

**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, MARCH 15, 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 11, 2022.
(action required)

APPOINTMENTS

3. **Chris Richards, Executive Director**
Lewis County Convention and Visitors Bureau
RE: Ms. Richards will provide the quarterly report of activities by the Lewis County Convention and Visitors Bureau. *(information only)*

CORRESPONDENCE

4. **West Virginia Regional Jail and Correctional Facilities Monthly Invoice:** The February 2022 West Virginia Regional Jail and Correctional Facilities monthly invoice is presented for review. The total is 955 inmate days X \$48.25 per day = \$46,078.75. *(information only)*
5. **Friends of the Cheat Winter Newsletter:** The Friends of the Cheat winter newsletter is presented for review. *(information only)*
6. **Software Systems Notification of Rate Increases:** Effective July 1, 2022, Software Systems will be implementing the following rate increases: Hourly Rate will raise from \$122 per hour to \$145 per hour and software licensing will increase by 15%. *(information only)*
7. **Invitation to a Ribbon Cutting at the West Virginia Department of Veterans Assistance Center:** The Lewis County Commission is invited to attend a ribbon cutting at the West Virginia Department of Veterans Assistance Center in Clarksburg on March 24, 2022 at 11:00 AM. *(information only)*

BUSINESS

8. **Boards and Committee Report(s):** Reports by Commissioners of any board(s) or committee(s) attended including: Lewis County Fire Board; CCAWV Legislative Conference Call; WVACO Legislative Conference Calls; Phase I Water Meeting; Budget Hearings; Lewis County Chamber of Commerce Lunch and Learn; Blueprint Meeting; Region VI Workforce Investment Board; Lewis Gilmer E911; Lewis County EMS. *(information only)*
9. **Resignation of WVU Extension Service Administrative Assistant:** Annie Brown has tendered her resignation as the administrative assistant with WVU Extension Service in Lewis County effective March 25, 2022. The County Commission is asked to accept this resignation. *(action required)*
10. **Approval of Contract with Data Max to Collect Delinquent Personal Property Taxes:** The Lewis County Commission will consider entering into a contract with Data Max to collect delinquent personal property taxes. *(action required)*
11. **Approval of Poll workers for the May 2022 Primary Election:** Lewis County Clerk, Cynthia S. Rowan, requests the Lewis County Commission approve the list of poll workers for the May 2022 Primary Election. *(action required)*
12. **Consideration of Bidding Sidewalk Replacement at the Lewis County Courthouse:** The Lewis County Commission will consider requesting bids to replace the sidewalk along Center Avenue in front of the historic courthouse. *(action required)*
13. **Resolution Verifying Collective Responses in the Opioid Litigation:** The Lewis County Commission is asked to execute a resolution verifying that the collective responses submitted by the county's legal counsel in the opioid litigation are correct. *(action required)*
14. **Consideration of the Purchase of Vehicles for Law Enforcement:** The Lewis County Commission will consider purchasing up to 2 vehicles for Law Enforcement. *(action required)*
15. **Timesheet and Leave Requests:** The Lewis County Commission is asked to approve the following timesheets/leave requests: *(action required)*
 - a) Barbara Winans Annual Leave
 - b) Sherry Rogers Sick Leave

ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:

15. **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 11, 2022. *(action required)*
16. **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 11, 2022. *(action required)*
17. **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 11, 2022. *(action required)*
18. **Expenses for the Current Period Presented for Consideration of Payment:** Draft copies will be available for review upon request Friday, March 11, 2022. *(action required)*

ADJOURNMENT:

19. 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.