Upshur County Commission

Agenda

Location of Meeting:        Upshur County Courthouse Annex
Date of Meeting:          October 22, 2015

9:00 a.m.        Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
•          October 15, 2015

9:15 a.m.        Joyce Harris-Thacker on behalf of Upshur County Family Resource Network – Presentation of Red Ribbon Week Proclamation

10:30 a.m.        Joseph B. Reed, MD – Request to be appointed as Upshur County Coroner

1:00 p.m. Board of Assessment Appeals Hearing --- CONSOL Energy, Inc. DBA: CNX Gas Company, LLC

1:30 p.m.        Adjourn or Extend Assessment Appeals as per WV State Code §11-3-24b
(i) The board of assessment appeals shall meet as often as necessary until the work of the board is completed: Provided, That the board shall adjourn sine die not later than October 31 of the tax year unless the board, by majority vote, agrees to extend the term if necessary to afford the parties due process and to complete its work, after which it shall adjourn sine die.

Items for Discussion / Action / Approval:

1. Approval of Recommendation for Extension of Time to Settle Estate of Robert James Stansbury as submitted by Daya Masada Wright, Fiduciary Commissioner.

2. Approval of Financial Statement – Fiscal Year ended June 30, 2015

3. Approval and signature of contract agreement between Upshur County Commission and DBA Mach Excavation Service for the demolition of a structure located on Commission property in Banks District, Tax Map 4R, Parcel 35 off of the Oscar Sayer Road.

4. Discussion of schedule change and implementation date for E911 employees.

5. Approval and signature of letter to Danny L. Heater and Shirley A. Heater regarding property located in Banks Tax District – Tax Map 2Q – Parcel Number 46. This letter informs the property owners that a member of the Upshur County Sheriff’s Department will visit the property on or about the 15th day of each month and complete an inspection report to ensure progress is being made at the property.

6. Approval and signature of letter to Larry Cogar regarding Safe Structures and Sites Case Number 071113-01 changing the process of service from United States Certified Mail with Return Receipt to personal service by an Upshur County Sheriff’s Department Deputy.

7. Approval of Upshur County Employee Handbook of Personnel Guidelines current revision, dated October 22, 2015. The Policy Board unanimously voted to approve the revision in their regularly scheduled meeting on September 17, 2015.
8. Approval of advertisement for the temporary position of Commission Assistant to work between 20 and 40 hours per week at the wage rate of $15 per hour beginning on or around the first of January. The position will remain open until filled.


10. Correspondence from David E. Godwin, Prosecuting Attorney, requesting appointment to the Lewis-Upshur Community Corrections Board per WV Code §62-11c-6.

11. 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 April Keating, Chair, Mountain Lakes Preservation Alliance, in response to the project update on Columbia Gas’ WB pipeline upgrade and expansion.


3. Cat Report – September 2015

4. Agendas and/or Notice of Meetings

5. Meeting Minutes
   - Upshur County Youth Camp Board August 20, 2015
   - Adrian Public Service District September 9, 2015
   - Adrian Public Service District September 10, 2015
   - Lewis/Upshur LEPC September 16, 2015
   - Upshur County Youth Camp Board September 17, 2015
   - Adrian Public Service District September 23, 2015

6. Meetings
   - 10/01/15 7:00 p.m. Banks District VFD
   - 10/01/15 7:00 p.m. Selbyville VFD
   - 10/06/15 6:00 p.m. Hodgesville PSD
   - 10/06/15 5:30 p.m. Elkins Road PSD
   - 10/14/15 12:00 p.m. Upshur County Senior Center Board
   - 10/14/15 1:30 p.m. Upshur County Conventions & Visitors Bureau – UCDA Office
   - 10/14/15 6:00 p.m. Upshur County Citizens Corp - CERT
   - 10/14/15 7:30 p.m. Warren District VFD
   - 10/08/15 1:00 p.m. Adrian PSD
   - 10/08/15 3:00 p.m. Tennerton PSD
   - 10/08/15 4:00 p.m. Upshur County Safe Sites & Structures Ordinance Board
   - 10/08/15 7:30 p.m. Buckhannon VFD
• 10/08/15 4:00 p.m. Buckhannon Upshur Airport Authority—meeting held at Airport
• 10/12/15 12:00 p.m. Upshur County Family Resource Network — CANCELLED
• 10/05/15 12:00 p.m. Upshur County Family Resource Network — Special Meeting
• 10/12/15 4:30 p.m. Upshur County Solid Waste Authority
• 10/12/15 6:00 p.m. Buckhannon-Upshur Recreational Park Advisory Board – CANCELLED
• 10/19/15 6:00 P.M. Buckhannon-Upshur Recreational Park Advisory Board – Special Meeting
• 10/12/15 6:00 p.m. Lewis-Upshur Community Corrections Board -- CANCELLED
• 10/13/15 6:00 p.m. Lewis-Upshur Community Corrections Board – Special Meeting
• 10/07/15 6:00 p.m. Buckhannon River Watershed Association
• 10/20/15 10:00 a.m. Wes-Mon-Ty Resource Conservation & Development
• 10/13/15 7:30 p.m. Adrian VFD
• 10/21/15 7:00 p.m. Ellamore VFD
• 10/21/15 12:00 p.m. Lewis Upshur LEPC --- Upshur location
• 10/18/15 6:30 p.m. Upshur County Youth Camp Board
• 10/20/15 6:30 p.m. Upshur County Fire Board
• 10/21/15 7:00 a.m. Upshur County Development Authority
• 10/07/15 7:00 a.m. Upshur County Development Authority — Exec. Board
• 10/18/15 6:00 p.m. Washington District VFD
• 10/19/15 12:00 p.m. Buckhannon-Upshur Chamber of Commerce
• 10/20/15 5:00 p.m. UC Enhanced Emergency Telephone Advisory Board
• 10/13/15 4:00 p.m. Upshur County Public Library Board
• 10/22/15 4:00 p.m. Upshur County Farmland Protection Board
• 10/28/15 10:00 a.m. James W. Curry Advisory Board
• TBA 6:00 p.m. Upshur County Fire Fighters Association
• 10/15/15 6:00 p.m. Buckhannon-Upshur Board of Health
• 10/26/15 10:00 a.m. Mountain CAP of West Virginia, CDC

7. Appointments Needed or Upcoming:
   • Upshur County Fire Board (Vacant Position – 6-30-16) --- 1st District Community Representative
   • Upshur County Farmland Preservation Board (Vacant Position – 06-30-15) – At large – Non Farming

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

1. Upshur County Commercial Dog Breeding Operations, Upshur County Commercial Dog Breeder Permit Application and WV Commercial Breeder Biannual Checklist (tabled 9-3-2015)

Next Regular Meeting of the Upshur County Commission
October 29, 2015 — 9:00 a.m.
Upshur County Courthouse Annex