Upshur County Commission
Agenda

Location of Meeting: Upshur County Courthouse Annex
Date of Meeting: October 18, 2012

09:00  Moment of Silent Meditation --- Pledge of Allegiance
   •  Approval of Minutes: October 11, 2012

09:00  Proclamations
   •  Red Ribbon Week --- October 22nd through October 28th
   •  Domestic Violence Awareness Month

13:30  Election Equipment Test & Verification

Items for Discussion / Action / Approval:

1. Approval of Organizational Reporting Structure for Various Departments of the Upshur County Commission

2. Approval of Quote from Crites Electric for Materials & Installation of 20 KW Generac Generator at the James W. Curry Library

3. Approval of Contract with the West Virginia Development Office Regarding the Community Participation Grant ($4,000) for the French Creek Historical Presbyterian Church


5. Review of Property Tax Book(s) Before Consideration in the Establishment of Upshur County Appraisal-Assessment Advisory Board

§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.

6. 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. Regional Jail Cost Information
2. Upshur County Sheriff’s Monthly Financial Report

3. General County Fund Financial Information:
   - Fiscal Year-to-Date Revenues & Expenditures
   - Month of September Revenues – Expenditures – Cash Balance

4. Aggregate Report for Medical & Prescription Fiscal Year Costs

5. NACo Prescription Drug Discount Card Program Report


9. Upshur County Communications Center Reports:
   - Monthly Call Summary Report September 2012
   - Monthly Departmental Call Summary Report September 2012
   - Monthly Wrecker Log Report September 2012

10. Agendas and/or Notice of Meetings:
   - City Council of Buckhannon October 18, 2012
   - Upshur County Public Library Board October 16, 2012

11. Meeting Minutes and/or Financial Reports:
   - Buckhannon-River Watershed Association October 08, 2012
   - Tennerton Public Service District September 12, 2012
   - Upshur County Convention & Visitors’ Bureau October 10, 2012

12. Meetings:
   - 10/02/12  6:00 p.m.  Hodgesville Public Service District
   - 10/02/12  6:00 p.m.  Elkins Road Public Service District
   - 10/03/12  12:00 p.m. Upshur County Senior Center Board
   - 10/04/12  7:00 p.m.  Banks District Volunteer Fire Department
   - 10/04/12  7:00 p.m.  Selbyville Volunteer Fire Department
   - 10/08/12  6:00 p.m.  Buckhannon River Watershed Association
   - 10/09/12  4:30 p.m.  Upshur County Solid Waste Authority
   - 10/09/12  7:00 p.m.  Adrian Volunteer Fire Department
   - 10/09/12  7:00 p.m.  Ellamore Volunteer Fire Department
   - 10/10/12  7:00 a.m.  Upshur County Development Authority – Exec. Board
   - 10/10/12  1:30 p.m.  Upshur County Conventions & Visitors Bureau
   - 10/10/12  7:30 p.m.  Warren District Volunteer Fire Department
   - 10/11/12  1:00 p.m.  Adrian Public Service District
   - 10/11/12  3:00 p.m.  Tennerton Public Service District
   - 10/11/12  6:30 p.m.  Upshur County Safe Sites & Structures Ordinance Board
   - 10/11/12  7:30 p.m.  Buckhannon Volunteer Fire Department
   - 10/12/12  7:00 a.m.  Buckhannon Upshur Airport Authority
   - 10/15/12  12:00 p.m. Buckhannon-Upshur Chamber of Commerce
   - 10/15/12  12:00 p.m. Upshur County Family Resource Network
• 10/15/12  6:00 p.m.  Lewis-Upshur-Braxton Community Corrections Board
• 10/15/12  6:00 p.m.  Buckhannon-Upshur Recreational Park Advisory Board
• 10/15/12  7:00 p.m.  Upshur County Fair Association
• 10/16/12  10:00 a.m.  Wes-Mon-Ty Resource Conservation & Development
• 10/16/12  4:00 p.m.  Upshur County Public Library Board
• 10/16/12  5:00 p.m.  UC Enhanced Emergency Telephone Advisory Board
• 10/17/12  7:00 p.m.  Lewis Upshur LEPC
• 10/18/12  6:30 p.m.  Upshur County Youth Camp Board
• 10/18/12  6:30 p.m.  Upshur County Fire Board
• 10/21/12  6:00 p.m.  Washington District Volunteer Fire Department
• 10/22/12  6:30 p.m.  Region VII Planning & Development Council
• 10/24/12  7:00 a.m.  Upshur County Development Authority – Full Board
• 10/24/12  10:00 a.m.  James W. Curry Advisory Board
• 10/25/12  4:00 p.m.  Upshur County Farmland Preservation Board
• 10/29/12  6:00 p.m.  Upshur County Firefighters Association

13. Appointments Needed or Upcoming:
   • 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
   • 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 Convention & Visitors’ Bureau --- (Vacant - Tourism --- 06/30/15) --- 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 Rolenison 06-30-12) - Law Rep
   • Upshur County Solid Waste Authority --- (Robert Wines - 06-30-12) - Soil Conservation District

Next Regular Meeting of the Upshur County Commission
October 25, 2012 --- 09:00 a.m.
Upshur County Courthouse Annex