

**Lewis County Commission**  
**110 Center Avenue**  
**Lewis County Courthouse-2<sup>nd</sup> floor**  
**Weston, WV 26452**  
**Meeting Agenda**  
**Monday**  
**February 3, 2014**  
**10:00 AM**

**SILENT MEDITATION AND PLEDGE OF ALLEGIANCE**

1. **10:00 AM**      **Call Meeting to Order** (*action required*)
2. **10:05 AM**      **T. Chad Kelley, Lewis County Assessor**  
**Exonerations, Consolidations, Apportionments** (*action required*)

**APPOINTMENTS**

3. **10:15 AM**      **Steve Money Penny, Lewis-Gilmer Addressing**      **RE: Renaming of Staunton Pike**  
Chalets to Pioneer Road, Pioneer Drive, Pioneer  
Street or Pioneer Lane. This is located of Old Rt.  
33E. (*action required*)

**CORRESPONDENCE:**

4. **Upshur County Commission Agenda:** Agenda for the January 23, 2014 and January 30, 2014 Upshur County Commission Meeting (*information only*)
5. **Lewis County Convention and Visitors Bureau Meeting Minutes and Agenda:** Minutes of the November 5, 2013 Lewis County Convention and Visitors Bureau Meeting and Agenda for the February 4, 2014 meeting. (*information only*)
6. **Lewis County Animal Control Monthly Report:** December 2013 report of activities by the Lewis County Animal Control Officer including: number of complaints, animals picked up or dropped at animal control facility, euthanizations, adoptions, and bounty collected. (*information only*)
7. **Lewis County Animal Control Annual Reports:** Lewis County Animal Control Officer report for 2013 including: complaints, animals picked up, drops offs at the animal control facility euthanizations, reclaimed animals, and bounty collected. These statistics are recorded for the total year and monthly. (*information only*)
8. **Lewis County Park Board Meeting Minutes and Agenda:** The Lewis County Park Board October 28, 2013 Meeting Minutes and January 27, 2014 Meeting Agenda (*information only*)
9. **Lewis Upshur Local Emergency Planning Committee Meeting Minutes and Agenda:** The Lewis Upshur Local Emergency Planning Committee December 18, 2013 Meeting Minutes and January 15, 2014 Meeting Agenda. (*information only*)
10. **Notification of 2014 Small Cities Block Grant Application Period and Guidelines:** The West Virginia Development Office provides notification that the 2014 Small Cities Block Grant Applications must be post marked by May 21, 2014. The West Virginia Infrastructure and Jobs Council funding requests must be post marked by March 10, 2014. (*Information only*)
11. **Lewis County Hazardous Materials Response Team Meeting Minutes:** November 18, 2013 and December 16, 2013 Lewis County Hazardous Material Response Team Meeting Minutes (*information only*)
12. **Louis Bennett Library Report of Hotel Motel Tax Expenditures:** Report of Hotel Motel Tax Expenditures for the Louis Bennett Library for October, November and December, 2013. (*information only*)
13. **West Virginia State Tax Department Estimate for Fiscal Year 2014-15 Statewide Computer Network:** The West Virginia State Tax Department estimates the Fiscal Year expenditures for 2014-15 for budgetary purposes. The estimated Lewis County cost is \$38,615.00. (*information only*)
14. **Shenandoah Cable Television Franchise Fee Remittance for October, November and December 2013:** Shental Cable Television Franchise Fee for October, November and December, 2013 remitted to Lewis County-\$290,112.80. (*information only*)
15. **Lewis County Emergency Ambulance Service Authority Audit Report for Fiscal Year 2013:** Tetrick and Bartlett, Certified Public Accountants conducted an audit of the Lewis County Emergency Ambulance Service Authority for Fiscal Year 2013. Findings include: 1) segregation of duties, and 2) financial statement needs to be prepared in accepted accounting format (*information only*)

**BUSINESS:**

16. **Board and Committee Reports:** Individual Commissioners will give reports on any board or committee meeting(s) they have attended. *(information only)*
17. **General County Building Fund Certificate of Deposit Maturity:** The Lewis County General Building Fund Certificate of Deposit will have matured on February 15, 2014. Citizen's Bank has advised the certificate is currently earning .20 percent interest. If it is renewed for one year the rate will be .30 percent and a two year renewal rate will be .45 percent. *(action required)*
18. **Acceptance of Governor's Community Partnership Grant #12LEDA0746N for American Legion Post 166:** The American Legion Post 166 Grant Application for \$5,000.00 has been approved by the Governor. The Lewis County Commission is asked to execute the contract for the acceptance of this grant. The funds will be used for parking lot improvements. *(action required)*
19. **Governor's Community Partnership Grant #13LEDA0491 for Lewis County Baseball Change of Scope:** The Lewis County Baseball Association was awarded a \$5,000.00 Governor's Community Partnership Grant for the purchase of a scoreboard. The Baseball Association requests the County Commission approve a Change of Scope for this grant to allow funds to be used to install a batting cage *(action required)*
20. **Request for Payment and Grant Closure for Governor's Community Partnership Grant #13LEDA0126 in the amount of \$2,500.00 for the Jane Lew Community Center:** Execution of a request for payment and grant closure if Governor's Community Partnership Grant #13LEDA0491 in the amount of \$2,500.00 for the Jane Lew Community Center. Funds were used to for generator installation. *(action required)*
21. **Request for Payment and Grant Closure for Governor's Community Partnership Grant #12LEDA0440 in the amount of \$1,000.00 for the Jane Lew Community Center:** Execution of a request for payment and grant closure if Governor's Community Partnership Grant #12LEDA0440 in the amount of \$1,000.00 for the Jane Lew Community Center. Funds were used to for rewiring. *(action required)*
22. **Request for Payment and Grant Closure for Governor's Community Partnership Grant #13LEDA0486 in the amount of \$1,000.00 for the Jane Lew Community Center:** Execution of a request for payment and grant closure if Governor's Community Partnership Grant #13LEDA0486 in the amount of \$1,000.00 for the Jane Lew Community Center. Funds were used to for rewiring. *(action required)*
23. **Request for Payment and Grant Closure for Governor's Community Partnership Grant #11LEDA0558 in the amount of \$1,000.00 for the Jane Lew Community Center:** Execution of a request for payment and grant closure if Governor's Community Partnership Grant #11LEDA0558 in the amount of \$1,000.00 for the Jane Lew Community Center. Funds were used to for rewiring. *(action required)*
24. **West Virginia Auctioneers Association Mini Grant Request:** The West Virginia Auctioneers Association requests a mini grant in the amount of \$1,000.00 for assistance with their annual meeting February 21-23, 2014 at Stonewall Resort. *(action required)*
25. **Resolution to Support the Application by Tire and Rubber, Incorporated to Accept Additional Types of Waste:** Tire and Rubber, Incorporated requests the Lewis County Commission sign a resolution in support of their application to the Public Service Commission to allow additional types of waste, specifically oil and gas drilling waste and municipal solid waste to be accepted at their facility. The resolution states that the County Commission supports this application being reviewed by the Public Service Commission hearing policies which includes public comment on the proposal. *(action required)*
26. **Sheriff's Department Ride- A- Long Request:** Kyle Moneypenny requests permission to ride-a-long with Lewis County Sheriff's Department Sgt. Moneypenny. He is pursuing a career in law enforcement. *(action required)*
27. **Sheriff's Department Ride- A- Long Request:** Zachary Byers requests permission to ride-a-long with Lewis County Sheriff's Department Sgt. Holcomb. He is interested in learning about the duties of a law enforcement officer. *(action required)*
28. **Lewis County Judicial Annex Update:** Update on construction. *(information only)*
29. **Lewis County Economic Development Authority Update:** Mike Herron, Lewis County Economic Development Director will give a report on correspondence, contacts and/or actions of the Lewis County Economic Development Authority. *(information only)*
30. **Request for Transfer of Time to Sick Leave:** The following employees have requested time be transferred to sick leave:
  - a. Sgt. James E. Browning 12 hours annual leave
  - b. Chief Randall Hyre 68 hours annual leave
31. **Time Sheets and Leave Approval.** *(action required)*
  - a. Homer Parsons February 10, 2014 Sick Leave
  - b. Lucinda Whetsell January ,2014 Monthly Time Sheet
  - c. Michael Herron January, 2014 Monthly Time Sheet

**ORDERS AND PAYMENT OF EXPENDITURES:**

32. **Presentation by County Clerk of the Orders of Prior Meeting(s) for consideration.** *(action required)*
33. **Expenses for the current period presented for consideration of payment.** *(action required)*

**ADJOURNMENT:**

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

**REMINDER: THE LEWIS COUNTY COMMISSION WILL BE HOLDING A WORK SESSION WITH ELECTED OFFICIALS AND DEPARTMENT HEADS TO REVIEW THE SIX (6) MONTH BUDGET STATUS AT 9:30 AM AND CONTINUING AT 1:30 PM TODAY.**

**THE FOLLOWING TIMES HAVE BEEN ASSIGNED:**

9:30 AM	PROSECUTING ATTORNEY
1:30 PM	ASSESSOR
2:00 PM	COUNTY CLERK
2:30 PM	CIRCUIT CLERK
3:00 PM	SHERIFF (LAW AND TAX)
3:30 PM	E911/OEM
4:00 PM	COUNTY COMMISSION (INC. MAINTENANCE, SECURITY, ACO)