



Upshur County Commission Meeting Agenda

Location of Meeting: Upshur County Courthouse Annex
Date of Meeting: March 21, 2019

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• March 14, 2019

10:00 a.m. Bid Award -- COPS Camera Surveillance Project

Items for Discussion / Action / Approval:

1. Discuss Brushy Fork and Stoney Run road complaints.*
2. Review and approve Independent Contractor Affidavit.* Page 4-5
3. Correspondence from Jack L. Reger, on behalf of the B-UHS Class of 1976, requesting permission to place a "Memorial Bench" at the Upshur County Pool memorializing Tappan William Squires. Upon approval, all costs associated with the construction and placement of the bench will be covered by Tappan's close friends and acquaintances.* Page 6
4. Correspondence from Jack L. Reger, on behalf of the B-UHS Class of 1976, seeking permission to utilize the Upshur County Pool on June 1, 2019 from 9 a.m. to 11 a.m. A fundraiser will be held on behalf of the Splash Williams' Scholarship Fund in memory and honor of Tappan Williams Squires. Upon approval, the "Laps for Tap" would take place in the pool. Lifeguards and event insurance would be provided in advance.* Page 7
5. Correspondence from Kirsten Coit-Fetty and Jennifer K. Bennett, on behalf of the Splashers Buckhannon Swim Club, requesting use of the Upshur County Pool for swim practice and home swim meets during the 2019 pool season. A Certificate of Insurance will be provided and the Club is able to pay \$50 for each home meet to cover the expense of a lifeguard. Upon approval, payment will be made after July 11th upon receipt of an invoice from the Office of the Upshur County Commission.* Page 8
6. Correspondence from the Lewis-Upshur Animal Control Facility in conjunction with Claws & Whiskers Rescue Foundation, requesting a donation to be utilized to fill purses or be used as a silent auction item.* Page 9
7. Review and approval of BU Recreational Park Facilities Director job description.* Page 10-14
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)



1. Correspondence from Governor Jim Justice announcing the Records Management and Preservation Board grant award in the amount of ten thousand seven hundred thirty seven dollars (\$10,737) to provide improvements for the offices of the Upshur County Assessor and Circuit Clerk. Page 15
2. Federal Aviation Administration Outlay Request Number 4 in the amount of sixty eight thousand six hundred eighty eight dollars (\$68,688) for the Airport Improvement Program Project No. 3-54-0039-032-2018 at the Upshur County Regional Airport in Buckhannon, WV. Page 16
3. Statewide Transportation Improvement Program (STIP) FFY 2016-2021 Program Amendment #25 dated March 8, 2019. Page 17-19
4. Upshur County Safe Structures and Sites Enforcement Board Petition for Order --- Case Number 101118-01 (Warren Tax District – Tax Map 6B – Parcel Number 11) Page 20
5. Hodgesville PSD Operating Budget for July 1, 2018 through June 30, 2019 Page 21
6. Upshur County Sheriff's Financial Statement for period ending February 2019 Page 22-23
7. Lewis-Upshur Animal Control Facility Adoption Financial Transactions – February 2019 Page 24
8. Public Notices:
 - a. Newsletters and/or Event Notifications:
 - April Make it Shine Cleanups Page 25-28
 - 2019 April Hydrant Flushings Page 29
 - 5th Annual Claws & Whiskers Benefit Bingo – April 14th at 12:30 p.m. Page 30
 - b. Agendas and/or Notice of Meetings:
 - Upshur County Public Library March 20, 2019 Page 31
 - City Council of Buckhannon March 21, 2019 Page 32
 - c. Meeting Minutes:
 - Upshur County Safe Structures and Sites Enforcement Board February 14, 2019 Page 33-34
 - d. Meetings:
 - 04/02/19 5:30 p.m. Elkins Road PSD
 - 04/02/19 4:00 p.m. Hodgesville PSD
 - 03/07/19 7:00 p.m. Banks District VFD
 - 03/07/19 7:00 p.m. Selbyville VFD
 - 03/11/19 12:00 p.m. Upshur County Family Resource Network
 - 04/08/19 4:30 p.m. Upshur County Solid Waste Authority
 - 03/11/19 5:30 p.m. Buckhannon-Upshur Recreational Park Advisory Board
 - 03/04/19 6:00 p.m. Lewis-Upshur Community Corrections Board-Lewis County
 - 03/12/19 7:30 p.m. Adrian VFD
 - 03/07/19 6:00 p.m. Buckhannon-Upshur Board of Health
 - 03/20/19 7:00 a.m. Upshur County Development Authority – Full Board

- 03/13/19 12:00 p.m. Upshur County Senior Center Board
- 03/14/19 3:00 p.m. Upshur County Conventions & Visitors Bureau
- 03/20/19 6:00 p.m. Upshur County Citizens Corp – CERT
- 03/13/19 7:00 p.m. Warren District VFD
- 03/14/19 10:00 a.m. Adrian PSD
- 03/13/19 3:00 p.m. Tennerton PSD
- 03/14/19 4:00 p.m. Upshur County Safe Sites & Structures Enforcement Board
- 03/14/19 7:30 p.m. Buckhannon VFD
- 03/14/19 4:00 p.m. Buckhannon Upshur Airport Authority
- 03/21/19 6:30 p.m. Upshur County Youth Camp Board – WVU Extension Office
- 03/17/19 6:00 p.m. Washington District VFD
- 03/18/19 12:00 p.m. Buckhannon-Upshur Chamber of Commerce
- 03/20/19 4:00 p.m. Upshur County Public Library Board
- 03/19/19 10:00 a.m. Wes-Mon-Ty Resource Conservation & Development Council-TVCD
- 03/19/19 6:30 p.m. Upshur County Fire Board, Inc.
- 03/26/19 12:00 p.m. UC Enhanced Emergency Telephone Advisory Board
- 03/13/19 7:00 p.m. Ellamore VFD
- 03/20/19 12:00 p.m. Lewis Upshur LEPC --- Upshur location
- 03/21/19 2:00 p.m. Upshur County Farmland Protection Board
- 03/27/19 10:00 a.m. James W. Curry Advisory Board
- 03/25/19 6:00 p.m. Upshur County Fire Fighters Association
- 03/13/19 6:00 p.m. Buckhannon River Watershed Association - WVWC
- 03/15/19 11:00 a.m. Region VI Local Elected Officials – Lewis County
- 04/22/19 12:00 p.m. Region VII Planning and Development Council

1. Appointments Needed or Upcoming:

- Tennerton Public Service District (unexpired term – July 31, 2019)

Tabled Items

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

Next Regular Meeting of the Upshur County Commission
March 28, 2019 --- 9:00 a.m.
Upshur County Courthouse Annex

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IN THE COUNTY COMMISSION OF
UPSHUR COUNTY, WEST VIRGINIA

INDEPENDENT CONTRACTOR AFFIDAVIT

Upshur County requires that a contractor performing improvements or construction on a building within its jurisdiction to obtain the requisite building permit from the County. A contractor seeking to obtain a building permit from Upshur County shall present a copy of that contractor's West Virginia contractor's license, a copy of that contractor's certificate of insurance, and a copy of that contractor's proof of workers' compensation insurance.

West Virginia Code § 23-1-1 *et. seq.* mandates that an employer provide a West Virginia workers' compensation policy to cover certain employees described in Chapter 23 and the rules promulgated thereunder. With very limited exception, every employer shall obtain West Virginia workers' compensation coverage for the protection of its employees.

All individuals performing services for compensation paid by an employer are presumed to be employees and required to be covered by a West Virginia workers' compensation insurance policy unless and until it is shown that the worker is an independent contractor. *The burden of proving that an individual is an independent contractor is at all times, on the party asserting independent contractor status.*

In light of the foregoing, I, _____,
do hereby swear or affirm, under penalty of perjury, that **I am an independent contractor**
because I can satisfy all the following requirements: (Please initial beside each section)

_____ 1. The individual holds himself or herself out to be in business for himself or herself;

_____ 2. The individual has control over the time when the work is being performed, and the individual's work schedule is not dictated by the person or entity for whom the work is performed. This criterion does not prohibit the person or entity for whom the work is performed from reaching agreement with the individual as to completion schedule, range of work hours, and maximum number of work hours to be provided by the individual, and, in the case of entertainment, the time such entertainment is to be presented;

_____ 3. The individual has control and discretion over the means and manner of performance of the work being performed and in achieving the result of the work. In other words, the individual is not being supervised by the person or entity for whom the work is performed on an ongoing basis, but rather, the individual is given a description and expectation of the work to be performed at the outset of the retention of the individuals' services and then is expected to perform the services contracted for without any ongoing supervision. The mere fact that a person or entity for whom the work is being performed checks on the status of the work from time to time, or otherwise monitors the work being performed for the purposes of legal compliance with federal or state laws related to safety does not constitute supervision on an ongoing basis;

_____. 4. Unless expressly required by law, the individual is not required to work exclusively for the person or entity for whom the work is performed; and

_____. 5. If the use of equipment is required to perform the work, the individual provides most significant equipment required to perform the job.

I, _____, do hereby swear or affirm, under penalty of perjury, that I am an independent contractor because I satisfy all of the foregoing requirements.

Signature

Date

STATE OF _____

COUNTY OF _____, to wit:

Taken, subscribed, and sworn to before me this _____ day of _____, 2019.

My commission expires: _____

Notary Public

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B-UHS Class of 1976
C/O Jack Reger
76 East Main Street
Buckhannon, WV 26201
304-997-9883

18 March 2019

Upshur County Commission
C/O Carry Wallace, County Administrator
91 West Main Street, Suite 101
Buckhannon, WV 26201

RE: Tappan Williams Squires Memorial Bench

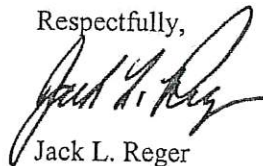
Dear Upshur County Commission

Members of the Buckhannon-Upshur High School class of 1976, close friends and acquaintances only, are requesting permission to place a "Memorial Bench" at the Upshur County Pool located at Buckhannon-Upshur High School. Our desire is to memorialize *Tappan Williams Squires'* commitment, sacrifice, and dedication to the students and the Buckhannon-Upshur High School Community. Her selfless efforts have and will continue to benefit generations of families in Upshur County and families throughout the region. Her influence is certainly widespread!

All costs associated with the construction and placement of the bench will be covered by Tappan's close friends and acquaintances.

Please do not hesitate to contact me if you have any questions.

Respectfully,



Jack L. Reger

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B-UHS Class of 1976
C/O Jack Reger
76 East Main Street
Buckhannon, WV 26201
304-997-9883

18 March 2019

Upshur County Commission
C/O Carry Wallace, County Administrator
91 West Main Street, Suite 101
Buckhannon, WV 26201

RE: Tappan Williams Squires Memorial Run/Walk
"Laps for Tap"
On Behalf of Splash Williams Scholarship Fund

Dear Upshur County Commission,

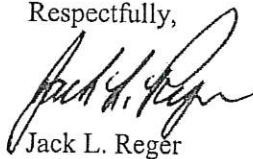
The Buckhannon-Upshur High School class of 1976; students, faculty, and staff of Upshur County Schools; and community members will be undertaking a fund raiser on behalf of the *Splash Williams' Scholarship Fund* in memory and honor of our friend, colleague, and classmate Tappan Williams Squires. Rick Muhr, professional marathon coach, will be running fifty (50) miles as the main part of the fundraiser. This event will take place at the B-UHS track on 01 June 2019.

Additionally, we are seeking permission to use the Upshur County Pool on the above listed date, from 9:00 – 11:00 a.m. so students can swim, "Laps for Tap", as part of the fundraiser. Swimmers will be collecting pledges and/or donations for this activity. "Laps for Tap" will occur prior to the daily operation of the pool and will not interfere with your clientele. We will be providing lifeguards and event insurance as required.

This is a one-time event and all proceeds will go to the scholarship fund. Thank you in advance for your support in this endeavor!

Please do not hesitate to contact me if you have any questions.

Respectfully,



Jack L. Reger



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March 13, 2019

Dear Upshur County Commission:

The Buckhannon Swim Club would like to request the dates and times listed below for swim practice and swim meets. Your consideration is greatly appreciated.

Long Course Practice	Monday, Wednesday and Friday 7:45-8:45am
Regular Practice	Monday-Friday (8:45am set-up) 9:00-11:00am practice *June 3- July 18, 2019
Home Meet Dates	June 6, 13, 20, 27 and July 11, 2019 *Set-up at 5:30pm, warm- ups at 6:00pm, meet starts at 6:30pm

We will provide a Certificate of Insurance prior to the first day of practice. We also will be able to pay \$50 for each home meet to cover the expense of the lifeguard. If possible, we would like to make this payment after July 11th, due to possible weather cancellations.

Sincerely,

Kirsten Coit-Fetty, President

Buckhannon Swim Club

Jennifer K. Bennett, Treasurer

Buckhannon Swim Club

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Lewis-Upshur Animal Control Facility

In Conjunction with

Claws & Whiskers Rescue Foundation

318 Mud Lick Road

Buckhannon WV 26201

(304) 472-3865

The Lewis-Upshur Animal Control Facility is a small sixteen kennel run facility that operates for both Lewis and Upshur Counties and houses both dogs and cats. We work with several rescue groups throughout West Virginia and the surrounding states and have now branched out to several other states and their rescue groups thanks in large part to our partnerships with two different small plane rescue transporters. We offer area pet owners a low cost spay/neuter opportunity once a month during the months of April-December by running transportation down to Barboursville, WV to the Help For Animals Clinic and we work with one of our local vets to offer an additional low cost spay day monthly. We host various fundraisers and adoption events throughout the year as well as work with individuals who although they cannot own an animal, sponsor the spay or neuter of some of our shelter animals in the hopes of finding them a new home more quickly. Our next fundraiser is a benefit purse bingo to be held on April 14, 2019 at 12:30PM at the Buckhannon Moose Lodge. It is being hosted in partnership with the Claws & Whiskers Rescue Foundation which is a 501c3 non-profit organization and consists of local animal lovers/supporters of our facility. All proceeds will go directly towards the facility animals. We are in the process of collecting donations to fill our purses, as well as offer Chinese and/or silent auction items for this event. We will be offering a 50/50 drawing, a special raffle for those who bring any cat or dog item for donation, and a variety of food and drinks to choose from. We also have several vendors who are setting up a table such as Lipsense and Pampered Chef. We would love to see each and every one of you there and would like to express our sincere gratitude for considering our animal facility's fundraiser as a recipient of your tax-deductible donation.

Job Description

Job Title: BU Recreational Park Facilities Director

Department: Upshur County Commission

Supervisor: Assistant County Administrator and/or Administrator

FLSA Status: Temporary / Seasonal

Prepared By: Tabatha R. Perry, Asst. Co. Administrator

Prepared Date: July 31, 2018

Approved By:

Approved Date:

Summary

Oversees the operation of the Buckhannon-Upshur Recreational Park Facilities and strives to provide a safe, clean and enjoyable environment for the community to utilize by performing the following duties personally or through subordinate supervisors.

Essential Duties and Responsibilities include the following. Other duties may be assigned.

Participate in the hiring process for lifeguards and supervisory staff, including on-boarding and completion of HR paperwork;

Conduct regular in-service training with lifeguards, schedule lifeguard training recertification and first aid class;

Prepare pool for opening and closing each season, including assisting the Maintenance Department with necessary cleaning, painting, mowing, etc.;

Oversee daily maintenance of the facilities including the pool, bath house/restrooms, concession stand and pavilions.

Inspect equipment and facilities to detect wear and damage; report to Upshur County Maintenance Department.

Regularly tour facilities to assess enhancement/development possibilities and report the same to the Commission Office and/or Maintenance Department;

Inform patrons of the amenities offered at the facility including swim lessons, facility rentals and exercise classes. Advertise the same on the facilities social media outlets and post updates regularly. Respond promptly to social media inquiries.

Make patrons aware of park rules through informational postings and enforcement;



Monitor activities to ensure adherence to rules and safety procedures, or arrange for the removal of unruly patrons.

Monitor and regulate pool chemicals. Prepare and remit weekly reports to Upshur Buckhannon Health Department.

Prepare and manage shift schedule for the facility and schedule lifeguard coverage for the Upshur County Youth Camp.

Schedule use of recreation facilities, prepare and mail contracts, update reservations on the shared Gmail calendar, maintain contact with renters during inclement weather, reschedule rentals in the event of a cancellation

Schedule swim lessons and facilitate swim team usage of the pool.

Inventory chemicals, cleaning supplies, paper products, office supplies and concession items. Reorder and pick-up when necessary.

Collect admission fees from customers.

Sell and serve refreshments to customers.

Record details of attendance, sales, receipts, reservations and repair activities.

Prepare and remit the following reports to the Upshur County Commission: (1) weekly attendance / revenue (2) labor percentages (3) concession sales

Make daily deposits to Tax Office - include completed deposit slip

Communicate regularly with the Commission staff and Advisory Board regarding safety, staff, facility/maintenance and attendance.

Supervisory Responsibilities

Manages three subordinate supervisors who oversee a total of 20-25 employees in the Pool Area, Admissions and Concessions. Is responsible for the overall direction, coordination, and evaluation of these supervisors. Also directly supervises the lifeguards and admission staff. Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include training employees, planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

Education and/or Experience

High School diploma or equivalent is required. Previous managerial experience and knowledge of pool operations would be beneficial.

Certificates, Licenses, Registrations

Certified Pool Operator's License, valid WV Food Handler's Card and current driver's license are required. Training in first aid/CPR is preferable.

Competencies

To perform the job successfully, an individual should demonstrate the following competencies:

Job Knowledge - Competent in required job skills and knowledge; exhibits ability to learn and apply new skills; keeps abreast of current developments; requires minimal supervision; displays understanding of how job relates to others; uses resources effectively.

Sales Skills - Maintains customer satisfaction; maintains records and promptly submits information.

Problem Solving - Identifies and resolves problems in a timely manner; gathers and analyzes information skillfully; develops alternative solutions; works well in group problem solving situations; uses reason even when dealing with emotional topics.

Customer Service - Manages difficult or emotional customer situations; responds promptly to customer needs; solicits customer feedback to improve service; responds to requests for service and assistance; meets commitments.

Communications - Exhibits good listening and comprehension; keeps others adequately informed; selects and uses appropriate communication methods.

Oral Communication - Speaks clearly and persuasively in positive or negative situations; listens and gets clarification; responds well to questions; demonstrates group presentation skills.

Written Communication - Writes clearly and informatively; edits work for spelling and grammar; presents numerical data effectively; able to read and interpret written information.

Delegation - Delegates work assignments; matches the responsibility to the person; sets expectations and monitors delegated activities; provides recognition for results.

Leadership - Exhibits confidence in self and others; inspires and motivates others to perform well; effectively influences actions and opinions of others; accepts feedback from others; gives appropriate recognition to others.

Recruitment & Staffing - Presents positive, realistic view of the organization; analyzes and forecasts staffing needs.

Cost Consciousness - Works within approved budget; develops and implements cost saving measures; contributes to profits and revenue; conserves organizational resources.

Diversity - Demonstrates knowledge of EEO policy; shows respect and sensitivity for cultural differences; promotes a harassment-free environment.

Personal Appearance - Dresses appropriately for position; keeps self well groomed.

Attendance/Punctuality - Is consistently at work and on time; ensures work responsibilities are covered when absent; arrives at meetings and appointments on time.

Dependability - Follows instructions, responds to management direction; takes responsibility for own actions; keeps commitments; commits to long hours of work when necessary to reach goals; completes tasks on time or notifies appropriate person with an alternate plan.

Judgment - Displays willingness to make decisions; exhibits sound and accurate judgment; supports and explains reasoning for decisions; includes appropriate people in decision-making process; makes timely decisions.

Safety and Security - Observes safety and security procedures; determines appropriate action beyond guidelines; reports potentially unsafe conditions; uses equipment and materials properly.

Qualifications To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Language Skills

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively to employees and customers.

Mathematical Skills

Ability to calculate figures and amounts such as discounts, proportions, percentages, area, circumference, surface area and volume. Ability to apply concepts of basic algebra and geometry.

Reasoning Ability

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

Computer Skills

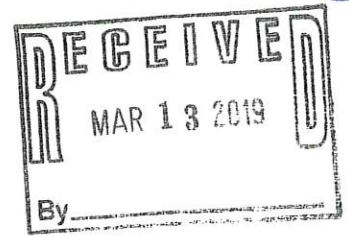
To perform this job successfully, an individual should have knowledge of Microsoft Internet Explorer, Google Chrome; Microsoft Excel Spreadsheet software and Microsoft Word.

Physical Demands The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this Job, the employee is regularly required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms and talk or hear. The employee is frequently required to stoop, kneel, crouch, or crawl. The employee must regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision and depth perception.

Work Environment The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this Job, the employee is regularly exposed to outside weather conditions that can vary from cold temperatures to extreme heat. The employee is frequently exposed to toxic or caustic chemicals. The employee is regularly exposed to wet and/or humid conditions; and moving mechanical parts. The noise level in the work environment is usually loud.



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Jim Justice
Governor of West Virginia

March 1, 2019

The Honorable Samuel Nolte, President
Upshur County Commission
38 West Main Street, Room 302
Buckhannon, West Virginia 26201

Dear President Nolte:

It is my pleasure to announce a Records Management and Preservation Board grant award of \$10,737 to provide improvements for the offices of the Upshur County Assessor and Circuit Clerk. Archives and History Director Joseph N. Geiger, Jr. of the West Virginia Department of Arts, Culture and History will be in contact with you soon regarding this project, which may commence on July 1, 2019.

I am confident the funds will be put to good use to improve the management and preservation of the county's records for the benefit of its citizens. Thank you for your efforts to enhance access to the public records of Upshur County.

Sincerely,

A handwritten signature of Jim Justice in dark ink, written over the word "Sincerely,".

Jim Justice
Governor

cc: Joseph N. Geiger, Jr.

16

REQUEST FOR ADVANCE OR REIMBURSEMENT

Approved by Office of Management and
Budget, No. 80-RO181

PAGE 1 OF 1

1. TYPE OF REQUEST
[] ADVANCE [] REIMBURSEMENT
[] FINAL [X] PARTIAL

2. BASIS OF REQUEST
[X] CASH [] ACCRUAL

3. FEDERAL SPONSORING AGENCY AND ORGANIZATIONAL
ELEMENT TO WHICH THIS REPORT IS SUBMITTED

Federal Aviation Administration

4. FEDERAL GRANT OR OTHER
IDENTIFYING NUMBER ASSIGNED
BY FEDERAL AGENCY

3-54-0039-032-2018

5. PARTIAL PAYMENT REQUEST NO.

Request #4

6. EMPLOYER IDENTIFICATION
NUMBER
30-0733276

7. RECIPIENT ACCOUNT OR OTHER
IDENTIFYING NUMBER

8. PERIOD COVERED BY THIS REPORT

FROM: (MONTH / DAY / YEAR)

February 14, 2019

TO: (MONTH / DAY / YEAR)

March 14, 2019

9. RECIPIENT ORGANIZATION

Name: **Buckhannon Upshur Airport Authority**

No. and **Post Office Box 1042**
Street:

City, State **Buckhannon, West Virginia 26201**
and ZIP Code:

10. PAYEE (Where check should be sent if different than item 9)

Name:

No. and
Street:

City, State
and ZIP Code:

COMPUTATION OF AMOUNT OF REIMBURSEMENT / ADVANCES REQUESTED

PROGRAMS / FUNCTIONS / ACTIVITIES	(a) Budget	(b) Total to Date	(c) Previously Requested	Total This Period
a. Administrative expense	\$6,000.00	\$3,273.63	\$3,273.63	\$0.00
b. Preliminary Expense	\$0.00	\$0.00	\$0.00	\$0.00
c. Land, structures, right-of-way	\$0.00	\$0.00	\$0.00	\$0.00
d. Architectural engineering basic fees	\$36,762.00	\$25,119.13	\$22,504.13	\$2,615.00
e. Other Architectural engineering fees	\$0.00	\$0.00	\$0.00	\$0.00
f. Project Inspection fees	\$38,958.00	\$5,785.00	\$390.00	\$5,395.00
g. Land Development	\$0.00	\$0.00	\$0.00	\$0.00
h. Relocation expenses	\$0.00	\$0.00	\$0.00	\$0.00
i. Relocation payments to individuals and businesses	\$0.00	\$0.00	\$0.00	\$0.00
j. Demolition and removal	\$0.00	\$0.00	\$0.00	\$0.00
k. Construction and project improvement costs	\$632,045.00	\$157,275.00	\$88,965.00	\$68,310.00
l. Equipment	\$0.00	\$0.00	\$0.00	\$0.00
m. Miscellaneous cost	\$0.00	\$0.00	\$0.00	\$0.00
n. Total Cumulative to Date (sum of line a. through line m.)	\$713,765.00	\$191,452.76	\$115,132.76	\$76,320.00
o. Deductions for program income				
p. Net cumulative to date (line n. minus line o.)				
q. Federal share to date				
r. Rehabilitation grants (100% reimbursement)				
s. Total Federal Share (line q. plus line r.)	\$642,388.00	\$172,307.48		
t. Federal payments previously requested		\$103,619.00		
u. Amount requested for reimbursement				\$68,688.00
v. Percentage of physical completion of project		27%		

12.

CERTIFICATION

I certify that to the best of my knowledge and belief the data above is correct and that all outlays are made in accordance with the grant condition or other agreement and that payment is due and has not been previously requested.

RECIPIENT

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL



TYPED OR PRINTED NAME AND TITLE

William M. Thomas
President, Buckhannon Upshur Airport Authority

DATE REPORT
SUBMITTED

3/14/19

TELEPHONE

(304) 472-8418

Representative
certifying to line
11v.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL



TYPED OR PRINTED NAME AND TITLE

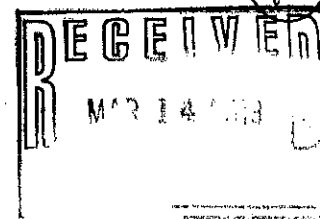
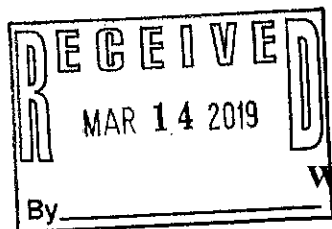
Samuel R. Nolte
President, Upshur County Commission

DATE SIGNED

3/15/19

TELEPHONE

(304) 472-0535



WEST VIRGINIA DEPARTMENT OF TRANSPORTATION

Division of Highways

1900 Kanawha Boulevard East • Building Five • Room 110
Charleston, West Virginia 25305-0430 • (304) 558-3505

Thomas J. Smith, P. E.
Secretary of Transportation/
Commissioner of Highways

March 8, 2019

To Whom It May Concern:

The Statewide Transportation Improvement Program (STIP) is a financially constrained document required to show planned Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) expenditures for federal fiscal years 2016-2021. One of the requirements to funding any project with FHWA or FTA funds is that each proposed project undergoes a public "review and comment period." Therefore, additions or deletions to the STIP and certain changes to projects currently in the STIP must meet this requirement before federal funds can be obtained. Accordingly, I am again requesting your assistance in making available (to anyone who wishes to review them) the attached listing of proposed amendments to the approved 2016-2021 STIP.

All written comments are to be received no later than March 18, 2019 and should be addressed to:

Mr. Ryland W. Musick, Jr., M. S., P. E.
Director, Programming Division
West Virginia Division of Highways
Building 5, Room A-430
1900 Kanawha Boulevard, East
Charleston, West Virginia 25305-0430

Thank you for your assistance with this matter. Should you need additional information, please feel free to contact my office at (304) 558-6233.

Sincerely,

Aaron C. Gillispie, P. E.
State Highway Engineer/
Acting Deputy State Highway Engineer –
Programming and Planning

ACG:MI

Attachment

cc: Mrs. Chandra Inglis-Smith, Federal Highway Administration – w/ attachment
Ms. Michele DeAngelis, Federal Transit Administration – w/ attachment

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**STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM (STIP) FFY 2016-2021
PROGRAM AMENDMENT**

COUNTY	FFY	DISTRICT	GROUP	FUNDING OBLIGATION DATE	FUND TYPE	PHASE	ROUTE	PROJECT NAME	TYPE OF WORK	STATE PROJ. NUMBER	FEDERAL PROJECT NUMBER	FEDERAL DOLLAR COST	TOTAL PHASE COST	FEDERALCOST CHANGE
PROJECT COMMENTS														
PUTNAM	2019	1	MPO	6/28/2019	STP	CON	WV817	WINFIELD RD	RESURFACE	S340 817 01171 00	STBG0817006D	\$732,000	\$915,000	\$0
2016-2021 AMD 25 - ADD NEW PROJECT														
RALEIGH	2019	10	MPO	6/28/2019	NHPP	CON	I064	BRAGG - SANDSTONE RD	RESURFACE	S341 64 13300 00	NHPP0644222D	\$1,800,000	\$2,000,000	\$0
2016-2021 AMD 25 - ADD NEW PROJECT														
RALEIGH	2019	10	MPO	3/28/2019	NHPP	ENG	US019A	CROSS RDS MALL BR EB & WB	MAJOR C & P	S341A 19 00178 00	NHPP0019471D	\$9,000	\$10,000	\$0
2016-2021 AMD 25 - ADD NEW PROJECT														
RALEIGH	2019	10	MPO	7/28/2019	NHPP	CON	US019A	CROSS RDS MALL BR EB & WB	MAJOR C & P	S341A-19 00178 00	NHPP0019472D	\$855,000	\$950,000	\$0
2016-2021 AMD 25 - ADD NEW PROJECT														
RALEIGH	2019	10	MPO	6/28/2019	STP	CON	WV016	SOPHIA - MABSCOTT RD	RESURFACE	S341 016 01255 00	STP0016282D	\$1,840,000	\$2,300,000	\$0
2016-2021 AMD 25 - ADD NEW PROJECT														
RANDOLPH	2020	8		8/28/2020	NHPP-EXEMPT	CON	US048	US 219 CONN-WV 72 I/C (DESIGN/BUILD) (AC	GR, DR, BRS	X342 H 04021 04	NFA2317014	\$8,000,000	\$8,000,000	\$0
2016-2021 AMD 25 - CHANGE FUNDING, ADD AC PAYBACKS, 22% TOTAL FUND COST INCREASE														
RANDOLPH	2021	8		8/28/2021	NHPP-ADHS	CON	US048	US 219 CONN-WV 72 I/C (DESIGN/BUILD) (AC	GR, DR, BRS	X342 H 04021 04	NFA2317014	\$26,000,000	\$26,000,000	\$5,000,000
2016-2021 AMD 25 - CHANGE FUNDING, ADD AC PAYBACKS, 22% TOTAL FUND COST INCREASE														
RANDOLPH	2018	8		7/12/2018	OTHER	CON	US048	US 219 CONN-WV 72 I/C (DESIGN/BUILD) (GO	GR, DR, BRS	X342 H 04021 04	NFA2317014	\$0	\$90,000,000	\$0
2016-2021 AMD 25 - CHANGE FUNDING, ADD AC PAYBACKS, 22% TOTAL FUND COST INCREASE														
ROANE	2019	3		4/28/2019	NHPP	CON	I079	AMMA - CO 29 O/P	RESURFACE	S344 79 02549 00	NHPP0792199D	\$12,600,000	\$14,000,000	\$0
2016-2021 AMD 25 - ADD NEW PROJECT														
WAYNE	2019	2	MPO	4/28/2019	NHPP	ENG	US052	JAMES RIVER RD O/P	REPLACE SUPERSTRUCTURE	U350 52 00101 00	NHPP0052338D	\$636,000	\$795,000	\$0
2016-2021 AMD 25 - ADD NEW PROJECT														
WOOD	2019	3	MPO	4/28/2019	NHPP	ROW	WV002	PARKERSBURG - ST MARYS RD (GO BOND 3)	UPGRADE TO 5 LANE	U354 002 02311 07	NHPP0002595D	\$22,500,000	\$25,500,000	\$13,700,000
2016-2021 AMD 25 - 132% COST INCREASE (>\$2M)														
WOOD	2019	3	MPO	6/28/2019	NHPP	CON	I077	SAULSBURY - MINERAL WELLS	RESURFACE	S354 77 16516 00	NHPP0773479D	\$810,000	\$900,000	\$0
2016-2021 AMD 25 - ADD NEW PROJECT														
STATEWIDE	2019	99		4/28/2019	STP	ENG	NA999	2019 RETROREFLECTIVITY	MOBILE TESTING OF TRAFFIC STRIPING	T699 RETRO 1 00	STBG2018194D	\$280,000	\$350,000	\$0
2016-2021 AMD 25 - ADD NEW PROJECT														

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**STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM (STIP) FFY 2016-2021
PROGRAM AMENDMENT**

COUNTY	FFY	DISTRICT	GROUP	FUNDING OBLIGATION DATE	FUND TYPE	PHASE	ROUTE	PROJECT NAME	TYPE OF WORK	STATE PROJ. NUMBER	FEDERAL PROJECT NUMBER	FEDERAL DOLLAR COST	TOTAL PHASE COST	FEDERAL COST CHANGE
PROJECT COMMENTS														
STATEWIDE	2021	99		1/28/2021	OTHER	ENG	NA	CY LTAP 21	DEVELOPMENT AND DISTRIBUTION ED MATERIAL	T699 LTAP 21 00	LTAP2021???D	\$150,000	\$300,000	\$0
2016-2021 AMD 25 - ADD NEW PROJECT														
STATEWIDE	2021	99		6/28/2021	STP	OTHER	NA999	DISADV BUS SUPP SERVICES	DBE SUPPORTIVE SERVICES	T699 DBE 21 00	STP2021???D	\$238,605	\$238,605	\$0
2016-2021 AMD 25 - ADD NEW PROJECT														
STATEWIDE	2019	99		7/28/2019	STP	CON	NA999	FOUR LANE PAVEMENT SEALING	PAVE CRACK SEAL	S399 SEAL 19 01	NHPP2019042D	\$4,311,000	\$4,995,000	\$2,835,000
2016-2021 AMD 25 - COMBINE WITH S399-SEA/L-19 02, CHANGE NAME														
STATEWIDE	2019	99		7/28/2019	NHPP	CON	NA999	PAVEMENT SEALING 2019	PAVE CRACK SEAL	S399 SEAL 19 02	NHPP2019047D	\$2,835,000	\$3,150,000	\$0
2016-2021 AMD 25 - DELETE, COMBINE WITH S399-SEA/L-19 01														
STATEWIDE	2019	99		3/28/2019	HSIP	ENG	NA999	TIM IMPLEMENTATION & TRAINING	TRAFFIC INCIDENT MANAGEMENT	T699 TIMIT 1 00	HSIP2018193D	\$400,000	\$500,000	\$0
2016-2021 AMD 25 - ADD NEW PROJECT														
STATEWIDE	2019	99		4/28/2019	STP	ENG	NA999	TRAFFIC SYSTEM SUPPORT	COMM FOR TRAFFIC SIGNAL SYSTEM	T699 TRAFS 1 00	STBG2018192D	\$60,000	\$75,000	\$0
2016-2021 AMD 25 - ADD NEW PROJECT														

Upshur County Safe Structures & Sites Enforcement Board

Upshur County Courthouse Annex
91 West Main Street Buckhannon West Virginia 26201
Phone: (304) 472-0535 Fax: (304) 472-2399

March 15, 2019

Carroll & Elouise Chapman
897 Upper Pecks Run Road
Buckhannon, WV 26201


Subj: Petition for Order --- Case Number: 101118-01

The purpose of the Upshur County Safe Structures and Sites Ordinance is to promote the public safety and welfare of the residents of Upshur County. Based upon the numerous visits and investigation of the above referenced property (Warren Tax District -Tax Map 6B - Parcel Number 11), please be advised that the Enforcement Board requests, pursuant to Article 4 of said Ordinance, an Order of the Upshur County Commission requiring clean-up of the property. Specific findings and recommendations include the following:

- Correction of any health and safety hazards, including but not limited to the removal and proper disposal of any debris, trash, junk vehicles and/or removal and proper disposal of any environmental hazards.

Please be advised that unless the property owner or owners would file a written request for a hearing with the Clerk of the County Commission of Upshur County, 40 West Main Street, Room 101, Buckhannon, West Virginia, 26201, within twenty (20) days of receipt of this petition, an order will be issued by the County Commission implementing the above recommendations.

It is the desire of the members of the Enforcement Board that this matter be completed in a manner that is convenient and efficient for all involved parties. Thank you for your assistance and cooperation.


Gregory B. Harris
Compliance Officer

HODGESVILLE PUBLIC SERVICE DISTRICT
PO BOX 758
BUCKHANNON, WV 26201

OPERATING BUDGET
JULY 1, 2018 THRU JUNE 30, 2019

<u>INCOME</u>	<u>BUDGET</u>
INTEREST INCOME	600.00
PENALTIES	20,595.00
RESIDENTIAL SEWER SALES	613,177.00
COMMERCIAL SEWER SALES	134,128.00
TOTAL RECEIPTS	\$768,500.00
 <u>EXPENSES</u>	
PSC ASSESSMENT FEES	1,500.00
INTEREST EXPENSE	140,200.00
AMORTIZATION EXPENSE	1,694.00
BOARD MEMBER FEES	4,200.00
WATER PURCHASES	205,248.00
UTILITIES	16,000.00
OFFICE SUPPLIES AND EXPENSE	3,635.00
CONTRACTUAL SERVICES-ADMINISTRATION	45,264.00
LEGAL	5,000.00
O/S SERVICE CUSTOMER ACCTS	45,805.00
MANAGEMENT FEES	4,360.00
O/S TRANS AND DIST MAINT.	125,484.00
CONTRACT SERVICES TESTING	22,175.00
RENTAL EXPENSE	1,500.00
INSURANCE AND BONDING	11,301.00
TELEPHONE	1,542.00
BANK CHARGES	1995.00
SOFTWARE SUPPORT	600.00
OTHER EXPENSES	6010.00
POSTAGE	5,113.00
CONTINGENCY	18525.00
BOND RESERVE REQUIRED	13,000.00
BOND PRINCIPLE	68,720.00
REPAIR & REPLACEMENT RESERVE	<u>42,100.00</u>
TOTAL BUDGET EXPENDITURES	\$790,971.00



Upshur County Sheriff's Financial Statement

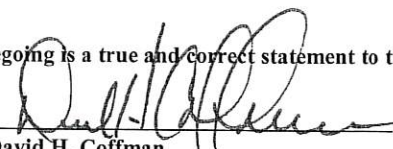
For Period Ending: February 2019

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FUND NAME	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 001 GENERAL COUNTY FUND	\$ 351,225.58	\$ 1,094,118.35	\$ (622,833.49)	\$ 822,510.44
FUND - 002 COAL SEVERANCE TAX FUND	\$ 18,827.40	\$ 0.70	\$ (10,000.00)	\$ 8,828.10
FUND - 003 DOG AND KENNEL FUND	\$ 40,576.17	\$ 22,475.51	\$ (34,015.70)	\$ 29,035.98
FUND - 004 GENERAL SCHOOL FUND	\$ 34,480.94	\$ 3,695.00	\$ (29,719.25)	\$ 8,456.69
FUND - 005 MAGISTRATE COURT FUND	\$ 7,121.16	\$ 1,125.00	\$ (21.00)	\$ 8,225.16
FUND - 006 WORTHLESS CHECK FUND	\$ 141,063.48	\$ 176.08	\$ -	\$ 141,239.56
FUND - 007 E-911 FUND	\$ 519,067.56	\$ 35,053.23	\$ (226,182.55)	\$ 327,938.24
FUND - 008 HOME CONFINEMENT FUND	\$ 54,330.76	\$ 4,492.77	\$ (28,020.12)	\$ 30,803.41
FUND - 013 CURRY PARK FUND	\$ 59,832.94	\$ 4.00	\$ (22,599.68)	\$ 37,237.26
FUND - 015 CURRY LIBRARY FUND	\$ 50,461.02	\$ 41.46	\$ (2,876.39)	\$ 47,626.09
FUND - 018 AIRPORT CONSTRUCTION FUND	\$ 0.10	\$ -	\$ -	\$ 0.10
FUND - 019 UPSHUR COUNTY FIRE FEE FUND	\$ 13,315.24	\$ 5,415.10	\$ (6,330.14)	\$ 12,400.20
FUND - 021 EE HEALTH CARE REIMBURSEMENT FUND	\$ 44,964.63	\$ 8,762.00	\$ (13,270.76)	\$ 40,455.87
FUND - 039 COAL REALLOCATION FUND	\$ 157,700.27	\$ 1.21	\$ -	\$ 157,701.48
FUND - 052 EMPLOYEE BENEFITS FUND	\$ 876,051.55	\$ 6.68	\$ (15,382.00)	\$ 860,676.23
FUND - 056 ASSESSOR'S VALUATION FUND	\$ 246,721.87	\$ 30,464.18	\$ (48,567.31)	\$ 228,618.74
FUND - 058 UP.CO.FIN.STBL.FUND	\$ 646,779.01	\$ 50,000.00	\$ -	\$ 696,779.01
FUND - 059 CONCEALED WEAPONS FUND	\$ 23,070.35	\$ 2,101.79	\$ (924.04)	\$ 24,248.10
FUND - 063 VOTER'S REGISTRATION FUND	\$ 5,250.10	\$ 0.04	\$ -	\$ 5,250.14
FUND - 071 JURY FUND	\$ 9,086.20	\$ 8,348.99	\$ (2,395.19)	\$ 15,040.00
FUND - 073 SPECIAL LAW ENFRMCT INVESTIGATION FUND	\$ 2,485.23	\$ 0.02	\$ -	\$ 2,485.25
FUND - 078 CHILD EXCHANGE & VISITATION FUND	\$ 25,830.73	\$ 30.00	\$ (9,823.77)	\$ 16,036.96
FUND - 079 SPAYING & NEUTERING FUND	\$ 50,032.61	\$ 1,050.00	\$ (800.00)	\$ 50,282.61
FUND - 080 COMM. CORR. FUND	\$ 221,506.30	\$ 15,291.66	\$ (79,783.02)	\$ 157,014.94
FUND - 102 AIRPORT IMP. PROJECT FUND	\$ -	\$ -	\$ -	\$ -
FUND - 104 ELKINS ROAD PSD FUND	\$ -	\$ -	\$ -	\$ -
FUND - 105 ADRIAN PSD WATERLINE PHASE VI FUND	\$ -	\$ -	\$ -	\$ -
Fund - 245 UPSHUR COUNTY WELLNESS COMPLEX FUND	\$ 4,760.00	\$ -	\$ -	\$ 4,760.00
FUND - 248 IND. PARK SEWER FUND	\$ 1.00	\$ -	\$ -	\$ 1.00
FUND - 311 DMV LICENSE FUND	\$ -	\$ 39,888.50	\$ (39,888.50)	\$ -
FUND - 312 CRIMINAL CHARGES FUND	\$ -	\$ 1,758.13	\$ (1,758.13)	\$ -
FUND - 313 COURT REPORTER FUND	\$ -	\$ 75.00	\$ (75.00)	\$ -
FUND - 314 STATE FINES FUND	\$ -	\$ -	\$ -	\$ -
FUND - 315 STATE POLICE FUND	\$ 5.00	\$ 1,140.00	\$ (1,140.00)	\$ 5.00
FUND - 316 STATE CURRENT FUND	\$ -	\$ 9,527.54	\$ (9,527.54)	\$ -
FUND - 317 COURTHOUSE FACILITIES IMPROVEMENT FUND	\$ -	\$ 525.00	\$ (525.00)	\$ -
FUND - 364 TAX LIEN FUND	\$ 318,516.01	\$ 7,121.01	\$ (7,970.88)	\$ 317,666.14
FUND - 365 DELQ & NONENT LAND	\$ 73,486.08	\$ -	\$ -	\$ 73,486.08
FUND - 366 BOARD OF HEALTH FUND	\$ 358,309.45	\$ 3,457.26	\$ (24,330.61)	\$ 337,436.10
FUND - 369 WV DEPUTY SHERIFF'S RETIREMENT FUND	\$ 432.50	\$ 657.50	\$ (432.50)	\$ 657.50
FUND - 373 SCHOOL CURRENT FUND	\$ -	\$ 743,297.27	\$ (743,297.27)	\$ -
FUND - 374 SCHOOL EXCESS LEVY FUND	\$ -	\$ 376,299.94	\$ (376,299.94)	\$ -
FUND - 375 SCHOOL BOND FUND	\$ -	\$ -	\$ -	\$ -
FUND - 378 CITY CURRENT FUND	\$ -	\$ 147,297.58	\$ (147,297.58)	\$ -
FUND - 379 CITY VOTED LIBRARY FUND	\$ -	\$ 17,675.72	\$ (17,675.72)	\$ -
FINAL TOTALS	\$ 4,355,291.24	\$ 2,631,374.22	\$ (2,523,763.08)	\$ 4,462,902.38

BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:	\$ 5,738,676.30	\$ -	\$ -
ORDERS/DEBITS OUTSTANDING:	\$ (4,345,267.44)		
DEPOSITS/CREDITS OUTSTANDING:	\$ 3,067,743.52		
NET BANK BALANCE	\$ 4,461,152.38		
PETTY CASH / CASH DRAWERS	\$ 1,750.00		
CASH SPECIAL INVESTIGATION FUND	\$ -		
ADJUSTMENT	\$ -		
TOTAL IN COUNTY DEPOSITORIES AND OFFICE:	\$ 4,462,902.38		

I, David H. Coffman, Sheriff of Upshur County do solemnly swear that the foregoing is a true and correct statement to the best of my knowledge.


David H. Coffman
Sheriff & Treasurer, Upshur County

2/15/2019



Upshur County Sheriff's Financial Statement

For Period Ending: February 2019

Bank Balance Listing

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BANK NAME	ACCOUNT NAME	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
FIRST COMMUNITY BANK					
	GENERAL COUNTY -MMA	\$ 181,078.04	\$ (4,996.33)	\$ 537,214.66	\$ 713,296.37
	COAL SEVERANCE-MMA	\$ 6,828.10	\$ -	\$ -	\$ 6,828.10
	E-911 -MMA	\$ 316,598.56	\$ -	\$ -	\$ 316,598.56
	CURRY PARK-MMA	\$ 34,705.37	\$ -	\$ -	\$ 34,705.37
	CURRY LIBRARY-MMA	\$ 43,753.55	\$ -	\$ -	\$ 43,753.55
	AIRPORT CONSTRUCTION-MMA	\$ -	\$ -	\$ -	\$ -
	ASSESSOR'S VALUATION-MMA	\$ 194,832.26	\$ -	\$ 29,974.69	\$ 224,806.95
	CONCEALED WEAPONS	\$ 23,943.10	\$ -	\$ 305.00	\$ 24,248.10
	GENERAL TAX ACCOUNT-MMA	\$ 1,233,595.33	\$ (1,869,360.66)	\$ 635,765.33	\$ -
	BOARD OF HEALTH-MMA	\$ 301,549.21	\$ -	\$ 758.77	\$ 302,307.98
	UPSHUR CO. FIRE FEE-IBCK	\$ 13,507.68	\$ (1,265.25)	\$ 157.77	\$ 12,400.20
	UP CO COAL REALLOCAT-IBCK	\$ 157,701.48	\$ -	\$ -	\$ 157,701.48
	EMPLOYEE BENEFITS-IBCK	\$ 860,676.23	\$ -	\$ -	\$ 860,676.23
	SP.LAW ENF.INVESTIG.-IBCK	\$ 2,485.25	\$ -	\$ -	\$ 2,485.25
	COMMUNITY CORR. FUND-IBCK	\$ 157,814.94	\$ (800.00)	\$ -	\$ 157,014.94
	PARKS/REC CLEARING ACCT	\$ -	\$ -	\$ -	\$ -
	ADDRESSING/MAPPING CLEARING	\$ 15.00	\$ (15.00)	\$ -	\$ -
	GENERAL COUNTY PAYROLL-CK	\$ 204,237.48	\$ (159,980.21)	\$ 1,160.25	\$ 45,417.52
	TAX CLEARING ACCOUNT	\$ 377,750.23	\$ (391,259.35)	\$ 13,509.12	\$ -
	BOARD OF HEALTH-PAYROLL	\$ 19,509.84	\$ (1,372.95)	\$ -	\$ 18,136.89
	GENERAL COUNTY-CKNG	\$ 80,087.42	\$ (18,064.95)	\$ 24.08	\$ 62,046.55
	COAL SEVERANCE-CKNG	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
	DOG & KENNEL-CKNG	\$ 28,840.98	\$ -	\$ 195.00	\$ 29,035.98
	GEN. CO. MISC-CKNG	\$ 16,681.85	\$ -	\$ -	\$ 16,681.85
	WORTHLESS CHECK FUND-CKNG	\$ 141,239.56	\$ -	\$ -	\$ 141,239.56
	E-911 -CNKG	\$ 35,406.28	\$ (24,066.60)	\$ -	\$ 11,339.68
	HOME DETENTION-IBCK	\$ 30,803.41	\$ -	\$ -	\$ 30,803.41
	CURRY PARK-CKNG	\$ 2,531.89	\$ -	\$ -	\$ 2,531.89
	CURRY LIBRARY-CKNG	\$ 3,903.86	\$ (31.32)	\$ -	\$ 3,872.54
	AIRPORT CONSTRUCTION-CKNG	\$ 0.10	\$ -	\$ -	\$ 0.10
	ASSESSOR'S VALUATION-CKNG	\$ 3,811.79	\$ -	\$ -	\$ 3,811.79
	VOTER'S REGISTRATION-IBCK	\$ 5,250.14	\$ -	\$ -	\$ 5,250.14
	JURY-CKNG	\$ 16,359.25	\$ (1,319.25)	\$ -	\$ 15,040.00
	SPAY.& NEUTER. DEP. FUND	\$ 49,482.61	\$ (250.00)	\$ 1,050.00	\$ 50,282.61
	AIRPORT IMP. PROJECT-CKNG	\$ -	\$ -	\$ -	\$ -
	ELKINS ROAD PSD	\$ -	\$ -	\$ -	\$ -
	ADRIAN PSD WATERLINE PHASE VI	\$ -	\$ -	\$ -	\$ -
	WELLNESS COMPLEX FUND	\$ 4,760.00	\$ -	\$ -	\$ 4,760.00
	INDUSTRIAL PARK SEWER-CKG	\$ 1.00	\$ -	\$ -	\$ 1.00
	DMV LICENSE FUND-CKNG	\$ 13,362.80	\$ (18,435.50)	\$ 5,072.70	\$ -
	STATE CLEARING ACCOUNT-CK	\$ 645.00	\$ (690.00)	\$ 45.00	\$ -
	STATE POLICE FUND-CKNG	\$ 1,077.75	\$ (1,140.00)	\$ 67.25	\$ 5.00
	GENERAL TAX ACCOUNT-CKNG	\$ 1,592.07	\$ (1,843,796.97)	\$ 1,842,204.90	\$ -
	TAX LEIN FUND-CKNG	\$ 322,145.19	\$ (4,479.05)	\$ -	\$ 317,666.14
	DELQ & NON-ENTERED LAND	\$ 73,486.08	\$ -	\$ -	\$ 73,486.08
	BOARD OF HEALTH-CKNG	\$ 18,852.12	\$ (1,860.89)	\$ -	\$ 16,991.23
	WVDSRF-CKNG	\$ 418.50	\$ -	\$ 239.00	\$ 657.50
	BANK TOTAL	\$ 4,983,321.30	\$ (4,343,184.28)	\$ 3,067,743.52	\$ 3,707,880.54
PROGRESSIVE BANK					
	UP.CO.FIN.STBL.FUND-SV	\$ 696,779.01	\$ -	\$ -	\$ 696,779.01
	EE HEALTH CARE REIMB FUND	\$ 42,539.03	\$ (2,083.16)	\$ -	\$ 40,455.87
	UP.CO.FIN.STBL.FUND-CKNG	\$ -	\$ -	\$ -	\$ -
	CHILD EXCHG & VISIT CTR	\$ 16,036.96	\$ -	\$ -	\$ 16,036.96
	BANK TOTAL	\$ 755,355.00	\$ (2,083.16)	\$ -	\$ 753,271.84
SUMMARY:					
	TOTAL ALL BANKS	\$ 5,738,676.30	\$ (4,345,267.44)	\$ 3,067,743.52	\$ 4,461,152.38
	PETTY CASH / CASH DRAWERS				\$ 1,750.00
	CASH SPECIAL INVESTIGATION FUND				\$ -
	GRAND TOTAL				\$ 4,462,902.38

DOG POUND

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Adoption Financial Transactions																	
County: <input type="text" value="Upshur"/>																	
Date Range: <input type="text" value="02/01/2019"/> <input type="text" value="02/28/2019"/>																	
<input type="button" value="Display"/>																	
Animal ID	Agmt No	Adoption Fee	Adopt Fee Pd By	Adopt Fee Ck No	Adopt Fee Col By	Dtax Fee	County	Spay Dep	Board Dep	Amount Returned	Spay Dep Ret By	Spay Dep Ret Ckno	Returned By	County	User	Trans Date	Trans Time
8362	9895	20.00	Cash		JAN		None	50.00						Upshur	JAN	02/01/2019	07:50:27
8363	9900	20.00	Cash		JAN		None	50.00						Upshur	JAN	02/01/2019	13:36:28
8365	9906	15.00	Cash		RANDY		None							Upshur	JAN	02/11/2019	09:38:59
8313	9907	20.00	Cash		RANDY		None	50.00						Upshur	JAN	02/11/2019	09:41:09
8371	9909	20.00	Cash		RANDY		None	50.00						Upshur	JAN	02/11/2019	09:54:04
8373	9910	20.00	Cash		RANDY		None	50.00						Upshur	JAN	02/11/2019	09:57:37
8370	9901	20.00	Cash		JAN		None	50.00						Upshur	JAN	02/11/2019	10:00:30
8376	9902	10.00	Cr/Db Card		RANDY		None	50.00						Upshur	JAN	02/11/2019	10:22:26
8377	9903		Cash		RANDY		None		50.00					Upshur	JAN	02/11/2019	10:26:58
8378	9908	20.00	Cash		RANDY		None	50.00						Upshur	JAN	02/11/2019	10:33:13
8375	9911	20.00	Cr/Db Card		JAN		None	50.00						Upshur	JAN	02/13/2019	12:29:51
8382	9912	30.00	Cash		JAN		None							Upshur	JAN	02/14/2019	14:34:04
8383	9913	30.00	Cash		RANDY	3.00	Upshur							Upshur	JAN	02/19/2019	10:34:59
8381	9914	15.00	Cr/Db Card		JAN		None							Upshur	JAN	02/19/2019	11:38:40
8379	9917		Cr/Db Card		JAN		None		10.00					Upshur	JAN	02/19/2019	14:34:10
8384	9910	30.00	Cash		JAN		None							Upshur	JAN	02/20/2019	12:54:34
8380	9919	15.00	Cash		JAN		None							Upshur	JAN	02/20/2019	14:11:53
8369	9921		Cr/Db Card		JAN		None		10.00					Upshur	JAN	02/22/2019	13:30:46
8385	9923	15.00	Cash		JAN		None							Upshur	JAN	02/25/2019	12:42:11
8399	9924	30.00	Cash		JAN		None							Upshur	JAN	02/25/2019	12:44:50
8394	9922	10.00	Cash		JAN		None	50.00						Upshur	JAN	02/25/2019	12:46:49
8395	9926	10.00	Cash		RANDY		None	50.00						Upshur	JAN	02/27/2019	07:28:35
Totals		370.00			Lewis		550.00	70.00									
					Upshur	3.00											
Total Received								993.00			Deposits Returned						
Main Menu																	

Adoption 370.00
 E Store Credit Card - (285.00)
 85.00
 Upshur spn deposit 550.00
 Lewis spn deposit 250.00
 Board Rescue 70.00
 Donation CK #8220 25.00
 Total 1265

Checks 25.00
 Cash 955.00
 Credit Card 285.00
 1265.00



City of Buckhannon West Virginia

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April Make It Shine Cleanups



Join in this effort to make Buckhannon and Upshur County shine through a special cleanup of our properties, streets, roadsides and sidewalks during the month of April.

- **ONLY** current subscribers to the City of Buckhannon Waste Collection Service will be eligible to take advantage of the free days.
- No appliances with Freon. CRT TV's are okay this year due to changes in state regulations.
- Bring your ID. You'll need a **current City of Buckhannon Waste Collection receipt** and a **valid photo ID**, such as a DMV license or passport.
- Only materials accepted at the landfill will be taken. **Tires will not be accepted during this event. Tires are collected on Bulky Good Collection each month or at the annual Tire Collection date set for June 1, 2019.**
- There will be a limit of two pick-up loads of acceptable materials per customer.

Activities

Celebration of Recycling at Crossroads Drop-Off Center

**April 12th, 10am-6pm
& April 13th, 9am-1pm**

City Resident

Clean-up (Free Days)

April 6th & 27th

7:30am-11:45am

County Resident Clean-up (Free Days)

April 13th & 27th

7:30am-11:45am

***The event hours will correspond with the normal operational hours of the Transfer Station, which is 7:30am-11:45am.**

Please call 304-472-4443 with any questions.

March 15, 2019

BUCKHANNON, WV: On March 28th, the City of Buckhannon and Upshur County Solid Waste Authority will proclaim April as "Make It Shine" month in the City and Upshur County. City and County residents with waste collection service through the City of Buckhannon Waste Department may dispose of waste free of charge on their designated "free" days at the City of Buckhannon Transfer Station on the Mud Lick Road. All residents are encouraged to recycle and may receive educational materials during the Celebration of Recycling at the Crossroads Recycling Drop-off Center adjacent to WalMart on April 12 from 10:00 a.m. to 6:00 p.m. and April 13 from 9:00 a.m. to 1:00 p.m. The Buckhannon Volunteer Center will be hosting a cleanup at Buckhannon City Park on Friday, April 12, from 3:00 to 5:00 p.m. and all are welcome to join. Just sign up on the [Buckhannon Volunteer Center](http://buckhannonwv.org/buckhannon-volunteer-center) website.

The free disposal days at the transfer station are April 6 and 27 from 7:30 a.m. to 11:45 a.m. for City residents, and April 13 and 27 from 7:30 a.m. to 11:45 a.m. for County residents. Each paying customer/household is limited to two pick-up truck-loads for disposal.

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Please bring photo identification and a recent utility bill. Appliances with Freon are excluded from the clean-up activities. While tires are also excluded from this event, you may dispose of tires via monthly bulky goods pick-up (must call City Hall or use the online citizen engagement tool to request pick-up) or during the annual free tire disposal day at the transfer station scheduled for June 1, 2019 (10 tire limit, must be resident of Upshur County). Additionally, a free paper shred event will be held Saturday, September 7, 2019, 9:00 a.m. to 12:00 p.m. at Crossroads Recycling Drop-off Center.

For questions regarding the waste collection events, please call (304) 472-4443.

The City of Buckhannon would like to remind residents to be thoughtful of visitors and their neighbors as summer approaches. A number of issues appear each year that cause complaints to be filed with the City. Please do your part to make Buckhannon shine!

- **Be a responsible pet owner** – a pet must be in the control of the owner and it is the pet owner's responsibility to remove pet waste from public property whether it is located in a Park or along the street. If the pet owner does not own the property then it is their responsibility to remove the waste and dispose of it in an acceptable manner. Be kind to your pet: if it is kept tied-up all day – does it have access to shade, does it have access to food and fresh water?
- **Keep grass clippings out of the street** – leaving grass clippings in the street contributes to blocked storm drains and an increased threat of local flooding. When you or your yard service finishes mowing, excess grass is to be collected and disposed of properly. The City collects yard debris early each Friday morning – if you will call and schedule a pickup before noon on Thursdays. Note: yard waste is collected by the Street Department and is not treated as garbage. Please *do not* dispose of yard waste as part of your weekly trash pickup. Alternatively, you may leave the clippings in place on your lawn as a natural mulch/fertilizer, reducing the need for chemical applications.
- **Trash cans need to be concealed** – After your scheduled pick-up, please retrieve your toter or trash containers from along the street and return them to a location more pleasing to the appearance of your neighborhood. Having trash containers "out" more than 24 hours is a violation of City Ordinance.
- **Lawn care needs to be done regularly** – The attractiveness of your neighborhood is enhanced by proper maintenance of your yard. Failure to mow your lawn, having excess materials in your yard or on an open porch filled with "stuff" often become eyesores for your neighbors. Please help make our City Shine for our visitors and your neighbors. As a regular subscriber of City service for trash collection you may call and arrange for the pickup of bulky goods and other unwanted items by City crews for a reasonable fee.
- **Automobiles and other items are often left to rust** – in back or side yards. It only takes a few moments to arrange to have that unused item removed from your property by a towing service and disposed of properly. If you haven't done anything with the item in the past year, it will probably be there next year as well. Why not have it removed today?
- **Yard Sales are limited by State Law** – State Law limits the number and length of yard sales (isolated transactions) that can be conducted without a business license and without the collection of sales tax. "Isolated Transactions—sales of tangible personal property or taxable services by persons who are not in the business of making such sales, such as individuals selling their used furniture, if the person or business holding the sale holds no more than four in one year and each sale lasts no more than forty-eight hours, and sales of taxable services by persons who are not routinely in the business of providing taxable services, such as teenagers who occasionally mow lawns, baby-sit or do odd jobs (persons who routinely sell odd items at yard sales, flea markets or along the roadside are engaged in the business of selling and must register with the Department of Tax and Revenue as a business).
- **Obey traffic laws and speed limits** – All too often in our hurry to get somewhere we fail to stop at the corner or ignore a speed limit. Failure to obey established traffic laws can be very expensive and extremely hazardous to pedestrians and cyclists, especially children and elderly residents. Slow down and enjoy your trip. Watch for crosswalks, and share the road with cyclists. You are legally required to give cyclists at least three feet of space when passing them on their left. Four to six feet is even safer. Make sure to yield to cyclists when turning left or entering the road from a side street, driveway, or parking lane. Merge completely to the far right edge of the road in advance of making a right turn. Wait for any bicyclist ahead to clear the intersection before you make a right turn – do not turn across the path of the cyclist. Even if there is a bike lane, you should merge into the bike lane before turning right. Cyclists, in turn, can make themselves safer and respected. Competent cyclists politely cooperate with other drivers by yielding when required, choosing the correct lane at intersections, using lights at night, and otherwise following the same traffic laws as motorists. Such cyclists are far safer than inexperienced cyclists.



- **Finish that remodel project** – Do you have a half-completed project around your home? Building permits expire after 6 months and your neighbors are getting tired of seeing the clutter.
- **Please don't litter** – Keeping Buckhannon clean is everyone's job. Take that empty soda cup home and dispose of it properly or keep a small plastic bag in your car to collect the trash and dispose of it properly when it is full. Not only is it the right thing to do, West Virginia has litter laws, and you can face fines and even jail time. WV Code Ch. 22-15A-4 states:

(5) Any person who violates the provisions of this section by placing, depositing, dumping or throwing or causing to be placed, deposited, dumped or thrown any litter, not collected for commercial purposes, in an amount not exceeding one hundred pounds in weight or twenty-seven cubic feet in size, is guilty of a misdemeanor. Upon conviction, he or she is subject to a fine of not less than \$100 nor more than \$2,500, or in the discretion of the court, sentenced to perform community service by cleaning up litter from any public highway, road, street, alley or any other public park or public property, or waters of the state, as designated by the court, for not less than eight nor more than one hundred hours, or both. If any person is convicted of the misdemeanor by placing, depositing, dumping or throwing litter in the waters of the state, that person shall be fined \$500 to no more than \$3,000, or in the discretion of the court sentenced to perform community service by cleaning up litter from any waters of the state, as designated by the court, for not less than twenty to no more than one hundred twenty hours, or both.

(6) Any person who violates the provisions of this section by placing, depositing, dumping or throwing or causing to be placed, deposited, dumped or thrown any litter, not collected for commercial purposes, in an amount greater than one hundred pounds in weight or twenty-seven cubic feet in size, but less than five hundred pounds in weight or two hundred sixteen cubic feet in size is guilty of a misdemeanor. Upon conviction he or she is subject to a fine of not less than \$2,500 nor more than \$5,000, or in the discretion of the court, may be sentenced to perform community service by cleaning up litter from any public highway, road, street, alley or any other public park or public property, or waters of the state, as designated by the court, for not less than sixteen nor more than two hundred hours, or both. If any person is convicted of the misdemeanor by placing, depositing, dumping or throwing litter in the waters of the state, that person shall be fined \$3,000 to no more than \$5,500, or in the discretion of the court sentenced to perform community service by cleaning up litter from any waters of the state, as designated by the court, for not less than twenty to no more than two hundred twenty hours, or both.

(7) Any person who violates the provisions of this section by placing, depositing, dumping or throwing or causing to be placed, deposited, dumped or thrown any litter in an amount greater than five hundred pounds in weight or two hundred sixteen cubic feet in size or any amount which had been collected for commercial purposes is guilty of a misdemeanor. Upon conviction, the person shall be fined not less than \$2,500 or not more than \$25,000 or confinement in jail for not more than one year or both. If any person is convicted of the misdemeanor by placing, depositing, dumping or throwing litter in the waters of the state, that person shall be fined \$3,000 to no more than \$11,000, or confinement in jail for not more than one year or both. In addition, the violator may be guilty of creating or contributing to an open dump as defined in section two, article fifteen, chapter twenty-two of this code and subject to the enforcement provisions of section fifteen of that article.

(8) Any person convicted of a second or subsequent violation of this section is subject to double the authorized range of fines and community service for the subsection violated.

- **Swimming Pools & Other Water Features** – "Private swimming pools containing water more than 24 inches in depth, shall be permitted only when located in rear yards, and further when completely enclosed by a fence or buildings or combination thereof of a height of six feet (6') in the case of fences, and six feet (6') or greater in the case of buildings, and generally protected in such a manner so as to avoid becoming an attractive nuisance especially to children." Please take the necessary steps to resolve this problem within 15 days from the receipt of this notice. Untreated, stagnant pool water will need to be drained for prevention of breeding of mosquitoes.
- **Tips on Keeping Sidewalks Clean and Safe-** Property owners are responsible for maintaining sidewalks and driveway aprons next to their property. Keeping sidewalks clean and free of tripping hazards reduces liabilities for property owners, who can be held liable if someone is injured on the sidewalk in front of their property.

-Address problems as soon as possible to minimize area and amount of repair required.

-Do not park cars or other heavy equipment on your sidewalk.

-If you observe hazardous sidewalks, report them by calling 304.472.1651 (Buckhannon City Hall).

-Sweep sidewalks to keep them free of leaves, snow, ice, or debris. Be sure to properly dispose of debris. Do not sweep them into the gutter or street.



-Trim tree branches, shrubs, and other vegetation so they do not obstruct the sidewalk.

-Watch for early signs of leaking water lines, tree roots, and other damages.

-Remove paint, tar, or other materials if they get on the sidewalk. Do not hose paint or petroleum products into the storm drainage system.

Media: Callie.csams@buckhannonwv.org or (304) 472-1651.

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City Hall • 70 East Main Street, Buckhannon, WV 26201 • 304-472-1651



2019 APRIL HYDRANT FLUSHINGS

The City of Buckhannon Water Department will begin flushing fire hydrants Monday, April 22, 2019 and will continue each workday from 8:00 am to 4:30 pm throughout the city water system until complete.

This does not include the public service districts.

Please check water before doing any light-colored laundry. Water may be discolored due to flushing. Contact City Hall at 304-472-1430 for further information.

5th Annual
Claws & Whiskers
Benefit Bingo!



Sunday, April 14th

Moose Lodge #598
25 N. Kanawha St.
Buckhannon, WV

All proceeds will go towards spay and neuter assistance, medical care, and supplies for animals from our local pound, the Lewis-Upshur Animal Control Facility.



Claws & Whiskers Rescue Foundation is a 501c3 non-profit organization dedicated to saving the stray, abused, and injured animals brought in to our overcrowded pound, for the sole purpose of finding loving, suitable, and permanent homes.

Our mission is to save as many lives as we can by providing urgent medical care when needed, transportation assistance to other rescue organizations, fostering, networking, working to increase public awareness, and hosting monthly spay/neuter clinics and adoption events and fundraisers throughout the year.

Doors open at 12:30pm ~ Games begin at 1:30pm
20 games for \$20

Featuring Vera Bradley and Thirty-One. All purses will be filled. A Chinese Auction, 50/50, and several other raffles for designer bags will be held. Consolation prizes will be given. Bring any pet item to be entered in a special drawing. Yummy food and beverages will also be available.

****Tickets go on sale March 1st and will be available at the pound, Upshur Veterinary Hospital, and from C&W members****



UPSHUR COUNTY PUBLIC LIBRARY
Board of Directors Meeting Agenda
Wednesday, March 20th, 2018, 4:00 p.m.

Agenda

- I. Call to Order
- II. Reading/Approval of Minutes
- III. Review/Approval of Monthly Financial Report
- IV. Librarian's Report
- V. Unfinished Business
 - a. Ramp Dinner marketing & sponsorship updates
- VI. New Business
- VII. Setting date of next Board meeting
- VIII. Adjournment

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City Council of Buckhannon – 7:00 pm in Council Chambers
Meeting Agenda for Thursday, March 21, 2019

A. Call to Order

- A.1 Moment of Silence
- A.2 Pledge to the Flag of the United States of America
- A.3 Mayor's Greetings

B. Recognized Guests

- B.1 Recognition March BEST Award Winner-Dr. Joseph Reed
- B.2 Fox's Pizza Den- SYCC Capital Campaign Support
- B.3 WVWC GIS Class-Student Presentation

C. Department & Board Reports

- C.1 Information Coordinator/Grant Researcher- Callie Cronin Sams
- C.2 Public Works Director- Jerry Arnold
- C.3 Finance Director- Amberle Jenkins
- C.4 Police Chief-Matthew Gregory
- C.5 City Attorney- Tom O'Neill

D. Correspondence & Information

- D.1 CityPR & Mayor's Remarks-Joyce Stockert Commemoration –SYCC on 03/14/19
- D.2 Upshur County Homeless & Housing Coalition Meeting Minutes 02/13/19
- D.3 Notice Lay the Levy on Tuesday, April 16, 2019 at 9:00am
- D.4 Notice Rescheduled Meeting Notice for City Council & Sanitary Board May 14, 2019 due to WVSF
- D.5 Updates Senate Bill 535-Sales Tax Implementation
- D.6 Article-Safest Cities in WV for 2019-No. 8 Buckhannon www.homesnacks.net/cities/safest-places
- D.7 Letter of Understanding-Trader's Alley Project –C.J. Martin
- D.8 Report of Cat & Dog Activity –Upshur County Commission-February 2019
- D.9 Thank You from Resident to City Crew
- D.10 Thank You Letters from the Mayor to Senator Bill Hamilton, Judy Knorr, Keith Buchanan, First Energy
- D.11 First Energy Foundation Grant Application 2019-Restoration Colonial Theatre Project
- D.12 Travelers Insurance Renewal

E. Consent Agenda

- E.1 Approval of Minutes-Regular meeting 03/07/19 & Special meeting 03/13/19
- E.2 Approval of Building and Wiring Permits
- E.3 Approval of Payment of the Bills

F. Strategic Issues for Discussion and/or Vote

- F.1 Discussion/Possible Vote FEMA Staffing for Fire & Emergency Response Grant (SAFER)
- F.2 Approval of Budget FY 2019/2020
- F.3 Discussion/Possible Vote BPD Providing Security to Brushy Fork Event Center
- F.4 Approval Ordinance No. 435 Downtown Parking Amendment -1st Reading
- F.5 Approval City Council Meeting Date of July 4 to be Rescheduled for Tuesday, July 2 due to Holiday

G. Comments and Announcements

- G.1 Mary Albaugh
- G.2 Pamela Cuppari
- G.3 C J Rylands
- G.4 Robbie Skinner
- G.5 David Thomas
- G.6 Colin Reger

H. Mayor's Comments and Announcements

I. Adjournment

Next City Council Meeting Date Thursday, April 4, 2019

Posted 03/18/19

(33)

Upshur County Safe Structures and Sites
Enforcement Board
February 14, 2019

Members present: Greg Harris, Chris Cook, and Chris Garrett

Members absent: Rick Harlow, Brian Shreves

Others present: Tabatha Perry, Jeff Tobuck

The meeting was called to order at 4:00 p.m. by Greg Harris.

The January 10, 2019 meeting minutes were reviewed. On Motion by Chris Cook, seconded by Chris Garrett, the meeting minutes were approved as presented.

Jeff Tobuck was present to discuss the Leichliter and Zalaznik properties.

The Enforcement Board reviewed the following cases:

012017-01 and 012017-02 (George) – No action taken. This case remains open, per the Board's previous decision.

020917-01 (Wojnovich) – No action taken. Waiting until the end of the 18 month period to see if the new owner brings the property into compliance. Sold during the tax sale on 11/15/17.

110917-01 (DeMastes) – The Board reviewed photographs of the property and noted that the debris still remains in place. Greg spoke with the property owner and they plan to clean up the debris, weather permitting. On motion by Chris Garrett, seconded by Chris Cook, the Board moved to provide the property owner with a 30 day extension to bring the property into compliance.

061418-03 (Best) No action taken. Waiting until the end of the 18 month period to see if the new owner brings the property into compliance. Sold during the tax sale in November 2018.

101118-01 (Chapman) – The Board reviewed photographs of the property and noted that no progress has been made. Chris Garrett reported that he wrote to the WVDEP today and will forward the response, once received, to the Board. On motion by Chris Garrett, seconded by Chris Cook, the Board moved to provide the property owner with a second 30 day extension to bring the property into compliance.

121318-01 (Humphrey) – No action taken, deadline is March 13th.

011019-01 (Leichliter) – The Board reviewed photographs of the property and discussed the condition with complainant Jeff Tobuck. Chris Garrett suggested for Mr. Tobuck to file an online complaint with the WVDEP. On motion by Chris Garrett, seconded by Chris Cook, the Board moved to send the

property owner with an initial letter requesting for him to remove the tires, etc. from the property. Chris Garrett will also make contact with WVDEP.

011019-02 (Zalaznik) – The Board reviewed photographs of the property and discussed the situation with complainant Jeff Tobuck. Greg Harris noted that the log trucks and skidders located on the property are all running and therefore does not fall within the ordinance. On motion by Chris Garrett, seconded by Chris Cook, the Board moved to close the case.

The Enforcement Board reviewed the following new cases:

Public Comment:

Tabatha informed the Board that she reviewed the Nicholas County Vector Control Regulation and the Commission has requested additional information such as how many other Health Departments have adopted this regulation. Chris Garrett will contact the Director of Public Health inquiring.

Other Business:

The next meeting will be held on Thursday, March 14, 2019 at 4:00 p.m. in the Upshur County Commission Administrative Annex, 91 West Main Street, Suite 101, Buckhannon.

By consensus of the Board, the meeting adjourned at 4:30 p.m.

Approved by:



Greg Harris, Enforcement Officer

03-14-19
Date



Chris Garrett, Board Member

3/14/2019
Date

Rick Harlow, Board Member

Date

Kenneth "Brian" Shreves, Board Member

Date



Chris Cook, Board Member

3-14-19
Date