

**Lewis County Commission**  
**P O Box 466 - 18 Garton Plaza**  
**Weston, WV 26452**  
**Meeting Agenda**  
**March 4, 2013**  
**2:00 PM**

**SILENT MEDITATION AND PLEDGE OF ALLEGIANCE**

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

**APPOINTMENTS:**

3. **2:30 PM**      **Oath of Office for Garnet Rose Robinson** : Garnet Robinson was appointed on February 18, 2013 by the Lewis County Commission to the Louis Bennett Library Board. The oath of office will be administered. (*action required*)
4. **2:45 PM**      **Sheriff AdPM Gissy & Chief Tax Deputy Wilma McKee:** The Sheriff and Ms. McKee will present quotes for offsite tax ticket printing and a computer to be used for tax collection at community locations. Quotes have been obtained for both proposals. The tax ticket printing option will demonstrate a financial savings for the County and the community tax collection ability will provide assistance to citizens who are not able to travel to the courthouse. (*action required*)
5. **3:00 PM**      **Charles Staley, Chairman, Lewis County Planning Commission:** A draft Exotic Entertainment Ordinance has been reviewed by Prosecuting Attorney Michael Smith. The Planning Commission presents this draft to the County Commission for consideration of implementation by the Planning Commission. If approved West Virginia Code for implementation of ordinances will be followed. (*action required*)

**CORRESPONDENCE:**

6. **Upshur County Agenda:** Copy of Upshur County Commission Agenda for February 28, 2013 (*information only*)
7. **Notification of Records Management Grant Award Ceremony:** Governor Tomblin will present the 2013 Records Management Grant Awards to counties on March 19, 2013 at 1:00 PM in the Conference Room of the Governor's Office. A reception will follow. If attending, acknowledgement must be received by March 12, 2013. The Lewis County Circuit Clerk received at \$10,000.00 grant award for scanning of orders. (*action required*)
8. **Lewis County Convention and Business Bureau Agenda and Minutes:** Agenda for the March 5, 2013 Lewis County Convention and Visitors Bureau meeting a minutes of the February 5, 2013 meeting. (*information only*)
9. **Lewis County PMbassador Training:** The next Lewis County PMbassador Training will be held March 19, 2013 from 9:00 PM until 1:00 PM at Stonewall Resort. This event will focus on training local businesses to promote Lewis County. (*information only*)
10. **United States Army Corp of Engineers Stonewall Jackson DPM Safety Meeting:** The annual Stonewall Jackson DPM Safety meeting will be held Wednesday, March 20 2013 at the Stonewall Jackson DPM

Office. This meeting will give first responders and government agencies an opportunity to review dPM safety plans and discuss any issues that have arisen over the past year. Response required for attendance. *(action required)*

- 11. Mini Grant Completion Report for Lewis County Baseball Association:** Lewis County Baseball Association received a mini grant of \$2,500.00 on June 19, 2012. Funding was used to purchase sod for the Jane Lew City Park field. *(information only)*.
- 12. Mini Grant Completion Report for Lewis County Baseball Association:** Lewis County Baseball Association received a mini grant in the PMount of \$2,500.00 on July 2, 2012. Funds were used to purchase dirt for the fields to improve infield conditions.*(information only)*

## BUSINESS:

- 13. Board and Committee Reports:** Individual Commissioners will give reports on any board or committee meeting(s) they have attended.*(information only)*
- 14. Award of Surplus Durango:** The Lewis County Commission declared a Durango previously operated by the Sheriff's Department surplus on January 13, 2013 (last 4 Vehicle Identification Number 1992). Notification was sent to non-profits in the county. The Lewis County Senior Center was the only responding agency. Consideration of award is requested. *(action required)*
- 15. Dispatch Agreement between Lewis County Commission and the City of Weston:** The City of Weston has executed the 2013-2014 Dispatch Service Agreement. The agreement is presented for signature by the Commission. The City's cost for dispatch services is \$36,000.00 per year. *(action required)*
- 16. United States Census Challenge:** Information on how Lewis County can appeal the 2010 census data for our county. The data presented by the Census Bureau showed a decrease in population that has resulted in reduced funding to several agencies. The Commission has requested that research be done to see how the figures could be challenged due to some obvious inaccuracies. *(action required)*
- 17. Request for Verification of Sick Leave by Michael Coffman:** Mr. Coffman left the employment of the Lewis County Sheriff's Department in January 2005. Since this time he has been continuously employed by West Virginia Consolidated Public Retirement System participating agencies. Mr. Coffman requests a letter of verification of sick leave hours he had accrued while employed with Lewis County that were not used at his date of separation. *(action required)*
- 18. Review of Draft Synthetic Drug Ordinance:** A draft copy of the Harrison County Synthetic Drug Ordinance has been reviewed by Prosecuting Attorney Michael Smith. Mr. Smith finds this ordinance draft to be comprehensive and compliant with law. The Commission is asked to consider going forward with an ordinance for Lewis County. The procedure will follow West Virginia Code for adoption of ordinances. *(action required)*
- 19. Execution and Signature for Award of Governor's Community Partnership Grant 12LEDA0101:** Execution and Signature of the Governor's Community Partnership Grant 12LEDA0101 in the PMount of \$5,000 for the PMerican Legion Post 166. *(action required)*
- 20. Request for Payment Governor's Community Partnership Grant 12LEDA0103:** Request for reimbursement of expenditures for renovations by the Mountaineer Military Museum from Governor's Community Partnership Grant 12LEDA0103 in the PMount of \$1,205.90. Grant total is \$3,000.00. *(action required)*
- 21. Approval of Quote for Sidewalks along County Property Bordering Court Ave:** March Westin has submitted a bid to replace all sidewalks bordering Court Avenue that are in front of county property (excluding the Judicial Annex). The PMount submitted is \$ 10,691.22. *(action required)*
- 22. Request for Animal Control Officer to Attend Training:** Lewis County Animal Control Officer, John Snyder requests permission for to attend a conference May 8-11, 2-13 in Nashville, TN conducted by

