

## Upshur County Commission Agenda

Location of Meeting: Upshur County Courthouse Annex  
Date of Meeting: January 25, 2018

- 9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance  
Approval of Minutes:
- January 18, 2018
  - January 24, 2018 – Special Meeting
- 9:05 a.m. Heather Parke, Chief Tax Deputy—Final Disposition List for Tax Year 2016. Approval and signature of the Affidavit of Acceptance by the Upshur County Commission
- 11:15 a.m. Presentation of Certificate of Appreciation to Chad Corley, Store Manager at Lowe's of Buckhannon WV #1805, for the material donation Lowe's made to the Upshur County Youth Camp (*will take place at Lowe's in Buckhannon*)
- 1:00 p.m. Supervisor Meeting
- 2:00 p.m. Policy Board

### Items for Discussion / Action / Approval:

1. Correspondence from Charles M. Baisden, WV State Commander for the Military Order of the Purple Heart, requesting the issuance of a proclamation declaring Upshur County as a Purple Heart County. Mr. Baisden's goal is to have all 55 counties to issue this proclamation. Review, approval and signature of Proclamation. Page 1 and 2
2. Review and signature of Resolution recognizing and endorsing the Application for the Industrial Access Road leading in the Upshur County Industrial Park and to Weyerhaeuser for the Upshur County Development Authority, submitted to the WV Development Office for funding in the amount of \$310,000. Page 3
3. Approval and signature of correspondence to Melissa Garretson Smith, Executive Director of the WV Courthouse Facilities Improvement Authority, requesting an additional time extension for the completion of the Circuit Courtroom ADA Compliance project. Page 4
4. Correspondence from Kathy McMurray, President of the UCDA, requesting the appointment of Dustin Zickefoose, Assessor of Upshur County, to the UCDA Board. Upon approval, his term will begin on February 1, 2018 and expire on June 30, 2021. Page 5
5. Correspondence from Rob Hinton, Upshur County Development Authority Director, requesting reappointment to the Corridor H Authority. His current term expired on June 30, 2017. Upon approval, Mr. Hinton's new term would expire on June 30, 2021. Page 6



6. Review and signature of TASC cancellation request form, effective December 31, 2017. TASC will prepare and electronically file to the IRS the employer forms for the current tax filing year and continue to bill through the end of the IRS filing period. Page 7-8
7. Correspondence from Bethany Burkhart, Tri-County Child Exchange & Visitation Program Site Supervisor, requesting the promotion of Patty Hardman to Site Supervisor, effective January 21, 2018. As Site Supervisor, Ms. Hardman will be paid \$9.50 an hour and work a maximum of 19 hours per week. Page 9
8. Correspondence from Kimbra Wachob, Assistant Director of the Upshur County Emergency Communications Center, announcing the resignation of Meagan Linger, full-time telecommunicator, effective January 10, 2018.  

*Item may lead to Executive Session per WV Code §6-9A-4*
Under separate cover
9. Correspondence from Kimbra L. Wachob, Upshur County Emergency Communications Center Assistant to the Director, requesting the employment of Betty DeLaura Courtney as full-time telecommunicator, effective January 29, 2018. Upon approval, Ms. Courtney's rate of pay will be \$11.00 per hour. Page 10
10. Approve Invoices for Payment, Purchase Card Invoices for Payment, Budget Revisions / Financial Reports or Information, Correction of Erroneous Assessments, Exonerations/Refunds, Grant Updates / Requests for Reimbursements, Final Settlements, Vacation Orders, Consolidation of Land Tracts, Facility Maintenance Concerns or Updates, Road Name Requests, Project Reports / Updates, Request to Attend Meetings, Request for Day(s) Off.

**For Your Information:**

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

1. Atlantic Coast Pipeline Advisory for Hunters and Trail Users Page 11
2. Correspondence from Catherine McCauley, Buckhannon-Upshur Middle School Counselor, regarding the food pantry and ways that community members may contribute to help end hunger and improve hygiene within the school. Page 12-13
3. NACo Prescription Drug Discount Card Program breakdown from 2005 to December 2017 Page 14-16
4. Upshur County Sheriff's Financial Statement for Period Ending December 2017 Page 17-18
5. Upshur County E911 Communication Reports --- December 2017 Under separate cover
  - Monthly Call Summary Report
  - Monthly Department Summary Report
  - Monthly and YTD Wrecker Report
6. Upshur County Mileage Reports – December 2017 Page 19-29
  - Upshur 911
  - Maintenance
  - Emergency Management
  - Sheriff



- Addressing and Mapping
- Community Corrections
- Dog Pound

7. Newsletters and/or Event Notifications:

8. Agendas and/or Notice of Meetings:

- |  |                  |                |
|--|------------------|----------------|
| • Wes-Mon-Ty RC&D Board of Directors           | January 23, 2018 | <u>Page 30</u> |
| • Upshur County Public Library                 | January 30, 2018 | <u>Page 31</u> |
| • City Council of Buckhannon – Special Session | February 6, 2018 | <u>Page 32</u> |

9. Meeting Minutes:

- |                               |                   |                   |
|-------------------------------|-------------------|-------------------|
| • Upshur Citizen Corp Council | November 8, 2017  | <u>Page 33</u>    |
| • Lewis-Upshur LEPC           | November 15, 2017 | <u>Page 34-36</u> |
| • Elkins Road PSD             | December 5, 2017  | <u>Page 37-38</u> |
| • Upshur County Fire Board    | December 19, 2017 | <u>Page 39</u>    |

10. Meetings:

- |            |            |  |
|------------|------------|--|
| • 02/06/18 | 5:30 p.m.  | Elkins Road PSD  |
| • 02/06/18 | 4:00 p.m.  | Hodgesville PSD  |
| • 02/01/18 | 7:00 p.m.  | Banks District VFD                                     |
| • 02/01/18 | 7:00 p.m.  | Selbyville VFD   |
| • 02/12/18 | 12:00 p.m. | Upshur County Family Resource Network                  |
| • 02/12/18 | 4:30 p.m.  | Upshur County Solid Waste Authority                    |
| • 02/12/18 | 5:30 p.m.  | Buckhannon-Upshur Recreational Park Advisory Board     |
| • 03/05/18 | 6:00 p.m.  | Lewis-Upshur Community Corrections Board-Upshur County |
| • 02/13/18 | 7:30 p.m.  | Adrian VFD   |
| • 03/01/18 | 6:00 p.m.  | Buckhannon-Upshur Board of Health                      |
| • 02/21/18 | 7:00 a.m.  | Upshur County Development Authority – Executive Board  |
| • 02/14/18 | 12:00 p.m. | Upshur County Senior Center Board                      |
| • 02/08/18 | 3:00 p.m.  | Upshur County Conventions & Visitors Bureau            |
| • 02/14/18 | 6:00 p.m.  | Upshur County Citizens Corp – CERT                     |
| • 02/14/18 | 7:30 p.m.  | Warren District VFD                                    |
| • 02/08/18 | 1:00 p.m.  | Adrian PSD   |
| • 02/14/18 | 3:00 p.m.  | Tennerton PSD  |
| • 02/08/18 | 4:00 p.m.  | Upshur County Safe Sites & Structures Ordinance Board  |
| • 02/08/18 | 7:30 p.m.  | Buckhannon VFD   |
| • 02/08/18 | 4:00 p.m.  | Buckhannon Upshur Airport Authority                    |
| • 02/22/18 | 6:30 p.m.  | Upshur County Youth Camp Board                         |
| • 02/18/18 | 6:00 p.m.  | Washington District VFD                                |
| • 02/19/18 | 12:00 p.m. | Buckhannon-Upshur Chamber of Commerce                  |
| • TBD      | 4:00 p.m.  | Upshur County Public Library Board                     |
| • 01/30/18 | 4:00 p.m.  | Upshur County Public Library Board – Special Meeting   |
| • TBD      | 10:00 a.m. | Wes-Mon-Ty Resource Conservation & Development Council |
| • 02/20/18 | 6:30 p.m.  | Upshur County Fire Board, Inc.                         |
| • 02/20/18 | 5:00 p.m.  | UC Enhanced Emergency Telephone Advisory Board         |
| • 02/14/18 | 7:00 p.m.  | Ellamore VFD   |



- 02/21/18 12:00 p.m. Lewis Upshur LEPC --- Lewis location
- 02/15/18 3:00 p.m. Upshur County Farmland Protection Board
- 03/28/18 10:00 a.m. James W. Curry Advisory Board
- 01/29/18 6:00 p.m. Upshur County Fire Fighters Association
- 02/14/18 7:00 p.m. Buckhannon River Watershed Association - Board of Directors
- 02/26/18 10:00 a.m. Mountain CAP of WV, Inc. a CDC

11. Appointments Needed or Upcoming:

12. Board of Review & Equalization Meeting Schedule

- 02/01/2018 1:00 p.m. – 3:00 p.m. No appointments ---Review Property Books
- 02/06/2018 9:00 a.m. – 11:00 a.m. Coal, Oil & Gas and Industrial Appointments
- 02/09/2018 1:00 p.m. – 3:00 p.m.
- 02/14/2018 1:00 p.m. – 3:00 p.m.
- 02/16/2018 9:00 a.m. – 11:00 a.m. Adjournment

Tabled Items

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

The County Commission will sit as the Board of Review & Equalization beginning at 1:00 p.m. on the 1st day of February, 2018, and shall continue until the work is complete but will adjourn no later than the close of business on the 16<sup>th</sup> day of February, 2018.

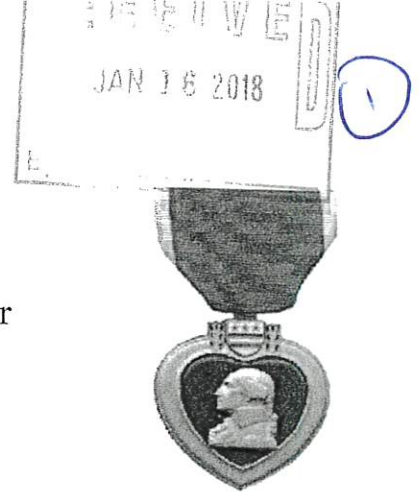
Next Regular Meeting of the Upshur County Commission  
February 1, 2018 --- 9:00 a.m.  
Upshur County Courthouse Annex





## Military Order of the Purple Heart

Charles M. Baisden, WV State Commander  
360 Harts Creek  
Harts, WV 25524  
(304) 855-2009



January 10, 2018

Commissioner JC Pafferty  
Upshur County Courthouse  
38 West Main Street  
Buckhannon, WV 26201

Dear Commissioner,

My name is Charles Baisden and I am the WV State Commander for the Military Order of the Purple Heart (MOPH). We are trying to get all 55 counties in our great state to issue a proclamation declaring them Purple Heart Counties. This petition is to raise awareness of the sons/daughters of the county who gave their lives or were wounded in combat defending the freedoms that all Americans enjoy.

Please help us by showing how much this great county takes great pride and patriotism in honoring those who have served.

I have enclosed an example of the official MOPH proclamation to be used as an example.

If you have any questions, please feel free to contact me at the phone number listed at the top of this letter. You can also email me at [grunt6970@hotmail.com](mailto:grunt6970@hotmail.com).

Sincerely,

Charles M. Baisden

Encl



# County of Upshur

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## PROCLAMATION

WHEREAS, the Purple Heart is the oldest decoration in present use and was initially created as the Badge of Military merit by General George Washington in 1782; and

WHEREAS, the Purple heart was the first American service award or decoration made available to the common soldier and is specifically awarded to any member of the United States Armed Services wounded or killed in combat with a declared enemy of the United States; and

WHEREAS, the mission of the Military Order of Purple Heart, Chartered by an act of Congress, is to foster an environment of goodwill among the combat wounded veteran members and their families, promote patriotism, support legislative initiatives and most importantly make sure we never forget; and

WHEREAS, Upshur County residents have been engaged in every war against a declared enemy fought by the United States, including the war for the nation's independence; and

WHEREAS, Upshur County has a large number of residents who have been awarded the Purple Heart Medal for wounds received in combat; and

WHEREAS, Upshur County recognizes the commitment and increasing sacrifices required of military families; and

WHEREAS, Upshur County pledges its ongoing commitment to and support for the men and women who so honorably serve our nation;

NOW, THEREFORE BE IT PROCLAIMED, that the Upshur County Board of Commissioners hereby declares Upshur County as a Purple Heart County in the State of West Virginia ADOPTED this the \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Troy "Buddy" Brady  
Commissioner

\_\_\_\_\_  
Samuel R. Nolte  
Commission President

\_\_\_\_\_  
Terry B. Cutright  
Commissioner



# UPSHUR COUNTY COMMISSION

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

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

TDD Numbers  
Business: 472-9550  
Emergency: 911

## RESOLUTION

WHEREAS, the Upshur County Commission hereby recognizes and endorses the Application for the Industrial Access Road leading in the Upshur County Industrial Park and to Weyerhaeuser for the Upshur County Development Authority located in Buckhannon, Upshur County, West Virginia, submitted to the West Virginia Development Office for funding.

THEREFORE, BE IT RESOLVED that the Upshur County Commission supports the application from the Upshur County Development Authority to the West Virginia Department of Highways to fund the Industrial Access Road located at the Upshur County Industrial Park and to Weyerhaeuser in Buckhannon, West Virginia in the amount of \$310,000.

On motion duly made by Commissioner \_\_\_\_\_ and  
Seconded by Commissioner \_\_\_\_\_, the County Commission of Upshur  
County, West Virginia, does hereby approve and authorize the adoption of said resolution.

## THE UPSHUR COUNTY COMMISSION

\_\_\_\_\_  
Samuel R. Nolte, President

\_\_\_\_\_  
Troy A. Brady III, Commissioner

\_\_\_\_\_  
Terry B. Cutright, Commissioner

SEAL:

ATTEST:

I, Carol J. Smith, County Clerk of said County, do hereby certify that the foregoing are true copies from the records or Order made and entered into by the Commission of said County on the 25th day of January, 2018.

\_\_\_\_\_  
Carol J. Smith, Clerk of the Commission

*An Equal Opportunity Employer*



# UPSHUR COUNTY COMMISSION

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

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

TDD Numbers  
Business: 472-9550  
Emergency: 911

January 25, 2018

Melissa Garretson Smith  
Executive Director  
WV Courthouse Facilities Improvement Authority  
2003 Quarrier Street  
Charleston, WV 25311

Project Number: 14cyc Upshur14 CY2017 49  
Grant Number: 14cycUpshur2017

Dear Ms. Smith,

Please accept this letter as an official request to extend the deadline for the completion of the above referenced project to April 14, 2018. Due to unforeseen difficulties in obtaining access to the Circuit Courtroom, the available days to complete the millwork surrounding the witness stand wheelchair lift have been few and far between. Since January begins a new term, the Courtroom has been occupied for grand jury, jury selection and multiple trials. The physical work is anticipated to be completed before February 28, 2018, the previously approved extension deadline; however, the final payments and paperwork will not be completed before then. Your consideration of this request will be greatly appreciated.

Best regards,

Samuel R. Nolte  
Upshur County Commission President

*An Equal Opportunity Employer*



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To: Sam Nolte, President  
Upshur County Commission

From: Kathy McMurray, President  
Upshur County Development Authority

Date: January 17, 2018

Re: UCDA Board Appointment

\*\*\*\*\*

The Upshur County Development Authority, with approval from the Upshur County Commission, would like to appoint the following to fill a position to expire June 30, 2021 on the UCDA Board.

Term will begin February 1, 2018 and end June 30, 2021.

- Dustin Zickefoose – Assessor Upshur County



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January 16, 2018

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

RE: Reappointment to the Corridor H Authority

This letter serves as my official request for reappointment to the Corridor H Authority. My term expired on June 30, 2017 and I would appreciate the opportunity to continue to serve on this Board. This reappointment would be for a four year term to expire on June 30, 2021.

Sincerely,

A handwritten signature in black ink, appearing to read 'Rob Hinton', with a stylized, cursive script.

Rob Hinton





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## Cancellation Request Form

This required form makes official your cancellation request. It must be fully completed and signed by the primary account contact, and must be received by TASC 30 days prior to your Plan end.

Company Name: Upshur County Commission  
Client ID: 4612-7136-8779

Service(s) (select all that apply):

- |   |  |   |
|---|--|---|
| <input checked="" type="checkbox"/> TASC ACA Employer Reporting | <input type="checkbox"/> FlexSystem                      | <input type="checkbox"/> PayPath              |
| <input type="checkbox"/> AgriPlan                               | <input type="checkbox"/> TASC FMLA                       | <input type="checkbox"/> TASC PCORI           |
| <input type="checkbox"/> BizPlan                                | <input type="checkbox"/> TASC Form 5500 Preparation      | <input type="checkbox"/> TASC Retiree Billing |
| <input type="checkbox"/> TASC COBRA                             | <input type="checkbox"/> GiveBack                        | <input type="checkbox"/> TASC HRA             |
| <input type="checkbox"/> DoxBox                                 | <input type="checkbox"/> TASC Non-Discrimination Testing | <input type="checkbox"/> TASC HSA             |
| <input type="checkbox"/> TASC ERISA                             |  |   |

Please rate your overall satisfaction with your TASC Plan.

- ☐ Very Satisfied ☒ Satisfied ☐ Neither Satisfied nor Dissatisfied ☐ Dissatisfied ☐ Very Dissatisfied

Please indicate the **primary** reason for cancelling your Plan (select one):

☒ **Moved to a New Administrator Due to:**

- ☐ Price  
☐ Provider/Broker request  
☒ Consolidation of services

☐ **Self-Administering Plan Due to:**

- ☐ Price  
☐ Change in Plan Offerings

☐ **Changed Our Current Service Due to:**

- ☐ Upgraded (Moved to a Full-Service Plan)  
☐ Downgraded (Moved to a POP or Limited-Service Plan)

☐ **Other** \_\_\_\_\_

☐ **No Longer Offering Benefit Due to:**

- ☐ Lack of Participation  
☐ Lack of Benefit  
☐ No Longer Qualify for the Plan  
☐ No Longer in Business or Acquired

☐ **Dissatisfied with Services Due to:**

- ☐ Customer Service  
☐ Price  
☐ Technology  
☐ Provider/Broker  
☐ Other \_\_\_\_\_

Please end our Plan on the **last day of:** 12, 2017 (month, year)

**Important:** If you are cancelling a TASC ACA Employer Reporting, FlexSystem, TASC HRA, AgriPlan, BizPlan, or PayPath service offering, additional information detailed below is required to end administration. For all other service offerings, the final step (no additional information is needed) is a signature and date on the bottom of page 2.

### • ACA Employer Reporting

Note: TASC will be unable to complete the IRS ACA filings for any Employer that cancels before December 31. Also should an employer cancel prior to the IRS filing deadline for previous calendar year) and TASC has all 12 calendar months of data, TASC will forward the applicable forms to the employer for filing with the IRS and distribution to employees.

Do you want TASC to prepare and electronically file to the IRS your employer forms and prepare and electronically distribute to your employees their forms for the current tax filing year?





- ☐ No - If no, we require no additional information.  
☒ Yes - If yes, administrative fees will continue to be billed through the end of the IRS filing period.

• **FlexSystem Accounts** N/A

Do you want FlexSystem to process claims for Runout or Grace Period past the Plan end date?

- ☐ No - If no, we require no additional information.  
☐ Yes - If yes, please answer the following questions:

We request \_\_\_\_\_ days of Grace Period, ending on \_\_\_\_\_ (maximum 75 days).

We request \_\_\_\_\_ days of Runout, ending on \_\_\_\_\_ (maximum 90 days).

**Definition of Grace Period** – Time during which Participants may submit Request for Reimbursement of eligible expenses incurred after the Plan end date. Maximum Grace Period is 75 days.

**Definition of Runout** – Time during which Participants may submit Request for Reimbursement of eligible expenses incurred during the Plan Year or Grace Period. Maximum Runout is 90 days following the Grace Period.

**Other important information:**

- TASC Card benefits will be deactivated on the cancellation date. Cards cannot be used during the Grace and/or Runout Periods. **Inform your FlexSystem Participants of this change.**
- Administrative fees will continue to be billed through the end of the Grace and/or Runout Period.

• **TASC HRA Accounts** N/A

TASC HRA Accounts cancellations can be processed for subsequent month only. TASC must receive cancellation by the 15th of the month prior to cancellation effective date. Cancellations cannot be effective retroactively.

**Select your Runout Period.** Participants are able to submit claims during this time frame. Runout can be up to 90 days. You will be charged regular administrative fees during this time. If your funding account is in the negative (i.e. more claims paid than funding received) at the time of cancellation, we will continue to collect funding during the Runout Period. Please notify Participants of time period they have available to submit claims to the HRA Plan.

We request \_\_\_\_\_ days of Runout, ending on \_\_\_\_\_.

(Maximum 90 days. If no Runout Period is selected, it will default to 90 days.)

• **AgriPlan or BizPlan Accounts**

Are you currently enrolled in TASC's Wage Payment & Tax Reporting Service?

- ☐ Yes ☒ No

• **PayPath Accounts** N/A

It is important that TASC understand your intention regarding year-end payroll reporting if you are cancelling your payroll service with TASC mid-year. Which of the following applies to your situation?

- ☐ Process my year-end payroll reports forms and W-2 form. I will no longer be paying my employees.  
☐ Do NOT process my year-end payroll reports form or W-2 forms. I have moved to a new payroll administrator or I will be self-administering my payroll.

**Signature of Primary Client Contact**

Date \_\_\_\_\_

Submit this form via a MyService Request (from MyTASC, click Contact) or via fax to 608-245-3623.

*We appreciate the opportunity to serve as your benefits administrator in the past. We hope you will consider us in the future, whether for administrative services or any of our other programs that are fine-tuned to fit your business needs.*

*The information in this communication is confidential and may be used by the authorized recipient only for its intended purpose only. Any other use or disclosure is prohibited.*



Tri-County Child Exchange & Visitation Program

P.O. Box 724 Weston, WV 26452

Phone (304) 269-8247

[tricountychildwv@hotmail.com](mailto:tricountychildwv@hotmail.com)

Contact: Bethany Burkhart, Supervisor

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To Whom It May Concern,

This letter is to notify your office that the Tri-County Child Exchange & Visitation Program Board voted and approved to promote Patty Hardman to Site Supervisor effective January 21, 2018. Mrs. Hardman is currently a monitor for the Program and is being promoted to Site Supervisor being paid \$9.50/hour and working a maximum of 19 hours per week.

Please feel free to contact my office with any questions.

Bethany Burkhart,  
Site Supervisor



**Upshur County  
Communications Center**

181 Pallottine Drive  
Buckhannon, WV 26201

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Dear Honorable Commissioners:

Upon successfully completing pre-screening testing and completion of interviews for the position of Emergency Telecommunicator, the Upshur County Emergency Communications Center (E911). The Director (Doyle Cutright) and I would like to recommend the following candidate for employment consideration:

Betty DeLaura Courtney

**Start Date:** 01/29/18

**Pay Rate:** \$11.00/hr

Respectfully,



Kimbra Wachob

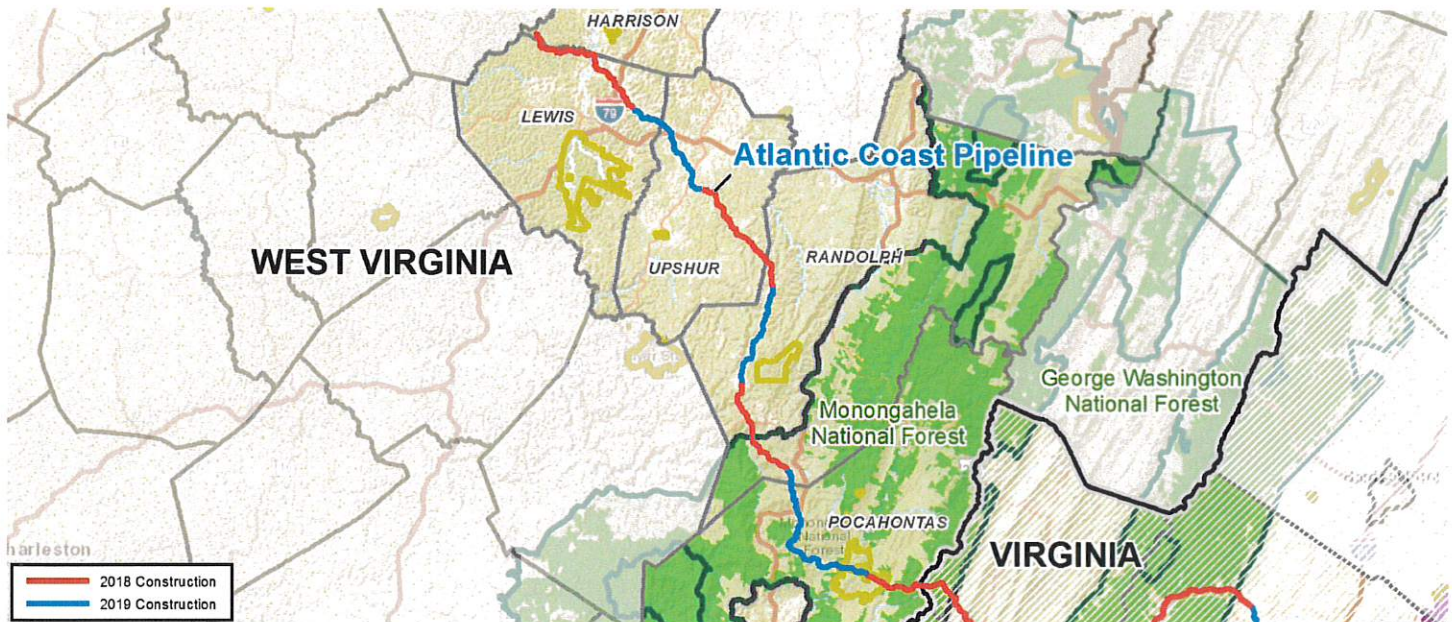
Assistant Director

Upshur County Emergency Communications Center



# ATTENTION HUNTERS AND TRAIL USERS

Atlantic  
Coast  
Pipeline®



## ADVISORY: Tree felling underway for the Atlantic Coast Pipeline

Preparations are underway for the construction of the Atlantic Coast Pipeline. Crews will be in the area to begin tree felling within the approved right of way this winter and will continue working into late March.

**Please avoid hunting and recreational use in tree felling areas along the right of way, and avoid work crews and equipment.** Remember that the pipeline right of way is private property. For a closer look at tree felling locations, use the interactive map at [AtlanticCoastPipeline.com](http://AtlanticCoastPipeline.com).

Please also be cautious and watch for areas of increased large truck traffic on roadways.

**ACP's goal is that every home is safe, and everyone makes it safely home.**



### Contact Information

LANDOWNER  
INFORMATION LINE  
**888-895-8716**

GENERAL  
INFORMATION LINE  
**844-215-1819**

EMAIL  
[ACPipeline@  
DominionEnergy.com](mailto:ACPipeline@DominionEnergy.com)

WEBSITE  
[AtlanticCoastPipeline.com](http://AtlanticCoastPipeline.com)

FACEBOOK  
Atlantic Coast Pipeline



## Buckhannon-Upshur Middle School

Route 6, Box 303

Buckhannon, West Virginia 26201

[www.edline.net/pages/buckhannon\\_upshur\\_MS](http://www.edline.net/pages/buckhannon_upshur_MS)

Phone: (304) 472-1520 Fax: (304) 472-6864

*"Teaching for Learning for All"*



Renee E. Warner  
Principal

Mitch Wood  
Vice-Principal

Teresa L. Blend  
Vice-Principal

### CHILDHOOD HUNGER and HYGIENE IS AFFECTING OUR STUDENTS

Did you know that 1 and 5 children in the United States are hungry? This staggering statistic is happening in our community and within our school. Buckhannon-Upshur Middle School is determined to change the hunger statistic by continuing our Food Pantry. We have 852 students and almost half (41.6%) come from low-income families. We have identified students that benefit food from our pantry every week. Trying to support their food needs have been difficult. In an effort to support their food needs, we have found that the same students struggle with basic personal hygiene items. Our students need your help in making our pantry a success.

There are many ways you can give and here are just a few ideas:

1. Donate personal hygiene items. Our goal is to provide basic hygiene items: toothbrushes, toothpaste, shampoo, conditioner, lotion, soap and deodorant.
2. Donate food. We accept all types of non-perishable food that is individually wrapped and not in glass containers. We have enclosed a list of our suggested items.
3. Monetary Donations. Too busy to gather food or hygiene products? We can help! We have volunteers that will coupon and purchase food in bulk for us.
4. Food Drive. Maybe your organization or business could collect food on behalf of the Buckhannon-Upshur Middle School food pantry.
5. Sponsor our Pantry for a Month. 85 students visiting our pantry 4 times a month costs at least or more than \$500 to support their needs.

Statistics have proven that hungry students struggle to focus and learn. Childhood hunger affects childhood learning. Poor hygiene affects their self-esteem and this can interfere with both academics and social interactions with others. Please help us help our students by ending hunger and improving hygiene within our school. Any donation, big or small, will make a huge difference.

We thank you in advance for supporting such a great cause and look forward to receiving your help. Please know that all donors will receive a donation form that may be submitted with their taxes.

If you have any questions please contact Ms. McCauley (304-472-1520 Extension 3016), Vanessa Perkins (304-439-0996) and Kenna Leonard (304-613-1746), Food Pantry Volunteer Coordinators.

Best Regards

Catherine McCauley  
School Counselor





## Core Items

*\*No glass containers.*

|                        |                   |
|------------------------|-------------------|
| Oatmeal                | Cereal            |
| Pop tarts              | Apple sauce       |
| Crackers               | Gummy snacks      |
| Cheese crackers        | Granola bars      |
| Peanut butter crackers | Protein Bars      |
| Pudding                | Jelly             |
| Microwave popcorn      | Jell-O            |
| Mac -n-cheese          | Pasta sauce       |
| Ravioli                | Pasta             |
| Ramen noodles          | Peanut butter     |
| Jerky                  | Beans             |
| Canned meat            | Canned vegetables |
| Canned fruit           | Slim Jims         |
| Go Go Squeeze          | Chips             |
| Raisins                | Tuna              |
| Tuna Helper            | Canned Meat       |

Hygiene items: (travel sizes) shampoo, soap, deodorant, toothbrushes, toothpaste & feminine hygiene products.



(14)

Logout



Go Back

## NACo Prescription Drug Discount Card Program

### UPSHUR COUNTY, WV

|             |    | % OF<br>PLAN<br>TOTAL | % OF<br>PLAN<br>TOTAL | % OF<br>RETAIL<br>PRICE | % OF<br>RETAIL<br>PRICE | AVERAGE<br>MEMBER<br>COST | AVERAGE<br>MEMBERS<br>COST | RETAIL<br>SUBMITTED<br>PRICE | AVERAGE<br>RETAIL<br>SUBMITTED<br>PRICE | AVERAGE<br>PRICE<br>SAVINGS | AVERAGE<br>PRICE<br>SAVINGS | % OF<br>PRICE<br>SAVINGS | % OF<br>TOTAL<br>UTILIZERS |
|-------------|----|-----------------------|-----------------------|-------------------------|-------------------------|---------------------------|----------------------------|------------------------------|---|-----------------------------|-----------------------------|--------------------------|----------------------------|
| <b>2017</b> |    |                       |                       |                         |                         |                           |                            |                              |   |                             |                             |                          |                            |
| DECEMBER    | 4  | 0                     | 0.00%                 | 4                       | 100.00%                 | \$ 158.43                 | \$ 39.61                   | \$ 158.43                    | \$ 39.61                                | \$ 0.00                     | \$ 0.00                     | 0.00%                    | 2                          |
| NOVEMBER    | 10 | 1                     | 10.00%                | 9                       | 90.00%                  | \$ 158.99                 | \$ 15.90                   | \$ 227.55                    | \$ 22.76                                | \$ 68.56                    | \$ 6.86                     | 30.13%                   | 4                          |
| OCTOBER     | 13 | 4                     | 30.77%                | 9                       | 69.23%                  | \$ 594.30                 | \$ 45.72                   | \$ 760.69                    | \$ 58.51                                | \$ 166.39                   | \$ 12.80                    | 21.87%                   | 4                          |
| SEPTEMBER   | 12 | 3                     | 25.00%                | 9                       | 75.00%                  | \$ 138.80                 | \$ 11.57                   | \$ 160.32                    | \$ 13.36                                | \$ 21.52                    | \$ 1.79                     | 13.42%                   | 4                          |
| AUGUST      | 13 | 0                     | 0.00%                 | 13                      | 100.00%                 | \$ 161.34                 | \$ 12.41                   | \$ 161.34                    | \$ 12.41                                | \$ 0.00                     | \$ 0.00                     | 0.00%                    | 4                          |
| JULY        | 9  | 2                     | 22.22%                | 7                       | 77.78%                  | \$ 270.34                 | \$ 30.04                   | \$ 371.48                    | \$ 41.28                                | \$ 101.14                   | \$ 11.24                    | 27.23%                   | 3                          |
| JUNE        | 5  | 2                     | 40.00%                | 3                       | 60.00%                  | \$ 164.17                 | \$ 32.83                   | \$ 203.66                    | \$ 40.73                                | \$ 39.49                    | \$ 7.90                     | 19.39%                   | 3                          |
| MAY         | 6  | 1                     | 16.67%                | 5                       | 83.33%                  | \$ 178.59                 | \$ 29.77                   | \$ 187.47                    | \$ 31.25                                | \$ 8.88                     | \$ 1.48                     | 4.74%                    | 2                          |
| APRIL       | 7  | 5                     | 71.43%                | 2                       | 28.57%                  | \$ 760.61                 | \$ 108.66                  | \$ 997.39                    | \$ 142.48                               | \$ 236.78                   | \$ 33.83                    | 23.74%                   | 3                          |
| MARCH       | 13 | 5                     | 38.46%                | 8                       | 61.54%                  | \$ 431.16                 | \$ 33.17                   | \$ 572.11                    | \$ 44.01                                | \$ 140.95                   | \$ 10.84                    | 24.64%                   | 3                          |
| FEBRUARY    | 8  | 4                     | 50.00%                | 4                       | 50.00%                  | \$ 745.79                 | \$ 93.22                   | \$ 958.10                    | \$ 119.76                               | \$ 212.31                   | \$ 26.54                    | 22.16%                   | 4                          |
| JANUARY     | 5  | 3                     | 60.00%                | 2                       | 40.00%                  | \$ 258.18                 | \$ 51.64                   | \$ 431.04                    | \$ 86.21                                | \$ 172.86                   | \$ 34.57                    | 40.10%                   | 3                          |
| <b>2016</b> |    |                       |                       |                         |                         |                           |                            |                              |   |                             |                             |                          |                            |
| DECEMBER    | 7  | 5                     | 71.43%                | 2                       | 28.57%                  | \$ 261.71                 | \$ 37.39                   | \$ 497.25                    | \$ 71.04                                | \$ 235.54                   | \$ 33.65                    | 47.37%                   | 2                          |
| NOVEMBER    | 9  | 1                     | 11.11%                | 8                       | 88.89%                  | \$ 331.43                 | \$ 36.83                   | \$ 424.14                    | \$ 47.13                                | \$ 92.71                    | \$ 10.30                    | 21.86%                   | 5                          |
| OCTOBER     | 13 | 5                     | 38.46%                | 8                       | 61.54%                  | \$ 470.89                 | \$ 36.22                   | \$ 703.59                    | \$ 54.12                                | \$ 232.70                   | \$ 17.90                    | 33.07%                   | 5                          |
| SEPTEMBER   | 11 | 2                     | 18.18%                | 9                       | 81.82%                  | \$ 190.36                 | \$ 17.31                   | \$ 207.64                    | \$ 18.88                                | \$ 17.28                    | \$ 1.57                     | 8.32%                    | 3                          |
| AUGUST      | 9  | 1                     | 11.11%                | 8                       | 88.89%                  | \$ 279.44                 | \$ 31.05                   | \$ 300.03                    | \$ 33.34                                | \$ 20.59                    | \$ 2.29                     | 6.86%                    | 4                          |
| JULY        | 10 | 5                     | 50.00%                | 5                       | 50.00%                  | \$ 552.27                 | \$ 55.23                   | \$ 769.48                    | \$ 76.95                                | \$ 217.21                   | \$ 21.72                    | 28.23%                   | 4                          |
| JUNE        | 6  | 2                     | 33.33%                | 4                       | 66.67%                  | \$ 311.25                 | \$ 51.88                   | \$ 343.62                    | \$ 57.27                                | \$ 32.37                    | \$ 5.40                     | 9.42%                    | 4                          |
| MAY         | 9  | 3                     | 33.33%                | 6                       | 66.67%                  | \$ 325.40                 | \$ 36.16                   | \$ 467.01                    | \$ 51.89                                | \$ 141.61                   | \$ 15.73                    | 30.32%                   | 5                          |
| APRIL       | 4  | 1                     | 25.00%                | 3                       | 75.00%                  | \$ 141.36                 | \$ 35.34                   | \$ 241.98                    | \$ 60.50                                | \$ 100.62                   | \$ 25.16                    | 41.58%                   | 4                          |
| MARCH       | 15 | 3                     | 20.00%                | 12                      | 80.00%                  | \$ 472.59                 | \$ 31.51                   | \$ 543.29                    | \$ 36.22                                | \$ 70.70                    | \$ 4.71                     | 13.01%                   | 5                          |
| FEBRUARY    | 13 | 7                     | 53.85%                | 6                       | 46.15%                  | \$ 727.41                 | \$ 55.95                   | \$ 1,069.62                  | \$ 82.28                                | \$ 342.21                   | \$ 26.32                    | 31.99%                   | 8                          |
| JANUARY     | 8  | 4                     | 50.00%                | 4                       | 50.00%                  | \$ 278.25                 | \$ 34.78                   | \$ 424.76                    | \$ 53.10                                | \$ 146.51                   | \$ 18.31                    | 34.49%                   | 5                          |
| <b>2015</b> |    |                       |                       |                         |                         |                           |                            |                              |   |                             |                             |                          |                            |
| DECEMBER    | 15 | 6                     | 40.00%                | 9                       | 60.00%                  | \$ 327.49                 | \$ 21.83                   | \$ 408.69                    | \$ 27.25                                | \$ 81.20                    | \$ 5.41                     | 19.87%                   | 7                          |
| NOVEMBER    | 10 | 5                     | 50.00%                | 5                       | 50.00%                  | \$ 497.71                 | \$ 49.77                   | \$ 664.52                    | \$ 66.45                                | \$ 166.81                   | \$ 16.68                    | 25.10%                   | 6                          |
| OCTOBER     | 7  | 2                     | 28.57%                | 5                       | 71.43%                  | \$ 211.60                 | \$ 30.23                   | \$ 238.74                    | \$ 34.11                                | \$ 27.14                    | \$ 3.88                     | 11.37%                   | 6                          |
| SEPTEMBER   | 22 | 8                     | 36.36%                | 14                      | 63.64%                  | \$ 388.44                 | \$ 17.66                   | \$ 477.70                    | \$ 21.71                                | \$ 89.26                    | \$ 4.06                     | 18.69%                   | 8                          |
| AUGUST      | 11 | 3                     | 27.27%                | 8                       | 72.73%                  | \$ 199.32                 | \$ 18.12                   | \$ 237.53                    | \$ 21.59                                | \$ 38.21                    | \$ 3.47                     | 16.09%                   | 6                          |
| JULY        | 13 | 4                     | 30.77%                | 9                       | 69.23%                  | \$ 237.36                 | \$ 18.26                   | \$ 290.36                    | \$ 22.34                                | \$ 53.00                    | \$ 4.08                     | 18.25%                   | 6                          |
| JUNE        | 16 | 7                     | 43.75%                | 9                       | 56.25%                  | \$ 305.12                 | \$ 19.07                   | \$ 378.72                    | \$ 23.67                                | \$ 73.60                    | \$ 4.60                     | 19.43%                   | 8                          |
| MAY         | 14 | 7                     | 50.00%                | 7                       | 50.00%                  | \$ 273.32                 | \$ 19.52                   | \$ 380.42                    | \$ 27.17                                | \$ 107.10                   | \$ 7.65                     | 28.15%                   | 7                          |
| APRIL       | 11 | 3                     | 27.27%                | 8                       | 72.73%                  | \$ 281.40                 | \$ 25.58                   | \$ 320.58                    | \$ 29.14                                | \$ 39.18                    | \$ 3.56                     | 12.22%                   | 9                          |
| MARCH       | 12 | 4                     | 33.33%                | 8                       | 66.67%                  | \$ 348.40                 | \$ 29.03                   | \$ 422.54                    | \$ 35.21                                | \$ 74.14                    | \$ 6.18                     | 17.55%                   | 5                          |
| FEBRUARY    | 20 | 9                     | 45.00%                | 11                      | 55.00%                  | \$ 679.83                 | \$ 33.99                   | \$ 933.94                    | \$ 46.70                                | \$ 254.11                   | \$ 12.71                    | 27.21%                   | 11                         |
| JANUARY     | 15 | 7                     | 46.67%                | 8                       | 53.33%                  | \$ 581.28                 | \$ 38.75                   | \$ 705.57                    | \$ 47.04                                | \$ 124.29                   | \$ 8.29                     | 17.62%                   | 9                          |
| <b>2014</b> |    |                       |                       |                         |                         |                           |                            |                              |   |                             |                             |                          |                            |
| DECEMBER    | 14 | 4                     | 28.57%                | 10                      | 71.43%                  | \$ 677.62                 | \$ 48.40                   | \$ 875.26                    | \$ 62.52                                | \$ 197.64                   | \$ 14.12                    | 22.58%                   | 9                          |
| NOVEMBER    | 11 | 4                     | 36.36%                | 7                       | 63.64%                  | \$ 206.74                 | \$ 18.79                   | \$ 280.71                    | \$ 25.52                                | \$ 73.97                    | \$ 6.72                     | 26.35%                   | 6                          |
| OCTOBER     | 18 | 7                     | 38.89%                | 11                      | 61.11%                  | \$ 608.76                 | \$ 33.82                   | \$ 818.46                    | \$ 45.47                                | \$ 209.70                   | \$ 11.65                    | 25.62%                   | 11                         |
| SEPTEMBER   | 8  | 1                     | 12.50%                | 7                       | 87.50%                  | \$ 197.86                 | \$ 24.73                   | \$ 229.75                    | \$ 28.72                                | \$ 31.89                    | \$ 3.99                     | 13.88%                   | 6                          |
| AUGUST      | 26 | 10                    | 38.46%                | 16                      | 61.54%                  | \$ 1,237.74               | \$ 47.61                   | \$ 1,583.33                  | \$ 60.90                                | \$ 345.59                   | \$ 13.29                    | 21.83%                   | 7                          |
| JULY        | 12 | 4                     | 33.33%                | 8                       | 66.67%                  | \$ 234.57                 | \$ 19.55                   | \$ 291.44                    | \$ 24.29                                | \$ 56.87                    | \$ 4.74                     | 19.51%                   | 8                          |
| JUNE        | 19 | 5                     | 26.32%                | 14                      | 73.68%                  | \$ 623.39                 | \$ 32.81                   | \$ 803.84                    | \$ 42.31                                | \$ 180.45                   | \$ 9.50                     | 22.45%                   | 12                         |
| MAY         | 15 | 7                     | 46.67%                | 8                       | 53.33%                  | \$ 593.98                 | \$ 39.60                   | \$ 805.52                    | \$ 53.70                                | \$ 211.54                   | \$ 14.10                    | 26.26%                   | 8                          |
| APRIL       | 28 | 8                     | 28.57%                | 20                      | 71.43%                  | \$ 624.28                 | \$ 22.30                   | \$ 741.97                    | \$ 26.50                                | \$ 117.69                   | \$ 4.20                     | 15.86%                   | 15                         |
| MARCH       | 30 | 7                     | 23.33%                | 23                      | 76.67%                  | \$ 1,049.21               | \$ 34.97                   | \$ 1,252.95                  | \$ 41.77                                | \$ 203.74                   | \$ 6.79                     | 16.26%                   | 16                         |
| FEBRUARY    | 38 | 15                    | 39.47%                | 23                      | 60.53%                  | \$ 1,108.62               | \$ 29.17                   | \$ 1,418.09                  | \$ 37.32                                | \$ 309.47                   | \$ 8.14                     | 21.82%                   | 15                         |
| JANUARY     | 31 | 9                     | 29.03%                | 22                      | 70.97%                  | \$ 648.08                 | \$ 20.91                   | \$ 885.45                    | \$ 28.56                                | \$ 237.37                   | \$ 7.66                     | 26.81%                   | 17                         |
| <b>2013</b> |    |                       |                       |                         |                         |                           |                            |                              |   |                             |                             |                          |                            |
| DECEMBER    | 28 | 8                     | 28.57%                | 20                      | 71.43%                  | \$ 462.45                 | \$ 16.52                   | \$ 588.27                    | \$ 21.01                                | \$ 125.82                   | \$ 4.49                     | 21.39%                   | 15                         |
| NOVEMBER    | 39 | 14                    | 35.90%                | 25                      | 64.10%                  | \$ 1,278.84               | \$ 32.79                   | \$ 1,606.26                  | \$ 41.19                                | \$ 327.42                   | \$ 8.40                     | 20.38%                   | 18                         |
| OCTOBER     | 34 | 9                     | 26.47%                | 25                      | 73.53%                  | \$ 955.95                 | \$ 28.12                   | \$ 1,191.16                  | \$ 35.03                                | \$ 235.21                   | \$ 6.92                     | 19.75%                   | 18                         |
| SEPTEMBER   | 39 | 15                    | 38.46%                | 24                      | 61.54%                  | \$ 885.16                 | \$ 22.70                   | \$ 1,279.52                  | \$ 32.81                                | \$ 394.36                   | \$ 10.11                    | 30.82%                   | 22                         |
| AUGUST      | 49 | 21                    | 42.86%                | 28                      | 57.14%                  | \$ 829.28                 | \$ 16.92                   | \$ 1,146.66                  | \$ 23.40                                | \$ 317.38                   | \$ 6.48                     | 27.68%                   | 19                         |
| JULY        | 44 | 10                    | 22.73%                | 34                      | 77.27%                  | \$ 933.91                 | \$ 21.23                   | \$ 1,320.53                  | \$ 30.01                                | \$ 386.62                   | \$ 8.79                     | 29.28%                   | 22                         |



15

|          |    |           |           |             |          |             |          |           |          |        |    |
|----------|----|-----------|-----------|-------------|----------|-------------|----------|-----------|----------|--------|----|
| JUNE     | 40 | 15 37.50% | 25 62.50% | \$ 716.66   | \$ 17.92 | \$ 990.41   | \$ 24.76 | \$ 273.75 | \$ 6.84  | 27.64% | 18 |
| MAY      | 36 | 16 44.44% | 20 55.56% | \$ 689.72   | \$ 19.16 | \$ 1,193.27 | \$ 33.15 | \$ 503.55 | \$ 13.99 | 42.20% | 14 |
| APRIL    | 47 | 18 38.30% | 29 61.70% | \$ 1,288.58 | \$ 27.42 | \$ 1,587.81 | \$ 33.78 | \$ 299.23 | \$ 6.37  | 18.85% | 18 |
| MARCH    | 30 | 13 43.33% | 17 56.67% | \$ 646.54   | \$ 21.55 | \$ 904.00   | \$ 30.13 | \$ 257.46 | \$ 8.58  | 28.48% | 13 |
| FEBRUARY | 42 | 15 35.71% | 27 64.29% | \$ 593.45   | \$ 14.13 | \$ 831.54   | \$ 19.80 | \$ 238.09 | \$ 5.67  | 28.63% | 17 |
| JANUARY  | 52 | 20 38.46% | 32 61.54% | \$ 1,098.44 | \$ 21.12 | \$ 1,439.54 | \$ 27.68 | \$ 341.10 | \$ 6.56  | 23.70% | 18 |

**2012**

|           |    |           |           |             |          |             |          |           |          |        |    |
|-----------|----|-----------|-----------|-------------|----------|-------------|----------|-----------|----------|--------|----|
| DECEMBER  | 36 | 14 38.89% | 22 61.11% | \$ 779.06   | \$ 21.64 | \$ 1,169.64 | \$ 32.49 | \$ 390.58 | \$ 10.85 | 33.39% | 17 |
| NOVEMBER  | 50 | 20 40.00% | 30 60.00% | \$ 1,225.75 | \$ 24.52 | \$ 1,818.48 | \$ 36.37 | \$ 592.73 | \$ 11.85 | 32.59% | 22 |
| OCTOBER   | 41 | 15 36.59% | 26 63.41% | \$ 573.92   | \$ 14.00 | \$ 900.08   | \$ 21.95 | \$ 326.16 | \$ 7.96  | 36.24% | 21 |
| SEPTEMBER | 41 | 16 39.02% | 25 60.98% | \$ 1,021.95 | \$ 24.93 | \$ 1,392.68 | \$ 33.97 | \$ 370.73 | \$ 9.04  | 26.62% | 21 |
| AUGUST    | 68 | 23 33.82% | 45 66.18% | \$ 1,506.23 | \$ 22.15 | \$ 2,029.65 | \$ 29.85 | \$ 523.42 | \$ 7.70  | 25.79% | 28 |
| JULY      | 67 | 25 37.31% | 42 62.69% | \$ 1,836.25 | \$ 27.41 | \$ 2,361.08 | \$ 35.24 | \$ 524.83 | \$ 7.83  | 22.23% | 27 |
| JUNE      | 56 | 19 33.93% | 37 66.07% | \$ 1,016.21 | \$ 18.15 | \$ 1,399.85 | \$ 25.00 | \$ 383.64 | \$ 6.85  | 27.41% | 21 |
| MAY       | 45 | 14 31.11% | 31 68.89% | \$ 1,076.82 | \$ 23.93 | \$ 1,371.94 | \$ 30.49 | \$ 295.12 | \$ 6.56  | 21.51% | 23 |
| APRIL     | 57 | 25 43.86% | 32 56.14% | \$ 1,462.51 | \$ 25.66 | \$ 1,960.69 | \$ 34.40 | \$ 498.18 | \$ 8.74  | 25.41% | 25 |
| MARCH     | 65 | 29 44.62% | 36 55.38% | \$ 1,595.85 | \$ 24.55 | \$ 1,990.30 | \$ 30.62 | \$ 394.45 | \$ 6.07  | 19.82% | 26 |
| FEBRUARY  | 60 | 28 46.67% | 32 53.33% | \$ 1,311.29 | \$ 21.85 | \$ 1,868.56 | \$ 31.14 | \$ 557.27 | \$ 9.29  | 29.82% | 25 |
| JANUARY   | 56 | 24 42.86% | 32 57.14% | \$ 1,334.89 | \$ 23.84 | \$ 1,768.86 | \$ 31.59 | \$ 433.97 | \$ 7.75  | 24.53% | 23 |

**2011**

|           |     |           |           |             |          |             |          |             |          |        |    |
|-----------|-----|-----------|-----------|-------------|----------|-------------|----------|-------------|----------|--------|----|
| DECEMBER  | 61  | 27 44.26% | 34 55.74% | \$ 1,946.63 | \$ 31.91 | \$ 2,494.08 | \$ 40.89 | \$ 547.45   | \$ 8.97  | 21.95% | 25 |
| NOVEMBER  | 83  | 43 51.81% | 40 48.19% | \$ 3,043.45 | \$ 36.67 | \$ 3,970.99 | \$ 47.84 | \$ 927.54   | \$ 11.18 | 23.36% | 27 |
| OCTOBER   | 75  | 35 46.67% | 40 53.33% | \$ 2,398.05 | \$ 31.97 | \$ 2,937.60 | \$ 39.17 | \$ 539.55   | \$ 7.19  | 18.37% | 26 |
| SEPTEMBER | 77  | 44 57.14% | 33 42.86% | \$ 2,300.79 | \$ 29.88 | \$ 2,930.76 | \$ 38.06 | \$ 629.97   | \$ 8.18  | 21.50% | 32 |
| AUGUST    | 107 | 57 53.27% | 50 46.73% | \$ 3,746.52 | \$ 35.01 | \$ 4,547.96 | \$ 42.50 | \$ 801.44   | \$ 7.49  | 17.62% | 34 |
| JULY      | 79  | 49 62.03% | 30 37.97% | \$ 2,930.74 | \$ 37.10 | \$ 3,585.09 | \$ 45.38 | \$ 654.35   | \$ 8.28  | 18.25% | 29 |
| JUNE      | 91  | 45 49.45% | 46 50.55% | \$ 3,053.25 | \$ 33.55 | \$ 3,704.01 | \$ 40.70 | \$ 650.76   | \$ 7.15  | 17.57% | 36 |
| MAY       | 69  | 28 40.58% | 41 59.42% | \$ 2,041.15 | \$ 29.58 | \$ 2,519.37 | \$ 36.51 | \$ 478.22   | \$ 6.93  | 18.98% | 33 |
| APRIL     | 62  | 29 46.77% | 33 53.23% | \$ 1,914.46 | \$ 30.88 | \$ 2,277.92 | \$ 36.74 | \$ 363.46   | \$ 5.86  | 15.96% | 29 |
| MARCH     | 61  | 23 37.70% | 38 62.30% | \$ 1,562.53 | \$ 25.62 | \$ 1,913.55 | \$ 31.37 | \$ 351.02   | \$ 5.75  | 18.34% | 28 |
| FEBRUARY  | 89  | 51 57.30% | 38 42.70% | \$ 4,354.59 | \$ 48.93 | \$ 5,441.53 | \$ 61.14 | \$ 1,086.94 | \$ 12.21 | 19.97% | 32 |
| JANUARY   | 48  | 18 37.50% | 30 62.50% | \$ 1,654.37 | \$ 34.47 | \$ 2,023.86 | \$ 42.16 | \$ 369.49   | \$ 7.70  | 18.26% | 25 |

**2010**

|           |    |           |           |             |          |             |          |           |         |        |    |
|-----------|----|-----------|-----------|-------------|----------|-------------|----------|-----------|---------|--------|----|
| DECEMBER  | 79 | 32 40.51% | 47 59.49% | \$ 1,886.70 | \$ 23.88 | \$ 2,330.55 | \$ 29.50 | \$ 443.85 | \$ 5.62 | 19.04% | 33 |
| NOVEMBER  | 74 | 40 54.05% | 34 45.95% | \$ 1,691.35 | \$ 22.86 | \$ 2,137.39 | \$ 28.88 | \$ 446.04 | \$ 6.03 | 20.87% | 36 |
| OCTOBER   | 85 | 44 51.76% | 41 48.24% | \$ 2,188.95 | \$ 25.75 | \$ 2,725.12 | \$ 32.06 | \$ 536.17 | \$ 6.31 | 19.68% | 34 |
| SEPTEMBER | 74 | 36 48.65% | 38 51.35% | \$ 1,401.96 | \$ 18.95 | \$ 1,871.75 | \$ 25.29 | \$ 469.79 | \$ 6.35 | 25.10% | 33 |
| AUGUST    | 64 | 26 40.63% | 38 59.38% | \$ 1,305.77 | \$ 20.40 | \$ 1,629.30 | \$ 25.46 | \$ 323.53 | \$ 5.06 | 19.86% | 29 |
| JULY      | 66 | 34 51.52% | 32 48.48% | \$ 1,630.16 | \$ 24.70 | \$ 2,094.70 | \$ 31.74 | \$ 464.54 | \$ 7.04 | 22.18% | 29 |
| JUNE      | 56 | 28 50.00% | 28 50.00% | \$ 1,466.34 | \$ 26.18 | \$ 1,764.93 | \$ 31.52 | \$ 298.59 | \$ 5.33 | 16.92% | 26 |
| MAY       | 58 | 28 48.28% | 30 51.72% | \$ 1,117.34 | \$ 19.26 | \$ 1,482.61 | \$ 25.56 | \$ 365.27 | \$ 6.30 | 24.64% | 28 |
| APRIL     | 70 | 32 45.71% | 38 54.29% | \$ 1,888.91 | \$ 26.98 | \$ 2,247.55 | \$ 32.11 | \$ 358.64 | \$ 5.12 | 15.96% | 29 |
| MARCH     | 79 | 38 48.10% | 41 51.90% | \$ 2,164.42 | \$ 27.40 | \$ 2,720.02 | \$ 34.43 | \$ 555.60 | \$ 7.03 | 20.43% | 27 |
| FEBRUARY  | 58 | 24 41.38% | 34 58.62% | \$ 2,190.80 | \$ 37.77 | \$ 2,660.40 | \$ 45.87 | \$ 469.60 | \$ 8.10 | 17.65% | 26 |
| JANUARY   | 54 | 27 50.00% | 27 50.00% | \$ 1,218.53 | \$ 22.57 | \$ 1,622.05 | \$ 30.04 | \$ 403.52 | \$ 7.47 | 24.88% | 26 |

**2009**

|           |    |           |           |             |          |             |          |           |         |        |    |
|-----------|----|-----------|-----------|-------------|----------|-------------|----------|-----------|---------|--------|----|
| DECEMBER  | 79 | 31 39.24% | 48 60.76% | \$ 1,474.16 | \$ 18.66 | \$ 1,889.21 | \$ 23.91 | \$ 415.05 | \$ 5.25 | 21.97% | 32 |
| NOVEMBER  | 61 | 28 45.90% | 33 54.10% | \$ 1,576.10 | \$ 25.84 | \$ 1,924.56 | \$ 31.55 | \$ 348.46 | \$ 5.71 | 18.11% | 27 |
| OCTOBER   | 75 | 44 58.67% | 31 41.33% | \$ 1,249.08 | \$ 16.65 | \$ 1,676.75 | \$ 22.36 | \$ 427.67 | \$ 5.70 | 25.51% | 34 |
| SEPTEMBER | 69 | 36 52.17% | 33 47.83% | \$ 1,917.89 | \$ 27.80 | \$ 2,523.84 | \$ 36.58 | \$ 605.95 | \$ 8.78 | 24.01% | 28 |
| AUGUST    | 60 | 34 56.67% | 26 43.33% | \$ 1,373.63 | \$ 22.89 | \$ 1,809.16 | \$ 30.15 | \$ 435.53 | \$ 7.26 | 24.07% | 25 |
| JULY      | 72 | 36 50.00% | 36 50.00% | \$ 1,461.99 | \$ 20.31 | \$ 1,895.50 | \$ 26.33 | \$ 433.51 | \$ 6.02 | 22.87% | 28 |
| JUNE      | 72 | 39 54.17% | 33 45.83% | \$ 1,471.28 | \$ 20.43 | \$ 2,004.50 | \$ 27.84 | \$ 533.22 | \$ 7.41 | 26.60% | 29 |
| MAY       | 82 | 33 40.24% | 49 59.76% | \$ 1,646.41 | \$ 20.08 | \$ 2,089.02 | \$ 25.48 | \$ 442.61 | \$ 5.40 | 21.19% | 28 |
| APRIL     | 81 | 45 55.56% | 36 44.44% | \$ 1,721.40 | \$ 21.25 | \$ 2,255.13 | \$ 27.84 | \$ 533.73 | \$ 6.59 | 23.67% | 34 |
| MARCH     | 90 | 41 45.56% | 49 54.44% | \$ 2,127.07 | \$ 23.63 | \$ 2,609.20 | \$ 28.99 | \$ 482.13 | \$ 5.36 | 18.48% | 35 |
| FEBRUARY  | 81 | 35 43.21% | 46 56.79% | \$ 1,678.37 | \$ 20.72 | \$ 2,149.15 | \$ 26.53 | \$ 470.78 | \$ 5.81 | 21.91% | 31 |
| JANUARY   | 87 | 46 52.87% | 41 47.13% | \$ 2,410.99 | \$ 27.71 | \$ 2,992.29 | \$ 34.39 | \$ 581.30 | \$ 6.68 | 19.43% | 33 |

**2008**

|           |     |           |           |             |          |              |           |             |          |        |    |
|-----------|-----|-----------|-----------|-------------|----------|--------------|-----------|-------------|----------|--------|----|
| DECEMBER  | 89  | 44 49.44% | 45 50.56% | \$ 2,189.87 | \$ 24.61 | \$ 2,822.30  | \$ 31.71  | \$ 632.43   | \$ 7.11  | 22.41% | 33 |
| NOVEMBER  | 84  | 56 66.67% | 28 33.33% | \$ 2,393.76 | \$ 28.50 | \$ 3,145.44  | \$ 37.45  | \$ 751.68   | \$ 8.95  | 23.90% | 34 |
| OCTOBER   | 102 | 64 62.75% | 38 37.25% | \$ 2,245.19 | \$ 22.01 | \$ 2,905.86  | \$ 28.49  | \$ 660.67   | \$ 6.48  | 22.74% | 31 |
| SEPTEMBER | 108 | 54 50.00% | 54 50.00% | \$ 2,170.54 | \$ 20.10 | \$ 2,750.45  | \$ 25.47  | \$ 579.91   | \$ 5.37  | 21.08% | 37 |
| AUGUST    | 77  | 41 53.25% | 36 46.75% | \$ 1,833.86 | \$ 23.82 | \$ 2,388.93  | \$ 31.03  | \$ 555.07   | \$ 7.21  | 23.24% | 34 |
| JULY      | 92  | 48 52.17% | 44 47.83% | \$ 1,852.20 | \$ 20.13 | \$ 2,486.40  | \$ 27.03  | \$ 634.20   | \$ 6.89  | 25.51% | 36 |
| JUNE      | 70  | 36 51.43% | 34 48.57% | \$ 1,686.84 | \$ 24.10 | \$ 2,138.12  | \$ 30.54  | \$ 451.28   | \$ 6.45  | 21.11% | 31 |
| MAY       | 98  | 55 56.12% | 43 43.88% | \$ 2,237.66 | \$ 22.83 | \$ 2,862.88  | \$ 29.21  | \$ 625.22   | \$ 6.38  | 21.84% | 37 |
| APRIL     | 90  | 52 57.78% | 38 42.22% | \$ 2,577.86 | \$ 28.64 | \$ 3,204.19  | \$ 35.60  | \$ 626.33   | \$ 6.96  | 19.55% | 39 |
| MARCH     | 97  | 60 61.86% | 37 38.14% | \$ 8,416.47 | \$ 86.77 | \$ 10,417.04 | \$ 107.39 | \$ 2,000.57 | \$ 20.62 | 19.20% | 38 |
| FEBRUARY  | 94  | 58 61.70% | 36 38.30% | \$ 6,738.78 | \$ 71.69 | \$ 8,387.22  | \$ 89.23  | \$ 1,648.44 | \$ 17.54 | 19.65% | 39 |
| JANUARY   | 84  | 49 58.33% | 35 41.67% | \$ 5,626.10 | \$ 66.98 | \$ 6,932.07  | \$ 82.52  | \$ 1,305.97 | \$ 15.55 | 18.84% | 37 |

**2007**



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|             |     |            |           |             |          |             |          |             |          |        |    |
|-------------|-----|------------|-----------|-------------|----------|-------------|----------|-------------|----------|--------|----|
| DECEMBER    | 79  | 49 62.03%  | 30 37.97% | \$ 1,743.07 | \$ 22.06 | \$ 2,185.93 | \$ 27.67 | \$ 442.86   | \$ 5.61  | 20.26% | 34 |
| NOVEMBER    | 79  | 44 55.70%  | 35 44.30% | \$ 1,915.70 | \$ 24.25 | \$ 2,377.94 | \$ 30.10 | \$ 462.24   | \$ 5.85  | 19.44% | 34 |
| OCTOBER     | 92  | 52 56.52%  | 40 43.48% | \$ 2,391.67 | \$ 26.00 | \$ 2,834.53 | \$ 30.81 | \$ 442.86   | \$ 4.81  | 15.62% | 37 |
| SEPTEMBER   | 95  | 65 68.42%  | 30 31.58% | \$ 2,668.46 | \$ 28.09 | \$ 3,291.95 | \$ 34.65 | \$ 623.49   | \$ 6.56  | 18.94% | 40 |
| AUGUST      | 107 | 61 57.01%  | 46 42.99% | \$ 2,441.44 | \$ 22.82 | \$ 3,028.94 | \$ 28.31 | \$ 587.50   | \$ 5.49  | 19.40% | 34 |
| JULY        | 106 | 66 62.26%  | 40 37.74% | \$ 2,955.28 | \$ 27.88 | \$ 3,565.12 | \$ 33.63 | \$ 609.84   | \$ 5.75  | 17.11% | 42 |
| JUNE        | 105 | 59 56.19%  | 46 43.81% | \$ 2,380.39 | \$ 22.67 | \$ 2,965.74 | \$ 28.25 | \$ 585.35   | \$ 5.57  | 19.74% | 38 |
| MAY         | 99  | 62 62.63%  | 37 37.37% | \$ 3,199.62 | \$ 32.32 | \$ 3,795.40 | \$ 38.34 | \$ 595.78   | \$ 6.02  | 15.70% | 34 |
| APRIL       | 89  | 54 60.67%  | 35 39.33% | \$ 2,289.14 | \$ 25.72 | \$ 2,844.55 | \$ 31.96 | \$ 555.41   | \$ 6.24  | 19.53% | 36 |
| MARCH       | 110 | 70 63.64%  | 40 36.36% | \$ 3,571.44 | \$ 32.47 | \$ 4,368.78 | \$ 39.72 | \$ 797.34   | \$ 7.25  | 18.25% | 41 |
| FEBRUARY    | 106 | 68 64.15%  | 38 35.85% | \$ 3,347.93 | \$ 31.58 | \$ 4,182.96 | \$ 39.46 | \$ 835.03   | \$ 7.88  | 19.96% | 41 |
| JANUARY     | 104 | 69 66.35%  | 35 33.65% | \$ 3,635.07 | \$ 34.95 | \$ 4,307.07 | \$ 41.41 | \$ 672.00   | \$ 6.46  | 15.60% | 41 |
| <b>2006</b> |     |            |           |             |          |             |          |             |          |        |    |
| DECEMBER    | 114 | 75 65.79%  | 39 34.21% | \$ 3,090.26 | \$ 27.11 | \$ 3,845.51 | \$ 33.73 | \$ 755.25   | \$ 6.63  | 19.64% | 49 |
| NOVEMBER    | 119 | 96 80.67%  | 23 19.33% | \$ 3,652.55 | \$ 30.69 | \$ 4,628.17 | \$ 38.89 | \$ 975.62   | \$ 8.20  | 21.08% | 52 |
| OCTOBER     | 126 | 103 81.75% | 23 18.25% | \$ 3,827.93 | \$ 30.38 | \$ 4,770.79 | \$ 37.86 | \$ 942.86   | \$ 7.48  | 19.76% | 47 |
| SEPTEMBER   | 119 | 100 84.03% | 19 15.97% | \$ 3,516.62 | \$ 29.55 | \$ 4,337.19 | \$ 36.45 | \$ 820.57   | \$ 6.90  | 18.92% | 51 |
| AUGUST      | 134 | 119 88.81% | 15 11.19% | \$ 4,125.37 | \$ 30.79 | \$ 5,386.00 | \$ 40.19 | \$ 1,260.63 | \$ 9.41  | 23.41% | 51 |
| JULY        | 135 | 117 86.67% | 18 13.33% | \$ 3,672.77 | \$ 27.21 | \$ 4,649.43 | \$ 34.44 | \$ 976.66   | \$ 7.23  | 21.01% | 49 |
| JUNE        | 118 | 105 88.98% | 13 11.02% | \$ 4,077.37 | \$ 34.55 | \$ 5,052.67 | \$ 42.82 | \$ 975.30   | \$ 8.27  | 19.30% | 50 |
| MAY         | 167 | 147 88.02% | 20 11.98% | \$ 4,965.54 | \$ 29.73 | \$ 6,147.37 | \$ 36.81 | \$ 1,181.83 | \$ 7.08  | 19.22% | 59 |
| APRIL       | 145 | 128 88.28% | 17 11.72% | \$ 4,793.19 | \$ 33.06 | \$ 5,854.91 | \$ 40.38 | \$ 1,061.72 | \$ 7.32  | 18.13% | 57 |
| MARCH       | 166 | 149 89.76% | 17 10.24% | \$ 4,861.91 | \$ 29.29 | \$ 6,090.67 | \$ 36.69 | \$ 1,228.76 | \$ 7.40  | 20.17% | 63 |
| FEBRUARY    | 131 | 114 87.02% | 17 12.98% | \$ 4,413.19 | \$ 33.69 | \$ 5,389.11 | \$ 41.14 | \$ 975.92   | \$ 7.45  | 18.11% | 54 |
| JANUARY     | 118 | 101 85.59% | 17 14.41% | \$ 4,063.34 | \$ 34.44 | \$ 4,916.07 | \$ 41.66 | \$ 852.73   | \$ 7.23  | 17.35% | 52 |
| <b>2005</b> |     |            |           |             |          |             |          |             |          |        |    |
| DECEMBER    | 88  | 70 79.55%  | 18 20.45% | \$ 2,544.06 | \$ 28.91 | \$ 3,112.29 | \$ 35.37 | \$ 568.23   | \$ 6.46  | 18.26% | 40 |
| NOVEMBER    | 38  | 35 92.11%  | 3 7.89%   | \$ 1,060.25 | \$ 27.90 | \$ 1,474.31 | \$ 38.80 | \$ 414.06   | \$ 10.90 | 28.09% | 19 |

| UPSHUR<br>COUNTY | PLAN<br>TOTAL | %<br>RETAIL |        | %<br>RETAIL |        | AVERAGE<br>MEMBER | RETAIL             | AVERAGE<br>RETAIL | AVERAGE |             |         | TOTAL  |          |
|------------------|---------------|-------------|--------|-------------|--------|-------------------|--------------------|-------------------|---------|-------------|---------|--------|----------|
|                  |               | PRICE       | PRICE  | PRICE       | PRICE  | COST              | SUBMITTED<br>PRICE | PRICE             | SAVINGS | PRICE       | SAVINGS |        |          |
| TOTALS:          | 8,359         | 4,722       | 56.49% | 3,637       | 43.51% | \$242,003.71      | \$28.95            | \$306,034.55      | \$36.61 | \$64,030.84 | \$7.66  | 20.92% | 3,449.00 |

Column Headers from left to right:

1. Total Rx's: This is the total number of Rx's that were adjudicated or attempted to adjudicate through the use of the card (the explanation of the next couple of headers will help explain the necessity of this column).
2. Plan Priced Rx's: Caremark tracks all attempts to use the cards including when the pharmacy offers a lower price than the card can give. This is usually when the pharmacy sells a drug at cost or below cost to create foot traffic for the pharmacy or under a special purchase arrangement. This is the amount of Rx's that the card gave the best price vs. the pharmacy.
3. % Plan Priced Rx's: What percentage of the total attempted Rx's adjudicated via best price with the card.
4. Retail Priced Rx's: How many prescriptions where the pharmacy had a lower price.
5. % Retail Priced Rx's: Percentage of Rx's where the pharmacy had a lower price.
6. Total Drug Cost: All prescriptions totaled together at their card discount prices.
7. Average Drug Cost: Average Drug Cost per Rx at the card discounted price.
8. Retail Submitted Price: What the price would have been if the prescriptions weren't filled with the card.
9. Average Retail Submitted Price: Average Per Prescription price if the card wasn't presented at a discount.
10. Price Savings: Total dollar savings for all Rx's filled with the card.
11. Average Price Savings: Average price savings per prescription.
12. % Price Savings: Percentage price savings per prescription.
13. Total Utilizers: This is the total amount of people who represent the total amount of prescriptions i.e. some people fill multiple prescriptions. This gives you an indication of how many residents you are helping.

As always, if you have questions, don't hesitate to contact me. Thank you for being a member county, borough or parish and participating in this member program.

Andrew Goldschmidt  
Director, Membership/Marketing  
NACo--National Association of Counties





# Upshur County Sheriff's Financial Statement

For Period Ending: December 2017

## Bank Balance Listing

| BANK NAME                   | ACCOUNT NAME                           | BANK BALANCE           | OUTSTANDING CHECKS/DEBITS | OUTSTANDING DEPOSITS/CREDITS | BOOK BALANCE           |
|-----------------------------|--|------------------------|---------------------------|------------------------------|------------------------|
| <b>FIRST COMMUNITY BANK</b> |  |                        |                           |                              |                        |
|                             | GENERAL COUNTY -MMA                    | \$ 557,886.15          | \$ (5,517.28)             | \$ 93,482.77                 | \$ 645,851.64          |
|                             | COAL SEVERANCE-MMA                     | \$ 66,331.41           | \$ -                      | \$ -                         | \$ 66,331.41           |
|                             | E-911 -MMA                             | \$ 463,369.34          | \$ -                      | \$ -                         | \$ 463,369.34          |
|                             | CURRY PARK-MMA                         | \$ 66,871.16           | \$ -                      | \$ -                         | \$ 66,871.16           |
|                             | CURRY LIBRARY-MMA                      | \$ 68,997.40           | \$ -                      | \$ -                         | \$ 68,997.40           |
|                             | AIRPORT CONSTRUCTION-MMA               | \$ -                   | \$ -                      | \$ -                         | \$ -                   |
|                             | ASSESSOR'S VALUATION-MMA               | \$ 204,505.23          | \$ -                      | \$ 5,344.71                  | \$ 209,849.94          |
|                             | CONCEALED WEAPONS                      | \$ 24,506.97           | \$ (50.00)                | \$ 305.00                    | \$ 24,761.97           |
|                             | GENERAL TAX ACCOUNT-MMA                | \$ 268,929.56          | \$ (311,929.75)           | \$ 43,000.19                 | \$ -                   |
|                             | BOARD OF HEALTH-MMA                    | \$ 271,374.26          | \$ -                      | \$ 2,190.75                  | \$ 273,565.01          |
|                             | UPSHUR CO. FIRE FEE-IBCK               | \$ 7,185.13            | \$ -                      | \$ 365.00                    | \$ 7,550.13            |
|                             | WIRELESS E-911 FUND-IBCK               | \$ -                   | \$ -                      | \$ -                         | \$ -                   |
|                             | UP CO COAL REALLOCAT-IBCK              | \$ 168,131.52          | \$ -                      | \$ -                         | \$ 168,131.52          |
|                             | EMPLOYEE BENEFITS-IBCK                 | \$ 1,125,900.09        | \$ -                      | \$ -                         | \$ 1,125,900.09        |
|                             | SP.LAW ENF.INVESTIG.-IBCK              | \$ 2,149.97            | \$ -                      | \$ -                         | \$ 2,149.97            |
|                             | COMMUNITY CORR. FUND-IBCK              | \$ 171,923.36          | \$ (53.38)                | \$ -                         | \$ 171,869.98          |
|                             | PARKS/REC CLEARING ACCT                | \$ -                   | \$ -                      | \$ -                         | \$ -                   |
|                             | ADDRESSING/MAPPING CLEARING            | \$ 30.00               | \$ (30.00)                | \$ -                         | \$ -                   |
|                             | GENERAL COUNTY PAYROLL-CK              | \$ 204,655.08          | \$ (184,655.08)           | \$ -                         | \$ 20,000.00           |
|                             | TAX CLEARING ACCOUNT                   | \$ 11,935.40           | \$ (15,604.14)            | \$ 3,668.74                  | \$ -                   |
|                             | BOARD OF HEALTH-PAYROLL                | \$ 21,181.33           | \$ (1,181.33)             | \$ -                         | \$ 20,000.00           |
|                             | GENERAL COUNTY-CKNG                    | \$ 70,969.89           | \$ (41,083.25)            | \$ -                         | \$ 29,886.64           |
|                             | COAL SEVERANCE-CKNG                    | \$ 2,000.00            | \$ -                      | \$ -                         | \$ 2,000.00            |
|                             | DOG & KENNEL-CKNG                      | \$ 48,870.13           | \$ (37.00)                | \$ -                         | \$ 48,833.13           |
|                             | GEN. CO. MISC-CKNG                     | \$ 38,553.20           | \$ -                      | \$ -                         | \$ 38,553.20           |
|                             | WORTHLESS CHECK FUND-CKNG              | \$ 136,403.42          | \$ -                      | \$ -                         | \$ 136,403.42          |
|                             | E-911 -CNKG                            | \$ 2,557.50            | \$ (57.50)                | \$ -                         | \$ 2,500.00            |
|                             | HOME DETENTION-IBCK                    | \$ 47,503.44           | \$ -                      | \$ -                         | \$ 47,503.44           |
|                             | CURRY PARK-CKNG                        | \$ 2,060.00            | \$ (60.00)                | \$ -                         | \$ 2,000.00            |
|                             | CURRY LIBRARY-CKNG                     | \$ 2,000.00            | \$ -                      | \$ -                         | \$ 2,000.00            |
|                             | AIRPORT CONSTRUCTION-CKNG              | \$ 0.10                | \$ -                      | \$ -                         | \$ 0.10                |
|                             | ASSESSOR'S VALUATION-CKNG              | \$ 2,000.00            | \$ -                      | \$ -                         | \$ 2,000.00            |
|                             | VOTER'S REGISTRATION-IBCK              | \$ 4,786.02            | \$ -                      | \$ -                         | \$ 4,786.02            |
|                             | JURY-CKNG                              | \$ 13,263.92           | \$ (9,853.94)             | \$ -                         | \$ 3,409.98            |
|                             | SPAY.& NEUTER. DEP. FUND               | \$ 47,528.57           | \$ (700.00)               | \$ -                         | \$ 46,828.57           |
|                             | AIRPORT IMP. PROJECT-CKNG              | \$ -                   | \$ -                      | \$ -                         | \$ -                   |
|                             | ELKINS ROAD PSD                        | \$ -                   | \$ -                      | \$ -                         | \$ -                   |
|                             | ADRIAN PSD WATERLINE PHASE VI          | \$ -                   | \$ -                      | \$ -                         | \$ -                   |
|                             | WELLNESS COMPLEX FUND                  | \$ 5,960.00            | \$ -                      | \$ -                         | \$ 5,960.00            |
|                             | INDUSTRIAL PARK SEWER-CKG              | \$ 1.00                | \$ -                      | \$ -                         | \$ 1.00                |
|                             | DMV LICENSE FUND-CKNG                  | \$ 10,533.30           | \$ (13,702.50)            | \$ 3,169.20                  | \$ -                   |
|                             | STATE CLEARING ACCOUNT-CK              | \$ 900.00              | \$ (995.00)               | \$ 95.00                     | \$ -                   |
|                             | STATE POLICE FUND-CKNG                 | \$ 680.00              | \$ (700.00)               | \$ 25.00                     | \$ 5.00                |
|                             | GENERAL TAX ACCOUNT-CKNG               | \$ 1,570.90            | \$ (313,500.65)           | \$ 311,929.75                | \$ -                   |
|                             | TAX LEIN FUND-CKNG                     | \$ 208,484.58          | \$ (997.67)               | \$ -                         | \$ 207,486.91          |
|                             | DELQ & NON-ENTERED LAND                | \$ 77,327.78           | \$ -                      | \$ -                         | \$ 77,327.78           |
|                             | BOARD OF HEALTH-CKNG                   | \$ 24,000.38           | \$ (4,000.38)             | \$ -                         | \$ 20,000.00           |
|                             | WVDSRF-CKNG                            | \$ 350.00              | \$ -                      | \$ 72.00                     | \$ 422.00              |
|                             | <b>BANK TOTAL</b>                      | <b>\$ 4,454,167.49</b> | <b>\$ (904,708.85)</b>    | <b>\$ 463,648.11</b>         | <b>\$ 4,013,106.75</b> |
| <b>PROGRESSIVE BANK</b>     |  |                        |                           |                              |                        |
|                             | UP.CO.FIN.STBL.FUND-SV                 | \$ 1,224,145.81        | \$ -                      | \$ -                         | \$ 1,224,145.81        |
|                             | EE HEALTH CARE REIMB FUND              | \$ 35,655.71           | \$ -                      | \$ -                         | \$ 35,655.71           |
|                             | UP.CO.FIN.STBL.FUND-CKNG               | \$ -                   | \$ -                      | \$ -                         | \$ -                   |
|                             | CHILD EXCHG & VISIT CTR                | \$ 34,625.16           | \$ -                      | \$ -                         | \$ 34,625.16           |
|                             | <b>BANK TOTAL</b>                      | <b>\$ 1,294,426.68</b> | <b>\$ -</b>               | <b>\$ -</b>                  | <b>\$ 1,294,426.68</b> |
| <b>SUMMARY:</b>             |  |                        |                           |                              |                        |
|                             | <b>TOTAL ALL BANKS</b>                 | <b>\$ 5,748,594.17</b> | <b>\$ (904,708.85)</b>    | <b>\$ 463,648.11</b>         | <b>\$ 5,307,533.43</b> |
|                             | <b>PETTY CASH / CASH DRAWERS</b>       |                        |                           |                              | <b>\$ 1,750.00</b>     |
|                             | <b>CASH SPECIAL INVESTIGATION FUND</b> |                        |                           |                              | <b>\$ -</b>            |
|                             | <b>GRAND TOTAL</b>                     |                        |                           |                              | <b>\$ 5,309,283.43</b> |





# Upshur County Sheriff's Financial Statement

For Period Ending: December 2017

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| FUND NAME   | BEGINNING BALANCE      | CURRENT MONTH COLLECTIONS | ORDERS ISSUED            | BALANCE PER BOOKS      |
|---|------------------------|---------------------------|--------------------------|------------------------|
| FUND - 001 GENERAL COUNTY FUND                    | \$ 1,292,642.00        | \$ 157,593.44             | \$ (752,747.16)          | \$ 697,488.28          |
| FUND - 002 COAL SEVERANCE TAX FUND                | \$ 76,329.11           | \$ 2.30                   | \$ (8,000.00)            | \$ 68,331.41           |
| FUND - 003 DOG AND KENNEL FUND                    | \$ 51,342.92           | \$ 234.40                 | \$ (2,744.19)            | \$ 48,833.13           |
| FUND - 004 GENERAL SCHOOL FUND                    | \$ 29,719.25           | \$ 3,412.67               | \$ -                     | \$ 33,131.92           |
| FUND - 005 MAGISTRATE COURT FUND                  | \$ 4,597.03            | \$ 1,030.03               | \$ (205.78)              | \$ 5,421.28            |
| FUND - 006 WORTHLESS CHECK FUND                   | \$ 136,285.51          | \$ 117.91                 | \$ -                     | \$ 136,403.42          |
| FUND - 007 E-911 FUND                             | \$ 434,776.33          | \$ 38,367.82              | \$ (7,274.81)            | \$ 465,869.34          |
| FUND - 008 HOME CONFINEMENT FUND                  | \$ 42,975.51           | \$ 6,703.40               | \$ (2,175.47)            | \$ 47,503.44           |
| FUND - 013 CURRY PARK FUND                        | \$ 69,142.97           | \$ 102.27                 | \$ (374.08)              | \$ 68,871.16           |
| FUND - 015 CURRY LIBRARY FUND                     | \$ 72,897.71           | \$ 54.94                  | \$ (1,955.25)            | \$ 70,997.40           |
| FUND - 018 AIRPORT CONSTRUCTION FUND              | \$ 0.10                | \$ -                      | \$ -                     | \$ 0.10                |
| FUND - 019 UPSHUR COUNTY FIRE FEE FUND            | \$ 11,685.19           | \$ 7,450.13               | \$ (11,585.19)           | \$ 7,550.13            |
| FUND - 020 WIRELESS E-911 FUND                    | \$ -                   | \$ -                      | \$ -                     | \$ -                   |
| FUND - 021 EE HEALTH CARE REIMBURSEMENT FUND      | \$ 26,606.30           | \$ 27,035.48              | \$ (17,986.07)           | \$ 35,655.71           |
| FUND - 039 COAL REALLOCATION FUND                 | \$ 168,130.09          | \$ 1.43                   | \$ -                     | \$ 168,131.52          |
| FUND - 052 EMPLOYEE BENEFITS FUND                 | \$ 1,085,273.16        | \$ 77,822.01              | \$ (37,195.08)           | \$ 1,125,900.09        |
| FUND - 056 ASSESSOR'S VALUATION FUND              | \$ 224,594.51          | \$ 6,036.53               | \$ (18,781.10)           | \$ 211,849.94          |
| FUND - 058 UP.CO.FIN.STBL.FUND                    | \$ 1,224,145.81        | \$ -                      | \$ -                     | \$ 1,224,145.81        |
| FUND - 059 CONCEALED WEAPONS FUND                 | \$ 22,636.77           | \$ 2,125.20               | \$ -                     | \$ 24,761.97           |
| FUND - 063 VOTER'S REGISTRATION FUND              | \$ 4,785.98            | \$ 0.04                   | \$ -                     | \$ 4,786.02            |
| FUND - 071 JURY FUND                              | \$ 10,531.71           | \$ 4,468.29               | \$ (11,590.02)           | \$ 3,409.98            |
| FUND - 073 SPECIAL LAW ENFRMNT INVESTIGATION FUND | \$ 2,149.96            | \$ 0.01                   | \$ -                     | \$ 2,149.97            |
| FUND - 078 CHILD EXCHANGE & VISITATION FUND       | \$ 26,625.16           | \$ 8,000.00               | \$ -                     | \$ 34,625.16           |
| FUND - 079 SPAYING & NEUTERING FUND               | \$ 47,478.57           | \$ -                      | \$ (650.00)              | \$ 46,828.57           |
| FUND - 080 COMM. CORR. FUND                       | \$ 159,275.52          | \$ 17,711.40              | \$ (5,116.94)            | \$ 171,869.98          |
| FUND - 102 AIRPORT IMP. PROJECT FUND              | \$ -                   | \$ -                      | \$ -                     | \$ -                   |
| FUND - 104 ELKINS ROAD PSD FUND                   | \$ 4,632.00            | \$ -                      | \$ (4,632.00)            | \$ -                   |
| FUND - 105 ADRIAN PSD WATERLINE PHASE VI FUND     | \$ -                   | \$ -                      | \$ -                     | \$ -                   |
| FUND - 245 UPSHUR COUNTY WELLNESS COMPLEX FUND    | \$ 5,960.00            | \$ -                      | \$ -                     | \$ 5,960.00            |
| FUND - 248 IND. PARK SEWER FUND                   | \$ 1.00                | \$ -                      | \$ -                     | \$ 1.00                |
| FUND - 311 DMV LICENSE FUND                       | \$ -                   | \$ 32,287.50              | \$ (32,287.50)           | \$ -                   |
| FUND - 312 CRIMINAL CHARGES FUND                  | \$ -                   | \$ 164.28                 | \$ (164.28)              | \$ -                   |
| FUND - 313 COURT REPORTER FUND                    | \$ -                   | \$ 25.00                  | \$ (25.00)               | \$ -                   |
| FUND - 314 STATE FINES FUND                       | \$ -                   | \$ -                      | \$ -                     | \$ -                   |
| FUND - 315 STATE POLICE FUND                      | \$ 5.00                | \$ 700.00                 | \$ (700.00)              | \$ 5.00                |
| FUND - 316 STATE CURRENT FUND                     | \$ -                   | \$ 1,614.00               | \$ (1,614.00)            | \$ -                   |
| FUND - 317 COURTHOUSE FACILITIES IMPROVEMENT FUND | \$ -                   | \$ 530.00                 | \$ (530.00)              | \$ -                   |
| FUND - 364 TAX LIEN FUND                          | \$ 206,300.79          | \$ 1,186.12               | \$ -                     | \$ 207,486.91          |
| FUND - 365 DELQ & NONENT LAND                     | \$ 77,871.67           | \$ -                      | \$ (543.89)              | \$ 77,327.78           |
| FUND - 366 BOARD OF HEALTH FUND                   | \$ 327,440.95          | \$ 9,392.80               | \$ (23,268.74)           | \$ 313,565.01          |
| FUND - 369 WV DEPUTY SHERIFF'S RETIREMENT FUND    | \$ 439.00              | \$ 422.00                 | \$ (439.00)              | \$ 422.00              |
| FUND - 373 SCHOOL CURRENT FUND                    | \$ -                   | \$ 127,427.60             | \$ (127,427.60)          | \$ -                   |
| FUND - 374 SCHOOL EXCESS LEVY FUND                | \$ -                   | \$ 64,566.62              | \$ (64,566.62)           | \$ -                   |
| FUND - 375 SCHOOL BOND FUND                       | \$ -                   | \$ -                      | \$ -                     | \$ -                   |
| FUND - 378 CITY CURRENT FUND                      | \$ -                   | \$ 20,849.39              | \$ (20,849.39)           | \$ -                   |
| FUND - 379 CITY VOTED LIBRARY FUND                | \$ -                   | \$ 2,502.91               | \$ (2,502.91)            | \$ -                   |
| <b>FINAL TOTALS</b>                               | <b>\$ 5,847,277.58</b> | <b>\$ 619,937.92</b>      | <b>\$ (1,157,932.07)</b> | <b>\$ 5,309,283.43</b> |
| BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:   | \$ 5,748,594.17        | \$ -                      | \$ -                     | \$ -                   |
| ORDERS/DEBITS OUTSTANDING:                        | \$ (904,708.85)        |                           |                          |                        |
| DEPOSITS/CREDITS OUTSTANDING:                     | \$ 463,648.11          |                           |                          |                        |
| NET BANK BALANCE                                  | \$ 5,307,533.43        |                           |                          |                        |
| PETTY CASH / CASH DRAWERS                         | \$ 1,750.00            |                           |                          |                        |
| CASH SPECIAL INVESTIGATION FUND                   | \$ -                   |                           |                          |                        |
| ADJUSTMENT  | \$ -                   |                           |                          |                        |
| TOTAL IN COUNTY DEPOSITORIES AND OFFICE:          | \$ 5,309,283.43        |                           |                          |                        |

I, David H. Coffman, Sheriff of Upshur County do solemnly swear that the foregoing is a true and correct statement to the best of my knowledge.

David H. Coffman  
Sheriff & Treasurer, Upshur County

01/18/2018



County, West Virginia

DEPARTMENT: Upshur 911

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MONTH / YEAR: December 2017

[illegible]



## UPSHUR COUNTY COMMISSION

# MONTHLY MILEAGE LOG

DEPARTMENT:

Antenna

**MONTH / YEAR:**

Dec. 2017

[illegible]



# DRSHIP

## UPSHUR COUNTY COMMISSION

MONTH / YEAR: Dec. 2017

[illegible]



UPSHUR

## UPSHUR COUNTY COMMISSION

# MONTHLY MILEAGE LOG

Distance

Dec. 2017

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# UPSHUR COUNTY COMMISSION

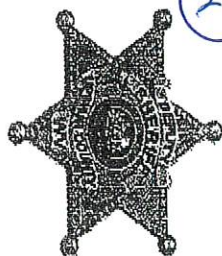
## MONTHLY MILEAGE LOG

DEPARTMENT: OEM

MONTH / YEAR: DEC 2017

| Employee     | Vehicle Description | VIN | Start Mileage | End Mileage | Total Mileage | Fuel (Gal.) |
|--------------|---------------------|-----|---------------|-------------|---------------|-------------|
| B Shreves    | 1999 Ford f250      |     | 93018         | 93018       | 0             | 0           |
| B Shreves    | 2008 Ford f 250     |     | 101786        | 102036      | 0             | 0           |
|              |                     |     |               |             |               |             |
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|              |                     |     |               |             |               |             |
| GRAND TOTALS |                     |     |               |             |               | 0           |





## UPSHUR COUNTY SHERIFF'S OFFICE

Dec-17

| Officer         | Cruiser                  | ✓ | VIN                | Start Mileage | End Mileage | Total Mileage | Fuel (Gal.) |
|-----------------|--------------------------|---|--------------------|---------------|-------------|---------------|-------------|
| DAVE COFFMAN    | 2014 FORD EXPLORER       | ✓ | 1FM5K8AR9EGA71008  | N/A           |             |               | N/A         |
| MIKE KELLEY     | 2010 FORD Explorer       | ✓ | 1FM5K8AR8GGB44629  | 31907         | 33066       | 1159          | 69.1        |
| MARK DAVIS      | 2016 Ford Explorer       | ✓ | 1FM5K8AR0GGB43426  | 33762         | 35025       | 1263          | 23.9        |
| MARSHALL POWERS | 2016 Ford Explorer       | ✓ | 1FM5K8AR4GGB44630  | 35440         | 37320       | 1880          | 124         |
| CL DAY          | 2013 FORD TAURUS         | ✓ | 1FAHP2M86DG157805  | 51973         | 52198       | 225           | 16          |
| THERON CAYNOR   | 2017 FORD EXPLORER (NEW) | ✓ |                    | 8016          | 9969        | 1953          | 117.1       |
| DEWAINNE LINGER | 2012 FORD EXPEDITION     | ✓ | 1FMJU1G50CEF29483  | 101414        | 102607      | 1193          | 106         |
| RODNEY ROLENSON | 2017 FORD F-150 (NEW)    | ✓ |                    | 13387         | 14089       | 702           | 95.5        |
| ROCKY HEBB      | 2017 FORD TAURUS         | ✓ | 2B3AA4CT9AH269160  | 935           | 2900        | 1965          | 78.5        |
| TYLER CHIDESTER | 2013 FORD TAURUS         | ✓ | 1FMJU1G59CEF29482  | 96100         | 98887       | 2787          | 124         |
| TYLER GORDON    | 2010 FORD CROWN VICTORIA | ✓ | 1FAHP21482DG157798 | 86098         | 87757       | 1659          | 130.1       |
| SETH CUTRIGHT   | 2010 FORD EXPEDITION     | ✓ | 2FABP7BV2AX100650  | 88820         | 90565       | 1745          | 124         |
| BOBBY HAWKINS   | 2010 FORD CROWN VICTORIA | ✓ | 2FABP7BV4AX100651  | 120063        | 121216      | 1153          | 76          |
| DOUG WHITE      | 2008 FORD CROWN VICTORIA | ✓ | 2FAFP71V88X123105  | 99516         | 99884       | 368           | 18          |
|                 | 2001 FORD EXPLORER       | ✓ | 1FMZV72E41ZAS7159  | N/A           | N/A         | N/A           | N/A         |
| S.W.A.T.        | 1991 INTERNATIONAL       | ✓ | 1HTSLNEMOMH337402  | N/A           | N/A         | N/A           | N/A         |
| DUSTIN HOLLEN   | 2009 FORD F150           |   | 1FTRX14W39FA27159  | 155588        | 156877      | 1289          | 119.6       |
| VIRGIL MILLER   | 2010 FORD EXPEDITION     | ✓ | 1FMJU1G52AEB66214  | 116625        | 116750      | 125           | 12.6        |
|                 |                          |   |                    | GRAND TOTALS  |             | 19,466        | 1,234.40    |



# SPHERES

## UPSHUR COUNTY COMMISSION

## MONTHLY MILEAGE LOG

1002017

[illegible]



26

# UPSHUR COUNTY

## MONTHLY MILEAGE LOG

DEPARTMENT: Comm Construction

MONTH / YEAR: Dec 2017

| Employee | Vehicle Description | VIN | Start Mileage | End Mileage | Total Mileage | Fuel (Gal.) |
|----------|---------------------|-----|---------------|-------------|---------------|-------------|
|          | Focus               |     | 111480        | 111540      | 60            | 0           |
|          |                     |     | 111540        | 111558      | 18            | 0           |
|          |                     |     | 111558        | 111613      | 55            | 0           |
|          |                     |     | 111613        | 111644      | 31            | 0           |
|          |                     |     | 111644        | 111691      | 47            | 0           |
|          |                     |     | 111691        | 111709      | 18            | 0           |
|          |                     |     | 111709        | 111764      | 55            | 0           |
|          |                     |     | 111764        | 111766      | 29            | 0           |
|          |                     |     | 111766        | 111802      | 36            | 0           |
|          |                     |     | 111802        | 111831      | 29            | 0           |
|          |                     |     | 111831        | 111868      | 37            | 0           |
|          |                     |     | 111868        | 111919      | 51            | 0           |
|          |                     |     | 111919        | 111983      | 16            | 0           |
|          |                     |     | 111983        | 111964      | 29            | 0           |
|          |                     |     | 111964        | 112046      | 82            | 0           |
|          |                     |     | 112046        | 112096      | 50            | 0           |
|          |                     |     | 112096        | 112115      | 19            | 0           |
|          |                     |     | GRAND TOTALS  |             | 662           | 101         |



A vertical strip of five decorative initial letters from a manuscript. From top to bottom, they are: a 'T' with a large, ornate top bar; an 'S' with a flowing, cursive-like shape; an 'H' with a simple, blocky design; a 'U' with a large, rounded, bowl-like shape; and an 'F' with a complex, multi-lobed design. Each letter is filled with a dense, repeating geometric pattern.

UPSHUR COUNTY COMMISSION

DEPARTMENT: Community Corrections

MONTH/YEAR: Dec 2017

[illegible]



UPSHUR COUNTY COMMISSION

Don't forget to

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County, West Virginia

## DEPARTMENT: Dog Pound

**MONTH / YEAR: December 2017**

as of 1/22/18

**GRAND TOTALS**



30

**Wes-Mon-Ty RC&D Board of Directors**  
**January 23, 2018 - 10:00 A.M.**  
**Gilmer County Senior Center – Glenville, WV**

**Agenda**

Call to Order – *vice president Sencindiver*  
Pledge of Allegiance - *Jim Foster*  
Approval of Agenda –  
Devotions – *host*  
Introduction of Guests –  
Report on Board Members -  
Minutes of 11-28-17 – *Bill Coffindaffer*  
Treasurer's Report – *Bob True*  
Correspondence –

**Committee Reports**

By-Laws Committee

**Old Business**

- 319 project planning
- Wes-Mon-Ty RC&D Credit Card
- RC&D membership review

**New Business**

- Goal F: Improve Living Conditions in the Area
- FY-19 WVCA Projects

**Coordinator's Report**

- 2013 - USDA-NRCS Conservation Innovation Grant – final report and final reimbursement request completed.
- 2016 – USDA-NRCS Conservation Innovation Grant – editing video. Plan to share during Extension Dinner Meetings. All end of year financial and programmatic reports were completed and accepted.
- Walkability Grant – hiking trail funding?
- National Fish and Wildlife Foundation- "Pulling it Together" Grant – writing final report (due March 1, 2018)
- USDA – NRCS- Video Demonstrations – still in planning phase.
- FY-18 West Virginia Conservation Agency – all but TVCD contracts signed and returned to our office. Still waiting on check from TVCD.

**Agency and Organization Reports**

- Grassland Committee Report – *Bill Coffindaffer*
- Grange Report - *Jim Foster*
- WV Association of Conservation Districts Report – *Jim Foster*
- NACD, WV RC&D Association, Legislative and Budget Update - *Joe Gumm, Don Headley*
- Solid Waste Management/Recycling – *Joe Gumm, Jim McDonald*

**Open Discussion**

**Next Meeting**



UPSHUR COUNTY PUBLIC LIBRARY  
Board of Directors Meeting  
January 30, 2018, 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
  - a. Circulation Reports
  - b. Affiliates
  - c. Conversion of quiet room to YA
  - d. Upcoming programs: Charley Harper book, Laiken Boyd.
  - e. Business Book Discussion Group
- V. Unfinished Business
- VI. New Business
  - a. Legislative Day, Charleston, WV February 5, 201.
  - b. Spring Fling, April 5-6, 2018
  - c. Approval of Auditors' Report
- VII. Setting date of next Board meeting
- VIII. Adjournment



***Special Session of City Council of Buckhannon -6:00 p.m. in Council Chambers:  
Meeting Agenda for Tuesday, February 6, 2018***

---

- A. Call to Order**
  - A.1 Moment of Silence**
  - A.2 Pledge to the Flag of the United States of America**
- B. Recognized Guest**
  - B.1 Municipal Program Assessment Committee**
- C. Strategic Issues for Discussion and/or Vote**
  - C.1 Municipal Assessment Committee: Town-Gown Relationship Survey Results-Two Part Research**
    - .Part 1-Perceptions of Community Members regarding West Virginia Wesleyan College**
    - .Part 2-Marketing Research Survey-What Students want from Local Businesses**
- D. Comments and Announcements**
  - D.1 Mary Albaugh**
  - D.2 Pamela Cuppari**
  - D.3 C J Rylands**
  - D.4 Robbie Skinner**
  - D.5 David Thomas**
  - D.6 Susan Aloï**
- E. Mayor's Comments and Announcements**
- F. Adjournment**

Posted 01-19-18



Upshur Citizen Corp Council Minutes November 8, 2017 Meeting  
Upshur Co. OEM Office. Buckhannon, WV 26201

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33

Present: Bill Duranti, Susan Duranti Shannon Whited, Phyllis Sembello, Tom Hinchman

Approved

Leave: Jim Farry, Brad Montgomery

Unexcused:

**Minute of Silence and Pledge of Allegiance**

Meeting: Called to order at 6:00 PM by Tom Hinchman, Meeting minutes were read for the month of Oct. 2017. A motion was made and seconded to approve the minutes.

Treasure: As of today (Nov. 8, 2017) the account balance is \$2531.84. This is \$750 from the County Commission and \$1781.84 from our earnings being previously held by the LEPC. No change in the balance. A motion was made and seconded to approve the Treasure's.

Status of

Funding: Shannon reported that she isn't aware of any additional expenses at this time.

Update on

Training: Shannon reported for Brad stating that he had followed up with the American Red Cross and the cost of the card had indeed gone up from \$8 to \$12. The cost of a CPR/Firs Aid class now will go from \$30 per person to \$50 per person. Shannon suggested that in addition to the CPR class that we are planning this coming spring that we might want to look into having a different type of class other than the CERT class. The Council will continue to look for another possible training class.

Update on

Equipment: No new report on the CERT equipment. Shannon asked Tom if hē had checked on the animal trailer lately. He stated that he has not been able to but hopes to this spring with his team at the airport hangar if it is available. He thinks maybe that the vents need to be replaced this spring.

Grants: No new report.

Information

Sharing: Susan reported that CCC/CERT had received an invitation to attend the Upshur Co Youth Camp Meeting on 11/15/17 to look at the exhibits of the site design options for the camp at the Event Center at Brushy Fork in Buckhannon from 11 am to 3 pm. The Council held a discussion about the December meeting and a motion was made and seconded to dispense of the meeting.

Meeting: Training update: Future CERT classes:

Next Meeting

Date: January 10, 2018

Adjourned: 6:35 PM

Approved As Read:

Signed 1-10-18 Date S. Duranti Respectfully Submitted By: Susan Duranti, Secretary



**-Lewis-Upshur LEPC Meeting Minutes      November 15, 2017**

The Meeting was called to order by J Gum at 12:08 in Lewis County.

The Pledge of Allegiance and Moment of Silence was led by D Whittaker.

**Members Present:** See attached sign-in sheet.

**MINUTES APPROVAL**

Motion was made by J. Farry and seconded by W. Rowan to approve the minutes from the previous meeting. Motion was approved.

**TREASURES REPORT**

Motion was made by D Burnside and seconded by B Shreeve.

**Chairman's Comments:**

**Grant Updates:** The hazmat plan ( our contractor was to set a meeting with our fire chiefs and that has not yet happened. ) Friday the meeting is scheduled at the 911 center in Lewis County.

**Guest:** From Red Cross Wiley Creasey

**Committee Reports:**

**Membership:** Lists will be compiled and voted on as of January

**Bylaws:** Nothing to report.

**Public Education/Information:** Nothing to report.

**Annual Exercise Planning Team (HSEEP):** Still Waiting on J. Harvey Airport exercise is planned

**Hazard Assessment & Planning:** Nothing to report



**Tier II Reports:** None to report. However; Parkersburg fire has brought Tier 2 reports to attention again.

**Off Site Emergency Response Plans:** Nothing to Report

**Old Business:**

**New Business:** ESP has pulled out of Buckhannon

B Shreeve makes motion to forgo December meeting seconded by D. Burnside

Nominations and elections will occur in the January Meeting the 17<sup>th</sup>

**Membership Comments:**

Lewis County Health Department Needle exchange is Thursdays from 1-3 PM

The New hotel will have a pool and it will be a chlorine pool.

Oct 1 the merger with Mon Health Systems.

Upshur County passed the expansion of the clean indoor air act.

Upshur county flu shots they are getting 25% coverage of people getting flu shots.

Mr. Rowan brought up the FOIA request thought that would happen with it.

Upshur county health department has done 4 off site flu shot clinics.

Dirk, State Wide Interoperable Radio network is wanting to make a regional meeting for region 6&7

AT&T is making First net more usable and more widely available.

Burnsville tower will be moving IRP equipment.

APCO conference will be in April this year in Charleston.

Upshur OEM received the Homeland Security Grant for \$160,000 in radios which will be ordered soon.



Red Cross has gotten a lot of new volunteers, nurses and an Emergency response team. They had one person respond to the Texas Shooting and 3 for the Las Vegas Shooting.

Mass Care classes will be holding classes for mass care

Upshur County Cert Team is on hold until spring barring disasters

A motion to adjourn was made by. D Whittacre.



Elkins Road Public Service District  
Board of Directors' Regular Meeting  
December 5, 2017

COPY

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The regular monthly meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Monday, December 5, 2017.

Chair, Carey Wagner, called the meeting to order at 5:30 p.m. and led the group in the Pledge of Allegiance.

Members Present were: Chair-Carey Wagner, Secretary-Larry Heater and Board Member-Sonny Matthews

Staff Present were: Office Manager-Carolyn Douglas, Billing Clerk-Absent, System Operator-Dave Wamsley

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

Recognize that four (4) customers were present.

#### **APPROVAL OF MINUTES**

Minutes of November 7, 2017 Regular Monthly Meeting were presented for approval. **Sonny Matthews moved to approve the minutes of the meetings as presented. Larry Heater seconded the motion. Motion carried**

#### **APPROVAL OF FINANCIAL REPORTS/BILLS TO DATE**

Carey Wagner presented the Financial Report. **Sonny Matthews made a motion to approve financial report and pay the bills to date. Larry Heater seconded the motion. Motion carried**

#### **PHASE III EXTENSION PROJECT**

No invoices or updates this month

#### **MAINTENANCE REPORT**

Dave Wamsley, System Operator, presented the maintenance report for November. The Board and Dave Wamsley discussed ways to reduce unaccounted for water loss on the system. Dave explained a plan he will be implementing to help find leaks in our system to continue to reduce our water loss.



Elkins Road Public Service District  
Board of Directors' Regular Meeting  
December 5, 2017

**PERSONNEL**

**Carey Wagner made a motion to enter into Executive Session pursuant WV Code 6-9A-4. Sonny Matthews seconded. Motions carried. At 6:20 p.m. Carey Wagner made a motion to come out of Executive Session. Larry Heater seconded. Motion carried.** The Board approved a Christmas Bonus for the employees and contractors to be paid during the next pay period.

There being no further business, **the meeting adjourned on motion made by Sonny Matthews and seconded by Larry Heater.** Meeting adjourned at 6:35 p.m.

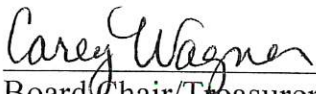
The next regular monthly meeting will be held on Tuesday, January 9, 2017 at 5:30 p.m.


Respectfully submitted:


ERPSD Board of Directors Secretary, Larry J Heater//CD

Attachments: Agenda  
Sign In Sheet  
Financial Report

Approved By:

  
Board Chair/Treasurer  
Carey Wagner

  
Secretary  
Larry Heater

  
Board Member  
Sonny Matthews

Note: Recorded Meeting



## Upshur County Fire Board Meeting December 19, 2017

Members Present: Joe Malcolm, Joe Gower, Terry Cutright, Clifton Shaw, and Larry Alkire  
Members Absent: Tom O'Neill and Linn Baxa

Others Present: Guest, Art Wilson and Toni Newman-Fire Fee Clerk

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

The meeting minutes from November 15, 2017, were reviewed. On motion by Terry Cutright, and second by Clifton Shaw, the Board moved to approve the minutes.

The Fire Fee Clerk reported the percentage of collected fees for 2017 is at 85%. The Fire Fee clerk has sent 678 reminders to customers with delinquent fees. All of Districts 1, 6, and 7 have been completed, most of District 4 as well.

The November disbursement from the Chief Tax Deputy was \$11,585.19. Checking account balance as of November 30, 2017, was \$133,633.48.

The following invoices were reviewed and approved upon motion by Larry Alkire and second by Clifton Shaw:

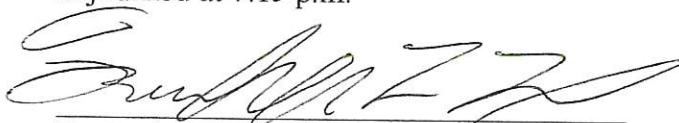
- Software Systems Invoice #31070---\$269.00---Maintenance Charge November
- County Commission reimbursement---P-Card(ink & toner)---\$410.88
- Hart Office Solutions---Invoice #149863--\$135.00---Maintenance

On motion by Joe Gower and second by Larry Alkire, the Board approved and signed the three-year audit contract with Ferrari and Associates, PLLC, in the amount of \$7,560.00.

There were no corrective tickets completed this month.

The Fire Fee Clerk provided 34 *Requests for Relief of Erroneous Assessment*. The Board approved all requests based on research from the Fire Fee Clerk and/or the Assessor's Office.

The next meeting of the Board will be January 16, 2018. There being no further business the meeting adjourned at 7:15 p.m.

  
Joe Malcolm, Chairman, Upshur County Fire Board  
Franklin Baxa

  
Larry B. Alkire  
Board Member