

COUNTY COMMISSION OF LEWIS COUNTY

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Weston, WV 26452
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Website: lewiscountywv.org



COMMISSIONERS

Patrick D. Boyle

President

Agnes Queen

Commissioner

Rod Wyman

Commissioner

**LEWIS COUNTY COMMISSION
MEETING AGENDA
110 CENTER AVENUE, 2nd FLOOR
WESTON, WV 26452
MONDAY, MAY 15, 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 11, 2017 upon request. (*action required*)

APPOINTMENTS

3. 10:10 AM **Proclamation for Lewis County Law Enforcement Appreciation Week**
The Lewis County Commission is asked to execute a proclamation honoring Lewis County Law Enforcement Officers during the week of May 14 through May 20, 2017. (*action required*)
4. 10:15 AM **Proclamation for Lewis County Emergency Services Appreciation Week**
The Lewis County Commission is asked to execute a proclamation honoring Lewis County Emergency Service providers during the week of May 14 through May 20, 2017. (*action required*)
5. 10:20 AM **Liz Bradford, Lewis County Democratic Women's Group**
The Lewis County Commission is asked to execute a proclamation honoring Democratic Women during the month of May, 2017. (*action required*)

CORRESPONDENCE

6. **Upshur County Commission Meeting Agenda:** Upshur County Commission Meeting Agenda for May 11, 2017. (*information only*)
7. **Jane Lew Public Service District Meeting Agenda:** Meeting Agenda of the Jane Lew Public Service District for May 11, 2017. (*information only*)

8. **Lewis-Gilmer Enhanced 911 Monthly Call Report:** Report of calls and disposition by agency received by the Lewis Gilmer Enhanced 911 Center for the month of April 2017. *(information only)*
9. **West Virginia Regional Jail and Correctional Facility Monthly Invoice:** April 2017 monthly invoice for Lewis County inmates housed in the Regional Jail: 1,642 days X \$48.25 per diem = \$79,226.50. *(information only)*
10. **West Virginia American Water Commitment to Participate in the Alum Fork and Laurel Lick Water Extension Project:** West Virginia American Water has committed to participate in the funding of the Main Extension Project for Alum Fork and Laurel Lick. This project will include 53 customers, 19 fire hydrants and 50,000 feet of water line. *(information only)*
11. **West Virginia Development Office Authorization to Bid the Northwest Water Project:** The West Virginia Development Office has authorized the release of bid for the Northwest Lewis County Water Line Extension Project Small Cities Block Grant Number 14SCBG0001X in the amount of \$1,500,000.00. *(information only)*

BUSINESS

12. **Board(s) and Committee(s) Reports:** Report by Commissioners of any board(s) or committee(s) attended including: Lewis County Fire Fighters Association. *(information only)*
13. **Request to Reduce Purchasing Card Numbers 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. Tabled from May 8, 2017 Lewis County Commission Meeting. *(action required)*
14. **Louis Bennett Library Board of Trustees Reappointment:** The Louis Bennett Library Board of Trustees requests the Commission reappoint David Bush as a member of the board. His term of office will expire June 30, 2022. *(action required)*
15. **Lewis County Economic Development Authority Report:** Report of activities of the Lewis County Economic Development Authority by Director Mike Herron. *(information only)*
16. **Timesheets and Leave Requests** *(action required)*

ACTIONS, SETTLEMENT OF ESTATES, 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, May 11, 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, May 11, 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, May 11, 2017. *(action required)*
20. **Expenses for the current period presented for consideration of payment:** Draft copies will be available for review upon request Thursday, May 11, 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.*



PROCLAMATION FOR NATIONAL POLICE WEEK
MAY 14-20, 2017

WHEREAS, there are approximately 900,000 law enforcement officers serving in the communities across the United States, including the dedicated members of the Lewis County Sheriff's Department;

WHEREAS, nearly 60,000 assaults against law enforcement officers are reported each year, resulting in approximately 16,000 injuries;

WHEREAS, since the first recorded death of a police officer in 1791, more than 20,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty;

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D.C.;

WHEREAS, May 15, 2017 is designated as Peace Officers Memorial Day, in honor of all fallen officers and their families and U. S. flags should be flown at half staff;

THEREFORE, BE IT RESOLVED , Patrick Boyle, President and the Lewis County Commission formally designate May 14th thru May 20th, 2017 as Lewis County Police Week and publicly salutes the service of law enforcement officers in our community and all communities across our nation.

Patrick D. Boyle, President

Agnes G. Queen, Commissioner

Rod Wyman, Commissioner

Attested: _____
Cynthia Rowan, Lewis County Clerk



**Proclamation for EMS Week
May 15th thru May 19th, 2017**

In Appreciation of Lewis County Emergency Medical Services

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical service teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, the emergency medical services system consists of emergency physicians, nurses, medical technicians, paramedics, firefighters, educators, administrator and much appreciated volunteers; and

WHEREAS, it is our honor to recognize the value and accomplishments of all of our Emergency Medical Service Personnel by the designation of this proclamation;

now, THEREFORE, I, Patrick D. Boyle, President of the Lewis County Commission, in recognition of the Lewis County Emergency Services, do hereby proclaim our sincere appreciation for our squad for the week of May 15 thru May 19, 2017; and

With the theme, ***“EMS: Anytime, anywhere, we’ll be there.”*** The Lewis County Commission encourages all citizens to give a personal thanks to our selfless EMS Squad and Volunteers.

Patrick D. Boyle, President

Agnes G. Queen, Commissioner

Rod Wyman, Commissioner

Attest: _____
Cynthia S. Rowan, Lewis County Clerk

Upshur County Commission
Agenda

Agenda packets are available electronically at http://www.upshurcounty.org/agenda_and_minutes/index.php or by request to the Upshur County Commission Office at 304-472-0535

Location of Meeting: Upshur County Courthouse Annex
Date of Meeting: May 11, 2017

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes: _____
 • May 4, 2017

Scheduled Appointments:

1:30 p.m. Terri Moxley, EBSO and Joe Stanton, Thornburg Insurance Agency – Phone conference to review EBSO Health Insurance Plan Renewal for FY 2018
Item may lead to Executive Session per WV Code §6-9A-4(6)

Items for Discussion / Action / Approval:

1. Correspondence from James R. Strader requesting the closure of two unused paper alleys located between parcels of land that he owns in Buckhannon District. This application has been submitted per WV Code §7-1-3h. Approval for the Commission President to sign the Public Notice setting the hearing date and time for considering the request for Monday, June 5, 2017 at 9:30 a.m. in the Upshur County Administrative Annex.
2. Review and signature of correspondence to Tony O’Leary, Community Development Representative, enclosing Community Development Block Grant – Small Cities Block Grant Request for Payment for the Adrian PSD Phase VI Water Extension in the amount of \$30,588.24. This is for drawdown request # 16.
3. Approval of “Request for Bids” and Vehicle Specifications for 1 Sport Utility Police Vehicle. All sealed bids must be received no later than 4:00 p.m. on Wednesday, May 24, 2017. Sealed bids will be opened, reviewed and read aloud by the Upshur County Commission at 10:30 a.m. on Thursday, May 25, 2017.
4. Approval of “Request for Proposals” for the fabrication, delivery and installation of an Accessor I (VMW) Wheelchair Lift for the witness stand area located in the Upshur County Circuit Courtroom. Sealed bids must be received by 4:00 p.m. on Wednesday, June 7, 2017. Sealed bids received by this deadline will be opened, reviewed and read aloud by the Commission during the regularly scheduled Commission Meeting at 9:45 a.m. on Thursday, June 8, 2017.
5. Correspondence from Rick Johnson, Vice Chair for WV Swimming and assistant coach for the USA Southern Zones Team for WV Swimming, requesting use of the Buckhannon-Upshur Recreational Park Pool the morning of Sunday, June 11, 2017.
6. Approval of revised Buckhannon-Upshur Recreational Park Hours of Operation & Fee Schedule for the 2017 Season. This revision sets forth the hours and weekly fee for group swim lessons and moves lap swimming to 8:00 a.m. Monday through Friday.
7. Approval of pool opening advertisement. The Upshur County Pool will open to the public May 27, 2017.

8. Approval and signature of WV Board of Pharmacy Application for Permit Renewal for the Lewis-Upshur Animal Control Facility to Handle Controlled Substances for period July 1, 2017 to June 30, 2018.
9. Correspondence from Kimbra L. Wachob, Assistant Director of the Upshur County E-911 Communications Center requesting permission to advertise in the Record Delta, Intermountain and the Exponent Telegram for full-time E911 telecommunicator (dispatch) positions. Approval of advertisement specifying the starting rate of pay at \$11.00 per hour. Applications will be received until the positions are filled.
10. Approval of revised Upshur County OEM Director of Emergency Management Job Description.
11. Memorandum from Tabatha R. Perry, Assistant Administrator, requesting the seasonal employment of Benjamin Hummer as a lifeguard for the 2017 season at the Buckhannon-Upshur Recreational Facility. Upon approval, Mr. Hummer will begin work on or around May 14, 2017 and will receive the hourly wage of \$9.05.
12. 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. Upshur County Building Permits --- April 2017
2. Upshur County Sheriff's Financial Statement for Period Ending March 2017
3. Upshur County E911 Communication Reports ---April 2017
 - Monthly Call Summary Report
 - Monthly Department Summary Report
 - Monthly and YTD Wrecker Report
4. Appointments Needed or Upcoming:

Newsletters and/or Event Notifications, Agendas and/or Notices of Meetings, Meeting Minutes and Scheduled Meetings can all be found by visiting: http://www.upshurcounty.org/agenda_and_minutes/index.php

Tabled Items

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

1. US Census Bureau local updated census address project
2. Correspondence from Jennifer K. Bennett, Buckhannon Swim Club Treasurer, requesting use of the Buckhannon-Upshur Recreational Park pool for swim practice and swim meets on the listed days and times.
3. Bid award for Accessible Circuit Courtroom Seating

**Next Regular Meeting of the Upshur County Commission
May 18, 2017 --- 9:00 a.m.
Upshur County Courthouse Annex**

Jane Lew Public Service District

Regular Meeting May 11, 2017

~~ Public Board Meeting Agenda ~~

1. Call to Order
2. Minutes (04/13/17)
3. General Manager's April 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)
11. Update: Boggs' sewer problem (Gee)

~~ NEW BUSINESS ~~

12. NEW: 2017-2018 Budget (Gee)
13. Late-Received Agenda Items (Gee)
14. Adjournment

LEWIS-GILMER E-911 YEARLY TOTALS

LC Comm

CAD #	DATE	2017	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTALS
LEWIS COUNTY															
15	LEWIS SHERIFF		574	587	521	610									2292
10	WESTON PD		237	274	300	302									1113
250	LEWIS DPS		96	66	167	157									486
230	LEWIS DNR		18	18	23	23									82
208	LEWIS EMS		250	228	290	236									1004
201	WESTON FD		32	30	55	37									154
202	JANE LEW FD		29	17	32	21									99
203	PRICETOWN FD		3	11	11	8									33
204	WALKERSVILLE FD		15	15	29	24									83
205	JACKSON MILL FD		10	14	20	12									56
206	MIDWAY FD		2	3	4	2									11
	ANIMAL CONTROL		70	69	86	65									290
	DOGS PICKED UP		28	13	42	9									92
	OTHERS PICKED UP			55	20	0									75
														Total	5703

GILMER COUNTY															
104	GILMER SHERIFF		92	66	109	56									323
102	GLENVILLE PD		114	101	62	69									346
103	CAMPUS PD		8	10	9	11									38
150	GILMER DPS		132	73	131	123									459
130	GILMER DNR		30	12	21	15									78
175	GILMER EMS		68	86	123	77									354
101	GLENVILLE FD		10	15	19	18									62
105	NORMANTOWN FD		0	3	1	0									4
106	SAND FORK FD		8	10	9	13									40
107	CEDARVILLE FD		0	2	1	1									4
108	TROY FD		1	6	3	1									11
	ANIMAL CONTROL		4	4	3	0									11
														Total	1730

Total by Month 1831 1788 2091 1890 0 0 0 0 0 0 0 0

2017 LEWIS-GILMER E-911 TELETYPE REPORT

LEWIS						TOTAL
SWJS PARK	10-27	0	0	0	0	0
	10-28	0	0	1	0	1
	III & CIB	0	0	0	0	0
	OTHER	0	0	1	0	1
	DVP	0	0	0	0	0
DAY REPORT						
	10-27	4	1	0	0	5
	10-28	0	0	0	1	1
	III & CIB	15	0	0	0	15
	OTHER	26	3	3	1	33
	DVP	0	0	0	0	0
TOTAL TRANSACTIONS						8235

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	58	55									200
	10-28	37	50	92	34									213
	III & CIB	45	94	65	55									259
	OTHER	0	5	9	6									20
CITY	10-27	70	60	36	40									206
	10-28	81	61	41	48									231
	III & CIB	22	14	21	5									62
	OTHER	4	0	0	3									7
STATE	10-27	54	35	56	68									213
	10-28	115	38	96	85									334
	III & CIB	20	5	10	12									47
	OTHER	3	3	0	7									13
DNR	10-27	30	32	35	20									117
	10-28	75	14	26	17									132
	III & CIB	0	0	6	0									6
	OTHER	1	7	7	4									19
PROSECUTOR	10-27	0	3	7	4									14
	10-28	0	1	0	2									3
	III & CIB	16	15	67	11									109
	OTHER	2	0	0	0									2
CAMPUS	10-27	1	1	0	1									3
	10-28	108	25	2	0									135
	III & CIB	4	2	0	3									9
	OTHER	2	0	0	0									2
Total Transactions													2356	



Call Center Overview

From: 04/01/2017 00:00:00
To: 04/30/2017 23:59:59

Call Distribution Summary

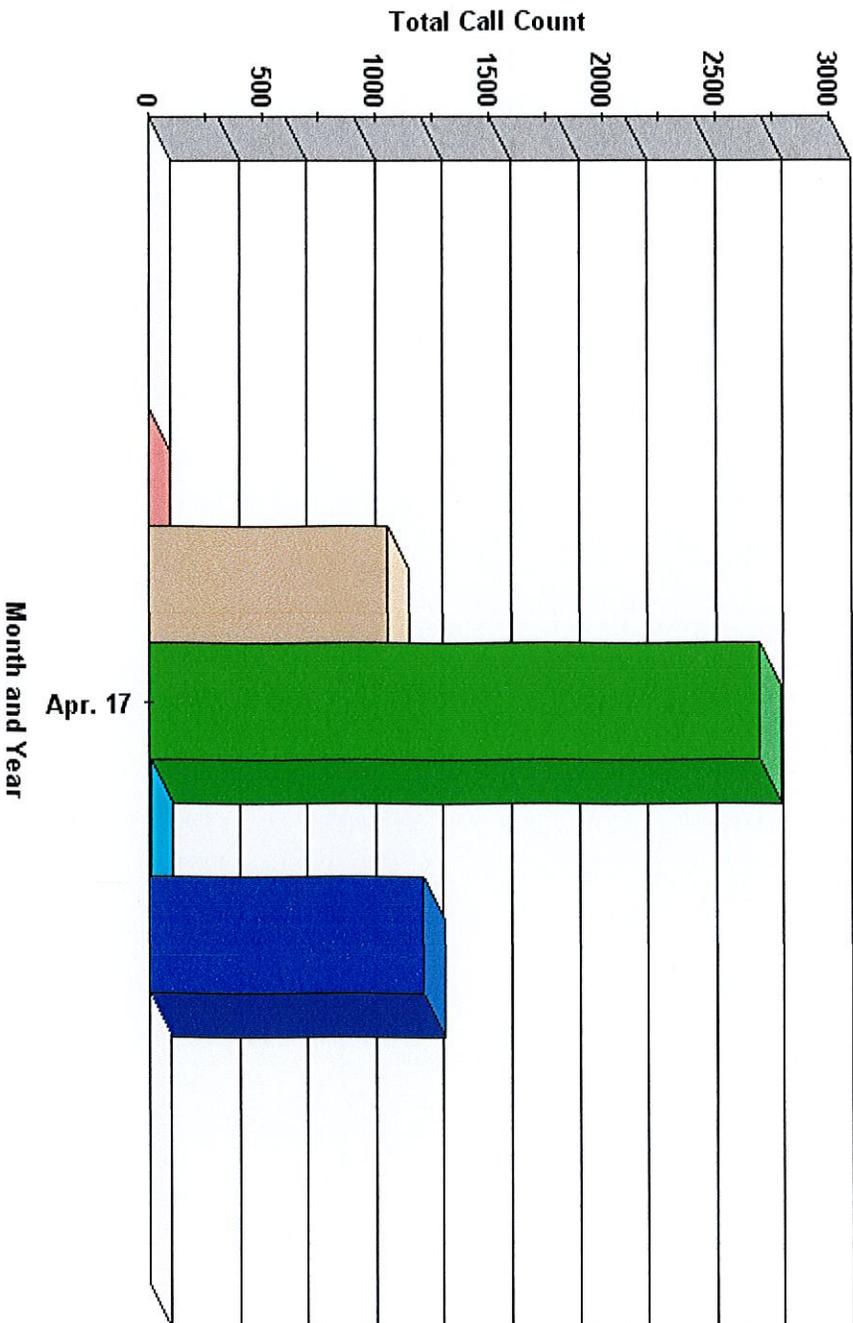
Call Type	Count	Percent of Total
All Calls	4,953	
Inbound Calls	3,639	73.5%
Land Line Calls	2,887	58.3%
Abandoned Land Line Calls	36	0.7%
Wireless Calls	656	13.2%
Abandoned Wireless Calls	60	1.2%
Hit Calls	0	0.0%
Outbound Calls	1,314	26.5%



Call Center Overview

From: 04/01/2017 00:00:00
To: 04/30/2017 23:59:59

Total Calls by Month



	Default Line Group
	911 Group
	Admin Group
	OEM Group
	Intercom Group



Call Count Comparison Detail

From: 01/01/2017 00:00:00
 To: 12/31/2017 23:59:59

Trunk & Line Group	Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
I1 Group	Land	288	284	313	294	19								1198
	Wrts	559	519	774	710	25								2587
	Aban	42	29	42	36	0								149
	Out	2	3	3	7	0								15
	Total	891	835	1132	1047	44								3949
Admin Group	Land	2758	2543	2969	2583	159								11012
	Wrts	1	3	4	6	0								14
	Aban	0	0	0	0	0								0
	Out	55	51	74	97	2								279
	Total	2814	2597	3047	2686	161								11305
Default Line Group	Land	0	0	0	0	0								0
	Wrts	0	0	0	0	0								0
	Aban	0	0	0	0	0								0
	Out	0	0	0	2	0								2
	Total	0	0	0	2	0								2
Tercom Group	Land	6	6	2	0	0								14
	Wrts	0	0	0	0	0								0
	Aban	0	0	0	0	0								0
	Out	1266	1192	1436	1205	62								5161
	Total	1272	1198	1438	1205	62								5175
EM Group	Land	14	12	13	10	0								49
	Wrts	0	0	0	0	0								0
	Aban	0	0	0	0	0								0
	Out	0	0	0	3	0								3
	Total	14	12	13	13	0								52



Call Count Comparison Detail

From: 01/01/2017 00:00:00
To: 12/31/2017 23:59:59

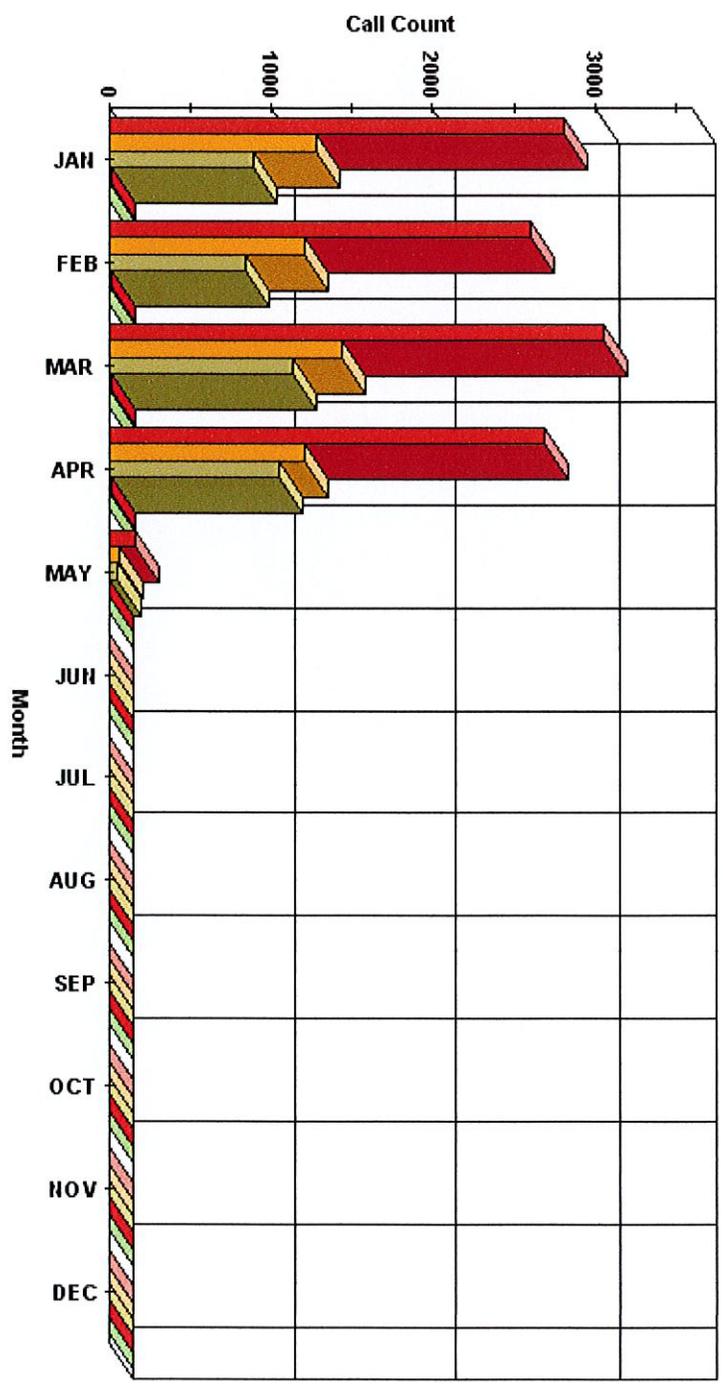
Report Totals													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Reporting Year - Monthly Totals	4991	4642	5630	4953	267								20483
for Year - Monthly Totals	5872	5100	5311	5052	5633								26968
Monthly % Change	-15.00%	-8.98%	6.01%	-1.96%	-95.26%								-24.05%
Reporting Year - YTD Totals	4991	9633	15263	20216	20483								20483
for Year - YTD Totals	5872	10972	16283	21335	26968								26968
YTD % Change	-15.00%	-12.20%	-6.26%	-5.24%	-24.05%								-24.05%

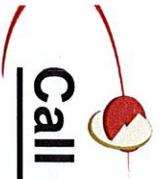


Call Count Comparison Detail

From: 01/01/2017 00:00:00
To: 12/31/2017 23:59:59

Monthly Call Counts for Reporting Year

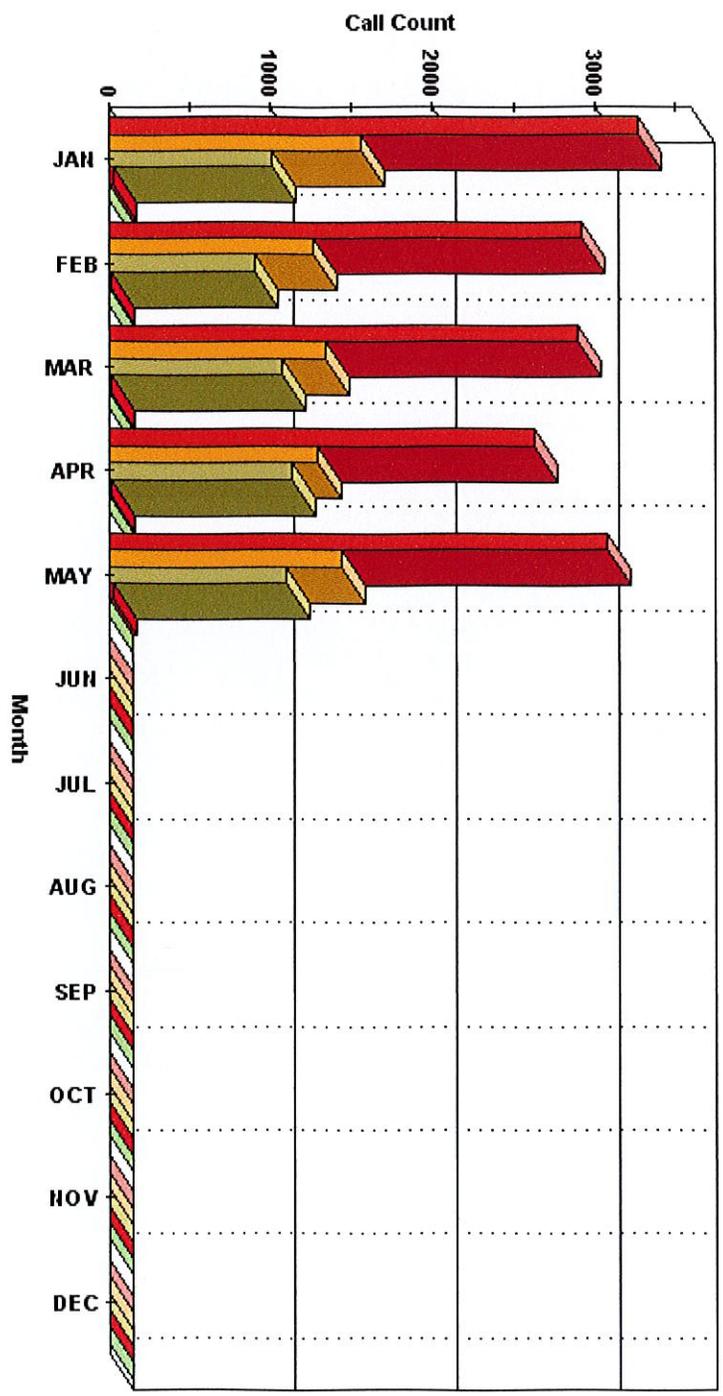




Call Count Comparison Detail

From: 01/01/2017 00:00:00
To: 12/31/2017 23:59:59

Monthly Call Counts for Prior Year

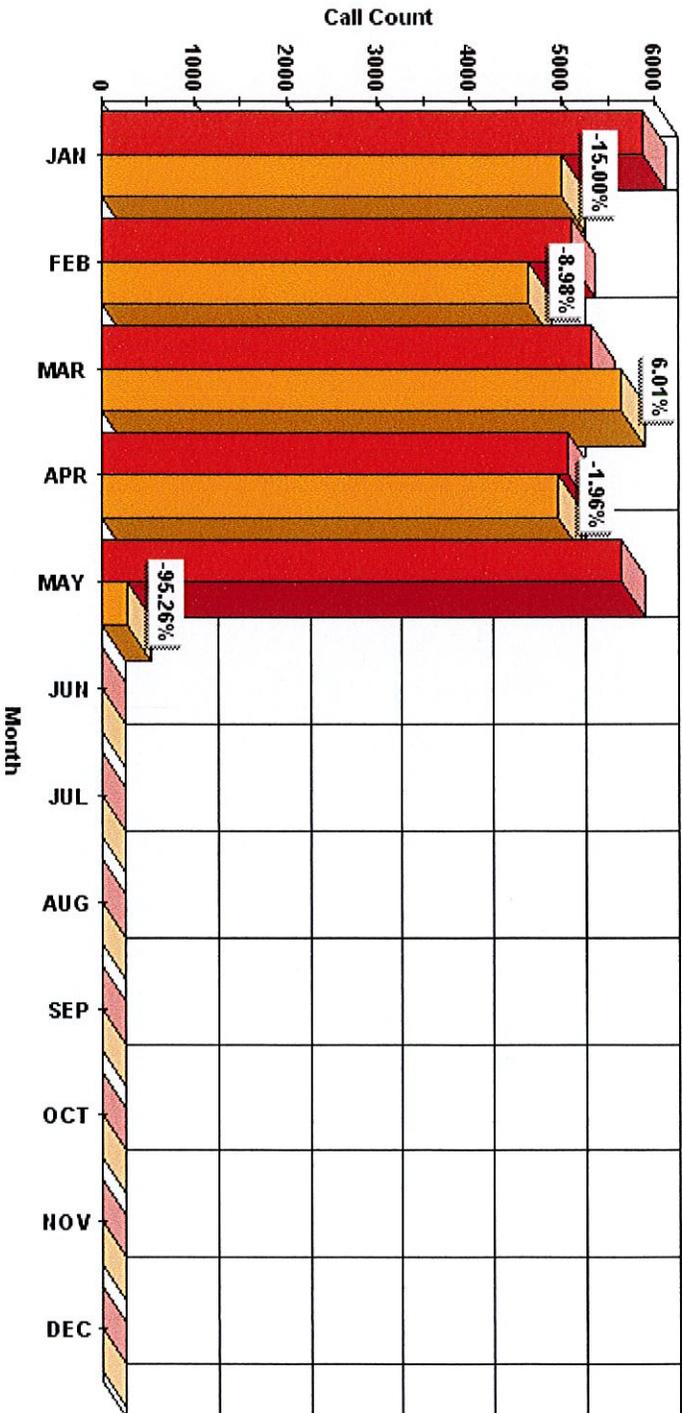




Call Count Comparison Detail

From: 01/01/2017 00:00:00
To: 12/31/2017 23:59:59

Monthly Call Count with Percent Change

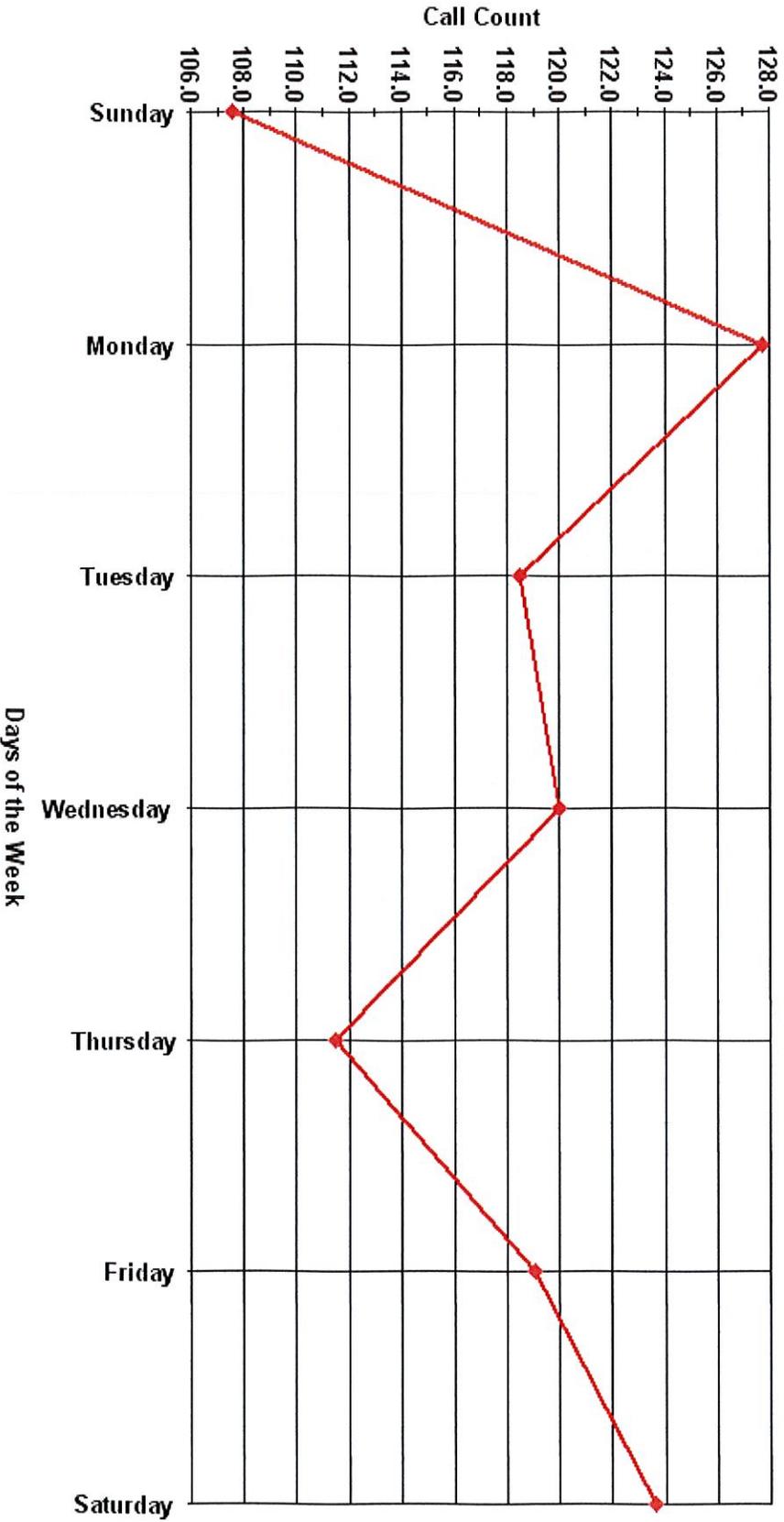




Daily Call Center Overview

From: 04/01/2017 00:00:00
To: 04/30/2017 23:59:59

Average Inbound Calls

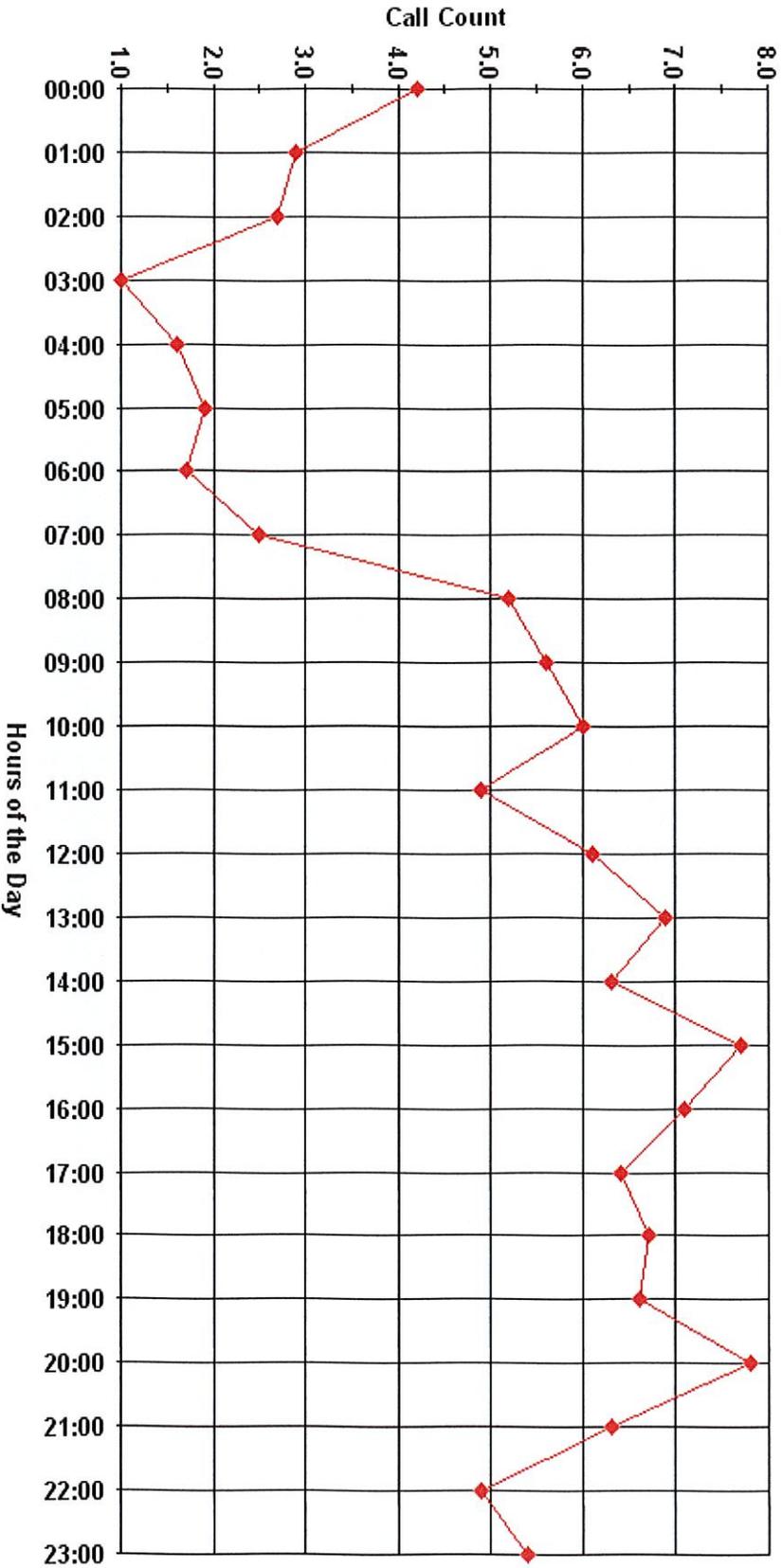


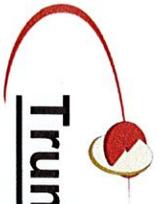


Hourly Call Center Overview

From: 04/01/2017 00:00:00
To: 04/30/2017 23:59:59

Average Inbound Calls





Trunk & Line Utilization

From: 04/01/2017 00:00:00
 To: 04/30/2017 23:59:59

Report Summary

Trunk & Line Description	Call Count	Graphical Representation
8241	1686	<div style="width: 100%; height: 10px; background-color: red;"></div>
TK 1	475	<div style="width: 28%; height: 10px; background-color: green;"></div>
TK 2	470	<div style="width: 28%; height: 10px; background-color: green;"></div>
8245	301	<div style="width: 18%; height: 10px; background-color: green;"></div>
8243	292	<div style="width: 17%; height: 10px; background-color: green;"></div>
8242	269	<div style="width: 16%; height: 10px; background-color: green;"></div>
TK 4	48	<div style="width: 3%; height: 10px; background-color: green;"></div>
TK 3	47	<div style="width: 3%; height: 10px; background-color: green;"></div>
8244	41	<div style="width: 2%; height: 10px; background-color: green;"></div>
8235	10	<div style="width: 0%; height: 10px; background-color: green;"></div>

Statistics	
Min:	10
Max:	1686
Mean:	363.90
Standard Deviation:	471.11
Count:	10
Sum:	3639
Range:	1676
Median:	280.5

Legend	
Maximum Range	<div style="width: 20px; height: 10px; background-color: red;"></div>
Median Range	<div style="width: 20px; height: 10px; background-color: green;"></div>
Minimum Range	<div style="width: 20px; height: 10px; background-color: blue;"></div>

STATE OF WEST VIRGINIA



WEST VIRGINIA REGIONAL JAIL AND CORRECTIONAL FACILITY AUTHORITY

1325 VIRGINIA STREET, EAST
CHARLESTON, WV 25301-3011
(304) 558-2110
FAX: (304) 558-2115

Jim Justice
Governor

Jeff S. Sandy, CAMS, CFE
Cabinet Secretary

THE HONORABLE AGNES QUEEN, PRESIDENT
LEWIS COUNTY COMMISSION
LEWIS COUNTY COURTHOUSE
WESTON, WV 26452

Statement Number: 41172a8e

Statement Date: 5/8/2017

Month Of Service: April, 2017

Pursuant to subsection 10, Article 20, Chapter 31 of the West Virginia Code, the West Virginia Regional Jail and Correctional Facility Authority hereby provides you with a monthly statement of charges and costs of inmate maintenance and operational costs for LEWIS for the month of April, 2017.

The costs per day for inmate maintenance and operation were determined by the Authority according to criteria, procedures, and regulations promulgated in the code of state Regulations at 94 CSR 7, in accordance with article 3, Chapter 29a of the West Virginia Code.

Detail information, including names of inmates and the number of days of inmate maintenance, to support this invoice is attached.

Month: April

NUMBER OF INMATE DAYS: 1642

PER DIEM RATE: \$48.25

AMOUNT DUE - April, 2017 \$79,226.50

This statement amount is due and payable upon receipt.

Please Remit Payment to:
WV Regional Jail and Correctional Facility Authority
P O Box 40258
Charleston, WV 25364

LEWIS COUNTY REGIONAL JAIL COMPARISON

	2015	Credits	Total	2016	Credits	Total	2017	Credits	Total	Diff: 2015 to 2017	Diff: 2016 to 2017
JULY	\$ 97,368.50	\$ 2,895.00	\$ 94,473.50	\$ 72,761.00		\$ 72,761.00	\$ 83,810.25	\$ 434.25	\$ 83,376.00	\$ (11,097.50)	\$ (10,615.00)
AUGUST	\$ 89,262.50	\$ -	\$ 89,262.50	\$ 69,962.50		\$ 69,962.50	\$ 89,938.00	\$ 241.25	\$ 89,696.75	\$ 434.25	\$ (19,734.25)
SEPTEMBER	\$ 71,892.50	\$ 5,838.25	\$ 66,054.25	\$ 63,690.00	\$ 2,846.75	\$ 60,843.25	\$ 85,402.50	\$ 10,518.50	\$ 74,884.00	\$ 8,829.75	\$ 14,040.75
OCTOBER	\$ 73,919.00	\$ 96.50	\$ 73,822.50	\$ 65,523.50		\$ 65,523.50	\$ 81,156.50	\$ 2,219.50	\$ 78,937.00	\$ 5,114.50	\$ (13,413.50)
NOVEMBER	\$ 74,208.50	\$ 1,254.25	\$ 72,954.25	\$ 77,055.25		\$ 77,055.25	\$ 78,406.25		\$ 78,406.25	\$ 5,452.00	\$ (1,351.00)
DECEMBER	\$ 78,309.75	\$ 4,873.25	\$ 73,436.50	\$ 87,718.50	\$ 4,342.50	\$ 83,376.00	\$ 82,555.75	\$ 144.75	\$ 82,411.00	\$ 8,974.50	\$ (965.00)
JANUARY	\$ 65,813.00	\$ 1,881.75	\$ 63,931.25	\$ 94,859.50	\$ 1,158.00	\$ 93,701.50	\$ 85,257.75	\$ 1,833.50	\$ 83,424.25	\$ 19,493.00	\$ (10,277.25)
FEBRUARY	\$ 59,781.25	\$ -	\$ 59,781.25	\$ 88,635.25	\$ 1,158.00	\$ 87,477.25	\$ 70,396.75	\$ 1,640.50	\$ 68,756.25	\$ 8,975.00	\$ (18,721.00)
MARCH	\$ 65,282.25	\$ -	\$ 65,282.25	\$ 87,187.75	\$ 11,724.75	\$ 75,463.00	\$ 71,699.50	\$ 6,272.50	\$ 65,427.00	\$ 144.75	\$ (10,036.00)
APRIL	\$ 73,098.75	\$ -	\$ 73,098.75	\$ 85,692.00	\$ 5,693.50	\$ 79,998.50	\$ 79,226.50	\$ 1,158.00	\$ 78,068.50	\$ 4,969.75	\$ (1,930.00)
MAY	\$ 2,895.00	\$ -	\$ 2,895.00	\$ 86,560.50	\$ 579.00	\$ 85,981.50					
JUNE	\$ 61,615.25	\$ -	\$ 61,615.25	\$ 79,130.00	\$ 2,557.25	\$ 76,572.75					
	\$ 813,446.25	\$ 16,839.00	\$ 796,607.25	\$ 958,775.75	\$ 30,059.75	\$ 928,716.00	\$ 807,849.75	\$ 24,462.75	\$ 783,387.00	\$ 51,290.00	\$ (17,225.25)



Brian K. Bruce
President
West Virginia American Water
1600 Pennsylvania Avenue
Charleston, WV 25302
O: 304-340-2000
F: 304-340-2076
C: 304-533-5756

May 2, 2017

Mr. Mike Herron, Executive Director
Lewis County Economic Development Authority
P.O. Box 466
Weston, WV 26452

RE: Alum Fork and Laurel Lick Main Extension Project
Lewis County, West Virginia

Dear Mr. Herron:

I am pleased to inform you that West Virginia–American Water Company (“WVAW” or the “Company”) will participate in the funding of the above referenced project, described in further detail below (“Project”).

The Project will extend approximately 50,000 feet of water lines from the existing Lewis County distribution system and will include 53 customer services and 19 fire hydrants. Water will be supplied by WVAW’s Weston Water Treatment Plant.

WVAW’s up-front investment amount of \$227,688 is based on a customer count of 53 customers who have a signed user agreement, an investment of \$4,296 per customer.¹ At the time of filing with the PSC please have your engineer certify the final customer count and provide a copy of the user agreements to support the investment amount. In addition to this monetary investment, WVAW is investing its engineering overhead costs, and the purchase and installation of all meters for the Project. WVAW will retain ownership of a portion of the Project equivalent to its level of investment in the Project.

In addition, WVAW will provide the O&M services for these new customers, upon Project completion, at a fee equal to the billed revenue from the Project customers, consistent with previous LCEDA projects but pursuant to a new O&M agreement. Consistent with our O&M agreements prior to preparation of the necessary bidding documents, please submit the plans and specifications for the project to our engineering department for

¹ Per PSC Water Rule 5.5, the per customer investment amount will be \$4,296 or the investment amount calculated using the main extension multiplier and other factors in effect at the time the additional investment is made (as the same may be amended and approved by the Commission from time to time).



WEST VIRGINIA
AMERICAN WATER

approval in order to ensure that those plans and specifications meet the our standards of construction and interconnection. Our engineering department will provide written confirmation of their approval.

Please note that this commitment expires one year from the date of this letter and is for the above-referenced project only and should not be construed in any way as a commitment for any other water main extension project contemplated by LCEDA. As always, WVAW will consider participating in other LCEDA water main extension projects on an individual basis. I would be pleased to arrange a meeting to discuss any such projects.

Please do not hesitate to contact me if you have questions, would like to schedule a meeting, or if I can be of further assistance.

Sincerely,

Brian K. Bruce
President, West Virginia American Water

cc: Brett Morgan
Dan Bickerton
Lewis County Commission



April 27, 2017

The Honorable Patrick Boyle
President
Lewis County Commission
110 Center Avenue
Weston, West Virginia 26452

**RE: Lewis County Commission – NW Lewis County Water Line Extension Project
SCBG Grant Number: 14SCBG0001X (\$1,500,000)
Authorization to Bid**

Dear Commissioner Boyle:

This letter is to confirm that the West Virginia Development Office (WVDO) has received a Notice of Intent to Bid and a completed Bid Document Checklist certifying that all pre-bid requirements have been met and all related materials are included in the bid documents as required for the above referenced CDBG-Small Cities Block Grant project. Appropriate documentation must remain in the project files for future monitoring.

Title I of the Housing and Community Development Act of 1974

Note that the administration of Small Cities Block Grant program funds must comply with all restrictions, conditions, policies, guidelines and requirements of Title I of the Housing and Community Development Act of 1974, and all applicable State and Federal laws, as outlined in the grant agreement for this project.

Procurement and Contracting

As stated in the grant agreement, bids shall be obtained by public notice as a Class II legal advertisement in compliance with the provisions of Article Three, Chapter Fifty-Nine of the West Virginia Code. Construction contracts shall be procured in a manner that provides maximum open and free competition consistent with the procedures identified in the Small Cities Block Grant Handbook, and in accordance with Chapter 5-22-1 of the West Virginia Code and federal regulations, 2 CFR 200. You are reminded that you are required to take affirmative steps to assure that Minority Owned Businesses and Women Owned Businesses (MBE/WBE) are encouraged to bid. These steps may include direct solicitation of MBE/WBE contractors and businesses, proof of which must be included in the project files.

Section 3 Requirements

Compliance with Section 3 is mandatory. Under Section 3, Grantees, contractors and subcontractors must actively work to recruit and hire Section 3 residents and direct economic opportunities to Section 3 businesses as outlined in the grant agreement for this project. If additional employees are needed to complete a project, stringent Federal regulations apply, and all parties have a role in ensuring compliance. Section 3 reporting must be comprehensive and illustrate the action actions to comply.

Additional Documents Required

Send a "tear sheet" of the advertisement for bids to WVDO as soon as it is available from the newspaper. **A copy of the certified bid tabulation, justification for awarding the contract to any other than the low bidder (if necessary) and/or justification for rejecting any and all bids must be submitted to the WVDO prior to contract award.**

As detailed in the Notice of Intent to Bid, received in the West Virginia Development Office (WVDO) on April 24, 2017, the Region VII Planning and Development Council and the Lewis County Commission accept responsibility for settling any bidding and/or contracting disputes.

Bidder Certifications/Debarment Review

Prior to the award of contracts, the "List of Parties Excluded from Federal Procurement and Non-procurement programs (Debarred Contractors)" will be submitted to the WVDO. All contractors must be reviewed for debarments on the State and Federal websites: <http://www.state.wv.us/admin/purchase/Debar.html> and www.sam.gov.

- Print the search results pages; sign and date these pages. The search results pages must be submitted to WVDO, along with bid tabulations, prior to the award of a contract. These documents must also be retained in all project files.

Authorization

This Authorization to Bid applies to activities funded by the \$1,500,000 grant for Project Number 14SCBG0001X, as indicated above and described in the grant agreement. Funding for this project was provided as follows: \$250,000 awarded Fiscal Year 2014; and \$1,250,000 awarded during Fiscal Year 2015.

This Authorization to Bid applies to the project as specified in the grant agreement between the WVDO and the Lewis County Commission. Any proposed change to the scope of the project as described in the grant agreement will require prior notification to the WVDO and may result in further review.

If you have any questions, please call me at 304-558-2234 or send email to Tony.M.OLeary@wv.gov. Our team looks forward to continuing to work with you on this worthwhile project.

Sincerely,



Tony O'Leary
Project Manager
West Virginia Development Office

cc: Shane Whitehair Region VII
Cary Smith Region VII
Kelly Workman WVDO

Louis Bennett Public Library
148 Court Avenue
Weston, WV 26452

May 9, 2017

Lewis County Commission
110 Center Avenue
Weston, WV 26452

Dear Commissioners:

The Louis Bennett Public Library Board of Trustees met on May 9, 2017 and the Board voted to recommend the reappointment 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
Library Director