

## Upshur County Commission Meeting Agenda

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Location of Meeting: Upshur County Courthouse Annex  
Date of Meeting: August 1, 2019

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance  
Approval of Minutes:  
• July 25, 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) Page 5-6

1:30 p.m. Wrecker Services Meeting –Discuss Procedures to Dispatch Wrecker Services

### Items for Discussion / Action / Approval:

1. Correspondence from Michelle Vass, Controller, enclosing Depository Bonds of First Community Bank for the period July 1, 2019 through June 30, 2020 for deposits in the name of the Sheriff of Upshur County. Approval of all the terms in full contained within the letter of credit from First Community Bank for the period of July 1, 2019 through June 30, 2020 in the amount of nine million dollars and accepting the letter of credit in lieu of bonds as presented.\* Page 7-10
2. Correspondence from Jamie Pugh, Chief of the Ellamore Volunteer Fire Department, requesting use of the Buckhannon-Upshur Recreational Park Pool on August 9<sup>th</sup> from 8:30 p.m. to 10:30 p.m. free of charge for all first responders and their families.\* Page 11
3. Approval and signature of a Proposal for Financing provided by Country Roads Leasing, LLC and Resolution Authorizing the Execution and Delivery of a Master Lease Equipment Lease-Purchase Agreement, and Related Instruments, and Determining Other Matters in Connection Therewith. The tax-exempt lease-purchase financing for the acquisition of a 2019 Dodge Charger, a 2020 Ford Utility Vehicle and a 2019 Dodge Ram 1500 Truck will cost one thousand nine hundred fifteen dollars and fifteen cents (\$1,915.15) per month over a period of four years resulting in a total acquisition cost of eighty two thousand four hundred thirty one dollars (\$82,431).\* Page 12-13
4. Review and signature of Change Order #2 for the Upshur County Youth Camp Brownfields Project. This Change Order reflects costs associated with soil cap improvements in response to small tar globules wicking to the surface from soils used for the cap, as well as improving soil cap conditions in barren areas. Additional costs of twelve thousand five hundred eighty three dollars and fifty cents (\$12,583.50) are being requested and this includes contracting the services of Envirocheck of Virginia, Inc. These funds are being provided through a U.S. Environmental Protection Agency Brownfields Cleanup grant.\* Page 14-17
5. Approval of revised Application for Employment.\* Page 18-22
6. Review and approval of an Internal Purchasing Policy for Department Supervisors that report to the Upshur County Commission.\* Page 23-25

7. Correspondence from Sandra Bowman, E-911 telecommunicator, announcing her resignation effective August 9, 2019.\*  
*Item may lead to Executive Session per WV Code §6-9A-4*  
Under separate cover
8. Approval of Application for Donated Leave and the granting of leave under the Family and Medical Leave Act.\*  
*Item may lead to Executive Session per WV Code §6-9A-4*  
Under separate cover
9. 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. Executed Commitment between the Upshur County Sheriff's Department and the Upshur County Board of Education to Implement D.A.R.E.  
Page 26
2. WV Ethics Commission training opportunity – Tuesday, August 20<sup>th</sup> beginning at 1:00 p.m. at the Harrison County Parks & Recreation Center  
Page 27
3. Correspondence from John B. McCuskey, WV State Auditor, announcing this year's In-Service Training Seminar to be held on August 25<sup>th</sup> and 26<sup>th</sup> at the Days Hotel and Conference Center in Flatwoods, WV. According to WV Code §7-7-2, each official and, at his or her option, one or more of his or her employees shall participate in the program established by the State Auditor.  
Page 28
4. Upshur County Notice of Auction of Delinquent and Nonentered Lands. Auction will take place August 27, 2019  
Page 29-38
5. Correspondence from John B. McCuskey, WV State Auditor, enclosing the report on applying agreed-upon procedures of the Upshur County Magistrate Court for the period ending December 31, 2018. Report is available for public review in the Upshur County Commission Office.  
Under separate cover
6. Upshur County Mileage Reports – June 2019  
Page 39-48
  - Upshur 911
  - Maintenance
  - Emergency Management
  - Sheriff
  - Addressing and Mapping
  - Community Corrections
  - Dog Pound
7. Public Notices:
  - a. Newsletters and/or Event Notifications:



- Roundtable Discussion regarding major health challenges facing Upshur County facilitated by the WVU School of Public Health – August 8<sup>th</sup> from 9 a.m. to 11 a.m. in the Green Room at the 88 Restaurant & Lounge Page 49

b. Agendas and/or Notice of Meetings:

- James W. Curry Library/Park Advisory Board July 24, 2019 Page 50
- City Council of Buckhannon August 1, 2019 Page 51
- Upshur County Solid Waste Authority August 12, 2019 Page 52

c. Meeting Minutes:

- Adrian PSD June 13, 2019 Page 53
- James W. Curry Library/Park Advisory Board June 26, 2019 Page 54-55

d. Meetings:

- 08/06/19 5:30 p.m. Elkins Road PSD
- 08/06/19 4:00 p.m. Hodgesville PSD
- 08/01/19 7:00 p.m. Banks District VFD
- 08/01/19 7:00 p.m. Selbyville VFD
- 08/12/19 12:00 p.m. Upshur County Family Resource Network
- 08/12/19 4:30 p.m. Upshur County Solid Waste Authority
- 08/12/19 5:30 p.m. Buckhannon-Upshur Recreational Park Advisory Board
- 08/05/19 6:00 p.m. Lewis-Upshur Community Corrections Board-Lewis County
- 08/13/19 7:30 p.m. Adrian VFD
- 09/05/19 6:00 p.m. Buckhannon-Upshur Board of Health
- 08/15/19 7:00 a.m. Upshur County Development Authority – Full Board
- 08/21/19 7:00 a.m. Upshur County Development Authority – Annual Meeting
- 08/14/19 12:00 p.m. Upshur County Senior Center Board
- 08/08/19 3:00 p.m. Upshur County Conventions & Visitors Bureau
- 08/21/19 6:00 p.m. Upshur County Citizens Corp – CERT
- 08/14/19 7:00 p.m. Warren District VFD
- 08/08/19 10:00 a.m. Adrian PSD
- 08/14/19 3:00 p.m. Tennerton PSD
- 08/08/19 4:00 p.m. Upshur County Safe Sites & Structures Enforcement Board
- 08/08/19 7:30 p.m. Buckhannon VFD
- 08/08/19 4:00 p.m. Buckhannon Upshur Airport Authority
- 08/15/19 6:30 p.m. Upshur County Youth Camp Board
- 08/18/19 6:00 p.m. Washington District VFD
- 08/19/19 12:00 p.m. Buckhannon-Upshur Chamber of Commerce
- 08/21/19 4:00 p.m. Upshur County Public Library Board
- 08/20/19 10:00 a.m. Wes-Mon-Ty Resource Conservation & Development Council
- 08/20/19 6:30 p.m. Upshur County Fire Board, Inc.
- 08/27/19 5:00 p.m. UC Enhanced Emergency Telephone Advisory Board
- 08/14/19 7:00 p.m. Ellamore VFD
- 08/21/19 12:00 p.m. Lewis Upshur LEPC --- Upshur location
- 08/15/19 2:00 p.m. Upshur County Farmland Protection Board
- 08/28/19 10:00 a.m. James W. Curry Advisory Board
- 07/29/19 6:00 p.m. Upshur County Fire Fighters Association
- 08/14/19 6:00 p.m. Buckhannon River Watershed Association - WVWC

- 08/26/19 10:00 a.m. Mountain CAP of WV, Inc., a CDC
- 09/13/19 11:00 a.m. Region VI Local Elected Officials

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8. Appointments Needed or Upcoming:

- a. Buckhannon-Upshur Parks and Recreation Advisory Board (7/1/19 – 6/30/2021 City Rep.)
- b. 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)

Next Regular Meeting of the Upshur County Commission  
August 15, 2019 --- 9:00 a.m.  
Upshur County Courthouse Annex

**\*\*The regularly scheduled Commission Meeting on August 8, 2019 is CANCELLED \*\***



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IN THE COUNTY COMMISSION OF  
UPSHUR COUNTY, WEST VIRGINIA

ORDER GRANTING REQUEST FOR HEARING

The County Commission of Upshur County, West Virginia ("Upshur County Commission") hereby finds and declares as follows:

1. The Upshur County Safe Structures and Sites Ordinance ("Safe Structures Ordinance") provides a mechanism for the Upshur County Commission, in connection with the Enforcement Agency, to take certain action with respect to qualifying property within the Upshur County corporate limits;

2. Such action includes but is not limited to requiring the repair, alteration, improvement, vacating, closing, removal or demolition of dwellings or other buildings, or any combination thereof, unfit for human habitation due to dilapidation, defects increasing the hazard of fire, accidents or other calamities, lack of ventilation, light or sanitary facilities or other conditions prevailing in any dwelling or building, whether used for human habitation or not, which would cause such dwellings or other buildings to be unsafe, unsanitary, dangerous or detrimental to the public safety or welfare, whether the result of natural or manmade force or effect, exclusive of buildings utilized for farm purposes on land actually being used for farming;

3. Pursuant to the Safe Structures Ordinance, the following property owner or person(s) responsible for the property listed below was served with the Enforcement Agency's petition on June 26, 2019.

Troy and Bertha Humphrey  
51 Hesper Road  
Buckhannon, WV 26201

4. Pursuant to Section 4.2 of the Safe Structures Ordinance, property owner(s) or person(s) responsible for the subject property were required to respond to the Enforcement Agency's petition within twenty (20) days of service to request a hearing before the Upshur County Commission. Therefore, the property owner(s) or person(s) responsible for the property had to make a request for hearing on or before July 16, 2019 in order for such a request to have been timely made; and

5. The property owner(s) or person(s) responsible for the property responded to the Enforcement Agency's petition on July 15, 2019. Because the property owner or person(s) responsible for the property responded to the Enforcement Agency's petition within twenty (20) days of service and requested a hearing, such request for hearing is therefore deemed timely.

**WHEREFORE**, it is hereby **ORDERED** that a hearing on the Enforcement Agency's petition shall be held on the 1<sup>st</sup> day of August, 2019 at 9:05 a.m. in the Upshur County Commission Meeting Room, 38 West Main Street, Room 301, Buckhannon, WV 26201. It is further **ORDERED** that the Clerk of the Upshur County Commission shall mail attested copies of this order to the property owner(s) or person(s) responsible for the property.

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The motion in favor of the foregoing Order was made by Commissioner Kristie G. Tenney, seconded by Commissioner Samuel R. Nolte, and unanimously adopted.

WHEREUPON, Samuel R. Nolte, President, declared said Order duly adopted; and it is therefore **ADJUDGED, ORDERED** and **DECREED** that this Order be, and the same is hereby adopted this 18<sup>th</sup> day of July 2019.

Samuel R. Nolte  
Samuel R. Nolte, President

Kristie G. Tenney  
Kristie G. Tenney, Commissioner

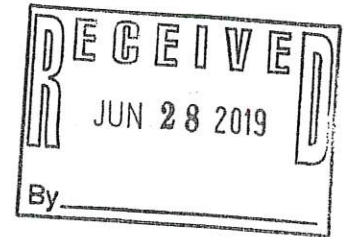
- Not Present -  
Terry B. Cutright, Commissioner



ATTEST:

Carol J. Smith  
Carol J. Smith, County Clerk

Upshur County  
Carol J Smith, Clerk  
Instrument 20190004007  
07/19/2019 @ 12:19:42 PM  
MISCELLANEOUS RECORDING  
Book 12 @ Page 573  
Pages Recorded 2



June 24, 2019

Sheriff of Upshur County  
38 W. Main Street  
Buckhannon, WV 26201

Dear Sirs:

Enclosed please find original County Depository Bonds of First Community Bank for the period July 1, 2019 through June 30, 2020 for deposits in the name of the Sheriff of Upshur County.

Please return either executed Minutes or an official Resolution from a meeting of the Board which clearly indicates that the Board has considered the terms of the bond, including but not limited to the period, the sum, and the Bank's option to secure by either bond or letter of credit; has approved all of the terms in full; and wishes to accept the Bond as presented. In lieu of said Minutes or Resolution, you may return a Certificate of Secretary signed by the Secretary of the Board.

Such Resolution or Certificate should be returned to me in the enclosed postage prepaid envelope.

If you have any questions, please feel free to give me a call at (304) 323-6366.

Sincerely,

Michelle Vass  
Controller



COUNTY DEPOSITORY BOND  
OF  
FIRST COMMUNITY BANK  
BLUEFIELD, VIRGINIA  
TO  
UPSHUR COUNTY COMMISSION  
(Sheriff of Upshur County)

KNOW ALL MEN BY THESE PRESENTS: That, FIRST COMMUNITY BANK, duly incorporated and organized under the laws of the State of Virginia, with its chief office and place of business in the Town of Bluefield, Tazewell County, Virginia, is held and bound unto the Upshur County Commission, in full and just sum of Nine Million Dollars (\$9,000,000.00) to the payment whereof well and truly to be made said FIRST COMMUNITY BANK binds itself, its successors and assigns firmly by these presents:

This bond shall be effective as of the first day of July, 2019 and shall expire on June 30, 2020.

IN TESTIMONY WHEREOF, said FIRST COMMUNITY BANK has caused its name to be signed thereto by Michelle L Vass, Controller, thereunto authorized and its corporate seal to be hereto affixed on this 24th day of June, 2019.

The conditions of the foregoing obligations are such that.

WHEREAS, the County Commission of Upshur County, West Virginia, in pursuance of its authority, as provided by law, has designated the said FIRST COMMUNITY BANK as depository of public monies, to serve as such for one year; and

WHEREAS, the FIRST COMMUNITY BANK, as such depository of public monies, in lieu of giving a bond with personal or corporate security thereon, desires to provide a letter of credit for the benefit of the County Commission of Upshur County, issued by and from FHLB of Atlanta bearing a face amount of Nine Million Dollars (\$9,000,000.00) as provided in Section 2, Article 6, Chapter 7 of the Official Code of West Virginia; and

WHEREAS, the County Commission of Upshur County has approved the aforesaid letter of credit in lieu of bonds with the personal or corporate security, as provided by law, and by order duly entered of record has accepted said letter of credit for the benefit of the County Commission of Upshur County, to protect and indemnify any and all loss in case of default on the part of the said FIRST COMMUNITY BANK as such depository of public monies, and so long as the said FIRST COMMUNITY BANK is not in default as such depository of public monies shall continue to maintain said letter of credit until released by the order of record of said County Commission upon full and faithful accounting and payment by the FIRST COMMUNITY BANK of all monies deposited with it or coming into its custody as such County Depository.

NOW, THEREFORE, if the said FIRST COMMUNITY BANK a corporation, during the term for which it has been designated by the County Commission of Upshur County, West Virginia, as a depository of public monies, and until the bonds of its successor or successors, is accepted by the County Commission, shall receive, safely keep and pay over, as required by law, all monies which may be deposited in or come under the custody of it, the said FIRST COMMUNITY BANK as such county depository of public monies, shall faithfully perform all the duties imposed by said Article 6, Chapter 7,

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of the Official Code of West Virginia, 1931, as amended, upon it as a depository of public monies, then this obligation to be null and void, and the aforesaid letter of credit, to be released by order of the County Commission of Upshur County, West Virginia; otherwise, this obligation to remain in full force and effect and the aforesaid letter of credit, as aforesaid, to protect and indemnify against the loss by reason of default of the FIRST COMMUNITY BANK in its capacity as depository of public monies.

FIRST COMMUNITY BANK

By: Michelle L. Vass  
Controller

(SEAL)

STATE OF VIRGINIA

COUNTY OF TAZEWELL, to-wit:

I, the undersigned Notary Public, within and for the said County and State do certify that Michelle L Vass, who signed the writing annexed hereto on behalf of FIRST COMMUNITY BANK, bearing date the 24th day of June, 2019, has this day and in my said County and State, before me, acknowledged the same to be the act and deed of said Corporation.

My commission expires: 06/30/2020

Given under my hand this 24th day of June, 2019.

Jessica P. Moretto-Rose  
Notary Public



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**UPSHUR COUNTY**  
**OFFICE OF THE PROSECUTING ATTORNEY**  
J.D. JENNINGS ANNEX, ROOM 202  
38 W. MAIN ST.  
BUCKHANNON, WV 26201

Phone: (304) 472-9699

FAX: (304) 472-1452

**DAVID E. GODWIN**  
Prosecuting Attorney

**KELLEY J. CUNNINGHAM**  
Assistant Prosecuting Attorney  
**STEPHANIE MILLIRON**  
Assistant Prosecuting Attorney  
**KRISTA PYLES**  
Victim Advocate

**ROBERTA SAMPLES**  
Legal Assistant  
**LINDA TOLER**  
Legal Assistant  
**MADISON F. CLEM**  
Administrative Assistant

July 24, 2019

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

RE: First Community Bank's County Depository Bond

Dear Commissioners:

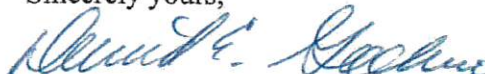
Ms. Wallace forwarded to me for my review the *County Depository Bond of First Community Bank Bluefield, Virginia to Upshur County Commission* which was submitted by Michelle Vass, Controller for First Community Bank.

I have reviewed the relevant statutes and the bond documents. The second whereas clause states that First Community Bank "in lieu of giving bond with personal or corporate security thereon, desires to provide a letter of credit for the benefit of the County Commission of Upshur County, issued by and from FHLB of Atlanta . . . "

Under WV Code 7-6-2, a letter of credit from a Federal Home Loan Bank is a permissible substitute for a surety bond. Ms. Vass has also provided to me a copy of the letter of credit of the Federal Home Loan Bank of Atlanta evidencing that the Federal Home Loan Bank of Atlanta is bound to the obligation of being held financially responsible for any default by First Community Bank in its performance of its obligations as a county depository for Upshur County. It is the same letter of credit used in past years but has been amended to extend the expiration date to 2021.

I am of the opinion that the bond documents from First Community Bank are in due and legal form and in conformity with the provisions of Article 6 of Chapter 7.

Sincerely yours,



David E. Godwin



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July 23, 2019

Dear Commissioners:

I will like to have this letter of request placed on the agenda. I am requesting that the Commissioners would generously donate the pool for all first responders and their families on August 9, 2019 from 8:30 to 10:30 pm.

Thank you for your time and consideration on this matter.

Sincerely,

Jamie Pugh

Chief at EVFD



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## PROPOSAL FOR FINANCING

DATE: July 26, 2019

Country Roads Leasing, LLC is pleased to present the following tax-exempt lease-purchase financing to the Upshur County Commission for the acquisition of:

One (1) 2019 Dodge Charger, One (1) 2020 Ford Utility Vehicle and One (1) 2019 Dodge Ram 1500 Truck

ACQUISITION COST: \$82,431.00

TERM: 4 Years

PAYMENT MODE:

✓ Monthly

✓ Arrears

INTEREST RATE: 3.95 %

PAYMENT: \$1,915.15

The above quotation is subject to credit review, approval and execution of mutually acceptable documentation, including legal counsel's opinion that the purchase is legal, binding and qualified as a tax-exempt debt, if necessary. *All additional costs relating to the completion and recordation of this transaction are included in the above quoted payment.*

This quotation does not obligate COUNTRY ROADS LEASING, LLC or any of its funding sources, until all requirements and obligations have been met. In order to process this quote on a timely basis, three (3) years audited financial statements; current budget and a completed lease application must be submitted. No funding will be released until compliance. The above quoted rate is valid for a period of twenty (20) days from the day hereof, thereafter said rate may be subject to change.

QUOTED BY:

Jeffrey W Smell  
Jeffrey Smell

ACCEPTED BY:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\*\*Costs related to the completion and recordation of this transaction are subject to a minimum three percent (3%) service fee that is rolled into the lease proceeds.

**RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF A  
MASTER EQUIPMENT LEASE-PURCHASE AGREEMENT, AND RELATED  
INSTRUMENTS, AND DETERMINING OTHER MATTERS IN CONNECTION  
THEREWITH.**

(13)

**WHEREAS**, the members of the Upshur County Commission ("Lessee") have determined that a true and very real need exists for the equipment (the "Equipment") described in the Master Equipment Lease-Purchase Agreement (the "Agreement") presented to this meeting; and

**WHEREAS**, Lessee has taken the necessary steps, including those relating to any applicable legal bidding requirements, to arrange for the acquisition of the Equipment, and

**WHEREAS**, Lessee proposes to enter into the Agreement substantially in the form presented in this meeting:

**NOW, THEREFORE**, BE IT RESOLVED BY THE GOVERNING BODY OF LESSEE AS FOLLOWS:

Section 1. BEST INTERESTS OF LESSEE. It is hereby found and determined that the terms of the Agreement in the form presented to this meeting and incorporated in this resolution are in the best interests of Lessee for the acquisition of the Equipment.

Section 2. AUTHORIZATION. The Agreement is hereby approved. The President or County Clerk of the Lessee and other officers of Lessee who shall have power to execute contracts on behalf of Lessee be, and each of them hereby is, authorized to execute, acknowledge and deliver the Agreement with any changes, insertions and omissions therein as may be approved by the officer(s) who execute the Agreement, such approval to be conclusively evidenced by such execution and delivery of the Agreement. The President or County Clerk of the Lessee and any other officers of Lessee who shall have power to do so be, and each of them hereby is, authorized to affix the official seal of Lessee to the Agreement and attest the same.

Section 3. EXECUTION OF DOCUMENTS. The proper officer(s) of Lessee be, and each of them hereby is, authorized and directed to execute and deliver any and all papers, instruments, opinions, certificates, affidavits and other documents and to do or cause to be done any and all other acts and things necessary or proper for carrying out this resolution and the Agreement.

Section 4. DESIGNATION AS QUALIFIED TAX-EXEMPT OBLIGATION. Lessee hereby designates the Agreement as a "qualified tax-exempt obligation" within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986 as amended.

Section 5. EFFECTIVE DATE. This Resolution shall take effect immediately

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

\_\_\_\_\_  
Terry B. Cutright  
Commissioner

\_\_\_\_\_  
Samuel R. Nolte  
President

\_\_\_\_\_  
Kristie G. Tenney  
Commissioner

Attest:

\_\_\_\_\_  
Carol J. Smith, Clerk of the County Commission





# ENVIRONMENTAL STANDARDS

Setting the Standards for Innovative Environmental Solutions

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July 22, 2019

Ms. Carrie Wallace  
County Administrator  
Upshur County Commission  
91 West Main Street, Suite 101  
Buckhannon, WV 26201

Subject: Change Order Request No. 2  
Voluntary Remediation Program Services  
Upshur County Youth Camp Tar Pit Site, Brownfields Cleanup  
Selbyville, WV  
Environmental Standards Project Number: 20188447

Dear Ms. Wallace:

Environmental Standards, Inc.'s (Environmental Standards') is requesting a change order to cover costs associated with soil cap improvements, at the Upshur County Youth Camp Tar Pit property located in Selbyville, Upshur County, West Virginia. These services are in response to small tar globules wicking to the surface from soil cap soils, as well as improving soil cap conditions in barren areas. It is important to note these conditions do not present an excess health risk but are designed to improve the appearance and usability of the ground surface.

A summary of the additional services is presented below using the tasks outlined by the West Virginia Department of Environmental Protection (WVDEP). These tasks were agreed upon by the WVDEP, the Commission, Environmental Standards, and the Northern West Virginia Brownfields Assistance Center (BAC) on July 11, 2019. As background, please refer to the Project Update provided by Environmental Standards on the same date (July 11, 2019) attached to this change order:

### **Task 3. Remedial Action Work Plan Addendum No. 2**

**RAWP Addendum:** Environmental Standards will draft and submit a RAWP Addendum Number 2 to the WVDEP within two weeks of authorization. RAWP Addendum Number One, submitted and invoiced previously, outlined the requested use of newly adopted recreational risk-based standards, which allowed the UCC to use on-site soil for capping of the Site. It also eliminated much of the human health exposure concern at the Site. The RAWP Addendum Number One was approved by the WVDEP on April 25, 2019.

RAWP Addendum Number 2 will be a cover letter explaining the current soil cap conditions and what improvements are planned. The Soil Management Plan (SMP), already written and invoiced, will be attached to the cover letter. The SMP dictates the corrective action to be taken when tar appears at the ground surface.

**Additional cost for the RAWP Addendum: \$816.00**



**Task 6 (New). Soil Cap Improvements**

EnviroCheck of Virginia, Inc. (E2C) will be contracted by Environmental Standards to return to the site and complete soil cap improvements. E2C will remove all visible pine tar, including soils beneath if suspect for tar, add Portland cement, place in a predesignated low area of site, and cover as dictated in the WVDEP approved SMP. Areas that are barren (grass growth impeded by the addition of Portland cement) will have an approximate four-inch layer of clean topsoil added and reseeded. No overall change in site elevation is anticipated. Environmental Standards will provide direct oversight of the soil cap improvement activities performed by E2C. It is estimated the soil cap repairs will require two field days, plus travel.

Additional cost for soil cap improvements: \$10,543.50

**Task 5. Update to Remediation Completion Report**

At the completion of Task 6, Environmental Standards will update the previously submitted Remediation Completion Report (RCR) to the WVDEP. The update will include a summary and photographs of the completed soil cap improvements.

Additional cost for the RCR update: \$1,224.00

In total, additional costs of \$12,583.50 are being requested. Environmental Standards respectfully requests a change order in the amount of \$12,583.50.

If you should have any questions or comments about this change order request, please feel free to contact me at (304) 552-1442 or (610) 935-5577, extension 406.

Respectfully,

Lydia M. Work, LRS  
Associate Principal Chemist



JULY 11, 2019

## PROJECT UPDATE: UPSHUR COUNTY YOUTH CAMP ARCHERY RANGE

### BROWNFIELDS GRANT

#### Status of Remediation Services

- April 25, 2019, WVDEP approved use of recreational use clean-up standards for the site. Based on these, the soil and tar do not present an excess risk to users of the Camp. But the tar required remediation for the Camp to use the site as desired.
- May 1, 2019. Contractor, E2C, completed the pine tar remediation, with oversight from Lydia Work, LRS, Environmental Standards. In specified areas, large amounts of pine tar were buried, Portland cement added to solidify, and on-site soils used to create a soil cap. Work dictated no elevation change in order to forgo flood plain permit. Area was hydro seeded. Some areas of cap retained surface water due to topography and abundance of rain.
- June 6, 2019, Environmental Standards submitted a Remediation Completion Report to the WVDEP.
- June 14, 2019. Contractor, E2C, returned to the site in response to pine tar globules appearing at surface. Portland cement was added to the surface in these areas.
- June 26, 2019. WVDEP visited site and reported pine tar was still visible and questioned if the soil cap had been breached.
- July 9-10, 2019. Lydia Work, LRS, Environmental Standards, returned to site to investigate the observed tar and the soil cap's current condition. Weather was very hot and sunny; observations are summarized below:



- Majority of site was grass covered (Photo 1).
- Standing water still present on the site in a few small areas (Photo 2).
- Pine tar was observed at the surface, predominantly in the soil cap areas. Most were very small, ranging in size from silver dollar to tea plate (Photo 3). Largest was approximately 4' x 1.5' (Photo 4).
- Areas where grass was absent seemed to correspond with locations that Portland cement was added and/or there was standing water. Cement would presumably change the soil pH, making conditions difficult for plant growth.
- Pine tar odors greatly reduced since previous visits, except near areas where tar was visible.
- Lydia Work, with shovel, dug up the largest pine tar globule, confirming the soil cap had not been breached. The source of the pine tar was impacted site soils used in the cap (Photo 5). In April/May, the pine tar was not visible in the clay soils, but with heat and sun, the pine tar has become free flowing, appearing at the surface.
- Lydia Work, in order to improve odors and hinder additional pine tar flows, added Portland cement to all visible tar globules on the site. A few of the larger pine tar globules were dug up or skimmed from the surface, solidified, and placed in a low area on the site.

### **Recommendations**

- E2C and Environmental Standards return to the site, remove all visible pine tar globules, including soils beneath if suspect for tar, add Portland cement if still needed after July 10<sup>th</sup> treatment, place in low area of site (southwest corner is low and out of the way), and cover as dictated in the WVDEP approved Soil Management Plan.
- Areas that are waterlogged and impacted by the addition of Portland cement should have a layer of clean topsoil added and reseeded. No change in elevation anticipated.

### **Upcoming tasks**

- Additional remediation as approved by the WVDEP.
- Update Remediation Completion Report (RCR) and submit to the WVDEP.
- WVDEP approve RCR and approve Land Use Covenant, already submitted.
- The Final Report and request for a Certificate of Completion has been drafted and submitted to the Commission for review. The Final Report will be updated once additional remediation is completed.

# County Commission of Upshur County, West Virginia

## Application For Employment

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PLEASE PRINT ALL  
INFORMATION  
EXCEPT SIGNATURE

Please mail completed application to:  
Office of the Upshur County Commission  
91 West Main Street, Suite 101, Buckhannon, West Virginia  
26201

### OFFICE USE ONLY:

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

Reviewed by: \_\_\_\_\_

PLEASE COMPLETE ALL PAGES

DATE \_\_\_\_\_

Name \_\_\_\_\_  
Last First Middle Other Names / Aliases Used

Present Address \_\_\_\_\_  
Number Street City State Zip

How Long At Current Address? ☐ less than 1 year ☐ 1 to 5 years ☐ more than 5 years

Contact Telephone Number: ( ) \_\_\_\_\_ Best Time To Contact You: \_\_\_\_\_

Are you under age 18? \_\_\_\_\_ If "YES", can you provide proof of your eligibility to work? \_\_\_\_YES \_\_\_\_NO

Are you currently authorized to work in the United States? \_\_\_\_YES \_\_\_\_NO. (Proof of eligibility will be required if hired.)

Position Applied For: \_\_\_\_\_  
Requested Wage or Salary: \_\_\_\_\_  
Times Available to Work: (please indicate)  
Sunday: \_\_\_\_\_ Monday: \_\_\_\_\_  
Tuesday: \_\_\_\_\_ Wednesday: \_\_\_\_\_  
Thursday: \_\_\_\_\_ Friday: \_\_\_\_\_  
Saturday: \_\_\_\_\_

How Many Hours Can You Work Weekly? \_\_\_\_\_

Employment Desired: ☐ FULL-TIME ONLY ☐ PART-TIME ONLY ☐ FULL- OR PART-TIME

When Are You Available To Start Work? \_\_\_\_\_

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION (Complete Address)	NUMBER OF YEARS COMPLETED	MAJOR & DEGREE
High School				
College				
Graduate / Other				

Have you ever been convicted of a crime which is substantially related to the functions or qualifications of the job for which you are applying? ☐ Yes ☐ No (A conviction record will not necessarily disqualify you from employment.)

If yes, explain number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, sentence(s) imposed and type(s) of rehabilitation. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PLEASE PRINT ALL  
INFORMATION REQUESTED  
EXCEPT SIGNATURE

PAGE TWO

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APPLICATION FOR EMPLOYMENT

Do you have a driver's license? ☐ Yes ☐ No

What is your means of transportation to work? \_\_\_\_\_

Driver's License #: \_\_\_\_\_ State of Issue \_\_\_\_\_ ☐ Operator ☐ Commercial (CDL) ☐ Chauffeur

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

Have you had any accidents during the past three years?

How many? \_\_\_\_\_

Have you had any moving violations during the past three years?

How Many? \_\_\_\_\_

Computer Skills

Typing ☐ Yes ☐ No \_\_\_\_\_ WPM

10-key ☐ Yes ☐ No

Word Processing ☐ Yes ☐ No \_\_\_\_\_ WPM

Personal ☐ Yes ☐ No PC ☐

Other \_\_\_\_\_

Computer ☐ Yes ☐ No Mac ☐

Skills \_\_\_\_\_

Please list two references other than relatives.

Name \_\_\_\_\_

Name \_\_\_\_\_

Position \_\_\_\_\_

Position \_\_\_\_\_

Company \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

Telephone ( ) \_\_\_\_\_

Telephone ( ) \_\_\_\_\_

Please use this space to elaborate on any background, experience or qualification that you believe should be considered in evaluating your application for employment. You may include hobbies, volunteer experience and any other activities you believe relevant. Please omit any information that would disclose your race, gender, age, marital status, ethnic origin, any disability, religious or political affiliations.



PLEASE PRINT ALL  
INFORMATION REQUESTED  
EXCEPT SIGNATURE

PAGE THREE

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APPLICATION FOR EMPLOYMENT

MILITARY

Have you ever been in the armed forces?

☐ Yes

☐ No

Are you now a member of the National Guard?

☐ Yes

☐ No

Specialty \_\_\_\_\_ Date Entered \_\_\_\_\_ Discharge Date \_\_\_\_\_

**Employment History** Please list your work experience for the **past seven years** beginning with your most recent job held.  
If you were self-employed, give firm name. **Attach additional sheets if necessary.**

Name of Employer	Name of Last Supervisor	Employment Dates	Pay or Salary
Address City, State, Zip Code Phone Number		From To	Start Final
	Your Last Job Title		
Reason for Leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this location.			

Name of Employer	Name of Last Supervisor	Employment Dates	Pay or Salary
Address City, State, Zip Code Phone Number		From To	Start Final
	Your Last Job Title		
Reason for Leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this location.			

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PLEASE PRINT ALL  
INFORMATION REQUESTED  
EXCEPT SIGNATURE

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APPLICATION FOR EMPLOYMENT

**Employment History** Please list your work experience for the **past seven years** beginning with your most recent job held. If you were self-employed, give firm name. **Attach additional sheets if necessary.**

Name of Employer	Name of Last Supervisor	Employment Dates	Pay or Salary
Address City, State, Zip Code Phone Number		From	Start
		To	Final
	Your Last Job Title		
Reason for Leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this location.			

Name of Employer	Name of Last Supervisor	Employment Dates	Pay or Salary
Address City, State, Zip Code Phone Number		From	Start
		To	Final
	Your last job title		
Reason for Leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this location.			

May we contact your present employer?

☐ Yes

☐ No

**DO NOT ANSWER THESE QUESTIONS UNLESS YOU HAVE RECEIVED A JOB DESCRIPTION OF THE POSITION THAT INFORMS YOU ABOUT THE REQUIREMENTS OF THE JOB FOR WHICH YOU ARE APPLYING.**

Are you capable of performing in a reasonable manner, with or without a reasonable accommodation, the essential functions of the job for which you have applied? \_\_\_\_ Yes \_\_\_\_ No

A review of the essential functions has been provided to me. \_\_\_\_ Yes \_\_\_\_ No



---

**PLEASE READ CAREFULLY**

---

**APPLICATION FORM WAIVER**

**As indication that you have read and understood each section, please provide your signature in the spaces provided below.**

I agree that:

Neither the acceptance of this application nor the subsequent entry into any type of employment relationship, either in the position applied for or any other position, and regardless of the contents of employee handbooks, personnel manuals, benefit plans, policy statements and the like as they may exist from time to time, or other County practices, shall serve to create an actual or implied contract of employment, or to confer any right to remain an employee of the County, or otherwise to change in any respect the employment-at-will relationship between it and the undersigned, and that relationship cannot be altered except by a written instrument approved by the Upshur County Commission with authorization for the President of the Upshur County Commission to affix their signature. The undersigned and County may end the employment relationship at any time, without specified notice or reason. If employed, I understand that the County may unilaterally change or revise their benefits, policies and procedures and such changes may include reduction in benefits.

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

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

I authorize investigation of all statements contained in my application. I understand that the misrepresentation or omission of facts called for is cause for dismissal at any time without any previous notice. I hereby give the County permission to contact schools, previous employers (unless otherwise indicated), references and others and do hereby release the County from any liability as a result of such contact.

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

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

I understand that, in connection with the routine processing of my employment application, the County may obtain information from a third party consumer reporting agency. This information may be obtained in the form of a "consumer report" and/or an "investigative consumer report" (commonly known as a "background report"). These reports may contain information regarding my criminal history, social security verification, motor vehicle records ("driving records"), credit history\*, verification of my education or employment history, drug screening or other background checks. This information may be obtained from private and public record sources, including, as appropriate: government agencies and courthouses and educational institutions. The reports may also include information about my character, general reputation, personal characteristics, mode of living, etc., which can involve personal interviews with individuals or companies that I have listed as a reference, former employer, etc. A more comprehensive background investigation may be required pursuant to state or federal law, contract agreement or for certain sensitive positions (such as those with significant financial responsibilities). (\*Please note that credit history will only be requested where such information is substantially related to the duties and responsibilities of the position for which you are applying.) Upon written request from me, the County will provide me with additional information concerning the nature and scope of any such report requested by it, as required by the Fair Credit Reporting Act. With regards to criminal convictions, I understand that such convictions, if any, will not necessarily disqualify my employment with the County.

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

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

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The County Commission of Upshur County, West Virginia, is an equal employment opportunity employer and adheres to a policy of making employment decisions without regard to actual or perceived race, color, religion, gender, sexual orientation, national origin, citizenship, age or disability. Opportunity for employment with Upshur County depends solely on your qualifications. Upshur County has established a drug free and tobacco free work environment.



**THE COMMISSION OF UPSHUR COUNTY, WEST VIRGINIA**  
**INTERNAL PURCHASING POLICY**

Pursuant to WV Code §7-1-11(a), the Upshur County Commission may make a purchase of commodities and printing of fifteen thousand dollars (\$15,000) or less in the open market; however, the purchase of or contract for commodities and printing over fifteen thousand dollars (\$15,000) shall be based on competitive bids, except in case of emergency. Per the authority vested by WV Code §7-1-11(b), the Upshur County Commission adopts the following policy regarding purchases:

1. Department Supervisors have authorization to make purchases up to \$500 without obtaining permission, if the expense is within their approved annual budget.
2. Department Supervisors must seek verbal authorization from the County Administrator prior to making purchases between \$500-\$1000. The County Administrator may only give authorization for purchases that are within the Department Supervisors annual budget.
3. Department Supervisors, or the County Administrator on their behalf, must present purchases in excess of \$1000, or any purchase in excess of the funds allocated to any expenditure line within their annual budget, to the Commission for consideration.
4. Purchasing cards are the preferred method of payment for all county purchases. If purchasing cards are not an acceptable form of payment, a request for payment must be submitted to the County Clerk's Office. Requests for payment shall include the Vendor name and address, amount of the payment request and budget line for the expenditure; an invoice and W9 must accompany requests for payment. Check processing may take up to 14 calendar days, or more in the event of a cancelled Commission Meeting.
5. Purchases using a purchasing card require the completion of a procurement log. Procurement logs must be signed by the purchaser and Department Supervisor and include original copies of the itemized invoice, credit card receipt and packing slip/proof of delivery. Each Department Supervisor is responsible for approving invoices prior to payment and is further responsible for confirming goods and/or services are actually received. Any purchase made without following proper procedures, authorization or adequate supporting documentation, may be subject to non-payment. Procurement logs are presented to the Commission for final approval on a bi-weekly basis and require a majority of Commission signatures for approval.
6. The Upshur County Commission hereby designates the County Clerk's Office to act on behalf of the Upshur County Commission in the issuance, assignment and management

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of purchasing cards. Department Supervisors may contact the Bookkeeper to make requests for additional users or cards within their office. Please refer to the **attached** Purchasing Card Policy for specific guidance for using procurement cards.

### PURCHASES EXCEEDING \$15,000.00

The purchase of, or contract for, commodities and printing over fifteen thousand dollars (\$15,000) must be based on competitive bids. Pursuant to WV Code §7-15-16, bids shall be sought by advertising as a Class II-0 legal advertisement in at least one local newspaper and sealed bids shall be opened in a scheduled meeting of the County Commission. The County Administrator or Assistant County Administrator will assist Department Supervisors in drafting and advertising Request for Proposals (RFPs). An Affidavit of Publication shall be kept on file for all purchases solicited through the advertisement of an RFP. The lowest bid meeting specification must be awarded the contract unless an exception is made due to extraordinary circumstances, such as failure to remit all required documentation. A Verbal Bid Quotation Summary form is **attached** for use and must be signed by a quorum of Commissioners. Department Supervisors, or their designee, are required to attend the Commission Meeting in which a contract or purchase in excess of fifteen thousand dollars (\$15,000.00) is being considered.

### CONTRACTS

Under WV Code, in order for the Upshur County Commission to enter into a multi-year contract, the following language must be included:

“Pursuant to W.Va. Code §11-8-26, the Commission reserves the right to terminate this contract within thirty (30) days of laying the levy for the aforementioned fiscal years if funds are not appropriated for the project. The Commission shall provide such notice of termination in writing to the Vendor”.

### CONSTRUCTION CONTRACTS

Pursuant to WV Code §5-22-1(c), the Upshur County Commission shall, except as provided in this section of code, solicit for competitive bids for every construction project exceeding \$25,000 in total cost. All bids submitted pursuant to Chapter 5 of this code shall include a bid bond or other surety as approved by the State of West Virginia or its subdivisions. Final payment will be held for construction contracts until a Certificate of Good Standing, **attached**, is received for the Vendor from the State Tax Department. Furthermore, the Upshur County

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Commission follows the requirements set forth in the WV Code §5-22-1, referred to as the West Virginia Fairness in Competitive Bidding Act.

#### EMERGENCY PURCHASES

All emergency purchases in excess of the purchasing limits listed above or in excess of any expenditure line within a Departments annual budget must be requested through the County Commission. The County Commissioners may be contacted via email, home phone or cellular phone. In the event of a declared emergency, purchases shall be made in accordance with the Upshur County Continuity of Operations Plan (COOP).

#### AVAILABILITY OF FUNDS

Any and all purchases are dependent upon whether or not sufficient funds are available within the budget appropriated by the County Commission. If necessary, Budget Revisions must be submitted and approved by the West Virginia State Auditor's Office prior to an expenditure being made in excess of appropriations within the annual budget.



**A COMMITMENT BETWEEN LAW ENFORCEMENT  
AND EDUCATION AGENCIES TO IMPLEMENT D.A.R.E.  
(DRUG ABUSE RESISTANCE EDUCATION)**



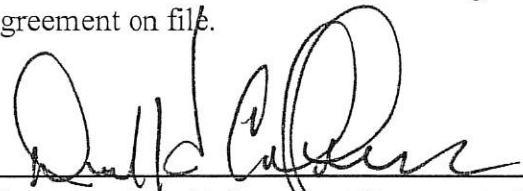
D.A.R.E. is a drug education prevention program developed by university researchers and taught by uniformed police officers.

The program has been highly successful. Its success is based upon the uniting of two of society's most influential entities: law enforcement and education. The success of the program requires that a mutual commitment be established between those agencies involved.

The signing of this agreement establishes the mutual commitment by police and school personnel to provide our children with the knowledge, attitudes and skills necessary to resist pressures to experiment with drugs, tobacco, and alcohol or participate in violent behavior or gang activity.

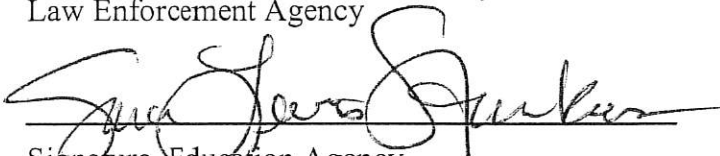
**THE AGREEMENT**

We, the undersigned, are committed to work together to provide the D.A.R.E. curricula to the children of our community. We have considered and agreed upon the issues we believe are important to establish a formal working relationship. The details of our agreement have been recorded. Both the law enforcement agency and the education agency have a copy of this agreement on file.

  
\_\_\_\_\_  
Signature, Law Enforcement Representative

7/23/2019  
Date

Upshear County Sheriff's Office  
\_\_\_\_\_  
Law Enforcement Agency

  
\_\_\_\_\_  
Signature, Education Agency

7-23-19  
Date

Upshear County Board of Education  
\_\_\_\_\_  
School/School District

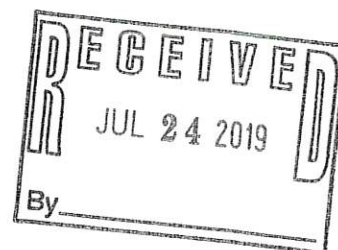
THIS FORM MUST BE COMPLETED AND SUBMITTED TO D.A.R.E. AMERICA BEFORE AN OFFER CAN BE ACCEPTED FOR TRAINING.

D.A.R.E. AMERICA  
P.O. BOX 512090  
LOS ANGELES, CA 90051-0090

TELEPHONE: 800-223-3273

FAX: 310-215-0180

E-MAIL: [webmaster@dare.org](mailto:webmaster@dare.org)



**WEST VIRGINIA ETHICS COMMISSION**  
210 BROOKS STREET, SUITE 300  
CHARLESTON WV 25301-1804  
(304) 558-0664 - FAX (304) 558-2169  
[ethics@wv.gov](mailto:ethics@wv.gov)

### **Ethics and Open Meetings Act training in Clarksburg**

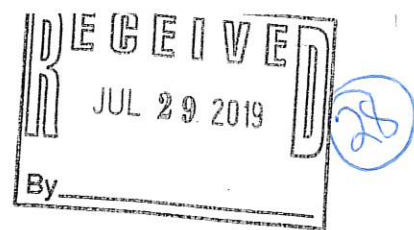
The Ethics Commission will present training on the Ethics Act and the Open Meetings Act on Tuesday, August 20 at 1:00 p.m. at the Harrison County Parks & Recreation Center at 43 Recreation Drive in Clarksburg,

Officials and employees of area counties and cities; members of county and city boards and commissions, and the public are invited to attend. The training will last approximately one hour and 15 minutes. Registration is not required.

The training is part of the Ethics Commission's efforts to educate governmental officials and employees of the requirements of the Ethics Act and the Open Meetings Act. Training sessions are being conducted around the state by the Commission. Sessions have been held in Parkersburg, Charles Town, Triadelphia and Beckley and a session is scheduled in Welch on July 25.

Information regarding the Ethics Act, the Open Meetings Act and the Ethics Commission may be obtained from the Commission's website at [www.ethics.wv.gov](http://www.ethics.wv.gov). For questions regarding the training, contact the Ethics Commission at (304)558-0664.





## State of West Virginia

**John B. McCuskey**

State Auditor

Office of the State Auditor  
Local Government Services  
153 West Main Street, Suite C  
Clarksburg, West Virginia 26301

Toll Free: (877) 982-9148  
Telephone: (304) 627-2415  
Fax: (304) 627-2417  
[www.wvsao.gov](http://www.wvsao.gov)

July 26, 2019

### TO: WEST VIRGINIA COUNTY COMMISSIONS

Under the provisions of W. Va. Code §7-7-2, the State Auditor is authorized and directed to establish in-service training programs for circuit clerks, county clerks, county commissioners, county sheriffs and their assistants and employees as, in his or her opinion, will do the most to modernize and improve the services of their respective offices. The county commission is authorized and directed to expend funds for the purpose of reimbursing such officials and employees for the actual amount expended by them for food, lodging and registration while in attendance at authorized training.

As previously announced, this year's In-Service Training Seminar for County Commissioners and Assistants has been scheduled for **August 25 – August 26, 2019**, at the Days Hotel and Conference Center in Flatwoods, West Virginia.

For your convenience, we have enclosed the current agenda and registration form which includes training and hotel information. The preferred method to register is at our website located at: <http://www.wvsao.gov/Meetings/Default.aspx>. The deadline to register for this training, as well as making a room reservation, is **August 15**. We have reserved a block of rooms at a special rate of \$91/night. *If you have already registered to attend the training either online or by mail, please disregard. This will avoid duplicate registrations and fees.*

Registered participants are welcome to stop by the conference center lobby and pick up their registration packet on **Sunday, August 25**, between **3:00 p.m. and 5:00 p.m.** and again on **Monday, August 26**, beginning at **7:45 a.m.** If you plan to join us for dinner on the evening of August 25<sup>th</sup>, please let us know ASAP!

Please remember that nominations for the Thelma J. Stone Memorial Achievement award(s) are due to us by 4 pm on Friday, **August 9, 2019**. If you would like to make a nomination for this award, please submit your letter of recommendation via email to [ora.ash@wvsao.gov](mailto:ora.ash@wvsao.gov).

My staff have prepared the agenda based on valuable feedback received from county commissioners. If you have any questions or suggestions regarding the training, please feel free to contact Ora Ash, Deputy State Auditor, Local Government Services, at 304-627-2415, extension 5114 or via email. I trust this training will be both interesting and beneficial to your counties.

Sincerely,

John B. McCuskey  
West Virginia State Auditor

Enclosures





# State of West Virginia

**John B. McCuskey**

**State Auditor and  
Commissioner of Delinquent  
and Nonentered Lands**

**Office of the State Auditor  
County Collections Division  
State Capitol, Building 1, Suite W-118  
1900 Kanawha Boulevard, East  
Charleston, West Virginia 25305**

**Toll Free: (888) 509-6568  
Telephone: (304) 558-2262  
Fax: (304) 558-4156  
[www.wvsao.gov](http://www.wvsao.gov)**

July 19, 2019

Honorable David Coffman  
Sheriff and Treasurer  
of Upshur County  
38 W Main Street  
Room 101  
Buckhannon, WV 26201

Re: Upshur County Notice of Auction of  
Delinquent and Nonentered Lands

Dear Sheriff Coffman:

Enclosed is the list of properties that will be offered for sale on August 27, 2019.

Should you have any knowledge that any of these properties should not be included in the Sale, please contact this office as soon as possible. The Auditor's Office does not wish to include any properties in the Sale that shouldn't be sold. Please note that properties who status indicate that they have been deeded, redeemed, dismissed, suspended, or suspended because of bankruptcy will not be offered for sale.

If you have any questions please feel free to contact me.

Sincerely yours,

Russell Rollyson  
Senior Deputy State Auditor  
County Collections Division

Encl(s)

cc: Honorable Carol Smith, County Clerk  
Honorable Brian Gaudet, Circuit Clerk  
Honorable Dustin Zickefoose, Assessor  
Honorable David Godwin , Prosecuting Attorney  
Honorable Terry B. Cutright , President of the Upshur County Commission

Upshur County  
Delinquent and Nonentered Land sale  
August 27, 2019

CERT NO	YEAR SOLD	NAME1	NAME2	DESCRIPTION	DISTRICT	Status
491089	1984	Rohrbaugh, William L.		1/2 Int Fs 1/2A Ten Mil	MEADE	
491091	1982	Stackpole, Oscar		Coal 2 Less PB & RS Seam	WARREN	
491094	1985	Carpenter, O. F.		Coal 2 Kanawha	BANKS	
491101	1985	Harrison, Michael L. & Tammy L.		FS 1/8A Adrian	MEADE	
491107	1985	Goodwin, Charles & Shreve, Frank		Coal 1 Ac Gum Run	UNION	
491109	1985	Queen, Jack & Mervie		COG 30 Sq Rods Middle Fork	UNION	
491114	1985	Bailey & Sons Builders Inc		Coal 4.61A Hickory Flat	WASHINGTON	
491128	1986	Hill, Richard G. & Anna M.		Sur .63A Finks Run O As	BUCKHANNON	
491147	1988	Everett, Anara J. Himes		Coal 1.04A French Creek (See Cheryl D. Woody for Sur)	BANKS	
491159	1990	Reppert, H. W.		Coal 6.8 Finks Run	BUCKHANNON	
491165	1990	Roda, Mary C.		RS Coal 11.25 (Corr James Larossa)	WARREN	
491179	1991	See, C. S.		FS Triangular Strip Lem Sur	UNION	
491187	1992	Evans, R. T.		Coal 2	WARREN	
491192	1993	Davis, Gary L. & Helen M.		1 Ac Coal Bkhn River	WARREN	
491235	1994	Nease, Sarah M.		Coal 34.32 Less Coal Below EL Seam Childress Run	UNION	
491255	1994	Wilson, H. P.		Coal 5 Turkey Run	WARREN	
491262	1994	Pick, Jeffrey		1/96 Int COG 1/2 Ac Hickory Flat	WASHINGTON	
491278	1995	Smith, Fernie ETAL		Coal 5 MS Run	BANKS	
491316	1996	Van Gilder, Earl		Coal 6 Bkhn River	BANKS	
491319	1996	Starkey, Clifton		Coal 3 Bull Run	MEADE	
491321	1996	F E W Inc		Coal 1.9 Hedgesville	WARREN	
491322	1996	F E W Inc		Coal 2 RS ( Ward Brake)	WARREN	
491324	1996	F E W Inc		Coal 1 RS (P V Hannah)	WARREN	
491325	1996	F E W Inc		Coal 2 RS (M J Kerr)	WARREN	
491326	1996	F E W Inc		Coal 2 RS (M J Marple)	WARREN	
491328	1996	F E W Inc		Coal 1 RS (F M Lawhorn)	WARREN	
491329	1996	F E W Inc		Coal 3 RS ( W F Carper)	WARREN	
491330	1996	F E W Inc		Coal 1 RS (Laco Queen)	WARREN	
491332	1996	F E W Inc		Coal 1 RS (A L Marple)	WARREN	
491335	1996	F E W Inc		Coal 1 RS (C W Reynolds)	WARREN	



CERT NO	YEAR SOLD	NAME1	NAME2	DESCRIPTION	DISTRICT	Status
491336	1996	F E W Inc		Coal 1/4 Ac (G W Gum)	WARREN	
491337	1996	F E W Inc		Coal 1.66 ( O L Casto)	WARREN	
491338	1996	F E W Inc		20' Strip Pecks Run	WARREN	
491339	1996	F E W Inc		Coal 3 -- 2 Less 0.39 Hodgesville	WARREN	
491340	1996	F E W Inc		Coal 20,000 Sq Ft Hodgesville	WARREN	
491344	1996	F E W Inc		Coal 0.8 Ac Pecks Run	WARREN	
491346	1996	Ward, Waymer K. & Barbara S.		Coal 4 1/2 Hackers Creek	WARREN	
491359	1997	Swisher Nettie M		Coal 6000 Sq Ft & 1/2 OG Pecks Run	WARREN	
491365	1998	Delauder, William B. & Pearl M.		Coal 2.41 Ac Hinkle Run	WARREN	
491370	1998	Tetric, Lestie R. ETAL		1/6 Int Coal 0.74 Ac Hackers	WARREN	
491377	1999	Simons Robert S		1/3 Int Coal 6.40 Bull Run	MEADE	
491381	1999	Few Inc		Coal 12 Pitts (P V Hannah)	WARREN	
491393	1999	Warren Everett H III		1/12 Int SOG 1/16 Ac Charity Fork School	WARREN	
491398	1999	Regal Lands Inc		Coal .50 BKHN River	WASHINGTON	
491401	2000	Spruce Fork Coal Co Inc		Coal 4.7 UF & Above (Tr 71-2) Brushy Fork	BUCKHANNON	
491406	2000	Spruce Fork Coal Co Inc		1/3 Int Coal 21.10 UF & Above (Tr 32-1) Sauls Run	BUCKHANNON	
491407	2000	Spruce Fork Coal Co Inc		1/3 Int Coal 33.2 UF & Above (Tr 32-2) Sauls Run	BUCKHANNON	
491409	2000	Spruce Fork Coal Co Inc		Coal 4.5 UF & Above (Tr 102-1) Spruce Fork	BUCKHANNON	
491412	2000	Spruce Fork Coal Co Inc		Coal 5.11 Acres UF & Above Finks Run	BUCKHANNON	
491413	2000	Spruce Fork Coal Co Inc		Coal 14 Ac UF & Above Finks Run	BUCKHANNON	
491414	2000	Ten-A-Coal Co		Coal 7.06 Finks Run	BUCKHANNON	
491417	2000	Davis Zula S & Lloyd		Coal Approx 1 Ac Hackers Creek	WARREN	
491419	2000	Murphy Linda		RS Coal 1 Ac Mnd Out Turkey Run	WARREN	
491424	2000	Ten A Coal Company		2/3 Int Coal 6.672 Rs Wkd Out Turkey Run	WARREN	
491428	2000	Ten A Coal Company		13/45 Int Coal 2 Hackers Cr	WARREN	
491563	2001	Shomo John R & Michael L		Coal 1/4 Ac Hackers Creek	WARREN	
491624	2002	QUICK HARRISON		COAL 2.86 CHILDERS RUN	UNION	
491628	2004	Whiffen William F & Ruth A		F S 96.1 x 140' Less SOG & Coal Below E L Seam Gladly Fk	BUCKHANNON	
491631	2006	Marple V O Etal		RS Coal (29 MND Out) Less 20,000 Sq Ft	WARREN	



CERT NO	YEAR SOLD	NAME1	NAME2	DESCRIPTION	DISTRICT	Status
491640	2006	Karlen Berlin S & Patricia M		Sur .015 Grass Run	WASHINGTON	
491641	2008	Bennett Roy J		FS .50 Ac Kanawha 146.0x33.0x145.0x28.0	BANKS	
491643	2008	Bennett Roy J		SOG .067 Ac Hickory Flat	WASHINGTON	
491646	2009	Mick Ford		Coal 27-3 Hackers Creek	WARREN	
491653	2013	LAROSA JAMES D		COAL 151.82	BANKS	
491654	2013	LAROSA JAMES D		COAL 53 BKHN RIVER	BANKS	
491655	2013	LAROSA JAMES D		COAL 24 KANAWHA	BANKS	
491656	2013	LAROSA JAMES D		COAL 20 KANAWHA	BANKS	
491657	2013	LAROSA JAMES D		COAL 20 KANAWHA	BANKS	
491658	2013	LAROSA JAMES D		1/2 INT COAL 7 3/4 BKHN RIVER	BANKS	
491659	2013	LAROSA JAMES D		COAL UNDER 25' LOT ON ELY AVE	BANKS	
491660	2013	LAROSA JAMES D		COAL UNDER LOTS 45 46 BLK 25	BANKS	
491661	2013	LAROSA JAMES D		COAL 84 BEAR CAMP RUN (STELL HEIRS)	BANKS	
491662	2013	LAROSA JAMES D		COAL 87 1/2 (JOHN T MCGREW)	BANKS	
491663	2013	LAROSA JAMES D		COAL 72-2-28 BKHN RIVER (MCGREW)	BANKS	
491664	2013	LAROSA JAMES D		COAL 148 BKHN RIVER	BANKS	
491665	2013	LAROSA JAMES D		COAL 62 1/2 KANAWHA	BANKS	
491666	2013	LAROSA JAMES JOSEPH		COAL 20 COW RUN/YOUNG & MCWHORTER	BANKS	
491667	2013	LAROSA JAMES JOSEPH		COAL 22 COVE RUN/YOUNG & MCWHORTER	BANKS	
491668	2013	LAROSA JAMES JOSEPH		COAL 29.64 COVE RUN YOUNG & MCWHORTER	BANKS	
491669	2013	LAROSA JAMES JOSEPH		1/2 INT COAL 31 KANAWHA	BANKS	
491671	2013	LAROSA JAMES D		MIN 40.72 LESS COG	MEADE	
491672	2013	LAROSA JAMES D		68/100 INT 224.25 COAL	MEADE	
491673	2013	LAROSA JAMES JOSEPH		1/14 INT COAL 95 INDIAN CAMP	MEADE	
491674	2013	LAROSA JAMES JOSEPH		COAL 9 BKHN RIVER	MEADE	
491682	2013	PENN VIRGINIA OIL & GAS CORP		1/3 INT COAL 28.4 RS WKD OUT	WARREN	
491683	2013	PENN VIRGINIA OIL & GAS CORP		1/3 INT COAL 55.69 RS WKD OUT TURKEY RUN	WARREN	
491687	2013	PENN VIRGINIA OIL & GAS CORP		2/3 INT COAL 49.34 (RS WKD OUT TURKEY RUN	WARREN	
491688	2013	PENN VIRGINIA OIL & GAS CORP		2/3 INT COAL 55.69 (RS WKD OUT TURKEY RUN	WARREN	



CERT NO	YEAR SOLD	NAME1	NAME2	DESCRIPTION	DISTRICT	Status
491689	2013	PENN VIRGINIA OIL & GAS CORP		2/3 INT COAL 20.25 RS WKD OUT	WARREN	
491692	2013	PENN VIRGINIA OIL & GAS CORP		13/45 INT COAL 68 HACKERS CR	WARREN	
491693	2013	PENN VIRGINIA OIL & GAS CORP		1/4 INT COAL 54 2/5 HACKERS CREEK	WARREN	
491694	2013	PENN VIRGINIA OIL & GAS CORP		COAL 20 TURKEY RUN	WARREN	
491695	2013	PENN VIRGINIA OIL & GAS CORP		COAL 11.23 WKD OUT TURKEY RUN	WARREN	
491696	2013	KANDZARI STANLEY J & JUDITH C		COAL 213	WASHINGTON	
491697	2013	KANDZARI STANLEY J & JUDITH C		COAL 179.50	WASHINGTON	
491698	2013	LAROSA JAMES D		COAL 45--26 MIDDLE FORK	WASHINGTON	
491699	2013	LAROSA JAMES D		COAL 0.75 MIDDLE FORK	WASHINGTON	
491700	2013	LAROSA JAMES D		COAL 12 MIDDLE FORK	WASHINGTON	
491701	2013	LAROSA JAMES D		COAL 40-20	WASHINGTON	
491702	2013	LAROSA JAMES D		COAL 2 MIDDLE FORK	WASHINGTON	
491703	2013	LAROSA JAMES D		COAL 122-3 MIDDLE FORK	WASHINGTON	
491704	2013	LAROSA JAMES D		COAL 100 BKHN RIVER	WASHINGTON	
491705	2013	LAROSA JAMES D		COAL 10 GUM RUN/LINGER	WASHINGTON	
491706	2013	LAROSA JAMES D		COAL 323.16 WASH DIST	WASHINGTON	
491707	2013	LAROSA JAMES D		1/2 INT COAL 115 MIDDLE FORK	WASHINGTON	
491708	2013	LAROSA JAMES D		COAL 16.5 MIDDLE FORK	WASHINGTON	
491709	2013	LAROSA JAMES D		COAL 49 MIDDLE FORK	WASHINGTON	
491710	2013	LAROSA JAMES D		COAL 3.95 MIDDLE FORK	WASHINGTON	
491711	2013	LAROSA JAMES D		2/5 INT COAL 70 JENKS FORK	WASHINGTON	
491712	2013	LAROSA JAMES D		COAL 39 3/4 MIDLLE FORK	WASHINGTON	
491713	2013	LAROSA JAMES D		COAL 26 BKHN RIVER	WASHINGTON	
491714	2013	LAROSA JAMES J		FS 40 LESS SOG & SEWELL COAL MIDDLE FORK	WASHINGTON	
491715	2013	LAROSA JAMES J		FS 10 LESS SOG & SEWELL COAL	WASHINGTON	
491716	2013	LAROSA JAMES JOSEPH		COAL 3 5/8 LESS SEWELL COAL JACKSON FORK (UNM)	WASHINGTON	
491717	2013	LAROSA JAMES JOSEPH		COAL 5 LESS SEWELL COAL MIDDLE FORK (UNM)	WASHINGTON	
491718	2013	LAROSA JAMES JOSEPH		COAL 30 LESS SEWELL COAL JACKSON FORK (UNM)	WASHINGTON	
491719	2013	LAROSA JAMES JOSEPH		COAL 15 LESS SEWELL COAL (UNM)	WASHINGTON	



CERT NO	YEAR SOLD	NAME1	NAME2	DESCRIPTION	DISTRICT	Status
491720	2013	LAROSA JAMES JOSEPH		COAL 34 LESS SEWELL COAL MIDDLE FORK (UNM)	WASHINGTON	
491721	2013	LAROSA JAMES JOSEPH		3/5 INT COAL 246 LESS SEWELL COAL MIDDLE FORK (UNM)	WASHINGTON	
491722	2013	LAROSA JAMES JOSEPH		3/5 INT COAL 36 LESS SEWELL COAL MIDDLE FORK (UNM)	WASHINGTON	
491723	2013	LAROSA JAMES JOSEPH		3/5 INT COAL 35 LESS SEWELL COAL MIDDLE FORK	WASHINGTON	
491724	2013	LAROSA JAMES JOSEPH		7/8 INT COAL 60 1/2 JENKS FORK	WASHINGTON	
491725	2013	LAROSA JAMES JOSEPH		3/4 INT COAL 85-1-34 LESS SEWELL MIDDLE FORK/ASPER (UNM)	WASHINGTON	
491726	2013	LAROSA JAMES JOSEPH		3/4 INT COAL 60-2-33 LESS SEWELL ,IDDLE FORK/ ASPER (UNM)	WASHINGTON	
491727	2013	LAROSA JAMES JOSEPH		3/4 INT COAL 7-3-33 LESS SEWELL MIDDLE FORK/ASPER (UNM)	WASHINGTON	
491728	2013	LAROSA JAMES JOSEPH		3/4 INT COAL 93.9 MIDDLE FORK/KUMP-SCOTT	WASHINGTON	
491729	2013	LAROSA JAMES JOSEPH		3/4 INT COAL 40 MIDDLE FORK/KUMP-SCOTT	WASHINGTON	
491730	2013	LAROSA JAMES JOSEPH		COAL 209 LESS SEWELL COAL JENKS FORK (UNM)	WASHINGTON	
491731	2013	LAROSA JAMES JOSEPH		2/5 INT COAL 237.3 LESS SEWELL COAL MIDDLE FORK (UNM)	WASHINGTON	
491732	2013	LAROSA JAMES JOSEPH		2/5 INT COAL 36 LESS SEWELL COAL MIDDLE FORK (UNM)	WASHINGTON	
491733	2013	LAROSA JAMES JOSEPH		2/5 INT COAL 35 LESS SEWELL COAL MIDDLE FORK (UNM)	WASHINGTON	
491734	2013	LAROSA JAMES JOSEPH		COAL 60 3/8 LESS SEWELL COAL JACKSON FORK (UNM)	WASHINGTON	
491735	2013	LAROSA JAMES JOSEPH		COAL 53 MIDDLE FORK/MAXWELL	WASHINGTON	
491736	2013	LAROSA JAMES JOSEPH		3/4 INT COAL 14-2-6 LESS SEWELL MIDDLE FORK ASPER (UNM)	WASHINGTON	
491737	2013	LAROSA JAMES JOSEPH		1/5 INT COAL 50 MIDDLE FORK	WASHINGTON	
491738	2013	LAROSA JAMES JOSEPH		COAL 81 LESS SEWELL COAL MIDDLE FORK (UNM)	WASHINGTON	
491739	2013	LAROSA JAMES JOSEPH		2/3 INT COAL 48 JENKS FORK	WASHINGTON	
491740	2013	LAROSA JAMES JOSEPH		COAL 60-2 MIDDLE FORK	WASHINGTON	
491741	2013	LAROSA JAMES JOSEPH		COAL 1 LESS SEWELL COAL JENKS FORK (UNM)	WASHINGTON	
491742	2013	LAROSA JAMES JOSEPH		COAL 25 JENKS FORK	WASHINGTON	
491743	2013	LAROSA JAMES JOSEPH		COAL 60 SEWELL VEIN MIDDLE FORK	WASHINGTON	





CERT NO	YEAR SOLD	NAME1	NAME2	DESCRIPTION	DISTRICT	Status
491744	2013	LAROSA JAMES JOSEPH		COAL 60 LESS SEWELL COAL MIDDLE FORK (UNM)	WASHINGTON	
491746	2014	ESKEW WILLIAM	ESKEW WILLIAM	COAL 10-1-27 STAUNTON PIKE	UNION	
491747	2014	ESKEW WILLIAM		COAL 2 STAUNTON PIKE	UNION	
491752	2015	CURRY KENNETH A 1/2 CURRY NANCY B 1/2		1/2 INT COAL 21 1/2 KANAWHA	BANKS	
491754	2015	REED ELEANOR T		1/8 INT COAL 104	BANKS	
491755	2015	RIGGS DALE F		2/30 INT COAL 28.87 W FORK W FORK	BANKS	
491756	2015	RIGGS DALE F		2/30 INT COAL 24.54 WEST FORK	BANKS	
491757	2015	RIGGS DALE F		2/30 INT COAL 19 LESS TV COAL WEST FORK	BANKS	
491758	2015	RIGGS DALE F		2/30 INT COAL 46-100 LESS TV COAL WEST FORK	BANKS	
491759	2015	RIGGS DALE F		2/30 INT COAL 1.50 LESS TV COAL WEST FORK	BANKS	
491760	2015	RIGGS DALE F		2/25 INT COAL 55 STRAIGHT FORK/HALL	BANKS	
491761	2015	RIGGS DALE F		2/25 INT COAL 45.6 STRAIGHT FORK/HALL	BANKS	
491762	2015	RIGGS DALE F		2/25 INT COAL 22.43 STRAIGHT FORK/HALL	BANKS	
491763	2015	SHOBE JILL		1/3 INT MINERALS 9.625 STRAIGHT FORK	BANKS	Sold
491764	2015	SHOBE JILL		1/6 INT COAL 72.41 STRAIGHT FORK	BANKS	
491765	2015	GALLOWAY CO INC		COAL 10.44 MUDLICK RUN	BUCKHANNON	
491766	2015	GALLOWAY CO INC		COAL 4 BELOW PB SEAM	BUCKHANNON	
491767	2015	GALLOWAY COMPANY INC THE		3/8 INT COAL 13.5 MUDLICK RUN (W T REGER)	BUCKHANNON	
491768	2015	RIGGS DALE F		2/10 INT MINERALS 0.79 LESS OG FINKS RUN	BUCKHANNON	
491769	2015	RIGGS DALE F		2/10 INT MINERAL 3.078 LESS OG FINKS RUN	BUCKHANNON	
491770	2015	RIGGS DALE F		1/10 INT MINERALS 0.79 LESS COAL FINKS RUN	BUCKHANNON	
491771	2015	RIGGS DALE F		1/10 INT MINERALS 3.078 LESS COAL FINKS RUN	BUCKHANNON	
491772	2015	BRAGG OWEN GERALD		1/6 INT COAL 5 1/2 FRENCH CREEK	MEADE	
491773	2015	DUKE VERILYNN J & WARREN F		SUR 0.29 AC INDIAN CAMP	MEADE	
491774	2015	LEE BURLIN E & JOANN		1/2 INT SUR .25 AC FRENCH CREEK	MEADE	

CERT NO	YEAR SOLD	NAME1	NAME2	DESCRIPTION	DISTRICT	Status
491775	2015	STARK EVELYN M S LINGER		45/384 INT COAL 84.83 AC SLAB CAMP	MEADE	
491776	2015	STARK EVELYN M S LINGER		45/384 INT COAL 130 AC SLAB CAMP	MEADE	
491777	2015	STARK EVELYN M S LINGER		45/384 INT COAL 300.56 AC SLAB CAMP	MEADE	
491778	2015	MARTENEY DAVID C		1/21 INT COAL 200 ISLAND RUN	UNION	
491779	2015	RIGGS DALE F		2/25 INT COAL 54.25 SWAMP RUN/HOOD	UNION	
491780	2015	RIGGS DALE F		2/25 INT COAL 14-1-9 SWAMP RUN/HOOD	UNION	
491781	2015	RIGGS DALE F		2/25 INT COAL 20.5 SWAMP RUN/HOOD	UNION	
491782	2015	RIGGS DALE F		2/25 INT COAL 10.75 SWAMP RUN/HOOD	UNION	
491783	2015	RIGGS DALE F		2/25 INT COAL 11--13 SWAMP RUN/HOOD	UNION	
491784	2015	RIGGS DALE F		2/25 INT COAL 10.5--4 SWAMP RUN/HOOD	UNION	
491785	2015	GALLOWAY COMPANY		1/5 INT 2 VEINS OUTCROPPING COAL 31.61 HACKERS CREEK/LLOYD	WARREN	
491786	2015	GALLOWAY COMPANY ET AL		1/5 INT FS 0.69 LESS SOG ROOTING CREEK	WARREN	
491787	2015	GALLOWAY COMPANY INC		1/5 INT COAL 9.86 TURKEY RUN RD MND OUT/ARNOLD	WARREN	
491788	2015	GALLOWAY COMPANY INC		1/5 INT COAL 16.6 MND OUT TURKEY RUN/ARNOLD	WARREN	
491789	2015	GALLOWAY COMPANY INC		1/5 INT COAL 18.41 WARREN DIST/ARNOLD	WARREN	
491790	2015	GALLOWAY COMPANY INC		1/5 INT COAL 1.44 MND OUT TURKEY RUN/ARNOLD	WARREN	
491791	2015	GALLOWAY COMPANY INC		1/5 INT RS COAL 14.55 HACKERS CREEK/POST	WARREN	
491792	2015	LOCK 3 OIL COAL & DOCK CO		2/5 INT COAL 14.55 HACKERS CREEK	WARREN	
491793	2015	LOCK 3 OIL COAL & DOCK CO		2/5 INT 2 VEINS OUTCROPPING COAL 31.61 HACKERS CREEK/LLOYD	WARREN	
491794	2015	LOCK 3 OIL COAL & DOCK CO		2/5 INT COAL 9.86 TURKEY RUN RD MND OUT/ARNOLD	WARREN	
491795	2015	LOCK 3 OIL COAL & DOCK CO		2/5 INT COAL 1.44 MND OUT TURKEY RUN/ARNOLD	WARREN	



CERT NO	YEAR SOLD	NAME1	NAME2	DESCRIPTION	DISTRICT	Status
491796	2015	LOCK 3 OIL COAL & DOCK CO		2/5 INT COAL 18.41 WARREN DIST/ARNOLD	WARREN	
491797	2015	LOCK 3 OIL COAL & DOCK CO		2/5 INT COAL 16.6 MND OUT TURKEY RUN RD/ARNOLD	WARREN	
491798	2015	LOCK 3 OIL COAL & DOCK CO		2/5 INT FS 0.69 LESS SOG ROOTING CREEK	WARREN	
491799	2015	RIGGS DALE		2/25 INT COAL 16.6 MND OUT TURKEY RUN/ARNOLD	WARREN	
491800	2015	RIGGS DALE		2/25 INT COAL 18.41 WARREN DIST/ARNOLD	WARREN	
491801	2015	RIGGS DALE		2/25 INT COAL 1.44 MND OUT TURKEY RUN/ARNOLD	WARREN	
491802	2015	RIGGS DALE		1/4 INT FS 15 LESS SOG & COAL 1 HACKERS CREEK POST	WARREN	
491803	2015	RIGGS DALE F		2/25 INT 2 VEINS OUTCROPPING COAL 31.61 HACKER CREEK/LLOYD	WARREN	
491804	2015	RIGGS DALE F		2/5 INT COAL 15 HACKERS CREEK/BOND	WARREN	
491805	2015	RIGGS DALE F		2/5 INT COAL 32.56 ROVERS RUN/SHOMO	WARREN	
491806	2015	RIGGS DALE F		2/5 INT COAL 23.07 ROVER RUN/SHOMO	WARREN	
491807	2015	RIGGS DALE F		2/5 INT COAL 1 HACKERS CREEK/MARPLE	WARREN	
491808	2015	RIGGS DALE F		2/25 INT RS COAL 14.55 HACKER CREEK	WARREN	
491809	2015	RIGGS DALE F		2/5 INT RS COAL 18.415 THREE LICK RUN FROM SEELEY J F	WARREN	
491810	2015	RIGGS DALE F		2/25 INT COAL 9.86 TURKEY RUN RD MND OUT/ARNOLD	WARREN	
491811	2015	RIGGS DALE F		2/25 INT FS 85 LESS SOG & PB / LE POST	WARREN	
491812	2015	RIGGS DALE F		2/25 INT FS 0.69 LESS SOG ROOTING CREEK	WARREN	
491813	2015	SHORTLE EVELYN M		1/24 INT COAL 18 3/4 (MND OUT) HACKERS CREEK	WARREN	
491814	2015	SHORTLE EVELYN M		1/24 INT COAL 120 (MND OUT) HACKERS CREEK	WARREN	
491815	2015	SHORTLE EVELYN M		1/24 INT COAL 0.74 AC MND OUT HACKERS CREEK	WARREN	
491816	2015	SHORTLE EVELYN M		1/24 INT COAL 42-1 MND OUT HACKERS CREEK	WARREN	
491817	2015	SHORTLE EVELYN M		1/24 INT COAL 16.16 MND OUT HACKERS CREEK	WARREN	





CERT NO	YEAR SOLD	NAME1	NAME2	DESCRIPTION	DISTRICT	Status
491818	2015	SHORTLE EVELYN M		1/48 INT COAL 59 1/2 MND OUT HACKERS CREEK	WARREN	
491820	2016	KANDZARI STANLEY J & JUDITH C		COAL 77 BKHN RIVER	BANKS	
491821	2016	KANDZARI STANLEY J & JUDITH C		COAL 61-2-34 & 50' R/W BKHN R	BANKS	
491822	2016	TICHNELL JAMES		1/18 INT SUR 2.52 GRAND CAMP	MEADE	
491823	2016	TICHNELL JAMES		1/18 INT SUR 39,348 SQ FT (.90 AC) GRAND CAMP	MEADE	
491824	2016	TICHNELL SHAWN		1/18 INT SUR 2 7/16 AC GRAND CAMP	MEADE	
491825	2016	TICHNELL SHAWN		1/18 INT SUR 2.52 GRAND CAMP	MEADE	
491826	2016	TICHNELL SHAWN		1/18 INT SUR 39,348 SQ FT (.90 AC) GRAND CAMP	MEADE	
491827	2016	BOYTS DARLA C		1/4 INT SUR 0.62 LAUREL FORK	UNION	
491828	2015	MORELAND KERMIT D JR MORELAND JENNIFER L		SUR 0.41 AC ELLAMORE 94.0 X 170.0 X 110.0 X 165.0	UNION	
491829	2016	MORRISON DAVID NYDES ROBIN		1/2 INT LOT 148 SEC 1 MIDDLE FORK RIVER	UNION	

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# U P S H U R

*County, West Virginia*

# UPSHUR COUNTY COMMISSION

## MONTHLY MILEAGE LOG

DEPARTMENT: Upshur 911

MONTH / YEAR: June 2019

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
Doyle Cutright II	2010 Ford Expedition	1FMJU1G50AEB66213	120912	121611	699	33
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
			<b>GRAND TOTALS</b>		699	33

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
GREG HARRIS	2008 Toyota Tundra	5TBBV541B8551	77,464	78,003	539	17.26
Mike Campbell		4917			0	20.00
Mike Haler					0	
Loretta Koone					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
GRAND TOTALS					539	37.26



Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
GREG HAREIS	2019 Ford F-250	1FDBF2B69KEC81	1943	2294	351	26.0
Mike Campbell		902			0	23.5
Mike Halec					0	
Louella Krone					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
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					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
GRAND TOTALS					351	49.5

[illegible]



Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
B Shreves	2019 Chevy 2500	2GC2KREG1121064	2034	2308	274	29.63
			GRAND TOTALS		274	29.63

Jun-19

## UPSHUR COUNTY SHERIFF - MILEAGE AND FUEL

44

Officer	Cruiser	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
DAVE COFFMAN - 900	2014 FORD EXPLORER	1FM5K8AR9EGA71008	N/A	N/A	N/A	N/A
MIKE KELLEY - 902	2010 FORD Explorer	1FM5K8AR8GGB44629	61020	62433	1413	83.3
MARK DAVIS - 903	2016 Ford Explorer	1FM5K8AR0GGB43426	59649	61348	1699	87.2
MARSHALL POWERS - 904	2016 Ford Explorer	1FM5K8AR4GGB44630	68850	70340	1490	101
CJ DAY - 905	2013 FORD TAURUS	1FAHP2M86DG157805	59428	N/A	N/A	N/A
THERON CAYNOR - 906	2017 FORD EXPLORER (NEW)	1FM5K8AR4HGC90351	42207	43705	1498	97.1
DEWAINE LINGER - 907	2019 Ford Explorer	1FM5K8AR5KGA29379	6834	8412	1578	107
RODNEY ROLENSON - 908	2017 FORD F-150 (NEW)	1FTEW1EFOHFA12892	25344	25911	567	32
ROCKY HEBB - 909	2017 FORD TAURUS	1FAHP2MK5HG119855	30677	32105	1428	99
TYLER CHIDESTER - 912	2012 Ford EXPEDITION	1FMJU1G50CEF29483	133567	136105	2538	208.5
TYLER GORDON - 913	2019 FORD TAURUS	1FAHP2MK4KG102939	9983	11913	1930	138.5
DAN BARCUS - 914	DODGE CHARGER	2B3AA4CT9AH269160	103025	104950	1925	120.5
BOBBY HAWKINS - 916	2010 FORD CROWN VICTORIA	2FABP7BV2AX1010650	139483	140876	1393	93
DANNY GOULD - 918	Ford Crown Victoria 2010	2FABP7BV4AX100651	105614	105932	318	13
CRYSTAL LINGER - 917	2010 Ford Expedition	1FMJU1G52AEB66214	127510	127697	187	
DUSTIN HOLLEN - 930	2009 FORD F-150	1FTRX14W39FA27159	176456	177488	1032	68.5
RODNEY ROLENSON (dc)	2005 CHEVROLET EQUINOX	2CNDL73F556160712	83881	84784	903	58
GRAND TOTAL					19,899	1,306.60

## Additional Vehicles

2005 Yamaha ATV	5Y4MO4Y55AO13912	
2005 Yamaha Grizzly 500- 4W	JY4AM03Y75C013912	
2005 HMS Transport Trailer	5HABH20265N049282	
<del>2010 Ford Expedition</del>	<del>1FMJU1G50AEB66213</del>	<del>FOR SALE</del>
2001 Ford Explorer	1FMZV72ZE41ZA57159	FOR SALE
2006 Fleetwood Mallard	1EF1B3020364011090	
2006 Speed Trailer	5F15S091761003152	
2010 Dodge Charger	2B3AA4CT9AH269160	
S.W.A.T. 1991 International	1HT5LNEMOMH337402	
2008 Ford Crown Victoria	2FAP71V88X123105	
2010 Ford Expedition	1FMJU1G52AEB66214	



U P S H U R

SECRET, No. 52 Wing 900000

# UPSHUR COUNTY COMMISSION

# MONTHLY MILEAGE LOG

DEPARTMENT: AS/M

MONTH / YEARS

June  
2019

[illegible]

# UPSHUR

## UPSHUR COUNTY COMMISSION MONTHLY MILEAGE LOG

DEPARTMENT: Community Corrections

MONTH / YEAR: June - 2019

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal)
S. Helmick	Explorer	Weston	119076		0	15.5
		Buckhannon	119076	119104	28	0
		Buckhannon	119104	119113	9	0
		Buckhannon	119113	119120	7	0
		Weston	119120	119124	4	0
		Buckhannon	119124	119155	31	0
		Hodgesville	119155	119164	9	0
		Buckhannon	119164	119189	24	0
		Buckhannon	119189	119197	8	0
		Buckhannon	119197	119202	5	0
					0	
					0	
					0	
					0	
GRAND TOTALS				128	0	15.50



U P S H U R

# MONTHLY MILEAGE LOG

DEPARTMENT: Comm. Corrections

MONTH / YEAR: June 2019

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal)
	FOCUS		121509	127579	70	0
			127579	127638	59	0
			127638	127701	63	0
			127701	127745	44	0
			127745	127764	19	0
			127764	127830	66	0
			127830	127869	39	0
			127869	127914	45	0
			127914	127924	10	0
			127924	127984	60	0
			127984	128043	59	0
			128043	128161	118	0
			128161	128209	48	0
			128209	128271	62	0
			128271	128341	70	0
			128341	128422	81	0
						0
			GRAND TOTALS		973	0

# UPSHUR COUNTY COMMISSION

## MONTHLY MILEAGE LOG

**Department: Dog Pound**

**MONTH / YEAR:** June 2019

<b>Employee</b>	<b>Vehicle Description</b>	<b>VIN</b>	<b>Start Mileage</b>	<b>End Mileage</b>	<b>Total Mileage</b>	<b>Fuel (Gal.)</b>
Jan Cochran	F250 Ford Truck	1FTSX21598EB86131	102,742	102,743	1	
Jan Cochran	F250 Ford Truck	1FTSX21598EB86131	102,743	102,744	1	
Jan Cochran	F250 Ford Truck	1FTSX21598EB86131	102,744	102,750	6	
Jan Cochran	F250 Ford Truck	1FTSX21598EB86131	102,750	102,758	8	
Jan Cochran	F250 Ford Truck	1FTSX21598EB86131	102,758	102,764	6	
Jan Cochran	F250 Ford Truck	1FTSX21598EB86131	102,764	102,765	1	
Jan Cochran	F250 Ford Truck	1FTSX21598EB86131	102,765	102,773	8	
Jan Cochran	F250 Ford Truck	1FTSX21598EB86131	102,773	102,782	9	
Jan Cochran	F250 Ford Truck	1FTSX21598EB86131	102,782	102,788	6	
Jan Cochran	F250 Ford Truck	1FTSX21598EB86131	102,788	102,791	3	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
			<b>GRAND TOTALS</b>		49	0



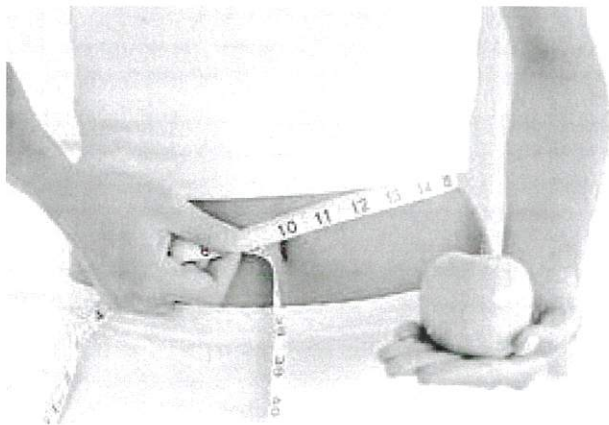
49

What do you see as the  
Major Health Challenges  
Facing Upshur County?



Join us for a Round Table Discussion  
Thursday, August 8th, 2019  
9 am to 11 am  
The Green Room at the 88 Restaurant  
Refreshments will be provided

Your Input is Needed!



RSVP to  
304-473-2057

Facilitated by the WVU School of Public Health  
as part of the Upshur County Community Needs Assessment  
for St. Joseph's Hospital

**James W. Curry Library/Park  
Advisory Board Meeting  
AGENDA**



July 24 at 10:00 am

At James W. Curry Public Library

Call to Order

Roll Call

Public Comment Period

Approval of June 26, 2019 minutes

Staff Report

Park

Library

Timber

Review/Report

Old Business:

Consideration of Bike Trails on Curry Property

FY 20 Budget

New Business:



(51)

**City Council of Buckhannon – 7:00 pm in Council Chambers**  
**Meeting Agenda for Thursday, August 1, 2019**

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**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 Buckhannon Planning Commission

**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 Proclamation & CityPR-City wishes horticulturist, Rob Barbor, farewell after seven years of service
- D.2 Proclamation-Jenkins Family-SYCC Capital Campaign
- D.3 Proclamation-50<sup>th</sup> Reunion BUHS Class of 1969
- D.4 Article-City Walkability <https://www.curbed.com/2019/6/24/18715939/real-estate-development-walkable>
- D.5 Article-Opioid death rates soared <https://www.washingtonpost.com/investigations/opioid-death-rates-soared-in-comm>
- D.6 FOIA Request-Josh Hinchman RE: Code Violation Complaints
- D.7 BPD Special Order 19-12 RE: Lt Doug Loudin Acting Chief of Police July 5 to July 10

**E. Consent Agenda**

- E.1 Approval of Minutes-Regular meeting 07/18/19
- E.2 Approval of Building and Wiring Permits
- E.3 Approval of Payment of the Bills
- E.4 Accept Resignation Janella Cochran, LUACF Director- Animal Care & Control Commission
- E.5 Approve City Appointment William Squires-BU Park and Recreation Board FY2019-2021
- E.6 Accept Resignation Bill Thomas as City's Rep BU Airport Authority Board of Directors

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

- F.1 Presentation & Acceptance of the City of Buckhannon 2025 Comprehensive Plan
- F.2 Ordinance No. 437 Employee Health Insurance 1<sup>st</sup> Reading
- F.3 Continued Discussion Part Time Firefighter/Home Rule
- F.4 Approval Resolution 2019-09 Budget Revision #2 General Fund FY 2019/20
- F.5 Discussion Draft Ordinance No. 438 Purchasing

**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 August 15, 2019

Posted 07/29/19

52

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

**Monday, August 12, 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 July 8, 2019 Meeting
4. Monthly Financial Report, June —Treasurer
5. Director's Report – Burl Smith
6. Recognition of Guests

**Old Business:**

1. \_\_\_\_\_

**New Business:**

1. FY 2020 SWMB Grant Approval Forms ---
2. AWWSWA Educational Conference Attendance, 10/ 20-22, at Canaan Valley-
3. Free Paper Shred Event, Sept 7, 2019---
4. WV DEP Youth Environmental Conference, Request for Donation—
5. Director of UCSWA, Replacement Discussion, Possible Executive Session ---
6. \_\_\_\_\_

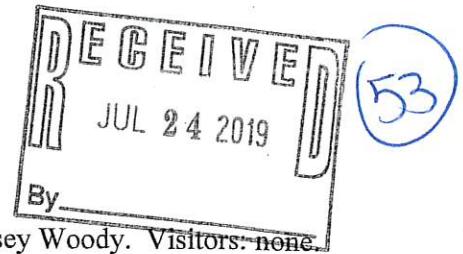
**Board Member Comments:**

**Meeting Adjournment:**

**NEXT MEETING: September 9, 2019 – (Regular Schedule)**

Adrian Public Service District  
June 13, 2019

Monthly Board Meeting



Present from Adrian PSD: Paul Spencer, Kelly Arnold, Don Killingsworth, and Lindsey Woody. Visitors: none.

All motions were unanimous unless otherwise noted.

The meeting was called to order at 10:17 am by Chairman Spencer.

Minutes of the May 9, 2019 meeting were read. Paul made the motion to approve the minutes and Kelly second.

Invoices were presented – Motion to pay was made by Don, second by Kelly.

**Old Business**

- Rob Hinton from the Upshur Co. Development Authority is still in contact with our attorney to propose a lease agreement that we can agree on for building a broad band tower on The Rock Cave Tank Site.
- The approved MOU for the Communication Tower Space at future Pickens tank sites was looked over.

**New Business**

- Our Sanitary Survey is scheduled for June 25<sup>th</sup>

**Items for Discussion/Action/Approval**

- Don made a motion to approve and Kelly seconded for Lindsey, Norma, Eric and Mandy to attend The Rural Water Conference for continuing education hours from Aug. 17<sup>th</sup> – 21<sup>st</sup>.

**Maintenance – Eric**


- New pump motor installed at Beechtown Pump Station
- New shaft seal installed at the Wilsontown Pump Station
- Interiors of all pump stations were painted
- Preparing for Sanitary Survey
- Several more leaks were repaired and meters were changed out.

**Office Report**

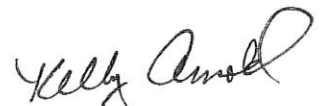
- Business as usual

The meeting adjourned at 11:00 am. Next regular meeting will be July 11, 2019 at 10:00 am.

Board of Directors

  
Paul Spencer, Chairman

  
Don B. Killingsworth, Vice Chairman

  
Kelly Arnold, Sec., Treas.



# James W. Curry Library/Park Advisory Board Minutes June 26, 2019

54

The June 26, 2019 meeting of the James W. Curry Library/Park Advisory Board was called to order by President Mike Quinn at 10:00 am.

**Roll Call:** Present – Mike Quinn, Al Lake, Erv Lake, Patricia Tolliver, Carrie Wallace, Tink Simmons and Lori Ulderich-Harvey

Absent: None

Guests: Nate Kennedy

Staff: Judith Williams, Darlene Gregory and Jonathan Freeman

Minutes: Minutes of the April 24, 2019 and May 22, 2019 Advisory Board Meetings were approved; motion by Erv, seconded by Al; motion passed.

**Public Comment Period:** None

## **Staff Report:**

**Park:** Jonathan reported that he has been busy keeping up with the mowing and other maintenance. Camping has picked up. \$855 in fees were collected last month; two reservations are pending for July 4<sup>th</sup> and July 11<sup>th</sup>. The Blue Grass Festival went well. The camp saw an increase in activity during the 4-wheeler run. The Fundraising Committee hosted a Glow Stick Party in the campground and the campers were very accommodating. New “posted” signs will be ordered for the campground at the beginning of the new fiscal year in July.

**Library:** Judith reviewed the staff report included in the agenda packet. She reported that Summer Reading has been very busy with 78 children in 4 programs thus far. Six additional programs will be offered in the coming weeks. This program is very labor intensive and reiterates the need for a larger space to accommodate displays such as an inflatable planetarium. Accommodations were made for this year by moving all of the furniture out of the building. The NASA employee’s presentation was a huge hit for the children and parents alike; Judith recommends visiting NASA’s IV&V website for more information.

**Timber:** Nate reported that the scheduled meeting with Nathan Fetty didn’t materialize; they are attempting to reschedule. An overview of current timber market prices was reviewed with the Board. The Black Walnut trees in the park are not worth removing. Starkey is currently logging the Woody sale and may be interested. Another option would be approaching the successful bidder for the Youth Camp Timber Sale.

## **Old Business:**

**Consideration of Bike Trails on Curry Property** – please find the explanation above.

**FY 20 Budget** – Carrie reviewed the proposed budget with the Board. After discussion the budget was approved as presented; motion by Al, seconded by Lori.

**James W. Curry Library/Park  
Advisory Board Minutes  
June 26, 2019**



**Government Window** – Carrie and Judith reported that the portal is now up and running allowing Curry to accept credit/debit payments online and in person!

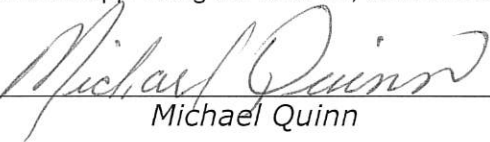
**Meeting Frequency** – After discussion all agreed to leave the schedule and location of the meetings as is.

**Other:**

Mike shared a flyer he received in the mail regarding case study interviews for the Helvetia Library. Mike plans on attending the event as a representative of the Advisory Board to discuss possible grant funding opportunities for rural libraries.

With no further business, the meeting adjourned at 11:16 am.

Members approving the June 26, 2019 minutes:

  
\_\_\_\_\_  
Michael Quinn

  
\_\_\_\_\_  
Carrie Wallace

  
\_\_\_\_\_  
Albert Lake

  
\_\_\_\_\_  
Ervin Lake

\_\_\_\_\_  
Lori Ulderich Harvey

  
\_\_\_\_\_  
Lewis Simmons

  
\_\_\_\_\_  
Patricia Tolliver

\_\_\_\_\_