

**COUNTY COMMISSION
OF LEWIS COUNTY**

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

**LEWIS COUNTY COMMISSION
110 CENTER AVENUE, 2ND FLOOR
WESTON, WV 26452
AMENDED AGENDA
TUESDAY, FEBRUARY 8, 2022**

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, February 4, 2022.
(action required)

APPOINTMENTS **NONE**

CORRESPONDENCE

3. **Upshur County Commission Meeting Agenda:** The Upshur County Commission Meeting Agenda for Thursday, February 3, 2022 is presented for review. *(information only)*
4. **Suddenlink Cable Franchise Fee Remittance:** Suddenlink Cable has remitted \$1,383.03 in cable franchise fees for the months of October-December 2021. The last quarter the county received \$1,399.84. *(information only)*
5. **Lewis Gilmer E911 Monthly Call Report:** The Lewis Gilmer E911 presents the January 2022 monthly call report for review. This report provides number of calls and disposition by agency. *(information only)*
6. **Sheriff's Monthly Vehicle Report:** The Sheriff's Monthly Vehicle Report listing mileage for the fleet is presented for review. *(information only)*
7. **West Virginia Regional Jail and Correctional Facility Monthly Invoice:** Lewis County has received the January 2022 West Virginia Regional Jail and Correctional Facility Monthly Report in the amount of : 1,139 inmate days X 48.25 per diem= \$54,956.75. The December 2021 invoice was in the amount of \$53,026.75. *(information only)*

BUSINESS

8. **Boards and Committee Report(s):** Reports by Commissioners of any board(s) or committee(s) attended including: Lewis County Convention and Visitor's Bureau; YMCA Annual Campaign; CCAWV Legislative Conference Call; WVACO Legislative Conference Call; Lewis County Community Foundation; Board of Equalization and Review; West Virginia Association of Counties Legislative Conference; 26th Judicial Community Corrections. *(information only)*

- 9. Lewis County Clerk Request for Office Computers:** The Lewis County Clerk requests the commission consider updating aging computers in her office. This item was tabled at the February 1, 2022 meeting to allow the Clerk to obtain a quote. A quote is presented for review. *(action required)*
- 10. Approval of County Emergency Voting Policy:** The Lewis County Commission is asked to approve a policy outlining the emergency voting policy per WV Code §3-3-5C. *(action required)*
- 11. Purchase of American Disabilities Act Compliance Materials for Polling Places:** The Disability Rights of WV conducted a polling place site assessment in the fall of 2021. Deficiencies in Lewis County polling places were identified and required a response. It is estimated the county can provide these corrective measures for approximately \$2,000.00. The Lewis County Commission is asked to consider purchasing materials to assist in making polling places ADA acceptable. *(action required)*
- 12. Consideration of Cancellation of February 15 and/or 22 Meetings:** Due to out of town meetings/obligations, the Lewis County Commission will consider cancellation of their February 16 and/or 23 meetings. *(action required)*
- 13. Timesheet and Leave Requests:** The Lewis County Commission is asked to approve the following timesheets/leave requests:
- | | | | |
|----|-------------------|--------------|---------------------------|
| a) | Steve Money penny | Annual Leave | March 4, 28,29, 30 and 31 |
| | | | April 1, 27,28, 29 |
| | | | May 12, 13 |

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, February 4, 2022. *(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, February 4, 2022. *(action required)*
- 16. 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, February 4, 2022. *(action required)*
- 17. Expenses for the Current Period Presented for Consideration of Payment:** Draft copies will be available for review upon request Friday, February 4, 2022. *(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. e
- 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 s§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.
- At any time during the meeting the need for the County Commission to enter an executive session may be present.