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: Upshur County Courthouse Annex

If you prefer to participate by telephone, please dial 1-408-650-3123 Access Code: 272 564 045

to enter the conference call.

Date of Meeting: July 20, 2023

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance

Approval of Minutes:
July 13, 2023

9:15 a.m. Discuss and consider road name recommendation of a private driveway off Adrian School Road

10:00 a.m. Meeting with representatives from WVDOH to discuss potential right-of-way acquisition and

plans for the recently acquired South Locust Street property.

Item may lead to Executive Session per WV Code §6-9A-4 A

1:00 p.m. Department Supervisor Meeting

2:00 p.m. Policy Board Meeting

Items for Discussion / Action / Approval:

- Review and signature of Change Order Number: 001 for the Upshur County Courthouse Annex HVAC Upgrade room 212 ceiling removal & replacement and lighting installation in the amount of \$6,567.40. The Change Order will be deducted from the \$25,000.00 Contingency Allowance, which will leave a balance of \$18,432.60 thereafter. *
- 2. Consider appointment of KJ Woody to the Buckhannon Upshur Airport Authority. Upon approval, the appointment will be effective immediately and will expire on June 30, 2026. *

Under separate cover

- Approval and signature of Community Development Block Grant Amendment No. 7 for the Elkins Road PSD Phase III Water System Improvements project. This amendment will modify the period of performance to complete the project. *
- 4. Consider Application for Community Use of Buildings, Equipment and Grounds filed by Randy Sanders, President of the WAMSB Host Committee. This organization is requesting use of the Courthouse Plaza for a performance by a musical group on Friday, July 21, 2023 from 7:00 p.m. to 12:00 a.m. A Certificate of Liability Insurance has been included in the request. *
- 5. Correspondence from Jeremiah McCourt, Parks and Recreation Facilities Director, requesting the extension of seasonal employment for employees working at the Buckhannon Upshur Recreational Facility. The extension would include Fridays, Saturdays and Sundays and conclude Monday, September 4, 2023. *

- 6. Approval of the Order following the July 13, 2023 Hearing for Ralph Ronsdale Wamsley, deceased.
- Page 8
- 7. Approval of Lewis-Upshur Animal Control Facility Volunteer, Betsy Fabbricatore. * Under separate cover
- 8. 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)

- Schedule of Expenditures of Federal Awards for fiscal year ending June 30, 2023, as requested by the WV State
 Auditor Chief Inspector Division.
 Page 9
- 2. Public Notices:
 - a) Newsletters and/or Event Notifications:
 - None
 - b) Agendas and/or Notice of Meetings:

 Upshur County Safe Structures and Sites 	August 10, 2023	Page 10
Meeting Minutes:		
 Upshur County Solid Waste Authority 		
 Board Meeting 	May 8, 2023	Page 11
 Director's Report 	April 11, 2023 - May 8, 2023	3 Page 12
 Upshur County Public Library – Special Meeting 	May 24, 2023	Page 13
 Elkins Road Public Service District 	June 6, 2023 Pag	ges 14-15
 Upshur County Safe Structures & Sites 	June 8, 2023 Pag	ges 16-17

June 12, 2023

Page 18

- c) Meetings: *Dates and times of monthly board meetings are viewable at:

 http://cms4.revize.com/revize/upshurwv/calendar.php
 or go to www.upshurcounty.org and click on the board meetings calendar box on the main page.
- 3. Appointments Needed or Upcoming:
 - Tennerton Public Service District unexpired term July 31, 2023.

Upshur County Solid Waste Authority

• Buckhannon Upshur Airport Authority – term July 1, 2023 through June 30, 2026.

***If you are interested in serving on an Upshur County board, please submit your letter of interest to the Commission Office at 91 W. Main St., Suite 101, Buckhannon, WV 26201 or chughes@upshurcounty.org. Upcoming term expirations are listed in this section of the agenda; however, letters of interest can be submitted at any time. Letters of interest for boards that do not currently have a vacancy will be held until a vacancy occurs. Please note that submitting a letter of interest does not guarantee 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)



Change Order

PROJECT: (Name and address) Upshur County Courthouse Annex HVAC Upgrade 40 West Main Street Buckhannon, WV 26201

OWNER: (Name and address) Upshur County Commission Upshur County Administrative Annex 91 West Main Street, Suite 101 Buckhannon, WV 26201

CONTRACT INFORMATION:

Contract For: General Construction

Date: November 18, 2022

ARCHITECT: (Name and address) WYK Associates, Inc. 205 Washington Avenue Clarksburg, WV 26301

CHANGE ORDER INFORMATION:

Change Order Number: 001

Date: July 6, 2023

CONTRACTOR: (Name and address) City Plumbing & Heating, Inc. 1500 Morgantown Industrial Park Morgantown, WV 26501-2339

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

CONTINGENCY ALLOWANCE

\$ 25,000.00

1. Room 212 Ceiling Removal & Replacement 2. Lighting Install

\$ 3,464.60 \$3,102.80

Net Deduction (See Attachments for BackUp)

\$ 6,567.40

REMAINING CONTINGENCY ALLLOWANCE

\$ 18,432.60

The original Contract Sum was		642 500 00
The net change by previously authorized Change Orders	\$	643,500.00
The Contract Sum prior to this Change Order was	*	0.00
The Contract Sum will be unchanged by this Change Order in the amount of	÷	643,500.00
The new Contract Sum including this Change Order will be	\$	643,500.00
The Contract Time will be unchanged by () days.	•	043,300.00

The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

WYK Associates, Inc. AR\$\(\text{Firm name}\)	City Plumbing & Heating, Inc. CONTRACTOR (Firm name)	Upshur County Commission OWNER (Firm name)
SIGNATURE SULVEY ALA	Edu	
James B. Swiger, AIA President	SIGNATURE PRESIDE	SIGNATURE
PRINTED NAME AND TITLE 6/7/23 DATE	PRINTED AME AND TITLE	PRINTED NAME AND TITLE
DATE' Z	DATE*	DATE

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CHANGE ORDER REQUEST

CITY PLUMBING AND HEATING

1500 Morgantown Industrial Park Morgantown, WV 26501 PH 304-296-7135 FAX 304-291-5269

PROPOSAL SUBMITTED TO		PHONE	DATE
Upshur County C	Commission		6-22-23
91 West Main Str	reet Suite 101	FAX	JOB NAME Upshur Annex
CITY Buckhannon	WV	^{ZIP} 26201	HVAC Upgrade LOCATION Buckhannon, WV
Greg Harris			
You are authorized to perf	orm the following specific	ally described additional work:	
Additional Cost to #1356.	remove existing	ceiling in Room 212, a	nd reinstall with Armstrong
*Armstrong #	1356 288 Sq ft, G	rid.	
*Project Mana *Supervisor 12 *Carpenter 12	iger 4 hrs@\$79.5 2 hrs@\$64.40	0	\$1731.60
			\$3,464.60
ADDITTIONAL Above additional contract unless other	work to be perfor	ABOVE WORK IS: Simed under same condition.	\$3,464.60 ions as specified in original
Authorized Signat	ureJay Wade/F		te: 6-22-23
We hereby agree to fur above stated price Acceptance:	rnish labor and mate	rials-complete in accordance	with the above specifications, at the
Date:	Author	izing Signature	
THIS IS CHANG	E ORDER REO		

CHANGE ORDER REQUEST

CITY PLUMBING AND HEATING

1500 Morgantown Industrial Park Morgantown, WV 26501 FH 304-296-7135 FAX 304-291-5269

PROPOSAL SUBMITTED TO		PHONE	DATE
Upshur County County County	ommission		6-22-23
91 West Main Stre	eet Suite 101	FAX	JOB NAME Upshur Annex
Buckhannon	STATE WV	^{ZIP} 26201	HVAC Upgrade LOCATION Buckhannon, WV
Greg Harris			
You are authorized to perfo	rm the following specifica	illy described additional work:	
Additional Cost to	furnish and insta	ll lighting as detailed o	n SKE-01
MATERIAL *(4) Lithonia 2 *Occupancy se *Wiring	BLT4-30L-ADP-	-GZ1-LP840	\$1,588.00
LABOR	ger 4 hrs@\$79.50)	\$1514.80
TOTAL			\$3,102.80
ADDITIONAL C Above additional w contract unless other Authorized Signatur	ork to be perforn erwise stipulated.		ons as specified in original
Addiorized Signatu	Jay Wade/Pr	esident Dat	e: 6-22-23
We hereby agree to fur above stated price Acceptance:	nish labor and materi	als-complete in accordance	with the above specifications, at the
Date:	Authoriz	zing Signature	
THIS IS CHANGI	E ORDER REOI		



West Virginia Development Office 1900 Kanawha Blvd. East Building 6, Room 553 Charleston, WV 25305

Subrecipien	t Informati	ion		State Accounting Informati	ion
Name:			ssion Courthouse	Major Program:	CDBG
Address:	Annex, 91 V	West Main S	t., Suite 101,	Program:	CDBGGRANTS
		n, WV 2620	1	Oasis Vendor Number:	17*3858
FEIN:	55-6000406			Oasis Grant Award Number:	212313
DUNS:	028608099				
Grant Amer					
This amendm	ent will modi	fy the perio	d of performance to complet	e project.	
Federal Awa				Pass-through Award Inform	
Federal Award	ding Agency:		nt of Housing and Urban		Commerce – WV Development
		Developm		Subaward Project Number:	Office
	r and Name:		ommunity Development	Period of Performance: Amended Period of	16SCBG0008 12/13/2016 6/30/2023
R&D Award		Block Gran	T.	Performance:	12/13/2016 6/30/2023
		NO			25/ 25/ 2020 - 0/ 30/ 2027
PY2018 Funds			D19DC540001	PY2017 Funds - PPC-B17 Funds Obligated by This Action	\$0.00
FAINFederal Award			B18DC540001 9/12/2018	Total Funds Obligated	
Total Federal Fu			\$13,591,796	Total Fallos Conguestiani	¥ 121,022-122
- Cucion I				PY2016 Funds ~ PPC-B16	
PY2017 Funds				Funds Obligated by This Action	\$0.00
FAIN			B17DC540001		4400 077 47
Federal Award			10/19/2017	Total Funds Obligated	\$188,973.43
Total Federal Fu	unds Available		\$12,228,766.00	PY2015 Funds - PPC-B15	
PY2016 Funds				Funds Obligated by This Action	\$0.00
Federal Award	Date		9/19/2016	Total Funds Obligated	
Total Federal Fu	unds Available		\$12,520,351.00		
				PY2014 Funds - PPC-B14	44.44
PY2015 Funds			24524540004	Funds Obligated by This Action	
FAIN			B15DC540001	Total Funds Obligated	\$248,418.00
Federal Award Total Federal Fu			8/02/2015 \$12,528,038.00	PY2010-PY2013 Funds - PPC-B98	
Jotal reueral ru	- Aguanie	1		Funds Obligated by This	\$0.00
				Total Funds	\$401606.83
					01405344.30
				Total Federal Funds Committed to	Project \$1405244.39
Notice of Gran	t Award				
This funding is pro	vided under Title	I of the Housing	and Community Development Act of	1974 under regulations of the Department of	Housing and Urban Development, including but
not limited to 24 C	FR (Code of Fede	ral Regulations)	Part 570, Sub-Part I, as amended or re es Manual and all program guidelines.	evised, and subject the	
state of west Virgi	ille 2 CDBG FORCE	es and Procedur	es mandar and an program guidennes.		
T					
Terms of Accep	under this Agree	ment the cube	ecipient agrees to comply with all term	s and conditions in this Agreement: all assura	ances and certifications made in the Agreement;
and all applicable I	federal statutes, r	egulations, and	guidelines. The subrecipient agrees to port of the Agreement.	administer the funded program in accordance	te with the Agreement and budget(s), supporting
For the Pass-Th				For the Subrecipient:	
, or the Pass-II	Jugii Littley.				
			Date	Authorized Signature	Date
Authorized Signatu	ire		Date		
Jennifer Ferrell	Director			Print Name / Title	
Name / Title				- 10.000 (10.000 f. 10.000)	
304-558-2234				Phone	
Phone					
Jennifer.L.Ferre	@wv.gov			Email	
Email					

UPSHUR COUNTY ~ APPLICATION FOR COMMUNITY USE OF BUILDINGS, EQUIPMENT AND GROUNDS

INSTRUCTIONS: 1. All information must be furnished before application can be proceed. 2. Application must be filed with the County not less than ten (10)	
OrganizationWAMSB 2023	Location Requested Court House Plaza
Address 40 S Florida St, Unit 101, B	
Contact Person	Office Phone 304-472-4026
Address_ 40 S Florida St, Apt 201, Bu	Home Phone 412-980-5003
Date(s)/Time(s) of Activity July 21, 2023 - 7:00 pm to 12	2:00 AM
Type of Activity Performance by a musical group	
Special Equipment Desired: Use of electricity - We will pr	ovide extension cord , Chairs
Names of Performing Groups (if not your group) Brass, Rhythr	n and Sax Orchestra
servants, and employees harmless from any legal liability, injury or dam property. The undersigned certifies that he/she has read and understand County Property and that such rules and regulations will be enforced. Organization's general liability policy with a minimum \$1,000,000 limit of County Commission as an "additional insured" must be provided with this WAMSB Host Committee Randy Sanders Digitally signed by	is the rules and regulations of the Upshur County for Community Use of The Upshur County must be named as an additional insured on the general liability coverage. A Certificate of Insurance naming the Upshur application.
Name of Group/Organization Signature of Contact F	
Certificate of Insurance Attached Yes / No County Named Add'l Insured Yes / No Expiration Date 7/01/2024	
Following the activity, a facility/grounds inspection will occur. The renter is responsible for any damage or vandalism that did occur during the duration of the activity.	
Approved Disapproved	_
Approved By:	

In Re: The Estate of Ralph Ronsdale Wamsley, deceased

ORDER FOLLOWING JULY 13, 2023 HEARING

Now comes the undersigned President of the Upshur County Commission and recites the following **FINDINGS OF FACTS**:

- 1. Ralph Ronsdale Wamsley passed away on January 17, 2023.
- 2. Ralph Ronsdale Wamsley's Last Will and Testament was recorded in the Office of the Upshur County Commission in Will Book 69 at Page 178 on February 27, 2023.
- 3. On April 25, 2023, Michael W. Wamsley objected to the Sixth section, and only the Sixth section, of the Last Will and Testament of Ralph Ronsdale Wamsley.
- 4. On April 27, 2023, Rocky Randall Wamsley objected to the Sixth section, and only the Sixth section, of the Last Will and Testament of Ralph Ronsdale Wamsley.
- 5. On June 12, 2023, Michael W. Wamsley objected to the validity of the entire Last Will and Testament of Ralph Ronsdale Wamsley.
- 6. On June 12, 2023, Rocky Randall Wamsley objected to the validity of the entire Last Will and Testament of Ralph Ronsdale Wamsley.
- 7. The County Clerk recommended that the Last Will and Testament of Ralph Ronsdale Wamsley be approved based upon compliance with West Virginia Code 41-1-3 and West Virginia Code 41-5-15.

Now comes the undersigned President of the Upshur County Commission and ORDERS that:

1.	The Last Will and Testament of R	Ralph Ronsdale Wamsley is approved.
ENT	ERED:	
		Kristie Tenney
		President, Upshur County Commission

SCHEDULE OF FEDERAL AWARDS

Entity Nai Upshur County Commi	ission				
Name of (Tabatha R. Perry, Co Phone Nu 304-472-0535 ext. 2	ounty Administrato	r			
Program Name	CFDA#	D- Direct P- Pass-Through	Grant provided to a sub-recipient	Amount of Federal Expenditures	-
Small Cities Block Grant/Elkins Roa Justice Assistance Grant-PRO Violence Against Women-STOP Crime Victim Assistance-VOCA Crime Victim Assistance - VOCA (S Emergency Management & Preparati SIEEP(23) SIEEP (19) CVRF - ARP State & Comm Highway Safety Gran COPS School Grant (2021) COPS School Grant (2020) Homeland Security Grant Program (2 Homeland Security Grant Program (2 FY 22-23 Total CID Use Only Reviewed by Date posted to database	14.228 16.738 16.588 16.575 16.575 97.042 16.838 21.027 20.616 16.710 97.067 97.067	P P P P P P P D D P P P P P P P P P P P	55,266	\$ 55,266 \$ 15,000 \$ - \$ 21,672 \$ 13,147 \$ 33,555 \$ 70,177 \$ 23,898 \$ 1,799,288 \$ 4,571 \$ 80,639 \$ 146,230 \$ 3,489 \$ 1,361	*claimed revenue replacement

COPY SHEET AS NEEDED

UPSHUR COUNTY SAFE STRUCTURES AND SITES ENFORCEMENT BOARD

Meeting Agenda

Upshur County Administrative Annex Thursday, August 10, 2023 3:00 p.m.

- I. Call meeting to order
- II. Recognition of Guests
- III. Public Comment
- IV. Approval of previous meeting(s) minutes
 - July 13, 2023
- V. Report and/or action on Pending Cases
 - 121322-01 (Tenney)
 - 060823-01 (Sipe)
 - 062223-01 (Kesling)
- VI. Consider requests to establish new cases that were received on or before 08/7/2023.
- VII. Adjournment

The next Safe Structures & Sites Board Meeting will be held on Thursday, September 14, 2023 beginning at 3:00 p.m. at the Upshur County Administrative Annex, 91 West Main Street, Suite 101, Buckhannon, WV.

Upshur County Solid Waste Authority **Board Meeting Minutes**—May 8, 2023

Chair Joyce Harris-Thacker called the regularly scheduled meeting of the Upshur County Solid Waste Authority to order in the Conference Room of the UCSWA Building (located at 380 Mudlick Rd. Suite 102 Buckhannon, WV 26201) at 4:30 p.m. on May 8, 2023.

Present at the meeting were: Joyce Harris-Thacker, Jackie McDaniels, Paula Stone, Scott Randall, Mary Gower and Director Belinda Lewis. A quorum was present. There were no guests.

The minutes of the April 10th meeting had previously been sent to the members and were part of the agenda packet. A motion to accept the minutes was made by Jackie. Seconded by Mary. Motion carried.

The Financial Report for April was presented by the Treasurer, Scott. Register Reports for the four bank accounts with First Community Bank covering April 2023 were presented. The ending balances for the accounts are as follows:

		March	April
	REAP	\$100.00	\$100.00
	SWMB	\$5,235.64	\$5,146.82
•	Money Market	\$19,595.68	\$19,607.76
•	Operating	\$38,354.50	\$41,168.61

A motion to accept was made by Paula and seconded by Mary. Motion carried.

Director Belinda Lewis reported to the Board about holding the Paper Shred Event, attempting to find an auditor, holding fourth grade field trip and submitting the SWMB Grant.

The draft FY 2024 Budget was presented for review. The final budget will be approved in June.

A motion to permit the Chair to sign a SWMB Grant Resolution for Reallocation of Funds was made by Scott and seconded by Paula. Motion carried.

With no further business, the meeting was adjourned at 5:03 p.m.

Respectfully Submitted, (May 8, 2023)

Belinda Lewis, Director

løyce Harris-Thacker, Chair

(Signature copy to be maintained in the UCSWA Office)

Upshur County Solid Waste Authority

DIRECTOR'S REPORT - Belinda Lewis

Period from April 11th through May 8th, 2023

Activities Included:

- -Prepared and distributed by email the minutes of the April meeting.
- -Checked email and post office box several times a week.
- -Recorded deposits in the Operating Account and as per the auditor's suggestion, recorded them in the receipt book.
- -After April meeting, made copies of checks and mailed them and scanned a copy of the minutes to the county.
- -Reconciled bank statements for April.
- -Prepared checks to be signed at May meeting.
- -Prepared agenda and packets for May meeting and emailed a copy of the agenda to the board and the media.
- -Cleaned office.
- -Fielded many recycling calls on my cellphone.
- -Sent weekly updates to the board.
- -Conducted the Free Paper Shred Event on Saturday, April 29th.
- -Continued efforts to find an auditor and talked to the State Auditor's Office.
- -Held four (4) 4^{th} grade field trips on April 19^{th} and April $26^{th}..$
- -Represented UCSWA at a Career Fair at BUHS.
- -Worked on SWMB Budget Reallocation Request.
- -Submitted the SWMB FY 2024 Grant Application and contacted the SWMB Office to make sure it was received (because it now has to be done through OASIS).
- -Contacted the Public Service Commission regarding Jackie's continuation on the UCSWA.

Upshur County Public Library Board of Trustees Special Meeting May 24, 2023

A special meeting of the Upshur County Public Library Board of Trustees was held on Wednesday, May 24, 4:00 p.m. at the library. Board members in attendance were Carol Smith, John Haymond, Kyle Nuttall, and Katie Loudin. Absent was Sherry Dean. Also in attendance were Paul Norko, Library Director; and Connie Cutright, Business Manager.

The meeting was called to order by President Kyle Nuttall at 4:00 p.m.

The board approved the minutes of the April 19, 2023 meeting on a motion made by John and seconded by Carol.

The board accepted the financial reports for April, including itemized lists of electronic debits/credits on a motion made by Carol and seconded by Katie.

Director's Report – See the written report

Additions – Paul reported that Karen Heater will be officially retiring on June 29th after 37% years as an employee with the library. She will continue working part-time.

Unfinished Business

Hotspots - Paul explained that the cost of keeping all the hotspots was going to be much greater than originally planned. He stated we still have several holds for the hotspots. At this time, instead of reducing the number of hotspots, the board strongly recommended that two hotspots be reserved for staff and 48-hour checkout to patrons for job interviews, Zoom meetings, Dr. appointments - very specific reasons, and that the loan time for the other hotspots be reduced to one week.

MOE Spending - Paul and Connie are gathering estimates to fulfill the wish list discussed earlier in order to meet our maintenance of effort spending. Katie suggested a rocking recliner would be a nice addition to the downstairs area if funds are available.

New Business

FY2024 Budget – The board approved the proposed budget on a motion made by Katie and seconded by Carol.

Summer Reading Wrap Party – The Summer Reading Wrap Party will be at the Wildlife Center on Friday, June 30th from 2-4 p.m. Closing the library at 1:00 p.m. so that all staff could attend was approved by the board on a motion made by John and seconded by Carol.

Friends of the Library - A representative was not available. Paul stated the Friends will be having a raffle throughout the summer.

The next meeting will be at the library on June 21, at 4:00 p.m. The meeting was then adjourned.

Respectfully submitted,

Connie & Cutight Connie Cutright,

Business Manager

Board President

Elkins Road Public Service District Board of Directors' Regular Meeting June 6, 2023

The regular monthly meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Monday, June 6, 2023.

Chair, Carey Wagner, called the meeting to order at 5:00 p.m. and led the group in the Pledge of Allegiance.

Members Present were: Chair-Carey Wagner, Secretary-David Burr (by Phone) and Board Member-Wendell Grose

Staff Present were: Office Manager-Carolyn Douglas; Billing Clerk-Linzy Wilson; System Operator-David Wamsley

Unless otherwise stated all motions passed by vote 3-0.

Recognize that three (3) customers were present.

APPROVAL OF MINUTES

Minutes of May 2, 2023 Regular Monthly Meeting were presented for approval. Wendell Grose made a motion to approve the minutes. David Burr seconded. Motion carried

APPROVAL OF FINANCIAL REPORTS/BILLS TO DATE

Carey Wagner presented the Financial Report. Wendell Grose made a motion to approve the financial report and pay the bills to date. Seconded by David Burr. Motion carried

2023 - 2024 BUDGET

Carey Wagner presented the Budget for 2023 – 2024 for review and approval. David Burr made a motion to approve the new budget. Wendell Grose seconded. Motion carried

WVRWA – WATER ON THE MOUNTAIN CONFERENCE 2023

Carey Wagner ask for a motion to approve everyone attending plus appointing a voting delegate and alternate. Wendell Grose made a motion to approve attending the conference and appointing a voting delegate and alternate. David Burr seconded. Motion carried

UPDATE ON LEAD SURVEYS

Linzy Wilson gave an update to the Board on how many surveys we had back and how many we are going to have to start calling soon.

Elkins Road Public Service District Board of Directors' Regular Meeting June 6, 2023

PHASE III EXTENSION PROJECT UPDATES

No updates or paperwork were presented at this meeting.

MAINTENANCE

Dave Wamsley gave the May Maintenance Report. Our water average still continues to be extremely high per day even with the repair of the hole in the Gormley Tank. Filling of swimming pools this month has made it hard to determine how much that repair helped with our water loss. We continue to try and locate leaks on the system to help alleviate the water loss and bring down our City water bill.

There being no further business, the meeting adjourned on motion made by Dave Burr and seconded by Wendell Grose. Meeting adjourned at 5:45 p.m.

The next meeting will be held on Tuesday, July 11, 2023 at 5:00 p.m.

Respectfully submitted:

ERPSD Board of Directors Secretary, David Burr//CD

Attachments: Agenda

Sign In Sheet

Approved By:

Board Chair/Treasurer

Carey Wagner

Secretary

David A. Burr

Board Member

Wendell R. Grose

Upshur County Safe Structures and Sites Enforcement Board June 8, 2023

Members present:

Greg Harris, Chris Cook, Jerry Wamsley

Members absent:

Chris Garrett, JB Kimble

Others present:

Cindy Hughes, Assistant Administrator

Bruce White

The meeting was called to order at 3:00 p.m. by Greg Harris.

The May 11, 2023 meeting minutes were reviewed. On Motion by Chris Cook, seconded by Jerry Wamsley, the meeting minutes were approved.

Election of Officers: President - Chris Garrett Vice President - Jerry Wamsley Secretary - Chris Cook

On motion by Chris Cook, seconded by Greg Harris, nominations were approved.

The Enforcement Board reviewed the following cases:

121322-01 (Carl Tenney): This property is located at 10845 Old Elkins Road Ellamore, WV (Route 151). The Board discussed the status of the property since Mr. Tenney's passing. The property is being cleaned up by Mr. Tenney's brother. There is an old garage on the property that is unsafe. Mr. Tenney's ex-wife is the property owner as verified by the deed. Photos were reviewed. There is no one living in the home and the electric has been turned off. More of the garage structure had fallen. After discussion and on motion by Chris Cook, seconded by Jerry Wamsley, a Notice of Investigation will be sent to the current property owner.

051122-01 (White): This property is located at 497 Fishing Camp Road. Photos were reviewed. There is timber down on the property. The property owner was present at the meeting and reports that a dozer assisting in clean-up of the timber has been broken down for several months, which delayed the clean-up process. On motion by Chris Cook, seconded by Jerry Wamsley, the case is dismissed as the property does not pose a health or safety concern.

The Enforcement Board reviewed the following new cases:

060823-01 (Sipe): This property is located at 88 Jack Lane. On motion by Chris Cook, seconded by Jerry Wamsley, the Board voted to send a Notice of Investigation to the property owner. Photos will be taken and reviewed at next meeting.

Public Comment:

Bruce White spoke on behalf of his property located at 497 Fishing Camp Road.

Other Business:

The next meeting will be held on Thursday, July 13, 2023 at 3:00 p.m. in the Upshur County Commission Administrative Annex, 91 West Main Street, Suite 101, Buckhannon, WV. On motion by Greg Harris, seconded by Jerry Wamsley, the meeting adjourned at 3:19 p.m.

Approved by:

Greg Harris, Compliance Officer	Date
Chris Garrett, Board Member	7/13/2023 Date
Attended via Teleconference	
James B. Kimble, Board Member	Date
Chis Col	07/13/2023
Chris Cook, Board Member	Date
Jerry Wamsley, Board Member	Date

Upshur County Solid Waste Authority **Board Meeting Minutes**—June 12, 2023

Vice-Chair Jackie McDaniels called the regularly scheduled meeting of the Upshur County Solid Waste Authority to order in the Conference Room of the UCSWA Building (located at 380 Mudlick Rd. Suite 102 Buckhannon, WV 26201) at 4:35 p.m. on June 12, 2023.

Present at the meeting were: Jackie McDaniels, Paula Stone, Scott Randall, Mary Gower and Director Belinda Lewis. Joyce Harris-Thacker was absent. A quorum was present. There were no guests.

The minutes of the May 8th meeting had previously been sent to the members and were part of the agenda packet. A motion to accept the minutes was made by Scott. Seconded by Mary. Motion carried.

The Financial Report for May was presented by the Treasurer, Scott. Register Reports for the four bank accounts with First Community Bank covering May 2023 were presented. The ending balances for the accounts are as follows:

	April	May
 REAP 	\$100.00	\$100.00
 SWMB 	\$5,146.82	\$5,146.82
 Money Market 	\$19,607.76	\$19,620.25
 Operating 	\$41,168.61	\$38,174.52

A motion to accept was made by Paula and seconded by Mary. Motion carried.

Director Belinda Lewis reported to the Board about attempting to find an auditor, receiving the approval for the SWMB budget reallocations and contacting the Public Waste Commission about Jackie's reappointment.

The FY 2024 Budget was presented for approval. A motion to approve the FY 2024 Budget was made by Mary. Seconded by Scott. Motion carried.

A motion to reappoint Jacqueline McDaniels as Public Waste Commission representative of the UCSWA (pending receipt of the Commission's approval) was made by Scott. Seconded by Paula. Motion carried.

Mary made a motion to donate \$200 to the Recycling Coalition of WV. Seconded by Paula. Motion carried.

With no further business, the meeting was adjourned at 4:50 p.m.

Respectfully Submitted, (June 12, 2023)

Belinda Lewis, Director

Jacqueline McDanuel Nacqueline McDaniels, Vice Chair

(Signature copy to be maintained in the UCSWA Office)