

Upshur County Commission Meeting Agenda

- Location: With the exception of employees, the meeting will be held telephonically due to COVID-19. News outlets and the public are encouraged to utilize the conference line. Please dial 1-800-719-6100, 1-717-275-8940 or 1-712-832-8330 Access Code: 898 8882 to enter the conference call.
- Date of Meeting: September 17, 2020
- 9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
 - September 10, 2020
- 9:15 a.m. Consider Request for Hearing filed by Richadeen Gardner --- Case Number 010920-01 (Warren Tax District – Tax Map 8D – Parcel Numbers 12, 13, 14) * Page 4
- 11:00 a.m. Meeting with Elected Officials to further discuss continued operations as they relate to COVID-19
- 2:00 p.m. Hearing in the Estate of Doris Jean Carr – Consider (1) acceptance of the Last Will and Testament and (2) appoint an Administrator and set Penalty of Bond *

Items for Discussion / Action / Approval:

1. Approval and signature of 2019 Board of Assessment Appeals (BOAA) meeting minutes. * Page 5-6
2. Determine 2020 Board of Assessment Appeals hearing schedule. * Page 7
3. Consider request from Patty Wager, on behalf of the Buckhannon-Upshur Visual Arts Department, for permission to utilize the large pavilion at the Upshur County Recreational Park on weekdays during September and October from 9:30 a.m. to 1:00 p.m. without fee. * Page 8-9
4. Approve Invoices for Payment, Purchase Card Invoices for Payment, Budget Revisions / Financial Reports or Information, Correction of Erroneous Assessments, Exonerations/Refunds, Grant Updates / Requests for Reimbursements, Final Settlements, Vacation Orders, Consolidation of Land Tracts, Facility Maintenance Concerns or Updates, Road Name Requests, Project Reports / Updates, Request to Attend Meetings, Request for Day(s) Off.

For Your Information:

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

1. Correspondence from Charles Grishaber, State Coordinator with the State Office of the National Flood Insurance Program, notifying WV state and local governmental entities and non-profit organizations that flood insurance may be available through the National Flood Insurance Program (NFIP). Page 10
2. Upshur County E911 Communication Reports – August, 2020 Under separate cover
 - Monthly Department Summary Report
 - Monthly Wrecker Report
 - YTD Wrecker Report

3. Public Notices:

a) Newsletters and/or Event Notifications:

- Blood Donation Drive hosted by St. Joseph's Hospital and the Rotary Club of Buckhannon-Upshur on October 8th from 9 a.m. to 3 p.m. [Page 11](#)

b) Agendas and/or Notice of Meetings:

- Upshur County Public Library September 16, 2020 [Page 12](#)
- City Council of Buckhannon September 17, 2020 [Page 13](#)
- Special Session of City Council of Buckhannon September 24, 2020 [Page 14](#)
- Elkins Road PSD October 6, 2020 [Page 15](#)

c) Meeting Minutes:

- Upshur County Safe Structures & Sites Enforcement Board June 11, 2020 [Page 16-17](#)
- Upshur County Safe Structures & Sites Enforcement Board July 9, 2020 [Page 18-19](#)
- Upshur County Solid Waste Authority August 10, 2020 [Page 20-22](#)
- Upshur County Convention & Visitors Bureau August 12, 2020 [Page 23](#)
- Tennerton PSD August 12, 2020 [Page 24](#)

d) Meetings:

- 10/06/20 5:30 p.m. Elkins Road PSD
- 10/06/20 4:00 p.m. Hodgesville PSD
- 09/03/20 7:00 p.m. Banks District VFD
- 09/03/20 7:00 p.m. City Council of Buckhannon
- 09/03/20 7:00 p.m. Selbyville VFD
- 09/14/20 12:00 p.m. Upshur County Family Resource Network
- 09/14/20 4:30 p.m. Upshur County Solid Waste Authority
- 09/14/20 5:30 p.m. Buckhannon-Upshur Recreational Park Advisory Board
- 09/07/20 6:00 p.m. Lewis-Upshur Community Corrections Board – Lewis Co.
- 09/08/20 7:30 p.m. Adrian VFD
- 09/03/20 6:00 p.m. Buckhannon-Upshur Board of Health
- 09/16/20 7:00 a.m. Upshur County Development Authority – Executive Board
- 09/09/20 12:00 p.m. Upshur County Senior Center Board
- 09/09/20 3:00 p.m. Upshur County Conventions & Visitors Bureau
- 09/09/20 7:00 p.m. Warren District VFD
- 09/03/20 3:00 p.m. Adrian PSD
- 09/09/20 3:00 p.m. Tennerton PSD
- 09/10/20 3:00 p.m. Upshur County Safe Sites & Structures Enforcement Board
- 09/10/20 7:30 p.m. Buckhannon VFD
- 09/10/20 4:00 p.m. Buckhannon Upshur Airport Authority
- 09/17/20 6:30 p.m. Upshur County Youth Camp Board
- 09/20/20 6:00 p.m. Washington District VFD
- 09/21/20 12:00 p.m. Buckhannon-Upshur Chamber of Commerce
- 09/16/20 4:00 p.m. Upshur County Public Library Board
- 09/18/20 10:00 a.m. Wes-Mon-Ty Resource Conservation & Development Council
- 09/15/20 6:30 p.m. Upshur County Fire Board, Inc.
- 09/22/20 5:00 p.m. UC Enhanced Emergency Telephone Advisory Board
- 09/09/20 7:00 p.m. Ellamore VFD
- 09/16/20 12:00 p.m. Lewis Upshur LEPC

- 09/17/20 2:00 p.m. Upshur County Farmland Protection Board
- 09/23/20 10:00 a.m. James W. Curry Advisory Board
- 09/28/20 7:00 p.m. Upshur County Fire Fighters Association
- 09/09/20 6:00 p.m. Buckhannon River Watershed Association - Farm Bureau
- 09/11/20 11:00 a.m. Region VI Local Elected Officials

4. Appointments Needed or Upcoming:

- Upshur County Fire Board, Inc. (Linn Baxa – 6-30-2020) – Fire Association Representative

****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)

Next Regular Meeting of the Upshur County Commission
September 24, 2020 --- 9:00 a.m.
Upshur County Courthouse Annex

****The Commission Meeting on October 15, 2020 has been CANCELLED****

2020 SEP 14 PM 12:32
UPSHUR COUNTY CLERK
BUCKHANNON, WEST VIRGINIA
Richardeen Gardner
828 Wentz Ford Rd.
Buckhannon, WV 26201

9/9/2020

Clerk of the Co. Commission - Upsbur Co.
40 W. Main St. - Room 101
Buckhannon, WV 26201

RE: Petition order - # 010920-01

TO whom It may Concern:

As per the letter I was served on
8/26/2020 From U.C. Safe Structures
& Site Enforcement Bd., this letter
shall serve as my request for a
hearing.

Because of the health issues we
are facing, I would like to have this
hearing in the safest way possible.

Sincerely,
Richardeen Gardner

**Upshur County Commission Meeting
2019 Board of Assessment Appeals**

In accordance with WV State Code § 11-3-24b the County Commission of Upshur County, West Virginia, met as the Board of Assessment Appeals in the Upshur County Administrative Annex on October 23, 2019 after providing official notice of the meeting to the taxpayers requesting a hearing. The purpose of this body is to provide the taxpayers of Upshur County a means to appeal their property tax assessments. This Board shall meet as often as necessary until the work of the board is completed: *Provided*, that the Board shall adjourn *sine die* not later than October 31 of the tax year unless the Board, by majority vote, agrees to extend the term if necessary to afford the parties due process and to complete its work, after which it shall adjourn *sine die*.

The 2019 Board of Assessment Appeals session was called to order on October 24, 2019 at 1:12 p.m. by Sam Nolte. There were present Samuel R. Nolte, Commissioner; Kristie G. Tenney, Commissioner; Terry B. Cutright, Commissioner; Dustin W. Zickefoose, Assessor; and Carrie L. Wallace, County Administrator. The Board was originally scheduled to meet beginning at 11:00 am for the hearing scheduled with Greylock Pipeline Projects, LLC; however, pursuant to WV Code § 11-3-24b(d) the Commission assigned the appeal to hearing examiner, John Montgomery, during their regularly scheduled Commission Meeting on Thursday, October 10, 2019.

Each attendee stated their name and title for the record.

Ms. Wallace reported that Ms. Johnson, Pringle House LP's legal counsel, had requested to postpone their hearing to allow time to seek a commercial appraisal. On motion by Kristie Tenney, seconded by Terry Cutright, the Board agreed to postpone the hearing and directed Ms. Wallace to coordinate the rescheduling with Ms. Johnson for either October 30 or 31, 2019.

After discussion, on motion by Terry Cutright, seconded by Kristie Tenney, pursuant to WV Code § 11-3-24b (i) the Board voted to extend the term of the Board of Assessment Appeals until the hearing examiner has completed the Greylock Pipeline Projects, LLC hearing and issues an Order for Commission consideration.

There being no further business, on motion by Terry Cutright, seconded by Kristie Tenney, the Board recessed at 1:35 p.m.

The Board will reconvene on a date and time mutually agreed upon in coordination with Pringle House LP on or prior to Thursday, October 31, 2019 at the Administrative Annex located at 91 W. Main St., Buckhannon, WV 26201.

The Board reconvened on October 31, 2019. The session was called to order at 3:00 p.m. by Sam Nolte. There were present Samuel R. Nolte, Commissioner; Kristie G. Tenney, Commissioner; Dustin W. Zickefoose, Assessor; Carrie L. Wallace, County Administrator; and Lauren Johnson, Esq. via telephone conference.

Each attendee stated their name and title for the record.

Ms. Johnson and Mr. Zickefoose reported that they had come to an agreement prior to the hearing. Both agreed that due to the income constraints relative to the property, the true and actual value should be \$1,800,000 with an appraised value of \$1,080,000. On motion by Kristie Tenney, seconded by Sam Nolte, the Board agreed to issue an Order decreasing the values to those agreed to by both parties (copy included).

There being no further business, on motion by Terry Cutright, seconded by Kristie Tenney, the Board recessed at 3:15 p.m.

The Board will reconvene once the hearing examiner releases an Order regarding the Greylock Pipeline Projects, LLC appeal.

The Board reconvened on September 3, 2020 during a regularly scheduled Commission Meeting in the Courthouse Annex at 11:00 am. After discussion, on motion by Sam Nolte seconded by Kristie Tenney, the Commission approved and signed the Final Order adopting the Hearing Examiner's denial of the 2019 Greylock Energy LLC Application for Relief and Election. (copy included)

There being no further business, on motion by Sam Nolte, seconded by Kristie Tenney, the Board adjourned sine die at 11:10 am.

2020 Board of Assessment Appeals Schedule

October 1, 2020

Upshur County Administrative Annex

91 W. Main St., Suite 101, Buckhannon, WV 26201

11:00 am - Greylock Pipeline, LLC

1:00 pm – Stephen and Sirina Goff

2:00 pm - Pringle House LP

RENTAL CONTRACT

Buckhannon-Upshur Recreational Park
Attn: Tabatha R. Perry
91 West Main Street, Suite 101
Buckhannon, WV 26201
(304) 472-0535 x.2
trperry@upshurcounty.org

Patty Wager
Name of Individual

Visual Arts Department
Group or Organization

270 B-W Drive

Buckhannon, WV 26201
Address

304 439-0187
Telephone Number

Date(s): Week days, September & October, 2020
Arriving: 9:30am / 11:30am Departing: 11:00am / 1:00 p.m.

Facility to be rented:
Pavilion rentals may begin at 9:00 a.m. and conclude no later than 9:00 p.m.

Pavilion: Small: _____ \$25
Large: \$50

Rental Fee Due Date: _____
Tax Exempt: 55-6000407 **If yes, Certificate must be submitted** Attached.

The rental fee is to be received by the Upshur County Commission Office on or before the designated due date. No refund will be issued once the contract is signed, returned and payment is received. No refunds will be given for "bad weather" on the day of your rental. (i.e. rain, cold temperatures, etc....)

Due to COVID-19, in an effort to protect the health and safety of the public, current guidelines set forth by the Governor of WV and the Center for Disease Control and Prevention with regards to gatherings and social distancing shall be adhered to at all times. The facility will be cleaned before each reservation.

The person signing this rental contract, either for himself or herself personally, or on behalf of the organization listed, agrees to attend the activity for the duration of the activity, shall be responsible for leaving the facility and its surrounding area in a clean

manner, and shall be responsible for all accidents, injuries, damages or loss of property during the period the reservation is in force. The Upshur County Commission, its employees and agents shall be held harmless from any and all claims resulting from use of the rental facility by the renter.

The person signing this rental contract must be an adult, age 21 or older. For groups whose members are under 21 years of age, one chaperone must be provided for every 20 persons under the age of 21. The chaperone must be a parent of the groups' members, a teacher, or a sponsor of a school, church, or business function.

The Upshur County Commission, or its authorized representatives or agents, has the authority to void any and all rental agreements and to further ask any and all individuals and or groups to vacate the park property, if in their sole discretion, the individual(s) or group constitute a disruption of the safety and enjoyment of the park facilities by the general public at any given time.

WAIVER OF RIGHTS

P.D.W. (Initials) I, the undersigned, hereby agree to relinquish all claims, suits, attorney fees, damages, liability and any and all future rights to the same based on any and all negligent acts of the Upshur County Commission, and any and all of its agents and/or employees in connection with or incident to myself or my group's use of any of the property or facilities set forth in this Agreement.

P.D.W. (Initials) I, the undersigned, hereby acknowledge and agree that I have carefully read and fully understand the terms of this Waiver of Rights, and that I have been afforded an opportunity to request further explanation of the terms of this Waiver of Rights. After acknowledging the same, I am now knowingly, freely and voluntarily signing this rental contract and initialing this Waiver of Rights and agree to be bound by the terms and conditions thereof.

Patty Wager

 Signature of responsible individual

September 2, 2020

 Date

Please make checks payable to the Upshur County Commission.

Online payments may be made by visiting:

<https://upshurcountywv.governmentwindow.com/estore/parks-and-rec/parks-and-rec.html>

Please note – The above fee includes a 6% WV Consumer Sales Tax. Please inform the Upshur County Commission Office if your group is tax exempt so the fee can be adjusted. You must provide the Upshur County Commission Office a copy of your organizations' tax-exempt certificate with the contract in order to be eligible for this adjustment.

WV Offices of the Insurance Commissioner
 State Office of the National Flood Insurance Program
 PO Box 50540 - FN
 Charleston WV 25305-0540



JAMES A. DODRILL
 Insurance Commissioner

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

00019901010018



IMPORTANT NOTICE

September 2020

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

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

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

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

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

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

If you are unsure as to whether your agency's/organization's structure is located within a flood plain, contact your local county planning office or the NFIP at 1-866-356-6398 (1-866-FLOODWV). Flood maps are available at www.msc.fema.gov and graphical flood information covering most of the State can also be found on the WV Flood Hazard Determination tool at www.mapwv.gov/flood.

Any other questions may be answered by visiting www.floodsmart.gov or by contacting the State Office of the National Flood Insurance Program at OICFlood@wv.gov or 1-866-356-6398 (1-866-FLOODWV). Our website can be found at www.wvinsurance.gov/State-Office-of-the-National-Flood-Insurance-Program.

Sincerely,

Charles Grishaber, State Coordinator
 State Office of the National Flood Insurance Program

ICFLOOD
 Rev. 9/20

St. Joseph's Hospital and the Rotary Club of Buckhannon-Upshur will be holding a blood donation drive on Thursday, October 8th from 9 am to 3 pm in the social hall of the Holy Rosary Catholic Church in Buckhannon. The cancellation of many blood drives has created an urgent need for healthy, eligible people to donate blood. Blood donations assist patients diagnosed with cancer, accident and burn victims, and heart surgery and organ transplant patients.

The blood will be drawn by Vitalant, the blood supplier for St. Joseph's Hospital and United Hospital Center. As an additional benefit to donors, testing will also be done for antibodies to SARS-CoV-2, the coronavirus that causes COVID-19. Vitalant is the first national blood collector to implement this antibody testing. For more information about COVID-19 antibody testing, go to vitalant.org/antibodytest. Donors need to be identified prior to the drive and appointments scheduled. If you are willing to be a blood donor, go to Vitalant.org and log in to group code W4310005 or call 304-473-2164 for assistance.

Lisa A. Wharton, MA

Vice President

Marketing, Public Relations & Foundation

St. Joseph's Hospital

One Amalia Drive

Buckhannon, WV 26201

Phone: 304-473-2138

Fax: 304-473-2145

Email: Lisa.Wharton1@wvumedicine.org

**UPSHUR COUNTY PUBLIC LIBRARY
Board of Directors Meeting Agenda
Wednesday, September 16, 2020, 4:00 p.m.**

Agenda

- I. Call to Order
- II. Reading/Approval of Minutes
- III. Review/Approval of Monthly Financial Report
- IV. Librarian's Report – see attachment
- V. Unfinished Business
 - A. Parking Lot update
 - B. Emergency Plan
- VI. New Business
 - A. Resolution for State Farm
 - B. Email motion about Audit Committee
 - C. UCPL Coronavirus Response (to go with Emergency Plan)
- VII. Friends of the Library update – Ann Slaughter
- VIII. Setting date of next Board meeting
- IX. Adjournment

**City Council of Buckhannon – 7:00 pm in Council Chambers
Meeting Agenda for Thursday, September 17, 2020**

**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

B. Recognized Guests

- B.1

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 Special City Council Meeting Agenda 09/24/2020 RE: Financial Stmt 2019/20 & Probationary Police Officer Interviews
- D.2 WV Municipal League Annual Conference September 22-24, 2020-Virtual Platform
- D.3 K&M Properties LLC DBA Bicentennial Inn- Zoning Form to ABCA
- D.4 Altice USA-Franchise Renewal Notification
- D.5 Buckhannon Television Cable Board Meeting Agenda 09/30/2020 at 6:30pm
- D.6 Report of Cat & Dog Activity-Upshur County Commission-August 2020

E. Consent Agenda

- E.1 Approval of Minutes-Regular Meeting 08/20/2020
- E.2 Approval of Building and Wiring Permits
- E.3 Approval of Payment of the Bills

F. Strategic Issues for Discussion and/or Vote

- F.1 Approval COB Board Appointments FY 2020/2021-Planning Commission, Building Commission & UC Board of Health

G. Comments and Announcements

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

H. Mayor's Comments and Announcements

I. Executive Session -Property Matters Per WV Code § 6-9A-4

J. Adjournment

Posted 09/14/2020

Next Regular Scheduled City Council Meeting Thursday, October 1, 2020

***Special Session of City Council of Buckhannon - 2:00 p.m. in Council Chambers
Meeting Agenda for Thursday, September 24, 2020***

- A. Call to Order**
 - A.1 Moment of Silence**
 - A.2 Pledge to the Flag of the United States of America**

- B. Strategic Issues for Discussion and/or Vote**
 - B.1 Approval Financial Statement -General Fund & Coal Tax FY 2019/2020**
 - B.2 Possible Hire of Probationary Police Officer (After Executive Session)**

- C. Executive Session Per WV Code § 6-9A-4**
 - C.1 Interview Candidates for the Position of Probationary Police Officer**

- D. Comments and Announcements**
 - D.1 Mary Albaugh**
 - D.2 Pamela Cuppari**
 - D.3 C J Rylands**
 - D.4 David Thomas**
 - D.5 Jack Reger**
 - D.6 Randall Sanders**

- E. Mayor's Comments and Announcements**

- F. Adjournment**

POSTED 09/10/2020

**THE ELKINS ROAD PUBLIC SERVICE
DISTRICT WILL HOLD ITS REGULAR
MONTHLY MEETING ON TUESDAY,
OCTOBER 6, 2020 @ 5:00 P.M.**

**ANYONE WISHING TO ADDRESS THE BOARD SHOULD REQUEST TO BE PUT ON THE AGENDA BY FRIDAY, OCTOBER 2, 2020
FOR ADDITIONAL INFORMATION, PLEASE CALL 304-472-3008 MONDAY THRU FRIDAY 9-1.**

Upshur County Safe Structures and Sites
Enforcement Board
June 11, 2020

Members present: Greg Harris, Chris Cook, Brian Shreves and Chris Garrett

Members absent: Rick Harlow

Others present: Lucas Sosa, Health Dept. Intern

The meeting was called to order at 3:00 p.m. by Greg Harris.

The March 12, 2020 meeting minutes were reviewed. On Motion by Chris Cook, seconded by Brian Shreves, the meeting minutes were approved as presented.

The Enforcement Board reviewed the following cases:

061418-03 (Best) – The 18-month period having expired, on motion by Brian Shreves, seconded by Chris Cook, the Board moved to contact the new property owner.

101019-02 (Chewning) Reviewed photographs of the property. After discussion, on motion by Brian Shreves, seconded by Chris Garrett, the Board approved providing the property owner with their second extension set to expire on July 8, 2020.

111419-01 (Browning) Reviewed photographs of the property. After discussion, on motion by Brian Shreves, seconded by Chris Garrett, the Board approved providing the property owner with their first extension set to expire on July 8, 2020.

010220-01 (Gardner) Reviewed photographs of property. After discussion, on motion by Brian Shreves, seconded by Chris Cook, the Board approved providing the property owner with their first extension set to expire on July 8, 2020.

The Enforcement Board reviewed the following new cases:

Three new complaints were reviewed. Photographs will be presented to the Board for review at the next meeting.

061120-01

061120-02

061120-03

Public Comment:

None

Other Business:

The next meeting will be held on Thursday, July 9, 2020 at 3:00 p.m. in the Upshur County Commission Administrative Annex, 91 West Main Street, Suite 101, Buckhannon, WV.

By consensus of the Board, the meeting adjourned at 3:30 p.m.

Approved by:

Greg Harris
Greg Harris, Enforcement Officer

07-09-20
Date

Chris Garrett
Chris Garrett, Board Member

7/9/2020
Date

Rick Harlow, Board Member

Date

Kenneth "Brian" Shreves, Board Member

Date

Chris Cook
Chris Cook, Board Member

07-09-20
Date

Upshur County Safe Structures and Sites
Enforcement Board
July 9, 2020

Members present: Greg Harris, Chris Cook, and Chris Garrett
Members absent: Rick Harlow and Brian Shreves
Others present: Tabatha Perry

The meeting was called to order at 3:00 p.m. by Greg Harris.

The June 11, 2020 meeting minutes were reviewed. On Motion by Chris Cook, seconded by Chris Garrett, the meeting minutes were approved as presented.

The Enforcement Board reviewed the following cases:

061418-03 (Best) -- No deed changes have been made to date.

101019-02 (Chewning) Reviewed photographs of the property and noted no progress has been made. After discussion, on motion by Chris Garrett, seconded by Chris Cook, the Board approved to send a Petition for Order to the property owner and turn the case over to the Commission for further action.

111419-01 (Browning) Reviewed photographs of the property. After discussion, on motion by Chris Garrett, seconded by Chris Cook, the Board approved providing the property owner with their second extension set to expire on August 12, 2020.

010220-01 (Gardner) Reviewed photographs of property and noted most of the items are within the floodplain. After discussion, on motion by Chris Garrett, seconded by Chris Cook, the Board approved providing the property owner with their second extension set to expire on August 12, 2020. Furthermore, the Health Dept. still has an open case against the property owner for lack of septic system.

061120-01 (Stanley Lane) The Board reviewed photographs of the property. The reported two camping trailers without facilities are no longer on the property; however, there are about three non-licensed vehicles. On motion by Chris Cook, seconded by Chris Garrett, the Board approved to refer this case to the DOT REAP for further handling. There is one remaining trailer on the property that the Health Dept. is going to investigate further.

061120-02 (Rhodes) The Board reviewed photographs of the property. On motion by Chris Garrett, seconded by Chris Cook, the Board moved to refer this case to the DNR and send the initial required action letter to the property owner. The initial deadline will be August 12, 2020.

061120-02A (Brittany Lane) The Board reviewed photographs of the property. The property is vacant with mainly an accumulation of wood. The Board concluded there is no violation of the Ordinance and moved to close the case on motion by Chris Garrett, seconded by Chris Cook.

061120-03 (Keener) The Board reviewed photographs of the property. Greg Harris spoke with the property owner regarding his desire to sell the property after removing the camper. On motion by Chris Garrett, seconded by Chris Cook, the Board moved to provide the property owner with the initial deadline of August 12, 2020 (30 days) to remove the camper and related items.

The Enforcement Board reviewed the following new cases:

070920-01 (Hensil) On motion by Chris Cook, seconded by Chris Garrett, the Board moved to refer the case to the Health Department due to the sewage issues.

Public Comment:

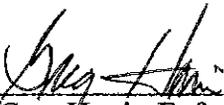
None

Other Business:

The next meeting will be held on Thursday, August 13, 2020 at 3:00 p.m. in the Upshur County Commission Administrative Annex, 91 West Main Street, Suite 101, Buckhannon, WV.

By consensus of the Board, the meeting adjourned at 3:45 p.m.

Approved by:



Greg Harris, Enforcement Officer

08-20-20
Date



Chris Garrett, Board Member

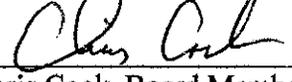
8/20/2020
Date

Rick Harlow, Board Member

Date

Kenneth "Brian" Shreyes, Board Member

Date



Chris Cook, Board Member

08-20-20
Date

Upshur County Solid Waste Authority
Board of Directors Meeting
MINUTES
August 10, 2020

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 p.m. on August 10, 2020. The meeting was moved to the Recycling Garage to ensure social distancing.

Present at the meeting were: Joyce Harris-Thacker, James S. "Jay" Hollen, III, Mary Gower and Paul Richter. Jackie McDaniels attended the meeting via cellphone. A quorum was present. There were no guests.

Minutes of the July 13, 2020 meeting had previously been sent to the members and were part of the Agenda packet. A motion to accept the minutes was made by Jay and seconded by Mary. Motion carried. The minutes were approved and signed by the Chair and Director.

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

	<u>June</u>	<u>July</u>
• REAP Account	\$ 2,338.35	\$ 2,286.58
• SWMB Account	\$ 3,040.89	\$ 100.00
• Money Mkt Account	\$ 19,559.86	\$ 19,560.52
• Operating Account	\$ 16,382.80	\$ 12,049.45

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

Director's Report:

Belinda Lewis presented a written copy of the Director's Report for the period from July 14, 2020 through August 10, 2020, a copy of which is attached as part of the minutes. She talked about the EDDM brochure and the end of year reports that were completed.

Old Business:

Belinda reported on the status of the EDDM brochure. After receiving the signed checks, Belinda will be taking the brochures to the area post offices.

A discussion was held on the upcoming Shred-It Event, scheduled for Saturday, September 12, 2020 from 9:00 a.m. to 12:00 noon at Crossroads. Jay will talk to the City about advertising on their website and requested a Shred-It logo in order for the advertising. Belinda discussed the ways she will advertise Shred-It. Several key points were discussed i.e. mandatory masks, (2) 13-gallons bags or (2) Banker's Boxes worth of material, only residential and only Upshur County residents. The Board Members discussed volunteering and listed items that will be needed such as a numbering and tracking system. Belinda will contact the Manager at Wal-Mart to get permission to use part of the parking lot.

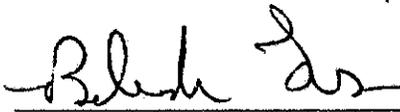
A motion was made by Paul to accept the SWMB grant and authorize Joyce to sign all required paperwork. Seconded by Mary. Motion carried.

Paul questioned Belinda about the Electronic Recycling Grant. Belinda had requested information concerning this grant.

Regarding Senate Bill 139, it was determined that the Board did not have sufficient information to make a decision on whether or not they support this bill. Belinda will seek more information concerning this bill. This item was tabled until the September meeting.

With no further business, the meeting adjourned at 5:07 p.m.

Respectfully Submitted,



Belinda Lewis, Director

August 10, 2020

(Signature Copy to be maintained in the UCSWA Office)



Joyce Harris-Thacker, Chair

UPSHUR COUNTY SOLID WASTE AUTHORITY

DIRECTOR'S REPORT— Belinda Lewis

Period from July 14th through August 10th, 2020

Activities include:

- Prepared and distributed by email the minutes of the 7/13/2020 meeting.
- Checked upshurwa@yahoo.com email daily.
- Checked mail at Post Office every day.
- Received email of Direct Deposit to Operating Account of SWMB Assessment check (\$1,609.21) on 7/17/20. I made copies of the notice and put in file.
- Received monthly bank statements on the four accounts and reconciled balances. Everything is okay for July 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 August meeting.
- Cleaned office.
- There was a leak in the office bathroom. Contacted Jeff about this problem and it has been resolved. (It was an air conditioning problem).
- Arranged an alternative meeting place for the August 10th meeting; checked with Jeff about using the Recycling Garage and informed Board Members and others of the change via email.
- Submitted the EDDM brochure to Ron at Ralston Printing and have been in constant contact while awaiting its completion.
- Contacted Burl Smith and Norman Scott about a delay in EDDM mailing and the SWMB Grant.
- Have been working every day from 1:00 p.m. to 3:15 p.m.
- Prepared Agenda and meeting package for the 8/10/20 meeting. Posted Agenda on the office window and emailed to UCSWA Board, Upshur County Commission, press, etc.
- Worked on getting the necessary paperwork to participate in the Small Government Auditing Program. (They want a lot of information!)
- Working on the SWMB End of Year Report.
- Talked to people at Shred-It about the upcoming Shred-It event in September.

Thanks—Belinda

Upshur County Convention & Visitors Bureau
 August 12th 2020
 Board Meeting Minutes

PRESENT: Jon Teets, Kevin Campbell, Melodie Stemple (phone, proxy), Lacy Ramsey, Tabatha Perry, Linda Wellings, Laura Meadows, Meghan Kroll (phone), Sean Harris

ABSENT: Joey Baxa, Mary Albaugh, Tammy Reger (phone), Rise Hanifan

Meeting called to order by Jon Teets.

Minutes from the July Meeting were circulated via email prior to the meeting. Motion by Kevin, second by Linda to approve the minutes as presented.

Treasurer's Report was reviewed and filed for future audits.

Director's Report by Laura Meadows:

- ✓ The Upshur County Trails group applied & received a Try This Mini Grant, totaling \$2,800+. The grant will be used to enhance signage, trailblazing and plant additional native species of vegetation. As part of their application, a non-profit organization must receive and administer the grant funds. Because they are not yet formal non-profit, the CVB will serve this role. All funds will be separated into specific line items to properly track the grant funds.
- ✓ The James W. Curry Park rack cards are complete and will soon be distributed. In addition to the development and printing of the rack cards, the group has requested the CVB assist them in developing a basic website to give the facility a more professional web-presence. Laura discussed that a simple template could be used to fill the campground's purposes. She'll start researching some template programs and provide updates to the Board.
- ✓ We produced a quick '#PhotoHuntBuckhannon' activity that gives some inspiration & encourages people to get out & find some of the more fun and unique aspects of Buckhannon.
- ✓ We had a discussion about the CVB hosting a 'Buckhannon's Best' contest. A major concern would be how to monitor the public's reviews of the contest, as well as ensuring that those who didn't receive favorable reviews could be highlighted. Continued brainstorming....
- ✓ Laura was able to present the CVB's Annual Report to the Upshur County Commission and the City of Buckhannon. This report covered Fiscal Year 2019 – 2020.

Event Center Director's Report by Sean Harris:

- ✓ Sean is Back to full-time work after being temporarily laid off due to COVID19
- ✓ We are starting to get more events; many are smaller day-time meetings. There continues to be concern of the virus, which is affecting how / when events are booked.

Old Business: none

New Business: Kevin presented that the 4th Annual Riverfest will happen virtually next week. Each day features a different topic and can be viewed via zoom each day.

Motion to Adjourn.

Minutes presented by Laura Meadows; August 17, 2020.

Tennerton Public Service District
Monthly Meeting
August 12, 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 August 12, 2020

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

The meeting was called to order promptly at 2:00 pm by Joe Tenney chairman. The minutes of the previous meeting held on July 8, 2020 were read, there being no corrections or additions, motion to approve was made by Joe Tenney, seconded by Elmer Tenney .

The monthly financial reports and the bills were presented. A motion to pay the invoices was made by Joe Tenney and seconded by John Barnes.

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

The following was discussed:

- Money received from the Bond Commission was deposited.
- January, February, and March payments were made to the City of Buckhannon. We still owe for April, May, and June. We will be receiving July bill soon.
- Staff is working on the annual report. As soon as it's finalized, we can apply for the rate increase.
- Frank Fato has requested sewer service. He has set 4 modular homes on a lot located on Norvell Drive. Terry will be checking into this and contacting the PSC to get clarification on this matter.

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

Approved

