

COUNTY COMMISSION OF LEWIS COUNTY

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

**LEWIS COUNTY COMMISSION
MEETING AGENDA
110 CENTER AVENUE, 2nd FLOOR
WESTON, WV 26452
MONDAY, APRIL 20, 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** **Family Resource Network RE: Child Abuse Prevention Flag Memorial**
The Lewis County Commission will issue a proclamation requesting all Lewis County Citizens memorialize the thousands of children across the country who die violently each year and increase their participation in efforts to prevent child abuse. Following the proclamation the County Commission will recess their meeting to raise the flag symbolizing Child Abuse Prevention Month as a visual reminder to all. (*action required*)
 - ❖ **MEETING WILL RECESS FOR CHILDREN'S MEMORIAL DAY FLAG RAISING**
(*action required*)
 - ❖ **MEETING WILL RECONVENE**
(*action required*)

CORRESPONDENCE

4. **Upshur County Commission Meeting Agenda:** Copy of the Upshur County Commission meeting Agenda for Thursday, April 17, 2015 (*information only*)
5. **West Virginia Public Service Commission Distribution of Wireless Emergency 911 Fees:** Disbursement of Lewis County wireless (cellular) E-911 Subscriber Fees for January, February and March 2015 in the amount of \$107,575.70. (*information only*)
6. **Lewis-Gilmer Emergency E911 Monthly Call Report:** Calls received by the Lewis-Gilmer E911 Center for the month of March 2015. Calls are categorized by agency, disposition and volume. (*information only*)
7. **Lewis-Gilmer Emergency E911 Advisory Board Meeting Minutes:** Minutes from the Lewis-Gilmer Emergency 911 Advisory Board Meeting of March 9, 2015(*information only*)

8. **Lewis-Gilmer E911 Monthly Addressing Report:** Lewis-Gilmer E911 Addressing Report for March 2015 including telephone calls, walk-ins, addresses issued, mileage driven, and proof of addresses issued. (*information only*)

BUSINESS

9. **Board and Committee Reports:** Commissioners will give reports on any board or Committee meetings attended(*information only*)
10. **Ride-Along Request for 26th Judicial Circuit Community Corrections Employee:** Brook Ware, an employee of the 26th Judicial Circuit Community Corrections Program requests approval to do ride-alongs with Lewis County Law Enforcement for the purpose of Community Corrections Client home checks only (*action required*)
11. **Lewis County Health Department Annual Contribution Contract:** Approval of the Annual Contract between the Lewis County Health Department and Lewis County Commission. The County Commission will furnish a building for public health services and provide a \$15,000.00 annual subsidy. The Health Department agrees to provide local health services to Lewis County. (*action required*)
12. **Approval of Fiscal Year 2015 Budget Revisions:** Approval of Lewis County Fiscal Year 2015 Budget Revisions. The following revisions are requested: Revenue increases for: property transfer tax, hotel occupancy tax, grants, county clerk's earnings and Regional Jail Operations Partial Reimbursement, refunds and reimbursement emergency reimbursement, home confinement, general school and magistrate court reimbursements totaling \$369,138.00. These revenues will be applied to the following line items: County Commission, County Clerk, Circuit Clerk, Sheriff-Treasurer, Prosecuting Attorney, Statewide Computer Network, Courthouse, Contingencies, Dog and Kennel Fund, Local Law Enforcement Grant, Parks and Recreation, Visitor's Bureau and Library. Revenues are credited to these accounts in order to maintain a balanced budget (*action required*)
13. **Mutual Aid Agreement Between Upshur County Sheriff's Department, City of Buckhannon, Lewis County Sheriff's Department and City of Weston:** Lewis County Sheriff Adam M. Gissy presents for consideration by the commission a mutual agreement between the Upshur County Sheriff's Department, Buckhannon City Police, Lewis County Sheriff's Department and City of Weston. This agreement will allow these agencies to pool resources in the event of an emergency and share information.(*action required*)
14. **Lewis-Gilmer Emergency 911 Letter of Agreement for Services with Gilmer County:** Approval of Letter of Agreement with Gilmer County Commission for Emergency 911 and Dispatch Services for one year. Gilmer County will remit all 911 land and cell subscriber fees to Lewis County as payment of 911 services. In addition Gilmer County will remit \$35,000.00 for dispatch (administrative call) services. This agreement has been approved by the Gilmer County Commission (*action required*)
15. **Approval to Transfer Accumulated Sick Leave by Michelle Posey:** Approval to transfer accumulated sick leave earned by Michelle Posey while employed by the Upshur County Commission to her employment with the Lewis County Commission (*action required*)
16. **Approval of 2015-16 Records Management and Preservation Grant Agreement:** Approval of the Fiscal Year 2015-16 West Virginia Division of Culture and History Records Management and Preservation Grant Agreement for document imaging in the Lewis County Circuit Clerk's Office in the amount of \$10,000.00. This grant requires a 10% (\$1,000.00) match from the county. (*action required*)
17. **Request for Reimbursement for Fiscal Year 2014-15 Records Management and Preservation Grant for the Lewis County Clerk's Office:** Lewis County Clerk, Cynthia. S. Rowan requests application for reimbursement of \$ \$6,500.35 from the FY 2014-15 Records Management and Preservation Grant. This reimbursement includes \$5,000.00 for materials to repair books and \$1,500.35 in employee scanning overtime reimbursement. The total requested is minus the 10% match required by the county. (*action required*)

- 18. **Lewis County Economic Development Authority:** Report of activities by the Lewis County Economic Development Authority by Director Mike Herron (*information only*)
- 19. **Timesheets and Leave Requests** (*action required*)
 - a) Garry DeMoss Annual Leave-Friday, May 1, 2015

ORDERS AND PAYMENT OF EXPENDITURES:

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

ADJOURNMENT:

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

MEETING/EVENTS

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| • FireFighters Association | 7pm Monday, April 20 | Pricetown VFD |
| • LAY LEVY | 9am Tuesday, April 21 | |
| • LC Chamber Meeting | 5:15pm Tuesday, April 21 | Chamber Office |
| • LC Building Commission | 11am Wed., April 22 | Commission Mtg Rm |
| • LC Park Board | 6pm, Monday, April 27 | LC Park |
| • LCEDA | 5pm, Wed., April 22 | Commission Mtg Rm |