

Upshur County Commission Meeting Agenda

Agenda packets are available electronically at http://www.upshurcounty.org/agenda_and_minutes/index.php or by request to the Upshur County Commission Office at 304-472-0535.

Location: Upshur County Courthouse Annex
If you prefer to participate by telephone, please dial 1-408-650-3123 Access Code: 272 564 045 to enter the conference call.

Date of Meeting: June 6, 2024

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:

- May 23, 2024
- May 29, 2024 Special Meeting

11:00 a.m. Conduct property inspections per WV Code § 7-1-5

1:00 p.m. James W. Curry Capital Improvement Project work session at James W. Curry library (no decisions will be made)

Items for Discussion / Action / Approval:

1. Approval and signature of Oath and Certificates for the personal property books and real land books. *
[Under separate cover](#)
2. Review and signature of WV Communities Self Insurance Risk Pool Coverage Intent Form. The total annual contribution including workers' compensation is \$226,939. *
[Pages 4-27](#)
3. Review and signature of Metis Property Valuation Report – Statement of Values Form. *
[Pages 28-55](#)
4. Approve County Financial Institutions as Depositories as Required by WV Code §7-6-1 --- Freedom Bank, First Community Bank, JP Morgan-Chase Bank, Peoples Bank, and Citizens Bank of West Virginia. *
[Page 56](#)
5. Review and signature of a Deed Restriction Instrument to comply with deed restrictions as are required to accept grant funding awarded from the United States Land and Water Conservation Fund Grant (LWCF). The deed restrictions must specify that said property, located at the Buckhannon Upshur Recreation Park, shall be bound by perpetual restrictive covenants which obligate the property to remain in use solely as a public outdoor recreational facility. *
[Pages 57-59](#)
6. Approval and signature of an Agreement by and between the Upshur County Commission and Family Carpet Outlet, Inc. to provide carpet replacement services at the Upshur County Public Library. The contractual cost for the service is \$65,000. The project will be completed this summer. *
[Pages 60-65](#)
7. Approval and signature of a Letter of Support for the City of Buckhannon's North Locust Street's (WV State Route 20) Sidewalk and Lighting Project. The City of Buckhannon is applying for grant funding for the design phase of constructing safe, ADA-compliant sidewalks for community members to travel to Buckhannon's residential, business and commercial areas. *
[Page 66](#)

8. Approval and signature of a Letter of Support for the City of Buckhannon's West Main Street/North Locust Street's (WV State Route 20) Sidewalk and Lighting Project. This letter of support will address the construction phase of the project that will construct safe, ADA-compliant sidewalks for community members to travel to residential, business, commercial and governmental areas of downtown Buckhannon. * [Page 67](#)
9. Review the Upshur County Safe Structures and Sites Enforcement Board Petition for Order file -- Case Number 060823-01. The property is located in Buckhannon Tax District – Tax Map 3 – Parcel Number 45 and owned by Carolyn Sipe. Consider entering an Order Adopting Enforcement Agency Findings. * [Pages 68-70](#)
10. Consider the resignation of Shanna Collins from the James W. Curry Library Advisory Board, effective immediately. * [Page 71](#)
11. Consider the reappointment of Rachel Weber to the Upshur County Parks and Recreation Advisory Board. Upon approval, the term will be effective July 1, 2024 through June 30, 2026. * [Page 72](#)
12. Approval of advertisement for a part-time Service Provider Aide for the 26th Judicial Circuit Community Corrections Program. Applications received on or before the close of business on Friday, June 14, 2024 will be reviewed. * [Page 73](#)
13. Approval of advertisement for a part-time Case Aide for the 26th Judicial Circuit Community Corrections Program. Applications received on or before the close of business on Friday, June 14, 2024 will be reviewed. * [Page 74](#)
14. Approval of James W. Curry Library Volunteers:
 - a) Hannah Runyon*
 - b) Andrea McDaniels* [Under separate cover](#)
15. Approval of Lewis-Upshur Animal Control Facility Volunteers:
 - c) Daniel Strauser*
 - d) Hannah Lahman* [Under separate cover](#)
16. Approval of resignation of an employee. * [Under separate cover](#)
Item may lead to Executive Session per WV Code §6-9A-4
17. Correspondence from Sheriff J. Michael Coffman, requesting the employment of John Slaughter as part-time Court Security Officer, effective June 16, 2024. [Under Separate Cover](#)
Item may lead to Executive Session per WV Code §6-9A-4
18. 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 the Upshur County Safe Structures and Sites Enforcement Board notifying the filing of a Petition for Order for Case Number 041124-02 (Banks Tax District – Tax Map 3P – Parcel Number 19) located in Rock Cave. [Pages 75-76](#)
2. Upshur County Sheriff's Financial Statement for period ending April 30, 2024. [Pages 77-78](#)

3. Notification from Adrian Public Service District announcing the availability of monitoring data for unregulated contaminants. [Page 79](#)
4. Notification from the U.S Department of Homeland Security – Federal Emergency Management Agency (FEMA) - announcing the approval of the Region 3 Local Hazard Mitigation Plan which has met the requirements of Title 44, Chapter 1, Section 201.6, of the Code of Federal Regulations. This approval makes participating communities eligible for FEMA non-emergency assistance and mitigation grants from a variety of programs. [Pages 80-87](#)
5. Public Notices:
 - a) Newsletters and/or Event Notifications:
 - Upshur County Historical Society – Summer 2024 Exhibit June 9 – September 29, 2024 [Pages 88-89](#)
 - b) Agendas and/or Notice of Meetings:
 - 26th Judicial Circuit Community Corrections Program May 28, 2024 [Page 90](#)
 - Buckhannon-Upshur Airport Authority Special Meeting May 31, 2024 [Page 91](#)
 - City Council of Buckhannon June 6, 2024 [Page 92](#)
 - Elkins Road Public Service District June 11, 2024 [Page 93](#)
 - c) Meeting Minutes:
 - Upshur County Fire Board April 16, 2024 [Page 94](#)
 - Upshur County Parks & Recreation April 16, 2024 [Page 95](#)

***Dates and times of monthly board meetings are viewable at:**
www.upshurcounty.org -- Upcoming events are listed on the main page.
6. Appointments Needed or Upcoming:
 - None

****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 chughes@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. ****

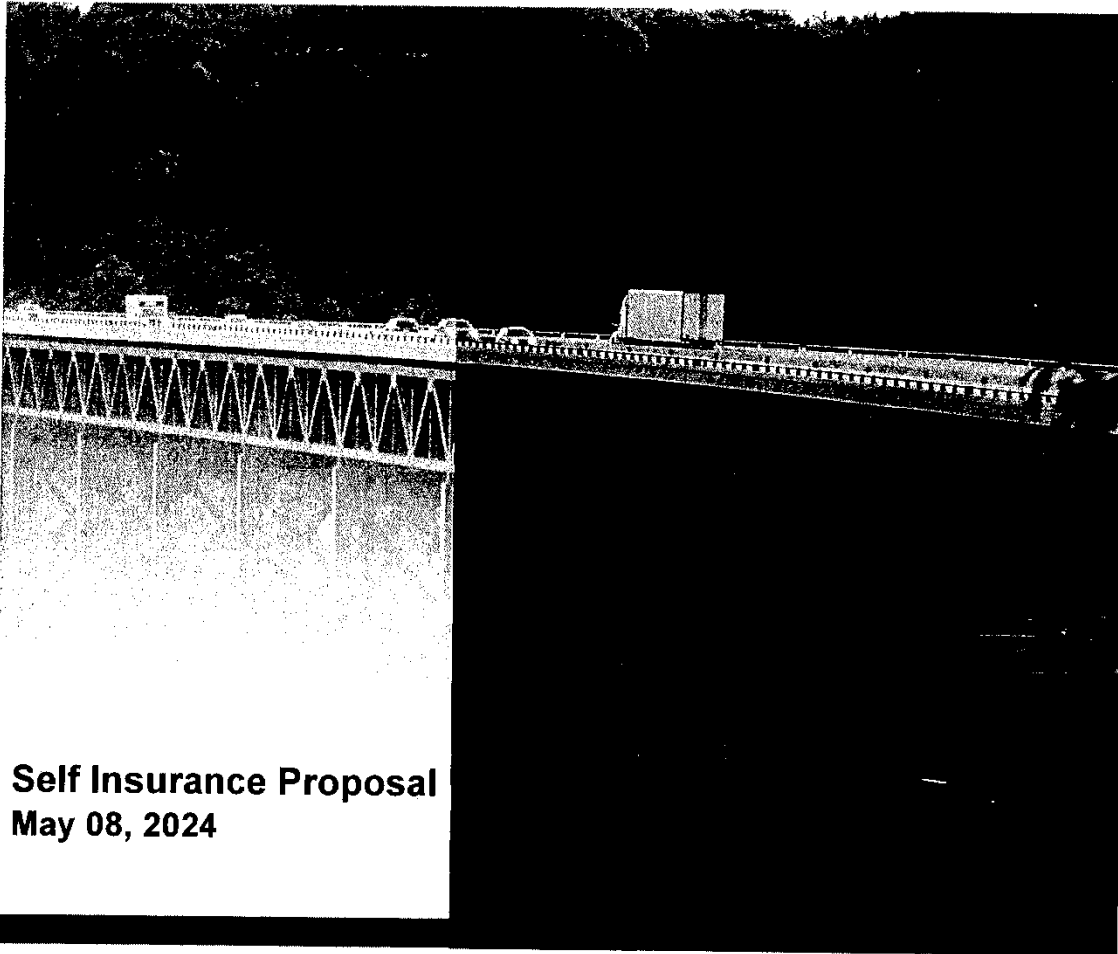
Newsletters and/or Event Notifications, Agendas and/or Notices of Meetings, Meeting Minutes and Scheduled Meetings can all be found by visiting: http://www.upshurcounty.org/agenda_and_minutes/index.php

Tabled Items

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

None

Next Regular Meeting of the Upshur County Commission
 June 13, 2024 --- 9:00 a.m.
 Upshur County Courthouse Annex
 The meeting scheduled for June 20, 2024 has been CANCELLED.



Self Insurance Proposal
May 08, 2024

Upshur County Commission

Package coverages, terms, conditions, and exclusions are only briefly outlined. For complete provisions, please refer to the coverage contract.
For additional information, please contact: Member Services at (844) 986-2705 or info@riskprograms.com



Welcome to

WVcorp

The first and only public entity risk pool in West Virginia

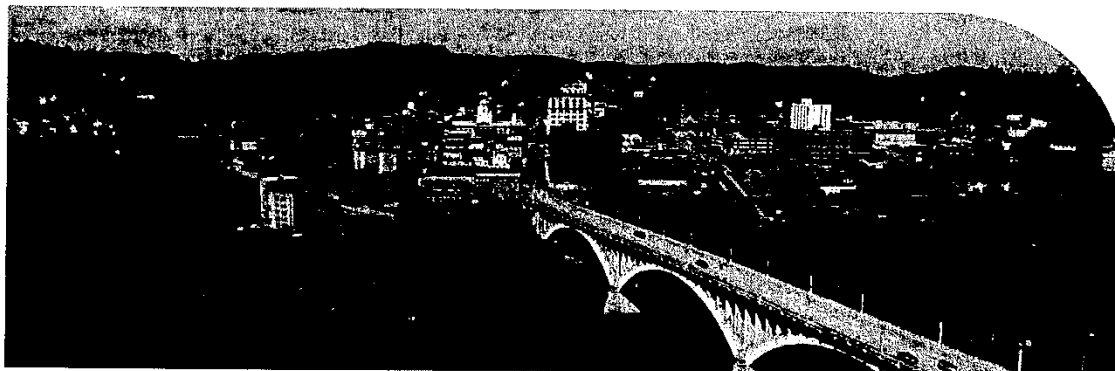
WVcorp was established in 2007 at the request of West Virginia counties seeking to break from the status quo of the commercial insurance industry and assert more control over their risk management and coverage needs. Today, we are the largest self-insurance risk pool for public entities in the state. We provide coverage to more counties and county-related agencies than any other provider, and we attribute our extraordinary success to the strength of our members. As a member, you are so much more than a customer. You are a part of WVcorp itself! Our membership is at the heart of everything we do, and this focus has driven us to emerge as a leader in developing coverage solutions. We are a one-stop-shop when it comes to safeguarding your peace of mind – capable of addressing all of your risk management needs.

WVcorp provides the most comprehensive coverages available. Period.

For more than a decade, WVcorp has been a leader in creating innovative solutions to the unique challenges faced by West Virginia's public sector entities. As a pool participant, you can take advantage of WVcorp's vast array of membership benefits.

WVcorp Coverages

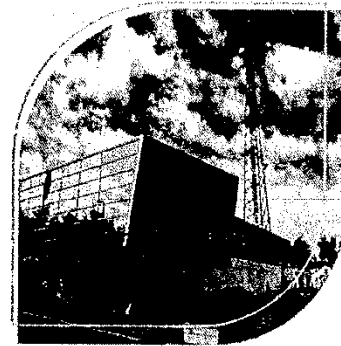
- Property
- Business Auto
- Workers' Compensation
- General Liability
- Public Officials Liability
- Law Enforcement Liability
- Cyber Liability
- Environmental Liability
- Inland Marine
- Equipment Breakdown
- Crime
- Excess Limits



Welcome to WVcorp

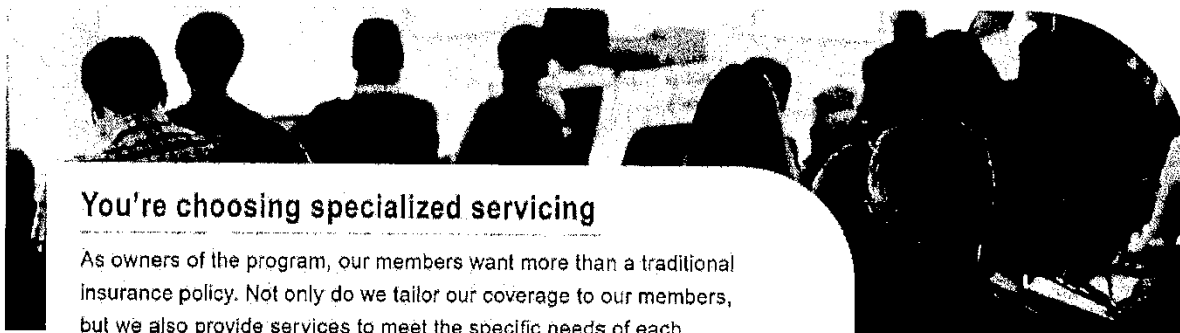
You're choosing the best protection

Our goal has always been to provide the most comprehensive coverage possible for public entities. We believe in being agile and responsive to meet the needs of our membership, and that innovative spirit has driven us to develop coverages that in many cases are not available anywhere else in the marketplace. We cater our coverages specifically to West Virginia's local governmental entities, and that narrow focus has propelled us to the dominant position in our market. More public entities choose WVcorp over any other provider because they demand the highest level of protection to safeguard their organizations.



Coverage advantages

Property	Liability	Cyber Liability
<ul style="list-style-type: none"> Broad form, all risks No pool aggregate Guaranteed replacement cost Pollution liability coverage for first and third party clean up No pool limit on business interruption No pool limit on extra expense Includes underground property 	<ul style="list-style-type: none"> General Liability minimum of \$1,000,000 per occurrence limit No annual aggregate No mandatory deductibles or caps No member cost-sharing Broad legal defense coverage Public Officials Liability includes EEOC and HRC claims Back and front pay included 	<ul style="list-style-type: none"> Comprehensive Cyber Risk program No deductible or sublimits No pool aggregate with \$1 mil limit or greater Includes regulatory liability coverage Designated breach coach on cyber incidents Public relations and notification guidance Proactive scanning of public-facing domains Training available
Workers' Compensation		
<ul style="list-style-type: none"> Medical Bill Review provides savings across multiple medical provider networks to ensure cost effective treatment First Fill prescription program to save employee "out of pocket" expense 		



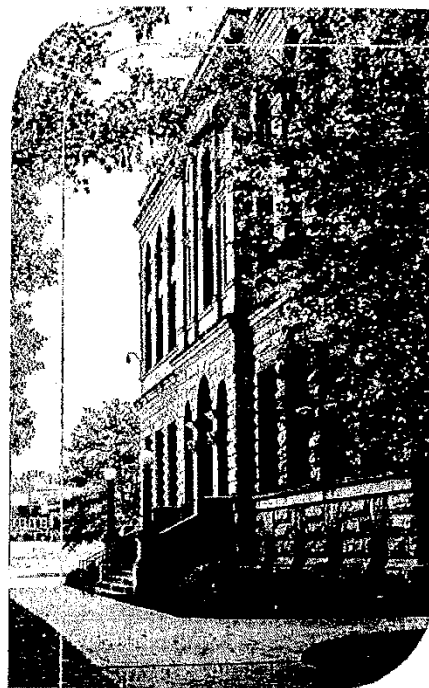
You're choosing specialized servicing

As owners of the program, our members want more than a traditional insurance policy. Not only do we tailor our coverage to our members, but we also provide services to meet the specific needs of each member. We employ staff who have walked in your shoes in former roles and understand the unique challenges your organization faces. Our expert Risk Control Team works directly with our members providing employee training, performing safety audits, or consulting on relevant risk management topics in order to help prevent claims from occurring. It's all part of our commitment to address your need for protection holistically.

Service advantages

Risk Control	Member Portal	Other Services
<ul style="list-style-type: none"> • Facility safety assessments • Certified Playground Safety Inspectors (CPSI) • Risk management policy creation and consultation • In person and web-based employee training – safety, liability, human resources, cyber security, and more • Claims analysis • Safety committee assistance and participation • Up to 14 hours of CE-credits for law enforcement • Hot topic workshops presented at various conferences across West Virginia 	<ul style="list-style-type: none"> • Intuitive, user-friendly design • Claims reporting with instantaneous claim number • Risk management tools and templates • Downloadable employee training presentations and webinars • Customizable loss reports • Claim viewer giving access to claim summaries, financials, and adjuster notes • Property and vehicle schedule editing tool • Certificates of insurance request feature • Safety Source streaming library with over 1000 videos 	<ul style="list-style-type: none"> • Property valuations provided at no charge • Investigations unit available for claim analysis and surveillance • GatherGuard makes it simple to acquire short-term event coverage for facility users • Contract and lease review to ensure adequate protection • Safelite Auto Glass direct billing for quick and painless glass replacement; with a deductible waiver on glass repairs

In choosing WVcorp, you are choosing to stand with hundreds of like-minded organizations throughout the state who demand more than the status quo from their coverage provider, and we thank you for your choice.



You're choosing price stability

No one likes surprises. The pool was founded on the principle of price stability, and that long-standing ideal has guided our decisions since day one. While the commercial insurance market has experienced considerable volatility, and competitors have stripped away coverages to combat rate increases, the pool has enjoyed remarkable rate stability year over year for decades, even as we've consistently expanded coverages. It all adds up to giving you peace of mind, aiding in long-term planning and budgeting.

You're choosing ownership

At WVcorp, you are an owner of the program and its assets. There are no outside owners, investors or shareholders expecting dividends or profits. Rather than profit-minded executives making decisions, we have a Supervisory Board elected from and by our members. As a voting member, you have a direct voice in what matters most to your organization. The Board approves all major decisions, and again this year voted to return surplus funds to members at renewal.

You're choosing transparency

We're proud of the products and services we offer, so we feel there's no need to play games or hide behind gimmicks. We begin our renewal process early each year to ensure you have ample time to prepare your budget. We empower members to run your own loss reports at the click of a button on our website without having to request that information. Because we're partners when it comes to protecting your organization, we openly share the information we have for each of your claims. With our online claim viewer, we bring you behind the curtain and give you the same access to financials and notes that our adjusters have themselves.


WVcorp

Contribution Summary Form

Upshur County Commission

Coverage	Deductible	Contribution	
Property : Special Form; Replacement Cost (or stated otherwise); No Coinsurance; Blanket	See Schedule	\$36,046	↑ \$1,539
Inland Marine : Replacement Cost if Scheduled, otherwise Actual Cash Value	See Schedule	\$4,192	↑ \$123
Equipment Breakdown	\$1,000	\$3,645	↑ \$36
General Liability : \$1,000,000 Combined Single Limit; Occurrence Form; No Annual Aggregate; Non-Audited	None	\$47,204	↑ \$3,457
Law Enforcement Liability : \$1,000,000 Limit	\$10,000	Included	
Public Officials Liability : \$1,000,000 Limit Each Wrongful Act	\$10,000	\$12,090	↑ \$534
Automobile : \$1,000,000 Liability for Owned Autos; Coverage Level per Schedule; Automatic Coverage for Additions; Non-Audited	See Schedule	\$40,389	↑ \$1,579
Crime : Blanket \$250,000 Faithful Performance; In/Out Robbery; Counterfeit; Forgery; Computer Fraud; Telephone Toll Fraud \$25,000 sublimit	\$250	\$950	✓
Excess Liability : Refer to the proposal page for limit information. Underlying limits must be exhausted before excess liability is available for losses.	None	\$5,907	↑ \$366
Environmental Liability : \$500,000 Limit	\$25,000	Included	✓
Cyber Risk : \$1,000,000 Limit	None	\$3,000	✓
Workers' Compensation :	None	\$78,072	↓ \$9,078
Grand Total Annual Contribution		\$231,495	
	Less Rate Credit(P&C)	(\$2,737)	
	Less Rate Credit(WC)	(\$1,819)	
	Total Contribution Due	\$226,939	↓ \$3,241

Any additions or deletions made after the proposal and initial billing effective up to and including July 1st will result in an endorsement and contribution adjustment.

In order to be eligible for WVcorp membership, the following coverages must be selected: Property (where applicable), General Liability, Business Auto (where applicable), and Crime. To be eligible for Workers' Compensation coverage, Property & Casualty must be in effect with WVcorp.

Quarterly installment payment terms available for Workers' Compensation coverage only.



RESPONSE NEEDED - If electing option(s) below, please indicate on Coverage Intent Form form. Otherwise, coverage will be based upon current coverage as you do not wish to select proposed option(s) below.

**2024 - 2025 Quote Options for
Upshur County Commission**

OPTION 1 : Cyber Risk - Increased Liability

WVcorp provides members an opportunity to increase Cyber Risk coverage. The purchased limit is your own limit, which is outside of the WVcorp pooled limit for other members. Cyber Risk Liability provides coverage due to network security breaches (including hacking and viruses) and online privacy matters (including identity theft). Coverage also includes Crisis Management, Remediation and Notification Expense coverage for public relations services, expense to determine scope of breach, and notification expense required by law, including mailings and monitoring up to the purchased limit.

Limit	Deductible	Annual Contribution
\$1,000,000	\$0	Current Coverage
\$2,000,000	\$0	\$5,000



Property

- WVcorp provides members with the most extensive property coverage available.
- Property coverage is Special Form specifically drafted for public entities; all perils are covered except those specifically excluded.

Buildings and Contents

Total Building Values	\$ 27,361,635
Total Contents Values	\$ 3,017,337
Business Income / Extra Expense (\$100,000 Automatic or as scheduled)	\$ 450,000

Coverage Includes: (no additional charge)*

- Back-up of Sewers & Drains: \$1,000,000 Limit ✓
- Debris Removal: \$20,000,000 Pool Limit ✓
- Pollutant Clean-up and Removal: \$500,000 Pool Limit ✓
- Newly Acquired Property: \$10,000,000 Limit (up to 120 Days) ✓
When timely reported, covered until renewal at no additional charge if under \$500,000 in value; additional charge for new values above \$500,000
- Property in Transit: \$5,000,000 Pool Limit ✓
- Utility Services Time Element: \$2,000,000 Pool Limit ✓
- Building Ordinance/Increased Cost of Construction/Demolition: up to \$20,000,000 Pool Limit ✓
- Earthquake, Volcanic Eruption, Landslide, and Mine Subsidence: up to \$10,000,000 Pool Limit ✓
- Flood (if outside the 100 year flood plain): up to \$10,000,000 Pool Limit ✓
- Architect & Engineering fees for plans, specifications, and supervision included upon replacement ✓
- Error in Reporting Provision ✓
- Improvements and Betterments to buildings leased by the member ✓
- Signs, fences, light poles, antenna, masts, and towers; retaining walls are covered within 1,000 feet ✓
of the premises provided their values are included in the schedule

*Does not apply to properties valued at Actual Cash Value (ACV)

Coverage Available (Additional Charge):

Builders' Risk during building construction (Optional - must be reported)

Perils Covered

- Special Form; specifically drafted for local government; all perils are covered except those specifically excluded. ✓
- Flood (if outside the 100 year flood plain) and Earthquake are included.

Valuation

- Building & Contents – Replacement Cost, except vacant property at Actual Cash Value or stated otherwise ✓
- Business Income - Actual Loss Sustained ✓

Other Terms


- Blanket Limit ✓
- No Coinsurance ✓
- Vacant Buildings must be reported.
If vacant building becomes occupied, please notify WVcorp to ensure proper coverage is in place.

Deductibles (Per Occurrence)

- \$1,000 Building & Contents
- \$25,000 Flood
- \$25,000 Earthquake

Definitions

- **Replacement Cost (RC):** The cost to repair, rebuild, or replace, at the same site, lost, damaged, or destroyed property, with other property of comparable size, material, and quality; or the applicable Limit of Coverage.
- **Actual Cash Value (ACV):** The cost to repair, rebuild, or replace lost or damaged property, at the time and place of the loss, with other property of comparable size, material and quality, less allowance for physical deterioration, depreciation, obsolescence, and depletion.
- **Functional Replacement Cost:** The cost of repairing or replacing damaged or stolen property with the same kind or quality; or comparable new property as of the time of loss; or applicable Limit of Coverage.
- **Vacant:** A building that does not contain adequate Covered Property to conduct customary business operations.



Inland Marine

- Inland Marine is property coverage for movable or specialized types of property and equipment.
- Electronic Data Processing (EDP) covers direct physical loss to member-owned computer equipment, phone systems, fax machines, printers, and copiers.

Inland Marine	
Total Inland Marine Value (Per Schedule)	\$ 2,109,504

Computers / Electronic Data Processing (EDP)	
Hardware (Per Schedule)	\$ 1,134,000
Software (Per Schedule)	\$ 100,000

Perils Covered	
<ul style="list-style-type: none"> • Special Form; specifically drafted for public entities; all perils are covered, except those specifically excluded. • Electronic Data Processing (EDP) includes electrical and mechanical breakdown. 	

Valuation	
<ul style="list-style-type: none"> • Inland Marine – Replacement Cost if scheduled, otherwise Actual Cash Value except: • Electronic Data Processing (EDP) - Functional Replacement Cost, if scheduled at 100% replacement values - otherwise Actual Cash Value. 	

Deductible	
See Schedule	

Definitions	
<ul style="list-style-type: none"> • Replacement Cost (RC): The cost to repair, rebuild, or replace, at the same site, lost, damaged, or destroyed property, with other property of comparable size, material, and quality; or the applicable Limit of Coverage. • Actual Cash Value (ACV): The cost to repair, rebuild, or replace lost or damaged property, at the time and place of the loss, with other property of comparable size, material and quality, less allowance for physical deterioration, depreciation, obsolescence, and depletion. • Functional Replacement Cost: The cost of repairing or replacing damaged or stolen property with the same kind or quality; or comparable new property as of the time of loss; or applicable Limit of Coverage. 	

Equipment Breakdown

- Equipment Breakdown is comprehensive coverage for direct damage to covered equipment. Examples of covered equipment include: air conditioning and refrigeration equipment, boilers and pressure vessels (air tanks, hot water tanks, cookers, furnaces), communication systems, and electrical equipment (compressors, fans, system motors).
- Coverage includes the expense of inspections and certification of boilers and air compressors as required by the Department of Labor and Industry

Limits

- \$50,000,000 Limit Per Breakdown; includes Property Damage, Business Income and Extra Expense ✓
- \$1,000,000 Newly Acquired Property (up to 90 Days) ✓
- \$1,000,000 Demolition (Coverage B) ✓
- \$250,000 Hazardous Substance ✓
- \$1,000,000 Increased Cost of Construction (Coverage C) ✓
- \$500,000 Expediting Expenses ✓
- \$1,000,000 Service Interruption ✓
- \$250,000 Spoilage Damage ✓
- \$100,000 Electronic Data or Media Damage ✓

Covered Events

Property losses ranging from air conditioning equipment and HVAC systems to electrical equipment, including system motors, compressors, refrigeration equipment, fans, switchboards, coils, pipes and air conditioning vessels. ✓

Deductibles

- \$1,000 Per Occurrence ✓
- 24 Hours Business Income Loss ✓



General Liability

- WVcorp general liability coverage provides the broadest protection for public entities in West Virginia.
- WVcorp coverage provides protection from claims or suits for personal injury or property damage.
- Excess limits available

Basis of Contribution

Net Operating Expense

\$ 4,320,736 ✓

Limits

- \$1,000,000 Combined Single Limit for Bodily Injury and Property Damage - Each Occurrence ✓
- No Annual Aggregate

Additional Coverages


- Failure to Supply (No Sublimit)
- Sidetrack Agreements including Railroads
- Contractual Liability for Covered Contracts
- Personal Injury and Advertising Liability
- Broad Form Property Damage Liability
- Incidental Medical Malpractice
- Limited Worldwide Liability
- Owned Watercraft under 51 feet
- Products/Completed Operations
- Punitive Damages Covered in Most Cases
- Employee Benefits Liability ✓

Sublimits

- \$100,000 Fire Legal Liability - Real Property
- \$100,000 Care, Custody, and Control of Others' Property ✓

Deductible

None



Cyber Risk

- Wwcorp members are covered for online privacy matters (including identity theft), losses due to network security breaches (including hacking and viruses), copyright infringement, and online slander or libel, among other issues.
- Increased limits available

Limits
<ul style="list-style-type: none"> • \$1,000,000 Per Occurrence and Aggregate - Per Member
Coverages
Network Security, Privacy, and Data Breach Liability
<ul style="list-style-type: none"> • Liability for unauthorized access to the computer network, including personal identifying information such as social security numbers, credit card numbers, etc. • Liability for transmission of a computer virus
Multimedia Liability
<ul style="list-style-type: none"> • Copyright/trademark infringement, invasion of privacy, plagiarism, libel and slander through website or social media
Regulatory Liability
<ul style="list-style-type: none"> • Liability, including defense costs, resulting from a claim by an official regulatory agency or governmental body as a result of a security breach or privacy breach or breach of privacy regulations • Includes civil and/or administrative penalties or fines imposed by an official regulatory agency or governmental body
Data Breach Incident Response
<ul style="list-style-type: none"> • Expenses paid to third party service providers arising from a data breach for legal services, notification expenses, fraud monitoring and resolution services, call center services, public relations services, and computer forensic services.
Data Restoration
<ul style="list-style-type: none"> • Costs to restore, compile or replace data • Reasonable and necessary costs and expenses to determine scope of breach • Costs paid to restore, compile or replace data to a third party as a result of a network security breach or cyber extortion event
Cyber Extortion
<ul style="list-style-type: none"> • Reimbursement of reasonable costs and expenses resulting from request for money to avoid damage, destruction, corruption or introduction of a computer virus, a malicious code or denial of service
Social Engineering Fraud
<ul style="list-style-type: none"> • Covers financial loss relating to a social engineering event whereby an employee is instructed to move funds to another bank fraudulently
PCI DSS Fines
<ul style="list-style-type: none"> • Covers PCI contractual costs and regulatory fines following a security or privacy event
Deductible
None

Environmental Liability

- WVcorp provides members with liability protection for first and third party environmental liabilities.
- Coverage for third party cleanup involving above ground pollution exposures is included.

Limits

- \$500,000 Each Incident and Aggregate - Per Member
- \$1,000,000 Pool Aggregate

Coverages

- Third Party Clean-up for above ground pollution exposures, such as:
 - Water & Sewer Operations
 - Transfer Stations
 - Spraying of Pesticides and Herbicides
 - Golf Courses
 - Above Ground Storage Tanks

Exclusions *

- Underground Storage Tanks
- Landfills

* WVcorp will place coverage for these excluded exposures through a commercial carrier, if requested.

Deductible

- \$25,000 Per Occurrence



Law Enforcement Liability

- WVcorp Law Enforcement Liability provides protection from allegations arising from law enforcement operations.

Limit

- \$1,000,000 Personal Injury, Property Damage, or Wrongful Act – Per Occurrence ✓

Coverages

Follows Coverage Contract for Liability Coverage

Additional Coverages

- Bodily Injury/Property Damage with respects to Law Enforcement operations
- Personal Injury Liability
- Broad Form Property Damage Liability
- Limited Worldwide Liability
- Owned Watercraft under 51 feet
- Volunteers included as covered persons (volunteer fire & rescue are excluded)
- Contractual Liability for covered contracts

Deductible

- \$10,000 Per Occurrence ✓



Public Officials Liability

- Public Officials Liability provides protection against allegations of wrongful acts, such as sexual harassment and employment practices.
- Defense costs are provided for certain excluded coverages
- Prior Acts Coverage included if prior coverage was written on claims-made basis.

Limits

- \$1,000,000 Each Wrongful Act
- \$1,000,000 Annual Aggregate
- \$10,000 HRC/EEOC Defense

Policy Form

Occurrence

Coverages

- Employment Practices
- Sexual Harassment
- Notary Public applicable for all current employees while acting within the course and scope of their notarial duties of the Member
- Defense cost in addition to coverage limits

Additional Provisions

- Claims handled when filed, not only if a lawsuit is filed

\$100,000 Defense Limit provided for the following excluded coverages:

- Employment Wrongful Acts, when no monetary damages requested
- Land Use/Eminent Domain (subject to \$25,000 Deductible)
- Suits for non-monetary relief brought to remove an elected official pursuant to WV Code §6-6-7 (subject to \$25,000 Deductible)

\$50,000 Defense Reimbursement Limit provided for the following excluded coverages:

- Criminal Acts (subject to a \$10,000 Deductible); see contract language for specific terms and conditions

Deductible

- \$10,000 Per Occurrence
- \$25,000 Land Use/Eminent Domain



Automobile Liability and Physical Damage

- WVcorp coverage includes hired and non-owned vehicles
- Automatic coverage for newly acquired vehicles at no additional charge until renewal.
- Excess limits available.

Basis of Contribution

Number of Vehicles

39

Liability

Limits

- \$1,000,000 Liability Limit For Owned and Hired Autos - Bodily Injury and Property Damage - Each Occurrence
- \$2,000 Medical Payments (Per Person)
- \$1,000,000 Non-Owned Auto Liability (excess over any other collectible insurance)
- \$1,000,000 Uninsured Motorist ✓
- \$250,000 Underinsured Motorist
- \$1,000,000 Garage Liability
- \$100,000 Garagekeepers
- No Annual Aggregate

Additional Coverages

- Out of State No Fault Coverage provided at the basic minimum limits required by state law
- Newly acquired vehicles covered until renewal at no additional charge
- Unlimited Physical Damage for all owned vehicles; deductible will apply
- Replacement cost coverage can be provided on any vehicle with a replacement cost value in excess of \$50,000 ✓
 - Must be reported at 100% of replacement cost value
 - Additional charge will apply

Physical Damage

Deductibles

- \$500 Comprehensive (ACV)
- \$500 Collision (ACV)
- \$1,000 Hired Car Physical Damage Comprehensive (up to \$50,000) ✓
- \$1,000 Hired Car Physical Damage Collision (up to \$50,000)
- \$1,000 Garagekeepers

Definitions

- **Replacement Cost (RC):** The Fund will pay the lesser of: (a) the cost of repairing damaged property or replacing damaged or stolen property with the same kind or quality; (b) the cost to replace the damaged or stolen property with comparable new property as of the time of loss; or (c) the Limit of Coverage applicable to the lost, damaged or stolen Covered Auto.
- **Actual Cash Value (ACV):** The cost to repair, rebuild, or replace lost or damaged property, at the time and place of the loss, with other property of comparable size, material and quality, less allowance for physical deterioration, depreciation, obsolescence, and depletion.

Please provide values for all vehicles you wish to have this coverage applied to effective 07/01/2024



Crime Coverage

- Crime provides protection from loss of money and securities, as well as, forgery and fraud.
- State-required faithful performance bonds for covered persons are included.
- Coverage is for covered crimes committed by employees, board members, commission members and volunteers.

Limits

- \$250,000 Per Occurrence
- \$25,000 Telephone Toll Fraud

Coverage Forms

- Employee Theft
- Employee Dishonesty (Faithful Performance Form)
- Loss Inside and Outside the Premises
- Money Orders and Counterfeit Paper Currency
- Depositors Forgery Coverage
- Computer Fraud
- Funds Transfer Fraud

✓

Public Officials Required Bond

Meets maximum listed Bond value for all public officials as outlined by West VA Code §6-2-10, §6-2-10A, and §6-2-11

✓

Deductible

- \$250 Per Occurrence

✓

Excess Liability

- Excess liability provides additional limits over and above the underlying limits for those coverages for which excess limits are purchased.
- Underlying limits must be exhausted before excess liability is available for losses.

Limits

- Excess Automobile Liability
 - \$1,000,000 Limit
 - \$0 Excess Liability Aggregate
- Excess General Liability
 - \$1,000,000 Limit
 - \$0 Excess Liability Aggregate
- Excess Law Enforcement Liability
 - \$1,000,000 Limit
 - \$0 Excess Liability Aggregate
- Excess Public Officials Liability
 - \$1,000,000 Limit
 - \$1,000,000 Annual Aggregate

✓

**Does not include Non-Owned Automobile Liability, Garage Liability, and Uninsured/Underinsured Motorists Coverage*



Workers' Compensation

- WVcorp provides the most affordable and responsive Workers' Compensation coverage available.
- WVcorp provides leading medical bill review and case management services to ensure cost effective treatment and return to work for injured employees.
- Online claim reporting capability through our WVcorp member website.

Coverages

Workers' compensation coverage is provided in accordance with and limited to guidelines established by the Offices of the West Virginia Insurance Commissioner and Employers Liability.

Employers' Liability

Bodily Injury by Accident	\$1,000,000
Bodily Injury by Disease (Per Person)	\$1,000,000
Bodily Injury by Disease (Per Accident)	\$1,000,000

Classification	Group	Code	Payroll	Rate (Per \$100 Payroll)	Contribution
Police Officers & Drivers		7720	✓ \$857,943	\$2.96	\$25,395.11
Clerical		8810	✓ \$2,185,278	\$0.11	\$2,403.81
Attorney - All Employees		8820	✓ \$461,202	\$0.07	\$322.84
Animal Control		8831	✓ \$129,083	\$0.87	\$1,123.02
Building Operated by Owner		9015	✓ \$269,811	\$1.81	\$4,883.58
Park NOC - All		9102	✓ \$281,140	\$1.59	\$4,470.13
Municipal Employees NOC		9410	✓ \$645,372	\$2.02	\$13,036.51
Total Payroll:			\$4,829,829		

Manual Contribution	\$51,635.00
Experience Modification	1.44
Modified Contribution	\$74,354.40
Scheduled Debit/Credit	\$0.00
Regulatory Surcharge	1.05
Total Estimated Annual Contribution	\$78,072

Workers' Compensation Coverage is available only if Property & Casualty coverage is in place through WVcorp.

The classifications and codes shown are established by the National Council on Compensation Insurance (NCCI) and are the same as those used by insurance companies in West Virginia.

Rates have been filed with the State Corporation Commission and are subject to approval.

Workers' Compensation Coverage Contribution is payable in equal quarterly installments.

Subject to Audit and Annual Adjustment



Upshur County Commission

ATTENTION

Upon review, please sign/return to underwriting@riskprograms.com to ensure prompt processing of documents, including invoice and certificates of coverage.

2024 - 2025 Coverage Intent Form

After careful consideration of your proposal, we accept your coverage program subject to the following selections or changes:

ACCEPTANCE:	
<input checked="" type="checkbox"/>	ACCEPT - We accept all coverages as presented in this proposal.
<input type="checkbox"/>	MODIFY - We wish to request the following changes:
<input type="checkbox"/>	REJECT - We do not accept your proposal.

OPTIONAL QUOTES PROVIDED HEREIN:

Accept	Reject	CYBER RISK:
<input checked="" type="checkbox"/>	<input type="checkbox"/>	ELECT optional Increased Limit for Cyber Risk as follows: Total Limit: \$ <u>1,000,000 current</u> Additional Contribution: \$ _____

BILLING TERMS	
We wish to select the following billing terms shown below	
Coverages (if applicable):	
Property & Casualty	<input type="checkbox"/> Annual Payment - Due and payable in full within 30 days of receipt <input checked="" type="checkbox"/> Two Equal Installments - Due by July 1st and October 1st
Workers' Compensation	<input checked="" type="checkbox"/> Annual Payment - Due and payable in full within 30 days of receipt <input type="checkbox"/> Quarterly Installments
Any additions or deletions made after the proposal and the initial billing effective up to and including July 1st will result in an endorsement and contribution adjustment.	
A late charge of 1% per month (12% per annum) will be assessed for contributions received 30 days after the due date.	

If additional quote options are provided herein, please indicate below if electing. Otherwise, coverage will be based upon current coverage.

Samuel B. Nolte
PRINTED NAME

SIGNATURE

June 19, 2024
DATE

Upshur County Commission**Coverage Term : 07/01/2024 - 07/01/2025****FINAL CONTRIBUTION ALLOCATION : BUILDINGS AND CONTENTS SCHEDULE****DOCUMENT NUMBER : PR 77140 - Printed : 05/21/2024****Replacement Cost or Stated Otherwise**

Loc #	Bldg #	Bldg Description	Street Address	City	Bldg Value	Cts Value	Deductible	Builder's Risk	Demo / Debris Removal Only	Agreed Value	Actual Cash Value	
Business Income / Extra Expense			\$100,000 included at no charge		\$450,000.00 Limit							
1	1	Gould Lodge	76 Youth Camp Road	Selbyville	\$180,300.00	\$10,000.00	\$1,000.00					
1	10	Pool Filter Building	76 Youth Camp Road	Selbyville	\$48,300.00	\$15,000.00	\$1,000.00					
1	11	Bath House	76 Youth Camp Road	Selbyville	\$26,533.00	\$6,634.00	\$1,000.00					
1	12	Nurses Cabin	76 Youth Camp Road	Selbyville	\$39,800.00	\$0.00	\$1,000.00					
1	13	Storage Bldg	76 Youth Camp Road	Selbyville	\$6,634.00	\$6,634.00	\$1,000.00					
1	14	Hunter's Lodge	76 Youth Camp Road	Selbyville	\$26,533.00	\$6,634.00	\$1,000.00					
1	15	Cook's Cabin	76 Youth Camp Road	Selbyville	\$26,533.00	\$0.00	\$1,000.00					
1	16	Shower House #1	76 Youth Camp Road	Selbyville	\$6,634.00	\$6,634.00	\$1,000.00					
1	17	Shower House #2	76 Youth Camp Road	Selbyville	\$6,634.00	\$6,634.00	\$1,000.00					
1	18	Garage/Shop	76 Youth Camp Road	Selbyville	\$50,000.00	\$50,000.00	\$1,000.00					
1	19	Pump House	76 Youth Camp Road	Selbyville	\$13,266.00	\$13,266.00	\$1,000.00					
1	2	Maple Lodge	76 Youth Camp Road	Selbyville	\$180,300.00	\$10,000.00	\$1,000.00					
1	20	Garage/Garbage Area	76 Youth Camp Road	Selbyville	\$33,168.00	\$19,901.00	\$1,000.00					
1	21	Generator Bldg	76 Youth Camp Road	Selbyville	\$11,593.00	\$0.00	\$1,000.00					
1	22	24'x36'x10' Building	76 Youth Camp Road	Selbyville	\$26,000.00	\$5,000.00	\$1,000.00					
1	22	Pool	76 Youth Camp Rd	Selbyville	\$272,000.00	\$0.00	\$1,000.00					
1	3	Terrace Lodge	76 Youth Camp Road	Selbyville	\$180,300.00	\$10,000.00	\$1,000.00					
1	4	Rhododendron Lodge	76 Youth Camp Road	Selbyville	\$180,300.00	\$10,000.00	\$1,000.00					
1	5	Heavener Hall/Selbyville Youth Camp	76 Youth Camp Road	Selbyville	\$599,500.00	\$6,000.00	\$1,000.00					
1	6	Smith Assembly Hall/Selbyville Youth Camp	76 Youth Camp Road	Selbyville	\$404,500.00	\$6,000.00	\$1,000.00					
1	7	Picnic Shelter	76 Youth Camp Road	Selbyville	\$35,800.00	\$2,000.00	\$1,000.00					
1	8	Dining Hall/Selbyville Youth Camp	76 Youth Camp Road	Selbyville	\$707,500.00	\$39,000.00	\$1,000.00					
1	9	Caretakers Home	76 Youth Camp Road	Selbyville	\$163,900.00	\$10,000.00	\$1,000.00					
10	1	Community Bldg	Ten Mile	Buckhannon	\$10,613.00	\$0.00	\$1,000.00					
11	1	James Curry Library	1721 Brooks Hill Road	French Creek	\$319,000.00	\$168,000.00	\$1,000.00					
11	2	Pavillion at James Curry Library	Brooks Hill Area	Buckhannon	\$28,139.00	\$0.00	\$1,000.00					
11	3	Pavilion at James Curry Library	Brooks Hill Area	Buckhannon	\$56,275.00	\$0.00	\$1,000.00					
13	1	Radio Broadcasting Facility	Tallmansville	Tallmansville	\$0.00	\$75,000.00	\$1,000.00					
13	2	Radio Broadcasting Tower	Tallmansville	Tallmansville	\$450,000.00	\$0.00	\$1,000.00					
15	1	10 x 10 Pavilion	Pringle Tree Park	Buckhannon	\$5,000.00	\$0.00	\$1,000.00					
16	1	E911/OEM Building	181 Pallottine Drive	Buckhannon	\$1,000,500.00	\$117,500.00	\$1,000.00					
16	2	E911 Radio Tower	181 Pallottine Dr	Buckhannon	\$482,000.00	\$0.00	\$1,000.00					
17	1	Administrative Annex Building	91 W. Main Street	Buckhannon	\$469,000.00	\$27,500.00	\$1,000.00					
17	3	WVU Extension Garage	91 W Main St	Buckhannon	\$40,000.00	\$4,000.00	\$1,000.00					
18	1	Calvin Phillips Garage	1178 Rt 20 South Road	Buckhannon	\$10,000.00	\$0.00	\$1,000.00					
18	2	Hair/Nail Express Salon	1178 Rt 20 South Road	Buckhannon	\$10,000.00	\$0.00	\$1,000.00					
19	1	James W Curry Maintenance Garage	Brooks Hill Rd	French Creek	\$20,000.00	\$10,000.00	\$1,000.00					
2	1	Pool Bldg	308 B-U Drive	Buckhannon	\$159,300.00	\$30,000.00	\$1,000.00					
2	10	Batting Cage	308 B-U Dr	Buckhannon	\$11,860.00	\$0.00	\$1,000.00					
2	11	Dugouts	308 B-U Dr	Buckhannon	\$3,320.00	\$0.00	\$1,000.00					
2	12	Fence & Lights	308 B-U Dr	Buckhannon	\$18,350.00	\$0.00	\$1,000.00					
2	13	17X72 Tunnel Building	308 B-U Drive	Buckhannon	\$40,000.00	\$0.00	\$1,000.00					

Removed

Radios & Equipment	E-911	CAD System		\$500,000.00	\$1,000.00	
Radios & Equipment	E-911	Radio System		\$100,000.00	\$1,000.00	
Telephone System	Annex	Telephone System		\$100,000.00	\$1,000.00	
Telephone System	Courthouse	Telephone System		\$100,000.00	\$1,000.00	
Telephone System	E911/DHSEM	Telephone System Hardware		\$8,000.00	\$1,000.00	
Trailers	Maintenance	2005 King Trailer Cargo	0705	\$10,000.00	\$1,000.00	
Trailers	Maintenance	2014 HMS TL	2305	\$5,700.00	\$1,000.00	
Trailers	OEM	2009 Lark Trailer	4886	\$10,000.00	\$1,000.00	
Trailers	OEM	2009 Lark Trailer	4895	\$10,000.00	\$1,000.00	
Trailers	OEM	2009 Lark Trailer	4891	\$10,000.00	\$1,000.00	
Trailers	OEM	2011 TOP Trailer	2147	\$3,500.00	\$1,000.00	
Trailers	OEM	2012 BEN Trailer	8862	\$10,000.00	\$1,000.00	
Trailers	Office of Emergency Services	2010 Lark Trailer	9306	\$8,460.00	\$1,000.00	
Trailers	Sheriff	2006 Speed Trailer	3152	\$10,000.00	\$1,000.00	
Voting Machines	Election	Blanket Voting Equipment		\$360,000.00	\$1,000.00	
Totals		Count: 51		\$3,343,504.00		

Upshur County Commission

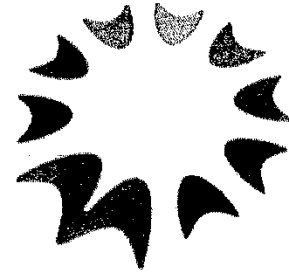
Coverage Term : 07/01/2024 - 07/01/2025

FINAL CONTRIBUTION ALLOCATION : BUSINESS AUTO SCHEDULE

DOCUMENT NUMBER : BA_77140 - Printed : 05/21/2024

Vehicle #	Department	Year	Make	Model	VIN	Repl. Cost Value	Comp. Ded.	Golf Ded.	
	Addressing	2021	Ford	Explorer	9445	\$0.00	\$500.00	\$500.00	
	Animal Control	2019	Dodge	1500	2640	\$0.00	\$500.00	\$500.00	
OES	Animal Control	2008	Ford	4d Pick Up	6131	\$0.00	\$500.00	\$500.00	
	Assessor	2024	Subaru	Outback	7185	\$0.00	\$500.00	\$500.00	
	Assessor	2024	Subaru	Outback	7726	\$0.00	\$500.00	\$500.00	
	Comm Corrections	2022	Toyota	Tundra	4448	\$0.00	\$500.00	\$500.00	
	Community Correction	2023	Jeep	Grand Cherokee	2147	\$0.00	\$500.00	\$500.00	
	Community Correction	2024	Jeep	Grand Cherokee	6380	\$0.00	\$500.00	\$500.00	
	Community Correction	2007	Ford	E350	5226	\$0.00	\$500.00	\$500.00	
	E-911	2021	Ford	Explorer	9760	\$0.00	\$500.00	\$500.00	
	James Curry Library	2006	Chevrolet	Silverado	8249	\$0.00	\$500.00	\$500.00	
	Library	2005	Chevrolet	Equinox	1698	\$0.00	\$500.00	\$500.00	
	Maintenance	2019	Ford	F-250	1902	\$0.00	\$500.00	\$500.00	

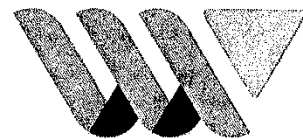
	Maintenance	2020	Ford	F-250 Truck	4172	\$0.00	\$500.00	\$500.00	
	Maintenance	2023	Ford	F-150	6688	\$50,775.00	\$500.00	\$500.00	
	OEM	2019	Chevrolet	Silverado	1064	\$0.00	\$500.00	\$500.00	
	Parks & Rec	2017	Ford	F150	2892	\$0.00	\$500.00	\$500.00	
	Sheriff	2016	Ford	Taurus	0059	\$0.00	\$500.00	\$500.00	
	Sheriff	2019	Ford	Police Interceptor	9379	\$0.00	\$500.00	\$500.00	
	Sheriff	2020	Ford	Expedition	8011	\$0.00	\$500.00	\$500.00	
	Sheriff	2020	Ford	Police Interceptor	5736	\$0.00	\$500.00	\$500.00	
	Sheriff	2021	Dodge	Charger	3426	\$0.00	\$500.00	\$500.00	
	Sheriff	2021	Dodge	Charger	7360	\$0.00	\$500.00	\$500.00	
	Sheriff	2021	Jeep	Grand Cherokee	1526 ✓	\$0.00	\$500.00	\$500.00	
	Sheriff	2023	Chevrolet	Tahoe	2391	\$0.00	\$500.00	\$500.00	
	Sheriff	2023	Chevrolet	Tahoe	9224	\$0.00	\$500.00	\$500.00	
	Sheriff	2023	Chevrolet	Tahoe	9256	\$0.00	\$500.00	\$500.00	
	Sheriff	2023	Jeep	Cherokee	8592	\$0.00	\$500.00	\$500.00	
	Sheriff	2023	Jeep	Grand Cherokee	6223	\$0.00	\$500.00	\$500.00	
	Sheriff	2014	Ford	Police Interceptor	1008	\$0.00	\$500.00	\$500.00	
	Sheriff	2016	Ford	Police Interceptor	3426	\$0.00	\$500.00	\$500.00	
	Sheriff	2016	Ford	Police Interceptor	4629	\$0.00	\$500.00	\$500.00	
	Sheriff	2016	Ford	Police Interceptor	4630	\$0.00	\$500.00	\$500.00	
	Sheriff	2017	Ford	Escape	3583	\$0.00	\$500.00	\$500.00	
	Sheriff	2017	Ford	Police Interceptor	0351	\$0.00	\$500.00	\$500.00	
NO APD COV	Sheriff	2007	Cat I A1	Cougar 4X4	9501	\$0.00	No Coverage	No Coverage	
	Youth Camp	2006	Ford	Explorer	2281	\$0.00	\$500.00	\$500.00	
	Youth Camp	2008	Toyota	Truck	4917 ✓	\$0.00	\$500.00	\$500.00	
Totals			Count: 38		\$50,775.00				



Metis

Upshur County Commission

Property Valuation Report
Prepared for:



WVcorp

Prepared by:
Metis Services, Inc.
1819 Electric Road, Suite C
Roanoke, VA 24018

Report Date:
February 9, 2024



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PROLOGUE

Opening Remarks

This report is presented in order to provide Upshur County Commission a valuation of selected Structures, Contents, and Electronic Data Equipment. The information contained herein has been collected through physical site visits, Member interviews, and use of the Total Component Methodology. Our report is intended to be used by Upshur County Commission to help identify the Replacement Cost Value of the identified properties; however, the information within this report is our opinion and the ultimate decision of placing value on these structures is the responsibility of Upshur County Commission. The report is not to be used for any other purpose other than that which is established above.

Scope of Report

For the purposes of this report we have classified property as Buildings, Business Personal Property (contents) and Electronic Data Processing (EDP) equipment. If there is any other classification of properties, we have excluded them from this document.

Buildings: We performed interior and exterior inspections of the buildings we were assigned to value. We identified major building components and recorded the square footage of each building. Through the use of physical measurements, review of provided blueprints, or via discussion with the property owner, we were able to gather the necessary information to determine size and function of the buildings we visited.

Business Personal Property: The contents are valued in aggregate per building. We performed a physical walk-through of the building and notated contents data based on concentration of the building's use as well as quality of those items. We placed the collected data into statistical modeling to determine the value of the contents in the individual structure. Classification of buildings such as administration, utility, recreation, garage, schools, etc. was used as part of our process to establish values. Our physical inspection of the building determined the need to account for above or below average contents densities, in which case we adjusted the aggregate value against the information provided by the statistical data models. In addition to, or replacement of, the aforementioned we conducted interviews with the Member to assist with the valuation of contents.



PROLOGUE

Electronic Data Processing: Metis defines EDP as any type of equipment with semiconductors and microprocessors. EDP includes computers, network communication systems, telephone systems, radio systems, network copiers, point of sale equipment, 911 systems and fingerprinting machines.

Exclusions: Asset classifications not included in the scope of this report include, but are not limited to: infrastructure, land or its improvements, records, consumables, stored items, spare parts, fine art, mobile equipment, communication towers, contractor's equipment and property not owned by the Member.

Valuation Methodology

For the purpose of this report, we have relied on the Cost Approach for our valuation methodology, which considers the current cost of reproducing or replacing an asset. The new reproduction/replacement cost of the valuated building asset is estimated on the basis of current labor and material prices. This methodology also takes into account allowances for overhead, profit, and provisions for professional and engineering fees, as well as other miscellaneous costs.

The valuation of contents and electronic data processing equipment (EDP) is acquired from a variety of sources; this includes historical data, physical inspection assessments, modeling (building type, size and occupancy calculations), property owner interviews, vendor or manufacture information or other third-party sources relevant to their expertise and special knowledge about the contents or EDP being evaluated. The information provided to us by these sources is received in good faith and believed to be reliable. However, due to the nature of this method, we do not express an affirmative opinion about the information provided by others and make no representation as to the accuracy or completeness of the information we've received from them. We reserve the right to adjust the valuation if a more accurate set of information is determined.

Total Component Methodology

We have constructed this report using Total Component Methodology (TCM) to determine a building's value. TCM software was used starting with the location of the building being valued to account for the climatic, seismic zone and high wind zone requirements of the building. All three of these location-sensitive issues ultimately have an effect on a building's design and value. We have used each building's postal code on which to establish proper labor rates and material costs.



PROLOGUE

The construction type of the building determines the structure of the building. This information dictates the framing system to be used as well as the structural floors and roof. When combined with the occupancy type of the building, the information completes the Total Component Methodology used in this report.

This approach to valuation utilizes the modeling concept to its fullest. In general terms, a model is an emulation or imitation of a collection of statistical data. The models used for this valuation are a compilation of research-based assumptions that represent the physical and aesthetic characteristics of a particular building occupancy and construction type. The set of building components that comprise a model are representative in kind, quality, and quantity of those items commonly found in a specific structure.

Reconstruction Cost

These models and methods are used to arrive at the Reconstruction Cost reflected in this report, which is the cost to replicate the building being valued, at current prices, using like kind and quality materials, construction standards, design/layout, quality of workmanship, and for the same building use. Reconstruction costs also include a number of site-specific and process-related costs that are experienced when rebuilding after a loss.

Conditions and Assumptions

Unless otherwise stated in the report, the following assumptions and limiting conditions apply to the service performed:

- **Report Date**

The information contained in this report is effective as of the date of our physical site visit. Any changes, alterations, or adjustments made to the property by the Member, third-parties, or as a result of natural events after the date of our visit are not the responsibility of Metis; further, we have no duty to document such subsequent deviations in this report. We updated our report on February 9, 2024. Not all properties listed in this report were visited during this valuation cycle. If a location didn't have any significant structural changes since our February 25, 2020 visit, we performed a desk review of the data on file and adjusted the RCV for buildings and Contents/EDP to account for current market prices.



PROLOGUE

- **Information From Third-Party Sources**

As part of our process during physical visits, site or Member management provided information on operational data for the structures, which could have included, but were not limited to structure value, materials, equipment, resale value, condition, or other elements of the location. While gathering information and assembling this report, we presume that any data supplied to us by any outside source are reliable; however, we have not sought additional verification.

- **Title and Compliance**

Our investigation did not include any research on property titles or outstanding liabilities that might exist. We did not conduct research into any governmental, zoning, or regulations as part of our report. Our information is presented with the assumption that property use and all boundaries are uncontested. Any inspection or determination of these items is beyond the scope of this report.

- **Distribution**

This report is meant solely for the use of the Member and VAcop. Any other use by or distribution to other parties is not intended. Further, the information contained herein is not to be used by third-parties as part of their operations, nor is this meant for those parties to rely on this report for any purpose.

Required Action

Please review and return a signed copy of Section II – Statement of Values. If information such as building name or address is incorrect, please mark corrections directly on the report, sign and email to sbrown@riskprograms.com. If you have questions about the report or the appraised values, please let us know.

Section I – Property Valuations

Section I provides a snap-shot description of each location being evaluated and monetary figures for each location, including the buildings, business personal property and electronic data processing equipment. Please note the properties included in this report for valuation were selected via the direction of the Member Services Department.



PROLOGUE

Section II – Statement of Values

This portion of the report provides a summary of the data contained within Section I in a spreadsheet format. This section should be reviewed and amended (if necessary) and then returned to the Member Services Department with the Member's signature.

Questions and Comments

WVcorp contracted with a Metis Services, Inc. to visit your properties and review their covered values. We completed this report to establish the replacement cost for your properties so that you and WVcorp both feel comfortable with the valuation.

Metis Services considered buildings valued at \$250,000 or greater but did not consider water tanks, signs, fencing, lighting, bleachers, outdoor tracks, and modular buildings.

Attached is the valuation report listing the valued buildings along with historical and updated values of the buildings, contents, and EDP.

Upon your approval of this report, WVcorp will use these new property values in the event of a loss.

WVcorp is happy to provide this member service and appreciates your assistance and cooperation during this project.

Thank you for reviewing and returning Section II of this document within the next 10 business days.

Service Provider / Member Services Department for VAcorp:

Risk Management Programs, Inc.

1819 Electric Road

Roanoke, VA 24018

(844) 986-2705 Toll Free Telephone

Member Services Manager – Stephanie Brown – email: sbrown@riskprograms.com



SECTION I

Property Valuations

Member Name:	Upshur County Commission		Member #: 049
Location:	1	Building:	Heavener Hall/Selbyville Youth Camp
Building:	5	Address:	76 Youth Camp Road, Selbyville, WV 26236
Coordinates:	38.758728, -80.233952		

Photo 1 - Front



Valuation Summary

Building Replacement Cash Value:	\$763,500.00
Building Actual Cash Value:	\$443,000.00
Contents Replacement Cash Value:	\$8,000.00
EDP Replacement Cash Value:	\$0.00
Contents & EDP Total:	\$8,000.00
Total Replacement Cash Value:	\$771,500.00

General

Year Built:	1968
GSF:	4,800
Stories:	2
Occupancy:	Assembly Hall
Renovation:	No Date:

Photo 2 - Aerial



Construction

ISO Class:	ISO 1 - Frame
Roof:	Steel
Exterior:	Siding, Wood on Frame
Heating:	None
Cooling:	Forced Cool Air

Protection

Fire Alarm:	Auto	
Sprinkler:	No	%:
Security System:	None	

Miscellaneous

Vacant:	No
Roof Age:	1 - 5 Years

Comments: Building is 50% ISO-1 and 50% ISO-2.



SECTION I

Property Valuations

Member Name:	Upshur County Commission		Member #: 049
Location: 1	Building: Smith Assembly Hall/Selbyville Youth Camp		
Building: 6	Address: 76 Youth Camp Road, Selbyville, WV 26236		
Coordinates: 38.759844, -80.235443			

Photo 1 - Front



Valuation Summary

Building Replacement Cash Value:	\$515,000.00
Building Actual Cash Value:	\$257,500.00
Contents Replacement Cash Value:	\$8,000.00
EDP Replacement Cash Value:	\$0.00
Contents & EDP Total:	\$8,000.00
Total Replacement Cash Value:	\$523,000.00

General

Year Built:	1954
GSF:	3,040
Stories:	1
Occupancy:	Assembly Hall
Renovation:	No Date:

Photo 2 - Aerial



Construction

ISO Class:	ISO 2 - Masonry
Roof:	Steel
Exterior:	Concrete Block
Heating:	None
Cooling:	None

Protection

Fire Alarm:	Manual / Auto
Sprinkler:	No %:
Security System:	None

Miscellaneous

Vacant:	No
Roof Age:	20+ Years

Comments:



SECTION I

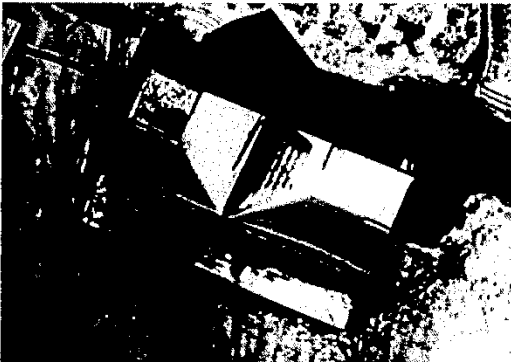
Property Valuations

Member Name:	Upshur County Commission		Member #: 049
Location:	1	Building:	Dining Hall/Selbyville Youth Camp
Building:	8	Address:	76 Youth Camp Road, Selbyville, WV 26236
Coordinates:	38.759273, -80.235820		

Photo 1 - Front



Photo 2 - Aerial



Comments:

Valuation Summary

Building Replacement Cash Value:	\$901,000.00
Building Actual Cash Value:	\$450,500.00
Contents Replacement Cash Value:	\$50,000.00
EDP Replacement Cash Value:	\$0.00
Contents & EDP Total:	\$50,000.00
Total Replacement Cash Value:	\$951,000.00

General

Year Built:	1954
GSF:	5,240
Stories:	1
Occupancy:	Dining Hall
Renovation:	No Date:

Construction

ISO Class:	ISO 2 - Masonry
Roof:	Steel
Exterior:	Concrete Block
Heating:	Heat Pump
Cooling:	Heat Pump

Protection

Fire Alarm:	None	
Sprinkler:	No	%:
Security System:	None	

Miscellaneous

Vacant:	No
Roof Age:	6 - 10 Years



SECTION I

Property Valuations

Member Name:	Upshur County Commission		Member #: 049
Location:	1	Building:	Pool
Building:	22	Address: 76 Youth Camp Road, Selbyville, WV 26236	
Coordinates: 38.758214, -80.233467			

Photo 1 - Front



Valuation Summary

Building Replacement Cash Value:	\$336,500.00
Building Actual Cash Value:	\$269,500.00
Contents Replacement Cash Value:	\$0.00
EDP Replacement Cash Value:	\$0.00
Contents & EDP Total:	\$0.00
Total Replacement Cash Value:	\$336,500.00

General

Year Built:	1980
GSF:	2,692
Stories:	N/A
Occupancy:	Pool
Renovation:	No Date:

Photo 2 - Aerial



Construction

ISO Class:	N/A
Roof:	None
Exterior:	None
Heating:	None
Cooling:	None

Protection

Fire Alarm:	None	
Sprinkler:	No	%:
Security System:	None	

Miscellaneous

Vacant:	No
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Comments:



SECTION I

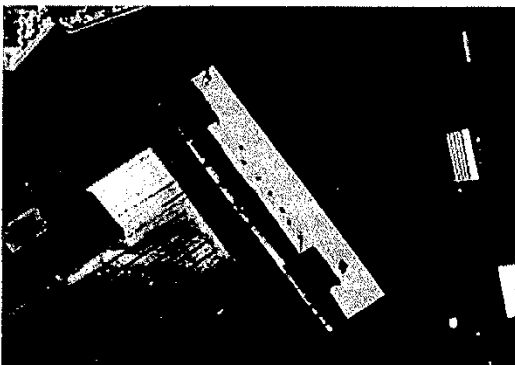
Property Valuations

Member Name:	Upshur County Commission		Member #: 049
Location: 2	Building: County Park Pool Building		
Building: 1	Address: 308 Bu Drive, Buckhannon, WV 26201		
Coordinates: 38.952097, -80.241651			

Photo 1 - Front



Photo 2 - Aerial



Comments:

Valuation Summary

Building Replacement Cash Value:	\$907,000.00
Building Actual Cash Value:	\$626,000.00
Contents Replacement Cash Value:	\$25,500.00
EDP Replacement Cash Value:	\$0.00
Contents & EDP Total:	\$25,500.00
Total Replacement Cash Value:	\$932,500.00

General

Year Built:	1980
GSF:	5,559
Stories:	1
Occupancy:	Pool House
Renovation:	No Date:

Construction

ISO Class:	ISO 2 - Masonry
Roof:	Steel
Exterior:	Siding, Wood on Masonry
Heating:	None
Cooling:	None

Protection

Fire Alarm:	None
Sprinkler:	No %:
Security System:	None

Miscellaneous

Vacant:	Yes
Roof Age:	6 - 10 Years



SECTION I

Property Valuations

Member Name:	Upshur County Commission		Member #: 049
Location:	2	Building:	County Park Pool
Building:	2	Address:	308 Bu Drive, Buckhannon, WV 26201
Coordinates:	38.951921, -80.241976		

Photo 1 - Front



Valuation Summary

Building Replacement Cash Value:	\$1,355,000.00
Building Actual Cash Value:	\$1,084,000.00
Contents Replacement Cash Value:	\$0.00
EDP Replacement Cash Value:	\$0.00
Contents & EDP Total:	\$0.00
Total Replacement Cash Value:	\$1,355,000.00

General

Year Built:	1980
GSF:	10,838
Stories:	N/A
Occupancy:	Pool
Renovation:	No Date:

Photo 2 - Aerial



Construction

ISO Class:	N/A
Roof:	None
Exterior:	None
Heating:	None
Cooling:	None

Protection

Fire Alarm:	None	
Sprinkler:	No	%:
Security System:	None	

Miscellaneous

Vacant:	No
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Comments:

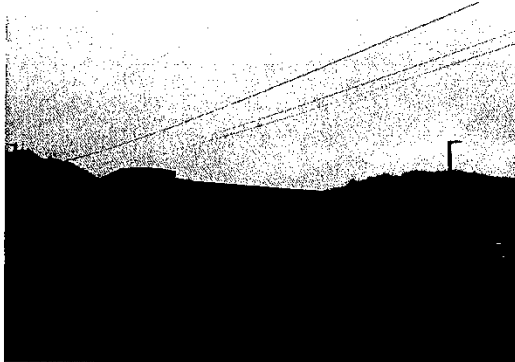


SECTION I

Property Valuations

Member Name:	Upshur County Commission		Member #: 049
Location:	3	Building:	Upshur Co Library
Building:	1	Address:	1150 Route 20 South Road, Tennerton, WV 26201
Coordinates:	38.966298, -80.240940		

Photo 1 - Front



Valuation Summary

Building Replacement Cash Value:	\$3,920,000.00
Building Actual Cash Value:	\$2,940,000.00
Contents Replacement Cash Value:	\$0.00
EDP Replacement Cash Value:	\$0.00
Contents & EDP Total:	\$0.00
Total Replacement Cash Value:	\$3,920,000.00

General

Year Built:	1979
GSF:	18,108
Stories:	1
Occupancy:	Library
Renovation:	No Date:

Photo 2 - Aerial



Construction

ISO Class:	ISO 4 - Masonry Noncombustible
Roof:	Single-Ply Membrane
Exterior:	Brick on Masonry
Heating:	Rooftop Unit(s)
Cooling:	Rooftop Unit(s)

Protection

Fire Alarm:	Manual / Auto	
Sprinkler:	No	%:
Security System:	CCTV only	

Miscellaneous

Vacant:	No
Roof Age:	1 - 5 Years

Comments:



SECTION I

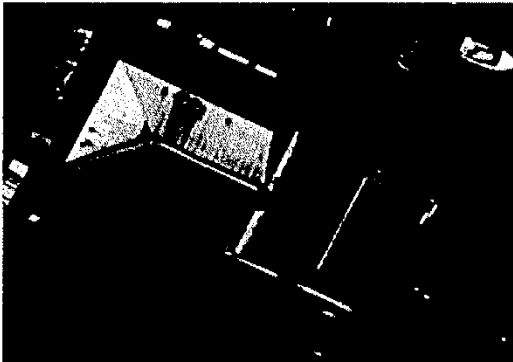
Property Valuations

Member Name:	Upshur County Commission		Member #: 049
Location:	4	Building:	EMS Bldg
Building:	1	Address:	164 Pocahontas Street, Buckhannon, WV 26201
Coordinates:	38.982320, -80.221716		

Photo 1 - Front



Photo 2 - Aerial



Comments:

Valuation Summary

Building Replacement Cash Value:	\$812,000.00
Building Actual Cash Value:	\$446,500.00
Contents Replacement Cash Value:	\$96,500.00
EDP Replacement Cash Value:	\$23,000.00
Contents & EDP Total:	\$119,500.00
Total Replacement Cash Value:	\$931,500.00

General

Year Built:	1962
GSF:	4,700
Stories:	2
Occupancy:	EMS Station
Renovation:	No Date:

Construction

ISO Class:	ISO 2 - Masonry
Roof:	Shingles, Asphalt
Exterior:	Concrete Block
Heating:	Forced Warm Air
Cooling:	Forced Cool Air

Protection

Fire Alarm:	Manual
Sprinkler:	No %:
Security System:	None

Miscellaneous

Vacant:	No
Roof Age:	1 - 5 Years



SECTION I

Property Valuations

Member Name:	Upshur County Commission		Member #: 049
Location: 5	Building: Health Dept		
Building: 1	Address: 15 N Locust Street, Buckhannon, WV 26201		
Coordinates: 38.995241, -80.232289			

Photo 1 - Front



Valuation Summary

Building Replacement Cash Value:	\$653,500.00
Building Actual Cash Value:	\$490,000.00
Contents Replacement Cash Value:	\$0.00
EDP Replacement Cash Value:	\$0.00
Contents & EDP Total:	\$0.00
Total Replacement Cash Value:	\$653,500.00

General

Year Built:	1978
GSF:	2,400
Stories:	1
Occupancy:	Office/Clinic
Renovation:	No Date:

Photo 2 - Aerial



Construction

ISO Class:	ISO 4 - Masonry Noncombustible
Roof:	Single-Ply Membrane
Exterior:	Brick on Masonry
Heating:	Forced Warm Air
Cooling:	Forced Cool Air

Protection

Fire Alarm:	None	
Sprinkler:	No	%:
Security System:	Yes, with CCTV	

Miscellaneous

Vacant:	No
Roof Age:	11 - 15 Years

Comments:



SECTION I

Property Valuations

Member Name:	Upshur County Commission		Member #: 049
Location: 6	Building: Old Jail Record Storage & File		
Building: 1	Address: 14 S Locust Street, Buckhannon, WV 26201		
Coordinates: 38.993228, -80.231418			

Photo 1 - Front



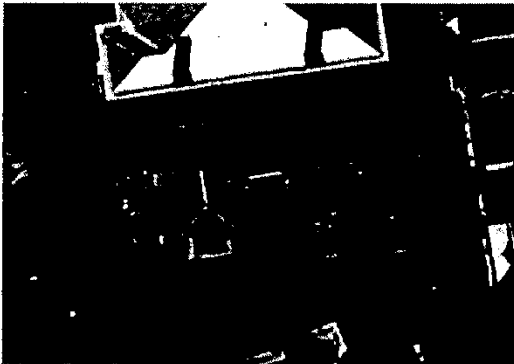
Valuation Summary

Building Replacement Cash Value:	\$1,890,000.00
Building Actual Cash Value:	\$938,000.00
Contents Replacement Cash Value:	\$143,000.00
EDP Replacement Cash Value:	\$3,000.00
Contents & EDP Total:	\$146,000.00
Total Replacement Cash Value:	\$2,036,000.00

General

Year Built:	1898
GSF:	7,356
Stories:	2
Occupancy:	Jail/House
Renovation:	Yes Date: 1950

Photo 2 - Aerial



Construction

ISO Class:	ISO 2 - Masonry
Roof:	Shingles, Asphalt
Exterior:	Brick, Solid
Heating:	Heat Pump
Cooling:	Heat Pump

Protection

Fire Alarm:	Manual / Auto	
Sprinkler:	Yes	%: 100
Security System:	Yes, with CCTV	

Miscellaneous

Vacant:	No
Roof Age:	20+ Years

Comments:



SECTION I

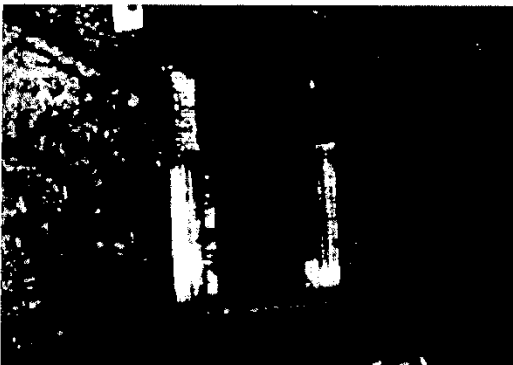
Property Valuations

Member Name:	Upshur County Commission		Member #: 049
Location: 7	Building: Animal Shelter		
Building: 1	Address: 318 Mud Lick Road, Buckhannon, WV 26201		
Coordinates: 39.008303, -80.251865			

Photo 1 - Front



Photo 2 - Aerial



Comments:

Valuation Summary

Building Replacement Cash Value:	\$362,000.00
Building Actual Cash Value:	\$271,500.00
Contents Replacement Cash Value:	\$34,500.00
EDP Replacement Cash Value:	\$7,000.00
Contents & EDP Total:	\$41,500.00
Total Replacement Cash Value:	\$403,500.00

General

Year Built:	1990
GSF:	2,384
Stories:	1
Occupancy:	Animal Shelter
Renovation:	No Date:

Construction

ISO Class:	ISO 2 - Masonry
Roof:	Steel
Exterior:	Concrete Block
Heating:	Forced Warm Air
Cooling:	Forced Cool Air

Protection

Fire Alarm:	None	
Sprinkler:	No	%:
Security System:	CCTV only	

Miscellaneous

Vacant:	No
Roof Age:	20+ Years

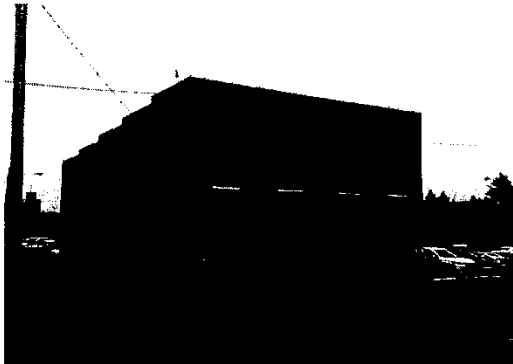


SECTION I

Property Valuations

Member Name:	Upshur County Commission		Member #: 049
Location: 8	Building: Courthouse		
Building: 1	Address: 40 W Main Street, Buckhannon, WV 26201		
Coordinates: 38.992801, -80.231031			

Photo 1 - Front



Valuation Summary

Building Replacement Cash Value:	\$795,500.00
Building Actual Cash Value:	\$406,000.00
Contents Replacement Cash Value:	\$83,000.00
EDP Replacement Cash Value:	\$6,500.00
Contents & EDP Total:	\$89,500.00
Total Replacement Cash Value:	\$885,000.00

General

Year Built:	1954
GSF:	4,600
Stories:	2
Occupancy:	Maintenance Office/Storage
Renovation:	No Date:

Photo 2 - Aerial



Construction

ISO Class:	ISO 1 - Frame
Roof:	Single-Ply Membrane
Exterior:	Brick on Frame
Heating:	Forced Warm Air
Cooling:	Evaporative Cooler

Protection

Fire Alarm:	Manual / Auto	
Sprinkler:	Yes	%: 100
Security System:	Yes, with CCTV	

Miscellaneous

Vacant:	No
Roof Age:	16 - 20 Years

Comments:



SECTION I

Property Valuations

Member Name:	Upshur County Commission		Member #: 049
Location: 9	Building: Courthouse		
Building: 1	Address: 40 W Main Street, Buckhannon, WV 26201		
Coordinates: 38.993542, -80.231485			

Photo 1 - Front



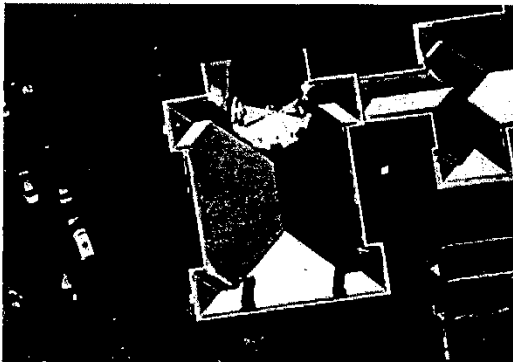
Valuation Summary

Building Replacement Cash Value:	\$7,592,500.00
Building Actual Cash Value:	\$3,199,500.00
Contents Replacement Cash Value:	\$705,500.00
EDP Replacement Cash Value:	\$256,000.00
Contents & EDP Total:	\$961,500.00
Total Replacement Cash Value:	\$8,554,000.00

General

Year Built:	1899
GSF:	19,884
Stories:	3
Occupancy:	Courthouse
Renovation:	No Date:

Photo 2 - Aerial



Construction

ISO Class:	ISO 2 - Masonry
Roof:	Steel
Exterior:	Brick, Solid
Heating:	Boiler & Piping
Cooling:	Chilled Water, w/Fan Coil Units

Protection

Fire Alarm:	Manual / Auto	
Sprinkler:	No	%:
Security System:	Yes, with CCTV	

Miscellaneous

Vacant:	No
Roof Age:	20+ Years

Comments:



SECTION I

Property Valuations

Member Name:	Upshur County Commission		Member #: 049
Location: 9	Building: Courthouse Annex		
Building: 2	Address: 38 W Main Street, Buckhannon, WV 26201		
Coordinates: 38.993603, -80.231049			

Photo 1 - Front



Photo 2 - Aerial



Comments:

Valuation Summary

Building Replacement Cash Value:	\$7,723,000.00
Building Actual Cash Value:	\$6,410,000.00
Contents Replacement Cash Value:	\$718,000.00
EDP Replacement Cash Value:	\$249,000.00
Contents & EDP Total:	\$967,000.00
Total Replacement Cash Value:	\$8,690,000.00

General

Year Built:	1995
GSF:	23,483
Stories:	3
Occupancy:	Courthouse
Renovation:	No Date:

Construction

ISO Class:	ISO 4 - Masonry Noncombustible
Roof:	Aluminum
Exterior:	Brick on Masonry
Heating:	Boiler & Piping
Cooling:	Chilled Water, w/Fan Coil Units

Protection

Fire Alarm:	Manual / Auto
Sprinkler:	Yes %: 100
Security System:	Yes, with CCTV

Miscellaneous

Vacant:	No
Roof Age:	20+ Years
Elevator(s):	1



SECTION I

Property Valuations

Member Name:	Upshur County Commission		Member #: 049
Location: 11	Building: James Curry Library		
Building: 1	Address: 1721 Brooks Hill Road, French Creek, WV 26218		
Coordinates: 38.761716, -80.216723			

Photo 1 - Front



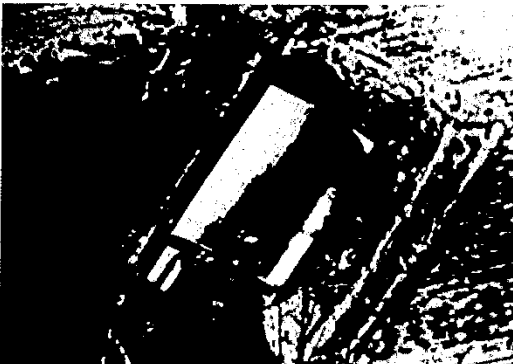
Valuation Summary

Building Replacement Cash Value:	\$406,500.00
Building Actual Cash Value:	\$280,500.00
Contents Replacement Cash Value:	\$0.00
EDP Replacement Cash Value:	\$0.00
Contents & EDP Total:	\$0.00
Total Replacement Cash Value:	\$406,500.00

General

Year Built:	1980
GSF:	2,240
Stories:	1
Occupancy:	Library
Renovation:	No Date:

Photo 2 - Aerial



Construction

ISO Class:	ISO 1 - Frame
Roof:	Shingles, Asphalt
Exterior:	Log, Full
Heating:	Heat Pump
Cooling:	Heat Pump

Protection

Fire Alarm:	None	
Sprinkler:	No	%:
Security System:	None	

Miscellaneous

Vacant:	No
Roof Age:	20+ Years

Comments:



SECTION I

Property Valuations

Member Name:	Upshur County Commission		Member #: 049
Location: 16	Building: E911/OEM Building		
Building: 1	Address: 181 Pallottine Drive, Buckhannon, WV 26201		
Coordinates: 38.990501, -80.240316			

Photo 1 - Front



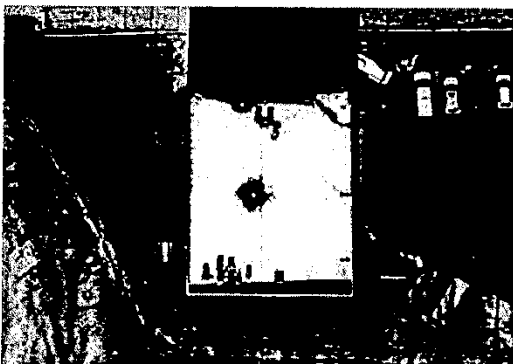
Valuation Summary

Building Replacement Cash Value:	\$1,425,000.00
Building Actual Cash Value:	\$1,311,000.00
Contents Replacement Cash Value:	\$167,500.00
EDP Replacement Cash Value:	\$220,500.00
Contents & EDP Total:	\$388,000.00
Total Replacement Cash Value:	\$1,813,000.00

General

Year Built:	2010
GSF:	5,229
Stories:	1
Occupancy:	911 Center
Renovation:	No Date:

Photo 2 - Aerial



Construction

ISO Class:	ISO 4 - Masonry Noncombustible
Roof:	Single-Ply Membrane
Exterior:	Concrete Block, Split Face
Heating:	Heat Pump
Cooling:	Heat Pump

Protection

Fire Alarm:	Manual / Auto	
Sprinkler:	Yes	%: 100
Security System:	Yes, with CCTV	

Miscellaneous

Vacant:	No
Roof Age:	11 - 15 Years

Comments:



SECTION I

Property Valuations

Member Name:	Upshur County Commission		Member #: 049
Location: 17	Building: Administrative Annex Building		
Building: 1	Address: 91 W Main Street, Buckhannon, WV 26201		
Coordinates: 38.993168, -80.234499			

Photo 1 - Front



Valuation Summary

Building Replacement Cash Value:	\$597,000.00
Building Actual Cash Value:	\$370,500.00
Contents Replacement Cash Value:	\$35,000.00
EDP Replacement Cash Value:	\$11,500.00
Contents & EDP Total:	\$46,500.00
Total Replacement Cash Value:	\$643,500.00

General

Year Built:	1972
GSF:	3,390
Stories:	1
Occupancy:	Office
Renovation:	No Date:

Photo 2 - Aerial



Construction

ISO Class:	ISO 1 - Frame
Roof:	Shingles, Asphalt
Exterior:	Brick on Frame
Heating:	Forced Warm Air
Cooling:	Forced Cool Air

Protection

Fire Alarm:	Manual	
Sprinkler:	No	%:
Security System:	Yes, with CCTV	

Miscellaneous

Vacant:	No
Roof Age:	1 - 5 Years

Comments:

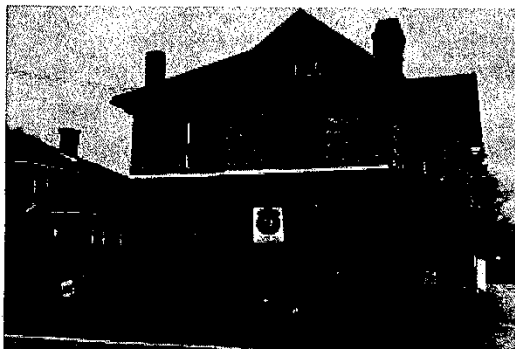


SECTION I

Property Valuations

Member Name:	Upshur County Commission		Member #: 049
Location: 21	Building: Day Report Center / Community Corrections Office		
Building: 1	Address: 85 W Main Street, Buckhannon, WV 26201		
Coordinates: 38.993283, -80.233894			

Photo 1 - Front



Valuation Summary

Building Replacement Cash Value:	\$880,500.00
Building Actual Cash Value:	\$370,000.00
Contents Replacement Cash Value:	\$103,000.00
EDP Replacement Cash Value:	\$34,000.00
Contents & EDP Total:	\$137,000.00
Total Replacement Cash Value:	\$1,017,500.00

General

Year Built:	1910
GSF:	4,150
Stories:	3
Occupancy:	House/Office
Renovation:	No Date:

Photo 2 - Aerial



Construction

ISO Class:	ISO 2 - Masonry
Roof:	Shingles, Asphalt
Exterior:	Stone, Solid, 18" Thick
Heating:	Forced Warm Air
Cooling:	Forced Cool Air

Protection

Fire Alarm:	None	
Sprinkler:	No	%:
Security System:	None	

Miscellaneous

Vacant:	No
Roof Age:	1 - 5 Years

Comments:



Metis

Upshur County Commission
049**SECTION II**

Statement of Values

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	\$599,500	\$6,000	\$0	\$763,500	\$8,000	\$0	
1	6	Smith Assembly Hall/Selbyville Youth Camp	76 Youth Camp Road, Selbyville, WV 26236	O	\$404,500	\$6,000	\$0	\$515,000	\$8,000	\$0	
1	8	Dining Hall/Selbyville Youth Camp	76 Youth Camp Road, Selbyville, WV 26236	O	\$707,500	\$39,000	\$0	\$901,000	\$50,000	\$0	
1	22	Pool	76 Youth Camp Road, Selbyville, WV 26236	O	\$272,000	\$0	\$0	\$336,500	\$0	\$0	
2	1	County Park Pool Building	308 Bu Drive, Buckhannon, WV 26201	O	\$712,500	\$20,000	\$0	\$907,000	\$25,500	\$0	
2	2	County Park Pool	308 Bu Drive, Buckhannon, WV 26201	O	\$1,095,000	\$0	\$0	\$1,355,000	\$0	\$0	
3	1	Upshur Co Library	1150 Route 20 South Road, Tennerton, WV 26201	O	\$2,788,500	\$0	\$0	\$3,920,000	\$0	\$0	Hist. content value \$788,000
4	1	EMS Bldg	164 Pocahontas Street, Buckhannon, WV 26201	O	\$637,500	\$75,500	\$18,000	\$812,000	\$96,500	\$23,000	
5	1	Health Dept	15 N Locust Street, Buckhannon, WV 26201	O	\$465,000	\$0	\$0	\$653,500	\$0	\$0	
6	1	Old Jail Record Storage & File	14 S Locust Street, Buckhannon, WV 26201	O	\$1,391,000	\$105,000	\$2,000	\$1,890,000	\$143,000	\$3,000	



Metis

Upshur County Commission
049**SECTION II**

Statement of Values

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
7	1	Animal Shelter	318 Mud Lick Road, Buckhannon, WV 26201	O	\$284,500	\$105,000	\$5,500	\$362,000	\$34,500	\$7,000	
8	1	Courthouse	40 W Main Street, Buckhannon, WV 26201	O	\$625,000	\$65,000	\$5,000	\$795,500	\$83,000	\$6,500	Building name: Maintenance Building
9	1	Courthouse	40 W Main Street, Buckhannon, WV 26201	O	\$6,940,500	\$645,000	\$223,500	\$7,592,500	\$705,500	\$256,000	
9	2	Courthouse Annex	38 W Main Street, Buckhannon, WV 26201	O	\$5,493,500	\$510,500	\$177,000	\$7,723,000	\$718,000	\$249,000	
11	1	James Curry Library	1721 Brooks Hill Road, French Creek, WV 26218	O	\$319,000	\$0	\$0	\$406,500	\$0	\$0	Hist. content value \$168,000
16	1	E911/OEM Building	181 Pallottine Drive, Buckhannon, WV 26201	O	\$1,000,500	\$117,500	\$77,000	\$1,425,000	\$167,500	\$220,500	
17	1	Administrative Annex Building	91 W Main Street, Buckhannon, WV 26201	O	\$469,000	\$27,500	\$9,000	\$597,000	\$35,000	\$11,500	
21	1	Day Report Center / Community Corrections Office	85 W Main Street, Buckhannon, WV 26201	O	\$300,000	\$40,000		\$880,500	\$103,000	\$34,000	
Status: O = Occupied V = Vacant								HISTORICAL COMBINED TOTAL		\$26,784,000	
								NEW COMBINED TOTAL		\$34,823,500	
								CHANGE		\$8,039,500	
								PERCENTAGE CHANGE		30.02%	



Metis

Upshur County Commission
049

SECTION II

Statement of Values

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

Print Name Samuel B. Nott Title Commission Signature _____ Date June 6, 2024
President

At the County Commission Meeting of Upshur County, West Virginia, held on the 6th day of June, 2024, the following Order was made and entered:

SUBJECT: Designation of Depositories, pursuant to W. Va. Code 7-6-1

In accordance with Section 1, Article 6, Chapter 7, of the West Virginia Code, the Upshur County Commission hereby designates Freedom Bank, First Community Bank, JP Morgan-Chase Bank, Peoples Bank, and Citizens Bank of WV as depositories of public monies for fiscal year 2024/2025. The Upshur County Commission has determined that said banking institutions have complied with all the requirements of State Law.

The adoption of the foregoing Motion having been moved by:

_____, Commissioner, and duly seconded by:

_____, Commissioner, the vote thereon was as follows:

Samuel R. Nolte, President _____

Kristie G. Tenney, Commissioner _____

Douglas K. Bush, Commissioner _____

WHEREUPON, Kristie G. Tenney, President declared said Motion duly adopted; and it is therefore **ADJUDGED** and **ORDERED** that said Motion be, and the same is hereby adopted.

Samuel R. Nolte, President

Kristie G. Tenney, Commissioner

Douglas K. Bush, Commissioner

ATTEST: _____
Carol J. Smith, County Clerk

DEED RESTRICTION

WHEREAS, the County Commission of Upshur County, State of West Virginia, (hereinafter, "County Commission") is the recorded owner of certain real property, incorporated herein by reference, the same being three (3) contiguous tracts of land described in the Office of the Clerk of the County Commission of Upshur County, West Virginia, in Deed Book 279 at page 334, Deed Book 294 at page 590, Deed Book 280 at page 77; Deed Book 274 at page 423; and further described in said Clerk' s Office in Deed Book 492 at page 620.

WHEREAS, the County Commission has applied for grant funding made available through the United States Land and Water Conservation Fund Act of 1965 which provides funds for the planning, acquisition, and development of state and local parks; provided, however, that the property shall be bound by perpetual restrictive covenants which obligate the property to remain in use solely as a public outdoor recreational facility.

WHEREAS, the County Commission has elected to comply with the deed restrictions required by the grant (WV State Project Numbers 54-00230; and 54-00585), so as to enable the County Commission to receive the grant funds and perform the work described in the grant.

WHEREAS, in order to comply with section 6(f)(3) of the United States Land and Water Conservation Fund Act of 1965, (hereinafter, "LWCF") (54 U.S.C. § 200301 et seq.) as amended by the Great American Outdoors Act (Pub. L. 116-152), 2 C.F.R. §200.316, and in accordance with LWCF General Provisions, the County Commission, for itself, its assigns, and successors-in-interest, hereby irrevocably covenant the right to enforce the perpetual servitude and does hereby impose the following perpetual restrictions and stewardship upon certain property described as follows:

See LEGAL DESCRIPTION ATTACHED AS EXHIBIT "A" hereto and made a part hereof.

The described property shall be perpetually charged with a servitude requiring the property to be used only for public outdoor recreation consistent with the LWCF, as follows:

1. The project site shall be used for public recreation uses only.
2. The project site shall not be converted to other than public outdoor use without the express written approval of the United States Secretary of the Interior. The secretary shall approve conversion thereof only upon

such conditions as he deems necessary to assure the substitution of other recreation properties of at least fair market value and of reasonably equivalent usefulness and location.

3. The project site shall be maintained so as to appear attractive and inviting to the public.
4. Sanitation and sanitary facilities at the project site shall be maintained in accordance with applicable health standards.
5. Any outdoor recreation facilities at the project site should comply with all State and Federal legislation (e.g., 42 U.S.C. § 6901 et. seq. and the National Institute for Occupational Safety and Health (NIOSH) as required and compliance will be indicated by signs posted in visible public areas, statements in public information brochures, etc.
6. Buildings, roads, trails, and other structures and improvements at the project site shall be kept in reasonable repair throughout their estimated lifetime to prevent undue deterioration and to encourage public use.
7. The project site shall be kept open for public use at reasonable hours and times of the year, according to the type of area or facility thereon.
8. A posted LWCF acknowledgement sign shall be prominently displayed at the project site, in perpetuity, to inform the public that the project site was funded by the LWCF program.
9. This Deed Restriction instrument will be recorded with the Deed of the subject property along with a plat of the subject property, which is of record and entitled "Plat of Partition Survey for Upshur County Commission" prepared by Dale P. Bennett and filed in Deed Book 492 at Page 625 on June 7, 2000. A copy will also be sent to the West Virginia Development Office, Community Development Division.

WITNESS the following signature:

COUNTY COMMISSION OF UPSHUR COUNTY, WEST VIRGINIA,
a statutory corporation.

By: _____
 Samuel R. Nolte, President

State of West Virginia

County of Upshur

Personally appeared before me _____ who, under oath, says that she witnessed _____, President for the County Commission of Upshur County, West Virginia, sign the attached Deed Restriction instrument to include exhibits attached as "Exhibit A for 6(f)(3) Boundary Maps," "Exhibit B for Final Site Plan," and "Exhibit C for Grant Agreement," and as its act and deed, delivered the same, and that she witnessed the execution thereof.

Sworn to before me this
 _____ day of _____, _____.

 Notary Public for West Virginia
 My Commission expires _____

This instrument was prepared by Bryan S. Hinkle, Prosecuting Attorney in and for Upshur County, West Virginia.

Agreement Between Owner and Contractor on the Basis of Stipulated Price

Date: _____

THIS AGREEMENT is by and between the County Commission of Upshur County, West Virginia ("OWNER") and Family Carpet Outlet, Inc. ("CONTRACTOR") to provide carpet replacement services at the Upshur County Public Library located at 1150 Route 20 South Rd. Buckhannon, WV 26201. Owner and Contractor, in consideration of the mutual covenants hereinafter set forth, agree as follows:

I. Work

Contractor shall complete all work and requirements as specified in Exhibit A "Contract 2024" attached hereto and incorporated herein by reference. Contractor shall verify and be responsible for all field dimensions and conditions and shall notify Owner of any discrepancies before proceeding with the project.

II. Time Period for Contract

Contractor shall coordinate work schedule with the occupant so as not to interfere or disturb ongoing building use and function. Family Carpet Outlet, Inc. estimates the start date for the project as end of July – early August 2024. The project will be completed by September 30, 2024 and is estimated to take 7-10 days to complete. Liquidated damages in the sum of one hundred fifty dollars (\$150) will be charged for each consecutive calendar day thereafter unless a written extension approval is provided. Written request for additional time required due to unforeseen delays will be considered only if submitted in writing within ten (10) calendar days of the event causing the delay.

III. Required Documentation from Contractor

Contractor shall furnish any and all requested and/or required documentation, including but not limited to the following:

- Performance Bond
- West Virginia Business License.
- Certificate of Insurance – Minimum of one million (\$1,000,000).
- Certificate of Coverage of Workers' Compensation or Approved Waiver.
- West Virginia Contractor's License.

- Affidavit of non-collusion.
- Drug Free Workplace Conformance Affidavit.
- Any Additional Documentation as Required by the Owner.

IV. Sub-Contractor Restriction

Contractor shall not employ any sub-contractor to complete any work for any portion of this project without expressed written approval from the Owner.

V. Change Orders

A Change Order is a written instrument signed by the parties stating their agreement upon a change in the work, the amount of the adjustment or the method for computing the amount of the adjustment of the Contract Sum, if any, and the extent of the adjustment in the project time schedule, if any. Any work that is beyond the scope of the work specified for the project or that modifies the work specified for the project must be approved through a written Change Order signed by the parties evidencing their agreement. If the parties are unable to agree on the terms of a Change Order, the Contractor will proceed to perform the work without delay, and the Commission may issue a construction change directive or field work order to document the change and the basis on which work will proceed until the issue is resolved and an appropriate Change Order prepared and signed by the parties.

VI. Payment Procedures

The Vendor will be paid in the form of periodic progress payments for work completed. Payment requests along with documentation supporting the request will be submitted to and reviewed by the Owner. The Owner reserves the right to withhold liquidated damages from progress payments. Progress payments will be made no more than monthly. Approval and payment of progress payments will be based on Contractor's submission of a payment allocation schedule which allocates the entire contract sum to payment milestones. Owner will review the payment allocation and may mandate changes that they believe are necessary. Owner shall have thirty (30) days from the date the invoice is received to issue payment, less any disputed charges.

Bidder will complete work in accordance with the bidding documents in the amount of \$65,000.

V. Representations

By signature on this agreement the undersigned representative of the Contractor makes the following representations:

- (1) Contractor has examined and studied any documentation related to the scope of work for these services as outlined in this agreement. Such documentation is sufficient to indicate and convey understanding for performance and furnishing of the work.
- (2) Contractor has visited the site and is familiar with and is satisfied as to the general or local site conditions that may affect cost, process and performance of the work.
- (3) Contractor agrees that compliance with any federal, state, and/or local law and/or regulation is their sole responsibility and not the responsibility of the Owner.
- (4) Contractor does not consider that any further examinations, or investigations are necessary for the performance of this work at the stated contract price, within the contract time period, and in accordance with any other terms and conditions so stated.
- (6) If the owner considers that the contractor has breached this contract due to the work being faulty or incomplete, the owner must first issue the contractor with a notice to remedy a breach. This should include:
 - a. details of the breach
 - b. a reasonable time to remedy the breach
 - c. the consequences of a failure to remedy the breach

VI. Miscellaneous

Successors and Assigns:

Owner and Contractor each bind itself, its partners, successors, assigns and legal representatives to the other party hereto, its partners, successors, assigns and legal representatives in respect to all covenants, agreements, and obligations contained herein.

Severability:

Any provision or part of this agreement held to be void or unenforceable under any law or regulation shall be deemed stricken and all remaining provisions shall continue to be valid and binding upon Owner and Contractor.

Debris and waste removal:

Contractor will (1) remove debris, junk and trash from site (2) leave site in clean condition, ready for subsequent work and (3) clean up spillage and wind-blown debris from public and private lands.

This Contract will be effective on the _____ day of _____ in _____.

OWNER:**CONTRACTOR:****County Commission of Upshur County****Family Carpet Outlet, Inc.**

By: _____

By: _____

Name: Samuel R. NolteName: Robert VanniTitle: Commission PresidentTitle: Project Manager

Attest: _____

Attest: _____

Address for Giving Notices:

Address for Giving Notices:

Office of the Upshur County Commission

P.O. Box 161

91 W Main Street, Suite 101

Parkersburg, WV 26102

Buckhannon, WV 26201

Telephone: 304 / 472.0535

Telephone: (304) 865-7798

Facsimile: 304 / 473.2802

Facsimile: (304) 295-3106

Email: chughes@upshurcounty.orgEmail: rvanni@familycarpetwv.com

Greg Harris, Facilities Director (304) 472-6717.

UCPL Contacts:

Paul Norko, paul.norko@upshur.wvlibrary.infoConnie Cutright, connie.cutright@upshur.wvlibrary.info

Exhibit A:
Contract 2024

FAMILY CARPET Outlet, Inc.

Family Carpet Inc.

P.O. Box 161

Parkersburg, WV 26102

Office (304) 865-7798 / Fax (304) 295-3106

Cell Phone Numbers

Rob Parrish (304) 482-7308

Jim Hughes (304) 482-5427

Scott Lewis (304) 588-1778

Craig Hill (304) 483-6044

Michael Vanni (301) 752-7256

Robert Vanni (301) 758-1572

Contract 2024

Upshur County Public Library

1150 WV-20 Rd, Buckhannon, WV 26201

DATE: 05/20/24

Salesman Robert Vanni

Job Name Upshur County Public Library

Carpet replacement project

Phone #

Fax #

E-mail:

Ship To Address:

WV Contractor License # WV006198

Family Carpet proposes the following scope of work at Upshur County Public Library

Family Carpet is to demo and dispose of the current worn carpet, wall baseboard trim, and debris

Family Carpet will provide a dumpster to dispose of the current flooring materials

Family Carpet will provide all tools, equipment, materials, and labor to complete Upshur County Library renovation

Family Carpet will move desks, chairs, and other movable objects, customer is to unplug all electronics such as computers

Book shelves are to stay where they currently are, Family Carpet will cut up to, and around

Family Carpet will install CPT under bottom rack of book shelves where bottom racks can be removed

After demoing the current CPT, Family Carpet will ardex, and sand smooth the concrete subfloor wherever it is needed

Family Carpet will provide, and install new carpet tile squares, and baseboard trim

Family Carpet will break out the proposal across (3) CPT assortment/dream board choices

Family Carpets final proposal will be broken down into three sections per customer request from the mandatory bid meeting

The three sections will be labeled as Main Area Section 1 (Base bid)- Alternate Area Section 2 and Alternate Area Section 3

Style selected will be the same throughout the entire library

Exact work renovation hours to be confirmed with Upshur County Library site leaders if awarded proposal

Family Carpet has priced (3) Carpet assortment styles with more than (2) complimentary color choices in each

Mohawk- Learn & Live Collection- Rise Up, Side Stripe, Swipe Right

Contract price amount **\$65,000.00**

Estimated start date- End of July-Early August

Upshur County Authorized Signature

Printed name and title

Robert Vanni

Family Carpet Outlet, Inc. Authorized Signature

Robert Vanni - Project Manager

Printed name and title

UPSHUR COUNTY COMMISSION
Upshur County Administrative Annex
91 West Main Street, Suite 101 ▪ Buckhannon, West Virginia 26201
Equal Opportunity Employer (EOE)

Telephone: (304) 472-0535
Telecopier: (304) 473-2802

TDD Numbers
Business: 472-9550
Emergency: 911

June 6, 2024

Honorable Robert N. Skinner, III
Mayor of Buckhannon
City Hall
70 East Main Street
Buckhannon, WV 26201

**Re: City of Buckhannon
North Locust Street (WV State Route 20) Sidewalk and Lighting Project
Letter of Support for the Design Phase**

Dear Mayor Skinner,

It is my understanding that the City of Buckhannon (City) is applying for grant funding through the West Virginia Department of Transportation – Division of Highway's Transportation Alternatives Program for the purpose of constructing safe, ADA-compliant sidewalks for community members to travel to Buckhannon's residential, business and commercial areas.

On behalf of the Upshur County Commission, we are pleased to add our full support to the proposed project. The project allows for a more viable downtown district by offering residents of the community a vehicular-free option of accessing the residential, business, and commercial areas.

This sidewalk and lighting project will improve the quality of life for people by providing a safe walking and bicycling environment for non-drivers, including children, older adults, and individuals with disabilities, to access daily needs.

Our organization is happy to provide any additional assistance regarding this worthwhile project.

Sincerely,

Samuel R. Nolte – President
Upshur County Commission

UPSHUR COUNTY COMMISSION
Upshur County Administrative Annex
91 West Main Street, Suite 101 • Buckhannon, West Virginia 26201
Equal Opportunity Employer (EOE)

Telephone: (304) 472-0535
Telecopier: (304) 473-2802

TDD Numbers
Business: 472-9550
Emergency: 911

June 6, 2024

Honorable Robert N. Skinner, III
Mayor of Buckhannon
City Hall
70 East Main Street
Buckhannon, WV 26201

**Re: City of Buckhannon
West Main Street / North Locust Street (WV State Route 20) Sidewalk and Lighting Project
Letter of Support for the Construction Phase**

Dear Mayor Skinner,

It is my understanding that the City of Buckhannon (City) is applying for a grant through the West Virginia Department of Transportation – Division of Highway's Transportation Alternatives Program (DOH TAP) to construct safe, elevated ADA-compliant sidewalks for community members to travel to residential, business, commercial and governmental areas of downtown Buckhannon.

On behalf of the Upshur County Commission, we are pleased to support the proposed Project. Over the past few years, the City of Buckhannon has successfully obtained and administered grants provided through the DOH TAP. We have recognized the benefits of these improvements which allow for a more viable downtown district by offering community residents a vehicular-free option of accessing the downtown Buckhannon area.

This sidewalk and lighting project, in particular, will improve the quality of life for people by providing a safe walking and bicycling environment for non-drivers, including children, older adults, and individuals with disabilities, to access daily needs.

Our organization is happy to provide any additional assistance regarding this worthwhile project.

Sincerely,

Samuel R. Nolte – President
Upshur County Commission

**IN THE COUNTY COMMISSION OF
UPSHUR COUNTY, WEST VIRGINIA**

ORDER ADOPTING ENFORCEMENT AGENCY FINDINGS

Case Number: 060823-01 (Sipe)

Property in Buckhannon Tax District – Tax Map 3 – Parcel Number 45

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

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

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

3. Pursuant to the Safe Structures Ordinance, the following property owner or person(s) responsible for the property listed below was served with the Enforcement Agency’s petition on May 7, 2024.

Carolyn Sue Sipe
111 S. 3rd Ave.
Paden City, WV 26159

4. Pursuant to Section 4.2 of the Safe Structures Ordinance, property owner(s) or person(s) responsible for the subject property were required to respond to the Enforcement Agency’s petition within twenty (20) days of service to request a hearing before the Upshur County Commission. Therefore, the property owner(s) or person(s) responsible for the property would have had to have submitted a request for hearing on or before May 27, 2024 in order for such a request to have been timely made; and

5. The property owner(s) or person(s) responsible for the property failed to request a hearing before the Upshur County Commission within the required timeframe.

6. The Commission reviewed the Petition for Order during a regularly scheduled Commission Meeting held on Thursday, June 6, 2024.

7. After reviewing relevant evidence, the Upshur County Commission, by majority vote, hereby finds that the property at issue:

- (a) Is unfit for human habitation due to dilapidation, whether the result of natural or manmade force or effect, which would cause the dwelling or other buildings to be unsafe, unsanitary, dangerous and/or detrimental to the public safety or welfare;
- (b) Has defects that increase the hazard of fire, accidents or other calamities, whether the result of natural or manmade force or effect, which would cause the dwelling or other building to be unsafe, unsanitary, dangerous or detrimental to the public safety or welfare;
- (c) Has other conditions prevailing therein whether used for human habitation or not, and whether the result of natural or manmade force or effect, which would cause such dwelling or other building to be unsafe, unsanitary, dangerous or detrimental to the public safety or welfare.

WHEREFORE, it is hereby **ORDERED** that the Enforcement Agency's petition is adopted. It is further **ORDERED** that the property owner(s) and/or person(s) responsible for the property perform the following action with respect to the property:

1. Store or removal and proper disposal of any salvage material and unlicensed vehicles. If items remain on the property, they must be placed within an enclosed building.
2. Removal of trees, brush, and overgrown vegetation on the property.
3. Remove all refuse, debris, scrap metal and household items and either dispose of or store in an enclosed building.
4. Secure, remove or fully demolish the trailer that is located on the property. Properly dispose of all remnants of debris from the structure.
5. The Commission moved to provide the property owners with _____ calendar days to have all debris, trash, ferrous and nonferrous materials and unlicensed vehicles removed from the property or stored within enclosed buildings. The _____ calendar days expire on _____.
6. Upon expiration of the _____ days and commencing on _____, a daily civil penalty in the amount of fifty dollars (\$50) will be imposed upon the property owner and will continue and not terminate until compliance has been met. The owner of the real and personal property will be severally liable for the daily penalty amounts that accrue for the property located in Buckhannon Tax District - Tax Map 3 - Parcel Number 45.
7. The Commission further requests for Compliance Officer Gregory B. Harris to visit the property at the conclusion of the _____ days and provide photographs and a report to the Commission regarding the conditions of the property.

8. The Commission will discuss the status of the property during a regularly scheduled Commission Meeting to be held on _____ at 9:15 a.m. in Room 301 of the Upshur County Courthouse Annex, 38 West Main Street, Buckhannon, WV 26201.

9. Photographs of the property taken on June 28, 2023, October 4, 2023, January 10, 2024 and March 13, 2024 will be entered as "Exhibits".

It is further **ORDERED** that the Clerk of the Upshur County Commission shall serve attested copies of this order to the property owner(s) and person(s) responsible for the property.

Carolyn Sue Sipe
111 S. 3rd Ave.
Paden City, WV 26159

NOTE: Failure to abide by this Order may subject the property owner to imposition penalties in accordance with the Upshur County Commission Safe Structures Ordinance.

The motion in favor of the foregoing Order was made by Commissioner _____, seconded by Commissioner _____, and unanimously adopted.

WHEREUPON, Samuel R. Nolte, President, declared said Order duly adopted; and it is therefore **ADJUDGED, ORDERED** and **DECREED** that this Order be, and the same is hereby adopted this ____ day of _____, 2024.

Samuel R. Nolte, President

Kristie G. Tenney, Commissioner

Douglas K. Bush, Commissioner



James W. Curry Library

From: Shanna Wooten

Sent: Tue, May 28, 2024 at 3:28 pm

To: tperry@upshurcounty.org

I have decided to step down from my position on the James W. Curry Library advisory board.

Thank you for the opportunity to set on the board, while I had a personal interest in the workings of the library.

My children have moved on to other interests, leaving me no time to continue to serve on the advisory board. I will always greatly appreciate everything the library offered my family and hope that it continues to offer those programs to others.

Thank You, Shanna Collins

Sent from Yahoo Mail for iPhone

April 21, 2024

Jeremiah McCourt

Upshur County Parks and Recreation
91 W. Main Street, Suite 101
Buckhannon, WV 26201

Dear Mr. McCourt,

I am writing to you at this time to express an interest in remaining a member of the Upshur County Parks and Recreation advisory board for an additional term of service.

Sincerely,

Rachel Weber.



Service Provider Aide

On behalf of The Community Corrections Board for the 26th Judicial Circuit Community Corrections program, we are accepting applications for a part-time Service Provider Aide. This position will be 19.5 hours per week with a beginning rate of pay of \$15.00/hr., and the office locations will in Upshur or Lewis Counties. Under the direction of the Program Director, the candidate will perform with limited supervision: transporting clients to service providers, assisting with classes and groups, supervising community service workers, answering phones, general office duties, assist clients in finding employment, ensuring compliance with Community Corrections rules, and other duties as required. Candidates will be subject to a criminal background and driving history check. Valid West Virginia driver's license is mandatory.

Individuals may obtain an application during normal business hours of 8:00 am until 4:00pm., Monday through Friday at the following locations: Office of the Upshur County Commission, 91 W. Main Street, Suite 101 Buckhannon, WV; the Upshur County Day Report Center, 85 West Main Street, Buckhannon, WV 26201; or at the Lewis County Day Report Center, 230 East 1st Street, Weston, WV 26452. Applications must be received at the Upshur County Day Report Center or Lewis County Day Report Center on or before the close of business on Friday, June 14, 2024.

Please do not make phone inquiries about this position. Employment with Upshur County is available to all qualified applicants without regard to actual or perceived race, creed, color, national origin, sex, gender identity, sexual orientation, disability, age or handicap. Upshur County has established a drug free and tobacco free work environment.



CASE AIDE

On behalf of The Community Corrections Board for the 26th Judicial Circuit Community Corrections program, we are accepting applications for a part-time Case Aide. This position will be 19.5 hours per week with a beginning rate of pay of \$16.00/hr., and the office locations will be in Upshur or Lewis Counties. Under the direction of the Program Director, the candidate will perform with limited supervision: transporting clients to service providers, supervising male or female drug screenings, supervising community service workers, answering phones, general office duties, assist clients in finding employment, ensuring compliance with Community Corrections rules, and other duties as required. Candidates will be subject to a criminal background and driving history check. Valid West Virginia driver's license is mandatory.

Individuals may obtain an application during normal business hours of 8:00 am until 4:00pm., Monday through Friday at the following locations: Office of the Upshur County Commission, 91 W. Main Street, Suite 101 Buckhannon, WV; the Upshur County Day Report Center, 85 West Main Street, Buckhannon, WV 26201; or at the Lewis County Day Report Center, 230 East 1st Street, Weston, WV 26452. Applications must be received at the Upshur County Day Report Center or Lewis County Day Report Center on or before the close of business on Friday, June 14, 2024.

Please do not make phone inquiries about this position. Employment with Upshur County is available to all qualified applicants without regard to actual or perceived race, creed, color, national origin, sex, gender identity, sexual orientation, disability, age or handicap. Upshur County has established a drug free and tobacco free work environment.

Upshur County Safe Structures & Sites Enforcement Board

Upshur County Courthouse Annex

91 West Main Street Buckhannon West Virginia 26201

Phone: (304) 472-0535 Fax: (304) 472-2399

May 13, 2024

Rodney & Angela McCoy

Subj: Petition for Order --- Case Number: 041124-02

The purpose of the Upshur County Safe Structures and Sites Ordinance is to promote the public safety and welfare of the residents of Upshur County. Based upon the numerous visits and investigation of the above referenced property (Banks Tax District -Tax Map 3P - Parcel Number 19), please be advised that the Enforcement Board would request, pursuant to Article 4 of said Ordinance, an order of the Upshur County Commission requiring clean-up of the property. Specific findings and recommendations would include the following:

- Correction of any health and safety hazards, including but not limited to the removal and proper disposal of any debris, trash, junk vehicles and/or removal and proper disposal of any environmental hazards.

Please be advised that unless the property owner or owners would file a written request for a hearing with the Clerk of the County Commission of Upshur County, 40 West Main Street, Room 101, Buckhannon, West Virginia, 26201, within twenty (20) days of receipt of this petition, an order will be issued by the County Commission implementing the above recommendations.

It is the desire of the members of the Enforcement Board that this matter be completed in a manner that is convenient and efficient for all involved parties. Thank you for your assistance and cooperation.


Gregory B. Harris
Compliance Officer



Upshur County Safe Structures & Sites Enforcement Board

Upshur County Courthouse Annex

91 West Main Street Buckhannon West Virginia 26201

Phone: (304) 472-0535 Fax: (304) 472-2399

May 13, 2024

Diana L. Riffle

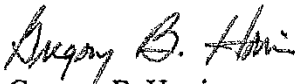
Subj: Petition for Order --- Case Number: 041124-02

The purpose of the Upshur County Safe Structures and Sites Ordinance is to promote the public safety and welfare of the residents of Upshur County. Based upon the numerous visits and investigation of the above referenced property (Banks Tax District -Tax Map 3P - Parcel Number 20.1), please be advised that the Enforcement Board would request, pursuant to Article 4 of said Ordinance, an order of the Upshur County Commission requiring clean-up of the property. Specific findings and recommendations would include the following:

- Correction of any health and safety hazards, including but not limited to the removal and proper disposal of any debris, trash, junk vehicles and/or removal and proper disposal of any environmental hazards.

Please be advised that unless the property owner or owners would file a written request for a hearing with the Clerk of the County Commission of Upshur County, 40 West Main Street, Room 101, Buckhannon, West Virginia, 26201, within twenty (20) days of receipt of this petition, an order will be issued by the County Commission implementing the above recommendations.

It is the desire of the members of the Enforcement Board that this matter be completed in a manner that is convenient and efficient for all involved parties. Thank you for your assistance and cooperation.


Gregory B. Harris
Compliance Officer





Upshur County Sheriff's Financial Statement

For Period Ending : April 30, 2024

FUND NAME	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 001 GENERAL COUNTY FUND	\$ 1,688,313.37	\$ 1,042,106.55	\$ (890,297.40)	\$ 1,840,122.52
FUND - 002 COAL SEVERANCE TAX	\$ 159,107.04	\$ 19,523.52	\$ -	\$ 178,630.56
FUND - 003 DOG AND KENNEL	\$ 67,243.02	\$ 22,453.84	\$ (6,345.83)	\$ 83,351.03
FUND - 004 GENERAL SCHOOL	\$ 15,008.30	\$ 4,929.91	\$ -	\$ 19,938.21
FUND - 005 MAGISTRATE COURT	\$ 12,067.55	\$ 1,493.27	\$ -	\$ 13,560.82
FUND - 006 WORTHLESS CHECK	\$ 115,809.64	\$ 165.25	\$ -	\$ 115,974.89
FUND - 007 E-911 FUND	\$ 1,582,111.66	\$ 30,432.81	\$ (219,103.53)	\$ 1,393,440.94
FUND - 008 HOME CONFINEMENT	\$ 62,936.62	\$ 10,305.89	\$ (415.00)	\$ 72,827.51
FUND - 013 CURRY PARK FUND	\$ 110,786.76	\$ 3,421.92	\$ (19,527.87)	\$ 94,680.81
FUND - 015 CURRY LIBRARY FUND	\$ 11,117.52	\$ 3,431.33	\$ (428.75)	\$ 14,120.10
FUND - 019 UPSHUR CO. FIRE FEE	\$ 7,491.16	\$ 5,496.35	\$ (7,431.16)	\$ 5,556.35
FUND - 021 EE HEALTH CARE REIMB	\$ 35,171.34	\$ 18,555.29	\$ (11,723.45)	\$ 42,003.18
FUND - 039 UP.CO.COAL REALLOCAT	\$ -	\$ -	\$ -	\$ -
FUND - 040 OPIOID SETTLEMENT FUND	\$ 347,721.50	\$ 45.73	\$ -	\$ 347,767.23
FUND - 041 COUNTY FIRE PROTECTION FUND	\$ 86,645.29	\$ 11.34	\$ (12,373.15)	\$ 74,283.48
FUND - 042 EMS SALARY ENHANCEMENT FUND	\$ 318,249.80	\$ 35.54	\$ (150,197.32)	\$ 168,088.02
FUND - 052 EMPLOYEE BENEFITS FD	\$ 1,377,347.51	\$ 49,638.54	\$ (1,625.00)	\$ 1,425,361.05
FUND - 056 ASSESSOR'S VALUATION	\$ 293,808.42	\$ 17,953.48	\$ (67,539.07)	\$ 244,222.83
FUND - 058 UP.CO.FIN.STBL.FUND	\$ 1,640,432.78	\$ 449.18	\$ -	\$ 1,640,881.96
FUND - 059 CONCEALED WEAPONS	\$ 30,459.60	\$ 1,224.05	\$ (396.00)	\$ 31,287.65
FUND - 061 CO CLK ELECTION FUND	\$ 3,753.92	\$ 280.31	\$ -	\$ 4,034.23
FUND - 062 CO CLK REAL PRO FUND	\$ 3,753.92	\$ 280.31	\$ -	\$ 4,034.23
FUND - 063 VOTER'S REGISTRATION	\$ 1,528.34	\$ 129.31	\$ -	\$ 1,657.65
FUND - 071 JURY FUND	\$ 14,991.96	\$ 88.40	\$ -	\$ 15,080.36
FUND - 073 SP.LAW ENF.INVESTIG.	\$ 2,493.61	\$ 0.33	\$ -	\$ 2,493.94
FUND - 078 CHILD EXCHG & VISIT.	\$ 59,722.19	\$ -	\$ (2,314.09)	\$ 57,408.10
FUND - 079 SPAYING & NEUTERING	\$ 42,641.42	\$ 800.00	\$ (2,279.41)	\$ 41,162.01
FUND - 080 COMM. CORR. FUND	\$ 3,275,766.50	\$ 144,374.89	\$ (354,389.88)	\$ 3,065,751.51
FUND - 104 ELKINS ROAD PSD	\$ -	\$ -	\$ -	\$ -
FUND - 207 AMERICAN RESCUE FUND	\$ 1,981,698.62	\$ 260.61	\$ -	\$ 1,981,959.23
FUND - 245 WELLNESS CMPLX FUND	\$ 4,760.00	\$ -	\$ -	\$ 4,760.00
FUND - 311 DMV LICENSE FUND	\$ -	\$ 44,816.00	\$ (44,816.00)	\$ -
FUND - 312 CRIMINAL CHARGES	\$ 60.00	\$ 1,521.86	\$ (1,506.86)	\$ 75.00
FUND - 313 COURT REPORTER	\$ -	\$ 107.50	\$ (107.50)	\$ -
FUND - 314 STATE FINES	\$ -	\$ 1,497.40	\$ (1,497.40)	\$ -
FUND - 315 STATE POLICE FUND	\$ 5.00	\$ 1,120.00	\$ (1,115.00)	\$ 10.00
FUND - 316 STATE CURRENT	\$ -	\$ 5,369.52	\$ (5,369.52)	\$ -
FUND - 317 CRTHSE FAC. IMP FUND	\$ -	\$ -	\$ -	\$ -
FUND - 361 CERTIFIED TO STATE	\$ 330,076.52	\$ 1,850.75	\$ (3,815.17)	\$ 328,112.10
FUND - 364 TAX LIEN FUND	\$ 76,113.49	\$ -	\$ -	\$ 76,113.49
FUND - 365 DELQ & NONENT LAND	\$ 100.00	\$ 319.79	\$ -	\$ 419.79
FUND - 366 BOARD OF HEALTH	\$ 248,603.37	\$ 76,752.27	\$ (42,419.67)	\$ 282,935.97
FUND - 369 WV DEP.SHF.RETIRE.	\$ 792.50	\$ 664.50	\$ (792.50)	\$ 664.50
FUND - 373 SCHOOL CURRENT	\$ -	\$ 557,344.76	\$ (557,344.76)	\$ -
FUND - 374 SCHOOL EXCESS LEVY	\$ -	\$ 282,123.97	\$ (282,123.97)	\$ -
FUND - 375 SCHOOL BOND	\$ -	\$ -	\$ -	\$ -
FUND - 378 CITY CURRENT	\$ -	\$ 51,314.23	\$ (51,314.23)	\$ -
FUND - 379 CITY VOTED LIBRARY	\$ -	\$ 6,157.66	\$ (6,157.66)	\$ -
FINAL TOTALS	\$ 14,008,690.24	\$ 2,408,848.16	\$ (2,744,767.15)	\$ 13,672,771.25
BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:	\$ 14,541,995.75	\$ -	\$ -	\$ -
ORDERS/DEBITS OUTSTANDING:	\$ (1,703,054.19)			
DEPOSITS/CREDITS OUTSTANDING:	\$ 832,079.69			
NET BANK BALANCE	\$ 13,671,021.25			
PETTY CASH / CASH DRAWERS	\$ 1,750.00			
CASH SPECIAL INVESTIGATION FUND	\$ -			
ADJUSTMENT	\$ -			
TOTAL IN COUNTY DEPOSITORIES AND OFFICE:	\$ 13,672,771.25			

I, J. Michael Coffman, Sheriff of Upshur County do solemnly swear that the foregoing is a true and correct statement to the best of my knowledge.

J. Michael Coffman
Sheriff & Treasurer, Upshur County

5/22/2024



Upshur County Sheriff's Financial Statement

For Period Ending: **April 30, 2024**

Bank Balance Listing

BANK NAME	ACCOUNT NAME	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
CITIZENS BANK OF WEST VIRGINIA					
	GENERAL COUNTY FUND	\$ 1,365,964.14	\$ -	\$ 422,788.38	\$ 1,788,752.52
	COAL SEVERANCE	\$ 128,630.56	\$ -	\$ -	\$ 128,630.56
	E-911	\$ 894,139.42	\$ (698.48)	\$ -	\$ 893,440.94
	CURRY PARK	\$ 21,998.60	\$ -	\$ -	\$ 21,998.60
	CURRY LIBRARY	\$ 14,120.10	\$ -	\$ -	\$ 14,120.10
	OPIOID SETTLEMENT FUND	\$ 347,767.23	\$ -	\$ -	\$ 347,767.23
	COUNTY FIRE PROTECTION FUND	\$ 74,283.48	\$ -	\$ -	\$ 74,283.48
	EMS SALARY ENHANCEMENT FUND	\$ 214,342.15	\$ (46,254.13)	\$ -	\$ 168,088.02
	ASSESSOR'S VALUATION	\$ 227,543.99	\$ (800.00)	\$ 17,478.84	\$ 244,222.83
	UP CO FIN STBL FUND	\$ 640,881.96	\$ -	\$ -	\$ 640,881.96
	CONCEALED WEAPON	\$ 31,067.65	\$ -	\$ 220.00	\$ 31,287.65
	GENERAL TAX	\$ 985,383.25	\$ (1,319,035.19)	\$ 333,651.94	\$ -
	BOARD OF HEALTH FUND	\$ 267,984.70	\$ -	\$ 4,984.27	\$ 272,968.97
	COMMUNITY CORRECTIONS CD 7	\$ 250,000.00	\$ -	\$ -	\$ 250,000.00
	COMMUNITY CORRECTIONS CD 9	\$ 200,000.00	\$ -	\$ -	\$ 200,000.00
	E911 CD1	\$ 250,000.00	\$ -	\$ -	\$ 250,000.00
	EMPLOYEE BENEFIT CD1	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00
	UP CO FIN. STAB. CD1	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00
	COMMUNITY CORRECTIONS CD 8	\$ 250,000.00	\$ -	\$ -	\$ 250,000.00
	COMMUNITY CORRECTIONS CD 10	\$ 200,000.00	\$ -	\$ -	\$ 200,000.00
	E911 CD2	\$ 250,000.00	\$ -	\$ -	\$ 250,000.00
	EMPLOYEE BENEFIT CD2	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00
	UP CO FIN STAB CD2	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00
	COMMUNITY CORRECTIONS CD 6	\$ 150,000.00	\$ -	\$ -	\$ 150,000.00
	OASIS CLEARING	\$ -	\$ -	\$ -	\$ -
	UPSHUR COUNTY FIRE FEE	\$ 5,331.35	\$ (35.00)	\$ 260.00	\$ 5,556.35
	EMPLOYEE BENEFITS	\$ 425,361.05	\$ -	\$ -	\$ 425,361.05
	UP CO FIN STAB CD3	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00
	SP LAW ENF INVESTIGATION	\$ 2,493.94	\$ -	\$ -	\$ 2,493.94
	COMMUNITY CORRECTIONS	\$ 408,290.13	\$ (6,398.20)	\$ -	\$ 401,891.93
	EMPLOYEE BENEFIT CD3	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00
	UP CO FIN STAB CD4	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00
	COMMUNITY CORRECTIONS CD1	\$ 500,000.00	\$ -	\$ -	\$ 500,000.00
	PARKS/REC CLEARING	\$ 4,280.67	\$ (4,280.67)	\$ -	\$ -
	CURRY PARK CD 1	\$ 72,682.21	\$ -	\$ -	\$ 72,682.21
	EMPLOYEE BENEFIT CD5	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00
	UP CO FIN STAB CD5	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00
	COMMUNITY CORRECTIONS CD2	\$ 256,929.79	\$ -	\$ -	\$ 256,929.79
	ADDRESSING/MAPPING CLEARI	\$ 105.00	\$ (105.00)	\$ -	\$ -
	COAL SEVERANCE CD1	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00
	EMPLOYEE BENEFIT CD5	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00
	UP CO FIN STAB CD6	\$ 250,000.00	\$ -	\$ -	\$ 250,000.00
	COMMUNITY CORRECTIONS CD3	\$ 256,929.79	\$ -	\$ -	\$ 256,929.79
	EMPLOYEE BENEFIT CD6	\$ 250,000.00	\$ -	\$ -	\$ 250,000.00
	UP CO FIN STAB CD7	\$ 250,000.00	\$ -	\$ -	\$ 250,000.00
	COMMUNITY CORRECTIONS CD4	\$ 500,000.00	\$ -	\$ -	\$ 500,000.00
	TAX CLEARING	\$ 182,817.49	\$ (222,443.36)	\$ 39,625.87	\$ -
	BOARD OF HEALTH PAYROLL	\$ 8,065.85	\$ (3,065.85)	\$ -	\$ 5,000.00
	GENERAL COUNTY OPERATING	\$ 92,819.39	\$ (43,199.39)	\$ -	\$ 49,620.00
	DOG & KENNEL	\$ 83,534.43	\$ (183.40)	\$ -	\$ 83,351.03
	GENERAL COUNTY MISC	\$ 33,520.65	\$ (21.62)	\$ -	\$ 33,499.03
	WORTHLESS CHECK	\$ 115,974.89	\$ -	\$ -	\$ 115,974.89
	HOME CONFINEMENT	\$ 72,842.51	\$ (15.00)	\$ -	\$ 72,827.51
	EE HEALTH CARE REIMB	\$ 32,414.90	\$ (93.15)	\$ 9,681.43	\$ 42,003.18
	EMPLOYEE BENEFIT CD7	\$ 250,000.00	\$ -	\$ -	\$ 250,000.00
	COUNTY CLERK ELECTION ADM	\$ 4,034.23	\$ -	\$ -	\$ 4,034.23
	COUNTY CLERK REAL PROP	\$ 4,034.23	\$ -	\$ -	\$ 4,034.23
	VOTER'S REGISTRATION	\$ 1,657.65	\$ -	\$ -	\$ 1,657.65
	JURY	\$ 15,594.43	\$ (514.07)	\$ -	\$ 15,080.36
	CHILD EXCHG & VISITATION	\$ 57,408.10	\$ -	\$ -	\$ 57,408.10
	SPAY & NEUTER	\$ 40,966.01	\$ (50.00)	\$ 246.00	\$ 41,162.01
	COMMUNITY CORRECTIONS CD 5	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00
	ELKINS ROAD PSD	\$ -	\$ -	\$ -	\$ -
	AMERICAN RECOVERY FUND	\$ 1,981,959.23	\$ -	\$ -	\$ 1,981,959.23
	WELLNESS COMPLEX	\$ 4,760.00	\$ -	\$ -	\$ 4,760.00
	DMV LICENSE	\$ 41,738.04	\$ (44,816.00)	\$ 3,077.96	\$ -
	STATE CLEARING	\$ 75.00	\$ -	\$ -	\$ 75.00
	STATE POLICE	\$ 1,105.00	\$ (1,160.00)	\$ 65.00	\$ 10.00
	CERTIFIED TO THE STATE	\$ 330,076.52	\$ (1,964.42)	\$ -	\$ 328,112.10
	TAX LEIN	\$ 76,320.63	\$ (207.14)	\$ -	\$ 76,113.49
	DELQ & NON-ENTERED LAND	\$ 419.79	\$ -	\$ -	\$ 419.79
	BOARD OF HEALTH OPERATING	\$ 12,681.12	\$ (7,714.12)	\$ -	\$ 4,967.00
	WVDSRF FUND	\$ 664.50	\$ -	\$ -	\$ 664.50
	BANK TOTAL	\$ 14,541,995.75	\$ (1,703,054.19)	\$ 832,079.69	\$ 13,671,021.25
SUMMARY:					
	TOTAL ALL BANKS	\$ 14,541,995.75	\$ (1,703,054.19)	\$ 832,079.69	\$ 13,671,021.25
	PETTY CASH / CASH DRAWERS				\$ 1,750.00
	CASH SPECIAL INVESTIGATION FUND				\$ -
	GRAND TOTAL				\$ 13,672,771.25

IMPORTANT INFORMATION ABOUT YOUR DRINKING WATER

AVAILABILITY OF MONITORING DATA FOR UNREGULATED CONTAMINANTS FOR

ADRIAN P S D, WV3304911

Our water system has sampled for a series of unregulated contaminants. Unregulated contaminants are those that do not yet have a drinking water standard set by the US Environmental Protection Agency (EPA). The purpose of monitoring for these contaminants is to help EPA decide whether the contaminants should have a standard. As our customers, you have a right to know that this data is available.

If you are interested in examining the results, please contact:

Norma Woody, Manager at 304-924-6107
(Contact Name) (Phone Number)

or Adrian Public Service District

P.O. Box 87, French Creek, WV 26218
(Mailing Address)

Please share this information with all the other people who drink this water, especially those who may not have received this notice directly (for example, people in apartments, nursing homes, schools, and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail.

This notice is being sent to you by ADRIAN P S D

State Water System ID# WV3304911

Date Distributed 05/23/2024



U.S. Department of Homeland Security
Federal Emergency Management Agency
Region 3

One Independence Mall
615 Chestnut Street, 6th floor
Philadelphia, PA 19106-4404



FEMA

May 31, 2024

The Honorable Samuel Nolte
President, County Commission
Upshur County
91 West Main Street
Buckhannon, West Virginia 26201

Community:	Upshur County, West Virginia
RPDC:	7
Plan Adoption Date:	04/11/2024
Plan Approval Date:	04/02/2024
Plan Expiration Date:	04/01/2029

Dear President Nolte:

I am pleased to tell you that FEMA has approved your Hazard Mitigation Plan (HMP). The plan meets the requirements of Title 44, Chapter 1, Section 201.6, of the Code of Federal Regulations ([44 CFR 201.6](#)). It addresses the required elements: planning process, risk assessment and hazard identification, mitigation strategy, maintenance and implementation, and adoption.

Your HMP also met the requirements to address all dam risks, based on the Fiscal Year 2024 Rehabilitation of High Hazard Potential Dams (HHPD) Notice of Funding Opportunity.

Participating communities are now eligible for FEMA non-emergency assistance and mitigation grants from the following programs:

- [Hazard Mitigation Grant Program \(HMGP\)](#)
- [Building Resilient Infrastructure and Communities \(BRIC\)](#)
- [Flood Mitigation Assistance \(FMA\)](#)
- [HHPD Grant Program](#)

Funding from these programs can be used for qualified mitigation planning and projects that reduce disaster losses and protect life and property from future disasters. Approved HMPs can also earn points under the [Community Rating System](#).

Within 5 years, your community must revise its plan and obtain approval to remain eligible for mitigation grant funding. You should review the plan annually to keep it relevant to the mitigation goals in your community. Please consider the enclosed recommendations to further strengthen your plan during its next update.

I commend you and the planning team for your hard work and continued commitment to building a safer, more resilient community. For questions about your plan or mitigation grant funding, please contact Gabriel Reed, State Hazard Mitigation Officer, at (304) 414-7673.

Sincerely,

A handwritten signature in black ink, appearing to read 'SW', is positioned above the typed name of Sarah Wolfe.


Sarah Wolfe, Branch Chief
Floodplain Management and Insurance Branch
FEMA Region 3

Enclosure

cc: Gabriel Reed, State Hazard Mitigation Officer, WVEMD
Vivian Wood, Planner, WVEMD
Shane Whitehair, Executive Director, Region 7 Planning and Development Council
Peggy Ball, Administrative Assistant, Region 7 Planning and Development Council

Region 3 Local Mitigation Plan Review Tool Annex: Recommendations for Improvement


Jurisdiction:	Title of Plan:	Date of Plan:
RPDC 7	Region 7 PDC Hazard Mitigation Plan	03/29/2024

 Element A: Planning Process	
<input type="checkbox"/>	Promote open and inclusive public awareness of the hazard mitigation plan. Seek public comment through social media and online outreach.
<input type="checkbox"/>	Make an Executive Summary that can be used for outreach. Share it with citizens, elected officials and the media.
<input type="checkbox"/>	<p>Expand the planning team to include a broad range of stakeholders. These can include the following:</p> <ul style="list-style-type: none"> • Watershed organizations. • Business owners. • Regional planning councils. • Conservation districts. • Academia. • Utility providers. <p>They can also include any other partners who can help with mitigation implementation and community outreach.</p>



FEMA


Region 3 Local Mitigation Plan Review Tool Annex: Recommendations for Improvement

<input type="checkbox"/>	<p>Detail how the plan was prepared and who was involved. Include the following:</p> <ul style="list-style-type: none"> • Contact information. • Position held by participant. • Methodologies. • Details of how and from whom data were collected. <p>This information will streamline the next update. It will also help you focus on Improvements and starting your plan.</p>
<input type="checkbox"/>	Reach out to the local media to increase public knowledge and participation.
<input type="checkbox"/>	Standardize long-term monitoring of hazard-related activities. Add mitigation values to community officials' roles. Keep momentum through engagement during the five-year planning cycle. Share reviews with the state and FEMA for training, funding, and mitigation actions.
<input type="checkbox"/>	Document the annual plan review meetings that should occur over the next five-year planning cycle. You can add sign-in sheets, agendas, meeting minutes, and progress reports to an appendix.
<input type="checkbox"/>	Add the mitigation strategy into current local planning mechanisms; document how this was done. Use the Plan Integration: Linking Local Planning Efforts document to learn how to link local planning mechanisms. You should add the mitigation strategy to the local comprehensive plan. It should inform land use and development.
<input type="checkbox"/>	
<input type="checkbox"/>	
	Element B: Hazard Identification and Risk Assessment
<input type="checkbox"/>	Compare National Flood Insurance Program (NFIP) Insurance Policies in Force with insurable structures in the Special Flood Hazard Area (SFHA). This should be done to analyze flood insurance coverage.


Region 3 Local Mitigation Plan Review Tool Annex: Recommendations for Improvement

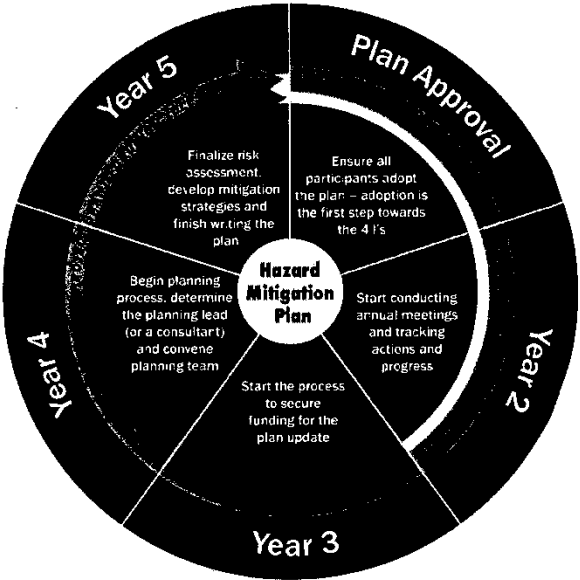
<input type="checkbox"/>	<p>Find historic properties and/or cultural resources being added to the plan. Add the following:</p> <ul style="list-style-type: none"> • A list of team members and stakeholders who participated in the planning process. • The results of the risk assessment and loss estimation. • Mitigation goals that aim to reduce or avoid the effects of hazards. • Mitigation actions that will help the tribe, state, region, or community meet those goals. • Strategies that state how the mitigation actions will be implemented.
<input type="checkbox"/>	Add and document new data you obtain or develop to the next plan update. Mitigation grant applications can use vulnerable structure data (i.e., lowest floor elevation, value, building materials) and similar information. Be sure to document more than one data set (i.e., TEIF vs. Hazus).
<input type="checkbox"/>	Consider using Non-Regulatory Flood Risk Products (NRFRRPs). These should help to establish opportunities to speak with local officials. They can help you learn more about specific structures' vulnerabilities within the planning area. They can also point out potential chances for mitigation.
<input type="checkbox"/>	Find gaps or inaccuracies in existing data. These can include natural hazards data, GIS mapping, and research on successful risk reduction methods. Act to fill those gaps. Public agencies are key resources for data and technical information. They include regional planning agencies, geological surveys, forestry divisions, emergency management offices, dam safety agencies, and weather service offices. They can be at the regional, state, and federal government levels. Online resources can also be used for hazard data. The National Climatic Data Center (part of NOAA) is one such resource.
<input type="checkbox"/>	Give more detailed citations for the data sources used for tables, figures, and assessments. These sources should inform the risk and vulnerability analyses. This will not only validate the assessment; it will also make the next hazard mitigation plan update easier.
<input type="checkbox"/>	Learn the potential effects of future conditions. These could be changes in population, land use, weather, and natural disaster frequency and severity. Include details about how changing conditions could affect long-term community resilience.
<input type="checkbox"/>	Consider profiling more hazards. These could be based on the state hazard mitigation plan or other identified risks.
<input type="checkbox"/>	Consider including historical trend data for temperature and precipitation across the plan area.

Region 3 Local Mitigation Plan Review Tool Annex: Recommendations for improvement

<input type="checkbox"/>	
	Element C: Mitigation Strategy
<input type="checkbox"/>	Detail how each community manages the NFIP. Each should comply with the local floodplain ordinance. Each floodplain manager should fill out the NFIP survey. The survey will help identify how their communities comply with floodplain requirements and regulations.
<input type="checkbox"/>	Increase community-level interactions and risk-based discussions. Improve descriptions and connections between the outcome of the risk assessment/vulnerability analysis with NFRFPs and the mitigation strategy. Content should flow from problem identification (risk/vulnerability) to mitigation strategy (goals/objectives/actions).
<input type="checkbox"/>	<p>Use the four overarching hazard mitigation techniques. They are:</p> <ul style="list-style-type: none"> • Local Plans and Regulations. • Structure and Infrastructure. • Natural Systems Protection. • Education and Awareness. <p>Make sure the mitigation action plan includes actions that fall under all four groups. This will help you achieve a more robust mitigation strategy.</p>
<input type="checkbox"/>	Detail why some mitigation actions could not be done. Reasons could relate to funding, staffing, politics, and more. This helps document obstacles to successful implementation.
<input type="checkbox"/>	
<input type="checkbox"/>	

Region 3 Local Mitigation Plan Review Tool Annex: Recommendations for Improvement


 Element D: Plan Review, Evaluation, and Implementation	
<input type="checkbox"/>	Use the Five-Year Planning Wheel. It reflects the regular development, implementation and enhancement of your hazard mitigation plan.
<input type="checkbox"/>	Submit annual progress reviews. Plan talks with the state and FEMA.
<input type="checkbox"/>	Review the Local Mitigation Planning Policy Guide . It will show you programmatic changes since the approval of your plan.
<input type="checkbox"/>	Reach out to your State Hazard Mitigation Planner 36 months from your plan's expiration date. That way, you can start the scope of work for your next update.
<input type="checkbox"/>	Reach out to your State Hazard Mitigation Planner and State Hazard Mitigation Officer (SHMO). This should be done within one year of your plan's approval. Ask for a Plan Implementation and Grants Development (PIGD) Workshop. Note that workshop availability depends on your state's availability.
<input type="checkbox"/>	
<input type="checkbox"/>	



The diagram is a circular 'Five-Year Planning Wheel' centered on 'Hazard Mitigation Plan'. The wheel is divided into five segments representing years, with a clockwise flow indicated by a large arrow. The segments and their descriptions are:

- Plan Approval**: Ensure all participants adopt the plan – adoption is the first step towards the 4 I's
- Year 2**: Start conducting annual meetings and tracking actions and progress
- Year 3**: Start the process to secure funding for the plan update
- Year 4**: Begin planning process, determine the planning lead (or a consultant) and convene planning team
- Year 5**: Finalize risk assessment, develop mitigation strategies and finish writing the plan

Region 3 Local Mitigation Plan Review Tool Annex: Recommendations for Improvement

	Additional Comments
<input type="checkbox"/>	HHPD: Identify dam owners and encourage their participation in the planning process.
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	

Upshur County Historical Society Presents

THE STORIES THEY TELL...

Upshur County Images, Objects, Voices, & Places

Summer 2024 Exhibit

Sunday Afternoons, 1-4pm
June 9 thru September 29

The History Center Museum • 81 W. Main Street • Buckhannon, WV 26201





History Center Museum Hours

Sunday Afternoons, 1 - 4pm

June 9 - September 29, 2024

Visit us at our
Document Repository
by Appointment

29 West Main Street
(across from the courthouse)

Mailing Address:

**The Upshur County
Historical Society**

P.O. Box 2082

Buckhannon, WV 26201

info@upshurcountyhistoricalsociety.com

*Thank You all that have renewed your
membership. If you haven't renewed
yet, please realize how much we
need your support.*

Visit Our Webpage:

upshurcountyhistoricalsociety.com

Non-Profit
U.S. Postage
PAID
Permit No. 9
Buckhannon, WV
26201

ELECTRONIC SERVICE REQUESTED

UPSHUR COUNTY COMMISSION
40 W MAIN ST # 101
BUCKHANNON WV 26201-2211

T00007
05/30/2024



In compliance with West Virginia's Public Meeting Law, the 26th Judicial Circuit Community Corrections Program regular board meeting will be held May 28, 2024, at 6:00pm at the Lewis County Recovery Center in Lewis County. The public is invited to attend and learn more about our program, serving Lewis and Upshur Counties.

COMMUNITY CORRECTIONS

Board Meeting Agenda

May 28, 2024

Lewis County Recovery Center in Lewis County 6:00 P.M.

I. Handouts

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

II. New Business

- 1) Batterer's Intervention Prevention Class Update
- 2) Home Confinement Update- Lewis-22 Upshur-24
- 3) Community Corrections Update
 - Referrals received since July 1, 2023, Upshur-249 Lewis-159 Total-408
 - Update on Recovery Centers
 - Request for yearly percentage rate increases
 - Discussion of funds requests
 - Discuss potential new positions/staff requirements
 - Request to sign revised property deeds

*Agenda subject to change

III. Next Meeting

- **June 25, 2024 at the Upshur County Day Report Center time to be determined**



Buckhannon-Upshur Airport Authority Special Meeting Agenda

***Buckhannon-Upshur Airport Authority-W22 Upshur Regional Airport Terminal
Building as well as Virtually via Telephony or ZOOM ¹
Friday, May 31, 2024 @ 10:00am***

- A. Call to order
- B. Discussion and approval of lease agreement
- C. Board Member Comments and Announcements
- D. Adjournment

The next regular meeting of Buckhannon-Upshur Airport Authority will be Monday, June 10, 2024 @4:00pm.

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.



City Council of Buckhannon – 7:00 pm in Council Chambers
Meeting Agenda for Thursday, June 6, 2024

Channel 3 is Live Streaming our City Council Meetings at <https://www.facebook.com/ch3buckhannon/> Send public comments via email to buckhannon@buckhannonwv.org or drop them in the mail, or drop box behind City Hall. You may join the meeting from your computer, tablet or smartphone: <https://global.gotomeeting.com/join/443910693> Or by dialing in using your phone: United States: +1 (571) 317-3112 Access Code: 443-910-693

- A. Call to Order**
 - A.1 Moment of Silence
 - A.2 Pledge to the Flag of the United States of America
- B. Recognized Guests**
 - B.1
- C. Department & Board Reports**
 - C.1 Public Works Director- Jerry Arnold
 - C.2 Finance Director- Amberle Jenkins
 - C.3 Police Chief- Matthew Gregory
 - C.4 City Attorney- Tom O'Neill
- D. Correspondence & Information**
 - D.1 Canvass-Certification of Votes-Election May 14, 2024
 - D.2 Mayor's Proclamation-National Nurses' & National Hospital Week
 - D.3 Mayor's Proclamation-Webb Grubb Police Officer Recognition Day-Chief Chesley Mearns
 - D.4 Mayor's Proclamation-Friendly Way Firefighter Recognition Day-Joeey Dale Slaughter
 - D.5 CGP Foods Inc. Buckhannon Shop N Save Express-Zoning Form to ABCA
 - D.6 Letter of Resignation Buckhannon Fire Department Lieutenant John Brugnoli
 - D.7 Notification of City Council Meeting Schedule June-July 2024
 - D.8 Letter of Support for Community Care of WV's Construction of the Buckhannon Integrated Health & Education Center
 - D.9 Report of Cat & Dog Activity-Upshur County Commission-April 2024
 - D.10 Buckhannon Native Jayne Ann Phillips Awarded Pulitzer Prize
 - D.11 CBS News Correspondent Weijia Jiang Reflects on Her Buckhannon Roots
 - D.12 FEMA Approval Hazard Mitigation Plan (HMP)
- E. Consent Agenda**
 - E.1 Approval of Minutes Regular Meeting 05/02/2024, Special 05/21/2024
 - 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 Fire Civil Service Commission Recommendation of Top 3 Candidates to Council for Consideration of Hiring & To Set Date/Time To Conduct Interviews for Position of Probationary Firefighter(s)
 - F.2 Approval Resolution No. 2024-05 General Fund Budget Revision #5 FY 2023/2024
 - F.3 Approval/Accept Bid Opening Results for Uniform Rental and Laundering Services
 - F.4 Planning Commission Recommendation to Deny the Request to Amend Permitted Uses in R-1 Single Family Residential District to include Airbnb Rental
 - F.5 Discussion/Possible Vote to Purchase Heartsmart Automated External Defibrillator (AED) Units
 - F.6 Jerry Arnold Retirement-Legacy Leave
- G. Comments and Announcements**
 - G.1 Pamela Bucklew
 - G.2 David McCauley
 - G.3 Jack Reger
 - G.4 David Thomas
 - G.5 CJ Rylands
 - G.6 Randall Sanders
- H. Mayor's Comments and Announcements**
- I. Executive Session Per WV Code § 6-9A-4 Personnel Matters**
- J. Adjournment**

POSTED 06/03/2024



JUNE MEETING NOTICE

From: elkinsrdpsd@frontier.com <elkinsrdpsd@frontier.com>

Sent: Mon, Jun 3, 2024 at 10:44 am

To: Tabatha Perry, Cindy Hughes, Greg Belcher, Cary Smith, Shane Whitehair, Stacey McDaniel,
Atlas Hydrovac

Cc: Carey Wagner, David Burr, Wendell Grose

The Elkins Road PSD will hold its regular monthly meeting on Tuesday, June 11, 2024 (instead of the 4th this month) at 5:00 p.m. at the office located at 133 Fallen Road in Buckhannon.

Thanks,

Carolyn Douglas

Office Manager

Elkins Road PSD

133 Fallen Road

Buckhannon, WV 26201

Website: elkinsroadpsd.com

(304) 472-3008

Upshur County Fire Board Meeting April 16, 2024

Members Present: Sidney Huffman, Kristie Tenney, Donna Matthews, Jesse Davidson, Rick Harlow, and Joseph Gower

Members Absent: Steven Linger

Others Present: Tyvonne Gibson, Bruce Tomblyn, Sue Dean, Lisa Wireman, Michael Stalnaker, James Stalnaker, and Doug Bush, Guests; and Toni Newman-Fire Fee Clerk

The meeting was called to order by Joseph Gower at 6:30 pm. All motions passed unanimously unless otherwise stated.

The meeting minutes from March 19, 2024, were approved on motion by Donna Matthews and second by Rick Harlow.

The Fire Fee Clerk reported the 2023 fees are at 89 percent collected. Sidney Huffman was approved by the Commission for a second term. The quarterly financial report was provided to the Commission consisting of the check register and the cumulative report. An initial draft of a Standard Operating Procedure (SOP) for reviewing annual financial reports from the Volunteer Fire Departments (VFDs) was distributed to members of the Board for review/suggestions/corrections. Kristie will contact other Boards via list-serve to determine if they have procedures that may be useful.

The checking account balance as of 3/29/2024 was \$88590.01. The disbursement from the Chief Tax Deputy was \$7,391.16 for the month of March.

The following invoices were reviewed and approved upon motion by Rick Harlow and second by Jesse Davidson: Software Systems---monthly maintenance---Invoice # 38467---\$237.00; GST---Invoice # 96696---ink cartridge; Upshur County Commission---reimbursement---Postage---Jan.-March---\$436.62; Upshur County Commission---reimbursement---Payroll---Jan.-March---\$6,027.92.

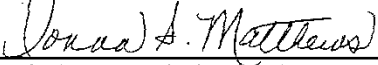
Sue Dean, Treasurer of the Ellamore VFD provided updates on progress with the Fire Fee account. The Board asked if she send copies via email for review prior to the next meeting of the Board. If satisfactory, and on motion by Donna Matthews and second by Rick Harlow, the Board will disburse \$18,000.00 (\$30,000.00-12,000.00 owed to the emergency fund) at the May meeting.

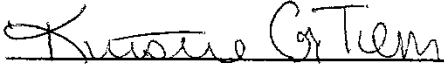
The second disbursement of the 2023 Fire Fee funds was distributed to Selbyville and Adrian VFDs who were present at the meeting. The remaining checks were left in the Commission Office for pick up.

After discussion and on motion by Kristie Tenney and second by Rick Harlow, the Board approved the insurance quote from WVCorp in the amount of \$1456.00 for the next fiscal year.

There were no corrective tickets this month. The Board approved 4 Exoneration Requests.

There being no further business, the meeting adjourned. The next meeting will be May 21, 2024, at the Administrative Annex, 91 W. Main Street Buckhannon, WV 26201


Joseph Gower, Chairman, Upshur County Fire Board


Board Member

**Upshur County Parks & Recreation
Meeting Minutes
April 16, 2024**

Attendance: Jeremiah McCourt, Josh Hinchman, Brandon Williams, Jacob Mills, and Rachel Weber

Upshur County Trails Updates:

- \$2,000.00 Try This WV Grant was received and will be utilized for a few trail repairs and for the Upshur County Uprising mountain bike race to be held at the Upshur County Trails.
- A new trail segment on the leased property is currently being developed.
- \$133.69 was approved for trail sign replacements and additions.

Rachel Weber will represent the Upshur County Trails at the Appalachian Forest National Heritage Area stakeholder meeting to be held on June 18, 2024 at the Creative Arts Center in Buckhannon, WV.

Directors Report:

- **Budget Hearings:**
 - Approved: pool lounge chairs, pool lights (which will go up next week), new fencing around Pringle Tree, jelly blast and archery tag sets for rental.
 - Denies: basketball court extension, playground attractions, play boulder for Pringle Tree.
- There is a capital line started for a new pool heater.
- A grant was received for the tennis courts. There will be 6 tennis courts and 6 pickleball courts.
- Attended the 2-day trail workshop in Morgantown. Looking into universal signage. Start thinking if we want to start pushing the Upshur County Trails as a tourist destination. Based on value assigned to trails, Upshur County Trails has over a million dollars worth of trail.
- The pool is now filled with water and the pumps have been started. Chemicals will be added this week. Opening day is May 25, 2024, with school parties beginning on May 20, 2024. The middle school is having a cardboard boat race at the pool on May 13, 2024.
- The Triathlon and Strong Man Contest will be held on August 10, 2024.

Next Meeting: May 21, 2024 at 5:30 p.m.

