Upshur County Commission
Meeting Agenda

Agenda packets are available electronically at 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 21, 2019

9:00 a.m.  Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
  • November 14, 2019

9:15 a.m.  Susie Haught, Case Manager for Community Care of WV– Presentation of Lung Cancer Awareness Proclamation

2:00 p.m.  Hearing to consider acceptance of the Last Will and Testament of Steven McWhorter Casto, deceased

Items for Discussion / Action / Approval:

1. Order appointing the Sheriff of Upshur County as the Administrator for the Estate of James L. Jones, deceased. *

2. Consideration and signature of correspondence to Senator Shelley Moore Capito and Joe Manchin III expressing appreciation for their support of the Land and Water Conservation Fund and further requesting them to cosponsor the measure that will permanently fund the program before the end of the year. *

3. Consideration and signature of correspondence to Department of Revenue Secretary Dave Hardy, Chief of Staff Mike Hall and DHHR Secretary Bill Crouch, supporting the Upshur-Buckhannon Health Department’s endeavor to forego mid-year budget cuts by the State due to the nature of the services provided. *

4. Consideration and signature of correspondence to all wrecker service providers participating in the wrecker rotation within the County clarifying provisions contained within the Procedures to Dispatch Wrecker Services updated on September 19, 2019. *

5. Approval for Samuel R. Nolte, Commission President, to sign the Contract Agreement, Standard and Federal Conditions and Assurances, Certifications and Resolution for the Justice Assistance Grant (JAG) in the amount of $15,000. *

6. Approval and signature of the Second Addendum to Prevention Resource Officer Agreement retiring the male Labrador retriever/German shorthaired pointer canine officer and transferring the canine officer to Rocky Hebb. *

7. Correspondence from Bethany Kirchberg, Program Coordinator, Tri-County Visitation Center, requesting employment of Jayme Burkhart to Tri-County Child Exchange & Visitation Program staff at the pay rate
of $8.75 per hour, effective November 21, 2019, pending background check. Upon approval, Ms. Kirchberg will work no more than 19 hours per week. *

*Item may lead to Executive Session per WV Code §6-9A-4

8. Consider appointment to the position of Prosecuting Attorney following David E. Godwin’s retirement on November 30, 2019.

*Item may lead to Executive Session per WV Code §6-9A-4

9. 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. Executed Donation/Transfer of Equipment Agreement between the County Commission of Upshur County and the Buckhannon Volunteer Fire Department

2. Upshur County Sheriff’s Financial Statement for Period Ending October 2019

3. Upshur County E911 Communication Reports – October 2019
   • Monthly Department Summary Report
   • Monthly Wrecker Report

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
December 5, 2019 --- 9:00 a.m.
Upshur County Courthouse Annex

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