

COUNTY COMMISSION OF LEWIS COUNTY

110 Center Avenue
Weston, WV 26452
Phone: (304)269-8200
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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
August 28, 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, August 24, 2017 upon request. (*action required*)

APPOINTMENTS

3. 10:10AM John Breen, Lewis County Assessor
RE: Advise and consent to hire a Deputy Assessor to fill a vacancy created by retirement.
Lewis County Assessor John Breen asks advice and consent per West Virginia Code §7-7-7 to hire Courtney Weaver as Deputy Assessor. Ms. Weaver will be filling a vacancy created by the retirement of Paula Mace. (*action required*)
4. 10:15AM First Baptist Church of Weston
RE: Proclamation Celebrating 150th Birthday of the Church
The Lewis County Commission is asked to consider executing a proclamation honoring the First Baptist Church of Weston's 150th Birthday. (*action required*)
5. 10:20AM Sheriff Adam Gissy
RE: Courthouse Security Roster
Sheriff Adam M. Gissy will present a proposal to the Lewis County Commission to create a roster for emergency security personnel to be called only in an extreme circumstance. (*action required*)
6. 10:30 AM Lewis County Clerk, Cynthia S. Rowan
RE: Request to advertise to fill a vacancy in her office
Mrs. Rowan has received a letter from Nancy Justice notifying her she will be retiring on December 31, 2017. The County Clerk requests permission from the commission to advertise to fill the position that will be vacant upon Mrs. Justice's retirement. (*action required*)

CORRESPONDENCE

7. Upshur County Commission Meeting Agenda: Upshur County Commission Meeting Agenda for August 17, 2017. (*information only*)

8. **Cequel III CommunicationsII, LLC, dba Suddenlink Communications Franchise Fee Remittance and Cable Service Change:** Cequel III Communications, II, LLC dba Suddenlink remits the Quarterly Franchise Fee for the months of January, February and March, 2017 in the amount of \$1,353.89. The original payment was not received. The April, May and June payment received was \$1,378.04. Suddenlink also sends notification of two new residential packages with two new video tiers beginning August 14, 2017. *(information only)*
9. **Lewis County Fire Board Audit Report:** Audit Report of the Lewis County Fire Board for the year ending June 30, 2016. Finding Summary Weaknesses: Segregation of Duties (reissued) and Controls over Financial Statement Preparation. (corrective action taken). *(information only)*
10. **Lewis/Upshur Emergency Planning Committee (LEPC) Meeting Agenda and Minutes:** Lewis/Upshur Emergency Planning Committee (LEPC) Meeting Agenda for August 16, 2017 and Minutes of the July 19,2017 meeting. *(information only)*
11. **Lewis County Parks and Recreation Meeting Agenda and Minutes:** Lewis County Parks and Recreation Agenda for Monday, August 21, 2017 and Minutes of the July 17, 2017 Meeting. *(information only)*
12. **Sheriff's Monthly Settlement:** Sheriff Adam Gissy submits the July 2017 Monthly Settlement (reconciliation) of Lewis County financial accounts *(information only)*

BUSINESS

13. **Board(s) and Committee(s) Reports:** Reports by Commissioners of any board(s) or committee(s) attended including: Meeting with Stephen Smoot, Representative for Congressman Mooney; Grand Reopening of Walmart; West Virginia Auditors Mandatory Training; Lewis County Fire Association; Lewis County Park Board; Public Water Hearing; Lewis County Economic Development Authority; Lewis County 200th Birthday Planning Committee. *(information only)*
14. **Retirement Notification from Nancy Justice, Deputy County Clerk:** Nancy Justice, Deputy County Clerk submits here retirement notification for the commission's approval. Her date of retirement will be December 31, 2017. *(action required)*
15. **Resignation from Louis Bennett Library Board of Trustees:** Approval and Acceptance of the resignation of Garnett Robinson from the Louis Bennett Library Board of Trustees. Her term does not expire until June 30, 2019*(action required)*
16. **Louis Bennett Library Board of Trustees Appointment:** Approval of Melissa Brooke Skinner to the seat vacated by the resignation of Garnett Robinson on the Louis Bennett Library Board of Trustees. This term will expire June 30, 2019 *(action required)*
17. **Renewal of the County's Maintenance Contract with Software Systems, Inc.:**
The County's Maintenance contract with Software Systems for Budget/Accounting, Payroll, Tax Collection, Supplement Tax Generation, Jury Selection and Circuit Clerk's Office processing is presented for renewal with the following changes: *(action required)*

a) Tax Internet Inquiry	2017	\$102.00	2018	\$102.00
b) Tax System		\$438.00		\$432.00
c) On line Tax Payment		\$ 77.00		\$ 83.00
d) DMV Processing		\$ 52.00		\$ 50.00
e) System Hardware		\$ 92.00		\$102.00
f) Assessor Supplemental Tax		\$ 52.00		\$ 52.00
g) Jury Selection		\$ 56.00		\$ 56.00
h) Circuit Court Processing		\$445.00		\$518.00
i) Budget and Payroll		\$ 2.00		\$ 2.00

15. **United States Postal Service Storage Rental Agreement Renewal :** The Lewis County Commission is presented the renewal for the lease on the storage space rental at the Weston Post Office. The rent will be \$9,001.28 for one year. Last year the county paid \$7,631.30. *(action required)*
16. **Approval of General County Budget Revision #2:** Budget revision presented for approval will move \$35,356.00 from contingencies to State Grants. These were previously restricted funds that rolled to unencumbered and must be moved into the grant line item. *(action required)*
17. **Lewis County Prosecuting Attorney Christina Flanigan Presents Inter-Departmental Policies for Approval by the Commission:** The recent on site review of the Victims of Crime Advocacy Grant mandated that policies for human trafficking and arrest and conviction records in hiring under the grant be implemented. The Prosecuting Attorney requests approval from the County Commission to implement these policies as inter-departmental for the Victims Advocate Office. *(action required)*
18. **Lewis County Economic Development Authority Report:** Report of activities of the Lewis County Economic Development Authority by Director Michael Herron. *(information only).*
19. **Timesheets and Leave Requests** *(action required)*
 - a) Tom Alkire August 30, 31 and September 1, 2017 Annual Leave

ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:

20. **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, August 24, 2017. *(action required)*
21. **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, August 24, 2017. *(action required)*
22. **Presentation by County Clerk of the Orders of Prior Meeting(s) for consideration.** Draft copies will be available for review upon request Thursday, August 24, 2017. *(action required)*
23. **Expenses for the current period presented for consideration of payment.** Draft copies will be available for review upon request Thursday, August 24, 2017. *(action required)*

ADJOURNMENT:

24. **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 sS6-9A-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.

Upshur County Commission
Meeting 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: August 17, 2017

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• August 10, 2017

Scheduled Appointments:

9:15 a.m. Seth Blake, Pool Director – Provide end of season report for Buckhannon-Upshur Recreational Park

9:30 a.m. Rocky Hebb, Prevention Resource Officer – Further discuss the purchase of a K9 Officer to assist in his PRO duties at Buckhannon-Upshur High School. Corporal Hebb initially appeared before the Commission regarding this matter on June 8, 2017.

9:45 a.m. Chris Barron on behalf of the Upshur County EMS and Volunteer Fire Departments – Requesting a monetary or prize donation for the upcoming Fire Safety Fair scheduled to take place on October 7th, location to be determined.

10:00 a.m. David Godwin, Prosecuting Attorney -- Discuss settlement option proposed by Appalachian Midstream Services, LLC for taxes owed for years 2014, 2015 and 2016 as a result of a Relief from Erroneous Assessment filed by the Upshur County Assessor and approved by the Upshur County Commission during their regularly scheduled meeting on July 27, 2017.

Items for Discussion / Action / Approval:

1. Approval and signature of correspondence to April Perry, Executive Director of the Buckhannon Housing Authority, offering support in changing the current numbering system to be in accordance with WV E911 guidelines. The current numbering system for the complex does not provide for easy identification to promote the health, safety and welfare of the citizens of Upshur County relevant to emergency service dispatch.
2. Approval and signature of the Upshur County Emergency Operations Plan Functional Annex – Natural Gas Pipeline Emergency Response – June 2017
3. Approval and signature of Grievance Procedure for Complaints Relating to Suspected of Alleged Discrimination on the Basis of Handicapped Status in Upshur County, WV; Section 504 Transition Plan and Self-Evaluation for Compliance with Section 504 of the Rehabilitation Act of 1973.
4. Approval of “Request for Proposals” for a new duress alarm system. A mandatory pre-bid conference will be held on Thursday, September 7, 2017 at 1:00 pm. Sealed bids must be received no later than 4:30 pm on September 27, 2017 at the Administrative Annex located at 91 W. Main Street, Suite 101. Proposals

received by the deadline will be publicly opened, reviewed and read aloud by the Commission at 9:15 am on Thursday, September 28, 2017.

5. Approval and signature of FY 18 WV Community Corrections Grant Contract Agreement, Resolution, Certifications and Standard and Special Terms and Conditions. The grant award is in the sum of \$180,000 to be used for the continued operation of a community corrections program in Upshur and Lewis Counties.
6. Correspondence from Joseph F. Fealy announcing his resignation from the Buckhannon Upshur Parks and Recreation Advisory Board, effective August 13, 2017. Mr. Fealy was appointed to the Board by the Upshur County Commission and this term is set to expire on June 30, 2018.
7. Correspondence from JC Raffety announcing his resignation from the Upshur County Senior Center Board as Commission appointee, effective immediately.
8. 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. Correspondence from Peter E. Brown, VP Operations Mid-Atlantic Region Altice, USA, on behalf of Suddenlink, informing Franchising Authorities that Altice will be introducing two new residential video packages to provide more simplified, streamlined offerings for consumers, effective August 14, 2017.
2. Lewis-Upshur Animal Control Facility Adoption Financial Transactions for the month of July 2017
3. Upshur County E911 Communication Reports --- July 2017
 - Monthly Call Summary Report
 - Monthly Department Summary Report
 - Monthly and YTD Wrecker Report
4. Appointments Needed or Upcoming:
 - Wes-Mon-Ty Resource Conservation & Development Council (2 year term) – Commission Representative
 - Upshur County Fire Board (Community Representative – 3rd District) – June 30, 2017

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. Review of loan proposals for the possible refinancing of the HVAC system located within the Courthouse.

Next Regular Meeting of the Upshur County Commission
August 31, 2017 --- 9:00 a.m.
Upshur County Courthouse Annex

The Regularly Scheduled Commission Meeting on August 24th has been CANCELLED



August 9, 2017

Commission President
110 Center Ave
Weston, WV 26452

Dear Franchising Authority:

Effective August 14, 2017, Altice will introduce two new residential video packages to provide more simplified, streamlined offerings for consumers. All video service pricing and packages for current Suddenlink customers are unaffected by these changes, and all new and existing customers will be able to choose between both the new and existing packages. In addition, all commercial packages are unaffected as to price or channels for existing and new customers.

Specifically, starting August 14, Suddenlink, in addition to its existing residential video packages, will offer two new video tiers:

(1) a package with all the same channels as the Suddenlink SL200 tier plus the channels available in add-on Family and Movie packages. Pricing for the new package will be \$20.00 in addition to the monthly price for SL200, which varies by region; and

(2) a package with all the same channels as the Suddenlink SL200 tier plus the channels available in add-on Family, Movie, and Sports & Information packages, as well as HBO and Showtime. Pricing for this new offer will be \$49.00 in addition to the monthly price for SL200, which varies by region.

As always, if you have any questions please feel free to call me at 304-460-0744

Sincerely,

Peter E Brown

VP Operations Mid Atlantic Region Altice, USA



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25080.402000.360530

Company: Cequel III Communications II, LLC
d/b/a: Suddenlink Communications
Franchise: Lewis County, WV

04/21/2017

Below is a calculation of the fees due in accordance with our Cable Television Franchise Agreement.

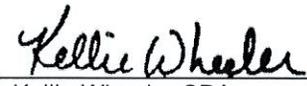
For the Quarter Ending March 2017

Revenue	Jan	Feb	Mar
Basic	756.43	757.14	760.75
Exp. Basic	892.26	882.23	906.94
Digital	72.74	72.74	72.74
Equip. Rentai	215.20	214.96	205.59
Other	45.04	34.93	42.43
Bad Debt	0.00	86.35	0.00
Total	1,981.67	2,048.35	1,988.45

Total	6,018.47
Rate	.03
Payable	180.52

Amount Due: \$180.52

The above calculations have been prepared in accordance with the terms of our Franchise Agreement. We have prepared all items with due care and believe all to be accurate. Should you have any questions regarding this payment, please contact Becky Shirley, Accounting Manager at (903)579-3101.


 Kellie Wheeler, CPA
 Director Corp. Accounting

*# 1,353.⁸⁹
Total*



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25080.402000.360540

Company: Cequel III Communications II, LLC
d/b/a: Suddenlink Communications
Franchise: Lewis County, WV

04/21/2017

Below is a calculation of the fees due in accordance with our Cable Television Franchise Agreement.

For the Quarter Ending March 2017

<u>Revenue</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>
Basic	2,255.00	2,291.13	2,300.43
Exp. Basic	2,626.23	2,600.68	2,591.74
Digital	395.00	388.67	395.40
Equip. Rentai	735.96	744.80	761.43
Other	97.10	95.10	94.00
Bad Debt	(0.01)	0.00	0.00
Total	6,109.28	6,120.38	6,143.00

Total	18,372.66
Rate	.03
Payable	551.17

Amount Due: \$551.17

The above calculations have been prepared in accordance with the terms of our Franchise Agreement. We have prepared all items with due care and believe all to be accurate. Should you have any questions regarding this payment, please contact Becky Shirley, Accounting Manager at (903)579-3101.

Kellie Wheeler, CPA
Director Corp. Accounting



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25080.402000.363450

Company: Cequel III Communications II, LLC
d/b/a: Suddenlink Communications
Franchise: Lewis County, WV

04/21/2017

Below is a calculation of the fees due in accordance with our Cable Television Franchise Agreement.

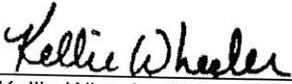
For the Quarter Ending March 2017

<u>Revenue</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>
Basic	2,790.19	2,789.78	2,904.91
Exp. Basic	2,989.67	2,999.49	3,045.28
Digital	265.57	269.58	286.58
Equip. Rental	821.99	825.32	856.51
Other	132.43	113.20	123.27
Bad Debt	0.00	(473.11)	(0.01)
Total	6,999.85	6,524.26	7,216.54

Total	20,740.65
Rate	.03
<u>Payable</u>	<u>622.20</u>

Amount Due: \$622.20

The above calculations have been prepared in accordance with the terms of our Franchise Agreement. We have prepared all items with due care and believe all to be accurate. Should you have any questions regarding this payment, please contact Becky Shirley, Accounting Manager at (903)579-3101.


Kellie Wheeler, CPA
Director Corp. Accounting

Lewis County Fire Service Board
Lewis County, West Virginia
Schedule of Findings and Responses
June 30, 2016

Findings Related to the Financial Statements Required To be Reported in Accordance with GAGAS
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FINDING NUMBER 2016-01

Material Weakness – Segregation of Duties

There is insufficient segregation of duties in the Board. Due to the size of the Board and the number of employees, the Office Manager prepares checks, reconciles the bank account, records receipts, prepares deposits, and opens the mail for the Board.

Proper internal control procedures dictate the responsibility for approving, executing and recording transactions should rest with different individuals. Failure to maintain sufficient segregation of duties could allow errors and/or irregularities to go undetected without the knowledge of the Members of the Board.

In a small operation, such as the Lewis County Fire Service Board, it is not always possible to have enough staff to properly segregate duties. Understanding this, we recommend the Secretary/Treasurer or another Member of the Board take a more active role in monitoring transactions, such as examining cancelled checks, reconciling accounts, and reviewing bank reconciliations. We recommend these reviews be random and sporadic, rather than scheduled. Such reviews would act as a deterrent to irregularities and would allow the Board an opportunity to timely detect and correct any errors that may occur.

Officials Response:

The Board has implemented increased controls and the Board is continuing to monitor financial activity and will make improvements as they are financially feasible in the future.

Lewis/Upshur LEPC
Meeting Agenda-Upshur OEM
August 16, 2017

1. Call to Order
2. Pledge of Allegiance/ Moment of silence
3. Approval of minutes of previous meeting
4. Financial Report
5. Chairman's comments:
 - a. Introduction of guest
6. Grant updates:
 - a. Discussion of all grants
7. Committee reports:
 - a. Membership
 - b. By Laws
 - c. Public Education
 - d. Annual exercise planning team (HSEEP)
 - e. Hazard Assessment & Planning
8. Tier II Reports:
9. Off Site Emergency Response Plans:
10. Old Business:
11. New Business:
12. Membership comments
13. Public comments
14. Adjournment

Lewis-Upshur LEPC Meeting Minutes July 19, 2017

The Meeting was called to order by J. Gum at 12.21 in Lewis County.

The Pledge of Allegiance and Moment of Silence was led by D. Whitaker.

Members Present: D. Burnside, G. Burr, A. Coberly, C. Chaney, J. Currence, J. Farry, J. Gum, P. Hinterer, S. Moneypenny, S. Nolte, J. Paugh, B. Rowan, B. Shreves, E. Smith, J. Spray, J. Taylor, C. Whetsell, S. Whited, and B. Reed.

MINUTES APPROVAL

Motion was made by J. Farry and seconded by D Burnside to approve the minutes from the previous meeting. Motion was approved.

TREASURES REPORT

Motion was made by B. Duranti and seconded by B. Shreves to approve the financial report as presented. Motion was approved. CERT money was moved from LEPC account to Upshur County Sheriffs account.

Chairman's Comments: Introduction of Brian Reed with the City of Weston, Building inspector and Floodplain Manager.

Grant Updates: The 2017 LEPC supplemental \$2000 grant is filled out and ready to be mailed.

The Hazmat Plan Grant is still underway with J.H Consulting, he has submitted a draft membership list.

The pipeline notification grant is still being worked on.

Committee Reports:

Membership: New applications have been looked at and if you have not submitted them please do so.

Bylaws: Nothing to report.

Public Education/Information: Nothing to report.

Annual Exercise Planning Team (HSEEP): Looking towards September for the Airport Drill. Also to let County EMS agencies be aware that Tucker County has a disaster drill planned for October 1st it will be a Catastrophic Lift Exercise with about 80 victims.

Hazard Assessment & Planning: Nothing to Report

Tier II Reports: On Standstill to next spring

Off Site Emergency Response Plans: Truck Traffic has increased. J. Farry asked about when he started going around to the business that he might need some type of identification since he would no longer be driving a marked County vehicle. C. Whetsell advised we should be able to get one printed up through the Sheriff's office.

Old Business: Internet domain letter we received was spam. The City of Weston needs to be given a template for their plan. Bylaws and updates were discussed.

New Business:

B. Duranti reported for Upshur county CERT, that they assisted Buckhannon FD searching for a missing person. Cert also hosted an AED, First Aid and CPR class was given.

James Gum asked for Approval for a third signature be authorized to sign checks, which would be the Co-Chair, a motion is made by Cindy Whetsell Seconded by Jim Paugh and passed unanimously.

Membership Comments: A. Coberly - Red Cross has partnered with the fire service for installing fire alarms. D. Burnside another first net meeting was held it is unknown that whether or not the governor will be allowing our participation. FirstNet will utilize an AT&T network. E. Smith the fire association meeting requested a regional representative and he attended. If you have a need request it through the OEM

SJMH is one step closer to Mon health system and getting their certificate of need.

Also the boy's scouts will be working in both Counties this week.

The Next meeting will be August 16th in Upshur County.

A motion to adjourn was made by Edsel. Seconded by. B. Duranti

LEWIS COUNTY PARKS AND RECREATION AGENDA

Monday August 21, 2017 6:00 pm at the Park

- 1) Call to Order**
- 2) Reading of the Minutes**
- 3) Treasurer's Report**
- 4) Public comment**
- 5) Director's Report**
- 6) Old and Unfinished Business**
- 7) New Business**
- 8) Adjourn**

If unable to attend, please contact Gene Edwards, 304-269-4836

MEETING OF THE PARK BOARD OF DIRECTORS

Minutes of the Meeting of July 17, 2017

Present: Gene Edwards, President, Barbara Paugh, Vice President, Betty Hill, Treasurer, Shirley Taylor, Secretary, Glenn Browne, Josie Britton, Andrea Clem, Richard Messenger, Agnes Queen, Rod Wyman, John Shaffer, Park Director, and Tom Alkire.

The meeting was called to order by Gene Edwards.

The minutes were read and a motion to accept was made by Richard Messenger and seconded by Josie Britton, motion passed.

The Treasurer's Report was given by Betty Hill. A motion to accept was made by Richard Messenger and seconded by Josie Britton, motion passed.

John Shaffer gave the Director's report, Pool Attendance is down, Shelter Rentals are up. Camp site rentals are down. Pool passes are down. 40 Boy Scouts will be at the Park July 18, 2017 to paint the new fences. Two Hundred Hot dogs will be prepared, Painting supplies have been purchased. A Pizza Oven is scheduled to be delivered from Lambert's Winery for the Scouts.

Tom Alkire reported that more drain pipes will be installed around the Tennis Courts.

The meeting was adjourned by Gene Edwards.

The next meeting will be Monday August 21, 2017 60 pm at the Park.

Respectfully submitted by Shirley Taylor, Secretary

Amended

Lewis County, West Virginia
 Sheriff's Monthly Settlement
 July 31, 2017

	Beginning Balance	All Other Revenues	All Taxes Collected	Less: Orders Issued	Ending Balance
General County	3,125,940.93	412,066.08	178,521.28	687,761.61	3,028,766.68
Coal Severance	7,677.95	10,064.45	0.00	0.00	17,742.40
General School	16,375.11	6,992.97	0.00	0.00	23,368.08
Magistrate Court	233.23	1,756.00	0.00	125.00	1,864.23
Worthless Check	55,195.51	50.00	0.00	904.26	54,341.25
Dog and Kennel	34,965.61	440.00	0.00	118.56	35,287.05
Home Detention	7,345.72	13,034.72	0.00	8,814.85	11,565.59
Emergency 911 Fund	3,068,772.91	109,763.14	0.00	57,748.53	3,120,787.52
Lewis County Aquatic Fund	694,704.35	5,055.17	0.00	0.00	699,759.52
Citizens Education	10,659.69	875.00	0.00	0.00	11,534.69
Federal Equitable	0.71	0.00	0.00	0.00	0.71
Fire Fees	0.00	25,136.18	0.00	25,136.18	0.00
LC Flood Administration	0.00	0.00	0.00	0.00	0.00
NTIA Broadband Project	0.00	0.00	0.00	0.00	0.00
North West Acquisition Project	0.00	0.00	0.00	0.00	0.00
Sheriff Special Account-state	27,393.81	2.33	0.00	1,033.83	26,362.31
Aquatic Excess Levy	0.00	1,260.33	3,736.05	4,996.38	0.00
County Building	570,401.49	30.31	0.00	0.00	570,431.80
Board of Health	399,500.78	49,981.04	0.00	27,542.66	421,939.16
Tax Lien	322,067.50	0.00	0.00	12,759.56	309,307.94
Delinquent Nonentered	7,140.63	0.00	2,060.00	0.00	9,200.63
Concealed Weapons	57,735.18	1,344.32	0.00	265.00	58,814.50
Assessor Valuaton	156,838.18	11,010.13	0.00	15,018.47	152,829.84
Voters Registration	5,159.24	0.00	0.00	0.00	5,159.24
State Current	0.00	0.09	3,067.84	3,067.93	0.00
Criminal Charges	0.00	0.00	0.00	0.00	0.00
Court Reporter	0.00	0.00	0.00	0.00	0.00
State Police	0.00	525.00	0.00	525.00	0.00
Vehicle License	0.00	33,830.50	0.00	33,830.50	0.00
State Fines	0.00	0.00	0.00	0.00	0.00
State Jury	0.00	0.00	0.00	0.00	0.00
WV Deputies Fund	787.50	541.50	0.00	786.50	542.50
General Current Expenses	0.00	14,824.38	248,173.06	262,997.44	0.00
Excess Levy	0.00	7,886.05	135,181.88	143,067.93	0.00
Weston Current	0.00	0.57	19,584.04	19,584.61	0.00
Jane Lew Current	0.00	0.12	4,183.47	4,183.59	0.00
Totals					
	8,568,896.03	706,470.38	594,507.62	1,310,268.39	8,559,605.64

Balance in county depositories - End of Month	\$	8,958,631.87	Bank errors	
Less: Orders Outstanding	-	(936,346.25)	Bank errors	
Add: Deposits in Transit	+	533,820.02		
Cash in Office at End of Month	+	3,500.00		
Misc. Adjustments (+ or -)		0.00		
Total in county Depositories and Office	\$	8,559,605.64	Total	0.00

True Balance \$ 8,559,605.64

I, Adam M. Gissy, Sheriff of Lewis County, West Virginia, do hereby certify that the foregoing is a true and correct statement of the finances of County, West Virginia, for the month ending referenced above. The amount received, the amount distributed and the amount remaining in the Treasury and County Depositories.

Adam M. Gissy / B. Butcher
 Adam M. Gissy, Sheriff & Treasurer, Lewis County

8-17-17

Dated and sworn to on this date.

Difference 0.00

LEWIS COUNTY
 AUG 1 2017
 AMOUNT PAID

Rose Robinson
765 Camden Ave
Weston WV 26452

July 26, 2017

Lewis County Commission
Lewis County Courthouse
110 Center Ave
Weston, WV 26452

Dear Commissioners:

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

Sincerely,


Rose Robinson

Term Exp. 6/30/2019

Louis Bennett Public Library
148 Court Ave
Weston, WV 26452

August 11, 2017

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

Dear Commissioners:

Garnet Rose Robinson has informed the board of her resignation from the library board. The Library Board of Trustees voted to recommend the appointment of Mrs. Melissa Brooke Skinner, 224 Woodlyn Drive, Weston, WV 26452 and her telephone number is 304-269-7364. Melissa will be a wonderful addition to the Library Board because of her interest in the library. Thank you very much for your attention to this matter.

Sincerely,



Karen H. Enderle
Library Director

6/30/2019

Garnett Robinson

Ora Ash, Director
 West Virginia State Auditor's Office
 200 West Main Street
 Clarksburg, WV 26302
 Phone: 627-2415 ext. 5114
 Fax: 627-2417

REQUEST FOR REVISION TO APPROVED BUDGET

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

CONTROL NUMBER
 FY: 2017/2018
 Fund: 1
 Rev. No. 2
 Pg. of No. 1 of 1

Lewis County Commission
 GOVERNMENT ENTITY

Person To Contact Regarding Request: 110 Center Avenue
 Name: Crystal Revis STREET OR PO BOX
 Phone: 304-269-8215
 Fax: 304-269-8202 Weston WV 26452
 CITY ZIP CODE

COUNTY
 Government Type

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
	#N/A				

NET INCREASE/(DECREASE) Revenues (ALL PAGES)

COUNTIES-TRANSFERS TO THE GENERAL FUND FROM OTHER FUNDS MUST HAVE PRIOR APPROVAL OF AUDITOR'S OFFICE

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
699	Contingencies	859,606		35,356	824,250
443	State Grants		35,356		35,356
	#N/A				

NET INCREASE/(DECREASE) Expenditures

APPROVED BY THE STATE AUDITOR

BY: _____ Date _____
 Deputy State Auditor, Local Government Services Div.

AUTHORIZED SIGNATURE
 OF ENTITY

APPROVAL
 DATE

Budget Resolution

At a regular session of the County Commission, held **August 28, 2017** the following order was made and entered:

SUBJECT: The revision of the Levy Estimate Budget of the **GENERAL COUNTY FUND, FY 2017/2018**, for the County of **LEWIS**. The following resolution was offered:

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices, the county commission does hereby direct the budget be revised **PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPROPRIATION CURRENTLY EXISTS**, as shown on budget revision number **2 (two)**, a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved by _____, and duly seconded by _____ the vote thereon was as follows:

(circle one)

_____	yes	no
Patrick D. Boyle		
_____	yes	no
Agnes G. Queen		
_____	yes	no
Roderick B. Wyman		

WHEREUPON, Patrick D. Boyle, President, declared said resolution duly adopted, and it is therefore **ADJUDGED AND ORDERED** that said resolution be, and the same is, hereby adopted as so stated above, and the President is authorized to affix his signature on the attached "*Request for Revision to Approved Budget*" to be sent to the State Auditor for approval.