

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: April 28, 2022
- 9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• April 21, 2022*
- 9:15 a.m. Tammy Reger, Director Buckhannon-Upshur Chamber of Commerce – Presentation of a Proclamation declaring the week of May 1st through 7th as National Small Business Week in Upshur County *

[Page 4](#)

Items for Discussion / Action / Approval:

1. Correspondence from Carrie L. Wallace announcing her resignation from the Upshur County Development Association Board of Directors, effective April 30, 2022. * [Page 5](#)
2. Adoption of a Resolution Authorizing the Execution of a Unanimous Written Consent In lieu of Annual Meeting of the Shareholders for the Upshur County Development Association. The consent designates all three members of the Board, including the Upshur County Administrator, until the next annual meeting. * [Pages 6-9](#)
3. Review and signature of WV Communities Self Insurance Risk Pool Coverage Intent Form. The total annual contribution including workers' compensation is \$189,636. * [Pages 10-38](#)
4. Reconsideration of correspondence from Shane Jenkins, President of the WV Strawberry Festival Board of Directors, requesting the donation of funds from ARP funds or from the general budget. This request was previously reviewed by the Commission at the regularly scheduled meeting held on February 10, 2022. * [Pages 39-40](#)
5. Consider layoff of employee. *
Item may lead to Executive Session per WV Code §6-9A-4 (A) [Under separate cover](#)
6. Correspondence from Gregory B. Woody, Director Upshur County Youth Camp requesting the employment of Roberta Huffman as full-time seasonal Cook/Supervisor with a start date of May 2, 2022. *
Item may lead to Executive Session per WV Code §6-9A-4 [Under separate cover](#)
7. Correspondence from Donna Matthews requesting consideration to remain serving on the Upshur County Fire Board as community representative for the 1st Magisterial District. If approved Ms. Matthews term will expire June 30, 2025* [Page 41](#)

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, Remote Work Request(s).

For Your Information:

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

1. Public Notices:

a) Newsletters and/or Event Notifications:

- Governor's Youth Opportunity Camp Pages 42-44
- ART26201 Young Filmmakers Camp Page 45
- ART26201 Young Storytellers Camp Page 46

b) Agendas and/or Notice of Meetings:

- Upshur County Public Library April 20, 2022 Page 47
- Region VII Planning and Development Council April 25, 2022 Page 48
- Upshur County Enhanced Emergency Telephone Advisory Board April 26, 2022 Page 49
- City Council of Buckhannon*Special Session April 28, 2022 Page 50

Meeting Minutes:

- Upshur County Farmland Protection Board February 17, 2022 Pages 51-52
- Upshur County Public Library February 23, 2022 Page 53
- Upshur County Fire Board March 22, 2022 Page 54

c) Meetings:

- 04/05/22 5:00 p.m. Elkins Road PSD
- 04/07/22 7:00 p.m. Banks District VFD
- 04/07/22 7:00 p.m. City Council of Buckhannon
- 04/07/22 7:00 p.m. Selbyville VFD
- 04/07/22 6:00 p.m. Buckhannon-Upshur Board of Health
- 04/07/22 3:00 p.m. Adrian PSD
- 04/11/22 6:00 p.m. Lewis-Upshur Community Corrections Board – Upshur Co
- 04/12/22 4:00 p.m. Hodgesville PSD
- 04/12/22 7:30 p.m. Adrian VFD
- 04/12/22 7:00 a.m. Upshur County Development Authority – Full Board
- 04/12/22 12:00 p.m. Upshur County Senior Center Board
- 04/12/22 7:00 p.m. Warren District VFD
- 04/13/22 3:00 p.m. Upshur County Conventions & Visitors Bureau
- 04/13/22 3:00 p.m. Tennerton PSD
- 04/13/22 12:00 p.m. Buckhannon-Upshur Chamber of Commerce
- 04/13/22 7:00 p.m. Ellamore VFD
- 04/13/22 6:00 p.m. Buckhannon River Watershed Association - Farm Bureau
- 04/14/22 7:00 a.m. Upshur County Development Authority *Executive Board

- 04/14/22 3:00 p.m. Upshur County Safe Sites & Structures Enforcement Board
- 04/14/22 7:30 p.m. Buckhannon VFD
- 04/10/22 6:00 p.m. Washington District VFD
- 04/11/22 12:00 p.m. Upshur County Family Resource Network
- 04/11/22 4:30 p.m. Upshur County Solid Waste Authority
- 04/11/22 5:30 p.m. Buckhannon-Upshur Recreational Park Advisory Board
- 04/11/22 4:00 p.m. Buckhannon Upshur Airport Authority
- 04/19/22 6:30 p.m. Upshur County Fire Board, Inc.
- 04/20/22 4:00 p.m. Upshur County Public Library Board
- 04/20/22 12:00 p.m. Lewis Upshur LEPC – Upshur Co.
- 04/21/22 6:30 p.m. Upshur County Youth Camp Board
- 04/21/22 5:00 p.m. Upshur County Farmland Protection Board
- 04/26/22 10:00 a.m. Wes-Mon-Ty Resource Conservation & Development Council
- 04/26/22 3:00 p.m. UC Enhanced Emergency Telephone Advisory Board
- 04/27/22 7:00 p.m. Upshur County Fire Fighters Association

2. Appointments Needed or Upcoming:

**None*

****If you are interested in serving on an Upshur County board, please submit your letter of interest to the Commission Office at 91 W. Main St., Suite 101, Buckhannon, WV 26201 or 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
May 5, 2022 — 9:00 a.m.
Upshur County Courthouse Annex



WHEREAS, America's strongest economic growth in almost 40 years has been driven by the resilience of our small businesses who, despite a world-wide pandemic, continue to pioneer innovative solutions to our country's greatest challenges and create opportunities for families and workers; and

WHEREAS, from the storefront shops that anchor Main Street to the high-tech startups that keep America on the cutting edge to the small manufacturers driving our competitiveness on the global stage, small businesses are the backbone of our economy and the cornerstones of our nation's promise; and

WHEREAS, when we support small business, jobs are created, and local communities preserve their unique culture; and

WHEREAS, because this country's 32.5 million small businesses create nearly two out of three jobs in our economy, we cannot resolve ourselves to create jobs and spur economic growth in America without discussing ways to support our entrepreneurs; and

WHEREAS, the President of the United States has proclaimed National Small Business Week every year since 1963 to highlight the programs and services available to entrepreneurs through the U.S. Small Business Administration and other government agencies; and

WHEREAS, Upshur County supports and joins in this national effort to help America's small businesses do what they do best – grow their business, create jobs, and ensure that our local communities remain as vibrant tomorrow as they are today.

NOW THEREFORE, BE IT RESOLVED that the UPSHUR COUNTY COMMISSION, West Virginia, in a regularly scheduled meeting held on April 28, 2022 hereby proclaims May 1 through May 7, 2022 as National Small Business Week in Upshur County, and calls on all government agencies, private organizations, and the citizens of Upshur County to shop local and build a stronger, more resilient community and nation.

Signed this 28th Day April, 2022

Kristie G. Tenney, President
Upshur County Commission

Terry Cutright, Commissioner

Sam Nolte, Commissioner



Carrie L. Wallace
146 Springbrook Lane
Buckhannon, WV 26201
(304)642-4521
carrie.wallace88@gmail.com

April 25, 2022

Upshur County Development Association
c/o Jennifer Bostian
21 E. Main St.
Buckhannon, WV 26201
jen@upshurda.com

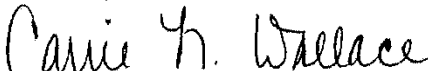
Sent via electronic mail only

Ms. Bostian,

Please accept this letter as my resignation from the Upshur County Development Association. As you are aware, I have recently accepted a new position with Region VII Planning & Development Council and will be leaving my position as County Administrator at the end of the week. I find it appropriate to appoint Tabatha Perry, who has been named as my successor, to fill the vacant position caused by my resignation.

Should you have any questions, or require additional information, please feel free to contact me via email or telephone.

Sincerely,


Carrie L. Wallace

RESOLUTION OF THE COUNTY COMMISSION OF UPSHUR COUNTY

WHEREAS, The County Commission of Upshur County (the “County Commission”) and Upshur County Development Authority (the “Authority”) are the sole shareholders (together, the “Shareholders”) of Upshur County Development Association, Inc., a joint development entity incorporated in accordance with Chapter 7, Article 12, Section 9b of the Code of West Virginia, 1931, as amended (the “Corporation”);

WHEREAS, the Bylaws of the Corporation provide for an annual meeting of the Shareholders and permit any action required or permitted to be taken at an annual or special meeting of the Shareholders to be taken without a meeting if, prior or after the action, a consent or consents thereto are signed by all of the shareholders who would be entitled to vote at a meeting for such purpose; and

WHEREAS, the County Commission desires to approve the Unanimous Consent of Shareholders in Lien of Annual Meeting (the “Unanimous Consent”) in substantially the form attached hereto as **Exhibit A** and incorporated herein by reference.

NOW THEREFORE, AND IN CONSIDERATION OF THE FOREGOING, THE COUNTY COMMISSION RESOLVES AS FOLLOWS:

1. The County Commission hereby approves and adopts the Unanimous Consent in substantially the form attached hereto.
2. The County Commission hereby authorizes its President to execute the Unanimous Consent on behalf of the County Commission.
3. The County Commission hereby ratifies and confirms the acts of any officer or employee of the County Commission in furtherance of the actions set forth in the Unanimous Consent.
4. This Resolution shall take effect upon its adoption.

Adopted this 28th day of April, 2022.

By: _____
President

Exhibit A

Form of Unanimous Consent

(attached hereto)

UPSHUR COUNTY DEVELOPMENT ASSOCIATION, INC.

UNANIMOUS CONSENT OF SHAREHOLDERS IN LIEU OF ANNUAL MEETING

The undersigned, being the sole Shareholders of Upshur County Development Association, Inc., a joint development entity incorporated in accordance with Chapter 7, Article 12, Section 9b of the Code of West Virginia, 1931, as amended (the "Corporation"), hereby consent to and approve the following actions by the Shareholders, without a meeting, in order to accomplish the 2022 Annual Meeting of the Shareholders of the Corporation:

Election of Directors

WHEREAS, Jennifer Tanner-Bostian, Carrie Wallace and Terry Cutright are the directors of the Corporation as consented to and approved by the Shareholders;

WHEREAS, on April 25, 2022, Carrie Wallace resigned from the Board of Directors of the Corporation (the "Board"); and

WHEREAS, the Shareholders desire to elect the directors of the Corporation in accordance with the Bylaws of the Corporation.

RESOLVED, that the following persons be, and they hereby are, elected as members of the Board to serve for a term which shall expire at the next succeeding annual meeting of the Shareholders, upon the selection and qualification of any director's successor, or upon any director's earlier death, resignation, or removal:

Name

Jennifer Tanner-Bostian
Tabatha Perry
Terry Cutright

Counterparts

RESOLVED, that this Unanimous Consent of Shareholders in Lieu of Annual Meeting may be executed in two counterparts, each of which shall be deemed an original, and which together shall constitute one and the same instrument, each and/or all of which shall be filed in the minute book of the Corporation in place of any minutes of the annual meeting.

[Remainder of Page Intentionally Left Blank]

Dated the _____ day of May, 2022.

THE COUNTY COMMISSION OF UPSHUR
COUNTY, WEST VIRGINIA

By: _____
Its: President

UPSHUR COUNTY DEVELOPMENT
AUTHORITY

By: _____
Its: Executive Director



Self Insurance Proposal April 19, 2022

Upshur County Commission

Package coverages, terms, conditions, and exclusions are only briefly outlined. For complete provisions, please refer to the coverage contract. (2021-2022)

For additional information, please contact: Member Services at (844) 986-2705 or info@riskprograms.com



WELCOME TO WVcorp

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

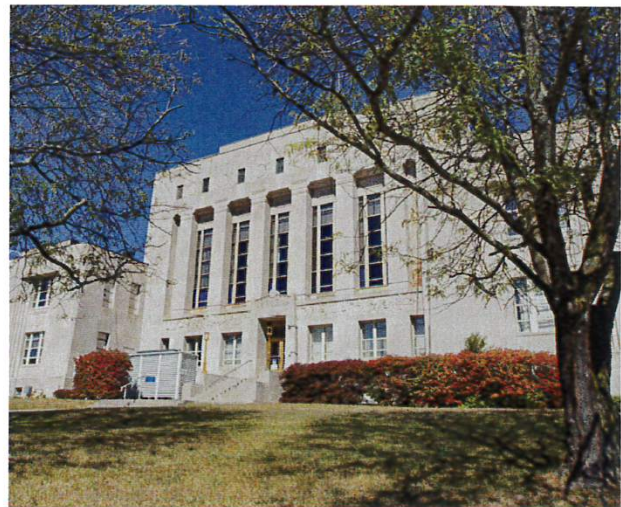
Property	General Liability	Workers' Compensation
Inland Marine	Public Officials Liability	Business Automobile
Equipment Breakdown	Law Enforcement Liability	Cyber Risk
Crime	Environmental Liability	Excess Liability Limits

WELCOME TO WVcorp

YOU'RE CHOOSING OWNERSHIP

At WVcorp, you are an owner of the program and its assets. Unlike traditional insurance providers, we have no outside owners, investors or shareholders expecting dividends or profits to be generated from our programs. Rather than profit-minded executives making decisions, we have a Supervisory Board elected from and by our members. The Board approves all major risk pool decisions, and as a voting member, you have a direct voice in the decisions that matter most to your organization.

**In choosing WVcorp,
you are choosing a
partner that is unlike
any traditional
insurance provider for
one reason: you are
truly our primary
concern.**



YOU'RE CHOOSING PRICE STABILITY

No one likes surprises. The pool was founded to provide an alternative to the commercial insurance marketplace, in part based on the principle of providing price stability. This long-standing ideal has guided our decisions since day one. While the commercial market has seen considerable volatility and rate increases,

and competitors have stripped away coverages to combat rate increases, the pool has enjoyed rate stability for more than a decade, even as we've consistently expanded coverages. It all adds up to giving you peace of mind that rates will remain predictable, aiding in long-term planning and budgeting.

YOU'RE CHOOSING SPECIALIZED PROTECTION

We were created by public entities, service only public entities, and are directed by our Board elected from within our membership. This gives our organization remarkable focus, and it's allowed us to grow our team with experts that know your organization and its unique needs, because serving partners like you is all we do. It also means we're able to keep ahead of regulatory and other changes as or even before

they happen, adjusting coverages or creating new programs as needed.

Our expert Risk Control team works directly with members to provide employee training, safety audits, or consult on relevant risk management topics to help prevent claims from occurring. It's all part of our commitment to address your need for protection holistically.



YOU'RE CHOOSING TRANSPARENCY

We're proud of the products and services we offer, so we feel there's no need to play games or hide behind gimmicks. Although our policy period begins on July 1, renewal quotes are distributed as early as mid-March, giving you ample time to prepare your budget. We empower members to run your own loss reports at the click of a button on our website without having to request that information through an agent. Because we're partners when it comes to protecting your assets, we openly share every bit of information we have for each of your claims. With our online claim viewer, we bring you behind the curtain and give you the same access to financials and notes that our adjusters have themselves.

MEMBERSHIP HIGHLIGHTS

WEBSITE

- Intuitive, user-friendly design
- Claims reporting with instantaneous claim number
- Risk management tools and templates
- Downloadable employee training presentations and webinars
- Customizable loss reports
- Claim viewer giving access to claim summaries, financials, and adjuster notes
- Property and vehicle schedule editing tool
- Certificates of insurance request feature

RISK CONTROL

- Facility safety assessments
- Certified Playground Safety Inspectors (CPSI)
- Risk management policy creation and consultation
- In person and web-based employee training – safety, liability, human resource, cyber security, and more
- Loss analysis
- Safety committee assistance and participation
- Up to 14 hours of approved CE-credits for law enforcement
- Hot topic workshops presented at various conferences across West Virginia



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

WORKERS' COMPENSATION

- Medical Bill Review provides savings across multiple medical provider networks to ensure cost effective treatment
- First Fill program so employees have no "out of pocket" for prescriptions

CYBER RISK

- Comprehensive cyber risk coverage like no other West Virginia provider
- No deductible
- Optional limits up to \$5,000,000
- Designated breach coach guides legal guidance on cyber incidents
- Live and webinar based cyber security training available

SERVICES

- Property valuations provided at no charge
- Investigations unit available for claim surveillance and analysis
- Tenant User Liability Insurance Program (TULIP) makes it simple to acquire short-term event coverage for facility users
- Contract and lease review to ensure adequate coverage requirements
- Safelite Auto Glass direct billing allows for quick and painless glass replacement; with a deductible waiver with glass repairs

COVERAGE

- Guaranteed replacement cost on property coverage
- No annual aggregate on general liability coverage
- Pollution liability coverage for first party and third party clean up
- Optional increased crime coverage limits available
- Defense coverage for EEOC and OCR complaints included





Contribution Summary Form

Upshur County Commission

Coverage	Deductible	Contribution	
Property : Special Form; Replacement Cost (or stated otherwise); No Coinsurance; Blanket	See Schedule	\$33,426	↑ \$814
Inland Marine : Replacement Cost if Scheduled, otherwise Actual Cash Value	See Schedule	\$3,978	↑ \$133
Equipment Breakdown	\$1,000	\$3,523	↑ \$86
General Liability : \$1,000,000 Combined Single Limit; Occurrence Form; No Annual Aggregate; Non-Audited	None	\$43,164	↑ \$389
Law Enforcement Liability : \$1,000,000 Limit	\$10,000	Included	✓
Public Officials Liability : \$1,000,000 Limit Each Wrongful Act	\$10,000	\$12,150	↑ \$164
Automobile : \$1,000,000 Liability for Owned Autos; Coverage Level per Schedule; Automatic Coverage for Additions; Non-Audited	See Schedule	\$36,080	↑ \$410
Crime : Blanket \$250,000 Faithful Performance; In/Out Robbery; Counterfeit; Forgery; Computer Fraud; Telephone Toll Fraud \$25,000 sublimit	\$250	\$950	✓
Excess Liability : Refer to the proposal page for limit information. Underlying limits must be exhausted before excess liability is available for losses.	None	\$6,338	↓ \$2045
Environmental Liability : \$500,000 Limit	\$25,000	Included	✓
Cyber Risk : \$1,000,000 Limit	None	\$3,000	↑ \$3,000
Workers' Compensation :	None	\$50,012	↑ \$17,178
Grand Total Annual Contribution		\$192,621	↑ \$20,129
	Less Rate Credit(P&C)	(\$2,371)	
	Less Rate Credit(WC)	(\$614)	
	Total Contribution Due	\$189,636	↑ \$20,600

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

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

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

Budget included
\$53K
increase



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

**2022 - 2023 Quote Options for
Upshur County Commission**

OPTION 1 : Cyber Risk - Increased Liability

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

Limit	Deductible	Additional Contribution
\$1,000,000	\$0	Included in Proposal
\$2,000,000	\$0	\$4,500
\$3,000,000	\$0	\$6,000

\$5,000,000 limit option is available upon request



Property

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

Buildings and Contents	
Total Building Values	\$ 26,488,119
Total Contents Values	\$ 2,873,604
Business Income / Extra Expense (\$100,000 Automatic or as scheduled)	\$ 450,000

↑ 644,900
↑ 78,782
✓

Coverage Includes: (no additional charge)*
<ul style="list-style-type: none"> • Back-up of Sewers & Drains: \$1,000,000 Limit ✓ • Debris Removal: \$20,000,000 Pool Limit ✓ • Pollutant Clean-up and Removal: \$500,000 Pool Limit ✓ • Newly Acquired Property: \$10,000,000 Limit (up to 120 Days) ✓ When timely reported, covered until renewal at no additional charge if under \$500,000 in value; additional charge for new values above \$500,000 ✓ • Property in Transit: \$5,000,000 Pool Limit ✓ • Utility Services Time Element: \$2,000,000 Pool Limit ✓ • Building Ordinance/Increased Cost of Construction/Demolition: up to \$20,000,000 Pool Limit ✓ • Earthquake, Volcanic Eruption, Landslide, and Mine Subsidence: up to \$10,000,000 Pool Limit ✓ • Flood (if outside the 100 year flood plain): up to \$10,000,000 Pool Limit ✓ • Architect & Engineering fees for plans, specifications, and supervision included upon replacement • Error in Reporting Provision • Improvements and Betterments to buildings leased by the member • Signs, fences, light poles, antenna, masts, and towers; retaining walls are covered within 1,000 feet of the premises provided their values are included in the schedule
<i>*Does not apply to properties valued at Actual Cash Value (ACV)</i>

Coverage Available (Additional Charge):
Builders' Risk during building construction (Optional - must be reported)

Perils Covered
<ul style="list-style-type: none"> • Special Form; specifically drafted for local government; all perils are covered except those specifically excluded. • Flood (if outside the 100 year flood plain) and Earthquake are included.

Valuation
<ul style="list-style-type: none"> • Building & Contents – Replacement Cost, except vacant property at Actual Cash Value or stated otherwise • Business Income - Actual Loss Sustained
Other Terms
<ul style="list-style-type: none"> • Blanket Limit • No Coinsurance • Vacant Buildings must be reported. <i>If vacant building becomes occupied, please notify WVCoRP to ensure proper coverage is in place.</i>
Deductibles (Per Occurrence)
<ul style="list-style-type: none"> • \$1,000 Building & Contents • \$25,000 Flood • \$25,000 Earthquake
Definitions
<ul style="list-style-type: none"> • Replacement Cost (RC): The cost to repair, rebuild, or replace, at the same site, lost, damaged, or destroyed property, with other property of comparable size, material, and quality; or the applicable Limit of Coverage. • Actual Cash Value (ACV): The cost to repair, rebuild, or replace lost or damaged property, at the time and place of the loss, with other property of comparable size, material and quality, less allowance for physical deterioration, depreciation, obsolescence, and depletion. • Functional Replacement Cost: The cost of repairing or replacing damaged or stolen property with the same kind or quality; or comparable new property as of the time of loss; or applicable Limit of Coverage. • Vacant: A building that does not contain adequate Covered Property to conduct customary business operations.



Inland Marine

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

Inland Marine	
Total Inland Marine Value (Per Schedule)	\$ 1,938,139

↑ \$105,864

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

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

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

Deductible
See Schedule

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

Equipment Breakdown

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

Limits

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

Covered Events

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

Deductibles

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



General Liability

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

Basis of Contribution

Net Operating Expense	\$ 4,320,736 ✓
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Limits

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

Additional Coverages

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

Sublimits

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

Deductible

None



Cyber Risk

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

Limits
<ul style="list-style-type: none">• \$1,000,000 Per Occurrence and Aggregate - Per Member ✓

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

Environmental Liability

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

Limits

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

Coverages

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

Exclusions *

- Underground Storage Tanks
- Landfills

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

Deductible

- \$25,000 Per Occurrence



Law Enforcement Liability

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

Limit

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

Coverages

Follows Coverage Contract for Liability Coverage

Additional Coverages

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

Deductible

- \$10,000 Per Occurrence ✓



Public Officials Liability *NEW DETAIL*

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

Limits

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

Policy Form

Occurrence

Coverages

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

Additional Provisions

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

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

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

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

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

Deductible

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



Automobile Liability and Physical Damage

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

Basis of Contribution	
Number of Vehicles	36 ✓

Liability
Limits
<ul style="list-style-type: none"> ✓ \$1,000,000 Liability Limit For Owned and Hired Autos - Bodily Injury and Property Damage - Each Occurrence ✓ \$2,000 Medical Payments (Per Person) ✓ \$1,000,000 Non-Owned Auto Liability (excess over any other collectible insurance) ✓ \$1,000,000 Uninsured Motorist ✓ \$250,000 Underinsured Motorist ✓ \$1,000,000 Garage Liability ✓ \$100,000 Garagekeepers • No Annual Aggregate
Additional Coverages
<ul style="list-style-type: none"> • Out of State No Fault Coverage provided at the basic minimum limits required by state law • Newly acquired vehicles covered until renewal at no additional charge • Unlimited Physical Damage for all owned vehicles; deductible will apply ✓ Replacement cost coverage can be provided on any vehicle with a replacement cost value in excess of \$50,000 <ul style="list-style-type: none"> ◦ Must be reported at 100% of replacement cost value ◦ Additional charge will apply

Physical Damage
Deductibles
<ul style="list-style-type: none"> ✓ \$500 Comprehensive (ACV) ✓ \$500 Collision (ACV) ✓ \$1,000 Hired Car Physical Damage Comprehensive (up to \$50,000) ✓ \$1,000 Hired Car Physical Damage Collision (up to \$50,000) ✓ \$1,000 Garagekeepers

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

Please provide values for all vehicles you wish to have this coverage applied to effective 07/01/2022



Crime Coverage

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

Limits

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

Coverage Forms

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

Public Officials Required Bond

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

Deductible

- \$250 Per Occurrence ✓

Excess Liability *NEW DETAIL*

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

Limits
<ul style="list-style-type: none"> • Excess Automobile Liability <ul style="list-style-type: none"> ◦ \$1,000,000 Limit ◦ \$0 Excess Liability Aggregate • Excess General Liability <ul style="list-style-type: none"> ◦ \$1,000,000 Limit ◦ \$0 Excess Liability Aggregate • Excess Law Enforcement Liability <ul style="list-style-type: none"> ◦ \$1,000,000 Limit ◦ \$0 Excess Liability Aggregate • Excess Public Officials Liability <ul style="list-style-type: none"> ◦ \$1,000,000 Limit ◦ \$1,000,000 Annual Aggregate
<p><i>*Does not include Non-Owned Automobile Liability, Garage Liability, and Uninsured/Underinsured Motorists Coverage</i></p>



Workers' Compensation

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

Coverages

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

Employers' Liability

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

Classification	Group	Code	Payroll	Rate (Per \$100 Payroll)	Contribution	
Police Officers & Drivers		7720	\$728,756	\$3.02	\$22,008.43	↓ \$774.13
Clerical		8810	\$2,018,050	\$0.15	\$3,027.08	↓ \$303.68
Attorney - All Employees		8820	\$381,958	\$0.10	\$381.96	↑ \$11.13
Animal Control		8831	\$101,767	\$0.93	\$946.43	↑ \$47.32
Building Operated by Owner		9015	\$154,328	\$2.39	\$3,688.44	↓ \$117.32
Park NOC - All		9102	\$132,498	\$1.98	\$2,623.46	↓ \$39.37
Municipal Employees NOC		9410	\$222,864	\$2.30	\$5,125.87	↓ \$110.36
Total Payroll:			\$3,740,221			

Manual Contribution	\$37,801.67	↓ \$1286.41
Experience Modification	1.26	↑ 0.46
Modified Contribution	\$47,630.10	↑ \$16,354.64
Scheduled Debit/Credit	\$0.00	✓
Regulatory Surcharge	1.05	✓
Total Estimated Annual Contribution	\$50,012	↑ \$17.178

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

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

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

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

Subject to Audit and Annual Adjustment
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Upshur County Commission

ATTENTION

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

2022 - 2023 Coverage Intent Form

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

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

OPTIONAL QUOTES PROVIDED HEREIN:

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

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

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

Kristie G. Tenney _____ 4/28/2022
 PRINTED NAME SIGNATURE DATE



Upshur County Commission

Coverage Term : 7/1/2022 - 7/1/2023

BUILDINGS AND CONTENTS SCHEDULE

Replacement Cost or Stated Otherwise

Loc #	Bldg #	Bldg Description	Street Address	City	Bldg Value	Cts Value	Deductible	Builders Risk	Demo / Debris Removal Only	Agreed Value	Actual Cash Value
1	1	Gould Lodge	76 Youth Camp Road	Selbyville	\$180,300.00	\$10,000.00	\$1,000.00				
1	10	Pool Filter Building	76 Youth Camp Road	Selbyville	\$48,300.00	\$15,000.00	\$1,000.00				
1	11	Bath House	76 Youth Camp Road	Selbyville	\$26,533.00	\$6,634.00	\$1,000.00				
1	12	Nurses Cabin	76 Youth Camp Road	Selbyville	\$39,800.00	\$0.00	\$1,000.00				
1	13	Storage Bldg	76 Youth Camp Road	Selbyville	\$6,634.00	\$6,634.00	\$1,000.00				
1	14	Hunter's Lodge	76 Youth Camp Road	Selbyville	\$26,533.00	\$6,634.00	\$1,000.00				
1	15	Cook's Cabin	76 Youth Camp Road	Selbyville	\$26,533.00	\$0.00	\$1,000.00				
1	16	Shower House #1	76 Youth Camp Road	Selbyville	\$6,634.00	\$6,634.00	\$1,000.00				
1	17	Shower House #2	76 Youth Camp Road	Selbyville	\$6,634.00	\$6,634.00	\$1,000.00				
1	18	Garage/Shop	76 Youth Camp Road	Selbyville	\$6,634.00	\$3,979.00	\$1,000.00				
1	19	Pump House	76 Youth Camp Road	Selbyville	\$13,266.00	\$13,266.00	\$1,000.00				
1	2	Maple Lodge	76 Youth Camp Road	Selbyville	\$180,300.00	\$10,000.00	\$1,000.00				
1	20	Garage/Garbage Area	76 Youth Camp Road	Selbyville	\$33,168.00	\$19,901.00	\$1,000.00				
1	21	Generator Bldg	76 Youth Camp Road	Selbyville	\$11,593.00	\$0.00	\$1,000.00				
1	22	Pool	76 Youth Camp Rd	Selbyville	\$272,000.00	\$0.00	\$1,000.00				
1	3	Terrace Lodge	76 Youth Camp Road	Selbyville	\$180,300.00	\$10,000.00	\$1,000.00				
1	4	Rhododendron Lodge	76 Youth Camp Road	Selbyville	\$180,300.00	\$10,000.00	\$1,000.00				
1	5	Heavener Hall/Selbyville Youth Camp	76 Youth Camp Road	Selbyville	\$599,500.00	\$6,000.00	\$1,000.00				
1	6	Smith Assembly Hall/Selbyville Youth Camp	76 Youth Camp Road	Selbyville	\$404,500.00	\$6,000.00	\$1,000.00				
1	7	Picnic Shelter	76 Youth Camp Road	Selbyville	\$35,600.00	\$2,000.00	\$1,000.00				
1	8	Dining Hall/Selbyville Youth Camp	76 Youth Camp Road	Selbyville	\$707,500.00	\$39,000.00	\$1,000.00				
1	9	Caretakers Home	76 Youth Camp Road	Selbyville	\$163,900.00	\$10,000.00	\$1,000.00				
10	1	Community Bldg	Ten Mile	Buckhannon	\$10,613.00	\$0.00	\$1,000.00				
11	1	James Curry Library	1721 Brooks Hill Road	French Creek	\$319,000.00	\$168,000.00	\$1,000.00				
11	2	Pavillion at James Curry Library	Brooks Hill Area	Buckhannon	\$28,139.00	\$0.00	\$1,000.00				
11	3	Pavillion at James Curry Library	Brooks Hill Area	Buckhannon	\$56,275.00	\$0.00	\$1,000.00				
13	1	Radio Broadcasting Facility	Tallmansville	Tallmansville	\$20,000.00	\$9,288.00	\$1,000.00				
15	1	10 x 10 Pavillion	Pringle Tree Park	Buckhannon	\$5,000.00	\$0.00	\$1,000.00				
16	1	E911/OEM Building	181 Pallottine Drive	Buckhannon	\$1,000,500.00	\$117,500.00	\$1,000.00				
16	2	E911 Radio Tower	181 Pallottine Dr	Buckhannon	\$482,000.00	\$0.00	\$1,000.00				
17	1	Administrative Annex Building	91 W. Main Street	Buckhannon	\$469,000.00	\$27,500.00	\$1,000.00				
17	3	WVU Extension Garage	91 W Main St	Buckhannon	\$40,000.00	\$4,000.00	\$1,000.00				
18	1	Calvin Phillips Garage	1178 Rt 20 South Road	Buckhannon	\$10,000.00	\$0.00	\$1,000.00				
18	2	Hair/Nail Express Salon	1178 Rt 20 South Road	Buckhannon	\$10,000.00	\$0.00	\$1,000.00				
19	1	James W Curry Maintenance Garage	Brooks Hill Rd	French Creek	\$20,000.00	\$10,000.00	\$1,000.00				
2	1	Pool Bldg	308 B-U Drive	Buckhannon	\$159,300.00	\$30,000.00	\$1,000.00				
2	10	Batting Cage	308 B-U Dr	Buckhannon	\$11,860.00	\$0.00	\$1,000.00				
2	11	Dugouts	308 B-U Dr	Buckhannon	\$3,320.00	\$0.00	\$1,000.00				
2	12	Fence & Lights	308 B-U Dr	Buckhannon	\$18,350.00	\$0.00	\$1,000.00				
2	13	17X72 Tunnel Building	308 B-U Drive	Buckhannon	\$40,000.00	\$0.00	\$1,000.00				
2	14	10X16 Maintenance Shed	308 B-U Drive	Buckhannon	\$3,000.00	\$0.00	\$1,000.00				
2	2	County Park Pool	308 Bu Drive	Buckhannon	\$1,095,000.00	\$0.00	\$1,000.00				
2	3	4-H Pavillion	308 B-U Drive	Buckhannon	\$122,900.00	\$0.00	\$1,000.00				

2	4	Pavillion	308 B-U Drive	Buckhannon	\$62,900.00	\$0.00	\$1,000.00					✓
2	5	Pavillion	308 B-U Drive	Buckhannon	\$32,100.00	\$0.00	\$1,000.00					✓
2	6	4-H Storage	308 B-U Drive	Buckhannon	\$7,500.00	\$3,000.00	\$1,000.00					✓
2	7	Concession Stand	308 B-U Dr	Buckhannon	\$9,500.00	\$0.00	\$1,000.00					✓
2	8	Shed (10X12)	308 B-U Dr	Buckhannon	\$2,500.00	\$0.00	\$1,000.00					✓
2	9	Shed (4X8)	308 B-U Dr	Buckhannon	\$500.00	\$0.00	\$1,000.00					✓
20	1	Hampton Community Building	1556 Hampton Road	Buckhannon	\$150,000.00	\$20,000.00	\$1,000.00					NEW
21	1	Day Report Center / Community Corrections Office	85 W. Main Street	Buckhannon	\$300,000.00	\$40,000.00	\$1,000.00					NEW
22	1	Lewis-Upshur Comm Corr Day Report Center	230 E 1st Street	Weston	\$194,900.00	\$40,000.00	\$1,000.00					NEW
3	1	Upshur Co Library	1150 Route 20 South Rd	Buckhannon	\$2,788,500.00	\$788,000.00	\$1,000.00					✓
4	1	EMS Bldg	164 Pocahontas Street	Buckhannon	\$637,500.00	\$75,500.00	\$1,000.00					✓
5	1	Health Dept	15 N Locust Street	Buckhannon	\$465,000.00	\$0.00	\$1,000.00					✓
5	2	Dome Metal Building	15 N Locust Street	Buckhannon	\$7,000.00	\$0.00	\$1,000.00					✓
5	3	Green Metal Building	15 N Locust Street	Buckhannon	\$15,000.00	\$0.00	\$1,000.00					✓
6	1	Old Jail Record Storage & File	14 S Locust Street	Buckhannon	\$1,391,000.00	\$105,000.00	\$1,000.00					✓
7	1	Animal Shelter	318 Mud Lick Road	Buckhannon	\$284,500.00	\$27,000.00	\$1,000.00					✓
8	1	Maintenance Bldg	40 Chancery Street	Buckhannon	\$625,000.00	\$65,000.00	\$1,000.00					✓
9	1	Courthouse	40 W Main Street	Buckhannon	\$6,940,500.00	\$645,000.00	\$1,000.00					✓
9	2	Courthouse Annex	38 W Main Street	Buckhannon	\$5,493,500.00	\$510,500.00	\$1,000.00					✓
Totals			Count: 62		\$26,488,119.00	\$2,873,604.00						

↑ 644,900 ↑ 78,782



WVcorp

Upshur County Commission

Coverage Term : 7/1/2022 - 7/1/2023

INLAND MARINE SCHEDULE

Equipment Type	Department	Item Description	Serial Number	Value	Deductible
Contractor's Equipment		Blanket Rented and Leased Equipment		\$250,000.00	\$1,000.00
Electronic Data Hardware		Blanket EDP from Appraisal		\$864,000.00	\$1,000.00
Electronic Data Hardware	Annex	Computer Hardware		\$100,000.00	\$1,000.00
Electronic Data Hardware	Annex	AS 400 Computer Equipment		\$120,000.00	\$1,000.00
Electronic Data Hardware	Courthouse	Blanket Hardware		\$50,000.00	\$1,000.00
Electronic Data Software	Annex	Blanket Software		\$50,000.00	\$1,000.00
Electronic Data Software	Courthouse	Blanket Software		\$50,000.00	\$1,000.00
Miscellaneous Equipment	4H Camp	2006 John Deere 410 Loader Attachment	1153	\$2,500.00	\$1,000.00
Miscellaneous Equipment	4H Camp	2006 John Deere 46 Backhoe Attachment	0070	\$8,000.00	\$1,000.00
Miscellaneous Equipment	4-H Camp	Ferris Zero Turn IS3200Z Series 60" mower	60059	\$10,500.00	\$1,000.00
Miscellaneous Equipment	BU Rec Park	Gemini Commercial Automatic Swimming Pool Cleaner	1249	\$4,919.00	\$1,000.00
Miscellaneous Equipment	BU Rec Park	Sound System (size 47x166), OWI P8378pb70V		\$2,706.00	\$1,000.00
Miscellaneous Equipment	Circuit Courtroom	2 Stage Wheelchair Lift	0199	\$66,500.00	\$1,000.00
Miscellaneous Equipment	Maintenance	Salt Dogg Salt Spreader Model # TGS07	8700	\$2,800.00	\$1,000.00
Miscellaneous Equipment	Maintenance	John Deere Tractor Model 2720 w/Backhoe Attachment	0052	\$7,300.00	\$1,000.00
Miscellaneous Equipment	Pringle Tree Park - Burec Park	Playground Equipment		\$25,000.00	\$1,000.00
Miscellaneous Equipment	Security	Wave PLUS 100 Duress Alarm System		\$23,685.00	\$1,000.00
Miscellaneous Equipment	Sheriff	27 Firearms		\$19,239.00	\$1,000.00
Miscellaneous Equipment	Sheriff	(10) Tasers - various		\$24,000.00	\$1,000.00
Mobile Equipment	4H Camp	John Deere 60 inch Mower Deck	2465	\$1,800.00	\$1,000.00
Mobile Equipment	4H Camp	1992 Scissor Lift Snorkel	0195	\$3,000.00	\$1,000.00
Mobile Equipment	4H Camp	Kubota Tractor B6000		\$3,090.00	\$1,000.00
Mobile Equipment	4H Camp	1978 Ford Tractor	2000	\$4,120.00	\$1,000.00
Mobile Equipment	4H Camp	2016 Kawasaki Mule KAF620P	0003	\$7,500.00	\$1,000.00
Mobile Equipment	4H Camp	2006 John Deere Tractor	4110	\$10,000.00	\$1,000.00
Mobile Equipment	Curry	John Deere Tractor	0698	\$16,500.00	\$1,000.00
Mobile Equipment	Maintenance	John Deere X585 Tractor/62C Mower	2905	\$9,000.00	\$1,000.00
Mobile Equipment	Maintenance	Simplicity Tractor	00383	\$10,000.00	\$1,000.00
Mobile Equipment	Sheriff	2015 Kawasaki Teryx ATV	1975	\$11,000.00	\$1,000.00
Radios & Equipment	E-911	Radio System		\$100,000.00	\$1,000.00
Radios & Equipment	E-911	E-911 Systems		\$155,000.00	\$1,000.00
Radios & Equipment	E-911	CAD System		\$500,000.00	\$1,000.00
Radios & Equipment	Sheriff	(16) Sheriff Dept. Body Cameras		\$14,320.00	\$1,000.00
Telephone System	Annex	Telephone System		\$100,000.00	\$1,000.00
Telephone System	Courthouse	Telephone System		\$100,000.00	\$1,000.00
Telephone System	E911/DHSEM	Telephone System Hardware		\$8,000.00	\$1,000.00
Trailers	Maintenance	2014 HMS TL	2305	\$5,700.00	\$1,000.00
Trailers	Maintenance	2005 King Trailer Cargo	0705	\$10,000.00	\$1,000.00
Trailers	OEM	2011 TOP Trailer	2147	\$3,500.00	\$1,000.00
Trailers	OEM	2009 Lark Trailer	4886	\$10,000.00	\$1,000.00
Trailers	OEM	2009 Lark Trailer	4895	\$10,000.00	\$1,000.00
Trailers	OEM	2009 Lark Trailer	4891	\$10,000.00	\$1,000.00
Trailers	OEM	2012 BEN Trailer	8882	\$10,000.00	\$1,000.00
Trailers	Office of Emergency Services	2010 Lark Trailer	9306	\$8,460.00	\$1,000.00
Trailers	Sheriff	2006 Speed Trailer	3152	\$10,000.00	\$1,000.00
Voting Machines	Election	Blanket Voting Equipment		\$360,000.00	\$1,000.00
Totals		Count: 46		\$3,172,139.00	

↑ 86,125



WVcorp

Upshur County Commission

Coverage Term : 7/1/2022 - 7/1/2023

BUSINESS AUTO SCHEDULE

Vehicle #	Dept	Year	Make	Model	Vin	Repl. Cost Value	Comp Ded	Coll Ded	
	OEM	2019	Chevrolet	Silverado	1064	\$0.00	\$500.00	\$500.00	✓
	Maintenance	2019	Ford	F-250	1902	\$0.00	\$500.00	\$500.00	✓
	Sheriff	2019	Ford	Police Interceptor	9379	\$0.00	\$500.00	\$500.00	✓
	Animal Control	2019	Dodge	1500	2640	\$0.00	\$500.00	\$500.00	✓
	Sheriff	2019	Dodge	1500	1832	\$0.00	\$500.00	\$500.00	✓
	Sheriff	2020	Ford	Police Interceptor	5736	\$0.00	\$500.00	\$500.00	✓
	Sheriff	2020	Ford	Police Interceptor	0111	\$0.00	\$500.00	\$500.00	✓
	Sheriff	2019	Ford	Taurus	7610	\$0.00	\$500.00	\$500.00	✓
	Assessor	2011	Ford	Ranger	2060	\$0.00	\$500.00	\$500.00	✓
	Sheriff	2007	Cat I A1	Cougar 4X4	9501	\$0.00	No Coverage	No Coverage	✓
	Sheriff	2020	Ford	Expedition	8011	\$0.00	\$500.00	\$500.00	✓
	Comm Corrections	2021	Jeep	Grand Cherokee	2421	\$0.00	\$500.00	\$500.00	✓
	Maintenance	2020	Ford	F-250 Truck	4172	\$0.00	\$500.00	\$500.00	✓
	Comm Corrections	2021	Jeep	Grand Cherokee	1526	\$0.00	\$500.00	\$500.00	✓
	Sheriff	2021	Ford	Expedition	6896	\$0.00	\$500.00	\$500.00	✓
	Sheriff	2021	Dodge	Charger	7360	\$0.00	\$500.00	\$500.00	✓ New
	Addressing	2021	Ford	Explorer	9445	\$0.00	\$500.00	\$500.00	✓ New
	E-911	2021	Ford	Explorer	9760	\$0.00	\$500.00	\$500.00	✓ New
	Sheriff	2021	Dodge	Charger	3426	\$0.00	\$500.00	\$500.00	✓ New
	Youth Camp	2006	Ford	Explorer	2281	\$0.00	\$500.00	\$500.00	✓
	Youth Camp	2009	Ford	F150	7159	\$0.00	\$500.00	\$500.00	✓
	Assessor	2017	Ford	Escape	3583	\$0.00	\$500.00	\$500.00	✓
	Community Correction	2007	Ford	E350	5226	\$0.00	\$500.00	\$500.00	✓
	Community Correction	2009	Ford	Focus	6055	\$0.00	\$500.00	\$500.00	✓
	Library	2005	Chevrolet	Equinox	1598	\$0.00	\$500.00	\$500.00	✓
	Maintenance	2008	Toyota	Truck	4917	\$0.00	\$500.00	\$500.00	✓
	Sheriff	2017	Ford	F150	2892	\$0.00	\$500.00	\$500.00	✓
	E-911	2010	Ford	Expedition	6213	\$0.00	\$500.00	\$500.00	✓
	Sheriff	2014	Ford	Police Interceptor	1008	\$0.00	\$500.00	\$500.00	✓
	Sheriff	2016	Ford	Police Interceptor	3426	\$0.00	\$500.00	\$500.00	✓
	Sheriff	2016	Ford	Police Interceptor	4629	\$0.00	\$500.00	\$500.00	✓
	Sheriff	2016	Ford	Police Interceptor	4630	\$0.00	\$500.00	\$500.00	✓
	Sheriff	2017	Ford	Police Interceptor	0351	\$0.00	\$500.00	\$500.00	✓
	Sheriff	2005	Chevrolet	Equinox	0712	\$0.00	\$500.00	\$500.00	✓
OES	Animal Control	2008	Ford	4d Pick Up	6131	\$0.00	\$500.00	\$500.00	✓
Youth Camp	Youth & Family Services	2000	Ford	Econoline Van	0059	\$0.00	\$500.00	\$500.00	✓
Totals			Count: 36	✓		\$0.00			

January 22, 2022

Kristy Tenney, President

Upshur County Commission

91 West Main Street, Ste 101

Buckhannon, WV 26201

Dear Madam President Tenney and Upshur County Commission,

The 2022 80th West Virginia Strawberry Festival is quickly approaching. Although we have been forced to modify this year's event, we remain focused and eager to continue our mission. At the forefront of our mission lies the promotion of our community, agriculture, business, and the people within. We look forward to our partnership with the county, and rely on your support for success. Therefore, the WVSF Board of Directors is requesting financial assistance in the amount of \$5,000.00. This funding would ensure future success of the festival and help us carry out our mission.

Please note, the 2022 WVSF BOD is working closely with health officials and monitoring state guidelines to ensure a successful festival while keeping the community healthy and safe. Therefore, the following requests are subject to change. Changes to the current submission will be communicated to department/personnel as necessary.

The 2022 West Virginia Strawberry Festival Board of Directors requests the following use of county owned property and services during the 80th annual event on May 14-22th, 2022:

1. The use of the courthouse plaza (steps, entrance area) during the event.
2. The use of the UC Sheriff's Department and associated services as necessary.
3. Assistance from UC Communications Center and UCDHS/OEM and county fire departments as necessary. (Individual requests will be made)

In addition to these above requests, we appreciate the normal customary activities the county performs during the week of festival. The Board of Directors would like to thank the county for their contributions, both monetary and otherwise, given to the festival and its board each year. Your partnership with the festival ensures its future and current success.

Thank You,

Shane Jenkins, President

2021 79th WV Strawberry Festival

The 80th West Virginia Strawberry Festival Board of Directors has been working hard to bring a sense of normalcy back to our area. We believe the West Virginia Strawberry Festival brings out the best of Upshur County, and showcases our businesses and people.

For the past two years, we have had to make very difficult decisions for the festival, in the interest of the health and well-being of our community. Unfortunately, those decisions have placed us in a difficult position, not having received our typical income for operating expenses.

Therefore, we request any additional funding possible. We understand your position within the County, and appreciate the customary services and finances you provide. However, if we can be allocated additional funding from ARP funds, or from the general budget, it would be greatly appreciated and would help ensure a successful future of one of Upshur County's greatest historical treasures.

Thank You,

Shane Jenkins, President

2022 WV Strawberry Festival

Donna S. Matthews
19 Park Street
Buckhannon, WV 26201
304-904-0141
April 18, 2022

County Commission,

I am asking that I be considered to remain on the Upshur County Fire Board, First District. I have enjoyed being a member of the Board and would like to continue.

Thank you for your consideration.

A handwritten signature in purple ink that reads "Donna Matthews". The signature is written in a cursive style with a large initial 'D'.

Donna Matthews

Governor's Youth Opportunity Camp



YOUTH LEADERSHIP ASSOCIATION

*Providing no-cost summer camps
for eligible West Virginia children
at Camp Horseshoe
since 1975*



Children thrive in Horseshoe's safe and supportive atmosphere of purpose, positive role models, caring expectations, outdoor exploration, hands-on learning, and character building activities. The residential experience of family and community sets Horseshoe apart as a favorite place for generations of WV youth. It only takes a week at Horseshoe to make a world of difference in the life of a child.

Eligibility

Governor's YOC is for WV boys and girls aged 7–12 who meet certain income guidelines, receive cash assistance (TANF/SNAP), SSI, or Protective Services from the WV Department of Human Services.

Cost/Fee

Eligible 7–12 year old children may attend camp at no cost. Others pay \$365 (\$315 if paid by May 15).

Transportation

Horseshoe does not provide transportation. Some local agencies do. Contact Horseshoe for information.

Arrival/Departure

Arrive on Sunday from 2–4 pm.
Leave on Saturday at 9 am.

Insurance

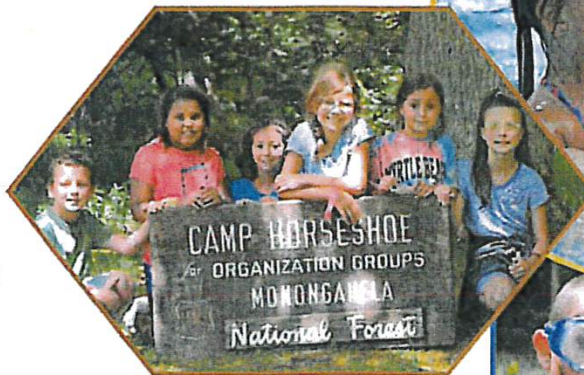
Parents are responsible to have adequate coverage for their child at camp. Attach a copy of insurance card or medical card to the Health History Form.

Health History

Current physical and parent/guardian signed permission must be turned in at or before registration on opening day of camp session.

Applications

Applications are due at Horseshoe at least three weeks before the camp session. Applications are available from Horseshoe, WVDHHR, Community Action and other agencies.



2022 YOC Dates

July 3 - 9

July 10 - 16

July 17 - 23

July 24 - 30

Register online at:
vla-youthleadership.org

Or
Mail completed application to:

Camp Horseshoe
3309 Horseshoe Run Road
Parsons, WV 26287-9029
304-478-2481



YOUTH LEADERSHIP ASSOCIATION

CAMP HIGHLIGHTS

Making friends, making memories, making a difference for good.

Archery
Basketball
Bracelet Making
Swimming
Snorkeling
Creek Exploration
Hiking
Fishing
Gaga Ball
Home-cooked meals
Arts and Crafts
Classic Camp Traditions
Learn New Languages
Olympics
Literacy Skills
Social-Emotional Learning
Campfires
Cabin Adventures
Sports and Physical Fitness
Field Games
Carnival
Waterslide
Awards Ceremony
Banquet
And so much more!

www.yla-youthleadership.org

304-478-2481



Horseshoe programs are provided without discrimination on the basis of race, color, national origin, sex, age, or disability. YLA partners with the USDA Forest Service and is an equal opportunity provider and employer.



AmeriCorps
VISTA

For Stronger Families, Better Communities and a Stronger State!

Youth Opportunity Camp (YOC) is prevention and intervention through direction into positive activities and goals. Horseshoe becomes a home away from home where nutritious, plentiful meals are the norm, healthy routine is part of the program, and every person is accepted and valued. YOC helps boys and girls build confidence, develop self-control, get along with others, and set goals. YOC promotes physical and mental activity, good nutrition, school success, positive choices and healthy living. Campers tell their camp counselors that they feel better equipped to do well in school and to make and keep friends after their time at camp. YOC is an investment to create the future!



The Ohio-West Virginia Youth Leadership Association is an equal opportunity provider.

Come Join the Fun at Camp Horseshoe!

Governor's Youth Opportunity Camps

Available for ALL children 7 – 12 years old!

No fee for West Virginia eligible 7-12 year old youth.
Adventure campers pay \$365 (\$315 if paid by June 15).

Governor's Youth Opportunity Camp is for WV boys and girls aged 7–12 who meet certain income guidelines, receive cash assistance (TANF/SNAP), SSI, or Protective Services from the WV Department of Human Services.

2022 Dates:

July 3 – 9

July 10 – 16

July 17 – 23

July 24 – 30

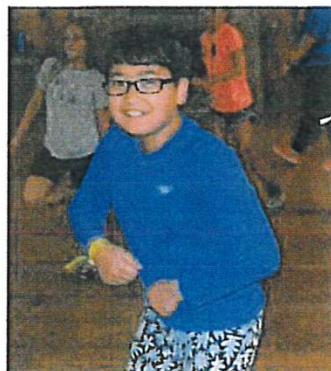


Applications available at local:

OFFICE: _____

ADDRESS: _____

PHONE: _____



OUTDOOR ADVENTURES

ROBOTICS AND LEGOS

ARCHERY

SWIMMING EVERY DAY!

ARTS AND CRAFTS

CAMPFIRES

OLYMPICS

MAKE NEW FRIENDS

HIKING

GIANT FIELD GAMES

CABIN LIFE

COLLEGE-AGE MENTORS

LEARNING IS FUN!

CLASSIC CAMP TRADITIONS

NEW EXPERIENCES

GROW IN CONFIDENCE

UNPLUG AND DE-STRESS

BEAUTIFUL NATURAL SETTING

MEMORIES FOR A LIFETIME!



HORSESHOE LEADERSHIP CENTER
OH-WV YOUTH LEADERSHIP ASSOCIATION
3309 HORSESHOE RUN ROAD
PARSONS WV 26287

304-478-2481 ♥ VISIT OUR WEBSITE:

www.yla-youthleadership.org/programs/camp



7TH ANNUAL

ART26201 YOUNG FILMMAKERS CAMP



June 27- July 1, 2022

Location:

LASCAUX Micro-Theater
Traders Alley
Buckhannon, WV 26201

Time: 9AM - 4PM Daily

Age: 12+

Fee: \$150

Please contact
info@ART26201.com
for any questions or to
reserve your student's seat!



Instructors and participants of the 2021 Young Filmmakers Camp take a moment to pose in Traders Alley.

ART26201, with assistance from **West Virginia Wesleyan College**, will host the **7th Annual Young Filmmakers Camp** at **LASCAUX Micro-Theater** in **Buckhannon, West Virginia**. The five-day workshop will guide students through writing, shooting, and editing a short film. All students will learn the essentials of sharing a compelling story, screenwriting, videography, and editing while working in a collaborative environment. Additionally, students will be introduced to the vocabulary of filmmaking so that they can communicate about their work professionally. At the end of the week, we will hold a screening of student-produced films so students can celebrate their accomplishments with their friends and families.

CAMP FACULTY

ANDREW CARROLL

Andrew Carroll is Chair of the English Department at Elkins High School where he teaches Journalism, Podcasting and Video Production, AP English Language and Composition, and Creative Writing. Outside of the classroom, he works seasonally as a social media coordinator and photographer for the Augusta Heritage Center of Davis & Elkins College.



JON BENJAMIN

Jon Benjamin received a Master of Fine Arts degree in Graphic Design from the Rochester Institute of Technology and has been a professional graphic designer for nearly 20 years. Jon is Assistant Professor of Graphic Design at West Virginia Wesleyan College. In addition to a number of art and graphic design classes, Jon teaches Video Production and Motion Graphics.



BRYCE O'LOUGHLIN

Bryce O'Loughlin is a media producer and performer from Buckhannon, WV. He graduated from Tulane University with a degree in film studies and digital media production. Bryce has worked on large and small films and as an anchor/reporter for a WV news station.



JESS JOHNSON

Jess Johnson grew up in Summersville, WV, and now resides in Elkins. Jess has a passion for working with young people. Jess currently works as a mentor in The Learning Center at West Virginia Wesleyan College. Jess has a love for storytelling and conveying a message.



ART26201: Nurturing and Promoting the Arts in Buckhannon, WV

2ND ANNUAL

ART26201 YOUNG STORYTELLERS CAMP



June 20-24, 2022

Location:

Colonial Arts Center
48 E. Main St.
Buckhannon, WV 26201

Time: 9AM - 4PM Daily

Age: 14-18

Fee: \$150

Please contact
info@ART26201.com
for any questions or to
reserve your student's seat!



Instructors and participants of the 2021 Young Storytellers Camp take a moment to pose in Traders Alley.

ART26201, with Upshur County Schools, will host the **2nd Annual YOUNG STORYTELLERS CAMP**, open to high school ages, from **June 20-24, 2022**, at the **Colonial Arts Center** in **Buckhannon, West Virginia**. The weeklong day-camp will focus on the traditional Appalachian art of storytelling.

Space is available for up to 24 students, who will perform their stories on the Main Stage at the conclusion of camp. All-stars **James Froemel**, **Doug Van Gundy**, and **Jason Young** will lead the camp instruction.

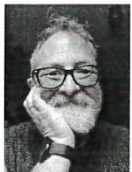
CAMP FACULTY

JAMES FROEMEL



James Froemel is the winner of the 2015, 2017, and 2019 West Virginia Biggest Liar competition, as well as the 2015 Fibbin' on the 4th storytelling contest in Ripley, WV. He has been featured in storytelling performances at schools and festivals throughout WV, and his work has been published in *Goldenseal*, the magazine of West Virginia traditional life. James holds a BFA in acting from WVU.

DOUG VAN GUNDY



Doug Van Gundy is a published author and musician from Elkins, WV. He teaches English at West Virginia Wesleyan College in Buckhannon, with a primary focus on creative writing, Appalachian literature, and humanities. His poems and essays have appeared in many journals, including *Poetry*, *The Guardian*, *The Oxford American*, *The Louisville Review*, and *Goldenseal*.

JASON YOUNG



Jason Young is a freelance theater director and actor living in north central WV. He is co-founder and former artistic director at The Gateway Repertory Theater, Vintage Theatre Company, VTC to GO program, and premier performer in West Virginia's professional comedy troupe, The Fearless Fools. He studied theater at Fairmont State University.

ART26201: Nurturing and Promoting the Arts in Buckhannon, WV

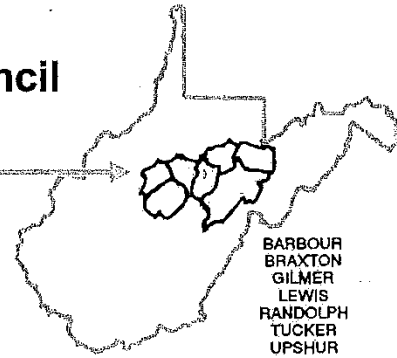
**Upshur County Public Library
Board of Directors Meeting
Wednesday, April 20th, 2022 at 4:00 p.m.**

Agenda

- I. Call to Order
- II. Reading/Approval of Minutes
- III. Review/Approval of Monthly Financial Report
- IV. Librarian's Report – see attachment
 - A. Grants
 - B. VITA Tax Site
 - C. Additional hotspots
 - D. Programming/Outreach
 - E. Continuing education
 - F. Affiliates
- V. Unfinished Business
 - A. Ramp Dinner
- VI. New Business
 - A. ILL policy
 - B. Proposed budget discussion
 - C. Director's evaluation – executive session
- VII. Friends of the Library update – Nancy
- VIII. Setting date of next Board meeting
- IX. Adjournment

Region VII Planning and Development Council

P.O. BOX 849 • 21 EAST MAIN STREET • SUITE 102 • BUCKHANNON, WV 26201
PHONE: (304) 472-6564 • FAX (304) 472-6590



AGENDA

April 25, 2022

The Outpost and Event Center
Brushy Fork Road, Buckhannon, WV
12:00 pm

1. Call to Order
2. Moment of Silence
3. Pledge of Allegiance
4. Introductions---Verification of Quorum
5. Approve minutes from January 31, 2022 meeting
6. Treasurer's Report
7. Chairman's Report
8. Executive Director's Report
9. FY2023 Budget
10. FY2023 Assessment Dues
11. Private Sector Representation
12. Discussion on By-Laws
13. Projects for Review
14. Other Discussion Items
15. Adjournment

UPSHUR COUNTY ENHANCED EMERGENCY TELEPHONE ADVISORY BOARD

April 26, 2022

Handouts

- Sign in Sheet
- Previous Meeting Minutes

Old Business

- Update on Microwave Project

E-911 Report

- E-911 Director Report, Doyle Cutright

New Business

- Agency policies
- WVSF
- Agency Rep Reports
- County Administrator membership to board
- Public Comment: None

Adjournment: Motion

Next Meeting: May 23, 2022

To Participate in the meeting virtually,

Please join my meeting from your computer, tablet or smartphone:

<https://meet.goto.com/279008789>

You can also dial in using your phone **United States: +1 (872) 240-3212** Access Code: **279-008-789**

***Special Session of City Council of Buckhannon
9:30 A.M. in Council Chambers
Meeting Agenda for Thursday, April 28, 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 Police Civil Service Commission Recommendation of Top 3 Candidates to Council
for Consideration of Hiring & to Set Date of Interviews for Position of Probationary
Police Officer
- B.2 Approval Allocation of \$10,000.00 to the West Virginia Strawberry Festival Association

C. Adjournment

POSTED 04/22/2022

REVISED 04/25/2022



**Upshur County Farmland Protection Board
Regular Monthly Meeting
February 17, 2022 at 6 pm**

Upshur County Commission Administrative Annex
91 W Main St Ste 101, Buckhannon, WV

MEMBERS PRESENT: Todd Payne-Vice Chairman, Lowell Peterson-Chairman, Jennifer Bostian, Kristie Tenney- County Commissioner, Arley Robinson-secretary, and Laura Rusmisell

MEMBERS ABSENT: John Sencindiver- Treasurer

OTHERS PRESENT: Mimi Riffle, Amy Moloney-via Zoom

CALL TO ORDER: The Upshur County Farmland Protection Board meeting was called to order at 6:12 p.m. by Lowell Peterson, Chairman.

APPROVAL OF MINUTES: Motion by Jennifer Bostian, seconded by Todd Payne, the Board moved to approve the minutes from December 2021 as presented. **Motion passed.**

BUSINESS ITEMS - UPDATE/ACTION ITEMS:

Ranking Sheet Wording- While working on ranking sheets for the new applications, Mimi was curious about the wording for the working farm points on the ranking sheet. To qualify as a farm for the Assessor's office Farm Valuation, you are required to produce \$1,000. Since they are awarded points for having a farm valuation approval with the assessor's office in a different category on the ranking sheet, Mimi was asking for clarification on how they were going to determine a working farm with the income of only \$1,000. Todd Payne explained that when they revised the ranking sheet, he wanted it to state that a farm must be actively farmed and making at least \$1,000 in income from their agricultural products. This statement was added to ensure that the farm is a working farm and not just a piece of farmland. With the ranking sheet now reflecting that assessment for rating, it was requested by the board to add that question to the Application for the owners applying to answer. The farm income used must be from the calendar year prior to the Application date.

Queen easement – Status update– Yellow book appraisals requests have been sent for the Queen easement. Todd made the motion that Mimi can accept the lower bid on the yellow book appraisal to proceed with the Queen easement. Laura Rusmisell seconded the motion; **Motion passed.**

FY22 Applications for Funding Consideration- Mimi Riffle presented the board with the two applications that have been received and ranked. Todd Payne brought the 3rd application that was submitted to him in December for review. Herbert and Twila McClain application will need to be broken down and ranked for the review of the board. Mimi will work with Amy on ranking and reviewing the McClain Application before the March 10th meeting. The board proceeded to review the application for David Hinkle and The Estate of Amelia Derico. Mimi or Amy will verify that the Derico Farm produced more than \$1,000 in income because that answer is unclear. The applications were tabled to March 10th meeting for final review once McClain's application is reviewed and ranked and the Derico income is verified.

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: Amy addressed that currently the Assessor's office is using the classification code of 112 on their land use for the easements. Mimi will call and speak with the Assessor about changing the coding to 114 for Farmland Protection. This coding is for Conservation Easements throughout the state.

Amy Moloney also addressed that the State Authority has gotten their internet pages moved and up and running. She requested from the board that this job be moved to Mimi now that she is handling the Administrative part for the board. Amy would forward the passcode to maintain the website. It would be a good idea to load the current application, ranking sheet, and promo stuff to this new web page. The board agreed, as did Mimi, to make this change happen.

DATE AND LOCATION OF NEXT MEETING March 10, 2022 at 6 pm at the Upshur County Development Authority Conference Room

ADJOURN: 7:55 pm

Upshur County Farmland Protection Board Minutes Submitted By:

Mimi Riffle

Approved:

Sam Hance

Cheryl Robinson

**Upshur County Public Library Board of Trustees Meeting
February 23, 2022**

A special meeting of the Upshur County Board of Trustees was held on Wednesday, February 23, 2022, at 4:00 p.m. at the library. Board members in attendance were Kenna Leonard, Linda Riegel, and Katie Loudin. Also in attendance were Paul Norko, Library Director and Beth Rogers, Assistant Director. Absent from the meeting were Board members Carol Smith and John Haymond.

The meeting was called to order at 4:01 p.m. by President Kenna Leonard.

The minutes of January 19, 2022, meeting were approved on a motion by Linda and seconded by Katie.

The financial reports for January, including an itemized list of electronic debits/credits, were approved on a motion made by Katie and seconded by Linda.

Director's Report – See written report

Unfinished Business

Ramp Dinner – We have learned that there is a small staffing fee for the use of the Event Center, though we will not be charged the space rental fee. We still believe that for 2022 with COVID-19 concerns, using the Center offers the best option for doing both in-person and takeout options.

- The possibility was raised of reaching out to VIPS for traffic control during the event.
- Sponsorship tiers have been finalized and we have drafted the letter to send to past and potential sponsors. As is possible, potential sponsors will be contacted personally, but letters will be sent to those we cannot personally contact.
- We have priced tote bags for sponsors, and we will reach out to Ralston Press and explore other local options for placemat printing.
- Discussion was had about possible options for decorating the space to bring a bit of the library into the event. One possible option including holding a children's art contest with entries displayed at the dinner.
- The Friends of Library will try to provide volunteers to help in hour shifts with clearing tables and serving needs. The Friends are not planning a silent auction or basket raffle at the dinner, but are exploring other fundraising options such as a 50/50 raffle.

Hotspots – We have received notification of ECF funding awards to purchase additional Wi-Fi hotspots as well as funding to update staff iPads.

New Business

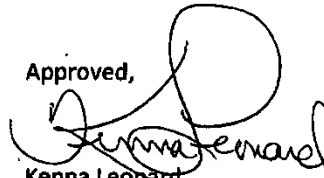
Bylaw revisions – Bylaw revisions have been tabled until after the trustee training session to be held on April 1. The current plan is to provide board members with possible revisions at the March board meeting for initial review and discussion and then continue any needed revisions at the April meeting after the training session.

The date of the next meeting was set for Wednesday, March 16 @ 4pm.

The meeting was adjourned at 4:48pm.

Respectfully submitted,

Beth Rogers,
Assistant Director

Approved,

Kenna Leonard,
President

**Upshur County Fire Board Meeting
March 22, 2022**

Members Present: Joe Gower, Sidney Huffman, Donna Matthews, Kristie Tenney, and Brian Elmore
Members Absent: Rick Harlow and Larry Alkire
Others Present: John Wilt, Kevin Huffman, Tim Hissam, Clifton Shaw, Bill Green, Jeffrey Harvey, Steve Wykoff, Art Wilson, guests; and Toni Newman-Fire Fee Clerk

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

The meeting minutes from February 15, 2022, were approved on motion by Donna Matthews and second Brian Elmore.

The Fire Fee Clerk reported the 2021 Fees are at 86 percent collected. The 2020 fees are at 89 percent collected. A table showing the disbursements to the VFDs from 2011 to present was provided to members of the Board. Correspondence from Software Systems, Inc., announcing a rate increase effective July 1, 2022, was provided to the Board. Correspondence from WVCORP announcing a return of premium contributions to be provided as a credit on the renewal in July was provided to the Board.

The checking account balance as of 02/28/2022 was \$84,811.67. The disbursement from the Chief Tax Deputy was \$7,347.13 for February.

The following invoices were reviewed and approved upon motion by Sidney Huffman and second by Donna Matthews:

*Software Systems---monthly maintenance---Invoice #35972---\$211.00

*Upshur County Commission---Reimbursement---Quill Supplies---carpet mat, white binders---\$94.95


The second disbursement of 2021 Fire Fees was provided to the seven VFDs in the amount of \$5,500.00 each.

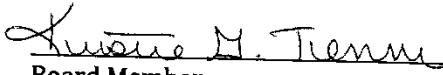
On motion by Donna Matthews and second by Kristie Tenney, the Board approved the Bank Signatory letter to change designees to current members of the Board.

Dr. Jeffrey Harvey provided an overview of the EMS study and asked for questions from those present. He would like to discuss expectations individually and met with participants after the meeting to set up appointments for discussion.

The Board approved corrective tickets for an individual for Fee years 2016 to present on motion by Brian Elmore and second by Donna Matthews. There were seventeen exoneration tickets approved by the Board this month.

There being no further business, the meeting adjourned at 7:10 pm. The next meeting of the Board will be April 19, 2022.


Joseph Gower, Chairman, Upshur County Fire Board


Kristie M. Tenney
Board Member