COUNTY COMMISSION OF LEWIS COUNTY

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

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

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 for review upon request
   on Thursday, June 23, 2016 (a*ction required)*

APPOINTMENTS:

3. **10:10 AM** **Chris Heater, GJ Garton Insurance**
   RE: County Property and Liability Insurance Renewal *(action required)*
4. **10:20 AM** **Steve Moneypenny, Lewis-Gilmer E-911 Addressing**
   RE: New Road Name Options: 1) Yeti Ridge Road 2) Squatch Hollow
   3) Boggy Boon Road
   Directions: US Hwy 19 South go 16.1 miles and turn left *(action required)*
5. **10:30 AM** **Lisa Diehl, West Virginians for Affordable Healthcare**
   RE: Medicare Expansion and the benefits provided to citizens and counties.
   (information only)
6. **10:40 AM** **Debbie Anderson**
   RE: Update on the Stream Clean-Up being done in Weston and Lewis County
   (information only)

CORRESPONDENCE

7. **Upshur County Commission Meeting Agenda:** Upshur County Commission Meeting Agenda for June 16, 2016 (*information only)*
8. **Louis Bennett Public Library Board Meeting Minutes and Financial Report:** Minutes of April, May and June 2016 meetings and financial report including hotel/motel tax expenditures. (*information only)*
9. **Lewis Gilmer Emergency 911 Advisory Board Meeting Minutes:** Minutes from the June 13, 2016 Lewis Gilmer E-911 Advisory Board meeting.
10. **Lewis Gilmer Addressing Monthly Report:** Lewis Gilmer addressing report for May 2016.*(information only)*

11. **Lewis County Senior Center Report of Mountain Lakes Convention and Visitors Bureau Grant Funding:** The Lewis County Senior Center as fiscal agent for Lewis County First was Awarded a $2,500.00 grant by the Mountain Lakes Convention and Visitors Bureau. A balance of $1,480.25 was remaining and spent during this quarter. These expenses were used for : the Little Free Libraries; to defray costs associated with liability insurance for work projects in Lewis County; and to match funds raised for the Community Gardens in Jane Lew. All funds have been expended. (*information only)*
12. **West Virginia State Auditor's Office Notification of Delinquent Tax Sale:** The auction of Lewis County properties that are delinquent and/or non-entered on July 15, 2016 at 9 AM in the courthouse lower level hallway. A list of properties is submitted for review. *(information only)*
13. **Sheriff's Monthly Settlement:** Sheriff's monthly settlement (reconciliation) of Lewis County financial accounts for May 2016(*information only)*
14. **West Virginia Prosecuting Attorney Institute Contribution:** Notification of the Fiscal Year 2017 Premium due for the WV Prosecuting Attorney Institute per WV Code §7-4-6. This was included in a line item in the county's FY 2017 budget. Information on the what the Prosecuting Attorney's Institute provides to counties is enclosed. (*information only)*

BUSINESS

15. **Board(s) and Committee(s) Reports:** Commissioners will give report on any board(s) or Committee(s) meetings they have attended including: Local Emergency Planning Commission; Community Action, Lewis County Economic Development Authority; Lewis Gilmer Emergency 911. *(information only*)
16. **Records Management Preservation Grant Final Reimbursement:** Signature for reimbursement in the amount of $647.82 to complete the 2016 Records Preservation and Management Grant for scanning of records in the Circuit Clerk's Office. (*action required)*
17. **Homeland Security Generator Grant Reimbursement:** Approval of reimbursement for the generator serving portions of the Lewis County Judicial Annex. The total Homeland Security Grant award was $54,910.00 with the federal share not to exceed $41,183.00. The grant requires a 25% match by the county.(*action required)*
18. **Acceptance of Resignation:** Jody Riley will be resigning her position as a Lewis County Deputy Assessor effective July 1, 2016. (*action required)*
19. **Point & Pay System Fee Rate Deduction:** The County recently contacted Point and Pay to request the rate charged for transactions be reduced. The company has agreed to reduce the fee from 2.75% to 2.50% with the minimum transaction fee of $2.50 to stay the same. Approval is requested. *(action required)*
20. **Community Work Experience Program Contract Renewal:** Contract renewal of the Community Work Experience Program (CWEP) between the Department of Health and Human Resources and Lewis County Commission for the new fiscal year July1, 2016 to June 30, 2017. *(action required)*
21. **Small Cities Block Grant Program Executed Contract:** The Small Cities Block Grant Contract for the Northwest Lewis County Water Project-Project Number: 14SCBG0001X in the amount of $1,250,000.00 has been fully executed. Details on bidding and reimbursement are detailed. (*information only)*
22. **Mini Grant Request by Lewis County 4-H Camp:** The Lewis County 4-H Camp requests a mini grant in the amount of $500.00 for provide financial assistance for 19 first time campers to attend 4-H Camp this summer(*action required*)
23. **Global Science and Technology, Inc. Support Contract Renewal:** The Lewis County Support Contract with Global Science and Technology, Inc is up for renewal The renewal contract will be for July 1, 2016 to June 30, 2017 at an unchanged rate of $1,385 per month. (*action required)*
24. **Lewis County Economic Development Authority Report:** Report of activities of the Lewis County Economic Development Authority by Director Mike Herron. *(information only)*

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

a) Follow up on Charlene Thomas May Time Sheet following review by the Prosecuting Attorney requested at the last meeting. The issue involves the policy stating an employee must work 11 days to accrue annual leave. Ms. Thomas is a E911 dispatcher and works 12 hour shifts. Although she did not work 11 days she worked 108 hours. This is in excess of the 88 hours that would be generated by a traditional employee. The Prosecuting Attorney advised that there is ambiguity in the policy with references both in hours and days. She suggests the policy be converted to hours only.

ACTIONS, ORDERS, ESTATE SETTLEMENTS AND PAYMENT OF EXPENDITURES:

26. 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, June 23, 2016 *(action required)*

27. Presentation by County Clerk of the Orders of Prior Meeting(s) for consideration: Draft copies will be available for review upon request Thursday, June 23, 2016 *(action required)*

28. Presentation of Estate Settlements: County Clerk Cynthia S. Rowan presents estates for settlement. Draft copies will be available for review upon request Thursday, June 23, 2016. *(action required)*

29. Expenses for the current period presented for consideration of payment: Draft copies will be available for review upon request Thursday, June 23, 2016*(action required)*

ADJOURNMENT:

30. 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.

Lewis ~ Gilmer E-911 Addressing

201 Orchard St • Weston, WV 26452
Telephone 304-269-6567
TTY 304-269-8241 or 304-462-7306 • Fax 304-269-8203

June 14, 2016

Dear Commissioners,

The Lewis-Gilmer E-911 Addressing office has received a request to name a Private Road located at 11161 US HWY 19 S. This request is due to a long driveway with planned future development.

The Road Location is 11161 US Hwy 19 S, Walkersville, WV 26447.

Driving Directions : From city limits at US Highway 19 S go 16.1 Miles turn Left

The suggested below choices are

1. YETI RIDGE ROAD
2. SQUATCH HOLLOW
3. BOGGY BOON ROAD
4.

All three choices are acceptable; their first choice is preferred and this office feels that it will be the most clear and concise choice that will provide the easiest understandable road name.

Respectfully Submitted

Steve Moneypenny

Lewis-Gilmer E-911 Addressing

Approved _____

Recorded Book ____ Page ____

Lewis ~ Gilmer E-911 Addressing

201 Orchard St • Weston, WV 26452
Telephone 304-269-6567
TTY 304-269-8241 or 304-462-7306 • Fax 304-269-8203

APPLICATION FOR NEW ROAD NAME / NAME CHANGE

Community: Walkersville Zip Code: 26447 Route #: N/A

CURRENT ROAD NAME: None

ROAD LOCATION: 11161 US Hwy 19S

DRIVING DIRECTIONS: Begin US Hwy 19S at Weston City Limit

ROAD NAME CHOICES IN ORDER OF PREFRENCE (Please READ road naming criteria)

1. Yeti Ridge Rd 5m 1:53 6-13-16
2. Squatch Hollow
3. Boggy Boon Road
4.

Lewis~Gilmer Addressing reserves the right to refuse any names that do not meet the adopted county ordinance.

Liaison Information **Expires 30 Days from date issued.**

NAME: Tuesday Richards TELEPHONE: 304 838 4900 or 304 838 4700

ADDRESS: 445 Main Ave CITY: Weston STATE: WV ZIP: 26452

Signature: Tuesday Richards Date: 5/31/2016

Before signing please verify that this form is complete and correct to the best of your knowledge.

For Office Use Only

REQUEST TYPE

- ✓ Private Road
- o Public Road
- o OTHER _____
- ✓ NEW ROAD NAME
- o ROAD NAME CHANGE

APPLICATION RECEIVED 6/1/2016 Signature [signature]

Date 5/31/2016

Upshur County Commission
Agenda

Location of Meeting: Upshur County Courthouse Annex
Date of Meeting: June 16, 2016

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
- June 9, 2016

9:15 a.m. David H. Coffman, Upshur County Sheriff – Discussion regarding FY '17 budget and employee compensation

Item may lead to Executive Session per WV Code §6-9A-4

(A) Matters arising from the appointment, employment, retirement, promotion, transfer, demotion, disciplining, resignation, discharge, dismissal or compensation of a public officer or employee, or prospective public officer or employee unless the public officer or employee or prospective public officer or employee requests an open meeting; or

9:30 a.m. Linda Wolfe --- Relay for Life Chair --- Reading, approval and signature of Proclamation

9:45 a.m. Potential property acquisition

Item may lead to Executive Session per WV Code §6-9A-4

(9) To consider matters involving or affecting the purchase, sale or lease of property, advance construction planning, the investment of public funds or other matters involving commercial competition, which if made public, might adversely affect the financial or other interest of the state or any political subdivision: Provided, That information relied on during the course of deliberations on matters involving commercial competition are exempt from disclosure under the open meetings requirements of this article only until the commercial competition has been finalized and completed: Provided, however, That information not subject to release pursuant to the West Virginia freedom of information act does not become subject to disclosure as a result of executive session;

1:00 p.m. Supervisor Meeting

2:00 p.m. Policy Board Meeting

3:00 p.m. Pre-Bid conference for Upshur County Courthouse Roof Repair Project

<u>Items for Discussion / Action / Approval:</u>

1. Approval of Upshur County Courthouse Chimney Repair Project Manual prepared by WYK Associates, Inc. and advertisement of project. This manual includes an Invitation for Bids for the repair of the Courthouse Chimneys. There will be a mandatory pre-bid conference at 3:00 p.m. on Thursday, July 7, 2016. All sealed bids must be received no later than 9:00 a.m. on Thursday, July 21, 2016. Sealed bids will be opened, reviewed and read aloud by the Upshur County Commission at 9:30 a.m. on Thursday, July 21, 2016.
2. Correspondence from Carrie L. Wallace on behalf of the Buckhannon Upshur Airport Authority requesting the sale of a 25kw natural gas generator that is no longer being used by the County. This

generator will allow for electricity to be maintained during a power outage to hangar B2, occupied by HealthNet.

3. Approval and signature of Gerber Life Insurance Company Stop-Loss Proposal for proposed policy term 7/1/16 to 6/30/17, Plan Sponsor Disclosure Statement and Contract Addenda, and Grandfathered Status Certification.

4. Approval and signature of agreement between Anytime Fitness Club #3873 and the Upshur County Commission. This agreement will allow Upshur County employees to receive partnership benefits from Anytime Fitness including monthly memberships for $29.99 per month for the first 12 months.

5. Approval and signature of Upshur County Basic Ordering Agreement for Courthouse Network Support, Administration & Consulting with Global Science and Technology, effective July 1, 2016. These services will be billed on a monthly basis in the sum of $1,198.

6. Correspondence from David H. Coffman, Sheriff of Upshur County, requesting the employment of Natalie E. Nicholson as full-time Tax Deputy at the starting rate of pay of $10.00 per hour, effective June 27, 2016.

7. Approval of advertisement for part-time and full-time E911 telecommunicator (dispatch) positions. Starting rate of pay is $11.00 per hour.

8. Correspondence from Christina Pickens, E911 telecommunicator, announcing her resignation, effective July 9, 2016.
   Item may lead to Executive Session per WV Code §6-9A-4
   (A) Matters arising from the appointment, employment, retirement, promotion, transfer, demotion, disciplining, resignation, discharge, dismissal or compensation of a public officer or employee, or prospective public officer or employee unless the public officer or employee or prospective public officer or employee requests an open meeting; or

9. Approval of Lewis-Upshur Animal Control Facility Volunteers, Ashley Cooper and Brandi Gilles

10. Approve Invoices for Payment, Purchase Card Invoices for Payment, Budget Revisions / Financial Reports or Information, Correction of Erroneous Assessments, Exonerations/Refunds, Final Settlements, Vacation Orders, Consolidation of Land Tracts, Facility Maintenance Concerns or Updates, Road Name Requests, Project Reports / Updates, Request to Attend Meetings, Request for Day(s) Off.

<u>For Your Information:</u>
(Certain Items May Require Discussion, Action and/or Approval by the Commission)

1. Notice of Ribbon Cutting Ceremony at BC Bank – June 20, 2016 at 1:00 p.m.

2. Notice of Upshur County Family Resource Network fundraising event – June 28, 2016

3. Bicentennial Anniversary Community Dialogue Invitation – June 27, 2016 at 6:00 p.m.

4. Buckhannon-Upshur Chamber of Commerce Newsletter – June 13, 2016

5. Upshur County Monthly Dog Report – May 2016

6. Lewis-Upshur Animal Control Facility Cat Report – May 2016

7. Atlantic Coast Pipeline Project Update – June 2016

8. Agendas and/or Notice of Meetings:

• Buckhannon-Upshur Airport Authority	June 9, 2016
• Upshur County Family Resource Network	June 13, 2016
• Upshur-Buckhannon Board of Health	June 14, 2016
• City Council of Buckhannon	June 16, 2016
• Buckhannon-Upshur Chamber of Commerce	June 20, 2016
• Upshur County Fire Board, Inc.	June 21, 2016

9. Meeting Minutes:

• Adrian Public Service District	April 14, 2016
• Adrian Public Service District	April 21, 2016
• Elkins Road Public Service District	May 3, 2016
• Adrian Public Service District	May 3, 2016
• Upshur County Safe Structures and Sites Enforcement Board	May 12, 2016

10. Meetings:

• 06/07/16	5:30 p.m.	Elkins Road PSD
• 06/07/16	6:00 p.m.	Hodgesville PSD
• 06/08/16	7:00 a.m.	Upshur County Development Authority – Executive Board Meeting
• 06/15/16	7:00 a.m.	Upshur County Development Authority – Executive Board Meeting -- Special Meeting
• 06/02/16	7:00 p.m.	Banks District VFD
• 06/02/16	7:00 p.m.	Selbyville VFD
• 06/13/16	12:00 p.m.	Upshur County Family Resource Network
• 06/13/16	4:30 p.m.	Upshur County Solid Waste Authority
• 06/13/16	6:00 p.m.	Buckhannon-Upshur Recreational Park Advisory Board
• 07/11/16	6:00 p.m.	Lewis-Upshur Community Corrections Board -- Upshur County
• 06/14/16	6:00 p.m.	Buckhannon River Watershed Association
• 06/14/16	7:30 p.m.	Adrian VFD
• 06/14/16	6:00 p.m.	Buckhannon-Upshur Board of Health
• 06/22/16	12:00 p.m.	Upshur County Senior Center Board
• 06/22/16	1:30 p.m.	Upshur County Conventions & Visitors Bureau – UCDA Office
• 06/08/16	6:00 p.m.	Upshur County Citizens Corp - CERT
• 06/22/16	7:30 p.m.	Warren District VFD
• 06/09/16	1:00 p.m.	Adrian PSD
• 06/09/16	3:00 p.m.	Tennerton PSD
• 06/09/16	4:00 p.m.	Upshur County Safe Sites & Structures Ordinance Board
• 06/09/16	7:30 p.m.	Buckhannon VFD
• 06/09/16	4:00 p.m.	Buckhannon Upshur Airport Authority–UCDA Office
• 06/16 /16	6:30 p.m.	Upshur County Youth Camp Board
• 06/19/16	6:00 p.m.	Washington District VFD

- 06/20/16 12:00 p.m. Buckhannon-Upshur Chamber of Commerce
- 06/21/16 4:00 p.m. Upshur County Public Library Board
- 06/21/16 10:00 a.m. Wes-Mon-Ty Resource Conservation & Development
- 06/21/16 6:30 p.m. Upshur County Fire Board
- 06/21/16 5:00 p.m. UC Enhanced Emergency Telephone Advisory Board
- 06/15/16 7:00 p.m. Ellamore VFD
- 06/15/16 12:00 p.m. Lewis Upshur LEPC --- Upshur location
- 06/22/16 7:00 a.m. Upshur County Development Authority
- 06/22/16 10:00 a.m. James W. Curry Advisory Board
- 06/23/16 4:00 p.m. Upshur County Farmland Protection Board
- 06/27/16 10:00 a.m. Mountain CAP of West Virginia, CDC
- TBA 6:00 p.m. Upshur County Fire Fighters Association

11. Appointments Needed or Upcoming:
    - Upshur County Civil Service Board (Vacant Position – 12-31-16) --- Bar Association

Tabled Items

(Certain Items May Require Discussion, Action and/or Approval by the Commission)

Next Regular Meeting of the Upshur County Commission
June 30, 2016 --- 9:00 a.m.
Upshur County Courthouse Annex

ATTENTION The Commission meeting on Thursday, June 23, 2016 has been cancelled

The April 25, 2016 meeting of the Louis Bennett Public Library was called to order by Bonnie Hersman, with Sharon Snyder, Nancy Colburn, Rose Robinson, Janice Sundstrom and Karen Enderle, Librarian in attendance.

Reading of the Minutes: The minutes of the February 1, 2016 meeting were read and accepted.

Treasurer's Report: The reports of January, February and March 2016 were reviewed and accepted.

Computer Statistics: The reports of January, February and March 2016 were reviewed and accepted.

Old Business

JEM Cleaning and Painting: Karen reported that the HEPA cleaning of the library has been completed. Karen reported the painting of all stairwell areas, entrance areas and repair of the first floor fireplace cost a total of $3,800. Repointing project will start in the middle of May. The project could not be started in April due to the bad weather.

Video Surveillance System: Karen reported that ten cameras have been installed in the building. The system is working and cameras can be viewed on the director's office computer and the circulation computer. Karen reported that the company needs to return to the library to hook up a TV monitor, two outside cameras and extra signs.

Audit: Karen presented the board with the completed audit report for the fiscal year 2014 -2015. At the present time, no board members had any questions. The audit will be put on the June agenda for a final review by the board.

Lewis County Commission Reports: Karen presented the reports for January, February and March 2016 to the library board.

Strategic Plan 2016-2020: Karen reported the Strategic Plan committee met on April 11, 2016 and they reviewed the completed surveys. The committee discussed objectives and goals. Karen presented to the board the new strategic plan. After some discussion, Nancy made the motion to accept the presented Strategic Plan for 2016-2020. Sharon seconded the motion and the motion carried.

New Business

Summer Reading Program: Karen presented the Board with the flyer which will be sent to all schools. Karen reported she is planning the program and the Friends will donate money to the library for the program.

Library By Laws: Karen presented the Board with the newly written Library By Laws. Karen had emailed the first draft to the board in March. After some discussion, Janice made the motion to accept the Library By-Laws. Rose seconded the motion and the motion carried.

Proposed Budget: Karen presented the Board with the proposed budget for fiscal year 2016-2017. The board went into executive session. After some discussion, Sharon made the motion to accept the proposed budget. Janice seconded the motion and the motion carried.

Staff Bonus: Karen asked the board for a staff bonus of 40 hours for each library clerk and a 2 week bonus for the maintenance worker and the library director. The board went into executive session. After some discussion, Nancy made the motion to pay the staff a bonus on May 13, 2016. Rose seconded the motion and the motion carried.

WVLC Annual Forms: Karen presented the Board with all the necessary paperwork for WV Grant in Aid requirement. The board reviewed and accepted all the paperwork. Karen will mail all the paperwork to the West Virginia Library Commission.

Meeting adjourned and next meeting is scheduled for June 13, 2016 at 3:30 PM.

Nancy Colburn, Secretary

The June 13, 2016 meeting of the Louis Bennett Public Library was called to order by Sharon Snyder with Nancy Colburn, Rose Robinson, Janice Sundstrom and Karen Enderle, Librarian in attendance.

Reading of the Minutes: The minutes of the April 25, 2016 meeting were read and accepted.

Treasurer's Report: The reports of April and May 2016 were reviewed and accepted.

Computer Statistics: The reports of April and May 2016 were reviewed and accepted.

Old Business

Audit: No board members had a question about the audit report.

Video Surveillance System: Karen reported that the company hooked up two outside cameras and extra signs. The TV monitor was installed, but the company will purchase a computer to run the system since it slowed up the circulation computer.

Lewis County Commission Reports: Karen presented the board with the reports of April and May.

Summer Reading Program: Karen presented the Board with the activities flyer. Karen reported thirty seven children have signed up for the program which starts on June 21, 2016.

New Business

Evans Foundation 2016-2017: Karen reported this grant needs to be submitted online by September 1, 2016. After some discussion, Nancy made a motion to write the grant for painting of the circulation room and new shelving units for this room. Rose seconded the motion and the motion carried. Karen reported she will get quotes and write the grant this summer.

Board of Education Levy: Karen reported she spoke with Monika Weldon in May. Monika said levy revenues are projected down the next fiscal year. The library may only receive $ 29,275 instead of $30,000 from the levy.

New Board Member: Karen reported the Lewis County Commission approved the recommendation of Mrs. Megan Mullins of Alum Bridge, WV as the new board member. Megan's term of office will begin on July 1, 2016 and expire on June 30, 2021. Megan will replace Sharon Snyder who decided to step off the board when her term expires on June 30, 2016.

Board Election: After some discussion, Rose made the motion to accept the presented slate of officers as: Bonnie Hersman, President, Janice Sundstrom, Vice President, Nancy Colburn, Secretary and Rose Robinson, Treasurer. Nancy seconded the motion and the motion carried.

Meeting adjourned and next meeting is scheduled for September 12, 2016 at 3:30 PM.

Nancy Colburn, Secretary

Louis Bennett Public Library

Statistics

Month: April 2016		Last year
Attendance (people visiting the library)	870	855
Circulation of Library Materials	1,455	1,419
Circulation of Juvenile collection	602	510
Patrons added to Follett	16	
Items (books, etc.) Added to Follett	162	
Items (books, etc.) Deleted from Follett	4	
Photocopies	$ 178.35	
Fax	$ 134.00	
Fines	$ 41.70	

Internet Computer

Patrons using Internet on their own (# of sessions) 185
Wireless Users (# of sessions) 63

Groups at the Library

4 Toddler times total attendance 31 children / 32 adults (aver. 8 children + 8 adults)
Total includes Special Earth Day storytime performed by LCHS Early Childhood Education class 4 students and 1 teacher

Agra Bennett Book Club 3 people

Louis Bennett Public Library

Statistics

Month: May 2016		Last year
Attendance (people visiting the library)	1,255	1,125
Circulation of Library Materials	1,909	1,852
Circulation of Juvenile collection	600	407
Patrons added to Follett	12	
Items (books, etc.) Added to Follett	102	
Items (books, etc.) Deleted from Follett	35	
Photocopies	$ 171.90	
Fax	$ 139.00	
Fines	$ 37.40	

Internet Computer

Patrons using Internet on their own (# of sessions) 216
Wireless Users (# of sessions) 105

Groups at the Library

4 Toddler times total attendance 47 children / 36 adults (aver. 12 children + 9 adults)

Book Club 3 people

5/21 Deaf & Hard of Hearing group 2 teachers 2 students
5/23 Tax people 3
5/24 Staff of Senator Joe Manchin 1 staff person/ 2 public visitors

Louis Bennett Public Library

Report of Lewis County Hotel/ Motel Funding

April 2016	**$ 2,626.83**
Leftover	**$ 8,804.23**

Total spent	**$ 4,919.11**
Leftover	**$ 6,511.95**

LOUIS BENNETT PUBLIC LIBRARY			
EXPENDITURES			
April 30, 2016			
CONTRACTURAL SERVICES			
1. TELEPHONE			
A. Frontier		$134.78	
B. AT&T		$8.58	
TOTAL		---	$143.36
2. UTILITIES			
A. Weston Sanitary Board			
B. WV-American Water		$30.28	
C. Dominion Hope		$115.00	
D. Mon Power		$220.92	
TOTAL			$366.20
3. MAINTENANCE			
A. UniFirst Corporation-mats		$88.20	
B. JT Martin Fire & Safety		$50.00	
C. LW Moody		$65.00	
C. Dodson Pest Control-annual termite		$110.00	
D. Erick C Jensen-painting/patching		$3,800.00	
E. Graham-Simon Plumbing-repairs		$296.35	
TOTAL			$4,409.55

Louis Bennett Public Library

Report of Lewis County Hotel/ Motel Funding
May 2016 $ 3,234.96
Leftover $ 6,511.95

Total spent $ 1,272.69
Leftover $ 8,474.22

	LOUIS BENNETT PUBLIC LIBRARY		
	EXPENDITURES		
	May, 2016		
CONTRACTURAL SERVICES			
1. TELEPHONE			
A. Frontier		$133.83	
B. AT&T		$5.52	
TOTAL		----------	$139.35
2. UTILITIES			
A. Weston Sanitary Board		$23.69	
B. WV-American Water		$26.72	
C. Dominion Hope		$230.00	
D. Mon Power		$183.18	
TOTAL			$463.59
3. MAINTENANCE			
A. UniFirst Corporation-mats		$88.20	
B. JT Martin Fire & Safety-recharge fire exting		$71.80	
C. Southern States-hedge trimmer		$509.75	
TOTAL			$669.75

LOUIS BENNETT PUBLIC LIBRARY

FINANCIAL REPORT

April 30, 2016

CHECKBOOK BALANCE	4/1/2016	$31,881.97
RECEIPTS AND DEPOSITS		$24,859.60

		$56,741.57
DISBURSEMENTS		$17,947.73

CHECKBOOK BALANCE	4/30/2016	$38,793.84

RECEIPTS AND DEPOSITS

April 30, 2016

WVLC Grant-in-Aid		$20,851.00
Donations Adopt a Friend		$1,000.00
Lewis County Commission-hotel/motel tax		$2,626.83
Copies		$178.35
FAX		$134.00
Fines		$41.70
Interest on checking account		$1.62
CD interest		$26.10
Lewis County Bd of Education-levy		

TOTAL		$24,859.60
		==========

LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES
April 30, 2016

CONTRACTURAL SERVICES			
1. TELEPHONE			
A. Frontier	$134.78		
B. AT&T	$8.58		
TOTAL	----------	$143.36	
2. UTILITIES			
A. Weston Sanitary Board			
B. WV-American Water	$30.28		
C. Dominion Hope	$115.00		
D. Mon Power	$220.92		
TOTAL		$366.20	
3. MAINTENANCE			
A. UniFirst Corporation-mats	$88.20		
B. JT Martin Fire & Safety/LW Moody	$50.00		
C. LW Moody	$65.00		
C. Dodson Pest Control-annual termite	$110.00		
D. Erick C Jensen-painting/patching	$3,800.00		
E. Graham-Simon Plumbing-repairs	$296.35		
TOTAL		$4,409.55	
4. OTHER			
A. John E Law CPA,A.C.-04/16 acctg	$279.00		
B. WV State Auditor-06/30/15 report	$136.00		
TOTAL		$415.00	
TOTAL CONTRACTURAL SERVICES		$5,334.11	
COMMODITIES			
1. BOOKS/PERIODICALS			
A. Baker & Taylor-books	$17.59		
B. Center Point Large Print-books	$1,553.04		
C. Children's Plus Inc-books	$1,260.55		
		$2,831.18	
2. VIDEO/AUDIO			
A. WalMart-DVDs	$80.62		
TOTAL		$80.62	
		$2,911.80	

LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES
April 30, 2016

3. SUPPLIES			
A. DEMCO-library supplies	$61.32		
B. Xerox-02/21-03/20 usage	$45.64		
C. Office Depot-time clock	$267.47		
D. WalMart-supplies	$138.90		
E. Postmaster-100 .47 stamps	$47.00		
TOTAL		$560.33	
4. OTHER			
TOTAL		$0.00	
TOTAL COMMODITIES		$560.33	
SALARIES & FRINGES		$9,141.49	
TOTAL DISBURSEMENTS		$17,947.73	

LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES BUDGET STATUS
FISCAL YEAR JUNE, 2016

	FY Budget	CURRENT April, 2016 Expenditures	YEAR TO DATE 4/30/2016	BUDGET Status 04/30/2016
WAGES & BENEFITS				
WAGES	$74,697.00	$5,529.15	$61,242.37	$13,454.63
SOCIAL SECURITY	$5,000.00	$422.98	$4,685.03	$314.97
HOSPITALIZATION	$18,276.00	$1,983.00	$17,974.00	$302.00
RETIREMENT	$8,155.00	$660.68	$6,853.99	$1,301.01
UNEMPLOYMENT	$700.00	$274.68	$607.48	$92.52
BRICKSTREET	$800.00	$271.00	$653.00	$147.00
WV RETIREE TRUST	$4,000.00		$2,061.08	$1,938.92
TOTAL	$111,628.00	$9,141.49	$94,076.95	$17,551.05
LIBRARY MATERIALS				
BOOKS	$20,000.00	$2,831.18	$15,901.47	$4,098.53
AUDIOVISUALS	$2,000.00	$80.62	$1,076.20	$923.80
PERIODICALS/NEWSPAPE	$400.00		$30.00	$370.00
TOTAL	$22,400.00	$2,911.80	$17,007.67	$5,392.33
UTILITIES/TELEPHONE	$10,000.00	$509.56	$6,458.18	$3,541.82
BUILDING REPAIRS/MAIN	$19,000.00	$4,409.55	$15,727.90	$3,272.10
INSURANCE	$126.00			$126.00
POSTAGE/FREIGHT	$200.00	$47.00	$145.00	$55.00
OFFICE SUPPLIES	$3,500.00	$313.11	$1,737.10	$1,762.90
LIBRARY SUPPLIES	$4,500.00	$200.22	$2,032.17	$2,467.83
PROGRAMMING	$1,200.00		$715.45	$484.55
TRAVEL	$600.00		$458.29	$141.71
MEMBERSHIP DUES	$50.00		$45.00	$5.00
TECHNOLOGY	$4,000.00		$9,780.54	($5,780.54)
MAINT CONT (COPIER/FAX				$0.00
ACCOUNTING/AUDIT	$5,000.00	$415.00	$2,471.00	$2,529.00
CONTINUING EDUCATION	$400.00		$105.00	$295.00
TOTAL	$48,576.00	$5,894.44	$39,675.63	$8,900.37
TOTAL BUDGET	$182,604.00	$17,947.73	$150,760.25	$31,843.75

MAIN STAY FUNDS		057-55004287	03/31/16	$11,428.69	
FEDERATED EQUITY INCOME FUND A			12/31/15	$51,710.01	
	NASDAQ:LEIFX			---	
				$63,138.70	
				==========	
**********					
URILLA M BLAND REFERENCE CENTER					
UNITED NATIONAL BANK,	CD #451-0797677			$35,000.00	
INTEREST	1/8/2016	$26.47		==========	
	4/21/2016	$26.10			
	To date Interest		$22,243.53		
**********					
R BLAND AND STATE FUNDING					
SAVINGS ACCOUNT-Citizens Bank					
		2098512	12/31/15	$53,578.18	
Deposits-					
				$0.00	
INTEREST		3/31/2016	$33.40		
		6/30/2016			
		9/30/2015			
		12/31/2015		$33.40	
				$53,611.58	
TRANSFER TO CHECKING ACCOUNT					
				$0.00	
	Balance		12/31/2016	$53,611.58	
**********	**********	**********	**********	**********	
CAPITAL IMPROVEMENTS					
9/15/2015	Erick C Jensen-exterior repair of front and parking lot brick façade and trim		$25,000.00		
2/29/2016	Erick C Jensen-exterior repointing		$14,000.00		
				$39,000.00	

LOUIS BENNETT PUBLIC LIBRARY		
FINANCIAL REPORT		
May 31, 2016		
CHECKBOOK BALANCE	5/1/2016	$38,793.84
RECEIPTS AND DEPOSITS		$3,584.54

		$42,378.38
DISBURSEMENTS		$21,476.05

CHECKBOOK BALANCE	5/31/2016	$20,902.33

RECEIPTS AND DEPOSITS	
May, 2016	
WVLC Grant-in-Aid	
Donations	
Lewis County Commission-hotel/motel tax	$3,234.96
Copies	$171.65
FAX	$139.00
Fines	$37.40
Interest on checking account	$1.53
CD interest	
Lewis County Bd of Education-levy	

TOTAL	$3,584.54
	==========

********** ********** **********

LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES
May, 2016

CONTRACTURAL SERVICES		
1. TELEPHONE		
A. Frontier	$133.83	
B. AT&T	$5.52	
TOTAL	----------	$139.35
2. UTILITIES		
A. Weston Sanitary Board	$23.69	
B. WV-American Water	$26.72	
C. Dominion Hope	$230.00	
D. Mon Power	$183.18	
TOTAL		$463.59
3. MAINTENANCE		
A. UniFirst Corporation-mats	$88.20	
B. JT Martin Fire & Safety-recharge fire exting	$71.80	
C. Southern States-hedge trimmer	$509.75	
TOTAL		$669.75
4. OTHER		
A. John E Law CPA,A.C.-05/16 acctg	$204.00	
B. Tetrick & Bartlett-06/30/15 Financial Audit	$1,700.00	
TOTAL		$1,904.00
TOTAL CONTRACTURAL SERVICES		$3,176.69
COMMODITIES		
1. BOOKS/PERIODICALS		
A. Ingram Library Services-books	$1,539.74	
B. Follett-books	$275.48	
C. Children's Plus Inc-books	$1,669.45	
		$3,484.67
2. VIDEO/AUDIO		
A. Micro Marketing LLC-audio/visual DVDs	$66.19	
TOTAL		$66.19
		$3,550.86

LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES
May, 2016

3. SUPPLIES			
	A. DEMCO-library supplies	$1,629.02	
	B. Xerox-03/20-04/21 usage	$29.37	
	RD Wilson & Sons-office supplies	$205.90	
	D. WalMart-supplies	$187.08	
	TOTAL		$2,051.37
4. OTHER			
	TOTAL		$0.00
TOTAL COMMODITIES			$2,051.37
SALARIES & FRINGES			$12,697.13
TOTAL DISBURSEMENTS			$21,476.05

LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES BUDGET STATUS
FISCAL YEAR JUNE, 2016

	FY Budget	CURRENT May, 2016 Expenditures	YEAR TO DATE 5/31/2016	BUDGET Status 5/31/2016
WAGES & BENEFITS				
WAGES	$74,697.00	$9,594.39	$70,836.76	$3,860.24
SOCIAL SECURITY	$5,000.00	$747.17	$5,432.20	($432.20)
HOSPITALIZATION	$18,276.00	$1,983.00	$19,957.00	($1,681.00)
RETIREMENT	$8,155.00	$372.57	$7,226.56	$928.44
UNEMPLOYMENT	$700.00		$607.48	$92.52
BRICKSTREET	$800.00		$653.00	$147.00
WV RETIREE TRUST	$4,000.00		$2,061.08	$1,938.92
TOTAL	$111,628.00	$12,697.13	$106,774.08	$4,853.92
LIBRARY MATERIALS				
BOOKS	$20,000.00	$3,484.67	$19,386.14	$613.86
AUDIOVISUALS	$2,000.00	$66.19	$1,142.39	$857.61
PERIODICALS/NEWSPAPE	$400.00		$30.00	$370.00
TOTAL	$22,400.00	$3,550.86	$20,558.53	$1,841.47
UTILITIES/TELEPHONE	$10,000.00	$602.94	$7,061.12	$2,938.88
BUILDING REPAIRS/MAIN	$19,000.00	$669.75	$16,397.65	$2,602.35
INSURANCE	$126.00			$126.00
POSTAGE/FREIGHT	$200.00		$145.00	$55.00
OFFICE SUPPLIES	$3,500.00	$205.90	$1,943.00	$1,557.00
LIBRARY SUPPLIES	$4,500.00	$1,845.47	$3,877.64	$622.36
PROGRAMMING	$1,200.00		$715.45	$484.55
TRAVEL	$600.00		$458.29	$141.71
MEMBERSHIP DUES	$50.00		$45.00	$5.00
TECHNOLOGY	$4,000.00		$9,780.54	($5,780.54)
MAINT CONT (COPIER/FAX				$0.00
ACCOUNTING/AUDIT	$5,000.00	$1,904.00	$4,375.00	$625.00
CONTINUING EDUCATION	$400.00		$105.00	$295.00
TOTAL	$48,576.00	$5,228.06	$44,903.69	$3,672.31
TOTAL BUDGET	$182,604.00	$21,476.05	$172,236.30	$10,367.70

MAIN STAY FUNDS		057-55004287	03/31/16	$11,428.69	
FEDERATED EQUITY INCOME FUND A			12/31/15	$51,710.01	
	NASDAQ:LEIFX			----------	
				$63,138.70	
				==========	
**********					
URILLA M BLAND REFERENCE CENTER					
UNITED NATIONAL BANK,	CD #451-0797677			$35,000.00	
INTEREST 1/8/2016		$26.47		==========	
4/21/2016		$26.10			
To date Interest			$22,243.53		
**********					
R BLAND AND STATE FUNDING					
SAVINGS ACCOUNT-Citizens Bank					
		2098512	12/31/15	$53,578.18	
Deposits-					
				$0.00	
INTEREST		3/31/2016	$33.40		
		6/30/2016			
		9/30/2015			
		12/31/2015		$33.40	
				$53,611.58	
TRANSFER TO CHECKING ACCOUNT					
				$0.00	
	Balance		3/31/2016	$53,611.58	
**********	**********		**********	**********	
CAPITAL IMPROVEMENTS					
9/15/2015	Erick C Jensen-exterior repair of front and parking lot brick façade and trim		$25,000.00		
2/29/2016	Erick C Jensen-exterior repointing		$14,000.00		
				$39,000.00	

Lewis-Gilmer E-911 Advisory Board 6/13/16

The Meeting was called to order by L. Gerwig at 14:03 in Lewis County.

Members Present: L. Gerwig, J. Gum, B. Rowan, J. Taylor, J. Spray, J. Heater

Also attending: L. Slaughter, R. Stalnaker, M. Tatman, S. Moneypenny

Motion was made by J. Taylor and seconded by J. Heater to approve the minutes from the previous meeting. Motion was approved.

Committee Reports

Executive Committee:
No report

Building and Operations:
J. Gum reported that the radio upgrade has been installed. We are now in the process of getting a RFP written to get a new phone system. We have already seen a couple demos, and have scheduled a couple more.

R. Stalnaker has requested that the radios be used in the proper manner (hold button, wait for beeps, then talk. Also tell if the radio frequency is going to be changed).

J. Gum commented that the LCSO has requested that the SIRN system be the primary radio system used. Weston PD, LCSO and DPS are using that radio on day and evening shift. Night shift is still jumping back and forth. There is no alert on that system, just the call announcement.

All Lewis County fire chiefs met at the 911 Center to discuss the failure of the fire levy. The question had been asked regarding services that would be provided vs. what services would be cut back on as far as single company responses. The chiefs have 30 days to return their call list to B. Rowan and the 911 Center.

In the future, run assignments will have to be changed due to the water extension in the southern end of the county. Primarily, additional services

will be needed for Stonewall Resort. J. Spray advised that their tank will be completely out of service for upgrades on a temporary basis.

Budget and Finance:
The fiscal year is winding down. There are currently 2 outstanding invoices. By next Monday all bills will be in and we will finish the year in the black.

Public Relations:
No report

Personnel Committee:
The two trainees have finished with classroom training and are in the radio room with their trainers. They are focusing on CAD work and non-emergency radio traffic.

M. Tatman has completed a schedule with strictly 8 hour shifts and one with 12/8 hour shifts. The schedules will be studied and a final decision will be made in the near future. Each has pros and cons as far as shifts and time off.

The current Personnel Policy states that employees must work 11 days (8 hrs/day) to earn annual leave, however; with our schedule being 12 hr days, that creates an interpretation issue. The County Administrator agrees with the idea that 88 hours a month is the standard. The County Commission agreed, but wants to take the issue to the County Prosecutor for clarification.

EMD/Training Committee:
J. Taylor reported that there were 2 Lewis County and 1 Gilmer County calls that were below the score. The three calls were reviewed. All issues were minor and a couple issues were repeat callers. Nothing major that needed addressed.

M. Tatman advised that the new guidecards have been printed and invoiced. They will be shipped between 6/13 and 6/15/16.

Old Business:
No report

New Business:
R. Stalnaker, TAC Officer, reported that all teletype information must be faxed to the Sheriff's office. Officers have requested for information to be

faxed to the fire/ems offices. This practice is not allowed, per the state office, and the 911 center is not permitted to fax to other locations besides the Sheriff's office (unless the requesting personnel is at another secure location, e.g. CRJ).

B. Rowan commented that the owner of TALA is going to "fence us out" in the near future.

Addressing Report:
As delivered

J. Spray inquired about hydrants and LZs having addresses. S. Moneypenny informed that hydrants have addresses and that LZs are an ongoing project. A time frame for completion was requested and J. Gum reported that they will have to work on it. J. Gum will provide EMS/Fire a list of their current LZs for review. J. Spray informed that there have been 22 new hydrants installed that need addressed. It was questioned if Gilmer County hydrant addresses have been updated.

Chairman's Time:
The Gilmer County Folk Festival is scheduled over the weekend. There will be additional coverage for the weekend that is not reflected on the schedule. The officers will let dispatch know when they are on duty.

Hemlock Road will be dedicated on Saturday, 6/18/16.

Director's Report:
B. Rowan questioned if M. Tomey, with Gilmer County Fire, has an email address we could add to the database.

Benefit of the Organization:
B. Rowan expressed thanks to those attending.

J. Spray reported that July 3rd, 9th and September 4th there will be fireworks at Stonewall Resort. L. Gerwig reported that Cedarville will be having fireworks around the holiday in July. Exact time will be determined. Weston's fireworks will be Monday, July 4th.

Gilmer County 4-H Camp will be coming up the end of June at the Gilmer County Rec Center. Lewis County 4-H Camp will be July 3-7.

Motion to adjourn was made by J. Taylor and seconded by J. Gum.

Meeting was adjourned at 15:05. Next meeting will be on July 11, 2016 at 14:00 in Lewis County.

Rick Stout, Secretary **Larry Gerwig, Chairman**

E-911 Addressing Report

MAY 1, 2016 – MAY 31, 2016

	Lewis	Gilmer
Telephone Calls	15	9
Walk Ins	3	0
Addresses Issued/Reissued	6	5
Mileage	83	126
Proof of Address request	5 Combined	

REDFOX DR was name doff of Upland Road in Lewis County due to planned development.

Updates to directions have been sent if you did not receive them please contact us to get an updated excel file.

LEWIS COUNTY
Senior Citizens
CENTER

171 WEST SECOND STREET
WESTON, WV 26452

E-MAIL: LCSC.INFO@LCSENIORCENTER.ORG
WEB SITE: WWW.LCSENIORCENTER.ORG

PHONE: 304-269-5738
FAX: 304-269-7329

June 8, 2016

Agnes Queen, President

Lewis County Commission
117 Court Ave
Weston W 26452

Dear Agnes:

This letter shall serve to meet the requirements for final reporting on the $2500 issued to Lewis County First by Mountain Lakes CVB and held in the care of the Lewis County Senior Citizens Center, Inc.

Last quarter's balance totaled $1480.25. During this quarter, our expenditures from this grant totaled $1480.25. Expenditures were used to assist with national registration of Little Free Libraries in Lewis County. Additional funds were used to defray costs associated with liability insurance for work projects in Lewis County and to match funds raised for the Community Gardens in Jane Lew.

This grant has allowed the Lewis County First volunteers to provide many good services for the people in Lewis County. Because of noticeable improvements to the community, more people are asking about and offering assistance to Lewis County First's efforts.

I want to thank you for your personal support of Lewis County First's efforts. I invite you to attend any of our meetings and offer support, advice, and encouragement.

Should you have questions regarding this submission, please contact me at (304)269-5738.

With personal regards,

Kim Harrison

Kim Harrison, Assistant Director

ACCREDITED BY NATIONAL INSTITUTE OF SENIOR CENTERS
NISC
A Unit of The National Council on the Aging

State of West Virginia
Office of the
State Auditor

1900 Kanawha Boulevard, East
State Capitol, Building 1
Suite W-118
Charleston, West Virginia 25305

Toll Free: (877) 982-9148
Telephone: (304) 558-2251
Fax: (304) 558-5200
www.wvsao.gov

June 1, 2016

Honorable Adam Gissy
Sheriff and Treasurer
of Lewis County
110 Center Ave.
Weston, WV 26452

Re: Lewis County Notice of Auction of
Delinquent and Nonentered Lands

Dear Sheriff Gissy:

Enclosed is the list of properties that will be offered for sale on July 12, 2016.

Should you have any knowledge that any of these properties should not be included in the Sale, please contact this office as soon as possible. The Auditor's Office does not wish to include any properties in the Sale that shouldn't be sold. Please note that properties who status indicate that they have been deeded, redeemed, dismissed, suspended, or suspended because of bankruptcy will not be offered for sale.

If you have any questions please feel free to contact me.

Sincerely yours,

Russell Rollyson
Senior Deputy State Auditor
County Collections Division

Encl(s)

cc: Honorable Cynthia Rowan, County Clerk
Honorable John Hintzman, Circuit Clerk
Honorable T. Kelley, Assessor
Honorable Michael Smith , Prosecuting Attorney
Honorable Agnes G. Queen , President of the Lewis County Commission

Lewis County
Delinquent and Nonentered Land Sale
July 12, 2016
9:00 AM
Hall of the Lewis County Courthouse

CERT NO	YEAR SOLD	NAME1	NAME2	DESCRIPTION	DISTRICT	MUNICIPALITY	STATUS
210788	1963	Burroughs, Robert		6 1/4 Acres Coal Skin Creek (6.25)	Skin Creek		
210882	1989	Elliott, Robert G. & Terry P.		R/W Strip (.07A) Near Ireland	Collins Settlement		
210887	1989	Shirkey, Virginia		1/5 of 80A Coal Stone Coal	Hackers Creek		
210888	1989	Weber, Dora		1/5 of 80 A Coal Stone Coal	Hackers Creek		
210921	1992	Randolph, Roy D. Jr.		1/12 of 32 A Coal Bens Run	Collins Settlement		
210926	1992	Jarvis, Gene		1/5 of 10.25 A Coal Limestone	Court House		
210931	1992	Shodes, B. J.		1/480 of 1.50 A OG Old Field Fork	Court House		
210951	1992	Singleton, Lottie Virginia (Life)		2.50 A Coal Fink	Freemans Creek		
210974	1993	McKisic, R. D. Heirs		1/4 of 2A Coal Trace Run	Collins Settlement		
210975	1993	McKisic, T.A.		1/4 of 2Ac Coal Trace Run	Collins Settlement		
210980	1993	Keffer, Mamie Et Al		.50 A Coal Murphy Ck	Court House		
210981	1993	Lewis, Irvin J. Et Al		Part of Strip 14' Wide Cox Add W. F. River 10 x 14	Court House		
210998	1993	Clark, Bertis W.		1/5 of 9.65 A Coal Black Lick	Skin Creek		
211001	1993	Stonecoal Lake Joint Venture		1.50 A Coal L Skin Creek	Skin Creek		
211025	1994	Groves, Wilson A.		0.50 Ac Oil Creek (1/5) 200 S x 100 S x 100 S x 100 S	Collins Settlement		
211107	1994	Mulloly, Edward		1/3 of 36 A Coal Brush Run	Court House		
211158	1994	Fisher, Roy G.		3.50 A Coal Leading Creek	Freemans Creek		
211195	1994	Marple, Arveda K.		1 A Coal Turkey Pen	Freemans Creek		

CERT NO	YEAR SOLD	NAME1	NAME2	DESCRIPTION	DISTRICT	MUNICIPALITY	STATUS
211215	1994	Warren, Allan A. & Walter H. Jr.		1.50 A Coal Leading Ck 1/8 Int	Freemans Creek		
211230	1994	Hitt, James		1/2 of 2.00 A Coal Maxwell Run	Hackers Creek		
211231	1994	Hitt, James		1/2 of 24.85 Coal Stanley Run	Hackers Creek		
211361	1995	Hitt, James		2/9 of 1A Coal McCanns Run	Freemans Creek		
211448	1995	Edwards, John C.		1/4 Int of Lot 13 Blk 2 McGary Addn	Hackers Creek	Weston	
211460	1996	Rexroad, Roscoe L. & Eva O.		2/5 1.10 A Coal Cherry Fk	Collins Settlement		
211473	1996	Mancini, Mona Estate		1/54 of 1.50 A OG Old Field Fk	Court House		
211475	1996	Nester, Eva Mae		15.50 A Coal Limestone 1/12 Interest	Court House		
211521	1996	Kolb, J W C (Kolb Rose Ann & John Hunter)		.50 A Coal Fink	Freemans Creek		
211537	1996	Trusty, Gay M. (Trusty John W)		1/4 of .50 A Coal Fink	Freemans Creek		
211649	1997	Mayfield Betty		1/5 of 9.65 A Coal Black Lick	Skin Creek		
211672	1998	Bragg, Johnny or Jennifer		15.50 A Coal Limestone 1/54 Interest	Court House		
211692	1998	Bonnell, M. Jo Anne		.25 Ac COG Walnut Fork 1/10 Interest	Freemans Creek		
211720	1998	Mullooly, Margaret M. ETAL Trust T. Edward Mullooly Trust		1/3 of 48A Stripping Rights Alum Fork	Freemans Creek		
211721	1998	Mullooly, Margaret M. ETAL Trust T. Edward Mullooly Trust		1/3 of 48.25 A Stripping Right Alum Fork	Freemans Creek		
211722	1998	Mullooly, Margaret M. ETAL Trust T. Edward Mullooly Trust		1/3 of 2.76 A Stripping Rights Phillips Fork	Freemans Creek		
211779	1999	Allman Pamela ETAL		1/8 of 4.50 A Coal Nr Weston	Court House		
211791	1999	Sholes Daniel		1/480 of 1.50 A OG Old Field Fork	Court House		
211804	1999	Hall Sophia Hrs		1/74 of 100 A Coal Fink	Freemans Creek		
211820	1999	Neely Susan Carol		.50 A Coal Vadis 1/4 Int	Freemans Creek		

CERT NO	YEAR SOLD	NAME1	NAME2	DESCRIPTION	DISTRICT	MUNICIPALITY	STATUS
211862	2000	Davidson Loy Scott(Davidson Travis Scott & Trent Aaron Trust)		1/8 of 2 Ac Coal Trace Run	Collins Settlement		
211966	2000	Critchfield Mason E		1 Ac Coal Laurel Lick	Hackers Creek		
212002	2001	SHOLES BOB		1/430 OF 1.50 A OG OLD FIELD FK	COURT HOUSE		
212006	2001	SHOLES JIM		1/430 OF 1.50 A OG OLD FIELD FORK	COURT HOUSE		
212009	2001	SHOLES MIKE		1/430 OF 1.50 A OG OLD FIELD FORK	COURT HOUSE		
212012	2001	TURNER JANET		1/430 OF 1.50 A OG OLD FIELD FORK	COURT HOUSE		
212017	2001	WHITE MOLLIE A		1/72 OF 11.50 A COAL MURPHY CK	COURT HOUSE		
212059	2002	MCCORD MARY GROVES		0.50 AC OIL CREEK (1/5) 200S X 100S X 100S X 100S	Collins Settlement		
212062	2002	HALL WILLIAM R		1/42 OF 11.50 AC COAL MURPHY CREEK	COURT HOUSE		
212065	2002	LOWMAN JAMES A ESTATE		7.50 A COAL MURPHY CK	COURT HOUSE		
212075	2002	BALENTINE SHIRLEY		.50 A COAL VADIS 1/4 INT	FREEMANS CREEK		
212099	2002	SMITH FRANCES		1/20 OF 7.50 A COAL FINK	FREEMANS CREEK		
212108	2002	WINANS MAXINE		1/20 OF 7.50 A COAL FINK	FREEMANS CREEK		
212114	2002	SHARPES DAVID L		1/4 OF 2.00 A COAL MAXWELL RUN	HACKERS CREEK		
212119	2002	WATSON WILLIAM E		1/4 OF 15.44 A COAL HACKERS CK	HACKERS CREEK		
212120	2002	WATSON WILLIAM EDWARD		1/4 OF 15.44 A COAL HACKERS CK	HACKERS CREEK		
212135	2003	Cunningham Kathryn 2003-04	Baker Frances 2005	1/9 of 1 A Coal McCanns Run	Freemans Creek		
212145	2003	Blair Andrew L		Lot River Ave (1/3 Interest) 60.0 x 50-S x 62-S x 60-S	Freemans Creek	Weston	
212147	2004	Christopher Investments		.08 AC McCanns Run	Freemans Creek		
212148	2004	Locke Linda Nealis		1.50 A Coal Leading Ck 1/8 Int	Freemans Creek		

CERT NO	YEAR SOLD	NAME1	NAME2	DESCRIPTION	DISTRICT	MUNICIPALITY	STATUS
212158	2005	Ballard Genevieve		1/54 of 1.50A OG Old Field Fk	Court House		
212160	2005	Wilson Christie		1/132 of 131A coal Pine Run	Court House		
212175	2006	Heater Donnie		1/126 Int 2.0 Ac OG Clover Fk	Collins Settlement		
212183	2006	Hull Gerald Philip		1/6 of 12.80 A Coal Freemans C	Freemans Creek		
212185	2006	Hull Gerald Philip		1/6 of 5.52 A Coal Freemans Ck	Freemans Creek		
212190	2006	Pugh Richard		1/21 Int Lot Wolf Run	Freemans Creek		
212195	2006	Hyre Joann		1/4 of 2.00 A Coal Maxwell Run	Hackers Creek		
212196	2006	Hyre Joann		1/4 of 24.85 Coal Stanley Run	Hackers Creek		
212202	2007	Heater Gary		1/126 Int 2.0 Ac OG Clover FK	Collins Settlement		
212212	2008	Alla Inc A WV Corp		Pt Lots 5 & 6 Arnold Addn	Court House	Weston	Sold
212213	2009	Cosner Woodrow Lee		20.75 A Coal Sand Fork	Court House		
212214	2009	Hoffman E Leslie		1/24 of 62.75 A Coal Old Field Fork	Court House		
212215	2009	Welch Robert S		1/16 of 62.75 A Coal Old Field	Court House		
212216	2009	Osborn C H		1 A Coal Fink	Freemans Creek		
212219	2009	Zimmerman Joan Jenkins		1/16 of 91.75 A Coal Crooked R	Freemans Creek		
212221	2009	C I Development LLC		Pt Lots 9-10 Bennett Avenue 123.0x40.0	Court House	Weston	
212224	2009	McGuire Maude S		Lot Below Weston 60x141.6x61.4x160	Freemans Creek	Weston	
212225	2010	Bailey Virginia		15.50 A Coal Limestone 1/36 Interest	Court House		
212227	2010	H3 LLC 2010	Elemental Resources LLC 2011-12	77.50 A Poles Coal Leading Ck	Freemans Creek		
212228	2010	Haverty William		1/2 of 400 A Coal Above Bed Freemans Creek	Freemans Creek		
212232	2010	Crites Daniel L & Lois J		Lot 8 Brannon Heights 50.0x150.0	Court House	Weston	
212238	2011	Clark Douglas Lee		1/6 of 44 A Coal Sand Fork	Court House		

CERT NO	YEAR SOLD	NAME1	NAME2	DESCRIPTION	DISTRICT	MUNICIPALITY	STATUS
212239	2011	Craig Catherine Clifford		1/16 of 4.50 A Coal NR Weston	Court House		
212241	2011	White Alyce G		1/21 of 11.50 A Coal Murphy Ck	Court House		
212242	2011	Bowers Susan Michelle		3/5 of 69.25 A Coal Less Outcrop J Losh Land	Freemans Creek		
212244	2011	Moneypenny Lynn		20 Ac Coal Kleins Run	Freemans Creek		
212246	2011	Brown Virginia R		69.74 Ac Redstone Coal Laurel Lick 1/2 Int	Hackers Creek		
212248	2011	Brown Virginia R		132 Ac Coal Buckhannon Run 1/2 Int	Hackers Creek		
212251	2011	Clark Douglas Lee		1/3 of 3.98 A Coal Only Georgetown	Skin Creek		
212252	2011	Alla Inc A WV Corp		Pt Lts 5 & 6 Arnold Addn	Court House	Weston	Sold
212253	2011	C I Development LLC		Pt Lots 9-10 Bennett Avenue 123.0x40.0	Court House	Weston	
212254	2011	Hite Amy M		Lot 6 Cox Addition 146.0x60.0x150.0x60.0	Court House	Weston	
212262	2011	Zaccheus Properties		Lot Water St 27-Sx40-Sx27-Sx38-S	Freemans Creek	Weston	
212269	2012	Montgomery William R Jr		Triangular Lot McGary	Hackers Creek		Sold
212270	2012	Gaines Joseph Scott		Lot 44 Chittum Addn Weston 150.0x50.0x164.0x65.0	Freemans Creek	Weston	
212271	2012	Swiger Robert D & Sara J		Lots 1-2 Louie Park John St 100.0x149.0x80.0x19.0x140.0	Hackers Creek	Weston	Sold
212272	2013	HELMICK HAROLD		1/5 OF 17.50 A COAL L KANAWHA	COLLINS SETTLEMENT		
212273	2013	REGISTER ALTONA DDS		1/16 OF 6 A COAL CAP RUN	COLLINS SETTLEMENT		
212274	2013	COSNER WOODROW LEE		20.75 A COAL SAND FORK	COURT HOUSE		
212275	2013	MENTRUP JUANITA		1/30 OF 11.50 AC COAL	COURT HOUSE		
212276	2013	SMITH KATHY		1/9 OF 14.25 AC LESS OG KLINE	FREEMANS CREEK		
212277	2013	VANDERVORT PAUL E III		1/4 OF 38 AC COAL DRY FORK	FREEMANS CREEK		
212278	2013	R W GROUP II, INC., A PA CORP.		0.229 AC SURF.	HACKERS CREEK		

CERT NO	YEAR SOLD	NAME1	NAME2	DESCRIPTION	DISTRICT	MUNICIPALITY	STATUS
212279	2013	BCW INVESTMENTS LLC (2013-2014)	WOOD PROPERTIES LLC & K&D INVESTMENTS INC (2015)	1.74 AC LOT 2 PHASE 1 ESTS STONECOAL LAKE	SKIN CREEK		
212280	2013	LAKEFRONT DEVELOPMENT CO LLC		0.094 AC SURF STONECOAL CREEK 4110 FT (2013-2014) 0.094 AC SURF STONECOAL CREEK 4110 FT A/C PER POST 7/15 CHE (2015)	SKIN CREEK		
212281	2013	VANNOY DAVID B AND DEBORAH A LIVING TRUST (2013)	NEWBROUGH KURT L & ALAN TERRANOVA (2014-2015)	LOT 10 22,477 SQ FT .52 ACRES AC A/C 4/8/14 PER PREV OWNER BY MAIL ROB LOT 10 22,477 SQ FT .52 ACRES (2014 & 2015)	SKIN CREEK		
212282	2013	CURTIS FRANCES E		LOTS 9-10-11 BRANNON HEIGHTS ADDN 150.0 X 150.0	WESTON COURTHOUSE CORP		
212283	2013	CURTIS FRANCES EVELYN		LOT 12 BRANNON HEIGHTS 55.0X45.0X137.0X136-SX 50.0 X 150.0 X 54.0 X2 02.0	WESTON COURTHOUSE CORP		
212284	2013	LANGFORD JOHN & REBECCA A		LOT PIKE STREET 138-SX 35.0 X 133-SX35.0	WESTON COURTHOUSE CORP		
212285	2013	ROZELLE COREY J		LOT 4 ST PATRICKS ADDN 50.0X100.0	WESTON COURTHOUSE CORP		
212286	2013	WINSTON JOHN	WINSTON JOHN	LOTS 1-2-3 STONECOAL HILL ADDN 100.0 X 115.0 X148-SX 10-SX45.0X49.0X81.0	WESTON COURTHOUSE CORP		
212287	2013	ZACCHEUS PROPERTIES		PART OF LOT 58 CHITTUM ADDN WESTON 94.0X96-SX 159-SX 275.0	WESTON FREEMANS CREEK CORP		
212288	2013	BORAM NAOMI		.01 AC SURF GARTON PLAZA	WESTON HACKERS CREEK CORP		

LEWIS COUNTY COUNTY CLERK
06/08/2016
10:23:35 AM

Lewis County, West Virginia
Sheriff's Monthly Settlement
May 31, 2016

	Beginning Balance	All Other Revenues	All Taxes Collected	Less: Orders Issued	Ending Balance
General County	3,873,362.02	260,841.73	61,102.52	741,079.44	3,454,226.83
Coal Severance	31,944.11	2.80	0.00	0.00	31,946.91
General School	33,172.25	6,812.23	0.00	0.00	39,984.48
Magistrate Court	2,090.25	2,111.54	0.00	2,050.08	2,151.71
Worthless Check	72,889.68	168.07	0.00	807.38	72,250.37
Dog and Kennel	2,781.55	133.40	0.00	452.75	2,462.20
Home Detention	5,257.76	2,605.33	0.00	8,291.04	(427.95)
Emergency 911 Fund	2,802,433.12	24,013.57	0.00	65,169.57	2,761,277.12
Lewis County Aquatic Fund	76,123.31	7,129.04	0.00	0.00	83,252.35
Citizens Education	10,110.97	0.00	0.00	128.36	9,982.61
Federal Equitable	0.71	0.00	0.00	0.00	0.71
Fire Fees	0.00	1,472.80	0.00	1,472.80	0.00
Fire Fees Administration	0.00	0.00	0.00	0.00	0.00
NTIA Broadband Project	0.00	0.00	0.00	0.00	0.00
North West Acquisition Project	0.00	0.00	0.00	0.00	0.00
Sheriff Special Account-state	30,519.52	2.91	0.00	1,472.60	29,049.83
Acquatic Excess Levy	0.00	656.93	6,466.94	7,123.87	0.00
County Building	569,187.57	188.60	0.00	0.00	569,376.17
Board of Health	427,537.86	13,349.13	0.00	33,147.46	407,739.53
Tax Lien	563,556.76	0.00	544.12	1,893.90	562,206.98
Delinquent Nonentered	6,519.81	0.00	60.03	0.00	6,579.84
Concealed Weapons	60,551.93	1,659.71	0.00	330.00	61,881.64
Assessor Valuaton	99,316.23	15.52	0.00	9,795.51	89,536.24
Voters Registration	6,738.10	44.00	0.00	1,550.00	5,232.10
State Current	0.00	0.27	956.06	956.33	0.00
Criminal Charges	0.00	1,831.44	0.00	1,831.44	0.00
Court Reporter	0.00	135.76	0.00	135.76	0.00
State Police	0.00	600.00	0.00	600.00	0.00
Vehicle License	0.00	24,057.00	0.00	24,057.00	0.00
State Fines	0.00	100.00	0.00	100.00	0.00
State Jury	0.00	0.00	0.00	0.00	0.00
WV Deputies Fund	779.50	731.50	0.00	778.50	732.50
General Current Expenses	0.00	7,723.93	76,040.37	83,764.30	0.00
Excess Levy	0.00	4,108.81	40,450.14	44,558.95	0.00
Weston Current	0.00	2.53	9,019.83	9,022.36	0.00
Jane Lew Current	0.00	0.23	827.21	827.44	0.00
Totals	8,674,873.01	360,498.78	195,467.22	1,041,396.84	8,189,442.17

lance in county depositories - At End of Month	$	8,404,525.13	Bank errors	
ess: Orders Outstanding	-	(379,999.58)	Bank errors	
dd: Deposits in Transit	+	161,416.62		
ash in Office at End of Month	+	3,500.00		
isc. Adjustments (+ or -)		0.00		
			Bank errors	
tal in county Depositories and Office	$	8,189,442.17	Total	0.00
			True Balance $	8,189,442.17

dam M. Gissy, Sheriff of Lewis County, West Virginia, do hereby certify that the egoing is a true and correct statement of the finances of Lewis County, West Virginia, for the month ending referenced above. The amount received, the amount tributed and the amount remaining in the Treasury and County Depositories.

Difference (0.00)

Adam M. Gissy, Sheriff & Treasurer, Lewis County

06/08/16

Dated and sworn to on this date.

WV Prosecuting Attorneys Institute

EARL RAY TOMBLIN
GOVERNOR

MARY JANE PICKENS
ACTING CABINET SECRETARY

PHILIP W. MORRISON, II
EXECUTIVE DIRECTOR

90 MacCorkle Avenue SW
Suite 202
SOUTH CHARLESTON, WEST VIRGINIA 25303
Telephone: (304) 558-3348
Facsimile: (304) 744-7219
www.pai.wv.gov

MARCIA L. ASHDOWN
CHAIRPERSON

JOHN L. BORD
VICE CHAIRPERSON

EXECUTIVE COUNCIL
JIM DAVIS
DEBRA MCLAUGHLIN
THOMAS PLYMALE
KRISTEN KELLER
JACK DAVID WOODRUM

June 9, 2016

Lewis County Commission
117 Court Ave Rm 201
Weston, WV 26452

Re: Fiscal Year 2017 Premium Notice for the West Virginia Prosecuting Attorneys Institute

Dear Commissioners:

West Virginia Code 7-4-6 created the West Virginia Prosecuting Attorneys Institute and further provides that each county pays a premium to the State Treasurer for the Institutes use. Since July 1, 1995 the Institute has provided valuable services to the County Prosecutors, their staffs, Law Enforcement and others across West Virginia. Last year the Institute trained 278 prosecutors, over 600 law enforcement in 60 training dates. In addition, the Institute has provided research, technical expertise, manuals, reference guides and other information to the State's prosecutors. Trainee feedback indicates the training and assistance provided by the Institute has been extremely helpful to prosecutors and law enforcement alike.

Another important function of the Institute is providing special prosecutors to the counties when the local prosecutor is disqualified from service in particular cases. This provides not only a cost savings to the counties but also experienced and trained legal representation for the citizens of the various counties'. Over the lifetime of the Institute, the total cost savings to West Virginia Counties is estimated to be $10,919,700.00. In 2015 the Institute procured nearly 278 special prosecutors.

Enclosed is an invoice for the annual premium which should be prepared and mailed by July 31, 2016 or earlier, for your budgeting convenience. The premium amount was derived by using the rates found in West Virginia Code 7-4-6 and calculated in the manner provided in West Virginia Code 7-7-3(a) upon advice and counsel of the West Virginia State Tax Department.

Your continued support is greatly appreciated, not only the Institute but, by the State's 55 Prosecutors, their assistants and many others in the Criminal Justice system. It has been an honor to provide these services. Thanking you for your continued support, I remain

Sincerely

Philip W Morrison, II
Executive Director

PWMII/arl
Enclosures
cc: Elected Prosecutors

Jody Riley

P.O. Box 232

Weston, W.Va. 26452

June 13, 2016

Mrs. Agnes Queen, Commissioner

Lewis County Commission

110 Court Avenue

Second Floor

Weston, W.Va. 26452

Dear Agnes,

Please accept this letter as my formal resignation from the office of Lewis County Assessor. As per my employment contract, I am giving two weeks' notice and my last day of employment will be July 1, 2016. I will ensure that all my projects are completed by that date and will assist my replacement in any way possible to ensure a smooth transition of duties.

On a personal note, let me express my gratitude for the wonderful opportunity for professional growth and development this position provided me over the last three years. I have learned so much about the role, duties, and responsibilities of the county assessors' office. The opportunity to develop skills associated with this office and my position has provided me with invaluable opportunities for future employment.

I also greatly enjoyed working with such a supportive and dynamic team. Paula and Richard accepted me and helped me grow and learn in my position. I also cannot begin to express my deep appreciation for having the opportunity to serve the people of Lewis County and to help all of those who came by the assessors' office with questions, problems, and seeking information. The citizens of Lewis County are fortunate to have such a dedicated and responsive Assessor's Office.

While I am excited by Jason's advancement within Frito-Lay and our families move away from Lewis County and the new opportunities my current position in the assessor's office has prepared me to assume in another state. I will always remember my time with the Lewis County Assessors' Office with great fondness and personal satisfaction.

Agnes, you have been an inspiration to me. I found in you a positive force for change in the county and an outspoken advocate for advancing the opportunities for youth and families. I want to model these traits in my personal and professional life. We are on the cusp of participating in significant national, state, and local political transformation which requires a sure and steady guiding hand. I know you have the strength, passion, and commitment to see this transformation through.

Thank you for all of your support to our family and myself personally. I wish you the very best in the coming years. Keep Lewis County Strong.

Thank You,

Jody Riley

Point&Pay

CHANGE REQUEST

Requestor Name:	John Prodan
Request Date:	6/8/2016
Current Partner Name:	Lewis County Commission and Clerk (WV)
Current Partner ID:	7435 and 7465

Enter below the name of the product(s) to which this change request applies.

Product Name	Product Code
ALL PRODUCTS	☑

Select the Change Type:

Change Partner Name		
Deactivate Partner		
Add New Office		
Modify Exisitng Office		
Add New Product		Complete New Product Sheet
Deactivate Product		
Change Product Name		**Describe Changes Below**
Change Product Classification (MCC)		
Add/Remove Payment Types		
Add/Remove Channels		
Add/Remove Modules		
Change Custom Data Element		
Change/Add Software Vendor		
Change Credit Card Fees	x	
Change E-Check Fees		
Other Fee Changes		
Change Banking Info		Complete PNP Banking Info Doc

Describe Changes Requested:

Please change fees on ccard to from 2.75%/$2.50 to 2.50%/$2.50. ACH and VTD will remain the same

CLIENT NAME: _____

TITLE: _____

SIGNATURE: _____

CWEP Contract No. CWEP- 17-21-03
FEIN No.: 55-6000338
Workers Comp. No.: 10001131-07

COMMUNITY WORK EXPERIENCE PROGRAM (CWEP) CONTRACT
BETWEEN
WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES
AND

LEWIS COUNTY COMMISSION

Addendum/Renewal

The CWEP Contract between the West Virginia Department of Health and Human Resources, Division of Family Assistance and/or LEWIS County Office, referred to as the "Department" and LEWIS COUNTY COMMISSION referred to as "Contractor"" is hereby revised effective as of JULY 1, 2016 to continue through June 30, 2017.

The revisions are as follows: (Indicate revisions and/or renewal of Contract in the space provided.)

RENEWAL CONTRACT

Please indicate your acceptance by signing in the space provided below.

Department of Health and Human Resources LEWIS County Office	Contractor
By: _____	By: _____
Signature	Signature
_____	_____
Title	Title
_____	_____
Date	Date

This addendum shall be incorporated as part of the original Contract. All other aspects of the original Contract shall remain in effect.

Lewis County Commission Mini-Grant Application

Entity or group requesting aid: Lewis County 4-H Camp

1. Address: 104 Center Avenue Weston WV 26452

2. Phone#: 304-269-4660

3. Home, address and phone number (work and home) of person responsible for filing any report for this grant: Leigh Post 304-884-7428
149 Wagon Wheel Rd Jane Lew WV 26378

5. Amount of aid requested: 500.00 Date: 6/15/2016

6. Name of Project: Lewis County 4-H Camp - Camper Scholarships

7. Briefly state your need:
The 2016 camp will host 28 first year campers. of which 19 parents have requested financial assistance

8. How will this project help Lewis County: Youth will be provided with life-long learning opportunities in an environment optimized by caring adults. Nutrition is absolutely critical in providing a wonderful experience

9. Anticipated date of project completion: July 7-2016

10. Have you ***requested*** funds from other sources for this project? Yes ✓ No___
Please List: Community Donations i.e. CEOS, Farm Bureau Farm Bureau Farm United/Citizens Bank

11. Have you ***received*** any other funds? if so, please list:
Farm Bureau - 100 United - $50 Farm Bureau $500
WVU Foundation - 200 Citizens - $

12. Does your organization have an annual audit? ✓ Financial Statement ?: ✓

13. Are you NON-PROFIT? Yes ✓ No___

FOR COMMISSION USE ONLY

Amount Approved $_____ Date:_____ Order Book_____ Page #_____

_____ _____
President, Lewis County Commission Date

The officers of the Lewis County 4-H Camp met on June 15 with a quorum present and passed the following resolution.

RESOLUTION

BE IT RESOLVED that Lewis County 4-H Camp is requesting assistance from the Lewis County Commission in the amount $ 500.- . This mini-grant will be used for assistance with provision of financial assistance in reducing camp fees for low income youth

We, the Lewis Co 4-H Camp Advisory Council are submitting a completed Lewis County Mini-Grant Application and agree to comply with all Mini-Grant Requirements.

Bob Stultz, President — June 15, 2016

Signature of Representative — Date

Liz Post, Liz Past, Extension Agent

WEST VIRGINIA DEVELOPMENT OFFICE

1900 Kanawha Boulevard East • Charleston, WV 25305-0311
(304) 558-2234 • (800) 982-3386 • WVDO.org

May 31, 2016

The Honorable Agnes G. Queen
President
Lewis County Commission
Post Office Box 466
Weston, West Virginia 26452

RE: CDGB - Small Cities Block Grant Program
Executed Contract and Requirements for Notice to Proceed
Lewis County Commission
Northwest Lewis County Water Project
Project Number: 14SCBG0001X ($1,250,000)

Dear Commissioner Queen:

Enclosed is your copy of the fully executed grant award and contract dated March 8, 2016, for the above-referenced project. Please retain this contract and grant award with your project files.

This funding is provided under Title I of the Housing and Community Development Act of 1974 under regulations of the Department of Housing and Urban Development, including but not limited to 24 CFR (Code of Federal Regulations), Part 570, Sub-Part I, as amended or revised, and subject the State of West Virginia's CDBG-Small Cities Policies and Procedures Manual.

Funds are provided to meet the HUD National Objective of Benefit to Low- and Moderate-Income (LMI) persons to provide the Low Mod Area (LMA) Benefit in the Eligible Activity of Public Facilities to include the acquisition, construction, reconstruction, rehabilitation or installation of public improvements or public facilities in accordance with 24 CFR Part 570.201(c).

Based upon the documents submitted by the Region VII Planning and Development Council staff, environmental, administrative, inspection, engineering and related activities associated with this grant have been designated as Exempt by the Lewis County Commission. In addition, the project has also been environmentally cleared by the West Virginia Development Office. Once the WVDO receives all project funding commitment letters, a Release of Funds and Notice to Proceed will be issued.

In addition to the Environmental Review, and prior to bidding, submit a Notice of Intent to Bid and a completed Bid Document Checklist certifying that all pre-bid requirements have been met and all related materials are included in the bid documents. Upon satisfactory review of these documents, the WVDO will provide written Authorization to Bid. Appropriate documentation must remain in the project files for future monitoring.

Work to be performed under this contract is subject to 24 CFR Part 135, also known as Section 3 of the Housing and Urban Development Act of 1968. Section 3 is discussed in great detail within this agreement, and the Grantee will be responsible for compliance and reporting. Section 3 Certifications must be included in contracting and subcontracting agreements for this project.

Construction contracts shall be procured in a manner that provides maximum open and free competition consistent with the procedures identified in the policies and procedures manual, and in accordance with Chapter 5-22-1 of the West Virginia Code and Federal regulations, 2 CFR 200 (formerly 24 CFR Part 85). You are reminded that you are required to take affirmative steps to assure that Women and Minority-Owned Business Enterprises (WBE/MBE) are encouraged to bid. These steps may include direct solicitation of WBE/MBE contractors and businesses, proof of which must be included in the project files.

Due to the ongoing need for this grant funding, failure to fulfill these requirements by the prescribed date may also lead to withdrawal of the CDBG-Small Cities funds. An extension can only be granted through the submission of a letter from the Grantee detailing the justification for the specific information that cannot be submitted within this time frame. The request for an extension must be submitted 30 days **prior** to the 120-day deadline date.

The West Virginia CDBG-Small Cities Policies and Procedures manual provides additional details regarding the Environmental Review and Release of Funds, and all federal and state CDBG Small Cities requirements. This manual is available at www.wvcommerce.org, or by calling our office.

We look forward to working with you on this project. If you have any questions, or need additional information, please call me at 304-957-2043 or send email to Tony.M.O'Leary@wv.gov

Sincerely,

Tony O'Leary

Tony O'Leary
Project Manager

TO:sf

Enclosures

cc: Shane Whitehair, Region VII PDC

Global Science & Technology, Inc.
2000 Green River Drive • Suite 100 • Fairmont, West Virginia 26554

June 8, 2016

Lewis County Commission
Attn: Cindy Whetsell
108 Center Avenue
Weston, WV

Subject: Lewis County Support Contract Renewal

Dear Cindy,

I am writing to inform you about the renewal of our Support Contract for your computer systems.

Our staff is committed to providing you with the highest level of Support Services available at the lowest possible cost.

Please help us by taking a moment to fill out the attached questionnaire regarding our services. Your feedback helps us provide better service.

Please return the survey with two signed copies of the enclosed contract to the attention of Sandra Stewart, Director of Contracts, Global Science & Technology Inc., 2000 Green River Drive, Suite 100, Fairmont, WV 26554. A self-addressed manila envelope is included in this package for your convenience. One copy of the fully executed contract will be returned for your records.

Please feel free to call me if you have questions or comments at 304.368.6124.

Sincerely,

Cannon Wadsworth
Director State Programs

Enc: 2 copies 2016-2017 Support Contract
2015/16 Performance Survey