

Lewis County Commission
P O Box 466 - 18 Garton Plaza
Weston, WV 26452
Meeting Agenda
July 15, 2013
10:00 AM

SILENT MEDITATION AND PLEDGE OF ALLEGIANCE

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

APPOINTMENTS:

3. **10:15 AM** **Michael Hines and Sherry Lambert, Lewis County Chamber of Commerce:** The Lewis County Chamber of Commerce is requesting a mini-grant for the annual Stonewall Triathlon. (*action required*).
4. **10:30 AM** **Eric Spelsberg, WV Jazz Society:** The West Virginia Jazz Society is requesting a Mini-Grant in the amount of \$1,000 to provide performances and educational seminars at the Lewis County Senior Center and Lewis County Schools. (*action required*).

CORRESPONDENCE:

5. **Upshur County Commission Agenda:** Agenda for the July 11,2013 Upshur County Commission Meeting (*information only*)
6. **Public Service Commission of West Virginia disbursement of quarterly E-911 subscriber fees:** Notification that Lewis County's E911 subscriber fee disbursement for April, May and June, 2013 is \$109,449.49. This is for wireless E911 fees. (*information only*)
7. **June 2013 Sheriff's Vehicle Report:** Report of monthly mileage and repairs/maintenance for law enforcement vehicles. (*information only*)
8. **Lewis County Animal Control Monthly Report:** Report of activities for June 2013 by the Lewis County Animal Control including number of complaints, number of animals picked up, euthanized and adopted. (*information only*)
9. **West Virginia Division of Justice and Community Services Recommendation of Fiscal Year 2013 Prevention Resource Officer Grant:** Notification the West Virginia Division of Justice and Community Services has recommended the Lewis County Prevention Resource Officer grant for funding. No federal award has been released and award of this grant will be contingent upon the state receiving federal funds and the governor's approval.(*information only*)
10. **West Virginia Division of Justice and Community Services Recommendation of Fiscal Year 2013 Victims of Crime Grant:** Notification the West Virginia Division of Justice and Community Services has recommended the Lewis County Victims of Crime grant for funding. No federal award has been released and award of this grant will be contingent upon the state receiving federal funds and the governor's approval.(*information only*)
11. **West Virginia Division of Justice and Community Services on-site program review of Lewis County's Fiscal Year 2012 Prevention Resource Officer Grant:** The West Virginia Division of Justice and Community services completed an on-site review of grant #12-JAG-28, the Lewis County Prevention Resource Officer Fiscal Year 2012 grant. Recommendation from this review is that paperwork should be sent to the Regional Representative as well as the State Grant Representative. The review summary is that the Prevention Resource Officer Program is making a great impact at the schools and the officers have good report with students and staff.

BUSINESS:

12. **Board and Committee Reports:** Individual Commissioners will give reports on any board or committee meeting(s) they have attended.(*information only*)
13. **Review of Sample Leave Donation Program Guidelines:** Sample guidelines for creating a leave donation program for Lewis County Employees is presented for review. Consider adoption and inclusion to the County Personnel and Policy Manual. (*action required*)
14. **Memorandum for Lewis County Prosecuting Attorney Michael C. Smith regarding inquiries as to procedures in the estate of Mary Helen Hinter:** The Lewis County Commission requested clarification regarding the procedure for an objection filed in the estate of Mary Helen Hinter. The Prosecuting Attorney has issued a memorandum stating the County Commission should refer the entire matter to a fiduciary commission. (*action required*)
15. **Lewis County Judicial Annex Update:** Update on construction. (*information only*)
16. **Lewis County Economic Development Authority Update:** Mike Herron, Lewis County Economic Development Director will give a report on correspondence, contacts and/or actions of the Lewis County Economic Development Authority. (*information only*)
17. **Time Sheets and Leave Approval.**

ORDERS AND PAYMENT OF EXPENDITURES:

18. **Presentation by County Clerk of the Orders of Prior Meeting(s) for consideration.** (*action required*)
19. **Expenses for the current period presented for consideration of payment.** (*action required*)

ADJOURNMENT:

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