

# 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 MEETING AGENDA  
TUESDAY, SEPTEMBER 27, 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 23, 2022.  
*(action required)*

## **APPOINTMENTS**

- 3. 10:10 AM**                    **Proclamation for Breast Cancer Awareness Day and Month**  
**RE: The Lewis County Commission will be asked to execute a Proclamation**  
declaring October 11, 2022 as Breast Cancer Awareness Day  
and October as Breast Cancer Awareness Month in Lewis County.  
*(action required)*
- 4. 10:15 AM**                    **Proclamation for 4-H Day and Month**  
**RE: The Lewis County Commission will be asked to execute a Proclamation**  
declaring October 5, 2022 as 4-H Day and October 2022 as 4-H Month in Lewis  
County. *(action required)*

## **CORRESPONDENCE**

- 5. Upshur County Commission Meeting Agenda:** The Upshur County Commission Meeting Agenda for September 22, 2022 is presented for review. *(information only)*
- 6. Lewis County Fire Service Board Audit Report:** The Lewis County Fire Board Fiscal Year 2022 Audit is presented for review. There are no audit findings. *(information only)*

## BUSINESS

7. **Board(s) and Committee Reports:** Commissioners will give report(s) on any board(s) or committee(s) meeting attended including: Lewis County Chamber of Commerce; Lewis Upshur Counties Appalachian Gateway Team; Blueprint Trail Public Meeting; National Association of Counties Conference Call; County Commissioner's Association of West Virginia Executive Board Meeting; Lewis County Park Board Meeting (*information only*)
8. **2021 Delinquent Tax List for Approval:** The 2021 Delinquent Tax list is presented for approval by the Lewis County Commission. If approved, it will be published in the *Weston Democrat*. (*action required*)
9. **Cancellation of October 4, 2022 Lewis County Commission Meeting:** The Lewis County Commission will consider cancelling the October 4, 2022 meeting due to training. (*action required*)
10. **Consideration of a Help America Vote Act Grant Submission:** The Lewis County Clerk has requested the County Commission consider executing a Help America Vote Act Grant in the amount of \$87,420.00 to be used to purchase a new tabulating machine for elections, as well as, 3 polling place scanners and tabulators. This grant is a 50% grant and if approved the county will be responsible for \$43,710.00 of the cost. (*action required*)
11. **Time Sheets and Leave Requests:** The Lewis County Commission will be asked to approve the following time sheets and leave requests: (*action required*)
  - a) Sherry Rogers Sick Leave

## ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:

12. **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 23, 2022. (*action required*)
13. **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 23, 2022. (*action required*)
14. **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 23, 2022. (*action required*)
15. **Expenses for the Current Period Presented for Consideration of Payment:** Draft copies will be available for review upon request Friday, September 23, 2022. (*action required*)

## ADJOURNMENT:

16. **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.

**SPECIAL NOTICE:**  
**THE WV CENTER ON BUDGET AND POLICY**  
**WILL BE HOLDING**  
**A PUBLIC MEETING**  
**ON OCTOBER 4, 2022 AT 5:30 PM**  
**AT THE LEWIS COUNTY JUDICIAL ANNEX**  
**TO PROVIDE INFORMATION TO THE PUBLIC**  
**REGARDING AMENDMENT 2**  
**THAT IS ON THE BALLOT IN NOVEMBER ELECTION.**

**EVERYONE IS ENCOURAGED TO ATTEND.**