

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
AMENDED MEETING AGENDA
Monday, November 26, 2018**

**THE LEWIS COUNTY COMMISSION WILL MEET AS A BOARD OF CANVASSERS
AT 9:45 AM TO CERTIFY THE NOVEMBER 6, 2018 GENERAL ELECTION.**

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 on Wednesday, November 21, 2018.
(*action required*)

APPOINTMENTS

- 3. 10:15 AM** Gary Morris, Lewis County Fiduciary Commissioner
RE: Estate of Nancy Cutlip
Gary Morris, Lewis County Fiduciary Commissioner will present the estate of Nancy Cutlip to the County Commission in reference to pending claims. Holdings of the estate may need to be sold to satisfy these pending claims. (West Virginia Code §44-3-7) (*action required*)

CORRESPONDENCE

- 4. Upshur County Commission Meeting Agendas:** Upshur County Commission Meeting Agendas for November 8 and November 28, 2018 are presented for review. (*information only*)
- 5. Lewis Gilmer E911 Advisory Board Meeting Minutes:** Minutes of the October 9, 2018 Lewis Gilmer E911 Advisory Board Meeting are presented for review. (*information only*)
- 6. Lewis Gilmer E911 Monthly Call Report:** Report of activities during the month of October, 2018 by the Lewis Gilmer E911 Center including number of calls and disposition is presented for review. (*information only*)
- 7. Jane Lew Public Service District Meeting Agenda:** Meeting agenda for the November 8, 2018 regular meeting of the Jane Lew Public Service District is presented for review. (*information only*)
- 8. Sheriff's Monthly Vehicle Report:** Sheriff's monthly vehicle report of fleet mileage for the month of October, 2018 is presented for review. (*information only*)

9. **Shenandoah Cable Television, LLC Quarterly Franchise Fee:** Lewis County has received the quarterly franchise fee from Shenandoah Cable in the amount of \$9,422.81 for the months of July, August and September, 2018. Last quarter the county received \$9,495.29. *(information only)*
10. **Status Report on the County's Opioid Epidemic Law Suit:** The Fitzsimmons Law Firm represents Lewis County in the Opioid Epidemic Law Suit. They have provided a status update. On November 7, 2018, the firm argued motions to dismiss the case. The judge did not make any ruling from the bench at the hearing, but will hopefully do so by the end of the year. *(information only)*
11. **Letter of Appreciation from the Lewis County Senior Center:** The Lewis County Senior Center expresses appreciation to the County Commission for the funding assistance to replace the roof and air conditioner at the center. *(information only)*
12. **Sheriff's Monthly Reconciliation:** Sheriff Adam Gissy presents the October, 2018 Sheriff's Monthly Settlement (reconciliation) of Lewis County accounts. *(information only)*

BUSINESS

13. **Board(s) and Committee(s) Reports:** Commissioners will give reports on any board(s) or committee(s) meeting attended including: Canvas of the 2018 General Election; National Association of Counties Economic Development Committee Conference Call; Community Leadership Steering Committee; Lewis County Firefighters Association. *(information only)*
14. **Resignation of Abraham Hummel:** Lewis County Deputy Sheriff Abraham Hummel tenders his letter of resignation effective December 3, 2018. *(action required)*
15. **West Virginia State Tax Department Notification of Assessor's Substantial Completion:** The West Virginia State Tax Department has certified the Lewis County Assessor John Breen has substantially complied with the assessor's additional duties as delineated in West Virginia Code §7-7-6a. This entitles Mr. Breen to the additional compensation of \$15,000.00 per West Virginia Code §7-7-6b. *(action required)*
16. **Correspondence to the West Virginia Division of Justice and Community Services Regarding a Delay in Hiring a Victims Advocate:** The Lewis County Commission received a Victims of Crime Act grant from the West Virginia Division of Justice and Community Services. Following discussion with Christina Flanigan, Lewis County Prosecuting Attorney and Grant Supervisor, the County Commission is asked to execute a letter to the Division of Justice and Community Services explaining that due to high work volume in the Prosecuting Attorney's Office, the county will not be filling the Victims Advocate Position until late winter or early spring. *(action required)*
17. **Lewis County Budget Revision:** The Lewis County Commission will consider submission of Budget Revision #3 to the West Virginia State Auditor's Office. This revision increases revenues by \$103,930.00 and expenditures to balance. *(action required)*
18. **Resignation from the Lewis County Park Board:** WT Weber, III tenders his resignation from the Lewis County Park Board effective November 19, 2018. *(action required)*
19. **Consideration of Amendments to the Lewis County Motor Vehicle and Hazardous Material Ordinances:** The Lewis County Commission is asked to consider beginning the process to amend the county's Motor Vehicle and Hazardous Materials Ordinances to incorporate the fee schedule passed during the 2018 Legislative Session in SB 625. If the Commission chooses to amend these ordinances, public hearings will be held. *(action required)*

20. Resolution and Contribution Pledge for the Lewis County Economic Development Authority FY 2019 Local Economic Development Grant Application: The Lewis County Commission is asked to execute a resolution naming the Lewis County Economic Development Authority the official office to work on economic development projects in Lewis County and pledging to invest a match in the program. *(action required)*

21. Time Sheets and Leave Requests:

- a) David Reed Annual Leave Request

ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:

22. 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 Wednesday, November 21, 2018. *(action required)*

23. 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, November 21, 2018. *(action required)*

24. 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, November 21, 2018. *(action required)*

25. Expenses for the Current Period Presented for Consideration of Payment: Draft copies will be available for review upon request Wednesday, November 21, 2018. *(action required)*

ADJOURNMENT:

26. 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.**

