

# 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, 2<sup>ND</sup> FLOOR**  
**WESTON, WV 26452**  
**MEETING AGENDA**  
**Monday, December 18, 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 Thursday, December 14, 2017.  
(action required)

## **APPOINTMENTS**

- 3. None**

## **CORRESPONDENCE**

- 4. Upshur County Commission Meeting Agenda:** The Upshur County Commission Meeting Agenda for Thursday, December 14, 2017. (*information only*)
- 5. Louis Bennett Public Library Board Agenda and Monthly Report:** Agenda and Monthly Report of the December 4, 2017 meeting of the Louis Bennett Library Board, the financial report for October 2017 including expenditures of the Hotel/Motel Funding, and Statistics of visitors and use of the library. (*information only*)
- 6. Jane Lew Public Service District Meeting Minutes:** Minutes of the Regular Meeting for the Jane Lew Public Service District held on October 12, 2017. (*information only*)
- 7. Lewis-Gilmer E911 Monthly Call Report:** Call report and disposition by agency received by the Lewis-Gilmer E911 Center for the month of November 2017. (*information only*)
- 8. Sheriff's Monthly Settlement:** Sheriff Adam Gissy submits the November 2017 Monthly Settlement (reconciliation) of Lewis County financial accounts. (*information only*)
- 9. West Virginia Regional Jail and Correctional Facility Monthly Invoice:** November 2017 monthly invoice to Lewis County for inmates housed in the Regional Jail: 1,439 days X \$48.25 per diem=\$69,431.75. (*information only*)
- 10. Lewis-Gilmer E911 Advisory Board Meeting Minutes:** Meeting Minutes of Lewis-Gilmer E911 Advisory Board for November and December 2017. (*information only*)

## BUSINESS

- 11. Boards and Committee Report(s):** Reports by Commissioners of any board(s) or committee(s) attended including: Alum Bridge Neighborhood Watch; Lewis County Community Educational Out-reach Service (CEOS) Holiday Dinner; Lewis County Economic Development Authority Water Project Status Meeting; Courthouse Holiday Luncheon; Ambulance Authority Christmas Dinner; Pricetown Volunteer Department Fire Community Dinner. *(information only)*
- 12. Special Election Invoice Certificate for Reimbursement from the State of West Virginia Road Bond Election:** County Clerk, Cynthia Rowan, presents for signature the Special Election Invoice Certificate in the amount of \$31,112.63 to be submitted to the State of West Virginia for reimbursement to Lewis County. *(action required)*
- 13. 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)*
- 14. Time Sheets and Leave Requests:** Tom Alkire      December 15, 2017      Annual Leave  
*(action required)*

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

- 15. 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 Thursday, December 14, 2017. *(action required)*
- 16. 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, December 14, 2017. *(action required)*
- 17. 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, December 14, 2017. *(action required)*
- 18. Expenses for the Current Period Presented for Consideration of Payment:** Draft copies will be available for review upon request Wednesday, December 14, 2017. *(action required)*

## ADJOURNMENT:

- 19. 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.**