

# COUNTY COMMISSION OF LEWIS COUNTY

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

**LEWIS COUNTY COMMISSION  
110 CENTER AVENUE, 2ND FLOOR  
WESTON, WV 26452**

**Amended Agenda  
Tuesday, March 19, 2019  
2:00 PM**

## **SILENT MEDITATION AND PLEDGE OF ALLEGIANCE**

- 1. 2:00 PM**                    **Call Meeting to Order**
- 2. 2:05 PM**                    **John Breen, Lewis County Assessor**  
**RE:** Exonerations, Consolidations, Apportionments  
Draft copies will be available for review on Friday, March 15, 2019.  
(*action required*)

## **APPOINTMENTS**

- 3. 2:10 PM**                    **Carol Bush, Partnership Specialist**  
**RE: US Census Bureau Field Representative**  
Ms. Bush will explain the methodology the US Census Bureau will use to collect data for the 2020 Census. (*information only*)
- 4. 2:20pm**                    **Cynthia S. Rowan, Lewis County Clerk**  
**RE: Relocation of Voting #4 Copley to Lewis County High School**  
Cynthia S. Rowan requests the Lewis County Commission consider relocation Voting Precinct #4 located at Copley to Lewis County High School. If approved the voters registered to Precinct #4 will now vote at Lewis County High School.  
(*action required*)

## **CORRESPONDENCE**

- 5. Upshur County Commission Meeting Agendas:** Upshur County Commission Agendas for March 7 and March 14, 2019. (*information only*)
- 6. Lewis County Park Board Meeting Minutes and Agendas:** Minutes of the Lewis County Park Board meeting held on November 26, 2018 and the financial statements for the month for the Park Board are presented review. In addition, the agendas for February 26, 2019 and March 25, 2019 meetings are presented. (*information only*)

7. **Fiscal Year 2018 Audit Report for the Lewis County Park Board:** The Fiscal Year 2018 Audit of the Lewis County Park Board has been completed. The following finding was reported: segregation of duties. *(information only)*
8. **West Virginia Regional Jail and Correctional Facility Monthly Invoice:** February 2019 monthly invoice for Lewis County inmates housed in the Regional Jail: 1,157 X \$48.25 per diem \$55, 825.25. *(information only)*
9. **Lewis Gilmer Enhanced 911 Monthly Report:** Report of Activities by the Lewis Gilmer Enhanced 911 Center for the month of February 2019 including number of calls and disposition by agency. *(information only)*
10. **Sheriff's Monthly Vehicle Report:** Sheriffs Monthly Vehicle report for February 2019 including fleet mileage. *(information only)*
11. **Sheriff's Monthly Reconciliation: Sheriff's Monthly Reconciliation:** Sheriff Adam Gissy submits the February 2019 Monthly Settlement (reconciliation) of Lewis County financial accounts. *(information only)*
12. **Jane Lew Public Service District Meeting Minutes and Agenda:** Minutes of the Regular Meeting for the January 10, 2019 Jane Lew Public Service District the agenda for the March 14, 2019 meeting are presented for review. *(information only)*
13. **Lewis County Selection as a Blueprint Community:** Lewis County has been selected as one of six communities in the State of West Virginia as a Blueprint Community. This will allow resources to be provided to the county to develop projects and search for funding mechanisms. *(information only)*

## BUSINESS

14. **Boards and Committees Reports:** Commissioners will give report(s) on any board(s) or committee(s) meeting attended including: Lewis County Economic Development Authority; West Fork Conservation Meeting; County Commissioners Association of WV Conference Call; Region VII Planning and Development Council Special Meeting; 26<sup>th</sup> Judicial Circuit Community Corrections; Central WV Development Council Meeting; Oil and Gas hearing at the West Virginia Supreme Court; Lewis County Fire Board; Stonewall Jackson Dam Safety Meeting. *(information only)*
15. **Resolution to Participate in the Central West Virginia Community Development Council:** Resolution supporting the inclusion of Lewis County in the Central West Virginia Community Development Council. This is a multi-county organization working in conjunction to secure funding through the United State Department of Agriculture Reconnect Broadband Grant Program for the expansion and development of Broadband infrastructure in the area serve. Lewis County will receive up to 14 broadband towers if the grant is approved. *(action required)*
16. **Approval of Fiscal Year 2019 Justice Assistance Grant:** The West Virginia Division of Justice and Community Services awarded Lewis County a \$15000.00 Justice Assistance Grant. This is a cooperative agreement between the Lewis County Commission and the Lewis County Board of Education to assist with providing a Prevention Resource Officer at Lewis County High School. The County Commission is asked to execute the grant award acceptance documents. *(action required)*
17. **Request to Hire:** Christy Flanigan, Lewis County Prosecutor, requests permission to hire Brian Hinkle in a temporary capacity to fill in while Assistant Prosecutor Cody Clevenger is on active military duty. *(action required)*
18. **Timesheet and Leave Requests:** *(action required)*
  - a) Lucinda A. Whetsell                      February Monthly Time Sheet

**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 Friday, March 15, 2019 (*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 Friday, March 15, 2019 (*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 Friday, March 15, 2019 (*action required*)
- 22. Expenses for the Current Period Presented for Consideration of Payment:** Draft copies will be available for review upon request Friday, March 15, 2019 (*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.**