Upshur County Commission
Agenda

Location of Meeting: Upshur County Courthouse Annex
Date of Meeting: September 11, 2014

9:00  Moment of Silent Meditation, In Remembrance of all September 11, 2001 Victims
   •  Pledge of Allegiance
   •  Approval of Minutes: August 28, 2014

9:03  Moment of Silence --- Moment of Silence for September 11, 2001 Victims aboard United Airlines Flight 175

9:15  Sandra Phillips --- Resident Complaint

9:30  Sheriff Coffman --- Introduction of New Deputies, William T. Chidester and Sean Jeffrey Kundrat

9:37  Moment of Silence --- Moment of Silence for September 11, 2001 Victims aboard American Airlines Flight 77

10:03 Moment of Silence --- Moment of Silence for September 11, 2001 Victims aboard United Airlines Flight 93

Items for Discussion / Action / Approval:

1. Resignation of Jodi L. Marin, E911 Telecommunicator --- Effective September 12, 2014

2. Approval of Advertisement for Full Time and Part Time E911 Communications Center Telecommunicators at the rate of $10.00 per hour.

3. Resignation of Jason L. Queen, Deputy Sheriff --- Effective September 15, 2014

4. Employment of Full Time Deputy Sheriff, Sean Jeffrey Kundrat, Effective September 21, 2014 at the rate of $16.00 per hour increasing to $16.31 per hour after completion of required training

5. Approval of Tax Department Volunteer, Luke Elliot Blake --- Effective September 18, 2014

6. Employment of Full Time Animal Control Officer, John Slaughter --- Effective September 15, 2014 at the rate of $9.00 per hour and increasing to $9.50 per hour after completion of required training

7. Authorization for Kelley J. Cunningham, County Administrator, to use J.C. Raffety’s official signature stamp to sign required documentation of behalf of the Upshur County Commission

8. Authorization for Carrie L. Wallace, Assistant County Administrator, to use J.C. Raffety’s official signature stamp to sign required documentation of behalf of the Upshur County Commission
9. Approval of Poll Workers, Alternates, and Emergency Ballot Commissioners for the November 4, 2014 General Election

10. Approval of Software Systems Maintenance Contract, Effective July 1, 2014 through June 30, 2015 with all maintenance levels remaining the same as last year

11. Approval of Environmental Systems Research Institute Contract, Effective September 1, 2014 through August 31, 2015

12. Approval and Signature of EMPG Sub-grant Application 2014 Funds in the amount of $32,702.00

13. Order Extending Time to Settle Estate Pursuant to WV Code §44-4-14 --- The Estate of Arnett Browne Corley

14. Approve Invoices for Payment, Purchase Card Invoices for Payment, 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. Correspondence from David W. McCauley, City Attorney --- 5.4 Acre Annexation on Brushy Fork Rd.

2. Correspondence from Jeff Palmer, Association of WV Solid Waste Authorities Chair --- Invitation to attend the 2014 WV Educational Conference on Litter Control and Solid Waste Management taking place October 19-21, 2014 at the Pullman Plaza in Huntington, WV

3. Correspondence from Robert C. Orndorff, Dominion Resource Services Managing Director State & Local Affairs --- Atlantic Coast Pipeline Informational Open House --- Wednesday September 17, 2014 from 4-8:00 pm at the Greek Alumni Room and Performing Arts Center Lobby on the West Virginia Wesleyan College Campus

4. Upshur County E911 Communication Center Reports --- August 2014
   ● Monthly Call Summary Report
   ● Monthly Departmental Summary Report
   ● Monthly & YTD Wrecker Report

5. Building Permit Report --- August 2014


7. Upshur County Children’s Festival --- Saturday, September 20, 2014 from 10 am to 2 pm at Stockert Youth Center

8. Agendas and/or Notice of Meetings:
   ● Elkis Road PSD August 5, 2014
9. Meeting Minutes
   • Elkins Road PSD September 2, 2014
   • Family Resource Network September 8, 2014
   • City Council of Buckhannon September 4, 2014

10. Meetings
   • 09/04/14 7:00 p.m. Banks District VFD
   • 09/04/14 7:00 p.m. Selbyville VFD
   • 09/02/14 6:00 p.m. Hodgesville PSD
   • 09/02/14 6:00 p.m. Elkins Road PSD
   • 09/10/14 12:00 p.m. Upshur County Senior Center Board
   • 09/10/14 1:30 p.m. Upshur County Conventions & Visitors Bureau
   • 09/10/14 6:00 p.m. Upshur County Citizens Corp - CERT
   • 09/10/14 7:30 p.m. Warren District VFD
   • 09/11/14 1:00 p.m. Adrian PSD
   • 09/11/14 3:00 p.m. Tennerton PSD
   • 09/11/14 4:30 p.m. Upshur County Safe Sites & Structures Ordinance Board
   • 09/11/14 7:30 p.m. Buckhannon VFD
   • 09/12/14 7:00 a.m. Buckhannon Upshur Airport Authority
   • 09/08/14 12:00 p.m. Upshur County Family Resource Network
   • 09/08/14 4:30 p.m. Upshur County Solid Waste Authority
   • 09/08/14 6:00 p.m. Buckhannon-Upshur Recreational Park Advisory Board
   • 09/08/14 6:00 p.m. Lewis-Upshur Community Corrections Board
   • 09/08/14 6:00 p.m. Buckhannon-Upshur Watershed Association
   • 09/09/14 10:00 a.m. Wes-Mon-Ty Resource Conservation & Development
   • 09/09/14 7:00 p.m. Adrian VFD
   • 09/09/14 7:00 p.m. Ellamore VFD
   • 09/17/14 6:30 p.m. Lewis Upshur LEPC
   • 09/18/14 6:30 p.m. Upshur County Youth Camp Board
   • 09/16/14 6:30 p.m. Upshur County Fire Board
   • 09/10/14 7:00 a.m. Upshur County Development Authority – Exec. Board
   • 09/21/14 6:00 p.m. Washington District VFD
   • 09/15/14 12:00 p.m. Buckhannon-Upshur Chamber of Commerce
   • 09/16/14 5:00 p.m. UC Enhanced Emergency Telephone Advisory Board
   • 10/04/14 4:00 p.m. Upshur County Public Library Board
   • 09/24/14 7:00 a.m. Upshur County Development Authority – Full Board
   • 09/25/14 4:00 p.m. Upshur County Farmland Preservation Board
   • 09/22/14 10:00 a.m. Mountain CAP of West Virginia, CDC
   • 09/24/14 10:00 a.m. James W. Curry Advisory Board
   • 09/24/14 12:00 p.m. Upshur County Development Authority
11. Appointments Needed or Upcoming:
   - Buckhannon-Upshur Parks & Rec Board (Vacant Position – 06-30-14) --- Board of Education
   - Buckhannon-Upshur Parks & Rec Board (Vacant Position – 06-30-14) --- County
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   - Upshur County Farmland Protection Board (Vacant Position -- 6-30-14) --- Community
   - Upshur County Safe Structures and Sites Board (Vacant Position – 6-30-14) --- Community
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   - Upshur County Civil Service Board (Vacant Position – 12-31-13) --- Commission
   - Upshur County Enhanced Emergency Telephone Bd (Vacant Position – 06-30-13) --- Community

Next Regular Meeting of the Upshur County Commission
September 18, 2014 --- 09:00 a.m.
Upshur County Courthouse Annex