

# COUNTY COMMISSION OF LEWIS COUNTY

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**COMMISSIONERS:**  
**PATRICK D. BOYLE**  
President  
**AGNES G. QUEEN**  
Commissioner  
**ROD WYMAN**  
Commissioner

## **LEWIS COUNTY COMMISSION 110 CENTER AVENUE, 2nd FLOOR WESTON, WV 26452 AMENDED AGENDA Monday, September 11, 2017**

### **SILENT MEDITATION AND PLEDGE OF ALLEGIANCE**

#### **A SPECIAL MOMENT OF SILENCE WILL BE OBSERVED FOR 9/11**

- 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, September 7, 2017 upon request. (*action required*)

### **APPOINTMENTS**

- 3. 10:10 AM John Breen, Lewis County Assessor**  
**RE: Employment of Temporary Seasonal Employee**  
Lewis County Assessor John Breen requests advise and consent per West Virginia Code §7-7-7 to advertise for a temporary seasonal employee to work in his office. This position will be paid entirely from the Assessor's Valuation Fund. (*action required*)
- 4. 11:30 AM Work Session**  
**RE: The Lewis County Commission will hold a work session to review the County's Personnel Policy Manual.** (*action required*)

### **CORRESPONDENCE**

- 5. Upshur County Commission Meeting Agenda: Upshur County Commission Meeting Agenda for August 31, 2017** (*information only*)

### **BUSINESS**

- 6. Board(s) and Committee(s) Reports:** Reports by Commissioners of any board(s) or committee(s) attended including: Weston City Council; 200<sup>th</sup> Birthday Planning Meeting; Region VII Public Hearing on Regional Hazard Mitigation Plan.
- 7. Lewis County Economic Development Authority by Director Michael Herron.** (*information only*).
- 8. Timesheets and Leave Requests** (*action required*)  
Rick Stout September 20, 21, & 22, 2017 Annual Leave

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

- 9. 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, September 7, 2017. *(action required)*
- 10. 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, September 7, 2017. *(action required)*
- 11. Presentation by County Clerk of the Orders of Prior Meeting(s) for consideration.** Draft copies will be available for review upon request Thursday, September 7, 2017. *(action required)*
- 12. Expenses for the current period presented for consideration of payment.**  
Draft copies will be available for review upon request Thursday, September 7, 2017. *(action required)*

## **ADJOURNMENT:**

- 13.** 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.