

Upshur County Commission Agenda

Location of Meeting: Upshur County Courthouse Annex
Date of Meeting: February 1, 2018

- 9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• January 25, 2018
- 1:00 p.m. Review property books *(will take place at Upshur County Administrative Annex – 91 West Main Street)*
- 3:00 p.m. Telephone conference with Fitzsimmons Law Firm regarding representation in potential opioid litigation *(will take place at Upshur County Administrative Annex – 91 West Main Street)*

Items for Discussion / Action / Approval:

1. Approval and signature of FFY 17 Stop Violence Against Women Act (VAWA) Grant Application.
Under separate cover
2. Approval of Upshur County Commission's mission statement for purposes of meeting grant requirements set by the WV Division of Justice and Community Services.
Page 1
3. Review and approval of the Upshur County Emergency Operations Plan Weather Emergencies-Annex M.
Page 2-16
4. Appointment of Ballot Commissioners for a two (2) year term to begin serving February 1, 2018.
Page 17
5. Order to approve the Number of Election Officials and Election Commissioners for the May 8, 2018 Primary Election.
Page 18-19
6. Order to approve the Number of Sets of Emergency Absentee Voting Commissioners for the May 8, 2018 Primary Election.
Page 20
7. Adopt Policy Extending Emergency Absentee Voting.
Page 21
8. Correspondence from Susan Roth announcing her resignation from the James W. Curry Library and Park Advisory Board, effective immediately.
Page 22
9. Correspondence from Patricia Tolliver requesting appointment to the James W. Curry Library and Park Advisory Board. Upon approval, Ms. Tolliver's term would expire on December 31, 2019.
Page 23
10. Correspondence from David H. Coffman, Upshur County Sheriff, requesting the employment of Crystal S. Linger as part-time Circuit Court Bailiff at the pay wage rate of \$11.50 per hour, effective February 5, 2018. Upon approval, Ms. Linger will work no more than 19 ½ hours per week.
Page 24
Item may lead to Executive Session per WV Code §6-9A-4

11. Correspondence from Nichole Campbell, full-time Housekeeper, announcing her resignation, effective February 2, 2018. Under separate cover
Item may lead to Executive Session per WV Code §6-9A-4
12. Approval of full-time housekeeping/custodial job advertisement. Applications must be received by 4:30 p.m. on Friday, February 16, 2018. The starting rate of pay is \$9.00 an hour with full county benefits. Page 25
13. Approve Invoices for Payment, Purchase Card Invoices for Payment, Budget Revisions / Financial Reports or Information, Correction of Erroneous Assessments, Exonerations/Refunds, Grant Updates / Requests for Reimbursements, Final Settlements, Vacation Orders, Consolidation of Land Tracts, Facility Maintenance Concerns or Updates, Road Name Requests, Project Reports / Updates, Request to Attend Meetings, Request for Day(s) Off.

For Your Information:

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

1. Correspondence from Ora L. Ash, Deputy State Auditor, regarding the levy estimate (budget) 2018-2019, the Assessor's Valuation Fund approved percentages and a budget sequence of events. Page 26-31
2. Correspondence from Charles K. McKinney, Assistant Chief Inspector of the Chief Inspector Division, including a copy of the audit report of the Upshur County Commission for the fiscal year ended June 30, 2016. This report is available for inspection in the office of the Upshur County Commission. Page 32
3. Newsletters and/or Event Notifications:

• Curry Courier	January 24, 2017	<u>Page 33-36</u>
• James W. Curry Public Library Calendar of Events	February 2018	<u>Page 37</u>
4. Agendas and/or Notice of Meetings:

• City Council of Buckhannon	February 1, 2018	<u>Page 38</u>
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5. Meeting Minutes:

• Wes-Mon-Ty RC&D Board of Directors	November 28, 2017	<u>Page 39-40</u>
• Adrian PSD – Phase VII Monthly Progress Meeting	December 7, 2017	<u>Page 41</u>
• Adrian PSD	December 14, 2017	<u>Page 42</u>
6. 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
- 02/07/18 4:00 p.m. Upshur County Public Library Board
- 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

7. Appointments Needed or Upcoming:

8. 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

These meetings will take place at the Upshur County Administrative Annex

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 16th day of February, 2018.

Next Regular Meeting of the Upshur County Commission
February 8, 2018 --- 9:00 a.m.
Upshur County Courthouse Annex

UPSHUR COUNTY COMMISSION

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

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

TDD Numbers
Business: 472-9550
Emergency: 911

MISSION STATEMENT

The mission of the Upshur County Commission is to provide superior public service and support which enables all county residents the opportunity to improve their quality of life, and enjoy the benefits of a safe, sustainable and progressive community in North Central West Virginia.

Dated: February 1, 2018

Samuel R. Nolte
Commission President

Terry B. Cutright
Commissioner

Troy A. Brady, III
Commissioner

An Equal Opportunity Employer

Upshur County Emergency Operations Plan Weather Emergencies Annex	
Weather Emergencies	Functional ANNEX M
Related Federal ESF #'s ESF # 2: Communications ESF # 5: Emergency Management ESF # 6: Mass Care Housing and Human Services ESF # 8: Public Health and Medical Services	Vulnerability Moderate

I. Introduction

Weather phenomenon is the cause of most natural disaster declarations. This annex will identify plan elements that should be referenced to prevent, prepare for, respond and recover from weather emergency events.

II. Flash Flooding

A. Situation:

1. Flash Flooding occurs when a large volume of rain falls over the same geographic area in a relatively short amount of time. The ensuing run off from higher to lower elevations can overflow streams and flood roadways and homes.
2. Risk to the county is moderate, with higher risk present in certain areas.
3. Flash flooding has historically caused damage in the region sufficient to cause:
 - a. Disaster declaration by the governor and/or the President of the United States.
 - b. Evacuation and permanent damage to residences.

- c. Damage to places of business interrupting the ability to conduct work.
- d. Damage to roadways sufficient to render them impassible.
- e. Utility infrastructure outages from flood damage.
- f. Eventual river flooding.

B. Prevention:

- 1. Remove debris from streams, creeks and storm drains.
- 2. Improve drainage.
- 3. Introduce better flood warning systems.

C. Preparation:

- 1. The National Weather Service initiates warning procedures for weather events when the potential exists for such an event to create an emergency or disaster.
- 2. Elements of Functional Annex C – Public Warning can expedite and enhance early warning measures.
- 3. The Emergency Management Director will consult the Flood Plain Coordinator and appropriate mapping of flood prone areas to identify critical infrastructure and potential HAZMAT that might be susceptible to compromise due to flooding.

D. Response:

- 1. In the event that flooding extends beyond the “nuisance” level, threaten life and property, or 911 calls for service due to flooding threaten to overwhelm the 911 center, the Emergency Operations Center may be activated to coordinate response and recovery efforts.
- 2. Mutual aid agreements between fire departments allow water rescue crews to respond to assist other jurisdictions with water rescue operations.

3. The Emergency Operations Center shall document damage reports, including those received from the National Weather Service.

E. Recovery:

Short-term Recovery

Though the recovery process can be conceptualized as beginning with the cessation of life-saving efforts, actions to promote the short-term recovery process should be conducted concurrently with response operations. Short-term recovery is better characterized by its focus on restoring the most services, infrastructure, and other functions which are most vital to the community.

Long-term Recovery

Long-term recovery is characterized by its focus on restoring the community to normalcy. While many of the short-term processes may still be ongoing well into the long-term recovery period, they will begin to shift emphasis towards economic, structural, social, and economic sustainability.

Functional Annex's – include, but are not limited to:

1. B – Communication
2. C – Notification and Warning
3. F – Sheltering and Mass Care
4. G – Health and Medical
5. J – Law Enforcement
6. K – Fire and Rescue



III. River Flooding

A. Prevention:

1. Maintain waterways.
2. Clear debris and or blockages.
3. Clear waterway banks of debris that can become a blockage.

B. Preparation:

1. River flooding can be anticipated following significant flash flooding. Effect may be isolated.
2. The National Weather Service initiates warning procedures for weather events when the potential exists for such an event to create an emergency or disaster.
3. Elements of Functional Annex C – Public Warning can expedite and compliment early warning measures.
4. Evacuation of residents from areas prone to river flooding before flooding will reduce risk.
5. The Emergency Management Director will consult the Flood Plain Coordinator and river flood plain mapping to identify critical infrastructure and potential HAZMAT that might be susceptible to compromise due to flooding and coordinate any protective action.

C. Response:

1. In the event that flooding extends beyond the “nuisance” level, threatening life and property, or 911 calls for service due to flooding threaten to overwhelm the E 911 Emergency Communication Center, the Emergency Operations Center may be activated to coordinate response and recovery efforts.
2. Mutual aid agreements between fire departments allow water rescue crews to respond to assist our jurisdictions with boat water rescue operations.
3. Initial response efforts should concentrate on protection of life, then protection of critical infrastructure.



4. The Emergency Operations Center will document damage to flooding, collected from the public, response personnel and the National Weather Service.

D. Recovery:

Short-term Recovery

Though the recovery process can be conceptualized as beginning with the cessation of life-saving efforts, actions to promote the short-term recovery process should be conducted concurrently with response operations. Short-term recovery is better characterized by its focus on restoring the most services, infrastructure, and other functions which are most vital to the community.

Long-term Recovery

Long-term recovery is characterized by its focus on restoring the community to normalcy. While many of the short-term processes may still be ongoing well into the long-term recovery period, they will begin to shift emphasis towards economic, structural, social, and economic sustainability.

Functional Annex's – includes, but not limited to,

1. B – Communication
2. C – Notification and Warning
3. D – Public Information
4. E – Evacuation
5. F – Sheltering and Mass Care
6. G – Health and Medical
7. I – Damage Assessment



IV. Winter Storm

A. Situation:

1. Winter storms can result in heavy snowfall and/or ice accumulation, causing travel difficulties and utility infrastructure failure.
2. The risk for a winter storm that causes a state-of-emergency declaration is moderate.
3. Winter storms generally cause temporary problems lasting a few days.
4. Large accumulations of wet snow can cause roofs and buildings to collapse.
5. Flooding can be a secondary event caused by melting snow.

B. Prevention:

1. WVDOH and city governments maintain equipment and supplies sufficient to clear blocked and icy roads.
2. Utility companies generally maintain infrastructure rights of way, reducing risk of damage.

C. Preparation:

1. The National Weather Service initiates warning procedures for weather events when the potential exists for such an event to create an emergency or disaster.
2. Elements of Functional Annex C – Public Warning, can expedite and enhance early warning measures.
3. Winter storms are usually predicted days in advance by the National Weather Service, providing an opportunity to conduct Public Warning.
4. Agencies tasked with clearing roadways and maintaining utilities will staff-up in the face of a significant storm.



D. Response:

1. Response may be delayed due to roadway blockages or icing.
2. Sheltering of the public may become necessary due to power failures.

E. Recovery:

1. Necessary recovery efforts will be minimal unless complicated by flooding.

V. Tornado/Wind Storm

A. Situation:

1. Tornadoes and microburst wind storms can strike any part of the metropolitan area.
2. Tornadoes and microburst wind storms can cause damage to trees, structures, utility infrastructure and public safety communications facilities.
3. According to the National Weather Service, microburst wind storms, or straight-line winds, can cause damage to the same extent as a tornado.
4. These events pose a significant life safety threat to the public.
5. Damage from these events will be limited to the path of the storm and not likely to affect the entire metropolitan area.
6. The abundance of manufactured housing utilized in the area poses vulnerability.
7. Tornadoes and wind storms can occur in any month, but most frequently during the spring and early summer months.
8. The National Weather Service possesses the technology to observe potential, in-progress tornadic storms by the use of Doppler radar.
9. Tornadoes and microburst storms can occur with little, or no warning.

10. These storms move quickly, passing a given point within minutes.

B. Prevention:

1. Since these storms cannot be prevented, public education creates awareness that dangerous storms can, and do, occur.
2. The National Weather Service conducts public awareness campaigns and weather spotter classes to educate the public.
3. Identification of critical infrastructure can provoke measures to protect those assets from damage.

C. Preparation:

1. The National Weather Service initiates warning procedures for weather events when the potential exists for such an event to create an emergency or disaster.
2. Elements of Functional Annex C – Public Warning, can expedite and enhance early warning measures.
3. Since these storms occur quickly and with little, or no, warning, utilization of all available public warning assets should be carefully considered.
4. Public safety response personnel will be kept informed as to the status of dangerous storms and will take measures to protect themselves when such measures become necessary.

D. Response:

1. The county should anticipate that the 911 center will be overwhelmed with radio traffic and calls from the public as the storm passes.
2. Response personnel will, as necessary, take steps to protect themselves from the storm.
3. Debris removal assets will be needed immediately following the storm to clear blocked roadways.

4. The EOC will document all damage to its jurisdiction, including that information received by the National Weather Service.

E. Recovery:

Short-term Recovery

Though the recovery process can be conceptualized as beginning with the cessation of life-saving efforts, actions to promote the short-term recovery process should be conducted concurrently with response operations. Short-term recovery is better characterized by its focus on restoring the most services, infrastructure, and other functions which are most vital to the community.

Long-term Recovery

Long-term recovery is characterized by its focus on restoring the community to normalcy. While many of the short-term processes may still be ongoing well into the long-term recovery period, they will begin to shift emphasis towards economic, structural, social, and economic sustainability.

VI. Extreme Heat

F. Situation:

1. Heat kills by pushing the human body beyond its limits. In extreme heat and high humidity, evaporation is slowed and the body must work extra hard to maintain a normal temperature.
2. Most heat disorders occur because the victim has been overexposed to heat or has over-exercised for his or her age and physical condition. Older adults, young children, and those who are sick or overweight are more likely to succumb to extreme heat.

F. Preparation:

1. Elements of Functional Annex C – Public Warning, can expedite and enhance early warning measures.



2. Install window air conditioners snugly; insulate if necessary.
3. Public safety response personnel will be kept informed as to the status of dangerous heat and will take measures to protect themselves when such measures become necessary.
4. The county should anticipate that the 911 center will be overwhelmed with radio traffic and calls from the public as the heat emergency increases.
5. Electric power may be susceptible to damage and, at the same time, be most essential for recovery from the effects of an extreme heat emergency.
6. Certain citizens will be vulnerable to heat exhaustion and heat stroke during heat emergencies.

G. Prevention:

Elderly persons, small children, chronically ill and individuals with physical disabilities/limitations. Included are also those persons on certain medications or drugs (especially tranquilizers and anticholinergics), and persons with weight and alcohol problems are particularly susceptible to heat reactions, especially during heat waves in areas where a moderate climate usually prevails.

1. **Slow Down.** Strenuous activities should be reduced, eliminated or rescheduled to the coolest time of the day. Individuals at risk should stay in the coolest available place not necessarily indoors.
2. **Dress for Summer.** Lightweight, light-colored clothing reflects heat and sunlight, and helps your body maintain normal temperatures.
3. **Drink plenty of water or other non- alcoholic beverages.** Your body needs water to keep cool. Drink plenty of fluids even if you don't feel thirsty. People who (1) have epilepsy or heart, kidney, or liver disease, (2) are on fluid restrictive diets or (3) have a problem with fluid retention should consult a physician before increasing their consumption of fluids.
4. **Do not take salt tablets unless specified by physician.** Persons on salt restrictive diets should consult a physician before increasing their salt intake.

5. **Spend more time in air-conditioned places.** Air conditioning in homes and other buildings markedly reduces the danger from the heat. If you cannot afford an air conditioner, spending some time each day (during hot weather) in an air-conditioned environment affords some protection.
6. **Do not get too much sun.** Sunburn makes the job of heat dissipation that much more difficult.
7. **HEAT STROKE IS A SEVERE MEDICAL EMERGENCY.** SUMMON EMERGENCY MEDICAL ASSISTANCE OR GET THE VICTIM TO A HOSPITAL IMMEDIATELY. DELAY CAN BE FATAL. (ex) person stops sweating completely, has a seizure or altered mental status. These are indicators of this event.

H. Response:

1. Elements of Functional Annex C – Public Warning, can expedite and enhance early warning measures.
2. The county should anticipate that the 911 center will be overwhelmed with radio traffic and calls from the public as the heat emergency increases.
3. Public safety response personnel will be kept informed as to the status of dangerous heat and will take measures to protect themselves when such measures become necessary.
4. During prolonged heat emergencies Upshur County Emergency Operations center will be activated with appropriate number of personnel.
5. During prolonged extreme heat emergencies, the Upshur County Office of Emergency Management will open cooling stations throughout the county.

I. Recovery:

- Recovery should be limited once the Heat Emergency has concluded.

VII. Extreme Cold

G. Situation:

1. One of the gravest dangers of winter weather is wind chill. The wind chill is based on the rate of heat loss from exposed skin by combined effects of wind and cold. As the wind increases, heat is carried away from the body at an accelerated rate, driving down the body temperature. Animals are also affected by wind chill.

J. Preparation:

1. Elements of Functional Annex C – Public Warning, can expedite and enhance early warning measures.
2. Limit the time outside on extremely cold days.
3. Stock emergency supplies (blankets, fire extinguisher, first aid kit, flashlight, battery powered radio, extra batteries, manual can opener), as well as several days' supply of canned/prepared foods, medications, and extra drinking water in case your pipes freeze.
4. Use care when heating your home with a fireplace, wood stove, or space heater, and make sure you have a functioning smoke detector and carbon monoxide detector.
5. During especially cold weather or a power outage, check daily on elderly neighbors and relatives who live alone.

K. Response:

1. Elements of Functional Annex C – Public Warning, can expedite and enhance early warning measures.
2. The county should anticipate that the 911 center will be overwhelmed with radio traffic and calls from the public as the extreme cold emergency increases.

3. Public safety response personnel will be kept informed as to the status of dangerous cold and will take measures to protect themselves when such measures become necessary.
4. During prolonged cold emergencies Upshur County Emergency Operations center will be activated with appropriate number of personnel.
5. During prolonged extreme cold emergencies, the Upshur County Office of Emergency Management will open warming stations throughout the county.
6. During prolonged cold emergencies the Upshur County Emergency Manager will coordinate with area Fire Departments to evacuate the elderly and handicap citizens affected to warming stations.

L. Recovery:

- Recovery should be limited once the extreme cold event has concluded.

Terms and Definitions

1. **Excessive Heat Outlook:** When the potential exists for an excessive heat event in the next 3 to 7 days. An outlook is used to indicate that a heat event may develop. It is intended to provide information to those who need considerable lead time to prepare for the event, such as public utilities, emergency management and public health.
2. **Excessive Heat Watch:** Conditions favorable for an excessive heat event to meet/exceed heat warning criteria in the next 12 to 48 hours.
3. **Heat Advisory:** Heat index of 105°F daytime and/or 80°F nighttime.
4. **Excessive Heat Warning:** Heat Index at least 115°F for 3 hours or more, with minimum nighttime heat index at or above 80°F or based on the heat health watch warning system.
5. **Winter Storm Outlook:** Issued prior to a Winter Storm Watch. The outlook is given when forecasters believe winter storm conditions are possible and are

usually issued 48 to 60 hours in advance of a winter storm. Tornadoes and microburst storms can occur with little, or no warning.

6. **Winter Storm Watch:** Alerts the public to the possibility of a blizzard, heavy snow, freezing rain, or heavy sleet. Winter Storm Watches are usually issued 12 to 36 hours before the beginning of a Winter Storm.
7. **Winter Storm Warning:** Issued when a combination of heavy snow, heavy freezing rain, or heavy sleet is expected. Winter Storm Warnings are usually issued six to 24 hours before the event is expected to begin.
8. **Freeze Watch:** Conditions are favorable for a freeze event to meet or exceed Freeze Warning criteria in the next 12 to 48 hours.
9. **Freeze Warning:** Any time minimum temperature is expected to be $\leq 28^{\circ}\text{F}$ for a minimum of two consecutive hours at two or more locations within the zone.
10. **Wind Chill Advisory:** Issued when wind chill temperatures are expected to be between 20 below and 34 degrees below zero.
11. **Wind Chill Warning:** Issued when wind chill temperatures are expected to be less than 34 degrees below zero.
12. **Flash flood Watch:** Issued when conditions are favorable for flash flooding it does not mean flash flooding will occur but it is possible.
13. **Flash Flood Warning:** Issued when flash flooding is occurring.
14. **Flood Watch:** Issued when conditions are favorable for flooding.
15. **Flood Warning:** Issued when flooding is imminent or occurring.
16. **River Flood Watch:** Issued when river flooding is possible at one or more forecast points along a river.
17. **River Flood Warning:** Issued when river flooding is occurring or imminent at one or more forecast points along a river.
18. **Wind Advisory:** Issued when the following conditions are expected, sustained winds of 31 to 39 mph for an hour or more or wind gusts of 46 to 57 mph for any duration.



19. **Extreme Wind Warning:** Issued for surface winds of 100 knots (115 MPH) or greater associated with non-convective, downslope, derecho (NOT associated with a tornado), or sustained hurricane winds are expected to occur within one hour.
20. **Severe Thunderstorm Watch:** Issued when severe thunderstorms are possible in and near the watch area. It does not mean that they will occur. It only means they are possible.
21. **Severe Thunderstorm Warning:** Issued when severe thunderstorms are possible in and near the watch area. It does not mean that they will occur. It only means they are possible.
22. **Tornado Watch:** Issued when severe thunderstorms and tornadoes are possible in and near the watch area. It does not mean that they will occur. It only means they are possible.
23. **Tornado Warning:** issued when a tornado is imminent. When a tornado warning is issued, seek safe shelter immediately.

H. REFERENCES

- National Weather Service
- Weather.gov
- FEMA.gov

January 30, 2018

Pursuant to Chapter 3, Article 1, Section 19 of the West Virginia Code, as amended, the undersigned hereby appoints the following Ballot Commissioners to serve in Upshur County, West Virginia. To begin serving on February 1, 2018, for a term of two years.

Republican Ballot Commissioner:

Vernon Bennett

Buckhannon, WV 26201

Vernon Bennett will serve until May 8, 2018 and then be replaced by:

Patricia L. Adams

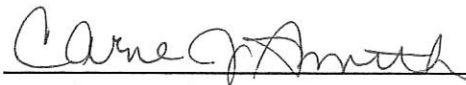
Buckhannon, WV 26201

Democratic Ballot Commissioner:

Donna S. Matthews

Buckhannon, WV 26201

Said Ballot Commissioners shall perform the duties of such Commissioners at all general, special and primary elections held in Upshur County or any magisterial district thereof during their term of office.



Carol J. Smith

Upshur County Clerk

Chairman of the Board of Ballot Commissioners

February 1, 2018

In compliance with WV Code § 3-1-29, the Upshur County Commission approved the following Republican election boards for the following precincts for the Primary Election to be held on May 8, 2018.

- #4 – Arlington Community Building– 2 Commissioners; 1 Clerk, 1 Alternate
- #6 – Rock Cave Grade School – 2 Commissioners; 1 Clerk, 1 Alternate
- #7 – Selbyville Fire Department – 2 Commissioners; 1 Clerk, 1 Alternate
- #8 – Buckhannon Academy School - 2 Commissioners; 1 Clerk, 1 Alternate
- #9 – Courthouse Annex - 2 Commissioners; 1 Clerk, 1 Alternate
- #12 – Vo Tech School - 2 Commissioners; 1 Clerk, 1 Alternate
- #14 – Buckhannon Academy School - 2 Commissioners; 1 Clerk, 1 Alternate
- #16 – Brushy Fork Community Building - 2 Commissioners; 1 Clerk, 1 Alternate
- #18 – Vo Tech School - 2 Commissioners; 1 Clerk, 1 Alternate
- #19 – BU Middle School - 2 Commissioners; 1 Clerk, 1 Alternate
- #20 – BU Middle School - 2 Commissioners; 1 Clerk, 1 Alternate
- #25 – French Creek School - 2 Commissioners; 1 Clerk, 1 Alternate
- #27 – French Creek School - 2 Commissioners; 1 Clerk, 1 Alternate
- #33 – Excelsior Community Building - 2 Commissioners; 1 Clerk, 1 Alternate
- #35 – Union District School - 2 Commissioners; 1 Clerk, 1 Alternate
- #37 – Union District School - 2 Commissioners; 1 Clerk, 1 Alternate
- #38 – Hodgesville School - 2 Commissioners; 1 Clerk, 1 Alternate
- #39 – Hodgesville School - 2 Commissioners; 1 Clerk, 1 Alternate
- #40 – BU Middle School - 2 Commissioners; 1 Clerk, 1 Alternate
- #44 – BU Middle School - 2 Commissioners; 1 Clerk, 1 Alternate
- #47 – Washington District School - 2 Commissioners; 1 Clerk, 1 Alternate

President

Commissioner

Commissioner

February 1, 2018

In compliance with WV Code § 3-1-29, the Upshur County Commission approved the following Democrat election boards for the following precincts for the Primary Election to be held on May 8, 2018.

- #4 – Arlington Community Building– 1 Commissioner; 1 Clerk, 1 Alternate
- #6 – Rock Cave Grade School – 2 Commissioner; 1 Clerk, 1 Alternate
- #7 – Selbyville Fire Department – 1 Commissioner; 1 Clerk, 1 Alternate
- #8 – Buckhannon Academy School - 1 Commissioner; 1 Clerk, 1 Alternate
- #9 – Courthouse Annex - 1 Commissioner; 1 Clerk, 1 Alternate
- #12 – Vo Tech School - 1 Commissioner; 1 Clerk, 1 Alternate
- #14 – Buckhannon Academy School - 1 Commissioner; 1 Clerk, 1 Alternate
- #16 – Brushy Fork Community Building - 1 Commissioner; 1 Clerk, 1 Alternate
- #18 – Vo Tech School - 1 Commissioner; 1 Clerk, 1 Alternate
- #19 – BU Middle School - 1 Commissioner; 1 Clerk, 1 Alternate
- #20 – BU Middle School - 1 Commissioner; 1 Clerk, 1 Alternate
- #25 – French Creek School - 1 Commissioner; 1 Clerk, 1 Alternate
- #27 – French Creek School - 1 Commissioner; 1 Clerk, 1 Alternate
- #33 – Excelsior Community Building - 1 Commissioner; 1 Clerk, 1 Alternate
- #35 – Union District School North - 1 Commissioner; 1 Clerk, 1 Alternate
- #37 – Union District School South - 1 Commissioner; 1 Clerk, 1 Alternate
- #38 – Hodgesville School - 1 Commissioner; 1 Clerk, 1 Alternate
- #39 – Hodgesville School - 1 Commissioner; 1 Clerk, 1 Alternate
- #40 – BU Middle School - 1 Commissioner; 1 Clerk, 1 Alternate
- #44 – BU Middle School - 1 Commissioner; 1 Clerk, 1 Alternate
- #47 – Washington District School - 1 Commissioner; 1 Clerk, 1 Alternate

President

Commissioner

Commissioner

February 1, 2018

In compliance with WV Code § 3-3-5c(b), the Upshur County Commission approved to appoint one team of Emergency Absentee Ballot Commissioners for the Primary Election to be held on May 8, 2018.

These commissioners shall comprise one Republican and one Democrat. This team will deliver emergency absentee ballots, and must be available to do so from May 1, 2018 through May 8, 2018 at noon.

President

Commissioner

Commissioner

EMERGENCY ABSENTEE VOTING POLICY

WHEREAS, WV Code §3-3-5c authorizes County Commissions in West Virginia to adopt a policy extending emergency absentee voting procedures in their County; and

WHEREAS, it is the opinion of this Commission that the adoption of such a policy would benefit the citizens of Upshur County:

THE FOLLOWING POLICY IS HEREBY ADOPTED BY THIS COMMISSION

A person qualified to vote an absent voter's ballot, as defined by West Virginia Code §3-3-1, who is admitted on or after the seventh day next preceding an election, to:

(1) A hospital or other duly licensed health care facility within a County adjacent to Upshur County or within thirty-five miles of the County Seat of Upshur County, for medical treatment; or

(2) A nursing home within the County;

And who remains confined and is unable to vote in person on election day, may vote an emergency voter's ballot under the procedures set forth in West Virginia Code §3-3-5c.

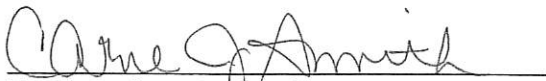
Dated this 1st day of February, 2018

Upshur County Commission

President

Commissioner

Commissioner


Upshur County Clerk



From: "Susan Roth" <roth_s@wvwc.edu>
To: clwallace@upshurcounty.org
Subject: Resignation
Date: 1/22/2018 1:13:54 PM

Good afternoon, Carrie—

I'm sorry to say that effective immediately I will be resigning from the advisory board for Curry Library. The library here has expanded hours for the Spring, despite the loss of four members of our staff, and I will no longer be able to attend meetings. I've informed Judith, and she advised me that I needed to send a letter of resignation to you. If email is insufficient, I will send you a print copy if you will let me know where to send it. I have very much enjoyed my time with the board, and will miss them all. Please pass my regrets along to the rest of the board.

Best regards,

Susan Roth

Cataloger

AMP Library

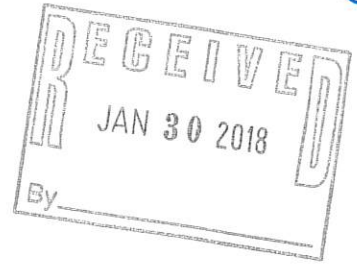
WV Wesleyan College

Business email: roth_s@wvwc.edu

Personal email: cataloguethis@gmail.com

23

January 24, 2018



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

Dear Commission Members:

It has come to my attention, that there is an opening on the Curry Library Advisory Board. As a retired librarian living in the Curry Library/Brooks Hill area, I would be interested in serving on the Board. I have worked in special, academic, and public libraries in West Virginia. Thank you for your consideration.

Patricia Tolliver

Patricia Tolliver

French Creek, WV 26218

Upshur County Sheriff's Office

24

DAVID H. COFFMAN, SHERIFF

Heather D. Parke
Chief Deputy
Tax Division

38 W. Main Street, Room 101 • Buckhannon, WV 26201
Tax Office Phone: 304-472-1180 • Law Enforcement Phone: 304-472-1182
Tax Office Fax: 304-472-0937 • Law Enforcement Fax: 304-472-4547

Michael R. Kelley
Chief Deputy
Law Enforcement

February 1, 2018

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

Dear Commissioners:

After the proper advertising, testing and interviewing of applicants for the part-time position of Circuit Court Bailiff, I respectfully request your approval of Crystal Sue Linger to fill this position. A background check has been completed for this applicant.

With your approval, Mrs. Linger will begin employment on February 5, 2018. Her rate of pay will be \$11.50 per hour for 19.5 hours per week.

Respectfully,



David H. Coffman
Sheriff
Upshur County



Housekeeping / Custodial Services
Full Time - \$9.00 per Hour

The Office of the Upshur County Commission is accepting applications for a full-time housekeeping / custodial services position. The position will include the county benefit package available to full-time employees. Individual will be responsible for assisting in the cleaning and/or upkeep of buildings and other duties as assigned. Applicants will be subject to a background investigation. Individuals may obtain an application from the Office of the Upshur County Commission located in the Administrative Annex at the address listed below during the normal business hours of 8:00 am until 4:30 pm, Monday through Friday. Applications must be received or delivered to the Office of the Upshur County Commission before close of business on February 16, 2018. Applications should be returned to the following address:

Office of the Upshur County Commission
Carrie L. Wallace, County Administrator
91 W. Main St., Suite 101
Buckhannon WV 26201

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



State of West Virginia
John B. McCuskey

State Auditor

Office of the State Auditor
Local Government Services
153 West Main Street, Suite C
Clarksburg, West Virginia 26301



Toll Free: (877) 982-9148
Telephone: (304) 627-2415
Fax: (304) 627-2417
www.wvsao.gov

January 22, 2018

TO: ALL COUNTY COMMISSIONS AND COUNTY CLERKS
STATE OF WEST VIRGINIA

RE: LEVY ESTIMATE (BUDGET) 2018-2019

In accordance with W. Va. Code § 11-8-10, as amended, each county commission is required to submit an estimate of revenues and expenditures to the State Auditor for approval. We have posted on our web-site the official Levy Estimate-Budget Document prescribed by our office.

We have continued to refine and improve our procedures, which will further automate the budget process. If this format is completed correctly, it will perform several checks and alert you of some potential errors or omissions. The instructions in the budget will give you more details concerning the format. We have also posted on our web-site step-by-step instructions for completing and filling out the forms. These procedures will also be covered in our "County Budget Workshops."

If the entity uses the electronic format, the budget may be submitted to our office for approval via email. **The budget must be submitted by the county clerk or his/her designated employee and so stated in the email.** Submitting the budget via email will facilitate the approval process and allow us to respond to you more quickly. **There is a certification statement and recap sheet included in the budget that must be completed, signed and forwarded to our Clarksburg office by the county clerk.**

Submitting the budget via email is only an option. **The entity may continue to submit a hard copy of the approved budget to the Clarksburg office.** However, we recommend that this file be completed and submitted to the WVSAO electronically via e-mail. **Please do not submit both electronically and by mail.**

(27)

If incorrect and/or outdated forms are submitted to our office your levy estimate-budget may be returned for correction and will not be considered received until the correct forms are submitted.

We have enclosed a "Sequence of Events" that will assist you in understanding and meeting the timeframes involved in the budget process.

The Property Valuation Training and Procedures Commission met on January 18, 2018 for the purpose of reviewing and subsequently approving the FY 2018-2019 assessor's valuation fund budget for each of the 55 counties. Enclosed in this mailing are the percentages approved for funding the assessor's valuation fund.

A manual titled "County Government Guideline to the Budget Process" has been prepared to assist counties in preparing their budgets. We have made them available to county officials that have attended our budget workshops. It is also available and can be downloaded from our website, www.wvsao.gov. To access this information, select the following links:

Local Government
County Government
County Guideline to the Budget Process

Please feel free to contact this office at any time if we may be of further assistance. The telephone numbers and extensions are:

Telephone Numbers		Extension
Clarksburg Local	304-627-2415	Ora Ash 5114
Toll Free:	877-982-9148	Shellie Humphrey 5119
Charleston Switchboard	304-558-2261	Tiffany Hess 5118
		Karen Drain 5101

Sincerely,



Ora L. Ash, Deputy State Auditor
Local Government Services Division

Enclosures: Budget Sequence of Events
Assessor Valuation Percentages



County	2018-19 Approved
Barbour	2%
Berkeley	2%
Boone	2%
Braxton	2%
Brooke	1.75%
Cabell	1.80%
Calhoun	2%
Clay	2%
Doddridge	1.00%
Fayette	2%
Gilmer	2%
Grant	1.85%
Greenbrier	2%
Hampshire	2%
Hancock	1.50%
Hardy	1.80%
Harrison	2%
Jackson	2%
Jefferson	1.80%
Kanawha	2%
Lewis	2%
Lincoln	2%
Logan	2%
Marion	1.50%
Marshall	1.75%
Mason	2%
McDowell	2%
Mercer	2%
Mineral	2%
Mingo	2%
Monongalia	2%
Monroe	2%
Morgan	2%
Nicholas	2%
Ohio	2%
Pendleton	2%
Pleasants	2%
Pocahontas	2%
Preston	2%
Putnam	2%
Raleigh	2%
Randolph	2%
Ritchie	2%
Roane	2%
Summers	1.85%
Taylor	2%
Tucker	1.85%
Tyler	2%
Upshur	2%
Wayne	2%
Webster	2%
Wetzel	1.85%
Wirt	2%
Wood	2%
Wyoming	2%

County	2018-19 Approved
Barbour	2%
Berkeley	2%
Boone	2%
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Grant	1.85%
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Hampshire	2%
Hancock	1.50%
Hardy	1.80%
Harrison	2%
Jackson	2%
Jefferson	1.80%
Kanawha	2%
Lewis	2%
Lincoln	2%
Logan	2%
Marion	1.50%
Marshall	1.75%
Mason	2%
McDowell	2%
Mercer	2%
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Mingo	2%
Monongalia	2%
Monroe	2%
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Ohio	2%
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Upshur	2%
Wayne	2%
Webster	2%
Wetzel	1.85%
Wirt	2%
Wood	2%
Wyoming	2%

Sequence of Events

A THOROUGH STUDY OF THE FORMS AND CAREFUL PREPARATION OF THE BUDGET DOCUMENT WILL SAVE TIME, LABOR, AND INCONVENIENCE TO ALL CONCERNED. YOUR ATTENTION TO THE FOLLOWING SUGGESTIONS WILL PROVE HELPFUL.

BUDGET MEETINGS:

Between March 7 and March 28 of each year the County Commission must meet to construct the budget for the next fiscal year. During this period every elected official, governmental agency, and organization seeking financial support, must appear before the County Commission to list the projected requirements for the coming year.

SUBMITTING BUDGET:

If the entity uses the electronic format, the budget may be submitted to our office for approval via email. **The budget must be submitted by the county clerk or his/her designated employee and so stated in the email.** Submitting the budget via email will facilitate the approval process and allow us to respond to you more quickly. **There is a certification statement and recap sheet included in the budget that still must be completed and mailed to our Clarksburg office by the county clerk.**

Submitting the budget via email is only an option. **The entity may still continue to submit a hard copy of the approved budget to the Clarksburg office.** However, we recommend that this file be completed and submitted to the WVSAO electronically via e-mail. **Please do not submit both electronically and by mail.**

If you choose to file electronically, please use the following e-mail address:

lgs@wvsao.gov

Any budget documents being mailed to us must be mailed to the Clarksburg office at:

West Virginia State Auditor's Office
Local Government Services
153 West Main Street, Suite C
Clarksburg, WV 26301

The Levy Estimate-Budget must be submitted to our **Clarksburg office** between **March 7** and **March 28**. The meeting at which the governing body adopts the budget will stand adjourned until the third Tuesday in April (April 17)

PUBLICATION OF BUDGET DOCUMENT:

After County Commission adopts the Budget, the entity must begin publication. The Budget Document must be published once a week for two consecutive weeks in TWO (2) newspapers of general circulation and of opposite politics published in the area. If the area has only one such newspaper, publish in only that newspaper for two weeks. Immediately after the commission adopts the Budget, each elected official should receive a copy of their detailed request for appropriation outlining the amount the county commission has approved for the operation of their respective office.

AUDIT AND REVIEW BY THE STATE AUDITOR:

The State Auditor's Office will audit and review the Budget Document. Prior to the third Tuesday in April, the Auditor's Office will notify the entity by letter of the results of this audit and review. **If the auditor's office requires any changes, these changes must be made immediately and the auditor's office notified of the changes.**

LAYING THE LEVY:

Each entity **MUST MEET** on the **THIRD TUESDAY IN APRIL**, to officially lay the levy. This entails the hearing of objections and the adoption of the levy rates to be used during the next fiscal year. An original certified copy of the Levy Order and Rate Sheet must be mailed to the State Auditor's Local Government Services Division within three (3) days after the third Tuesday in April.



State of West Virginia

John B. McCuskey

**State Auditor and
Chief Inspector**

**Office of the State Auditor
Chief Inspector Division
State Capitol, Building 1, Suite W-100
1900 Kanawha Boulevard, East
Charleston, West Virginia 25305**

**Toll Free: (877) 982-9148
Telephone: (304) 558-2540
Fax: (304) 205-6033
www.wvsao.gov**

January 18, 2018

Honorable Terry B. Cutright, President
Upshur County Commission
91 W. Main Street, Suite A
Buckhannon, West Virginia 26201

Dear Mr. Cutright:

Enclosed is a copy of the audit report of the Upshur County Commission for the fiscal year ended June 30, 2016. As the recipient, you are required to notify all members of the governing body of the receipt of this report and related correspondence and to make the contents available for inspection by all such officers. You are also advised that this report, under the provisions of West Virginia Code § 6-9-9a, is considered public information and must be made available for public inspection. Your audit is posted to the West Virginia State Auditor's website at <http://www.wvsao.gov/ChiefInspector/Default>. You can also contact us if you would like to receive further copies of the report directly from us.

We are pleased to note that the audit report does not contain instances of noncompliance. However, it does contain internal control weaknesses, and it remains the responsibility of all members of the governing body to review the audit report and strive to maintain a high quality of service for the community.

If I can be of further assistance, please do not hesitate to contact this office.

Very truly yours,

Charles K. McKinney
Assistant Chief Inspector
Chief Inspector Division

CKM/et

Enclosure

cc: Hon. Dustin Zickefoose
Assessor

Hon. Carol J. Smith
County Clerk

Hon. David E. Godwin
Prosecuting Attorney

Hon. Brian P. Gaudet
Circuit Clerk

Hon. David H. Coffman
Sheriff



CURRY COURIER

January 24, 2017

Volume 3, Number 3

12/27/2017 - 1/24/2018

• Library/Park Deposits

Copies: \$56.80

Faxes: \$13.50

Fines: \$0.00

Donations: \$0.00

Total Library: \$70.30

Camp receipts: \$0.00

Vending Machines: NA

Total Park: \$0.00

• Statistical Report

Users: 119

Computer Users: 34

Wireless Users: 12

Circulation: 265

Reference:

In House: 33

Phone: 123

Internet: 2

Campsites: 2

Pavillions: 0

Copies: 1134

Faxes: 22

Library Cards: 6

Hunting Permits: 0

Books cataloged:

This reporting period 157

Total items cataloged 5871

STAFF REPORT

January is the month we catch our breath. Our last big program for 2017, the Curry Santa's Workshop Christmas is behind us and our thoughts turn to the annual report, Money Smart Week in April, and our Libraries Rock! Summer Reading fast on its heels. Time to work on the Lego/White Board for the fundraising raffle, repairing the Story Trail panels, cataloging, and searching for grants.

The weather has not been kind to us this month with bad road conditions forcing cancellation of 5 programs. If you think programs don't matter, notice that the 5 cancellations significantly affected our total attendance and circulation. The harsh weather conditions have made our regular Sit and Be Fit attendees opt for not coming out. The flu has also taken its toll on attendance with several families citing that as the reason for not coming out. However, it is winter in West Virginia, and 'tis the season of cancellations, rescheduling's, school closings, and long commutes.

On the grant front, we were invited to submit a grant proposal to the ACP Charitable Giving and the Dominion Foundation. Our grant request for \$5000.00 is to provide the infrastructure to run a coding club. Computer programming education is currently among the highest impact opportunities for library programming. Research shows that not only will programs like the one proposed provide skills for future job placement in a high paying field, but it teaches children how to think rationally, a much needed skill set for today's youth. Laptop computers, charging stations, tablets, and educational software are all required in order to offer a code club. We will also apply funds towards a third party coding program provider, Prenda. Prenda has a service package designed to enable libraries to run successful code clubs through one on one training with the librarian, software that teaches the children how to code, and ongoing support to help ensure the program is a success. The annual subscription for their services is very reasonable, and this proposal is requesting funds to cover one year of services. Our request also includes funds for 4 Fire 7 Kids Edition Tablets, 7" Display, 16 GB, Blue Kid-Proof Case (which open the program to non-readers), 4 ASUS Chromebooks C300SA Compact 13.3 Inch, 2 2018 Dell 15 3000 Flagship Touchscreen Laptops (one to replace obsolete circulation laptop), 1 Datum 10 port Laptop Charging Depot, and approximately \$600.00 for publicity, shipping, books, and program start-up and support costs. The Curry Coding Club would be initiated as part of our Summer Reading Program with a view to making it a year round program if possible. The addition of the chrome books will aid in meeting the technology needs anticipated resulting from an influx of pipeline workers and families, while providing a much needed service for our community.

• **Program Recap**

Family Storytime:

5 programs: 8 children, 7 adults: 2 cancellation due to weather

Adult Yoga for Health

5 programs: 7 adults: 1 cancellation due to weather

Sit & Be Fit

3 programs: 0 adults: 1 cancellation due to weather

Beginning Links Preschoolers

2 program: 4 children, 2 adults: 1 cancellation due to weather

• **Agenda items for 3/28/18**

Change in copier prices
4-wheeler encroachment

Contact Us

If you have items you wish to appear on the Agenda for March 2017, please contact

Carrie Wallace:

304-472-0535

ciwallace@upshurcounty.org

or me:

304-924-6724

jllwilliams@upshurcounty.org

Also on the grant front, we are in the process of writing the proposal for a Dollar General Literacy Foundation grant for funds to expand our Summer Reading program. Submission deadline for this grant is February 22nd, 2018 with award announcements to follow in May 2018.

Wondering about the Year in Review? The James W. Curry Public Library and Park Annual Report 2017 will be presented to the Upshur County Commission on February 15th, 2018 at 9:05 am. You are all invited to attend.

2018: THE YEAR AHEAD

UPCOMING EVENTS:

January 30th: Family Storytime, 5:45 pm – "Tracks in the snow"

February 2nd: Family Storytime, 5:45 pm "Quilts"

February 7, 14, 21, and 28th: Adult Yoga for Health, 5:45 pm

February 1, 8, 15, and 22nd: Sit and Be Fit, 1:00 pm

February 13th: Family Storytime, 5:45 pm "Year of the Dog"

February 16th: Title 1 Beginning Links Preschool program, 1:00 pm

February 19th: CLOSED in observance of President's Day

February 20th: Family Storytime, 5:45 pm "Humble Pie"

February 27th: Family Storytime, 5:45 pm "Nar-what?"

March 28th: Advisory Board Meeting, 10:00 am

April 5 & 6th: WVLA Spring Fling, Summerville, WV

April 21st: Kick off to Money Smart Week (financial literacy) with an "Opoly" Tournament – 1:00 – 3:00 pm

April 25th: Advisory Board Meeting – 10:00 am

May 23rd: Advisory Board Meeting – 10:00 am

June 5th: Tentative start of Libraries Rock! Summer Reading Program – 5:45 pm

June 27th: Advisory Board Meeting – 10:00 am

July 21st: Libraries Rock! Talent Show Time TBD

July 27 & 28th: Brooks Hill Fair, programming TBD

July 25th: Advisory Board Meeting – 10:00 am

August 7th: Libraries Rock! Summer Reading Finalé at Skateland – 7:00 – 9:00 pm

August 22nd: Advisory Board Meeting – 10:00 am

September 26th: Advisory Board Meeting – 10:00 am

October 24th: Advisory Board Meeting – 10:00 am

October 31st: Community Trick or Treat

December 8th: Tentative date for Curry Children's Christmas Program – Theme TBD

FEBRUARY IS

LIBRARY LOVER'S MONTH

Library Lovers' Month is a month-long celebration of school, public, and private libraries of all types. This is a time for everyone, especially library support groups, to recognize the value of libraries and to work to assure that the Nation's libraries will continue to serve. Volunteers welcome!

LOVE
the LIBRARY



Libraries Rock! Summer Reading Program

Programming, materials, and activities for elementary-aged children should be a core part of every library's offerings year-round. Traditionally, summer reading programs are designed to encourage elementary-aged children to keep reading during summer vacation. Preventing the "summer slide" continues to be the main objective of summer reading programs. For many families with elementary-aged children, the public library is the only community space available during the summer months where they can access free educational and cultural enrichment activities and programs.

The benefits of summer reading programming for children:

- Children are motivated to read.
- Children develop positive attitudes about reading, books, and the library.
- Children maintain their reading skills during summer vacation.
- Children have access to experiences that further their sense of discovery.
- Children have access to experiences through which they can learn to work cooperatively.

The exact shape of our program will depend upon whether we are awarded a grant(s). As you may have guessed, this year's theme focuses on music and sound. We will offer structured and unstructured programs as in years past. Our Tuesday evening programs will "Rock Around the World" as we explore the music, instruments, and dance of other cultures. We are hoping to build a "sound garden" to create a fun, experimental, STEM oriented, family friendly opportunity to explore sound (this will require considerable amounts of PVC pipe and other interesting objects). We will also be having a talent show on July 21st. How can you help?

- Volunteer to assist with the talent show: we need people to help the children on & off the stage (clam nerves, keep everything flowing), judges, vote tabulators, possibly help with simple concessions (we now have a popcorn machine!)
- Monetary donations are always welcome
- Have a musician friend? – ask them about giving a demonstration of their instrument and music at the Library

As in years past, our program will culminate with a Skating Party (back by popular demand) at Skateland in Buckhannon for all participants completing their reading logs. This is our biggest program of the year and the most impactful thing we do to carry on the Curry legacy.

Mr. Williams,
Thank you so much for the
Box Tops! They are an ongoing
collection and we appreciate
you helping us!
Thank you also for being so
great to work with and helping
arrange visits. Curry Library is
a great partner!
Stay warm!! *Monica Cady*



Rock Cave
Elementary School
12292 Route 20, South Road
Rock Cave, WV 26234
Learning Without Limits

Happy
Holidays



We aim to please....sometimes, we actually hit!

A lovely thank you note from the principal of the Rock Cave Elementary School. You can help by saving Box Tops for Education. Drop them off at the library and we'll add them to ours and send them to RCE to help them fund their projects.



Last year we had a lovely visit with the new kindergarteners and are hoping to do that again next fall. There are tentative plans to have a festival of sorts here at Curry for the RCE students that complete their Summer Reading Challenge. We are working with the Title 1 teacher at RCE to make this happen.

February at the James W. Curry Public Library

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
LIBRARY LOVERS MONTH 	FEBRUARY IS LIBRARY LOVERS MONTH! Show your love by stopping by to renew your library card, check out a book or DVD, participate in a program, use a computer, read the newspaper, or just say Hi!		1 SIT & BE FIT 1:00 PM	2	3 BINGO ALTON COMMUNITY BUILDING
5	6 Family Story Time 5:45 PM QUILTS	7 ADULT YOGA FOR HEALTH 5:45 PM	8 SIT & BE FIT 1:00 PM	9	10 BINGO SELBYVILLE VOLUNTEER FIRE DEPARTMENT
12	13 Family Story Time 5:45 PM YEAR OF THE DOG	14 ADULT YOGA FOR HEALTH 5:45 PM	15 SIT & BE FIT 1:00 PM	16 TITLE I BEGINNING LINKS PRESCHOOL PROGRAM 1:00 PM	17
19 CLOSED IN OBSERVANCE OF Presidents' Day	20 Family Story Time 5:45 PM HUMBLE PIE	21 ADULT YOGA FOR HEALTH 5:45 PM	22 SIT & BE FIT 1:00 PM	23	24 BINGO SELBYVILLE VOLUNTEER FIRE DEPARTMENT
26	27 Family Story Time 5:45 PM NAR - WHAT?	28 ADULT YOGA FOR HEALTH 5:45 PM	LIBRARIES Rock!	LIBRARIES ROCK! SUMMER READING JOIN US IN JUNE, JULY & AUGUST FOR STORIES, CRAFTS, ACTIVITIES, & PRIZES TALENT SHOW JULY 21st, 2018 DETAILS TO FOLLOW	

1721 BROOKS HILL ROAD FRENCH CREEK, WV 26218
FACEBOOK @jwcpl

MON-WED 11AM-7PM THU 1PM-7PM FRI 10AM-6PM SAT 10AM-3PM
304-924-6724

EMAIL: jameswcurrypubliclibrary@gmail.com

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1		3
4	 5	6	 7	8	 9	10
11	 12	13	 14 	15	 16	17
18	19 	20 	 21	22	 23	24
25	 26	27	 28			

City Council of Buckhannon – 7:00 pm in Council Chambers Meeting Agenda for Thursday, February 1, 2018

- A. Call to Order
 - A.1 Moment of Silence
 - A.2 Pledge to the Flag of the United States of America
 - A.3 Mayor's Greetings
- B. Recognized Guests
- C. Department & Board Reports
 - C.1 Public Works Director- Jerry Arnold
 - C.2 Finance Director- Amberle Jenkins
 - .Letter from Office of State Auditor-Levy Estimate (Budget) 2018-19
 - C.3 City Attorney- Tom O'Neill
 - C.4 Interim Fire Chief- J.B. Kimble
 - C.5 Information Coordinator/Grant Researcher- Callie Cronin Sams
 - C.6 Stockert Youth Center Director-Debora Brockleman
- D. Correspondence & Information
 - D.1 Press Release-Buckhannon Dog Park Whisker Wonderland Fundraiser
 - D.2 Press Release-Mike Ross Challenge –Stockert Youth Center Expansion Project
 - D.3 Press Release-Notification-Water Valve Repair
 - D.4 Press Release-Notification-Huffman Lane Alley Closure
 - D.5 Press Release-Water System Improvement Project-Dominion Energy & ACP
 - D.6 Meeting Notice of Special City Council- Municipal Program Assessment Committee on 02/06/18
 - D.7 Letter of Support to WVDHHR re:Opportunity House-Grant Application
 - D.8 Letter from BUMS- Childhood Hunger is Affecting Our Students
 - D.9 Letter of Admiration re: Our Hometown & Community
 - D.10 The Third Annual Adult Spelling Bee- 02/23/08 at the Brushy Fork Event Center
 - D.11 Zoning Form to WVABCA-Walgreens, Co
 - D.12 Region VII Planning & Development Council-Association's Return on Investment Report
- E. Consent Agenda
 - E.1 Approval of Minutes-Regular meeting 01/18/18
 - E.2 Approval of Building and Wiring Permits
 - E.3 Approval of Payment of the Bills
 - E.4 Accept Resignation of Dan Hale -UCCVB Board of Directors, City's Tourism Appointee
 - E.5 Accept Resignation of Stephen Smith, MD- Housing Enforcement Board, Health Officer
- F. Strategic Issues for Discussion and/or Vote
 - F.1 Request from Buckhannon Fire Department Purchase of Turnout Gear
 - F.2 Approval- Table Share with Upshur County at Legislature
 - F.3 Historic Landmarks Commission Signage Design Approved by Consolidated Public Works Board
 - F.4 Appointment to the UCCVB Board of Directors, City's Tourism Appointee
 - F.5 Appointment to the Housing Enforcement Board
- G. Comments and Announcements
 - G.1 Mary Albaugh
 - G.2 Pamela Cuppari
 - G.3 C J Rylands
 - G.4 Robbie Skinner
 - G.5 David Thomas
 - G.6 Susan Aloï
- H. Mayor's Comments and Announcements
- I. Adjournment

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Wes-Mon-Ty RC&D Board of Directors
November 28, 2017 - 10:00 A.M.
West Fork Conservation District – Harrison County, WV
Meeting Minutes

Members Present: Joe Gumm, Bob True, Scott Springer, Ed Utterback, Jim Nester, Bill Coffindaffer, Bill McClain, Jane Collins, Tim McDaniel, and Don Headley. **Other Present:** Sigrid Teets

Call to Order at 10:00am by Joe Gumm. Ed Utterback (vice-president) conducted the meeting once he arrived a few minutes later.

Pledge of Allegiance led by *Jim Nester*

Approval of Agenda – motion made by J. Gumm, 2nd by J. Nester and motion carried.

Devotions – *provided by Jane Collins.*

Introduction of Guests – none present

Report on Board Members – Updates about the conditions of J. Sencindiver and J. Foster were given.

Minutes of 9-19-17 – Motion to approve made by S. Springer, 2nd by J. Nester, motion approved.

Treasurer's Report – Bob True provided the following account summaries as of October 31, 2017:

- CIG 2013 - \$1570.44
- General Fund - \$5523.20
- CIG 2016 - \$6273.52
- WVU-ES Trail Fund - \$1283.04
- NFWF – (\$20.00)

B. Coffindaffer moved to accept and file for audit, 2nd by J. Gumm, motion carried.

Correspondence:

- NE SARE requested more information about a formerly funded project.

Old Business

- 319 project planning – No Report.
- Wes-Mon-Ty RC&D Credit Card – B. Coffindaffer moved to authorize S. Teets to file an application, 2nd by J. Collins, and motion carried.
- RC&D membership – A new list was provided

New Business

- By-laws review – No report.
- Goal E - Reviewed.

Coordinator's Report

S. Teets presented a power point presentation which highlights the RC&D accomplishments during the TVCD legislative dinner. She offered to share the presentation during other legislative dinners in the other Districts.

- WVU-Extension Service – "Healthy Children Project" – S. Teets submitted the unfunded application to "America Walks" funding opportunity. Also, newspaper articles were published in the Intermountain and Barbour County Democrat concerning the completed trail project.

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- USDA – NRCS- Video Demonstrations – no activity to report. Sigrid asked if anyone was interested in participating in the project.
 - FY-18 West Virginia Conservation Agency – We have been approved for funding. LOR was submitted to the TVCD. Just waiting on the check. J. Collins moved to set the date of March 15, 2018 for mid-year reports to be due for new projects. 2nd by J. Gumm, motion passed. Teets has contracts ready to be signed after the meeting today.

Agency and Organization Reports

Grassland Committee meeting will be Jan 12, 2018
WVACD's – Ag Day will be 2-7-18 beginning at 7:00am.

Next Meeting – Our next meeting will be Tuesday, November 16, 2018 at 10:00am in Gilmer County.

Motion to adjourn: made by J. Nester, 2nd by J. Collins, motion carried.

Meeting notes taken by B. Coffindaffer, and typed by S. Teets.

Adrian Public Service District

December 07, 2017

10:00 AM

Monthly Progress Meeting

Phase VII

Present from Adrian PSD were: Paul Spencer, Don B. Killingsworth, Philip Petrosky and Nina Monroe. Others present were: See attached sign in sheet.

Chairman Spencer called the meeting to order at 10:00 am and turned it over to Trey Hornor. Trey presented Requisition No. 5. The project is 60% completed. Motion to approve the requisition was made by Don, second by Phil, signed by Paul Spencer, Jerrob Decker and Trey Hornor. Trey will send all copies to Joe Crickenberger for signatures.

Trey presented *Calculation Sheet Determining Adverse Weather Days*. There were no adverse weather days in the month of November. Motion to approve was made by Don, second by Phil and signed by, Paul, Jerrob and Trey. Trey will mail all copies to Joe Crickenberger for signatures.

There was no site visit by Trey and the Board. Eric Brunn and Jerrob Decker went together to look at the Rock Cave site. Eric took samples from the Rock Cave tank today and will collect another set tomorrow.

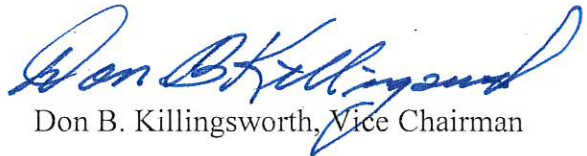
This concluded the Phase VII progress meeting.

The next progress meeting will be January 18th at 10:00 am.

Board of Directors



Paul A Spencer, Chairman



Don B. Killingsworth, Vice Chairman



Philip L. Petrosky, Sec., Treas.

Adrian Public Service District

December 14, 2017

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Monthly Board Meeting

Present from Adrian PSD were: Paul Spencer, Don Killingsworth, Philip Petrosky, Eric Brunn and Nina Monroe.
Visitors: There were no visitors.

All motions are unanimous unless otherwise noted.

The meeting was called to order at 10:00 am by Chairman Spencer.

Minutes of the November 09, 2017 meeting were read. Motion to accept as read was made by Phil, second by Don.
Minutes of November 16, 2017 Phase 7 Progress meeting were read. Motion to accept as read was made by Phil, second by Don.

Invoices were presented – Motion to pay was made by Phil, second by Don.

Old Business

- Phase VI – Flooring has been ordered
- Phase VII – Rock Cave tank has been tested and is on line.
- Phase VIII – Nothing new to report
- Bessinger Complaint Case – The board reviewed the mediation agreement. We will have Norm Farley review the Right of Way agreements which are to be provided by Mr. Bessinger.

New Business

Nina presented sample Policy for Renter Property Service, Application for Utility Services and Revised Leak Adjustment Policy. We will check with other utilities and our attorney to attempt to have standard policy.
Employee Evaluation Adjustment – The board awarded each employee an adjustment.
Mandy has received her Class WD certification and will be given an increase in hourly wages.
Eric will visit Mrs. Nutter and address her concerns regarding the driveway and access road.

Maintenance – Eric

Wilsontown Pump Station needed welds
Bill Grose Rd. 2" line repaired
Three (3) taps to install

Office – Nina

Business as usual

The meeting adjourned at 11:30 am. Next regular meeting will be January 11, 2018.

Board of Directors


Paul Spencer, Chairman


Don B. Killingsworth, Vice Chairman


Philip L. Petrosky, Sec., Treas.