

COUNTY COMMISSION OF LEWIS COUNTY

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



COMMISSIONERS:
Rod Wyman, President
Patrick Boyle, Commissioner
Agnes Queen, Commissioner

LEWIS COUNTY COMMISSION

110 Center Avenue, 2nd Floor

Weston, WV 26452

Meeting Agenda

Tuesday, June 23, 2020

SILENT MEDITATION AND PLEDGE OF ALLEGIANCE

1. 10:00 AM **Call Meeting to Order**
2. 10:05 AM **John Breen, Lewis County Assessor**
 RE: Exonerations, Consolidations, Apportionments
 Draft copies will be available for review on Friday, June 17, 2020
 (*action required*)

APPOINTMENTS

3. 10:10 AM **Chris Heater, GJ Garton Insurance**
 RE: Renewal of the County's Insurances (*action required*)
 Mr. Heater will present the Fiscal Year 2021 Insurance quote for the county's liability, property and worker's compensation insurances.
4. 10:15 AM **Steve Money Penny, Lewis-Gilmer 911 Addressing Coordinator**
 RE: New Road Name Approval
 Directions: From US Highway 19N at City Limits go 6 miles turn right onto Hackers Creek Road, continue 8 miles turn left onto Turkey Bear Lane, go 0.4 mile turn right. (*action required*)
 Choices are: 1) Broken Spur Lane 2) Meadow View Farm Road
 3) Walking Horse Lane 4) Whispering Meadows Lane
- 10:20 AM **Chris Richards, Executive Director, Lewis County Convention & Visitors Bureau:** Ms. Richards will present the quarterly Report of activities for the Lewis County Convention and Visitors Bureau for the months of January, February and March 2020.
 (*information only*)

CORRESPONDENCE

5. **Upshur County Commission Meeting Agendas:** The Upshur County Commission Meeting Agendas for May 28, 2020 and June 4th, 2020 are presented for review. (*information only*)
6. **Sheriff's Vehicle Report:** The Sheriff's Vehicle Report including mileage for the fleet is presented for review. (*information only*)

7. **Jane Lew Public Service District Meeting Agenda:** The June 11, 2020 Jane Lew Public Service District Meeting Agenda is presented for review.. *(information only)*
8. **Sheriff's Financial Statement:** Sheriff Adam Gissy submits the May 2020 Monthly Statement (reconciliation) of Lewis County financial accounts. *(information only)*
9. **Lewis-Gilmer 911 Call Report:** May 2020 call totals for the Lewis Gilmer E911 Center including number of calls by agency, distributions of calls and call comparisons is presented for review. *(information only)*
10. **West Virginia Regional Jail and Correctional Facility Monthly Invoice:** The May 2020 monthly invoice for Lewis County inmates housed in the Regional Jail totaling 959 inmate days X\$48.25 per diem = \$46,271.75 is presented. *(information only)*

BUSINESS

11. **Board(s) and Committee(s) Reports:** COVID 19 meetings; Lewis County Economic Development Authority; Blueprint; Region VII Planning and Development Council; Parkersburg Area Community Foundation; 2020 Primary Election Canvass; COVID 19 Public Testing. *(information only)*
12. **Animal Control Officer Applications (Executive Session):** The Lewis County Commission will enter into executive session per WV Code 6-9A-4 to review of applications submitted for the position of full time Animal Control Officer. *(action required)*
13. **Designation of County Depositories:** West Virginia Code §7-6-1 states that prior to June 30th of each year the County Commission shall designate all of the banking institutions in the county that meet requirements as county depositories. The Lewis County Commission will designate Citizens Bank of Weston, United Bank and Huntington Bank as Lewis County depositories. *(action required)*
14. **Lewis Gilmer Solid Waste Authority Board Reappointment:** Glenn Brown's term as a member of the Lewis Gilmer Solid Waste Authority has expired. The Commission is asked to consider reappointing Mr. Brown. If reappointed his term of office will expire June 30, 2024. *(action required)*
15. **Global Science and Technology Annual Support Contract:** Lewis County's Annual Support Contract with Global Science and Technology will expire at the end of the fiscal year. The County Commission is asked to reconsider renewing this contract. The contract price will remain the same. *(action required)*
16. **E911 Dispatch Agreement Renewals:** The Lewis County Commission is asked to consider signing the E911 Dispatch Agreements with the City of Weston and Gilmer for dispatch services for Fiscal Year 2021. If approved, the contracts will be sent to these agencies for approval. The dispatch cost will remain the same. *(action required)*
17. **Discussion Regarding Opening the Lewis County Park;** The Lewis County Commission will discuss the possibility of reopening the Lewis County Park (excluding the pool). *(action required)*
18. **Approval of the Fiscal Year 2020 Delinquent Tax List:** The Lewis County Tax Office has prepared the Fiscal Year 2020 delinquent tax list. It is presented for review and approval. *(action required)*
19. **Time Sheets and Leave Requests:** *(action required)*

David Reed	Annual Leave
Barb Winans	Annual Leave
Rick Stout	Annual Leave

ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:

- 20. 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 Friday, June 17, 2020. *(action required)*
- 21. 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 Friday, June 17, 2020. *(action required)*
- 22. 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 Friday, June 17, 2020. *(action required)*
- 23. Expenses for the Current Period Presented for Consideration of Payment:** Draft copies will be available for review upon request Friday, June 17, 2020. *(action required)*

ADJOURNMENT:

- 24. 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.