Upshur County Commission
Agenda

Location of Meeting: Upshur County Courthouse Annex
Date of Meeting: February 26, 2009

09:00  Moment of Silent Meditation --- Pledge of Allegiance
  • Approval of Minutes: February 19, 2009

09:00  Jacob E. Reger, Prosecuting Attorney, & Laura Queen, Victim’s Advocate
  • Victims of Crime Act (VOCA) Grant Application and Related Documentation

09:15  Merrily M. Cheek, Case Manager - 26th Judicial Circuit Community Corrections Program
  • Court Security Grant Application and Related Documentation

13:30  Bid Opening --- Tower Construction Project

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

1. Procedures to Dispatch Wrecker Services --- Review for Feb 12th & Feb 19th --- Action Item for February 26th --- Review Required at Least Every Three Years

2. Approval of Contracts (AIA B102-2007 & AIA B201-2007) with VanNostrand Architects, PLLC for the Courthouse HVAC Renovation Project

3. Approval of Help Wanted Ad for the Office of the Upshur County Clerk

4. Approval of Job Description for the Director of the Office of Emergency Management – Required for Submission of Vista Grant

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. Newsletter (Mountain Views) from the West Virginia Counties Risk Pool

2. Statewide Financial Information Concerning Limited Video Lottery:
   • Alphabetic Listing by County
   • Listing by Low to High on Amount Played by County

3. Copy of Correspondence from Mitch Tacy, Fire Chief for the City of Buckhannon, to the Upshur County E911 Personnel

6. Board of Review & Equalization Schedule

- February 02, 2009  Monday  Review Property Books
- February 05, 2009  Thursday  Appointments – 13:30
- February 09, 2009  Monday  Coal, Oil & Gas Hearings
- February 10, 2009  Tuesday  Coal, Oil & Gas Hearings
- February 12, 2009  Thursday  Industrial Hearings
- February 17, 2009  Tuesday  Appointments – 09:00
- February 19, 2009  Thursday  Appointments – 13:30
- February 20, 2009  Friday  Appointments – 09:00
- February 25, 2009  Wednesday  Appointments – 09:00
- February 26, 2009  Thursday  Appointments – 14:00

7. Budget Meetings – Sessions:

- Monday  March 09, 2009  09:00  Budget Overview
- Tuesday  March 10, 2009  09:00  Buckhannon-Upshur Airport Authority
  “  “  09:30  Circuit Clerk – Brian P. Gaudet
  “  “  10:00  County Clerk – Debbie Thacker Wilfong
  “  “  10:30  Prosecuting Attorney – Jacob E. Reger
  “  “  11:30  General County /Coal Severance Budget
- Wednesday  March 11, 2009  09:00  Sheriff – Virgil D. Miller
  “  “  10:00  Assessor – Helen R. Phillips
  “  “  10:30  Maintenance – G
  “  “  11:00  Addressing & Mapping – Terri Jo Bennett
  “  “  13:30  E911 Center – N. Louise Bleigh
  “  “  14:00  Animal Control /Dog Warden - JC & GH
  “  “  14:30  Community Corrections – MC & RR
  “  “  15:00  Housekeeping / Janitorial – Chris Smith
  “  “  15:00  General County /Coal Severance Budget
- Thursday  March 12, 2009  14:00  UCFRN / CV Center – JLHT & Others
  “  “  15:00  UC Emergency Medical Service
  “  “  15:30  General County /Coal Severance Budget
- Wednesday  March 18, 2009  13:30  Office of Emergency Services – J. Farry
  “  “  14:00  CERT – Darrell Bennett and/or Others
  “  “  14:30  UC Development Authority – S. Foster
  “  “  15:00  General County /Coal Severance Budget
- Thursday  March 19, 2009  14:30  Upshur County Public Library
  “  “  15:00  James W. Curry Advisory Board
  “  “  15:30  General County /Coal Severance Budget
- Friday  March 20, 2009  09:00  General County /Coal Severance Budget
  “  “  09:30  Upshur County Youth Camp Board
  “  “  10:00  General County /Coal Severance Budget

8. Agendas and/or Notice of Meetings:

- Upshur County Development Authority  February 25, 2009
- Upshur County Youth Camp Board  February 19, 2009

9. Meetings Minutes and/or Financial Reports:

12. Meetings:
   - 03/03/09  6:00 p.m.  Elkins Road Public Service District
   - 03/03/09  7:00 p.m.  Hodgesville Public Service District
   - 03/04/09  6:30 p.m.  SUBA -Dinner
   - 03/09/09  12:00 p.m.  Upshur County Family Resource Network
   - 03/09/09  6:00 p.m.  Buckhannon-Upshur Recreational Park Advisory Board
   - 03/09/09  6:00 p.m.  Upshur County Solid Waste Authority
   - 03/10/09  7:00 a.m.  Buckhannon Upshur Airport Authority
   - 03/11/09  7:00 a.m.  Upshur County Development Authority – Ex. Board
   - 03/11/09  3:00 p.m.  Tennerton Public Service District
   - 03/11/09  6:00 p.m.  Buckhannon River Watershed Association
   - 03/11/09  7:00 p.m.  Upshur County Litter Control Committee
   - 03/12/09  6:30 p.m.  Upshur County Safe Sites & Structures Ordinance Board
   - 03/13/09  1:00 p.m.  Adrian Public Service District
   - 03/16/09  7:00 p.m.  Upshur County Fair Association
   - 03/17/09  10:00 a.m.  Wes-Mon-Ty RCD
   - 03/17/09  5:00 p.m.  UC Enhanced Emergency Telephone Advisory Board
   - 03/18/09  10:00 a.m.  James W. Curry Advisory Board
   - 03/18/09  4:00 p.m.  Upshur County Public Library Board
   - 03/18/09  7:00 p.m.  Lewis Upshur LEPC
   - 03/18/09  6:00 p.m.  26th Judicial Circuit Community Corrections Board
   - 03/19/09  6:30 p.m.  Upshur County Fire Board
   - 03/19/09  6:30 p.m.  Upshur County Youth Camp Board
   - TBA  6:00 p.m.  Region VII Planning & Development Council
   - 03/25/09  7:00 a.m.  Upshur County Development Authority Board

13. Appointments Needs or Upcoming:
   - Region VII Planning & Development Council --- (William A. Parker 12/31/08) ---County
   - Region VII Planning & Development Council --- (Connie Tenney 12/31/08) ---County
   - Region VII Planning & Development Council --- (Commissioner 12/31/08) ---County
   - Region VII Planning & Development Council --- (French Armstrong 12/31/08) ---County
   - Region VII Planning & Development Council --- (Dr. Pamela Balch 12/31/08) ---County
   - Region VII Planning & Development Council --- (Andy Duncan 12/31/08) ---County
   - Upshur County Building Commission --- (AG Trusler 11/10/08) --- County
   - Upshur County Civil Service Board --- (Terry D. Reed 12/31/08) --- Bar Association
   - Upshur County Development Authority --- (Vacant Position 06/30/11) --- County
   - UC Enhanced Emergency Telephone Ad. Bd. --- (Vacant Position 06/30/11) --- EMS
   - UC Safe Structures & Sites Ordinance Bd. -- (G. Bonnett 06/30/08) – Fire Chief - County

Next Regular Meeting of the Upshur County Commission
March 05, 2009 --- 09:00 a.m.
Upshur County Courthouse Annex