

# COUNTY COMMISSION OF LEWIS COUNTY

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

**LEWIS COUNTY COMMISSION**  
**110 CENTER AVENUE, 2<sup>ND</sup> FLOOR**  
**WESTON, WV 26452**  
**MEETING AGENDA**  
**Monday, January 8, 2018**

## **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, January 4, 2018.  
(*action required*)

## **APPOINTMENTS**

- 3. 10:15 AM**      **Tammy McDonald**      **RE: Concern of Citizens paying \$20.00 Fire Fee and unable to get assistance when needed**

## **CORRESPONDENCE**

- 4. Upshur County Commission Agenda:** Copy of the Upshur County Commission Agenda for January 4, 2018 (*information only*)
- 5. Sheriffs Monthly Vehicle Report:** Sheriffs Monthly Vehicle report for December 2017 including fleet mileage. (*information only*)

## **BUSINESS**

- 6. Boards and Committee Report(s):** Reports by Commissioners of any board(s) or committee(s) attended. (*information only*)
- 7. Approval of Emergency Absentee Voting Policy:** Approval and signature of the Emergency Absentee Voting Policy per WV State Code §3-3-5c as defined under WV State Code § 3-3-1 (*anyone who remains confined and is unable to vote in person on election day, whether in a nursing home, hospital or other duly licensed health care facility within the county or within 35 miles of the county seat of Lewis County for medical treatment*). (*action required*)
- 8. Approval of Emergency Absentee Voter Ballot Commissioners:** Approval of Emergency Absentee Voter Ballot Commissioners per WV State Code §3-3-5c of Stella W. Poling, Non-Partisan and Terri L. Walker, Republican to be appointed to serve. (*action required*)

**9. Time Sheets and Leave Requests:**

Lucinda Whetsell Approval of 7 hours of Annual Leave to Sick Leave James Gum  
Approval of 4 hours of Annual Leave to Sick Leave  
(*action required*)

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

- 10. 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, January 4, 2018. (*action required*)
- 11. 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, January 4, 2018. (*action required*)
- 12. 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, January 4, 2018. (*action required*)
- 13. Expenses for the Current Period Presented for Consideration of Payment:** Draft copies will be available for review upon request Wednesday, January 4, 2018. (*action required*)

**ADJOURNMENT:**

- 14. 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.**