

COUNTY COMMISSION OF LEWIS COUNTY

110 Center Avenue
Weston, WV 26452
Phone: (304)269-8200
Fax: (304)269-2416
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
December 19, 2016
10:00 AM
AMENDED AGENDA**

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 15, 2016. (*action required*)

APPOINTMENTS

- 3. 10:15 AM Christina Flanigan, Lewis County Prosecuting Attorney**
RE: Christina Flanigan, Lewis County Prosecuting Attorney requests advise
and consent per West Virginia Code §7-7-7 to hire James C. Clevenger
as Lewis County Assistant Prosecuting Attorney to fill the void created
by the election of Kurt Hall as 26th Judicial Circuit Judge. His
employment will begin January 1, 2016. (*action required*)

CORRESPONDENCE

- 4. Upshur County Commission Meeting Agenda:** Upshur County Commission
Meeting Agenda for December 15, 2016. (*information only*)
- 5. Lewis-Gilmer Animal Control Monthly Call Report:** Monthly report of activities by the
Lewis County Animal Control Officer including: number of complaints; number of
animals picked up; number of animals dropped at the animal control facility; and bounty
collected for October, 2016. (*information only*)
- 6. Lewis Upshur Animal Control Facility October, 2016 Feline Report :** Report of felines
brought to shelter by the public and animal control and dispositions. (*information only*)
- 7. West Virginia Regional Jail and Correctional Facility Monthly Invoice:** November,
2016 monthly invoice to Lewis County for inmates housed in the Regional Jail: 1,625 days
X \$48.25 per diem= \$78,406.25. (*information only*)
- 8. Lewis Gilmer Emergency 911 Advisory Board Meeting Minutes:** Minutes of the
December 12, 2016 Lewis Gilmer Advisory Board. (*information only*)

9. **Lewis Gilmer Emergency 911 Addressing Report:** Report of activities by the Lewis Gilmer Emergency 911 Addressing for November, 2016 including: telephone calls; walk ins; addresses issues/reissued; mileage driven; and proof of address requests. *(information only)*

BUSINESS

10. **Board(s) and Committee(s) Reports:** Report(s) by Commissioners of any board(s) or committee(s) attended including: Alum Bridge Neighborhood Watch; Lewis County Emergency 911 Advisory Council; John Hinzman Retirement Celebration; Public Hearing for United States Department of Agriculture Community Development Grant for the purchase of a Sheriff's Department Vehicle; County Commissioners Association of West Virginia Region 2 Legislative Roundtable. *(information only)*
11. **Lewis Gilmer Solid Waste Authority Board Appointment:** The Lewis Gilmer Solid Waste Authority Board requests Rick L. Gould to be appointed to the Lewis Gilmer Solid Waste Authority to fulfill the unexpired term created by the death of Leland Kesner. *(action required)*
12. **County Commissioner's Association of West Virginia Dental Vision Renewal:** The County Commissioner's Association of West Virginia's Dental Vision Insurance with Guardian will renew January 1, 2017. The increased rate for single coverage will be \$28.24 (2016 rate was \$23.77. The county pays this rate) The increased rate for family coverage will be \$78.20 (2016 rate was \$66.33. This will be a monthly increase of \$7.50 (\$3.75 per pay) to the employee opting for family coverage). Any employee wishing to drop from family to single coverage must do so by December 30, 2016. *(action required)*
13. **Lewis County Economic Development Authority Report:** Report of activities of the Lewis County Economic Development Authority by Director Mike Herron. *(information only)*
14. **Timesheets and Leave Requests** *(action required)*
- | | |
|------------------|--|
| a) Pat Moran | Request to transfer 4 Hrs. Annual Leave to Sick Leave |
| b) Martha Tatman | Request to transfer 5 Hrs. Annual Leave to Sick Leave |
| c) Eric Rogucki | Request to transfer 36 Hrs. Annual Leave to Sick Leave |

ACTIONS, SETTLEMENT OF ESTATES, ORDERS AND PAYMENT OF EXPENDITURES:

15. **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 15, 2016. *(action required)*
16. **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 15, 2016. *(action required)*
17. **Presentation by County Clerk of the Orders of Prior Meeting(s) for consideration:** Draft copies will be available for review upon request Thursday, December 15, 2016. *(action required)*
18. **Expenses for the current period presented for consideration of payment:** Draft copies will be available for review upon request Thursday, December 15, 2016. *(action required)*

ADJOURNMENT:

19. **With no further action being required by the Lewis County Commission, the meeting**

will be adjourned. (action required)

IN HONOR OF LEWIS COUNTY'S 200TH BIRTHDAY

***PLEASE JOIN US AT 11:45 AM
FOR THE OPENING OF THE TIME CAPSULE
AND CAKE
IN THE FRONT OF THE HISTORIC COURTHOUSE***

**LEWIS COUNTY COMMISSION
MEETING MANAGEMENT**

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9. **Lewis County Fire Board March, 2016 Fire Levy Special Election:** The Lewis County Fire Board requests approval from the Lewis County Commission to hold a special election for the purpose of allowing the citizens of Lewis County to cast votes in March, 2016 in regard to a Fire Levy. This levy will generate \$100,000.00 per department each year for the duration of five years. *(action required)*
10. **Lewis Gilmer Solid Waste Authority Board Appointment:** The Lewis Gilmer Solid Waste Authority Board requests Rick L. Gould to be appointed to the Lewis Gilmer Solid Waste Authority to fulfill the unexpired term created by the death of Leland Kesner. *(action required)*
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LEWIS COUNTY

ANIMAL CONTROL MONTHLY REPORT

MONTH Oct YEAR 2016

NUMBER OF COMPLAINTS 71

NUMBER DOGS PICKED UP 26

OTHER ANIMALS PICKED UP 1 Possum

CATS PICKED UP 10

TOTAL NUMBER ANIMALS PICKED UP 37

CATS DROPPED OFF AT POUND 10

NUMBER OF CATS ADOPTED 1

NUMBER CATS RECLAIMED 1

NUMBER OF CATS EUTHANIZED 10

NUMBER OF DOGS RECLAIMED 5

NUMBER OF DOGS EUTHANIZED 4

NUMBER DOGS ADOPTED 19

BOUNTY MONEY \$1300

MONEY FROM POUND CHECKS 0

MONEY FROM POUND CASH \$28500

TOTAL MONEY FROM POUND John

Adoption Financial Transactions																	
												County: Lewis					
												Date Range: 10/01/2016 - 10/31/2016					
												Display					
Animal ID	Agmt No	Adoption Fee	Adopt Fee Pd By	Adopt Fee Ck No	Adopt Fee Col By	Dtax Fee	County	Spay Dep	Board Dep	Amount Returned	Spay Dep Ret By	Spay Dep Ret Ckno	Returned By	County	User	Trans Date	Trans Time
6539	8168	30.00	Cash		RANDY		None							Lewis	JAN	10/07/2016	11:30:37
6540	8166	30.00	Cash		JAN		None							Lewis	JAN	10/07/2016	11:33:14
6507	8163	30.00	Cash		RANDY		None							Lewis	JAN	10/07/2016	11:38:01
6524	8171	30.00	Cash		JAN	3.00	Lewis							Lewis	JAN	10/08/2016	08:25:32
6546	8170	10.00	Other		JAN		None							Lewis	JAN	10/08/2016	08:28:04
6505	8172	20.00	Cash		JAN		None	50.00						Lewis	JAN	10/08/2016	10:21:15
6508	8174	20.00	Cash		JAN	3.00	Upshur	50.00						Lewis	JAN	10/10/2016	11:43:47
6552	8186	15.00	Cash		JAN		None							Lewis	JAN	10/12/2016	12:18:00
6365	8030						Lewis			50.00	Cr/Db Card		PC INVOICE 239925	Lewis	JAN	10/12/2016	14:11:48
6545	8187	20.00	Cash		JAN		None	50.00						Lewis	JAN	10/14/2016	10:18:00
6530	8195		Cash		JAN		None		10.00					Lewis	JAN	10/14/2016	12:10:38
6506	8199	20.00	Cash		JAN		None	50.00						Lewis	JAN	10/17/2016	10:46:31
6519	8201	20.00	Cash		JAN	3.00	None	50.00						Lewis	JAN	10/17/2016	12:31:07
6559	8206	30.00	Cash		JAN	3.00	Lewis							Lewis	JAN	10/21/2016	08:46:13
6470	8113						Upshur			50.00	Check	1277	COURT HOUSE	Lewis	JAN	10/25/2016	12:28:22
6459	8100						Lewis			50.00	Cr/Db Card		PC INVOICE 240683	Lewis	JAN	10/26/2016	11:02:47
6427	8075						Upshur			50.00	Check	1278	COURT HOUSE	Lewis	JAN	10/26/2016	13:00:55
6473	8128						None			50.00	Cr/Db Card		PC INVOICE 250796	Lewis	JAN	10/27/2016	11:07:26
Totals		275.00			Lewis	6.00	250.00	10.00	250.00								
					Upshur	3.00											
Total Received									544.00	250.00	Deposits Returned						
Main Menu																	

\$ 275.00 Adoptions
 + 10.00 Board
285.00 Total

Spn deposit 250-

Spn deposit returned 250-

NC# 8213 8182
 8209 8178
 8208 8177
 8194 8176
 8193
 1892

To: Upshur County Commission
From: Janella Cochran Supervisor of Animal Services
Subject: Report of Cats

The Following Is an Account of Cats in the Lewis-Upshur Animal Control Facility During
The Month of October 2016

Number of Cats brought in by Buckhannon City Trapper	__6__
Number of Cats brought in by Weston City Trapper	__2__
Number of Cats Brought in By John for Lewis County	__10__ [?]
Number of Cats Brought in By Dustin for Upshur County	__0__
Number of Cats Brought in By Law Enforcement	__0__
Number of Cats Brought in By Lewis County Residence	<u>__10__</u>
Number of Cats Dropped Off by Upshur County Residence	__51__
Number of Cats in Holding Box	__22__
Number of Cats Adopted(Upshur)	_ 8_ (7) Upshur <u>(1) Lewis</u>
Number of Cats Returned to Owner	_ 4_ (3) Upshur <u>(1) Lewis</u>
Number of Cats/Kittens Rescued	_12_ (12) Upshur (0) was Lewis
No Charge	__12__
Number of Cats Euthanized	52_ (42) Upshur <u>(10) of these were Lewis</u>
Number of Cats Picked up by Lab	__0__

STATE OF WEST VIRGINIA



WEST VIRGINIA REGIONAL JAIL AND CORRECTIONAL FACILITY AUTHORITY

EARL RAY TOMBLIN
Governor

1326 VIRGINIA STREET, EAST
CHARLESTON, WV 25301-3011
(304) 558-2110
FAX: (304) 558-2115

JOSEPH C. THORNTON
Cabinet Secretary

THE HONORABLE AGNES QUEEN, PRESIDENT
LEWIS COUNTY COMMISSION
LEWIS COUNTY COURTHOUSE
WESTON, WV 26452

Statement Number: 111162a8e
Statement Date: 12/8/2016
Month Of Service: November, 2016

Pursuant to subsection 10, Article 20, Chapter 31 of the West Virginia Code, the West Virginia Regional Jail and Correctional Facility Authority hereby provides you with a monthly statement of charges and costs of inmate maintenance and operational costs for LEWIS for the month of November, 2016.

The costs per day for inmate maintenance and operation were determined by the Authority according to criteria, procedures, and regulations promulgated in the code of state Regulations at 94 CSR 7, in accordance with article 3, Chapter 29a of the West Virginia Code.

Detail information, including names of inmates and the number of days of inmate maintenance, to support this invoice is attached.

Month: November

NUMBER OF INMATE DAYS: 1625

PER DIEM RATE: \$48.25

AMOUNT DUE - November, 2016 \$78,406.25

This statement amount is due and payable upon receipt.

Please Remit Payment to:
WV Regional Jail and Correctional Facility Authority
P O Box 40258
Charleston, WV 25364

REGIONAL JAIL INVOICES			
2014-2015		2015-2016	
July	\$ 97,368.50	July	\$ 72,761.00
August	\$ 89,262.50	August	\$ 69,962.50
Sept	\$ 71,892.50	September	\$ 63,690.00
October	\$ 73,919.00	October	\$ 65,525.50
November	\$ 74,208.50	November	\$ 77,055.25
December	\$ 78,309.75	December	\$ 86,801.75
January	\$ 65,813.00	January	\$ 94,859.50
February	\$ 59,145.50	February	\$ 86,801.75
March	\$ 67,115.75	March	\$ 78,454.50
April	\$ 65,282.25	April	\$ 85,692.00
May	\$ 73,098.75	May	\$ 86,560.50
June	\$ 61,615.25	June	\$ 78,559.25
REGIONAL JAIL COSTS 2016-2017			
July	\$ 83,424.25		
August	\$ 89,455.50		
September	\$ 85,402.50		
October	\$ 81,156.50		
November	\$ 78,406.25		

Lewis-Gilmer E-911 Advisory Board
Date 12/12/16

The Meeting was called to order by L. Gerwig at 14:01 in Lewis County.

Members Present: L. Gerwig, J. Gum, B. Rowan, J. Taylor, C. Money Penny, J. Heater

Also attending: L. Slaughter, S. Money Penny

Motion was made by J. Taylor and seconded by J. Gum 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 process of moving everything to the new building and tower is still underway. At this time, the SORN radios for Lewis and Courthouse Security radios are the only thing not moved. Temporary wiring is what is in the building right now, until the new tower is complete.

J. Gum also reported that the E-911 Center is now monitoring 20 cameras from the Lewis County Judicial Annex.

J. Gum advised they are working with Jordan from TALA to get the tower road repaired from sink holes. There is no slip or run-off below, appears that the road just dropped.

J. Gum reported that a quote from Frontier has been received for the new phone system. The RFP process will begin now that the needs are known.

B. Rowan reported that as of today, there is a signed right-of-way agreement for the work to be completed at the tower site.

Budget and Finance:

B. Rowan reported that the first quarter of the year has been reported and we are running under budget thus far.

Public Relations:

J. Gum delivered coloring books and crayons to agencies in Gilmer County.

Personnel Committee:

B. Rowan reported that a resignation has been submitted and accepted from M. Shakespeare. He will remain on the schedule until the end of December.

The job posting will be in the Lewis, Gilmer, and Harrison county papers on Wednesday, 12/14 and 12/21. Applications must be returned or postmarked by December 28th.

J. Heater noted that fees need to be raised in Lewis and Gilmer Counties to help retain employees.

B. Rowan noted that the original dispatch agreements need to be reviewed and amended. There is a misunderstanding of what the 911 Center is responsible for as far as the City of Weston's telephone calls. L. Gerwig questioned if the City of Glenville paid a separate fee for 911 services. B. Rowan stated that it was his understanding that the City of Glenville paid Gilmer County Commission and that was included in the monthly fees.

EMD/Training Committee:

J. Taylor reported that there was only 1 call that fell below the QA standard (80%). The dispatcher did not complete the pre-arrival questions/instructions as required.

Old Business:

No report

New Business:

J. Heater questioned the radio agreement from E. Squires. J. Gum responded that he just needs to prepare a letter for all parties to sign. He will email the serial numbers to E. Squires.

L. Gerwig reported that he has received a letter from the Department of Public Safety requesting the IRP frequencies to be added to scanners. He has not responded at this time.

Addressing Report:

As presented by S. Money Penny.

Chairman's Time:

No report

Director's Report:

B. Rowan noted that he believes that the year has been a good one. Attendance at the meetings has been appreciated. He wished all in attendance a Merry Christmas.

The employment application has been amended to include a page that the applicant must sign agreeing to the drug and alcohol testing policy. J. Heater questioned the legalization of recreational marijuana and the testing procedures would be affected.

Benefit of the Organization:

C. Money Penny was welcomed to the Board.

J. Taylor moved to adjourn and J. Gum seconded the motion. Motion was approved. Next meeting will be Monday, January 9th in Lewis County.

Rick Stout, Secretary

Larry Gerwig, Chairman

E-911 Addressing Report

NOVEMBER 1, 2016 – NOVEMBER 30, 2016

	Lewis	Gilmer
Telephone Calls	13	6
Walk Ins	7	2
Addresses Issued/Reissued	5	3
Mileage	30	50
Proof of Address request	16 Combined	

Please notify the addressing office when Hydrants in southern Lewis County are active. they are active so the information can be provided to dispatch and fire departments.

If your agency does not have a recent driving direction list please get one from my office (can be supplied via Email, or put onto a flash drive/CD Etc.)

LEWIS / GILMER SOLID WASTE AUTHORITY

PO Box 523
Weston, WV 26452

12/8/2016

Lewis County Commission
110 Center Avenue
Weston, WV 26452

The board is requesting a replacement appointment for the late Leland Kesner. Mr. Rick L. Gould, PO Box 1, Horner, WV 26372, has agreed to be appointed to the board.

During the most recent board meeting, Mr. Gould's name was presented to the board members present and they agreed that he would be acceptable.

The L/G SWA will need a letter of appointment for Mr. Gould.

Thank you for your assistance.

Respectfully,
Betsy N. Peebles
Secretary to the board

cc: Rick L. Gould
PO Box 1
Horner, WV 26372