

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:	August 18, 2022
9:00 a.m.	Moment of Silent Meditation --- Pledge of Allegiance Approval of Minutes: <ul style="list-style-type: none"> • July 28, 2022 • August 11, 2022
9:15 a.m.	Bid Opening and potential award for the Upshur County Former Jail Facility Porch Rehabilitation Project. *
9:30 a.m.	Dr. Sara Stankus, Superintendent of Upshur County Schools – Discuss Excess Levy renewal which will appear on this November's general election ballot.
10:00 a.m.	James Swiger, President / Principal-In-Charge of WYK Associates, Inc. and Vince Feidler, Principal of Scheeser Buckley Mayfield -- Discuss Upshur County Courthouse Annex HVAC Project.
1:00 p.m.	Supervisor Meeting
2:00 p.m.	Policy Board Meeting

Items for Discussion / Action / Approval:

1. Approval of Order requesting the appointment of Virgil D. Miller, Sheriff of Upshur County, as the Administrator for the Estate of Lori Lamson, deceased. * [Page 4](#)
2. Correspondence from Software Systems, Inc. regarding changes in maintenance contract amounts. Review and approval of 2022-2023 maintenance levels. This maintenance includes program updates, telephone support and time spent performing data conversions and other on-site tasks depending upon which level is requested for each system. * [Pages 5-8](#)
3. Correspondence from attorney Robert Fitzsimmons of Fitzsimmons Law Firm PLLC regarding the pending opioid litigation. Review "Distributors West Virginia Subdivisions Settlement Agreement". Consider signing "Subdivision Settlement Participation Form". [Under separate cover](#)
Item may lead to Executive Session per WV Code §6-9A-4
4. Correspondence from Bethany Kirchberg, Tri-County Exchange & Visitation Program Coordinator, requesting the employment of Kristen Greathouse, as part-time Program Supervisor, effective immediately, pending background check. * [Under separate cover](#)
Item may lead to Executive Session per WV Code §6-9A-4

5. 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 Dennis Cortes announcing his resignation as City Representative for the Upshur County Parks & Recreation Advisory Board. * [Under Separate Cover](#)
2. Upshur County Sheriff's Financial Statement for period ending July 2022 [Pages 9-10](#)
3. Public Notices:
 - a) Newsletters and/or Event Notifications:
 - b) Agendas and/or Notice of Meetings:

• Upshur County Fire Board, Inc.	August 16, 2022	<u>Page 11</u>
• City Council of Buckhannon	August 18, 2022	<u>Page 12</u>

Meeting Minutes:

• Buckhannon-Upshur Chamber of Commerce	July 6, 2022	<u>Pages 13-14</u>
• Upshur County Safe Structures & Sites Enforcement Board	July 14, 2022	<u>Pages 15-16</u>
 - c) Meetings: ***CHANGES ARE NOTED IN BOLD TYPE**

Elkins Road PSD	Tue 8/02/2022 5:00 PM
City Council of Buckhannon	Tue 8/02/2022 7:00 PM
Adrian PSD	Thu 8/04/2022 3:00 PM
Banks District Volunteer Fire Department	Thu 8/04/2022 7:00 PM
Selbyville VFD	Thu 8/04/2022 7:00 PM
Upshur County Family Resource Network	Mon 8/08/2022 12:00 PM
Buckhannon-Upshur Airport Authority	Mon 8/08/2022 4:00 PM
Upshur County Solid Waste Authority	Mon 8/08/2022 4:30 PM
Buckhannon-Upshur Recreational Park Advisory Board	Mon 8/08/2022 5:30 PM
Upshur County Senior Center Board	Tue 8/09/2022 12:00 PM
Hodgesville PSD	Tue 8/09/2022 4:00 PM
Warren District VFD	Tue 8/09/2022 7:00 PM
Adrian VFD	Tue 8/09/2022 7:30 PM
Buckhannon-Upshur Chamber of Commerce	Wed 8/10/2022 12:00 PM
Upshur County Convention and Visitors Bureau	Wed 8/10/2022 3:00 PM
Tennerton PSD	Wed 8/10/2022 3:00 PM
Buckhannon River Watershed Association	Wed 8/10/2022 6:00 PM
Ellamore VFD	Wed 8/10/2022 7:00 PM
Upshur County Safe Sites & Structures Enforcement Board	Thu 8/11/2022 3:00 PM
Buckhannon VFD	Thu 8/11/2022 7:30 PM
Washington District VFD	Sun 8/14/2022 6:00 PM

Lewis-Upshur Community Corrections Board *Upshur Co.Location	Mon 8/15/2022 6:00 PM
Upshur County Fire Board, Inc. @Selbyville Fire Department	Tue 8/16/2022 6:30 PM
Upshur County Public Library Board	Wed 8/17/2022 4:00 PM
Upshur County Youth Camp Board	Thu 8/18/2022 6:30 PM
Upshur County Farmland Protection Board	Thu 8/18/2022 6:00 PM
Wes-Mon-Ty Resource Conservation & Development Council	Fri 8/19/2022 10:00 AM
James W. Curry Library	Fri 8/19/2022 10:00 AM
UC Enhanced Emergency Telephone Advisory Board	Tue 8/23/2022 3:00 PM
Upshur County Fire Fighters Association	Wed 8/24/2022 7:00 PM
Upshur County Development Authority *Annual Meeting	Fri 8/26/2022 7:00 AM
Upshur-Buckhannon Board of Health	Thu 9/1/2022 6:00pm

4. Appointments Needed or Upcoming:

- Upshur County Parks & Recreation Advisory Board – 06/30/2023 – (Dennis P. Cortes- City Appointment)

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

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)

1. Review the Upshur County Safe Structures and Sites Enforcement Board Petition for Order filed June 13, 2022 – Case Number 021121-01 (Union Tax District – Tax Map 7H – Parcel Number 76.1) owned by Bryce Chapman and consider Order Adopting Enforcement Agency Findings. (tabled 7/21/22)
2. Consideration of Mutual Aid Agreement by and between the Elkins Police Department, Philippi Police Department, Buckhannon Police Department, Randolph County Sheriff's Department, Upshur County Sheriff's Department, Barbour County Sheriff's Department and the Tucker County Sheriff's Department. (tabled 8/11/22)
3. Consideration of request for funding from Elizabeth J. Gribble, representative for Stargazer Garden Club, for donation to complete work at the Veteran's Park in Rock Cave.(tabled 8/11/22) *

Next Regular Meeting of the Upshur County Commission

August 25, 2022 --- 9:00 a.m.

Upshur County Courthouse Annex

*****The Upshur County Commission Meeting scheduled for September 1, 2022 has been CANCELLED*****

STATE OF WEST VIRGINIA:

In the Office of the Clerk of the Upshur County Commission, in vacation of said Commission, August 18, 2022.

It appearing to the Clerk, that it had been more than two months since the death of Lori Lamson, deceased, with there being no request by the decedent's family to be appointed and with no known Last Will and Testament for Lori Lamson, and upon the motion of Rob Starkey, a creditor of Lori Lamson, deceased, does hereby request the Sheriff of Upshur County to serve as the Administrator of the Estate of Lori Lamson, deceased. Therefore, in accordance with Chapter 44, Article 1, Section 11 of the West Virginia Code, it is hereby requested that the Sheriff of Upshur County serve as Administrator of the estate of Lori Lamson, a resident of Buckhannon District, Upshur County, West Virginia.

TESTE: Carol Smith, CLERK

July, 31, 2022

TO: All Software Systems, Inc. Maintenance Contract Customers

SUBJECT: Changes in Maintenance Contract Amounts

Please find enclosed your new maintenance contract amounts. As we announced March 1, 2022, we have increased our billing rates effective July 1, 2022. This is the only increase we've done since 2004. The new rates are reflected on the enclosed maintenance contracts. As a reminder, the level 2 and level 3 amounts are based on your "usage" for the period 7/1/2021 through 6/30/2022. Each month, we include in our billing, a page with a header that says "Maintenance Information". It also notes that you are not to pay that amount, but it is the value of the services you have received under your maintenance contract. We do this so that you will recognize what factors influence the price of our support. You are effectively paying this year for services you received last year. We do not just bill a flat fee for our support. We compute different fees based on the amount of help each of our customers require. This is done in an effort to allow you to spread equal payments across the entire year, rather than having ups and downs in the amount due each month, and to be as fair as possible with our support charges.

Please enter the level of maintenance you want for each system in the column second from the right. Also, then please initial each line. If you do not make an entry in the "2022-2023" column, we will assume you wish to continue the same level as last year.

Please also note that we have assumed most counties would continue the same level of maintenance this year as last year. The invoice for July 2022 reflects new rates for the same level of maintenance you had last year. If you determine you wish to change the level of maintenance, we will adjust the amount, and make corresponding changes to the charges for services performed in July 2022.

We look forward to bringing you additional program enhancements this year under the Level 1 terms of your maintenance contracts, and as usual are anxious to help you with all your computing needs.

Upshur County Commission
 Upshur County Courthouse
 40 W. Main St.
 Buckhannon WV 26201

Please find below the 2022-2023 maintenance charges proposed for your office(s). Level 1 charges are for program updates as per our maintenance contract. Level 2 charges are for telephone support. In the following list, you will find the number of calls we received from your staff, returned to your staff, or had our computer call your computer to evaluate a problem or transfer a program update. We also compute a Level 3 charge based on time spent performing data conversions and other on-site tasks. Some or all of the applications listed below were covered by maintenance contracts last year. We have indicated the level of maintenance you selected last year for each application. Unless we hear from you, we will continue to bill you for the same levels you selected last year, at the new rates. If you wish to make changes in your level of coverage, or have other questions about our maintenance contracts, please give us a call. If you are making changes, or wish to confirm your selections, please indicate the level of maintenance you require, and initial that line on this form. Please return any forms requesting changes in maintenance coverage as soon as possible.

<u>Application</u>	<u>Level 1 Charge</u>	<u>Number of Calls</u>	<u>Level 2 Charge</u>	<u>Level 3 Charge</u>	<u>Last Yr</u>	Select New Level of Maintenance	
						<u>2022-23</u>	<u>Initials</u>
Assessor Supplementals	\$66.70	11 + lv2	\$66.70 \$37.00 \$103.70	N/A	2	<u>2</u>	___
Budget/Payroll	N/A	1 + lv2	N/A \$4.00 \$4.00	N/A	2	<u>2</u>	___
DMV Processing	\$57.50	0 + lv2	\$57.50 \$2.00 \$59.50	N/A	2	<u>2</u>	___
Jury Selection and Processing	\$57.50	2 + lv2	\$57.50 \$6.00 \$63.50	N/A	2	<u>2</u>	___

ACCEPTED: _____ DATE: _____

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<u>Application</u>	<u>Level 1 Charge</u>	<u>Number of Calls</u>	<u>Level 2 Charge</u>	<u>Level 3 Charge</u>	<u>Last Yr</u>	Select New Level of Maintenance	
						<u>2022-23</u>	<u>Initials</u>
Circuit Court Processing	\$345.00	41 + lv2	\$345.00	N/A	2	<u>2</u>	_____
			<u>\$133.00</u>				
			\$478.00				
Sheriff's Accounting	\$287.50	13 + lv2	\$287.50	N/A	2	<u>2</u>	_____
			<u>\$40.00</u>				
			\$327.50				
System/Hardware	N/A	9 + lv2	N/A	N/A	2	<u>2</u>	_____
			<u>\$34.00</u>				
			\$34.00				
Tax Collection	\$287.50	21 + lv2	\$287.50	\$287.50	3	<u>3</u>	_____
			<u>\$88.00</u>	\$88.00			
			\$375.50 + lv3	<u>\$99.12</u>			
				\$474.62			

ACCEPTED: _____ DATE: _____

Upshur County Commission
 Upshur County Courthouse
 40 W. Main St.
 Buckhannon WV 26201

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<u>Application</u>	<u>Level 1 Charge</u>	<u>Number of Calls</u>	<u>Level 2 Charge</u>	<u>Level 3 Charge</u>	<u>Last Yr</u>	<u>Select New Level of Maintenance 2022-23</u>	<u>Initials</u>
Tax Internet Inquiry	\$115.00	0 + lvl2	\$115.00 \$2.00 \$117.00	N/A	2	2	_____
Tax On-line Payments	\$86.25	1 + lvl2	\$86.25 \$4.00 \$90.25	N/A	2	2	_____

ACCEPTED: _____ DATE: _____



Upshur County Sheriff's Financial Statement

For Period Ending : **July 2022**

FUND NAME	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 001 GENERAL COUNTY FUND	\$ 1,295,259.55	\$ 714,501.16	\$ (1,287,865.00)	\$ 721,895.71
FUND - 002 COAL SEVERANCE TAX FUND	\$ 52,524.05	\$ 24,589.15	\$ -	\$ 77,113.20
FUND - 003 DOG AND KENNEL FUND	\$ 35,354.26	\$ 21,495.73	\$ (5,530.76)	\$ 51,319.23
FUND - 004 GENERAL SCHOOL FUND	\$ 28,300.97	\$ 2,967.49	\$ -	\$ 31,268.46
FUND - 005 MAGISTRATE COURT FUND	\$ -	\$ 1,239.75	\$ (21.62)	\$ 1,218.13
FUND - 006 WORTHLESS CHECK FUND	\$ 125,816.16	\$ 54.91	\$ (5,197.50)	\$ 120,673.57
FUND - 007 E-911 FUND	\$ 1,059,191.10	\$ 34,958.14	\$ (35,941.29)	\$ 1,058,207.95
FUND - 008 HOME CONFINEMENT FUND	\$ 17,555.07	\$ 7,547.95	\$ (2,760.53)	\$ 22,342.49
FUND - 013 CURRY PARK FUND	\$ 26,872.53	\$ 2,261.41	\$ (1,231.31)	\$ 27,902.63
FUND - 015 CURRY LIBRARY FUND	\$ 10,624.10	\$ 1,686.74	\$ (1,728.65)	\$ 10,582.19
FUND - 018 AIRPORT CONSTRUCTION FUND	\$ -	\$ -	\$ -	\$ -
FUND - 019 UPSHUR COUNTY FIRE FEE FUND	\$ 8,161.11	\$ 82,196.63	\$ (8,061.11)	\$ 82,296.63
FUND - 021 EE HEALTH CARE REIMBURSEMENT FUND	\$ 26,702.43	\$ 27,024.20	\$ (21,844.30)	\$ 31,882.33
FUND - 039 COAL REALLOCATION FUND	\$ -	\$ -	\$ -	\$ -
FUND - 052 EMPLOYEE BENEFITS FUND	\$ 1,119,698.64	\$ 44.47	\$ (1,975.00)	\$ 1,117,768.11
FUND - 056 ASSESSOR'S VALUATION FUND	\$ 209,797.53	\$ 22,950.47	\$ (2,313.53)	\$ 230,434.47
FUND - 058 UP.CO.FIN.STBL.FUND	\$ 1,625,275.90	\$ 1,033.05	\$ -	\$ 1,626,308.95
FUND - 059 CONCEALED WEAPONS FUND	\$ 26,075.79	\$ 946.05	\$ -	\$ 27,021.84
FUND - 063 VOTER'S REGISTRATION FUND	\$ 1,116.24	\$ 0.04	\$ -	\$ 1,116.28
FUND - 071 JURY FUND	\$ 15,080.36	\$ -	\$ -	\$ 15,080.36
FUND - 073 SPECIAL LAW ENFRMNT INVESTIGATION FUND	\$ 2,487.63	\$ 0.10	\$ -	\$ 2,487.73
FUND - 078 CHILD EXCHANGE & VISITATION FUND	\$ 48,600.89	\$ -	\$ -	\$ 48,600.89
FUND - 079 SPAYING & NEUTERING FUND	\$ 35,016.39	\$ 650.00	\$ (1,637.56)	\$ 34,028.83
FUND - 080 COMM. CORR. FUND	\$ 1,041,023.11	\$ 152,040.84	\$ (149,075.01)	\$ 1,043,988.94
FUND - 102 AIRPORT IMP. PROJECT FUND	\$ -	\$ -	\$ -	\$ -
FUND - 104 ELKINS ROAD PSD FUND	\$ -	\$ 23,997.39	\$ (23,997.39)	\$ -
FUND - 105 ADRIAN PSD WATERLINE PHASE VI FUND	\$ -	\$ -	\$ -	\$ -
FUND - 245 UPSHUR COUNTY WELLNESS COMPLEX FUND	\$ 4,760.00	\$ -	\$ -	\$ 4,760.00
FUND - 248 IND. PARK SEWER FUND	\$ -	\$ -	\$ -	\$ -
FUND - 311 DMV LICENSE FUND	\$ -	\$ 60,355.50	\$ (60,355.50)	\$ -
FUND - 312 CRIMINAL CHARGES FUND	\$ 45.00	\$ 367.00	\$ (367.00)	\$ 45.00
FUND - 313 COURT REPORTER FUND	\$ -	\$ -	\$ -	\$ -
FUND - 314 STATE FINES FUND	\$ -	\$ 1,101.00	\$ (1,101.00)	\$ -
FUND - 315 STATE POLICE FUND	\$ 5.00	\$ 465.00	\$ (465.00)	\$ 5.00
FUND - 316 STATE CURRENT FUND	\$ -	\$ 7,007.51	\$ (7,007.51)	\$ -
FUND - 317 COURTHOUSE FACILITIES IMPROVEMENT FUND	\$ -	\$ -	\$ -	\$ -
FUND - 364 TAX LIEN FUND	\$ 165,298.80	\$ 4,684.65	\$ (4,320.07)	\$ 165,663.38
FUND - 365 DELQ & NONENT LAND	\$ 1,665.22	\$ -	\$ (1,565.22)	\$ 100.00
FUND - 366 BOARD OF HEALTH FUND	\$ 350,358.95	\$ 28,798.45	\$ (52,618.53)	\$ 326,538.87
FUND - 369 WV DEPUTY SHERIFF'S RETIREMENT FUND	\$ 758.00	\$ 538.00	\$ (758.00)	\$ 538.00
FUND - 373 SCHOOL CURRENT FUND	\$ -	\$ 546,596.38	\$ (546,596.38)	\$ -
FUND - 374 SCHOOL EXCESS LEVY FUND	\$ -	\$ 276,933.62	\$ (276,933.62)	\$ -
FUND - 375 SCHOOL BOND FUND	\$ -	\$ -	\$ -	\$ -
FUND - 378 CITY CURRENT FUND	\$ -	\$ 65,289.16	\$ (65,289.16)	\$ -
FUND - 379 CITY VOTED LIBRARY FUND	\$ -	\$ 7,834.61	\$ (7,834.61)	\$ -
FUND - 206 COVID 19 FUND	\$ -	\$ -	\$ -	\$ -
FUND - 207 AMERICAN RECOVERY FUND	\$ 1,878,752.85	\$ 2,348,088.25	\$ -	\$ 4,226,841.10
FINAL TOTALS	\$ 9,212,177.63	\$ 4,470,244.80	\$ (2,574,392.16)	\$ 11,108,030.27
BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:	\$ 12,021,693.99	\$ -	\$ -	\$ -
ORDERS/DEBITS OUTSTANDING:	\$ (1,859,414.76)			
DEPOSITS/CREDITS OUTSTANDING:	\$ 944,001.04			
NET BANK BALANCE	<u>\$ 11,106,280.27</u>			
PETTY CASH / CASH DRAWERS	\$ 1,750.00			
CASH SPECIAL INVESTIGATION FUND	\$ -			
ADJUSTMENT	<u>\$ -</u>			
TOTAL IN COUNTY DEPOSITORIES AND OFFICE:	<u>\$ 11,108,030.27</u>			

I, Virgil D. Miller, Sheriff of Upshur County do solemnly swear that the foregoing is a true and correct statement to the best of my knowledge.

Virgil D. Miller
 Virgil D. Miller
 Sheriff & Treasurer, Upshur County
 8/12/2022



Upshur County Sheriff's Financial Statement

For Period Ending: **July 2022**

Bank Balance Listing

BANK NAME	ACCOUNT NAME	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
CITIZENS BANK OF WEST VIRGINIA					
	GENERAL COUNTY FUND - IBCK	\$ 171,527.86	\$ -	\$ 438,204.00	\$ 609,731.86
	COAL SEVERANCE - IBCK	\$ 77,113.20	\$ -	\$ -	\$ 77,113.20
	E-911 - IBCK	\$ 1,059,062.35	\$ (854.40)	\$ -	\$ 1,058,207.95
	CURRY PARK - IBCK	\$ 28,701.54	\$ (798.91)	\$ -	\$ 27,902.63
	CURRY LIBRARY - IBCK	\$ 10,582.19	\$ -	\$ -	\$ 10,582.19
	ASSESSOR'S VALUATION - IBCK	\$ 209,201.34	\$ (950.00)	\$ 22,183.13	\$ 230,434.47
	UP. CO. FIN. STAB. FUND - IBCK	\$ 1,626,308.95	\$ -	\$ -	\$ 1,626,308.95
	CONCEALED WEAPONS - IBCK	\$ 26,886.84	\$ (75.00)	\$ 210.00	\$ 27,021.84
	GENERAL TAX - IBCK	\$ 1,008,304.39	\$ (1,311,770.26)	\$ 303,465.87	\$ -
	BOARD OF HEALTH FUND - IBCK	\$ 314,454.11	\$ -	\$ 1,472.46	\$ 315,926.57
	OASIS CLEARING - CKNG	\$ -	\$ -	\$ -	\$ -
	UPSHUR CO. FIRE FEE - IBCK	\$ 90,601.63	\$ (12,680.00)	\$ 4,375.00	\$ 82,296.63
	UP CO COAL REALLOCATION - IBCK	\$ -	\$ -	\$ -	\$ -
	EMPLOYEE BENEFITS - IBCK	\$ 1,117,768.11	\$ -	\$ -	\$ 1,117,768.11
	SP LAW ENF INVESTIGATION - IBCK	\$ 2,487.73	\$ -	\$ -	\$ 2,487.73
	COMMUNITY CORRECTIONS - IBCK	\$ 905,057.03	\$ (113.09)	\$ 139,045.00	\$ 1,043,988.94
	PARKS/REC CLEARING - CKNG	\$ 5,893.05	\$ (5,893.05)	\$ -	\$ -
	ADDRESSING/MAPPING CLEARING	\$ 150.00	\$ (150.00)	\$ -	\$ -
	TAX CLEARING - CKNG	\$ 98,220.32	\$ (126,736.90)	\$ 28,516.58	\$ -
	BOARD OF HEALTH PAYROLL - CKNG	\$ 7,769.89	\$ (2,949.10)	\$ -	\$ 4,820.79
	GENERAL COUNTY OPERATING - CKNG	\$ 407,007.92	\$ (296,594.07)	\$ -	\$ 110,413.85
	DOG & KENNEL - CKNG	\$ 51,983.68	\$ (664.45)	\$ -	\$ 51,319.23
	GENERAL COUNTY MISC -CKNG	\$ 32,508.21	\$ (21.62)	\$ -	\$ 32,486.59
	WORTHLESS CHECK - IBCK	\$ 120,673.57	\$ -	\$ -	\$ 120,673.57
	HOME CONFINEMENT - IBCK	\$ 22,592.49	\$ (250.00)	\$ -	\$ 22,342.49
	EE HEALTH CARE REIMB - IBCK	\$ 32,245.98	\$ (363.65)	\$ -	\$ 31,882.33
	VOTER'S REGISTRATION - IBCK	\$ 1,116.28	\$ -	\$ -	\$ 1,116.28
	JURY - CKNG	\$ 15,132.68	\$ (52.32)	\$ -	\$ 15,080.36
	CHILD EXCHG & VISITATION - CKNG	\$ 48,600.89	\$ -	\$ -	\$ 48,600.89
	SPAY & NEUTER - CKNG	\$ 34,332.83	\$ (550.00)	\$ 246.00	\$ 34,028.83
	ELKINS ROAD PSD - CKNG	\$ 23,997.39	\$ (23,997.39)	\$ -	\$ -
	AMERICAN RECOVERY FUND - IBCK	\$ 4,226,841.10	\$ -	\$ -	\$ 4,226,841.10
	WELLNESS COMPLEX - CKNG	\$ 4,760.00	\$ -	\$ -	\$ 4,760.00
	DMV LICENSE - CKNG	\$ 54,291.50	\$ (60,355.50)	\$ 6,064.00	\$ -
	STATE CLEARING - CKNG	\$ 1,513.00	\$ (1,468.00)	\$ -	\$ 45.00
	STATE POLICE - CKNG	\$ 465.00	\$ (465.00)	\$ 5.00	\$ 5.00
	TAX LEIN - CKNG	\$ 169,983.45	\$ (4,320.07)	\$ -	\$ 165,663.38
	DELQ & NON-ENTERED LAND - CKNG	\$ 1,665.22	\$ (1,565.22)	\$ -	\$ 100.00
	BOARD OF HEALTH OPERATING - CKNG	\$ 11,568.27	\$ (5,776.76)	\$ -	\$ 5,791.51
	WVDSRF - CKNG	\$ 324.00	\$ -	\$ 214.00	\$ 538.00
	BANK TOTAL	\$ 12,021,693.99	\$ (1,859,414.76)	\$ 944,001.04	\$ 11,106,280.27
SUMMARY:					
	TOTAL ALL BANKS	\$ 12,021,693.99	\$ (1,859,414.76)	\$ 944,001.04	\$ 11,106,280.27
	PETTY CASH / CASH DRAWERS				\$ 1,750.00
	CASH SPECIAL INVESTIGATION FUND				\$ -
	GRAND TOTAL				\$ 11,108,030.27

Notice of Meeting

for

Upshur County Fire Board, Incorporated

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

Location: Selbyville Volunteer Fire Department Selbyville, WV
Date: Tuesday, August 16, 2022
Time: 6:30 p.m.

AGENDA

Call Meeting to Order

Approval of Minutes---July 19, 2022

Public Questions/Comment Period

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

- Cumulative report

Financial Matters/Items

- Bank Statement---Checking Account Balance as of 07/29/2022---\$56,852.97
- Disbursement from Chief Tax Deputy for July---\$82,196.63

Payment of Bills/Invoices

- *Software Systems---monthly maintenance & 2022 conversion of records---Invoice #36439---\$527.00
- *Upshur County Commission---reimbursement---postage machine---April-June 2022---\$538.98

Renewal of Tax Deputy Incentive

Review and Approval of Corrective Tickets and Exoneration requests

Other Items/Matters to Consider

Date of Next Meeting---September 20, 2022---Adjournment

**City Council of Buckhannon – 7:00 pm in Council Chambers
Meeting Agenda for Thursday, August 18, 2022**

Channel 3 is Live Streaming our City Council Meetings at <https://www.facebook.com/ch3buckhannon/> Please send public comments to buckhannon@buckhannonwv.org via email 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 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 Dr. Sara Lewis-Stankus, Superintendent Upshur County Schools RE: The Excess Levy Renewal

C. Department & Board Reports

- C.1 Public Works Director- Jerry Arnold
- C.2 Finance Director- Amberle Jenkins
- C.3 Police Chief- Matthew Gregory
- C.4 City Attorney- Tom O'Neill

D. Correspondence & Information

- D.1 Report of Cat & Dog Activity –Upshur County Commission-June 2022
- D.2 Letter of Concern-Non Functioning Generator to Mountain State Electrical Contractors, LLC RE: Brooke Street Lift Station Emergency Power Generator FEMA
- D.3 Notice of Police Civil Service Commission-Accepting Applications for Probationary Police Officer Eligibility List
- D.4 Notice Accepting Letters of Intent for Competitive Examination for Position of the Rank of Lieutenant in the BFD
- D.5 Letter of Resignation- Dennis Cortes- Upshur County Parks & Recreation Advisory Board
- D.6 Letter from David McCauley-Gift Supporting to SYCC Capital Campaign
- D.7 Mayor's Welcome Letter-84th Mountain State Forest Festival
- D.8 Par Mar Oil Company- Zoning Form to ABCA
- D.9 Police Officer Official Oath- Dylan Major
- D.10 Town Hall Meeting–Public Input Survey Results on SYCC Multi-Purpose Building

E. Consent Agenda

- E.1 Approval of Minutes -Regular Meeting 07/07/2022, 07/21/2022, 08/02/2022, Special Meeting 07/12/2022
- E.2 Approval of Building and Wiring Permits
- E.3 Approval of Payment of the Bill

F. Strategic Issues for Discussion and/or Vote

- F.1 Approval to Accept Bid Opening Results –New Excavator for Street Department
- F.2 Approval of Financing for the New Excavator
- F.3 Approval Mutual Aid Agreement between Buckhannon Police Department & Harrison County Sheriff's Department
- F.4 Approval City Organizational Chart
- F.5 Continued Discussion Council Vacancy Protocol
- F.6 Authorization to Explore Interest Rates for the SYCC Building Project
- F.7 Approval to Reschedule the City Council Meeting Dates in September to Tuesday 09/06/22 & Tuesday 09/20/22
- F.8 Approval City of Buckhannon Appointments FY 2022/2023-Continued from July 7th

G. Comments and Announcements

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

H. Mayor's Comments and Announcements

I. Adjournment

Posted 08/15/2022

**Buckhannon-Upshur Chamber of Commerce
Meeting Minutes
July 6, 2022**

Welcome- meeting was held at the Office of Emergency Management.

Motion to approve minutes by Melodie Stemple, second by Keith Buchanan. All in favor – motion carried.

Treasurer's Report- Financial report was emailed to all members prior to the meeting for review. Balance as of 6.30.2022- Checking \$15,698.66 Money Market \$25,005.11.

Old Business-

- Pool Banner project is complete.
- Façade Grant was approved for the office hanging sign. The additional 50% will be divided between the CVB and Chamber.

New Business-

- We will hold a Lunch & Learn on August 23rd at noon at The Opera House on Regulatory- Licensing/Tax. The Lunch & Learn series is held monthly and is a partnership between the Chamber, SBDC, UCDA and First Microloan.
- We are looking for applicants for Leadership Upshur- contact the Chamber for more info.

Reports from Collaborative Organizations and Standing Committees:

West Virginia Strawberry Festival –New Board members in place- next meeting is Aug 2 at 7pm at the Legion.

Upshur County Development Authority- 1 office space available- adding GSI to the website.

Southern Upshur Business Association (SUBA) – Tickets for dinnerless dinner are on sale- proceeds will go to Christmas Store.

Upshur County Convention and Visitor's Bureau (CVB)- New fiscal year- open position Event Center Manager

Create Buckhannon –FF youth night July 29th- valor banners for next May- working on fishing piers

City of Buckhannon- Kanawha/Senior closed- Fire Department hires 1 BPD hired 2 new officers. 3 key City employees retire.

County Commission – Upgrade to the animal facility. Bids to replace exterior lift for courthouse.

Mountain CAP of WV- New funding for family support system.

WVWC-

St. Joseph's Hospital- Golf Tournament will take place August 4th.

Rotary – Blood Screening in July - Blood drive August 19th from 11-3.

Guest Speaker- Office of Emergency Management

Announcements- Next Meeting will be August 10th.

Adjourn

Buckhannon-Upshur Chamber of Commerce

INCOME:	2022 Proposed:	7/31/2022 ACTUAL:
Annual Dinner	16500	10,160.00
Fundraisers/Sponsorships	12700	16,644.59
Interest Inc.		
Lunch Inc.	1200	261
Member Dues	24500	10,605.26 *2021-\$9784.00
CVB Employee Service	6500	3,489.22
Misc.		
TOTAL INCOME:	61400	41,160.07
EXPENSES:		ACTUAL:
Advertising/Signs	300	67.01
Annual Dinner	7000	2,367.76
Catering	1200	337.16
Conference Fee	350	350
Employee Payroll & Taxes	42000	23,784.40
Fundraiser Development	2500	4900
Insurance	1400	1,468.39
Office Supplies & Expenses	500	391.54
Organizational Dues	220	575.00
Postage	180	42.14
Rent	3600	1,800.00
Telephone & Internet	620	306
Travel Expenses	500	
Utilities	900	450
Website Dev. & Maint.	130	308.75
	61400	37148.15
Checking	12,966.85	
Money Market	25,010.25	

**Upshur County Safe Structures and Sites Enforcement Board
July 14, 2022**

Members present: Greg Harris, Chris Cook, Chris Garrett, JB Kimble and Chris Alkire
Members absent: none
Others present: Cindy Hughes, Assistant Administrator

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

The June 9, 2022 meeting minutes were reviewed. On Motion by Chris Alkire, seconded by Chris Cook, the meeting minutes were approved as presented.

Election of Officers: On Motion by Chris Alkire, seconded by Chris Cook to accept the following Officers; President: Chris Garrett, Vice President: Chris Alkire, Secretary: Chris Cook.

The Enforcement Board reviewed the following cases:

031022-01 (George): Reviewed photographs of property. No improvements noted. The property owner has been served. The Commission Administrator and/or Assistant Administrator continue to investigate the legal matters surrounding the property's responsible party. On Motion by Chris Garrett, seconded by James Kimble, the Board moved to turn the property over to the County Commission for further action.

051321-01 (Hyre / Valusia Ventures LLC): Reviewed photographs of property. On Motion by Chris Alkire, seconded by Chris Cook, the Board moved to provide the owner with a second 30-day extension until August 10, 2022 to bring the property into compliance with the Ordinance. The Commission Office will continue to attempt to find individual contact information for Valusia Ventures LLC.

051222-01—(Ireland): Property owner is deceased. Property owner's son is Justin Ireland. No change in the status of the property. The Board agrees that the significant issue is the accessibility of the Right of Way on the property. Greg Harris to contact Tom Rise, with the Department of Highways, who may have more of an invested interest in clearing the property's Right of Way. On Motion by Chris Alkire, seconded by Chris Cook, the Board moved to provide a 30-day extension until August 10, 2022 for the property to be in compliance with the Ordinance.

060922-01 (Bank of NY Mellon): This property is located on Orchard Drive. Chris Garrett, with the Upshur County Health Department, conducted several site visits, including a septic system inspection, and no issues were identified. He encountered a squatter on the property during one visit. The property has been mowed. Discussion suggests that the property may have been purchased by the individual who originally filed the property complaint. On motion by James Kimble, seconded by Chris Alkire, the Board moved to table the investigation of the property until more information can be obtained.

The Enforcement Board reviewed the following new cases:

071422-01 (Kennedy) Location of property is 260 Rock Cave Road. On motion by Chris Alkire, seconded by Chris Cook, the Board moved to provide a letter of investigation to the property owner.

Public Comment: None

Other Business:

The next meeting will be held on Thursday, August 11, 2022 at 3:00 p.m. in the Upshur County Commission Administrative Annex, 91 West Main Street, Suite 101, Buckhannon, WV. On motion by Greg Harris, seconded by Chris Cook, the meeting adjourned at 3:40 p.m.

Approved by:



Greg Harris, Enforcement Officer

08-11-22
Date



Chris Garrett, Board Member

8/11/2022
Date

James B. Kimble, Board Member

Date



Chris Alkire, Board Member

8/11/22
Date



Chris Cook, Board Member

8/11/22
Date