

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 Meeting Agenda Monday, February 26, 2018

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 available for review February 22, 2018.
(*action required*)

APPOINTMENTS

3. **10:10 AM** **Chris Richards, Executive Director**
Lewis County Convention and Visitors Bureau
RE: Quarterly Report of activities by the Lewis County Convention and Visitors Bureau for activities through October, November and December 2017.
(*information only*)
4. **10:20 AM** **William Rowan, OEM Director and James Gum, Operations**
Lewis-Gilmer E911 Center
RE: a) Approval of Dispatch Agreements as written for Gilmer County Commission and the City of Weston. The contract amounts remain the same as Fiscal Year 2018. Gilmer County will pay \$ 38,500.00 and the City of Weston will pay \$ 39,600.
b) Approval of Rob Corathers to attend APCO Conference in Charleston, WV, April 2 thru April 6, 2018. (*action required*)

CORRESPONDENCE

5. **Upshur County Commission Agenda:** Upshur County Commission Agenda for February 22, 2018. (*information only*)
6. **Jane Lew Public Service District:** Minutes of the January 11, 2018 Regular Meeting for the Jane Lew Public Service District. (*information only*)

7. **Phase 1 Water Extension Project Small Cities Block Grant Rejection:** West Virginia Development Office through their Small Cities Block Grant was unable to grant the requested 2017 Allocation for the Phase 1 Water Extension Project but encourages application for 2018 Funding. *(information only)*
8. **Lewis Gilmer E911 Yearly Report:** The annual report of activities by the Lewis Gilmer E911 Center is presented for review. This includes number of calls and disposition by agency. *(information only)*

BUSINESS

9. **Board(s) and Committee Reports:** Reports by Commissioners of any board(s) or committee(s) attended: Alum Fork/Laurel Lick Water Project bid opening; Lewis Upshur Local Emergency Planning Committee; Lewis County Planning Commission; Board of Equalization and Review. *(information only)*
10. **Requisition for Funding from the Small Cities Block Grant for the Northwest Water Project:** The County Commission is asked to execute a requisition in the amount of \$149,918.27 for the Northwest Water Project from Small Cities Block Grant funding. *(action required)*
11. **Bid award for Aerial Photography Project:** John Breen, Assessor and William Rowan, OEM Director were directed at the February 20, 2018 Lewis County Commission meeting to review the bids received for the county's aerial photography project. Bids received were: Tuck Mapping Solutions \$67,365.00; Blue Mountain \$23,400; XEOS \$33,800; Mountain Air Service \$20,000; and Kucera International \$20,900. The Lewis County Commission tabled the bid award until review could be done for completeness of bid. The determination of bid accuracy will be reported and a vendor selected. *(action required)*
12. **Resolution for Lewis County Economic Development Authority 2019 Local Economic Development Grant:** The Lewis County Commission is asked to execute a resolution declaring the Lewis County Economic Development Authority the official development designee for Lewis County. *(action required)*
13. **Timesheets and Leave Requests: none**

ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:

14. **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, February 22, 2018. *(action required)*
15. **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 Thursday, February 22, 2018. *(action required)*
16. **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 Thursday, February 22, 2018. *(action required)*
17. **Expenses for the Current Period Presented for Consideration of Payment:** Draft copies will be available for review upon request Thursday, February 22, 2018. *(action required)*

ADJOURNMENT:

18. **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.**