

**Lewis County Commission**  
**110 Center Avenue-P O Box 466**  
**Lewis County Courthouse-2<sup>nd</sup> Floor**  
**Weston, West Virginia 26452**  
**Meeting Agenda –Monday, April 28, 2014**

**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*)
3. **10:15am**                    **Cary Smith, Region VII RE: Small Cities Block Grant Public Hearing.** Region 7 Planning and Development Council will facilitate the public hearing regarding the potential submission of a Small Cities Block Grant for the Northwest Lewis County Water Extension. (*action required*)
4. **10:30am**                    **Mary Lou Myers, Lewis County Clerk** RE: Approval of hiring new deputy County Clerk and Oath of Office (*action required*)
5. **10:45am**                    **Chris Richards, Lewis County Convention & Visitor's Bureau**  
RE: Quarterly Report of the Lewis County Convention & Visitor's Bureau (*action required*)
6. **11:00am**                    **Review of Roof, Gutters & Downspout Bids for the Sheriff's Tax Office & Former Jail (Funding by the Courthouse Facility Improvement Authority)**  
(*action required*)
7. **11:15am**                    **Steve Byers, HazMat Coordinator** RE: The Lewis County Commission did not allocate funds for the Lewis County Haz Mat Team. The coordinator will discuss the possibility of refunding this entity. (*action required*)

**Correspondence**

8. **Upshur County Commission Agenda:** Copy of the Upshur County Commission Agenda for April 24, 2014 (*information only*)
9. **ThyssenKrupp Elevator Service Agreement:** The Lewis County Commission requested cancellation of the elevator Service Agreement with ThyssenKrupp. The company will not allow the cancellation until termination of the exiting contract on December 1, 2016. (*information only*)
10. **West Virginia State Auditor's Office Purchasing Card Audit Report:** The West Virginia State Auditor reviewed the Lewis County Purchasing Card Transactions from July 1, 2011 through December 6, 2013. The following suggestions were made: 1) Named cardholder should be custodian of card  
2) Transactions require two (2) signatures 3) Receipts attached for all transactions  
4) Sales tax should be removed 5) Segregation of duties (*information only*)

**Business**

11. **Boards and Committee Reports:** Reports and/or discussion on all board or committees attended by Commissioners or their designees (*information only*)
12. **Governor's Community Partnership Grant for 2014 :** Approval for Governor's Community Partnership 2014 Grant Applications: (*Action Required*)
  - 14LEDA0121 Hackers Creek Pioneer Descendants \$2000 Building and Repairs
  - 14LEDA0117 Ireland Community Corporation \$2500 Basketball Court

- 14LEDA0116 Lewis County Park \$2000 Playground Equipment
- 14LEDA0119 Lewis County Honor Guard \$1000 Decals for Van
- 14LEDA0118 Mountaineer Military Museum \$2000 Displays
- 14LEDA0122 Louis Bennett Library \$2000 Building Maintenance
- 14LEDA0123 Pricetown Volunteer Fire Department \$2000 Equipment

**13. Governor's Community Participation Grants:** Request for Payment and Grant Closure on Governor's Community Participation Grant for Hacker's Creek Pioneer Descendants for the following grants for materials and repairs: 13LEDA0130 (\$2000) 2LEDA0438 (\$1000) 12LEDA0102 (\$4400) (*Action required*)

**14. Request from Glenville State College:** Request from Glenville State College to allow after hours calls to Transferred to Lewis-Gilmer Emergency 911 Center. The Center will dispatch emergency calls and take messages for non-emergency calls. (*action required*)

**15. Lewis County Economic Development Authority:** Report of activities of the Lewis County Economic Development Economic Development Authority by Director Mike Herron(*information only*)

**16. Timesheets and Leave Requests (*action required*)**

**Gary DeMoss** - April 24, 2014 Annual Leave April 25, 2014 Annual Leave

**Barbara Winans**-April 22, 2014 Annual Leave

#### **ORDERS AND PAYMENT OF EXPENDITURES:**

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

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

#### **ADJOURNMENT:**

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