

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

**LEWIS COUNTY COMMISSION  
110 CENTER AVENUE, 2ND FLOOR  
WESTON, WV 26452  
MEETING AGENDA  
TUESDAY, MAY 21, 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 Friday, May 17, 2019.  
(action required)

## **APPOINTMENTS**

3. **10:10AM** William Rowan, OEM/E911 Director  
RE: Request to Begin 5G for Architectural Services for the Addition to the Lewis Gilmer E911 Center  
Mr. Rowan requests the Lewis County Commission begin the 5G process to select an architect for design of an addition to the Lewis Gilmer E911 Center.  
(action required)

## **CORRESPONDENCE**

4. **Upshur County Commission Meeting Agenda:** The Upshur County Commission Meeting Agenda for May 16, 2019 is presented for review. (information only)
5. **Letter of Appreciation:** The Lewis County High School Social Studies Teachers sent a letter of appreciation to the Lewis County Commission for holding a mock County Commission Meeting for the students at Lewis County High School. (information only)
6. **Sheriff's Monthly Settlement (Reconciliation):** Lewis County Sheriff Adam Gissy submits the Sheriff's Monthly Settlement(reconciliation) of accounts for April 2019 for Lewis County. (information only)
7. **Lewis-Gilmer 911 Call Report Totals:** Emergency 911 calls for the month of April 2019 including: number of calls by agency, distributions of calls and call comparisons. (information only)
8. **Lewis-Gilmer E-911 Advisory Board Meeting Minutes:** Minutes of the Lewis-Gilmer Advisory Board Meeting held on April 8, 2019 are presented for review. (information only)
9. **Lewis County Convention and Visitor's Bureau Calendar of Events:** The Lewis County Convention and Visitor's Bureau Calendar of events for June 2019 is presented for review. (information only)

## BUSINESS

10. **Board(s) and Committee Reports:** Commissioners will give report(s) on any board(s) or committee(s) meeting attended including: Weston Neighborhood Watch; Planning Meeting with CEC; Lewis County Chamber of Commerce Luncheon; County Commissioners Association of West Virginia Board and Committee Meeting. *(information only)*
11. **Approval of the Fiscal Year 2019 Delinquent Tax List:** Sheriff Adam M. Gissy presents the Fiscal Year 2019 Delinquent Tax List for approval. Following approval, the list will be published. *(action required)*
12. **Approval to Hire Lewis County Park Seasonal Employees:** Josh Hinchman, Lewis County Park Director, requests approval to hire the following: Emilee Spangler; Deanna Pascasio; Caden Rohrbough; Kenton Linger; Kylee Good; Olivia Duncan; Taylor McDougal; Bailey Watson; Cora Stapleton. *(action required)*
13. **Timesheet and Leave Requests:** *(action required)*

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

14. **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, May 17, 2019. *(action required)*
15. **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, May 17, 2019. *(action required)*
16. **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, May 17, 2019. *(action required)*
17. **Expenses for the Current Period Presented for Consideration of Payment:** Draft copies will be available for review upon request Friday, May 17, 2019. *(action required)*

## ADJOURNMENT:

18. **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.

## Upshur County Commission Meeting Agenda

Agenda packets are available electronically at [http://www.upshurcounty.org/agenda\\_and\\_minutes/index.php](http://www.upshurcounty.org/agenda_and_minutes/index.php) or by request to the Upshur County Commission Office at 304-472-0535

Location of Meeting: Upshur County Courthouse Annex  
Date of Meeting: May 16, 2019

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance  
Approval of Minutes:  
• May 9, 2019

9:05 a.m. Bid opening, presentation and award – Upshur County Former Jail Facility Project

### Items for Discussion / Action / Approval:

1. Approval and signature of Oath and Certificates for the personal property books and real land books.\*
2. Approval and signature of Federal Aviation Administration Outlay Request Number 6 in the amount of one hundred twenty five thousand six hundred dollars (\$125,600) for the Airport Improvement Program Project No. 3-54-0039-032-2018 at the Upshur County Regional Airport in Buckhannon, WV.\*
3. Correspondence from Gregory B. Woody, Upshur County Youth Camp Director, announcing the resignation of Carol Roth, effective immediately, and requesting the employment of Cassia Alderman. Upon approval, Ms. Alderman's employment will be effective May 19, 2019 at the hourly wage rate of \$9.18 as she is a returning employee.\*
4. Approve Invoices for Payment, Purchase Card Invoices for Payment, Budget Revisions / Financial Reports or Information, Correction of Erroneous Assessments, Exonerations/Refunds, Grant Updates / Requests for Reimbursements, Final Settlements, Vacation Orders, Consolidation of Land Tracts, Facility Maintenance Concerns or Updates, Road Name Requests, Project Reports / Updates, Request to Attend Meetings, Request for Day(s) Off.

### For Your Information:

(Certain Items May Require Discussion, Action and/or Approval by the Commission)

1. Upshur County E911 Communication Reports --- March and April 2019
  - Monthly Call Summary Report
  - Monthly Department Summary Report
  - Monthly and YTD Wrecker Report
2. Appointments Needed or Upcoming:

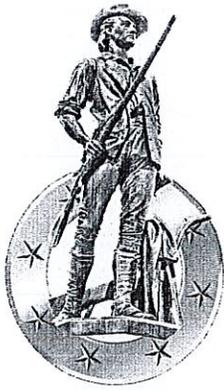
Newsletters and/or Event Notifications, Agendas and/or Notices of Meetings, Meeting Minutes and Scheduled Meetings can all be found by visiting: [http://www.upshurcounty.org/agenda\\_and\\_minutes/index.php](http://www.upshurcounty.org/agenda_and_minutes/index.php)

Tabled Items

(Certain Items May Require Discussion, Action and/or Approval by the Commission)

Next Regular Meeting of the Upshur County Commission  
May 23, 2019 --- 9:00 a.m.  
Upshur County Courthouse Annex

**\*\*The regularly scheduled Commission Meeting on May 30, 2019 is CANCELLED\*\***



# LEWIS COUNTY HIGH SCHOOL

**John H. Whiston**  
Principal

**Dustin T. Cogar**  
Assistant Principal

**Brian R. Fisher**  
Assistant Principal  
Athletic Director

**205 Minuteman Drive**

**Weston, WV 26452**

**Phone (304) 269-8315**

**Fax (304) 269-8319**

**Dodi K. Cook**  
Counselor

**Lauren R. Landry**  
Counselor

May 3, 2019

Lewis County Commission,

Agnes Queen

Pat Boyle

Rod Wyman

Lewis County Administrator, Cindy Whetsell

Lewis County Clerk, Cindi Rowan

On behalf of Lewis County High School, the social studies department would like to thank you very much for coming to our school and putting on the mock commission meeting in front of our students.

We think it was an unbelievable experience for our students. As a result of the mock meeting, many of our students began to understand the complexity, intricacies, scope, and yes, tedium of what you do as you represent the constituents of Lewis County. There were many discussions in our classrooms after the meeting on a variety of topics the commission addressed. Whereas many students did not understand everything that went on, we think they walked away with a greater appreciation for your hard work and what it takes to make sure Lewis County functions.

Again, thank you for your time, your knowledge and know-how and especially for imparting that to our students. We hope next year we can follow up on the invitation to have students shadow members of the commission one day. Thank you for thinking of our students.

Lewis County High School social studies teachers:

Curtis Crabtree

Debbie Gump

Terry McAbee

Hunter McWhorter

Ben Whetsell

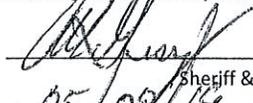
Lewis County Financial Statement  
Month Ending- April 2019

Lewis County  
05/08/2019 @ 10:11:34 AM

	Beginning Balance	All Other Revenues	All Taxes Collected	Less: Orders Issued	Ending Balance
General County	\$3,599,742.46	\$338,795.83	\$695,487.11	\$642,642.03	3,991,383.37
Coal Severence	\$27,661.56	\$6,816.95	\$0.00	\$0.00	34,478.51
General School	\$4,719.62	\$9,451.76	\$0.00	\$0.00	14,171.38
Magistrate Court	\$3,050.32	\$2,164.45	\$0.00	\$2,047.14	3,167.63
Worthless Check	\$43,786.44	\$395.00	\$0.00	\$0.00	44,181.44
Dog and Kennel	\$36,394.00	\$381.80	\$0.00	\$18,765.01	18,010.79
Home Detention	\$14,920.57	\$5,257.39	\$0.00	\$5,359.57	14,818.39
Emergency 911 Fund	\$3,397,501.26	\$386.08	\$0.00	\$66,165.14	3,331,722.20
Lewis County Aquatic Fund	\$724,128.98	\$3,891.35	\$97.48	\$0.00	728,117.81
Citizens Education	\$24,182.74	\$10.00	\$0.00	\$709.99	23,482.75
Federal Equitable	\$0.71	\$0.00	\$0.00	\$0.00	0.71
Fire Fees	\$0.00	\$6,730.01	\$0.00	\$4,400.01	2,330.00
LC Flood Administration	\$0.00	\$0.00	\$0.00	\$0.00	0.00
NTIA Broadband Project	\$0.00	\$0.00	\$0.00	\$0.00	0.00
North West Acquisition Project	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Sheriff Special Account-State	\$8,608.88	\$0.76	\$0.00	\$0.00	8,609.64
County Building	\$572,152.24	\$31.34	\$0.00	\$0.00	572,183.58
Board of Health	\$417,830.02	\$52,060.64	\$0.00	\$17,357.57	452,533.09
Tax Lien	\$310,473.18	\$22,652.25	\$0.00	\$11,782.45	321,342.98
Delinquent Nonentered	\$13,100.00	\$0.00	\$0.00	\$10.98	13,089.02
Concealed Weapons	\$50,138.60	\$1,510.68	\$0.00	\$300.00	51,349.28
Assessor Valuation	\$305,306.26	\$505.93	\$0.00	\$14,102.55	291,709.64
Voters Resistration	\$5,080.06	\$0.00	\$0.00	\$0.00	5,080.06
State Current	\$0.00	\$0.72	\$4,399.08	\$4,399.80	0.00
Criminal Charges	\$0.00	\$2,046.50	\$0.00	\$2,046.50	0.00
Court Reporter	\$0.00	\$170.00	\$0.00	\$170.00	0.00
Sate Police	\$0.00	\$765.00	\$0.00	\$765.00	0.00
Vehicle License - DMV	\$0.00	\$37,565.00	\$0.00	\$37,565.00	0.00
State Fines	\$0.00	\$75.00	\$0.00	\$75.00	0.00
Jury Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00
WV Deputies Fund	\$641.50	\$696.00	\$0.00	\$650.50	687.00
General Current Expenses	\$0.00	\$18,488.44	\$942,226.06	\$960,714.50	0.00
Excess Levy	\$0.00	\$329,448.91	\$181,611.44	\$511,060.35	0.00
Weston Current	\$0.00	\$6.76	\$41,497.51	\$41,504.27	0.00
Jane Lew Current	\$0.00	\$1.13	\$6,911.44	\$6,912.57	0.00
Totals	\$9,559,419.40	\$840,305.68	\$1,872,230.12	\$2,349,505.93	\$9,922,449.27

Balance in county depositories - End of Month	\$11,381,833.69	Bank Errors	
Less: Orders Outstanding	\$2,335,841.99	Bank Errors	
Add: Deposits in Transit	\$872,957.57		
Cash in Office at End of Month	\$3,500.00		
Misc. Adjustments (+ or-)			
Total in county Depositories and Office	\$9,922,449.27	Bank Errors	
		Total	
		True Balance	\$9,922,449.27

I, Adam M. Gissy Sheriff of Lewis, West Virginia, do hereby certify that the foregoing is a true and correct statement of the finances of Lewis, West Virginia, for the month ending referenced above. The amount received, the amount distributed and the amount remaining in the Treasury and County Depositories.

  
Adam M. Gissy  
 Sheriff & Treasurer,  
Lewis County  
 Dated and sworn to on this date. 05/08/19

Difference \$0.00





2019 LEWIS-GILMER E-911 TELETYPE REPORT

LEWIS COUNTY		JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JULY.	AUG.	SEP.	OCT.	NOV.	DEC.	TOTAL
COUNTY	10-27	287	238	308	490									1323
	10-28	267	213	233	483									1196
	III & CIB	145	215	235	225									820
	OTHER	8	14	49	36									107
	DVP	34	38	16	64									152
CITY	10-27	222	140	296	274									932
	10-28	167	132	238	195									732
	III & CIB	29	18	24	41									112
	OTHER	5	1	21	13									40
	DVP	17	7	19	31									74
STATE	10-27	113	207	214	183									717
	10-28	90	127	142	134									493
	III & CIB	22	40	29	57									148
	OTHER	5	3	1	0									9
	DVP	24	37	26	25									112
DNR	10-27	7	12	21	5									45
	10-28	11	19	6	11									47
	III & CIB	6	0	2	4									12
	OTHER	4	0	0	0									4
	DVP	1	1	5	7									14
PROSECUTOR	10-27	22	12	30	38									102
	10-28	0	0	0	0									0
	III & CIB	80	36	91	152									359
	OTHER	0	4	0	0									4
	DVP	0	0	0	0									0
PROBATION	10-27	6	4	7	2									19
	10-28	1	0	0	0									1
	III & CIB	37	19	18	15									89
	OTHER	0	0	0	0									0
	DVP	0	0	0	0									0
SWJS PARK	10-27	0	0	0	7									7
	10-28	4	0	0	2									6
	III & CIB	0	0	0	7									7
	OTHER	0	0	0	0									0
	DVP	0	0	0	0									0
FAMILY COURT	III & CIB	21	3	0	0									24
DAY REPORT	10-27	7	6	5	5									23
	10-28	0	0	0	0									0
	III & CIB	14	6	11	11									42
	OTHER	25	9	27	28									89
	DVP	0	0	0	0									0
TOTAL TRANSACTIONS													7861	

2019 LEWIS-GILMER E-911 TELETYPE REPORT

GILMER		JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JULY.	AUG.	SEP.	OCT.	NOV.	DEC.	TOTAL
COUNTY	10-27	154	58	214	51									477
	10-28	134	41	199	55									429
	III & CIB	118	61	112	43									334
	OTHER	7	6	23	4									40
	DVP/WAR	8	1	10	11									30
CITY	10-27	36	68	89	63									256
	10-28	34	32	89	55									210
	III & CIB	9	12	33	4									58
	OTHER	0	0	0	1									1
	DVP/WAR	2	1	3	5									11
STATE	10-27	73	112	170	123									478
	10-28	52	99	155	95									401
	III & CIB	26	40	22	45									133
	OTHER	1	2	0	5									8
	DVP/WAR	18	33	36	29									116
DNR	10-27	0	8	4	0									12
	10-28	1	2	6	0									9
	III & CIB	0	3	0	0									3
	OTHER	0	0	0	0									0
	DVP/WAR	0	0	0	0									0
PROSECUTOR	10-27	0	0	0	0									0
	10-28	0	0	0	0									0
	III & CIB	6	0	11	6									23
	OTHER	0	0	0	0									0
	DVP/WAR	0	0	0	0									0
CAMPUS	10-27	1	0	5	0									6
	10-28	1	0	5	4									10
	III & CIB	2	0	2	0									4
	OTHER	0	0	1	0									1
	DVP/WAR	0	0	0	0									0

Total Transactions 3050

## **Lewis-Gilmer E-911 Advisory Board**

**Date: APRIL 8, 2019**

The Meeting was called to order by at 14:05 in Lewis County.

**Members Present:** J. Taylor, J. Spray, V. Miller, E. Squires, K Wiant, J. Gum, W. Rowan .

**Also attending:** S. Money Penny

A motion to approve minutes made by j gum, second by j. spray.

### **Committee Reports**

#### **Executive Committee:**

**Building and Operations:** We are still waiting to proceed on the addition.

**Budget and Finance:** The Budget has been sent in.

**Public Relations:** We placed our new phone numbers in the news papers.

**Personnel Committee:** The 3 new recruits are currently in training.

**EMD/Training Committee:** Last months emd was good. Close to 170 calls for Lewis 70 Plus for Gilmer County. 0 calls below acceptable for either county.

**Old Business:** Questions about Gilmer fire portable radios were asked and answered.

**New Business:** Meeting with Upshur county regarding back up status. They have discussed adding agencies with their number on radios.

**Addressing Report:** People have been getting addresses Questions regarding road naming were answered.

**Chairman's Time: Nothing to Report**

**Director's Report:** Would like to get the radios finished programming, etc. We have 2 left to do.

**Benefit of the Organization:** T mobile is forth coming on Sand Fork tower nothing specific to date yet.

**Next Meeting:** May 13th In Gilemr County

**Motion to adjourn** by E. Squires second by J. Spray

**Joe Spray II , Secretary**

**James Taylor, Chairman**

Subject: Lewis County, WV

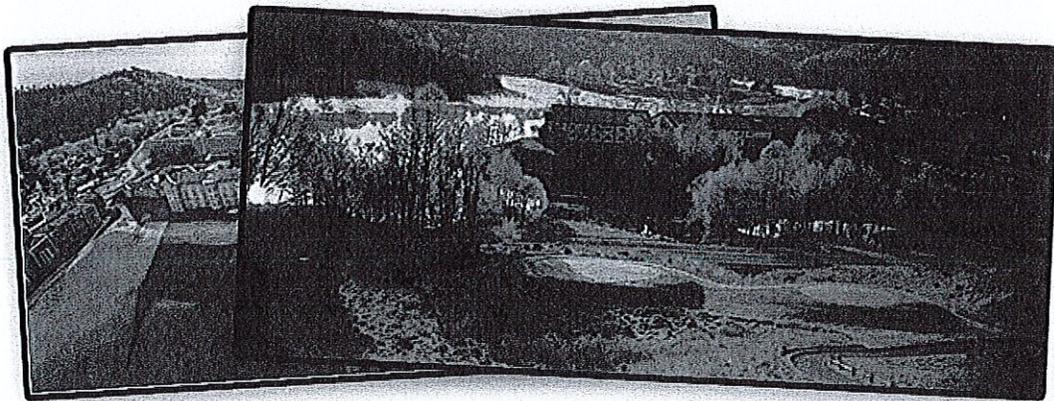
From: Lewis County CVB (kgeer@stonewallcountry.com)

To: lccommission@yahoo.com;

Date: Wednesday, May 15, 2019 7:04 AM



## Lewis County, WV



Thank you for taking the time to check out our newsletter and for your continued support. Lewis County, WV has so much to offer. Please [click here](#) for a complete list of accommodations, attractions and much more. I have also listed a few events that will be taking place soon.

Enjoy!

### June 2018

Distillery Tours every Saturday at MannCave Distilling Inc. 851 Left Millstone Rd, Weston. *Call (681) 533-1001 for details.*

Throughout June – Ghost hunts, Historic, Paranormal and Architectural Tours of the Trans- Allegheny Lunatic Asylum. Father's Day \$10 off a 4 floor Historic Tour. *Call 304-269-5070 for more information and to make your reservations.*

Jackson's Mill Fire Department Country Breakfast Buffet Fundraiser 3rd Saturday of every month. At the Firehouse from 7am-11am.

Enjoy Live Music at Stonewall Resort every Friday & Saturday. *[Click here](#) for details.*

June 30– Annual Independence Day Celebration featuring a stunning lakeside fireworks display on Stonewall Jackson Lake. Listed 9pm as the launch time, however the exact time will vary based on when it becomes dark. Be sure to arrive early and enjoy a great dinner in any of the three restaurants. There is a \$10/vehicle fee to enter the park on this day. [Click here for details.](#)

*\*All events are subject to change. Please call ahead to confirm details.*

## Visit Our Website

Lewis County Convention & Visitors Bureau  
499 US Hwy 33 East, Weston, WV 26452 • 304-269-7328

Lewis County Convention & Visitors Bureau | 499 US Highway 33 East, Weston, WV 26452

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Sent by [kgeer@stonewallcountry.com](mailto:kgeer@stonewallcountry.com) in collaboration with

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Subject: RE: Hires for approval

From: [jhinchman@lewiscountywv.org](mailto:jhinchman@lewiscountywv.org)

Date: Wed, May 15, 2019 1:30 pm

To: [lewiscountycommission@lewiscountywv.org](mailto:lewiscountycommission@lewiscountywv.org)

I will also need to add Cora Stapleton to be approved. Sorry they are slowly returning my calls for hires.

----- Original Message -----

Subject: Re: Hires for approval

From: Joshua Hinchman <[jhinchman@lewiscountywv.org](mailto:jhinchman@lewiscountywv.org)>

Date: Tue, May 14, 2019 1:05 pm

To: [lewiscountycommission@lewiscountywv.org](mailto:lewiscountycommission@lewiscountywv.org)

For next weeks Commission meeting. Approval for hire.

Emilee Spangler, Deanna Pascasio, Caden Rohrbough, kenton Linger, Kylee Good, Olivia Duncan, Taylor McDougal, Bailey Watson,

Joshua Hinchman  
Director  
Lewis Co Park  
304-269-6599  
[Lewiscountypark.com](http://Lewiscountypark.com)

On Tue, May 7, 2019 at 2:15 PM -0400, <[jhinchman@lewiscountywv.org](mailto:jhinchman@lewiscountywv.org)> wrote:

Can I get these people on next weeks Commission agenda for approval to hire. Thank you

Rehires

Treyson Crawl, Brooklyn Queen, Kaitlyn Bean, Cole Kemper, Kenton Linger, Isaiah, Burciaga, Mackenzie McCord, Vincent Snuffer, Tiara Goodwin, Kia Villers, Sky, Nichols, Carlee, Burnside, Jenna Montgomery, Melea Stutler, Emily Louk, Olivia Krinov, Erin Fallon-Freeman, Kathryn Jones, Lorrie McCord,

New Hires

Tonya Ables, Ella McDougal, Jocelyn Hecert, Hailey Bright, Chayten Chapman, Adam Watson, Taylor Boggs, Kaylin Pasquale, Stephanie Bishop, Bobbie Westfall,

Joshua Hinchman  
Director