

Upshur County Commission Meeting Agenda



Location of Meeting: Upshur County Courthouse Annex
Date of Meeting: January 10, 2019

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• January 3, 2019

Items for Discussion / Action / Approval:

1. Approval of "Request for Proposals" for the Community Oriented Policing Services (COPS) camera surveillance project. All sealed bids must be received no later than 4:00 p.m. Tuesday, March 5, 2019. Sealed bids will be opened, reviewed and read aloud by the Upshur County Commission at 11:00 a.m. on March 7, 2019.* Page 5-6
2. Approval of "Request for Proposals" for the dome cleaning and pigeon spike installation project. All sealed bids must be received no later than 4:00 p.m. Tuesday, February 12, 2019. Sealed bids will be opened, reviewed and read aloud by the Upshur County Commission at 9:15 a.m. on February 14, 2019.* Page 7
3. Correspondence from Amberle Jenkins, City of Buckhannon Assistant Recorder/ Office Manager/ Director of Finance and Administration, on behalf of the City of Buckhannon Planning Commission, requesting permission to place a survey box in the Courthouse Annex foyer during the month of January. This survey will allow the community to help plan the direction of the City and the 2025 plan.* Page 8-12
4. Correspondence from Rodney Rolenson, President of the Deputy Sheriff's Association for Upshur County, requesting the appointment of Richard Kitzmiller to the Upshur County Civil Service Board Law Enforcement. Upon approval, Mr. Kitzmiller's term will commence immediately and expire on December 31, 2022.* Page 13
5. Correspondence from Cheyenne Troxell, 26th Judicial Circuit Community Corrections Day Report Center Program Director, requesting to extend Taylor Rolenson's paid part-time internship through the spring semester. Upon approval, Ms. Rolenson would be compensated from the Day Report Center's "cash match" once her initial 12 week period has expired. As previously approved during the regularly scheduled Commission Meeting held on September 27, 2018, Ms. Rolenson will work up to 16 hours per week at a rate of \$8.75 per hour.* Page 14
Item may lead to Executive Session per WV Code §6-9A-4
6. Correspondence from David H. Coffman, Upshur County Sheriff, requesting the employment of Danny R. Gould as part-time Circuit Court Bailiff at the pay wage rate of \$11.50 per hour, effective January 20, 2019. Upon approval, Mr. Gould will work no more than 19 ½ hours per week.* Page 15
Item may lead to Executive Session per WV Code §6-9A-4
7. 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

For Your Information:

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

1. Correspondence from Ora L. Ash, Deputy State Auditor for Local Government Services, announcing the upcoming Regional Budget Preparation Workshops. Page 16-17
2. Upshur County Sheriff's Financial Statement for period ending: November 2018 Page 18-19
3. Upshur County Building Permits for the month of December 2018 Page 20
4. Project Update for the Upshur County Youth Camp Archery Range Project – Prepared by Environmental Standards, dated January 3, 2019 Page 21
5. WV Spotlight 2017 National Human Trafficking Hotline Statistics Page 22-23
6. Upshur County Mileage Reports – November 2018 Page 24-34
 - Upshur 911
 - Maintenance
 - Emergency Management
 - Sheriff
 - Addressing and Mapping
 - Community Corrections
 - Dog Pound
7. Public Notices:
 - a. Newsletters and/or Event Notifications:
 - Curry Courier – 11/28/2018 through 12/25/2018 Page 35-41
 - James W. Curry Public Library Calendar of Events – January 2019 Page 42
 - #WearBlueDay – January 11th to raise awareness of human trafficking Page 43
 - Hearing the Call for Self-Care: Supporting first responders and other care-givers – February 4th from 11 a.m. to 1:30 p.m. Page 44
 - b. Agendas and/or Notice of Meetings:

• City of Buckhannon Stockert Youth & Community Center	January 7, 2019	<u>Page 45</u>
• Elkins Road PSD	January 8, 2019	<u>Page 46</u>
• Upshur County Senior Center	January 9, 2019	<u>Page 47</u>
• Upshur County Safe Structures and Sites Enforcement Board	January 10, 2019	<u>Page 48</u>
• Buckhannon-Upshur Airport Authority	January 10, 2019	<u>Page 49</u>
• Lewis-Upshur Community Corrections Board	January 14, 2019	<u>Page 50</u>
• Buckhannon-Upshur Parks and Recreation Advisory Board	January 14, 2019	<u>Page 51</u>
• Upshur County Solid Waste Authority	January 14, 2019	<u>Page 52</u>

c. Meeting Minutes:

- Upshur County Public Library Board of Trustees
- Buckhannon River Watershed Association

November 13, 2018 Page 53

December 6, 2018

Page 54-56

d. Meetings:

- 01/08/19 5:30 p.m. Elkins Road PSD
- 01/08/19 4:00 p.m. Hodgesville PSD
- 01/03/19 7:00 p.m. Banks District VFD
- 01/03/19 7:00 p.m. Selbyville VFD
- 01/14/19 12:00 p.m. Upshur County Family Resource Network
- 01/14/19 4:30 p.m. Upshur County Solid Waste Authority
- 01/14/19 5:30 p.m. Buckhannon-Upshur Recreational Park Advisory Board
- 01/14/19 6:00 p.m. Lewis-Upshur Community Corrections Board-Upshur County
- 01/08/19 7:30 p.m. Adrian VFD
- 01/10/19 6:00 p.m. Buckhannon-Upshur Board of Health
- 01/16/19 7:00 a.m. Upshur County Development Authority – Full Board
- 01/09/19 12:00 p.m. Upshur County Senior Center Board
- 01/10/19 3:00 p.m. Upshur County Conventions & Visitors Bureau
- 01/16/19 6:00 p.m. Upshur County Citizens Corp – CERT
- 01/09/19 7:30 p.m. Warren District VFD
- 01/10/19 10:00 a.m. Adrian PSD
- 01/09/19 3:00 p.m. Tennerton PSD
- 01/10/19 4:00 p.m. Upshur County Safe Sites & Structures Enforcement Board
- 01/10/19 7:30 p.m. Buckhannon VFD
- 01/10/19 4:00 p.m. Buckhannon Upshur Airport Authority
- 01/17/19 6:30 p.m. Upshur County Youth Camp Board – WVU Extension Office
- 01/20/19 6:00 p.m. Washington District VFD
- 01/21/19 12:00 p.m. Buckhannon-Upshur Chamber of Commerce
- 01/16/19 4:00 p.m. Upshur County Public Library Board
- TBD 10:00 a.m. Wes-Mon-Ty Resource Conservation & Development Council
- 01/15/19 6:30 p.m. Upshur County Fire Board, Inc.
- 01/29/19 12:00 p.m. UC Enhanced Emergency Telephone Advisory Board
- 01/09/19 7:00 p.m. Ellamore VFD
- 01/16/19 12:00 p.m. Lewis Upshur LEPC --- Lewis location
- 01/17/19 2:00 p.m. Upshur County Farmland Protection Board
- 03/27/19 10:00 a.m. James W. Curry Advisory Board
- 01/29/19 6:00 p.m. Upshur County Fire Fighters Association
- 02/07/19 6:00 p.m. Buckhannon River Watershed Association - WVWC
- 01/28/19 12:00 p.m. Region VII Planning & Development Council
- 02/25/19 10:00 a.m. Mountain CAP of WV, Inc. a CDC
- 03/15/19 11:00 a.m. Region VI Local Elected Officials – Lewis County

8. Appointments Needed or Upcoming:

- Upshur County Enhanced Emergency Telephone Advisory Board (unexpired term - June 30, 2020) -- Community Member

- Buckhannon-Upshur Parks and Recreation Advisory Board (unexpired term – June 30, 2019) – City Appointee



Tabled Items

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

Next Regular Meeting of the Upshur County Commission

January 17, 2019 --- 9:00 a.m.

Upshur County Courthouse Annex

Request for Proposal**COPS Camera Surveillance Project**

Publish: January 16, 2019 and January 23, 2019

Notice is hereby given that the Upshur County Commission is requesting sealed bid proposals from qualified and experienced contractors to provide services, hardware and software necessary for the installation and viewing of camera systems in various Upshur and Lewis County Board of Education owned properties. Specific sites with addresses can be found in the Scope of Work. This project is being funded by a Community Oriented Policing Services Grant awarded to the Upshur County Commission.

The scope of work for the project is available via email to both Glenna Clutter, Upshur County Technology Director, at gclutter@k12.wv.us and Jeff Tidd, Lewis County Technology Director, at jtidd@k12.wv.us or may be obtained online at: http://www.upshurcounty.org/government/commission_office/bid.php

MANDATORY PRE-BID SITE VISIT: Each interested party, including at least one installation technician, shall attend mandatory pre-bid site visits on the dates listed below. Only those individuals/contractors whom attend all of the sites for an initial inspection of the area will be permitted to submit a bid. Dates are subject to change due to unforeseen conditions. Please see <http://wvde.state.wv.us/closings/> for notices of school closures.

Dates	County	Location	Address	Time
1/28/19 – 1/29/19	Upshur	Board Office	102 Smithfield St. Buckhannon, WV 26201	8:00 AM (EST)
1/30/19 – 1/31/19	Lewis	Board Office	239 Court Ave. Weston, WV 26452	8:00 AM (EST)

The complete proposal must be submitted in a sealed package marked “COPS Camera Surveillance Project” and received at the Upshur County Administrative Annex by 4:00

6

p.m. on Tuesday, March 5, 2019. In order to be considered, prospective firms must submit one (1) original proposal and five (5) additional copies in the required format to: Upshur County Commission, c/o Tabatha Perry, 91 W Main St, Suite 101, Buckhannon, WV 26201. Proposals received by this deadline will be opened, reviewed, and read aloud by the Upshur County Commission at 11:00 a.m. on Thursday, March 7, 2019.

Each bidder must deposit, with the bid, security in the amount, form and subject to the conditions provided in the Information for Bidders.

Pursuant to the West Virginia Contractor Licensing Act, all contractors must include their License number within the proposal package.

Successful bidder will be required to furnish all documentation listed before work may commence.

This project is subject to all non-discrimination requirements under federal and state law. The Commission encourages minority and disadvantaged business owners to submit bids for this project and shall award contracts without regard to actual or perceived race, religion, color, creed, national origin, sex, age, or handicapped status. The Commission reserves the right to reject any or all proposals, waive technicalities, and make award(s) as deemed to be in the best interest of the Upshur County Commission and Upshur and Lewis County Boards of Education.

This project was supported, in whole or in part, by grant number 2018-SVWX-0089 awarded by the U.S. Department of Justice, Office of Community Oriented Policing Services. The opinions contained herein are those of the author(s) or contributor(s) and do not necessarily represent the official position or policies of the U.S. Department of Justice. References to specific individuals, agencies, companies, products, or services should not be considered an endorsement by the author(s), contributor(s), or the U.S. Department of Justice. Rather, the references are illustrations to supplement discussion of the issues. The Internet references cited in this publication were valid as of the date of publication. Given that URLs and websites are in constant flux, neither the author(s) nor the COPS Office can vouch for their current validity.

Request for Proposals
Upshur County Courthouse
Dome Cleaning and Pigeon Spike Installation Project



The Office of the Upshur County Commission is requesting sealed bid proposals for the above referenced project to prevent further damage to the Courthouse, dome and cupula.

Contractors must provide an itemized quote for cleaning the Courthouse dome, purchase of spikes and installation materials, labor and any applicable rental charges on the bid pricing sheet provided. The Upshur County Commission will provide access to water. Quotes shall include all applicable charges and warranties. The Upshur County Commission is a tax exempt entity and is not subject to municipal permitting fees. Three references, including name, contact number, email address and a brief description of the project are required with the bid submission. Commencement of services must be available within three (3) weeks of contract award.

Questions regarding the project shall be directed to Greg Harris, Facilities Director @ gharris@upshurcounty.org. A bid packet, including the scope of work and bid pricing sheet may be obtained online at http://www.upshurcounty.org/government/commission_office/bid.php.

Contractor shall furnish the following documentation along with their bid submission:

- Business License
- Contractor's License
- Certificate of Liability Insurance naming the Upshur County Commission as an additional insured with \$1,000,000 minimum general liability coverage
- Certificate of Coverage of Workers' Compensation or Approved Waiver
- Bid bond in the amount of ten percent (10%) of the proposal. The bond shall be issued by an insurance company licensed to do business in West Virginia or in the form of a cashier's check.
- Affidavit of Non-Collusion
- Three References – preference will be given to Contractor's with prior dome cleaning/pigeon spike installation experience
- Any Additional Documentation as Required by the Owner

Any and all sealed bids must be received no later than 4 p.m. on
February 12, 2019 at the following address:

Office of the Upshur County Commission
Sealed Bid – Dome Cleaning and Pigeon Spike Installation Project
91 W Main Street, Suite 101
Buckhannon, WV 26201

Sealed bids received by the above deadline will be opened, reviewed, and read aloud by the Upshur County Commission at 9:15 a.m. on Thursday, February 14th, 2019.

The Upshur County Commission reserves the right to award the bid for the project based upon certain criteria, including but not limited to, submitted bid price, references, experience and/or any other factor determined to be in the best interest to the completion of the contract. The Upshur County Commission reserves the right to reject any and all bids, in whole or in part, and waive any informality during the bidding process.

From: "Amberle Jenkins" <amby.jenkins@buckhannonwv.org>
To: "C L Wallace" <clwallace@upshurcounty.org>
Cc: "Callie Cronin-Sams" <callie.csams@buckhannonwv.org>
Subject: 2025 Plan survey box
Date: 1/8/2019 9:36:06 AM

Carrie:

The City of Buckhannon Planning Commission is conducting a survey from the public to assist with the 2025 Plan.

The Planning Commission is asking permission to place one of the survey boxes at the Courthouse until the end of January.

See attached survey and poster.

Even though the public meeting is Jan 14th, they will take surveys for a little longer.

amby

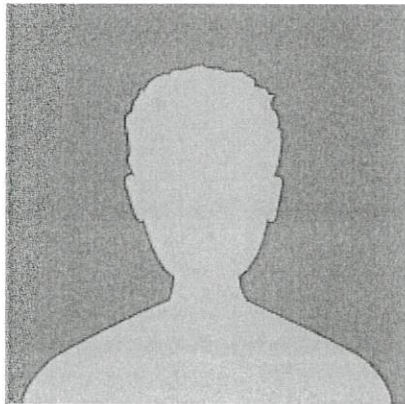
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Amberle Jenkins

Assistant Recorder, Office Manager, Director of Finance and Administration

City of Buckhannon

304-472-1651 ext 1016



TAKE ONE

SURVEY

WE WANT TO KNOW:

what does
your
buckhannon
look like in
2025?

Take the survey to help plan the direction of the city.

SURVEY

2025 PLAN

COMMUNITY TOWN HALL

7 PM, JAN. 14, 2019

PUBLIC SAFETY COMPLEX

buckhannonwv.org



City Planning Community Survey Nov 2018

City Planning Commission Community Survey

The City of Buckhannon's Planning Commission is updating the City's long-term plan. We would like community input into future priorities. Please complete this survey honestly. Your responses will be kept confidential, and all information will be aggregated before sharing. If you have questions regarding this survey, please contact Planning Commission member, Susan Aloï, at aloi_s@wwvc.edu. Thank you for your participation!

1. What are your reasons for choosing to live or work in the Buckhannon community? (Select all that apply)

- ☐ Job
- ☐ Low cost of living
- ☐ Small town atmosphere
- ☐ Attending college at WV Wesleyan
- ☐ School system
- ☐ Family and friends
- ☐ Access to necessities
- ☐ Sense of community
- ☐ Quality of government
- ☐ Other (please specify)

2. Do you feel safe in the Buckhannon community?

- ☐ Yes
- ☐ Somewhat
- ☐ No

Comments:



6. How important are the following factors to the FUTURE of the Buckhannon community?

	Very Important	Important	Somewhat Important	Not Important	No Opinion
Infrastructure	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Commercial Growth	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Residential Growth	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Public Services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Land Use	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Historic Preservation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Retail Offerings	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Arts and Culture	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Tourism	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Natural Resources	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sense of community	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Addressing the drug abuse problem	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Maintaining the small community atmosphere	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments:

9. How many adults are in your household?

- ☐ 1-2
☐ 3-5
☐ 6+

10. How many children are in your household?

- ☐ None
☐ 1-2
☐ 3-5
☐ 6+

11. Are you native to the Buckhannon area?

- ☐ Yes
☐ No

12. What is your employment status? Select all that apply

- | | |
|---|---|
| <input type="checkbox"/> Unemployed | <input type="checkbox"/> Going to school |
| <input type="checkbox"/> Stay at home parent | <input type="checkbox"/> Retired |
| <input type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| <input type="checkbox"/> Ill or disabled | <input type="checkbox"/> Prefer not to answer |
| <input type="checkbox"/> Other (please specify) | |

13. What is your gender?

- ☐ Male
☐ Female
☐ Prefer not to answer

14. Do you own a business in the Buckhannon area?

- ☐ Yes
☐ No

Upshur County Sheriff's Department

DAVID H. COFFMAN, SHERIFF

Heather Parke-Woody

Chief Deputy
Tax Division

38 W. Main Street, Room 103

Buckhannon, WV 26201

Phone: 304-472-1180 • Fax: 304-472-4547

Michael R. Kelley

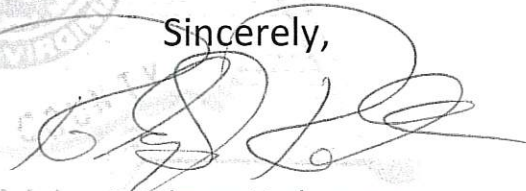
Chief Deputy

January 8, 2019

Upshur County Commission,

I have recently been notified that Lewis Anderson has requested not to remain on the Civil Service Commission Board as his term has expired. As President of the Deputy Sheriff Association for Upshur County we would like to request Richard Kitzmiller be placed on the board to fulfill this seat.

Sincerely,



Rodney Rolenson

26th Judicial Circuit Community Corrections
Day Report Center

Upshur County
43 WBUC Road
Buckhannon, West Virginia 26201
Phone: (304) 472-9548
Fax: (304) 472-8735



Lewis County
111 Court Avenue
Weston, West Virginia 26452
Phone: (304) 269-8674
or (304) 269-9162
Fax: (304) 269-8693

January 7, 2019

Dear Commissioners,

On behalf of the 26th Judicial Circuit Community Corrections Board, I am submitting this letter to request an extension of Taylor Rolenson's paid internship through the spring semester. The Community Corrections Board has voted and approved this extension and approved for her to be paid from our cash match once the Commission is done paying for her previously approved paid internship which was being paid by the commission as a hardship to our office. We are currently preparing for the biggest inspection the Day Report Center has ever had which will also affect our funding with the upcoming grant award and would like to have as much help as possible in preparing for this event. Our inspection is on February 27, 2019 from 8:00 am to 4:30 pm. I feel confident that we are providing the best service possible but I would still like to make sure that all files, etc. are the best quality possible. If you have any questions feel free to contact me.

Sincerely,

Cheyenne Troxell

Upshur County Sheriff's Office

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DAVID H. COFFMAN, SHERIFF

Heather D. Parke
Chief Deputy
Tax Division

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

Michael R. Kelley
Chief Deputy
Law Enforcement

January 10, 2019

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

Dear Commissioners:

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

With your approval, Mr. Gould will begin employment on January 20, 2019. His rate of pay will be \$11.50 per hour for 19.5 hours per week.

Respectfully,



David H. Coffman
Sheriff
Upshur County

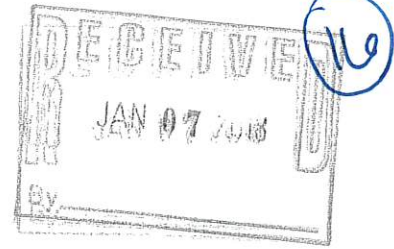


State of West Virginia

John B. McCuskey

State Auditor

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



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

January 3, 2019

To All County Officials:

Once again, we will be conducting regional training workshops for county officials and their assistants. Over the last several years, we have provided detailed training to county officials on the budgeting process. We will also discuss some other issues that we believe will be useful to you.

I would encourage all county officials to attend one of these workshops. I feel these workshops can be a valuable tool to all county officials, and we have therefore waived any registration costs. This is a great opportunity for you to meet with other county officials and some of our staff.

We have included in this mailing a registration form that can be copied and used for each person planning to attend one of these trainings. In order to properly plan these trainings, we ask that you register as soon as possible.

If you should have any questions concerning these workshops, please call us at 304-627-2415.

Sincerely,

Ora L. Ash

Deputy State Auditor

Local Government Services



State Auditor's 2019 Budget Preparation Regional Workshops

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John B. McCuskey, through his Local Government Services Division, is pleased to announce regional Budget Preparation Workshops for both county and municipal governments at convenient locations throughout West Virginia. These workshops will cover the basics of local government budget preparation in relation to preparing, approving and adopting a budget. We will also have a general discussion concerning other issues attendees should be aware of as well entertaining questions and comments.

City	Type	Workshop Date/Time	Location	Deadline
Martinsburg	County	Jan 31 9:00am-11:30am	Holiday Inn, Martinsburg 301 Foxcroft Avenue - (304) 267-5500	January 24
Wheeling	County	Feb 7 9:00am-11:30am	Hampton Inn & Suites, Triadelphia 35 Bob Wise Drive - (304) 547-4222	January 31
So Charleston	County	Feb 12 1:30pm- 4:00pm	Holiday Inn and Suites, So Charleston 400 Second Ave. - (304) 744-4641	February 5
Beckley	County	Feb 21 9:00am-11:30am	Holiday Inn & Suites, Beckley 114 Dry Hill Rd. - (304) 252-2250	February 14
Bridgeport	County	Feb 26 9:00am-11:30am	Best Western, Bridgeport 100 Lodgeville Road - (304) 842-5411	February 19

Note: At least ten participants must register for a workshop or we may be forced to cancel.

Please return the registration form no later than the **deadline** for the specific workshop. For questions concerning the content of the workshops, call (304) 627-2415 or email: lgs@wvsao.gov

2019 BUDGET PREPARATION REGIONAL WORKSHOP **Free to attend, but you must register!**
ONE NAME PER FORM **THIS FORM MUST BE SENT IN TO REGISTER**

Name: _____ County of: _____

Mailing Address: _____

Telephone: _____ Email: _____

Mail to: **Emily Parsons, Admin. Support**
Budget Prep. Regional Workshop
153 West Main Street, Suite C
Clarksburg, West Virginia 26301

____ Martinsburg, January 31	____ Beckley, February 21
____ Wheeling, February 7	____ Bridgeport, February 26
____ So Charleston, February 12	

OR FAX TO: 304-627-2417

OR EMAIL TO: lgs@wvsao.gov

**IMPORTANT: If unable to attend after registering, please
call our office at 304-627-2415 to cancel.**



Upshur County Sheriff's Financial Statement

For Period Ending: November 2018

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FUND NAME	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 001 GENERAL COUNTY FUND	\$ 1,962,096.68	\$ 291,320.58	\$ (775,432.85)	\$ 1,477,984.41
FUND - 002 COAL SEVERANCE TAX FUND	\$ 23,461.96	\$ 0.11	\$ (10,000.00)	\$ 13,462.07
FUND - 003 DOG AND KENNEL FUND	\$ 29,106.95	\$ 21,388.95	\$ (3,171.17)	\$ 47,324.73
FUND - 004 GENERAL SCHOOL FUND	\$ 49,570.25	\$ 4,780.80	\$ -	\$ 54,351.05
FUND - 005 MAGISTRATE COURT FUND	\$ 4,789.15	\$ 1,377.50	\$ (21.00)	\$ 6,145.65
FUND - 006 WORTHLESS CHECK FUND	\$ 139,884.93	\$ 551.16	\$ -	\$ 140,436.09
FUND - 007 E-911 FUND	\$ 385,321.86	\$ 35,083.35	\$ (78,994.36)	\$ 341,410.85
FUND - 008 HOME CONFINEMENT FUND	\$ 45,018.01	\$ 2,987.90	\$ -	\$ 48,005.91
FUND - 013 CURRY PARK FUND	\$ 57,016.34	\$ 1.77	\$ (839.43)	\$ 56,178.68
FUND - 015 CURRY LIBRARY FUND	\$ 48,845.55	\$ 23.80	\$ (1,716.73)	\$ 47,152.62
FUND - 018 AIRPORT CONSTRUCTION FUND	\$ 0.10	\$ -	\$ -	\$ 0.10
FUND - 019 UPSHUR COUNTY FIRE FEE FUND	\$ 14,540.41	\$ 7,280.16	\$ -	\$ 21,820.57
FUND - 021 EE HEALTH CARE REIMBURSEMENT FUND	\$ 37,615.10	\$ -	\$ (4,946.61)	\$ 32,668.49
FUND - 039 COAL REALLOCATION FUND	\$ 172,678.83	\$ 1.42	\$ -	\$ 172,680.25
FUND - 052 EMPLOYEE BENEFITS FUND	\$ 869,860.87	\$ 7.10	\$ (13,240.00)	\$ 856,627.97
FUND - 056 ASSESSOR'S VALUATION FUND	\$ 242,813.57	\$ 4,495.33	\$ (1,350.80)	\$ 245,958.10
FUND - 058 UP.CO.FIN.STBL.FUND	\$ 645,947.24	\$ -	\$ -	\$ 645,947.24
FUND - 059 CONCEALED WEAPONS FUND	\$ 22,234.06	\$ 1,145.19	\$ (2,049.50)	\$ 21,329.75
FUND - 063 VOTER'S REGISTRATION FUND	\$ 5,141.15	\$ 0.04	\$ -	\$ 5,141.19
FUND - 071 JURY FUND	\$ 15,082.68	\$ -	\$ -	\$ 15,082.68
FUND - 073 SPECIAL LAW ENFRMNT INVESTIGATION FUND	\$ 2,485.17	\$ 0.02	\$ -	\$ 2,485.19
FUND - 078 CHILD EXCHANGE & VISITATION FUND	\$ 25,830.73	\$ -	\$ -	\$ 25,830.73
FUND - 079 SPAYING & NEUTERING FUND	\$ 49,972.61	\$ 950.00	\$ (2,290.00)	\$ 48,632.61
FUND - 080 COMM. CORR. FUND	\$ 117,057.26	\$ 73,333.41	\$ (7,973.57)	\$ 182,417.10
FUND - 102 AIRPORT IMP. PROJECT FUND	\$ -	\$ -	\$ -	\$ -
FUND - 104 ELKINS ROAD PSD FUND	\$ -	\$ 9,252.00	\$ (9,252.00)	\$ -
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	\$ -	\$ 35,122.50	\$ (35,122.50)	\$ -
FUND - 312 CRIMINAL CHARGES FUND	\$ -	\$ 1,000.20	\$ (1,000.20)	\$ -
FUND - 313 COURT REPORTER FUND	\$ -	\$ 210.22	\$ (210.22)	\$ -
FUND - 314 STATE FINES FUND	\$ -	\$ 598.28	\$ (598.28)	\$ -
FUND - 315 STATE POLICE FUND	\$ 5.00	\$ 525.00	\$ (525.00)	\$ 5.00
FUND - 316 STATE CURRENT FUND	\$ -	\$ 1,925.13	\$ (1,925.13)	\$ -
FUND - 317 COURTHOUSE FACILITIES IMPROVEMENT FUND	\$ -	\$ 285.00	\$ (285.00)	\$ -
FUND - 364 TAX LIEN FUND	\$ 182,537.09	\$ 156,352.15	\$ (1,524.25)	\$ 337,364.99
FUND - 365 DELQ & NONENT LAND	\$ 73,245.45	\$ -	\$ -	\$ 73,245.45
FUND - 366 BOARD OF HEALTH FUND	\$ 355,673.07	\$ 9,442.35	\$ (32,653.47)	\$ 332,461.95
FUND - 369 WV DEPUTY SHERIFF'S RETIREMENT FUND	\$ 549.00	\$ 455.50	\$ (549.00)	\$ 455.50
FUND - 373 SCHOOL CURRENT FUND	\$ -	\$ 157,642.26	\$ (157,642.26)	\$ -
FUND - 374 SCHOOL EXCESS LEVY FUND	\$ -	\$ 79,547.95	\$ (79,547.95)	\$ -
FUND - 375 SCHOOL BOND FUND	\$ -	\$ -	\$ -	\$ -
FUND - 378 CITY CURRENT FUND	\$ -	\$ 19,488.02	\$ (19,488.02)	\$ -
FUND - 379 CITY VOTED LIBRARY FUND	\$ -	\$ 2,338.53	\$ (2,338.53)	\$ -
FINAL TOTALS	\$ 5,583,142.07	\$ 918,913.68	\$ (1,244,687.83)	\$ 5,257,367.92
BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:	\$ 5,731,078.15	\$ -	\$ -	\$ -
ORDERS/DEBITS OUTSTANDING:	\$ (1,189,436.81)			
DEPOSITS/CREDITS OUTSTANDING:	\$ 713,976.58			
NET BANK BALANCE	\$ 5,255,617.92			
PETTY CASH / CASH DRAWERS	\$ 1,750.00			
CASH SPECIAL INVESTIGATION FUND	\$ -			
ADJUSTMENT	\$ -			
TOTAL IN COUNTY DEPOSITORIES AND OFFICE:	\$ 5,257,367.92			

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

12/20/2018



Upshur County Sheriff's Financial Statement

For Period Ending: November 2018

Bank Balance Listing

19

BANK NAME	ACCOUNT NAME	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
FIRST COMMUNITY BANK					
	GENERAL COUNTY -MMA	\$ 1,375,696.23	\$ (110,801.07)	\$ 141,812.79	\$ 1,406,707.95
	COAL SEVERANCE-MMA	\$ 11,462.07	\$ -	\$ -	\$ 11,462.07
	E-911 -MMA	\$ 330,071.17	\$ -	\$ -	\$ 330,071.17
	CURRY PARK-MMA	\$ 53,646.79	\$ -	\$ -	\$ 53,646.79
	CURRY LIBRARY-MMA	\$ 43,280.08	\$ -	\$ -	\$ 43,280.08
	AIRPORT CONSTRUCTION-MMA	\$ -	\$ -	\$ -	\$ -
	ASSESSOR'S VALUATION-MMA	\$ 238,417.93	\$ -	\$ 3,728.38	\$ 242,146.31
	CONCEALED WEAPONS	\$ 23,314.25	\$ (2,049.50)	\$ 65.00	\$ 21,329.75
	GENERAL TAX ACCOUNT-MMA	\$ 357,312.38	\$ (405,501.35)	\$ 48,188.97	\$ -
	BOARD OF HEALTH-MMA	\$ 291,703.18	\$ -	\$ 758.77	\$ 292,461.95
	UPSHUR CO. FIRE FEE-IBCK	\$ 22,600.82	\$ (1,245.25)	\$ 465.00	\$ 21,820.57
	UP CO COAL REALLOCAT-IBCK	\$ 172,680.25	\$ -	\$ -	\$ 172,680.25
	EMPLOYEE BENEFITS-IBCK	\$ 856,627.97	\$ -	\$ -	\$ 856,627.97
	SP.LAW ENF.INVESTIG.-IBCK	\$ 2,485.19	\$ -	\$ -	\$ 2,485.19
	COMMUNITY CORR. FUND-IBCK	\$ 183,217.10	\$ (800.00)	\$ -	\$ 182,417.10
	PARKS/REC CLEARING ACCT	\$ -	\$ -	\$ -	\$ -
	ADDRESSING/MAPPING CLEARING	\$ 30.00	\$ (30.00)	\$ -	\$ -
	GENERAL COUNTY PAYROLL-CK	\$ 99,617.34	\$ (185,562.38)	\$ 105,945.04	\$ 20,000.00
	TAX CLEARING ACCOUNT	\$ 14,206.72	\$ (16,607.43)	\$ 2,400.71	\$ -
	BOARD OF HEALTH-PAYROLL	\$ 22,787.53	\$ (2,787.53)	\$ -	\$ 20,000.00
	GENERAL COUNTY-CKNG	\$ 72,895.42	\$ (23,393.04)	\$ 24.08	\$ 49,526.46
	COAL SEVERANCE-CKNG	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
	DOG & KENNEL-CKNG	\$ 47,324.73	\$ -	\$ -	\$ 47,324.73
	GEN. CO. MISC-CKNG	\$ 60,496.70	\$ -	\$ -	\$ 60,496.70
	WORTHLESS CHECK FUND-CKNG	\$ 140,436.09	\$ -	\$ -	\$ 140,436.09
	E-911 -CKNG	\$ 11,689.68	\$ (350.00)	\$ -	\$ 11,339.68
	HOME DETENTION-IBCK	\$ 48,005.91	\$ -	\$ -	\$ 48,005.91
	CURRY PARK-CKNG	\$ 2,531.89	\$ -	\$ -	\$ 2,531.89
	CURRY LIBRARY-CKNG	\$ 3,872.54	\$ -	\$ -	\$ 3,872.54
	AIRPORT CONSTRUCTION-CKNG	\$ 0.10	\$ -	\$ -	\$ 0.10
	ASSESSOR'S VALUATION-CKNG	\$ 3,811.79	\$ -	\$ -	\$ 3,811.79
	VOTER'S REGISTRATION-IBCK	\$ 5,141.19	\$ -	\$ -	\$ 5,141.19
	JURY-CKNG	\$ 15,987.26	\$ (904.58)	\$ -	\$ 15,082.68
	SPAY.& NEUTER. DEP. FUND	\$ 48,832.61	\$ (200.00)	\$ -	\$ 48,632.61
	AIRPORT IMP. PROJECT-CKNG	\$ -	\$ -	\$ -	\$ -
	ELKINS ROAD PSD	\$ 9,252.00	\$ (9,252.00)	\$ -	\$ -
	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	\$ 13,631.30	\$ (18,795.00)	\$ 5,163.70	\$ -
	STATE CLEARING ACCOUNT-CK	\$ 445.00	\$ (445.00)	\$ -	\$ -
	STATE POLICE FUND-CKNG	\$ 412.75	\$ (525.00)	\$ 117.25	\$ 5.00
	GENERAL TAX ACCOUNT-CKNG	\$ 1,707.83	\$ (406,922.72)	\$ 405,214.89	\$ -
	TAX LEIN FUND-CKNG	\$ 338,297.99	\$ (933.00)	\$ -	\$ 337,364.99
	DELQ & NON-ENTERED LAND	\$ 73,245.45	\$ -	\$ -	\$ 73,245.45
	BOARD OF HEALTH-CKNG	\$ 22,331.96	\$ (2,331.96)	\$ -	\$ 20,000.00
	WVDSRF-CKNG	\$ 363.50	\$ -	\$ 92.00	\$ 455.50
	BANK TOTAL	\$ 5,026,631.69	\$ (1,189,436.81)	\$ 713,976.58	\$ 4,551,171.46
PROGRESSIVE BANK					
	UP.CO.FIN.STBL.FUND-SV	\$ 645,947.24	\$ -	\$ -	\$ 645,947.24
	EE HEALTH CARE REIMB FUND	\$ 32,668.49	\$ -	\$ -	\$ 32,668.49
	UP.CO.FIN.STBL.FUND-CKNG	\$ -	\$ -	\$ -	\$ -
	CHILD EXCHG & VISIT CTR	\$ 25,830.73	\$ -	\$ -	\$ 25,830.73
	BANK TOTAL	\$ 704,446.46	\$ -	\$ -	\$ 704,446.46
SUMMARY:					
	TOTAL ALL BANKS	\$ 5,731,078.15	\$ (1,189,436.81)	\$ 713,976.58	\$ 5,255,617.92
	PETTY CASH / CASH DRAWERS				\$ 1,750.00
	CASH SPECIAL INVESTIGATION FUND				\$ -
	GRAND TOTAL				\$ 5,257,367.92

UPSHUR COUNTY BUILDING PERMITS
DECEMBER 1, 2018 - DECEMBER 15, 2018

DATE ISSUED	PERMIT NUMBER	UID NUMBER	APPLICANT NAME	APPLICANT ADDRESS	ESTIMATED PROJECT COST	PAID	CHECK, CASH OR COUNTY CLERK	DESCRIPTION OF PROJECT	CONTRACTOR OR PROPERTY OWNER
12/3/2018	7585	10283	WILLIAM CHIDESTER	1334 EDEN RD, ROCK CAVE, WV 26234	\$2,500.00	\$15.00	CASH	8' X 10' ADDITION TO PORCH AND NEW ROOF	SELF
12/4/2018	7586	7044	ROB MILLER	117 FAIRLAWN DR, BUCKHANNON, WV 26201	\$5,000.00	\$15.00	CASH	10' X 18' BUILDING; SOFFIT AND FASCIA ON HOUSE	SELF
12/10/2018	7587	5181	JAMES DAUGHERTY	428 LUCYS LN, BUCKHANNON, WV 26201	\$5,000.00	\$15.00	CASH	24' X 30' METAL BUILDING	SELF
12/11/2018	7588	NEW	CARL MARTIN	PO BOX 788, BUCKHANNON, WV 26201	\$649,000.00	\$15.00	CHECK	10,320 SQ FT PRE-ENGINEERED METAL BUILDING	TKS CONTRACTING INC., 263 HIGH POINT DR, BUCKHANNON, WV 26201
12/12/2018	7589	5255	TODD FOSTER	4458 RT 20 SOUTH RD, BUCKHANNON, WV 26201	\$125,000.00	\$15.00	CASH	36' X 80' GARAGE REMODEL FOR LAUNDROMAT	SELF
					TOTAL	TOTAL			
					\$786,500.00	\$75.00			

UPSHUR COUNTY BUILDING PERMITS
DECEMBER 16, 2018 - DECEMBER 31, 2018

DATE ISSUED	PERMIT NUMBER	UID NUMBER	APPLICANT NAME	APPLICANT ADDRESS	ESTIMATED PROJECT COST	PAID	CHECK, CASH OR COUNTY CLERK	DESCRIPTION OF PROJECT	CONTRACTOR OR PROPERTY OWNER
12/17/2018	7590	7844	ROGER AND PATRICIA BROWN	228 HAWKINS DR, BUCKHANNON, WV 26201	\$8,280.00	\$15.00	CHECK	TUB TO SHOWER CONVERSION	OHIO BATH SOLUTIONS DBA BATH FITTER, 542 INDUSTRIAL DR, LEWISBERRY, PA 17339
12/18/2018	7591	1491	MARY ANN TURNER-CUTRIGHT	PO BOX 88, BUCKHANNON, WV 26201	\$20,000.00	\$15.00	CASH	40' X 60' GARAGE	SELF
					TOTAL	TOTAL			
					\$28,280.00	\$30.00			
					GRAND TOTAL	GRAND TOTAL			
					\$814,780.00	\$105.00			

JANUARY 3, 2019

PROJECT UPDATE: UPSHUR COUNTY YOUTH CAMP ARCHERY RANGE

BROWNFIELDS GRANT

Request for Proposal, Soil Remediation Services

- Contractor bid request, revised and republished. Previous bid had only one respondent, and the costs were far above budget.
- Published December 21 and 28, 2018.
- Must be submitted to the Commission by 4:00 p.m. on Tuesday, January 15, 2019.

Upcoming tasks

- Pro-bono survey via Atlantic Coast Pipeline partnership.
- Complete remediation estimated for Spring 2019.
- Within 30 days following the remediation (solidification, capping, and LUC), Environmental Standards will issue a Remediation Completion Report (RCR) to the DEP.
- Within 30 days following RCR approval, the Final Report and request for a Certificate of Completion will be submitted to the DEP.

West Virginia Spotlight

2017 National Human Trafficking Hotline Statistics

The National Human Trafficking Hotline provides survivors of human trafficking with vital support and a variety of options to get help and stay safe. The data below do not represent the full scope of trafficking in West Virginia. Lack of awareness of human trafficking or of the National Hotline can lead to significant underreporting, particularly among labor trafficking populations or by certain racial or ethnic groups. However, this information can shed some light on trafficking in West Virginia which can help put traffickers out of business and help survivors find the services they need.

Victims
Identified

17

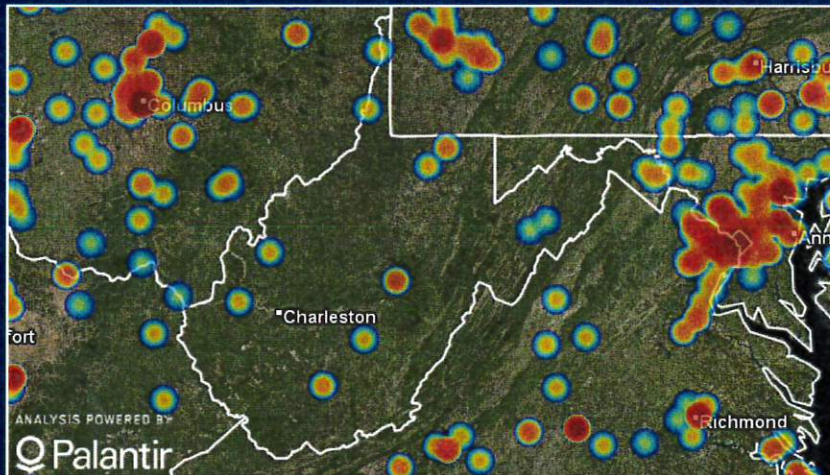
Traffickers
Identified

13

Trafficking
Businesses

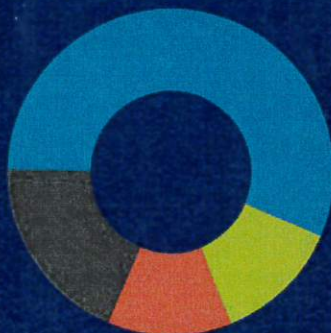
3

Locations of Trafficking¹



¹Some cases may involve multiple locations.

16 Trafficking Cases



Sex
Trafficking
9 Cases

Labor
Trafficking
2 Cases

Sex & Labor
Trafficking
2 Cases

Form Not
Specified²
3 Cases

²Cases where trafficking type is not specified are typically a results of callers self identifying as victims or service providers or law enforcement seeking referrals for trafficking victims without providing further details about the presence of forced work or forced commercial sex.

Communication to the National Hotline



Phone Calls
58



Webforms
6



Emails
3



Texts
0

Polaris
Freedom
happens
now.

NATIONAL
HUMAN
TRAFFICKING
HOTLINE

The data in this report represents signals and cases from January 1, 2017 through December 31, 2017 and is accurate as of July 11, 2018. Cases of trafficking may be ongoing or new information may be revealed to the National Hotline over time. Consequently, statistics may be subject to change as new information emerges.

**NATIONAL
HUMAN
TRAFFICKING
HOTLINE**

23

Human trafficking is modern-day slavery,
and it's happening right here in the United States.

You can help.

1-888-373-7888

CONFIDENTIAL | TOLL-FREE | 24/7

www.HumanTraffickingHotline.org

Interpreters available

CALL THE HOTLINE TO:

- ① Get help.
- ② Report a tip.
- ③ Find services.
- ④ Learn about your options.

Victims are forced to provide labor or commercial sex in many situations, including the following venues/industries:

SEX TRAFFICKING

Hotel-Based Commercial Sex
Fake Massage Businesses
Street-Based Commercial Sex
Residential Brothels
Truck Stops
Escort Services

LABOR TRAFFICKING

Domestic Work
Agriculture
Travelling Sales Crew
Health & Beauty Services
Restaurants
Construction

This publication was made possible in part through Grant Number 90ZV0102 from the Office on Trafficking in Persons, Administration for Children and Families, U.S. Department of Health and Human Services (HHS). Its contents are solely the responsibility of the authors and do not necessarily represent the official views of the Office on Trafficking in Persons, Administration for Children and Families, or HHS.

EST.  1851

U P S H U R

Jefferson County, West Virginia

UPSHUR COUNTY COMMISSION

MONTHLY MILEAGE LOG

DEPARTMENT: Upshur 911

MONTH / YEAR: November 2018

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
Doyle Cutright II	2010 Ford Expedition	1FMJU1G50AEB66213	119293	119293	0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
			GRAND TOTALS		0	0

UPSHUR

UPSHUR COUNTY COMMISSION

MONTHLY MILEAGE LOG

DEPARTMENT: Maintenance

MONTH / YEAR: Nov. 2018

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
GREG HARRIS	2008 Toyota Tundra	5TBBV541B8551	72,028	72,934	906	17.0
Mike Campbell		4917			0	17.27
Mike Haler					0	18.0
Loretta Koone					0	8.0
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
GRAND TOTALS					906	60.27 0

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
GREG HARRIS	2004 Chevy 2500HD	1GCHK24UX4E14	110,151	110,392	241	28.0
Mike Campbell		6761			0	
Mike Hales					0	
LORITA KOONE					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
GRAND TOTALS					241	28.0

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
Greg Harris	2010 Ford F-150	1FTFW1EV1AFC7	105,579	105822	243	51.0
Mike Campbell		9153			0	
Mike Haler					0	
Loretta Koonce					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
GRAND TOTALS					243	51.0



DEPARTMENT: OEM

MONTH / YEAR:Nov 2018

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
B Shreves	2019 Chevy 2500	2GC2KREG1121064	9		0	0
Bshreves			424	567	143	
			GRAND TOTALS		143	0

Nov. 2018

UPSHUR COUNTY SHERIFF - MILEAGE AND FUEL

718-0001

29

Officer	Cruiser	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
DAVE COFFMAN - 900	2014 FORD EXPLORER	1FM5K8AR9EGA71008	57012	N/A	N/A	N/A
MIKE KELLEY - 902	2010 FORD Explorer	1FM5K8AR8GGB44629	49441	50135	694	28.3
MARK DAVIS - 903	2016 Ford Explorer	1FM5K8AR0GGB43426	50618	51024	406	23.3
MARSHALL POWERS - 904	2016 Ford Explorer	1FM5K8AR4GGB44630	56580	58200	1620	93
CJ DAY - 905	2013 FORD TAURUS	1FAHP2M86DG157805	57116	57602	486	25.8
THERON CAYNOR - 906	2017 FORD EXPLORER (NEW)	1FM5K8AR4HGC90351	30501	32136	1635	75.5
DEWAINE LINGER - 907	2012 FORD EXPEDITION	1FMJU1G50CEF29483	118395	120330	1935	133.5
RODNEY ROLENSON - 908	2017 FORD F-150 (NEW)	1FTEW1EFOHFA12892	20734	21100	366	66
ROCKY HEBB - 909	2017 FORD TAURUS	1FAHP2MK5HG119855	18180	21035	2855	172
TYLER CHIDESTER - 912	2013 FORD TAURUS	1FAHP2M82DG157798	121705	124308	2603	86
TYLER GORDON - 913	2014 FORD TAURUS	1FAHP2MK7EG124454	98654	99908	1254	157
SETH CUTRIGHT - 914	2012 FORD EXPEDITION	1FMJU1G59CEF29482	103465	103895	430	145
BOBBY HAWKINS - 916	2010 FORD CROWN VICTORIA	2FABP7BV2AX1010650	130400	131703	1303	93
DEWAINE LINGER - 907	2019 Ford Explorer	1FM5K8AR5KGA29379	New - in shop	New - In shop	New - In shop	New - in shop
CRYSTAL LINGER - 917	2010 FORD CROWN VICTORIA	2FABP7BV4AX100651	102986	103127	141	11
DUSTIN HOLLEN - 930	2009 FORD F-150	1FTRX14W39FA27159	168746	169463	717	77.4
RODNEY ROLENSON (dc)	2005 CHEVROLET EQUINOX	2CNDL73F556160712	75099	76333	1234	29.2
TYLER GORDON - 913	2019 Ford Taurus	1FAHP2MK4KG102939	New	New	New	New
			GRAND TOTAL		17,679	1216

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
2010 Dodge Charger	2B3AA4CT9AH269160
S.W.A.T. 1991 International	1HT5LNEMOMH337402
2008 Ford Crown Victoria	2FAFP71V88X123105
2010 Ford Expedition	1FMJU1G52AEB66214

FOR SALE
FOR SALE

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
Tenn'lo Bennett	911 B.P./ Floodplain	1D0H838P07F30242			0	13.13
					0	14.33
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
			59863	100397	524	
			GRAND TOTALS		0	27.40

121892

(31)

UPSHUR

UPSHUR COUNTY COMMISSION

MONTHLY MILEAGE LOG

DEPARTMENT:

Comm Correction

MONTH / YEAR:

Nov - 2018

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
	Focus		120876	120942	75	0
			120942	120982	40	0
			120982	121045	63	0
			121045	121104	59	0
			121104	121151	47	0
			121151	121279	128	0
			121279	121330	51	0
			121330	121349	19	0
			121349	121475	63	0
			121475	121523	48	0
			121523	121560	37	0
			121560	121620	60	0
			121620	121678	58	0
			121678	121739	61	0
			121739	121778	19	0
			121778	121832	54	0
			121832	121894	62	0
			GRAND TOTALS		960	0

10.5

9.5

[illegible]

UPSHUR

[illegible]

UPSHUR COUNTY COMMISSION

MONTHLY MILEAGE LOG

DEPARTMENT: Ford VAN

MONTH / YEAR: Nov. 2018 / DEC. 2018

[illegible]



CURRY COURIER

December 26, 2018

Volume 4, Number 2

11/28/2018 - 12/25/2018

• Library/Park Deposits

Copies: \$4.65
Faxes: \$1.50
Fines: \$0.00
Donations: \$0.00
Total Library: \$6.15

Camp receipts: \$0.00
Vending Machines: NA
Total Park: \$0.00

• Statistical Report

Users: 172
Computer Users: 13
Wireless Users: 52

Circulation: 171

Reference:
In House: 45
Phone: 54
Internet: 5

Reservations:
Campsites: 0
Pavilions: 0

Copies: 38

Faxes: 4

Library Cards: 0

Hunting Permits: 1

Books cataloged:
This reporting period 101
Total items cataloged 7386

A VERY MERRY CHRISTMAS & A PROSPEROUS NEW YEAR

Here's hoping you had a joyous Christmas. Jonathan, Darlene and I would like to wish you all a Happy, Safe, and Prosperous New Year. We are looking forward to a new year with lots of activities and programs to serve our community.

STAFF REPORT

The highlight of this reporting period was our Santa's Workshop Christmas Program for the children which has become a bit of a tradition. Check out our photo supplement or visit our Facebook page (<https://www.facebook.com/jwcpl/>). A special thanks to all our "elves" that came out to spend Saturday afternoon with us, lend support and helping hands. Special thanks to elves Kelley Lake, Lori Huffman, Carrie Wallace, and Brenda Woodson for manning craft tables and wrangling children. Thanks to our "shopping elf," Shanna Collins, who helped make sure each child got a book they would truly enjoy. A special thanks to our Santa, who was the hit of the party again this year. Thanks also to our very engaged parents who fill in the gaps for us to keep everything running smoothly. Parents were again pleased with the format of this year's program and really enjoyed the crafts. A very nice article appeared on the My Buckhannon site (<https://www.mybuckhannon.com/local-elves-chip-in-at-curry-librarys-santas-workshop/> or see page 7). The 2019 children's Christmas event is tentatively scheduled for Saturday, December 7th, 2019 and will continue the tradition of creative family fun at Curry.

Number-wise attendance is down from both last month and the same time last year. Sickness has been a contributing factor as was weather and families seem busier than ever with school activities and other obligations. Circulation is down significantly but WiFi users are up. We are making the most of this "fallow time," catching up on cataloging, cleaning, planning and preparation. We cataloged 101 items this month bringing our total of successfully cataloged items to 7386.

Our next fund raiser quilt is well under way and shaping up beautifully. We have a strong core group working diligently and communicating via Facebook. They hope to have the top ready to assemble by Jan 9th and ready to go on the frame January 16th (or so). Once on the frame, many hands are welcome to stop in any time the library is open (apart from regularly scheduled programs) to stitch awhile, socialize and enjoy some coffee or tea. Now is when we really need a child safe space!

Things have been quiet in the Park and attention has turned to repairs, maintenance and managing weather related events.

• **Program Recap**

Family Storytime:
3 programs: 20 children, 13 adults

Adult Yoga for Health
3 programs: 4 adults

Sit & Be Fit
0 programs: 0 adults

Santa's Workshop Christmas
12 children, 15 adults

Quilting Fun
3 Meetings: 9 adults, 4 children

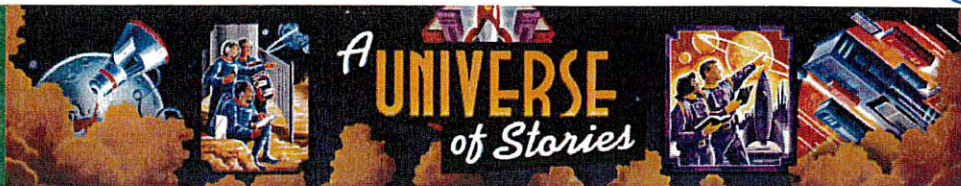
• **Agenda items for 3/27/19**

Nothing slated to date.

Contact Us

If you have items you wish to appear on the Agenda for March 2017, please contact Carrie Wallace:
304-472-0535
clwallace@upshurcounty.org

or me:
304-924-6724
jlwilliams@upshurcounty.org



In the summer of 2019, 16,000 libraries across the country will celebrate space exploration in their summer reading programs. The slogan "A Universe of Stories" was chosen by library professionals to help inspire children of all ages to dream big, believe in themselves, and create their own story. This summer learning program will also coincide with NASA's celebration of the 50th anniversary of the Apollo Moon Landing. The seminar at Greenbanks Observatory scheduled for December 12th was rescheduled to January 9th and I plan to take full advantage of this opportunity to enhance the correlation of literature and STEM activities in our programming. We are beginning to lay out our 10 week program scheduled to begin June 4th and end August 7th on Tuesday evenings at 5:30 - 7:00 pm. This year's program should be out of this world!

UPCOMING EVENTS:

January 1st: CLOSED in observance of the New Year holiday
January 2nd, 9th, 16th, 23rd, 30th: Adult Yoga for Health, 5:45 pm
January 3, 10, 17, 24, and 31st: Sit and Be Fit, 1:00 pm
January 8th: Family Storytime, 5:45 pm - "Beans"
January 9th, 16th: Quilting Fun, 1:00 pm
January 15th: Family Storytime, 5:45 pm - "Dragons"
January 21st: Library CLOSED in observance of MLK Jr. Day
January 22nd: Family Storytime, 5:45 pm - "Ada-Hiber-Gratation"
January 29th: Family Storytime, 5:45 pm - "Legos"
February 5th: Family Storytime, 5:45 pm "Wetlands"
February 6, 13, 20, and 27th: Adult Yoga for Health, 5:45 pm
February 7, 14, 21, and 28th: Sit and Be Fit, 1:00 pm
February 12th: Family Storytime, 5:45 pm "Forecasting"
February 18th: CLOSED in observance of President's Day
February 19th: Family Storytime, 5:45 pm "Hippopotamus"
February 27th: Family Storytime, 5:45 pm "Renoir"
March 5th: Family Storytime, 5:45 pm "Memories (scrapbooking)"
March 6, 13, 20, and 27th: Adult Yoga for Health, 5:45 pm
March 7, 14, 21, and 28th: Sit and Be Fit, 1:00 pm
March 12th: Family Storytime, 5:45 pm "Pi Day"
March 19th: Family Storytime, 5:45 pm "Michelangelo"
March 26th: Family Storytime, 5:45 pm "Plant a Flower"
March 27th: **Advisory Board Meeting, 10:00 am**
March 27th: **Fund Raising Committee Meeting, 11:30 am**
March 30th - April 6th Money Smart Week (Financial literacy)
April 2nd: Family Storytime, 5:45 pm "Van Gogh"
April 3, 10, 17, 24th: Adult Yoga for Health, 5:45 pm
April 4, 11, 18, 25th: Sit and Be Fit, 1:00 pm
April 4 & 5th: WVLA Spring Fling, Morgantown, WV
April 6th: Monopoly Fest Tournament: 1-3 pm
April 9th: Family Storytime, 5:45 pm "Unicorns"
April 16th: Family Storytime, 5:45 pm "Bats"
April 23rd: Family Storytime, 5:45 pm "Trees & Forests"
April 24th: **Advisory Board Meeting - 10:00 am**
April 24th: **Fund Raising Committee Meeting, 11:30 am**
April 30th: Family Storytime, 5:45 pm "Audubon"
May 1, 8, 15, and 22, 29th: Adult Yoga for Health, 5:45 pm

May 2, 9, 16, and 23, 30th: Sit and Be Fit, 1:00 pm
 May 7th: Family Storytime, 5:45 pm "Children's Day (Japan)"
 May 1, 8, 15, and 22, 29th: Adult Yoga for Health, 5:45 pm
 May 11 – 19th: Strawberry Festival
 May 14th: Family Storytime, 5:45 pm "Arctic Explorer"
 May 21st: Family Storytime, 5:45 pm "Mother Ocean"
 May 23rd: Advisory Board Meeting – 10:00 am
 May 23rd: Fund Raising Committee Meeting, 11:30 am
 May 27th: Library CLOSED in observance of Memorial Day
 May 28th: Family Storytime, 5:45 pm "Get out and play!"
 June 1st: Brooks Hill Community Building Pickin' on the Hill Blue Grass Festival
 June 4th: Tentative start of "A Universe of Stories" Summer Reading Program - 5:45 pm
 June 26th: Advisory Board Meeting – 10:00 am
 June 26th: Fund Raising Committee Meeting, 11:30 am
 July 4th: Library CLOSED in observance of Independence Day
 July 24th: Advisory Board Meeting – 10:00 am
 July 24th: Fund Raising Committee Meeting, 11:30 am
 July 26 & 27th: Brooks Hill Fair, programming TBD
 August 6th: "A Universe of Stories" Summer Reading Finalé (location and time to be determined)
 August 28th: Advisory Board Meeting – 10:00 am
 August 28th: Fund Raising Committee Meeting, 11:30 am
 September 2nd: Library CLOSED in observance of Labor Day
 September 25th: Advisory Board Meeting – 10:00 am
 September 25th: Fund Raising Committee Meeting, 11:30 am
 October 14th: Library CLOSED in observance of Columbus Day
 October 24th: Advisory Board Meeting – 10:00 am
 October 24th: Fund Raising Committee Meeting, 11:30 am
 October xx: Selbyville Volunteer Fire Department Hay Ride
 October 31st: Community Trick or Treat
 November 28 & 29th: Library CLOSED in observance of Thanksgiving
 December 7th: Tentative date for Curry Children's Christmas Program – Theme TBD
 December 24 & 25th: Library CLOSED in observance of Christmas
 December 31 & January 1st: Library Closed in observance of New Year

Local 'elves' chip in at Curry Library's Santa's Workshop

By My Buckhannon - December 13, 2018



Brooklyn Collins and her mother, Sara, work together on a snow globe mason jar topper at the James W. Curry Library Saturday, Dec. 8.

BROOKS HILL — As Christmas Day inches closer and closer, Santa Claus could always use a helping hand in his toy shop.

Luckily, there were plenty of local elves available to come to his aid Saturday, Dec. 8, at the James W. Curry Public Library in Brooks Hill.

Thanks to the efforts of Curry library director and head librarian Judith Williams, kids in southern Upshur County had the chance to partake in an ever-popular special event the library holds annually: Santa's Workshop at the James W. Curry Library.

This year, the event took place from 2-5:30 p.m. at the library, which is located on Brooks Hill between Selbyville in Upshur County and Helvetia in Randolph County.

Williams said Santa's Workshop has become increasingly popular over the years.

"Each year since I became librarian here, we host a Christmas program for the children in our service area," Williams said. "Back by popular demand was the Santa's Workshop Christmas program, a 'craft-centric' program that allows children to make hand-crafted items for themselves or to give as gifts to loved ones and friends."

Children completed their "elf application" prior to playing Pass the Hot Chocolate to earn their Santa's Workshop apron and their tool kit complete with an elfin time card, elf energy elixir — Tic-tacs — and other fun items, Williams said.



Children play Pass the Hot Chocolate Saturday at the Curry Library. Kids pictured, from left, are Kaden Hawkins, Krista Collins, Knox Allen, Jenell Winters, Kolden Winters, Jayden Winters, Wyatt Collins and Autumn Woodson.

"We all enjoyed a reading of 'Things You Never Knew About Santa Claus' by Giles Paley-Phillips and Rowan Martin, then made our way to the hot chocolate bar with lots of yummy toppings while refreshments were served — Elfin pudding cups, festive Christmas cup cakes, home baked sugar cookies, meat and cheese sticks, clementines, pretzels and assorted candies," Williams said.

Santa Claus jingled all the way to the door of Curry Library, and after visiting with Santa, each child received a personally selected book, a Christmas Science Kit, coloring books, a stuffed reindeer tree ornament and a small gift from Williams.

A number of "good elves" helped make this event a success, Williams said. She thanked Santa ("whose name must remain simply Santa," she said), as well as Upshur County administrator Carrie Wallace, James W. Curry Library and Park Advisory Board secretary Kelly Lake, Curry Library and Park Advisory board member Patricia Tolliver, Lori Huffman, library clerk Darlene Gregory, Curry Park supervisor Jonathan Freeman, Shanna Collins and Brenda Woodson.

"Appreciation also goes to the wonderful, engaged parents who also helped in many small but essential ways," Williams said.



Soaking in a visit from Santa are, back row, from left, head librarian Judith Williams, Hunter Barrett, Kaden Hawking, Leah Collins, Santa Claus, Kelly Lake, library clerk Darlene Gregory (wearing green elf shoes), Krista Collins, Brooklyn Collins, Clay Hawking, Autumn Woodson, Jayden Winters, Jenell Winters; front row, from left, are Wyatt Collins, Knox Allen, Kolden Winters and Grant Allen.

To access information about the library and park and events held there, visit www.facebook.com/jwcp1. Located at 1721 Brooks Hill Road, the library is open from 11 a.m. to 7 p.m. Mondays, Tuesdays and Wednesdays, from 1-7 p.m. Thursdays, from 10 a.m. to 6 p.m. Fridays, from 10 a.m. to 3 p.m. Saturdays and closed Sundays.

For more information, call 304-924-6724.



JAMES W. CURRY PUBLIC LIBRARY

1721 BROOKS HILL ROAD, FRENCH CREEK, WV 26218

PHONE: 304-924-6724 EMAIL: jameswcurrypubliclibrary@gmail.com FACEBOOK: @jwcpl

MON - WED 11AM - 7 PM, THUR 1 PM - 7 PM, FRI 10 AM - 6 PM, SAT 10AM - 3 PM

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<p>WISHING YOU A SAFE & PROSPEROUS 2019 HAPPY NEW YEAR</p>	<p><i>closed for New Year's</i> LIBRARY WILL REOPEN WEDNESDAY, JANUARY 2nd AT 11 AM</p>		2	3	4	5
6	7	<p>FAMILY Storytime 5:45 PM "BEANS"</p>	<p>QUILTING FUN 1:00 PM</p> <p>ADULT YOGA FOR HEALTH 5:45 PM</p>	<p>Sit and Be Fit 1:00 PM</p>		12
13	14	<p>FAMILY Storytime 5:45 PM "DRAGONS"</p>	<p>QUILTING FUN 1:00 PM</p> <p>ADULT YOGA FOR HEALTH 5:45 PM</p>	<p>Sit and Be Fit 1:00 PM</p>		19
20	<p>LIBRARY CLOSED IN OBSERVANCE OF MLK DAY I HAVE A DREAM</p>	<p>FAMILY Storytime 5:45 PM "ADA-HIBERNATION"</p>	<p>QUILTING FUN 1:00 PM</p> <p>ADULT YOGA FOR HEALTH 5:45 PM</p>	<p>Sit and Be Fit 1:00 PM</p>		26
27	28	<p>FAMILY Storytime 5:45 PM "LEGOS"</p>	<p>QUILTING FUN 1:00 PM</p> <p>ADULT YOGA FOR HEALTH 5:45 PM</p>	<p>Sit and Be Fit 1:00 PM</p>	<p>QUILTING FUN</p> <p>WATCH OUR FACEBOOK PAGE FOR DATES AND TIMES. LEARN THE ART OF HAND QUILTING AND SUPPORT THE LIBRARY AS WE RAISE FUNDS FOR CHILDREN'S PROGRAMMING!</p>	

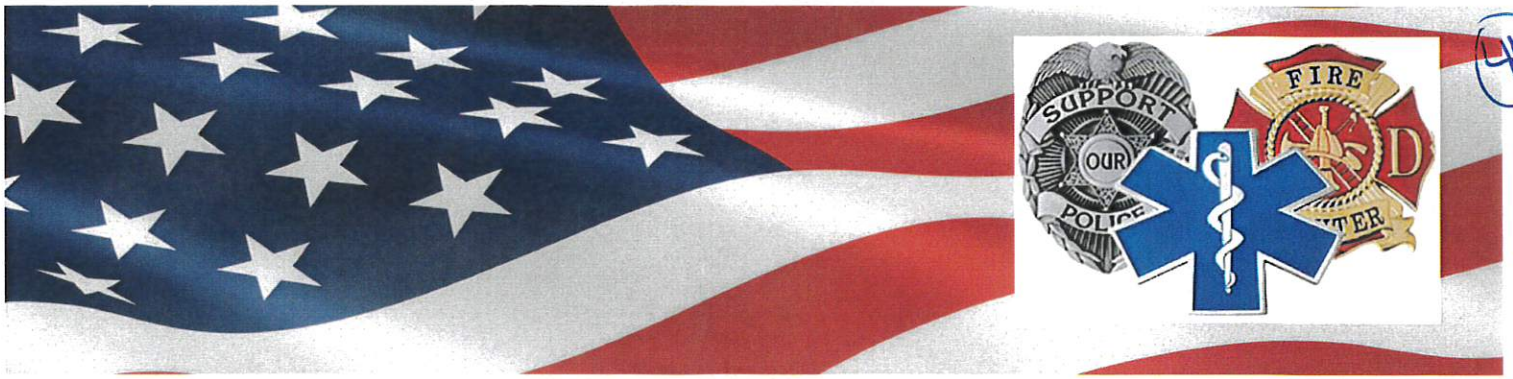


#WearBlueDay

January 11

blue clothing, snap a photo, and post it to social media
#WearBlueDay to raise awareness of human trafficking





Hearing the Call for Self-Care: Supporting first responders and other care-givers

Monday, February 4th for all first responders

Law enforcement officers, Firefighter, Ministers, Medical and Mental Health Professionals

**Public Safety Training Room
City of Buckhannon Public Safety Complex
24 South Florida Street
Buckhannon, WV 26201
11:00-1:30 Lunch provided**

Emergency responders are trained to move into action when the call comes to help others. Clearly, individuals in these roles face intense and difficult circumstances that take a personal toll. Many professional organizations and associations recognize the need for training in self-care strategies and access to support. One dilemma is that sometimes, and for a variety of reasons, hearing the call for self-care is minimized or goes unheard.

This program is designed to support emergency responders by providing:

- a) A framework for understanding how self-care practices are as crucial for emergency responders as training in preparation to respond to the needs of others.
- b) Three approaches for attuning to and managing the personal (and natural) consequences of crisis intervention work.
- c) Guidance in developing personal practices that can promote healthy self-care and enhance personal resilience.

Presenter: Mike Kuba, M.A., N.C.C.

Mike has 40 years of experience as a professional counselor, trainer, teacher, and administrator.

To Register contact:

Lori Ulderich Harvey
Upshur County Family Resource Network (or FRN)
upshurfrn@yahoo.com or 304-473-1051

Diana Thompson
Executive Director DBSA-WV
Dianathompson222@hotmail.com or 304-472-1947

***City of Buckhannon Stockert Youth & Community Center
Board of Directors Meeting – 4:30 pm in SYCC Conference Room
Meeting Agenda for January 7, 2019***

- 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. Financial Report
- D. Department Report- Debora Brockleman
 - D.1 Staff Report: Upcoming Events and Current Programs
 - D.2 Community Spelling Bee (SYCC Participation)
- E. Correspondence & Information
 - E.1 Weyerhaeuser Giving –SYCC Capital Campaign Gift
 - E.2 David Thomas Family Donation-SYCC Capital Campaign Gift
 - E.3 CityPR: Congratulations Buddy Brady & Proclamation
- F. Consent Agenda
 - F.1 Approval of Minutes: 12/03/18
- G. Strategic Issues for discussion and vote
 - G.1 Discussion Update- Multi-Purpose Building/Gym
 - G.2 Upshur County Commission Appointment to the SYCC Board
- H. Board Members Comments and Announcements
- I. Mayor's Comments and Announcements
- J. Adjournment

Posted 01/03/19

ELKINS ROAD PUBLIC SERVICE DISTRICT

Agenda

46

Meeting	<i>Regular Monthly Meeting</i>	Start Time	5:30 PM
Date	Tuesday, January 8, 2019	Place	P.S.D. Office 4536 Old Elkins Rd, Buckhannon

Meeting Called to Order by Chairperson	5:30 PM
Pledge of Allegiance	
Roll Call Introduce Board of Directors	
Chair/Treasurer-Carey Wagner, Secretary-Larry Heater, Board Member-Sonny Matthews	
Introduce Office Staff - Office Manager, Carolyn Douglas; Billing Clerk - Sharon Burr;	
System Operator-David Wamsley	
Recognize Current Customers	
Approval of Minutes - December 4, 2018 Regular Monthly Meeting	Vote
Treasurer Report/Payment of Bills for January/bal of December Invoices	Vote

ITEMS FOR DISCUSSION

Election of 2019 Officers	Vote
----------------------------------	------

Jesse Williams Jr.	Vote
Would like to talk to Board about doing our Maintenance Work	

2019 Holiday Schedule	Vote
Review and approve	

Rate Increase Update	Vote
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Cost Savings Measures for 2019	Vote
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Phase III Extension Project Update	Vote
Invoice payment approval	
Update on Project	
Pre-Const Sign Ups	
Easements/Right of Ways	

Maintenance Report

Date & Time of February 2019 Meeting - Tuesday, February 5, 2019 @ 5:30 pm

Adjournment	Vote
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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 SENIOR CENTER

47

TO: Upshur County Senior Center Board of Directors

FROM: Sarah Campbell

MEETING: Senior Center Board of Directors

DATE: January 9, 2019

TIME: 12:00 PM

PLACE: Board Room

Lunch: 11:30 in Nutrition Site

Minutes Attached

Director's Report Attached

Finance Report Attached

AGENDA

Call to Order
Roll Call

Approval of Minutes

Directors Report

Public Comments

Financial Report

Previous Business
New Board Members
Policy Revisions
Results of Audit and 990

New Business
Election of New Officers
UPAAA Monitoring and Compliance
Vacation Request

Personnel Matters

Next Meeting

Adjournment

UPSHUR COUNTY SAFE STRUCTURES AND SITES
ENFORCEMENT BOARD

48

Meeting Agenda
Thursday, January 10, 2019
4:00 p.m.

- I. Call meeting to order
- II. Recognition of Guests
- III. Public Comment
- IV. Approval of previous meeting(s) minutes
 - December 13, 2018
- V. Report and/or action on Pending Cases
 - 012017-01 and 012017-02 (George) – On hold until additional information is received to act on.
 - 020917-01 (Wojnovich) – Sold at tax sale, property owner has 18 months to redeem – waiting until the end of the 18 month period to see if the new owner brings the property into compliance – Sold during tax sale on 11/15/17.
 - 110917-01 (DeMastes) – Review photographs of property and discussion held with new property owner.
 - 030818-02 (Linger/Merriman) – Review photographs of property.
 - 061418-03 (Best) – Sold at tax sale, property owner has 18 months to redeem – waiting until the end of the 18 month period to see if the new owner brings the property into compliance – Sold during tax sale during November 2018.
 - 101118-01 (Chapman) – Review photographs of property. Discuss if response was received from WVDEP.
 - 121318-01 (Humphrey) – Review photographs of property from initial site visit.
- VI. Consider requests to establish new cases
 - 2 new complaints
- VII. Adjournment

The next Safe Structures & Sites Board Meeting will be held Thursday, February 14, 2019 at the Upshur County Administrative Annex, 91 West Main Street, Suite 101, Buckhannon, WV.

491

Buckhannon-Upshur Airport Authority Agenda

Buckhannon-Upshur Airport Authority–Upshur County Development Office

Thursday, January 10, 2019 at 4:00 pm

- A. Call to order
- B. Recognized guests and public comment period
- C. Officer/Committee/Consultant Reports:
 - President's Report – Bill Thomas, President
 - Treasurer's Report – Phil Loftis, Treasurer
 - Approval to pay JH Consulting LLC invoice 1380; \$5,043.89
 - Secretary's Report – Rich Clemens, Secretary
 - Computer for Pilot's Lounge
 - Digital Signs - update
 - Engineering Reports – Chapman/Technical
 - WVAC Payment Request No. 1 for Construct Terminal Building
 - Draft of ACIP for review
 - Operations – Jamie Wilt, Jennifer Powers
 - Fuel Prices/Inventory
- 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:
 - New hangar space requests/applications/updates
- G. New Business:
- H. Board Member Comments and Announcements
- I. Adjournment

50

In compliance with West Virginia's Public Meeting Law, the 26th Judicial Circuit Community Corrections Program regular board meeting will be held January 14, 2019 at 6:00pm in 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

January 14, 2019

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- 2 referrals
- 2) Home Confinement Update- Lewis- 16 Upshur- 21
- 3) Community Corrections Update
 - Referrals received since July 1, 2017 Upshur-55 Lewis- 55 Total- 110
 - CPC inspection
 - Grant application update

III. Next Meeting

- March 4, 2019 at the Lewis County Commission Meeting Room 6:00 P.M.



Notice of Meeting

Buckhannon-Upshur Parks and Recreation Advisory Board

Location: Upshur County Administrative Annex

Date: January 14, 2019

Time: 5:30 PM at the 91 W. Main Street

Agenda

1. Call meeting to order.
2. Approve October 7, 2018 minutes
3. Public comment
4. Discuss objectives and goals (1 yr. vs. next 5 yrs.) of the Board
5. Adjournment

Next Meeting: 5:30 PM, February 11, 2019 at Upshur County Administrative Annex

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AGENDA
UPSHUR COUNTY SOLID WASTE AUTHORITY
BOARD OF DIRECTORS MEETING

Monday, January 14, 2019

Time: 4:30 PM

Place: UCSWA Office, 380 Mudlick Rd, Suite 102, Buckhannon, WV 26201

1. Call to Order
2. Determine Quorum
3. Minutes of December 10, 2018 Meeting
4. Monthly Financial Reports, November—Treasurer
5. Director's Report – Burl Smith
6. Recognition of Guests

Old Business:

1. April Make-It-Shine 2019 — Discussion
2. EDDM Brochure Discussion--

New Business:

1. Open Meetings Requirements, Notice of Meetings Review--
2. Shred-It Paper Shred Event, September 7, 2019—
3. _____

Board Member Comments:

Meeting Adjournment:

NEXT MEETING: February 11, 2019 – (Regular Schedule)

Upshur County Public Library Board of Trustees Meeting
November 13, 2018

The regular meeting of the Upshur County Public Library Board of Trustees was held on Tuesday, November 13, 2018 at 4:00 p.m. at the library. Board members in attendance were Dennis Xander, Michelle Strader, John Haymond, and Mike Kuba. Also in attendance were Paul Norko, Director; Connie Cutright, Business Manager; Beth Rogers, Assistant Director, and Ann Slaughter, Friends of the Library representative.

The minutes of the October meeting were approved as presented.

The financial reports for October were accepted.

Director's Report – see attachment

Additions:

**Overall, circulation has increased 21% from September.

**Paul and Beth attended a public transit meeting to encourage the library becoming a regular stop.

**Angie Westfall, BUHS school librarian, suggested Beth visit the High School during club time to encourage library use.

**Paul and Beth have visited the Senior Center and plan to start an outreach program there.

Dennis reported that the weather was not cooperating with the construction of the parking lot. Once the curbing is finished, parking will be allowed.

No personnel manual revisions were discussed.

Michelle suggested partnering with community organizations for help with the Toy Library.

Board meetings will move to the third Wednesday of the month at 4:00 p.m. as stated in our by-laws.

Paul asked for permission to open one hour later on Friday, December 14 so that staff may have a Christmas brunch. A motion was made by Mike and seconded by Michelle to open at 11:00 a.m. on December 14.

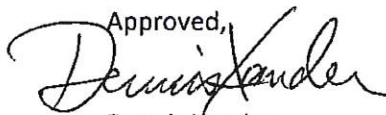
Ann reported that the Friend's of the Library will be meeting soon.

The meeting was adjourned at 4:48 p.m.

Respectfully submitted,


Connie Cutright
Business Manager
(Recording Secretary)

Approved,


Dennis Xander
Board President



54

B.R.W.A. Board of Directors Meeting Minutes
Thursday, December 6, 2018, 1800 hrs.
Third Floor Christopher Hall of Science
West Virginia Wesleyan College

The Buckhannon River Watershed Association (BRWA) is dedicated to preserving, conserving, and monitoring the health of the Buckhannon River Watershed and promoting our West Virginia river heritage through public awareness.

Meeting Time/Date – Thursday, December 6, 2018, 1800 hrs.

Present: Donnie Tenney, G. Paul Richter, Jim Mitchell, Kevin Campbell, April Keating, Terri Jo Bennett, Martin Christ, Don (Woody) Martin

Start time: 1810 hrs. **Quorum present (at least ≥ 4)?** Yes

Guests:

- November 1, 2018 Board meeting review - Kevin moved seconded by Jim to approve the meeting minutes, motion passed.

Reports:

- BRWA Administrator's Report: For Swamp Run #2, Paul reported that is the engineering and design phase is on-going; he noted that the repairs have been completed for Herods Run and the final WCAP report is due by December 27th. One more sampling is desired to be included in the report.
- Treasurer's Report: Jim gave the Treasurers Report showing balances of: regular checking - \$6049.07, Stream Partners Grant - \$1631.34, and OSM - \$11.00
- Membership Report: Paul reported there are 33 members including 8 organizations
- Facebook & Web site Report: Jim reported that a renewal had been received for ~\$21.00

Old Business:

- Outreach brochures – There was a discussion about the outreach brochures and the greenspace kiosk being considered at Adrian at the mouth of Bull Run. The brochures can be used for property owner contacts and sharing information about the waterway. April is going to work on them.
- Sampling results – the results were generally discussed under the Bull Run tour outcome, with two 'hot spot' tributaries noted (E Coli results depicted on attached map). The hot spots may be associated with poor-performing, residential septic systems.
- Bull Run – tour outcome - Sigrid Teets of the WV Conservation Agency and Ben Collier with NRCS expressed an interest in partnering and hope to attend the January meeting. They noted that they may have project matching funds available for interested property owners.
- Marsh McBirney instrument – Kevin will obtain bids for a replacement. We will request to reallocate unspent monies from Herods Run to procure one.
- P.O. box – There was a consensus to leave it as is, P.O. Box 1
- Stream Partners grant - direct deposit & eVendor: Jim will send a request for an extension

New Business:

- Sampling dates – Herods Run – Friday, December 14th, 1000 hrs. at the Woody gate; Kim, Kevin, & Woody (pick up sample bottles for Bull Run)
 - Bull Run – Thursday, December 20th, 1000 hrs. at St. Rt. 20 & Abbott Road; Paul, Woody, Kevin (?), April (?)



- Stream Partners grant – as noted above, Jim will send a request for an extension

Adjourn Moved by Kevin, seconded by Jim @ 1948 hrs.

Next BRWA Board of Directors Meeting: Thursday, January 3, 2019, 1800 hrs.,
West Virginia Wesleyan College

**TREASURER'S REPORT
BUCKHANNON RIVER WATERSHED ASSOCIATION, INC.**

	REGULAR CHECKING	2018 SP GRANT
10/10/18 ACCOUNT BALANCE	\$ 7,061.69	
<u>INCOME:</u>		
11/02/18 WVU RESEARCH CORP.	\$63,450.00	
11/02/18 CONSERVATION AWARDS COUNCIL	\$ 100.00	
11/02/18 STOUT BRWA MEMBERSHIP	\$ 10.00	
TOTAL INCOME.....	\$63,560.00	
<u>DISBURSMENTS:</u>		
10/12/18 G.P. RICHTER—MILEAGE		\$ 139.96
10/15/18 STURM ENVIRONMENTAL SERVICES		\$ 528.00
11/02/18 G.P. RICHTER—POSTAGE		\$ 4.66
11/15/18 STURM ENVIRONMENTAL SERVICES		\$ 450.00
11/15/18 SOLID ROCK EXCAVATION	\$63,450.00	
TOTAL DISBURSMENTS	\$63,450.00.....	\$ 1,122.62
CHECKING ACCOUNT BALANCES 12/06/18	\$ 6,049.07	\$ 1,631.34
CHECKING AND CASH ON HAND	\$ 6,059.07	
CERTIFICATE OF DEPOSIT	\$ 3,223.57	

**TREASURER'S REPORT
BUCKHANNON RIVER WATERSHED ASSOCIATION, INC.
2018 STREAM PARTNER REPORT**

ACCOUNT BALANCE 01/16/18	\$5,000.00
ACCOUNT BALANCE 10/10/18	\$2,753.96
<u>EXPENDITURES:</u>	
10/12/18 G.P. RICHTER—MILEAGE	\$ 139.96
10/15/18 STURM ENVIRONMENTAL SERVICES	\$ 528.00
11/02/18 G.P. RICHTER—POSTAGE	\$ 4.66
11/15/18 STURM ENVIRONMENTAL SERVICES	\$ 450.00
TOTAL EXPENDITURES.....	\$ 1,122.62
ACCOUNT BALANCE 12/06/18	\$ 1,631.34

**TREASURER'S REPORT
BUCKHANNON RIVER WATERSHED ASSOCIATION, INC.
OSM ACCOUNT**

CHECKING ACCOUNT BALANCE 10/10/18	\$ 11.00
<u>INCOME:</u>	
TOTAL INCOME.....	\$ 0.00
<u>DISBURSEMENTS:</u>	
TOTAL DISBURSEMENTS.....	\$ 0.00
CHECKING ACCOUNT BALANCE 12/06/18	\$ 11.00

