

COUNTY COMMISSION OF LEWIS COUNTY

110 Center Avenue
Weston WV 26452
Phone:(304)269-8200
FAX: (304)269-2416
Email:lewiscountycommission@lewiscountywv.org
Website: lewiscountywv.org



COMMISSIONERS:
Patrick D. Boyle, President
Agnes Queen, Commissioner
Rod Wyman, Commissioner

**LEWIS COUNTY COMMISSION
110 CENTER AVENUE, 2ND FLOOR
WESTON, WV 26452
MEETING AGENDA
June 18, 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, June 14, 2018.
(*action required*)

APPOINTMENTS

- 3. 10:10 AM Lewis County Senior Center Board of Directors**
RE: Air Conditioning Unit Replacement
The Lewis County Senior Center Board of Directors is requesting the Lewis County Commission assist in whole or part of the replacement cost for new air conditioning units at the Senior Center. This was presented at the June 11, 2018 Lewis County Commission meeting and tabled until three (3) estimates could be obtained. (*action required*)

CORRESPONDENCE

- 4. Upshur County Commission Meeting Agenda:** No Meeting
- 5. Lewis Gilmer E911 Communications Center Monthly Report:** Report of calls and disposition by agency taken by the Lewis Gilmer E911 Communications Center in the month of May 2018. (*information only*)
- 6. Jane Lew Public Service District Meeting Agenda:** Agenda for June 14, 2018 Jane Lew Public Service District Meeting. (*information only*)
- 7. Sheriff's Monthly Reconciliation:** Sheriff Adam M. Gissy presents the May 2018 Sheriff's Monthly Settlement (reconciliation) of financial accounts. (*information only*)
- 8. West Virginia Regional Jail and Correctional Facility Monthly Invoice:** Invoice to Lewis County for inmates housed in the Regional Jail System during the month of May 2018: \$80,577.50 (1,670 inmate days X \$48.25 per diem). (*information only*)

BUSINESS

9. Board(s) and Committee(s) Reports: Report by Commissioners on any board(s) or committee(s) attended including: Almost Heaven BBQ Bash; Northwest Water Project Status Meeting; Lewis County Fire Board; 26th Judicial Circuit Community Corrections Meeting; Region VI Workforce Investment Board; Alum Bridge Neighborhood Watch; Weston Neighborhood Watch. *(information only)*

10. Request for Reinstatement of Court Security Personnel: Sheriff Adam M. Gissy requests James Lough be reinstated to the position of part time court security officer. Mr. Lough had previously tendered his resignation from this position but has since expressed his desire to return to employment. *(action required)*

11. Time Sheets and Leave Requests: *(action required)*

- | | | |
|-------------------|--------------|--------------------|
| a) Rick Stout | Annual Leave | September 21, 2018 |
| b) Barbara Winans | Annual Leave | June 27, 2018 |
| | Annual Leave | July 11, 2018 |

ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:

12. 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, June 14, 2018. *(action required)*

13. 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, June 14, 2018. *(action required)*

14. 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, June 14, 2018. *(action required)*

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

ADJOURNMENT:

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

WIS 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.**

2018

LEWIS-GILMER E-911 TELETYPE REPORT

		JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JULY.	AUG.	SEP.	OCT.	NOV.	DEC.	TOTAL
LEWIS COUNTY	10-27	510	462	522	448	685								2627
	10-28	472	461	454	394	720								2501
	III & CIB	251	372	323	305	335								1586
	OTHER	24	9	18	37	5								93
	DVP	26	37	40	39	62								204
CITY	10-27	305	203	349	82	306								1245
	10-28	223	242	294	198	287								1244
	III & CIB	58	27	65	27	64								241
	OTHER	7	5	22	13	3								50
	DVP	12	8	12	14	12								58
STATE	10-27	91	80	84	135	191								581
	10-28	68	41	48	58	87								302
	III & CIB	11	18	42	19	47								137
	OTHER	0	0	1	1	4								6
	DVP	13	2	4	14	37								70
DNR	10-27	14	21	21	17	24								97
	10-28	7	8	12	7	22								56
	III & CIB	0	8	2	5	8								23
	OTHER	1	40	5	4	5								55
	DVP	4	5	2	9	5								25
PROSECUTOR	10-27	22	33	13	7	11								86
	10-28	0	0	0	0	0								0
	III & CIB	35	110	103	68	63								379
	OTHER	0	0	0	3	0								3
	DVP	0	0	0	0	0								0
PROBATION	10-27	3	19	2	2	10								36
	10-28	0	0	0	0	0								0
	III & CIB	33	41	7	9	42								132
	OTHER	6	0	0	2	5								13
	DVP	0		0	20	3								23
SWJS PARK	10-27	0	0	0	0	0								0
	10-28	1	0	1	1	2								5
	III & CIB	0	0	0	0	0								0
	OTHER	0	0	0	0	0								0
	DVP	0	0	0	0	0								0
FAMILY COURT	III & CIB		28	101	109	133								371
DAY REPORT	10-27	7	6	5	1	0								19
	10-28	2	0	0	2	0								4
	III & CIB	8	21	15	6	0								50
	OTHER	16	14	17	12	11								70
	DVP	0	0	0	0	0								0
													TOTAL TRANSACTIONS	12392

2018 LEWIS-GILMER E-911 TELETYPE REPORT

GILMER		JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JULY.	AUG.	SEP.	OCT.	NOV.	DEC.	TOTAL
COUNTY	10-27	63	39	40	56	37								235
	10-28	62	61	42	42	38								245
	III & CIB	74	82	60	73	29								318
	OTHER	10	2	3	1	8								24
	DVP/WAR	1	0	1	2	0								4
CITY	10-27	95	101	80	40	45								361
	10-28	87	81	54	21	34								277
	III & CIB	31	22	31	28	19								131
	OTHER	0	0	3	0	0								3
	DVP/WAR	4	26	9	4	0								43
STATE	10-27	48	64	99	83	105								399
	10-28	54	107	82	76	88								407
	III & CIB	25	3	20	13	23								84
	OTHER	0	0	0	0	0								0
	DVP/WAR	13	13	15	19	36								96
DNR	10-27	30	23	19	17	16								105
	10-28	24	20	22	18	22								106
	III & CIB	3	2	0	4	4								13
	OTHER	3	0	0	0	0								3
	DVP/WAR	10	4	6	5	6								31
PROSECUTOR	10-27	3	0	0	0	1								4
	10-28	0	0	0	0	0								0
	III & CIB	19	22	67	12	6								126
	OTHER	0	0	0	0	0								0
	DVP/WAR	0	0	0	0	0								0
CAMPUS	10-27	4	2	1	1	0								8
	10-28	9	2	219	48	4								282
	III & CIB	4	3	0	0	0								7
	OTHER	0	0	0	0	0								0
	DVP/WAR	0	0	0	0	0								0

Total Transactions 3312

Jane Lew Public Service District

70 Park Avenue
Jane Lew, WV 26378

Regular Meeting

June 14, 2018 4:00 PM

~~ Public Board Meeting Agenda ~~

I. Call to Order (Bailey)

~~ ROUTINE MONTHLY BUSINESS ~~

II. Minutes (05/10/2018)

III. General Manager's May 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 & Loss Report
5. Wastewater Preventive Maintenance Report
6. Wastewater Repairs Report (*fixing unplanned breakdowns*)
7. New Taps (non-project)
8. Other

IV. Extensions and Road Bores

V. PSD Policies and Job Descriptions

VI. Personnel

VII. Announcements

VIII. Correspondence

~~ OLD BUSINESS ~~

~~ NEW BUSINESS ~~

IX. Proposed amendment to Vacation Leave Policy (Flaxer)

X. Proposed amendment to Licensing/Certification Requirements Policy (Flaxer)

XI. Proposed amendment to Employee Weapons Policy (Flaxer)

XII. Late-Received Agenda Items (Gee)

XIII. Adjournment (Bailey)

Amended

Lewis County, West Virginia
 Sheriff's Monthly Settlement
 May 31, 2018

Lewis County
 06/07/2018 @ 02:19:47 PM

	Beginning Balance	All Other Revenues	All Taxes Collected	Less: Orders Issued	Ending Balance
County	4,100,223.43	314,840.10	67,843.12	646,178.30	3,836,728.35
Coal Severance	36,076.00	3.06	0.00	0.00	36,079.06
General School	15,640.37	4,705.00	0.00	0.00	20,345.37
Magistrate Court	600.78	1,813.00	0.00	1,935.13	478.65
Worthless Check	48,550.19	213.50	0.00	0.00	48,763.69
Dog and Kennel	31,728.88	467.90	0.00	421.09	31,775.69
Home Detention	8,073.41	6,531.93	0.00	9,637.53	4,967.81
Emergency 911 Fund	3,072,746.51	373.42	0.00	81,272.40	2,991,847.53
Lewis County Aquatic Fund	719,975.79	1,057.43	0.00	0.00	721,033.22
Citizens Education	29,280.95	0.00	0.00	79.61	29,201.34
Federal Equitable	0.71	0.00	0.00	0.00	0.71
Fire Fees	0.00	1,447.40	0.00	1,447.40	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 Project	0.00	83,935.60	0.00	83,935.60	0.00
Sheriff Special Account-state	21,362.00	1.20	0.00	14,124.01	7,239.19
Acquatic Excess Levy	0.00	705.43	260.29	965.72	0.00
County Building	571,183.54	186.87	0.00	0.00	571,370.41
Board of Health	404,341.03	25,917.16	0.00	20,792.15	409,466.04
Tax Lien	419,771.69	0.00	26,855.92	144,663.05	301,964.56
Delinquent Nonentered	17,277.86	0.00	0.00	0.00	17,277.86
Concealed Weapons	57,965.99	1,506.17	0.00	7,817.99	51,654.17
Assessor Valuaton	245,107.03	615.32	0.00	22,720.13	223,002.22
Voters Registration	5,234.35	0.00	0.00	0.00	5,234.35
State Current	0.00	0.24	1,131.75	1,131.99	0.00
Criminal Charges	0.00	1,112.32	0.00	1,112.32	0.00
Court Reporter	0.00	100.00	0.00	100.00	0.00
State Police	0.00	800.00	0.00	800.00	0.00
Vehicle License	0.00	36,026.00	0.00	36,026.00	0.00
State Fines	0.00	2,000.00	0.00	2,000.00	0.00
State Jury	0.00	0.00	0.00	0.00	0.00
WV Deputies Fund	589.50	575.00	0.00	588.50	576.00
General Current Expenses	0.00	8,312.30	88,681.99	96,994.29	0.00
Excess Levy	0.00	4,421.80	47,174.80	51,596.60	0.00
Weston Current	0.00	2.61	12,303.28	12,305.89	0.00
Jane Lew Current	0.00	0.22	1,042.37	1,042.59	0.00
Totals	9,805,730.01	497,670.98	245,293.52	1,239,688.29	9,309,006.22

Balance in county depositories - At End of Month	\$	9,696,422.73	Bank errors	
Less: Orders Outstanding	-	(472,893.05)	Bank errors	
Add: Deposits in Transit	+	81,976.53		
Cash in Office at End of Month	+	3,500.00		
Misc. Adjustments (+ or -)		0.00		
Total in county Depositories and Office	\$	9,309,006.22	Bank errors Total	0.00

True Balance \$ 9,309,006.22

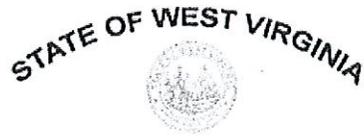
I, Adam M. Gissy, Sheriff of Lewis County, West Virginia, do hereby certify that the foregoing is a true and correct statement of the finances of County, West Virginia, for the month ending referenced above. The amount received, the amount distributed and the amount remaining in the Treasury and County Depositories.

Adam M. Gissy

 Adam M. Gissy, Sheriff & Treasurer, Lewis County
 6-7-18

_____ Dated and sworn to on this date.

Difference 0.00



WEST VIRGINIA REGIONAL JAIL AND CORRECTIONAL FACILITY AUTHORITY

David Farmer
Executive Director

P.O. Box 50285
1900 Kanawha Blvd. East
Charleston, WV 25305
(304) 558-2036
FAX: (304) 558-2115

Jeff Sandy CFE, CAMS
Cabinet Secretary

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

Statement Number: 51182a8e
Statement Date: 6/7/2018
Month Of Service: May, 2018

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 May, 2018.

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: May
NUMBER OF INMATE DAYS: 1670
PER DIEM RATE: \$48.25
AMOUNT DUE - May, 2018 \$80,577.50

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



Lewis County Sheriff's Department

Adam Gissy, Sheriff



P.O. Box 150, Weston, WV 26452
Phone: (304) 269-8251

Email: agissy@wvlcso.com
Fax: (304) 269-2644

June 4, 2018

To: Mrs. Lucinda Whetsell, Lewis County Administrator
From: Adam M. Gissy, Sheriff
REF: Re-appointment of James Lough (Court Security Officer)

Salutations Mrs. Whetsell,

I genially request that James Lough be re-appointed to the post of part-time court security officer. Mr. Lough had tendered his resignation from said position, however has since expressed his desire to return to his former post. James left as a member in good standing and performed proficiently in his role with the department. If any questions arise regarding this communication, please feel free to direct them to me.

Regards,

A handwritten signature in black ink, appearing to read "Adam Gissy".

Sheriff Adam M. Gissy
Lewis County Sheriff's Office, WV

INTEGRITY * HONESTY * COMPASSION * ACCOUNTABILITY * RESPECT * EXCELLENCE * SERVICE