

# COUNTY COMMISSION OF LEWIS COUNTY

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**COMMISSIONERS:**  
Bobby Stewart, President  
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Rod Wyman, Commissioner

**LEWIS COUNTY COMMISSION  
110 CENTER AVENUE, 2ND FLOOR  
WESTON, WV 26452  
AMENDED MEETING AGENDA  
TUESDAY, February 13, 2024**

## **SILENT MEDITATION AND PLEDGE OF ALLEGIANCE**

- 1. 10:00 AM**      **Call Meeting to Order** (*action required*)
- 2. 10:00 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.                      No Appointments Scheduled**

## **CORRESPONDENCE**

- 4. Upshur County Commission Meeting Agenda:** The February 8, 2024 Upshur County Commission meeting minutes are presented for review. (*information only*)
- 5. State of WV Department of Homeland Security Division of Administrative Services:** This letter is to alert you that it is likely your county's inmate billing rate will be changing over to the next rate, which is the Base Per Diem Rate of \$54.48 during this month of February 2024. (*information only*)
- 6. State of West Virginia Division of Corrections & Rehabilitation:** The Regional Jail invoice for the month of January 2024 in the amount of \$37,871.02 is presented for review. The invoice amount for December 2023 was \$38,219.66. The amount for January 2023 was \$45,403.25. As of January 31, 2024, Lewis County has been billed for 6,944 jail beds during fiscal year 2024. Our Lewis County 80% of pro rata days/bed number is 7,086 at the \$43.58 rate. The County rate will increase to \$54.48 per bed until we reach 8,857 days. From there, the County will be billed \$65.38 every day thereafter until the next fiscal year when the cycle starts over again. (*information only*)
- 7. Lewis – Gilmer E-911 Monthly Report:** The January 2024 Lewis-Gilmer E-911 report is presented for review. (*information only*)
- 8. Lewis County Sheriff's Mileage Report:** The Lewis County Sheriff's Mileage Report for the month of January 2024 is presented for review. (*information only*)

9. **Lewis County Sheriff's Financial Statement:** Lewis County Sheriff, David Gosa, presents the January 2024 Sheriff's Monthly Financial Statement for review. Also presented are the previous statements from December 2023 and December 2024. *(information only)*
10. **Records Management and Preservation Grant:** The Records Management and Preservation Board recently reviewed the county records grant application and approved a grant award to the Lewis County Commission. The amounts of the grant Circuit Clerk \$10,000, County Clerk \$10,000, and Sheriff \$10,000 have been approved. *(information only)*
11. **Board(s) and Committee(s) Reports:** Commissioners will give reports on any board(s) or committee(s) meeting attended including: Ireland Community Meeting, National Association of Counties Northeast Region, Lewis County Community Foundation Fund Advisory Board, Lewis County Convention and Visitors Bureau, Weston Rotary Club, WV Broadband Council, Safe Sites and Structures Committee, County Commissioners Association WV Legislative Call, Building Commission, 911 Advisory Board, etc.

## BUSINESS

12. **Lewis County Health Department:** Lewis County Commission will be asked to approve the Health Department portion of the Lewis County Emergency Operations Plan. This item was postponed from the January 30, 2024 meeting due to the title of the document. *(action required)*
13. **Lewis Economic Development Grant Program Resolution:** The Commission will consider the resolution for the Lewis Economic Development Grant Program. *(action required)*
14. **Lewis Gilmer Addressing and Mapping:** Steve Moneypenny will present a proposal of naming a road located off of Jackson's Mill Road as Walnut Grove Road. *(action required)*
15. **Lewis County Assessor, John Breen, Request to Hire Employee:** John Breen requests advice and consent per West Virginia Code §7-7-7 to hire an employee as the position of Oil and Gas Data Entry. If approved the employee start date will be March 4, 2024. *(action required)*
16. **Lewis County Safe Sites and Structures:** The Safe Sites and Structures Committee reviewed information provided on property located at 2681 Sassafras Road, Weston, WV. The property score rating by the committee is 75. A Citation will be drafted and the property presented at the Commission meeting on 2-13-2024 for approval. *(action required)*
17. **Small Rural Tribal Body Worn Camera Program:** The Lewis County Commission will consider submitting a grant application in the amount of \$30,000 to the Small Rural Tribal Body Worn Camera Program to aid in the possible replacement of the Lewis County Sheriff's Department body worn cameras. An estimate obtained from Axon Enterprises, Inc. was provided to the Lewis County Sheriff's Office to replace the existing body worn cameras for all officers. The estimated cost to replace body worn cameras is \$79,005.52. *(action required)*
18. **Coal Severance State Budget Revision:** The Lewis County Commission will be asked to approve the coal severance budget revision to be sent to the West Virginia State Auditor's Office for approval. *(action required)*
19. **Time Sheets, Leave Requests:** Tina Helmick – Time Sheet, Sherry Rogers – Annual Leave *(action required)*

## 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 two business days prior to the meeting date. *(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 two business days prior to the meeting date. *(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 two business days prior to the meeting date. *(action required)*
- 23. 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:**

- 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.

**Additional Notices**

Safe Sites and Structures Hearing

February 20, 2024

1:00