Upshur County Commission
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: September 27, 2018

9:00 a.m.  Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
  ● September 20, 2018

9:05 a.m. Craig Presar, WVU Extension Service Agent, on behalf of the Community Educational Outreach Services (CEOS) – Presentation of Proclamation for WV Breast Cancer Awareness Day (October 1, 2018) and Breast Cancer Awareness Month (October 2018)

10:00 a.m. Brian Shreves, UCHSEM Director – WENS Notification System Webinar at the Office of Emergency Management

11:00 a.m. Doyle Cutright, E-911 Communication Center Director and representatives from Mindshare Radio– Presentation of E-911 Center upgrade options at the Emergency Operations Center

Items for Discussion / Action / Approval:

1. Approval and signature of an Order closing an unused paper alley located between parcels of land that High Point Construction and Mr. & Mrs. Michael DeRico own in Buckhannon District of Upshur County, West Virginia in accordance with WV Code §7-1-3h.*

2. Approval and signature of Agreement between the Upshur County Commission and Micrologic for the replacement and expansion of a portion of the Upshur County Courthouse and Annex surveillance system and supporting equipment in the amount of twelve thousand four hundred sixty three dollars ($12,463). The purchase of this equipment will be made using Court Security Grant funds awarded through the WV Division of Justice and Community Services.*

3. Review suggested revisions to the Upshur County Ordinance Imposing an Occupancy Tax on Hotels Located in Upshur County, WV, Which Are Not Located within the Corporation Limits of the City of Buckhannon, previously adopted on August 9, 2001 and amended on November 29, 2007. Upon consideration, set dates for public hearings.*

4. Review and signature of the Upshur County Fire Board, Inc. incentive for the four Tax Deputies who process Fire Fees collected in the Sheriff’s Office. Each Tax Deputy will be compensated with an annual $520.00 supplement to be divided over 26 pay periods. The total cost to the Fire Board for one year is $2,467.92. This supplement will begin with the first pay period in October and will be contingent upon an annual review in September of each year.*

5. Correspondence from Cheyenne Troxell, 26th Judicial Circuit Community Corrections Day Report Center Program Director, requesting financial assistance in the amount of $6,720 in addition to the regular cash match of grant funds. The funding would be used to compensate two part-time interns from WVWC
working up to 16 hours per week for 12 weeks to help fill a void during two full-time staff members’ absence which was previously approved by the Upshur County Commission.*

6. 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. Review Freedom of Information Act request received from Michael J. Farrell with Farrell, White & Legg, PLLC requesting information concerning or relating to the amount of asphalt paving laydown work that has been performed in WV.

2. Correspondence from Jarrod Dean, Putnam County Parks and Recreation Executive Director announcing the 2018 WV Recreation & Parks Association Conference at the Valley Park Conference Center in Putnam County. The conference will take place October 16th through 18th.

3. Assessor’s Certificate of Compliance from Kent A. Leonhardt, Commissioner of Agriculture, regarding Dustin Zickefoose’s completion of the Farm Census of 2018, satisfactorily complying with the requirements of the Farm Statistics Law and being eligible to receive compensation from the County Court according to Chapter 7, Article 7, Section 6C of the New Code of West Virginia.

4. Correspondence from Carrie L. Wallace, County Administrator, to Dorothy Rowan, regarding her property located in Union Tax District, Tax Map 9E, Parcel Number 22.8.

5. Upshur County Sheriff’s Financial Statement for period ending August 2018

6. Upshur County E911 Communication Reports --- August 2018
   - Monthly Call Summary Report
   - Monthly Department Summary Report
   - Monthly and YTD Wrecker Report

7. Upshur County Mileage Reports – August 2018
   - Upshur 911
   - Maintenance
   - Emergency Management
   - Sheriff
   - Addressing and Mapping
   - Community Corrections
   - Dog Pound

8. Appointments Needed or Upcoming:
   - Upshur County Public Library Board (unexpired term June 30, 2019) – Commission Appointment
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. Discuss property owned by Thomas Moates located in Warren Tax District – Tax Map 6C – Parcel Number 41 (last extension was approved during April 5th meeting)

Next Regular Meeting of the Upshur County Commission
October 4, 2018 --- 9:00 a.m.
Upshur County Courthouse Annex