Upshur County Commission
Agenda

Location of Meeting: Upshur County Courthouse Annex
Date of Meeting: July 26, 2012

09:00  Moment of Silent Meditation --- Pledge of Allegiance
  • Approval of Minutes: July 19, 2012 --- Canvass Minutes of Primary Election

10:00  Timothy Stranko, Legal Counsel – Kay, Casto & Chaney, PLLC

13:30  James Bryson VanNostrand, VanNostrand Architects
  • Construction Planning for Various Project(s) --- Executive Session May Be Necessary

§6-9A-4. Exceptions.
(a) The governing body of a public agency may hold an executive session during a regular, special or emergency meeting, in accordance with the provisions of this section. During the open portion of the meeting, prior to convening an executive session, the presiding officer of the governing body shall identify the authorization under this section for holding the executive session and present it to the governing body and to the general public, but no decision may be made in the executive session. (b) An executive session may be held only upon a majority affirmative vote of the members present of the governing body of a public agency. A public agency may hold an executive session and exclude the public only when a closed session is required for any of the following actions: (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. Consider Establishment of Upshur County Appraisal-Assessment Advisory Board --- Discuss Request from Helen R. Phillips, Assessor of Upshur County, to Conduct Meeting with Various Representatives from the Upshur County Assessor’s Office and the State Tax Department

§7-1-3L. Authority to establish county appraisal-assessment board; functions and duties of board; duties of assessor.
In addition to all other powers and duties now conferred by law upon county courts, such courts are hereby authorized and empowered to establish a county appraisal-assessment advisory board. The purpose for which this board is created is to enable the county court, acting as the board of review and equalization, to better perform its duties in reviewing property assessments and to better inform the public with regard to assessments generally. The board is hereby authorized to review all appraisals made by the state tax commissioner under the provisions of section four, article nine-a, chapter eighteen of the code and all assessments made by the assessor and to submit to the county court all pertinent data and information gathered by the appraisal-assessment advisory board. The county assessor is hereby designated the secretary of the board. The assessor shall attend all meetings of the board. He shall keep record of all proceedings and shall transmit a copy of all such proceedings to the county court. The assessor shall also perform such other reasonable duties as may be required of him by the board.

2. Authorize President to Sign Agreement and Related Documentation for Juvenile Accountability Block Grant (JABG) --- 11-ABG-001 $12,711 --- 09-ABG-023 $2,289

3. Authorize President to Sign Settlement Claim Form and Related Documentation Regarding Civil Action 1:09-cv-00139 --- Cather v Séneca-Upshur Petroleum, et. al.
4. Approval of Volunteers:
   - Office of the Upshur County Sheriff - Tax Department: Kelly Michelle Page
   - Office of Emergency Services: Jamie E. Howes; Veronica M. Linger; Stephen L. Wykoff; Robin L. Pierson; Patricia R. Bailey; Heather N. Loutfi; Karen A. Cragle; Dorothy Vakdez

5. Approve Reinstatement of April D. Smith - Full-Time E911 Dispatcher as of 07-29-12 --- Currently Part-Time and Returning from an Approved Leave --- Vacation Balance and Sick Leave Balance to Zero But Employee to Receive Credit for Previous Service

6. Employment of Brain Wayne LaFontaine as Temporary Seasonal Maintenance Employee at the Rate of $8.00 Per Hour – Effective 07-19-12

7. Review Applications and Resumes for the Position of Assistant County Administrator – Consider Extending an Employment Offer --- Review to be in Executive Session Per WV Code 6-9A-4 --- Action to Extend Employment Offer to be in Open Session

6-9A-4. Exceptions.
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(b) An executive session may be held only upon a majority affirmative vote of the members present of the governing body of a public agency. A public agency may hold an executive session and exclude the public only when a closed session is required for any of the following actions:
(2) To consider:
(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

8. Approve Invoices, Purchase Orders, 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. Agendas and/or Notice of Meetings:
   - Upshur County Public Library Board July 17, 2012 Page 18
   - Upshur County Youth Camp Board July 19, 2012 Page 19

2. Meeting Minutes and/or Financial Reports:
   - Upshur County Public Library Board June 19, 2012 Page 20

3. Meetings:
   - 07/30/12 6:00 p.m. Region VII Planning & Development Council
   - 08/01/12 12:00 p.m. Upshur County Senior Center Board
   - 08/01/12 12:00 p.m. Upshur County Development Authority – Annual Meeting
   - 08/02/12 7:00 p.m. Banks District Volunteer Fire Department
   - 08/02/12 7:00 p.m. Selbyville Volunteer Fire Department
   - 08/07/12 6:00 p.m. Elkins Road Public Service District
   - 08/07/12 6:00 p.m. Hodgesville Public Service District
   - 08/08/12 1:30 p.m. Upshur County Conventions & Visitors Bureau
   - 08/08/12 7:30 p.m. Warren District Volunteer Fire Department
   - 08/09/12 1:00 p.m. Adrian Public Service District
4. Appointments Needed or Upcoming:

- Buckhannon-Upshur Airport Authority --- (Richard Clemens --- 06/30/12) --- City
- Buckhannon-Upshur Airport Authority --- (Vacant Position – 06/30/12) --- County
- Buckhannon-Upshur Health Department --- (Dalton Cutright --- 06/30/12) --- City
- Buckhannon-Upshur Parks & Recreation Board --- (Richard Edwards --- 06-30-12) --- City
- Buckhannon-Upshur Parks & Recreation Board --- (Doug Bush - 06-30-12) --- Bd. of Education
- Buckhannon-Upshur Parks & Recreation Board --- (Joe Fealy --- 06-30-12) --- County
- Buckhannon-Upshur Parks & Recreation Board --- (Laura Reed --- 06-30-12) --- County
- Buckhannon-Upshur Parks & Recreation Board --- (Vacant Position --- 06-30-13) --- County
- James W. Curry Advisory Board --- (William A. Parker --- 12-30-12) --- County
- James W. Curry Advisory Board --- (Mark Riggs --- 12-30-12) --- County
- James W. Curry Advisory Board --- (Vacant --- 12-30-12) --- County
- Elkins Road Public Service District --- (Carey Wagner --- 09-30-12) --- County
- Hodgesville Public Service District --- (Robert Wright --- 06-30-12) --- County
- Region VII Planning & Development Council --- (William A. Parker --- 12/31/12) --- County
- Region VII Planning & Development Council --- (Connie Tenney --- 12/31/12) --- County
- Region VII Planning & Development Council --- (Sam Nolte --- 12/31/12) --- County
- Region VII Planning & Development Council --- (Dr. Pamela Balch --- 12/31/12) --- County
- Region VII Planning & Development Council --- (A.G. Trusler --- 12/31/12) --- County
- Upshur County Building Commission --- (Richard Ralston II --- 11-10-12) --- County
- Upshur County Civil Service Board --- (Terry D. Reed --- 12-31-12) --- County Bar Association
- UC Enhanced Emergency Telephone Advisory Board - (Rodney Rolenson 06-30-12) - Law Rep
- UC Enhanced Emergency Telephone Advisory Board -- (Steve Long - 06-30-12) – Fire Service
Next Regular Meeting of the Upshur County Commission
August 02, 2012 --- 09:00 a.m.
Upshur County Courthouse Annex