Upshur County Commission
Agenda

Location of Meeting: Upshur County Courthouse Annex
Date of Meeting: September 1, 2016

9:00 a.m.   Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
   ● August 25, 2016
   ● August 30, 2016 – Special Meeting

9:15 a.m.   Bid Opening and Review---Contractor Services for the repair/replacement of a portion of the
Upshur County Courthouse pressed metal shingle roof that will be funded by the grant award
made by the WV Courthouse Facilities Improvement Authority

9:30 a.m.   Potential property acquisition for the relocation of the Seventeenth Family Court Circuit in an
effort to accommodate the addition of a Judge to the Twenty-Sixth Judicial Circuit Court
Item may lead to Executive Session per WV Code §6-9A-4
(9) To consider matters involving or affecting the purchase, sale or lease of property, advance
construction planning, the investment of public funds or other matters involving commercial
competition, which if made public, might adversely affect the financial or other interest of the
state or any political subdivision: Provided, That information relied on during the course of
deliberations on matters involving commercial competition are exempt from disclosure under
the open meetings requirements of this article only until the commercial competition has been
finalized and completed: Provided, however, That information not subject to release pursuant to
the West Virginia freedom of information act does not become subject to disclosure as a result
of executive session;

Items for Discussion / Action / Approval:

1. Establish date and time for Trick or Treat – City of Buckhannon will be Monday, October 31st from 6:00
   p.m. to 7:30 p.m. The Moose will hold a Trick or Treat Community Event at Jawbone Park following Trick
   or Treat.

2. Review and approval of revised James W. Curry Wilderness Area Hunting Permit.

3. Correspondence from Rick Harlow, Upshur County Firefighters Association President, recommending
   the appointment of Buckhannon Firefighter Linn Baxa to serve on the Upshur County Fire Board. Upon
   approval, his term will be effective June 30, 2016 and will be set to expire on June 30, 2019.

4. Correspondence from James T. Farrell, Office of Emergency Management Director, requesting the
   Upshur County Commission to invoice Greenbrier County for the use of two shelter and comfort trailers
   during the June 2016 floods. The total amount of reimbursement would be for $476.00 and Greenbrier
   County can add these costs to their Public Assistance Request.

5. 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 Carrie L. Wallace, on behalf of the Buckhannon Upshur Airport Authority, providing an update regarding the generator sold by the Upshur County Commission to the Airport Authority.

2. Correspondence from Robert L. Pennington, P.E., Deputy State Highway Engineer – Programming and Planning, enclosing the Statewide Transportation Improvement Plan (STIP) listing of proposed amendments to the approved 2016-2021 STIP.


5. Buckhannon-Upshur High School Cheer Fundraiser Flyer

6. Atlantic Coast Pipeline Project Update – August 2016

7. Agendas and/or Notice of Meetings:
   - James W. Curry Library/Park August 24, 2016
   - City Council of Buckhannon September 1, 2016
   - Upshur County Solid Waste Authority September 12, 2016

8. Meeting Minutes:
   - Upshur County Youth Camp Board April 7, 2016
   - Upshur County Youth Camp Board May 5, 2016
   - Upshur County Youth Camp Board July 21, 2016

9. Meetings:
   - 09/06/16 5:30 p.m. Elkins Road PSD
   - 09/06/16 6:00 p.m. Hodgesville PSD
   - 09/01/16 7:00 p.m. Banks District VFD
   - 09/01/16 7:00 p.m. Selbyville VFD
   - 09/12/16 12:00 p.m. Upshur County Family Resource Network
   - 09/12/16 4:30 p.m. Upshur County Solid Waste Authority
   - 09/12/16 6:00 p.m. Buckhannon-Upshur Recreational Park Advisory Board
   - 09/12/16 6:00 p.m. Lewis-Upshur Community Corrections Board-Lewis County
   - 09/13/16 6:00 p.m. Buckhannon River Watershed Association
   - 09/12/16 7:30 p.m. Adrian VFD
   - 09/19/16 6:00 p.m. Buckhannon-Upshur Board of Health
   - 09/21/16 7:00 a.m. Upshur County Development Authority
   - 09/07/16 7:00 a.m. Upshur County Development Authority – Executive Board
<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>09/14/16</td>
<td>12:00 p.m.</td>
<td>Upshur County Senior Center Board</td>
</tr>
<tr>
<td>09/28/16</td>
<td>1:30 p.m.</td>
<td>Upshur County Conventions &amp; Visitors Bureau – UCDA Office</td>
</tr>
<tr>
<td>09/14/16</td>
<td>6:00 p.m.</td>
<td>Upshur County Citizens Corp - CERT</td>
</tr>
<tr>
<td>09/28/16</td>
<td>7:30 p.m.</td>
<td>Warren District VFD</td>
</tr>
<tr>
<td>09/08/16</td>
<td>1:00 p.m.</td>
<td>Adrian PSD</td>
</tr>
<tr>
<td>09/08/16</td>
<td>3:00 p.m.</td>
<td>Tennerton PSD</td>
</tr>
<tr>
<td>09/08/16</td>
<td>4:00 p.m.</td>
<td>Upshur County Safe Sites &amp; Structures Ordinance Board</td>
</tr>
<tr>
<td>09/08/16</td>
<td>7:30 p.m.</td>
<td>Buckhannon VFD</td>
</tr>
<tr>
<td>09/08/16</td>
<td>4:00 p.m.</td>
<td>Buckhannon Upshur Airport Authority–UCDA Office</td>
</tr>
<tr>
<td>09/15/16</td>
<td>6:30 p.m.</td>
<td>Upshur County Youth Camp Board</td>
</tr>
<tr>
<td>09/18/16</td>
<td>6:00 p.m.</td>
<td>Washington District VFD</td>
</tr>
<tr>
<td>09/19/16</td>
<td>12:00 p.m.</td>
<td>Buckhannon-Upshur Chamber of Commerce</td>
</tr>
<tr>
<td>09/20/16</td>
<td>4:00 p.m.</td>
<td>Upshur County Public Library Board</td>
</tr>
<tr>
<td>09/20/16</td>
<td>10:00 a.m.</td>
<td>Wes-Mon-Ty Resource Conservation &amp; Development</td>
</tr>
<tr>
<td>09/20/16</td>
<td>6:30 p.m.</td>
<td>Upshur County Fire Board</td>
</tr>
<tr>
<td>09/20/16</td>
<td>5:00 p.m.</td>
<td>UC Enhanced Emergency Telephone Advisory Board</td>
</tr>
<tr>
<td>09/21/16</td>
<td>7:00 p.m.</td>
<td>Ellamore VFD</td>
</tr>
<tr>
<td>09/21/16</td>
<td>12:00 p.m.</td>
<td>Lewis Upshur LEPC --- Lewis location</td>
</tr>
<tr>
<td>09/28/16</td>
<td>10:00 a.m.</td>
<td>James W. Curry Advisory Board</td>
</tr>
<tr>
<td>09/22/16</td>
<td>4:00 p.m.</td>
<td>Upshur County Farmland Protection Board</td>
</tr>
<tr>
<td>TBA</td>
<td>6:00 p.m.</td>
<td>Upshur County Fire Fighters Association</td>
</tr>
</tbody>
</table>

10. Appointments Needed or Upcoming:
   - Upshur County Fire Board (Vacant Position – 6-30-19) --- Fire Association Representative
   - Buckhannon-Upshur Parks & Recreation Advisory Board (Vacant Position – 6-30-18)- Commission
   - Hodgesville Public Service District (8-5-16 – Donnie Kincaid)

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

1. Correspondence from Robin Keough requesting a revision of the Lewis-Upshur Animal Control Facility Volunteer Program. Ms. Keogh requests (1) the volunteer age limit be changed from 18 years of age to 16 years of age with the stipulation that the volunteer be supervised by an adult volunteer, (2) the volunteer application be modified to address younger applicants and (3) hours for volunteering be expanded on Saturday to 9:00 a.m. to 12:00 p.m. and offer Sunday hours.

**Next Regular Meeting of the Upshur County Commission**
September 8, 2016 --- 9:00 a.m.
Upshur County Courthouse Annex