

Upshur County Commission Meeting Agenda

- Location: Upshur County Courthouse Annex
If you prefer to participate by telephone, please dial 1-800-719-6100 (toll free) or 1-717-275-8940 or 1-712-832-8330 Access Code: 898 8882 to enter the conference call
- Date of Meeting: June 18, 2020
- 9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
 - June 4, 2020
- 9:15 a.m. Approval and signature of the FY21 Prevention Resource Officer Agreement allowing for a second PRO to be stationed at the Buckhannon-Upshur High School. * Page 6-11
- 9:30 a.m. Terri Jo Bennett, Upshur County Addressing and Mapping, Building Permit and Floodplain Coordinator – Wellness Complex update
- 9:45 a.m. Rob Hinton, Upshur County Development Authority Executive Director -- Acceptance and Signature of the Upshur County Development Association, Inc. Agreement to Assign Dividends * Page 12-13
- 10:00 a.m. Katie Loudin – Request for vicious/dangerous dog Ordinance
- 10:15 a.m. Certification of Election Results
- 10:30 a.m. Banks Volunteer Fire Chief John Roby: Discuss communications in the Southern part of the County
- 10:45 a.m. Mitchell Shaw, Upshur County Recreation Complex President – Complex update and request for funding assistance
- 1:00 p.m. Supervisor Meeting
- 2:00 p.m. Policy Board Meeting

Items for Discussion / Action / Approval:

1. Correspondence from Dr. Joseph B. Reed, on behalf of the Upshur County Tobacco Prevention Coalition, requesting a contribution of \$300 to support two BUHS 10th graders to serve as Ambassadors in a “Catch My Breath” program and training over the summer. The program consists of five one-hour per week online training programs to enable them to work in the schools to promote avoidance of tobacco and vaping. The funds will be used to reimburse students for their time and effort depending upon their participation. * Page 14
2. Approval and signature of a letter of support for the Upshur County Trails group “Try This West Virginia” grant application. If awarded, funds will be utilized to enhance the signage at the Upshur County Recreational Park. * Page 15

3. Correspondence from JJ Ford requesting reappointment to the Buckhannon-Upshur Parks and Recreation Advisory Board. Mr. Ford's current term expires on June 30, 2020. Upon approval, Mr. Ford's new term will expire on June 30, 2022. * Page 16
4. Correspondence from Josh Hinchman requesting reappointment to the Buckhannon-Upshur Parks and Recreation Advisory Board. Mr. Hinchman's current term expires on June 30, 2020. Upon approval, Mr. Hinchman's new term will expire on June 30, 2022. * Page 17
5. Correspondence from Rick Harlow requesting reappointment to the Upshur County Safe Structures and Sites Enforcement Board. Mr. Harlow is currently the Fire Chief representative and his term expires on June 30, 2020. Upon approval, his term will expire on June 30, 2022. * Page 18
6. Correspondence from Chris Cook requesting reappointment to the Upshur County Safe Structures and Sites Enforcement Board. Mr. Cook is currently a community representative and his term expires on June 30, 2020. Upon approval, his term will expire on June 30, 2022. * Page 19
7. Correspondence from Kenneth "Brian" Shreves requesting reappointment to the Upshur County Safe Structures and Sites Enforcement Board. Mr. Shreves is currently a community representative and his term expires on June 30, 2020. Upon approval, his term will expire on June 30, 2022. * Page 20
8. Correspondence from Robert N. Skinner, II, requesting reappointment to the Corridor H Authority. Mr. Skinner's term expires on June 30, 2020. Upon approval, Mr. Skinner's new term will expire on June 30, 2024. * Page 21
9. Consider two appointments to the Upshur-Buckhannon Board of Health. Terms will be July 1, 2020 through June 30, 2025. *
 1. Correspondence from Amy Queen requesting reappointment. Ms. Queen's current term on the Board expires on June 30, 2020. Page 22
 2. (a.) Correspondence from Teresa Kee requesting reappointment. Ms. Kee's current term on the Board expires on June 30, 2020. Page 23
 (b.) Correspondence from J. Edward McDaniels requesting consideration for appointment to the Board. Page 24
10. Correspondence from Sheriff David H. Coffman requesting approval to hire a temporary/seasonal tax deputy for approximately 5-6 weeks. Upon approval, the temporary Tax Deputy will be paid \$10 per hour and work 40 hours per week. * Under separate cover
11. Consider Resignation of Employee * Under separate cover
Item may lead to Executive Session per WV Code §6-9A-4
12. Consider Resignation of Employee * Under separate cover
Item may lead to Executive Session per WV Code §6-9A-4
13. 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. Frontier Communications “Notice of Commencement” – This notice provides information to various stakeholders of the Company about the restructuring process entered into on April 14, 2020. No action is required at this time. Page 25-37

2. Public Service Commission of West Virginia – Commission Order issued June 5, 2020 Page 38-41

3. Correspondence from Dr. Sara Lewis-Stankus, Upshur County Schools Superintendent, recommending Linda Riegel to serve as the Upshur County Schools representative on the Upshur County Public Library Board. Page 42

4. Lewis-Upshur Animal Control Facility Reports for the months of May, 2020 Page 43-46
 - Adoption Financial Transactions
 - Cat Report
 - Animal Report
 - Animal Control/Humane Officer Animal Report

5. Upshur County Mileage Reports – May, 2020 Page 47-57
 - Upshur 911
 - Maintenance
 - Emergency Management
 - Sheriff
 - Addressing and Mapping
 - Community Corrections
 - Dog Pound

6. Public Notices:
 - a) Newsletters and/or Event Notifications:
 - The Curry Courier May 2020 Page 58-61

 - b) Agendas and/or Notice of Meetings:

• Elkins Road PSD	June 10, 2020	<u>Page 62</u>
• Tennerton PSD	June 10, 2020	<u>Page 63</u>
• Upshur County Senior Center	June 10, 2020	<u>Page 64</u>
• Upshur County Convention & Visitors Bureau	June 10, 2020	<u>Page 65</u>
• Buckhannon-Upshur Airport Authority	June 11, 2020	<u>Page 66</u>
• Upshur County Safe Structures and Sites Enforcement Board	June 11, 2020	<u>Page 67</u>
• Buckhannon-Upshur Parks & Recreation Advisory Board	June 15, 2020	<u>Page 68</u>
• Upshur County Fire Board, Inc.	June 16, 2020	<u>Page 69</u>
• Upshur County Farmland Protection Board	June 18, 2020	<u>Page 70</u>
• City Council of Buckhannon	June 18, 2020	<u>Page 71</u>

 - c) Meeting Minutes:

• Hodgesville PSD	May 5, 2020	<u>Page 72-73</u>
• Adrian PSD	May 7, 2020	<u>Page 74</u>

- Upshur County Solid Waste Authority May 11, 2020 Page 75-81
- Elkins Road PSD May 12, 2020 Page 82-83
- Tennerton PSD May 13, 2020 Page 84-85

d) Meetings:

- 06/09/20 5:30 p.m. Elkins Road PSD
- 06/02/20 4:00 p.m. Hodgesville PSD
- 06/04/20 7:00 p.m. Banks District VFD
- 06/04/20 7:00 p.m. City Council of Buckhannon
- 06/04/20 7:00 p.m. Selbyville VFD
- 06/08/20 12:00 p.m. Upshur County Family Resource Network
- 06/08/20 4:30 p.m. Upshur County Solid Waste Authority
- 06/08/20 5:30 p.m. Buckhannon-Upshur Recreational Park Advisory Board
- 06/01/20 6:00 p.m. Lewis-Upshur Community Corrections Board
- 06/09/20 7:30 p.m. Adrian VFD
- 07/16/20 6:00 p.m. Buckhannon-Upshur Board of Health
- 06/17/20 7:00 a.m. Upshur County Development Authority – Exec. Board
- 06/17/20 12:00 p.m. Upshur County Senior Center Board
- 06/10/20 3:00 p.m. Upshur County Conventions & Visitors Bureau
- 06/10/20 7:00 p.m. Warren District VFD
- 06/04/20 3:00 p.m. Adrian PSD
- 06/10/20 3:00 p.m. Tennerton PSD
- 06/11/20 3:00 p.m. Upshur County Safe Sites & Structures Enforcement Board
- 06/11/20 7:30 p.m. Buckhannon VFD
- 06/11/20 4:00 p.m. Buckhannon Upshur Airport Authority
- 06/18/20 6:30 p.m. Upshur County Youth Camp Board
- 06/21/20 6:00 p.m. Washington District VFD
- 06/15/20 12:00 p.m. Buckhannon-Upshur Chamber of Commerce
- 06/17/20 4:00 p.m. Upshur County Public Library Board
- 06/16/20 10:00 a.m. Wes-Mon-Ty Resource Conservation & Development Council
- 06/16/20 6:30 p.m. Upshur County Fire Board, Inc.
- 06/23/20 5:00 p.m. UC Enhanced Emergency Telephone Advisory Board
- 06/10/20 7:00 p.m. Ellamore VFD
- 06/17/20 12:00 p.m. Lewis Upshur LEPC
- 06/18/20 2:00 p.m. Upshur County Farmland Protection Board
- 06/24/20 10:00 a.m. James W. Curry Advisory Board
- 06/22/20 7:00 p.m. Upshur County Fire Fighters Association
- 06/10/20 6:00 p.m. Buckhannon River Watershed Association - Farm Bureau
- 06/12/20 11:00 a.m. Region VI Local Elected Officials – Kingwood -- CANCELLED
- 06/22/20 12:00 p.m. Region VII Planning and Development Council

****NOTICE: All in person county board meetings may resume, effective May 18th; however, teleconference meetings are encouraged and social distancing must be followed. ****

1. Appointments Needed or Upcoming:

- Buckhannon-Upshur Board of Health (Teresa Kee – 06-30-2020) --- Commission
- Buckhannon-Upshur Board of Health (Amy Rohr-Queen – 06-30-2020) --- Commission
- Buckhannon-Upshur Board of Health (Larry Carpenter – 06-30-2020) --- City

- Upshur County Fire Board, Inc. (Linn Baxa – 6-30-2020) – Fire Association Representative
- Hodgesville PSD (Roger Ward – 6-30-2020)
- Elkins Road PSD (Larry Heater – 6-30-2020)
- Upshur County Solid Waste Authority (Joyce Harris-Thacker – 6-30-2020) --- Commission
- Upshur County Solid Waste Authority (Mary L. Gower – 6-30-2020) --- Conservation District
- Upshur County Safe Sites & Structures Enforcement Board (Rick Harlow – 6-30-2020) --- Fire Chief
- Upshur County Safe Sites & Structures Enforcement Board (Chris Cook – 6-30-2020) --- Community
- Upshur County Safe Sites & Structures Enforcement Board (Brian Shreves – 6-30-2020) -- Community
- Buckhannon-Upshur Airport Authority (Virgil LaRosa – 6-30-2020) --- Commission
- Corridor H Authority (Robert “Bob” Skinner – 6-30-2020) – Commission
- Buckhannon-Upshur Parks & Recreation Advisory Board (Brett Robinson – 6-30-2020) – BOE
- Buckhannon-Upshur Parks & Recreation Advisory Board (Josh Hinchman – 6-30-2020) – Commission
- Buckhannon-Upshur Parks & Recreation Advisory Board (JJ Ford – 6-30-2020) – Commission

****If you are interested in serving on an Upshur County board, please submit your letter of interest to the Commission Office at 91 W. Main St., Suite 101, Buckhannon, WV 26201 or trperry@upshurcounty.org. Upcoming term expirations are listed in this section of the agenda; however, letters of interest can be submitted at any time. Letters of interest for boards that do not currently have a vacancy will be held until a vacancy occurs. Please note that submitting a letter of interest does not guarantee appointment. ****

Tabled Items

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

1. Chapman Case Number 101118-01 (Warren Tax District – Tax Map 6B Parcel Number 11)
2. Approval and signature of the Statement of Values prepared by Metis Services Inc. on behalf of WVCoRP. The changes to the statement of values will affect the annual contribution; however, there will be no additional charge for the 2020-2021 coverage year. * Page 86-87

Next Regular Meeting of the Upshur County Commission
June 25, 2020 --- 9:00 a.m.
Upshur County Courthouse Annex

The regularly scheduled Commission Meeting on July 2, 2020 has been CANCELLED

PREVENTION RESOURCE OFFICER AGREEMENT

Between:

- **The Upshur County Board of Education,**
- **The Upshur County Sheriff's Office, and**
- **The Upshur County Commission**

**For Fiscal Year 2020-2021 Second Prevention Resource Officer located
at Buckhannon Upshur High School**

This agreement made and entered into this ___th day of _____, 2020 by and between the Upshur County Board of Education (hereinafter referred to as "BOARD"), the Upshur County Commission, (hereinafter referred to as "COMMISSION", and the Upshur County Sheriff's Office, hereinafter referred to as "SHERIFF").

WITNESSETH

WHEREAS, the BOARD has established a Prevention Resource Officer Program (hereinafter referred to as "PRO Program"); and

WHEREAS, the BOARD, the COMMISSION and the SHERIFF understand that the Program is established for the purpose of assistance in the prevention of juvenile delinquency through programs specifically developed to respond to those factors and conditions which give rise to delinquency; and

WHEREAS, the BOARD, the COMMISSION and the SHERIFF realize the PRO program is a great benefit to school administration, students and the community as a whole; and

WHEREAS, the BOARD has requested the addition of a second Prevention Resource Officer (PRO) to be stationed at the Buckhannon Upshur High School and the COMMISSION and SHERIFF have agreed to fulfill the request; and

WHEREAS, the SHERIFF has established the position as a Supervisory position to oversee the PRO Program within Upshur County Schools;

NOW, THEREFORE, in consideration of the mutual promises contained herein, the parties agree as follows:

SECTION 1. DUTIES AND RESPONSIBILITIES OF THE COMMISSION and SHERIFF

- 1.01 The COMMISSION and SHERIFF shall provide a second Deputy Sheriff, assigned as a PRO Program Supervisor, (hereinafter referred to as PRO") to the Buckhannon-Upshur High School operated by the BOARD.
- 1.02 PRO shall abide by the Upshur County Board of Education policies and procedures, as they relate to School Prevention Resource Officers. The PRO shall supervise the PRO Program within Upshur County Schools while consulting and coordinating instructional activities through the applicable principal. Activities conducted by the PRO, which are part of the regular instruction program of the school, shall be under the direction of the principal. The Upshur County Board of Education shall approve the content of educational programs and instructional materials used by the PRO.
- 1.03 The PRO will provide to student's instruction in various aspects of law enforcement, public safety and education as requested and supervised by the principal and teachers.
- 1.04 The PRO will be a full-time employee working 12 calendar months for the BOARD. The PRO will be expected to be available to work the BOARD's approved school calendar, 240-day school term, except for excused absences and emergency situations. In addition, the PRO will work while school is out of session in the summer months to provide services during summer school terms, scheduled summer activities, attend PRO training and assist with safety related planning activities and other such activities as agreed upon by the BOARD and the SHERIFF. The PRO will be classified as a salary exempt position in which overtime is not earned.
- 1.05 The SHERIFF shall be responsible for the control and direction of all aspects of employment of the Deputy Sheriff assigned to the PRO Program. The Deputy Sheriff shall adhere to the Policy and Procedures Manual of the Upshur County Sheriff's Office.
- 1.06 The SHERIFF shall ensure that the exercise of the law enforcement powers by the PRO is in compliance with the authority granted by law.
- 1.07 The SHERIFF shall be responsible for providing the PRO with uniforms and necessary training. All other expenses will be the responsibility of the BOARD.
- 1.08 The SHERIFF and the COMMISSION shall hold harmless the BOARD for any injuries suffered by the Prevention Resource Officer arising under their employment with the PRO program. The COMMISSION shall provide workers compensation insurance coverage for the Deputy Sheriff at all times.
- 1.09 The PRO shall not function as a school disciplinarian, or safety officer. It is not the responsibility of the PRO to intervene with the normal disciplinary actions of the

school system or to be used as a witness to disciplinary procedures in the school. The PRO will, at all times, be expected to act within the scope of authority granted by law. The Pro will perform duties according to the following:

- a) Supervise the PRO Program within Upshur County Schools.
- b) Perform law enforcement functions within the school setting.
- c) Identify and prevent, through counseling and referral, delinquent behavior, including substance abuse.
- d) Foster a better understanding of the law enforcement function.
- e) Develop a better appreciation of citizen's rights, obligations and responsibilities.
- f) Provide information about crime prevention.
- g) Provide assistance and support for crime victims identified within the school setting.
- h) Promote positive relations between students and law enforcement officers.
- i) Enhance knowledge of the fundamental concepts and structure of law.
- j) Adhere to confidentiality requirements.
- k) Assist with emergency planning, drills and specialized safety trainings
- l) Schedule travel, as needed, to the seven (7) Elementary Schools within Upshur County

1.10 The Deputy Sheriff may not be changed during the course of the agreement by the COMMISSION and the SHERIFF unless the substitute officer has received the required training or mutually agreed upon training in lieu thereof. The PRO shall be on duty at the school in adherence to the Board's approved school calendar during regular school hours when students are required to attend and when the required PRO training programs are conducted, unless a police emergency arises, law enforcement requirements prohibit such duty assignment, or when needed for training.

1.11 The PRO will be required to attend extracurricular activities, which are held beyond his/her regular workday. Hours worked beyond the regular workday shall be mutually approved by the BOARD and the SHERIFF. The BOARD shall be responsible for any and all costs associated with the PRO attendance at these types of events.

SECTION 2. DUTIES AND RESPONSIBILITIES OF THE BOARD

2.01 The principal at Buckhannon Upshur High School shall be the on-site contact person for the PRO. The Superintendent shall designate the Prevention Resource Officer Coordinator to serve as the BOARD liaison for the program.

2.02 The BOARD shall be responsible for funding all expenses not defined in paragraph 1, including but not limited to, vehicle and fuel expenses.

2.03 Payments to the COMMISSION from the BOARD shall be made in quarterly installments upon submission of quarterly invoices by the COMMISSION and certification by the principal or his/her designee that the services were rendered. The quarterly payment shall be based on the \$50,000 annual salary set by the Board of Education and benefits for the time worked by the PRO on behalf of the BOARD during the quarter. The Board will be responsible for the full salary and benefit expenses, including but not limited to, items such as health dental, vision and life insurance, other post-employment benefit liability charges, health care reimbursement or savings account charges, health care retirement subsidies (if applicable), FICA and Workers Compensation. The quarterly payment shall be offset by any applicable grant funding available for the PRO program. Payment shall be made within thirty (30) days of receipt of the invoice.

SECTION 3. TERM OF AGREEMENT

- 3.01 This agreement shall be made for a twelve (12) month term beginning the 1st day of July 2020, through the 30th day of June 2021.
- 3.02 This agreement shall continue in effect until the duration of the term as described in paragraph 3.01 or until terminated by either of the parties in accordance with the term listed in Section 4.01 below.

SECTION 4. TERMINATION

- 4.01 Either party may terminate this agreement by serving written notice upon the other party at least thirty (30) days in advance of such termination. In the event that the BOARD terminates this agreement and/or does not renew an agreement for the PRO position for an upcoming fiscal year, the BOARD shall be responsible for any and all costs associated with the closing of the PRO officer position. Such cost shall include, but not be limited to, any unemployment compensation due to a reduction in force in the law enforcement area of the COMMISSION and SHERIFF as a result of the closing of the PRO position or program as outlined in Section 6.02.

SECTION 5. INVALID PROVISION

- 5.01 Should any part of this Agreement be declared invalid by a court of law, such decision shall not affect the validity of any remaining portion which shall remain in full force and effect as if the invalid portion was never a part of this Agreement, materially affect any other rights or obligations of the parties hereunder, the parties hereto will negotiate in good faith to amend this Agreement in a manner satisfactory to the parties.

SECTION 6. INDEMNIFICATION

- 6.01 The BOARD agrees to indemnify and save harmless the COMMISSION and the SHERIFF for any liability whatsoever arising out of the negligent acts of the Board's employees or agents in directing the PRO in the performance of their instructional programs. The COMMISSION agrees to indemnify and save harmless the BOARD of any liability whatsoever arising to employment as defined by county ordinances and state statutes. Nothing in this Agreement shall be construed to affect in any way the BOARD or the COMMISSION'S rights, privileges, and immunities.
- 6.02 The BOARD agrees to indemnify the COMMISSION and the SHERIFF for any costs associated with the elimination of this position should the BOARD no longer wish to employ a PRO at the end of the term of this agreement or renewal as outlined in Section 4.01 above. The BOARD understands that the SHERIFF and the COMMISSION have created a new position in the Sheriff's Office at the BOARD's request and for their benefit; therefore, any costs associated with the termination of this position at the end of this contract or renewal, including but not limited to unemployment compensation expenses, shall be reimbursed to the COMMISSION by the BOARD. Furthermore, should the COMMISSION and/or the SHERIFF be prohibited by law from eliminating this position from the Sheriff's Office, the BOARD agrees to indemnify the COMMISSION and the SHERIFF for the continuing costs associated with salary and benefits of the position until such time as the position can be lawfully eliminated.

SECTION 7. ASSIGNMENT

- 7.01 Neither party to the Agreement shall, directly or indirectly, assign or purport to assign this Agreement, or any of its rights or obligations, in whole or in part, to any third party without the prior written consent of the other party.

SECTION 8. NO WAIVER

- 8.01 The failure of either party to enforce at any time any of the provisions, rights, or elections shall in no way effect the validity of this Agreement. The failure to exercise, by either party, any of its rights herein contained, shall not preclude or prejudice it from exercising the same or any other right it may have under this Agreement, irrespective of any previous action or proceeding taken by it hereunder.

SECTION 9. COMPLETE AGREEMENT

- 9.01 This Agreement is the complete Agreement of the parties; may be amended or modified only in writing; and supersedes, cancels, and terminates any and all prior agreements or understandings of the parties, whether written or oral, concerning

the subject matter hereof.

SECTION 10. CHOICE OF LAW

10.01 This Agreement shall be governed by and construed and interpreted according to the laws of the State of West Virginia. It shall be binding upon and inure to the benefit of the successors of the BOARD, the COMMISSION and the SHERIFF,

SECTION 11. NOTICES

11.01 All notices or other communications required or permitted by this Agreement shall be in writing and deemed effectively delivered upon mailing by certified mail, return receipt requested, or delivered personally to the following persons and addresses unless otherwise specified herein:

Upshur County Board of Education (Signature and Title of Board Officer) Date

Upshur County Commission (Signature and Title of Commission Officer) Date

Upshur County Sheriff (Signature and Title of Sheriff) Date

AGREEMENT TO ASSIGN DIVIDENDS

This Agreement to Assign Dividends (this "*Agreement*"), dated as of June ___, 2020 (the "*Closing Date*"), is made by and between The County Commission of Upshur County (the "*Commission*"), and Upshur County Development Authority (the "*Authority*").

RECITALS

WHEREAS, Upshur County Development Association, Inc. (the "*Association*") was formed as a joint development entity by the Authority and the Commission for the purpose of supporting the Authority, including without limitation ground leasing certain real property located at 21 East Main Street, Buckhannon, West Virginia (the "*Office Property*") and acquiring certain real property located at 11 Madison Street, Buckhannon, West Virginia (the "*Parking Lot Property*") and collectively with the Office Property, the "*Property*") and constructing and developing an office and retail building that will be used as an innovation center on the Office Property (the "*Project*") and leasing the Property to the Authority.

WHEREAS, as owners of the Association, each of the Commission and the Authority may receive dividends and distributions (the "*Dividends*") from the Association from time to time;

WHEREAS, in recognition of the assistance provided by the Authority in facilitating the financing of the Project, the Commission and the Authority desire that any Dividends actually received by the Commission be assigned and transferred to the Authority immediately upon receipt by the Commission to be used in furtherance of the Authority's purposes;

NOW, THEREFORE, in consideration of mutual covenants and conditions hereinafter obtained, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Association and the Authority hereby agree as follows:

1. Recitals. The Recitals set forth above are true and correct and are incorporated as if fully set forth herein.
2. Assignment of Dividends. The Commission here by assigns and hereby pledges and agrees to transfer to the Authority any Dividends received by the Commission from the Association. Notwithstanding the above, the Commission retains all rights to the receipt of any Dividends from the Association and shall account for any Dividends received from the Association on its books and records. The subsequent assignment and transfer of the amount of such Dividends received shall be reflected as a separate entry on the books and records of the Commission. The Authority agrees that any Dividends received, either directly as an owner of the Association or indirectly from the Commission pursuant to this Agreement, will be used to promote economic development activities in the vicinity of the Property.
3. Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which, when taken together, shall constitute one document. Faxed, scanned or photocopied signatures shall be deemed equivalent to original signatures.
4. Termination of Agreement. This Agreement shall automatically terminate at the end of the calendar year for which the Association no longer has any outstanding debt encumbering by the Project.
5. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of West Virginia.

[Signature Page Follows]

IN WITNESS WHEREOF, each of the undersigned has executed this Agreement as of the Closing Date.

COMMISSION:

The County Commission of Upshur County,

By: _____
Name: Terry B. Cutright
Title: President

AUTHORITY:

Upshur County Development Authority,

By: _____
Name: Robert Hinton
Title: Executive Director

Upshur County Commission

June 9, 2020

City of Buckhannon

RE: Tobacco/vaping issues

The Upshur county Tobacco Prevention Coalition invites each of you to contribute \$300.00 to support two BUHS 10th graders to serve as Ambassadors in a "Catch My Breath" program of training during this summer. These students would participate in 5 one hour per week on line training and additional reading. Then they would be expected to work in the schools to promote avoidance of tobacco and vaping, starting with the 6th grade and up.

The students would receive up to \$150.00 reimbursement each for their time and effort, depending on their total participation.

Joseph B. Reed MD

Member Upshur county tobacco Prevention coalition

Medical Director Upshur-Buckhannon Health Department

June 18, 2020

Try This West Virginia
Charleston Area Alliance
1116 Smith Street
Charleston WV 25311

To whom it may concern,

The Upshur County Commission is grateful for the continued work of the Upshur County trail volunteers. Over the past several years, these individuals have expended numerous hours cleaning, maintaining and expanding the trail system at the Upshur County Recreational Park. Trail utilization has increased immensely over the past five years; however, those that are unfamiliar with the park have difficulty identifying their trail location. The Buckhannon-Upshur Recreational Park Advisory Board has been working to install trailhead signs to enable trail users to safely plan their route. Through this application, the trail volunteers will be able to enhance the signage already at the park and make the trails more inviting to those unfamiliar with the area.

Access to outdoor recreational activities such as mountain biking and hiking trails is especially important now that other recreational establishments are closed and/or operating with limited occupancy due to COVID-19. Your consideration of the Upshur County Trail's application will be appreciated as the funding of this project will greatly benefit the residents of Upshur County.

Sincerely,

Terry B. Cutright
Commission President

Samuel R. Nolte
Commissioner

Kristie G. Tenney
Commissioner

Dear Upshur County Commision:

I Jeffrey Ford Jr. (J.J.) have been serving on the Parks and Recreation board for about four years now and would like to continue doing so. I would be greatly appreciated if you would reinstate me as a member to continue the work we have been doing.

Thank you,

JJ Ford

----- Original Message -----

From: "Josh Hinchman" <hinchman11@gmail.com>

Sent: 6/2/2020 2:36:15 PM

To: "trperry" <trperry@upshurcounty.org>

Subject: Re: Park and Rec Board

I would like to request to remain on the Buckhannon Upshur Parks and Recreation Advisory Board for another term.

June 15, 2020

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

RE: Reappointment to the Upshur County Safe Structures and Sites Ordinance Enforcement Agency/Board

Commissioners,

This letter serves as my official request for reappointment to the Upshur County Safe Structures and Sites Ordinance Enforcement Agency/Board. My term expires on June 30, 2020 and I would appreciate the opportunity to continue to serve on this Board. This reappointment would be for a two-year term to expire on June 30, 2022.

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

Sincerely,

R. Harlow

Rick Harlow

June 4, 2020

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

RE: Reappointment to the Upshur County Safe Structures and Sites Ordinance Enforcement Agency/Board

~~Commissioners,~~

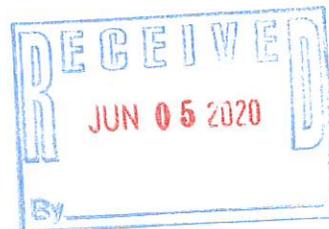
This letter serves as my official request for reappointment to the Upshur County Safe Structures and Sites Ordinance Enforcement Agency/Board. My term expires on June 30, 2020 and I would appreciate the opportunity to continue to serve on this Board. This reappointment would be for a two-year term to expire on June 30, 2022.

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

Sincerely,



Chris Cook



3 June 2020

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

RE: Reappointment to the Upshur County Safe Structures and Sites Ordinance Enforcement Agency/Board

Commissioners,

This letter serves as my official request for reappointment to the Upshur County Safe Structures and Sites Ordinance Enforcement Agency/Board. My term expires on June 30, 2020 and I would appreciate the opportunity to continue to serve on this Board. This reappointment would be for a two-year term to expire on June 30, 2022.

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

Sincerely,

A handwritten signature in black ink, appearing to be "Brian Shreves", with a long horizontal line extending to the right.

Kenneth "Brian" Shreves

June 4, 2020

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

Dear Upshur County Commission,

I am writing to inform you that I am happy and willing to continue representing Upshur County on the Corridor H Authority. My current term will expire on June 30.

I have served as the treasurer of the Corridor H Authority for the past several years and have done my best to attend every meeting.

I believe finishing Corridor H is vitally important to West Virginia's future and am honored to play a role in advocating its completion.

Sincerely,

Robert N. Skinner II
2 Iden Lane
Buckhannon, WV 26201



Amy Queen
375 Teter Road
Buckhannon, WV 26201

June 02, 2020

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

Upshur County Commission:

I am a lifetime resident of the county and currently serving on the Upshur – Buckhannon Board of Health. I have served in this position for several years. It has been a pleasure serving the residents of Upshur County.

Please accept my request to remain serving on the Upshur – Buckhannon Board of Health at the Upshur – Buckhannon Health Department for a term of 5 years, beginning July 01, 2020. Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink that reads "Amy Queen". The signature is written in a cursive style.

Amy Queen



Teresa Kee
693 McCarteny Road
Buckhannon, WV 26201

June 02, 2020

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

Upshur County Commission:

I am a longtime resident of the county and currently serving on the Upshur – Buckhannon Board of Health. I have served in this position for several years. It has been a pleasure serving the residents of Upshur County.

Please accept my request to remain serving on the Upshur – Buckhannon Board of Health at the Upshur – Buckhannon Health Department for a term of 5 years, beginning July 01, 2020. Thank you for your consideration.

Sincerely,

Teresa Kee

From: "Ed McDaniels" <ed.mcdaniels@gmail.com>
To: "Tabatha Perry" <trperry@upshurcounty.org>
Subject: application for health board
Date: 6/2/2020 5:06:17 PM

I, J. Edward McDaniels, am interested in serving on the Buckhannon Upshur Health Board. This is my letter of interest to serve.

I have been a health and physical education teacher in Upshur County for 33 years and I have been the pastor of a local church in Upshur County for 37 years..

I have a great love for our community and its health and well being. It would be an honor to be able to serve on this health board.

If you have any questions, please feel free to contact me at 304-677-6077 or you can email me at ed.mcdaniels@gmail.com

Thank you for your consideration in this matter.

Sincerely,

J. Edward McDaniels



Dear Frontier Partner,

As part of Frontier's commitment to keep vendors up to date regarding key milestones related to the Company's court-supervised restructuring, I wanted to provide context for the enclosed "Notice of Commencement." This is a legal notice, and it is meant to provide information to various stakeholders of the Company about the restructuring process we entered on April 14, 2020. This is a routine part of every Chapter 11 case, and any party who has had a recent association with Frontier or our subsidiaries received this notice. **This notice is routine and no action is required from you at this time.**

You will likely receive additional legal notices surrounding significant milestones during the court-supervised process as we move forward. Again, these are meant to keep you informed.

As a reminder, the financial restructuring plan contemplated under the Restructuring Support Agreement (RSA) we entered into with our unsecured bondholders will significantly reduce Frontier's debt while we continue to provide quality service to customers without interruption. **Importantly, under the RSA, vendors are unimpaired for both pre- and post-petition obligations.** Frontier is fully operational, and we have sufficient liquidity to run our business and pay our vendors throughout the Court-supervised process.

Additional information regarding Frontier's restructuring is also available at www.frontierrestructuring.com. Bankruptcy court filings and information about the restructuring process are available at <https://cases.primeclerk.com/fttr>, by sending an email to fttrinfo@primeclerk.com, or by calling the Company's Information hotline toll-free at 877-433-8020 (or +1-646-442-5842 for calls originating outside the U.S. or Canada).

We value our relationship with you, and we are relying on our partnership in order to continue serving our customers and to keep people connected without interruption.

Thank you for your continued support.

Information to identify the case:

Debtor: Frontier Communications Corporation EIN: 06-0619596
Name

United States Bankruptcy Court for the Southern District of New York

Case Number: 20-22476 (RDD) Date case filed for Chapter 11: 4/14/2020

Official Form 309F (For Corporations or Partnerships)**Notice of Chapter 11 Bankruptcy Case**

12/17

For the debtor listed above, a case has been filed under chapter 11 of the Bankruptcy Code. An order for relief has been entered.

This notice has important information about the case for creditors, debtors, and trustees, including information about the meeting of creditors and deadlines. Read both pages carefully.

The filing of the case imposed an automatic stay against most collection activities. This means that creditors generally may not take action to collect debts from the debtor or the debtor's property. For example, while the stay is in effect, creditors cannot sue, assert a deficiency, repossess property, or otherwise try to collect from the debtor. Creditors cannot demand repayment from the debtor by mail, phone, or otherwise. Creditors who violate the stay can be required to pay actual and punitive damages and attorney's fees.

Confirmation of a chapter 11 plan may result in a discharge of debt. A creditor who wants to have a particular debt excepted from discharge may be required to file a complaint in the bankruptcy clerk's office within the deadline specified in this notice. (See line 11 below for more information.)

To protect your rights, consult an attorney. All documents filed in the case may be inspected at the bankruptcy clerk's office at the address listed below or through PACER (Public Access to Court Electronic Records at www.pacer.gov).

The staff of the bankruptcy clerk's office cannot give legal advice.

Do not file this notice with any proof of claim or other filing in the case.

1. Debtors' full name: See chart below.List of Jointly Administered Cases¹

NO.	DEBTOR	ADDRESS ²	CASE NO.	EIN #
1	Phone Trends, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22475 (RDD)	16-1465602
2	Frontier Communications Corporation	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22476 (RDD)	06-0619596
3	Citizens Capital Ventures Corp.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22477 (RDD)	06-1528874
4	Citizens Directory Services Company L.L.C.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22478 (RDD)	06-1449040
5	Citizens Louisiana Accounting Company	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22479 (RDD)	22-3836430
6	Citizens Newcom Company	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22480 (RDD)	06-1528868
7	Citizens Newtel, LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22486 (RDD)	06-1528869
8	Citizens Pennsylvania Company LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22493 (RDD)	06-1607322
9	Citizens SERP Administration Company	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22497 (RDD)	16-1622561
10	Citizens Telecom Services Company L.L.C.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22501 (RDD)	06-1460891
11	Citizens Telecommunications Company of Minnesota, LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22519 (RDD)	06-1554080
12	Citizens Telecommunications Company of California Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22508 (RDD)	06-1387094

¹ As part of the relief provided in the Order (I) Authorizing and Approving (A) the Assumption of the Purchase Agreement, (B) the Sale of the Debtors' Pacific Northwest Assets Free and Clear of All Claims, Liens, Rights, Interests, and Encumbrances, and (C) the Debtors' Assumption of Certain Executory Contracts and Unexpired Leases, (II) Dismissing the Transferred Subsidiaries' Chapter 11 Cases, and (III) Granting Related Relief [Docket No. 168], the following Chapter 11 Cases were dismissed: (a) Citizens Telecommunications Company of Idaho, No. 20-22510 (RDD); (b) Citizens Telecommunications Company of Montana, No. 20-22523 (RDD); (c) Citizens Telecommunications Company of Oregon, No. 20-22547 (RDD); and (d) Frontier Communications Northwest Inc., No. 20-22500 (RDD).

² These chapter 11 cases are being jointly administered. The location of the Debtors' service address for purposes of these chapter 11 cases is: 50 Main Street, Suite 1000, White Plains, New York, 10606.

NO.	DEBTOR	ADDRESS ²	CASE NO.	EIN #
13	Citizens Telecommunications Company of Idaho	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22510 (RDD) (DISMISSED)	06-1381499
14	Citizens Telecommunications Company of Illinois	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22514 (RDD)	36-4348451
15	Citizens Telecommunications Company of Montana	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22523 (RDD) (DISMISSED)	06-1381501
16	Citizens Telecommunications Company of Nebraska	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22528 (RDD)	06-1557684
17	Citizens Telecommunications Company of Nebraska LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22532 (RDD)	06-1607329
18	Citizens Telecommunications Company of Nevada	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22539 (RDD)	88-0038970
19	Citizens Telecommunications Company of New York, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22544 (RDD)	06-1381503
20	Citizens Telecommunications Company of Oregon	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22547 (RDD) (DISMISSED)	06-1381505
21	Citizens Telecommunications Company of Tennessee L.L.C.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22553 (RDD)	06-1431902
22	Citizens Telecommunications Company of the White Mountains, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22481 (RDD)	06-1473448
23	Citizens Telecommunications Company of Utah	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22487 (RDD)	06-1381506
24	Citizens Telecommunications Company of West Virginia	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22492 (RDD)	55-0276420
25	Citizens Utilities Capital L.P.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22496 (RDD)	06-1441535
26	Citizens Utilities Rural Company, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22502 (RDD)	06-0798524
27	Commonwealth Communication, LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22504 (RDD)	20-1222643
28	Commonwealth Telephone Company LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22512 (RDD)	26-2627400
29	Commonwealth Telephone Enterprises LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22516 (RDD)	26-2198430
30	Commonwealth Telephone Management Services, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22521 (RDD)	25-1870409

NO.	DEBTOR	ADDRESS ²	CASE NO.	EIN #
31	CTE Holdings, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22526 (RDD)	01-0718598
32	CTE Services, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22531 (RDD)	23-2120043
33	CTE Telecom, LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22536 (RDD)	74-3071405
34	CTSI, LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22541 (RDD)	23-3085318
35	CU Capital LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22546 (RDD)	06-1156876
36	CU Wireless Company LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22552 (RDD)	06-1428830
37	Electric Lightwave NY, LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22557 (RDD)	20-0823492
38	Evans Telephone Holdings, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22562 (RDD)	22-3749922
39	Fairmount Cellular LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22566 (RDD)	58-2085279
40	Frontier ABC LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22570 (RDD)	47-1398328
41	Frontier California Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22573 (RDD)	95-0510200
42	Frontier Communications - Midland, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22574 (RDD)	37-0757434
43	Frontier Communications - Prairie, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22569 (RDD)	37-0841588
44	Frontier Communications - Schuyler, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22483 (RDD)	37-0506920
45	Frontier Communications Corporate Services Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22488 (RDD)	27-0927861
46	Frontier Communications ILEC Holdings LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22495 (RDD)	27-0213230
47	Frontier Communications Northwest Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22500 (RDD) (DISMISSED)	91-0466810
48	Frontier Communications of America, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22506 (RDD)	06-1381497

NO.	DEBTOR	ADDRESS ²	CASE NO.	EIN #
49	Frontier Communications of Ausable Valley, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22511 (RDD)	14-0481260
50	Frontier Communications of Breezewood, LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22517 (RDD)	23-0430281
51	Frontier Communications of Canton, LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22520 (RDD)	24-0540660
52	Frontier Communications of Delaware, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22525 (RDD)	47-4220080
53	Frontier Communications of Depue, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22529 (RDD)	36-0983740
54	Frontier Communications of Georgia LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22534 (RDD)	58-0446650
55	Frontier Communications of Illinois, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22538 (RDD)	37-0740040
56	Frontier Communications of Indiana, LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22543 (RDD)	35-0228025
57	Frontier Communications of Iowa, LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22545 (RDD)	42-1367550
58	Frontier Communications of Lakeside, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22550 (RDD)	37-0862568
59	Frontier Communications of Lakewood, LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22554 (RDD)	23-0783420
60	Frontier Communications of Michigan, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22558 (RDD)	38-2476132
61	Frontier Communications of Minnesota, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22561 (RDD)	41-1691122
62	Frontier Communications of Mississippi LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22564 (RDD)	20-5453978
63	Frontier Communications of Mt. Pulaski, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22567 (RDD)	37-0430770
64	Frontier Communications of New York, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22571 (RDD)	14-0750550
65	Frontier Communications of Orion, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22572 (RDD)	36-1585930
66	Frontier Communications of Oswayo River LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22482 (RDD)	24-0680200

NO.	DEBTOR	ADDRESS ²	CASE NO.	EIN #
67	Frontier Communications of Pennsylvania, LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22485 (RDD)	23-0559150
68	Frontier Communications of Rochester, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22489 (RDD)	16-1469712
69	Frontier Communications of Seneca-Gorham, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22491 (RDD)	16-1328607
70	Frontier Communications of Sylvan Lake, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22494 (RDD)	16-1007380
71	Frontier Communications of the Carolinas LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22498 (RDD)	27-0213284
72	Frontier Communications of the South, LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22503 (RDD)	63-0254712
73	Frontier Communications of the Southwest Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22505 (RDD)	27-0213354
74	Frontier Communications of Thorntown, LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22509 (RDD)	35-0709460
75	Frontier Communications of Virginia, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22513 (RDD)	27-1624217
76	Frontier Communications of Wisconsin LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22518 (RDD)	39-0990552
77	Frontier Communications Online and Long Distance Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22522 (RDD)	27-0239625
78	Frontier Communications Services Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22527 (RDD)	45-3689655
79	Frontier Directory Services Company, LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22533 (RDD)	06-1473449
80	Frontier Florida LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22537 (RDD)	59-0397520
81	Frontier Infoservices Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22540 (RDD)	16-1408510
82	Frontier Midstates Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22549 (RDD)	58-0678890
83	Frontier Mobile LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22551 (RDD)	27-1099601
84	Frontier North Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22556 (RDD)	35-1869961

NO.	DEBTOR	ADDRESS ²	CASE NO.	EIN #
85	Frontier Security Company	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22560 (RDD)	26-1952457
86	Frontier Services Corp.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22563 (RDD)	46-4115660
87	Frontier Southwest Incorporated	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22484 (RDD)	75-0573444
88	Frontier Subsidiary Telco LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22490 (RDD)	06-1299437
89	Frontier Techserv, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22499 (RDD)	03-0466148
90	Frontier Telephone of Rochester, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22507 (RDD)	16-1469713
91	Frontier Video Services Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22515 (RDD)	82-1731982
92	Frontier West Virginia Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22524 (RDD)	55-0142020
93	GVN Services	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22530 (RDD)	32-0106937
94	N C C Systems, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22535 (RDD)	75-1523468
95	Navajo Communications Co., Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22542 (RDD)	75-1310073
96	Newco West Holdings LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22548 (RDD)	81-1435726
97	Ogden Telephone Company	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22555 (RDD)	16-0576170
98	Rhineland Telecommunications, LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22559 (RDD)	39-1684335
99	Rib Lake Cellular for Wisconsin RSA #3, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22565 (RDD)	39-1644420
100	Rib Lake Telecom, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22568 (RDD)	39-1465397
101	SNET America, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22578 (RDD)	06-1368174
102	TCI Technology & Equipment LLC	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22575 (RDD)	82-2834793

NO.	DEBTOR	ADDRESS ²	CASE NO.	EIN #
103	The Southern New England Telephone Company	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22576 (RDD)	06-0542646
104	Total Communications, Inc.	50 Main Street, Suite 1000, White Plains, NY, 10606	20-22577 (RDD)	06-1020653

2. All other names used in the last 8 years:	<u>See Rider 1.</u>	
3. Address:	See chart above.	
4. Debtors' attorneys:	<p style="text-align: center;"> Stephen E. Hessler, P.C. Mark McKane, P.C. Patrick Venter Kirkland & Ellis LLP Kirkland & Ellis International LLP 601 Lexington Avenue New York, New York 10022 Telephone number: (212) 446-4800 </p> <p style="text-align: center;">and</p> <p style="text-align: center;"> Chad J. Husnick, P.C. Benjamin M. Rhode Kirkland & Ellis LLP Kirkland & Ellis International LLP 300 North LaSalle Chicago, Illinois 60654 Telephone number: (312) 862-2000 </p>	
5. Bankruptcy Clerk's Office	US Bankruptcy Court Southern District of New York 300 Quarropas Street Room 248 White Plains, New York, 10601	Hours Open: Monday - Friday 8:30 AM - 5:00 PM Contact phone: (914) 467-7250
Documents in this case may be filed at this address. You may inspect all records filed in this case at this office or online at www.pacer.gov	All documents in this case are available free of charge on the website of the Debtors' notice and claims agent at https://cases.primeclerk.com/fttr	

<p>6. Meeting of Creditors</p> <p>The debtors' representative must attend the meeting to be questioned under oath. Creditors may attend, but are not required to do so.</p>	<p>June 11, 2020 at 12:00 p.m., prevailing Eastern Time</p> <p>The meeting may be continued or adjourned to a later date. If so, the date will be on the court docket.</p>	<p>Location to be Determined³</p>
<p>7. Proof of claim deadline:</p>	<p>Deadline for filing proof of claim:</p> <p>A proof of claim is a signed statement describing a creditor's claim. A proof of claim form may be obtained at www.uscourts.gov or any bankruptcy clerk's office.</p> <p>Your claim will be allowed in the amount scheduled unless:</p> <ul style="list-style-type: none"> • Your claim is designated as <i>disputed</i>, <i>contingent</i> or <i>unliquidated</i>; • You file a proof of claim in a different amount; or • You receive another notice. <p>If your claim is not scheduled or if your claim is designated as <i>disputed</i>, <i>contingent</i>, or <i>unliquidated</i>, you must file a proof of claim or you might not be paid on your claim and you might be unable to vote on a plan. You may file a proof of claim even if your claim is scheduled.</p> <p>You may review the schedules at the bankruptcy clerk's office or online at www.pacer.gov</p> <p>Secured creditors retain rights in their collateral regardless of whether they file a proof of claim. Filing a proof of claim submits a creditor to the jurisdiction of the bankruptcy court, with consequences a lawyer can explain. For example, a secured creditor who files a proof of claim may surrender important nonmonetary rights, including the right to a jury trial.</p>	<p>Not yet set. If a deadline is set, the court will send you another notice.</p>
<p>8. Exception to discharge deadline</p> <p>The bankruptcy clerk's office must receive a complaint and any required filing fee by the following deadline.</p>	<p>If § 523(c) applies to your claim and you seek to have it excepted from discharge, you must start a judicial proceeding by filing a complaint by the deadline stated below.</p> <p>Deadline for filing the complaint: To be Determined</p>	
<p>9. Creditors with a foreign address</p>	<p>If you are a creditor receiving notice mailed to a foreign address, you may file a motion asking the court to extend the deadlines in this notice. Consult an attorney familiar with United States bankruptcy law if you have any questions about your rights in this case.</p>	

³ The meeting of creditors will be telephonic. Please reference the Court's website for operating procedures in response to the COVID-19 pandemic: <http://www.nysb.uscourts.gov/general-orders-and-guidance-created-covid-19>.

10. Filing a Chapter 11 bankruptcy case	Chapter 11 allows debtors to reorganize or liquidate according to a plan. A plan is not effective unless the court confirms it. You may receive a copy of the plan and a disclosure statement telling you about the plan, and you may have the opportunity to vote on the plan. You will receive notice of the date of the confirmation hearing, and you may object to confirmation of the plan and attend the confirmation hearing. Unless a trustee is serving, the debtor will remain in possession of the property and may continue to operate its business.
11. Discharge of debts	Confirmation of a chapter 11 plan may result in a discharge of debts, which may include all or part of your debt. See 11 U.S.C. § 1141(d). A discharge means that creditors may never try to collect the debt from the debtor except as provided in the plan. If you want to have a particular debt owed to you excepted from the discharge and § 523(c) applies to your claim, you must start a judicial proceeding by filing a complaint and paying the filing fee in the bankruptcy clerk's office by the deadline.

Rider 1

Other Names Used in the Last 8 Years

Current Entity Name	Former Names
Citizens Telecommunications Company of Tennessee L.L.C.	Frontier Communications of Tennessee; Citizens Telecommunications Company of the Volunteer State LLC
Citizens Telecommunications Company of Utah	Frontier Communications of Utah
Citizens Telecommunications Company of Minnesota, LLC	Frontier Citizens Communications of Minnesota
Frontier Communications of Wisconsin LLC	Rhinelander Telephone LLC; Frontier Communications of Mondovi LLC; Frontier Communications- St. Croix LLC; Frontier Communications of Viroqua LLC;
Frontier California Inc.	Verizon California Inc.
Frontier Florida LLC	Verizon Florida LLC
Frontier Southwest Incorporated	GTE Southwest Incorporated; Frontier Communications of Texas; Frontier Communications of Texas, Inc.
Frontier West Virginia Inc.	Verizon West Virginia Inc.
Frontier North Inc.	Verizon North Inc.
Frontier Communications Northwest Inc.	Verizon Northwest Inc.
Frontier Communications ILEC Holdings LLC	Frontier Communications ILEC Holdings Inc.
Ogden Telephone Company	Frontier Ogden Telephone Company
Citizens Telecommunications Company of California Inc.	Frontier Communications West Coast Inc.; Citizens Telecommunications Company of Tuolumne; Citizens Telecommunications Company of the Golden State; Global Valley Networks
Navajo Communications Co., Inc.	Frontier Navajo Communications Company
Commonwealth Telephone Company LLC	Frontier Communications Commonwealth Telephone Company
CTE Telecom, LLC	Frontier Communications CTE Telecom Company
CTSI, LLC	Frontier Communications CTSI Company
Frontier Communications of the South, LLC	Frontier Communications of Alabama, LLC; Frontier Communications of Lamar County, LLC
Frontier Communications of Georgia LLC	Frontier Communications of Fairmount LLC

The Southern New England Telephone Company	Frontier Communications of Connecticut
Total Communications, Inc.	New York Total Communications; TCI Total Communications Texas Inc; Total Communications, Inc. Florida
Frontier Communications of the Southwest Inc.	Frontier Communications of Texas Inc.

If you have questions about this notice, please call (877) 433-8020 (US/Canada toll free) or (646) 442-5842 (International), email: ftinfo@primeclerk.com or visit: <https://cases.primeclerk.com/ft/>.

Wayne County Commission
Wayne County Courthouse
PO Box 248
Wayne, WV 25570

Wirt County Commission
Wirt County Courthouse
PO Box 53
Elizabeth, WV 26143

Webster County Commission
Webster County Courthouse
2 Court Square
Webster Springs, WV 26288-1049

Wood County Commission
Wood County Courthouse
#1 Court Square
Parkersburg, WV 26101

Wetzel County Commission
Wetzel County Courthouse
Po Box 156
New Martinsville, WV 26155

Wyoming County Commission
Wyoming County Courthouse
PO Drawer 309
Pineville, WV 24874

RE: General Order No. 187.55
In the matter of Rules Governing Emergency Telephone Service, 150 C.R.S.
Series 25, to provide guidance regarding E-911 fee billing requirements

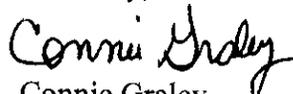
Ladies/Gentlemen:

Enclosed is a copy of a Commission order issued today in the above-styled proceeding.
Please note all other parties have agreed to receive this order via electronic notification.

If you have provided an email address you will automatically receive notifications as documents are filed in this proceeding. The email notifications allow recipients to view a document within an hour from the time the filing is processed. If you have not provided your email address, please send an email to caseinfo@psc.state.wv.us and state the case number in the email subject field.

PLEASE NOTE: The Public Service Commission has adjusted its filing procedures during COVID-19 Pandemic: All public utilities and parties to Commission cases are to follow the directives in General Order 262.3, issued April 7, 2020. Filings of 30 pages or less should be filed in formal cases via email sent to caseinfo@psc.state.wv.us. All filings over 30 pages should be sent by U.S. Postal Service or other commercial courier services, whenever possible. Individuals who are unable to file via email may file via fax or file paper copies. The Commission will continue to receive hand-delivered filings prior to 3:30 p.m. if at all possible.

Sincerely,


Connie Graley
Executive Secretary

CG/jn
Enc.

**PUBLIC SERVICE COMMISSION
OF WEST VIRGINIA
CHARLESTON**

At a session of the PUBLIC SERVICE COMMISSION OF WEST VIRGINIA in the City of Charleston on the 5th day of June 2020.

GENERAL ORDER NO. 187.55

In the matter of Rules Governing Emergency Telephone Service, 150 C.S.R. Series 25, to provide guidance regarding E-911 fee billing requirements.

COMMISSION ORDER

The Commission provides guidance regarding Senate Bill 579 that requires commercial mobile radio service providers to separately bill for and collect the wireless enhanced 911 fee, wireless tower fee, West Virginia State Police public safety fee and Division of Homeland Security and Emergency Management public safety fee from in-state, two-way service subscribers.

BACKGROUND

On March 6, 1998, the Commission promulgated rules regarding wireless enhanced 911 (E-911) fee requirements in the Commission's Rules Governing Emergency Telephone Service, 150 C.S.R. Series 25 (Emergency Telephone Service Rules). Since that time, the Emergency Telephone Service Rules have been revised pursuant to provisions of W.Va. Code § 24-6-6b and legislation. In 2018, the Commission last promulgated the Emergency Telephone Service Rules that took effect on December 3, 2018. See, In re Rules Governing E-911 Fees, General Order No. 187.52. (Comm'n Order Nov. 1, 2018).

On March 6, 2020, the West Virginia Legislature passed Senate Bill 579 to become effective on June 4, 2020. Senate Bill 579 (2020 Regular Session). The purpose of the legislation is to ensure that monies generated from the wireless enhanced 911 (E-911) fee are properly collected and only used for purposes authorized under W.Va. Code § 24-6-6b. Presently, the E-911 fee is \$3.86 that consists of (i) a wireless enhanced 911 fee, (ii) a public safety fee, and (iii) a wireless tower fee. Senate Bill 579 requires that the single E-911 fee be separated into (i) the actual E-911 fee, (ii) the wireless enhanced 911 fee, (iii) West Virginia State Police public safety fee, and (iv) the Division of Homeland Security and Emergency Management public safety fee, so that each fee is individually identified. The legislation requires commercial mobile radio service (CMRS) providers to list the fees as separate line items in billing statements. Senate Bill 579 also provides additional instruction to the Commission for separately maintaining and dispensing monies generated by the fees.

DISCUSSION

The Commission intends to initiate a rulemaking proceeding to revise the Emergency Telephone Service Rules in accordance with Senate Bill 579. This Order, however, will serve to provide guidance until the rulemaking is completed.

Pursuant to Senate Bill 579, on June 4, 2020, CMRS providers should begin collecting an adjusted E-911 fee of \$3.47 per month from subscribers. The adjusted E-911 fee amount reflects the removal of the wireless tower fee and the public service fees. The legislation requires that on July 1, 2020, CMRS providers begin listing each fee that comprises the E-911 fee as separate line items on billing statements. W.Va. Code § 24-6-6b(a)-(e) (2000). Specifically,

Wireless Enhanced 911 fee of \$3.47 per month
 Wireless tower fee of \$0.08 per month
 WV State Police public safety fee of \$0.10 per month
 Division of Homeland Security public safety fee of \$0.19

CMRS providers should collect and maintain the monies collected for each fee separately and remit the funds of each fee to the Commission separately. The Commission encourages CMRS providers to notify their subscribers of the impending change to billing statements and assure customers that the total amount of fees being charged remain the same as previously paid, only now each fee is listed separately.

On a quarterly basis, the Commission will distribute all monies received from the collection of E-911 fees to the counties according to the formula set forth in W.Va. Code § 24-6-6b(c)(2000). The Commission will distribute \$0.10 of the public safety fee amount collected per subscriber to the West Virginia State Police and \$0.19 cents to the Division of Homeland Security and Emergency Management. Id. § 6b(d). The Commission will deposit monies generated from the wireless tower fee into an account administered by the Commission entitled, Wireless Tower Access Assistance Fund (Wireless Tower Fund), to be used to subsidize the construction of wireless towers. Id. § 6b(e). The legislation requires the Commission to issue an "E-911 wireless tower matching grant order" that provides the terms and conditions governing expenditures from the Wireless Tower Fund. Id.

FINDING OF FACT

On March 6, 2020, the Governor signed Senate Bill 579 requiring, inter alia, CMRS providers to list the E-911 fee, wireless tower fee, and public safety fees, as separate line items on billing statements and remit each fee separately to the Commission. Senate Bill 579 (2020 Regular Session).

CONCLUSIONS OF LAW

1. Pursuant to Senate Bill 579, on and after June 4, 2020, CMRS providers will be required to separately bill for and collect the adjusted E-911 fee from subscribers in the amount of \$3.47 per month. Senate Bill 579 (2020 Regular Session).

2. Pursuant to Senate Bill 579, on and after July 1, 2020, CMRS providers will be required to separately bill for and collect the wireless tower fee of \$0.08 per month, WV State Police public safety fee of \$0.10 per month, and Division of Homeland Security public safety fee of \$0.19 from subscribers. Id.

ORDER

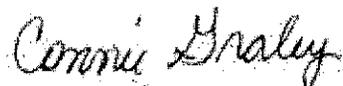
IT IS THEREFORE ORDERED that effective June 4, 2020, the wireless enhanced 911 fee is \$3.47 per month, per each in-state, two-way service subscriber.

IT IS FURTHER ORDERED that effective July 1, 2020, all commercial mobile radio service providers shall list as separate items on monthly billing statements and separately collect a wireless enhanced 911 fee of \$3.47, wireless tower fee of \$0.08, West Virginia State Police public safety fee of \$0.10, and Division of Homeland Security and Emergency Management public safety fee of \$0.19 and separately remit monies collected for each fee to the Commission.

IT IS FURTHER ORDERED that this proceeding shall be removed from the Commission docket of active cases on entry of this Order.

IT IS FURTHER ORDERED that the Executive Secretary of the Commission shall serve by United States First Class Mail a copy of this Order by electronic service on each County Commission and each provider of commercial mobile radio service in West Virginia, and on Commission Staff by hand delivery.

A True Copy, Teste,



Connie Graley, Executive Secretary

NET/sc
187.55c

Administration

Dr. Sara Lewis-Stankus
 Superintendent
 Dr. Deb Harrison
 Assistant Superintendent

Board of Education

Dr. Tammy Samples, President
 Katie Loudin, Vice-President
 Greenbrier Almond
 Kristi Wilkerson
 Alan Suder

Mr. Terry B. Cutright, President
 Upshur County Commission
 91 West Main Street, Suite 101
 Buckhannon, WV 26201

R. Dennis Xander
 366 Hall Road
 Buckhannon, WV 26201

Dear Mr. Xander,

Please accept our recommendation of **Mrs. Linda Riegel** to serve as the Upshur County Schools representative on the Upshur County Public Library Board.

Mrs. Riegel worked for Upshur County Schools for 10 years, she served as an college instructor at Glenville State College for 21 years and has volunteered at Buckhannon Academy Elementary School as their librarian for 15 years. Her focus on children's' literacy inspires the love of reading in students at BAES. She is very involved in the Upshur County community and will be a very positive addition to the Upshur County Library Board. Please find her contact information below:

Mrs. Linda Riegel
 779 Shawnee Drive
 Buckhannon, WV 26201
lriegel@cebridge.net
 304-615-4849 (m)
 304-472-5889 (h)

Thank you,

Dr. Sara Lewis-Stankus, Superintendent
 Upshur County Schools

LEWIS-UPSHUR ANIMAL CONTROL FACILITY		
MONTH OF May 2020		
	UPSHUR	LEWIS
ADOPTIONS		
CASH	\$270	\$15
CHECK	\$20	\$0
E STORE CREDIT CARD	\$50	\$30
SUBTOTAL	\$340	\$45
SPAY/NEUTER DEPOSIT		
CASH	\$150	\$0
CHECK	\$50	\$0
E STORE CREDIT CARD	\$50	\$0
SUBTOTAL	\$250	\$0
BOARD RESCUE		
CASH	\$0	\$0
CHECK	\$0	\$0
E STORE CREDIT CARD	\$50	\$0
SUBTOTAL	\$50	\$0
MICRO-CHIPPING		
CASH	\$0	\$0
CHECK	\$13	\$0
E STORE CREDIT CARD	\$0	\$0
SUBTOTAL	\$13	\$0
DONATIONS		
CASH	\$0	\$0
CHECK	\$85	\$0
E STORE CREDIT CARD	\$0	\$0
SUBTOTAL	\$85	\$0

LEWIS-UPSHUR ANIMAL CONTROL FACILITY REPORT
ACCOUNT OF CATS
JANELLA COCHRAN, SUPERVISOR OF ANIMAL SERVICES
(May) 2020

TRANSACTION	UPSHUR	LEWIS	TOTAL
Cats brought in by City Trapper	0	0	0
Cats brought in by Animal Control Officer	0	0	0
Cats brought in by County Residents	3	2	5
Cats brought in by Law Enforcement	0	0	0
Cats in Drop Box	0	0	0
Cats Quarantined	0	0	0
Cat returned to owner	0	0	0
Cats Escaped	0	0	0
Adoptions:			
With Charge	0	1	1
Without Charge	0	0	0
Rescues:			
With Charge	0	0	0
Without Charge	0	0	0
Euthanasia:			
Owner Request	3	0	3
Other	0	0	0

Janelle Cochran
 Signature

6-1-2020
 Date

**LEWIS - UPSHUR ANIMAL CONTROL FACILITY
ANIMAL REPORT (June 1, 2020)
ACCOUNT OF ANIMALS HOUSED AT THE LEWIS - UPSHUR ANIMAL CONTROL FACILITY
FOR THE MONTH OF (May) 2020**

TRANSACTION	UPSHUR	LEWIS	TOTAL
Dogs brought in by Animal Control Officer	11	1	12
Other Animals brought in by Animal Control Officer	0	0	0
Dogs brought in by County Residents	6	0	6
Dogs brought in by Law Enforcement	1	1	2
Dogs in Drop Box	0	0	0
Dogs Quarantined	1	0	1
Dogs Returned to Owner	7	0	7
Dogs Escaped	0	0	0
Adoptions:			
With Charge	6	1	7
Without Charge	0	0	0
Rescues:			
With Charge	0	0	0
Without Charge	6	1	7
Euthanasia:			
Owner Request	4	0	4
Other	0	0	0

Janelle L Cochran
Signature

6-1-2020
Date

Jason.Knicely, ANIMAL CONTROL / HUMANE OFFICER

MONTHLY ANIMAL REPORT

May

TRANSACTION	#
Animals picked up by ACO:	
Dogs	11
Other	
Animals returned to Owner by ACO:	0
Dogs	0
Other	0
Animals Delivered to LUACF:	0
Dogs	7
Other	0
Animals Quarantined by ACO:	1
Dogs	1
Other	0
Animals Terminated:	0
Dogs	4
Other	0
Total Number of Hours Involved	80

Signature

Jason Knicely



5/5/20

Date

EST.



1851

UPSHUR

County, West Virginia

UPSHUR COUNTY COMMISSION MONTHLY MILEAGE LOG

DEPARTMENT: Upshur 911

MONTH / YEAR: May 2020

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
Doyle Cutright II	Ford Expedition	2CNDL73F556160712	123268	123268	0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
GRAND TOTALS					0	0

U P S H U R

County, West Virginia

UPSHUR COUNTY COMMISSION

MONTHLY MILEAGE LOG

DEPARTMENT: Maintenance

MONTH / YEAR: MAY 2020

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
Greg Hareis	2008 Toyota Tundra	5TBBV541B8551	83,935	84,371	436	18.3
Chris Alkire		4917			0	25.78
Loretta Koone					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
GRAND TOTALS					436	44.08



UPSHUR COUNTY COMMISSION

MONTHLY MILEAGE LOG

DEPARTMENT: DHSEM

MONTH / Year May 2020

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
B Shreves	2019 Chevy 2500	2GC2KREG1121064	4500	4655	155	39
GRAND TOTALS					155	39

May-20

UPSHUR COUNTY SHERIFF - MILEAGE AND FUEL

Officer	Cruiser	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
DAVE COFFMAN - 900	2020 Ford Explorer		N/A	N/A	N/A	N/A
MIKE KELLEY - 902	2010 FORD Explorer	1FM5K8AR8GGB44629	75255	76151	896	54.9
MARK DAVIS - 903	2016 Ford Explorer	1FM5K8AR0GGB43426	73164	74055	891	29.5
MARSHALL POWERS - 904	2016 Ford Explorer	1FM5K8AR4GGB44630	86270	87430	1160	94
THERON CAYNOR - 905	2017 FORD EXPLORER (NEW)	1FM5K8AR4HGC90351	58117	59228	1111	62.7
DEWAINE LINGER - 906	2019 Ford Explorer	1FM5K8AR5KGA29379	20666	21680	1014	83.75
RODNEY ROLENSON - 907	2017 FORD F-150 (NEW)	1FTEW1EFOHFA12892	37111	38077	966	83
TYLER GORDON - 908	2019 FORD TAURUS	1FAHP2M104KG102939	1313	2704	1391	116.9
DAN BARCUS - 909	2020 Ford Explorer	1FM5K8AB0LGA20111	3258	4889	1631	120
COLE BENDER- 912	2017 Ford Taurus	1FAHP2MK5HG119855	43200	43909		41.7
BOBBY HAWKINS-916	2010 FORD CROWN VICTORIA	1FMZU72K84UA96327	153670	154210	540	69
CRYSTAL LINGER - 917	Ford Explorer	1FMZU7	120292	120369	77	0
Jason Kniceley - 930	2019 Ram 4x4 CY6224	1C6RR75T3KS692640	8890	11074	2184	175.31
RODNEY ROLENSON (dc)	2005 CHEVROLET EQUINOX	2CNDL73F556160712	N/A	N/A	N/A	N/A
Dakota Linger 914	2014 Ford Explorer	1FM5K8AR9EGA71008	50377	51304	927	63
Spare Car	Dodge Charger	2B3AA4CT9AH269160	GRAND TOTAL		12,788	993.76
Additional Vehicles						
	2005 Yamaha ATV	5Y4MO4Y55A013912				
	2005 Yamaha Grizzly 500- 4W	JY4AM03Y75C013912				
	2005 HMS Transport Trailer	5HABH2026SN049282				
	2010 Ford Expedition	1FMJU1G50AEB66213	Gave to 911 Sold July 2019			
	2001 Ford Explorer	1FMZV72ZE41ZA57159				
	2006 Fleetwood Mallard	1EF1B3020364011090				
	2006 Speed Trailer	5F15S091761003152				
	S.W.A.T. 1991 International	1HT5LNEMOMH337402	Sold Dec. 2017			
	2008 Ford Crown Victoria	2FAFP71V88X123105				

JUN/08/2020/MON 01:00 PM Upshur Co Sheriff HW FAX No. 304 472 4547 P. 001/001

UPSHUR

County, West Virginia

UPSHUR COUNTY COMMISSION

MONTHLY MILEAGE LOG

DEPARTMENT: A³m

MONTH / YEAR: May 2020

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
Eric J. Bennett	A ³ m/BP/FTND	1D9AHB33P01F502127	69357	69521	0	13.03 5/28
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
GRAND TOTALS					104	0 13.03

"A truly great library contains something in it to offend everyone."
—Jo Godwin, Librarian

The Curry Courier

"A library is not a luxury but one of the necessities of life."
—Henry Ward Beecher

VOLUME 5

MAY 2020

NUMBER 7

BY THE NUMBERS:

MAY 2020

LIBRARY/PARK DEPOSITS

Copies: \$9.65
Faxes: \$0.00
Fines: \$0.00
Donations: \$0.00
Total Library: \$9.65

Camp receipts: \$0.00
Vending Machines: NA
Total Park: \$0.00

STATISTICAL REPORT

Users: 155
 126 Adults
 29 Children
Computer Users: 7
Wireless Users: 46
Circulation: 135
Reference:
 In House: 25
 Phone: 70
 Internet: 62
Campsites: 0
Pavilions: 0
Copies: 27
Faxes: 2
Library Cards: 0
Hunting Permits: 0
Items cataloged:
 This period 77
 Deselected 0
 Total cataloged 9157

Social Media
Reached: 5767
Engaged: 627
PSA: 16
Resources: 16
ReadAlouds: 8
Entertainment/
Personal messages: 2

PUTTING THE PUBLIC BACK IN OUR PUBLIC LIBRARY

At times, the logic of the reopening process can defy reason. Fortunately (probably for us all) I am not the one making those decisions. After false starts and push backs on May 11th and 18th, we finally re-opened on Friday, May 25th, 2020. With sweaty hands (gloves), bated breath (masks), and no-touch thermometer in hand we began again to serve our community in the fullest measure allowed under the Governor's protocols.

The County Commission provided us with the necessary PPE (by now *everyone* knows what that means!). We have masks, gloves, a no touch thermometer, Chlorox™ wipes, and special NoVid disinfecting solution. We have removed all the toys and about half of the furniture to encourage social distancing. If you aren't humming the 1971 Five Man Electrical Band song when you look at the library or out buildings, then you need to "read the signs"! Plastic shower curtain barriers have been installed to direct



traffic upon entry, between the public access computers, and at the circulation desk.

Apart from the addition of a 48 – 72 hour quarantine period to the returned materials, they are handled as usual with each item being cleaned and disinfected prior to being returned to the collection. PAC keyboards are wrapped in saran wrap which is discarded after each use. The mouse,

mouse pad and desk top are also disinfected after each use.

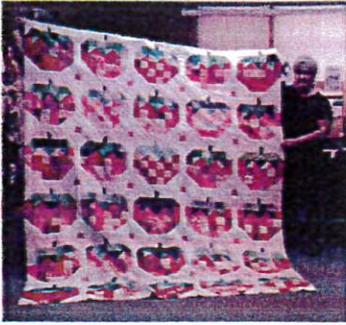
We follow the same screening protocol as all other County facilities. Employees are temperature checked upon arrival and masked and gloved when patrons are in the building. Patrons are asked five screening questions, temperature checked with anyone testing 100.4 degrees or higher denied entry. Patrons are asked to wear masks, and must wear gloves to browse the stacks for books or movies. Everyone has been understanding and cooperative thus far.

For those not comfortable with entering the library, we continue to offer low/no touch curb service. We are also making appointments available if desired and asking people to call ahead if they are concerned about the number of people in the library. Based upon our best calculations, we can safely accommodate 8 people in the library at any time (including employees).

Here is the "new look" for our "new normal:"



Everyone is adjusting and just very happy to be able to use the library again.



STRAWBERRY QUILT TICKETS ON SALE

Update: Raffle tickets are on sale now for the Strawberry Quilt shown above. The quilting is complete and the quilt can be seen at the Library. Plans are for it to be raffled off at the Brooks Hill Fair on Saturday, July 25th around 3 pm which looks like a go. A later date may have to be chosen depending upon relief from COVID re-strictions and ticket sales. Tickets are \$1.00 each or 6 for \$5.00. Online sales are available again this year at:

<https://upshurcounty.wv.governmentwindow.com/estore/james-w.-curry-library/library-fees.html>

Funds go to support our Summer Reading Programs and our Santa's Workshop Christmas program.

Sales to date:

61 books.....\$305.00

STAFF REPORT: I don't think I have ever been as happy to see a month in the rearview mirror as this month of May, now fading into that haze of forgotten nightmares. It has been fraught with frustration, false starts, and the confusion of switching between working *at* work and working *from* home. That said, I am exceedingly grateful to have been able to continue working.

One breath of fresh air came as the Trust stopped hemorrhaging and made a bit of recovery. Fund raising efforts are stalled overall, but some raffle tickets have been sold. Without the Strawberry Festival and the Blue Grass Festival, we are way behind where we hoped and anticipated being at this point. Still, we have managed to sell 61 books valued at \$305.00. Our quilt ad on Facebook has done very well reaching 2,950 people thus far without boosting. The start of summer Glow Stick party has been pushed back to sometime in the fall. The Brooks Hill Community Building is at this point planning on going ahead with the Brooks Hill Fair and ad hoc fund raising discussions are exploring options like a green screen photo booth in addition to our regular offerings.

One of the frustrations came as we struggled to give some sort of shape to our Imagine Your Story Summer Reading Program. In light of the pandemic and its restrictions the West Virginia Library Commission purchased READsquared, an online reading application for the libraries within the State system. Given the once-in-a-lifetime nature of the pandemic, I had hoped we might be included since we are considered a "branch on paper" for some purposes. After several emails the following reply was sent to me, Paul Norko and Lisa Hechesky: "READsquared was given the public library and branch information when the contract was drawn up. So, no, James Curry cannot be considered a branch of Upshur. You can always refer interested patrons to the Upshur County Public Library to participate in virtual services." This was extremely disappointing. An individual purchase (lease) of a decent, secure online program is cost prohibitive and of poor roi when not everyone has reliable internet access. After discussion with GST, the available freeware was determined to be too risky security-wise to host in house and cost prohibitive to purchase secure hosting. The situation was further compounded by the sudden school closure and changes in the Title I program effecting the summer academic challenge. With some difficulty and burning of midnight oil, a paper tracking system has been devised to allow for flexibility warranted by the situation as well as meet anticipated academic challenge standards.

After talking with Donnie Tenney (thanks, Carrie) we are in a somewhat better place with the Wes-Mon-Ty Grant. The pumpkin seeds are in the ground and the space between the rows has been planted with Dutch White clover to add nitrogen and hold the soil. Now it Mother Nature will cooperate... As for the Leap Into Science grant and the IMLS-Prenda grant; they went to the back burner until we get summer reading moving in the right direction. The restrictions on meetings and space means that we essentially do the program on an individual basis as each family comes to the library. So far in week one, we have done the equivalent of 6 programs in 2 days with 3 more registered families anticipated. So far, parents and readers seem well pleased with the arrangements and the program. We continue to look toward providing content online. Toward the end, a private Facebook™ page has been created for the summer reading program and registered participants. We also are planning to add controlled group activities as restrictions on size and venues relax. Attention will be given to moving the other grants into the digital environment as time and resources permit.

Calls regarding the campground are increasing. With the opening of private and State parks to out of state campers June 10th we anticipate we will be able to open soon. On Monday, June 8th we will be able to open the playgrounds and pavilions. With that in mind, unless things change between now and then, please plan on an Advisory Board Meeting, Wednesday June 24th at 10 am in the small pavilion (closest the library) followed by a Fund Raising Committee meeting at 11:30 am.

Zoom fatigue is real — here's why video calls are so draining

May 19, 2020 / [Llby Sander](#) + [Oliver Bauman](#)

60

(Note: In addition to my own bout of “Zoom fatigue,” I have included this article in response to comments I heard from parents as they undertook homeschooling due to the pandemic lock-down. Some children were expected to watch a minimum of 5 videos a day. This was challenging given both the infrastructure and the format. Things to consider as we move forward and into fall.)

For many of us, working from home during COVID-19 has meant we are spending a lot of time on video meeting applications like Zoom. The effects of this have taken us by surprise. Having giant heads staring at us up close for long periods can be off-putting for a lot of us. Never mind that we feel we should fix our hair (COVID mullet anyone?), put on makeup, or get out of our pajamas.

So why are online meetings more tiring than face-to-face ones? People feel like they have to make more emotional effort to appear interested, and in the absence of many non-verbal cues, the intense focus on words and sustained eye contact is exhausting. Meetings in person are not only about the exchange of knowledge; they are also important rituals in the office. Rituals provide comfort, put us at ease, and are essential in building and maintaining rapport. Face-to-face meetings are also important mechanisms for the communication of attitudes and feelings among business partners and colleagues. Emotions precede and follow all our behaviors, and influence management decision-making. Sensitive topics are often canvassed, requiring us to notice subtleties and display empathy.

How are Zoom meetings different from in-person meetings? Our brains can only do so many things consciously at once, because we have limited working memory. In contrast, we can process much more information unconsciously, as we do with body language. Meeting online increases our cognitive load, because several of its features take up a lot of conscious capacity.

1. We miss out on a lot of non-verbal communication

Our feelings and attitudes are largely conveyed by nonverbal signals such as facial expressions, the tone and pitch of the voice, gestures, posture and the distance between the communicators. In a face-to-face meeting, we process these cues largely automatically and we can still listen to the speaker at the same time. But on a video chat, we need to work harder to process nonverbal cues. Paying more attention to these consumes a lot of energy. Our minds are together when our bodies feel that we're not. That dissonance — which causes people to have conflicting feelings — is exhausting. Also, in face-to-face meetings we rely heavily on nonverbal cues to make emotional judgements, such as assessing whether a statement is credible. We automatically take in information such as: Is the person fidgeting? Predominantly relying on verbal information to infer emotions is tiring.

2. What if the kids run in?

We feel anxious about our remote workspace and events that might make us look bad to our colleagues. Will my Zoom background suddenly fail, leaving my hoarding tendencies on full display? And none of us want to be like Trinny Woodall, fashion guru and television presenter, who was doing a livestream when her partner walked naked across the room.

3. No water-cooler catch-ups

In person, we often meet people on the way to a meeting to catch up on issues or discuss our views before going in. We get coffee, and the simple act of relocating to a different room is energizing. But at home, we might be just working on a task and then we get on to Zoom, often without taking breaks. Also, walking is known to improve creativity, highlighting the importance of discussions while walking to meetings, moving around during the meeting, and holding the now popular stand-up meetings. But we can't walk on Zoom calls. And where we meet matters. The physical environment acts as a cognitive scaffold — we attribute certain meanings to meeting rooms — and this subtly changes our behavior.

This can include anchors to important topics such as creativity and problem solving.

4. Looking at our own face is stressful

The heightened emphasis on facial cues and the ability to see oneself can also act as a stressor. Viewing our own negative facial expressions, like anger and disgust, can lead to more intense emotions than when viewing similar facial expressions in others.

5. Are you listening or are you frozen?

Silence in real-life conversation is important and creates a natural rhythm. But in a video call, silence makes you anxious about the technology. Even a 1.2 second delay in responding online made people perceive the person talking as less friendly or focused. In addition, frustration with people turning their microphones on and off, lagging connections, and background noise mean the meeting rarely flows as smoothly.

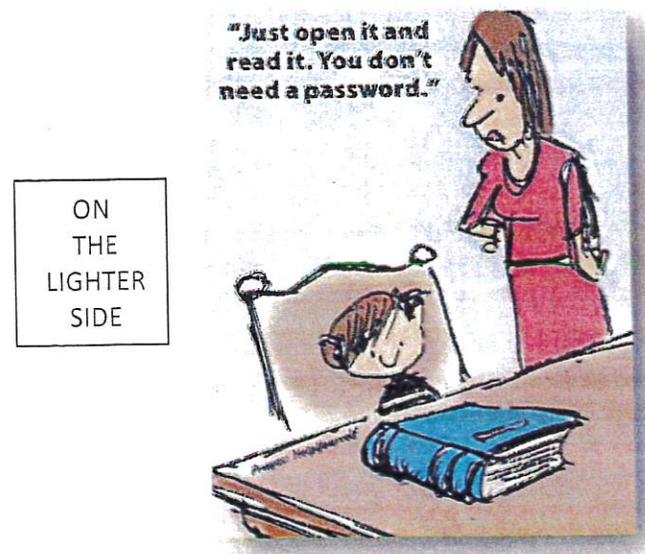
But it's not all Zoom and doom

On the upside, social anxiety is positively correlated with feelings of comfort online. So for people who dread physical meetings, meeting online might be a welcome respite. And even though the increased focus on verbal information in video meetings can be mentally more draining, it might also have some potential positive side effects by reducing biases due to social and emotional signals. For instance, certain physical factors, such as height, are linked to social dominance. But these factors are less apparent in video meetings, which could lead to increased emphasis on the merits of arguments.

How can we reduce the fatigue?

With predictions that the new workplace "normal" will be very different from the old one, it seems that Zoom is here to stay. However, there are a number of steps we can take to reduce the negative effects of online video meetings. Firstly, consider whether the meeting needs to happen. In some cases, shared document platforms with detailed comments can reduce the need to meet. Limiting the number of Zoom meetings in a day can assist, as well as using messaging and email. And sometimes, the phone is better. On the phone, we only have to concentrate on one voice and can walk around which can help thinking.

<https://ideas.ted.com/zoom-fatigue-is-real-heres-why-video-calls-are-so-draining/>



"Shutting down libraries has a tremendous impact on the communities that we serve," says Ramiro Salazar, president of the Public Library Association and director of San Antonio Public Library. "Until they're closed, sometimes folks don't realize how important libraries are to them."

**Tennerton PSD
Meeting Agenda
June 10, 2020**

2:00 pm

- A. Call meeting to order.
- B. Reading / correction / approval of last month's minutes
- C. Financial report and approval of bill payments
- D. TPSD maintenance report
- E. New service report
- F. Discussion on Stoney Run Tap
- G. Shut off report
- H. Customer leaks and adjustments
- I. Annual report
- J. Customer complaints.
- K. Discussion on Rule 30-B
- L. Adjournment

UPSHUR COUNTY SENIOR CENTER

TO: Upshur County Senior Center Board of Directors
FROM: Sarah Campbell/Ransom Hackett
MEETING: Senior Center Board of Directors
DATE: June 10, 2020
TIME: 12:00 PM
PLACE: Conference Room, Upshur County Senior Center
Lunch: 11:30 in Nutrition Site
Minutes Attached
Director's Report Attached
Finance Report Attached

AGENDA

Call to Order

Roll Call

Approval of Minutes

Directors Report

Public Comments

Financial Report

Previous Business

Purchase of Supplies for Kitchen

New Business

COVID-19 Supplement Funding NGA

Title III Budget Revisions

LIFE Budget Revisions

Pallottine Grant Recipient 2020

Personnel Matters

Part-time Janitor Position

Full-Time Nutrition Site Supervisor Position

Next Meeting

Adjournment



Annual Planning Session: June 10th, 2020

- **CVB Business:**
 - Call Meeting to Order
 - Approval of Minutes
 - Treasurer's Report
 - New Business
 - Board Members: review & sign Conflict of Interest Policy & Adopted Standards
 - Review, Discuss & Approve FY 2020 – 2021 Budget
 - Employee Status

- **YEAR IN REVIEW:** looking back to 2019 - 2020
 - Increased staffing at the Event Center
 - More focus on blog posts and e-mail marketing
 - Re-Launch of the Advertising Grant Program
 - Viewfinders & Stickers
 - Audra State Park, Strawberry Festival and Festival Fridays rack cards

- **LOOKING FORWARD** to 2020 – 2021
 - Social Media and Community Relationships
 - Board Input – Direction & Visions

- **COMMITTEE REVIEW**
 - Finance Committee
 - Event Center Committee

Buckhannon-Upshur Airport Authority Agenda

Buckhannon-Upshur Airport Authority-Virtual Meeting via Telephony or ZOOM ¹

Thursday, June 11, 2020 at 4:00 pm

- A. Call to order
- B. Recognized guests and public comment period
- C. Officer/Committee/Consultant Reports:
 - President's Report – Rich Clemens
 - Past Due Accounts – status
 - WV Surplus application - status
 - Networking Installation Planning Report - Phil
 - Dusty (DOH) potential truck purchase
 - Updated Website Online – Please Check
 - Treasurer's Report – Phil Loftis, Treasurer
 - Approval of invoice #4869 from Mi-Tec Computer Solutions \$180
 - Secretary's Report – Brian Huffman, Secretary
 - RFP for Fence Clearing - status
 - Engineering Reports – Melissa Defibaugh, Chapman/Technical
 - Agreement for Professional Engineering Services
 - Notice of Award for Runway Rehabilitation Project
 - Operations – Jamie Wilt, Jennifer Powers
 - Aircrafts Tied Down - status
 - USDA rabies vaccine drop team tentatively schedule for August 21, 2020
 - T-3 (Tyler Barger) hangar has a roof leak
 - Update fuel prices JetA and AVGas?
 - Hangar repairs – update and status
- 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:
- H. Board Member Comments and Announcements
- I. Adjournment

Notice: This (and possible future meetings) are being held using a conference call and the electronic application 'Zoom'. Should you desire to attend this meeting electronically you will need to contact the Authority (secretary@flyW22.com or 304-439-8421) at least one hour prior to the meeting to gain the necessary information to join the meeting. All meetings of the Authority are open to the public and shall return to the Airport facilities when deemed safe for all participants. Thank you for your understanding.

¹ Due to Covid-19 concerns and per WV Code 6-9A-2(5) "Meeting" means the convening of a governing body of a public agency for which a quorum is required in order to make a decision or to deliberate toward a decision on any matter which results in an official action. Meetings may be held by telephone conference or other electronic means.

UPSHUR COUNTY SAFE STRUCTURES AND SITES
ENFORCEMENT BOARD

Meeting Agenda

Upshur County Administrative Annex

Thursday, June 11, 2020

3:00 p.m.

- I. Call meeting to order
- II. Recognition of Guests
- III. Public Comment
- IV. Approval of previous meeting(s) minutes
 - March 12, 2020
- 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 June 2020 meeting.
 - 101019-02 (Chewning) – Review photographs of property
 - 111419-01 (Browning) – Review photographs of property
 - 010220-01 (Gardner) – 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, July 9, 2020 beginning at 3:00 p.m. at the Upshur County Administrative Annex, 91 West Main Street, Suite 101, Buckhannon, WV.

Notice of Meeting

Buckhannon-Upshur Parks and Recreation Advisory Board

Location: Pavilion Upshur County Park

Date: June 15, 2020

Time: 5:30 PM

PLEASE NOTE MEETING WILL BE AT THE Pavilions located at the Upshur County Park

Agenda

1. Call meeting to order.
2. Approve March minutes
3. Discussion of design for sign at Upshur County Parks for end of drive by Rt 20
4. Discussion of finishing Trail signs
5. Discussion of finishing Trail markings
6. Discussion of fundraisers for creating disk golf course
7. Public comment
8. Adjournment

Notice of Meeting

for

Upshur County Fire Board, Incorporated

(Statutory Corporation per Chapter 7 Article 17 of the WV Code)

Location: Upshur County Administrative Annex, Suite 101, 91 W. Main Street

Date: Tuesday, June 16, 2020

Time: 6:30 p.m.

AGENDA

Call Meeting to Order

Approval of Minutes---May 19, 2020

Final Distribution of 2019 Fire Fee funds

Public Questions/Comment Period

Report from Fire Fee Clerk on Collections and/or Operational Procedures

- Cumulative report
- New Printer update
- Night deposit box update

Financial Matters/Items

- Bank Statement---Checking Account Balance as of 5/29/2020---\$80,468.36
- Disbursement from Chief Tax Deputy for May---\$TBD prior to the meeting

Payment of Bills/Invoices

- Software Systems---Invoice #33891---Maintenance Charge May---\$206.00
- Upshur County Commission---Reimbursement---Postage January-March---\$397.75

Review and approve 2020 Fire Fee Statement

Review/approval of online/night deposit box advertisement of Fire Fee payments

Discussion/approval of Copier reassignment

Review and Approval laptop estimate

Review and Approval of Corrective Tickets and Exonerations

Other Items/Matters to Consider

Date of Next Meeting---July 21, 2020---Adjournment



**Notice of Monthly Meeting
Upshur County Farmland Protection Board**

Due to Executive Order No. 9-20, and in compliance with the WV Ethics Commission's opinion regarding the Open Meetings Act during the coronavirus pandemic, board member and citizen attendance for this meeting will be limited to telephonic conference access. Any person wishing to attend this meeting will be able to join the meeting by dialing in as follows:

Location: Via teleconference
 Dial-in Number: 605-313-5111
 Access Number: 132-322

Date: June 18, 2020
Time: 2:00 pm

Regular Meeting - AGENDA

CALL MEETING TO ORDER / ROLL CALL

PUBLIC QUESTIONS / COMMENT PERIOD

APPROVAL OF MINUTES: May 2020

BUSINESS ITEMS – Discussion/Update/Action

- Locally important soils – Review of current applications & update from John
- Call for applications - deadline date of August 1st

FINANCIAL MATTERS – Discussion/Update/Action

- FY20 Financial Spreadsheet / Financial Report
- Payment of Bills / Invoices ---
 - o Saddleback Services

OTHER BUSINESS –

DATE OF NEXT MEETING

ADJOURNMENT

**City Council of Buckhannon – 7:00 pm in Council Chambers
Meeting Agenda for Thursday, June 18, 2020**

71

Channel 3 is Live Streaming our City Council Meetings here:
<https://www.facebook.com/ch3buckhannon/>

Please send public comments to buckhannon@buckhannonwv.org via email or drop them in the mail, or dropbox behind City Hall.

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
- A.4 COVID-19

B. Recognized Guests

- B.1 Mitchell Shaw-President Upshur County Recreational Complex

C. Department & Board Reports

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

D. Correspondence & Information

- D.1 Mayor's Proclamation-Rose Clutter Birthday
- D.2 Letter to WV Culture & History RE: Request Extension on FY19-20 Grant Award -Colonial Theatre June 15, 2020
- D.3 Mayor's Remarks- Dedication of the Gallery at Colonial Theatre & Opening of Youth Arts Exhibition June 5, 2020
- D.4 Mayor's Water Board Remarks June 11, 2020
- D.5 Thank you from WVSF President Sandra Bennett
- D.6 Mayor's Remarks-Racism Vigil at Jawbone Park June 5, 2020
- D.7 Fish Hawk Acres LLC Zoning Form to ABCA
- D.8 Canvass of Votes /Certification of Votes / Election June 9, 2020
- D.9 Letter from Nathan Fetty-Resignation Waste Collection Board
- D.10 Letter from Upshur Board of Health- Larry Carpenter request to remain on the Board for 5yr term
- D.11 Bid Opening Results- Rescue Fire Pumper Apparatus Truck
- D.12 Report of Cat & Dog Activity-Upshur County Commission-May 2020

E. Consent Agenda

- E.1 Approval of Minutes-Regular Meeting 06/04/2020
- E.2 Approval of Building and Wiring Permits
- E.3 Approval of Payment of the Bills
- E.4 Event Request-EMS Employee Appreciation-City Street Closure-June 27, 2020
- E.5 Event Request-2020 Buckhannon Pridefest -Jawbone Park-June 27, 2020

F. Strategic Issues for Discussion and/or Vote

- F.1 Approval to Close City Hall on July 6, 7, & 8 due to Electrical Service Panel Upgrade
- F.2 Approval Shallow Creek Kennels Inc. -Police K-9 Contract
- F.3 UCDA Innovation Center Sidewalk Easement Issue
- F.4 Application to WV Department of Arts, Culture, & History- Accessibility Grant Application for Colonial Theatre
- F.5 Community Meeting: Development of Madison Street Property to set date at Council Meeting on July 2, 2020

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. Executive Session -Personnel Matters Per WV Code § 6-9A-4
- J. Adjournment

Posted 06/15/2020

Next Regular Scheduled City Council Meeting Thursday, July 2, 2020

HODGESVILLE PSD
MONTHLY MEETING

May 5, 2020

4:00PM

The regular monthly meeting of the Hodgesville PSD was called to order at the District Office at 188 Fayette St. Buckhannon WV on the above date and time.

In attendance were Robert Wright, Chairman; Roger Ward, Secretary; Howard Cutright, Member; Terry Gould, Manager; Barbara Curry, UBS, Inc.

The reading of the March 3, 2020 minutes were read and approved. There are no minutes for the month of April due to no meeting being held due to COVID-19.

Approval of the bills being paid was approved by the signing of the checks and per conference call with the Board Members.

Terry Gould presented the monthly financial reports and bills to be paid. A motion to pay bills by Robert Wright, seconded by Howard Cutright.

The monthly billing and accounts receivable were reviewed by all members present.

The Board reviewed the past due accounts for the month of March and April. No Shutoffs for for the two months due to WV PSC Covid 19 instructions. Thus far, there has been no real change in receivables. Past due notices are still being mailed out and the Secretary is making phone calls to past due customers. Actually, the number of past due accounts were down from normal. We believe the customers receiving tax refunds and the IRS stimulus (COVID-19) have helped in this matter.

Terry Gould discussed the following topics:

* Alan Westfall sent an email stating that Scott, his employee, would soon have the information for the CCR Report which is due July 1, 2020. Robert Wright mentioned and Terry Gould agreed that Alan is take care of the full CCR report including preparing and publishing. Barbara will check with Alan on this matter.

*2 Taps: one for a Clevenger on Gum Mountain has been installed and one is pending

on Buckhannon Mtn. Rd. for Mrs. Nanners.

* The Board approved the renewal of the liability insurance with Philadelphia Insurance for the upcoming year. Motion by Robert Wright and seconded by Roger Ward.

*David Wamsley completed the annual backflow testing required by the City and turned in the results to the City.

*Water consumption is still down, but continuing leak detection to hopefully lower even more. We are slowly getting the past due amount to the City paid. The monthly past due payment is running roughly between \$3500 to \$4200. This amount is based upon 6.42% of accounts receivable for the month.

*Received email from Randy Watson of Thrasher Engineering stating Hodgesville PSD had been approved for funding of the Water System Improvement Project. He will be in the area next week seeking pump station sites.

*Presented the Board with customer adjustments for the month of March and April. Both months were signed and approved by Roger Ward and Howard Cutright.

There being no further business to discuss the meeting adjourned at 5:20pm

Signed:

Roger Ward
Howard Cutright
Robert Wright

Adrian Public Service District

May 7, 2020

Monthly Board Meeting

Present from Adrian PSD: Paul Spencer, Kelly Arnold, Carolyn Douglas, Lindsey Woody, Norma Woody and Eric Brunn.

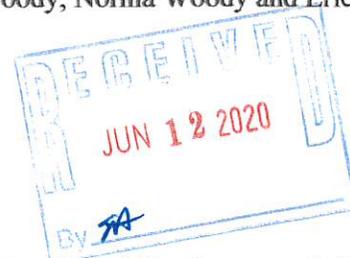
Visitors: none

All motions were unanimous unless otherwise noted.

The meeting was called to order at 2:52 pm by Chairman Spencer.

Minutes of the March 6th meeting were read. Kelly made the motion to approve the minutes and Carolyn second. There were no April minutes as board meeting was cancelled due to Coronavirus.

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



Old Business

- Phase VIII-Board looked at the proposed extensions in Phase VIII carefully as to narrow down what sections of the extension are essential and what is not essential. Lindsey gathered data on the extensions and presented findings to the board. Discussions by board concerning the possible removal of Get Out Road, Little Trace Run, and Indian Camp from the Phase VIII project. Lindsey contacted Trey Horner, Horner Engineering, for current cost estimates on each extension. Board agreed to continue discussions with Trey at future meeting.
- Lindsey presented board with bid proposal for Right of Ways from Morgan Haymond. The board agreed to table the discussion for future meeting with Trey.

New Business

- Board discussed Rock Cave Broadband Tower site proposal from Rob Hinton. Rob proposed a new location for the tower outside the fenced Rock Cave Tanks, below on the hillside. Paul made a motion to approve, and Kelly second.
- The lease for the Rock Cave Broadband Tower was reviewed and tabled for future approval.

Items for Discussion/Action/Approval

- None

Maintenance – Eric

- Fixed six inch main break at Abbott Road.
- Purchased new fuel pump for diesel tank (Transfer).
- Four new taps were installed.
- Two new taps to install this month.
- Two leaks located to fix. One located on Route 20 South Road and one on Alexander Road.
- A tree fell on fence at Alexander Tank site. Fence will need repaired.

Office Report

- Lindsey currently working on the CCR (Consumer Confidence Report).
- Lindsey and Norma to start Lead & Copper Testing in June.

The meeting adjourned at 4:00 pm. Next regular meeting will be June 4, 2020 at 3:00 pm.

Board of Directors


Paul Spencer, Chairman


Carolyn Douglas, Vice Chairman


Kelly Arnold, Sec., Treas.

Upshur County Solid Waste Authority
Board of Directors Meeting
MINUTES
May 11, 2020

NOTE: Due to the COVID-19 issues, an April Meeting was not held.

Chair Joyce Harris-Thacker called the regularly scheduled meeting of the Upshur County Solid Waste Authority to order in the Recycling Garage next to the Conference Room of the UCSWA (located at 380 Mudlick Road, Suite 102, Buckhannon, WV 26201) at 4:30 PM on May 11, 2020. The meeting was moved to the Recycling Garage to ensure social distancing.

Present at the meeting were: Joyce Harris-Thacker, Mary Gower, James S. "Jay" Hollen, III, Director Burl Smith and Assistant Director Belinda Lewis. G. Paul Richter participated via FaceTime. Jacqueline (Jackie) McDaniels was absent. A quorum was present. There was one guest, Jeff Wamsley, Supervisor of the City of Buckhannon Waste Collection Department.

Minutes of the March 9, 2020 meeting had previously been sent to the members and were part of the Agenda packet. A motion to accept the minutes by Jay and second by Mary. Motion carried. The minutes were signed by the Chair and Director. Due to the COVID-19 issues, an April Meeting had not been held.

The Financial Report for April was presented by the Treasurer, Jay. Register Reports for the four bank accounts with First Community Bank covering February, 2020 were presented. The ending balances for the accounts are as follows:

	<u>March</u>	<u>April</u>
• REAP Account	\$ 1,244.76	\$ 1,192.39
• SWMB Account	\$ 7,556.11	\$ 4,931.26
• Money Mkt Account	\$ 19,557.91	\$ 19,558.55
• Operating Account	\$ 16,049.43	\$ 14,900.50

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

Director's Report:

Burl Smith and Belinda Lewis presented a written copy of the Director's Report for the Period from March 10 through May 11, 2020, 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:

Jeff Wamsley informed the board about activities undertaken at the direction of the Waste Collection Board. He reported although several recycling services have stopped, the Recycling Center has continued its operation and presented a report showing that in one month, 27.94 tonnage was collected. People are starting to be more willing to bring their recycling out to the Center and this is resulting in less contamination. He mentioned that Curbside, which had been suspended for April and May, is proposed to be restarted; a plan should be in place by June. It was noted that, at this time, recycling is lucrative

because mills are hurting for items. Paul asked about garden clippings and it was determined that had resumed two weeks prior.

Old Business:

- **FY 2021 SWMB Grant Application—**
It was reported that the FY 2021 Grant Application had been mailed prior to the April 30, 2020 deadline without the necessary signatures. The deadlines were not amended because of COVID-19, however, late signature submission was permitted. Jay moved that the Board sign the FY 2021 Grant Application. Second by Mary. Motion carried. This grant application was signed by Joyce and Jay.
- **Junior Conservation Camp Sponsorship—**
It was reported that due to COVID-19, the Junior Conservation Camp was cancelled.
- **B-U Middle School Spring Poster Contest—**
Due to the COVID-19 situation, the B-U Middle School Spring Poster Contest was also cancelled. Joyce noted that she had relayed the information about both the camp and the poster contest to the schools and they had been interested in participating.

New Business:

- **FY 2020 REAP Grant—**
Burl reported that the EDDM brochures had been printed and Belinda and he had prepared them for mailing. However, due to COVID-19, the information listed was no longer accurate because of cancellations and they could not be mailed. It will be necessary to have new brochures printed and discussion was held on budget adjustments to cover these brochures. Cost for the printing of these brochures exceeded \$2,000.
- **City of Buckhannon Curbside Supplement—**
It was agreed that a decision to donate or not will be determined at the June Meeting.
- **FY 2021 Proposed Budget—**
Jay found a discrepancy on the first column (change date from 2019-2020 to 2020-2021). It was noted that this budget is similar to the previous year's budget. Differences mentioned were: Conference dropped from \$1500 to \$1200; REAP Promo Items were added; Youth Camp decreased from \$1700 (which because of COVID-19 was not spent) to \$1200. This was a draft and will be an item on the June agenda for approval.
- **COVID-19 Issues—**
Discussions were held about the City's use of "Go To" to hold their meetings. (This is similar to Zoom but more secure). The Board Members asked Burl and Belinda to investigate amending the bi-laws to include video conferencing if COVID-19 so necessitates. A decision will be made about how to hold the June Meeting closer to date of the meeting when more is known about the virus situation. Burl noted that physical attendance at meetings is crucial when possible.

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UPSHUR COUNTY SOLID WASTE AUTHORITY

DIRECTOR'S REPORT—Burl Smith and Belinda Lewis

Period from March 10, 2020 to May 11, 2020

Activities include:

- Prepared and distributed by email the minutes of the 2/10/20 meeting.
- Checked 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 (\$2134.72) on 3/17/20. I made copies of the notice and put in file.
- Received email of Direct Deposit to Operating Account of SWMB Assessment check (\$1518.12) on 4/17/20. I made copies of the notice and put in file.
- One (1) Upshur County Magistrate Court check during this time period (\$50).
- Received monthly bank statements on the four accounts and reconciled balances. Everything is okay for March and April 2020. 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.
- Prepared checks for payment of bills for the April meeting and took them to Joyce and Mary for signatures.
- Prepared checks for payment of bills for the May meeting.
- Belinda cleaned office which included cleaning walls and windows, organizing cupboards and drawers, organizing event giveaway items and preparing inventory of everything in the office.
- Belinda arranged an alternative meeting place for the May 11th meeting; checked with Jeff about using the Recycling Garage and informed Board Members and others of the change via email.
- EDDM Mailing – had brochures printed and prepared for mailing. Due to the COVID-19 issue and cancelling of the April Make It Shine events, the brochure was not mailed.
- Belinda began working on March 17th. Belinda and Burl worked at least twice per week following COVID-19 guidelines.
- April UCSWA Meeting was cancelled due to COVID-19 Issues.
- Prepared Agenda and meeting package for the 5/11/20 meeting. Posted Agenda on the office window and emailed to UCSWA Board, Upshur County Commission, press, etc.
- City of Buckhannon revised recycling due to COVID-19. Curbside Pickup and Crossroads Recycling have been suspended.
- Prepared SWMB Grant Application, emailed it to the Board for review and as per the guidelines, it was submitted to the WV Solid Waste Management Board and the Region 7 Planning and Development Council. Signatures will be submitted after the May 11th meeting.
- Prepared a draft budget for FY 2021.
- Reviewed WVCORP Insurance Proposal, emailed copy to Board and placed on agenda for May Board Meeting.

Thanks—Burl and Belinda

UPSHUR COUNTY SOLID WASTE AUTHORITY

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- Checked mail at Post Office 2 or more times per week.
- Received email of Direct Deposit to Operating Account of SWMB Assessment check (\$2134.72) on 3/17/20. I made copies of the notice and put in file.
- Received email of Direct Deposit to Operating Account of SWMB Assessment check (\$1518.12) on 4/17/20. I made copies of the notice and put in file.
- One (1) Upshur County Magistrate Court check during this time period (\$50).
- Received monthly bank statements on the four accounts and reconciled balances. Everything is okay for March and April 2020. 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.
- Prepared checks for payment of bills for the April meeting and took them to Joyce and Mary for signatures.
- Prepared checks for payment of bills for the May meeting.
- Belinda cleaned office which included cleaning walls and windows, organizing cupboards and drawers, organizing event giveaway items and preparing inventory of everything in the office.
- Belinda arranged an alternative meeting place for the May 11th meeting; checked with Jeff about using the Recycling Garage and informed Board Members and others of the change via email.
- EDDM Mailing – had brochures printed and prepared for mailing. Due to the COVID-19 issue and cancelling of the April Make It Shine events, the brochure was not mailed.
- Belinda began working on March 17th. Belinda and Burl worked at least twice per week following COVID-19 guidelines.
- April UCSWA Meeting was cancelled due to COVID-19 Issues.
- Prepared Agenda and meeting package for the 5/11/20 meeting. Posted Agenda on the office window and emailed to UCSWA Board, Upshur County Commission, press, etc.
- City of Buckhannon revised recycling due to COVID-19. Curbside Pickup and Crossroads Recycling have been suspended.
- Prepared SWMB Grant Application, emailed it to the Board for review and as per the guidelines, it was submitted to the WV Solid Waste Management Board and the Region 7 Planning and Development Council. Signatures will be submitted after the May 11th meeting.
- Prepared a draft budget for FY 2021.
- Reviewed WVCORP Insurance Proposal, emailed copy to Board and placed on agenda for May Board Meeting.

Thanks—Burl and Belinda

Elkins Road Public Service District
Board of Directors' Regular Meeting
May 12, 2020

The regular monthly meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Tuesday, May 12, 2020.

Chair, Carey Wagner, called the meeting to order at 4:00 p.m. and led the group in the Pledge of Allegiance.

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

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

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

Recognize that three (3) customers were present.

APPROVAL OF MINUTES

April Meeting was cancelled due to COVID 19.

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

WVCORP RENEWAL FOR 2020-2021

Carolyn presented the renewal from WVCoRP to the Board for review and approval. Sonny Matthews made a motion to approve the renewal. Seconded by Larry Heater. Motion carried

WEBSITE ONLINE PAY OPTIONS

The Board looked over several proposals for online bill pay options. Sonny Matthews made a motion to approve implementing online bill pay. Seconded by Larry Heater. Motion carried

WVRWA 2020 CONFERENCE-AUGUST 15-19, 2020

The WVRWA Conference that will be held this year at Snowshoe was discussed. It was decided that there will be five attendees. Sonny Matthews made a motion to attend the conference this year. Seconded by Larry Heater. Motion carried

Elkins Road Public Service District
Board of Directors' Regular Meeting
May 12, 2020

PHASE III EXTENSION PROJECT

SCBG Funds Request # 13 was presented from Region VII in the amount of \$15,441.31. **Sonny Matthews made a motion to approve the request. Seconded by Larry Heater. Motion carried**

PHASE III EXTENSION PROJECT

Greg Belcher, Chapman Technical Group, sent a third amendment for approval to adjust their fees for Phase III Extension due to having to do a re-bid on two contracts. **Sonny Matthews made a motion to approve the Amendment # 3. Seconded by Larry Heater. Motion carried**

MAINTENANCE

Dave Wamsley, System Operator, discussed the March/April Maintenance Report which he had prepared for the meeting. Dave also prepared a leak detection schedule and presented it to the Board (as requested by Carey due to the continued rise of unaccounted for water loss).

OTHER BUSINESS

Carolyn Douglas requested that the monthly meeting time be changed from 5:30 p.m. to 4:30 p.m. **Sonny Matthews made a motion to accept the time change. Seconded by Larry Heater. Motion carried**

There being no further business, **the meeting adjourned on motion made by Sonny Matthews and seconded by Larry Heater. Meeting adjourned at 4:50 p.m.**

The next regular monthly meeting will be held on Tuesday, June 2, 2020 at 4:30 p.m.

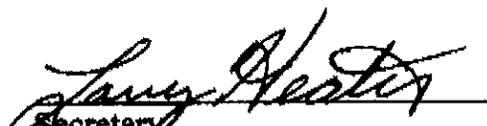
Respectfully submitted:

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

Attachments: Agenda
Sign In Sheet

Approved By:


Board Chair/Treasurer
Carey Wagner


Secretary
Larry Heater


Board Member
Sonny Matthews

Note: Recorded Meeting

Tennerton Public Service District
Monthly Meeting
May 13, 2020

The regular monthly meeting of the Tennerton Public Service District was held at the District office at 188 Fayette Street, Buckhannon West Virginia on May 13, 2020.

In attendance were Joe Tenney, Elmer Tenney, John Barnes, Terry Gould and Vickie Dean

The meeting was called to order promptly at 2:00 pm by Joe Tenney chairman. The minutes of the previous meeting held on March 11, 2020 were read, there being no corrections or additions, motion to approve was made by Joe Tenney, seconded by John Barnes. No meeting was held in April due to Covid-19.

Terry Gould presented the monthly financial reports and the bills to be paid. A motion to pay the invoices was made by John Barnes and seconded by Elmer Tenney.

The board reviewed and approved the previous month's credit memos.

Terry Gould reported on the following:

- Paul Ringer from Ringers Inc. offered \$3000.00 for the old generator. Mr. Ringer and the board both agreed that the \$3000.00 will be applied toward invoices owed to Ringers Inc. They will remove the generator.
- The blanket permit has been received from the Department of Highways. Our fee is \$3.37 ft.
- John Marteney repaired the fence where a tree fell on it at Sunny Buck.
- Insurance with WV Corp is \$3918.00 for new premium per year. Terry will contact Bill Bailey to see if he can compete for our business.
- Discussed the complaint from Charles Smith to the Attorney General's office which they turned over the the PSC. Terry read his rebuttal and was approved by the board.
- Increase was approved and should be on this month's billing. This was a pass through from the city's increase of what we pay. \$5.38 per 100 gal. treatment. We currently owe the city \$111,000.00.

There being no other business to discuss, motion was made by to adjourn by Joe Tenney seconded by Elmer Tenney.

Approved

Joseph A. Tenney



Metis

Section II

Statement of Values

Upshur County Commission
049

LOC #	BLDG #	BUILDING NAME	BUILDING ADDRESS	STATUS	HISTORICAL BUILDING RCV	HISTORICAL CONTENTS RCV	HISTORICAL EDP RCV	NEW BUILDING RCV	NEW CONTENTS RCV	NEW EDP RCV	NOTES
1	5	Heavener Hall/Selbyville Youth Camp	76 Youth Camp Road, Selbyville, WV 26236	O	\$485,000	\$25,000	\$5,000	\$599,500	\$26,000	\$0	
1	6	Smith Assembly Hall/Selbyville Youth Camp	76 Youth Camp Road, Selbyville, WV 26236	O	\$309,000	\$25,000	\$7,000	\$404,500	\$26,000	\$0	
1	8	Dining Hall/Selbyville Youth Camp	76 Youth Camp Road, Selbyville, WV 26236	O	\$535,000	\$37,000	\$15,000	\$707,500	\$39,000	\$0	
2	2	County Park Pool Building	308 Bu Drive, Buckhannon, WV 26201	O	\$885,000	\$18,000	\$6,000	\$712,500	\$20,000	\$0	
3	1	Upshur Co Library	1150 Route 20 South Rd, Tennerton, WV 26201	O	\$2,620,000	\$788,000	\$112,000	\$2,788,500	\$0	\$0	
4	1	EMS Bldg	164 Pocahontas Street, Buckhannon, WV 26201	O	\$551,000	\$78,000	\$19,000	\$637,500	\$75,500	\$18,000	
5	1	Health Dept	15 N Locust Street, Buckhannon, WV 26201	O	\$431,095	\$80,000		\$465,000	\$0	\$0	
6	1	Old Jail Record Storage & File	14 S Locust Street, Buckhannon, WV 26201	O	\$1,296,000	\$103,000	\$0	\$1,391,000	\$105,000	\$2,000	
8	1	Maintenance Bldg	40 Chancery Street, Buckhannon, WV 26201	O	\$380,000	\$57,000	\$5,000	\$625,000	\$65,000	\$5,000	
9	1	Courthouse	40 W Main Street, Buckhannon, WV 26201	O	\$7,476,000	\$325,000	\$325,000	\$6,940,500	\$645,000	\$223,500	
9	2	Courthouse Annex	38 W Main Street, Buckhannon, WV 26201	O	\$4,808,000	\$415,000	\$217,000	\$5,493,500	\$510,500	\$177,000	



Metis

Section II

Statement of Values

Upshur County Commission
049

LOC #	BLDG #	BUILDING NAME	BUILDING ADDRESS	STATUS	HISTORICAL BUILDING RCV	HISTORICAL CONTENTS RCV	HISTORICAL EDP RCV	NEW BUILDING RCV	NEW CONTENTS RCV	NEW EDP RCV	NOTES
11	1	James Curry Library	1721 Brooks Hill Road, French Creek, WV 26218	O	\$312,000	\$168,000	\$25,000	\$319,000	\$0	\$0	
16	1	E911/OEM Building	181 Pallottine Drive, Buckhannon, WV 26201	O	\$1,482,000	\$61,000	\$54,000	\$1,000,500	\$117,500	\$77,000	
17	1	Administrative Annex Building	91 W. Main Street, Buckhannon, WV 26201	O	\$438,000	\$49,500	\$14,000	\$469,000	\$27,500	\$9,000	
2	X	County Park Pool	308 Bu Drive, Buckhannon, WV 26201	O				\$1,095,000	\$0	\$0	
X	X	Animal Shelter	318 Mud Lick Rd., Buckhannon, WV 26201	O				\$284,500	\$27,000	\$5,500	
1	X	Pool	76 Youth Camp Road, Selbyville, WV 26236	O				\$272,000	\$0	\$0	
Status: O = Occupied V = Vacant									HISTORICAL COMBINED TOTAL		\$25,041,595
									NEW COMBINED TOTAL		\$26,406,000
									CHANGE		\$1,364,405
									PERCENTAGE CHANGE		5.45%

Please review; provide notes or comments (if needed), sign below and return to Member Services Department.

Print Name _____ Title _____ Signature _____ Date _____