

COUNTY COMMISSION OF LEWIS COUNTY

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COMMISSIONERS:
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AGNES G. QUEEN
Commissioner
ROD WYMAN
Commissioner

LEWIS COUNTY COMMISSION
110 CENTER AVENUE, 2ND FLOOR
WESTON, WV 26452
AMENDED MEETING AGENDA
Monday, December 4, 2017

SILENT MEDITATION AND PLEDGE OF ALLEGIANCE

- 1. 10:00 AM** **Call Meeting to Order**
- 2. 10:05 AM** **John Breen, Lewis County Assessor**
RE: Exonerations, Consolidations, Apportionments
Draft copies will be available for review Wednesday, November 30, 2017.
(*action required*)

APPOINTMENTS

- 3. NONE**

CORRESPONDENCE

- 4. Upshur County Commission Meeting Agenda:** Upshur County Commission Meeting Agenda for November 30, 2017. (*information only*)
- 5. Lewis Upshur Local Emergency Planning Committee (LEPC) Meeting Minutes:** Minutes of the November 15, 2017 meeting of the LEPC. (*information only*)

BUSINESS

- 6. Board(s) and Committee(s) Reports:** Reports by Commissioners of any board(s) or committee(s) attended including: Lewis County Economic Development Authority; 200th Birthday Planning Committee; Chamber Ribbon Cutting at Southern States; Jane Lew Fire Department Awards Dinner. (*information only*)
- 7. Approval of Lewis County Fiscal Year 2017 Financial Statement:** The Lewis County Commission contracted with the West Virginia State Auditor's Office to prepare the Fiscal Year 2017 Financial Statement. The completed statement is submitted for approval, (*action required*)
- 8. Approval of Emergency Relocation of Polling Places for the Special Fire Levy Election:** County Clerk Cynthia Rowan has advertised the desire to relocate Precincts 22 (Churchville) to the Pricetown Fire Department and Precinct 23 (EEOC Building at Jackson's Mill) to the Dorsey Center at Jackson's Mill for the Special Fire Levy Election. The County Commission is asked to approve these emergency relocations of precincts for the Special Fire Levy Election only. (*action required*)
- 9. Lewis County Economic Development Authority Report of Activities:** Lewis County Economic Development Authority Director Michael Herron will update the commission on activities by the authority. (*information only*)

10. Time Sheets and Leave Requests *(action required)*

- a) Lucinda Whetsell November 2017 Monthly Time Sheet
- b) Michael Herron November 2017 Monthly Time Sheet

ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:

- 11. 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 Wednesday, November 30, 2017. *(action required)*
- 12. Approval of Estates:** 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 Wednesday, November 30, 2017. *(action required)*
- 13. Presentation by the County Clerk of the Orders of Prior Meeting(s):** The Lewis County Clerk presents the Orders (minutes) of previous Lewis County Commission meeting(s) for approval. Draft copies will be available for review upon request Wednesday, November 30, 2017. *(action required)*
- 14. Expenses for the Current Period Presented for Consideration of Payment:** Draft copies will be available for review upon request Wednesday, November 30, 2017. *(action required)*

ADJOURNMENT:

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

LEWIS COUNTY COMMISSION MEETING MANAGEMENT

- Regular meeting agendas will be posted and available to the public before closure two (2) business days prior to the meeting date.
- Agenda matters to be reviewed and/or considered during the meeting are at the discretion of the Lewis County Commission.
- Appointments to speak with the county commission must be scheduled before 10 AM three (3) business days prior to the meeting. Appointments will be given a ten (10) minute time allowance.
- Open discussion by Commission unless executive session is motioned per WV Code §6-9A-4.
- Input or recommendation from constitutional officers, staff or public that is not listed by name on the agenda will only be allowed if requested by the commission or required by statute.
- Those not scheduled on the agenda may sign up for public comment at a minimum fifteen (15) minutes prior to the start of the meeting. Public comment is limited to five (5) minutes per speaker.
- motion required for consideration of vote.
- All votes unanimous unless otherwise stated.

**Roberts Rules of Order is utilized as a guide only.
The Commission controls meeting management, discussion and input.**