

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

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 Tuesday, March 15, 2016.

WHEREAS, Danny Fisher, nephew of C. Clarabel Ellis, at an earlier date, presented and offered for probate a paper writing bearing date the 4<sup>th</sup> day of September 2007, purporting to be the Last Will and Testament of said C. Clarabel Ellis, deceased; and

THEREFORE, it further appearing to the Clerk that the said decedent at the time of her death, was a late resident of County of Lewis, State of West Virginia, and it further appearing that the witnesses to said Will namely, Melissa L. Hollen and Janet Simmons are residents of the State of West Virginia.

THEREUPON, the affidavits of the said witnesses are as follows:

United States of America

State of West Virginia



County of Lewis, ss:

**Affidavit of Witness to  
Last Will and Testament**

On the 15th day of March, 2016, before the undersigned Notary Public came JANET SIMMONS to me personally known, who being by me first duly sworn, upon oath states:

I, JANET SIMMONS, was a witness to the writing hereto attached bearing the date of the 4th day of September, 2007; that I was present at the execution of the said writing and saw the testator/rix, C. CLARABEL ELLIS, sign her name thereto; that the said testator/rix signed and acknowledged the said writing as and for her Last Will and Testament in my presence and in the presence of the other witness; that I signed the said writing as a witness thereto; and that at the time of signing the said writing, the said C. CLARABEL ELLIS was of sound mind and memory and was over the age of eighteen (18) years.

(Signature)

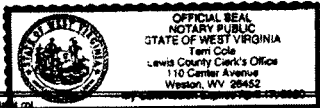
STATE OF West Virginia

COUNTY OF Lewis

The foregoing instrument was acknowledged before me this 15th day of March, 2016

My Commission expires: 4/17/2020

Notary Public



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

United States of America

State of West Virginia



County of Lewis, ss:

Affidavit of Witness to  
Last Will and Testament

On the 15th day of March, 2016, before the undersigned Notary Public came  
MELISSA L. ~~HOLLAND~~ <sup>Hollen</sup> to me personally known, who being by me first duly sworn, upon oath states:  
I, MELISSA L. ~~HOLLAND~~ <sup>Hollen</sup>, was a witness to the writing hereto attached bearing the date of the 4th day of  
September, 2007; that I was present at the execution of the said writing and saw the testator/rix, C.  
CLARABEL ELLIS, sign her name thereto; that the said testator/rix signed and acknowledged the said  
writing as and for her Last Will and Testament in my presence and in the presence of the other witness; that  
I signed the said writing as a witness thereto; and that at the time of signing the said writing, the said C.  
CLARABEL ELLIS was of sound mind and memory and was over the age of eighteen (18) years

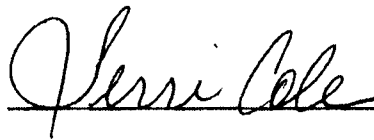
  
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(Signature)

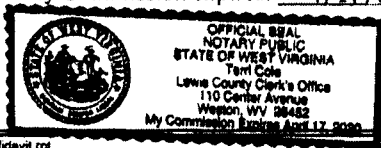
STATE OF West Virginia

COUNTY OF Lewis

The foregoing instrument was acknowledged before me this 15th day of March, 2016

My Commission expires: 4/17/2020

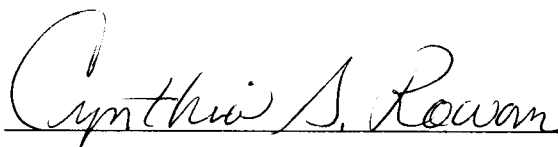
  
\_\_\_\_\_  
Notary Public



WitnessAffidavit.rpt

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

Attest:

  
\_\_\_\_\_  
Clerk

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

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State of West Virginia;

County of Lewis, To-Wit;

WHEREAS, C. Clarabel Ellis, whose Last Will and Testament was this day fully proved, probated and admitted to record, therein named Danny Fisher, as Executor thereof and requested that no bond be required of him as such Executor.

NOW THEREUPON, personally appeared the said Danny Fisher, and qualified as Executor of the Will of C. Clarabel Ellis, deceased, by taking the oath prescribed by law.

It is stated by said Executor that C. Clarabel Ellis departed this life on the 10th day of March, 2016, aged ninety-four years.

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 the said Commission on Tuesday, March 15, 2016.

This day came Annette Kraus, niece of John Robert Kraus, deceased, and moved the Clerk that she be appointed Administratrix of the personal estate of her said decedent. Upon, consideration of which, the Clerk is of the opinion to and doth hereby appoint the said Annette Kraus as such Administratrix.

THEREFORE, Annette Kraus as principal together with Western Surety Company as her surety, entered into an acknowledged a bond in the penalty of Four Thousand (\$4,000.00) Dollars, payable to the State of West Virginia, conditioned according to law, which bond is hereby approved and deemed sufficient. And, thereupon, the said Annette Kraus qualified as Administratrix of the personal estate of John Robert Kraus, deceased, by taking the oath prescribed by law.

It is stated by said Administratrix that John Robert Kraus departed this life on the 28th day of October, 2015, aged eighty-six years.

Attest:

Cynthia S. Rowan Clerk

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

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Work sessions with each elected official/department head were conducted to consider budget requests from department heads and elected officials for the Fiscal Year 2017 County Budget. The Commission informed all attendees that a budget cut from the 2016 numbers was required in order to meet daily operating expenses. There will be no salary increases budgeted for any employees. Additionally, each department will need to be as conservative as possible with expenditures. The county will be asking for all space heaters to be removed, heat to be set on 70 degrees and air conditioning on 72 degrees. Additionally, it was expressed that if the budget deficit predicted for the 2018 tax year is as severe as anticipated each department might be asked to reduce their staff by one (1) or more employees.

5:00 PM Bruce Loyd, WVU Extension  
Lewis County Economic Development Authority

WORK SESSION  
MARCH 15, 2016  
5:00 PM

PRESENT: Agnes Queen, President; Patrick Boyle, Commissioner; Thomas Fealy, Commissioner; Cindy Whetsell, County Administrator; Cindy Rowan, County Clerk; Debra Hull, Deputy County Clerk.

The WVU Lewis County Extension Service requested salary increases for their two clerical employees.

Discussion ensued regarding the status of the 2015-16 West Virginia Development Authority grant application for the Lewis County Economic Development Authority. This grant provides \$30,000.00 that is used to offset the director's salary, travel, materials and training costs. Mr. Loyd will inquire if the application was submitted. The 2016-2017 grant application deadline has not passed. Mr. Loyd will work with the director to guarantee this application will be submitted.

5:30 PM John Hinzman, Circuit Clerk

Mr. Hinzman requested salary increases for his staff. He also advised the commission that the Supreme Court now pays for his equipment but he is not sure how much longer that will last.

5:45 PM 5

Christina Flanigan, Prosecuting Attorney

Ms. Flanigan requested an additional \$350.00 in her dues and subscriptions line item.

6:00 PM T. Chad Kelley, Assessor

No change from last year.

6:15 PM Adam Gissy, Sheriff

Sheriff Gissy requested salary increases for all his employees. There were no other changes to the tax office, home confinement, service of process and security budgets. The Sheriff requested \$70,000 be budgeted for the purchase of two cruisers.

6:30 PM William Rowan, Director and James Gum, Operations Lewis Gilmer E-911 and Office of Emergency Management

Mr. Rowan and Mr. Gum decreased all budgets from the prior year totals.

Having considered all requests the Lewis County Commission set the budget for Fiscal Year 2017. This will be sent to all elected officials and department heads for review and opportunity to Schedule a meeting for appeal. If no requests for modification are received, the Lewis County Commission will consider approval of the Fiscal Year 2017 Budget on Monday, March 21, 2016.

Attest:

Cynthia S. Rowan Clerk

**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 the said Commission on Wednesday, March 16, 2016.

This day came Connie Riffle, daughter of Harold W. Riffle, deceased, presented and offered for probate a paper writing bearing date the 22<sup>nd</sup> day of October, 2003, purporting to be the Last Will and Testament of her said decedent.

WHEREAS, the said will named Vernie M. Riffle as Executrix or William R. (Rick) Riffle to act as Executor; and

WHEREAS, both Vernie M. Riffle and William R. (Rick) Riffle predeceased Harold W. Riffle; and

WHEREUPON, Connie Riffle moved the Clerk that she be appointed Administratrix with Will annexed of the personal estate of her said decedent. Upon, consideration of which, the Clerk is of the opinion to and doth hereby appoint the said Connie Riffle as such Administratrix with Will Annexed of the estate of Harold W. Riffle.

THEREFORE, Connie Riffle as principal together with Eddie Thomas as her surety, entered into an acknowledged a bond in the penalty of Five Hundred (\$500.00) Dollars, payable to the State of West Virginia, conditioned according to law, which bond is hereby approved and deemed sufficient. And, thereupon, the said Connie Riffle qualified as Administratrix with Will Annexed of her said decedent, deceased, by taking the oath prescribed by law.

It is stated by said Executrix that Harold W. Riffle departed this life on the 10th day of February, 2016, aged eighty-two years.

Attest:

Cynthia S. Rowan Clerk

**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 the said Commission on Wednesday, March 16<sup>th</sup>, 2010.

WHEREAS, the appraisalment of Kevin Phillips, deceased, was this day filed; and

WHEREAS, the estate of said Kevin Phillips, deceased, exceeded the sum of Two Hundred Thousand (\$200,000.00) Dollars and more than one heir; and

THEREFORE, the estate of Kevin Phillips, deceased, is hereby referred to Charles C. Hathaway, Fiduciary Commissioner.

Attest:

Cynthia S. Rowan Clerk

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

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State of West Virginia;

County of Lewis, To-Wit;

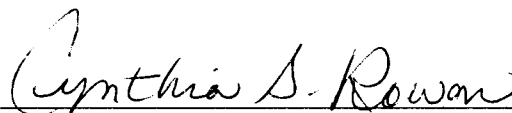
In the office of the Clerk of the County Commission of the said County of Lewis, in the recess of said Commission on Friday, March 18, 2016.

This day came Amber Ferguson and filed a "Waiver for Appointment of Administrator" signed by Brian Oldaker, son of Linda D. Oldaker, deceased, requesting that she be appointed Administratrix of the estate of their said decedent. Upon, consideration of which, the Clerk is of the opinion to and doth hereby appoint the said Amber Ferguson as such Administratrix of the estate of Linda D. Oldaker, deceased.

THEREFORE, Amber Ferguson as principal together with Patrick Oldaker, as her surety, entered into and acknowledged a bond in the penalty of Three Hundred (\$300.00) Dollars, payable to the State of West Virginia, conditioned according to law, which bond is hereby approved and deemed sufficient. And, thereupon, the said Amber Ferguson qualified as Administratrix of the estate of Linda D. Oldaker, deceased, by taking the oath prescribed by law.

It is stated by said Administratrix that Linda D. Oldaker departed this life on the 11th day of March, 2016, aged forty-five years.

Attest:

  
\_\_\_\_\_

Clerk

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

**SESSION: MONDAY, MARCH 21, 2016, 10:00 AM, LEWIS COUNTY COURTHOUSE**

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Commission sat pursuant to adjournment of Monday, March 14, 2016.

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

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

**IN RE: TAX EXONERATIONS**

Upon application of the following, approved by the Prosecuting Attorney, it appears that they were erroneously assessed and should therefore be, released the following amounts, as so ordered. Upon motion of Thomas V. Fealy, second by Agnes G. Queen, motion passing, the following amounts were released.

Roger D. Westfall	\$33.34
Roger D. Westfall	\$37.05

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

- 1. Upshur County Commission Agenda** – The Upshur County Commission agenda for Thursday, March 17, 2016 was filed.
- 2. Lewis Gilmer 911 Monthly Addressing Report** – The February 2016 addressing report for Lewis and Gilmer Counties includes new addresses, walk-ins, miles driven and calls received was filed.
- 3. Lewis-Gilmer Emergency 911 Advisory Board Meeting Minutes** – Minutes of the Lewis-Gilmer E-911 Advisory Board meeting of March 14, 2016 was received.
- 4. Sheriff's Monthly Settlement** – The sheriff's monthly settlement (reconciliation) of Lewis County financial accounts for February, 2016 was received.
- 5. Lewis County First Expenditures from Mountain Lakes Convention and Visitor's Bureau Grant Award** – Lewis County First received a \$2,500.00 grant from the Mountain Lakes Convention and Visitors Bureau. This quarter \$142.56 was spent on assistance with the Weston Rotary Halloween event and the Christmas parades in both Weston and Jane Lew, leaving a balance of \$1,480.25. Lewis County Senior Citizens Center is the fiscal agent for this fund.
- 6. Jane Lew Public Service District Meeting Agenda** – The meeting agenda for the Jane Lew Public Service District meeting for March 10, 2016 was received.

**IN RE: BOARD AND COMMITTEE REPORTS**

President Agnes G. Queen, Commissioners Boyle and Fealy, County Clerk Cindy Rowan, County Administrator Cindy Whetsell attended a budget work session Monday afternoon.

President Agnes G. Queen, Commissioners Fealy and Boyle, and County Clerk Cindy Rowan attended the Neighborhood Watch meeting for Alum Bridge. Commissioner Fealy also attended the newly formed Weston Neighborhood Watch meeting held at the Weston Volunteer Fire Department, along with President Agnes G. Queen and County Clerk Cindy Rowan.

Commissioner Thomas V. Fealy attended the Irish Festival at Ireland.



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

**SESSION: MONDAY, MARCH 21, 2016, 10:00 AM, LEWIS COUNTY COURTHOUSE**

**IN RE: PROCLAMATION APRIL AS SEXUAL ASSAULT AWARENESS MONTH**

The following Proclamation was approved for signature upon motion of Thomas V. Fealy, second by Agnes G. Queen, vote motion passing. Denim Day will be April 27, 2016 and the pin wheels will be put up in April.

***Proclamation  
April, 2016 as Sexual Assault Awareness Month***

**Whereas**, sexual violence against the citizens of Lewis County continues, and

**Whereas**, sexual violence affects every person in Lewis County as a victim/survivor, or as a family member, domestic partner, friend, co-worker or neighbor of a victim/survivor; and

**Whereas**, to prevent the future violation of our citizens, it is critical to foster greater public awareness of the causes and effects of sexual violence, and to address this problem at every civic level; and

**Whereas**, Lewis County recognizes the importance of designating a time devoted to increasing the general public's awareness of sexual violence, celebrating the courage of victims/survivors, and recognizing the tireless efforts of sexual assault program advocates throughout the state; and

**Whereas**, West Virginia sexual assault programs, other professionals and supporters have joined together as the **West Virginia Foundation for Rape Information and Services (WVFRIS)** to support each other in their work and to provide the State of West Virginia and its citizens with a central source of information on sexual assault; and

**Whereas**, **HOPE INC., THE TASK FORCE ON DOMESTIC VIOLENCE AND SEXUAL ASSAULT** volunteers and staff promote sexual prevention by offering educational services in Lewis County throughout the year; and

**Whereas**, **HOPE INC., THE TASK FORCE ON DOMESTIC VIOLENCE AND SEXUAL ASSAULT** requests public support and assistance as it continues as to work toward a society where all women, children and men can live in peace, free from violence and exploitation;

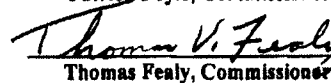
**Now, Therefore, I, Agnes Queen, President of the Lewis County Commission, do hereby proclaim April 1<sup>st</sup> through April 30, 2016 as Sexual Assault Awareness Month in Lewis County, and I commend this observance to all citizens.**

Adopted by the Lewis County commission on this, the 21st day of March, 2016

  
Agnes Queen, President

Not Present

Patrick Boyle, Commissioner

  
Thomas Fealy, Commissioner

Attested:

  
Cynthia S. Rowan



**ORDERS - - - BOARD OF COMMISSIONERS, LEWIS COUNTY  
REGULAR  
SESSION: MONDAY, MARCH 21, 2016, 10:00 AM, LEWIS COUNTY COURTHOUSE**

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**IN RE: LEWIS COUNTY PLANNING COMMISSION UPDATE**

Steven Money penny, board member of the Lewis County Planning Commission updated the commission on the following:

1. Exotic Dancing Ordinance – has been sent the prosecuting attorney for approval/comment
2. Working on getting the information packet out to the public
3. Talked on updating the addressing ordinance and creating a sub-division ordinance

Mr. Money penny asked the commission if they had any projects they wanted the planning commission to work on.

**IN RE: BOARD AND COMMITTEE REPORTS CONTINUED**

President Agnes G. Queen and Commissioner Thomas V. Fealy attended the horse racing fundraiser for the Lewis County High School Baseball Team.

President Agnes G. Queen attended four different water meetings this week, future projects, public meeting, Roanoke water pre-bid and water source meeting.

County Administrator Cindy Whetsell attended the following meetings: LEPC, Central WV Community Action, Lewis County Planning Commission, met with Jack Kincaid, Citizens Conservation Corp and a conference call with the County Commissioners' Association.

President Agnes G. Queen and County Administrator Cindy Whetsell attended a work session with Prosecuting Attorney Christina Flanigan, Sandra Smith, Deputy Circuit Clerk, Brad Tinney, Adult Probation Officer reference on the regional jail bill. All offices are working together to make sure the county is not charged for inmates erroneously.

**IN RE: APPROVAL SOFTWARE SYSTEMS INC CONTRACT**

Software Systems, Inc. notified the commission that the IBM contract for the AS400 server will expire on May 15, 2016. The cost for a one year renewal is \$3,089.38 or a three year renewal is \$8,748.08. Commission asked if the renewal was close to the original cost. The original cost was included in the purchase price of the AS400. On motion of Thomas V. Fealy, second by Agnes G. Queen, motion passing to approve the one year renewal at \$3,089.38.

**IN RE: DISPATCH AGREEMENT BETWEEN LEWIS/GILMER E-911 AND  
GILMER COUNTY COMMISSION**

The Letter of Agreement E-911 and Dispatch Services for the year 2016-2017 between the Lewis County Commission and Gilmer County Commission was approved upon motion of Thomas V. Fealy, second by Agnes G. Queen, motion passing. The agreement was recorded in the Miscellaneous Records at Book 18 Page 251. The annual compensation to be paid by Gilmer County for dispatch services is \$35,000.00. Gilmer County will remit all E911 Wireless Subscriber fees they collect to Lewis County to operate their E911 services.

**ORDERS - - - BOARD OF COMMISSIONERS, LEWIS COUNTY****REGULAR****SESSION: MONDAY, MARCH 21, 2016, 10:00 AM, LEWIS COUNTY COURTHOUSE**

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**IN RE: APPROVAL LEWIS-GILMER EMERGENCY 911 ADVISORY BOARD  
AMENDED BY-LAWS**

The Lewis-Gilmer 911 Advisory Board presented amended by-laws to be approved by the commission. The only change was the time for scheduled meetings on the second Monday of each month from 7:00 PM to 2:00 PM. On motion of Thomas V. Fealy, second by Agnes G. Queen, motion passing to approve the amended by-laws. The amended by-laws are recorded in Miscellaneous Book 18 Page 252.

**IN RE: APPROVAL OF FEE INCREASES FOR THE  
LEWIS UPSHUR ANIMAL CONTROL FACILITY**

Jan Cochran, Lewis Upshur Animal Control Facility Director, appeared before the Lewis County Commission at the February 29, 2016 meeting requesting consideration of fee increases for the facility. The commission directed Ms. Cochran to notify them if the Upshur County Commission approves the increases and at that time Lewis County would consider action. Upshur County has approved the increases. Lewis County is asked to consider approval. A veterinarian has agreed to provide a mobile spay/neuter service to the animal control facility. This would allow unaltered animals to have surgery prior to release to the adopting person. Currently, the fees for adoption are \$70 for dogs and \$60 for cats. This includes a \$50 refundable spay/neuter deposit. Not every adopter returns with the voucher showing the animal has been altered. If they do not show proof of alteration, the county animal control officer must go to the home to see if the surgery has been performed. The proposed on site spay/neuter would eliminate this need for follow up visits. The suggested price fee for alteration, rabies and yearly immunizations is \$100 for dogs and \$65 for cats. Additionally, Ms. Cochran requested the consideration of an increase in owner reclaim fees. Currently an owner must pay \$25 plus \$5 per day boarding to reclaim their animal. The suggested increase is \$30 per day plus the \$5 per day boarding. There are many instances when the same dog is brought to the facility multiple times. Consideration of increasing the owner reclaim fee to \$50 plus the \$5 per day boarding fee for any animal that has been brought to the facility three or more times in a calendar year. On motion of Thomas V. Fealy, second by Agnes G. Queen, motion passing to approve the changes as requested.

**IN RE: REQUEST FOR POOL PASS DONATION**

Claws and Whiskers Rescue Foundation will be holding the 2nd annual bingo fundraiser for the Lewis Upshur Animal Control Facility on April 3, 2016. They request the commission consider donating some pool passes to be used as prizes. Commission decided to decline the donation request. Donations can be done individually by the commission.

**ORDERS - - - BOARD OF COMMISSIONERS, LEWIS COUNTY****REGULAR****SESSION: MONDAY, MARCH 21, 2016, 10:00 AM, LEWIS COUNTY COURTHOUSE****IN RE: APPROVAL OF 2016 – 2017 BUDGET**

The Lewis County Commission, after meeting with elected officials appearing before the Commission with funding requests and concerns regarding their office, did on the 21st day of March, 2016, approve and adopt the budget estimates for General Current Expenses upon motion of Thomas V. Fealy, second by Agnes G. Queen, motion passing. Commission directed that a copy be forwarded to the West Virginia Auditor's Office, Local Government Division, Clarksburg, West Virginia, for review and approval. The Clerk will send the budget estimate and levy page to the Weston Democrat for Class II Publication.

**Lewis County Commission Levy Estimate (Budget)  
2016 - 2017 Fiscal Year**

STATE OF WEST VIRGINIA  
County of: Lewis, West Virginia

In accordance with WV Code §11-8-10, as amended, the Lewis County Commission proceeded to make an estimate of the amounts necessary to be raised by a levy of taxes for the current year, and doth determine and estimate the several amounts to be as follows:

<b>General Fund</b>	<b>Estimated Revenues</b>
Fund Balance	\$ 2,500,000
Property Taxes Current year	4,205,173
Prior Year Taxes	191,300
Tax Penalties, Interest & Publication Fees	100,000
Property Transfer Tax	62,000
Gas and Oil Severance Tax	100,000
Wine & Liquor Tax	7,500
Hotel Occupancy Tax	742,000
Miscellaneous Permits	320
Federal Grants / Federal Payment in Lieu of Taxes	97,865
Other Grants	47,806
Sheriff's Service of Process	15,000
County Clerk's Earnings	105,000
Circuit Clerk's Earnings	36,000
Prosecuting Attorney's Earnings	1,000
Accident Reports	800
Motor Vehicle License Fee	3,500
Rents & Concessions	20,268
Franchise Agreement	40,000
IRP Fees (Interstate Registration Plan)	40,000
Fines, Fees & Court Costs	75,000
Regional Jail Operations Partial Reimbursement	65,000
Interest Earned	12,000
Miscellaneous Revenue	12,000
Sheriff's Commission	15,000
Commissions	6,700
Gaming Income	50,000
Filing Fees	2,000
Video Lottery	50,000
Refunds/Reimbursements (External Sources)	143,884
Emergency 911 Reimbursement	5,300
Home Confinement Reimbursements	500
General School Reimbursements	75,000
Magistrate Court Reimbursements	7,500
Payroll Reimbursements	1,800
<b>Total Estimated General Fund Revenues</b>	<b>\$ <u>8,837,216</u></b>

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

## REGULAR

SESSION: MONDAY, MARCH 21, 2016, 10:00 AM, LEWIS COUNTY COURTHOUSE

**Lewis County Commission Levy Estimate (Budget)  
2016 - 2017 Fiscal Year**

<b>Coal Severance Tax</b>	<b>Estimated Revenues</b>
Assigned Fund Balance	\$ 10,000
Coal Severance Tax	30,000
Interest Earned on Investment	10
<b>Total Coal Severance</b>	<b>\$ 40,010</b>

<b>ESTIMATED EXPENDITURES</b>	<b>General Fund</b>	<b>Coal Severance Tax Fund</b>
<b>GENERAL GOVERNMENT</b>		
County Commission	\$ 321,028	\$ -
County Clerk	423,300	-
Circuit Clerk	278,078	-
Sheriff - Treasurer	285,689	-
Prosecuting Attorney	408,020	-
Assessor	372,707	-
Statewide Computer Network	46,635	-
Agricultural Agent	69,951	-
Elections - County Clerk	80,360	-
Courthouse	1,797,164	-
Regional Development Authority	16,372	-
Economic Development	93,692	-
Contingencies - Not to Exceed 10% of Budget	883,720	-
<b>TOTAL GENERAL GOVERNMENT</b>	<b>5,076,716</b>	<b>-</b>
<b>PUBLIC SAFETY</b>		
Sheriff - Law Enforcement	732,419	-
Sheriff - Service of Process	48,162	-
Regional Jail	700,000	-
Emergency Services	27,070	-
Communication Center	25,000	40,010
Fire Department	6,000	-
Ambulance Authority	5,000	-
Dog Warden/Humane Society	123,714	-
Watershed Project	5,000	-
Public Safety Grants	163,634	-
Courthouse Security	131,164	-
Community Based Corrections Program	20,404	-
<b>TOTAL PUBLIC SAFETY</b>	<b>1,987,567</b>	<b>40,010</b>

**ORDERS - - - BOARD OF COMMISSIONERS, LEWIS COUNTY****REGULAR****SESSION: MONDAY, MARCH 21, 2016, 10:00 AM, LEWIS COUNTY COURTHOUSE**

**Lewis County Commission Levy Estimate (Budget)  
2016 - 2017 Fiscal Year**

HEALTH AND SANITATION	-	-
Local Health Department	10,000	-
Mental Health	1,000	-
	<u>11,000</u>	<u>-</u>
TOTAL HEALTH & SANITATION		
	<u>11,000</u>	<u>-</u>
CULTURE AND RECREATION	-	-
Parks & Recreation	346,180	-
Fair Associations/Festivals	5,000	-
Visitor's Bureau	371,000	-
Library	74,200	-
	<u>796,380</u>	<u>-</u>
TOTAL CULTURE & RECREATION		
	<u>796,380</u>	<u>-</u>
Family Law Judge	8,000	-
	<u>8,000</u>	<u>-</u>
TOTAL SOCIAL SERVICES		
	<u>8,000</u>	<u>-</u>
CAPITAL PROJECTS	-	-
Courthouse	632,833	-
Other Boards & Authorities	324,720	-
	<u>957,553</u>	<u>-</u>
TOTAL CAPITAL OUTLAY		
	<u>957,553</u>	<u>-</u>
<b>Total Expenditures</b>	<b>\$ <u>8,837,216</u></b>	<b>\$ <u>40,010</u></b>

**IN RE: APPROVAL REQUEST OF JAMES GUM  
TO ATTEND EMERGITECH CONFERENCE**

James Gum, Lewis Gilmer E911 requested permission to attend a training session on May 9-12, 2016 (Emergitech Conference) and a May 3-4, 2016 (State Public Safety Expo in Charleston, WV). Mr. Gum withdrew his request to attend the May 3-4, 2016 State Public Safety Expo in Charleston, WV. On motion of Thomas V. Fealy, second by Agnes G. Queen, motion passing to approve the request to attend the May 9-12, 2016 conference.

**IN RE: ECONOMIC DEVELOPMENT AUTHORITY UPDATE**

Michael Herron, Executive Director, EDA no report.

**ORDERS - - - BOARD OF COMMISSIONERS, LEWIS COUNTY****REGULAR****SESSION: MONDAY, MARCH 21, 2016, 10:00 AM, LEWIS COUNTY COURTHOUSE****IN RE: RECESS ORDERS**

On motion of Thomas V. Fealy, second by Agnes G. Queen, motion passing to approve the following actions taken by the Lewis County Clerk, Cynthia S. Rowan, in recess of the County Commission from March 10, 2016 to March 16, 2016:

Wills Probated:

Lily D. Foster, deceased  
 Connie Sue Muncy, deceased  
 Martha J. Postlethwait, deceased  
 Regenia S. Iseli, deceased  
 C. Clarabel Ellis, deceased  
 Harold W. Riffle, deceased

Qualifications Orders Granted:

Gary B. Foster qualified as Executor of the estate of Lily D. Foster, deceased  
 Jerry David Muncy qualified as Executor of the estate of Connie Sue Muncy, deceased  
 Roberta Jane Gellner qualified as Executrix qualified for the estate of Martha J. Postlethwait, deceased  
 Karen Taylor qualified as Executrix of the estate of Regenia S. Iseli, deceased  
 Danny Fisher qualified as Executor of the estate of C. Clarabel Ellis, deceased  
 Annette Kraus qualified with bond as Administratrix of the estate of John Robert Kraus, deceased  
 Connie Riffle qualified with bond as Administratrix with Will Annexed of the estate of Harold W. Riffle, deceased

**IN RE: ESTATE CLOSURES**

Pursuant to Chapter 44, Article 2, Section 1(b) of the West Virginia Code, as amended, the time for filing of claims has expired; that no known or unpaid claims exist and there having been no request or objections thereto, the same is hereby confirmed:

*Morgan Paige Carder*, deceased, Affidavit and Waiver of Final Settlement, Donald G. Carder, Sr., Administrator

**IN RE: APPROVAL OF ORDERS (MINUTES) FOR MARCH 14, 2016 MEETING**

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

**ORDERS - - - BOARD OF COMMISSIONERS, LEWIS COUNTY****REGULAR****SESSION: MONDAY, MARCH 21, 2016, 10:00 AM, LEWIS COUNTY COURTHOUSE****IN RE: APPROVAL OF EXPENSES FOR CURRENT PERIOD**

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

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:

2712	Utility Boards	03/21/2016	60.60
2713	Guttman Oil Company	03/21/2016	58.65
2714	J. P. Cooke Co.	03/21/2016	370.37
	DOG AND KENNEL	TOTAL	489.62

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:

8111	Guttman Oil Company	03/21/2016	42.82
8112	Pacific Interpreters	03/21/2016	60.45
8113	WV American Water Company	03/21/2016	47.30
	E-911	TOTAL	150.57

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:

72217	Washington Ntl Ins Co.	03/21/2016	418.80
72218	Country Club Chrysler	03/21/2016	51,394.50
72219	WV Association of Circuit Clerks	03/21/2016	100.00
72220	Frontier	03/21/2016	3,768.02
72221	Guttman Oil Company	03/21/2016	607.21
72222	Shenandoah Valley Group	03/21/2016	1,236.00
72223	John Stevens	03/21/2016	168.47
72224	WV American Water Company	03/21/2016	671.57
	GENERAL COUNTY	TOTAL	58,364.57

IN RE: CHECKS RECEIVED

Lewis County EMS	\$47,647.87
Blue Mountain Engineering	\$15.00
Prudential	\$140.00



**ORDERS - - - BOARD OF COMMISSIONERS, LEWIS COUNTY****REGULAR****SESSION: MONDAY, MARCH 21, 2016, 10:00 AM, LEWIS COUNTY COURTHOUSE**

IN RE: PROBATING THE LAST WILL AND TESTAMENT OF  
MILDRED I. COTTRILL, DECEASED

This day came Margaret Ann Smith, daughter of Mildred I. Cottrill, deceased, whose Last Will and Testament was this day fully proved, probated and admitted to record, therein named Kenneth R.

Cottrill as Executor thereof and requested that no bond be required of him as such Executor,

WHEREAS, Kenneth R. Cottrill predeceased Mildred I. Cottrill; and

WHEREAS, the Will further named Margaret Ann Smith as such Executrix of the said Last Will and Testament with no bond being required of her as such Executrix. Whereas, this day came Margaret Ann Smith and declined to serve as such Executrix of the Last Will and Testament of her said decedent; and

WHEREAS, Pamela Sue Landsetter, daughter of said decedent, also declined to serve by signing a waiver of appointment, and asked the court to appoint Rhonda J. Osborn, also daughter of said decedent.

THEREFORE, this day came Ronda J. Osborn and moved the Clerk that she be appointed as Administratrix CTA of the Estate of Mildred I. Cottrill, deceased. The Clerk is of the opinion to and doth hereby appoint the said Ronda J. Osburn as such Administratrix CTA of the estate of Mildred I. Cottrill, deceased.

THEREUPON, Ronda J. Osburn as principal together with Marlene Perkey as her surety, entered into and acknowledged a bond in the penalty of Ten Thousand (\$10,000.00) Dollars, payable to the State of West Virginia, conditioned according to law, which bond is hereby approved and deemed sufficient. And, thereupon, the said Ronda J. Osburn qualified as Administratrix CTA of the Estate of Mildred I. Cottrill, deceased, by taking the oath prescribed by law.


It is stated by said Administratrix that Mildred I. Cottrill departed this life on the 19<sup>th</sup> day of March, 2016 aged eighty-four years.

**IN RE: MOTION TO ADJOURN MEETING**

On motion of Thomas V. Fealy, second by Agnes G. Queen, motion passing to adjourn the meeting at 11:15 AM.

Given under my hand this 21st day of March, 2016.

ORDERED, That this Commission doth now adjourn until Monday, March 28, 2016.

  
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 President