

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: March 17, 2022

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• March 3, 2022*

9:15 a.m. David W. Bolyard Jr - Take Back Our Community Presentation

9:30 a.m. Request for Employment of Stephen C. Wykoff as part-time DHSEM Director. This position is not to exceed 1039 hours per calendar year, however weekly hours will vary significantly due to emergencies and trainings. (Swearing In) *
Item may lead to Executive Session per WV Code §6-9A-4

[Under separate cover](#)

10:00 a.m. Allen Staggars, Allegheny Highlands Chapter Board Chair and Allen Nash, Blood Donor Ambassador and Disaster Response Volunteer- Presentation of Proclamation declaring March as Red Cross Month. [Page 6](#)

Items for Discussion / Action / Approval:

1. Correspondence from Jennifer K. Bennett, on behalf of the Splashers Buckhannon Swim Club, requesting use of the Upshur County Pool for swim practice and home swim meets during the 2022 pool season. A Certificate of Insurance will be provided and the Club is able to pay \$50 for each home meet to cover the expense of a lifeguard. Upon approval, payment will be made after July 7th upon receipt of an invoice from the Office of the Upshur County Commission. In addition, the Splashers are requesting a discount for an end of year team pool party. * [Page 7](#)
2. Correspondence from Craig D. Presar, WVU Extension Agent, requesting use of the large pavilion June 28th, 29th, and 30th, free of charge. The Upshur County Extension Service plans to host a 4-H Cloverbud Day Camp and anticipates that 25 area youth will be in attendance. In addition to the aforementioned request, Mr. Presar is also requesting to utilize the pool for one hour each afternoon and for the pool entry fees for the camp participants and registered staff to be waived. * [Page 8](#)
[Insurance Certificate -Under Separate Cover](#)
3. Correspondence from Kasey Baisden, Principal, French Creek Elementary School requesting a monetary donation or donation for their school carnival basket to be held April 24, 2022.* [Page 9](#)
4. Review Confidential Attorney-Client Privileged Communication regarding the WV Opioid Discovery and Verification of Interrogatory Answers - Approval and Signature of Verification and Resolution regarding the same.*

Item may lead to Executive Session per WV Code §6-9A-4 [Under Separate Cover](#)

5. Consideration and approval of Amendment #1 to the Administrative Agreement between the Upshur County Commission and the Region VII Planning & Development Council for the Elkins Road PSD Water Project.* [Page 10](#)
6. Approval of poll workers and emergency ballot commissioners for the May 10, 2022 Primary Election.* [Pages 11-21](#)
7. Correspondence from Joseph A. Tenney, Chairman of the Tennerton Public Service District, requesting the acceptance of Mike Hyre's resignation and the appointment of Robert Heater to Mr. Hyre's unexpired term to the Tennerton Public Service District Board. Upon Approval Mr. Heater's term would expire July 31, 2027.* [Page 22](#)
8. Correspondence from Jacob Mills, resident of Upshur County, WV, expressing an interest in serving on the Upshur County Parks and Recreation Board.* [Page 23](#)
9. Correspondence from Steve Wykoff expressing interest in serving on the Enhanced Emergency Telephone Advisory Board.* [Page 24](#)
10. Approval of advertisement for Lifeguards, Admission Workers, Concession Stand Workers and Assistant Managers for the 2022 season at the Buckhannon-Upshur Recreational Park Facility. The temporary positions will commence mid-May and continue through mid-August. Applications must be received on or before the close of business on Friday, April 29, 2022.* [Page 25](#)
11. Approval of Lewis-Upshur Animal Control Facility Volunteers Daisy Posey and Travis Kelley.* [Under separate cover](#)
12. 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. Upshur County E911 Communication Reports – February, 2022 [Under separate cover](#)
 - Monthly Department Summary Report
 - Monthly Wrecker Report
 - YTD Wrecker Report
2. Lewis-Upshur Animal Control Facility Reports for the month of February, 2022 [Pages 26-30](#)
 - Adoption Financial Transactions
 - Cat Report
 - Animal Report
 - Animal Control/Humane Officer Animal Report
3. Upshur County Building & Floodplain Permits for the month of February, 2022 [Pages 31-32](#)

4. Public Notices:

a) Newsletters and/or Event Notifications:

b) Agendas and/or Notice of Meetings:

• Elkins Road Public Service District	March 8, 2022	<u>Page 33</u>
• Upshur County Chamber of Commerce	March 9, 2022	<u>Page 34</u>
• Upshur County Senior Center	March 9, 2022	<u>Page 35</u>
• Upshur County Convention and Visitor's Bureau	March 9, 2022	<u>Page 36</u>
• West Virginia University Extension Service Committee	March 9, 2022	<u>Page 37</u>
• Upshur County Farmland Protection Board *Special Meeting	March 10, 2022	<u>Page 38</u>
• Upshur County Safe Structures and Sites Enforcement Board	March 10, 2022	<u>Page 39</u>
• City Council of Buckhannon *Special Working Session #3	March 11, 2022	<u>Page 40</u>
• Upshur County Family Resource Network	March 14, 2022	<u>Page 41</u>
• Community Corrections	March 14, 2022	<u>Page 42</u>
• Buckhannon-Upshur Airport Authority	March 14, 2022	<u>Page 43</u>
• Elkins Road Public Service District	March 15, 2022	<u>Page 44</u>
• Upshur County Fire Board Incorporated*Cancelled	March 15, 2022	<u>Page 45</u>
• Lewis/Upshur LEPC	March 16, 2022	<u>Page 46</u>
• City Council of Buckhannon	March 17, 2022	<u>Page 47</u>

Meeting Minutes:

• Upshur County Farmland Protection Board	November 4, 2021	<u>Pages 48-49</u>
• Upshur County Farmland Protection Board	December 16, 2021	<u>Page 50</u>
• Adrian Public Service District	February 3, 2022	<u>Page 51</u>
• Tennerton Public Service District	February 8, 2022	<u>Page 52</u>
• Upshur County Senior Center	February 9, 2022	<u>Page 53</u>
• Adrian Public Service District *Special Board Meeting	February 9, 2022	<u>Page 54</u>
• Upshur County Safe Structures and Sites Enforcement Board	February 10, 2022	<u>Pages 55-56</u>
• Upshur County CVB Board	February 12, 2022	<u>Pages 57-58</u>
• Adrian Public Service District	February 15, 2022	<u>Page 59</u>
• West Virginia University Extension Service Committee	February 25, 2022	<u>Pages 60-63</u>
• Upshur-Lewis LEPC Meeting	January 22, 2022	<u>Pages 64-66</u>

c) Meetings:

- 03/03/22 7:00 p.m. Banks District VFD
- 03/03/22 7:00 p.m. City Council of Buckhannon
- 03/03/22 7:00 p.m. Selbyville VFD
- 03/03/22 6:00 p.m. Buckhannon-Upshur Board of Health
- 03/03/22 3:00 p.m. Adrian PSD
- 03/07/22 6:00 p.m. Lewis-Upshur Community Corrections Board –
Upshur Co
- 03/08/22 5:00 p.m. Elkins Road PSD – CANCELLED

- 03/15/22 5:00 p.m. Elkins Road PSD – Special Meeting
- 03/08/22 4:00 p.m. Hodgesville PSD
- 03/08/22 7:30 p.m. Adrian VFD
- 03/08/22 7:00 a.m. Upshur County Development Authority – Full Board
- 03/08/22 12:00 p.m. Upshur County Senior Center Board
- 03/08/22 7:00 p.m. Warren District VFD
- 03/09/22 3:00 p.m. Upshur County Conventions & Visitors Bureau
- 03/09/22 3:00 p.m. Tennerton PSD
- 03/09/22 12:00 p.m. Buckhannon-Upshur Chamber of Commerce
- 03/09/22 7:00 p.m. Ellamore VFD
- 03/09/22 6:00 p.m. Buckhannon River Watershed Association - Farm Bureau
- 03/10/22 3:00 p.m. Upshur County Safe Sites & Structures Enforcement Board
- 03/10/22 1:00 p.m. *Upshur County Farmland Protection Board Special Meeting to be held at the IDEA (Innovation) Center
- 03/10/22 7:30 p.m. Buckhannon VFD
- 03/13/22 6:00 p.m. Washington District VFD
- 03/14/22 12:00 p.m. Upshur County Family Resource Network
- 03/14/22 4:30 p.m. Upshur County Solid Waste Authority
- 03/14/22 5:30 p.m. Buckhannon-Upshur Recreational Park Advisory Board
- 03/14/22 4:00 p.m. Buckhannon Upshur Airport Authority
- 03/15/22 6:30 p.m. **CANCELLED Upshur County Fire Board, Inc.
- 03/16/22 4:00 p.m. Upshur County Public Library Board
- 03/16/22 12:00 p.m. Lewis Upshur LEPC – Lewis Co.
- 03/17/22 6:30 p.m. Upshur County Youth Camp Board
- 03/17/22 6:00 p.m. **CANCELLED Upshur County Farmland Protection Board
- 03/22/22 10:00 a.m. Wes-Mon-Ty Resource Conservation & Development Council
- 03/22/22 3:00 p.m. UC Enhanced Emergency Telephone Advisory Board
- 03/23/22 7:00 p.m. Upshur County Fire Fighters Association

5. Appointments Needed or Upcoming:

- Buckhannon-Upshur Parks & Recreation Advisory Board (June 30, 2023) – County Commission

****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

6. Budget Hearing Schedule

The Commission will hold budget hearings at the Upshur County Administrative Annex on the following dates. For a detailed list of meetings, please contact Carrie L. Wallace at clwallace@upshurcounty.org.

- Monday, March 14th beginning at 9:00 a.m.
- Tuesday, March 15th beginning at 9:00 a.m.
- Wednesday, March 16th beginning at 9:00 a.m.
- Thursday, March 17th beginning at 1:00 p.m.
- Friday, March 18th beginning at 9:00 a.m.
- Monday, March 21st beginning at 1:00 p.m.

Tabled Items

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

Next Regular Meeting of the Upshur County Commission

March 24, 2022 --- 9:00 a.m.

Upshur County Courthouse Annex

*****The Commission Meeting scheduled for Thursday, March 31, 2022 is CANCELLED*****



American Red Cross Central Appalachia Region

AMERICAN RED CROSS MONTH A Proclamation Upshur County Commission

- Whereas, In times of crisis, people in West Virginia come together to care for one another. This humanitarian spirit is part of the foundation of our community and is exemplified by our local American Red Cross volunteers and donors.
- Whereas, In 1881, Clara Barton founded the American Red Cross, turning her steadfast dedication for helping others into a bold mission of preventing and alleviating people's suffering.
- Whereas, Today, more than 140 years later, we honor the kindness and generosity of Red Cross volunteers here in West Virginia, who continue to carry out Clara's lifesaving legacy. They join the millions of people across the United States who volunteer, give blood, donate financially or learn vital life-preserving skills through the Red Cross.
- Whereas, In West Virginia, the contributions of local Red Cross volunteers give hope to the most vulnerable in their darkest hours — whether it's providing emergency shelter, food and comfort for families devastated by local disasters like home fires and severe weather; donating essential blood for accident and burn victims, heart surgery and organ transplant patients, and those receiving treatment for leukemia, cancer or sickle cell disease; supporting service members and veterans, along with their families and caregivers, through the unique challenges of military life; helping to save the lives of others with first aid, CPR and other skills; or delivering international humanitarian aid.
- Whereas, Last year in West Virginia with the challenges of the pandemic, the Red Cross assisted nearly 650 families impacted by the disaster, installed over 1,200 smoke alarms, educated nearly 2,000 students in preparedness education, collected almost 35,000 units of lifesaving blood at over 2,100 blood drives, trained over 18,000 in lifesaving skills such as CPR and first aid, provided almost 3,000 services to over 1,300 military members, veterans and their families through the efforts of over 600 West Virginia volunteers.
- Whereas, Their work to prevent and alleviate human suffering is vital to strengthening West Virginia's resilience. We dedicate this month of March to all those who continue to advance the noble legacy of American Red Cross founder Clara Barton, who lived by her words, "You must never think of anything except the need, and how to meet it." We ask others to join in this commitment to give back in our community.

NOW, THEREFORE, the Upshur County Commission dedicates March 2022 as Red Cross Month to all those who support the American Red Cross mission to prevent and alleviate human suffering in the face of emergencies. Our community depends on the American Red Cross, which relies on volunteers and the generosity of the public to perform its mission.

Samuel R. Nolte
Commissioner

Kristie G. Tenney
Commission President

Terry B. Cutright
Commissioner



March 7, 2022

Dear Upshur County Commission:

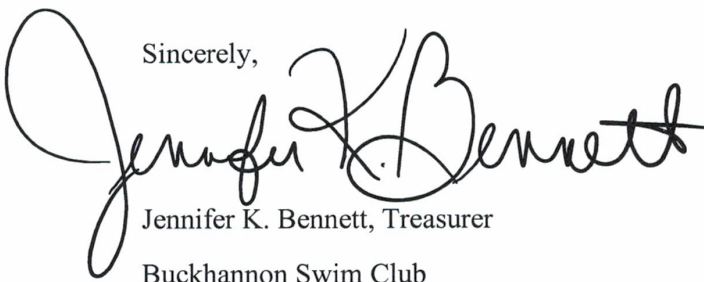
The Buckhannon Swim Club would like to request the dates and times listed below for swim practice and swim meets. Your consideration is greatly appreciated.

Long Course Practice	Monday – Saturday 7:30-8:45am (during lap swimming)
Regular Practice	Monday-Friday (8:45am set-up) 9:00-11:30am practice *June 15 - July 14, 2022
Home Meet Dates	June 2, 9, 16, 23, 30 and July 7 (some may be removed) *Set-up at 5:30pm, warm- ups at 6:00pm, meet starts at 6:30pm July 15-16 North Central WV Championships

We will provide a Certificate of Insurance prior to the first day of practice. We also will be able to pay \$50 for each home meet to cover the expense of the lifeguard. If possible, we would like to make this payment after July 7th due to possible weather cancellations.

BSC would also ask the Upshur County Commission again for a discount on the end of year team pool party.

Sincerely,



Jennifer K. Bennett, Treasurer
Buckhannon Swim Club



March 2, 2022

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



Dear Commission Members,

On June 28, 29 & 30, 2022, the WVU Upshur County Extension Service will be conducting Upshur County 4-H Cloverbud Day Camp. We plan to hold this camp at the Buckhannon-Upshur Recreational Park. In addition, we hope to use the Upshur County Swimming Pool for an hour each afternoon. It is anticipated that twenty-five Cloverbuds (ages 5-8) and five 4-H Teen Leaders will be involved each day. A copy of the Certificate of Liability Insurance for the WVU Extension Service has been provided as an attachment to this letter.

To alleviate costs related to providing an educational experience like this, we are requesting a waiver of the fees associated with the use of these facilities. A reduction in operational expenses will allow a wider and more diverse collection of programming opportunities.

As always, we are grateful for your continued support of the WVU Extension Service and the youth of Upshur County.

Thank you,

A handwritten signature in blue ink, appearing to read 'Craig D. Presar'.

Craig D. Presar
 WVU Extension Service

French Creek Elementary School

*"...empowering students to create
Hope for the Present!
Dreams for the Future!
Passion for Life!"*

7619 Route 20 South French Creek, WV 26218
(304)924-6381
Fax (304)924-5045

Kasey Baisden
Principal

Krenden Rosencrance
Secretary

Dear Business Owner,

French Creek Elementary School is holding a school carnival on Sunday, April 24, 2022. The funds raised from our carnival will be used to take our students on various trips around the state of West Virginia. We believe it's important to give our students multiple opportunities to visit and explore our wonderful state.

We're asking for your business to make a monetary donation or a donation that can be used in our basket drawing during the carnival. We greatly appreciate all that your business does for our community and state. Please feel free to contact me if you have any questions.

Sincerely,

Kasey Baisden
Principal



**Amendment #1 to Administrative Agreement
between the
Upshur County Commission
and the
Region VII Planning & Development Council**

Old Scope of Services: As mentioned in the original administrative agreement dated March 16, 2017 between the Upshur County Commission (referred to as COUNTY) and the Region VII Planning and Development Council (referred to as the COUNCIL), the COUNCIL shall provide technical assistance to the COUNTY and its staff in all matters relating to the proper administration of the said project and compliance with the relevant Community Development Block Grant (CDBG) requirements for a fee of \$100,000.00.

New Scope of Services: The COUNCIL is requesting their fee be increased by \$30,000.00 to cover the COUNCIL's cost overrun. The project has taken longer to complete than originally anticipated causing additional meetings and project requirements to be met than what was originally agreed upon. The additional \$30,000 will allow us to complete the project and submit the project closeout documents for the Upshur County Commission and Elkins Road PSD. With this amendment, the total administrative fee will increase from \$100,000.00 to \$130,000.00.

Both parties agree to this amendment of the original administrative agreement for the completion of the Project.

This Agreement is effective this _____ day of _____, 2022.

UPSHUR COUNTY COMMISSION:

UPSHUR COUNTY COMMISSION

By: _____
Kristie G. Tenney, President

ELKINS ROAD PSD:

By: _____
Carey Wagner, Chairperson

COUNCIL:

REGION VII PLANNING AND DEVELOPMENT COUNCIL

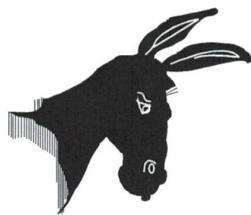
By: Shane Whitehair
Shane Whitehair, Executive Director



UPSHUR COUNTY CLERK

Election Commissioners and Clerks as presented by the County Clerk on behalf of the Democratic Executive Committee for the Primary Election to be held on Tuesday, May 10, 2022. Said appointments are made under the provision of the West Virginia Code.

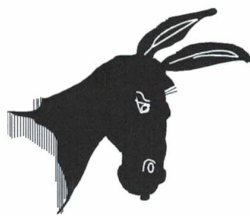
<u>Precinct # & Name</u>	<u>Receiving Commissioners Name- Address-Telephone #</u>	<u>Receiving Clerks Name-Address-Telephone #</u>
<u># 04 Arlington Community Building</u>	Angela Daugherty 134 Snowed In Lane Rock Cave, WV 26234 304-613-2801	Vacant
<u># 06 Rock Cave Grade School</u>	Larry Alkire 2156 Alexander Road French Creek, WV 26218 304-924-5560	Linda Alkire 2156 Alexander Road French Creek, WV 26218 304-924-5560
<u># 07 Selbyville Fire Department</u>	Jennifer Powers 1621 Brushy Fork Road Buckhannon, WV 26201 304-516-1920	Barbara Gregory 1404 Eden Road Rock Cave, WV 26234 304-924-6202; 304-678-5676
<u># 08 Buckhannon Academy School</u>	David Shaffer 6 Randolph Street, Apt 716 Buckhannon, WV 26201 517-242-4391	Jessica Williams 167 Randolph Street Buckhannon, WV 26201 304-613-0078
<u># 09 Courthouse Annex</u>	Anne Chopyak 89 Pocahontas Street Buckhannon, WV 26201 304-439-5780; 304-472-1852	Philip Abel 641 Bryan Foster Road Buckhannon, WV 26201 304-472-2566; 304-439-1042
<u># 12 Vo Tech School</u>	Ronald Pugh (NP) 102 Barbour Street Buckhannon, WV 26201 304-472-6721	Catherine Frye (NP) 70 S Kanawha Street Buckhannon, WV 26201 304-472-2363; 540-968-2667
<u>#14 Buckhannon Academy School</u>	Patty Stone (NP) 72 Fishing Camp Road Buckhannon, WV 26201 304-472-4290; 304-613-3284	Roberta Eubank 17 Academy Street Buckhannon, WV 26201 304-472-1488; 304-439-1273 DeAnna Grogg (NP) 31 College Avenue Buckhannon, WV 26201 561-312-2489



UPSHUR COUNTY CLERK

Election Commissioners and Clerks as presented by the County Clerk on behalf of the Democratic Executive Committee for the Primary Election to be held on Tuesday, May 10, 2022. Said appointments are made under the provision of the West Virginia Code.

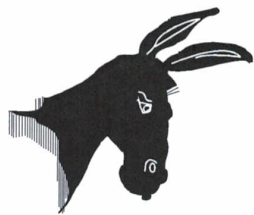
<u>Precinct # & Name</u>	<u>Receiving Commissioners Name- Address-Telephone #</u>	<u>Receiving Clerks Name-Address-Telephone #</u>
<u># 16</u> <u>Brushy Fork</u> <u>Community Building</u>	Mildred Hornbeck 43 Eagle Street Buckhannon, WV 26201 304-472-4277; 304-613-4277	Mary Davis 608 Buckhannon Mtn Road Buckhannon, WV 26201 304-472-5765
<u># 18</u> <u>Vo Tech School</u>	Carol Bowman 675 Hesper Road Buckhannon, WV 26201 304-613-2225	Kelly Davis 17 Poplar Street Buckhannon, WV 26201 304-613-4004
<u># 19</u> <u>Buckhannon Upshur</u> <u>Middle School</u>	Johnnaston Kimble 9 Thurman Avenue Buckhannon, WV 26201 304-613-1778	Hallie Hurst 176 Cutright Run Road Buckhannon, WV 26201 304-642-5430
<u># 20</u> <u>Buckhannon Upshur</u> <u>Middle School</u>	William Shannon (NP) 12 Kalafat Drive Buckhannon, WV 26201 304-472-6817	Suzan Morgan 4 Chestnut Street Buckhannon, WV 26201 304-472-5041
<u># 25</u> <u>French Creek Grade</u> <u>School</u>	James Bryant 1210 Hickory Flat Road Buckhannon, WV 26201 304-472-2788	Angela Starkey 3889 Gould Road French Creek, WV 26218 304-614-5893



UPSHUR COUNTY CLERK

Election Commissioners and Clerks as presented by the County Clerk on behalf of the Democratic Executive Committee for the Primary Election to be held on Tuesday, May 10, 2022. Said appointments are made under the provision of the West Virginia Code.

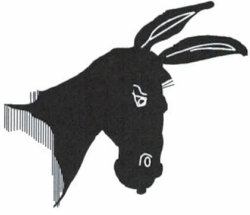
<u>Precinct # & Name</u>	<u>Receiving Commissioners Name- Address-Telephone #</u>	<u>Receiving Clerks Name-Address-Telephone #</u>
<u># 27</u> <u>French Creek Grade</u> <u>School</u>	Karen Miller (NP) 352 Beaver Run Road French Creek, WV 26218 304-472-3585; 304-613-5093	Patricia Perrine (NP) 5160 Gladys Fork Road Buckhannon, WV 26201 304-266-1404 Teresa Buckner (NP) 3809 Alton Road French Creek, WV 26218 304-924-6422
<u># 35</u> <u>Union District</u> <u>School</u>	David Wellman 503 Valley Green Drive Buckhannon, WV 26201 301-997-5018	Rhonda Suder 221 Camden Avenue Buckhannon, WV 26201 304-613-2969 Ann Mickle (NP) 575 Derico Road Ellamore, WV 26267 304-940-2295
<u># 37</u> <u>Union District</u> <u>School</u>	Lois Howell 1672 Bailey Ridge Road Buckhannon, WV 26201 304-472-9244; 304-613-2729	Margaret Neely (NP) 35 Wonderview Lane Buckhannon, WV 26201 304-472-0989; 304-904-1597 William Groggs 1336 Pecks Run Road Buckhannon, WV 26201 304-613-5432
<u># 38</u> <u>Hodgesville Grade</u> <u>School</u>	Cathy Grill PO Box 1122 Buckhannon, WV 26201 304-613-7103	Lois Wamsley 1884 Macedonia Road Buckhannon, WV 26201 304-472-1337



UPSHUR COUNTY CLERK

Election Commissioners and Clerks as presented by the County Clerk on behalf of the Democratic Executive Committee for the Primary Election to be held on Tuesday, May 10, 2022. Said appointments are made under the provision of the West Virginia Code.

<u>Precinct # & Name</u>	<u>Receiving Commissioners Name- Address-Telephone #</u>	<u>Receiving Clerks Name-Address-Telephone #</u>
<u># 39</u> <u>Hodgesville Grade School</u>	Anna Lee Bennett 736 Fishing Camp Road Buckhannon, WV 26201 304-472-2310	Betty Claypool 203 Rambling Hills Road Buckhannon, WV 26201 304-472-7024; 473-0169 Angela Landis 233 Wabash Avenue Buckhannon, WV 26201 681-495-4689
<u>#40</u> <u>Buckhannon Upshur Middle School</u>	J.D. McCollum 132 Westview Acres Road Buckhannon, WV 26201 304-472-3014; 304-439-0449	James Vance PO Box 101 French Creek, WV 26218 304-924-6829; 304-613-6830
<u># 44</u> <u>Buckhannon Upshur Middle School</u>	Ann Lofton 48 Cleveland Avenue Buckhannon, WV 26201 304-517-6924	Catherine Vance PO Box 101 French Creek, WV 26218 304-924-6829; 304-613-6829
<u># 47</u> <u>Washington District Grade School</u>	Karen Schrader (NP) 388 Fairlawn Drive Buckhannon, WV 26201 304-472-5035	Connie Wagoner 2933 Big Bend Road Tallmansville, WV 26237 304-472-3308; 304-688-8648 John Haymond 99 N. Tenney Drive Buckhannon, WV 26201 304-472-3951; 304-704-3324



UPSHUR COUNTY CLERK

Election Commissioners and Clerks as presented by the County Clerk on behalf of the Democratic Executive Committee for the Primary Election to be held on Tuesday, May 10, 2022. Said appointments are made under the provision of the West Virginia Code.

Emergency Absentee Commissioner

Donna Matthews
19 Park Street
Buckhannon, WV 26201
304-904-0141

ALTERNATES

Amy White (39)
40 Tomey Trl
Buckhannon, WV 26201
304-613-3006

Ken Wood (14)
58 S. Florida Street
Buckhannon, WV 26201
304-553-8720

Sheila Ward (39)
27 Fishing Camp Road
Buckhannon, WV 26201
304-472-2379

Independent

Carla Strawn (16)
250 Knollwood Drive
Buckhannon, WV 26201
304-904-9806



UPSHUR COUNTY CLERK

Election Commissioners and Clerks as presented by the Republican Executive Committee for the Primary Election to be held on Tuesday, May 10, 2022. Said appointments are made under the provision of the West Virginia Code.

<u>Precinct # & Name</u>	<u>Receiving Commissioners Name- Address-Telephone #</u>	<u>Receiving Clerks Name-Address-Telephone #</u>
<u># 04</u> <u>Arlington Community Building</u>	Debra K. Bonner (NP) PO Box 145 Adrian, WV 26210 304-439-0064	Mary Hyre 595 Gougerville Road Rock Cave, WV 26234 304-924-6863
	Deborah Wilfong 1665 Alexander Road French Creek, WV 26218 304-924-5071	
<u># 06</u> <u>Rock Cave Grade School</u>	E. Ruth Hissam PO Box 125 Rock Cave, WV 26234 304-924-5156	Carmela McHenry 495 French Reeder Road French Creek, WV 26218 304-472-1539; 304-439-1898
	Janet Davis 15830 Rt 20 South Road Rock Cave, WV 26234 304-924-5634	
<u># 07</u> <u>Selbyville Fire Department</u>	Kathleen Mcle 6754 Alexander Road French Creek, WV 26218 304-642-6528	Rebecca Sue Mcle 6584 Alexander Road French Creek, WV 26218 304-704-9875
	Mary Jane Froggatt 338 S. Florida Street Buckhannon, WV 26201 304-997-9427	
<u># 08</u> <u>Buckhannon Academy School</u>	Gary Stone (NP) 72 Fishing Camp Road Buckhannon, WV 26201 304-472-4290	Ginger Defibaugh 198 Copperhead Road Buckhannon, WV 26201 304-473-0515
	Tena P. Shannon (NP) 12 Kalafat Drive Buckhannon, WV 26201 304-472-6817	
<u># 09</u> <u>Courthouse Annex</u>	Pam Slaughter 25 Henry Street Buckhannon, WV 26201 304-439-4336	William B. Teets 6 W. Lincoln Street Buckhannon, WV 26201 304-439-1276
	Alice R. Teets 6 W. Lincoln Street Buckhannon, WV 26201 304-439-1276	



UPSHUR COUNTY CLERK

Election Commissioners and Clerks as presented by the Republican Executive Committee for the Primary Election to be held on Tuesday, May 10, 2022. Said appointments are made under the provision of the West Virginia Code.

<u>Precinct # & Name</u>	<u>Receiving Commissioners Name- Address-Telephone #</u>	<u>Receiving Clerks Name-Address-Telephone #</u>
# 12 <u>Vo Tech School</u>	Tommy Wingler 2535 Little Sand Run Road Buckhannon, WV 26201 304-472-8523; 304-642-9252	Hope Harper 245 Liggett Addition Road Buckhannon, WV 26201 304-472-6194; 304-439-4010
	Nina Monroe 86 Fayette Street Buckhannon, WV 26201 304-472-2551	
# 14 <u>Buckhannon Academy School</u>	Jewel Fisher 3F James Court Buckhannon, WV 26201 304-472-4466; 304-613-9964	Elsie Daft 227 Randolph Street Buckhannon, WV 26201 304-472-3545; 304-439-4563
	Sara Riffle 113 Wood Street Buckhannon, WV 26201 304-439-0831	Connie Brady 35 College Avenue Buckhannon, WV 26201 304-704-8360; 304-472-2963
# 16 <u>Brushy Fork Community Building</u>	Doris (Jill) Bentley 179 Eagle Street Buckhannon, WV 26201 304-472-2086; 304-439-1952	Barbara Fultz 1646 Lick Run Road Buckhannon, WV 26201 304-472-6296
	Anita Coleman (NP) 116 Drummond Lane Buckhannon, WV 26201 304-704-5997; 304-472-0356	
# 18 <u>Vo Tech School</u>	Karen Baum 69 Allman Avenue Buckhannon, WV 26201 304-439-2015	Maranda Peggs 2 Light Chapel Road Buckhannon, WV 26201 304-997-2274; 304-613-8466
	Terri Ashby 76 Kelson Lane Buckhannon, WV 26201 304-704-0930	
# 19 <u>Buckhannon Upshur Middle School</u>	Twila Moreland 833 Vicksburg Road Buckhannon, WV 26201 304-472-4568	Heather Ogden 36 McCartney Road Buckhannon, WV 26201 304-613-0990
	Janet Kimble 1215 Lee Glass Road Tallmansville, WV 26237 304-613-8499; 304-472-8436	



UPSHUR COUNTY CLERK

Election Commissioners and Clerks as presented by the Republican Executive Committee for the Primary Election to be held on Tuesday, May 10, 2022. Said appointments are made under the provision of the West Virginia Code.

<u>Precinct # & Name</u>	<u>Receiving Commissioners Name- Address-Telephone #</u>	<u>Receiving Clerks Name-Address-Telephone #</u>
<u># 20</u> <u>Buckhannon Upshur</u> <u>Middle School</u>	Delores Wilson 4 Third Street Buckhannon, WV 26201 304-473-1558 Donald Rowan 11 Tucker Street Buckhannon, WV 26201 304-472-9480; 304-406-2267	Loretta Dawson 664 Little Sand Run Road Buckhannon, WV 26201 304-472-6206
<u># 25</u> <u>French Creek Grade</u> <u>School</u>	Bonnie Baughman PO Box 242 French Creek, WV 26218 304-924-5687 Jan Crites 1391 Gould Road French Creek, WV 26218 304-472-6667	Jennifer White 3731 Alexander Road French Creek, WV 26218 304-472-9096; 681-495-2591
<u># 27</u> <u>French Creek Grade</u> <u>School</u>	Kevin Campbell (NP) PO Box 99 Adrian, WV 26210 304-613-4099 Marley Gregory 1404 Eden Road Rock Cave, WV 26234 304-924-6202	Michelle Bailey PO Box 322 Rock Cave, WV 26234 304-642-5789; 304-472-2080 Judy Woody 271 Alexander Road French Creek, WV 26218 304-924-6641
<u># 35</u> <u>Union District</u> <u>School</u>	Linda Farnsworth 38 Trainer Road Buckhannon, WV 26201 304-472-8245 Sandra Miller 117 Fairlawn Drive Buckhannon, WV 26201 304-406-8619	Connie Riggelman (NP) 589 Heavner Grove Road Buckhannon, WV 26201 304-613-6797 Barbara McVicker 10 Dolph McVicker Road Buckhannon, WV 26201 304-997-3858
<u># 37</u> <u>Union District</u> <u>School</u>	Avis Lavonne Hager 77 Ashley Lane Buckhannon, WV 26201 304-472-1168 W. Jean Gifford 1146 Little Sand Run Road Buckhannon, WV 26201 304-472-8156	Penny Parcell 345 Ridgeview Lane Buckhannon, WV 26201 304-472-8239; 304-613-9239 Deloris Harris 2470 Old Elkins Road Buckhannon, WV 26201 304-472-3736



UPSHUR COUNTY CLERK

Election Commissioners and Clerks as presented by the Republican Executive Committee for the Primary Election to be held on Tuesday, May 10, 2022. Said appointments are made under the provision of the West Virginia Code.

<u>Precinct # & Name</u>	<u>Receiving Commissioners Name- Address-Telephone #</u>	<u>Receiving Clerks Name-Address-Telephone #</u>
<u># 38</u> <u>Hodgesville Grade</u> <u>School</u>	Marianne Gullo 147 Randolph Street Buckhannon, WV 26201 304-940-6549 Crystal Jones (NP) 1480 Murphy Station Road Buckhannon, WV 26201 304-613-7938	Aislinn Posey (NP) 806 Valley Green Drive Buckhannon, WV 26201 304-613-5969
<u># 39</u> <u>Hodgesville Grade</u> <u>School</u>	Peggy Hovis (NP) 931 Teter Crossing Road Buckhannon, WV 26201 304-904-5932 Donna Phillips 215 Zenith Road Buckhannon, WV 26201 304-642-4879	Carol Malcomb 43 Hopes Haven Lane Buckhannon, WV 26201 304-472-0452 Amanda Posey (NP) 909 Valley Green Drive Buckhannon, WV 26201 304-613-0685
<u># 40</u> <u>Buckhannon Upshur</u> <u>Middle School</u>	Karen Floyd 328 Colony Oaks Drive Buckhannon, WV 26201 304-613-5453 Patrick Gregory 14 Manning Road Buckhannon, WV 26201 304-613-8933	Nancy Griffith 1915 Bailey Ridge Road Buckhannon, WV 26201 304-472-0334



UPSHUR COUNTY CLERK

Election Commissioners and Clerks as presented by the Republican Executive Committee for the Primary Election to be held on Tuesday, May 10, 2022. Said appointments are made under the provision of the West Virginia Code.

<u>Precinct # & Name</u>	<u>Receiving Commissioners Name- Address-Telephone #</u>	<u>Receiving Clerk Name-Address-Telephone</u>
<u># 44</u> <u>Buckhannon Upshur</u> <u>Middle School</u>	Paul Griffith 1915 Bailey Ridge Road Buckhannon, WV 26201 304-472-0334 Amy Farnsworth 1973 Mt. Nebo Road Buckhannon, WV 26201 304-xxx-xxxx	Larry Wamsley 1697 Hickory Flat Road Buckhannon, WV 26201 304-472-6309
<u># 47</u> <u>Washington District</u> <u>Grade School</u>	Virginia Koon 1967 Tenmile Road Tallmansville, WV 26237 304-613-9824; 304-517-3283 Anita Hamner 1119 Mt. Carmel Road Buckhannon, WV 26201 304-613-7412	Ruth Lilly 696 Bryan Foster Road Buckhannon, WV 26201 304-472-3768 Melanie Koon 2011 Tenmile Road Tallmansville, WV 26237 304-613-7729



UPSHUR COUNTY CLERK

Election Commissioners and Clerks as presented by the Republican Executive Committee for the Primary Election to be held on Tuesday, May 10, 2022. Said appointments are made under the provision of the West Virginia Code.

**Emergency Absentee
Commissioner**

Heather Lee Queen
7 Green Street
Buckhannon, WV 26201
304-439-1767

ALTERNATES

Nancy Aegan (4)
2803 Gaines Road
Rock Cave, WV 26234
304-704-7461

Ray Lynn Snyder (9)
18 Lincoln Way
Buckhannon, WV 26201
304-516-1155; 304-472-5234

Tennerton Public Service District
188 Fayette Street
Buckhannon, WV 26201
304-472-7685

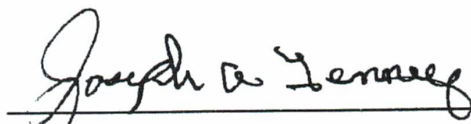
March 9, 2022

Upshur County Commission
38 W. Main Street
Buckhannon, WV 26201

Due to the resignation of Mike Hyre, the Tennerton Public Service District Board is requesting that Robert Heater be appointed to fill the term of Mr. Hyre. Mr. Heater resides in the Tennerton Public Service area.

Thank you in advance for your consideration in this matter.

Sincerely,

A handwritten signature in dark ink, appearing to read "Joseph A. Tenney", written over a horizontal line.

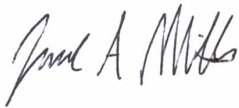
Joseph A. Tenney, Chairman

Respected Sir/Madam,

My name is Jacob Mills, a resident of Upshur County WV. I writing this letter to bring to your notice that I am interested in joining the Upshur County Parks and Recreation Board.

I assure you that I will attend all the meetings and will provide extreme efforts serving this committee. I hope you will accept this request and I am waiting for your positive response. You may contact me for any queries or respond to me at 304-997-2341.

Thank you,

A handwritten signature in black ink, appearing to read "Jacob A. Mills". The signature is written in a cursive, flowing style.

Jacob A. Mills

Date: March 10, 2022

To: Upshur County Commission
Kristie Tenney
Sam Nolte
Terry Cutright
Carrie Wallace

From: Steve Wykoff, Director
Upshur County Department of Homeland Security and Emergency Management

Re: Enhanced Emergency Telephone Advisory Board Membership / Admittance

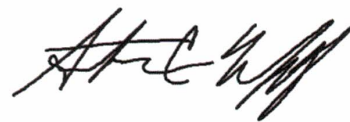
Greetings!

You have recently chosen me as the new director for the office of Upshur County Department of Homeland Security and Emergency Management. My duties will officially commence March 17, 2022.

I am writing this letter to express interest in joining the Upshur County Enhanced Emergency Telephone Board. I feel it would be advantageous to my new position to have first hand knowledge of, and secure resources regarding, the EETAB.

Thank you for your consideration regarding this matter.

Thank you,

A handwritten signature in black ink, appearing to read 'Steve Wykoff', with a stylized flourish at the end.

Steve Wykoff

**Lifeguards, Admission Workers, Concession Stand Workers and Assistant Managers
Buckhannon-Upshur Recreational Park**

The Office of the Upshur County Commission is accepting applications for the following positions: lifeguards, admission workers, concession stand workers and assistant managers for the 2022 park season, beginning mid-May and continuing through mid-August. Individuals who worked at the park facility during the previous season(s) and have notified the Commission Office of their intent to return to work do not need to complete an application unless he or she is interested in an assistant manager position. Lifeguards must be certified with CPR and First Aid endorsements and concession stand workers must have a valid WV Food Handlers Card. Applicants with current certifications will be given preference. Reimbursements of required certifications will be made to employees that are available and complete the 2022 season. Interested individuals may obtain an application from the Office of the Upshur County Commission located at the Upshur County Administrative Annex located at 91 West Main Street, Suite 101, during the normal business hours of 8:00 a.m. until 4:00 p.m., Monday through Friday or online at <http://www.upshurcounty.org/Application%202017.pdf>. Completed applications must be returned to the Office of the Upshur County Commission on or before the close of business on Friday, April 29, 2022.

Office of the Upshur County Commission
Jeremiah McCourt, Upshur Co. Recreational Park Facilities Director
91 West Main Street, Suite 101
Buckhannon, WV 26201

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

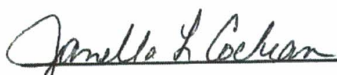
LEWIS-UPSHUR ANIMAL CONTROL FACILITY		
MONTH OF <u>February</u> <u>2022</u>		
	UPSHUR	LEWIS
ADOPTIONS		
CASH	\$245	\$190
CHECK	\$0	\$0
E STORE CREDIT CARD	\$140	\$105
SUBTOTAL	\$385	\$295
SPAY/NEUTER DEPOSIT		
CASH	\$500	\$200
CHECK	\$0	\$0
E STORE CREDIT CARD	\$100	\$250
SUBTOTAL	\$600	\$450
BOARD RESCUE		
CASH	\$0	\$20
CHECK	\$10	\$0
E STORE CREDIT CARD	\$10	\$0
SUBTOTAL	\$20	\$20
MICRO-CHIPPING		
CASH	\$13	\$0
CHECK	\$0	\$0
E STORE CREDIT CARD	\$0	\$0
SUBTOTAL	\$13	\$0
DONATIONS		
CASH	\$0	\$0
CHECK	\$85	\$0
E STORE CREDIT CARD	\$70	\$0
SUBTOTAL	\$155	\$0

OTHER		
TOTAL	\$1,173	\$765

EXPLANATION:

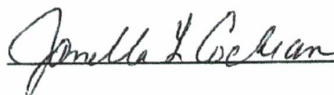
LEWIS-UPSHUR ANIMAL CONTROL FACILITY REPORT
ACCOUNT OF CATS
JANELLA COCHRAN, SUPERVISOR OF ANIMAL SERVICES
(February 2022)

TRANSACTION	UPSHUR	LEWIS	TOTAL
Cats brought in by City Trapper	0	0	0
Cats brought in by Animal Control Officer	1	2	3
Cats brought in by County Residents	48	32	80
Cats brought in by Law Enforcement	0	0	0
Cats in Drop Box	0	0	0
Cats Quarantined	0	0	0
Cat returned to owner	0	0	0
Cats Escaped	1	0	1
Adoptions:			
With Charge	10	8	18
Without Charge	0	0	0
Rescues:			
With Charge	0	0	0
Without Charge	13	15	28
Euthanasia:			
Owner Request	0	0	0
Other	20	9	29


3/1/2022
 Signature Date

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

TRANSACTION	UPSHUR	LEWIS	TOTAL
Dogs brought in by Animal Control Officer	4	14	18
Other Animals brought in by Animal Control Officer	0	0	0
Dogs brought in by County Residents	10	13	23
Dogs brought in by Law Enforcement	0	0	0
Dogs in Drop Box	0	0	0
Dogs Quarantined	0	0	0
Dogs Returned to Owner	1	2	3
Dogs Escaped	0	0	0
Adoptions:			
With Charge	10	6	16
Without Charge	0	0	0
Rescues:			
With Charge	2	0	2
Without Charge	5	9	14
Euthanasia:			
Owner Request	0	0	0
Other	1	0	1
Total	33	44	77


 Signature


3/1/2022
 Date

John Slaughter, Animal Control/Humane Officer

Monthly Animal Report

Feb 2022

TRANSACTION	Upshur	Lewis	TOTAL
Animals picked up by ACO:			
Dogs	6		
Other	1		
Animals returned to Owner by ACO:			
Dogs	1		
Other	1		
Animals delivered to LUACF:			
Dogs	6		
Other			
Animals Quarantined by ACO:			
Dogs	2		
Other			
Animals Terminated:			
Dogs	1		
Other	1		
Total Number of Hours Involved			


 Signature
 In School For 1 week

2-28-22
 Date

UPSHUR COUNTY BUILDING & FLOODPLAIN PERMITS
FEBRUARY 1, 2022 - FEBRUARY 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
2/1/2022	8754	81258	SHAWN WILSON-AGENT FOR T-MOBILE / SBA TOWERS IX LLC	507 MAIN ST SUITE 204, ZANESVILLE, OH 43701	\$20,000.00	\$15.00		OL	REMOVE AND REPLACE ANTENNAS, RRHS AND GROUND EQUIPMENT INSIDE EXISTING EQUIPMENT COMPOUND. (THIS WORK WILL NOT CHANGE THE HEIGHT OF THE TOWER OR THE SIZE OF THE EQUIPMENT COMPOUND.) (LOCATION: 870 SLAB CAMP RD)	SBA NETWORK SERVICES LLC, 8051 CONGRESS AVE, BOCA RATON, FL 33487	
2/4/2022	8755	80114	SHAWN WILSON-AGENT FOR T-MOBILE / SBA TOWERS 11 LLC	507 MAIN ST SUITE 204, ZANESVILLE, OH 43701	\$20,000.00	\$15.00		OL	REMOVE AND REPLACE ANTENNAS, RRHS AND GROUND EQUIPMENT INSIDE EXISTING EQUIPMENT COMPOUND. (THIS WORK WILL NOT CHANGE THE HEIGHT OF THE TOWER OR THE SIZE OF THE EQUIPMENT COMPOUND.) (LOCATION: 866 HARVEY WENTZ RD)	SBA NETWORK SERVICES LLC, 8051 CONGRESS AVE, BOCA RATON, FL 33487	
2/7/2022	8756	NEW	MCCARTNEY, RAYMOND L	336 TREXEL MCCARTNEY RD, FRENCH CREEK, WV 26218	\$15,000.00	\$15.00		CHECK	16' X 20' CABIN	SELF	
2/11/2022	8757	12805	GEORGE, KEISHA L	27 ROHR AVE, BUCKHANNON, WV 26201	\$5,570.00	\$15.00		OL	CHAIN LINK FENCE	DAN NEEL FENCE CO, 105 STEELE ST BOX 46, BRIDGEPORT, WV 26330	
2/15/2022	8758	5582	KAHER, JOHN G	338 EVERGREEN DR, BUCKHANNON, WV 26201	\$10,422.00	\$15.00		OL	14' X 24' DECK	WOODY HOME IMPROVEMENT, 496 NATURAL BRIDGE RD, FRENCH CREEK, WV 26218	
					TOTAL	TOTAL	TOTAL				
					\$70,992.00	\$75.00	\$0.00				

UPSHUR COUNTY BUILDING & FLOODPLAIN PERMITS
FEBRUARY 16, 2022 - FEBRUARY 28, 2022

[illegible]

TOTAL	TOTAL	TOTAL
\$254,599.73	\$105.00	\$0.00
GRAND PROJECT TOTAL	GRAND BP TOTAL	GRAND FP TOTAL
\$325,591.73	\$180.00	\$0.00

ELKINS ROAD PUBLIC SERVICE DISTRICT Agenda

Meeting	<i>Regular Monthly Meeting</i>	Start Time	<i>5:00 PM</i>
Date	<i>Tuesday, March 8, 2022</i>	Place	<i>P.S.D. Office 133 Fallen Road, Buckhannon</i>

Meeting Called to Order by Chairperson	5:00 PM
Pledge of Allegiance	
Roll Call Introduce Board of Directors	
Chair/Treasurer-Carey Wagner, Secretary-David Burr, Board Member-Vacant	
Introduce Office Staff - Office Manager, Carolyn Douglas; Billing Clerk - Linzy Wilson;	
System Operator-David Wamsley	
Recognize Current Customers	
Approval of Minutes February 8, 2022 Regular Monthly Meeting	Vote
Treasurer Report/Payment of Bills for March/bal of February Invoices	Vote

ITEMS FOR DISCUSSION

Phase III Extension Project Update	Vote
Invoice payment approval	
Progress Reports & Discussion	
Change Orders	
Project Underruns & Proposed Use	
Waugh Tank Overflow	
Master Meter Backflow	
Man Door for Attached Storage Building	

Maintenance Report
Stanley/Ponderosa Post
Water Leak/Loss

Quick DamageClaim/Lawsuits	Vote
Updates	

Date & Time of April 2022 Meeting - Tuesday, April 5, 2022 @ 5:00 pm

Adjournment	Vote
--------------------	-------------

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

*Rough Draft Prepared by Office Manager February 24, 2022
Prepared by Board Chair and Office Manager March 1, 2022
Posted and Available to the Public on March 4, 2022*

**Buckhannon-Upshur Chamber of Commerce
Meeting Agenda
March 9, 2022**

Welcome

Minutes

Financial Report

Old Business

- Cash Calendar Tickets Available
 - ✓ Next Drawing- \$100 St. Patrick's Day
 - ✓ Announced on Facebook

New Business

- Virtual Candidates Forum - March 16th 7pm
- Virtual Annual Awards & Elimination- April 21st

Reports from Collaborative Organizations and Standing Committees:

West Virginia Strawberry Festival
Upshur County Development Authority
Southern Upshur Business Association (SUBA)
Upshur County Convention and Visitor's Bureau (CVB)
Create Buckhannon
City of Buckhannon
County Commission
Mountain CAP of WV
WVWC
St. Joseph's Hospital
Rotary

Guest Speaker- Nicki Bentley-Colthart, Family Support Program Director
Meeting the Challenges of Housing & Homelessness in Upshur County
Mountain CAP of WV, Inc., a CDC

Announcements

Adjourn

UPSHUR COUNTY SENIOR CENTER

TO: Upshur County Senior Center Board of Directors

FROM: Tracie Thompson/Ransom Hackett

MEETING: Senior Center Board of Directors

DATE: March 9th, 2022

TIME: 12:00 PM

PLACE: Conference Room, UCSC

Minutes Attached

Director's Report Attached

Financial Report Attached

AGENDA

Call to Order

Roll Call

Approval of Minutes

Directors Report

Financial Report

Previous Business

New Business

Next Meeting

Adjournment

April 12

Upshur County Convention & Visitors Bureau

March 9th, 2022 Agenda

- Call Meeting to Order
- Approval of Minutes
- Treasurer's Report
- Director's Report
 - CVB Finances
 - Upcoming Advertising Campaigns
 - Water Trail Designation
 - Buckhannon Partners – virtual
 - WAMSB
 - WV Strawberry Festival
- Event Center Director Report
 - Past / Upcoming Events
 - Update on Lighting & Power
 - Staff pay structure
- Old Business:
- New Business:
 - Upcoming election of Officers & new board members
- Motion to Adjourn Meeting

NEXT MEETING: April 13, 2022

West Virginia University
Extension Service Committee Meeting Agenda
March 9, 2022
7:00 PM

- Call to Order.....Todd Payne
- Minutes of the last meeting.....Dave Riffle
- Program Reviews.....Craig Presar & Tasha Harris
- Personnel Action.....Craig Presar
- Election of Officers.....
- Adjournment



**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: March 10, 2022
Time: 1:00 p.m.

AGENDA

CALL MEETING TO ORDER / ROLL CALL

PUBLIC QUESTIONS / COMMENT PERIOD

APPROVAL OF MINUTES: February 2022

BUSINESS ITEMS – Discussion/Update/Action

- Application
- Queen easement – Status update:
- Hicks Monitoring
- FY22 Applications for Funding Consideration
- Review of the purpose of UCDA on the board as a member-
 - o Property Ramification of Economic Development Authority

FINANCIAL MATTERS – Discussion/Update/Action

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

OTHER BUSINESS –

DATE OF NEXT MEETING –

ADJOURNMENT

UPSHUR COUNTY SAFE STRUCTURES AND SITES
ENFORCEMENT BOARD

Meeting Agenda

Upshur County Administrative Annex

Thursday, March 10, 2022

3:00 p.m.

- I. Call meeting to order
- II. Recognition of Guests
- III. Public Comment
- IV. Approval of previous meeting(s) minutes
 - February 10, 2022
- V. Report and/or action on Pending Cases
 - 021121-01 (Chapman) – Pending until State action has reached its conclusion – Hearing is scheduled for April, 2022
 - 111021-01 (Hughes) – Review photographs of property
 - 011322-01 (Bailey) – no action, deadline is April 13, 2022
- VI. Consider requests to establish new cases that were received on or before 3/10/2022
- VII. Adjournment

The next Safe Structures & Sites Board Meeting will be held on Thursday, April 14, 2022 beginning at 3:00 p.m. at the Upshur County Administrative Annex, 91 West Main Street, Suite 101, Buckhannon, WV.

To Participate in the Board meeting virtually,
Please join the meeting from your computer, tablet or smartphone: <https://meet.goto.com/861926269>
You can also dial in using your phone: United States: +1 (872) 240-3212 Access Code: 861-926-269

Special Working Session #3 of City Council of Buckhannon
3:00 p.m. in Council Chambers
Meeting Agenda for Friday, March 11, 2022

- A. Call to Order
 - A.1 Moment of Silence
 - A.2 Pledge to the Flag of the United States of America
- B. Working Session & Discussion
 - B.1 Financial-Budget For Fiscal Year 2022/2023

POSTED 03/04/2022



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

UCFRN General Membership Meeting ~ Zoom

March 14, 2022 12:00 PM

Agenda Topics

- Introduction and opening prayer
- Updates:
 - Community Baby Shower – June 11th – time and place TBA
 - Please see Survey Monkey poll by email
 - Updates on socials and Healthy Grandfamilies
- Speakers: Leeanna Marks, RN, and Hazel Davis, MA, Milan Puskar Health RIGHT Outreach Program
- Any other information Lori or board forgot
- Information Sharing

Next meeting Monday, April 11, 2022 at 12:00pm - Zoom

In compliance with West Virginia's Public Meeting Law, the 26th Judicial Circuit Community Corrections Program special board meeting will be held March 14, 2022 at 6:00pm at the Upshur County Day Report Center in Upshur County. The public is invited to attend and learn more about our program, serving Lewis and Upshur Counties.

COMMUNITY CORRECTIONS

Board Meeting Agenda

March 14, 2022

Upshur County Day Report Center 6:00 P.M.

I. Handouts

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

II. New Business

- 1) Batterer's Intervention Prevention Class Update
 - Upshur/Lewis class in process
- 2) Home Confinement Update- Lewis-15 Upshur-23
- 3) Community Corrections Update
 - Referrals received since July 1, 2021, Upshur-66 Lewis-48 Total-114
 - Discussion about Lewis County new DRC building zoning

III. Next Meeting

- **May 9, 2022 at the Lewis County Day Report Center at 6:00 P.M.**

Buckhannon-Upshur Airport Authority Agenda

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

Monday, March 14, 2022 at 4:00 pm

- A. Call to order
- B. Recognized guests and public comment period
- C. Officer/Committee/Consultant Reports:
 - President's Report – Tom O'Neill
 - Discussion and possible action addressing and mitigating nighttime disturbances on airport property
 - Discussion and possible action regarding upcoming lease renewals for Nicholas Upton, HealthNet Aeromedical Services, Inc., and I'm Out LLC
 - Treasurer's Report – Phil Loftis, Treasurer
 - Draft budget review/approval
 - Secretary's Report – Brian Huffman, Secretary
 - Status of brush clearing around interior of perimeter fence
 - Discussion and possible action regarding clearing the exterior of the perimeter fence
 - Approval of fence quote and status update for the access road gate project
 - Engineering Reports – Chapman Technical
 - Operations – Jamie Wilt, Jennifer Powers
 - Jamie**
 - Project updates (fence clearing & access road gate placement)
 - Jenny**
 - A FOIA request was received from West Virginia open the books. The request included employee names, hire dates, and compensation information and was fulfilled in the required timeframe.
 - Our financial audit for FY 20 & FY 21 will be scheduled in late April or early May according to Mike Balestra with bhm CPA Group
- D. Consent Agenda:
 - Approval of Minutes
 - Approval of Treasurer's Report
 - Authorization for payment of the bills
- E. Items Removed from the Consent Agenda for discussion and vote:
- F. Old Business:
 - Hangar space requests/applications/updates
- G. New Business:
 - Modification of Temporary Easement Agreement and Road Grant Easement Agreement (Atlantic Coast Pipeline)
- H. Board Member Comments and Announcements
- I. Adjournment

Notice: This (and possible future meetings) are being held using a conference call and the electronic application 'Zoom'. Should you desire to attend this meeting electronically you will need to contact the Authority (treasurer@fllvw22.com or 304-613-9321) at least one hour prior to the meeting to gain the necessary information to join the meeting. All meetings of the Authority are open to the public.

¹ Due to Covid-19 concerns and per WV Code 6-9A-2(5) "Meeting" means the convening of a governing body of a public agency for which a quorum is required in order to make a decision or to deliberate toward a decision on any matter which results in an official action. Meetings may be held by telephone conference or other electronic means.

ELKINS ROAD PUBLIC SERVICE DISTRICT Agenda

Meeting	<i>Regular Monthly Meeting</i>	Start Time	<i>4:30 PM</i>
Date	<i>Tuesday, March 15, 2022</i>	Place	<i>P.S.D. Office 133 Fallen Road, Buckhannon</i>
<hr/>			
Meeting Called to Order by Chairperson			5:00 PM
Pledge of Allegiance			
Roll Call Introduce Board of Directors			
Chair/Treasurer-Carey Wagner, Secretary-David Burr, Board Member-Vacant			
Introduce Office Staff - Office Manager, Carolyn Douglas; Billing Clerk - Linzy Wilson;			
System Operator-David Wamsley			
Recognize Current Customers			
Approval of Minutes February 8, 2022 Regular Monthly Meeting			Vote
Treasurer Report/Payment of Bills for March/bal of February Invoices			Vote

ITEMS FOR DISCUSSION

Phase III Extension Project Update	Vote
Invoice payment approval	
Progress Reports & Discussion	
Change Orders	
Project Underruns & Proposed Use	
Waugh Tank Overflow	
Master Meter Backflow	
Man Door for Attached Storage Building	

Maintenance Report
Stanley/Ponderosa Post
Water Leak/Loss

Quick DamageClaim/Lawsuits	Vote
Updates	

Date & Time of April 2022 Meeting - Tuesday, April 5, 2022 @ 5:00 pm

Adjournment	Vote
--------------------	-------------

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

Notice of Meeting

for

Upshur County Fire Board, Incorporated

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

Location: Upshur County Administrative Annex, Suite 101, 91 W. Main Street
Date: Tuesday, March 15, 2022
Time: 6:30 p.m.

AGENDA

This meeting has been cancelled to due scheduling issues with the place of meeting.

Date of Next Meeting---March 22, 2022---Adjournment

LEWIS/UPSHUR LEPC
March 16, 2022
12:00 pm
Lewis County EMS
Agenda

- 1 MEETING CALL TO ORDER
- 2 WELCOME AND INTRODUCTION OF GUESTS
- 3 MINUTES OF PREVIOUS MEETING
- 4 TREASURER'S REPORT
- 5 UNFINISHED BUSINESS
 - A On Site Emergency Plans
 - B JH Consulting contract for Commodity Flow Study
 - C Web Site update
 - D Membership update
 - E Recent LEPC State requirement training
 - F Money received from Upshur County
- 6 NEW BUSINESS
 - A Standing Committee appointments
 - B Assignments to Committees
 - C Annual Exercise
 - D Misc.

Adjournment

***City Council of Buckhannon – 7:00 pm in Council Chambers
Meeting Agenda for Thursday, March 17, 2022***

Channel 3 is Live Streaming our City Council Meetings at <https://www.facebook.com/ch3buckhannon/> Please send public comments to buckhannon@buckhannonwv.org via email or drop them in the mail, or drop box behind City Hall.

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

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

A. Call to Order

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

B. Recognized Guests

- B.1 James Powell-Loudin Insurance
- B.2 Jody Light-Almost Heaven BBQ Bash-Rib Fest

C. Department & Board Reports

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

D. Correspondence & Information

- D.1 Notice of Special Public Meeting of the Buckhannon Historic Landmarks Commission on 04/05/22 6PM RE: Information, Grant Opportunities, Design Criteria Guidelines for Buckhannon Historic Districts
- D.2 WAMSB Infographic Flyer July 17-July 24, 2023
- D.3 Charles Gibson Library Director's Report March 2022
- D.4 Memorandum of Understanding West Virginia First-National Opioid Litigation Settlement-Funds Allocation

E. Consent Agenda

- E.1 Approval of Minutes -Regular Meeting-02/17/22, 03/03/22; Special Meeting 02/23/22
- E.2 Approval of Building and Wiring Permits
- E.3 Approval of Payment of the Bills

F. Strategic Issues for Discussion and/or Vote

- F.1 Approval General Fund and Coal Tax Budget FY 2022-2023
- F.2 Approval Westfield Property Insurance Renewal
- F.3 Approval Travelers Liability Insurance Renewal
- F.4 Approval To Set Time 9:00 a.m. to Lay the Levy on Tuesday, April 19, 2022
- F.5 Fire Civil Service Commission Recommendation of Top 3 Candidates to Council for Consideration of Hiring & to Set Date of Interviews for Position of Probationary Firefighter
- F.6 Discussion/Possible Action Event Request West Virginia Strawberry Festival RE: Parades & Events 2022 Use of City Owned Property & Services during the 80th Annual Event May 14 – May 22, 2022
- F.7 WVDOH Poundstone Riverwalk Trail Transportation Alternatives Project
- F.8 Approval Memorandum of Understanding Allegheny Highlands Regional Response Team & BPD
- F.9 UCDA/Battle Green Waterline Relocation Along Raella Lane

G. Comments and Announcements

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

H. Mayor's Comments and Announcements

I. Executive Session Per WV Code § 6-9A-4- Personnel Matters

J. Adjournment



**Upshur County Farmland Protection Board
Regular Monthly Meeting
November 4, 2021 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, John Sencindiver-Treasurer, Jennifer Bostian, Laura Rusmisell

MEMBERS ABSENT: Kristie Tenney

OTHERS PRESENT: Mimi Riffle, Amy Moloney-via Zoom

CALL TO ORDER: The Upshur County Farmland Protection Board meeting was called to order at 6:11 p.m. by Lowell Peterson, Chairman.

APPROVAL OF MINUTES: Motion by John Sencindiver, seconded by Jennifer Bostian, the Board moved to approve the minutes from September 2021 as presented. **Motion passed.**

BUSINESS ITEMS - UPDATE/ACTION ITEMS:

Introductions/ Vacant Seat: Laura Rusmisell was introduced as the new Board member. Ms. Rusmisell was appointed by the Commission to fill the vacant seat that was previously held by Dr. Reed.

John Sencindiver discussed that he had received a bill from the Farm Bureau. This was dues that we would pay into the Farm Bureau each year. Jennifer Bostian made the motion that we continue to pay the Farm Bureau dues to support them. John seconded the motion. **Motion carried.** Jennifer discussed reaching out to the Farm Bureau to see if there is anything else that they can do help with protecting farmlands.

Yellow Book Appraisal- The definition of what a Yellow Appraisal is was presented to the group.

Queen easement – Status update– The oil and gas release were discussed. Mimi was still working to secure who the new lease holder is. Currently the DEP is listing PG Oil & Gas as the reporter for the production. Lowell provided Mimi with an address to reach out to them for a release on the well on the Queen property. Mimi stated that she has not sent the release and will not send the request for a release until Mr. Queen signs his Option Contract and Agreement. Todd reported that Mr. Queen is concerned about whether he would receive what he is asking for his land of \$1800 an acre. His current asking price is \$196,000 for 109.47 acres. The board was reminded that we pay 75% of the appraised value. If an appraisal comes in less than a landowner's asking price, then they can pull their application with no penalty and the Farmland Protection Board will pay the fees. John made the motion that we ask Mr. Queen to sign his contract before the next meeting. Motion was seconded by Todd; **Motion carried.**

Review Due Diligence: It was tabled at the last meeting to defer the decision on how to handle the due diligence clause. The group wanted clarification on yellow book appraisal, which was presented earlier in the meeting. Amy told the group that Lincoln County only pays 50% of the land value and only has 1 farm. She reminded the board that we want landowners to come to this board to protect their land and not for the payout that they would receive from it. The board needs to be careful to pay out at 100% because

those who come to us because of the money will be more likely to violate the easement. Todd is concerned that if we do not change some things with the due diligence that we could have people asking questions about our funds. Jennifer wants to make sure that we keep to our purpose as a board and continue to work to protect and preserve. Lowell stated that he wants to make sure that when we word the reviews and make changes that boards down the road long after we are done serving the board understand what our intent was. Anyone who wants to apply for an easement need to make any restrictions or reservations at the time of the Contract. This means that anyone who wants to build something down the road on a certain property must state that when applying or signing their contract. Jennifer Bostian made the motion that the Farmland Protection Board cover all costs associated with the due diligence found on page 25 of the Farmland Protection Program book, including the Queen property until January 2023. Laura Rusmisell seconded the motion; **Motion carried.** The group now needs to promote the change to attract more farms for easements.

Commission Update- Lowell reported that he went to commission meeting on October 7, 2021 to provide an update of our board. During the presentation, Lowell presented Dr Joseph Reed with a proclamation for his service to the Farmland Protection Board.

FINANCIAL MATTERS - UPDATE/ACTION ITEMS:

Financial overview was presented by John Sencindiver. Todd Payne made the motion to approve the report as presented, Laura Rusmisell seconded the motion. **Motion passed.** John informed the group that we had a bill to pay for our annual audit, WVFLPB dues, and an invoice from Mimi. John clarified that any statement or invoice under \$500 can be paid without a vote. The board agreed that was the current policy. Jennifer made the motion to pay for the annual audit, motion was seconded by Laura Rusmisell; **motion carried.**

OTHER BUSINESS:

DATE AND LOCATION OF NEXT MEETING: December 16, 2021 at 6 pm at the Upshur County Commission Administrative Annex

ADJOURN: 8:30 pm

Upshur County Farmland Protection Board Minutes Submitted By:

Mimi Riffle

Approved:

Jennifer Bostian

Todd Payne



**Upshur County Farmland Protection Board
Regular Monthly Meeting
December 16, 2021 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

MEMBERS ABSENT: Arley Robinson-secretary, John Sencindiver- Treasurer, Laura Rusmisell

OTHERS PRESENT: Mimi Riffle

CALL TO ORDER: The Upshur County Farmland Protection Board meeting was called to order at 6:07 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 November 2021 as presented. **Motion passed.**

BUSINESS ITEMS - UPDATE/ACTION ITEMS:

Queen easement – Status update– Mimi presented the board with a signed copy of the Option Contract and Agreement by the Queens. Jennifer made the motion to use Hymes and Coonts to do the title opinion. Todd Payne seconded the motion. **Motion passed.**

Call for Application Update- Todd Payne presented a new application from Herb & Twila McClain, it was missing just a few items that Lowell agreed to try and get corrected prior to the January 1st deadline. Mimi also informed the group that a second application was submitted by David Hinkle. These will be discussed at the January Meeting

FINANCIAL MATTERS - UPDATE/ACTION ITEMS:

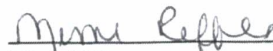
Financial overview was prepared by John Sencindiver and passed out at the meeting for viewing. Todd Payne made the motion to approve the report as presented, Jennifer Bostian seconded the motion. **Motion passed.**

OTHER BUSINESS:

DATE AND LOCATION OF NEXT MEETING: January 20, 2021 at 6 pm at the Upshur County Commission Administrative Annex

ADJOURN: 6:36 pm

Upshur County Farmland Protection Board Minutes Submitted By:


Mimi Riffle

Approved:


Laura Rusmisell


John Sencindiver

Adrian Public Service District
February 3, 2022
Monthly Board Meeting



Present from Adrian PSD: Paul Spencer, Kelly Arnold, Carolyn Douglas, and Norma Woody.

Visitors in attendance: None.

All motions were unanimous unless otherwise noted.

The meeting was called to order at 3:00 pm by Chairman Spencer.

Minutes of the January 6th meeting were read. Paul made the motion to approve the minutes and Kelly second.

Invoices were presented. A motion was made to pay by Kelly, second by Carolyn.

Old Business

- Pickens VIII/Pickens update provided by Norma Woody. Our attorney mailed letter with final offer for land acquisition to Mr. and Mrs. Ricottilli.

New Business

- None

Items for Discussion/Action/Approval

- Norma Woody received 10 applications to date for Customer Accounts Specialist position. The Board agreed to meet February 9th at 4:00 to review potential candidates after closing of posting on February 7th.
- A new Conflict of Interest Policy presented by Norma was approved/adopted unanimously by the board adhering to USDA requirements for the Pickens project.
- Norma presented the board with 2022-2023 Budget for approval. Paul made a motion to approve, and Carolyn second.

Maintenance Report

- Cleveland tank repaired due to bullet hole midway down tank.
- Installed five new wall heaters in pump stations.
- Repaired and replaced four chlorinators, along with two chlorine pumps.
- Cleaned out all Chlorine holding tanks for eight stations.
- Two main breaks at Beechtown and Rock Cave repaired.
- Repaired four service leaks at Wilsontown, Arlington, Route 20 past French Creek Post Office, and Lick Run.
- Installed a new service.

Office Report


- None

Adjournment

The meeting adjourned at 4:00 pm. Next regular meeting will be March 3, 2022 at 3:00 pm

Board of Directors


Paul Spencer, Chairman


Carolyn Douglas, Vice Chairman


Kelly Arnold, Sec., Treas.

Tennerton Public Service District
Monthly Meeting
February 8, 2022

The regular monthly meeting of the Tennerton Public Service District was held at the district office at 188 Fayette Street, Buckhannon West Virginia on Wednesday February 8, 2022

In attendance were Joe Tenney, John Barnes, Terry Gould, and Vickie Dean

The meeting was called to order promptly at 2:00 pm by Joe Tenney chairman. The minutes of the previous meeting held on , January 12,2022 were read, there being no corrections or additions, motion to approve was made by Joe Tenney, seconded by John Barnes.

Terry Gould presented the monthly financial reports and the bills to be paid. A motion to pay the invoices was made by John Barnes and seconded by Joe Tenney.

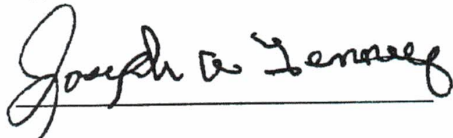
The board reviewed and approved the previous month's credit memos. No shutoffs this month.

Terry Gould reported on the following:

- *Mike Hyre sent in a letter of resignation due to his current work schedule.
- *Annual report has been filled and accepted with one correction to "no employees." Our employees are considered contract employees.
- *Discussed a way to charge a security deposit for city billing customers.
- *Had a problem with a septic tank caving in on Crescent Street. Health Dept. sanitarian reported as a hazard. Neither neighbor on both sides claimed the septic tank as theirs. Our guys went up since both are on our system and determined who was responsible. By order of the health department, it will now have to be filled and taken care of by Mrs. Arbogast.
- *Mr. Riggleman on Whitaker Dr. has had problems with his line being stopped up more than once. 2 days ago, it was dug up and our pipe had dropped down. It is our problem.

There being no other business to discuss, motion was made by Joe Tenney to adjourn and seconded by John Barnes.

Approved

A handwritten signature in black ink, appearing to read "Joe Tenney", is written over a horizontal line.

UPSHUR COUNTY SENIOR CENTER

UPSHUR COUNTY SENIOR CENTER BOARD OF DIRECTORS

MINUTES: February 9th, 2022

CALL TO ORDER: President Ransom Hackett called the meeting to order at 12:05PM.

THOSE ATTENDING: Tracie Thompson, Tim Rock, Ransom Hackett, Heather Powell, Terry Cutright, Larry Williams, Courtney Wilt, James Farry

APPROVAL OF MINUTES: President Ransom Hackett asked for a motion to approve the January 2022 minutes. Tim Rock made a motion to approve the minutes. Heather Powell seconded the motion. Motion passed unanimously.

GUEST PRESENTER: None

DIRECTOR'S REPORT: Director Tracie Thompson presented the Director's Report. Discussion occurred regarding the newsletter. Heather Powell made a motion to approve the director's report. Larry Williams seconded the motion. Motion passed unanimously.

PUBLIC COMMENTS:

- None

FINANCIAL REPORT:

- Director Thompson presented the financial reports for December. Heather Powell made a motion to approve the financials for December. Larry Williams seconded the motion. Motion passed unanimously.

NEXT MEETING: The next board meeting will be March 9th, 2022 at 12 PM.

ADJOURNMENT: Tim Rock made a motion to adjourn. Heather Powell seconded the motion. Adjourned at 12:32PM.

Adrian Public Service District
February 9, 2022
Special Board Meeting

Present from Adrian PSD: Paul Spencer, Kelly Arnold, Carolyn Douglas, and Norma Woody.

All motions were unanimous unless otherwise noted.

The meeting was called to order at 4:00pm by Chairman Spencer.


Items for Discussion/Action/Approval

- The board received 12 applications for Customer Accounts Specialist position. The board, along with Eric Brunn and Norma reviewed applicants and chose three potential candidates for interviews. Interviews were to be held February 15th, at 2:30pm, 3:30pm, and 4:30pm consecutively. However, due to scheduling conflicts with candidates, the interview times were moved to 3:30pm, 4:30pm and 5:30pm consecutively.

The meeting adjourned at 5:00 pm. Next regular meeting will be March 3, 2022 at 3:00 pm.

Board of Directors


Paul Spencer, Chairman


Carolyn Douglas, Vice Chairman


Kelly Arnold, Sec., Treas.

**Upshur County Safe Structures and Sites Enforcement Board
February 10, 2022**

Members present: Greg Harris, Chris Cook, Chris Alkire, and Chris Garrett
Members absent: JB Kimble
Others present: Tabatha Perry, James Arhvidese, Rhett Dusenbury and Mike Starett

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

The January 13, 2022 meeting minutes were reviewed. On Motion by Chris Alkire, seconded by Chris Cook, the meeting minutes were approved as presented.

The Enforcement Board reviewed the following cases:

021121-01 (Chapman) No action. Hearing in Magistrate Court for 2/3/22 was continued for 60 days to allow for debris removal.

111021-01 (Hughes) No action.

011322-01 (Bailey) Claypool Hollow Road. Dye test was negative, there are concerns with the stability of the mobile home as the foundation blocks have shifted. On motion by Chris cook, seconded by Chris Alkire, the Board moved to provide the owner with 60 days to bring the property into compliance with the Ordinance; however, removal of the household garbage must be prioritized. The deadline is April 13, 2022. Mr. Starett, neighboring property owner, stated DNR will be on-site next week to take a look at the property. Chris Garrett recommended that Mr. Starett reach out to James McClain with the DEP.

The Enforcement Board reviewed the following new cases:

No new complaints

Public Comment:

Rhett Dusenbury with Alex Mooney's office discussed the statewide effort to demolish structures, etc.

Other Business:

Tabatha reported that the Mitchell Hyre case will most likely be returned to the Board as the property now belongs to Valusia Ventures LLC and was acquired on April 1, 2021 which is prior to the opening of the Hyre property case.

The next meeting will be held on Thursday, March 10, 2022 at 3:00 p.m. in the Upshur County Commission Administrative Annex, 91 West Main Street, Suite 101, Buckhannon, WV.

By consensus of the Board, the meeting adjourned at 3:34 p.m.

Approved by:

Greg Harris, Enforcement Officer

Date

By Phone

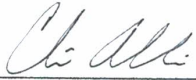
Chris Garrett, Board Member

3/10/22

Date

James B. Kimble, Board Member

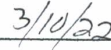
Date



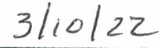
Chris Alkire, Board Member



Chris Cook, Board Member



Date



Date

Upshur County CVB Board Meeting Minutes February 12, 2022

Present: Brooke, Sean, Laura, Tammy, Jennifer Bostian, Carrie Mills, Rise Hanifan, Randy Sanders, Linda Wellings, Joey Baxa, Jenny Fluke

Meeting called to order by Laura Meadows.

Minutes from January 2022 were reviewed

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

The Treasurer's Report was reviewed for January, 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, with payments to begin in July 2022.
- Upcoming Advertising with Highland Outdoors, Recreation News, WV Living and social media campaigns.
- New rack cards have been delivered! Now the office will begin shipments to WV Welcome Centers, other CVBs & area hotels.
- Flat Water Trail Designation – Working with interested partners to begin the application.
- Winter Walking Dinner Tour was coordinated by WVWC Service Scholar Brooke Hamrick. Ticket sales will be live in the near future.
- CVB Office hosted it's first Buckhannon Partners virtual meeting, getting a chance to talk with local tourism businesses / organizations about what's happening in the community. We'll continue to host this on a monthly basis.
- We're compiling the special events for 2022, where we'll incorporate into our social media campaigns, post on our website and share with the WV Tourism Office. Randy updated us that the WV Miss Pageant will be held in Buckhannon in early June. BCT will soon announce performance dates for this summer. WVSF is hosting a Poker Run on April 23rd.
- World Association of Marching Show Bands update: Laura has been working with surrounding campuses and lodging facilities to determine housing options for participating bands. This event will feature band competitions, 2 parades and more in July 2023.
- Vacation Home tax collection has begun. Because this is a new process, there are some minor issues to be ironed out by the State with the municipalities / counties. Some small issues have delayed the first round of payments.

Event Center Report was presented by Sean Harris.

- Past & Upcoming Events – Gained a few events, didn't lose any.

- Lights & Power: Permanent outdoor lighting still hasn't been addressed by the State. We'll continue to stay in contact with them to encourage a permanent solution. Power issue is temporarily fixed, while we wait for part to permanently fix the issue.
- Event Center Staff pay structure: Event staff currently are part-time workers at \$10 per hour. Sean proposed a pay structure that would incentivize the staff to want to work more events to reach higher pay options. Proposal would be once a staff person worked 10 events, their pay would increase by \$1. An additional 10 events would increase another \$1. Motion by Jen and a second by Randy to enact an incentivized pay structure. Sean will present a final program at the next Board Meeting.

Old Business: None

New Business: None

Next Meeting scheduled for March 9, 2022

Minutes Presented by: Laura Meadows

Adrian Public Service District
February 15, 2022
Special Board Meeting Interviews (three hour session)

Present from Adrian PSD: Paul Spencer, Kelly Arnold, Carolyn Douglas, Eric Brunn and Norma Woody.

All motions were unanimous unless otherwise noted.

The meeting was called to order at 3:30 pm by Chairman Spencer.


Items for Discussion/Action/Approval

- The board interviewed two candidates for Customer Accounts Specialist posting. (third candidate did not show for interview) Board decided unanimously to hire Alicia Wright for the position. All board members agreed she start work after a two week notice to her current employer. Her date of hire will begin March 7, 2022. Alicia was hired as part-time not to exceed 32 hours weekly, until probationary period concludes. The board will determine if necessary for full-time, permanent hire at that time.

The meeting adjourned at 6:30 pm. Next regular meeting will be March 3, 2022 at 3:00 pm.

Board of Directors


Paul Spencer, Chairman


Carolyn Douglas, Vice Chairman


Kelly Arnold, Sec., Treas.

Feb 25, 2021

meeting called to order by Terry Luttrig

	<u>attend</u>	
Election of officers	Terry C.	hanna Meadows
	Todd P.	Sharon S.
<u>Pres.</u>	Tammy S.	Craig P.
<u>V.P.</u>	Wayne H.	Tasha H.
<u>Sec.</u>	Rusty S.	Debye C.
		Mimi R.

sec. minutes approval 1st Rusty Surface
 2nd Todd Payne
 motion passed

Craig

- all programs took big hit with Covid
- 10 people or less for meetings
- up to 25 in groups for now
- summer camps (no residential camping this summer)
- day camps (groups of 25 or less) only at this point
- hope to offer larger variety of options for day camps
 science day, fishing, etc.
- plan is still being worked on
 probably not in Selbyville this summer
 trying to stay in town to be easier on parents for trans.
- Tammy S. suggested schools as possibility
- volunteers could be an issue
- square bale hay day suggested by Todd P.
- had big plans last year for camp (but canceled)
 9 kids older / 9 kids younger for online day camps last year

- sp. interest which moved into virtual or 8-10 person small groups outside
- lifting no face to face on March 1st
- Air rifle
- Archery 4 practices, 1 tournament (short season)
 - only able to practice 18 kids at a time per plan approved through WVU
 - 100 kids signed up
- CEOs
 - able to start meeting March 1st
 - comm. Service hours way down due to Covid
 - members very active @ home
- Assessment of Upshur county camp next Weds.
 - WVU just wanting to see camps, possibly give feedback if improvements are needed (not looking for reasons to shut us down)
- Tasha
 - 2 floral design classes offered before covid
 - 2 Ag classes
 - 16 ^{post series} ~~post series~~ spring garden sessions (lunch: learn)
 - 80 fall " " " "
 - 150 ~~100~~ + enrolled now for " " 200+ high tunnel series
 - 1,000 micro green kits to Up. City youth
 - " strawberry kits " " "
 - 14 youth workshops livestock/hort. 5-15 kids per
 - Energy Express virtual for last year Videos
 - " still waiting for approval
 - livestock sale couldn't help
 - 70 projects completed
 - \$54,380 ³⁸⁰ in sales
 - 450+ garden calendars
 - 150+ Soil Test kits

- 60 reg. Adopt A chick Barlow, Rand.
virtual for now
 - incubator delivered today (donated by S.S.)
 - trying to increase enrollment in 4-H/livestock)
- school enrichment may use this program in schools
- RCEs high tunnel, classes to start soon
veg. to be used in the cafeteria at school
- budget

Annual Memorandum of Agreement

requesting 3% raise for 2 staff members
or whatever commission is able to do

Craig salary covered by WVU

Tasha " " partially " \$5,250 by commission

Travel request decreased to \$4,000

Had to purchase 3 new computers (too old for IT to work on)

commission helped move some money to cover ↑

Office supplies up to \$1,500 to cover addl costs

Board request same as last year

1st Tammy S.

2nd Rusty S.

motion passed for both budgets

Annual Mem. of Agreement Enpl. Eite. pers.

- retain Craig, Tasha

1st Todd P.
2nd Tammy S.
motion passed

adjournment 1st
2nd

Pres. Todd P.
V.P. Terry C.
Sec. Dave R.
motion passed

adjourns 1st Todd P.
7:43pm. 2nd Sharon S.

Lewis-Upshur LEPC Meeting Minutes

The Meeting was called to order by Burnside at _12:06_____ in Lewis/Upshur County.

The Pledge of Allegiance and Moment of Silence was led by _____.

Members Present: See attached sign-in sheet.

Financial Report was read and accepted.

Guest Rhett Dusenbury from Congressman Mooney's office was in attendance, and expressed the congressman's support and abilities for grants.

Chairman's Comments: We are required to advertise for an annual meeting, This was done on WHAW, the record delta, the community guide, the Weston democrat and on our Facebook page.

J. Reed made amotion that the \$50 be reimbursed to the chairman for the record delta ad, G. Davis Seconded and the motion passed unanimously.

There was an educational presentation about what the LEPC is

Grant Updates:

Committee Reports:

Membership:

Bylaws:

Public Education/Information:

Annual Exercise Planning Team (HSEEP):

Hazard Assessment & Planning:

Tier II Reports: 19 of 66 have filed and they have until March to complete the filing. D. Burnside has 92 reports that have been emailed to him.

Off Site Emergency Response Plans:

Old Business:

In the last meeting we voted to have JH Consulting to produce our Haz Mat Commodity flow study. J. Harvey is here to tell us about that project. They have proposed monitoring 4 sites in each county including I 79, US 33 (Corridor H) 19, and 20, They will monitor for four hours at a time. When you look at it from a percentage doing a 4-hour monitored block you can extrapolate the 24-hour data very close. They will also reach out and include rail companies. The report will present highway data in 3 ways, each, site, each route and a total aggregate. It's looking like a May to June for highway data collection and the report should be done by the end of summer.

New Business: Nothing to report.

Membership Comments:

Dr. Reed says that we have 50% of our population vaccinated for Covid. In the past we have gotten approximately 25% of the residents. So the 50% of that is a good percentage. And is concerned about the vaccination push back effecting other types of vaccines.

Public Comment:

Matt CISK is the new director of Upshur county schools safety coordinator, he has experienced interest in Joining the LEPC 472-5480 x 1019

All school entrances have had the entrances labeled on both inside and outside, Upshur is working on getting all windows labeled on both the inside and outside.

J. Reed would like to recognize J. Harvey's effort in organizing the covid task force also.

There was a MID action review for the task force in general for the task force.

St. Joes and CCWV would have a weekly planning meeting that could be folded into an after action reports.

Info, Coordinators, and chair person and assistant chair. Etc on website.

DHSEM@upshurcounty.org

Motion By Carrie Wallace second by k. Harrison to pay \$500 for website maintenance. Motion passed unanimously.

Membership committee meeting met. There is a meeting about the band coming here.

Do we have a list of approved members? The 24th in Elkins there is a meeting of the LEPC's in our state and a meeting of what the state will be requiring of the LEPCS They will be requiring a quorum of 50% of your members to hold a meeting. Quarterly meetings are required. We will be able to change bylaws etc to reflect that. The Meeting will be at the Elkins Airport/OEM office.

Next meeting will be In Lewis County MARCH 16th

Elections

Coordinators will be J. Gum and Carrie Wallace

C. Wallace nominates Dirk Burnside for chairman. Second by J. Farry
J. Farry makes a motion that D. Burnside be nominated.

C. Wallace nominates James Gum for Co-Chair
J. Farry makes a motion that election by nomination Second by j. reed.

C. Wallace nominates Sharon Whited for Treasurer.
J. Farry moves that S. Whited be elected by acclimation. 2nd Carrie Wallace

C. Wallace nominates Steve Moneypenny for Secretary

J. Farry Moves that S. Moneypenny be elected by K Harrison seconds

Steve moneypenny is elected by acclimation

Nominations are closed

March 16th In Lewis county will be our next meeting

Meeting is adjourned by acclamations 13:27