

# COUNTY COMMISSION OF LEWIS COUNTY

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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 MEETING AGENDA  
TUESDAY, April 18, 2017**

**9:00 AM Laying of the Levy for the 2018 Fiscal Year**

The Lewis County Commission will meet in the Lewis County Clerk's Office prior to their regular meeting to set the levy rates for the 2018 Fiscal Year.

**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, April 13, 2017 upon request. (*action required*)

**APPOINTMENTS**

**3. 10:10 AM John Breen, Lewis County Assessor**

**RE: Establishing Lewis County Tax Maps On line**

Lewis County Assessor John Breen is requesting to put the Lewis County Tax Maps on line. The Assessor will pay for the initial startup costs. He requests the County Commission's assistance in funding the monthly fee. (*action required*)

**4. 10:20 AM Crystal Revis, Oath of Office**

Crystal Revis began employment as Lewis County Deputy Clerk on April 16, 2017. The oath office will be administered. (*action required*)

**CORRESPONDENCE**

**5. Upshur County Commission Meeting Agenda:** Upshur County Commission Meeting Agenda for April 13, 2017. (*information only*)

**6. Lewis-Gilmer Emergency 911 Monthly Addressing Report:** Lewis-Gilmer Emergency 911 Addressing Report for March 2017 including: number of calls; walk ins; addresses issued; mileage driven; and proof of addresses issued. (*information only*)

**7. Sheriffs Monthly Vehicle Report for March 2017:** Sheriff's Monthly Vehicle report February 2017 including mileage and maintenance for the fleet (*information only*)

**8. Jane Lew Public Service District Meeting Agenda:** Agenda for the Jane Lew Public Service District Meeting of March 9, 2017. (*information only*)

**9. Lewis County Sheriff's Monthly Settlement:** Sheriff's monthly settlement (reconciliation) of Lewis County financial accounts for March 2017. (*information only*)

**10. West Virginia Regional Jail and Correctional Facility Monthly Invoice:**

March 2017 monthly invoice for Lewis County inmates housed in the Regional Jail:  
1,486 days X \$48.25 per diem = \$71,699.50. (*information only*)

- 11. United State Federal Energy Regulatory Commission Notice of Revised Schedule for Environmental Review of the Mountain Valley Project:** Notice that the final environmental impact statement for the Mountain Valley Pipeline Project has been changed to June 23, 2017 with the Federal Authorization Decision Deadline being moved until September 21, 2017. (*information only*)

**BUSINESS**

- 12. Board(s) and Committee(s) Reports:** Reports by Commissioners of any board(s) or committee(s) attended including: Lewis Gilmer E911 Advisory Board; Lewis County Ambulance Authority. (*information only*)
- 13. Lewis County Park Request to Advertise for Temporary Summer Employment:** The Lewis County Park requests permission to advertise for temporary part time and summer employment for: life guards, concession workers, managers and maintenance staff. The Park reimburses the county for all expenses associated with these positions. (*action required*)
- 14. Lewis County General Fund-Fiscal Year 2017 Budget Revision:** The Lewis County Commission is asked to execute a budget revision for the Fiscal Year 2017 Budget. The following changes are requested:  
Revenues- increase wine and liquor tax. Decrease- rents and concession and fines, fees and court costs. Expenditures: Increase- Circuit Clerk, Sheriff-Treasurer, Statewide Computer Network, Regional Jail, Dog Warden. Decrease- Contingencies. (*action needed*)
- 15. Consideration of Retiree Health Care County Additional Subsidy Modifications:** The Lewis County Commission will discuss eliminating the additional supplement provided to retiree health care. Retiree's benefits are already subsidized by PEIA. This will not change but will only pertain to the additional subsidy the county provides. This would be for employees who retire after June 30, 2018 and will not impact current retirees or those retiring prior to this date. (*action required*)
- 16. Resignation of Lesley Slaughter as a Lewis Gilmer Enhanced 911 Telecommunicator:** Lesley Slaughter submits her letter of resignation as a Lewis Gilmer Enhanced 911 Telecommunicator effective April 7, 2017. (*action required*)
- 17. Lewis County Economic Development Authority Report:** Report of activities of the Lewis County Economic Development Authority by Director Michael Herron. (*information only*).
- 18. Timesheets and Leave Requests** (*action required*)  
Barbara Winans Thursday, April 20, 2017 Annual Leave

**ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:**

- 19. 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, April 13, 2017. (*action required*)
- 20. 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, April 13, 2017. (*action required*)
- 21. Presentation by County Clerk of the Orders of Prior Meeting(s) for consideration.** Draft copies will be available for review upon request Thursday, April 13, 2017. (*action required*)
- 22. Expenses for the current period presented for consideration of payment.**  
Draft copies will be available for review upon request Thursday, April 13, 2017. (*action required*)

**ADJOURNMENT:**

- 23. With no further action being required by the Lewis County Commission, the meeting will be adjourned.** (*action required*)

**1:00 PM Work Session                      Executive Session §6-9A-4**

**Lewis County Economic Development Authority Executive Committee**

The Lewis County Economic Development Authority Executive Committee has requested an executive session with the Lewis County Commission (per WV Code §6-9A-4) to discuss external funding options by the Economic Development Authority for the Lewis County Economic Development Authority Executive Director's Position. *(Action required to enter executive session and adjourn only. No decisions will be made in executive session.)*

**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.*