

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: <u>272 564 045</u> to enter the conference call.
Date of Meeting:	November 16, 2023
9:00 a.m.	Moment of Silent Meditation --- Pledge of Allegiance Approval of Minutes: <ul style="list-style-type: none"> • November 2, 2023
9:15 a.m.	Dr. James Moore, President – Providing an update from West Virginia Wesleyan College
9:30 a.m.	Discuss status of property located in Meade Tax District owned by Randall Hughes Ministry, previously owned by the Estate of John Harmon George *
10:00 a.m.	Chris Jeffries -- Panhandle Restoration and Cleaning presentation on Emergency Response Plan

Items for Discussion / Action / Approval:

1. Approval and signature of an Online Terms Acknowledgement between Motorola Solutions and the Upshur County Sheriff's Department for the acquisition of in-car cameras and related support equipment. *

[Under separate cover](#)
2. Approval and signature of a Resolution to create a checking account designated as Fund #42 EMS Salary Enhancement Fund per WV Senate Bill 737. *

[Page 5](#)
3. Review and discuss proposal from Commercial Technology Group, LLC for time and attendance software and implementation. Upon approval, authorize Commission President to execute sales agreement for a one-year period. *

[Pages 6-9](#)
4. Approval and signature of two Sworn Statements of Expenditures for funds received from the Division of Justice & Community Services in the amounts of \$78,613. for expenditures incurred in FY 2021 and \$14,320. for expenditures incurred in FY 2022. *

[Pages 10-13](#)
5. Approval and signature of the Victims of Crime Act (VOCA) Grant Contract Agreement, Resolution, and Schedule of Payments. The grant award is in the sum of \$38,595 to be used to provide crime victims notification of criminal charges, personal safety planning, court accompaniment, court notifications, change in case status, assistance obtaining restitution, and referrals. *

[Pages 14-19](#)
6. Review and approval to adopt a revised Upshur County Safe Sites and Structures Ordinance Complaint Form, as recommended by the Safe Sites and Structures Board. *

[Page 20](#)
7. Review and signature of an Agreement between the Upshur County Commission, William Rohr and Kim Burgoon. This agreement jointly engages Out On a Limb to remove a tree located on property adjoining the

Pringle Tree Park and further creates between them a mutual hold harmless and cross-indemnity arrangement. *

[Pages 21-23](#)

8. Review and approval of a Grievance Procedure for Complaints Relating to Suspected or Alleged Discrimination on the Basis of Handicapped Status in Upshur County, West Virginia. * [Page 24](#)
9. Approval of Order following October 26, 2023 Hearing for the Estate of Doris Jean Davis Carr, deceased. * [Pages 25-26](#)
10. Consider recommendation from the Lewis-Upshur Community Criminal Justice Board to advertise a Request for Bids for two new sports utility vehicles to be utilized by the Lewis-Upshur Community Corrections Program. Upon approval, sealed proposals will be due no later than December 13, 2023 at the Administrative Annex located at 91 West Main Street, Suite 101. Proposals received by the deadline will be publicly opened, reviewed, and read aloud by the Commission on December 14, 2023. * [Pages 27-28](#)
11. Correspondence from Carol J. Smith, Upshur County Clerk, requesting the employment of Vanessa L. Dean, as full-time Deputy County Clerk, effective December 10, 2023. *
[Under separate cover](#)
12. Approval of Lewis-Upshur Animal Control Facility volunteer:
a) Yvette Shultz *
[Under separate cover](#)
13. Approval of resignation of an employee. *
Item may lead to Executive Session per WV Code §6-9A-4 A [Under separate cover](#)
14. Consider request from the Lewis-Upshur Community Criminal Justice Board to advertise for one full-time Case Aide with the 26th Judicial Circuit Community Corrections Day Report Center. Applications are due on or before close of business on December 1, 2023 and can be dropped off at the Office of the Upshur County Commission, Upshur County Day Report Center or the Lewis County Day Report Center. * [Page 29](#)
15. Correspondence from Tabatha Perry, County Administrator, requesting the appointment of James Moore to Region VII Planning and Development Council as public sector representative, effective immediately. *
[Page 30](#)
16. 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 Shelly L. Murray, Executive Director of the West Virginia Courthouse Facilities Improvement Authority, announcing the Upshur County financial assistance request for courthouse improvements has been approved. The 21st cycle project involves the rehabilitation of stair treads in the rear courthouse stairwell. Distribution of the Funding Assistance Award Notice and Contract Agreement will be forthcoming. [Page 31](#)
2. Correspondence from David M. Wolff, Real Estate Specialist for the United States Post Office, inviting solicitation and input from community and local officials regarding the relocation of retail services to a new location within the 26234 (Rock Cave) Postal Zip Code.
[Pages 32-39](#)

3. Correspondence from Joseph Ratliff, Director of the West Virginia Office of Emergency Medical Services, providing guidance surrounding the distribution of funds from the Emergency Medical Services Salary Enhancement Fund as provided in West Virginia Code of State Rules §64-116-1 *et seq.* [Pages 40-41](#)
4. Correspondence from Jeffrey Hartley, Project Manager for The Thrasher Group, providing the Regional Optical Communications (ROC) Study Report. This report provides information regarding the statewide study of broadband needs in West Virginia. The full report is available for viewing in the Commission Administrative Office. [Page 42](#)
5. WV State Tax Department Assessor Substantial Completion Notification: Certification that Dustin W. Zickefoose, Assessor of Upshur County, has complied with the “assessor’s additional duties” and will receive additional compensation as provided in WV Code §7-7-6b. [Page 43-44](#)
6. Correspondence from Tabatha Perry, County Administrator, notifying the Joint Committee on Government and Finance that Upshur County received less than \$10,000 of Coalbed Methan Gas Severance Tax in FY 2023. The total funds received were \$8,197.76 and were used to offset County Regional Jail expenses. [Page 45](#)
7. Notification of disbursement of Wireless E-911 subscriber fees for the months of August, September, and October 2023. [Page 46](#)
8. West Virginia State Treasurer’s Office Reports:
 - a. 3rd Quarter 2023 Volunteer Fire Department State Distribution --- October 2023 [Pages 47-56](#)
 - b. 25% Coal Severance Tax Distribution for period July 1, 2023 through September 30, 2023 [Page 57](#)
 - c. Coal Bed Methane Severance Tax Distribution --- October 2023 [Page 58](#)
 - d. 25% Oil and Gas Tax Distribution for period October 1, 2022 through September 30, 2023 [Page 59](#)
9. Upshur County Fire Board, Inc. Financial Report for July through September 2023. [Pages 60-73](#)
10. Correspondence from the Department of Homeland Security – Division of Corrections & Rehabilitation providing the WV Regional Jail and Correctional Facility monthly invoice for Upshur County for October, 2023. The invoice reflects 1,837 inmate days X \$43.58 per diem rate totaling \$80,056.46. The September 2023 invoice was \$74,739.70. [Page 74](#)
11. Lewis-Upshur Animal Control Facility Reports for the month of October, 2023.
 - Revenue Report [Page 75](#)
 - Account of Animals Report [Page 76](#)
 - Animal Control/Humane Officer Animal Report [Page 77](#)
12. Public Notices:
 - a) Newsletters and/or Event Notifications:

• WV Navigator – Open Enrollment Event	November 20, 2023	Page 78
• SMART Recovery Workshop Series	November 28, 2023	Page 79
 - b) Agendas and/or Notice of Meetings:

• Community Corrections – Special Meeting	November 6, 2023	Page 80
• Elkins Road Public Service District	November 7, 2023	Page 81
• Upshur County Convention & Visitor’s Bureau	November 8, 2023	Page 82
• Upshur County Safe Structures and Sites Enforcement	November 9, 2023	Page 83
• Buckhannon Upshur Airport Authority	November 13, 2023	Page 84
• Upshur County Family Resource Network	November 13, 2023	Page 85
• Upshur County Fire Board	November 14, 2023	Page 86

- Community Corrections – Special Meeting November 14, 2023 [Page 87](#)
- City Council of Buckhannon November 16, 2023 [Page 88](#)

c) Meeting Minutes:

- Upshur County Solid Waste Authority September 11, 2023 [Pages 89-90](#)
- Elkins Road Public Service District October 3, 2023 [Pages 91-93](#)
- Upshur County Safe Structures and Sites Enforcement October 12, 2023 [Pages 94-95](#)

d) ***Dates and times of monthly board meetings are viewable at:**

<http://cms4.revize.com/revize/upshurwv/calendar.php>

or go to www.upshurcounty.org and click on the board meetings calendar box on the main page.

13. 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

November 30, 2023 --- 9:00 a.m.

Upshur County Courthouse Annex

The meeting for Thursday, November 23, 2023 has been cancelled.

RESOLUTION

WHEREAS, the passage of WV Senate Bill 737 created the Emergency Medical Services Salary Enhancement Fund;

WHEREAS, the passage of WV Code §16-4C-25 created a new fund in the County Uniform Chart of Accounts;

WHEREAS, the Fund # is 42 and designated as the EMS Salary Enhancement Fund, to be used as described in WV Code §16-4C-25;

WHEREAS, WV Code states that this will be an interest-and-earnings accumulating account;

WHEREAS, the County Commission is aware the expenditure accounts utilized will be based on the decisions made by the County Commission when these funds are used and should refer to the County Uniform Chart of Accounts when making these decisions.

NOW THEREFORE BE IT RESOLVED that the Upshur County Commission does hereby approve the creating of a checking account, designated as:
Fund # 42- EMS Salary Enhancement Fund.

APPROVED THIS 16th DAY OF November, 2023.

Kristie G. Tenney, President

Samuel R. Nolte, Commissioner

Douglas K. Bush, Commissioner

Attest: _____
Carol J. Smith, County Clerk

ComTech HCM

Commercial Technology Group, LLC

SALES AGREEMENT

304-345-0201

CUSTOMER PO:
SALESPERSON: Amy Clendenin

JOB NAME:
DATE: 9/8/2023

SOLD TO:	Upshur County Commission	ATTENTION:	Tabatha Perry
ADDRESS:	91 W Main Street, Suite 101	PHONE:	304-4720535 ext. 2
CITY, STATE ZIP:	Buckhannon, WV 26201	EMAIL:	tperry@upshurcounty.org

SHIP TO:	Upshur County Commission	ATTENTION:	Tabatha Perry
ADDRESS:	91 W Main Street, Suite 101	PHONE:	304-4720535 ext. 2
CITY, STATE ZIP:	Buckhannon, WV 26201	EMAIL:	tperry@upshurcounty.org

****SYSTEM DESCRIPTION**** UKG Workforce Ready TLM with Synergy/A20, Magstripe, Biometric Clock

PAYMENT METHOD: ☐ Check ☐ Lease ☐ Visa/Mastercard (authorization form will be provided)

TERMS OF SALE: 50% Deposit With Order
50% Due Upon Delivery

QTY	PART#	DESCRIPTION	EACH	EXT.	TOTAL EXT.
110		UKG Ready TLM Monthly Cloud Services w/Employee Self Service*	4.21	463.10	
Total TLM Monthly Cloud Services, based on 150 active employees					\$ 463.10
1	39002011	Synergy/A20, Magstripe, Biometric Clock	1,350.00	1,350.00	
1		Implementation & Training One time Charge	2,250.00	2,250.00	
Total upfront, one-time charge					\$ 3,600.00
1		Annual Maintenance for Clock	270.00	270.00	
Total Annual Maintenance					\$ 270.00
Add-on Options (please initial if purchasing)					
110		Leave Management Monthly Cloud Services**	2.15	236.50	
1		Leave Management Implementation & Training	750.00	750.00	

*TLM - additional active employees \$4.21 /each

**Leave Management - additional active employees \$2.15/each

NOTE: Any applicable Sales Tax and Shipping Charges will be added to the final invoice

SUB-TOTAL	4,333.10
SALES TAX*	Plus Applicable Sales Tax
SHIPPING*	Plus Shipping
TOTAL	4,333.10
DEPOSIT	2,166.55
BALANCE	2,166.55

CUSTOMER AGREES TO ALL THE SALES AGREEMENT TERMS & CONDITIONS ATTACHED HEREIN.

CUSTOMER APPROVAL

APPROVED ON: _____

APPROVED BY: _____

Please Remit Checks to: Commercial Technology Group, LLC
P.O. Box 10096
Southport, NC 28461

COMTECH APPROVAL

DATE: _____

APPROVED BY: _____

Fax Signed Sales Agreement to 304-345-0356

UKG Ready TLM Marketplace Add-Ons

Integrated Document Storage

Integrated Document Storage is a useful service that allows companies to store documents directly within the application. Using this service provides the same level of security and redundancy that is available for data stored within the rest of the workforce management suite.

All the data stored can be referenced from the central account repository. Additionally, specific documents can be accessed directly within relevant functional modules. For example, employee related files such as resumes, can be accessed from both the employee profile screen and the central repository.

Storage per month (per 100 MB)	\$0.11
Upload/download per month (per 100 MB)	\$0.29

Email Report Generator

Email Report Generator provides the ability to automatically create and configure a specific set or report that are emailed to a select user or group of users at a chosen frequency. This feature allow access to critical data without the need to log in to the system.

Email Report Generator per month, per gig (2 gig minimum)	\$4.20
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1. Time and Material Coverage for Software defined

- a. The term of this agreement will be for one (1) year. This agreement will automatically renew for each year thereafter at prevailing rates, or as otherwise stated, unless cancelled by either party in writing at least 60 days prior to the expiration date.
- b. During the period of support availability, Commercial Technology Group (ComTech) will provide technical support services for its Products at no additional charge. Support will include:
 - 1. Availability of support personnel to provide unlimited, direct telephone support and assistance between 8:00 AM and 5:00 PM, Monday through Friday, except for Holidays.
 - 2. Provide unlimited web-based support between 8:00 AM and 5:00 PM, Monday through Friday, excluding holidays as deemed necessary by ComTech for customers with internet access on the computer(s) accessing the listed software. ComTech may also access the customer's data directly for purposes of support.
 - 3. Minor software configuration modifications as requested by the customer.
- c. ComTech will provide after-hours service only on an "if applicable" basis, at an incremental rate equal to the charges for after-hours service in effect at the time this service is performed.

2. Availability, Backup, and Restoration

- a. The software is hosted and maintained by Ultimate Kronos Group (UKG).
- b. ComTech has in effect a Service Level Agreement with UKG regarding availability, backup and restoration. ComTech will use its best efforts to enforce this agreement with UKG.

3. Exclusions Defined

- a. Repairs necessitated by improper use or vandalism of listed software. ComTech is not responsible for software or data that is lost or damaged through, theft, neglect, acts of third parties, fire, water, casualty, any natural force, and any loss or damage occurring from uncontrollable circumstances.
- b. Custom software and/or interfaces not listed on this Agreement are only covered to the extent that they operate in accordance with the original specification and program version they were written to. It is the Customer's responsibility to verify that their custom software is compatible with any upgrades Customer may need or request.
- c. Consumable supplies or parts are not included under this agreement.
- d. Configuration change requests deemed not "minor" by ComTech or ChoicePay. For change requests deemed not minor, ComTech or ChoicePay will provide a quote to the customer for requested changes.
- e. Specific exclusions for listed software: _____

4. Accessories

- a. Any add-on software purchased from ComTech will automatically be added to the software support agreement.

5. Transference

- a. This agreement is non-transferable, non-refundable and becomes void upon the sale or transfer of the listed software.

6. Confidentiality

- a. ComTech understands and acknowledges that it will have access to customer's confidential information including employee records. ComTech takes seriously the confidentiality of its customers' data and makes every effort to keep all such data confidential and secure.
- b. All ComTech employees are required to sign a confidentiality agreement in which they agree to hold in confidence and to not disclose confidential information, including ComTech customers' records, to any person or entity.

7. Customer Acceptance

- a. Customer specifically agrees that NO OTHER representation or warranties other than those set forth specifically in writing herein have been made or have been relied in the making of this agreement.
- b. Customer's signature, customer's initials or initial payment will indicate the acceptance of these terms and conditions.



1. Time and Material Coverage for Equipment and/or Hardware defined

- a. The term of this agreement will be for one (1) year. This agreement will automatically renew for each year thereafter at prevailing rates, or as otherwise stated, unless canceled by either party in writing at least 30 days prior to the expiration date.
- b. During the period of assured full service maintenance availability, Commercial Technology Group (ComTech) will maintain in good working order all equipment and/or hardware covered by this agreement, in accordance with its service policies. Service will include:
 - 1. Repairs upon request by the Customer during ComTech's normal working hours between 8:00 AM and 5:00 PM, Monday through Friday, except for Holidays.
 - 2. Ongoing maintenance as defined by ComTech, applicable to the respective products, which include: lubrication, cleaning, adjustments, and the replacement of parts that are unserviceable.
 - 3. The unserviceability of parts will solely be determined by ComTech, and replaced on an exchange basis. Replaced parts will become the property of ComTech.
 - 4. At ComTech's discretion replacement loaner equipment will be shipped between 8:00 AM and 2:00 PM, Monday through Friday, except for Holidays for delivery on the next business day.
- c. ComTech will provide after-hours service only on an "if applicable" basis, at an incremental rate equal to the charges for after-hours service in effect at the time this service is performed.
- d. ComTech will install on-site engineering improvements (retrofits) as deemed mandatory by the manufacturer. Only such retrofits as are introduced by the manufacturer during the term of this agreement will be installed.

2. Acceptance by ComTech

- a. New equipment or hardware purchased from ComTech will be accepted for maintenance agreement coverage.
- b. Existing equipment and/or hardware is subject to an evaluation by ComTech service personnel.
- c. If during the evaluation the equipment requires service or parts, work would be performed and paid before being accepted by ComTech for maintenance agreement coverage.

3. Exclusions Defined

- a. Service necessitated by the installation and malfunction of devices and/or software by a person not authorized by ComTech.
- b. Expenses incurred by the customer for delays of service due to manufacturers' non-availability of parts necessary to complete such service as described in this agreement. If a like device or component is no longer available and ComTech has to purchase an upgraded device or component to complete the repair, the difference in cost incurred by ComTech will be passed onto the customer. Purchase of the upgrade will be subject to the customer's approval.
- c. Expenses incurred by ComTech when a customer requests an upgrade of a device or component in or on the listed hardware.
- d. Expenses incurred or damages caused if data is lost. Customer is required to keep in place an effective emergency recovery program.
- e. Repairs or cleaning necessitated by improper use or vandalism of listed hardware. ComTech is not responsible for equipment or hardware that is lost or damaged through, theft, neglect, acts of third parties, fire, water, casualty, any natural force, and any loss or damage occurring from uncontrollable circumstances.
- f. Consumable supplies or parts are not included under this agreement.
- g. Specific exclusions for listed equipment: _____

4. Accessories

- a. Any accessory or add-on device purchased from ComTech will automatically be added to the maintenance agreement upon expiration of the warranty. The charge for the addition will be prorated to expire at the expiration date of the current maintenance agreement.

5. Transference

- a. This agreement is non-transferable, non-refundable and becomes void upon the sales or transfer of the listed equipment or hardware. ComTech may apply any prorated unused portion of the annual maintenance charges toward future purchases with ComTech.

West Virginia State Auditor's Office
SWORN STATEMENT OF EXPENDITURES

Grant Number:	Grantee Name:		
20-CS-21	Upshur County Commission		
Grantee FEIN:	WV OASIS Vendor #:		
55-6000406	212313		
Contact Name:	Contact Email Address:	Contact Phone Number:	
Tabatha R. Perry	tperry@upshurcounty.org	304-472-0535 ext. 2	
Grantee Mailing Address:	City:	Zip:	State:
91 West Main Street, Suite 101	Buckhannon	WV	26201
Total Grant Award Amount:	Period of Grant Start Date:	Period of Grant End Date:	
\$78,613.00	7/1/20	6/30/21	

Grant Revenues (Revenue Categories and Amounts)		
Revenue Categories	Comments	Amount
Amount Received		\$78,613.00
Amount Anticipated		
Total Grant Revenues		\$78,613.00

Grant Expenditures (Expenditure Categories and Amounts)		
<i>If a different expenditure category is needed, use the empty spaces as needed.</i>		
Expenditure Categories	Comments	Amount
Construction		
Contractual Costs		
Equipment	xray inspection machine, emergency exit alarm/equipment, 6 exterior cameras, monitors, etc.	\$73,853.00
Fringe Benefits		
Personnel		
Supplies		
	Other (equipment less than \$5,000)	\$4,760.00
Total Grant Expenditures		\$78,613.00

Ending Grant Balance (Revenues – Expenditures)	0
Grant Funds Returned	0

This is to certify that I have reviewed the enclosed Statement of Grant Receipts and Expenditures and, to the best of my knowledge and belief, the statement represents all financial activities related to the receipt, use and expenditure of funds granted by the Division of Justice & Community Services to Upshur County Commission and that the expenditures reported were for the purposes intended and in compliance with applicable laws, regulations and the terms and conditions of the grant documents. The Statement of Grant Receipts and Expenditures is presented on the [ACCRUAL ☐/CASH ☒

Printed Name and Title: Kristie G. Tenney, Commission President

Authorized Signature: _____

Date: 11/16/2023

Sworn and subscribed before me this ____ of _____, 20____.

Day Month Year

Notary Public Signature: _____

Title of Office: _____

My Commission Expires: _____

Revised April 2022

Notary Stamp



WEST VIRGINIA Division of Justice and Community Services	Project Financial Report Final Report <input checked="" type="checkbox"/> Page <u>16</u> of <u>9</u> Report #: <u>11</u>
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Subgrantee: <u>Upshur County Commission</u> Address: <u>91 West Main Street, Suite 101,</u> <u>Buckhannon, WV 26201</u>	Prepared By: <u>Tabatha R. Perry</u> Phone #: <u>(304) 472-0535 ext. 2</u> Signature: <u>Tabatha R. Perry</u>	For Period <u>8/1/2021</u> to <u>9/30/2021</u> Date Prepared: <u>October 4, 2021</u>	Project #: <u>20-CS-21</u>
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CATEGORY	APPROVED BUDGET (If Applicable to Program)			EXPENDED THIS PERIOD (If Applicable to Program)			EXPENDED TO DATE (If Applicable to Program)			UNPAID OBLIGATIONS Grant Funds ONLY
	Grant Funds	Cash Match	In-Kind Match	Grant Funds	Cash Match	In-Kind Match	Grant Funds	Cash Match	In-Kind Match	
Personnel/ Contractual										
Travel/ Training										
Equipment	\$66,914 \$68,194 \$73,853			\$7,324			\$73,853			
Other	\$4,375 \$3,095 \$4,760						\$4,760			
TOTALS	\$71,289 \$78,613			\$7,324			\$78,613			

INSTRUCTIONS

The following instructions should be observed when preparing a Project Financial Report:

DUE DATES: Reports are due in the Division of Justice and Community Services by the C.O.B. on the 20th day of the month following the period of this report.

SUBGRANTEE: Enter the name and address of the State Agency, Unit of Local Government, or Non-Profit Agency that is designated as the grant recipient.

PREPARED BY: Type the name and phone number (including extension) of the person preparing this report. The preparer must sign in the space provided.

FOR PERIOD ____ to ____: Enter the month(s) covered by this report.

FINAL REPORT: Check this block if this is the last report.

DATE PREPARED: Enter the date this report was prepared.

PROJECT #: Enter the number assigned by the Division of Criminal Justice Services.

APPROVED BUDGET: Enter the latest approved project budget.

West Virginia State Auditor's Office
SWORN STATEMENT OF EXPENDITURES

Grant Number:	Grantee Name:		
21-CS-07	Upshur County Commission		
Grantee FEIN:	WV OASIS Vendor #:		
55-6000406	212313		
Contact Name:	Contact Email Address:	Contact Phone Number:	
Tabatha R. Perry	tperry@upshurcountytv.org	304-472-0535 ext. 2	
Grantee Mailing Address:	City:	Zip:	State:
91 West Main Street, Suite 101	Buckhannon	WV	26201
Total Grant Award Amount:	Period of Grant Start Date:	Period of Grant End Date:	
\$14,320.00	7/1/21	6/30/22	

Grant Receipts Received and Anticipated		
Revenue Categories	Comments	Amount
Amount Received		\$14,319.93
Amount Anticipated		
Total Grant Revenues		\$14,319.93

Grant Expenditures Reported and Anticipated		
<i>If a different expenditure category is needed, use the empty spaces as needed.</i>		
Expenditure Categories	Comments	Amount
Construction		
Contractual Costs		
Equipment	Tasers, monitors	\$12,364.93
Fringe Benefits		
Personnel		
Supplies		
	Other (equipment less than \$5,000) ipad/stand	\$1,955.00
Total Grant Expenditures		\$14,319.93

Ending Grant Balance (Revenues – Expenditures)	0.07
Grant Funds Returned	0.07

This is to certify that I have reviewed the enclosed Statement of Grant Receipts and Expenditures and, to the best of my knowledge and belief, the statement represents all financial activities related to the receipt, use and expenditure of funds granted by the Division of Justice & Community Services to Upshur County Commission and that the expenditures reported were for the purposes intended and in compliance with applicable laws, regulations and the terms and conditions of the grant documents. The Statement of Grant Receipts and Expenditures is presented on the [ACCRUAL ☐/CASH ☒] basis of accounting and is supported by our financial records and related documentation.

Printed Name and Title: Kristie G. Tenney, Commission President

Authorized Signature: _____

Date: 11/16/2023

Sworn and subscribed before me this ____ of _____, 20____.

Day Month Year

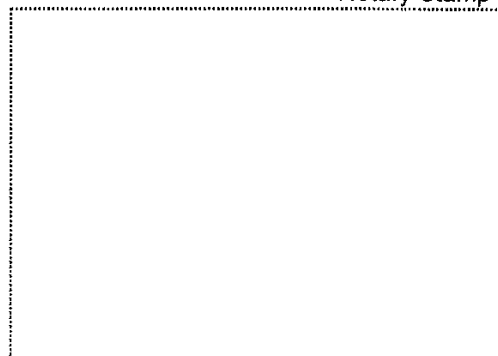
Notary Public Signature: _____

Title of Office: _____


My Commission Expires: _____

Revised April 2022

Notary Stamp



WEST VIRGINIA Division of Justice and Community Services	Project Financial Report Final Report <input checked="" type="checkbox"/> Page _____ of _____ Report #: <u>5</u>
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Subgrantee: <u>Upshur County Commission</u> Address: <u>91 West Main Street, Suite 101,</u> <u>Buckhannon, WV 26201</u>	Prepared By: <u>Tabatha R. Perry</u> Phone #: <u>(304) 472-0535 ext. 2</u> Signature: 	For Period <u>12/1/2021 to 12/31/2021</u> Date Prepared: <u>January 13, 2022</u>	Project #: <u>21-CS-07</u>
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CATEGORY	APPROVED BUDGET (If Applicable to Program)			EXPENDED THIS PERIOD (If Applicable to Program)			EXPENDED TO DATE (If Applicable to Program)			UNPAID OBLIGATIONS Grant Funds ONLY
	Grant Funds	Cash Match	In-Kind Match	Grant Funds	Cash Match	In-Kind Match	Grant Funds	Cash Match	In-Kind Match	
Personnel/ Contractual										
Travel/ Training										
Equipment	\$12,365			\$5,165			\$12,364.93			
Other	\$1,955			0			\$1,955			
TOTALS	\$14,320			\$5,165			\$14,319.93			

INSTRUCTIONS

The following instructions should be observed when preparing a Project Financial Report:

DUE DATES: Reports are due in the Division of Justice and Community Services by the C.O.B. on the 20th day of the month following the period of this report.

SUBGRANTEE: Enter the name and address of the State Agency, Unit of Local Government, or Non-Profit Agency that is designated as the grant recipient.

PREPARED BY: Type the name and phone number (including extension) of the person preparing this report. The preparer must sign in the space provided.

FOR PERIOD _____ **to** _____: Enter the month(s) covered by this report.

FINAL REPORT: Check this block if this is the last report.

DATE PREPARED: Enter the date this report was prepared.

PROJECT #: Enter the number assigned by the Division of Criminal Justice Services.

APPROVED BUDGET: Enter the latest approved project budget.

EXPENDED THIS PERIOD: Enter expenditures made during this reporting period. Expenditure information should be based on actual disbursements and should not be rounded.

Copies of the appropriate documentation supporting this period's expenditures must be attached to this form.

REPORT #: Assign consecutive numbers as each report

is submitted.

EXPENDED TO DATE: Enter cumulative expenditures to date based on actual disbursements and not rounded.

UNPAID OBLIGATIONS: Enter all obligations that have been incurred during this reporting period that have not been paid.

Submit original report to:

Division of Justice and Community Services
1204 Kanawha Boulevard, East
Charleston, West Virginia 25301

QUESTIONS: Phone 558-8814 between 8:30 a.m. and 4:30 p.m.



Jim Justice
Governor of West Virginia

October 6, 2023

The Honorable Kristie Tenney
President
Upshur County Commission
91 W. Main Street, Suite 101
Buckhannon, West Virginia 26201

Dear Commissioner Tenney:

I am pleased to inform you that I have approved a Victims of Crime Act (VOCA) Program grant award to the Upshur County Commission in the amount of \$38,595. These funds will be used to provide crime victims notification of criminal charges, personal safety planning, court accompaniment, court notifications, change in case status, assistance obtaining restitution, and referrals.

Please let me know if our Justice & Community Services' staff or I can be of further assistance.

Sincerely,

A handwritten signature in blue ink, which appears to read "Jim Justice".

Jim Justice
Governor

JJ/mah

Cc: Bryan Hinkle, Project Director
Tabatha Perry, Fiscal Officer

GRANT CONTRACT AGREEMENT
BETWEEN
DIVISION OF ADMINISTRATIVE SERVICES
JUSTICE AND COMMUNITY SERVICES SECTION
AND THE
UPSHUR COUNTY COMMISSION
24-VA-071

This **AGREEMENT**, entered into this **1st Day of October 2023** by the Assistant Director of the Division of Administrative Services, Justice and Community Services Section, hereinafter referred to as "JCS", and the Upshur County Commission, hereinafter referred to as "Grantee."

WHEREAS JCS is the recipient of Victims of Crime Act (VOCA) Victim Assistance grant funds from the U.S. Department of Justice, Office for Victims of Crime; and

WHEREAS the Grantee is an eligible applicant who is desirous of receiving funds for: **These funds will be used to provide crime victims notification of criminal charges, personal safety planning, court accompaniment, court notifications, change in case status, assistance obtaining restitution, and referrals.**

NOW, THEREFORE, the parties hereto mutually agree as follows:

1. The Grantee agrees to comply with all applicable federal and state laws and rules, regulations and policies promulgated thereunder.
2. JCS agrees to assist the Grantee to perform such tasks and functions as set forth in the application, which is attached hereto and made part hereof.
3. The Grantee shall do, perform, and carry out in a satisfactory and proper manner as determined by JCS all duties, tasks, and functions necessary to implement the application which is hereto attached.
4. The Grantee will commence its duties under the Agreement on **October 1, 2023** and shall continue those services/activities until **September 30, 2024**. The terms of this Agreement may only be extended or modified by the mutual written agreement of the parties hereto.
5. In consideration of the services rendered by the Grantee, the sum of up to **\$38,595.00** shall be obligated by JCS and said amount shall be deemed to be the maximum compensation to be received for this Agreement unless a written modification is entered into between the parties amending this Agreement.
6. It is the understanding of all parties to this Agreement that JCS by joining in the Agreement does not pledge, or promise to pledge, the credit of the State of West Virginia, nor does it promise to pay all of the compensation hereunder from monies of the Treasury of the State of West Virginia.
7. JCS has determined that the program **will** receive an upfront scheduled allocation of a portion of its awarded funds. The remaining portion will be reimbursement-only.

8. If the Grantee is not receiving an upfront scheduled allocation of funds: To be eligible for any and all payments of the grant amount, the Grantee shall submit a Request for Reimbursement of Funds once per month to JCS. Upon receipt of said request, JCS shall review the same for reasonableness and appropriateness; and if approved, will cause a warrant to be requested on that sum considered reasonable and appropriate. It is expressly understood that the total compensation shall not exceed the amount set forth in Paragraph Five hereinbefore cited and said compensation will be expended only as outlined in the budget sections of the application, unless written approval of modification of the budget is signed by the parties hereto. Grantee shall submit a fiscal report detailing expenditures to JCS by the twentieth (20th) day of each month.
9. If the Grantee is receiving an upfront scheduled allocation of funds, the Grantee hereby agrees to adopt a schedule of payments dictated by JCS: To be eligible for any and all scheduled allocation of funds of the total grant amount, the Grantee shall submit a Request for Funds to JCS which adheres to the schedule of payments. Upon receipt of said request, JCS shall review the same for reasonableness and appropriateness; and if approved, will cause a warrant to be requested on that sum considered reasonable and appropriate. It is expressly understood that the total compensation shall not exceed the amount set forth in Paragraph Five hereinbefore cited and said compensation will be expended only as outlined in the budget sections of the application, unless written approval of modification of the budget is signed by the parties hereto. Grantee shall submit a fiscal report detailing expenditures to JCS by the twentieth (20th) day of each month.
10. Grantee hereby represents that it possesses the legal authority to contract for this Agreement and that attached hereto and made a part hereof is a certified copy of the resolution, motion or similar action which was clearly adopted or passed by the Grantee's governing body; and further, that it has directed and authorized an official representative to act in connection with this Agreement. If the Grantee is a state agency, the completed application signed by the agency head is sufficient.
11. Grantee agrees to abide by the grant conditions, terms, assurances, and certifications which are attached and such other special terms and conditions that JCS has set forth is incorporated herein and made part hereof, if said Special Conditions are appropriate to this Agreement.
12. If, through any cause, the Grantee shall fail to fulfill in a necessary and proper manner, obligations under this Agreement, the JCS may withhold payments to the Grantee upon notice in writing, suspend, or cancel this Agreement and Attachments. The notice of withholding payments, suspension, or cancellation should set forth the JCS reasons for taking said action.
13. JCS and Grantee may from time to time require changes in the scope of services performed hereunder. Grantee agrees to submit a written request for modification prior to changing any budget line item. All such changes, including any increase or decrease in the amount of compensation hereunder or work to be performed, which are mutually agreed upon between the parties shall be in writing.
14. If for any reason funds received by JCS are suspended or terminated, in whole or in part, funding for this Agreement shall cease.
15. Grantee shall within the time period prescribed by grant conditions upon the termination of the Agreement, submit to JCS a final report on forms provided by JCS. Said reports shall reflect actual costs incurred or expended during the terms of this Agreement.

16. The parties hereto agree that notice shall be given electronically to the appropriate agency email addresses.
17. The Grantee shall hold and save JCS and its officers, agents, and employees harmless from liability of any nature, including cost and expense, for or on account of any suits or damages of any character whatsoever resulting from injuries or damages sustained by any persons or property resulting in whole or in part from the negligent performance or omission of any employee, agent, or representative of the Grantee.

IN WITNESS WHEREOF, the parties hereto attach their signatures representing that each is acting with full authority.

Kristie Tenney
President
Upshur County Commission

Marty A. Hatfield
Assistant Director
Justice and Community Services Section

RESOLUTION

The **Commission** of **Upshur County** met on _____ (date) with a quorum present and passed the following resolution.

Be it resolved that the **Commission** hereby authorizes **Kristie Tenney, President** of the **Upshur County Commission**, to act on its behalf to enter into a contractual agreement with the Division of Administrative Services, Justice and Community Services to receive and administer grant funds pursuant to provisions of the Victims of Crime Act (VOCA) Victim Assistance Grant Program.

Signed: _____
County Clerk



Division of Administrative Services
Justice and Community Services (JCS)
SCHEDULE OF PAYMENTS

The following Schedule of Payments is hereby recognized and adopted by the Upshur County Commission.

Project Number: 24-VA-071

Total Award: \$38,595.00

<u>Payment No.</u>	<u>Date</u>	<u>Amount</u>
1	10/1/2023	TBD (based on expenses incurred)
2	11/1/2023	TBD (based on expenses incurred)
3	12/1/2023	TBD (based on expenses incurred)
4	1/1/2024	TBD (based on expenses incurred)
5	2/1/2024	TBD (based on expenses incurred)
6	3/1/2024	TBD (based on expenses incurred)
7	4/1/2024	TBD (based on expenses incurred)
8	5/1/2024	TBD (based on expenses incurred)
9	6/1/2024	TBD (based on expenses incurred)
10	7/1/2024	TBD (based on expenses incurred)
11	8/1/2024	TBD (based on expenses incurred)
12	9/1/2024	TBD (based on expenses incurred)

Kristie Tenney
President
Upshur County Commission

According to Line 7 of the FY 2024 Victims of Crime Act (VOCA) grant contracts, "JCS has determined that the program will receive an upfront scheduled allocation of a portion of its awarded funds. The remaining portion will be reimbursement-only".

By signing this form, you acknowledge and accept that Payments 1 through 12 listed above will be issued on a reimbursement-only basis. The reimbursement-only payment mechanism was selected due to your high-risk designation on your most recent Standardized Risk Assessment Tool (SRAT).

UPSHUR COUNTY SAFE SITES AND STRUCTURES ORDINANCE

COMPLAINT FORM

The following citizen complaint is made pursuant to the Upshur County Safe Sites and Structures Ordinance:

- 1) Name of Complaining Party: _____
- 2) Address of Complaining Party: _____
- 3) Telephone Numbers of Complaining Party: Home: _____
Cell: _____
- 4) Name(s) of Offending Party (person who has violated Ordinance):

- 5) Address of Offending Party: _____
- 6) Telephone Number of Offending Party (if known): _____
- 7) Address of Property where violation is taking place:

- 8) The Complaining Party states that the offending party has violated the Upshur County Ordinance in the following manner: **(Please check all that apply)**

<input type="checkbox"/> Accumulation of Debris	<input type="checkbox"/> Dilapidation
<input type="checkbox"/> Toxic Condition	<input type="checkbox"/> Fire Hazard
<input type="checkbox"/> Overgrown Vegetation	
<input type="checkbox"/> Other conditions which cause the dwelling or building to be unsafe, unsanitary, dangerous or detrimental to public safety and welfare described as follows: _____ _____	

I affirm that the conditions described above currently exist to the best of my knowledge and belief.

Complaining Party Signature

Date Signed

Form Approved: **ADD HERE**

For Office Use Only

Complaint Received By: _____ Date: _____

Date Reviewed By Board: _____
Approved: _____ Rejected: _____

Return Completed form to: **Safe Structure and Property Enforcement Agency at: 91 West Main Street, Buckhannon, WV 26201**

AGREEMENT

This AGREEMENT, made this the 16th day of November 2023, by and between the Upshur County Commission, a political subdivision, Party of the first part, AND William Rohr and Kim Burgoon, as Parties of the second part. The signatories to this Agreement will be referred to jointly as the "Parties."

WHEREAS, as set forth in the Out On a Limb written proposal dated October 17, 2023, the Upshur County Commission is seeking to engage Out on a Limb to remove a hickory tree and remove all debris therefrom. This tree is situated on parcel 6-6E-18 owned by the parties of the second part; however, the tree will be accessed and removed across the Pringle Tree Park property. The Upshur County Commission will be responsible for the costs associated with the removal as the subject tree is negatively impacting the growth of the Pringle Tree.

WHEREAS, in conjunction with the said written proposal of Out On A Limb dated October 17, 2023, the undersigned Parties wish to create between them a mutual hold harmless and cross-indemnity arrangement with the effect that each Party becomes responsible and liable for its own property, officers, agents, and employees so as to entirely avoid any potential disputes as to liabilities for damages or injuries to their respective properties, officers, agents, or employees in connection with the work to be performed by Out On A Limb, as set forth herein.

WHEREFORE, in consideration of the mutual covenants contained herein, and in consideration of the other covenants provided for in the applicable contract between the Parties and the contractor, the sufficiency of which is hereby acknowledged, the signatories hereby agree, subject to the provisions and limitations contained in this Agreement, each undersigned Party hereby agrees to indemnify, defend, protect, hold harmless, and release the other, from and against any and all claims, loss, proceedings, damages, causes of action, liability, costs, or expense (including attorneys' fees and witness costs) arising from or in connection with, or caused by any act, omission, or negligence of such indemnifying party or its agents, employees, contractors, subcontractors, or invitees. This indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages or compensation payable to or for the indemnifying Party under workers' compensation acts, disability benefit acts, or other employee benefits.

NOW, THEREFORE, the undersigned parties agree as follows:

1. The undersigned Parties shall indemnify, hold harmless, and waive all rights of recourse each may have against other Party, on whatever basis, for damage to or loss of property it owns, or has under its control by virtue of the Agreement made with Out On A Limb, an entity which is not a Party to this Agreement, and for any indirect or consequential damage or losses (including, without limitation loss of contract, loss of profit and loss of production) resulting from such damage or loss, arising out of or relating to the services set forth herein.
2. The undersigned Parties agree that if Out On a Limb removes, damages or alters any property covered by this Agreement, each Party is fully responsible for any and all repairs and/or replacement of its own property.
3. The Parties understand and agree that each shall indemnify, hold harmless, and waive all rights of recourse it may have against the other Party on whatever basis for any loss or liability (including legal expenses) arising out of any claim or cause of action for loss of or damage to property of its officers, agents, employees, and invitees, and injuries to or disease or death of its officers, agents, employees, and invitees, regardless of the cause of or reason for said damage, loss, injuries, disease or death.
4. The Parties represent and warrant that they are duly authorized and have the power and authority to execute and deliver this Agreement, and this Agreement constitutes a legally, valid and binding obligation on the Parties.
5. This Agreement may be amended or modified only by written agreement signed by all Parties.
6. Any notice or other communication given or made to a Party under this Agreement shall be in writing and delivered by hand, sent overnight courier service or sent by certified or registered mail, return receipt requested, to the Party's address listed above, or to another address as that Party may subsequently designate by notice, and shall be deemed given on that date of delivery.

7. The undersigned parties understand and agree that the validity, application, interpretation, and implementation of this Agreement shall be exclusively governed by West Virginia law, not including its conflict of law provisions, and each Signatory hereby irrevocably submits to the court of competent jurisdiction in Upshur County, West Virginia.

8. Any dispute arising from this Agreement shall be resolved through Mediation, then Binding Arbitration. If the dispute cannot be resolved through Mediation, then the dispute will be resolved through Binding Arbitration conducted in accordance with the rules of the American Arbitration Association.

9. No Party shall be deemed to have waived any provision of this Agreement or the exercise of any rights held under this Agreement unless such waiver is made expressly and in writing. Waiver by any Party of a breach or violation of any provision of this Agreement shall not constitute a waiver of any other subsequent breach or violation.

10. No Party may assign its rights or delegate its duties under this Agreement without the other Party's prior written consent.

11. This Agreement shall be binding upon and inure to the benefit of the Parties and their respective legal representatives, heirs, administrators, executors, successors and permitted assigns.

12. If any provision of this Agreement is held to be invalid, illegal or unenforceable in whole or in part, the remaining provisions shall not be affected and shall continue to be valid, legal and enforceable as though the invalid, illegal or unenforceable parts had not been included in this Agreement.

13. This Agreement contains the entire understanding between the Parties and supersedes and cancels all prior agreements of the Parties, whether oral or written, with respect to the subject matter.

WITNESS THEREOF, this Agreement has been executed and delivered as of the first date written above.

Kimberly Burgoon

William Rohr

Kristie G. Tenney

STATE OF WEST VIRGINIA,

COUNTY OF UPSHUR, TO WIT:

The foregoing instrument was acknowledged before me by **Kimberly Burgoon**, whose name is signed to the writing above.

Taken, sworn to and subscribed before me in my said county, this ____ day of _____, 2023.

My commission expires: _____

Notary Public

STATE OF WEST VIRGINIA,

COUNTY OF UPSHUR, TO WIT:

The foregoing instrument was acknowledged before me by **William Rohr**, whose name is signed to the writing above.

Taken, sworn to and subscribed before me in my said county, this ____ day of _____, 2023.

My commission expires: _____

Notary Public

STATE OF WEST VIRGINIA,

COUNTY OF UPSHUR, TO WIT:

The foregoing instrument was acknowledged before me by **Kristie G. Tenney, President of the Upshur County Commission**, on behalf of the Upshur County Commission.

Taken, sworn to and subscribed before me in my said county, this ____ day of _____, 2023.

My commission expires: _____

Notary Public

Kimberly Burgoon
41081 Pacer Lane
Paeonian Springs, VA 20129

William Rohr
572 Buckboard Lane
Buckhannon, WV 26201

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

Grievance Procedure for Complaints Relating to Suspected or Alleged Discrimination on the Basis of Handicapped Status in Upshur County, West Virginia

Any person (employee or citizen) who believes that he/she has been subjected to discrimination as prohibited in Section 504 of the Rehabilitation Act of 1973 and pursuant regulations at 24 CFR Part 8 published in the Federal Register on June 2, 1988, may personally or by a representative, file a complaint with the Upshur County, West Virginia, Commission. A person who has not personally been subjected to discrimination may also file a complaint.

When any person (citizen, applicant or employee), who believes he/she has been adversely affected by an act or decision by Upshur County, West Virginia, and that such act or decision was based on handicapped status, he/she will have the right to process a complaint or grievance in accordance with the following procedure.

STEP ONE: An aggrieved person must submit a written statement addressed to the Upshur County Section 504 Compliance Officer, 91 West Main Street, Suite 101, Buckhannon, WV 26201 putting forth the nature of the discrimination alleged and facts upon which the allegation is based.

STEP TWO: The Compliance Officer shall contact the complainant no later than fifteen (15) days after receiving the written statement to establish an informal meeting with the objective of resolving the matter informally. However, in no case shall the informal meeting be conducted sooner than five (5) days nor more than 45 days after receiving the written statement.

There shall be prepared a written documentary of the discussions at the informal meeting, which shall be preserved in the records of Upshur County, West Virginia.

STEP THREE: Within fifteen (15) days of the informal meeting, if no decision has been made by the Commission, or the decision of the County does not satisfy the complainant, he/she may request a hearing with the Upshur County Commission by submitting a written request to the sitting President, Upshur County Commission.

STEP FOUR: In thus discussing the grievance, the complainant may designate any person of his/her choice to appear with him/her and participate in the discussion. Upshur County shall require the President of the Commission and 504 Compliance Officer (or a 2nd designated person if the Commission President is the Compliance Officer) to participate in the discussion of the grievance, when it is brought before the Commission. The Upshur County Commission shall issue a written decision on the matter within fifteen (15) days, and the decision shall be the final procedure for the complaint at the local level.

There shall be prepared a written documentary of the discussion at the hearing, which shall be preserved in the records of Upshur County, West Virginia.

ADOPTED: November 16, 2023
Date

Kristie G. Tenney, President
Upshur County Commission

ATTEST: _____

In Re: The Estate of Doris Jean Davis Carr, deceased

ORDER FOLLOWING OCTOBER 26, 2023 HEARING

Now comes the undersigned President of the Upshur County Commission and recites the following **FINDINGS OF FACTS**:

1. Doris Jean Davis Carr passed away on July 22, 2020.
2. Penny Parcell, one of her three daughters, was appointed as Administratrix with the Will Annexed of the Estate of Doris Jean Davis Carr on September 21, 2020.
3. Penny Parcell tendered the First Annual Settlement of the Estate of Doris Jean Davis Carr on November 18, 2021, within the deadline prescribed by West Virginia Code 44-4-2.
4. Penny Parcell tendered the Second Annual Settlement of the Estate of Doris Jean Davis Carr on November 14, 2022, within the deadline prescribed by West Virginia Code 44-4-2.
5. The First Annual Settlement of the Estate of Doris Jean Davis Carr was approved on June 29, 2023 based upon compliance with West Virginia Code 44-4-2.
6. Sheree Strickland objected to the Second Annual Settlement of the Estate of Doris Jean Davis Carr on July 31, 2023.
7. Ms. Strickland, Mr. O'Brien (counsel for Penny Parcell), Mr. Cunningham (counsel for Renee Carr), and Daya Masada Wright (Fiduciary Commissioner) all spoke.
8. The legal fees and expenses spent to date are disproportionate to the size of the Estate.
9. The legal fees and expenses spent to date are not inappropriate given the totality of circumstances.
10. The Second Annual Settlement of the Estate of Doris Jean Davis Carr should be approved based upon compliance with West Virginia Code 44-4-2.

Now comes the undersigned President of the Upshur County Commission and **ORDERS** that:

1. The Second Annual Settlement of the Estate of Doris Jean Davis Carr Estate is approved.

ENTERED: _____

Kristie Tenney
President, Upshur County Commission

Request for Bids**Community Corrections Vehicles – 2 New Sports Utility Vehicles**

The Office of the Upshur County Commission is requesting sealed bid proposals for the above referenced purchase to be utilized by the Lewis-Upshur Community Corrections Offices. Minimum specifications for bid are available upon request to chughes@upshurcounty.org. Bid must specify anticipated vehicle delivery date.

The Upshur County Commission and/or Lewis Upshur Community Criminal Justice Board reserves the right to award the bid for the vehicle(s) based upon certain criteria, including but not limited to, submitted bid price, estimated delivery date, proximity to the Upshur County Courthouse, references and/or any other factor determined to be in the best interest for the purchase of the vehicle.

**Any and all sealed bids must be received no later than 4 p.m. on
December 13, 2023 at the following address:**

Office of the Upshur County Commission
Sealed Bid – Community Corrections Vehicles
91 W Main Street, Suite 101
Buckhannon, WV 26201

Sealed bids received by the above deadline will be opened, reviewed, and read aloud by the Upshur County Commission at 9:15 a.m. on Thursday, December 14, 2023.

The Upshur County Commission reserves the right to reject any and all bids, in whole or in part, and waive any informality during the bidding process.

Publish: 11/22, 11/29/23

COMMUNITY CORRECTIONS VEHICLE MINIMUM SPECIFICATIONS

Sports Utility Vehicle

- 4 Wheel Drive
- V6 Engine (Gasoline/ Non-Diesel)
- Automatic Transmission
- Power Steering
- Electronic Stability Control
- Air Conditioning
- Power Windows
- Power Door Locks
- Advanced Multistage Front Air Bags
- Supplemental Side-Curtain Front and Rear Air Bags
- Two Row Seating
- Rear Back-Up Camera (*preferred*)
- Park-Assist with Stop (*preferred*)
- Anti-Theft System
- All-Season Tires
- LED Reflector Headlamps
- Compact Spare Tire
- Exterior Color: Black, Silver, White or Grey
- 5 year / 60,000 mile powertrain warranty

CASE AIDE

On behalf of the Community Corrections Board for the 26th Judicial Circuit Community Corrections program, the Upshur County Commission is accepting applications for one full-time Case Aide. The office locations will be in Upshur and Lewis Counties. Under the direction of the Program Director/Case Manager, 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 am until 4 pm., Monday through Friday at the following locations: Office of the Upshur County Commission, 91 W. Main Street, Suite 101 Buckhannon; the Upshur County Day Report Center, 85 West Main Street, Buckhannon; or at the Lewis County Day Report Center, 230 East 1st Street, Weston. Applications received by 4 p.m. on Friday, December 1, 2023 will be reviewed; however, applications may be considered until position is filled.

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.

Publish: 11/22 and 11/29

INTEROFFICE MEMORANDUM

TO: Upshur County Commission

FROM: Tabatha Perry, County Administrator 

SUBJECT: Region VII Planning and Development Council

DATE: November 14, 2023

Commissioners,

There is currently a public sector vacancy on the Region VII Planning and Development Council previously occupied by a West Virginia Wesleyan College representative. Dr. James Moore, President of West Virginia Wesleyan College, has confirmed his interest in serving on the Council.

Considering the above information, I respectfully request that you appoint Dr. Moore to serve as a private sector representative on the Region VII Planning and Development Council, effective immediately. Pursuant to the Council bylaws, this term is for a period of three years.



WEST VIRGINIA
COURTHOUSE FACILITIES IMPROVEMENT AUTHORITY
2003 QUARRIER STREET
CHARLESTON, WV 25311

L. D. EGNOR
CHAIRMAN EMERITUS

JOSEPH M. ALONGI
CHAIRMAN

November 3, 2023

Upshur County Commission
Kristie G. Tenney, President
91 W Main Street Suite 101
Buckhannon, WV 26201

Dear Commissioner Tenney,

The WV Courthouse Facilities Improvement Authority is pleased to announce that the Upshur County financial assistance request for courthouse improvements has been approved. The 21st cycle project involves removing/rehabilitation slate stair treads in stairwell. This project will be identified as: 21cycUpshu2024 with the maximum amount of the award to be \$70,280.00.

**** Please make sure to complete a Section 106 Review with the State Historic Preservation Office (SHPO) prior to moving forward with this project. ****

This award is an 80% reimbursement / 20% county match program with a maximum of three (3) reimbursement draw downs based on the submission of relevant documentation during the life of the grant. We operate by a reimbursement process which requires the county to provide proof that they have expended the grant funds, then we reimburse the county at the 80% level with each reimbursement request, up to the maximum grant award. No more than 5% of the grant award can be applied toward architect/engineering fees.

This letter of notification will be followed by the distribution of the following documentation in late November:

- Funding Assistance Award Notice
- Funding Assistance Contract Agreement and Check-off List

****The funding assistance project is not valid until the Contract Agreement has been signed by both parties. No contract will be effective prior to January 1, 2024. No invoices and/or county checks dated prior to that date will be accepted for reimbursement. Please know that this project must follow all Purchasing Laws as required by the State of WV.****

Upon receipt of the contract, please sign it in blue ink to accept the award and return both originals. We are pleased to be working with your county on this much needed courthouse improvement. We will be in contact with you in late November to explain and finalize all necessary documents. Congratulations!

Respectfully yours,

Shelly L. Murray
Executive Director

FACILITIES



November 1, 2023

The Honorable Kristy G. Tenney
President, County Commission, Upshur County
91 West Main Street, Suite 101
Buckhannon, WV 26201



RE: Rock Cave WV Main Post Office relocation:

Dear Ms. Tenney:

The United States Postal Service is considering relocating the retail services previously provided at the above-referenced Post Office to a new location within the 26234 Zip Code.

The relocation project will consist of procuring a suitable substitute location in the same Zip Code, preparing the new location for use as a post office and then re-establishing the retail services to the new location. The Postal Service will continue retail services at the Walkersville, WV, Post Office until the new Rock Cave post office is up and running.

In undertaking this project, the Postal Service will complete a process set out in 39 C.F.R. § 241.4 for soliciting and considering input from the community and local officials. As we are at the beginning of the process, I am offering to discuss the project with you. In our discussion, I would address the specific need the Postal Service faces, outline the proposal that is under consideration, explain our process for soliciting and considering input from the affected community, and ask for input from you and other local officials regarding the proposal. If you would like to discuss the project, please contact me by December 15, 2023. I can be reached at either 336-601-2124 or at David.m.wolff@usps.gov

We will send an initial news release outlining the proposal to one or more news media services serving the community and post a copy of the information in the public lobby of the Walkersville, WV, Post Office.

The Postal Service will mail a postcard to all members of the Rock Cave community. The Postal Service will identify the specific needs and outline the proposal to meet the requirement through the relocation process. Specifically, we will (1) explain the reasons for relocating; (2) identify the site(s) or area, or both, to which the Postal Service anticipates relocating the retail services; and (3) describe the anticipated size of the retail service facility for the relocated retail services, and the anticipated services to be offered at the new location. The Postal Service may identify more than one potential relocation site

Page 2 of 2

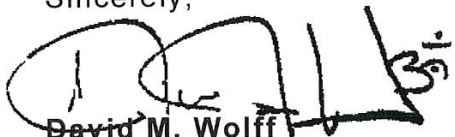
or area, for example, when the Postal Service has not selected among competing sites. We will solicit written input on the proposal and provide an address to which the community and local officials may send written comments on the proposal. Comments will be accepted for a period of 45 days following the posting.

After the 45-day comment period, the Postal Service will consider the comments received that identify reasons why the Postal Service's tentative decision and proposal is, or is not, the optimal solution for the identified need. Following that consideration, the Postal Service will make a final decision to proceed with, modify, or cancel the proposal. The Postal Service then will inform you in writing of its final decision, send a news release announcing the final decision to local news media, and post a copy of the information in the public lobby of the Post Office. The Postal Service then will implement the final decision.

If the Postal Service decides to use a site or area that it did not identify in the posting, then our regulation generally requires the Postal Service to return to the posting stage of the process to provide new information regarding the new site or area.

We look forward to working with you and your staff as this project develops.

Sincerely,

A handwritten signature in black ink, appearing to read 'David M. Wolff', with a stylized flourish at the end.

David M. Wolff
Real Estate Specialist (Real Estate Assets)
United States Postal Service | Headquarters Facilities
P.O. Box 27497 | Greensboro NC 27498-1103
Telephone: 336-601-2124
Email: david.m.wolff@usps.gov

Encl



Important Notice:
**Proposed
Post Office™
Relocation**



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PRST MKTG
ECRWSS
POSTAGE & FEES PAID
USPS
PERMIT NO. G-10

POSTAL CUSTOMER

Potential Post Office™ Relocation Comment Period

The U.S. Postal Service® is proposing to relocate the
Rock Cave WV Main Post Office previously located
at 410 Rock Cave Road, Rock Cave WV 26234.

The Rock Cave, WV, Main Post Office facility is being redeveloped, and the USPS proposes relocating to either an existing building of approximately 2100 square feet or to a modular unit on ½ acre of land within the 26234 Zip Code area. The proposed new facility will maintain the same level of service.

We are inviting you to send your comments on the proposal to the following address within the next 45 days:

Attn: Rock Cave Main Post Office Project
United States Postal Service
P.O. Box 27497
Greensboro, NC 27498-1103





Important Notice:
**Proposed
Post Office™
Relocation**



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PRST MKTG
ECRWSS
POSTAGE & FEES PAID
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POSTAL CUSTOMER

Potential Post Office™ Relocation Comment Period

The U.S. Postal Service® is proposing to relocate the
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The Rock Cave, WV, Main Post Office facility is being redeveloped, and the USPS proposes relocating to either an existing building of approximately 2100 square feet or to a modular unit on ½ acre of land within the 26234 Zip Code area. The proposed new facility will maintain the same level of service.

We are inviting you to send your comments on the proposal to the following address within the next 45 days:

Attn: Rock Cave Main Post Office Project

United States Postal Service
P.O. Box 27497
Greensboro, NC 27498-1103





MEDIA ADVISORY

FOR IMMEDIATE RELEASE
Oct. 25, 2023

Contact: Susan Wright
susan.w.wright@usps.gov



Notice of Comment Period

Proposed Relocation of the Rock Cave, WV, Post Office

What: The U.S. Postal Service is mailing a postcard to Rock Cave, WV, addresses, announcing a proposed relocation of the Rock Cave Post Office, currently located at 410 Rock Cave Rd., 26234. The postcard provides information about the public comment period.

Who: USPS Real Estate Specialist David Wolff

Background: Due to the landlord termination of the Rock Cave Post Office lease, the Postal Service is now exploring relocation options for a new site as we seek to reestablish postal retail services in a yet-to-be-determined location within the 26234 ZIP Code. The desired size of the new facility needs to be one of the following: (a) an existing building, approximately 2,200 gross square feet with 11+ dedicated parking stalls for both retail operations and carriers, (b) house only retail, or (c) land to lease, approximately 8,500 square feet on which the Postal Service can install a modular building.

The relocation project will consist of procuring a suitable substitute location in the same ZIP Code, preparing the new location for use as a post office, and re-establishing the retail services in the new 26234 location. The Postal Service will continue offering retail services for Rock Cave customers at the Walkersville, WV, Post Office, located at 16957 US HWY 19 S, 26447, until the new Rock Cave post office is up and running.

The Postal Service will also post information related to the relocation in the lobby of the Walkersville Post Office and mail an informational postcard to all members of the community. We will solicit written input and provide an address to which the community and local officials may send written comments on the proposal. Comments will be accepted for a period of 45 days following the posting.

#

The United States Postal Service is an independent federal establishment, mandated to be self-financing and to serve every American community through the affordable, reliable and secure delivery of mail and packages to nearly 165 million addresses six and often seven days a week. Overseen by a bipartisan Board of Governors, the Postal Service is implementing a 10-year transformation plan, [Delivering for America](#), to modernize the postal network, restore long-term financial sustainability, dramatically improve service across all mail and shipping categories, and maintain the organization as one of America's most valued and trusted brands.

The Postal Service generally receives no tax dollars for operating expenses and relies on the sale of postage, products and service to fund its operations.

For USPS media resources, including broadcast-quality video and audio and photo stills, visit the [USPS Newsroom](#). Follow us on [Twitter](#), [Instagram](#), [Pinterest](#) and [LinkedIn](#). Subscribe to the [USPS YouTube channel](#), like us on [Facebook](#) and enjoy our [Postal Posts blog](#). For more information about the Postal Service, visit [usps.com](#) and [facts.usps.com](#).



**STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH AND HUMAN RESOURCES
Bureau for Public Health
Office of Emergency Medical Services**

Sheri A. Young, DO, MBA, FAAFP
Interim Cabinet Secretary

Matthew Q. Christiansen, MD, MPH
Commissioner & State Health Officer

Monday, October 30, 2023

The Honorable County Commission of Upshur County,

Re: Distribution of Funds from Emergency Medical Services Salary Enhancement Fund

I am writing to provide additional guidance surrounding the distribution of funds from the Emergency Medical Services Salary Enhancement Fund as provided in West Virginia Code of State Rules § 64-116-1 *et seq.*

The rule encourages the formation of crisis response teams by emergency medical services region through a collaborative approach amongst county commissions. In that regard, counties that have one or more members serving on a crisis response team are eligible to receive funding based on the formula specified in subsection 4.4.1 of the rule.

Relating to the distribution of salary enhancement funds, if a county has more than one ambulance transporting agency, the county commission is responsible for distributing funds among these agencies. The distribution should be based on a percentage allocation determined by the 911 call volume of each agency. It is important to note that active EMS personnel are presumed to receive salary supplementation funds from their primary agency and it is encouraged, although not required, that salary enhancement funds be prioritized among those providers who have been employed by an agency for six months or longer to encourage retention.

Finally, counties that receive funds in accordance with this rule need to complete and submit a post-fund distribution assessment that will be supplied at a later date. Failure to do so may result in disqualification from receiving salary supplementation funds in the following calendar year.

Thank you for your cooperation in ensuring a fair and equitable distribution of these funds. If you have any questions or require further clarification, please do not hesitate to contact our office.

Sincerely,

Joseph Ratliff, BA, FP-C
Director
West Virginia Office of Emergency Medical Services





COMPLEX PROJECTS
REQUIRE RESOLVE
THRASHER'S GOT IT

The Thrasher Group
600 White Oaks Blvd.
Bridgeport, WV 26330

10/27/23

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

Dear Upshur County Commission:

Over the last year, a statewide study of broadband needs in West Virginia has been conducted. Led by Regional Optical Communications (ROC) and The Thrasher Group, this study examined every address considered unserved and underserved by current broadband standards. More than 14,800 miles of preliminary routing – and associated cost estimates – were developed to show where work needs completed in order to extend internet to every serviceable address in the state. This package contains the overall results of the study and the information pertinent to your county specifically.

Enclosed you will find the ROC Study Report, which is a physical copy of the full state's results, an explanation of the process taken to arrive at them, and information on how to use this data to create broadband construction projects in your area. A flash drive is also enclosed that includes:

- Two PDFs containing maps that identify every address in your county as serviceable, unserviceable, or other
- A KMZ file that contains layers of mapping data that can be viewed interactively in Google Earth
- Shapefiles that contain the raw data for the county's results
- Folders with shapefile data for three examples of potential project areas and associated cost estimates
- A PDF and Excel document showing overall cost estimates for the county's routes
- A PDF of the ROC Study Report
- A video recording of the informational webinar conducted with your Regional Planning and Development Council that explains the overall project and your county's results

The ROC Study Report explains each of these components in further detail. Most importantly, though, it can serve as a guide on what to do next – how to determine specific projects to implement, partners to help, funding to apply for, and items to consider along the way.

Should you have questions or need additional information, please contact me at 304-848-7030 or jhartley@thethrashergroup.com. You are also welcome to reach out to Jason Roberts, President of Regional Optical Communications, at 304-431-7225 for further details.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jeffrey Hartley".

Jeffrey Hartley
Project Manager, The Thrasher Group

Dave Hardy
Secretary of Revenue



STATE TAX DEPARTMENT

Matthew Irby
State Tax Commissioner

November 8, 2023

President, Upshur County Commission
Upshur County Courthouse
38 West Main Street, Room 102
Buckhannon, West Virginia 26201

Dear Commission President:

This letter is to certify that Dustin Zickefoose, Assessor of Upshur County, has substantially complied with the "assessor's additional duties" as delineated in West Virginia Code § 7-7-6a. Substantial completion of the additional duties entitles Mr. Zickefoose to the additional compensation of \$15,000 as provided in West Virginia Code § 7-7-6b.

Sincerely,

A handwritten signature in blue ink, appearing to be "M. Irby", written over a horizontal line.

Matthew Irby
State Tax Commissioner

MI/ct

cc: Assessor of Upshur County
Clerk of Upshur County

ASSESSOR ADDITIONAL DUTIES - 2023
SUBSTANTIAL COMPLETION
(PLACE AN "X" IN THE APPROPRIATE SPACE.)

		YES	NO
1.	I have completed a sales ratio analysis of all sales from July 1, 2022 to June 30, 2023 in the manner prescribed by the State Tax Commissioner.	X	
2.	I have provided the State Tax Commissioner with all real property transfers for the prior assessment year (July 1, 2022 - June 30, 2023) by entering this information in the IAS/CAMA system.	X	
3.	I have completed a list indicating that an appraisal change, mapping change or both have occurred to a parcel of property requiring this action during the previous tax year. I have made the appropriate appraisal data change to the IAS/CAMA system record on the computer network for each appraisal change. A list is available for inspection. (Indicate the number of changes completed this year. <u>2,081</u>)	X	
4.	I have prepared a listing of all new businesses added to the assessment rolls and all businesses that have ceased operations during the past year and removed from the assessment rolls.	X	
5.	I have assisted the State Tax Commissioner in determining the current use of real property by completing a new appraisal card and map card for all land splits, adjusted the parent card, and made the appropriate entry to include all appropriate appraisal data on the computer network, including the proper tax class and land use code.	X	
6.	I have assisted the State Tax Commissioner in determining the current use of public utility real property in my county by completing the public utility 20:21 report and determining if the real property is operating or non-operating.	X	
7.	I have occupied the office of Assessor during this entire calendar year. If no, provide an explanation.	X	

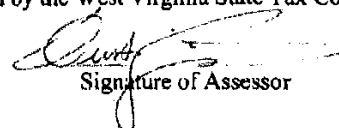
STATEMENT OF COMPLETION

State of West Virginia

County of Upshur

I, the undersigned, Dustin Wayne Zickefoose, Assessor
of Upshur County, hereby certify that I have substantially completed each additional duty
described in West Virginia Code § 7-7-6a, in the manner prescribed by the West Virginia State Tax Commissioner.

08/28/2023
Date


Signature of Assessor

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

November 13, 2023

Joint Committee on Government and Finance
1900 Kanawha Boulevard E
Bldg 1 Room E132
Charleston, WV 25305

Dear Committee Members:

Upshur County received less than \$10,000 of Coalbed Methane Gas Severance Tax in Fiscal Year 2023. These funds, \$8,197.76, were deposited in the County's General Fund and were used to offset our Regional Jail expenses. I have enclosed a copy of the October 2022 Regional Jail bill, which was paid by check # 51348.

If you need any additional information, please do not hesitate to contact me at 304-472-0535 ext. 2.

Sincerely,



Tabatha R. Perry
County Administrator
Upshur County Commission

Public Service Commission of West Virginia

201 Brooks Street, P.O. Box 812
Charleston, West Virginia 25323



Phone: (304) 340-0300
Fax: (304) 340-0325

November 9, 2023

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

SUBJECT: Disbursement of Wireless E-911 Subscriber Fees

Dear County Commissioner:

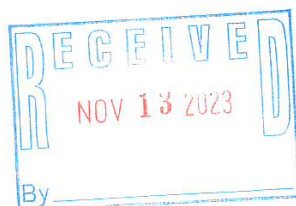
A check in the amount of \$212,691.01 representing a disbursement of Wireless E-911 subscriber fees will be mailed directly from the West Virginia State Auditor's Office. This amount is your County's share of the fees remitted to the Public Service Commission for the months of August, September and October, 2023. The next disbursement will be in three months.

I can be reached at our toll-free number, 1-800-344-5113, Extension 364, or direct at 304-340-0364, should you have any questions about the disbursement calculation or about the fees in general.

Sincerely,

Elizabeth Sharp
Acting Director of Administration

ES:sc





*West Virginia State
Treasurer's Office*

Riley Moore
State Treasurer

3rd Quarter 2023 Volunteer Fire Department State Distribution - October 2023

<u>FDID</u>	<u>Amount</u>	<u>County</u>	<u>Fire Department</u>	<u>Settlement Date</u>
VFD01101	29,316.45	BARBOUR	Belington VFD	October 10, 2023
VFD01102	29,316.45	BARBOUR	Junior VFD	October 10, 2023
VFD01103	29,316.45	BARBOUR	Philippi VFD	October 10, 2023
VFD02105	29,316.45	BERKELEY	Back Creek Valley VFD	October 10, 2023
VFD02306	29,316.45	BERKELEY	Baker Heights VFD	October 10, 2023
VFD02301	29,316.45	BERKELEY	Bedington VFD	October 10, 2023
VFD02102	29,316.45	BERKELEY	Hedgesville VFD	October 10, 2023
VFD02304	29,316.45	BERKELEY	South Berkeley VFD	October 10, 2023
VFD03101	29,316.45	BOONE	Danville VFD	October 10, 2023
VFD03102	29,316.45	BOONE	Madison Fire and Rescue	October 10, 2023
VFD03107	29,316.45	BOONE	Morrisville VFD	October 10, 2023
VFD03103	29,316.45	BOONE	Racine VFD	October 10, 2023
VFD03104	29,316.45	BOONE	Spruce River VFD	October 17, 2023
VFD03105	29,316.45	BOONE	Van VFD	October 10, 2023
VFD03108	29,316.45	BOONE	Wharton-Barrett VFD	October 10, 2023
VFD03106	29,316.45	BOONE	Whitesville VFD, Inc.	October 10, 2023
VFD04103	29,316.45	BRAXTON	Burnsville VFD	October 10, 2023
VFD04106	29,316.45	BRAXTON	Chapel VFD	October 10, 2023
VFD04107	29,316.45	BRAXTON	Flatwoods Community VFD	October 10, 2023
VFD04104	29,316.45	BRAXTON	Frametown VFD	October 10, 2023
VFD04102	29,316.45	BRAXTON	Gassaway VFD	October 10, 2023
VFD04105	29,316.45	BRAXTON	Servia VFD	October 10, 2023
VFD04101	29,316.45	BRAXTON	Sutton VFD	October 10, 2023
VFD05101	29,316.45	BROOKE	Beech Bottom VFD	October 10, 2023
VFD05103	29,316.45	BROOKE	Bethany VFD	October 10, 2023
VFD05104	29,316.45	BROOKE	Colliers VFD	October 10, 2023
VFD05105	29,316.45	BROOKE	Follansbee VFD	October 10, 2023
VFD05106	29,316.45	BROOKE	Franklin Community VFD	October 10, 2023
VFD05107	29,316.45	BROOKE	Hooverson Heights VFD	October 10, 2023
VFD05108	29,316.45	BROOKE	McKinleyville VFD	October 10, 2023
VFD05110	29,316.45	BROOKE	Wellsburg VFD	October 10, 2023
VFD05111	29,316.45	BROOKE	Windsor Heights VFD	October 10, 2023
VFD06102	29,316.45	CABELL	Barboursville VFD	October 10, 2023
VFD06105	29,316.45	CABELL	Culloden VFD	October 10, 2023
VFD06108	29,316.45	CABELL	Green Valley VFD	November 14, 2023
VFD06104	29,316.45	CABELL	Milton VFD	October 10, 2023
VFD06106	29,316.45	CABELL	Ohio River Road VFD	October 10, 2023
VFD06107	29,316.45	CABELL	Ona VFD	October 10, 2023
VFD06103	29,316.45	CABELL	Salt Rock VFD Inc	October 10, 2023
VFD07102	29,316.45	CALHOUN	Arnoldsburg VFD	October 10, 2023
VFD07101	29,316.45	CALHOUN	Grantsville VFD	October 10, 2023
VFD07104	29,316.45	CALHOUN	Upper West Fork VFD	October 10, 2023
VFD08103	29,316.45	CLAY	Big Otter VFD	October 10, 2023
VFD08101	29,316.45	CLAY	Clay VFD	October 10, 2023
VFD08104	29,316.45	CLAY	Lizemore VFD	October 10, 2023
VFD09106	29,316.45	DODDRIDGE	Bancs VFD	October 10, 2023
VFD09104	29,316.45	DODDRIDGE	McClellan District VFD	October 10, 2023

Revision Date: 11/14/2023 7:48 AM



*West Virginia State
Treasurer's Office*

Riley Moore
State Treasurer

3rd Quarter 2023 Volunteer Fire Department State Distribution - October 2023

<u>FDID</u>	<u>Amount</u>	<u>County</u>	<u>Fire Department</u>	<u>Settlement Date</u>
VFD09105	29,316.45	DODDRIDGE	Smithburg VFD	October 10, 2023
VFD09103	29,316.45	DODDRIDGE	West Union VFD	October 10, 2023
VFD09102	29,316.45	DODDRIDGE	Greenwood VFD	October 10, 2023
VFD10101	29,316.45	FAYETTE	Ansted VFD	October 10, 2023
VFD10116	29,316.45	FAYETTE	Armstrong Creek VFD	October 10, 2023
VFD10107	29,316.45	FAYETTE	Boomer VFD	October 10, 2023
VFD10102	29,316.45	FAYETTE	Danese VFD	October 10, 2023
VFD10103	29,316.45	FAYETTE	Fayetteville VFD	October 10, 2023
VFD10108	29,316.45	FAYETTE	Gauley Bridge VFD	October 10, 2023
VFD10109	29,316.45	FAYETTE	Gauley River VFD	October 10, 2023
VFD10115	29,316.45	FAYETTE	Loup Creek VFD	October 17, 2023
VFD10104	29,316.45	FAYETTE	Meadow Bridge VFD	October 10, 2023
VFD10310	29,316.45	FAYETTE	Montgomery FD	October 10, 2023
VFD10105	29,316.45	FAYETTE	Mount Hope FD	October 10, 2023
VFD10117	29,316.45	FAYETTE	Nuttall FD	October 10, 2023
VFD10112	29,316.45	FAYETTE	Oak Hill FD	October 10, 2023
VFD10113	29,316.45	FAYETTE	Pax VFD	October 10, 2023
VFD10106	29,316.45	FAYETTE	Smithers VFD Inc.	October 10, 2023
VFD11101	29,316.45	GILMER	Gilmer VFD	October 10, 2023
VFD12101	29,316.45	GRANT	Bayard VFD	October 10, 2023
VFD12102	29,316.45	GRANT	Maysville VFD	October 10, 2023
VFD12103	29,316.45	GRANT	Mount Storm VFD. Inc	October 10, 2023
VFD12104	29,316.45	GRANT	Petersburg VFD	October 10, 2023
VFD13110	29,316.45	GREENBRIER	Alderson VFD	October 10, 2023
VFD13111	29,316.45	GREENBRIER	Anthony Creek VFD	October 10, 2023
VFD13190	29,316.45	GREENBRIER	Clintonville VFD	October 10, 2023
VFD13145	29,316.45	GREENBRIER	Fairlea VFD	October 10, 2023
VFD13112	29,316.45	GREENBRIER	Frankford VFD, Inc.	October 18, 2023
VFD13120	29,316.45	GREENBRIER	Lewisburg VFD	October 10, 2023
VFD13101	29,316.45	GREENBRIER	Quinwood VFD	October 10, 2023
VFD13160	29,316.45	GREENBRIER	Rainelle VFD	October 10, 2023
VFD13170	29,316.45	GREENBRIER	Renick VFD	October 10, 2023
VFD13140	29,316.45	GREENBRIER	Ronceverte VFD	October 10, 2023
VFD13150	29,316.45	GREENBRIER	Rupert VFD, Inc.	October 10, 2023
VFD13195	29,316.45	GREENBRIER	Smoot VFD	October 23, 2023
VFD13116	29,316.45	GREENBRIER	Tri-County VFC	October 10, 2023
VFD13130	29,316.45	GREENBRIER	White Sulphur Springs	October 17, 2023
VFD13180	29,316.45	GREENBRIER	Williamsburg VFD	October 10, 2023
VFD14101	29,316.45	HAMPSHIRE	Augusta VFC	October 10, 2023
VFD14102	29,316.45	HAMPSHIRE	Capon Bridge VFD	October 10, 2023
VFD14108	29,316.45	HAMPSHIRE	Capon Springs VFD	October 10, 2023
VFD14103	29,316.45	HAMPSHIRE	Levels VFD	October 10, 2023
VFD14104	29,316.45	HAMPSHIRE	North River Valley VFC	October 10, 2023
VFD14105	29,316.45	HAMPSHIRE	Romney VFD	October 10, 2023
VFD14106	29,316.45	HAMPSHIRE	Slanesville Volunteer Fire & Rescue	October 10, 2023
VFD14107	29,316.45	HAMPSHIRE	Springfield Valley VFD	October 10, 2023
VFD15101	29,316.45	HANCOCK	Chester VFD	October 10, 2023



*West Virginia State
Treasurer's Office*

Riley Moore
State Treasurer

3rd Quarter 2023 Volunteer Fire Department State Distribution - October 2023

<u>FDID</u>	<u>Amount</u>	<u>County</u>	<u>Fire Department</u>	<u>Settlement Date</u>
VFD15104	29,316.45	HANCOCK	Lawrenceville VFD	October 10, 2023
VFD15102	29,316.45	HANCOCK	New Cumberland VFD	October 10, 2023
VFD15105	29,316.45	HANCOCK	New Manchester VFD	October 10, 2023
VFD15103	29,316.45	HANCOCK	Newell VFD	October 10, 2023
VFD15108	29,316.45	HANCOCK	Oakland District VFD	October 10, 2023
VFD15310	892.04	HANCOCK	Weirton City FD	October 10, 2023
VFD16101	29,316.45	HARDY	Capon Valley VFD	October 10, 2023
VFD16102	29,316.45	HARDY	Mathias Baker VFD	October 10, 2023
VFD16103	29,316.45	HARDY	Moorefield VFC	October 10, 2023
VFD17101	29,316.45	HARRISON	Anmoore VFD	October 10, 2023
VFD17302	29,316.45	HARRISON	Bridgeport FD	October 10, 2023
VFD17116	29,316.45	HARRISON	Johnstown VFD, Inc.	October 10, 2023
VFD17103	29,316.45	HARRISON	Lost Creek VFD	October 10, 2023
VFD17104	29,316.45	HARRISON	Lumberport VFD	October 10, 2023
VFD17105	29,316.45	HARRISON	Mt Clare VFD	October 17, 2023
VFD17107	29,316.45	HARRISON	Nutter Fort VFD	October 10, 2023
VFD17108	29,316.45	HARRISON	Reynoldsville VFD	October 10, 2023
VFD17109	29,316.45	HARRISON	Salem VFD	October 10, 2023
VFD17110	29,316.45	HARRISON	Shinnston VFD, Inc.	October 10, 2023
VFD17111	29,316.45	HARRISON	Spelter VFD	October 10, 2023
VFD17112	29,316.45	HARRISON	Stonewood VFD	October 10, 2023
VFD17113	29,316.45	HARRISON	Summit Park VFD	October 10, 2023
VFD17114	29,316.45	HARRISON	Wallace VFD	October 10, 2023
VFD17115	29,316.45	HARRISON	West Milford VFD	October 10, 2023
VFD18101	29,316.45	JACKSON	Cottageville VFD	October 10, 2023
VFD18102	29,316.45	JACKSON	Ravenswood VFD	October 10, 2023
VFD18103	29,316.45	JACKSON	Ripley VFD	October 10, 2023
VFD18104	29,316.45	JACKSON	Silverton VFD	October 10, 2023
VFD18105	29,316.45	JACKSON	Southern Jackson County VFD	October 10, 2023
VFD19106	29,316.45	JEFFERSON	Bakerton VFD, Inc	October 10, 2023
VFD19105	29,316.45	JEFFERSON	Blue Ridge Mountain VFD	October 17, 2023
VFD19102	29,316.45	JEFFERSON	Citizens Fire Co.	October 10, 2023
VFD19101	29,316.45	JEFFERSON	Friendship VFD	October 10, 2023
VFD19104	29,316.45	JEFFERSON	Independent Fire Co	October 10, 2023
VFD19107	29,316.45	JEFFERSON	Middleway VFD Inc.	October 10, 2023
VFD19103	29,316.45	JEFFERSON	Shepherdstown VFD	October 10, 2023
VFD20105	29,316.45	KANAWHA	Belle VFD	October 10, 2023
VFD20113	29,316.45	KANAWHA	Cabin Creek VFD	October 10, 2023
VFD20106	29,316.45	KANAWHA	Cedar Grove VFD	October 10, 2023
VFD20114	29,316.45	KANAWHA	Chesapeake VFD	October 10, 2023
VFD20101	29,316.45	KANAWHA	Clendenin VFD	October 10, 2023
VFD20118	29,316.45	KANAWHA	Davis Creek/Ruthdale VFD	October 10, 2023
VFD20325	12,734.25	KANAWHA	Dunbar VFD	October 10, 2023
VFD20112	29,316.45	KANAWHA	East Bank VFD	October 10, 2023
VFD20135	29,316.45	KANAWHA	Frame VFD, Inc.	October 10, 2023
VFD20107	29,316.45	KANAWHA	Glasgow VFD	October 10, 2023
VFD20109	29,316.45	KANAWHA	Handley Community VFD	October 10, 2023

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VFD20124	29,316.45	KANAWHA	Institute VFD	October 10, 2023
VFD20119	29,316.45	KANAWHA	Jefferson VFD	October 10, 2023
VFD20120	29,316.45	KANAWHA	Lakewood VFD	October 10, 2023
VFD20116	29,316.45	KANAWHA	Loudendale VFD	October 10, 2023
VFD20103	29,316.45	KANAWHA	Malden VFD	October 10, 2023
VFD20115	29,316.45	KANAWHA	Marmet VFD	October 10, 2023
VFD20318	8,643.38	KANAWHA	Nitro VFD	October 10, 2023
VFD20102	29,316.45	KANAWHA	Pinch VFD	October 10, 2023
VFD20111	29,316.45	KANAWHA	Pratt VFD	October 10, 2023
VFD20104	29,316.45	KANAWHA	Rand VFD	October 10, 2023
VFD20324	7,523.45	KANAWHA	Saint Albans FD	October 10, 2023
VFD20126	29,316.45	KANAWHA	Sissonville VFD	October 10, 2023
VFD20123	29,316.45	KANAWHA	Tyler Mountain VFD	October 10, 2023
VFD20129	29,316.45	KANAWHA	West Side VFD	October 10, 2023
VFD20121	29,316.45	KANAWHA	West Side VFD Inc. #2	October 10, 2023
VFD21101	29,316.45	LEWIS	Jackson's Mill VFD	October 10, 2023
VFD21102	29,316.45	LEWIS	Jane Lew VFD	October 10, 2023
VFD21105	29,316.45	LEWIS	Midway VFD	October 10, 2023
VFD21103	29,316.45	LEWIS	Pricetown VFD	October 10, 2023
VFD21104	29,316.45	LEWIS	Walkersville VFD	October 17, 2023
VFD21305	25,010.15	LEWIS	Weston VFD	October 10, 2023
VFD22101	29,316.45	LINCOLN	Alum Creek VFD	October 10, 2023
VFD22102	29,316.45	LINCOLN	Duval District VFD	October 10, 2023
VFD22106	29,316.45	LINCOLN	Guyan River VFD	October 10, 2023
VFD22104	29,316.45	LINCOLN	Hamlin VFD	October 19, 2023
VFD22103	29,316.45	LINCOLN	Harts VFD	October 10, 2023
VFD22107	29,316.45	LINCOLN	Mud River VFD	October 10, 2023
VFD22105	29,316.45	LINCOLN	West Hamlin VFD	October 10, 2023
VFD23110	29,316.45	LOGAN	Buffalo Creek VFD	October 10, 2023
VFD23101	29,316.45	LOGAN	Chapmanville VFD	October 10, 2023
VFD23102	29,316.45	LOGAN	Cora VFD	October 10, 2023
VFD23106	29,316.45	LOGAN	Henlawson VFD	October 10, 2023
VFD23112	29,316.45	LOGAN	Lake VFD	October 10, 2023
VFD23107	29,316.45	LOGAN	Logan County #2 VFD	October 10, 2023
VFD23303	23,486.60	LOGAN	Logan FD	October 10, 2023
VFD23111	29,316.45	LOGAN	Main Harts Creek VFD	November 14, 2023
VFD23104	29,316.45	LOGAN	Main Island Creek VFD	October 10, 2023
VFD23105	29,316.45	LOGAN	Town of Man VFD	October 10, 2023
VFD23108	29,316.45	LOGAN	Verdunville VFD	October 10, 2023
VFD24101	29,316.45	MARION	Barrackville VFD	October 10, 2023
VFD24102	29,316.45	MARION	Baxter VFD	October 10, 2023
VFD24115	29,316.45	MARION	Boothsville VFD	October 10, 2023
VFD24103	29,316.45	MARION	Bunners Ridge VFD	October 10, 2023
VFD24106	29,316.45	MARION	Fairview VFC	October 10, 2023
VFD24107	29,316.45	MARION	Farmington VFD	October 10, 2023
VFD24108	29,316.45	MARION	Grant Town VFD	October 17, 2023
VFD24109	29,316.45	MARION	Mannington VFD	October 10, 2023

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VFD24110	29,316.45	MARION	Monongah VFD	October 10, 2023
VFD24111	29,316.45	MARION	Rivesville VFD	October 10, 2023
VFD24112	29,316.45	MARION	Valley VFD	October 10, 2023
VFD24113	29,316.45	MARION	Winfield District VFD	October 10, 2023
VFD24114	29,316.45	MARION	Worthington VFD	October 10, 2023
VFD25101	29,316.45	MARSHALL	Benwood VFD	October 10, 2023
VFD25103	29,316.45	MARSHALL	Cameron VFD	October 10, 2023
VFD25104	29,316.45	MARSHALL	Dallas VFD	October 10, 2023
VFD25115	29,316.45	MARSHALL	Fork Ridge VFD	October 10, 2023
VFD25105	29,316.45	MARSHALL	Glen Dale VFD	October 10, 2023
VFD25106	29,316.45	MARSHALL	Limestone VFD	October 10, 2023
VFD25108	29,316.45	MARSHALL	McMechen VFD	October 10, 2023
VFD25109	29,316.45	MARSHALL	Moundsville VFD	October 10, 2023
VFD25111	29,316.45	MARSHALL	Mount Olivet VFD	October 10, 2023
VFD25116	29,316.45	MARSHALL	Roberts Ridge VFD	October 10, 2023
VFD25117	29,316.45	MARSHALL	Saint Joseph VFD	October 10, 2023
VFD25112	29,316.45	MARSHALL	Sherrard VFD	October 10, 2023
VFD25113	29,316.45	MARSHALL	Washington Lands VFD	October 10, 2023
VFD26106	29,316.45	MASON	Flatrock VFD	October 10, 2023
VFD26101	29,316.45	MASON	Leon VFD, Inc	October 17, 2023
VFD26102	29,316.45	MASON	Mason VFD	October 10, 2023
VFD26104	29,316.45	MASON	New Haven and Community VFD	October 10, 2023
VFD26103	29,316.45	MASON	Point Pleasant VFD	October 10, 2023
VFD26105	29,316.45	MASON	Valley Volunteer FD	October 10, 2023
VFD27101	29,316.45	MCDOWELL	Anawalt VFD	October 10, 2023
VFD27115	29,316.45	MCDOWELL	Berwind VFD	October 10, 2023
VFD27113	29,316.45	MCDOWELL	Bradshaw VFD	October 10, 2023
VFD27103	29,316.45	MCDOWELL	Coalwood/Caretta VFD	October 10, 2023
VFD27104	29,316.45	MCDOWELL	Davy VFD	October 10, 2023
VFD27105	29,316.45	MCDOWELL	Gary VFD	October 10, 2023
VFD27106	29,316.45	MCDOWELL	laeger VFD	October 10, 2023
VFD27108	29,316.45	MCDOWELL	Keystone VFD	October 10, 2023
VFD27107	29,316.45	MCDOWELL	Kimball VFD	October 10, 2023
VFD27109	29,316.45	MCDOWELL	Northfork VFD	November 14, 2023
VFD27110	29,316.45	MCDOWELL	Raysal VFD	October 10, 2023
VFD27111	29,316.45	MCDOWELL	Roderfield VFD	October 10, 2023
VFD27112	29,316.45	MCDOWELL	War VFD	October 10, 2023
VFD27116	29,316.45	MCDOWELL	Welch VFD	October 10, 2023
VFD28101	29,316.45	MERCER	Athens VFD	October 10, 2023
VFD28302	6,875.38	MERCER	Bluefield FD	October 10, 2023
VFD28102	29,316.45	MERCER	Bluestone Valley VFD	October 10, 2023
VFD28103	29,316.45	MERCER	Bluewell VFD	October 10, 2023
VFD28104	29,316.45	MERCER	Bramwell VFD	October 10, 2023
VFD28105	29,316.45	MERCER	East River VFD	October 10, 2023
VFD28106	29,316.45	MERCER	Green Valley/Glenwood VFD	October 10, 2023
VFD28107	29,316.45	MERCER	Matoaka VFD	October 10, 2023
VFD28108	29,316.45	MERCER	Montcalm	October 10, 2023

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VFD28109	29,316.45	MERCER	Oakvale VFD	October 10, 2023
VFD28310	13,250.97	MERCER	Princeton FD	October 10, 2023
VFD30102	29,316.45	MINERAL	Burlington VFD, Inc.	October 10, 2023
VFD30103	29,316.45	MINERAL	Elk District VFC	October 10, 2023
VFD30104	29,316.45	MINERAL	Fort Ashby VFC, Inc	October 10, 2023
VFD30105	29,316.45	MINERAL	Fountain VFC	October 10, 2023
VFD30106	29,316.45	MINERAL	Keyser VFD, Inc	October 10, 2023
VFD30107	29,316.45	MINERAL	New Creek VFD	October 10, 2023
VFD30108	29,316.45	MINERAL	Patterson Creek VFD	October 10, 2023
VFD30109	29,316.45	MINERAL	Ridgeley VFD	October 17, 2023
VFD30110	29,316.45	MINERAL	Short Gap VFD	October 10, 2023
VFD30111	29,316.45	MINERAL	Tri-Towns VFC	October 10, 2023
VFD30112	29,316.45	MINERAL	Wiley Ford Fc, Inc.	October 10, 2023
VFD29106	29,316.45	MINGO	Baisden VFD	October 10, 2023
VFD29110	29,316.45	MINGO	Beech Creek VFD	October 10, 2023
VFD29101	29,316.45	MINGO	Chattaroy VFD	October 10, 2023
VFD29102	29,316.45	MINGO	Delbarton VFD	October 10, 2023
VFD29108	29,316.45	MINGO	East Fork VFD	October 10, 2023
VFD29103	29,316.45	MINGO	Gilbert VFD	October 10, 2023
VFD29104	29,316.45	MINGO	Kermit VFD	October 10, 2023
VFD29107	29,316.45	MINGO	Lenore VFD	October 10, 2023
VFD29105	29,316.45	MINGO	Matewan VFD	October 10, 2023
VFD29109	29,316.45	MINGO	Wharnccliffe VFD	October 25, 2023
VFD29306	20,666.90	MINGO	Williamson FD	October 10, 2023
VFD31101	29,316.45	MONONGALIA	Blacksville VFD	October 10, 2023
VFD31102	29,316.45	MONONGALIA	Brookhaven VFD	November 14, 2023
VFD31104	29,316.45	MONONGALIA	Cheat Lake VFD	October 10, 2023
VFD31103	29,316.45	MONONGALIA	Clinton District VFD	October 10, 2023
VFD31105	29,316.45	MONONGALIA	Cool Springs VFD	October 10, 2023
VFD31106	29,316.45	MONONGALIA	Granville VFD	October 10, 2023
VFD31109	29,316.45	MONONGALIA	River Road VFD	October 10, 2023
VFD31111	29,316.45	MONONGALIA	Scotts Run VFD	October 10, 2023
VFD31110	29,316.45	MONONGALIA	Star City VFD	October 10, 2023
VFD31112	29,316.45	MONONGALIA	Triune-Halleck VFD	October 10, 2023
VFD31113	29,316.45	MONONGALIA	Wadestown VFD	October 10, 2023
VFD31114	29,316.45	MONONGALIA	Westover VFD	October 10, 2023
VFD32101	29,316.45	MONROE	Ballard Vol. Fire & Rescue	October 10, 2023
VFD32102	29,316.45	MONROE	Lindside VFD	October 10, 2023
VFD32103	29,316.45	MONROE	Peterstown Vol Fire & Rescue	October 10, 2023
VFD32105	29,316.45	MONROE	Union Community VFD	October 10, 2023
VFD33101	29,316.45	MORGAN	Berkeley Springs VFC	October 10, 2023
VFD33102	29,316.45	MORGAN	Great Cacapon VFC	October 10, 2023
VFD33103	29,316.45	MORGAN	Paw Paw VFC, Inc.	October 10, 2023
VFD33104	29,316.45	MORGAN	South Morgan VFD	October 10, 2023
VFD34102	29,316.45	NICHOLAS	Birch River VFD	October 10, 2023
VFD34101	29,316.45	NICHOLAS	Craigsville-Beaver-Cottle VFD	October 10, 2023
VFD34107	29,316.45	NICHOLAS	Keslers Cross Lanes VFD	October 25, 2023

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VFD34103	29,316.45	NICHOLAS	Nettie VFD	October 10, 2023
VFD34104	29,316.45	NICHOLAS	Richwood VFD	October 10, 2023
VFD34105	29,316.45	NICHOLAS	Summersville VFD	October 10, 2023
VFD34106	29,316.45	NICHOLAS	Wilderness VFD	October 10, 2023
VFD35101	29,316.45	OHIO	Bethlehem VFD	October 10, 2023
VFD35102	29,316.45	OHIO	Clearview VFD	October 10, 2023
VFD35103	29,316.45	OHIO	Mozart VFD	October 17, 2023
VFD35104	29,316.45	OHIO	Stone Church VFD	October 10, 2023
VFD35105	29,316.45	OHIO	Triadelphia VFD	October 10, 2023
VFD35106	29,316.45	OHIO	Valley Grove VFD	October 10, 2023
VFD35107	29,316.45	OHIO	West Liberty VFD	October 10, 2023
VFD36102	29,316.45	PENDLETON	Circleville VFD	October 10, 2023
VFD36101	29,316.45	PENDLETON	Franklin VFD	October 10, 2023
VFD36105	29,316.45	PENDLETON	Seneca Rocks VFD	October 10, 2023
VFD36104	29,316.45	PENDLETON	South Fork VFD	October 10, 2023
VFD36103	29,316.45	PENDLETON	Upper Tract VFD	October 10, 2023
VFD37101	29,316.45	PLEASANTS	Belmont VFD	October 10, 2023
VFD37102	29,316.45	PLEASANTS	Saint Marys VFD, Inc.	October 10, 2023
VFD38108	29,316.45	POCAHONTAS	Bartow-Frank-Durbin VFD	October 10, 2023
VFD38106	29,316.45	POCAHONTAS	Cass VFD	October 10, 2023
VFD38105	29,316.45	POCAHONTAS	Frost VFD	October 10, 2023
VFD38102	29,316.45	POCAHONTAS	Hillsboro VFD	October 10, 2023
VFD38103	29,316.45	POCAHONTAS	Marlinton VFD	October 10, 2023
VFD38304	29,316.45	POCAHONTAS	Shaver's Fork Fire Rescue	October 10, 2023
VFD39101	29,316.45	PRESTON	Albright VFD	October 10, 2023
VFD39102	29,316.45	PRESTON	Aurora VFD	October 10, 2023
VFD39103	29,316.45	PRESTON	Bruceton-Brandonville VFD	October 10, 2023
VFD39104	29,316.45	PRESTON	Fellowsville VFD	October 10, 2023
VFD39105	29,316.45	PRESTON	Kingwood VFD	October 10, 2023
VFD39106	29,316.45	PRESTON	Masontown VFD	October 10, 2023
VFD39112	29,316.45	PRESTON	Mount Grove VFD	October 10, 2023
VFD39107	29,316.45	PRESTON	Newburg VFD	October 10, 2023
VFD39108	29,316.45	PRESTON	Reedsville VFD	October 10, 2023
VFD39109	29,316.45	PRESTON	Rowlesburg VFD	October 10, 2023
VFD39110	29,316.45	PRESTON	Terra Alta VFD	October 10, 2023
VFD39111	29,316.45	PRESTON	Tunnelton VFD	October 10, 2023
VFD40101	29,316.45	PUTNAM	Bancroft Community VFD	October 10, 2023
VFD40102	29,316.45	PUTNAM	Buffalo VFD	October 17, 2023
VFD40103	29,316.45	PUTNAM	Eleanor VFD	October 10, 2023
VFD40104	29,316.45	PUTNAM	Hurricane VFD	October 10, 2023
VFD40105	29,316.45	PUTNAM	Poca VFD	October 10, 2023
VFD40107	29,316.45	PUTNAM	Rt. 34 VFD	October 10, 2023
VFD40108	29,316.45	PUTNAM	Teays Valley VFD	October 10, 2023
VFD40109	29,316.45	PUTNAM	Winfield VFD	October 10, 2023
VFD41101	29,316.45	RALEIGH	Beaver VFD	October 10, 2023
VFD41103	29,316.45	RALEIGH	Bradley-Prosperity VFD	October 18, 2023
VFD41114	29,316.45	RALEIGH	Clear Creek VFD	October 10, 2023

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VFD41105	29,316.45	RALEIGH	Coal City VFD	October 10, 2023
VFD41106	29,316.45	RALEIGH	Coal River VFD	October 10, 2023
VFD41107	29,316.45	RALEIGH	Ghent Area VFD	October 10, 2023
VFD41108	29,316.45	RALEIGH	Lester VFD, Inc	October 10, 2023
VFD41109	29,316.45	RALEIGH	Mabscott VFD	October 10, 2023
VFD41110	29,316.45	RALEIGH	Rhodell VFD	October 10, 2023
VFD41111	29,316.45	RALEIGH	Sophia Area VFD	October 18, 2023
VFD41113	29,316.45	RALEIGH	Town of Sophia VFD	October 10, 2023
VFD41112	29,316.45	RALEIGH	Trap Hill VFD	October 10, 2023
VFD42101	29,316.45	RANDOLPH	Beverly VFD	October 10, 2023
VFD42102	29,316.45	RANDOLPH	Coalton VFD	October 10, 2023
VFD42303	18,384.42	RANDOLPH	Elkins FD	October 10, 2023
VFD42104	29,316.45	RANDOLPH	Harman VFD	October 10, 2023
VFD42105	29,316.45	RANDOLPH	Huttonsville-Mill Creek VFD	October 10, 2023
VFD42106	29,316.45	RANDOLPH	Leading Creek VFD	October 10, 2023
VFD42107	29,316.45	RANDOLPH	Pickens VFD	October 10, 2023
VFD42108	29,316.45	RANDOLPH	Tygart Valley VFD	October 10, 2023
VFD42109	29,316.45	RANDOLPH	Valley Head VFD	October 10, 2023
VFD42110	29,316.45	RANDOLPH	Whitmer VFD	October 10, 2023
VFD43101	29,316.45	RITCHIE	Cairo VFD, Inc.	October 18, 2023
VFD43102	29,316.45	RITCHIE	Ellenboro VFD	October 10, 2023
VFD43103	29,316.45	RITCHIE	Harrisville VFD	October 10, 2023
VFD43105	29,316.45	RITCHIE	Smithville VFD	October 10, 2023
VFD44106	29,316.45	ROANE	Clover-Roane VFD	October 17, 2023
VFD44105	29,316.45	ROANE	Gandeeville-Harmony VFD	October 10, 2023
VFD44104	29,316.45	ROANE	Newton VFD	October 10, 2023
VFD44102	29,316.45	ROANE	Reedy VFD	October 10, 2023
VFD44101	29,316.45	ROANE	Spencer-Roane VFD	October 10, 2023
VFD44103	29,316.45	ROANE	Walton VFD	October 10, 2023
VFD45104	29,316.45	SUMMERS	Forest Hills VFD, Inc	October 10, 2023
VFD45109	29,316.45	SUMMERS	Green Sulphur District VFD & Rescue	October 10, 2023
VFD45301	29,316.45	SUMMERS	Hinton VFD	October 10, 2023
VFD45102	29,316.45	SUMMERS	Jumping Branch/Nimitz VFD	October 10, 2023
VFD45105	29,316.45	SUMMERS	Pipestem VFD	October 10, 2023
VFD45106	29,316.45	SUMMERS	Summers Co. VFD	October 10, 2023
VFD45107	29,316.45	SUMMERS	Talcott FD	October 17, 2023
VFD46101	29,316.45	TAYLOR	Flemington VFD	October 10, 2023
VFD46302	29,316.45	TAYLOR	Grafton VFD	October 10, 2023
VFD47104	29,316.45	TUCKER	Canaan Valley VFD	October 10, 2023
VFD47101	29,316.45	TUCKER	Davis VFD	October 10, 2023
VFD47102	29,316.45	TUCKER	Parsons VFD	October 10, 2023
VFD47103	29,316.45	TUCKER	Thomas VFD	October 10, 2023
VFD48101	29,316.45	TYLER	Alma VFD	October 17, 2023
VFD48102	29,316.45	TYLER	Middlebourne/Tyler VFD	October 10, 2023
VFD48104	29,316.45	TYLER	Shirley VFD	October 10, 2023
VFD48103	29,316.45	TYLER	Sistersville VFD	October 10, 2023
VFD49101	29,316.45	UPSHUR	Adrian VFD	October 10, 2023

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VFD49104	29,316.45	UPSHUR	Banks District VFD	October 10, 2023
VFD49302	17,133.75	UPSHUR	Buckhannon VFD	October 10, 2023
VFD49105	29,316.45	UPSHUR	Ellamore VFD	October 10, 2023
VFD49106	29,316.45	UPSHUR	Selbyville VFD	October 10, 2023
VFD49107	29,316.45	UPSHUR	Warren District VFD	October 10, 2023
VFD49103	29,316.45	UPSHUR	Washington District VFD	October 10, 2023
VFD50101	29,316.45	WAYNE	Ceredo VFD	October 10, 2023
VFD50109	5,991.81	* WAYNE	East Lynn VFD	October 10, 2023
VFD50107	29,316.45	WAYNE	Kenova VFD, Inc	October 10, 2023
VFD50104	29,316.45	WAYNE	Lavalette VFD	October 10, 2023
VFD50106	29,316.45	WAYNE	Prichard VFD	October 10, 2023
VFD50105	29,316.45	WAYNE	Wayne VFD	October 10, 2023
VFD51101	29,316.45	WEBSTER	Cowen VFD	October 10, 2023
VFD51103	29,316.45	WEBSTER	Diana VFD	October 10, 2023
VFD51105	29,316.45	WEBSTER	Erbacon VFD	October 10, 2023
VFD51104	29,316.45	WEBSTER	Hacker Valley VFD	October 10, 2023
VFD51102	29,316.45	WEBSTER	Webster Springs VFD	October 10, 2023
VFD52101	29,316.45	WETZEL	Folsom VFD	October 10, 2023
VFD52102	29,316.45	WETZEL	Grandview VFD, Inc.	October 10, 2023
VFD52103	29,316.45	WETZEL	Hundred VFD	October 10, 2023
VFD52104	29,316.45	WETZEL	Jacksonburg VFD	October 10, 2023
VFD52106	29,316.45	WETZEL	New Martinsville VFD	October 10, 2023
VFD52108	29,316.45	WETZEL	Paden City VFC	October 10, 2023
VFD52109	29,316.45	WETZEL	Pine Grove VFD	October 10, 2023
VFD52110	29,316.45	WETZEL	Reader VFD	October 10, 2023
VFD52114	29,316.45	WETZEL	Silver Hill VFD	October 10, 2023
VFD52113	29,316.45	WETZEL	Wileyville VFD Inc	October 10, 2023
VFD53101	29,316.45	WIRT	Elizabeth-Wirt VFD	October 10, 2023
VFD54101	29,316.45	WOOD	Blennerhassett VFD	October 10, 2023
VFD54102	29,316.45	WOOD	Deerwalk VFD	October 10, 2023
VFD54103	29,316.45	WOOD	East Wood VFD	October 10, 2023
VFD54104	29,316.45	WOOD	Lubeck VFD	October 17, 2023
VFD54106	29,316.45	WOOD	Mineral Wells VFD	October 10, 2023
VFD54111	29,316.45	WOOD	Pond Creek VFD	October 10, 2023
VFD54107	29,316.45	WOOD	Vienna VFD	October 10, 2023
VFD54108	29,316.45	WOOD	Washington Bottom VFD	October 10, 2023
VFD54109	29,316.45	WOOD	Waverly VFC	October 10, 2023
VFD54110	29,316.45	WOOD	Williamstown VFC	October 10, 2023
VFD55108	29,316.45	WYOMING	Brenton VFD	October 10, 2023
VFD55101	29,316.45	WYOMING	Coal Mountain VFD	October 17, 2023
VFD55106	29,316.45	WYOMING	Cyclone VFD	October 10, 2023
VFD55109	29,316.45	WYOMING	Hanover VFD	October 10, 2023
VFD55103	29,316.45	WYOMING	Mullens VFD, Inc.	October 10, 2023
VFD55104	29,316.45	WYOMING	Oceana VFD	October 10, 2023
VFD55107	29,316.45	WYOMING	Upper Laurel Fire & Ambulance	October 10, 2023
VFD55105	29,316.45	WYOMING	Wyoming Co. VFD	October 10, 2023
Total	12,180,337.60			

Revision Date: 11/14/2023 7:48 AM



*West Virginia State
Treasurer's Office*

Riley Moore
State Treasurer

3rd Quarter 2023 Volunteer Fire Department State Distribution - October 2023

<u>FDID</u>	<u>Amount</u>	<u>County</u>	<u>Fire Department</u>	<u>Settlement Date</u>
<u>Per WV Fire Marshal's Office - The following are not eligible to receive current funds available:</u>				
VFD43104	29,316.45	RITCHIE	Pennsboro VFD	
VFD50108	-	* WAYNE	Dunlow VFD	
Total	<u>29,316.45</u>			
<u>Per WV Legislative Auditor's Office - The following are not eligible to receive current funds available:</u>				
VFD50102	29,316.45	WAYNE	Fort Gay VFD	
Total	<u>29,316.45</u>			
Total Withheld	<u>58,632.90</u>			

* Reduced amount per WV Legislative Auditor's Office. Settlement date is the date the LOA no longer has them on hold for those with a zero amount.



***West Virginia State
Treasurer's Office***

**Riley Moore
State Treasurer**

<u>County</u>	<u>Political Subdivision</u>	<u>Amount</u>
	Thurmond	\$5.76
	Triadelphia	\$770.29
	Tucker County	\$4,350.01
	Tunnelton	\$340.82
	Tyler County	\$6,067.91
	Union	\$482.43
	Upshur County	\$21,450.72
	Valley Grove	\$316.63
	Vienna	\$12,264.79
	War	\$717.32
	Wardensville	\$309.73
	Wayne	\$1,661.49
	Wayne County	\$33,017.76
	Webster County	\$8,099.00
Brooke County	Weirton	\$4,413.34
Hancock County	Weirton	\$17,651.07
	Welch	\$4,133.55
	Wellsburg	\$2,820.95
	West Hamlin	\$603.34
	West Liberty	\$1,674.15
	West Logan	\$459.40
	West Milford	\$516.99
	West Union	\$751.87



*West Virginia State
Treasurer's Office*

Riley Moore
State Treasurer

<u>County Economic Development Authority</u>	<u>Amount</u>
Summers County Commission	5,604.53
Taylor County Commission	5,604.53
Tucker County Commission	5,604.53
Tyler County Commission	5,604.53
*Upshur County Commission	5,604.53
Wayne County Commission	5,604.53
Webster County Commission	5,604.53
Wetzel County Commission	5,604.53
Wirt County Commission	5,604.53
Wood County Commission	5,604.53
Wyoming County Economic Development Authority	67,165.87
	1,116,773.02



*West Virginia State
Treasurer's Office*

Riley M. Moore
State Treasurer

<u>County</u>	<u>Political Subdivision</u>	<u>Amount</u>
	South Charleston	139,503.23
	Spencer	21,088.59
	St. Albans	111,024.01
	St. Marys	18,717.03
	Star City	18,185.48
	Stonewood	18,379.65
	Summers County	99,298.98
	Summersville	35,072.60
	Sutton	8,821.74
	Sylvester	1,747.95
	Taylor County	119,334.73
	Terra Alta	14,464.59
	Thomas	6,245.73
	Thurmond	51.16
	Triadelphia	6,838.72
	Tucker County	38,619.66
	Tunnelton	3,025.78
	Tyler County	53,871.22
	Union	4,283.07
	Upshur County	190,440.72
	Valley Grove	2,811.07
	Vienna	108,887.52
	War	6,368.40
	Wardensville	2,749.82

Financial Statement Upshur County Fire Board October 2023

**Fire Board Financial Report
2023 - 2024**

CARRYOVER BALANCE: \$31,174.97

<u>Item / Date</u>	<u>Amount</u>	<u>Financial Institution / Payee</u>	<u>Description / Source</u>
DEPOSITS			
Sheriff of Upshur County	\$30,020.42	Citizens Bank	Fire Fee Collections through 7/31/2022
Sheriff of Upshur County	\$128,736.24	Citizens Bank	Fire Fee Collections through 8/31/2022
Sheriff of Upshur County	\$49,025.93	Citizens Bank	Fire Fee Collections through 9/30/2022
Sheriff of Upshur County		Citizens Bank	Fire Fee Collections through 10/31/2022
Sheriff of Upshur County		Citizens Bank	Fire Fee Collections through 11/30/2022
Sheriff of Upshur County		Citizens Bank	Fire Fee Collections through 12/31/2022
Sheriff of Upshur County		Citizens Bank	Fire Fee Collections through 01/31/2023
Sheriff of Upshur County		Citizens Bank	Fire Fee Collections through 02/28/2023
Sheriff of Upshur County		Citizens Bank	Fire Fee Collections through 03/31/2023
Sheriff of Upshur County		Citizens Bank	Fire Fee Collections through 04/30/2023
Sheriff of Upshur County		Citizens Bank	Fire Fee Collections through 05/31/2023
Sheriff of Upshur County		Citizens Bank	Fire Fee Collections through 06/30/2023

Total Deposits: \$207,782.59

Total: Plus Carryover: \$238,957.56

EXPENDITURES

<u>DATE</u>	<u>Amount</u>	<u>Check #</u>	<u>Payee</u>	<u>Description</u>
July 18, 2023	\$382.00	1187	Software Systems	Invoice # 37559
July 18, 2023	\$32.70	1188	Upshur County Commission	Reimbursement postage April-June 2023
July 18, 2023	\$496.84	1189	Upshur County Commission	Reimbursement Quill Supplies
July 18, 2023	\$5,444.42	1190	Upshur County Commission	Reimbursement payroll April-June 2023
August 15, 2023	\$237.00	1191	Software Systems	Invoice # 37644
September 19, 20213	\$237.00	1192	Software Systems	invoice # 37751
September 19, 20213	\$6,026.50	1193	Software Systems	invoice # si 52587
October 17, 2023	\$237.00	1194	Software Systems	invoice# 37852

[illegible]

DATE: 11/02/23

CUMULATIVE POSITION REPORT
7/01/2023 - 10/31/2023
COUNTY SUMMARY

PAGE: 1

	-----UNPAID - CHARGES-----			-----YEAR - TO - DATE - TAXES - PAID-----					
	REAL	PERSONAL	TOTAL	CHARGE AMOUNT	DISCOUNT	INTEREST	PUB FEE	DIFFERENCE	COLLECTION
REGULAR CHARGES	58920.00	.00	58920.00	215035.00	.00	.00	.00	.00	215035.00
SUPPLEMENTAL CHARGES	.00	.00	.00	.00					.00
TOTAL CURRENT CHARGES	58920.00	.00	58920.00	215035.00	.00	.00	.00	.00	215035.00
PERCENTAGE OF UNPAID & PAID CHARGES			021%	079%					
PRIOR YEAR REAL	196820.00	.00	.00	4025.00	.00	.00	.00	.00	6875.00
PRIOR YEAR PERSONAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
CANCELLATIONS	.00	.00	.00						

DATE: 11/02/23

CUMULATIVE POSITION REPORT
7/01/2023 - 10/31/2023
DISTRICT: BANKS

PAGE: 1

	-----UNPAID - CHARGES-----			-----YEAR - TO - DATE - TAXES - PAID-----					
	REAL	PERSONAL	TOTAL	CHARGE AMOUNT	DISCOUNT	INTEREST	PUB FEE	DIFFERENCE	COLLECTION
REGULAR CHARGES	8135.00	.00	8135.00	30950.00	.00	.00	.00	.00	30950.00
SUPPLEMENTAL CHARGES	.00	.00	.00	.00					.00
TOTAL CURRENT CHARGES	8135.00	.00	8135.00	30950.00	.00	.00	.00	.00	30950.00
PERCENTAGE OF UNPAID & PAID CHARGES			020%	080%					
PRIOR YEAR REAL	27935.00	.00	.00	710.00	.00	.00	.00	.00	1530.00
PRIOR YEAR PERSONAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
CANCELLATIONS	.00	.00	.00						

DATE: 11/02/23

CUMULATIVE POSITION REPORT
7/01/2023 - 10/31/2023
DISTRICT: BUCKHANNON

PAGE: 2

	-----UNPAID - CHARGES-----			-----YEAR - TO - DATE - TAXES - PAID-----					
	REAL	PERSONAL	TOTAL	CHARGE AMOUNT	DISCOUNT	INTEREST	PUB FEE	DIFFERENCE	COLLECTION
REGULAR CHARGES	13715.00	.00	13715.00	54340.00	.00	.00	.00	.00	54340.00
SUPPLEMENTAL CHARGES	.00	.00	.00	.00					.00
TOTAL CURRENT CHARGES	13715.00	.00	13715.00	54340.00	.00	.00	.00	.00	54340.00
PERCENTAGE OF UNPAID & PAID CHARGES			020%	080%					
PRIOR YEAR REAL	43005.00	.00	.00	570.00	.00	.00	.00	.00	1070.00
PRIOR YEAR PERSONAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
CANCELLATIONS	.00	.00	.00						

DATE: 11/02/23

CUMULATIVE POSITION REPORT
7/01/2023 - 10/31/2023
DISTRICT:

PAGE: 3

	-----UNPAID - CHARGES-----			-----YEAR - TO - DATE - TAXES - PAID-----					
	REAL	PERSONAL	TOTAL	CHARGE AMOUNT	DISCOUNT	INTEREST	PUB FEE	DIFFERENCE	COLLECTION
REGULAR CHARGES	.00	.00	.00	.00	.00	.00	.00	.00	.00
SUPPLEMENTAL CHARGES	.00	.00	.00	.00					.00
TOTAL CURRENT CHARGES	.00	.00	.00	.00	.00	.00	.00	.00	.00
PERCENTAGE OF UNPAID & PAID CHARGES			000%	000%					
PRIOR YEAR REAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
PRIOR YEAR PERSONAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
CANCELLATIONS	.00	.00	.00						

DATE: 11/02/23

CUMULATIVE POSITION REPORT
7/01/2023 - 10/31/2023
DISTRICT: MEADE

PAGE: 4

	-----U N P A I D - C H A R G E S-----			-----Y E A R - T O - D A T E - T A X E S - P A I D-----					
	REAL	PERSONAL	TOTAL	CHARGE AMOUNT	DISCOUNT	INTEREST	PUB FEE	DIFFERENCE	COLLECTION
REGULAR CHARGES	8685.00	.00	8685.00	27050.00	.00	.00	.00	.00	27050.00
SUPPLEMENTAL CHARGES	.00	.00	.00	.00					.00
TOTAL CURRENT CHARGES	8685.00	.00	8685.00	27050.00	.00	.00	.00	.00	27050.00
PERCENTAGE OF UNPAID & PAID CHARGES			023%	077%					
PRIOR YEAR REAL	36415.00	.00	.00	405.00	.00	.00	.00	.00	895.00
PRIOR YEAR PERSONAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
CANCELLATIONS	.00	.00	.00						

DATE: 11/02/23

CUMULATIVE POSITION REPORT
7/01/2023 - 10/31/2023
DISTRICT: UNION

PAGE: 5

	-----UNPAID - CHARGES-----			-----YEAR - TO - DATE - TAXES - PAID-----					
	REAL	PERSONAL	TOTAL	CHARGE AMOUNT	DISCOUNT	INTEREST	PUB FEE	DIFFERENCE	COLLECTION
REGULAR CHARGES	12765.00	.00	12765.00	48750.00	.00	.00	.00	.00	48750.00
SUPPLEMENTAL CHARGES	.00	.00	.00	.00					.00
TOTAL CURRENT CHARGES	12765.00	.00	12765.00	48750.00	.00	.00	.00	.00	48750.00
PERCENTAGE OF UNPAID & PAID CHARGES			020%	080%					
PRIOR YEAR REAL	42115.00	.00	.00	1555.00	.00	.00	.00	.00	1890.00
PRIOR YEAR PERSONAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
CANCELLATIONS	.00	.00	.00						

DATE: 11/02/23

CUMULATIVE POSITION REPORT
7/01/2023 - 10/31/2023
DISTRICT: WARREN

PAGE: 6

	-----UNPAID - CHARGES-----			-----YEAR - TO - DATE - TAXES - PAID-----					
	REAL	PERSONAL	TOTAL	CHARGE AMOUNT	DISCOUNT	INTEREST	PUB FEE	DIFFERENCE	COLLECTION
REGULAR CHARGES	6160.00	.00	6160.00	20625.00	.00	.00	.00	.00	20625.00
SUPPLEMENTAL CHARGES	.00	.00	.00	.00					.00
TOTAL CURRENT CHARGES	6160.00	.00	6160.00	20625.00	.00	.00	.00	.00	20625.00
PERCENTAGE OF UNPAID & PAID CHARGES			022%	078%					
PRIOR YEAR REAL	20520.00	.00	.00	260.00	.00	.00	.00	.00	600.00
PRIOR YEAR PERSONAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
CANCELLATIONS	.00	.00	.00						

DATE: 11/02/23

CUMULATIVE POSITION REPORT
7/01/2023 - 10/31/2023
DISTRICT: WASHINGTON

PAGE: 7

	-----UNPAID - CHARGES-----			-----YEAR - TO - DATE - TAXES - PAID-----					
	REAL	PERSONAL	TOTAL	CHARGE AMOUNT	DISCOUNT	INTEREST	PUB FEE	DIFFERENCE	COLLECTION
REGULAR CHARGES	9460.00	.00	9460.00	33320.00	.00	.00	.00	.00	33320.00
SUPPLEMENTAL CHARGES	.00	.00	.00	.00					.00
TOTAL CURRENT CHARGES	9460.00	.00	9460.00	33320.00	.00	.00	.00	.00	33320.00
PERCENTAGE OF UNPAID & PAID CHARGES			022%	078%					
PRIOR YEAR REAL	26830.00	.00	.00	525.00	.00	.00	.00	.00	890.00
PRIOR YEAR PERSONAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
CANCELLATIONS	.00	.00	.00						

DATE: 11/02/23

CUMULATIVE POSITION REPORT
 7/01/2023 - 10/31/2023
 DISTRICT: UPSHUR COUNTY DIST 8

PAGE: 8

	-----UNPAID - CHARGES-----			-----YEAR - TO - DATE - TAXES - PAID-----					
	REAL	PERSONAL	TOTAL	CHARGE AMOUNT	DISCOUNT	INTEREST	PUB FEE	DIFFERENCE	COLLECTION
REGULAR CHARGES	.00	.00	.00	.00	.00	.00	.00	.00	.00
SUPPLEMENTAL CHARGES	.00	.00	.00	.00					.00
TOTAL CURRENT CHARGES	.00	.00	.00	.00	.00	.00	.00	.00	.00
PERCENTAGE OF UNPAID & PAID CHARGES			000%	000%					
PRIOR YEAR REAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
PRIOR YEAR PERSONAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
CANCELLATIONS	.00	.00	.00						

Upshur County Fire Board, Incorporated

Tax ID#: 55-0780053

Financial Statement, cash basis
For the Fiscal Year Ended June 30, 2023

Beginning Fund Balance as of July 1, 2022 \$ 56,901.53

Gross Fire Fees Received \$ 287,659.38

Fund Disbursements:

Fire Department Disbursements:

Adrian VFD	\$ 37,000.00	
Banks District VFD	37,000.00	
Buckhannon VFD	37,000.00	
Ellamore VFD	37,000.00	
Selbyville VFD	37,000.00	
Warren District VFD	37,000.00	
Washington District VFD	<u>37,000.00</u>	259,000.00
Administrative Wages / Taxes		29,082.05
Department Advance		12,000.00
Software Support Fees		3,319.00
Printing		2,791.64
Audit Fees		2,657.00
Postage		1,620.59
Insurance		1,462.00
Office Supplies		<u>1,253.66</u>
		<u>313,185.94</u>

Net Change in Fund Balance (25,526.56)

Ending Fund Balance as of June 30, 2023 \$ 31,374.97

Ending fund balance includes \$18,000.00 Emergency Fund net of Department Advance of \$12,000 to Ellamore VFD.

STATE OF WEST VIRGINIA
DEPARTMENT OF HOMELAND SECURITY
DIVISION OF CORRECTIONS & REHABILITATION



WILLIAM K MARSHALL III
COMMISSIONER

MARK A SORSAIA
CABINET SECRETARY

Office of the Commissioner
1409 Greenbrier Street
Charleston, WV 25311
304-558-2036 -- Telephone
304-558-5367 -- Fax

DISCOUNTED RATE UPSHUR COUNTY
38 WEST MAIN STREET, ROOM 302
BUCKHANNON, WV 26201

Invoice Number: 10123682D

Invoice Date: 11/2/2023 12:59:13 PM

Month of Service: October, 2023

Pursuant to the provisions of W.Va. Code §15A-3-16, the Division of Corrections and Rehabilitation hereby provides you with a monthly statement of charges and costs of inmate maintenance and operational costs for Discounted Rate Upshur County for the month of October, 2023. The costs per day for inmate maintenance and operation is in accordance with the provisions of W.Va. Code §15A-3-16.

Detailed information, including names of inmates and the number of days of inmate maintenance, to support the invoice is attached.

Month: October

Number of Inmate Days: 1,837

Per Diem Rate: \$43.58

Amount Due: October, 2023

\$80,056.46

This invoice amount is due and payable upon receipt.

Please Remit Payment to:
WV Regional Jail and Correctional Facility Authority
PO Box 40258
Charleston, WV 25364

318 Mud Lick Road
Buckhannon, WV
26201

LEWIS UPSHUR
Animal Control Facility

Phone: 304-472-3865
Fax: 304-472-9430

REVENUE REPORT
FOR MONTH ENDING: October EOM

		UPSHUR	LEWIS
ADOPTIONS			
CASH		\$415.00	\$190.00
CHECK		\$30.00	\$0.00
E STORE CREDIT CARD		\$170.00	\$205.00
SUBTOTAL		\$615.00	\$395.00
SPAY/NEUTER DEPOSIT			
CASH		\$550.00	\$150.00
CHECK		\$0.00	\$0.00
E STORE CREDIT CARD		\$150.00	\$150.00
SUBTOTAL		\$700.00	\$300.00
BOARD RESCUE			
CASH		\$70.00	\$145.00
CHECK		\$0.00	\$0.00
E STORE CREDIT CARD		\$70.00	\$0.00
SUBTOTAL		\$140.00	\$145.00
MICRO-CHIPPING			
CASH		\$0.00	\$0.00
CHECK		\$0.00	\$0.00
E STORE CREDIT CARD		\$0.00	\$0.00
SUBTOTAL		\$0.00	\$0.00
DONATIONS			
CASH		\$65.00	\$0.00
CHECK		\$940.00	\$0.00
E STORE CREDIT CARD		\$20.00	\$0.00
SUBTOTAL		\$1,025.00	\$0.00
SURGICAL UNIT			
CASH		\$0.00	\$0.00
CHECK		\$0.00	\$0.00
E STORE CREDIT CARD		\$0.00	\$0.00
SUBTOTAL		\$0.00	\$0.00
SUMMARY			
	GRAND TOTALS	UPSHUR	LEWIS
CASH	\$1,585.00	\$1,100.00	\$485.00
CHECK	\$970.00	\$970.00	\$0.00
E STORE CREDIT CARD	\$765.00	\$410.00	\$355.00
TOTAL	\$3,320.00	\$2,480.00	\$840.00

318 Mud Lick Road
Buckhannon, WV 26201

LEWIS UPSHUR

Animal Control Facility

Phone: 304-472-3865
Fax: 304-472-9430

ACCOUNT OF ANIMALS REPORT

ACCOUNT OF ANIMALS HOUSED AT THE LEWIS - UPSHUR ANIMAL CONTROL FACILITY
FOR THE MONTH OF: **October-23**

ANIMALS RECEIVED									
ACTIVITY	CANINES			FELINES			OTHER ANIMALS		
TYPE OF ADMISSION	UPSHUR	LEWIS	TOTAL	UPSHUR	LEWIS	TOTAL	UPSHUR	LEWIS	TOTAL
Brought in by Animal Control Officer	12	28	40	2	6	8	0	0	0
Brought in by City Trapper	0	0	0	6	0	6	0	0	0
Brought in by County Residents	22	5	27	44	31	75	0	0	0
Brought in by Law Enforcement	0	0	0	0	0	0	0	0	0
Drop Box	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0
TOTAL ADMISSION ACTIVITY	34	33	67	52	37	89	0	0	0
ANIMALS DISCHARGED									
TYPE OF DISCHARGE	CANINES			FELINES			OTHER ANIMALS		
ADOPTIONS	UPSHUR	LEWIS	TOTAL	UPSHUR	LEWIS	TOTAL	UPSHUR	LEWIS	TOTAL
With Charge	18	8	26	18	10	28	0	0	0
Without Charge	0	0	0	0	0	0	0	0	0
TOTAL ADOPTIONS	18	8	26	18	10	28	0	0	0
EUTHANASIA									
Owner Request	1	2	3	2	6	8	0	0	0
Other	0	2	2	5	2	7	0	0	0
TOTAL EUTHANIZED	1	4	5	7	8	15	0	0	0
RESCUES									
With Charge	4	4	8	0	0	0	0	0	0
Without Charge	10	2	12	26	16	42	0	0	0
TOTAL TO RESCUE	14	6	20	26	16	42	0	0	0
MISCELLANEOUS									
Escaped	0	0	0	0	0	0	0	0	0
Returned to Owner	3	1	4	0	0	0	0	0	0
Passed - Natural Causes	0	0	0	0	0	0	0	0	0
TOTAL MISCELLANEOUS ACTIVITY	3	1	4	0	0	0	0	0	0
TOTAL DISCHARGE ACTIVITY	36	19	55	51	34	85	0	0	0
INACTIVE STATUS									
Quarantined	0	0	0	0	0	0	0	0	0
TOTAL ANIMAL ACTIVITY FOR PERIOD	70	52	122	103	71	174	0	0	0

CENSUS			
	CANINES	FELINES	OTHER ANIMALS
CENSUS AT BEGINNING OF PERIOD:	24	33	0
CENSUS AT END OF PERIOD:	36	37	0

Donella L. Cochran
Signature

Date

John Slaughter, Animal Control/Humane Officer

Monthly Animal Report

October 2023

TRANSACTION	Upshur	Lewis	TOTAL
Animals placed in bycatch			
Dogs	12		
Other			
Animals returned to owner			
Dogs			
Other			
Animals delivered to euthanasia			
Dogs			
Other			
Animals euthanized			
Dogs			
Other			
Animals terminated			
Dogs			
Other			
Total Number of Hours Involved			

Signature John Slaughter

Date 11/7/23

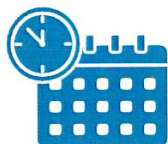


WV NAVIGATOR

Open Enrollment Event

Do you need health insurance? Join us to find out your Marketplace Health Insurance enrollment options!

Event Details



November 20th
10 A.M. - 2 P.M.



Mountain CAP Family
Support Center
30 East Main Street
Buckhannon Wv 26201



To enroll on-site,
please bring info for
all members of your
household, including
your total income .



Contact Us



844-WV-Cares



www.wvnavigator.com



@WVNavigator

This project is supported by the Centers for Medicare and Medicaid Services (CMS) of the U.S. Department of Health and Human Services (HHS) as part of a financial assistance award totaling \$1,050,000 with 100 percent funded by CMS/HHS. The contents are those of the author(s) and do not necessarily represent the official views of, nor an endorsement, by CMS/HHS, or the U.S. Government.

SMART Recovery for Family & Friends Workshop



WHO

Friends and family members of people struggling with addiction

WHEN

Every Tuesday beginning
November 28 for 14 weeks
5 p.m. to 6 p.m.

WHERE

Mountain CAP Family Support Center
30 East Main Street
Buckhannon, WV 26201



ABOUT SMART RECOVERY

One's struggles with addiction affect family members and friends who want to offer support but may not know where to turn. Also, before they can help their loved ones, they must find support for themselves with essential self-care measures.

SMART Recovery provides practical, easy-to-learn tools to help both you and your loved one. Our methods are based on the tools of SMART Recovery and CRAFT (Community Reinforcement & Family Training). Our meetings, available in-person and online, provide tools that families and friends need to support themselves and regain peace of mind while helping their loved one seek treatment.

HOW TO REGISTER

Email Daniel Stiles at
dstiles@qualityinsights.org
or call
800.642.8686 ext. 3261.

*Walk-in participants are
also welcome.*





In compliance with West Virginia's Public Meeting Law, the 26th Judicial Circuit Community Corrections Program special board meeting will be held November 6, 2023 at 6:00pm at the Upshur County Day Report Center in Upshur County. The public is invited to attend and learn more about our program, serving Lewis and Upshur Counties.

**COMMUNITY CORRECTIONS
Special Board Meeting Agenda
November 6, 2023**

Upshur County Day Report Center 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-17 Upshur-33
- 3) Community Corrections Update
 - Referrals received since July 1, 2022, Upshur-102 Lewis- 99 Total-201
 - Request to approve resignation of board member Christina Flannigan
 - Request to approve Bryan Hinkle to fill board member position
 - Request to furnish and equip treatment center
 - Discussion of board meetings times and dates

III. Next Meeting

- **January 8, 2024 at the Lewis County Day Report Center at 6:00 P.M.**

ELKINS ROAD PUBLIC SERVICE DISTRICT Agenda

Meeting	<i>Regular Monthly Meeting</i>	Start Time	<i>5:00 PM</i>
Date	<i>Tuesday, November 7, 2023</i>	Place	<i>P.S.D. Office 133 Fallen Road, Buckhannon</i>
<hr/>			
Meeting Called to Order by Chairperson			5:00 PM
Pledge of Allegiance			
Roll Call Introduce Board of Directors			
Chair/Treasurer-Carey Wagner, Secretary-David Burr, Board Member-Wendell Grose			
Introduce Office Staff - Office Manager, Carolyn Douglas; Billing Clerk - Linzy Wilson;			
System Operator-David Wamsley			
Recognize Current Customers			
Approval of Minutes -October 3, 2023 Regular Monthly Meeting			Vote
Treasurer Report/Payment of Bills for November/bal of October Invoices			Vote

ITEMS FOR DISCUSSION

- 1. Board of Directors - Review & Discussion**
- 2. Hicks/Williams - Right Fork 2" Line** **Vote**
 - a. Discuss D. Wamsley's Meeting with Property Owners
 - b. Recommendation
- 3. Maintenance/Garage** **Vote**
 - a. Foundation/Concrete Flooring
 - b. Metal Building Package & Erection
 - c. Review of Bids
 - d. Award
- 4. ARPA Funding** **Vote**
 - a. Solicitation for Engineering Services - Ridgeview Lane
 - Review Solicitation Letter
 - Deadline for Returning - Nov. 27, 2023
 - Review of Interest Received - Dec. 5, 2023
- 5. Palco Generator - Letter of Non-Responsive of Warranty Services** **Vote**
- 6. Phase III Extension Project Update** **Vote**
 - Project Underruns & Proposed Use
 - Change Orders
 - GIS of System -Agreement Signed 4/4/23
 - Progress Reports & Discussion
- 7. Maintenance Report**
 - a. Water Loss Improvements
 - b. Look Ahead/Planning for 2024
- 8. January Meeting - Move 1 week to January 9, 2024** **Vote**

Date & Time of December 2023 Meeting - Tuesday, December 5, 2023 @ 5:00 pm

Adjournment **Vote**

Anyone wishing to address the Board that is not on the agenda will be addressed at the end of the meeting or as time permits in between other items on agenda. Please ask to be added so we can be sure to address you. Thank you for your patience!!!! ☺)

Upshur County Convention & Visitors Bureau
November 8, 2023 Agenda

- Call Meeting to Order
- Approval of Minutes
- Treasurer's Report
- Director's Report
 - White wedding has been reimbursed to City
 - Hospitality University: Feb 25-27 at The Greenbrier
 - Leadership Upshur Session on 11/1/23
 - Dicken's Christmas Festival participation
- Old Business:
 - EIDL Loan Payoff
 - New member positions – WVSF rep & treasurer
- New Business:
 - Nominations/voting for new at-large member
 - December meeting
- Additional Comments
- Motion to Adjourn Meeting

NEXT MEETING: December 13, 2023

UPSHUR COUNTY SAFE STRUCTURES AND SITES
ENFORCEMENT BOARD

Meeting Agenda

Upshur County Administrative Annex

Thursday, November 9, 2023

3:00 p.m.

- I. Call meeting to order
- II. Recognition of Guests
- III. Public Comment
- IV. Approval of previous meeting(s) minutes
 - October 12, 2023
- V. Review of Property Ordinance Complaint Form
- VI. Report and/or action on Pending Cases
 - 121322-01 (Tenney)
 - 060823-01 (Sipe)
 - 062223-01 (Lee)
 - 081023-01 (Bever)
 - 091423-01 (Casto)
 - 091423-02 (Holland Enterprises)
 - 101223-01 (Rowland)
 - 101223-02 (Jiang)
 - 101223-03 (Ervin)
 - 101223-04 (Robinson)
 - 101223-05 (Hasaflook)
- VII. Consider requests to establish new cases that were received on or before 11/6/2023.
- VIII. Adjournment

The next Safe Structures & Sites Board Meeting will be held on Thursday, December 14, 2023 beginning at 3:00 p.m. at the Upshur County Administrative Annex, 91 West Main Street, Suite 101, Buckhannon, WV.



Buckhannon-Upshur Airport Authority Agenda

W22- Upshur Regional Airport Terminal Building, 644 Airport Road, Buckhannon, WV 26201 as well as Virtually via Telephony or ZOOM ¹

Monday, November 13 , 2023 at 4:00 pm

- A. Call to order
- B. Recognized guests and public comment period
- C. Officer/Committee/Consultant Reports:
 - President's Report – Michael Ruffing
 - Secretary's Report – Brian Huffman, Secretary
 - Engineering Reports – Chapman Technical Group
 - Airport Manager's Report-Jennifer Powers
 - Approval to renew USDA Cooperative Service Agreement for December 12, 2023-December 11, 2024 at a contract price of \$5,270.00
 - Approval to renew annual Chamber of Commerce Membership ; \$165.00
 - Approval to renew Airnav membership (discuss renewal options)
 - Financial Audit RFP update
 - Approval for President Ruffing's signature on a letter to the FAA listing Jennifer Powers as the airport manager of record to allow access to the Airport Data and Information Portal and Airport Master Record (5010)
 - WVCorp Property Valuation Report
 - Update on fuel sales and airport operations
- D. Consent Agenda:
 - Approval of Minutes
 - Approval of Airport Manager's Report
 - Authorization for payment of the bills
- E. Items Removed from the Consent Agenda for discussion and vote:
- F. Old Business:
 - Hangar space requests/applications/updates
- G. New Business:
- H. Board Member Comments and Announcements
- I. Adjournment

Notice: This (and possible future meetings) are being held using a conference call and the electronic application 'Zoom'. Should you desire to attend this meeting electronically you will need to contact the Authority (jenny@flyw22.com) or 304-472-9437 ext. 101 at least one hour prior to the meeting to gain the necessary information to join the meeting. All meetings of the Authority are open to the public.

¹Per 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.



PO Box 2115 / 79 East Main Street, Buckhannon, WV 26201
(304) 473.1051 upshurfrn@yahoo.com

UCFRN General Membership Meeting
Zoom

November 13, 2023 12:00 PM

Agenda Topics

- Introduction and opening prayer
- Updates
 - Trunk or Treat
 - Upcoming holiday family connections and social parties
 - Healthy Grandfamilies Café and moving forward
 - In person potluck next meeting at Presbyterian Church
 - Office updates as FYI
 - Next meeting – will be in person potluck – will send out more info soon
- Guest Speaker: Marissa Fox, Membership Delivery Manager for Girl Scouts of Black Diamond
- Information Sharing!

**DECEMBER MEETING IN PERSON AT PRESBYTERIAN
CHURCH ON NORTH LOCUST STREET**

Notice of Meeting

for

Upshur County Fire Board, Incorporated
(Statutory Corporation per Chapter 7 Article 17 of the WV Code)

Location: Upshur County Administrative Annex, Suite 101, 91 W. Main Street
Date: Tuesday, November 14, 2023, at the Adrian VFD
Time: 6:30 p.m.

AGENDA

Call Meeting to Order
Roll Call

Approval of Minutes---October 17, 2023

Public Questions/Comment Period

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

- Cumulative report
- Financial Statement provided to Commission
- Tax Incentive change in withholdings
- Ellamore VFD

Financial Matters/Items

- Bank Statement---Checking Account Balance as of 10/31/2023---TBD prior to meeting
- Disbursement from Chief Tax Deputy for October--- TBD prior to meeting

Payment of Bills/Invoices

- *Software Systems---monthly maintenance---Invoice #37959---\$237.00
- *Upshur County Commission---Reimbursement for payroll---July, August, September 2023---\$6,149.92
- *Ralston Press---Class One Legal Advertisement---Annual Financial Report---\$108.14

Approval of audit report

Update on Fire Association/Chiefs Meeting by Tyvonne Gibson

Tabled Item: Procedure for reviewing Financial Statements from the VFDs

Review of remaining Financial Statement, approval amount.

Review/approval of Corrective Tickets and Exoneration requests

Other Items/Matters to Consider

Date of Next Meeting---Tuesday, December 19, 2023, at the Ellamore VFD---Adjournment



In compliance with West Virginia's Public Meeting Law, the 26th Judicial Circuit Community Corrections Program special board meeting will be held November 14, 2023 at 1:00pm at the Upshur County Day Report Center in Upshur County. The public is invited to attend and learn more about our program, serving Lewis and Upshur Counties.

**COMMUNITY CORRECTIONS
Special Board Meeting Agenda
November 14, 2023**

Upshur County Day Report Center 1:00 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-17 Upshur-33
- 3) Community Corrections Update
 - Referrals received since July 1, 2022, Upshur-102 Lewis- 99 Total-201
 - Request to approve resignation of Sam Workman Case Aide.
 - Request to post job description and receive applications for a full-time case aid at the current pay rate.
 - Request to pay the salaries of both Lewis and Upshur County full time Home Confinement Officers since they provide a service to the court. This will continue yearly upon board approval if the board feels there are sufficient funds to do so.
 - Request to give the two (2) DRC Jeep Grand Cherokees to Lewis and Upshur County. The white Cherokee would go to Lewis County and the Grey Cherokee would go to Upshur County.
 - Request to place out for bid two (2) New Jeep Cherokees and to purchase the same.
 - Update on CPA.
- 4) Motion to adjourn.

III. Next Meeting

- **January 8, 2024 at the Lewis County Day Report Center at 6:00 P.M.**

**City Council of Buckhannon – 7:00 pm in Council Chambers
Meeting Agenda for Thursday, November 16, 2023**

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.

Please join the meeting from your computer, tablet or smartphone <https://global.gotomeeting.com/join/804282709>

You can also dial in using your phone United States: [+1 \(872\) 240-3212](tel:+18722403212) Access Code: 804-282-709

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
 - Municipal Home Rule Program 2023 Progress Report
- C.3 Police Chief- Matthew Gregory
- C.4 City Attorney- Tom O'Neill

D. Correspondence & Information

- D.1 Buckhannon Christmas Parade Friday, December 1st at 6pm
- D.2 Dickens Christmas Festival & Faire Saturday, December 2nd from 12pm-6pm & Fezziwigs's Ball 7pm-11pm
- D.3 BCT's A Christmas Story at the Colonial Arts Center on December 2nd, 3rd, 8th, 9th, 10th
- D.4 Don Patron Mexican Grill LLC- Zoning Form to ABCA
- D.5 Report of Cat & Dog Activity -Upshur County Commission-October 2023
- D.6 Building Commission Notice of Public Hearing re: Bond Ordinance SYCC on December 7, 2023 at 6PM
- D.7 City of Buckhannon Notice of Public Hearing re: Bond Ordinance SYCC on December 7, 2023 at 7PM

E. Consent Agenda

- E.1 Approval of Minutes -Regular Meeting 09/21/23, 10/05/23, 10/19/23, 11/02/23, Special 09/13/23
- E.2 Approval of Building and Wiring Permits
- E.3 Approval of Payment of the Bills

F. Strategic Issues for Discussion and/or Vote

- F.1 Approval to Accept Bid Opening Results for Conex Containers for the BFD Burn Training Facility
- F.2 Recommendation from the Revenue Review Committee Regarding the Funding Request from BURMA & The Baxa Inn
- F.3 Approval 2024 COB Holiday Closing Schedule
- F.4 Approval Donation to the City of Elkins Flashing Fire Truck Warning Signal

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 Property Matters

J. Adjournment

POSTED 11/13/23 REVISED 11/14/23

Upshur County Solid Waste Authority
Board Meeting Minutes—September 11, 2023

Chair Joyce Harris-Thacker called the regularly scheduled meeting of the Upshur County Solid Waste Authority to order in the Conference Room of the UCSWA Building (located at 380 Mudlick Rd. Suite 102 Buckhannon, WV 26201) at 4:30 p.m. on September 11, 2023.

Present at the meeting were: Joyce Harris-Thacker, Jackie McDaniels, Scott Randall, Mary Gower, Paula Stone and Director Belinda Lewis. A quorum was present. There one guest – Beth Henry Vance from the Youth Environmental Program.

The minutes of the August 14th meeting had previously been sent to the members and were part of the agenda packet. A motion to accept the minutes was made by Jackie. Seconded by Mary. Motion carried.

The Financial Report for August was presented by the Treasurer, Scott. Register Reports for the four bank accounts with First Community Bank covering August 2023 were presented. The ending balances for the accounts are as follows:

	<u>July</u>	<u>August</u>
• REAP	\$100.00	\$100.00
• SWMB	\$100.00	\$100.00
• Money Market	\$19,644.04	\$19,657.36
• Operating	\$44,173.35	\$54,015.87

A motion to accept was made by Mary and seconded by Paula. Motion carried.

The Director reported on her attempts to contact the auditor, preparing for the Paper Shred Event and her work on updating the Siting Plan.

Beth Henry Vance was present to discuss the Youth Environmental Program. Discussion was held on this program, as well as recycling. She stated that the Youth Environmental Camp will be held in October for ages 13-18. She sent the Director an email and asked her to forward it to the Board.

A discussion was held on recycling at the Middle School. Scott was able to answer some of Joyce's concerns.

After a brief discussion on upcoming meetings, it was decided that the schedule will remain the same.

With no further business, the meeting was adjourned at 5:08 p.m.

Respectfully Submitted, (September 11, 2023)


 Belinda Lewis, Director


 Joyce Harris-Thacker, Chair

(Signature copy to be maintained in the UCSWA Office)
 Upshur County Solid Waste Authority

DIRECTOR'S REPORT – Belinda Lewis

Period from August 15th through September 11, 2023

Activities Included:

- Prepared and distributed by email the minutes of the August meeting.
- Checked email and post office box several times a week.
- Recorded deposits in the Operating Account and as per the auditor's suggestion, recorded them in the receipt book.
- After August meeting, made copies of checks and mailed them and scanned a copy of the minutes to the county.
- Reconciled bank statements for August.
- Prepared checks to be signed by at the September meeting.
- Prepared agenda and packets for September meeting and emailed a copy of the agenda to the board and the media.
- Cleaned office.
- Fielded many recycling calls on my cellphone.
- Sent weekly updates to the board.
- Attempted to get a response from the auditor about what to do next in the process.
- Received SWMB grant money.
- Emailed Superintendent and High School Principals about Bounty Program.
- Advertised September 23rd Free Paper Shred Event.
- Completed registration forms for the October Conference.

Elkins Road Public Service District
Board of Directors' Regular Meeting
October 3, 2023

The regular monthly meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Monday, October 3, 2023.

Chair, Carey Wagner, called the meeting to order at 5:05 p.m. and led the group in the Pledge of Allegiance.

Members Present were: Chair-Carey Wagner, Secretary-David Burr and Board Member-Wendell Grose

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

Phone in participants: None

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

Recognize that four (4) customers were present.

APPROVAL OF MINUTES

Minutes of September 5, 2023 Regular Monthly Meeting were presented for approval. **David Burr made a motion to approve the minutes. Wendell Grose seconded. Motion carried**

APPROVAL OF FINANCIAL REPORTS/BILLS TO DATE

Carey Wagner presented the Financial Report. **David Burr made a motion to approve the financial report and pay the bills to date. Seconded by Wendell Grose. Motion carried**

MIKE HICKS-RIGHT FORK TWO INCH LINE

Mike Hicks and Bill Williams came to our meeting to ask about the PSD taking over the two inch lines that were installed back in 1998 on Right Fork Road by Mr. Tenney and Mr. Stump. The Board ask questions and then explained what would need to be done in order for us to acquire the two inch lines and install two additional taps while moving three more taps to new locations at the properties front. Told them we would get back to them as soon as possible.

REGION VII – STACEY MCDANIEL

Stacey McDaniel attended the meeting to show the Board her progress on the new GIS website she had created. She has already pulled over information on hydrants, booster stations and will be obtaining more information from Chapman Technical Group to install into the system. The initial viewing was very impressive and we know will of great use to us.

Elkins Road Public Service District
Board of Directors' Regular Meeting
October 3, 2023

WALL SCREEN/HDMI CONNECT POINT

Carey Wagner presented the Board with a quote from Micrologic in the amount of \$2,186.40 for a 65" monitor with installation for the wall in the conference room. This will be used to view items for discussion and for viewing the updates to the new GIS site. **David Burr made a motion to approve and purchase the monitor. Seconded by Wendell Grose. Motion carried**

MAINTENANCE /GARAGE

Pricing quotes were submitted by Carolyn Douglas for a metal storage building/floor. After much discussion about some changes the board thought was needed it was pushed to the next meeting in order to get new pricing.

PHASE III EXTENSION PROJECT

No one attended or phoned in for the Phase III Project as it is almost completed.

MAINTENANCE

Dave Wamsley gave the September Maintenance Report. This month we repaired several leaks and relocated a service line to a much safer area on Campbell Lane. We also had them uninstall the previous service line to Campbell Lane to avoid problems in the future. City of Buckhannon water bill is holding near where it should be.

PERSONNEL – REQUIRES MOVING INTO EXECUTIVE SESSION WV CODE 6-9A-4

Carey Wagner made a motion to enter into Executive Session under WV Code 6-9A-4 at 6:50 p.m. Executive Session was exited on a motion made by Carey Wagner and seconded by David Burr. No decisions were made during executive session but after much discussion the Board agreed to give Carolyn Douglas, David Wamsley and Nora Linzy Wilson an increase in pay.

There being no further business, **the meeting adjourned on motion made by Dave Burr and seconded by Wendell Grose.** Meeting adjourned at 7:30 p.m.

The next meeting will be held on Tuesday, November 7, 2023 at 5:00 p.m.


Elkins Road Public Service District
Board of Directors' Regular Meeting
October 3, 2023


Respectfully submitted:


ERPSD Board of Directors Secretary, David Burr//CD

Attachments: Agenda
Sign In Sheet

Approved By:


Board Chair/Treasurer
Carey Wagner


Secretary
David A. Burr


Board Member
Wendell R. Grose

**Upshur County Safe Structures and Sites Enforcement Board
October 12, 2023**

Members present: J. B. Kimble, Chris Cook, Greg Harris, Jerry Wamsley
Members absent: Chris Garrett
Others present: Cindy Hughes, Assistant Administrator and Roger Tenney

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

The September 14, 2023 meeting minutes were reviewed. On Motion by Chris Cook, seconded by J. B. Kimble, the meeting minutes were approved.

The Board reviewed and critiqued a proposed revised version of the Property Ordinance Complaint Form. On motion by J. B. Kimble, seconded by Chris Cook, the Board voted to present the proposed revised version of the Property Ordinance Complaint Form to the Commission for approval.

The Enforcement Board reviewed the following cases:

121322-01 (Carl Tenney): This property is located at 10845 Old Elkins Road Ellamore, WV (Route 151). The Board discussed the status of the property since Mr. Tenney's passing. There remains an old garage on the property that is unsafe and falling down. The Estate has been settled and two new owners were identified. Mr. Roger Tenney was present for today's meeting. He stated he wasn't aware that he had inherited this property and originally thought that his father's ex-wife was the owner. Mr. Greg Harris met the Administratrix of the Estate at the property on 10.04.2023 and took updated photos. Mr. Tenney expressed understanding of the need to clean up the property and appeared willing to take action. After discussion, on motion by J. B. Kimble, seconded by Jerry Wamsley, the Board voted to give approximately 6-months to clean up the property. Updated photos will be taken on April 10th, 2024 and reviewed at the meeting on April 11th, 2024. Greg Harris will mail a certified letter expressing the expectations and timeline to both property owners.

060823-01 (Sipe): This property is located at 88 Jack Lane in Buckhannon. The property owner was located by the Upshur County Sheriff's Department shortly after the August meeting. She resides in New Martinsville, WV. A Notice of Investigation was sent via Certified Mail to the property owner announcing that updated photos would be taken of the property on 10.04.2023. She did not respond to the correspondence, nor did she attend the photo session. After discussion, on motion by J. B. Kimble, seconded by Chris Cook, the Board voted to attempt to notify property owner, through Process of Service, that the property needs cleaned up before the January 11th, 2024 Safe Sites and Structures meeting. Photos will be taken on January 10th, 2024.

062223-01 (Lee): This property is located at 232 Jackson Park Avenue, Buckhannon, WV. Property owner, Wesley Lee, was mailed a Notice of Investigation after the August meeting. This case was given an extension until the November 8, 2023 meeting. Photographs will be taken prior to that meeting.

081023-01 (Bever): This property is located at 1193 Route 20 South, Buckhannon, WV. A Notice of Investigation was sent to the property owner after the August meeting. This case was given an extension until November 8th, 2023 to address the issues. Updated photographs will be taken prior to that meeting.

091423-01 (Casto): This property is located at 65 Orr Street, Buckhannon, WV. A Notice of Investigation was sent to the property owner. Photos were taken on 10.4.2023 and reviewed at today's meeting. After discussion, on motion by J. B. Kimble, seconded by Jerry Wamsley, the Board voted to send a certified letter to the property owner giving them until the December 14th, 2023 meeting to have the property brought into compliance. Photos will be taken December 13th, 2023.



091423-01 (Holland Enterprises)): This property is attached to the Subway Establishment in Buckhannon, WV. A Notice of Investigation was sent to the property owner. Photos were taken on 10.4.2023 and reviewed at today's meeting. After discussion, on motion by J. B. Kimble, seconded by Jerry Wamsley, the Board voted to send a certified letter to the property owner giving them until the December 14th, 2023 meeting to have the property brought into compliance. Photos will be taken December 13th, 2023.

The Enforcement Board reviewed the following new cases:

101223-01 (Rowland) This property is located at 871 Country Club Road. Complaint form reviewed. On motion by Jerry Wamsley, seconded by J. B. Kimble, the Board voted to send a Notice of Investigation to the property owner. Photos will be taken and reviewed at the next meeting.

101223-02 (Jiang) This property is located at 218 Academy Street. Complaint form reviewed. On motion by Jerry Wamsley, seconded by J. B. Kimble, the Board voted to send a Notice of Investigation to the property owner. Photos will be taken and reviewed at the next meeting.

101223-03 (Ervin) This property is located at 570 Old Elkins Road. Complaint form reviewed. On motion by Jerry Wamsley, seconded by J. B. Kimble, the Board voted to send a Notice of Investigation to the property owner. Photos will be taken and reviewed at the next meeting.

101223-04 (Robinson) This property is located on the corner of Natural Bridge/Harvey Golden Rd in French Creek. Complainant provided some pictures of the property. On motion by Jerry Wamsley, seconded by J. B. Kimble, the Board voted to send a Notice of Investigation to the property owner. Photos will be taken and reviewed at the next meeting.

101223-05 (Hasaflook): This property is located on the Harvey Golden Road. Complaint form reviewed. On motion by Jerry Wamsley, seconded by J. B. Kimble, the Board voted to send a Notice of Investigation to the property owner. Photos will be taken and reviewed at the next meeting.

Public Comment:

Other Business:

The next meeting will be held on Thursday, November 9, 2023 at 3:00 p.m. in the Upshur County Commission Administrative Annex, 91 West Main Street, Suite 101, Buckhannon, WV. On motion by J. B. Kimble, seconded by Chris Cook, the meeting adjourned at 3:42 p.m.


Approved by:



Greg Harris, Compliance Officer

11/09/23

Date



Chris Garrett, Board Member

11/9/2023

Date

James B. Kimble, Board Member

Date

Chris Cook, Board Member

Date



Jerry Wamsley, Board Member

Date