

COUNTY COMMISSION OF LEWIS COUNTY

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Weston WV 26452
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COMMISSIONERS:
Rod Wyman, President
Agnes Queen, Commissioner
Patrick Boyle, Commissioner

LEWIS COUNTY COMMISSION

110 Center Avenue, 2nd Floor

Weston, WV 26452

Meeting Agenda

Tuesday, April 14, 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, April 10, 2020
(*action required*)

APPOINTMENTS

3. 10:10 AM **Sandy Findley**
RE: National Day of Prayer Proclamation
The Lewis County Commission will be asked to execute a proclamation declaring the County's observance of the 2020 National Day of Prayer. (*action required*)
4. 10:20 AM **Lewis County Family Resource Network**
RE: Child Abuse Prevention Month Proclamation.
The Lewis County Commission will be asked to execute a proclamation declaring March 2020 as Child Abuse Prevention Month in Lewis County. (*action required*)
5. 10:25 AM **Hope, Inc.**
RE: Sexual Assault Awareness Month
The Lewis County Commission will be asked to execute a proclamation declaring March 2020 as Sexual Assault Awareness Month in Lewis County.
(*action required*)

CORRESPONDENCE

6. **Upshur County Commission Meeting Agenda:** The April 9, 2020 Upshur County Commission Meeting Agenda is presented for review. (*information only*)

7. **West Virginia State Auditor's Approval of Lewis County Fiscal Year 2021 Budget:** The West Virginia State Auditor's Office has approved the Lewis County Fiscal Year 2021 Budget. The County Commission is now ordered to set the levy rates on April 21, 2021. This meeting will be held at 9:50 AM in the County Commission conference room. *(information only)*
8. **Jane Lew Public Service District Meeting Agenda:** The Jane Lew Public Service District April 9, 2020 Meeting Agenda is presented for review. *(information only)*
9. **Sheriff's Vehicle Mileage Report:** The Sheriff's vehicle mileage report for March 2020 is presented for review. *(information only)*
10. **Sheriff's Monthly Financial Statement:** Sheriff Adam Gissy presents the March 2020 monthly financial statement (reconciliation of accounts) for review. *(information only)*

BUSINESS

11. **Board(s) and Committee(s) Reports:** Coronavirus Conference Calls. *(information only)*
12. **Order to Change the Location of Polling Precincts 2 and 16:** The Lewis County Commission advertised their desire to relocate Polling Precincts 2 and 16 as required by West Virginia State Code. There has been no response to this advertisement. The County Commission will now consider an order for relocation of Precinct 2 from the Walkersville Masonic Lodge to the Walkersville Volunteer Fire Department, and relocation of Precinct 16 from the Lewis County Ambulance Building to the Lewis County Senior Center. *(action required)*
13. **Time Sheets and Leave Requests:** None

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, April 10, 2020. *(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, April 10, 2020. *(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, April 10, 2020. *(action required)*
17. **Expenses for the Current Period Presented for Consideration of Payment:** Draft copies will be available for review upon request Friday, April 10, 2020. *(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.
- 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.

Child Abuse Prevention Month 2020

WHEREAS, every day, and especially during this time of COVID-19 outbreak crisis that our communities are experiencing, preventing child abuse and neglect is a community problem that depends on involvement among people throughout the community; and

WHEREAS, child maltreatment occurs when people find themselves in stressful situations without community resources, and don't know how to cope; and

WHEREAS, the majority of child abuse cases stem from situations and conditions that are preventable in an engaged and supportive community; and

WHEREAS, child abuse and neglect not only directly harms children, but also increase the likelihood of criminal behavior, substance abuse, health problems such as heart disease and obesity, and risky behavior such as smoking; and

WHEREAS, the citizens of Lewis County should become involved in supporting families in raising their children in a safe, nurturing environment; and

WHEREAS, effective child abuse prevention programs succeed because of partnerships created among social services agencies, schools, faith communities, civic organizations, law enforcement agencies and the business community; and

WHEREAS, child maltreatment knows no social or economic boundaries and occurs in every neighborhood in America;

NOW, THEREFORE, the Lewis County Commission proclaims the month of April 2020, as "CHILD ABUSE PREVENTION MONTH" in Lewis County and encourage the citizens of this great community to show that they care by committing themselves to fighting child abuse and neglect.

Lewis County Commissioner

Lewis County Commissioner

ATTEST:

County Clerk

April 14, 2020



State of West Virginia
John B. McCuskey
State Auditor

Office of the State Auditor
Local Government Services
200 West Main Street
Clarksburg, West Virginia 26301

Toll Free: (877) 982-9148
Telephone: (304) 627-2415
Fax: (304) 627-2417
www.wvsao.gov

April 1, 2020

NOTICE OF APPROVAL OF THE LEVY ESTIMATE (BUDGET)

TO: Lewis County Commission

In accordance with the provisions of Chapter 11, Article 8, of the West Virginia Code, as amended, the State Auditor of West Virginia hereby approves your Levy Estimate (Budget) for the fiscal year beginning July 1, 2020.

With this written approval, the levying body shall meet on the third Tuesday in April (April 21) to hear and consider any objections and to officially adopt the levy rates for property taxation. The clerk/recording officer, within three days of such meeting, shall prepare and forward to the State Auditor the officially adopted levy rates and levy order.

If you have any questions, please do not hesitate to contact me at 304-627-2415 or 1-877-982-9148 extension 5114, Shellie Humphrey extension 5119, Tiffany Hess extension 5118 or Emily Parsons extension 5101.

Sincerely,
John B. McCuskey
WV State Auditor

A handwritten signature in blue ink, appearing to read "Ora L. Ash".

By: Ora L. Ash
Deputy State Auditor
Local Government Services

Jane Lew Public Service District

70 Park Avenue
Jane Lew, WV 26378

Regular Meeting

April 9, 2020 4:00 PM

MEETING WILL TAKE PLACE VIA PHONE CONFERENCING

~~ Public Board Meeting Agenda ~~

I. Call to Order (Flaxer)

~~ ROUTINE MONTHLY BUSINESS ~~

II. Minutes (03/12/2020)

III. General Manager's March 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. Water Repairs Report (*fixing unplanned breakdowns*)
7. Leak Detection Report (*finding and fixing leaks*)
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. Extensions and Road Bores - Water or Sewer (Gee)

V. PSD Policies and Job Descriptions (Flaxer)

VI. Personnel (Gee)

VII. Announcements (Gee)

VIII. Correspondence (Gee)

~~ OLD BUSINESS ~~

IX. Revised Holiday Leave Policy (Flaxer)

X. PSC General Order on Working Capital Reserve

XI. PSC Order on 19A Rate Filings

~~ NEW BUSINESS ~~

XII. Late-Received Agenda Items (Gee)

XIII. Adjournment

Jane Lew PSD

Public Agenda - April 9, 2020

The Jane Lew PSD reserves the right to re-arrange items on the agenda as needed.

MARCH 2020 MILEAGE REQUEST

UNIT LIC.

150 Gissy 6LB698 / 14 CHARGER 32,217

151 Hyre Temp / 18 POLICE INTERCEPTOR 23,345

152 Lopez Temp / 18 POLICE INTERCEPTOR 20,815

153 Hendershot 3929 / 18 POLICE INTERCEPTOR 15,382

154 Newbrough 3170 / 13 POLICE INTERCEPTOR 98970

155 Brightbill 1910 / 13 POLICE INTERCEPTOR 104,069

156 Jones 1643 / 11 TAHOE 97,086

157 Matheny 2727 / 11 TAHOE 118,935

158 Cutright 3370 / 14 EXPLORER 85,445

159 Shipman 2511 / 07 CROWN VIC 119,155

160

161 Miller 2868 / 09 TAHOE 102,522

170 Cayton 2829 / 11 TAHOE 111,060

171 Kirkpatrick 2726 / 11 DODGE NITRO 44749

172 Posey 2824 / 11 TAHOE 116,071

174 Bush 1233 / 10 DODGE NITRO 64,278

1500 Deputy Reserves 2511 / 07 CROWN VIC _____

1500 Deputy Reserves 1232 / 07 CROWN VIC _____

2007 Chevy Sub. _____

There have been a number of vehicle reassignments. Need actual mileage from each unit.

Thank You

Lewis County Financial Statement
Month Ending- March 2020

	Beginning Balance	All Other Revenues	All Taxes Collected	Less: Orders Issued	Ending Balance
General County	4,052,272.98	\$325,021.38	\$613,455.24	\$697,811.90	4,292,937.70
Coal Severence	29,932.38	\$15.09	\$0.00	\$0.00	29,947.47
General School	(3,378.27)	\$7,653.27	\$0.00	\$0.00	4,275.00
Magistrate Court	1,424.45	\$1,668.33	\$0.00	\$1,908.96	1,183.82
Worthless Check	39,612.06	\$143.76	\$0.00	\$6,160.00	33,595.82
Dog and Kennel	24,436.86	\$341.06	\$0.00	\$1,090.28	23,687.64
Home Detention	2,214.61	\$3,227.09	\$0.00	\$1,286.40	4,155.30
Emergency 911 Fund	3,630,697.71	\$175,063.62	\$0.00	\$60,956.15	3,744,805.18
Lewis County Aquatic Fund	725,621.15	\$365.79	\$2.54	\$0.00	725,989.48
Citizens Education	23,456.92	\$11.82	\$0.00	\$0.00	23,468.74
Federal Equitable	0.71	\$0.00	\$0.00	\$0.00	0.71
Fire Fees	0.00	\$2,926.82	\$0.00	\$2,926.82	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	\$0.00	\$0.00	\$0.00	0.00
Sheriff Special Account-State	8,168.07	\$4.12	\$0.00	\$0.00	8,172.19
County Building	575,769.00	\$180.97	\$0.00	\$0.00	575,949.97
Board of Health	543,454.28	\$19,167.01	\$0.00	\$19,892.20	542,729.09
Tax Lien	199,478.95	\$6,835.16	\$0.00	\$9,556.68	196,757.43
Delinquent Nonentered	33,094.82	\$0.00	\$0.00	\$0.00	33,094.82
Concealed Weapons	51,554.48	\$1,517.52	\$0.00	\$714.46	52,357.54
Assessor Valuation	310,829.11	\$12,408.63	\$0.00	\$16,103.45	307,134.29
Voters Resistration	5,540.41	\$361.49	\$0.00	\$0.00	5,901.90
State Current	0.00	\$2.43	\$2,861.70	\$2,864.13	0.00
Criminal Charges	0.00	\$287.00	\$0.00	\$287.00	0.00
Court Reporter	0.00	\$141.00	\$0.00	\$141.00	0.00
Sate Police	0.00	\$350.00	\$0.00	\$350.00	0.00
Vehicle License - DMV	0.00	\$23,263.50	\$0.00	\$23,263.50	0.00
State Fines	0.00	\$1,375.00	\$0.00	\$1,375.00	0.00
Jury Fund	0.00	\$3,326.17	\$0.00	\$3,326.17	0.00
WV Deputies Fund	628.00	\$498.50	\$0.00	\$627.00	499.50
General Current Expenses	0.00	\$15,846.27	\$831,592.37	\$847,438.64	0.00
Excess Levy	0.00	\$335,884.78	\$118,143.73	\$454,028.51	0.00
Weston Current	0.00	\$25.08	\$29,497.83	\$29,522.91	0.00
Jane Lew Current	0.00	\$3.47	\$4,078.64	\$4,082.11	0.00
LC Blueprint Community	\$2,926.25	\$0.00	\$0.00	\$0.00	\$2,926.25
Totals	\$10,257,734.93	\$937,916.13	\$1,599,632.05	\$2,185,713.27	\$10,609,569.84

Balance in county depositories - End of Month

Less: Orders Outstanding

Add: Deposits in Transit

Cash in Office at End of Month

Misc. Adjustments (+ or -)

Total in county Depositories and Office

\$10,873,587.05	Bank Errors	
\$2,100,194.51	Bank Errors	
\$1,832,677.30		
\$3,500.00		
\$0.00		
	Bank Errors	
\$10,609,569.84	Total	
	True Balance	\$10,609,569.84

I, Adam M. Gissy, Sheriff of Lewis Co., West Virginia, do hereby certify that the foregoing is a true and correct statement of the finances of Lewis Co., 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. April 7, 2020

Difference