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: August 31, 2017

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
● August 17, 2017

Scheduled Appointments:

9:15 a.m. Discuss property owned by Thomas Moates located in Warren Tax District – Tax Map 6C – Parcel Number 41 (last extension was approved during June 22nd meeting)

9:30 a.m. Kimbra Wachob, Upshur County Emergency Communications Center Assistant Director – Request for the Commission to create an additional full-time telecommunicator position. There are currently 12 full-time telecommunicator positions in addition to the Director and Assistant to the Director positions.
   Item may lead to Executive Session per WV Code §6-9A-4

9:45 a.m. Dustin Hollen, Animal Control Officer – Discuss Request to Attend Meetings

10:00 a.m. Public Hearing to consider increasing the excise tax on the privilege of transferring property, pursuant to 2017 Regular Session Senate Bill 433, being WV Code §11-22-2. Approval and signature of Order for this increase to be effective on October 1, 2017.

10:15 a.m. Kevin Nicholson on behalf of the Upshur County Youth Soccer Association, Inc. – Discuss request to utilize the Wellness Complex property and the Association’s ability to comply with previous lease/use agreement provisions including the insurance requirements.

10:30 a.m. Bid opening, presentation and award—Upshur County Sheriff’s vehicle.

Items for Discussion / Action / Approval:

1. Review and signature of letter from Charlie McKinney, Assistant Chief Inspector, Chief Inspector’s Division of the WV State Auditor’s Office, confirming the services provided to the Upshur County Commission for the fiscal year ended June 30, 2016. The fee for the audit services will be $28,240.

2. Correspondence from Kimbra Wachob, Upshur County Emergency Communications Center Assistant Director, requesting the employment of Travis Anderson as full-time Emergency Telecommunicator, effective September 3, 2017. Upon approval, Mr. Anderson’s rate of pay will be $11.00 per hour.

3. Correspondence from Kimbra Wachob, Upshur County Emergency Communications Center Assistant Director, requesting the employment of Amy Saunders as full-time Emergency Telecommunicator, effective September 3, 2017. Upon approval, Ms. Saunders’ rate of pay will be $11.00 per hour.
4. Request from Reverend Ed McDaniels, organizer of the 5th Annual God Belongs in Our County Walk, to use the Courthouse steps /plaza and outdoor electrical outlets for a short program on Sunday, September 10, 2017 from approximately 3:45 pm until 4:30 pm. Approximately 300 to 400 people are expected to participate in the walk, which will begin at the Buckhannon City Park and will end at the Upshur County Courthouse. A certificate of Liability Insurance will be provided to the Commission office before the event.

5. 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. Upshur County Sheriff’s Financial Statement for Period Ending July 2017

2. Upshur County Animal Control / Humane Officer Dog Report – July 2017

3. Lewis-Upshur Animal Control Facility Cat Report – July 2017

4. Upshur County Mileage Reports – July 2017
   - Upshur 911
   - Maintenance
   - Emergency Management
   - Sheriff
   - Addressing and Mapping
   - Community Corrections
   - Dog Pound

5. Appointments Needed or Upcoming:
   - Wes-Mon-Ty Resource Conservation & Development Council (2 year term) – Commission Representative
   - Upshur County Fire Board (Community Representative – 3rd District) – June 30, 2017
   - Buckhannon-Upshur Recreational Park Advisory Board – June 30, 2018 – Commission

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. US Census Bureau local updated census address project

Next Regular Meeting of the Upshur County Commission
September 7, 2017 --- 9:00 a.m.
Upshur County Courthouse Annex