

Upshur County Commission Meeting Agenda

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

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

Date of Meeting: September 22, 2022

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• September 15, 2022

9:15 a.m. Bid opening and potential award for Community Corrections Roof Replacement Project*

9:30 a.m. Discuss potential property acquisition *
Item may lead to Executive Session per WV Code §6-9A-4

2:00 p.m. Hearing to consider objection to the first annual settlement with a request to have personal representative removed in the Estate of Naomi Given, deceased. *

Items for Discussion / Action / Approval:

1. Establish date and time for Trick or Treat *
2. Approval and signature of the Management Representation Letter for a Single Audit for period ending June 30, 2021. * [Pages 5-10](#)
3. Approval and signature of the Victims of Crime Act (VOCA) Supplemental Grant #23-SVA-072 Contract Agreement, Resolution, Subgrantee Schedule of Payments and Request for Funds Form for the grant award in the amount of \$13,147.00. * [Pages 11-19](#)
4. Approval and signature of correspondence to Jade Jones Chickerell regarding improper utilization of Commission owned FEMA property located on Camp Road. * [Pages 20-22](#)
5. Consider resignation of employee. *
Item may lead to Executive Session per WV Code §6-9A-4 (A) [Under separate cover](#)
6. Consider resignation of employee. *
Item may lead to Executive Session per WV Code §6-9A-4 (A) [Under separate cover](#)
7. Approval of advertisement for a full-time Tax Deputy position in the Upshur County Sheriff's Tax Office. Applications are due by 4 p.m. on Monday October 3, 2022.* [Pages 23-24](#)
8. 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. Weyerhaeuser Giving Fund Grant Application in the amount of \$2,004,050 on behalf of Upshur County Youth Camp. If awarded, the funds will be utilized to complete renovations, repairs and upgrades at the facility. * Pages 25-34
 2. Upshur County Sheriff's Financial Statement for period ending August, 2022. Pages 35-36
 3. Upshur County Building & Floodplain Permits for the month of August, 2022. Pages 37-39
 4. Lewis-Upshur Animal Control Facility Reports for the month of August, 2022. Pages 40-44
 - Adoption Financial Transactions
 - Cat Report
 - Animal Report
 - Animal Control/Humane Officer Animal Report
 5. Upshur County Mileage Reports – August, 2022 Pages 45-54
 - Addressing and Mapping
 - Community Corrections
 - Dog Pound
 - Emergency Management
 - Maintenance
 - Sheriff
 - Upshur 911
 6. Public Notices:
 - a) Newsletters and/or Event Notifications:
 - b) Agendas and/or Notice of Meetings:

• Upshur County Fire Board, Inc.	September 20, 2022	Page 55
• Buckhannon-Upshur Parks and Recreation Advisory Board	September 20, 2022	Page 56
• Lewis/Upshur LEPC	September 21, 2022	Page 57
• City Council of Buckhannon *Special Meeting	September 21, 2022	Page 58
• Upshur County Farmland Protection Board *Special Meeting	September 22, 2022	Page 59
- Meeting Minutes:
- | | | |
|---|---------------|---------|
| • Upshur County Farmland Protection Board | June 1, 2022 | Page 60 |
| • Upshur County Farmland Protection Board | June 29, 2022 | Page 61 |

c) Meetings: *CHANGES ARE NOTED IN BOLD TYPE

Banks District Volunteer Fire Department	Thu	9/1/2022	7:00 PM
City Council of Buckhannon	Thu	9/1/2022	7:00 PM
Selbyville VFD	Thu	9/1/2022	7:00 PM
Adrian PSD	Thu	9/1/2022	3:00 PM
Upshur-Buckhannon Board of Health	Thu	9/1/2022	6:00PM
Elkins Road PSD	Tue	9/6/2022	5:00 PM
Upshur County Safe Sites & Structures Enforcement Board	Thu	9/8/2022	3:00 PM
Buckhannon VFD	Thu	9/8/2022	7:30 PM
UCDA-Executive Board Meeting	Thu	9/8/2022	7:00 AM
Region VI Local Elected Officials-Stonewall Jackson Resort	Fri	9/9/2022	11:00 AM
Washington District VFD	Sun	9/11/2022	6:00 PM
Upshur County Family Resource Network	Mon	9/12/2022	12:00 PM
Upshur County Solid Waste Authority	Mon	9/12/2022	4:30 PM
Buckhannon-Upshur Recreational Park Advisory Board	Mon	9/12/2022	5:30 PM
Buckhannon-Upshur Airport Authority	Mon	9/12/2022	4:00 PM
Hodgesville PSD	Tue	9/13/2022	4:00 PM
Adrian VFD	Tue	9/13/2022	7:30 PM
Upshur County Senior Center Board	Tue	9/13/2022	12:00 PM
Warren District VFD	Tue	9/13/2022	7:00 PM
Upshur County Convention and Visitors Bureau	Wed	9/14/2022	3:00 PM
Tennerton PSD	Wed	9/14/2022	3:00 PM
Buckhannon-Upshur Chamber of Commerce	Wed	9/14/2022	12:00 PM
Ellamore VFD	Wed	9/14/2022	7:00 PM
Buckhannon River Watershed Association	Wed	9/14/2022	6:00 PM
Upshur County Farmland Protection Board 3rd Thursday	Thu	9/15/2022	6:00 PM
Upshur County Youth Camp Board	Thu	9/15/2022	6:30 PM
Wes-Mon-Ty Resource Conservation & Development Council	Fri	9/16/2022	10:00 AM
Upshur County Fire Board, Inc. @ Banks District VFD	Tue	9/20/2022	6:30 PM
Upshur County Public Library Board	Wed	9/21/2022	4:00 PM
Lewis Upshur LEPC-Upshur Co. Location	Wed	9/21/2022	12:00 PM
UC Enhanced Emergency Telephone Advisory Board	Tue	9/27/2022	3:00 PM
Upshur County Fire Fighters Association	Wed	9/28/2022	7:00 PM
Lewis-Upshur Community Corrections Board *@Lewis County Day Report Center	Mon	10/17/2022	6:00 PM

7. No Appointments Needed or Upcoming.

***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)

Next Regular Meeting of the Upshur County Commission
September 29, 2022 --- 9:00 a.m.
Upshur County Courthouse Annex

UPSHUR COUNTY COMMISSION

Upshur County Administrative Annex
91 West Main Street, Suite 101 • Buckhannon, West Virginia 26201

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

TDD Numbers
Business: 472-9550
Emergency: 911

Management Representation Letter

9/22/2022

West Virginia State Auditor's Office
Chief Inspector Division
Building 1, Room W-420
Charleston, WV 25305

This representation letter is provided in connection with your audit of the financial statements of Upshur County, West Virginia, which comprise the respective financial position of the governmental activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information as of June 30, 2021, and the respective changes in financial position for the period then ended, and the disclosures (collectively, the "financial statements"), for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, other than any exceptions that we may have become aware of as a result of findings that the auditor has provided to us, as of 9/22/2022, the following representations made to you during your audit.

Financial Statements

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated May 13, 2022, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP and for preparation of the supplementary information in accordance with the applicable criteria.
- 2) The financial statements referred to above are fairly presented in conformity with U.S. GAAP and include all properly classified funds and other financial information of the primary government and all component units required by generally accepted accounting principles to be included in the financial reporting entity.

An Equal Opportunity Employer

- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) Significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.
- 6) Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with U.S. GAAP.
- 7) Adjustments or disclosures have been made for all events, including instances of noncompliance, subsequent to the date of the financial statements that would require adjustment to or disclosure in the financial statements or in the schedule of findings and questioned costs.
- 8) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.

Information Provided

- 9) We have provided you with:
 - a. Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records (including information obtained from outside of the general and subsidiary ledgers), documentation, and other matters and all audit or relevant monitoring reports, if any, received from funding sources.
 - b. Additional information that you have requested from us for the purpose of the audit.
 - c. Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
 - d. Minutes of the meetings of the government or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 10) All material transactions have been recorded in the accounting records and are reflected in the financial statements and the schedule of expenditures of federal awards.
- 11) We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- 12) We have no knowledge of any fraud or suspected fraud that affects the entity and involves:
 - a. Management,
 - b. Employees who have significant roles in internal control, or
 - c. Others where the fraud could have a material effect on the financial statements.
- 13) We have no knowledge of any allegations of fraud or suspected fraud affecting the entity's financial statements communicated by employees, former employees, regulators or others.

- 14) We have no knowledge of instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or waste or abuse, whose effects should be considered when preparing financial statements.
- 15) We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements.
- 16) We have disclosed to you the identity of related parties and all the related party relationships and transactions of which we are aware.

Government – specific

- 17) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- 18) We have a process to track the status of audit findings and recommendations.
- 19) We have identified to you any previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- 20) We have provided our views on reported findings, conclusions, and recommendations, as well as our planned corrective actions, for the report.
- 21) The government has no plans or intentions that may materially affect the carrying value or classification of assets, deferred outflows of resources, liabilities, deferred inflows of resources, and fund balance or net position.
- 22) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts; and legal and contractual provisions for reporting specific activities in separate funds.
- 23) We have identified and disclosed to you any instances that have occurred or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that we believe have a material effect on the financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance.
- 24) We have identified and disclosed to you any instances, which have occurred or are likely to have occurred, of noncompliance with provisions of contracts and grant agreements that we believe have a material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.
- 25) There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.
- 26) The government has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- 27) The government has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
- 28) The financial statements include all component units as well as jointly governed organizations and other related organizations.
- 29) The financial statements properly classify all funds and activities, in accordance with GASB Statement No. 34.

- 30) All funds that meet the quantitative criteria in GASB Statement Nos. 34 and 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
- 31) Components of net position (net investments in capital assets; restricted; and unrestricted), and classifications of fund balance (nonspendable, restricted, committed, assigned, and unassigned) are properly classified and, if applicable, approved.
- 32) Provisions for uncollectible receivables have been properly identified and recorded.
- 33) Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
- 34) Revenues are appropriately classified in the statement of activities within program revenues, and general revenues.
- 35) Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
- 36) Deposits and investment securities are properly classified as to risk and are properly disclosed.
- 37) Capital assets are properly capitalized, reported and, if applicable, depreciated.
- 38) We have appropriately disclosed the government's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available and have determined that net position is properly recognized under the policy.
- 39) We are following our established accounting policy regarding which resources (that is, restricted, committed, assigned, or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available. That policy determines the fund balance classifications for financial reporting purposes.
- 40) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.
- 41) With respect to the supplementary information (SI), we acknowledge our responsibility for presenting the SI in accordance with accounting principles generally accepted in the United States of America, and we believe the SI, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America. The methods of measurement and presentation of the SI have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the SI.
- 42) Group financial information is accurately reported.
- 43) Actuarial assumptions and methods used to measure pension and OPEB liabilities and costs for financial accounting purposes are appropriate in the circumstances.
- 44) Investments are properly valued.
- 45) With respect to federal award programs:
 - a. We are responsible for understanding and complying with and have complied with the requirements of Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), including requirements relating to preparation of the schedule of expenditures of federal awards.

- b. We acknowledge our responsibility for presenting the schedule of expenditures of federal awards (SEFA) and related disclosures in accordance with the requirements of the Uniform Guidance, and we believe the SEFA, including its form and content, is fairly presented in accordance with the Uniform Guidance. The methods of measurement or presentation of the SEFA have not changed from those used in the prior period and we have disclosed to you any significant assumptions and interpretations underlying the measurement or presentation of the SEFA.
- c. We have identified and disclosed to you all of our government programs and related activities subject to the Uniform Guidance compliance audit, and have included in the SEFA expenditures made during the audit period for all awards provided by federal agencies in the form of federal awards, federal cost reimbursement contracts, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other direct assistance.
- d. We are responsible for understanding and complying with, and have complied with, the requirements of federal statutes, regulations, and the terms and conditions of federal awards related to each of our federal programs and have identified and disclosed to you the requirements of federal statutes, regulations, and the terms and conditions of federal awards that are considered to have a direct and material effect on each major program.
- e. We are responsible for establishing and maintaining, and have established and maintained, effective internal control over compliance for federal programs that provides reasonable assurance that we are managing our federal awards in compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a material effect on our federal programs. We believe the internal control system is adequate and is functioning as intended.
- f. We have made available to you all federal awards (including amendments, if any) and any other correspondence with federal agencies or pass-through entities relevant to federal programs and related activities.
- g. We have received no requests from a federal agency to audit one or more specific programs as a major program.
- h. We have complied with the direct and material compliance requirements, including when applicable, those set forth in the *OMB Compliance Supplement*, relating to federal awards and confirm that there were no amounts questioned and no known noncompliance with the direct and material compliance requirements of federal awards.
- i. We have disclosed any communications from federal awarding agencies and pass-through entities concerning possible noncompliance with the direct and material compliance requirements, including communications received from the end of the period covered by the compliance audit to the date of the auditor's report.
- j. We have disclosed to you the findings received and related corrective actions taken for previous audits, attestation engagements, and internal or external monitoring that directly relate to the objectives of the compliance audit, including findings received and corrective actions taken from the end of the period covered by the compliance audit to the date of the auditor's report.
- k. Amounts claimed or used for matching were determined in accordance with relevant guidelines in OMB's Uniform Guidance (2 CFR part 200, subpart E).
- l. We have made available to you all documentation related to compliance with the direct and material compliance requirements, including information related to federal program financial reports and claims for advances and reimbursements.

- m. We have disclosed to you the nature of any subsequent events that provide additional evidence about conditions that existed at the end of the reporting period affecting noncompliance during the reporting period.
- n. There are no such known instances of noncompliance with direct and material compliance requirements that occurred subsequent to the period covered by the auditor's report.
- o. No changes have been made in internal control over compliance or other factors that might significantly affect internal control, including any corrective action we have taken regarding significant deficiencies or material weaknesses in internal control over compliance, subsequent to the period covered by the auditor's report.
- p. Federal program financial reports and claims for advances and reimbursements are supported by the books and records from which the financial statements have been prepared.
- q. The copies of federal program financial reports provided you are true copies of the reports submitted, or electronically transmitted, to the respective federal agency or pass-through entity, as applicable.
- r. We have charged costs to federal awards in accordance with applicable cost principles.
- s. We are responsible for and have accurately prepared the summary schedule of prior audit findings to include all findings required to be included by the Uniform Guidance and we have provided you with all information on the status of the follow-up on prior audit findings by federal awarding agencies and pass-through entities, including all management decisions.
- t. We are responsible for and have ensured the reporting package does not contain protected personally identifiable information.
- u. We are responsible for and have accurately prepared the auditee section of the Data Collection Form as required by the Uniform Guidance.
- v. We are responsible for taking corrective action on each audit finding of the compliance audit and have developed a corrective action plan that meets the requirements of the Uniform Guidance.
- w. We have monitored subrecipients, as necessary, to determine that they have expended subawards in compliance with federal statutes, regulations, and the terms and conditions of the subaward and have met the other pass-through entity requirements of the Uniform Guidance.
- x. We have issued management decisions for audit findings that relate to federal awards made to subrecipients and such management decisions have been issued within six months of acceptance of the audit report by the Federal Audit Clearinghouse. Additionally, we have followed-up ensuring that the subrecipient has taken timely and appropriate action on all deficiencies detected through audits, on-site reviews, and other means that pertain to the federal award provided to the subrecipient.
- y. We have considered the results of subrecipient audits and have made any necessary adjustments to our books and records.

Signed: _____

Title: _____

GRANT CONTRACT AGREEMENT
BETWEEN
DIVISION OF ADMINISTRATIVE SERVICES
JUSTICE AND COMMUNITY SERVICES SECTION
AND
UPSHUR COUNTY COMMISSION

23-SVA-72

This **AGREEMENT**, entered into this **13th Day of September 2022** by the Assistant Director of the Division of Administrative Services, Justice and Community Services Section, hereinafter referred to as "JCS", and Upshur County Commission, hereinafter referred to as "Grantee."

WHEREAS JCS is the recipient of Victim of Crime Act (VOCA) Supplemental Grant Funds from the State of West Virginia; and

WHEREAS the Grantee is an eligible applicant who is desirous of receiving funds for: **This grant will fund staff in the Upshur County Prosecuting Attorney's Office to provide direct services to crime victims in Upshur County.**

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, hereinafter referred to as Attachment A.
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 as Attachment A.
4. The Grantee will commence its duties under the Agreement on **July 1, 2022** and shall continue those services/activities until **June 30, 2023**. 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 **\$13,147.00** 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. It is the understanding of all parties to this Agreement that JCS has determined that the

Grantee **will** receive an upfront scheduled allocation of funds.

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 Attachment A 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 Attachment A 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 as Attachment B 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 a part of Attachment A and such other special terms and conditions that JCS has set forth in Attachment C, which 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 by personal service or served when mailed certified U.S. Mail, postage prepaid, return receipt requested to the following addresses:

a. Justice and Community Services Section
1124 Smith Street, Suite 3100
Charleston, West Virginia 25301-1323

b. **Grantee Mailing Address:**
Upshur County Commission
91 W. Main St., Ste. 101
Buckhannon, WV 26201

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

Jeffrey D. Estep, 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) 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 UPSHUR CO COMMISSION.

Project Number: 23-SVA-72

Total Award: \$13,147.00

<u>Payment No.</u>	<u>Date</u>	<u>Amount</u>
1	7/1/2022	\$3,286.75
2	10/1/2022	\$3,286.75
3	1/1/2023	\$3,286.75
4	4/1/2023	\$3,286.75

Kristie Tenney, President
UPSHUR CO COMMISSION

WEST VIRGINIA	Request for
Division of Administrative Services, Justice & Community Services	Funds

RECEIVED (For JCS Use Only)	Subgrantee:	UPSHUR CO COMMISSION
	Address:	91 W MAIN ST STE 101 BUCKHANNON, WEST VIRGINIA 26201
	Project #:	23-SVA-72
	FEIN#:	55-6000406
	Funds are hereby requested to cover expenditures to be made:	
	FROM: 7/1/2022 TO: 9/30/2022	

PROJECT CASH EXPENDITURES**Advanced Payment 1**

Expenditure Category	Amount
Advanced Payment	\$3,286.75
TOTAL:	\$3,286.75

CERTIFICATION:

I certify that the funds requested will be used for expenditures in accordance with the approved budget for this grant.

All documentation is available at our office.

BY: Kristie Tenney, President

TYPED NAME & TITLE

SIGNATURE

DATE

(Authorized Official or Grant Financial Officer ONLY)

ADMINISTRATIVE APPROVAL:

This request is approved in the amount of \$ _____

Initials

Date

Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.

Date

Program Accountant

WEST VIRGINIA	Request for
Division of Administrative Services, Justice & Community Services	Funds

RECEIVED (For JCS Use Only)	Subgrantee:	UPSHUR CO COMMISSION
	Address:	91 W MAIN ST STE 101
		BUCKHANNON, WEST VIRGINIA 26201
	Project #:	23-SVA-72
	FEIN#:	55-6000406
	Funds are hereby requested to cover expenditures to be made: FROM: 10/1/2022 TO: 12/31/2022	

PROJECT CASH EXPENDITURES**Advanced Payment 2**

Expenditure Category	Amount
Advanced Payment	\$3,286.75
TOTAL:	\$3,286.75

CERTIFICATION:

I certify that the funds requested will be used for expenditures in accordance with the approved budget for this grant.

All documentation is available at our office.

BY: Kristie Tenney, President

TYPED NAME & TITLE

SIGNATURE

DATE

(Authorized Official or Grant Financial Officer ONLY)

ADMINISTRATIVE APPROVAL:

This request is approved in the amount of \$ _____

Initials

Date

Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.

Date

Program Accountant

WEST VIRGINIA	Request for
Division of Administrative Services, Justice & Community Services	Funds

RECEIVED (For JCS Use Only)	Subgrantee:	UPSHUR CO COMMISSION
	Address:	91 W MAIN ST STE 101 BUCKHANNON, WEST VIRGINIA 26201
	Project #:	23-SVA-72
	FEIN#:	55-6000406
	Funds are hereby requested to cover expenditures to be made:	
	FROM: 1/1/2023 TO: 3/31/2023	

PROJECT CASH EXPENDITURES**Advanced Payment 3**

Expenditure Category	Amount
Advanced Payment	\$3,286.75
TOTAL:	\$3,286.75

CERTIFICATION:

I certify that the funds requested will be used for expenditures in accordance with the approved budget for this grant.

All documentation is available at our office.

BY: Kristie Tenney, President

TYPED NAME & TITLE

SIGNATURE

DATE

(Authorized Official or Grant Financial Officer ONLY)

ADMINISTRATIVE APPROVAL:

This request is approved in the amount of \$ _____

Initials

Date

Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.

Date

Program Accountant

WEST VIRGINIA	Request for
Division of Administrative Services, Justice & Community Services	Funds

RECEIVED (For JCS Use Only)	Subgrantee:	UPSHUR CO COMMISSION
	Address:	91 W MAIN ST STE 101
		BUCKHANNON, WEST VIRGINIA 26201
	Project #:	23-SVA-72
	FEIN#:	55-6000406
	Funds are hereby requested to cover expenditures to be made: FROM: 4/1/2023 TO: 6/30/2023	

PROJECT CASH EXPENDITURES**Advanced Payment 4**

Expenditure Category	Amount
Advanced Payment	\$3,286.75
TOTAL:	\$3,286.75

CERTIFICATION:

I certify that the funds requested will be used for expenditures in accordance with the approved budget for this grant.

All documentation is available at our office.

BY: Kristie Tenney, President

TYPED NAME & TITLE

SIGNATURE

DATE

(Authorized Official or Grant Financial Officer ONLY)

ADMINISTRATIVE APPROVAL:

This request is approved in the amount of \$ _____

Initials

Date

Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.

Date

Program Accountant

UPSHUR COUNTY COMMISSION

Upshur County Administrative Annex
91 West Main Street, Suite 101 • Buckhannon, West Virginia 26201

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

TDD Numbers
Business: 472-9550
Emergency: 911

September 22, 2022

Jade Jones Chickerell
102 Camp Road
Buckhannon, WV 26201

Re: FEMA Property (Parcel Number 6-7E-64)

Ms. Chickerell:

As evidenced in the attached photos, we have been advised that your miscellaneous vehicles and non-motorized equipment have been placed on property that is owned by the Upshur County Commission. It appears that these items are now impeding upon the roadway making it difficult to maneuver when vehicles are travelling simultaneously in opposite directions. Despite recent requests for these items to be removed, made by our office in July, 2022, your personal property still appears to be imposing and restricting access upon the parcel owned by the Upshur County Commission. This letter shall serve as an official request for the removal of all personal property from the parcel owned by the Upshur County Commission. The Commission respectfully requests that you comply with this request within seven (7) calendar days of receiving this letter or September 25, 2022. After removal is complete, please contact the Office of the Upshur County Commission for a final inspection.

This property was acquired by the Upshur County Commission through a cooperative grant agreement with the WV Office of Emergency Services and are held to strict conditions and restrictions. The land is meant to be used for open space and recreation which may be leased to a private individual; however, there is no Land Use Agreement on file for this property. For properties with executed Land Use Agreements, the Lessee agrees to use the property for the sole purpose of planting and maintaining a garden, per the guidelines set forth within the Agreement. No livestock or farm animals are permitted on the property; no buildings or structures are permitted to be constructed on the property, and vehicle or non-motorized equipment are not permitted to be stored on the property.

If you have any further questions or concerns, feel free to contact the Office of the Upshur County Commission.

Sincerely,

Kristie G. Tenney
Commission President

Enclosure: Photographs

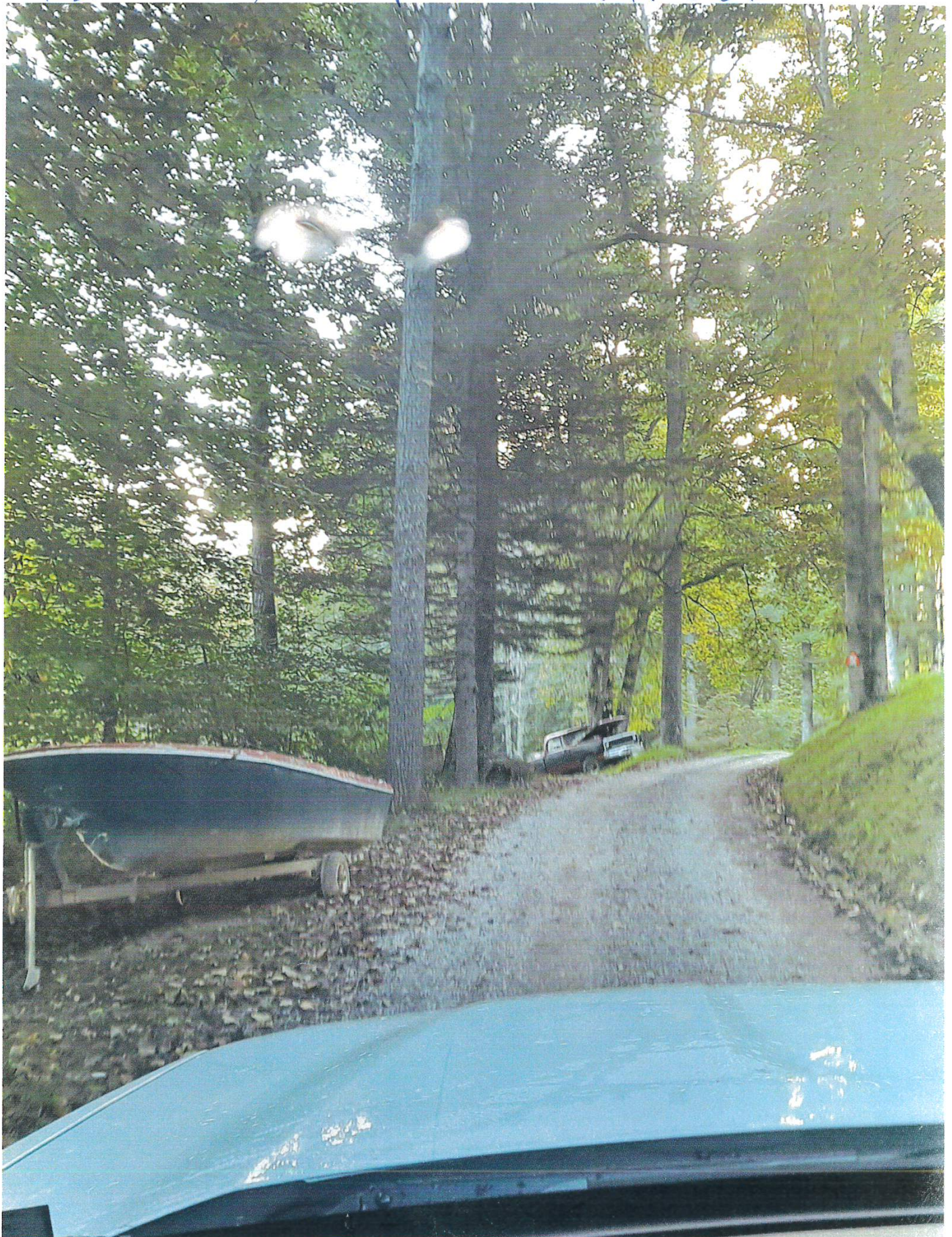
Cc: Terri Jo Bennett, Upshur Co. Floodplain Coordinator

An Equal Opportunity Employer

Camp Red 9-14-22



FEMA Lot Camp Rd 9-14-22



Upshur County Sheriff's Office

Virgil D. Miller, Sheriff

Heather D. Sparks
Chief Deputy
Tax Division

38 West Main Street, Room 103
Buckhannon, WV 26201
Tax Office Phone: 304-472-1180 • Law Enforcement Phone: 304-472-1182
Tax Office Fax: 304-472-0937 • Law Enforcement Fax: 304-472-4547

J. Michael Coffman
Chief Deputy
Law Enforcement

September 22, 2022

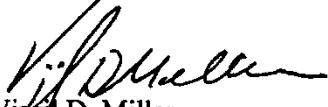
Upshur County Commission
Upshur County Administrative Annex
91 West Main Street, Suite 101
Buckhannon, WV 26201

Dear Commissioners:

Please approve the advertisement for a full-time Tax Deputy. This advertisement will be run in the Record Delta on Saturday, September 24, 2022; Wednesday, September 28, 2022; and Saturday, October 1, 2022 with applications being due no later than Monday October 3, 2022.

Thank you for your support and consideration.

Respectfully,


Virgil D. Miller
Sheriff of Upshur County, WV

TAX DEPUTY
Sheriff of Upshur County

The Sheriff of Upshur County is accepting applications for the full-time benefited position of Tax Deputy. Some evening may be required.

Applicants should possess the ability to work well with the public and function as a team member, have a good knowledge of standard bookkeeping practices, office procedures and equipment; must have excellent attention to detail.

Applicants must have a high school diploma or equivalent. A combination of higher education and/or work experience would be beneficial to allow for the successful completion of the job functions. Individuals may obtain an application at the following address:

Upshur County Sheriff's Department
TAX DIVISION

38 W. Main Street, Room 101
Buckhannon, WV 26201

Monday –Friday 8am – 4:00 pm

Applications must be RECEIVED in our office no later than close of business (4:00pm) on Monday, October 3, 2022.

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

Actions ▾



✓ Success! Thank you for your submission.

✕

💡 This application was completed on **2022-09-19 19:27:35 UTC** and is now read-only.

Page 1



Weyerhaeuser Giving Fund

Through the Weyerhaeuser Giving Fund, we support U.S. and Canadian communities where we have a significant presence or business interest. These communities range from rural to metropolitan, each with unique priorities and needs. Our employees serve on local advisory committees for our Giving Fund and help develop funding priorities within seven focus areas to support their communities: affordable housing; education and youth development; environmental stewardship; human services; civic and cultural growth; workforce development; and diversity, equity and inclusion. These focal areas provide a strong companywide framework for giving while allowing flexibility to meet specific needs in our different communities.

To submit an application for funding, follow the steps over the next few pages. We'll evaluate your application and get back to you.

Tips for completing this application.

Page 2

Eligibility Check

Let's make sure you're in the right place. Start by answering these basic eligibility questions.

Have you reviewed the guidelines and eligibility sections on our website and does this request meet all of the requirements listed? [View eligibility guidelines \(https://www.weyerhaeuser.com/company/values/citizenship/giving-fund/\)](https://www.weyerhaeuser.com/company/values/citizenship/giving-fund/).

☒ Yes

☐ No

Is this project or program funding a political cause, candidate, or organization or campaign?

☐ Yes

☒ No

Our giving is limited to areas where we have a significant presence, including communities where we have operations and/or where we own or manage forestlands in the United States and Canada. If you have a question about whether your location qualifies as a Weyerhaeuser operating area, please contact givingfund@weyerhaeuser.com (mailto:givingfund@weyerhaeuser.com).

Please select the Weyerhaeuser community your organization or initiative serves below.

Country

United States

State

West Virginia

Location

Buckhannon, WV - Engineered Wood Products Mill

If Timberlands is selected, you will be prompted to select the eligible county next.

Page 3

Contact Information

Please confirm the contact details for the **primary contact** below. They will receive all emails regarding the status of this grant request.

First name

Tabatha

Last name

Perry

Title

County Administrator

Email

tperry@upshurcounty.org

Phone number

304-472-0535

Would you like to add a **secondary contact** to this application?

☒ Yes☐ No

Please provide details for the **secondary contact** below.

First name

Cindy

Last name

Hughes

Title

Assistant County Administrator

Email

cmhughes@upshurcounty.org

Phone number

304-472-0535

Page 4

Organization Details

Thanks! Now tell us about your organization and your request.

Manual Entry Instructions

Please fill in all the required fields below. Please note that if your application is approved, the payment will be directed to the organization detailed below.

Note: Since your organization is not yet registered within Benevity's Causes Portal, we will also require a copy of the 501(c)3 determination letter from the IRS, verifying the organization's tax-exempt status on the Additional Information page.

[Click here to search for your Organization.](#)

Enter the organization's registration number.

1000001575

Please include letters, numbers, and dashes only. Ex: 123-456789

How is the organization classified?

A municipality or public institution

What is the name of the beneficiary organization?

Upshur County Commission

Organization Details ?**Address****Address Line 2 (optional)****City****Province/State (optional)****Postal/ZIP code (optional)****Country****Additional details (optional)**

If there is a different name, branch, chapter or department to which payment should be directed, please enter it here.

Please list the organization website.**Organizational mission**

The mission of the Upshur County Commission is to provide superior public service and support which enables all county residents the opportunity to improve their quality of life, and enjoy the benefits of a safe, sustainable and progressive community in North Central West Virginia. The Youth Camp Board and the Camp Director, collectively, strive to provide a location in which groups of individuals may congregate to enjoy the great outdoors and the camp's beautiful amenities.

Please provide a brief summary of your organization's mission and vision.

Year organization was founded**Number of paid staff****Number of volunteers**

0

Annual operating budget (USD)

\$248,741.96

Do any Weyerhaeuser employees currently volunteer with your organization?

☐ Yes

☒ No

Do any Weyerhaeuser employees currently serve on your board?

☐ Yes

☒ No

Has this organization ever received a grant from the Weyerhaeuser Giving Fund?

☒ Yes

☐ No

Please provide details regarding prior contributions you have received from the Weyerhaeuser Giving Fund in the past 3 years.

Project name	Contribution	Year
Youth Camp Renovation & Repairs	\$10,000	2

Chief Executive (or equivalent)

Kristie G. Tenney, Upshur County Commission President

Name of Organization Chief Executive or equivalent

Page 5

Request Details

What is the name of the program or initiative?

Youth Camp renovations, repairs and upgrades

Please provide a brief description of the program or initiative. (200 word limit)

In order of priority, the camp seeks funds to support the following projects: 1. New driveway pavement. The current property access road is in disrepair and the road needs resurfaced. The existing pavement has deteriorated to gravel base due to not being replaced over the years. 2. Generators for dormitories. There are four dormitories on site and there is not a current electrical power back up service in place. 3. Replacement of old air conditioning units. The units are in frequent need of replacement parts. 4. New metal roof on Assembly Hall. The current roof is ageing. 5. Maintenance materials for care and upkeep of the building structures. The materials include paint, stain, floor care, etc. 6. Gravel roadway for the dam access road. 7. Shower remodel in dormitories. The current shower stalls are in poor condition and could benefit from a fresh clean renovation. 8. New tractor. There is a large amount of land to maintain and mow at the Youth Camp and a tractor would greatly decrease the time to complete the task. 9. New Assembly Hall. The existing structure has cracks in the cement block walls and the footers are moving underneath the building. 10. New Pool.

Project Begin

10-01-2022



Project End

05-31-2023



Choose the Weyerhaeuser focus area your request aligns most strongly with. To learn more about our giving focus areas, view our community grantmaking framework (<https://www.weyerhaeuser.com/application/files/3216/1194/7842/WY-Giving-Fund-Community-Grantmaking-Framework.pdf>).

- ☐ Affordable Housing
- ☒ Education and Youth Development
- ☐ Environmental Stewardship
- ☐ Human Services
- ☐ Civic and Cultural Growth
- ☐ Workforce Development
- ☐ Diversity, Equity and Inclusion

How would our grant be used in relation to the focus area selected above? (200 word limit)

The receipt of your grant would be applied to the priority areas stated above. The amount of funding received would determine how many of the projects would be completed. The Upshur County Youth Camp

would appreciate any amount of funding that could be offered to fund these projects.

How does your project or program advance the equity and inclusion of underrepresented populations you serve? (optional)

The facility provides a safe and healthy summer camp environment for local churches, 4-H organizations, school band programs, reunions and weddings. The Youth Camp served 950 campers/children and 350 adults average during the summer months of 2022. The camp provides living facilities, dining services and recreational amenities for multiple community organizations and thrives on income brought in by these groups utilizing the camp. That income, which is very minimal during most years and was non-existent during the 2020 season and the beginning of 2021, is utilized for complete upkeep of the grounds. There has been growth in the number of participants from 2021 to 2022.

In addition, if your organization has a policy or statement around DE&I related to your board, organization and/or employees, we would love to know.

Project/program budget (USD)

\$2,004,050

Amount Requested (USD)

\$2,004,050

Please use the below form to share an itemized budget of how the proposed Weyerhaeuser funds will be used.

Expense Description	Amount
Projects Stated Above (See uploaded Document)	\$2,004,050

Expense Total

\$2,004,050

Do you have other funding source(s) related to this request?

- ☐ Yes
☒ No

Is there timing sensitivities to funding this request? (200 word limit)

No, there are no time sensitivities in place for the projects set forth in this application.

Is there an event associated with this request?

- ☐ Yes
☒ No

Page 7

Attachments

IRS Form W-9

No other form of documentation will be accepted.

The most current W9 form version is required.

Complete the current form version by entering organization name, address, entity type, tax id number, signature and current year date.

Please note, the IRS Form W-9 is only required for US-Based charities.

Please attach a copy of your organizations's current W9.



UCC W9.pdf (<https://forms.benevity.org/api/upload/wJwGtg1Cf9GblhUT7o2N7>)
57.46 kB

Link to current form version: <https://www.irs.gov/forms-pubs/about-form-w-9> (<https://www.irs.gov/forms-pubs/about-form-w-9>)

Please attach any other relevant documents for this request.
(optional)



UCYC FINANCIAL 2022 (1).pdf (<https://forms.benevity.org/api/upload/nV9XDeA>)
38.93 kB



budget.xlsx (<https://forms.benevity.org/api/upload/fvDeyzu3BX0vfdJTakHwF0u>)
68.79 kB



Weyerhaeuser Request 2022.pdf (<https://forms.benevity.org/api/upload/axVmR>)
429.83 kB

E.g: Brochures or pictures relating to the request.

Page 8

Almost Done!

Here's some information about our grant review process.

What's Next?

Once you have successfully submitted your application, you will receive an email confirmation. We generally communicate our funding decision after we receive a recommendation to fund your request from your local Advisory Committee (not when you submit your grant application). Many of our committees wait until after the deadline to prioritize and finalize their grant recommendations after the September deadline. Should we require additional information, we will be in touch.

Agreement

By submitting this application I confirm that I have the authority to submit this request and agree to the conditions described below.

(A) All information contained herein is true and accurate to the best of my knowledge;

(B) I consent to receiving email notifications regarding this request and any subsequent emails from Weyerhaeuser or its suppliers that relate to this request or any future grants or sponsorships associated with this initiative.

☒ I have read the Agreement above and agree to all the terms therein.



Upshur County Sheriff's Financial Statement

For Period Ending : August 2022

FUND NAME	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 001 GENERAL COUNTY FUND	\$ 721,895.71	\$ 2,499,750.86	\$ (882,114.52)	\$ 2,339,532.05
FUND - 002 COAL SEVERANCE TAX FUND	\$ 77,113.20	\$ 3.49	\$ -	\$ 77,116.69
FUND - 003 DOG AND KENNEL FUND	\$ 51,319.23	\$ 5,994.50	\$ (4,173.08)	\$ 53,140.65
FUND - 004 GENERAL SCHOOL FUND	\$ 31,268.46	\$ 4,050.29	\$ -	\$ 35,318.75
FUND - 005 MAGISTRATE COURT FUND	\$ 1,218.13	\$ 1,390.75	\$ -	\$ 2,608.88
FUND - 006 WORTHLESS CHECK FUND	\$ 120,673.57	\$ 153.89	\$ -	\$ 120,827.46
FUND - 007 E-911 FUND	\$ 1,058,207.95	\$ 229,489.01	\$ (21,800.29)	\$ 1,265,896.67
FUND - 008 HOME CONFINEMENT FUND	\$ 22,342.49	\$ 10,032.81	\$ (2,604.62)	\$ 29,770.68
FUND - 013 CURRY PARK FUND	\$ 27,902.63	\$ 2,057.47	\$ (500.38)	\$ 29,459.72
FUND - 015 CURRY LIBRARY FUND	\$ 10,582.19	\$ 614.86	\$ (2,144.82)	\$ 9,052.23
FUND - 018 AIRPORT CONSTRUCTION FUND	\$ -	\$ -	\$ -	\$ -
FUND - 019 UPSHUR COUNTY FIRE FEE FUND	\$ 82,296.63	\$ 104,530.55	\$ (82,236.63)	\$ 104,590.55
FUND - 021 EE HEALTH CARE REIMBURSEMENT FUND	\$ 31,882.33	\$ 21,844.30	\$ (10,676.91)	\$ 43,049.72
FUND - 039 COAL REALLOCATION FUND	\$ -	\$ -	\$ -	\$ -
FUND - 052 EMPLOYEE BENEFITS FUND	\$ 1,117,768.11	\$ 50.52	\$ (1,975.00)	\$ 1,115,843.63
FUND - 056 ASSESSOR'S VALUATION FUND	\$ 230,434.47	\$ 114,841.47	\$ (5,012.82)	\$ 340,263.12
FUND - 058 UP.CO.FIN.STBL.FUND	\$ 1,626,308.95	\$ 1,044.78	\$ (300,000.00)	\$ 1,327,353.73
FUND - 059 CONCEALED WEAPONS FUND	\$ 27,021.84	\$ 2,116.23	\$ (120.00)	\$ 29,018.07
FUND - 063 VOTER'S REGISTRATION FUND	\$ 1,116.28	\$ 0.05	\$ -	\$ 1,116.33
FUND - 071 JURY FUND	\$ 15,080.36	\$ -	\$ -	\$ 15,080.36
FUND - 073 SPECIAL LAW ENFRMNT INVESTIGATION FUND	\$ 2,487.73	\$ 0.11	\$ -	\$ 2,487.84
FUND - 078 CHILD EXCHANGE & VISITATION FUND	\$ 48,600.89	\$ -	\$ -	\$ 48,600.89
FUND - 079 SPAYING & NEUTERING FUND	\$ 34,028.83	\$ 900.00	\$ (2,277.80)	\$ 32,651.03
FUND - 080 COMM. CORR. FUND	\$ 1,043,988.94	\$ 7,453.97	\$ (107,866.45)	\$ 943,576.46
FUND - 102 AIRPORT IMP. PROJECT FUND	\$ -	\$ -	\$ -	\$ -
FUND - 104 ELKINS ROAD PSD FUND	\$ -	\$ -	\$ -	\$ -
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	\$ 11.00	\$ 36,341.50	\$ (36,352.50)	\$ -
FUND - 312 CRIMINAL CHARGES FUND	\$ 45.00	\$ 1,433.50	\$ (1,433.50)	\$ 45.00
FUND - 313 COURT REPORTER FUND	\$ -	\$ 250.00	\$ (250.00)	\$ -
FUND - 314 STATE FINES FUND	\$ -	\$ -	\$ -	\$ -
FUND - 315 STATE POLICE FUND	\$ 5.00	\$ 1,015.00	\$ (1,015.00)	\$ 5.00
FUND - 316 STATE CURRENT FUND	\$ -	\$ 33,507.77	\$ (33,507.77)	\$ -
FUND - 317 COURTHOUSE FACILITIES IMPROVEMENT FUND	\$ -	\$ -	\$ -	\$ -
FUND - 364 TAX LIEN FUND	\$ 165,663.38	\$ 10,504.70	\$ (8,153.74)	\$ 168,014.34
FUND - 365 DELQ & NONENT LAND	\$ 100.00	\$ -	\$ -	\$ 100.00
FUND - 366 BOARD OF HEALTH FUND	\$ 326,538.87	\$ 51,393.43	\$ (98,236.23)	\$ 279,696.07
FUND - 369 WV DEPUTY SHERIFF'S RETIREMENT FUND	\$ 538.00	\$ 750.50	\$ (538.00)	\$ 750.50
FUND - 373 SCHOOL CURRENT FUND	\$ -	\$ 2,615,518.93	\$ (2,615,518.93)	\$ -
FUND - 374 SCHOOL EXCESS LEVY FUND	\$ -	\$ 1,325,286.03	\$ (1,325,286.03)	\$ -
FUND - 375 SCHOOL BOND FUND	\$ -	\$ -	\$ -	\$ -
FUND - 378 CITY CURRENT FUND	\$ -	\$ 383,983.89	\$ (383,983.89)	\$ -
FUND - 379 CITY VOTED LIBRARY FUND	\$ -	\$ 46,077.98	\$ (46,077.98)	\$ -
FUND - 206 COVID 19 FUND	\$ -	\$ -	\$ -	\$ -
FUND - 207 AMERICAN RECOVERY FUND	\$ 4,226,841.10	\$ 190.29	\$ (192,453.67)	\$ 4,034,577.72
FINAL TOTALS	\$ 11,108,041.27	\$ 7,512,573.43	\$ (6,166,310.56)	\$ 12,454,304.14
BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:	\$ 16,484,470.80	\$ -	\$ -	\$ -
ORDERS/DEBITS OUTSTANDING:	\$ (6,788,427.77)			
DEPOSITS/CREDITS OUTSTANDING:	\$ 2,756,511.11			
NET BANK BALANCE	\$ 12,452,554.14			
PETTY CASH / CASH DRAWERS	\$ 1,750.00			
CASH SPECIAL INVESTIGATION FUND	\$ -			
ADJUSTMENT	\$ -			
TOTAL IN COUNTY DEPOSITORIES AND OFFICE:	\$ 12,454,304.14			

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
Sheriff & Treasurer, Upshur County

9/16/2022



Upshur County Sheriff's Financial Statement

For Period Ending: August 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	\$ 173,314.91	\$ -	\$ 1,911,666.54	\$ 2,084,981.45
	COAL SEVERANCE - IBCK	\$ 77,116.69	\$ -	\$ -	\$ 77,116.69
	E-911 - IBCK	\$ 1,266,532.67	\$ (636.00)	\$ -	\$ 1,265,896.67
	CURRY PARK - IBCK	\$ 29,459.72	\$ -	\$ -	\$ 29,459.72
	CURRY LIBRARY - IBCK	\$ 9,052.23	\$ -	\$ -	\$ 9,052.23
	ASSESSOR'S VALUATION - IBCK	\$ 227,197.89	\$ (1,025.00)	\$ 114,090.23	\$ 340,263.12
	UP. CO. FIN. STAB. FUND - IBCK	\$ 1,327,353.73	\$ -	\$ -	\$ 1,327,353.73
	CONCEALED WEAPONS - IBCK	\$ 27,458.07	\$ (75.00)	\$ 1,635.00	\$ 29,018.07
	GENERAL TAX - IBCK	\$ 5,689,036.43	\$ (6,342,395.21)	\$ 653,358.78	\$ -
	BOARD OF HEALTH FUND - IBCK	\$ 269,187.00	\$ (103.23)	\$ -	\$ 269,083.77
	OASIS CLEARING - CKNG	\$ -	\$ -	\$ -	\$ -
	UPSHUR CO. FIRE FEE - IBCK	\$ 108,805.55	\$ (12,720.00)	\$ 8,505.00	\$ 104,590.55
	UP CO COAL REALLOCATION - IBCK	\$ -	\$ -	\$ -	\$ -
	EMPLOYEE BENEFITS - IBCK	\$ 1,115,843.63	\$ -	\$ -	\$ 1,115,843.63
	SP LAW ENF INVESTIGATION - IBCK	\$ 2,487.84	\$ -	\$ -	\$ 2,487.84
	COMMUNITY CORRECTIONS - IBCK	\$ 944,858.68	\$ (1,282.22)	\$ -	\$ 943,576.46
	PARKS/REC CLEARING - CKNG	\$ 1,666.33	\$ (1,666.33)	\$ -	\$ -
	ADDRESSING/MAPPING CLEARING	\$ 150.00	\$ (150.00)	\$ -	\$ -
	TAX CLEARING - CKNG	\$ 140,639.20	\$ (205,325.76)	\$ 64,686.56	\$ -
	BOARD OF HEALTH PAYROLL - CKNG	\$ 7,699.78	\$ (2,878.99)	\$ -	\$ 4,820.79
	GENERAL COUNTY OPERATING - CKNG	\$ 422,355.32	\$ (169,554.72)	\$ -	\$ 252,800.60
	DOG & KENNEL - CKNG	\$ 53,140.65	\$ -	\$ -	\$ 53,140.65
	GENERAL COUNTY MISC -CKNG	\$ 37,949.25	\$ (21.62)	\$ -	\$ 37,927.63
	WORTHLESS CHECK - IBCK	\$ 120,827.46	\$ -	\$ -	\$ 120,827.46
	HOME CONFINEMENT - IBCK	\$ 29,770.68	\$ -	\$ -	\$ 29,770.68
	EE HEALTH CARE REIMB - IBCK	\$ 43,103.88	\$ (54.16)	\$ -	\$ 43,049.72
	VOTER'S REGISTRATION - IBCK	\$ 1,116.33	\$ -	\$ -	\$ 1,116.33
	JURY - CKNG	\$ 15,080.36	\$ -	\$ -	\$ 15,080.36
	CHILD EXCHG & VISITATION - CKNG	\$ 48,600.89	\$ -	\$ -	\$ 48,600.89
	SPAY & NEUTER - CKNG	\$ 32,968.03	\$ (563.00)	\$ 246.00	\$ 32,651.03
	ELKINS ROAD PSD - CKNG	\$ -	\$ -	\$ -	\$ -
	AMERICAN RECOVERY FUND - IBCK	\$ 4,034,577.72	\$ -	\$ -	\$ 4,034,577.72
	WELLNESS COMPLEX - CKNG	\$ 4,760.00	\$ -	\$ -	\$ 4,760.00
	DMV LICENSE - CKNG	\$ 34,212.50	\$ (36,352.50)	\$ 2,140.00	\$ -
	STATE CLEARING - CKNG	\$ 1,513.00	\$ (1,468.00)	\$ -	\$ 45.00
	STATE POLICE - CKNG	\$ 1,015.00	\$ (1,015.00)	\$ 5.00	\$ 5.00
	TAX LEIN - CKNG	\$ 176,168.08	\$ (8,153.74)	\$ -	\$ 168,014.34
	DELQ & NON-ENTERED LAND - CKNG	\$ 100.00	\$ -	\$ -	\$ 100.00
	BOARD OF HEALTH OPERATING - CKNG	\$ 8,778.80	\$ (2,987.29)	\$ -	\$ 5,791.51
	WVDSRF - CKNG	\$ 572.50	\$ -	\$ 178.00	\$ 750.50
	BANK TOTAL	\$ 16,484,470.80	\$ (6,788,427.77)	\$ 2,756,511.11	\$ 12,452,554.14
SUMMARY:					
	TOTAL ALL BANKS	\$ 16,484,470.80	\$ (6,788,427.77)	\$ 2,756,511.11	\$ 12,452,554.14
	PETTY CASH / CASH DRAWERS				\$ 1,750.00
	CASH SPECIAL INVESTIGATION FUND				\$ -
	GRAND TOTAL				\$ 12,454,304.14

UPSHUR COUNTY BUILDING & FLOODPLAIN PERMITS
AUGUST 1, 2022 - AUGUST 15, 2022

DATE ISSUED	PERMIT NUMBER	UID NUMBER	APPLICANT NAME	APPLICANT ADDRESS	ESTIMATED PROJECT COST	BUILDING PERMIT PAID	FLOODPLAIN PERMIT PAID	CHECK, CASH, COUNTY CLERK OR ONLINE	DESCRIPTION OF PROJECT	CONTRACTOR OR PROPERTY OWNER	FLOODPLAIN
8/1/2022	8930	5082	REID, MATTHEW AND SARAH	205 DEER CREEK LN, BUCKHANNON, WV 26201	\$5,467.00	\$15.00		CHECK	10' X 12' STORAGE SHED	SELF	
8/1/2022	8931	NEW	WAMSLEY, LARRY	1697 HICKORY FLAT RD, BUCKHANNON, WV 26201	\$500.00	\$15.00		CC	HUNTING BUILDING (CAMP)	SELF	
8/2/2022	8932	11492	REED, CYNTHIA	576 JENKS FORK RD, TALLMANSVILLE, WV 26237	\$2,000.00	\$15.00		CHECK	HAY SHED	SELF	
8/2/2022	8933	NEW	LIPPS, TERESA	17 NEEDLEPOINT DR, BUCKHANNON, WV 26201	\$225,000.00	\$15.00		CHECK	32' X 40' SINGLE STORY HOME AND 32' X 34' POLE BARN WITH LEAN-TO	TRADEWORX, 5 W LINCOLN ST, BUCKHANNON, WV 26201	
8/2/2022	8934	NEW	LIPPS, TERESA	17 NEEDLEPOINT DR, BUCKHANNON, WV 26201	\$280,000.00	\$15.00		CHECK	35' X 60' NEW HOME	TRADEWORX, 5 W LINCOLN ST, BUCKHANNON, WV 26201	
8/2/2022	8935	1384	AKAGI, PAMELA	78 SHUMAKER RD, BUCKHANNON, WV 26201	\$20,000.00	\$15.00		OL	12' X 32' STORAGE BUILDING	SELF	
8/4/2022	8936	11928	HAMILTON, DONALD AND BRENDA	10047 OLD ELKINS RD, BUCKHANNON, WV 26201	\$9,000.00	\$15.00		CC	ROOFING	SELF	
8/4/2022	8937	6382	PERRY, NATASHA AND CHRISTOPHER	615 BEECHTOWN RD, FRENCH CREEK, WV 26218	\$25,000.00	\$15.00		CHECK	GARAGE	SELF	
8/4/2022	8938	79	BISER, TED	PO BOX 1, LORENTZ, WV 26229	\$10,500.00	\$15.00		CC	30' X 10' DECK ROOF; REPLACE ROOF ON 1/2 OF HOUSE AND OUTBUILDING; ADD ROOF OVER STORAGE AREA; ADD DRAIN TO FOOTER DRAIN	LEIGH ENTERPRISES LLC, 31 CRESCENT AVE, BUCKHANNON, WV 26201	
8/4/2022	8939	87	BISER, TED	PO BOX 1, LORENTZ, WV 26229	\$3,000.00	\$15.00		CC	6' X 7' EXTENSION ON METAL HOUSE ROOF; REPLACE SHINGLES ON OUTBUILDING; ADD GUTTER AND FRENCH DRAIN; ADD STORAGE BUILDING	LEIGH ENTERPRISES LLC, 31 CRESCENT AVE, BUCKHANNON, WV 26201	
8/4/2022	8940	8274	HARRIS, BROOKS	650 BOY SCOUT CAMP RD, ELLAMORE, WV 26267	\$15,200.00	\$15.00		CASH	NEW SHINGLE ROOF	JOSHUA BARTHOLOMEW, 7 CENTRAL ST, ELKINS, WV 26241	
8/8/2022	8941	7878	HENDERSON, DON	7 NORTHVIEW CT, BUCKHANNON, WV 26201	\$14,942.24	\$15.00		CHECK	NEW ROOF	DESIGN ROOFING & SHEET METAL LLC, 900 INDUSTRIAL PARK RD, ELKINS, WV 26241	
8/8/2022	8942	1444	LANTZ, WINFIELD S	61 SAGEBRUSH RD, BUCKHANNON, WV 26201	\$600.00	\$15.00		CASH	REPLACE DECK FLOOR	SELF	
8/10/2022	8943	NEW	BLAKE, CHRISTOPHER	772 HARDMAN RD, ELLAMORE, WV 26267	\$200,000.00	\$15.00		CC	NEW DOUBLE WIDE	CMH HOMES, PO BOX 4098, MARYVILLE, TN 37802	
8/10/2022	8944	81285	TOLLIVER, ROGER	294 BROWNING RD, ROCK CAVE, WV 26234	\$500.00	\$15.00		CC	POLE SHED	SELF	
8/10/2022	8945	11099	RADABAUGH, JOHNETTE	1678 BAILEY RIDGE RD, BUCKHANNON, WV 26201	\$5,000.00	\$15.00		CHECK	METAL ROOF	SELF	
8/10/2022	8946	9992	BROWN, DELORA L	247 JACK ACRES RD, BUCKHANNON, WV 26201	\$15,000.00	\$15.00		CHECK	32 FT SPRINGDALE CAMPER	SELF	
8/11/2022	8947	82227	NESBITT, ROY W	2099 VEGAN RD, BUCKHANNON, WV 26201	\$167,500.00	\$15.00		CHECK	THREE BEDROOM DOUBLE WIDE HOME	CUSTOM TRANSPORTING & EXCAVATION, 546 LAKE ISLAND RD, BELINGTON, WV 26250	
8/15/2022	8948	NEW	DEAK, RICHARD D	4164 OLD ELKINS RD, BUCKHANNON, WV 26201	\$7,500.00	\$15.00		CASH	24' X 36' STICK BUILT TWO BEDROOM HOUSE	SELF	
					TOTAL	TOTAL	TOTAL				
					\$1,006,709.24	\$285.00	\$0.00				

UPSHUR COUNTY BUILDING & FLOODPLAIN PERMITS
AUGUST 16, 2022 - AUGUST 31, 2022

DATE ISSUED	PERMIT NUMBER	UID NUMBER	APPLICANT NAME	APPLICANT ADDRESS	ESTIMATED PROJECT COST	BUILDING PERMIT PAID	FLOODPLAIN PERMIT PAID	CHECK, CASH, COUNTY CLERK OR ONLINE	DESCRIPTION OF PROJECT	CONTRACTOR OR PROPERTY OWNER	FLOODPLAIN
8/16/2022	8949	80477	KIDD, MARCI	12989 TALLMANSVILLE RD, TALLMANSVILLE, WV 26237	\$1,500.00	\$15.00		CASH	8' X 12' CELLAR AND CONCRETE BLOCK	SELF	
8/16/2022	8950	60194	SOTHEN, PEARLLA	301 WINDING LANE RD, VOLGA, WV 26238	\$1,000.00	\$15.00	\$75.00	OL	EROGIN CAGE PLACEMENT (BANK STABILIZATION PROJECT)	SELF	FLOODPLAIN
8/16/2022	8951	NEW	HANLINE, ROY	156 INDEPENDENT DR, FRENCH CREEK, WV 26218	\$40,000.00	\$15.00		CASH	12' X 40' DWELLING	SELF	
8/17/2022	8952	8554	LINGER, RONALD J	132 FAITH ACRES DR, BUCKHANNON, WV 26201	\$4,000.00	\$15.00		CASH	RE-SHINGLE HOUSE	SELF	
8/18/2022	8953	7323	HUNTER, BARB	336 TALLMANSVILLE RD, BUCKHANNON, WV 26201	\$8,000.00	\$15.00		OL	METAL ROOF OVER SHINGLES	AARON ANDERSON, 193 SARATOGA DR, BUCKHANNON, WV 26201	
8/22/2022	8954	14712	MACKEY, ROSEMARY	87 MACKEY MTN RD, BUCKHANNON, WV 26201	\$22,000.00	\$15.00		CHECK	4' X 100' RETAINING WALL; REPAIRING FOUNDATION AND DRAINAGE	DIRT DOCTOR, 6241 TALBOTS RD, BELINGTON, WV 26250	
8/22/2022	8955	80438	WAGNER, BRENDA	4367 TALLMANSVILLE RD, BUCKHANNON, WV 26201	\$6,954.77	\$15.00		CHECK	RE-ROOF	DESIGN ROOFING & SHEET METAL, 900 INDUSTRIAL PARK RD, ELKINS, WV 26241	
8/22/2022	8956	82232	OSBURN, DONALD	69 MOSQUITO DR, BUCKHANNON, WV 26201	\$120,000.00	\$15.00		CASH	40' X 60' X 12' STEEL BUILDING WITH CONCRETE FLOOR	SELF	
7/21/2022	8919	NEW	SPENCER, BRYAN	136 MONTANI DR, BUCKHANNON, WV 26201	-	-	\$75.00	CHECK	12' X 24' CAMP	SELF	FLOODPLAIN: ACCESSORY STRUCTURE NO UTILITIES
8/24/2022	8957	NEW	MORGAN, BIANCA	177 CUTRIGHT CHAPEL RD, TALLMANSVILLE, WV 26237	\$20,000.00	\$15.00		CASH	12' X 36' HOUSE	SELF	
8/24/2022	8958	7289	CARTER, KARA KELLER	113 FOSTER ST, BUCKHANNON, WV 26201	\$10,000.00	\$15.00		OL	METAL ROOF ON HOUSE AND GARAGE	SELF	
8/24/2022	8959	82231	DAVIS, DANIELLE	386 HINKLE RIDGE RD, FRENCH CREEK, WV 26218	\$9,000.00	\$15.00		CC	MOBILE HOME	SELF	
8/25/2022	8960	6909	FAMILY DOLLAR/DOLLAR TREE	88 GARDEN FRESH PLAZA DR, BUCKHANNON, WV 26201	\$3,500.00	\$15.00		OL	REPLACE OLD SIGN WITH BRANDING SIGNS WITH CHANNEL LETTERS ON STORE FRONT; POLY-CARBONATE SIGN IN PYLON AT ENTRANCE	INDUSTRIAL MAINTENANCE SOLUTIONS LLC, 2519 FAIRMONT RD, MORGANTOWN, WV 26501	
8/25/2022	8961	81941	BOSLEY, JOE JR	2510 BAILEY RIDGE RD, BUCKHANNON, WV 26201	\$5,000.00	\$15.00		CASH	12' X 24' BUILDING	SELF	
8/25/2022	8962	NEW	CURRENCE, RICKEY LEE	913 TETER RD, BUCKHANNON, WV 26201	\$25,000.00	\$15.00		CC	DOUBLE WIDE TRAILER	SELF	
8/25/2022	8963	82235	CUTRIGHT, CHESTLEY C II	2804 BUSH RUN RD, FRENCH CREEK, WV 26218	\$10,000.00	\$15.00		CASH	12' X 32' HOME	SELF	

UPSHUR COUNTY BUILDING & FLOODPLAIN PERMITS
AUGUST 16, 2022 - AUGUST 31, 2022 (CONTINUED)

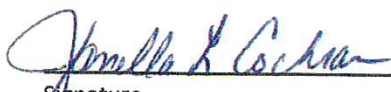
DATE ISSUED	PERMIT NUMBER	UID NUMBER	APPLICANT NAME	APPLICANT ADDRESS	ESTIMATED PROJECT COST	BUILDING PERMIT PAID	FLOODPLAIN PERMIT PAID	CHECK, CASH, COUNTY CLERK OR ONLINE	DESCRIPTION OF PROJECT	CONTRACTOR OR PROPERTY OWNER	FLOODPLAIN
8/26/2022	8964	1803	HANSEN, MARY ANN	6318 CLARKSBURG RD, BUCKHANNON, WV 26201	\$40,000.00	\$15.00		CHECK	RENOVATION AND CONNECTING BACK BUILDING TO HOUSE FOR BEDROOMS	SELF	
8/29/2022	8965	7732	MURPHY, RON	366 SANDY AVE, BUCKHANNON, WV 26201	\$40,000.00	\$15.00		CASH	SOLAR PANELS	DT SOLAR LLC, 178 WHISPER WOOD DR, FRENCH CREEK, WV 26218	
8/29/2022	8966	8586	HOWES, FRANK	178 BIG BEND RD, FRENCH CREEK, WV 26218	\$1,000.00	\$15.00		CC	STORAGE BUILDING	SELF	
8/30/2022	8967	NEW	SPANGLER, RICHARD E AND NORMA J	664 CAVE RUN RD, KANAWHA HEAD, WV 26228	\$220,000.00	\$15.00		CASH	32' X 76' HOME	CMH HOMES, 5000 CLAYTON RD, MERRYVILLE, TN 37804	
8/31/2022	8968	11625	BALL, MICHAEL	4041 KESLING MILL RD, BUCKHANNON, WV 26201	\$2,500.00	\$15.00		CHECK	8' X 12' STORAGE BUILDING	SELF	
8/31/2022	8969	NEW	HUTSON, BRAD AND HEATHER	1375 SELBYVILLE RD, ROCK CAVE, WV 26234	\$60,000.00	\$15.00		CHECK	CABIN	SELF	
					TOTAL \$649,454.77	TOTAL \$315.00	TOTAL \$150.00				
					GRAND PROJECT TOTAL \$1,656,164.01	GRAND BP TOTAL \$600.00	GRAND FP TOTAL \$150.00				

LEWIS-UPSHUR ANIMAL CONTROL FACILITY		
MONTH OF <u>August 2022</u>		
	UPSHUR	LEWIS
ADOPTIONS		
CASH	\$540	\$525
CHECK	\$80	\$0
E STORE CREDIT CARD	\$345	\$350
SUBTOTAL	\$965	\$875
SPAY/NEUTER DEPOSIT		
CASH	\$700	\$450
CHECK	\$100	\$0
E STORE CREDIT CARD	\$650	\$650
SUBTOTAL	\$1,450	\$1,100
BOARD RESCUE		
CASH	\$0	\$30
CHECK	\$0	\$0
E STORE CREDIT CARD	\$30	\$10
SUBTOTAL	\$30	\$40
MICRO-CHIPPING		
CASH	\$0	\$0
CHECK	\$0	\$0
E STORE CREDIT CARD	\$0	\$0
SUBTOTAL	\$0	\$0
DONATIONS		
CASH	\$331	\$0
CHECK	\$520	\$0
E STORE CREDIT CARD	\$110	\$0
SUBTOTAL	\$961	\$0

OTHER		
TOTAL	\$3,406	\$2,015

LEWIS-UPSHUR ANIMAL CONTROL FACILITY REPORT
ACCOUNT OF CATS
JANELLA COCHRAN, SUPERVISOR OF ANIMAL SERVICES
(August 2022)

TRANSACTION	UPSHUR	LEWIS	TOTAL
Cats brought in by City Trapper	1	0	0
Cats brought in by Animal Control Officer	4	11	14
Cats brought in by County Residents	35	21	56
Cats brought in by Law Enforcement	0	0	0
Cats in Drop Box	0	0	0
Cats Quarantined	1	0	1
Cat returned to owner	0	0	0
Cats Escaped	0	0	0
Adoptions:			
With Charge	33	20	53
Without Charge	0	0	0
Rescues:			
With Charge	0	0	0
Without Charge	6	1	0
Euthanasia:			
Owner Request	4	6	10
Other	0	0	0


 Signature

Date

LEWIS - UPSHUR ANIMAL CONTROL FACILITY
ANIMAL REPORT (September 2022)
ACCOUNT OF ANIMALS HOUSED AT THE LEWIS - UPSHUR ANIMAL CONTROL FACILITY
FOR THE MONTH OF (August 2022)

TRANSACTION	UPSHUR	LEWIS	TOTAL
Dogs brought in by Animal Control Officer	12	19	31
Other Animals brought in by Animal Control Officer	0	2	2
Dogs brought in by County Residents	20	18	38
Dogs brought in by Law Enforcement	0	0	0
Dogs in Drop Box	0	0	0
Dogs Quarantined	1	0	1
Dogs Returned to Owner	6	4	10
Dogs Escaped	0	0	0
Adoptions:			
With Charge	18	23	41
Without Charge	0	0	0
Rescues:			
With Charge	0	1	1
Without Charge	3	4	7
Euthanasia:			
Owner Request	0	0	0
Other	0	0	0
Total	60	71	131



Signature

9-14-22

Date

John Slaughter, Animal Control/Humane Officer

Monthly Animal Report

Aug 2022

TRANSACTION	Upshur	Lewis	TOTAL
Animals picked up by ACO:			
Dogs	12		
Other	4 cats		
Animals returned to Owner by ACO:			
Dogs	1		
Other			
Animals delivered to LUACF:			
Dogs	11		
Other			
Animals Quarantined by ACO:			
Dogs	1		
Other			
Animals Terminated:			
Dogs			
Other			
Total Number of Hours Involved			
	160		

John Slaughter
Signature

9-13-22
Date

● ● ● ●

County, West Virginia

DEPARTMENT: Addressing and Mapping

MONTH / YEAR: Aug 2022

[illegible]

UPSHUR COUNTY COMMISSION

MONTHLY MILEAGE LOG

MONTHLY M
Comm. Corrections

Aug-2022

47. 9

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UPSHUR COUNTY COMMISSION

MONTHLY MILEAGE LOG

nm. Corrections

DEPARTMENT: Comm. Corrections

MONTH/YEAR: Aug-Sept 2022

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UPSHUR COUNTY COMMISSION

MONTHLY MILEAGE LOG

Department: Dog Pound

Month/Year: August 2022

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
Mike Francis	F250 Ford Truck	1FTSX21598EB86131	103,480	103,481	1	
Mike Francis	F250 Ford Truck	1FTSX21598EB86131	103,481	103,489	8	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
Total Miles					9	

UPSHUR

UPSHUR COUNTY COMMISSION

MONTHLY MILEAGE LOG

DEPARTMENT: Maintenance

MONTH / YEAR: August 2022

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
Greg Harris	2020 F-250	IFT7XZB83LEE	13,881	14,604	723	0 22.19
Chris Alkire		84I72				0 31.69
Eric Poling						0 23.84
Loretta Koon						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
GRAND TOTALS					723	0 67.72 0

UPSHUR

County, West Virginia

UPSHUR COUNTY COMMISSION

MONTHLY MILEAGE LOG

DEPARTMENT: Maintenance

MONTH / YEAR: August 2022

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
GREG HARRIS	2019 Ford F-250	1FDBF2B69KEC81	13693	13977	284	24.7
Chris AlKire		902			0	
Eric Poling					0	
Louella Koone					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
GRAND TOTALS					284	24.7

UPSHUR

County, West Virginia

UPSHUR COUNTY COMMISSION

MONTHLY MILEAGE LOG

DEPARTMENT: Maintenance

MONTH / YEAR: August 2022

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
Greg Harris	2008 Toyota Tundra	5TBBV54188551	94914	95396	482	15.3
Chris Alkire		4917				14.5
Eric Poling						16.5
Loretta Koone					cans	18.00
GRAND TOTALS					482	64.3

Aug-22

UPSHUR COUNTY SHERIFF - MILEAGE AND FUEL

[illegible]



UPSHUR COUNTY COMMISSION

MONTHLY MILEAGE LOG

DEPARTMENT: Upshur 911

MONTH / YEAR: August 2022

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
Doyle Cutright II	2021 Ford Explorer	1FMSK8BH4MGC9760	5403	5795	392	0
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
			GRAND TOTALS		392	0

Notice of Meeting

for

Upshur County Fire Board, Incorporated

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

Location: Banks District Volunteer Fire Department Rock Cave, WV
Date: Tuesday, September 20, 2022
Time: 6:30 p.m.

AGENDA

Call Meeting to Order

Approval of Minutes---August 16, 2022

Public Questions/Comment Period

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

- Cumulative report
- Online payments
- Auditor Training

Financial Matters/Items

- Bank Statement---Checking Account Balance as of 08/31/2022---\$128,965.53
- Disbursement from Chief Tax Deputy for August---TBD prior to the meeting

Payment of Bills/Invoices

- *Software Systems---monthly maintenance---Invoice #36527---\$237.00
- *Upshur County Commission---reimbursement---Supplies---\$284.77

Appoint Audit Procurement Committee/send RFPs

Review and Approval of Corrective Tickets and Exoneration requests

Other Items/Matters to Consider

Date of Next Meeting---October 18, 2022, at the Adrian Volunteer Fire Department---Adjournment

Notice of Meeting
Buckhannon-Upshur Parks and Recreation Advisory Board

Date: September 20, 2022

Time: 5:30 PM

Location: Upshur Co. Recreational Park Pavilion

Agenda

1. Approval of minutes from August meeting
2. Financial Report
3. Trails update/approval/action or discussion on any needed expenses
4. Park and Recreation Director Report
5. Haunted Park/Trunk or Treat
6. Public Comment
7. Adjourn

Next Meeting:

Lewis/Upshur LEPC
Meeting Agenda-Lewis EMS
September 21, 2022

1. Call to Order
2. Pledge of Allegiance/ Moment of silence
3. Approval of minutes of previous meeting
4. Financial Report
5. Presentation by Shawn Dunbrack
6. Chairman's comments:
 - a. Introduction of guest
7. Grant updates:
 - a. Discussion of all grants
8. Committee reports:
 - a. Membership
 - b. By Laws
 - c. Public Education
 - d. Annual exercise planning team (HSEEP)
 - e. Hazard Assessment & Planning
9. Off Site Emergency Response Plans:
10. Old Business:
11. New Business:
12. Membership comments
13. Public comments
14. Adjournment

To Participate in the meeting virtually,
Please join my meeting from your computer, tablet or smartphone:

Special Session of City Council of Buckhannon
7:00 P.M. in Council Chambers
Meeting Agenda for Wednesday, September 21, 2022

A. Call to Order

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

B. Strategic Issues for Discussion and/or Vote

- B.1 Finalization of the Proposed SYCC Multipurpose Building Plan Design, Use of Space & Budget

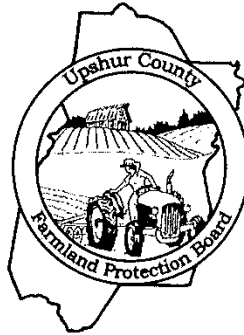
C. Comments and Announcements

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

D. Mayor's Comments and Announcements

E. Adjournment

POSTED 09-15-2022



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

Location: Upshur County Development Authority
21 E Main St, Conference Room First Floor
Buckhannon, WV 26201
Date: September 22, 2022
Time: 8 am

AGENDA

CALL MEETING TO ORDER / ROLL CALL

PUBLIC QUESTIONS / COMMENT PERIOD

APPROVAL OF MINUTES: August 25, 2022

BUSINESS ITEMS – Discussion/Update/Action

- Queen easement – Status update: Appraisal Received
- Current Application Update
 - Derico Title Search
 - Hinkle Hazardous Materials
 - McClain- Update
- Reminder Farmland Protection Meeting- Canaan Sept 28th to Sept 30th

FINANCIAL MATTERS – Discussion/Update/Action

- Financial Report- Financial Spreadsheet
 - Payment of Bills /Invoices -Turtley For You Consulting, Saddleback Services, etc

OTHER BUSINESS –

DATE OF NEXT MEETING –

ADJOURNMENT



**Upshur County Farmland Protection Board
Regular Monthly Meeting
June 1, 2022 at 6 pm**

**Upshur County Development Authority Conference Room
21 E Main St, Buckhannon, WV**

MEMBERS PRESENT: Lowell Peterson-Chairman, Jennifer Bostian, Arley Robinson-secretary, and Laura Rusmisell

MEMBERS ABSENT: John Sencindiver- Treasurer, Todd Payne-Vice Chairman, Kristie Tenney- County Commissioner

OTHERS PRESENT: Mimi Riffle

CALL TO ORDER: The Upshur County Farmland Protection Board meeting was called to order at 6:40 p.m. by Lowell Peterson, Chairman.

APPROVAL OF MINUTES: Motion by Jennifer Bostian, seconded by Arley Robinson, the Board moved to approve the minutes from April 2022 as presented. **Motion passed.**

BUSINESS ITEMS - UPDATE/ACTION ITEMS:

Queen easement – Status update– Appraisal was to have taken place on May 3rd. Mimi provided the last update as of May 31, 2022 that it could be two more weeks for the appraisal to be completed as per the appraiser.

FY22 Applications for Funding Consideration- The McClain applicant has been sent an Option and Agreement and Steps Letter packet. Once that come back the board can proceed to move forward. Mimi discussed with the Board that the Derico Applicants would like to proceed with the original Application that was submitted. Laura Rusmisell made the motion that the Board was to proceed with the Derico Application as presented. Jennifer Bostian seconded the motion, **Motion passed.** Mimi will prepare the Option and Contract and Steps Letter packet and get that mailed out by the end of the week.

FINANCIAL MATTERS - UPDATE/ACTION ITEMS:

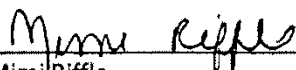
Financial overview was prepared by John Sencindiver and passed out at the meeting for viewing. Jennifer Bostian made the motion to approve the report as presented, Arley Robinson seconded the motion. **Motion passed.**

OTHER BUSINESS: No other business was discussed.

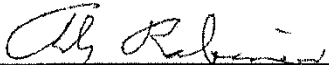
DATE AND LOCATION OF NEXT MEETING June 29, 2022 at 6 pm at the Upshur County Development Authority Conference Room


ADJOURN: 7:17 pm

Upshur County Farmland Protection Board Minutes Submitted By:


Mimi Riffle

Approved:


Arley Robinson


Laura Rusmisell



**Upshur County Farmland Protection Board
Regular Monthly Meeting
June 29, 2022 at 6 pm**

**Upshur County Development Authority Conference Room
21 E Main St, Buckhannon, WV**

MEMBERS PRESENT: Lowell Peterson-Chairman, Todd Payne, Laura Rusmisell and Jennifer Bostian (only present for short time)

MEMBERS ABSENT: John Sencindiver- Treasurer, Arley Robinson- Secretary, Kristie Tenney- County Commissioner

OTHERS PRESENT: Mimi Riffle

CALL TO ORDER: The Upshur County Farmland Protection Board meeting was called to order at 6:40 p.m. by Lowell Peterson, Chairman.

APPROVAL OF MINUTES: Minutes will be approved at the July 28th meeting due to a member becoming ill.

BUSINESS ITEMS - UPDATE/ACTION ITEMS:

Queen easement – Status update– Appraisal was to have taken place on May 3rd. Mimi provided the last update as of June 28, 2022 that it could be as early as next for the appraisal to be completed as per the appraiser.

FY22 Applications for Funding Consideration- Still waiting on McClain to sign Option Contract and Agreement. Derico Estate application will proceed, next step is Hazardous Material inspection.

Computer Quote: Mimi presented the board with the computer quote from Strategy IT. Todd Payne made the motion to purchase the laptop and all software necessary through Strategy IT. Budget not to exceed \$2,000. Jennifer Bostian seconded the motion. **Motion passed.**

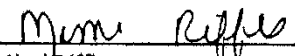
FINANCIAL MATTERS - UPDATE/ACTION ITEMS: Report will presented at July meeting

OTHER BUSINESS: No other business was discussed.

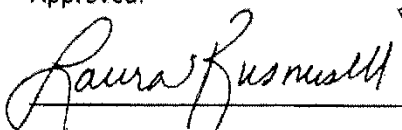
DATE AND LOCATION OF NEXT MEETING July 28, 2022 at 7:30 am at the Upshur County Development Authority Conference Room

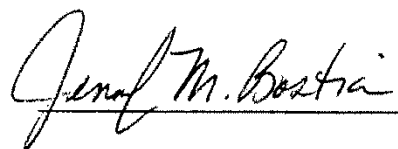
ADJOURN: 6:50 pm

Upshur County Farmland Protection Board Minutes Submitted By:


Mimi Riffle

Approved:





**Upshur County CVB Board Meeting Minutes
August 10, 2022**

Present: Rise Hanifan, Jen Bostian, Randy Sanders, Tammy Reger, Joey Baxa, Kevin Campbell, Laura Meadows, Tabatha Perry, Ronna Dittman

Meeting called to order by Rise Hanifan.

Minutes from July 2022 were reviewed.

Motion by Joey, second by Jen to approve the minutes as presented.

The Treasurer's Report was reviewed for July, 2022. The financials will be filed for a future accounting review.

Director's Report was presented by Laura Meadows.

- CVB Finances remain the same. SBA EIDL payments are in a deferred status until January 2023. The CVB will retain the SBA funds for the continued deferment period.
- WAMSB Updates: Randy presented updates to the Board, including regional resources and support being provided. A discussion on mass parking & transportation planning took place; suggestion to utilize the JF Allen property for parking. Volunteers are being sought to help communicate with & welcome bands. Ronna offered to ask the Women's Club in Elkins if they had any willing volunteers.
- Wesleyan Updates: as students & families prepare to move-in, the CVB is working to welcome them to the community. Wesleyan Welcome post cards are being placed in hotel rooms, offering free gift certificates to participate in a social media challenge. The CVB will also have a booth set-up at the Bobcat Fair.
- CVB Accreditation will be due in the near future – This accreditation evaluates all aspects of our organization's operations. We also are required to submit our financials to the State Auditors Office for review for the first time, since new legislation that looks closely at the financial and budgeting of operating CVB's in the State.

Event Center Report was presented by Laura Meadows.

- The Event Center Committee interviewed candidates for the open Event Center Manager position. Everyone was in agreement to offer Buck Edwards the position. Buck accepted and will begin August 15th.
- The price structure of the Event Center will be a top priority, to compare and properly compete with other venues.
- Laura gave an overview of events that have been help and are upcoming. This season is a bit slow, but the Fall months will be very busy with several bookings.

Old Business: None

New Business:

Meeting adjourned

Next Meeting scheduled for September 14, 2022

Minutes Presented by: Laura Meadows