

COUNTY COMMISSION OF LEWIS COUNTY

110 Center Avenue
Weston WV 26452
Phone:(304)269-8200
FAX: (304)269-2416
Email:lewiscountycommission@lewiscountywv.org
Website: lewiscountywv.org



COMMISSIONERS:
Bobby Stewart, President
Agnes Queen, Commissioner
Rod Wyman, Commissioner

**LEWIS COUNTY COMMISSION
110 CENTER AVENUE, 2ND FLOOR
WESTON, WV 26452
AMENDED MEETING AGENDA
Tuesday, June 11, 2024**

SILENT MEDITATION AND PLEDGE OF ALLEGIANCE

- 1. 10:00 AM** **Call Meeting to Order** (*action required*)
- 2. 10:00 AM** **John Breen, Lewis County Assessor**
RE: Exonerations, Consolidations, Apportionments
Draft copies will be available for review two business days prior to the meeting date. (*action required*)

APPOINTMENTS

No Appointments Scheduled

CORRESPONDENCE

- 3. Upshur County Commission Meeting Agenda:** The June 6, 2024 Upshur County Commission meeting agenda is presented for review. (*information only*)
- 4. Lewis-Gilmer E-911 Monthly Report:** The May 2024 Lewis-Gilmer E-911 report is presented for review. (*information only*)
- 5. Hazard Mitigation Plan Approval:** A letter from the Federal Emergency Management Agency (FEMA) is presented for review. This letter is to confirm approval of the County Hazard Mitigation Plan. (*information only*)
- 6. State of West Virginia Division of Corrections & Rehabilitation:** The Regional Jail invoice for the Month of May 2024 in the amount of \$40,666.36 is presented for review. The invoice amount for April 2024 was \$31,827.52. The invoice amount for May 2023 was \$50,855.50. As of May 31, 2024 Lewis County has been billed for 9,555 jail beds during fiscal year 2024. The County rate has now increased to the highest daily rate in the amount of \$65.38 until the next fiscal year when the cycle starts over again. (*information only*)
- 7. Board(s) and Committee(s) Reports:** Commissioners will give reports on any board(s) or committee(s) meeting attended including: Weston Neighborhood Watch, Lewis County Community

Foundation Fund Advisory Board, Weston Farmers Market, Weston Carp Festival, 911 Advisory Board, Alum Bridge Neighborhood Watch, County Commissioners Association of West Virginia Annual meeting at Stonewall Resort etc.

BUSINESS

- 8. Lewis County Park Director Request to Hire:** Director, Josh Hinchman, requests to hire Mallory Hughes as a Lifeguard working up to 40 hours a week at \$10.25 an hour starting June 11, 2024. Cody Hinkle and Bryan McCourt as Maintenance Workers working up to 40 hours a week at \$11.00 an hour, starting day will be June 12, 2024. *(action required)*
- 9. Lewis County Sheriff Funding Request:** Lewis County Sheriff, Dave Gosa, submits a funding request in the amount of \$5,000,00 for the 2024 West Virginia Sheriffs' Youth Leadership Academy held at Glenville State University and hosted by the Lewis County Sheriff's Office. *(action required)*
- 10. Lewis County Sheriff's Service of Process Fee Per SB240:** Lewis County Sheriff, David Gosa, requests an increase from \$25.00 to \$30.00 per paper served to reflect the current state code. *(action required)*
- 11. Lewis County Ambulance Authority Membership Appointment:** James Taylor, Director of the Lewis County EMS, requests John Carroll be appointed to fill a vacant unexpired term for Reggie Hawver. If approved the term of office will expire December 31, 2024. This item was tabled at the June 4, 2024 Commission meeting pending further investigation of by-laws. *(action required)*
- 12. Requisition for Wes Banco for Construction costs for the New E-911 Center:** The Commission will consider the approval of a requisition in the amount of \$217,507.95. *(action required)*
- 13. Requisition for Wes Banco for Construction costs for the New E-911 Center:** The Commission will consider the approval of a requisition in the amount of \$294,878.69. *(action required)*
- 14. Safe Sites and Structures Committee:** A Citation for the property located at 2681 Sassafras Road, Weston, WV 26452 is presented for review and determination of action. This item was tabled at the June 4, 2024 Commission meeting pending further investigation of recorded deed to the property. *(action required)*
- 15. State Budget Revision:** A final fiscal year 2024 State budget revision for the General County Fund and Coal Severance fund is presented for review and consideration. *(action required)*
- 16. Time Sheets, Leave Requests:** No Leave Requests

ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:

- 17. Actions of the Clerk:** County Clerk Cynthia S. Rowan presents actions of the clerk in recess of the county commission for approval. Draft copies will be available for review upon request two business days prior to the meeting date. *(action required)*
- 18. Approval of Estates:** County Clerk Cynthia S. Rowan presents the estates ready for settlement to the Lewis County Commission for approval. Draft copies will be available for review upon request two business days prior to the meeting date. *(action required)*
- 19. Presentation by the County Clerk of the Orders of Prior Meeting(s):** The Lewis County Clerk presents the Orders (minutes) of previous Lewis County Commission meeting(s) for approval. Draft

copies will be available for review upon request two business days prior to the meeting date. (*action required*)

20. Expenses for the Current Period Presented for Consideration of Payment: Draft copies will be available for review upon request two business days prior to the meeting date. (*action required*)

ADJOURNMENT:

21. With no further action being required by the Lewis County Commission the meeting will be adjourned. (*action required*)

LEWIS COUNTY COMMISSION MEETING MANAGEMENT

- Regular meeting agendas will be posted and available to the public before closure two (2) business days prior to the meeting date.
- Agenda matters to be reviewed and/or considered during the meeting are at the discretion of the Lewis County Commission.
- Appointments to speak with the county commission must be scheduled before 10 AM three (3) business days prior to the meeting. Appointments will be given a ten (10) minute time allowance.
- Agenda Items may require an executive session.
- Open discussion by Commission unless executive session is motioned per WV Code §6-9A-4.
- Input or recommendation from constitutional officers, staff or public that is not listed by name on the agenda will only be allowed if requested by the commission or required by statute.
- Those not scheduled on the agenda may sign up for public comment at a minimum fifteen (15) minutes prior to the start of the meeting. Public comment is limited to five (5) minutes per speaker.
- Motion required for consideration of vote.
- All votes unanimous unless otherwise stated.
- Roberts Rules of Order is utilized as a guide only. The Commission controls meeting management, discussion and input.
- Commissioners may participate and vote via conference call if two (2) commissioners are in attendance.

Additional Notices

No additional Meetings Scheduled

IN THE COUNTY COMMISSION OF LEWIS COUNTY, WV

The Lewis County Commissioners hereby order the following applications taken by the Lewis County Assessor, John L. Breen, approved by the Prosecuting Attorney be approved:

Erroneous Assessments:

No Exonerations for the Meeting June 11, 2024

Commission Meeting 06/11/2024

Approved this the day of , 2024.

President, Lewis County Commission

Upshur County Commission Meeting Agenda

Agenda packets are available electronically at http://www.upshurcounty.org/agenda_and_minutes/index.php or by request to the Upshur County Commission Office at 304-472-0535.

Location: Upshur County Courthouse Annex
If you prefer to participate by telephone, please dial 1-408-650-3123 Access Code: 272 564 045 to enter the conference call.

Date of Meeting: June 6, 2024

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:

- May 23, 2024
- May 29, 2024 Special Meeting

11:00 a.m. Conduct property inspections per WV Code § 7-1-5

1:00 p.m. James W. Curry Capital Improvement Project work session at James W. Curry library (no decisions will be made)

Items for Discussion / Action / Approval:

1. Approval and signature of Oath and Certificates for the personal property books and real land books. *
Under separate cover
2. Review and signature of WV Communities Self Insurance Risk Pool Coverage Intent Form. The total annual contribution including workers' compensation is \$226,939. *
3. Review and signature of Metis Property Valuation Report – Statement of Values Form. *
4. Approve County Financial Institutions as Depositories as Required by WV Code §7-6-1 --- Freedom Bank, First Community Bank, JP Morgan-Chase Bank, Peoples Bank, and Citizens Bank of West Virginia. *
5. Review and signature of a Deed Restriction Instrument to comply with deed restrictions as are required to accept grant funding awarded from the United States Land and Water Conservation Fund Grant (LWCF). The deed restrictions must specify that said property, located at the Buckhannon Upshur Recreation Park, shall be bound by perpetual restrictive covenants which obligate the property to remain in use solely as a public outdoor recreational facility. *
6. Approval and signature of an Agreement by and between the Upshur County Commission and Family Carpet Outlet, Inc. to provide carpet replacement services at the Upshur County Public Library. The contractual cost for the service is \$65,000. The project will be completed this summer. *
7. Approval and signature of a Letter of Support for the City of Buckhannon's North Locust Street's (WV State Route 20) Sidewalk and Lighting Project. The City of Buckhannon is applying for grant funding for the design phase of constructing safe, ADA-compliant sidewalks for community members to travel to Buckhannon's residential, business and commercial areas. *

8. Approval and signature of a Letter of Support for the City of Buckhannon's West Main Street/North Locust Street's (WV State Route 20) Sidewalk and Lighting Project. This letter of support will address the construction phase of the project that will construct safe, ADA-compliant sidewalks for community members to travel to residential, business, commercial and governmental areas of downtown Buckhannon. *
9. Review the Upshur County Safe Structures and Sites Enforcement Board Petition for Order file -- Case Number 060823-01. The property is located in Buckhannon Tax District – Tax Map 3 – Parcel Number 45 and owned by Carolyn Sipe. Consider entering an Order Adopting Enforcement Agency Findings. *
10. Consider the resignation of Shanna Collins from the James W. Curry Library Advisory Board, effective immediately. *
11. Consider the reappointment of Rachel Weber to the Upshur County Parks and Recreation Advisory Board. Upon approval, the term will be effective July 1, 2024 through June 30, 2026. *
12. Approval of advertisement for a part-time Service Provider Aide for the 26th Judicial Circuit Community Corrections Program. Applications received on or before the close of business on Friday, June 14, 2024 will be reviewed. *
13. Approval of advertisement for a part-time Case Aide for the 26th Judicial Circuit Community Corrections Program. Applications received on or before the close of business on Friday, June 14, 2024 will be reviewed. *
14. Approval of James W. Curry Library Volunteers:
 - a) Hannah Runyon*
 - b) Andrea McDaniels* [Under separate cover](#)
15. Approval of Lewis-Upshur Animal Control Facility Volunteers:
 - c) Daniel Strauser*
 - d) Hannah Lahman* [Under separate cover](#)
16. Approval of resignation of an employee. *

Item may lead to Executive Session per WV Code §6-9A-4

[Under separate cover](#)
17. Correspondence from Sheriff J. Michael Coffman, requesting the employment of John Slaughter as part-time Court Security Officer, effective June 16, 2024.

Item may lead to Executive Session per WV Code §6-9A-4

[Under Separate Cover](#)
18. Approve Invoices for Payment, Purchase Card Invoices for Payment, Budget Revisions / Financial Reports or Information, Correction of Erroneous Assessments, Exonerations/Refunds, Grant Updates / Requests for Reimbursements, Final Settlements, Vacation Orders, Consolidation of Land Tracts, Facility Maintenance Concerns or Updates, Road Name Requests, Project Reports / Updates, Request to Attend Meetings, Request for Day(s) Off.

For Your Information:

(Certain Items May Require Discussion, Action and/or Approval by the Commission)

1. Correspondence from the Upshur County Safe Structures and Sites Enforcement Board notifying the filing of a Petition for Order for Case Number 041124-02 (Banks Tax District – Tax Map 3P – Parcel Number 19) located in Rock Cave.
2. Upshur County Sheriff's Financial Statement for period ending April 30, 2024.

3. Notification from Adrian Public Service District announcing the availability of monitoring data for unregulated contaminants.
4. Notification from the U.S Department of Homeland Security – Federal Emergency Management Agency (FEMA) - announcing the approval of the Region 3 Local Hazard Mitigation Plan which has met the requirements of Title 44, Chapter 1, Section 201.6, of the Code of Federal Regulations. This approval makes participating communities eligible for FEMA non-emergency assistance and mitigation grants from a variety of programs.

5. Public Notices:

a) Newsletters and/or Event Notifications:

- Upshur County Historical Society – Summer 2024 Exhibit June 9 – September 29, 2024

b) Agendas and/or Notice of Meetings:

- 26th Judicial Circuit Community Corrections Program May 28, 2024
- Buckhannon-Upshur Airport Authority Special Meeting May 31, 2024
- City Council of Buckhannon June 6, 2024
- Elkins Road Public Service District June 11, 2024

c) Meeting Minutes:

- Upshur County Fire Board April 16, 2024
- Upshur County Parks & Recreation April 16, 2024

***Dates and times of monthly board meetings are viewable at:**

www.upshurcounty.org -- Upcoming events are listed on the main page.

6. Appointments Needed or Upcoming:

- None

****If you are interested in serving on an Upshur County board, please submit your letter of interest to the Commission Office at 91 W. Main St., Suite 101, Buckhannon, WV 26201 or chughes@upshurcounty.org. Upcoming term expirations are listed in this section of the agenda; however, letters of interest can be submitted at any time. Letters of interest for boards that do not currently have a vacancy will be held until a vacancy occurs. Please note that submitting a letter of interest does not guarantee appointment. ****

Newsletters and/or Event Notifications, Agendas and/or Notices of Meetings, Meeting Minutes and Scheduled Meetings can all be found by visiting: http://www.upshurcounty.org/agenda_and_minutes/index.php

Tabled Items

(Certain Items May Require Discussion, Action and/or Approval by the Commission)

None

Next Regular Meeting of the Upshur County Commission

June 13, 2024 --- 9:00 a.m.

Upshur County Courthouse Annex

The meeting scheduled for June 20, 2024 has been CANCELLED.

LEWIS-GILMER E-911 YEARLY TOTALS

CAD #	DATE	2024	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTALS
LEWIS COUNTY															
15	LEWIS SHERIFF		308	354	351	379	434								1826
10	WESTON PD		263	284	314	327	312								1500
250	WVSP WESTON		158	181	183	197	187								906
230	LEWIS NRP		26	46	47	28	31								178
208	LEWIS EMS		252	249	249	222	288								1260
201	WESTON FD		141	108	102	75	124								550
202	JANE LEW FD		68	47	47	31	59								252
203	PRICETOWN FD		22	20	14	13	30								99
204	WALKERSVILLE FD		21	11	27	12	26								97
205	JACKSON MILL FD		28	15	18	18	30								109
206	MIDWAY FD		6	6	3	6	4								25
	ANIMAL CONTROL		39	62	44										145
	DOGS PICKED UP		26	21	23										70
	OTHERS PICKED UP		3	3	21										27
														Total	6947

GILMER COUNTY															
104	GILMER SHERIFF		23	41	72	96	77								309
102	GLENVILLE PD		82	103	22	20	15								242
103	GSU PD		6	6	7	4	1								24
150	WVSP GLENVILLE		46	58	37	28	53								222
130	GILMER NRP		1	7	5	2	1								16
175	GILMER EMS		96	93	87	76	78								430
101	GLENVILLE FD		31	29	25	41	34								160
105	NORMANTOWN FD		2	4	5	8	8								27
106	SAND FORK FD		26	23	18	36	30								133
107	CEDARVILLE FD		1	3	2	4	2								12
108	TROY FD		6	8	11	14	7								46
	ANIMAL CONTROL		1	3	0	0	0								4
														Total	1625

Total by Month 1682 1785 1734 1637 1831 0 0 0 0 0 0 0

DATE 2024 JAN FEB MAR APR MAY JUN JUL AUG SEPT OCT NOV DEC TOTALS

ZACH'S COUNTY	7	5	4	4	4	24
ZACH'S OWNER	4	1	3	2	2	12
ZACH'S SERVICE	1	1	1	1	1	5
ZACH'S TOTAL	12	7	8	7	7	41
A & S COUNTY	6	5	5	3	3	22
A & S OWNER	0	3	1	2	3	9
A & S SERVICE	1	1	1	1	1	5
A & S LARGE	1	0	1	0	0	2
A & S TOTAL	8	9	8	6	7	38
HITT'S COUNTY	7	4	5	4	4	24
HITT'S OWNER	2	1	1	0	2	6
HITT'S SERVICE	1	0	2	1	1	5
HITT'S TOTAL	10	5	8	5	7	35
LIPP'S COUNTY	7	4	5	4	3	23
LIPP'S OWNER	2	1	0	1	1	5
LIPP'S SERVICE	0	1	1	2	0	4
LIPP'S LARGE	1	1	1	0	0	3
LIPP'S TOTAL	10	7	7	7	4	35
TOLANDS COUNTY	7	4	5	4	3	23
TOLANDS OWNER	0	2	1	1	0	4
TOLANDS SERVICE	0	1	2	1	0	4
TOLANDS TOTAL	7	7	8	6	3	31
VALLEYCHAPEL COUNTY	7	4	5	4	3	23
VALLEY CHAPEL OWNER	1	0	2	1	1	5
VALLEY CHAPEL SERVICE	0	1	2	1	0	4
VALLEY CHAPEL LARGE	1	1	0	1	0	3
VALLEY CHAPEL TOTAL	9	6	9	7	4	35
LOVETT'S COUNTY					4	4
LOVETT'S OWNER					0	0
LOVETT'S SERVICE					1	1
LOVETT'S TOTAL					6	6
GILMER COUNTY						
GLEN- AUTO COUNTY	4	3	2	3	4	16
GLEN- AUTO OWNERS	5	1	0	4	2	12
GLEN- AUTO SERVICE	0	1	1	1	0	3
GLEN- AUTO TOTALS	9	5	3	8	6	31
A and S COUNTY	4	4	2	2	5	17
A and S OWNERS	0	2	0	1	0	3
A and S SERVICE	0	0	1	0	0	1
A and S LARGE	0	0	0	1	0	1
A and S TOTAL	4	6	3	4	5	22

LEWIS		JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JULY.	AUG.	SEP.	OCT.	NOV.	DEC.	TOTAL
LC SHERIFF	10-27	83	72	70	62	70								357
	10-28	72	70	60	54	61								317
	III & CIB	66	57	59	58	59								299
	OTHER	14	17	45	46	18								140
	DVP	17	15	27	35	34								128
WESTON PD	10-27	66	54	44	38	57								259
	10-28	43	40	40	31	34								188
	III & CIB	12	15	13	15	13								68
	OTHER	2	27	19	4	7								59
	DVP	12	13	7	15	4								51
WVSP	10-27	19	11	11	0	17								58
	10-28	11	11	9	0	11								42
	III & CIB	8	2	13	10	8								41
	OTHER	0	7	19	1	1								28
	DVP	7	17	7	7	23								61
NRP	10-27	2	6	0	2	3								13
	10-28	0	5	1	0	1								7
	III & CIB	0	2	0	5	0								7
	OTHER	0	1	0	0	0								1
	DVP	6	21	4	6	6								43
PROSECUTOR	10-27	28	12	0	0	0								40
	10-28	0	0	0	0	0								0
	III & CIB	16	14	14	11	16								71
	OTHER	1	2	0	2	1								6
	DVP	0	0	0	0	0								0
PROBATION	10-27	8	0	0	0	0								8
	10-28	0	0	1	0	0								1
	III & CIB	36	0	0	0	0								36
	OTHER	6	0	0	0	0								6
	DVP	2	0	0	0	0								2
SWJS PARK	10-27	0	0	0	0	0								0
	10-28	0	0	0	0	0								0
	III & CIB	0	0	0	0	0								0
	OTHER	0	0	0	0	0								0
	DVP	0	0	0	0	0								0
FAMILY COURT	III & CIB	0	0	0	0	0								0
DAY REPORT	10-27	0	0	0	0	0								0
	10-28	0	0	0	0	0								0
	III & CIB	0	0	0	0	0								0
	OTHER	0	0	0	0	0								0
	DVP	0	0	0	0	0								0
TOTAL TRANSACTIONS													2337	

One Independence Mall
615 Chestnut Street, 6th floor
Philadelphia, PA 19106-4404



FEMA

May 31, 2024

The Honorable Robert Stewart
President, County Commission
Lewis County
110 Center Avenue
Weston, West Virginia 26452

Community: Lewis County,
West Virginia
RPDC: 7
Plan Adoption Date: 04/09/2024
Plan Approval Date: 04/02/2024
Plan Expiration Date: 04/01/2029

Dear President Stewart:

I am pleased to tell you that FEMA has approved your Hazard Mitigation Plan (HMP). The plan meets the requirements of Title 44, Chapter 1, Section 201.6, of the Code of Federal Regulations ([44 CFR 201.6](#)). It addresses the required elements: planning process, risk assessment and hazard identification, mitigation strategy, maintenance and implementation, and adoption.

Your HMP also met the requirements to address all dam risks, based on the Fiscal Year 2024 Rehabilitation of High Hazard Potential Dams (HHPD) Notice of Funding Opportunity.

Participating communities are now eligible for FEMA non-emergency assistance and mitigation grants from the following programs:

- [Hazard Mitigation Grant Program \(HMGP\)](#)
- [Building Resilient Infrastructure and Communities \(BRIC\)](#)
- [Flood Mitigation Assistance \(FMA\)](#)
- [HHPD Grant Program](#)

Funding from these programs can be used for qualified mitigation planning and projects that reduce disaster losses and protect life and property from future disasters. Approved HMPs can also earn points under the [Community Rating System](#).

Within 5 years, your community must revise its plan and obtain approval to remain eligible for mitigation grant funding. You should review the plan annually to keep it relevant to the mitigation goals in your community. Please consider the enclosed recommendations to further strengthen your plan during its next update.

I commend you and the planning team for your hard work and continued commitment to building a safer, more resilient community. For questions about your plan or mitigation grant funding, please contact Gabriel Reed, State Hazard Mitigation Officer, at (304) 414-7673.

Sincerely,

A handwritten signature in black ink, appearing to read 'S Wolfe', written in a cursive style.

Sarah Wolfe, Branch Chief
Floodplain Management and Insurance Branch
FEMA Region 3

Enclosure

cc: Gabriel Reed, State Hazard Mitigation Officer, WVEMD
Vivian Wood, Planner, WVEMD
Shane Whitehair, Executive Director, Region 7 Planning and Development Council
Peggy Ball, Administrative Assistant, Region 7 Planning and Development Council

STATE OF WEST VIRGINIA
DEPARTMENT OF HOMELAND SECURITY
DIVISION OF CORRECTIONS & REHABILITATION



WILLIAM K MARSHALL III
COMMISSIONER

MARK A SORSAIA
CABINET SECRETARY

Office of the Commissioner
1409 Greenbrier Street
Charleston, WV 25311
304-558-2036 -- Telephone
304-558-5367 -- Fax

OVERAGE RATE LEWIS COUNTY
PO BOX 466
WESTON, WV 26452

Invoice Number: 51240C2E

Invoice Date: 6/4/2024 2:05:02 PM

Month of Service: May, 2024

Pursuant to the provisions of W.Va. Code §15A-3-16, the Division of Corrections and Rehabilitation hereby provides you with a monthly statement of charges and costs of inmate maintenance and operational costs for Overage Rate Lewis County for the month of May, 2024. The costs per day for inmate maintenance and operation is in accordance with the provisions of W.Va. Code §15A-3-16.

Detailed information, including names of inmates and the number of days of inmate maintenance, to support the invoice is attached.

Month: May

Number of Inmate Days: 622

Per Diem Rate: \$65.38

Amount Due: May, 2024

\$40,666.36

This invoice amount is due and payable upon receipt.

Please Remit Payment to:
WV Division of Corrections and Rehabilitation
PO Box 40258
Charleston, WV 25364

From: jhinchman lewiscountywv.org
Sent: Thursday, May 30, 2024 4:31 PM
To: Tina Helmick; srogers lewiscountywv.org
Cc: rcarder lewiscountywv.org
Subject: Request to hire

Request to hire Mallory Hughes as lifeguard working up to 40 hours a week at \$10.25 starting on June 11, 2024.

Joshua Hinchman
Director
Lewis Co Park
304-269-6599

From: jhinchman lewiscountywv.org
Sent: Wednesday, June 5, 2024 3:56 PM
To: Tina Helmick; srogers lewiscountywv.org
Cc: rcarder lewiscountywv.org
Subject: Request to hire

Request to hire for Maintenance Cody Hinkle and Bryan McCourt working up to 40 hours a week at \$11.00 an hour. Starting day will be June 12, 2024.

Joshua Hinchman
Director
Lewis Co Park
304-269-6599



Lewis County Sheriff's Department

State of West Virginia

D.B. Gosa, Sheriff



Tax Department

Phone: (304) 269-8222
Fax: (304) 269-8698

Law Enforcement

Phone: (304) 269-8251
Fax: (304) 269-2644

Dear Lewis County Commission,

I hope this letter finds you well. On behalf of the West Virginia State Sheriffs' Association, I am reaching out to humbly request your support and generous contribution towards our cause. We believe that your commitment to making a positive impact aligns perfectly with our mission, and we kindly request your donation in supporting our efforts.

The 2024 West Virginia Sheriffs' Youth Leadership Academy will be held at Glenville State University and hosted by the Lewis County Sheriff's Office. The West Virginia Sheriffs' Youth Leadership Academy is an annual, 6-day residential summer program for teenage citizens throughout West Virginia. The Academy seeks to deter risk-taking behavior patterns by introducing the participants to recreation alternatives and educating them on the negative consequences of drugs, alcohol, and violence. The Academy provides our youth with the leadership skills necessary for them to go back to their home communities and help others deal with these challenges. The Academy also encourages participation in citizenship activities and teaches responsibility.

We are writing to request a monetary donation of up to \$5,000. Your contribution will directly impact the ability to keep this leadership academy moving forward. Your support would be invaluable and greatly appreciated.

To express our gratitude for your generosity, we would be pleased to acknowledge your contribution on our leadership academy graduation programs. We kindly request that you take a moment to consider our cause and the impact your support can make.

If the Lewis County Commission would like to contribute to the Youth Leadership Academy, please make those contributions payable to the WVSA Youth Leadership Academy, and forward them directly to our treasurer, Morgan County Sheriff K.C. Bohrer, at the below address. The WVSA is a 501-c non-profit organization determined by the IRS and a W-9 is available as needed.

Sheriff K.C. Bohrer, WVSA Treas.
Sheriff of Morgan County
226 Gayle Drive
Berkeley Springs, West Virginia 25411

Thank you for your consideration and contribution. If I can be of any further assistance, please feel free to contact me.

Sincerely,

A handwritten signature in blue ink that reads "D.B. Gosa".

Sheriff D.B. Gosa, Lewis County
Board of Directors



LEWIS COUNTY SHERIFF'S DEPARTMENT
STATE OF WEST VIRGINIA
D. B. GOSA, SHERIFF



Tax Department
Phone: (304) 269-8222
Fax: (304) 269-8698

Law Enforcement
Phone: (304) 269-8251
Fax: (304) 269-2644

June 6, 2024

Lewis County Commission
110 Center Avenue
Weston, WV 26452

Dear Lewis County Commission,

As of May 29th, 2024, the fee for the Deputy Sheriff's Retirement System changed to \$5 per Sheriff's Service of Process fee per SB240. Before that they were only receiving a \$2 fee. The cost of a Sheriff's Service of Process is currently at \$25 per paper. The remainder of the money goes to General County. I am asking you to create a new order changing the fees to reflect the current code, which would be an increase to \$30 per paper served. This would allow for the increase in fee to the Deputy Sheriff Retirement System. The Court system has already increased their fees to this amount per the code, therefore the amount that they will be turning into our office each month will be this amount. When my office has to submit the fees to the Deputy Sheriff's Retirement System at the beginning of the next month there will be a lot of confusion if they are not all the same. Thank you for the consideration of increasing this fee in a new order.

Sincerely,

A handwritten signature in blue ink that reads 'David Gosa'.

David Gosa
Sheriff of Lewis County

110 Center Avenue
Weston, WV 26452



Lewis County Emergency Ambulance Service Authority

155 West Second Street • P. O. Box 228 • Weston, West Virginia 26452

Emergency Phone: Dial 911

Office Phone: (304) 269-8207

James C. Taylor
Lewis County EMS
PO Box 228
155 West 2nd ST
Weston WV 26452

May 20, 2024

Lewis County Commission
110 Center Ave, 2nd Floor
Weston, WV 26452

Dear Sirs and Madam:

After the resignation of Reggie Hawver, the Ambulance Authority would like to nominate Mr. John Carroll for the vacated seat on the Ambulance Authority. The current members of the Authority voted and approved the nomination of John Carroll. It is their recommendation and mine that he becomes a member. I would like the Lewis County Commission formal approval of Mr. John Carroll as an Ambulance Authority Board Member.

Thank you,

James C. Taylor
Director
Lewis County EMS