

**COUNTY COMMISSION
OF LEWIS COUNTY**

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COMMISSIONERS:
Rod Wyman, President
Agnes Queen, Commissioner
Bobby Stewart, Commissioner

**LEWIS COUNTY COMMISSION
110 CENTER AVENUE, 2ND FLOOR
WESTON, WV 26452
Agenda for Tuesday, October 12, 2021**

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, October 8, 2021.
(action required)

APPOINTMENTS

- 3. 10:10 AM Terri Flint, HOPE Inc.**
RE: Domestic Violence Awareness Month Proclamation
The Lewis County Commission will be asked to execute a proclamation declaring October as Domestic Violence Awareness Month in Lewis County.
(action required)
- 4. 10:15 AM Katrina Johnson, Louis Bennett Memorial Library**
RE: Update of Services and Activities at the Louis Bennett Memorial Library
The Louis Bennett Memorial Library will provide an update of services provided and activities at the Louis Bennett Memorial Library. *(action required)*

CORRESPONDENCE

- 5. Upshur County Commission Meeting Agendas:** The Upshur County Commission Meeting Agendas for Thursday, September 30, 2021 and Thursday, October 7, 2021 are presented for review.*(information only)*
- 6. West Virginia State Auditor Distribution of Public Utilities Taxes and IRP Truck Fees:** The West Virginia State Auditor's Office has remitted the August 11, 2021 to September 2, 2021 Public Utilities Tax and IRP Truck Fees to Lewis County in the amount of \$1,398,204.56. The general county portion is \$454,210.04. Last month the county received \$109,410.94. The general county portion was \$35,542.45. *(information only)*

7. **West Virginia Division of Corrections and Rehabilitation Month Regional Jail Invoice:** Lewis County has received the September 2021 West Virginia Division of Corrections and Rehabilitation Regional Jail Monthly Invoice in the amount of: 995 inmate days X \$48.25 per diem totaling \$48,008.75. Last month the invoice totaled \$52,447.75. *(information only)*
8. **Certificates of Approval for the West Fork Conservation District Flood Control Dams in Lewis County:** The West Virginia Department of Environment Protection has issued certificates of approval for the West Fork Conservation District Flood Control Dams in Lewis County until July 31, 2022. *(information only)*
9. **Sheriff's Monthly Vehicle Report:** Sheriff David Gosa presents the September 2021 monthly vehicle report indicating mileages for the fleet. *(information only)*
10. **Letter of Appreciation for Support of the Jamboree at the Mill:** The Lewis County Commission has received a letter of appreciation for their support of Jamboree at the Mill. *(information only)*
11. **Shenandoah Cable Television Cable Franchise Fee Remittance:** Shenandoah Cable Television, Inc. (Shentel) remits their Quarterly Franchise fee, as well as fees omitted for 2019-2020, in the amount of \$86,073.28. Last quarter the county received \$9,380.39
12. **Lewis Gilmer E911 Monthly Call Report:** The Lewis Gilmer E911 Center presents the September 2021 Monthly Call Report detailing number of call and dispositions by agencies. *(information only)*

BUSINESS

13. **Boards and Committee Report(s):** Reports by Commissioners of any board(s) or committee(s) attended including: COVID Conference Calls; Ireland Community Neighborhood Watch; Broadband Conference Call; Framers Cohort; Vaccine Clinics; National Association of Counties Conference Calls; West Virginia Association of Counties Board Meeting; Breast Cancer Awareness Luncheon; Lewis County Convention and Visitor's Bureau; Alum Bridge Neighborhood Watch. *(information only)*
14. **Request for Qualification-Professional Consulting Services for a Brownfields Assessment Project:** The Lewis County Commission advertised for professional consulting services to write, implement and manage a Brownfields Assessment Project. Submissions of Interest we due by Noon, October 8, 2021. The Lewis County Commission will open these submissions and set a date for interviews. *(action required)*
15. **Request for Bids for an Animal Control Vehicle:** The Lewis County Commission advertised for bids for an Animal Control Vehicle. There were no responses to the advertisement. The County Commission will be consider purchase options. *(action required)*
16. **Approval of 2020 Lewis County Tax Delinquent List:** The Lewis County Commission is asked to approved the 2020 Lewis County Delinquent Tax List. *(action required)*
17. **Timesheet and Leave Requests:**
 - a) Lucinda Whetsell September Monthly Time Sheet
 - b) Steve Money penny Annual Leave
 - c) Sherry Rogers Annual Leave/ Sick Leave
 - d) David Reed Annual Leave

ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:

- 18. 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, October 8, 2021. *(action required)*
- 19. 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, October 8, 2021. *(action required)*
- 20. Presentation by the County Clerk of the Orders of the 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, October 8, 2021. *(action required)*
- 21. Expenses for the Current Period Presented for Consideration of Payment:** Draft copies will be available for review upon request Friday, October 8, 2021. *(action required)*

ADJOURNMENT:

- 22.** 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 sS6-9A-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.
- At any time during the meeting the need for the County Commission to enter an executive session may be present.

Roberts Rules of Order is utilized as a guide only.