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 Monday, December 19, 2016.

WHEREAS, this day came Rick Thomas, no relation of Dorothy Lou Keen, deceased, and presented and offered a paper writing bearing date the 3<sup>rd</sup> day of October, 2000, purporting to be the Last Will and Testament of Dorothy Lou Keen with no administration of said estate.

NOW THEREFORE, as per West Virginia State Code §41-5-2 the said Last Will and Testament of Dorothy Lou Keen, deceased, shall be lodged in the Office of the Clerk of the Lewis County Commission until the probate thereof.

The said Dorothy Lou Keen departed this life on the 21st day of November, 2016, aged seventy-six years.

Attest:

Clerk

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 Wednesday, December 21, 2016.

This day came Alicia A. Law, daughter of Josephine F. Determan, deceased, and presented and offered for probate a paper writing, bearing date the 19<sup>th</sup> day of April, 2011, purporting to be the Last Will and Testament of her 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 Mary M. Wagoner and Joseph W. Wagoner. The said affidavit set forth the fact that the said Josephine F. Determan, 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 Mary M. Wagoner and Joseph W. Wagoner 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 & Kowan

\_\_\_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 Wednesday, December 21, 2016.

WHEREAS, Josephine F. Determan, whose Last Will and Testament was this day fully proved, probated and admitted to record therein named Alicia A. Law as Executrix and requested that no bond be required of her as such. THEREUPON, personally appeared the said Alicia A. Law and qualified for the Executrix of the Will of Josephine F. Determan, deceased, by taking the oath prescribed by law.

It is stated by the said Executrix that Josephine F. Determan, departed this life on the 27<sup>th</sup> day of November, 2016, aged ninety-five years.

Attest:

Cunthia S. Mowar 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, December 27, 2016.

This day came Ruth M. Farrell, no relation of David Keith Farrell, deceased, and moved the Clerk that she be appointed Administratrix of the personal estate of her said decedent. And it appearing to the Clerk that the decedent, at the time of his death, had a known place of residence in the County of Lewis. State of West Virginia, and it further appearing that the said decedent, at the time of his death had property in Lewis County. Upon, consideration of which, the Clerk is of the opinion to and doth hereby appoint the said Ruth M. Farrell as such Administratrix.

NOW THEREFORE, Ruth M. Farrell as principal together with Douglas Farrell as her surety, entered into and acknowledged a bond in the penalty of Three Thousand Five Hundred (\$3,500.00) Dollars, payable to the State of West Virginia, conditioned according to law, which bond is hereby approved and deemed sufficient.

THEREUPON, the said Ruth M. Farrell qualified as Administratrix of the personal estate of David Keith Farrell, deceased, by taking the oath prescribed by law.

It is stated by said Administratrix that David Keith Farrell departed this life on the 13th day of December, 2016, aged forty-eight years.

Attest:

Cynthia S. Rowan Clerk

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, December 27, 2016.

This day came Kathy Sue Hull nka Kathryn Sue Clevenger, daughter of Urma N. Hull, deceased, and presented and offered for probate a paper writing, bearing date the 19<sup>th</sup> day of November, 1971, purporting to be the Last Will and Testament of her 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 decedent, at the time of her death had personal property in Lewis County. It also further appears that the said paper writing had attached thereto, an affidavit signed by Clarence L. Coffendaffer and Nancy F Coffendaffer. The said affidavit set forth the fact that the said Urma N. Hull, 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 Clarence L. Coffendaffer and Nancy F Coffendaffer 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:

Lynthia S. Rowan

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, December 27, 2016.

WHEREAS, the will named Edward Clyde Hull, Jr. as Executor thereof and requested no bond be required of him as such Executor and it further appeared that the said Edward Clyde Hull, Jr., has since departed this life on November 30, 2004; and said will did not further name an Executor; and

NOW THEREFORE, Kathy Sue Hull nka Kathryn Sue Clevenger, daughter of Urma N. Hull as principal together with Kenneth Clevenger 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.

THEREUPON, Kathy Sue Hull nka Kathryn Sue Clevenger qualified for the Administratrix CTA of the Will of Urma N. Hull, deceased, by taking the oath prescribed by law.

It is stated by the said Administratrix CTA that Urma N. Hull, departed this life on the 20<sup>th</sup> day of December, 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 said Commission on Tuesday, December 27, 2016.

This day came Anna Julia Smith, wife of Lawson M. Smith deceased, and presented and offered for probate a paper writing, bearing date the 6<sup>th</sup> day of March, 1997, purporting to be the Last Will and Testament of her said decedent.

And, it appearing to the Clerk that the said decedent, at the time of his 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 Mary E. Wiant, Gina L. Hardman and Mariah J. Barnett. The said affidavit set forth the fact that the said Lawson M. Smith, the Testator, signed and declared the said paper writing as and for his Last Will and Testament in their presence and at the time thereof, the said Testator was of sound mind and disposing memory and over the age of eighteen. And, at the request of the said Testator, they, the said Mary E. Wiant, Gina L. Hardman and Mariah J. Barnett signed their names to said paper writing in the presence of the said Testator 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:

unthings. Rougn 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 Tuesday, December 27, 2016.

WHEREAS, Lawson M. Smith, whose Last Will and Testament was this day fully proved, probated and admitted to record, therein named Anna Julia Smith as Executrix thereof and requested that no bond be required of her as such Executrix. THEREUPON, personally appeared the said Anna Julia Smith and qualified as Executrix of the Will of Lawson M. Smith, deceased, by taking the oath prescribed by law.

It is stated by said Executrix that Lawson M. Smith, departed this life on the 19<sup>th</sup> day of December, 2016, aged eighty-six 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 said Commission on Tuesday, December 27, 2016.

WHEREAS, this day came John Lee Roberts, son of Virginia Irene Roberts, deceased, and presented and offered a paper writing bearing date the 15<sup>th</sup> day of August, 2000, purporting to be the Last Will and Testament of Virginia Irene Roberts with no administration of said estate.

NOW THEREFORE, as per West Virginia State Code §41-5-2 the said Last Will and Testament of Virginia Irene Roberts, deceased, shall be lodged in the Office of the Clerk of the Lewis County Commission until the probate thereof.

The said Virginia Irene Roberts departed this life on the 20<sup>th</sup> day of February, 2005, aged seventy-five years.

Attest:

ynthia 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 Tuesday, December 27, 2016.

This day came John Lee Roberts, son of Charles Rankin Roberts, deceased, and presented and offered for probate a paper writing, bearing date the 15<sup>th</sup> day of August, 2000, 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 his 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 Sandra Len Smith and Amy Dawn Simmons. The said affidavit set forth the fact that the said Charles Rankin Roberts, the Testator, signed and declared the said paper writing as and for his Last Will and Testament in their presence and at the time thereof, the said Testator was of sound mind and disposing memory and over the age of eighteen. And, at the request of the said Testator, they, the said Sandra Len Smith and Amy Dawn Simmons signed their names to said paper writing in the presence of the said Testator 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:

inthias Rougn 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 Tuesday, December 27, 2016.

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

It is stated by said Executor that Charles Rankin Roberts departed this life on the 26<sup>th</sup> day of December, 2016, aged eighty-eight years.

Attest:

ynthie S. (Lowan 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 Thursday, December 29, 2016.

WHEREAS, the appraisement of Alicia M. Rogers, deceased, was this day filed; and

WHEREAS, the estate of said Alicia M. Rogers, deceased, exceeded the sum of Two Hundred Thousand (\$200,000.00) Dollars and more than one heir.

NOW THEREFORE, the estate of Alicia M. Rogers, deceased, is hereby referred to Charles C. Hathaway, Fiduciary Commissioner.

Attest:

Cynthin & (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, December 30, 2016.

This day came Carol Taylor, wife of Cledith James Taylor deceased, and presented and offered for probate a paper writing, bearing date the 5<sup>th</sup> day of May, 1971, purporting to be the Last Will and Testament of her said decedent.

And, it appearing to the Clerk that the said decedent, at the time of his 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 Gerald H. Brooks and Monoka J. Moore. The said affidavit set forth the fact that the said Cledith James Taylor, the Testator, signed and declared the said paper writing as and for his Last Will and Testament in their presence and at the time thereof, the said Testator was of sound mind and disposing memory and over the age of eighteen. And, at the request of the said Testator, they, the said Gerald H. Brooks and Monoka J. Moore signed their names to said paper writing in the presence of the said Testator 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. Rowen 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, December 30, 2016.

WHEREAS, Cledith James Taylor, whose Last Will and Testament was this day fully proved, probated and admitted to record, therein named Carol Taylor as Executrix thereof and requested that no bond be required of her as such Executrix. THEREUPON, personally appeared the said Carol Taylor and qualified as Executrix of the Will of Cledith James Taylor, deceased, by taking the oath prescribed by law.

It is stated by said Executrix that Cledith James Taylor, departed this life on the 21<sup>st</sup> day of December, 2016, aged seventy-nine 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 said Commission on Friday, December 30, 2016.

WHEREAS, on the 25th day of October, 2013, the Last Will and Testament of Frances McCue aka Frances McCue Wilfong, deceased, was fully proved, probated and admitted to record, and therein named Jerry Kirk as Co-Executor and Francene Kirk as Co-Executrix thereof; and

WHEREAS, it appears that the Estate of Frances McCue aka Frances McCue Wilfong, deceased, was properly administered and settled by said Jerry Kirk, as Co-Executor with Francene Kirk Co-Executrix on April 22<sup>nd</sup>, 2014, and recorded in Inventory Book: 165 Page: 15; and

WHEREAS, it now appears that the said Estate of Frances McCue aka Frances McCue Wilfong, deceased, will need to be re-opened, there being further administration on said estate; and

WHEREAS, The Will named Jerry Kirk, as Co-Executor with Francene Kirk Co-Executrix thereof with no bond being required of them as such.

NOW, THEREUPON, this day came Jerry Kirk, with Francene Kirk and qualified as Co-Executor and Co-Executrix of the Last Will and Testament of Frances McCue aka Frances McCue Wilfong, deceased by taking the oath prescribed by law.

It is stated by said Co-Executor and Co-Executrix that Frances McCue aka Frances McCue Wilfong departed this life on the 24<sup>th</sup> day of September, 2013, aged ninety-two years.

Attest

Cynthia S. Rower Clerk

SESSION: TUESDAY, JANUARY 3, 2017, 10:00 A.M., LEWIS COUNTY COURTHOUSE

Commission sat pursuant to adjournment of Monday, December 19, 2016.

PRESENT: Honorable Patrick D. Boyle, President, Agnes G. Queen, Commissioner and Rod Wyman, Commissioner.

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

#### IN RE: ORGANIZATION MEETING

On motion of Patrick D. Boyle, second by Rod Wyman, vote unanimous to recess the regular meeting and go into the organization meeting at 10:02 A.M..

# IN RE: ELECTION OF PATRICK D. BOYLE, PRESIDENT OF THE LEWIS COUNTY COMMISSION

The first order of business was to elect a President of the Lewis County Commission. Upon motion of Agnes G. Queen, second by Rod Wyman, vote unanimous, Patrick D. Boyle was elected as the President of the Lewis County Commission. Commissioner Patrick D. Boyle was then given the Oath of Office by President Agnes G. Queen and the oath was recorded in Oath of Office Book: 2 Page: 287.

#### IN RE: HOURS OF OPERATION FOR THE LEWIS COUNTY OFFICES

Currently the hours of operation for Lewis County Office are 8:00 A.M. to 4:00 P.M., Monday thru Friday except for holidays, on motion of Agnes G. Queen, second by Rod Wyman, vote unanimous to approve the current hours of operation for 2017.

#### IN RE: SCHEDULE OF DATES FOR 2016 COUNTY COMMISSION MEETINGS

The following is a list of the dates for the 2017 County Commission meetings being approved upon motion of Agnes G. Queen, second by Rod Wyman, vote unanimous:

#### LEWIS COUNTY COMMISSION SCHEDULE OF MEETINGS FOR 2017 All Meetings begin at 10A.M.

JANUARY		JUNE		NOVEMBER
Tuesday	January 3, 2017	Monday	June 5, 2017	Monday November 6, 2017
Monday	January 9, 2017	Monday	June 12, 2017	Monday November 13, 2017
Tuesday	January 17, 2017	Tuesday	June 19, 2017	Monday November 20, 2017
Monday	January 23, 2017	Monday	June 26, 2017	Monday November 27, 2017
Monday	January 30, 2017			
FEBRUARY		JULY		DECEMBER
Monday	February 6, 2017	Tuesday	July 3, 2017	Monday December 4, 2017
Monday	February 13, 2017	Monday	July 10, 2017	Monday December 11, 2017
Tuesday	February 21, 2017	Monday	July 17, 2017	Monday December 18, 2017

ORDERS - - - BOARD OF COMMISSIONERS, LEWIS COUNTY

REGULAR

SESSION: TUESDAY, JANUARY 3, 2017, 10:00 A.M., LEWIS COUNTY COURTHOUSE

Monday	February 27, 2017	Monday	July 24, 2017	Tuesday December 26, 2017
		Monday	July 31, 2017	
MARCH		AUGUST		
Monday	March 6, 2017	Monday	August 7, 2017	
Monday	March 13, 2017	Monday	August 14, 2017	
Monday	March 20, 2017	Monday	August 21, 2017	
Monday	March 27, 2017	Monday	August 28, 2017	
APRIL		SEPTEMBER		
Monday	April 3, 2017	Tuesday	September 5, 2017	
Monday	April 10, 2017	Monday	September 11, 2017	
Monday	April 17, 2017	Monday	September 18, 2017	
Monday	April 24, 2017	Monday	September 25, 2017	
MAY		OCTOBER		
Monday	May 1, 2017	Monday	October 2, 2017	
Monday	May 8, 2017	Tuesday	October 10, 2017	
Monday	May 15, 2017	Monday	October 16, 2017	
Monday	May 22, 2017	Monday	October 23, 2017	
Tuesday	May 30, 2017	Monday	October 30, 2017	

## IN RE: AGENDA, NOTICE OF MEETINGS, AND MEETING MANAGEMENT

On motion of Agnes G. Queen, second by Rod Wyman, vote unanimous to approve the following rules:

- 1. Regular meeting agendas will be posted and available to the public before closure two business days prior to the meeting date.
- 2. Agenda matters to be reviewed and/or considered during the meeting are at the discretion of the county commission or as required by statute.
- 3. Appointment to speak with the county commission must be scheduled before 10 A.M. three business days prior to the meeting. Appointments will be given a 10 minute time allowance.
- 4. Open discussion by Commission unless executive session is motioned per WV Code §6-9A-4.
- 5. Input or recommendation from other constitutional official, staff or public that is not listed specifically on the agenda if requested by the Commission or if required by statute.
- 6. If not scheduled on the agenda you must sign up for public comment 15 minutes at a minimum prior to the start of a meeting. No decisions can be made by the Commission. Public comment is limited to 5 minutes per person.

SESSION: TUESDAY, JANUARY 3, 2017, 10:00 A.M., LEWIS COUNTY COURTHOUSE

- 7. Motion required for consideration of vote no second required.
- 8. All votes unanimous unless otherwise stated.
- 9. Roberts Rules of Order is utilized as a guide only. The commission controls the meeting management discussion and input.

# IN RE: SCHEDULE OF DATES FOR 2017 BOARD OF EQUALIZATION AND REVIEW

A list of dates for the 2017 Board of Equalization and Review approved upon motion of Agnes G. Queen, second by Rod Wyman, vote unanimous. Any citizens wanting an appointment should contact the Assessor before they schedule with the commission as most problems can be solved in the office of the Assessor. Any unresolved issue could then be scheduled for a Board of Equalization and Review Hearing. Dates are as follows:

February 1, 6, 10, 16, 22 (Minerals only, as set by the WV State Tax Department), and 28, 2017. All meetings at 9:00 A.M. unless otherwise noted in the Lewis County Courthouse County Commission Meeting Room, 2<sup>nd</sup> Floor, 110 Center Avenue, Weston, WV with the exception of the February 22, 2017 Mineral Hearing Date which will be at 10:00 A.M. at the same location.

#### IN RE: DATE TO LAY LEVY

On motion of Agnes G. Queen, second by Rod Wyman, to set the third Tuesday in April, April 18, 2017 at 9:00 A.M. to lay the levy as per WV Code.

#### IN RE: BOARD AND AUTHORITY APPOINTMENTS OF COMMISSIONERS - 2017

The following appointments to boards and authorities upon motion of Agnes G. Queen, second by Rod Wyman, vote unanimous:

Lewis County Ambulance Authority	Rod Wyman
26 <sup>th</sup> Judicial Circuit Community Corrections	Rod Wyman
Lewis County Convention & Visitors Bureau	Patrick Boyle
Lewis County 911 Advisory Board	Patrick Boyle
Lewis County Fire Board	Rod Wyman
Lewis Upshur Emergency Planning Committee	Cindy Whetsell, Administrator
Lewis County Economic Development	Agnes Queen
Lewis County Safe Sites & Structures	Agnes Queen
Lewis County Park Board	Agnes Queen
Region VII Planning & Development Council	Agnes Queen
Lewis County Planning Commission	Cindy Whetsell, Administrator

REGULAR

SESSION: TUESDAY, JANUARY 3, 2017, 10:00 A.M., LEWIS COUNTY COURTHOUSE

Central WV Community Action

Cindy Whetsell, Administrator

Region VI Workforce Investment Board

Rod Wyman

WVU Extension

Patrick Boyle

All Commissioners may attend the following:

Lewis County Firefighters Association

Lewis Gilmer Solid Waste

Lewis County REAP

#### IN RE: HOLIDAY CALENDAR FOR 2017

The Commission upon motion of Agnes G. Queen, second by Rod Wyman, vote unanimous, approved the following list of holidays. A list of the same is to be given to each official and department head for their information.

Monday, January 2, 2017 New Year's Day

Monday, January 16, 2017 Martin Luther King Day

Monday, February 20, 2017 President's Day Monday, May 29, 2017 Memorial Day

Tuesday, June 20, 2017 West Virginia Day
Tuesday, July 4, 2017 Independence Day

Monday, September 4, 2017 Labor Day

Monday, October 9, 2017 Columbus Day
Friday, November 10, 2017 Veterans Day

Thursday, November 23, 2017 Thanksgiving
Friday, November 24, 2017 Thanksgiving
Monday, December 25, 2017 Christmas

Monday, January 1, 2018 New Year's Day

OR ANY OTHER LEGAL HOLIDAY DECLARED BY THE PRESIDENT OR GOVERNOR

#### IN RE: ORGANIZATION MEETING

On motion of Agnes G. Queen, second by Rod Wyman, vote unanimous to recess the organization meeting and reconvene the regular meeting at 10:20 A.M.

IN RE: TAX EXONERATIONS

None

#### IN RE: RESIGNATION OF P. WAYNE AMMONS

P. Wayne Ammons, Lewis County Deputy Assessor tendered his resignation of employment effective December 31, 2016. On motion of Agnes G. Queen, second by Rod Wyman, vote unanimous to accept the resignation of P. Wayne Ammons.

# IN RE: APPROVAL OF LEWIS COUNTY ASSESSOR'S PROPERTY VALUATION FUND 2018 APPLICATION

The Lewis County Assessor has completed his 2018 Fiscal Year Valuation application. He is requesting 2% of the previous years projected tax collection. As per the letter dated December 21, 2016 from the Property Valuation Training and Procedures Commission, the Lewis County Commission has the option of presenting written evidence showing that a lesser amount than the amount requested would be adequate. On motion of Agnes G. Queen, second by Rod Wyman, vote unanimous to take no action.

#### IN RE: OATH OF OFFICE GIVEN TO THE LEWIS COUNTY OFFICE STAFF

The following employees of the Lewis County Commission were present and given the oath of office by President Patrick D. Boyle. Oath of Office is recorded in Oath of Office Book as follows:

Phyllis L. Corathers	Administrative Assistant	Book 2	Page 253
Lucinda A. Whetsell	County Administrator	Book 2	Page 254
Stella W. Poling	Deputy County Clerk	Book 2	Page 255
Debra Ann Hull	Deputy County Clerk	Book 2	Page 256
Nancy A. Justice	Deputy County Clerk	Book 2	Page 257
Rebekah A. Lockwoo	od Deputy County Clerk	Book 2	Page 258
Linda J. Kramm	Deputy County Clerk	Book 2	Page 259
Terri L. Cole	Deputy County Clerk	Book 2	Page 260
Lisa J. Parks	Deputy County Clerk	Book 2	Page 261
Brittany L. Butcher	Assistant Chief Tax Deputy	Book 2	Page 262
Crystal H. Revis	Assistant Chief Tax Deputy	Book 2	Page 263
Crystal D. Bragg	Fire Fee Clerk/Tax Deputy	Book 2	Page 264
Gary B. Foster	Deputy Assessor	Book 2	Page 265
Vivian J. Helmick	Deputy Assessor	Book 2	Page 266
Paula G. Mace	Deputy Assessor	Book 2	Page 267
Timothy A. Riffle	Deputy Assessor	Book 2	Page 268
Ricky E. Stout	Maintenance Supervisor	Book 2	Page 269
Joseph C. Frazier, Jr.		Book 2	Page 270
Garry L. DeMoss	Maintenance/Custodian	Book 2	Page 271
Barbara E. Winans	Maintenance/Custodian	Book 2	Page 272
David W. Reed	County Maintenance Employee	Book 2	Page 273
	Lewis County Economic Development Authority		
Michael D. Herron	Executive Director	Book 2	Page 274
Randall W. Hyre	Chief Deputy Sheriff	Book 2	Page 275
Chadwick Moneyper	nny Deputy Sheriff	Book 2	Page 276
Jason S. Carey	Deputy Sheriff	Book 2	Page 277
Jacob S. VanMeter	Deputy Sheriff	Book 2	Page 278
Randall L. Bush	Process Server	Book 2	Page 279
	Lewis-Gilmer E-911 Director,	·	
William. F. Rowan	Office of Emergency Management Director	Book 2	Page 280
	Operations Manager, E-911 and Office of Emergency		
James W. Gum	Management	Book 2	Page 281

REGULAR

SESSION: TUESDAY, JANUARY 3, 2017, 10:00 A.M., LEWIS COUNTY COURTHOUSE

Lesley W. Slaughter	Administrative Assistant	Book 2	Page 282
Steven M. Moneypenny	Lewis-Gilmer Addressing/Flood Plain Manager	Book 2	Page 283
Thomas J. Alkire	County Maintenance Employee	Book 2	Page 284
John J. Snyder	Animal Control Officer	Book 2	Page 288

# IN RE: APPROVAL TO ADVERTISE FOR VACANCIES IN THE LEWIS COUNTY ASSESSOR'S OFFICE

John L. Breen, Lewis County Assessor appeared before the commission to request approval to advertise for the positions of a Deputy Assessor for data collections and a Deputy Assessor for property transfers. This advertisement will be to fill two vacant positions. Starting salaries were discussed. On motion of Agnes G. Queen, second by Rod Wyman, vote unanimous to approve the advertisement to hire two positions.

#### IN RE: REQUEST FOR REPAIRS TO PROCESS SERVER VEHICLE TABLED

The vehicle used by the Lewis County Process Server has a cracked head and a non-functioning water pump. Sheriff Adam. Gissy requests the commissions help to repair or purchase a new/used vehicle. After discussion, it was decided on motion of Rod Wyman, second by Agnes G. Queen, vote unanimous to table for Sheriff Gissy to gather more information on lease options, new car cost and used car cost.

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

- 1. Upshur County Commission Agenda The Upshur County Commission agenda for Thursday, December 22, 2016 was filed.
- 2. Notification that DTE Energy has Purchased the Appalachian Gathering System DTE Energy has recently purchased the Appalachian Gathering System located in West Virginia and Pennsylvania. The Stonewall Gathering System located in Lewis County and jointly owned by Antero Resources and WGL, Midstream. Inc. is part of this system.

#### IN RE: BOARD AND COMMITTEE REPORTS

Commissioner Agnes Queen and County Clerk Cindy Rowan attended the Fire Association meeting on December 19, 2016. The fire levy was discussed.

Commission President Patrick Boyle, Commissioners Agnes Queen and Rod Wyman, County Clerk Cindy Rowan and County Administrator Cindy Whetsell participated with the opening of the time capsule to celebrate Lewis County's 200<sup>th</sup> Birthday.

County Clerk Cindy Rowan, Commissioner Agnes G. Queen and County Administrator Cindy Whetsell attended the annual holiday dinner.

County Clerk Cindy Rowan and County Administrator Cindy Whetsell attended the State vs Myers case. Mr. Myers was incarcerated on that day. The commission is pursuing a civil suit for wrongful transfer of property to recoup expenses for the care of the horses. County expenses incurred will be taken from the sale of the horses and the balance will be credited to the restitution owed by Mr. Myers.

County Administrator Cindy Whetsell attended the swearing in of the newly elected officials.

Commissioners Rod Wyman and Agnes G. Queen and County Clerk Cindy Rowan attended the Appalachian Glass holiday celebration.

# IN RE: APPROVAL OF AGREEMENT FOR STREAM RESTORATION, BANK STABILIZATION AND BLOCKAGE REMOVAL

The Lewis County Commission signed a 2016 agreement with the West Virginia Conservation Agency and the West Fork Conservation Agency that would allow quicker response to stream. restoration, bank stabilization and blockage removal during emergencies. The commission is asked to reenter into this agreement for 2017. On motion of Agnes G. Queen, second by Rod Wyman, vote unanimous to approve signing the agreement. Agreement is recorded in Miscellaneous Book 20 Page 146.

#### IN RE: APPROVAL OF THE NORTH CENTRAL REGIONAL EMS, INC. ANNUAL ASSESSMENT

North Central Regional Emergency Medical Service, Inc. requests Lewis County contribute an annual assessment in the amount of \$818.60. Lewis County has contributed in prior years. This is based on a population of 16,372 X .05 per capita. The support for this agency provides continuing education for Emergency Medical Service Providers, National Emergency Medical Service Week Activities and Scholarships for Emergency Medical trainees. On motion of Agnes G. Queen, second by Rod Wyman, vote unanimous to approve the invoice.

#### IN RE: EMPLOYEES MILEAGE REIMBURSEMENT RATE

The Internal Revenue Service mileage reimbursement rate effective January 1, 2017 is 53.5 cents per mile, a decrease from 54 cents per mile. Upon motion of Agnes G. Queen, second by Rod Wyman, vote unanimous to set the 2017 Lewis County mileage reimbursement rate of 53 cents per mile.

# IN RE: POSTPONE THE LEWIS COUNTY FIRE BOARD REQUEST FOR FIRE LEVY SPECIAL ELECTION

County Administrator Cindy Whetsell informed the commission that the Lewis County Fire Board has requested agenda item regarding the Fire Levy Special Election be postponed. On motion of Agnes G. Queen, second by Rod Wyman, vote unanimous to postpone the Agenda item regarding the Fire Levy Special Election.

**REGULAR** 

SESSION: TUESDAY, JANUARY 3, 2017, 10:00 A.M., LEWIS COUNTY COURTHOUSE

#### IN RE: ECONOMIC DEVELOPMENT AUTHORITY UPDATE

Michael Herron, Executive Director, Economic Development Authority reported the following:

- 1. Atlantic Pipeline update.
- 2. Lewis County Economic Development Authority Annual meeting to be held January 25, 2017, to elect officers, nominate board members and review by-laws.
- 3. Public Service Commission is close to decision for the Northwest Water Project to go to bid.
- 4. Update on the Natural Gas Industry and Mr. Herron's thoughts on the industry in 2017.

5.

#### IN RE: TIMESHEETS SIGNED FOR LUCINDA WHETSELL AND MICHAEL HERRON

December timesheets for Lucinda A. Whetsell and Michael Herron were presented to the commission for signature. On motion of Agnes G. Queen, second by Rod Wyman, vote unanimous to sign the timesheets.

#### IN RE: APPROVAL OF TRANSFER OF COMPENSATORY/ANNUAL TIME TO SICK TIME

As per the Lewis County Personnel Policies and Procedures Handbook the following employees request compensatory time and/or annual leave be converted to sick leave:

Lucinda A. Whetsell – 2.5 hours annual leave and 76.5 compensatory hours

Deputy ZM Lopez – 42 hours annual

Tom Alkire – 64 hours annual

Garry DeMoss - 168 hours annual

Randall Bush – 16 hours annual and 85 hours compensatory hours

On motion of Agnes G. Queen, second by Rod Wyman, vote unanimous to approve the requested conversion of hours.

#### IN RE: RECESS ORDERS

On motion of Agnes G. Queen, second by Rod Wyman, vote unanimous to approve the following actions taken by the Lewis County Clerk, Cynthia S. Rowan, in recess of the County Commission from December 15, 2016 to December 28, 2016:

#### Wills Lodged:

Dorothy Lou Keen, deceased Virginia Irene Roberts, deceased

#### Wills Probated:

Rosa Lee Cayton, deceased Josephine F. Determan, deceased Urma N. Hull, deceased Lawson M. Smith, deceased Charles Rankin Roberts, deceased SESSION: TUESDAY, JANUARY 3, 2017, 10:00 A.M., LEWIS COUNTY COURTHOUSE

## Qualifications Orders Granted:

Loretta J. Nolan aka Loretta Nolan qualified as Executrix of the estate of Rosa Lee Cayton, deceased

Jeffrey Brown qualified as Executor of the estate of Genevieve L. Yerkey, deceased Alicia A. Law qualified as Executrix of the estate of Josephine F. Determan, deceased

Ruth M. Farrell qualified with bond as Administratrix of the estate of David Keith Farrell, deceased

Kathy Sue Hull nka Kathryn Sue Clevenger qualified with bond as Administratrix CTA of the estate of Urma N. Hull, deceased

Anna Julia Smith qualified as Executrix of the estate of Lawson M. Smith, deceased John Lee Roberts qualified as Executor of the estate of Charles Rankin Roberts, deceased

#### IN RE: ESTATE ANNUAL APPROVAL AND/OR 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. On motion of Agnes G. Queen, second by Rod Wyman, vote unanimous, to approve annual settlement and/or closure of the following estates:

Zelma M. Bailey, deceased, Affidavit and Waiver of Final Settlement of said Estate, Deborah M. Larger, Executrix

Burl Edward Allen, deceased, Affidavit and Waiver of Final Settlement of said Estate, Frank Lee Bragg, Executor

Eva R. Means, deceased, Commissioner's Report and Waiver of Accounting and Final Settlement, Patricia J. Bush, Executrix, Charles C. Hathaway, Fiduciary Commissioner

Randy L. King, deceased, Affidavit and Waiver of Final Settlement of said Estate, Denton M. King aka Denton King, Executor

Jack L. Beck, deceased, Affidavit and Waiver of Final Settlement of said Estate, David L. Beck, Executor

Roy Ammons, deceased, Affidavit and Waiver of Final Settlement of said Estate, Patrick Timothy Ammons, Executor

Harold Vance Ellis, deceased, Affidavit and Waiver of Final Settlement of said Estate, Susan A. Murphy, Executrix

### IN RE: APPROVAL OF ORDERS (MINUTES) FOR DECEMBER 19, 2015 MEETING

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

REGULAR

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

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

#### **HOME CONFINEMENT CLAIMS**

ORDERED, that drafts be issued payable out of the 2017, Levy, HOME CONFINEMENT FUND for the following Amounts and to the parties hereinafter named, account of CLAIMS filed for payment as following:

2505 Track Group 12/19/2016 2,823.50 Home Confinement Fund Total 2,823.50

#### ASSESSOR VALUATION CLAIMS

ORDERED, that drafts be issued payable out of the 2017, Levy, ASSESSOR VALUATION FUND for the following Amounts and to the parties hereinafter named, account of CLAIMS filed for payment as following:

3143 Dwight T. Goff 12/19/2016 6,300.00
Assessor Valuation Fund Total 6,300.00

#### **DOG AND KENNEL CLAIMS**

ORDERED, that drafts be issued payable out of the 2017, Levy, DOG AND KENNEL FUND for the following Amounts and to the parties hereinafter named, account of CLAIMS filed for payment as following:

 2768
 Guttman Oil Company
 12/19/2016
 65.43

 Dog & Kennel Fund
 Total
 65.43

### **E-911 EMERGENCY COMMUNICATION CLAIMS**

ORDERED, that drafts be issued payable out of the 2017, Levy, E-911 EMERGENCY COMMUNICATION FUND for the following Amounts and to the parties hereinafter named, account of CLAIMS filed for payment as following:

8265	Biser's Radio Service	12/19/2016	2,519.00
8266	<b>Guttman Oil Company</b>	12/19/2016	42.90
	E911 Fund	Total	2,561.90

#### **MAGISTRATE COURT CLAIMS**

ORDERED, that drafts be issued payable out of the 2017, Levy, MAGISTRATE COURT FUND for the following Amounts and to the parties hereinafter named, account of CLAIMS filed for payment as following:

2033	General County Fund	12/19/2016	1,689.00
	Magistrate Court Fund	Total	1,689.00

**REGULAR** 

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### MISCELLANEOUS CLAIMS

ORDERED, that drafts be issued payable out of the 2017, Levy, GENERAL COUNTY FUND for the following Amounts and to the parties hereinafter named, account of CLAIMS filed for payment as following:

516	Donald Beane	12/23/2016	134.00
517	John W. Carroll	12/23/2016	67.00
518	David H. Coffman	12/23/2016	278.00
519	Kimberly Heater	12/23/2016	181.40
520	Samuel U. Hicks	12/23/2016	126.25
521	Wilma McKee	12/23/2016	4.00
522	G. W. Morris, II	12/23/2016	652.25
523	Michael Smith	12/23/2016	810.00
524	Mary Lou Myers	12/23/2016	67.00
<b>52</b> 5	David Parks	12/23/2016	8.00
526	Diana Posey	12/23/2016	259.25
527	Robert A. Rinehart	12/23/2016	63.25
528	Deena D. Saeler	12/23/2016	199.25
529	Debbie Scarff	12/23/2016	71.00
530	Marcia Todd	12/23/2016	8.00
531	Janice Whitehair	12/23/2016	350.75
532	Donna S. Wolfe	12/23/2016	169.47
72707	Buckhannon Stockyards	12/19/2016	1,450.00
72708	Guardian	12/19/2016	3,633.30
72709	Guttman Oil Company	12/19/2016	748.28
72710	Miller Communications	12/19/2016	15,621.74
72711	WV Reg. Jail & Corr. Fac	12/19/2016	77,007.00
72712	Suds R Us Laundry	12/19/2016	154.96
72713	UniFirst Corporation	12/19/2016	469.64
72714	WV American Water Com	12/19/2016	928.03
	General County Fund	Total	103,461.82

### IN RE: CHECKS RECEIVED

AT & T Corp	\$112.00
Bandwidth	\$10.50
BullsEye	\$5.25
City of Weston	\$3,000.00
Compliance	\$94.50
Frontier	\$6,283.16
Frontier	1,447.97
Granite	\$224.00
Taxconnex	\$8.75
Level 3	\$21.00
Lumos	\$339.93
MCIMetro	\$5.25
Compliance	\$5.25
Procom	\$25.30
Shentel	\$2,347.12
Shentel	\$2,358.77
Taxconnex	\$26.25
Vonage	26.25

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Vonage	110.25
Sheriff of Gilmer co	155.75
Sheriff of Gilmer co	3,347.18
State of WV	6,187.50
Prudential	140.00
State of WV	8.00
LC Park	597.46
Dog and Kennel	205.00
Magistrate Court	100.00
LC BOE	4,779.81

# Lewis County Commission Pay Ending December 31, 2016 (Checks)

CHECK NO	NAME		Gross Pay	T. D.	Net Pay
40810	DeMoss, Garry L.		1,362.50	331.45	1,031.05
40811	Shakespeare, Michael		751.95	354.02	397.93
40812	Carroll, John W.		1,302.00	310.32	991.68
40813	Ryder, Nancy L.		827.67	232.59	595.08
40814	Shackleford, Vera C.		827.67	284.80	542.87
40815	Shackleford, Rocky J		823.33	343.16	480.17
TOTAL			5,895.12	1,856.34	4,038.78
COUNT		6			

Lewis County Commission
Pay Ending December 31, 2016 (Direct Deposit)

CHECK NO	NAME	Gross Pay	T. D.	Net Pay
813626	Queen, Agnes G.	1,663.21	572.52	1,090.69
813627	Boyle, Patrick D	1,663.21	547.91	1,115.30
813628	Corathers, Phyllis L	1,458.33	434.76	1,023.57
813629	Whetsell, Lucinda A.	2,354.17	706.31	1,647.86
813630	Fealy, Thomas V.	1,663.21	834.74	828.47
813631	Rowan, Cynthia S.	2,494.79	759.72	1,735.07
813632	Poling, Stella Wood	1,506.38	444.31	1,062.07
813633	Hull, Debra Ann	2,354.17	992.48	1,361.69
813634	Justice, Nancy A	1,300.00	407.72	892.28
813635	Lockwood, Rebekah A	1,162.50	404.86	757.64
813636	Kramm, Linda J	1,150.00	428.78	721.22
813637	Cole, Terri Leigh	1,125.00	358.33	766.67
813638	Parks, Lisa J	1,125.00	406.66	718.34
813639	Hinzman, John B.	2,494. <b>7</b> 9	1,031.27	1,463.52
813640	Smith, Sandra L.	1,715.54	616.16	1,099.38
813641	Simmons, Amy D.	1,406.38	449.95	956.43
813642	Riffle, Joan L.	1,406.38	524.49	881.89
813643	Posey, Michelle F	1,125.00	329.10	795.90

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813644	Gissy, Adam. M	2,048.21	615.80	1,432.41
813645	Butcher, Brittany Ly	1,520.83	561.98	958.85
813646	Stark, Debra A.	1,431.38	567.25	864.13
813647	Davidson, Roberta A.	1,431.38	462.07	969.31
813648	Revis, Crystal Haugh	1,453.13	376.55	1,076.58
813649	Flanigan, Christina	4,302.67	1,426.91	2,875.76
813650	Pritt, Amy M.	1,750.00	531.18	1,218.82
813651	Morris, Robert M.	2,100.00	535.40	1,564.60
813652	Jones, Tammy D	1,550.63	448.21	1,102.42
813653	Hall, Kurt W.	3,333.33	964.56	2,368.77
813654	Kelley, Timothy C.	2,048.21	802.72	1,245.49
813655	Foster, Gary B.	1,816.00	632.49	1,183.51
813656	Helmick, Vivian J.	1,863.54	583.17	1,280.37
813657	Mace, Paula G.	1,816.00	545.21	1,270.79
813658	Snyder, Richard R.	1,753.33	554.69	1,198.64
813659	Riffle, Timothy A.	1,753.33	644.90	1,108.43
813660	Ammons, Patrick W	1,529.17	396.73	1,132.44
813661	Allman, Cynthia Dawn	1,152.08	326.25	825.83
813662	Brown, Annie J.	1,152.08	332.93	819.15
813663	Fisher, Lindsey Rene	340.00	55.84	284.16
813664	Harris, Tammy C.	1,354.17	372.53	981.64
813665	Winans, Barbara E.	1,250.00	491.55	758.45
813666	Bragg, Crystal D.	1,431.38	458.13	973.25
813667	Attanasio, Harriett	696.16	167.97	528.19
813668	Stout, Ricky E.	1,654.17	533.56	1,120.61
813669	Frazier Jr, Joseph C	1,637.50	633.25	1,004.25
813670	Reed, David Wilson	1,025.00	293.07	731.93
813671	Herron, Michael D	2,341.67	755.89	1,585.78
813672	Hyre, Randall W	2,017.70	679.65	1,338.05
813673	Moneypenny, Chadwick	1,734.37	509.38	1,224.99
813674	Carpenter, Elijah E	1,638.54	555.05	1,083.49
813675	Blake, Martha A.	1,406.38	369.93	1,036.45
813676	Moran, Joseph R	1,638.54	496.92	1,141.62
813677	Lopez, Zachary M	1,638.54	496.92	1,141.62
813678	Tonkin, John S	1,628.13	551.38	1,076.75
813679	Clark Jr, Edward W	1,628.13	547.82	1,080.31
813680	Hendershot, Bo D	1,628.13	555.02	1,073.11
813681	Carey, Jason S	1,628.13	493.23	1,134.90
813682	Hummel, Abraham. J	1,544.79	492.31	1,052.48
813683	Minney, Jacob Isac	1,544.79	492.31	1,052.48
813684	VanMeter, Jacob S	1,519.79	485.20	1,034.59
813685	Bush, Randall L.	1,383.83	432.61	951.22
813686	Godwin, Erin Lynn	1,275.00	485.11	789.89
813687	Rowan, William. F.	2,767.70	1,260.13	1,507.57
813688	Gum, James W.	1,921.85	782.96	1,138.89
813689	Corathers, Robert M	975.00	261.12	713.88
813690	Lewis, James K	1,026.98	295.01	731.97
813691	Thomas, Charlene R.	1,737.48	515.52	1,221.96
813692	Stalnaker, Roberta J	1,358.52	473.10	885.42
813693	Tatman, Martha L.	1,286.19	463.11	823.08
813694	Moneypenny, Steven M	1,153.33	311.22	842.11
813695	Collins, Jaime Anne	1,222.66	351.83	870.83
813696	Moran, Patricia L	1,177.31	453.17	724.14
813697	Rogucki, Eric S.	1,148.31	413.31	735.00
813698	Slaughter, Lesley W.	1,116.98	376.60	740.38
813699	Tomey, Patrick L.	1,181.27	368.05	813.22
813700	Hughes, Thomas E.	1,430.00	485.31	944.69

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04070:					
813701	Spray II, Joseph R.	2,000.00	644.49	1,355.51	
813702	Romel, Sheila A.	827.67	247.59	580.08	
813703	Norman, Randall A.	827.67	294.17	533.50	
813704	Roy, Kenneth E.	1,126.67	561.10	565.57	
813705	Abbott, Kenneth R	1,430.00	457.90	972.10	
813706	Taylor, James Clyde	2,250.00	879.96	1,370.04	
813707	Starkey, Christopher	823.33	261.63	561.70	
813708	Quinn, Damon Michael	823.33	238.56	584.77	
813709	Queen, Meredith K	1,430.00	582.85	847.15	
813710	Trippett, Donovan F.	823.33	448.65	374.68	
813711	Simmons, Jeffrey W	1,343.33	422.84	920.49	
813712	Snyder, John J.	1,406.37	497.49	908.88	
813713	Cayton, Michael D.	1,734.37	581.99	1,152.38	
813714	Kirkpatrick, Charles	1,642.70	564.17	1,078.53	
813715	Bowyer, Marcia A.	1,372.41	462.23	910.18	
813716	Bleigh Jr, Lester M	1,275.00	530.56	744.44	
813717	McAtee, James H	1,570.83	568.61	1,002.22	
813718	Williams, Brycen S	576.80	92.79	484.01	
813719	Lough Jr, James C	692.16	112.06	580.10	
813720	Franklin, Michael R	461.44	61.78	399.66	
813721	Alkire, Thomas J.	1,362.50	455.16	907.34	
813722	Stutler Jr., James R	400.00	82.60	317.40	
TOTAL		146,261.69	48,823.32	97 <b>,438.37</b>	
COUNT	97				

## IN RE: MOTION TO ADJOURN MEETING

On motion of Rod Wyman, second by Agnes G. Queen, vote unanimous to adjourn the meeting at 12:14  $\Lambda.M.$ 

Given under my hand this 3<sup>rd</sup> day of January, 2017.

ORDERED, That this Commission doth now adjourn until Monday, January 9, 2017.

resident