

# COUNTY COMMISSION OF LEWIS COUNTY

110 Center Avenue  
Weston WV 26452  
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Email: lewiscountycommission@lewiscountywv.org  
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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  
MEETING AGENDA  
TUESDAY, AUGUST 22, 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**      **Oath of Office for the Lewis County Planning Commission:**  
Kate Garton two-year term, Kim Harrison-Edwards three-year term,  
Tina Helmick three-year term, Ray Smith three-year term, Ruth Straley  
two-year term, Tracey Weber one-year term, Eric Sherrard one-year term
  
4. **10:15 AM**      **Blueprint Quarterly Report:** Executive Director, Victoria Stansberry will  
present the quarterly report for the Blueprint Community Initiative.

## **CORRESPONDENCE & INFORMATION:**

5. **Upshur County Commission Meeting Agenda:** The August 17, 2023 Upshur County Commission meeting has been canceled. The next Upshur County Commission meeting is scheduled for Thursday, August 24, 2023. (*information only*)

6. **State of West Virginia Division of Corrections & Rehabilitation:** The Regional Jail Invoice for the month of July 2023 in the amount of \$35,498.96 is presented for review. The invoice amount for June 2023 was \$47,381.50. The invoice amount for July, 2022 was \$59,830.00. *(information only)*
7. **Lewis County Sheriff's Mileage Report:** The Lewis County Sheriff's Mileage Report is presented for review. *(information only)*
8. **Lewis Gilmer E-911 Monthly Report:** The July Lewis -Gilmer E-911 report is presented for review. *(information only)*
9. **Sheriff's Monthly Financial Statement:** Lewis County Sheriff, David Gosa presents the July 2023 Sheriff's Monthly Financial Statement for review. *(information only)*
10. **WV State Auditor's Office:** The Chief Inspector Division Report for the Lewis County Magistrate Court for the period ended December 31, 2021 is presented for review. *(information only)*
11. **Board(s) and Committee(s) Reports:** Commission will give reports on any Board(s) or committee(s) meeting attended including: WV Grant Resources, WV American Water meeting, Local Emergency Planning Committee, WV Broadband Council meeting, Lewis County Chamber of Commerce, National Association of Counties Rural Action Caucus, Lewis County First, Lewis Upshur Gateway Community, County Commissioner's Association of WV, 911 Advisory Board, Alum Bridge Neighborhood Watch, Airport Authority, Weston Neighborhood Watch, LEPC, National Association of Counties Rural Action Caucus, CFIA, etc. *(information only)*

**BUSINESS:**

12. **Assessor's Valuation Fund Reconciliation 2023-2024:** The Lewis County Assessor's Valuation Fund Reconciliation for fiscal year 2023-2024 is presented for review and approval. *(action required)*
13. **Lewis-Gilmer E-911 Letter of Resignation:** Tera Stout has submitted a letter of resignation effective August 31, 2023. *(action required)*
14. **Lewis County Clerk Department Letter of Retirement:** Linda Kramm has submitted a letter of retirement effective October 31, 2023. *(action required)*
15. **Lewis County Clerk Request to Advertise:** Cynthia Rowan, Lewis County Clerk requests to advertise the position of Deputy Clerk. *(action required)*
16. **Avenu Insights & Analytics:** The annual software maintenance fee of \$8,620.63 is presented for review and approval. *(action required)*
17. **Software Systems Incorporated:** The current IBM Hardware and Software Maintenance for the AS/400 will require a renewal and software systems upgrade to version 7.4. This is not part of the annual IBM maintenance. The cost of this upgrade is \$1,450.00 which will be done remotely.
18. **Software Systems Annual Maintenance Contract:** Software Systems presents the FY 2024 maintenance contracts for renewal. The prices have not increased from last fiscal year. The following prices will be reviewed with consideration of acceptance: *(action required)*  
*Budget and Payroll \$155.00*  
*System/Hardware \$22.00*  
*DMV Processing \$59.50*  
*Sheriff's Accounting \$381.50*  
*Tax Collection \$522.50*  
*Tax Internet Inquiry \$117.00*  
*Tax Online Payments \$88.25*

*System Hardware \$43.00*

*Circuit Court Processing \$508.50*

*Assessor Supplementals \$70.70*

- 19. Consideration of Meeting Cancellation:** The Lewis County Commission will consider cancelation of the meeting scheduled for Tuesday, September 5, 2023 due to the holiday. *(action required)*
- 20. Right of Entry Agreement:** The Lewis County Commission will approve the Right of Entry Agreement between GAL Land Company and the Lewis County Commission for Phase I environmental Site Assessment activities and Phase II environmental site Assessment activities of properties that have the potential to contribute to the economic revitalization of the county. *(action required)*
- 21. Proposal for Construction Quality Control Services:** Civil & Environmental Consultants, Inc. submits a proposal to provide construction services, (concrete testing) for the Lewis-Gilmer 911 Call Center for consideration. Total anticipated fee for approval is \$2,290.00: *(action required)*
- 22. Time Sheets and Leave Requests:** Ray Smith Comp Time, Steve Moneypenny Annual Leave, Sherry Rogers Annual Leave *(action required)*

#### **ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:**

- 23. 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)*
- 24. 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)*
- 25. 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)*
- 26. 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:**

- 27. 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**

- |                                |  |
|--------------------------------|--|
| <b>August 22, 2023 11:30am</b> | <b>Work Session - Panhandle Cleaning and Restoration<br/>Commission will hear a presentation from Chris Jefferies about the services the company provides.</b> |
| <b>August 22, 2023 1:00 pm</b> | <b>Work Session - Sherriff Gosa and Deputy Chief Cayton;<br/>Discussion of retention and salaries</b>  |
| <b>August 22, 2023 2:00 pm</b> | <b>Work Session - James Gum Director, Office of Emergency<br/>Management; Discussion of employee turnover and emergency<br/>planning</b>                       |

# OATH OF OFFICE AND CERTIFICATE

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**STATE OF WEST VIRGINIA**

**COUNTY OF LEWIS, TO-WIT:**

I, **Eric S. Sherrard**, 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 an appointed member of the

**LEWIS COUNTY PLANNING COMMISSION**

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

(Signature of affiant) \_\_\_\_\_

This being a one (1) year term ending December 31<sup>st</sup>, 2024.

Subscribed and sworn to before me, in said County and State, this the 22<sup>nd</sup> day of August, 2023.

\_\_\_\_\_  
President  
Lewis County Commission

Attest: \_\_\_\_\_

Cynthia S. Rowan, Clerk  
Lewis County Commission

Seal

# OATH OF OFFICE AND CERTIFICATE

---

**STATE OF WEST VIRGINIA**

**COUNTY OF LEWIS, TO-WIT:**

*I, **W. T. Weber, III**, 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 an appointed member of the*

**LEWIS COUNTY PLANNING COMMISSION**

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

*(Signature of affiant)* \_\_\_\_\_

*This being a one (1) year term ending December 31<sup>st</sup>, 2024.*

*Subscribed and sworn to before me, in said County and State, this the 22<sup>nd</sup> day of August, 2023.*

\_\_\_\_\_  
*President  
Lewis County Commission*

*Attest:* \_\_\_\_\_

*Cynthia S. Rowan, Clerk  
Lewis County Commission*

*Seal*

# OATH OF OFFICE AND CERTIFICATE

---

**STATE OF WEST VIRGINIA**

**COUNTY OF LEWIS, TO-WIT:**

*I, **Katelyn M. Garton**, 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 an appointed member of the*

**LEWIS COUNTY PLANNING COMMISSION**

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

*(Signature of affiant)* \_\_\_\_\_

*This being a two (2) year term ending December 31<sup>st</sup>, 2025.*

*Subscribed and sworn to before me, in said County and State, this the 22<sup>nd</sup> day of August, 2023.*

\_\_\_\_\_  
*President  
Lewis County Commission*

*Attest:* \_\_\_\_\_

*Cynthia S. Rowan, Clerk  
Lewis County Commission*

*Seal*

# OATH OF OFFICE AND CERTIFICATE

---

**STATE OF WEST VIRGINIA**

**COUNTY OF LEWIS, TO-WIT:**

*I, **Ruth A. 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 an appointed member of the*

**LEWIS COUNTY PLANNING COMMISSION**

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

*(Signature of affiant)* \_\_\_\_\_

*This being a two (2) year term ending December 31<sup>st</sup>, 2025.*

*Subscribed and sworn to before me, in said County and State, this the 22<sup>nd</sup> day of August, 2023.*

\_\_\_\_\_  
*President  
Lewis County Commission*

*Attest:* \_\_\_\_\_

*Cynthia S. Rowan, Clerk  
Lewis County Commission*

*Seal*



# OATH OF OFFICE AND CERTIFICATE

---

**STATE OF WEST VIRGINIA**

**COUNTY OF LEWIS, TO-WIT:**

*I, **Kimberly A. Harrison-Edwards**, 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 an appointed member of the*

**LEWIS COUNTY PLANNING COMMISSION**

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

*(Signature of affiant)* \_\_\_\_\_

*This being a three (3) year term ending December 31<sup>st</sup>, 2026.*

*Subscribed and sworn to before me, in said County and State, this the 22<sup>nd</sup> day of August, 2023.*

\_\_\_\_\_  
*President  
Lewis County Commission*

*Attest:* \_\_\_\_\_

*Cynthia S. Rowan, Clerk  
Lewis County Commission*

*Seal*

# OATH OF OFFICE AND CERTIFICATE

---

**STATE OF WEST VIRGINIA**

**COUNTY OF LEWIS, TO-WIT:**

*I, Tina J. Helmick, 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 an appointed member of the*

**LEWIS COUNTY PLANNING COMMISSION**

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

*(Signature of affiant)* \_\_\_\_\_

*This being a three (3) year term ending December 31<sup>st</sup>, 2026.*

*Subscribed and sworn to before me, in said County and State, this the 22<sup>nd</sup> day of August, 2023.*

\_\_\_\_\_  
*President  
Lewis County Commission*

*Attest:* \_\_\_\_\_

*Cynthia S. Rowan, Clerk  
Lewis County Commission*

*Seal*

# OATH OF OFFICE AND CERTIFICATE

---

**STATE OF WEST VIRGINIA**

**COUNTY OF LEWIS, TO-WIT:**

*I, **Ray M. Smith**, 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 an appointed member of the*

**LEWIS COUNTY PLANNING COMMISSION**

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

*(Signature of affiant)* \_\_\_\_\_

*This being a three (3) year term ending December 31<sup>st</sup>, 2026.*

*Subscribed and sworn to before me, in said County and State, this the 22<sup>nd</sup> day of August, 2023.*

\_\_\_\_\_  
*President  
Lewis County Commission*

*Attest:* \_\_\_\_\_

*Cynthia S. Rowan, Clerk  
Lewis County Commission*

*Seal*

WV Regional Jail and Correctional Facility  
 1409 Greenbrier Street  
 Charleston, WV 25311

# Statement

Date
7/31/2023

To:
Lewis County Commission 110 Center Ave Weston, WV 26452

Amount Due	Amount Enc.
\$35,498.96	

Date	Transaction	Amount	Balance
07/31/2023	CREDMEM Lauderdale --- Inmate Days - County, 44 @ \$48.25 = -2,123.00	-2,123.00	-2,123.00
07/31/2023	CREDMEM Forman --- Inmate Days - County, 44 @ \$48.25 = -2,123.00	-2,123.00	-4,246.00
07/31/2023	INV #7123302D. Due 07/31/2023. Orig. Amount \$39,744.96. --- Inmate Days - County-Discounted, 912 @ \$43.58 = 39,744.96	39,744.96	35,498.96

I. Unless otherwise specified by law or rule, whenever payments are received from any customer as payment for outstanding invoices and/or credits are present for DCR jail beds, the payment or credit will be applied as indicated in writing by the customer. II. If the customer wishes to specify how funds or credits are to be applied, the request must be in writing by the customer at the time payment is submitted, within 90 days after payment is received by DAS, when credit appears on the customer statement, or by end of the fiscal year. III. Unless written specification is provided otherwise, it is DAS policy to apply the payment or the credit to the oldest undisputed outstanding amount(s) first. Applying the funds or credits to the oldest undisputed outstanding amount(s) assists the customer to be as current as possible to place them in the best possible position to qualify for disbursements from the Jail Operations Partial Reimbursement Fund, as noted in West Virginia Code §15A-3-17.

Amount Due
\$35,498.96

## July 2023 MILEAGE REQUEST

### UNIT LIC.

- 150 D. Gosa / Vin. A42305 / 1236 – 21 SUV 38813
- 151 M. Cayton / Vin. A42304 / 1235 – 21 SUV 39626
- 152 Z. Lopez / Vin. A18031 / 4105 – 20 SUV 29681
- 153 B. Hendershot / Vin. A42303 / 1696 – 20 SUV 18492
- 154 B. Newbrough / Vin. A18030 / 1232 – 20 SUV 38172
- 155 C. Jones / Vin. A48451 / 1241 – 22 SUV 16502
- 156 C. Matheny / Vin. B29979 / 3841 - 22 SUV 20701
- 157 D. Shipman / Vin. B04451 / 4220 – 21 SUV 39148
- 158 M. Ayoob / Vin. A40308 / 2966 – 22 SUV ?
- 159 D. Cooley / Vin. 106494 / 3930 – 18 INTERCEPTOR 70694
- 160
- 161
- 170 C. Kirkpatrick / Vin. C62863 / 1234 – 20 SUV 29042

171 T. Lafever / Vin. C62864/ 3184 – 20 SUV 36200

172 J. Johnmeyer / Vin. 106495 / 3929 – 18 INTERCEPTOR ~~60~~ 63407

173 J. Jenkins / Vin. 568479 / 6LB-698 – 17 JEEP 52779

174 R. Bush / Vin. 179324 / 4287 – 17 JEEP 30204

175 D. Cayton / Vin.319897 / 3258 – 14 CHARGER 50225

1500 Dep. Reserves / Vin. 116126 / 1910 -13 INTERCEPTOR 117174

1500 Dep. Reserves / Vin. 553134 / 1233 – 10 Nitro 78478

Spare / Vin. A78623 / 3370 – 14 SUV 110166

Spare / Vin. 553135 / 2726 – 11 DODGE NITRO 64528

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

**Thank You**

**LEWIS-GILMER E-911 YEARLY TOTALS**

CAD # DATE 2023	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTALS
<b>LEWIS COUNTY</b>													
15 LEWIS SHERIFF	273	284	434	397	435	413	459						2695
10 WESTON PD	182	210	241	243	178	231	201						1486
250 WVSP WESTON	118	132	155	172	189	168	174						1108
230 LEWIS NRP	16	13	26	46	29	42	53						225
208 LEWIS EMS	292	243	307	240	275	306	311						1974
201 WESTON FD	94	84	130	117	96	126	132						779
202 JANE LEW FD	16	30	61	35	68	58	68						336
203 PRICETOWN FD	12	18	22	28	20	23	27						150
204 WALKERSVILLE FD	15	14	17	15	13	26	19						119
205 JACKSON MILL FD	22	26	45	19	32	18	25						187
206 MIDWAY FD	2	2	10	7	1	3	6						31
ANIMAL CONTROL	37	41	40	38	43	69							268
DOGS PICKED UP	7	5	8	8	10	18							56
OTHERS PICKED UP	12	19	12	1	12	3							59
												Total	9358

<b>GILMER COUNTY</b>													
104 GILMER SHERIFF	37	54	79	61	66	49	42						388
102 GLENVILLE PD	76	101	76	55	98	143	119						668
103 GSU PD	4	2	4	6	1	0	1						18
150 WVSP GLENVILE	38	42	54	57	57	40	60						348
130 GILMER NRP	0	3	5	11	1	2	5						27
175 GILMER EMS	118	147	129	90	111	89	113						797
101 GLENVILLE FD	21	26	29	42	29	20	55						222
105 NORMANTOWN FD	5	3	4	15	5	1	6						39
106 SAND FORK FD	16	22	27	30	20	11	41						167
107 CEDARVILLE FD	2	15	9	12	3	8	16						65
108 TROY FD	4	15	11	13	3	7	21						74
ANIMAL CONTROL	0	0	2	0	1	0	2						5
												Total	2818

Total by Month                    1419   1551   1937   1758   1796   1874   1956   0   0   0   0   0

DATE 2023                    JAN FEB MAR APR MAY JUN JUL AUG SEPT OCT NOV DEC TOTALS  
 \*\*\*\*\*

ZACH'S COUNTY	4	2	5	5	4	7	7	34
ZACH'S OWNER	2	2	0	2	4	2	1	13
ZACH'S SERVICE	0	0	1	1	1	2	2	7
ZACH'S TOTAL	6	4	6	8	9	11	10	54
A & S COUNTY	4	2	5	6	4	8	6	35
A & S OWNER	1	0	1	1	3	7	3	16
A & S SERVICE	0	0	1	1	1	1	2	6
A & S LARGE	1	0	1	0	1	0	0	3
A & S TOTAL	6	2	8	8	9	16	11	60
HITT'S COUNTY	4	1	6	5	4	7	7	34
HITT'S OWNER	3	2	1	1	5	0	0	12
HITT'S SERVICE	0	0	1	1	1	2	2	7
HITT'S TOTAL	7	3	8	7	10	9	9	53
LIPP'S COUNTY	4	2	5	6	4	8	6	35
LIPP'S OWNER	1	0	1	1	1	0	0	4
LIPP'S SERVICE	1	0	1	1	1	1	2	7
LIPP'S LARGE	1	0	2	0	1	0	0	4
LIPP'S TOTAL	7	2	9	8	7	9	8	50
TOLANDS COUNTY	4	1	6	5	4	8	6	34
TOLANDS OWNER	0	2	2	0	0	0	0	4
TOLANDS SERVICE	0	1	1	1	2	2	2	9
TOLANDS TOTAL	4	4	9	6	6	10	8	47
VALLEYCHAPEL COUNTY	4	2	6	5	4	8	6	35
VALLEY CHAPEL OWNER	1	2	1	0	5	1	2	12
VALLEY CHAPEL SERVICE	0	1	1	1	2	1	2	8
VALLEY CHAPEL LARGE	1	0	1	0	1	0	0	3
VALLEY CHAPEL TOTAL	6	5	9	6	12	10	10	58
GILMER COUNTY								
GLEN- AUTO COUNTY	6	3	1	4	2	3	5	24
GLEN- AUTO OWNERS	3	2	1	2	5	2	2	17
GLEN- AUTO SERVICE	0	0	1	1	0	0	0	2
GLEN- AUTO TOTALS	9	5	3	7	7	5	7	43
A and S COUNTY	5	3	1	5	2	2	6	24
A and S OWNERS	0	0	0	0	1	1	0	2
A and S SERVICE	0	1	1	1	0	0	0	3
A and S LARGE	1	0	0	0	0	0	1	2
A and S TOTAL	6	4	2	6	3	3	7	31



2023 LEWIS-GILMER E-911 TELETYPE REPORT

LEWIS		JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JULY.	AUG.	SEP.	OCT.	NOV.	DEC.	TOTAL
LC SHERIFF	10-27	140	111	120	112	123	98	101						805
	10-28	122	98	89	81	73	95	94						652
	III & CIB	111	87	79	67	73	62	52						531
	OTHER	34	44	60	30	35	33	42						278
	DVP	14	15	23	28	30	22	39						171
WESTON PD	10-27	88	57	54	44	33	31	29						336
	10-28	101	97	51	39	41	31	29						389
	III & CIB	11	6	12	6	12	18	16						81
	OTHER	16	21	15	17	25	7	4						105
	DVP	7	4	7	9	4	5	5						41
WVSP	10-27	31	24	13	18	12	14	9						121
	10-28	20	19	12	11	17	16	8						103
	III & CIB	14	9	11	6	6	5	0						51
	OTHER	1	2	0	3	5	3	0						14
	DVP	4	16	21	9	21	10	7						88
NRP	10-27	2	1	2	8	1	8	6						28
	10-28	5	2	7	13	0	7	4						38
	III & CIB	4	0	0	0	0	5	2						11
	OTHER	19	0	0	1	1	1	1						23
	DVP	4	3	0	6	3	2	3						21
PROSECUTOR	10-27	0	0	2	0	0	0	0						2
	10-28	0	0	0	0	0	0	0						0
	III & CIB	31	16	16	21	14	13	15						126
	OTHER	0	0	0	0	0	0	0						0
	DVP	0	0	0	0	0	0	0						0
PROBATION	10-27	3	8	2	1	0	0	0						14
	10-28	0	0	0	0	0	0	0						0
	III & CIB	22	12	7	0	14	0	0						55
	OTHER	0	0	0	0	0	0	0						0
	DVP	0	0	4	0	0	0	0						4
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	0	0	0	0	0
DAY REPORT	10-27	0	4	0	0	0	0	0						4
	10-28	0	0	0	0	0	0	0						0
	III & CIB	0	0	0	146	4	0	0						150
	OTHER	0	0	0	0	0	0	0						0
	DVP	0	0	0	0	0	0	0						0
TOTAL TRANSACTIONS														4242

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 Registration	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-Records	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

Less: Orders Outstanding

Add: Deposits in Transit

Cash in Office at End of Month

Misc. Adjustments (+ or-)

Total in county Depositories and Office

\$13,914,742.53
\$1,334,071.90
\$510,246.56
\$3,500.00

\$13,094,417.19

Bank Errors

Bank Errors

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,  
Lewis County

Difference

Dated and sworn to on this date.

Amended

Lewis County Financial Statement  
Month Ending- June 2023

Lewis County  
07/11/2023 @ 11:51:11 AM

	Beginning Balance	All Other Revenues	All Taxes Collected	Less: Orders Issued	Ending Balance
General County	4,199,125.94	\$497,954.94	\$44,179.45	\$823,927.60	3,917,332.73
Coal Severence	66,153.31	\$161.47	\$0.00	\$60,000.00	6,314.78
General School	42,043.70	\$6,657.75	\$0.00	\$0.00	48,701.45
Magistrate Court	1,861.59	\$1,680.19	\$0.00	\$1,689.00	1,852.78
Worthless Check	18,742.83	\$96.31	\$0.00	\$0.00	18,839.14
Dog and Kennel	6,794.14	\$69.90	\$0.00	\$516.23	6,347.81
Home Detention	21,923.09	\$5,961.17	\$0.00	\$1,417.50	26,466.76
Emergency 911 Fund	3,891,797.27	\$51,979.57	\$0.00	\$285,626.16	3,658,150.68
Lewis County Aquatic Fund	558,216.97	\$1,376.43	\$0.00	\$0.00	559,593.40
Citizens Education	19,308.86	\$548.57	\$0.00	\$33.36	19,824.07
Federal Equitable	0.71	\$0.00	\$0.00	\$0.00	0.71
Fire Fees	0.00	\$5,726.20	\$0.00	\$5,726.20	0.00
Sheriff Special Account-State	19,483.03	\$1,330.02	\$0.00	\$0.00	20,813.05
County Building	499,388.87	\$683.12	\$0.00	\$0.00	500,071.99
Board of Health	748,883.51	\$47,637.62	\$0.00	\$64,110.67	732,410.46
Tax Lien	162,492.41	\$0.00	\$0.00	\$8,860.50	153,631.91
Delinquent Nonentered	31,171.40	\$0.00	\$0.00	\$0.00	31,171.40
Concealed Weapons	48,964.80	\$601.66	\$0.00	\$80.00	49,486.46
Assessor Valuation	221,665.38	\$1,167.84	\$0.00	\$21,372.74	201,460.48
Voters Resistration	4,849.69	\$36.27	\$0.00	\$0.00	4,885.96
State Current	0.00	\$2.19	\$619.10	\$621.29	0.00
Criminal Charges	0.00	\$1,281.77	\$0.00	\$1,281.77	0.00
Court Reporter	0.00	\$105.00	\$0.00	\$105.00	0.00
State Police	0.00	\$465.00	\$0.00	\$465.00	0.00
Vehicle License - DMV	0.00	\$34,544.00	\$0.00	\$34,544.00	0.00
State Fines	0.00	\$1,585.00	\$0.00	\$1,585.00	0.00
Jury Fund	0.00	\$0.00	\$0.00	\$0.00	0.00
WV Deputies Fund	581.50	\$593.50	\$0.00	\$577.00	598.00
General Current Expenses	0.00	\$13,677.42	\$48,081.68	\$61,759.10	0.00
Excess Levy	0.00	\$7,224.86	\$26,177.97	\$33,402.83	0.00
Weston Current	0.00	\$13.26	\$3,755.84	\$3,769.10	0.00
Jane Lew Current	0.00	\$2.74	\$775.51	\$778.25	0.00
COVID-19 PANDEMIC	0.00	\$0.00	\$0.00	\$0.00	0.00
LC Blueprint Community	47,393.99	\$0.00	\$0.00	\$2,996.61	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
Certified to State	\$235,688.79	\$581.15	\$0.00	\$9,721.44	226,548.50
ARPA - PILT	\$65,663.29	\$161.91	\$0.00	\$0.00	\$65,825.20
American Rescue Plan	\$2,841,234.68	\$7,005.78	\$0.00	\$45,000.00	2,803,240.46
Totals	\$13,753,429.75	\$721,886.38	\$123,589.55	\$1,500,940.12	\$13,097,965.56

Balance in county depositories - End of Month	\$13,614,268.34	Bank Errors	
Less: Orders Outstanding	\$668,217.78	Bank Errors	
Add: Deposits in Transit	\$148,415.00		
Cash in Office at End of Month	\$3,500.00		
Misc. Adjustments (+ or-)			
Total in county Depositories and Office	\$13,097,965.56	Bank Errors	
		Total	
		True Balance	\$13,097,965.56

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.

[Signature]  
 , Sheriff & Treasurer,  
Lewis County

Difference

Dated and sworn to on this date.

Lewis County Financial Statement  
Month Ending- July 2022

Lewis County  
08/07/22 10:50:11 AM

	Beginning Balance	All Other Revenues	All Taxes Collected	Less: Orders Issued	Ending Balance
General County	3,866,337.38	\$520,906.49	\$200,299.03	\$769,419.11	3,818,123.79
Coal Severence	4,371.39	\$16,731.15	\$0.00	\$0.00	21,102.54
General School	31,909.20	\$4,551.68	\$0.00	\$0.00	36,460.88
Magistrate Court	2,016.15	\$1,231.00	\$0.00	\$0.00	3,247.15
Worthless Check	30,213.25	\$4.80	\$0.00	\$0.00	30,218.05
Dog and Kennel	27,707.48	\$17.61	\$0.00	\$18,174.21	9,550.88
Home Detention	3,155.68	\$2,990.72	\$0.00	\$4,376.11	1,770.29
Emergency 911 Fund	4,538,840.57	\$218,534.80	\$0.00	\$117,239.22	4,640,116.15
Lewis County Aquatic Fund	712,303.82	\$113.20	\$1.07	\$0.00	712,418.09
Citizens Education	15,780.91	\$2.51	\$0.00	\$54.63	15,728.79
Fire Fees	0.00	\$53,155.93	\$0.00	\$53,155.93	0.00
Sheriff Special Account-State	17,345.44	\$2.76	\$0.00	\$0.00	17,348.20
County Building	583,099.87	\$57.46	\$0.00	\$0.00	583,157.33
Board of Health	674,564.06	\$25,047.40	\$0.00	\$29,289.38	670,322.08
Tax Lien	304,891.66	\$3,783.87	\$0.00	\$22,847.19	285,828.34
Delinquent Nonentered	34,884.53	\$0.00	\$0.00	\$14,216.25	20,668.28
Concealed Weapons	48,093.38	\$491.41	\$0.00	\$401.20	48,183.59
Assessor Valuation	230,034.03	\$13,426.69	\$0.00	\$17,293.50	226,167.22
Voters Resistration	4,785.02	\$0.00	\$0.00	\$0.00	4,785.02
State Current	0.00	\$0.14	\$3,466.89	\$3,467.03	0.00
Criminal Charges	0.00	\$72.15	\$0.00	\$72.15	0.00
Court Reporter	0.00	\$0.00	\$0.00	\$0.00	0.00
State Police	0.00	\$675.00	\$0.00	\$675.00	0.00
Vehicle License - DMV	0.00	\$44,142.50	\$0.00	\$44,142.50	0.00
State Fines	0.00	\$830.00	\$0.00	\$830.00	0.00
Jury Fund	0.00	\$97.55	\$0.00	\$6,014.79	(5,917.24)
WV Deputies Fund	409.00	\$656.50	\$0.00	\$404.50	661.00
General Current Expenses	0.00	\$5,423.25	\$263,972.59	\$269,395.84	0.00
Excess Levy	0.00	\$3,719.61	\$145,727.11	\$149,446.72	0.00
Weston Current	0.00	\$1.52	\$36,461.57	\$36,463.09	0.00
Jane Lew Current	0.00	\$0.24	\$5,781.72	\$5,781.96	0.00
COVID-19 PANDEMIC	1,001.97	\$0.00	\$0.00	\$0.00	1,001.97
LC Blueprint Community	7,812.09	\$3,000.00	\$0.00	\$1,044.53	9,767.56
Small Cities Blk Grant-Broadband	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Phase 1 Water Project	\$0.00	\$244,500.00		\$244,500.00	\$0.00
American Rescue Plan	\$1,298,398.02	\$1,545,241.16	\$0.00	\$0.00	2,843,639.18
Totals	\$12,437,954.90	\$2,709,389.10	\$655,709.98	\$1,808,704.84	\$13,994,349.14

Balance in county depositories - End of Month

Less: Orders Outstanding

Add: Deposits in Transit

Cash in Office at End of Month

Misc. Adjustments (+ or -)

\$14,976,623.17

\$1,647,563.31

\$661,789.28

\$3,500.00

\$13,994,349.14

Bank Errors

Bank Errors

Bank Errors

Total

True Balance

\$13,994,349.14

I, David Giosa, 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.

David Giosa  
Sheriff & Treasurer,  
Lewis County

Difference

8-8-2022

Dated and sworn to on this date.

## LEWIS COUNTY

### ASSESSOR'S VALUATION FUND RECONCILIATION 2023 - 2024

(FOR FINAL PAYMENT NOT LATER THAN MAY 10, 2024)

RECONCILIATION BASED ON ACTUAL TAX COLLECTIONS AS REPORTED ON THE  
SHERIFF'S SETTLEMENT - FISCAL YEAR ENDING JUNE 30, 2023

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, 2023  
 ASSESSOR'S VALUATION FUND RECONCILIATION 2023 - 2024

RECAP	COUNTY CURRENT	SCHOOL CURRENT	TOTAL MUNICIPAL CURRENT	TOTAL ALL FUNDS
LINE 18 Total Taxes Collected	4,246,219.22	5,573,926.59	461,167.22	10,281,313.03
LINE 6 - Subtract Interest & Fees Collected	119,363.44	53,788.75	6,908.13	180,060.32
LINE 14 + Add Sheriff's Commission	3,300.12	4,877.93	1,467.51	9,645.56
LINE 15 + Add Assessor's Valuation Fund	85,670.91	115,100.32	10,299.54	211,070.77
+ Add Public Utility Municipal Corporations:			66,666.34	66,666.34
A. Total Represents Actual Tax Collection to be used for the purpose of making distribution to the Assessor's Valuation Fund	4,215,826.81	5,640,116.09	532,692.48	10,388,635.38
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 tab)	
C. LINE A X LINE B OR AMOUNT REFLECTED ON LINE A IF LINE B IS NOT APPLICABLE	4,215,826.81	5,640,116.09	532,692.48	10,388,635.38
REQUIRED PAYMENT = LINE C x <u>2</u> % for Assessor	84,316.54	112,802.32	10,653.85	207,772.71
SUBTRACT PROJECTED TARGET AMOUNT	80,719.00	107,249.00	9,550.00	197,518.00
IF DIFFERENCE IS * Positive = additional dollars to be paid assessor * Negative = dollars to be reimbursed entity by the assessor	3,597.54	5,553.32	1,103.85	10,254.71

\*\*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, 2023  
 Fiscal Year Ending June 30, 2024 Distribution to Assessor's Valuation Fund

	Weston Current CURRENT & BOND Levy	Jane Lew Current CURRENT & BOND Levy	Muni 3 CURRENT & BOND Levy	Muni 4 CURRENT & BOND Levy
<b>MUNICIPAL FUNDS</b>				
LINE 18 Total Taxes Collected	410,064.00	51,103.22		
LINE 6 - Subtract Interest & Fees Collected	6,207.87	700.26		
LINE 14 + Add Sheriff's Commission	1,296.40	171.11		
LINE 15 + Add Assessor's Valuation Fund	8,922.23	1,377.31		
+ Add Public Utility Municipal Corporations:	53,890.38	12,775.96		
<b>A. Total Represents Actual Tax Collection to be used for the purpose of making distribution to the Assessor's Valuation Fund</b>	<u>467,965.14</u>	<u>64,727.34</u>		
<b>B. If excess levy is included with current apply the following formula:</b> $\frac{\text{Current Rate}}{\text{Current Rate} + \text{Excess Levy Rate}} \times 100 =$				
<b>C. LINE A X LINE B OR AMOUNT REFLECTED ON LINE A IF LINE B IS NOT APPLICABLE</b>	<u>467,965.14</u>	<u>64,727.34</u>		
<b>REQUIRED PAYMENT =</b> LINE C x _____ 2 % for Assessor	9,359.30	1,294.55		
<b>SUBTRACT PROJECTED TARGET AMOUNT</b>	8,373.00	1,177.00		
<b>IF DIFFERENCE IS</b> * Positive = additional dollars to be paid assessor * Negative = dollars to be reimbursed entity by the assessor	<u>986.30</u>	<u>117.55</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
				461,167.22
				6,908.13
				1,467.51
				10,299.54
				66,666.34
				532,692.48
				N/A
				532,692.48
				10,653.85
				9,550.00
				1,103.85



**DISTRIBUTION ASSESSOR'S VALUATION FUND 2023 - 2024  
BASED ON ACTUAL TAX COLLECTION FYE 2023**

Entity	Actual 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	84,316.54	4,215.83	21,922.30	18,549.64	2,529.50	2,529.50	2,529.50	1,686.33	10,961.15	14,333.81	5,058.99	84,316.54
School Current	112,802.32	5,640.12	29,328.60	24,816.51	3,384.07	3,384.07	3,384.07	2,256.05	14,664.30	19,176.39	6,768.14	112,802.32
Weston Current	9,359.30	467.97	2,433.42	2,059.05	280.78	280.78	280.78	187.19	1,216.71	1,591.08	561.56	9,359.30
Jane Lew Curre	1,294.55	64.73	336.58	284.80	38.84	38.84	38.84	25.89	168.29	220.07	77.67	1,294.55
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
<b>Grand Total</b>	<b>207,772.71</b>	<b>10,388.64</b>	<b>54,020.90</b>	<b>45,710.00</b>	<b>6,233.18</b>	<b>6,233.18</b>	<b>6,233.18</b>	<b>4,155.45</b>	<b>27,010.45</b>	<b>35,321.36</b>	<b>12,466.36</b>	<b>207,772.71</b>

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

**DISTRIBUTION ASSESSOR'S VALUATION FUND 2023-2024 FY  
BASED ON TARGET TAX COLLECTION FYE 2023**

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	80,719.00	4,035.95	20,986.94	17,758.18	2,421.57	2,421.57	2,421.57	1,614.38	10,493.47	13,722.23	4,843.14	80,719.00
School Current	107,249.00	5,362.45	27,884.74	23,594.78	3,217.47	3,217.47	3,217.47	2,144.98	13,942.37	18,232.33	6,434.94	107,249.00
Weston Current	8,373.00	418.65	2,176.98	1,842.06	251.19	251.19	251.19	167.46	1,088.49	1,423.41	502.38	8,373.00
Jane Lew Current	1,177.00	58.85	306.02	258.94	35.31	35.31	35.31	23.54	153.01	200.09	70.62	1,177.00
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
<b>Grand Total</b>	<b>197,518.00</b>	<b>9,875.90</b>	<b>51,354.68</b>	<b>43,453.96</b>	<b>5,925.54</b>	<b>5,925.54</b>	<b>5,925.54</b>	<b>3,950.36</b>	<b>25,677.34</b>	<b>33,578.06</b>	<b>11,851.08</b>	<b>197,518.00</b>

\* - Using actual tax collection is our recommended distribution procedure

Lewis-Gilmer E 911 Center  
201 Orchard St  
Weston, WV 26452

Dear Mr. Keith Talbert,

I am writing to inform you of my formal resignation letter from my position as Supervisor/Telecommunicator at the Lewis-Gilmer E 911 Center, effective August 31<sup>st</sup>, 2023.

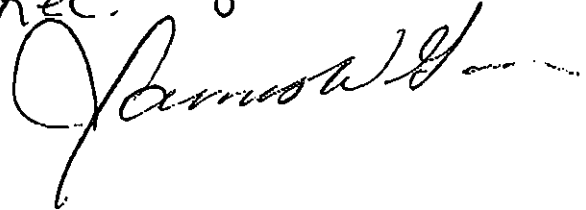
My career goals have changed since working here, and I feel that the time has come for me to pursue another opportunity that is more aligned with my career choice.

I appreciate all the opportunities you gave me during my time here. Please let me know what assistance I can offer as I transition out of my current role. I wish the Lewis-Gilmer E 911 Center the best in the future with new employees, the new construction and all future endeavors.

Thank you,



Tera Stout

Rec. 8-9-23  


Linda Kramm  
124 Lakeside Drive  
Horner, WV. 26372  
304-452-9895  
[lkramm0358@gmail.com](mailto:lkramm0358@gmail.com)

August 16, 2023

Dear Lewis County Clerk and Commission,

Please accept this letter as formal notification that I am retiring and leaving my position with Lewis County on October 31, 2023.

Thank you for the opportunities you have provided me during my time with Lewis County. If I can be of any assistance during this transition please let me know.

Sincerely,



Linda Kramm

001-424-230.0

**INVOICE**

**Avenu Insights & Analytics**  
 5860 Trinity Pkwy Ste 120  
 Centreville, VA 20120

Invoice #: INVB-046929

Page Number: 1  
 Invoice Date: 08/04/2023  
 Due Date: 09/03/2023

**Bill To:**

Lewis County  
 MARY LOU MYERS  
 108 CENTER AVENUE  
 WESTON, WV 26452

ORDER NO.	CUSTOMER #	PERIOD OF PERFORMANCE	TERMS	DUE DATE
CN00259708	C101183	POP: 8/1/2023 - 7/31/2024	Net 30	09/03/2023
CUSTOMER CONTRACT NO.	CUSTOMER PO NO.	VENDOR ID NO.	VENDOR EIN NO.	TAX REGISTRATION NO.

Item	Description	Unit	Quantity	Unit Price	Amount USD
FT000019 - PACE - Server Software Maintenance Fee	PACE - Server Software Maintenance Fee	Each	1	\$1,062.31	\$1,062.31
FT000015 - PACE - Finance Software Maintenance Fee	PACE - Finance Software Maintenance Fee	Each	1	\$4,850.76	\$4,850.76
FT000021 - PACE - Payroll Software Maintenance Fee	PACE - Payroll Software Maintenance Fee	Each	1	\$2,707.56	\$2,707.56
				Subtotal	\$8,620.63
				Total	\$8,620.63

USD

Please remit payment to:

**Via EFT – ACH or Wire (Preferred):**

Bank Name: Wells Fargo  
 Account Name: Avenu Insights & Analytics  
 ABA/Routing: 121000248  
 Account Number (USD): 4941513962

**Via Check:**

Avenu Insights & Analytics  
 PO Box 200886  
 Dallas, TX 75320-0886



23 South University Avenue, Morgantown, WV 26508

Phone (304) 292-2568 FAX (304) 292-9836

August 11, 2023

Lewis County Commission  
110 Center Avenue  
Weston, WV 26452

Dear Commission,

Regarding your current IBM Hardware and Software Maintenance for your AS/400. IBM has announced end of (standard) support for version 7.3 of your operating system. What that means is that if you have a problem with your system, IBM will require you to be at a "current" version of the operating system before they can assist. Your IBM maintenance contract generally covers any problems with the hardware or system software. That maintenance is not up for renewal until March 9, 2024. A separate letter will be sent about this at a later date. However, your operating system is at version 7.3. *Starting September 30, 2023, IBM will no longer support that version.* **You will need to have Software Systems upgrade your software to version 7.4.** The upgrade cost is \$1,450.00. This will be done remotely, and can be scheduled after we receive this signed letter back.

The software contract noted here is for the operating system and all the IBM licensed programs. Maintaining a current software contract provides you with support for software defects and updates for problems IBM has identified elsewhere. It also allows you to upgrade to new releases of the operating system without additional charges from IBM. In addition, when it's time to upgrade to a new AS/400, a current software contract ensures that you are entitled to "upgrade" pricing on the operating system. In many cases, this translates to a zero cost for the operating system on the new AS/400.

This upgrade is NOT part of your annual IBM maintenance.

If you have any questions or need more information, please let us know.

Sincerely,  
Samantha Alvarez  
samantha@softwaresystems.com

Please check below and return this form:

I approve the Version 7.4 upgrade. **\$1,450.00**  
(services and expenses, one-time charge)

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

July, 31, 2023

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 7/1/2022 through 6/30/2023. 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 "2023-2024" 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 2023 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 2023.

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 Commission  
 Lewis County Courthouse  
 108 Center Ave.  
 Weston WV 26452

Please find below the 2023-2024 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</u>	
						<u>2023-24</u>	<u>Initials</u>
System/Hardware	N/A	12 + 1w/2	N/A \$43.00 \$43.00	N/A	2	_____	_____

ACCEPTED: \_\_\_\_\_ DATE: \_\_\_\_\_



July, 31, 2023

TO: All Software Systems, Inc. Maintenance Contract Customers

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Lewis County County Clerk  
 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 2023-24</u>	<u>Initials</u>
Budget/Payroll	N/A	45 + lv2	N/A \$155.00 \$155.00	N/A	2	_____	_____

ACCEPTED: \_\_\_\_\_ DATE: \_\_\_\_\_

July, 31, 2023

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 7/1/2022 through 6/30/2023. 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.

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

Please find below the 2023-2024 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</u>	
						<u>2023-24</u>	<u>Initials</u>
Sheriff's Accounting	\$287.50	30 + LV2	\$287.50	N/A	2	_____	_____
			<u>\$94.00</u>				
			\$381.50				
Tax Collection	\$287.50	31 + LV2	\$287.50	\$287.50	3	_____	_____
			<u>\$139.00</u>	\$139.00			
			\$426.50 + LV3	<u>\$96.00</u>			
Tax Internet Inquiry	\$115.00	0 + LV2	\$115.00	\$522.50	2	_____	_____
			<u>\$2.00</u>	N/A			
			\$117.00				
Tax On-line Payments	\$86.25	0 + LV2	\$86.25	N/A	2	_____	_____
			<u>\$2.00</u>				
			\$88.25				

ACCEPTED: \_\_\_\_\_ DATE: \_\_\_\_\_