

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 MEETING AGENDA
TUESDAY, JULY 12, 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, July 8, 2022.
(*action required*)

APPOINTMENT NONE

CORRESPONDENCE

- 3. Upshur County Commission Meeting Agenda:** The Upshur County Commission Meeting Agenda for June 30, 2022 is presented for review. (*information only*)
- 4. Distribution of Fiscal Year 2022 Payment in Lieu of Taxes (PILT) Funds:** The United States Department of the Interior has issued Lewis County's Payment in Lieu of Taxes (PILT) funds for Fiscal Year 2022 totaling \$60,024.00 Last fiscal year the county received \$56,601.25. This payment is to compensate eligible local jurisdictions for federal lands administered by agencies within the Department of the Interior. Lewis County receives funding for Stonewall Jackson Lake/Dam. (*information only*)
- 5. West Virginia Division of Corrections and Rehabilitation Monthly Invoice:** The Lewis County June 2022 Division of Corrections and Rehabilitation Monthly Invoice totaling 1,082 inmate days X \$48.25 per diem equaling \$52,206.50 is presented for review. Last month the total was \$60,167.75. (*information only*)
- 6. Town of Jane Lew Annual Hotel Motel Tax Expenditure Report:** The Town of Jane Lew submits the Fiscal Year 2022 report of hotel motel tax expenditures for the Jane Lew Park. (*information only*)

BUSINESS

- 7. Board(s) and Committee Reports:** Commissioners will give report(s) on any board(s) or committee(s) meeting attended including: Ireland Community Neighborhood Watch; National Association of Counties Conference Call; WV Broadband Webinar; Lewis County Chamber of Commerce; Region VII Planning and Development Council; Lewis Gilmer E911 Advisory Board; Lewis County Ambulance Authority; Meeting with Representative from Senator Capito's office. (*information only*)

8. **Global Science and Technology Website Maintenance Contract:** The Lewis County Commission will be asked to consider renewing the Website Maintenance Contract with Global Science and Technology for the County Website. The Annual Fee is \$1,950.00. This is the same cost as last year. *(action required)*
9. **IRS Mileage Reimbursement Rate Increase:** The IRS has increased the mileage reimbursement rate to 62.5 cents per mile effective July 1, 2022. The Lewis County Commission will consider adjusting their mileage reimbursement rate. *(action required)*
10. **Resolution in Support of West Virginia Veterans and Veterans Services:** The Lewis County Commission will consider executing a resolution requesting all Veterans Medical Centers in the State of West Virginia remain open and operational. This is in response to the Federal Registry Document #2022-0526 that seeks to consolidate Veterans Services. *(action required)*
11. **Fiscal Year 2023 Coal Severance Budget Revision:** The Lewis County Commission will be asked to approve the Fiscal Year 2023 Coal Severance Budget Revision. *(action required)*
12. **Lewis County Deputy County Clerk Resignation:** Kim Curtis, Deputy Lewis County Clerk, has tendered her resignation effective August 1, 2023. The Lewis County Commission is asked to accept this resignation. *(action required)*
13. **Lewis County Clerk Request to Advertise for a Vacant Position:** Lewis County Clerk, Cynthia Rowan, requests permission to advertise for a vacancy in her office created by the resignation of Kim Curtis. *(action required)*
14. **Fiscal Year 2022 Records Management and Preservation Grant Reimbursement:** The Lewis County Commission will be asked to execute a Records Management and Preservation Grant reimbursement in the amount of \$8,231.65 for document scanning and a scanner in the Circuit Clerk's Office and roller shelving in the County Clerk's Office. *(action required)*
15. **Time Sheets and Leave Requests:** The Lewis County Commission will be asked to approve the following time sheets and leave requests: *(action required)*
 - a) Lucinda Whetsell Monthly Time Sheet for June 2022

ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:

16. **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, July 8, 2022. *(action required)*
17. **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, July 8, 2022. *(action required)*
18. **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, July 8, 2022. *(action required)*
19. **Expenses for the Current Period Presented for Consideration of Payment:** Draft copies will be available for review upon request Friday, July 8, 2022. *(action required)*

ADJOURNMENT:

20. **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 §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.