

COUNTY COMMISSION OF LEWIS COUNTY

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

LEWIS COUNTY COMMISSION 110 CENTER AVENUE, 2ND FLOOR WESTON, WV 26452 MEETING AGENDA TUESDAY, SEPTEMBER 23, 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** **Village Caregiving Presentation:** Mandy Bennett will provide a presentation and overview of the facility programs. (*information only*)
4. **10:30 AM** Executive Session: The Commission will enter executive session to discuss personnel. WV Code 6-9a-4 (*action required*)

CORRESPONDENCE

5. **Upshur County Commission Meeting Agenda:** The September 18, 2025 Upshur County Commission meeting agenda is presented for review. (*information only*)
6. **Jane Lew Public Service District:** The Jane Lew PSD September 2025 agenda is presented for review. (*information only*)
7. **Board(s) and Committee(s) Reports:** Commissioners will give reports on any board(s) or committee(s) meeting attended including: Lewis County Park Project Meeting, National Association of Counties, etc.

BUSINESS

8. **Lewis County Sheriff, Mickey Metz, presents the 2024 Delinquent Tax list for approval by the Lewis County Commission:** If approved this list will be published in the Weston Democrat. (*action required*)
9. **Lewis County Circuit Clerk Office Resignation:** Spring Hull submits her letter of resignation effective September 30, 2025. (*action required*)

- 10. Lewis County Circuit Clerk Request to Advertise:** Beth Burkhart requests permission to advertise for a vacancy in the office. *(action required)*
- 11. Safe Sites and Structures Committee:** A Complaint on Citation issued for the property located at 1137 US Highway Rt. 33 East, Weston, WV is presented for consideration. *(action required)*
- 12. Safe Sites and Structures Committee:** A Complaint on Citation of Safe Structures Enforcement Agency Code issued for the property located at 248 Forinash Road, Weston, WV is presented for consideration. *(action required)*
- 13. Safe Sites and Structures Committee:** A Complaint on Citation issued for the property located at 4929 Old Mill Road, Weston is presented for consideration. *(action required)*
- 14. Safe Sites and Structures Committee:** A Complaint on Citation for the property located at 377 John Street, Weston is presented for consideration. *(action required)*
- 15. Safe Sites and Structures Committee:** A Complaint on Citation of Safe Structures Enforcement Agency for the property located at 323 John Street, Weston is presented for consideration. *(action required)*
- 16. Safe Sites and Structures Committee:** A Complaint on Citation of Safe Structures Enforcement Agency for the property located at 200 Valley Chapel Road, Weston is presented for consideration. *(action required)*
- 17. Safe Sites and Structures Committee:** A Complaint on Citation of Safe Structures Enforcement Agency for the property located at 638 Toms Run Road, Roanoke, is presented for consideration. *(action required)*
- 18. Safe Sites and Structures Committee:** A Complaint on Citation of Safe Structures Enforcement Agency for the property located at 957 Elk City Road, Jane Lew is presented for consideration. *(action required)*
- 19. Time Sheets/Annual or Sick Leave Requests:** No Leave Requests Submitted *(action required)*

ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:

- 20. 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)*
- 21. 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)*
- 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)*

- 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