

LEWIS COUNTY COMMISSION
P O Box 466 --- 18 Garton Plaza
Weston, West Virginia 26452
January 14th, 2013 MEETING AGENDA 10:00 AM

SILENT MEDITATION AND PLEDGE OF ALLEGIANCE

- 1. 10:00am Call Meeting to Order** (*action required*)
- 2. 10:05am T. Chad Kelley, Lewis County Assessor**
Exonerations, Consolidations, Apportionments(*action required*)

Appointments: None

Correspondence:

- 3. Sheriff Vehicle Report:** Monthly report of mileage and maintenance for Lewis County Sheriff's Department vehicles (*information only*).
- 4. Upshur County Agenda:** Copy of Upshur County Commission Agenda for **January 10, 2013** (*information only*).
- 5. Lewis E-911 Addressing Report:** Monthly activity report for December 2012 (*information only*).
- 6. Gilmer E-911 Addressing Report:** Monthly activity report for December 2012(*information only*).
- 7. Lewis Gilmer E-911 Dispatch Data for 2012:** End of year report for calls handled to the E-911 Communications Center from Lewis and Gilmer Counties for 2012 (*information only*).
- 8. Lewis County Convention and Visitor's Bureau:** December 4th, 2012 Meeting Minutes and January 8th 2013 Meeting Agenda (*information only*).
- 9. Notification of "Our Children, Our Future" Community Planning Meeting s Scheduled for January 2013 and "Kids and Families Day" at the WV State Legislature, February 26, 2013:** 1)Initial Community planning meetings scheduled throughout West Virginia to allow community leaders and families to help shape the childhood poverty awareness. Platform for West Virginia Healthy Families Coalition. Local meeting 'Healthy Kids and Healthy Families Coalition' will take place on Tuesday, January 22, 2013 at 3pm at WV Wesleyan. 2) Invitation to "Kids and Families Day" at the WV Legislature, Tuesday, February 26th, 2013 at 9:30am and 2:30pm to advocate for legislative changes to assist impoverished children (*information only*).
- 10. Central Regional Jail Invoice for December 2012:** Regional Jail Invoice for Inmates from Lewis County pursuant to subsection 10, Article 20, Chapter 31 of the West Virginia Code, the WV Regional Jail and Correctional Facility Authority to provide a monthly statement for charges and costs of inmate maintenance and operational costs for Lewis for the month of December 2012 – 591 Inmates x days @\$48.80/day=\$28,840.80(*information only*).
- 11. Lewis County Animal Control for December 2012 and Report for Full Year of 2012:** monthly report of the Animal Control Officer activities including number of complaints, number of animals(by description), money collected for bounty and animal control fees for December 2012 and separate full year report.(*information only*)
- 12. Sheriff's Monthly Settlement Report for December 2012:** Sheriff's Settlement (reconciliation) of accounts for the month of December 2012. Large Mass – Available by request (*information only*).
- 13. Lewis/Upshur/ Braxton Community Corrections Agenda January 14,2013:**Agenda for Community Corrections Meeting in Lewis County Courtroom on January 14th, 2013 at 6pm(*information only*).

BUSINESS:

14. Board and Committee Reports: Individual commissioners will give reports on any board or committee meeting they have attended (*information only*).

15. Letter to T. Chad Kelley, Lewis County Assessor and West Virginia State Tax Department: Directive by letter to Lewis County Tax Assessor and WV State Tax Department, Minerals and Industry Division, per West Virginia Code 11-3-24, to work on Lewis County Property Tax book during the month of February 2013 and to correct errors in name, description, and valuation of property to comply with the provisions set forth in the above referenced code. No assessments shall be increased without proper notice as required by Code and a list of all changes shall be provided to the Lewis County Commission during the Board of Equalization and Review for their approval (*action required*).

16. Advertisement For Maintenance Employee Position: Sample advertisement for employment. Commission will be asked to approve advertisement for employment for a maintenance department(*action required*).

17. Notification of Internal Revenue Service Increase in Mileage: Mileage reimbursement rate from 51 cents to 56.5 cents a mile(*action required*).

18. Request from Upshur County Commission: Request received from Upshur County Commission to consider cost share of a generator for the Lewis Upshur Animal Control Facility-total cost is \$3579.98(*action required*).

19. Lewis County Judicial Annex: construction progress (*information only*).

20. Lewis County Economic Development Report: Member of the Lewis County Economic Development Authority will give a report on correspondence, contacts and/or the hiring process for a new Economic Development director (*information only*).

21. Time Sheets and Leave Approval: Employees timesheets for previous month and request for leave approval(*action required*)

ORDERS AND PAYMENT OF EXPENDITURES:

22. Presentation by County Clerk of the Orders of Prior Meeting(s) for consideration. (*action required*)

23. Expenses for the current period presented for consideration of payment (*action required*)

ADJOURNMENT:

24. With no further action being required by the Lewis County Commission, the meeting will be adjourned.

(*action required*)

1:30pm Work Session – 6 Month Budget Review for Elected Officials and Department Heads