

# COUNTY COMMISSION OF LEWIS COUNTY

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

**LEWIS COUNTY COMMISSION  
110 CENTER AVENUE, 2ND FLOOR  
WESTON, WV 26452  
AMENDED MEETING AGENDA  
Tuesday, January 8, 2019**

## **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, January 4, 2019.  
(*action required*)
- 3. 10:10 AM**            **Kim Nicholson        HOPE, Inc.**  
**RE: Proclamation for National Stalking Awareness Month**  
**Proclamation for Human Trafficking Awareness Month**  
The Lewis County Commission will be asked to execute a proclamation declaring January as National Stalker Awareness Month and ask the citizens of Lewis County to join in awareness.  
Additionally, the County Commission will be asked to execute a proclamation declaring January as National Human Trafficking Awareness Month and ask the citizens of Lewis County to join in awareness. (*action required*)
- 4. 10:15 AM**            **Sheriff Adam Gissy**  
**RE: Advise and Consent per West Virginia Code §7-7-7 to Fill a Vacant Law Enforcement Deputy Position**  
Sheriff Adam Gissy requests advice and consent per West Virginia Code §7-7-7 to hire Colton Jones as a Lewis County Deputy Sheriff. This vacancy was created with the resignation of Deputy Hummel. Mr. Jones has the approval of the Lewis County Civil Service Commission. If approved the oath of office will be administered. (*action required*)

## **CORRESPONDENCE**

- 5. Upshur County Commission Meeting Agenda:** Upshur County Commission Meeting Agenda for January 4, 2019 is presented for review. (*information only*)
- 6. Sheriff's Monthly Vehicle Report:** December 2018 Monthly report of vehicle mileage for the Sheriff's Department fleet is presented for review. (*information only*)

7. **Lewis County Assessor's Application for Funding from the West Virginia Property and Valuation Commission (PVC):** Lewis County Assessor John Breen has submitted his annual application for funding from the West Virginia Property and Valuation Commission (PVC). Included with this application is a budget detailing the proposed use of these funds. Mr. Breen has requested 2 % of the previous years estimated tax collections. This is permissible by WV Code §11-1C-8. These funds are to be used to maintain current valuations and perform periodic reevaluation of property. This application is sent to each levying body for comment, if desired prior, to the Property and Valuation Committee award of funds. Comments must be received by January 15, 2019. *(information only)*

## **BUSINESS**

8. **Board(s) and Committee(s) Reports:** Commissioners will give reports on any board(s) or committee(s) meeting attended including: Regional Bike Trail Meeting.
9. **Consideration of Cancellation of January 15, 2019 Regular Meeting:** The Lewis County Commission will consider cancellation of the January 15, 2019 regular meeting due to scheduled training. *(action required)*
10. **Time Sheets and Leave Requests:**
- a) Lucinda A. Whetsell                      December Monthly Time Sheet
  - b) The following employees have requested annual leave be converted to sick leave to avoid loss per the Lewis County Personnel Policy Manual:
    - 1) Crystal Haught
    - 2) Amy Simmons
    - 3) Joan Riffle
    - 4) Tammy Harris
    - 5) Timothy Riffle
    - 6) Richard Snyder
    - 7) Stella Poling
    - 8) Michael D. Cayton
    - 9) James Gum
    - 10) Crystal Bragg
    - 11) Charles Kirkpatrick
    - 12) Gary DeMoss
    - 13) Barbara Winans
    - 14) Lucinda Whetsell

## **ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:**

11. **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, January 4, 2019. *(action required)*
12. **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, January 4, 2019. *(action required)*

- 13. 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, January 4, 2019. *(action required)*
- 14. Expenses for the Current Period Presented for Consideration of Payment:** Draft copies will be available for review upon request Thursday, January 4, 2019. *(action required)*

**ADJOURNMENT:**

- 15. 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.**