Upshur County Commission
Agenda

Location of Meeting: Upshur County Courthouse Annex
Date of Meeting: August 02, 2012

09:00  Moment of Silent Meditation --- Pledge of Allegiance
  • Approval of Minutes: July 26, 2012

09:00  Laura Meadows, Executive Director – Upshur County Convention and Visitors Bureau
  • Annual Report to the County Commission

11:15  William A. Parker, County Administrator, and James L. Farry, Jr. Director OEM
  • Public Sector Employees Serving as Volunteers for the Public Employer

13:30  Brian P. Gaudet, Clerk of the Circuit Court
  • Review Estimates from Software Systems Incorporated for PDF File Format Capability and Case File Tracking

14:15  Janella Cochran, Chief Pound Attendant, and Randy Squires, Pound Attendant
  • Operations at the Lewis-Upshur Animal Control Facility --- Wednesday Hours --- Weekend Operations and Care of Animals by Personnel

15:00  Review Applications and Resumes for the Position of Assistant County Administrator - Review to be in Executive Session Per WV Code 6-9A-4

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:
(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.

16:30  Consider Establishment of Upshur County Appraisal-Assessment Advisory Board --- 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.
Items for Discussion / Action / Approval:

1. Approve Resolution Changing the Control of Cable Television Franchise Agreement from Cequel III Communications II, LLC to Nespresso Acquisition Corporation

2. 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. Invitation to Open House for the Elkins Office of Work Force West Virginia

2. Upshur County Sheriff’s Financial Statement June 2012

3. Financial Reports - Information
   • General County Fund Fiscal Year-to-Date and Month of June
   • Coal Severance Fund Fiscal Year-to-Date and Month of June

4. Agendas and/or Notice of Meetings:
   • Upshur County Development Authority August 01, 2012
   • Upshur County Farmland Protection Board August 23, 2012
   • Upshur County Fire Board August 23, 2012
   • Upshur County Solid Waste Authority August 13, 2012

5. Meeting Minutes and/or Financial Reports:
   • Upshur County Development Authority June 20, 2012

6. 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
   • 08/09/12 3:00 p.m. Tennerton Public Service District
   • 08/09/12 6:30 p.m. Upshur County Safe Sites & Structures Ordinance Board
   • 08/09/12 7:30 p.m. Buckhannon Volunteer Fire Department
   • 08/10/12 7:00 a.m. Buckhannon Upshur Airport Authority
   • 08/13/12 12:00 p.m. Upshur County Family Resource Network
   • 08/13/12 4:30 p.m. Upshur County Solid Waste Authority
   • 08/13/12 6:00 p.m. Lewis-Upshur-Braxton Community Corrections Board
   • 08/13/12 6:00 p.m. Buckhannon-Upshur Recreational Park Advisory Board
   • 08/14/12 4:00 p.m. Upshur County Public Library Board
7. 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
- Upshur County Fire Board --- (Joe Malcolm --- 06-30-12 --- 2nd Term) --- Fire Association
- Upshur County Fire Board --- (Ed Beer --- 06-30-12 --- 1st Term) --- County
- Upshur County Safe Structures & Sites Board --- (Jeff Wamsley --- 06-30-12) --- Fire Chief
- Upshur County Safe Structures & Sites Board --- (Dr. Ramirez --- 06-30-12) --- County
- Upshur County Safe Structures & Sites Board --- (Mary Anne Newman --- 06-30-12) --- County
- Upshur County Solid Waste Authority --- (Robert Wines - 06-30-12) - Soil Conservation District

Next Regular Meeting of the Upshur County Commission
August 09, 2012 --- 09:00 a.m.
Upshur County Courthouse Annex