

COUNTY COMMISSION OF LEWIS COUNTY

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LEWIS COUNTY COMMISSION
110 CENTER AVENUE, 2nd FLOOR
WESTON, WV 26452
AMENDED 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*)
- 7. 10:40 AM James Gum, E911 Operations Director**
RE: Resignation and Transfer to Part Time Status
Garrison Grogg has submitted a letter of resignation as a full time E911 Dispatcher and requests to be transferred to a part time dispatcher status. His final day of full time employment will be September 7, 2017. (*action required*)

i) Budget and Payroll \$ 2.00 \$ 2.00

19. 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

\$9,001.28 for one year. Last year the county paid \$7,631.30. *(action required)*

20. 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)*

21. 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)*

22. Lewis County Economic Development Authority Report: Report of activities of the Lewis County Economic Development Authority by Director Michael Herron. *(information only)*.

23. 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:

24. 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)*

25. 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)*

26. 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)*

27. 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:

28. 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.