

Upshur County Commission Meeting Agenda

Agenda packets are available electronically at http://www.upshurcounty.org/agenda_and_minutes/index.php or by request to the Upshur County Commission Office at 304-472-0535

- Location: Upshur County Courthouse Annex
If you prefer to participate by telephone, please dial 1-408-650-3123 Access Code: 272 564 045 to enter the conference call
- Date of Meeting: October 21, 2021
- 9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• October 14, 2021
- 9:05 a.m. Larry Lance, Upshur County Schools Counselor, Presentation of Red Ribbon Week Proclamation – October 25th through 29th, 2021 [Page 4](#)
- 9:30 a.m. Addie Helmick on behalf of Centers Against Violence – Presentation of Domestic Violence Awareness Month Proclamation – October 2021 [Page 5](#)
- 3:00 p.m. Court Security Advisory Board

Items for Discussion / Action / Approval:

1. Correspondence from Craig D. Presar, on behalf of the WVU Extension Service, requesting use of the large pavilion at the Upshur County Recreational Park on October 23, 2021 from 9:30 a.m. to 3:00 p.m. This site will serve as one of the locations during the Upshur County 4-H Family Scavenger Hunt in which approximately 50 4-H families will be involved. Upon approval, Mr. Presar is also requesting for the rental fee to be waived. * [Page 6-7](#)
2. Correspondence from Kristi L. Wilkerson, Upshur Cooperative Parish House & Crosslines Executive Director, requesting a monetary donation to be utilized to purchase turkeys for Thanksgiving Food Baskets. Approximately 700 families will be provided a food box. * [Page 8](#)
3. Correspondence from Norma Woody, Adrian PSD Manager, recommending the reappointment of Kelly W. Arnold to the Board of Directors beginning November 1, 2021 through October 31, 2027. * [Page 9](#)
4. Approval and signature of the Upshur County Sheriff's Office Sign-On Incentive Agreement between the Upshur County Sheriff's Office, the Upshur County Commission and Timothy Menendez. Employment commenced August 29, 2021 and to receive and maintain the full incentive, Mr. Menendez must remain satisfactorily employed with the Upshur County Sheriff's Office for eight (8) years. *
Item may lead to Executive Session per WV Code §6-9A-4 (A) [Under separate cover](#)
5. Correspondence from Cheyenne Troxell, 26th Judicial Circuit Community Corrections Program Director, requesting the transfer of Brooklyn Queen from part-time case aide to full-time case manager in the Lewis County Office, effective November 1, 2021. * [Under separate cover](#)
Item may lead to Executive Session per WV Code §6-9A-4

6. Approval of advertisement for a Community Corrections Case Manager in the Upshur County Office. The starting rate of pay is \$17.90 per hour and applications are due no later than November 5, 2021. *

[Page 10-11](#)

7. Consider resignation of employee. *

Item may lead to Executive Session per WV Code §6-9A-4 (A)

[Under separate cover](#)

8. Approve Invoices for Payment, Purchase Card Invoices for Payment, Budget Revisions / Financial Reports or Information, Correction of Erroneous Assessments, Exonerations/Refunds, Grant Updates / Requests for Reimbursements, Final Settlements, Vacation Orders, Consolidation of Land Tracts, Facility Maintenance Concerns or Updates, Road Name Requests, Project Reports / Updates, Request to Attend Meetings, Request for Day(s) Off, Remote Work Request(s).

For Your Information:

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

1. Correspondence from Zachary Kelley, Disability Rights of West Virginia Advocate, regarding the accessibility of Upshur County polling sites. [Page 12-25](#)

2. Upshur County Fire Board, Inc. Cumulative Financial Reports FY22 – July 1, 2021 through September 30, 2021 [Page 26-38](#)

3. Upshur County Mileage Reports – September, 2021 [Pages 39-48](#)

- Upshur 911
- Maintenance
- Emergency Management
- Sheriff
- Addressing and Mapping
- Community Corrections
- Dog Pound

4. Public Notices:

a) Newsletters and/or Event Notifications:

b) Agendas and/or Notice of Meetings:

- | | | |
|---|------------------|-------------------------|
| • 26 th Judicial Circuit Community Corrections Program | October 18, 2021 | Page 49 |
| • Upshur County Public Library | October 20, 2021 | Page 50 |
| • City Council of Buckhannon | October 21, 2021 | Page 51 |
| • City of Buckhannon – Special Session | October 25, 2021 | Page 52 |

c) Meeting Minutes:

d) Meetings:

- | | |
|-----------------------|---------------------------------------|
| • 10/05/21 5:00 p.m. | Elkins Road PSD |
| • 10/05/21 4:00 p.m. | Hodgesville PSD |
| • 10/07/21 7:00 p.m. | Banks District VFD |
| • 10/21/21 7:00 p.m. | City Council of Buckhannon |
| • 10/07/21 7:00 p.m. | Selbyville VFD |
| • 10/11/21 12:00 p.m. | Upshur County Family Resource Network |

- 10/11/21 4:30 p.m. Upshur County Solid Waste Authority
- 10/11/21 5:30 p.m. Buckhannon-Upshur Recreational Park Advisory Board
- 12/06/21 6:00 p.m. Lewis-Upshur Community Corrections Board – Upshur Co.
- 10/12/21 7:30 p.m. Adrian VFD
- 11/04/21 6:00 p.m. Buckhannon-Upshur Board of Health
- 10/12/21 7:00 a.m. Upshur County Development Authority –Full Board
- 10/13/21 12:00 p.m. Upshur County Senior Center Board
- 10/13/21 3:00 p.m. Upshur County Conventions & Visitors Bureau
- 10/12/21 7:00 p.m. Warren District VFD
- 10/07/21 3:00 p.m. Adrian PSD
- 10/13/21 3:00 p.m. Tennerton PSD
- 10/14/21 3:00 p.m. Upshur County Safe Sites & Structures Enforcement Board
- 10/14/21 7:30 p.m. Buckhannon VFD
- 10/11/21 4:00 p.m. Buckhannon Upshur Airport Authority
- 10/21/21 6:30 p.m. Upshur County Youth Camp Board
- 10/10/21 6:00 p.m. Washington District VFD
- 10/18/21 12:00 p.m. Buckhannon-Upshur Chamber of Commerce
- 10/20/21 4:00 p.m. Upshur County Public Library Board
- 10/15/21 10:00 a.m. Wes-Mon-Ty Resource Conservation & Development Council
- 10/26/21 6:30 p.m. Upshur County Fire Board, Inc.
- 10/26/21 3:00 p.m. UC Enhanced Emergency Telephone Advisory Board
- 10/13/21 7:00 p.m. Ellamore VFD
- 10/20/21 12:00 p.m. Lewis Upshur LEPC – Lewis Co.
- 10/21/21 6:00 p.m. Upshur County Farmland Protection Board
- 10/25/21 7:00 p.m. Upshur County Fire Fighters Association
- 10/13/21 6:00 p.m. Buckhannon River Watershed Association - Farm Bureau
- 10/27/21 1:00 p.m. James W. Curry Advisory Board
- 10/25/21 12:00 p.m. Region VII Planning & Development Council
- 10/25/21 10:00 a.m. Mountain CAP of WV, Inc., a CDC

5. Appointments Needed or Upcoming:

- Upshur County Fire Board (unexpired term 6/30/22) – Community Representative – 1st Mag. District

If you are interested in serving on an Upshur County board, please submit your letter of interest to the Commission Office at 91 W. Main St., Suite 101, Buckhannon, WV 26201 or trperry@upshurcounty.org. Upcoming term expirations are listed in this section of the agenda; however, letters of interest can be submitted at any time. Letters of interest for boards that do not currently have a vacancy will be held until a vacancy occurs. Please note that submitting a letter of interest does not guarantee appointment.

Tabled Items

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

1. Ty Landis, Youth Environmental Club – Presentation of proposed amphitheater renovation project at the Upshur County Recreational Park (tabled 7/29/21) *

**Next Regular Meeting of the Upshur County Commission
October 28, 2021 --- 9:00 a.m.
Upshur County Courthouse Annex**



Red Ribbon Week Proclamation

Whereas, recovery and abstinence from alcohol and other drug use is emphasized in West Virginia; It is imperative that visible, unified prevention education efforts by community members be continued to eliminate the effects of drugs and their use; and

Whereas, the National Red Ribbon Campaign is offering citizens the opportunity to demonstrate their commitment to healthy lifestyles including no drug use; and will be celebrating such during National Red Ribbon Week, October 25 – 29, 2021.

Whereas, Upshur County further commits its resources to ensure the success of the Red Ribbon Campaign;

Now therefore be it resolved,

That Upshur County does hereby proclaim October 25 – 29, 2021, as Red Ribbon Week and encourages its citizens to participate in drug prevention education activities, making a visible statement that we are strongly committed to a healthy, drug free state.

President, Upshur County Commission



Whereas, Family is the foundation of a safe and healthy community. It is the goal of this community for our families to be safe.

Whereas, the problem of domestic violence is not confined to any group, but crosses all economic, racial, gender, educational, religious and societal barriers.

Whereas, Domestic Violence is widespread and is devastating to society as a whole.

Whereas, Victims and Survivors of domestic violence should have the support in their community to find the compassion, comfort, and healing they need, and the abusers should be punished to the full extent of the law.

Whereas, Between October 2020 to the end of September 2021 over 200 households in Upshur County received services from Centers Against Violence.

Whereas, Upshur County along with Centers Against Violence urges community members to take this opportunity to educate themselves about the impact of Domestic Violence and become familiar with resources, trainings, and programs available. Let us remember the victims and survivors of this community, and work together to end domestic violence.

Now therefore be it Resolved, that the Upshur County Commission declares the month of October 2021 as Domestic Violence Awareness Month in Upshur County.

Signed this 21st Day October, 2021

Kristie G. Tenney, President
Upshur County Commission

Terry Cutright, Commissioner

Sam Nolte, Commissioner





October 19, 2021

Upshur County Commission
Kristie Tenney, President
91 W. Main St., Suite 101
Buckhannon, WV 26201

Dear Commission Members,

On October 23, 2021, the WVU Upshur County Extension Service will be conducting Upshur County 4-H Family Scavenger Hunt. We hope to hold a portion of this event at the Buckhannon-Upshur Recreational Park. We are requesting use of the main pavilion from 9:30 am to 3:00 pm. Participants will come to the park, take part in one brief hands-on activity, and then move on to another station. It is anticipated that up to 50 4-H families will be involved for the day. A copy of the Certificate of Liability Insurance for the WVU Extension Service has been provided as an attachment to this letter.

To alleviate costs related to providing an educational experience like this, we are requesting a waiver of the fees associated with the use of these facilities. A reduction in operational expenses will allow a wider and more diverse collection of programming opportunities.

As always, we are grateful for your continued support of the WVU Extension Service and the youth of Upshur County.

Thank you,

A handwritten signature in blue ink, appearing to read 'Craig D. Presar', with a long horizontal flourish extending to the right.

Craig D. Presar
WVU Extension Service



CERTIFICATE OF LIABILITY INSURANCE

 DATE (MM/DD/YYYY)
06/04/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER West Virginia Board of Risk & Insurance Management 1124 Smith Street Suite 4300 Charleston, WV 25301		CONTACT NAME: PHONE (A/C, No, Ext): 304-766-2646 FAX (A/C, No): 304-558-6004 E-MAIL ADDRESS: brim.underwriting@wv.gov	
INSURED WEST VIRGINIA UNIVERSITY P O BOX 6024 MORGANTOWN WV 26506 6024		INSURER(S) AFFORDING COVERAGE INSURER A: National Union Fire Co of Pittsburgh PA NAIC # 19445 INSURER B: WV Board of Risk and Insurance Management INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> WRONGFUL ACT <input checked="" type="checkbox"/> PROFESSIONAL GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOG OTHER:		L 176	07/01/2021	07/01/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 250,000 MED EXP (Any one person) \$ 0 PERSONAL & ADV INJURY \$ INCLUDED GENERAL AGGREGATE \$ NONE PRODUCTS - COMP/OP AGG \$ NONE
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		L 176	07/01/2021	07/01/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	L 176	07/01/2021	07/01/2022	PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	PROPERTY COVERAGE		P 176	07/01/2021	07/01/2022	REPLACEMENT COST

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

SUBJECT TO THE PROVISIONS, CONDITIONS AND EXCLUSIONS OF THE POLICIES LISTED ABOVE, IT IS AGREED THAT THE CERTIFICATE HOLDER IS AN "ADDITIONAL INSURED" WITH RESPECTS TO: WVU EXTENSION SERVICES INVOLVEMENT IN SEVERAL EVENTS TAKING PLACE WITH UPSHUR COUNTY DURING FY 2021.

CERTIFICATE HOLDER UPSHUR COUNTY COMMISSION 91 WEST MAIN STREET SUITE 101 BUCKHANNON WV 26201	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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From: "Kristi Wilkerson" <krlwilkerson@gmail.com>
To: "C L Wallace" <clwallace@upshurcounty.org>
Subject: Thanksgiving Question
Date: 10/12/2021 8:11:29 PM

Hi Carrie,

We are preparing for Thanksgiving Food Baskets here...

and we will be prepared to provide these food boxes to at least 700 Upshur families.

Although we have made several requests to other entities, we have not yet secured grant funding to pay for the turkeys, which is always our greatest expense. Last year we were fortunate to receive generous funding from the Commission from CARES funds to help cover the cost of the turkeys.

Might any of those funds (or other funds) be available to help with the cost of turkeys this year? We have placed our order at Rock Cave IGA already and stay committed to supporting an Upshur County business for our holiday food basket needs. The turkeys will cost a minimum of \$7,000, and likely more as food costs have increased over the past year.

Please let me know if you need any additional information.

Thanks so much for considering this request... and for all you and the Commissioners do for our community!

~Kristi :)

Kristi L. Wilkerson, Executive Director
Upshur Cooperative Parish House & Crosslines
68 College Avenue
Buckhannon, WV 26201
304-472-0743
KRLWilkerson@gmail.com

Adrian Public Service District
PO Box 87
French Creek WV 26218-0087
Phone/Fax (304)924-6107 e mail adrianpsd@outlook.com

Board of Directors

10/21/2021

Paul A. Spencer, Chairman
Carolyn S. Douglas, Vice Chairman
Kelly Arnold, Sec., Treas.

Upshur County Commission
Kristie G. Tenney, President
38 W Main St Rm 302
Buckhannon, WV 26201

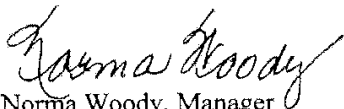
RE: Board Member Reappointment

Dear Commissioner Tenney:

During the October Board of Directors meeting, it was decided unanimously to recommend the reappointment of Kelly W. Arnold to Adrian Public Service District Board of Directors beginning November 1, 2021 through October 31, 2027 for a six year term.

Kelly's current term expires October 31, 2021.

Sincerely,


Norma Woody, Manager
Adrian Public Service District



26th Judicial Circuit Community Corrections

Upshur County Office
85 West Main Street
Buckhannon, WV 26201
Phone - (304)-472-9548
Fax - (304)-472-8735

Lewis County Office
111 Court Avenue
Weston, WV 26452
Phone - (304)-269-9162 or
(304)-269-8674
Fax - (304)-269-8693

Email - 25judicialcccc@gmail.com

October 19, 2021

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

Dear Commissioners,

On behalf of the 26th Judicial Circuit Community Corrections Board I would like to request to advertise a full-time 40 hrs/week with benefits vacant case manager position in the Lewis County office. The starting rate of pay will be \$17.90/hr. I would like to have the ad put into the record delta and weston deomcrat and run for two weeks which would close on November 5, 2021. If you have any questions feel free to contact me.

Sincerely,

Cheyenne Troxell
Program Director

Case Manager

The 26th Judicial Circuit Community Corrections program is hiring for a full- time case manager position in the Lewis County Office, 40 hours per week. Starting pay is \$17.90/hour. Duties will include, but are not limited to, answering phone calls, creating correspondence, assisting with drug screening and transportation, scheduling client services, and other general office duties. Bachelor's degree is preferred but not required, a valid driver's license, and have the ability to interact well with others and pass a criminal background check.

- Schedules counseling appointments
- Arranges community service
- Updates BIPPS attendance sheet weekly
- Performs intakes for BIPPS clients
- Takes in home confinement money
- Assists in routine monitoring of home confinement clients
- Answers phones
- Supervises drug screening
- Administers the LSCMI case assessment tool
- Attends trainings as required by Community Corrections Subcommittee
- Prepares routine office documentation
- Enters all case information into database
- Provides testimony for court purposes

Individuals may obtain an application during normal business hours of 8:00 am until 4:00pm., Monday through Friday at the following locations: Office of the Upshur County Commission located at 91 W. Main Street, Suite 101 Buckhannon, WV 26201, Upshur County Day Report Center at 85 West Main Street, Buckhannon, WV 26201, or at the Lewis County Day Report Center at 111 Court Ave, Weston, WV 26452. Applications must be received at the Upshur County Day Report Center or the Lewis County Day Report Center on or before the close of business on November 5, 2021.

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, gender identity, sexual orientation, disability, age, or handicap. Upshur County has established a drug free and tobacco free work environment.



September 24, 2021

Upshur County Clerk's Office
Carol Smith
40 West Main Street
Room 101
Buckhannon, WV 26201

Re: Accessibility of Upshur County Polling Sites

Dear Carol Smith:

Disability Rights of West Virginia (DRWV) is the federally mandated protection and advocacy system for people with disabilities in West Virginia. One of DRWV's grants is Protection and Advocacy for Voting Access (PAVA). The PAVA grant program allows DRWV to ensure that individuals with disabilities can access full participation in the election process.

Title II of the Americans with Disabilities Act (ADA) requires state and local governments (public entities) to ensure that people with disabilities have a full and equal opportunity to vote. The ADA's provisions apply to all aspects of voting, including polling places. People with disabilities must have the opportunity to be full participants in an integrated civic event.

On July 29, 2021, we completed exterior accessibility monitoring of all precincts in Upshur County. The majority of the polling sites in your county are accessible or can easily be made temporarily accessible by designating accessible parking, hanging appropriate signage, and/or keeping doors opened. As such, the following ADA codes have been referenced below.

206.2.1 Site Arrival Points. At least one accessible route shall be provided within the site from accessible parking spaces and accessible passenger loading zones; public streets and sidewalks; and public transportation stops to the accessible building or facility entrance they serve.

216.6 Where not all entrances comply with 404 (Doors, Doorways, and Gates), entrances complying with 404 shall be identified by the International Symbol of Accessibility

Removing Barriers to Opportunity and Equality

The Protection & Advocacy System for the State of WV

Disability Rights of West Virginia • 1207 Quarrier Street, Suite 400 • Charleston, WV 25301
800.950.5250 • 304.346.0847 • FAX 304.346.0867 • contact@drowv.org

complying with 703.7.2.1. Directional signs complying with 703.5 that indicate the location of the nearest entrance complying with 404 shall be provided at entrances that do not comply with 404.

309.4 Operable parts shall be operable with one hand and shall not require tight grasping, pinching, or twisting of the wrist. The force required to activate operable parts shall be 5 pounds (22.2 N) maximum.

502.2 Vehicle Spaces. Car parking spaces shall be 96 inches (2440 mm) wide minimum and van parking spaces shall be 132 inches (3350 mm) wide minimum, shall be marked to define the width, and shall have an adjacent access aisle complying with 502.3. EXCEPTION: Van parking spaces shall be permitted to be 96 inches (2440 mm) wide minimum where the access aisle is 96 inches (2440 mm) wide minimum.

502.6 Identification. Parking space identification signs shall include the International Symbol of Accessibility complying with 703.7.2.1. Signs identifying van parking spaces shall contain the designation "van accessible." Signs shall be 60 inches (1525 mm) minimum above the finish floor or ground surface measured to the bottom of the sign.

The **2010 ADA Standards for Accessible Designs** referenced in this report can be found online at:

https://www.ada.gov/regs2010/2010ADAStandards/2010ADAStandards_prt.pdf

Before further review, please take time to browse the Standards to gain a better understanding of the issues addressed. The tables on the following pages list the ADA Standards and ADA Title II regulations, if applicable, for each area we monitored, the issues noted at each site, if any, and suggestions for meeting ADA compliance on election days.

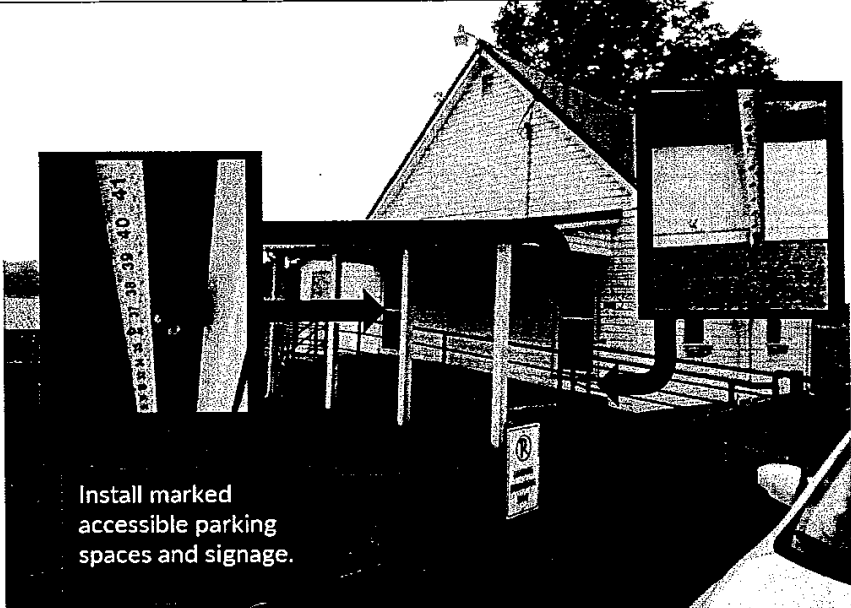
Please provide DRWV with your written plan of corrections to address the issues cited in this report. You may submit your Plan of Corrections via email to zkelley@drofwv.org or by mail to:

**DRWV
Zachary Kelley
1207 Quarrier St., Suite 400
Charleston, WV 25301**


We ask that you submit a written plan of correction to address these issues **within 60 days** of the date of this report. Should you have any questions or concerns or need any additional information, please feel free to contact this office at any time.

Arlington Community Building	
Issue(s)	No marked accessible parking spaces or signage displayed. No handrail extensions.
Exhibit	
2010 ADA Standards for Accessible Design Requirements	<p>208.2 Minimum Number. Parking spaces complying with 502 shall be provided in accordance with Table 208.2 except as required by 208.2.1, 208.2.2, and 208.2.3. Where more than one parking facility is provided on a site, the number of accessible spaces provided on the site shall be calculated according to the number of spaces required for each parking facility.</p> <p>208.2.4 Van Parking Spaces. For every six or fraction of six parking spaces required by 208.2 to comply with 502, at least one shall be a van parking space complying with 502.</p> <p>502.6 Identification. Parking space identification signs shall include the International Symbol of Accessibility complying with 703.7.2.1. Signs identifying van parking spaces shall contain the designation "van accessible." Signs shall be 60 inches minimum above the finish floor or ground surface measured to the bottom of the sign.</p> <p>505.10.1 Top and Bottom Extension at Ramps. Ramp handrails shall extend horizontally above the landing for 12 inches (305 mm) minimum beyond the top and bottom of ramp runs. Extensions shall return to a wall, guard, or the landing surface, or shall be continuous to the handrail of an adjacent ramp run.</p>
Suggestions for ADA Compliance	Add accessible parking striping. Install accessible parking signage to the required height that complies with the ADA regulation. Install handrail extensions.


Brushy Fork Community Building

Issue(s)	No marked accessible parking spaces or signage displayed. Door hardware is not accessible. Large lip at one of the entrances / exits used on Election Day.
Exhibit	
2010 ADA Standards for Accessible Design Requirements	<p>208.2 Minimum Number. Parking spaces complying with 502 shall be provided in accordance with Table 208.2 except as required by 208.2.1, 208.2.2, and 208.2.3. Where more than one parking facility is provided on a site, the number of accessible spaces provided on the site shall be calculated according to the number of spaces required for each parking facility.</p> <p>208.2.4 Van Parking Spaces. For every six or fraction of six parking spaces required by 208.2 to comply with 502, at least one shall be a van parking space complying with 502.</p> <p>303.4 Changes in level greater than ½ inch (13 mm) high shall be ramped and shall comply with 405 or 406.</p> <p>404.2.7 Door hardware is operable with one hand and does not require tight grasping, pinching, or twisting of the wrist.</p> <p>502.6 Identification. Parking space identification signs shall include the International Symbol of Accessibility complying with 703.7.2.1. Signs identifying van parking spaces shall contain the designation "van accessible." Signs shall be 60 inches minimum above the finish floor or ground surface measured to the bottom of the sign.</p> <p>505.10.1 Top and Bottom Extension at Ramps. Ramp handrails shall extend horizontally above the landing for 12 inches (305 mm) minimum beyond the top and bottom of ramp runs. Extensions shall return to a wall, guard, or the landing surface, or shall be continuous to the handrail of an adjacent ramp run.</p>

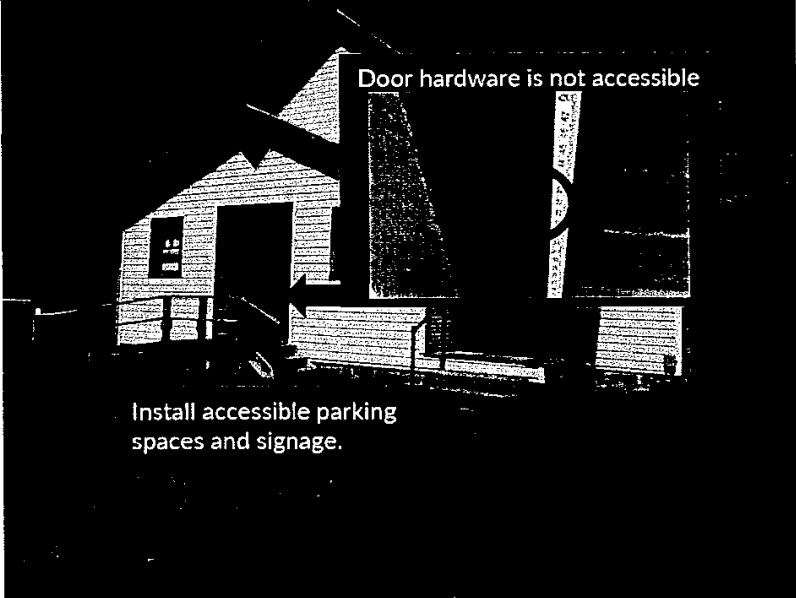
Suggestions for ADA Compliance	Add accessible parking striping. Install accessible parking signage to the required height that complies with the ADA regulation. Change door hardware to comply with ADA regulation. Install entry ramp to entrance /exit used on Election Day. Install handrail extensions.
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Buckhannon Academy School	
Issue(s)	Accessible parking signage is not displayed.
Exhibit	
2010 ADA Standards for Accessible Design Requirements	502.6 Identification. Parking space identification signs shall include the International Symbol of Accessibility complying with 703.7.2.1. Signs identifying van parking spaces shall contain the designation "van accessible." Signs shall be 60 inches minimum above the finish floor or ground surface measured to the bottom of the sign.
Suggestions for ADA Compliance	Install accessible parking signage to the required height that complies with the ADA regulation.

Courthouse Annex (not in use anymore)	
Issue(s)	No marked accessible parking spots or signage displayed.

Exhibit	
2010 ADA Standards for Accessible Design Requirements	502.6 Identification. Parking space identification signs shall include the International Symbol of Accessibility complying with 703.7.2.1. Signs identifying van parking spaces shall contain the designation "van accessible." Signs shall be 60 inches minimum above the finish floor or ground surface measured to the bottom of the sign.
Suggestions for ADA Compliance	Add striped accessible parking spots. Install accessible parking signage to the required height that complies with the ADA regulation.

Excelsior Community Building	
Issue(s)	No marked accessible parking spaces or signage displayed. Door hardware is not accessible.

Exhibit	
2010 ADA Standards for Accessible Design Requirements	<p>208.2 Minimum Number. Parking spaces complying with 502 shall be provided in accordance with Table 208.2 except as required by 208.2.1, 208.2.2, and 208.2.3. Where more than one parking facility is provided on a site, the number of accessible spaces provided on the site shall be calculated according to the number of spaces required for each parking facility.</p> <p>208.2.4 Van Parking Spaces. For every six or fraction of six parking spaces required by 208.2 to comply with 502, at least one shall be a van parking space complying with 502.</p> <p>404.2.7 Door hardware is operable with one hand and does not require tight</p> <p>502.6 Identification. Parking space identification signs shall include the International Symbol of Accessibility complying with 703.7.2.1. Signs identifying van parking spaces shall contain the designation "van accessible." Signs shall be 60 inches minimum above the finish floor or ground surface measured to the bottom of the sign.</p>
Suggestions for ADA Compliance	<p>Add striped accessible parking spots. Install accessible parking signage to the required height that complies with the ADA regulation. Change door hardware to comply with ADA regulation.</p>

French Creek Grade School	
Issue(s)	Accessible parking signage not displayed properly.





Exhibit	
2010 ADA Standards for Accessible Design Requirements	502.6 Identification. Parking space identification signs shall include the International Symbol of Accessibility complying with 703.7.2.1. Signs identifying van parking spaces shall contain the designation "van accessible." Signs shall be 60 inches minimum above the finish floor or ground surface measured to the bottom of the sign.
Suggestions for ADA Compliance	Install accessible parking signage to the required height that complies with the ADA regulation.
Hodgeville Grade School	
Issue(s)	Accessible parking signage is not displayed.

Exhibit	
2010 ADA Standards for Accessible Design Requirements	502.6 Identification. Parking space identification signs shall include the International Symbol of Accessibility complying with 703.7.2.1. Signs identifying van parking spaces shall contain the designation "van accessible." Signs shall be 60 inches minimum above the finish floor or ground surface measured to the bottom of the sign.
Suggestions for ADA Compliance	Install accessible parking signage to the required height that complies with the ADA regulation.


Rock Cave Grade School	
Issue(s)	Accessible parking signage is not displayed.

Exhibit	
2010 ADA Standards for Accessible Design Requirements	502.6 Identification. Parking space identification signs shall include the International Symbol of Accessibility complying with 703.7.2.1. Signs identifying van parking spaces shall contain the designation "van accessible." Signs shall be 60 inches minimum above the finish floor or ground surface measured to the bottom of the sign.
Suggestions for ADA Compliance	Install accessible parking signage to the required height that complies with the ADA regulation.

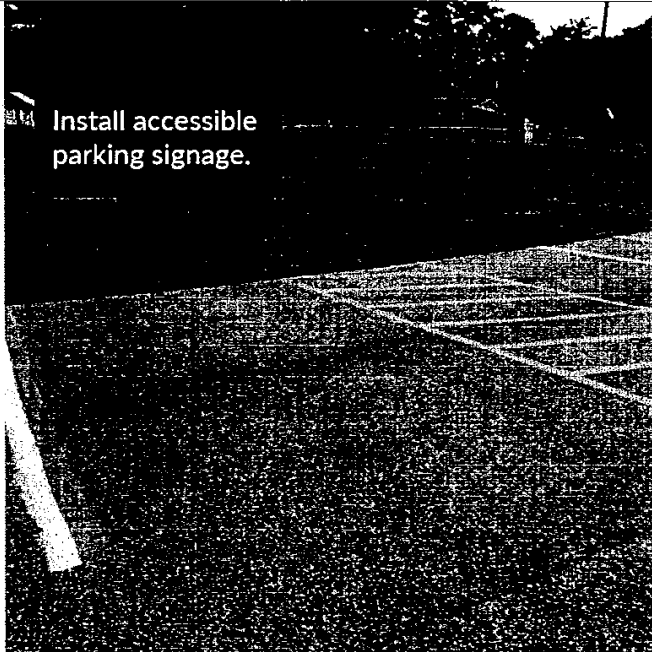
Selbyville Fire Department	
Issue(s)	No marked accessible parking spaces or signage displayed.

Exhibit	 <p>Extend paved area. Install accessible parking striping and signage.</p>
2010 ADA Standards for Accessible Design Requirements	<p>208.2 Minimum Number. Parking spaces complying with 502 shall be provided in accordance with Table 208.2 except as required by 208.2.1, 208.2.2, and 208.2.3. Where more than one parking facility is provided on a site, the number of accessible spaces provided on the site shall be calculated according to the number of spaces required for each parking facility.</p> <p>208.2.4 Van Parking Spaces. For every six or fraction of six parking spaces required by 208.2 to comply with 502, at least one shall be a van parking space complying with 502.</p> <p>502.6 Identification. Parking space identification signs shall include the International Symbol of Accessibility complying with 703.7.2.1. Signs identifying van parking spaces shall contain the designation "van accessible." Signs shall be 60 inches minimum above the finish floor or ground surface measured to the bottom of the sign.</p>
Suggestions for ADA Compliance	Relocate items stored in parking area and add striped accessible parking spots. Install accessible parking signage to the required height that complies with the ADA regulation.

Union District School	
Issue(s)	Accessible parking signage is not displayed.

Exhibit	 <p>Install accessible parking signage.</p>
2010 ADA Standards for Accessible Design Requirements	<p>502.6 Identification. Parking space identification signs shall include the International Symbol of Accessibility complying with 703.7.2.1. Signs identifying van parking spaces shall contain the designation "van accessible." Signs shall be 60 inches minimum above the finish floor or ground surface measured to the bottom of the sign.</p>
Suggestions for ADA Compliance	<p>Install accessible parking signage to the required height that complies with the ADA regulation.</p>

Washington District School	
Issue(s)	Accessible parking signage is not displayed.

Exhibit	
2010 ADA Standards for Accessible Design Requirements	502.6 Identification. Parking space identification signs shall include the International Symbol of Accessibility complying with 703.7.2.1. Signs identifying van parking spaces shall contain the designation "van accessible." Signs shall be 60 inches minimum above the finish floor or ground surface measured to the bottom of the sign.
Suggestions for ADA Compliance	Install accessible parking signage to the required height that complies with the ADA regulation.

Several temporary solutions have been offered for making polling sites across Upshur County accessible, and many of these solutions can easily be found online or at your local hardware store. An additional resource is West Virginia University's Center for Excellence in Disabilities West Virginia Assistive Technology System (WVATS) program. This program has portable ramps to loan for free, although pick-up and drop-off of the ramps are required. Enclosed is a brochure with information for contacting WVATS.

The **2010 ADA Standards for Accessible Designs** referenced in this report can be found online at:

https://www.ada.gov/regs2010/2010ADASTandards/2010ADASTandards_prt.pdf

The following valuable resources have been included for your reference:

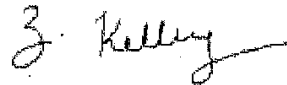
- ADA Checklist for Polling Places <https://www.ada.gov/votingck.htm>
- The Americans with Disabilities Act and Other Federal Laws Protecting the Rights of Voters with Disabilities https://www.ada.gov/ada_voting/ada_voting_ta.htm
- Solutions for Five Common ADA Access Problems at Polling Places https://www.ada.gov/ada_voting/voting_solutions_ta/polling_place_solutions.htm

- ADA Quick Tips Tax Incentives <https://adata.org/factsheet/quicktips-tax>

The ADA requires that public entities ensure that people with disabilities can access and use all voting facilities. Because a mix of public and private facilities are used as polling places, public entities may ensure Election Day accessibility of a polling place by using low-cost, temporary measures, such as portable ramps or door stops, rather than making permanent modifications to a building. If temporary measures will not fix a barrier, and public entities are unable to make a permanent modification to fix the barrier, then the public entity must look for an alternative, accessible polling place.

Thank you for working to ensure that the citizens of Upshur County have accessible polling sites. DRWV may share and retain information that was gathered during the accessibility study of the poll sites in your county. If you have any questions about accessibility, or the information provided in this report, please feel free to contact me at 304-346-0847 or zkelley@drofwv.org.

Sincerely,

A handwritten signature in black ink, appearing to read "Z. Kelley", with a long horizontal flourish extending to the right.

Zachary Kelley
Advocate

cc: Kristi Tenney, Upshur County Commission President
Bryan Hinkle, Upshur County Prosecuting Attorney

Upshur County Fire
Board, INC.
Quarterly Financial
Report
October 2021

**Fire Board Financial Report
2021 - 2022**

CARRYOVER BALANCE: \$34,962.63

<u>Item / Date</u>	<u>Amount</u>	<u>Financial Institution / Payee</u>	<u>Description / Source</u>
DEPOSITS			
Sheriff of Upshur County	\$53,055.01	First Community Bank	Fire Fee Collections through 7/31/2021
Sheriff of Upshur County	\$104,739.62	First Community Bank	Fire Fee Collections through 8/31/2021
Sheriff of Upshur County	\$30,860.12	First Community Bank	Fire Fee Collections through 9/30/2021
Sheriff of Upshur County		First Community Bank	Fire Fee Collections through 10/31/2021
Sheriff of Upshur County		First Community Bank	Fire Fee Collections through 11/30/2021
Sheriff of Upshur County		First Community Bank	Fire Fee Collections through 12/31/2021
Sheriff of Upshur County		First Community Bank	Fire Fee Collections through 01/31/2022
Sheriff of Upshur County		First Community Bank	Fire Fee Collections through 02/28/2022
Sheriff of Upshur County		First Community Bank	Fire Fee Collections through 03/31/2022
Sheriff of Upshur County		First Community Bank	Fire Fee Collections through 04/30/2022
Sheriff of Upshur County		First Community Bank	Fire Fee Collections through 05/31/2022
Sheriff of Upshur County		First Community Bank	Fire Fee Collections through 06/30/2022

Total Deposits: \$188,654.75

Total:

Plus Carryover: \$223,617.38

EXPENDITURES

<u>DATE</u>	<u>Amount</u>	<u>Check #</u>	<u>Payee</u>	<u>Description</u>
July 20, 2021	\$228.00	1045	SOFTWARE SYSTEMS	INVOICE 35110
July 20, 2021	\$6,478.83	1046	UPSHUR COUNTY COMMISSION	PAYROLL REIMBURSEMENT
July 20, 2021	\$72.73	1047	UPSHUR COUNTY COMMISSION	POSTAGE REIMBURSEMENT
July 20, 2021	\$2,696.82	1048	RALSTON PRESS	INVOICE 89766
July 20, 2021	\$7.14	1049	UPSHUR COUNTY COMMISSION	POSTAGE REIMBURSEMENT
September 21, 2021	\$635.50	1050	SOFTWARE SYSTEMS	Invoices 35329 & 35244
September 21, 2021	\$233.52	1051	UPSHUR COUNTY COMMISSION	Supplies P-card purchases

DATE: 10/19/21

CUMULATIVE POSITION REPORT
 7/01/2021 - 9/30/2021
 COUNTY SUMMARY

PAGE: 1

	-----UNPAID - CHARGES-----			-----YEAR - TO - DATE - TAXES - PAID-----					
	REAL	PERSONAL	TOTAL	CHARGE AMOUNT	DISCOUNT	INTEREST	PUB FEE	DIFFERENCE	COLLECTION
REGULAR CHARGES	72660.00	.00	72660.00	199405.00	.00	.00	.00	.00	199405.00
SUPPLEMENTAL CHARGES	.00	.00	.00	.00	.00	.00	.00	.00	.00
TOTAL CURRENT CHARGES	72660.00	.00	72660.00	199405.00	.00	.00	.00	.00	199405.00
PERCENTAGE OF UNPAID & PAID CHARGES			026%	074%					
PRIOR YEAR REAL	215160.00	.00	.00	1885.00	.00	.00	.00	.00	2820.00
PRIOR YEAR PERSONAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
CANCELLATIONS	.00	.00	.00						

DATE: 10/19/21

CUMULATIVE POSITION REPORT
7/01/2021 -- 9/30/2021
DISTRICT:

PAGE: 1

	-----UNPAID - CHARGES-----			-----YEAR - TO - DATE - TAXES - PAID-----					
	REAL	PERSONAL	TOTAL	CHARGE AMOUNT	DISCOUNT	INTEREST	PUB FEE	DIFFERENCE	COLLECTION
REGULAR CHARGES	.00	.00	.00	.00	.00	.00	.00	.00	.00
SUPPLEMENTAL CHARGES	.00	.00	.00	.00	.00	.00	.00	.00	.00
TOTAL CURRENT CHARGES	.00	.00	.00	.00	.00	.00	.00	.00	.00
PERCENTAGE OF UNPAID & PAID CHARGES			000%	000%					
PRIOR YEAR REAL	50.00	.00	.00	.00	.00	.00	.00	.00	.00
PRIOR YEAR PERSONAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
CANCELLATIONS	.00	.00	.00						

DATE: 10/19/21

CUMULATIVE POSITION REPORT
 7/01/2021 - 9/30/2021
 DISTRICT: BANKS

PAGE: 2

	-----UNPAID - CHARGES-----			-----YEAR - TO - DATE - TAXES - PAID-----					
	REAL	PERSONAL	TOTAL	CHARGE AMOUNT	DISCOUNT	INTEREST	PUB FEE	DIFFERENCE	COLLECTION
REGULAR CHARGES	9635.00	.00	9635.00	28960.00	.00	.00	.00	.00	28960.00
SUPPLEMENTAL CHARGES	.00	.00	.00	.00					.00
TOTAL CURRENT CHARGES	9635.00	.00	9635.00	28960.00	.00	.00	.00	.00	28960.00
PERCENTAGE OF UNPAID & PAID CHARGES			024%	076%					
PRIOR YEAR REAL	28775.00	.00	.00	450.00	.00	.00	.00	.00	720.00
PRIOR YEAR PERSONAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
CANCELLATIONS	.00	.00	.00						

DATE: 10/19/21

CUMULATIVE POSITION REPORT
 7/01/2021 - 9/30/2021
 DISTRICT: BUCKHANNON

PAGE: 3

	-----UNPAID - CHARGES-----			-----YEAR - TO - DATE - TAXES - PAID-----					
	REAL	PERSONAL	TOTAL	CHARGE AMOUNT	DISCOUNT	INTEREST	PUB FEE	DIFFERENCE	COLLECTION
REGULAR CHARGES	14565.00	.00	14565.00	53130.00	.00	.00	.00	.00	53130.00
SUPPLEMENTAL CHARGES	.00	.00	.00	.00	.00	.00	.00	.00	.00
TOTAL CURRENT CHARGES	14565.00	.00	14565.00	53130.00	.00	.00	.00	.00	53130.00
PERCENTAGE OF UNPAID & PAID CHARGES			021%	079%					
PRIOR YEAR REAL	47470.00	.00	.00	225.00	.00	.00	.00	.00	450.00
PRIOR YEAR PERSONAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
CANCELLATIONS	.00	.00	.00						

DATE: 10/19/21

CUMULATIVE POSITION REPORT
 7/01/2021 - 9/30/2021
 DISTRICT:

PAGE: 4

	}-----UNPAID - CHARGES-----{			}-----YEAR - TO - DATE - TAXES - PAID-----{					
	REAL	PERSONAL	TOTAL	CHARGE AMOUNT	DISCOUNT	INTEREST	PUB FEE	DIFFERENCE	COLLECTION
REGULAR CHARGES	.00	.00	.00	.00	.00	.00	.00	.00	.00
SUPPLEMENTAL CHARGES	.00	.00	.00	.00	.00	.00	.00	.00	.00
TOTAL CURRENT CHARGES	.00	.00	.00	.00	.00	.00	.00	.00	.00
PERCENTAGE OF UNPAID & PAID CHARGES			000%	000%					
PRIOR YEAR REAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
PRIOR YEAR PERSONAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
CANCELLATIONS	.00	.00	.00						

DATE: 10/19/21

CUMULATIVE POSITION REPORT
 7/01/2021 - 9/30/2021
 DISTRICT: MEADE

PAGE: 5

	-----UNPAID - CHARGES-----			-----YEAR - TO - DATE - TAXES - PAID-----					
	REAL	PERSONAL	TOTAL	CHARGE AMOUNT	DISCOUNT	INTEREST	PUB FEE	DIFFERENCE	COLLECTION
REGULAR CHARGES	10620.00	.00	10620.00	25545.00	.00	.00	.00	.00	25545.00
SUPPLEMENTAL CHARGES	.00	.00	.00	.00					.00
TOTAL CURRENT CHARGES	10620.00	.00	10620.00	25545.00	.00	.00	.00	.00	25545.00
PERCENTAGE OF UNPAID & PAID CHARGES			029%	071%					
PRIOR YEAR REAL	38670.00	.00	.00	180.00	.00	.00	.00	.00	285.00
PRIOR YEAR PERSONAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
CANCELLATIONS	.00	.00	.00						

DATE: 10/19/21

CUMULATIVE POSITION REPORT
 7/01/2021 - 9/30/2021
 DISTRICT: UNION

PAGE: 6

	-----UNPAID - CHARGES-----			-----YEAR - TO - DATE - TAXES - PAID-----					
	REAL	PERSONAL	TOTAL	CHARGE AMOUNT	DISCOUNT	INTEREST	PUB FEE	DIFFERENCE	COLLECTION
REGULAR CHARGES	20545.00	.00	20545.00	39820.00	.00	.00	.00	.00	39820.00
SUPPLEMENTAL CHARGES	.00	.00	.00	.00					.00
TOTAL CURRENT CHARGES	20545.00	.00	20545.00	39820.00	.00	.00	.00	.00	39820.00
PERCENTAGE OF UNPAID & PAID CHARGES			034%	066%					
PRIOR YEAR REAL	46740.00	.00	.00	445.00	.00	.00	.00	.00	650.00
PRIOR YEAR PERSONAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
CANCELLATIONS	.00	.00	.00						

DATE: 10/19/21

CUMULATIVE POSITION REPORT
7/01/2021 - 9/30/2021
DISTRICT: WARREN

PAGE: 7

	-----UNPAID - CHARGES-----			-----YEAR - TO - DATE - TAXES - PAID-----					
	REAL	PERSONAL	TOTAL	CHARGE AMOUNT	DISCOUNT	INTEREST	PUB FEE	DIFFERENCE	COLLECTION
REGULAR CHARGES	7250.00	.00	7250.00	19695.00	.00	.00	.00	.00	19695.00
SUPPLEMENTAL CHARGES	.00	.00	.00	.00					.00
TOTAL CURRENT CHARGES	7250.00	.00	7250.00	19695.00	.00	.00	.00	.00	19695.00
PERCENTAGE OF UNPAID & PAID CHARGES			026%	074%					
PRIOR YEAR REAL	23260.00	.00	.00	225.00	.00	.00	.00	.00	225.00
PRIOR YEAR PERSONAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
CANCELLATIONS	.00	.00	.00						

DATE: 10/19/21

CUMULATIVE POSITION REPORT
 7/01/2021 - 9/30/2021
 DISTRICT: WASHINGTON

PAGE: 8

	-----UNPAID - CHARGES-----			-----YEAR - TO - DATE - TAXES - PAID-----					
	REAL	PERSONAL	TOTAL	CHARGE AMOUNT	DISCOUNT	INTEREST	PUB FEE	DIFFERENCE	COLLECTION
REGULAR CHARGES	10045.00	.00	10045.00	32255.00	.00	.00	.00	.00	32255.00
SUPPLEMENTAL CHARGES	.00	.00	.00	.00					.00
TOTAL CURRENT CHARGES	10045.00	.00	10045.00	32255.00	.00	.00	.00	.00	32255.00
PERCENTAGE OF UNPAID & PAID CHARGES			023%	077%					
PRIOR YEAR REAL	30195.00	.00	.00	360.00	.00	.00	.00	.00	490.00
PRIOR YEAR PERSONAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
CANCELLATIONS	.00	.00	.00						

DATE: 10/19/21

CUMULATIVE POSITION REPORT
 7/01/2021 - 9/30/2021
 DISTRICT: UPSHUR COUNTY DIST 8

PAGE: 9

	-----UNPAID - CHARGES-----			-----YEAR - TO - DATE - TAXES - PAID-----					
	REAL	PERSONAL	TOTAL	CHARGE AMOUNT	DISCOUNT	INTEREST	PUB FEE	DIFFERENCE	COLLECTION
REGULAR CHARGES	.00	.00	.00	.00	.00	.00	.00	.00	.00
SUPPLEMENTAL CHARGES	.00	.00	.00	.00	.00	.00	.00	.00	.00
TOTAL CURRENT CHARGES	.00	.00	.00	.00	.00	.00	.00	.00	.00
PERCENTAGE OF UNPAID & PAID CHARGES			000%	000%					
PRIOR YEAR REAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
PRIOR YEAR PERSONAL	.00	.00	.00	.00	.00	.00	.00	.00	.00
CANCELLATIONS	.00	.00	.00						



UPSHUR COUNTY COMMISSION

MONTHLY MILEAGE LOG

DEPARTMENT: Upshur 911

MONTH / YEAR: September 2021

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
Doyle Cutright II	Ford Expedition	2CNDL73F556160712	127757	127987	230	17
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
			GRAND TOTALS		230	17



UPSHUR

UPSHUR COUNTY COMMISSION

MONTHLY MILEAGE LOG

DEPARTMENT: Maintenance


MONTH / YEAR: Sept. 2021

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
GREG HARRIS	2020 F-250	IFT7XZB83LEE	6,361	7,214	853	0 22.55
Chris Alkire		84I12				0 4.5 (Diesel)
Eric Poling						0 21.2
Loretta Koon						0 22.1
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
GRAND TOTALS					853	0 65.81 0

MONTHLY MILEAGE LOG

MONTH / YEAR: Sept. 2021

[illegible]



UPSHUR

County, West Virginia

UPSHUR COUNTY COMMISSION

MONTHLY MILEAGE LOG

DEPARTMENT: Maintenance

MONTH / YEAR: Sept. 2021

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
Greg Harris	2008 Toyota Tundra	5TBBV54188551	91334	91600	266	0 17.5
Chris Alkire		4917				0
Eric Poling						0
Loretta Koone						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0
			GRAND TOTALS		266	0 17.5 0



UPSHUR COUNTY COMMISSION

MONTHLY MILEAGE LOG

DEPARTMENT: DHSEM

MONTH / Year Sept 2021

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
C Wallace / T Perry	2019 Chevy 2500	2GC2KREG1121064	8665	8780	115	20.88
			GRAND TOTALS		115	20.88

Sep-21

UPSHUR COUNTY SHERIFF - MILEAGE AND FUEL

Officer	Cruiser	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
Virgil Miller-150	2020 Ford Expedition	1FMJUGT6LEA78011	N/A	N/A	N/A	N/A
Mike Coffman-151	2020 Ford Explorer	1FM5K8AB6LGA55736	21000	22545	1545	91.3
MARSHALL POWERS - 152	2017 FORD F-150 (NEW)	1FTEW1EFOHFA12892	58700	60100	1400	146
Theron CAYNOR - 153	2021 Dodge Charger	2C3CDXKG4MH613426	119	1745	1626	53.48
DEWAINE LINGER - 154	2019 Ford Explorer	1FM5K8AR5KGA29379	39290	40048	758	69
Rodney Rolenson - 155	2021 Ford Expedition	1FMJU1GT8MEA26896	3010	4200	1190	75.5
DAN BARCUS - 156	2020 Ford Explorer	1FM5K8AB0LGA20111	29505	31521	2016	130.01
COLE BENDER- 157	2019 Ford Taurus	1FAHP2M104KG102939	22844	25253	2409	138
Dakota Linger-158	2017 FORD EXPLORER (NEW)	1FM5K8AR4HGC90351	79775	81018	1,243	91
Tyler Chidester-159	2016 Ford Explorer	1FM5K8AR8GGB44629	96983	99100	2117	153.68
Timmy Menendez - 160	2014 Ford Explorer	1FM5K8AR9EGA71008	67702	69096	1,394	111.00
BOBBY HAWKINS-163	2016 Ford Explorer	1FM5K8AR0GGB43426	101481	102706	1225	69
John Slaughter - 166	2019 Ram 4x4 CY6224	1C6RR7ST3KS692640	36029	37501	1472	112.5
RODNEY ROLENSON (dc)	2005 CHEVROLET EQUINOX	2CNDL73F556160712	34661			
Spare	2016 Ford Explorer	1FM5K8AR4GGB44630				
Spare	2010 FORD CROWN VICTORIA	2FABP7BV2AX100651				
		GRAND TOTAL			18395	1240.47
Additional Vehicles						
	2015 Kawasaki TREX - 4	JKBRTCD19FB509175				
	M-RAP	4VZKR2M967C064645				
	2006 Speed Trailer	5F15S091761003152				

#077 P.002/002

10/13/2021 21:53

From:Upshur County Sheriff's Office

MONTHLY MILEAGE LOG

MONTH / YEAR: Sept 2021

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
Erick Bennett	A3M/BP/FWD	1D0HB3BF07F502127			0	15.03
			77171	77841	0	15.93
					0	11.33
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					6510	42.2
				GRAND TOTALS	0	0

DEPARTMENT: Comm Corrections

MONTH/YEAR: Sept - 21

[illegible]

DEPARTMENT:

MONTHLY M
Comm Corrections

MONTH / YEAR:

Sept. 21

[illegible]



UPSHUR COUNTY COMMISSION

MONTHLY MILEAGE LOG

Department: Dog Pound

Month/Year: September 2021

Employee	Vehicle Description	VIN	Start Mileage	End Mileage	Total Mileage	Fuel (Gal.)
Mike Francis	F250 Ford Truck	1FTSX21598EB86131	103,458	103,459	1	
an Cochran	F250 Ford Truck	1FTSX21598EB86131	103,459	103,465	6	
					0	
					0	
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					0	
					0	
					0	
Total Miles					7	

In compliance with West Virginia's Public Meeting Law, the 26th Judicial Circuit Community Corrections Program special board meeting will be held October 18, 2021 at 6:00pm at the Upshur County Day Report Center in Upshur County. The public is invited to attend and learn more about our program, serving Lewis and Upshur Counties.

COMMUNITY CORRECTIONS

Board Meeting Agenda

October 18, 2021

Upshur County Day Report Center 6:00 P.M.

I. Handouts

- Sign in sheets
- Agenda, Previous Meeting Minutes
- Budget report

II. New Business

- 1) Batterer's Intervention Prevention Class Update
 - Upshur/Lewis- 0 referrals still no facilitator or training class
- 2) Home Confinement Update- Lewis-12 Upshur-17
- 3) Community Corrections Update
 - Referrals received since July 1, 2020 Upshur-53 Lewis-56 Total- 109
 - Request to advertise/hire full time case manager to fill Shannon Helmick's vacant position (this topic may lead to executive session)
 - Request to advertise/hire full time case manager (this topic may lead to executive session)
 - Discussion about community engagement projects
 - Discussion of NY Cordant Lab visit

III. Next Meeting

- **December 6, 2021 at the Lewis County Day Report Center at 6:00 P.M.**

**Board of Directors Meeting Agenda
Wednesday, October 20th, 2021, 4:00 p.m.**

Agenda

- I. Call to Order
- II. Reading/Approval of Minutes
- III. Review/Approval of Monthly Financial Report
- IV. Librarian's Report – see attachment
- V. Unfinished Business
 - A. Extra allocation of fund balance money for hotspots
- VI. New Business
 - A. Budget adjustments
- VII. Friends of the Library update – Nancy
- VIII. Setting date of next Board meeting
- IX. Adjournment

City Council of Buckhannon – 7:00 pm in Council Chambers
Meeting Agenda for Thursday, October 21, 2021

Channel 3 is Live Streaming our City Council Meetings at <https://www.facebook.com/ch3Buckhannon/>. Please send public comments to buckhannon@buckhannonwv.org via email or drop them in the mail, or drop box behind City Hall.

A. Call to Order

- A.1 Moment of Silence
- A.2 Pledge to the Flag of the United States of America

B. Recognized Guests

- B.1 Dr. Joseph Reed-Upshur County Health Department-Harm Reduction Program
- B.2 Dennis Cortes-Upshur County Parks & Recreation Board

C. Department & Board Reports

- C.1 Public Works Director- Jerry Arnold
- C.2 Finance Director- Amberle Jenkins
- C.3 Police Chief- Matthew Gregory
- C.4 City Attorney- Tom O'Neill

D. Correspondence & Information

- D.1 Thank You Letter from Create Buckhannon RE: Budget Allocation of \$5,000 Financial Support
- D.2 Proclamation-Red Ribbon Week October 25-29, 2021
- D.3 WV Dept. of Arts Culture & History-Colonial Theatre Basement ADA Improvements Grant Project-Final Report
- D.4 Notice Special Session of City Council-Probationary Firefighter Interviews- October 25, 2021 at 9:30am

E. Consent Agenda

- E.1 Approval of Minutes -Regular Meeting 09/16/21 & 10/07/2021
- E.2 Approval of Building and Wiring Permits
- E.3 Approval of Payment of the Bills

F. Strategic Issues for Discussion and/or Vote

- F.1 Approval Ordinance No. 453 Residency Requirements for Municipal Court Judge 2nd Final/Reading
- F.2 Event Request-BAES Storybook Character Parade on 10/28/21-Street Closure College Ave from Florida to Kanawha
- F.3 Approval to Accept Bid Opening Results -Construction Utility Vehicle for Street Department
- F.4 Approval Appointments FY 2021/22 for Television Cable Board 2 Vacancies & Charles Gibson Library 1 Vacancy
- F.5 Discussion/Possible Vote Colonial Arts Center Staffing-MOU with the UCBOE- Position of Fine Arts & Culture Facilitator/Educator

G. Comments and Announcements

- G.1 Pamela Bucklew
- G.2 C J Rylands
- G.3 David Thomas
- G.4 Jack Reger
- G.5 Shelia Lewis-Sines
- G.6 Randall Sanders

H. Mayor's Comments and Announcements

I. Executive Session Per WV Code § 6-9A-4- Property Matters

J. Adjournment

Posted 10/18/2021

Next Regular Scheduled City Council Meeting Thursday, November 4, 2021

***Special Session of City Council of Buckhannon at 9:30 A.M. at the
Public Safety Complex, Two Friendly Way, Buckhannon, WV 26201
Meeting Agenda for Monday, October 25, 2021***

- A. Call to Order**
 - A.1 Moment of Silence**
 - A.2 Pledge to the Flag of the United States of America**
- B. Executive Session Per WV Code § 6-9A-4**
 - B.1 Interview Candidates for Possible Hire of Additional Probationary Firefighter(s)**
- C. Strategic Issues for Discussion and/or Vote**
 - C.1 After Executive Session: Possible Hire of Additional Probationary Firefighter(s)**
- D. Adjournment**

Posted 10/15/2021