Upshur County Commission

Agenda

Location of Meeting: Upshur County Courthouse Annex
Date of Meeting: January 13, 2011

09:00 Moment of Silent Meditation --- Pledge of Allegiance
   • Approval of Minutes: January 06, 2011

09:00 Merrily Cheek, Program Director for the Community Corrections Program
   • Employment of Personnel
     ▪ Jerry Lewis, Part-Time Case Aide, at the Rate of $8.00 Per Hour with an Effective Date of Employment as of Tuesday, January 18, 2011
     ▪ Approval of Interns from West Virginia Wesleyan College
       ▪ Zack Perkey
       ▪ Kayla Wagner
       ▪ Adam Neugebauer

10:30 Virgil D. Miller, Sheriff
   • Executive Session Per WV Code 6-9A-4 --- Discussion Concerning Pending and/or On-going Investigation

13:30 Upshur County Policy Board --- Meeting with Elected Officials

**Items for Discussion / Action / Approval:**

1. Recommendation from the Upshur County Deputy’s Association to Re-appoint Richard Kitzmiller to the Upshur County Civil Service Board  
   Page 1

2. Approval for the Placement of a Civil War Historical Marker on the Front Lawn of the Upshur County Courthouse  
   Page 2

3. Approval & Authorization for the President to Sign Grant Contract and Related Documentation with the West Virginia Development Office:
   • Literacy Volunteers of Upshur County --- $2,000  
     Page 3-10
   • Upshur County Historical Society --- $3,000  
     Page 11-18
   • Arlington Community Building --- $1,000  
     Page 19-26

4. Consider Exoneration for JM Eagle for the Current Tax Year Due to an Incorrect Filing by the Taxpayer on their Industrial Business Property Tax Return --- Correction Would Result in a Reduction of Projected Tax Revenue of Approximately $45,000 to the County Commission and Approximately $95,000 to the Board of Education --- Review of Industrial Business Property Tax Return May Be Conducted in Executive Session Per WV Code 6-9A-4

5. 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. Copy of Funding Subcommittee Report --- West Virginia Volunteer Fire Department Workers Compensation Group  
   Page 27-33

2. IRS Mileage Rates for 2011  
   Page 34

3. Audit Reports for the Upshur County Development Authority for Period Ending June 30, 2009 and June 30, 2010  
   Separate Packet

4. Upshur County Road Name Index as of January 12, 2011  
   Page 35-51

5. Regional Jail Cost Information  
   Page 52-53

6. Upshur County Sheriff’s Financial Statement for December 2010  
   Page 54

7. Financial Report Information:
   • General County Fund Fiscal Year-to-Date and December 2010  
     Page 55-57
   • Coal Severance Fund Fiscal Year-to-Date and Quarterly Report  
     Page 58-60

8. Lewis-Upshur Animal Control Facility Report for 2010  
   Page 61-62

9. Upshur County E911 Communication Center Reports:
   • Monthly Call Summary Report  December 2010  
     Page 63-66
   • Monthly Department Call Summary Report  December 2010  
     Page 67-76
   • Yearly Call Summary Report  01/10 – 12/10  
     Page 77-83
   • Yearly Departmental Call Summary Report  01/10 – 12/10  
     Page 84-111
   • Yearly Wrecker Log Report  01/10 – 12/10  
     Page 112-119

10. Agendas and/or Notice of Meetings:
    • Adrian Public Service District  January 13, 2011  
      Page 120
    • Buckhannon-Upshur Airport Authority  January 12, 2011  
      Page 121
    • Upshur County Fire Board  January 20, 2011  
      Page 122

11. Meeting Minutes and/or Financial Reports:
    • Buckhannon-Upshur Airport Authority  December 08, 2010  
      Page 123

12. Meetings:
    • 01/04/11  6:00 p.m.  Elkins Road Public Service District
    • 01/04/11  6:00 p.m.  Hodgesville Public Service District
    • 01/10/11  12:00 p.m.  Upshur County Family Resource Network
    • 01/10/11  4:30 p.m.  Upshur County Solid Waste Authority
    • 01/10/11  6:00 p.m.  Buckhannon-Upshur Recreational Park Advisory Board
    • 01/10/11  6:00 p.m.  Community Corrections Board – Lewis County
    • TBA  7:00 a.m.  Upshur County Development Authority – Executive Board
    • 01/12/11  7:30 a.m.  Buckhannon Upshur Airport Authority
    • 01/12/11  1:30 p.m.  Upshur County Conventions & Visitors Bureau
    • 01/13/11  1:00 p.m.  Adrian Public Service District
    • 01/13/11  3:00 p.m.  Tennerton Public Service District
<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>01/13/11</td>
<td>6:30 p.m.</td>
<td>Upshur County Safe Sites &amp; Structures Ordinance Board</td>
</tr>
<tr>
<td>01/17/11</td>
<td>7:00 p.m.</td>
<td>Upshur County Fair Association</td>
</tr>
<tr>
<td>01/18/11</td>
<td>10:00 a.m.</td>
<td>Wes-Mon-Ty RCD</td>
</tr>
<tr>
<td>01/18/11</td>
<td>5:00 p.m.</td>
<td>UC Enhanced Emergency Telephone Advisory Board</td>
</tr>
<tr>
<td>01/19/11</td>
<td>10:00 a.m.</td>
<td>James W. Curry Advisory Board</td>
</tr>
<tr>
<td>01/19/11</td>
<td>7:00 p.m.</td>
<td>Lewis Upshur LEPC</td>
</tr>
<tr>
<td>01/19/11</td>
<td>4:00 p.m.</td>
<td>Upshur County Public Library Board</td>
</tr>
<tr>
<td>01/19/11</td>
<td>6:30 p.m.</td>
<td>Upshur County Youth Camp Board</td>
</tr>
<tr>
<td>01/19/11</td>
<td>6:30 p.m.</td>
<td>Upshur County Fire Board</td>
</tr>
<tr>
<td>TBA</td>
<td>3:00 p.m.</td>
<td>North Central WV Trade Development Assoc.- Clarksburg</td>
</tr>
<tr>
<td>TBA</td>
<td>7:00 p.m.</td>
<td>Region VII Planning &amp; Development Council</td>
</tr>
</tbody>
</table>

### 13. Board of Review and Equalization Meeting Schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 01, 2011</td>
<td>Tuesday</td>
<td>No Appointments – Review Property Books</td>
</tr>
<tr>
<td>February 03, 2011</td>
<td>Thursday</td>
<td>Appointments May Commence at 13:30</td>
</tr>
<tr>
<td>February 04, 2011</td>
<td>Friday</td>
<td>Appointments May Commence at 09:00</td>
</tr>
<tr>
<td>February 09, 2011</td>
<td>Wednesday</td>
<td>Appointments May Commence at 09:00</td>
</tr>
<tr>
<td>February 10, 2011</td>
<td>Thursday</td>
<td>Appointments May Commence at 14:30</td>
</tr>
<tr>
<td>February 15, 2011</td>
<td>Tuesday</td>
<td>Appointments May Commence at 09:00</td>
</tr>
<tr>
<td>February 17, 2011</td>
<td>Thursday</td>
<td>Appointments May Commence at 13:30</td>
</tr>
<tr>
<td>February 22, 2011</td>
<td>Tuesday</td>
<td>Coal – Oil &amp; Gas Appointments --- 09:00</td>
</tr>
<tr>
<td>February 24, 2011</td>
<td>Thursday</td>
<td>Adjournment as BORE</td>
</tr>
</tbody>
</table>

### 14. Appointments Needed or Upcoming:

- Buckhannon-Upshur Airport Authority --- (Robert Baker 06-30-11) --- County
- Buckhannon-Upshur Airport Authority --- (Glenn Davis 06-30-11) --- City
- Buckhannon-Upshur Airport Authority --- (Charles Anderegg 06-30-11) --- County
- Buckhannon-Upshur Board of Health --- (Amy Rohr-Queen 06-30-11) --- County
- Buckhannon-Upshur Parks & Recreation Ad Bd. --- (Tappan Squires 06-30-11) --- City
- Buckhannon-Upshur Parks & Recreation Ad Bd. --- (Alan Suder 06-30-11) --- Bd. of Educ.
- James W. Curry Advisory Board --- (Craig Presar 12-31-11) --- County
- James W. Curry Advisory Board --- (Jerry Reynolds 12-31-11) --- County
- Region VII Planning & Development Council --- (William A. Parker 12-31-11) --- County
- Region VII Planning & Development Council --- (Connie Tenney 12-31-11) --- County
- Region VII Planning & Development Council --- (Vacant Position 12-31-10) --- County
- Region VII Planning & Development Council --- (Dr. Pamela Balch 12-31-11) --- County
- Region VII Planning & Development Council --- (AG Trusler 12-31-11) --- County
- Tennerton Public Service District --- (Rex Reeder 07-31-11) --- County
- Upshur County Building Commission --- (Joe Malcolm 11-10-11) --- County
- Upshur County Development Authority --- (Glenn Hawkins 06-30-11) --- County
- Upshur County Development Authority --- (Glenn Hawkins 06-30-11) --- County
- Upshur County Development Authority --- (Sue Johnson-Phillippe 06-30-11) --- County
- Upshur County Development Authority --- (Don Nestor 06-30-11) --- County
- Upshur County Development Authority --- (Dennis Xander 06-30-11) --- County
- Upshur County Development Authority --- (Sharon McNemar 06-30-11) --- County
- Upshur County Development Authority --- (William Wellings 06-30-11) --- County
- UC Enhanced Emergency Telephone Ad. Bd. --- (Joey Baxa 06-30-11) --- County – EMS
- UC Enhanced Emergency Telephone Ad. Bd. -- (Betty Hinkle 06-30-11) --- County – Comm.
• Upshur County Fire Board -- (George Smith 06-30-11) --- County – 3rd District – Community
• Upshur County Library Board --- (Neil Brake 06-30-11) --- County / Board of Education
• Upshur County Solid Waste Authority --- (Jacqueline McDaniels 06-30-11) --- PSC
• Upshur County Youth Camp Board -- (Debbie Miller 05-31-11) -- County – Nomination Req.
• Upshur County Youth Camp Board --- (Debbie Hull 05-31-11) --- County – Nomination Req.

Next Regular Meeting of the Upshur County Commission
January 20, 2011 --- 09:00 a.m.
Upshur County Courthouse Annex