

**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
Rod Wyman, Commissioner
Bobby Stewart, Commissioner

**LEWIS COUNTY COMMISSION
110 CENTER AVENUE, 2ND FLOOR
WESTON, WV 26452
AMENDED AGENDA
TUESDAY, MARCH 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, March 4, 2022.
(action required)

APPOINTMENTS

3. **10:10 AM** **Victoria Stansberry, Blueprint Coordinator**
RE: Monthly Blueprint Report and
Request for Proposal for an Engineering Services in Conjunction with the
Appalachian Regional Commission Grant
Victoria Stansberry, Blueprint Coordinator will present the February 2022 Monthly Report of Activities for the Lewis County Blueprint Committee. Additionally, Ms. Stansberry requests the County Commission consider approving a Request for Proposal for Engineering Services to do trail work that is funded by the Appalachian Regional Commission Grant. *(action required)*

CORRESPONDENCE

4. **Upshur County Commission Meeting Agenda:** The Upshur County Commission Meeting Agenda for Thursday, March 3, 2022 is presented for review. *(information only)*
5. **Jane Lew Public Service District Meeting Agenda:** The Jane Lew Public Service District March 10, 2022 meeting agenda is presented for review. *(information only)*
6. **Sheriff's Monthly Vehicle Report:** Sheriff Dave Gosa presents the February 2022 Monthly Vehicle Report detailing fleet mileage for review. *(information only)*
7. **Lewis Gilmer E911 Monthly Report:** The Lewis Gilmer E911 February 2022 Monthly Report detailing calls and disposition is presented for review. *(information only)*
8. **Jane Lew Volunteer Fire Department Annual Report of Reasonable Reimbursement Fees:**
The Jane Lew Volunteer Fire Department submits their annual record of Reasonable Reimbursement Fees enacted by Lewis County Ordinance. *(information only)*

9. **Lewis County Park Board Fiscal Year 2021 Audit:** The Lewis County Park Board presents the Fiscal Year 2021 Audit of review. The only finding was segregation of duties. *(information only)*

BUSINESS

10. **Boards and Committee Report(s):** Reports by Commissioners of any board(s) or committee(s) attended including: Lewis County Convention and Visitors Bureau; CCAWV Legislative Conference Call; WVACO Legislative Conference Call. *(information only)*
11. **Lewis Upshur Animal Control Facility Spay and Neuter Fund Request:** The Lewis Upshur Animal Control Facility is requesting \$5,000.00 from the Lewis County Spay and Neuter Fund to assist with having animals spayed or neutered before adoption. *(action required)*
12. **Consideration of Hiring a Lewis Gilmer E911 Telecommunicator:** The Lewis Gilmer E911 requests the County Commission consider hiring Amy Hedrick as a telecommunicator. This is to fill a vacant position. *(action required)*
13. **Lewis County Park Board Appointments:** The Lewis County Park Board requests the Lewis County Commission appoint Robert Taylor to fill the unexpired term of Shirley Taylor. If appointed, his term will expire December 31, 2023. The board requests Gene Edwards, Barbara Tucker, Heather Fluharty and Brian McClain be reappointed to the board. If reappointed, their new terms of office will expire March 2025. *(action required)*
14. **Consideration of Bidding Cleaning Service for the Lewis Gilmer E911 Center:** The Lewis County Commission will consider bidding for cleaning services at the Lewis Gilmer E911 Center. *(action required)*
15. **Consider of Radio System Upgrades for Volunteer Fire Departments:** The Lewis County Commission will consider upgrades to the Volunteer Fire Department Radio Systems. These upgrades will include in vehicle UHF repeaters, SVR mobile interface, antennae, installation and programing for 14 trucks. In addition, 100 portables will be programmed to be compatible. The total quote is \$29,522.00. *(action required)*
16. **Timesheet and Leave Requests:** The Lewis County Commission is asked to approve the following timesheets/leave requests: None

ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:

17. **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 4, 2022. *(action required)*
18. **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 4, 2022. *(action required)*
19. **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, March 4, 2022. *(action required)*
20. **Expenses for the Current Period Presented for Consideration of Payment:** Draft copies will be available for review upon request Friday, March 4, 2022. *(action required)*

ADJOURNMENT:

21. 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 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.