Lewis County Commission

NOTICE

To: Lewis County Elected

From: Lewis County Commission

CC:

Date: March 8, 2019

Re: Special Meeting

The Lewis County Commission will be holding a Special Meeting on **WEDNESDAY, MARCH 13, 2019 at 1:00 PM.**

AGENDA
LEWIS COUNTY COMMISSION
SPECIAL MEETING
MARCH 13, 2019
1:00 PM
110 CENTER AVENUE
WESTON, WV 26452

SILENT MEDITATION AND PLEDGE OF ALLEGIANCE

1. **1:00 PM** **Call Meeting to Order** (*action required)*

BUSINESS

2. **Proclamation Honoring the Lewis County High School Boys Basketball Team:** The Lewis County Commission will be asked to execute a proclamation honoring the WV State Tournament bound Lewis County High School Boys Basketball team. *(action required)*
3. **Approval to Advertise for Lewis County Park Summer Employees:** Josh Hinchman, Director of the Lewis County Park, requests permission to advertise for lifeguards, concession workers, pool aids and other summer employees for the 2019 season at the Lewis County Park. *(action required)*
4. **Consideration of Acceptance of a Copy of a Will:** Lewis County Clerk, Cynthia S. Rowan will present a copy of the will of Ozella D. Smith, Date of Death January 19, 2019. The family has not been able to locate an original will and has produced a copy of a will dated September 12, 2107. The County Commission is asked to consider acceptance of this will copy. *(action required)*

ADJOURNMENT

5. **Adjournment:** With no further business being required of the Lewis County Commission the meeting will be recessed. *(action required)*

BILL TO : LEWIS COUNTY PARK, PO BOX 801, WESTON, WV 26452

The Lewis County Commission and Lewis County Park Board are accepting applications for the following positions at the Lewis County Park:

- Temporary Pool Manager (3 positions)
  A temporary employee may work up to 40 hours a week for 90 days.
  Must have previous supervision and basic accounting experience. Must be 18 years of age.
- Temporary Lifeguards (23 positions)
  A temporary employee may work up to 40 hours a week for 90 days.
  Valid American Red Cross certificate in Lifeguard Training, including First Aid and AED certification or must be able to obtain certification prior to starting employment.
- Part Time Activities Coordinator
  A part time employee may work up to 20 hours a week until work is complete. Experience working with the public in a recreational setting is preferred. Possess knowledge of recreation and sports activity programs.
- Office/Concession/Pool Aid (10 positions)
  A temporary employee may work up to 40 hours a week for 90 days. Must be 16 years of age, with valid work permit. Basic working knowledge of food and beverage preparation. Basic math ability to accurately count and handle money.
- Part Time Maintenance Employee (3 positions)
  A part time employee may work up to 20 hours a week until work is complete.
- Temporary Maintenance Employee (2 positions)
  A temporary employee may work up to 40 hours a week for 90 days.

Maintenance positions require non- and semi- skilled work involving general park maintenance, construction labor, and plant/ landscape care in park lands. Applicants must be able to use various tools and equipment to complete job duties. All applicants must be at least 16 years of age. Salary commensurate with experience.

Applications and additional information are available at the Lewis County Park, 257 Smith Run Road, Weston, WV between the hours of 8 AM to 4 PM Monday through Friday. All applications are due no later than Noon, Friday, March 29, 2019 to the Lewis County Park. EOE

Lewis County Commission

NOTICE

To: Lewis County Elected Officials & Department Heads

From: Lewis County Commission

CC:

Date: March 8, 2019

Re: Work Session

The Lewis County Commission will be holding a work session with county Elected Officials and Department Heads on **WEDNESDAY, MARCH 13, 2019 at 1:30 PM.** The purpose of these work sessions is conduct an exit interview with the WV State Auditors Office for Fiscal Year 2017 and 2018 and to conduct budget hearings with elected officials and department heads for Fiscal Year 2020.

The following appointments have been scheduled:

1:30 PM	Fiscal Years 2017 and 2018 Exit Interview with the Auditor
2:00 PM	Prosecuting Attorney
2:15 PM	Circuit Clerk
2:30 PM	Sheriff (Law Enforcement, Tax, Court Security and others)
3:00 PM	Assessor
3:15 PM	County Clerk
3:30 PM	911/Office of Emergency Management
3:45 PM	Extension Service
4:00 PM	County Commission
4:15 PM	Overall Budget

If the time you are scheduled does not work, please contact our office immediately.