

COUNTY COMMISSION OF LEWIS COUNTY

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

**LEWIS COUNTY COMMISSION
110 CENTER AVENUE, 2ND FLOOR
WESTON, WV 26452
AMENDED MEETING AGENDA
TUESDAY, APRIL 25, 2023**

SILENT MEDITATION AND PLEDGE OF ALLEGIANCE

- 1. 10:00 AM** **Call Meeting to Order** (*action required*)
- 2. 10:05 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:

- 3. 10:10 AM** **National Day of Prayer Proclamation:** The Lewis County Commission will be asked to execute a proclamation in support of National Day of Prayer. National Day of Prayer Coordinator Susie Godfrey, will be accepting the proclamation. (*action required*)
- 4. 10:15 AM** **Oath of Office for Lewis County Deputy Reserves:** Erica Messenger and Faith Messenger will take the oath of office as Deputy Reserves. (*action required*)

CORRESPONDENCE & INFORMATION:

- 5. Upshur County Commission Meeting Agenda:** April 20, 2023 Upshur County Commission agenda is presented for review. (*information only*)
- 6. WV State Auditor Distribution of Public Utilities Tax and IRP Taxes:** The WV State Auditor's Office has remitted the February 16, 2023 – March 8, 2023 distribution of Public Utilities and IRP Truck Taxes in the amount of \$990,062.67. The general county portion is \$321,623.40. The total for the previous month was \$256,332.59 and the county portion was \$83,270.24. (*information only*)

- 7. Public Service Commission of West Virginia Revisions to the Rules Governing Emergency Telephone Service:** The Public Service Commission proposes amendments to the Rules Governing Emergency Telephone Rules to implement Senate Bill 579 and ensure consistency with West Virginia Code 24-6-6b (2020). Certain other proposed changes to the style and organization of the rules are intended to make the text more easily understood. *(information only)*
- 8. Board(s) and Committee(s) Reports:** Commissioners will give reports on any Board(s) or committee(s) meeting attended including: Weston Rotary, Hub Cap meeting, LC Chamber of Commerce, ACO Rural Action Caucus, Lewis County First, Lewis Upshur Gateway Community, Opening Day at the Baseball – Softball Field, Lewis County Park Board, etc. *(information only)*

BUSINESS:

- 9. Lewis County Assessor, John Breen:** Mr. Breen will present the resignation letter from Geena Lammertin. Ms. Lammertin will resign effective April 26, 2023. *(action required)*
- 10. Lewis County Assessor, John Breen Request to Hire Two Employees:** Mr. Breen requests to hire two employees from the advertisement posted for a Data Entry/Personal Property Deputy. This action has been approved by the WV State Tax Department – Property Tax Division. Mr. Breen is requesting permission from Commission on this action. *(action required)*
- 11. H&M Motors Estimate for Repairs for Truck:** The quote for repair of the former animal control truck in the amount of \$1,8922.09 is presented for consideration. *(action required)*
- 12. Lewis County Fire Board Resignation:** The Lewis County Fire Board of Directors presents the resignation of Connie Clem Riffle. The term is set to expire March 15, 2025. *(action required)*
- 13. Time Sheets and Leave Requests:** There are no leave requests submitted for approval.

ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:

- 14. 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)*
- 15. 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)*
- 16. 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)*

17. 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:

18. 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 up to 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

**April 25, 2023 1:30 PM Work Session: Meeting with Civil Environmental Consultants, Inc.,:
review and update of Brownfield Grant**