

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

Telephone: (304) 472-0535
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TDD Numbers
Business: 472-9550

January 15, 2020

Joint Committee on Government and Finance
1900 Kanawha Boulevard E
Building 1 Room E132
Charleston, WV 25305

Submitted via online portal only

Dear Committee Members:

The Upshur County Commission committed Coal Reallocation Funds to the infrastructure project listed below within Fiscal Year (FY) 2019.

1. Upshur County Public Library Parking Lot Expansion – Site Preparation
Total Expenditure: \$15,000.00
Status: Completed in fall of FY 2019

The report, as required by WV Code 11-13A-6a, detailing the Upshur County Public Library's Parking Lot Expansion Project as well as related invoices and expenditure reports are attached hereto. I apologize for the delay in reporting.

If you need any additional information, please do not hesitate to contact me at 304-472-0535 x.3.

Sincerely,



Carrie L. Wallace
County Administrator
Upshur County Commission

Project history and overview:

The Upshur County Public Library opened to the public in 1979, and parking has always been insufficient for patrons, especially during library events such as our weekly storytimes. In 2008, the Upshur County Commission purchased the property next to the Upshur County Public Library for the future expansion of the library parking lot. The original lot included 15 paved spots, and a few years ago, the addition of 7 unpaved spots. Parking required for the library staff has taken up 6-8 of these spots at any given time, leaving fewer spots for our patrons.

Bryson Van Nostrand designed the plans for the newly expanded lot in late 2017, and presented them to the UCPL Board of Directors in February 2018. The expanded lot contains 37 spots, and other handicapped accessible features such as twice the number of handicapped parking spots and a ramp allowing easier access to the library for handicapped patrons. The goals of this new lot were mainly to ensure easier access to the library for all staff and patrons, a reduction in the number of fender benders in the parking lot, and the creation of a safer entrance and exit to the library parking lot.

The overall scope of the project included the following tasks:

- Demolition of the old concrete curbs
- Grading and excavation of the old and the new parts of the lot
- Installation of new utility lines
- A temporary gravel coat was put on the new section of the lot until asphalt could be secured
- New curbs were framed and placed in both the old and new parts of the lot
- Asphalt will be poured in two stages, the base coat being poured in early December 2019, the wearing coat anticipated being poured spring 2020
- New street lights (5 total)
- Landscaping
- Line striping

ACCOUNT NUMBER/DESCRIPTION	POST DATE	JRNL. NO.	TRANS DATE	REF. NUMBER	VENDOR NUMBER	CHECK NUMBER	TRANSACTION DESCRIPTION	DEBIT	CREDIT	BALANCE
039-437-2-30-00 CONTRACTED SERVICES										
VP 4804 001-001 12/2018 14523 11/04/2018 4875					9856	000502	UPSHUR CO PUBLIC LIBRARY	15000.00		.00
					SEAN CARPENTER					
TOTAL PREPAID VOUCHERS								15000.00	.00	
TOTAL CONTRACTED SERVICES								15000.00	.00	15000.00
TOTAL LEDGER BEGINNING BALANCE										
TOTAL PERIOD TRANSACTIONS & ENDING BALANCE								15000.00	.00	15000.00

** ACCOUNT TOTALS
 *** ENDING BALANCE
 * BEGINNING BALANCE

UPSHUR COUNTY COMMISSION
UPSHUR CO COAL REALLOCATED SEV TAX
38 W MAIN ST RM 101
Buckhannon, WV 26201

0502

DATE December 10, 2018

PAY TO Sean Carpenter | \$ 15,000.00
THE ORDER OF

Fifteen Thousand Dollars and no cents***** DOLLARS  Secure Payment
Protects Your Bank

 **First
Community Bank**
Your First Financial Resource.

MEMO UCPL Inv#4875 MP

⑆051501299⑆ 10570655 ⑈0502

FUND: Coal Reallocation

VOUCHER NO: 4804 001

VENDOR NO/NAME: 9856 Sean Carpenter

ACCOUNT NO: 039-437-2-30-00

INVOICE NO: 4875 DATE: 11-4-18 AMOUNT: 15,000.⁰⁰

DESCRIPTION/ACCOUNT NO: UCPL

ACCOUNT NO: _____

INVOICE NO: _____ DATE: _____ AMOUNT: _____

DESCRIPTION/ACCOUNT NO: _____

ACCOUNT NO: _____

INVOICE NO: _____ DATE: _____ AMOUNT: _____

DESCRIPTION/ACCOUNT NO: _____

ACCOUNT NO: _____

INVOICE NO: _____ DATE: _____ AMOUNT: _____

DESCRIPTION/ACCOUNT NO: _____

ACCOUNT NO: _____

INVOICE NO: _____ DATE: _____ AMOUNT: _____

DESCRIPTION/ACCOUNT NO: _____

APPROVED BY:
UPSHUR COUNTY COMMISSION APPROVAL

APPROVED

DEC 13 2018

UPSHUR COUNTY COMMISSION
[Signature]

PRESIDENT COUNTY COMMISSION

PAID

DATE: 12-10-18

CHECK # 0502

AMOUNT: 15,000.⁰⁰

Sean
Carpenter [REDACTED]

1114 Larry Anderson Rd.
Rock Cave, WV 26234

INVOICE

Sean Carpenter
Home 304-924-6260
Mobile 304-642-6260

BILLED TO: Upshur County
Public Library

"INVOICE NUMBER 4875
"INVOICE DATE Nov 4 - 2018
TERMS Due on receipt

DATE	DESCRIPTION OF WORK	AMOUNT
Oct 1 thru Oct 30 2018	At 1150 Route 20 South Rd Buckhannon, WV	\$16,200.00

- installed erosion control,
Stripped top soil, loaded
and hauled excess off site.
- removed wet soil, compacted,
graded sub, spread and
graded limestone, then compacted.

— 95% of original quoted
work is complete.
this invoice is for 90% of
original \$18,000.00 approved
Quote.

\$16,200.00

TOTAL COST

MAKE ALL CHECKS PAYABLE TO:
Sean Carpenter [REDACTED]

THANK YOU FOR YOUR BUSINESS!

GC 1200
CR 15000