

Upshur County Commission Meeting Agenda

①

Location of Meeting: Upshur County Courthouse Annex
Date of Meeting: October 10, 2019

- 9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• October 3, 2019
- 9:30 a.m. Addie Helmick, Women's Aid in Crisis – Presentation of Domestic Violence Awareness Month Proclamation – October 2019 Page 4
- 10:00 a.m. Gwyn Thorn: Promoting her novel, "Love Blue - Amanda's Story"
- 10:30 a.m. David E. Godwin, Prosecuting Attorney - Review of Civil Action No.: 17-C-128. In the Circuit Court of Upshur County, West Virginia, Third Amended Complaint filed by Timothy J. Gregory and Janice L. Gregory, Plaintiffs, vs Jack O. Long, Lora A. Long, Upshur County Commission, Terry B. Cutright, Upshur County Commissioner, Samuel R. Nolte, Upshur County Commissioner, Kristie G. Tenney, Upshur County Commissioner, Defendants. This litigation is pursuant to a right of way on real estate in Meade District, Upshur County. Under separate cover
Item may lead to Executive Session per WV Code §6-9A-4

Items for Discussion / Action / Approval:

1. Correspondence from Randall L. Saunders, Nelson Mullins Riley & Scarborough LLP, Attorneys and Counselors at Law, requesting approval of: 1) Consolidating the Greylock Energy LLC BOAA protests with three other counties (Barbour, Randolph, and Taylor Counties); 2) Utilization of a hearing examiner; 3) Utilization of John Montgomery as the hearing examiner; and 4) Setting a hearing date once the hearing Commissioner is in place. * Page 5-6
2. Correspondence from Paul Norko, Upshur County Public Library Director, requesting consideration for assistance from the Commission with the expense of street lights for the Library parking lot. * Page 7
3. Approval of Lewis-Upshur Animal Control Facility Volunteer Whitney Marsh. * Under separate cover
4. 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. Lewis-Upshur Animal Control Facility Adoption Financial Transactions – September 2019 Page 8-9
2. Lewis-Upshur Animal Control Facility Cat Report for the month of September 2019 Page 10

3. Lewis-Upshur Animal Control Facility Animal Report for the month of September 2019 Page 11
4. Upshur County Animal Control/Humane Officer Monthly Animal Report for the month of September 2019. Page 12
5. Upshur County Building Permits for the month of September 2019 Page 13-15
6. Correspondence from the Stockert Youth & Community Center Children's Festival Committee thanking the Commission for the donation to the 2019 Children's Festival and for being a supporter of SYCC. Page 16
7. Public Notices:
 - a. Newsletters and/or Event Notifications:
 - Region VI Job & Resource Fair 2019 on October 11th, 2019 from 10:00 a.m. – 2:00 p.m. at the Robert H. Mollohan Research Center in Fairmont, WV. Page 17
 - Trunk or Treat – Wednesday, October 30th from 6:00 p.m. to 8:00 p.m. at the Public Safety Complex. Page 18
 - b. Agendas and/or Notice of Meetings:

• Buckhannon-Upshur Airport Authority	October 10, 2019	<u>Page 19</u>
• Buckhannon Upshur Board of Health	October 21, 2019	<u>Page 20</u>
 - c. Meeting Minutes:

• Elkins Road PSD	September 3, 2019	<u>Page 21- 27</u>
-------------------	-------------------	--------------------
 - d. Meetings:

• 10/01/19 5:30 p.m.	Elkins Road PSD
• 10/01/19 4:00 p.m.	Hodgesville PSD
• 10/03/19 7:00 p.m.	Banks District VFD
• 10/03/19 7:00 p.m.	Selbyville VFD
• 10/14/19 12:00 p.m.	Upshur County Family Resource Network
• 10/14/19 4:30 p.m.	Upshur County Solid Waste Authority - CANCELLED
• 10/14/19 5:30 p.m.	Buckhannon-Upshur Recreational Park Advisory Board
• 10/14/19 6:00 p.m.	Lewis-Upshur Community Corrections Board-Lewis County
• 10/08/19 7:30 p.m.	Adrian VFD
• 10/03/19 6:00 p.m.	Buckhannon-Upshur Board of Health
• 10/23/19 7:00 a.m.	Upshur County Development Authority
• 10/16/19 12:00 p.m.	Upshur County Senior Center Board
• 10/10/19 3:00 p.m.	Upshur County Conventions & Visitors Bureau
• 10/09/19 7:00 p.m.	Warren District VFD
• 10/10/19 10:00 a.m.	Adrian PSD
• 10/09/19 3:00 p.m.	Tennerton PSD
• 10/10/19 4:00 p.m.	Upshur County Safe Sites & Structures Enforcement Board
• 10/10/19 7:30 p.m.	Buckhannon VFD
• 10/10/19 4:00 p.m.	Buckhannon Upshur Airport Authority
• 10/17/19 6:30 p.m.	Upshur County Youth Camp Board
• 10/20/19 6:00 p.m.	Washington District VFD

- 10/21/19 12:00 p.m. Buckhannon-Upshur Chamber of Commerce – Wildlife Center
- 10/16/19 4:00 p.m. Upshur County Public Library Board
- 10/15/19 10:00 a.m. Wes-Mon-Ty Resource Conservation & Development Council
- 10/15/19 6:30 p.m. Upshur County Fire Board, Inc.
- 10/22/19 5:00 p.m. UC Enhanced Emergency Telephone Advisory Board
- 10/09/19 7:00 p.m. Ellamore VFD
- 10/16/19 12:00 p.m. Lewis Upshur LEPC --- Lewis location
- 10/17/19 2:00 p.m. Upshur County Farmland Protection Board
- 10/23/19 10:00 a.m. James W. Curry Advisory Board
- 10/16/19 7:00 p.m. Upshur County Fire Fighters Association
- 10/09/19 6:00 p.m. Buckhannon River Watershed Association - WVWC
- 10/28/19 10:00 a.m. Mountain CAP of WV, Inc., a CDC
- 12/13/19 11:00 a.m. Region VI Local Elected Officials

8. Appointments Needed or Upcoming:

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).
2. Review of correspondence from Nate Kennedy regarding the property line for the county property located on the Oscar Sayre Road.

**Next Regular Meeting of the Upshur County Commission
October 24, 2019 --- 9:00 a.m.
Upshur County Courthouse Annex**

****The regularly scheduled Commission Meeting on October 17, 2019 is CANCELLED ****

PROCLAMATION

Domestic Violence Awareness Month

WHEREAS, anyone can be a victim of domestic violence, regardless of age, race, sex, nationality, or religion;

WHEREAS, 1 in 3 women and 1 in 4 men will experience domestic violence during his or her lifetime. 1 in 4 children will become a victim or secondary victim of domestic violence in their lifetime;

WHEREAS, a home should be a safe and loving place to be. As for many in our community, some of these homes are tarnished with violence, fear, and even death;

WHEREAS, Centers Against Violence have provided services and support to our clients for over 40 years;

WHEREAS, Domestic Violence Awareness Month provides an excellent opportunity for Upshur County citizens to learn more about prevention and show support for organizations who provide advocacy and assistance to victims, survivors, and their families;

THEREFORE, the Upshur County Commission proclaims the Month of October Domestic Violence Awareness Month and supports those who are working to end Domestic Violence.

Given under our hands this 10th day of October, 2019

Samuel R. Nolte,
President

Terry B. Cutright,
Commissioner

Kristie G. Tenney,
Commissioner



Randall L. Saunders
(Admitted in KY, TN & WV)
T 304.526.3507 F 304.526.3557
randy.saunders@nelsonmullins.com

NELSON MULLINS RILEY & SCARBOROUGH LLP
ATTORNEYS AND COUNSELORS AT LAW

949 Third Avenue | Suite 200
Huntington, WV 25701
T 304.526.3500 F 304.526.3599
nelsonmullins.com

September 30, 2019

Dustin Zickefoose
Upshur County Assessor
38 West Main Street, Room 102
Buckhannon, WV 26201

Re: Greylock Energy LLC
Notice of Agreement of Parties to Utilize Hearing Examiner

Dear Dustin:

I have discussed the issue of consolidating the protests (Barbour, Randolph, Taylor, and Upshur Counties) and appointing a hearing commissioner with opposing counsel, Kin Sayre (copied hereto), and he has indicated that his client is agreeable to moving forward in this fashion.

Finally, it was agreed by the parties that John Montgomery would be a good choice for hearing commissioner, if deemed appropriate by the County Commission.

Should you have any questions, please do not hesitate to contact me.

Very truly yours,

A handwritten signature in black ink, appearing to read 'R. Saunders', with a long, sweeping horizontal stroke at the end.

Randall L. Saunders

RLS:tms

cc: Kin Sayre, Esq.

6

To: 'Phyllis Yokum' <pyokum@assessor.state.wv.us>; 'Dustin Zickefoose' <dwzickefoose@upshurcounty.org>; 'Christa Kinsey' <ckinsey@wvassessor.com>; cutright@assessor.state.wv.us
Cc: Jerry A Knight <knight.consulting@frontier.com>; Tara Sizemore <tara.sizemore@nelsonmullins.com>
Subject: RE: Greylock

Good afternoon everyone,

In follow-up to my correspondence from Monday, I wanted to clarify that each county commission will need to agree to the following:

1. Consolidated hearing with the other three counties;
2. Utilization of a hearing examiner;
3. That John Montgomery is acceptable; and
4. That a hearing date will be determined once the hearing commissioner is in place.

Please don't hesitate to reach out if you have any questions or concerns.

Thank you,

Randy



RANDALL L. SAUNDERS PARTNER

randy.saunders@nelsonmullins.com

949 THIRD AVE. | SUITE 200

HUNTINGTON, WV 25701

T 304.526.3507 M 304.638.3380 F 304.526.3557

[NELSONMULLINS.COM](http://nelsonmullins.com) [VCARD](#) [VIEW BIO](#)



1150 Route 20 South Rd.
Buckhannon, WV 26201

10/3/2019



Upshur County Commission
38 W. Main St., #302
Buckhannon, WV 26201

Dear Commissioners,

We are finally reaching the home stretch of our parking lot expansion project. Our hope is that sometime in October 2019 we will be able to get at least the first coat of asphalt down so that our entire parking lot will be useable by all patrons. The progress on this project has been wonderful to see this year.

However, it is not all good news. While we are most likely able to cover the entire cost of the paving using our own funds, this turned out to be much more than we were expecting, leaving no funding for some other critical parts of the project, such as the street lights. We were hopeful that you would be able to help us defray some of that expense, whether in full or in part.

We have requested a quote on the cost of streetlights from State Electric in Clarksburg. Our original estimate was around \$2500, which turned out to not be a realistic price based on the first actual quotes given to us. We are expecting the actual price to be higher than that, possibly between \$4000-5000. We have tried looking for some energy efficiency grants from places like MonPower, but have had no luck finding anyone willing to support this phase of the project so far.

These streetlights serve a critical need for us, especially as we get into fall and winter, as the days grow shorter. We are open until 7:00 on four weeknights, well after it gets dark for several months of the year. It is a security concern, as people walking into a dark parking lot need to be able to see where they are going. We have several events each month for groups using our meeting room occurring in the evenings, as well as other planned library activities.

We appreciate your continued support throughout the year. We hope that you share our concerns about the importance of having a well-lit parking lot, especially as it pertains to the security and safety of our patrons, our staff, and our building.

Sincerely,

Paul Norko
Library Director

8

LEWIS-UPSHUR ANIMAL CONTROL FACILITY		
MONTH OF <u>September</u> 2019		
	UPSHUR	LEWIS
ADOPTIONS		
CASH	\$425	\$190
CHECK	\$0	\$20
E STORE CREDIT CARD	\$185	\$70
SUBTOTAL	\$610	\$280
SPAY/NEUTER DEPOSIT		
CASH	\$750	\$250
CHECK	\$0	\$50
E STORE CREDIT CARD	\$250	\$100
SUBTOTAL	\$1,000	\$400
BOARD RESCUE		
CASH	\$0	\$30
CHECK	\$0	\$0
E STORE CREDIT CARD	\$90	\$10
SUBTOTAL	\$90	\$40
MICRO-CHIPPING		
CASH	\$78	\$0
CHECK	\$0	\$0
E STORE CREDIT CARD	\$13	\$0
SUBTOTAL	\$91	\$0
DONATIONS		
CASH	\$0	\$0
CHECK	\$0	\$0
E STORE CREDIT CARD	\$0	\$0
SUBTOTAL	\$0	\$0

9


OTHER	\$1,791	\$720
TOTAL		

EXPLANATION:

(10)

LEWIS-UPSHUR ANIMAL CONTROL FACILITY REPORT
ACCOUNT OF CATS
JANELLA COCHRAN, SUPERVISOR OF ANIMAL SERVICES
(September) 2019

TRANSACTION	UPSHUR	LEWIS	TOTAL
Cats brought in by City Trapper	1	0	1
Cats brought in by Animal Control Officer	1	0	1
Cats brought in by County Residents	22	4	26
Cats brought in by Law Enforcement	0	0	0
Cats in Drop Box	0	0	0
Cats Quarantined	1	0	1
Cat returned to owner	0	0	0
Cats Escaped	1	0	1
Adoptions:			
With Charge	15	0	15
Without Charge	0	0	0
Rescues:			
With Charge	0	0	0
Without Charge	7	3	10
Euthanasia:			
Owner Request	0	0	0
Other	0	2	2


Signature

10/2/19

Date

11

LEWIS - UPSHUR ANIMAL CONTROL FACILITY
ANIMAL REPORT (October 2, 2019)
ACCOUNT OF ANIMALS HOUSED AT THE LEWIS - UPSHUR ANIMAL CONTROL FACILITY
FOR THE MONTH OF (September) 2019

TRANSACTION	UPSHUR	LEWIS	TOTAL
Dogs brought in by Animal Control Officer	9	25	34
Other Animals brought in by Animal Control Officer	0	0	0
Dogs brought in by County Residents	16	6	22
Dogs brought in by Law Enforcement	1	0	1
Dogs in Drop Box	2	0	2
Dogs Quarantined	0	1	1
Dogs Returned to Owner	2	3	5
Dogs Escaped	0	0	0
Adoptions:			
With Charge	14	11	25
Without Charge	0	0	0
Rescues:			
With Charge	15	9	24
Without Charge	0	3	3
Euthanasia:			
Owner Request	0	0	0
Other	0	1	1

Janella R. Cochran
Signature

10-2-19
Date

12

DUSTIN HOLLEN, ANIMAL CONTROL / HUMANE OFFICER

MONTHLY ANIMAL REPORT

September 2019

TRANSACTION	#
Animals picked up by ACO:	10
Dogs	9
Other	1
Animals returned to Owner by ACO:	0
Dogs	0
Other	0
Animals Delivered to LUACF:	10
Dogs	9
Other	1
Animals Quarantined by ACO:	1
Dogs	0
Other	1
Animals Terminated:	1
Dogs	1
Other	0
Total Number of Hours Involved	178

Dustin L Hollen
Signature

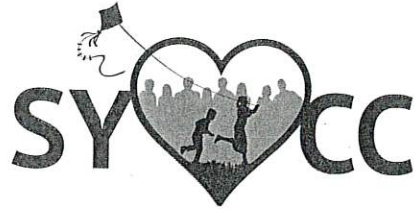
10-8-19
Date

***UPSHUR COUNTY BUILDING PERMITS
SEPTEMBER 1, 2019 - SEPTEMBER 15, 2019***

[illegible]

UPSHUR COUNTY BUILDING PERMITS
SEPTEMBER 16, 2019 - SEPTEMBER 30, 2019

DATE ISSUED	PERMIT NUMBER	UID NUMBER	APPLICANT NAME	APPLICANT ADDRESS	ESTIMATED PROJECT COST	PAID	CHECK, CASH, COUNTY CLERK OR	DESCRIPTION OF PROJECT	CONTRACTOR OR PROPERTY OWNER
9/16/2019	7897	6825	SNYDER, VICKY	98 BALLAH ST. BUCKHANNON, WV 26201	\$7,000.00	\$15.00	CC	NEW ROOF	CUT RIGHT HOME BUILDERS, 104 CLEVINGER BLACKSMITH RD, BUCKHANNON, WV 26201
9/16/2019	7898	9426	CASTO, TIFFANY	93 SAGO RD. BUCKHANNON, WV 26201	\$7,800.00	\$15.00	OL	METAL ROOF AND SOME CORRUGATED TIN REMOVED	SELF (CHURCH MEMBERS)
9/16/2019	7899	81835	WARNER, ROGER AND AUTUMN	7597 BUCKHANNON RD. VOLGA, WV 26238	\$220,000.00	\$15.00	CASH	2,600 SQ FT NEW HOME	SPOTLOE CONSTRUCTION, 152 MAHER RD, TALLMANSVILLE, WV 26237
9/19/2019	7900	NEW	DEAN, TYSON	448 MCCARTNEY RD. BUCKHANNON, WV 26201	\$8,000.00	\$15.00	CASH	28' X 48' BLOCK FOUNDATION	SELF
9/16/2019	7901	12044	MITCHELL, JERALD E	3658 MT UNION RD. BUCKHANNON, WV 26201	\$8,800.00	\$15.00	CC	28' X 60' NEW METAL ROOF	APPALACHIAN ROOFING, 2742 FRENCHTON RD, FRENCH CREEK, WV 26218
9/16/2019	7902	2010	MOORE, MICHAEL	67 BOARDWALK RD. BUCKHANNON, WV 26201	\$2,500.00	\$15.00	CASH	10' EXTENSION OF PORCH ROOF AND NEW ROOF	SELF
9/16/2019	7903	NEW	ELMORE, JOHN	1311 HOOTIN HOLLOW RD, BUCKHANNON, WV 26201	\$52,000.00	\$15.00	CC	14' X 70' SINGLE WIDE MOBILE HOME	CLAYTON HOMES, PO BOX 2358, BUCKHANNON, WV 26201
9/17/2019	7904	NEW	BEAN, DAVID E	3426 KESLING MILL RD. BUCKHANNON, WV 26201	\$34,000.00	\$15.00	CHECK	14' X 60' SINGLE WIDE TRAILER	JEFF LOFTIN, 112 ONNAS LN, BELINGTON, WV 26250
9/17/2019	7905	8304	MILLS, JEFFREY W	28 PARLEY LN. BUCKHANNON, WV 26201	\$1,500.00	\$15.00	OL	20' X 22' STORAGE SHED	SELF
9/17/2019	7906	418	SEELBACK, BRAD	24 DRUMMOND LN. BUCKHANNON, WV 26201	\$5,000.00	\$15.00	CASH	16' X 30' NEW PORCH TO REPLACE OLD PORCH	SELF
9/17/2019	7907	9057	HOWARD, TOMMY R	3156 WATERLOO RD, FRENCH CREEK, WV 26218	\$2,000.00	\$15.00	CASH	12' X 60' SINGLE WIDE TRAILER	SELF
9/17/2019	7908	6218	TENNEY, PAMELA	1608 FRENCHTON RD, FRENCH CREEK, WV 26218	\$4,000.00	\$15.00	CASH	12' X 30' ADDITION TO FRONT OF HOUSE	SELF
9/18/2019	7909	16784	SMITH, MARY ANN	55 GREEN ACRES RD, MABIE, WV 26278	\$3,000.00	\$15.00	CHECK	NEW UNDERPINNING; IMPROVEMENTS ON PAVILION	SELF
9/19/2019	7910	7881	PROPST, EVERETT E	177 EASTLAWN DR. BUCKHANNON, WV 26201	\$5,800.00	\$15.00	CHECK	REPLACE EXISTING NATURAL GAS PACKAGED UNIT	DPH, 27 TEN MILE RD, BELINGTON, WV 26250
9/19/2019	7911	1224	PERRY, STEVE /LYNNE	3370 BRUSHY FORK RD. BUCKHANNON, WV 26201	\$5,000.00	\$15.00	CASH	NEW ROOF ON HOUSE AND GARAGE; REPAIRS TO GARAGE	SELF
9/19/2019	7912	8710	SACK, DAVID	105 JOLYNNE DR. BUCKHANNON, WV 26201	\$8,500.00	\$15.00	CC	INSIDE REMODELING; NEW SIDING, WINDOWS, GUTTERS, ROOF, NEW FLOORS, DOORS; ADDING ENCLOSED CARPORT; ADDING AN ADDITIONAL BEDROOM;	SELF
9/20/2019	7913	10423	OLDAKER, ELIZABETH	6547 RT 20 SOUTH RD. ADRIAN, WV 26210	\$10,000.00	\$15.00	CASH	NEW ROOF	APPALACHIAN ROOFING, 2742 FRENCHTON RD, FRENCH CREEK, WV 26218
9/23/2019	7914	NEW	HYRE, BRENDA SUE	144 WINDING LANE RD, VOLGA, WV 26238	\$70,000.00	\$15.00	CHECK	16' X 76' SINGLE WIDE TRAILER	MIDDLETOWN HOMES, 8 COMMERCE BLVD, BUCKHANNO, WV 26201
9/23/2019	7915	81338	MCMURRAY, KATHY OR JOE	2175 LARRY ANDERSON RD. ROCK CAVE, WV 26234	\$7,500.00	\$15.00	CASH	22' X 30' METAL BUILDING	SELF
9/23/2019	7916	NEW	SCOTT, ROCKY AND CHARLOTTE	206 HAYES SCOTT RD. MILL CREEK, WV 26280	\$12,000.00	\$15.00	CHECK	24' X 32' CABIN	SELF
9/23/2019	7917	7368	WILLIAMS, DOUG	1154 TALLMANSVILLE RD. BUCKHANNON, WV 26201	\$7,500.00	\$15.00	CASH	40' X 20' ENCLOSURE ON EXISTING CONCRETE PAD TO MAKE AN ADDITION TO GARAGE; ELECTRICAL OUTLETS, LIGHTS, MAIN BREAKER BOX.	SELF



16

STOCKERT YOUTH & COMMUNITY CENTER

79 East Main Street • Buckhannon, WV 26201

September 23, 2019

Dear Friend of Stockert Youth & Community Center,

Stockert Youth and Community Center would like to thank you for your donation to the 2019 Children's Festival. Your generosity allowed our annual event to be a tremendous success. It warms our heart to know that there are such giving organizations and people right here in our own community.

The annual Children's Festival is such an important event for Stockert Youth & Community Center because it affords the children of our community a chance to have fun without worrying about money. It is a safe, fun and enriching opportunity that everyone can enjoy.

The 2020 Children's Festival is already in planning stages! We hope to make it even better than ever. It is our sincerest hope we can continue to count on generous donors like you!

Again, we thank you for being a supporter of SYCC.

Sincerely,

Stockert Youth & Community Center
Children's Festival Committee

Region VI

JOB & RESOURCE FAIR 2019

 ~~UNEMPLOYED~~

October 11, 2019 10am-2pm

Robert H. Mollohan Research Center

1000 Galliher Drive, Fairmont

List of Participating Vendors

Modern Woodman
Operation Welcome Home
Pierpont CTC
Pressley Ridge
Preston & Mountaineer
Contractors
Sen. Joe Manchin's office
Shaft Drillers International
SMART Local 33 NCWV
Teleperformance
The ARC of Harrison County
TMC Technologies
Trilogy Innovations

Action Facilities Mgt.
Aurora Flight Services
Bombardier Aerospace
COTRAIC
Dismas Charities
Express Employment
Federal Bureau of Prisons -
Hazelton
Greene County CTC
HQ Aero Management
InfoCision
Jan Care Ambulance
March-Westin Company

UniCare
United Hospital Center
United Technical Center
US Census Bureau
VA Medical Center
White Hall Pharmacy
WorkForce WV
WV Dept. of Corrections
WV Div. Rehab. Services
WV Junior College – Mgt
WV Laborers Training Center
WV Women Work
WVU Medicine

Sponsored by

Region VI Workforce Development Board

A proud partner of the  **AmericanJobCenter**® network

Equal opportunity Employer/Program.

Axillary Aids and services available upon request for individuals with disabilities.

TDD: WV Relay 7-1-1



Join us for the Buckhannon Police Department's annual

~ Trunk or Treat ~

Wednesday, October 30th ` 6pm—8pm
the Public Safety Complex



*Trunk or Treat begins at 6:00pm.
Line begins until 5:30pm. Please
follow the path outlined for our
emergency personnel's safety in
the case of emergency.*



For any questions or if you would like an application to become one of
our "trunks", please contact Lori Ulderich Harvey at
upshurfrn@yahoo.com or 304.473.1051 OR Jewel Fisher at 304.472.4466

Buckhannon-Upshur Airport Authority Agenda

Buckhannon-Upshur Airport Authority-W22 Terminal Building

Thursday, October 10, 2019 at 4:00 pm

- A. Call to order
- B. Recognized guests and public comment period
- C. Officer/Committee/Consultant Reports:
 - President's Report – President
 - Treasurer's Report – Phil Loftis, Treasurer
 - Approval to Pay Invoice from Jeff Bubar
 - Secretary's Report – Rich Clemens, Secretary
 - CofC Open House at Airport – Report
 - WVAC Meeting Recap
 - SmartProcure FOIA Request
 - Engineering Reports – Chapman/Technical
 - Terminal building closeout including final pay applications and draws
 - Operations – Jamie Wilt, Jennifer Powers
 - Fuel Prices/Inventory
 - Tractor in need of servicing
 - 100 LL order by end of the month.
- D. Consent Agenda:
 - Approval of Minutes
 - Approval of Treasurer's Report
 - Authorization for payment of the bills
- E. Items Removed from the Consent Agenda for discussion and vote:
- F. Old Business:
 - New hangar space requests/applications/updates
 - Plan to initiate the new terminal building (furnishings, equipment, move-in, grand opening ceremony, etc.)
 - Officer elections
 - Data processing equipment purchase approval
- G. New Business:
- H. Board Member Comments and Announcements
- I. Adjournment

Our Health Department is for EVERYONE!



20

**SPECIAL Board of Health Meeting Agenda
Monday, October 21, 2019
6:00pm**

- A. Call to Order
 - A.1 Moment of Silence
 - A.2 Pledge to the Flag of the United States of America
- B. Executive Session (Personnel)
- C. Adjournment

POSTED 10/01/2019

(21)

Elkins Road Public Service District
Board of Directors' Regular Meeting
September 3, 2019

The regular monthly meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Tuesday, September 3, 2019.

Chair, Carey Wagner, called the meeting to order at 5:30 p.m. and led the group in the Pledge of Allegiance.

Members Present were: Chair-Carey Wagner, Secretary-Larry Heater and Board Member-Sonny Matthews

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

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

Recognize that three (3) customers were present.

APPROVAL OF MINUTES

Minutes of August 6, 2019 Regular Monthly Meeting were presented for approval. Sonny Matthews moved to approve the minutes of the meetings as presented. Larry Heater seconded the motion. Motion carried

APPROVAL OF FINANCIAL REPORTS/BILLS TO DATE

Carey Wagner presented the Financial Report. Sonny Matthews made a motion to approve the financial report and pay the bills to date. Larry Heater seconded the motion. Motion carried

QUALITY WATER SERVICES, LLC

Alan and Stephanie Westfall dba Quality Water Services, LLC attended the monthly meeting to discuss entering into a contract with us for backup purposes in case our System Operator would need time off. After much discussion it was decided they would work up a contract and send it by email to be looked over by the Chair, Carey Wagner, prior to attending our next meeting in October. We thanked them for attending and look forward to working with them in the future.

WVCORP ANNUAL MEETING, SEPTEMBER 27, 2019

Carolyn Douglas presented the paperwork for the annual WVCORP meeting for review and approval to attend. It will be held on September 27, 2019 at 10:30 a.m. at the Best Western on Bridgeport Hill. Sonny Matthews made a motion for approval to attend. Larry Heater seconded. Motion carried

(22)

Elkins Road Public Service District
Board of Directors' Regular Meeting
September 3, 2019

PHASE III EXTENSION PROJECT

No invoices were presented by Region VII for payment.

Carey Wagner brought the Board members up to date on the next step to be taken with our Phase III Extension. Since it is imperative that we go to bid this year for our extension the following has become necessary. Sonny Matthews made a motion to proceed with condemning property for the Right of Easement for the following property owners:

John J. and Barbara G. Mayer, 50 Sand Fork Road, New Milton, WV 26411-6155 for a Permanent Easement and Temporary Construction Easement for their property on Messinger Way. (Parcel 4 of Tax Map 9D)

Carla D. Johnston, 8092 Old Elkins Road, Buckhannon, WV 26201-4954 for a Permanent Easement and Temporary Construction Easement for her property on Hawkins Road. (Parcel 24.1 of Tax Map 8J)

Diane Moss Warner Card, 5 S. Primrose Lane, Ocean View, DE 19970-9205 for a Permanent Easement and Temporary Construction Easement for her property on Hawkins Road. (Parcel 24 of Tax Map 8J)

Moss Family LLC in care of Diane Card, 5 S. Primrose Lane, Ocean View, DE 19970-9205 for a Permanent Easement and Temporary Construction Easements for the property on Hawkins Road. (Parcel 17 of Tax Map 8J)

Moss Family LLC in care of Diane Card, 5 S. Primrose Lane, Ocean view, DE 19970-9205 for a Permanent Easement and Temporary Construction Easements for the property on Burnt Bridge Road. (Parcel 37 of Tax Map 8L)

Seconded by Larry Heater. Motion carried

MAINTENANCE

Dave Wamsley, System Operator, discussed the August Maintenance Report which he had prepared for the meeting. Dave explained to the Board that the meter reading for August went well considering he had only accompanied our previous reader a few times. All meters were located but three, these too have now been located. Unaccounted for water loss continues to be a problem we must stay after on a daily basis in order to bring our daily usage down. Fall/winter prep was discussed briefly and when to start.

(23)

Elkins Road Public Service District
Board of Directors' Regular Meeting
September 3, 2019

PERSONNEL

Sonny Matthews made a motion to enter into Executive Session at 6:45 p.m. under WV Code 6-9A-4. Larry Heater seconded. Motion carried. Carey Wagner made a motion to come out of Executive Session at 6:59 p.m. Seconded by Sonny Matthews. Motion carried. No decisions were made during the executive session. A pay increase was given and approved by the Board for Carolyn Douglas.

There being no further business, the meeting adjourned on motion made by Sonny Matthews and seconded by Larry Heater. Meeting adjourned at 7:01 p.m.

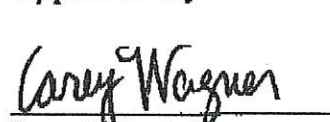
The next regular monthly meeting will be held on Tuesday, October 1, 2019 at 5:30 p.m.

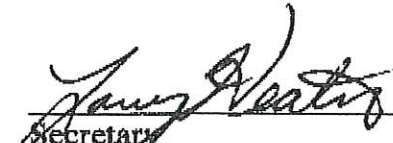
Respectfully submitted:

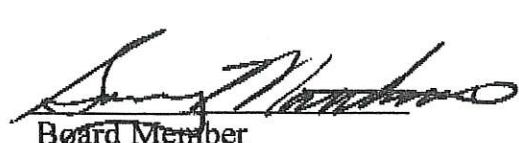
ERPSD Board of Directors Secretary, Larry J Heater//CD

Attachments: Agenda
Sign In Sheet
Copy of Financial Report

Approved By:


Board Chair/Treasurer
Carey Wagner


Secretary
Larry Heater


Board Member
Sonny Matthews

Note: Recorded Meeting

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!!!! ☺)

(25)






[illegible]

(26)

OCT-04-2019 01:04 PM ELKINSROADPSD

3044722028

P. 07/08

For the period from September 1 to September30, 2019							
Page 2							
Date	Check #	Payee	Pay Today	Deposit	9/10/2019	9/17/2019	9/24/2019
9/3/2019	15332	Carey Wagner	\$686.00				
9/3/2019	15333	WV CoRP	\$4,503.25				
9/3/2019		WV Municipal Bond Comm. EFT	\$3,290.00				
9/3/2019		WV Municipal Bond Comm. EFT	\$4,369.89				
9/3/2019	15334	US Postmaster/Billing					
		Payroll			\$2,600.00		\$2,600.00
		Nora L Wilson					
		Carolyn S Douglas					
		David M Wamsley					
		Total	\$34,828.57	\$18,000.00	\$2,600.00	\$2,295.00	\$17,619.37
Grand total for month:							\$0.00
\$57,342.94							
Note: MonPower Auto Deducts average per month is approximately:			\$2,000.00				
				Approval of Payment			
R & R Account # 4712	\$	1,000.00	\$3,793.50	A/P Clerk			
A & T Account # 4712.2	\$	565.00	\$0.00	Bd Memb 1			
79 Bond R & R # 4704	\$	100.00	\$4,080.78	Bd Memb 2			
98 Bond R & R # 4720	\$	773.00	\$15,791.69	Bd Memb 3			
				Date			

(27)

OCT-04-2019 01:05 PM ELKINSROADPSD

3044722028

P. 08/08

ELKINS ROAD PSD 2 - CHECK REGISTER							
For the period from September 1, to September 30, 2019							
Date	Check #	Payee	Pay Today	Deposit	9/10/2019	9/17/2019	9/24/2019
9/3/2019	1046	Elkins Road PSD #131		\$18,000.00			
9/9/2019	1047	Elkins Road PSD #131					
9/3/2019		WV Consolidated Public Retire. EFT	\$1,432.33				
9/3/2019		Chase - 941 Deposit EFT	\$2,361.36				
9/3/2019		WV State Tax Dept. EFT	\$449.00				
9/3/2019	15314	Atlas Group LLC	\$8,865.50				
		City of Buckhannon					\$12,754.37
9/3/2019	15315	City of Buckhannon	\$31.13				
9/3/2019	15318	C I Thornburg Co	\$1,549.50				
9/3/2019	15317	Core & Main	\$2,882.52				
9/3/2019	15318	Clarksburg Water Board	\$69.00				
		ERPSD-4712 (R&R)					\$700.00
		ERPSD-4704 (R&R)					\$100.00
		ERPSD-4720 (R&R 98 BOND)					\$900.00
		ERPSD-4712.2 (A&T)					\$565.00
9/3/2019	15319	Ford Motor Credit	\$582.16				
9/3/2019	15320	Frontier	\$249.01				
9/3/2019	15321	Larry J. Heater	\$125.00				
9/3/2019	15322	HREA	\$236.60				
9/3/2019	15323	Sonny Matthews	\$233.46				
9/3/2019	15324	Monpower	\$481.85				
9/3/2019	15325	Mountain State Pest Guard	\$28.75				
9/3/2019	15326	Quill	\$130.95				
9/3/2019	15327	Randall Osburn	\$1,000.00				
9/3/2019	15328	Randall Osburn	\$581.74				
		Rite Way Plumbing & Heating					
		Rural Development				\$2,295.00	
9/3/2019	15329	Triple L Mart	\$331.94				
9/3/2019	15330	USA Bluebook	\$290.33				
9/3/2019	15331	US Cellular	\$67.30				