

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
MEETING AGENDA
TUESDAY, MARCH 11, 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** **Hackers Creek Pioneer Descendants and the Genealogy/History Library:**
Doris Dean will provide a presentation and submit a request for funding.
(*action required*)

CORRESPONDENCE

- 4. Upshur County Commission Meeting Agenda:** The February 27, 2025, Upshur County Commission meeting agenda is submitted for review. The March 6, 2025 Upshur County Commission meeting was canceled. (*information only*)
- 5. Jane Lew Public Service District:** The Jane Lew Public Service District meeting agenda for February 13, 2025 is presented for review. (*information only*)
- 6. Lewis – Gilmer E-911 Monthly Report:** The February 2025 Lewis-Gilmer E-911 Report is presented for review. (*information only*)
- 7. Justice Assistant Grant Program Award:** Patrick Morrisey submits a letter of approval for the Justice Assistant Grant in the amount of \$15,000.00. (*information only*)
- 8. Board(s) and Committee(s) Reports:** Commissioners will give reports on any board(s) or committee(s) meeting attended including: Auditor Training, Ireland Community Meeting, Northeast Region Monthly Videoconference, Lewis County Economic Development Authority, Safe Sites and Structures, National Association of Counties Legislative Conference, Lewis County Convention and Visitors Bureau Board Meeting, Weston Neighborhood Watch, 911 Advisory Board, etc.

BUSINESS

9. **Lewis County Assessor:** John Breen, Lewis County Assessor, submits a request for the Commission to cover the cost of the NAS backup Disk Station and Drives to back up the Assessor computers, Sheriff's Tax Office computers and the County Clerk's Computers. This unit will also be expandable to include other offices if needed. The cost of this item is \$1,559.97. The server would be purchased by the Assessor Valuation Fund. *(action required)*
10. **Interim County Clerk Appointment:** The Commission will consider the appointment of Rebecca Carder as Interim County Clerk as a result of the retirement of Cynthia Rowan. *(action required)*
11. **Lewis County Clerk Request to Advertise:** Cynthia Rowan, Lewis County Clerk, submits a request to advertise for a vacant position in the County Clerk's Office. *(action required)*
12. **Lewis County Sheriff's Tax Office Request to Advertise:** Lewis County Sheriff, Mickey Metz, submits a letter of request to advertise for a vacant full-time position of Tax Deputy in the Lewis County Tax Office. *(action required)*
13. **Lewis County Sheriff's Department:** The Lewis County Sheriff's Department requests permission to list two 2007 Honda Foreman four-wheelers for sale. *(action required)*
14. **Lewis County Sheriff Request to Hire:** Mickey Metz, Lewis County Sheriff requests advice and consent per West Virginia Code §7-7-7 to hire Dakota Shipman as the position of part-time Deputy Sheriff. If approved the start date will be March 15, 2025 or April 1, 2025. *(action required)*
15. **Lewis County Building Commission Board Reappointment:** The Commission will consider the reappointment of John Law to serve on the Building Commission for a term ending February 15, 2030. *(action required)*
16. **Lewis -Gilmer E-911 Center:** Danhill Construction and Silling Associates, Inc. submits a certificate of Substantial Completion for consideration. *(action required)*
17. **Lewis County Park Board Reappointments:** The Lewis County Park Board submits a letter of request to reappoint Jeremiah McCourt and Gene Edwards. The three-year terms will expire March 1, 2028. *(action required)*
18. **Lewis County Park Board Appointment:** The Lewis County Park Board submits a letter of request to appoint Brianne Warner for a three-year term expiring March 1, 2028 for consideration. *(action required)*
19. **Lewis County Park Request for Bids Approval:** Josh Hinchman, Lewis County Park Director submits a request to advertise for bids for building an additional parking lot. *(action required)*
20. **Lewis County Park Request for Surplus Property Advertisement:** Josh Hinchman, Lewis County Park Director, submits a request to advertise surplus equipment. *(action required)*
21. **Lewis County Park Request to Hire:** Josh Hinchman, Director, requests advice and consent per West Virginia Code §7-7-7 to hire Daniel Messenger for seasonal maintenance working up to 20 hours a week at \$12.50 an hour and Gary Rowan for seasonal maintenance working up to 40 hours a week at \$12.00 an hour. If approved the start date will be March 17, 2025. *(action required)*
22. **Lewis – Gilmer Addressing and Mapping:** Steve Money Penny, Lewis County Flood Plain and Mapping Manager, submits a road naming request for consideration. *(action required)*
23. **Safe Sites and Structures Committee:** Steve Money Penny submits a Complaint on the Citation for the property located at 132 Kimberly Lane, Jane Lew for consideration. *(action required)*
24. **Safe Sites and Structures Committee:** Steve Money Penny submits a Complaint on the Citation for the property located at 741 ½ Lynn Avenue in Weston for consideration. *(action required)*

25. **Safe Sites and Structures Committee:** Steve Moneypenny submits a Complaint on the Citation for the property located at 411 Berlin Road, Weston for consideration. *(action required)*
26. **Safe Sites and Structures Committee:** Steve Moneypenny submits a Complaint on the Citation for the property located at 96 B Brown Road, Weston for consideration. *(action required)*
27. **Safe Sites and Structures Committee:** Steve Moneypenny submits a Complaint on the Citation for the property located at 13687 US Highway 33 West, Alum Bridge for consideration. *(action required)*
28. **Safe Sites and Structures Committee:** Steve Moneypenny submits a Complaint on the Citation for the property located at 13669 US Highway 33 West, Alum Bridge for consideration. *(action required)*
29. **Safe Sites and Structures Committee Request to Advertise for Bids:** Steve Moneypenny requests to advertise for bids for demolition and necessary asbestos reports on five properties. The property locations are as follows; 2681 Sassafras Road, Weston, 5343 US Highway Route 19, Jane Lew, 5595 US Highway Route 19 North, Jane Lew, 96 Broad Run Road, Jane Lew, and 489 Homewood Road, Weston. *(action required)*
30. **Safe Sites and Structures Committee:** Gary Morris submits orders for the property located at 734 Craig Street, Weston for consideration. *(action required)*
31. **Safe Sites and Structures Committee:** Gary Morris submits orders for the property located at 71 Keener Street, Weston for consideration. *(action required)*
32. **Time Sheets/Annual or Sick Leave Requests:** Tina Helmick Time Sheet, Tina Helmick Leave Request, Sherry Rogers Leave Request *(action required)*

ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:

33. **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)*
34. **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)*
35. **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)*
36. **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:

37. **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

No Additional Meetings Scheduled

March 11, 2025	Work Session for Fiscal Year 2026 Budget	1:30pm
March 13, 2025	Work Session for Fiscal Year 2026 Budget	10:00am
March 18, 2025	Work Session for Fiscal Year 2026 Budget	1:30pm
March 20, 2025	Work Session for Fiscal Year 2026 Budget	10:00am



Hacker's Creek Pioneer Descendants, Inc.
45 Abbott's Run Road Horner, WV 26372-0056

Phone: 304-269-7091
<http://www.hackerscreek.org>

Gateway to the Past

Email
hcpd@hackerscreek.org

February 10, 2025

Dear Lewis County Commissioners:

I'm writing on behalf of the Hacker's Pioneers Descendants and the Genealogy/History Library to request an appropriation from your FY26 budget for the funding of the library's ongoing mission.

As you are aware, the HCPD operates the historic library in the old Horner School in Horner, WV. This site serves as a regional and statewide hub for genealogy research. The library sees over 1000 visitors each year from all over the state and country and has over 400 members. These paid memberships help support the library but are not nearly enough. Through the efforts of its volunteer board and other members, the library hosts many fundraisers each year to support its mission and provide the needed finances to continue in operation and support a paid, part time director to oversee the office, update the website, and keep the building in operation. Like everything else, the increased costs due to inflation have put a strain on the library and our endowment is in danger of depletion if other funds are not secured to support the operation.

It was suggested that we seek funding from our local governments to help fund the basic operation of the library. In the past year, HCPD has spent over \$13,000 on the gas, water/sewer, electric, pest control, garbage and insurance. We'd like to request \$10,000 from the LC Commission in support of those ongoing costs. We will be approaching Weston town council and Jane Lew town council, for \$2500 and \$500 respectively in support of these costs.

If you could kindly allocate funds for these costs, it would ensure the library's continued operation.

We do not take this request lightly and will make ourselves available for any questions you may have. We appreciate your consideration of our request.

Sincerely,

Doris Dean, President of the Board of Directors

Patty Lesondak, Executive Director of HCPD

Upshur County Commission Meeting Agenda

Agenda packets are available electronically at 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: February 27, 2025
- 9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance
Approval of Minutes:
• February 20, 2025
- 9:15 a.m. Cheyenne Troxell, 18th Judicial Circuit Community Corrections Program Director -- Program overview and upcoming projects.
- 9:45 a.m. Dawn Onesto, Disaster Program Manager, American Red Cross of Allegheny Highlands -- Presentation of American Red Cross Month Proclamation and request for funding in the amount of \$2,000.
- 10:00 a.m. Lisa Gum, Chairperson for the Buckhannon River Watershed Association -- Providing an update on the Buckhannon-Tygart Valley River Water Trail.

Items for Discussion / Action / Approval:

1. Review and signature of correspondence from Samantha Woods, Deputy State Auditor Chief Inspector Division for the West Virginia State Auditor's Office, confirming understanding of the terms of the alternative compliance examination engagement and the services to be provided to the Upshur County Commission. The objective is to examine compliance of the Coronavirus State and Local Fiscal Recovery Funds during the year ended June 30, 2024. The fee for the service will be \$3,300. *
2. Approve the purchase a 2023 Jeep Grand Cherokee from Community Corrections in the amount of \$20,240 from home confinement funds. *
3. Approval of Request for Bids and Minimum Specifications for one full size half-ton truck to be utilized in the Lewis-Upshur Community Corrections Offices. Sealed proposals must be received no later than 4:00 p.m. on March 26, 2025 at the Office of the Upshur County Commission located at 91 West Main Street, Suite 101. Bids received by the deadline will be publicly opened, reviewed and read aloud by the Commission at 9:30 a.m. on Thursday, March 27, 2025. *
4. Correspondence from Beth Post, President of the Fred Brooks Garden Club, requesting financial assistance in the amount of \$600 to be used to purchase approximately sixty-two geraniums for the flowerbeds in front of the Courthouse. *
5. Review and sign a Partnership Agreement with Best Friends Animal Society on behalf of the Lewis-Upshur Animal Control Facility. Best Friends Animal Society will offer training, funding and support for programming with the goal to increase Lewis-Upshur's save rate to above 90%. These support services are offered at no cost to the facility. *

6. Approval and signature of the FY 26 West Virginia Community Corrections Grant Program Application requesting the amount of \$767,499 in state funds to be used to cover personnel and equipment expenses. *
7. Review and approve the Upshur County Commission's Notice of Cancelled Meetings for March through August 2025. *
8. Consider the reappointment of Donna Matthews to serve on the Upshur County Fire Board. This will be her second term, commencing from July 1, 2025 through June 30, 2028. *
9. Approval of Lewis-Upshur Animal Control Facility volunteer, Catherine Moore. *

[Under separate cover](#)
10. 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. Notice from the City of Buckhannon for a Cemetery Annual Spring Clean-up, scheduled for March 24 through March 28, 2025.
2. Letter from the AmeriCorps Senior Foster Grandparent Director for United Way Central WV sharing the impact of their programs and requesting continued support for their efforts.
3. Upshur County Sheriff's Financial Statement for period ending January 31, 2025.
4. Upshur County E911 Communication Reports – January, 2025.

[Under separate cover](#)

 - Monthly Department Summary Report
 - Monthly Wrecker Report
 - YTD Wrecker Report
5. Upshur County Mileage reports – January, 2025
 - Addressing and Mapping
 - Dog Pound
 - Emergency Management
 - Maintenance
 - Parks & Recreation
 - Sheriff
 - Upshur 911
6. Public Notices:
 - a) Newsletters and/or Event Notifications:
 - None
 - b) Agendas and/or Notice of Meetings:
 - Wes-Mon-Ty Resource Conservation and Development February 18, 2025
 - 18th Judicial Circuit Community Corrections February 25, 2025
 - Council of the City of Buckhannon
 - Special Working Session #1 February 24, 2025
 - Special Working Session #2 February 28, 2025
 - Special Meeting Agenda March 3, 2025
 - Regular Meeting date of March 6, 2025 has been rescheduled to March 4, 2025.

c) Meeting Minutes:

- | | |
|--|------------------|
| • Adrian Public Service District | January 3, 2025 |
| • Upshur County Parks and Recreation | January 21, 2024 |
| • Wes-Mon-Ty Resource Conservation and Development | January 28, 2025 |
| • Upshur County Fire Board Special Meeting | January 28, 2025 |

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

www.upshurcounty.org -- Upcoming events are listed on the main page.

7. Appointments Needed or Upcoming:

- Farmland Protection Board – Tygart Valley Conservation Representative

****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. 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. ****

8. Budget Hearing Schedule

The Commission will hold budget hearings at the Upshur County Administrative Annex, unless otherwise noted, on the following dates. For a detailed list of meetings, please contact Tabatha Perry at tperry@upshurcounty.org.

- Monday, March 10th beginning at 8:15 a.m. – Commission Meeting Room, Courthouse Annex
- Tuesday, March 11th beginning at 8:15 a.m.
- Wednesday, March 12th beginning at 9:00 a.m.
- Thursday, March 13th beginning at 10:00 a.m. – Commission Meeting Room, Courthouse Annex

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

Tabled Items

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

Tabled 8-1-2024: Review a Resolution from the Upshur County Fire Board requesting the Upshur County Commission to consider an increase in the Fire Protection Service Fees by the next ballot referendum, as provided in WV Senate Bill 872. Consider taking action, per W.Va. Code §7-17-12(c)(2).

Next Regular Meeting of the Upshur County Commission
March 13, 2025 --- 9:00 a.m.
Upshur County Courthouse Annex
The Commission Meeting scheduled March 6, 2025 has been cancelled.

Jane Lew Public Service District

70 Park Avenue

Jane Lew, WV 26378

Regular Meeting

February 13, 2025 4:00 PM

~~ Public Board Meeting Agenda ~~

- I. Call to Order (Gee)
- II. Guest: Ray Smith-Lewis County Economic Development

~~ ROUTINE MONTHLY BUSINESS ~~

- III. Minutes (01/09/25)
- IV. General Manager's January Reports (Snow-McKisic)
 - A. WATER:
 - 1. Water Bills
 - 2. Water Treasury Report
 - 3. Water Adjustments Report
 - 4. Water Purchase, Sales & Loss Report
 - 5. Water Preventive Maintenance Report (*Preventing unplanned breakdowns*)
 - 6. Water Repairs Report (*fixing unplanned breakdowns*)
 - 7. Leak Detection Report (*finding and fixing leaks*)
 - 8. Cross Connections/Backflow Report
 - 9. New Taps (non-project)
 - 10. Other
 - B. WASTEWATER:
 - 1. Wastewater Bills
 - 2. Wastewater Treasury Report
 - 3. Wastewater Adjustments Report
 - 4. Wastewater Treatment Purchase, Sales & Loss Report
 - 5. Wastewater Preventive Maintenance Report (*Preventing unplanned breakdowns*)
 - 6. Wastewater Repairs Report (*fixing unplanned breakdowns*)
 - 7. New Taps (non-project)
 - 8. Other
- V. PSD Policies and Job Descriptions (Snow-McKisic)
- VI. Personnel (Snow-McKisic)
- VII. Announcements (Snow-McKisic or board)
- VIII. Correspondence (Snow-McKisic)

~~ OLD BUSINESS ~~

- IX. Update on the Postal Service Issue (Snow-McKisic)

~~ NEW BUSINESS ~~

- X. Late-Received Agenda Items (Snow-McKisic)
- XI. Adjournment

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											83
	10-28	32	30											62
	III & CIB	20	19											39
	OTHER	23	37											60
	DVP	12	16											28
WESTON PD	10-27	20	16											36
	10-28	13	12											25
	III & CIB	10	5											15
	OTHER	5	10											15
	DVP	0	5											5
WVSP	10-27	10	8											18
	10-28	0	5											5
	III & CIB	2	3											5
	OTHER	0	0											0
	DVP	5	5											10
NRP	10-27	3	7											10
	10-28	1	4											5
	III & CIB	0	0											0
	OTHER	0	0											0
	DVP	0	3											3
PROSECUTOR	10-27	0	0											0
	10-28	0	0											0
	III & CIB	4	14											18
	OTHER	0	3											3
	DVP	0	0											0
PROBATION	10-27	0	0											0
	10-28	0	0											0
	III & CIB	0	4											4
	OTHER	2	0											2
	DVP	0	1											1
SWJS PARK	10-27	0	0											0
	10-28	0	0											0
	III & CIB	0	0											0
	OTHER	0	0											0
	DVP	0	0											0
FAMILY COURT	III & CIB	0	0											0
DAY REPORT	10-27	0	11											11
	10-28	0	0											0
	III & CIB	0	0											0
	OTHER	0	0											0
	DVP	0	0											0
													TOTAL TRANSACTIONS	463

2025

LEWIS-GILMER E-911 TELETYPE REPORT

GILMER		JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JULY.	AUG.	SEP.	OCT.	NOV.	DEC.	TOTAL
GC SHERIFF	10-27	21	20											41
	10-28	18	20											38
	III & CIB	27	25											52
	OTHER	6	1											7
	DVP/WAR	5	14											19
GLENVILLE PD	10-27	8	11											19
	10-28	2	9											11
	III & CIB	0	2											2
	OTHER	0	0											0
	DVP/WAR	1	1											2
WVSP	10-27	0	1											1
	10-28	0	0											0
	III & CIB	0	0											0
	OTHER	0	0											0
	DVP/WAR	0	0											0
NRP	10-27	0	0											0
	10-28	0	0											0
	III & CIB	0	0											0
	OTHER	0	0											0
	DVP/WAR	0	0											0
PROSECUTOR	10-27	0	0											0
	10-28	0	0											0
	III & CIB	0	0											0
	OTHER	0	0											0
	DVP/WAR	0	0											0
GSU PD	10-27	0	0											0
	10-28	0	0											0
	III & CIB	0	0											0
	OTHER	0	0											0
	DVP/WAR	0	0											0
													Total Transactions	192



Patrick Morrissey
Governor of West Virginia

February 24, 2025

The Honorable Bobby Stewart
President
Lewis County Commission
110 Center Avenue
Weston, West Virginia 26452

Dear Commissioner Stewart:

I am pleased to inform you that I have approved a Justice Assistant Grant (JAG) Program award to the Lewis County Commission in the amount of \$15,000. Funds will be used to employ one or more Prevention Resource Officers (PROs) to act as mentors, role models, and advocates for students in West Virginia schools.

Please let me know if our Justice & Community Services staff or I can be of further assistance.

Sincerely,

A handwritten signature in blue ink that reads "PATRICK MORRISSEY".

Patrick Morrissey
Governor

JJ/mah

Cc: Tina J. Helmick, Project Director
Rebecca Carder, Fiscal Officer



GST-WV Division
2000 Green River Dr. Suite 100
Fairmont, WV 26554

Date: 2/18/25

Quote: 10237

Customer: Lewis County Commission

ITEM	DESCRIPTION	#	PRICE EACH	TOTALS
Hard Drive	Seagate 22TB IronWolf Pro 3.5" Internal NAS Drive	2	\$479.99	\$959.98
Network Appliance	Synology DiskStation DS423+ 4-Bay NAS	1	\$599.99	\$599.99

Subtotal	\$1,559.97
Shipping	\$0.00
Sales Tax	\$0.00
Total	\$1,559.97

If there are any questions or comments please feel free to contact me. Please scan to email (or fax) the first page only **with signature** if you would like to purchase. For quotes under \$1000.00, you may also call or e-mail approval to purchase.

DO NOT PAY FROM THIS QUOTATION - YOU WILL BE INVOICED UPON RECEIPT AND INSTALLATION OF EQUIPMENT AND/OR SERVICES.

This quote expires on 3/20/25. If quote is expired, please call or e-mail prior to approving.

Thanks,

Matt Freier
Office Phone: (304) 368-6253
Fax: (304) 534-3296
E-mail: matt@gst.com

Customer Purchase Approval Signature: _____ Date: _____



GST-WV Division
2000 Green River Dr. Suite 100
Fairmont, WV 26554

Date: 2/18/25

Quote: 10235

Customer: Lewis Assessor

ITEM	DESCRIPTION	#	PRICE EACH	TOTALS
Server	Dell PowerEdge T360 Server See Additional Details on Next Page	1	\$4,913.88	\$4,913.88
Subtotal				\$4,913.88
Shipping				\$0.00
Sales Tax				\$0.00
Total				\$4,913.88

If there are any questions or comments please feel free to contact me. Please scan to email (or fax) the first page only **with signature** if you would like to purchase. For quotes under \$1000.00, you may also call or e-mail approval to purchase.

DO NOT PAY FROM THIS QUOTATION - YOU WILL BE INVOICED UPON RECEIPT AND INSTALLATION OF EQUIPMENT AND/OR SERVICES.

This quote expires on 3/20/25. If quote is expired, please call or e-mail prior to approving.

Thanks,

Matt Freier
Office Phone: (304) 368-6253
Fax: (304) 534-3296
E-mail: matt@gst.com

Customer Purchase Approval Signature: _____ Date: _____

PowerEdge T360 Server	210-BJTT	
-	1	-
Trusted Platform Module 2.0 V3	461-AAIG	
-	1	-
3.5" Chassis with up to 8 Hot Plug Hard Drives and AIC PERC 11, hot-plug PSU		321-BKHS
-	1	-
Intel Xeon E-2468 2.6G, 8C/16T, 24M Cache, Turbo, HT (65W) DDR5		338-CMQZ
-	1	-
Heatsink for 80W or less CPU	412-BBHG	
-	1	-
Performance Optimized	370-AAIP	
-	1	-
5600MT/s UDIMMs	370-BCBM	
-	1	-
RAID 5	780-BCDP	
-	1	-
PERC H755 Adapter Full Height	405-AAZD	
-	1	-
Power Saving BIOS Settings	384-BBBH	
-	1	-
No Energy Star	387-BBEY	
-	1	-
UEFI BIOS Boot Mode with GPT Partition	800-BBDM	
-	1	-
Dual, (1+1) Redundant, Hot-Plug Power Supply, 600W MM (100-240Vac)		450-AMDH
-	1	-
PowerEdge T360 Motherboard with Broadcom 5720 Dual Port 1Gb On-Board LOM, MX		329-BJTJ
-	1	-
Luggage tag, PowerEdge T360	321-BKHT	
-	1	-
Pushpin,DELL	321-BKHY	
-	1	-
Security Bezel	325-BFMB	
-	1	-
BOSS Blank	470-AFBV	
-	1	-
Windows Server 2025 Standard,16CORE,FI,No Med,No CAL, Multi Language		634-CVGB
-	1	-
Windows Server 2025 Standard,16CORE,DF Recovery Image, Multi Lang. (Downgrade not included)		528-DHTW
-	1	-
Dell Connectivity Client - Disabled	379-BFXT	
-	1	-
Dell Connectivity Module	634-CYDF	
-	1	-
iDRAC9, Enterprise 16G	528-CTIC	
-	1	-
iDRAC,Factory Generated Password, No OMQR	379-BCRG	
-	1	-
iDRAC Service Module (ISM), NOT Installed	379-BCQX	

-	1	-	iDRAC Group Manager, Disabled	379-BCQY	
-	1	-	No Internal Optical Drive	429-BBBS	
-	1	-	No Systems Documentation, No OpenManage DVD Kit		631-AACK
-	1	-	PowerEdge T360 Shipping	340-DNCV	
-	1	-	PowerEdge T350 and T360 Shipping Material		340-CWVT
-	1	-	PowerEdge T360 CCC Marking, No CE or BIS Marking		389-FFMK
-	1	-	Dell Hardware Limited Warranty Plus Onsite Service		707-7197
-	1	-	Basic Hardware Services Business Hours 5X10 Next Business Day Onsite Hardware Warranty Repair 1 Year		707-7205
-	1	-	On-Site Installation Declined	900-9997	
-	1	-	16GB UDIMM, 5600MT/s ECC	370-BBZG	
-	2	-	2.4TB Hard Drive SAS ISE 12Gbps 10K 512e 2.5in with 3.5in HYB CARR Hot-Plug		161-BCCG
-	3	-	Power Cord - C13, 3M, 125V, 15A (North America, Guam, North Marianas, Philippines, Samoa, Vietnam)		450-AALV
-	2	-	10-pack of Windows Server 2025/2022 User CALs (Standard or Datacenter)		634-CVBS
-	1	-			

OATH OF OFFICE AND CERTIFICATE

STATE OF WEST VIRGINIA

COUNTY OF LEWIS, TO-WIT:

*I, **Rebecca Carder** 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*

INTERIM LEWIS COUNTY CLERK

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

(Signature of affiant) _____

Subscribed and sworn to before me, in said County and State, this the 11th day of March, 2025.

*President
Lewis County Commission*

Attest: _____
*Cynthia S. Rowan, Clerk
Lewis County Commission*

Seal



LEWIS COUNTY SHERIFF'S DEPARTMENT

STATE OF WEST VIRGINIA

MICKEY E. METZ, SHERIFF



Tax Department
Phone: (304) 269-8222
Fax: (304) 269-8698

Law Enforcement
Phone: (304) 269-8251
Fax: (304) 269-2644

March 5, 2025

Dear Commissioners,

I request permission to post and advertise the vacant full-time position of Tax Deputy in the Lewis County Tax Office. This posting and advertisement will run for two weeks as required by Lewis County Commission Policy.

Sincerely,

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

Mickey E. Metz
Sheriff of Lewis County

110 Center Avenue
Weston, WV 26452



Lewis County Sheriff's Department
State of West Virginia
M.E. Metz, Sheriff



Tax Department

Phone: (304) 269-8222
Fax: (304) 269-8698

Law Enforcement

Phone: (304) 269-8251
Fax: (304) 269-2644

March 3, 2025

Lewis County Commission
110 Center Avenue
Weston, WV 26452

Dear Honorable Lewis County Commission,

I respectfully request, advise, and consent to hire former deputy Dakota Shipman as a parttime Deputy. I would request that his employment begin March 15, 2025 or April 1, 2025

Thank you in advance for your consideration.

Sincerely,

Mickey E. Metz, Sheriff

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

117 Court Avenue Room 104
Weston, WV 26452



AIA® Document G704® – 2017

Certificate of Substantial Completion

PROJECT: <i>(name and address)</i> Lewis-Gilmer 911 476 US Route 19 North Weston, WV 26452	CONTRACT INFORMATION: Contract For: General Construction Date: 03-28-2023	CERTIFICATE INFORMATION: Certificate Number: 001 Date: 02-04-2025
OWNER: <i>(name and address)</i> County Commission of Lewis County 110 Center Avenue Weston, WV 26452	ARCHITECT: <i>(name and address)</i> Silling Associates, Inc. 405 Capitol Street, Upper Atrium Charleston, WV 25301	CONTRACTOR: <i>(name and address)</i> Danhill Construction Company PO Box 685 Gauley Bridge WV 25085

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate. *(Identify the Work, or portion thereof, that is substantially complete.)*

ARCHITECT *(Signature)*

BY: Jeremy Jones, AIA - Silling Associates, Inc.
(Printed name, title, and license number if required)

2.4.25
Date Of Substantial Completion

WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:
(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:
(Identify the list of Work to be completed or corrected.)

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within 30 days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$ 200,000.00

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:
(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

CONTRACTOR *(Signature)*

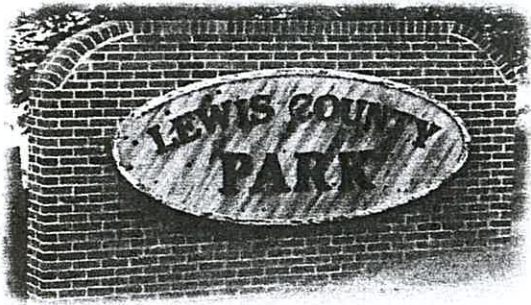
Robert D. Hill, President
BY: Danhill Construction
(Printed name and title)

2/25/2025
Date

OWNER *(Signature)*

BY: Lewis County Commission
(Printed name and title)

Date



Lewis County Park

P.O. Box 885 • 257 Smith Run Road • Weston, West Virginia 26452

Phone (304) 269-6599

February 24, 2025

Lewis County Commission
110 Center Ave
Weston, WV 26452

This is a request to reappoint the following to the Lewis County Park and Recreation Board:

Jeremiah McCourt

Gene Edwards

The current Park Board members concur these would be excellent reappointments.

Respectfully submitted,

Gene H Edwards, President



Lewis County Park

P.O. Box 885 • 257 Smith Run Road • Weston, West Virginia 26452

Phone (304) 269-6599

February 24, 2025

Lewis County Commission
110 Center Ave
Weston, WV 26452

This is a request to appoint Brianne Warner to the Lewis County Park and Recreation Board to replace Ashley Cayton who requested not to be reappointed.

The current Park Board members concur Brianne Warner would be an excellent appointment.

Respectfully submitted,

Gene H Edwards, President

From: Tina Helmick
Sent: Friday, February 28, 2025 8:34 AM
To: jhinchman lewiscountywv.org
Cc: srogers lewiscountywv.org
Subject: RE: Items to be auctioned or scrapped
Attachments: IMG20250227124737.jpg; IMG20250227125006.jpg; IMG20250227124957.jpg

Josh,

I am going to have Sherry list these items on the March 11th agenda, declaring them as surplusalthough I wont need measurement details or a description of the mower condition, etc. for the agenda, I will need that when we list these items.

From: jhinchman lewiscountywv.org <jhinchman@lewiscountywv.org>
Sent: Thursday, February 27, 2025 2:54 PM
To: Tina Helmick <thelmick@lewiscountywv.org>
Subject: Items to be auctioned or scrapped

We have an old mower that was used to tow a small trailer for trash. We no longer use it, and it hardly runs. I would like to get rid of it. Also, the current mini golf/storage shed will need to be moved by sometime next month. I cannot think of a feasible location in the park to move it to that would not look cluttered. Let me know if the county has any use for it or if that is something that could also be auctioned off.

Get [Outlook for Android](#)

From: jhinchman lewiscountywv.org
Sent: Monday, March 3, 2025 3:47 PM
To: Tina Helmick; srogers lewiscountywv.org
Cc: rcarder lewiscountywv.org
Subject: Request to hire

Lewis County Park Request to hire with a starting date of March 17, 2023.
Daniel Messenger for season maintenance working up to 20 hours a week at \$12.50 and hour.
Gary Rowan for season maintenance working up to 40 hours a week at \$12.00 an hour.

Joshua Hinchman
Director
Lewis Co Park
304-269-6599

BEFORE THE COUNTY COMMISSION OF LEWIS COUNTY, WEST VIRGINIA
Complaint on Citation of the Lewis County Safe Sites and Structures Committee
March __, 2025

To: Larry Bean, II
132 Kimberly Lane
Jane Lew, WV, 26378

Via Personal Service

Pursuant to West Virginia Code 7-1-3(ff), you are hereby put on Notice of the Complaint reflecting the action and citation of the above mentioned Committee, as set forth below (a copy of the entire citation is attached hereto) and, that unless you file with the Clerk of the Lewis County Commission a written request for a hearing within ten (10) days of the receipt of this complaint, an order will be issued by the county commission implementing the recommendations of the enforcement agency, set forth as follows:

“Comes now Steven Money Penny, the designated technically qualified county employee, and issues this citation, at the direction of said enforcement agency, which, after first investigating and determining that the following described property, being Parcel 55, Tax Map 5, situate in the unincorporated portion of Hackers Creek District, Lewis County, West Virginia, being described in a deed to Larry Bean, II, said deed recorded in Deed Book 634, at page 569, which describes said property as Lot 11 Jackson Acres Section 1, said property address of 132 Kimberly Lane, Jane Lew, WV, 26378, said property contains structures (dwelling and buildings) wherein an accumulation of refuse and debris has occurred, which is unsafe, unsanitary, dangerous and is detrimental to the public safety and welfare and should be vacated, removed, cleaned and demolished, said property being described above, and which said property has received a scoring of 100.”

Should the commission find merit to this complaint you may be ordered to remedy the condition of the property and, if you fail to do so, the real property can be cleaned up by Order of the County Commission, and may be subjected to a lien or sale for enforcement of the lien.

STATE OF WEST VIRGINIA,
COUNTY OF LEWIS, to wit:

I, Cynthia S. Rowan, Clerk of the Lewis County Commission, do hereby certify that the foregoing writing was this day examined and confirmed by said Commission, there having been no exceptions or objections filed thereto.

Given under my hand this _____ day of March, 2025.

Cynthia S. Rowan
Clerk of the Lewis County Commission

BEFORE THE COUNTY COMMISSION OF LEWIS COUNTY, WEST VIRGINIA
Complaint on Citation of the Lewis County Safe Sites and Structures Committee
March __, 2025

To: Rebecca Collins
741 ½ Lynn Avenue
Weston, WV, 26452

Via Personal Service

Pursuant to West Virginia Code 7-1-3(ff), you are hereby put on Notice of the Complaint reflecting the action and citation of the above mentioned Committee, as set forth below (a copy of the entire citation is attached hereto) and, that unless you file with the Clerk of the Lewis County Commission a written request for a hearing within ten (10) days of the receipt of this complaint, an order will be issued by the county commission implementing the recommendations of the enforcement agency, set forth as follows:

“Comes now Steven Moneypenny, the designated technically qualified county employee, and issues this citation, at the direction of said enforcement agency, which, after first investigating and determining that the following described property, being Parcel 15, Tax Map 14, situate in the unincorporated portion of Hackers Creek District, Lewis County, West Virginia, being described in a deed to Rebecca Collins said deed recorded in Deed Book 637, at page 827, which describes said property as Lot 35 McGary Addition 3, said property address of 741 ½ Lynn Avenue, Weston, WV, 26452, said property contains structures (dwelling and buildings) wherein an accumulation of refuse and debris has occurred, which is unsafe, unsanitary, dangerous and is detrimental to the public safety and welfare and should be vacated, removed, cleaned and demolished, said property being described above, and which said property has received a scoring of 76.”

Should the commission find merit to this complaint you may be ordered to remedy the condition of the property and, if you fail to do so, the real property can be cleaned up by Order of the County Commission, and may be subjected to a lien or sale for enforcement of the lien.

STATE OF WEST VIRGINIA,
COUNTY OF LEWIS, to wit:

I, Cynthia S. Rowan, Clerk of the Lewis County Commission, do hereby certify that the foregoing writing was this day examined and confirmed by said Commission, there having been no exceptions or objections filed thereto.

Given under my hand this _____ day of March, 2025.

Cynthia S. Rowan
Clerk of the Lewis County Commission

BEFORE THE COUNTY COMMISSION OF LEWIS COUNTY, WEST VIRGINIA
Complaint on Citation of the Lewis County Safe Sites and Structures Committee
March __, 2025

To: Mr. And Mrs. Kamal Nizami
411 Berlin Road
Weston, WV, 26452

Via Personal Service

Pursuant to West Virginia Code 7-1-3(ff), you are hereby put on Notice of the Complaint reflecting the action and citation of the above mentioned Committee, as set forth below (a copy of the entire citation is attached hereto) and, that unless you file with the Clerk of the Lewis County Commission a written request for a hearing within ten (10) days of the receipt of this complaint, an order will be issued by the county commission implementing the recommendations of the enforcement agency, set forth as follows:

“Comes now Steven Moneypenny, the designated technically qualified county employee, and issues this citation, at the direction of said enforcement agency, which, after first investigating and determining that the following described property, being Parcel 35, Tax Map 2, situate in the unincorporated portion of Hackers Creek District, Lewis County, West Virginia, being described in a deed to Kamal Nizami, et, ux, said deed recorded in Deed Book 422, at page 633, which describes said property as Part of Lots 135 through 139 McGuire Park Addition, said property address of 411 Berlin Road, Weston, WV, 26452, said property contains structures (dwelling and buildings) wherein an accumulation of refuse and debris has occurred, which is unsafe, unsanitary, dangerous and is detrimental to the public safety and welfare and should be vacated, removed, cleaned and demolished, said property being described above, and which said property has received a scoring of 65.”

Should the commission find merit to this complaint you may be ordered to remedy the condition of the property and, if you fail to do so, the real property can be cleaned up by Order of the County Commission, and may be subjected to a lien or sale for enforcement of the lien.

STATE OF WEST VIRGINIA,
COUNTY OF LEWIS, to wit:

I, Cynthia S. Rowan, Clerk of the Lewis County Commission, do hereby certify that the foregoing writing was this day examined and confirmed by said Commission, there having been no exceptions or objections filed thereto.

Given under my hand this _____ day of March, 2025.

Cynthia S. Rowan
Clerk of the Lewis County Commission

BEFORE THE COUNTY COMMISSION OF LEWIS COUNTY, WEST VIRGINIA
Complaint on Citation of the Lewis County Safe Sites and Structures Committee
March __, 2025

To: Mr. And Mrs. Charles Charlton
123 Dempsey Lane
Flemington, WV, 26347

Via Certified Mail Service

Pursuant to West Virginia Code 7-1-3(ff), you are hereby put on Notice of the Complaint reflecting the action and citation of the above mentioned Committee, as set forth below (a copy of the entire citation is attached hereto) and, that unless you file with the Clerk of the Lewis County Commission a written request for a hearing within ten (10) days of the receipt of this complaint, an order will be issued by the county commission implementing the recommendations of the enforcement agency, set forth as follows:

“Comes now Steven Moneypenny, the designated technically qualified county employee, and issues this citation, at the direction of said enforcement agency, which, after first investigating and determining that the following described property, being Parcel 39.2 , Tax Map 8E, situate in the unincorporated portion of Hackers Creek District, Lewis County, West Virginia, being described in a deed to Charles Charlton, et, ux, said deed recorded in Deed Book 571, at page 503, which describes said property as 1.446 Acres, Life Run, said property address of 96 B Brown Road, Weston, WV, 26452, said property contains structures (dwelling and buildings) wherein an accumulation of refuse and debris has occurred, which is unsafe, unsanitary, dangerous and is detrimental to the public safety and welfare and should be vacated, removed, cleaned and demolished, said property being described above, and which said property has received a scoring of 76.”

Should the commission find merit to this complaint you may be ordered to remedy the condition of the property and, if you fail to do so, the real property can be cleaned up by Order of the County Commission, and may be subjected to a lien or sale for enforcement of the lien.

STATE OF WEST VIRGINIA,
COUNTY OF LEWIS, to wit:

I, Cynthia S. Rowan, Clerk of the Lewis County Commission, do hereby certify that the foregoing writing was this day examined and confirmed by said Commission, there having been no exceptions or objections filed thereto.

Given under my hand this _____ day of March, 2025.

Cynthia S. Rowan
Clerk of the Lewis County Commission

BEFORE THE COUNTY COMMISSION OF LEWIS COUNTY, WEST VIRGINIA
Complaint on Citation of the Lewis County Safe Sites and Structures Committee
March __, 2025

To: Sunshine State Investment Group, LLC
P. O. Box 346
Williamstown, WV 26187

James Fraley, Jr.
1774 Piggin Run Road
West Union, WV 26456 and

West Virginia State Auditor
State Capital Complex
Charleston, WV 25305

All Via Certified Mail

Pursuant to West Virginia Code 7-1-3(ff), you are hereby put on Notice of the Complaint reflecting the action and citation of the above mentioned Committee, as set forth below (a copy of the entire citation is attached hereto) and, that unless you file with the Clerk of the Lewis County Commission a written request for a hearing within ten (10) days of the receipt of this complaint, an order will be issued by the county commission implementing the recommendations of the enforcement agency, set forth as follows:

“Comes now Steven Money Penny, the designated technically qualified county employee, and issues this citation, at the direction of said enforcement agency, which, after first investigating and determining that the following described property, being Parcel 28 , Tax Map 1G, situate in the unincorporated portion of Freemans Creek District, Lewis County, West Virginia, being described in a deed to Sunshine State Investment Grou, said deed recorded in Deed Book 811, at page 746, (1/3 interest) which describes said property as .5 Acres, (parsonage) Leading Creek, said property address of 13687 U S HWY 33W, Alum Bridge, WV, 26321, the West Virginia State Auditor currently has been certified with a 2/3 interest in said property owned by James Fraley, Jr., of 1774 Piggin Run Road, West Union, WV 26456, due to unpaid 2021 taxes, Fraley acquired his interest in Inventory Book 183, at page 224, and by the Will of J. B. Summers, Jr., of record in Will Book 44, at page 639, and Summers and Lois Summers acquired title by deed dated February 22, 1974, recorded in Deed Book 333, at page 466, and said property contains structures (dwelling and buildings) wherein an accumulation of refuse and debris has occurred, which is unsafe, unsanitary, dangerous and is detrimental to the public safety and welfare and should be vacated, removed, cleaned and demolished, said property being described above, and which said property has received a scoring of 80.”

Should the commission find merit to this complaint you may be ordered to remedy the condition of the property and, if you fail to do so, the real property can be cleaned up by Order of the County Commission, and may be subjected to a lien or sale for enforcement of the lien.

STATE OF WEST VIRGINIA,
COUNTY OF LEWIS, to wit:

I, Cynthia S. Rowan, Clerk of the Lewis County Commission, do hereby certify that the foregoing writing was this day examined and confirmed by said Commission, there having been no exceptions or objections filed thereto.

Given under my hand this _____ day of March, 2025.

Cynthia S. Rowan
Clerk of the Lewis County Commission

BEFORE THE COUNTY COMMISSION OF LEWIS COUNTY, WEST VIRGINIA
Complaint on Citation of the Lewis County Safe Sites and Structures Committee
March __, 2025

To: Montana Sky, LLC
P. O. Box 346
Williamstown, WV 26187

Via Certified Mail

Pursuant to West Virginia Code 7-1-3(ff), you are hereby put on Notice of the Complaint reflecting the action and citation of the above mentioned Committee, as set forth below (a copy of the entire citation is attached hereto) and, that unless you file with the Clerk of the Lewis County Commission a written request for a hearing within ten (10) days of the receipt of this complaint, an order will be issued by the county commission implementing the recommendations of the enforcement agency, set forth as follows:

“Comes now Steven Money Penny, the designated technically qualified county employee, and issues this citation, at the direction of said enforcement agency, which, after first investigating and determining that the following described property, being Parcel 27, Tax Map 1G, situate in the unincorporated portion of Freemans Creek District, Lewis County, West Virginia, being described in a deed to Montana Sky, LLC, said deed recorded in Deed Book 812, at page 307, which describes said property as .25 Acres, Leading Creek, said property address of 13669 U S HWY 33W, Alum Bridge, WV, 26321, said property contains structures (dwelling and buildings) wherein an accumulation of refuse and debris has occurred, which is unsafe, unsanitary, dangerous and is detrimental to the public safety and welfare and should be vacated, removed, cleaned and demolished, said property being described above, and which said property has received a scoring of 80.”

Should the commission find merit to this complaint you may be ordered to remedy the condition of the property and, if you fail to do so, the real property can be cleaned up by Order of the County Commission, and may be subjected to a lien or sale for enforcement of the lien.

STATE OF WEST VIRGINIA,
COUNTY OF LEWIS, to wit:

I, Cynthia S. Rowan, Clerk of the Lewis County Commission, do hereby certify that the foregoing writing was this day examined and confirmed by said Commission, there having been no exceptions or objections filed thereto.

Given under my hand this _____ day of March, 2025.

Cynthia S. Rowan
Clerk of the Lewis County Commission

BEFORE THE COUNTY COMMISSION OF LEWIS COUNTY, WEST VIRGINIA

ORDER on Complaint on Citation of the Lewis County Safe Sites and Structures Committee
March __, 2025

To: Volusia Ventures, LLC
P. O. Box 346
Williamstown, WV, 26187

Via Certified Mail

Whereas, pursuant to West Virginia Code 7-1-3(ff), you were put on Notice of the Complaint reflecting the action and citation of the above mentioned Committee, as set forth below (a copy of the entire citation is attached hereto) and, that you did not file with the Clerk of the Lewis County Commission a written request for a hearing within ten (10) days of the receipt of this complaint, the following order is hereby issued by the county commission implementing the recommendations of the enforcement agency, set forth as follows:

“Comes now Steven Moneypenney, the designated technically qualified county employee, and issues this citation, at the direction of said enforcement agency, which, after first investigating and determining that the following described property, being Parcel 64, Tax Map 11, situate in the unincorporated portion of Freemanss Creek District, Lewis County, West Virginia, being described in a deed to VOLUSIA VENTURES, LLC, said deed recorded in Deed Book 785, at page 339, which describes said property as Lot 128 Kunst Addition, and by metes and bounds, said property address of 734 Craig St., Weston, WV, 26452, said property contains structures (dwelling and buildings) wherein an accumulation of refuse and debris has occurred, which is unsafe, unsanitary, dangerous and is detrimental to the public safety and welfare and should be vacated, removed, cleaned and demolished, said property being described above, and which said property has received a scoring of 66.”

The commission having found merit to this complaint you are hereby ORDERED to remedy the condition of the property and, if you fail to do so, the real property can be cleaned up by Order of the County Commission, and may be subjected to a lien or sale for enforcement of the lien. You must comply with this Order within _____ days from the date hereof.

STATE OF WEST VIRGINIA,
COUNTY OF LEWIS, to wit:

I, Cynthia S. Rowan, Clerk of the Lewis County Commission, do hereby certify that the foregoing writing was this day examined and confirmed by said Commission, there having been no exceptions or objections filed thereto.

Given under my hand this _____ day of March, 2025.

Cynthia S. Rowan
Clerk of the Lewis County Commission

BEFORE THE COUNTY COMMISSION OF LEWIS COUNTY, WEST VIRGINIA

ORDER on Complaint on Citation of the Lewis County Safe Sites and Structures Committee
March __, 2025

To: Gary D. Hamilton
71 Keener St.
Weston, WV, 26452

Via Personal Service

Whereas, pursuant to West Virginia Code 7-1-3(ff), you were put on Notice of the Complaint reflecting the action and citation of the above mentioned Committee, as set forth below (a copy of the entire citation is attached hereto) and, that you did not file with the Clerk of the Lewis County Commission a written request for a hearing within ten (10) days of the receipt of this complaint, the following order is hereby issued by the county commission implementing the recommendations of the enforcement agency, set forth as follows:

“Comes now Steven Moneypenny, the designated technically qualified county employee, and issues this citation, at the direction of said enforcement agency, which, after first investigating and determining that the following described property, being Parcel 3, Tax Map 2, situate in the unincorporated portion of Courthouse District, Lewis County, West Virginia, being described in a will to Gary Dale Hamilton, said deed recorded in Will Book 8, at page 595, which describes said property as Lot 14 Homewood Addition, said property address of 71 Keener St., Weston, WV, 26452, said property contains structures (dwelling and buildings) wherein an accumulation of refuse and debris has occurred, which is unsafe, unsanitary, dangerous and is detrimental to the public safety and welfare and should be vacated, removed, cleaned and demolished, said property being described above, and which said property has received a scoring of 76.”

The commission having found merit to this complaint you are hereby ORDERED to remedy the condition of the property and, if you fail to do so, the real property can be cleaned up by Order of the County Commission, and may be subjected to a lien or sale for enforcement of the lien. You must comply with this Order within _____ days from the date hereof.

STATE OF WEST VIRGINIA,
COUNTY OF LEWIS, to wit:

I, Cynthia S. Rowan, Clerk of the Lewis County Commission, do hereby certify that the foregoing writing was this day examined and confirmed by said Commission, there having been no exceptions or objections filed thereto.

Given under my hand this _____ day of March, 2025.

Cynthia S. Rowan
Clerk of the Lewis County Commission