

# 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  
Agnes Queen, Commissioner  
Rod Wyman, Commissioner

**LEWIS COUNTY COMMISSION  
110 CENTER AVENUE, 2ND FLOOR  
WESTON, WV 26452  
MEETING AGENDA  
TUESDAY, JANUARY 16, 2024**

## **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.**                      **No Appointments Scheduled**

## **CORRESPONDENCE**

- 4. Upshur County Commission Meeting Agenda:** The January 11, 2024 Upshur County Commission meeting minutes are presented for review. (*information only*)
- 5. Lewis County Sheriff's Mileage Report:** The Lewis County Sheriff's Mileage Report for the month of December 2023 is presented for review. (*information only*)
- 6. Lewis County Sheriff's Financial Statement:** Lewis County Sheriff, David Gosa, presents the December 2023 Sheriff's Monthly Financial Statement for review. Also presented are the previous statements from November 2023 and December 2022. (*information only*)
- 7. County Fire Protection Funding:** In August of 2023 the WV Legislature signed a bill allocating \$3,000,000.00 to the "County Fire Protection Fund". These funds are to be distributed to those county commissions of counties which have in place a countywide excess levy, or a countywide fee, dedicated to fire or emergency services. Lewis County will be receiving \$32,908.17 from the County Fire Protection Fund. (*information only*)
- 8. State of West Virginia Division of Corrections & Rehabilitation:** The Regional Jail invoice for the month of December 2023 in the amount of \$38,219.66 is presented for review. The invoice amount for November 2023 was \$51,598.72. The amount for December 2022 was \$55,101.50. (*information only*)

- 9. Board(s) and Committee(s) Reports:** Commissioners will give reports on any board(s) or committee(s) meeting attended including: Lewis County Fire Board, Safe Sites Committee, National Association of Counties, WVU Extension Dinner, Fire Association Meeting, etc.

#### **BUSINESS**

- 10. Requisition for Wes Banco for Construction costs for the New E-911 Center:** The Commission will consider the approval of a requisition in the amount of \$436,619.93. *(action required)*
- 11. Lewis County Economic Development Authority:** Director Ray Smith submits a request to reappoint Herb Curtis to the Board of Directors. If approved the term will expire December 31, 2025. *(action required)*
- 12. West Fork Conservation District:** The West Fork Conservation District Board of Supervisors requests funding in the amount of \$5,000.00 for the Operation, Maintenance, and Repair Program for the Polk Creek Watershed structures and channel. Last year the Commission provided \$5,000.00 to this maintenance program. *(action required)*
- 13. Lewis County Sheriff's Cruiser Vinyl Installation Invoice:** The invoice from JPW Graphics, LLC is submitted for consideration. The invoice in the amount of \$1,400.00 is for the vinyl installation of a cruiser. *(action required)*
- 14. Time Sheets and Leave Requests: No Leave Requests Submitted** *(action required)*

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

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

**January 23, 2024      Commission Meeting Canceled due to out-of- town meetings**

IN THE COUNTY COMMISSION OF LEWIS COUNTY, WV

The Lewis County Commissioners hereby order the following applications taken by the Lewis County Assessor, John L. Breen, approved by the Prosecuting Attorney be approved:

Erroneous Assessments:

LANTZ, TAMELA J, 2022, P/P EXON#3349

LANTZ, TAMELA J, 2023, P/P EXON#3350

COMMISSION MEETING 01/16/2024

Approved this the     day of             , 2024.

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

Date: January 04, 2024

Exoneration #: 3350

John L. Breen ASSESSOR OF LEWIS COUNTY

**EXONERATION ORDER**

Property Type: Personal

State of West Virginia, County of LEWIS

At a regular meeting of the County Commission of LEWIS County, West Virginia held at the courthouse of said county, Commissioners: Agnes Queen, Roderick Wyman, and Bobby Stewart, on the 23 day of January issued the following order, which was made and entered, to-wit:

Upon application of LANTZ TAMELA J, whose address is 2806 US HWY 19 N JANE LEW. WV 263788336, and whose phone number is , who proved to the satisfaction of the Commission that they are aggrieved by an erroneous assessment for 2010.DODGE NITRO in District 04 HACKERS CREEK RURAL, assessed at 6,360.00 for the tax year 2023.

The commission therefore orders that the said applicant be and is hereby exonerated from the said erroneous assessment and from the payment of taxes so assessed for the tax year 2023. If said taxes have been paid, the Sheriff shall refund the same to them.

The Commission certifies the following facts upon which it grants said relief:

DAUGHTER TRADED 10 NITRO FOR 2016 JOURNEY. ATTACHED COPY OF TAX TICKETS FOR BOTH VEHICLES AND TRADE PAPERWORK.

District: 04 HACKERS CREEK RURAL  
Account #: 15620984  
Tax Ticket #: 303645  
Map/Parcel:  
Tax Year: 2023  
Class: Unchanged  
Orig. Half Year Tax: 56.31  
New Half Year Tax: \$30.68

**Amount Exonerated**

Face Tax: 25.63  
Interest: 0.00  
Penalty: 0.00  
**Total Exonerated: 25.63**      51.26  
Personal Property: 6,360.00 to 3,465.00  
  
Homestead: 0.00 to 0.00  
**Total Value Change: 6,360.00 to 3,465.00**

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
Processed by Tax Office

\_\_\_\_\_  
Acknowledged - Prosecuting Attorney

\_\_\_\_\_  
Approval-President of County Commission

\_\_\_\_\_  
Assessor

\_\_\_\_\_  
Prepared By Timothy Riffle, Assessor

\_\_\_\_\_  
Taxpayer

\_\_\_\_\_  
Order Entered to State Auditor

Date: January 04, 2024

Exoneration #: 3349

John L. Breen ASSESSOR OF LEWIS COUNTY

**EXONERATION ORDER**

Property Type: Personal

State of West Virginia, County of LEWIS

At a regular meeting of the County Commission of LEWIS County, West Virginia held at the courthouse of said county, Commissioners: Agnes Queen, Roderick Wyman, and Bobby Stewart, on the 23 day of January issued the following order, which was made and entered, to-wit:

Upon application of LANTZ TAMELA J, whose address is 2806 US HWY 19 N JANE LEW, WV 263788336, and whose phone number is , who proved to the satisfaction of the Commission that they are aggrieved by an erroneous assessment for 2010 DODGE NITRO in District 04 HACKERS CREEK RURAL, assessed at 5,085.00 for the tax year 2022.

The commission therefore orders that the said applicant be and is hereby exonerated from the said erroneous assessment and from the payment of taxes so assessed for the tax year 2022. If said taxes have been paid, the Sheriff shall refund the same to them.

The Commission certifies the following facts upon which it grants said relief:

DAUGHTER TRADED 10 NITRO FOR 2016 JOURNEY. ATTACHED COPY OF TAX TICKETS FOR BOTH VEHICLES AND TRADE PAPERWORK.

**District:** 04 HACKERS CREEK RURAL

**Account #:** 15620984

**Tax Ticket #:** 303557

**Map/Parcel:**

**Tax Year:** 2022

**Class:** Unchanged

**Orig. Half Year Tax:** 45.02

**New Half Year Tax:** \$22.71

**Amount Exonerated**

Face Tax: 22.31

Interest: 0.00

Penalty: 0.00

**Total Exonerated: 22.31**

Personal Property: 5,085.00 to 2,565.00

Homestead: 0.00 to 0.00

**Total Value Change: 5,085.00 to 2,565.00**

\$ 44.62

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
Acknowledged - Prosecuting Attorney

\_\_\_\_\_  
Assessor

\_\_\_\_\_  
Taxpayer

\_\_\_\_\_  
Processed by Tax Office

\_\_\_\_\_  
Approval-President of County Commission

\_\_\_\_\_  
Prepared By Timothy Riffle, Assessor

\_\_\_\_\_  
Order Entered to State Auditor



## Upshur County Commission Meeting Agenda

Agenda packets are available electronically at [http://www.upshurcounty.org/agenda\\_and\\_minutes/index.php](http://www.upshurcounty.org/agenda_and_minutes/index.php) or by request to the Upshur County Commission Office at 304-472-0535.

- Location: Upshur County Courthouse Annex  
If you prefer to participate by telephone, please dial 1-408-650-3123 Access Code: 272 564 045 to enter the conference call.
- Date of Meeting: January 11, 2024
- 9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance  
Approval of Minutes:  
  - January 4, 2024
- 9:05 a.m. Captain Joey Baxa, Buckhannon Fire Department -- provide a status update regarding the new firefighter training facility.
- 9:30 a.m. Sandra Marfield, Sexual Assault Advocate with the Centers Against Violence – Presentation of Human Trafficking and Stalking Prevention Month Proclamation – January 2024.

### Items for Discussion / Action / Approval:

1. Request from John Conley on behalf of 3A Towing, LLC, requesting to be placed on the Upshur County Wrecker Rotation List for emergency towing services. \*  
*Item may lead to Executive Session per WV Code §6-9A-4*      [Under separate cover](#)
2. Approval of an electronic application submission to the West Virginia Department of Agriculture's Spay and Neuter Assistance Program on behalf of the Lewis-Upshur Animal Control Facility for 2024. \* **Pages 4-12**
3. Correspondence from Cheyenne Troxell, 26th Judicial Circuit Community Corrections Program Director, requesting the employment of a full-time secretary, effective January 16, 2024. \*  
*Item may lead to Executive Session per WV Code §6-9A-4*      [Under separate cover](#)
4. Approve Invoices for Payment, Purchase Card Invoices for Payment, Budget Revisions / Financial Reports or Information, Correction of Erroneous Assessments, Exonerations/Refunds, Grant Updates / Requests for Reimbursements, Final Settlements, Vacation Orders, Consolidation of Land Tracts, Facility Maintenance Concerns or Updates, Road Name Requests, Project Reports / Updates, Request to Attend Meetings, Request for Day(s) Off.

### For Your Information:

(Certain Items May Require Discussion, Action and/or Approval by the Commission)

1. Correspondence from Ora L. Ash, Deputy State Auditor for Local Government Services, announcing the upcoming Budget Preparation Workshops for County Government. **Page 13**
2. Correspondence from Deanna Sheets, Property Valuation Training & Procedures Commission Chairman regarding the Upshur County Assessor's Proposed Valuation Fund Budget for Fiscal Year 2025. Per WV Code, the Assessor may receive up to 2% of the previous year's projected tax collections to be used for the purpose of maintaining current valuations and performing periodic reevaluations of property. **Page 14-15**

3. Correspondence from Governor Jim Justice announcing the distribution of funds from the County Fire Protection Fund bill signed in August 2023. Upshur County will be receiving \$46,538.95 from the fund to be utilized to bolster fire departments and emergency response teams within the county. **Pages 16-17**
4. Correspondence from the Department of Homeland Security – Division of Corrections & Rehabilitation providing the WV Regional Jail and Correctional Facility monthly invoice for Upshur County for December, 2023. The invoice reflects 1,779 inmate days X \$43.58 per diem rate totaling \$77,528.82. This amount does not include credits and additional debits made during this period. **Page 18**
5. Correspondence from Norma Woody, Office Manager, Adrian Public Service District, enclosing a copy of the Annual Independent Audit for Fiscal Years 2022 and 2023 prepared by Bennett & Dobbins, PLLC.  
*Under Separate Cover*
6. Summaries prepared by Terri Jo Bennett, Upshur County Addressing and Mapping Coordinator for calendar year 2023.
- Building and Floodplain Permits Issued **Page 19**
  - Point and Pay Collections **Page 20**
  - Addressing and Mapping – New Addresses Assigned & New Roads Approved & Created **Page 21**
7. Upshur County Road Name Index as of January 2, 2024 - Prepared by Terri Jo Bennett, Upshur County Addressing and Mapping Coordinator. (Available upon request) *Under separate cover*
8. Upshur County Fire Board Financial Report for July – December 2023. **Pages 22-34**
9. Lewis-Upshur Animal Control Facility Annual Report on Animal Euthanasia and Year-to-Date Account of Animals Report for January 1, 2023 through December 31, 2023. **Pages 35-36**
10. Public Notices:
- a) Newsletters and/or Event Notifications:
- Correspondence from Hope Gas regarding pipeline safety **Pages 37-38**
- b) Agendas and/or Notice of Meetings:
- Buckhannon-Upshur Airport Authority January 8, 2024 **Page 39**
  - Upshur County Development Authority January 9, 2024 **Page 40**
  - Upshur County Safe Structures and Sites January 11, 2024 **Page 41**
  - Upshur County Parks and Trails January 16, 2024 **Page 42**
  - Upshur County Farmland Protection January 16, 2024 **Page 43**
- c) Meeting Minutes:
- Upshur County Farmland Protection October 17, 2023 **Page 44**
  - Adrian Public Service District
    - Monthly Board Meeting December 7, 2023 **Page 45**
    - Phase VIII Project Meeting December 20, 2023 **Page 46**

**\*Dates and times of monthly board meetings are viewable at:**

<http://cms4.revize.com/revize/upshurwv/calendar.php>

or go to [www.upshurcounty.org](http://www.upshurcounty.org) and click on the board meetings calendar box on the main page.

11. Appointments Needed or Upcoming:



- None

## 12. Board of Review & Equalization Meeting Schedule

\*Meetings will be held at the Upshur County Administrative Annex unless otherwise noted

- |              |                         |   |
|--------------|-------------------------|---|
| • 02/01/2024 | 1:00 p.m. – 3:00 p.m.   | No appointments ---Review Property Books    |
| • 02/06/2024 | 1:00 p.m. – 3:00 p.m.   |   |
| • 02/08/2024 | 10:00 a.m. – 12:00 p.m. |   |
| • 02/13/2024 | 1:00 p.m. – 3:00 p.m.   | Coal, Oil & Gas and Industrial Appointments |
| • 02/16/2024 | 9:00 a.m. – 11:00 a.m.  | Adjourn Sine Die                            |

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*\*\*\*If you are interested in serving on an Upshur County board, please submit your letter of interest to the Commission Office at 91 W. Main St., Suite 101, Buckhannon, WV 26201 or [chughes@upshurcounty.org](mailto:chughes@upshurcounty.org). Upcoming term expirations are listed in this section of the agenda; however, letters of interest can be submitted at any time. Letters of interest for boards that do not currently have a vacancy will be held until a vacancy occurs. Please note that submitting a letter of interest does not guarantee appointment. \*\*\**

Newsletters and/or Event Notifications, Agendas and/or Notices of Meetings, Meeting Minutes and Scheduled Meetings can all be found by visiting: [http://www.upshurcounty.org/agenda\\_and\\_minutes/index.php](http://www.upshurcounty.org/agenda_and_minutes/index.php)

### Tabled Items

(Certain Items May Require Discussion, Action and/or Approval by the Commission)

Tabled November 30, 2023 - Consider executing a Memorandum of Understanding for Regional Task Force dedicated to optimizing funds available to political subdivisions from the WV First Foundation created as a result of the State opioid litigation and settlements. Upon entering this agreement, parties agree to cooperate and provide information and documentation to Ascension Recovery Services (Ascension). Financial contribution by the parties of this MOU for the services provided by "Ascension" is voluntary, not mandatory. Pages 48-49

Next Regular Meeting of the Upshur County Commission  
January 18, 2024 --- 9:00 a.m.  
Upshur County Courthouse Annex

## December 2023 MILEAGE REQUEST

UNIT LIC.

150 D. Gosa / Vin. A42305 / 1236 – 21 SUV 46326

151 M. Cayton / Vin. A42304 / 1235 – 21 SUV 44985

152 Z. Lopez / Vin. A18031 / 4105 – 20 SUV 33906

153 B. Hendershot / Vin. A42303 / 1696 – 20 SUV 21732

154 B. Newbrough / Vin. A18030 / 1232 – 20 SUV 43270

155 M. Ayoob / Vin. A40308 / 2966 – 22 SUV 29716

156 J. Johnmeyer / Vin. B04451 / 4220 – 21 SUV 47386

157 D. Cooley / Vin. A48451 / 1241 – 22 SUV 24116

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170 C. Kirkpatrick / Vin. C62863 / 1234 – 20 SUV 33436

171 C. Matheny / Vin. B29979 / 3841 – 22 SUV 25676

172 T. Lafever / Vin. A78623 / 3370 - 14 SUV 113909

173 J. Jenkins / Vin. 568479 / 6LB-698 – 17 JEEP 61129

174 R. Bush / Vin. 179324 / 4287 – 17 JEEP 33818

175 D. Cayton / Vin.319897 / 3258 – 14 CHARGER 52678

1500 Dep. Reserves / Vin. 116126 / 1910 -13 INTERCEPTOR 117308

1500 Dep. Reserves / Vin. 553134 / 1233 – 10 NITRO 78502

1500 Dep. Reserves / Vin. 553135 / 2726 – 11 NITRO 64421

Spare / Vin. 106494 / 3930 - 18 INTERCEPTOR 74516

Spare / Vin. 106495 / 3929 – 18 INTERCEPTOR 68392

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

Thank You

Lewis County Financial Statement  
Month Ending- December 2023

Lewis County  
01/09/2024 @ 03:18:43 PM

Beginning Balance	All Other Revenues	All Taxes Collected	Less: Orders Issued	Ending Balance	
General County	6,651,379.59	\$430,157.90	\$91,939.60	\$920,858.53	6,252,618.56
Coal Severance	35,880.30	\$85.52	\$0.00	\$0.00	35,965.82
General School	68,851.45	\$2,261.14	\$0.00	\$71,112.59	0.00
Magistrate Court	3,398.66	\$1,221.48	\$0.00	\$3,478.00	1,142.14
Worthless Check	12,149.20	\$79.04	\$0.00	\$0.00	12,228.24
Dog and Kennel	2,223.42	\$809.11	\$0.00	\$504.49	2,528.04
Home Detention	54,546.78	\$4,544.08	\$0.00	\$5,106.50	53,984.36
Emergency 911 Fund	3,726,391.48	\$178,318.28	\$0.00	\$119,648.87	3,785,060.89
Lewis County Aquatic Fund	566,667.02	\$1,350.69	\$0.00	\$0.00	568,017.71
Citizens Education	26,661.87	\$1,766.99	\$0.00	\$8,644.22	19,784.64
Federal Equitable	0.71	\$0.00	\$0.00	\$0.00	0.71
Fire Fees	0.00	\$822.96	\$0.00	\$822.96	0.00
Sheriff Special Account-State	33,645.08	\$79.33	\$0.00	\$12,000.00	21,724.41
County Building	504,648.20	\$670.34	\$0.00	\$0.00	505,318.54
Board of Health	751,939.89	\$83,857.70	\$0.00	\$56,771.10	779,026.49
Tax Lien	146,845.33	\$0.00	\$0.00	\$0.00	146,845.33
Delinquent Nonentered	31,335.40	\$0.00	\$0.00	\$0.00	31,335.40
Concealed Weapons	51,741.98	\$366.20	\$0.00	\$0.00	52,108.18
Assessor Valuation	223,104.51	\$5,223.92	\$0.00	\$4,048.04	224,280.39
Voters Resistration	5,044.47	\$131.29	\$0.00	\$0.00	5,175.76
State Current	0.00	\$3.55	\$1,282.52	\$1,286.07	0.00
Criminal Charges	0.00	\$95.12	\$0.00	\$95.12	0.00
Court Reporter	0.00	\$65.00	\$0.00	\$65.00	0.00
State Police	0.00	\$175.00	\$0.00	\$175.00	0.00
Vehicle License - DMV	0.00	\$18,196.51	\$0.00	\$18,196.51	0.00
State Fines	0.00	\$850.00	\$0.00	\$850.00	0.00
Jury Fund	0.00	\$0.00	\$0.00	\$0.00	0.00
WV Deputies Fund	428.00	\$364.50	\$0.00	\$426.00	366.50
General Current Expenses	0.00	\$9,350.79	\$121,743.21	\$131,094.00	0.00
Excess Levy	0.00	\$17,998.34	\$52,960.60	\$70,958.94	0.00
Weston Current	0.00	\$20.01	\$7,222.91	\$7,242.92	0.00
Jane Lew Current	0.00	\$2.48	\$895.08	\$897.56	0.00
County Clerk Election Administration	2,134.83	\$469.90	\$0.00	\$0.00	2,604.73
County Clerk Real Property E-Records	2,134.83	\$469.90	\$0.00	\$0.00	2,604.73
LC Blueprint Community	43,710.32	\$0.00	\$0.00	\$0.00	43,710.32
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	\$132,471.50	\$315.75	\$0.00	\$0.00	132,787.25
American Rescue Plan	\$2,838,677.36	\$6,766.16	\$0.00	\$0.00	2,845,443.52
Certified to State	\$181,401.12	\$446.56	\$0.00	\$0.00	181,847.68
Opioid Settlement	\$0.00	\$276,017.70	\$0.00	\$0.00	276,017.70
County Fire Protection	\$28,336.80	\$67.54	\$0.00	\$0.00	28,404.34
EMS Salary Enhancement	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Totals	\$16,125,750.10	\$1,074,394.55	\$276,043.92	\$1,465,256.19	\$16,010,932.38

Balance in county depositories - End of Month

Less: Orders Outstanding

Add: Deposits in Transit

Cash in Office at End of Month

Misc. Adjustments (+ or-)

\$16,401,888.78
\$691,752.11
\$297,295.71
\$3,500.00
\$16,010,932.38

Bank Errors

Bank Errors

Bank Errors

Total

True Balance

\$16,010,932.38

Total in county Depositories and Office

I, D. Cook, 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, County

Difference

Dated and sworn to on this date.

	Beginning Balance	All Other Revenues	All Taxes Collected	Less: Orders Issued	Ending Balance
General County	6,822,262.19	\$451,860.80	\$127,863.89	\$750,607.29	6,651,379.59
Coal Severance	35,792.05	\$88.25	\$0.00	\$0.00	35,880.30
General School	64,019.38	\$4,832.07	\$0.00	\$0.00	68,851.45
Magistrate Court	2,020.60	\$1,478.06	\$0.00	\$100.00	3,398.66
Worthless Check	12,069.35	\$79.85	\$0.00	\$0.00	12,149.20
Dog and Kennel	25,656.54	\$956.47	\$0.00	\$24,389.59	2,223.42
Home Detention	47,534.44	\$7,081.45	\$0.00	\$69.11	54,546.78
Emergency 911 Fund	3,666,323.90	\$194,264.92	\$0.00	\$134,197.34	3,726,391.48
Lewis County Aquatic Fund	565,273.20	\$1,393.82	\$0.00	\$0.00	566,667.02
Citizens Education	25,261.79	\$4,240.23	\$0.00	\$2,840.15	26,661.87
Federal Equitable	0.71	\$0.00	\$0.00	\$0.00	0.71
Fire Fees	0.00	\$1,295.15	\$0.00	\$1,295.15	0.00
Sheriff Special Account-State	37,036.41	\$1,272.33	\$0.00	\$4,663.66	33,645.08
County Building	503,422.76	\$1,225.44	\$0.00	\$0.00	504,648.20
Board of Health	733,764.49	\$123,454.60	\$0.00	\$105,279.20	751,939.89
Tax Lien	153,187.24	\$0.00	\$0.00	\$6,341.91	146,845.33
Delinquent Nonentered	31,335.40	\$0.00	\$0.00	\$0.00	31,335.40
Concealed Weapons	51,280.26	\$461.72	\$0.00	\$0.00	51,741.98
Assessor Valuation	243,957.21	\$3,615.93	\$0.00	\$24,468.63	223,104.51
Voters Resistration	5,044.47	\$0.00	\$0.00	\$0.00	5,044.47
State Current	0.00	\$14.23	\$1,097.00	\$1,111.23	0.00
Criminal Charges	0.00	\$768.77	\$0.00	\$768.77	0.00
Court Reporter	0.00	\$85.00	\$0.00	\$85.00	0.00
State Police	0.00	\$275.00	\$0.00	\$275.00	0.00
Vehicle License - DMV	0.00	\$23,361.34	\$0.00	\$23,361.34	0.00
State Fines	0.00	\$1,915.00	\$0.00	\$1,915.00	0.00
Jury Fund	0.00	\$9,214.72	\$0.00	\$9,214.72	0.00
WV Deputies Fund	401.50	\$423.50	\$0.00	\$397.00	428.00
General Current Expenses	0.00	\$7,738.94	\$172,200.85	\$179,939.79	0.00
Excess Levy	0.00	\$51,121.52	\$45,297.59	\$96,419.11	0.00
Weston Current	0.00	\$89.10	\$6,869.77	\$6,958.87	0.00
Jane Lew Current	0.00	\$8.87	\$683.86	\$692.73	0.00
County Clerk Election Administration	1,713.56	\$421.27	\$0.00	\$0.00	2,134.83
County Clerk Real Property E-Record	1,713.56	\$421.27	\$0.00	\$0.00	2,134.83
LC Blueprint Community	43,710.32	\$0.00	\$0.00	\$0.00	43,710.32
Small Cities Blk Grant-Broadband	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Phase 1 Water Project	\$0.00	\$11,241.47	\$0.00	\$11,241.47	\$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	\$132,145.66	\$325.84	\$0.00	\$0.00	\$132,471.50
American Rescue Plan	\$2,831,695.10	\$6,982.26	\$0.00	\$0.00	2,838,677.36
Certified to State	\$216,230.17	\$2,437.25	\$0.00	\$37,266.30	181,401.12
Opioid Settlement	\$0.00	\$0.00	\$0.00	\$0.00	0.00
County Fire Protection	\$0.00	\$28,336.80	\$0.00	\$0.00	28,336.80
EMS Salary Enhancement	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Totals	\$16,252,852.26	\$973,757.01	\$354,012.96	\$1,454,872.13	\$16,125,750.10

Balance in county depositories - End of Month	\$16,772,971.49	Bank Errors	
Less: Orders Outstanding	\$962,714.42	Bank Errors	
Add: Deposits in Transit	\$311,993.03		
Cash in Office at End of Month	\$3,500.00		
Misc. Adjustments (+ or-)			
Total in county Depositories and Office	\$16,125,750.10	Bank Errors	
		Total	
		True Balance	\$16,125,750.10

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 (reference) above. The amount received, the amount distributed and the amount remaining in the Treasury and County Depositories

[Signature]  
 Sheriff & Treasurer, Lewis County

12-8-2023  
 Dated and sworn to on this date.

Difference



Lewis County Financial Statement  
Month Ending- December 2022

Lewis County  
01/09/2023 @ 10:06:29 AM

	Beginning Balance	All Other Revenues	All Taxes Collected	Less: Orders Issued	Ending Balance
General County	4,756,374.57	\$452,808.08	\$67,044.13	\$829,435.47	4,446,791.31
Coal Severance	38,695.67	\$31.81	\$0.00	\$0.00	38,727.48
General School	70,650.85	\$5,831.23	\$0.00	\$76,482.08	0.00
Magistrate Court	1,330.44	\$1,541.33	\$0.00	\$1,889.00	982.77
Worthless Check	18,287.56	\$40.04	\$0.00	\$0.00	18,327.60
Dog and Kennel	19,067.12	\$638.67	\$0.00	\$375.61	19,330.18
Home Detention	3,045.89	\$5,746.75	\$0.00	\$4,192.01	4,600.63
Emergency 911 Fund	4,818,801.45	\$17,701.71	\$0.00	\$162,932.67	4,673,570.49
Lewis County Aquatic Fund	561,136.87	\$461.21	\$106.98	\$0.00	561,705.06
Citizens Education	24,640.65	\$120.82	\$0.00	\$6,330.70	18,430.77
Federal Equitable	0.71	\$0.00	\$0.00	\$0.00	0.71
Fire Fees	0.00	\$1,901.67	\$0.00	\$1,901.67	0.00
Sheriff Special Account-State	19,005.69	\$15.62	\$0.00	\$0.00	19,021.31
County Building	496,452.47	\$225.81	\$0.00	\$0.00	496,678.28
Board of Health	681,162.98	\$42,399.24	\$0.00	\$48,257.09	675,305.13
Tax Lien	276,041.28	\$2,142.25	\$0.00	\$8,674.04	269,509.49
Delinquent Nonentered	30,971.40	\$0.00	\$0.00	\$0.00	30,971.40
Concealed Weapons	47,660.64	\$424.61	\$0.00	\$436.20	47,649.05
Assessor Valuation	266,313.86	\$4,954.07	\$0.00	\$25,860.85	245,407.08
Voters Resistration	4,824.43	\$10.13	\$0.00	\$0.00	4,834.56
State Current	0.00	\$1.12	\$1,103.63	\$1,104.75	0.00
Criminal Charges	0.00	\$1,215.11	\$0.00	\$1,215.11	0.00
Court Reporter	0.00	\$25.00	\$0.00	\$25.00	0.00
State Police	0.00	\$375.00	\$0.00	\$375.00	0.00
Vehicle License - DMV	0.00	\$32,416.00	\$0.00	\$32,416.00	0.00
State Fines	0.00	\$0.00	\$0.00	\$0.00	0.00
Jury Fund	0.00	\$0.00	\$0.00	\$0.00	0.00
WV Deputies Fund	401.00	\$558.00	\$0.00	\$396.50	562.50
General Current Expenses	0.00	\$16,243.91	\$89,096.82	\$105,340.73	0.00
Excess Levy	0.00	\$11,646.14	\$45,575.54	\$57,221.68	0.00
Weston Current	0.00	\$13.75	\$14,381.01	\$14,394.76	0.00
Jane Lew Current	0.00	\$0.97	\$956.52	\$957.49	0.00
COVID-19 PANDEMIC	0.00	\$0.00	\$0.00	\$0.00	0.00
LC Blueprint Community	10,266.99	\$36,612.00	\$0.00	\$0.00	46,878.99
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
ARPA - PILT	\$65,329.19	\$5.37	\$0.00	\$0.00	\$65,334.56
American Rescue Plan	\$2,817,536.39	\$2,315.78	\$0.00	\$0.00	2,819,852.17
Totals	\$15,027,998.10	\$638,423.20	\$218,264.63	\$1,380,214.41	\$14,504,471.52

Balance in county depositories - End of Month	\$15,117,777.43	Bank Errors	
Less: Orders Outstanding	\$858,376.86	Bank Errors	
Add: Deposits in Transit	\$241,570.95		
Cash in Office at End of Month	\$3,500.00		
Misc. Adjustments (+ or-)			
Total in county Depositories and Office	\$14,504,471.52	Bank Errors	
		Total	
		True Balance	\$14,504,471.52

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,  
County

Difference

Dated and sworn to on this date.



*Jim Justice*  
*Governor of West Virginia*

January 5, 2024

Lewis County Commission  
110 Center Avenue  
Weston, WV 26452

Re: County Fire Protection Funding

Commissioners:

In August of 2023, during an Extraordinary Session of the West Virginia Legislature, I proudly signed a bill allocating \$3,000,000 to the "County Fire Protection Fund." These funds are to be distributed to those county commissions of counties which have in place a countywide excess levy, or a countywide fee, dedicated to fire or emergency services. Following the bill's enactment, my Department of Homeland Security conducted a comprehensive survey across counties to determine eligibility for allocations from the County Fire Protection Fund. The distributions are now being made in strict adherence to the legislation, apportioned relative to each county's population's percentage of the aggregate population of all such qualifying counties combined.

It is with great pleasure that I share the news that your county will be receiving \$32,908.17 from the County Fire Protection Fund.

The significance of this funding cannot be overstated. It stands as a testament to the collective commitment to ensuring the safety and well-being of our communities. These resources are specifically mandated to be utilized for the exclusive benefit of enhancing fire protection and emergency services within your county.

The allocation of these funds underscores the importance of bolstering our fire departments and emergency response teams. These services play an integral role in safeguarding our citizens, properties, and infrastructure. They are the backbone of our community's resilience in times of crisis and everyday emergencies.

I extend my sincerest gratitude for your dedication to prioritizing the safety of all West Virginians. This funding represents an investment in the continued strength and preparedness of our local emergency services, reinforcing our ability to respond swiftly and effectively to unforeseen challenges.

OFFICE OF THE GOVERNOR

From the bottom of my heart, thank you for all you do every day and for always "running to the fire" to ensure the continued safety and security of our communities.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jim Justice", written in a cursive style.

Jim Justice  
Governor

**STATE OF WEST VIRGINIA**  
*DEPARTMENT OF HOMELAND SECURITY*  
**DIVISION OF CORRECTIONS & REHABILITATION**



**WILLIAM K MARSHALL III**  
**COMMISSIONER**

**MARK A SORSAIA**  
**CABINET SECRETARY**

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Office of the Commissioner  
1409 Greenbrier Street  
Charleston, WV 25311  
304-558-2036 -- Telephone  
304-558-5367 -- Fax

DISCOUNTED RATE LEWIS COUNTY  
PO BOX 466  
WESTON, WV 26452

**Invoice Number: 12123302D**

**Invoice Date: 1/5/2024 1:24:16 PM**

**Month of Service: December, 2023**

Pursuant to the provisions of W.Va. Code §15A-3-16, the Division of Corrections and Rehabilitation hereby provides you with a monthly statement of charges and costs of inmate maintenance and operational costs for Discounted Rate Lewis County for the month of December, 2023. The costs per day for inmate maintenance and operation is in accordance with the provisions of W.Va. Code §15A-3-16.

Detailed information, including names of inmates and the number of days of inmate maintenance, to support the invoice is attached.

Month: December

Number of Inmate Days: 877

Per Diem Rate: \$43.58

Amount Due: December, 2023

\$38,219.66

This invoice amount is due and payable upon receipt.

Please Remit Payment to:  
WV Regional Jail and Correctional Facility Authority  
PO Box 40258  
Charleston, WV 25364



## Lewis County Economic Development Authority

110 Center Avenue, 2nd Floor, Weston WV 26452

[www.lceda.org](http://www.lceda.org)

304-269-4993

01/09/2024

Re: Reappointment of members to the Economic Development Authority Board

To Lewis County Commission

As per the approval of the Executive Board on January 9th vote, we wish to summit Herb Curtis for reappointed to our board for the 12/31/22 to 12/31/25 term.

Thank you for your consideration.

A handwritten signature in blue ink, appearing to read "Ray Smith", with a long horizontal line extending to the right.

Ray Smith

Director of the Lewis County Economic Development Authority





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## WEST FORK CONSERVATION DISTRICT

87 Ollie Lane, Suite 102 - Mount Clare, WV 26408 - Phone (304) 627-2160

January 4, 2024

Lewis County Commission

110 Center Ave

Weston, WV 26452

RE: Polk Creek

Dear County Commissioners,

The West Fork Conservation District Board of Supervisors respectfully requests funding of \$5,000.00 for operation, maintenance, and repair (OM&R) program for the Polk Creek Watershed structures and channel. Last year you gave the District \$5,000.00, of which we were very grateful. The Maintenance items are important and will always be needed to maintain the integrity of the dam and to protect county citizens. This is a vital structure for your county, and we are sincere when we thank you for working with us as partners to maintain the dam.

Thank you for your attention to this request and we look forward to hearing from you. If you should have any questions, please give me a call at 304-627-2160.

Sincerely,

Dee Altman

Administrative Specialist

West Fork Conservation District

87 Ollie Lane

Mount Clare, WV 26408

304-627-2160

JPW Graphics, LLC  
PO Box 488  
Weston, WV 26452 US  
304-269-2952  
jmgrafixwv@gmail.com

# Estimate

**ADDRESS**

Lewis County Commission  
110 Center Avenue  
Weston, WV 26452

**SHIP TO**

Lewis County Commission  
110 Center Avenue  
Weston, WV 26452

**ESTIMATE #**

**DATE**

1028

01/04/2024

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
01/04/2024	Sales	Cruiser/Vinyl/ Install	2	700.00	1,400.00
			1		

SUBTOTAL 1,400.00  
TAX 0.00  
TOTAL **\$1,400.00**

Accepted By

Accepted Date