Upshur County Commission
Agenda

Location of Meeting: Upshur County Courthouse Annex
Date of Meeting: December 20, 2012

09:00 Moment of Silent Meditation --- Pledge of Allegiance
  • Approval of Minutes: December 13, 2012

09:00 Virgil D. Miller, Sheriff, and Shelia M. Adams, Chief Tax Deputy
  • Final Disposition of 2011 Real Estate Taxes

Non- Agenda Activities
12:00 Lunch –Discussion on Substance Abuse – Chapel Hill UM Church
13:00 Oath of Office – Elected Officials – Circuit Courtroom
14:30 Office of Emergency Management – Electric System Infrastructure Review

Items for Discussion / Action / Approval:

1. Consider Requirement of Direct Deposit for Payment of Wages -- Second Payroll 02/2013 – The Documentation Required by First Payroll 02/2013 --- As of January 2013 Payroll Check Distribution Policy Will Be Changed --- Payroll Checks Will be Available at the Office of the Upshur County Clerk Payroll / Bookkeeping as of 12:00 p.m. on Friday --- Employee (or Spouse If Written Authorization is Provided by Employee) Must Pick-Up and Sign for Check --- In Lieu of Pick-Up, Employee May File Request for All Payroll Checks to be Mailed on Friday --- Checks Not Picked Up by Close of Business Will Be Mailed

§21-5-3. Payment of wages by employers other than railroads; assignments of wages.
(a) Every person, firm or corporation doing business in this state, except railroad companies as provided in section one of this article, shall settle with its employees at least once in every two weeks, unless otherwise provided by special agreement, and pay them the wages due, less authorized deductions and authorized wage assignments, for their work or services.
(b) Payment required in subsection (a) of this section shall be made:
(1) In lawful money of the United States;
(2) By cash order as described and required in section four of this article;
(3) By deposit or electronic transfer of immediately available funds into an employee's payroll card account in a federally insured depository institution. The term "payroll card account" means an account in a federally insured depository institution that is directly or indirectly established through an employer and to which electronic fund transfers of the employee's wages, salary, commissions or other compensation are made on a recurring basis, whether the account is operated or managed by the employer, a third-party payroll processor, a depository institution or another person. "Payroll card" means a card, code or combination thereof or other means of access to an employee's payroll card account, by which the employee may initiate electronic fund transfers or use a payroll card to make purchases or payments. Payment of employee compensation by means of a payroll card must be agreed upon in writing by both the person, firm or corporation paying the compensation and the person being compensated.
(4) By any method of depositing immediately available funds in an employee's demand or time account in a bank, credit union or savings and loan institution that may be agreed upon in writing between the employee and such person, firm or corporation, which agreement shall specifically identify the employee, the financial institution, the type of account and the account number: Provided, That nothing herein contained shall be construed in a manner to require any person, firm or corporation to pay employees by depositing funds in a financial institution.

2. Consider Approval of Additional One Half Day on December 24th Without Charge Against Annual Leave as Granted to State Employees --- Grant Additional One Half Day for December 31st Without Charge Against Annual Leave If Granted to State Employees

3. Consider Quote for L&T Farm Equipment For Back Hoe Attachment
4. Resignation from the Enhanced Emergency Telephone Advisory Board by James L. Farry, Jr. as of December 31, 2012

5. Approve Invoices, Purchase Orders, Budget Revisions / Financial Reports or Information, Correction of Erroneous Assessments, Exoneration/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. Minor Boundary Annexation Application & Governing Statute --- WV Armory National Guard Location, Upshur County Wellness Complex and Related Property for Utility Right-of-Way in the Brushy Fork Area --- Hearing at 10:30 a.m. on Thursday, 01-24-2013

2. Upshur County Sheriff’s Financial Statement November 2012 Page 4

3. Financial Information – General County Fund --- Fiscal Year-to-Date Revenues & Expenditures & November 2012 Revenues – Expenditures – Cash Balance Page 5-7

4. Agendas and/or Notice of Meetings: None

5. Meeting Minutes and/or Financial Reports: None

6. Meetings:
   - TBA 12:00 p.m. Buckhannon-Upshur Chamber of Commerce
   - 12/03/12 12:00 p.m. Upshur County Family Resource Network
   - 12/04/12 6:00 p.m. Hodgesville Public Service District
   - 12/04/12 6:00 p.m. Elkins Road Public Service District
   - 12/05/12 12:00 p.m. Upshur County Senior Center Board
   - 12/06/12 7:00 p.m. Banks District Volunteer Fire Department
   - 12/06/12 7:00 p.m. Selbyville Volunteer Fire Department
   - 12/10/12 4:30 p.m. Upshur County Solid Waste Authority
   - 12/10/12 6:00 p.m. Lewis-Upshur-Braxton Community Corrections Board
   - 12/10/12 6:00 p.m. Buckhannon-Upshur Recreational Park Advisory Board
   - 12/11/12 7:00 p.m. Adrian Volunteer Fire Department
   - 12/11/12 7:00 p.m. Ellamore Volunteer Fire Department
   - 12/12/12 7:30 a.m. Upshur County Development Authority – Exec. Board
   - 12/12/12 1:30 p.m. Upshur County Conventions & Visitors Bureau
   - 12/12/12 6:00 p.m. Buckhannon River Watershed Association
   - 12/12/12 6:00 p.m. Upshur County Citizens Corp - CERT
   - 12/12/12 7:30 p.m. Warren District Volunteer Fire Department
   - 12/13/12 1:00 p.m. Adrian Public Service District
   - 12/13/12 3:00 p.m. Tennerton Public Service District
   - 12/13/12 4:00 p.m. Upshur County Farmland Preservation Board
   - 12/13/12 6:30 p.m. Upshur County Safe Sites & Structures Ordinance Board
   - 12/13/12 7:30 p.m. Buckhannon Volunteer Fire Department
   - 12/14/12 7:00 a.m. Buckhannon Upshur Airport Authority
   - 12/16/12 6:00 p.m. Washington District Volunteer Fire Department
   - 12/17/12 7:00 p.m. Upshur County Fair Association
7. 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
   • Elkins Road Public Service District --- (Vacant Position --- 09-30-16) --- County
   • James W. Curry Advisory Board --- (William A. Parker --- 12/31/12) --- 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 Rolenson 06-30-12) - Law Rep
   • UC Enhanced Emergency Telephone Advisory Board - (Vacant Position --- 06-30-13)
   • Upshur County Solid Waste Authority --- (Robert Wines - 06-30-12) - Soil Conservation District

Next Regular Meeting of the Upshur County Commission
January 03, 2013 --- 09:00 a.m.
Upshur County Courthouse Annex