

## Upshur County Commission Meeting Agenda

Agenda packets are available electronically at [http://www.upshurcounty.org/agenda\\_and\\_minutes/index.php](http://www.upshurcounty.org/agenda_and_minutes/index.php) or by request to the Upshur County Commission Office at 304-472-0535

Location of Meeting: Upshur County Courthouse Annex

Date of Meeting: March 7, 2019

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance

Approval of Minutes:

- February 21, 2019

9:05 a.m. Carol Cain Bush, Partnership Specialist for the United States Census Bureau – Discuss the 2020 Census and request the formation of a complete count committee

10:00 a.m. Rodney Rolenson, Corporal and Home Confinement Supervisor – 2018 Home Confinement Report

Cheyenne Troxell, Program Director for Community Corrections – 2018 Community Corrections Report

11:00 a.m. Bid opening – COPS Camera Surveillance Project

3:00 p.m. Bruce Flunker, EBSO and Joe Stanton, Thornburg Insurance Agency – Review of EBSO Health Insurance Plan at the Upshur County Administrative Annex

*Item may lead to Executive Session per WV Code §6-9A-4(6)*

### Items for Discussion / Action / Approval:

1. Approval and signature of 2019 Board of Review and Equalization (BORE) meeting minutes.\*
2. Correspondence from Lori Ulderich Harvey, Upshur County Family Resource Network Director, requesting permission to utilize the Courthouse Annex foyer during the month of March to promote tobacco prevention with a focus on e-cigarette use and also during the month of April for Child Abuse Prevention Month.\*
3. Correspondence from Laura B. Meadows requesting a donation of family pool passes to the Upshur County Pool to be used as a raffle prize during an upcoming elimination dinner on March 29<sup>th</sup> hosted by the Gauley River Boys.\*
4. Correspondence from Sandra Bennett, President of the WV Strawberry Festival Board of Directors, requesting use of the Courthouse Plaza from May 11<sup>th</sup> through 19<sup>th</sup> and further requests that the picnic tables be moved from the Buckhannon-Upshur Recreational Park to Spring Street for use in Vendors Alley.\*
5. Correspondence from Thanna Wentz, Upshur County Youth Camp Board Secretary / Treasurer, requesting for the Board to be included as a component unit in the County's fiscal year 2018 audit.\*

6. Correspondence from Dirk Burnside requesting appointment to the Upshur County Enhanced Emergency Telephone Advisory Board as a community representative, effective immediately. Upon approval, Mr. Burnside's term will expire on June 30, 2020.\*
7. Correspondence from Gloria Burr, Director of UCEMS, Inc., recommending the appointment of Susie McKisic to serve as the EMS representative on the Upshur County Enhanced Emergency Telephone Advisory Board, effective immediately. Upon approval, Ms. McKisic's term will expire on June 30, 2019.\*
8. Approval of James W. Curry Scholarship Announcement and Application for 2019.\*
9. Approval of Upshur County Youth Camp advertisement for seasonal positions. Positions include kitchen personnel, cleaning personnel, grounds keeping and/or lifeguards. Applications must be received before the close of business on April 17, 2019.\*
10. Approval and signature of correspondence to the Federal Service Desk, designating Carrie L. Wallace and Tabatha R. Perry as Entity Administrators in order to complete the SAM.GOV registration processing.\*
11. 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 Carol J. Smith, County Clerk, regarding the 2019-2020 Public Utility Values.
2. Memorandum from Lowell Moore, Chairman of the Region VII Planning & Development Council notifying the Commission of a slight increase in the FY2020 assessment dues. The assessment dues will increase by 15 cents per capita for each local government, effective July 1, 2019. Upshur County's assessment amount will total \$27,892.
3. Atlantic Coast Pipeline – Construction Update Special Edition March 2019
4. Tennerton PSD Operating Budget for July 1, 2018 through June 30, 2019
5. Upshur County Building Permits for the month of February 2019
6. Lewis-Upshur Animal Control Facility Adoption Financial Transactions – January 2019
7. Upshur County E911 Communication Reports --- January 2019
  - Monthly Call Summary Report
  - Monthly Department Summary Report
  - Monthly and YTD Wrecker Report

8. Upshur County Mileage Reports – January 2019

- Upshur 911
- Maintenance
- Emergency Management
- Sheriff
- Addressing and Mapping
- Community Corrections
- Dog Pound

9. Appointments Needed or Upcoming:

- Upshur County Enhanced Emergency Telephone Advisory Board (unexpired term - June 30, 2020) -- Community Member
- Buckhannon-Upshur Parks and Recreation Advisory Board (unexpired term – June 30, 2019) – City Appointee
- Tennerton Public Service District (unexpired term – July 31, 2019)

10. Budget Hearing Schedule

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

- Wednesday, March 13<sup>th</sup> beginning at 9:00 a.m.
- Thursday, March 14<sup>th</sup> beginning at 1:00 p.m.
- Friday, March 15<sup>th</sup> beginning at 8:30 a.m.
- Monday, March 18<sup>th</sup> beginning at 9:00 a.m.
- Tuesday, March 19<sup>th</sup> beginning at 9:00 a.m.

Newsletters and/or Event Notifications, Agendas and/or Notices of Meetings, Meeting Minutes and Scheduled Meetings can all be found by visiting: [http://www.upshurcounty.org/agenda\\_and\\_minutes/index.php](http://www.upshurcounty.org/agenda_and_minutes/index.php)

Tabled Items

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

**Next Regular Meeting of the Upshur County Commission**  
**March 14, 2019 --- 9:00 a.m.**  
**Upshur County Courthouse Annex**