

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
Meeting Agenda
December 17, 2018
10:00 AM**

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 Thursday, December 13, 2018

APPOINTMENTS

- 3. 10:10 AM** **James Gum, Operations, Lewis-Gilmer E911**
RE: Opening of Bids for Emergency Service Radios
The Lewis County Commission received a grant in the amount of \$60,000.00 to purchase emergency radios. A request for bid was advertised. The County Commission will open the bids and may award the contract.
(action required)

CORRESPONDENCE

- 4. Upshur County Commission Meeting Agendas:** Upshur County Commission meeting agendas for December 7, 2018 and December 13, 2018. *(information only)*
- 5. Jane Lew Public Service District Meeting Agenda:** Jane Lew Public Service District December 13, 2018 Regular Meeting Agenda. *(information only)*
- 6. Lewis County Park Board Meeting Minutes and Agenda:** Minutes of the October 22, 2018 Lewis County Park Board meeting and the agenda for the November 26, 2018 Meeting. *(information only)*
- 7. Lewis-Gilmer E911 Monthly Call Report Totals:** Lewis Gilmer E911 calls totals for the month of November, 2018 including number of calls by agency, distributions of calls and call comparisons. *(information only)*
- 8. Lewis-Gilmer E911 Advisory Board Meeting Minutes:** Minutes of the Lewis-Gilmer E911 Advisory Board for November 13, 2018. *(information only)*

9. **West Virginia Regional Jail and Correctional Facility Monthly Invoice:** Lewis County has received the West Virginia Regional Jail and Correctional Facility invoice for Lewis County inmates during the month of November 2018: 1,339 inmate days x \$48.25 per diem for a total of \$64,606.75. *(information only)*
10. **West Virginia Offices of the Insurance Commissioner Notification of Flood Insurance Availability:** The West Virginia Insurance Commissioner notifies local governmental entities that flood insurance may be available through the National Flood Insurance Program (NFIP). *(information only)*
11. **Louis Bennett Public Library Hotel/Motel Tax Expenditures:** The Louis Bennett Public Library submits the first quarter of Fiscal Year 2019 (July, August and September, 2018) report of Hotel/Motel Tax expenditures. *(information only)*
12. **Sheriff's Monthly Vehicle Report:** Sheriff's Monthly Vehicle Report for November 2018 including mileage for the fleet. *(information only)*
13. **West Virginia Division of Justice and Community Services On Site Review of the 2017 Justice Assistance Grant (JAG):** The West Virginia Department of Justice and Community Services conducted an on-site review of Grant Number 17-JAG-015. This grant is for the Prevention Resource Officer at Lewis County High School. There were no findings and the review team commented on the exception job being done. *(information only)*
14. **Lewis County Emergency Ambulance Service Authority:** Independent Auditor's Report and related financial statements for the year ending June 30, 2018. The only finding was segregation of duties. *(information only)*

BUSINESS

15. **Boards and Committees Reports:** : Reports by Commissioners on any board(s) or committee(s) attended including: Alum Bridge Neighborhood Watch; County Commissioner's Association of West Virginia; Park Director Interviews; Region VI Workforce Investment Board. *(information only)*
16. **Lewis County Emergency Ambulance Service Authority Board Appointment:** The Lewis County Emergency Ambulance Authority requests the County Commissioner consider the reappointments of Mindy Hall and Reggie Hawver to the Lewis County Emergency Ambulance Authority Board for another term. If appointed their terms of office will expire December 31, 2021. *(action required)*
17. **Consideration of Closure of Lewis County Offices in Accordance with the Governor's Proclamation:** Governor Justice has issued proclamations declaring December 24, 2018 and December 31, 2018 as full day holidays. The Lewis County Commission will consider closure of the Lewis County Offices in unification with the Governor's Proclamations. *(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, December 13, 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, December 13, 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, December 13, 2018. *(action required)*

22. Expenses for the Current Period Presented for Consideration of Payment: Draft copies will be available for review upon request Thursday, December 13, 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.**