

Upshur County Commission Meeting Agenda

Location: Upshur County Courthouse Annex
If you prefer to participate by telephone, please dial 1-408-650-3123 Access Code: 272 564 045 to enter the conference call

Date of Meeting: July 15, 2021

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

- July 1, 2021
- July 2, 2021 – Special Meeting
- July 7, 2021 – Special Meeting

10:00 a.m. Buckhannon-Upshur Board of Health --- Request for transfer of ownership of the Upshur-Buckhannon Health Department property located at 15 S Locust Street in order to meet ELC Grant Requirements for renovations to the same. Potential site visit will follow.

Items for Discussion / Action / Approval:

1. Correspondence from Mayor Robert N. Skinner, III, requesting for a 911 address to be assigned to a property located on the newly named Raella Lane adjacent to the Event Center at Brushy Fork. * Page 1
2. Approval and signature of Upshur County Basic Ordering Agreement for Courthouse Network Support, Administration & Consulting with Global Science and Technology, effective July 1, 2021. These services will be billed on a monthly basis in the sum of \$1,790. * Page 2-11
3. Approval and signature of the Upshur County Flood Control Dam and Channel Operation, Maintenance Funding Agreement in the amount of \$4,000. Annual contributions will be used to address the operation and maintenance of the Peck's Run Watershed. * Page 12-13
4. Review and signature of correspondence from Johnathan Vickers, Assistant Director, Chief Inspector's Division of the WV State Auditor's Office, confirming services to be provided to the Upshur County Commission for the fiscal year ended June 30, 2020. The fee for the audit services will be \$31,420. * Page 14-19
5. Approval and signature of the Purchase Order and Toshiba MFP Maintenance Agreement between Hart Office Solutions and the Upshur County Commission for a new color copier to be located in the Upshur County Department of Homeland Security and Emergency Management Office. This purchase will be in the amount of \$2,340 and all service and supplies will be billed quarterly based on monthly use. * Page 20-22
6. Approval and signature of the WV CDBG Small Cities Block Grant Program Grant Amendment No. 4 for the Elkins Road PSD Phase III Water System Improvement Project. This amendment will extend the contract period necessary to complete the project. * Page 23
7. Approval and signature of a Software License and Implementation Agreement between Central Square Technologies LLC and the Upshur County 911 Communications Center for the license of an integrated

Computer System on a subscription basis consisting of a 911 system and any additional applications described in the Agreement and the Addenda. The total amount of this contract is one hundred fifty-three thousand two hundred twenty-three dollars and twenty-four cents (\$153,223.24). *

Under separate cover

8. Approval and signature of a CentralSquare 911 Support Agreement between Central Square Technologies LLC and the Upshur County 911 Communications Center for annual maintenance services and support. The annual Maintenance and Support Fee for year 1 will be nineteen thousand two hundred fifty-six dollars and seventy-five cents (\$19,256.75). * Under separate cover
9. Correspondence from Rodney Rolenson requesting reappointment to the Upshur County Enhanced Emergency Telephone Advisory Board. Upon approval, his term will expire on June 30, 2024. * Page 24
10. Approval of advertisement for a full-time Deputy Sheriff. Applications must be received by 4:00 p.m. on Monday, August 16, 2021. * Page 25-26
11. Consider resignation of Buckhannon-Upshur Recreational Park employee. *
Item may lead to Executive Session per WV Code §6-9A-4 (A) Under separate cover
12. Consider transfer of Buckhannon-Upshur Recreational Park employee. *
Item may lead to Executive Session per WV Code §6-9A-4 (A) Under separate cover
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, Remote Work Request(s).

For Your Information:

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

1. (July 7, 2021) WV Department of Arts, Culture & History News Release – New Grant Programs Available for Artists, Arts Organizations Page 27
2. Elkins Road PSD Certification of Customers Page 28-29
3. Hodgesville PSD Certification of Customers Page 30-31
4. (July 8, 2021) Member's Press Release – Public Hearing Dates Set for Joint Committee on Redistricting Page 32-33
5. Upshur County Fire Board, Inc. Cumulative Financial Reports FY21 – July 1, 2020 through June 30, 2021 Page 34-46
6. Upshur County Building & Floodplain Permits for the month of June, 2021 Page 47-49
7. Upshur County E911 Communication Reports – June, 2021 Under separate cover
 - Monthly Department Summary Report
 - Monthly Wrecker Report

- YTD Wrecker Report

8. Lewis-Upshur Animal Control Facility Reports for the month of May, 2021

Page 50-54

- Adoption Financial Transactions
- Cat Report
- Animal Report
- Animal Control/Humane Officer Animal Report

9. Public Notices:

a) Newsletters and/or Event Notifications:

- PALS Flight Brochure Page 55-56
- Mountaineer Rental Assistance Program accepting applications Page 57
- Legal Aid of WV --- Free Legal Services Page 58-59
- The Salvation Army – Social Services Assistance Page 60
- COVID-19 Funeral Assistance through FEMA Page 61

b) Agendas and/or Notice of Meetings:

- 26th Judicial Circuit Community Corrections Program June 14, 2021 Page 62
- Elkins Road PSD July 6, 2021 Page 63
- Upshur County Safe Structures & Sites Enforcement Board July 8, 2021 Page 64
- City Council of Buckhannon – Special Meeting July 8, 2021 Page 65
- Buckhannon-Upshur Parks and Recreation Advisory Board July 12, 2021 Page 66
- Buckhannon-Upshur Airport Authority July 12, 2021 Page 67
- 26th Judicial Circuit Community Corrections Program Special Board Meeting July 15, 2021 Page 68
- City Council of Buckhannon July 15, 2021 Page 69
- Upshur County Fire Board, Inc July 20, 2021 Page 70

c) Meeting Minutes:

- Adrian PSD June 3, 2021 Page 71
- Upshur County Fire Board June 22, 2021 Page 72

d) Meetings:

- 07/06/21 5:00 p.m. Elkins Road PSD
- 07/06/21 4:00 p.m. Hodgesville PSD
- 07/01/21 7:00 p.m. Banks District VFD
- 07/15/21 7:00 p.m. City Council of Buckhannon
- 07/01/21 7:00 p.m. Selbyville VFD
- 07/12/21 12:00 p.m. Upshur County Family Resource Network
- 07/12/21 4:30 p.m. Upshur County Solid Waste Authority
- 07/12/21 5:30 p.m. Buckhannon-Upshur Recreational Park Advisory Board
- 07/15/21 6:00 p.m. Lewis-Upshur Community Corrections Board – Upshur Co.
- 07/13/21 7:30 p.m. Adrian VFD
- 07/01/21 6:00 p.m. Buckhannon-Upshur Board of Health
- 07/21/21 7:00 a.m. Upshur County Development Authority –Full Board
- 07/14/21 12:00 p.m. Upshur County Senior Center Board
- 07/14/21 3:00 p.m. Upshur County Conventions & Visitors Bureau
- 07/13/21 7:00 p.m. Warren District VFD

- 07/01/21 3:00 p.m. Adrian PSD
- 07/14/21 3:00 p.m. Tennerton PSD
- 07/08/21 3:00 p.m. Upshur County Safe Sites & Structures Enforcement Board
- 07/08/21 7:30 p.m. Buckhannon VFD
- 07/12/21 4:00 p.m. Buckhannon Upshur Airport Authority
- 07/15/21 6:30 p.m. Upshur County Youth Camp Board
- 07/11/21 6:00 p.m. Washington District VFD
- 07/19/21 12:00 p.m. Buckhannon-Upshur Chamber of Commerce
- 07/21/21 4:00 p.m. Upshur County Public Library Board
- 07/16/21 10:00 a.m. Wes-Mon-Ty Resource Conservation & Development Council
- 07/27/21 6:30 p.m. Upshur County Fire Board, Inc.
- 07/27/21 5:00 p.m. UC Enhanced Emergency Telephone Advisory Board
- 07/14/21 7:00 p.m. Ellamore VFD
- 07/21/21 12:00 p.m. Lewis Upshur LEPC
- TBD 1:15 p.m. Upshur County Farmland Protection Board
- 07/26/21 7:00 p.m. Upshur County Fire Fighters Association
- 07/14/21 6:00 p.m. Buckhannon River Watershed Association - Farm Bureau
- 07/28/21 10:00 a.m. James W. Curry Advisory Board

10. Appointments Needed or Upcoming:

- Buckhannon-Upshur Airport Authority (unexpired term -- 6/30/2021) – City Representative
- Upshur County Fire Board (7/1/2021-6/30/2024) – Fire Association Representative
- Buckhannon-Upshur Parks and Recreation Advisory Board (7/1/21-6/30/23) – City Representative
- Buckhannon-Upshur Parks and Recreation Advisory Board (7/1/21-6/30/23) – City Representative
- Buckhannon-Upshur Parks and Recreation Advisory Board (7/1/21-6/30/23) – BOE Representative
- Upshur County Farmland Protection Board (7/1/21-6/30/25) – County resident
- Upshur County Farmland Protection Board (7/1/21-6/30/25) – Farm Bureau Representative
- Corridor H Authority (7/1/21-6/30/25)

****If you are interested in serving on an Upshur County board, please submit your letter of interest to the Commission Office at 91 W. Main St., Suite 101, Buckhannon, WV 26201 or trperry@upshurcounty.org. Upcoming term expirations are listed in this section of the agenda; however, letters of interest can be submitted at any time. Letters of interest for boards that do not currently have a vacancy will be held until a vacancy occurs. Please note that submitting a letter of interest does not guarantee appointment. ****

Tabled Items

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

1. Review and approval of the revised Internal Purchasing Policy for Department Supervisors that report to the Upshur County Commission. (Tabled 7/1/2021) *

Next Regular Meeting of the Upshur County Commission

July 29, 2021 — 9:00 a.m.

Upshur County Courthouse Annex

The Upshur County Commission Meeting scheduled for July 22, 2021, has been CANCELLED

City of Buckhannon
70 East Main Street
Buckhannon, WV 26201



Phone: 304.472.1651
TDD# 304.472.9550
Fax# 304.472.0934

Office of the Mayor

Terri Jo Bennett
Upshur County Building Permit Officer
Upshur County Courthouse
38 West Main Street
Room 303
Buckhannon, West Virginia 26201

Dear Terri Jo,

I am writing to you today to request that a 911 address be assigned to Aaron Harris' property located on the newly named Raella Lane, Buckhannon, West Virginia 26201, adjacent to the Event Center at Brushy Fork, located at 929 Brushy Fork Road, Buckhannon, West Virginia 26201.

On Thursday, June 17, 2021, the City Council of the City of Buckhannon held a regular public meeting, second in the month of June, at which a line item was placed on our agenda for consideration to officially name the street Raella Lane. I am pleased to report that members of City Council unanimously approved the street name, and that it shall be named as such immediately.

Following the affirmative vote to name the street, Director of Public Works, Jerry Arnold, recommended that the addressing of the street be handled by the Upshur County Mapping & Addressing Officer in order to remain consistent with all other addresses of structures in that particular geographic area. City Council agreed also unanimously agreed to this provision.

Therefore, I, as Mayor of the City of Buckhannon, and representing the wishes of the City Council of the City of Buckhannon, do hereby request an official address be assigned to properties along Raella Lane, Buckhannon, West Virginia 26201, from the Upshur County Mapping & Addressing Officer, beginning with the properties owned by Aaron and Natasha Harris.

Once an address is assigned, please report this to Aaron and Natasha, as well as back to me as soon as possible. Should you have any questions about this matter, please do not hesitate to reach out to me – either by phone: (304) 439-4155, or email: robbie_skinner@buckhannonwv.org. I sincerely appreciate your time and consideration into this matter.

Respectfully,

Robert Neal Skinner, III
Mayor,
City of Buckhannon



GLOBAL SCIENCE & TECHNOLOGY, INC.

UPSHUR COUNTY

BASIC ORDERING AGREEMENT (BOA)

FOR

**COURTHOUSE NETWORK SUPPORT,
ADMINISTRATION
&
CONSULTING**

July 1, 2021

Prepared By
Global Science & Technology, Inc.
WV Division
2000 Green River Drive, Suite 100
Fairmont, West Virginia 26554

Upshur County Commission Basic Ordering Agreement (BOA) July 1, 2021	Courthouse Network Support Services Contract
--	--

COMMERCIAL CONTRACT FOR SERVICES

This Contract entered into by and between the Upshur County Commission, doing business in the State of West Virginia, (hereinafter sometimes referred to as the "Customer") and Global Science & Technology, Inc., WV Division, (hereinafter sometimes referred to as the "Contractor" or "GST") having a place of business at 2000 Green River Drive, Suite 100, Fairmont, WV 26554.

WITNESSETH THAT:

Whereas, the Upshur County Commission desires to utilize the Contractor's Technology, Engineering and Consulting services. Whereas, the Contractor desires to provide those services, now therefore in consideration of the promises contained herein, the Upshur County Commission and Contractor do mutually agree as follows:

(1) BASIC TERMS AND CONDITIONS

The basic contracting terms and conditions are applicable to all options executed under this Basic Ordering Agreement (BOA). A brief description of anticipated tasks that will be submitted under this BOA are listed in this document.

The Contractor shall submit a technical description of work and activities taking place during each quarter of the year.

The Contractor shall not proceed with any work under this contract without prior authorization from the Upshur County Commission.

The Contractor shall furnish the services, together with all related personnel, facilities, supplies and materials needed to perform the specified task unless specifically noted in the individual task description, also referred to as a Statement Of Work (SOW).

1.1 PERIOD OF PERFORMANCE

Basic Ordering Agreement: July 1, 2021 to June 30, 2022.

1.2 CONTRACT NUMBER

This Contract Number, T017.1.001.UPS., assigned by GST to this project will be submitted on all invoices.

1.3 PAYMENT/INVOICES

All costs claimed under this contract must be allowable, allocable, and adequately supported by accounting records and other auditable data. The contractor may invoice the Upshur County Commission on a monthly basis. Invoices for expenses incurred shall be submitted in duplicate to address the indicated below: (Please fill in)

Upshur County Commission
91 W Main Street, Ste 101
Buckhannon, WV 26201

Upshur County Commission Basic Ordering Agreement (BOA) July 1, 2021	Courthouse Network Support Services Contract
--	--

Payment of said invoices shall be contingent upon approval by the Upshur County Commission. Payments shall be made upon presentation of proper invoices. Invoice terms are net 30 days after receipt of acceptable materials or services and invoice. Invoices shall be presented in such detail as is necessary for the Upshur County Commission to be able to determine the reasonableness of the costs and/or prices quoted thereon.

2.0

Scope of Work:

GST's staff will work in coordination with the Current County Administrator or a representative designated by the County.

GST support personnel will be responsible for the following items:

- A. Implement and maintain standardized anti-virus software on all computers, laptops, and servers designated by the county and inventoried by GST for support.
- B. Implement network settings/security on all computers to insure optimum performance and security.
- C. Install/maintain any/all wireless or other communications equipment to allow all offices to communicate effectively.
- D. Assist designated Courthouse offices with technology purchases at the request of each office. Including PC's, Printers, Custom Software, Network Switches, Routers, etc.
- E. Per County's request, assist staff with any/all vendor technology purchase decisions. We will attend on meetings County deems appropriate.
- F. Provide unlimited Desktop, Laptop, Server support via phone or on-site support for software that is currently supported by applicable software vendors. There are no charges for phone or site support.
- G. Provide consulting for Geographic Information Systems (GIS) plans and implementation.
- H. Provide consulting/support for any Emergency Services/E-911 technology requirements.
- I. In the event the County wishes to add equipment at the Courthouse, Courthouse Annex, or facilities owned by the County the equipment must be inspected by GST to determine the additional cost associated with supporting the added equipment.

Items to be covered in GST's Maintenance/Administration Contract

GST will solve problems or coordinate a corrective action for problems related to the following items or issues. Please note the coverage detail for each item.

Network Electronics & Cabling

- Cabling – Ensuring proper function. GST will determine the problem and or work with the cabling contractor to resolve the issue.
- Network Electronics (Hubs, Switches, Patch Panels, Uninterruptible Power Supplies, Tape Backups, and Routers. GST will isolate Electronics problems to the equipment and will work with the manufacturer service representative to correct the problem. GST will not pay for repair or replacement of these items.
- LAN (Local Area Network) Connection – Ensuring proper connection between computers, printers, and server. GST will determine LAN related problems under this support contract, however, all part replacements will be handled by the manufacturer if in warranty or by your county if no warranty exists.
- WAN (Wide Area Network) Connection – GST will troubleshoot with WVNET to determine and help fix Wide Area Network problems.

Upshur County Commission Basic Ordering Agreement (BOA) July 1, 2021	Courthouse Network Support Services Contract
--	--

- Computers (Workstations) GST will determine problems related to the computer, keyboard, mouse and monitors. GST will work with hardware vendors to obtain replacement equipment. GST will not provide replacement parts or labor for computers or servers. Parts must be paid for by the customer.
- Servers – GST will determine problems with the server and work to resolve them quickly. GST will not provide replacement parts but will provide labor to replace Server parts.
- Printers – GST will determine problems related to printing and work with the printer manufacturer to obtain replacement parts or service. GST is not authorized to work on any printer under warranty. Working on Printers in warranty may void the manufacturer's warranty.

Workstation Software

- GST will support the desktop Operating Systems for each PC that has a supported version of a Microsoft Desktop Operating System.
- GST will support printer software and support problems related to drivers and the printer setup.
- GST will provide support for the following software packages: Microsoft Office Suites under current support by Microsoft.

Server Software

- GST will support Microsoft's Server Operating Systems that remain under support by Microsoft.
- GST will support administrative tasks controlled at the server related to the following areas: User accounts, permissions, drive mappings, shared drives, backup schemes, and virus protection.

Network Planning

- GST will inform the county of any necessary updates that will affect the operation of your network. We have installed Windows Service Packs into your Courthouse network from our Fairmont facility in the past. It is imperative that you update the Service Pack versions and Antivirus versions to maintain network function.
- GST will implement all industry standard upgrades into your network. Any necessary free upgrades will be implemented. Any upgrades requiring purchase will be recommended.

Antivirus Protection

GST shall implement the latest version of antivirus software that automatically downloads virus definition files daily and alerts our office of any virus activity in your network. In the event a virus affects any of your machines, we will rid the system of the virus and restore the workstation or workstations to an operational state. The antivirus software must be purchased and maintained by annual agreement for the software licensing.

Remote Administration Services

Remote administration allows updating of software versions, and allows software/hardware troubleshooting. These tasks can typically be accomplished without traveling to the site. This service provides an efficiency that will mean substantial savings in travel and system downtime.

The Statewide network provides an excellent platform to use Remote Management Software. Remote Management software will allow our technical support personnel to assume control of your workstation, diagnose, and correct problems related to software. Remote access will also allow support personnel to identify hardware problems.

Schedule:

Work will commence upon execution of this contract.

Payment Terms:

Payment will be due for each item 30 days after the invoice date. Each month will be

Upshur County Commission Basic Ordering Agreement (BOA) July 1, 2021	Courthouse Network Support Services Contract
--	--

invoiced prior to services rendered according to the pricing schedule below.

Month	Staff Required	Monthly Total
July 2021	(2-3) Network Engineers	\$1,790.00
Aug 2021	(2-3) Network Engineers	\$1,790.00
Sept 2021	(2-3) Network Engineers	\$1,790.00
Oct 2021	(2-3) Network Engineers	\$1,790.00
Nov 2021	(2-3) Network Engineers	\$1,790.00
Dec 2021	(2-3) Network Engineers	\$1,790.00
Jan 2022	(2-3) Network Engineers	\$1,790.00
Feb 2022	(2-3) Network Engineers	\$1,790.00
Mar 2022	(2-3) Network Engineers	\$1,790.00
Apr 2022	(2-3) Network Engineers	\$1,790.00
May 2022	(2-3) Network Engineers	\$1,790.00
June 2022	(2-3) Network Engineers	\$1,790.00

Pricing for Expenses and Per Diem

In the event GST travels to your facility or a facility related to this project to facilitate the solution of a problem we **will not** bill for mileage or per diem.

Payment Schedule and Terms

GST's contract for Technical Support services would be for beginning July 1, 2021 and concluding June 30, 2022.

GST will bill on a monthly basis.

Payment Terms will be Net 30.

Invoices paid more than 30 days past due are assessed interest at 1-1/2 % per month (18% annually) of the total invoice amount.

(3) STANDARD TERM AND CONDITIONS

Upshur County Commission Basic Ordering Agreement (BOA) July 1, 2021	Courthouse Network Support Services Contract
--	--

3.1 Notices

Any notices required to be given hereunder shall be given in writing at the address of each party herein set forth or to such other address as either party may substitute by written notice to the other.

If to Customer:	If to Contractor:
Upshur County Commission Attn: County Administrator 91 W Main Street, Ste 101 Buckhannon, WV 26201	Global Science & Technology, Inc. WV Division 2000 Green River Drive, Suite 100 Fairmont, WV 26554 Attn: Sandra Stewart

3.2 Contacts

Each Party's contractual and technical representatives for this Contract shall be designated in writing. Either party may, by written notice to the other, change such representatives at any time. Contacts with the Customer which affect the contract ceiling, schedule, Contract Tasks, or other contract terms and conditions shall be made with the authorized contractual representative. No changes to this contract will be binding upon Customer unless incorporated in a written modification to the contract and signed by Customer's contractual representative.

All effort authorized shall be performed under the technical direction of Customer's technical representative. When, in Contractor's opinion, such technical direction constitutes a change to the Contract Agreement; Customer's contractual representative shall be notified immediately for authorization of such change. Until such authorization is granted by Customer's contractual representative, Contractor shall perform in accordance with the Contract Agreement as written.

3.3 Proprietary Information and Non Disclosure

During the term of this Contract, Customer and Contractor, to the extent of each party's contractual and lawful right to do so, shall exchange such proprietary technical and other information as is reasonably required for each to perform its obligations hereunder. Customer and Contractor each agree to keep in confidence and prevent the disclosure to any person(s) outside their respective organizations or any person(s) within their organizations not having a need to know, all information received from the other which is in writing and designated by appropriate stamp or legend to be of a proprietary nature and to use such information only in connection with their obligations under this Contract; provided, however, that neither party shall be liable for disclosure or use of such data if the same is:

1. In the public domain at the time of disclosure, or is subsequently made available to the general public without restriction by the disclosing party
2. Known to the receiving party at the time of disclosure without restrictions on its use or independently developed by the receiving party, and there is adequate documentation to demonstrate either condition
3. Used or disclosed inadvertently despite the exercise of the same degree of care that each party takes to preserve or safeguard its own proprietary information
4. Used or disclosed with the prior written approval of the disclosing party
5. Disclosed without restriction to the receiving party from a source other than the disclosing party
6. Used or disclosed after a period of time mutually agreed upon in writing by the parties

No sheet or page of any written material will be so labeled which is not, in good faith believed to contain proprietary information. A recipient of information hereunder will have no obligation with respect to any portion of any written material which is not so labeled, or any information received orally unless a written

Upshur County Commission Basic Ordering Agreement (BOA) July 1, 2021	Courthouse Network Support Services Contract
--	--

summary of such oral communication, specifically identifying the item(s) of proprietary information, is furnished to the recipient within 15 calendar days.

If any portion of a party's proprietary information falls within any one of the above exceptions, the remaining information shall continue to be subject to the foregoing prohibitions and restrictions.

3.4 Assignments and Contracts

The Contractor may assign portions of work conducted under this BOA to qualified subcontractors without the prior written consent of the Customer. However, Global Science & Technology, Inc. shall be responsible for all work conducted under this BOA.

3.5 Task Assignments

All tasks identified in the Statement of Work are subject to the terms and conditions of this Contract. In the event of conflict between a task and this Contract, the Contract shall prevail.

3.6 Limitation of Liability

Customer's maximum liability shall not exceed the fully executed Contract amount.

3.6.1 Indemnification

Contractor shall indemnify and save Customer harmless from and against any and all liability for injury to persons or property occasioned wholly or in part by an act or omission of Contractor, its lower-tier Contractors, agents, or employees, including any and all expense, legal or otherwise, incurred by Customer in the defense of any claim or suit arising out of the work done under this Contract; provided, however, the Contractor shall not be liable for injury to persons or property caused by the negligence of Customer, its agents, and employees. Both Parties shall maintain such Public Liability, Property Damage, and Employee's Liability and Compensation Insurance as will protect the other party from any of said risks and from any claims under any applicable Workmen's Compensation and Occupation Disease Acts. Customer shall promptly notify Contractor of any claim against Customer which is covered by this indemnification provision and shall authorize representatives of Contractor to settle or defend any such claim or suit and to represent Customer in, or to take charge of, any litigation in connection therewith.

3.6.2 Infringement Indemnity

In the event that any item furnished by Contractor under this order is allegedly the subject of an infringement suit, Contractor may, at its sole cost and expense, modify such items to become non-infringing. In lieu of any other warranty by Customer or Contractor against infringement, statutory or otherwise, it is agreed that Contractor shall defend at its expense any suit against Customer or its customers based on a claim that any item furnished under this order or the normal use or sale thereof infringes any US Letters, patent or copyright, and shall pay cost and damages finally awarded in any such suit, provided that Contractor is notified in writing of the suit and given authority, information, and assistance at Contractor's expense for the defense of same. If the use or sale of said item is enjoined as a result of such suit, Contractor, at no expense to Customer, shall obtain for Customer and its customers the right to use and sell said item or shall substitute an equivalent item acceptable to Customer and extend this patent indemnity thereto.

Upshur County Commission Basic Ordering Agreement (BOA) July 1, 2021	Courthouse Network Support Services Contract
--	--

3.7 Intellectual Property Rights and New Technology and Data Rights

Title to all intellectual property including, without limitation, any inventions, discoveries, works, material or data, computer software, or algorithms, whether or not it can be protected by patent, trade secret, or copyright, conceived, developed, made, or first reduced to practice by Customer in the course of performance of this Contract, shall remain with Customer.

The Parties acknowledge that during performance under the Contract, new technologies, proprietary and confidential concepts, methods, techniques, processes and ideas, whether or not patentable or copyrightable, and whether or not constituting inventions ("New Technologies"), may result. All right, title, and interest, including trademarks, copyright interests, and other forms of intellectual property, in and to such New Technologies developed by Customer, alone or in combination with Contractor, its employees, or agents, shall be the exclusive property of Customer. Contractor agrees that any efforts or contributions of Contractor or its employees to the creation or development of the New Technologies, except as licensed herein, shall upon their creation or development, be owned exclusively by Customer. To the extent that exclusive title or ownership may not vest in Customer, Contractor hereby relinquishes claims and assigns to Customer all rights in, and the exclusive ownership to, the New Technologies. During and subsequent to the term of this Contract, Contractor agrees to execute all documents and provide reasonable assistance as requested by Customer to assist Customer in obtaining and protecting Customer's interests in any such New Technologies which Contractor elects to maintain anywhere in the world.

3.8 Customer Provided Equipment, Tools, and Materials

Contractor agrees it will keep confidential and not use any material, computer hardware, other equipment, designs, sketches, specifications, drawings, computer programs and software, or other data or information furnished by Customer for any purpose whatsoever other than as herein specified, including but not limited to the manufacture of larger quantities, without prior written consent of Customer. All material, computer hardware, other equipment, designs, sketches, specifications, computer programs and software, or other data or information supplied by Customer, whether loaned to Contractor or fabricated, manufactured, purchased or otherwise acquired by Contractor for the performance of this Contract and specifically charged to Customer are the property of the Customer. Contractor shall keep adequate records, and shall identify, store, protect, preserve, repair, and maintain such property in accordance with sound industrial practice and Contractor's standard property accounting procedures. Contractor agrees to replace, at its expense, all such items not so returned. Contractor shall make no charge for any storage, maintenance or retention of such property of Customer. Contractor shall bear all risk of loss for all of Customer's property in Contractor's possession.

3.9 Non-Waiver of Rights

The failure of Customer to insist upon strict performance of any of the terms and conditions in the Contract or to exercise any rights or remedies shall not be construed as a waiver of its rights to assert any of same or to rely on any such terms or conditions at any time thereafter.

3.10 Validity

The invalidity in whole or in part of any provision of this Contract shall not void or affect the validity of any other provision.

3.11 Disputes

Any dispute arising under this Contract which is not settled by agreement of the parties will be settled in the following manner.

Upshur County Commission Basic Ordering Agreement (BOA) July 1, 2021	Courthouse Network Support Services Contract
--	--

1. Either party may deliver to the other a written dispute notice setting forth a brief description of the issue(s). Such notice initiates the dispute resolution mechanism.
2. During the sixty day period following the delivery of the dispute notice, appropriate representatives of both parties will negotiate in good faith to resolve the disputed issue(s).
3. If the Parties are unable to resolve the dispute through negotiation, then within thirty (30) days after the negotiation period ends, the Parties will refer the issue to The American Arbitration Association for final resolution. The procedures for presentation of each Party's position and the method by which The American Arbitration Association will reach and render a decision will be determined when the matter is referred thereto. If the Parties are unable to agree on such procedures, which The American Arbitration Association shall determine the procedures and methods to be used.
4. Unless the Parties otherwise agree in advance in writing, the decision of The American Arbitration Association will be final and binding on the Parties.

Pending any decision, appeal, or judgment referred to in this clause or the settlement of any dispute arising under this Contract, Contractor shall proceed diligently with the performance of this Contract.

3.12 Entire Agreement

Upon acceptance of this Contract, Contractor agrees that the provisions under this Contract, including all documents incorporated herein by reference, shall constitute the entire Agreement between the parties hereto and supersede all prior agreements relating to the subject matter hereof. This Contract may not be modified or terminated orally, and no modification or any claimed waiver of any of the provisions hereof shall be binding unless in writing and signed by the party against whom such modification or waiver is sought to be enforced.

3.13 General Relationship

Contractor agrees that in all matters relating to this Contract it shall be acting as an independent contractor and shall assume and pay all liabilities and perform all obligations imposed with respect to the performance of this Contract. Contractor shall have no right, power or authority to create any obligation, expressed or implied, on behalf of Customer and shall have no authority to represent Customer as an agent.

3.14 Applicable State Law and Compliance

This Contract shall be governed by and construed in accordance with the laws of the State of West Virginia. Contractor agrees to comply with the applicable provisions of any federal, state or local law or ordinance and all orders, rules and regulations issued thereunder.

3.15 Order of Precedence

In the event of an inconsistency or conflict between or among the provisions of this Contract, the inconsistency shall be resolved by giving precedence in the following order:

1. Basic Ordering Agreement (BOA)
2. Statement of Work

Upshur County Commission Basic Ordering Agreement (BOA) July 1, 2021	Courthouse Network Support Services Contract
--	--

In witness whereof, the duly authorized representatives of the Customer and Contractor have executed this Contract on the dates shown.

UPSHUR COUNTY COMMISSION
(Customer)

GLOBAL SCIENCE & TECHNOLOGY, INC.
(CONTRACTOR)

Signature

Kristie G. Tenney

Name (Typed or Printed)

Commission President

Title

July 15, 2021

Date

Signature

SANDRA K. STEWART

Name (Typed or Printed)

DIRECTOR OF CONTRACTS

Title

Date

Program: OM&R Funding
Watershed: Tygarts Valley
Agreement #:

Pecks Run Dam Operation, Maintenance Funding Agreement

THIS AGREEMENT, made this _____ day of _____, 2021, by and between the Upshur County Commission, Tygarts Valley Conservation District, and the West Virginia Conservation Agency.

AUTHORITY: WVCA: W.Va. Code 19-21A-4
 Upshur County Commission: W. Va. Code 7-1-3i

THE PURPOSE of this agreement is to recognize the need for ongoing operation, maintenance and inspection for critical infrastructure and to provide annual funding to operate and maintain the flood control structure known as the Pecks Run dam located in the Tygarts Valley Watershed.

It is Mutually agreed that:

This agreement shall run on a 12-month fiscal year, July 1 to June 30. This agreement may be extended for up to five years by mutual consent of each party.

All sponsors agree to provide funding to the Tygarts Valley Conservation District on an annual basis to address the operation and maintenance of the structures covered under this agreement.

The Upshur County Commission shall provide:	\$4,000
The West Virginia Conservation Agency shall provide:	\$4,000

The Tygarts Valley Conservation District shall send a letter in January of each year requesting these funds in accordance with the list above.

As part of the request, the Tygarts Valley Conservation District, in collaboration with the West Virginia Conservation Agency, shall make a report to the Upshur County Commission on prior fiscal year's operation and maintenance work, and provide a projection of work that will be performed during the upcoming fiscal year.

All parties listed above shall be invited to attend the scheduled operation and maintenance inspections on an annual basis at a time mutually agreed to by the parties.

Any costs outside of the regular operation and maintain will be negotiated and become part of a separate agreement between the parties.

West Virginia Conservation Agency funding is subject to annual appropriations from the WV Legislature.

Page 2 – OM&R Funding Agreement
Watershed: Tygarts Valley
Agreement #:

Upshur County Commission's funding is subject to annual appropriations.

This agreement reflects the entire understanding between the parties. Any changes to this agreement shall be in writing and signed by all parties.

This agreement is governed by West Virginia law. If any part of this agreement is declared to be invalid by a body having competent jurisdiction, the remaining terms and conditions of the agreement survive in their entirety.

XXX COUNTY COMMISSION

By: _____

Title: _____

Date: _____

This action authorized at an
 Official meeting of the
 Upshur County Commission on
 the ____ day of _____, 2021,
 in the State of West Virginia.

Attest:

 (Signature)

 (Title)

XXX CONSERVATION DISTRICT

By: _____

Title: _____

Date: _____

This action authorized at an
 Official meeting of the
 Tygarts Valley Conservation District on
 the ____ day of _____, 2021,
 in the State of West Virginia.

Attest:

 (Signature)

 (Title)

WEST VIRGINIA CONSERVATION AGENCY

By: _____

Title: _____

Date: _____



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) 558-2251
Fax: (304) 558-6414
www.wvsao.gov

July 12, 2021

Ms. Kristie G. Tenney, President
Upshur County Commission
38 W. Main Street
Buckhannon, WV 26201

We are pleased to confirm our understanding of the services we are to provide the Upshur County Commission for the fiscal year ended June 30, 2020. We will audit the financial statements of the governmental activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the Upshur County Commission's basic financial statements as of and for the fiscal year ended June 30, 2020. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Upshur County Commission's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Upshur County Commission's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's discussion and analysis (if applicable).
2. GASB required supplementary pension information (if applicable).
3. Schedule of funding progress – OPEB (if applicable).

We have also been engaged to report on supplementary information other than RSI that accompanies Upshur County Commission's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

1. Rate covenant compliance (if applicable).
2. Combining statements and supplementary schedules (if applicable).

Auditor Responsibilities

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of the Upshur County Commission and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of Upshur County Commission's financial statements. Our report will be addressed to the governing board of the Upshur County Commission. We will make reference to Ferrari and Associates, PLLC's audits of the Upshur County Development Authority and Upshur County Fire Board as well as a yet to be determined CPA's audit of the Buckhannon-Upshur County Airport Authority in our report on your financial statements. Our audit will also include performing procedures, or requesting other auditors to perform procedures, on the financial information of the Upshur County Farmland Protection Board, the Upshur County Youth Camp, and the Upshur County Building Commission to enable us to express such an opinion. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states: (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that Upshur County Commission is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Audit Procedures – General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from: (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance

may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures – Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Upshur County Commission's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Other Services

If necessary, we may also assist in preparing the financial statements and related notes of the Upshur County Commission in conformity with U.S. generally accepted accounting principles based on information provided by you. If performed, these non-audit services would not constitute an audit under *Government Auditing Standards* and such services would not be conducted in accordance with *Government Auditing Standards*. We would perform the services in accordance with applicable professional standards. The other services would be limited to the financial statements previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for designing, implementing, establishing and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported.

Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving: (a) management, (b) employees who have significant roles in internal control and, (c) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that: (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies.

Upshur County Commission
 July 12, 2021
 Page Five

You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other non-audit services we may provide. If non-audit services are provided, you will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee any non-audit services that may be provided by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Audit Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the Upshur County Commission. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of the West Virginia State Auditor's Office and constitutes confidential information. However, subject to applicable laws or regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a federal oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Governmental Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of the West Virginia State Auditor's Office personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies. *Government Auditing Standards* require we provide our most recent external peer review report and any subsequent peer review reports to the party contracting for the audit. A copy of our most recent external peer review report is available at our website (<http://www.wvsao.gov/ChiefInspector/AdvisoryMemos.aspx>) or can be obtained by contacting our office.

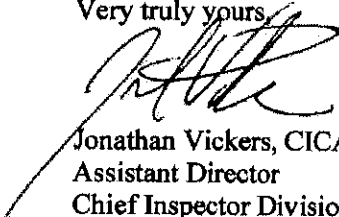
The audit documentation for this engagement will be retained for a minimum of five years after the report release date. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Our auditors, Ashely Taylor and Thomas Dodd, have been assigned to conduct your audit and expect to begin the engagement on approximately July 19, 2021. To enable the auditors to work more efficiently, we would appreciate it if you would provide them with suitable office space that is quiet and has access to a telephone and the internet. Our fee for these services will be \$31,420 for the audit. Our invoices for these fees will be rendered periodically as work progresses and are payable on presentation. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new contract price before we incur the additional costs.

Upshur County Commission
July 12, 2021
Page Six

We appreciate the opportunity to be of service to the Upshur County Commission and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and provide it to the auditor. If the auditor is not available, please return it to us to the attention of Jackie Austin.

Very truly yours,



Jonathan Vickers, CICA
Assistant Director
Chief Inspector Division
Office of the State Auditor

RESPONSE:

This letter correctly sets forth the understanding of the Upshur County Commission.

By: _____

Title: _____

Date: _____

No.102



HART OFFICE SOLUTIONS
YOUR LOCAL DOCUMENT SOLUTIONS DEALER
800-527-5366

Toshiba MFP Maintenance Agreement

July 7, 2021

Upshur County Commission
91 West Main Street, Suite 101
Buckhannon, WV 26201
304-472-0535

Maintenance Details for Toshiba 330AC Copier System:

- All service and supplies will be billed monthly at \$.012 for all black and white clicks and at \$.065 for all color clicks. A \$30 monthly minimum applies for black and white. All toner, parts, and labor included (excludes paper). Initial IT set up included. *Invoiced quarterly TRP*

Hart Office Solutions also offers Managed IT Services Agreements. If interested, please contact us for a Free analysis and quote.

TERMS AND CONDITIONS OF YOUR MAINTENANCE AGREEMENT

For the purpose of maintaining the equipment covered by this agreement in good operating condition within manufacturer's specifications, Hart Office Solutions agrees to perform maintenance service in accordance with the following terms and conditions.

Hart Office Solutions is not responsible for any damages for loss of use of the Toshiba/Lexmark digital copier. Such excluded damages would include, but not limited to, a customer paying a third party to print documents or if customer is unable to print because of a Toshiba/Lexmark/brother digital copier network connection breakdown. Other exclusions include, but are not limited to, customer credits or reimbursements for poor quality or wasted prints and/or credits or reimbursements for wasted paper due to poor quality prints or due to misfeeds.

The term of this agreement is based upon the anticipated customer usage as shown in the maintenance description listed above. Allowed clicks are accumulated from the meter reading on the M.A. (Maintenance Agreement) start date. Should the number of allowed clicks be exceeded, customer agrees to pay the current excess click charge for each click in excess of allowed clicks. Invoices for excess click charges will be tendered at the time of service, and shall be payable by the customer upon receipt.

Excessive toner fill usage and scans may result in additional charges above the normal CPC rate / Maintenance charge. Supplies will also be provided based on the manufacturer's listed usage rate.

Hart Office Solutions reserves the right to terminate this agreement.

This agreement covers all routine, remedial and preventative maintenance service so long as this type of coverage was purchased.

With the exception of consumable parts, all parts are included under this agreement (so long as this type of agreement was purchased).

Consumable supplies are not included under this agreement unless specified as such under the "Maintenance Description" area of this agreement.

Electrical work external to the equipment and equipment line cord is not covered by this agreement.

The initial term of the agreement shall commence on the date this agreement is signed. This agreement shall automatically renew annually, at Hart Office Solutions maintenance rates in effect at the time of renewal. Hart Office Solutions reserves the right to increase the maintenance agreement and/or overage click rates on an annual basis by an amount not to exceed 10%.

This agreement does not cover service necessitated by malfunction of parts, attachments, or supplies of non-Toshiba/Lexmark manufacture.

Any customer changes, alterations, or attachments may require a change in the maintenance charge set forth herein. Hart Office Solutions also reserves the right to terminate this agreement in the event that it shall determine that such changes, alterations, or attachments make it impractical for Hart Office Solutions to continue to service the equipment.

This agreement will not apply to any equipment lost or damaged through accident, abuse, misuse, theft, neglect, acts of third parties, fire, water, casualty or any other natural force. Any loss or damage occurring from any of the foregoing is specifically excluded from this agreement.

In the event that any equipment is moved from the location set forth on the reverse side hereof, Hart Office Solutions, may terminate and/or subject the copier to additional service charges.

This agreement is not assignable or transferable by customer without prior written consent of Hart Office Solutions.

Customer agrees OEM parts and supplies are not required provided the parts or supplies meet or exceed manufacturer's specification.

Invoice pursuant to this agreement will be tendered at the outset of each term. All charges for service and parts hereunder and all maintenance charges shall be payable by the customer immediately upon receipt of invoice. Hart Office Solutions reserves the right to withhold service and product if Customer fails to make any payment due under the terms and conditions of this Agreement.

Cancellation at the conclusion of the initial term or any renewal term may be accomplished by either party giving written notice of such cancellation to the other party no later than thirty (30) days prior to the expiration of the term then in effect. In addition, Hart Office Solutions may cancel this agreement, in whole or in part, at any time upon seven (7) days written notice, or without notice in the thirty (30) day period prior to the renewal date, if customer at any time is in breach of any term or condition herein contained.

This Maintenance Agreement shall be for a twelve (12) month period beginning upon installation of the new or used system or upon the signing of this agreement, whichever comes first. This non-cancelable agreement shall automatically be renewed annually at the then prevailing rates for a successive one-year term unless terminated by either party by providing written notice no less than 30 days prior to the upcoming annual term.

Supplies: All supplies and parts ordered, accepted, and received by the customer remain under the ownership of Hart Office Solutions until consumed.

Limited Remedies: At no time shall Hart Office Solutions be held liable for any damages to the network, network server or workstations. In no event shall Hart Office Solutions be liable for special, consequential, exemplary, indirect or incidental damages beyond the cost to repair or replace a defective part and maintenance service. While Hart Office Solutions endeavors to promptly address any emergency and maintain the Toshiba/Lexmark digital copier which is the subject of this agreement, Hart Office Solutions shall not be liable for any damages for any alleged failure to make repairs and/or maintain the copier including any claim that the repair or maintenance was not timely. For example, but not by the way of limitation, Hart Office Solutions is not responsible for any damages for loss of use of the Toshiba/Lexmark digital copier. Such excluded damages would include, but not limited to, a customer paying a third party to print documents or if customer is unable to print because of a Toshiba/Lexmark digital copier network connection breakdown.

Miscellaneous: This Agreement constitutes the final, complete and exclusive statement of the terms of the Agreement between the parties pertaining to maintenance of the Toshiba/Lexmark digital copier network connection and supersedes all prior and contemporaneous understandings or agreements of the parties. A signed facsimile or copy of the Agreement shall be deemed as effective as an original.

Connections to computer/networks: Connections will be performed by a Hart Office Solutions technician in conjunction with customers IT support personnel. Customer shall first provide all necessary cabling, network connections and electrical requirements for the installation. If the equipment cannot be installed and connected because of some condition within the customer's reasonable control, then a reinstallation charge shall apply. The engineer performing the installation will configure up to 5 workstations. Additional workstations will be configured at an additional charge at the prevailing rate.

Connection Waiver: If Hart Office Solutions performs the installation/connection, the customer agrees that Hart Office Solutions is responsible only for completing the installation and setup of the equipment purchased through Hart Office Solutions. Hart Office Solutions is not responsible for any changes, failures, downtime or consequential losses of the customer's network, software or computers during or after the installation.

Acceptance: Your signature will indicate your acceptance of these terms and conditions.

Customer Name (printed): Upshur County Commission

Date: _____

Customer Signature (acceptance): _____

Printed Name: _____

Title: _____



Community Development Block Grant
(CDBG)
Grant Amendment No. 4

West Virginia Development Office
1900 Kanawha Blvd. East
Building 3, Suite 700
Charleston, WV 25305

Subrecipient Information		State Accounting Information	
Name:	Upshur County Commission Courthouse	Major Program:	CDBG
Address:	Annex, 91 West Main St., Suite 101, Buckhannon, WV 26201	Program:	CDBGGRANTS
FEIN:	55-6000406	Grant Award Number:	16SCBG0008
DUNS:	028608099	Oasis Vendor Number:	17*3858
		Oasis Grant Award Number:	212313

Amendment No. 4 – Description of Change

This amendment will extend the contract period necessary to complete the project.

Federal Award Information		Pass-through Award Information	
Federal Awarding Agency...	Department of Housing and Urban Development (HUD)	Pass-through Awarding Agency.....	Commerce – WV Development Office
CFDA Number and Name....	14.228 – Community Development Block Grant	Subaward Project Number.....	17SCBG0018
R&D Award.....	No	Award Period of Performance.....	12/12/2012 - 6/30/2021
		Amended Period of Performance.....	12/12/2012 – 6/30/2022
PY2017 Funds		PY2017 Funds – PPC-B17	
FAIN.....	B17DC540001	Funds Deobligated by This Action.....	\$908,946.18
Federal Award Date.....	10/19/2017	Total Funds Obligated.....	\$307,619.82
Total Federal Funds Available.....	\$12,228,766.00		
PY2016 Funds		PY2016 Funds – PPC – B16	
FAIN.....	B16DC540001	Funds Obligated by This Action.....	\$0.00
Federal Award Date.....	09/19/2016	Total Funds Obligated.....	\$283,434.00
Total Federal Funds Available.....	\$12,520,351.00		
PY2015 Funds		PY2015 Funds – PPC-B15	
FAIN.....	B15DC540001	Funds Obligated by This Action.....	\$68,921.35
Federal Award Date.....	8/02/2015	Total Funds Obligated.....	\$68,921.35
Total Federal Funds Available.....	\$12,528,038.00		
PY2014 Funds		PY2014 Funds – PPC-B14	
FAIN.....	B14DC540001	Funds Deobligated by This Action.....	\$438,418.00
Federal Award Date.....	8/02/2015	Total Funds Obligated.....	\$438,418.00
Total Federal Funds Available.....	\$12,528,038.00		
PY2013 Funds		PY2010-PY2013 Funds – PPC-B98	
FAIN.....	B13DC540001	Funds Obligated by This Action.....	\$401,606.83
Total Federal Funds Available.....	\$13,429,610.00	Total Funds Obligated.....	\$401,606.83
PY2012 Funds			
FAIN.....	B12DC540001		
Total Federal Funds Available.....	\$13,177,973.00		
PY2011 Funds			
FAIN.....	B11DC540001		
Total Federal Funds Available.....	\$15,383,805.00		
PY2010 Funds			
FAIN.....	B10DC540001		
Total Federal Funds Available.....	\$18,358,507.00		
		Total Federal Funds Committed to Project.....	\$1,500,000.00

Notice of Grant Amendment

This amendment is made and agreed upon by the WV Department of Commerce and by the Subrecipient listed above pursuant to the CDBG funds under Title I of the U.S. Housing and Urban Development Act of 1974 (Public Law 93-383), as amended. In all other respects, the agreement of which this is an amendment to shall remain in full force and effect.

Terms of Acceptance

By accepting funds under this Amendment, the subrecipient agrees to comply with all terms and conditions in the Agreement; all assurances and certifications made in the Agreement; and all applicable federal statutes, regulations, and guidelines. The subrecipient agrees to administer the funded project in accordance with the Agreement and budget(s), supporting documents, and other representations made in support of the Agreement.

For the Pass-Through Entity:

Authorized Signature _____ Date _____
Jennifer Ferrell, Director
 Print Name / Title
 304-558-2234
 Phone
Jennifer.L.Ferrell@wv.gov
 Email

For the Subrecipient:

Authorized Signature _____ Date _____
 Print Name / Title
 Phone
 Email

June 23, 2021

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

RE: Reappointment to the Upshur County Enhanced Emergency Telephone Board

Commissioners,

This letter serves as my official request for reappointment to the Upshur County Enhanced Emergency Telephone Board. My term expired on June 30, 2021 and I would appreciate the opportunity to continue to serve on this board. This reappointment would be for a three-year term to expire on June 30, 2024.

If you should have any questions, please do not hesitate to contact me.

Sincerely,

Rodney Rolenson

Upshur County Sheriff's Office

Virgil D. Miller, Sheriff

Heather D. Sparks
Chief Deputy
Tax Division

38 West Main Street, Room 103
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

J. Michael Coffman
Chief Deputy
Law Enforcement

July 15, 2021


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

Dear Commissioners:

Please approve the advertisement for a full-time Deputy Sheriff. This advertisement will be run in the Record Delta on Tuesday, July 27, 2021; Thursday, July 29, 2021; Tuesday, August 3, 2021; and Thursday, August 5, 2021 with applications being due no later than Monday, August 16, 2021.

Thank you for your support and consideration.

Respectfully,



Virgil D. Miller
Sheriff of Upshur County, WV

**Upshur County Civil Service Commission for Deputy Sheriffs
Notice of Testing
Competitive Examination and Certified List of Eligibility
Deputy Sheriff Positions**

The Upshur County Civil Service Commission for Deputy Sheriffs is announcing an open period for the purpose of accepting applications for admission to competitive examinations. Such examinations shall be part of the criteria used to establish an eligibility list for appointment to entry level positions of Deputy Sheriff.

The date for the physical agility test and written examination is set for Saturday, August 28, 2021 at 9:00 am at the Buckhannon Upshur High School Athletic Building.

In order to be placed on the list of eligible applicants, an interested applicant must:

- On the date of testing, successfully meet the requirements on a physical agility screening test as set forth by the West Virginia State Police Academy.
- Achieve a passing score on a competitive written exam.

In order to be further considered for the position, an applicant must:

- Must be at least 18 years of age and no older than 45 years of age
- Possess a high school diploma or GED equivalent
- Be a United States citizen
- Pass a background check and complete physical, written, and psychological examinations
- Uncertified deputies must attend a 16-week academy, located at the West Virginia State Police Academy
- PT standards – 1.5 mile run in 14:36, 18 push-ups in 1 minute, 28 sit-ups in 1 minute

Why choose the Upshur County Sheriff's Office:

- Competitive salary, starting between \$41,000-\$42,500
- Health, dental, and vision insurance
- West Virginia Deputy Sheriff retirement
- Paid holidays, vacation, and sick leave
- All uniforms/equipment provided
- Take home vehicle

The Upshur County Sheriff's Office is currently offering a \$5,000.00 sign-on bonus incentive to law enforcement officers currently certified in the state of West Virginia.

Individuals may obtain an application at the following address:

**Upshur County Sheriff's Office
LAW ENFORCEMENT DIVISION
38 W. Main Street, Room 103
Buckhannon, WV 26201**

Monday – Friday 8:00 am -4:00pm

**Applications must be RECEIVED in our office no later than
close of business (4:00 pm) on Monday, August 16, 2021**

Please do not make phone inquiries about this position. Employment with the Upshur County Sheriff's Office is available to all qualified applicants without regard to 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 ARTS, CULTURE & HISTORY

The Culture Center
1900 Kanawha Blvd., E.
Charleston, WV 25305-0300

NEWS RELEASE

Contact: Andrea E. Nelson
Public Information Specialist
E-mail: Andrea.E.Nelson@wvarts.org
Phone 304.558.0220 • www.wvarts.org
Fax 304.558.2779 • TDD 304.558.2779
EEC

For Immediate Release:

July 7, 2021

New Grant Programs Available for Artists, Arts Organizations

CHARLESTON, W.Va. – The West Virginia Department of Arts, Culture and History and the West Virginia Commission the Arts are pleased to announce the creation of eight new grant programs, as well as second-round funding and rolling deadline funding for nine currently established grant programs. These grant programs are currently available for application by artists, local governments, and not-for-profit organizations with an arts-related mission. Funding for these programs is made possible by the American Rescue Plan, the National Endowment for the Arts, and the West Virginia State Legislature.

Approximately \$765,000 from the American Rescue Plan will be awarded across the following two new programs. Deadline for receipt of applications to these programs is Sept. 1, 2021:

- American Rescue Plan: Individual Artist Project Support
- American Rescue Plan: Operating Support for Arts Organizations

Approximately \$350,000 will be awarded across the following six new programs. Deadline for receipt of applications to these programs is Oct. 1, 2021:

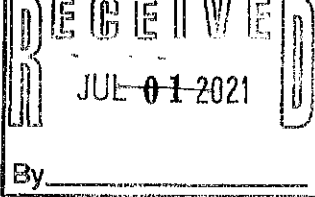
- Creative Aging for Lifelong Learning
- Folk Art: Living Traditions – Project Support for Artists
- Folk Art: Living Traditions – Organizations Providing Folk Art Opportunities
- Marketing Support for Individual Artists
- Marketing Support for Arts Organizations
- Rural Youth Engagement through Public Art

Applications for the following already established grant programs are also being accepted. Deadline for receipt of applications to these programs is Oct. 1, 2021:

- Arts in Education – Arts Exposure Projects
- Arts in Education – School-Based and Out-of-School-Based Projects
- Organizations Providing Professional Development Opportunities for Artists
- Professional Development for Artists and Artisans

Applications for the following rolling deadline programs are also being accepted:

- Arts in Education Mini Grant
- Certified Arts Communities
- Community Arts Mini Grant
- Cultural Facilities and Capital Resources Fast Track
- Training and Travel



CERTIFICATION OF CUSTOMERS
and
REQUEST FOR INFORMATION

28

COPY

WV Code §16-13A-4 requires that each "public service district shall certify the number of customers served and its annual revenue to the Public Service Commission beginning on July 1 of each fiscal year."

The Public Service Commission maintains a data base of information on water and wastewater utilities. From time to time the Commission updates this information. Please complete this form and return it to the Water and Wastewater Division of the Public Service Commission by June 30, 2021.

Please note that this form is to be notarized by a Notary Public upon completion.

Date: 5/7/21 County: UPSHUR
Name of Public Service District: ELKINS ROAD PSD
Address: 4536 OLD ELKINS RD, BUCKHANNON, WV 26201
Telephone: (304) 472-3008 Fax: (304) 472-2028
Email Address: ELKINSRD PSD @ FRONTIER. com
Type of Utility (Check One): ☒ Water ☐ Sewer ☐ Both
Customer Complaint Contact: CAROLYN DOUGLAS Office Manager: CAROLYN DOUGLAS
General Manager: N/A Field Manager: N/A

Public Service District Board Members

Treasurer
Board Member (Chairman): CAREY A WAGNER Telephone: (H) 304-613-0230
Address: 3003 LESLIE MILL RD, BUCK WV 26201 (O) 304-472-3081
Email Address: _____
Term, From: 9/30/2024 To: _____
Secretary
Board Member: CARLY J HEATER Telephone: (H) 681-495-8046
Address: PO Box 2373, Buck WV 26201 (O) _____
Email Address: _____
Term, From: 9/30/2026 To: _____
Board Member: DAVID A BURR Telephone: (H) 304-472-0953
Address: 225 APPEM DRIVE BUCK WV 26201 (O) 304-613-9093
Email Address: _____
Term, From: 9/30/2022 To: _____
Board Member: _____ Telephone: (H) _____
Address: _____ (O) _____
Email Address: _____
Term, From: _____ To: _____
Board Member: _____ Telephone: (H) _____
Address: _____ (O) _____
Email Address: _____
Term, From: _____ To: _____

Wagner 5/7/21
CD

the number of customers in each category. See next page for definition of categories.

	Water	Sewer	Totals
Residential	1172		1172
Commercial	31	N/A	31
Industrial			
Public Authority			
Resale			
Totals	1203		1203

Signature of Authorized Representative

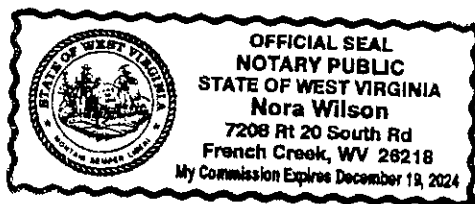
Carolyn Douglas

I, NORA WILSON a Notary Public, in and for UPSHUR County,
West Virginia, hereby certify that CAROLYN DOUGLAS, authorized representative
of ELKINS ROAD PSD Public Service District this 7TH day of MAY,
20 21, personally appeared before me in my said county and acknowledged his (her) signature.

My commission expires Dec 19, 2024

Nora Wilson
(Notary Public)

Please mail completed form to: Water and Wastewater Division
Public Service Commission of West Virginia
P. O. Box 812
Charleston, WV 25323



**CERTIFICATION OF CUSTOMERS
and
REQUEST FOR INFORMATION**

WV Code §16-13A-4 requires that each "public service district shall certify the number of customers served and its annual revenue to the Public Service Commission beginning on July 1 of each fiscal year."

The Public Service Commission maintains a data base of information on water and wastewater utilities. From time to time the Commission updates this information. Please complete this form and return it to the Water and Wastewater Division of the Public Service Commission by June 30, 2021.

Please note that this form is to be notarized by a Notary Public upon completion.

Date: 6-1-2021 County: Upshur
 Name of Public Service District: Hodgesville PSD
 Address: P.O. Box 758 J Buckhannon WV 26201
 Telephone: 304 473-1904 Fax: 304 472-7685
 Email Address: hodgesvillepsd@frontier.com
 Type of Utility (Check One): ☒ Water ☐ Sewer ☐ Both
 Customer Complaint Contact: Terry Gould Office Manager: Terry Gould
 General Manager: Terry Gould Field Manager: Terry Gould

Public Service District Board Members

Board Member (Chairman): Robert Wright Telephone: (H) 473-1904
 Address: 822 Teter Rd Buckhannon 26201 (O) 472-5732
 Email Address: hodgesvillepsd@frontier.com
 Term, From: August 5 2018 To: August 5 2024
Board Member: Robert Ward Telephone: (H) 473-1904
 Address: 27 Fishing Camp Rd. Buckhannon 26201 (O) 472-2379
 Email Address: hodgesvillepsd@frontier.com
 Term, From: Aug 5 2014 To: August 5 2020
Board Member: Howard Critright Telephone: (H) 472-1904
 Address: 104 Cleveland Blacksmith Rd. 26201 (O) 623-9525
 Email Address: hodgesvillepsd@frontier.com
 Term, From: Aug 5 2016 To: August 5 2022
Board Member: _____ Telephone: (H) _____
 Address: _____ (O) _____
 Email Address: _____
 Term, From: _____ To: _____
Board Member: _____ Telephone: (H) _____
 Address: _____ (O) _____
 Email Address: _____
 Term, From: _____ To: _____

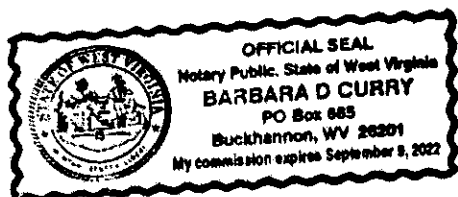
Please list the number of customers in each category. See next page for definition of categories.

	Water	Sewer	Totals
Residential	1127	X	1127
Commercial	80		80
Industrial			
Public Authority			
Resale			
Totals	1207		1207

Signature of Authorized Representative

Terry N. Gould

I, Barbara D. Curry a Notary Public, in and for Upshur County,
West Virginia, hereby certify that Terry N. Gould, authorized representative
of Hodgesville Public Service District this 1st day of June,
2021, personally appeared before me in my said county and acknowledged his (her) signature.



My commission expires

September 9 2022

Barbara D. Curry
(Notary Public)

Please mail completed form to: Water and Wastewater Division
Public Service Commission of West Virginia
P. O. Box 812
Charleston, WV 25323

Member's Press Release

Release Date: 07/08/2021

Contact: Jacque Bland at (304) 357-7999 and Ann Ali at (304) 340-3323

Charles Trump Gary Howell

Public Hearing Dates Set for Joint Committee on Redistricting

CHARLESTON, W.Va. — The West Virginia Constitution requires Congressional and Legislative boundary lines to be drawn every 10 years utilizing U.S. Census data to indicate changes in population. Despite Census delays at the federal level, public hearings throughout the state will allow residents to weigh in on the process.

The Legislature's Joint Committee on Redistricting will host 12 in-person public hearings and three virtual public hearings, with each taking place from 6 to 8 p.m. House Rule 84 governs public hearings and allows the Joint Committee on Redistricting Chairmen to limit the time allowed for public comments at each hearing based on total number of participants. Senate rules govern standing committees and will be followed in the actions and proceedings of this committee as applicable.

Hearings are scheduled for the following dates and locations, and are subject to change:

July 27: Putnam County Judicial Building

12093 Winfield Road Winfield, WV 25213

July 29: Chief Logan State Park

376 Little Buffalo Creek Rd, Logan, WV 25601

Aug. 3: Tamarack

1 Tamarack Park, Beckley, WV 25801

Aug. 4: Summersville Arena & Conference Center

3 Armory Way, Summersville, WV 26651

Aug. 10: Stonewall Resort State Park

149 State Park Trail, Roanoke, WV 26447

Aug. 12: Morgantown (*specific location to be announced at a later date*)

Aug. 17: Martinsburg (*specific location to be announced at a later date*)

Aug. 18: Keyser VFD Station 2

1550 Cornell St Keyser WV 26726

Aug. 24: Wheeling (*specific location to be announced at a later date*)

Aug. 26: Cabell County Courthouse

750 5th Ave, Huntington, WV 25701

Sept. 9: The Culture Center, Building 9, Capitol Complex

1900 Kanawha Blvd. E., Charleston, WV 25305

Sept. 16: Judge Donald F. Black Courthouse Annex

317 Market St, Parkersburg, WV 26101

Dates for three virtual public hearings will be announced separately.

The 2018 House Bill 4002 requires West Virginia to join the vast majority of other states electing Delegates from single-member districts for the first time in this cycle. The current 100 Delegates come from 67 districts, with 22 members elected from 11 two-member districts, 18 legislators elected from six three-member districts, eight legislators elected from two four-member districts and five legislators elected from a five-member district. Once the initial plans are completed by the Joint Committee on Redistricting, the House and Senate will generate the necessary reports and maps to draft a Redistricting Bill.

Resources, news and updates about the redistricting process can be found at <https://www.wvlegislature.gov/redistricting.cfm>.

Fire Board Financial Report 2020 - 2021

CARRYOVER BALANCE: \$49,379.86

<u>Item / Date</u>	<u>Amount</u>	<u>Financial Institution / Payee</u>	<u>Description / Source</u>
--------------------	---------------	--------------------------------------	-----------------------------

DEPOSITS

Sheriff of Upshur County	\$1,615.09	First Community Bank	Fire Fee Collections through 6/30/2020
Sheriff of Upshur County	\$60,410.46	First Community Bank	Fire Fee Collections through 7/31/2020
Sheriff of Upshur County	\$101,930.82	First Community Bank	Fire Fee Collections through 8/31/2020
Sheriff of Upshur County	\$39,170.26	First Community Bank	Fire Fee Collections through 9/30/2020
Sheriff of Upshur County	\$10,570.96	First Community Bank	Fire Fee Collections through 10/31/2020
Sheriff of Upshur County	\$8,115.24	First Community Bank	Fire Fee Collections through 11/30/2020
Sheriff of Upshur County	\$2,555.12	First Community Bank	Fire Fee Collections through 12/31/2020
Sheriff of Upshur County	\$2,075.03	First Community Bank	Fire Fee Collections through 01/31/2021
Sheriff of Upshur County	\$2,175.03	First Community Bank	Fire Fee Collections through 02/28/2021
Sheriff of Upshur County	\$5,270.04	First Community Bank	Fire Fee Collections through 03/31/2021
Sheriff of Upshur County	\$2,875.05	First Community Bank	Fire Fee Collections through 04/30/2021
Sheriff of Upshur County	\$1,160.04	First Community Bank	Fire Fee Collections through 05/31/2021
Sheriff of Upshur County		First Community Bank	Fire Fee Collections through 06/30/2021

Total Deposits: \$237,923.14

Total: Plus Carryover: \$287,303.00

EXPENDITURES

<u>DATE</u>	<u>Amount</u>	<u>Check #</u>	<u>Payee</u>	<u>Description</u>
July 21, 2019	\$6,506.28	988	Upshur County Commission	Reimbursement Payroll
July 21, 2019	\$206.00	989	Software Systems	Invoice # 33968
July 21, 2019	\$11.60	990	Upshur County Commission	Reimbursement Postage
July 21, 2019	\$1,470.00	991	Upshur County Commission	Reimbursement-WVCoRP insurance
July 21, 2019	\$327.92	992	Upshur County Commission	Reimbursement-office supplies
July 21, 2019	\$2,668.85	993	Ralston Press	Invoice # 88015-2020 Statements
July 21, 2019	\$300.00	994	My Buckhannon	Advertisement-online payments

August 18, 2020	\$563.50	995	Software Systems	Invoice # 34096
August 18, 2020	\$0.00	996	Void	Void
August 18, 2020	\$154.98	997	Quill	Invoice-04-2896127
August 18, 2020	\$161.98	998	Upshur County Commission	Reimbursement Quill office supplies
September 15, 2020	\$228.00	999	Software Systems	Invoice 34180
October 20, 2020	\$228.00	1000	Software Systems	Invoice 34275
October 20, 2020	\$5,820.07	1001	Upshur County Commission	Reimbursement payroll
October 20, 2020	\$3,966.40	1002	Upshur County Commission	Reimbursement postage
November 17, 2020	\$20,000.00	1003	Adrian VFD	1st 2020 Disbursement
November 17, 2020	\$20,000.00	1004	Banks District VFD	1st 2020 Disbursement
November 17, 2020	\$20,000.00	1005	Buckhannon VFD	1st 2020 Disbursement
November 17, 2020	\$20,000.00	1006	Ellamore VFD	1st 2020 Disbursement
November 17, 2020	\$20,000.00	1007	Selbyville VFD	1st 2020 Disbursement
November 17, 2020	\$20,000.00	1008	Washington District VFD	1st 2020 Disbursement
November 17, 2020	\$20,000.00	1009	Warren District VFD	1st 2020 Disbursement
November 17, 2020	\$228.00	1010	Software Systems	Invoice # 34368
November 17, 2020	\$2,200.00	1011	Ferrari & Associates	Invoice # 0001181
December 15, 2020	\$228.00	1012	Software Systems	Invoice # 34466
December 15, 2020	\$133.10	1013	Record Delta	acct # 3149
December 15, 2020	\$176.00	1014	WV State Auditor	Invoice # 20099
December 15, 2020	\$280.95	1015	Upshur County Commission	Reimbursement Quill office supplies
January 19, 2021	\$280.95	1016	Software Systems	Invoice # 34557
January 19, 2021	\$211.98	1017	Quill.com	Invoice # 146191880
January 19, 2021	\$67.75	1018	Upshur County Commission	reimbursement postage Oct-Dec
February 16, 2021	\$228.00	1019	Software Systems	Invoice # 34653
February 16, 2021	\$48.19	1020	Upshur County Commission	Reimbursement Postage
February 16, 2021	\$6,458.93	1021	Upshur County Commission	Reimbursement Payroll
March 19, 2021	\$6,000.00	1022	Adrian VFD	2nd 2020 Disbursement
March 19, 2021	\$6,000.00	1023	Banks District VFD	2nd 2020 Disbursement
March 19, 2021	\$6,000.00	1024	Buckhannon VFD	2nd 2020 Disbursement
March 19, 2021	\$6,000.00	1025	Ellamore VFD	2nd 2020 Disbursement
March 19, 2021	\$6,000.00	1026	Selbyville VFD	2nd 2020 Disbursement
March 19, 2021	\$6,000.00	1027	Washington District VFD	2nd 2020 Disbursement
March 19, 2021	\$6,000.00	1028	Warren District VFD	2nd 2020 Disbursement

March 19, 2021	\$228.00	1029	Software Systems	Invoice # 34653
April 20, 2021	\$228.00	1030	Software Systems	Invoice # 34846
April 20, 2021	\$5,349.59	1031	Upshur County Commission	Reimbursement Payroll-Jan-March
April 20, 2021	\$788.00	1032	Buckhannon VFD	Reimbursement Calibration Services
May 18, 2021	\$228.00	1034	Software Systems	Invoice # 34941
May 18, 2021	\$639.93	1035	Upshur County Commission	reimbursement Quill office supplies
May 18, 2021	\$42.42	1036	Upshur County Commission	reimbursement postage Jan-Mar
May 18, 2021	\$1,453.00	1037	WV CORP	Insurance premium
June 15, 2021	\$228.00	1033	Software Systems	Invoice # 35037
June 15, 2021	\$4,000.00	1038	Adrian VFD	3rd 2020 Disbursement
June 15, 2021	\$4,000.00	1039	Banks District VFD	3rd 2020 Disbursement
June 15, 2021	\$4,000.00	1040	Buckhannon VFD	3rd 2020 Disbursement
June 15, 2021	\$4,000.00	1041	Ellamore VFD	3rd 2020 Disbursement
June 15, 2021	\$4,000.00	1042	Selbyville VFD	3rd 2020 Disbursement
June 15, 2021	\$4,000.00	1043	Washington District VFD	3rd 2020 Disbursement
June 15, 2021	\$4,000.00	1044	Warren District VFD	3rd 2020 Disbursement

Total Expenditures: \$252,340.37

CARRYOVER BALANCE: \$34,962.63

Carryover balance includes \$30,000 Emergency Fund

DATE: 7/01/21

CUMULATIVE POSITION REPORT
7/01/2020 - 6/30/2021
COUNTY SUMMARY

PAGE: 1

UNPAID - CHARGE S				YEAR - TO - DATE - TAXES - PAID				
REAL	PERSONAL	TOTAL	CHARGE AMOUNT	DISCOUNT	INTEREST	POB FEE	DIFFERENCE	COLLECTION
REGULAR CHARGES	41275.00	41275.00	228135.00	.00	.00	.00	.00	228135.00
SUPPLEMENTAL CHARGES	.00	.00	.00	.00	.00	.00	.00	.00
TOTAL CURRENT CHARGES	41275.00	41275.00	228135.00	.00	.00	.00	.00	228135.00
PERCENTAGE OF UNPAID & PAID CHARGES		015%	085%					
PRIOR YEAR REAL	176130.00	.00	4585.00	.00	.00	.00	.00	8665.00
PRIOR YEAR PERSONAL	.00	.00	.00	.00	.00	.00	.00	.00
CANCELLATIONS	.00	.00	.00					

DATE: 7/01/21

CUMULATIVE POSITION REPORT
 7/01/2020 - 6/30/2021
 DISTRICT:

PAGE: 1

	UNPAID - CHARGES-----			YEAR - TO - DATE - TAXES - PAID-----					
	REAL	PERSONAL	TOTAL	CHARGE AMOUNT	DISCOUNT	INTEREST	PUB FEE	DIFFERENCE	COLLECTION
REGULAR CHARGES	.00	.00	.00	.00	.00	.00	.00	.00	.00
SUPPLEMENTAL CHARGES	.00	.00	.00	.00	.00	.00	.00	.00	.00
TOTAL CURRENT CHARGES	.00	.00	.00	.00	.00	.00	.00	.00	.00
PERCENTAGE OF UNPAID & PAID CHARGES			000%	000%					
PRIOR YEAR REAL	50.00	.00	.00	.00	.00	.00	.00	.00	.00
PRIOR YEAR PERSONAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
CANCELLATIONS	.00	.00	.00						

DATE: 7/01/21

CUMULATIVE POSITION REPORT
7/01/2020 - 6/30/2021
DISTRICT: BANKS

PAGE: 2

	UNPAID - CHARGES			YEAR - TO - DATE - TAXES - PAID					
	REAL	PERSONAL	TOTAL	CHARGE AMOUNT	DISCOUNT	INTEREST	PUB FEE	DIFFERENCE	COLLECTION
REGULAR CHARGES	5205.00	.00	5205.00	33475.00	.00	.00	.00	.00	33475.00
SUPPLEMENTAL CHARGES	.00	.00	.00	.00	.00	.00	.00	.00	.00
TOTAL CURRENT CHARGES	5205.00	.00	5205.00	33475.00	.00	.00	.00	.00	33475.00
PERCENTAGE OF UNPAID & PAID CHARGES			013%	087%					
PRIOR YEAR REAL	24215.00	.00	.00	780.00	.00	.00	.00	.00	1810.00
PRIOR YEAR PERSONAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
CANCELLATIONS	.00	.00	.00						

DATE: 7/01/21

CUMULATIVE POSITION REPORT
7/01/2020 - 6/30/2021
DISTRICT: BUCKHANNON

PAGE: 3

-----U N P A I D - C H A R G E S-----									
	REAL	PERSONAL	TOTAL	CHARGE AMOUNT	DISCOUNT	INTEREST	PUB FEE	DIFFERENCE	COLLECTION
REGULAR CHARGES	9455.00	.00	9455.00	57675.00	.00	.00	.00	.00	57675.00
SUPPLEMENTAL CHARGES	.00	.00	.00	.00	.00	.00	.00	.00	.00
TOTAL CURRENT CHARGES	9455.00	.00	9455.00	57675.00	.00	.00	.00	.00	57675.00
-----Y E A R - T O - D A T E - T A X E S - P A I D-----									
PERCENTAGE OF UNPAID & PAID CHARGES			014%	086%					
PRIOR YEAR REAL	38240.00	.00	.00	1110.00	.00	.00	.00	.00	2025.00
PRIOR YEAR PERSONAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
CANCELLATIONS	.00	.00	.00						

DATE: 7/01/21

CUMULATIVE POSITION REPORT
 7/01/2020 - 6/30/2021
 DISTRICT:

PAGE: 4

UNPAID - CHARGES				YEAR - TO - DATE - TAXES - PAID				
REAL	PERSONAL	TOTAL	CHARGE AMOUNT	DISCOUNT	INTEREST	PUB FEE	DIFFERENCE	COLLECTION
REGULAR CHARGES	.00	.00	.00	.00	.00	.00	.00	.00
SUPPLEMENTAL CHARGES	.00	.00	.00	.00	.00	.00	.00	.00
TOTAL CURRENT CHARGES	.00	.00	.00	.00	.00	.00	.00	.00
PERCENTAGE OF UNPAID & PAID CHARGES			000%	000%				
PRIOR YEAR REAL	.00	.00	.00	.00	.00	.00	.00	.00
PRIOR YEAR PERSONAL	.00	.00	.00	.00	.00	.00	.00	.00
CANCELLATIONS	.00	.00	.00					

DATE: 7/01/21

CUMULATIVE POSITION REPORT
7/01/2020 - 6/30/2021
DISTRICT: MEADE

PAGE: 5

	UNPAID - CHARGES			YEAR - TO - DATE - TAXES - PAID					
	REAL	PERSONAL	TOTAL	CHARGE AMOUNT	DISCOUNT	INTEREST	PUB FEE	DIFFERENCE	COLLECTION
REGULAR CHARGES	6565.00	.00	6565.00	29155.00	.00	.00	.00	.00	29155.00
SUPPLEMENTAL CHARGES	.00	.00	.00	.00	.00	.00	.00	.00	.00
TOTAL CURRENT CHARGES	6565.00	.00	6565.00	29155.00	.00	.00	.00	.00	29155.00
PERCENTAGE OF UNPAID & PAID CHARGES			018%	082%					
PRIOR YEAR REAL	32260.00	.00	.00	740.00	.00	.00	.00	.00	1475.00
PRIOR YEAR PERSONAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
CANCELLATIONS	.00	.00	.00						

DATE: 7/01/21

CUMULATIVE POSITION REPORT
7/01/2020 - 6/30/2021
DISTRICT: UNION

PAGE: 6

	UNPAID - CHARGES			YEAR - TO - DATE - TAXES - PAID					
	REAL	PERSONAL	TOTAL	CHARGE AMOUNT	DISCOUNT	INTEREST	PUB FEE	DIFFERENCE	COLLECTION
REGULAR CHARGES	9180.00	.00	9180.00	49670.00	.00	.00	.00	.00	49670.00
SUPPLEMENTAL CHARGES	.00	.00	.00	.00	.00	.00	.00	.00	.00
TOTAL CURRENT CHARGES	9180.00	.00	9180.00	49670.00	.00	.00	.00	.00	49670.00
PERCENTAGE OF UNPAID & PAID CHARGES			015%	085%					
PRIOR YEAR REAL	38035.00	.00	.00	1015.00	.00	.00	.00	.00	1595.00
PRIOR YEAR PERSONAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
CANCELLATIONS	.00	.00	.00						

DATE: 7/01/21

CUMULATIVE POSITION REPORT
7/01/2020 - 6/30/2021
DISTRICT: WARREN

PAGE: 7

UNPAID - CHARGES-----				YEAR - TO - DATE - TAXES - PAID-----					
	REAL	PERSONAL	TOTAL	CHARGE AMOUNT	DISCOUNT	INTEREST	PUB FEE	DIFFERENCE	COLLECTION
REGULAR CHARGES	5055.00	.00	5055.00	21600.00	.00	.00	.00	.00	21600.00
SUPPLEMENTAL CHARGES	.00	.00	.00	.00					.00
TOTAL CURRENT CHARGES	5055.00	.00	5055.00	21600.00	.00	.00	.00	.00	21600.00
PERCENTAGE OF UNPAID & PAID CHARGES			019%						
PRIOR YEAR REAL	18435.00	.00	.00	525.00	.00	.00	.00	.00	815.00
PRIOR YEAR PERSONAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
CANCELLATIONS	.00	.00	.00						

DATE: 7/01/21

CUMULATIVE POSITION REPORT
 7/01/2020 - 6/30/2021
 DISTRICT: WASHINGTON

PAGE: 8

	U N P A I D - C H A R G E S			Y E A R - T O - D A T E - T A X E S - P A I D					
	REAL	PERSONAL	TOTAL	CHARGE AMOUNT	DISCOUNT	INTEREST	PUB FEE	DIFFERENCE	COLLECTION
REGULAR CHARGES	5815.00	.00	5815.00	36560.00	.00	.00	.00	.00	36560.00
SUPPLEMENTAL CHARGES	.00	.00	.00	.00	.00	.00	.00	.00	.00
TOTAL CURRENT CHARGES	5815.00	.00	5815.00	36560.00	.00	.00	.00	.00	36560.00
PERCENTAGE OF UNPAID & PAID CHARGES			013%	087%					
PRIOR YEAR REAL	24895.00	.00	.00	415.00	.00	.00	.00	.00	945.00
PRIOR YEAR PERSONAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
CANCELLATIONS	.00	.00	.00						

DATE: 7/01/21

CUMULATIVE POSITION REPORT
7/01/2020 - 6/30/2021
DISTRICT: UPSHR COUNTY DIST 8

PAGE: 9

-----U N P A I D - C H A R G E S-----									
-----Y E A R - T O - D A T E - T A X E S - P A I D-----									
	REAL	PERSONAL	TOTAL	CHARGE AMOUNT	DISCOUNT	INTEREST	PUB FEE	DIFFERENCE	COLLECTION
REGULAR CHARGES	.00	.00	.00	.00	.00	.00	.00	.00	.00
SUPPLEMENTAL CHARGES	.00	.00	.00	.00	.00	.00	.00	.00	.00
TOTAL CURRENT CHARGES	.00	.00	.00	.00	.00	.00	.00	.00	.00
PERCENTAGE OF UNPAID & PAID CHARGES			000%		000%				
PRIOR YEAR REAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
PRIOR YEAR PERSONAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
CANCELLATIONS	.00	.00	.00						

UPSHUR COUNTY BUILDING & FLOODPLAIN PERMITS
JUNE 1, 2021 - JUNE 15, 2021

DATE ISSUED	PERMIT NUMBER	UD NUMBER	APPLICANT NAME	APPLICANT ADDRESS	ESTIMATED PROJECT COST	BUILDING PERMIT		FLOODPLAIN PERMIT PAID	CHECK, CASH, COUNTY CHECK OR ONLINE	DESCRIPTION OF PROJECT	CONTRACTOR OR PROPERTY OWNER		FLOODPLAIN
						PAID							
6/1/2021	8541	2447	CURTIS, STEVEN T.	122 SOUTTIDE LN, BUCKHANNON, WV 26201	\$5,000.00	\$15.00			CHECK	ADDING TWO ROOMS / INTERIOR REMODELING	SELF		
6/1/2021	8542	6196	NUTTER, CONNIE F.	7321 FRENCHTON RD, FRENCH CREEK, WV 26218	\$4,600.00	\$15.00			CASH	NEW ROOF	SELF		
6/1/2021	8543	81469	JOHNS, MICHAEL	714 KANAWHA AVE S, NITRO, WV 25143	\$1,200.00	\$15.00			CHECK	10' X 10' BEDROOM ADDITION	SELF		
6/1/2021	8544	NEW	DUGHERTY, JEFFANY	258 LUCYS LN, BUCKHANNON, WV 26201	\$150,000.00	\$15.00			CASH	2,100 SQ FT ONE AND ONE HALF STORY HOUSE	SELF		
6/2/2021	8545	82042	PERROWE, BILLY	PO BOX 152, ADRIAN, WV 26210	\$3,200.00	\$15.00			CASH	8' X 30' CAMPING TRAILER PERMANENTLY SET	SELF		
6/3/2021	8546	81903	WALTER, CHERYL	286 BRANNON AVE, CLARKSBURG, WV 26301	\$2,500.00	\$15.00			CHECK	SHIPPING CONTAINER	SELF		
6/3/2021	8547	9218	KIMBLE, DUSTIN	2359 GOTT RD, FRENCH CREEK, WV 26218	\$7,500.00	\$15.00			OL	1,600 SQ FT ROOF REPLACEMENT	SELF		
6/7/2021	8548	81381	KELLEY, DAWN R.	350 WIDOW LANE RD, BUCKHANNON, WV 26201	\$10,000.00	\$15.00			OL	20' X 14' FRONT PORCH WITH ROOF AND RAMPS, BUILT SIDEWALKS, RETAINING WALL	SELF		
6/7/2021	8549	505	BENNETT, QUAYLA	171 WABASH AVE, BUCKHANNON, WV 26201	\$9,928.24	\$15.00			CHECK	REMOOF SHINGLES	RELIABLE ROOFING, 900 INDUSTRIAL PARK RD, ELKINS, WV 26241		
6/7/2021	8550	694	MARTIN, SHERREE	3627 TURKEY RUN RD, BUCKHANNON, WV 26201	\$25,960.93	\$15.00			CHECK	NEW SHINGLE ROOF	RELIABLE ROOFING, 900 INDUSTRIAL PARK RD, ELKINS, WV 26241		
6/7/2021	8551	12677	HOAK, SHELLIE J	234 ALTMAN AVE, BUCKHANNON, WV 26201	\$5,000.00	\$15.00			OL	REPLACE WINDOWS, SLIDING DOOR AND VINYL SIDING ON BACK PORCH. REPLACE WOOD PANELING WITH DRYWALL	SELF		
6/7/2021	8552	2323	FOX, BRADLEY	100 MCDERMOTT RIDGE RD, BUCKHANNON, WV 26201	\$40,000.00	\$15.00			CHECK	40' X 10' ADDITION AND 40' X 10' DECK WITH ROOF	R.E. HORNIER, 335 DEER CREEK LN, BUCKHANNON, WV 26201		
6/7/2021	8553	82044	DAVIS, THAMSON	PO BOX 184, ADRIAN, WV 26210	\$5,000.00	\$15.00			CASH	MOBILE HOME	SELF		
6/8/2021	8554	NEW	STATTON, CHELSEA	313 STONY RUN RD, BUCKHANNON, WV 26201	\$225,000.00	\$15.00			CHECK	1,428 SQ FT NEW HOME	MIDDLETOWN HOME SALES INC, 53 MIDDLETOWN RD, FAIRMONT, WV 26554		
6/9/2021	8555	81122	JONES, RICHARD C II	36 GROVE ST, BUCKHANNON, WV 26201	\$13,000.00	\$15.00			CASH	NEW PORCH ON SIDE OF HOUSE, CONCRETE GARAGE FLOOR AND 20 FT DRIVEWAY	K & D CONTRACTORS LLC, 38 JO HARRY DR, FAIRMONT WV 26554		
6/9/2021	8556	2185	CLAYPOOL, DAVID AND ATHALEA	4475 KESTLING MTL RD, BUCKHANNON, WV 26201	\$9,000.00	\$15.00			CHECK	NEW PORCH AND NEW ROOF	SELF		
6/9/2021	8557	80120	FREDERICK, R DAVID	1281 US HWY 33W, WESTON, WV 26452	\$10,000.00	\$15.00			CASH	10' X 14' ROOM ADDITION	SELF		
6/14/2021	8558	NEW	PHIPPS, PATRICK A	1606 INDIAN CAMP RD, FRENCH CREEK, WV 26218	\$103,015.00	\$15.00			CHECK	NEW DOUBLE WIDE HOUSE	TWIN OAKS HOME SALES LLC, PO BOX 2340, BUCKHANNON, WV 26201		
6/14/2021	8559	7821	BOLTON, MARY-ELIZABETH/ MARY-LANE PROGETT	338 S FLORIDA ST, BUCKHANNON, WV 26201	\$10,564.00	\$15.00			CC	ROOF	SELF		
6/14/2021	8560	5788	BONNIER, DONNIE	PO BOX 145, ADRIAN, WV 26210	\$7,000.00	\$15.00			CASH	20' X 20' METAL GARAGE	SELF		

6/14/2021	8561	315	SHORT, TROY E II	417 RED ROCK RD, BUCKHANNON, WV 26201	\$15,000.00	\$15.00		OL	CONVERT ATTACHED GARAGE INTO LIVING SPACE	SELF	
6/15/2021	8562	2860	WILLIAMS, HARRISON	232 ZUCKS RD, BUCKHANNON, WV 26201	\$1,500.00	\$15.00		CASH	14' X 24' ADDITION TO GARAGE	SELF	
6/15/2021	8563	NEW	PERKINS, JEFFREY AND VANESSA	450 PATTY'S LN, BUCKHANNON, WV 26201	\$150,000.00	\$15.00		CHECK	28' X 32' LOG CONSTRUCTION ON BLOCK FOUNDATION	HUTTON INDUSTRIES LLC, 1375 SELBYVILLE RD, ROCK CAVE, WV 26234	
6/15/2021	8564	11388	RUNYON, JOSEPH	2944 BROOKS HILL RD, FRENCH CREEK, WV 26218	\$35,000.00	\$15.00		OL	COMPLETE REMODEL	SELF	
6/15/2021	8565	82046	HINTON, JACKIE	PO BOX 949, BUCKHANNON, WV 26201	\$400,000.00	\$15.00		CHECK	3,000 SQ FT HOME CONSTRUCTION	SELF	
6/15/2021	8566	80948	HOLLIN, ANGELA J	33 OVERLOOK DR, BUCKHANNON, WV 26201	\$4,500.00	\$15.00		OL	FRONT DECK	SELF	
6/15/2021	8567	82045	WILSON, HALEY	2656 CINEMA DR, ZANESVILLE, OH 43701	\$16,000.00	\$15.00		OL	23 FT CAMPER	SELF	
TOTAL					\$1,259,468.17	\$405.00	\$0.00				

UPSHUR COUNTY BUILDING & FLOODPLAIN PERMITS
JUNE 16, 2021 - JUNE 30, 2021

DATE ISSUED	PERMIT NUMBER	UID NUMBER	APPLICANT NAME	APPLICANT ADDRESS	ESTIMATED PROJECT COST	BUILDING PERMIT PAID	FLOODPLAIN PERMIT PAID	CHECK, CASH, COUNTY CLERK OR ONLINE	DESCRIPTION OF PROJECT	CONTRACTOR OR PROPERTY OWNER	
6/17/2021	8568	81851	ROWLAND, KRISTIN	871 COUNTRY CLUB RD, BUCKHANNON, WV 26201	\$5,000.00	\$15.00		CASH	14' X 70' TRAILER AND FENCES	SELF	
6/22/2021	8569	5709	MILLS, KEVIN	499 CUTRIGHT RUN RD, BUCKHANNON, WV 26201	\$1,200.00	\$15.00		OL	REPLACE AND RESTURFACE DECKING ON REAR OF HOME	SELF	
6/22/2021	8570	10911	GROSSEN, DENNIS AND BRIGITTE	10211 CROSCUTT WAY, DAMASCUS, MD 20872	\$75,000.00	\$15.00		CASH	28' X 40' CABIN	SELF	
6/22/2021	8571	7809	FLETCHER, TABITHA	14 FLETCHER DR, BUCKHANNON, WV 26201	\$4,300.00	\$15.00		OL	NEW METAL ROOF	SELF	
6/22/2021	8572	81642	CHAFFIELD, NELSON AND KATHLEEN	243 GOLDEN POND LN, BUCKHANNON, WV 26201	\$5,000.00	\$15.00		CHECK	10' X 40' REAR DECK	SELF	
6/22/2021	8573	N/A	HOPE GAS INC, DBA DOMINION ENERGY WV	120 TREDEGAR ST, RICHMOND, VA 23219	\$24,000.00	\$15.00	\$100.00	CHECK	REPLACING APPROXIMATELY 1,600 LINEAR FEET OF EXISTING 6" STEEL GAS PIPELINE	SELF	FLOODPLAIN; CONDITIONAL
6/22/2021	8574	6719	MACMASTER, ROBERT	36 THELMA AVE, BUCKHANNON, WV 26201	\$3,000.00	\$15.00		CASH	7' X 10' REAR DECK/STEPS, SOME METAL ROOF, FRONT FLOWER BEDS	SELF	
6/22/2021	8575	NEW	DAVIS, LEONA	638 CUTRIGHT RUN RD, BUCKHANNON, WV 26201	\$5,000.00	\$15.00		CASH	NEW TRAILER SETUP, REMOVE OLD TRAILER, NEW FRONT DOOR, PORCH WORK	SELF	
6/23/2021	8576	10572	STUDER, MELISSA	1030 RT 20 SOUTH RD, BUCKHANNON, WV 26201	\$11,000.00	\$15.00		OL	24' X 26' UNATTACHED GARAGE	SELF	
6/24/2021	8577	NEW	TENNEY, NICHOLAS H	86 SHUMAKER RD, BUCKHANNON, WV 26201	\$180,000.00	\$15.00		CASH	32' X 76' DOUBLE WIDE HOME	FREEDOM HOMES, RT 33 EAST, BUCKHANNON, WV 26201	
6/23/2021	8578	11582	BURNSIDE, KARL	135 MARY LEE DR, BUCKHANNON, WV 26201	\$8,000.00	\$15.00		CASH	24' X 40' BUILDING	SELF	

LEWIS-UPSHUR ANIMAL CONTROL FACILITY		
MONTH OF <u>May 2021</u>		
	UPSHUR	LEWIS
ADOPTIONS		
CASH	\$145	\$65
CHECK	\$0	\$20
E STORE CREDIT CARD	\$135	\$120
SUBTOTAL	\$280	\$205
SPAY/NEUTER DEPOSIT		
CASH	\$350	\$100
CHECK	\$0	\$50
E STORE CREDIT CARD	\$250	\$100
SUBTOTAL	\$600	\$250
BOARD RESCUE		
CASH	\$0	
CHECK	\$0	\$20
E STORE CREDIT CARD	\$0	\$10
SUBTOTAL	\$0	\$30
MICRO-CHIPPING		
CASH	\$0	\$0
CHECK	\$0	\$0
E STORE CREDIT CARD	\$13	\$0
SUBTOTAL	\$13	\$0
DONATIONS		
CASH	\$0	\$0
CHECK	\$7,786	\$0
E STORE CREDIT CARD	\$0	\$0
SUBTOTAL	\$7,786	\$0

OTHER	\$0	\$0
TOTAL	\$8,679	\$485

EXPLANATION:

LEWIS-UPSHUR ANIMAL CONTROL FACILITY REPORT
ACCOUNT OF CATS
JANELLA COCHRAN, SUPERVISOR OF ANIMAL SERVICES
(May) 2021


TRANSACTION	UPSHUR	LEWIS	TOTAL
Cats brought in by City Trapper	0	0	0
Cats brought in by Animal Control Officer	0	4	4
Cats brought in by County Residents	40	10	50
Cats brought in by Law Enforcement	0	0	0
Cats in Drop Box	0	0	0
Cats Quarantined	0	0	0
Cat returned to owner	0	0	0
Cats Escaped	0	0	0
Adoptions:			
With Charge	10	4	14
Without Charge	0	0	0
Rescues:			
With Charge	0	0	0
Without Charge	24	6	30
Euthanasia:			
Owner Request	0	0	0
Other	6	1	7


 Signature

6-10-2021
 Date

LEWIS - UPSHUR ANIMAL CONTROL FACILITY
ANIMAL REPORT (June 10, 2021)
ACCOUNT OF ANIMALS HOUSED AT THE LEWIS - UPSHUR ANIMAL CONTROL FACILITY
FOR THE MONTH OF (May 2021)

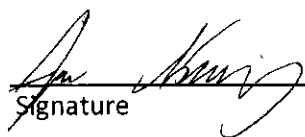
TRANSACTION	UPSHUR	LEWIS	TOTAL
Dogs brought in by Animal Control Officer	4	14	18
Other Animals brought in by Animal Control Officer	0	0	0
Dogs brought in by County Residents	8	2	10
Dogs brought in by Law Enforcement	0	0	0
Dogs in Drop Box	1	0	1
Dogs Quarantined	3	1	4
Dogs Returned to Owner	1	1	2
Dogs Escaped	0	0	0
Adoptions:			
With Charge	6	5	11
Without Charge	0	0	0
Rescues:			
With Charge	0	3	3
Without Charge	3	4	7
Euthanasia:			
Owner Request	3	0	3
Other	0	0	0
Total	29	30	59

 June 10, 2021
 Signature Date

Jason.Knicely, ANIMAL CONTROL / HUMANE OFFICER

for the month of May 2021

TRANSACTION	#
Animals picked up by ACO:	
Dogs	4
Other	0
Animals returned to Owner by ACO:	0
Dogs	4
Other	0
Animals Delivered to LUACF:	0
Dogs	18
Other	0
Animals Quarantined by ACO:	0
Dogs	0
Other	0
Animals Terminated:	0
Dogs	3
Other	0
Total Number of Hours Involved	80


Signature

7-6-21
Date



UPALS

Helping people on their path to wellness

For patients, veterans,
and those in need,
PALS is a dedicated
team that makes
critical flights
happen, at no cost to
the passengers



To help a child battling
illness get to a doctor
that can save their life



To connect a
wounded veteran with
life-changing services

To deliver food, water,
and medicine after a
natural disaster strikes

PALS goes above and beyond to lift people up

palsflight.org
1-888-818-1231

PALS connects families in need with our aviation partners to provide unlimited free flights when their care is far from home

PALS helps when:

- Medical care is 2+ hours away from home
- The destination is a wellness camp or retreat
- The patient can travel in a non-pressurized plane
- The patient is ambulatory
- There is a financial need

Connect with us if you or someone you know may need a PALS flight



Since 2010,
PALS has provided
over 23,000 free flights
thanks to our PALS Family:

Volunteer Pilots,
Aviation Partners,
Passengers, Ambassadors,
Corporate Sponsors, and Donors

Join us in any of these ways and the sky's
the limit for how many lives we can impact

Special thanks to our outreach sponsor:

American Legion
Child Welfare Foundation



PALS

palsflight.org

1-888-818-1231 | info@palservices.org

7110 Republic Airport, St. 202 Farmingdale, NY 11735





Mountaineer RENTAL Assistance Program wvrentalassistance.com



Real Help for West Virginia Renters is Here!

The Mountaineer Rental Assistance Program is now open and accepting applications.

If you are a renter who is struggling to pay rent or utilities because of financial hardship due to the Coronavirus, you may be eligible for assistance.

Eligibility

Not all renters are eligible for assistance. In general, the program is designed to assist West Virginia residential renters with annual income of no more than 80 percent of area median income (AMI); one or more household members has qualified for unemployment benefits, experienced a reduction in household income, incurred significant costs, or experienced other financial hardship due directly or indirectly to the coronavirus outbreak; and one or more household members are at risk of homelessness or housing instability such as a past due utility or rent notice or an eviction notice.

Eligible Expenses may include:

- Past due and current rent beginning April 1, 2020 and up to three months forward rent
- Past due and current water, sewer, gas, electric and home energy costs such as propane
- A one-time \$300 stipend for internet expenses so you can use the internet for distance learning, telework, telemedicine and/or to obtain government services

Please go to the website for more information:

wvrentalassistance.com



Looking For Legal Help?

Apply for Free Legal Services

There are two ways to find out if you are eligible for free legal services from Legal Aid of West Virginia.

1. Call 1-866-255-4370

Our Application Line is available during the following business hours:

Monday	8:30 - 3 p.m.
Tuesday	8:30 - 12:30 p.m. and 6-8 p.m.
Wednesday	8:30 - 3 p.m.
Thursday	8:30 - 3 p.m.
Friday	8:30 - 3 p.m.

2. Apply Online: www.lawv.net

Visit our website and click on "Apply for Help" in the upper right corner of your screen.

Find Legal Information and Self-Help Resources

Self-Help Library- www.lawv.net

Legal information, free online do-it-yourself forms and information on other resources in West Virginia. Available to the public 24 hours a day, 7 days a week.

Listen to Law Line- 1-866-985-2948

Recorded phone messages on common legal problems like divorce, custody, domestic violence, housing, DHHR benefits and how to represent yourself in court. Each message is 2-3 minutes. Available 24 hours a day, 7 days a week.



NEED HELP WITH APPLYING FOR BENEFITS?

Legal Aid of WV Community Navigators can assist low-income West Virginians, particularly those who lost jobs due to COVID-19, with completing forms, reviewing applications, and processing requests for:

- Public benefits
- Unemployment
- Mountaineer Rental Assistance Program
- Taxes (including child tax credit)
- Other programs available to low-income West Virginians

In Barbour, Calhoun, Doddridge, Grant, Gilmer, Harrison, Jackson, Lewis, Pendleton, Pleasants, Randolph, Ritchie, Roane, Taylor, Tucker, Upshur, Wirt, and Wood counties,

**CONTACT DAVID STRANGE AT
DSTRANGE@LAWV.NET OR 304-989-7499**

Community Navigators will work with clients from June 1 to
August 20, 2021.

WWW.LAWV.NET



We are currently taking Social Service Appointments
Monday - Friday, please call 304-472-6165



DOING THE MOST GOOD®

We provide Social Services Assistance for
the Following: Clothing, Food, Furniture,
Rent, and Utilities.

Please bring with you to your appointment:

Id for all the adults in the home

Social Security Cards for everyone in home

DHHR Award Letter

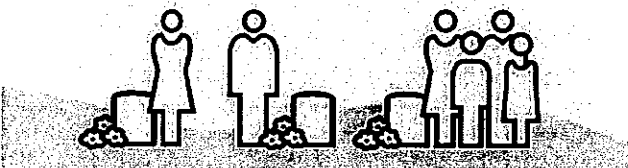
Income Verification

Utility Bill/ Termination Notice

Coronavirus (COVID-19) Funeral Assistance

The COVID-19 pandemic has brought overwhelming grief to many families. At FEMA, our mission is to help people before, during and after disasters. We are dedicated to helping ease some of the financial stress and burden caused by the virus.

FEMA is providing financial assistance for COVID-19-related funeral expenses incurred after January 20, 2020.



To be eligible for funeral assistance, you must meet these conditions:

- The death must have occurred in the United States, including the U.S. territories, and the District of Columbia.
- The death certificate must indicate the death was attributed to or caused by COVID-19.
- The applicant must be a U.S. citizen, non-citizen national or qualified alien who incurred funeral expenses after January 20, 2020.
- There is no requirement for the deceased person to have been a U.S. citizen, non-citizen national or qualified alien.

Which expenses will qualify for reimbursement?

Examples of eligible expenses for funeral services and interment or cremation may include, but not limited to:

- Transportation for up to two people to identify the deceased individual
- The transfer of remains, a casket or urn
- A burial plot or cremation niche
- A marker or headstone
- Clergy or officiant services
- The arrangement of a funeral ceremony
- The use of funeral home equipment or staff
- Cremation or interment costs
- Costs associated with producing multiple death certificates

What information do I need to provide to FEMA?

Please have the following information before contacting FEMA to apply:

- Your name, social security number, date of birth, mailing address and contact phone numbers.
- The name, social security number and date of birth for each deceased individual.
- The location or address where the deceased individual passed away.
- Documentation and receipts for any assistance already received from other sources, including burial or funeral insurance, donations, voluntary agencies, other government programs or non-profit organizations.
- If you and another person both incurred funeral expenses for the same deceased individual(s), you can also provide that person as a co-applicant — include their name, social security number and date of birth on the application.

HOW DO I APPLY FOR THIS ASSISTANCE?

Call FEMA's COVID-19 Funeral Assistance Helpline at 1-844-684-6333 (TTY: 800-462-7585) from 9 a.m. to 9 p.m. ET, Monday – Friday and begin the application process.

For fastest service following your application, you can begin submitting documentation online through [Disasterassistance.gov](https://disasterassistance.gov), by fax 855-261-3452.

Documents may also be mailed to:
COVID-19 Funeral Assistance
P.O. Box 10001
Hyattsville, MD 20782

FREQUENTLY ASKED QUESTIONS

You can also visit us online at [FEMA.gov/funeral-assistance/faq](https://fema.gov/funeral-assistance/faq). Information is provided in several languages both by telephone and the website.



FEMA

In compliance with West Virginia's Public Meeting Law, the 26th Judicial Circuit Community Corrections Program regular board meeting will be held June 14, 2021 at 6:00pm at the Upshur County Day Report Center in Upshur County. The public is invited to attend and learn more about our program, serving Lewis and Upshur Counties.

COMMUNITY CORRECTIONS

Board Meeting Agenda

June 14, 2021

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

I. Handouts

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

II. New Business

- 1) Batterer's Intervention Prevention Class Update
 - Upshur/Lewis- 0 referrals still no facilitator or training class
- 2) Home Confinement Update- Lewis-14 Upshur-19
- 3) Community Corrections Update
 - Referrals received since July 1, 2020 Upshur-44 Lewis-53 Total- 97
 - New case aide Brooklyn Queen update
 - Request to increase employee pay rates
 - Grant update
 - Discussion for new position

III. Next Meeting

- **August 9, 2021 at the Lewis County Day Report Center at 6:00 P.M.**

ELKINS ROAD PUBLIC SERVICE DISTRICT

Agenda

63

Meeting Regular Monthly Meeting **Start Time** 5:00 PM
Date Tuesday, July 6, 2021 **Place** P.S.D. Office
4536 Old Elkins Rd, Buckhannon

Meeting Called to Order by Chairperson 5:00 PM
Pledge of Allegiance
Roll Call Introduce Board of Directors
City/Treasurer-Carey Wagner, Secretary-Larry Heater, Board Member-David Burr
Introduce Office Staff - Office Manager, Carolyn Douglas; Billing Clerk - Linzy Wilson;
Storm Operator-David Wamsley
Recognize Current Customers
Approval of Minutes - June 1, 2021 Regular Monthly Meetings **Vote**
Approval of Minutes - June 14, 2021 Special Budget Meeting **Vote**
Treasurer Report/Payment of Bills for July/bal of June Invoices **Vote**

ITEMS FOR DISCUSSION

Central Van Lines - Moving Company **Vote**
Review quote/approve

Office Closure for Moving **Vote**
Week of July 19 - 23, 2021

Phase III Extension Project Update **Vote**
Invoice payment approval
Progress Reports & Discussion
Change Orders
Project Underruns & Proposed Use

Moving Plan
Discuss dates to move/resources needed

Maintenance Report
Leak Detection

Date & Time of July 2021 Meeting - Tuesday, August 3, 2021 @ 5:00 pm

Adjournment **Vote**

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

UPSHUR COUNTY SAFE STRUCTURES AND SITES
ENFORCEMENT BOARD

Meeting Agenda

Upshur County Administrative Annex

Thursday, July 8, 2021

3:00 p.m.

- I. Call meeting to order
- II. Recognition of Guests
- III. Public Comment
- IV. Approval of previous meeting(s) minutes
 - June 10, 2021
- V. Report and/or action on Pending Cases
 - 011421-01 (Carr) – Review photographs of property
 - 021121-01 (Chapman) – Pending until State action has reached its conclusion
 - 051321-01 (Hyre) – No action, deadline is August 11, 2021
- VI. Consider requests to establish new cases
 - Two new complaints
- VII. Adjournment

The next Safe Structures & Sites Board Meeting will be held on Thursday, August 12, 2021 beginning at 3:00 p.m. at the Upshur County Administrative Annex, 91 West Main Street, Suite 101, Buckhannon, WV.

To Participate in the meeting virtually,
Please join the meeting from your computer, tablet or smartphone
<https://global.gotomeeting.com/join/300044045>
You can also dial in using your phone United States: +1 (408) 650-3123 Access Code: 300-044-045

Special Meeting of City Council of Buckhannon
9:00 A.M. in Council Chambers
Meeting Agenda for Thursday, July 8, 2021

- A. Call to Order
 - A.1 Moment of Silence
 - A.2 Pledge to the Flag of the United States of America
- B. Strategic Issues for Discussion and/or Vote
 - B.1 Continued Discussion Hiring of Three (3) Fire Fighters
- C. Comments and Announcements
 - C.1 Mary Albaugh
 - C.2 Pamela Bucklew
 - C.3 C J Rylands
 - C.4 David Thomas
 - C.5 Jack Reger
 - C.6 Randall Sanders
- D. Mayor's Comments and Announcements
- E. Adjournment

POSTED 07/06/2021

Notice of Meeting
Buckhannon-Upshur Parks and Recreation Advisory Board

Date: July 12, 2021

Time: 5:30 PM

Location: BU Recreational Park Pavilion

Agenda

1. Approval of minutes from June
2. Financial Report
3. Trails update
4. Disk Golf update
5. Possible sign adding information to river Kiosk
6. Public Comments
7. Pool tour

Adjournment

Next Meeting: 5:30 PM, August 9, 2021

Buckhannon-Upshur Airport Authority Agenda

Buckhannon-Upshur Airport Authority-W22 Upshur Regional Airport Terminal Building as well as Virtually via Telephony or ZOOM ¹

Monday, July 12, 2021 at 4:00 pm

- A. Call to order
- B. Recognized guests and public comment period
- C. Officer/Committee/Consultant Reports:
 - President's Report – Tom O'Neill
 - Update Capital Improvement Plan
 - Treasurer's Report – Phil Loftis, Treasurer
 - Approval to renew contract with DBT Transportation Services for NADIN services; \$3,300.00 billed monthly at \$91.66
 - Approval to make annual fuel adjustment Jet A -753.03; Avgas -648.84
 - Approval to pay HWM Truck Lines, Inc. invoice #12602; \$2,550.00
 - Approval to renew the Airport Liability Policy with Mountain Lakes Insurance
 - Secretary's Report – Brian Huffman, Secretary
 - Engineering Reports – Chapman Technical
 - Approval needed to accept the quote for tree removal from Satisfaction Tree Service
 - Operations – Jamie Wilt, Jennifer Powers
 - Update fuel prices Jet-A and Avgas
 - Self-serve pump issues
 - Tenant request to paint hangar floor
 - Requests to have Terminal accessible during non- business hours
 - FY 2020 Audit will need to be completed by an independent firm. Approval needed to secure bids.
- D. Consent Agenda:
 - Approval of Minutes
 - Approval of Treasurer's Report
 - Authorization for payment of the bills
- E. Items Removed from the Consent Agenda for discussion and vote:
- F. Old Business:
 - Hangar space requests/applications/updates
- G. New Business:
 - Hangar leases - new and renewals discussion
- H. Board Member Comments and Announcements
- I. Adjournment

Notice: This (and possible future meetings) are being held using a conference call and the electronic application 'Zoom'. Should you desire to attend this meeting electronically you will need to contact the Authority (treasurer@filyw22.com or 304-613-9321) at least one hour prior to the meeting to gain the necessary information to join the meeting. All meetings of the Authority are open to the public and shall return to the Airport facilities when deemed safe for all participants. Thank you for your understanding.

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

In compliance with West Virginia's Public Meeting Law, the 26th Judicial Circuit Community Corrections Program special board meeting will be held July 15, 2021 at 6:00pm at the Upshur County Day Report Center in Upshur County. The public is invited to attend and learn more about our program, serving Lewis and Upshur Counties.

COMMUNITY CORRECTIONS

Special Board Meeting Agenda

July 15, 2021

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

I. Handouts

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

II. New Business

- 1) Batterer's Intervention Prevention Class Update
 - Upshur/Lewis- 0 referrals still no facilitator or training class
- 2) Home Confinement Update- Lewis-14 Upshur-19
- 3) Community Corrections Update
 - Referrals received since July 1, 2020 Upshur-53 Lewis-56 Total- 109
 - Discussion about purchasing a building for the Upshur County Office
 - Request to place a bid on a property

III. Next Meeting

- **August 9, 2021 at the Lewis County Day Report Center at 6:00 P.M.**

City Council of Buckhannon – 7:00 pm in Council Chambers
Meeting Agenda for Thursday, July 15, 2021

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

- 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**
 - B.1 John Waltz-Chairman of the Colonial Theatre Board
 - B.2 Susan Aloi-President of the City of Buckhannon Planning Commission
 - B.3 Laura Meadows-Executive Director-Upshur County Convention & Visitors Bureau
 - B.4 Dennis Cortes-Upshur County Parks & Recreation Board
- C. Department & Board Reports**
 - C.1 Public Works Director- Jerry Arnold
 - C.2 Finance Director- Amberle Jenkins
 - C.3 Police Chief- Matthew Gregory
 - C.4 City Attorney- Tom O'Neill
- D. Correspondence & Information**
 - D.1 Draft Unapproved Special Planning Commission Minutes 06/15/2021 RE: Possible Uses for the Madison St Property
 - D.2 Findings Report from the Planning Commission Meeting 06/15/2021 RE: Possible Uses for the Madison St Property
 - D.3 WVML 52nd Annual Conference August 3-6, 2021 at Oglebay Resort Wheeling WV
 - D.4 Rescheduled City Council Meeting date of August 5, 2021 to August 3, 2021 due to participation in the WVML Conference
 - D.5 Public Notice of Change in Water Rates will become effective August 1, 2021
 - D.6 Notice of Police Civil Service Commission Accepting Applications for Position of Full Time Police Officer-Deadline 7/23/21
 - D.7 Approval Letter from the WV Dept. of Arts, Culture & History for a Time Extension regarding Fast Track ADA & Emergency Grant Award RE: Colonial Theatre Project
 - D.8 Grant Award Notification FY22 Cultural Facilities from the WV Dept. of Arts, Culture & History RE: Colonial Theatre Project
 - D.9 CityPR: Festival Fridays & Fireworks-A Winning Combination
 - D.10 Letter to WVEMD RE:0036 Invoice Nos. 13 & 15 DHS/FEMA Region III HMGP Emergency Power Generators
 - D.11 FOIA Requests from James Honce RE: BPD Incident Report & from Data Specialist RE: COB Employee Contact Information
 - D.12 Report of Cat & Dog Activity -Upshur County Commission-May & June 2021
- E. Consent Agenda**
 - E.1 Approval of Minutes- Regular Meeting 06/17/2021 & 07/01/2021 & Emergency Meeting 06/17/2021
 - E.2 Approval of Building and Wiring Permits
 - E.3 Approval of Payment of the Bills
- F. Strategic Issues for Discussion and/or Vote**
 - F.1 Approval Job Description Colonial Theatre Managing Director
 - F.2 Discussion/Possible Action to Approve UCCVB Budget Request of \$25,000.00
 - F.3 Approval of 911 Addressing & Mapping Memorandum of Understanding between COB & UCC RE: Property Owner Nancy Burgess Island Avenue
 - F.4 Approval Bid Opening Results for Professional Surveying Services to Accept Potesta & Associates, Inc.
 - F.5 Approval Resolution 2021-08 Budget Revision #1 General Fund FY 2021/22
 - F.6 Approval Ordinance No. 451 Renaming of the Colonial Theatre Facility to "Colonial Arts Center (CAC)" -1st Reading
 - F.7 Approval City of Buckhannon Appointments FY 2021/2022
 - F.8 WV Infrastructure and Jobs Development Council Grant Agreement
- G. Comments and Announcements**
 - G.1 Mary Albaugh
 - G.2 Pamela Bucklew
 - G.3 C J Rylands
 - G.4 David Thomas
 - G.5 Jack Reger
 - G.6 Randall Sanders
- H. Mayor's Comments and Announcements**
- I. Adjournment**

Posted 07/12/2021 Revised 07/13/2021 Next Regular Scheduled City Council Meeting Tuesday, August 3, 2021

Notice of Meeting

for

Upshur County Fire Board, Incorporated

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

Location: Upshur County Administrative Annex, Suite 101, 91 W. Main Street
Date: Tuesday, July 20, 2021
Time: 6:30 p.m.

AGENDA

Call Meeting to Order

Approval of Minutes---June 22, 2021

Public Questions/Comment Period

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

- Cumulative report
- 2021 Fire Fee Statements
- Unpaid list

Financial Matters/Items

- Bank Statement---Checking Account Balance as of 06/30/2021---\$51,010.62
- Disbursement from Chief Tax Deputy for June---\$793.28

Payment of Bills/Invoices

- * Software Systems---monthly maintenance (June)---Invoice #35110---\$228.00
- * Upshur County Commission---Reimbursement---Payroll---April-June---\$6,478.83
- * Upshur County Commission---Reimbursement---Postage Tax Office---past FY---\$72.73
- * Upshur County Commission---Reimbursement---Postage Machine---April-June---\$7.14
- * Ralston Press---2021 Fire Fee Statements---Invoice #89766---\$2,696.82

Review and Approval of Corrective Tickets and Exoneration requests

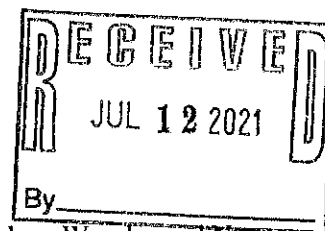
Other Items/Matters to Consider

Date of Next Meeting---August 17, 2021---Adjournment

Adrian Public Service District

June 3, 2021

Monthly Board Meeting



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

Visitors: Morgan Haymond, APSD rights of way agent.

All motions were unanimous unless otherwise noted.

The meeting was called to order at 2:45 pm by Chairman Spencer.

Morgan Haymond provided a short update concerning rights of way, and easements obtained for the Phase VIII/Pickens project. We are still waiting to obtain the property for the second tank site and approximately two more rights of ways.

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

Invoices were presented. Motion to pay by Carolyn, second by Paul.

Old Business

- Phase VIII/Pickens extension proceeding forward.

New Business

- None

Items for Discussion/Action/Approval

- After Eric and Ed demoed new meter reading equipment and Norma and Lindsey overviewed the Neptune 360 software for importing meter readings it was decided the PSD will stay with the current equipment and software the PSD has. The annual Neptune Hardware and Software Maintenance Quote will be renewed.
- A motion was made by Carolyn and second by Kelly to have Eric, Norma, and Mandy attend the Rural Water Conference at Snowshoe on August 15th – 18th.
- There is a Public Hearing of the Council of the City of Buckhannon and of Proposed Adoption of Ordinance by the Council of the City of Buckhannon: RE: ORDINANCE NO. 451 ESTABLISHING NEW WATER RATES AND CHARGES FOR WATER DISTRIBUTION SERVICES PROVIDED BY THE WATER BOARD OF THE CITY OF BUCKHANNON. Lindsey is to attend this on June 17, 2021 at 7:00PM.

Maintenance – Eric


- All booster stations were painted.
- Repaired a water main break at Arlington.
- Installed a shaft seal at Beechtown pump station.
- Two taps were installed.
- Water salesman- installed a new diaphragm, solenoid, and cleaned but still out of service.
- The radio at the Alton pump station is not working properly, will be calling Citco to service.

Office Report


- Preparing for Sanitary Survey set for June 22nd with the Bureau of Public Health.

The meeting adjourned at 4:00 pm. Next regular meeting will be July 1, 2021 at 3:00 pm

Board of Directors


Paul Spencer, Chairman

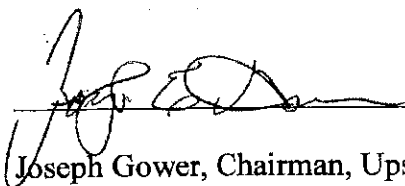

Carolyn Douglas, Vice Chairman


Kelly Arnold, Sec., Treas.

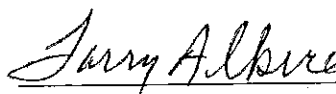
Upshur County Fire Board Meeting
June 15, 2021

The meeting was cancelled due to lack of a quorum.

The next meeting of the Board will be June 22, 2021.

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

Joseph Gower, Chairman, Upshur County Fire Board

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

Board Member