

**ORDERS - - - BOARD OF COMMISSIONERS, LEWIS COUNTY  
RECESS  
SESSION:**

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State of West Virginia;  
County of Lewis, To-Wit;

In the office of the Clerk of the County Commission of the said County of Lewis, in the recess of said Commission on Friday, October 9, 2015.

Justin David Greathouse filed an affidavit signed by Benjamin Crim, son of Debra Lynne Davis, deceased, requesting that he be appointed as such Administrator of the personal estate of his said decedent. Upon, consideration of which, the Clerk is of the opinion to and doth hereby appoint the said Justin David Greathouse as such Administrator.

THEREFORE, Justin David Greathouse as principal together with Willa Davis as his surety, entered into and acknowledged a bond in the penalty of Thirteen Thousand (\$13,000.00) Dollars, payable to the State of West Virginia, conditioned according to law, which bond is hereby approved and deemed sufficient. And, thereupon, the said Justin David Greathouse qualified as Administrator of the personal estate of Debra Lynne Davis, deceased, by taking the oath prescribed by law.

It is stated by said Administrator that Debra Lynne Davis departed this life on the 10th day of June, 2015, aged fifty-three years.

Attest:

Cynthia S. Rowan Clerk

**ORDERS - - - BOARD OF COMMISSIONERS, LEWIS COUNTY  
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State of West Virginia;  
County of Lewis, To-Wit;

In the office of the Clerk of the County Commission of the said County of Lewis, in the recess of said Commission on Friday, October 9th, 2015.

This day came Eddie D. Shaver, husband of Jolene S. Shaver, deceased, and presented and offered for probate a paper writing bearing date the 6th day of January, 1993, purporting to be the Last Will and Testament of his said decedent.

And, it appearing to the Clerk that the said decedent, at the time of her death, had a known place of residence in the County of Lewis, State of West Virginia, and it further appearing that the said paper writing had attached thereto, an affidavit signed by Kimberly S. Burgess and Patricia A. Long. The said affidavit set forth the fact that the said Jolene S. Shaver, the Testatrix, signed and declared the said paper writing as and for her Last Will and Testament in their presence and at the time thereof, the said Testatrix was of sound mind and disposing memory and over the age of eighteen. And, at the request of the said Testatrix, they, the said Kimberly S. Burgess and Patricia A. Long signed their names to said paper writing in the presence of the said Testatrix and in the presence of each other as the attesting witnesses thereto.

The said Will being thus proved, is admitted to probate and ordered to be filed and recorded as directed by law.

Attest:

Cynthia S. Rowan Clerk

State of West Virginia;  
County of Lewis, To-Wit;

In the office of the Clerk of the County Commission of the said County of Lewis, in the recess of said Commission on Friday, October 9th, 2015.

WHEREAS, Jolene S. Shaver, whose Last Will and Testament was this day fully proved, probated and admitted to record, therein named Eddie D. Shaver as Executor thereof and requested that no bond be required of him as such Executor. THEREUPON, personally appeared the said Eddie D. Shaver and qualified as Executor of the Will of Jolene S. Shaver, deceased, by taking the oath prescribed by law.

It is stated by said Executor that Jolene S. Shaver departed this life on the 1st day of September, 2015, aged seventy-six years.

Attest:

Cynthia S. Rowan Clerk

**ORDERS - - - BOARD OF COMMISSIONERS, LEWIS COUNTY  
RECESS  
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State of West Virginia;

County of Lewis, To-Wit;

In the office of the Clerk of the County Commission of the said County of Lewis, in the recess of the said Commission on Friday, October 9, 2015.

WHEREAS, on the 2nd October, 2015, Audie Raymond Mick, son of Leonard Tony Mick, deceased, personally appeared and presented a paper writing bearing date the 13<sup>th</sup> day of November, 1985, purporting to be the Last Will and Testament of his said decedent; and

WHEREAS, on the 9th October, 2015, Roger Mick, son of Leonard Tony Mick, deceased, and presented a paper writing bearing date the 24<sup>th</sup> day of January, 1987, purporting to be the Last Will and Testament of his said decedent; and

WHEREAS, as per West Virginia State Code §41-5-2 both of the said Last Will and Testaments of Leonard Tony Mick, deceased shall be lodged in the Office of the Clerk of the Lewis County Commission until further proceedings take place.

NOW, THEREFORE as per the above WV State Code §41-5-2 notification has been mailed to the known heirs of Leonard Tony Mick, deceased, by the Clerk of the Lewis County Commission, of the lodging of such wills.

Attest:

Cynthia S. Rowan Clerk

**ORDERS - - - BOARD OF COMMISSIONERS, LEWIS COUNTY****REGULAR****SESSION: MONDAY, OCTOBER 13, 2015, 10:00 AM, LEWIS COUNTY COURTHOUSE**

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Commission sat pursuant to adjournment of Monday, October 5, 2015.

PRESENT: Honorable Agnes G. Queen, President, Patrick D. Boyle, Commissioner and Thomas V. Fealy, Commissioner.

The foregoing proceedings of this Commission were approved and signed by the President.

**IN RE: MINUTES, INVITATIONS, NOTIFICATIONS, CORRESPONDENCE**

1. **Upshur County Commission Meeting Agendas** – A copy of the Upshur County Commission Agendas for October 1, 2015 and October 8, 2015 was received.
2. **Report of Expenditures by the Lewis County Food Pantry from their Mountain Lakes Convention and Visitors Bureau Award** – The Lewis County Food Pantry was awarded \$1,000.00 from the Mountain Lake Convention & Visitor's Bureau. A statement of expenditures was received.
3. **Jane Lew Public Service District Meeting Agenda** – A copy of the Jane Lew Public Service District October 8, 2015 meeting agenda was received. Commission was notified that the Jane Lew Public Service District is in their new office in the Jane Lew Industrial Park.
4. **Sheriff's Monthly Settlement** – The Sheriff's monthly settlement (reconciliation) of Lewis County financial accounts for September, 2015 was received.
5. **Sheriff's Monthly Vehicle Report** – The Sheriff's Monthly Vehicle report for September, 2015 including mileage and maintenance for the fleet was received.
6. **West Virginia Regional Jail Authority Lewis County Invoice for September 2015** – The invoice for Lewis County inmates housed by the Regional Jail Authority during September 2015: 1,320 inmate days X \$48.25 per diem = \$63,690.00. Commission noted this is down \$8,000.00 from last year.

**IN RE: BOARD AND COMMITTEE REPORTS**

Commissioner Thomas V. Fealy attended the Ambulance Authority meeting. A quorum was not present, meeting was rescheduled.

Commissioner Thomas V. Fealy reported a new director for the Community Correction was hired. Since July 50 people have been referred to Community Corrections.

President Agnes G. Queen attended the Murphy Creek Water Project meeting. Numerous water user agreements were turned in.

President Agnes G. Queen attended a Region VII meeting with the Economic Development Authority Director on the water projects.

## ORDERS - - - BOARD OF COMMISSIONERS, LEWIS COUNTY

REGULAR

SESSION: MONDAY, OCTOBER 13, 2015, 10:00 AM, LEWIS COUNTY COURTHOUSE

**IN RE: GRANT PAYMENT REQUEST RECORDS MANAGEMENT AND PRESERVATION  
GRANT LEWIS COUNTY CIRCUIT CLERK**

The following reimbursement was approved for signature on the County Records Management and Preservation Grant for the Lewis County Circuit Clerk in the amount of \$2,827.27 scanning of documents upon motion of Patrick D. Boyle, second by Thomas V. Fealy, vote unanimous:

**INVOICE**

**County Records Management and Preservation Grant Program**

To: Division of Culture and History  
Archives and History  
1900 Kanawha Blvd. East, Bldg 9  
Charleston, WV 25305-0300

Invoice No: RMPB1614

Grant No.: Lewis County 2015-16

Amount Requested: \$2,827.27

Purpose: Records Management and Preservation Board **FY 16** Grants

Make check payable to:

County Commission: Lewis County Commission

Mailing Address: 110 Center Avenue, Weston, WV 26452

F.E.I.N.: 556000338

***I certify the attached invoice for which reimbursable payment has been requested has been audited against and conforms to the terms and conditions of the referenced grant Agreement.***

Signature: *Agnes A. Iuen*

(Blue Ink)

Title: President

Date: October 13, 2015

\_\_\_\_\_  
Director, Archives and History

\_\_\_\_\_  
Date

ORDERS - - - BOARD OF COMMISSIONERS, LEWIS COUNTY  
REGULAR  
SESSION: MONDAY, OCTOBER 13, 2015, 10:00 AM, LEWIS COUNTY COURTHOUSE

County Records Management Grant Program

**Project Status Report**

Period Covered

From: July 1, 2015 To: September 30, 2015  
Lewis County

1. Describe progress made toward each project objective - work attempted, work completed, purchases, activities, etc. *This quarter 21,847 pages of criminal case files were scanned. This was done in 305.5 hours of work by a temporary employee hired solely for this project.*  
*Attanasio Hr. Rate \$10.18 Worked 305.5 Hrs X \$10.18=\$3,109.99*  
*\$3,109.99 / 1.1= \$2,827.27 Reimbursable Amount*  
*Hourly Rate includes benefits: FICA/MED 7.65%, Unemp/WC 3.4%*
  
2. Identify/Explain:
  - A. Any problems encountered in administering the grant - employing personnel, locating quality service contractor, locating/purchasing equipment or service, implementing work plan and time table, etc.  
*This project is running smoothly. The employee hired temporarily to do the scanning worked on a prior grant of the same scope.*
  
  - B. Steps taken to alleviate problems or challenges cited above; potential impact of these on overall success of the project.  
*N/A*
  
3. List and describe the major cumulative accomplishments and benefits of the project to this date.  
*During this quarter 21,847 pages of criminal case files housed in the Lewis County Circuit Clerk's Office were scanned in a total of 305.5 man hours.*

*Secunda A. Whetsell*  
 Name  
Administrator  
 Title  
October 13, 2015  
 Date

\_\_\_\_\_  
 Received by  
 \_\_\_\_\_  
 Title  
 \_\_\_\_\_  
 Date

**ORDERS - - - BOARD OF COMMISSIONERS, LEWIS COUNTY  
REGULAR  
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**IN RE: GRANT PAYMENT REQUEST COURTHOUSE FACILITIES IMPROVEMENT  
GRANT FOR LIGHTING AND WIRING**

The following reimbursement was approved for signature on the Courthouse Facilities Improvement Grant in the amount of \$80,000.00 for lighting of the Lewis County Courthouse and wiring and fire system in the future assessor's office upon motion of Thomas V. Fealy, second by Patrick D. Boyle, vote unanimous:

<b>WEST VIRGINIA Courthouse Facilities Improvement Authority</b>	<b>Request for Reimbursement</b>
RECEIVED	<b>Funds Recipient: LEWIS COUNTY COMMISSION</b>
	<b>Address: 110 CENTER AVENUE WESTON, WV 26452</b>
	<b>Application #: 12 CYCLEWIS21</b>
	<b>Grant ID #: CFIA.ELEC 2015</b>
	<b>FEIN #: 556000338</b>
	<b>Funds are hereby requested to cover expenditures FROM: 12/2014 TO: 10/2015</b>

**VENDOR INFORMATION** - Please list below all invoices associated with this request for reimbursement. List the vendor name, the date received, the invoice number and the check number in this column. Attach a copy herein of the corresponding vendor invoice(s) marked "paid" and proof of payment for services (copy of check w/signatures).

SEE SPREADSHEET ATTACHED FOR  
INDIVIDUAL INVOICE AND VENDORS

Total Dollar  
Amount of  
Each Invoice

\$128,227.32

<b>FUNDS RECIPIENT REIMBURSEMENT REQUEST:</b>	
This request is in the amount of \$ <u>\$80,000.00</u>	<u>AGQ</u> <u>10/13/15</u> Initials                      Date
Pursuant to the authority vested in me, I certify that this request is correct and proper for reimbursement.	
Date: October 13, 2015	Authorized Official <u>Agnes S. Jucan</u>

**CFIA USE ONLY CERTIFICATION:**

I certify that this report presents expenditures of funds for the period covered and for the total project budget to date, made in accordance with the approved application for this funding program.

BY: Melissa K. Smith, Executive Director  
TYPED NAME & TITLE                      SIGNATURE                      DATE  
(Authorized Official or Financial Officer Only.)

**ORDERS - - - BOARD OF COMMISSIONERS, LEWIS COUNTY  
REGULAR**

**SESSION: MONDAY, OCTOBER 13, 2015, 10:00 AM, LEWIS COUNTY COURTHOUSE**

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**IN RE: SHERRY MARPLE REQUEST FOR LEASH LAW FOR LEWIS COUNTY**

Sherry Marple appeared before the Commission requesting consideration for the adoption of a leash law for Lewis County. Commission explained it was excessively expensive to adopt a county wide leash law. The Animal Control Officer will follow up with the Prosecuting Attorney to see if there are any other avenues that could assist with this issue.

**IN RE: ECONOMIC DEVELOPMENT AUTHORITY UPDATE**

Michael Herron, Economic Development Authority Director gave an update on the water projects. The Roanoke School Water Project will have a bid opening on October 22, 2015.

**IN RE: TIMESHEETS AND LEAVE REQUESTS**

The following leave request was approved upon motion of Patrick D. Boyle, second by Thomas V. Fealy, vote unanimous:

BARBARA WINANS	16 Hours Annual – October 8 & 9, 2015
THOMAS ALKIRE	16 Hours Annual – October 9 & 13, 2015

**IN RE: APPROVAL OF 911 FOR CAD TRAINING**

Cindy Whetsell, County Administrator presented a request for approval of three 911 dispatchers to attend CAD training in Ohio. Cost of the training is \$2,000.00. This is a private class and cost is the same for one person or four. It is a two day, eight hours per day, class and two days of travel at four hours each day. On motion of Thomas V. Fealy, second by Patrick D. Boyle, vote unanimous to approve the request.

**ORDERS - - - BOARD OF COMMISSIONERS, LEWIS COUNTY  
REGULAR  
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**IN RE: RECESS ORDERS**

On motion of Patrick D. Boyle, second Thomas V. Fealy, vote unanimous to approve the following actions taken by the Lewis County Clerk, Cynthia S. Rowan, in recess of the County Commission from October 1, 2015 to October 8, 2015:

Wills Lodged:

Leonard T. Mick, deceased, presented by Audie Raymond Mick

Wills Proved and Probated:

Gisbert H. Flanz, deceased, (authenticated copy)  
James Blaine Summers, Jr., deceased

Qualifications Orders:

Joseph W. Wagoner qualified with bond as Ancillary Administrator, estate of Beth W. Flanz, deceased  
Joseph W. Wagoner qualified with bond as Ancillary Administrator CTA, estate of Gisbert H. Flanz, deceased  
James Robert Fraley, Jr. qualified as Executor, estate of James Blaine Summers, Jr., deceased

Estate Referrals:

Estate of Richard Lee McClain, deceased, to Joseph W. Wagoner, Fiduciary Commissioner, for determination of claim

Oath of Office Given:

None

**IN RE: AFFIDAVIT OF UNADMINISTERED ESTATES**

Pursuant to Chapter 44, Article 2, Section 1 (b) of the West Virginia Code as amended, the following doth hereby declare that they are the sole beneficiary of said estate; that the time for filing of CLAIMS has expired; that no known or unpaid CLAIMS exist and there having been no objections thereto, the same is hereby confirmed;

John Breen, Administrator, Affidavit and Waiver of Final Settlement of the Unadministered Estate of Vicki Darlene Joyce, deceased.

Mary E. Herndon, Executrix, Affidavit and Waiver of Final Settlement of the Unadministered Estate of Russell J. Herndon, deceased

**IN RE: APPROVAL OF ORDERS (MINUTES) FOR OCTOBER 5, 2015 MEETING**

On motion of Thomas V. Fealy, second by Agnes G. Queen, vote unanimous, to approve the orders (minutes) as presented.

**IN RE: APPROVAL OF EXPENSES FOR CURRENT PERIOD**

On motion of Thomas V. Fealy, second by Agnes G. Queen, vote unanimous, to approve the following expenses (claims):

**ORDERS - - - BOARD OF COMMISSIONERS, LEWIS COUNTY****REGULAR****SESSION: MONDAY, OCTOBER 13, 2015, 10:00 AM, LEWIS COUNTY COURTHOUSE**DOG AND KENNEL CLAIMS

ORDERED, that drafts be issued payable out of the 2016, Levy, DOG AND KENNEL FUND for the following amounts and to the parties hereinafter named, account of CLAIMS filed for payment as following:

2678	Guttman Oil Company	10/13/2015		59.36
2679	United Bankcard Center	10/13/2015		546.46
	AT&T Mobility		76.87	
	Upshur Veterinary Hospita		159.68	
	West Virginia Paging		120.00	
	WV Division of Highways		189.91	
				59.36
	DOG AND KENNEL	TOTAL		

ASSESSOR VALUATION CLAIMS

ORDERED, that drafts be issued payable out of the 2016, Levy, ASSESSOR VALUATION FUND for the following amounts and to the parties hereinafter named, account of CLAIMS filed for payment as following:

3025	Guttman Oil Company	10/13/2015		26.62
3026	United Bankcard Center	10/13/2015		760.28
	AT&T Mobility		364.78	
	Global Science & Technolo		165.29	
	H & M Motor Company, Inc.		111.90	
	MCM Business Systems		78.71	
	Postmaster		20.10	
	Walmart Community BRC		19.50	
	ASSESSOR	TOTAL		26.62

HOME CONFINEMENT CLAIMS

ORDERED, that drafts be issued payable out of the 2016, Levy, HOME CONFINEMENT FUND for the following amounts and to the parties hereinafter named, account of CLAIMS filed for payment as following:

2454	Intrinsic Intervention	10/13/2015		946.75
2455	Track Group	10/13/2015		10,418.50
	HOME CONFINEMENT	TOTAL		11,365.25

**ORDERS - - - BOARD OF COMMISSIONERS, LEWIS COUNTY  
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E-911 EMERGENCY COMMUNICATION CLAIMS

ORDERED, that drafts be issued payable out of the 2016, Levy, E-911 EMERGENCY COMMUNICATION FUND for the following amounts and to the parties hereinafter named, account of CLAIMS filed for payment as following:

8011	Dominion Hope	10/13/2015	18.92
8012	Frontier	10/13/2015	1,596.25
8013	Mon Power	10/13/2015	1,148.48
8014	Kathryn Ann Ruppert	10/13/2015	450.00
8015	WV American Water Company	10/13/2015	47.90
8016	United Bankcard Center	10/13/2015	7,067.98
	Action Tropies & Awards		180.76
	Arby's		8.44
	APCO International, Inc.		716.00
	Country Inn & Suites,		1,245.00
	CustomInk		915.00
	Frontier		115.69
	Heaster - Hart, LLC		960.26
	Holiday Inn Express		250.00
	Imprint		321.23
	J.T. Martin Fire & Safety		101.00
	La Roca		13.00
	Mountain State Waste		27.16
	Pickens Automotive Servic		371.25
	R. D. Wilson Sons & Co.		416.57
	TGI Fridays		33.00
	Valley Security Systems		1,369.00
	Walmart Community BRC		17.00
	Wendy's		7.62
	E-911	TOTAL	3,261.55

MISCELLANEOUS CLAIMS

ORDERED, that drafts be issued payable out of the 2016, Levy, GENERAL COUNTY FUND for the following amounts and to the parties hereinafter named, account of CLAIMS filed for payment as following:

71931	Charleston Steel	10/13/2015	1,998.00
71932	Cynthia S. Rowan, Clerk	10/13/2015	77.00
71933	Companion Life	10/13/2015	152.90
71934	Comfort Supply Inc	10/13/2015	261.00
71935	CSSI, Inc.	10/13/2015	38.00
71936	Dominion Hope	10/13/2015	538.21
71937	Guardian	10/13/2015	3,378.00
71938	Guttman Oil Company	10/13/2015	599.51
71939	Lewis County Park	10/13/2015	54,000.00
71940	Lewis County Park	10/13/2015	18,141.92
71941	LC Conven. & Visitors Bur	10/13/2015	34,888.32
71942	Lombardi Development Co	10/13/2015	72,092.04

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71943	Louis Bennett Pub.Library	10/13/2015	6,977.66
71944	WV Reg.Jail &Corr.FacAuth	10/13/2015	61,711.75
71945	Town of Jane Lew	10/13/2015	9,768.73
71946	WV American Water Company	10/13/2015	78.82
71947	WV JAZZ SOCIETY, INC.	10/13/2015	500.00
71951	United Bankcard Center	10/13/2015	41,329.89
	Amazon.com		85.27
	Aqua Filter Fresh, Inc.		87.20
	Arby's		17.64
	AT&T Mobility		346.71
	Best Western Inn		231.59
	Buffalo Wild Wings		31.86
	Capital Doors, Inc		1,734.00
	Delta Medical Supply		94.40
	Embassy Suites		556.00
	Exxon Express		101.80
	Frontier		3,252.02
	Fuddruckers		21.56
	Gall's, Inc.		1,023.63
	Glade Springs Resort		77.50
	Global Science & Technolo		3,233.74
	Hitt's Body Shop		2,341.98
	Holiday Inn		124.29
	IHOP		20.52
	J & M Grafix, LLC		175.00
	Lewis County Printing, LLC		155.00
	Lexis Publishing - Michie		335.31
	Lowe's		366.51
	Mountain State Waste		377.10
	Mountaineer Casino RaceTr		663.91
	Pickens Automotive Servic		557.49
	Postmaster		218.71
	Quill Corporation		569.66
	Ricoh Americas Corporatio		41.00
	Scott Electric		17,108.77
	Service Source		19.13
	Sherwin Williams		347.70
	Sig Sauer, Inc		80.00
	Sirchie Fingerprint Labs		42.50
	Smitty's Suzuki Kawasaki		9.00
	Stonewall Jack. Mem. Hosp		199.00
	Trapuzzano's Uniforms		1,460.48
	Turkey Hill Store #0266		42.00
	TGI Fridays		51.61
	Walmart Community BRC		298.75
	Wendlings Food Service		321.98
	West Virginia Paging		168.00
	Weston Democrat, Inc.		3,660.77
	Wholesale Glass&Supplies		52.79
	WV Division of Highways		135.71
	WV Electric Supply Co.		431.13
	7-Eleven		59.17
	GENERAL COUNTY	TOTAL	265,201.86

**ORDERS - - - BOARD OF COMMISSIONERS, LEWIS COUNTY  
REGULAR**

**SESSION: MONDAY, OCTOBER 13, 2015, 10:00 AM, LEWIS COUNTY COURTHOUSE**

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MAGISTRATE CLAIMS

ORDERED, that drafts be issued payable out of the 2016, Levy, MAGISTRATE FUND for the following amounts and to the parties hereinafter named, account of CLAIMS filed for payment as following:

1973	General County Fund	10/13/2015	1,689.00
1974	Michael Gissy	10/13/2015	24.95
1975	St Patrick Church	10/13/2015	150.00
1976	United Bankcard Center	10/13/2015	365.36
	NTelos		184.76
	West Virginia Paging		171.60
	MAGISTRATE COURT	TOTAL	1,863.95

IN RE: CHECKS RECEIVED

State Of WV	\$4,112.28
State Of WV	\$3,535.17
LC PARK	\$7,229.78
CITY OF CLARKSBURG	\$1,224.76
CITY OF CLARKSBURG	\$427.16
US POSTAL SERVICE	\$48.11

**IN RE: MOTION TO CLOSE MEETING**

On motion of Patrick D. Boyle, second by Agnes G. Queen, vote unanimous to close the meeting at 11:30 AM.

ORDERED, That this Commission doth now adjourn until Monday, October 19th, 2015.

Given under my hand this 13th day of October, 2015.

  
\_\_\_\_\_  
President