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

COMMISSIONERS:
PATRICK D. BOYLE
President
AGNES QUEEN
Commissioner
ROD WYMAN
Commissioner

LEWIS COUNTY COMMISSION
110 CENTER AVENUE, 2nd FLOOR
WESTON, WV 26452
MEETING AGENDA
MONDAY, MARCH 13, 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, March 9, 2017 upon request. (*action required)*

APPOINTMENTS

3. **10:10 AM** **Oath of Office administered to Kourtney Ryan and Garrison Grogg as Lewis Gilmer Ehanced 911 Telecommunicators. Transfer approval and oath of office for Lesley Slaughter as a Lewis Gilmer Emergency 911 Telecommunicator and Oath:** The Lewis County Commission approved the hiring of Kourtney Ryan and Garrison Grogg as Lewis Gilmer Enhanced 911 Telecommunicators at the February 28, 2017 Special Meeting. The Commission is asked to approve the transfer of Lesley Slaughter to the position of Lewis Gilmer Enhanced 911 Telecommunicator. If approved the Oath of Office will be administered. *(action required)*
4. **10:15 AM** **Acceptance and Oath of Office administered of David Marsh for as a Lewis County Deputy Reservist:** The Commission asked to approve the acceptance of David Marsh as a Lewis County Deputy Reservist. If approved the oath of office will be administered. *(action required)*

CORRESPONDENCE

5. **Upshur County Commission Agenda:** Upshur County Commission Agenda for March 9, 2017.*(information only)*
6. **Lewis County Convention & Visitors Bureau Meeting Minutes and Agenda:** Minutes of January 3, 2017 Meeting Minutes and Agenda for March 7, 2017 meeting. (*information only)*
7. **West Fork Conservation District Notification of Annual Inspections:** Annual operation and maintenance inspections for the Polk Creek Watershed Dams are scheduled for Monday, April 17 and Tuesday, April 18, 2017 beginning at 8am and meeting at the Pricetown Volunteer Fire Department. (*information only*)
8. **Louis Bennett Public Library Meeting Minutes and Financial Report:** Minutes of February 13, 2017 Meeting of the Louis Bennett Public Library including financial reports for September, October November and December 2016 and January 2017.(*information only*)

9. **Sheriffs Monthly Vehicle Report for February 2017:** Sheriff's Monthly Vehicle report February including mileage and maintenance for the fleet .*(information only)*
10. **Jane Lew Public Service District Meeting Agenda:** Agenda for the Jane Lew Public Service District Meeting of March 9, 2017.(*information only)*
11. **Lewis-Gilmer E911 Monthly Call Report:** Call report and disposition by agency received by the Lewis Gilmer E911 Center for the month February 2017.(*information only)*

BUSINESS

12. **Board(s) and Committee(s) Reports:** Reports from Commissioners from any board(s) or Committee(s) meetings attended including: Board of Equalization and Review; Chamber of Commerce Luncheon; Bridgeport City Manager Work Session; County Commissioners Association of West Virginia Legislative Conference Call; West Virginia Association of Counties Legislative Meeting; Lewis County Convention and Visitors Bureau; Fiscal Year 2018 Budget Workshop; Region VI Workforce Investment Board. *(information only)*
13. **Resignation of Nancy Colburn from Louis Bennett Public Library Board:** Nancy Colburn submits her resignation as a member of the Louis Bennett Public Library Board effective February 13, 2017. (*action required)*
14. **Approval of Louis Bennett Public Library Trustee:** The County Commission is asked to consider the approval of David Bush to the Louis Bennett Public Library Board to fill the vacancy created by the resignation of Nancy Colburn. If appointed his term of office will expire June 30, 2017. *(action required)*
15. **Lewis County Economic Development Authority Report:** Report of activities of the Lewis County Economic Development Authority by Director Michael Herron. *(information only)*.
16. **Timesheets and Leave Requests** *(action required)*
    a) Lucinda A. Whetsell February, 2017 Monthly Time Sheet
    b) Michael Herron February, 2017 Monthly Time Sheet

ACTIONS, ESTATE SETTLEMENTS, 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, March 9, 2017. *(action required)*
18. **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, March 9, 2017. (*action required*)
19. **Presentation by County Clerk of the Orders of Prior Meeting(s) for consideration**. Draft copies will be available for review upon request Thursday, March 9, 2017. *(action required)*
20. **Expenses for the current period presented for consideration of payment.** Draft copies will be available for review upon request Thursday, March 9, 2017. *(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.

OATH OF OFFICE AND CERTIFICATE

STATE OF WEST VIRGINIA

COUNTY OF LEWIS TO-WIT

I, KOURTNEY A. RYAN, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of West Virginia and that I will faithfully discharge the duties of serving as a

LEWIS-GILMER E911 TELECOMMUNICATOR

to the best of my skill and judgment, SO HELP ME GOD.

Signature of affiant:

Kourtney A. Ryan

Subscribed and sworn to before me, in said County and State, this 13th day Of March, 2017.

Patrick D. Boyle President,
Lewis County Commission

Attest:
Cynthia S. Rowan
Lewis County Clerk

OATH OF OFFICE AND CERTIFICATE

STATE OF WEST VIRGINIA

COUNTY OF LEWIS TO-WIT

I, GARRISON GROGG, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of West Virginia and that I will faithfully discharge the duties of serving as a

LEWIS-GILMER E911 TELECOMMUNICATOR

to the best of my skill and judgment, SO HELP ME GOD.

Signature of affiant:

GARRISON GROGG

Subscribed and sworn to before me, in said County and State, this 13th day Of March, 2017.

Patrick D. Boyle President,
Lewis County Commission

Attest:
Cynthia S. Rowan
Lewis County Clerk

OATH OF OFFICE AND CERTIFICATE

STATE OF WEST VIRGINIA

COUNTY OF LEWIS TO-WIT

I, Lesley Slaughter, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of West Virginia and that I will faithfully discharge the duties of serving as a

LEWIS -GILMER E911 TELECOMMUNICATOR

to the best of my skill and judgment, SO HELP ME GOD.

Signature of affiant:

LESLEY SLAUGHTER

Subscribed and sworn to before me, in said County and State, this 13th day Of March, 2017.

Patrick D. Boyle President,
Lewis County Commission

Attest:
Cynthia S. Rowan
Lewis County Clerk

OATH OF OFFICE AND CERTIFICATE

STATE OF WEST VIRGINIA

COUNTY OF LEWIS TO-WIT

I, DAVID MARSH, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of West Virginia and that I will faithfully discharge the duties of serving as a

LEWIS COUNTY RESERVE DEPUTY

to the best of my skill and judgment, SO HELP ME GOD.

Signature of affiant:

DAVID MARSH

Subscribed and sworn to before me, in said County and State, this 13th day Of March, 2017.

Patrick D. Boyle President,
Lewis County Commission

Attest:
Cynthia S. Rowan
Lewis County Clerk

Lewis County Convention & Visitors Bureau Minutes

January 3, 2017 @ 5:30 p.m. at LCCVB Office

In Attendance: Dean Hardman, Rebecca Jordan Gleason, Chip Turner, Julia Spelsberg, Ron McVaney, Pat Boyle, Sharon Pickens, Steve Ludwig, Kim Geer, Barb Mcvaney and Chris Richards.

Absent: Susan Bentley, Jim Lambert, Glenn Haan and Kathy Fealy.

Meeting:

I. **Meeting called to order** by Rebecca. A quorum was present.
II. **Minutes:** November minutes were approved as written. (Dean/Julia)
III. **Financial Report**: Reports were written given to members for review. (Dean/Chip)
IV. **Executive Directors Report**: report was approved. (Chip/Dean)

Old Business:

I. The board heard no old business.

New Business:

I. The Board heard an update from Chris from the recent receiving of a refund check from the monies turned back into the LC Commission From MLCVB. Amount received was 3421.91on 11/30/16.

II. The Board discussed when and where they should do our board retreat. Some ideas included WV Museum in Charleston, horse backing riding in Canaan, just to tour the new Thomas/Davis area to see all the changes and get ideas. The discussion was tabled and everyone was asked to come to next meeting with ideas and possible dates.

III. The board had an off-agenda discussion about the county/city.

IV. Chris's comment spot…Thank you all for attending and see you next month!

Meeting adjourned at approximately 6:45 p.m.

The next meeting will be on Feb. 7, 2017 at 5:30 at the LCCVB Office.

Lewis County CVB/Stonewallcountry
A Certified West Virginia CVB
499 US Highway 33 East Weston, WV 26452
304-269-7328 304-269-3271 fax 1-800-296-7329
lewiscountycvb.com or www.stonewallcountry.com

Lewis County Convention and
Visitors Bureau/Stonewall country
Visit where heroes were raised,
legends were born, and memories are made.

March 7, 2017 Agenda

1. Call to Order- establish quorum
2. Minutes
3. Financial Report
4. Executive Directors Report
5. Old Business:
    a. Board Retreat.
6. New Business:
    a. Partnership request for the new spring Jane Lew Arts & Crafts Festival.
    b. Chris's comment spot.
7. Adjournment.

The next CVB Board of Directors meeting will be on Tuesday
April 4, 2017 @ 5:30 p.m. at the LCCVB Office.

Lewis County Convention and Visitors Bureau
A Certified West Virginia CVB
499 US Highway 33 East Weston, WV 26452
304-269-7328 304-269-3271 fax 1-800-296-7329
www.lewiscountycvb.com www.stonewallcountry.com

WEST FORK CONSERVATION DISTRICT
87 Ollie Lane, Suite 104 - Mt. Clare, WV 26408 - Phone (304) 627-2160

February 17, 2017

Lewis County Commission
PO Box 466
Weston, WV 26452

Dear ,

The West Fork Conservation District, Lewis County Commission and West Virginia Conservation Agency, sponsors of the Polk Creek Watershed Dams, have scheduled the annual operation and maintenance (OM&R) inspections. These will be held on Monday, and Tuesday April 17th and 18th, 2017 beginning at 8:00 a.m. The inspection personnel will meet at the Pricetown VFD on U.S. Highway 33W at 8:00 a.m. on both the 17th and 18th to begin the inspection tour.

If you have comments, concerns or questions regarding the watershed dam on or near your property, you are welcome to join the inspection team. If you have any questions or would like to be included in the tour, please call our office at 304-627-2160.

Sincerely,

William Coffindaffer
Chairman, West Fork Conservation District

WC/rw

The February 28, 2017 meeting of the Louis Bennett Public Library was called to order by Bonnie Hersman, President with Megan Mullins, Rose Robinson, and Karen Enderle, Librarian in attendance.

Reading of the Minutes: The minutes of the February 13, 2017 meeting were read and accepted.

Old Business

New Board Member: After some discussion, Rose made a motion to recommend to the Lewis County Commission the appointment of Mr. David Bush of 323 E. First St, Weston, WV 26452 and his telephone number is 304-554-1549 to fill the unexpired term of Nancy Colburn. Megan seconded the motion and the motion carried.

Proposed Budget 2017-18: After some discussion, Rose made a motion to accept the budget as proposed with a raise to $12.50 per hour for parttime clerks. Megan seconded the motion and the motion carried.

Job Description: After some discussion, Rose made a motion to accept the job description as presented to the board and include the salary range as $35,000 to $36,000. Megan seconded the motion and the motion carried.

Meeting adjourned and next meeting is scheduled for May 1, 2017 at 3:30 PM.

Megan Mullins , Acting Secretary

The February 13, 2017 meeting of the Louis Bennett Public Library was called to order by President Bonnie Hersman with Nancy Colburn, Megan Mullins, Janice Sundstrom and Karen Enderle, Librarian in attendance.

Reading of the Minutes: The minutes of the September 19, 2016 meeting were read and accepted.
Treasurer's Report: The reports of September 2016 through January 2017 were reviewed and accepted.
Computer Statistics: The reports of September 2016 through January 2017 were reviewed and accepted.

Old Business
JEM Cleaning and Painting and Shelving: Karen reported the library will close on Thursday, March 30 and whole next week for cleaning and painting. The library will reopen on Monday, April 10 and the shelving will be installed on April 12. Nancy made a motion to transfer from the savings account $16,000 for shelving units. Janice seconded the motion and the motion carried.

Evans Foundation 2016-2017: Karen reported library received $10,000 from the Evans Foundation for painting the circulation room and installing new shelving units.

Lewis County Commission Reports: Karen presented the board with the reports from September 2016 through January 2017.

New Business
Karen's Retirement: Karen submitted her retirement letter and her last day of work will October 31, 2017. Nancy made a motion to accept Karen's retirement. Megan seconded the motion and the motion carried.

Board Member Resignation: Nancy Colburn resigned from the board due to a move.

Audit: Karen reported the library's financial papers are at the auditor's office.

Continuing Education: Karen reported she has finished the 8 hours of continuing education that is required by WVLC.

Sprigg Estate: Karen reported she filed the paper work for this grant.

Maintenance of Effort Requirement: Karen reported the library did not meet the maintenance of effort requirement which results in a non-compliance penalty of $4,170 that will be split between the 3rd and 4th quarter allotments.

Meeting adjourned and next meeting is scheduled for Tuesday, February 28, 2017 at 3:30 PM.

Nancy Colburn, Secretary

The September 19, 2016 meeting of the Louis Bennett Public Library was called to order by Vice President, Janice Sundstrom with Nancy Colburn, Rose Robinson, Megan Mullins and Karen Enderle, Librarian in attendance.

Reading of the Minutes: The minutes of the June 13, 2016 meeting were read and accepted.

Treasurer's Report: The reports of June , July and August were reviewed and accepted.

Computer Statistics: The reports of June, July and August and Fiscal year 2015-16 were reviewed and accepted.

Old Business

Sprigg Estate: Karen reported the library received $1,800 from the Melvin B Sprigg Trust.

Lewis County Commission Reports: Karen presented the board with the reports of June , July and August.

Evans Foundation 2016-2017: Karen reported the grant request was filed online. The total grant amount requested is $ 27,000. The proposed painting cost of the project is $8,000. The second part of this grant is to purchase new shelving units for the circulation room at the cost of $ 19,000. Karen presented the board with the shelving proposal at the cost of $15,877.11 and $200 for premium color for a total of $16,077.11. Karen reported if library signs the contract this month, the company will lock in the price, but shelving will not be delivered and paid for until April 2017. Rose made a motion for the shelving to be ordered. Megan seconded the motion and the motion carried.

Summer Reading Program: Karen reported forty children finished the six week program and they read 955 books. The library was a drop off location for the School Supply Drive with Girl Scouts.

New Business

WVLC Annual Report: Karen presented the board with the completed annual report.

1,000 Books Before Kindergarten Program: Karen reported she has started a new program at the library. At the present time, twenty one children are signed up for the program. The Friends of the Library donated $408 to cover the cost of the program which includes book marks and program incentives. Karen reported she took flyers to the OB nurse manager at Stonewall Hospital and to the WIC office.

WVLA Conference: Karen reported she is attending the WVLA library conference from October 7 to 9, 2016.

Telephone System: Karen presented the board with a proposal for a new telephone system at the cost of $3,770.00. Karen reported the current system is not working correctly and the company does not return phone calls. The old system is not easy to change messages. This new system is much easier to program. Nancy made a motion to order the new telephone system. Janice seconded the motion and the motion carried.

Meeting adjourned and next meeting is scheduled for Monday, February 6, 2017 at 3:30 PM.

Nancy Colburn, Secretary

Louis Bennett Public Library

Report of Lewis County Hotel/ Motel Funding
September 2016 $ 6,879.29
Leftover $ 16,062.72

Total spent $ 3,174.19
Leftover $ 19,767.82

		LOUIS BENNETT PUBLIC LIBRARY		
		EXPENDITURES		
		September, 2016		
CONTRACTURAL SERVICES				
1. TELEPHONE				
	A. Frontier		$134.50	
	B. AT&T		$6.02	
		TOTAL	----------	$140.52
2. UTILITIES				
	A. Weston Sanitary Board		$28.39	
	B. WV-American Water		$36.86	
	C. Dominion Hope		$172.00	
	D. Mon Power		$362.27	
		TOTAL		$599.52
3. MAINTENANCE				
	A. UniFirst Corporation-mats		$47.35	
	B. Erick Jensen-shampoo carpet/panic bar		$2,199.00	
	C. Basement Systems of WV-annual maint		$187.80	
		TOTAL		$2,434.15

Louis Bennett Public Library

Report of Lewis County Hotel/ Motel Funding

October 2016	**$ 6,703.02**
Leftover	**$ 19,767.82**

Total spent	**$ 5,679.45**
Leftover	**$ 20,791.39**

LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES
October, 2016

CONTRACTURAL SERVICES			
1. TELEPHONE			
	A. Frontier	$135.63	
	B. AT&T	$6.59	
	TOTAL	----------	$142.22
2. UTILITIES			
	A. Weston Sanitary Board	$31.25	
	B. WV-American Water	$31.46	
	C. Dominion Hope	$172.00	
	D. Mon Power	$282.41	
	TOTAL		$517.12
3. MAINTENANCE			
	A. UniFirst Corporation-mats	$142.05	
	B. Aaron's Business Solutions-tele system	$3,770.00	
	C. Hull's Contracting	$350.00	
	D. WalMart-	$703.57	
	E. Southern States-maint	$9.49	
	F. Dodson Pest Control	$45.00	
	TOTAL		$5,020.11

Louis Bennett Public Library

Report of Lewis County Hotel/ Motel Funding
November 2016 $ 5,660.63
Leftover $ 20,791.39

Total spent $ 5,967.91
Leftover $ 20,484.11

		LOUIS BENNETT PUBLIC LIBRARY			
		EXPENDITURES			
			November, 2016		
CONTRACTURAL SERVICES					
1. TELEPHONE					
	A. Frontier			$134.31	
	B. AT&T				
		TOTAL		----------	$134.31
2. UTILITIES					
	A. Weston Sanitary Board			$23.69	
	B. WV-American Water			$32.65	
	C. Dominion Hope			$172.00	
	D. Mon Power			$210.56	
		TOTAL			$438.90
3. MAINTENANCE					
	A. UniFirst Corporation-mats			$94.70	
	B. Messenger's BackFlow Service			$200.00	
	C. Weather Service			$342.00	
	D. Erick Jensen-entrance steps/downspouts			$4,668.00	
	F. Dodson Pest Control			$90.00	
		TOTAL			$5,394.70

Louis Bennett Public Library

Report of Lewis County Hotel/ Motel Funding
December 2016 $ 6,775.56
Leftover $ 20,484.11

Total spent $ 667.63
Leftover $ 26,592.04

		LOUIS BENNETT PUBLIC LIBRARY			
		EXPENDITURES			
			December, 2016		
CONTRACTURAL SERVICES					
1. TELEPHONE					
	A. Frontier			$131.76	
	B. AT&T				
		TOTAL		----------	$131.76
2. UTILITIES					
	A. Weston Sanitary Board			$23.69	
	B. WV-American Water				
	C. Dominion Hope			$172.00	
	D. Mon Power			$200.48	
		TOTAL			$396.17
3. MAINTENANCE					
	A. UniFirst Corporation-mats			$94.70	
	B. Dodson Pest Control			$45.00	
		TOTAL			$139.70

Louis Bennett Public Library

Report of Lewis County Hotel/ Motel Funding

January 2017	**$ 3,701.97**
Leftover	**$ 26,592.04**

Total spent	**$ 1,214.12**
Leftover	**$ 29,079.89**

LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES
January, 2017

CONTRACTURAL SERVICES			
1. TELEPHONE			
A. Frontier		$132.50	
B. AT&T			
	TOTAL	----------	$132.50
2. UTILITIES			
A. Weston Sanitary Board		$23.69	
B. WV-American Water		$56.19	
C. Dominion Hope		$172.00	
D. Mon Power		$183.24	
	TOTAL		$435.12
3. MAINTENANCE			
A. UniFirst Corporation-mats		$94.70	
B. Dodson Pest Control		$45.00	
C. JP Jay Associates-backstop maint		$506.80	
	TOTAL		$646.50

Louis Bennett Public Library

Statistics

Month: September 2016		Last year
Attendance (people visiting the library)	1355	1301
Circulation of Library Materials	2015	1982
Circulation of Juvenile collection	955	650
Patrons added to Follett	10	

Items (books, etc.) Added to Follett 213
Items (books, etc.) Deleted from Follett 25
Photocopies $ 125.00
Fax $ 111.00
Fines $ 15.40

Internet Computer

Patrons using Internet on their own (# of sessions) 250
Wireless Users (# of sessions) 99

Groups at the Library

5 Toddler times total attendance 52 children / 47adults (aver. 10 children + 9 adults)

Book Club 3 people

Louis Bennett Public Library

Statistics

Month: October 2016		Last year
Attendance (people visiting the library)	1501	1455
Circulation of Library Materials	2201	2109
Circulation of Juvenile collection	999	801
Patrons added to Follett	4	

Items (books, etc.) Added to Follett 88
Items (books, etc.) Deleted from Follett 111
Photocopies $ 209.75
Fax $ 131.00
Fines $ 7.35

Internet Computer

Patrons using Internet on their own (# of sessions) 257
Wireless Users (# of sessions) 95

Groups at the Library

4 Toddler times total attendance 61 children / 39adults (aver. 15 children + 10 adults)

Book Club 3 people

Meetings attended by Director
10/5-7/16 WV Library Association Conference 4 hours of Continuing Education

Louis Bennett Public Library

Statistics

Month: November 2016		Last year
Attendance (people visiting the library)	1002	1011
Circulation of Library Materials	1506	1546
Circulation of Juvenile collection	755	702
Patrons added to Follett	15	
Items (books, etc.) Added to Follett	172	
Items (books, etc.) Deleted from Follett	110	
Photocopies	$ 106.40	
Fax	$ 101.50	
Fines	$ 24.15	

Internet Computer

Patrons using Internet on their own (# of sessions) 255
Wireless Users (# of sessions) 92

Groups at the Library

3 Toddler times total attendance 34 children / 28 adults (aver. 11 children + 9 adults)

Agra Bennett Book Club 3 people

Louis Bennett Public Library

Statistics

Month: December 2016		Last year
Attendance (people visiting the library)	969	955
Circulation of Library Materials	1456	1425
Circulation of Juvenile collection	566	402
Patrons added to Follett	4	
Items (books, etc.) Added to Follett	107	
Items (books, etc.) Deleted from Follett	91	
Photocopies	$ 129.40	
Fax	$ 82.00	
Fines	$ 1.90	

Internet Computer

Patrons using Internet on their own (# of sessions) 245
Wireless Users (# of sessions) 127

Groups at the Library

5 Toddler times total attendance 56 children / 51 adults (aver.11 children + 10 adults)

Agra Bennett Book Club 3 people

Louis Bennett Public Library

Statistics

Month: January 2017

		Last year
Attendance (people visiting the library)	918	905
Circulation of Library Materials	1210	1002
Circulation of Juvenile collection	544	311
Patrons added to Follett	10	
Items (books, etc.) Added to Follett	97	
Items (books, etc.) Deleted from Follett	322	
Photocopies	$ 147.65	
Fax	$ 166.00	
Fines	$ 2.30	

Internet Computer

Patrons using Internet on their own (# of sessions) 266
Wireless Users (# of sessions) 90

Groups at the Library

4 Toddler times total attendance 51 children / 39 adults (aver.13 children + 10 adults)

Agra Bennett Book Club 3 people

		LOUIS BENNETT PUBLIC LIBRARY			
		FINANCIAL REPORT			
			January, 2017		
CHECKBOOK BALANCE			1/1/2017		$9,931.86
RECEIPTS AND DEPOSITS					$32,956.97

					$42,888.83
DISBURSEMENTS					$12,357.71

CHECKBOOK BALANCE			1/31/2017		$30,531.12
		RECEIPTS AND DEPOSITS			
			January, 2017		
WVLC Grant-in-Aid					$18,766.00
Donations					$120.00
Lewis County Commission-hotel/motel tax					$3,701.97
Copies					$147.65
FAX					$166.00
Fines					$2.30
Interest on checking account					$0.98
CD interest					$26.40
Friends					
Lewis County Bd of Education-levy					
Evans Foundation Grant					$10,000.00
WalMart-refund-overpayment					$25.67

TOTAL					$32,956.97
					==========
		**********	**********	**********	
			1		

LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES
January, 2017

CONTRACTURAL SERVICES			
1. TELEPHONE			
A. Frontier		$132.50	
B. AT&T			
	TOTAL	----------	$132.50
2. UTILITIES			
A. Weston Sanitary Board		$23.69	
B. WV-American Water		$56.19	
C. Dominion Hope		$172.00	
D. Mon Power		$183.24	
	TOTAL		$435.12
3. MAINTENANCE			
A. UniFirst Corporation-mats		$94.70	
B. Dodson Pest Control		$45.00	
C. JP Jay Associates-backstop maint		$506.80	
	TOTAL		$646.50
4. OTHER			
A. John E Law CPA,A.C.-01/17 acctg		$304.00	
	TOTAL		$304.00
TOTAL CONTRACTURAL SERVICES			$1,518.12
COMMODITIES			
1. BOOKS/PERIODICALS			
A. Ingram Library Services-books		$648.87	
			$648.87
2. VIDEO/AUDIO			
TOTAL			$0.00
			$648.87

LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES
Janauary, 2016

3. SUPPLIES			
	A. Xerox-11/21-12/21 meter usage	$37.82	
	B. Office Depot	$180.09	
	TOTAL		$217.91
4. OTHER			
	A. Upstart-programming	$370.13	
	B. Susanne Holstein-Summer reading	$300.00	
	TOTAL		$670.13
TOTAL COMMODITIES			$888.04
SALARIES & FRINGES			$9,302.68
TOTAL DISBURSEMENTS			$12,357.71

LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES BUDGET STATUS
FISCAL YEAR JUNE, 2017

	FY Budget	CURRENT January, 2017 Expenditures	YEAR TO DATE 1/31/2017	BUDGET Status 6/30/2017
WAGES & BENEFITS				
WAGES	$74,697.00	$6,101.39	$43,578.91	$31,118.09
SOCIAL SECURITY	$5,000.00	$466.77	$3,330.97	$1,669.03
HOSPITALIZATION	$19,007.00	$1,239.80	$9,156.60	$9,850.40
RETIREMENT	$8,155.00	$595.77	$4,370.29	$3,784.71
UNEMPLOYMENT	$700.00	$136.95	$457.57	$242.43
BRICKSTREET	$2,000.00	$48.00	$648.00	$1,352.00
WV RETIREE TRUST	$4,000.00	$714.00	$4,218.00	($218.00)
TOTAL	$113,559.00	$9,302.68	$65,760.34	$47,798.66
LIBRARY MATERIALS				
BOOKS	$20,000.00	$648.87	$10,380.08	$9,619.92
AUDIOVISUALS	$2,000.00		$700.54	$1,299.46
PERIODICALS/NEWSPAPE	$400.00		$332.46	$67.54
TOTAL	$22,400.00	$648.87	$11,413.08	$10,986.92
UTILITIES/TELEPHONE	$10,000.00	$567.62	$4,406.74	$5,593.26
BUILDING REPAIRS/MAIN	$20,665.00	$646.50	$20,087.83	$577.17
INSURANCE	$126.00		$126.00	$0.00
POSTAGE/FREIGHT	$200.00		$47.00	$153.00
OFFICE SUPPLIES	$3,500.00	$192.24	$1,933.58	$1,566.42
LIBRARY SUPPLIES	$4,500.00	$300.00	$693.57	$3,806.43
PROGRAMMING	$1,200.00	$370.13	$1,069.13	$130.87
TRAVEL	$600.00		$475.27	$124.73
MEMBERSHIP DUES	$50.00			$50.00
TECHNOLOGY	$4,000.00			$4,000.00
MAINT CONT (COPIER/FAX				$0.00
ACCOUNTING/AUDIT	$5,000.00	$304.00	$1,814.00	$3,186.00
CONTINUING EDUCATION	$400.00		$110.00	$290.00
TOTAL	$50,241.00	$2,380.49	$30,763.12	$19,477.88
TOTAL BUDGET	$186,200.00	$12,332.04	$107,936.54	$78,263.46

MAIN STAY FUNDS			057-55004287	12/31/16	$12,057.83
FEDERATED EQUITY INCOME FUND A				09/30/16	$57,982.23
		NASDAQ:LEIFX			----------
					$70,040.06
					==========
	**********				
URILLA M BLAND REFERENCE CENTER					
UNITED NATIONAL BANK,		CD #451-0797677			$35,000.00
INTEREST	1/23/2017		$26.40		==========
	To date Interest			$22,322.43	
	**********				
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	$33.42	
			9/30/2016	$33.80	
			12/31/2016	$33.83	$134.45
					$53,712.63
TRANSFER TO CHECKING ACCOUNT					
					$0.00
		Balance		12/31/2016	$53,712.63
	**********	**********		**********	**********
CAPITAL IMPROVEMENTS					
	Erick Jensen	foundation repairs/parging			$4,300.00

LOUIS BENNETT PUBLIC LIBRARY

FINANCIAL REPORT

December, 2016

CHECKBOOK BALANCE	12/1/2016	$13,796.58
RECEIPTS AND DEPOSITS		$7,109.58

		$20,906.16
DISBURSEMENTS		$10,974.30

CHECKBOOK BALANCE	12/31/2016	$9,931.86

RECEIPTS AND DEPOSITS

December, 2016

WVLC Grant-in-Aid	
Donations	$120.00
Lewis County Commission-hotel/motel tax	$6,775.56
Copies	$129.40
FAX	$82.00
Fines	$1.90
Interest on checking account	$0.72
CD interest	
Friends	
Lewis County Bd of Education-levy	

TOTAL	$7,109.58
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LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES
December, 2016

CONTRACTURAL SERVICES		
1. TELEPHONE		
A. Frontier	$131.76	
B. AT&T		
TOTAL	----------	$131.76
2. UTILITIES		
A. Weston Sanitary Board	$23.69	
B. WV-American Water		
C. Dominion Hope	$172.00	
D. Mon Power	$200.48	
TOTAL		$396.17
3. MAINTENANCE		
A. UniFirst Corporation-mats	$94.70	
B. Dodson Pest Control	$45.00	
TOTAL		$139.70
4. OTHER		
A. John E Law CPA,A.C.-12/16 acctg	$204.00	
TOTAL		$204.00
TOTAL CONTRACTURAL SERVICES		$871.63
COMMODITIES		
1. BOOKS/PERIODICALS		
A. Ingram Library Services-books	$799.11	
		$799.11
2. VIDEO/AUDIO		
TOTAL		$0.00
		$799.11

LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES
December, 2016

3. SUPPLIES		
A. DEMCO-library supplies	$132.85	
B. Xerox-meter usage 1021-11/21	$41.69	
C. Postmaster-postage 100 .47 stamps	$47.00	
TOTAL		$221.54
4. OTHER		
TOTAL		$0.00
TOTAL COMMODITIES		$221.54
SALARIES & FRINGES		$9,082.02
TOTAL DISBURSEMENTS		$10,974.30

LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES BUDGET STATUS
FISCAL YEAR JUNE, 2017

	FY Budget	CURRENT December, 2016 Expenditures	YEAR TO DATE 12/31/2016	BUDGET Status 6/30/2017
WAGES & BENEFITS				
WAGES	$74,697.00	$6,251.02	$37,477.52	$37,219.48
SOCIAL SECURITY	$5,000.00	$478.20	$2,864.20	$2,135.80
HOSPITALIZATION	$19,007.00	$1,117.80	$7,916.80	$11,090.20
RETIREMENT	$8,155.00	$609.00	$3,774.52	$4,380.48
UNEMPLOYMENT	$700.00		$320.62	$379.38
BRICKSTREET	$2,000.00		$600.00	$1,400.00
WV RETIREE TRUST	$4,000.00	$626.00	$3,504.00	$496.00
TOTAL	$113,559.00	$9,082.02	$56,457.66	$57,101.34
LIBRARY MATERIALS				
BOOKS	$20,000.00	$799.11	$9,731.21	$10,268.79
AUDIOVISUALS	$2,000.00		$700.54	$1,299.46
PERIODICALS/NEWSPAPE	$400.00		$332.46	$67.54
TOTAL	$22,400.00	$799.11	$10,764.21	$11,635.79
UTILITIES/TELEPHONE	$10,000.00	$527.93	$3,839.12	$6,160.88
BUILDING REPAIRS/MAIN	$20,665.00	$139.70	$19,441.33	$1,223.67
INSURANCE	$126.00		$126.00	$0.00
POSTAGE/FREIGHT	$200.00		$47.00	$153.00
OFFICE SUPPLIES	$3,500.00	$88.69	$1,741.34	$1,758.66
LIBRARY SUPPLIES	$4,500.00	$132.85	$393.57	$4,106.43
PROGRAMMING	$1,200.00		$699.00	$501.00
TRAVEL	$600.00		$475.27	$124.73
MEMBERSHIP DUES	$50.00			$50.00
TECHNOLOGY	$4,000.00			$4,000.00
MAINT CONT (COPIER/FAX				$0.00
ACCOUNTING/AUDIT	$5,000.00	$204.00	$1,510.00	$3,490.00
CONTINUING EDUCATION	$400.00		$110.00	$290.00
TOTAL	$50,241.00	$1,093.17	$28,382.63	$21,858.37
TOTAL BUDGET	$186,200.00	$10,974.30	$95,604.50	$90,595.50

MAIN STAY FUNDS			057-55004287	12/31/16	$12,057.83
FEDERATED EQUITY INCOME FUND A				09/30/16	$57,982.23
		NASDAQ:LEIFX			---
					$70,040.06
					==========
	**********				
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		
	7/15/2016		$26.11 $26.11		
	10/4/2016		$26.39		
	To date Interest			$22,296.03	
	**********				
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	$33.42	
			9/30/2016	$33.80	
			12/31/2016	$33.83	$134.45
					$53,712.63
TRANSFER TO CHECKING ACCOUNT					
					$0.00
		Balance		6/30/2016	$53,712.63
	**********	**********		**********	**********
CAPITAL IMPROVEMENTS					
	Erick Jensen	foundation repairs/parging			$4,300.00

LOUIS BENNETT PUBLIC LIBRARY

FINANCIAL REPORT

November, 2016

CHECKBOOK BALANCE	11/1/2016	$26,368.39
RECEIPTS AND DEPOSITS		$5,933.71

		$32,302.10
DISBURSEMENTS		$18,505.52

CHECKBOOK BALANCE	11/30/2016	$13,796.58

RECEIPTS AND DEPOSITS

November, 2016

WVLC Grant-in-Aid	
Donations	$40.00
Lewis County Commission-hotel/motel tax	$5,660.63
Copies	$106.40
FAX	$101.50
Fines	$24.15
Interest on checking account	$1.03
CD interest	
Friends	
Lewis County Bd of Education-levy	

TOTAL	$5,933.71
	==========

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LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES
November, 2016

CONTRACTURAL SERVICES			
1. TELEPHONE			
A. Frontier	$134.31		
B. AT&T			
TOTAL	----------	$134.31	
2. UTILITIES			
A. Weston Sanitary Board	$23.69		
B. WV-American Water	$32.65		
C. Dominion Hope	$172.00		
D. Mon Power	$210.56		
TOTAL		$438.90	
3. MAINTENANCE			
A. UniFirst Corporation-mats	$94.70		
B. Messenger's BackFlow Service	$200.00		
C. Weather Service	$342.00		
D. Erick Jensen-entrance steps/downspouts	$4,668.00		
F. Dodson Pest Control	$90.00		
TOTAL		$5,394.70	
4. OTHER			
A. John E Law CPA,A.C.-11/16 acctg	$204.00		
TOTAL		$204.00	
TOTAL CONTRACTURAL SERVICES		$6,171.91	
COMMODITIES			
1. BOOKS/PERIODICALS			
A. Ingram Library Services-books	$793.68		
B. Children's Plus-books	$1,444.30		
		$2,237.98	
2. VIDEO/AUDIO			
A. MicroMarketing-DVDs	$91.57		
TOTAL		$91.57	
		$2,329.55	

LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES
November, 2016

3. SUPPLIES		
A. DEMCO-library supplies	$113.49	
B. Xerox-meter usage 9/21-10/21	$43.08	
C. R D Wilson Sons & Co	$85.82	
TOTAL		$242.39
4. OTHER		
A. United Bank-safe deposit box	$35.00	
TOTAL		$35.00
TOTAL COMMODITIES		$277.39
SALARIES & FRINGES		$9,726.67
TOTAL DISBURSEMENTS		$18,505.52

LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES BUDGET STATUS
FISCAL YEAR JUNE, 2017

	FY Budget	CURRENT November, 2016 Expenditures	YEAR TO DATE 11/30/2016	BUDGET Status 6/30/2017
WAGES & BENEFITS				
WAGES	$74,697.00	$6,516.14	$31,226.50	$43,470.50
SOCIAL SECURITY	$5,000.00	$498.49	$2,386.00	$2,614.00
HOSPITALIZATION	$19,007.00	$1,117.80	$6,799.00	$12,208.00
RETIREMENT	$8,155.00	$639.24	$3,165.52	$4,989.48
UNEMPLOYMENT	$700.00		$320.62	$379.38
BRICKSTREET	$2,000.00	$329.00	$600.00	$1,400.00
WV RETIREE TRUST	$4,000.00	$626.00	$2,878.00	$1,122.00
TOTAL	$113,559.00	$9,726.67	$47,375.64	$66,183.36
LIBRARY MATERIALS				
BOOKS	$20,000.00	$2,237.98	$8,932.10	$11,067.90
AUDIOVISUALS	$2,000.00	$91.57	$700.54	$1,299.46
PERIODICALS/NEWSPAPE	$400.00		$332.46	$67.54
TOTAL	$22,400.00	$2,329.55	$9,965.10	$12,434.90
UTILITIES/TELEPHONE	$10,000.00	$573.21	$3,311.19	$6,688.81
BUILDING REPAIRS/MAIN	$20,665.00	$5,394.70	$19,301.63	$1,363.37
INSURANCE	$126.00		$126.00	$0.00
POSTAGE/FREIGHT	$200.00		$47.00	$153.00
OFFICE SUPPLIES	$3,500.00	$163.90	$1,652.65	$1,847.35
LIBRARY SUPPLIES	$4,500.00	$113.49	$260.72	$4,239.28
PROGRAMMING	$1,200.00		$699.00	$501.00
TRAVEL	$600.00		$475.27	$124.73
MEMBERSHIP DUES	$50.00			$50.00
TECHNOLOGY	$4,000.00			$4,000.00
MAINT CONT (COPIER/FAX				$0.00
ACCOUNTING/AUDIT	$5,000.00	$204.00	$1,306.00	$3,694.00
CONTINUING EDUCATION	$400.00		$110.00	$290.00
TOTAL	$50,241.00	$6,449.30	$27,289.46	$22,951.54
TOTAL BUDGET	$186,200.00	$18,505.52	$84,630.20	$101,569.80

MAIN STAY FUNDS			057-55004287	09/30/16	$12,026.29
FEDERATED EQUITY INCOME FUND A				09/30/16	$53,954.86
		NASDAQ:LEIFX			----------
					$65,981.15
					==========
	**********				
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		
	7/15/2016		$26.11 $26.11		
	10/4/2016		$26.39		
	To date Interest			$22,296.03	
	**********				
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	$33.42	
			9/30/2016	$33.80	
			12/31/2016		$100.62
					$53,678.80
TRANSFER TO CHECKING ACCOUNT					
					$0.00
		Balance		6/30/2016	$53,678.80
	**********	**********		**********	**********
CAPITAL IMPROVEMENTS					
	Erick Jensen	foundation repairs/parging			$4,300.00

LOUIS BENNETT PUBLIC LIBRARY
FINANCIAL REPORT
October 31, 2016

CHECKBOOK BALANCE	10/1/2016	$11,931.67
RECEIPTS AND DEPOSITS		$37,974.45

		$49,906.12
DISBURSEMENTS		$23,537.73

CHECKBOOK BALANCE	10/31/2016	$26,368.39

RECEIPTS AND DEPOSITS
October, 2016

WVLC Grant-in-Aid	$20,851.00
Donations	$45.00
Lewis County Commission-hotel/motel tax	$6,703.02
Copies	$209.75
FAX	$131.00
Fines	$7.35
Interest on checking account	$0.94
CD interest	$26.39
Friends	
Lewis County Bd of Education-levy	$10,000.00

TOTAL	$37,974.45
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LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES
October, 2016

CONTRACTURAL SERVICES		
1. TELEPHONE		
A. Frontier	$135.63	
B. AT&T	$6.59	
TOTAL	----------	$142.22
2. UTILITIES		
A. Weston Sanitary Board	$31.25	
B. WV-American Water	$31.46	
C. Dominion Hope	$172.00	
D. Mon Power	$282.41	
TOTAL		$517.12
3. MAINTENANCE		
A. UniFirst Corporation-mats	$142.05	
B. Aaron's Business Solutions-tele system	$3,770.00	
C. Hull's Contracting	$350.00	
D. WalMart-	$703.57	
E. Southern States-maint	$9.49	
F. Dodson Pest Control	$45.00	
TOTAL		$5,020.11
4. OTHER		
A. John E Law CPA,A.C.-10/16 acctg	$347.00	
C. Karen H Enderle-travel WVLA conf	$475.27	
TOTAL		$822.27
TOTAL CONTRACTURAL SERVICES		$6,501.72
COMMODITIES		
1. BOOKS/PERIODICALS		
A. Ingram Library Services-books	$944.81	
B. Children's Plus, Inc.-books	$1,938.30	
C. Better Homes & Gardens-books	$35.94	
D. Book Page-periodical sub	$30.00	
		$2,949.05
2. VIDEO/AUDIO		
TOTAL		$0.00
		$2,949.05

LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES
October, 2016

3. SUPPLIES		
A. Office Depot	$136.30	
B. Xerox-meter usage 8/20-9/21	$31.71	
C. R D Wilson Sons & Co	$130.37	
D. J P Jay Assocaites-shelving	$337.20	
TOTAL		$635.58
4. OTHER		
TOTAL		$0.00
TOTAL COMMODITIES		$635.58
SALARIES & FRINGES		$9,151.38
TOTAL DISBURSEMENTS		$19,237.73

LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES BUDGET STATUS
FISCAL YEAR JUNE, 2017

	FY Budget	CURRENT October, 2016 Expenditures	YEAR TO DATE 10/31/2016	BUDGET Status 6/30/2017
WAGES & BENEFITS				
WAGES	$74,697.00	$6,112.16	$24,710.36	$49,986.64
SOCIAL SECURITY	$5,000.00	$464.75	$1,887.51	$3,112.49
HOSPITALIZATION	$19,007.00	$1,117.80	$5,681.20	$13,325.80
RETIREMENT	$8,155.00	$697.38	$2,526.28	$5,628.72
UNEMPLOYMENT	$700.00	$133.29	$320.62	$379.38
BRICKSTREET	$2,000.00		$271.00	$1,729.00
WV RETIREE TRUST	$4,000.00	$626.00	$2,252.00	$1,748.00
TOTAL	$113,559.00	$9,151.38	$37,648.97	$75,910.03
LIBRARY MATERIALS				
BOOKS	$20,000.00	$2,919.05	$6,694.12	$13,305.88
AUDIOVISUALS	$2,000.00		$608.97	$1,391.03
PERIODICALS/NEWSPAPE	$400.00	$30.00	$332.46	$67.54
TOTAL	$22,400.00	$2,949.05	$7,635.55	$14,764.45
UTILITIES/TELEPHONE	$10,000.00	$659.34	$2,737.98	$7,262.02
BUILDING REPAIRS/MAIN	$20,665.00	$5,020.11	$13,906.93	$6,758.07
INSURANCE	$126.00		$126.00	$0.00
POSTAGE/FREIGHT	$200.00		$47.00	$153.00
OFFICE SUPPLIES	$3,500.00	$635.58	$1,488.75	$2,011.25
LIBRARY SUPPLIES	$4,500.00		$147.23	$4,352.77
PROGRAMMING	$1,200.00		$699.00	$501.00
TRAVEL	$600.00	$475.27	$475.27	$124.73
MEMBERSHIP DUES	$50.00			$50.00
TECHNOLOGY	$4,000.00			$4,000.00
MAINT CONT (COPIER/FAX				$0.00
ACCOUNTING/AUDIT	$5,000.00	$347.00	$1,102.00	$3,898.00
CONTINUING EDUCATION	$400.00		$110.00	$290.00
TOTAL	$50,241.00	$7,137.30	$20,840.16	$29,400.84
TOTAL BUDGET	$186,200.00	$19,237.73	$66,124.68	$120,075.32

MAIN STAY FUNDS			057-55004287	09/30/16	$12,026.29
FEDERATED EQUITY INCOME FUND A				09/30/16	$53,954.86
		NASDAQ:LEIFX			---
					$65,981.15
					==========
	**********				
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		
	7/15/2016		$26.11 $26.11		
	10/4/2016		$26.39		
	To date Interest			$22,296.03	
	**********				
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	$33.42	
			9/30/2016	$33.80	
			12/31/2016		$100.62
					$53,678.80
TRANSFER TO CHECKING ACCOUNT					
					$0.00
		Balance		6/30/2016	$53,678.80
	**********	**********		**********	**********
CAPITAL IMPROVEMENTS					
	Erick Jensen	foundation repairs/parging			$4,300.00

LOUIS BENNETT PUBLIC LIBRARY
FINANCIAL REPORT
September 30,2016

CHECKBOOK BALANCE	9/1/2016	$19,921.99
RECEIPTS AND DEPOSITS		$7,164.64

		$27,086.63
DISBURSEMENTS		$15,154.96

CHECKBOOK BALANCE	9/30/2016	$11,931.67

RECEIPTS AND DEPOSITS
September, 2016

WVLC Grant-in-Aid	
Donations	$20.00
Lewis County Commission-hotel/motel tax	$6,879.29
Copies	$125.00
FAX	$111.00
Fines	$15.40
Interest on checking account	$0.75
CD interest	
Friends	
Lewis County Bd of Education-levy	
US Treas-Payroll tax refund	$13.20

TOTAL	$7,164.64
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LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES
September, 2016

CONTRACTURAL SERVICES			
1. TELEPHONE			
A. Frontier		$134.50	
B. AT&T		$6.02	
	TOTAL	----------	$140.52
2. UTILITIES			
A. Weston Sanitary Board		$28.39	
B. WV-American Water		$36.86	
C. Dominion Hope		$172.00	
D. Mon Power		$362.27	
	TOTAL		$599.52
3. MAINTENANCE			
A. UniFirst Corporation-mats		$47.35	
B. Erick Jensen-shampoo carpet/panic bar		$2,199.00	
C. Basement Systems of WV-annual maint		$187.80	
	TOTAL		$2,434.15
4. OTHER			
A. John E Law CPA,A.C.-09/16 acctg		$272.00	
	TOTAL		$272.00
TOTAL CONTRACTURAL SERVICES			$3,446.19
COMMODITIES			
1. BOOKS/PERIODICALS			
A. Ingram Library Services-books		$1,046.68	
B. Mason Crest-books		$1,135.55	
			$2,182.23
2. VIDEO/AUDIO			
A. MicroMarketing-DVDs		$302.05	
TOTAL			$302.05
			$2,484.28

LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES
September, 2016

3. SUPPLIES		
A. Xerox-usage 07/30-08/20	$47.77	
B. DEMCO-library supplies	$79.18	
C. Office Depot-office supplies	$372.31	
D. Postmaster-postage	$47.00	
TOTAL		$546.26
4. OTHER		
TOTAL		$0.00
TOTAL COMMODITIES		$546.26
SALARIES & FRINGES		$8,678.23
TOTAL DISBURSEMENTS		$15,154.96

LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES BUDGET STATUS
FISCAL YEAR JUNE, 2017

	FY Budget	CURRENT September,2016 Expenditures	YEAR TO DATE 9/30/2016	BUDGET Status 6/30/2017
WAGES & BENEFITS				
WAGES	$74,697.00	$5,880.89	$18,598.20	$56,098.80
SOCIAL SECURITY	$5,000.00	$449.89	$1,422.76	$3,577.24
HOSPITALIZATION	$19,007.00	$1,117.80	$4,563.40	$14,443.60
RETIREMENT	$8,155.00	$603.65	$1,828.90	$6,326.10
UNEMPLOYMENT	$700.00		$187.33	$512.67
BRICKSTREET	$2,000.00		$271.00	$1,729.00
WV RETIREE TRUST	$4,000.00	$626.00	$1,626.00	$2,374.00
TOTAL	$113,559.00	$8,678.23	$28,497.59	$85,061.41
LIBRARY MATERIALS				
BOOKS	$20,000.00	$2,182.23	$3,775.07	$16,224.93
AUDIOVISUALS	$2,000.00	$302.05	$608.97	$1,391.03
PERIODICALS/NEWSPAPE	$400.00		$302.46	$97.54
TOTAL	$22,400.00	$2,484.28	$4,686.50	$17,713.50
UTILITIES/TELEPHONE	$10,000.00	$740.04	$2,078.64	$7,921.36
BUILDING REPAIRS/MAIN	$20,665.00	$2,434.15	$8,886.82	$11,778.18
INSURANCE	$126.00		$126.00	$0.00
POSTAGE/FREIGHT	$200.00	$47.00	$47.00	$153.00
OFFICE SUPPLIES	$3,500.00	$420.08	$853.17	$2,646.83
LIBRARY SUPPLIES	$4,500.00	$79.18	$147.23	$4,352.77
PROGRAMMING	$1,200.00		$699.00	$501.00
TRAVEL	$600.00			$600.00
MEMBERSHIP DUES	$50.00			$50.00
TECHNOLOGY	$4,000.00			$4,000.00
MAINT CONT (COPIER/FAX				$0.00
ACCOUNTING/AUDIT	$5,000.00	$272.00	$755.00	$4,245.00
CONTINUING EDUCATION	$400.00		$110.00	$290.00
TOTAL	$50,241.00	$3,992.45	$13,702.86	$36,538.14
TOTAL BUDGET	$186,200.00	$15,154.96	$46,886.95	$139,313.05

MAIN STAY FUNDS			057-55004287	09/30/16	$12,026.29
FEDERATED EQUITY INCOME FUND A				09/30/16	$53,954.86
		NASDAQ:LEIFX			---
					$65,981.15
					==========
	**********				
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		
	7/15/2016		$26.11 $26.11		
	To date Interest			$22,269.64	
	**********				
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	$33.42	
			9/30/2016	$33.80	
			12/31/2016		$100.62
					$53,678.80
TRANSFER TO CHECKING ACCOUNT					
					$0.00
		Balance		6/30/2016	$53,678.80
	**********	**********		**********	**********
CAPITAL IMPROVEMENTS					

FEB 2017 MILEAGE REQUEST

UNIT LIC.

150 Gissy 6LB698 / 14 CHARGER 20,537

151 Hyre Temp / 14 EXPLORER 36,661

152 Moneypenny 3170 / 13 POLICE INTERCEPTOR 54,744

153 Carpenter 3169 / 13 POLICE INTERCEPTOR 64,665

154 Moran 1643 / 11 TAHOE 59,791

155 Lopez 1910 / 13 POLICE INTERCEPTOR 47,141

156 Tonkin 1234 / 13 POLICE INTERCEPTOR 33,215

157 Clark 2824 / 11 TAHOE 86,963

158 Hendershot 2829 / 11 TAHOE 71,983

159 Carey 2726 / 11 TAHOE 142,763

160 Hummel 2966 / 12 CAPRICE 76,155

162 VanMeter 1232 / 07 CROWN VIC 91,454

170 Cayton 3184 / 09 RAM TRK 116,982

171 Kirkpatrick 2727 / 10 TAHOE 98,261

Spare 2511 / 07 CROWN VIC 115,510

174 Bush 1233 / 10 DODGE NITRO 31,511

1500 Deputy Reserves 1696 / 03 DURANGO 122,162

2868 / 10 TAHOE 116,748

Spare 2001 JEEP NO CHANGE

2007 Chevy Sub. 74,157

1995 JEEP CHEROKEE NO CHANGE

There have been a number of vehicle reassignments. Need actual mileage from each unit.

Thank You

Jane Lew Public Service District

Regular Meeting March 09, 2017

~~ Public Board Meeting Agenda ~~

1. Call to Order
2. Minutes (02/09/17)
3. General Manager's February Reports (Gee)
   A. WATER:
      1. Water Bills
      2. Water Treasury Report
      3. Water Adjustments Report
      4. Water Purchase, Sales & Loss Report
      5. Water Preventive Maintenance Report
      6. Water Repairs Report *(fixing unplanned breakdowns)*
      7. Leak Detection Report
      8. Cross Connections/Backflow Report
      9. New Taps (non-project)
      10. Other

   B. WASTEWATER:
      1. Wastewater Bills
      2. Wastewater Treasury Report
      3. Wastewater Adjustments Report
      4. Wastewater Treatment Purchase & Sales Report
      5. Wastewater Preventive Maintenance Report
      6. Wastewater Repairs Report *(fixing unplanned breakdowns)*
      7. I & I Report
      8. New Taps (non-project)
      9. Other
4. Announcements:
5. Correspondence:

~~ OLD BUSINESS ~~

6. Update: Phase II Sewer Upgrade - *Case # 09-1043-PSD-42T-PC-PW-CN* (Gee)
7. Update: Pending Extensions and Road Bores (Gee)
8. Update: PSD Policies and Job Descriptions (Flaxer)
9. Update: Personnel (Gee)
10. Update: 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)

~~ NEW BUSINESS ~~

11. Late-Received Agenda Items (Gee)
12. Adjournment

LEWIS-GILMER E-911 YEARLY TOTALS

CAD #	DATE 2017	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTALS
	LEWIS COUNTY													
15	LEWIS SHERIFF	574	587											1161
10	WESTON PD	237	274											511
250	LEWIS DPS	96	66											162
230	LEWIS DNR	18	18											36
208	LEWIS EMS	250	228											478
201	WESTON FD	32	30											62
202	JANE LEW FD	29	17											46
203	PRICETOWN FD	3	11											14
204	WALKERSVILLE FD	15	15											30
205	JACKSON MILL FD	10	14											24
206	MIDWAY FD	2	3											5
	ANIMAL CONTROL	70	69											139
	DOGS PICKED UP	28	13											41
	OTHERS PICKED UP		55											55
													Total	2668
	GILMER COUNTY													
104	GILMER SHERIFF	92	66											158
102	GLENVILLE PD	114	101											215
103	CAMPUS PD	8	10											18
150	GILMER DPS	132	73											205
130	GILMER DNR	30	12											42
175	GILMER EMS	68	86											154
101	GLENVILLE FD	10	15											25
105	NORMANTOWN FD	0	3											3
106	SAND FORK FD	8	10											18
107	CEDARVILLE FD	0	2											2
108	TROY FD	1	6											7
	ANIMAL CONTROL	4	4											8
													Total	855
	Total by Month	1831	1788	0	0	0	0	0	0	0	0	0	0	

DATE 2017	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTALS
**********													
PICKENS COUNTY	4	4											8
PICKENS OWNER	2	5											7
PICKENS SERVICE	2	1											3
PICKENS TOTAL	8	10											18
M & J COUNTY	4	4											8
M & J OWNER	1	2											3
M & J SERVICE	2	1											3
M & J LARGE	0	0											0
M & J TOTAL	7	7											14
HITT'S COUNTY	5	4											9
HITT'S OWNER	1	0											1
HITT'S SERVICE	1	2											3
HITT'S TOTAL	7	6											13
LIPP'S COUNTY	4	4											8
LIPP'S OWNER	3	0											3
LIPP'S SERVICE	1	1											2
LIPP'S LARGE	1	0											1
LIPP'S TOTAL	9	5											14
QUALITY COUNTY	3	4											7
QUALITY OWNER	1	1											2
QUALITY SERVICE	0	2											2
QUALITY TOTAL	4	7											11
TOLANDS COUNTY	4	4											8
TOLANDS OWNER	1	2											3
TOLANDS SERVICE	1	0											1
TOLANDS TOTAL	6	6											12
GILMER COUNTY	0	0											
TOWING OWNERS													0
GLEN- AUTO COUNTY	12	4											16
GLEN- AUTO OWNERS	1	5											6
GLEN- AUTO SERVICE	1	0											1
GLEN- AUTO TOTALS	14	9											23
A and S COUNTY	3	2											5
A and S OWNERS	2	0											2
A and S SERVICE	0	0											0
A and S TOTAL	5	2											7

2017 LEWIS-GILMER E-911 TELETYPE REPORT

LEWIS		JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JULY.	AUG.	SEP.	OCT.	NOV.	DEC.	TOTAL
COUNTY	10-27	414	502											916
	10-28	401	497											898
	III & CIB	266	331											597
	OTHER	23	10											33
	DVP	21	33											54
CITY	10-27	168	253											421
	10-28	149	171											320
	III & CIB	32	32											64
	OTHER	9	5											14
	DVP	1	13											14
STATE	10-27	95	38											133
	10-28	44	26											70
	III & CIB	11	2											13
	OTHER	6	0											6
	DVP	3	8											11
DNR	10-27	18	14											32
	10-28	9	13											22
	III & CIB	14	7											21
	OTHER	0	0											0
	DVP	9	2											11
PROSECUTOR	10-27	19	21											40
	10-28	0	0											0
	III & CIB	41	40											81
	OTHER	0	0											0
	DVP	0	0											0
ADULT PROB	10-27	0	16											16
	10-28	0	0											0
	III & CIB	6	44											50
	OTHER	6	1											7
	DVP	0	19											19
JUV PROB	10-27	0	0											0
	10-28	0	0											0
	III & CIB	0	0											0
	OTHER	0	0											0
	DVP	0	0											0

2017 LEWIS-GILMER E-911 TELETYPE REPORT

LEWIS					TOTAL
SWJS PARK	10-27	0	0		0
	10-28	0	0		0
	III & CIB	0	0		0
	OTHER	0	0		0
	DVP	0	0		0
DAY REPORT	10-27	4	1		5
	10-28	0	0		0
	III & CIB	15	0		15
	OTHER	26	3		29
	DVP	0	0		0
				TOTAL TRANSACTIONS	3912

2017 LEWIS-GILMER E-911 TELETYPE REPORT

GILMER		JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JULY.	AUG.	SEP.	OCT.	NOV.	DEC.	TOTAL
COUNTY	10-27	30	57											87
	10-28	37	50											87
	III & CIB	45	94											139
	OTHER	0	5											5
CITY	10-27	70	60											130
	10-28	81	61											142
	III & CIB	22	14											36
	OTHER	4	0											4
STATE	10-27	54	35											89
	10-28	115	38											153
	III & CIB	20	5											25
	OTHER	3	3											6
DNR	10-27	30	32											62
	10-28	75	14											89
	III & CIB	0	0											0
	OTHER	1	7											8
PROSECUTOR	10-27	0	3											3
	10-28	0	1											1
	III & CIB	16	15											31
	OTHER	2	0											2
CAMPUS	10-27	1	1											2
	10-28	108	25											133
	III & CIB	4	2											6
	OTHER	2	0											2
													Total Transactions	1242

Nancy Colburn
20 Kitson St
Weston, WV 26452

February 13, 2017

Lewis County Commission
Lewis County Courthouse
108 Center Avenue
Weston, WV 26452

Dear Commissioners:

At the Louis Bennett Public Library Board of Trustees meeting today I informed the board of my need to resign as a board member. I have enjoyed my years as a board member serving the library.

Sincerely,

Nancy G. Colburn

Nancy Colburn

Louis Bennett Public Library
148 Court Avenue
Weston, WV 26452

February 28, 2017

Lewis County Commission
110 Center Avenue
Weston, WV 26452

Dear Commissioners:

The Louis Bennett Public Library Board of Trustees met on February 28, 2017 and the Board discussed a new library trustee appointment to fill the unexpired term of Nancy Colburn. Nancy Colburn resigned from the library board on February 13, 2017. The Board voted to recommend the appointment of Mr. David Bush of 323 E. First St, Weston, WV 26452 and his telephone number is 304-554-1549. Thank you very much for your attention to this matter.

Sincerely,

Karen H Enderle

Karen H. Enderle
Library Director

Software Systems Incorporated

IBM Business Partner

23 South University Avenue, Morgantown, WV 26508 Phone (304) 292-2568 FAX (304) 292-9836

February 22, 2017

Lewis County Commission
Cindy Whetsell, County Administrator
110 Center Avenue
Weston, WV 26452

Dear Ms. Whetsell,

Software Systems, Inc. monitors the hardware and software maintenance contracts that you have with IBM on your AS/400, also called an IBM System i. These are separate from the contracts you have with us for your applications. Your 8202-E4C serial number 000076CDT, which was installed in May 2013 has a hardware and software contract that is due to expire on **May 15, 2017**. The cost for a 1 year renewal is $3,089.38. The cost for a 3 year renewal is $8,748.08 – a savings of more than $520.06.

Your hardware came with an initial warranty, and may have had extended maintenance as part of the original purchase. The hardware contract on your AS/400 ensures that IBM will replace any failing component. It is essential that you keep this contract up to date. The charges to have IBM perform a repair if you are not covered by a current contract, are computed on an hourly basis (plus parts), and are extremely high.

The software contract noted here is for the operating system and all the IBM licensed programs. Maintaining a current software contract provides you with support for software defects, updates for problems IBM has identified elsewhere, and also allows you to upgrade to new releases of the operating system without additional charges from IBM. In addition, when it's time to upgrade to a new AS/400, a current software contract ensures that you are entitled to "upgrade" pricing on the operating system for the new AS/400. In many cases, this translates to a zero cost for the operating system on the new AS/400. If you do not have a current software maintenance contract, you will be charged full price for the new operating system on a new AS/400. Also, once a software maintenance contract has expired, IBM will impose a "currency" charge to have the contract reinstated. This charge generally exceeds what the associated monthly amount would have been to keep the original contract in place.

Your attention to this matter is important. Please, sign, date, and return if you wish to renew your IBM Maintenance Contract. It takes some time to prepare the contract renewal and obtain the necessary signatures, so you should act on this as quickly as possible.

Software Systems wants to make every effort to maintain a productive work environment for Lewis County. The typical life cycle for an IBM AS/400 is 3-7 years. At this time, Lewis County's system has been installed for 4 years. If the system has had failures or users are experiencing slow response times or system downtime, please contact Software Systems to evaluate replacing the system.

If you have any questions or need more information, please let us know.

Sincerely,

Rose Perroots

Software Systems, Inc.
(304)-292-2568

Please renew my IBM Maintenance Contract for:

One Year ☐ $3,089.38 on 8202-E4C S/N: 000076CDT

_____ _____

Authorized Signature Date

Three Years ☐ $8,748.08 on 8202-E4C S/N: 000076CDT

_____ _____

Authorized Signature Date

TIME SHEET

Employee: **Lucinda A. Whetsell** Month: **February** **2017**

Prior Pd Hrs	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Overtime / Total Hours
				1	2	3	4	4
		8	8	12	8	8		40
	5	6	7	8	9	10	11	1
		9	8	8	8	8		40
	12	13	14	15	16	17	18	6
	4	8	8	8	10	8		40
	19	20	21	22	23	24	25	2
		8 H	8	8	10	8		40
	26	27	28					0
		8	8					16
								0
								0

Legend:
- H Holiday
- S Sick
- V Vacation
- CU Comp Used

Regular Hours	176
Overtime	13
Reg Rate Overtime	
Vacation Hours	
Sick Hours	
Comp Earned @ Str	
Comp Earned @ 1.5	
Comp Used	
Total Hours	189

	Annual Leave	Comp Time	Sick Leave
Brought Forward	92	102.5	2346.25
Earned This Month	12	19.5	8
Used This Month	0	0	0
Balance Forward	104	122	2354.25

Employer Signature:	Employee Signature: L Whetsell