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Commissioner

LEWIS COUNTY COMMISSION
110 CENTER AVENUE, 2nd FLOOR
WESTON, WV 26452
MEETING AGENDA
MONDAY, FEBRUARY 27, 2017

SILENT MEDITATION AND PLEDGE OF ALLEGIANCE

1. **10:00 AM Call Meeting to Order** (*action required*)
2. **10:05 AM John Breen, Lewis County Assessor**
RE: Exonerations, Consolidations, Apportionments
Draft copies will be available for review Thursday, February 23, 2017 upon request. (*action required*)

APPOINTMENTS

3. **10:15 AM Chris Richards, Lewis County Convention & Visitors Bureau:**
Quarterly Report of activities of the Lewis County Convention and Visitors Bureau. (*information only*)

CORRESPONDENCE

4. **Upshur County Commission Meetin Agenda:** Upshur County Commission Meeting Agenda for February 23, 2017. (*information only*)
5. **Lewis-Upshur Local Emergency Planning Committee (LEPC) Meeting Minutes:** Minutes of the February 15, 2017 Lewis Upshur Local Emergency Planning Committee. (*information only*)
6. **Jane Lew Public Service District Meeting Minutes:** Minutes of the December 8, 2016 And January 12, 2017 Jane Lew Public Service District Meetings. (*information only*)
7. **Lewis-Gilmer Emergency 911 Advisory Board Meeting Minutes:** Minutes of the February 13, 2017 Lewis Gilmer Emergency 911 Advisory Board meeting held in Gilmer County. (*information only*)
8. **Lewis County Animal Monthly Control Report:** Animal Control Report for January, 2017 includes number of complaints, number of animals picked up, animals adopted and bounty money collected. (*information only*)
9. **Lewis County Parks and Recreation Meeting Minutes and Agenda:** Minutes of October 24, 2016 and November 14, 2017 Meetings of the Lewis County Park and Recreation Board and Agenda for February 27, 2017 Meeting. (*information only*)
10. **West Virginia Adult Education Program Concerns Regarding Public Transportation:** The West Virginia Adult Education Program (IMPACT) and students express concerns regarding the lack of public transportation in Lewis County. (*information only*)

BUSINESS

- 11. Board(s) and Committee(s) Reports:** Reports by Commissioners of any board(s) or committee(s) attended including: Personnel Policy Worksession; Lewis County Economic Development Authority; National Association of Counties Conference Call; County Commissioners Association of West Virginia Conference Call. *(information only)*
- 12. Lewis County Economic Development Authority Report:** Report of activities of the Lewis County Economic Development Authority by Director Michael Herron. *(information only)*.
- 13. Timesheets and Leave Requests** *(action required)*
Barb Winans March 9, 2017 Annual Leave

ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:

- 14. 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 on Thursday, February 23, 2017. *(action required)*
- 15. 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, February 23, 2017. *(action required)*
- 16. Presentation by County Clerk of the Orders of Prior Meeting(s) for consideration.** Draft copies will be available for review upon request Thursday, February 23, 2017. *(action required)*
- 17. Expenses for the current period presented for consideration of payment.** Draft copies will be available for review upon request Thursday, February 23, 2017. *(action required)*

ADJOURNMENT:

- 18. 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.*

Upshur County Commission Agenda

Location of Meeting: Upshur County Courthouse Annex
Date of Meeting: February 23, 2017

- 9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• February 16, 2017
- 9:15 a.m. Sarah Campbell, WVWC Graduate Resident Director on behalf of Appalachian Impact – Requesting use of the Courthouse Plaza on April 21, 2017 from 7:00 p.m. to 12:00 a.m. to hold “Love Speaks” event in an effort to raise awareness for Child Abuse Prevention and the role Appalachian Impact has in our community.
- 9:30 a.m. Discussion regarding Dominion Resources, Inc. Representative Ben Hardesty’s request for the Commission to draft a letter of correspondence to the Federal Energy Regulatory Commission (FERC) and resolution in support of the Atlantic Coast Pipeline project.

Items for Discussion / Action / Approval:

1. Correspondence from David H. Coffman, Upshur County Sheriff, requesting approval of the advertisement for two (2) part-time Circuit Court Bailiff positions.
2. Approval and signature of correspondence to Dr. Craig Hyre, Dr. James Fick, Dr. Greg Brannon and Dr. Eileen Brannon requesting their consideration to join the SPECTERA Vision Network.
3. Approval and signature of correspondence to Dr. Stephan Jeran and Dr. John Wilfong requesting their consideration to join the Lincoln DentalConnect Plan Network.
4. Approval of Upshur County Youth Camp advertisement for seasonal positions. Positions include kitchen personnel, cleaning personnel, grounds keeping and/or lifeguards. Applications must be received before the close of business on April 28, 2017.
5. Correspondence from Craig D. Presar, WVU Extension Agent, requesting the employment of Stacie Marie Wentz, as full-time 4-H Assistant, effective March 5, 2017.
6. Approve Invoices for Payment, Purchase Card Invoices for Payment, Budget Revisions / Financial Reports or Information, Correction of Erroneous Assessments, Exonerations/Refunds, Grant Updates / Requests for Reimbursements, 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.

For Your Information:

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

1. Correspondence from Carol J. Smith, County Clerk, regarding the 2017-2018 Public Utility Values

2. Victim Advocate Position advertisement that was released to the Record Delta, Clarksburg Exponent and the Inter-Mountain for publishing.

3. Newsletters and/or Event Notifications:
 - Upshur-Buckhannon Health Department January-March 2017

4. Agendas and/or Notice of Meetings:

5. Meeting Minutes:
 - Buckhannon River Watershed Association January 11, 2017
 - Buckhannon-Upshur Chamber of Commerce January 16, 2017
 - Upshur County Youth Camp Board January 19, 2017

6. Meetings:
 - 03/07/17 5:30 p.m. Elkins Road PSD
 - 03/07/17 4:00 p.m. Hodgesville PSD
 - 03/02/17 7:00 p.m. Banks District VFD
 - 03/02/17 7:00 p.m. Selbyville VFD
 - 03/13/17 12:00 p.m. Upshur County Family Resource Network
 - 03/13/17 4:30 p.m. Upshur County Solid Waste Authority
 - 03/13/17 5:30 p.m. Buckhannon-Upshur Recreational Park Advisory Board
 - 03/06/17 6:00 p.m. Lewis-Upshur Community Corrections Board-Upshur County
 - 03/14/17 7:30 p.m. Adrian VFD
 - 03/02/17 6:00 p.m. Buckhannon-Upshur Board of Health
 - 03/15/17 7:00 a.m. Upshur County Development Authority
 - 03/08/17 12:00 p.m. Upshur County Senior Center Board
 - 03/09/17 3:00 p.m. Upshur County Conventions & Visitors Bureau – UCDA Office
 - 03/08/17 6:00 p.m. Upshur County Citizens Corp – CERT
 - 03/08/17 7:30 p.m. Warren District VFD
 - 03/09/17 1:00 p.m. Adrian PSD
 - 03/08/17 3:00 p.m. Tennerton PSD
 - 03/09/17 4:00 p.m. Upshur County Safe Sites & Structures Ordinance Board
 - 03/09/17 7:30 p.m. Buckhannon VFD
 - 03/09/17 4:00 p.m. Buckhannon Upshur Airport Authority
 - 03/16/17 6:30 p.m. Upshur County Youth Camp Board – WVU Extension Office
 - 03/19/17 6:00 p.m. Washington District VFD
 - 03/20/17 12:00 p.m. Buckhannon-Upshur Chamber of Commerce – Annual Dinner
 - 03/21/17 4:00 p.m. Upshur County Public Library Board
 - 03/21/17 10:00 a.m. Wes-Mon-Ty Resource Conservation & Development
 - 03/21/17 6:30 p.m. Upshur County Fire Board
 - 03/21/17 5:00 p.m. UC Enhanced Emergency Telephone Advisory Board
 - 03/08/17 7:00 p.m. Ellamore VFD
 - 03/15/17 12:00 p.m. Lewis Upshur LEPC --- Lewis location
 - 03/22/17 10:00 a.m. James W. Curry Advisory Board
 - 03/16/17 3:00 p.m. Upshur County Farmland Protection Board – Farm Bureau Office
 - 03/27/17 6:00 p.m. Upshur County Fire Fighters Association

- 03/08/17 7:00 p.m. Buckhannon River Watershed Association - Board of Directors
- 03/10/17 11:00 a.m. Region VI – Local Elected Officials –Doddridge County–The Fairview

7. Appointments Needed or Upcoming:

- Mountain CAP of West Virginia, CDC -- Commissioner
- Upshur County Building Commission (Joe Malcolm – 11-10-16) --- Commission
- Upshur County Safe Structures and Sites Enforcement Board (unexpired term – 6-30-2018) – Community Member

8. Budget Hearing Schedule

The Commission will hold budget hearings on the following dates. For a detailed list of meetings, please contact Carrie Wallace at clwallace@upshurcounty.org.

- Monday, March 13th beginning at 1:00 p.m.
- Tuesday, March 14th beginning at 9:00 a.m.
- Wednesday, March 15th beginning at 9:00 a.m.
- Thursday, March 16th beginning at 1:00 p.m.
- Friday, March 17th beginning at 9:00 a.m.

Tabled Items

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

Next Regular Meeting of the Upshur County Commission
 March 2, 2017 --- 9:00 a.m.
 Upshur County Courthouse Annex

Lewis-Upshur LEPC Meeting Minutes

2/15/17

The Meeting was called to order by J. Gum at 12:04 in Upshur County.

The Pledge of Allegiance and Moment of Silence was led by Jim Gum.

Members Present: D. Burnside, K. Campbell, A. Coberly, G. Davis, S. Dunbrack, B. Duranti, J. Gum, J. Kozel, B. Rowan, B. Shreves, L. Slaughter, J. Spray, C. Whetsell, D. Whitaker, S. Whited, K. Wachob, J. Currence, J. Farry, A. Hayes, S. Nolte, E. Smith, J. Townsend

Motion was made by K. Campbell and seconded by B. Shreves to approve the minutes from the previous meeting. Motion was approved.

J. Gum reported on the Executive session that was held at the conclusion of the Jan. meeting. The group was informed that S. Whited has been appointed to serve as Treasurer for another year.

S. Whited reported that invoices that were outstanding have been paid; including a bill to Jeff Harvey for the Hazardous Analysis and Vulnerability Study. Motion was made by K. Campbell and seconded by B. Shreves to approve the financial report as presented. Motion was approved.

Chairman's Comments:

Introduction of guests

Grant Updates:

J. Gum read a proposal that will be put out for bid for the Hazmat Plan to be revised. Bids will be sent to J. Gum by Friday, March 10, 2017. J. Farry suggested a template be used so that bids will be uniform. D. Burnside suggested that the bid be presented as an RFP versus and RFQ. G. Davis inquired if a list of available resources could be included within the bid. This will be funded through the 2016 HMEP Grant.

The 2nd HMEP Grant was submitted and no response has been received at this time.

Committee Reports:

Membership:

J. Gum has distributed applications and requested that everyone complete and submit so that files would be updated. The application will also be available online.

One new application was submitted by S. Nolte representing the Upshur County Commission. B. Shreves moved to accept the application as presented, K. Campbell seconded. The motion was approved and application accepted.

Bylaws:

No report

Public Education/Information:

K. Campbell reported that there will be a meeting on 2/23/17 regarding the draft impact statement that has been issued regarding the pipeline.

It was requested that K. Campbell not make public statements on behalf of the organization.

Annual Exercise Planning Team (HSEEP):

J. Gum reported that the exercise and after action preview has been held. The final paperwork will be submitted for the final after action report.

Hazard Assessment & Planning:

J. Gum reported that grant work continues.

Tier II Reports:

B. Shreves has received several via email; J. Gum has received a few through mail.

Off Site Emergency Response Plans:

No report

Old Business:

B. Rowan informed the group that J. Harvey was at one time contracted to create a basic emergency plan for the municipalities. He questioned if the \$500 assistance was still available. It was noted that yes, the agreement was still on the table and monies would be reimbursed.

S. Nolte moves that B. Shreves have the authority to use the LEPC P-Card to make purchases and then be reimbursed by the organization. D. Reed seconded the motion. The motion was approved.

New Business:

D. Burnside moved that the Secretary make arrangements for the required annual meeting and to pay for the advertisement in the local papers (The Record Delta and Weston Democrat). J. Farry seconded the motion and it was approved.

Location ideas for the Annual Public Meeting were discussed. The meeting is scheduled for April 19, 2017. E. Smith recommended that the meeting be held in the evening so that to be more accessible for the public. J. Farry noted that having the meeting during the day made facility employees more available.

B. Rowan moved that the meeting be held during regular work hours, J. Farry seconded. The motion was approved. J. Gum and B. Shreves will work on logistics of the meeting.

Membership Comments:

J. Townsend reported that Ms. Reger was unable to attend. He advised that Mr. Raulston and Ms. Reger are working to compile a BERT (Business Emergency Response Team). The mission is to; 1. Assume responsibility of being self-sustaining businesses during an emergency, 2. Find out what resources can be contributed during an emergency.

A. Hayes informed the membership that on February 21 and 22 there will be an Autism Training for emergency responders and the public from 09:00-12:30 held at the Public Service Complex.

J. Reed reported that on February 20, 21, 27, 28 Chronic Disease Management training will be held at Presbyterian Church. Attendees will conduct seminars throughout the next couple years.

S. Whited informed that all VIPS training have been completed and all are CERT trained.

The Statewide Interoperable Radio Network is accepting ideas for the statewide meeting (topics, training ideas, etc.). Email D. Burnside with any questions or feedback.

A. Coberley noted that requirements for extreme bariatric patients need to be addressed.

A. Coberley also informed the membership that there are currently 4 shelters in Upshur County (Middle School, High School, Banks District Fire Dept., and Library).

Public Comment:

B. Durante reported that the Upshur County CERT and Citizen's Corp will be moving their meetings to the Upshur County OEM. They are working on membership growth.

B. Rowan inquired regarding the Upshur County CERT funds being held within the LEPC funds. C. Whetsell advised that they might consider having the funds moved to a restricted fund line item within the county.

D. Whitaker inquired about NIMS courses. B. Shreves advised that Red Cross will be offering NIMS 300-400 in Upshur County. The information will be shared with the group.

Motion to adjourn was made by B. Rowan and seconded by D. Whitaker. The meeting was adjourned. The next meeting will be held Wednesday, March 15, 2017 at 12:00 in Lewis County.

Minutes of Jane Lew Public Service District

Regular Meeting December 08, 2016

Present: Oscar R. Mills (Chairman); Elaine B. Flaxer (Secretary); Nancy E. Gee (General Manager).

Guests:

Absent: Thomas E. Bailey.

1. **Call to Order:** Chairman Mills called the meeting to order at 4:08 p.m. at the Jane Lew PSD Office, 70 Park Avenue, Jane Lew WV, and then turned the meeting over to Elaine Flaxer to preside. Tom Bailey was unable to attend this month's meeting.

2. **Minutes:**

MOTION: (Mills/Flaxer) To approve the attached Minutes of 11/10/16 regular meeting. [Carried]

3. **General Manager' November Reports (Gee)**

A. **WATER:**

1. Water Bills (Attached)

MOTION: (Flaxer/Mills) to ratify payment of attached listed water invoices for November 2016. [Carried]

2. Water Treasury Report (Attached)

MOTION: (Flaxer/Mills) to approve attached Water Treasury Report for November 2016. [Carried]

3. Water Adjustments Report (Attached)

MOTION: (Flaxer/Mills) to approve attached Water Adjustments Report for November 2016. [Carried]

4. Water Purchase, Sales & Loss Report (Attached) – 11% *unaccounted loss (actual)*

MOTION: (Flaxer/Mills) to approve attached Water Purchase, Sales & Loss Report for November 2016. [Carried]

5. Water Preventive Maintenance Report

a) Lines -

b) Fire hydrants [57] – done for the calendar year

c) Flushing Hydrants [25] – done for calendar year

d) Valves [148] - done for calendar year

e) Meters [659] – 152 new replacement touch-read meters installed to date; 256 left to do.

f) Booster Stations [3] – checked weekly

g) Tanks [2] –

h) Office Heating Cooling Systems

i) Vehicles- [1.5] -

j) Generators [2 portable] – exercised weekly

k) Critical Inventory – good

6. Water Repairs Report – all known leaks repaired; daily consumption back down to normal.

7. Leak Detection Program – visual check while meter reading

8. Cross Connections/Backflow Prevention Program– ongoing

9. New Non-Project Water Taps – none

10. Other –

Assignments

- ✓ Continue to install new replacement touch-read water meters until finished- 256 yet to do.

B. WASTEWATER:

1. Wastewater Bills (Attached)

MOTION: (Flaxer/Mills) to ratify payment of listed sewer invoices for November 2016. [Carried]

2. Wastewater Treasury Report (Attached)

MOTION: (Flaxer/Mills) to approve sewer Treasury Report for November 2016. [Carried]

3. Wastewater Adjustments Report (Attached)

MOTION: (Mills/Flaxer) to approve sewer Adjustments Report for November 2016. [Carried]

4. Wastewater Volume & Treatment Cost Report (Attached)

MOTION: (Flaxer/Mills) to approve sewer Volume & Treatment Cost Report for November 2016. [Carried]

5. Wastewater Preventive Maintenance Report (attached)

- a) Lines -
- b) Manholes [594] -
- c) Grinder Pumps [46] -
- d) Lift Stations [16 total] - checked weekly
- e) Bar Screen [1] - cleaned weekly
- f) Vehicles - [1.5] -
- g) Generators [5 total] - exercised weekly
- h) Classroom Heating & Cooling -
- i) Critical Inventory - good

6. Wastewater Repairs Report - (actually an unplanned maintenance) pulled pump at Lift 5, removed rags, unplugged clogged line at Farnsworth residence on Main St.

7. I&I Loss & Prevention Report - 1,497,724 gals I&I loss (actual)

8. New Non-Project Sewer Taps - installed lines and E-1 grinder pump at Stephanie Kirkpatrick home (Lightburn Acres) and hooked her up.

9. Other -

4. **Announcements:** Flaxer to be out of town for unspecified length of time over Christmas-New Year's holidays.

5. **Correspondence:**

- a) Letter (11-10-16) to Daniel Truman from GM Gee re: property at 954 Eden Lane, which has problem in customer service line, sewer.
- b) Letter (11-10-16) to Mountain State Waste from GM Gee re: oil and grease being put into lines, requiring pump replacement.

~ ~ OLD BUSINESS ~ ~

6. **Update: Phase II Sewer Upgrade /09-1043-PSD-42T-PC-PW-CN/ (Gee)**

- A. New Customer Hookups – 1
- B. Lift Pump Issues – Lift 5 (WW Treatment Plant) bolt sheared off. Pump pulled and waiting for pickup by CI Thornburg.
- C. Odor Issue – Amy Gosa, who lives at top of hill, reports odor has not ceased. Installed odor block in manhole.
- D. Final Cleanup – ThrasherEng still must schedule this with Tri-State. No action in November.
- E. Other –

Assignment

- ✓ *Gee to follow up with Item 6 issues as needed*

7. **Update: Pending Non-Project Extensions and Road Bores (Gee) – none**

8. **Update: Board Review of PSD Policies and Job Descriptions (Flaxer) – nothing done.**

- A. Private Fire Protection Policy
- B. Professional Incentives Policy
- C. Revise Water Job Descriptions to be consistent with a water PURCHASE entity
- D. Other

9. **Update: Personnel Matters (Gee) – nothing.**

- A. Office Staff –
- B. Water Staff
- C. Sewer Staff

10. **NEW: Civil Action No. 16-C-74 John H. Brooks, Plaintiff v Jane Lew PSD, Oscar Mills, Dinah Mills, Skylar Bryce Mills, Christy Malena-Marie Mills (Gee)**

Discussion: Chairman Oscar R. Mills recused himself and left the building at 4:27 p.m. At this point the Board lost its quorum and the meeting immediately ceased.

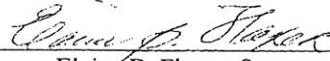
~ NEW BUSINESS ~

11. **Late Received Agenda Items (Gee) none**

12. **Adjournment:** The meeting was summarily adjourned by Chairman Designee Flaxer, the sole remaining member, at 4:27 p.m..



Oscar R. Mills, Chairman



Elaine B. Flaxer, Secretary

Attachments:

- November '16 Bills Paid (Water/Wastewater)
- November '16 Treasury Reports (Water/Wastewater)
- November '16 Adjustments Reports (Water/Wastewater)
- November '16 Purchase & Sales / Volume & Cost Reports (Water/Wastewater)
- All Correspondence listed on Page 2

E-Copies of Unapproved Minutes Sent to:

- James V. Kelsh, Attorney
- Dan Ferrell, Phase II Sewer Project Engineer, Thrasher Engineering
- Doug Forni, Thrasher Engineering
- Shane Whitehair, Region VII
- PSD Office
- Board Members

Assignment

Minutes of Jane Lew Public Service District

Regular Meeting January 12, 2017

Present: Oscar R. Mills (2016 Chairman); Elaine B. Flaxer (2017 Chairman); Thomas E. Bailey (Secretary); Nancy E. Gee (General Manager)

Guests:

Absent:

1. **Call to Order:** The meeting was called to order by 2016 Chairman Mills at 4:04 p.m. at the Jane Lew PSD Office, 70 Park Avenue, Jane Lew, then presided over by Elaine B. Flaxer after her election.

2. **Election of Officers:**

MOTION: (Mills/Bailey) - in conformity with Article XI, Section 2 of the Board's Rules of Procedure, to rotate the office of Chairman to Elaine B. Flaxer for calendar year 2017, effective immediately. [Carried Unanimously]

MOTION: (Flaxer/Mills) - to elect Thomas E. Bailey to the office of Board Secretary for calendar year 2017. [Carried Unanimously]

MOTION: (Flaxer/Bailey) - in conformity with her 2015 Job Description, to re-appoint Nancy E. Gee to the office of Treasurer for calendar year 2017 as part of the job of General Manager. [Carried Unanimously]

3. **Rules of Procedure:**

MOTION: (Flaxer/Bailey) to ratify the existing Rules of Procedure as adopted on 12/14/04 and amended 05/12/16. [Carried Unanimously]

4. **Schedule of 2017 Regular Meetings and Office Closures:**

MOTION: (Bailey/Mills) to adopt the proposed schedule, time and location (attached) of regular JLPSD meetings and JLPSD office closures for year 2017. [Carried Unanimously]

Assignments

- ✓ General Manager to see that annual 2017 Meeting Schedule & Office Closures is provided to local news media.
- ✓ General Manager to see that annual 2017 Meeting Schedule & Office Closures is posted on the door of the PSD Office and at the Lewis County Courthouse.

5. **Minutes: (12/10/15)**

MOTION: (Mills/Bailey) to approve attached Minutes of 12/08/16 regular meeting. [Carried Unanimously]

6. General Manager's December Reports (Gee)

A. WATER:

1. Bills (Attached)

MOTION: (Bailey/Flaxer) to ratify payment of attached list of water invoices for December 2016. [Carried Unanimously]

2. Treasury Report (Attached)

MOTION: (Flaxer/Bailey) to approve attached Water Treasury Report for December 2016. [Carried Unanimously]

3. Water Adjustments Report (Attached)

MOTION: (Bailey/Flaxer) to approve attached Water Adjustments Report for December 2016. [Carried Unanimously]

4. Water Purchase, Sales & Loss Report (Attached) – actual unaccounted December loss of 9%.

MOTION: (Mills/Flaxer) to approve attached Water Purchase & Sales Report for December 2016. [Carried Unanimously]

5. Water Preventive Maintenance Report

- a) Lines -
- b) Fire hydrants [57] –
- c) Flushing Hydrants [25] –
- d) Valves [148] –
- e) Meters [659] -
- f) Booster Stations [3]
- g) Tanks [2] –
- h) Office Heating -Cooling Systems - changed filter
- i) Vehicles-[1.5]
- j) Generators [2 portable] – exercised
- k) Critical Inventory –

6. Water System Repairs Report (*fixing breakdowns*) - none

7. Water Leak Detection Report – visual check when reading meters

8. Cross-Connections/Backflow Report -

9. New Non-Project Water Taps – none

10. Other – the District's TTHM and HAA5 tests came back “good”.

Assignments

- ✓ Weather permitting, to continue installing replacement touch-read water meters. 256 left to do.

B. WASTEWATER:

1. Wastewater Bills (Attached)

MOTION: (Bailey/Mills) to ratify payment of list of Sewer invoices for December 2016. [Carried Unanimously]

2. Wastewater Treasury Report (Attached)

MOTION: (Bailey/Flaxer) to approve Sewer Treasury Report for December 2016. [Carried Unanimously]

3. Wastewater Adjustments Report (Attached)

MOTION: (Bailey/Mills) to approve Sewer Adjustments Report for December 2016. [Carried Unanimously]

4. Wastewater Volume & Cost Report (Attached) -

MOTION: (Mills/Bailey) to approve Sewer Volume & Cost Report for December 2016. [Carried Unanimously]

5. Wastewater Preventive Maintenance Report (attached)

- a) Lines–
- b) Manholes [594]
- c) Grinder Pumps [46]
- d) Lift Stations [16 total]

- e) Bar Screen [1] – cleaned weekly
 - f) Vehicles – [1.5] –
 - g) Generators [5 total] – exercised
 - h) Classroom Heating & Cooling
 - i) Critical Inventory
6. Wastewater Repairs Report (attached) – due to incompatibility with newly installed ATT equipment, removed old and installed new phone modems on lift stations
 7. I&I Loss & Prevention Report – 4.35 inches rain; 3,104,752 gallons I&I (significant amount)
 8. New Non-Project Sewer Taps – none
 9. Other –

Assignments

7. **Announcements:** none

8. **Correspondence:**

- a. Text (01-04-17) from Joe and Diana Veltri re: ongoing property issue blamed by Veltris on sewer project.
- b. Text (01-04-17) to Joe and Diana Veltri from Nancy Gee responding to text.
- c. Text (01-06-17) from Joe and Diana Veltri re: ongoing property issue.
- d. Text (01-06-17) to Joe and Diana Veltri from Nancy Gee responding to text.

~ ~ OLD BUSINESS ~ ~

9. **Update: Phase II Sewer Upgrade [09-1043-PSD-42T-PC-PW-CN] (Gee)**

- A. New Customer Hookups - 0
- B. Lift Pump Issues – reinstalled repaired Lift 5 pump (@ Sewer Treatment Plant) & it's working properly for now.
- C. Odor Issue – nothing heard from any residents
- D. Final Cleanup – The Veltris blame the wet spots in their lawn on the project. The District and its consultants do not believe it was caused by the project. Board viewed before-constructions videotapes and current before-and-after-rain photos. Board considered various scenarios.
- E. Other -

Assignment

- ✓ *Gee to continue working toward resolution with Joe and Diana Veltri.*

10. **Update: Pending Non-Project Extensions and Road Bores (Gee)** none

11. Update: Board Review of PSD Policies and Job Descriptions (Flaxer) – no progress

- A. Private Fire Protection Policy
- B. Professional Incentives Policy
- C. Revise Water Job Description to be consistent with a water PURCHASE entity
- D. Other

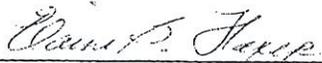
12. Update: Personnel Matters (Gee) – nothing new

- A. Office Staff
- B. Water Staff
- C. Sewer Staff

13. Update: Civil Action No. 16-C-74 John H. Brooks v Jane Lew PSD, Oscar R. Mills, et alia (Gee) – Oscar Mills recused himself and left the building. Gee reported no news regarding the suit.

Assignments

~ ~ **NEW BUSINESS** ~ ~

14. Late Received Agenda Items (Gee) - none.**15. Adjournment: The meeting was adjourned by Chairman Flaxer at 4:40 p.m.**

Elaine B. Flaxer, Chairman



Thomas E. Bailey, Secretary

Attachments:

- Schedule of 2017 Regular Board Meetings & Office Closures
- December '16 Bills Paid (Water/Wastewater)
- December '16 Treasury Reports (Water/Wastewater)
- December '16 Adjustments Reports (Water/Wastewater)
- December '16 Water Purchase/Sales Report
- December '16 Wastewater Volume/Treatment Cost Report
- All correspondence listed on page 3

Lewis-Gilmer E-911 Advisory Board

Date: 02/13/2017

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

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

Also attending: L. Slaughter, E. Squires

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

Committee Reports

Executive Committee:

B. Rowan advised that there are many issues in the discussion phase regarding employees with the Lewis County Commission. There was a work session to discuss the Personal Policy, but no decisions were made. A subsequent meeting will be held.

Building and Operations:

J. Gum reported that the radio issues that the City of Weston were having have been repaired and alleviated.

The phone bid has not been released at this time. J. Gum reported that he is still working on the bid and hoped to have it out as soon as possible. It is understood that the Commission wants our system to be conclusive to include the Courthouse. It looks as though Frontier will be the best option, but the bid will be open to other vendors as well.

J. Gum updated the board on the tower site. The right-of-way and agreement have been signed. A meeting with the contractor will be held 2/14/17 to begin the ground work to lay conduit. The fiber for the hill site has been acquired.

Budget and Finance:

B. Rowan reported that budget time is coming up and the Lewis County Commission has requested that the budget be "streamlined." He also stated that approximately \$40,000 must be cut from the budget.

J. Heater noted that now is the time to raise the 911 fees to offset some of the budget cuts. B. Rowan stated that it was brought up to the Lewis County Commission to increase the alarm fees, which have been the same since 1991 (currently \$200/yr for 5 alarms). He advised that the Commission was not interested in that increase.

Public Relations:

No report

Personnel Committee:

B. Rowan reported that we now have 7 employees. There are currently 6 full-time positions open, including 3 supervisor positions. Another employee has resigned since last month's meeting.

J. Gum will be testing 7 applicants on 2/16/17. There is 1 applicant that will be testing who worked for the Center previously. Previous training has been classroom which is not possible with the lack of available employees. The new hires will have approximately 1 week classroom then will be placed with their trainer in the radio room.

B. Rowan informed the board that there are duplicate, inconsistent drug policies within the county.

R.P. Smith, L. Carpenter, J. Heater, R. Stout, J. Thomas, B. Rowan, J. Gum will serve on the Personal Committee. Interviews will be scheduled for Wednesday, February 22, 2017 at 18:00 at the 911 Center. Finger foods will be provided.

EMD/Training Committee:

J. Taylor reported that December was a perfect month with no failing QAs. January had 2 calls that fell just below the passing grade. Both calls involved minor infractions. March's EMD meeting will be held 3/9/17, but at a different time due to J. Taylor and J. Spray teaching a class that morning.

J. Spray reported that TJ Sirbaugh had an EMT class scheduled and only 3 people attended. Due to having to have 15 for the class, the 3 people were sent home.

Director's Report:

No report

Benefit of the Organization:

E. Squires offered thanks to B. Rowan and J. Gum for attending the meeting regarding school closings/lockdowns.

J. Taylor made a motion to adjourn and R.P. Smith seconded the motion. Motion was approved. The next meeting will be held March 13, 2017 in Lewis County at 14:00.

Rick Stout, Secretary

Larry Gerwig, Chairman

LEWIS COUNTY

ANIMAL CONTROL MONTHLY REPORT

MONTH January YEAR 2017

NUMBER OF COMPLAINTS 20

NUMBER DOGS PICKED UP 28

OTHER ANIMALS PICKED UP 0

CATS PICKED UP 0

TOTAL NUMBER ANIMALS PICKED UP 28

CATS DROPPED OFF AT POUND 2

NUMBER OF CATS ADOPTED 2

NUMBER CATS RECLAIMED 0

NUMBER OF CATS EUTHANIZED 0

NUMBER OF DOGS RECLAIMED 3

NUMBER OF DOGS EUTHANIZED 0

NUMBER DOGS ADOPTED 11

BOUNTY MONEY \$1400

MONEY FROM POUND CHECKS \$9000

MONEY FROM POUND CASH \$11500

TOTAL MONEY FROM POUND \$20500

Adoption Financial Transactions																		
County: <u>Lewis</u> <input type="checkbox"/>																		
Date Range: <u>01/01/2017</u> <input type="checkbox"/> <u>01/31/2017</u> <input type="checkbox"/>																		
<input type="button" value="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	
6704	8339	20.00	Check	109	JAN		None	50.00						Lewis	JAN	01/10/2017	10:20:29	
6705	8339	20.00	Check	109	JAN		None	50.00						Lewis	JAN	01/10/2017	10:52:42	
6712	8356	20.00	Cash		JAN		None	50.00						Lewis	JAN	01/21/2017	10:54:18	
6735	8359	10.00	Cash		JAN		None	50.00						Lewis	JAN	01/24/2017	16:44:21	
6742	8361	30.00	Check	2036	JAN		None							Lewis	JAN	01/26/2017	15:13:12	
6743	8362	30.00	Check	2036	RANDY		None							Lewis	JAN	01/26/2017	15:17:06	
6744	8369	30.00	Check	1053	JAN		None							Lewis	JAN	01/27/2017	10:11:54	
6704	8339						None	50.00			Cr/Db Card		PC INVOICE 300944	Lewis	JAN	01/27/2017	12:12:40	
6705	8339						None	50.00			Cr/Db Card		PC INVOICE 301466	Lewis	JAN	01/27/2017	12:17:14	
6663	8372		Cash		JAN		None		10.00					Lewis	JAN	01/27/2017	14:42:09	
6745	8375	20.00	Cash		CHRISTY		None	50.00						Lewis	JAN	01/31/2017	16:20:17	
6638	8374	15.00	Cash		CHRISTY		None							Lewis	JAN	01/31/2017	16:21:41	
Totals		195.00			Lewis		250.00	10.00	100.00									
					Upshur													
Total Received								455.00	100.00	Deposits Returned								
<input type="button" value="Main Menu"/>																		

Adoptions 195
 Board/Rescue 10

 Total = 205

250 spn deposits
 100 spn deposits returned

nc Agreement #
 8329
 8330
 8331
 8332
 8364
 8374

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 January 2017

Number of Cats brought in by Buckhannon City Trapper	__2__
Number of Cats brought in by Weston City Trapper	__0__
Number of Cats Brought in By John for Lewis County	__0
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	__2__
Number of Cats Dropped Off by Upshur County Residence	__6__
Number of Cats in Holding Box	__0
Number of Cats Adopted(Upshur)	10__ (8) Upshur (2)Lewis
Number of Cats Returned to Owner	__ (0)_Upshur () Lewis
Number of Cats/Kittens Rescued	0_(0)Upshur (0) was Lewis
No Charge	__0__
Number of Cats Euthanized	3 _ (3) Upshur (0) of these were Lewis
Number of Cats Picked up by Lab	__0__

LEWIS COUNTY PARKS AND RECREATION AGENDA

Monday February 27, 2017 6:00pm at the Courthouse

- 1) Call to Order**

- 2) Reading of the Minutes**

- 3) Treasurer's Report**

- 4) Public Comment**

- 5) Director's Report**

- 6) Old and Unfinished Business**

- 7) New Business**

- 8) Adjourn**

If you are unable to attend, please contact Gene Edwards, at 304-269-4836

LEWIS COUNTY PARK BOARD OF DIRECTORS

Minutes of the Special Meeting Called by President, Gene Ewdards, November 14, 2016

A Special Meeting was called by Gene Ewdards, President, regarding the Tennis Courts.

Present, Gene Edwards, President, Barbara Paugh, Vice President, Shirley Taylor, Secretary, Josie Britton, Richard Messenger, Alyce Henry, Glenn Brown, Tracey Weber, Andrea Clem, John Shaffer, Director, and Shirley Shaffer.

October 29, 2016, the Tennis Courts were examined by Ray Bernabei, A written report was sent to John Shaffer, stating the needed repairs. The price quote was for repairs. The Report indicated that the Tennis Courts were found to be in better condition than previously thought. The bid price for the listed work was \$40,392.00. Gene Edwards and Richard Messenger met with Cindi Wetzel about the project being sent out for bids or not.

The fence around the Tennis Courts needs repairs before the work on the Courts is done. Alco fence rep. will replace ties, clean and paint the fence with special paint that will stick, replace posts center anchors and nets on the Court. Work will be done..May 15- June 12, 2017 on the fence at a cost of \$32-35, hundred dollars. The Tennis Courts will be worked on June 1-August 1, 2017. The temperature has to be above 55 degrees for the Tennis Courts surface to be applied.

A motion to accept this was made by Glenn Brown and seconded by Alyce Henry. Motion passed.

Gene Edwards, Richard Messenger, and John Shaffer will meet with Cindi Wetzel about Bid Package for fence repair and painting.

John Shaffer reported there is a crack in the middle section of the green slide. Paddock Pool will be contacted. John reported that hot water to #1 Shelter has been installed.

The next meeting will be Monday February 27, 2017 at the Lewis County Courthouse at 6:00 pm

The meeting was adjourned by Gene Edwards.

Respectfully submitted by Shirley Taylor, Secretary.

LEWIS COUNTY PARK BOARD

Minutes of the Meeting of October 24, 2016

Present: Gene Edwards, President, Barbara Paugh, Vice President, Betty Hill, Treasurer, Shirley Taylor, Secretary, Alyce Henry, Andrea Clem, Richard Messenger, John Shaffer, Director, and Tom Alkire.

The meeting was called to order by Gene Edwards. The minutes were read. A motion to accept the minutes was made by Alyce Henry, seconded by Betty Hill, Motion Passed.

The Treasurer's report was given by Betty Hill. A motion was made by Richard Messenger to accept the report, seconded by Alyce Henry. Motion passed.

Under old and unfinished Business, Richard Messenger gave a report regarding the Tennis Courts. A bid price for work on the Courts was \$40,392.00 was given by Delux Athletics. More information will be obtained , a special meeting of the Board will be called later. Richard Messenger stated that Dr. Mace will help with the cost. Richard will talk with Dr. Mace after more information is obtained. Agnes Queen will look for grants to help and ask Cindi Wetzel to assist. Work will begin May-August depending on the temperature and school schedule.

Tom Alkire reported that an 18 inch drain from the road to the Tennis Courts is in place and has been seeded. He stated that the 5' sink hole has been repaired. Tom also reported a storm washed out work done on the drain located at #2 shelter. This has been repaired. The water slides have been waxed for winter. Two coats of sealer have been applied to the Indian carving and has been covered. The water line to the maintenance builising has been installed. The grills are coverd. The Pool pump has been replaced at a cost of \$400.00.

John Shaffer reported that the New Park Sign is up. The sign is made of cedar. It was made by Rusty Allison of Custom Graphixs at a cost of \$700.00. We have no report about a new Dixie Chopper Replacement. John Shafer stated that Trunk or Treat will be at the Park on October 29, 2016. Day passes for the Pool and candy will be passed out .

The next meeting will be February 27, 2017 at 6:00 p,m at the Lewis County Court House. The meeting was adjourned by Gene Edwards.

Respeectfully submitted by Shirley Taylor, secretary



IMPACT
6 Garton Plaza
Weston, WV 26452

304-269-0088
eajohnson@k12.wv.us

February 8, 2017

Ms. Agnes Queen, President
Mr. Patrick Boyle, Commissioner
Mr. Roderick Wyman, Commissioner
Lewis County Commission
110 Center Avenue, 2nd Floor
Weston, WV 26452

Dear Commissioners:

My students and I are writing to you to express our concern about an issue that affects all of us: the lack of public transportation in Lewis County. As an adult education instructor, I spend a lot of time talking with both students and area employers, and I find that lack of transportation is a primary barrier to individuals being successful in our local workforce. Local employers tell me they want to hire, but employee absenteeism is a major problem. Students tell me they want to work, but can't because they do not have reliable transportation. Workforce research tells us that for an economy to grow within a community, there must be a pool of reliable, qualified potential employees for businesses to hire. I cannot help but conclude that affordable public transportation in Lewis County would benefit not just my students, but the community as a whole. We need to attract new businesses to Lewis County, and having a workforce that is ready and able to contribute is critical to that effort.

This issue affects not only the unemployed, but also the many individuals within our community who fall within the category of the working poor: those who work full time, but make so little money they can never get ahead. Most of these individuals do not have their own vehicles, and those who do struggle with the cost of insurance, gasoline, and maintenance. Even for those who do not have a car payment, these other expenses make owning a vehicle prohibitively expensive for many of our citizens. They may have education and experience, but their employment opportunities are limited by how far they can walk. Many will leave our community if they have a chance, and choose to live and work in other towns that offer more opportunities.

I realize you are aware of this issue, as I am aware of the budget concerns and other issues currently facing our county and our state. However, I am not offering only problems; I am also offering to help address the issue.

As you know, the mission of our program is to facilitate the success of individuals in the workforce, and I am eager to work with you and other Community Partners in an effort to make gainful employment a reality for all our citizens who want to work. I believe that with grant funding, along with corporate donations and sponsorship, we can create a small, self-sustaining system of affordable public transportation within the county. While transportation to all areas of our rural county may not be immediately feasible, even a limited system would make a difference, and the program could grow over time. I have a background in grant writing and

survey research, as well as education and training, and am ready to assist in this initiative. I truly believe that it would have a remarkable impact on our county.

Our class schedule prohibits my attending County Commission meetings, but I welcome the opportunity to discuss this matter with you and other Community Partners. I also extend an open invitation for you to visit our program to inform the students of the important work you do, and to share your thoughts on this matter.

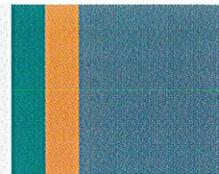
Thank you so much for your time, and for all you do on behalf of Lewis County.

With best regards,

A handwritten signature in cursive script, appearing to read "Liz Johnson".

Liz Johnson
Instructor

Susan James
684 Locust Ave
Weston, WV 26452



February 1, 2017

Ms. Agnes Queen, President
Mr. Roderick Wyman, Commissioner
Mr. Patrick Boyle, Commissioner
Lewis County Commission
110 Center Avenue 2nd Floor
Weston, WV 26542

Dear Commissioners:

I am a proud new resident of Lewis County, having moved here in 2015 from Portsmouth, VA. It has come to my attention that the public transportation in Lewis County is seriously lacking. We need some way for our citizens without vehicles to get back and forth to work, appointments, etc.

I personally have a vehicle, but in the event it should break down I would have no way to get around. I am also aware of several people that do not have any form of transportation, which causes problems in many ways. I have met several young mothers recently who have no way to get to work, go shopping, or take their children to the doctor. If we had even vans they could catch to get around, it would make a big difference in their lives. I remember as a young mother myself in Virginia, I relied on public transportation quite a lot.

In conclusion, I would appreciate your attention to this matter. You would have a great impact on a lot of people's lives.

Best Regards,

Susan James



Dakoda Riffle
7532 Oil Creek Rd.
Roanoke, WV 26447

February 1, 2017

Ms. Agnes Queen, President
Mr. Roderick Wyman, Commissioner
Mr. Patrick Boyle, Commissioner
Lewis County Commission
110 Center Avenue, 2nd Floor
Weston, WV 26452

Dear Commissioners:

I think a major issue in the county is the lack of public transportation. It impacts a lot of people I know in the county because they have no way to get back and forth to work. I think it would be nice to get some kind of transportation going in Lewis County because it would help out a lot of people who don't have a way to get back and forth to jobs, the store, the laundromat, or even appointments. It would help me out because I don't have a reliable car at this time and it would help me get back and forth to a job in town. It would defiantly help me during the winter months because my family doesn't have a four-wheel drive vehicle, so it's hard for us to go anywhere when the weather is bad.

I have several friends who live in Weston who don't have any way to get to a job. Also I have friends in IMPACT that have to walk to get to class, and if we had some sort of transportation, I think it would be a definite help to those that don't have a vehicle. So I think it would be a really good idea to look into this. It very well could help the community in ways never thought of.

Thank you for your time. I really hope to hear back from you on this issue. I hope this letter gives you all an idea of what the community needs. I hope all is well with all of you.

Yours truly,

A handwritten signature in cursive script that reads "Dakoda Riffle". The signature is written in dark ink and is positioned below the "Yours truly," text.

Dakoda Riffle

Hannah Ball
107 Virginia St., Apt. 506
Jane Lew, WV 26378

February 1, 2017

Ms. Agnes Queen, President
Mr. Patrick Boyle, Commissioner
Mr. Roderick Wyman, Commissioner
Lewis County Commission
110 Center Avenue, 2nd Floor
Weston, WV 26452

Dear Commissioners:

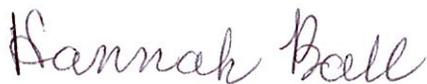
There are a lot of problems in Lewis County, but in my opinion the biggest problem is transportation. So I have come to you, the president of the County Commission and the Commissioners, to speak of my concerns. This matter means so much to me because I know fellow students who have a hard time making it to class and also to work.

I am a student at IMPACT because I want to better my life, just like everyone else that is here. However, a lot of the students that are here cannot make it to class because of the lack of transportation. So I ask, how can someone better his or her life if they cannot make it to class?

Another issue is getting to work. If you don't have a job, you cannot support your family like you need to, and you cannot help pay for your education. This doesn't affect just the people I know, it affects the county as a whole. I feel if something is done about the issue at hand, a lot of people will be happier and more confident to go out there and achieve their goals.

Thank you for taking time out of your day to read my letter. I hope to hear about your suggestions about how we can fix this issue.

Yours truly,

A handwritten signature in cursive script that reads "Hannah Ball". The ink is dark and the writing is fluid, with a mix of capital and lowercase letters.

Hannah Ball

Daniel McVay, Jr.
160 Armory Rd
Weston, WV 26452

February 1, 2017

Ms. Agnes Queen, President
Mr. Patrick Boyle, Commissioner
Mr. Roderick Wyman, Commissioner
Lewis County Commission
110 Center Avenue, 2nd Floor
Weston, WV 26452

Dear Commissioners:

We need public transportation in our community so people can get back and forth to their jobs. It is really important to get to your job on time and have a reliable way to your job. This is something our community really needs: dependable transportation.

I see and hear about a lot of people in our community who don't have rides back and forth to work. I think public transportation would give more people a chance to go look for jobs to help better their lives and be able to support their families. It would also help people get to their doctors' appointments to watch their health.

This would also help our community because if more people had jobs, they would be paying more taxes within the community. It would also help students get to educational opportunities, like IMPACT or college classes at Lewis County High School. With more education, they could get the better jobs that they want. Having public transportation would really better our community in many ways.

Thank you for taking the time to read my letter. I look forward to hearing from you about this issue.

Yours truly,

A handwritten signature in cursive script that reads "Daniel K. McVay Jr.".

Daniel Kyle McVay, Jr

Jennifer Watkins
169 Virginia Street
Apt. 103
Jane Lew, WV 26378

February 1, 2017

Ms. Agnes Queen, President
Mr. Patrick Boyle, Commissioner
Mr. Rodrick Wyman, Commissioner
Lewis County Commission
110 Center Avenue, 2nd Floor
Weston, WV 26452

Dear Commissioners:

I am writing you about public transportation here in Lewis County. It is a great importance to myself and the community. There is no reliable transportation if you don't have a car. Coming from a community with reliable public transportation, I know the importance and what a great help it can be.

Public transportation is important not only to myself but for the community as well. We need a means of transportation so that we can get jobs to better ourselves. For myself, I need transportation so I have a way back and forth to school to continue my education. Lewis County not having a reliable public transportation system makes it very hard for myself or anyone else that does not have a car to get to a jobs or other places they need to go.

Thank you for taking the time out of your day to read my letter. I know that you are very busy. I hope to hear something in the very near future about public transportation in my community. Thank you again.

Sincerely,

A handwritten signature in cursive script that reads "Jennifer Watkins".

Jennifer Watkins

Brianna Adkison
409 Monroe St., Apt. B
Weston, WV 26452

February 2, 2017

Ms. Agnes Queen, President
Mr. Patrick Boyle, Commissioner
Mr. Roderick Wyman, Commissioner
Lewis County Commission
110 Center Avenue, 2nd Floor
Weston, WV 26452

Dear Commissioners:

We need public transportation in our community so people can get to class and work on time. It's important to get to your job or class on time. This is something our community needs. I, as a resident who lives in Lewis County, have a hard time getting to class at IMPACT.

Other people besides myself have no way to class or work. There's one taxi company in Weston and it's difficult to contact the driver. Some people also have concerns about the driver. Having public transportation would really better our community and help the people in our home town.

Thank you for taking a few minutes to read my letter. I look forward to hearing your suggestions about how this problem can be addressed.

Yours truly,


Brianna Adkison

Misty Hardman
PO Box 414
Alum Bridge, WV 26321

February 2, 2017

Ms. Agnes Queen, President
Mr. Roderick Wyman, Commissioner
Mr. Patrick Boyle, Commissioner
Lewis County Commission
110 Center Avenue, 2nd Floor
Weston, WV 26452

Dear Commissioners:

I think a major issue in the county is the lack of public transportation. It impacts a lot of people, including myself, who live in the county. A few people I know, also including myself, lack jobs and can't get around town (especially when it's winter and unbearable freezing weather) to look for jobs or better opportunities to take care of our families.

I think having some sort of transportation in all of Lewis County would help our community out tremendously.

Thank you for your time. I really hope to hear back from you on this issue. I hope this letter gives you a little bit of an idea of what the community needs. I hope all is well with you and yours.

Your truly,

A handwritten signature in blue ink that reads "Misty Hardman". The signature is written in a cursive style and is positioned above a horizontal line.

Misty Hardman

Lewis County Commission
Commission Employee Vacation/Sick Leave Request Form

I, Barbara Winans, hereby request the following day(s) off:

List day and date (Ex: Monday, May 2, 2005) for each day off. Please indicate if leave involves any Courthouse holidays.

Thursday, March 9, 2017

Time off is to be taken from (circle one): Annual Leave Sick Leave Comp Time

Barbara Winans 2/17/17
Employee Signature Date

Deby E. Stow 2/17/17
Supervisor Signature Date

Commission Approval Date