

COUNTY COMMISSION OF LEWIS COUNTY

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LEWIS COUNTY COMMISSION
110 CENTER AVENUE, 2nd FLOOR
WESTON, WV 26452
MEETING AGENDA
September 28, 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. 10:10 AM **HOPE INC** RE: The Lewis County Commission is asked to consider passage of a proclamation declaring October 2015 as Domestic Violence Awareness Month(*action required*)
4. 10:20 AM **Landmark Forestry** RE: Lewis County contracted with Landmark Forestry to complete a global information system project for use by the assessor, county clerk, 911, emergency management, animal control and health department. The status of the project will be discussed. (*action required*)
5. 10:30 AM **Debbie Anderson, Human Resource Development Foundation** RE: The Human Resource Development Foundations is administering a Federal Grant to provide employment for dislocated workers to clean up debris along streams caused by recent national disasters. Lewis County qualifies for this program. (*action required*)
6. 10:40 AM **Leslie Butcher, Regent of Catholic Daughters** RE: The Lewis County Commission is asked to consider passage of a proclamation declaring October 18, 2015 as Catholic Daughters Day. (*action required*)
7. 10:50 AM **Glenn Brown** RE: Glen Brown was appointed by the Lewis County Commission as a member of the Lewis Gilmer Solid Waste Authority September 8, 2015. The oath of Office will be administered (*action required*)

CORRESPONDENCE

8. **Upshur County Commission Meeting Agendas:** Upshur County Commission Meeting Agendas for September 17, 2015 and September 24, 2015. (*information only*)
9. **Lewis Upshur Emergency Planning Committee Meeting Agenda and Minutes:** Wednesday, September 16, 2015 Meeting Agenda for Lewis Upshur Emergency Planning Committee and minutes of the August 19, 2015 meeting. (*information only*)
10. **Bureau of Justice Assistance (BJA) Grant Award:** Lewis County has been awarded a Bulletproof Vest Partnership Grant by the Bureau of Justice for the fiscal year 2015-16 in the amount of \$4,454.88 to equip seven (7) deputies with bullet proof vests. The current vests have an expiration date requiring them to be replaced. The Grant funds are 50% match and must be expended by August 31, 2017. (*information only*)
11. **Lewis-Gilmer Emergency 911 Advisory Board Meeting Minutes:** Minutes for the Lewis-Gilmer Emergency 911 Advisory Board Meeting of July 13, 2015. (*information only*)
12. **Sheriff's Monthly Settlement:** Sheriff's monthly settlement (reconciliation) of Lewis County financial accounts for August 2015(*information only*)
13. **Annual Lewis County Chamber of Commerce 80th Dinner:** Notification the Lewis County Chamber of Commerce 80th Annual Dinner will be held October 13, 2015. (*information only*)
14. **West Virginia Consolidated Public Retirement Board Fiscal Year 2017 Estimate of Employer Contribution Rate:** Pursuant to WV Code§5-10-31, the Board of Trustees of the WV Consolidated Public Retirement Board determines the amount of Employer contributions to be paid into the Public Employees Retirement System Employers Accumulation Fund. The rate is based upon the annual actuarial valuation of the assets and liabilities and resets annually. The *estimated* employer contribution percentage will increase from 13.5% to 14.5% effective July 1, 2016. This is a preliminary estimate in order to assist in county budgeting. (*information only*)
15. **Louis Bennett Public Library Meeting Minutes, Quarterly Hotel/Motel Tax Expenditures, Fiscal Year 2015 Statistics, 2015 Annual Report and Fiscal Year 2014 Independent Auditor's Report on Related Financial Statements:** Quarterly meeting minutes and financial report for the Louis Bennett Public Library for May, June, July and August, 2015; Report of Hotel Motel Expenditures for May, June, July and August, 2015; Fiscal Year 2015 statistics including attendance, circulation, materials and programs; Excerpt from 2015 West Virginia Public Library Annual Report pertaining to the Louis Bennett Public Library; and Fiscal Year 2014 Independent Auditors Report and Related Financial Statements for the Louis Bennett Library, including the following finding: Segregation of Duties. (*information only*)
16. **Lewis County Park and Recreations Board Meeting Agenda and Minutes:** Lewis County Park and Recreations Board Agenda for September 21, 2015 and meeting minutes from August 25, 2015.(*information only*)

BUSINESS

17. **Board(s) and Committee(s) Reports:** Commissioners will give a report on any board(s) or Committee(s) meetings they have attended, including: Community Corrections, Central West Virginia Community Action Agency, Lewis Upshur Local Emergency Planning Committee, County Commissioner's Association of West Virginia Fall Board Meeting, Lewis County Economic Development Authority, Lewis County Fire Board. (*information only*)

18. **Lewis County Senior Center as Fiscal Agent for Lewis County First Requests a Time Extension for Funding Received by the this Organization from the Mountain Lakes Convention and Visitors Bureau:** The Lewis County Senior Center as the Fiscal Agent for Lewis County First was awarded a grant from the Mountain Lakes Convention and Business bureau in the amount of \$2,500.00 to be used for the 'Kids Beach Bash' at the Jane Lew Park and other community projects. Due to the generosity of the community, the \$2,500.00 was not needed for the 'Kids Beach Bash' event. Lewis County First requests the organization be allowed to retain the funds to be used for future community projects. *(action required)*
19. **Set Time and Date Trick-or-Treat in Lewis County:** The City of Weston has set Saturday, October 31, 2015 from 6 pm to 7 pm as Trick or Treat. The Lewis County Commission is requested to set a date and time for Trick or Treat in the unincorporated areas. *(action required)*
20. **Lewis County Economic Development Authority Report:** Report of activities of the Lewis County Economic Development Authority by Director Michael Herron. *(information only)*
21. **Timesheets and Leave Requests** *(action required)*

ORDERS AND PAYMENT OF EXPENDITURES:

22. **Presentation by County Clerk of the Orders of Prior Meeting(s) for consideration.**
Draft copy will be available for review upon request Thursday, September 24, 2015. *(action required)*
23. **Expenses for the current period presented for consideration of payment.** Draft copy will be available for review upon request Thursday, September 24, 2015. *(action required)*

ADJOURNMENT:

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

LEWIS COUNTY COMMISSION MEETING MANAGEMENT

Regular meeting agendas will be posted and available to the public before closure two (2) business days prior to the meeting date. Agenda matters to be reviewed and/or considered during the meeting are at the discretion of the Lewis County Commission. Appointments to speak with the county commission must be scheduled before 10 AM three (3) business days prior to the meeting. Appointments will be given a ten (10) minute time allowance. Open discussion by Commission unless executive session is motioned per WV Code §6-9A-4. Input or recommendation from constitutional officers, staff or public that is not listed by name on the agenda will only be allowed if requested by the commission or required by statute. Those not scheduled on the agenda may sign up for public comment at a minimum fifteen (15) minutes prior to the start of the meeting. Public comment is limited to five (5) minutes per speaker. Motion required for consideration of vote. All votes unanimous unless otherwise stated.

Roberts Rules of Order is utilized as a guide only. The Commission controls meeting management, discussion and input.