

COUNTY COMMISSION OF LEWIS COUNTY

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

**LEWIS COUNTY COMMISSION
110 CENTER AVENUE, 2ND FLOOR
WESTON, WV 26452
AMENDED MEETING AGENDA
Monday, July 23, 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, July 19, 2018.
(*action required*)

APPOINTMENTS

- 3. NONE**

CORRESPONDENCE

- 4. Upshur County Commission Meeting Agendas:** Upshur County Commission Agendas for July 12 and July 19, 2018. (*information only*)
- 5. Jane Lew Public Service District Agenda and Meeting Minutes:** Jane Lew Public Service District Meeting Agenda for the July 12, 2018 Regular Meeting and minutes of June 14, 2018 Regular Meeting. (*information only*)
- 6. Lewis-Gilmer E911 Call Report:** Calls taken by Lewis Gilmer E911 for the month of June including: number of calls by agency, distribution of calls and call comparisons. (*information only*)
- 7. Sheriff's Monthly Reconciliation:** Sheriff Adam Gissy submits the June 2018 Monthly Settlement (reconciliation) of Lewis County financial accounts. (*information only*)
- 8. Public Service Commission of West Virginia Quarterly Disbursement of E911 Wireless Fees:** The West Virginia Public Service Commission disbursed Wireless E-911 Subscriber Fees for April, May and June 2018 to Lewis County in the amount of \$128,171.15. Last quarter the county received \$117,098.28. (*information only*)

BUSINESS

9. **Board(s) and Committee(s) Reports:** Reports by Commissioners on any board(s) or committee(s) attended including: Lewis County Economic Development Authority water status meeting; Sexual Harassment Training Seminars; Weston Neighborhood Watch; Ribbon Cutting at Mountaineer RV; Lewis County Firefighters Association Meeting; Corridor H Highway Authority Meeting; Hardwood Alliance Zone Meeting. *(information only)*
10. **Approval of the Phase I Water Project Submission for Small Cities Block Grant Funding:** The County Commission is asked to execute the Small Cities Block Grant Application for funding of the Phase I Water Project. This project includes: Oil Creek Road; Copley Road; Wolfpen Run Road; and Wheeler Fork Road. *(action required)*
11. **Approval of Community Development Block Grant Amendment 5:** The commission is asked to execute the Community Development Block Grant Amendment 5 to extend the deadline for completion of grant award 14SCBG0001X to June 20, 2019. *(action required)*
12. **Resignation of Lewis Gilmer E911 Telecommunicator:** Fallon Erwin tendered his resignation as a Lewis Gilmer E911 Telecommunicator effective July 9, 2018. *(action required)*
13. **Fiscal Year 2016 Audit Acceptance:** The Commission is asked to execute a letter accepting the findings of the Fiscal Year 2016 County Audit. *(action required)*
14. **Management Representation Letter for Completion of Fiscal Year 2016 Audit:** The County Commission is asked to execute the management representation letter for the county's Fiscal Year 2016 Audit. This letter states all information needed by the West Virginia State Auditor was provided and correct to the best of knowledge. *(action required)*
15. **Appointment to the Lewis County Fire Board:** The Lewis County Firefighter's Association requests Michael Murray be appointed to the Lewis County Fire Board. If appointed his term of office will expire on June 30, 2021. *(action required)*
16. **Approval of Legal Counsel for the Collection of Delinquent Personal Property Taxes:** The Lewis County Commission advertised for legal counsel to seek collection of delinquent personal property taxes. Requests for Proposals obtained will be presented for review and possible contract. *(action required)*
17. **Fiscal Year 2018 Sheriff's Financial Statement:** Sheriff Adam Gissy submits the Fiscal Year 2018 Sheriff's Statement of financial accounts for approval. If approved, the Commission will be asked to direct payroll to process the Sheriff's Commission. *(action required)*
18. **Time Sheets and Leave Requests**

ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:

19. **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, July 19, 2018. *(action required)*
20. **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, July 19, 2018. *(action required)*
21. **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, July 19 2018. *(action required)*

22. Expenses for the Current Period Presented for Consideration of Payment: Draft copies will be available for review upon request Thursday, July 19, 2018. *(action required)*

ADJOURNMENT

23. 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.**