

LEWIS COUNTY COMMISSION
LEWIS COUNTY COURTHOUSE – 2nd Floor
Weston, West Virginia 26452
10:00am, Monday, December 9, 2013
MEETING AGENDA

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. **Upshur County Commission Meeting Agenda:** Copy of the Upshur County Commission Meeting Agenda for the December 5, 2013 meeting *(information only)*
4. **West Virginia Department of Revenue, State Tax Department Property Valuation Training and Procedures Commission (PVC) County Monitoring:** Notification that the the Lewis County Assessor's Office has been monitored by the Property Valuation Training and Procedures Committee for tax year 2013. They office was found in 100% compliance in all areas. This is extremely rare and exceptional. *(information only)*
5. **Shenandoah Cable Television, LCC (Shentel) Changes in Pricing:** Changes in lineup and pricing for Lewis County, WV cable system on or after January 2, 2014. *(information only)*
6. **Summer Knights Cruize-In Mini Grant Completion Report:** The Summer Knights Cruize-In was awarded a \$500.00 Mini Grant on September 30, 2013. The final grant completion report is submitted. *(information only)*
7. **West Virginia Courthouse Facilities Improvement Authority Grant:** The grant application for financial assistance for the Lewis County tax Office and former jail heating and cooling systems was not approved for the 11th Cycle of Funding. *(information only)*
8. **Lewis County Economic Development Authority Financial Audit for Fiscal Year 2013:** Copy of the West Virginia State Auditor's Office Financial Audit for the Lewis County Economic Development Authority for the Fiscal Year ending June 30, 2013. The following findings were reported: 1) segregation of duties, 2) financial statement is not in Government Accounting Standard format, and 3)supporting documentation should be attached to all expenditures. *(information only)*

BUSINESS:

9. **Board and Committee Reports:** Individual Commissioners will give reports on any board or committee meeting(s) they have attended. *(information only)*
10. **Reappointment to the Lewis County Planning Commission:** Reappointment of Charlie Straley to Lewis County Planning Commission (tabled from December 2, 2013 meeting). *(action required)*
11. **Purchase of Counting Machine for Election Office:** The Lewis County Clerk attended a demonstration of the ES&S DS850 Central Scanner and Tabulator. This machine would replace the 650 currently being utilized in the election office. The new system will count ballots that are now counted by hand. The estimated cost of this equipment is \$100,000.00. The 650 would then be sold to a county needing the equipment. *(action required)*.

12. **Contract for Land and Water Conservation Grant Project No. 54-00490489-Lewis County Park ADA and playground Improvements:** Approval and Signature of Agreement for a Land and Water Conservation Grant in the amount of \$120,000 for ADA and playground improvements to the Lewis County Park. 50% will be provided from the Land and Water Conservation grant fund (\$60,000) and 50% will be required from the Lewis County Park (\$60,000). *(action required)*
13. **Governor's Community Participation Grant Award (#13LEDA 0491) for Lewis County Baseball Association:** Acceptance is required for a Governor's Community Participation Grant Award (#13LEDA 0491) has been awarded to Lewis County Baseball Association in the amount of \$5,000.00 to purchase equipment. *(action required)*
14. **Governor's Community Participation Grant Award (#13LEDA 0493) for Mountaineer Military Museum:** Acceptance of a Governor's Community Participation Grant Award (13LEDA 0493) in the amount of \$2500.00 to upgrade museum display area at the Mountaineer Military Museum *(action required)*
15. **West Virginia Regional Jail and Correctional Facility Authority :** West Virginia Regional jail and Correctional Facilities Executive Director, Joe DeLong's update on current changes and future initiatives for the Regional Jail Authority. *(information only)*
16. **Lewis County Judicial Annex:** Update on annex. *(information only)*
17. **Lewis County Economic Development Report:** Mike Herron, Lewis County Economic Development Executive Director's update and report on projects and actions of the Lewis County Development Authority. *(information only)*
18. **Time Sheets and Leave Approval:** *(action required)*
 - a) Homer Parsons December 20, 2013 Sick Leave

ORDERS AND PAYMENT OF EXPENDITURES:

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

ADJOURNMENT:

21. **With no further action required by the Lewis County Commission, the meeting will Adjourn.** *(action required)*