



Upshur County Commission Meeting Agenda

Location of Meeting: Upshur County Courthouse Annex
Date of Meeting: January 31, 2019

- 9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• January 17, 2019
• January 24, 2019
- 9:05 a.m. Certification of Election Results
- 9:15 a.m. Swearing in of E-911 telecommunicators – Emergency Communication Center located at 181 Pallottine Drive
- 10:00 a.m. Charles Friend – Discuss the possibility of developing a County baseball field
- 11:30 a.m. Heather Sparks, Chief Tax Deputy—Final Disposition List for Tax Year 2017. Approval and signature of the Affidavit of Acceptance by the Upshur County Commission.*

Items for Discussion / Action / Approval:

1. Approval of Upshur County Commission's mission statement for purposes of meeting grant requirements set by the WV Division of Justice and Community Services.* Page 5
2. Approval and signature of FFY 2018 Stop Violence Against Women Act (VAWA) Grant Application in the amount of \$30,000.* Under separate cover
3. Appointment of the Sheriff of Upshur County as Administrator of the Estate of Virginia Lee Reed, deceased.* Under separate cover
4. Consider a request for the Sheriff of Upshur County to reopen and be appointed as the Administrator of the Estate of Vernon Lyle Harris, deceased. Additional assets were discovered after the estate was closed.* Under separate cover
5. Approval and signature of correspondence to Hodgesville PSD and Tennerton PSD requesting a copy of their adopted budget and audit as required by WV Code §16-13A-10 and §16-13A-11 respectively.* Page 6-7
6. Memorandum from Tabatha Perry, Assistant County Administrator, recommending for the Commission to replace Rob Hinton with Doug Bush as the County Commission representative on the WesMonTy Resource Conservation and Development Board of Directors, effective immediately. Pursuant to the Board's bylaws, this term is for a period of two years.* Page 8
7. Approval of Lewis - Upshur Animal Control Facility Volunteer Sara Mcle.* Under separate cover

8. 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. U.S. EPA Brownfields Quarterly Progress Report for period October 1, 2018 through December 31, 2018
Page 9-11
2. Upshur County Sheriff's Financial Statement for period ending December 2018
Page 12-13
3. Upshur County E911 Communication Reports --- December 2018
Under separate cover
 - Monthly Call Summary Report
 - Monthly Department Summary Report
 - Monthly and YTD Wrecker Report
4. Upshur County Mileage Reports – December 2018
Page 14-23
 - Upshur 911
 - Maintenance
 - Emergency Management
 - Sheriff
 - Addressing and Mapping
 - Community Corrections
 - Dog Pound
5. Public Notices:
 - a. Newsletters and/or Event Notifications:
 - Curry Courier: 12/26/2018 – 1/22/2019
Page 24-29
 - James W. Curry Public Library Calendar of Events – February 2019
Page 30
 - b. Agendas and/or Notice of Meetings:
 - Special Session of City Council of Buckhannon
February 18, 2019 Page 31
 - c. Meeting Minutes:
 - Upshur County Public Library
December 19, 2018 Page 32
 - d. Meetings:
 - 02/05/19 5:30 p.m. Elkins Road PSD
 - 02/05/19 4:00 p.m. Hodgesville PSD
 - 02/07/19 7:00 p.m. Banks District VFD
 - 02/07/19 7:00 p.m. Selbyville VFD
 - 02/11/19 12:00 p.m. Upshur County Family Resource Network
 - 02/11/19 4:30 p.m. Upshur County Solid Waste Authority
 - 02/11/19 5:30 p.m. Buckhannon-Upshur Recreational Park Advisory Board
 - 03/04/19 6:00 p.m. Lewis-Upshur Community Corrections Board-Lewis County

- 02/05/19 7:30 p.m. Adrian VFD
- TBD 6:00 p.m. Buckhannon-Upshur Board of Health
- 02/20/19 7:00 a.m. Upshur County Development Authority – Executive Board
- 02/13/19 12:00 p.m. Upshur County Senior Center Board
- 02/14/19 3:00 p.m. Upshur County Conventions & Visitors Bureau
- 02/20/19 6:00 p.m. Upshur County Citizens Corp – CERT
- 02/13/19 7:00 p.m. Warren District VFD
- 02/14/19 10:00 a.m. Adrian PSD
- 02/13/19 3:00 p.m. Tennerton PSD
- 02/14/19 4:00 p.m. Upshur County Safe Sites & Structures Enforcement Board
- 02/14/19 7:30 p.m. Buckhannon VFD
- 02/14/19 4:00 p.m. Buckhannon Upshur Airport Authority
- 02/21/19 6:30 p.m. Upshur County Youth Camp Board – WVU Extension Office
- 02/17/19 6:00 p.m. Washington District VFD
- 02/18/19 12:00 p.m. Buckhannon-Upshur Chamber of Commerce
- 02/21/19 4:00 p.m. Upshur County Public Library Board
- 02/19/19 10:00 a.m. Wes-Mon-Ty Resource Conservation & Development Council
Tygart Valley Conserv. District Office in Philippi
- 02/19/19 6:30 p.m. Upshur County Fire Board, Inc.
- 02/26/19 12:00 p.m. UC Enhanced Emergency Telephone Advisory Board
- 02/13/19 7:00 p.m. Ellamore VFD
- 02/20/19 12:00 p.m. Lewis Upshur LEPC --- Upshur location
- 02/21/19 2:00 p.m. Upshur County Farmland Protection Board
- 03/27/19 10:00 a.m. James W. Curry Advisory Board
- 02/25/19 6:00 p.m. Upshur County Fire Fighters Association
- 02/13/19 6:00 p.m. Buckhannon River Watershed Association - WVWC
- 02/25/19 10:00 a.m. Mountain CAP of WV, Inc. a CDC
- 02/13/19 7:00 p.m. WVU Extension Service Committee Meeting
- 03/15/19 11:00 a.m. Region VI Local Elected Officials – Lewis County

6. 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)

1. Request for use of \$5,000 from spay/neuter funds to supplement project initiatives of the Animal Outreach Project

2. Correspondence from Richard Harlow, President of the Upshur County Firefighter's Association, expressing an interest to serve on the Upshur County Fire Board upon Joe Malcolm's term expiration on June 30, 2019. Upon approval, Mr. Harlow's term will commence on July 1, 2019 and expire on June 30, 2022.*

Next Regular Meeting of the Upshur County Commission
February 7, 2019 --- 9:00 a.m.
Upshur County Courthouse Annex

UPSHUR COUNTY COMMISSION
Upshur County Administrative Annex
91 West Main Street, Suite 101 • Buckhannon, West Virginia 26201

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Telephone: (304) 472-0535
Telecopier: (304) 473-2802

TDD Numbers
Business: 472-9550
Emergency: 911

MISSION STATEMENT

The mission of the Upshur County Commission is to provide superior public service and support which enables all county residents the opportunity to improve their quality of life, and enjoy the benefits of a safe, sustainable and progressive community in North Central West Virginia.

Dated: January 31, 2019

Samuel R. Nolte
Commission President

Terry B. Cutright
Commissioner

Kristie G. Tenney
Commissioner

An Equal Opportunity Employer

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January 31, 2019

Hodgesville PSD
Attn: Terry Gould
188 Fayette Street
Buckhannon, WV 26201

via personal service

Mr. Gould,

Pursuant to WV Code §16-13A-10, upon adoption of your budget, a copy of the budget shall be sent to the Upshur County Commission at the address listed above. To date, neither Hodgesville PSD nor Tennerton PSD, both of which are managed by you, are in compliance. Letters were sent to the above referenced address on June 6, 2018; September 24, 2018 and October 12, 2018. E-mail correspondence was also sent on December 17, 2018, to no avail. Furthermore, in accordance with WV Code §16-13A-11, if your district is required to have its books, records and accounts audited annually by an independent certified public accountant as a result of any covenant in any board resolution or bond instrument, a copy of the audit shall be remitted to the County Commission within 30 days of submission.

Per a conversation that took place with Tabatha Perry, Assistant County Administrator, on October 12, 2018, it is our understanding that the annual report for the Hodgesville PSD was to be completed by the CPA within the following week. Our office has yet to receive the requested documentation. The Upshur County Commission is now being contacted by collection agencies regarding debts owed by the Hodgesville PSD. I respectfully request that both of these documents be remitted to our office at the address listed above within ten (10) business days of the receipt of this correspondence.

Sincerely,

Samuel R. Nolte,
Commission President

Cc: Robert Wright
Howard J. Cutright
Roger Ward

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Upshur County Administrative Annex
91 West Main Street, Suite 101 • Buckhannon, West Virginia 26201

(7)

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January 31, 2019

Tennerton PSD
Attn: Terry Gould
188 Fayette Street
Buckhannon, WV 26201

via personal service

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Sincerely,

Samuel R. Nolte,
Commission President

Cc: John McGrew
Elmer Tenney
Joseph Tenney

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INTEROFFICE MEMORANDUM

TO: Upshur County Commission

FROM: Tabatha Perry, Assistant County Administrator *TRP*

SUBJECT: WesMonTy Resource Conservation and Development Board of Directors

DATE: January 29, 2019

Commissioners,

It has been brought to my attention that Mr. Rob Hinton, Executive Director of the Upshur County Development Authority, is no longer able to serve on the WesMonTy RC&D Board of Directors. Considering the aforementioned, I respectfully recommend that you appoint Doug Bush to serve as the County Commission representative, effective immediately as he has expressed an interest in the Board. Pursuant to the Board's bylaws, this term is for a period of two years.

Respectfully Submitted,

Tabatha R. Perry
Assistant County Administrator

(9)

**U.S. EPA Brownfields Grant
Quarterly Progress Report
Upshur County Commission
Upshur County, WV**

Grantee: Tabatha Perry, Project Manager
Upshur County Commission
91 West Main Street, Suite 101
Buckhannon, WV 26201
trperry@upshurcounty.org
(304) 472-0535 ext. 2

Type of EPA Grant and Grant Number: Cleanup Grant #BF96354301-0

Reporting Period: October 1, 2018 through December 31, 2018

Date Submitted: January 29, 2019

Submitted To:

Brett Gilmartin, Project Officer
U.S. Environmental Protection Agency, Region III
1650 Arch Street (3HS51)
Philadelphia, PA 19103-2029
(215) 814-3405
gilmartin.brett@epa.gov

Quarterly Summary:

The Remedial Action Work Plan (RAWP) was submitted to the WVDEP on October 15, 2018 proposing remediation via solidification/stabilization of the impacted soils using Portland cement, followed by a soil cap. It is the intent of the RAWP to not impact the flood plain elevation, thus avoiding any special permitting being required. Approval of the RAWP was received from Mike Sutphin, WVDEP Project Manager, on October 26, 2018.

The MBE/WBE Utilization Under Federal Grants and Cooperative Agreements Form 5700-52A was prepared and submitted on October 26, 2018. The Federal Financial Report (Standard Form 425) was completed and remitted on October 26, 2018.

A Request for Proposals for soil remediation contractor services was approved by the Upshur County Commission on November 15, 2018 and published as a Class II-0 legal advertisement in the Record Delta, dispersed to various interested firms and posted on the following: County website, Brownfield Listings, and The Blue Book. The bid submission deadline was December 11, 2018 and the sole submitted proposal was opened and read aloud during a regularly scheduled Commission Meeting held on December 13, 2018. The proposal was rejected due to budget constraints as the bid submission was almost double the entire grant award. The Upshur County Commission approved clarifying revisions to the Request for Proposals. Clarifications were made with regards to the width of the "test pits", when work should commence and the proposed duration of the project was stressed. The revised RFP was reviewed and approved during a regularly scheduled Commission Meeting held on December 20, 2018. The revised RFP was published as a Class II-0 legal advertisement in the Record Delta and the Charleston Gazette, dispersed to various interested companies and posted on the following: County website, Brownfield Listings,

and The Blue Book. Bid submissions are due January 15, 2019 and will be opened and read aloud on January 17, 2019. Complete remediation is estimated for spring of 2019.

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The pro-bono survey of the project area was completed during the month of December through a partnership with the Atlantic Coast Pipeline. This survey will accompany the Land Use Covenant.

Outputs and Outcomes:

1. Project updates were provided to the Committee via email.
2. Remedial Action Work Plan was submitted and approved.
3. Form 5700-52A was completed and submitted.
4. Standard Form 425 was completed and submitted.
5. Request for Proposals for remediation services was prepared and dispersed.
6. Survey of project area was completed.
7. Quarterly progress report completed and in the process of being submitted.

Attachments:

1. Budget Table (Exhibit A)
2. Cost-Share Leveraged Funds Tracking Spreadsheets (Exhibit B)

Budget Narrative:

1. EPA funds drawn down in the amount of \$2,067.90
 - a) Environmental Standards – October 2018 = \$755.10
 - b) Environmental Standards – November 2018 = \$966.00
 - c) Environmental Standards -- December 2018 = \$346.80
 - d) Travel -- \$0
2. Cost share funds drawn down in the amount of \$288.37 (13.75 hours at \$20.8375 an hour) represent personnel costs under our approved Work Plan.
3. Cost share funds drawn down in the amount of \$539.17 (3 months at \$179.72416 a month) represent fringe benefits for the quarter under our approved Work Plan.
4. Cost share funds drawn down in the amount of \$399.87 represent contractual services and supplies under our approved Work Plan.
 - a) Contractual: NBAC: Anna Withrow's time on the project (4 hours at \$30.76 an hour): \$123.04
 - b) Supplies: Advertising costs for RFP : \$276.83

Total EPA funds accrued this quarter = \$2,067.90

Total cost-share leveraged funds accrued this quarter = \$1,227.41

Budget Table:

Expense Category	Approved EPA Budget	Approved Share Budget	EPA Expenses this Quarter (10-1-2018 thru 12-31-2018)	Share Expenses this Quarter (10-1-2018 thru 12-31-2018)	EPA Expense Cumulative	Share Expense Cumulative	Balance EPA	Balance Share
Personnel	-	\$8,627.00	-	\$288.37		\$3,141.88	-	\$5,485.12
Fringe	-	\$6,470.00	-	\$539.17		\$2,875.54	-	\$3,594.46
Travel	\$ 2,000.00	-	-	-	\$1,173.74	-	\$826.26	-
Equipment	--	-	-	-	-		-	-
Supplies	\$ 500.00	\$2,000.00	-	\$276.83	-	\$952.40	\$500.00	\$1,047.60
Contractual	\$197,500.00	\$23,000.00	\$2,067.90	\$123.04	\$39,419.92	\$9,059.45	\$158,080.08	\$13,940.55
Other	-	-	-	-	-		-	-
Total	\$200,000	\$40,097.00	\$2,067.90	\$1,227.41	\$40,593.66	\$16,029.27	\$159,406.34	\$24,067.73



Upshur County Sheriff's Financial Statement

For Period Ending: December 2018

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FUND NAME	BEGINNING BALANCE	CURRENT MONTH COLLECTIONS	ORDERS ISSUED	BALANCE PER BOOKS
FUND - 001 GENERAL COUNTY FUND	\$ 1,477,984.41	\$ 179,855.78	\$ (758,400.93)	\$ 899,439.26
FUND - 002 COAL SEVERANCE TAX FUND	\$ 13,462.07	\$ 0.10	\$ -	\$ 13,462.17
FUND - 003 DOG AND KENNEL FUND	\$ 47,324.73	\$ 874.85	\$ (4,244.91)	\$ 43,954.67
FUND - 004 GENERAL SCHOOL FUND	\$ 54,351.05	\$ 3,295.25	\$ (27,927.05)	\$ 29,719.25
FUND - 005 MAGISTRATE COURT FUND	\$ 6,145.65	\$ 1,074.50	\$ (531.92)	\$ 6,688.23
FUND - 006 WORTHLESS CHECK FUND	\$ 140,436.09	\$ 276.19	\$ -	\$ 140,712.28
FUND - 007 E-911 FUND	\$ 341,410.85	\$ 184,818.40	\$ (31,058.63)	\$ 495,170.62
FUND - 008 HOME CONFINEMENT FUND	\$ 48,005.91	\$ 3,617.48	\$ (4,113.06)	\$ 47,510.33
FUND - 013 CURRY PARK FUND	\$ 56,178.68	\$ 41.81	\$ (508.90)	\$ 55,711.59
FUND - 015 CURRY LIBRARY FUND	\$ 47,152.62	\$ 55.08	\$ (1,994.65)	\$ 45,213.05
FUND - 018 AIRPORT CONSTRUCTION FUND	\$ 0.10	\$ -	\$ -	\$ 0.10
FUND - 019 UPSHUR COUNTY FIRE FEE FUND	\$ 21,820.57	\$ 6,310.14	\$ (14,440.41)	\$ 13,690.30
FUND - 021 EE HEALTH CARE REIMBURSEMENT FUND	\$ 32,668.49	\$ 20,973.29	\$ (22,637.13)	\$ 31,004.65
FUND - 039 COAL REALLOCATION FUND	\$ 172,680.25	\$ 1.37	\$ (15,000.00)	\$ 157,681.62
FUND - 052 EMPLOYEE BENEFITS FUND	\$ 856,627.97	\$ 79,548.97	\$ (30,875.89)	\$ 905,301.05
FUND - 056 ASSESSOR'S VALUATION FUND	\$ 245,958.10	\$ 4,680.19	\$ (4,641.47)	\$ 245,996.82
FUND - 058 UP.CO.FIN.STBL.FUND	\$ 645,947.24	\$ 831.77	\$ -	\$ 646,779.01
FUND - 059 CONCEALED WEAPONS FUND	\$ 21,329.75	\$ 1,200.20	\$ (220.20)	\$ 22,309.75
FUND - 063 VOTER'S REGISTRATION FUND	\$ 5,141.19	\$ 108.86	\$ -	\$ 5,250.05
FUND - 071 JURY FUND	\$ 15,082.68	\$ -	\$ -	\$ 15,082.68
FUND - 073 SPECIAL LAW ENFRMNT INVESTIGATION FUND	\$ 2,485.19	\$ 0.02	\$ -	\$ 2,485.21
FUND - 078 CHILD EXCHANGE & VISITATION FUND	\$ 25,830.73	\$ -	\$ -	\$ 25,830.73
FUND - 079 SPAYING & NEUTERING FUND	\$ 48,632.61	\$ 1,250.00	\$ (300.00)	\$ 49,582.61
FUND - 080 COMM. CORR. FUND	\$ 182,417.10	\$ 19,595.03	\$ (10,619.70)	\$ 191,392.43
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	\$ -	\$ 28,063.00	\$ (28,063.00)	\$ -
FUND - 312 CRIMINAL CHARGES FUND	\$ -	\$ 1,560.73	\$ (1,560.73)	\$ -
FUND - 313 COURT REPORTER FUND	\$ -	\$ 43.03	\$ (43.03)	\$ -
FUND - 314 STATE FINES FUND	\$ -	\$ 14.00	\$ (14.00)	\$ -
FUND - 315 STATE POLICE FUND	\$ 5.00	\$ 325.00	\$ (325.00)	\$ 5.00
FUND - 316 STATE CURRENT FUND	\$ -	\$ 1,499.46	\$ (1,499.46)	\$ -
FUND - 317 COURTHOUSE FACILITIES IMPROVEMENT FUND	\$ -	\$ 300.00	\$ (300.00)	\$ -
FUND - 364 TAX LIEN FUND	\$ 337,364.99	\$ 1,283.08	\$ (3,922.89)	\$ 334,725.18
FUND - 365 DELQ & NONENT LAND	\$ 73,245.45	\$ 1,039.57	\$ (798.94)	\$ 73,486.08
FUND - 366 BOARD OF HEALTH FUND	\$ 332,461.95	\$ 29,398.28	\$ (25,557.09)	\$ 336,303.14
FUND - 369 WV DEPUTY SHERIFF'S RETIREMENT FUND	\$ 455.50	\$ 440.00	\$ (455.50)	\$ 440.00
FUND - 373 SCHOOL CURRENT FUND	\$ -	\$ 117,382.32	\$ (117,382.32)	\$ -
FUND - 374 SCHOOL EXCESS LEVY FUND	\$ -	\$ 59,122.07	\$ (59,122.07)	\$ -
FUND - 375 SCHOOL BOND FUND	\$ -	\$ -	\$ -	\$ -
FUND - 378 CITY CURRENT FUND	\$ -	\$ 15,727.91	\$ (15,727.91)	\$ -
FUND - 379 CITY VOTED LIBRARY FUND	\$ -	\$ 1,888.12	\$ (1,888.12)	\$ -
FINAL TOTALS	\$ 5,257,367.92	\$ 766,495.85	\$ (1,184,174.91)	\$ 4,839,688.86
BALANCE IN COUNTY DEPOSITORIES AT END OF MONTH:	\$ 5,170,338.26	\$ -	\$ -	\$ -
ORDERS/DEBITS OUTSTANDING:	\$ (823,229.15)			
DEPOSITS/CREDITS OUTSTANDING:	\$ 490,829.75			
NET BANK BALANCE	<u>\$ 4,837,938.86</u>			
PETTY CASH / CASH DRAWERS	\$ 1,750.00			
CASH SPECIAL INVESTIGATION FUND	\$ -			
ADJUSTMENT	<u>\$ -</u>			
TOTAL IN COUNTY DEPOSITORIES AND OFFICE:	<u>\$ 4,839,688.86</u>			

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

01/28/2019



Upshur County Sheriff's Financial Statement

For Period Ending: December 2018

Bank Balance Listing

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BANK NAME	ACCOUNT NAME	BANK BALANCE	OUTSTANDING CHECKS/DEBITS	OUTSTANDING DEPOSITS/CREDITS	BOOK BALANCE
FIRST COMMUNITY BANK					
	GENERAL COUNTY -MMA	\$ 745,041.15	\$ (5,517.28)	\$ 85,321.40	\$ 824,845.27
	COAL SEVERANCE-MMA	\$ 11,462.17	\$ -	\$ -	\$ 11,462.17
	E-911 -MMA	\$ 483,830.94	\$ -	\$ -	\$ 483,830.94
	CURRY PARK-MMA	\$ 53,139.70	\$ -	\$ 40.00	\$ 53,179.70
	CURRY LIBRARY-MMA	\$ 41,314.61	\$ -	\$ 25.90	\$ 41,340.51
	AIRPORT CONSTRUCTION-MMA	\$ -	\$ -	\$ -	\$ -
	ASSESSOR'S VALUATION-MMA	\$ 238,048.87	\$ -	\$ 4,136.16	\$ 242,185.03
	CONCEALED WEAPONS	\$ 22,284.95	\$ (220.20)	\$ 245.00	\$ 22,309.75
	GENERAL TAX ACCOUNT-MMA	\$ 173,945.64	\$ (282,749.98)	\$ 108,804.34	\$ -
	BOARD OF HEALTH-MMA	\$ 295,544.37	\$ -	\$ 758.77	\$ 296,303.14
	UPSHUR CO. FIRE FEE-IBCK	\$ 14,245.55	\$ (1,245.25)	\$ 690.00	\$ 13,690.30
	UP CO COAL REALLOCAT-IBCK	\$ 157,681.62	\$ -	\$ -	\$ 157,681.62
	EMPLOYEE BENEFITS-IBCK	\$ 905,301.05	\$ -	\$ -	\$ 905,301.05
	SP.LAW ENF.INVESTIG.-IBCK	\$ 2,485.21	\$ -	\$ -	\$ 2,485.21
	COMMUNITY CORR. FUND-IBCK	\$ 191,392.43	\$ -	\$ -	\$ 191,392.43
	PARKS/REC CLEARING ACCT	\$ -	\$ -	\$ -	\$ -
	ADDRESSING/MAPPING CLEARING	\$ -	\$ -	\$ -	\$ -
	GENERAL COUNTY PAYROLL-CK	\$ 179,571.50	\$ (156,915.22)	\$ 661.25	\$ 23,317.53
	TAX CLEARING ACCOUNT	\$ 27,750.04	\$ (31,469.92)	\$ 3,719.88	\$ -
	BOARD OF HEALTH-PAYROLL	\$ 21,248.17	\$ (1,248.17)	\$ -	\$ 20,000.00
	GENERAL COUNTY-CKNG	\$ 65,443.28	\$ (15,940.90)	\$ 24.08	\$ 49,526.46
	COAL SEVERANCE-CKNG	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
	DOG & KENNEL-CKNG	\$ 44,954.67	\$ (1,000.00)	\$ -	\$ 43,954.67
	GEN. CO. MISC-CKNG	\$ 36,407.48	\$ -	\$ -	\$ 36,407.48
	WORTHLESS CHECK FUND-CKNG	\$ 140,712.28	\$ -	\$ -	\$ 140,712.28
	E-911 -CNKG	\$ 35,406.28	\$ (24,066.60)	\$ -	\$ 11,339.68
	HOME DETENTION-IBCK	\$ 47,510.33	\$ -	\$ -	\$ 47,510.33
	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	\$ 5,250.05	\$ -	\$ -	\$ 5,250.05
	JURY-CKNG	\$ 15,987.26	\$ (904.58)	\$ -	\$ 15,082.68
	SPAY.& NEUTER. DEP. FUND	\$ 49,782.61	\$ (200.00)	\$ -	\$ 49,582.61
	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	\$ 9,206.80	\$ (12,943.00)	\$ 3,736.20	\$ -
	STATE CLEARING ACCOUNT-CK	\$ 435.00	\$ (460.00)	\$ 25.00	\$ -
	STATE POLICE FUND-CKNG	\$ 262.75	\$ (325.00)	\$ 67.25	\$ 5.00
	GENERAL TAX ACCOUNT-CKNG	\$ 1,642.07	\$ (284,105.59)	\$ 282,463.52	\$ -
	TAX LEIN FUND-CKNG	\$ 335,658.18	\$ (933.00)	\$ -	\$ 334,725.18
	DELQ & NON-ENTERED LAND	\$ 73,486.08	\$ -	\$ -	\$ 73,486.08
	BOARD OF HEALTH-CKNG	\$ 22,984.46	\$ (2,984.46)	\$ -	\$ 20,000.00
	WVDSRF-CKNG	\$ 329.00	\$ -	\$ 111.00	\$ 440.00
	BANK TOTAL	\$ 4,466,723.87	\$ (823,229.15)	\$ 490,829.75	\$ 4,134,324.47
PROGRESSIVE BANK					
	UP.CO.FIN.STBL.FUND-SV	\$ 646,779.01	\$ -	\$ -	\$ 646,779.01
	EE HEALTH CARE REIMB FUND	\$ 31,004.65	\$ -	\$ -	\$ 31,004.65
	UP.CO.FIN.STBL.FUND-CKNG	\$ -	\$ -	\$ -	\$ -
	CHILD EXCHG & VISIT CTR	\$ 25,830.73	\$ -	\$ -	\$ 25,830.73
	BANK TOTAL	\$ 703,614.39	\$ -	\$ -	\$ 703,614.39
SUMMARY:					
	TOTAL ALL BANKS	\$ 5,170,338.26	\$ (823,229.15)	\$ 490,829.75	\$ 4,837,938.86
	PETTY CASH / CASH DRAWERS				\$ 1,750.00
	CASH SPECIAL INVESTIGATION FUND				\$ -
	GRAND TOTAL				\$ 4,839,688.86



UPSHUR COUNTY COMMISSION

MONTHLY MILEAGE LOG

DEPARTMENT: Upshur 911

MONTH / YEAR: December 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	
GRAND TOTALS					0	0

UPSHUR

County, West Virginia

UPSHUR COUNTY COMMISSION

MONTHLY MILEAGE LOG

DEPARTMENT: Maintenance

MONTH / YEAR: Dec. 2018

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
Greg Harris	2008 Toyota Tundra	5TBBV541B8551	72,934	73,203	269	19
Mike Campbell		4917			0	16.4
Mike Haler					0	
Loretta Koone					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
GRAND TOTALS					269	35.4

$\mathcal{P}_1^{\text{opt}}$ $\mathcal{P}_2^{\text{opt}}$ $\mathcal{P}_3^{\text{opt}}$ $\mathcal{P}_4^{\text{opt}}$ $\mathcal{P}_5^{\text{opt}}$ $\mathcal{P}_6^{\text{opt}}$ $\mathcal{P}_7^{\text{opt}}$ $\mathcal{P}_8^{\text{opt}}$ $\mathcal{P}_9^{\text{opt}}$ $\mathcal{P}_{10}^{\text{opt}}$

U P S H U R

County, West Virginia

UPSHUR COUNTY COMMISSION

MONTHLY MILEAGE LOG

DEPARTMENT: Maintenance

MONTH / YEAR: Dec. 2018

[illegible]

UPSHUR

County, West Virginia

UPSHUR COUNTY COMMISSION

MONTHLY MILEAGE LOG

DEPARTMENT: Maintenance

MONTH / YEAR: Dec. 2018

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
GREG HARRIS	2010 Ford F-150	1FTFW1EV1AFC1	105822	105953	0	30.0
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	
GRAND TOTALS					131	30 0

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
B Shreves	2019 Chevy 2500	2GC2KREG1121064	9		0	0
Bshreves			567	643	143	25
			GRAND TOTALS		76	25

Dec-18

UPSHUR COUNTY SHERIFF - MILEAGE AND FUEL

(19)

Officer	Cruiser	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
DAVE COFFMAN - 900	2014 FORD EXPLORER	1FM5K8AR9EGA71008		N/A	N/A	N/A
MIKE KELLEY - 902	2010 FORD Explorer	1FM5K8AR8GGB44629	50135	51205	1070	71.1
MARK DAVIS - 903	2016 Ford Explorer	1FM5K8AR0GGB43426	51024	52205	1181	60.7
MARSHALL POWERS - 904	2016 Ford Explorer	1FM5K8AR4GGB44630	58200	59360	1160	92
CJ DAY - 905	2013 FORD TAURUS	1FAHP2M86DG157805	57602	57830	228	16.5
THERON CAYNOR - 906	2017 FORD EXPLORER (NEW)	1FM5K8AR4HGC90351	32136	33834	1698	60.1
DEWAINE LINGER - 907	2019 Ford Explorer	1FM5K8AR5KGA29379	120330	121084	754	81
RODNEY ROLENSON - 908	2017 FORD F-150 (NEW)	1FTEW1EFOHFA12892	21100	21100	0	0
ROCKY HEBB - 909	2017 FORD TAURUS	1FAHP2MK5HG119855	21035	22983	1948	129.5
TYLER CHIDESTER - 912	2012 Ford EXPEDITION	1FMJU1G50CEF29483	124308	126978	2670	155.5
TYLER GORDON - 913	2019 FORD TAURUS	1FAHP2MK4KG102939	21	2047	2026	171.9
SETH CUTRIGHT - 914	2012 FORD EXPEDITION	1FMJU1G59CEF29482	103895	104965	1070	137
BOBBY HAWKINS - 916	2010 FORD CROWN VICTORIA	2FABP7BV2AX1010650	131703	132922	1219	73
DANNY GOULD	Ford Crown Victoria 2010	2FABP7BV4AX100651	New hire	New hire	New hire	New hire
CRYSTAL LINGER - 917	2010 Ford Expedition	1FMJU1G52AEB66214	103127	103288	161	6
DUSTIN HOLLEN - 930	2009 FORD F-150	1FTRX14W39FA27159	169463	170493	1030	88.8
RODNEY ROLENSON (dc)	2005 CHEVROLET EQUINOX	2CNDL73F556160712	76333	77128	795	44
GRAND TOTAL					17,010	1187.1

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	2FAPP71V88X123105
2010 Ford Expedition	1FMJU1G52AEB66214

FOR SALE
FOR SALE

P. 001/001

FAX No. 304 472 4547

Upshur Co Sheriff WV

JAN/29/2019/TUE 01:11 PM

$$\frac{12}{12} \div \frac{3}{57}$$

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal)
	FOCUS		121894	121951	57	0
			121481	122023	72	0
			102023	122144	121	0
			122144	122194	50	0
			122194	122223	29	0
			122223	122289	66	0
			122289	122328	39	0
			122328	122383	55	0
			122383	122424	41	0
			122424	122461	37	0
			122461	122520	59	0
			122520	122564	44	0
			122564	122635	71	0
			122635	122702	67	0
			122702	122757	55	0
			122757	122825	68	0
						0
			GRAND TOTALS		920	0



U P S H U R

UPSHUR COUNTY COMMISSION

MONTHLY MILEAGE LOG

Department: Dog Pound

Month/Year: December 2018

[illegible]



CURRY COURIER

January 23, 2019

Volume 4, Number 3

12/26/2018 - 1/22/2019

ERATA: Last month, I failed to extend an thank you to Patricia Tolliver for her assistance at the Santa's Workshop program. Both my apology and thanks go out today.

• Library/Park Deposits

Copies: \$66.60
Faxes: \$1.50
Fines: \$3.60
Donations: \$0.00
Total Library: \$71.70

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

• Statistical Report

Users: 131
Computer Users: 2
Wireless Users: 16

Circulation: 261

Reference:

In House: 29
Phone: 35
Internet: 3
Campsites: 9
Pavilions: 0

Copies: 541
Faxes: 8
Library Cards: 0
Hunting Permits: 0

Books cataloged:
This reporting period 25
Total items cataloged 7411

STAFF REPORT

January is the month we catch our breath. Our last big program for 2018, the Curry Santa's Workshop Christmas is behind us and our thoughts turn to the annual report, Money Smart Week in April, and our "A Universe of Stories" Summer Reading fast on its heels. Time to work on the fund-raiser quilt (which is on the frame), repair the Story Trail panels, renovate restrooms (repairing water damage from 2018) catalog holdings, and search for grants.

While the weather has not been a challenging as in past years, sickness has taken a considerable toll on attendance in this shorter reporting period. Add to that recurring transportation issues for several regular users, and you have the formula for a chilly, wintery report. En-thusiasm for both the Christmas program and the quilting project has mitigated some of the sting. While we are down slightly from last month, we are consistent, even very slightly up from this same period last year. Circulation is up (2611171) encouragingly, however computer and visible WiFi use are both down, and for a third month we have not added any new patrons. We have begun transitioning the DVDs into their new storage arrangement and are beginning to plan our "A Universe of Stories" Summer Reading Program. As Judy Collins sang, "I'll learn to love the fallow way."

This reporting period has seen us apply for 2 grants: the Loleta D. Fyan grant and the Small Libraries Create Smart Spaces grant. Loleta Fyan, 1951-52 ALA President, bequeathed funds to ALA with the intent that "these funds be used for the development and improvement of public libraries and the services they provide." After reviewing past winners, this grant was submitted requesting \$3000.00 to acquire sufficient funds to complete the project of the Curry Coders Club begun last year. More information about this grant is available at <http://www.ala.org/aboutala/offices/ors/orsawards/fyanloletad/fyanloletad>.

During the first iteration of the Small Libraries Create Smart Spaces 15 small libraries (including my hometown library) were selected to participate in an online orientation and community of practice facilitated by WebJunction, OCLC's public library program. They worked with each other and their communities to reimagine and reconfigure their library spaces as hubs of active learning and engagement. Thanks to a supplemental IMLS (Institute of Museum and Library Services) grant, WebJunction will be able to guide 15 more small and rural libraries through the transformation process to create smart spaces. This grant involves including the community in the transformation process, something we have already been working on here at Curry. While we often hear feedback about bath houses, we have been working with our regular library users from the beginning with regard to what kind of programming they want/need at the library, what time works for

• Program Recap

Family Storytime:

3 programs: 15 children, 9 adults

Adult Yoga for Health

2 programs: 0 adults

Sit & Be Fit

2 programs: 0 adults

Quilting Fun!

2 meetings: 9 adults, 2 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 2019, please contact

Carrie Wallace:

304-472-0535

cwallace@upshurcounty.org

or me:

304-924-6724

jllwilliams@upshurcounty.org

FEBRUARY IS LIBRARY LOVERS
MONTH!

SPREAD THE LOVE AND
STOP IN, CHECK OUT
A BOOK OR MOVIE
AND ENJOY
OUR LOVELY LIBRARY!

them, and what can we do so they can take greater advantage of the library resources. The past year's discussion about a child safe space is very much in keeping with the spirit of this grant. The dollar amount of this grant will be predicated upon the final project and involves four phases beginning in March of 2019 and culminating in May of 2020. The idea of a child safe space that can evolve as our regular users grow and their needs change will serve as a starting point for our dialog with the community and will require a clear distinction between Library and Park with regard to this grant. More information about this grant can be found at: <https://www.webjunction.org/explore-topics/smart-spaces.html>.

Wondering about the Year in Review? The James W. Curry Public Library and Park Annual Report 2018 will be presented to the Upshur County Commission on February 14th, 2018 at 9:05 am. You are all invited to attend.

2019: THE YEAR AHEAD

UPCOMING EVENTS:

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, 2:00 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 "Leap into Science: Balance"

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, 2:00 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, 2:00 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, 2:00 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

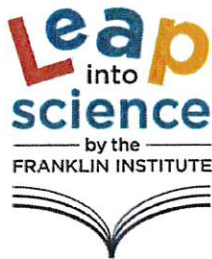
May 14th: Family Storytime, 5:45 pm "Arctic Explorer"

May 21st: Family Storytime, 5:45 pm "Mother Ocean"

May 23rd: Advisory Board Meeting – 10:00 am



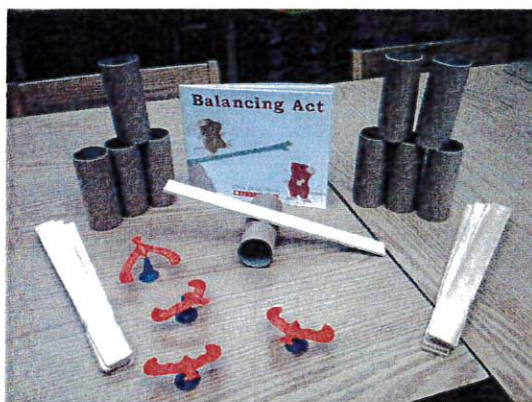
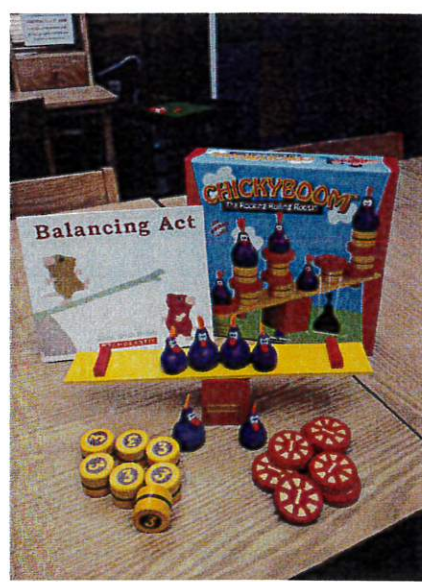
May 23rd: Fund Raising Committee Meeting, 11:30 am
May 27th: Library CLOSED in observance of Memorial Day
May 28th: Family Storytime, 5:45 pm "Get out and play!"
June 1st: Brooks Hill Community Building Pickin' on the Hill Blue Grass Festival
June 4th: Tentative start of "A Universe of Stories" Summer 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



On January 9th, I attended a seminar at the Green Bank Observatory. Leap into Science is a national program that integrates open-ended science activities with children's books for young children and their families. Resources include curriculum guides, activity materials and books, training videos, professional development sessions, a national network, and online support. More information can be found at <http://leap.fi.edu/>. The program I attended focused on the concept of "Balance" and provided training on how to utilize the tub full of resources we were provided to execute a STEM program for preschoolers, elementary schoolers, and families. I

had hoped to debut out "kit" at the Upshur County Day at the Legislature, but it was cancelled. West Virginia was one of the 15 states invited to join the National Leap into Science Network. Subsequent topics include "Wind & Air," and "Light & Shadows." As a returning educator, we will receive the new curriculum and web-based training from the Franklin Institute, but will need to assemble materials for ourselves (although there may be some changes regarding materials in the future). The pictures below show some of the materials included in the kit. We will be featuring this as a Family Storytime on Tuesday, February 26th, if you would like to join us at 5:45 pm. We will be looking for other outreach opportunities for this program for the coming year.





Thank you Franklin Institute Science Museum, Free Library of Philadelphia, National Science Foundation, Green Bank Observatory and Pocahontas County Libraries!

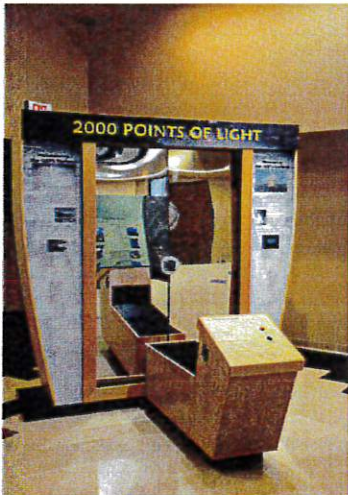


In the summer of 2019, 16,000 libraries across the country will celebrate space exploration in their summer reading programs. The slogan "A Universe of Stories" was chosen by library professionals and coincides with NASA's celebration of the 50th anniversary of the Apollo Moon Landing. On January 9th, I went to the Green Bank Observatory for the first time and can sum it up in a word – WOW!!!!

With a space theme for our summer reading, I would like to find a way to take our summer readers to see this amazing place and experience the huge interactive room called "Catching the Wave Exhibit Hall." This space is free to visitors of all ages and invites you, your family, and friends to explore the history and fundamentals of radio astronomy, all while having a blast! Although it is only about 62 miles from Selbyville to Green Bank, a bus ride would be much longer than the average hour and 35 minute travel time for cars. If we could provide a gas card to families, rendezvous at the Science Center, I think we could go a long way in encouraging kids toward STEM careers. More information can be found at <https://greenbankobservatory.org/visit/science-center/>. Sophie Knudsen, NRAO specialist has indicated she could help us arrange the outing when/if we are ready. Below are some pictures in case you have never been!

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!







February

2019




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
	JOIN US FOR A SPECIAL FAMILY STORYTIME ON TUESDAY, FEB 25TH TO EXPLORE THE SCIENCE OF "BALANCE" IN AN INTERACTIVE STEM PROGRAM HANDS-ON FUN!	COMING THIS SUMMER  "A UNIVERSE OF STORIES" SUMMER READING PROGRAM STORIES, CRAFTS, ACTIVITIES, PRIZES & MORE. SEATING LIMITED.	1	2		
3	4	FAMILY Storytime 5:45 PM "WETLANDS"	6	Sit and BeFit 2:00 PM	8	9
10	11	FAMILY Storytime 5:45 PM "FORECASTING"	12	ADULT YOGA FOR HEALTH 5:45 PM	14	16
17	18	FAMILY Storytime 5:45 PM "HIPPOPOTAMUS"	19	ADULT YOGA FOR HEALTH 5:45 PM	21	23
24	25	LIBRARY HAPPY PRESIDENTS DAY CLOSED	26	FAMILY Storytime 5:45 PM "BALANCE" SPECIAL INTERACTIVE PROGRAM	28	QUILTING FUN  SUPPORT CHILDREN'S PROGRAMMING COME OUT AND QUILT! OUR QUILT IS IN THE FRAME RAFFLE TICKETS AVAILABLE SOON \$1.00 EACH OR 6 FOR \$5.00

***Special Session of City Council of Buckhannon –9:00 a.m. in Council Chambers
Meeting Agenda for Monday, February 18, 2019***

- A. Call to Order**
 - A.1 Moment of Silence**
 - A.2 Pledge to the Flag of the United States of America**
- B. Working Session & Discussion**
 - B.1 Financial-Budget For Fiscal Year 2019-2020**
- C. Comments and Announcements**
 - C.1 Mary Albaugh**
 - C.2 Pamela Cuppari**
 - C.3 C J Rylands**
 - C.4 Robbie Skinner**
 - C.5 David Thomas**
 - C.6 Colin Reger**
- D. Mayor's Comments and Announcements**
- E. Adjournment**

POSTED 01/25/19

Upshur County Public Library Board of Trustees Meeting
December 19, 2018

The regular meeting of the Upshur County Public Library Board of Trustees was held on Wednesday, December 19, 2018 at 4:00 p.m. at the library. Board members in attendance were Dennis Xander, Michelle Strader, Carol Smith, 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 November meeting were approved.

The November financial reports were accepted.

Director's Report – see attachment

Correction – The contractor for the curbing does not have a back log of jobs but is being held up due to weather.

No revisions to the personnel manual were discussed.

There was discussion on whether the library should perform background checks on the employees. Carol stated the county does have background checks for new employees. No decision was made.

Paul reported that one of our employees, Michelle Cutright resigned because she felt she could not be a reliable employee during the winter months because of where she lived. Michelle has been a dependable and enthusiastic employee and has stated several times how much she loves her job. Instead of losing a good employee, Paul requested a two month leave of absence for Michelle. On a motion made by Michelle Strader and seconded by Carol, the board voted to grant a two month leave of absence to Michelle Cutright.

The board will do a six month review on Paul at the next board meeting.

Ann reported that the Friends are thinking ahead to the silent auction and raffle to be held at the annual ramp dinner.

The date of the next meeting was changed from the third Wednesday due to schedule conflicts and will be on Thursday, January 24 at 4:00 p.m.

The meeting was adjourned at 4:53 p.m.

Respectfully submitted,

Connie Cutright

Connie Cutright
Business Manager
(Recording Secretary)

Approved,

Dennis Xander

Dennis Xander
Board President