

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, July 16, 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, July 12, 2019.
(*action required*)

APPOINTMENTS

- 3. NONE**

CORRESPONDENCE

- 4. Upshur County Commission Meeting Agenda:** The Upshur County Commission Meeting Agenda for July 12, 2019 is presented for review. (*information only*)
- 5. Sheriff's Monthly Settlement (Reconciliation):** Lewis County Sheriff Adam Gissy submits the Sheriff's Monthly Settlement(reconciliation) of Lewis County accounts for June 2019. (*information only*)
- 6. Jane Lew Public Service District Meeting Agenda:** The Jane Lew Public Service District July 12, 2019 Regular Meeting Agenda is presented for review. (*information only*)
- 7. West Virginia Regional Jail and Correctional Facility Monthly Invoice:** The June 2019 monthly invoice for Lewis County inmates housed in the Regional Jail is presented for review: 1,602 days X 48.25 per diem =\$77, 296.50. (*information only*)
- 8. Lewis County Park Board Meeting Agenda and Minutes:** The agenda for the Monday, July 15, 2019 meeting of the Lewis County Park Board and Minutes of the meeting of June 24, 2019 meeting are presented for review. (*information only*)
- 9. Sheriff's Vehicle Report:** The mileage report for vehicles in the Sheriff's Department fleet for the month of June 2019 is presented for review. (*information only*)
- 10. Public Service Commission of West Virginia Distribution of Quarterly Wireless E911 Distribution:** The Public Service Commission of West Virginia has disbursed \$133,272.20 to Lewis County for Wireless E911 fees for the months of April, May and June, 2019. Last quarter the county received \$126,865.48 . (*information only*)

11. Lewis-Upshur Parents and Teachers Agreement: The Lewis County Commission was presented with an agreement with the Lewis- Upshur Parents as Teachers program at the July 9, 2019 meeting. This was tabled to allow the County Administrator to obtain further information. This will be provided to the County Commission. *(information only)*

BUSINESS

12. Board(s) and Committee(s) Reports: Commissioners will give reports on any board(s) or committee(s) meeting attended including: Blueprint Community Meetings; Corridor H Authority Annual Meeting; Lewis County Firefighters Association. *(information only)*

13. Small Cities Block Grant Amendment Number 6: The Lewis County Commission is asked to execute Amendment Number 6 to the Small Cities Block Grant for the Northwest Water Project. This amendment requests and extension for project completion until the end of the 2020 Fiscal Year. *(information only)*

14. Time Sheets and Leave Requests:

a) Lucinda A Whetsell June 2019 Monthly Time Sheet

ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:

15. 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, July 12, 2019. *(action required)*

16. 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, July 12, 2019. *(action required)*

17. 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, July 12, 2019. *(action required)*

18. Expenses for the Current Period Presented for Consideration of Payment: Draft copies will be available for review upon request Friday, July 12, 2019. *(action required)*

ADJOURNMENT:

19. 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 or by request to the Upshur County Commission Office at 304-472-0535

Location of Meeting: Upshur County Courthouse Annex
Date of Meeting: July 11, 2019

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• June 27, 2019

9:05 a.m. Laura B. Meadows, Executive Director of the Upshur County Convention and Visitors Bureau – Annual Report

10:00 a.m. Bid opening for the Upshur County Youth Camp Timber Sale
** Bid acceptance will follow Upshur County Youth Camp Board's review of timber sale bids.*

10:30 a.m. Bid opening, presentation and award—Upshur County Sheriff's vehicle (1 sport utility vehicle)

Items for Discussion / Action / Approval:

1. Approval and signature of the Management Representation Letter for a Non-Single Audit for period ending June 30, 2018.*
2. Approval and signature of Prevention Resource Officer Agreement between the Upshur County Board of Education, the Upshur County Sheriff's Office and the Upshur County Commission. This agreement is for fiscal year 2019-2020 to have a Deputy Sheriff assigned as Prevention Resource Officer at the Buckhannon-Upshur Middle School.*
3. Approval and signature of Prevention Resource Officer Agreement between the Upshur County Board of Education, the Upshur County Sheriff's Office and the Upshur County Commission. This agreement is for fiscal year 2019-2020 to have a Deputy Sheriff assigned as Prevention Resource Officer at the Buckhannon-Upshur High School.*
4. Approval and signature of Addendum to Prevention Resource Officer Agreement for Fiscal Year 2019-2020 Canine Officer. This agreement will supplement the above referenced Prevention Resource Officer Agreement and allow for the PRO to be in possession of a male Labrador retriever/German shorthaired pointer fully trained in narcotics detection and obedience to be utilized at the Buckhannon-Upshur High School. Once executed, this agreement will be reviewed by the Board of Education for approval. *
5. Approval for Samuel R. Nolte, President, to execute any and all documents necessary for the Promissory Note and Business Loan Modification Agreement between the Upshur County Commission, Buckhannon Upshur Airport Authority and Community Bank. The outstanding principal balance as of June 26, 2019 was one hundred fifty seven thousand three hundred ninety four dollars and forty six cents (\$157,394.46). The maturity date will be extended from July 14, 2019 to July 14, 2020.*

6. Approval and signature of Specified Disease – Organ & Tissue Transplant Application, effective July 1, 2019.*
7. Correspondence from Judith L. Williams, Director of James W. Curry Public Library, requesting approval of the expenditure of \$175 payable to Skateland for rink rental on August 6th. This is for the grand finale event for the “Universe of Stories” summer reading program.*
8. Correspondence from Beth Rogers, Upshur County Public Library Assistant Director, requesting use of the large pavilion on August 1, 2019, free of charge. The library will be utilizing the pavilion for a “wrap-up party” for the month long summer reading program.*
9. Correspondence from Kristi L. Wilkerson, Director of the Upshur Parish House and Crosslines, outlining the Emergency Food and Shelter Program (EFSP) and requesting for the Upshur County Commission to appoint a County employee to serve as a Board member for the local EFSP group.*
10. Correspondence from Dr. Sara Lewis-Stankus, Superintendent of Upshur County Schools, recommending the reappointment of Katie Loudin to serve on the Buckhannon-Upshur Parks and Recreation Advisory Board. Upon approval, Ms. Loudin’s term will expire on June 30, 2021.*
11. Correspondence from Lowell Peterson requesting reappointment to the Upshur County Farmland Protection Board as a “county resident”. Upon approval, Mr. Peterson’s term will expire on June 30, 2023.*
12. Correspondence from Mary Hull expressing an interest to be appointed to the Buckhannon-Upshur Parks and Recreation Advisory Board, effective immediately. Upon approval, Ms. Hull’s term will expire on June 30, 2021.*
13. Correspondence from Kathy McMurray, President of the UCDA, requesting the appointment of Bobby Gompers, Lori Meadows, Bob Skinner, Doyle Tenney and Aaron Harris to the UCDA Board. Upon approval, these terms will begin on July 1, 2019 and expire on June 30, 2022.*
14. Approval of Lewis - Upshur Animal Control Facility Volunteers, Sharon M. Vinson and Sandra C. Craig.*
15. Memorandum from Carrie L. Wallace, County Administrator, announcing the resignation of Michael Campbell, maintenance employee, effective July 5, 2019.*
Item may lead to Executive Session per WV Code §6-9A-4
16. Approval of advertisement for a full-time maintenance department position. Applications must be received by 4:30 p.m. on July 24, 2019. A Journeyman’s Electrical License and HVAC License are preferred and the starting salary will be based upon experience.*
17. Approval of Application for Donated Leave*
Item may lead to Executive Session per WV Code §6-9A-4
18. Approval of revised 2019 Holiday Schedule and Administrative Closures list*
19. Approval of the James W. Curry Public Library and Park Budget for July 1, 2019 through June 30, 2020*
20. 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. Proclamation made by Governor Jim Justice on July 3, 2019 permitting public employees of this State to generally cease business the entire workday of Friday, July 5, 2019, in acknowledgement of the Fourth of July holiday. The proclamation further reads that public employees of this State may be excused from their work duties the entirety of the day without charge against accrued annual leave. In accordance with subsection (c), section one, article two, chapter two of the WV Code, County Commissions may treat the days as if they were a legal holidays, and the Courts may do the same.
2. Correspondence from 26th Judicial Circuit Court Judge Jacob E. Reger to WV Supreme Court of Appeals Court Administrator Joseph Armstrong requesting the approval of an expenditure in the amount of eight thousand five hundred forty dollars (\$8,540) from the Upshur County Worthless Check Fund to cover the cost of bailiff services for the Upshur County Magistrate Court for fiscal year 2019.
3. Correspondence from Alex Shubert, Manager of the National Processing Center regarding the recent Public Protection Classification survey for Rock Cave Fire Department, effective October 1, 2019. ISO's Public Protection Classification Program plays an important role in the underwriting process at insurance companies.
4. Fiscal Year 2019 Land and Water Conservation Fund Notice: Invitation to Submit Applications by October 31, 2019
5. Buckhannon Water Board Consumer Confidence Report 2019 – Covering Calendar Year 2018
6. Upshur County Sheriff's Financial Statement for period ending May 2019
7. Elkins Road PSD Annual Budget for July 1, 2019 through June 30, 2020
8. Appointments Needed or Upcoming:
 - a. Buckhannon-Upshur Parks and Recreation Advisory Board (7/1/19 – 6/30/2021 County Rep.)
 - b. Buckhannon-Upshur Parks and Recreation Advisory Board (7/1/19 – 6/30/2021 City Rep.)

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

Tabled Items

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

Next Regular Meeting of the Upshur County Commission

July 18, 2019 --- 9:00 a.m.

Upshur County Courthouse Annex

****The regularly scheduled Commission Meeting on August 8, 2019 is CANCELLED ****

Lewis County Financial Statement
Month Ending- June 2019

Lewis County
07/03/2019 @ 03:47:57 PM

	Beginning Balance	All Other Revenues	All Taxes Collected	Less: Orders Issued	Ending Balance
General County	\$3,782,074.99	\$378,035.81	\$201,754.62	\$759,277.91	3,602,587.51
Coal Severence	\$34,481.44	\$0.00	\$0.00	\$34,481.44	0.00
General School	\$22,161.09	\$5,124.22	\$0.00	\$0.00	27,285.31
Magistrate Court	\$3,855.88	\$1,887.25	\$0.00	\$5,202.68	540.45
Worthless Check	\$43,726.33	\$125.00	\$0.00	\$891.52	42,959.81
Dog and Kennel	\$18,086.77	\$20,029.70	\$0.00	\$368.36	37,748.11
Home Detention	\$12,988.86	\$2,911.04	\$0.00	\$5,350.97	10,548.93
Emergency 911 Fund	\$3,412,968.87	\$46,277.15	\$0.00	\$73,084.32	3,386,161.70
Lewis County Aquatic Fund	\$720,720.41	\$83.06	\$8.65	\$0.00	720,812.12
Citizens Education	\$23,482.75	\$0.00	\$0.00	\$0.00	23,482.75
Federal Equitable	\$0.71	\$0.00	\$0.00	\$0.00	0.71
Fire Fees	\$0.00	\$38,552.93	\$0.00	\$38,552.93	0.00
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	\$30,000.00	\$0.00	\$30,000.00	0.00
Sheriff Special Account-State	\$8,410.37	\$0.66	\$0.00	\$0.00	8,411.03
County Building	\$572,737.30	\$27.43	\$0.00	\$0.00	572,764.73
Board of Health	\$464,398.68	\$34,622.33	\$0.00	\$15,087.58	483,933.43
Tax Lien	\$301,098.87	\$3,957.10	\$0.00	\$8,119.47	296,936.50
Delinquent Nonentered	\$13,089.02	\$0.00	\$0.00	\$5,452.95	7,636.07
Concealed Weapons	\$52,254.93	\$1,159.06	\$0.00	\$1,183.74	52,230.25
Assessor Valuation	\$262,955.17	\$747.09	\$0.00	\$22,147.73	241,554.53
Voters Resistration	\$5,080.06	\$44.90	\$0.00	\$0.00	5,124.96
State Current	\$0.00	\$0.22	\$3,385.77	\$3,385.99	0.00
Criminal Charges	\$0.00	\$2,288.75	\$0.00	\$2,288.75	0.00
Court Reporter	\$0.00	\$125.00	\$0.00	\$125.00	0.00
Sate Police	\$0.00	\$350.00	\$0.00	\$350.00	0.00
Vehicle License - DMV	\$0.00	\$41,971.50	\$0.00	\$41,920.00	51.50
State Fines	\$0.00	\$493.00	\$0.00	\$493.00	0.00
Jury Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00
WV Deputies Fund	\$620.00	\$727.50	\$0.00	\$619.00	728.50
General Current Expenses	\$0.00	\$23,033.17	\$263,910.23	\$286,943.40	0.00
Excess Levy	\$0.00	\$12,863.56	\$139,778.34	\$152,641.90	0.00
Weston Current	\$0.00	\$0.26	\$4,130.67	\$4,130.93	0.00
Jane Lew Current	\$0.00	\$0.06	\$917.15	\$917.21	0.00
Totals	\$9,755,192.50	\$645,437.75	\$613,885.43	\$1,493,016.78	\$9,521,498.90

Balance in county depositories - End of Month	\$10,148,948.12	Bank Errors	
Less: Orders Outstanding	\$886,716.71	Bank Errors	
Add: Deposits in Transit	\$255,767.49		
Cash in Office at End of Month	\$3,500.00		
Misc. Adjustments (+ or-)	\$0.00		
Total in county Depositories and Office	\$9,521,498.90	Bank Errors	
		Total	
		True Balance	\$9,521,498.90

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
July 3, 2019
 , Sheriff & Treasurer,
 Lewis County

Difference \$0.00

Dated and sworn to on this date.

Jane Lew Public Service District

70 Park Avenue
Jane Lew, WV 26378

Regular Meeting **July 11, 2019 4:00 PM**

~~ Public Board Meeting Agenda ~~

I. Call to Order (Mills)

~~ ROUTINE MONTHLY BUSINESS ~~

II. Minutes (06/13/2019)

III. General Manager's June Reports (Gee)

A. WATER:

1. Water Bills
2. Water Treasury Report
3. Water Adjustments Report
4. Water Purchase, Sales & Loss Report
5. Water Preventive Maintenance Report (*preventing unplanned breakdowns*)
6. Leak Detection Report
7. Water Repairs Report (*fixing unplanned breakdowns*)
8. Cross Connections/Backflow Report
9. New Taps (non-project)
10. Other

B. WASTEWATER:

1. Wastewater Bills
2. Wastewater Treasury Report
3. Wastewater Adjustments Report
4. Wastewater Treatment Purchase, Sales & Loss Report
5. Wastewater Preventive Maintenance Report (*preventing unplanned breakdowns*)
6. Wastewater Repairs Report (*fixing unplanned breakdowns*)
7. New Taps (non-project)
8. Other

IV. New Extensions and Road Bores (Gee)

V. PSD Policies and Job Descriptions (Flaxer)

VI. Personnel (Gee)

VII. Announcements (Gee)

VIII. Correspondence (Gee)

~~ OLD BUSINESS ~~

IX. UPDATE: Purchase of New Side-by-Side (Gee)

X. UPDATE: Update on Riggs Photos & Timeline (Gee)

~~ NEW BUSINESS ~

XI. Write-Off Uncollectible Accounts (Gee)

XII. Late-Received Agenda Items (Gee)

XIII. Adjournment (Mills)

STATE OF WEST VIRGINIA
DEPARTMENT OF MILITARY AFFAIRS & PUBLIC SAFETY
DIVISION OF CORRECTIONS & REHABILITATION



BETSY C. JIVIDEN
COMMISSIONER

JEFF S. SANDY, CFE, CAMS
CABINET SECRETARY

Office of the Commissioner
1409 Greenbrier Street
Charleston, WV 25311
304-558-2036 – Telephone
304-558-5367 - Fax

THE HONORABLE AGNES QUEEN, PRESIDENT
LEWIS COUNTY COMMISSION
LEWIS COUNTY COURTHOUSE
WESTON, WV 26452

Statement Number: 61192a8e

Statement Date: 7/8/2019

Month Of Service: June, 2019

Pursuant to the provisions of W.Va. Code §15A-3-16, the Division of Corrections and Rehabilitation hereby provides you with a monthly statement of charges and costs of inmate maintenance and operational costs for LEWIS for the month of June, 2019. The costs per day for inmate maintenance and operation is in accordance with the provisions of W.Va. Code §15A-3-16.

Detailed information, including names of inmates and the number of days of inmate maintenance, to support the invoice is attached.

Month: June

NUMBER OF INMATE DAYS: 1602

PER DIEM RATE: \$48.25

AMOUNT DUE - June, 2019 \$77,296.50

This statement amount is due and payable upon receipt.

Please Remit Payment to:
WV Regional Jail and Correctional Facility Authority
P O Box 40258
Charleston, WV 25364

LEWIS COUNTY PARKS AND RECREATION AGENDA

Monday, July 15, 2019 @ 6:00 pm at the LC Park

- 1) Call to Order**
- 2) Reading of the Minutes**
- 3) Treasurer's Report**
- 4) Public Comment**
- 5) Director's Report**
- 6) Old and Unfinished Business**
- 7) New Business**
- 8) Adjourn**

If unable to attend, please contact Gene Edwards at 304-269-4836

MINUTES OF THE LEWIS COUNTY PARK BOARD OF DIRECTORS

Meeting Date of June 24, 2019

Present: Gene Edwards, President, Barbara Paugh, Vice President, Betty Hill, Treasurer, Josie Britton, Secretary, Josh Hinchman, Director, Glen Brown, Member, Shirley Taylor, Member, Barbara Tucker, Member, Heather Fluharty, Member, Tom Alkire, Maintenance, and Rod Wyman, County Commissioner

The meeting was called to order by Gene Edwards. Minutes from the previous meeting(May 30, 2019) were approved by Shirley Taylor, seconded by Barbara Paugh.

Betty Hill went over the treasurer's report. There were no questions or concerns with the given information. The report was approved by Josie Britton, seconded by Shirley Taylor.

There was no public comment.

Josh Hinchman went over the director's report. He reported the following amounts collected as of June, 2019: \$22,448.29 in cash, \$5,200.00 in checks, and \$6,919.13 in credit card charges. He also stated that the pool has been fully booked thru out the season for summer parties.

Pressley Ridge has asked if an account can be set up for their agency. All agreed to open the account and bill them weekly for the use of the pool. Josh was asked if he had any negative feedback from the decision at last month's meeting to not give any discounts to the daycares that use the pool frequently. He said he had no problems or complaints from the decision.

Crystal Wagoner has been hired as the Activities Director. She has been given the miniature golf building to store the items she uses. All activities are free to the public and so far there has been a great turnout of participants. Crystal has been fortunate enough to have most of her supplies donated thru local businesses and Wal-Mart's manager, Bob Smith, has also committed to contribute towards the activities. She is also working out some details to begin disc golf, however, this activity requires more cost than other activities. Barbara Tucker made the motion for Crystal to proceed with the activity, asking for sponsors to help with the costs and Barbara Paugh seconded the motion.

Josh proposed to the Board to have free movie nights weekly during the summer months. It would cost approximately \$900.00 for the equipment and a yearly license fee of \$590.00. Lewis County First has offered to be a sponsor for this project and to buy the necessary equipment. Barbara Paugh made a motion to proceed with this idea and Heather Fluharty seconded it.

Tom Alkire added to the director's report with information that during heavy rains, water seeps into the maintenance building. They will attempt to reroute the drainage.

Gene Edwards adjourned the meeting after determining the next meeting will be MONDAY, JULY 15, 2019 at the Lewis County Park.

Respectfully submitted by Josie Britton, Secretary

JUNE 2019 MILEAGE REQUEST

UNIT LIC.

150 Gissy 6LB698 / 14 CHARGER 29,920

151 Hyre Temp / 18 POLICE INTERCEPTOR 14,155

152 Carpenter 3370 / 14 EXPLORER 73,490

153 Clark 1234 / 13 POLICE INTERCEPTOR 64,772

154 Lopez Temp / 18 POLICE INTERCEPTOR 7,268

155 Hendershot 3929 / 18 POLICE INTERCEPTOR 8,041

156 Carey 1643 / 11 TAHOE 90,539

157 Newbrough 3170 / 13 POLICE INTERCEPTOR 84,774

158 Brightbill 1910 / 13 POLICE INTERCEPTOR 91,021

159 Jones 2727 / 10 TAHOE 108,437

160 Frum 2966 / 12 CAPRICE 95,365

161 Miller 2868 / 09 TAHOE 87,605

170 Cayton 2829 / 11 TAHOE 101,568

171 Kirkpatrick 2726 / 11 DODGE NITRO 42,252

*Public Service Commission
Of West Virginia*

201 Brooks Street, P. O. Box 812
Charleston, WV 25323



Phone: (304) 340-0300
FAX: (304) 340-0325

July 9, 2019

Lewis County Commission
110 Center Avenue
Weston, WV 26452

SUBJECT: Disbursement of Wireless E-911 Subscriber Fees

Dear County Commissioner:

A check in the amount of \$133,273.20 representing a disbursement of Wireless E-911 subscriber fees will be mailed directly from the West Virginia State Auditor's Office. This amount is your County's share of the fees remitted to the Public Service Commission for the months of April, May, and June 2019. The next disbursement will be in three months.

I can be reached at our toll-free number, 1-800-344-5111, Extension 364, or direct at 304-340-0364, should you have any questions about the disbursement calculation or about the fees in general.

Sincerely,

A handwritten signature in cursive script, appearing to read "Sandra Mitchell".

Sandra Mitchell
Budget & Finance Manager

SM:kp

AGREEMENT BETWEEN

AND

Lewis-Upshur Parents as Teachers

THIS AGREEMENT by and between _____ and Lewis-Upshur Parents as Teachers, establishes a collaborative relationship to provide comprehensive services and support through a joint effort in focusing on positive support to families in the Lewis/Upshur county area.

This agreement shall be effective for the period commencing 07/01/19 and ending only when terminated by either party.

SERVICES PROVIDED:

1. To meet the needs of families and young children;
2. To link families with appropriate services and agencies;
3. To promote responsible parenting;
4. To help parents make informed choices about parenting;
5. To offer families appropriate educational opportunities;
6. To provide a representative to the local Early Childhood Collaborative;
7. To provide, receive and share appropriate referrals based upon family need; and
8. To help coordinate and care effective programs for parents and families in the Lewis-Upshur County community.

It is mutually agreed:

1. Each party will be available for families when necessary and appropriate;
2. Each party shall establish and maintain its own internal mechanisms with respect to the implementation of this agreement; and
3. Conflicts arising as a result of the implementation of this Memorandum of Understanding shall be made known to each party's executive office for appropriate resolution.

This agreement will be reviewed annually and may be amended by any party at any time during its duration. This amendment must be in the form of a written notice and must be agreed to by all parties as signified by signatures of the respective officials. All agencies involved are prohibited from discrimination on the basis of sex, color, religion, national origin, or handicapped origin in program activities or in employment.

ACCEPTANCE BY:

Signature of Contact

Date

(Address)

Representative of
Lewis Upshur Parents as Teachers
240 Court Avenue, Weston, WV 26452

Date



**Community Development Block Grant
(CDBG)
Grant Amendment No. 6**

**West Virginia Development Office
1900 Kanawha Blvd. East
Building 3, Suite 700
Charleston, WV 25305**

Subrecipient Information		State Accounting Information	
Name:	Lewis County Commission	Major Program:	CDBG
Address:	110 Center Avenue Weston, WV 26452	Program:	CDBGGRANTS
FEIN:	55-6000-338	Program Period:	B14
DUNS:	803418045	Vendor Number:	211994
		Oasis Grant Award No.:	N/A

Amendment No. 6 – Description of Change
This amendment will extend the contract period to allow additional time to complete all project activities.

Federal Award Information		Pass-through Award Information	
Federal Awarding Agency:	Dept. of Housing & Urban Development (HUD)	Awarding Agency:	Commerce-WVDO
CFDA No. and Name:	14.228-Community Development Block Grant	Subaward Project No.:	14SCBG0001X
R&D Award:	No	Initial Performance Period:	03/08/2016 - 06/30/2018
<u>2014 Program Year</u>		Amended Performance Period:	03/08/2016 - 06/30/2020
FAIN:	B14DC540001	<u>2014 Program Year PPC-B14</u>	
Federal Award Date:	08/07/2014	Funds Obligated by this action:	N/A
Total Federal Funds Available:	\$12,831,207	Total Funds Obligate:	\$250,000
<u>2015 Program Year</u>		<u>2015 Program Year PPCB15</u>	
FAIN:	B15DC540001	Funds Obligated by this action:	N/A
Federal Award Date:	09/19/2016	Total Funds Obligate:	\$1,250,000
Total Federal Funds Available:	\$12,528,038	Funds De-obligated from award:	(\$58,723)
		Total Federal Funds Committed:	\$1,441,277

Notice of Grant Amendment
This amendment is made and agreed upon by the WV Department of Commerce and by the Subrecipient listed above pursuant to the CDBG funds under Title I of the U.S. Housing and Urban Development Act of 1974 (Public Law 93-383), as amended. In all other respects, the agreement of which this is an amendment to shall remain in full force and effect.

Terms of Acceptance
By accepting funds under this Amendment, the subrecipient agrees to comply with all terms and conditions in the Agreement; all assurances and certifications made in the Agreement; and all applicable federal statutes, regulations, and guidelines. The subrecipient agrees to administer the funded project in accordance with the Agreement and budget(s), supporting documents, and other representations made in support of the Agreement.

<p>For the Pass-Through Entity:</p> <p>_____ Date _____</p> <p>Authorized Signature Jennifer Ferrell, Director</p> <p>Print Name / Title</p> <p>304-558-2234</p> <p>Phone</p> <p>Jennifer.L.Ferrell@wv.gov</p> <p>Email</p>	<p>For the Subrecipient:</p> <p>_____ Date _____</p> <p>Authorized Signature</p> <p>Print Name / Title</p> <p>_____</p> <p>Phone</p> <p>_____</p> <p>Email</p>
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