

COUNTY COMMISSION OF LEWIS COUNTY

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



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

LEWIS COUNTY COMMISSION
110 CENTER AVENUE, 2nd FLOOR
WESTON, WV 26452
MEETING AGENDA
MONDAY, January 11, 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
Draft copies will be available Thursday, January 7, 2016 for review upon request
(*action required*)

APPOINTMENTS

- 3. 10:10 AM Steve Moneypenny, Lewis-Gilmer Addressing**
RE: **New Road Name**-From W 2nd Street turn right onto Gee Lick go 2/10 mile turn left onto Lights Trailer Court. Go less than 1/10 mile turn right.
Road name choices: 1)Turnout Road, 2) Backdraft Drive.
(*action required*)
- 4. 10:15 AM William Rowan** RE: **Annual E911 Call Report**- Report of activities of the Lewis Gilmer Emergency 911 Center for the 2015 calendar year including totals by agency and disposition.
(*information only*)

CORRESPONDENCE

- 5. Upshur County Commission Meeting Agenda:** Upshur County Commission meeting agenda for January 7, 2016. (*information only*)
- 6. 26th Judicial Circuit Community Corrections Meeting Agenda:** 26th Judicial Circuit Community Corrections Meeting Agenda for January 11, 2016 at 6 PM to be held at the Upshur County Day Report Center. (*information only*)
- 7. Finalization of Sale of Cequel III Communications to Altice:** The sale of Cequel Corporation, parent company of Cequel III Communications II, LLC d/b/a Suddenlink Communications, a the cable franchise serving portions of Lewis County, has been finalized. (*information only*)
- 8. Lewis County Animal Control Monthly Report:** Monthly report for December 2015 including number of complaints, animals picked up, bounty collected and vehicle mileage.
(*information only*)

9. **Lewis County Sheriff's Department Monthly Vehicle Report:** Report of mileage and maintenance for the sheriff's department vehicle fleet for the month of December, 2015. *(information only)*

BUSINESS

10. **Boards and Committee(s) Reports:** Reports from Commissioners for any board(s) or Committee(s) meetings attended including: Lewis County Convention and Visitors Bureau, Lewis County Economic Development Authority. *(information only)*

11. **Change in Internal Revenue Service Mileage Reimbursement:** The Internal Revenue Service mileage reimbursement rate effective January 1st, 2016 is 54 cents per mile, a decrease from 57.5 cents per mile. *(action required)*

12. **Request for Reimbursement 2015 West Virginia Records Management and Preservation Grant for Digitizing Records in the Lewis County Circuit Clerk's Office:** Request for reimbursement for employee costs to digitize records in the Lewis County Circuit Clerk's Office. Reimbursement request for October, November and December 2015 is \$3,692.57. The county's match is \$369.25. *(action required)*

13. **Change of Scope for Governor's Community Participation Grant Program for the Lewis Baseball Association:** Change of scope for Project Number 12LEDA0748N for the Lewis Baseball Association. Original scope was to build a building at the facility. Donations were able to assist with this cost and the additional funding was not needed for this use. Request to change the scope to allow the purchase of pitching machines. This will provide year round utilization of the building. *(action required)*

14. **Request for transfer of Employee Annual/Compensatory Leave to Sick Leave to Avoid Loss per Lewis County Personnel Policy Manual:** *(action required)*

- a) Michael Herron 44 hours of Annual Leave to Sick Leave
- b) Debra Hull 6.5 hours of Annual Leave to Sick Leave
- c) Tom Alkire 40 hours of Annual Leave to Sick Leave
- d) Garry DeMoss 152 hours of Annual Leave to Sick Leave
- e) Barbara Winans 43 hours of Annual Leave to Sick Leave
- f) Rick Stout 95 hours of Compensatory Time to Sick Leave
- g) Joyce Helmick 24 hours of Annual Leave to Sick Leave
- h) Gary Foster 16 hours of Annual Leave to Sick Leave
- i) Richard Snyder 20 hours of Annual Leave to Sick Leave
- j) Erin Godwin 41 hours of Annual Leave to Sick Leave
- k) Randall Hyre 81.26 hours of Compensatory Time to Sick Leave
- l) Randall Bush 76 hours Annual and 45 hours Compensatory Time to Sick Leave
- m) Kim Heater 33 hours Annual Leave to Sick Leave
- n) Cindy Allman 39.5 hours Annual Leave to Sick Leave
- o) Annie Brown 59.5 hours Annual Leave to Sick Leave

15. **Lewis County Economic Development Authority Report:** Report of activities of the Lewis County Economic Development Authority by Director Mike Herron. *(information only)*

16. **Timesheets and Leave Requests** *(action required)*

ACTIONS ORDERS AND PAYMENT OF EXPENDITURES:

- 17. **Actions of the Clerk:** County Clerk Cynthia S. Rowan presents actions of the clerk in recess of the county commission for approval. Draft copies will be available for review upon request Thursday, January 7, 2016. *(action required)*
- 18. **Presentation by County Clerk of the Orders of Prior Meeting(s) for consideration.** Draft copies will be available for review upon request Thursday, January 7, 2016. *(action required)*
- 19. **Expenses for the current period presented for consideration of payment.** Draft copies will be available for review upon request Thursday, January 7, 2016. *(action required)*

ADJOURNMENT:

- 20. **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.*

NOTICE OF WORK SESSION

The Lewis County Commission will conduct work sessions with Elected Officials and Department Heads today, January 11, 2016 beginning at 3:00 PM. The purpose of this session is to review the Fiscal Year 2015-2016 budget after six months of collections and expenditures. The schedule is as follows:

3:00 PM

Prosecuting Attorney

