

Upshur County Commission Agenda

Location of Meeting: Upshur County Courthouse Annex
Date of Meeting: February 22, 2018

- 9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• February 15, 2018
- 9:15 a.m. Laura Ward – Country Roads Transit – Presentation of report on fiscal year 2017-2018 and funding request for fiscal year 2018-2019
- 9:30 a.m. Lowell Peterson, Chairman of the Upshur County Farmland Protection Board – (1) requesting the approval of a Resolution authorizing the purchase of a conservation easement to be placed on property owned by Michael A. Hicks and Linda J. Hicks and (2) requesting for the Upshur County Farmland Protection Board audit to be included in the County's audit. If approved, the Board would pay for their share of the audit. Page 1-6
- 11:00 a.m. Tour of renovated Circuit Courtroom – renovated with funds provided by the WV Courthouse Facilities Improvement Authority
- 3:00 p.m. FY 18 Court Security Grant Meeting

Items for Discussion / Action / Approval:

1. Approval and signature of 2018 Board of Review and Equalization (BORE) meeting minutes
Under separate cover
2. Appoint the Sheriff of Upshur County as the Administrator with the Will Annexed for the Estate of Vernon Lyle Harris.
Page 7
3. Correspondence from Debra Hupp, President of the WV Strawberry Festival Association, Inc. requesting the use of the Courthouse Plaza from May 12th through 20th and further requests that the picnic tables be moved from the Buckhannon-Upshur Recreational Park to Spring Street for use in Vendors Alley.
Page 8-9
4. Review and approval of the Youth Conservation Education Grant Application sponsored by the W.V. Association of Conservation Districts and NRCS.
Page 10-21
5. Approval of advertisement for full-time seasonal Pool Director and full-time seasonal Concession Stand Manager. Employment will commence at the beginning of May and will continue through mid-August. A Certified Pool Operator (CPO) license is required for the Pool Director position and a WV Food Handler's Card is required for the Concession Stand Manager position. Applications must be returned on or before March 30, 2018.
Page 22
6. 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. Statewide Transportation Improvement Program (STIP) FFY 2016-2021 Program Amendment dated February 13, 2018. Page 23-24
2. Article from The Register-Herald – “Summers County to host March 15 MVP public meeting” – submitted by April Pierson-Keating, Mountain Lakes Preservation Alliance Page 25-28
3. Upshur County Sheriff’s Financial Statement for Period Ending January 2018 Page 29-30
4. Lewis-Upshur Animal Control Facility Adoption Financial Transactions – November & December 2017 Page 31-34
5. Upshur County E911 Communication Reports --- January 2018 Under separate cover
 - Monthly Call Summary Report
 - Monthly Department Summary Report
 - Monthly and YTD Wrecker Report
6. Newsletters and/or Event Notifications:
 - Buckhannon-Upshur Chamber of Commerce Annual Dinner – March 22nd from 6 p.m. to 9 p.m. Page 35
7. Agendas and/or Notice of Meetings:

• Upshur County Fire Board, Inc.	February 20, 2018	<u>Page 36</u>
• Wes-Mon-Ty RC&D Board of Directors	February 20, 2018	<u>Page 37</u>
• Lewis-Upshur LEPC	February 21, 2018	<u>Page 38</u>
8. Meeting Minutes:

• Upshur County Family Resource Network	January 8, 2018	<u>Page 39-40</u>
• Elkins Road PSD	January 9, 2018	<u>Page 41-43</u>
• Upshur County Senior Center	January 10, 2018	<u>Page 44</u>
• Buckhannon-Upshur Chamber of Commerce	January 15, 2018	<u>Page 45</u>
• Upshur County Youth Camp	January 18, 2018	<u>Page 46</u>
9. Meetings:

• 03/06/18	5:30 p.m.	Elkins Road PSD
• 03/06/18	4:00 p.m.	Hodgesville PSD
• 03/01/18	7:00 p.m.	Banks District VFD
• 03/01/18	7:00 p.m.	Selbyville VFD
• 03/12/18	12:00 p.m.	Upshur County Family Resource Network
• 03/12/18	4:30 p.m.	Upshur County Solid Waste Authority
• 03/12/18	5:30 p.m.	Buckhannon-Upshur Recreational Park Advisory Board
• 03/05/18	6:00 p.m.	Lewis-Upshur Community Corrections Board-Upshur County
• 03/13/18	7:30 p.m.	Adrian VFD

- 03/01/18 6:00 p.m. Buckhannon-Upshur Board of Health
- 03/21/18 7:00 a.m. Upshur County Development Authority – Full Board
- 03/14/18 12:00 p.m. Upshur County Senior Center Board
- 03/08/18 3:00 p.m. Upshur County Conventions & Visitors Bureau
- 03/14/18 6:00 p.m. Upshur County Citizens Corp – CERT
- 03/14/18 7:30 p.m. Warren District VFD
- 03/08/18 1:00 p.m. Adrian PSD
- 03/14/18 3:00 p.m. Tennerton PSD
- 03/08/18 4:00 p.m. Upshur County Safe Sites & Structures Ordinance Board
- 03/08/18 7:30 p.m. Buckhannon VFD
- 03/08/18 4:00 p.m. Buckhannon Upshur Airport Authority
- 03/15/18 6:30 p.m. Upshur County Youth Camp Board
- 03/18/18 6:00 p.m. Washington District VFD
- 03/19/18 12:00 p.m. Buckhannon-Upshur Chamber of Commerce
- 03/13/18 4:00 p.m. Upshur County Public Library Board
- 02/20/18 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
- 03/14/18 7:00 p.m. Ellamore VFD
- 02/21/18 12:00 p.m. Lewis Upshur LEPC --- Lewis location
- 03/15/18 2:00 p.m. Upshur County Farmland Protection Board
- 03/28/18 10:00 a.m. James W. Curry Advisory Board
- 02/26/18 6:00 p.m. Upshur County Fire Fighters Association
- 03/14/18 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

10. Appointments Needed or Upcoming:

Tabled Items

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

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

The regularly scheduled Commission Meeting scheduled for Thursday, March 8, 2018 has been CANCELLED

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From: "Amy Moloney" <amy@saddlebackservices.org>
To: "Tabatha Perry" <trperry@upshurcounty.org>
Cc: "Peterson, Lowell" <lowell.peterson@wildblue.net>, "Joe Reed" <jbreed1@frontier.com>
Subject: UCFPB - County Commission agenda
Date: 2/16/2018 3:10:24 PM

Hi Tabatha,

At long last, attached, please find Resolution prepared for the Hicks easement. **Please place this on the next available agenda** for the County Commission. I entered February 22, 2017 on the document, but left it in MS Word format in case you needed to make changes. Lowell Peterson will likely attend the meeting. Please advise as to the time-slot for this topic.

Also for the agenda, please add a line item for Farmland Protection Board (FPB) audit. After having spoken with the Auditors Office, and having reviewed that discussion with the FPB, the Board would like to ask that the FPB audit be included with the County audit.

The Auditors Office indicated they would need the County Commission to request this change, and then they would issue a revised engagement letter. The FPB fully intends to pay for the costs of their audit.

I understand that the county audit is currently underway, so this item would need to be included on the agenda for next week in order for this to happen. The Auditors Office is aware that we're making this request and feels they can accommodate the FPB audit at this time.

I spoke with Stuart Stickel at the Auditors Office. His thought was that there may have been a previous election on behalf of the FPB or County Commission to separate the audits. Based on the size and complexity (small) of the FPB audit, combining the was the suggested way to go.

Please let me know if you have any questions or concerns on either of the above items.

Thank you,
Amy

--

Saddleback Services, LLC
304-667-4877

RESOLUTION

WHEREAS, the Upshur County Farmland Protection Board (UCFPB) has voted to authorize the purchase of a permanent Conservation Easement to be placed on property owned by Michael A. Hicks and Linda J. Hicks (LANDOWNERS), consisting of a tract of land located in the Washington District of Upshur County, West Virginia, and containing 174.58 acres, more or less (as more particularly described on the attached Exhibit A and shown on the Plat in Exhibit B); and,

WHEREAS, the UCFPB and LANDOWNERS have agreed to pay defined closing costs towards the purchase of said easement; and, the UCFPB will pay \$170,250 for the purchase of said easement.

WHEREFORE, BE IT RESOLVED, that the Upshur County Commission, does hereby authorize and approve said Conservation Easement purchase this 22nd day of February, 2018 and does further authorize the disbursement of the funds set forth above by the Upshur County Farmland Protection Board for this purchase.

President

Commissioner

Commissioner

ATTEST: _____

Exhibit A

PROPERTY DESCRIPTION

MICHAEL A. HICKS
LINDA J. HICKS

174.58 Acres to be placed under Conservation Easement

BEGINNING at a point in centerline of State Secondary Route 26 / 2 in a projection of the line fence; being a corner common to the land of Coastal Forest Resources Co. As Witness Corner, set a 5/8" x 36" aluminum- capped steel rod on the south edge of said road, from which the True Corner bears N 21 53 ' W. 15.0 feet.

THENCE S 21 53' E 861.0 feet to a corner, found a 24 " scarlet oak marked as corner, at the intersection of fences; being a corner common to the land of Robert Phillips.

THENCE two lines with said Phillips, s 55 05; W. 280.0 feet to a corner, found a 16 ' poplar marked as corner, at turn in wire fence.

S 49 09 ' W 157.8 feet to a corner, found a locust post at the intersection of fences on the southwest edge of a 20 foot right-of-way; being a corner common to Johnny R. Davis.

THENCE three lines with Davis, S 58 44 ' W 178.4 feet to a corner, found a 14 " black walnut at turn in fence.

S 15 44 ' W 151.9 feet to a corner, a locust post at the fence corner. Set a 5/8" x 36" aluminum-capped steel rod.

S 60 58 ' E 253.1 feet to a corner, a locust post at the intersection of fences; being a corner common to Lida J. and Vadis G. Osborn. Set a 5/8" x 36" aluminum- capped steel rod at the base of said post.

THENCE three lines with said Osborn, S 56 26' W 325.0 feet to a corner, a locust post at turn in fence. Set a 5/8" x 36" aluminum- capped steel rod at the base of said post.

S 34 46' W 904.0 feet to a corner, found an 11" hickory marked as corner, at turn in wire fence.

S 26 59' W 626.1 feet to a corner, found a 14" sassafras at the intersection of fences; being a corner common to David A. McCauley.

THENCE three lines with Light, S 28 28 ' W 201.3 feet to a corner, found a 22" black walnut at turn in fence.

S 56 42 ' W 413.2 feet to a corner, found a 24" black walnut at turn in fence.

S 20 17' W 403.2 feet to a corner, found a 10" hickory in the fence line as called for;
being a corner to Clayton F. and Mark W. Tenney.

THENCE four lines with Tenney, N 57 52' W 517.5 feet to a corner, found a 12" chestnut oak at the fence corner.

N 08 00 'E 313.4 feet to a corner, found a chestnut oak stump at turn in wire fence. Set a 5/8" by 36" aluminum capped steel rod in center of said stump.

N 17 40' E 420.1 feet to a corner, found a 38" white oak at the fence corner as called for.

N 73 48' W 569.3 feet to a corner, found a stone pile at the intersection of fences; being a corner common to Woody Lumber Co. Set a 5/8 " x 36" aluminum-capped steel rod.

THENCE a line with Woody Lumber Co, N 24 46' E, cross access road at 410 feet, IN ALL, 978.4 feet to a corner, found a chestnut snag near the fence corner as called for. Set a 5/8" x 36" aluminum- capped steel rod at base of said snag.

THENCE one line with Woody Lumber Co: N 84 04' W 402. 7 feet to a corner, found a 24" ash at the fence corner; being a corner common to Island Creek Coal.

NOTE: This is the common, southern corner of Tract 1 and Tract 2 found in Book 316

Page 282 (30" Ash, the beginning corner of said 50 ½ acre tract;)

Thence with another boundary line of said 50 ½ acre tract, S05-08-28W 179.05' to a ½" by 30" iron rebar in a rock pile,

Thence running S71-53-54W 81.66' to a ½" by 30" iron rebar at the eastern right of way line of West Virginia Secondary Road Route No. 28/2 and in said last mentioned boundary line;

Thence running with said eastern right of way line of said last mentioned Secondary Road nine calls as follows,

N28-18-50W 71.25' to a hub and tack;

Thence N45-30-49W at about 132.00' passing under 138 KV transmission line, in all 254.61' to a hub and tack;

Thence N24-48-54W 139.03' to a hub and tack;

Thence N16-56-05E 286.54' to a hub and tack;

Thence N08-11-48E 267 .20' to a hub and tack;

Thence N14-01-55W 48.26' to a hub and tack;

Thence N32-21-18W 128.98' to a hub and tack;

Thence N47-22-17W 189.96' to a hub and tack;



Thence N33-31-50W 15.96' to a hub and tack in the junction of the eastern right of way line of said West Virginia Secondary Route No. 28/2 and the eastern right of way line of West Virginia Secondary Road Route No. 26/2;

Thence with said eastern right of way line of said last mentioned Secondary Road three calls as follows,

N15-27-25E 617.76' to a hub and tack;

Thence N35-57-32E 108.90' to a hub and tack;

Thence N53-58-41E at about 50.00 crossing under said 138 KV line, in all 175.41' to a $\frac{3}{4}$ " iron rebar with cap; As Witness Corner, set a 5/9" x 36" aluminum-capped steel rod on the south edge of said road from which the True Corner bears N 03 37' E 15.0 feet.

Note: This is the northern common point of Tracts 1 and 2 in Deed Book 316
Page 282.

THENCE seventeen lines with the centerline of State Secondary Route 26/2:

S58-17E 102.5'

S40-40E 107.0'

S32-38E 117.8'

S42-04E 136.5'

S62-09E 147.3'

S49-31E 216.5'

S37-44E 150.7'

S46-07E 65.0'

S66-24E 64.1'

S84-45E 53.0'

N82-52E 56.9'

N72-40E 133.0'

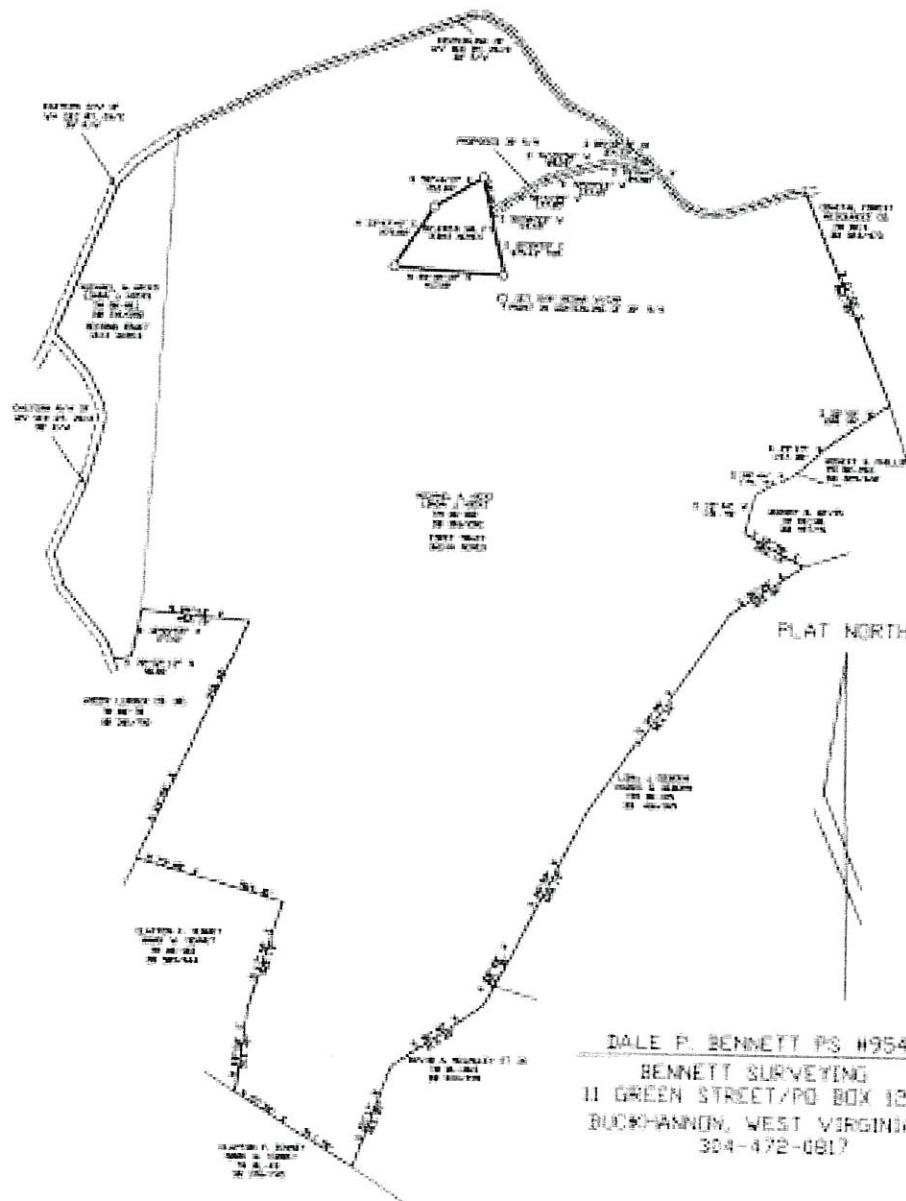
N70-00E 98.5'

N81-24E 61.6 feet to the point of BEGINNING

PROPERTY PLAT

PLAT FOR MICHAEL A. HICKS AND LINDA J. HICKS

SITUATE IN WASHINGTON DISTRICT, UPSHUR COUNTY, WEST VIRGINIA
 SHOWING THE FIRST AND SECOND TRACTS AS CONVEYED TO
 MICHAEL A. HICKS AND LINDA J. HICKS IN DEED BOOK 316 AT PAGE 282.
 THIS PLAT IS NOT TO BE USED FOR CONVEYANCE PURPOSES.
 NO SCALE PLAT DATE: JANUARY 16TH, 2019



STATE OF WEST VIRGINIA:

In the Office of the Clerk of the Upshur County Commission,
in vacation of said Commission, **February 16, 2018.**

On February 16, 2018, it appearing to the Clerk, that it had
been more than two months since the death of **Vernon Lyle
Harris**, deceased. Bonnie B. Harris, the first Executrix named in
the Will, is deceased, and John E. Busch, the second Executor
named in the Will, is deceased. Therefore, upon the motion of
Debra D. Dollar and Lyla D'Ann Harris-Blevin daughters of Vernon
Lyle Harris, deceased, does hereby request the Sheriff of Upshur
County to serve as Administrator of the Estate of Vernon Lyle
Harris, deceased. Therefore, in accordance with Chapter 44, Article
1, Section 11 of the West Virginia Code, it is ordered that the Sheriff
of Upshur County serve as Administrator with the Will Annexed of
the estate of Vernon Lyle Harris, late a resident of Warren District,
Upshur County, West Virginia.

TESTE: Carne J. Smith, CLERK

⑧

West Virginia Strawberry Festival

Association Inc.

Sam Nolte, President
Upshur County Commission
West Main Street
Buckhannon WV 26201

February 15th, 2018

Dear Mr. Nolte and Commissioners,

The Board of Directors of the 77th West Virginia Strawberry Festival would like to request the use of the plaza area of the Courthouse and Complex during this year's festival May 12th – 20th 2018. This area will be used as in the past for entertainment, auctions and information booths from the State of WV. Opening Ceremonies will be held Wednesday May 17th at Noon. Also using the plaza for Children's Activities. We will have a small tent to store the sound system and a stage for the entertainment and judges.

We would like to request the use of the picnic tables from the Upshur County Park to be moved to Spring Street for Vendor's Alley.

Thank you for your contributions, both monetary and otherwise given to the festival and its board each year. If you have any questions please contact us at any time.

**** The commissioners are invited to participate in the parades. So please mark your calendar for the parades. Fireman's Parade is Friday Night with a line-up on Tucker St. at 6:00 Grand Feature Parade is Saturday. Line-up at 11:30 on Pocahontas St. following reception at WWC President's house.

Sincerely,



Debra Hupp, President
77th WV Strawberry Festival
304-516-9732



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West Virginia Strawberry Festival

Association Inc.

Sam Nolte, President
Upshur County Commission
West Main Street
Buckhannon WV 26201

February 15th, 2018

Dear Mr. Nolte,

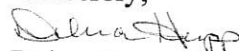
The West Virginia Strawberry Festival Board of Directors would like to invite you to write a letter of greeting for our Souvenir Program Book and the Newspapers. The Festival's theme this year is Stars, Stripes and Strawberry. This will be our 77th year. We need your letter sent to Ralston Press by **April 3rd 2018**.
Ralston Press 16 Chancery St. Buckhannon WV 26201 or E-mail; blblank1972@yahoo.com

Please mark calendar with this year's events.

1. **April 8th Queen / Teen Pageant ... WVWC Performing Arts Center (TBA)**
Crowning of Hostess Princess
2. May 15th Coronation Rehearsal ... WVWC Chapel 6:00 pm
3. May 16th Opening Ceremonies ... Courthouse at 12:00 noon
4. May 16th Coronation..... WVWC Chapel at 7:00 pm. (Line-up at 6:30 pm)
5. May 18th Fireman's Parade at 6:30 pm (Line-up at 6:00 pm on Tucker St.)
6. May 19th Grand Feature at 1:00 pm (Line-up 11:30 noon on Pocahontas St.)

You have always been an important part of the festival and we look forward to seeing you each year. We appreciate your contributions to the festival and its board. If you have any questions please contact us at any time.

Sincerely,



Debra Hupp, President
77th WV Strawberry Festival
304-516-9732 ©



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

February 22, 2018

West Virginia Association of Conservation Districts
742 Airport Road
Sutton, WV 26601

Re: Youth Conservation Education Grant Application
Upshur County Youth Camp Project

Dear Sirs or Madams,

Please find enclosed an original grant application, full project proposal, detailed budget, and letters of support for the above referenced project. Your consideration of this funding request is greatly appreciated. If you need any additional information, please feel free to contact our office.

Sincerely,

Samuel R. Nolte
Upshur County Commission President

Enclosures: as referenced above
Cc: Upshur County Youth Camp Board

An Equal Opportunity Employer

Youth Conservation Education Grant Application
Sponsored by the W.V. Association of Conservation Districts and NRCS

Project Title: Upshur County Youth Camp Outdoor Education Shelter with Amphitheatre Seating
 Organization (s) Involved: Upshur County Commission, Upshur County Youth Camp Board, Upshur County 4-H

Contact Information

Name: Tabatha Perry Title: Assistant County Administrator
 Address: 91 West Main Street, Suite 101, Buckhannon, WV 26201
 Phone: (304) 472-0535 ext. 2 Email: trperry@upshurcounty.org
 How many students will be impacted by this project? Approximately 1,000 youth

Briefly summarize your project. Please include specifics including goals and objectives and estimated community impact.

The Upshur County Youth Camp Board is interested in constructing an outdoor education shelter with amphitheater seating on an underutilized portion of the camp property. This area would provide youth with protection from the elements while receiving education on how to conserve and improve natural resources in their everyday surroundings. Lessons that would be offered to the youth utilizing this space include fish biology through the WV DNR, tree identification through the WVU Extension Office and the Forestry Department, composition of wildflower habitats and insect identification, just to name a few. The area could also be utilized by both youth and adults for talent shows, band performances, theatrical performances, and various demonstrations. Due to Upshur County and Selbyville's very rural nature, the project site will have a significant impact on the community population.

Amount of Grant Funds Requested: \$17,343.82

To complete the project application please include the following:

- ❖ Full project proposal
- ❖ Detailed budget for this project and indicate the source(s) of funding. Also include any other grant funds, donation, or in kind contributions.
- ❖ Letters of Support and Commitment for this project.

Grant requests must be submitted to the WVACD Office by March 6, 2018.

Please mail complete grant application to:

West Virginia Association of Conservation Districts
742 Airport Rd.
Sutton, WV 26601

If you have any questions please call Timothy VanReenen WVACD President at (304) 653-4897

Upshur County Commission
Upshur County Youth Camp – Outdoor Education Shelter Project Proposal

The Upshur County Youth Camp is situated upon approximately 46 acres of land and consists of cabins, group camping areas, hiking trails, a swimming pool, open green space and serves as a retreat for youth and adult groups from across the County and surrounding areas. This property was initially acquired by the Upshur County Farm Bureau in 1942 and later deeded over to the Upshur County Court in 1945 and has continued to serve as the Youth Camp to this day. During the operating season, the camp serves over 1,000 youth and adults who participate in a variety of events such as church camps, 4-H camp, band camps and family reunions. Nestled among the hills in the county, the camp allows for the providing of education in an outdoor non-traditional setting.

During this past fall, students from the West Virginia University School of Design and Community Development visited the camp in an effort to study its relation to the County's other amenities and were tasked with preparing an "Inventory and Analysis". The students considered all of the site's uses, how they fit together, what could be added and what needs to be improved. One key issue and opportunity the students noted was the need for programmed areas to enhance 4-H educational opportunities such as tree identification, gardening/landscaping of properties, STEM focus and physical activity focus. After reviewing the students' master plans for the Youth Camp, the Upshur County Youth Camp Board expressed an interest in constructing an outdoor education shelter with amphitheater seating. This outdoor classroom would be centrally located in an area of the camp that would allow for easy access to the river, nature trails and the future site of wildflower gardens.

The intention of this project would be to build a twelve foot by eighteen foot open air educational shelter surrounded by amphitheater style seating. The shelter would provide cover from the elements while educating youth in an outdoor non-traditional setting. The shelter would also have lighting so the use of the area would not be restricted to daytime use. Almost 200 4-H youth attend the youth camp during summer. These youth in particular would greatly benefit from this area and could utilize this setting for a variety of educational lessons. Included in this project is the purchasing of wildflower seed and tree identification markers. Should this project be funded, 4-H leaders and a Wildlife Specialist from the WVU Extension Office have planned to conduct lessons educating the children on monarch butterflies and the composition of pollinator gardens. The children will learn how to plant and maintain the seeds, identify what species they intend to grow, learn more about the benefits of pollinator gardens and would further identify different tree species and mark them for future use along the nature trail. After the wildflowers begin to flourish, this will attract different insects and other invertebrates (including butterflies, bees, spiders and millipedes), birds and mammals for future youth groups to learn about.

In addition to the aforementioned, the development of this area would allow for greater use of the camp's current amenities and encourage future educators to offer sessions at the Youth Camp. For example, a few years ago, fish biologists from the WV Department of Natural Resources visited the Youth Camp and taught lessons utilizing electrofishing. The river was stocked with fish, a controlled portion of the river was shocked, which allowed for the collection fish, insects and crawdads in buckets and then the children studied the different species. The

specimen were then returned to the river. In addition to river biology, identification of the trees along the nature walk would allow for educational sessions to be offered by a Forest Resources Extension Specialist which provides hands on experience when identifying trees by bark, twig and bud attributes. Demonstrations such as these benefit our youth since this is not something they learn in a classroom or at home. Therefore, providing our children with a location and an opportunity to learn about these non-traditional studies will equip them with a vast amount of knowledge that is not easily obtained through textbooks and worksheets.

The attached budget includes all of the materials that are needed to construct the shelter with electricity, a concrete pad around the shelter to allow wheelchair access, seating, rental of equipment needed to prepare the site, wildflower seeds and tree identification markers. The labor would be provided by the County's highly qualified Youth Camp Director, Assistant and Maintenance Department. As previously noted, the local 4-H groups intend to plant the wildflower seeds and install the tree identification markers. If funded, the Commission would also request the assistance from the West Virginia Army National Guard's Horizontal Construction Engineers to assist in the site preparation.

UPSHUR COUNTY YOUTH CAMP AMPHITHEATER COST ESTIMATE

Building Materials

2 x 4 x 10 Regular concrete forms and bracing (22 @ \$4.80)	\$105.60
Sakrete-posts (8 @ \$4.75)	38.00
6 x 6 x 10 Back wall post (2 @ \$28.20)	56.40
6 x 6 x 16 Front wall post (2 @ \$46.60)	93.20
6 x 6 x 20 Top plates and Angle braces (3 @ \$71.40)	214.20
6 x 6 x 12 End wall bracing (2 @ \$33.12)	66.24
2 x 6 x 16 Roof joists (12 @ \$45.60)	547.20
1 x 4 x 12 Roof lathes (18 @ \$6.98)	125.64
16' Sheets green metal roofing (7 @ \$32.00)	224.00
Screws for metal roofing (\$18.00)	18.00
1 x 6 x 8 Treated deck boards back wall (65 @ \$4.88)	317.20
2 x 4 x 18 Treated back wall (2 @ \$12.00)	24.00
2 x 4 x 12 Treated end walls (8 @ \$6.92)	55.36
1 x 6 x 12 Treated end walls (75 @ \$6.98)	523.50
12 x 18 Concrete pad (4 yards) 4 x 100 Wheelchair walks (5 yards) (9 @ \$175.00)	1,575.00
5" Torx screws-60 pieces (\$31.00)	31.00
3" Deck screws 10 lb. (\$20.75)	20.75
2" Deck screws 20 lb. (\$20.75)	20.75
3" Drywall screws 10 lb. (\$12.99)	12.99
16p Sinker nails 5 lb. (\$7.15)	7.15

Electrical Materials

200' 10-2 wire (3 @ \$142.00)	\$426.00
2" PVC electrical conduit (10' joints-20 @ \$13.95)	279.00
2" PVC Romex connector (\$5.00)	5.00
2" PVC elbows (2 @ \$3.30)	6.60
PVC pull box (\$5.00)	5.00
1" PVC conduit (10' joints-15 @ \$5.09)	76.35
1" PVC Romex connector (8 @ \$0.35)	2.80
PVC receptacle boxes (6 @ \$2.05)	12.30
1" PVC elbows (6 @ \$0.79)	4.74
Exterior spotlights (2 @ \$120.00)	240.00
Interior lights (3 @ \$22.00)	66.00
20 AMP breakers (2 @ \$20.00)	40.00
Ground fault 20 AMP breaker (\$46.00)	46.00
150' 12-2 wire (\$123.00)	123.00
Ground fault receptacle (\$20.00)	20.00
Regular receptacle (5 @ \$0.79)	3.95

(13)

UPSHUR COUNTY YOUTH CAMP AMPHITHEATER COST ESTIMATE

Additional project costs

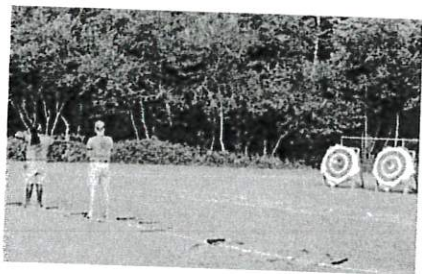
Grass seed 50 lb. (\$85.00)	
Straw (12 @ \$9.00)	\$85.00
Concrete finish machine RENTAL (2 days @ \$200.00 per day)	108.00
Rototiller RENTAL (1 month @ \$342.00)	400.00
1" filler Stone (54 ton @ \$42.00)	342.00
Wildflower Seed (\$100.00 estimate)	2,268.00
Tree identification markers 6 1/2" stainless steel (10 @ \$23.79)	100.00
Benches (amphitheater seating) 6' (5 @ \$440.00)	237.90
Benches (amphitheater seating) 8' (4 @ \$485.00)	2,200.00
Benches (amphitheater seating) 10' (5 @ \$667.00)	1,940.00
Shipping (benches) (\$800.00)	3,335.00
Sakrete (benches) (20 @ \$4.75)	800.00
	<u>95.00</u>

TOTAL COST ESTIMATE **\$17,343.82**

Respectfully submitted,

Gregory B. Woody

Gregory B. Woody
Director
Upshur County Youth Camp



4-H PLEDGE

I pledge my **HEAD** to clearer thinking,
my **HEART** to greater loyalty,
my **HANDS** to larger service,
and my **HEALTH** to better living,
for my club, my community,
my country, and my world.

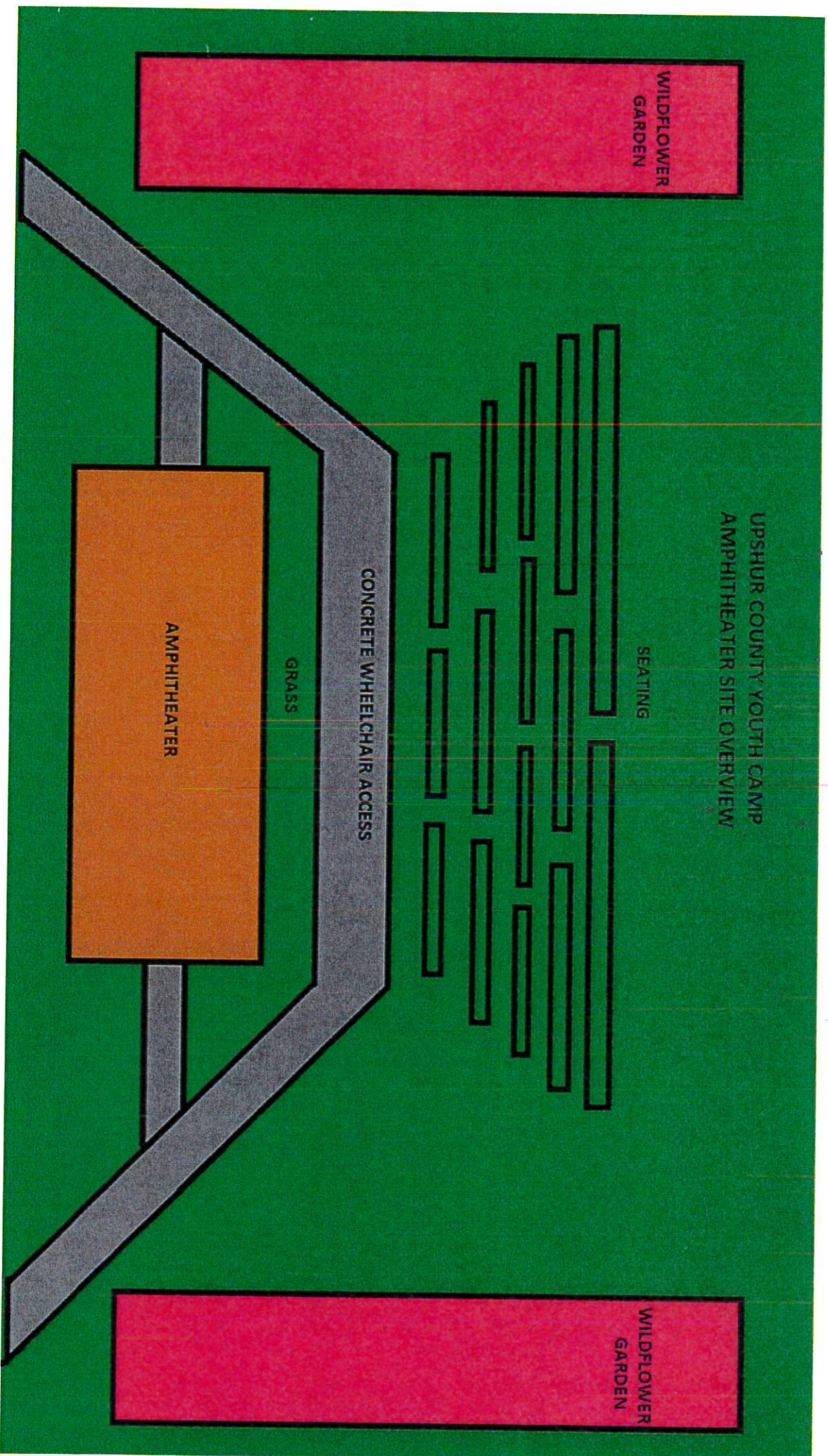


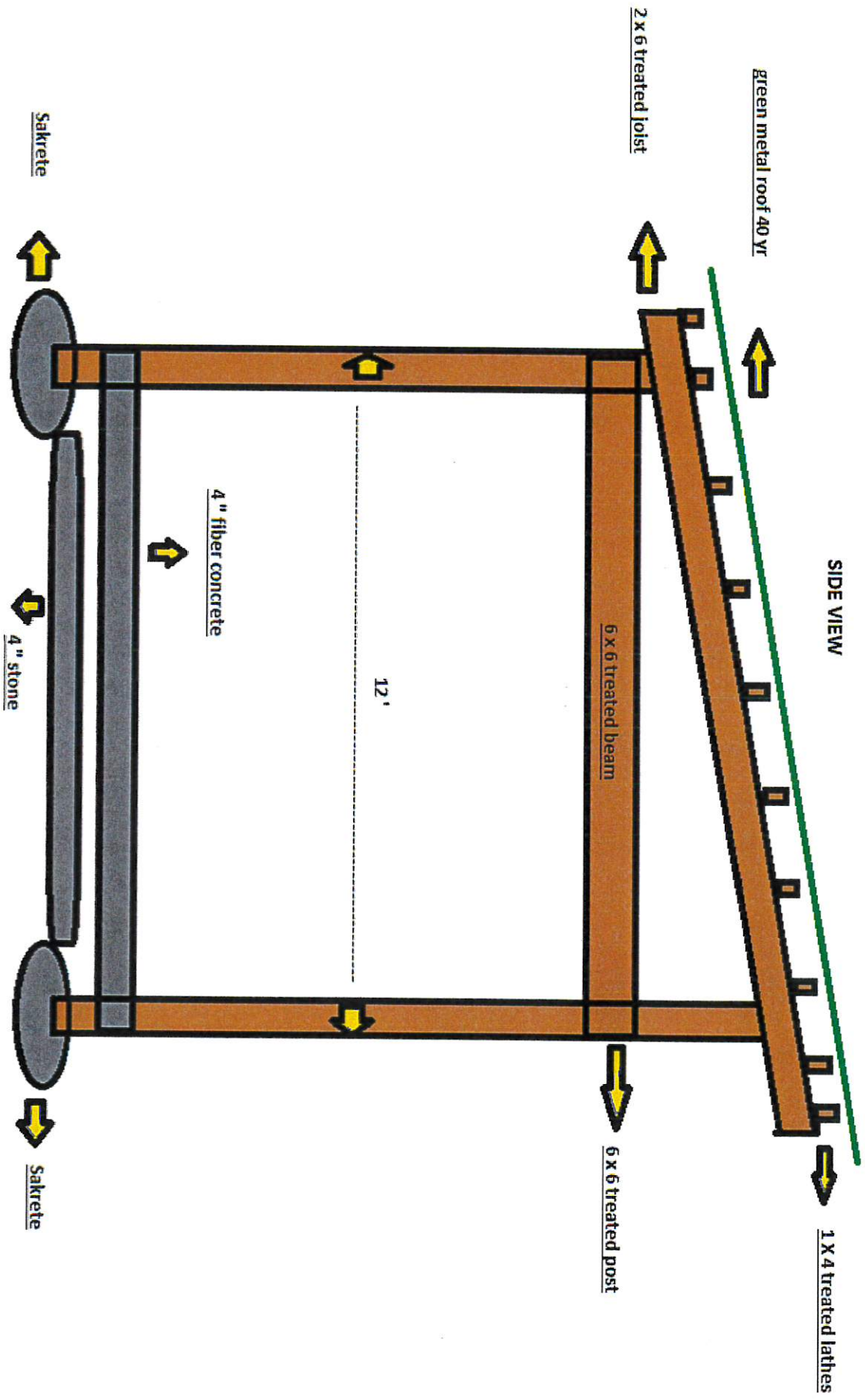
UPSHUR COUNTY YOUTH CAMP AMPHITHEATER

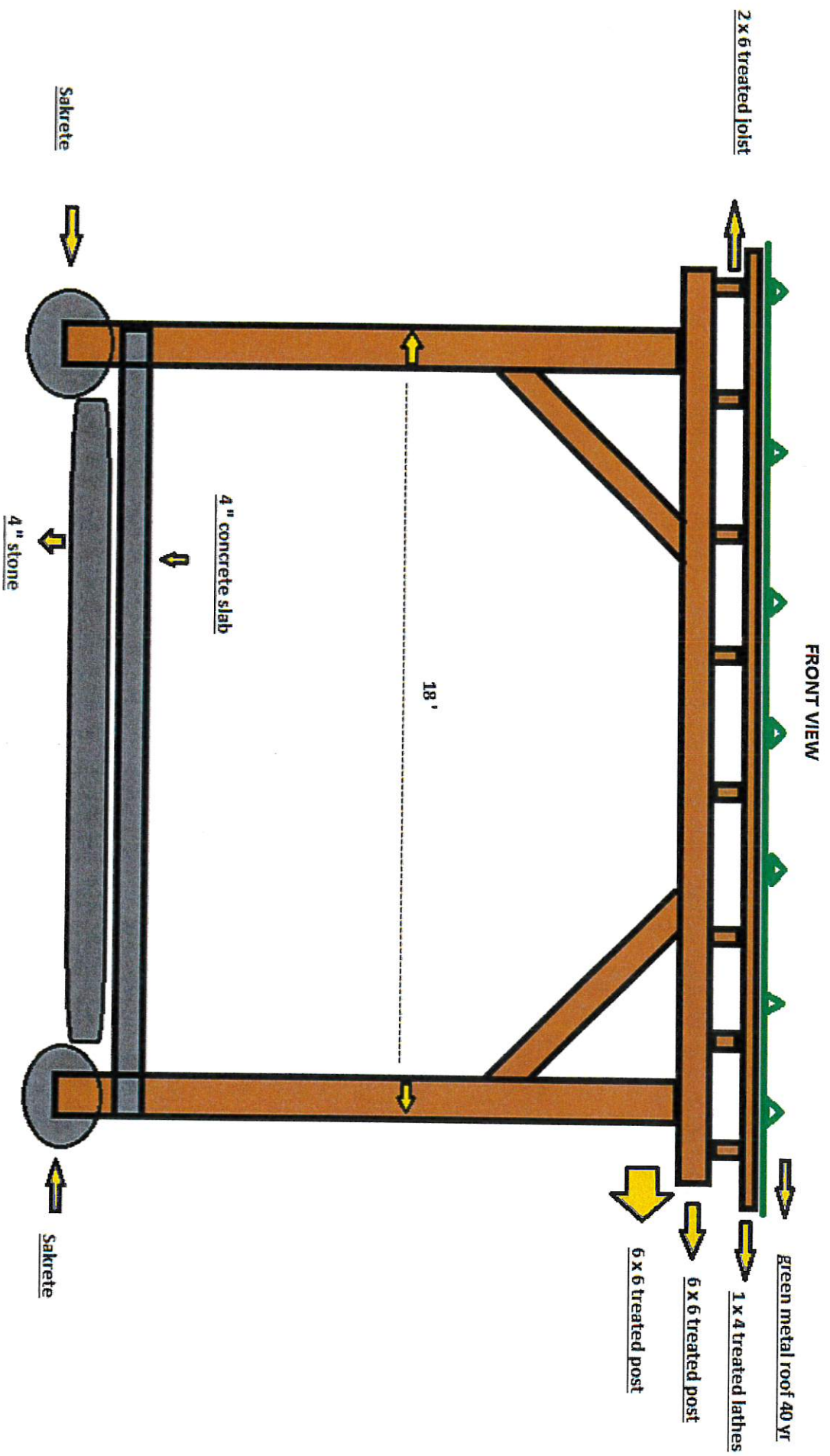
COST ESTIMATE AMPHITHEATER SITE OVERVIEW

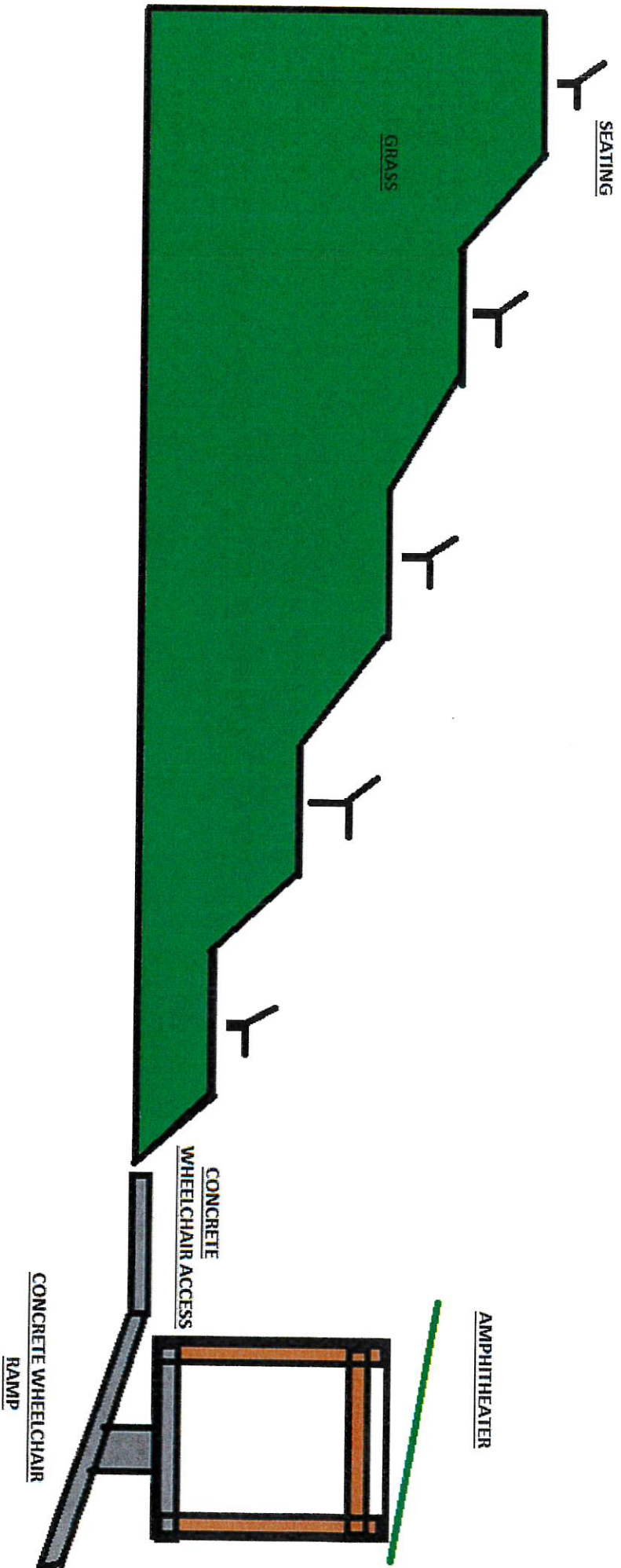


-Gregory B. Woody, Director
Upshur County Youth Camp

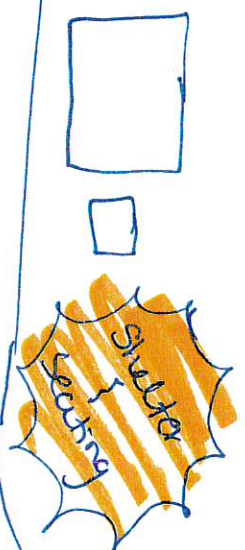








26



leader
council
ring

assembly
hall

archery
range
(target)

new
assembly
hall location
one hundred
acre
in future.

new
stair

P661

12'
bridge

crane
hanger

**Full-Time Seasonal Positions
Buckhannon-Upshur Recreational Park
Upshur County Commission**

The Office of the Upshur County Commission is accepting applications for the following **full-time seasonal** positions at the Buckhannon-Upshur Recreational Park: (1) **Pool/Park Director** – Weekly salary of up to \$500 per week. This is an excellent opportunity for individuals that are looking for summer employment. Duties include, but are not limited to, oversight over the park and pool facilities, employees and cash drawer; maintain records of operation and chemical inventory, manage and administer pool chemicals, supply orders, scheduling and other duties as assigned. A Certified Pool Operator (CPO) license is required. Licenses can be obtained through training scheduled on March 14th and 15th or April 14th and 15th in Morgantown, WV. The Upshur County Commission will reimburse the successful applicant for CPO certification at the end of the park season. (2) **Concession Stand Manager** to work 5-6 days a week. Individual will be responsible to provide: oversight over concession stand, employees and cash drawer; maintain records of operations, food inventory and ordering, oversight over cleanliness and sanitation of stand, and other duties as assigned. The successful applicant should be a self-starter who possesses the ability to deal with the public; have knowledge of food preparation, sanitation and hygiene; knowledge of purchasing and budgeting procedures and the ability to supervise and motivate the work of others. Successful applicant will be required to obtain a WV Food Handler's Card.

Employment period for both positions commences at the beginning of May and will continue thru mid-August. Work hours during May and late August are flexible. *An ideal candidate would assume both positions.*

Successful applicants will be subject to a background investigation. Individuals may obtain an application from the Office of the Upshur County Commission located at the Upshur County Administrative Annex, 91 West Main Street, Suite 101, during the normal business hours of 8:00 a.m. until 4:30 p.m., Monday through Friday or the website at: www.upshurcounty.org. Applications will be accepted until the close of business on March 30, 2018. Applications should be returned to the following address:

Office of the Upshur County Commission
Tabatha R. Perry, Assistant Administrator
91 West Main Street – Suite 101
Buckhannon, West Virginia 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.



WEST VIRGINIA DEPARTMENT OF TRANSPORTATION

Division of Highways

1900 Kanawha Boulevard East • Building Five • Room 110
Charleston, West Virginia 25305-0430 • (304) 558-3505

Thomas J. Smith, P. E.
Secretary of Transportation/
Commissioner of Highways

February 13, 2018

To Whom It May Concern:

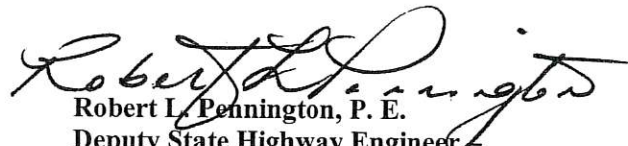
The Statewide Transportation Improvement Program (STIP) is a financially constrained document required to show planned Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) expenditures for federal fiscal years 2016-2021. One of the requirements to funding any project with FHWA or FTA funds is that each proposed project undergoes a public "review and comment period." Therefore, additions or deletions to the STIP and certain changes to projects currently in the STIP must meet this requirement before federal funds can be obtained. Accordingly, I am again requesting your assistance in making available (to anyone who wishes to review them) the attached listing of proposed amendments to the approved 2016-2021 STIP.

All written comments are to be received no later than February 24, 2018, and should be addressed to:

Mr. Ryland W. Musick, Jr., M. S., P. E.
Director, Programming Division
West Virginia Division of Highways
Building 5, Room A-430
1900 Kanawha Boulevard, East
Charleston, West Virginia 25305-0430

Thank you for your assistance with this matter. Should you need additional information, please feel free to contact my office at (304) 558-6233.

Very truly yours,


Robert L. Pennington, P. E.
Deputy State Highway Engineer
Programming and Planning

RLP:MI

Attachment

cc: Mrs. Chandra Inglis-Smith, Federal Highway Administration – w/ attachment
Ms. Michele DeAngelis, Federal Transit Administration – w/ attachment

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STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM (STIP) FFY 2016-2021 PROGRAM AMENDMENT

COUNTY	FFY	DISTRICT	FUNDING OBLIGATION DATE	FUND TYPE	PHASE	ROUTE	PROJECT NAME	TYPE OF WORK	STATE PROJ. NUMBER	FEDERAL PROJECT NUMBER	FEDERAL DOLLAR COST	TOTAL PHASE COST	FEDERAL COST CHANGE
PROJECT COMMENTS													
MONONGALIA	2018	4	3/28/2018	NHPP	CON	WV007	WANA - BLACKSVILLE	RESURFACE	S331 007 00917 00	NHPP0007295D	\$280,000	\$350,000	\$0
2016-2021 AMD 17 - ADD NEW PROJECT													
NICHOLAS	2018	9	5/28/2018	OTHER	CON	WV082	BIRCH RIVER BRIDGE (TPK BOND)	REPLACE BRIDGE	S334 082 00130 00	NFA2417012D	\$0	\$1,800,000	\$0
2016-2021 AMD 17 - DELETE, COMBINE WITH S334-82/-0.17 00													
NICHOLAS	2018	9	5/28/2018	OTHER	CON	WV082	POWELL'S CREEK BRIDGE +1 (TPK BOND)	REPLACE BRIDGES	S334 082 00017 00	NFA2417009D	\$0	\$3,981,000	\$0
2016-2021 AMD 17 - COMBINE WITH S334-82/-1.30 00, 33% TOTAL FUND COST INCREASE (<\$2M)													
NICHOLAS	2018	9	4/28/2018	NHPP	CON	US019	WV 39 INTERSECTION REHAB	APD RESURFACING	S334 019 01105 00	NHPP0019465D	\$1,144,800	\$1,431,000	\$0
2016-2021 AMD 17 - ADD NEW PROJECT													
RALEIGH	2018	10	6/28/2018	OTHER	CON	1077	164 77 SPLIT TO N. BECKLEY WIDENING (GO	ADD LANES	U341 77 04030 00	NFA2317009	\$0	\$90,000,000	\$0
2016-2021 AMD 17 - 50% TOTAL FUNDS COST INCREASE (<\$2M), NON-FED AID REGIONALLY SIGNIFICANT													
TUCKER	2018	8	3/28/2018	STP	CON	WV032	RANDOLPH CO LINE - CANAAN	RESURF	S347 32 00000 00	STP0032043D	\$144,000	\$180,000	\$0
2016-2021 AMD17 - DELETE PROJECT, TO BE COMPLETED WITH STATE FUNDS													
UPSHUR	2018	7	2/28/2018	STP	CON	WV020	DIANA - ROCK CAVE RD	RESURFACE	S349 020 00000 00	STP00203940D	\$781,866	\$977,333	\$0
2016-2021 AMD 17 - ADD NEW PROJECT													
WAYNE	2018	2	4/28/2018	STP	CON	CO003/01	AIRPORT ROAD +1	PAVEMENT PRESERVATION	S350 00301 000 00	STP0031052D	\$504,000	\$650,000	\$0
2016-2021 AMD 17 - ADD NEW PROJECT													
WAYNE	2018	2	4/28/2018	NHPP	CON	US052	KENOVA FOUR LANE	RESURFACE	S350 052 00479 00	STP0052332D	\$1,080,000	\$1,350,000	\$0
2016-2021 AMD 17 - ADD NEW PROJECT													
WAYNE	2018	2	4/28/2018	NHPP	CON	US052	PRICHARD FOUR LANE	CENTERLINE JOINT REPAIR	S350 052 1600 00	STP0052333D	\$160,000	\$200,000	\$0
2016-2021 AMD 17 - ADD NEW PROJECT													
WYOMING	2018	10	2/28/2018	NHPP	CON	WV010	PINEVILLE - OCEANA RD	DESIGN BUILD ADA RAMPS	S355 010 02416 00	NHPP0010276D	\$336,080	\$420,100	\$0
2016-2021 AMD 17 - DELETE PROJECT, ADD INTO U328-10/-0.00 05													
STATEWIDE	2019	99	4/28/2019	HSIP	CON	NA989	2018 RPM	RPM	U399 RPM 19 00	HSIP2019050D	\$576,000	\$640,000	\$0
2016-2021 AMD 17 - ADD NEW PROJECT													
STATEWIDE	2018	99	8/28/2018	STP	CON	NA989	APD PAVEMENT SEALING	PAVE CRACK SEAL	S399 SEAL 18 01	NHPP2018041D	\$1,476,000	\$1,845,000	\$544,500
2016-2021 AMD 17 - CANCEL PROJECT													

AMENDMENT # 17 - PUBLIC COMMENT

Print Date: 2/13/2018



From: "April Keating" <apkeating@hotmail.com>
To: "Tabatha Perry" <trperry@upshurcounty.org>
Subject: for agenda
Date: 2/16/2018 11:34:39 AM

Hi, Tabatha.

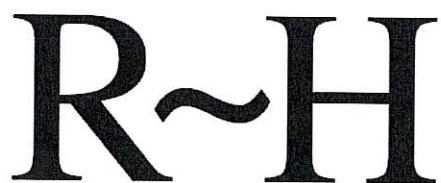
Please expand this article and print in the agenda as FYI. It's a nice example of how other counties are trying to plan for the future in the face of this monster. We don't have MVP, of course, but ACP is also 42". They are nearly clones, but for the different companies.

Of course, the FERC decision is still under legal review as several court cases are being decided. If that decision gets reversed because a judge finally decides (and rightly so) that they haven't shown NEED as mandated in the Natural Gas Act (from which NEPA - the National Environmental Policy Act - is taken), then all the damage will have been for naught. The streams are already muddied from the limited tree felling they are allowed.

By the way, do you have a copy of that order? I will forward it if you don't.

Thank you!

http://www.register-herald.com/news/summers-county-to-host-march-mvp-public-meeting/article_d5397844-5672-5218-b50e-d9412db0dd80.html



Summers County to host March 15 MVP public meeting

www.register-herald.com

HINTON — With ongoing litigation over the Mountain Valley Pipeline (MVP) in both state and federal courts, the Summers County Commission says it will hold a public meeting about the

April Pierson-Keating

for agenda

Page 2 of 2

2e

Mountain Lakes Preservation Alliance
www.mountainlakespreservation.org
Clean Water Through Clean Energy

Summers County to host March 15 MVP public meeting

- By Matt Combs Register-Herald Reporter
- Feb 14, 2018
-

HINTON — With ongoing litigation over the Mountain Valley Pipeline (MVP) in both state and federal courts, the Summers County Commission says it will hold a public meeting about the projects next month.

The meeting will be on the stress added to the community in the form of infrastructure damages, added load to fire and emergency services, hospitals, health department and other infrastructure.

The meeting will be March 15 at 6 p.m. at the Memorial Building.

"By all accounts, MVP is happening," said local attorney Elise Keaton who believes the meeting is a way for the community to be proactive.

Keaton, who proposed the public meeting, told the commission that just Wednesday morning, MVP had been granted permission to begin working on a spread in Monroe County and also shared that a zoning dispute between the pipeline entities and the Fayette County Commission has not stopped work in that county.

According to the attorney, the pipeline entities have been using the federal Natural Gas Act to trump local authorities.

As proposed, the meeting will consist of the heads of different local authorities such as the county commission, the sheriff, the Hinton Police chief, the local health department, a representative from the West Virginia Division of Highways and a representative from the pipeline group if they agree.

While damage to local infrastructure by heavy industrial traffic is the most obvious cause for concern to Keaton, she also shared her concerns with an influx of workers.

"There will be an influx of transient workers with a lot of cash," she said. "Along with the positive benefits of them spending that money in our community in legitimate businesses, there are also some negative aspects as well."

With the invitation to the pipeline entities, Keaton told the commission that she hopes to learn how negative impacts were addressed in other communities.

"The point is basically, let's get everybody on the same page of what it looks like," Keaton said. "Then allow the agencies to have conversations with the public, with the county within their own structures as to what they may or may not do to prepare for it."

While interested in the meeting itself, the commission also raised the question on legal protections in the case of infrastructure damages and if and how the county will be able to hold pipeline entities responsible.

In the recent past, the commission passed industrial construction ordinances that, while they would not be able to halt construction, equate to the county collecting some permitting fees.

"We need to have some kind of performance bonds so that we know they are going to put the property back in a decent condition," said Commission President Bill Lightner.

While Keaton questioned whether the pipeline entities would approve of such measures, she told the commission that a public meeting will get the community thinking about what needs to be done in the near future.

"It's my sense that most of the folks we are going to ask to this table haven't given a tremendous amount of thought to the negative stuff," she said. "It's an educational opportunity to raise the issues."

The attorney also confirmed that local hotels, resorts and campgrounds have already received calls reserving a large portion of their properties in blocks.

— Email: mcombs@register-herald.com; follow on Twitter @mattcombsRH



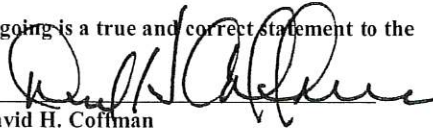
Upshur County Sheriff's Financial Statement

For Period Ending: January 2018

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FUND NAME	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 001 GENERAL COUNTY FUND	\$ 697,488.28	\$ 265,326.44	\$ (612,735.72)	\$ 350,079.00
FUND - 002 COAL SEVERANCE TAX FUND	\$ 68,331.41	\$ 19,511.04	\$ (25,000.00)	\$ 62,842.45
FUND - 003 DOG AND KENNEL FUND	\$ 48,833.13	\$ 81.00	\$ (2,331.12)	\$ 46,583.01
FUND - 004 GENERAL SCHOOL FUND	\$ 33,131.92	\$ 3,517.17	\$ -	\$ 36,649.09
FUND - 005 MAGISTRATE COURT FUND	\$ 5,421.28	\$ 957.47	\$ (128.78)	\$ 6,249.97
FUND - 006 WORTHLESS CHECK FUND	\$ 136,403.42	\$ 178.91	\$ -	\$ 136,582.33
FUND - 007 E-911 FUND	\$ 465,869.34	\$ 40,116.54	\$ (6,783.67)	\$ 499,202.21
FUND - 008 HOME CONFINEMENT FUND	\$ 47,503.44	\$ 5,431.43	\$ (1,907.62)	\$ 51,027.25
FUND - 013 CURRY PARK FUND	\$ 68,871.16	\$ 7,561.58	\$ (1,517.34)	\$ 74,915.40
FUND - 015 CURRY LIBRARY FUND	\$ 70,997.40	\$ 7,628.39	\$ (3,192.56)	\$ 75,433.23
FUND - 018 AIRPORT CONSTRUCTION FUND	\$ 0.10	\$ -	\$ -	\$ 0.10
FUND - 019 UPSHUR COUNTY FIRE FEE FUND	\$ 7,550.13	\$ 10,050.10	\$ -	\$ 17,600.23
FUND - 020 WIRELESS E-911 FUND	\$ -	\$ -	\$ -	\$ -
FUND - 021 EE HEALTH CARE REIMBURSEMENT FUND	\$ 35,655.71	\$ 17,986.07	\$ (17,428.76)	\$ 36,213.02
FUND - 039 COAL REALLOCATION FUND	\$ 168,131.52	\$ 4,524.75	\$ -	\$ 172,656.27
FUND - 052 EMPLOYEE BENEFITS FUND	\$ 1,125,900.09	\$ 315.66	\$ (24,872.07)	\$ 1,101,343.68
FUND - 056 ASSESSOR'S VALUATION FUND	\$ 211,849.94	\$ 7,533.02	\$ (1,320.47)	\$ 218,062.49
FUND - 058 UP.CO.FIN.STBL.FUND	\$ 1,224,145.81	\$ 308.55	\$ -	\$ 1,224,454.36
FUND - 059 CONCEALED WEAPONS FUND	\$ 24,761.97	\$ 2,110.63	\$ (452.69)	\$ 26,419.91
FUND - 063 VOTER'S REGISTRATION FUND	\$ 4,786.02	\$ 95.17	\$ -	\$ 4,881.19
FUND - 071 JURY FUND	\$ 3,659.61	\$ 13,211.17	\$ (1,581.15)	\$ 15,289.63
FUND - 073 SPECIAL LAW ENFRMT INVESTIGATION FUND	\$ 2,149.97	\$ 0.02	\$ -	\$ 2,149.99
FUND - 078 CHILD EXCHANGE & VISITATION FUND	\$ 34,625.16	\$ 750.00	\$ -	\$ 35,375.16
FUND - 079 SPAYING & NEUTERING FUND	\$ 46,828.57	\$ 600.00	\$ -	\$ 47,428.57
FUND - 080 COMM. CORR. FUND	\$ 171,869.98	\$ 20,961.30	\$ (6,803.31)	\$ 186,027.97
FUND - 102 AIRPORT IMP. PROJECT FUND	\$ -	\$ 17,417.00	\$ (17,417.00)	\$ -
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	\$ -	\$ 36,169.50	\$ (36,169.50)	\$ -
FUND - 312 CRIMINAL CHARGES FUND	\$ -	\$ 153.45	\$ (153.45)	\$ -
FUND - 313 COURT REPORTER FUND	\$ -	\$ 122.85	\$ (122.85)	\$ -
FUND - 314 STATE FINES FUND	\$ -	\$ -	\$ -	\$ -
FUND - 315 STATE POLICE FUND	\$ 5.00	\$ 1,115.00	\$ (1,115.00)	\$ 5.00
FUND - 316 STATE CURRENT FUND	\$ -	\$ 2,028.87	\$ (2,028.87)	\$ -
FUND - 317 COURTHOUSE FACILITIES IMPROVEMENT FUND	\$ -	\$ 515.00	\$ (515.00)	\$ -
FUND - 364 TAX LIEN FUND	\$ 207,486.91	\$ 8,180.96	\$ (6,999.51)	\$ 208,668.36
FUND - 365 DELQ & NONENT LAND	\$ 77,327.78	\$ -	\$ -	\$ 77,327.78
FUND - 366 BOARD OF HEALTH FUND	\$ 313,565.01	\$ 54,306.67	\$ (22,123.48)	\$ 345,748.20
FUND - 369 WV DEPUTY SHERIFF'S RETIREMENT FUND	\$ 422.00	\$ 527.50	\$ (422.00)	\$ 527.50
FUND - 373 SCHOOL CURRENT FUND	\$ -	\$ 159,333.58	\$ (159,333.58)	\$ -
FUND - 374 SCHOOL EXCESS LEVY FUND	\$ -	\$ 80,607.70	\$ (80,607.70)	\$ -
FUND - 375 SCHOOL BOND FUND	\$ -	\$ -	\$ -	\$ -
FUND - 378 CITY CURRENT FUND	\$ -	\$ 17,380.48	\$ (17,380.48)	\$ -
FUND - 379 CITY VOTED LIBRARY FUND	\$ -	\$ 2,085.64	\$ (2,085.64)	\$ -
FINAL TOTALS	\$ 5,309,533.06	\$ 813,332.61	\$ (1,057,161.32)	\$ 5,065,704.35
BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:	\$ 5,444,835.75	\$ -	\$ -	\$ -
ORDERS/DEBITS OUTSTANDING:	\$ (977,858.03)			
DEPOSITS/CREDITS OUTSTANDING:	\$ 596,976.63			
NET BANK BALANCE	\$ 5,063,954.35			
PETTY CASH / CASH DRAWERS	\$ 1,750.00			
CASH SPECIAL INVESTIGATION FUND	\$ -			
ADJUSTMENT	\$ -			
TOTAL IN COUNTY DEPOSITORIES AND OFFICE:	\$ 5,065,704.35			

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

02/20/2018



Upshur County Sheriff's Financial Statement

For Period Ending: January 2018

Bank Balance Listing

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BANK NAME	ACCOUNT NAME	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
FIRST COMMUNITY BANK					
	GENERAL COUNTY -MMA	\$ 186,319.89	\$ (5,517.28)	\$ 115,872.79	\$ 296,675.40
	COAL SEVERANCE-MMA	\$ 60,842.45	\$ -	\$ -	\$ 60,842.45
	E-911 -MMA	\$ 301,846.69	\$ -	\$ -	\$ 301,846.69
	CURRY PARK-MMA	\$ 53,117.01	\$ -	\$ -	\$ 53,117.01
	CURRY LIBRARY-MMA	\$ 73,433.23	\$ -	\$ -	\$ 73,433.23
	AIRPORT CONSTRUCTION-MMA	\$ -	\$ -	\$ -	\$ -
	ASSESSOR'S VALUATION-MMA	\$ 167,350.97	\$ -	\$ 7,038.26	\$ 174,389.23
	CONCEALED WEAPONS	\$ 26,132.66	\$ (217.75)	\$ 505.00	\$ 26,419.91
	GENERAL TAX ACCOUNT-MMA	\$ 294,311.28	\$ (379,671.85)	\$ 85,360.57	\$ -
	BOARD OF HEALTH-MMA	\$ 304,385.90	\$ -	\$ 1,362.30	\$ 305,748.20
	UPSHUR CO. FIRE FEE-IBCK	\$ 17,247.98	\$ -	\$ 352.25	\$ 17,600.23
	WIRELESS E-911 FUND-IBCK	\$ -	\$ -	\$ -	\$ -
	UP CO COAL REALLOCAT-IBCK	\$ 172,656.27	\$ -	\$ -	\$ 172,656.27
	EMPLOYEE BENEFITS-IBCK	\$ 1,101,343.68	\$ -	\$ -	\$ 1,101,343.68
	SP.LAW ENF.INVESTIG.-IBCK	\$ 2,149.99	\$ -	\$ -	\$ 2,149.99
	COMMUNITY CORR. FUND-IBCK	\$ 186,031.35	\$ (3.38)	\$ -	\$ 186,027.97
	PARKS/REC CLEARING ACCT	\$ -	\$ -	\$ -	\$ -
	ADDRESSING/MAPPING CLEARING	\$ 30.00	\$ (30.00)	\$ -	\$ -
	GENERAL COUNTY PAYROLL-CK	\$ 179,553.98	\$ (159,553.98)	\$ -	\$ 20,000.00
	TAX CLEARING ACCOUNT	\$ 6,379.79	\$ (8,672.57)	\$ 2,292.78	\$ -
	BOARD OF HEALTH-PAYROLL	\$ 20,960.75	\$ (960.75)	\$ -	\$ 20,000.00
	GENERAL COUNTY-CKNG	\$ 40,789.13	\$ (9,135.53)	\$ -	\$ 31,653.60
	COAL SEVERANCE-CKNG	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
	DOG & KENNEL-CKNG	\$ 46,595.01	\$ (12.00)	\$ -	\$ 46,583.01
	GEN. CO. MISC-CKNG	\$ 42,899.06	\$ -	\$ -	\$ 42,899.06
	WORTHLESS CHECK FUND-CKNG	\$ 136,582.33	\$ -	\$ -	\$ 136,582.33
	E-911 -CNKG	\$ 197,388.02	\$ (32.50)	\$ -	\$ 197,355.52
	HOME DETENTION-IBCK	\$ 51,027.25	\$ -	\$ -	\$ 51,027.25
	CURRY PARK-CKNG	\$ 21,798.39	\$ -	\$ -	\$ 21,798.39
	CURRY LIBRARY-CKNG	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
	AIRPORT CONSTRUCTION-CKNG	\$ 0.10	\$ -	\$ -	\$ 0.10
	ASSESSOR'S VALUATION-CKNG	\$ 43,673.26	\$ -	\$ -	\$ 43,673.26
	VOTER'S REGISTRATION-IBCK	\$ 4,786.06	\$ -	\$ 95.13	\$ 4,881.19
	JURY-CKNG	\$ 16,879.41	\$ (1,589.78)	\$ -	\$ 15,289.63
	SPAY.& NEUTER. DEP. FUND	\$ 47,528.57	\$ (100.00)	\$ -	\$ 47,428.57
	AIRPORT IMP. PROJECT-CKNG	\$ -	\$ -	\$ -	\$ -
	ELKINS ROAD PSD	\$ 4,632.00	\$ (4,632.00)	\$ -	\$ -
	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	\$ 16,239.80	\$ (20,190.50)	\$ 3,950.70	\$ -
	STATE CLEARING ACCOUNT-CK	\$ 520.00	\$ (665.00)	\$ 145.00	\$ -
	STATE POLICE FUND-CKNG	\$ 1,020.00	\$ (1,115.00)	\$ 100.00	\$ 5.00
	GENERAL TAX ACCOUNT-CKNG	\$ 1,405.72	\$ (381,077.57)	\$ 379,671.85	\$ -
	TAX LEIN FUND-CKNG	\$ 209,030.03	\$ (361.67)	\$ -	\$ 208,668.36
	DELQ & NON-ENTERED LAND	\$ 77,327.78	\$ -	\$ -	\$ 77,327.78
	BOARD OF HEALTH-CKNG	\$ 24,318.92	\$ (4,318.92)	\$ -	\$ 20,000.00
	WVDSRF-CKNG	\$ 297.50	\$ -	\$ 230.00	\$ 527.50
	BANK TOTAL	\$ 4,148,793.21	\$ (977,858.03)	\$ 596,976.63	\$ 3,767,911.81
PROGRESSIVE BANK					
	UP.CO.FIN.STBL.FUND-SV	\$ 1,224,454.36	\$ -	\$ -	\$ 1,224,454.36
	EE HEALTH CARE REIMB FUND	\$ 36,213.02	\$ -	\$ -	\$ 36,213.02
	UP.CO.FIN.STBL.FUND-CKNG	\$ -	\$ -	\$ -	\$ -
	CHILD EXCHG & VISIT CTR	\$ 35,375.16	\$ -	\$ -	\$ 35,375.16
	BANK TOTAL	\$ 1,296,042.54	\$ -	\$ -	\$ 1,296,042.54
SUMMARY:					
	TOTAL ALL BANKS	\$ 5,444,835.75	\$ (977,858.03)	\$ 596,976.63	\$ 5,063,954.35
	PETTY CASH / CASH DRAWERS				\$ 1,750.00
	CASH SPECIAL INVESTIGATION FUND				\$ -
	GRAND TOTAL				\$ 5,065,704.35

Adoption Financial Transactions

County: Upshur ▼

Date Range: 11/01/2017 11/30/2017

Display

Animal ID	Agmt No	Adoption Fee	Adopt Fee Pd By	Adopt Fee Ck No	Adopt Fee Col By	Dist Fee	County	Spay Dep	Board Dep	Amount Returned	Spay Dep Ret By	Spay Dep Ret Ckno	Returned By	County	User	Trans Date	Trans Time
7370	9025	20.00	Cash		JAN		None	50.00						Upshur	JAN	11/01/2017	10:57:45
7448	9030	10.00	Cash		JAN		None	50.00						Upshur	JAN	11/02/2017	07:50:56
7444	9029	30.00	Cash		RANDY		None							Upshur	JAN	11/02/2017	07:53:47
7414	9031		Cash		JAN		None	10.00						Upshur	JAN	11/02/2017	08:07:30
7442	9035	20.00	Cash		JAN		None	50.00						Upshur	JAN	11/02/2017	10:20:23
7152	8766						None			50.00	Cr/Db Card		PC INVOICE 327433	Upshur	JAN	11/02/2017	10:24:11
7151	8765						None			50.00	Cr/Db Card		PC INVOICE 327433	Upshur	JAN	11/02/2017	10:26:28
7150	8764						None			50.00	Cr/Db Card		PC INVOICE 327449	Upshur	JAN	11/02/2017	10:29:08
7285	8886						None			50.00	Cr/Db Card		PC INVOICE 327435	Upshur	JAN	11/02/2017	10:36:07
7445	9037	20.00	Cash		CHRISTY		Upshur	50.00						Upshur	JAN	11/04/2017	10:24:17
7447	9036	30.00	Cash		RANDY		Upshur							Upshur	JAN	11/04/2017	10:26:41
7441	9040	20.00	Cash		JAN		None	50.00						Upshur	JAN	11/08/2017	07:53:40
7435	9042	10.00	Check		RANDY		None	50.00						Upshur	JAN	11/08/2017	07:59:26
7405	9051		Cash		JAN		None	10.00						Upshur	JAN	11/09/2017	12:17:21
7429	9052		Cash		JAN		None	10.00						Upshur	JAN	11/09/2017	12:21:06
7371	9053		Cash		JAN		None	10.00						Upshur	JAN	11/09/2017	12:59:01
7396	9054		Cash		JAN		None	10.00						Upshur	JAN	11/09/2017	13:04:35
7408	9055		Cash		JAN		None	5.00						Upshur	JAN	11/09/2017	13:08:47
7381	8985						None			50.00	Cr/Db Card		PC INVOICE 134349	Upshur	JAN	11/09/2017	13:37:58
7060	8678						None			50.00	Cr/Db Card		PC INVOICE 159142	Upshur	JAN	11/09/2017	13:39:13
7402	9057	15.00	Cash		JAN		None							Upshur	JAN	11/09/2017	13:46:02
7401	9056	15.00	Cash		JAN		None							Upshur	JAN	11/09/2017	13:50:38
7465	9059	30.00	Cash		JAN		None							Upshur	JAN	11/14/2017	10:39:27
7457	9061	30.00	Cash		JAN	6.00	None							Upshur	JAN	11/14/2017	11:01:30
7362	9060	15.00	Cash		JAN		None							Upshur	JAN	11/14/2017	11:14:29
7471	9064	15.00	Check	101	JAN		None							Upshur	JAN	11/14/2017	12:40:26
7424	9067	15.00	Cash		JAN		None							Upshur	JAN	11/15/2017	12:23:42
7147	8772						None			50.00	Cr/Db Card		PC INVOICE 250617	Upshur	JAN	11/16/2017	13:51:28
7155	8777						None			50.00	Cr/Db Card		PC INVOICE 250566	Upshur	JAN	11/16/2017	13:52:13
7239	8861						None			50.00	Cr/Db Card		PC INVOICE 251182	Upshur	JAN	11/16/2017	13:54:11
7135	8752						None			50.00	Cr/Db Card		PC INVOICE 249985	Upshur	JAN	11/16/2017	13:57:50
7469	9069	20.00	Cash		JAN		None	50.00						Upshur	JAN	11/16/2017	15:07:31
7472	9071	30.00	Check	1407	JAN		None							Upshur	JAN	11/16/2017	15:49:33
7473	9070	30.00	Check	1407	JAN		None							Upshur	JAN	11/16/2017	15:50:58
7425	9074	15.00	Cash		RANDY		None							Upshur	JAN	11/18/2017	06:33:40
7474	9072	10.00	Cash		RANDY		None	50.00						Upshur	JAN	11/18/2017	06:37:50
7475	9073	10.00	Cash		RANDY		None	50.00						Upshur	JAN	11/18/2017	06:41:36
7428	9075	15.00	Cash		CHRISTY		Upshur							Upshur	JAN	11/19/2017	10:33:25
7489	9077	30.00	Cash		CHRISTY		Upshur							Upshur	JAN	11/24/2017	11:39:29
7423	9078	15.00	Cash		JAN		None							Upshur	JAN	11/27/2017	15:25:13

Totals 470.00 Lewis 450.00 55.00 500.00

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sin deposit Returned 500.00

(32)

Adoptions 470.00
Upshur sin deposit 450.00
Rescue/Board 55.00
Lewis sin deposit 250.00
Donations misc 1240.00

Total = 2,465

1618.00 Checks
847.00 in cash

Total = 2,465

Upshur Financial Transaction DEC 2017

Date	Agreement #	Animal ID	Adoption	S/N deposit
12/1/17	9082	7486	20	50
12/1/17	9083	7434	15	Ø
12/1/17	9084	7393	30	Ø
12/1/17	9085	7497	15	Ø
12/2/17	9086	7482	15	Ø
12/2/17	9087	7493	20	50
12/2/17	9088	7481	15	Ø
12/4/17	9089	7499	15	Ø
12/4/17	9090	7498	15	Ø
12/5/17	9091	NO ID #	20	50
12/6/17	9092	NO ID #	15	Ø
12/9/17	9095	7485	15	Ø
12/9/17	9086 9096	7477	15	Ø
12/9/17	9097	7476	15	Ø
12/9/17	9098	7480	15	Ø
12/11/17	9099	NO ID	10	50
12/12/17	9100	NO ID	10	50
12/12/17	9101	7509	20	50
12/12/17	9103	7506	20	50
12/14/17	9104	NO ID	10	50
12/15/17	9105	NO ID	10	50
2/15/17	9106	NO ID	30	Ø
2/18/17	9107	7513	20	50
2/21/17	9108	7519	15	Ø

UPSHUR (CONT FINANCIAL Transaction DEC 2017)

Date	Agreement	Animal ID	Adoption	S/N DEPOSIT
12/22/17	9109	7514	20	50
12/22/17	9111	7515	20	50
12/23/17	9112	7522	10	50
12/26/17	9114	NO ID	10	50
12/27/17	9115	NO ID	10	50
12/27/17	9116	NO ID	10	50
			<u>480</u>	<u>800</u>

Adoption 480
 S/N Upshur 800
 S/N Lewis 100

1380

MISC
 DONATIONS 400

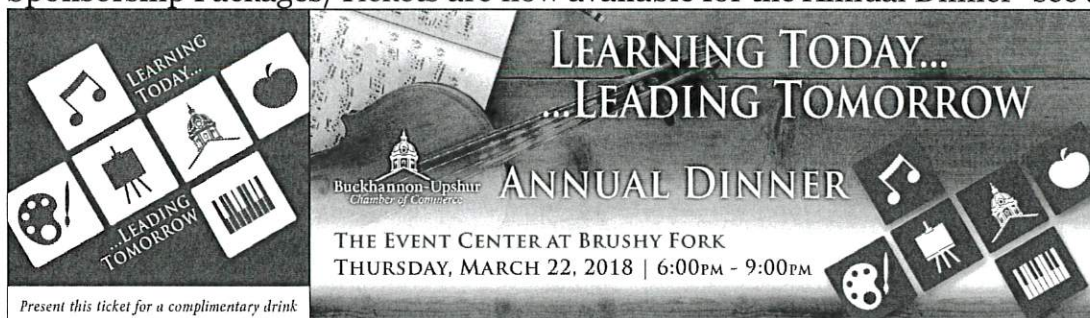
Total = 1780

CASH 1055⁰⁰
 CHECKS 725⁰⁰

FORA
Total
of 1780⁰⁰

35

Sponsorship Packages/Tickets are now available for the Annual Dinner- see attachment!



Tammy Reger

Executive Director

Buckhannon-Upshur

Chamber of Commerce

14 East Main Street

Buckhannon, WV 26201

Ph: 304-472-1722 Fax: 304-472-4938

Website: www.buchamber.com

Notice of Meeting

36

for

Upshur County Fire Board, Incorporated

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

Location: Upshur County Administrative Annex, Suite 101, 91 W. Main Street
Date: Tuesday, February 20, 2018
Time: 6:30 p.m.

AGENDA

Call Meeting to Order

Approval of Minutes---January 16, 2018

Public Questions/Comment Period

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

- Cumulative report
- Reminders update

Financial Matters/Items

- Bank Statement---Checking Account Balance as of 01/31/2017---\$139,627.36
- Disbursement from Chief Tax Deputy for January---TBD prior to meeting

Payment of Bills/Invoices

- Software Systems-Invoice#31256---\$269.00---Maintenance Charge January
- Upshur County Commission---Reimbursement Payroll---Oct.-Dec. 2017---\$7,192.68

Review and Approval of Audit Report for fiscal year ended June 30, 2017.

Discussion County Commission FY 19 Budget Request

Review and Approval of Corrective Tickets and Exonerations

Other Items/Matters to Consider

Date of Next Meeting---March 20, 2018---Adjournment

Wes-Mon-Ty RC&D Board of Directors
February 20, 2018 - 10:00 A.M.
Weston Steer Steakhouse – Lewis County, WV

(37)

Agenda

Call to Order – *president Sencindiver*

Pledge of Allegiance - *Jim Foster*

Approval of Agenda –

Devotions – *host*

Introduction of Guests –

Report on Board Members -

Minutes of 1-23-18 – *Bill Coffindaffer*

Treasurer's Report – *Bob True*

Correspondence – SAM renewal completed. Harrison County Master Gardener Event. BC Bank and Freedom Bank Statements.

Committee Reports

By-Laws Committee

Old Business

- 319 project planning
- Wes-Mon-Ty RC&D Credit Card
- RC&D membership review
- FY-19 WVCA Projects

New Business

- Goal G: Improve Program Delivery
- IRS 990-N annual filing

Coordinator's Report

- 2016 – USDA-NRCS Conservation Innovation Grant –video editing completed. Sharing video during WVU-Extension/Conservation District Dinner Meetings. SF-425 quarterly financial report submitted. \$3700 reimbursement received. Ordered seed for April seeding.
- National Fish and Wildlife Foundation- "Pulling it Together" Grant – writing final report (due March 1, 2018)
- USDA – NRCS- Video Demonstrations – planning phase.
- FY-18 West Virginia Conservation Agency – Payment #1 sent to all funded projects. Mid-year reports will be due March 15, 2018.

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

Lewis/Upshur LEPC
Meeting Agenda- Upshur OEM
February 21, 2018

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

**Upshur County Family Resource Network
General Membership Meeting
January 8, 2018
Meeting Minutes**

Board Members present: Troy “Buddy” Brady, Idress Gooden, Joseph Reed, Addie Helmick, Phyllis Sembello, Matt Kerner, Debora Brockleman and Mary Austin.

Board Members not present: Alicia Rapking, Diane Godwin, Bill McCollam, Jodi McQuillan and Susan Duranti.

Staff: Lori Ulderich Harvey and Ginny Dixon.

• **Community Members present:** Lesley Slaughter, Delora Kittle, Deanna Warner, Laura McDaniels, Lori Hagi, Anne Chopyak, Emma Rexroad, Amanda Hayes, Marjorie Burdick, Rachel Strawder and Paula Swearengin.

Opening/Invocation: Chair, Joseph Reed, opened the meeting and provided our invocation.

Introductions: Introductions were made around the table, each sharing his or her group affiliation where appropriate.

FRN Director’s Report: Director’s Report for December, 2017 was provided to all present and was reviewed by Lori.

Ginny was asked by Dr. Reed to name the current member of FRN Board:

Mary Austin, representing DHHR; **Diane Godwin**, representing local school system; **Bill McCollam**, representing behavioral health; **Dr. Joseph Reed**, representing public health department; **Troy “Buddy” Brady**; **Debora Brockleman (also Treasurer)**; **Susan Duranti**; **Idress Gooden**; **Addie Helmick**; **Matt Kerner**; **Jodi McQuillan**; **Alicia Rapking**; and **Phyllis Sembello**. Anne Chopyak motioned that board members be approved by the FRN general membership; Phyllis Sembello seconded; motion carried unanimously.

Lori indicated that, at last count, there were a total of 73 inquiries, by phone calls and emails, to Mission WV in response to article in newspaper and information on social media on fostering and/or adoption. Additionally, PIP team will have an informational table at courthouse annex, as well as blue lights in courthouse windows in honor of child abuse prevention month (April). On 3/29/18 PIP will present a proclamation to the County Commission, and pinwheels will be displayed beginning in late March.

Amanda Hayes contributed a brief report on UCARE. This group has not met in a while, but will hold pool parties during the Summer, which have been well received by the youth in Upshur County.

Information Sharing:

- Matt Kerner shared that Opportunity House has received approval to be a VISTA site, and when in place, worker will help to coordinate the substance abuse coalition. They must wait until next quarter to request a VISTA, who would serve for one year initially but renewable up to two years. Also, support specialist positions will be available.
- Lori Harvey shared that Literacy Volunteers of Upshur County has lost their director again. In the

(40)

- Before the close of today's meeting, Dr. Reed asked each agency representative to provide a one page or less statement of what your agency does, to include: contact information; what your program does; geographical area served; how program is financed; and what are your wants? He asked that these be sent to Ginny, FRN Administrative Assistant, and to him, before the next FRN meeting.

Respectfully submitted,

Willie Norman ACHC
Board Member

Shyller Sembello Sr Cts
Board Member

Elkins Road Public Service District
Board of Directors' Regular Meeting
January 9, 2018

 **COPY**

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The regular monthly meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Tuesday, January 9, 2018.

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-Sharon Burr, System Operator-Dave Wamsley

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

Recognize that five (5) customers were present.

APPROVAL OF MINUTES

Minutes of December 5, 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**

ELECTION OF OFFICERS

Sonny Matthews made a motion to continue with the same officers in 2018. Larry Heater seconded the motion. Motion carried

2018 HOLIDAY SCHEDULE

Carolyn presented the 2018 Holiday Schedule approved by the County Commission on January 4, 2018 to the Board. **Sonny Matthews made a motion to accept the 2018 schedule with the omission of May 8, 2018. Larry Heater seconded the motion. Motion carried**

PHASE III EXTENSION PROJECT

Region VII sent a request for payment of invoice for CTG from SCBG. **Sonny Matthews made a motion for approval to pay. Larry Heater seconded the motion. Motion carried**

Carey Wagner stated that she was in process of checking with different banks for a short term loan to purchase the land for a new office

PHASE III EXTENSION con't

An email sent by Greg Belcher with Chapman Technical Group stated that we are still in a good position with respect to Phase III water line plans, just details to work out. Also still waiting on Governor Justice to make announcement on funds availability for balance of SCBG for Phase III.

EXPO FOR WV WARN

Sonny Matthews made a motion to pay for two nights lodging in Charleston for Carey Wagner to attend this meeting. Larry Heater seconded the motion. Motion carried

WVRWA

Carolyn Douglas presented the Board with the new rates from WVRWA for their membership dues. The letter also stated that they had lost one of their grants and were inquiring if we would be willing to help with voluntary surcharges to maintain the great services they provide. **Sonny Matthews made a motion to help with the voluntary surcharges. Larry Heater seconded the motion. Motion carried**

MAINTENANCE

Dave Wamsley, System Operator, presented his Maintenance Report for December. Discussion followed on ways to continue to lower unaccounted water loss as well as repairs/replacement still needed on some of our valves and hydrants.

SPECIAL GUEST

We had a special guest show up and attend our meeting, Mr. Rhett P. Dusenbury, Constituent Service Representative, who works under the Honorable Alex X. Mooney, U.S. House of Representatives. He wanted to let us know that he would help us in any way possible with our Phase III Project. He also explained a little about how he has helped others in our industry.

There being no further business, **the meeting adjourned on motion made by Sonny Matthews and seconded by Carey Wagner.** Meeting adjourned at 7:15 p.m.

The next regular monthly meeting will be held on Tuesday, February 6, 2018 at 5:30 p.m.

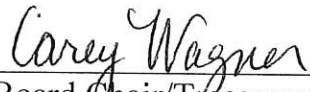
Respectfully submitted:


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

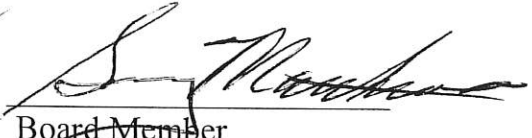
Attachments: Agenda
Sign In Sheet
Financial Report

Elkins Road Public Service District
Board of Directors' Regular Meeting
January 9, 2018

Approved By:


Board Chair/Treasurer
Carey Wagner


Secretary
Larry Heater


Board Member
Sonny Matthews

Note: Recorded Meeting

UPSHUR COUNTY SENIOR CENTER

Upshur County Senior Center
Board of Directors
Minutes: January 10, 2018

Call to order: Meeting called to order by Vice-President, Jean Howard

Roll Call: Allen Cook

Those attending: Billy Marsh (via proxy), Bill Marsh, Jean Howard, Tim Rock, Terry Cutright, Allen Cook, Scott Gossard (representing AAA), and Laura Ward (representing Country Roads Transit).

Approval of Minutes:

- Tim Rock moved to approve the November minutes. Jean Howard seconded. The motion passed unanimously.

Previous Business:

- Allen informed the Board that Kevin had begun receiving bids for the parking lot repair project (Community Partnership Grant).
- Allen informed the Board that he was receiving quotes for the new computers (Community Partnership Grant).
- Allen informed the Board that Williams & Bright submitted the only bid for the 2017 fiscal audit.
- Tim Rock moved to accept the bid. Terry Cutright seconded. The motion passed unanimously.

New Business:

- Laura Ward requested that the UCSC agree to renew the Country Roads Transit contract. A discussion followed. Ms. Ward left the meeting.
- Terry Cutright moved to approve the contract. Tim Rock seconded. The motion passed unanimously.
- Scott Gossard then led a Board training session.
- Allen asked the Board to appoint a new member to the Personnel Committee. Jean Howard appointed Tim Rock.
- Allen presented a proposal to increase the deductible on the Center's property insurance. The proposal was tabled.

Miscellaneous/Other:

- Allen requested the week of Jan. 22-26 off. Terry Cutright moved to approve. Bill Marsh seconded. The motion passed unanimously.
- The meeting was adjourned.

Buckhannon -Upshur Chamber of Commerce
General Membership Meeting



Monday, January 15, 2018

12:00 noon – McCue Room – Kanawha St

Presiding – Mark Hays, President

Welcome – Mark Hays welcomed everyone.

Reciting of the Pledge of Allegiance

Treasurer's Report:

- Checking: \$ 7,126.58
- Money Market: \$10,425.71
- CD: \$26,564.20
- Total Funds: **\$44,116.49**

Minutes:

- Jane Helmick moved to accept minutes of November 20, 2017 as presented, seconded by CJ Rylands, group approved.

New Business:

- Website Banner Ads- 1 available
- Upshur County Day at Capitol Feb. 28th
- Annual Dinner Committee members needed
- Send upcoming events for calendar update

Organizations & Committee Reports:

- **WVSF:** Membership program–Brittany Small is doing this event. Business Membership is coming back this year. Robbie Skinner is helping with the major business sponsorships this year. Pageants- Jr. Royalty March 17 Teen March 18
- **UCDA:**
- **SUBA** – Fundraising- 25,000 needed for the Memorial Wall
- **CVB:** Feb. 28th Upshur County Day at Capitol
- **Create BU:** Festival Friday's start June 1st about 50% of bands are booked. Elimination dinner Feb. 16th.
- **City of Buckhannon:** Looking for new Fire Chief, Police Department will begin process of looking for new officer.
- **County Commission:** Records can now be found online.
- **WVWC:** Students are back on campus.
- **Mountain CAP:** Thank you for Child Advocacy Donations. Fundraiser for United Way.
- **Upshur Arts Alliance:** Spelling Bee Jan. 27th
- **St. Joseph's Hospital:** Thursday Feb. 13th Hospital Day at the Legislature

Speaker – Dominion & ACPL

Announcements:

- Dr. Reed- Please help businesses promote clean air.

Meeting adjourned at 1:10 pm

Carrie
(46)

UPSHUR COUNTY YOUTH CAMP BOARD January 18, 2018

The Upshur County Youth Camp Board met in regular session on Thursday, January 18, 2018 in the WVU Extension office. The meeting was called to order by President Glen Hawkins at 6:30 pm. Board members present were Glen, Gini Croaf, Craig Presar and Thanna Wentz. Debbie Hull did not attend. Greg Woody, camp manager also attended.

The secretary's report was approved through a motion made by Craig and seconded by Gini. The financial statement was accepted as presented.

Tabitha Perry appeared before the board to ascertain what project we wanted to describe in the application for a request for money through a WV Soil Conservation grant. Following a lengthy discussion it was decided to ask for funds to build a mini amphitheater in an area between the dining hall and cook's cabin. Greg will make a list of things she will need to write into the grant. The deadline for applying for this grant is March 6, 2018.

Tabitha also stated that the County Commissioners and Camp Board members were asked to go to the Lowes store on January 25 to have a picture taken with Lowe's manager Chad Corley in appreciation of Lowes support of the youth camp

Old Business:

1. Craig had nothing to report regarding the CPG money
2. Greg reported that Brownfield made it clear they would not be responsible for damage to the road as they work on the tar pit. which is to begin in September. They suggested we sell timber to pay for this damage.
4. Thanna has canceled camp garbage pick-up for the winter and will have residential pick-up during the winter months. This move will be a savings of over one hundred dollars each month.

New Business:

1. Timber harvest - Thanna will speak to Jim Mitchell, who has marked the timber for the camp in the past, to see if he would be interested in doing it again this time.
2. Lowes has donated (and delivered) 256 feet of deck boards to the camp. The boards were 8, 12 and 16 feet long. Thanna will write a thank you note to Mr. Corley.

Greg's Comments:

1. The radiator on the Ford tractor needs to be replaced
2. The dishwasher in the house broke and has been replaced
3. The floors in the kitchen dining hall and two cabins on the hill have been stripped and waxed and ready for summer. Two more cabins on the hill need to be done.
4. He plans to put rollers on the court house benches as he re-assembles them.
5. He will make a trip to World Vision on January 24.

There being no further business, the meeting adjourned and 8:15 pm. The next meeting will be February 15 at 6:30 pm in the WVU Extension Office.

Thanna Wentz