

## Upshur County Commission Meeting Agenda

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Location of Meeting: Upshur County Courthouse Annex  
Date of Meeting: September 12, 2019

- 9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance  
Approval of Minutes:  
• September 5, 2019
- 9:15 a.m. Thomas S. Elliott, Wildlife Biologist/ District Supervisor, USDA APHIS Wildlife Services, discussion on Vulture Damage Management Proposal for the Victoria Hill neighborhood Page 4
- 9:30 a.m. Cheyenne Troxell, Program Director for Community Corrections, requesting approval for James Lough to transfer to the vacant position of Case Manager at Community Corrections and eliminate his current part-time position of Case Aid. His rate of pay will be \$12.24 per hour effective immediately. Page 5

### Items for Discussion / Action / Approval:

1. Approval and signature of Proclamation in Remembrance of September 11, 2001. \* Page 6
2. Approval of Financial Statement – Fiscal year ended June 30, 2019. \* Under separate cover
3. Approval and signature of the Lewis – Upshur Animal Control Facility Board of Pharmacy Application for FY20. \* Page 7
4. Correspondence from Cheyenne Troxell, Program Director for Community Corrections, requesting approval to hire Andrew Pinkney as a contract Drug Court Counselor, to be scheduled as needed at the pay rate of \$30.00 per hour, pending background check. \*  
*Item may lead to Executive Session per WV Code §6-9A-4* Page 8
5. Discuss the status of Emma Loudin's Curry Scholarship and request to hold her scholarship funds for one semester while she is serving on a mission trip. \*
6. Approval of Lewis–Upshur Animal Control Facility Volunteers Charles R. Loar, Carolyn Loar, Ann L. Bush, Haley Graveley, Julie Tenney, Jennifer Kesling, and Casey Hollingsworth. \* Under separate cover
7. Approve Invoices for Payment, Purchase Card Invoices for Payment, Budget Revisions / Financial Reports or Information, Correction of Erroneous Assessments, Exonerations/Refunds, Grant Updates / Requests for Reimbursements, Final Settlements, Vacation Orders, Consolidation of Land Tracts, Facility Maintenance Concerns or Updates, Road Name Requests, Project Reports / Updates, Request to Attend Meetings, Request for Day(s) Off.

### For Your Information:

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

1. Upshur County Animal Control /Humane Officer Monthly Dog Report for the month of August 2019 Page 9
2. Lewis–Upshur Animal Control Facility Adoption Financial Transactions for the month of August 2019 Page 10-11
3. Lewis–Upshur Animal Control Facility Cat Report for the month of August 2019 Page 12
4. Lewis–Upshur Animal Control Facility Animal Report for the month of August 2019 Page 13
5. Upshur County Building Permits for the month of August 2019 Page 14-16
6. Public Notices:
  - a. Newsletters and/or Event Notifications:
    - James W. Curry Public Library Calendar of Events for October 2019 Page 17
  - b. Agendas and/or Notice of Meetings:
    - 26<sup>th</sup> Judicial Circuit Community Corrections September 9, 2019 Page 18
    - Upshur County Safe Structures and Sites Enforcement Board September 12, 2019 Page 19
    - Buckhannon-Upshur Airport Authority September 12, 2019 Page 20
  - c. Meeting Minutes:
    - Elkins Road PSD August 6, 2019 Page 21-27
    - Upshur County Family Resource Network August 12, 2019 Page 28-29
    - Upshur County Solid Waste Authority August 12, 2019 Page 30-32
  - d. Meetings:
    - 09/03/19 5:30 p.m. Elkins Road PSD
    - 09/03/19 4:00 p.m. Hodgesville PSD
    - 09/05/19 7:00 p.m. Banks District VFD
    - 09/05/19 7:00 p.m. Selbyville VFD
    - 09/09/19 12:00 p.m. Upshur County Family Resource Network
    - 09/09/19 4:30 p.m. Upshur County Solid Waste Authority
    - 09/09/19 5:30 p.m. Buckhannon-Upshur Recreational Park Advisory Board
    - 09/09/19 6:00 p.m. Lewis-Upshur Community Corrections Board-Lewis County
    - 09/10/19 7:30 p.m. Adrian VFD
    - 09/05/19 6:00 p.m. Buckhannon-Upshur Board of Health
    - 09/25/19 7:00 a.m. Upshur County Development Authority – Full Board
    - 09/18/19 12:00 p.m. Upshur County Senior Center Board
    - 09/12/19 3:00 p.m. Upshur County Conventions & Visitors Bureau
    - 09/11/19 7:00 p.m. Warren District VFD
    - 09/12/19 10:00 a.m. Adrian PSD
    - 09/11/19 3:00 p.m. Tennerton PSD
    - 09/12/19 4:00 p.m. Upshur County Safe Sites & Structures Enforcement Board
    - 09/12/19 7:30 p.m. Buckhannon VFD
    - 09/12/19 4:00 p.m. Buckhannon Upshur Airport Authority
    - 09/19/19 6:30 p.m. Upshur County Youth Camp Board
    - 09/15/19 6:00 p.m. Washington District VFD

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

7. 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. Approval and signature of Lincoln Financial Group Amendments and revised policies to reflect: voluntary life, life and AD&D, voluntary vision and dental.

**Next Regular Meeting of the Upshur County Commission**  
**September 19, 2019 --- 9:00 a.m.**  
**Upshur County Courthouse Annex**





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United States  
Department of  
Agriculture

Animal and  
Plant Health  
Inspection  
Service

Wildlife Services

730 Yokum Street  
Elkins, WV  
26241

304-636-1785  
304-636-5397 fax

August 23, 2019

Carrie Wallace  
County Administrator  
Upshur County  
91 West Main St. Suite 101  
Buckhannon, WV 26201

Dear Ms. Wallace:

This letter is in response to your request for cost estimates for vulture damage management program we spoke of. I have provided a cost analysis for the main options that USDA APHIS Wildlife Services (WS) can provide.

WS is a cost reimbursable agency; therefore, WS only charges to cover the costs associated for the work and any unused funds are not collected. Charges will not exceed the provided quote.

The following option is designed to give you the most efficient and socially acceptable solution for your situation. This proposal is for conducting vulture damage management at that location.

Option 1: 12 months  
Trapping with a decoy trap  
Effigies hung for additional harassment if need

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TOTAL for Option	\$5,542.00
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The option will remove and negatively condition vultures, as well as reduce property damage. If you have any questions or want to discuss any other options on the type of services available please call me at your convenience (304 - 636-1785).

Sincerely,

Tom S. Elliott  
District Supervisor  
USDA APHIS WS



Safeguarding American Agriculture

APHIS is an agency of USDA's Marketing and Regulatory Programs  
An Equal Opportunity Provider and Employer

26th Judicial Circuit Community Corrections  
Day Report Center

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

Fax: (304) 472-8735



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

September 9, 2019

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

Dear Commissioners,

The 26<sup>th</sup> Judicial Circuit Community Corrections Program is requesting for James Lough to move from part-time to full time to fill Janet McCourt's vacant position as case manager. Our community corrections grant recently was cut by almost \$30,000.00 so our Local Community Corrections Board voted and approved to move James to full-time to fill the vacant position and to not fill James Lough's previous position as part-time case aide. James will be full-time case aide/case manager, 40 hours per week and his rate of pay will be \$12.24 per hour. His start date as case manager will begin as soon as he is approved by the commission. If you have any questions please let me know.

Thank you,

Cheyenne Troxell  
Program Director

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## Proclamation "Patriot Day"

WHEREAS, Patriot Day occurs on September 11 each year to remember those who were injured or died during the terrorist attacks on September 11, 2001; and

WHEREAS, Upshur County will always remember and honor the nearly three thousand innocent lives lost that day; and

WHEREAS, we honor the bravery and courage of our civilian and military first responders and emergency personnel for their quick and selfless actions; and

WHEREAS, on this somber day, we remind all those who wish our Nation harm that we stand united, as one Nation under God, vigilant in our fight against terror and determined to continue as a beacon of hope and freedom for people everywhere; and

WHEREAS, that tragedy will always serve as a reminder of the United States of America's tremendous strength and resilience in the face of devastating loss; and

WHEREAS, the United States is fully committed to ensuring our great freedoms remain unfettered and sovereign for all generations, now and forever; and

WHEREAS, America can fight back by reminding the world that the deaths of these people will always be remembered and that they will be forever loved; and

Now therefore be it RESOLVED, as the President of the Upshur County Commission, I am issuing this proclamation to memorialize those men, women, and children who lost their lives; and be it further

RESOLVED, that this proclamation be publicized for all to see and know that the citizens of Upshur County remember with eternal respect those whose lives were suddenly, without cause and pointlessly taken on September 11, 2001. May they forever rest in peace and abide in our memories. Respectfully submitted on this 12<sup>th</sup> day of September, 2019.

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Samuel R. Nolte, President

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Per Rule §15-1-14.4.2 renewal applications must be RECEIVED in our office by June 15th in order to allow time to process by June 30<sup>th</sup>

## West Virginia Board of Pharmacy

2310 Kanawha Blvd. East

Charleston, WV 25311

### APPLICATION FOR PERMIT OR RENEWAL TO HANDLE CONTROLLED SUBSTANCES

July 1, 2019 to June 30, 2020

All numbered lines must be completed or application will be returned.

Authority: Uniform CS Act 60A-3-301 & WV Legislative Rules 15-1-23 & 15-1-25

#### Name, Street Address, & Mailing Address of Facility Needing Permit: (Please Type)

License #: HS0000002 DEA #: ML0510451 Phone #: 304 472-0535 County: Upshur

1. Name of owner of this facility or researcher applying for permit:

Upshur County Commission

2. Name and license # of you Consultant Pharmacist NA

3. Janelle L. Cochran - Shelter Manager

Name of person with controlled substance power of attorney if different from applicant.

4. Will you have drugs on individual patient prescriptions? Yes \_\_\_\_\_ No X

5. Will an emergency box of drugs be kept for administration by healthcare professionals? Yes \_\_\_\_\_ No X

6. If yes, show name of usual pharmacy NA Lic: \_\_\_\_\_

7. Street Address: NA City: \_\_\_\_\_ State: \_\_\_\_\_

8. Circle applicable drug schedules: C-I C-II C-III C-IV C-V

9. 25.3.2 Hospital or Medical Clinic (without pharmacy) \$50.00

25.3.3 Extended Care Facility or Nursing Home \$25.00

25.3.4 Non-government Training Institution \$25.00

25.3.5 Non-government Researcher \$25.00

25.3.7 Jails or Correctional Facilities \$25.00

25.3.8 Rescue or Emergency Squads \$25.00

25.3.9 Non-government Human Societies \$25.00

25.3.10 All Government Agencies or Employees are exempt from fees.

10. Attach check or money order to application. Total Fees: 0

11. \_\_\_\_\_  
Signature of Applicant, Managing Partner, or Officer Title Date

12. \_\_\_\_\_  
Signature of Consultant Pharmacist Date



26th Judicial Circuit Community Corrections  
Day Report Center

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



DAY REPORT CENTER

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

Fax: (304) 472-8735

September 9, 2019

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

Dear Commissioners,

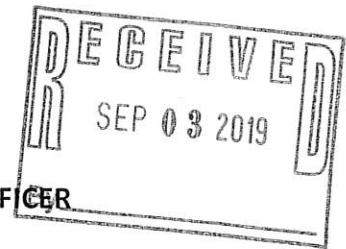
The 26<sup>th</sup> Judicial Circuit Community Corrections Program is requesting the hire of Andrew Pinkney as a Drug Court Counselor. Andrew will be a contract counselor, his rate of pay is \$30.00 per hour and he is scheduled as needed. His start date as counselor will begin as soon as he is approved by the commission. If you have any questions please let me know.

Thank you,

Cheyenne Troxell  
Program Director



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DUSTIN HOLLEN, ANIMAL CONTROL / HUMANE OFFICER

MONTHLY ANIMAL REPORT

August 2019

TRANSACTION	#
Animals picked up by ACO:	31
Dogs	30
Other	1
Animals returned to Owner by ACO:	0
Dogs	0
Other	0
Animals Delivered to LUACF:	30
Dogs	30
Other	0
Animals Quarantined by ACO:	1
Dogs	1
Other	0
Animals Terminated:	1
Dogs	0
Other	1
Total Number of Hours Involved	161

Dustin L. Hollen  
Signature

9-3-19  
Date

(10)

<b>LEWIS-UPSHUR ANIMAL CONTROL FACILITY</b>		
<b>MONTH OF <u>August 2019</u></b>		
	<b>UPSHUR</b>	<b>LEWIS</b>
<b>ADOPTIONS</b>		
CASH	\$325	\$120
CHECK	\$65	\$0
E STORE CREDIT CARD	\$320	\$20
<b>SUBTOTAL</b>	<b>\$710</b>	<b>\$140</b>
<b>SPAY/NEUTER DEPOSIT</b>		
CASH	\$300	\$150
CHECK	\$50	\$0
E STORE CREDIT CARD	\$200	\$50
<b>SUBTOTAL</b>	<b>\$550</b>	<b>\$200</b>
<b>BOARD RESCUE</b>		
CASH	\$50	\$200
CHECK	\$0	\$0
E STORE CREDIT CARD	\$70	\$70
<b>SUBTOTAL</b>	<b>\$120</b>	<b>\$270</b>
<b>MICRO-CHIPPING</b>		
CASH	\$0	\$0
CHECK	\$0	\$0
E STORE CREDIT CARD	\$0	\$0
<b>SUBTOTAL</b>	<b>\$0</b>	<b>\$0</b>
<b>DONATIONS</b>		
CASH	\$0	\$0
CHECK	\$200	\$0
E STORE CREDIT CARD	\$0	\$0
<b>SUBTOTAL</b>	<b>\$200</b>	<b>\$0</b>

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OTHER	\$0	\$0
TOTAL	\$1,580	\$610

EXPLANATION:

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

TRANSACTION	UPSHUR	LEWIS	TOTAL
Cats brought in by City Trapper	4	0	4
Cats brought in by Animal Control Officer	0	1	1
Cats brought in by County Residents	26	7	33
Cats brought in by Law Enforcement	0	0	0
Cats in Drop Box	3	0	3
Cats Quarantined	0	0	0
Cat returned to owner	1	0	1
Cats Escaped	1	0	0
Adoptions:			
With Charge	8	0	8
Without Charge	0	0	0
Rescues:			
With Charge	0	0	0
Without Charge	18	5	23
Euthanasia:			
Owner Request	0	0	0
Other	4	3	7

*Janelle Cochran*  
 Signature

*September 9, 2019*  
 Date



(13)

**LEWIS - UPSHUR ANIMAL CONTROL FACILITY**  
**ANIMAL REPORT (September 9, 2019)**  
**ACCOUNT OF ANIMALS HOUSED AT THE LEWIS - UPSHUR ANIMAL CONTROL FACILITY**  
**FOR THE MONTH OF (August) 2019**

TRANSACTION	UPSHUR	LEWIS	TOTAL
Dogs brought in by Animal Control Officer	30	15	45
Other Animals brought in by Animal Control Officer	0	0	0
Dogs brought in by County Residents	15	2	17
Dogs brought in by Law Enforcement	1	0	1
Dogs in Drop Box	3	0	3
Dogs Quarantined	1	4	5
Dogs Returned to Owner	11	7	18
Dogs Escaped	0	0	0
Adoptions:			
With Charge	14	4	18
Without Charge	0	0	0
Rescues:			
With Charge	8	7	15
Without Charge	1	0	1
Euthanasia:			
Owner Request	0	0	0
Other	0	1	1

*Janelle L. Cochran*  
 Signature

*September 9, 2019*  
 Date

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

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DATE ISSUED	PERMIT NUMBER	UID NUMBER	APPLICANT NAME	APPLICANT ADDRESS	ESTIMATED PROJECT COST	PAID	CHECK, CASH, COUNTY CLERK OR ONLINE	DESCRIPTION OF PROJECT	CONTRACTOR OR PROPERTY OWNER	
8/1/2019	7826	81176	WITHROW, CHARLES AND LESLIE	174 REGER RUN RD, FRENCH CREEK, WV 26218	\$1,000.00	\$15.00	CHECK	10' X 16' FRONT PORCH	SELF	
8/1/2019	7827	11873	THORPE, GREGORY	1306 THORPE MOUNTAIN LN, TALLMANSVILLE, WV 26237	\$20,000.00	\$15.00	CASH	12' X 16' LAUNDRY/BATHROOM; 21' X 12' COVERED PORCH	SELF	
8/1/2019	7828	NEW	LIGHT, RAMON	121 BOXWOOD DR, BUCKHANNON, WV 26201	\$1,500.00	\$15.00	CASH	14' X 70' MOBILE HOME	SELF	
8/5/2019	7829	9699	KOON, BARRY	2011 TENMILE RD, TALLMANSVILLE, WV 26237	\$600.00	\$15.00	OL	8' X 10' STORAGE BUILDINGS (X2)	SELF	
8/5/2019	7830	NEW	CESARO, JAMES	245 DEATON RD, MOUNT GILEAD, NC 27306	\$2,000.00	\$15.00	CASH	12' X 60' SINGLE WIDE MOBILE HOME	SELF	
8/5/2019	7831	11610	WAMSLEY, MARVIN L	957 BRYAN FOSTER RD, BUCKHANNON, WV 26201	\$8,000.00	\$15.00	CASH	WHOLE HOUSE GENERATOR; REBUILD GARAGE WALL; DINING ROOM FLOOR AND DRYWALL; SIDING ON FRONT OF HOUSE	SELF	
8/5/2019	7832	80398	ESPINOSA, GUADALUPE C	71 FISH HAWK DR, ROCK CAVE, WV 26234	\$50,000.00	\$15.00	OL	100' X 50' STORAGE BUILDING	SELF	
8/5/2019	7833	6927	KERNER, JASON	PO BOX 718, BUCKHANNON, WV 26201	\$120,000.00	\$15.00	OL	INTERNAL REMODEL; NEW ROOF ON HALF OF HOUSE; SIDING; REPAIR SUB-FLOOR; MOVING WINDOWS AND DOORS	SELF	
8/6/2019	7834	80919	RILEY, BRADLEY AND STEPHANIE	30 SANTEE RD, BUCKHANNON, WV 26201	\$3,000.00	\$15.00	CHECK	OUT BUILDING	SELF	
8/6/2019	7835	10688	FREDERICK, MARIANNE	11966 RT 20 SOUTH RD, ROCK CAVE, WV 26234	\$10,000.00	\$15.00	CC	SHINGLE ROOF REPLACEMENT	LEIGH ENTERPRISES, 31 CRESCENT AVE, BUCKHANNON, WV 26201	
8/6/2019	7836	1101	NICHOLSON, LUANN	39 CALM DR, BUCKHANNON, WV 26201	\$500.00	\$15.00	CC	REMOVING BACK PORCH AND REPLACING WITH STEPS; REMOVING FRONT DECK AND REPAIRING EXISTING CONCRETE PORCH AND STEPS	SELF	
8/6/2019	7837	1741	HOLT, KENNY	4468 CLARKSBURG RD, BUCKHANNON, WV 26201	\$7,000.00	\$15.00	CC	SHINGLE ROOF REPLACEMENT	LEIGH ENTERPRISES, 31 CRESCENT AVE, BUCKHANNON, WV 26201	
8/6/2019	7838	NEW	NANNERS, CAROLINE	41 SOUTH FLORIDA ST, BUCKHANNON, WV 26201	\$200,000.00	\$15.00	CHECK	1,800 SQ FT NEW MODULAR HOME	MIDDLETON HOMES, 8 COMMERCE BLVD, BUCKHANNON, WV 26201	
8/7/2019	7839	7111	LOWTHER, ED	47 VANTAGE HILL CIR, BUCKHANNON, WV 26201	\$24,000.00	\$15.00	CASH	16' X 24' GARAGE	GARY WOODY CONSTRUCTION INC, 205 SILVERWOOD DR, BUCKHANNON, WV 26201	
8/7/2019	7840	NEW	CHIDESTER, CARL	45 FLATWOOD RUN RD, ROCK CAVE, WV 26234	\$265,000.00	\$15.00	CHECK	32' X 32' NEW TWO STORY HOME WITH BASEMENT	CUTRIGHT HOME BUILDERS, 104 CLEAVENGER BLACKSMITH RD, BUCKHANNON, WV 26201	
8/8/2019	7841	573	DEAN, MILDRED L	78 LEGGETT ADDITION RD, BUCKHANNON, WV 26201	\$1,000.00	\$15.00	CASH	WHEEL CHAIR RAMP	SELF	
8/13/2019	7842	16847	RASCHELLA, FRANK	PO BOX 341, FARMINGTON, WV 26571	\$2,000.00	\$15.00	CC	BUILDING AN ADDITION	SELF	
8/13/2019	7843	NEW	LONG, GEORGE D	2888 SENG RUN RD, FRENCH CREEK, WV 26218	\$2,000.00	\$15.00	CC	10' X 16' LOG CAMP	SELF	
8/13/2019	7844	81053	FRUM, LYNN	1387 TRAINER RD, BUCKHANNON, WV 26201	\$6,138.00	\$15.00	CHECK	INSTALL ACRYLIC TUB LINER AND WALL SURROUND OVER EXISTING TUB AND WALL; REPLACE FIXTURES	OHIO BATH SOLUTIONS DBA BATHTILTER, 542 INDUSTRIAL DR, LEWISBERRY, PA 17339	
8/13/2019	7845	11476	ZICKEFOOSE, MORRIS	13 GRISTMILL DR, HELVETIA, WV 26224	\$2,000.00	\$15.00	CASH	8' X 50' PORCH	SELF	
8/13/2019	7846	9819	MILDREN, BILL	49458 HICKORY LAKES RD, REEDSVILLE, OH 45772	\$5,000.00	\$15.00	CHECK	4" X 750' CULVERT IN THE STREAM BED ALONG THE MIDDLE FORK RIVER; TROUT POND ENHANCEMENT	SELF	FLOODPLAIN; CONDITIONAL; UNDERGROUND WORK
8/13/2019	7847	5929	PETERSON, MARILYN L	242 HEAVENLY GATE LN, FRENCH CREEK, WV 26218	\$4,100.00	\$15.00	CHECK	10' X 16' STORAGE BUILDING	SELF	
					<b>TOTAL</b>	<b>TOTAL</b>				
					<b>\$734,838.00</b>	<b>\$330.00</b>				

**UPSHUR COUNTY BUILDING PERMITS**  
**AUGUST 16, 2019 - AUGUST 31, 2019**

DATE ISSUED	PERMIT NUMBER	UID NUMBER	APPLICANT NAME	APPLICANT ADDRESS	ESTIMATED PROJECT COST	PAID	CHECK, CASH, COUNTY CLERK OR ONLINE	DESCRIPTION OF PROJECT	CONTRACTOR OR PROPERTY OWNER	
8/16/2019	7848	12664	LOFTIS, BARBARA	361 CAROL ST, BUCKHANNON, WV 26201	\$4,050.00	\$15.00	CASH	12' X 20' PORCH REPAIR BY REPLACING DECK BOARDS AND BUILDING NEW STEPS; RESURFACE DRIVEWAY WITH ASPHALT	SELF	
8/16/2019	7849	NEW	BOHMAN, PAUL	260 GLENN ABBY RD, BUCKHANNON, WV 26201	\$170,000.00	\$15.00	CHECK	1,700 SQ FT NEW SINGLE STORY WITH BASEMENT	SELF	
8/19/2019	7850	840	QUEEN, GARY N	3463 HACKERS CREEK RD, BUCKHANNON, WV 26201	\$2,200.00	\$15.00	CHECK	NEW METAL ROOF ON GARAGE AND DECK	SELF	
8/19/2019	7851	1954	BYERS, FAYE	1337 RADABAUGH RIDEGE RD, BUCKHANNON, WV 26201	\$20,000.00	\$15.00	CHECK	ROOFING AND SIDING	SELF	
8/19/2019	7852	NEW	DUKE, CARLA	BUCKHANNON, WV 26201	\$18,000.00	\$15.00	OL	HOUSE SITE PREPARATION, EXCAVATING AND TREE CUTTING	IDEAL PRO INDUSTRIES, INC, 32 MOCKINGBIRD PL. BUCKHANNON, WV 26201	
8/19/2019	7853	10377	DIBICCARI, PAUL	5092 RT 20 SOUTH RD, BUCKHANNON, WV 26201	\$14,500.00	\$15.00	CASH	ROOF, SOFFIT, FASCIA	JIMBO'S HANDS ON CONSTRUCTION LLC, 52 WAGNER RD, ELLAMORE, WV 26267	
8/19/2019	7854	10378	DIBICCARI, PAUL	55148 RT 20 SOUTH RD, BUCKHANNON, WV 26201	\$22,000.00	\$15.00	CASH	ROOF	JIMBO'S HANDS ON CONSTRUCTION LLC, 52 WAGNER RD, ELLAMORE, WV 26267	
8/19/2019	7855	7933	BUCKHANNON UPSHUR WORK ADJUSTMENT CENTER	211 LITTLE SAND RUN RD, BUCKHANNON, WV 26201	\$17,000.00	\$15.00	CHECK	15' X 20' ADDITION	RONALD HURST CONSTRUCTION CO LLC, PO BOX 1051, BUCKHANNON, WV 26201	
8/19/2019	7856	6954	FLETCHER, BARRY	153 MCKENZIE DR, BUCKHANNON, WV 26201	\$50,000.00	\$15.00	CASH	42' X 36' TWO STALL GARAGE	RM BUILDERS, INC, 37 HALL ST, JANE LEW, WV 26378	
8/20/2019	7857	NEW	SMITH, DANIEL J	144 PLEASANTVIEW DR, MCMURRAY, PA 15317	\$35,000.00	\$15.00	CHECK	MOBILE HOME FOR CAMP	SELF	
8/20/2019	7858	81182	WILEY, MIKE	2082 OLD ELKINS RD, BUCKHANNON, WV 26201	\$40,000.00	\$15.00	CHECK	GARAGE - DETACHED	KB CONTRACTING LLC, 165 HYRES DR, FRENCH CREEK, WV 26218	
8/20/2019	7859	11562	WHITELEY, WILLIAM	95 DRAGON DR, BUCKHANNON, WV 26201	\$248.95	\$15.00	CHECK	REPAIR DECK AND EXTEND DECK COVER	SELF	FLOODPLAIN; CONDITIONAL
8/22/2019	7860	11922	MALCOMB, BETTY J	9263 OLD ELKINS RD, BUCKHANNON, WV 26201	\$500.00	\$15.00	CC	10' X 10' STORAGE BUILDING	SELF	
8/22/2019	7861	NEW	GODFREY, EDWARD	115 BLACKFORD RD, BUCKHANNON, WV 26201	\$1,800.00	\$15.00	CASH	16' X 16' GAZEBO; TEMPORARY WOOD SHED; 16' X 18' BUILDING	SELF	
8/22/2019	7862	NEW	MALCOMB, JEFFREY	10747 OLD ELKINS RD, BUCKHANNON, WV 26201	\$4,000.00	\$15.00	CASH	16' X 76' MOBILE HOME WITH PORCHES	SELF	
8/23/2019	7863	4964	KARASHIN, WILLIAM	430 TILLMAN LN, BUCKHANNON, WV 26201	\$14,000.00	\$15.00	CASH	30' X 72' HIGH TUNNEL	SELF	
8/22/2019	7864	728	MT LEBANON CHURCH TRUSTEES	84 MT LEBANON RD, BUCKHANNON, WV 26201	\$12,000.00	\$15.00	CASH	RE-ROOF	AARON ANDERSON, 128 FAYETTE ST, BUCKHANNON, WV 26201	
8/23/2019	7865	6692	EDWARDS, JOHN (BUCK)	75 CHARLES ST, BUCKHANNON, WV 26201	\$9,000.00	\$15.00	CHECK	REPLACE ROOF	SUPERIOR ENVIRONMENTAL SERVICES, 538 COUNTY CLUB RD, BUCKHANNON, WV 26201	
8/23/2019	7866	NEW	POLING, DAVID	PO BOX 2483, BUCKHANNON, WV 26201	\$50,000.00	\$15.00	CASH	12' X 40' ADDITION TO EXISTING 12' X 40' BUILDING MAKING A ONE BEDROOM DWELLING	SELF	
8/26/2019	7867	7887	FAULKNER, TOM	3 TRAIN LN, BUCKHANNON, WV 26201	\$3,000.00	\$15.00	CC	NEW METAL ROOF	SELF	

(16)

8/27/2019	7868	NEW	HOWES, DELLA	1403 UPPER PECKS RUN RD, BUCKHANNON, WV 26201	\$2,000.00	\$15.00	CC	70' X 12' MOBILE HOME	SELF	
8/27/2019	7869	NEW	HOWES, DELLA	1403 UPPER PECKS RUN RD, BUCKHANNON, WV 26201	\$1,500.00	\$15.00	CC	12' X 60' MOBIL HOME	SELF	
8/28/2019	7870	1247	WRIGHT, ELIZABETH	96 DICK HALL RD, BUCKHANNON, WV 26201	\$450.00	\$15.00	CASH	8' X 16' ADDITION TO EXISTING DECK	SELF	
8/28/2019	7871	12701	DONAHUE, GERARD A	125 ALLMAN AVE, BUCKHANNON, WV 26201	\$10,000.00	\$15.00	OL	NEW ROOF ON 40' X 50' HOME	WOODY HOME IMPROVEMENT, 496 NATURAL BRIDGE RD, FRENCH CREEK, WV 26218	
8/29/2019	7872	9462	RYAN, RUTH	2855 PHILLIPS RIDGE RD, FRENCH CREEK, WV 26218	\$5,000.00	\$15.00	CASH	12' X 16' ADDITION	SELF	
8/29/2019	7873	2741	MILLER, LYNN	1680 TRAINER RD, BUCKHANNON, WV 26201	\$2,500.00	\$15.00	CC	SUN ROOM ON PORCH	SELF	
8/29/2019	7874	5425	HINKLE, WILLIAM	1910 HINKLE RIDGE RD, FRENCH CREEK, WV 26218	\$7,000.00	\$15.00	CHECK	10' X 20' STORAGE BUILDING AND NEW ROOF ON HOUSE	SELF	
8/29/2019	7875	2238	BENNETT, JAMES	7762 KESLING MILL RD, BUCKHANNON, WV 26201	\$800.00	\$15.00	CASH	30' X 8' PORCH	SELF	
8/29/2019	7876	81633	BENNETT, TERRI JO	1971 LAUREL RUN RD, TALLMANVILLE, WV 26237	\$20,000.00	\$15.00	CASH	30' YURT	K & L BUILDERS LLC, 2883 BEECHTOWN RD, FRENCH CREEK, WV 26218	
8/30/2019	7877	5276	LONG, DEREK	2245 BRUSHY FORK RD, BUCKHANNON, WV 26201	\$25,000.00	\$15.00	CC	NEW ROOF SHINGLES	DESIGN ROOFING, 104 BRENT WAY, HURRICANE, WV 25526	
8/30/2019	7878	80042	THOMPSON, GERALD	166 ASPHEM DR, BUCKHANNON, WV 26201	\$12,000.00	\$15.00	CHECK	METAL ROOF	APPALACHIAN ROOFING, 2742 FRENCHTON RD, FRENCH CREEK, WV 26218	
8/30/2019	7879	NEW	BAXA, DAVID	73 SOUTH FLORIDA ST, BUCKHANNON, WV 26201	\$3,000.00	\$15.00	CASH	10' X 20' BUILDING	SELF	
8/30/2019	7880	80128	GARRISON, MARCELLA	PO BOX 1001, BUCKHANNON, WV 26201	\$4,000.00	\$15.00	CHECK	RE-ROOF HOUSE SHINGLES	SELF	
					TOTAL	TOTAL				
					\$580,548.95	\$495.00				
					GRAND TOTAL	GRAND TOTAL				
					\$1,315,386.95	\$825.00				



# October 2019

## JAMES W. CURRY PUBLIC LIBRARY

1721 BROOKS HILL ROAD, FRENCH CREEK, WV 26218

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

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

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<p>Coming in December</p>  <p><b>Santa's Workshop</b> CHILDREN'S PROGRAM SATURDAY, DECEMBER 7<sup>TH</sup> CALL FOR DETAILS: REGISTRATION REQUIRED</p>		<p>1</p> <p><b>FAMILY Storytime</b> 5:45 PM ... (SOS) ...</p>	<p>2</p> <p><b>CALLANETICS WITH BEV'LY ANN</b> 5:45 PM</p>	<p>3</p> <p><b>QUILTING FUN</b> 2:00 PM</p>	<p>4</p> <p><b>CALLANETICS WITH BEV'LY ANN</b> 2:00 PM <b>BROOKS HILL COMMUNITY BUILDING SOCIAL</b> 7 PM</p>	<p>5</p>
<p>6</p>	<p>7</p> <p><b>CALLANETICS WITH BEV'LY ANN</b> 2:00 PM</p>	<p>8</p> <p><b>FAMILY Storytime</b> 5:45 PM MOON</p>	<p>9</p> <p><b>CALLANETICS WITH BEV'LY ANN</b> 5:45 PM</p>	<p>10</p> <p><b>QUILTING FUN</b> 2:00 PM</p>	<p>11</p> <p><b>CALLANETICS WITH BEV'LY ANN</b> 2:00 PM</p>	<p>12</p>
<p>13</p>	<p>14</p> <p><b>We Will Be CLOSED</b> Monday, OCTOBER 14 IN OBSERVANCE OF COLUMBUS DAY</p> 	<p>15</p> <p><b>FAMILY Storytime</b> 5:45 PM GREAT PASTA-BILITES</p>	<p>16</p> <p><b>CALLANETICS WITH BEV'LY ANN</b> 5:45 PM</p>	<p>17</p> <p><b>QUILTING FUN</b> 2:00 PM</p>	<p>18</p> <p><b>CALLANETICS WITH BEV'LY ANN</b> 2:00 PM</p>	<p>19</p>
<p>20</p>	<p>21</p> <p><b>CALLANETICS WITH BEV'LY ANN</b> 2:00 PM</p>	<p>22</p> <p><b>FAMILY Storytime</b> 5:45 PM "OH, SAY CAN YOU..."</p>	<p>23</p> <p><b>ADVISORY BOARD MEETING</b> 10 AM <b>FUND RAISING COMMITTEE MEETING</b> 11:30 AM</p> <p><b>CALLANETICS WITH BEV'LY ANN</b> 5:45 PM</p>	<p>24</p> <p><b>QUILTING FUN</b> 2:00 PM</p>	<p>25</p> <p><b>CALLANETICS WITH BEV'LY ANN</b> 2:00 PM <b>BELBYVILLE VOLUNTEER FIRE DEPARTMENT HAY RIDE</b></p>	<p>26</p>
<p>27</p>	<p>28</p> <p><b>CALLANETICS WITH BEV'LY ANN</b> 2:00 PM</p>	<p>29</p> <p><b>FAMILY Storytime</b> 5:45 PM DON'T BUG ME!</p>	<p>30</p> <p><b>CALLANETICS WITH BEV'LY ANN</b> 5:45 PM</p>	<p>31</p> <p><b>COMMUNITY TRICK OR TREAT</b> 6 PM</p>	<p>SUPPORT THE SVFD &amp; HAVE SOME FUN! TAKE A HAYRIDE TO CURRY PARK FOR A SPOOKY STORY TRAIL THEN STOP BY THE LABORATORY... LIBRARY FOR SOME MAD SCIENCE FUN &amp; REFRESHMENTS. THEN IT IS BACK TO SVFD FOR DANCING &amp; A COSTUME CONTEST. FEES APPLY AT SVFD, LIBRARY ACTIVITIES BY DONATION.</p>  	

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

## **COMMUNITY CORRECTIONS**

### **Board Meeting Agenda**

**September 9, 2019**

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

#### **I. Handouts**

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

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

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

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

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

UPSHUR COUNTY SAFE STRUCTURES AND SITES  
ENFORCEMENT BOARD

19

Meeting Agenda  
Upshur County Administrative Annex  
Thursday, September 12, 2019  
3:00 p.m.

\*\*\*\*\*

- I. Call meeting to order
- II. Recognition of Guests
- III. Public Comment
- IV. Approval of previous meeting(s) minutes
  - August 8, 2019
- V. Report and/or action on Pending Cases
  - 061418-03 (Best) – Sold at tax sale, property owner has 18 months to redeem – waiting until the end of the 18-month period to see if the new owner brings the property into compliance – Sold during tax sale during November 2018. Discuss during May 2020 meeting.
  - 041119-01 (Knight) – Review photographs of property
  - 041119-02 (Perrine) – Review photographs of property
  - 061319-01 (Riffle) – Initial deadline to bring property into compliance is 10/9/19
  - 071119-01 (Harper) – Review photographs of property
- VI. Consider requests to establish new cases
  - 2 new Complaints
- VII. Adjournment

The next Safe Structures & Sites Board Meeting will be held on Thursday, October 10, 2019 beginning at 3:00 p.m. at the Upshur County Administrative Annex, 91 West Main Street, Suite 101, Buckhannon, WV.



# ***Buckhannon-Upshur Airport Authority Agenda***

***Buckhannon-Upshur Airport Authority-W22 Terminal Building***

***Thursday, September 12, 2019 at 2:00 pm***

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- 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
  - Secretary's Report – Rich Clemens, Secretary
    - CofC Open House at Airport – September 16, noon
  - Engineering Reports – Chapman/Technical
    - Terminal building project update including Change Order No. 4 for approval.
    - FAA reimbursement grant for review and approval.
  - Operations – Jamie Wilt, Jennifer Powers
    - Fuel Prices/Inventory
- 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
- G. New Business:
  - Plan to initiate the new terminal building (furnishings, equipment, move-in, grand opening ceremony, etc.)
  - Officer elections
  - Data processing equipment purchase approval
  - Report from Jeff Bubar
- H. Board Member Comments and Announcements
- I. Adjournment



(21)

Elkins Road Public Service District  
Board of Directors' Regular Meeting  
August 6, 2019

The regular monthly meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Tuesday, August 6, 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 five (5) customers were present.

**APPROVAL OF MINUTES**

Minutes of July 2, 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

**RAY ECKES AND PATRICIA HIGHAM**

The above named seasonal customers came to the Board meeting to discuss water damage to their summer house in Ellamore built in 1962; their actual residence is in Roanoke, WV. Customer had the water turned off at the meter in November 2016 by the PSD but failed to turn the water off under his house; house was not checked for three years by customer. Sometime after January 2018 a line split under his house due to very cold weather. It was discovered the meter was only half turned off (don't know if someone got into the pit or what happened there), water was leaking from the split for many months and was not caught by the customer or our meter reader (who is no longer working for us). A huge amount of water was lost due to neglect on both sides and has now been turned over to our insurance for evaluation by them.

**METER READER DISMISSAL – ROCKIE NOTTINGHAM**

It was brought to the attention of the Board with the above claim that Rockie Nottingham was not performing his duties and was charging us for meters not being read. Larry Heater made a motion to dismiss Rockie Nottingham. Sonny Matthews seconded. Motion carried

(22)

Elkins Road Public Service District  
Board of Directors' Regular Meeting  
August 6, 2019

**BACK UP HELP FOR SYSTEM OPERATOR**

Discussion followed on several options to obtain a backup helper for our system operator. This particular item will be revisited at our next meeting in September.

**POLICY FOR METER READING**

We will be drafting a new policy to address the responsibilities of our office as well as the customer's when dealing with seasonal shut offs. To be presented at a future meeting for approval.

**PHASE III EXTENSION PROJECT**

No invoices were presented by Region VII for payment.

Carey and Carolyn brought Board members up to date on Phase III Extension through information garnered from conference call earlier that day. Land acquisitions for booster station sites have been verbally approved by land owners according to Amanda Sutphin with CTG. Chapman Technical Group's office will be sending an email to the attorney, David Glover, to begin preparation of Preliminary Title Opinion (draft only) to be submitted to Cary Smith at Region VII. Then she will be able to submit all that will be needed to begin bidding for our extension to actually begin.

**MAINTENANCE**

Dave Wamsley, System Operator, discussed the July Maintenance Report which he had prepared for the meeting. Since the meter reader was dismissed it is now going to be Dave's job to read out meters and will no longer out sourced.

**PERSONNEL**

Board approved the hiring of Nora Linzy Wilson as the new Billing Clerk to replace Sharon Burr who retired.

Discussion followed on offering health insurance to employee only and best ways to go about obtaining this coverage.

23

Elkins Road Public Service District  
Board of Directors' Regular Meeting  
August 6, 2019

There being no further business, the meeting adjourned on motion made by Sonny Matthews and seconded by Larry Heater. Meeting adjourned at 6:55 p.m.

The next regular monthly meeting will be held on Tuesday, September 3, 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

<b>Meeting</b>	<i>Regular Monthly Meeting</i>	<b>Start Time</b>	<i>5:30 PM</i>
<b>Date</b>	<i>Tuesday, August 6, 2019</i>	<b>Place</b>	<i>P.S.D. Office 4536 Old Elkins Rd, Buckhannon</i>

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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 - July 2, 2019 Regular Monthly Meeting	<b>Vote</b>
Treasurer Report/Payment of Bills for August/bal of July Invoices	<b>Vote</b>

**ITEMS FOR DISCUSSION**

<b>Ray Eckes and Patricia Higham</b>	<b>Vote</b>
Busted line under dwelling HC 71 Box 85	
Seasonal customer	

<b>Meter Reader Dismissal-Rockle Nottingham</b>	<b>Vote</b>
Explanation of problems	

<b>Back Up Help for System Operator</b>	<b>Vote</b>
Discuss Options	

<b>Policy for Meter Reading</b>	<b>Vote</b>
Seasonal customers	

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

**Maintenance Report**

**Personnel**

New Billing Clerk-Nora Linzy Wilson

Benefit offering - Health Ins. To Employee only; no family coverage

**Date & Time of September 2019 Meeting - Tuesday, September 3, 2019 @ 5:30 pm**

<b>Adjournment</b>	<b>Vote</b>
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*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!!!! ☺)*





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For the period from August 1 to August 31, 2019									
Page 2									
Date	Check #	Payee	Pay Today	Deposit	8/13/2019	8/20/2019	8/27/2019		
8/6/2019	15294	Carey Wagner	\$125.00						
8/6/2019	15295	WV DOH-District 7	\$51.00						
		WV CoRP							
8/6/2019		WV Municipal Bond Comm. EFT	\$3,290.00						
8/6/2019		WV Municipal Bond Comm. EFT	\$4,369.89						
8/6/2019	15296	US Postmaster/Billing							
		Payroll			\$2,800.00		\$2,800.00		
		Nora L Wilson							
		Carolyn S Douglas							
		David M Wamsley							
		Total	\$28,443.41	\$0.00	\$2,800.00	\$14,960.84	\$5,065.00	\$0.00	
Grand total for month:									
\$51,269.25									
Note: MonPower Auto Deducts average									
per month is approximately: \$2,000.00									
</									

27

ELKINS ROAD PSD 2 - CHECK REGISTER								
For the period from August 1 to August 31, 2019								
Date	Check #	Payee	Pay Today	Deposit	8/13/2019	8/20/2019	8/27/2019	
8/6/2019	1042	Elkins Road PSD #131		\$23,000.00				
8/9/2019	1043	Elkins Road PSD #131		\$4,000.00				
8/6/2019		WV Consolidated Public Retire. EFT	\$1,291.36					
8/6/2019		Chase - 941 Deposit EFT	\$2,162.54					
8/6/2019		WV State Tax Dept. EFT	\$408.00					
8/6/2019	15273	Atlas Group LLC	\$7,309.00					
8/6/2019	15274	City of Buckhannon	\$31.13					
		City of Buckhannon				\$12,665.84		
8/6/2019	15275	C I Thornburg Co	\$886.33					
8/6/2019	15276	Core & Main	\$3,781.68					
8/6/2019	15277	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	
8/6/2019	15278	Ford Motor Credit	\$582.16					
8/6/2019	15279	Frontier	\$252.10					
8/6/2019	15280	GJ Garlon	\$625.00					
8/6/2019	15281	Larry J. Heater	\$125.00					
8/6/2019	15282	Sonny Matthews	\$125.00					
8/6/2019	15283	Micrologic Inc.	\$85.00					
8/6/2019	15284	Monpower	\$133.67					
8/6/2019	15285	Mountain State Pest Guard	\$28.75					
8/6/2019	15286	Quill	\$61.57					
8/6/2019	15287	Randall Osburn	\$1,000.00					
8/6/2019	15288	Randall Osburn	\$544.04					
8/6/2019	15289	Sheriff of Upshur County	\$50.00					
8/6/2019	15290	Record Delta	\$175.00					
		Rural Development				\$2,295.00		
8/6/2019	15291	Snowshoe Resort	\$744.00					
8/6/2019	15292	Triple L Mart	\$289.89					
		USA Bluebook						
8/6/2019	15293	US Cellular	\$67.30					



**Upshur County Family Resource Network**

**General Membership Meeting**

**August 12, 2019**

**Meeting Minutes**

**Board Members present:** Dr. Joseph Reed, Tonya Kittle, Addie Helmick, Jodi McQuillan, Tina Helmick, and Debora Brockleman.

**Board Members not present:** Jodie Akers, Matt Kerner, Susan Duranti (but did attend board meeting), Phyllis Sembello, Kristie Tenney, and Angel Harvey.

**Staff:** Lori Ulderich Harvey, and Ginny Dixon.

- **Community Members present:** Beth Rogers (Upshur County Public Library), Kathy McMurray (Mountain CAP), Rachel Strawder (Literacy Volunteers), Danielle Torrez (Appalachian Community Health Center), Marjorie Burdick (The Health Plan), Delora Kittle (BUMFS-SAH), Mary Blake (BUMFS-SAH), Sarah Campbell (Upshur County Senior Center, Bruce Whitten (DHHR Adolescent Pregnancy Prevention), Emma Rexroad (UniCare), Angie Hinchman (WV Birth to Three), and Sherry Kuhl (Aetna).

**Opening/Invocation:** Dr. Joseph Reed, Board chair, opened the meeting. Addie Helmick provided our invocation. As the meeting progressed, we snapped green beans provided by Dr. Reed.

**Introductions:** Introductions were made around the room, each sharing his or her group affiliation where appropriate. Addie Helmick provided the new name for WAIC (Women's Aid in Crisis): Centers Against Violence.

**FRN Director's Report:** Lori announced that during Children's Festival on 9/14/19, FRN will have a "cool down" tent or quiet zone. Debora Brockleman added that she would like to see more organizations participating than have registered to date. Lori also noted that Trunk or Treat will be held October 30<sup>th</sup> from 6:30-9:00 pm. At the Foster Care/Adoption Support Group's first meeting on July 30<sup>th</sup> we had 5 families present and 5 or more volunteers. Sarah Campbell spoke briefly today about the Healthy Grandfamilies Initiative; a training for facilitators will be held August 29<sup>th</sup>. Tina Helmick, CSM with DHHR for Lewis, Upshur and Braxton Counties, informed us that there are many "kinship" providers who are fostering children in WV, some of which are not related to the child but have some sort of an established relationship with that child (e.g. teachers). She added that the Family First Prevention Services Act came into being in February, 2018. DHHR is doing more preventative services in an effort to keep families together. Lastly, Lori distributed flyers for the Fall family social dates.

**Guest Speaker:** Kathy McMurray, executive director of Mountain CAP, provided some preliminary results of their Community Needs Assessment which is conducted every 3 years in Upshur, Braxton and Webster Counties, to determine the needs of low income people. Nine service providers completed the survey, and 84 recipients responded. Kathy provided a 2 page chart of primary and secondary needs as expressed in the survey. She also noted that 211 is being reborn; this is a social service information number.

**Information Sharing:**

- **Dr. Joseph Reed** advised that he is working on assembling a panel (both pro and con) to discuss the gun issue. He would like to be emailed ([jbreed1@frontier.com](mailto:jbreed1@frontier.com)) with ideas on

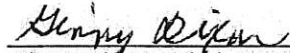


whom to include on the panel.


- **Danielle Torrez** works in children's outreach. She would like to know what sort of issues/problems service providers see the most. Her email is [dtorrez@achcinc.org](mailto:dtorrez@achcinc.org).
- **Bruce Whitten** informed us that he goes into both middle and high schools to provide students with information on healthy relationships and prevention (pregnancy, drugs, other skills), as well as advocating abstinence. Bruce noted that his work is not about abortion. He covers 14 counties and is looking for school nurse contacts.

Our next meeting will be September 9, 2019 at 12:00 noon.

Respectfully submitted,

  
Ginny Dixon, Administrative Assistant  
Upshur County FRN

  
Board Member

  
Board Member

**Upshur County Solid Waste Authority**  
**Board of Directors Meeting**  
***MINUTES***  
**August 12, 2019**

Chair Joyce Harris-Thacker called the regularly scheduled meeting to order in the Conference Room of the UCSWA (located at 380 Mudlick Road, Suite 102, Buckhannon, WV 26201) at 4:30 PM on August 12, 2019.

Present at the meeting were: Joyce Harris-Thacker, Mary Gower, G. Paul Richter, Jacqueline (Jackie) McDaniels, James S. "Jay" Hollen, III, and Director Burl Smith. A quorum was present. There were two guests: Beth A. Henry-Vance, Public Information Specialist, WV Department of Environmental Protection; and, Jeff Wamsley, Supervisor, City of Buckhannon Waste Collection Department.

Minutes of the July 8, 2019 meeting had previously been sent to the members and were part of the Agenda packet. A motion to accept the minutes by Paul and second by Mary. Motion carried. The minutes were signed by the Chair and Director.

The Financial Report for July was presented by the Treasurer, Jay. Register Reports for the four bank accounts with First Community Bank covering July, 2019 were presented. The ending balances for the accounts are as follows:

• REAP Account	\$ 100.00
• SWMB Account	\$ 100.00
• Money Mkt Account	\$ 19,547.91
• Operating Account	\$ 11,292.55

A motion to accept by Paul and seconded by Mary. Motion carried.

**Director's Report:**

Burl Smith presented a written copy of the Director's Report for the Period from July 9, 2019 to August 12, 2019, a copy of which is attached as part of the minutes. Additionally, Burl noted that some items he had been working on will be covered under Old and New Business.

**Recognition of Guests:**

Beth A. Henry-Vance noted the August 3rd Adopt-A-Highway (AAH) volunteer picnic at Canaan Valley Resort which recognized 30 years of the appreciation picnic. Burl was in attendance at that picnic. She also thanked the UCSWA for the financial support to various youth environmental programs.

Jeff Wamsley noted that the recycling program of the City is still addressing the current marketing problems that affect all programs nationwide.

**Old Business: None.**

- **FY 2020 SWMB Grant Approval Forms---** Burl noted that notification had been received of the approval of the grant application for \$9300.00 which was the entire amount requested. A motion by Jay to authorize the Chair to sign the necessary documents for grant acceptance and implementation. Second by Paul. Motion carried. Burl reported that he had already completed the online grant administration training and passed the test.
- **AWVSWA Educational Conference Attendance, 10/20-22/2019 at Canaan Valley Resort---** Burl requested a list of those attending the conference. The SWMB Grant will pay the conference expenses. Jay, Burl and possibly Paul will be attending. Burl will make the registrations and the room reservations.
- **Free Paper Shred Event, Sept. 7, 2019---** This event will take place at Crossroads Recycling Center, next to Walmart on Saturday, 9/7/19, from 9:00 AM -12:00 PM. Almost all board members volunteered to help Burl with the event.
- **WV DEP Youth Environmental Conference, Request for Donation ---** Burl presented a written request that he had received for support. Motion by Jay to support the same amount as last year, \$360.00. Second by Paul. Motion carried. Burl is to request that consideration be given priority to Upshur County youth for attendance.
- **Children's Festival at Stockert Youth Center, September 14<sup>th</sup>, 10 AM to 2 PM---** Burl had received an email request for the UCSWA to participate. Burl is to man the table on behalf of the UCSWA. Possibly, Beth A. Henry-Vance will participate on behalf of the WV DEP.
- **Director of UCSWA, Replacement Discussion--** Limited discussion took place relative to replacing Burl who has chosen to step down as director upon a replacement being found or no later than June 30, 2020.

Respectfully Submitted,

(Original Signature Copy to be maintained in the UCSWA Office)

Joyce Harris-Thacker, Chair

**The Director's Report is attached on Pages 3 of 3.**



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## UPSHUR COUNTY SOLID WASTE AUTHORITY

### DIRECTOR'S REPORT---Burl Smith

Period from July 9, 2019 to August 12, 2019

#### Activities include:

- Prepared and distributed by email the minutes of the 7/8/19 meeting.
- Checked [upshurwa@yahoo.com](mailto:upshurwa@yahoo.com) email daily.
- Checked mail at Post Office 2 or more times per week.
- Received email of Direct Deposit to Operating Account of SWMB Assessment check (\$1759.60) on 7/22/19. I made a copy of the notice and put in file.
- No Upshur County Magistrate Court checks during this time period.
- Received monthly bank statements on the four accounts and reconciled balances. Everything is okay for July, 2019. I printed Register Reports for the bank accounts showing current month transactions for the Operating and Money Market accounts and all transactions for REAP and SWMB accounts for the current Grants. No activity in SWMB and REAP accounts, \$100.00 minimum balance for both.
- Prepared checks for payment of bills.
- Cleaned office.
- Prepared Agenda and meeting package for the regularly scheduled 8/12/19 meeting. Posted Agenda on the office window and emailed to UCSWA Board, Upshur County Commission, press, etc.
- Pickup of litter at Crossroads Recycling Center was done twice this month.
- Received notice that FY 2020 REAP Grant application was received and is complete.
- Received notice of approval of \$9300.00 for FY 2020 SWMB Grant. This is the entire amount requested. I prepared documents for Chair's signature and took online grant training and passed the training test.
- Received request from Upshur FRN for the UCSWA to have a booth at the SYC Children's Festival on September 14<sup>th</sup>. Will discuss at Board meeting.
- Paper Shred Event for Sept 7th, 9-12: Confirmed the date with Shred-It; began advertising through the RecordDelta and the Prospector; got signs updated to be posted. Need help with traffic control.
- Received notice of AWVSWA Educational Conference and need to pre-register. Will discuss at Board meeting.
- Received request from WV DEP for Youth Environmental Conference support. Agenda item for August Board meeting.

*Thanks---Burl*