Agenda packets are available electronically at [http://www.upshurcounty.org/agenda_and_minutes/index.php](http://www.upshurcounty.org/agenda_and_minutes/index.php) or by request to the Upshur County Commission Office at 304-472-0535

Location of Meeting: Upshur County Courthouse Annex  
Date of Meeting: November 14, 2019

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance  
Approval of Minutes:  
• November 7, 2019

9:05 a.m. Addie Helmick, Women’s Aid in Crisis – Discuss signage placement within Courthouse facilities

9:15 a.m. Upshur County Farmland Protection Board – Provide overview of program

9:30 a.m. Upshur County Tobacco Prevention Coalition – Presentation of Great American Smokeout Proclamation

Lori Ulderich Harvey, Upshur County Family Resource Network Director – Presentation of National Adoption Month Proclamation

9:45 a.m. Sandra Lancaster – Discuss neighborhood noise complaints and request for the adoption of a Public Nuisance Ordinance

2:00 p.m. Interview for the appointment to Prosecuting Attorney  
*Item may lead to Executive Session per WV Code §6-9A-4*

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

1. Correspondence from Corporal Rocky C. Hebb announcing his resignation as Deputy Sheriff, effective December 7, 2019. *  
*Item may lead to Executive Session per WV Code §6-9A-4*

2. Correspondence from Sheriff David H. Coffman advising that Corporal Rodney Rolenson will be appointed to the Buckhannon-Upshur Middle School as Prevention Resource Officer effective November 18, 2019. Upon approval, he will continue to supervise the Upshur County Home Confinement program.*  
*Item may lead to Executive Session per WV Code §6-9A-4*

3. Correspondence from Sheriff David H. Coffman advising that Corporal Dewaine Linger will be appointed to the Buckhannon-Upshur High School as Prevention Resource Officer effective December 16, 2019. *  
*Item may lead to Executive Session per WV Code §6-9A-4*

4. Approve Invoices for Payment, Purchase Card Invoices for Payment, Budget Revisions / Financial Reports or Information, Correction of Erroneous Assessments, Exonerations/Refunds, Grant Updates / Requests for Reimbursements, 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. WV Department of Revenue State Tax Department Assessor Substantial Completion Notification: Certification that Dustin W. Zickefoose, Assessor of Upshur County, has complied with the “assessor’s additional duties” and will receive additional compensation as provided in WV Code §7-7-6b.

2. Correspondence from Jeffrey E. Fleck, Executive Director of the State of West Virginia Consolidated Public Retirement Board, providing a preliminary estimate of the employer contribution rate in order to assist with the budgeting process. The estimated employer contribution percentage will remain at 10.0% effective July 1, 2020. Once the official contribution rate is determined, a letter will be sent to the Upshur County Commission.

3. Correspondence from Anne Leyva, Weyerhaeuser Giving Fund Manager, announcing the award of $5,000 to the Upshur County Youth Camp.

4. Appointments Needed or Upcoming:

Newsletters and/or Event Notifications, Agendas and/or Notices of Meetings, Meeting Minutes and Scheduled Meetings can all be found by visiting: http://www.upshurcounty.org/agenda_and_minutes/index.php

Tabled Items
(Certain Items May Require Discussion, Action and/or Approval by the Commission)

1. Hearing upon the Petition/Complaint of the Upshur County Safe Sites and Structures Enforcement Agency -- Chapman Case Number 101118-01 (Warren Tax District – Tax Map 6B Parcel Number 11).

Next Regular Meeting of the Upshur County Commission
November 21, 2019 --- 9:00 a.m.
Upshur County Courthouse Annex

*The regularly scheduled Commission Meeting on Thursday, November 28, 2019 has been CANCELLED*