

COUNTY COMMISSION OF LEWIS COUNTY

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COMMISSIONERS:
AGNES G. QUEEN
President
PATRICK D. BOYLE
Commission
THOMAS V. FEALY
Commissioner

**LEWIS COUNTY COMMISSION
MEETING AGENDA
110 CENTER AVENUE, 2nd FLOOR
WESTON, WV 26452
MONDAY, APRIL 13, 2015
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**
RE: Exonerations, Consolidations, Apportionments
(*action required*)

APPOINTMENTS

- 3. 10:10 AM** **Proclamation for Animal Control Officer Week, April 13 through April 17, 2015** (*action required*)
The Lewis County Commission will issue a proclamation declaring April 13 through April 17, 2015 as Animal Control Officer Week to honor the Lewis County Animal Control Officers for the protection, dedication and service they provide to our county.
- 4. 10:15 AM** **William White, Oath of Office for Lewis County Economic Development Authority** (*action required*)
The Lewis County Commission appointed William White as a member of the Lewis County Economic Development Authority. The oath of office will be administered.
- 5. 10:25 AM** **Elissa Mills, Upshur County Animal Care and Control Board Member** (*information only*)
Mrs. Mills presents information to the county commission regarding:
 1. Changes in legislation regarding euthanasia laws for vicious dogs
 2. Increase hold time for cats prior to adoption/euthanasia
 3. Future programs that can be used to combat stray cat issues
- 6. 10:35 AM** **Richard Messenger, Oath of Office for Lewis County Parks and Recreation Board.** (*action required*)
The Lewis County Commission appointed Richard Messenger as a member of the Lewis County Parks and Recreation Board. The oath office will be administered

CORRESPONDENCE

7. **Upshur County Commission Meeting Agenda:** Upshur County Commission Meeting Agenda for Thursday, April 9, 2015 (*information only*)
8. **Sheriff's Monthly Vehicle Report:** Sheriff's Monthly Vehicle report for March 2015 including mileage and maintenance for the fleet (*information only*)
9. **Animal Control Monthly Report:** Lewis County Animal Control Report for March 2015 including: number of animals picked up, dropped at facility, adopted, bounty collections and vehicle mileage (*information only*)
10. **Jane Lew Public Service District Meeting Agenda:** Jane Lew Public Service District Meeting Agenda for the April 9, 2015 Regular Meeting(*information only*)
11. **Notice of Approval of the Levy Estimate by the West Virginia Auditor:** In accordance with the provisions of Chapter 11, Article 8, of the West Virginia Code, as amended, the State Auditor of West Virginia hereby approves the Lewis County Commission Levy Estimate for the fiscal year beginning July 1, 2015.(*information only*)
12. **26th Judicial Circuit Community Corrections Meeting Notice:** The 26th Judicial Circuit Community Corrections Board Meeting will be held April 13, 2015 at 6:00 PM at the Upshur County Day Report Center (*information only*)
13. **Lewis County Sheriff's Monthly Settlement:** Sheriff's monthly settlement (reconciliation) of Lewis County financial accounts. (*information only*)
14. **Lewis County Fiscal Year 2014 Audit Report:** The West Virginia State Auditor remits the Fiscal Year 2014 Lewis County Audit Report. The following findings are noted: 1) Individual cash drawers for all employees in the County and Circuit Clerk's Offices are needed; 2) Segregation of Duties; 3) County Clerk's agreement signed in 2009 with Chesapeake Energy for the purpose of digitizing documents, giving a copy to the county and the company, is in violation of WV Code §7-1-3 and §59-1-10; 4) Other Post Employment Benefits for retirees must be listed as per Government Accounting Standards Statement Number 45. (*information only*) **SPECIAL NOTE: FINDINGS 1 (COUNTY CLERK) AND 5 HAVE BEEN CORRECTED.**

BUSINESS:

15. **Boards and Committees Reports** Commissioners will give a report on any board or committee they have attended(*information only*)
16. **Approval to Advertise for Part Time Security Position:** Sheriff Adam M. Gissy requests approval to advertise for one (1) part time security position. Presently, the county has two (2) part time officers that are able to work up to 20 hrs. per week. A third person who can work up to 20 hrs. per week is needed. (*action required*)
17. **Resignation of Jack Atchison from the Lewis County Civil Service Commission:** Jack Atchison submits his resignation as a member of the Lewis County Civil Service Commission effective March 27, 2015. Mr. Atchison represents the Deputy Sheriff's Association.(*action required*)
18. **Lewis County Deputy Sheriff's Association Request for Appointment to the Lewis County Civil Service Commission:** The Lewis County Deputy Sheriff's Association requests Michael L. Oldaker be appointed to fill the unexpired term of Jack Atchison as their representative on the Lewis County Civil Service Commission. (*action required*)
19. **Lewis Gilmer Emergency 911 Employee/Instructor Request to Teach Class in Barbour County:** Martha Tatman, Lewis Gilmer Emergency 911 Employee is a Association of Public Communications Officers (APCO) certified instructor. As part of regional collaborative, she requests permission to teach supervisor classes in Barbour County May 17-20, 2015. Class hours are attached. (*action required*)
20. **Lewis County Economic Development Authority:** Report of activities for the Lewis

County Economic Development Authority by Director Mike Herron (*information only*)

21. Timesheets and Leave Requests (*action required*)

A) Michael Herron March 2014 Monthly Time Sheet

ORDERS AND PAYMENT OF EXPENDITURES:

22. Presentation by County Clerk of the Orders of Prior Meeting(s) for consideration.
(*action required*)

23. Expenses for the current period presented for consideration of payment.
(*action required*)

ADJOURNMENT:

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

MEETING/EVENTS

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|---------------------------------|---------------------------|----------------------------|
| • Lewis-Gilmer 911 Advisory | 6pm Monday, April 13 | Lewis 911 |
| • Fire Board | 7pm Tuesday, April 14 | Commission Mtg Rm |
| • LEPC | Noon, Wed., April 15 | Upshur Co. OEM |
| • Animal Control Facility Bingo | 12:30pm, Sunday April 19 | Buckhannon Moose |
| • Fire Fighters Association | 7 pm Monday, April 20 | Pricetown VFD |
| • LAY LEVY | 9am Tuesday, April 21 | |
| • Chamber Meeting | 5:15pm Tuesday, April 21 | Chamber Office |
| • EDA | 5pm, Wed., April 22 | Commission Mtg Rm |
| • Building Commission | 11 AM, Thursday, April 23 | Commission Conference Room |
| • Park Board | 6pm, Monday, April 27 | Park |