

COUNTY COMMISSION OF LEWIS COUNTY

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

LEWIS COUNTY COMMISSION 110 Center Avenue, 2nd Floor Weston, WV 26452 Meeting Agenda March 24, 2020

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, March 20, 2020
(action required)

APPOINTMENTS

3. 11:15 AM Hearings if needed for Elected Officials to discuss their Fiscal Year 2021 Budget

CORRESPONDENCE

4. **Upshur County Commission Meeting:** The Upshur County Commission Meeting Agenda for March 19, 2020 is presented for review. (information only)
5. **Lewis County Park and Recreation Board Meeting Minutes and Agenda:** The minutes of the Lewis County Park Board Meeting on February 24, 2020 and the March 23, 2020 Meeting Agenda are presented for review. (information only)

BUSINESS

6. **Board(s) and Committee(s) Reports:** COVID 19; Budget; Conference calls with Federal and State Leaders. (information only)
7. **Proclamation Declaring April as Fair Housing Month:** The Lewis County Commission is asked to consider a proclamation declaring April as Fair Housing Month in Lewis County. (action required)
8. **Request for Closure of a Paper Alley:** Mark Hymes, Esq. on behalf of his clients requests the Lewis County Commission consider the closure of a portion of an unused paper alley located running parallel from Court Street and north of Park Street in South Park Addition in the Town of Jane Lew, Lewis County, WV. The County Commission will be asked to set a hearing date and time. Mr. Hymes will then proceed with the publication notice of hearing and mailing letters notifying adjacent property owners. (action required)
9. **Approval of Emergency Ballot Commissioners:** Lewis County Clerk Cynthia S. Rowan presents the emergency ballot commissioners for the May primary election for approval. (action required)

10. Approval of the Lewis County Fiscal Year 2021 Budget: The Lewis County Commission will consider approval of the county's fiscal year 2021 Budget (Levy Estimate). Upon approval it will be sent to the West Virginia State Auditor's Office for final approval. *(action required)*

11. Time Sheets and Leave Requests: NONE

ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:

12. 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 20, 2020. *(action required)*

13. 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 20, 2020. *(action required)*

14. 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 20, 2020. *(action required)*

15. Expenses for the Current Period Presented for Consideration of Payment: Draft copies will be available for review upon request Friday, March 20, 2020. *(action required)*

ADJOURNMENT:

16. 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.
- Agenda Items may require an executive session.
- 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.
- Commissioners may participate and vote via conference call if two(2) commissioners are in attendance.