Upshur County Commission
Agenda

Location of Meeting: Upshur County Courthouse Annex
Date of Meeting: September 3, 2015

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• August 27, 2015

9:15 a.m. Robert Skinner, Vice President for Advancement, West Virginia Wesleyan College and Pamela Balch, West Virginia Wesleyan College President – Proclamation declaring September 3, 2015 through December 31, 2015 to be “WVWC Appreciation Days” throughout Upshur County

9:30 a.m. Virginia Gallion – National Federation of Independent Businesses – Discussion regarding petition to obtain injunction to stop the expansion of the Clean Water Act

9:45 a.m. John “Buck” Edwards, Deputy Emergency Manager of Upshur County Office of Emergency Management -- Providing an update on the project at the Hampton-Ivanhoe Bridge area

1:00 p.m. Steve Linger, 911 Director – Communication Center Management Matrix
Item may lead to Executive Session per WV Code §6-9A-4
(A) Matters arising from the appointment, employment, retirement, promotion, transfer, demotion, disciplining, resignation, discharge, dismissal or compensation of a public officer or employee, or prospective public officer or employee unless the public officer or employee or prospective public officer or employee requests an open meeting; or

Items for Discussion / Action / Approval:

1. Review and signature of WVDOH D-7 Encroachment Permit Information for the project at the Hampton-Ivanhoe Bridge area.

2. Review and signature of Office of Land and Streams-Stream Activity Application for the project at the Hampton-Ivanhoe Bridge area.


4. Review and signature of letter to the Buckhannon River Watershed Association, Inc. expressing the Upshur County Commission’s support in its submission for funds through the Office of Surface Mining Reclamation and Enforcement’s Cooperative Agreement Program.

5. Review and signature of Statement of Support submitted by the Coalition for Safe Affordable Food. This letter supports establishing the FDA as the nation’s single authority over use and labeling of genetically modified ingredient products.
6. Review and signature of Annual Maintenance Agreement between PTS Solutions and the Upshur County Commission, effective September 15, 2015. This maintenance cost, on a per year basis, is $700.00 and covers incident software in the Sheriff’s Department.

7. Correspondence from Tanisha C. Travis, Senior Justice Program Specialist, Division of Justice & Community Services, regarding recent Justice Assistance Grant Award. Review and signature of Grant Contract Agreement between the Division of Justice and Community Services and the Upshur County Commission, Resolution, Standard Conditions, and two Certifications.

8. Correspondence from Steve Linger, 911 Director, requesting Sierra J. Warner, full-time telecommunicator trainee, be promoted to regular full-time telecommunicator at her current wage rate of $11.00 per hour, effective immediately.

9. Correspondence from Brian P. Gaudet, Circuit Clerk, requesting the employment of Harley R. Squires, as full-time Deputy Circuit Clerk, at the starting wage rate of $9.00 per hour, effective September 21, 2015.

10. Correspondence from David E. Godwin, Prosecuting Attorney regarding the vacant legal assistant position. Approval of full-time legal assistant job advertisement in a “display ad” format, applications must be received by the close of business on September 21, 2015. The starting rate will be $11.75 per hour.

11. Approval of advertisement for part-time Fire Fee Clerk at the wage rate of $15.00 per hour. Applications must be received by the close of business on September 11, 2015.

12. Approval of Lewis-Upshur Animal Control Facility Volunteer, Cheyenne Marlin.

13. Approval of Upshur County Commercial Dog Breeding Operations, Upshur County Commercial Dog Breeder Permit Application and WV Commercial Breeder Biannual Checklist.

14. 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. Revised Upshur County Sheriff’s Financial Statement for period ending July 2015

2. Agendas and/or Notice of Meetings
   - Elkins Road Public Service District September 1, 2015
   - City Council of Buckhannon September 3, 2015
   - Upshur County Solid Waste Authority September 14, 2015

3. Meeting Minutes
   - Upshur County Youth Camp Board June 18, 2015
   - Upshur County Youth Camp Board July 16, 2015

4. Meetings
• 09/03/15  7:00 p.m.  Banks District VFD
• 09/03/15  7:00 p.m.  Selbyville VFD
• 09/01/15  6:00 p.m.  Hodgesville PSD
• 09/01/15  5:30 p.m.  Elkins Road PSD
• 09/02/15  12:00 p.m.  Upshur County Senior Center Board
• 09/01/15  6:00 p.m.  Elkins Road PSD
• 09/16/15  1:30 p.m.  Upshur County Conventions & Visitors Bureau – UCDA Office
• 09/08/15  6:00 p.m.  Upshur County Citizens Corp - CERT
• 09/09/15  7:30 p.m.  Warren District VFD
• 09/10/15  1:00 p.m.  Adrian PSD
• 09/10/15  3:00 p.m.  Tennerton PSD
• 09/10/15  4:30 p.m.  Upshur County Safe Sites & Structures Ordinance Board
• 09/10/15  7:30 p.m.  Buckhannon VFD
• 09/10/15  4:00 p.m.  Buckhannon Upshur Airport Authority–meeting held at Airport
• 09/14/15  12:00 p.m.  Upshur County Family Resource Network
• 09/14/15  4:30 p.m.  Upshur County Solid Waste Authority
• 09/14/15  6:00 p.m.  Buckhannon-Upshur Recreational Park Advisory Board
• 09/14/15  6:00 p.m.  Lewis-Upshur Community Corrections Board
• 09/02/15  6:00 p.m.  Buckhannon River Watershed Association
• 09/15/15  10:00 a.m.  Wes-Mon-Ty Resource Conservation & Development
• 09/08/15  7:30 p.m.  Adrian VFD
• 09/16/15  7:00 p.m.  Ellamore VFD
• 09/16/15  12:00 p.m.  Lewis Upshur LEPC --- Lewis location
• 09/20/15  6:30 p.m.  Upshur County Youth Camp Board
• 09/15/15  6:30 p.m.  Upshur County Fire Board
• 09/09/15  7:00 a.m.  Upshur County Development Authority – Exec. Board
• 09/20/15  6:00 p.m.  Washington District VFD
• 09/21/15  12:00 p.m.  Buckhannon-Upshur Chamber of Commerce
• 09/15/15  5:00 p.m.  UC Enhanced Emergency Telephone Advisory Board
• 09/22/15  4:00 p.m.  Upshur County Public Library Board
• 09/24/15  4:00 p.m.  Upshur County Farmland Protection Board
• 09/23/15  10:00 a.m.  James W. Curry Advisory Board
• TBA  6:00 p.m.  Upshur County Fire Fighters Association
• 09/17/15  6:00 p.m.  Buckhannon-Upshur Board of Health

5.  Appointments Needed or Upcoming:
• Upshur County Fire Board (Vacant Position – 6-30-16) --- 1st District Community Representative

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

Next Regular Meeting of the Upshur County Commission
September 17, 2015 --- 09:00 a.m.
Upshur County Courthouse Annex

ATTENTION** The September 10, 2015 regular meeting has been cancelled.