

Lewis County Commission
18 Garton Plaza, Weston, WV 26452
Agenda, Monday, April 15, 2013
3pm

TELECOMMUNICATORS WEEK

SILENT MEDITATION AND PLEDGE OF ALLEGIANCE

1. **3:00pm Call Meeting to Order (*action required*)**
2. **3:05pm T. Chad Kelley, Lewis County Assessor
Exonerations, Consolidations, Apportionments (*action required*)**

Appointments:

3. **3:15pm Telecommunicator's Week (April 15th thru April19th, 2013)** The Lewis County Commission will honor the dedication and performance of the Lewis County Emergency 911 Telecommunicator's. A Tribute to Dispatcher's by Chief Thomas Wagoner of the Loveland Colorado Police Department will be presented(*action required*)

4. **3:30pm Michael D. Herron RE: Oath of Office as Director, Lewis County Economic Development Authority(*action required*).**

5. **3:40pm Lewis County 911 Addressing RE: Approval of Stonewall Jackson Wildlife Management Area State Park Trail Names(within park proper):** Bennett Run Trail; Plant Hollow Trail; Stoney Lick Trail; Washburn Trail; Tower Trail; Alkire Trail; Little Skin Creek Trail; Woodcock Trail; Buck Trail; Morel Trail; Darnacle Trail; Hog Hollow Trail; Center Ridge Road; Gregory Trail; Wolf Fork Road; Billy Goat Trail; White Oak Trail; Rush Run Road; Ralph See Road; Sam's Trail; Aquila Run Trail; Bald Knob Trail; Perrine Trail; Coal Hollow Road; Rhorbough Trail; Chestnut Trail; Charles Fork Trail; Jewell Run Trail; Jay Road (*action required*)

- 4:00pm J. D. Clevenger, Chief Court Officer RE: (1) Approval to Purchase Security Equipment (2) Request Commission to Advertise for additional security position(s) (*action required*)**

Correspondence:

6. **Upshur County Agenda:** Copy of the Upshur County Agenda for April 11, 2013(*information only*).
7. **Sheriff's Vehicle Reports:** Report for Sheriff's Vehicle Repair's and Mileage for March 2013(*information only*).
8. **Sheriff's Monthly Settlement:** Sheriff's Settlement (reconciliation) of accounts for the month of March 2013 (*information only*).
9. **West Virginia Regional Jail and Correctional Facility Authority Invoice:** WV Regional jail Invoice for Inmates housed during March 2013 totaling \$44,212.80; 906 inmate days at \$48.80 a day(*information only*).
10. **Lewis Gilmer Emergency 911 Call Report for March 2013:**Call report from Lewis and Gilmer County Agencies that Lewis Gilmer Emergency 911 Dispatch Center has handled for March 2013(*information only*).

11. **Lewis County Animal Control Report for March 2013:** Animal Control Report for March 2013 Includes number of complaints, animals picked up and dropped at Lewis Upshur Animal Control Facility, money collected and animals adopted(*information only*).

Business:

12. Boards and Committee Reports: Individual Commissioners will give reports on any board or committee meeting(s) they have attended. *(information only)*.

13. Quote for Lewis County Circuit Clerk Document Imaging System: Lewis County Circuit Clerk, John Hinzman requests a document imaging system for his office. The total packaging estimate is \$120,182.25. The County has received a grant for \$5,000.00 from the West Virginia State Records and Management Preservation Grant Program to offset this cost. This system will allow scanning, indexing and tracking of case files in the Circuit Clerk's Office. This is compatible with the current system *(action required)*.

14. Quote for Replacement of the AS400 (County Computer System):The AS400(County Computer System)utilized by the Sheriff's Tax Office, Assessor's Office, Circuit Clerk's Office and finance has surpassed its usefull life. If upgraded before the contract expiration, there is a substantial saving to the County. Quote is \$36,119. 50 and includes upgrades for all existing systems *(action required)*.

15. Request for Payment and Grant Closure for Governor's Community Partnership Grant 12LEDA0103-\$3500.00(Mountaineer Military Museum): The Mountaineer Military Museum received a Governor's Community Partnership Grant in the amount of \$3,500.00. Funds have been utilized for equipment and materials. Signature of final request for payment and grant closure required *(action required)*.

16. Request for Payment and Grant Closure for Governor's Community Partnership Grant 12LEDA0101-\$5000.00(American Legion Post #166): American Legion Post #166 received a Governor's Community Partnership Grant in the amount of \$5,000.00. Funds were utilized for kitchen and Americans with Disabilities Compliance upgrades. Signature of final request for payment and grant closure required *(action required)*.

17. Contractual Janitorial Services: The Commission has requested information regarding other county's use of contracted janitorial services. Sample proposals are presented for possible advertisement for services in Lewis County *(action required)*.

18. Lewis County Judicial Annex Update: Update on construction. *(information only)*.

19. Lewis County Economic Development Authority Update: Member of the Lewis County Economic Development Authority will give a report on correspondence and actions *(information only)*.

20. Time Sheets and Leave Approval: Rick Stout request of Annual Leave of Friday, May 10, 2013 *(action required)*

ORDERS AND PAYMENT OF EXPENDITURES:

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

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

23. ADJOURNMENT: With no further action being required by the Lewis County Commission, the meeting will be adjourned *(action required)*