

# COUNTY COMMISSION OF LEWIS COUNTY

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**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  
December 12, 2016**

## **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, December 8, 2016 (*Action required*)

## **APPOINTMENTS**

- 3. 10:15 AM Sheriff Adam M. Gissy**  
RE: Request to hire part-time security officer to fill the void  
created by a current part-time security officer's change in  
availability (*action required*)

## **CORRESPONDENCE**

- 4. Upshur County Commission Meeting Agendas:** Upshur County Commission Meeting Agendas for December 1 & 8, 2016 (*information only*)
- 5. Lewis-Gilmer Emergency 911 Call Report:** Call totals year-to-date taken by 911 from Lewis County Law Enforcement, Fire Departments, EMS, Animal Control, City of Weston, Gilmer County Law Enforcement, Fire Departments, EMS, Animal Control, City of Glenville and Glenville State Campus Police (*information only*)
- 6. Sheriff's Amended Monthly Settlement :** Sheriff's *amended* monthly settlement (reconciliation) of Lewis County financial accounts for October 2016 (*information only*)
- 7. Sheriff's Monthly Settlement:** Sheriff Adam Gissy submits the November 2016 Monthly Settlement (reconciliation) of Lewis County Financial Accounts (*information only*)
- 8. Sheriffs Monthly Vehicle Report for November 2016:** Sheriff's Monthly Vehicle report for November 2016 including mileage and maintenance for the fleet (*information only*)
- 9. Jane Lew Public Service District:** Public Board Meeting Agenda for December 8, 2016 (*information only*)
- 10. SHENTEL Cable Notification of 2017 Price Adjustment and Cable ine-Up Additions:** Shentel Cable will impose the following monthly price adjustment/increase for 2017 and Channel Line-up additions for cable subscribers: Starter Plan increase of \$1.00; Advanced

increase of \$1.00; Ultimate increase of \$3.00; HD Technology Fee increase of \$3.00; Advanced SD package increase of \$5.00; Ultimate SD Package increase of \$6.00; Broadcast TV Surcharge increase of \$3.65; Full Professional Installation decrease of \$99.95 to no charge. WVFX will be added as a high definition statement.*(information only)*

## BUSINESS

11. **Boards and Committee(s) Reports:** Reports by Commissioners of any board or committee attended since previous meeting: Recount of 12th Senatorial District Race; Region 7 Planning and Development Council; Lewis County Economic Development Authority; West Virginia Association of Counties Prep School and Lewis County Fire Board*(information only)*
12. **Lewis County Solicitation for External Counsel to Collect Delinquent Personal Property Taxes :** The Lewis County Commission with collaboration with the Lewis County Board of Education advertised for external counsel to collect delinquent personal property taxes. Expressions of interest were due to the Lewis County Commission Office by Noon, Friday, December 2, 2016. One was received from Stephen Sluss, Esquire. His fees are given on a percentage basis and range from 10% to 25% depending on how extensive a process is required to receive payment. Consideration of acceptance is requested.*( action required)*
13. **Proclamation Honoring Lewis County Circuit Clerk John Hinzman:** The Lewis County Commission will execute a proclamation to honor Lewis County Circuit Clerk John Hinzman for his tenure and service to our county. *(action required)*
14. **Resignation of Michael Shakespeare, Lewis Gilmer Emergency 911 Dispatcher:** Michael Shakespeare has tendered his resignation from employment as Lewis Gilmer Emergency 911 Dispatcher effective December 31, 2016. *(action required)*
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)**  
Joseph Frazier December 2, 2016 Annual Leave

## ACTIONS, SETTLEMENT OF ESTATES, 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, December 8, 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, December 8, 2016 *(action required)*
19. **Approval of Estate Settlements:** County Clerk Cynthia S. Rowan presents the estates ready for settlement to the Lewis County Commission for approval. Draft copies will be available for review upon request Thursday, December 8, 2016*(action required)*
20. **Expenses for the current period presented for consideration of payment:** Draft copies will be available for review upon request Thursday, December 8, 2016 *(action required)*

## ADJOURNMENT:

21. **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.***