

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

**LEWIS COUNTY COMMISSION
110 CENTER AVENUE, 2ND FLOOR
WESTON, WV 26452
AMENDED MEETING AGENDA
TUESDAY, APRIL 8, 2025**

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)*
- 3. 10:05 AM** **National Library Week:** The Lewis County Commission will consider executing a proclamation in support of National Library Week.
(action required)
- 4. 10:30 AM** **Executive Session:** The Commission will consider an Executive Session in order to discuss a possible land acquisition. *(action required)*

CORRESPONDENCE

- 5. Upshur County Commission Meeting Agenda:** The April 3, 2025 Upshur County Commission meeting was canceled. The next scheduled meeting is April 10, 2025. *(information only)*
- 6. Lewis County Emergency Ambulance Service Authority:** The Lewis County Emergency Ambulance Service Authority Independent Auditor's Report and Related Financial Statements for the year ended June 30, 2024 is presented for review. *(information only)*
- 7. WV State Auditor Notice Of Approval:** The WV State Auditor, Mark A. Hunt, submits a letter approving the Levy Estimate (Budget) for fiscal year beginning July 1, 2025. *(information only)*
- 8. Lewis – Gilmer E-911 Monthly Report:** The March 2025 Lewis -Gilmer E-911 Report is presented for review. *(information only)*
- 9. Lewis County Sheriff's Mileage Report:** The March 2025 Sheriff's Mileage Report is presented for review. *(information only)*
- 10. Board(s) and Committee(s) Reports:** Commissioners will give reports on any board(s) or committee(s) meeting attended including: Lewis County Convention and Visitors Bureau, WV

BUSINESS

- 11. Lewis County Park Request to Hire:** Lewis County Park Director, Josh Hinchman, submits a request to hire William Cole for seasonal maintenance working up to 40 hours a week at \$11.00 an hour. If approved the start date will be May 9, 2025. *(action required)*
- 12. Lewis County Sheriff Request to Hire:** Mickey Metz, Lewis County Sheriff, requests advice and consent per West Virginia Code §7-7-7 to hire Haley Rose Smith as a probationary deputy. If approved the start date will be April 15, 2025. *(action required)*
- 13. Lewis County Sheriff Request to Hire:** Mickey Metz, Lewis County Sheriff, requests advice and consent per West Virginia Code §7-7-7 to hire Ian Riley Forinash as a probationary deputy. If approved the start date will be April 15, 2025. *(action required)*
- 14. Time Sheets/Annual or Sick Leave Requests:** No Leave Requests *(action required)*

ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:

- 15. Actions of the Clerk:** The Lewis County Clerk 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)*
- 16. Approval of Estates:** The Lewis County Clerk 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)*
- 17. 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)*
- 18. 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:

- 19. 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

**April 8, 2025 11:00 AM Ribbon Cutting and Dedication of the new Lewis Gilmer
E-911 Center**

National Library Week 2025 Proclamation

WHEREAS, libraries offer the opportunity for everyone to connect with others, learn new skills, and pursue their passions, no matter where they are on life's journey;

WHEREAS, libraries adapt to the ever-changing needs of their communities, developing and expanding collections, programs, and services that are as diverse as the populations they serve;

WHEREAS, libraries are accessible and inclusive places that promote a sense of local connection, advancing understanding, civic engagement, and shared community goals;

WHEREAS, libraries play a pivotal role in economic development by providing resources and support for job seekers, entrepreneurs, and small businesses, thus contributing to local prosperity and growth;

WHEREAS, libraries are treasured institutions that preserve our collective heritage and knowledge, safeguarding both physical and digital resources for present and future generations;

WHEREAS, libraries are an essential public good and fundamental institutions in democratic societies, working to improve society, protect the right to education and literacy, and promote the free exchange of information and ideas for all;

WHEREAS, libraries, librarians, and library workers are joining library supporters and advocates across the nation to celebrate National Library Week;

NOW, THEREFORE, be it resolved that Louis Bennett Public Library proclaims National Library Week, April 6-12, 2025. During this week, we encourage all residents to visit their libraries and celebrate the adventures and opportunities they unlock for us daily.

Bobby Stewart
President

Rod Wyman
Commissioner

Agnes Queen
Commissioner

Attest: _____ Date: _____

Rebecca Carder, Interim Lewis County Clerk



State of West Virginia

Mark A. Hunt
State Auditor

Office of the State Auditor
Local Government Services
200 West Main Street
Clarksburg, West Virginia 26301

Toll Free: (877) 982-9148
Telephone: (304) 627-2415
Fax: (304) 340-5090
www.wvsao.gov

March 31, 2025

NOTICE OF APPROVAL OF THE LEVY ESTIMATE (BUDGET)

TO: Lewis County Commission

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 your Levy Estimate (Budget) for the fiscal year beginning July 1, 2025.

With this written approval, the levying body shall meet on the third Tuesday in April (April 15) to hear and consider any objections and to officially adopt the levy rates for property taxation. The clerk/recording officer, within three days of such meeting, shall prepare and forward to the State Auditor the officially adopted levy rates and levy order.

If you have any questions, please do not hesitate to contact our office at: LGS@wvsao.gov or 304-627-2415.

Sincerely,
Mark A. Hunt
WV State Auditor

A handwritten signature in blue ink that reads "Ora L. Ash".

By: Ora L. Ash, Deputy State Auditor
Local Government Services

2025

LEWIS-GILMER E-911 TELETYPE REPORT

		JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JULY.	AUG.	SEP.	OCT.	NOV.	DEC.	TOTAL
LEWIS														
LC SHERIFF	10-27	42	41	45										128
	10-28	32	30	30										92
	III & CIB	20	19	77										116
	OTHER	23	37	47										107
	DVP	12	16	28										56
WESTON PD	10-27	20	16	20										56
	10-28	13	12	11										36
	III & CIB	10	5	1										16
	OTHER	5	10	18										33
	DVP	0	5	11										16
WVSP	10-27	10	8	20										38
	10-28	0	5	18										23
	III & CIB	2	3	16										21
	OTHER	0	0	0										0
	DVP	5	5	21										31
NRP	10-27	3	7	6										16
	10-28	1	4	1										6
	III & CIB	0	0	0										0
	OTHER	0	0	0										0
	DVP	0	3	4										7
PROSECUTOR	10-27	0	0	1										1
	10-28	0	0	0										0
	III & CIB	4	14	11										29
	OTHER	0	3	5										8
	DVP	0	0	0										0
PROBATION	10-27	0	0	5										5
	10-28	0	0	0										0
	III & CIB	0	4	0										4
	OTHER	2	0	0										2
	DVP	0	1	0										1
SWJS PARK	10-27	0	0	0										0
	10-28	0	0	0										0
	III & CIB	0	0	0										0
	OTHER	0	0	0										0
	DVP	0	0	0										0
FAMILY COURT	III & CIB	0	0	0										0
DAY REPORT	10-27	0	11	0										11
	10-28	0	0	0										0
	III & CIB	0	0	0										0
	OTHER	0	0	0										0
	DVP	0	0	0										0
													TOTAL TRANSACTIONS	859

March 2025 MILEAGE REQUEST

UNIT LIC.

- 150 M. Metz / Vin. A42305 / 1236 – 21 SUV 165795
- 151 M. Cayton / Vin. A42304 / 1235 – 21 SUV 60861
- 152 Z. Lopez / Vin. A18031 / 4960 – 20 SUV 48063
- 153 B. Hendershot / Vin. C19510 / 4913 – 23 SUV 9130
- 154 C. Matheny / Vin. B29979 / 3841 – 22 SUV 42804
- 155 D. Cooley / Vin. A32097 / 25 SUV "WRECKED" 2809
- 156 E. Linger / Vin. A18030 / 1232 – 20 SUV 54708
- ~~156 E. Linger / Spare Interceptor ?~~
- 157 R. Masters / Vin. A48451 / 1241 – 22 SUV 44688 - ACADEMY
- 158
- 159
- 160 D. Shipman / Vin. A40308 / 4961 – 22 SUV 47782
- 165 R. Bowman / Vin. C99333 / B54761 – 22 TRK 64033

170 C. Kirkpatrick / Vin. C62863 / 1234 – 20 SUV 46327

171 T. Lafever / Vin. A42303 / 1696 – 20 SUV 37590

172 J. Johnmeyer / Vin. B04451 / 4220 – 21 SUV 68926

173 J. Jenkins / Vin. 572421 / 5YJ-355 - 21 JEEP 51457

174 R. Bush / Vin. 179324 / 4287 – 17 JEEP 44556

175 D. Cayton / Vin. 568479 / 6LB-698 – 17 JEEP 68796

1500 Dep. Reserves / Vin. 319897 / 3258 – 14 CHARGER 53699

1500 Dep. Reserves / Vin. 553134 / 1233 – 10 NITRO 78640

1500 Dep. Reserves / Vin. 553135 / 2726 – 11 NITRO 64592

Spare / Vin.106494 / 3929 – 18 INTERCEPTOR 80739

Spare / Vin. A78623 / 3370 – 15 EXPLORER 115358

Spare / Vin. 106495 /3930 – 18 INTERCEPTOR 76301

Spare / Vin. 116126 / 1910 -13 INTERCEPTOR 501D

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

Thank You

From: jhinchman lewiscountywv.org
Sent: Monday, March 31, 2025 12:04 PM
To: Tina Helmick; srogers lewiscountywv.org
Subject: request to hire

Lewis County Park requests to hire William Cole for season maintenance working up to 40 hours a week at \$11.00 an hour. Start date would be May 9, 2025.

Joshua Hinchman
Director
Lewis Co Park
304-269-6599



Lewis County Sheriff's Department



M.E. Metz, Sheriff

117 Court Ave, Weston, WV 26452
Phone: (304) 269-8251

Email: mmetz@lewiscountywv.org
Fax: (304) 269-2644

April 2, 2025

To: Lewis County Commission

From: Sheriff Mickey Metz

Re: Full Time Hire

I respectfully request advice and consent per WV Code §7-7-7 to hire **Haley Rose Smith** as a probationary deputy and has been approved by the Lewis County Civil Service Commission. I would request his employment begin 4/15/2025 at the starting salary of **45,780.87**.

Thank you advance for your consideration.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Mickey E. Metz".

Mickey E. Metz, Sheriff
Lewis County Sheriff's Office



Lewis County Sheriff's Department



M.E. Metz, Sheriff

117 Court Ave, Weston, WV 26452
Phone: (304) 269-8251

Email: mmetz@lewiscountywv.org
Fax: (304) 269-2644

April 2, 2025

To: Lewis County Commission

From: Sheriff Mickey Metz

Re: Full Time Hire

I respectfully request advice and consent per WV Code §7-7-7 to hire **Ian Riley Forinash** as a probationary deputy and has been approved by the Lewis County Civil Service Commission. I would request his employment begin 4/15/2025 at the starting salary of **45,780.87**.

Thank you advance for your consideration.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Mickey E. Metz".

Mickey E. Metz, Sheriff
Lewis County Sheriff's Office