

**COUNTY
LEWIS COUNTY**

110 Center Avenue
PO Box 466
Weston, WV 26452
Phone: (304)269-8200
Fax: (304)269-2416
Email: lewiscountycommission@lewiscountywv.org
Website: lewiscountywv.org



COMMISSION OF

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
MONDAY, FEBRUARY 23, 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** **Bill White, Jackson Community Center** **RE:** Submission of Mini-Grant Application from Jackson Memorial Community Association in the amount of \$1,000.00 for repair of roof and façade of center(*action required*)
- 4. 10:20 AM** **Cynthia Rowan, County Clerk** **RE:** Permission to Hire Terri Cole as Deputy County Clerk per WV Code 7-7-7. If approved, the oath of office will be administered. The Clerk would also request a waiver of the probationary period. (*action required*)

CORRESPONDENCE

- 5. Upshur County Commission Agenda:** Copy of Upshur County Commission Agenda for Thursday, February 19, 2015 (*information only*)
- 6. Sheriff's Monthly Vehicle Report:** Sheriff's Monthly Vehicle Report including mileage and maintenance for the fleet in January 2015(*information only*)
- 7. Louis Bennett Public Library Minutes /Financial Report: Meeting Minutes and Financial Reports** for October, November and December 2014 and January 2015 including expenditures from hotel/motel taxes received from the county by the Louis Bennett Library Board (*information only*)
- 8. Lewis County Animal Control Monthly Report:** Lewis County Animal Control Report for January 2015 including number of animals picked up, dropped at facility, adopted, bounty collections, and animal control vehicle mileage (*information only*)

9. **Lewis Upshur Animal Control Facility Monthly Report:** January 2015 monthly report for the Lewis Upshur Animal Control Facility including: number of dogs and cats housed at the facility, number of adoptions, number of animals returned to owners and number of animals brought in to the shelter by staff and citizens for both Lewis and Upshur Counties(*information only*)
10. **Sheriff's Monthly Settlement:** Lewis County Sheriff Adam Gissy submits the Sheriff's Month Settlement (reconciliation) of accounts for January 2015 for Lewis County (*information only*)
11. **WV State Department of Revenue- Statewide Computer Cost Estimate:** The WV State Tax Department estimates that the FY 2015-16 Statewide Computer Network System cost for Lewis County will be \$49,792.00. This is submitted for use during preparation of the county budget (*information only*)
12. **Lewis County Senior Center Board Letter of Appreciation:**The Lewis County Senior Center Board expresses appreciation to the Lewis County Commission for their contribution to assist with roof repair at the center(*information only*)

BUSINESS

13. **Boards and Committee Reports:** Report on any board or committee meeting(s) attended by the Commissioners (*information only*)
14. **Frontier Communications Quote for Additional Mailboxes for County Phone System:** The County's phone system requires a mailbox for each phone and line in the system. The county purchased 150 lines with the original system and currently have four remaining. Frontier Communications has prepared a quote for 50 More Voicemails in the amount of \$930.00 (*action required*)
15. **Technology Support Services Overview and Maintenance Agreement Quote:** Global Science and Technology was asked to look at all computer and network systems for the county. The have prepared the enclosed Maintenance Quote for review with an annual cost of \$16,620.00 (\$1,385.00 per month). The company's primary role will be to act as an agent of the County for technology support and decision making the same as an Information Technology Employee would provide. Proposal includes but is not limited to:
 - support to determine tech problems and work with appropriate vendor to resolve
 - a comprehensive on-site equipment/network audit to determine whether equipment needs updates, repair, or configuration changes
 - diagnosis and repair of computer equipment-replacement of parts and installation
 - install and configure Internet Security Equipment to manage in bound and out bound network traffic
 - implement and maintain standardized anti-virus software on all computers/servers
 - implementation of network settings and security on all computers
 - install/maintain wireless routers, or other communication equipment
 - consult on technology purchases to choose which best suits our needs
 - participate with any conference calls/meetings that staff will hold with vendors for technology purchases
 - provide unlimited desktop, laptop, server and printer support via phone or on-site*(action required)*
16. **Review of Lombardi Construction Bid Revision for Renovations for the Lewis County Assessor's Offices:** Silling Architects has worked with Lombardi construction to revise their bid for renovations to the Lewis County Assessor's new office. Review and disposition is requested. (*action required*)

- 17. **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)*
- 18. **Time Sheets and Leave Approval:** *(action required)*

ORDERS AND PAYMENT OF EXPENDITURES

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

ADJOURNMENT

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

WORK SESSION: The Lewis County Commission will hold a work session at 1:30 PM. Rudy Henley will update the commission on the recent changes and future plans for Stonewall Resort (information only)

MEETING/EVENTS

- LC Economic Dev. Authority (Annual Meeting) Wednesday, February 25 5pm Commission Mtg Room
- Auditor's Budget Meeting Thursday, February 26 9am Bridgeport, WV
- Canvass Levy Election Friday, February 27 6pm Voter Registration

BOARD OF REVIEW & EQUALIZATION

Monday February 23, 9am

Thursday February 26, 9am SINE DI

