

COUNTY COMMISSION OF LEWIS COUNTY

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Commissioner

LEWIS COUNTY COMMISSION
110 CENTER AVENUE, 2nd FLOOR
WESTON, WV 26452
AMENDED MEETING AGENDA
MONDAY, May 8, 2017
10:00 AM

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, May 4, 2017 upon request. *(action required)*

APPOINTMENTS

- 3. 10:10 AM John Breen, Lewis County Assessor**
RE: Advise and Consent to Hire a Deputy Assessor
John Breen, Lewis County Assessor, requests advise and consent of the Lewis County Commission per West Virginia Code § 7-7-7 to hire Lindsey Gum as Deputy Assessor. This position is fill a vacancy created by retirement. *(action required)*
- 4. 10:15 AM Lewis County Community Educational Outreach Service (CEOS)**
RE: Proclamation for Community Educational Outreach Service Week
The Lewis County Commission is requested to execute a proclamation declaring May 21-27, 2017 as Community Educational Outreach Service Week in Lewis County. *(action required)*
- 5. 10:20 AM Nancy Justice, Lewis County Deputy County Clerk**
RE: Request to reduce Purchasing Card Number and Maximum Limits
The West Virginia State Auditor's Office has requested modifications to the maximum limits and number of purchasing cards issued to county employees. *(action required)*
- 6. 10:25 AM Proclamation Honoring Lewis County Firefighters Week**
The Lewis County Commission is requested to execute a proclamation declaring the week of May 8-12, 2017 be observed to honor Lewis County Firefighters. *(action required)*
- 7. 10:30 AM Open Bids for the Telephone System at the Lewis Gilmer Enhanced 911 Phone System**
The Lewis County Commission advertised for proposals for a telephone system for the Lewis Gilmer Enhanced 911 Center. Bids will be opened. *(action required)*

8. **10:45 AM Dannie Gum, American Legion Post 4**
RE: Proclamation to honor World War I Veterans
The Lewis County Commission is requested to execute a proclamation honoring World War I Veterans, especially those killed in action. *(action required)*
9. **10:50 AM Dannie Gum, American Legion Post 4**
RE: War Memorial Museum (Executive Session West Virginia Code §6-9A-4)
Mr. Gum requests an executive session per West Virginia Code §6-9A-4 with the Lewis County Commission to discuss the War Memorial Museum. The request for executive session is due to litigation/contract issues. *(action required)*

CORRESPONDENCE

10. **Upshur County Commission Meeting Agenda:** Upshur County Commission Meeting Agenda for Thursday, May 4, 2017. *(information only)*
11. **Shenandoah Cable Television, LLC Quarterly Franchise Fee:** Franchise fee payment for January, February and March 2017 in the amount of \$10,243.56 was received by Shenandoah Cable. Last quarter, the county received \$9,727.26. *(information only)*
12. **Notification of Federal Payment in Lieu of Taxes (PILT) Distribution to the Lewis County Board of Education:** The United States Department of the Interior has issued Payment in Lieu of taxes in the amount of \$1,454.57 to be allocated to the Lewis County Board of Education as a result of leasing of lands for flood control, navigation and allied purposes pursuant to West Virginia State Code §20-3-18. *(information only)*
13. **Sheriff's Monthly Vehicle Report:** Report of mileage for the Lewis County Sheriff's Department fleet at the end of April, 2017. *(information only)*

BUSINESS

14. **Board(s) and Committee(s) Reports:** Reports from Commissioners from any board(s) or Committee(s) meetings attended including: Lewis County Convention and Visitors Bureau; Day of Prayer Ceremony. *(information only)*
15. **Lewis County Community Educational Outreach Service Luncheon Invitation:** The Lewis County Community Educational Outreach Service invites the Lewis County Commission to their annual luncheon held at the Broad Street United Methodist Church at 12:10pm on Monday, May 22, 2017. RSVP is to be submitted to the WVU Lewis County Extension Office by May 17, 2017. *(action required)*
16. **West Virginia Department of Health and Human Service Community Work Experience Program Contracts:** The Lewis County Commission is asked to consider executing contracts with West Virginia Department of Health and Human Resources to allow workers enrolled in the Community Work Experience Program to be placed at the Lewis County Park and Lewis County Courthouse. *(action required)*
17. **Lewis County Economic Development Authority Report:** Report of activities of the Lewis County Economic Development Authority by Director Mike Herron. *(information only)*
18. **Timesheets and Leave Requests** *(action required)*

ACTIONS, SETTLEMENT OF ESTATES, 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 Thursday, May 4, 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, May 4, 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, May 4, 2017. *(action required)*

- 22. Expenses for the current period presented for consideration of payment:** Draft copies will be available for review upon request Thursday, May 4, 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.*