COUNTY COMMISSION OF LEWIS COUNTY

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Weston, WV 26452
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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
Monday, September 25, 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, September 21, 2017 upon request. (*action required)*

APPOINTMENTS

3. **10:15 AM** **Cynthia S. Rowan, County Clerk**
   RE: Executive Session §6-9A-4
   The County Clerk requests an executive session per West Virginia Code §6-9A-4 to discuss the potential of using the West Virginia Division of Health and Human Service Work Agreement to place someone in her office. *(action required)*

CORRESPONDENCE

4. **Upshur County Commission Meeting Agendas:** Upshur County Commission Meeting Agendas for September 14 and September 21, 2017. (*information only)*
5. **Sheriff's Monthly Settlement:** Sheriff Adam Gissy submits the August 2017 Monthly Settlement (reconciliation) of Lewis County Financial Accounts. *(information only)*
6. **Lewis Gilmer E-911 Monthly Report**: Report of Activities by the Lewis Gilmer E-911 Center for the month of August 2017 including number of calls and disposition by agency. (*information only)*
7. **Lewis-Gilmer E-911 Advisory Board:** Minutes of the Lewis-Gilmer E-911 Advisory Board meeting for September 11, 2017. (*information only*)
8. **West Virginia Regional Jail Monthly Invoice**: August 2017 monthly invoice for Lewis County inmates housed in the Regional Jail: 1,717 inmate days X 48.25 per diem= $82,845.25. *(information only)*
9. **Sheriffs Monthly Vehicle Report**: Sheriffs Monthly Vehicle report for August 2017 including fleet mileage. (*information only)*
10. **Lewis County Animal Control Monthly Report:** Report of activities by the Lewis County Animal Control Officer for the month of August, 2017 including: number of complaints; number of animals picked up; number of animals brought to the facility; number of animals adopted; number of animals euthanized; and bounty collected. (*information only)*
11. **Lewis Upshur Animal Control Facility Monthly Report**: Report of activities at the Lewis Upshur Animal Control Facility identified by cat and dogs including: number of animals brought to the pound by each agency; number of animals left in the drop box/ number of animals adopted; number of animals returned to owner; number of animals adopted; and number of animals euthanized in August.*(information only*)

12. **Jane Lew Public Service District Meeting Agenda and Minutes:** Jane Lew Public Service District Agenda for September 2017 and Minutes for the Regular Meeting of August 10, 2017. (*information only)*
13. **Louis Bennett Public Library:** Louis Bennett Public Library quarterly report for May, June, July, August and September 2017 including minutes and financial reports. *(information only*)
14. **Lewis County Chamber of Commerce Annual Dinner Invitation:** The Lewis County Chamber of Commerce will hold its 82nd Annual Dinner on Tuesday, October 10, 2017. Social Hour will be at 5:30pm in the Assembly Hall and dinner will begin at 6:30pm in the Mt. Vernon Dining Hall. *(information only)*

BUSINESS

15. **Board(s) and Committee(s) Reports**: Reports by Commissioners of any board(s) or committee(s) attended including: County Commissioners Association of West Virginia, Lewis County Fire Board; Lewis Gilmer E911 Advisory Counil; Lewis County Chamber of Commerce Collaborative Cruise; Lewis Upshur Community Corrections; Region 7 Planning and Development Council; Personnel Policy Work Session; Region 6 Workforce Investment Board; West Virginia Community and Development Impact Summit; National Association of Counties Economic Development Committee Conference Call; North Central West Virginia Airport Authority; Governor's Invitation only Road Bond event; Paint the Town Blue. *(information only)*
16. **Date for Halloween (Trick or Treat):** The City of Weston has set Trick-or-Treat for Tuesday, October 31st from 6pm to 7pm. The County Commission will set the date for the county. *(action required*)
17. **Lewis County Economic Development Authority Report:** Report of activities of the Lewis County Economic Development Authoirty by Director Michael Herron. (*information only).*
18. **Timesheets and Leave Requests** (*action required)*

a) Barb Winans	October 4	Annual Leave
b) Rick Stout	October 13	Annual Leave and Comp Time
	November 20, 21, and 22nd	Annual Leave and Comp Time
	December 26, 27, 28 and 29th	Annual Leave and Comp Time

ACTIONS, ESTATE SETTLEMENTS, 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 on Thursday, September 21, 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, September 21, 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, September 21, 2017. (*action required*)
22. **Expenses for the current period presented for consideration of payment**. Draft copies will be available for review upon request Thursday, September 21, 2017. *(action required)*

ADJOURNMENT:

23. With no further action being required by the Lewis County Commission, the meeting will be adjourned. (*action required)*

1:00 PM WORK SESSION

THE LEWIS COUNTY COMMISISON WILL HOLD A WORK SESSION TO REVIEW THE COUNTY PERSONNEL POLICY MANUAL.

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 (lO) 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.

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: September 14, 2017

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:

- September 7, 2017

Scheduled Appointments:

9:15 a.m. Craig Presar, WVU Extension Service Agent, on behalf of the Community Educational Outreach Services (CEOS) – Presentation of Proclamation for WV Breast Cancer Awareness Day (October 2, 2017) and Breast Cancer Awareness Month (October 2017)

9:30 a.m. Lori Ulderich Harvey, Upshur County Family Resource Network Director – Presentation of Proclamation of National Preparedness Month

9:45 a.m. Jodi McQuillan, Community Coordinator WV Healthy Start/HAPI Project – Presentation of Proclamation of National Infant Mortality Awareness Month

Items for Discussion / Action / Approval:

1. Correspondence from Carol J. Smith, Upshur County Clerk, requesting the temporary employment of Early Voting Clerks for the October 7, 2017 Special Election (Road Bond). Upon approval, these clerks will begin work on September 22, 2017 and end on October 4, 2017, at the wage rate of $8.75 per hour.

2. Approval and signature of Office of State Treasurer Claim Form and Instructions.

3. Approval and signature of 2017 Letter of Intent for 2017 CDBG – Small Cities Block Grant Program for the Elkins Road PSD Phase III Water Extension Project.

4. Approval of renewal of membership in NAEIR (National Association for the Exchange of Industrial Resources) free supplies program. The renewal rate options are (1) $495 for 4 catalogs or (2) $595 for 5 catalogs, effective January 1, 2018.

5. Establish date and time for Trick or Treat – City of Buckhannon will be Tuesday, October 31st from 6:00 p.m. to 7:30 p.m.

6. Correspondence from George and Lannette Karnes requesting an unknown amount of back Hotel/Motel Occupancy Taxes owed to Upshur County be waived due to a misunderstanding of information. Mr. and Mrs. Karnes own a vacation rental home in Tenmile. Moving forward, the Karnes' will begin charging a 6% occupancy tax which will be remitted to the Upshur County Commission on a monthly basis.

7. Correspondence from Dustin Zickefoose, County Assessor, requesting the termination of Venus Drummond, full time Deputy Clerk in the Assessor's Office, effective September 12, 2017.
   Item may lead to Executive Session per WV Code §6-9A-4(A)

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. Upshur County Building Permits -- August 2017

2. 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
   - Buckhannon-Upshur Recreational Park Advisory Board – June 30, 2018 – Commission

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

Next Regular Meeting of the Upshur County Commission
September 21, 2017 --- 9:00 a.m.
Upshur County Courthouse Annex

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: September 21, 2017

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
- September 14, 2017

Scheduled Appointments:

9:15 a.m. Bid Opening and Award for the replacement of a portion of the Upshur County Courthouse and Annex surveillance system and supporting equipment.

Items for Discussion / Action / Approval:

1. Review and approval of Annex B to the Upshur County Emergency Operations Plan as submitted by Brian Shreves, Office of Emergency Management Director. The previous annex used in the 2015 EOP is dated 2012.

2. Review and approval of Annex C to the Upshur County Emergency Operations Plan as submitted by Brian Shreves, Office of Emergency Management Director. The previous annex used in the 2015 EOP is dated 2012.

3. Correspondence from Gregory B. Harris, Upshur County Safe Structures & Sites Enforcement Board Permit / Ordinance Officer, requesting that the Commission order clean-up of case number 051117-01.

4. Correspondence from Gregory B. Harris, Upshur County Safe Structures & Sites Enforcement Board Permit / Ordinance Officer, requesting that the Commission order clean-up of case number 041317-02.

5. Approval and signature of correspondence to vacation rental owners conducting business within the County regarding Upshur County Hotel Occupancy Tax remittance. Tax Forms will be enclosed with the correspondence.

6. Correspondence from Joshua Hinchman requesting consideration to serve on the Buckhannon-Upshur Recreational Park Advisory Board. If approved, Mr. Hinchman's term will expire on June 30, 2018.

7. Correspondence from Bethany Burkhart, Tri-County Child Exchange & Visitation Program Site Supervisor, requesting the employment of Alexis Brockleman-Clark as a Monitor, effective September 24, 2017, pending background check results. Upon approval, Ms. Brockleman-Clark's rate of pay will be $8.75 per hour and she will not work more than 19 hours per week.

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. U.S. Environmental Protection Agency (EPA) Cooperative Agreement and Notice of Award in the amount of $200,000. This assistance agreement will provide funding to Upshur County Commission to clean up the Upshur County Youth Camp Tar Pit. The cleanup of the Tar Pit site will expand recreational opportunities to the camp, and to the broader community. The Commission plans for the site to be used as open space, as well as an archery range.

2. Lewis – Upshur Animal Control Facility Adoption Financial Transactions for August 2017

3. Upshur County Animal Control / Humane Officer Dog Report – August 2017

4. Upshur County Mileage Reports – August 2017
    - Upshur 911
    - Maintenance
    - Emergency Management
    - Sheriff
    - Addressing and Mapping
    - Community Corrections
    - Dog Pound

5. 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
    - Buckhannon-Upshur Recreational Park Advisory Board – June 30, 2018 – Commission

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

Next Regular Meeting of the Upshur County Commission
September 28, 2017 --- 9:00 a.m.
Upshur County Courthouse Annex

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

Lewis County
09/13/2017 @ 03:02:00 PM

	Beginning Balance	All Other Revenues	All Taxes Collected	Less: Orders Issued	Ending Balance
General County	3,028,766.68	401,828.78	1,107,715.72	812,236.51	3,726,074.67
Coal Severance	17,742.40	1.36	0.00	3,727.00	14,016.76
General School	23,368.08	2,136.12	0.00	0.00	25,504.20
Magistrate Court	1,864.23	1,778.60	0.00	2,082.95	1,559.88
Worthless Check	54,341.25	25.00	0.00	602.84	53,763.41
Dog and Kennel	35,287.05	2,933.80	0.00	18,364.87	19,855.98
Home Detention	11,565.59	9,229.82	0.00	16,804.15	3,991.26
Emergency 911 Fund	3,120,787.52	116,833.48	0.00	241,523.00	2,996,098.00
Lewis County Aquatic Fund	699,759.52	2,970.33	0.00	0.00	702,729.85
Citizens Education	11,534.69	400.00	0.00	636.91	11,297.78
Federal Equitable	0.71	0.00	0.00	0.00	0.71
Fire Fees	0.00	5,884.32	0.00	5,884.32	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 Proje	0.00	0.00	0.00	0.00	0.00
Sheriff Special Account-state	26,362.31	2,060.32	0.00	436.04	27,986.59
Acquatic Excess Levy	0.00	470.17	2,440.87	2,911.04	0.00
County Building	570,431.80	191.75	0.00	0.00	570,623.55
Board of Health	421,939.16	7,382.25	0.00	31,777.29	397,544.12
Tax Lien	309,307.94	0.00	0.00	0.00	309,307.94
Delinquent Nonentered	9,200.63	0.00	0.00	0.00	9,200.63
Concealed Weapons	58,814.50	1,214.39	0.00	240.00	59,788.89
Assessor Valuaton	152,829.84	83,331.57	0.00	13,398.43	222,762.98
Voters Registration	5,159.24	71.00	0.00	0.00	5,230.24
State Current	0.00	0.70	20,546.58	20,547.28	0.00
Criminal Charges	0.00	3,086.27	0.00	3,086.27	0.00
Court Reporter	0.00	137.00	0.00	137.00	0.00
State Police	0.00	330.00	0.00	330.00	0.00
Vehicle License	0.00	38,771.50	0.00	38,771.50	0.00
State Fines	0.00	1,705.00	0.00	1,705.00	0.00
State Jury	0.00	0.00	0.00	0.00	0.00
WV Deputies Fund	542.50	751.50	0.00	541.50	752.50
General Current Expenses	0.00	5,580.70	1,576,794.90	1,582,375.60	0.00
Excess Levy	0.00	2,969.50	862,361.41	865,330.91	0.00
Weston Current	0.00	3.87	113,382.87	113,386.74	0.00
Jane Lew Current	0.00	0.40	11,665.25	11,665.65	0.00
Totals	8,559,605.64	692,079.50	3,694,907.60	3,788,502.80	9,158,089.94

Balance in county depositories - End of Month	$	11,506,888.21	Bank errors	
Less: Orders Outstanding	-	(3,989,081.39)	Bank errors	
Add: Deposits in Transit	+	1,636,783.12		
Cash in Office at End of Month	+	3,500.00		
Misc. Adjustments (+ or -)		0.00		
			Bank errors	
Total in county Depositories and Office	$	9,158,089.94	Total	0.00

True Balance $ 9,158,089.94

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.

Difference (0.00)

Adam M. Gissy / BB
Adam M. Gissy , Sheriff & Treasurer, Lewis County

9-13-17
Dated and sworn to on this date.

LEWIS-GILMER E-911 YEARLY TOTALS

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	703	834	707	740					5276
10	WESTON PD	237	274	300	302	470	326	358	331					2598
250	LEWIS DPS	96	66	167	157	138	166	171	180					1141
230	LEWIS DNR	18	18	23	23	50	40	63	47					282
208	LEWIS EMS	250	228	290	236	258	293	279	262					2096
201	WESTON FD	32	30	55	37	31	46	62	39					332
202	JANE LEW FD	29	17	32	21	28	25	37	32					221
203	PRICETOWN FD	3	11	11	8	7	15	24	13					92
204	WALKERSVILLE FD	15	15	29	24	17	25	33	25					183
205	JACKSON MILL FD	10	14	20	12	10	13	22	15					116
206	MIDWAY FD	2	3	4	2	5	6	4	8					34
	ANIMAL CONTROL	70	69	86	65	78	75	73	66					582
	DOGS PICKED UP	28	13	42	9	11	19	21	18					161
	OTHERS PICKED UP		55	20	0	0	1	0	0					76
													Total	12953

	GILMER COUNTY													
104	GILMER SHERIFF	92	66	109	56	61	41	51	73					549
102	GLENVILLE PD	114	101	62	69	73	115	45	105					684
103	CAMPUS PD	8	10	9	11	2	8	3	16					67
150	GILMER DPS	132	73	131	123	142	110	199	194					1104
130	GILMER DNR	30	12	21	15	14	33	51	12					188
175	GILMER EMS	68	86	123	77	80	110	82	119					745
101	GLENVILLE FD	10	15	19	18	20	23	26	19					150
105	NORMANTOWN FD	0	3	1	0	2	6	3	1					16
106	SAND FORK FD	8	10	9	13	16	14	16	13					99
107	CEDARVILLE FD	0	2	1	1	0	0	2	0					6
108	TROY FD	1	6	3	1	3	0	3	9					26
	ANIMAL CONTROL	4	4	3	0	5	0	6	1					23
													Total	3657
	Total by Month	1831	1788	2091	1890	2224	2344	2341	2338	0	0	0	0	

DATE 2017	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTALS
**********													
PICKENS COUNTY	4	4	7	5	4	6	4	4					38
PICKENS OWNER	2	5	6	4	4	2	6	3					32
PICKENS SERVICE	2	1	1	2	1	1	1	1					10
PICKENS TOTAL	8	10	14	11	9	9	11	8					80
M & J COUNTY	4	4	8	4	4	6	4	4					38
M & J OWNER	1	2	3	3	3	2	0	1					15
M & J SERVICE	2	1	2	1	1	1	2	1					11
M & J LARGE	0	0	0	1	0	0	1	0					2
M & J TOTAL	7	7	13	9	8	9	7	6					66
HITT'S COUNTY	5	4	7	4	4	7	3	5					39
HITT'S OWNER	1	0	3	2	1	1	6	2					16
HITT'S SERVICE	1	2	1	2	1	1	1	1					10
HITT'S TOTAL	7	6	11	8	6	9	10	8					65
LIPP'S COUNTY	4	4	8	4	4	6	4	4					38
LIPP'S OWNER	3	0	4	1	3	3	3	3					20
LIPP'S SERVICE	1	1	2	1	1	1	1	2					10
LIPP'S LARGE	1	0	0	0	0	1	1	0					3
LIPP'S TOTAL	9	5	14	6	8	11	9	9					71
QUALITY COUNTY	3	4	8	4	4	7	3	5					38
QUALITY OWNER	1	1	3	1	0	0	2	1					9
QUALITY SERVICE	0	2	1	2	0	2	0	2					9
QUALITY TOTAL	4	7	12	7	4	9	5	8					56
TOLANDS COUNTY	4	4	7	4	4	6	4	5					38
TOLANDS OWNER	1	2	1	0	0	0	0	0					4
TOLANDS SERVICE	1	0	1	2	0	3	0	3					10
TOLANDS TOTAL	6	6	9	6	4	9	4	8					52
VALLEYCHAPEL COUNTY						6	4	4					14
VALLEY CHAPEL OWNER						0	0	0					0
VALLEY CHAPEL SERVICE						2	0	2					4
VALLEY CHAPEL TOTAL						8	4	6					18
GILMER COUNTY													
GLEN- AUTO COUNTY	12	4	5	4	2	1	3	0					31
GLEN- AUTO OWNERS	1	5	1	6	4	4	6	5					32
GLEN- AUTO SERVICE	1	0	0	1	0	0	0	0					2
GLEN- AUTO TOTALS	14	9	6	11	6	5	9	5					65
A and S COUNTY	3	2	6	3	2	2	3	1					22
A and S OWNERS	2	0	0	1	0	1	3	0					7
A and S SERVICE	0	0	0	0	0	0	0	1					1
A and S TOTAL	5	2	6	4	2	3	6	2					30

2017 LEWIS-GILMER E-911 TELETYPE REPORT

		JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JULY.	AUG.	SEP.	OCT.	NOV.	DEC.	TOTAL
LEWIS COUNTY	10-27	414	502	486	530	675	678	567	613					4465
	10-28	401	497	424	507	554	654	545	558					4140
	III & CIB	266	331	244	327	312	211	245	340					2276
	OTHER	23	10	17	22	17	36	16	26					167
	DVP	21	33	30	17	57	63	27	42					290
CITY	10-27	168	253	288	209	480	371	292	282					2343
	10-28	149	171	241	208	402	227	263	253					1914
	III & CIB	32	32	48	29	80	68	70	48					407
	OTHER	9	5	15	1	24	2	13	13					82
	DVP	1	13	4	7	13	14	8	16					76
STATE	10-27	95	38	95	115	139	123	128	136					869
	10-28	44	26	60	73	65	75	110	80					533
	III & CIB	11	2	20	7	20	31	32	40					163
	OTHER	6	0	0	2	0	0	1	3					12
	DVP	3	8	7	14	8	7	8	16					71
DNR	10-27	18	14	7	13	41	25	41	43					202
	10-28	9	13	5	8	17	31	67	43					193
	III & CIB	14	7	0	0	0	0	11	2					34
	OTHER	0	0	0	0	13	0	0	0					13
	DVP	9	2	2	6	21	12	14	16					82
PROSECUTOR	10-27	19	21	37	5	13	11	22	22					150
	10-28	0	0	2	0	0	0	0	0					2
	III & CIB	41	40	128	24	53	40	118	66					510
	OTHER	0	0	0	1	0	0	0	0					1
	DVP	0	0	0	0	0	0	0	0					0
ADULT PROB	10-27	0	16	7	2	12	8	0	8					53
	10-28	0	0	3	0	1	0	4	0					8
	III & CIB	6	44	0	11	18	20	0	25					124
	OTHER	6	1	0	2	0	4	0	2					15
	DVP	0	19	3	3	3	0	0	0					28
JUV PROB	10-27	0	0	0	0	0	0	0	0					0
	10-28	0	0	0	0	0	0	0	0					0
	III & CIB	0	0	0	0	0	0	0	0					0
	OTHER	0	0	0	0	0	0	0	0					0
	DVP	0	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	0	1	0		1
	10-28	0	0	1	0	3	1	2	0		7
	III & CIB	0	0	0	0	0	0	0	0		0
	OTHER	0	0	1	0	0	0	0	0		1
	DVP	0	0	0	0	0	0	0	0		0
DAY REPORT	10-27	4	1	0	0	0	4	0	10		19
	10-28	0	0	0	1	0	0	0	0		1
	III & CIB	15	0	0	0	0	14	0	43		72
	OTHER	26	3	3	1	0	5	0	0		38
	DVP	0	0	0	0	0	0	0	0		0
										TOTAL TRANSACTIONS	19362

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	37	36	53	51					377
	10-28	37	50	92	34	31	32	43	40					359
	III & CIB	45	94	65	55	52	39	60	74					484
	OTHER	0	5	9	6	2	0	5	18					45
CITY	10-27	70	60	36	40	68	102	23	74					473
	10-28	81	61	41	48	62	97	23	76					489
	III & CIB	22	14	21	5	29	23	12	28					154
	OTHER	4	0	0	3	7	2	5	2					23
STATE	10-27	54	35	56	68	91	86	164	166					720
	10-28	115	38	96	85	104	67	163	165					833
	III & CIB	20	5	10	12	17	13	17	52					146
	OTHER	3	3	0	7	11	7	20	24					75
DNR	10-27	30	32	35	20	14	31	48	11					221
	10-28	75	14	26	17	17	33	59	8					249
	III & CIB	0	0	6	0	6	5	7	4					28
	OTHER	1	7	7	4	0	2	2	2					25
PROSECUTOR	10-27	0	3	7	4	4	0	2	0					20
	10-28	0	1	0	2	1	0	0	0					4
	III & CIB	16	15	67	11	33	34	54	49					279
	OTHER	2	0	0	0	0	0	0	0					2
CAMPUS	10-27	1	1	0	1	10	5	0	3					21
	10-28	108	25	2	0	150	3	3	2					293
	III & CIB	4	2	0	3	17	0	0	2					28
	OTHER	2	0	0	0	0	0	0	0					2

Total Transactions 5350

Lewis-Gilmer E-911 Advisory Board
Date: 9/11/2017

The Meeting was called to order by J Taylor at 14: in Lewis County.

Members Present: , J. Gum, B. Rowan, J. Taylor, J. Spray, J. Heater, C. Moneypenny, P. Boyle

Also attending: S. Moneypenny

Motion was made by J. Gum and seconded by J. Spray to approve the minutes from the previous meeting. Motion was approved.

Committee Reports

Executive Committee: City Council has signed the contract. With 1 No Vote.

Building and Operations: The new telephone system has been installed. There were minor hiccups with the installation while getting the system to work with our current equipment (radios and recorders) these bugs have been worked out. The system was attempting to dial telephone numbers faster than the central system would not process the dialed numbers that fast. They switched us back to standard telephone lines away from a Centrex line. And Pauses had to be added to the dial sequence. The system is working 100% at this time. They will return to move the old wiring and finish permanently installing the new server rack.

Part of the telephone system we have also received a portable command post. Which allows everything to work off of a lap top. This will allow 911 calls to be answered to that command post with high speed internet connection as long as your servers at our building that works. This also works as a 5th position.

We still do not have use of our UPS system we have received the parts and batteries to fix the problem. August 7th was the order date our satisfaction was relayed to the technicians who were delayed by Hurricane Irma. They are to arrive Thursday.

The Power company meter has been removed, and other meters have been placed on our pole. For testing purposes.

B. Rowan thanked the commission for allowing Maintenance personal to wire the EMS building and to prevent the 911 center from flooding.

Budget and Finance:
All is well at this point, we have not received the bill from Frontier.

Public Relations:
Pat Moran has worked with John Snyder to be ready for fire prevention week, and a minimal amount of supplies have been ordered.

Personnel Committee: One full time employee has moved to part time. Another of the new employee/trainee has resigned. Another Trainee will come off of probation the middle of the month.

EMD/Training Committee: Last month we have 2 that were below average, one of which was questionable because there was already a first responder there.

Old Business:

New Business: Commissioner Boyle. The commission has come to the conclusion that they will give the director the opportunity to work up the numbers to make the dispatchers pay scale on par with the other local dispatch agencies.

Addressing Report: See Attached

Chairman's Time: EMS had no problems with the telephone system and report it went seamlessly.

Director's Report:
We would like to do an advertising campaign to help people know what number is for which agency and to decrease calls of incidentals which we cannot control such as the power company, gas, etc.

Benefit of the Organization: Trailblazer was hit will sitting in the parking lot. Insurance company handling the repairs.

Our Next meeting will be October 10th in Lewis County.

Joe Spray II, Secretary **James Taylor, Chairman**

STATE OF WEST VIRGINIA

WEST VIRGINIA REGIONAL JAIL AND CORRECTIONAL FACILITY AUTHORITY
PO Box 50285
1900 Kanawha Blvd, East
Charleston, WV 25305
(304) 558-2036
FAX: (304) 558-2115

Jim Justice
Governor

Jeff S. Sandy, CAMS, CFE
Cabinet Secretary

David Farmer
Executive Director

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

Statement Number: 81172a8e
Statement Date: 9/8/2017
Month Of Service: August, 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 August, 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: August

NUMBER OF INMATE DAYS: 1717

PER DIEM RATE: $48.25

AMOUNT DUE - August, 2017 $82,845.25

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

AUGUST 2017 MILEAGE REQUEST

UNIT LIC.

150 Gissy 6LB698 / 14 CHARGER 22,837

151 Hyre Temp / 14 EXPLORER 44,149

152 Moneypenny 3170 / 13 POLICE INTERCEPTOR 60,572

153 Carpenter 3169 / 13 POLICE INTERCEPTOR 71,110

154 Moran 1643 / 11 TAHOE 65,748

155 Lopez 1910 / 13 POLICE INTERCEPTOR 58,301

156 Tonkin 1234 / 13 POLICE INTERCEPTOR 39,625

157 Clark 2824 / 11 TAHOE 90,651

158 Hendershot 2829 / 11 TAHOE 79,906

159 Carey 2726 / 11 TAHOE 151,916

160 Hummel 2966 / 12 CAPRICE 79,225

161 VanMeter 2868 / 10 TAHOE 124,061

162 Turner 1232 / 07 CROWN VIC 96,988

170 Cayton 3184 / 09 RAM TRK 122,085

171 Kirkpatrick 2727 / 10 TAHOE 99,170

Spare 2511 / 07 CROWN VIC 115,716

174 Bush 1233 / 10 DODGE NITRO 37,569

1500 Deputy Reserves 1696 / 03 DURANGO 122,742

Spare 2001 JEEP —

2007 Chevy Sub. 76,960

1995 JEEP CHEROKEE —

There have been a number of vehicle reassignments. Need actual mileage from each unit.

Thank You

LEWIS COUNTY

ANIMAL CONTROL MONTHLY REPORT

MONTH August YEAR 2017

NUMBER OF COMPLAINTS 66

NUMBER DOGS PICKED UP 18

OTHER ANIMALS PICKED UP 0

CATS PICKED UP 0

TOTAL NUMBER ANIMALS PICKED UP 18

CATS DROPPED OFF AT POUND 2

NUMBER OF CATS ADOPTED 1

NUMBER CATS RECLAIMED 0

NUMBER OF CATS EUTHANIZED 1

NUMBER OF DOGS RECLAIMED 7

NUMBER OF DOGS EUTHANIZED 0

NUMBER DOGS ADOPTED 15

BOUNTY MONEY $ 9 00

MONEY FROM POUND CHECKS 0

MONEY FROM POUND CASH $ 215 00

TOTAL MONEY FROM POUND $ 215 00

Mileage 101093

To: Upshur County Commission

From: Janella Cochran Supervisor of Animal Services

Subject: Report of Cats

The Following Is an Account of Cats in the Lewis-Upshur Animal Control Facility During

The Month of Aug 2017

Number of Cats brought in by Buckhannon City Trapper	_2_
Number of Cats brought in by Weston City Trapper	___0____
Number of Cats Brought in By John for Lewis County	__0
Number of Cats Brought in By Dustin for Upshur County	__9__
Number of Cats Brought in By Law Enforcement	__0_____
Number of Cats Brought in By Lewis County Residence	_2_
Number of Cats Dropped Off by Upshur County Residence	_3 __
Number of Cats Quarantined	_1_ (1) Upshur (0) Lewis
Number of Cats in Holding Box	_ 4___
Number of Cats Adopted(Upshur)	_ 4_(3)Upshur (1)Lewis
Number of Cats Returned to Owner	_2_ (2)_Upshur (0) Lewis
Number of Cats/Kittens Rescued	_(3)Upshur (0) was Lewis
No Charge	__3__
Number of Cats Euthanized	__1_(0) Upshur (1) of these were Lewis
Number of Euthanized Cats Picked up by Lab	___0__

Dog Report Sept 12, 2017

The Following is an account of Dogs housed at Lewis-Upshur Animal Control

For the Aug 2017

Number of Dogs Adopted 21__(15)Upshur (6) Lewis

Number of Dogs Adopted N/C _0_

Number of Dogs Returned to owner _15__(8) Upshur(7)Lewis_

Number of Dogs Quarantined _1_ (1)Upshur(0)Lewis

Number of Dogs Brought In by Residents 25__(21)Upshur (4) Lewis_

Number of Dogs in Drop Box _(7)

Number of Dogs Euthanized __ 0 for (0)Upshur(0) for Lewis

Euthanized by Owner request _0 _(0)for Upshur(0) Lewis

Number of Dogs Rescued _ 31_(21) Upshur (10) Lewis_

Number of Dogs Rescued N/C _23__(17) Upshur (4)Lewis

Number of Dogs Brought in by Lewis County Animal Control (18)_

Number of Other animals brought in by Lewis County Animal Control (0)

Number of Dogs brought in by Lewis County Police ___(0)_

Number of Dogs from Upshur County Animal Control __(18)_

Number of Dogs brought in by State Police __(0)____

Jane Lew Public Service District

Regular Meeting September 14 , 2017

~~ Public Board Meeting Agenda ~~

1. Call to Order

~~ ROUTINE BUSINESS ~~

2. Minutes (08/10/17)
3. General Manager's August 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)

~~ NEW BUSINESS ~~

11. Late-Received Agenda Items (Gee)
12. Adjournment

Minutes of Jane Lew Public Service District

Regular Meeting August 10, 2017

Present: Elaine B. Flaxer (Chairman); Thomas E. Bailey (Secretary); Oscar R. Mills (Board); Nancy E. Gee (General Manager).
Guests:
Absent:

1. **Call to Order:** Meeting called to order by Chairman Flaxer at 4:05 p.m. at Jane Lew PSD Office, 70 Park Avenue, Jane Lew.

2. **Minutes: (Gee)**

MOTION: (Bailey/Flaxer) to approve attached Minutes of 07/13/17 regular meeting. [Carried Unanimously]

3. **General Manager's July Reports: (Gee)**

A. **WATER:**

1. Bills (Attached)

MOTION: (Bailey/Flaxer) to ratify payment of attached list of water invoices for July 2017. [Carried Unanimously]

2. Treasury Report (Attached)

MOTION: (Mills/Bailey) to approve attached Water Treasury Report for July 2017. [Carried Unanimously]

3. Water Adjustments Report (Attached)

MOTION: (Bailey/Mills) to approve attached Water Adjustments Report for July 2017. [Carried Unanimously]

4. Water Purchase, Sales & Loss Report (Attached) – actual unaccounted July loss is 10%.

MOTION: (Flaxer/Bailey) to approve attached Water Purchase & Sales Report for July 2017. [Carried Unanimously]

5. Water Preventive Maintenance Report -
   a) Lines -
   b) Fire hydrants [57] – fall fire hydrant flushing to be done last week of August
   c) Flushing Hydrants [25] – done 2 X year; last done in June
   d) Valves [148] – all valves exercised
   e) Meters [659] – 07 replacement touch-read meters changed out, leaving 178 more to go
   f) Booster Stations [3] - checked
   g) Tanks [2] – checked
   h) Office Heating -Cooling Systems – filter changed
   i) Vehicles-[1.5] -
   j) Generators [2 portable] – exercised
   k) Critical Inventory – nothing needed

6. Water System Repairs Report (*fixing breakdowns*) – Fixed leaks in front of Patrick Martin residense (Main St.) and at Standard Gas shop (Hall St.)

7. Water Leak Detection Report – Visual check

8. Cross-Connections/Backflow Report - Ongoing

9. New Non-Project Water Taps

10. Other –

Assignments

✓ Weather permitting, to continue installing replacement touch-read water meters.

B. WASTEWATER:

1. Wastewater Bills (Attached)

MOTION: (Bailey/Mills) to ratify payment of list of Sewer invoices for July 2017. [Carried Unanimously]

2. Wastewater Treasury Report (Attached)

MOTION: (Bailey/Flaxer) to approve Sewer Treasury Report for July 2017. [Carried Unanimously]

3. Wastewater Adjustments Report (Attached)

MOTION: (Flaxer/Mills) to approve Sewer Adjustments Report for July 2017. [Carried Unanimously

4. Wastewater Volume & Cost Report (Attached) -

MOTION: (Flaxer/Bailey) to approve Sewer Volume & Cost Report for July 2017. [Carried Unanimously]

5. Wastewater Preventive Maintenance Report (attached)
   a) Lines–
   b) Manholes [594] – Atlas Inc. came to examine designated manholes needing fixed; Jason Foster waiting for quote.
   c) Grinder Pumps [46]
   d) Lift Stations [16 total] – cleaned check valves at Lift 6.
   e) Bar Screen [1] – cleaned weekly
   f) Vehicles – [1.5] –
   g) Generators [5 total] – exercised weekly
   h) Classroom Heating & Cooling
   i) Critical Inventory – nothing needed

6. Wastewater Repairs Report (attached) –
   ✓ Replaced check valve flappers in Lifts 2 and 3;
   ✓ Replaced dusk-to-dawn lights in Lifts 2, 6, and 8;
   ✓ Had Lyn Wolfe replace pad and gravel which entirely washed out at Station 6 during a heavy rain in late July.

7. I&I Loss & Prevention Report – rainfall 5.85 inches. Estimated I &I loss 1,264,376 gallons.

8. New Non-Project Sewer Taps – none

9. Other –

Assignments

✓ *Keep searching for I&I sources;*
✓ *Gee to keep on top of project-related lift station problems (see also Item 6).*

4. **Announcements:** none

5. **Correspondence:**

   A. Letter(06-02- Defendants Oscar Mills & Dinah Mills Response in Opposition to Plaintiff's Motion for Leave to File Second Amended Complaint (07-18-17) from James Kelsh Re: John H. Brooks v. Civil Action No. 16-C-74
   B. Letter (07-25-17) from Todd M. Swanson to The JLPSD Chairman Oscar Mills Re: City of Weston PSC Certificate Application (Sewer)
   C. Letter (08/08/17) from Nancy Gee to Joseph & Regina Frazier, RE: Work completed on property, Enclosure

~~ OLD BUSINESS ~~

6. **Update: Phase II Sewer Upgrade** ***[09-1043-PSD-42T-PC-PW-CN]*** **(Gee)**

   A. New Customer Hookups – none

   B. Lift Pump Issues – no change

   C. Odor Issue – no complaints from anyone

   D. Final Cleanup- Frazier property cleanup complete. Gee sent letter with statement of satisfaction to be signed. Thrasher paid bill to Lynwood Wolfe for cleanup work done.

   E. Other -

Assignment
✓ *Gee to keep eye on two promised agreements regarding fix of lift 10.*

7. **Update: Pending Non-Project Extensions and Road Bores (Gee)** - none

8. **Update: Board Review of PSD Policies and Job Descriptions (Flaxer)** – no progress
   A. Private Fire Protection Policy
   B. Professional Incentives Policy
   C. Revise Water Job Description to be consistent with a water PURCHASE entity
   D. Asset Management Policy

9. **Update: Personnel Matters (Gee)** – nothing new
   A. Office Staff
   B. Field Staff –

10. Update: Civil Action No. 16-C-74 John H. Brooks v Jane Lew PSD, Oscar R. Mills, et alia (Gee) – .

Discussion: Oscar Mills recused self and left building.

Turns out there was no August hearing, as Burton Hunter added three new defendants, which delayed things. Next hearing to be 9/13/17. Was hoped that Atty. Kelsh could be at tonight's PSD meeting, but has been delayed. Gee to seek ASAP Conference call with Kelsh for Bailey and Flaxer.

Assignments

✓ Stay in touch and cooperate with Attorney Kelsh.

~~ NEW BUSINESS ~~

11. Late Received Agenda Items (Gee) - none.

12. Adjournment: The meeting was adjourned by Chairman Flaxer at 5:10 p.m.

Elaine B. Flaxer

Elaine B. Flaxer, Chairman

Thomas E. Bailey

Thomas E. Bailey, Secretary

Attachments:

- July'17 Bills Paid (Water/Wastewater)
- July'17 Treasury Reports (Water/Wastewater)
- July'17 Adjustments Reports (Water/Wastewater)
- July '17 Water Purchase/Sales Report
- July '17 Wastewater Volume/Treatment Cost Report
- All correspondence listed on page 2

E-Copies of Unapproved Minutes Sent to:

- James V. Kelsh, Attorney
- Dan Ferrell, Phase II Sewer Project Engineer, Thrasher Engineering
- Doug Forni, Thrasher Engineering
- PSD Office
- Board Members

The May 22, 2017 meeting of the Louis Bennett Public Library was called to order at 3:30pm by Bonnie Hersman, President. Megan Mullins, Rose Robinson, David Bush, Tiffany Litton, and Librarian, Karen Enderle were in attendance

Reading of the Minutes: The minutes from the May 8, 2017 meeting were read and accepted.

Review of Budget and Benefits Explanation: The board reviewed the July 1, 2017 – June 30, 2018 budget with Librarian, Karen Enderle. Karen also provided the board with an explanation of PEIA benefits and coverage prices.

Executive Session: Board entered executive session to discuss the search for the new library director

The meeting was adjourned at 4:40pm

Tiffany Litton – Secretary

The August 7, 2017 meeting of the Louis Bennett Public Library was called to order at 3:00pm by Bonnie Hersman, President. Megan Mullins, David Bush, and Tiffany Litton were in attendance

Reading of the Minutes: The minutes from the May 22, 2017 meeting were read and accepted.

Discussion of New Library Director: The board reviewed the interview, resume, and Good Hire Report of director applicant, Rebecca Simmerman. The board voted unanimously to offer Rebecca Simmerman the job of Library Director of the Louis Bennett Public Library.

The meeting was adjourned at 4:00pm

Tiffany Litton – Secretary

The August 10, 2017 meeting of the Louis Bennett Public Library was called to order at 3:00pm by Bonnie Hersman, President. Megan Mullins, David Bush, Tiffany Litton, and Librarian, Karen Enderle were in attendance

Reading of the Minutes: The minutes from the August 7, 2017 meeting were read and accepted.

New Board Member: The board has received a letter of resignation from Rose Robinson. A motion was made by Megan Mullins to fill the unexpired term with Melissa Skinner, Tiffany Litton seconded the motion. All voted in favor. The motion passed. The board and director will take steps necessary to get Melissa sworn in before the September meeting.

Roll and Read Event: The Lewis County Family Resource Network and Parents as Teachers has asked the library to sponsor an activity at the Roll and Read Event on September 16th. Karen and the board agreed that this project could be taken on by the new director and Katrina.

Future Meetings: The board decided they will meet again on Friday August 18th with the new director. After that, meetings will be held the first Monday of each month with the exception of Labor Day in Sept.

The meeting was adjourned at 5:00pm.

Tiffany Litton – Secretary

The September 11, 2017 meeting of the Louis Bennett Public Library was called to order by Bonnie Hersman, President with members Melissa Skinner, Megan Mullins Tiffany Litton, Karen Enderle, Director, and Rebecca Simmerman, Director-in-training in attendance

Reading of the Minutes – The minutes of the August 18, 2017 were read and accepted.

Treasurer's Report – Director, Karen Enderle presented library expenses for June, July, and August. Treasurer Megan Mullins is going to research banking options for the library accounts and safety deposit box.

Old Business – Director, Karen Enderle presented numbers on the Summer Reading Program and the Evans Foundation Grant.

New Business –

Building update: There are some issues with mold in the basement and mold in the attic of the library that need addressed. The board has directed Karen and/or Rebecca to get estimates from three companies to repair the mold situations. When Evans Foundation Grant money is approved part of it can be reallocated to cover some of the expense.

Safety Deposit Box – A motion was made by Tiffany Litton to transfer access of the Louis Bennett Safety Deposit Box at United Bank in Weston from Karen Enderle to Rebecca Simmerman. The motion was seconded by Melissa Skinner and all voted in favor.

Roll-n-Read Event- Rebecca presented the board with her plans for the Roll-n-Read event on September 16, 2017. The library's participation in this Parents as Teachers and Family Resource Network sponsored event is an attempt to encourage more community involvement of the library.

Retirement/Welcome Event – A motion was made by Megan Mullins that the event be held on October 10th, 2017 from 2:30 – 5:30. Ceremony starting at 3:00 followed by pizza and cake. Melissa Skinner seconded the motion and all voted in favor. Rebecca presented information on food/catering. The board discussed invitations and events. The board would like to see the event be well advertised.

WVLA Conference – Megan Mullins made a motion that we have Rebecca attend the WVLA conference. Melissa Skinner seconded the motion and all voted in favor. The library will cover the registration fee and expenses.

The board will meet again on October 2, 2017.

The meeting adjourned at 5:00pm.

The May 8, 2017 meeting of the Louis Bennett Public Library was called to order by Bonnie Hersman, President with Megan Mullins, Rose Robinson, David Bush, Tiffany Litton and Karen Enderle, Librarian in attendance.

Visitor to Meeting: Susie Vance, next door neighbor, spoke to the Board about the upkeep of the abandoned street and walkway between her house and the library. Susie organized a group to dig up dirt and uncover the walkway. Susie wants to work with the Library and Friends group to preserve the grounds of the library.

Reading of the Minutes: The minutes of the February 28, 2017 meeting were read and accepted.

Treasurer's Report: The report of February and March 2017 were reviewed and accepted.

Computer Statistics: The reports of February, March and April 2017 were reviewed and accepted.

Old Business

New Board Members: Karen introduced David Bush who is filling the unexpired term of Nancy Colburn and Tiffany Litton who is filling the unexpired term of Janice Sundstrom.

Election for Vice President and Secretary 2017: After some discussion, Rose made a motion to nominate Dave Bush as Vice President and Tiffany Litton as Secretary for this current fiscal year ending June 30, 2017. Megan seconded the motion and the motion carried.

Recommendation of Reappointment of David Bush: After some discussion, Rose made a motion to recommend the reappointment of Dave Bush whose term ends on June 30, 2017. Megan seconded the motion and the motion carried.

Job Search and Interview Questions Job summary can be used in Interview , Interview questions. Need to vote for vacation time 3 weeks and 2 personal days. Also a classified ad is typed up , Interviewee info

Audit Audit was completed and turned into the state in March.

New Business

Meeting adjourned and next meeting is scheduled for
Nancy Colburn, Secretary

Old Business

New Board Member: After some discussion, Rose made a motion to recommend to the Leis County Commission the appointment of Mr. David Bush of 323 E. First St, Weston, WV 26452 and his telephone number is 304-554-1549 to fill the unexpired term of Nancy Colburn. Megan seconded the motion and the motion carried.

Proposed Budget 2017-18: After some discussion, Rose made a motion to accept the budget as proposed with a raise to $12.50 per hour for parttime clerks. Megan seconded the motion and the motion carried.

Job Description: After some discussion, Rose made a motion to accept the job description as presented to the board and include the salary range as $35,000 to $36,000. Megan seconded the motion and the motion carried.

Meeting adjourned and next meeting is scheduled for May 1, 2017 at 3:30 PM.

Megan Mullins , Acting Secretary

The August 10, 2017 meeting of the Louis Bennett Public Library was called to order at 3:00pm by Bonnie Hersman, President. Megan Mullins, David Bush, Tiffany Litton, and Librarian, Karen Enderle were in attendance

Reading of the Minutes: The minutes from the August 7, 2017 meeting were read and accepted.

New Board Member: The board has received a letter of resignation from Rose Robinson. A motion was made by Megan Mullins to fill the unexpired term with Melissa Skinner, Tiffany Litton seconded the motion. All voted in favor. The motion passed. The board and director will take steps necessary to get Melissa sworn in before the September meeting.

Roll and Read Event: The Lewis County Family Resource Network and Parents as Teachers has asked the library to sponsor an activity at the Roll and Read Event on September 16th. Karen and the board agreed that this project could be taken on by the new director and Katrina.

Future Meetings: The board decided they will meet again on Friday August 18th with the new director. After that, meetings will be held the first Monday of each month with the exception of Labor Day in Sept.

The meeting was adjourned at 5:00pm.

Tiffany Litton – Secretary

The September 11, 2017 meeting of the Louis Bennett Public Library was called to order by Bonnie Hersman, President with members Melissa Skinner, Megan Mullins Tiffany Litton, Karen Enderle, Director, and Rebecca Simmerman, Director-in-training in attendance

Reading of the Minutes – The minutes of the August 18, 2017 were read and accepted.

Treasurer's Report – Director, Karen Enderle presented library expenses for June, July, and August. Treasurer Megan Mullins is going to research banking options for the library accounts and safety deposit box.

Old Business – Director, Karen Enderle presented numbers on the Summer Reading Program and the Evans Foundation Grant.

New Business –

Building update: There are some issues with mold in the basement and mold in the attic of the library that need addressed. The board has directed Karen and/or Rebecca to get estimates from three companies to repair the mold situations. When Evans Foundation Grant money is approved part of it can be reallocated to cover some of the expense.

Safety Deposit Box – A motion was made by Tiffany Litton to transfer access of the Louis Bennett Safety Deposit Box at United Bank in Weston from Karen Enderle to Rebecca Simmerman. The motion was seconded by Melissa Skinner and all voted in favor.

Roll-n-Read Event- Rebecca presented the board with her plans for the Roll-n-Read event on September 16, 2017. The library's participation in this Parents as Teachers and Family Resource Network sponsored event is an attempt to encourage more community involvement of the library.

Retirement/Welcome Event – A motion was made by Megan Mullins that the event be held on October 10th, 2017 from 2:30 – 5:30. Ceremony starting at 3:00 followed by pizza and cake. Melissa Skinner seconded the motion and all voted in favor. Rebecca presented information on food/catering. The board discussed invitations and events. The board would like to see the event be well advertised.

WVLA Conference – Megan Mullins made a motion that we have Rebecca attend the WVLA conference. Melissa Skinner seconded the motion and all voted in favor. The library will cover the registration fee and expenses.

The board will meet again on October 2, 2017.

The meeting adjourned at 5:00pm.

Louis Bennett Public Library

Statistics

Month: May 2017

		Last year
Attendance (people visiting the library)	1,105	1,255
Circulation of Library Materials	1,401	1,909
Circulation of Juvenile collection	582	600
Patrons added to Follett	13	
Items (books, etc.) Added to Follett	208	
Items (books, etc.) Deleted from Follett	27	
Photocopies	$ 248.10	
Fax	$ 113.50	
Fines	$ 9.55	

Internet Computer

Patrons using Internet on their own (# of sessions) 266
Wireless Users (# of sessions) 69

Groups at the Library

4 Toddler times total attendance 53 children / 33 adults (aver. 13 children + 8 adults)

Agra Bennett Book Club 3 people

Louis Bennett Public Library

Statistics

Month: June 2017		Last year
Attendance (people visiting the library)	1,101	1,301
Circulation of Library Materials	1,913	2,105
Circulation of Juvenile collection	1,113	955
Patrons added to Follett	20	
Total Number of Library Patrons	5,920	
Items (books, etc.) Added to Follett	121	
Items (books, etc.) Deleted from Follett	72	
Photocopies	$ 207.75	
Fax	$ 74.00	
Fines	$ 35.40	

Internet Computer

Patrons using Internet on their own (# of sessions) 248
Wireless Users (# of sessions) 52

Groups at the Library

2 Tuesday storytimes total attendance 32 children / 19 adults
(aver. 16 children + 10 adults)

4 Toddler times total attendance 37 children / 24 adults
(aver.9 children + 6 adults)

Book Club 3 people

Louis Bennett Public Library
148 Court Avenue
Weston, WV 26452

Statistics for FY 2016- 2017
July 2016- June 2017

Attendance (people visiting the library) 13,499
Circulation of Library Materials 19,921
Circulation of Juvenile collection 9,003

Items (books, etc.) Added to collection 1,406
Items (books, etc.) Deleted from collection 1,817
Photocopies $ 2,040.40
Fax $ 1,409.00
Fines $ 276.85

Patrons on computer system 5,920

Library Materials on Computer 15,541

Interlibrary Loans
Sent out 22
Received in 5

Internet Computer
Patrons using Internet on their own (# of sessions) 2,973
Wireless sessions 1,015

Number of Children's Programs 56
Total Children's Program Attendance 1,211

Number of Young Adult Programs 3
Total of Young Adult Attendance 33

Louis Bennett Public Library

Statistics

Month: July 2017		Last year
Attendance (people visiting the library)	954	1,296
Circulation of Library Materials	1,909	2,008
Circulation of Juvenile collection	983	1,027
Patrons added to Follett	15	
Items (books, etc.) Added to Follett	160	
Items (books, etc.) Deleted from Follett	26	
Photocopies	$ 159.40	
Fax	$ 141.50	
Fines	$ 74.50	

Internet Computer

Patrons using Internet on their own (# of sessions) 256
Wireless Users (# of sessions) 31

Groups at the Library

Children signed up for Summer Reading Program 56
3 Tuesday storytimes total attendance 64 children / 40adults
(aver. 21 children + 13 adults)

4 Toddler times total attendance 3 0 children / 16 adults (aver. 8 children + 4 adults)

Book Club 3 people

Sharpe Hospital 2 staff, 4 clients
Student tutoring 6 sessions (1 teacher, 1 student)

Louis Bennett Public Library

Statistics

Month: August 2017		Last year
Attendance (people visiting the library)	868	1115
Circulation of Library Materials	1,643	1703
Circulation of Juvenile collection	766	610
Patrons added to Follett	10	
Total Number of Library Patrons	5,963	
Items (books, etc.) Added to Follett	99	
Items (books, etc.) Deleted from Follett	17	
Photocopies	$205.45	
Fax	$175.00	
Fines	$ 61.05	

Internet Computer

Patrons using Internet on their own (# of sessions)	214
Wireless Users (# of sessions)	29

Groups at the Library

5 Toddler times total attendance 48 children / 29 adults (aver. 10 children + 6 adults)

Book Club 3 people

Student tutoring 1 session (1 teacher, 1 student)

Sharpe Hospital 3 staff, 3 clients

Meeting in 2nd floor room 3 adults

Louis Bennett Public Library

Report of Lewis County Hotel/ Motel Funding

April 2017	**$ 1,912.01**
Leftover	**$ 24,366.17**

Total spent	**$ 6,309.64**
Leftover	**$ 19,968.54**

LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES
April, 2017

CONTRACTURAL SERVICES			
1. TELEPHONE			
	A. Frontier	$132.62	
	B. AT&T	$7.61	
	TOTAL	----------	$140.23
2. UTILITIES			
	A. Weston Sanitary Board	$38.17	
	B. WV-American Water	$31.80	
	C. Dominion Hope	$178.00	
	D. Mon Power	$201.69	
	TOTAL		$449.66
3. MAINTENANCE			
	A. UniFirst Corporation-mats	$50.55	
	B. Dodson Pest Control	$155.00	
	C. Walmart	$67.79	
	D. Southern States-trimmer	$246.41	
	E. Erick Jensen-balance painting cir room	$5,200.00	
	TOTAL		$5,719.75

Louis Bennett Public Library

Report of Lewis County Hotel/ Motel Funding

May 2017	**$ 2,870.30**
Leftover	**$ 19,968.54**

Total spent	**$ 16,159.11**
Leftover	**$ 6,679.73**

		LOUIS BENNETT PUBLIC LIBRARY			
		EXPENDITURES			
			May, 2017		
CONTRACTURAL SERVICES					
1. TELEPHONE					
	A. Frontier			$132.79	
	B. AT&T			$2.22	
		TOTAL		----------	$135.01
2. UTILITIES					
	A. Weston Sanitary Board			$23.69	
	B. WV-American Water			$60.56	
	C. Dominion Hope			$178.00	
	D. Mon Power			$205.40	
		TOTAL			$467.65
3. MAINTENANCE					
	A. UniFirst Corporation-mats			$101.10	
	B. Southern States			$29.95	
	C. Jjay Associates-shelving			$15,425.40	
		TOTAL			$15,556.45

Louis Bennett Public Library

Report of Lewis County Hotel/ Motel Funding
June 2017 $ 6,834.33
Leftover $ 6,679.73

Total spent $ 2,496.50
Leftover $ 11,017.56

**** Leftover funds will be rolled over to the new fiscal year , 2017-2018**

LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES
June, 2017

CONTRACTURAL SERVICES			
1. TELEPHONE			
	A. Frontier	$132.36	
	B. AT&T		
	TOTAL	----------	$132.36
2. UTILITIES			
	A. Weston Sanitary Board		
	B. WV-American Water		
	C. Dominion Hope	$178.00	
	D. Mon Power	$222.28	
	TOTAL		$400.28
3. MAINTENANCE			
	A. UniFirst Corporation-mats	$202.96	
	B. Dodson Pest Control	$45.00	
	C. WalMart-maint	$235.90	
	D. Basement Systems of WV-maint	$1,480.00	
	TOTAL		$1,963.86

Louis Bennett Public Library

Report of Lewis County Hotel/ Motel Funding
July 2017 $ 3.785.17
Leftover $ 11,017.56

Total spent $ 3,323.23
Leftover $ 11,479.50

		LOUIS BENNETT PUBLIC LIBRARY			
		EXPENDITURES			
			July, 2017		
CONTRACTURAL SERVICES					
1. TELEPHONE					
	A. Frontier			$131.44	
	B. AT&T			$10.91	
		TOTAL		----------	$142.35
2. UTILITIES					
	A. Weston Sanitary Board			$153.88	
	B. WV-American Water			$114.47	
	C. Dominion Hope			$178.00	
	D. Mon Power			$250.53	
		TOTAL			$696.88
3. MAINTENANCE					
	A. UniFirst Corporation-mats			$51.31	
	B. Dodson Pest Control			$90.00	
	C. WalMart-maint			$46.74	
	D. WeatherService-check unit			$84.00	
	E. Southern States			$11.95	
CAPITAL IMPROVEMENTS					
	Keystone Waterproofing-repoint brick motor			7/31/2017	$2,200.00

LOUIS BENNETT PUBLIC LIBRARY
FINANCIAL REPORT
May, 2017

CHECKBOOK BALANCE	5/1/2017	$43,517.62
RECEIPTS AND DEPOSITS		$5,616.85

		$49,134.47
DISBURSEMENTS		$33,340.04

CHECKBOOK BALANCE	5/31/2017	$15,794.43

RECEIPTS AND DEPOSITS
May, 2017

WVLC Grant-in-Aid	
Donations	$20.00
Lewis County Commission-hotel/motel tax	$2,870.30
Copies	$248.10
FAX	$113.50
Fines	$9.55
Interest on checking account	$1.77
CD interest	$8.63
Friends of Library-reimbursement Summer R	$1,120.00
Lewis County Bd of Education-levy	$725.00
Evans Foundation Grant	
Weston Historic Landmark Commission	$500.00

TOTAL	$5,616.85
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LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES
May, 2017

CONTRACTURAL SERVICES		
1. TELEPHONE		
A. Frontier	$132.79	
B. AT&T	$2.22	
TOTAL	----------	$135.01
2. UTILITIES		
A. Weston Sanitary Board	$23.69	
B. WV-American Water	$60.56	
C. Dominion Hope	$178.00	
D. Mon Power	$205.40	
TOTAL		$467.65
3. MAINTENANCE		
A. UniFirst Corporation-mats	$101.10	
B. Southern States	$29.95	
C. Jjay Associates-shelving	$15,425.40	
TOTAL		$15,556.45
4. OTHER		
A. John E Law CPA,A.C.-05/17 acctg	$340.00	
B. Tetrick & Bartlett-06/30/16 audit	$1,700.00	
TOTAL		$2,040.00
TOTAL CONTRACTURAL SERVICES		$18,199.11
COMMODITIES		
1. BOOKS/PERIODICALS		
A. Ingram Library Services-books	$3,000.00	
B. Center Pointe Large Print-books	$2,092.32	
C. Meredith Books-books	$35.94	
		$5,128.26
2. VIDEO/AUDIO		
TOTAL		$0.00
		$5,128.26

LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES
May, 2017

3. SUPPLIES		
A. Xerox-3/30-4/22 meter usage	$26.86	
B. Office Depot-office supplies	$113.95	
C. DEMCO-library supplies	$212.56	
D. Postmaster-postage- 100 .49 stamps	$49.00	
TOTAL		$402.37
4. OTHER		
A. Paint Misbehavin-Summer Reading Program	$200.00	
B. WV Secretary of State-2017 annual report Foundation	$25.00	
TOTAL		$225.00
TOTAL COMMODITIES		$627.37
SALARIES & FRINGES		$9,385.30
TOTAL DISBURSEMENTS		$33,340.04

LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES BUDGET STATUS
FISCAL YEAR JUNE, 2017

	FY Budget	CURRENT May, 2017 Expenditures	YEAR TO DATE 5/31/2017	BUDGET Status 6/30/2017
WAGES & BENEFITS				
WAGES	$74,697.00	$6,337.65	$68,039.65	$6,657.35
SOCIAL SECURITY	$5,000.00	$484.83	$5,202.22	($202.22)
HOSPITALIZATION	$19,007.00	$1,239.80	$14,115.80	$4,891.20
RETIREMENT	$8,155.00	$609.02	$6,753.40	$1,401.60
UNEMPLOYMENT	$700.00		$733.27	($33.27)
BRICKSTREET	$2,000.00		$895.00	$1,105.00
WV RETIREE TRUST	$4,000.00	$714.00	$7,074.00	($3,074.00)
TOTAL	$113,559.00	$9,385.30	$102,813.34	$10,745.66
LIBRARY MATERIALS				
BOOKS	$20,000.00	$5,128.26	$18,752.85	$1,247.15
AUDIOVISUALS	$2,000.00		$700.54	$1,299.46
PERIODICALS/NEWSPAPE	$400.00		$332.46	$67.54
TOTAL	$22,400.00	$5,128.26	$19,785.85	$2,614.15
UTILITIES/TELEPHONE	$10,000.00	$602.66	$6,796.30	$3,203.70
BUILDING REPAIRS/MAIN	$20,665.00	$15,556.45	$49,447.58	($28,782.58)
INSURANCE	$126.00		$126.00	$0.00
POSTAGE/FREIGHT	$200.00	$49.00	$96.00	$104.00
OFFICE SUPPLIES	$3,500.00	$140.81	$2,785.94	$714.06
LIBRARY SUPPLIES	$4,500.00	$212.56	$1,944.10	$2,555.90
PROGRAMMING	$1,200.00	$200.00	$1,319.13	($119.13)
TRAVEL	$600.00		$475.27	$124.73
MEMBERSHIP DUES	$50.00	$25.00	$25.00	$25.00
TECHNOLOGY	$4,000.00			$4,000.00
MAINT CONT (COPIER/FAX				$0.00
ACCOUNTING/AUDIT	$5,000.00	$2,040.00	$4,677.00	$323.00
CONTINUING EDUCATION	$400.00		$110.00	$290.00
TOTAL	$50,241.00	$18,826.48	$67,802.32	($17,561.32)
TOTAL BUDGET	$186,200.00	$33,340.04	$190,401.51	($4,201.51)

MAIN STAY FUNDS			057-55004287	03/31/17	$12,550.84
FEDERATED EQUITY INCOME FUND A				03/31/17	$59,987.86
		NASDAQ:LEIFX			---
					$72,538.70
					==========
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URILLA M BLAND REFERENCE CENTER					
UNITED NATIONAL BANK,		CD #451-0797677			$35,000.00
INTEREST	1/23/2017		$26.40		==========
	4/18/2017		$25.89		
	5/2/2017		$8.63		
	To date Interest			$22,356.95	
	**********				
R BLAND AND STATE FUNDING					
SAVINGS ACCOUNT-Citizens Bank					
			2098512	12/31/16	$53,712.63
Deposits-					
					$0.00
INTEREST			3/31/2017	$28.07	
			6/30/2017		
			9/30/2017		
			12/31/2017		$28.07
					$53,740.70
TRANSFER TO CHECKING ACCOUNT					
			2/14/2017	$16,000.00	
					$16,000.00
		Balance		6/30/2017	$37,740.70
	**********	**********		**********	**********
CAPITAL IMPROVEMENTS					
	Erick Jensen	foundation repairs/parging		Oct, 2016	$4,300.00

LOUIS BENNETT PUBLIC LIBRARY
FINANCIAL REPORT
June, 2017

CHECKBOOK BALANCE	6/1/2017	$15,794.43
RECEIPTS AND DEPOSITS		$9,747.29

		$25,541.72
DISBURSEMENTS		$14,754.94

CHECKBOOK BALANCE	6/30/2017	$10,786.78

RECEIPTS AND DEPOSITS
June, 2017

WVLC Grant-in-Aid	
Donations	$395.00
Lewis County Commission-hotel/motel tax	$6,834.33
Copies	$207.75
FAX	$74.00
Fines	$35.40
Interest on checking account	$0.81
CD interest	
Sprigg Estate	$2,200.00
Lewis County Bd of Education-levy	
Evans Foundation Grant	

TOTAL	$9,747.29
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LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES
June, 2017

CONTRACTURAL SERVICES		
1. TELEPHONE		
A. Frontier	$132.36	
B. AT&T		
TOTAL	----------	$132.36
2. UTILITIES		
A. Weston Sanitary Board		
B. WV-American Water		
C. Dominion Hope	$178.00	
D. Mon Power	$222.28	
TOTAL		$400.28
3. MAINTENANCE		
A. UniFirst Corporation-mats	$202.96	
B. Dodson Pest Control	$45.00	
C. WalMart-maint	$235.90	
D. Basement Systems of WV-maint	$1,480.00	
TOTAL		$1,963.86
4. OTHER		
A. John E Law CPA,A.C.-06/17 acctg	$255.00	
B. Follett School Solutions-technology	$719.00	
TOTAL		$974.00
TOTAL CONTRACTURAL SERVICES		$3,470.50
COMMODITIES		
1. BOOKS/PERIODICALS		
A. Children's Plus Inc-books	$1,182.83	
		$1,182.83
2. VIDEO/AUDIO		
TOTAL		$0.00
		$1,182.83

LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES
June, 2017

3. SUPPLIES		
A. Xerox-3/30-5/2017 meter usage	$98.91	
B. Office Depot-office supplies	$444.05	
C. DEMCO-library supplies	$480.24	
TOTAL		$1,023.20
4. OTHER		
TOTAL		$0.00
TOTAL COMMODITIES		$1,023.20
SALARIES & FRINGES		$9,078.41
TOTAL DISBURSEMENTS		$14,754.94

LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES BUDGET STATUS
FISCAL YEAR JUNE, 2017

	FY Budget	CURRENT June, 2017 Expenditures	YEAR TO DATE 6/30/2017	BUDGET Status 6/30/2017
WAGES & BENEFITS				
WAGES	$74,697.00	$6,103.90	$74,143.55	$553.45
SOCIAL SECURITY	$5,000.00	$463.35	$5,665.57	($665.57)
HOSPITALIZATION	$19,007.00	$1,239.80	$15,355.60	$3,651.40
RETIREMENT	$8,155.00	$557.36	$7,310.76	$844.24
UNEMPLOYMENT	$700.00		$733.27	($33.27)
BRICKSTREET	$2,000.00		$895.00	$1,105.00
WV RETIREE TRUST	$4,000.00	$714.00	$7,788.00	($3,788.00)
TOTAL	$113,559.00	$9,078.41	$111,891.75	$1,667.25
LIBRARY MATERIALS				
BOOKS	$20,000.00	$1,182.83	$19,935.68	$64.32
AUDIOVISUALS	$2,000.00		$700.54	$1,299.46
PERIODICALS/NEWSPAPE	$400.00		$332.46	$67.54
TOTAL	$22,400.00	$1,182.83	$20,968.68	$1,431.32
UTILITIES/TELEPHONE	$10,000.00	$532.64	$7,328.94	$2,671.06
BUILDING REPAIRS/MAIN	$20,665.00	$1,963.86	$51,411.44	($30,746.44)
INSURANCE	$126.00		$126.00	$0.00
POSTAGE/FREIGHT	$200.00		$96.00	$104.00
OFFICE SUPPLIES	$3,500.00	$542.96	$3,328.90	$171.10
LIBRARY SUPPLIES	$4,500.00	$480.24	$2,424.34	$2,075.66
PROGRAMMING	$1,200.00		$1,319.13	($119.13)
TRAVEL	$600.00		$475.27	$124.73
MEMBERSHIP DUES	$50.00		$25.00	$25.00
TECHNOLOGY	$4,000.00	$719.00	$719.00	$3,281.00
MAINT CONT (COPIER/FAX				$0.00
ACCOUNTING/AUDIT	$5,000.00	$255.00	$4,932.00	$68.00
CONTINUING EDUCATION	$400.00		$110.00	$290.00
TOTAL	$50,241.00	$4,493.70	$72,296.02	($22,055.02)
TOTAL BUDGET	$186,200.00	$14,754.94	$205,156.45	($18,956.45)

MAIN STAY FUNDS			057-55004287	06/30/17	$12,850.29
FEDERATED EQUITY INCOME FUND A				06/30/17	$60,393.28
		NASDAQ:LEIFX			---
					$73,243.57
					==========

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URILLA M BLAND REFERENCE CENTER					
UNITED NATIONAL BANK, CD #451-0797677					$35,000.00
INTEREST	1/23/2017		$26.40		==========
	4/18/2017		$25.89		
	5/2/2017		$8.63		
	To date Interest			$22,356.95	

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R BLAND AND STATE FUNDING					
SAVINGS ACCOUNT-Citizens Bank					
			2098512	12/31/16	$53,712.63
Deposits-					
					$0.00
INTEREST			3/31/2017	$28.07	
			6/30/2017	$23.52	
			9/30/2017		
			12/31/2017		$51.59
					$53,764.22
TRANSFER TO CHECKING ACCOUNT					
			2/14/2017	$16,000.00	
					$16,000.00
		Balance		6/30/2017	$37,764.22

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CAPITAL IMPROVEMENTS				
	Erick Jensen	foundation repairs/parging	Oct, 2016	$4,300.00

LOUIS BENNETT PUBLIC LIBRARY
FINANCIAL REPORT
July, 2017

CHECKBOOK BALANCE	7/1/2017	$10,786.78
RECEIPTS AND DEPOSITS		$36,033.60

		$46,820.38
DISBURSEMENTS		$13,441.95

CHECKBOOK BALANCE	7/31/2017	$33,378.43

RECEIPTS AND DEPOSITS
July, 2017

WVLC Grant-in-Aid	$20,851.00
Donations	$20.00
Lewis County Commission-hotel/motel tax	$3,785.17
Copies	$159.40
FAX	$141.50
Fines	$75.40
Interest on checking account	$1.13
CD interest	
Sprigg Estate	
Lewis County Bd of Education-levy	
Evans Foundation Grant	
Transfer from R Bland Savings Account for repointing	$11,000.00

TOTAL	$36,033.60
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LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES
July, 2017

CONTRACTURAL SERVICES			
1. TELEPHONE			
A. Frontier	$131.44		
B. AT&T	$10.91		
TOTAL	----------	$142.35	
2. UTILITIES			
A. Weston Sanitary Board	$153.88		
B. WV-American Water	$114.47		
C. Dominion Hope	$178.00		
D. Mon Power	$250.53		
TOTAL		$696.88	
3. MAINTENANCE			
A. UniFirst Corporation-mats	$51.31		
B. Dodson Pest Control	$90.00		
C. WalMart-maint	$46.74		
D. WeatherService-check unit	$84.00		
E. Southern States	$11.95		
TOTAL		$284.00	
4. OTHER			
A. John E Law CPA,A.C.-07/17 acctg	$330.00		
B. Keystone Waterproofing-repoint brick	$2,200.00		
TOTAL		$2,530.00	
TOTAL CONTRACTURAL SERVICES		$3,653.23	
COMMODITIES			
1. BOOKS/PERIODICALS			
A. Children's Plus Inc-books	$67.80		
		$67.80	
2. VIDEO/AUDIO			
TOTAL		$0.00	
		$67.80	

LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES
July, 2017

3. SUPPLIES		
A. Demco	$77.80	
B. Xerox Corporation	$114.28	
TOTAL		$192.08
4. OTHER		
TOTAL		$0.00
TOTAL COMMODITIES		$192.08
SALARIES & FRINGES		$9,528.84
TOTAL DISBURSEMENTS		$13,441.95

LOUIS BENNETT PUBLIC LIBRARY
EXPENDITURES BUDGET STATUS
FISCAL YEAR JUNE, 2018

	FY Budget	CURRENT Expenditures 7/31/2017	YEAR TO DATE 7/31/2017	BUDGET Status 6/30/2018
WAGES & BENEFITS				
WAGES	$85,097.00	$6,582.91	$6,582.91	$78,514.09
SOCIAL SECURITY	$6,000.00	$507.20	$507.20	$5,492.80
HOSPITALIZATION	$18,000.00	$1,350.80	$1,350.80	$16,649.20
RETIREMENT	$8,500.00	$571.73	$571.73	$7,928.27
UNEMPLOYMENT	$700.00	$162.20	$162.20	$537.80
BRICKSTREET	$2,000.00			$2,000.00
WV RETIREE TRUST	$6,000.00	$354.00	$354.00	$5,646.00
TOTAL	$126,297.00	$9,528.84	$9,528.84	$116,768.16
LIBRARY MATERIALS				
BOOKS	$20,000.00	$67.80	$67.80	$19,932.20
AUDIOVISUALS	$500.00			$500.00
PERIODICALS/NEWSPAPE	$500.00			$500.00
TOTAL	$21,000.00	$67.80	$67.80	$20,932.20
UTILITIES/TELEPHONE	$8,000.00	$839.23	$839.23	$7,160.77
BUILDING REPAIRS/MAIN	$20,000.00	$284.00	$284.00	$19,716.00
INSURANCE	$126.00			$126.00
POSTAGE/FREIGHT	$150.00			$150.00
OFFICE SUPPLIES	$3,000.00			$3,000.00
LIBRARY SUPPLIES	$4,500.00	$192.08	$192.08	$4,307.92
PROGRAMMING	$1,000.00			$1,000.00
TRAVEL	$500.00			$500.00
MEMBERSHIP DUES	$50.00			$50.00
TECHNOLOGY	$2,000.00			$2,000.00
MAINT CONT (COPIER/FAX				$0.00
ACCOUNTING/AUDIT	$5,000.00	$330.00	$330.00	$4,670.00
CONTINUING EDUCATION	$200.00			$200.00
TOTAL	$44,526.00	$1,645.31	$1,645.31	$42,880.69
TOTAL BUDGET	$191,823.00	$11,241.95	$11,241.95	$180,581.05

MAIN STAY FUNDS			057-55004287	06/30/17	$12,850.29
FEDERATED EQUITY INCOME FUND A				06/30/17	$60,393.28
		NASDAQ:LEIFX			----------
					$73,243.57
					==========
	**********				
URILLA M BLAND REFERENCE CENTER					
UNITED NATIONAL BANK,		CD #451-0797677			$35,000.00
INTEREST	1/23/2017		$26.40		==========
	4/18/2017		$25.89		
	5/2/2017		$8.63		
	To date Interest			$22,356.95	
	**********				
R BLAND AND STATE FUNDING					
SAVINGS ACCOUNT-Citizens Bank					
			2098512	12/31/16	$53,712.63
Deposits-					
					$0.00
INTEREST			3/31/2017	$28.07	
			6/30/2017	$23.52	
			9/30/2017		
			12/31/2017		$51.59
					$53,764.22
TRANSFER TO CHECKING ACCOUNT					
			2/14/2017	$16,000.00	
			7/26/2017	$11,000.00	
					$27,000.00
		Balance		6/30/2017	$26,764.22
	**********	**********		**********	**********
CAPITAL IMPROVEMENTS					
	Keystone Waterproofing-repoint brick motor			7/31/2017	$2,200.00

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Subject: [FWD: October 19th]
From: spoling@lewiscountywv.org
Date: Wed, Sep 20, 2017 7:46 am
To: lwhetsell@lewiscountywv.org

-------- Original Message --------
Subject: October 19th
From: <spoling@lewiscountywv.org>
Date: Tue, September 19, 2017 4:45 pm
To: cwhetsell@lewiscountywv.org

The Secretary of State is coming on October 19th at 2:30 pm to present an award to Cindy. Elected officials are invited.

Stella :)

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Subject: Fw: Annual Dinner Announcement

From: Lewis County Commission Office (lccommission@yahoo.com)

To: aqueen4500@aol.com; patrickboyle7191@yahoo.com; centralwv@yahoo.com; cindywhetsell@yahoo.com;

Date: Wednesday, September 13, 2017 8:24 AM

On Tuesday, September 12, 2017 2:52 PM, "lcinfo@lcchamber.org" <lcinfo@lcchamber.org> wrote:

Plans are underway for the Lewis County Chamber of Commerce 82nd Annual Dinner. The dinner is scheduled for Tuesday, October 10 at WVU Jackson's Mill. The festivities will begin in the Assembly Hall at 5:30 with a social hour. Dinner will follow in Mount Vernon Dining Hall at 6:30. Paul Ruppert, President Dominion Midstream Operations, Dominion Energy, Inc. will be the keynote speaker for the event. An awards ceremony will follow. Nominations are currently being sought for Lewis Countian of the Year, Business of the Year, and Chamber Member of the Year. Please submit nominations to lcinfo@lcchamber.org before September 18.

Paul Ruppert, President Dominion Midstream Operations, Dominion Energy, Inc. will be the keynote speaker for this event. An awards ceremony will follow. Please find the sponsorship form in the attachment. Tickets will be on sale next week at several locations.

Sherry L. Rogers
Executive Director, Lewis County Chamber of Commerce

115 East Second Street Weston, WV 26452
Phone: 304-269-2608 Fax: 304-517-1608
www.lcchamber.org

Virus-free. www.avast.com