

**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, January 3, 2017.

Robert M. Corathers Lewis-Gilmer E-911 Telecommunicator having appeared this day to receive the oath of office by the Clerk of the County Commission, Cynthia S. Rowan. Recorded in the Oath of Office Book 2, page 285.

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, January 3, 2017.

Richard R. Snyder, Deputy Assessor having appeared this day to receive the oath of office by the Clerk of the County Commission, Cynthia S. Rowan. Recorded in the Oath of Office Book 2, page 286.

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 Wednesday, January 4, 2017.

Sandra L. Smith, Chief Deputy Circuit Clerk and Amy D. Simmons, Joan L. Riffle and Michelle F. Posey, Deputy Circuit Clerks having appeared this day to receive the oath of office by the Clerk of the County Commission, Cynthia S. Rowan. Recorded in the Oath of Office Book 2, pages 289; 290; 291.

Attest:

Cynthia S. Rowan Clerk

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

State of West Virginia;

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In the office of the Clerk of the County Commission of the said County of Lewis, in the recess of said Commission on Wednesday, January 4, 2017.

Lester M. Bleigh, Jr., Security Officer and James H. McAtee, Chief Security Officer, having appeared this day to receive the oath of office by the Clerk of the County Commission, Cynthia S. Rowan. Recorded in the Oath of Office Book 2, page 293; 294.

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 Wednesday, January 4, 2017.

Charlene R. Thomas, Roberta J. Stalnaker, and Patricia L. Moran, Lewis-Gilmer E-911 Supervisors having appeared this day to receive the oath of office by the Clerk of the County Commission, Cynthia S. Rowan. Recorded in the Oath of Office Book 2, page 310; 311; 312.

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 Wednesday, January 4, 2017.

Elijah E. Carpenter, Deputy Sheriff having appeared this day to receive the oath of office by the Clerk of the County Commission, Cynthia S. Rowan. Recorded in the Oath of Office Book 2, page 313.

Attest:

Cynthia S. Rowan Clerk

**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 Thursday, January 5, 2017.

Eric S. Rogucki, Lewis-Gilmer E-911 Supervisor, having appeared this day to receive the oath of office by the Clerk of the County Commission, Cynthia S. Rowan. Recorded in the Oath of Office Book 2, page 314.

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 Thursday, January 5, 2017.

Abraham J. Hummel and Bo D. Hendershot, both being Deputy Sheriff, having appeared this day to receive the oath of office by the Clerk of the County Commission, Cynthia S. Rowan. Recorded in the Oath of Office Book 2, page 315; 316.

Attest:

Cynthia S. Rowan Clerk

**ORDERS - - - BOARD OF COMMISSIONERS, LEWIS COUNTY
REGULAR
SESSION: MONDAY, JANUARY 9, 2017, 10:00 A.M., LEWIS COUNTY COURTHOUSE**

Commission sat pursuant to adjournment of Tuesday, January 3, 2017.
PRESENT: Honorable Patrick D. Boyle, President and Agnes G. Queen and
Roderick B. Wyman, Commissioners.

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 Agnes G. Queen second by Roderick B. Wyman, vote unanimous, the following amounts were released.

Jesse L. Prunty	2016	\$ 38.56
Jesse L. Prunty	2016	\$455.68

IN RE: MINUTES, INVITATIONS, NOTIFICATIONS, CORRESPONDENCE

- 1. Upshur County Commission Meeting Agenda** – The Upshur County Commission meeting agenda for Thursday, January 5, 2017 was filed.
- 2. Sheriff’s Monthly Vehicle Report for December, 2016** – The Sheriff’s Monthly Vehicle Report for December, 2016 including mileage and maintenance for the fleet was filed.
- 3. Lewis County Convention and Visitor’s Bureau Meeting Minutes and Agenda** – The Lewis County Convention and Visitor’s Bureau November 1, 2016 meeting minutes and agenda for the January 3, 2017 meeting were filed.

IN RE: BOARD AND COMMITTEE REPORTS

Commissioner Agnes Queen photographed the time capsule items on Wednesday and is working on cataloging.

Commissioner Roderick B. Wyman attended the Lewis County Fire Board meeting. They changed the wording on the proposed levy and sent it to the prosecuting attorney for approval.

President Patrick D. Boyle attended the Lewis County Convention and Visitor’s Bureau meeting. It was a three-hour meeting.

IN RE: REPAIRS TO THE PROCESS SERVER’S VEHICLE

County Administrator Cindy Whetsell said this is no longer an issue. Assessor John Breen decommissioned a Dodge Nitro and transferred it to the Process Server. Next fiscal year he will replace the other Dodge Nitro and it will be transferred to the E-911 Center. The commission expressed their appreciation to Assessor John Breen.

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

SESSION: MONDAY, JANUARY 9, 2017, 10:00 A.M., LEWIS COUNTY COURTHOUSE

IN RE: LEWIS COUNTY MAINTENANCE CONTRACT ADVERTISEMENT

The Lewis County Commission has bid the maintenance work for the Sheriff's Department and E-911/Office of Emergency Management Vehicles for the past few years. A draft advertisement and service detail is presented for review and consideration of the Commission. On motion of Roderick B. Wyman, second by Agnes G. Queen, vote unanimous to approve the draft as presented.

IN RE: LAW ENFORCEMENT OVERTIME USAGE CHART

Sheriff Adam Gissy has prepared an overtime usage chart for law enforcement hours from July, 2016 to November, 2016. The Sheriff requests the County Commission consider revising his overtime budget to offset some of the extraordinary circumstances that his department has incurred. On motion of Agnes G. Queen, second by Roderick B. Wyman, vote unanimous to table until the January 17th meeting to allow further information to be obtained at a budget workshop on January 12, 2017.

IN RE: RESIGNATION OF SHARON ROSS AS A MEMBER OF THE LEWIS COUNTY FIRE BOARD AND APPROVAL OF MARISSA AMAN AS REPLACEMENT

The Lewis County Fire Board has received a letter of resignation from Sharon Ross. The Commission is asked to approve this resignation. Additionally, the Lewis County Fire Board is requesting approval of Marissa L. Aman as replacement. On motion of Roderick B. Wyman, second by Agnes G. Queen, vote unanimous to approve the requests. Ms. Aman's unexpired term will expire June 30th, 2018.

IN RE: ECONOMIC DEVELOPMENT AUTHORITY UPDATE

None

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:

Joyce Helmick	24 hours annual
Sandra Smith	68 hours annual
Amy Simmons	40 hours annual
Joan Riffle	56 hours annual
Michael Cayton	36 hours annual
Terri Cole	.5 hours annual

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

ORDERS - - - BOARD OF COMMISSIONERS, LEWIS COUNTY**REGULAR****SESSION: MONDAY, JANUARY 9, 2017, 10:00 A.M., LEWIS COUNTY COURTHOUSE**

IN RE: RECESS ORDERS

On motion of Agnes G. Queen, second by Roderick B. 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 29, 2016 to January 5, 2017:

Wills Probated:

Cledith James Taylor, deceased

Qualifications Orders Granted:

Carol Taylor qualified as Executrix of the estate of Cledith James Taylor, deceased
 Jerry Kirk and Francene Kirk qualified as Co-Executor and Co-Executrix of the estate (reopened) of Frances McCue aka Frances McCue Wilfong, deceased

Estates Referred:

Estate of Alicia M. Rogers, deceased, referred to Charles C. Hathaway, Fiduciary Commissioner

Oaths by Clerk:

Robert M. Corathers, Lewis-Gilmer E-911 Telecommunicator, Oath of Office Bk 2, Page 285
 Richard Snyder, Deputy Assessor, Oath of Office Book 2, Page 286
 Sandra L. Smith, Chief Deputy Circuit Clerk, Oath of Office Book 2, Page 289
 Amy D. Simmons, Deputy Circuit Clerk, Oath of Office Book 2, Page 290
 Joan L. Riffle, Deputy Circuit Clerk, Oath of Office Book 2, Page 291
 Michelle F. Posey, Deputy Circuit Clerk, Oath of Office Book 2, Page 292
 Lester M. Bleigh, Jr., Security Officer, Oath of Office Book 2, Page 293
 James H. McAtee, Chief Security Officer, Oath of Office Book 2, Page 294
 Charlene R. Thomas, Lewis-Gilmer E-911 Supervisor, Oath of Office Book 2, Page 310
 Roberta J. Stalnaker, Lewis-Gilmer E-911 Supervisor, Oath of Office Book 2, Page 311
 Patricia L. Moran, Lewis-Gilmer E-911 Supervisor, Oath of Office Book 2, Page 312
 Elijah J. Carpenter, Deputy Sheriff, Oath of Office Book 2, Page 313

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 Roderick B. Wyman, vote unanimous, to approve annual settlement and/or closure of the following estates:

Velma Heath, deceased, Affidavit and Waiver of Final Settlement of said Estate, Kenneth Heath, Executor

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

SESSION: MONDAY, JANUARY 9, 2017, 10:00 A.M., LEWIS COUNTY COURTHOUSE

IN RE: APPROVAL OF ORDERS (MINUTES) FOR JANUARY 3, 2017 MEETING

On motion of Roderick B. Wyman, second by Agnes G. Queen, vote unanimous, to approve the orders (minutes) as presented.

IN RE: IN-HOUSE BUDGET REVISION APPROVED

The following budget revisions were approved:

001-730-345.0	Security Uniforms	Increase	\$ 100.00
001-730-459.0	Security Equipment	Decrease	\$ 100.00
001-424-222.0	Courthouse Dues & Subscriptions	Increase	\$1,000.00
001-424-215.1	Courthouse Repair/Maint. Bldgs	Decrease	\$1,000.00

IN RE: APPROVAL OF EXPENSES FOR CURRENT PERIOD

On motion of Agnes G. Queen, second by Roderick B. Wyman, vote unanimous, to approve the following expenses (claims):

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:

3144	Bennett Home & Auto, Inc.	01/09/2017	600.00
	ASSESSOR	TOTAL	600.00

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:

2772	Guttman Oil Co	01/09/2017	64.64
	DOG AND KENNEL	TOTAL	64.64

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:

8274	Century Link	01/09/2017	23.15
8275	Daniel Johnston Trucking	01/09/2017	400.00
	E-911	TOTAL	423.15

ORDERS - - - BOARD OF COMMISSIONERS, LEWIS COUNTY**REGULAR****SESSION: MONDAY, JANUARY 9, 2017, 10:00 A.M., LEWIS COUNTY COURTHOUSE**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:

2035	Michael Gissy	01/09/2017	24.95
			24.95
	MAGISTRATE COURT	TOTAL	

CONCEALED WEAPONS CLAIMS

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

893	John Perdue	12/31/2016	270.00
	CONCEALED WEAPONS	TOTAL	270.00

SHERIFF RETIREMENT CLAIMS

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

230058	WV Dep Shf Retirement Sys	01/04/2017	917.00
	DEP SHF RETIREMENT FUND	TOTAL	917.00

GENERAL COUNTY 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:

72729	CNA Surety	01/09/2017	950.00
72730	Companion Life	01/09/2017	152.90
72731	Dominion Hope	01/09/2017	1,352.10
72732	Lewis County Park	01/09/2017	9,625.15
72733	LC Conven. & Visitors Bureau	01/09/2017	18,509.90
72734	Louis Bennett Pub.Library	01/09/2017	3,701.97
72735	Mon Power	01/09/2017	6,590.19
72736	NCREMS, INC.	01/09/2017	818.60
72737	Toshiba Financial Service	01/09/2017	1,908.00
72738	Town of Jane Lew	01/09/2017	5,182.77
72739	WV American Water Company	01/09/2017	90.72
72740	Guttman Oil Co	01/09/2017	663.47
	GENERAL COUNTY	TOTAL	49,545.77

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

SESSION: MONDAY, JANUARY 9, 2017, 10:00 A.M., LEWIS COUNTY COURTHOUSE

Lewis County Commission
January 15, 2017 Payroll (Checks)

CHECK NO	NAME	Gross Pay	TD	Net Pay
40816	DeMoss, Garry L.	1,362.50	331.04	1,031.46
40817	Shakespeare, Michael	132.00	14.05	117.95
40818	Carroll, John W.	1,271.00	300.60	970.40
40819	Ryder, Nancy L.	1,859.39	573.51	1,285.88
40820	Shackleford, Vera C.	1,673.10	570.16	1,102.94
40821	Shackleford, Rocky J	2,497.71	979.91	1,517.80
40822	Shaffer, John M.	675.00	137.85	537.15
TOTAL		9,470.70	2,907.12	6,563.58
COUNT		7		

Lewis County Commission
Pay Ending January 15, 2017 (Direct Deposit)

CHECK NO	NAME	Gross Pay	T. D.	Net Pay
813723	Wyman, Roderick B	1,663.21	526.27	1,136.94
813724	Queen, Agnes G.	1,663.21	575.85	1,087.36
813725	Boyle, Patrick D	1,663.21	551.24	1,111.97
813726	Corathers, Phyllis L	1,458.33	434.34	1,023.99
813727	Whetsell, Lucinda A.	2,354.17	705.48	1,648.69
813728	Rowan, Cynthia S.	2,494.79	758.90	1,735.89
813729	Poling, Stella Wood	1,532.45	452.30	1,080.15
813730	Hull, Debra Ann	2,354.17	969.33	1,384.84
813731	Justice, Nancy A	1,300.00	410.64	889.36
813732	Lockwood, Rebekah A	1,303.34	453.55	849.79
813733	Kramm, Linda J	1,150.00	428.36	721.64
813734	Cole, Terri Leigh	1,125.00	357.91	767.09
813735	Parks, Lisa J	1,125.00	410.00	715.00
813736	Burkhart, Beth A	2,494.79	874.64	1,620.15
813737	Smith, Sandra L.	1,715.54	640.35	1,075.19
813738	Simmons, Amy D.	1,406.38	454.92	951.46
813739	Riffle, Joan L.	1,406.38	548.69	857.69
813740	Posey, Michelle F	1,125.00	332.44	792.56
813741	Gissy, Adam M	2,048.21	613.93	1,434.28
813742	Butcher, Brittany Ly	1,520.83	565.31	955.52
813743	Stark, Debra A.	1,431.38	570.59	860.79
813744	Davidson, Roberta A.	1,431.38	464.23	967.15
813745	Revis, Crystal Haugh	1,453.13	379.46	1,073.67
813746	Flanigan, Christina	4,302.67	1,426.91	2,875.76
813747	Pritt, Amy M.	1,750.00	530.77	1,219.23
813748	Morris, Robert M.	2,100.00	534.57	1,565.43
813749	Jones, Tammy D	1,550.63	451.54	1,099.09
813750	Clevenger, James C	2,650.00	684.07	1,965.93
813751	Breen, John L.	2,056.61	688.95	1,367.66
813752	Foster, Gary B.	1,816.00	632.07	1,183.93
813753	Helmick, Vivian J.	1,863.54	581.29	1,282.25
813754	Mace, Paula G.	1,816.00	544.37	1,271.63
813755	Snyder, Richard R.	1,753.33	558.96	1,194.37

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813756	Riffle, Timothy A.	1,753.33	644.49	1,108.84
813757	Allman, Cynthia Dawn	1,152.08	325.84	826.24
813758	Brown, Annie J.	1,152.08	332.51	819.57
813759	Fisher, Lindsey Rene	380.00	63.89	316.11
813760	Harris, Tammy C.	1,354.17	371.70	982.47
813761	Winans, Barbara E.	1,250.00	494.89	755.11
813762	Bragg, Crystal D.	1,431.38	461.05	970.33
813763	Attanasio, Harriett	389.30	90.81	298.49
813764	Stout, Ricky E.	1,654.17	536.47	1,117.70
813765	Frazier Jr, Joseph C	1,637.50	632.83	1,004.67
813766	Reed, David Wilson	1,025.00	296.41	728.59
813767	Herron, Michael D	2,341.67	754.01	1,587.66
813768	Hyre, Randall W	2,017.70	677.78	1,339.92
813769	Moneypenny, Chadwick	1,974.53	596.04	1,378.49
813770	Carpenter, Elijah E	2,224.65	796.27	1,428.38
813771	Blake, Martha A.	1,406.38	369.09	1,037.29
813772	Moran, Joseph R	1,893.87	587.54	1,306.33
813773	Lopez, Zachary M	1,950.61	607.87	1,342.74
813774	Tonkin, John S	1,656.32	560.93	1,095.39
813775	Clark Jr, Edward W	1,989.90	679.88	1,310.02
813776	Hendershot, Bo D	2,079.17	733.77	1,345.40
813777	Carey, Jason S	1,754.99	537.79	1,217.20
813778	Hummel, Abraham J	1,750.28	565.06	1,185.22
813779	Minney, Jacob Isac	1,691.81	544.12	1,147.69
813780	VanMeter, Jacob S	1,572.41	503.40	1,069.01
813781	Bush, Randall L.	1,382.33	433.62	948.71
813782	Godwin, Erin Lynn	1,275.00	488.44	786.56
813783	Rowan, William F.	2,694.75	1,156.73	1,538.02
813784	Gum, James W.	1,966.95	753.49	1,213.46
813785	Corathers, Robert M	1,245.04	343.06	901.98
813786	Lewis, James K	1,335.08	338.60	996.48
813787	Thomas, Charlene R.	2,946.82	863.66	2,083.16
813788	Stalnaker, Roberta J	2,625.98	894.60	1,731.38
813789	Tatman, Martha L.	2,402.60	842.18	1,560.42
813790	Moneypenny, Steven M	1,153.33	310.80	842.53
813791	Collins, Jaime Anne	1,610.87	451.55	1,159.32
813792	Moran, Patricia L	2,152.87	722.80	1,430.07
813793	Rogucki, Eric S.	2,311.01	773.59	1,537.42
813794	Slaughter, Lesley W.	1,065.00	310.35	754.65
813795	Tomey, Patrick L.	2,980.83	999.85	1,980.98
813796	Hughes, Thomas E.	2,172.50	769.91	1,402.59
813797	Spray II, Joseph R.	2,000.00	647.83	1,352.17
813798	Romel, Sheila A.	2,088.67	700.24	1,388.43
813799	Norman, Randall A.	2,403.93	900.16	1,503.77
813800	Roy, Kenneth E.	3,671.42	1,638.16	2,033.26
813801	Abbott, Kenneth R	4,239.13	1,682.72	2,556.41
813802	Taylor, James Clyde	2,250.00	878.09	1,371.91
813803	Starkey, Christopher	1,735.33	569.64	1,165.69
813804	Garvin II, Richard L	1,315.75	413.68	902.07
813805	Quinn, Damon Michael	2,234.08	758.61	1,475.47
813806	Queen, Meredith K	3,533.75	1,601.81	1,931.94
813807	Trippett, Donovan F.	1,927.71	844.99	1,082.72
813808	Simmons, Jeffrey W	1,963.33	655.01	1,308.32
813809	Snyder, John J.	1,411.87	498.77	913.10
813810	Cayton, Michael D.	1,734.37	584.91	1,149.46

**ORDERS - - - BOARD OF COMMISSIONERS, LEWIS COUNTY
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813811	Kirkpatrick, Charles	1,642.70	563.75	1,078.95
813812	Bowyer, Marcia A.	1,372.41	465.56	906.85
813813	Bleigh Jr, Lester M	1,275.00	533.90	741.10
813814	McAtee, James H	1,570.83	568.19	1,002.64
813815	Williams, Brycen S	576.80	92.58	484.22
813816	Lough Jr, James C	634.48	98.88	535.60
813817	Franklin, Michael R	692.16	111.64	580.52
813818	Alkire, Thomas J.	1,362.50	454.33	908.17
813819	Stutler Jr., James R	410.00	83.67	326.33
TOTAL		171,729.16	57,677.02	114,052.14
COUNT	97			

IN RE: CHECKS RECEIVED

AT & T		\$12.54
LC EMS		\$43,230.13
Kathy Daley	Flood plain	\$15.00

IN RE: MOTION TO ADJOURN MEETING

On motion of Agnes G. Queen, second by Roderick B. Wyman, motion passing to adjourn the meeting at 11:05 A.M.

Given under my hand this 9th day of January, 2017.

ORDERED, That this Commission doth now adjourn until Tuesday, January 17, 2017.


President