

## Upshur County Commission Meeting Agenda

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Location of Meeting: Upshur County Courthouse Annex  
Date of Meeting: August 29, 2019

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance  
Approval of Minutes:  
• August 22, 2019

9:05 a.m. Doyle Cutright, E911 Director – Update on CAD systems installation; request for confirmation of first due fire department zones.

### Items for Discussion / Action / Approval:

1. Order appointing the Sheriff of Upshur County as the Administrator for the Estate of Michael Mangan, deceased. \* Page 4
2. Order appointing the Sheriff of Upshur County as the Administrator for the Estate of James W. Reed, deceased. \* Page 5
3. Order appointing the Sheriff of Upshur County as the Administrator for the Estate of Barbara J. Reed, deceased. \* Page 6
4. Approve Invoices for Payment, Purchase Card Invoices for Payment, Budget Revisions / Financial Reports or Information, Correction of Erroneous Assessments, Exonerations/Refunds, Grant Updates / Requests for Reimbursements, Final Settlements, Vacation Orders, Consolidation of Land Tracts, Facility Maintenance Concerns or Updates, Road Name Requests, Project Reports / Updates, Request to Attend Meetings, Request for Day(s) Off.

### For Your Information:

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

1. Statewide Transportation Improvement Program (STIP) FFY 2016-2021 Program Amendment #28 dated August 13, 2019. Page 7-12
2. Correspondence from Dustin Zickefoose, Upshur County Assessor, acknowledging the outstanding job by the employees in the Assessor's office in passing all areas of the 2019 monitoring by the State Tax Department. Page 13
3. Upshur County Sheriff's Financial Statement for period ending July 2019. Page 14-15
4. Upshur County Mileage Reports – July 2019 Page 16-27
  - Upshur 911
  - Maintenance
  - Emergency Management
  - Sheriff

- Addressing and Mapping
- Community Corrections
- Dog Pound

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5. Public Notices:

a. Newsletters and/or Event Notifications:

b. Agendas and/or Notice of Meetings:

- Elkins Road PSD September 3, 2019 Page 28
- Upshur-Buckhannon Board of Health September 5, 2019 Page 29
- James W. Curry Library/Park Advisory Board August 28, 2019 Page 30-31

c. Meeting Minutes:

- Upshur County Fire Board, Inc. July 9, 2019 Page 32-34
- Upshur County Family Resource Network June 10, 2019 Page 35-36

d. Meetings:

- 09/03/19 5:30 p.m. Elkins Road PSD
- 09/03/19 4:00 p.m. Hodgesville PSD
- 09/05/19 7:00 p.m. Banks District VFD
- 09/05/19 7:00 p.m. Selbyville VFD
- 09/09/19 12:00 p.m. Upshur County Family Resource Network
- 09/09/19 4:30 p.m. Upshur County Solid Waste Authority
- 09/09/19 5:30 p.m. Buckhannon-Upshur Recreational Park Advisory Board
- 09/09/19 6:00 p.m. Lewis-Upshur Community Corrections Board-Upshur County
- 09/10/19 7:30 p.m. Adrian VFD
- 09/05/19 6:00 p.m. Buckhannon-Upshur Board of Health
- 09/19/19 7:00 a.m. Upshur County Development Authority – Full Board
- 09/18/19 12:00 p.m. Upshur County Senior Center Board
- 09/12/19 3:00 p.m. Upshur County Conventions & Visitors Bureau
- 09/11/19 7:00 p.m. Warren District VFD
- 09/12/19 10:00 a.m. Adrian PSD
- 09/11/19 3:00 p.m. Tennerton PSD
- 09/12/19 4:00 p.m. Upshur County Safe Sites & Structures Enforcement Board
- 09/12/19 7:30 p.m. Buckhannon VFD
- 09/12/19 4:00 p.m. Buckhannon Upshur Airport Authority
- 09/19/19 6:30 p.m. Upshur County Youth Camp Board
- 09/15/19 6:00 p.m. Washington District VFD
- 09/16/19 12:00 p.m. Buckhannon-Upshur Chamber of Commerce
- 09/18/19 4:00 p.m. Upshur County Public Library Board
- 09/17/19 10:00 a.m. Wes-Mon-Ty Resource Conservation & Development Council
- 09/17/19 6:30 p.m. Upshur County Fire Board, Inc.
- 09/24/19 5:00 p.m. UC Enhanced Emergency Telephone Advisory Board
- 09/11/19 7:00 p.m. Ellamore VFD
- 10/16/19 12:00 p.m. Lewis Upshur LEPC --- Lewis location
- 09/19/19 2:00 p.m. Upshur County Farmland Protection Board
- 09/25/19 10:00 a.m. James W. Curry Advisory Board
- 09/18/19 7:00 p.m. Upshur County Fire Fighters Association

- 09/11/19 6:00 p.m. Buckhannon River Watershed Association - WVWC
- 09/23/19 10:00 a.m. Mountain CAP of WV, Inc., a CDC
- 09/13/19 11:00 a.m. Region VI Local Elected Officials

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6. Appointments Needed or Upcoming:

- a. Buckhannon-Upshur Airport Authority (7/1/19 – 6/30/2022 City Rep.)

Tabled Items

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

1. Hearing upon the Petition/Complaint of the Upshur County Safe Sites and Structures Enforcement Agency -- Chapman Case Number 101118-01 (Warren Tax District – Tax Map 6B Parcel Number 11.

**Next Regular Meeting of the Upshur County Commission**  
**September 5, 2019 --- 9:00 a.m.**  
**Upshur County Courthouse Annex**

STATE OF WEST VIRGINIA:

In the Office of the Clerk of the Upshur County Commission, in vacation of said Commission, August 29, 2019.

On August 29, 2019, it appearing to the Clerk, that it had been more than two months since the death of Michael Dennis Mangan, deceased, with there being no known Last Will and Testament for Michael Dennis Mangan, and upon the motion of Joni Kay Howard, a creditor of Michael Dennis Mangan, deceased, does hereby request the Sheriff of Upshur County to serve as the Administrator of the Estate of Michael Dennis Mangan, deceased. Therefore, in accordance with Chapter 44, Article 1, Section 11 of the West Virginia Code, it is ordered that the Sheriff of Upshur County serve as Administrator of the estate of Michael Dennis Mangan, late a resident of Meade District, Upshur County, West Virginia.

TESTE: Carle G. Smith, CLERK

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STATE OF WEST VIRGINIA:

In the Office of the Clerk of the Upshur County Commission, in vacation of said Commission, August 29, 2019.

On August 29, 2019, it appearing to the Clerk, that it had been more than two months since the death of James W. Reed, deceased, with there being no known heirs for James W. Reed, and upon the motion of James A. and Amanda Posey, creditors of James W. Reed, deceased, does hereby request the Sheriff of Upshur County to serve as the Administrator of the Estate of James W. Reed, deceased. Therefore, in accordance with Chapter 44, Article 1, Section 11 of the West Virginia Code, it is ordered that the Sheriff of Upshur County serve as Administrator of the estate of James W. Reed, late a resident of Meade District, Upshur County, West Virginia.

TESTE: Carne G. Smith, CLERK

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STATE OF WEST VIRGINIA:

In the Office of the Clerk of the Upshur County Commission, in vacation of said Commission, August 29, 2019.

On August 29, 2019, it appearing to the Clerk, that it had been more than two months since the death of Barbara J. Reed, deceased, with there being no known heirs for Barbara J. Reed, and upon the motion of James A. and Amanda Posey, creditors of Barbara J. Reed, deceased, does hereby request the Sheriff of Upshur County to serve as the Administrator of the Estate of Barbara J. Reed, deceased. Therefore, in accordance with Chapter 44, Article 1, Section 11 of the West Virginia Code, it is ordered that the Sheriff of Upshur County serve as Administrator of the estate of Barbara J. Reed, late a resident of Meade District, Upshur County, West Virginia.

TESTE: Clare G. Smith, CLERK



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**WEST VIRGINIA DEPARTMENT OF TRANSPORTATION**

**Division of Highways**

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

Byrd E. White, III  
Secretary of Transportation

August 13, 2019

Jimmy Wriston, P. E.  
Deputy Secretary/  
Acting Commissioner

To Whom It May Concern:

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

All written comments are to be received no later than August 23, 2019 and should be addressed to:

Ryland Wayne Musick, Jr., M.S., P. E.  
Deputy State Highway Engineer –  
Planning and Programming  
West Virginia Division of Highways  
1900 Kanawha Boulevard, East  
Charleston, West Virginia 25305-0430

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

Sincerely,

Ryland Wayne Musick, Jr., M.S., P. E.  
Deputy State Highway Engineer –  
Planning and Programming

RLP:MI

Attachment

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

bcc: HP, PP

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

COUNTY	FFY	DISTRICT	GROUP	FUNDING OBLIGATION DATE	FUND TYPE	PHASE	ROUTE	PROJECT NAME	TYPE OF WORK	STATE PROJ. NUMBER	FEDERAL PROJECT NUMBER	FEDERAL DOLLAR COST	TOTAL PHASE COST	FEDERALCOST CHANGE
PROJECT COMMENTS														
CABELL	2019	2	MPO	9/28/2019	STP	ENG	NA999	CITY STREET - 14 ST W	DESIGN 14TH ST W PATH	U306 CITYS 1 00	STBG2019191D	\$80,000	\$100,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
CABELL	2020	2	MPO	6/28/2020	NHPP	CON	I064	EAST MALL RD - CSX OP	RESURFACE	S306 64 02029 00	NHPP0641402D	\$1,530,000	\$1,700,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
CABELL	2019	2	MPO	8/28/2019	NHPP	ROW	I064	MILLER RD O/P (DESIGN/BUILD)	REPL BRIDGE	U306 64 00922 00	NHPP0641081D	\$90,000	\$100,000	\$0
2016-2021 AMD 28 - DELETE, PHASE NOT NEEDED														
CABELL	2019	2	MPO	8/28/2019	STP-TMA	ENG	NA999	ST CLOUD COMMONS	DESIGN PLAYGROUND	U306 HUNTI 2 00	STBG2019190D	\$20,000	\$25,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
FAYETTE	2020	9	MPO	10/28/2019	TAP	ENG	NA999	OAK HILL EAST END PED UPGRADE	DESIGN SIDEWALK	U310 OAKHI 7 00	TAP2018255DTC	\$200,000	\$200,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
GREENBRIER	2020	9		7/28/2020	TAP	ENG	NA	LEWISBURG US 219 SOUTH SIDEWALKS 2012	DESIGN/CONST SIDEWALK	U313 LEWIS 4 04	TAP2018253DTC	\$50,000	\$50,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
GREENBRIER	2021	9		12/28/2020	TAP	CON	NA	LEWISBURG US 219 SOUTH SIDEWALKS 2012	DESIGN/CONST SIDEWALK	U313 LEWIS 4 04	TAP2018254D	\$160,000	\$200,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
HARRISON	2020	4		10/28/2019	TAP	ENG	NA	BRIDGEPORT COMM CONNECTIVITY	DESIGN CONST TRAIL	U317 HARRI 8 00	TAP2018249DTC	\$30,000	\$30,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
HARRISON	2021	4		12/28/2020	TAP	CON	NA	BRIDGEPORT COMM CONNECTIVITY	DESIGN CONST TRAIL	U317 HARRI 8 00	TAP2018250D	\$72,000	\$90,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
HARRISON	2020	4		10/28/2019	NHPP	ENG	US050	CLARKSBURG EXP LIGHTING	UPGRADE LIGHTING	U317 50 01230 00	NHPP0050374D	\$320,000	\$400,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
HARRISON	2021	4		11/28/2020	NHPP	CON	US050	CLARKSBURG EXP LIGHTING	UPGRADE LIGHTING	U317 50 01230 00	NHPP0050375D	\$4,800,000	\$6,000,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
KANAWHA	2019	1	MPO	7/28/2019	STP	ENG	WV061	ADMIRAL T J LOPEZ BR	5YR BR INSPECTION	T620 61 00012 00	STP0061091D	\$560,000	\$700,000	\$0
2016-2021 AMD 28 - CANCEL PROJECT, DONE THRU DOH INSPECTIONS														
KANAWHA	2019	1	MPO	8/28/2019	NHPP	CON	I064	MACCORKLE AVE - OAKWOOD	RESURFACE	S320 64 05375 00	NHPP0642177	\$450,000	\$500,000	\$0
2016-2021 AMD 28 - DELETE PROJECT														

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

COUNTY	FFY	DISTRICT	GROUP	FUNDING OBLIGATION DATE	FUND TYPE	PHASE	ROUTE	PROJECT NAME	TYPE OF WORK	STATE PROJ. NUMBER	FEDERAL PROJECT NUMBER	FEDERAL DOLLAR COST	TOTAL PHASE COST	FEDERAL COST CHANGE
PROJECT COMMENTS														
LOGAN	2020	2		10/28/2019	NRT	CON	NA999	HATFIELD-MCCOY-LOGAN CO TRAIL	CONST TRAIL	U323 HATFI 5 00	NRT2017205D	\$50,080	\$62,500	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
MARION	2020	4		10/28/2019	TAP	ENG	NA999	FAIRMONT SRTS TRAFFIC CALMING	INSTALL SAFETY FLASHERS	U325 FAIRM 9 00	TAP2018260DTC	\$15,000	\$15,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
MARION	2020	4		8/28/2020	TAP	CON	NA999	FAIRMONT SRTS TRAFFIC CALMING	INSTALL SAFETY FLASHERS	U325 FAIRM 9 00	TAP2018261D	\$21,814	\$27,267	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
MERCER	2020	10		10/28/2019	TAP	ENG	NA	ATHENS PARK TRAIL	DESIGN CONST TRAIL	U328 ATHEN 2 00	TAP2018251DTC	\$12,000	\$12,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
MERCER	2021	10		12/28/2020	TAP	CON	NA	ATHENS PARK TRAIL	DESIGN CONST TRAIL	U328 ATHEN 2 00	TAP2018252D	\$28,901	\$36,126	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
MERCER	2020	10		3/28/2020	STP	CON	WV104	LOCUST ST TRAFFIC SIGNAL	INSTALL TRAFFIC SIGNAL	U328 104 00236 00	STBG0414012D	\$192,000	\$240,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
MONONGALIA	2020	4	MPO	10/28/2019	TAP	ENG	NA999	DUNKARD AVE SIDEWALKS PHASE V	CONSTRUCT SIDEWALK	U331 MONON 6 04	TAP2018215DTC	\$60,000	\$60,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
MONONGALIA	2021	4	MPO	1/28/2021	TAP	CON	NA999	DUNKARD AVE SIDEWALKS PHASE V	CONSTRUCT SIDEWALK	U331 MONON 6 04	TAP2018216DTC	\$240,000	\$240,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
MONONGALIA	2019	4	MPO	8/28/2019	STP	CON	CO045	RIVER ROAD SLIDES	REPAIR	S331 45 1150 00	STBG0045080D	\$2,000,000	\$2,500,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
OHIO	2019	6	MPO	7/28/2019	NHPP	ENG	US250	27TH ST BR NB & SB	C&P	S335 250 00145 00	NHPP0250261D	\$8,000	\$10,000	\$0
2016-2021 AMD 28 - CANCEL PROJECT														
OHIO	2019	6	MPO	9/28/2019	NHPP	CON	US250	27TH ST BR NB & SB	C&P	S335 250 00145 00	NHPP0250262D	\$1,284,000	\$1,605,000	\$0
2016-2021 AMD 28 - CANCEL PROJECT														
OHIO	2020	6	MPO	2/28/2020	NHPP	CON	I070	I-70 MINING PROJECT PANELS 17 & 18	MINE SUBSIDENCE REPAIR	S335 70 01195 03	NHPP070161D	\$9,600,000	\$12,000,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
POCAHONTAS	2020	8		10/28/2019	NRT	ENG	NA999	MARLINTON RANGER DISTRICT	DESIGN CONST TRAIL	U338 MARLI 6 00	NRT2018256D	\$5,000	\$5,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														

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**STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM (STIP) FFY 2016-2021  
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COUNTY	FFY	DISTRICT	GROUP	FUNDING OBLIGATION DATE	FUND TYPE	PHASE	ROUTE	PROJECT NAME	TYPE OF WORK	STATE PROJ. NUMBER	FEDERAL PROJECT NUMBER	FEDERAL DOLLAR COST	TOTAL PHASE COST	FEDERAL COST CHANGE
PROJECT COMMENTS														
POCAHONTAS	2021	8		11/28/2020	NRT	CON	NA999	MARLINTON RANGER DISTRICT	DESIGN CONST TRAIL	U338 MARLI 6 00	NRT2018257D	\$12,000	\$15,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
ROANE	2020	3		10/28/2019	STP	ROW	US033	COL RUBY BRADLEY BRIDGE (DESIGN/BUILD)	WIDEN BRIDGE	U344 33 01276 00	STP0033397D	\$480,000	\$600,000	\$0
2016-2021 AMD 28 - CANCEL PHASE, DESIGN/PHASE PROJECT														
ROANE	2019	3		9/28/2019	STP	ENG	US033	SCOTT MILLER HILL BP MITIGATION	WETLAND MITIGATION	U344 33 00349 06	STBG0033417D	\$9,600,000	\$12,000,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
WAYNE	2020	2	MPO	10/28/2019	STP-TMA	ENG	NA000	HUNTINGTON TRI-STATE AIRPORT	DESIGN PARKING STRUCTURE	U350 TRIST 2 00	STBG2019194D	\$520,000	\$650,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
WAYNE	2019	2	MPO	9/28/2019	NHPP	CON	US052	PRICHARD FOUR LANE	CENTERLINE JOINT REPAIR	S350 052 1600 00	STP0052333D	\$160,000	\$200,000	\$0
2016-2021 AMD 28 - DELETE PROJECT														
WAYNE	2019	2	MPO	8/28/2019	CMAQ	ENG	NA	PRICHARD INTERMODAL	FREIGHT AWARENESS PLAN	T250 PIFMP 17 00	CMAQ2018057D	\$200,000	\$250,000	\$0
2016-2021 AMD 28 - CANCEL PROJECT														
WETZEL	2020	6		10/28/2019	NHPP	ENG	WV002	PROCTOR - KENT MITIGATION	WETLAND MITIGATION	U352 2 1166 01	NHPP0002607D	\$8,000,000	\$10,000,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
WOOD	2019	3	MPO	8/28/2019	TAP	ENG	NA999	COMING PARK TRAIL ACQUISITION	ACQUISITION OF CSX CORR ON N BEND TRAIL	U354 COMIN 1 00	TAP2019186DTC	\$50,000	\$50,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
WOOD	2020	3	MPO	1/28/2020	TAP	ROW	NA999	COMING PARK TRAIL ACQUISITION	ACQUISITION OF CSX CORR ON N BEND TRAIL	U354 COMIN 1 00	TAP2019187D	\$20,000	\$25,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
WOOD	2020	3	MPO	8/28/2020	TAP	CON	NA999	COMING PARK TRAIL ACQUISITION	ACQUISITION OF CSX CORR ON N BEND TRAIL	U354 COMIN 1 00	TAP2019188D	\$163,200	\$204,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
STATEWIDE	2019	99		9/28/2019	HSIP	ENG	NA999	2019 ITS PROGRAM	ITS UPDATE REVIEW	T699 ITS 4 00 00	HSIP2019196D	\$200,000	\$250,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
STATEWIDE	2019	99		9/28/2019	HSIP	ENG	NA999	2019 LIGHTING STANDARDS & SPECS	REVIEW HIGHWAY LIGHTING	T699 LIGHT 1 00	HSIP2019197D	\$225,000	\$500,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
STATEWIDE	2019	99		9/28/2019	HSIP	ENG	NA999	2019 NAVIGATION LIGHTING	REVIEW BRIDGE LIGHTING	T699 NAVIG 19 00	HSIP2019189D	\$240,000	\$300,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														

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**STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM (STIP) FFY 2016-2021  
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COUNTY	FFY	DISTRICT	GROUP	FUNDING OBLIGATION DATE	FUND TYPE	PHASE	ROUTE	PROJECT NAME	TYPE OF WORK	STATE PROJ. NUMBER	FEDERAL PROJECT NUMBER	FEDERAL DOLLAR COST	TOTAL PHASE COST	FEDERALCOST CHANGE
PROJECT COMMENTS														
STATEWIDE	2020	99		10/28/2019	STP	ENG	NA999	AUXILIARY STRUCTURE INSPECTION	PILOT PROJ STRUCTURE INSP	T699 AUXSI 1 00	STBG2019198D	\$400,000	\$500,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
STATEWIDE	2019	99		9/28/2019	CMAQ	CON	NA999	ITS, SIGNAL SYSTEMS, LIGHTING & STRUCTURES	IDIQ	T699 ITS 3 00	HSCM2019173	\$2,640,000	\$3,300,000	\$1,240,000
2016-2021 AMD 28 - 175% COST INCREASE (>\$2M)														
STATEWIDE	2019	99		9/28/2019	HSIP	CON	NA999	ITS, SIGNAL SYSTEMS, LIGHTING & STRUCTURES	IDIQ	T699 ITS 3 00	HSCM2019173	\$1,980,000	\$2,200,000	\$1,755,000
2016-2021 AMD 28 - 175% COST INCREASE (>\$2M)														
STATEWIDE	2020	99		10/28/2019	HSIP	ENG	NA	RDWY DEPARTURE ASSESSMENT A	IMPROVE RDWY DEPARTURES	T699 RDWA 20 00	HSIP2020058D	\$225,000	\$250,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
STATEWIDE	2020	99		6/28/2020	HSIP	CON	NA	RDWY DEPARTURE ASSESSMENT A	IMPROVE RDWY DEPARTURES	T699 RDWA 20 00	HSIP2020059D	\$968,400	\$1,076,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
STATEWIDE	2020	99		10/28/2019	HSIP	ENG	NA	RDWY DEPARTURE ASSESSMENT B	IMPROVE RDWY DEPARTURES	T699 RDWB 20 00	HSIP2020050D	\$225,000	\$250,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
STATEWIDE	2020	99		6/28/2020	HSIP	CON	NA	RDWY DEPARTURE ASSESSMENT B	IMPROVE RDWY DEPARTURES	T699 RDWB 20 00	HSIP2020051D	\$805,500	\$895,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
STATEWIDE	2020	99		10/28/2019	HSIP	ENG	NA	RDWY DEPARTURE ASSESSMENT C	IMPROVE RDWY DEPARTURES	T699 RDWC 20 00	HSIP2020054D	\$225,000	\$250,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
STATEWIDE	2020	99		6/28/2020	HSIP	CON	NA	RDWY DEPARTURE ASSESSMENT C	IMPROVE RDWY DEPARTURES	T699 RDWC 20 00	HSIP2020055D	\$852,300	\$947,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
STATEWIDE	2020	99		10/28/2019	HSIP	ENG	NA	RDWY DEPARTURE ASSESSMENT D	IMPROVE RDWY DEPARTURES	T699 RDWD 20 00	HSIP2020056D	\$225,000	\$250,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
STATEWIDE	2020	99		6/28/2020	HSIP	CON	NA	RDWY DEPARTURE ASSESSMENT D	IMPROVE RDWY DEPARTURES	T699 RDWD 20 00	HSIP2020057D	\$788,400	\$876,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
STATEWIDE	2020	99		10/28/2019	HSIP	ENG	NA	RDWY DEPARTURE ASSESSMENT E	IMPROVE RDWY DEPARTURES	T699 RDWE 20 00	HSIP2020052D	\$225,000	\$250,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														
STATEWIDE	2020	99		6/28/2020	HSIP	CON	NA	RDWY DEPARTURE ASSESSMENT E	IMPROVE RDWY DEPARTURES	T699 RDWE 20 00	HSIP2020053D	\$641,700	\$713,000	\$0
2016-2021 AMD 28 - ADD NEW PROJECT														

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

COUNTY	FFY	DISTRICT	GROUP	FUNDING OBLIGATION DATE	FUND TYPE	PHASE	ROUTE	PROJECT NAME	TYPE OF WORK	STATE PROJ. NUMBER	FEDERAL PROJECT NUMBER	FEDERAL DOLLAR COST	TOTAL PHASE COST	FEDERALCOST CHANGE
PROJECT COMMENTS														
STATEWIDE	2019	99		8/28/2019	HSIP	ENG	NA999	TRAFFIC INCIDENT MANAGEMENT 2	DEVELOP LOCAL TIM COMMITTEES	T699 TIM 19 00	HSIP2018197D	\$160,000	\$200,000	\$0
2016-2021 AMD 28 - CANCEL PROJECT														

Phone: (304) 472-4650  
Fax: (304) 472-1421



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Dustin Zickefoose  
Assessor

County of Upshur  
Office of Assessor  
38 W. Main Street, Room 102  
Court House Annex  
Buckhannon, West Virginia 26201-2259

08/27/2019

Upshur County Commission,

Please accept this letter acknowledging the recent exit monitoring meeting held between the Upshur County Assessor's Office and the WV State Tax Department. State code requires that each county is monitored (audited) by the State Tax Department every 2 years on their field data collection, transfer process, and appraisal work. I am happy to report the Upshur County Assessor's Office passed 2019 monitoring and will not be monitored again until the 2021TY. Every employee in the Assessor's Office has a hand in this operation. I take this very seriously and I thank you for your support and cooperation with what we do. Please be sure and thank our employees for doing an outstanding job when you see them. The monitoring process takes months to complete and is very thorough.

Sincerely,

A handwritten signature in black ink, appearing to read "Dustin Zickefoose", written over a horizontal line.

Dustin Zickefoose

Upshur County Assessor



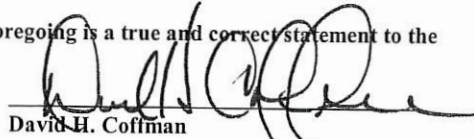
# Upshur County Sheriff's Financial Statement

For Period Ending: July 2019

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FUND NAME	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 001 GENERAL COUNTY FUND	\$ 486,925.29	\$ 1,126,077.93	\$ (796,864.92)	\$ 816,138.30
FUND - 002 COAL SEVERANCE TAX FUND	\$ 4,263.36	\$ 18,888.21	\$ -	\$ 23,151.57
FUND - 003 DOG AND KENNEL FUND	\$ 6,196.07	\$ 21,569.85	\$ (5,194.46)	\$ 22,571.46
FUND - 004 GENERAL SCHOOL FUND	\$ 30,657.27	\$ 4,834.28	\$ -	\$ 35,491.55
FUND - 005 MAGISTRATE COURT FUND	\$ -	\$ 1,298.50	\$ (21.00)	\$ 1,277.50
FUND - 006 WORTHLESS CHECK FUND	\$ 142,994.09	\$ 292.79	\$ (8,540.00)	\$ 134,746.88
FUND - 007 E-911 FUND	\$ 281,627.27	\$ 38,923.41	\$ (5,506.62)	\$ 315,044.06
FUND - 008 HOME CONFINEMENT FUND	\$ 24,540.19	\$ 4,741.01	\$ (1,800.00)	\$ 27,481.20
FUND - 013 CURRY PARK FUND	\$ 36,156.51	\$ 2,821.41	\$ (1,553.68)	\$ 37,424.24
FUND - 015 CURRY LIBRARY FUND	\$ 48,840.77	\$ 2,555.64	\$ (3,020.49)	\$ 48,375.92
FUND - 018 AIRPORT CONSTRUCTION FUND	\$ 0.10	\$ -	\$ -	\$ 0.10
FUND - 019 UPSHUR COUNTY FIRE FEE FUND	\$ 460.08	\$ 50,775.29	\$ -	\$ 51,235.37
FUND - 021 EE HEALTH CARE REIMBURSEMENT FUND	\$ 41,068.18	\$ 12,658.45	\$ (5,004.82)	\$ 48,721.81
FUND - 039 COAL REALLOCATION FUND	\$ 157,785.72	\$ 30.66	\$ (29,990.98)	\$ 127,825.40
FUND - 052 EMPLOYEE BENEFITS FUND	\$ 924,462.02	\$ 200.73	\$ (330,658.45)	\$ 594,004.30
FUND - 056 ASSESSOR'S VALUATION FUND	\$ 159,465.30	\$ 30,056.51	\$ (6,787.05)	\$ 182,734.76
FUND - 058 UP.CO.FIN.STBL.FUND	\$ 700,130.24	\$ -	\$ -	\$ 700,130.24
FUND - 059 CONCEALED WEAPONS FUND	\$ 23,933.08	\$ 1,625.85	\$ (1,549.25)	\$ 24,009.68
FUND - 063 VOTER'S REGISTRATION FUND	\$ 5,250.58	\$ 0.13	\$ -	\$ 5,250.71
FUND - 071 JURY FUND	\$ 15,040.00	\$ -	\$ -	\$ 15,040.00
FUND - 073 SPECIAL LAW ENFRMNT INVESTIGATION FUND	\$ 2,485.46	\$ 0.06	\$ -	\$ 2,485.52
FUND - 078 CHILD EXCHANGE & VISITATION FUND	\$ 25,237.65	\$ -	\$ -	\$ 25,237.65
FUND - 079 SPAYING & NEUTERING FUND	\$ 48,557.61	\$ 1,000.00	\$ (255.00)	\$ 49,302.61
FUND - 080 COMM. CORR. FUND	\$ 60,564.06	\$ 38,664.45	\$ (8,982.60)	\$ 90,245.91
FUND - 102 AIRPORT IMP. PROJECT FUND	\$ -	\$ -	\$ -	\$ -
FUND - 104 ELKINS ROAD PSD FUND	\$ -	\$ -	\$ -	\$ -
FUND - 105 ADRIAN PSD WATERLINE PHASE VI FUND	\$ -	\$ -	\$ -	\$ -
FUND - 245 UPSHUR COUNTY WELLNESS COMPLEX FUND	\$ 4,760.00	\$ -	\$ -	\$ 4,760.00
FUND - 248 IND. PARK SEWER FUND	\$ 1.00	\$ -	\$ -	\$ 1.00
FUND - 311 DMV LICENSE FUND	\$ -	\$ 56,168.00	\$ (56,168.00)	\$ -
FUND - 312 CRIMINAL CHARGES FUND	\$ -	\$ 2,341.13	\$ (2,341.13)	\$ -
FUND - 313 COURT REPORTER FUND	\$ -	\$ 308.00	\$ (308.00)	\$ -
FUND - 314 STATE FINES FUND	\$ -	\$ 510.00	\$ (510.00)	\$ -
FUND - 315 STATE POLICE FUND	\$ 5.00	\$ 400.00	\$ (400.00)	\$ 5.00
FUND - 316 STATE CURRENT FUND	\$ -	\$ 9,445.88	\$ (9,445.88)	\$ -
FUND - 317 COURTHOUSE FACILITIES IMPROVEMENT FUND	\$ -	\$ 405.00	\$ (405.00)	\$ -
FUND - 364 TAX LIEN FUND	\$ 134,919.58	\$ 4,595.65	\$ (419.09)	\$ 139,096.14
FUND - 365 DELQ & NONENT LAND	\$ 72,791.53	\$ -	\$ -	\$ 72,791.53
FUND - 366 BOARD OF HEALTH FUND	\$ 355,239.24	\$ 56,173.89	\$ (27,968.32)	\$ 383,444.81
FUND - 369 WV DEPUTY SHERIFF'S RETIREMENT FUND	\$ 884.00	\$ 614.50	\$ (884.00)	\$ 614.50
FUND - 373 SCHOOL CURRENT FUND	\$ -	\$ 740,005.29	\$ (740,005.29)	\$ -
FUND - 374 SCHOOL EXCESS LEVY FUND	\$ -	\$ 374,885.41	\$ (374,885.41)	\$ -
FUND - 375 SCHOOL BOND FUND	\$ -	\$ -	\$ -	\$ -
FUND - 378 CITY CURRENT FUND	\$ -	\$ 69,918.67	\$ (69,918.67)	\$ -
FUND - 379 CITY VOTED LIBRARY FUND	\$ -	\$ 8,390.19	\$ (8,390.19)	\$ -
<b>FINAL TOTALS</b>	<b>\$ 3,795,241.25</b>	<b>\$ 2,681,176.77</b>	<b>\$ (2,497,778.30)</b>	<b>\$ 3,978,639.72</b>
BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:	\$ 5,163,706.76	\$ -	\$ -	\$ -
ORDERS/DEBITS OUTSTANDING:	\$ (3,813,512.00)	\$ -	\$ -	\$ -
DEPOSITS/CREDITS OUTSTANDING:	\$ 2,626,694.96	\$ -	\$ -	\$ -
NET BANK BALANCE	\$ 3,976,889.72	\$ -	\$ -	\$ -
PETTY CASH / CASH DRAWERS	\$ 1,750.00	\$ -	\$ -	\$ -
CASH SPECIAL INVESTIGATION FUND	\$ -	\$ -	\$ -	\$ -
ADJUSTMENT	\$ -	\$ -	\$ -	\$ -
<b>TOTAL IN COUNTY DEPOSITORIES AND OFFICE:</b>	<b>\$ 3,978,639.72</b>	\$ -	\$ -	\$ -

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

  
 David H. Coffman  
 Sheriff & Treasurer, Upshur County

7/19/2019



# Upshur County Sheriff's Financial Statement

For Period Ending: July 2019

## Bank Balance Listing

BANK NAME	ACCOUNT NAME	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
<b>FIRST COMMUNITY BANK</b>					
	GENERAL COUNTY -MMA	\$ 49,769.17	\$ (7,460.36)	\$ 543,787.38	\$ 586,096.19
	COAL SEVERANCE-MMA	\$ 2,151.57	\$ -	\$ -	\$ 2,151.57
	E-911 -MMA	\$ 303,270.29	\$ -	\$ -	\$ 303,270.29
	CURRY PARK-MMA	\$ 34,892.35	\$ -	\$ -	\$ 34,892.35
	CURRY LIBRARY-MMA	\$ 44,503.38	\$ -	\$ -	\$ 44,503.38
	AIRPORT CONSTRUCTION-MMA	\$ -	\$ -	\$ -	\$ -
	ASSESSOR'S VALUATION-MMA	\$ 149,485.72	\$ -	\$ 29,437.25	\$ 178,922.97
	CONCEALED WEAPONS	\$ 25,253.93	\$ (1,549.25)	\$ 305.00	\$ 24,009.68
	GENERAL TAX ACCOUNT-MMA	\$ 1,481,595.65	\$ (1,754,563.50)	\$ 272,967.85	\$ -
	BOARD OF HEALTH-MMA	\$ 342,152.29	\$ -	\$ 1,292.52	\$ 343,444.81
	UPSHUR CO. FIRE FEE-IBCK	\$ 42,180.72	\$ (20.00)	\$ 9,074.65	\$ 51,235.37
	UP CO COAL REALLOCAT-IBCK	\$ 127,825.40	\$ -	\$ -	\$ 127,825.40
	EMPLOYEE BENEFITS-IBCK	\$ 594,004.30	\$ -	\$ -	\$ 594,004.30
	SP.LAW ENF.INVESTIG.-IBCK	\$ 2,485.52	\$ -	\$ -	\$ 2,485.52
	COMMUNITY CORR. FUND-IBCK	\$ 90,295.91	\$ (50.00)	\$ -	\$ 90,245.91
	PARKS/REC CLEARING ACCT	\$ 2,150.50	\$ (2,150.50)	\$ -	\$ -
	ADDRESSING/MAPPING CLEARING	\$ 45.00	\$ (45.00)	\$ -	\$ -
	GENERAL COUNTY PAYROLL-CK	\$ 218,467.98	\$ (172,889.80)	\$ 985.88	\$ 46,564.06
	TAX CLEARING ACCOUNT	\$ 64,441.68	\$ (72,760.08)	\$ 8,318.40	\$ -
	BOARD OF HEALTH-PAYROLL	\$ 21,297.60	\$ (1,297.60)	\$ -	\$ 20,000.00
	GENERAL COUNTY-CKNG	\$ 187,516.22	\$ (5,812.25)	\$ 24.08	\$ 181,728.05
	COAL SEVERANCE-CKNG	\$ 21,000.00	\$ -	\$ -	\$ 21,000.00
	DOG & KENNEL-CKNG	\$ 22,571.46	\$ -	\$ -	\$ 22,571.46
	GEN. CO. MISC-CKNG	\$ 36,769.05	\$ -	\$ -	\$ 36,769.05
	WORTHLESS CHECK FUND-CKNG	\$ 134,746.88	\$ -	\$ -	\$ 134,746.88
	E-911 -CKNG	\$ 12,139.77	\$ (366.00)	\$ -	\$ 11,773.77
	HOME DETENTION-IBCK	\$ 27,481.20	\$ -	\$ -	\$ 27,481.20
	CURRY PARK-CKNG	\$ 2,531.89	\$ -	\$ -	\$ 2,531.89
	CURRY LIBRARY-CKNG	\$ 4,047.54	\$ (175.00)	\$ -	\$ 3,872.54
	AIRPORT CONSTRUCTION-CKNG	\$ 0.10	\$ -	\$ -	\$ 0.10
	ASSESSOR'S VALUATION-CKNG	\$ 4,186.79	\$ (375.00)	\$ -	\$ 3,811.79
	VOTER'S REGISTRATION-IBCK	\$ 5,250.71	\$ -	\$ -	\$ 5,250.71
	JURY-CKNG	\$ 15,358.85	\$ (318.85)	\$ -	\$ 15,040.00
	SPAY.& NEUTER. DEP. FUND	\$ 49,402.61	\$ (100.00)	\$ -	\$ 49,302.61
	AIRPORT IMP. PROJECT-CKNG	\$ -	\$ -	\$ -	\$ -
	ELKINS ROAD PSD	\$ -	\$ -	\$ -	\$ -
	ADRIAN PSD WATERLINE PHASE VI	\$ -	\$ -	\$ -	\$ -
	WELLNESS COMPLEX FUND	\$ 4,760.00	\$ -	\$ -	\$ 4,760.00
	INDUSTRIAL PARK SEWER-CKG	\$ 1.00	\$ -	\$ -	\$ 1.00
	DMV LICENSE FUND-CKNG	\$ 23,980.30	\$ (29,726.50)	\$ 5,746.20	\$ -
	STATE CLEARING ACCOUNT-CK	\$ 525.00	\$ (570.00)	\$ 45.00	\$ -
	STATE POLICE FUND-CKNG	\$ 337.75	\$ (400.00)	\$ 67.25	\$ 5.00
	GENERAL TAX ACCOUNT-CKNG	\$ 946.87	\$ (1,755,510.37)	\$ 1,754,563.50	\$ -
	TAX LEIN FUND-CKNG	\$ 139,417.14	\$ (321.00)	\$ -	\$ 139,096.14
	DELQ & NON-ENTERED LAND	\$ 72,791.53	\$ -	\$ -	\$ 72,791.53
	BOARD OF HEALTH-CKNG	\$ 27,050.94	\$ (7,050.94)	\$ -	\$ 20,000.00
	WVDSRF-CKNG	\$ 534.50	\$ -	\$ 80.00	\$ 614.50
	<b>BANK TOTAL</b>	<b>\$ 4,389,617.06</b>	<b>\$ (3,813,512.00)</b>	<b>\$ 2,626,694.96</b>	<b>\$ 3,202,800.02</b>
<b>PROGRESSIVE BANK</b>					
	UP.CO.FIN.STBL.FUND-SV	\$ 700,130.24	\$ -	\$ -	\$ 700,130.24
	EE HEALTH CARE REIMB FUND	\$ 48,721.81	\$ -	\$ -	\$ 48,721.81
	UP.CO.FIN.STBL.FUND-CKNG	\$ -	\$ -	\$ -	\$ -
	CHILD EXCHG & VISIT CTR	\$ 25,237.65	\$ -	\$ -	\$ 25,237.65
	<b>BANK TOTAL</b>	<b>\$ 774,089.70</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 774,089.70</b>
<b>SUMMARY:</b>					
	TOTAL ALL BANKS	\$ 5,163,706.76	\$ (3,813,512.00)	\$ 2,626,694.96	\$ 3,976,889.72
	PETTY CASH / CASH DRAWERS				\$ 1,750.00
	CASH SPECIAL INVESTIGATION FUND				\$ -
	<b>GRAND TOTAL</b>				<b>\$ 3,978,639.72</b>

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# U P S H U R

County, West Virginia

# UPSHUR COUNTY COMMISSION

## MONTHLY MILEAGE LOG

**DEPARTMENT:** Upshur 911

MONTH / YEAR: July 2019

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
Doyle Cutright II	2010 Ford Expedition	1FMJU1G50AEB66213	121611	121711.1	100.1	10.5
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
			GRAND TOTALS		100.1	10.5

U P S H U R

Continued on West Virginia page 12

# UPSHUR COUNTY COMMISSION

## MONTHLY MILEAGE LOG

DEPARTMENT: Maintenance

MONTH / YEAR: July 2019

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
GREG HARRIS	2019 Ford F-250	1FDBFZB69KEC81	2294	2414	120	0
Mike Campbell		902				0
Mike Hale						0
Loetta Krone						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
GRAND TOTALS					130	0

# UPSHUR

County, West Virginia

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## UPSHUR COUNTY COMMISSION

### MONTHLY MILEAGE LOG

DEPARTMENT: Maintenance

MONTH / YEAR: \_\_\_\_\_

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
BEEG HARRIS	2008 Toyota Tundra	5TBBV541B8551	78,003	78,703	700	17.5
Mike Campbell		4917			0	17.8
Mike Haler					0	16.6
Loretta Koone					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
GRAND TOTALS					700	51.9

(19)

# UPSHUR

County, West Virginia

## UPSHUR COUNTY COMMISSION

### MONTHLY MILEAGE LOG

DEPARTMENT: Maintenance

MONTH / YEAR: \_\_\_\_\_

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
Greg Harris	2010 Ford F-150	1FTFW1EV1AF07	107,658	108,016	358	0 27.5
Mike Campbell		9153				0 4.7 diesel
Mike Haler						0 10.0
Loretta Korne						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
GRAND TOTALS					358	0 37.5 0

for John Deere  
Tractor

1954

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# U P S H U R

*County, West Virginia*

# UPSHUR COUNTY COMMISSION

## MONTHLY MILEAGE LOG

DEPARTMENT: OEM

MONTH / Year July 2019

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
B Shreves	2019 Chevy 2500	2GC2KREG1121064	2308	2502	194	
			GRAND TOTALS		194	

July  
1-19

# UPSHUR COUNTY SHERIFF - MILEAGE AND FUEL

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Officer	Cruiser	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
DAVE COFFMAN - 900	2014 FORD EXPLORER	1FM5K8AR9EGA71008	N/A	N/A	N/A	N/A
MIKE KELLEY - 902	2010 FORD Explorer	1FM5K8AR8GGB44629	62433	63930	1497	76.6
MARK DAVIS - 903	2016 Ford Explorer	1FM5K8AR0GGB43426	61348	62632	1284	56.2
MARSHALL POWERS - 904	2016 Ford Explorer	1FM5K8AR4GGB44630	70340	72450	2110	148
CJ DAY - 905	2013 FORD TAURUS	1FAHP2M86DG157805	N/A	N/A	N/A	N/A
THERON CAYNOR - 906	2017 FORD EXPLORER (NEW)	1FM5K8AR4HGC90351	43705	45454	1749	106.2
DEWAINE LINGER - 907	2019 Ford Explorer	1FM5K8AR5KGA29379	8412	10167	1755	111
RODNEY ROLENSON - 908	2017 FORD F-150 (NEW)	1FTEW1EFOHFA12892	25911	26366	1593	63
ROCKY HEBB - 909	2017 FORD TAURUS	1FAHP2MK5HG119855	32105	33335	1230	91.5
	2012 Ford EXPEDITION	1FMJU1G50CEF29483				
TYLER GORDON - 913	2019 FORD TAURUS	1FAHP2MK4KG102939	11913	13485	1572	132.6
DAN BARCUS - 914	DODGE CHARGER	2B3AA4CT9AH269160	104950	107074	2124	154.5
BOBBY HAWKINS - 916	2010 FORD CROWN VICTORIA	2FABP7BV2AX1010650	140876	142536	1660	95
DANNY GOULD - 918	Ford Crown Victoria2010	2FABP7BV4AX100651	105932	107340	1408	98
CRYSTAL LINGER - 917	2010 Ford Expedition	1FMJU1G52AEB66214	127697	128020	323	38.4
DUSTIN HOLLEN - 930	2009 FORD F-150	1FTRX14W39FA27159	177488	178611	1123	105.7
RODNEY ROLENSON (dc)	2005 CHEVROLET EQUINOX	2CNDL73F556160712	84784	85922	1138	69

GRAND TOTAL

20,566 1,345.70

## Additional Vehicles

2005 Yamaha ATV	5Y4MO4Y55AO13912
2005 Yamaha Grizzly 500- 4W	JY4AM03Y75C013912
2005 HMS Transport Trailer	5HABH20265N049282
2010 Ford Expedition	1FMJU1G50AEB66213
2001 Ford Explorer	1FMZV72ZE41ZA57159
2006 Fleetwood Mallard	1EF1B3020364011090
2006 Speed Trailer	5F15S091761003152
S.W.A.T. 1991 International	1HT5LNEMOMH337402
2008 Ford Crown Victoria	2FAFP71V88X123105

Gave to 911  
Sold July 2019

Sold Dec. 2017





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# UPSHUR

## UPSHUR COUNTY COMMISSION

### MONTHLY MILEAGE LOG

DEPARTMENT:

Comm Corrections

MONTH / YEAR:

July 2019

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
	Focus		128422	128458	36	0 8.5
			128458	128477	19	0
			128477	128555	78	0
			128555	128615	60	0
			128615	128692	77	0
			128692	128751	59	0
			128751	128817	66	0
			128817	128890	73	0
			128890	128919	29	0
			128919	128967	48	0
			128967	129038	71	0
			129038	129107	69	0
			129107	129165	58	0 9.8
			129165	129218	53	0
			129218	129277	59	0
						0
						0
						0
			GRAND TOTALS		855	0 18.3 0

SHULH

# MONTHLY MILEAGE LOG

MONTHLY M  
Comm Corrections

MONTH / YEAR:

June - July 2019

[illegible]

County, West Virginia

## DEPARTMENT:

MONTH / YEAR: July 2019

FROM: LEWIS COUNTY DAY REPORT TO: UPSHUR DRC 08/02/2019 03:32:57 AM

# UPSHUR COUNTY COMMISSION

## MONTHLY MILEAGE LOG

Month/Year: July 2019

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**THE ELKINS ROAD PUBLIC SERVICE  
DISTRICT WILL HOLD ITS REGULAR  
MONTHLY MEETING ON TUESDAY,  
SEPTEMBER 3, 2019 @ 5:30 P.M.**

**ANYONE WISHING TO ADDRESS THE BOARD SHOULD REQUEST TO BE PUT ON THE AGENDA BY FRIDAY, AUGUST 30, 2019  
FOR ADDITIONAL INFORMATION, PLEASE CALL 304-472-3008 MONDAY THRU FRIDAY 9-1.**

**Our Health Department is for EVERYONE!**

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**Board of Health Meeting Agenda  
Thursday, September 05, 2019  
6:00pm**

- A. Call to Order
  - A.1 Moment of Silence
  - A.2 Pledge to the Flag of the United States of America
- B. Recognized Guests
- C. Consent Agenda
  - C.1 Approval of July 11, 2019 Minutes
- D. Financial Report – Melinda Law
- E. Departmental Reports
  - E.1 Environmental - Chris Garrett, RS
  - E.2 Nurse Director – Sue McKisic, RN
  - E.3 Medical Director – Dr. Joseph Reed
  - E.4 Threat Preparedness Report – Patty Thrasher
  - E.5 Administrator's Report – Sue McKisic, RN
- F. Harm Reduction Program – Sue McKisic, RN
- G. Correspondence & Information
  - G.1 5<sup>th</sup> Quarter FY 2019 Supplemental Funding received
- H. Strategic Issues for Discussion and / or vote
  - H.1 Front of Office Workstation (Office Assistants work area)
  - H.2 Consider hiring of a Sanitarian 1 day per week to assist with increased workload
- I. Board Member Comments and Announcements
  - I.1 Larry Carpenter
  - I.2 Teresa Kee
  - I.3 Amy Queen
  - I.4 Kessa Thorpe
- J. Board Chairman Comments and Announcements
- K. Executive Session
- L. Adjournment

POSTED: 08/20/2019

**James W. Curry Library/Park  
Advisory Board Meeting  
AGENDA**

30

August 28, 2019 at 10:00 am

At James W. Curry Public Library

Call to Order

Roll Call

Public Comment Period

Approval of July 24, 2019 minutes

Staff Report

Park

Library

Timber

Review/Report

Old Business:

Consideration of Bike Trails on Curry Property

New Business:

**James W. Curry Library/Park  
Advisory Board Meeting  
AGENDA**

31

Fundraising Committee at 11:30 am

- Glow Stick Party – September 20th
- Brooks Hill Fair proceeds
- Next Community Quilt
- Grant Opportunities

**Upshur County Fire Board Special Meeting**  
**July 9, 2019**

Members Present: Joe Gower, Larry Alkire, Kristie Tenney, Linn Baxa, and Clifton Shaw

Members Absent: Tom O'Neill and Rick Harlow

Others Present: Arthur Wilson, Julie Sheldon, and Lazarus Sheldon-Guests, and Toni Newman-Fire Fee Clerk

The Fire Board meeting was called to order by Fire Fee Clerk Toni Newman at 6:30 pm. All motions passed unanimously unless otherwise stated.

The meeting minutes from May 21, 2019, were reviewed. On motion by Linn Baxa, and second by Kristie Tenney, the Board approved the minutes.

The Fire Fee Clerk reported the 2018 Fire Fees remain at 92 percent collected as of the end of the fiscal year. Total collections were \$242,980.00 for 2018 and \$18,660.00 for previous years. The 2019 Fire Fee Statements will be mailed on Monday, July 15, 2019.

The checking account balance as of 06/28/2019 was \$75,025.29. The disbursement from the Chief Tax Deputy for the month of June had not been determined by meeting time and will be reported next month.

The following invoices were reviewed and approved upon motion by Larry Alkire and second by Joe Gower:

- Software Systems---Invoice # 32758---Maintenance Charge May---\$216.00
- Upshur County Commission---Reimbursement---Payroll---April-June 2019---\$6,910.14
- Upshur County Commission---Reimbursement---Postage---April-June 2019---\$6.50

On motion by Linn Baxa and second by Joe Gower, the Board approved advising WV CoRP to drop the inland marine coverage in addition to the automobile and send an overnighted check on July 10, 2019, for the balance of \$1,470.00. The Board will invite WV Corp and other insurance providers to a future meeting to assist in determining coverage for the 2020-2021 year.

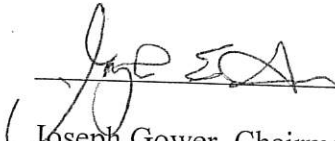
The Board, on motion by Clifton Shaw and second by Larry Alkire, elected the 2019-2020 Chairman, Joseph Gower, and 2019-2020 Treasurer, Linn Baxa, Meeting day and time will remain the same.


There were 2 *Requests for Relief of Erroneous Assessment* that had previously been tabled for further research. One was approved and the other remains tabled at this time. There were no corrective tickets this month.

Under other matter to consider: the Board, on motion by Clifton Shaw and second by Linn Baxa, approved a third 2018 Disbursement of \$3,000.00 for each department to be awarded at the August meeting. The Board also directed the the Fire Fee Clerk to contact the Volunteer Fire

Departments to request the annual Financial Reports for the 2019 Fiscal Year for the 2019 Disbursements.

There being no further business the meeting adjourned at 7:15p.m. The next meeting of the Board will be August 20, 2019.

  
\_\_\_\_\_  
Joseph Gower, Chairman, Upshur County Fire Board

  
\_\_\_\_\_  
Board Member

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**Upshur County Fire Board Meeting**  
**July 16, 2019**

Cancelled due to Special meeting on the 9<sup>th</sup>

The next meeting of the Board will be August 20, 2019.



Joseph Gower, Chairman, Upshur County Fire Board



Board Member

**Upshur County Family Resource Network  
General Membership Meeting  
June 10, 2019  
Meeting Minutes**

**Board Members present:** Tonya Kittle, Kristie Tenney, Susan Duranti, Matt Kerner, Addie Helmick, and Jodi McQuillan.

**Board Members not present:** Tina Helmick, Jodie Akers, Dr. Joseph Reed, Phyllis Sembello, Alicia Rapking, Angel Harvey, and Debora Brockleman (but was at Board meeting).

**Staff:** Lori Ulderich Harvey (arriving later due to a home repair needing her presence), and Ginny Dixon.

- **Community Members present:** Beth Rogers, Angie Hinchman, Marjorie Burdick, Sarah Campbell, Larissa Delucca, Megan Shafer, Jen Morgan, Elizabeth Corder, Jessica McConnell, Lori Hagi, Emma Rexroad, Amanda Hayes, Anne Chopyak, Katie Tallman, and Sarah Sienkiewicz.

**Opening/Invocation:** Susan Duranti, Board vice-chair, opened the meeting. Addie Helmick provided our invocation.

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

**FRN Director's Report:** In Lori's temporary absence, Ginny provided a brief summary of some recent events: the foster care open house (Fostering Hope) at the Public Safety Complex on May 7, 2019; our last family social May 28, 2019 at City Park; and listed various committees or coalitions in which one or both staff participate.

**Guest Speaker:** First to speak today was **Sarah Campbell**, director of the Upshur County Senior Opportunity Center, who enlightened us on the Healthy Grandfamilies Initiative. Lori has been helping Sarah with this initiative, intended for grandparents and great-grandparents, and covering such areas as technology, nutrition, navigating the school system, etc. There will be a series of 9 sessions. In Upshur County alone, there are projected to be 405 families presently raising grandchildren. Sarah is getting people on board to "get trained" and told us that food is provided. Date of the next interest meeting is to be determined. Sarah offered to get handouts to the FRN for distribution.

Our next speaker was **Jennifer Morgan**, outreach with Goodwill of North Central WV, who enlightened us on Goodwill's Voucher Assistance Program, which is available to 501-c.3 (not for profit) agencies already helping people. Each voucher is worth \$25 per person with a limit of \$100 per family, and is a one-time deal. Agencies may request a form online, which is filled out on behalf of an individual, followed by a 1 to 2 week turnaround. Jennifer informed us that 74 agencies were provided with vouchers last year. Vouchers are not good for new items. **Jessica McConnell**, regional director for Goodwill of NCWV, added to Jennifer's information. Jessica oversees all 6 stores in their territory, which employed 148 people in WV last year. They are an inclusive and diverse employer, employing people who often face barriers to employment (e.g., single mothers, people previously incarcerated, people in recovery, those with intellectual and physical disabilities). Both part-time and full-time positions are available. Educational assistance is also offered. Items that don't move at their stores are often sold by the pound (clothing, glass items). Coupons for 15% off an entire purchase at Goodwill were distributed to

those present today.

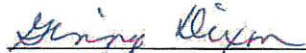
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### Information Sharing:

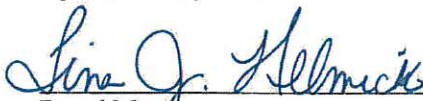

- **Lori Harvey** added to the director's report the following: Volunteers are needed to help with refreshments at the foster care/adoption support group kick-off on July 2<sup>nd</sup> (6-8 pm at Upshur Recreation Park pool); flyers were distributed for this event. Lori is going to try to get some funding for above through the Pallottine Foundation grant. National Night Out will be held Tuesday, August 6<sup>th</sup> from 6-10 pm, also at the park pool. This event enables the public to interact with emergency personnel in a non-emergency setting. Last year's donations enabled us to provide an iPad as a door prize. Gary Keen has released the results of the last CQI, with some good comments; our FRN received a 94% favorable rating overall. Lori also noted that with each foster care open house we hold, more homes are opened to children. Finally, our FRN Board is losing Alicia Rapking, as she has been assigned to a church in Parkersburg, WV, but we will be gaining Kristi Wilkerson (presently director of Christian Education at First UMC).
- **Larissa Delucca**, home visitor with Lewis-Upshur Parents as Teachers, shared that they serve children from age 0 to 5 years. Currently they are accepting referrals from Upshur County. There are no income requirements. In conjunction with WVU Extension, they are tentatively planning a pop-up farmers market toward the end of July.
- **Tonya Kittle**, Appalachian Community Health Center, told us that as of July 1<sup>st</sup> her new title will be Support Specialist, and she will still have a small caseload.
- **Beth Rogers**, assistant library director, UCPL, shared that their parking lot is being dug up but that they are still open. July 1<sup>st</sup> kicks off their Summer Reading Program, open this year to all age levels.
- **Lori Hagi** spoke about Mountain CAP's 3 year community needs assessment. Paper copies were provided today. The second survey monkey link is for agencies.
- **Matt Kerner** is going to send information (a job description for program manager and research coordinator/research assistant) to Ginny to distribute

Our next meeting will be July 8, 2019 at 12:00 noon. (Update: July general meeting cancelled on July 2<sup>nd</sup> and notice sent to email list. Next meeting will be August 12, 2019 at 12:00 noon).

Respectfully submitted,



Ginny Dixon, Administrative Assistant  
Upshur County FRN

  
Board Member  
Board Member