

Upshur County Commission Meeting Agenda

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Location of Meeting: Upshur County Courthouse Annex
Date of Meeting: February 7, 2019

- 9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
- January 25, 2019 – Canvassing Minutes
 - January 31, 2019
- 9:15 a.m. Bid opening, presentation and award – Upshur County Department of Homeland Security and Emergency Management LE SIRN Mobile Radio Project
- 9:45 a.m. Rob Hinton, Director of the Upshur County Development Authority – Request for allocation from the Coal Reallocation Fund for use towards the Booster Station project at the Upshur County Industrial Park.
- 1:00 p.m. Board of Review and Equalization Hearings at the Administrative Annex

Items for Discussion / Action / Approval:

1. Review and signature of correspondence to Todd Goddard, Community Development Representative, enclosing Community Development Block Grant – Small Cities Block Grant Request for Payment for the Elkins Road PSD Phase III Water System Improvements in the amount of \$41,352.40. This is for Request for Funds #11.* Page 5 -7
2. Appointment of the Sheriff of Upshur County as Administrator of the Estate of Patricia Lee Robinson, deceased.* Under separate cover
3. Discuss matters relating to the objection of the reopening of the Estate of Lois Dorothy Pickens, deceased.* Under separate cover
4. Due to the resignation of the Personal Representative and at the request of an heir, consider reappointing the Sheriff of Upshur County as the Administrator for the Estate of James Edward Jamison, deceased.* Under separate cover
5. Due to the resignation of the Personal Representative and at the request of an heir, consider appointing the Sheriff of Upshur County as the Administrator for the Estate of Linnie Geneva Jamison, deceased.* Under separate cover
6. Correspondence from Casey Gilbert, Buckhannon Volunteer Center Coordinator, requesting use of the Courthouse Annex foyer during the week of March 11-15 to serve as a drop off location for donations to support the Feminine Hygiene Drive. Donations will benefit the Upshur Cooperative Parish House, BUMS, BUHS and Blessing Boxes throughout the City.* Page 8
7. Correspondence from A.G. Trusler requesting reappointment to the Upshur County Building Commission. Upon approval, Mr. Trusler's new term will expire on November 10, 2023.* Page 9



8. Correspondence from Michael Quinn requesting reappointment to the James Curry Library and Park Advisory Board. Upon approval, Mr. Quinn's new term will expire on December 31, 2021.* Page 10
9. Correspondence from Seth Cutright, Deputy Sheriff, announcing his resignation effective February 16, 2019.* Under separate cover
Item may lead to Executive Session per WV Code §6-9A-4
10. Correspondence from Travis Anderson, E-911 telecommunicator, announcing his resignation effective February 18, 2019.* Under separate cover
Item may lead to Executive Session per WV Code §6-9A-4
11. Approve Invoices for Payment, Purchase Card Invoices for Payment, Budget Revisions / Financial Reports or Information, Correction of Erroneous Assessments, Exonerations/Refunds, Grant Updates / Requests for Reimbursements, Final Settlements, Vacation Orders, Consolidation of Land Tracts, Facility Maintenance Concerns or Updates, Road Name Requests, Project Reports / Updates, Request to Attend Meetings, Request for Day(s) Off.

For Your Information:

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

1. Correspondence from Joseph N. Geiger, Jr., Director of the WV Archives and History, announcing the award of \$10,737 to be used by the Assessor's office to scan and index various documents and for the Circuit Clerk's office to digitize chancery and law case files. Mr. Geiger is also requesting a response with the Commission's intent to pursue the records project. Page 11
2. Correspondence from Ora L. Ash, Deputy State Auditor, regarding the levy estimate (budget) 2019-2020, the Assessor's Valuation Fund approved percentages and a budget sequence of events. Page 12-17
3. NACo Prescription Drug Discount Card Program breakdown from 2015 to December 2018 Page 18
4. Statewide Transportation Improvement Program (STIP) FFY 2016-2021 Program Amendment #23 dated January 15, 2019. Page 19-22
5. Upshur County Building Permits for the month of January 2019 Page 23
6. Public Notices:
 - a. Newsletters and/or Event Notifications:
 - b. Agendas and/or Notice of Meetings:
 - Elkins Road PSD February 5, 2019 Page 24
 - City Council of Buckhannon February 7, 2019 Page 25
 - Upshur County Solid Waste Authority February 11, 2019 Page 26
 - c. Meeting Minutes:
 - 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

7. 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

8. Board of Review & Equalization Meeting Schedule

- 02/01/2019 1:00 p.m. – 3:00 p.m. No appointments ---Review Property Books
- 02/07/2019 1:00 p.m. – 3:00 p.m.
- 02/08/2019 1:00 p.m. – 3:00 p.m.

- 02/14/2019 9:00 a.m. – 11:00 a.m.*
9:30 a.m. – 3:00 p.m. Coal, Oil & Gas and Industrial Appointments
- 02/15/2019 9:00 a.m. – 11:00 a.m. Adjournment

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*These meetings will take place at the Upshur County Administrative Annex with the exception of February 14th**

Tabled Items

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

1. 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.

The County Commission will sit as the Board of Review & Equalization beginning at 1:00 p.m. on the 1st day of February, 2019, and shall continue until the work is complete but will adjourn no later than the close of business on the 15th day of February, 2019.

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

The regularly scheduled Commission Meeting scheduled for Thursday, February 28, 2019 has been CANCELLED

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UPSHUR COUNTY COMMISSION
Upshur County Administrative Annex
91 West Main Street, Suite 101 ▪ Buckhannon, West Virginia 26201
Equal Opportunity Employer (EOE)

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

TDD Numbers
Business: 472-9550

February 7, 2019

Mr. Todd Goddard
Community Development Representative
WV Development Office
Building 3, Suite 700
1900 Kanawha Boulevard, East
Charleston, WV 25305-0311

**RE: Upshur County Commission—Elkins Road PSD Phase III Water System Improvements
Small Cities Block Grant Project #16SCBG0008
Request for Funds #11**

Dear Mr. Goddard:

In accordance with the drawdown procedures established by the State, this letter of transmittal contains a progress report on the above-referenced project to support the enclosed Request for Payment:

1. **Administration**— The environmental review was submitted and approved on September 21, 2018. The sponsor received a binding commitment of their IJDC funds on January 3, 2019 and the project team is currently working toward receiving the authorization to bid. Amount requested is \$19,433.65.
2. **Engineering**— Study and Report Phase is 100% complete, preliminary design phase is 100% complete and final design is 85% complete. Amount requested is \$21,918.75.

The total amount of this request is \$41,352.40. If you have any questions or comments, please contact our project administrators at 304-472-6564.

Sincerely,

Samuel R. Nolte
President

Enclosure

**Community Development Block Grant - CDBG Program
REQUEST FOR PAYMENT**



TO: West Virginia Development Office
Building 3, Suite 700
1900 Kanawha Boulevard, East
Charleston, WV 25305-0311
304-558-2234 304-558-3248

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

Project Name:	Elkins Road PSD Phase III Water System Improvements	Project #:	16SCBG0008
Drawdown #:	11	% of Project Complete:	8.8%
Time Period Covered by this Request:	10/5/2018	TO	2/7/2019
Amount of CDBG Funds on hand at the time of this Request:	\$ -		

COST CATEGORIES	APPROVED BUDGET AMOUNT	AMOUNT REQUESTED TO DATE	AMOUNT REQUESTED THIS DRAW	TOTAL AMOUNT REQUESTED	AMOUNT DISBURSED TO DATE	BALANCE
Administration	\$ 100,000.00	\$ -	\$ 19,433.65	\$ 19,433.65	\$ -	\$ 80,566.35
Arch/Engineering	\$ 263,434.00	\$ 90,709.50	\$ 21,918.75	\$ 112,628.25	\$ 90,709.50	\$ 150,805.75
Land Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 1,136,566.00	\$ -	\$ -	\$ -	\$ -	\$ 1,136,566.00
Permits/Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Accounting	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Legal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUB-TOTAL:	\$ 1,500,000.00	\$ 90,709.50	\$ 41,352.40	\$ 132,061.90	\$ 90,709.50	\$ 1,367,938.10
Less Income						
TOTAL:	\$ 1,500,000.00	\$ 90,709.50	\$ 41,352.40	\$ 132,061.90	\$ 90,709.50	\$ 1,367,938.10

PROGRESS REPORT: REQUEST FOR PAYMENT WILL NOT BE PROCESSED WITHOUT DETAILED PROGRESS REPORT

Administration— The environmental review was submitted and approved on September 21, 2018. The sponsor received a binding commitment of their IJDC funds on January 3, 2019 and the project team is currently working toward receiving the authorization to bid. Amount requested is \$19,433.65.

Engineering— Study and Report Phase is 100% complete, preliminary design phase is 100% complete and final design is 85% complete. Amount requested is \$21,918.75.

I certify costs claimed by this report are correct and just and based upon actual requirements; that work and services are in accordance with the approved project agreement; and that work and services are satisfactory and consistent with the amount claimed. Supporting documents are attached to verify costs claimed and are available locally for audit and inspection. City, county, or other direct recipients of funds are not involved in any court litigation or lawsuit involving any applicable laws contained in the grant contract.

Chief Elected Official - Original Signature Required

Date

Print or Type Name & Title: Samuel R. Nolte, Upshur County Commission President

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#	PAYEE/ VENDOR	COST CATEGORY DESCRIPTION	VENDOR INVOICE NUMBER	INVOICE DATE	TOTAL INVOICE AMOUNT	TOTAL CDBG AMOUNT
1	Chapman Technical	Engineering Services	0017667	9/30/18	10,280.00	3,084.00
2	Chapman Technical	Engineering Services	0017723	10/31/18	10,280.00	3,084.00
3	Chapman Technical	Engineering Services	0017782	11/30/18	30,840.00	9,252.00
4	Chapman Technical	Engineering Services	0017839	12/31/18	21,662.50	6,498.75
=	Category Total	Engineering Services	***	***	***	<u>21,918.75</u>
5	Region VII PDC	Administration Services	394-1	2/7/2019	19,433.65	19,433.65
=	Category Total	Administration Services	***	***	***	<u>19,433.65</u>
=	RFP TOTAL AMOUNT				\$ 92,496.15	<u>\$ 41,352.40</u>



January 29, 2019

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

To Whom It May Concern,

The City of Buckhannon, Buckhannon Volunteer Center (BVC), and WVWC WE LEAD Gender Equality Team have come together to hold a Feminine Hygiene Drive. During the week of March 11-15, these organizations will be collecting donations from members of the Upshur County community. Accepted donations include: tampons, pads, panty liners, and sanitary wipes. All donations will benefit the Upshur Cooperative Parish House, Buckhannon-Upshur Middle School, Buckhannon-Upshur High School, and Blessing Boxes throughout the city.

The Buckhannon Volunteer Center's goal is to make connections and promote a positive community through kindness and volunteerism. We intend to partner with the WVWC WE LEAD Gender Equality team, which held a Feminine Hygiene Drive during March of 2018. Collectively, the group collected 225 items from the WVWC community. This year, the Buckhannon Volunteer Center wanted to get involved, so we have partnered to reach more of the Buckhannon community.

As a valuable part of our community, we would like to have a donation box located in the Courthouse Annex Foyer. Currently, our drop off locations include: WVWC Center for Community Engagement, Buckhannon City Hall, and Kroger Grocery Store. The Courthouse is a central location that would be easy for community members to access when donating supplies. The BVC and WVWC Gender Equality Team would appreciate your support!

If you have any questions about getting involved, please contact bavolunteer@buckhannonwv.org, call the number below, or visit us at City Hall.

Yours Sincerely,

Buckhannon Volunteer Center
Casey Gilbert, BVC Coordinator
Elizabeth Stover, BVC Service Scholar
70 E. Main Street
Buckhannon, WV 26201
(304) 472-1651 ext. 1052
bavolunteer@buckhannonwv.org

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February 1, 2019

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

RE: Reappointment to the Upshur County Building Commission

Commissioners,

This letter serves as my official request for reappointment to the Upshur County Building Commission. My term expired on November 11, 2018 and I would appreciate the opportunity to continue to serve on this board. This reappointment would be for a five year term to expire on November 10, 2023.

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

Sincerely,

A. G. Trusler

(10)

February 1, 2019

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

RE: Commission Appointment to the James Curry Library and Park Advisory Board

Commissioners,

This letter serves as my official request for reappointment to the James Curry Library and Park Advisory Board. My term expired on December 31, 2018 and I would appreciate the opportunity to continue to serve on this board. This reappointment would be for a three year term to expire on December 31, 2021.

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

Sincerely,

Michael Quinn

A handwritten signature in blue ink, appearing to read "Michael Quinn", with a stylized flourish at the end.

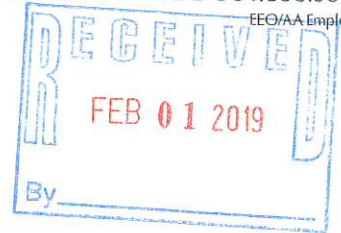


The Culture Center
1900 Kanawha Blvd., E.
Charleston, WV 25305-0300

Randall Reid-Smith, Commissioner

Phone 304.558.0220 • www.wvculture.org
Fax 304.558.2779 • TDD 304.558.3562

EEO/AA Employer



February 1, 2019

The Honorable Samuel Nolte, President
Upshur County Commission
38 West Main Street, Room 302
Buckhannon, West Virginia 26201

Dear President Nolte:

The Records Management and Preservation Board recently reviewed your county records grant application and approved a grant award of \$10,737 to the Upshur County Commission to be used as follows:

Assessor: \$5,737 for personnel costs to scan and index coal and railroad maps, personal property assessments, property review and transfer documents using the county's records management system.

Circuit Clerk: \$5,000 to digitize chancery and civil order books (1852-1992). It is the responsibility of the county and office holder to verify the digital images are exact duplicates of the original records and to provide copies of all images in JPEG or TIFF format to the State Archives. The images provided will not be retained beyond the life of the storage device.

On behalf of the Board, we ask that you respond within fifteen days from the date of this letter with your intent to pursue your records project. Please direct your written reply to me by postal mail or e-mail (joe.n.geiger@wv.gov). **This is only an unofficial offer of funding and no activities relating to the grant should be undertaken based on this letter.** The county must provide cash matching funds of at least ten percent for all grant expenditures. This grant would be for the fiscal year July 1, 2019-June 30, 2020.

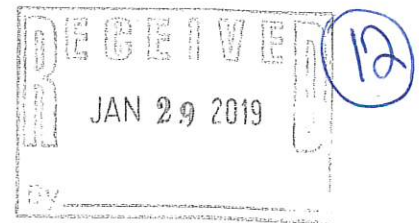
The Records Management and Preservation Board's grant program functions in accordance with Legislative Rule Title 100 Series 1 (100CSR1) and the grant information and application issued September 2018. If you do not think the Board considered and acted fairly on your grant submission, an appeals process is outlined in 100CSR1, 5.8, which is available on-line at <http://www.wvculture.org/history/rmpb/rmpb100-1.html>. If you have any questions regarding the grant appeal process, or if we can provide any technical assistance to address your immediate records management needs, please contact us by telephone at (304) 558-0230, e-mail, or at the postal address provided below.

Sincerely,

A handwritten signature in blue ink, appearing to read "Joseph N. Geiger Jr.".

Joseph N. Geiger Jr., Director
West Virginia Archives and History

cc: Carrie Wallace, County Administrator
Brian Gaudet, Circuit Clerk
Dustin Zickefoose, Assessor



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

State of West Virginia
John B. McCuskey
State Auditor

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

January 28, 2019

TO: ALL COUNTY COMMISSIONS AND COUNTY CLERKS
STATE OF WEST VIRGINIA

RE: LEVY ESTIMATE (BUDGET) 2019-2020

In accordance with W. Va. Code § 11-8-10, as amended, each county commission is required to submit an estimate of revenues and expenditures to the State Auditor for approval. We have posted on our web-site the official Levy Estimate-Budget Document prescribed by our office. The web-site location is: www.wvsao.gov.

We have continued to refine and improve our procedures, which will further automate the budget process. If this format is completed correctly, it will perform several checks and alert you of some potential errors or omissions. The instructions in the budget will give you more details concerning the format. We have also posted on our web-site step-by-step instructions for completing and filling out the forms. These procedures will also be covered in our "County Budget Workshops."

If the entity uses the electronic format, the budget may be submitted to our office for approval via email. **The budget must be submitted by the county clerk or his/her designated employee and so stated in the email.** Submitting the budget via email will facilitate the approval process and allow us to respond to you more quickly. **There is a certification statement and recap sheet included in the budget that must be completed, signed, and forwarded to our Clarksburg office by the county clerk.**

Submitting the budget via email is only an option. **The entity may continue to submit a hard copy of the approved budget to the Clarksburg office.** However, we recommend that this file be completed and submitted to the WWSAO electronically via e-mail. **Please do not submit both electronically and by mail.**

If incorrect and/or outdated forms are submitted to our office, your levy estimate-budget may be returned for correction and will not be considered received until the correct forms are submitted.

We have enclosed a "Sequence of Events" that will assist you in understanding and meeting the timeframes involved in the budget process.

The Property Valuation Training and Procedures Commission met on January 24, 2019, for the purpose of reviewing and subsequently approving the FY 2019-2020 assessor's valuation fund budget for each of the 55 counties. Enclosed in this mailing are the percentages approved for funding the assessor's valuation fund.

A manual titled "County Government Guideline to the Budget Process" has been prepared to assist counties in preparing their budgets. We have made them available to county officials that have attended our budget workshops. It is also available and can be downloaded from our website, www.wvsao.gov.

To access budget information, select the following links:

Local Government
County Forms and Document

Please feel free to contact this office at any time if we may be of further assistance. The telephone numbers and extensions are:

Telephone Numbers		Extension
Clarksburg Local	304-627-2415	Ora Ash 5114
Toll Free:	877-982-9148	Shellie Humphrey 5119
Charleston Switchboard	304-558-2261	Tiffany Hess 5118

Sincerely,



Ora L. Ash, Deputy State Auditor
Local Government Services Division

Enclosures: Budget Sequence of Events
Assessor Valuation Percentages

**WEST VIRGINIA
COUNTY LEVY ESTIMATE
OFFICIAL BUDGET SEQUENCE OF EVENTS**



**Prescribed and furnished by
West Virginia State Auditor's Office**

West Virginia State Auditor's Office
Local Government Services
153 West Main Street, Suite C, Clarksburg, West Virginia 26301
Phone: 304-627-2415 / Toll Free 1-877-982-9148

Sequence of Events

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A THOROUGH STUDY OF THE FORMS AND CAREFUL PREPARATION OF THE BUDGET DOCUMENT WILL SAVE TIME, LABOR, AND INCONVENIENCE TO ALL CONCERNED. YOUR ATTENTION TO THE FOLLOWING SUGGESTIONS WILL PROVE HELPFUL.

BUDGET MEETINGS:

Between March 7 and March 28 of each year, the County Commission must meet to construct the budget for the next fiscal year. During this period, every elected official, governmental agency, and organization seeking financial support, must appear before the County Commission to list the projected requirements for the coming year.

SUBMITTING BUDGET:

If the entity uses the electronic format, the budget may be submitted to our office for approval via email. The budget must be submitted by the county clerk or his/her designated employee and so stated in the email. Submitting the budget via email will facilitate the approval process and allow us to respond to you more quickly. There is a certification statement and recap sheet included in the budget that still must be completed, signed, and forwarded to our Clarksburg office by the county clerk.

Submitting the budget via email is only an option. The entity may still continue to submit a hard copy of the approved budget to the Clarksburg office. However, we recommend that this file be completed and submitted to the WVS AO electronically via e-mail. Please do not submit both electronically and by mail.

If you choose to file electronically, please use the following e-mail address:

lgs@wvsao.gov

Any budget documents being mailed to us must be mailed to the Clarksburg office at:

West Virginia State Auditor's Office
Local Government Services
153 West Main Street, Suite C
Clarksburg, WV 26301

The Levy Estimate-Budget must be submitted to our **Clarksburg office** between **March 7** and **March 28**. The meeting at which the governing body adopts the budget will stand adjourned until the third Tuesday in April (April 16)

PUBLICATION OF BUDGET DOCUMENT:

After County Commission adopts the Budget, the entity must begin publication. The Budget Document must be published once a week for two consecutive weeks in TWO (2) newspapers of general circulation and of opposite politics published in the area. If the area has only one such newspaper, publish in only that newspaper for two weeks. Immediately after the commission adopts the Budget, each elected official should receive a copy of their detailed request for appropriation outlining the amount the county commission has approved for the operation of their respective office.

AUDIT AND REVIEW BY THE STATE AUDITOR:

The State Auditor's Office will audit and review the Budget Document. Prior to the third Tuesday in April, the Auditor's Office will notify the entity by letter of the results of this audit and review. **If the auditor's office requires any changes, these changes must be made immediately and the auditor's office notified of the changes.**

LAYING THE LEVY:

Each entity **MUST MEET** on the **THIRD TUESDAY IN APRIL**, to officially lay the levy. This entails the hearing of objections and the adoption of the levy rates to be used during the next fiscal year. An original certified copy of the Levy Order and Rate Sheet must be completed, signed, and forwarded to the State Auditor's Local Government Services Division within three (3) days after the third Tuesday in April.

Assessor's Valuation fund % for FY 2019-2020

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County	2019-20 Approved
Barbour	2%
Berkeley	2%
Boone	2%
Braxton	2%
Brooke	1.75%
Cabell	0.80%
Calhoun	2%
Clay	2%
Doddridge	1.00%
Fayette	2%
Gilmer	2%
Grant	1.80%
Greenbrier	2%
Hampshire	2%
Hancock	1.50%
Hardy	1.80%
Harrison	2%
Jackson	2%
Jefferson	1.80%
Kanawha	2%
Lewis	2%
Lincoln	2%
Logan	2%
Marion	1.55%
Marshall	1.00%
Mason	2%
McDowell	2%
Mercer	2%
Mineral	2%
Mingo	2%
Monongalia	2%
Monroe	2%
Morgan	2%
Nicholas	1.50%
Ohio	2%
Pendleton	2%
Pleasants	1.70%
Pocahontas	2%
Preston	2%
Putnam	2%
Raleigh	1.85%
Randolph	2%
Ritchie	2%
Roane	2%
Summers	1.50%
Taylor	2%
Tucker	1.50%
Tyler	2%
Upshur	2%
Wayne	2%
Webster	2%
Wetzel	1.50%
Wirt	2%
Wood	2%
Wyoming	2%

Logout

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NACo Live Healthy Prescription Discount Program

Go Back

 PRESCRIPTION, DENTAL AND HEALTH
DISCOUNT PROGRAMS FOR RESIDENTS

UPSHUR COUNTY, WV

		% OF		% OF	AVERAGE		RETAIL	AVERAGE		% OF	TOTAL		
		PLAN	RETAIL	RETAIL	MEMBER	MEMBERS	RETAIL	RETAIL	PRICE	PRICE	UTILIZERS		
		TOTAL	PRICE	PRICE	COST	COST	SUBMITTED	SUBMITTED	SAVINGS	SAVINGS			
		PRICE	PRICE	PRICE			PRICE	PRICE					
2018													
DECEMBER	4	2	50.00%	2	50.00%	\$ 165.26	\$ 41.32	\$ 268.22	\$ 67.06	\$ 102.96	38.00%	3	
NOVEMBER	4	0	0.00%	4	100.00%	\$ 150.17	\$ 37.54	\$ 164.47	\$ 41.12	\$ 14.30	8.00%	2	
OCTOBER	4	2	50.00%	2	50.00%	\$ 298.68	\$ 74.67	\$ 373.96	\$ 93.49	\$ 75.28	20.00%	2	
SEPTEMBER	5	1	20.00%	4	80.00%	\$ 111.73	\$ 22.35	\$ 188.88	\$ 37.78	\$ 77.15	40.00%	3	
AUGUST	4	2	50.00%	2	50.00%	\$ 513.76	\$ 128.44	\$ 591.22	\$ 147.81	\$ 77.46	13.00%	4	
JULY	4	2	50.00%	2	50.00%	\$ 560.77	\$ 140.19	\$ 676.22	\$ 169.06	\$ 115.45	17.00%	4	
JUNE	3	1	33.00%	2	66.00%	\$ 248.68	\$ 82.89	\$ 269.17	\$ 89.72	\$ 20.49	7.00%	2	
MAY	5	0	0.00%	5	100.00%	\$ 81.46	\$ 16.29	\$ 81.46	\$ 16.29	\$ 0.00	0.00%	3	
APRIL	3	1	33.00%	2	66.00%	\$ 114.59	\$ 38.20	\$ 167.99	\$ 56.00	\$ 53.40	31.00%	3	
MARCH	13	5	38.00%	8	61.00%	\$ 649.73	\$ 49.98	\$ 877.76	\$ 67.52	\$ 228.03	25.00%	5	
FEBRUARY	1	0	0.00%	1	100.00%	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ 0.00	0.00%	1	
JANUARY	3	1	33.00%	2	66.00%	\$ 114.59	\$ 38.20	\$ 198.99	\$ 66.33	\$ 84.40	42.00%	3	
2017													
DECEMBER	4	0	0.00%	4	100.00%	\$ 158.43	\$ 39.61	\$ 158.43	\$ 39.61	\$ 0.00	0.00%	2	
NOVEMBER	10	1	10.00%	9	90.00%	\$ 158.99	\$ 15.90	\$ 227.55	\$ 22.76	\$ 68.56	30.00%	4	
OCTOBER	13	4	30.00%	9	69.00%	\$ 594.30	\$ 45.72	\$ 760.69	\$ 58.51	\$ 166.39	21.00%	4	
SEPTEMBER	12	3	25.00%	9	75.00%	\$ 138.80	\$ 11.57	\$ 160.32	\$ 13.36	\$ 21.52	13.00%	4	
AUGUST	13	0	0.00%	13	100.00%	\$ 161.34	\$ 12.41	\$ 161.34	\$ 12.41	\$ 0.00	0.00%	4	
JULY	9	2	22.00%	7	77.00%	\$ 270.34	\$ 30.04	\$ 371.48	\$ 41.28	\$ 101.14	27.00%	3	
JUNE	5	2	40.00%	3	60.00%	\$ 164.17	\$ 32.83	\$ 203.66	\$ 40.73	\$ 39.49	19.00%	3	
MAY	6	1	16.00%	5	83.00%	\$ 178.59	\$ 29.77	\$ 187.47	\$ 31.25	\$ 8.88	4.00%	2	
APRIL	7	5	71.00%	2	28.00%	\$ 760.61	\$ 108.66	\$ 997.39	\$ 142.48	\$ 236.78	23.00%	3	
MARCH	13	5	38.00%	8	61.00%	\$ 431.16	\$ 33.17	\$ 572.11	\$ 44.01	\$ 140.95	24.00%	3	
FEBRUARY	8	4	50.00%	4	50.00%	\$ 745.79	\$ 93.22	\$ 958.10	\$ 119.76	\$ 212.31	22.00%	4	
JANUARY	5	3	60.00%	2	40.00%	\$ 258.18	\$ 51.64	\$ 431.04	\$ 86.21	\$ 172.86	40.00%	3	
2016													
DECEMBER	7	5	71.00%	2	28.00%	\$ 261.71	\$ 37.39	\$ 497.25	\$ 71.04	\$ 235.54	47.00%	2	
NOVEMBER	9	1	11.00%	8	88.00%	\$ 331.43	\$ 36.83	\$ 424.14	\$ 47.13	\$ 92.71	21.00%	5	
OCTOBER	13	5	38.00%	8	61.00%	\$ 470.89	\$ 36.22	\$ 703.59	\$ 54.12	\$ 232.70	33.00%	5	
SEPTEMBER	11	2	18.00%	9	81.00%	\$ 190.36	\$ 17.31	\$ 207.64	\$ 18.88	\$ 17.28	8.00%	3	
AUGUST	9	1	11.00%	8	88.00%	\$ 279.44	\$ 31.05	\$ 300.03	\$ 33.34	\$ 20.59	6.00%	4	
JULY	10	5	50.00%	5	50.00%	\$ 552.27	\$ 55.23	\$ 769.48	\$ 76.95	\$ 217.21	28.00%	4	
JUNE	6	2	33.00%	4	66.00%	\$ 311.25	\$ 51.88	\$ 343.62	\$ 57.27	\$ 32.37	9.00%	4	
MAY	9	3	33.00%	6	66.00%	\$ 325.40	\$ 36.16	\$ 467.01	\$ 51.89	\$ 141.61	30.00%	5	
APRIL	4	1	25.00%	3	75.00%	\$ 141.36	\$ 35.34	\$ 241.98	\$ 60.50	\$ 100.62	41.00%	4	
MARCH	15	3	20.00%	12	80.00%	\$ 472.59	\$ 31.51	\$ 543.29	\$ 36.22	\$ 70.70	13.00%	5	
FEBRUARY	13	7	53.00%	6	46.00%	\$ 727.41	\$ 55.95	\$ 1,069.62	\$ 82.28	\$ 342.21	31.00%	8	
JANUARY	8	4	50.00%	4	50.00%	\$ 278.25	\$ 34.78	\$ 424.76	\$ 53.10	\$ 146.51	34.00%	5	
2015													
DECEMBER	15	6	40.00%	9	60.00%	\$ 327.49	\$ 21.83	\$ 408.69	\$ 27.25	\$ 81.20	19.00%	7	
NOVEMBER	10	5	50.00%	5	50.00%	\$ 497.71	\$ 49.77	\$ 664.52	\$ 66.45	\$ 166.81	25.00%	6	
OCTOBER	7	2	28.00%	5	71.00%	\$ 211.60	\$ 30.23	\$ 238.74	\$ 34.11	\$ 27.14	3.88	11.00%	6
SEPTEMBER	22	8	36.00%	14	63.00%	\$ 388.44	\$ 17.66	\$ 477.70	\$ 21.71	\$ 89.26	4.06	18.00%	8
AUGUST	11	3	27.00%	8	72.00%	\$ 199.32	\$ 18.12	\$ 237.53	\$ 21.59	\$ 38.21	3.47	16.00%	6
JULY	13	4	30.00%	9	69.00%	\$ 237.36	\$ 18.26	\$ 290.36	\$ 22.34	\$ 53.00	4.08	18.00%	6
JUNE	16	7	43.00%	9	56.00%	\$ 305.12	\$ 19.07	\$ 378.72	\$ 23.67	\$ 73.60	4.60	19.00%	8
MAY	14	7	50.00%	7	50.00%	\$ 273.32	\$ 19.52	\$ 380.42	\$ 27.17	\$ 107.10	7.65	28.00%	7
APRIL	11	3	27.00%	8	72.00%	\$ 281.40	\$ 25.58	\$ 320.58	\$ 29.14	\$ 39.18	3.56	12.00%	9
MARCH	12	4	33.00%	8	66.00%	\$ 348.40	\$ 29.03	\$ 422.54	\$ 35.21	\$ 74.14	6.18	17.00%	5
FEBRUARY	20	9	45.00%	11	55.00%	\$ 679.83	\$ 33.99	\$ 933.94	\$ 46.70	\$ 254.11	12.71	27.00%	11
JANUARY	15	7	46.00%	8	53.00%	\$ 581.28	\$ 38.75	\$ 705.57	\$ 47.04	\$ 124.29	8.29	17.00%	9
2014													
DECEMBER	14	4	28.00%	10	71.00%	\$ 677.62	\$ 48.40	\$ 875.26	\$ 62.52	\$ 197.64	14.12	22.00%	9
NOVEMBER	11	4	36.00%	7	63.00%	\$ 206.74	\$ 18.79	\$ 280.71	\$ 25.52	\$ 73.97	6.72	26.00%	6



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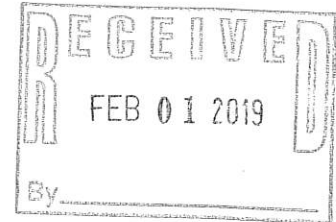
WEST VIRGINIA DEPARTMENT OF TRANSPORTATION
Division of Highways

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

Thomas J. Smith, P. E.
Secretary of Transportation/
Commissioner of Highways

January 25, 2019

TO: All District Engineer/Managers
THRU: HP *HP*
FROM: PP
SUBJECT: Statewide Transportation Improvement Program
(STIP) Amendment



One requirement of the current legislation is that STIP amendments be made available for a public review/comment period. Recent legal advertisements and/or press releases have informed the public that a modified listing of proposed amendments to the STIP is available for inspection at each of the following locations: WVDOH District Headquarters, Metropolitan Planning Organization Offices, Regional Planning and Development Councils, County Commission Offices, and Main County Libraries.

Accordingly, if anyone comes to your office and wishes to review the attached list of projects, please make it available until February 4, 2019. If anyone wishes to comment on the projects, please instruct them to do so, in writing, to my office by February 4, 2019.

Comments on the projects should be addressed to:

Mr. Ryland W. Musick, Jr., M. S., P. E.
Director, Programming Division
Building 5, Room A-430
1900 Kanawha Boulevard, East
Charleston, West Virginia 25305-0430

Thank you for your assistance in this matter. Should you have any questions, please feel free to contact my office at (304) 558-3114.

RWM:MI

Attachment

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

bcc: HP, PP



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WEST VIRGINIA DEPARTMENT OF TRANSPORTATION
Division of Highways

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

Thomas J. Smith, P. E.
Secretary of Transportation/
Commissioner of Highways

January 25, 2019

To Whom It May Concern:

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

All written comments are to be received no later than February 4, 2019 and should be addressed to:

Mr. Ryland W. Musick, Jr., M. S., P. E.
Director, Programming Division
West Virginia Division of Highways
Building 5, Room A-430
1900 Kanawha Boulevard, East
Charleston, West Virginia 25305-0430

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

Sincerely,

Aaron C. Gillispie, P. E.
State Highway Engineer/
Acting Deputy State Highway Engineer –
Programming and Planning

RLP:MI

Attachment

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

bcc: HP, PP

STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM

21

CHARLESTON – The West Virginia Department of Transportation (WVDOH), has a proposed amendment to the presently approved 2016–2021 Statewide Transportation Improvement Program (STIP).

A copy of the proposed amendment may be reviewed at the WVDOH headquarters in Charleston or District offices in Charleston, Huntington, Parkersburg, Clarksburg, Burlington, Moundsville, Weston, Elkins, Lewisburg or Princeton. They may also be viewed at the offices of the Regional Planning and Development Councils, Metropolitan Planning Organizations, County Commissions and Main County Libraries throughout the State.

Written comments should be addressed to Mr. Ryland W. Musick, Jr., M. S., P. E., Director of our Programming Division, WVDOH, 1900 Kanawha Boulevard East, Building 5, Room A-430, Charleston, West Virginia 25305-0430. All written comments on this document should be received on or before February 4, 2019.

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

COUNTY	FFY	DISTRICT	GROUP	FUNDING OBLIGATION DATE	FUND TYPE	PHASE	ROUTE	PROJECT NAME	TYPE OF WORK	STATE PROJ. NUMBER	FEDERAL PROJECT NUMBER	FEDERAL DOLLAR COST	TOTAL PHASE COST	FEDERAL COST CHANGE
PROJECT COMMENTS														
TYLER	2019	6		4/28/2019	NHPP	CON	WV002	SISTERSVILLE	RESURFACE	S348 2 00908 00	NHPP0002600D	\$580,000	\$725,000	\$0
2016-2021 AMD 23 - ADD NEW PROJECT														
WEBSTER	2019	7		4/28/2019	STP	CON	WV015	FLATWOODS - DIANA RD	RESURFACE	S351 15 00435 00	STP0015114D	\$480,000	\$600,000	\$0
2016-2021 AMD 23 - ADD NEW PROJECT														
WOOD	2019	3	INFO	4/28/2019	STP	CON	WV014	BLIZZARD DR	RESURFACE	S354 014 01128 00	STBG0014171D	\$432,000	\$540,000	\$0
2016-2021 AMD 23 - ADD NEW PROJECT														
WOOD	2019	3	INFO	4/28/2019	NHPP	ROW	WV002	PARKERSBURG - ST MARYS RD (GO BOND 3)	UPGRADE TO 5 LANE	U354 002 02311 07	NHPP0002595D	\$8,800,000	\$11,000,000	\$7,200,000
2016-2021 AMD 23 - 450% COST INCREASE (>\$2M)														
WOOD	2019	3	INFO	4/28/2019	NHPP	CON	US050	PARKERSBURG CORRIDOR D LED	LED LIGHTS RETROFIT	S354 50 000 00	NHPP0050366D	\$2,000,000	\$2,500,000	\$0
2016-2021 AMD 23 - ADD NEW PROJECT														
WYOMING	2019	10		4/28/2019	STP	CON	WV085	OCEANA - KOPPERSTON RD	RESURFACE	S355 085 00349 00	STP0085081D	\$560,000	\$700,000	\$0
2016-2021 AMD 23 - ADD NEW PROJECT														
STATEWIDE	2019	99		7/28/2019	NHPP	CON	1079	I-79 SIGNING PHASE 1 (WESTON I/C - PA ST LI)	REN SIGNING (WESTON I/C - PA ST LI)	U321 79 09400 00	NHPPG0792150D	\$1,100,000	\$1,100,000	(\$900,000)
2016-2021 AMD 23 - CANCEL, PROJECT SPLIT INTO SEC 01 & 02														
STATEWIDE	2019	99		7/28/2019	HSIP	CON	1079	I-79 SIGNING PHASE 1 (WESTON I/C - PA ST LI)	REN SIGNING (WESTON I/C - PA ST LI)	U321 79 09400 00	NHPPG0792150D	\$500,000	\$500,000	(\$1,500,000)
2016-2021 AMD 23 - CANCEL, PROJECT SPLIT INTO SEC 01 & 02														

UPSHUR COUNTY BUILDING PERMITS
JANUARY 1, 2019 - JANUARY 15, 2019

23

DATE ISSUED	PERMIT NUMBER	UID NUMBER	APPLICANT NAME	APPLICANT ADDRESS	ESTIMATED PROJECT COST	PAID	CASH, COUNTY CLERK OR ONLINE	DESCRIPTION OF PROJECT	CONTRACTOR OR PROPERTY OWNER	
1/2/2019	7592	10793	CONWAY, FRANK P.	534 PLEASANT RIDGE RD, FRENCH CREEK, WV 26218	\$10,000.00	\$15.00	CASH	24' X 32' POLE BARN / PAVILION	SELF	
1/3/2019	7593	1931	GIBSON, GREGORY	296 HANDY CAMP RD, BUCKHANNON, WV 26201	\$23,000.00	\$15.00	CASH	24' X 48' POLE BUILDING	RM BUILDINGS INC, PO BOX 697, JANE LEW, WV 26378	
1/4/2019	7594	11099	RADABAUGH, DUSTIN	1678 BAILEY RIDGE RD, BUCKHANNON, WV 26201	\$750.00	\$15.00	CHECK	16' X 40' GREENHOUSE / HIGH TUNNEL	SELF	
1/7/2019	7595	9224	MCCARTNEY, RAYMOND J.	271 MAXWELL RD, FRENCH CREEK, WV 26218	\$2,000.00	\$15.00	CHECK	16' X 24' POLE BUILDING	SELF	
1/8/2019	7596	8055	LEONARD, RAYMOND AND KENNA	122 HUNTER DR, BUCKHANNON, WV 26201	\$30,000.00	\$15.00	CC	1ST FLOOR REMODEL	FIRST CLASS CONSTRUCTION, 123 FALLINGWOOD CIR, BUCKHANNON, WV 26201	
1/14/2019	7597	7796	SYSKI, WITOLD AND EVELYN	76 WIMER AVE, BUCKHANNON, WV 26201	\$15,145.00	\$15.00	CHECK	SHOWER AND TUB REPLACEMENT	OHIO BATH SOLUTIONS, DBA BATH FITTER, 542 INDUSTRIAL DR, LEWISBERRY, PA 17339	FLOODPLAIN; ALL INSIDE WORK
					TOTAL	TOTAL				
					\$80,895.00	\$90.00				

UPSHUR COUNTY BUILDING PERMITS
JANUARY 16, 2019 - JANUARY 31, 2019

DATE ISSUED	PERMIT NUMBER	UID NUMBER	APPLICANT NAME	APPLICANT ADDRESS	ESTIMATED PROJECT COST	PAID	CASH, COUNTY CLERK OR ONLINE	DESCRIPTION OF PROJECT	CONTRACTOR OR PROPERTY OWNER	
1/16/2019	7598	81755	MYERS, SHAWN AND MARY	520 RUBENS CIR, MARTINSBURG, WV 25403	\$25,000.00	\$15.00	CASH	30' X 40' GARAGE/CAMP BUILDING	SELF	
1/17/2019	7599	815	JENKINS, AMBERLE	1609 HACKERS CREEK RD, BUCKHANNON, WV 26201	\$19,000.00	\$15.00	CHECK	30' X 40' POLE BUILDING	RM BUILDINGS INC, 37 HALL RD, JANE LEW, WV 26378	
1/17/2019	7600	6951	MCNEISH, JAY AND KELLEY	99 MCKENZIE DR, BUCKHANNON, WV 26201	\$11,000.00	\$15.00	CHECK	5' X 9' BATHROOM REMODEL AND 6' X 8' BATHROOM REMODEL (FLOORS, TUBS, SINKS, VANITIES)	K&L BUILDERS LLC, 2883 BEECHTOWN RD, FRENCH CREEK, WV 26218	
1/17/2019	7601	10221	LITTLE, SCOTT AND FLO	8980 ALEXANDER RD, FRENCH CREEK, WV 26218	\$25,000.00	\$15.00	CHECK	26' X 26' 2 CAR GARAGE	K&L BUILDERS LLC, 2883 BEECHTOWN RD, FRENCH CREEK, WV 26218	
1/18/2019	7602	NEW	WOOD, JENNY AND TOM	1 LEAFVIEW LN, BUCKHANNON, WV 26201	\$260,000.00	\$15.00	CHECK	2,100 SQ FT NEW HOME	KLW LLC, 726 INDUSTRIAL PARK RD, BUCKHANNON, WV 26201	
1/23/2019	7603	10630	POWERS, ABEL	15913 RT 20 SOUTH RD, ROCK CAVE, WV 26234	\$8,000.00	\$15.00	CASH	20' X 40' STORAGE BUILDING	SELF	
1/23/2019	7604	1200	LOUDIN, CHRISTINE	458 IRA MOORE RD, BUCKHANNON, WV 26201	\$200,000.00	\$15.00	CASH	28' X 56' NEW HOME	TRINITY HOMES, 644 ANDELL RD, MT CLARE, WV 26408	
1/25/2019	7605	6817	CORNERSTONE COMMUNITY CHURCH	73 CRESCENT AVE, BUCKHANNON, WV 26201	\$6,800.00	\$15.00	CASH	MOVEMENT OF A SOUND STAGE	WOODY HOME IMPROVEMENT; 496 NATURAL BRIDGE RD, FRENCH CREEK, WV 26218	
1/30/2019	7606	801	EUBANK, ROBERT	158 HACKERS CREEK RD, BUCKHANNON, WV 26201	\$400.00	\$15.00	CC	OUT BUILDING	SELF	
1/30/2019	7607	7011	LANTZ, CYRUS	309 RED KNOB RD, BUCKHANNON, WV 26201	\$10,000.00	\$15.00	CC	24' X 30' GARAGE	SELF	
					TOTAL	TOTAL				
					\$565,200.00	\$150.00				
					GRAND TOTAL	GRAND TOTAL				
					\$646,095.00	\$240.00				

ELKINS ROAD PUBLIC SERVICE DISTRICT

Agenda

24

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

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 - January 8, 2019 Regular Monthly Meeting	Vote
Treasurer Report/Payment of Bills for February/bal of January Invoices	Vote

ITEMS FOR DISCUSSION

Cost Savings Measures for 2019	Vote
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Bad Debt Write Offs	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	
Property Acquisitions	
Water Purchase Agreement	

Maintenance Report

Date & Time of March 2019 Meeting - Tuesday, March 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!!!! ☺)

*Rough Draft Prepared by Office Manager January 17, 2019
Prepared by Board Chair and Office Manager January 29, 2019
Posted and Available to the Public on February 1, 2019*

**City Council of Buckhannon –7:00 pm in Council Chambers
Meeting Agenda for Thursday, February 7, 2019**

25

- A. PUBLIC HEARING OF THE COUNCIL OF THE CITY OF BUCKHANNON REGARDING PROPOSED ENACTMENT OF ORDINANCE NO. 433 OF THE CITY OF BUCKHANNON. AN ORDINANCE: 1) ESTABLISHING A MUNICIPAL SALES AND SERVICE TAX AND USE TAX; 2) ESTABLISHING A SPECIAL REVENUE FUND INTO WHICH MUNICIPAL SALES AND SERVICES TAXES AND USE TAX WILL BE DEPOSITED; 3) AMENDING THE CITY OF BUCKHANNON'S RETAIL B&O TAX TO REDUCE THE RATE OF TAX COLLECTED; AND 4) SETTING EFFECTIVE DATES OF THIS ORDINANCE AND THE ARTICLES THEREOF**
- B. Call to Order**
- B.1 Moment of Silence
 - B.2 Pledge to the Flag of the United States of America
 - B.3 Mayor's Greetings
- C. Recognized Guests**
- C.1 Justin Bowers-Appalachian Impact
 - C.2 Casey Gilbert-Buckhannon Volunteer Center
- D. Department & Board Reports**
- D.1 Information Coordinator/Grant Researcher- Callie Cronin Sams
 - D.2 Public Works Director- Jerry Arnold
 - D.3 Finance Director- Amberle Jenkins
 - D.4 Fire Chief-JB Kimble
 - D.5 City Attorney- Tom O'Neill
- E. Correspondence & Information**
- E.1 Notice of Rescheduled Public Hearing Ordinance No. 433 Municipal Sales & Service Tax & Use Tax
 - E.2 Notice Online Auction RFP
 - E.3 Notice Special Working Session City Council on 02/18/19 Financial Budget FY 2019-20
 - E.4 Letter to The Culture Center RE: Grant Application FY2019
 - E.5 Report of Cat & Dog Activity –Upshur County Commission-December 2018
 - E.6 Mayor's Letter RE: Complaint about WVWC & City of Buckhannon
 - E.7 Drug Parable
 - E.8 Opportunity House Letter of Support State Opioid Response Peer Recovery Support Services
 - E.9 US Census 2020 Apply Online: 2020census.gov/jobs
 - E.10 Proclamation BU Community Unity Award-Glen & Joann Hawkins
 - E.11 Letter from State Auditor RE: Budget Process Information
 - E.12 RD Article Hodgesville & Tennerton P.S.D. Now in Compliance <https://therecorddelta.com/article/hodgesville-tenner>
- F. Consent Agenda**
- F.1 Approval of Minutes-Regular meeting 01/17/19
 - F.2 Approval of Building and Wiring Permits
 - F.3 Approval of Payment of the Bills
 - F.4 Accept Resignation Charla Reger-Historic Landmarks Commission
 - F.5 Approval Appointment Jane Godwin-Historic Landmarks Commission
 - F.6 Approval Appointment Greg Popovich-Zoning Board of Appeals
- G. Strategic Issues for Discussion and/or Vote**
- G.1 Approval Ordinance No. 433 Establishing Municipal Sales and Service Tax and Use Tax-2nd & Final Reading
 - G.2 HEB Recommendation to Accept Offer of Property located Lot 1 Island Ave along the Riverbank
 - G.3 Approval Resolution 2019-01 GF Budget Revision #3
 - G.4 Discussion/Review Implementation of NFPA 1720 as a standard for the Buckhannon Fire Department
 - G.5 Discussion Vacancies of the Historic Landmarks Commission & Zoning Board of Appeals
- H. Comments and Announcements**
- H.1 Mary Albaugh
 - H.2 Pamela Cuppari
 - H.3 C J Rylands
 - H.4 Robbie Skinner
 - H.5 David Thomas
 - H.6 Colin Reger
- I. Mayor's Comments and Announcements**
- J. Adjournment**

AGENDA
UPSHUR COUNTY SOLID WASTE AUTHORITY
BOARD OF DIRECTORS MEETING

Monday, February 11, 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 January 14, 2019 Meeting
4. Monthly Financial Reports, January—Treasurer
5. Director's Report – Burl Smith
6. Recognition of Guests

Old Business:

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

New Business:

1. FY 2020 SWMB Application --
2. FY 2019 SWMB Semiannual Report —
3. _____

Board Member Comments:

Meeting Adjournment:

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