

COUNTY COMMISSION OF LEWIS COUNTY

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Commissioner

LEWIS COUNTY COMMISSION
110 CENTER AVENUE, 2nd FLOOR
WESTON, WV 26452
MEETING AGENDA
August 17, 2015

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. 10:10AM Sherry Lambert, Director, Lewis County Chamber of Commerce**
RE: Mini Grant Request for the Stonewall Jackson Triathlon in the amount of \$500.00 for help with operating costs with this event. (*action required*)
- 4. 10:25AM Tom Bond** RE: Information on Global Warming (*information only*)
- 5. 10:40am Jason Kouns, Washington National Insurance(formerly Conseco)**
RE: Request to present insurance options to new employees (*action required*)
- 6. 10:50 AM Elizabeth Ruble: RE:** Concerns regarding taxation on Minerva Avenue Properties and their relationship to odors from the sewer treatment plant. (*action required*)

CORRESPONDENCE

- 7. Upshur County Commission Meeting Agenda:** Copy of the Upshur County Commission Special Meeting Agenda for August 6 and August 13, 2015 Regular Meeting(*information only*)
- 8. Jane Lew Public Service District Meeting Agenda:** Agenda for the Jane Lew Public Service District August 13, 2015 Regular Meeting of (*information only*)
- 9. Lewis County Assessor Valuation Fund Fiscal Year Reconciliation:** Reconciliation of Lewis County Assessor Valuation Fund for Fiscal Year 2015-2016(*information only*)
- 10. Sheriff's Monthly Vehicle Report:** Sheriff's Monthly Vehicle report for July 2015 including mileage and maintenance for the fleet (*information only*)
- 11. Lewis Gilmer Emergency 911 Monthly Report:** Call Report of Lewis-Gilmer Emergency 911 for July 2015 including: number of call, disposition, agency totals, etc. (*information only*)
- 12. Lewis County Animal Control Monthly Report:** Lewis County Animal Control Report for July 2015 including: number of animals picked up, dropped at facility, adopted and bounty collections (*information only*)

13. **Lewis County Convention and Visitor's Bureau Meeting Agenda and Mintues:** Agenda for Lewis County Convention and Visitors Bureau August 10, 2015 meeting and Minutes of July 7, 2015 Meeting(*information only*)
14. **West Virginia Public Service Commission Quarterly Disbursement of Wireless E911 Fees:** Disbursement of Wireless Emergency 911 Subscriber Fees in the amount of \$111,943.98 for the months of April, May and June 2015(*information only*)
15. **Sheriff's Monthly Settlement:** Sheriff's monthly settlement (reconciliation) of Lewis County financial accounts for the Month of July 2015(*information only*)
16. **Region VII Planning and Development Council Water Protection Training Seminar:** Region VII Planning & Development Council in conjunction with the West Virginia Rural Water Association is holding a one day workshop to provide training on the protection of public water supply streams. Training will take place August 26, 2015 at the Brushy Fork Event Center in Buckhannon at no cost. (*information only*)
17. **Shenandoah Cable Television (SHENTEL) Quarterly Franchise Payment:** Quarterly payment for April, May and June 2015 franchise agreement in the amount of \$10,307.42 (*information only*)
18. **Cequel III Communications dba: Suddenlink Communications Quarterly Franchise Payment:** Quarterly payment for April, May and June 2015 for franchise agreement in the amount of \$1,400.87(*information only*)

BUSINESS

19. **Boards and Committees:** Commissioners will give reports on any board and/or meeting(s) attended: National Night Out, County Commissioners Association of WV, Annual State Auditor's Training, Community Corrections, Lewis County Convention and Visitor's Bureau, Lewis County Fire Board (*information only*)
20. **Resolution in Support of the Mountain Valley Pipeline:** The Lewis County Commission is requested to execute a resolution in support of the Mountain Valley Pipeline. Consideration and possible adoption will be discussed. (*action required*)
21. **Notification of Retirement of Deena Saeler, Deputy Circuit Clerk:** Deena Saeler's Deputy Circuit Clerk tenders her notification of retirement effective November 3, 2014. Her last working day will be September 24, 2015. She will use vacation days until her retirement date. (*information only*)
22. **Notification of Retirement of Lieutenant David Parks:** Lieutenant David Parks tender his notification of retirement from the Lewis County Sheriff's Department effective December 22, 2015. Lieutenant Parks requests all unused "compensation hours" be converted to 'sick hours' upon retirement. Request has been approved by Sheriff Gissy(*action required*)
23. **Software Systems Notification of Annual Maintenance Charge Changes:** Approval and Signature of changes in maintenance contract(s) costs for offices listed below for the 2015-16 Fiscal Year1)Lewis County Tax Office: Level 1 Charge increased by \$8.00; Level 2 Charge increased by \$72.00; Level 3 Charge increased by \$78.00; Tax Internet Charge increased by \$2.00 ; 2.) Lewis County Budget and Accounting: Level 2 Charge increased by \$2.00; 3.) Lewis County Circuit Clerk: Jury Selection Charge increased by \$3.00; Circuit Court Processing increased by \$23.00; 4.) Lewis County Assessor: Assessor's Supplemental increased by \$3.00; 5.) Lewis County Commission/System Hardward: Level 2 Charge increased by \$41.00: (*action required*)
24. **Lewis-Gilmer Emergency 911 Request for Approval of Employees to Attend the West Virginia State Association of Public Safety Communications Officers training. :** Request for four (4) Employees to attend the West Virginia APCO Conference September 13 thru September 18, 2015, Employees: James Gum(Vice President of APCO and President of NENA must attend), Martha Tatman, Robert Stalnaker and Pat Moran (*action required*)

- 25. Approval of Request for Payment and Grant Closure of Governor's Community Participation Grant #12LEDA0106 for the Lewis County Park :** Approval of the request for payment for the Governor's Community Participation Grant # 12LEDA0106 for the Lewis County Park in the amount of \$2,500.00. The project included sound proofing and electric service installation and door mounting for the stage at the park. *(action required)*
- 26. Approval of Request for Payment and Grant Closure of Governor's Community Participation Grant #13LEDA0490 for the Lewis County park:** Approval of the request for payment in the amount of \$ 238.85 for lumber, materials and electrical inspection for the stage of the Lewis County Park. This request will fulfill the balance of the \$1,500.00 grant. Grant closure is requested. *(action required)*
- 27. Credit Card Collection System Interest Requests:** A memo was sent to all offices that collect fees regarding their interest in having a credit card collection system. The Sheriff's Tax Office is the only office that has responded. *(action required)*
- 28. Lewis County Economic Development Authority Report:** Report of activities of the Lewis County Economic Development Authority by Director Mike Herron *(information only)*.
- 29. Timesheets and Leave Requests** *(action required)*

ORDERS AND PAYMENT OF EXPENDITURES:

- 30. Presentation by County Clerk of the Orders of Prior Meeting(s) for consideration.** Draft meeting minutes are available upon request. *(action required)*
- 31. Expenses for the current period presented for consideration of payment.** A complete list of expenditures are available by request. *(action required)*

ADJOURNMENT:

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