

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
MEETING AGENDA
TUESDAY, SEPTEMBER 20, 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, September 16, 2022.
(*action required*)

APPOINTMENTS

- 3. 10:10 AM** **Victoria Stansberry, Executive Director Lewis County Blueprint Community**
RE: Ms. Stansberry will give a report on activities by the Lewis County Blueprint Community

CORRESPONDENCE

- 4. Upshur County Commission Meeting Agenda:** The Upshur County Commission Meeting Agenda for September 15, 2022 is presented for review. (*information only*)
- 5. West Virginia State Auditor Distribution of Public Utilities and IRP Truck Ad Valorem Taxes:**
The West Virginia State Auditor has distributed \$33,870.30 to Lewis County for the 7/22/2022 to 8/4/2022 Public Utilities Tax and IRP Trucks Ad Valorem Taxes. The general county portion is \$14,780.52. Last month the general county portion was \$4,308.00. (*information only*)

BUSINESS

- 6. Board(s) and Committee Reports:** Commissioners will give report(s) on any board(s) or committee(s) meeting attended including: Region VII Planning and Development Council By-Laws Committee meeting; Lewis County Fire Board meeting; National Association of Counties Conference Calls; West Virginia Association of Counties Executive Operations Committee; Brownfields Conference. (*information only*)
- 7. Proclamation for Adult Education and Family Literacy Week:** The Lewis County Commission is asked to issue a proclamation declaring September 19-23, 2022 as Adult Education and Family Literacy Week. (*action required*)

8. Time Sheets and Leave Requests: The Lewis County Commission will be asked to approve the following time sheets and leave requests: NONE *(action required)*

ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:

- 9. 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, September 16, 2022. *(action required)*
- 10. 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, September 16, 2022. *(action required)*
- 11. 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, September 16, 2022. *(action required)*
- 12. Expenses for the Current Period Presented for Consideration of Payment:** Draft copies will be available for review upon request Friday, September 16, 2022. *(action required)*

ADJOURNMENT:

- 13. 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.

Upshur County Commission Meeting Agenda

Agenda packets are available electronically at http://www.upshurcounty.org/agenda_and_minutes/index.php or by request to the Upshur County Commission Office at 304-472-0535.

- Location: Upshur County Courthouse Annex
If you prefer to participate by telephone, please dial 1-408-650-3123 Access Code: 272 564 045 to enter the conference call
- Date of Meeting: September 15, 2022
- 9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• September 8, 2022
- 9:15 a.m. Consider retiring K9 Unit AJ, effective September 18, 2022 and transferring the ownership to Lt. Marshall Powers. *
- 9:30 a.m. Review the Upshur County Safe Structures and Sites Enforcement Board Petition for Order filed on August 15, 2022 – Case Number 041422-01 (Meade Tax District – Tax Map 1 – Parcel Number 130) owned by Valusia Ventures, LLC and consider Order Adopting Enforcement Agency Findings. This property is located at 289 Millertown Road. *
- 9:45 a.m. Discussion regarding appointment of a successor to Terry B. Cutright, County Commissioner. Discussion may lead to an appointment*
Item may lead to Executive Session per WV Code §6-9A-4

Items for Discussion / Action / Approval:

1. Reading and approval of a Proclamation declaring September, 2022 as National Preparedness Month in Upshur County. *
2. Approval of Financial Statement – Fiscal year ended June 30, 2022. * [Under separate cover](#)
3. Approve Election Officials, Alternates, and Emergency Ballot Commissioners for the November 8, 2022 General Election. * [Under separate cover](#)
4. Review and signature of Renewal Agreement between the Upshur County Commission and Quality Home & Office Cleaning for janitorial services effective November 1, 2022 and continuing through October 31, 2023. Per the renewal clause, Owner and Contractor agree **all terms** set forth in the Agreement dated October 14, 2021 are in full force and effect. Owner shall pay the Contractor upon completion of all work no more than the sum of forty thousand six hundred sixty-four dollars and forty cents (\$40,664.40). *
5. Approval of advertisement for a temporary part-time position at the Lewis-Upshur Animal Control Facility. Applications must be received by 4:00 p.m. on Friday September 30, 2022. *
6. Approve Invoices for Payment, Purchase Card Invoices for Payment, Budget Revisions / Financial Reports or Information, Correction of Erroneous Assessments, Exonerations/Refunds, Grant Updates / Requests

for Reimbursements, Final Settlements, Vacation Orders, Consolidation of Land Tracts, Facility Maintenance Concerns or Updates, Road Name Requests, Project Reports / Updates, Request to Attend Meetings, Request for Day(s) Off.

For Your Information:

(Certain Items May Require Discussion, Action and/or Approval by the Commission)

1. No Appointments Needed or Upcoming.

****If you are interested in serving on an Upshur County board, please submit your letter of interest to the Commission Office at 91 W. Main St., Suite 101, Buckhannon, WV 26201 or trperry@upshurcounty.org. Upcoming term expirations are listed in this section of the agenda; however, letters of interest can be submitted at any time. Letters of interest for boards that do not currently have a vacancy will be held until a vacancy occurs. Please note that submitting a letter of interest does not guarantee appointment. ****

Newsletters and/or Event Notifications, Agendas and/or Notices of Meetings, Meeting Minutes and Scheduled Meetings can all be found by visiting: http://www.upshurcounty.org/agenda_and_minutes/index.php

Tabled Items

(Certain Items May Require Discussion, Action and/or Approval by the Commission)

Next Regular Meeting of the Upshur County Commission
September 22, 2022 --- 9:00 a.m.
Upshur County Courthouse Annex



State of West Virginia

Office of the State Auditor
County Collections Division
State Capitol, Building 1, Suite W-118
1900 Kanawha Boulevard, East
Charleston, West Virginia 25303

John B. McCuskey
State Auditor and
Commissioner of Delinquent
and Nonentered Lands

Toll Free: (888) 509-6568
Telephone: (304) 558-2262
Fax: (304) 558-4156
www.wvsao.gov

August 19, 2022

Honorable David B. Gosa
Sheriff & Treasurer
Lewis County
110 Center Ave
Weston, WV 26452

Dear Sheriff & Treasurer:

You will be receiving a check in the amount of \$33,870.30 in the next few days from the State Auditor's Office representing the Public Utilities Tax and IRP Trucks Ad Valorem Fees collected by this office for the period of 07/22/2022 to 08/04/2022.

Please keep the following breakdown for your records:

	Public Utilities Tax	IRP Trucks Fee	Total
2015 County Current Expense	354.40	0.00	354.40
2015 County Excess Levy	40.89	0.00	40.89
2015 School Current	480.80	0.00	480.80
2015 School Excess Levy	255.76	0.00	255.76
2022 County Current Expense	3,792.41	6,842.75	10,635.16
2022 School Current	5,144.95	9,283.17	14,428.12
2022 School Excess Levy	2,736.91	4,938.26	7,675.17
Totals	\$12,806.12	21,064.18	\$33,870.30

Any bond money collected is being forwarded to the Municipal Bond Commission for credit.

If this office can be of future assistance, please contact Russell Rollyson at (304) 558-2251, Extension 2183.

Sincerely,

John B. McCuskey
State Auditor

JBM/pu

SEP 19 2022

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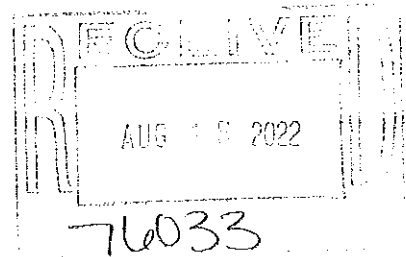
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Office of the State Auditor
 County Collections Division
 State Capitol, Building 1, Suite W-118
 1900 Kanawha Boulevard, East
 Charleston, West Virginia 25305

Honorable David B. Gosa
 Sheriff & Treasurer
 Lewis County
 110 Center Ave
 Weston, WV 26452



Dear Sheriff & Treasurer:

You will be receiving a check in the amount of \$50,096.57 in the next few days from the State Auditor's Office representing the Public Utilities Tax and IRP Trucks Ad Valorem Fees collected by this office for the period of 06/14/2022 to 07/06/2022.

Please keep the following breakdown for your records:

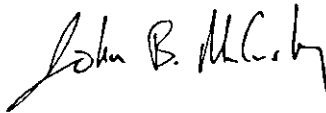
	Public Utilities Tax	IRP Trucks Fee	Total
2005 County Current Expense	6.38	0.00	6.38
2005 School Current	9.14	0.00	9.14
2005 School Excess Levy	5.62	0.00	5.62
2013 County Current Expense	4.61	0.00	4.61
2013 County Excess Levy	0.53	0.00	0.53
2013 School Current	6.26	0.00	6.26
2013 School Excess Levy	3.33	0.00	3.33
2015 County Current Expense	7.00	0.00	7.00
2015 County Excess Levy	0.81	0.00	0.81
2015 School Current	9.49	0.00	9.49
2015 School Excess Levy	5.05	0.00	5.05
2016 County Current Expense	7.97	0.00	7.97
2016 County Excess Levy	0.92	0.00	0.92
2016 School Current	10.81	0.00	10.81
2016 School Excess Levy	5.75	0.00	5.75
2021 County Current Expense	2,692.60	0.00	2,692.60
2021 School Current	3,652.91	0.00	3,652.91
2021 School Excess Levy	1,943.20	0.00	1,943.20
2022 County Current Expense	0.00	13,554.20	13,554.20
2022 School Current	0.00	18,388.22	18,388.22

2022 School Excess Levy	0.00	9,781.77	9,781.77
Totals	\$8,372.38	41,724.19	\$50,096.57

Any bond money collected is being forwarded to the Municipal Bond Commission for credit.

If this office can be of future assistance, please contact Russell Rollyson at (304) 558-2251, Extension 2183.

Sincerely,



John B. McCuskey
State Auditor

JBM/pu

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COMMISSIONERS:
AGNES G. QUEEN
President
ROD WYMAN
Commissioner
BOBBY STEWART
Commissioner

ADULT EDUCATION AND FAMILY LITERACY WEEK 2022 PROCLAMATION

WHEREAS, the need for highly literate citizenry increases as Lewis County, West Virginia moves toward an increasingly technological future; and

WHEREAS, West Virginia ranks in the bottom 25% for literacy and numeracy combined, nationwide; and

WHEREAS, 20% of Lewis County adults experience literacy issues and 34% experience numeracy issues that impact severely on their lives and families, their ability to work productively, and their full participation as citizens and residents of our community; and

WHEREAS, 12% of Lewis County residents have less than a High School level education and 24% lack fluency in English; and

WHEREAS, workers who have less than a high school diploma have median earnings that are three times lower than employees with the highest level of education; and

WHEREAS, bringing all adults to a 6th-grade reading level would generate an estimated \$2.2 million in additional revenue nationally; and

WHEREAS, more than 10,000 adult students were served by West Virginia Adult Education classes in the Fiscal Year 2022; and

WHEREAS, the IMPACT, a West Virginia Adult Education program and proud partner of the American Job Center Network, joins with ProLiteracy and others in inviting the community to join in highlighting the economic and societal importance of literacy;

NOW, THEREFORE, we, the Lewis County Commission, do hereby proclaim September 19 – 23, 2022, as Adult Education and Family Literacy Week in Lewis County West Virginia, and urge our fellow citizens to learn more about the importance of literacy and to become involved with literacy in their communities. Given under my hand this 20th day of September, 2022.

Agnes Queen, President

Rod Wyman, Commissioner

Bobby Stewart, Commissioner

ATTEST: _____
Cynthia S. Rowan, County Clerk