

## Upshur County Commission Meeting Agenda



Location of Meeting: Upshur County Courthouse Annex  
Date of Meeting: March 12, 2020

- 9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance  
Approval of Minutes:  
• March 5, 2020
- 9:05 a.m. Donnie Tenney – (1) Discuss annual funding for Pecks Run Watershed and (2) Request for use of FEMA property located on Norvell Drive
- 9:15 a.m. Upshur County Family Resource Network Tobacco Prevention Coalition --- Approval and signature of Tobacco Prevention Coalition Kick Butts Day Proclamation Page 4-5
- 9:30 a.m. Carol Cain Bush, Partnership Specialist for the United States Census Bureau – Provide update on the 2020 Census and presentation of Proclamation recognizing April 1, 2020 as “Census Day” in Upshur County, WV Page 6
- 9:45 a.m. Jennifer Piercy, CCAWV Director - 2020 Legislative review and invitation to upcoming CCAWV meetings
- 10:00 a.m. Doyle Cutright, 911 director and Kimbra Wachob, Assistant to the Director - Discuss Upcoming E911 Retirement and Replacement Timeline  
*Item may lead to Executive Session per WV Code §6-9A-4*

### Items for Discussion / Action / Approval:

1. Approve Election Officials, Alternates, and Emergency Ballot Commissioners for the May 12, 2020 Primary Election. \* Under separate cover
2. Correspondence from Joyce Harris-Thacker, Chair of the Upshur County Solid Waste Authority, requesting the employment of Belinda Lewis as Assistant Director until the retirement of Director Burl Smith. Effective immediately, Ms. Lewis will average 12 hours per week at an hourly rate of \$15 per hour through the end of June, 2020. Upon the retirement of Burl Smith, Ms. Lewis will become the Director and be paid \$17.50 per hour for 12 hours per week. \* Page 7  
*Item may lead to Executive Session per WV Code §6-9A-4*
3. Approval of Lewis–Upshur Animal Control Facility Volunteers, Cassandra Shreve and Rachelle Riley-Smith. \* Under separate cover
4. Approval of Upshur County Youth Camp advertisement for seasonal positions. Positions include kitchen personnel, cleaning personnel, grounds keeping and/or lifeguards. Applications must be received before the close of business on April 17, 2020. \* Page 8
5. 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 Governor Jim Justice announcing a Records Management and Preservation Board grant award in the amount of \$13,000 to provide improvements for the offices of the Upshur County Assessor and Circuit Clerk. Page 9
2. Completed Road Name Change Petition filed by Theresa Servetas Page 10-12
3. Lewis-Upshur Animal Control Facility Reports for the month of February, 2020 Page 13-17
  - Adoption Financial Transactions
  - Cat Report
  - Animal Report
  - Animal Control/Humane Officer Animal Report
4. Public Notices:
  - a) Newsletters and/or Event Notifications:
    - Upshur County Schools Youth Art Exhibition—March 14<sup>th</sup> through April 3<sup>rd</sup> Page 18
    - Wva Recovers dialogue on substance abuse recovery – March 26<sup>th</sup> at 7 p.m. in the Buckhannon Opera House Page 19
    - Altice Advantage Internet flyer – seniors eligible for SSI and households which qualify for the National School Lunch Program may qualify Page 20-21
  - b) Agendas and/or Notice of Meetings:

• Elkins Road PSD	March 5, 2020	<u>Page 22</u>
• Upshur County Senior Center	March 11, 2019	<u>Page 23</u>
• Buckhannon-Upshur Airport Authority	March 12, 2020	<u>Page 24</u>
  - c) Meeting Minutes:

• Elkins Road PSD	February 4, 2020	<u>Page 25-26</u>
• Hodgesville PSD	February 4, 2020	<u>Page 27-28</u>
• Upshur County Solid Waste Authority	February 10, 2020	<u>Page 29-30</u>
• Upshur County Family Resource Network	February 10, 2020	<u>Page 31-32</u>
• Tennerton PSD	March 12, 2020	<u>Page 33</u>
  - d) Meetings:

• 03/03/20	5:30 p.m.	Elkins Road PSD
• 03/03/20	4:00 p.m.	Hodgesville PSD
• 03/05/20	7:00 p.m.	Banks District VFD
• 03/05/20	7:00 p.m.	City Council of Buckhannon
• 03/05/20	7:00 p.m.	Selbyville VFD
• 03/09/20	12:00 p.m.	Upshur County Family Resource Network
• 03/09/20	4:30 p.m.	Upshur County Solid Waste Authority
• 03/09/20	5:30 p.m.	Buckhannon-Upshur Recreational Park Advisory Board
• 03/02/20	6:00 p.m.	Lewis-Upshur Community Corrections Board -- Lewis Co.
• 03/10/20	7:30 p.m.	Adrian VFD

- 03/05/20 6:00 p.m. Buckhannon-Upshur Board of Health
- 03/18/20 7:00 a.m. Upshur County Development Authority – Full Board
- 03/18/20 12:00 p.m. Upshur County Senior Center Board
- 03/11/20 3:00 p.m. Upshur County Conventions & Visitors Bureau
- 03/11/20 7:00 p.m. Warren District VFD
- 03/05/20 3:00 p.m. Adrian PSD
- 03/11/20 3:00 p.m. Tennerton PSD
- 03/12/20 4:00 p.m. Upshur County Safe Sites & Structures Enforcement Board
- 03/12/20 7:30 p.m. Buckhannon VFD
- 03/12/20 4:00 p.m. Buckhannon Upshur Airport Authority
- 03/19/20 6:30 p.m. Upshur County Youth Camp Board
- 03/15/20 6:00 p.m. Washington District VFD
- 03/02/20 6:00 p.m. Buckhannon-Upshur Chamber of Commerce – Annual Dinner
- 03/18/20 4:00 p.m. Upshur County Public Library Board
- 03/17/20 10:00 a.m. Wes-Mon-Ty Resource Conservation & Development Council
- 03/17/20 6:30 p.m. Upshur County Fire Board, Inc.
- 03/24/20 5:00 p.m. UC Enhanced Emergency Telephone Advisory Board
- 03/11/20 7:00 p.m. Ellamore VFD
- 04/15/20 12:00 p.m. Lewis Upshur LEPC --- Upshur location
- 03/19/20 2:00 p.m. Upshur County Farmland Protection Board
- 03/25/20 10:00 a.m. James W. Curry Advisory Board
- 03/30/20 7:00 p.m. Upshur County Fire Fighters Association
- 03/11/20 6:00 p.m. Buckhannon River Watershed Association - Farm Bureau
- 03/13/20 11:00 a.m. Region VI Local Elected Officials

5. Appointments Needed or Upcoming:

6. Budget Hearing Schedule

The Commission will hold budget hearings at the Upshur County Administrative Annex on the following dates. For a detailed list of meetings, please contact Carrie L. Wallace at [clwallace@upshurcounty.org](mailto:clwallace@upshurcounty.org).

- Monday, March 9<sup>th</sup> beginning at 9:00 a.m.
- Tuesday, March 10<sup>th</sup> beginning at 9:00 a.m.
- Wednesday, March 11<sup>th</sup> beginning at 9:00 a.m.
- Thursday, March 12<sup>th</sup> beginning at 1:00 p.m.
- Monday, March 16<sup>th</sup> beginning at 9:00 a.m.

**Tabled Items**

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

1. Chapman Case Number 101118-01 (Warren Tax District – Tax Map 6B Parcel Number 11)

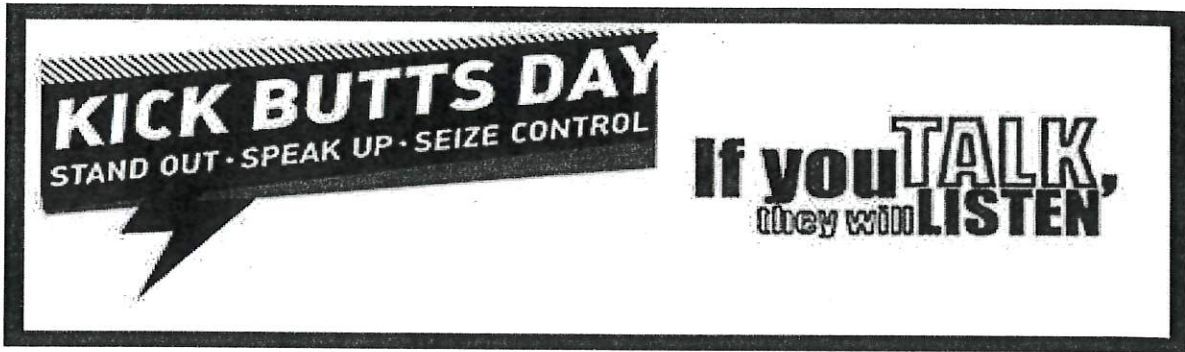
**Next Regular Meeting of the Upshur County Commission**

**March 26, 2020 --- 9:00 a.m.**

**Upshur County Courthouse Annex**

**\*\*The regularly scheduled Commission Meeting on March 19, 2020 is CANCELLED\*\***





**A proclamation of the Upshur County Commissioners recognizing March 15, 2020 as KICK BUTTS DAY in Upshur County:**

WHEREAS, preventing youth tobacco initiation is a critical step in combating the pervasive problem of tobacco, the leading cause of disease and preventable death in the United States; and

WHEREAS, 5.6 million children (under the age of 18), who are alive today will die from smoking or tobacco related health issues; and

WHEREAS, 37.9% of children aged 3-11 are exposed to second-hand smoke daily; and,

WHEREAS, tobacco use remains the number one cause of preventable disease and death in the U.S., killing more than 480,000 people per year; and,

WHEREAS, adolescents' bodies are more sensitive to nicotine and adolescents are more easily addicted than adults, and in addition, the design and contents of tobacco products, especially vaping and e-cigarettes, make them more attractive and addictive than ever before; and,

WHEREAS, the focus of Kick Butts Day is a national day of activism that empowers youth to speak up and take action to help prevent youth tobacco use and even though youth smoking rates are on a downward trend and at an all-time low, skyrocketing youth e-cigarettes rates are reversing the progress we've made toward achieving the first tobacco-free generation. And of course, from cigarettes and cigars to smokeless tobacco to heat-not-burn cigarettes, the tobacco industry peddles a wide range of addictive and dangerous products that put kids at risk across the globe; and,

WHEREAS, a new initiative, Take Down Tobacco, a fresh take on Kick Butts Day, is the Campaign for Tobacco-Free Kids' signature platform for empowering people to stand up and speak out against the tobacco industry. The Take Down Tobacco program is a 365 day a year effort that culminates every March with the Take Down Tobacco National Day of Action. This year's Take Down Tobacco National Day of Action will be held on March 18, 2020.

NOW, THEREFORE BE IT PROCLAIMED BY THE UPSHUR COUNTY COMMISSION, that they hereby proclaim March 15, 2020 as **Kick Butts Day** in Upshur County and encourage the residents of Upshur County to assist in creating a smoke free environment.

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Terry Cutright, President, Upshur County Commissioner

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Samuel Nolte, Upshur County Commissioner

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Kristie Tenney, Upshur County Commissioner

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## PROCLAMATION

### RECOGNIZING APRIL 1, 2020 AS "CENSUS DAY" IN UPSHUR COUNTY, WEST VIRGINIA

**WHEREAS**, Article 1, Section 2 of the United States Constitution mandates that a census be conducted of the nation's population every ten (10) years with the next census scheduled for April 1, 2020; and

**WHEREAS**, it is vital that all households in Upshur County, West Virginia complete and submit a census form and every resident of our county counts and deserves to be counted; and

**WHEREAS**, the census will determine how the federal government distributes hundreds of billions of dollars allocated to more than 100 programs, including Medicaid, Head Start, block grants for community mental health services and the Supplemental Nutrition Assistance Program, as well as other needs and services in West Virginia; and,

**WHEREAS**, the census will determine how the state of West Virginia distributes funds to communities for schools, roads and other public services; and

**WHEREAS**, census data ensures fair Congressional representation by determining how many elected congressional representatives and congressional districts each state will have; and

**WHEREAS**, it is essential that accurate data be collected from groups of people who are historically difficult to count, including young children, low-income individuals, military personnel, non-native English speakers, minorities, and rural residents; and

**WHEREAS**, planning, outreach, local government involvement, and community education are required to ensure that the census is as accurate as possible; and

**WHEREAS**, the information collected by the Census is confidential and protected by law; and

**WHEREAS**, the Upshur County Commission does hereby agree to participate in the Upshur County Census 2020 Complete Count Committee and will make every effort to develop outreach activities especially designed to meet the needs of all residents and to reach those considered "hard to enumerate" and will encourage every resident to accurately complete the Census questionnaire on-line, over the telephone or promptly return it by mail.

**NOW, THEREFORE**, the Upshur County Commission does hereby proclaim April 1, 2020, as Census Day in Upshur County, West Virginia and recognizes the importance of the 2020 Census and pledges full support to achieving a complete and accurate Census Count.

This the 12<sup>th</sup> day of March, 2020.

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Terry B. Cutright,  
Commission President

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Samuel R. Nolte  
Commissioner

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Kristie G. Tenney  
Commissioner



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**UPSHUR COUNTY SOLID WASTE AUTHORITY**  
**POST OFFICE BOX 2244**  
**BUCKHANNON, WEST VIRGINIA 26201**

Tele. 304-472-7916; Email: [upshurswa@yahoo.com](mailto:upshurswa@yahoo.com)

March 10, 2020

Carrie Wallace  
County Administrator  
Upshur County Commission  
Upshur County Administrative Annex  
91 W Main Street, Suite 101  
Buckhannon, WV 26201

RE: Employment of Belinda Lewis by the UCSWA

Dear Carrie:

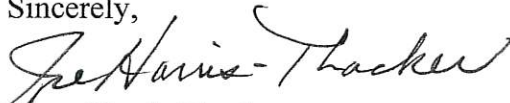
At the regularly scheduled meeting of the Upshur County Solid Waste Authority on March 9, 2020, the Board approved the hiring of Belinda Lewis of \_\_\_\_\_, Buckhannon, WV 26201 to the position of Assistant Director until the retirement of our Director Burl Smith effective June 30, 2020. The following is a copy of the approval from the minutes of the Meeting:

"A motion by Jackie to employ Belinda Lewis of \_\_\_\_\_ Buckhannon, WV 26201 as an Assistant Director of the Upshur County Solid Waste Authority effective this date with an average of 12 hours per week at an hourly rate of \$15.00 per hour; with the Assistant Director being trained by the present Director, Burl Smith, through the end of June, 2020 at which time Belinda will become the Director at the Director's salary (\$17.50/hr at 12 hrs/week) and Burl will retire; and, with the additional expenditure coming from the Operating Account and being up to \$4000.00 of additional expenditure for FY 2020. The motion was seconded by Mary. The motion carried unanimously."

We request the Upshur County Commission approve at their next scheduled meeting the hiring of Belinda Lewis with the payroll being processed through the Upshur County Commission in the same manner as it is being done for Burl Smith. Also, we understand that a satisfactory background check will be required and that application is being included with this letter.

If you have any questions, please contact me or our Director, Burl Smith.

Sincerely,



Joyce Harris-Thacker  
Chair, Upshur County SWA

Encl.

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## **Seasonal Positions Upshur County Youth Camp Facility**

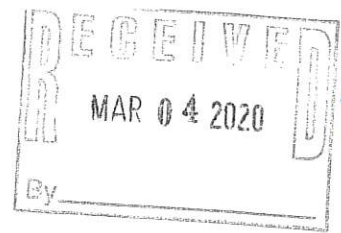
The Upshur County Youth Camp Board is accepting applications for seasonal positions at the Youth Camp Facility located in Selbyville. Positions will be open during May and continue until early September. Positions include: kitchen personnel, cleaning personnel, grounds keeping personnel and/or lifeguards. Individuals will be responsible to assist in the upkeep of buildings, grounds, operations of dining facilities and other duties as assigned. Individuals may obtain an application from Carrie Wallace in the Office of the Upshur County Commission located at the Upshur County Administrative Annex, 91 West Main Street, Suite 101, during the normal business hours of 8:00 a.m. until 4:00 p.m. or from Gregory Woody, Camp Director, located at the Upshur County Youth Camp Facility in Selbyville. Applications must be received at one of the following addresses on before the close of business on April 17, 2020.

Carrie Wallace, County Administrator  
Upshur County Administrative Annex  
91 W. Main Street, Suite 101  
Buckhannon, WV 26201

Gregory Woody, Camp Director  
Upshur County Youth Camp  
76 Youth Camp Rd  
Selbyville, West Virginia 26236

Please do not make phone inquiries about this position. Employment with Upshur County is available to all qualified applicants without regard to actual or perceived race, creed, color, national origin, sex, age or handicap. Upshur County has established a drug free and tobacco free work environment.





*Jim Justice*  
*Governor of West Virginia*

March 2, 2020

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

Dear President Cutright:

It is my pleasure to announce a Records Management and Preservation Board grant award of \$13,000 to provide improvements for the offices of the Upshur County Assessor and Circuit Clerk. Archives and History Director Joseph N. Geiger, Jr. of the West Virginia Department of Arts, Culture and History will be in contact with you soon regarding this project, which may commence on July 1, 2020.

I am confident the funds will be put to good use to improve the management and preservation of the county's records for the benefit of its citizens. Thank you for your efforts to enhance access to the public records of Upshur County.

Sincerely,

A handwritten signature in black ink, appearing to read "Jim Justice".

Jim Justice  
Governor

cc: Joseph N. Geiger, Jr.

DEL TERRI JO BENNETT - ADDRESSING & MAPPING  
3-4-2020Upshur County Addressing and Mapping Project  
**Terri Jo Bennett, Coordinator**

Upshur County Courthouse Annex

38 West Main Street, Room 303, Buckhannon, WV 26201

Phone: (304) 472-1673

Email: [tjb@upshurcounty.org](mailto:tjb@upshurcounty.org)

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**Road Name Change Petition**

This application must be completed by a property owner along the road that is proposed to be changed. The petitioner is required to pay a non-refundable deposit of \$50.00 to the Office of the Upshur County Clerk. After the road name change is approved by the Upshur County Commission, the petitioner will then have ninety (90) calendar days to gather signatures from 80% of the property owners along the road proposed to be changed. Documentation such as a tax bill or deed showing ownership of each signatory must accompany the petition at the time of filing. The petitioner understands that they are also obligated to pay the Upshur County Commission for the actual costs incurred by this road name change. See actual cost below.

(Upshur County 911 Addressing and Mapping Ordinance, Section 6.7)

Date: 1-31-2020 Current Road Name: Larry Loudm Rd.Name of Petitioner: Theresa ServetasMailing Address: 536 Larry Loudm Rd. Fr. Creek WV 26201Phone Number(s): 304-613-9866**Requested Road Name:**Kittle Run Road

Directions to the road petitioned to be changed: \_\_\_\_\_

- Total number of structures 10 (x \$172.00) = \$ 1032.00
- Change on statewide addressing and mapping site \$150.00
- DOH sign cost \$318.00 (applies only if a DOH road)
- Total cost \$ 1450.00 required at the time of filing (this amount is less the non-refundable \$50.00 deposit)

\$1500  
- \$50  
\$1450

Signature of Petitioner: [Signature]

\*\*\*\*\* (internal use only) \*\*\*\*\*

The requested road name has no conflict with the current list of approved road names and it is my recommendation that the Upshur County Commission approve this request.

A&amp;M Coordinator: \_\_\_\_\_ Date: \_\_\_\_\_

Approved Name Change: \_\_\_\_\_ Date: \_\_\_\_\_

May 10<sup>th</sup> 2012  
 - need to be 7  
 property owners

## Road Name Change Petition

(11)

We the undersigned property owners wish to change our road name to  
Kittle Run Rd, as approved by the Upshur County Commission.  
 We have attached a copy of our deed or tax bill as required.

Signature/Address:

8015 E. Upshur Hwy 649 Waterloo Rd  
French Creek WV 26218

Signature/Address:

A. Zemcov 1246 Larry Loudon  
French Creek WV. 26218

Signature/Address:

Thurs Sexton  
536 Larry Loudon Rd Fr. Creek WV 26218

Signature/Address:

Gary L. Bailey  
976 Bragg Rd French Creek, WV 26218

Signature/Address:

Rebecca Smith  
1318 Waterloo Rd French Creek WV 26218

Signature/Address:

COASTAL TIMBERLANDS COMPANY NATHAN FEATHER  
NORTHERN REGIONAL MANAGER PO BOX 709 BUCHANAN, WV 26201

Signature/Address:

Shannon Haller  
1406 Larry Loudon Rd, French Creek, WV 26218

Signature/Address:

Signature/Address:

Signature/Address:

Signature/Address:

Signature/Address:



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Dr. J. Smith  
Clerk  
03/03/2020 @ 10:43:12  
MISCELLANEOUS RECORD

Upshur County  
Carol J Smith, Clerk  
Instrument 2020000012  
03/03/2020 @ 10:43:12  
MISCELLANEOUS RECORD  
Book 13 @ Page 130  
Pages Recorded 11



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LEWIS-UPSHUR ANIMAL CONTROL FACILITY		
MONTH OF February 2020		
	UPSHUR	LEWIS
<b>ADOPTIONS</b>		
CASH	\$265	\$180
CHECK	\$0	\$0
E STORE CREDIT CARD	\$135	\$20
<b>SUBTOTAL</b>	<b>\$400</b>	<b>\$200</b>
<b>SPAY/NEUTER DEPOSIT</b>		
CASH	\$200	\$150
CHECK	\$0	\$0
E STORE CREDIT CARD	\$250	\$50
<b>SUBTOTAL</b>	<b>\$450</b>	<b>\$200</b>
<b>BOARD RESCUE</b>		
CASH	\$10	\$0
CHECK	\$0	
E STORE CREDIT CARD	\$60	\$10
<b>SUBTOTAL</b>	<b>\$70</b>	<b>\$10</b>
<b>MICRO-CHIPPING</b>		
CASH	\$0	\$0
CHECK	\$0	\$0
E STORE CREDIT CARD	\$0	\$0
<b>SUBTOTAL</b>		
<b>DONATIONS</b>		
CASH	\$130	\$0
CHECK	\$0	\$0
E STORE CREDIT CARD	\$0	\$0
<b>SUBTOTAL</b>	<b>\$130</b>	<b>\$0</b>

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OTHER		
TOTAL	\$1,050	\$410

EXPLANATION:



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**LEWIS-UPSHUR ANIMAL CONTROL FACILITY REPORT**  
**ACCOUNT OF CATS**  
**JANELLA COCHRAN, SUPERVISOR OF ANIMAL SERVICES**  
**(February) 2020**

TRANSACTION	UPSHUR	LEWIS	TOTAL
Cats brought in by City Trapper	5	0	5
Cats brought in by Animal Control Officer	0	2	2
Cats brought in by County Residents	9	1	10
Cats brought in by Law Enforcement	0	1	1
Cats in Drop Box	0	0	0
Cats Quarantined	0	0	0
Cat returned to owner	1	0	1
Cats Escaped	0	0	0
Adoptions:			
With Charge	9	2	11
Without Charge	0	0	0
Rescues:			
With Charge	0	0	0
Without Charge	1	0	1
Euthanasia:			
Owner Request	0	0	0
Other	3	0	3

*Janelle L Cochran*  
 Signature

*3-3-2020*  
 Date

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**LEWIS - UPSHUR ANIMAL CONTROL FACILITY**  
**ANIMAL REPORT (March 3, 2020)**  
**ACCOUNT OF ANIMALS HOUSED AT THE LEWIS - UPSHUR ANIMAL CONTROL FACILITY**  
**FOR THE MONTH OF (February) 2020**

TRANSACTION	UPSHUR	LEWIS	TOTAL
Dogs brought in by Animal Control Officer	4	24	28
Other Animals brought in by Animal Control Officer	0	0	0
Dogs brought in by County Residents	17	10	27
Dogs brought in by Law Enforcement	1	0	1
Dogs in Drop Box	1	0	1
Dogs Quarantined	0	0	0
Dogs Returned to Owner	4	4	8
Dogs Escaped	0	0	0
Adoptions:			
With Charge	8	7	15
Without Charge	0	0	0
Rescues:			
With Charge	7	1	8
Without Charge	6	16	0
Euthanasia:			
Owner Request	0	0	0
Other	0	0	0

*Janelle L Cochran*

Signature

*3.3.2020*

Date

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DUSTIN HOLLEN, ANIMAL CONTROL / HUMANE OFFICER

MONTHLY ANIMAL REPORT

February 2020

TRANSACTION	#
Animals picked up by ACO:	2
Dogs	2
Other	0
Animals returned to Owner by ACO:	0
Dogs	0
Other	0
Animals Delivered to LUACF:	2
Dogs	2
Other	0
Animals Quarantined by ACO:	0
Dogs	0
Other	0
Animals Terminated:	0
Dogs	0
Other	0
Total Number of Hours Involved	40

Dustin L. Hollen  
Signature

2-7-20  
Date



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**FOR IMMEDIATE RELEASE**

**Contact:** Heidi Thompson,  
Buckhannon-Upshur High School  
**Phone:** 304-266-4100  
**Email:** hgthompson@k12.wv.us

**UPSHUR COUNTY SCHOOLS PRESENTS YOUTH ART EXHIBITION**

[BUCKHANNON, WEST VIRGINIA, March 2020—] In celebration of National Youth Art Month, a county-wide art exhibition featuring student artworks will open at the Colonial Theatre on March 14, with a reception from 2-4pm, and run through April 3rd. The event, free and open to the public, is the first to take place in the new Colonial Theatre Gallery, and it will mark the first time that all Upshur County School students will have the opportunity to participate in an exhibition of their own artworks. Both two- and three-dimensional artworks will be on display.

In addition to the opening reception, the Gallery will be open Friday (March 20, March 27, and April 3) from 4-7pm, Saturday (March 14, March 21, and March 28) from 12-5pm, and Sunday (March 15, March 22, and March 29) from 2-5pm.

Although building renovations are still underway at the Colonial Theatre, the work in the Gallery will be completed before the exhibition opening. "The primary goal of rehabilitating the Colonial Theatre is to engage our kids in the many wonderful and diverse artforms, and the City is thrilled to finally see the first of many displays of our children's creative talents in our new fine art gallery," said Mayor David McCauley. "When it's finished, the kids are really going to love this place!"

The exhibition is a collaboration of the Upshur County School art teachers, the City of Buckhannon, The Upshur Arts Alliance, and ART26201.

###

If you would like to volunteer or receive more information, please contact Heidi Thompson at 304-266-4100, or email hgthompson@k12.wv.us.



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**Contact:**

**Theresa Poling, M.S.N., F.N.P.**

*poling\_t@wvwc.edu*

**304-473-8220**

## **WVa Recovers invites community to dialogue on substance use recovery**

BUCKHANNON – WVa Recovers invites the community to a dialogue on approaches to substance use recovery in a five-county area.

Set for Thursday, March 26 at 7 p.m. in the Buckhannon Opera House, 12 E. Main St., the dialogue will be facilitated by Kent Spellman, a consultant with Rails-to-Trails Conservancy and former director of the West Virginia Development HUB; Katie Loudin, West Virginia program director of the One Foundation; and Susan Aloj, health program officer with Pallottine Foundation of Buckhannon.

Participants will be asked to share their perspectives, explore potential initiatives and take leadership in developing integrated local action plans to assist with substance use recovery. The deliberative dialogue approach to this type of forum has participants exploring a wide variety of perspectives on possible solutions. Following the dialogue, action steps will be developed to implement specific initiatives identified by community members.

WVa Recovers received a Pallottine Foundation grant to research, identify and begin to implement targeted initiatives to address the substance use disorder problem in the region. The region is made up of Upshur, Barbour, Lewis, Randolph and Randolph Counties. This dialogue follows up on An Integrated Approach to Substance Use Disorder Recovery symposium, held in September 2019 and a City of Solutions event in December 2019.





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Get Altice Advantage Internet for only \$14.99 a month, **risk free** with a 30-day money back guarantee and no annual contract, so you can cancel at any time. Plus, this low rate stays the same for as long as you have our service. We are committed to helping you connect to the world.

- + No Contracts  
No Risk
- + Up to 30 Mbps  
download speeds
- + Free Equipment
- + No data caps\*

Visit [AlticeAdvantageInternet.com](http://AlticeAdvantageInternet.com) or  
call **844.358.3147** to see if you qualify.

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# ELKINS ROAD PUBLIC SERVICE DISTRICT

## Agenda

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**Meeting**    *Special Meeting*

**Start Time**    1:00 PM

**Date**    *Tuesday, March 5, 2020*

**Place**    *Kesling Mill Lions Club  
2138 Childers Run Rd*

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Meeting Called to Order by Chairperson  
Introductions - Board, Engineer  
Recognize Current Customers

1:00 PM

### ITEMS FOR DISCUSSION

**Phase III Water Construction Project**  
Pre-Construction Meeting

**Adjournment**

**Vote**

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

*Rough Draft Prepared by Office Manager February 28, 2020  
Prepared by Board Chair and Office Manager  
Posted and Available to the Public on March 4, 2020*

# UPSHUR COUNTY SENIOR CENTER

23

**TO:** Upshur County Senior Center Board of Directors

**FROM:** Sarah Campbell/Ransom Hackett

**MEETING:** Senior Center Board of Directors

**DATE:** March 11, 2020

**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**

**Williams and Bright: FY 2019 Audit Report**

**Directors Report**

**Public Comments**

**Financial Report**

Last Report—Broken formulas corrected  
Current Report

**Previous Business**

Financial Manual Review  
Country Roads Transit Contract

**New Business**

Board Member Changes  
Revised Lighthouse and Fair NGA/Budget  
Lighthouse Review  
Meals on Wheels Brand Adoption  
March on Meals

**Personnel Matters**

**Next Meeting**

**Adjournment**



# ***Buckhannon-Upshur Airport Authority Agenda***

***Buckhannon-Upshur Airport Authority-W22 Terminal Building***

***Thursday, March 12, 2020 at 4:00 pm***

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- A. Call to order
- B. Recognized guests and public comment period
- C. Officer/Committee/Consultant Reports:
  - President's Report – Rich Clemens
    - Past Due Accounts
    - Board Membership
  - Treasurer's Report – Phil Loftis, Treasurer
    - Approval to pay renewal for the annual AWOS Maintenance contract, invoice #363; \$2,400.00
    - Approval to pay WV Airport Managers Association dues invoice #W22-2020; \$150.00
  - Secretary's Report – Brian Huffman, Secretary
  - Engineering Reports – Melissa Defibaugh, Chapman/Technical
    - Status update and bidding schedule on rehabilitate runway project
  - Operations – Jamie Wilt, Jennifer Powers
    - Tires for golf cart
    - Drains B-2 & B-4 hangars
    - Diesel fuel tank needs a double walled tank or secondary containment
    - Review and approval of estimate for hangar repairs
    - 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



Elkins Road Public Service District  
Board of Directors' Regular Meeting  
February 4, 2020

The regular monthly meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Tuesday, February 4, 2020.

Chair, Carey Wagner, called the meeting to order at 5:30 p.m. and led the group in the Pledge of Allegiance.

Members Present were: Chair-Carey Wagner, Secretary-Larry Heater and Board Member-Sonny Matthews

Staff Present were: Office Manager-Carolyn Douglas, Billing Clerk-Linzy Wilson, System Operator-David Wamsley

Unless otherwise stated all motions passed by vote 3-0.

Recognize that five (5) customers were present.

#### **APPROVAL OF MINUTES**

Minutes of January 7, 2020 Regular Monthly Meeting were presented for approval. Sonny Matthews made a motion to approve the minutes of the meetings as presented. Larry Heater seconded the motion. Motion carried

#### **APPROVAL OF FINANCIAL REPORTS/BILLS TO DATE**

Carey Wagner presented the Financial Report. Sonny Matthews made a motion to approve the financial report and pay the bills to date. Larry Heater seconded the motion. Motion carried

#### **2020 HOLIDAY SCHEDULE**

After reviewing the 2020 Holiday Schedule it was decided to go ahead and add Martin Luther King Day for 2021 to the schedule as we get the holiday schedule after UCC approval which is usually after our January meeting. Sonny Matthews made a motion to approve the 2020 holidays plus the addition of MLK Day for 2021. Larry Heater seconded. Motion carried

#### **TERRENCE CRONIN**

M. Cronin attended the meeting to get some ideas on the cost of extending water service to some land he owns on the Vegan Road. After speaking with the Board he said he would get back to them at a later date; thanked the Board for their time and left.



Elkins Road Public Service District  
Board of Directors' Regular Meeting  
February 4, 2020

**PHASE III EXTENSION PROJECT**

No invoices were presented by Region VII for payment.

**PHASE III EXTENSION PROJECT**

The Board discussed bid dates and times with Greg Belcher, Chapman Technical Group, on a conference call during the meeting. Tentative dates and times were established for our Phase III Project.

**MAINTENANCE**

Dave Warnsley, System Operator, discussed the January Maintenance Report which he had prepared for the meeting. Dave told the Board that Atlas had repaired two leaks and installed one new tap. City water bill had increased again but with the two leak repairs hoping that it will come back down again. It was noted that during this time of the year people do let their water drip to avoid busted lines.

There being no further business, the meeting adjourned on motion made by Sonny Matthews and seconded by Larry Heater. Meeting adjourned at 6:46p.m.

The next regular monthly meeting will be held on Tuesday, March 3, 2020 at 5:30 p.m.

Respectfully submitted:

ERPSD Board of Directors Secretary, Larry J Heater//CD

Attachments: Agenda  
Sign In Sheet

Approved By:

  
Board Chair/Treasurer  
Carey Wagner

  
Secretary  
Larry Heater

  
Board Member  
Sonny Matthews

Note: Recorded Meeting



Hodgesville PSD  
Meeting Agenda  
February 3, 2020  
4:00 pm

*Randy Watson of Thrasher Engineering will be attending the meeting to discuss the upcoming project.*

- A. Call meeting to order.
- B. Reading/correction/approval of January Minutes.
- C. Financial Report and approval of bill payments.
- D. HPSD leak and repair report.
- E. New Service Report
- F. Shut off Report
- G. Customer leaks and adjustments.
- H. Annual report.
- I. Customer complaints.
- J. Adjournment

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2020 was reviewed. Alan Westfall of Quality Water Services also received a copy.

\*Leak was fixed at Professional Arts Plaza.

\* 2 Taps were installed on Spruce Fork for the same customer.

\*Presented the Board with 7 customer leak adjustments which were signed and approved by Roger Ward and Howard Cutright.

There being no further business to discuss the meeting adjourned at 5:15pm

Signed:

Howard Cutright

**Upshur County Solid Waste Authority**  
**Board of Directors Meeting**  
***MINUTES***  
**February 10, 2020**

Chair Joyce Harris-Thacker called the regularly scheduled meeting to order in the Conference Room of the UCSWA (located at 380 Mudlick Road, Suite 102, Buckhannon, WV 26201) at 4:30 PM on February 10, 2020.

Present at the meeting were: Joyce Harris-Thacker, Mary Gower, G. Paul Richter, James S. "Jay" Hollen, III, and Director Burl Smith. Jacqueline (Jackie) McDaniels was absent. A quorum was present. There was one guest, Jeff Wamsley, Supervisor of the City of Buckhannon Waste Collection Department.

Minutes of the January 13, 2020 meeting had previously been sent to the members and were part of the Agenda packet. A motion to accept the minutes by Paul and second by Jay. Motion carried. The minutes were signed by the Chair and Director.

The Financial Report for January was presented by the Treasurer, Jay. Register Reports for the four bank accounts with First Community Bank covering January, 2020 were presented. The ending balances for the accounts are as follows:

• REAP Account	\$ 100.00
• SWMB Account	\$ 7,756.11
• Money Mkt Account	\$ 19,555.79
• Operating Account	\$ 13,348.72

A motion to accept by Mary and seconded by Paul. Motion carried.

**Director's Report:**

Burl Smith presented a written copy of the Director's Report for the Period from January 14, 2020 to February 10, 2020, a copy of which is attached as part of the minutes. Additionally, Burl noted that some items he had been working on will be covered under Old and New Business.

**Recognition of Guests:**

Jeff Wamsley informed the board about activities undertaken at the direction of the Waste Collection Board concerning recycling at Crossroads Recycling Center next to Walmart. Many problems with contamination and improper recycling are occurring at that site. The Waste Collection Board directed that an extensive education effort be made by having an employee man the facility during the day and contact each person using the facility as the recycled materials are placed in the bins, all to assure that things were done properly. Also, bins are segregated to assure that bins used during manned hours are kept separate from unmanned hours. This program is to continue through at least the end of the month.



### Old Business:

- **FY 2020 REAP Grant Award Status Update---** Burl reported that no grant money was received until 2/5/2020. The first use of grant money was the payment of the telephone bill for February.
- **April Make It Shine Planning & Brochure Planning**—Burl noted that most items are the same as last year except the Free Days for disposal of residential customers will be the 1<sup>st</sup>, 3<sup>rd</sup> and 4<sup>th</sup> Saturdays for all City of Buckhannon customers and the 4<sup>th</sup> Saturday for Mountain State Waste customers. The brochure picture is to be updated by seeking to secure a photo from local photographer, Robbie Skinner. Jay will check on this. Also, the Free Paper Shred Event is to be in the Walmart parking lot. Burl will seek approval for this.
- **Personnel; Director Replacement**— One application was received for this position which was advertised in the RecordDelta newspaper. A motion to go into executive session to discuss personnel by Paul. Second by Mary. Motion carried. After coming out of executive session, a motion by Jay to have Joyce contact the only applicant to arrange an interview to be conducted by all board members and to then report back at the March meeting. Second by Mary. Motion carried.

### New Business:

- **FY 2020 SWMB Grant Semiannual Report**—Burl had prepared the report for review. Motion by Jay to authorize the Chair to sign the report. Second by Paul. Motion carried.
- **FY 2021 SWMB Grant Application**—Burl reported that he received by email this day the notice of the availability of forms for the grant application. The application is due April 30, 2020. Burl will have a rough draft of items to include in the application at the March meeting with the final application being available at the April 13, 2020 meeting.

### Board Member Items:

None.

With no further business, the meeting adjourned at 5:50 PM.

Respectfully Submitted,

Burl J. Smith, Director  
February 10, 2020

Signature Copy to be maintained in the UCSWA Office)

Joyce Harris-Thacker, Chair

**The Director's Report is attached on Pages 3 of 3.**

**Upshur County Family Resource Network  
General Membership Meeting  
February 10, 2020  
Meeting Minutes**

**Board Members present:** Addie Helmick, Tina Helmick, Dr. Joseph Reed, Jodi McQuillan, and Debora Brockleman.

**Board Members not present:** Tonya Kittle, Matt Kerner, and Susan Duranti. Phyllis Sembello is on leave.

**Staff:** Ginny Dixon

- **Community Members present:** Rita McCrobie (AG's office), Larissa DeLuca (Lewis-Upshur Parents as Teachers), Angie Hinchman (Birth to Three), Michelle Talkington (Mountain Heart), Mary Blake (BUMFS – SAH), Amanda Hayes (Inter-Mountain newspaper), Emma Rexroad (UniCare), and Anne Chopyak (community).

**Opening/Invocation:** Dr. Joseph Reed, Board chair, welcomed all and provided our invocation.

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

**FRN Director's Report:** Lori Ulderich Harvey, UCFRN Director, was ill today, and Ginny Dixon, Administrative Assistant, provided a brief summary of recent and some upcoming activities. One staff member or the other (or both) of Upshur FRN participates on the board of several coalitions/organizations: Upshur County Tobacco Prevention Coalition (meets the 1<sup>st</sup> Wed. of the month); UC Homeless & Housing Coalition (meets the 2<sup>nd</sup> Wed. of the month); UC PIP Team (2<sup>nd</sup> Monday, after FRN); Inter-Mountain Collaborative (meets the 3<sup>rd</sup> Tuesday); Literacy Volunteers of Upshur County (meets the 1<sup>st</sup> Tuesday); Curry Library (no meetings during Winter months; will meet again in March). We also maintain the Warm Wishes Tree outside SYCC and keep the Little Free Library stocked. The next IMC meeting will be on February 18<sup>th</sup> at 11:00 am at Harrison County DHHR. The focus at IMC meetings is on different topics, such as substance abuse or foster families. Tina Helmick added that Regional Summits are held quarterly. UCFRN's last family social was on January 27<sup>th</sup>, when the adults received free facials. Next social will be on February 24<sup>th</sup>. On January 9<sup>th</sup> the UCFRN and Centers Against Violence appeared before the County Commission for Law Enforcement Appreciation Day and a proclamation was signed. We have qualified for a \$1,000 grant from Count Me In for census outreach. A census party will take place at UCPL on April 1st; more details to follow as they are known.

**Information Sharing:**

- **Jodi McQuillan** distributed flyers for Baby and Me Day to be held at Meadowbrook Mall on Saturday, March 14, 2020 from 10 am to 1 pm. This is HAPI's big event of the year. Jodi also encouraged not only families but agencies to register for the Community Baby Shower to be held Saturday, March 21<sup>st</sup>. Several agencies present today indicated they will be there. Families should register by calling Jodi at 304-376-0086, as there is a limit of 30 families. Donations of items for diaper bags or door prizes are also welcome.
- **Tina Helmick** shared that DHHR is taking applications for LIEAP (Low Income Energy Assistance Program) at any time.
- **Dr. Reed** distributed a flyer for tomorrow evening's community seminar about violence as related to gun issues, to be held at the Presbyterian Church and will include a covered

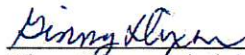
dish meal. He noted that West Virginian has the distinction of having one of the largest number of private sales of guns (across state borders) that get used in crimes.

A discussion took place on whether it's a financial advantage or a disadvantage to go off "welfare" (assistance from DHHR). Aspects of discussion included the costs associated with child care, transportation, low-income housing, etc. when one no longer receives DHHR assistance. Jodi McQuillan noted that HAPI has hired previous DHHR clients to do outreach work but couldn't use them more than 5 or 10 hours a week before it negatively impacted their circumstances.

We went around the room to share how we are able to keep the New Year's resolutions we made. Various suggestions were: writing down a monthly goal; reminding oneself 'I can do it'; using a "vision board" (a visual cue for upcoming goals); taking each day at a time; using a planner (writing down appointments and such); making a list and prioritizing; using apps; surrounding oneself with people who support you; setting deadlines; writing out a "to do" list for the next day.

**Our next meeting will be March 9, 2020 at 12:00 noon.**

Respectfully submitted,



Ginny Dixon, Administrative Assistant  
Upshur County FRN



Board Member



Board Member



**Tennerton PSD  
Meeting Agenda  
March 12, 2020**

**2:00 pm**

- A. Call meeting to order.
- B. Reading / correction / approval of last month's minutes
- C. Financial report and approval of bill payments
- D. TPSD maintenance report
- E. New service report
- F. Shut off report
- G. Customer leaks and adjustments
- H. Annual report
- I. Customer complaints. Discussion on Joni Howard / Charles Smith PSC complaint
- J. Discussion on Rule 30-B
- K. Adjournment