

COUNTY COMMISSION OF LEWIS COUNTY

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

**LEWIS COUNTY COMMISSION
110 CENTER AVENUE, 2ND FLOOR
WESTON, WV 26452
MEETING AGENDA
Tuesday, August 20, 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 August 15, 2024 Upshur County Commission meeting is presented for review. (*information only*)
- 4. Lewis-Gilmer E-911 Monthly Report:** The July 2024 Lewis-Gilmer E-911 report is presented for review. (*information only*)
- 5. Lewis County Sheriff's Monthly Mileage Report:** The July 2024 Sheriff's Mileage Report is presented for review. (*information only*)
- 6. Lewis County Sheriff's Monthly Financial Report:** The July 2024 Sheriff's Monthly Financial Report is presented for review. The July 2024, June 2024, and the July 2023 statements are also included for review. (*information only*)
- 7. Reconciliation of Fiscal Year 2024 Assessor's Valuation Fund:** The Fiscal Year 2024 Assessor's Valuation Fund reconciliation is presented for review. (*information only*)
- 8. WV State Auditor Distribution of Public Utilities Tax and IRP Taxes:** The Auditor's Office has remitted the July 2, 2024 distribution of Public Utilities and IRP Truck Taxes in the amount of \$27,356.18. The general county portion is \$8,820.02, the general county portion for the last reporting period was \$16,567.70. The general county portion for this time period last year was \$16,023.82. (*information only*)

9. **Coal Severance Distribution:** Lewis County received the Coal Severance Distribution for the fourth quarter of the year in the amount of \$14,352.70. The Coal Severance amount received for the previous quarter of the year was \$13,270.40. *(information only)*
10. **State of West Virginia Division of Corrections & Rehabilitation:** The Regional Jail invoice for the month of July 2024 in the amount of \$26,156.93 is presented for review. The invoice amount for June 2024 was \$38,181.92. The invoice amount for July 2023 was \$39,744.96. The current rate is \$45.97 due to the new fiscal year beginning July 1, 2024. Lewis County has been billed for 580 jail beds during the current fiscal year. *(information only)*
11. **Jane Lew Public Service District:** The agenda for the Jane Lew Public Service District August 8, 2024 meeting is submitted for review. *(information only)*
12. **Board(s) and Committee(s) Reports:** Commissioners will give reports on any board(s) or committee(s) meeting attended including: Ireland Community meeting, Lewis County Community Foundation Fund Advisory Board, Building Commission, Lewis County Convention and Visitors Bureau, Weston Neighborhood Watch, 911 Advisory Board, National Association of Counties, WV Association of Counties, Auditor Training, Fire Board, Safe Sites and Structures Committee, Lewis County Chamber of Commerce, etc.

BUSINESS

13. **Safe Sites and Structures Committee Appointment Request:** The safe sites and structures Committee requests the appointment of Ruth Straley for the Citizen At Large seat on the Committee. If appointed the term will expire August 1, 2026. *(action required)*
14. **State of West Virginia Department of Health, Office of Emergency Medical Services:** The Emergency Medical Services Salary Enhancement Fund is presented for consideration. *(action required)*
15. **General County State Budget Revision #2:** The General County State Budget Revision #2 to increase revenues and expenditures for the new Deputy Sheriff Pension Fund remittance requirements is submitted for approval. *(action required)*
16. **Lewis County Circuit Clerk, Beth Burkhart, Request to Hire Employee:** Beth Burkhart requests advice and consent per West Virginia Code §7-7-7 to hire Jana Rice as the position of Deputy Circuit Clerk for a vacancy in the office. If approved Ms. Rice's start date will be August 21, 2024. Ms. Burkhart requests a waiver for the 90-day probationary period for Ms. Rice. *(action required)*
17. **Lewis County Circuit Clerk, Beth Burkhart, Request to Hire Employee:** Beth Burkhart requests advice and consent per West Virginia Code §7-7-7 to hire Lesley Pertz for the position of Deputy Circuit Clerk for a vacancy in the office. If approved Ms. Pertz start date will be August 26, 2024. Ms. Burkhart requests a waiver for the 90-day probationary period for Ms. Pertz. *(action required)*
18. **Lewis – Gilmer E-911 Center Change Order Number 11:** Change Order number 11, dated July 30, 2024 for Silling Associates, Inc. and Danhill Construction Company is presented for review and approval. *(action required)*
19. **Lewis County Park Request for Proposal:** The Commission will consider the advertisement of a request for proposal for pickleball courts and a mini golf course for the Lewis County Park. *(action required)*
20. **Fiscal Year 2024 Lewis County Sheriff's Financial Settlement:** The Fiscal Year 2024 Lewis County Sheriff's Settlement is presented for consideration by the Lewis County Commission. If

approved, the Lewis County Commission will consider approving the Sheriff's Settlement payment of \$15,000.00 to Sheriff David Gosa as dictated by West Virginia Code. *(action required)*

21. Software Systems Incorporated Annual Maintenance Contract: Software Systems presents the FY 2025 maintenance contracts for renewal. The following prices as compared to Fiscal Year 2024 will be reviewed with consideration of acceptance: *(action required)*

• <i>Budget and Payroll</i>	2024 \$142.00	2025 \$142.00
• <i>Assessor Supplementals</i>	2024 \$66.70	2025 \$79.70
• <i>System/Hardware</i>	2024 \$22.00	2025 \$22.00
• <i>Sheriff's Accounting</i>	2024 \$287.50	2025 \$357.50
• <i>Tax Collection</i>	2024 \$287.50	2025 \$405.50
• <i>Tax Internet Inquiry</i>	2024 \$115.00	2025 \$115.00
• <i>Tax On-line Payments</i>	2024 \$86.25	2025 \$96.25

22. Lewis-Gilmer E-911 Center Requisition Number 14: The requisition for Silling Associates, Inc. and Danhill Construction Company in the amount of \$131,311.21 is presented for review and approval. *(action required)*

23. County Administrator Request for Proposal: Tina Helmick, Lewis County Administrator, submits a request for sealed bids for replacement of the rubber coated silicone around the elevator shaft on the historic Courthouse roof, cupolas painted on the roof and to coat the front rubber membrane of the roof. *(action required)*

24. Polling Place Change Order for Precinct #11: The Commission will execute the order of changing Precinct 11 from J.E. Hitt Garage to the Hitt's Garage & Body Shop. *(action required)*

25. Time Sheets, Leave Requests: Rick Stout Leave Request, Sherry Rogers Leave Request, Barbara Winans Leave Request, James Gum Leave Request *(action required)*

ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:

26. Tabled Actions of the Clerk and Orders: County Clerk Cynthia S. Rowan presents the actions of the clerk and orders which were tabled during the meeting scheduled on Tuesday, July 30, 2024. *(action required)*

27. 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)*

28. 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)*

29. 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)*

30. 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:

31. 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

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: August 15, 2024
- 9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• August 8, 2024
- 9:15 a.m. Open, review, and potentially award bid for the Upshur County Tennis Courts Project. This project is being made possible by the generous support of the West Virginia Department of Economic Development through the Land & Water Conservation Fund. *
- 9:30 a.m. Review property photos and Order Adopting Enforcement Agency Findings concerning property located Banks Tax District – Tax Map 3P – Parcel Number 19, 20.1 located in Rock Cave. *
- 10:00 a.m. Consider Road Name Request Application from Joe Loudin on behalf of Loudin & Son’s Properties, LLC, for a right-of-way within a new residential subdivision off Upper Childers Run Rd. *

Items for Discussion / Action / Approval:

1. Review and authorize the signature of the Adoption Agreement for the Health Reimbursement Arrangement as outlined within the Summary Plan Description and Basic Plan Document for Upshur County. This revision reflects a tiered employer contribution for individuals hired after July 1 of each plan year. *
2. Review and consider approving the 2024-2025 Maintenance Contract Amounts for services from Software Systems, Inc. This maintenance includes program updates, telephone support and time spent performing data conversions and other on-site tasks depending upon which level is requested for each system. *
3. Correspondence from Terry N. Gould, Manager of the Hodgesville Public Service District, requesting the reappointment of Robert L. Wright to serve on the Hodgesville Public Service District Board. If approved, his term will expire August 5, 2030. *
4. Review and approve the James W. Curry Library and Park FY25 budget. Upon approval, consider a request from the James W. Curry Advisory Board to request an additional distribution of the James W. Curry Trust, held by Fulton Financial Advisors, for operations in fiscal year 2025 for twenty-three thousand six hundred seventy-one dollars and forty-seven cents (\$23,671.47). Upon approval, remit correspondence to Fulton Financial Advisors requesting the additional distribution of the James W. Curry Trust. *
5. Review and approval of Notice of Public Auction. *
Item may lead to Executive Session per WV Code §6-9A-4(9) [Under Separate Cover](#)
6. Review and approval of the revised Agreement for Animal Adoption for use at the Lewis-Upshur Animal Control Facility. *

7. 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. Upshur County Building & Floodplain Permits for July 2024.
2. Certification of Customers served by Tennerton Public Service District dated May 6, 2024.
3. Certification of Customers served by Hodgesville Public Service District dated May 6, 2024.
4. Notice of Disbursement of Wireless E-911 Subscriber Fees for May, June, and July 2024.
5. Public Notices:
 - a) Newsletters and/or Event Notifications:
None
 - b) Agendas and/or Notice of Meetings:
 - James W. Curry Library/Park Advisory Meeting August 9, 2024
 - Upshur County Family Resource Network August 12, 2024
 - Buckhannon Upshur Airport Authority August 12, 2024
 - City Council of Buckhannon August 15, 2024
 - c) Meeting Minutes:
 - Hodgesville Public Service District July 2, 2024
 - Elkins Road Public Service District July 2, 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)

Tabled 8-1-2024: Review a Resolution from the Upshur County Fire Board requesting the Upshur County Commission to consider an increase in the Fire Protection Service Fees by the next ballot referendum, as provided in WV Senate Bill 872. Consider taking action, per W.Va. Code §7-17-12(c)(2). *

Next Regular Meeting of the Upshur County Commission
August 29, 2024 --- 9:00 a.m.
Upshur County Courthouse Annex
The meeting scheduled for August 22, 2024 has been cancelled.

ZACH'S COUNTY	7	5	4	4	4	3	3	30
ZACH'S OWNER	4	1	3	2	2	2	4	18
ZACH'S SERVICE	1	1	1	1	1	3	0	8
ZACH'S TOTAL	12	7	8	7	7	8	7	56
A & S COUNTY	6	5	5	3	3	3	3	28
A & S OWNER	0	3	1	2	3	1	5	15
A & S SERVICE	1	1	1	1	1	3	1	9
A & S LARGE	1	0	1	0	0	2	0	4
A & S TOTAL	8	9	8	6	7	9	9	56
HITT'S COUNTY	7	4	5	4	4	3	3	30
HITT'S OWNER	2	1	1	0	2	2	4	12
HITT'S SERVICE	1	0	2	1	1	3	0	8
HITT'S TOTAL	10	5	8	5	7	8	7	50
LIPP'S COUNTY	7	4	5	4	3	4	3	30
LIPP'S OWNER	2	1	0	1	1	0	0	5
LIPP'S SERVICE	0	1	1	2	0	3	1	8
LIPP'S LARGE	1	1	1	0	0	2	0	5
LIPP'S TOTAL	10	7	7	7	4	9	4	48
TOLANDS COUNTY	7	4	5	4	3	4	3	30
TOLANDS OWNER	0	2	1	1	0	0	0	4
TOLANDS SERVICE	0	1	2	1	0	4	0	8
TOLANDS TOTAL	7	7	8	6	3	8	3	42
VALLEYCHAPEL COUNTY	7	4	5	4	3	4	3	30
VALLEY CHAPEL OWNER	1	0	2	1	1	0	2	7
VALLEY CHAPEL SERVICE	0	1	2	1	0	4	0	8
VALLEY CHAPEL LARGE	1	1	0	1	0	1	0	3
VALLEY CHAPEL TOTAL	9	6	9	7	4	9	5	49
LOVETT'S COUNTY					4	3	3	4
LOVETT'S OWNER					0	1	0	0
LOVETT'S SERVICE					1	3	1	1
LOVETT'S TOTAL					6	7	4	6
GILMER COUNTY								
GLEN- AUTO COUNTY	4	3	2	3	4	2	2	20
GLEN- AUTO OWNERS	5	1	0	4	2	2	2	16
GLEN- AUTO SERVICE	0	1	1	1	0	0	0	3
GLEN- AUTO TOTALS	9	5	3	8	6	4	4	39
A and S COUNTY	4	4	2	2	5	1	2	20
A and S OWNERS	0	2	0	1	0	0	3	6
A and S SERVICE	0	0	1	0	0	0	1	2
A and S LARGE	0	0	0	1	0	0	1	2
A and S TOTAL	4	6	3	4	5	1	7	30

2024

LEWIS-GILMER E-911 TELETYPE REPORT

LEWIS		JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JULY.	AUG.	SEP.	OCT.	NOV.	DEC.	TOTAL
LC SHERIFF	10-27	83	72	70	62	70	53	55						465
	10-28	72	70	60	54	61	50	48						415
	III & CIB	66	57	59	58	59	57	49						405
	OTHER	14	17	45	46	18	4	52						196
	DVP	17	15	27	35	34	29	35						192
WESTON PD	10-27	66	54	44	38	57	52	41						352
	10-28	43	40	40	31	34	44	40						272
	III & CIB	12	15	13	15	13	12	10						90
	OTHER	2	27	19	4	7	0	2						61
	DVP	12	13	7	15	4	7	3						61
WVSP	10-27	19	11	11	0	17	21	22						101
	10-28	11	11	9	0	11	13	12						67
	III & CIB	8	2	13	10	8	11	14						66
	OTHER	0	7	19	1	1	0	0						28
	DVP	7	17	7	7	23	5	9						75
NRP	10-27	2	6	0	2	3	4	9						26
	10-28	0	5	1	0	1	1	2						10
	III & CIB	0	2	0	5	0	0	0						7
	OTHER	0	1	0	0	0	0	1						2
	DVP	6	21	4	6	6	1	7						51
PROSECUTOR	10-27	28	12	0	0	0	0	0						40
	10-28	0	0	0	0	0	0	0						0
	III & CIB	16	14	14	11	16	21	22						114
	OTHER	1	2	0	2	1	0	0						6
	DVP	0	0	0	0	0	0	0						0
PROBATION	10-27	8	0	0	0	0	0	0						8
	10-28	0	0	1	0	0	0	0						1
	III & CIB	36	0	0	0	0	0	4						40
	OTHER	6	0	0	0	0	0	0						6
	DVP	2	0	0	0	0	0	0						2
SWJS PARK	10-27	0	0	0	0	0	0	0						0
	10-28	0	0	0	0	0	0	0						0
	III & CIB	0	0	0	0	0	0	0						0
	OTHER	0	0	0	0	0	0	0						0
	DVP	0	0	0	0	0	0	0						0
FAMILY COURT	III & CIB	0	0	0	0	0	0	0						0
DAY REPORT	10-27	0	0	0	0	0	0	0						0
	10-28	0	0	0	0	0	0	0						0
	III & CIB	0	0	0	0	0	0	0						0
	OTHER	0	0	0	0	0	0	0						0
	DVP	0	0	0	0	0	0	0						0

TOTAL TRANSACTIONS 3159

July 2024 MILEAGE REQUEST

UNIT LIC.

150 D. Gosa / Vin. A42305 / 1236 – 21 SUV 57523

151 M. Cayton / Vin. A42304 / 1235 – 21 SUV 52797

152 Z. Lopez / Vin. A18031 / 4105 – 20 SUV 40095
4960

153 B. Hendershot / Vin. C19510 / 4913 – 23 SUV 3160

154 B. Newbrough / Vin. C20138 / 4912 – 23 SUV 7503

155 C. Matheny / Vin. B29979 / 3841 – 22 SUV 33822

156 M. Ayooob / Vin. A40308 / 2966 – 22 SUV 39034
4961

157 D. Cooley / Vin. A48451 / 1241 – 22 SUV "VACATION"

158 E. Linger / Vin. 106495 / 3930 – 18 INTERCEPTOR "ACADEMY"

159

160

165 R. Bowman / Vin. C99333 / B54761 – 22 TRK 47255

170 C. Kirkpatrick / Vin. C62863 / 1234 – 20 SUV 39402

171 T. Lafever / Vin. A42303 / 1696 – 20 SUV 29059

172 J. Johnmeyer / Vin. B04451 / 4220 – 21 SUV 57789

173 J. Jenkins / Vin. 572421 / 5YJ-355 - 17 JEEP 38297

174 R. Bush / Vin. 179324 / 4287 – 17 JEEP 38800

175 D. Cayton / Vin. 568479 / 6LB-698 – 17 JEEP 64551

1500 Dep. Reserves / Vin. 319897 / 3258 – 14 CHARGER 53391

1500 Dep. Reserves / Vin. 553134 / 1233 – 10 NITRO 78502

1500 Dep. Reserves / Vin. 553135 / 2726 – 11 NITRO 64421

Spare / Vin. 106494 / 3929 - 18 INTERCEPTOR 74670

Spare / Vin. A78623 / 3370 – 15 EXPLORER 115358

Spare / Vin. A18030 / 1232 – 20 EXPLORER 46746

Spare / Vin. 116126 / 1910 -13 INTERCEPTOR 117308

There have been a number of vehicle reassignments. Need actual mileage from each unit.

Thank You

Lewis County Financial Statement
Month Ending- July 2024

	Beginning Balance	All Other Revenues	All Taxes Collected	Less: Orders Issued	Ending Balance
General County	3,861,209.60	\$558,329.47	\$374,939.61	\$1,161,202.90	3,633,275.78
Coal Severance	8,451.55	\$14,425.75	\$0.00	\$0.00	22,877.30
General School	36,001.06	\$4,282.01	\$0.00	\$0.00	40,283.07
Magistrate Court	4,175.26	\$1,002.67	\$0.00	\$3,428.00	1,749.93
Worthless Check	12,525.07	\$33.97	\$0.00	\$0.00	12,559.04
Dog and Kennel	25,685.99	\$30,517.90	\$0.00	\$20,893.99	35,309.90
Home Detention	86,443.60	\$7,023.12	\$0.00	\$2,500.00	90,966.72
Emergency 911 Fund	3,687,203.05	\$189,131.80	\$0.00	\$109,118.98	3,767,215.87
Lewis County Aquatic Fund	576,579.57	\$1,563.87	\$0.00	\$0.00	578,143.44
Citizens Education	19,261.82	\$52.68	\$0.00	\$48.58	19,265.92
Federal Equitable	0.71	\$0.00	\$0.00	\$0.00	0.71
Fire Fees	0.00	\$78,329.73	\$0.00	\$78,329.73	0.00
Sheriff Special Account-State	16,562.74	\$45.17	\$0.00	\$0.00	16,607.91
County Building	462,637.95	\$644.41	\$0.00	\$0.00	463,282.36
Board of Health	818,420.88	\$67,524.19	\$0.00	\$97,097.75	788,847.32
Tax Lien	49,591.41	\$0.00	\$0.00	\$0.00	49,591.41
Delinquent Nonentered	17,057.98	\$0.00	\$0.00	\$0.00	17,057.98
Concealed Weapons	52,387.57	\$269.59	\$0.00	\$0.00	52,657.16
Assessor Valuation	160,358.66	\$13,903.85	\$0.00	\$29,204.09	145,058.42
Voters Registration	649.85	\$0.00	\$0.00	\$0.00	649.85
State Current	0.00	\$5.44	\$7,107.74	\$7,113.18	0.00
Criminal Charges	0.00	\$1,251.14	\$0.00	\$1,251.14	0.00
Court Reporter	0.00	\$50.00	\$0.00	\$50.00	0.00
State Police	0.00	\$325.00	\$0.00	\$325.00	0.00
Vehicle License - DMV	0.00	\$40,424.27	\$0.00	\$40,424.27	0.00
State Fines	0.00	\$100.00	\$0.00	\$100.00	0.00
Jury Fund	0.00	\$0.00	\$0.00	\$6,132.03	(6,132.03)
WV Deputies Fund	691.00	\$660.50	\$0.00	\$686.50	665.00
General Current Expenses	0.00	\$22,024.87	\$545,728.22	\$567,753.09	0.00
Excess Levy	0.00	\$12,180.97	\$293,428.94	\$305,609.91	0.00
Weston Current	0.00	\$34.57	\$45,200.80	\$45,235.37	0.00
Jane Lew Current	0.00	\$4.73	\$6,184.32	\$6,189.05	0.00
County Clerk Election Administration	4,914.26	\$414.06	\$0.00	\$0.00	5,328.32
County Clerk Real Property E-Record	4,914.26	\$414.06	\$0.00	\$0.00	5,328.32
LC Blueprint Community	45,498.72	\$2,500.00	\$0.00	\$0.00	47,998.72
Phase 1 Water Project	\$0.00	\$52,407.22	\$0.00	\$0.00	\$52,407.22
E-911 Revenue Fund	\$0.00	\$30,973.77	\$0.00	\$30,973.77	0.00
E-911 Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00
ARPA - PILT	\$134,786.01	\$365.58	\$0.00	\$0.00	135,151.59
American Rescue Plan	\$2,862,902.90	\$984.31	\$0.00	\$0.00	2,863,887.21
Certified to State	\$334,164.58	\$1,281.52	\$0.00	\$0.00	335,446.10
Opioid Settlement	\$280,172.42	\$759.92	\$0.00	\$0.00	280,932.34
County Fire Protection	\$48.14	\$0.13	\$0.00	\$0.00	48.27
EMS Salary Enhancement	\$79,936.88	\$216.82	\$0.00	\$0.00	80,153.70
Financial Stabilization	\$1,740,765.05	\$0.00	\$0.00	\$0.00	1,740,765.05
Totals	\$15,383,998.54	\$1,134,459.06	\$1,272,589.63	\$2,513,667.33	\$15,277,379.90

Balance in county depositories - End of Month	\$16,571,198.19	Bank Errors	
Less: Orders Outstanding	\$1,865,596.97	Bank Errors	
Add: Deposits in Transit	\$568,278.68		
Cash in Office at End of Month	\$3,500.00		
Misc. Adjustments (+ or-)			
Total in county Depositories and Office	\$15,277,379.90	Bank Errors	
		Total	
		True Balance	\$15,277,379.90

I, D. Dosa, Sheriff of Lewis Co. West Virginia, do hereby certify that the foregoing is a true and correct statement of the finances of Lewis Co. West Virginia, for the month ending referenced above. The amount received, the amount distributed and the amount remaining in the Treasury and County Depositories.

Amir B. Gore Lewis
Sheriff & Treasurer, County
8-9-24

Difference

Dated and sworn to on this date.

Lewis County Financial Statement
Month Ending- June 2024

Lewis County
07/08/2024 @ 10:40:30 AM

	Beginning Balance	All Other Revenues	All Taxes Collected	Less: Orders Issued	Ending Balance
General County	4,111,028.95	\$634,155.65	\$53,954.70	\$937,929.70	3,861,209.60
Coal Severence	62,308.16	\$143.39	\$0.00	\$54,000.00	8,451.55
General School	31,589.03	\$4,412.03	\$0.00	\$0.00	36,001.06
Magistrate Court	3,161.13	\$1,064.13	\$0.00	\$50.00	4,175.26
Worthless Check	12,446.35	\$78.72	\$0.00	\$0.00	12,525.07
Dog and Kennel	26,213.36	\$352.34	\$0.00	\$879.71	25,685.99
Home Detention	84,874.54	\$5,860.23	\$0.00	\$4,291.17	86,443.60
Emergency 911 Fund	3,880,334.25	\$34,346.13	\$0.00	\$227,477.33	3,687,203.05
Lewis County Aquatic Fund	575,255.70	\$1,323.87	\$0.00	\$0.00	576,579.57
Citizens Education	19,876.66	\$46.27	\$0.00	\$661.11	19,261.82
Federal Equitable	0.71	\$0.00	\$0.00	\$0.00	0.71
Fire Fees	0.00	\$1,284.28	\$0.00	\$1,284.28	0.00
Sheriff Special Account-State	16,522.41	\$40.33	\$0.00	\$0.00	16,562.74
County Building	462,092.43	\$545.52	\$0.00	\$0.00	462,637.95
Board of Health	809,494.32	\$111,990.79	\$0.00	\$103,064.23	818,420.88
Tax Lien	146,845.33	\$0.00	\$0.00	\$97,253.92	49,591.41
Delinquent Nonentered	17,057.98	\$0.00	\$0.00	\$0.00	17,057.98
Concealed Weapons	51,869.15	\$518.42	\$0.00	\$0.00	52,387.57
Assessor Valuation	180,157.29	\$947.51	\$0.00	\$20,746.14	160,358.66
Voters Resistration	645.03	\$4.82	\$0.00	\$0.00	649.85
State Current	0.00	\$2.13	\$637.21	\$639.34	0.00
Criminal Charges	0.00	\$0.00	\$0.00	\$0.00	0.00
Court Reporter	0.00	\$99.13	\$0.00	\$99.13	0.00
State Police	25.00	\$250.00	\$0.00	\$275.00	0.00
Vehicle License - DMV	0.00	\$33,620.24	\$0.00	\$33,620.24	0.00
State Fines	0.00	\$450.00	\$0.00	\$450.00	0.00
Jury Fund	0.00	\$0.00	\$0.00	\$0.00	0.00
WV Deputies Fund	584.50	\$686.50	\$0.00	\$580.00	691.00
General Current Expenses	0.00	\$14,426.40	\$49,493.99	\$63,920.39	0.00
Excess Levy	0.00	\$7,679.60	\$26,323.21	\$34,002.81	0.00
Weston Current	0.00	\$32.35	\$9,683.12	\$9,715.47	0.00
Jane Lew Current	0.00	\$0.65	\$195.61	\$196.26	0.00
County Clerk Election Administration	4,495.95	\$418.31	\$0.00	\$0.00	4,914.26
County Clerk Real Property E-Record	4,495.95	\$418.31	\$0.00	\$0.00	4,914.26
LC Blueprint Community	45,633.70	\$0.00	\$0.00	\$134.98	45,498.72
Small Cities Blk Grant-Broadband	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Phase 1 Water Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E-911 Revenue Fund	\$0.00	\$30,973.77	\$0.00	\$30,973.77	0.00
E-911 Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00
ARPA - PILT	\$134,476.53	\$309.48	\$0.00	\$0.00	134,786.01
American Rescue Plan	\$2,862,069.64	\$833.26	\$0.00	\$0.00	2,862,902.90
Certified to State	\$143,362.65	\$209,565.36	\$0.00	\$18,763.43	334,164.58
Opioid Settlement	\$279,529.12	\$643.30	\$0.00	\$0.00	280,172.42
County Fire Protection	\$48.03	\$0.11	\$0.00	\$0.00	48.14
EMS Salary Enhancement	\$79,753.34	\$183.54	\$0.00	\$0.00	79,936.88
Financial Stabilization	\$1,740,765.05	\$0.00	\$0.00	\$0.00	1,740,765.05
Totals	\$15,787,012.24	\$1,097,706.87	\$140,287.84	\$1,641,008.41	\$15,383,998.54

Balance in county depositories - End of Month	\$16,068,941.55	Bank Errors	
Less: Orders Outstanding	\$1,247,441.04	Bank Errors	
Add: Deposits in Transit	\$558,998.03		
Cash in Office at End of Month	\$3,500.00		
Misc. Adjustments (+ or -)			
Total in county Depositories and Office	\$15,383,998.54	Bank Errors	
		Total	
		True Balance	\$15,383,998.54

I, D. Gosca Sheriff of Lewis Co. West Virginia, do hereby certify that the foregoing is a true and correct statement of the finances of Lewis Co. West Virginia, for the month ending referenced above. The amount received, the amount distributed and the amount remaining in the Treasury and County Depositories.

Paul B. Gosca Lewis
Sheriff & Treasurer, County

Difference

Dated and sworn to on this date.

Lewis County Financial Statement
Month Ending- July 2023

Lewis County
08/09/2023 @ 09:09:34 AM

	Beginning Balance	All Other Revenues	All Taxes Collected	Less: Orders Issued	Ending Balance
General County	3,917,332.73	\$474,503.06	\$259,019.81	\$875,991.92	3,774,863.68
Coal Severence	6,314.78	\$14,717.64	\$0.00	\$0.00	21,032.42
General School	48,701.45	\$5,046.20	\$0.00	\$0.00	53,747.65
Magistrate Court	1,852.78	\$1,431.24	\$0.00	\$1,789.00	1,495.02
Worthless Check	18,839.14	\$48.00	\$0.00	\$0.00	18,887.14
Dog and Kennel	6,347.81	\$30,499.11	\$0.00	\$324.15	36,522.77
Home Detention	26,466.76	\$4,153.03	\$0.00	\$1,519.00	29,100.79
Emergency 911 Fund	3,658,150.68	\$180,250.58	\$0.00	\$117,233.25	3,721,168.01
Lewis County Aquatic Fund	559,593.40	\$1,425.81	\$0.52	\$0.00	561,019.73
Citizens Education	19,824.07	\$50.51	\$0.00	\$1,073.76	18,800.82
Federal Equitable	0.71	\$0.00	\$0.00	\$0.00	0.71
Fire Fees	0.00	\$84,474.40	\$0.00	\$84,474.40	0.00
Sheriff Special Account-State	20,813.05	\$7,654.10	\$0.00	\$0.00	28,467.15
County Building	500,071.99	\$707.63	\$0.00	\$0.00	500,779.62
Board of Health	732,410.46	\$95,959.03	\$0.00	\$75,020.07	753,349.42
Tax Lien	153,631.91	\$2,395.38	\$0.00	\$4,595.13	151,432.16
Delinquent Nonentered	31,171.40	\$0.00	\$0.00	\$0.00	31,171.40
Concealed Weapons	49,486.46	\$505.95	\$0.00	\$0.00	49,992.41
Assessor Valuation	201,460.48	\$15,869.64	\$0.00	\$28,002.17	189,327.95
Voters Resirstration	4,885.96	\$17.00	\$0.00	\$0.00	4,902.96
State Current	0.00	\$3.36	\$4,503.21	\$4,506.57	0.00
Criminal Charges	0.00	\$657.00	\$0.00	\$657.00	0.00
Court Reporter	0.00	\$51.00	\$0.00	\$51.00	0.00
State Police	0.00	\$340.00	\$0.00	\$340.00	0.00
Vehicle License - DMV	0.00	\$26,713.58	\$0.00	\$26,713.58	0.00
State Fines	0.00	\$723.20	\$0.00	\$723.20	0.00
Jury Fund	0.00	\$10,081.88	\$0.00	\$10,081.88	0.00
WV Deputies Fund	598.00	\$436.50	\$0.00	\$593.50	441.00
General Current Expenses	0.00	\$5,497.62	\$344,564.83	\$350,062.45	0.00
Excess Levy	0.00	\$4,533.17	\$185,917.00	\$190,450.17	0.00
Weston Current	0.00	\$29.59	\$39,615.79	\$39,645.38	0.00
Jane Lew Current	0.00	\$2.43	\$3,252.45	\$3,254.88	0.00
County Clerk Election Administration	0.00	\$0.00	\$0.00	\$0.00	0.00
County Clerk Real Property E-Record	0.00	\$0.00	\$0.00	\$0.00	0.00
LC Blueprint Community	44,397.38	\$0.00	\$0.00	\$0.00	44,397.38
Small Cities Blk Grant-Broadband	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Phase 1 Water Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E-911 Revenue Fund	\$0.00	\$30,973.77	\$0.00	\$30,973.77	\$0.00
E-911 Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ARPA - PILT	\$65,825.20	\$167.72	\$0.00	\$0.00	\$65,992.92
American Rescue Plan	\$2,803,240.46	\$7,149.90	\$0.00	\$0.00	2,810,390.36
Certified to State	\$226,548.50	\$585.22	\$0.00	\$0.00	227,133.72
Totals	\$13,097,965.56	\$1,007,654.25	\$836,873.61	\$1,848,076.23	\$13,094,417.19

Balance in county depositories - End of Month	\$13,914,742.53	Bank Errors	
Less: Orders Outstanding	\$1,334,071.90	Bank Errors	
Add: Deposits in Transit	\$510,246.56		
Cash in Office at End of Month	\$3,500.00		
Misc. Adjustments (+ or-)			
Total in county Depositories and Office	\$13,094,417.19	Bank Errors	
		Total	
		True Balance	\$13,094,417.19

I, D. Gosa, Sheriff of Lewis Co, West Virginia, do hereby certify that the foregoing is a true and correct statement of the finances of Lewis Co, West Virginia, for the month ending referenced above. The amount received, the amount distributed and the amount remaining in the Treasury and County Depositories.

D. Gosa
Sheriff & Treasurer,
County

Difference

Dated and sworn to on this date.



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



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

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

August 13, 2024

Lewis County Commission

110 Center Ave

Weston, WV 26452

Dear Commissioners,

Please find enclosed Lewis County's Reconciliation of the Assessor's Valuation Fund for FY 2024-2025.

I used actual distribution calculations for the Assessor's Valuation rather than projected (targeted) calculations to eliminate the addition of reduction on monies in April of 2025.

If you should have any question regarding this reconciliation, please don't hesitate to contact my office.

Sincerely,

A handwritten signature in blue ink that reads "Brittany Butcher".

Brittany Butcher

Chief Tax Deputy

Enc: Assessor Valuation Fund Reconciliation

Cc: West Virginia State Auditor

John Breen, Assessor

110 Center Avenue
Weston, WV 26452

LEWIS COUNTY

ASSESSOR'S VALUATION FUND RECONCILIATION 2024 - 2025 (FOR FINAL PAYMENT NOT LATER THAN MAY 10, 2025)

RECONCILIATION BASED ON ACTUAL TAX COLLECTIONS AS REPORTED ON THE
SHERIFF'S SETTLEMENT - FISCAL YEAR ENDING JUNE 30, 2024

W.Va. Code § 11-1C-8

Contact Person:	<u>BRITTANY BUTCHER</u>
Phone:	<u>304-269-8222</u>
Fax:	<u>304-269-8698</u>
Email:	<u>bbutcher@lewiscountywv.org</u>

LEWIS COUNTY
 ASSESSOR'S VALUATION FUND RECONCILIATION - RECAP
 SHERIFF'S SETTLEMENT - FISCAL YEAR ENDING JUNE 30, 2024
 ASSESSOR'S VALUATION FUND RECONCILIATION 2024 - 2025

RECAP	<u>COUNTY CURRENT</u>	<u>SCHOOL CURRENT</u>	<u>TOTAL MUNICIPAL CURRENT</u>	<u>TOTAL ALL FUNDS</u>
LINE 18 Total Taxes Collected	4,758,663.40	6,288,808.27	494,185.00	11,541,656.67
LINE 6 - Subtract Interest & Fees Collected	135,962.04	57,227.89	7,701.86	200,891.79
LINE 14 + Add Sheriff's Commission	5,897.70	8,001.10	998.09	14,896.89
LINE 15 + Add Assessor's Valuation Fund	84,316.54	112,802.32	10,653.85	207,772.71
+ Add Public Utility Municipal Corporations:			71,933.48	71,933.48
A. Total Represents Actual Tax Collection to be used for the purpose of making distribution to the Assessor's Valuation Fund	4,712,915.60	6,352,383.80	570,068.56	11,635,367.96
B. If excess levy is included with current apply the following formula:				
$\frac{\text{Current Rate}}{\text{Current Rate} + \text{Excess Levy Rate}} \times 100 =$			(see municipal lab)	
C. LINE A X LINE B OR AMOUNT REFLECTED ON LINE A IF LINE B IS NOT APPLICABLE	4,712,915.60	6,352,383.80	570,068.56	11,635,367.96
REQUIRED PAYMENT =				
LINE C x <u>2</u> % for Assessor	94,258.31	127,047.68	11,401.37	232,707.36
SUBTRACT PROJECTED TARGET AMOUNT	89,089.00	118,371.00	10,242.00	217,702.00
IF DIFFERENCE IS				
* Positive = additional dollars to be paid assessor				
* Negative = dollars to be reimbursed entity by the assessor	5,169.31	8,676.68	1,159.37	15,005.36

**Bond Levies for county commission and municipalities should be included in the current column for this assignment. The bond levy column and the current column on the settlement should be summed and posted to the reconciliation form. DO NOT INCLUDE SCHOOL BOND LEVIES.

LEWIS COUNTY
 ASSESSOR'S VALUATION FUND RECONCILIATION - MUNICIPAL FUNDS
 Sheriff's Settlement Ending June 30, 2024
 Fiscal Year Ending June 30, 2025 Distribution to Assessor's Valuation Fund

MUNICIPAL FUNDS	Weston CURRENT & BOND Levy	Jane Lew CURRENT & BOND Levy	Muni 3 CURRENT & BOND Levy	Muni 4 CURRENT & BOND Levy
LINE 18 Total Taxes Collected	440,845.12	53,339.88		
LINE 6 - Subtract Interest & Fees Collected	6,952.90	748.96		
LINE 14 + Add Sheriff's Commission	874.33	123.76		
LINE 15 + Add Assessor's Valuation Fund	9,359.30	1,294.55		
+ Add Public Utility Municipal Corporations:	58,157.07	13,776.41		
A. Total Represents Actual Tax Collection to be used for the purpose of making distribution to the Assessor's Valuation Fund	<u>502,282.92</u>	<u>67,785.64</u>		
B. If excess levy is included with current apply the following formula: $\frac{\text{Current Rate}}{\text{Current Rate} + \text{Excess Levy Rate}} \times 100 =$				
C. LINE A X LINE B OR AMOUNT REFLECTED ON LINE A IF LINE B IS NOT APPLICABLE	<u>502,282.92</u>	<u>67,785.64</u>		
REQUIRED PAYMENT = LINE C x _____ 2 % for Assessor	10,045.66	1,355.71		
SUBTRACT PROJECTED TARGET AMOUNT	9,013.00	1,229.00		
IF DIFFERENCE IS				
* Positive = additional dollars to be paid assessor				
* Negative = dollars to be reimbursed entity by the assessor	<u>1,032.66</u>	<u>126.71</u>		

****Bond Levies for county commission and municipalities should be included in the current column for this assignment. The bond levy column and the current column on the settlement should be summed and posted to the reconciliation form. DO NOT INCLUDE SCHOOL BOND LEVIES.**

Muni 12 CURRENT & BOND Levy	Muni 13 CURRENT & BOND Levy	Muni 14 CURRENT & BOND Levy	Muni 15 CURRENT & BOND Levy	Total CURRENT & BOND Levy
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				494,185.00
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				7,701.86
--	--	--	--	----------

				998.09
--	--	--	--	--------

				10,653.85
--	--	--	--	-----------

				71,933.48
--	--	--	--	-----------

				570,068.56
--	--	--	--	------------

				N/A
--	--	--	--	-----

				570,068.56
--	--	--	--	------------

				11,401.37
--	--	--	--	-----------

				10,242.00
--	--	--	--	-----------

				1,159.37
--	--	--	--	----------

**DISTRIBUTION ASSESSOR'S VALUATION FUND 2024 - 2025
BASED ON ACTUAL TAX COLLECTION FYE 2024**

Entity	Actual Distribution	July 5%	August 26%	September 22%	October 13%	November 3%	December 3%	January 2%	February 13%	March 17%	April 6%	Check Total Distribution
General County	94,258.31	4,712.92	24,507.16	20,736.83	2,827.75	2,827.75	2,827.75	1,885.17	12,253.58	16,023.91	5,655.50	94,258.31
School Current	127,047.68	6,352.38	33,032.40	27,950.49	3,811.43	3,811.43	3,811.43	2,540.95	16,516.20	21,598.10	7,622.86	127,047.68
Weston	10,045.66	502.28	2,611.87	2,210.04	301.37	301.37	301.37	200.91	1,305.94	1,707.76	602.74	10,045.66
Jane Lew	1,355.71	67.79	352.49	298.26	40.67	40.67	40.67	27.11	176.24	230.47	81.34	1,355.71
Muni 3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Muni 4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Muni 5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Muni 6	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Muni 7	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Muni 8	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Muni 9	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Muni 10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Muni 11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Muni 12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Muni 13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Muni 14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Muni 15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Grand Total	232,707.36	11,635.37	60,503.91	51,195.62	6,981.22	6,981.22	6,981.22	4,654.15	30,251.96	39,560.25	13,962.44	232,707.36

* - Using this actual tax collection form is our recommended distribution procedure

**DISTRIBUTION ASSESSOR'S VALUATION FUND 2024-2025 FY
BASED ON TARGET TAX COLLECTION FYE 2024**

Entity	Target Distribution	July 5%	August 26%	September 22%	October 3%	November 3%	December 3%	January 2%	February 13%	March 17%	April 6%	Check Total Distribution
General County	89,089.00	4,454.45	23,163.14	19,599.58	2,672.67	2,672.67	2,672.67	1,781.78	11,581.57	15,145.13	5,345.34	89,089.00
School Current	118,371.00	5,918.55	30,776.46	26,041.62	3,551.13	3,551.13	3,551.13	2,367.42	15,388.23	20,123.07	7,102.26	118,371.00
Weston	9,013.00	450.65	2,343.38	1,982.86	270.39	270.39	270.39	180.26	1,171.69	1,532.21	540.78	9,013.00
Jane Lew	1,229.00	61.45	319.54	270.38	36.87	36.87	36.87	24.58	159.77	208.93	73.74	1,229.00
Muni 3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Muni 4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Muni 5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Muni 6	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Muni 7	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Muni 8	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Muni 9	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Muni 10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Muni 11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Muni 12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Muni 13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Muni 14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Muni 15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Grand Total	217,702.00	10,885.10	56,602.52	47,894.44	6,531.06	6,531.06	6,531.06	4,354.04	28,301.26	37,009.34	13,062.12	217,702.00

* - Using actual tax collection is our recommended distribution procedure



State of West Virginia

Office of the State Auditor
County Collections Division
State Capitol, Building 1, Suite W-118
1900 Kanawha Boulevard, East
Charleston, West Virginia 25305

John B. McCuskey
State Auditor and
Commissioner of Delinquent
and Nonentered Lands

Toll Free: (888) 509-6568
www.wvsao.gov

July 19, 2024

Honorable David B. Gosa
Sheriff & Treasurer
Lewis County
110 Center Ave
Weston, WV 26452

Dear Sheriff & Treasurer:

You will be receiving a check in the amount of \$27,356.18 in the next few days from the State Auditor's Office representing the Public Utilities Tax and IRP Trucks Ad Valorem Fees collected by this office for the period of 07/02/2024 to 07/02/2024.

Please keep the following breakdown for your records:

	Public Utilities Tax	IRP Trucks Fee	Total
2023 County Current Expense	66.70 ✓	0.00	66.70
2023 School Current	90.48	0.00	90.48
2023 School Excess Levy	48.13	0.00	48.13
2024 County Current Expense	0.00	8,820.02	8,820.02
2024 School Current	0.00	11,965.63	11,965.63
2024 School Excess Levy	0.00	6,365.22	6,365.22
Totals	\$205.31	27,150.87	\$27,356.18

Any bond money collected is being forwarded to the Municipal Bond Commission for credit.

If this office can be of future assistance, please contact Russell Rollyson at (304) 558-2251, Extension 8535.

Sincerely,

John B. McCuskey
State Auditor

IBM/pu

8/12/24
83305

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

DISCOUNTED RATE FY25 LEWIS COUNTY
PO BOX 466
WESTON, WV 26452

Invoice Number: 7124EBEF

Invoice Date: 8/2/2024 10:31:40 AM

Month of Service: July, 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 Discounted Rate FY25 Lewis County for the month of July, 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: July

Number of Inmate Days: 569

Per Diem Rate: \$45.97

Amount Due: July, 2024

\$26,156.93

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

Jane Lew Public Service District

70 Park Avenue
Jane Lew, WV 26378

Regular Meeting

August 8, 2024 4:00 PM

~~ Public Board Meeting Agenda ~~

I. Call to Order (Gee)

~~ ROUTINE MONTHLY BUSINESS ~~

II. Minutes 7/11/2024)

III. General Manager's July Reports (Snow-McKisic)

A. WATER:

1. Water Bills
2. Water Treasury Report
3. Water Adjustments Report
4. Water Purchase, Sales & Loss Report
5. Water Preventive Maintenance Report (*Preventing unplanned breakdowns*)
6. Water Repairs Report (*fixing unplanned breakdowns*)
7. Leak Detection Report (*finding and fixing leaks*)
8. Cross Connections/Backflow Report
9. New Taps (non-project)
10. Other

B. WASTEWATER:

1. Wastewater Bills
2. Wastewater Treasury Report
3. Wastewater Adjustments Report
4. Wastewater Treatment Purchase, Sales & Loss Report
5. Wastewater Preventive Maintenance Report (*Preventing unplanned breakdowns*)
6. Wastewater Repairs Report (*fixing unplanned breakdowns*)
7. New Taps (non-project)
8. Other

IV. PSD Policies and Job Descriptions (Snow-McKisic)

V. Personnel (Snow-McKisic)

VI. Announcements (Board or Snow-McKisic)

VIII. Correspondence (Snow-McKisic)

~~ OLD BUSINESS ~~

IX. 24-0475-PWD-30B-UPDATE-Pass through rate increase approved. New rates will take effect on the August bill.

~~ NEW BUSINESS ~~

X. Late-Received Agenda Items (Snow-McKisic)

XI. Adjournment (Gee)

OATH OF OFFICE AND CERTIFICATE

STATE OF WEST VIRGINIA

COUNTY OF LEWIS, TO-WIT:

*I, **Ruth Straley**, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of West Virginia, and that I will faithfully discharge the duties of serving as a re-appointed member of the*

LEWIS COUNTY Safe Sites and Structures Committee

to the best of my skill and judgment, SO HELP ME GOD.

(Signature of affiant) _____

This being a re-appointed two (2) year term ending August 1st, 2026.

Subscribed and sworn to before me, in said County and State, this the 20th day of August, 2024.

*Robert Stewart, President
Lewis County Commission*



Sherrri A. Young, DO, MBA, FAAFP
Cabinet Secretary

Joseph W. Ratliff, BA, FP-C
Director

MEMORANDUM

DATE: August 5, 2024

TO: All County Commissioners

FROM: Joseph Ratliff, BA, FP-C
Director, West Virginia Office of Emergency Medical Services

RE: Senate Bill 737

As you may know, Senate Bill 737 created the Emergency Medical Services Salary Enhancement Fund and mandated the promulgation of an accompanying legislative rule, 64CSR116. Pursuant to 64CSR116-4.3., each county must complete a County Questionnaire **on or before September 1** of each year to allow the Office of Emergency Medical Services to allocate available funds in accordance with the rule.

A copy of the County Questionnaire, which is also available on the Secretary of State's website as APPENDIX A to 64CSR116, is attached to this memorandum. Please do not hesitate to contact the Office of Emergency Medical Services with questions as you complete this form.



64CSR116

TITLE 64
LEGISLATIVE RULE
DEPARTMENT OF HEALTH

SERIES 116
DISTRIBUTION OF FUNDS FROM EMERGENCY MEDICAL SERVICES
SALARY ENHANCEMENT FUND

§64-116-1. General.

1.1. Scope. -- This legislative rule establishes a formula for the Director to use in distributing funds from the Emergency Medical Services Salary Enhancement Fund.

1.2. Authority. -- W. Va. Code §16-4C-25.

1.3. Filing Date. -- March 28, 2024.

1.4. Effective Date. -- March 28, 2024.

1.5. Sunset Provision. -- This rule shall terminate and have no further force or effect on August 1, 2029.

§64-116-2. Application and Enforcement.

2.1. Application. -- This rule applies to the distribution, by the Director, of funds from the Emergency Medical Services Salary Enhancement Fund.

2.2. Enforcement. -- This rule is enforced by the Director of the Office of Emergency Medical Services.

§64-116-3. Definitions.

3.1. Active Emergency Medical Services Personnel -- An Advanced Emergency Medical Technician, Emergency Medical Technician, Emergency Medical Vehicle Operator, or Paramedic who is a paid employee of an ambulance transporting agency and participates in 10 or more 911 call responses in a 12-month period.

3.2. Ambulance Transporting Agency -- A person or entity licensed to provide emergency medical services dispatched through a 911 call center for the purpose of responding to a 911 call.

3.3. County Questionnaire -- Questionnaire supplied to each county annually by the Director to assist in the allocation of funds in accordance with this rule.

3.4. Crisis Response -- Funds designated for and distributed to counties for the sole purpose of providing care to emergency medical services personnel during a mental health crisis by a trained designee.

3.5. Crisis Response Team -- Designated group of personnel trained to provide care to emergency medical services personnel during a mental health crisis.

3.6. Director -- The Director of the Office of Emergency Medical Services, as created by W. Va. Code §16-4C-4, or his or her designee.

3.7. Emergency Medical Services Region -- A defined region of coordinated resources to provide emergency medical services within a geographic area available at <https://www.wvoems.org/files/maps/medical-command-map>.

3.8. Fiscal Year -- 12-month period beginning July 1 and ending June 30.

3.9. Post-Fund Distribution Assessment -- Form supplied to each county annually by the Director to assist in the assessment and accounting of funds distributed in accordance with this rule.

3.10. Primary Agency -- An ambulance transporting agency at which active emergency medical services personnel are employed for 51 percent or more of their working hours.

3.11. Salary Supplementation -- Funds designated for and distributed to counties for the sole purpose of supplementing the salaries of active emergency medical services personnel in accordance with State law and this rule.

§64-116-4. Formula; Allocation of Funds; Distribution.

4.1. The Director shall distribute funds for salary supplementation and crisis response to counties as directed by the State Legislature, this rule, and State law.

4.2. The amount of funds for salary supplementation and crisis response available for distribution to counties by the formula established by subsection 4.4. of this rule is the balance of available funds in the Emergency Medical Services Salary Enhancement Fund as established in W. Va. Code §16-4C-25(a).

4.3. Each county shall complete and submit a County Questionnaire attached to this rule as APPENDIX A. The County Questionnaire shall be supplied by the Director on or before August 1 of each year and shall be submitted to the Office of Emergency Medical Services on or before September 1 of each year. The questionnaire shall be used in determining the allocations of funds according to the formula established by subsection 4.4. of this rule. Counties that do not submit a completed County Questionnaire will be given scores of 0.

4.4. The Director shall calculate the amount of funds for salary supplementation and crisis response to be distributed to counties according to the following formula:

4.4.1. Step 1 Crisis Response: 10 percent of the funds available for distribution shall be divided equally among each emergency medical services region, as defined by the Office of Emergency Medical Services, and shall be allocated solely to the enhancement of crisis response services within each region. Within each region, the funds allocated shall be divided among counties according to the number of members each county supports on a crisis response team, as outlined below. These crisis response funds shall be expended for no purpose other than ensuring crisis response teams receive uniform training and coordination through a statewide program to ensure continuity of crisis response services.

4.4.1.a. Crisis response teams:

4.4.1.a.1. Each emergency medical services region shall establish a crisis response team consisting of no less than 10 active members.

4.4.1.a.2. The county commissions comprising each emergency medical services region shall cooperate to recruit crisis response team members. Each county having one or more members serving on a crisis response team shall receive funding according to the formula set forth in subsection 4.4.1.

4.4.2. Step 2 Counties demonstrating the most need: Counties that share at least one border with

a neighboring state are assigned a coefficient of 4. Super Rural counties are assigned a coefficient of 4. Rural counties are assigned a coefficient of 2. Urban counties are assigned a coefficient of 0. Rurality is determined by the level of rurality on 51 percent of the zip codes in each county established by the most recent rurality index published by the Centers for Medicare and Medicaid Services available at <https://www.cms.gov/Medicare/Medicare-Fee-for-Service-Payment/AmbulanceFeeSchedule>.

4.4.3. Step 3 Existing levy for emergency medical services: Counties with an existing levy for emergency medical services or a special emergency ambulance service fee pursuant to W. Va. Code §7-15-17 are assigned a coefficient of 3.

4.4.4. Step 4 Maximum allowable rate on regular levies:

4.4.4.a. Counties that have reached the maximum allowable rate on all regular levies are assigned a coefficient of 2.

4.4.4.b. Counties that have reached the maximum allowable rate on one half of the regular levies are assigned a coefficient of 1.

4.4.5. Step 5 Additional qualifying factors:

4.4.5.a. Counties that report an emergency medical services personnel vacancy rate of more than 20 percent are assigned a coefficient of 2.

4.4.5.b. Counties that report an emergency medical services personnel vacancy rate of between 10 and 20 percent are assigned a coefficient of 1.

4.4.5.c. Counties that report an emergency medical services personnel annual salary differential of a minimum of 10 percent lower than any bordering county are assigned a coefficient of 1.

4.4.5.d. Counties that report one or more cities or municipalities with no projected budget surplus during a fiscal year are assigned a coefficient of 1.

4.4.6. Step 6 County distribution: County distribution is determined by:

4.4.6.a. Adding the coefficients from Steps 2 through 5 for each county;

4.4.6.b. Tier 1: 50 percent of the available funds shall be divided equally among those counties with a coefficient total of 12 or greater; Tier 2: 35 percent of the available funds shall be divided equally among those counties with a coefficient total of 6, 7, 8, 9, 10, or 11; Tier 3: 15 percent of the available funds shall be divided equally among those counties with a coefficient total of 5 or less.

4.4.6.b.1. If no counties fall within Tier 2, the available funds that would be allocated to Tier 2 counties shall be divided in half; one half shall be redistributed equally among those counties falling within Tier 1, and one half shall be redistributed equally among those counties falling within Tier 3.

4.4.6.b.2. If no counties fall within Tier 3, the available funds that would be allocated to Tier 3 counties shall be redistributed equally among those counties falling within Tier 1.

4.4.6.b.3. If five or fewer counties fall within Tier 1, those counties falling within Tier 1 shall be assigned to Tier 2 and the available funds that would be allocated to Tier 1 counties shall be divided in half; one half shall be redistributed equally among those counties falling within Tier 2, and one half shall be redistributed equally among those counties falling within Tier 3.

64CSR116

4.4.6.b.4. If five or fewer counties fall within Tier 2, those counties falling within Tier 2 shall be assigned to Tier 3 and the available funds that would be allocated to Tier 2 counties shall be divided in half; one half shall be redistributed equally among those counties falling within Tier 1, and one half shall be redistributed equally among those counties falling within Tier 3.

4.4.6.b.5. If five or fewer counties fall within Tier 3, those counties falling within Tier 3 shall be assigned to Tier 2 and the available funds that would be allocated to Tier 3 counties shall be divided in half; one half shall be redistributed equally among those counties falling within Tier 1, and one half shall be redistributed equally among those counties falling within Tier 2.

4.5. In performing the assessment described in subsection 4.4. of this rule, the Director shall use the most recent information available as provided by each county.

4.6. The Director shall complete the assessments described in subsection 4.4. of this rule as soon as possible but no later than September 15 of each year.

4.7. After completing the assessments described in subsection 4.4. of this rule, the Director shall inform each county in writing of its allocation as soon as possible, but no later than October 1 of each year.

4.8. The Director shall cause funds for salary supplementation and crisis response, together with the post-fund distribution assessment attached to this rule as APPENDIX B, to be distributed to counties according to standard State procedures as soon as possible, but no later than November 1 of each year.

4.9. Counties receiving funds in accordance with this rule that house more than one ambulance transporting agency shall distribute funds to those agencies using a percentage allocation based upon 911 call volume. There is a presumption that active emergency medical services personnel will receive salary supplementation funds from their primary agency.

4.10. Counties receiving funds in accordance with this rule shall complete and submit the post-fund distribution assessment to the Office of Emergency Medical Services on or before December 1 of each year. Counties that fail to distribute funds in accordance with this rule may be disqualified from receipt of salary supplementation funds during the following calendar year.

§64-116-5. Administrative Due Process.

5.1. Any person adversely affected by the enforcement of this rule desiring a contested case hearing to determine any rights, duties, interests, or privileges shall do so in a manner prescribed in the Bureau for Public Health's procedural rule, Rules of Procedure for Contested Case Hearings and Declaratory Rulings, 64CSR1.

APPENDIX A 64CSR116. County Questionnaire.

Responding County Name _____ Date Completed _____

County Demographics

2020 County Population _____ County Fiscal Year Beginning Month _____

Current Population Estimate _____ Presence of EMS Specific Levy ___ Yes ___ No

If Yes, list the formal name of the EMS levy as listed on ballots _____

If Yes, when was levy last renewed or enacted (if on first election cycle) _____

List your county's overall levy rate versus the state maximum rate as a percentage _____ %

Are there cities, towns, or municipalities in the county who will have budget excesses this FY? ___ Yes
___ No

****Please include the most recent, voter approved levy order or special fee order as addendum****

Ambulance Response Information

Total 911 request for ambulance service for last calendar year _____

Total number of WV Licensed Ambulance Transporting Agencies in county _____

Total number of Active EMS Personnel _____

Total EMVO _____ Total EMT _____ Total Advanced- EMT _____ Total Paramedic _____

Current New Hire Pay Rates (annual)
EMVO \$ _____ EMT\$ _____ Advanced-EMT\$ _____ Paramedic\$ _____

Are/Is the agency(ies) serving your county "short staffed" ___ Yes ___ No

If yes, indicate the number of positions in each category that your county is short (Dedicated to 911 response only)
Total EMVO _____ Total EMT _____ Total Advanced- EMT _____ Total Paramedic _____

Of Contiguous Counties (include out-of-state) to you, list the starting annual salaries for EMS positions.

County Name	EMVO Annual	EMT Annual	A-EMT Annual	Paramedic
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$

Crisis Response Team

Does your county have an organized Crisis Response Team specifically geared toward first responders including, but not limited to, EMS? ____ Yes ____ No

If Yes, number of team members currently trained and deployable _____

If No, Do you have plans to implement a Crisis Response Team? ____ Yes ____ No

If Yes, Date team will be operational _____ Team Liaison Name _____

Cell _____

****Please list each additional team members and their contact information individually as an addendum****

County Commission Signatures

Name _____ County Commission President	Name _____ County Commissioner	Name _____ County Commissioner
Street _____ City _____, WV Zip _____ Phone: _____ Cell _____	Street _____ City _____, WV Zip _____ Phone: _____ Cell _____	Street _____ City _____, WV Zip _____ Phone: _____ Cell _____

64CSR116

APPENDIX B 64CSR116. Post-Fund Distribution Assessment.

Responding County Name _____ Date Completed _____

****PLEASE PROVIDE THE FOLLOWING INFORMATION FOR EACH AGENCY IN YOUR COUNTY****

Agency Name _____

Total funding allocated by the county commission to agency pursuant to 64CSR116 _____

Please attach as an addendum the following: Name, Provider Number, and amount of salary supplementation distributed to each emergency medical services provider at each agency in your county.

County Commission Signatures		
Name _____ County Commission President	Name _____ County Commissioner	Name _____ County Commissioner
Street _____	Street _____	Street _____
City _____, WV	City _____, WV	City _____, WV
Zip _____	Zip _____	Zip _____
Phone: _____	Phone: _____	Phone: _____
Cell _____	Cell _____	Cell _____

BETH A. BURKHART
LEWIS COUNTY
CIRCUIT AND FAMILY COURT CLERK
117 COURT AVENUE
WESTON, WV 26452

(304) 269-8210
FAX (304) 269-8249

TWENTY-SIXTH JUDICIAL CIRCUIT
THE HONORABLE Judge Jacob E. Reger
THE HONORABLE Judge Kurt W. Hall
(304) 472-5556 / (304) 269-8229
SEVENTEENTH FAMILY COURT CIRCUIT
THE HONORABLE Theresa Cogar Turner
(304) 269-0432

TERMS OF CIRCUIT COURT

FIRST MONDAY IN MARCH
SECOND MONDAY IN JULY
FIRST MONDAY IN NOVEMBER

August 13, 2024

To: Lewis County Commission

Reference: Hiring Deputy Circuit Clerk

Honorable Commissioner Bobby Stewart, President
Honorable Commissioner Agnes G. Queen
Honorable Commissioner Roderick B. Wyman

After the completion of skill assessments and interviews of 9 applicants, I have selected Janna Rice for one of the vacant positions within my department. Please accept my request for Janna Rice to be approved/hired as Deputy Circuit Clerk by the Lewis County Commission at the August 20, 2024 meeting.

Pending background clearance and Commission approval, Ms. Rice will report to the Lewis County Circuit Clerks office August 21st to begin her position as Deputy Circuit Clerk. I am requesting the annual salary for Ms. Rice to be set at \$30,000.00.

Additionally, I respectfully request the Commission consider granting Deputy Circuit Clerk Janna Rice a waiver of the 90-day probationary period for new employees. My petition is confidently submitted for your consideration since Ms. Rice has exhibited the desired skill level and ability essential to the operations of the Lewis County Circuit Clerks office.

I greatly appreciate your attention to the matter. If you need further information or have any questions, please contact me at your convenience.

Respectfully,



Beth A. Burkhardt
Lewis County Circuit Clerk

CC: Finance
Employee File

BETH A. BURKHART
LEWIS COUNTY
CIRCUIT AND FAMILY COURT CLERK
117 COURT AVENUE
WESTON, WV 26452

(304) 269-8210
FAX (304) 269-8249

TWENTY-SIXTH JUDICIAL CIRCUIT
THE HONORABLE Judge Jacob E. Reger
THE HONORABLE Judge Kurt W. Hall
(304) 472-5556 / (304) 269-8229
SEVENTEENTH FAMILY COURT CIRCUIT
THE HONORABLE Theresa Cogar Turner
(304) 269-0432

TERMS OF CIRCUIT COURT

FIRST MONDAY IN MARCH
SECOND MONDAY IN JULY
FIRST MONDAY IN NOVEMBER

August 13, 2024

To: Lewis County Commission

Reference: Hiring Deputy Circuit Clerk

Honorable Commissioner Bobby Stewart, President
Honorable Commissioner Agnes G. Queen
Honorable Commissioner Roderick B. Wyman

After the completion of skill assessments and interviews of 9 applicants, I have selected Lesley Pertz for one of the vacant positions within my department. Please accept my request for Lesley Pertz to be approved/hired as Deputy Circuit Clerk by the Lewis County Commission at the August 20, 2024 meeting.

Pending background clearance and Commission approval, Ms. Pertz will report to the Lewis County Circuit Clerks office August 26th to begin her position as Deputy Circuit Clerk. I am requesting the annual salary for Ms. Pertz to be set at \$30,000.00.

Additionally, I respectfully request the Commission consider granting Deputy Circuit Clerk Lesley Pertz a waiver of the 90-day probationary period for new employees. My petition is confidently submitted for your consideration since Ms. Pertz has exhibited the desired skill level and ability essential to the operations of the Lewis County Circuit Clerks office.

I greatly appreciate your attention to the matter. If you need further information or have any questions, please contact me at your convenience.

Respectfully,



Beth A. Burkhardt
Lewis County Circuit Clerk

CC: Finance
Employee File

Client: LG 911 - Change Order Proposal #11R1 - EOC
Asphalt Regrading
Property: 476 US Route 19 North
Weston, WV 26452

Operator: JUSTIN_D

Estimator: Justin Dozier
Company: Danhill Construction Company
Business: P.O. Box 685
Gauley Bridge, WV 25085

Cellular: (304) 663-9065
E-mail: justin.
dozier@danhillconstruction.
com

Type of Estimate:

Date Entered: 7/30/2024

Date Assigned:

Price List: WVFA8X_JUL24

Labor Efficiency: Restoration/Service/Remodel

Estimate: 2024-07-30-0845

2024-07-30-0845

General Requirements (DHC)*

CAT	SEL	ACT DESCRIPTION	REMOVE	REPLACE	TAX	TOTAL
	CALC	QTY				
1. FEE	TIPF	+ Bonds (2%)				
	0.02	0.02 EA [*]	0.00+	86,936.41 =	0.00	1,738.73
2. FEE	TIPF	+ General Contractor's - General Liability Insurance (1%)				
	0.01	0.01 EA [*]	0.00+	86,936.41 =	0.00	869.36
Totals: General Requirements (DHC)*					0.00	2,608.09

Project Management (DHC)*

CAT	SEL	ACT DESCRIPTION	REMOVE	REPLACE	TAX	TOTAL
	CALC	QTY				
3. LAB	ADMIN	+ Project Management & Coordination				
	0	0.00 HR [*]			0.00	0.00
Project Management and Coordination - No Charge						
Totals: Project Management (DHC)*					0.00	0.00

Supervision (DHC)*

CAT	SEL	ACT DESCRIPTION	REMOVE	REPLACE	TAX	TOTAL
	CALC	QTY				
4. LAB	SUPERC	1 On-Site Supervision and Coordination				
	40	40.00 HR	0.00+	72.43 =	0.00	2,897.20
On-Site Supervision and Coordination: - Coordinate and supervise Subcontractor for added scope of work. - Quality Control and Quality Assurance of added scope of work. - Provide layout for added scope of work. - Provide elevations (survey) of added scope of work to ensure positive drainage.						
5. FEE	TIPF	+ General Contractor's Overhead & Profit (15%)				
	0.15	0.15 EA [*]	0.00+	2,897.20 =	0.00	434.58
Totals: Supervision (DHC)*					0.00	3,331.78

Separation Fabric (DHC)*

CAT	SEL	ACT DESCRIPTION		REMOVE	REPLACE	TAX	TOTAL
	CALC	QTY					
6. LND	LFB		M Material Only Separation Fabric (Material)				
	1000	1000.00 SY	[*]	0.00+	0.65 =	0.00	650.00
7. LND	LFB		I Install Separation Fabric (Installation)				
	1000	1000.00 SY		0.00+	0.50 =	0.00	500.00
8. FEE	TIPF		+ General Contractor's Overhead & Profit (15%)				
	0.15	0.15 EA	[*]	0.00+	1,150.00 =	0.00	172.50
Totals: Separation Fabric (DHC)*						0.00	1,322.50

Excavation, Earthwork and Paving (Parrotta)

*

CAT	SEL	ACT DESCRIPTION		REMOVE	REPLACE	TAX	TOTAL
	CALC	QTY					
9. EXC	AGP		+ Excavation, Earthwork and Paving (Parrotta Paving)				
	1	1.00 EA	[*]	0.00+	72,500.00 =	0.00	72,500.00
Scope of Work:							
- Removal of Approximately 9500 SF							
- Mobilization of equipment and materials to jobsite.							
- Remove and haul away approximately 12" of material.							
- Compact subgrade.							
- Stone and Asphalt - Approximately 9,500 SF							
- Mobilization of equipment and materials to jobsite.							
- Install 8" of type 1 stone in 2 - 4" lifts and compact.							
- Install 3.5" asphalt base course type 2 commercial.							
10. FEE	TIPF		+ General Contractor's Overhead & Profit (10%)				
	0.10	0.10 EA	[*]	0.00+	72,500.00 =	0.00	7,250.00
Totals: Excavation, Earthwork and Paving (Parrotta)*						0.00	79,750.00
Line Item Totals: 2024-07-30-0845						0.00	87,012.37

Summary

Line Item Total	87,012.37
Replacement Cost Value	\$87,012.37
Net Claim	\$87,012.37

Justin Dozier 8/2/2024
Justin Dozier



Parrotta Paving Co. Inc.
P.O. Box 1259 | Dellslow, WV 26531
Contractors License #WV 001946

Office 304.292.0905 | Fax 304.292.8885
Web ParrottaPaving.com

Prepared By Dominick Parrotta
Email domp@parrottapaving.com

SPECS AND ESTIMATES

We hereby submit specs and estimates for:

Lewis-Gilmer County 911 Call
Center

Item 1

Removal of Approx. 9500 sq. ft

- Mobilization Of Equipment And Materials To Jobsite.
- Remove and haul away approx. 12 inches of material
- Compact Subgrade

Stone and Asphalt – Approx. 9500 sq. ft

- Mobilization Of Equipment And Materials To Jobsite.
- Install 8" of type 1 stone in 2 4" lifts and compact
- Install 3.5" Asphalt Base Course type 2 compacted

Cost \$ 72,500.00

Randall Parrotta

7/29/2024

Randall Parrotta, President
Parrotta Paving Co. Inc.

Date

Following are the clauses that go along with the attached quote for: Lewis – Gilmer County 911 Center

- Price does not include a 2% B&O tax or any permit fees
- Price does not include any layout or compaction testing
- Price is based on a non prevailing wage rate
- Materials prices are based on index as of July 29,2024. Both index and pricing are subject to change as per petroleum price fluctuations. (As per our material Supplier)



08/12/2024
15.18.24

Sheriff's Commission
Sheriff of LEWIS COUNTY County, West Virginia
07/01/2023-06/30/2024
Levyng Body-TOTAL

Current Year Taxes	9,081,089.84
Additional Levies	<u>67,494.69</u>
A. Total Taxes Levied	9,148,584.53
Less: Exoneration without refund & Bankruptcy	-60,630.84
Exoneration with refund	-7,463.54
Certified to State	<u>-21,221.06</u>
B. Total Net Levy	9,059,269.09
Add: Certified to State Collected	18,612.33
Less: Ending Accounts Receivable	<u>-386,131.34</u>
C. Net Current Year Taxes	8,691,749.86
Less: 85% of Net Levy	<u>-7,700,378.40</u>
D. Current Year Taxes over 85%	991,371.37
E. Amount to be paid to Sheriff	<u>15,000.00</u>
Calculated Weights per Levyng Body	1.0000

08/12/2024
15.18.24

Sheriff's Commission
Sheriff of LEWIS COUNTY County, West Virginia
07/01/2023-06/30/2024
Levying Body-STATE

Current Year Taxes	63,382.74
Additional Levies	<u>458.60</u>
A. Total Taxes Levied	63,841.34
Less: Exoneration without refund & Bankruptcy	-440.88
Exoneration with refund Certified to State	<u>-54.84</u> <u>-134.38</u>
B. Total Net Levy	63,211.24
Add: Certified to State Collected	117.24
Less: Ending Accounts Receivable	<u>-2,661.28</u>
C. Net Current Year Taxes	60,667.20
Less: 85% of Net Levy	<u>-53,729.55</u>
D. Current Year Taxes over 85%	6,937.65
E. Amount to be paid to Sheriff	<u>103.50</u>
Calculated Weights per Levying Body	.0069

08/12/2024
15.18.24

Sheriff's Commission
Sheriff of LEWIS COUNTY County, West Virginia
07/01/2023-06/30/2024
Levying Body-COUNTY CURRENT

Current Year Taxes	3,625,497.41
Additional Levies	<u>26,232.06</u>
A. Total Taxes Levied	3,651,729.47
Less: Exoneration without refund & Bankruptcy	-25,222.73
Exoneration with refund	-3,140.12
Certified to State	<u>-7,689.25</u>
B. Total Net Levy	3,615,677.37
Add: Certified to State Collected	6,707.99
Less: Ending Accounts Receivable	<u>-152,230.36</u>
C. Net Current Year Taxes	3,470,155.00
Less: 85% of Net Levy	<u>-3,073,325.76</u>
D. Current Year Taxes over 85%	396,829.24
E. Amount to be paid to Sheriff	<u>5,986.50</u>
Calculated Weights per Levying Body	.3991

08/12/2024
15.18.24

Sheriff's Commission
Sheriff of LEWIS COUNTY County, West Virginia
07/01/2023-06/30/2024
Levying Body-BOARD OF EDUCATION

Current Year Taxes	4,918,507.02
Additional Levies	<u>35,587.55</u>
A. Total Taxes Levied	4,954,094.57
Less: Exoneration without refund & Bankruptcy	-34,218.27
Exoneration with refund	-4,260.04
Certified to State	<u>-10,431.58</u>
B. Total Net Levy	4,905,184.68
Add: Certified to State Collected	9,100.36
Less: Ending Accounts Receivable	<u>-206,522.33</u>
C. Net Current Year Taxes	4,707,762.71
Less: 85% of Net Levy	<u>-4,169,406.98</u>
D. Current Year Taxes over 85%	538,355.73
E. Amount to be paid to Sheriff	<u>8,122.50</u>
Calculated Weights per Levying Body	.5415

08/12/2024
15.18.24

Sheriff's Commission
Sheriff of LEWIS COUNTY County, West Virginia
07/01/2023-06/30/2024
Levying Body-Municipal-JANE LEW CITY

Current Year Taxes	51,429.55
Additional Levies	<u>779.79</u>
A. Total Taxes Levied	52,209.34
Less: Exoneration without refund & Bankruptcy	-362.16
Exoneration with refund	.00
Certified to State	<u>.00</u>
B. Total Net Levy	51,847.18
Add: Certified to State Collected	.00
Less: Ending Accounts Receivable	<u>-3,174.64</u>
C. Net Current Year Taxes	48,672.54
Less: 85% of Net Levy	<u>-44,070.10</u>
D. Current Year Taxes over 85%	4,602.44
E. Amount to be paid to Sheriff	<u>85.50</u>
Calculated Weights per Levying Body	.0057

08/12/2024
15.18.24

Sheriff's Commission
Sheriff of LEWIS COUNTY County, West Virginia
07/01/2023-06/30/2024
Levying Body-Municipal-COURT HOUSE CITY

Current Year Taxes	101,928.25
Additional Levies	<u>1,187.31</u>
A. Total Taxes Levied	103,115.56
Less: Exoneration without refund & Bankruptcy	-99.86
Exoneration with refund	.00
Certified to State	<u>-1,642.77</u>
B. Total Net Levy	101,372.93
Add: Certified to State Collected	1,426.77
Less: Ending Accounts Receivable	<u>-7,056.23</u>
C. Net Current Year Taxes	95,743.47
Less: 85% of Net Levy	<u>-86,166.99</u>
D. Current Year Taxes over 85%	9,576.48
E. Amount to be paid to Sheriff	<u>168.00</u>
Calculated Weights per Levying Body	.0112

08/12/2024
15.18.24

Sheriff's Commission
Sheriff of LEWIS COUNTY County, West Virginia
07/01/2023-06/30/2024
Levying Body-Municipal-FREEMANS CREEK CITY

Current Year Taxes	166,856.68
Additional Levies	<u>2,434.45</u>
A. Total Taxes Levied	169,291.13
Less: Exoneration without refund & Bankruptcy	-195.52
Exoneration with refund	.00
Certified to State	<u>-756.56</u>
B. Total Net Levy	168,339.05
Add: Certified to State Collected	693.41
Less: Ending Accounts Receivable	<u>-9,347.64</u>
C. Net Current Year Taxes	159,684.82
Less: 85% of Net Levy	<u>-143,088.19</u>
D. Current Year Taxes over 85%	16,596.63
E. Amount to be paid to Sheriff	<u>279.00</u>
Calculated Weights per Levying Body	.0186

08/12/2024
15.18.24

Sheriff's Commission
Sheriff of LEWIS COUNTY County, West Virginia
07/01/2023-06/30/2024
Levying Body-Municipal-HACKERS CREEK CITY

Current Year Taxes	153,488.57
Additional Levies	<u>814.94</u>
A. Total Taxes Levied	154,303.51
Less: Exoneration without refund & Bankruptcy	-91.76
Exoneration with refund	-8.77
Certified to State	<u>-566.71</u>
B. Total Net Levy	153,636.27
Add: Certified to State Collected	566.71
Less: Ending Accounts Receivable	<u>-5,138.86</u>
C. Net Current Year Taxes	149,064.12
Less: 85% of Net Levy	<u>-130,590.83</u>
D. Current Year Taxes over 85%	18,473.29
E. Amount to be paid to Sheriff	<u>255.00</u>
Calculated Weights per Levying Body	.0170

08/12/2024
15.18.24

Sheriff's Commission
Sheriff of LEWIS COUNTY County, West Virginia
07/01/2023-06/30/2024
Levying Body-Undistributed

Current Year Taxes	.38
Additional Levies	<u>.01</u>
A. Total Taxes Levied	.39
Less: Exoneration without refund & Bankruptcy	-.34
Exoneration with refund	-.23
Certified to State	<u>-.19</u>
B. Total Net Levy	-.37
Add: Certified to State Collected	.15
Less: Ending Accounts Receivable	<u>.00</u>
C. Net Current Year Taxes	-.22
Less: 85% of Net Levy	<u>.31</u>
D. Current Year Taxes over 85%	.09
E. Amount to be paid to Sheriff	<u>.00</u>
Calculated Weights per Levying Body	.0000

July, 31, 2024

TO: All Software Systems, Inc. Maintenance Contract Customers

SUBJECT: Changes in Maintenance Contract Amounts

Please find enclosed your new maintenance contract amounts. We will not be making any rate increases this year. As a reminder, the level 2 and level 3 amounts are based on your "usage" for the period 7/1/2023 through 6/30/2024. Each month, we include in our billing, a page with a header that says "Maintenance Information". It also notes that you are not to pay that amount, but it is the value of the services you have received under your maintenance contract. We do this so that you will recognize what factors influence the price of our support. You are effectively paying this year for services you received last year. We do not just bill a flat fee for our support. We compute different fees based on the amount of help each of our customers require. This is done in an effort to allow you to spread equal payments across the entire year, rather than having ups and downs in the amount due each month, and to be as fair as possible with our support charges.

Please enter the level of maintenance you want for each system in the column second from the right. Also, then please initial each line. If you do not make an entry in the "2024-2025" column, we will assume you wish to continue the same level as last year.

Please also note that we have assumed most counties would continue the same level of maintenance this year as last year. The invoice for July 2024 reflects new rates for the same level of maintenance you had last year. If you determine you wish to change the level of maintenance, we will adjust the amount, and make corresponding changes to the charges for services performed in July 2024.

We look forward to bringing you additional program enhancements this year under the Level 1 terms of your maintenance contracts, and as usual are anxious to help you with all your computing needs.

Lewis County County Clerk
 Lewis County Courthouse
 108 Center Ave.
 Weston WV 26452

Please find below the 2024-2025 maintenance charges proposed for your office(s). Level 1 charges are for program updates as per our maintenance contract. Level 2 charges are for telephone support. In the following list, you will find the number of calls we received from your staff, returned to your staff, or had our computer call your computer to evaluate a problem or transfer a program update. We also compute a Level 3 charge based on time spent performing data conversions and other on-site tasks. Some or all of the applications listed below were covered by maintenance contracts last year. We have indicated the level of maintenance you selected last year for each application. Unless we hear from you, we will continue to bill you for the same levels you selected last year, at the new rates. If you wish to make changes in your level of coverage, or have other questions about our maintenance contracts, please give us a call. If you are making changes, or wish to confirm your selections, please indicate the level of maintenance you require, and initial that line on this form. Please return any forms requesting changes in maintenance coverage as soon as possible.

<u>Application</u>	<u>Level 1 Charge</u>	<u>Number of Calls</u>	<u>Level 2 Charge</u>	<u>Level 3 Charge</u>	<u>Last Yr</u>	<u>Select New Level of Maintenance 2024-25</u>	<u>Initials</u>
Budget/Payroll	N/A	36 + lv2	N/A \$142.00	N/A	2	_____	_____

ACCEPTED: _____ DATE: _____

July, 31, 2024

TO: All Software Systems, Inc. Maintenance Contract Customers

SUBJECT: Changes in Maintenance Contract Amounts

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Lewis County Assessor
 PO Box 706

Weston WV 26452

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<u>Application</u>	<u>Level 1 Charge</u>	<u>Number of Calls</u>	<u>Level 2 Charge</u>	<u>Level 3 Charge</u>	<u>Last Yr</u>	<u>Select New Level of Maintenance 2024-25</u>	<u>Initials</u>
Assessor	\$66.70		\$66.70	N/A			
Supplementals		3 + 1/2	\$13.00				
			\$79.70		2	_____	_____

ACCEPTED: _____ DATE: _____

July, 31, 2024

TO: All Software Systems, Inc. Maintenance Contract Customers

SUBJECT: Changes in Maintenance Contract Amounts

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Lewis County Commission
 Lewis County Courthouse
 108 Center Ave.
 Weston WV 26452

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<u>Application</u>	<u>Level 1 Charge</u>	<u>Number of Calls</u>	<u>Level 2 Charge</u>	<u>Level 3 Charge</u>	<u>Last Yr</u>	<u>Select New Level of Maintenance 2024-25</u>	<u>Initials</u>
System/Hardware	N/A	7 + 1/2	N/A	N/A			
			\$22.00				
			\$22.00		2	_____	_____

ACCEPTED: _____ DATE: _____

July, 31, 2024

TO: All Software Systems, Inc. Maintenance Contract Customers

SUBJECT: Changes in Maintenance Contract Amounts

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Lewis County Tax Office
 Lewis County Courthouse
 108 Center Ave.
 Weston WV 26452

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<u>Application</u>	<u>Level 1 Charge</u>	<u>Number of Calls</u>	<u>Level 2 Charge</u>	<u>Level 3 Charge</u>	<u>Last Yr</u>	<u>Select New Level of Maintenance 2024-25</u>	<u>Initials</u>
Sheriff's Accounting	\$287.50	23 + lvl2	\$287.50	N/A	2	_____	_____
			<u>\$70.00</u>				
			\$357.50				
Tax Collection	\$287.50	29 + lvl2	\$287.50	\$287.50	3	_____	_____
			<u>\$118.00</u>	\$118.00			
			\$405.50 + lvl3	<u>\$90.00</u>			
				\$495.50			
Tax Internet Inquiry	\$115.00	0 + lvl2	\$115.00	N/A	2	_____	_____
			<u>\$2.00</u>				
			\$117.00				
Tax On-line Payments	\$86.25	3 + lvl2	\$86.25	N/A	2	_____	_____
			<u>\$10.00</u>				
			\$96.25				

ACCEPTED: _____ DATE: _____

IN RE: POLLING PLACE CHANGE FOR PRECINCT #11

ORDER

WHEREAS, the County Commission of Lewis County, West Virginia, found it necessary to change the location of the polling place for Precinct #11 located in the J.E. Hitt Garage to the Hitt's Garage & Body Shop, this precinct being a part of the voting district Hacker's Creek Magisterial District, Lewis County, in accordance with WV Code §3-1-7; and

WHEREAS, proper notice having been published in the Weston Democrat for two (2) consecutive weeks and at least thirty (30) days effective August 8, 2024.

NOW, THEREFORE, it is ordered that the polling place for Precinct #11 J.E. Hitt Garage be changed to and moved to the Hitt's Garage & Body Shop and be known as Precinct #11 Hitt's Garage & Body Shop, with this precinct being a part of the voting district Hacker's Creek Magisterial District, Lewis County.

ORDERED and ATTESTED to this 20th day of August, 2024, and being effective August, 2024, by the members of the County Commission and the Clerk of said Commission.

Robert S. Stewart, III, President

Agnes G. Queen

Roderick B. Wyman

ATTEST: