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

LEWIS COUNTY COMMISSION
110 CENTER AVENUE, 2nd FLOOR
WESTON, WV 26452
AMENDED AGENDA
MONDAY, APRIL 3, 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 30, 2017 upon request. (*action required)*

APPOINTMENTS

3. **10:15 AM Deanna Palmer, Lewis County Family Resource Network**
   RE: The Lewis County Family Resource Network requests the Lewis County Commission issue a Proclamation for Child Abuse Awareness Month. Additionally, the Commission will be asked to recess the meeting to raise a flag symbolizing Child Abuse Awareness Month. *(action required)*
4. **10:30 AM HOPE, Incorporated**
   RE: HOPE, Incorporated requests the Lewis County Commission issue a Proclamation for Sexual Assault Awareness Month. *(action required)*

CORRESPONDENCE

5. **Upshur County Commission Meeting Agenda:** Upshur County Commission Meeting Agenda for March 30, 2017 is presented for review. (*information only*)
6. **Lewis County Parks and Recreation Meeting Agenda and Minutes:** Agenda for the March 27, 2017 Lewis County Parks and Recreation Board Meeting and Minutes of the February 27, 2017 meeting. (*information only)*

BUSINESS

7. **Board(s) and Committee(s) Reports:** Reports by Commissioners of any board(s) or committee(s) attended including: Lewis County Park Board Meeting; Lewis County Chamber luncheon; County Commissioners Association of West Virginia legislative conference call. *(information only*)
8. **Fair Housing Resolution:** The Lewis County Commission is asked to execute a proclamation affirming that Lewis County is committed to fair housing and the West Virginia State Fair Housing Law, Title 49-3-305 MCA. (*action required)*
9. **Appointment of Lucinda A. Whetsell to the Region VII Planning and Development Council:** The Lewis County Commission is asked to consider the appointment of Lucinda A. Whetsell to the Region VII Planning and Development Council. The council needs to fill a county administrator position on the board. If approved, the Oath of Office will be administered. *(action required)*

10. **West Virginia Division of Culture and History Records Management and Preservation Grant Award Contract:** The Lewis County Commission is asked to execute a contract with the West Virginia Division of Culture and History Records Management and Preservation Grant. This grant will provide Lewis County Circuit Clerk's office $5,000.00 and the Lewis County Clerk's office $5,000.00 to scan and index county records. (*action required)*
11. **Resignation of Debra Hull, Lewis County Deputy Clerk:** Debra Hull, Lewis County Deputy Clerk submits a letter of resignation effective April 14, 2017. *(action required)*
12. **Resignation of Francis J. Lydon as a Member of the Lewis County Fire Board:** Francis J. Lydon submits a letter of resignation from the Lewis County Fire Board effective February8, 2017. *(action required)*
13. **Request for Consideration of Inter-Departmental Employee Transfer:** The Lewis County Clerk requests consideration of the transfer of the Assistant Chief Tax Deputy to the Book Keeping vacant position in her office. This employee will not be officially a part of the County Clerk's staff until April 16, 2017. (action required)
14. **Lewis County Economic Development Authority Resolution:** The Lewis County Commission is asked to execute a proclamation affirming that the Lewis County Economic Development Authority is the lead agency for economic development in Lewis County. *(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)*

Rick Stout	May 8, 9, 10, 11, 12, 15, 16, 17, 18 and May 19th, 2017 Compensatory Time
Lucinda Whetsell	March, 2017 Monthly Timesheet
Michael Herron	March, 2017 Monthly Timesheet

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 on Thursday, March 30, 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 30, 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 30, 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 30, 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.