

COUNTY COMMISSION OF LEWIS COUNTY

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COMMISSIONERS:
AGNES G. QUEEN
President
PATRICK D. BOYLE
Commissioner
THOMAS V. FEALY
Commissioner

LEWIS COUNTY COMMISSION MEETING AGENDA 110 CENTER AVENUE, 2ND FLOOR WESTON, WV 26452

AMENDED TUESDAY, FEBRUARY 17, 2015
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
RE: Exonerations, Consolidations, Apportionments (*action required*)

APPOINTMENTS

3. **10:10 AM** Marsha Boyle, Victims Advocate RE: Approval for Victim Of Crime Act (VOCA) Grant Submittal (*action required*)
4. **10:20 AM** Steve Money Penny, Lewis-Gilmer Addressing RE: Renaming Chesapeake Drive to Innovative Drive by request per business located on drive (*action required*)
5. **10:30 AM** Proclamation to Honor Lewis County Law Enforcement

CORRESPONDENCE

6. **Upshur County Commission Meeting Agenda:** Copy of the Upshur County Commission Agenda for January 29, February 5 and February 12, 2015 (*information only*)
7. **West Virginia Division of Culture and History:** Approval of July 1, 2015 to June 30, 2016 Grant Award of \$10,000.00 for Circuit Clerk Office to be used for personnel costs to scan and index criminal case files using the county's record management program. The Governor will provide official notification to all grant recipients. All counties awarded this grant will provide a cash match funds of at least 10 percent for all grant expenditures. (*information only*)
8. **West Virginia University Extension Service:** Agenda for WVU Extension Service Meeting for Thursday, February 19, 2015 at 7pm. (*information only*)
9. **Region VII Planning and Development Council:** Minutes of the Quarterly Meeting on October 27, 2014 and the Region VII Planning and Development Council Agenda for January 27, 2015, includes Cash and Investment Progression for quarter ending December 31, 2014; Fiscal Year 2014-15 Budget Summary and Projects for Review. (*information only*)
10. **West Virginia Development Office:** Fiscal Year 2015 CDBG-Small Cities Block Grant Application and Guidelines (*information only*)

11. **State of West Virginia-Department of Revenue-State Tax Department:** Copies of Administrative Notices for use in any mineral or industrial property appraisal/assessment hearings that occur during the Board of Review and Equalization. (*information only*)
12. **West Virginia Department of Environmental Protection:** Announcement of changes related to reporting water use; Effective January 1, 2015-reporting threshold will be 300,000 gallons from service or groundwater sources in a 30 day period (*information only*)
13. **Weston Police Department:** Correspondence regarding a special session of the Weston City and Mayor that was convened to vote on the hiring of two police officers to replace two recently gone from the Weston Police Department. The Weston City Council opted not to hire any new officers at this time due to lack of funds. The Weston Police Department will be eliminating the midnight shift three nites a week. This hiring freeze is temporary but also it is unknown when it will be lifted. Continued assistance from the Lewis County Sheriff's Department is appreciated. (*information only*)
14. **Citizen's Corp Council:** Minutes of the Citizen's Corp Council Meeting of January 20, 2015 (*information only*)
15. **Levy Estimate (Budget) 2015-2016:** In accordance with WV Code§11-8-10, as amended, each County commission is required to submit an estimate of revenues and expenditures to the State Auditor for approval. The Lewis County Commission will lay(set) the levy for 2015-2016 the third Tuesday of April 2015. (*information only*)
16. **Lewis Gilmer Emergency 911 Advisory Report:** Minutes of the Lewis Gilmer Emergency 911 Advisory Board Meeting of January 12, 2015(*information only*)
17. **Lewis Gilmer Emergency 911 Addressing Report:** Lewis Gilmer Emergency 911 Addressing Report includes addresses issues, mileage and proof of address requests(*information only*)
18. **Shenandoah Cable Television, LLC (dba)SHENTEL** Notification of cable television quarterly franchise fee payment for October, November and December 2014(*information only*)
19. **West Virginia Regional Jail and Correctional Facility:** West Virginia Regional Jail and Correctional Facility Invoice for January 2015. Inmate day 1364 x \$48.25=\$65,813.00(*information only*)

BUSINESS

20. **Board and Committee Reports:** Individual Commissioners will give reports on any board or Committee meetings they have attended.(*information only*)
21. **Review and Approval of Lewis County Audit Adjustments and Response to Audit Finding:** The West Virginia State Auditor's Office completed the Fiscal Year 2014 Audit of Lewis County. The auditor's office requests the commission to approve audit adjustments to accurately reflect The account status as shown on the financial statement. This is not an error or finding but simply relocation of accounts to meet the GASB standards that were mislabeled by the external agency that prepares the county financial statement. This is standard and done yearly. In addition: the following audit findings were reported and a response is required: 1. Separate Cash Drawers for Employees in County and Circuit Clerk's Office, 2. Segregation of duties, 3. Agreement to Digitize Record-County Clerk, 4. Other Post Employment Benefit Liability reporting. A response has been drafted for review and approval by the Commission(*action required*)
22. **Lewis County Fair Board:** Request of \$2500.00 to help with the 2015 Lewis County Fair Board to offset entertainment expenses. (*action required*)
23. **Heating and Cooling System Bids:** Opening of heating and cooling system bids for the WVU Extension Offices and the Tax Offices. (*action required*)
24. **West Virginia Development Office:** Approval and Signature on Small Cities Block Grant Program-Design and Administration for the Northwest Lewis County Water Line Extension Project # 14SCBG0001 for \$250,000.00 (*action required*)

- 25. **Request and Approval for Lewis County Building Commission:** Request and approval of reappointment of John Law to the Lewis County Building Commission (*action required*)
- 26. **Lewis County Economic Development Authority Report:** Mike Herron, Executive Director of the Lewis County Economic Development Authority will report on activities/actions of the authority. (*information only*)
- 27. **Time Sheets and Leave Approval:** (*action required*)

ORDERS AND PAYMENT OF EXPENDITURES

- 28. **Presentation by the County Clerk of Orders for the Prior Meeting(s) for Consideration** (*action required*)
- 29. **Expenses for the current period presented for consideration and payment** (*action required*)

ADJOURNMENT

- 30. **With no further action being required by the Lewis County Commission, the meeting will be Adjourned.** (*action required*)

MEETING/EVENTS

●	Lewis County Fire Board	Wednesday, February 11	6pm	Commission Mtg Room
●	HOLIDAY	Monday, February 16		Presidents Day
●	LC Firefighters Association	Monday, February 16	7pm	Jane Lew VFD
●	LEPC	Wednesday, February 18	Noon	Upshur County911/OEM
●	Ballots to be Placed in Boxes	Friday, February 20	8:30am	Voter Registration
●	School Levy Election	Saturday, February 21		
●	LC Economic Dev. Authority	Wednesday, February 25	5pm	Commission Mtg Room
●	Auditor's Budget Review	Thursday, February 26	9am	Bridgeport, WV
●	Canvass	Friday, February 27	6pm	Voter Registration

BOARD OF REVIEW

Friday	February 13, 9am	
Wednesday	February 18, 9am	
Monday	February 23, 9am	
Thursday	February 26, 9am	SINE DI

