

# Upshur County Commission Meeting Agenda

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Location of Meeting: Upshur County Courthouse Annex  
Date of Meeting: September 5, 2019

- 9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance  
Approval of Minutes:  
• August 29, 2019
- 9:05 a.m. Hearing upon the Petition/Complaint of the Upshur County Safe Sites and Structures Enforcement Agency --- Humphrey Case Number 121318-01 (Washington Tax District – Tax Map 6L – Parcel Number 11.3)
- 1:00 p.m. Review options for utility installation along Rt 33 west of Buckhannon

## Items for Discussion / Action / Approval:

1. Approval and signature of Lincoln Financial Group Amendments and revised policies to reflect: voluntary life, life and AD&D, voluntary vision and dental. \*
2. Consideration of a resolution gifting the two Commission owned fire trucks (1996 Smeal Freightliner Pumper Vin#1FV6JLCB6TL682573; 2003 Kenworth Pumper Vin#2NKMHZ8X33M387293) located within the Buckhannon Fire Department to the Buckhannon Volunteer Fire Department per WV Code 7-3-3 in exchange for fire service outside of the City limits within the Buckhannon Fire Department's first due area. \*
3. Approval and signature of esri renewal quote in the amount of \$4,450 for term period October 1, 2019 to September 30, 2020. Of this amount, \$1,200 is to be paid by the Assessor's Revaluation Fund. \*
4. Approval and signature of SMIC renewal quote in the amount of \$235.50 for volunteer accident medical insurance for term period October 20, 2019 to October 19, 2020. \*
5. Reconsideration of correspondence from Cheyenne Troxell, Program Director for Community Corrections, requesting permission for Rodney Rolenson to teach Parenting Classes in Upshur County at the pay wage rate of \$75 per class. \*
6. Correspondence from Janet G. McCourt, Case Manager, Community Corrections, announcing her resignation effective September 8, 2019. \*  
*Item may lead to Executive Session per WV Code §6-9A-4*
7. 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:

1. Correspondence from Governor Jim Justice announcing the STOP Violence Against Women Act grant award to the Upshur County Commission in the amount of \$28,000. These funds provide for the enhancement and the continuation of the Upshur County STOP Team to improve the criminal justice system's response to victims of domestic violence, sexual assault, stalking and dating violence.
2. Correspondence from Lydia M. Work, Licensed Remediation Specialist (LRS), announcing a project update on the Upshur County Youth Camp Archery Range soil cap improvement project at the Upshur County Youth Camp Tar Pit Property.
3. Correspondence from James A. Dodrill, Insurance Commissioner with the WV Offices of the Insurance Commissioner, notifying WV state and local governmental entities and non-profit organizations that flood insurance may be available through the National Flood Insurance Program (NFIP).
4. Public Notices:
  - a. Newsletters and/or Event Notifications:
    - James W. Curry Public Library Calendar of Events for September, 2019
    - Prevention Summit Training – The Power of Prevention, Erin's Law, at the Robert Mollohan Research Center, Fairmont, WV on September 10<sup>th</sup> 9:00 a.m. to 3:30 p.m. and September 11<sup>th</sup> 8:30 a.m. to 3:30 p.m.
    - Leap into Science Family Wind Workshop at the James W. Curry Public Library on September 24<sup>th</sup> 5:45 p.m. to 6:45 p.m.
  - b. Agendas and/or Notice of Meetings:
    - Elkins Road PSD September 3, 2019
    - City Council of Buckhannon September 5, 2019
    - 26<sup>th</sup> Judicial Circuit Community Corrections September 9, 2019
    - Upshur County Solid Waste Authority September 9, 2019
  - c. Meeting Minutes:
    - Upshur County Public Library Board July 17, 2019
  - d. Meetings:
    - 09/03/19 5:30 p.m. Elkins Road PSD
    - 09/03/19 4:00 p.m. Hodgesville PSD
    - 09/05/19 7:00 p.m. Banks District VFD
    - 09/05/19 7:00 p.m. Selbyville VFD
    - 09/09/19 12:00 p.m. Upshur County Family Resource Network
    - 09/09/19 4:30 p.m. Upshur County Solid Waste Authority
    - 09/09/19 5:30 p.m. Buckhannon-Upshur Recreational Park Advisory Board
    - 09/09/19 6:00 p.m. Lewis-Upshur Community Corrections Board-Lewis County
    - 09/10/19 7:30 p.m. Adrian VFD
    - 09/05/19 6:00 p.m. Buckhannon-Upshur Board of Health
    - 09/19/19 7:00 a.m. Upshur County Development Authority – Full Board
    - 09/18/19 12:00 p.m. Upshur County Senior Center Board
    - 09/12/19 3:00 p.m. Upshur County Conventions & Visitors Bureau
    - 09/11/19 7:00 p.m. Warren District VFD
    - 09/12/19 10:00 a.m. Adrian PSD

- 09/11/19 3:00 p.m. Tennerton PSD
- 09/12/19 4:00 p.m. Upshur County Safe Sites & Structures Enforcement Board
- 09/12/19 7:30 p.m. Buckhannon VFD
- 09/12/19 4:00 p.m. Buckhannon Upshur Airport Authority
- 09/19/19 6:30 p.m. Upshur County Youth Camp Board
- 09/15/19 6:00 p.m. Washington District VFD
- 09/16/19 12:00 p.m. Buckhannon-Upshur Chamber of Commerce
- 09/18/19 4:00 p.m. Upshur County Public Library Board
- 09/17/19 10:00 a.m. Wes-Mon-Ty Resource Conservation & Development Council
- 09/17/19 6:30 p.m. Upshur County Fire Board, Inc.
- 09/24/19 5:00 p.m. UC Enhanced Emergency Telephone Advisory Board
- 09/11/19 7:00 p.m. Ellamore VFD
- 10/16/19 12:00 p.m. Lewis Upshur LEPC --- Lewis location
- 09/19/19 2:00 p.m. Upshur County Farmland Protection Board
- 09/25/19 10:00 a.m. James W. Curry Advisory Board
- 09/18/19 7:00 p.m. Upshur County Fire Fighters Association
- 09/11/19 6:00 p.m. Buckhannon River Watershed Association - WVWC
- 09/23/19 10:00 a.m. Mountain CAP of WV, Inc., a CDC
- 09/13/19 11:00 a.m. Region VI Local Elected Officials

5. Appointments Needed or Upcoming:

- a. Buckhannon-Upshur Airport Authority (7/1/19 – 6/30/2022 City Rep.)

**Tabled Items**

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

1. Hearing upon the Petition/Complaint of the Upshur County Safe Sites and Structures Enforcement Agency -- Chapman Case Number 101118-01 (Warren Tax District – Tax Map 6B Parcel Number 11).

**Next Regular Meeting of the Upshur County Commission**

**September 12, 2019 --- 9:00 a.m.**

**Upshur County Courthouse Annex**





Esri Inc  
380 New York Street  
Redlands CA 92373

4

## **Subject: Renewal Quotation**

**Date:** 07/02/2019  
**To:** Terri Jo Bennett  
**Organization:** County of Upshur  
County Commission Dept  
**Fax #:** **Phone #:** 304-472-1673

**From:** Manny Ballesteros  
**Fax #:** 909-793-4801 **Phone #:** 888-377-4575 Ext. 2240  
**Email:** mballesteros@esri.com

Number of pages transmitted  
(including this cover sheet): 5

Quotation #25909520  
Document Date: 07/02/2019

Please find the attached quotation for your forthcoming term. Keeping your term current may entitle you to exclusive benefits, and if you choose to discontinue your coverage, you will become ineligible for these valuable benefits and services.

If your quote is regarding software maintenance renewal, visit the following website for details regarding the maintenance program benefits at your licensing level

<http://www.esri.com/apps/products/maintenance/qualifying.cfm>

All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your coverage at a later date.

Please note: Certain programs and license types may have varying benefits. Complimentary User Conference registrations, software support, and software and data updates are not included in all programs.

Customers who have multiple copies of certain Esri licenses may have the option of supporting some of their licenses with secondary maintenance.

For information about the terms of use for Esri products as well as purchase order terms and conditions, please visit

<http://www.esri.com/legal/licensing/software-license.html>

If you have any questions or need additional information, please contact Customer Service at 888-377-4575 option 5.

**esri**<sup>®</sup>

380 New York Street  
Redlands, CA 92373  
Phone: 888-377-4575/2240  
Fax #: 909-793-4801

## Quotation

5

**Date:** 07/02/2019**Quotation Number:** 25909520

County of Upshur  
County Commission Dept  
E911 Div  
38 W Main St Rm 303  
Buckhannon WV 26201  
**Attn:** Terri Jo Bennett  
**Customer Number:** 368918

For questions regarding this document, please contact Customer Service at 888-377-4575.

**Send Purchase Orders To:**

Environmental Systems Research Institute, Inc.  
380 New York Street  
Redlands, CA 92373-8100  
Attn: Manny Ballesteros

**Please include the following remittance address on your Purchase Order:**

Environmental Systems Research Institute, Inc.  
P.O. Box 741076  
Los Angeles, CA 90074-1076

Item	Qty	Material#	Unit Price	Extended Price
10	1	86497 ArcGIS Desktop Standard Concurrent Use Primary Maintenance Start Date: 10/01/2019 End Date: 09/30/2020	1,500.00	1,500.00
1010	1	86500 ArcGIS Desktop Standard Concurrent Use Secondary Maintenance Start Date: 10/01/2019 End Date: 09/30/2020	1,200.00	1,200.00
2010	1	97444 ArcGIS Engine Single Use without Extension Maintenance Start Date: 10/01/2019 End Date: 09/30/2020	100.00	100.00
3010	1	97445 ArcGIS Engine Single Use with Extension Maintenance Start Date: 10/01/2019 End Date: 09/30/2020	400.00	400.00
4010	1	161349	1,250.00	1,250.00

**Quotation is valid for 90 days from document date.**

Any estimated sales and/or use tax has been calculated as of the date of this quotation and is merely provided as a convenience for your organization's budgetary purposes. Esri reserves the right to adjust and collect sales and/or use tax at the actual date of invoicing. If your organization is tax exempt or pays state taxes directly, then prior to invoicing, your organization must provide Esri with a copy of a current tax exemption certificate issued by your state's taxing authority for the given jurisdiction.

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

**Issued By:** Manny Ballesteros**Ext:** 2240

[CSBATCHDOM]

To expedite your order, please reference your customer number and this quotation number on your purchase order.



**esri**<sup>®</sup>

380 New York Street  
Redlands, CA 92373  
Phone: 888-377-45752240  
Fax #: 909-793-4801

## Quotation

Page 2

6

**Date:** 07/02/2019

**Quotation Number:** 25909520

Item	Qty	Material#	Unit Price	Extended Price
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ArcGIS GIS Server Workgroup Basic Maximum Four Cores Maintenance

Start Date: 10/01/2019

End Date: 09/30/2020

<b>Item Subtotal</b>	4,450.00
<b>Estimated Tax</b>	0.00
<b>Total</b>	<b>USD 4,450.00</b>

**DUNS/CEC:** 06-313-4175 **CAGE:** 0AMS3

[CSBATCHDOM]





**esri**<sup>®</sup>

380 New York Street  
Redlands, CA 92373  
Phone: 888-377-4575/2240  
Fax #: 909-793-4801

## Quotation

Page 3

7

Date: 07/02/2019

Quotation Number: 25909520

Item	Qty	Material#	Unit Price	Extended Price
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IF YOU WOULD LIKE TO RECEIVE AN INVOICE FOR THIS MAINTENANCE QUOTE YOU MAY DO ONE OF THE FOLLOWING:

- RESPOND TO THIS EMAIL WITH YOUR AUTHORIZATION TO INVOICE
- SIGN BELOW AND FAX TO 909-307-3083
- FAX OR EMAIL YOUR PURCHASE ORDER TO 909-307-3083/Service@esri.com

REQUESTS VIA EMAIL OR SIGNED QUOTE INDICATE THAT YOU ARE AUTHORIZED TO OBLIGATE FUNDS FOR YOUR ORGANIZATION AND THAT YOUR ORGANIZATION DOES NOT REQUIRE A PURCHASE ORDER.

If there are any changes required to your quotation please respond to this email and indicate any changes in your invoice authorization.

If you choose to discontinue your support, you will become ineligible for support benefits and services. All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your support coverage at a later date.

The items on this quotation are subject to and governed by the terms of this quotation, the most current product specific scope of use document found at <http://assets.esri.com/content/dam/esrisites/media/legal/product-specific-terms-of-use/e300.pdf>, and your applicable signed agreement with Esri. If no such agreement covers any item quoted, then Esri's standard terms and conditions found at <http://assets.esri.com/content/dam/esrisites/media/legal/ma-full/ma-full.pdf> apply to your purchase of that item. Federal government entities and government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Supplemental terms and conditions found at <http://www.esri.com/en-us/legal/terms/state-supplemental> apply to some state and local government purchases. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings. Acceptance of this quotation is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. Unless prohibited by law, the quotation information is confidential and may not be copied or released other than for the express purpose of system selection and purchase/license. The information may not be given to outside parties or used for any other purpose without consent from Esri. Delivery is FOB Origin.

[CSBATCHDOM]



**esri**<sup>®</sup>

380 New York Street  
Redlands, CA 92373  
Phone: 888-377-4575/2240  
Fax #: 909-793-4801

## Quotation

Page 4

8

**Date:** 07/02/2019    **Quotation No:** 25909520    **Customer No:** 368918

Item	Qty	Material#	Unit Price	Extended Price
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In order to expedite processing, please reference the quotation number and any/all applicable Esri contract number(s) (e.g. MPA, ELA, SmartBuy, GSA, BPA) on your ordering document.

By signing below, you are authorizing Esri to issue a software support invoice in the amount of  
USD \$4,450.00 plus sales tax, if applicable.

Please check one of the following:

☐ I agree to pay any applicable sales tax.

☒ I am tax exempt. Please contact me if Esri does not have my current exempt information on file.

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date

Samuel R. Nolte  
Name (Please Print)

Commission President  
Title





# Special Markets Insurance Consultants

Insurance for Students, Sports & Leisure Activities

9

## Volunteer Accident Medical Insurance Renewal Form

### Account Information

Proposal ID 076316 / 39240C

Named Insured Upshur County Commission

Address 91 W. Main St., Suite 101

Email trperry@upshurcounty.org; clwallace@upshurcounty.org

City Buckhannon

State WV

Zip 26201

Fax 304-473-2802

Website www.upshurcounty.org

Contact Person Tabatha Perry

Title Assistant County Administrator

Phone 304-472-0535 x.2

Effective Date 10/20/19

Expiration Date 10/19/20

Additional pages need to be submitted if covering additional locations not located at the above address.

Accident Medical Limits

\$25,000

Accident Death Benefit

\$10,000

Deductible Limits

\$100

Single Dismemberment Benefit

\$5,000

Coverage Type

Full Excess

Double Dismemberment Benefit

\$10,000

Please provide a brief description of Physical Activities to be covered. B-U Recreational Park Advisory Board holds one

fundraising event per year which may utilize volunteers to set up tables and tents. LUACF volunteers walk and tend to animals at the shelter.

Please provide a brief description of Non-Physical Activities to be covered. Volunteers are utilized various times throughout the year in different Departments. Volunteers may perform some light paperwork including data entry, copying and filing.

	Youth Participants	Adult Participants	Total Participants	Rate	Total Premium
Volunteering 1 – 2 Days Only	<u>25</u>	+ <u>100</u>	= <u>125</u>	x <u>\$0.50</u>	= <u>\$ 62.50</u>
Volunteering 3 -5 Days a Year	<u>10</u>	+ <u>30</u>	= <u>40</u>	x <u>\$1.50</u>	= <u>\$ 60.00</u>
Volunteering 6 or More Days a Year	<u>5</u>	+ <u>21</u>	= <u>26</u>	x <u>\$3.00</u>	= <u>\$ 78.00</u>
Premium Due*					= <u>\$200.50</u>

Policy Administration Fee = \$35.00

(Policy Administration Fee does not apply in FL or MI)

Total Premium Due\* = \$ 235.50

(\* \$200.00 Minimum Premium and \$35.00 Policy Administration Fee are considered fully earned.)

Full premium or a copy of the check being mailed must be received with the request to purchase coverage. Please make check payable to Special Markets Insurance Consultants, Inc. and mail the original renewal form with premium payment to your agency.

I understand & agree that if this form is accepted by the company, coverage will begin on the date of acceptance or on the date requested, whichever is later, subject to payment of the required premium. Premium computation is subject to audit and may change based on final numbers.

The above information is correct to the best of my knowledge.

Authorized Signature of Policyholder

Commission President

Title

Samuel R. Nolte

Name (printed)

8/29/19

Date

All above information requested is required for policy issuance. The licensed appointed agent is required to complete the section below. Policies cannot be issued without all the required information being completed.

### Local/Regional Licensed Agency

Agency Name: \_\_\_\_\_

License Number: \_\_\_\_\_

Agent Name (Printed): \_\_\_\_\_

Agent Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

(Licensed Life/Accident/Health Agent)

26th Judicial Circuit Community Corrections  
Day Report Center

10

Upshur County  
43 WBUC Road  
Buckhannon, West Virginia 26201  
Phone: (304) 472-9548

Fax: (304) 472-8155



DAY REPORT CENTER

Lewis County  
111 Court Avenue  
Weston, West Virginia 26452  
Phone: (304) 269-8674  
or (304) 269-9162  
Fax: (304) 269-8693

July 29, 2019

Upshur County Commission  
91 W. Main Street, Suite 101  
Buckhannon, WV 26201

Dear Commissioners,

I am submitting this request for Rodney Rolenson to teach parenting classes for Upshur County. His rate of pay is \$75.00 per class; he can teach as many parenting classes as the state approves in a month, typically it is no more than two per county. If you have any questions feel free to contact me.

Sincerely,

Cheyenne Troxell  
Program Director

11

West Virginia Supreme Court of Appeals  
Independent Contractor Agreement  
for Parent Education Presenter

I, Rodney S. Rolenson of Lewis/Upshur Community Corrections  
Name of Parent Educator Company/Organization (if Applicable)

agree to present the approved curriculum for the Parent Education Classes for the WV Supreme Court of Appeals.

Date of service must begin after August 1, 2012. The term of service can be terminated at will by any party to this agreement. This agreement does NOT create an employee/employer relationship between VENDOR and THE SUPREME COURT OF APPEALS.

The rate of pay for the service shall be one hundred dollars (\$100.00) per class for presenters with a Bachelor's degree, one hundred and fifteen dollars (\$115.00) per class for presenters with a Master's degree, and one hundred thirty dollars (\$130.00) per class for presenters with a Doctoral degree.

I possess a: ☒ Bachelor's ☐ Master's ☐ Doctoral degree and am eligible for the pay rate of \$100.00 per session. I may also request reimbursement for my reasonable travel expenses in accordance with the travel regulations of the Court and pre-approved out of pocket expenses, including postage, materials, or additional items.

Approved:

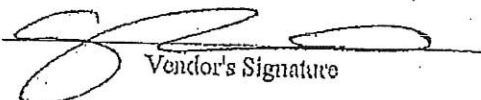
WV Supreme Court of Appeals Administrative Offices

Peggy Arrowood  
Program Director

8-1-19  
Date

☒ Education Level Verified

Payee Information:

  
Vendor's Signature  
Cheyenne Traxell  
Vendor's Name

7-24-19  
Date

556 000 406  
Social Security or EIN #

Sheriff of Upshur County Day Report Center  
Company/Organization Name

304-472-9548  
Phone Number

43 WBUC Rd  
Vendor's Address

chevulegid90@gmail.com  
Email Address

Buckhannon, WV 26201  
Vendor's Address





12

*Jim Justice*  
*Governor of West Virginia*

August 20, 2019

The Honorable Samuel R. Nolte  
President  
Upshur County Commission  
91 West Main Street, Suite 101  
Buckhannon, West Virginia 26201

Dear Commissioner Nolte:

I am pleased to inform you that I have approved a STOP Violence Against Women grant award of \$28,000.00 to Upshur County Commission. These funds provide for the enhancement and the continuation of the Upshur County STOP Team to improve the criminal justice system's response to victims of domestic violence, sexual assault, stalking and dating violence. The core Team includes the Upshur County Prosecutor's Office, Women's Aid in Crisis, and the Buckhannon Police Department.

Please let me know if our Division of Administrative Services, Justice & Community Services' staff or I can be of further assistance.

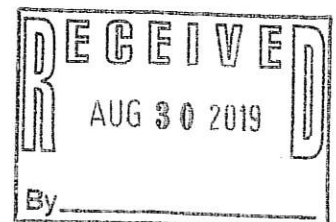
Sincerely,

A handwritten signature in black ink, appearing to read "Jim Justice".

Jim Justice  
Governor

JJ/anm

c: David E. Godwin



AUGUST 29, 2019

## PROJECT UPDATE: UPSHUR COUNTY YOUTH CAMP ARCHERY RANGE

### BROWNFIELDS GRANT

#### Status of Remediation Services – Soil Cap Repairs

- August 5, 2019, Environmental Standards, Inc. (Environmental Standards) submitted a Remedial Action Work Plan (RAWP) Addendum No. 2, along with a Soil Management Plan, to the WVDEP to address small tars wicking to the surface, as well as areas of barren soil in which grass had not taken hold. Procedures for additional tar solidification and soil cap repairs were outlined.
- August 7, 2019 - WVDEP approved RAWP Addendum No. 2.
- August 26, 2019. Environmental Standards and contractor, E2C, mobilized to the Site and completed the RAWP Addendum No. 2 activities. Please refer to the attached photographs. Observations are summarized below:
  - Majority of site remained grass covered and had been successfully mowed by Camp staff.
  - Standing water still present on the Site in a couple small areas, but overall improvement since last visit in July 2019.
  - Pine tar visible at the surface was observed to be greatly reduced from the July 2019 site visit, evidence that the additional solidification completed in July 2019 was successful. A few areas of tar wicking to the surface required remediation (Photo 1 and 2). These areas corresponded to the larger tar areas visible previously that could not be treated.
  - Areas where grass was absent (*i.e.*, barren areas) were less, and those that remained corresponded with previous visits.
  - Pine tar odors were noticeably reduced since previous visits.
  - Some free-flowing tars and impacted soils were solidified with Portland cement, and placed in a low area on the site (Photo 6),

covered with clean soil, and seeded. Any smaller areas were solidified in-situ.

- o Treated areas, barren areas, and waterlogged areas were covered with topsoil and/or clean fill and seeded. Loose straw was added on top of the seed.

### **Project Schedule and Upcoming Tasks**

- Mike Sutphin, WVDEP Project Manager, visited the Site during the RAWP Addendum No. 2 soil cap repair activities. Mr. Sutphin advised that the WVDEP is dictating the Commission wait a year in order to determine if the remediation was successful. Ongoing site inspections by Mr. Greg Woody, Camp Director, will be performed. A formal site inspection in late spring or early summer 2020 was suggested. Lydia Work, LRS, reminded the WVDEP that the tars wicking to the surface do not present an excess risk to human health and the environment and are purely a nuisance and land use issue. Any future remedies can be managed by Camp personnel following the guidelines of the Soil Management Plan.
- Subsequent to a successful soil cap inspection, Environmental Standards will update the Remediation Completion Report (RCR) and submit to the WVDEP. The updated RCR is anticipated to be completed in June 2020 based on the previously mentioned inspection schedule.
- The Final Report and request for a Certificate of Completion, inclusive of the Soil Management Plan, has been drafted and submitted to the Commission. The Final Report will be updated once remediation is deemed completed; anticipated to be in June/July 2020.

### **Action Items**

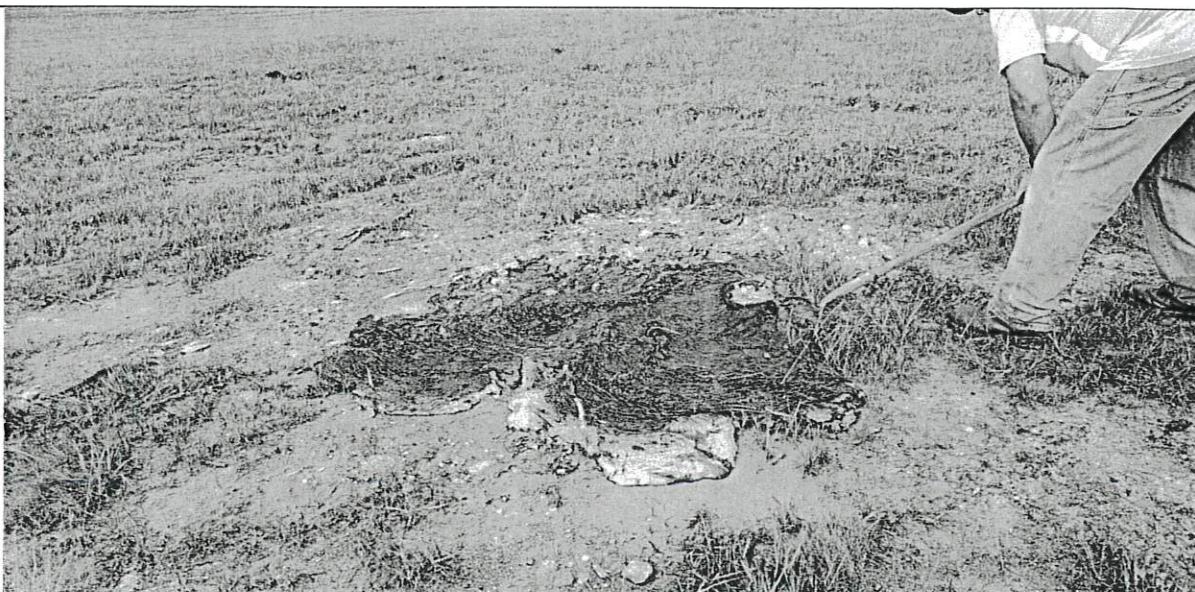
- Mike Sutphin, WVDEP Project Manager, is to verify if the Land Use Covenant (LUC) can be executed and recorded since restrictions will remain unchanged.
- Commission to verify US EPA Cleanup grant closure schedule and if a summer 2020 schedule for closure is acceptable.





**Photo 1**

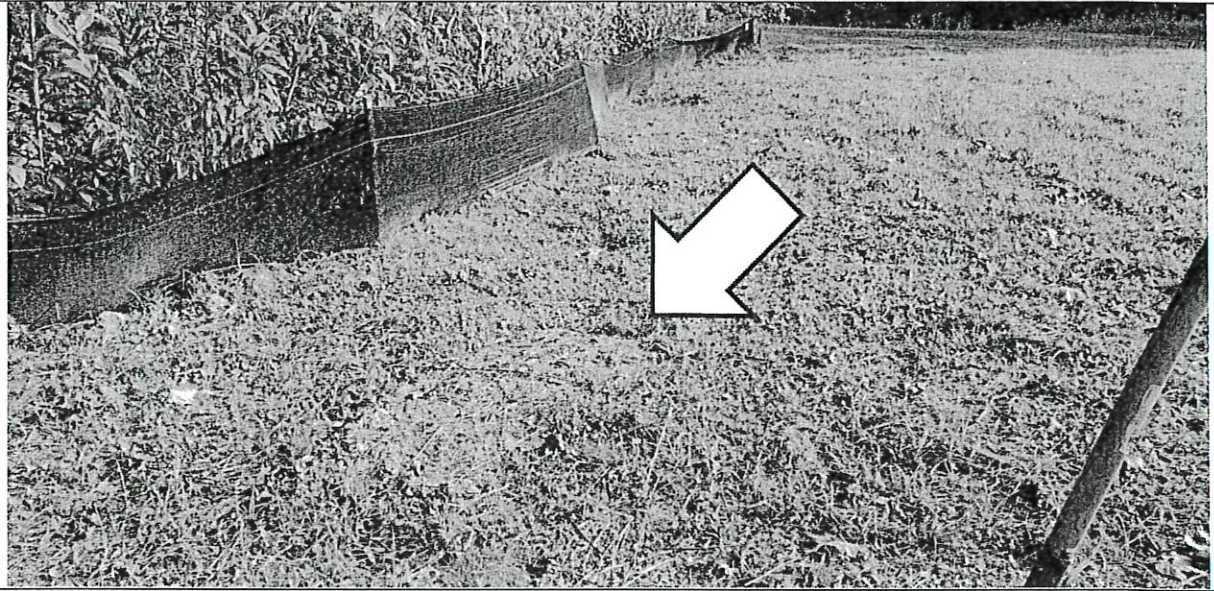
August 26, 2019. Barren area with tar wick near eastern edge of Site. Note other treated tars from July 2019 did not resurface.



**Photo 2**

Tar wick removal; lifted easily from ground surface. The tar was very shallow at the surface. After removal, area was treated with Portland cement.





**Photo 3**

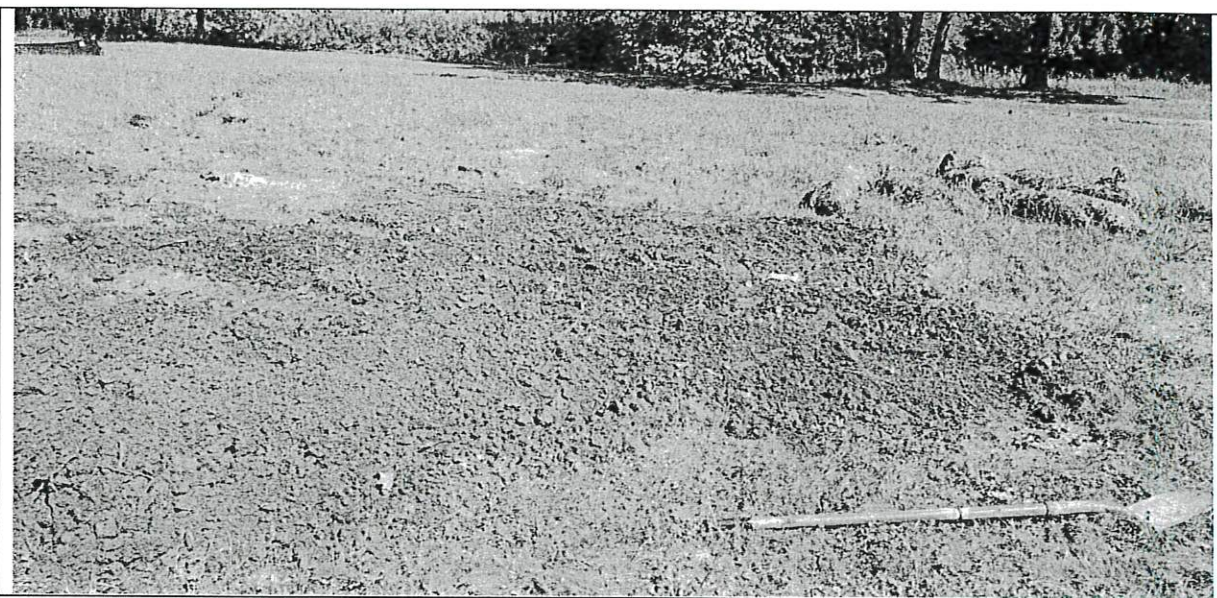
Low area along southwest of Site for relocation of solidified tar before capping. Note tar solidified in July 2019 is not wicking or seeping (arrow).



**Photo 4**

Topsoil (source: retail purchase) added to large barren area following tar removal and treatment with Portland cement.





**Photo 5**

Soil (source: off-site clean fill) added to smaller barren areas and/or waterlogged areas after tar removal and treatment with Portland cement.



**Photo 6**

Relocated solidified tars covered with 12 inches soil (source: off-site clean fill).





**Photo 7**

Soil cap repaired areas were seeded then covered with hay as the final step.

WV Offices of the Insurance Commissioner  
Legal Division - FN  
PO Box 50540  
Charleston WV 25305-0540

COMMISSIONER, UPSHUR COUNTY  
38 W. MAIN STREET  
BUCKHANNON, WV 26201



JAMES A. DODRILL  
Insurance Commissioner



**IMPORTANT NOTICE**  
August 2019

To all West Virginia State and Local Governmental Entities and Non-profit Agencies:

The West Virginia Offices of the Insurance Commissioner is responsible for notifying all West Virginia state and local governmental entities and non-profit organizations that flood insurance may be available through the National Flood Insurance Program (NFIP). The notification is being sent in accordance with WV Code §33-2-15a and in conjunction with the Robert T. Stafford Emergency Assistance and Disaster Relief Act.

Please review your eligibility for this program. Penalties in the form of reductions in Federal Emergency Management Agency (FEMA) relief funds are possible for entities **that fail to purchase** adequate flood insurance on all property located in identified flood zones. Section 406(d) of the Stafford Act mandates a special reduction in the amount of public assistance funding for a structure that is:

- insurable under the NFIP,
- located in a Special Flood Hazard Area as identified by FEMA, and
- damaged or destroyed by flooding.

For insurable structures that do not have flood insurance or carry inadequate coverage, FEMA will reduce eligible loss payments to **the lesser of:**

- the maximum amount of insurance proceeds that could have been obtained from a standard NFIP flood insurance policy **OR**
- the value of the structure at the time of the disaster.

If you are unsure as to whether your agency's/organization's structure is located within a flood plain, contact your local county planning office or the NFIP at 1-800-358-9616. Flood maps are available at [www.msc.fema.gov](http://www.msc.fema.gov) and graphical flood information covering most of the state can also be found on the WV Flood Hazard Determination tool at [www.mapwv.gov/flood](http://www.mapwv.gov/flood).

Any other questions may be answered by visiting [www.floodsmart.gov](http://www.floodsmart.gov) or by contacting the Consumer Service Division of the WV Offices of the Insurance Commissioner at 1-888-TRY-WVIC (1-888-879-9842). Our website can be found at [www.wvinsurance.gov](http://www.wvinsurance.gov).

Sincerely,

James A. Dodrill  
Insurance Commissioner

ICFLOOD  
Rev. 8/19








# JAMES W. CURRY PUBLIC LIBRARY

1721 BROOKS HILL ROAD, FRENCH CREEK, WV 26218

PHONE: 304-924-6724 EMAIL: jameswcurrypubliclibrary@gmail.com FACEBOOK: @jwcpl

MON - WED 11AM - 7 PM, THUR 1 PM - 7 PM, FRI 10 AM - 6 PM, SAT 10AM - 3 PM

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 <b>LIBRARY CLOSED</b> 	3 <b>FAMILY Storytime</b> 5:45 PM <b>SKYSCRAPERS</b>	4	5  2:00 PM	6	7
8	9  <b>CALLANETICS WITH BEV'LY ANN</b> 2:00 PM	10 <b>FAMILY Storytime</b> 5:45 PM <b>WANNA SWAP?</b>	11  <b>CALLANETICS WITH BEV'LY ANN</b> 5:45 PM	12  2:00 PM	13	14
15	16  <b>CALLANETICS WITH BEV'LY ANN</b> 2:00 PM	17 <b>FAMILY Storytime</b> 5:45 PM <b>PLAY-DOH</b>	18  <b>CALLANETICS WITH BEV'LY ANN</b> 5:45 PM	19  2:00 PM	20 <b>GLOW STICK PARTY!</b> ADMISSION FREE 8 TO 10 PM LARGE PAVILION CONCESSIONS AND GLOW STICKS GO ON SALE AT 8 PM	21
22	23  <b>CALLANETICS WITH BEV'LY ANN</b> 2:00 PM	24 <b>Leap into science</b> Engineered by THE FRANKLIN INSTITUTE <b>WIND FAMILY WORKSHOP</b> 5:45 PM	25  <b>ADVISORY BOARD MEETING 10 AM</b>  <b>FUND RAISING COMMITTEE MEETING 11:30 AM</b>  <b>CALLANETICS WITH BEV'LY ANN</b> 5:45 PM	26  2:00 PM	27 	28
<b>BANNED BOOKS WEEK</b>						
29	30	 <p>Explore infinity and beyond at your library!</p> <p>September is <b>LIBRARY CARD SIGN-UP MONTH!</b></p> <p>SEPTEMBER IS A GREAT TIME TO GET A LIBRARY CARD IF YOU DON'T HAVE ONE. CALL 304-924-6724 TO FIND OUT HOW!</p> <p><b>WHY: BECAUSE IT IS A SUPER FUN WAY TO CELEBRATE FALL &amp; RAISE FUNDS FOR CHILDREN'S PROGRAMMING</b></p> <p><b>CONCESSIONS AND GLOW STICKS GO ON SALE AT 8 PM</b></p> <p><b>FOR MORE INFO CALL 304-924-6724</b></p> <p><small>ALL MINOR CHILDREN MUST BE ACCOMPANIED BY A RESPONSIBLE ADULT</small></p>				



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# Prevention Summit Training

## The Power of Prevention

### Erin's Law

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Understanding, Responding and Implementing Body Safety  
Education  
Grades K-5

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Spreading the message that everyone has a role  
in helping prevent child abuse in WV.

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September 10, 2019 - 9:00am-3:30pm

September 11, 2019 - 8:30am-3:30pm

Robert Mollohan Research Center – Fairmont, WV

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Day 1-September 10, 2019

KEYNOTE SPEAKER–Robert Peters

Day 2–September 11, 2019

KEYNOTE SPEAKER–Dr. Janet Rosenzweig

AGENDA ATTACHED TO THIS EMAIL

REGISTER

<https://preventionsummit-erinslaw.eventbrite.com>

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#### Who Should Attend

School Staff (Teachers (K-5), Counselors, Nurses, Principals, Superintendents),  
Prevention Educators, CACs, Adolescent Health Coordinators, Social Workers,  
Counselors, CPS and Prevention Resource Officers

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**There is NO cost to attend the Prevention  
Summit.**

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CEUs – Offered for Counseling, Nurses, Social Work and Principals (Pending  
Approval)

3 Hour Non-Degree Graduate Credit - Available for Educators for \$99.00 through Concord University. Interested, contact Selina Vickers [at-smvickers@wvdesc.org](mailto:at-smvickers@wvdesc.org) or call 1-681-207-7110 or 1-681-207-7038 (Ext. 1120).

Questions - Contact Debra Lopez Bonasso at [dlbonasso@fris.org](mailto:dlbonasso@fris.org)

This training is sponsored by the West Virginia Foundation for Rape Information and Services



Special thanks to the following Co-Sponsors:

Eastern Panhandle Instructional Cooperative ~ Marshall County FRN  
Region 7- Adolescent Health Coordinator ~ United Way of Central WV  
Southern Educational Services Cooperative Adolescent Health Program

Funding for this training is provided as a grant from WVDHHR.  
*The opinions expressed in this training do not necessarily reflect the views of the  
West Virginia Department of Health and Human Resources.*



TUESDAY, SEPTEMBER 24<sup>TH</sup>, 2019  
5:45 - 6:45 PM

# Leap Into Science: Family Wind Workshop

JOIN US AT THE JAMES W. CURRY PUBLIC LIBRARY  
FOR A FUN, FREE, HANDS ON STEM WORKSHOP  
BEST FOR FAMILIES OF PRESCHOOL & ELEMENTARY STUDENTS.

CHILDREN MUST BE ACCOMPANIED BY A CAREGIVER.

NO REGISTRATION REQUIRED.

CALL 304-924-6724 FOR MORE INFORMATION.

23



# ELKINS ROAD PUBLIC SERVICE DISTRICT

## Agenda

24

**Meeting** *Regular Monthly Meeting* **Start Time** *5:30 PM*  
**Date** *Tuesday, September 3, 2019* **Place** *P.S.D. Office*  
*4536 Old Elkins Rd, Buckhannon*

Meeting Called to Order by Chairperson 5:30 PM  
 Pledge of Allegiance  
 Roll Call Introduce Board of Directors  
 Chair/Treasurer-Carey Wagner, Secretary-Larry Heater, Board Member-Sonny Matthews  
 Introduce Office Staff - Office Manager, Carolyn Douglas; Billing Clerk - Linzy Wilson;  
 System Operator-David Wamsley  
 Recognize Current Customers  
 Approval of Minutes - August 6, 2019 Regular Monthly Meeting **Vote**  
 Treasurer Report/Payment of Bills for September/bal of August Invoices **Vote**

### ITEMS FOR DISCUSSION

**Quality Water Services, LLC** **Vote**  
 Discuss Options & Seek Pricing for back up to System Operator

**WV CoRP Annual Meeting September 27, 2019** **Vote**  
 Approve/sign RSVP for Office Manager to attend

**Phase III Extension Project Update** **Vote**  
 Invoice payment approval  
 Update on Project  
 Pre-Const Sign Ups  
 Easements/Right of Ways

**Maintenance Report**  
 In-house Meter Reading  
 High Consumption in 200,000 per day again  
 Fall/Winter Prep

### Personnel

**Date & Time of October 2019 Meeting - Tuesday, October 1, 2019 @ 5:30 pm**

**Adjournment** **Vote**

*Anyone wishing to address the Board that is not on the agenda will be addressed at the end of the meeting or as time permits in between other items on agenda. Please ask to be added so we can be sure to address you. Thank you for your patience!!!! ☺)*



**City Council of Buckhannon – 7:00 pm in Council Chambers**  
**Meeting Agenda for Thursday, September 5, 2019**

25

**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 Gabriella Sayger-Buckhannon Volunteer Center Coordinator

**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 Fire Chief-JB Kimble
- C.5 City Attorney- Tom O'Neill

**D. Correspondence & Information**

- D.1 CityPR: Buckhannon Volunteer Center Welcomes Gabriella Sayger
- D.2 Mayor's Greetings at the Ladies of the G.O.P. Reception
- D.3 Letter of Support for Region VII RE: Central WV Environmental Infrastructure Program
- D.4 Thank You Letter-Shirley Lewis-Gift Supporting Colonial Theatre
- D.5 Mayor's Welcome Letter to WVWC Students
- D.6 Report of Cat & Dog Activity –Upshur County Commission-July 2019
- D.7 Mayor's Greeting at the Buckhannon Riverfest
- D.8 Proclamation Stemple 75<sup>th</sup> Wedding Anniversary
- D.9 Notice of Public Hearing & Timeline City of Buckhannon 2025 Comprehensive Plan
- D.10 Mayor's Remarks at the City Employee Recognition Picnic

**E. Consent Agenda**

- E.1 Approval of Minutes-Regular meeting 08/15/19
- E.2 Approval of Building and Wiring Permits
- E.3 Approval of Payment of the Bills
- E.4 Three-Quarter Café, LLC-Temporary Extension of the ABCA Licensed Floor Plan on 9/7/19 Trader's Alley Block Party
- E.5 Appointment of Brian Huffman as City's Rep BU Airport Authority Board of Directors

**F. Strategic Issues for Discussion and/or Vote**

- F.1 Approval Ordinance No. 438 Purchasing 2<sup>nd</sup> Final Reading
- F.2 Approval Ordinance No. 439 Adoption of 2025 Comprehensive Plan 1<sup>st</sup> Reading
- F.3 Approval & Execution of Buckhannon Gateway West Transportation Alternatives Agreement
- F.4 Approval Resolution No. 2019-10 Capitalization Policy
- F.5 Continued Discussion Part Time Firefighter/Home Rule
- F.6 Approval Request Fire Department- To Implement Psychological Testing as part of hiring process

**G. Comments and Announcements**

- G.1 Mary Albaugh
- G.2 Pamela Bucklew
- G.3 C J Rylands
- G.4 Robbie Skinner
- G.5 David Thomas
- G.6 Randall Sanders

**H. Mayor's Comments and Announcements**

**I. Adjournment**

Next Regular Scheduled City Council Meeting September 19, 2019

Posted 08/30/19

In compliance with West Virginia's Public Meeting Law, the 26<sup>th</sup> Judicial Circuit Community Corrections Program board meeting will be held September 9, 2019 at 6:00pm at the Lewis County Commission Meeting Room in Lewis County. The public is invited to attend and learn more about our program, serving Lewis and Upshur Counties.

## **COMMUNITY CORRECTIONS**

### **Board Meeting Agenda**

**September 9, 2019**

**Lewis County Commission Meeting Room 6:00 P.M.**

#### **I. Handouts**

- Sign in sheets
- Agenda, Previous Meeting Minutes
- Budget report

#### **II. New Business**

- 1) Batterer's Intervention Prevention Class Update
  - Upshur/Lewis- 0 referrals still no facilitator
- 2) Home Confinement Update- Lewis- 22 Upshur- 24
- 3) Community Corrections Update
  - Referrals received since July 1, 2019 Upshur-10 Lewis-21 Total-31
  - Grant Award Update
  - Resignation of Janet McCourt Lewis County Case Manager
  - Vehicle Update
  - Resignation of Jim and Faith Wilson Drug Court Counselors
  - Request to hire new counselor for Drug Court

#### **III. Next Meeting**

- November 4, 2019 at the Upshur County Day Report Center 6:00 P.M.



27

**AGENDA**  
**UPSHUR COUNTY SOLID WASTE AUTHORITY**  
**BOARD OF DIRECTORS MEETING**

**Monday, September 9, 2019**

Time: 4:30 PM

Place: UCSWA Office, 380 Mudlick Rd, Suite 102, Buckhannon, WV 26201

1. Call to Order
2. Determine Quorum
3. Minutes of August 12, 2019 Meeting
4. Monthly Financial Report, August, 2019 —Treasurer
5. Director's Report – Burl Smith
6. Recognition of Guests

**Old Business:**

1. **AWVSWA Educational Conference Attendance, 10/ 20-22, at Canaan Valley-**
2. **Free Paper Shred Event, Sept 7, 2019---**
3. \_\_\_\_\_

**New Business:**

1. **4<sup>th</sup> Grade Tours of City of Buckhannon Recycling Center, 10/8 & 10/10 ---**
2. **Meeting Dates for October and November (Holidays)---**
3. \_\_\_\_\_

**Board Member Comments:**

**Meeting Adjournment:**

**NEXT MEETING: October 14, 2019 – (Regular Schedule)**

Upshur County Public Library Board of Trustees Meeting  
July 17, 2019

28

The regular meeting of the Upshur County Public Library Board of Trustees was held on Wednesday, July 17 at 4:00 p.m. at the library. Board members in attendance were Dennis Xander, Michelle Strader, Carol Smith, and John Haymond. Also in attendance were Paul Norko, Director; Beth Rogers, Assistant Director; Connie Cutright, Business Manager and Ann Slaughter, Friends of the Library representative.

The minutes of the June meeting were approved.

The financial reports were approved on a motion made by Michelle and seconded by <sup>John</sup>~~Mike~~. Connie reported that we finished the year with an increase of \$8,847.00 to the fund balance instead of the \$10,317 deficit projected in the budget. The two major contributing factors were the increase in ramp dinner revenue and personnel costs saved with the absence of an assistant director for almost four months.

Director's Report – see written report

The Personnel Policy Committee met but has no changes to present for approval at this time.

Dennis and Bryson are exploring the best way to go about the bid process for asphalt. Paul mentioned that some of our patrons are having difficulties with the gravel parking lot and having to walk so far to get in the building. We are going to check with county maintenance about creating a couple handicapped parking spots directly in front of the garage so that they can park closer to the building, exit their vehicle onto pavement, and not have to cross the gravel lot.

The Upshur County Board of Education has informed us that they plan to appoint Kenna Leonard as their appointee to our board at their meeting next week.

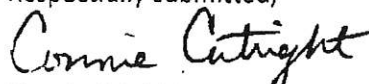
Board members received in their board meeting packet a letter from the First Community Bank concerning a depository bond agreement. After discussion on considering the bond, on a motion made by Carol and seconded by Michelle, the board accepted and approved the Depository Bond of First Community Bank for the Upshur County Public Library, with all terms in full contained within the letter of credit from the First Community Bank for the period July 1, 2019 through June 30, 2020, in the amount of one hundred fifty thousand dollars (\$150,000.00). (copy included)

Ann reported that the Friends are trying to get rid of books that are not in condition to sell or that have been through several book sales. They will be helping with the summer reading club party on August 21<sup>st</sup> and will be participating in Harvest in the Hills in September.

The next meeting will be August 21<sup>st</sup> at 4:00 p.m.

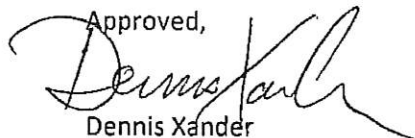
Meeting adjourned.

Respectfully submitted,



Connie Cutright  
Business Manager

Approved,



Dennis Xander  
Board President