

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: September 16, 2021

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• September 9, 2021

9:30 a.m. Dr. Sara Stankus, Superintendent of Upshur County Schools – School Bond Presentation

Items for Discussion / Action / Approval:

1. Reading and approval of a Proclamation declaring September, 2021 as National Preparedness Month in Upshur County. *
2. Approval of “Request for Proposals” for janitorial services for various Commission owned properties. A mandatory pre-bid conference will be held on Monday, October 4, 2021 at 2:00 pm. Sealed bids must be received no later than 4:00 pm on Wednesday, October 13, 2021 at the Administrative Annex located at 91 W. Main Street, Suite 101. Proposals received by the deadline will be publicly opened, reviewed and read aloud by the Commission at 9:30 am on Thursday, October 14, 2021. *
3. Correspondence from Governor Jim Justice announcing the STOP Violence Against Women Act (VAWA) grant award in the amount of \$23,332. Approval and signature of Contract Agreement, Resolution, Certifications, Revised Standard and Federal Conditions and Assurances and Certifications. *
4. Approval of SMIC renewal quote in the amount of \$235.50 for volunteer accident medical insurance for term period October 20, 2021 to October 20, 2022. *
5. Correspondence from Robert Hinton announcing his resignation from the Upshur County Development Association Board of Directors, effective September 10, 2021. *
6. Adoption of a Resolution Authorizing the Execution of a Unanimous Written Consent In lieu of Annual Meeting of the Shareholders for the Upshur County Development Association. This consent designates all three members of the Board, including the Director of the Upshur County Development Authority, until the next annual meeting. *
7. Correspondence from Joseph Tenney, Tennerton PSD Chairman, announcing the resignation of Board member Elmer Tenney and requesting the appointment of Michael Hyre, effective immediately. Upon approval, this term will end on July 31, 2027. *

8. Correspondence from Sheriff Virgil D. Miller requesting the transfer of Timothy Bennett from fill-in Court Security Officer to part-time Court Security Officer, effective September 27, 2021. *
Item may lead to Executive Session per WV Code §6-9A-4 Under separate cover

9. Correspondence from Sheriff Virgil D. Miller requesting the employment of Megan A. Bailey as Tax Deputy, effective October 4, 2021. *
Item may lead to Executive Session per WV Code §6-9A-4 Under separate cover

10. 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 Russell Rollyson, Senior Deputy State Auditor, County Collections Division of the WV State Auditor's Office, enclosing a list of properties that will be offered for sale on September 28, 2021.

2. Upshur County Building Permits for the month of August 2021

3. Appointments Needed or Upcoming:
 - Upshur County Fire Board (7/1/2021-6/30/2024) – Fire Association Representative
 - Upshur County Farmland Protection Board (7/1/21-6/30/25) – Farm Bureau Representative
 - Upshur County Fire Board (unexpired term 6/30/22) – Community Representative – 1st Mag. District
 - Wes-Mon-Ty Resource Conservation & Development (7/1/2021 – 6/30/2023) -- County Commission
 - Safe Sites & Structures Enforcement Agency (6/30/2022) – Community Representative

****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. ****

Newsletters and/or Event Notifications, Agendas and/or Notices of Meetings, Meeting Minutes and Scheduled Meetings can all be found by visiting: http://www.upshurcounty.org/agenda_and_minutes/index.php

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) *

2. Bid award – COPS Grant #2020-SVWX-0033 Notification System Upgrade Project (tabled 8/12/21)

Next Regular Meeting of the Upshur County Commission

September 23, 2021 --- 9:00 a.m.

Upshur County Courthouse Annex

The Upshur County Commission will meet as the Board of Assessment Appeals on October 1, 2021 beginning at 9 a.m.