhibit G)

Samuel R. Nolte, President, welcomed Mr. Shaw and asked if he had any additional information to provide for the hearing. Mr. Shaw reviewed the information above, advised that First Community Bank holds a lien on the property owned by High Point Construction Group, LLC and explained that the refinancing of the lien initiated his request for the alley closure. Mr. DeRico appeared before the Commission to request that he and Mrs. DeRico and High Point Construction, LLC split ownership of the alley between their properties (approximately 6 feet by 100 feet each). Carrie Wallace, County Administrator, acknowledged that High Point Construction, LLC had not officially served the lien holder, First Community Bank, or the adjacent property owner, Mr. and Mrs. DeRico, with the notice of the hearing and advised that Mr. DeRico’s appearance and a letter from First Community Bank would suffice for meeting the requirement of WV Code 7-1-3h.
Upon consideration, the Commission concludes and finds that the use and rights of no person will be impaired or lost by the closing of the alley in question. Therefore, the Commission determines that it is in the best interest to grant or approve such request and does hereby adjudge and order that:

- said alley be closed as per the requirements of the controlling statute;
- the applicant, High Point Construction Group, LLC become the owner of the property, with the exception of approximately 6 feet by 100 feet of the property that abuts Michael G. DeRico and Mary B. DeRico’s Parcel;
- Mr. Michael G. DeRico and Mary B. DeRico become the owners of the property that abuts their Parcel, approximately 6 feet by 100 feet;
- the applicant enter and pay any related fees to record this Order in the Office of the Upshur County Clerk;
- the applicant take any other appropriate action for preparation and recording of any and all other necessary documents to reflect ownership of the property in question, including paying any fees associated with obtaining a certified survey for both of the properties which shall be recorded with and considered part of this Order as Exhibit H.

This Order is to become effective upon passage, which was September 20, 2018. Given under our hand and seal this ____ day of ________________, _____.

__________________________________________  ________________________________
Samuel R. Nolte, President                    Troy A. Brady III, Commissioner

__________________________________________
Terry B. Cutright, Commissioner

SEAL:                                         ATTEST:

__________________________________________
Carol J. Smith, Clerk of the Commission
Agreement Between Owner and Contractor
On the Basis of a Stipulated Price

Date ____________________

THIS AGREEMENT is by and between the County Commission of Upshur County, West Virginia ("OWNER") and Micrologic ("CONTRACTOR") for the replacement and expansion of a portion of the Upshur County Courthouse and Annex surveillance system and supporting equipment. Owner and Contractor, in consideration of the mutual covenants hereinafter set forth, agree as follows:

Section 1 – Work

Contractor shall complete all work as specified or indicated in written or oral form, which will include at least the following items:

1. Removal of eight (8) security cameras from each landing within the stairwells of the Courthouse Annex.
2. Replacement of the above referenced security cameras with eight (8) new high-definition 3mp 2.8 mm IR dome cameras.
3. Install two (2) new 3mp 2.8 mm IR dome cameras in the foyer of the Courthouse Annex.
4. Install one (1) new 3mp 2.8 mm IR dome camera in the foyer of the Courthouse.
5. Install one (1) new 3mp IR bullet camera on the outside of the Annex/Sheriff’s Dept. positioned to view the Probation Office main entry door.
6. Install one (1) new 3mp IR fisheye camera above the Probation Office door to view as much of the entry as possible.
7. Install new monitor and PC with software to allow the Probation Office to view and playback video surveillance and view live camera footage on the security camera IT network while (separate from the Supreme Court and the Courthouse IT networks).
8. Remove existing outdoor analog fisheye cameras located at the public restrooms and replace with two (2) new IP fisheye units.
9. This entire expansion shall be added to the camera systems IT network (separate from the Supreme Court and the Courthouse IT networks). All cameras shall be connected to the NVR’s in the Sheriff’s Department and E-911 Communications Center.
10. The Sheriff’s Department and E-911 Communication Center are both responsible for viewing all surveillance cameras; therefore, all views must be available in both locations. If additional monitors or equipment are needed, quotes for such shall be provided to the office of the Upshur County Commission within two weeks.
11. All new drops will be pulled from camera locations to specified NVR’s. Video will be backhauled to the Sheriff’s office and sent via wireless connection to the E911 Center and viewed on existing monitors. All wiring must be concealed within the walls or conduit to customer’s satisfaction.

Section 2 – Time Period for Project Completion

Flexible scheduling that is able to coordinate with the Probation Office schedule and adequate staff to ensure that the installation is complete within a maximum of twenty (20) working days is required. Installation dates shall be coordinated in advance. Monitors and/or cameras shall not be out of working
order for more than one (1) hour. The project shall be complete and in working order no later than October 31, 2018.

Section 3 – Required Documentation from Contractor

Contractor shall furnish any and all requested and/or required documentation, including but not limited to the following:

- Certificate of Insurance - at least $1,000,000 liability limit with Upshur County Commission named as an additional insured
- Certificate of Coverage of Workers’ Compensation or Approved Waiver
- Business License
- Contractor’s License
- Proof that all municipal business and occupation taxes levied or accrued against the contractor have been paid and a certificate of good standing from the Tax Commissioner are required before the final payment will be made, pursuant to WV Code §11-10-11(d).
- Any Additional Documentation as Required by the Owner

Section 4 – Sub-Contractor Restriction

Contractor shall not employ any sub-contractor to complete any work for any portion of this project without expressed written approval from the Owner.

Section 5 – Bid Price for Project

Owner shall pay the Contractor upon completion of work no more than the sum of twelve thousand four hundred sixty three dollars ($12,463).

Section 6 – Payment Procedures

Contractor shall submit an Application for Payment or an Invoice for Payment to the Owner once the project is complete and all systems are in working order. Owner shall have thirty (30) days from the date the invoice is received to issue payment, less any disputed charges. Preferred method of payment is VISA credit card.

Section 7 – Contractor’s Representations

By signature on this agreement the undersigned representative of the Contractor makes the following representations:

1) Contractor has examined and studied any documentation related to the scope of work for this project as outlined in Section 1 of this agreement. Such documentation is sufficient to indicate and convey understanding for performance and furnishing of the work.
2) Contractor has visited the sites and/or is familiar with and is satisfied as to the general or local site conditions that may affect cost, process and performance of the work.
3) Contractor has quoted equipment with current technological capabilities that will support possible expansion of the security system in the future.
4) Contractor agrees that compliance with any federal, state, and/or local law and/or regulation is their sole responsibility and not the responsibility of the Owner.
5) Contractor does not consider that any further examinations, investigations, tests, studies, or data are necessary for the performance of this work at the stated contract price, within the contract time period, and in accordance with any other terms and conditions so stated.

Section 8 – Miscellaneous

Successors and Assigns:
Owner and Contractor each binds itself, its partners, successors, assigns and legal representatives to the other party hereto, its partners, successors, assigns and legal representatives in respect to all covenants, agreements, and obligations contained herein.

Severability:
Any provision or part of this agreement held to be void or unenforceable under any law or regulation shall be deemed stricken and all remaining provisions shall continue to be valid and binding upon Owner and Contractor.

This Agreement will be effective on the    day of ______________, 2018.

OWNER:
County Commission of Upshur County

By: __________________________
Name: ________________________
Title: _________________________

Attest: ________________________

Address for Giving Notices:
Office of the Upshur County Commission
91 W. Main St, Suite 101
Buckhannon, WV 26201
Telephone: 304 / 472.0535
Facsimile: 304 / 473.2802

CONTRACTOR:

By: __________________________
Name: ________________________
Title: _________________________

Attest: ________________________

Address for Giving Notices:

Telephone: ____________________
Facsimile: ____________________
In the County Commission of Upshur County, West Virginia

As Authorized Pursuant To Chapter 7, Article 18, Section 1, et. seq., As Amended, Of The West Virginia Code, An Ordinance Imposing An Occupancy Tax On Hotels Located In Upshur County, West Virginia, Which Are Not Located Within The Corporation Limits Of The City Of Buckhannon

After providing for proper, adequate public review and comment, upon a duly made motion and second, the County Commission of Upshur County, West Virginia, does hereby order, adjudge and decree that a county hotel occupancy tax is hereby imposed upon all hotel rooms located within Upshur County, West Virginia, excluding any hotel rooms located within the corporation limits of the City of Buckhannon. The County Commission of Upshur County does further order that the rate collected will be in accordance with the West Virginia Code, in particular Chapter 7, Article 18, Section 2 of said statutes, which, as of the effective date at the original adoption of this ordinance, was three percent (3%) of the consideration paid for the use or occupancy of the hotel room.

After providing for proper, adequate public review and comment, upon a duly made motion and second, the County Commission of Upshur County, West Virginia, does hereby order, adjudge and decree that the county hotel occupancy tax hereby imposed and authorized is six percent (6%) of the consideration paid for the use or occupancy of the hotel room.

Such tax shall be collected, remitted and expended as required by the West Virginia Code, in particular Chapter 7, Article 18 of said statutes. The County Commission of Upshur County, West Virginia does hereby enact, adopt and import by reference herein the terms, conditions and definitions of Chapter 7, Article 18, Section 1, et. seq. of the West Virginia Code.

The County Commission of Upshur County does hereby order that this ordinance shall take effect and will be effective on the 1st day of September 2001. As per the order of The County Commission of Upshur County, said amendment to the ordinance that increases the hotel occupancy tax from three percent (3%) to six percent (6%) shall take effect and will be effective on the 1st day of January 2008. All owners or operators of hotels, as outlined and defined in Chapter 7, Article 18 of the West Virginia Code, shall collect the three percent (3%), with said occupancy tax increasing to six percent (6%) as of January 1, 2008, and remit the same to the County Commission of Upshur County on a monthly basis on or before the 15th day of the calendar month succeeding the month in which the tax accrued to the following address:

Office of Upshur County Commission
Upshur County Administrative Annex
Attn: County Administrator
91 West Main Street – Suite 101
Buckhannon, West Virginia 26201

If any section, paragraph, sentence, clause and/or phrase of this ordinance shall be declared invalid
for any reason whatsoever, such decision shall not affect the remaining portions of this ordinance which shall remain in full force and effect and for this purpose the provisions of this ordinance are hereby declared to be severable.

Passed on First Reading this the 26th day of July 2001.
Passed on Second Reading this the 2nd day of August 2001.
Passed on Third & Final Reading this the 9th day of August 2001.
Effective date will be as outlined in said ordinance, which will be the 1st day of September 2001.
Donnie R. Tenney, President
County Commission of Upshur County
Stephen P. Abel, Commissioner
County Commission of Upshur County
Kenneth T. Davidson, Commissioner
County Commission of Upshur County

Amended Ordinance Passed on First Reading this the 8th day of November 2007.
Amended Ordinance Passed on Second Reading this the 15th day of November 2007.
Amended Ordinance Passed on Third & Final Reading this the 29th day of November 2007.
Effective date will be as outlined in said ordinance, which will be the 1st day of January, 2008.
Donnie R. Tenney, President
County Commission of Upshur County
Creed G. Fletcher, Commissioner
County Commission of Upshur County
Eugene C. Suder, Commissioner
County Commission of Upshur County

Passed on First Reading this the ______ day of ______ 2018.
Passed on Second Reading this the ______ day of ______ 2018.
Passed on Third & Final Reading this the ______ day of ______ 2018.
Effective date will be as outlined in said ordinance, which will be the ______ day of ______ 2018.

__________________________  ________________________________
Samuel R. Nolte, President   Terry B. Cutright, Commissioner

__________________
Troy A., Brady, III, Commissioner

ATTEST:

__________________________
Carol J. Smith, Clerk for the
County Commission of Upshur County
Notice of Public Hearing by the Upshur County Commission

The Upshur County Commission ("Commission") has scheduled three readings on an amendment to the ordinance imposing an occupancy tax on hotels located in Upshur County, which are not located within the corporation limits of the City of Buckhannon. Said amendment, if adopted, shall clarify the remittance due date of this tax and update the remittance address with an effective date as of January 01, 2019. The schedule for the readings or reviews is as follows:

- First Reading or Review  9:05 a.m.  Thursday  October 11, 2018
- Second Reading or Review  9:05 a.m.  Thursday  October 18, 2018
- Adoption  9:05 a.m.  Thursday  November 1, 2018

Parties in interest may appear before the Upshur County Commission (the "Commission") and may be heard as to whether the following described Ordinance adopted by the Commission shall be revised as recommended.

AN ORDINANCE IMPOSING AN OCCUPANCY TAX ON HOTELS LOCATED IN UPSHUR COUNTY, WEST VIRGINIA, WHICH ARE NOT LOCATED WITHIN THE CORPORATION LIMITS OF THE CITY OF BUCKHANNON

A copy of the Ordinance is on file for review by interested persons during regular office hours in the office of the County Administrator of Upshur County, West Virginia, 91 West Main Street, Suite 101, Buckhannon, West Virginia.

Published at the direction of the Upshur County Commission, on October 3, 2018 and October 10, 2018.

Samuel R. Nolte, President
Upshur County Commission
91 West Main Street, Suite 101
Buckhannon, WV 26201

At the September meeting of the Upshur County Fire Board, Inc., an incentive was approved for the four Tax Deputies who process Fire Fees collected in the Sheriff’s office. The Fire Board has agreed to compensate each Tax Deputy (Lesa Lipscomb, Natalie Nicholson, Sharon Hosaflourk, and Laura Page) 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 and includes 11% retirement and 7.65% social security/fed-med.

The increase will begin with the first pay period in October and will be contingent on an annual review of the Board, Sheriff, and Commission in September of each year. In the event a new (5th) Tax Deputy is hired the Board will consider the new employee at the next annual review. If an employee leaves and is replaced, the incentive will transfer to the replacement employee.

Cc: Upshur County Sheriff

[Signatures]

President, Upshur County Fire Board

Fire Board Member

Upshur County Sheriff

President, Upshur County Commission
September 25, 2018

Upshur County Commission
91 West Main Street
Suite 101
Buckhannon, WV 26201

Dear Commissioners,

The 26th Judicial Circuit Day Report Center is requesting financial assistance in addition to our regular cash match funds. Our office is currently suffering from a hardship due to being short two full-time staff members. In order to help fill this void in their absence we recently hired two part-time interns from WVWC, each can work up to 16 hours per week and will be employed for 12 weeks. The total cost for these part-time positions is $6,720.00 as they are paid the current minimum wage. Our office would greatly accept any help the Commission would be willing to offer, our program is very important to our community and we want to be able to continue to provide the best service possible.

Sincerely,

Cheyenne Troxell
Program Director
Upshur County Commission
91 West Main Street, Ste 101
Buckhannon, WV 26201

Re: **Freedom of Information Act (FOIA) Request**


In the Circuit Court of Kanawha County, West Virginia

**BUSINESS COURT DIVISION** - Civil Action No. 17-C-41

Dear Commissioners:

Pursuant to the West Virginia Freedom of Information Act, West Virginia Code § 29B-1-1, et seq., please provide the undersigned with copies of all publicly available information concerning or relating to the amount of asphalt paving laydown work in West Virginia performed by: (a) city/county employees; (b) private contractors pursuant to a contract awarded by the West Virginia Department of Transportation, Division of Highways; (c) private contractors pursuant to a contract awarded by the city/county; and/or (d) private contractors pursuant to a contract awarded by a private entity.

Please forward the requested information to the attention of my legal assistant, Beverly Morrison, by facsimile (304-781-1873), e-mail (bgm@farrell3.com) or at the office address identified above. Please provide an invoice with the information requested and we will tender appropriate reimbursement.

If you have questions, please do not hesitate to contact me. Thank you for your attention to this matter.

Very truly yours,

/s/ Michael J. Farrell

Michael J. Farrell

MJF/bgm

---

1 Admitted in West Virginia 2 Admitted in Ohio 3 Admitted in Kentucky
Dear County Commission,

My name is Jarrod Dean, Executive Director for Putnam County Parks and Recreation. I am so excited to announce to you that we are hosting the 2018 West Virginia Recreation & Parks Association Conference this year at the new Valley Park Conference Center in Putnam County's city of Hurricane. I would like to personally invite you to come and be a part of this conference on October 16th-18th. We have a packed schedule full of events that are both educational and fun. We will be offering a variety of exciting seminar discussions, including economic development in your parks, marketing and event management, social media management, sports management, playground development, your local county commission support, park layout, and maintenance/beautification management.

We also have a special keynote guest coming to speak at the conference. Brian Flaherty is a WVRPA alumni, current professor, and director of parks in Waterford, Connecticut. He brings his love of West Virginia, and his passion of parks and recreation, mixed with his wit and sense of humor. We will kick off this year's conference with a golf tournament at Sleepy Hollow Golf Course. Those not participating in the tournament will get a chance to take a tour through the Greater Huntington Parks and Recreation system. We are looking to bring excitement to the association in general, with hopes of providing you with many ideas and tools, like economic development, marketing and event education to take back to your parks and community. I truly look forward to meeting each and every one of you and building a great relationship and collaborate on how we all can REC our communities.

Sincerely,

Jarrod Dean, Executive Director
Putnam County Parks and Recreation
West Virginia Recreation & Park Association Welcomes You

46th Annual Conference

WVRPA

REC

YOUR COMMUNITY

OCTOBER 16-18, 2018

Putnam County Valley Park
Hurricane, WV
Tuesday October 16th

Golf Tournament at Sleepy Hollow Golf Club ~ 11:00 a.m.
Tour Greater Huntington Parks and Recreation ~ 12:00 p.m.
Vendor set-up for conference (Anytime)
Party on the Patio at Fireside Restaurant 6:00 pm

Wednesday October 17th

Breakfast & Registration 7:00 a.m. – 8:30 a.m.
Introductions

Morning Session
8:35 a.m. – 9:35 a.m.
Opening General Session
Keynote Speaker – Brian Flaherty, Watertown, CT
9:45 a.m. - 10:30 a.m.
Shane Springer – US Communities
“How USC can save P&R Directors their budgets”
10:40 a.m. – 11:30 a.m.
Putnam County Commission President, Andy Skidmore
GAI Consultants – David Gilmore
“How government can help” & “Designing your space”
11:35 a.m. – 12:15 p.m.
Ashley Stinnett – Marketing Director, Sleepy Hollow Golf Club
“Getting out there”

12:15 p.m. – 1:15 p.m.
“Lunch with Exhibitors” GAI
Wednesday October 17th

Afternoon Session
1:20 p.m. – 2:05 p.m.
Dr. Eric J. Tarr – WV Senate Candidate, Entrepreneur
“Invest in Community Development and Relationships”

2:15 p.m. – 3:00 p.m.
Jason Kovanik – Cunningham Recreation
“CEU – ADA Compliance”

3:10 p.m. – 3:50 p.m.
Josh Hartley - GameTime
“CEU – Inclusion at play”

4:00 p.m. – 4:45 p.m.
Eddie LaRocque – Playground Guardian
“Playground Safety Inspections and Maintenance”

4:45 p.m. – 5:30 p.m.
- Parks Maintenance
“Round Table – Mary Ann Haldeman”

Evening Events
7:00 p.m. - ?
Dinner a Taste of Putnam County
“Battle of the Bands Social Night at Valley Park”
Thursday October 18th

Breakfast 7:30 a.m. – 8:30 a.m.

**Morning Session**

8:30 a.m. – 9:00 a.m.
Kelly Dailey – Putnam County CVB Director
“Your Park and your CVB”

8:30 a.m. – 10:00 a.m.
Brian Shields – WVFC (Soccer)
Doug Williamson – Tournament Time (Baseball)
Sam Crowder, Vic Herbert – Putnam County Founding Flyers (Disc Golf)
“Sports tourney time and the know how”

10:30 a.m. - 11:15 a.m.
Victoria Babb – Play 4 All
“Fundraising and Community Engagement”

11:20 a.m. – 12:00 p.m.
Speed Session – Events - Jarrod Dean
“REC Your Community”

**Afternoon Session**

12:00 p.m. – 12:45 p.m.
“Round Table Discussion”

1:00 p.m. – 2:30 p.m.
“WVRPA Award Ceremony and Lunch”

2:30 p.m. – 3:30 p.m.
WVRPA Board Meeting
ASSESSOR'S CERTIFICATE OF COMPLIANCE

TO THE HONORABLE COUNTY COURT OF UPSHUR COUNTY

The Assessor of Upshur County, Dustin Zickefoose, has completed the Farm Census of 2018 and has satisfactorily complied with the requirements of the Farm Statistics Law. He is, therefore, eligible to receive compensation from the County Court according to Chapter 7, Article 7, Section 6C of the New Code of West Virginia.

Kent A. Leonhardt
Commissioner of Agriculture
September 21, 2018

Dorothy Rowan  
350 Radabaugh Ridge Road  
Buckhannon, WV 26201

Re: Required Action --- Case Number: 121417-01

Ms. Rowan,

As you are aware, the Upshur County Commission discussed the status of your property located in Union Tax District – Tax Map 9E – Parcel Number 22.8 during a regularly scheduled Commission Meeting held on Thursday, September 6, 2018. After reviewing photographs of the property and seeking the input of the Safe Structures and Sites Enforcement Officer, the Commission discussed the status of your property again on September 20, 2018 and determined to close your case. The Commission appreciates the effort you have put into cleaning up your property.

Sincerely,

Carrie L. Wallace  
County Administrator

An Equal Opportunity Employer
## Upshur County Sheriff's Financial Statement

For Period Ending: August 2018

<table>
<thead>
<tr>
<th>FUND NAME</th>
<th>BEGINNING BALANCE</th>
<th>CURRENT MONTH COLLECTIONS</th>
<th>ORDERS ISSUED</th>
<th>BALANCE PER BOOKS</th>
</tr>
</thead>
<tbody>
<tr>
<td>FUND - 001 GENERAL COUNTY FUND</td>
<td>$371,766.87</td>
<td>$3,012,976.91</td>
<td>(1,733,056.97)</td>
<td>$1,651,686.81</td>
</tr>
<tr>
<td>FUND - 002 COMM. SERVICE TAX FUND</td>
<td>$35,670.35</td>
<td>$104.00</td>
<td>$20,000.00</td>
<td>$15,671.39</td>
</tr>
<tr>
<td>FUND - 003 DOG AND KENNEL FUND</td>
<td>$12,844.05</td>
<td>$3,837.90</td>
<td>$4,922.82</td>
<td>$12,888.53</td>
</tr>
<tr>
<td>FUND - 004 GENERAL SCHOOL FUND</td>
<td>$34,543.03</td>
<td>$2,028.77</td>
<td>$37,151.80</td>
<td></td>
</tr>
<tr>
<td>FUND - 005 MAGISTRATE COURT FUND</td>
<td>$1,268.40</td>
<td>$1,108.00</td>
<td>$21.00</td>
<td>$2,255.60</td>
</tr>
<tr>
<td>FUND - 006 WORTHLESS CHECK FUND</td>
<td>$138,831.42</td>
<td>$376.18</td>
<td></td>
<td>$139,207.60</td>
</tr>
<tr>
<td>FUND - 007 E-911 FUND</td>
<td>$404,330.33</td>
<td>$165,645.94</td>
<td>(58,158.50)</td>
<td>$511,817.77</td>
</tr>
<tr>
<td>FUND - 008 HOME CONFINEMENT FUND</td>
<td>$31,145.16</td>
<td>$11,597.31</td>
<td>$1,901.24</td>
<td>$40,841.23</td>
</tr>
<tr>
<td>FUND - 013 CURRY PARK FUND</td>
<td>$33,351.29</td>
<td>$25,625.38</td>
<td>$2,843.31</td>
<td>$56,133.16</td>
</tr>
<tr>
<td>FUND - 015 CURRY LIBRARY FUND</td>
<td>$48,911.36</td>
<td>$24,864.43</td>
<td>$2,385.08</td>
<td>$71,390.71</td>
</tr>
<tr>
<td>FUND - 018 AIRPORT CONSTRUCTION FUND</td>
<td>$0.00</td>
<td></td>
<td>$0.10</td>
<td>$0.00</td>
</tr>
<tr>
<td>FUND - 019 UPSHUR COUNTY FIRE FEE FUND</td>
<td>$30,565.03</td>
<td>$141,131.15</td>
<td>$30,540.38</td>
<td>$141,138.15</td>
</tr>
<tr>
<td>FUND - 021 EE HEALTH CARE REIMBURSEMENT FUND</td>
<td>$25,925.19</td>
<td>$801.44</td>
<td>(27,474.66)</td>
<td>$26,752.03</td>
</tr>
<tr>
<td>FUND - 039 COAL REALLOCATION FUND</td>
<td>$172,674.48</td>
<td>$1,46.00</td>
<td></td>
<td>$172,675.94</td>
</tr>
<tr>
<td>FUND - 052 EMPLOYEE BENEFITS FUND</td>
<td>$1,144,570.90</td>
<td>$114.61</td>
<td>$7,554.44</td>
<td>$1,137,131.07</td>
</tr>
<tr>
<td>FUND - 056 ASSOCIATES' VALUATION FUND</td>
<td>$173,161.09</td>
<td>$97,792.55</td>
<td>(7,346.31)</td>
<td>$263,607.33</td>
</tr>
<tr>
<td>FUND - 058 UPCO.FIN.STLB FUND</td>
<td>$645,043.28</td>
<td>$1,885.98</td>
<td>(2,484.98)</td>
<td>$645,043.28</td>
</tr>
<tr>
<td>FUND - 059 CONCEALED WEAPONS FUND</td>
<td>$28,432.98</td>
<td>$1,885.98</td>
<td>(2,484.98)</td>
<td>$27,833.98</td>
</tr>
<tr>
<td>FUND - 063 VOTER'S REGISTRATION FUND</td>
<td>$5,044.52</td>
<td>$0.04</td>
<td></td>
<td>$5,044.56</td>
</tr>
<tr>
<td>FUND - 071 JURY FUND</td>
<td>$15,082.68</td>
<td>$0.02</td>
<td></td>
<td>$15,082.68</td>
</tr>
<tr>
<td>FUND - 073 SPECIAL LAW ENFORCEMENT INVESTIGATION FUND</td>
<td>$2,085.11</td>
<td>$0.02</td>
<td></td>
<td>$2,085.13</td>
</tr>
<tr>
<td>FUND - 078 CHILD EXCHANGE &amp; VISITATION FUND</td>
<td>$28,685.97</td>
<td>$1,100.00</td>
<td></td>
<td>$28,686.97</td>
</tr>
<tr>
<td>FUND - 079 SPAYING &amp; NEUTERING FUND</td>
<td>$48,728.57</td>
<td>$1,100.00</td>
<td>(350.00)</td>
<td>$49,478.57</td>
</tr>
<tr>
<td>FUND - 080 COMM. CORR. FUND</td>
<td>$175,735.81</td>
<td>$16,073.92</td>
<td>(12,806.63)</td>
<td>$180,003.10</td>
</tr>
<tr>
<td>FUND - 102 AIRPORT IMP. PROJECT FUND</td>
<td>$2,786.00</td>
<td></td>
<td>$2,786.00</td>
<td></td>
</tr>
<tr>
<td>FUND - 104 ELKINS ROAD PSD FUND</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>FUND - 105 ADIRAN PSD WATERLINE PHASE VI FUND</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Fund - 245 UPSHUR COUNTY WELLNESS COMPLEX FUND</td>
<td>$4,760.00</td>
<td>$-</td>
<td>$-</td>
<td>$4,760.00</td>
</tr>
<tr>
<td>FUND - 248 IND. PARK SEWER FUND</td>
<td>$1.00</td>
<td>$-</td>
<td>$-</td>
<td>$1.00</td>
</tr>
<tr>
<td>FUND - 311 DMV LICENSE FUND</td>
<td>$-</td>
<td>$55,860.00</td>
<td>(55,860.00)</td>
<td>$-</td>
</tr>
<tr>
<td>FUND - 312 CRIMINAL CHARGES FUND</td>
<td>$-</td>
<td>$1,536.25</td>
<td>(1,536.25)</td>
<td>$-</td>
</tr>
<tr>
<td>FUND - 313 COURT REPORTER FUND</td>
<td>$-</td>
<td>$211.42</td>
<td>(211.42)</td>
<td>$-</td>
</tr>
<tr>
<td>FUND - 314 STATE FINES FUND</td>
<td>$-</td>
<td>$525.25</td>
<td>(525.25)</td>
<td>$-</td>
</tr>
<tr>
<td>FUND - 315 STATE POLICE FUND</td>
<td>$5.00</td>
<td>$625.00</td>
<td>(625.00)</td>
<td>$5.00</td>
</tr>
<tr>
<td>FUND - 316 STATE CURRENT FUND</td>
<td>$-</td>
<td>$31,868.94</td>
<td>(31,868.94)</td>
<td>$-</td>
</tr>
<tr>
<td>FUND - 317 COURTHOUSE FACILITIES IMPROVEMENT FUND</td>
<td>$-</td>
<td>$470.00</td>
<td>(470.00)</td>
<td>$-</td>
</tr>
<tr>
<td>FUND - 364 TAX LIEN FUND</td>
<td>$185,772.14</td>
<td>$3,129.05</td>
<td>(3,714.62)</td>
<td>$185,166.57</td>
</tr>
<tr>
<td>FUND - 365 DELO &amp; NONENT LAND</td>
<td>$75,245.45</td>
<td></td>
<td></td>
<td>$75,245.45</td>
</tr>
<tr>
<td>FUND - 366 BOARD OF HEALTH FUND</td>
<td>$330,617.22</td>
<td>$40,697.99</td>
<td>(25,481.73)</td>
<td>$345,833.50</td>
</tr>
<tr>
<td>FUND - 369 WV DEPUTY SHERIFF'S RETIREMENT FUND</td>
<td>$587.00</td>
<td>$639.00</td>
<td>(587.00)</td>
<td>$639.00</td>
</tr>
<tr>
<td>FUND - 373 SCHOOL CURRENT FUND</td>
<td>$-</td>
<td>$2,480,130.19</td>
<td>(2,480,130.19)</td>
<td>$-</td>
</tr>
<tr>
<td>FUND - 374 SCHOOL EXCESS LEVY FUND</td>
<td>$-</td>
<td>$1,256,653.19</td>
<td>(1,256,653.19)</td>
<td>$-</td>
</tr>
<tr>
<td>FUND - 375 SCHOOL BOND FUND</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>FUND - 376 CITY CURRENT FUND</td>
<td>$-</td>
<td>$338,465.45</td>
<td>(338,465.45)</td>
<td>$-</td>
</tr>
<tr>
<td>FUND - 379 CITY VOTED LIBRARY FUND</td>
<td>$-</td>
<td>$40,613.55</td>
<td>(40,613.55)</td>
<td>$-</td>
</tr>
<tr>
<td><strong>FINAL TOTALS</strong></td>
<td>$4,234,171.78</td>
<td>$7,758,930.52</td>
<td>(6,150,945.49)</td>
<td>$5,842,156.81</td>
</tr>
</tbody>
</table>

**BALANCE IN COUNTY DEPOSITORY AT END OF MONTH:** $9,804,001.02

**ORDERS/DEBITS OUTSTANDING:** $11,584,637.75

**DEPOSITS/CREDITS OUTSTANDING:** $7,621,043.54

**NET BANK BALANCE:** $5,840,406.81

**PETTY CASH / CASH DRAWERS:** $1,750.00

**CASH SPECIAL INVESTIGATION FUND:** $-

**ADJUSTMENT:** $-

**TOTAL IN COUNTY DEPOSITORY AND OFFICE:** $5,842,156.81

I, David H. Coffman, Sheriff of Upshur County do solemnly swear that the foregoing is a true and correct statement to the best of my knowledge.

David H. Coffman
Sheriff & Treasurer, Upshur County

09/18/2018
<table>
<thead>
<tr>
<th>BANK NAME</th>
<th>ACCOUNT NAME</th>
<th>BANK BALANCE</th>
<th>OUTSTANDING CHECKS/DEBITS</th>
<th>OUTSTANDING DEPOSITS/CREDITS</th>
<th>BOOK BALANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIRST COMMUNITY BANK</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>GENERAL COUNTY-MMA</td>
<td>$ 59,620.87</td>
<td>$ (5,517.28)</td>
<td>$ 1,545,481.03</td>
<td>$ 1,599,584.62</td>
<td></td>
</tr>
<tr>
<td>COAL SEVERANCE-MMA</td>
<td>$ 13,671.39</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$ 13,671.39</td>
</tr>
<tr>
<td>E-911-MMA</td>
<td>$ 500,478.09</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$ 500,478.09</td>
</tr>
<tr>
<td>CURRY PARK-MMA</td>
<td>$ 53,601.27</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$ 53,601.27</td>
</tr>
<tr>
<td>CURRY LIBRARY-MMA</td>
<td>$ 67,518.17</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$ 67,518.17</td>
</tr>
<tr>
<td>AIRPORT CONSTRUCTION-MMA</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>ASSESSOR'S VALUATION-MMA</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>CONCEALED WEAPONS</td>
<td>$ 28,773.98</td>
<td>$ (1,250.00)</td>
<td>$ 310.00</td>
<td>$ 27,833.98</td>
<td></td>
</tr>
<tr>
<td>GENERAL TAX ACCOUNT-MMA</td>
<td>$ 5,283,082.13</td>
<td>$ (5,731,578.82)</td>
<td>$ 450,496.69</td>
<td>$ 2,733,698.50</td>
<td></td>
</tr>
<tr>
<td>BOARD OF HEALTH-MMA</td>
<td>$ 305,074.73</td>
<td>-</td>
<td>$ 758.77</td>
<td>-</td>
<td>$ 305,833.50</td>
</tr>
<tr>
<td>UPSHUR CO. FIRE FEE-IBCK</td>
<td>$ 131,060.90</td>
<td>$ (75.00)</td>
<td>$ 10,152.25</td>
<td>$ 141,138.15</td>
<td></td>
</tr>
<tr>
<td>UP CO COAL REALLOC-IBCK</td>
<td>$ 172,675.94</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$ 172,675.94</td>
</tr>
<tr>
<td>EMPLOYEE BENEFITS-IBCK</td>
<td>$ 1,137,131.07</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$ 1,137,131.07</td>
</tr>
<tr>
<td>SP.LAW ENF.INVESTIG-IBCK</td>
<td>$ 2,085.13</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$ 2,085.13</td>
</tr>
<tr>
<td>COMMUNITY CORR. FUND-IBCK</td>
<td>$ 182,426.60</td>
<td>$ (2,423.50)</td>
<td>-</td>
<td>-</td>
<td>$ 180,003.10</td>
</tr>
<tr>
<td>PARKS/REC CLEARING ACCT</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>ADDRESSING/MAPPING CLEARING</td>
<td>$ 90.00</td>
<td>$ (90.00)</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>GENERAL COUNTY PAYROLL-CK</td>
<td>$ 163,291.03</td>
<td>$ (155,685.30)</td>
<td>-</td>
<td>-</td>
<td>$ 7,605.73</td>
</tr>
<tr>
<td>TAX CLEARING ACCOUNT</td>
<td>$ 79,347.05</td>
<td>$ (106,020.92)</td>
<td>$ 26,673.87</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>BOARD OF HEALTH-PAYROLL</td>
<td>$ 21,190.16</td>
<td>$ (1,910.16)</td>
<td>-</td>
<td>-</td>
<td>$ 20,000.00</td>
</tr>
<tr>
<td>GENERAL COUNTY-CNKNG</td>
<td>$ 78,428.44</td>
<td>$ (35,706.06)</td>
<td>$ 24.08</td>
<td>$ 42,746.46</td>
<td></td>
</tr>
<tr>
<td>COAL SEVERANCE-CNKNG</td>
<td>$ 22,000.00</td>
<td>$ (20,000.00)</td>
<td>-</td>
<td>-</td>
<td>$ 2,000.00</td>
</tr>
<tr>
<td>DOG &amp; KENNEL-CNKNG</td>
<td>$ 12,188.53</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$ 12,188.53</td>
</tr>
<tr>
<td>GEN. CO. MIS-CNKNG</td>
<td>$ 39,507.20</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$ 39,507.20</td>
</tr>
<tr>
<td>WORTHLESS CHECK FUND-CNKNG</td>
<td>$ 139,207.60</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$ 139,207.60</td>
</tr>
<tr>
<td>E-911-CNKNG</td>
<td>$ 11,853.77</td>
<td>$ (514.09)</td>
<td>-</td>
<td>-</td>
<td>$ 11,339.68</td>
</tr>
<tr>
<td>HOME DETENTION-IBCK</td>
<td>$ 42,742.47</td>
<td>$ (1,901.24)</td>
<td>-</td>
<td>-</td>
<td>$ 40,841.23</td>
</tr>
<tr>
<td>CURRY PARK-CNKNG</td>
<td>$ 2,531.89</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$ 2,531.89</td>
</tr>
<tr>
<td>CURRY LIBRARY-CNKNG</td>
<td>$ 3,872.54</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$ 3,872.54</td>
</tr>
<tr>
<td>AIRPORT CONSTRUCTION-CNKNG</td>
<td>0.10</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.10</td>
</tr>
<tr>
<td>ASSESSOR'S VALUATION-CNKNG</td>
<td>$ 5,011.79</td>
<td>$ (1,200.00)</td>
<td>-</td>
<td>-</td>
<td>$ 3,811.79</td>
</tr>
<tr>
<td>VOTER'S REGISTRATION-IBCK</td>
<td>$ 5,044.56</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$ 5,044.56</td>
</tr>
<tr>
<td>JURY-CNKNG</td>
<td>$ 15,894.18</td>
<td>$ (811.50)</td>
<td>-</td>
<td>-</td>
<td>$ 15,082.68</td>
</tr>
<tr>
<td>SPAY.&amp; NEUTER. DEP. FUND</td>
<td>$ 49,578.57</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$ 49,478.57</td>
</tr>
<tr>
<td>AIRPORT IMP. PROJECT-CNKNG</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>ELKINS ROAD PSE</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>ADRIAN PSE WATERLINE PHASE VI</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>WELLNESS COMPLEX FUND</td>
<td>$ 4,760.00</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$ 4,760.00</td>
</tr>
<tr>
<td>INDUSTRIAL PARK SEWER-CNKNG</td>
<td>$ 1.00</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$ 1.00</td>
</tr>
<tr>
<td>DMV LICENSE FUND-CNKNG</td>
<td>$ 22,945.80</td>
<td>$ (31,132.50)</td>
<td>$ 8,186.70</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>STATE CLEARING ACCOUNT-CK</td>
<td>$ 540.00</td>
<td>$ (605.00)</td>
<td>$ 65.00</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>STATE POLICE FUND-CNKNG</td>
<td>$ 580.00</td>
<td>$ (625.00)</td>
<td>$ 50.00</td>
<td>-</td>
<td>$ 50.00</td>
</tr>
<tr>
<td>GENERAL TAX ACCOUNT-CNKNG</td>
<td>$ 1,219.65</td>
<td>$ (5,482,893.65)</td>
<td>$ 5,481,674.00</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>TAX LEIN FUND-CNKNG</td>
<td>$ 186,738.57</td>
<td>$ (1,572.00)</td>
<td>-</td>
<td>-</td>
<td>$ 185,166.57</td>
</tr>
<tr>
<td>DELG &amp; NON-ENTERED LAND</td>
<td>$ 73,245.45</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$ 73,245.45</td>
</tr>
<tr>
<td>BOARD OF HEALTH-CNKNG</td>
<td>$ 23,745.73</td>
<td>$ (3,745.73)</td>
<td>-</td>
<td>-</td>
<td>$ 20,000.00</td>
</tr>
<tr>
<td>MVDSRF-CNKNG</td>
<td>$ 529.00</td>
<td>-</td>
<td>$ 110.00</td>
<td>-</td>
<td>$ 639.00</td>
</tr>
<tr>
<td><strong>BANK TOTAL</strong></td>
<td><strong>$ 9,104,019.74</strong></td>
<td><strong>$ (11,584,637.75)</strong></td>
<td><strong>$ 7,621,043.54</strong></td>
<td><strong>$ 5,140,425.53</strong></td>
<td></td>
</tr>
</tbody>
</table>

| PROGRESSIVE BANK       |                        |              |                           |                              |              |
| UP.CO.FIN.STBL.FUND-SV  | $ 645,043.28           | -            | -                         | -                            | $ 645,043.28 |
| EE HEALTH CARE REIMB FUND | $ 26,252.03          | -            | -                         | -                            | $ 26,252.03  |
| UP.CO.FIN.STBL.FUND-CNKNG | -                      | -            | -                         | -                            |              |
| CHILD EXCHG & VISIT CTR | $ 28,685.97            | -            | -                         | -                            | $ 28,685.97  |
| **BANK TOTAL**         | **$ 699,981.28**       | -            | -                         | -                            | $ 699,981.28 |

**SUMMARY:**

- **TOTAL ALL BANKS** $ 9,804,001.02 $ (11,584,637.75) $ 7,621,043.54 $ 5,840,425.53
- **PETTY CASH / CASH DRAWERS** $ - $ 1,750.00 $ - $ -
- **CASH SPECIAL INVESTIGATION FUND** $ - $ - $ - $ -
- **GRAND TOTAL** $ 5,842,156.81
<table>
<thead>
<tr>
<th>Employee</th>
<th>Vehicle Description</th>
<th>VIN</th>
<th>Start Mileage</th>
<th>End Mileage</th>
<th>Total Mileage</th>
<th>Fuel (Gal.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Doyle Cutright II</td>
<td>2010 Ford Expedition</td>
<td>1FMJU1G50AEB66213</td>
<td>117433.8</td>
<td>118645.3</td>
<td>1211.5</td>
<td>35</td>
</tr>
</tbody>
</table>

GRAND TOTALS

1211.5 35
### UPSHUR COUNTY COMMISSION
### MONTHLY MILEAGE LOG

**DEPARTMENT:** Maintenance  
**MONTH / YEAR:** August 2018

<table>
<thead>
<tr>
<th>Employee</th>
<th>Vehicle Description</th>
<th>VIN</th>
<th>Start Mileage</th>
<th>End Mileage</th>
<th>Total Mileage</th>
<th>Fuel (Gal.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kreg Harees</td>
<td>2008 Toyota Tundra</td>
<td>5TBBV5418E8551</td>
<td>70,001</td>
<td>70,678</td>
<td>677</td>
<td>17.7</td>
</tr>
<tr>
<td>Mike Campbell</td>
<td></td>
<td>4917</td>
<td></td>
<td></td>
<td></td>
<td>17.8</td>
</tr>
<tr>
<td>Mike Hare</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>18.2</td>
</tr>
<tr>
<td>Loretta Knowe</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>17.5</td>
</tr>
</tbody>
</table>

**GRAND TOTALS:** 677  
**Total Fuel:** 71.20
<table>
<thead>
<tr>
<th>Employee</th>
<th>Vehicle Description</th>
<th>VIN</th>
<th>Start Mileage</th>
<th>End Mileage</th>
<th>Total Mileage</th>
<th>Fuel (Gal.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Greg Harris</td>
<td>2004 Chevy 2500 HD</td>
<td>1GCKK24UXX4E14</td>
<td>109,743</td>
<td></td>
<td>212</td>
<td>27.5</td>
</tr>
<tr>
<td>Mike Campbell</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mike Haile</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Loretta Koone</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

GRAND TOTALS: 212 0 27.5 0
## UPShur County Commission
### Monthly Mileage Log

<table>
<thead>
<tr>
<th>Employee</th>
<th>Vehicle Description</th>
<th>VIN</th>
<th>Start Mileage</th>
<th>End Mileage</th>
<th>Total Mileage</th>
<th>Fuel (Gal.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Greg Harris</td>
<td>2010 Ford F-150</td>
<td>1ETEWEVIAFCT1</td>
<td>104,340</td>
<td>104,770</td>
<td>410</td>
<td>22.0</td>
</tr>
<tr>
<td>Mike Campbell</td>
<td></td>
<td>9153</td>
<td></td>
<td></td>
<td></td>
<td>28.3</td>
</tr>
<tr>
<td>Mike Halee</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>5 gal. Diesel</td>
</tr>
<tr>
<td>Larry A. Knowe</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Grand Totals:**
- Total Mileage: 410
- Fuel: 50.3 gal.

*Note: Fuel usage and mileage data for additional employees are not provided.*
<table>
<thead>
<tr>
<th>Employee</th>
<th>Vehicle Description</th>
<th>VIN</th>
<th>Start Mileage</th>
<th>End Mileage</th>
<th>Total Mileage</th>
<th>Fuel (Gal.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>B Shreves</td>
<td>1999 Ford f250</td>
<td></td>
<td>93018</td>
<td>93018</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>B Shreves</td>
<td>2008 Ford f 250</td>
<td></td>
<td>102484</td>
<td>102484</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

BOTH VEHICLES ARE OUT OF SERVICE

WHITE TRUCK BEING PREPARED TO GO TO POUND

<p>| | | | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
</table>

<p>| GRAND TOTALS |             |             |             |             |             |             |</p>
<table>
<thead>
<tr>
<th>Officer</th>
<th>Cruiser</th>
<th>VIN</th>
<th>MIS Mileage</th>
<th>Gas Mileage</th>
<th>Total Mileage</th>
<th>Fuel</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>DAVE COFFMAN - 900</td>
<td>2014 FORD EXPLORER</td>
<td>1FM5K8AR9EAG71008</td>
<td>56583</td>
<td>56742</td>
<td>159</td>
<td>20.2</td>
<td></td>
</tr>
<tr>
<td>MIKE KELLEY - 902</td>
<td>2010 FORD Explorer</td>
<td>1FM5K8AR8GB44629</td>
<td>44556</td>
<td>46548</td>
<td>2151</td>
<td>107.4</td>
<td></td>
</tr>
<tr>
<td>MARK DAVIS - 903</td>
<td>2016 FORD Explorer</td>
<td>1FM5K8AR0GDB43426</td>
<td>45800</td>
<td>47519</td>
<td>1739</td>
<td>66.1</td>
<td></td>
</tr>
<tr>
<td>MARSHALL POWERS - 904</td>
<td>2016 FORD Explorer</td>
<td>1FM5K8AR4GDB44610</td>
<td>50300</td>
<td>52350</td>
<td>2050</td>
<td>161</td>
<td></td>
</tr>
<tr>
<td>CI DAY - 905</td>
<td>2013 FORD TAURUS</td>
<td>1FAHP2M86DG157805</td>
<td>56101</td>
<td>56583</td>
<td>2532</td>
<td>16.6</td>
<td></td>
</tr>
<tr>
<td>THERON CAYNOR - 906</td>
<td>2017 FORD EXPLORER (NEW)</td>
<td>1FM5K8AR4HGC90351</td>
<td>24632</td>
<td>25772</td>
<td>1140</td>
<td>73.8</td>
<td></td>
</tr>
<tr>
<td>DEWAIN LINGER - 907</td>
<td>2012 FORD EXPEDITION</td>
<td>1FMJU1G50CEF29463</td>
<td>113640</td>
<td>115565</td>
<td>1925</td>
<td>165.5</td>
<td></td>
</tr>
<tr>
<td>RODNEY ROLSENSON - 908</td>
<td>2017 FORD F-150 (NEW)</td>
<td>1FTEX1EFO1FA12892</td>
<td>19977</td>
<td>20498</td>
<td>521</td>
<td>66</td>
<td></td>
</tr>
<tr>
<td>ROCKY HEBB - 909</td>
<td>2017 FORD TAURUS</td>
<td>1FAHP2MK5HG119855</td>
<td>13998</td>
<td>15270</td>
<td>1272</td>
<td>91</td>
<td></td>
</tr>
<tr>
<td>TYLER CHIDESTER - 912</td>
<td>2013 FORD TAURUS</td>
<td>1FAHP2MB2GD157798</td>
<td>109394</td>
<td>112344</td>
<td>2950</td>
<td>135</td>
<td></td>
</tr>
<tr>
<td>TYLER GORDON - 913</td>
<td>2014 FORD TAURUS</td>
<td>1FAHP2MK7EG124454</td>
<td>101260</td>
<td>103487</td>
<td>2227</td>
<td>182.5</td>
<td></td>
</tr>
<tr>
<td>SETH CUTRIGHT - 914</td>
<td>2012 FORD EXPEDITION</td>
<td>1FMJU1G59CEF29482</td>
<td>107775</td>
<td>102145</td>
<td>1370</td>
<td>124</td>
<td></td>
</tr>
<tr>
<td>BOBBY HAWKINS - 916</td>
<td>2010 FORD CROWN VICTORIA</td>
<td>2FABP7BV2AX1010650</td>
<td>126327</td>
<td>127723</td>
<td>1396</td>
<td>102</td>
<td></td>
</tr>
<tr>
<td>VIRGIL MILLER - 918</td>
<td>2010 FORD EXPEDITION</td>
<td>1FMJU1G52AEB66214</td>
<td>119180</td>
<td>120431</td>
<td>1251</td>
<td>61.5</td>
<td></td>
</tr>
<tr>
<td>CRYSTAL LINGER - 917</td>
<td>2010 FORD CROWN VICTORIA</td>
<td>2FABP7BV4Ax100651</td>
<td>103450</td>
<td>101746</td>
<td>296</td>
<td>23.6</td>
<td></td>
</tr>
<tr>
<td>DUSTIN HOLLEN - 930</td>
<td>2009 FORD F-150</td>
<td>1FTRX1E4W9FA271593</td>
<td>165119</td>
<td>166243</td>
<td>1124</td>
<td>98</td>
<td></td>
</tr>
<tr>
<td>RODNEY ROLSENSON (dc)</td>
<td>2005 CHEVROLET EQUINOX</td>
<td>2CNDL7F556166732</td>
<td>71233</td>
<td>72433</td>
<td>1200</td>
<td>66</td>
<td></td>
</tr>
</tbody>
</table>

**Grand Total**

<p>| | | | | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Mileage</strong></td>
<td><strong>Fuel</strong></td>
<td><strong>Difference</strong></td>
<td><strong>Total Mileage</strong></td>
<td><strong>Fuel</strong></td>
<td><strong>Difference</strong></td>
<td><strong>Total Mileage</strong></td>
<td><strong>Fuel</strong></td>
</tr>
<tr>
<td>25,283</td>
<td>1560.2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**For Sale**

<table>
<thead>
<tr>
<th>Additional Vehicles</th>
</tr>
</thead>
<tbody>
<tr>
<td>2005 Yamaha ATV</td>
</tr>
<tr>
<td>2005 Yamaha Grizzly 500- 4W</td>
</tr>
<tr>
<td>2005 HMS Transport Trailer</td>
</tr>
<tr>
<td>2010 Ford Expedition</td>
</tr>
<tr>
<td>2001 Ford Explorer</td>
</tr>
<tr>
<td>2006 Fleetwood Mallard</td>
</tr>
<tr>
<td>2006 Speed Trailer</td>
</tr>
<tr>
<td>2010 Dodge Charger</td>
</tr>
<tr>
<td>S.W.A.T. 1994 International</td>
</tr>
<tr>
<td>2008 Ford Crown Victoria</td>
</tr>
</tbody>
</table>

**FOR SALE**
<table>
<thead>
<tr>
<th>Employee</th>
<th>Vehicle Description</th>
<th>VIN</th>
<th>Start Mileage</th>
<th>End Mileage</th>
<th>Total Mileage</th>
<th>Fuel (Gal.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tim Jo</td>
<td>Ford Explorer</td>
<td>IFM6351250E500280</td>
<td>10.63</td>
<td>19.53</td>
<td>9.9</td>
<td>0.16</td>
</tr>
<tr>
<td>Bennett</td>
<td></td>
<td></td>
<td>11.53</td>
<td>10.93</td>
<td>0.60</td>
<td>0.29</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>12.03</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Grand Totals:**

- **Total Mileage:** 51511
- **Fuel (Gal.):** 3.85
# Monthly Mileage Log

**Department:** Comm Corrections  
**Month/Year:** Aug - 2018

<table>
<thead>
<tr>
<th>Employee</th>
<th>Vehicle Description</th>
<th>VIN</th>
<th>Start Mileage</th>
<th>End Mileage</th>
<th>Total Mileage</th>
<th>Fuel (Gal.)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Expedition</td>
<td></td>
<td>130409</td>
<td>130467</td>
<td>58</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>130467</td>
<td>130509</td>
<td>42</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>130509</td>
<td>130521</td>
<td>12</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>130521</td>
<td>130564</td>
<td>43</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>130564</td>
<td>130417</td>
<td>51</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>130417</td>
<td>130656</td>
<td>59</td>
<td>0</td>
</tr>
</tbody>
</table>

**Grand Totals:** 247 0 22 0
<table>
<thead>
<tr>
<th>Employee</th>
<th>Vehicle Description</th>
<th>VIN</th>
<th>Start Mileage</th>
<th>End Mileage</th>
<th>Total Mileage</th>
<th>Fuel (Gal.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>I-00143</td>
<td></td>
<td>118550</td>
<td>118601</td>
<td>51</td>
<td>0.2</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>118661</td>
<td>118640</td>
<td>39</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>118640</td>
<td>118653</td>
<td>43</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>118653</td>
<td>118748</td>
<td>46</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>118749</td>
<td>118793</td>
<td>44</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>118793</td>
<td>118849</td>
<td>56</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>118849</td>
<td>118888</td>
<td>39</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>118888</td>
<td>118956</td>
<td>18</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>118956</td>
<td>118956</td>
<td>18</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>118900</td>
<td>118926</td>
<td>50</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>118926</td>
<td>119013</td>
<td>57</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>119013</td>
<td>119030</td>
<td>39</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>119030</td>
<td>119084</td>
<td>23</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>119084</td>
<td>119139</td>
<td>55</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>119139</td>
<td>119194</td>
<td>67</td>
<td>1.6</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>119194</td>
<td>119273</td>
<td>79</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>119273</td>
<td>119314</td>
<td>41</td>
<td>0</td>
<td></td>
</tr>
</tbody>
</table>

**GRAND TOTALS**

118747 | 0.20
<table>
<thead>
<tr>
<th>Employee</th>
<th>Vehicle Description</th>
<th>VIN</th>
<th>Start Mileage</th>
<th>End Mileage</th>
<th>Total Mileage</th>
<th>Fuel (Gal.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lough</td>
<td></td>
<td>34081</td>
<td>34143</td>
<td>62</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lough</td>
<td></td>
<td>34143</td>
<td>34180</td>
<td>37</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lough</td>
<td></td>
<td>34180</td>
<td>34207</td>
<td>27</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lough</td>
<td></td>
<td>34207</td>
<td>34264</td>
<td>57</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>GRAND TOTALS</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>1 x 3</td>
<td></td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Employee</td>
<td>Vehicle Description</td>
<td>VIN</td>
<td>Start Mileage</td>
<td>End Mileage</td>
<td>Total Mileage</td>
<td>Fuel (Gal.)</td>
</tr>
<tr>
<td>-------------</td>
<td>---------------------</td>
<td>--------------</td>
<td>---------------</td>
<td>-------------</td>
<td>---------------</td>
<td>-------------</td>
</tr>
<tr>
<td>Jan Cochran</td>
<td>Durango</td>
<td>1D8H38P07F02127</td>
<td>121,964</td>
<td>121,974</td>
<td>10</td>
<td>7</td>
</tr>
<tr>
<td>Jan Cochran</td>
<td>Durango</td>
<td>1D8H38P07F02127</td>
<td>121,974</td>
<td>121,981</td>
<td>7</td>
<td>28</td>
</tr>
<tr>
<td>Jan Cochran</td>
<td>Durango</td>
<td>1D8H38P07F02127</td>
<td>121,981</td>
<td>122,009</td>
<td>28</td>
<td>5</td>
</tr>
<tr>
<td>Jan Cochran</td>
<td>Durango</td>
<td>1D8H38P07F02127</td>
<td>122,009</td>
<td>122,014</td>
<td>5</td>
<td>0</td>
</tr>
</tbody>
</table>

**GRAND TOTALS**

|                |              |              |               |             | 50            | 0           |
# UPShur County Commission

## Monthly Mileage Log

**Department:** Dog Pound  
**Month/Year:** August 2018

<table>
<thead>
<tr>
<th>Employee</th>
<th>Vehicle Description</th>
<th>VIN</th>
<th>Start Mileage</th>
<th>End Mileage</th>
<th>Total Mileage</th>
<th>Fuel (Gal.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan Cochran</td>
<td>Chevy Truck</td>
<td>1GCK19v4170203569</td>
<td>205,267</td>
<td>205,268</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Jan Cochran</td>
<td>Chevy Truck</td>
<td>1GCK19v4170203569</td>
<td>205,268</td>
<td>205,269</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Jan Cochran</td>
<td>Chevy Truck</td>
<td>1GCK19v4170203569</td>
<td>205,269</td>
<td>205,270</td>
<td>1</td>
<td>0</td>
</tr>
</tbody>
</table>

**GRAND TOTALS**  
*3*  
*0*
American Heart CPR/AED class

The Upshur County Citizens Corp is sponsoring a free Heartsaver CPR/AED class for any interested adults in Upshur County.

The Class Is Free

American Heart Association®
life is why™

Class Size Is limited

Class Location: Office of Emergency Management (On the hill above St Josephs Hospital)

Class date and time: October 4th 6-10 PM

So sign up early. Call or e-mail your (Name & Phone #) to one of the the below numbers

Important: Class size is limited to the first 16 individuals who show up for the class the night of the class

To sign up call:
Shannon Whited 304-472-4952 or
E-mail: shannon_whited@yahoo.com
Emergency preparedness/response Oct 12, Friday at 6 PM; Presbyterian Church
13 S. Locust St. (beside Progressive Bank)

Pot luck supper; community invited, drinks and table service provided

Presenters:

1. Brian Shreve (Office emergency management) - What is in place locally
2. Brian Shreve: What is in place beyond local state and national
3. Agencies like Red Cross
4. Rev. Bill Branch (Presbyterian Disaster Assistance) What does the church
do before and after
5. Buck Edwards (Methodist response coordinator) Hands on-trials and
   tribulations
6. Fire, police, EMS
7. Cert (Certified emergency response teams)
8. Patty Thrasher (Threat preparedness, Health Dept.) How to include
   volunteers that are not trained but respond at the time
9. What is missing
   a. OEM awareness of individuals with potential needs for electricity
      without generators, sheltering in place; efforts of home health
      and other home care groups to enroll those individuals
   b. Personal emergency preparedness for 3 days self sufficiency
   c.
Upshur County Employee & Dependent Flu Clinic

Thursday, October 25, 2018
1:00 – 4:00 pm
Commission Meeting Room
38 W. Main St., Room 301

Hosted by the Upshur County Health Department and Upshur County Commission

100% of the cost is covered by the county’s health insurance if you are enrolled.

The immunization is free with most other insurance providers. Bills will be processed by the Health Department and sent to your insurance provider for payment.

Please RSVP to Carrie or Tabatha at 304-472-0535 x.2 or x.3. Each vaccination is expected to take 5 minutes.

The attached forms must be completed prior to your arrival on 10/25/18.
Special Town Hall Meeting Notice of the City Council of Buckhannon
Discussion RE: Proposed Drug House Ordinance
Tuesday, October 2, 2018 7:00PM at the Public Safety Complex
Training Room located at Two Friendly Way

CITIZENS ARE ENCOURAGED TO ATTEND & CONTRIBUTE INPUT REGARDING THE DISCUSSION ON THE PROPOSED ORDINANCE PROVIDING FOR THE ABATEMENT OF DRUG HOUSES, ETC.

POSTED 09/21/18
Upshur County Public Library Board of Trustees Meeting  
August 21, 2018

The regular meeting of the Upshur County Public Library Board of Trustees was held on Tuesday, August 21, 2018 at 4:00 p.m. at the Upshur County Public Library. Board members in attendance were Dennis Xander, Michelle Strader, and Carol Smith. Also in attendance were Paul Norko, Director; Connie Cutright, Business Manager; and Ann Slaughter, Friends of the Library representative.

The minutes of the July 17, 2018 meeting were approved as presented.

The financial report for July was accepted.

Director’s Report:
- E-book circulation has increased but circulation otherwise has decreased a little.
- Paul reported that he has completed three affiliate evaluations. A copy of the evaluation has been sent to each library’s Board of Trustees and to WV Library Commission.
- Next year will be the 25th anniversary of the Ramp Dinner. Paul would like ask Dale Hawkins/Fish Hawk to do the dinner again which would mean a price increase to $25.00 and also to try to get corporate sponsorship to cover the costs.
- A Meet & Greet will be held at the library on September 10 for librarians from the schools, college, and public libraries in Upshur County.
- Early Out Movie Day is a new program at the library being held on days that school is dismissed early.
- Yard Sale income was $1182.00. For next year, it might be beneficial to have the Friends of the Library plan a book/bake sale for the same time period.

Bryson VanNostrand gave an update on the parking lot. The rain has put the contractor behind about a month on his other jobs. Once he starts, it will be about eight weeks before time to put down asphalt. The asphalt plant closes the week of Thanksgiving so it will be close as to whether or not it will be paved before spring.

The revised Personal Days Policy was approved on a motion by Michelle and seconded by Carol.

Michelle mentioned that we need to remove Section XIV B1 & B2 under Privileges from our Personnel Manual. Section B1 states that overdue fees are waived for staff, trustees, and volunteers and B2 states staff, volunteers, and trustees may use the copy machine for personal copying within a reasonable limit. Michelle and Carol attended a trustee’s workshop at which Karen Goff stated this was not allowed. The actual motion will be taken at the next board meeting.

The revised Meeting Room Policy was accepted on a motion made by Michelle and seconded by Carol.

Paul stated that we would probably be going with State Electric out of Clarksburg for the LED lightbulbs and a few new lighting fixtures.

After discussion on considering the bond, on a motion made by Carol and seconded by Michelle, the board accepted and approved the Depository Bond of First Community Bank for the Upshur County Public Library, with all terms in full contained within the letter of credit from the First Community Bank.
for the period July 1, 2018 through June 30, 2019, in the amount of one hundred fifty thousand dollars ($150,000.00). (copy included)

Connie reported that we have received the information to begin the bid proposal for not only our audit but the affiliates as well.

Paul reported he has received three applications for the assistant director’s job so far. Only one had an MLS degree but she did not have the other qualifications he was seeking.

Ann reported that the Friends of the Library will be participating in the Harvest Time in the Hills the third weekend in October at the Buckhannon Upshur Middle School. They will also be raffling off a WV themed basket soon. In celebration of National Library Card Sign Up month, the Friends are purchasing a gift card to be drawn from all new library card applicants. They have also offered to help with the funding of a new sign once the parking lot is completed.

The next meeting will be Tuesday, September 18, 2018 at 4:00 p.m.

Respectfully submitted,

Connie Cutright
Business Manager
(Recording Secretary)

Approved,

Dennis Xander
President
Upshur County Fire Board Meeting
August 21, 2018

Members Present: Joe Malcolm, Larry Alkire, Joe Gower, and Linn Baxa
Members Absent: Terry Cutright, Clifton Shaw, and Tom O’Neill
Others Present: Toni Newman-Fire Fee Clerk

The Fire Board meeting was called to order by Joe Malcolm at 6:30 pm. All motions passed unanimously unless otherwise stated.

The meeting minutes from July 17, 2018, were reviewed. On motion by Linn Baxa, and second by Larry Alkire, the Board moved to approve the minutes.

On motion by Linn Baxa and second by Larry Alkire, the Board elected Chairman, Joe Malcolm; Vice Chairman, Terry Cutright; and Treasurer, Linn Baxa for the current fiscal year. Meeting time and place remains the same.

The Fire Fee Clerk reported the 2018 Fire Fees are at 44 percent collected. Discussion was held on the possibility of having checks made payable to the Fire Board rather than the Sheriff to mitigate some of the issues of collecting fees at the tax office. More information will be collected regarding the logistics of the change.

The checking account balance as of July 31, 2018 was $77,023.07. The disbursement from the Chief Tax deputy for the month of July was $30,465.03.

The following invoices were reviewed and approved upon motion by Linn Baxa and second by Larry Alkire:

- Software Systems--Invoice#31714--Maintenance Charge July & uploading 2018 Fire Fees--$399.00
- Hart Office Solutions---Invoice # 167320---August to November 2018---$141.75
- Ralston Press---Printing and stuffing 2018 Fire Fee Statements---$4,178.33

Financial Statements for Adrian, Buckhannon, Selbyville, and Washington District Volunteer Fire Departments were approved by the Board. Warren District and Banks District need to provide additional information. Ellamore has not yet submitted a statement.

The Contract renewal for Software Systems was approved on motion by Linn Baxa and second by Joe Gower.

There were 39 Requests for Relief of Erroneous Assessment approved and two requests denied by the Fire Board. There were 21 corrective tickets approved on motion by Larry Alkire and second by Joe Gower.

The next meeting of the Board will be September 18, 2018. There being no further business the meeting adjourned at 7:50 p.m.

Joe Malcolm, Chairman, Upshur County Fire Board
Board Member