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: February 6, 2020

9:00 a.m.   Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
•   January 30, 2020

9:15 a.m.   Buckhannon-Upshur High School biology students - Request permission to undertake a project at the Upshur County Recreational Park

9:30 a.m.   Rob Hinton, Upshur County Development Authority Director -- Review of the Medical Cannabis Act and request for required letter from the Commission

9:45 a.m.   Terri Jo Bennett, Upshur County Addressing and Mapping Coordinator – Presentation of Road Name Change Petition filed by Theresa Servetas

10:00 a.m.   Bid opening, presentation and award – 1 Police Sedan

10:15 a.m.   Heather Sparks, Chief Tax Deputy — Final Disposition List for Tax Year 2018. Approval and signature of the Affidavit of Acceptance by the Upshur County Commission.

10:30 a.m.   Lori Ulderich Harvey on behalf of the Upshur County Family Resource Network Tobacco Prevention Coalition – Presentation of “Through with Chew Week and the Great American Spit Out” Proclamation

Items for Discussion / Action / Approval:

1.   Adopt Policy Extending Emergency Absentee Voting. *

2.   Order to approve the Number of Election Officials and Election Commissioners for the May 12, 2020 Primary Election. *

3.   Order to approve the Number of Sets of Emergency Absentee Voting Commissioners for the May 12, 2020 Primary Election. *

4.   Approval and signature of Authorization for Full Settlement Authority and Informed Consent for the consolidated opioid litigation. This authorization will permit Fitzsimmons Law Firm PLLC to engage in settlement negotiations with the defendants conditioned upon the Commissions’ final approval of any settlement which may be reached. *

5.   Approval and signature of Order Setting Forth Findings of Fact and Conclusions of Law in the Riffle Case Number 061319-02 (Banks Tax District – Tax Map 3P – Parcel Number 20.1). *
6. Approval of Amended Employee Health Reimbursement Plan Document, originally effective April 1, 2011 and restated effective December 1, 2019. This amendment incorporates all previous amendments into one policy*

7. Approval of advertisement for a full-time Animal Control Officer. Applications must be received by 4:00 p.m. on February 18th, 2020. *

8. 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. Commission’s Response to the City of Buckhannon’s Petition to Intervene in regards to the expansion of service territory of Tennerton Public Service District.

2. Correspondence from Ora L. Ash, Deputy State Auditor, regarding the levy estimate (budget) 2020-2021, approved percentages for the Assessor’s Valuation Fund and a budget sequence of events.

3. Correspondence from Joseph N. Geiger, Jr., Director of the WV Archives and History, announcing the award of $13,000. The Assessor’s office was awarded $3,000 to scan and index various documents and $10,000 was awarded to the Circuit Clerk’s office to digitize chancery and civil order books. Mr. Geiger is also requesting a response with the Commission’s intent to pursue the records project.

4. Correspondence from C. Robbie Martin, Delegate 45th District, requesting for the Upshur County Commission to declare Upshur County as a “Second Amendment Sanctuary”.

5. Correspondence from Brad Ayers, Senior Director of Government Affairs for Suddenlink by Altice USA, notifying the Commission that effective February 28, 2020, there will be changes to certain video rates and surcharges for commercial customers.

6. Upshur County Building Permits for the month of January 2020

7. NACo Prescription Drug Discount Card Program breakdown from 2014 to December 2019

8. Appointments Needed or Upcoming:
   - Buckhannon-Upshur Parks and Recreation Advisory Board (BOE appointee – 6/30/2020)

9. Board of Review & Equalization Meeting Schedule
   - 01/30/2020  1:00 p.m. – 3:00 p.m. No appointments ---Review Property Books
   - 02/05/2020  1:00 p.m. – 3:00 p.m.
   - 02/11/2020  9:00 a.m. – 11:00 a.m. Coal, Oil & Gas and Industrial Appointments
   - 02/18/2020  9:00 a.m. – 11:00 a.m. Adjournment

   *These meetings will take place at the Upshur County Administrative Annex*
Tabled Items
(Certain Items May Require Discussion, Action and/or Approval by the Commission)

1. Chapman Case Number 101118-01 (Warren Tax District – Tax Map 6B Parcel Number 11)

Next Regular Meeting of the Upshur County Commission
February 13, 2020 --- 9:00 a.m.
Upshur County Courthouse Annex

**The regularly scheduled Commission Meeting on February 20, 2020 is CANCELLED**