

# COUNTY COMMISSION OF LEWIS COUNTY

110 Center Avenue  
Weston WV 26452  
Phone:( 304)269-8200  
FAX: (304)269-2416  
Email:lewiscountycommission@lewiscountywv.org  
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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  
AMENDED MEETING AGENDA  
TUESDAY, MARCH 18, 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**      **No Appointments Scheduled**

## **CORRESPONDENCE**

- 4. Upshur County Commission Meeting Agenda:** The March 13, 2025 Upshur County Commission meeting agenda is submitted for review. (*information only*)
- 5. Pricetown Volunteer Fire Department Annual Report:** The Pricetown Volunteer Fire Department Annual Report is submitted for review. (*information only*)
- 6. Lewis County Sheriff's Mileage Report:** The February 2025 Lewis County Sheriff's Mileage Report is presented for review. (*information only*)
- 7. Lewis County Sheriff's Financial Statement:** The February 2025 Sheriff's Financial Statement is presented for review. The January 2025 and February 2024 financial statement is also presented for review. (*information only*)
- 8. West Virginia Division of Corrections & Rehabilitation:** The Regional Jail invoice for the month of February in the amount of \$31,660.46 is presented for review. The invoice amount for January 2025 was \$53,187.29. The invoice amount for February 2024 was \$46,781.53. The current daily bed rate is \$57.46. Lewis County has been billed for 7,637 beds during the current fiscal year. (*information only*)
- 9. WV State Auditor Distribution of Public Utilities Tax and IRP Taxes:** The Auditor's Office has remitted the January 16, 2025 to February 4, 2025 distribution of Public Utilities and IRP Truck Taxes in the amount of \$20,645.30. The general County portion is \$6,701.14. The general county

portion for the last reporting period was \$19,482.76. The general county portion for this time period last year was \$70,148.76. *(information only)*

- 10. Board(s) and Committee(s) Reports:** Commissioners will give reports on any board(s) or committee(s) meeting attended including: Planning Commission, National Association of Counties, County Commissioners Association WV Legislative Overview, Jane Lew Fire Department Elimination Dinner, Irish Spring Festival, Building Commission, Region VII, etc.

## **BUSINESS**

- 11. 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)*
- 12. Lewis County Sheriff Request to Hire:** Mickey Metz, Lewis County Sheriff, requests advice and consent per West Virginia Code §7-7-7 to hire Dakota Shipman as a full time Deputy Sheriff. If approved the start date will be March 19, 2025. *(action required)*
- 13. Lewis County Clerk Request to Advertise:** Cynthia Rowan, Lewis County Clerk, submits a request to advertise for the position of Deputy County Clerk. *(action required)*
- 14. Time Sheets/Annual or Sick Leave Requests:** Sherry Rogers Leave Request *(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**

### **No Additional Meetings Scheduled**

<b>1:00 pm</b>	<b>Delinquent or Unprogressed Estates</b>	<b>March 18, 2025</b>
<b>1:30 pm</b>	<b>Budget Meetings</b>	<b>March 18, 2025</b>
<b>10:00 am</b>	<b>Budget Meetings</b>	<b>March 20, 2025</b>

## 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: March 13, 2025
- 9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance  
Approval of Minutes:  
• February 27, 2025
- 9:15 a.m. COPS Camera Upgrade and Expansion Project - Concealed Weapon Detection Systems Bid Opening. \*
- 9:30 a.m. Open, review and award bid for Utility Vehicle. \*
- 9:45 a.m. Laura Ward, representing Country Roads Transit, providing an annual report and request for continued funding. \*

### Items for Discussion / Action / Approval:

1. Approval of a Planned Maintenance Agreement, effective immediately through December 31, 2025, with All State Clock & Bell to provide a one-time service to the bell ringing equipment and tower clock located at the Courthouse. The total cost is \$650. \*
2. Review and consider a work order quote from TK Elevator Corporation for a replacement control panel to repair the elevator located in the Courthouse Annex. The sum of the control panel is \$8,583.24. \*
3. Consider entering an Order of Dismissal regarding Safe Structures and Sites Case Number 0101223-05 for real property located in Meade Tax District – Tax Map 5N – Parcel Number 12.1. Upon approval, the “Order Setting Forth Findings of Fact and Conclusions of Law” entered on or about on February 6, 2025 will no longer be in force. Dismissal of the Order also restarts the assessment of the property through the Safe Structures and Sites Enforcement Board. \*
4. Approval and signature of the 24-JAG-35 Grant Contract Agreement, Certifications, Resolution, and Conditions and Assurances. The grant award is in the sum of \$15,000 to be used to support the position of the Prevention Resource Officer assigned to Buckhannon-Upshur Middle School. \*
5. Review and accept the resignation of an employee, effective February 26, 2025. \*  
*Item may lead to Executive Session per WV Code §6-9A-4 (A)* *Under separate cover*
6. Review and accept the resignation of an employee, effective March 21, 2025. \*  
*Item may lead to Executive Session per WV Code §6-9A-4 (A)* *Under separate cover*
7. Approval of an advertisement for one full-time Tax Deputy in the Upshur County Sheriff’s Office. Applications must be received by the close of business of Friday, March 28, 2025. \*

8. Approval of Lewis-Upshur Animal Control Facility volunteers:

- a) William Varney \*
- b) Makayla Hawkins \*
- c) Amie Hawkins \*
- d) Bethany Heckert \*
- e) Wyatt Call \*
- f) Hannah Ogden \*

*Under separate cover*

9. Approval of Department of Homeland Security and Emergency Management volunteer, Karen Smith. \*

*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. Correspondence from Carol J. Smith, Upshur County Clerk, regarding the 2025-2026 Public Utility Values. An increase of \$14,265,156 is noted. \*
2. Correspondence from the Department of Homeland Security – Division of Corrections & Rehabilitation providing the WV Regional Jail and Correctional Facility monthly invoices for Upshur County for February, 2025. The invoice reflects 1,378 inmate days X the base rate of \$57.46 per diem rate totaling \$79,179.88. The January invoice was \$58,645.70. This amount does not include credits and additional debits made during this period.
3. Letter from the Department of Homeland Security – Division of Administrative Services stating the Upshur County inmate billing rate is anticipated to change to the Overage Per Diem Rate of \$68.95 during this month of March 2025.
4. Freedom of Information Act (FOIA) request and fulfillment from John Dougherty requesting bid tally sheets from the Natural Gas Pool Heater Replacement Project.
5. Upshur County Building and Floodplain Permits for February 2025.
6. Upshur County Mileage reports – February, 2025
  - Addressing and Mapping
  - Dog Pound
  - Emergency Management
  - Maintenance
  - Parks & Recreation
  - Sheriff
  - Upshur 911
7. Upshur County E911 Communication Reports – February, 2025.

*Under separate cover*

  - Monthly Department Summary Report
  - Monthly Wrecker Report
  - YTD Wrecker Report
8. Public Notices:
  - a) Newsletters and/or Event Notifications:
    - Family Resource Network:

	Book Swap	March 15, 2025
	Family Social	March 28, 2025
b) Agendas and/or Notice of Meetings:		
•	Upshur County Public Library	February 5, 2025
		February 19, 2025
•	Elkins Road Public Service District	March 4, 2025
•	Council of the City of Buckhannon	March 4, 2025
•	Buckhannon-Upshur Airport Authority	March 10, 2025
•	Upshur County Safe Structures and Sites	March 13, 2025
c) Meeting Minutes:		
•	Upshur County Youth Camp	September 19, 2024
•	Upshur County Public Library	January 22, 2025
		February 5, 2025
		February 19, 2025
•	Elkins Road Public Service District	February 4, 2025

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

[www.upshurcounty.org](http://www.upshurcounty.org) -- Upcoming events are listed on the main page.

9. 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](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. \*\*\**

10. 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](mailto:tperry@upshurcounty.org).

- Monday, March 10<sup>th</sup> beginning at 8:15 a.m. – Commission Meeting Room, Courthouse Annex
- Tuesday, March 11<sup>th</sup> beginning at 8:15 a.m.
- Wednesday, March 12<sup>th</sup> beginning at 9:00 a.m.
- Thursday, March 13<sup>th</sup> 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](http://www.upshurcounty.org/agenda_and_minutes/index.php)

Tabled Items

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

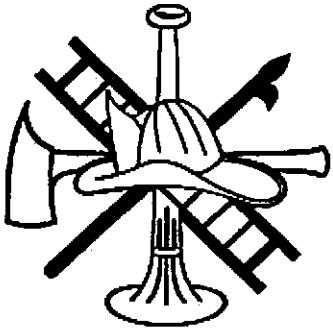
Tabled 8-1-2024: Review a Resolution from the Upshur County Fire Board requesting the Upshur County Commission to consider an increase in the Fire Protection Service Fees by the next ballot referendum, as provided in WV Senate Bill 872. Consider taking action, per W.Va. Code §7-17-12(c)(2).

Next Regular Meeting of the Upshur County Commission

March 20, 2025 --- 9:00 a.m.

Upshur County Courthouse Annex

The Commission Meeting scheduled April 3, 2025 has been cancelled.



# **PRICETOWN VOL. FIRE DEPT.**

1667 US HIGHWAY 33 WEST, WESTON, WV 26452  
Telephone: (304) 269-4667

TO: Lewis County Commission

RE: Reporting requirement of Ordinance Authorizing Reasonable Reimbursement Fees

Pricetown Volunteer Fire Department did not bill for any reimbursements from calls in the calendar year of 2024.

Sincerely,  
Corbet Gillespie  
PVFD Chief.

## February 2025 MILEAGE REQUEST

UNIT LIC.

- 150 M. Metz / Vin. A42305 / 1236 – 21 SUV 65172
- 151 M. Cayton / Vin. A42304 / 1235 – 21 SUV 59585
- 152 Z. Lopez / Vin. A18031 / 4960 – 20 SUV 47103
- 153 B. Hendershot / Vin. C19510 / 4913 – 23 SUV 8554
- 154 C. Matheny / Vin. B29979 / 3841 – 22 SUV 42105
- 155 M. Ayoob / Vin. A40308 / 4961 – 22 SUV 47358
- 156 D. Cooley / Vin. C20138 / 4912 – 23 SUV WRECKED
- x 156 D. Cooley / Spare Interceptor 75896
- 156 D. Cooley / Vin. A32097 / 25 SUV 741
- 157 E. Linger / Vin. A18030 / 1232 – 20 SUV 54028
- x 157 E. Linger / Spare Interceptor 79317
- 158 R. Masters / Vin. A48451 / 1241 – 22 SUV 43750 / ACADEMY
- 159



160

165 R. Bowman / Vin. C99333 / B54761 - 22 TRK 61273

170 C. Kirkpatrick / Vin. C62863 / 1234 - 20 SUV 45392

171 T. Lafever / Vin. A42303 / 1696 - 20 SUV 36458

172 J. Johnmeyer / Vin. B04451 / 4220 - 21 SUV 67161

173 J. Jenkins / Vin. 572421 / 5YJ-355 - 21 JEEP 49499

174 R. Bush / Vin. 179324 / 4287 - 17 JEEP 43769

175 D. Cayton / Vin. 568479 / 6LB-698 - 17 JEEP 68145

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

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

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

x Spare / Vin.106494 / 3929 - 18 INTERCEPTOR 79317

Spare / Vin. A78623 / 3370 - 15 EXPLORER 115358

x Spare / Vin. 106495 / 3930 - 18 INTERCEPTOR 75896

Spare / Vin. 116126 / 1910 -13 INTERCEPTOR 117308

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

**Thank You**

Lewis County Financial Statement  
Month Ending- February 2025

Lewis County  
03/07/2025 @ 03:58:43 PM

	Beginning Balance	All Other Revenues	All Taxes Collected	Less: Orders Issued	Ending Balance
General County	4,871,007.92	\$340,819.25	\$1,668,576.17	\$750,520.21	6,129,883.13
Coal Severance	44,439.82	\$102.27	\$0.00	\$0.00	44,542.09
General School	2,898.65	\$2,690.19	\$0.00	\$0.00	5,588.84
Magistrate Court	3,143.97	\$1,496.53	\$0.00	\$1,868.94	2,771.56
Worthless Check	6,479.29	\$14.91	\$0.00	\$0.00	6,494.20
Dog and Kennel	14,471.05	\$32,178.56	\$0.00	\$22,677.21	23,972.40
Home Detention	100,597.50	\$8,791.66	\$0.00	\$2,565.22	106,823.94
Emergency 911 Fund	3,795,248.85	\$8,703.77	\$0.00	\$110,313.64	3,693,638.98
Lewis County Aquatic Fund	586,943.40	\$1,350.77	\$9.16	\$0.00	588,303.33
Citizens Education	24,809.69	\$718.21	\$0.00	\$371.94	25,155.96
Federal Equitable	0.71	\$0.00	\$0.00	\$0.00	0.71
Fire Fees	0.00	\$3,183.27	\$0.00	\$3,183.27	0.00
Sheriff Special Account-State	25,081.49	\$57.72	\$0.00	\$0.00	25,139.21
County Building	469,182.71	\$1,702.57	\$0.00	\$0.00	470,885.28
Board of Health	805,087.37	\$95,597.05	\$0.00	\$104,437.68	796,246.74
Tax Lien	49,591.41	\$0.00	\$0.00	\$0.00	49,591.41
Delinquent Nonentered	18,269.98	\$0.00	\$0.00	\$0.00	18,269.98
Concealed Weapons	51,277.98	\$349.75	\$0.00	\$0.00	51,627.73
Assessor Valuation	166,027.13	\$59,832.94	\$0.00	\$3,329.09	222,530.98
Voters Resistration	659.71	\$0.00	\$0.00	\$0.00	659.71
State Current	0.00	\$19.28	\$32,408.34	\$32,427.62	0.00
Criminal Charges	0.00	\$517.00	\$0.00	\$517.00	0.00
Court Reporter	0.00	\$5.87	\$0.00	\$5.87	0.00
State Police	25.00	\$250.00	\$0.00	\$275.00	0.00
Vehicle License - DMV	0.00	\$27,760.66	\$0.00	\$27,760.66	0.00
State Fines	0.00	\$588.00	\$0.00	\$588.00	0.00
Jury Fund	0.00	\$0.00	\$0.00	\$1,096.88	(1,096.88)
WV Deputies Fund	690.00	\$1,102.00	\$0.00	\$685.50	1,106.50
General Current Expenses	0.00	\$1,935.74	\$2,481,980.57	\$2,483,916.31	0.00
Excess Levy	0.00	\$1,070.94	\$1,337,832.34	\$1,338,903.28	0.00
Weston Current	0.00	\$31.01	\$52,128.95	\$52,159.96	0.00
Jane Lew Current	0.00	\$2.04	\$3,436.62	\$3,438.66	0.00
County Clerk Election Administration	15,208.20	\$1,461.56	\$0.00	\$0.00	16,669.76
County Clerk Real Property E-Record	15,208.20	\$1,461.56	\$0.00	\$0.00	16,669.76
LC Blueprint Community	51,806.72	\$8,390.00	\$0.00	\$808.73	59,387.99
Phase 1 Water Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E-911 Revenue Fund	\$0.00	\$33,473.77	\$0.00	\$33,473.77	0.00
E-911 Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00
ARPA - PILT	\$137,208.45	\$315.77	\$0.00	\$0.00	137,524.22
American Rescue Plan	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Certified to State	\$247,967.90	\$2,697.10	\$0.00	\$2,820.25	247,844.75
Opioid Settlement	\$363,661.65	\$663.03	\$0.00	\$111,348.75	252,975.93
County Fire Protection	\$32,717.70	\$75.30	\$0.00	\$0.00	32,793.00
EMS Salary Enhancement	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Financial Stabilization	\$1,826,241.38	\$0.00	\$0.00	\$0.00	1,826,241.38
Totals	\$13,725,953.83	\$639,410.05	\$5,576,372.15	\$5,089,493.44	\$14,852,242.59

Balance in county depositories - End of Month	\$18,942,970.81	Bank Errors	
Less: Orders Outstanding	\$6,259,701.30	Bank Errors	
Add: Deposits in Transit	\$2,165,473.08		
Cash in Office at End of Month	\$3,500.00		
Misc. Adjustments (+ or-)			
Total in county Depositories and Office	\$14,852,242.59	Bank Errors	
		Total	
		True Balance	\$14,852,242.59

I, M. Metz, 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 to the Treasury and County Depositories.

Mark E Metz  
Sheriff & Treasurer  
Lewis County  
3-7-2025

Difference

Dated and sworn to on this date.

Lewis County Financial Statement  
Month Ending- January 2025

Lewis County  
02/07/2025 @ 10:45:20 AM

	Beginning Balance	All Other Revenues	All Taxes Collected	Less: Orders Issued	Ending Balance
General County	5,678,106.09	\$427,129.19	\$109,421.63	\$1,343,648.99	4,871,007.92
Coal Severance	33,967.65	\$10,472.17	\$0.00	\$0.00	44,439.82
General School	0.00	\$2,905.65	\$0.00	\$7.00	2,898.65
Magistrate Court	2,114.38	\$1,079.59	\$0.00	\$50.00	3,143.97
Worthless Check	6,402.50	\$76.39	\$0.00	\$0.00	6,479.29
Dog and Kennel	14,726.77	\$879.87	\$0.00	\$1,135.59	14,471.05
Home Detention	96,595.84	\$8,774.06	\$0.00	\$4,772.40	100,597.50
Emergency 911 Fund	3,721,134.18	\$201,459.61	\$0.00	\$127,344.94	3,795,248.85
Lewis County Aquatic Fund	585,451.70	\$1,491.70	\$0.00	\$0.00	586,943.40
Citizens Education	24,731.75	\$77.94	\$0.00	\$0.00	24,809.69
Federal Equitable	0.71	\$0.00	\$0.00	\$0.00	0.71
Fire Fees	0.00	\$5,002.14	\$0.00	\$5,002.14	0.00
Sheriff Special Account-State	25,017.73	\$63.76	\$0.00	\$0.00	25,081.49
County Building	468,568.04	\$614.67	\$0.00	\$0.00	469,182.71
Board of Health	784,946.29	\$137,471.10	\$0.00	\$117,330.02	805,087.37
Tax Lien	49,591.41	\$0.00	\$0.00	\$0.00	49,591.41
Delinquent Nonentered	18,269.98	\$0.00	\$0.00	\$0.00	18,269.98
Concealed Weapons	54,284.54	\$468.48	\$0.00	\$3,475.04	51,277.98
Assessor Valuation	178,618.70	\$6,234.67	\$0.00	\$18,826.24	166,027.13
Voters Resistration	659.71	\$0.00	\$0.00	\$0.00	659.71
State Current	0.00	\$5.18	\$2,081.48	\$2,086.66	0.00
Criminal Charges	0.00	\$211.97	\$0.00	\$211.97	0.00
Court Reporter	0.00	\$75.00	\$0.00	\$75.00	0.00
State Police	0.00	\$350.00	\$0.00	\$325.00	25.00
Vehicle License - DMV	0.00	\$21,304.78	\$0.00	\$21,304.78	0.00
State Fines	0.00	\$5.00	\$0.00	\$5.00	0.00
Jury Fund	0.00	\$0.00	\$0.00	\$0.00	0.00
WV Deputies Fund	682.50	\$685.50	\$0.00	\$678.00	690.00
General Current Expenses	0.00	\$8,403.14	\$159,557.32	\$167,960.46	0.00
Excess Levy	0.00	\$4,480.96	\$85,938.93	\$90,419.89	0.00
Weston Current	0.00	\$69.32	\$27,871.56	\$27,940.88	0.00
Jane Lew Current	0.00	\$5.15	\$2,071.23	\$2,076.38	0.00
County Clerk Election Administration	12,661.67	\$2,546.53	\$0.00	\$0.00	15,208.20
County Clerk Real Property E-Records	12,661.67	\$2,546.53	\$0.00	\$0.00	15,208.20
LC Blueprint Community	51,806.72	\$0.00	\$0.00	\$0.00	51,806.72
Phase 1 Water Project	\$0.00	\$259,206.47	\$0.00	\$259,206.47	\$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 - PILOT	\$136,859.74	\$348.71	\$0.00	\$0.00	137,208.45
American Rescue Plan	\$357,117.44	\$0.00	\$0.00	\$357,117.44	0.00
Certified to State	\$268,572.93	\$2,562.59	\$0.00	\$23,167.62	247,967.90
Opioid Settlement	\$269,307.10	\$94,354.55	\$0.00	\$0.00	363,661.65
County Fire Protection	\$32,634.55	\$83.15	\$0.00	\$0.00	32,717.70
EMS Salary Enhancement	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Financial Stabilization	\$1,740,765.05	\$85,476.33	\$0.00	\$0.00	1,826,241.38
Totals	\$14,626,257.74	\$1,317,895.62	\$386,942.15	\$2,605,141.68	\$13,725,953.83

Balance in county depositories - End of Month	\$14,565,684.52	Bank Errors	
Less: Orders Outstanding	\$1,153,406.09	Bank Errors	
Add: Deposits in Transit	\$310,175.40		
Cash in Office at End of Month	\$3,500.00		
Misc. Adjustments (+ or -)			
Total in county Depositories and Office	\$13,725,953.83	Bank Errors	
		Total	
		True Balance	\$13,725,953.83

I, Michael E. Metz 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.

Michael E. Metz  
Sheriff & Treasurer, Lewis County

Difference

Dated and sworn to on this date.

Lewis County Financial Statement  
Month Ending- February 2024

Lewis County  
03/05/2024 9:12:40:24 PM

	Beginning Balance	All Other Revenues	All Taxes Collected	Less: Orders Issued	Ending Balance
General County	5,993,513.25	\$295,203.20	\$404,682.86	\$2,510,771.59	4,182,627.72
Coal Severance	48,513.12	\$115.63	\$0.00	\$0.00	48,628.75
General School	4,110.49	\$3,322.13	\$0.00	\$0.00	7,432.62
Magistrate Court	588.84	\$1,435.34	\$0.00	\$1,868.94	155.24
Worthless Check	12,286.45	\$29.28	\$0.00	\$0.00	12,315.73
Dog and Kennel	3,113.45	\$30,786.17	\$0.00	\$19,259.46	14,640.17
Home Detention	58,658.14	\$7,402.59	\$0.00	\$45.70	66,015.03
Emergency 911 Fund	3,686,564.43	\$368,426.43	\$0.00	\$118,422.37	3,936,568.49
Lewis County Aquatic Fund	569,558.36	\$1,357.58	\$2.16	\$0.00	570,918.10
Citizens Education	19,855.34	\$47.33	\$0.00	\$0.00	19,902.67
Federal Equitable	0.71	\$0.00	\$0.00	\$0.00	0.71
Fire Fees	0.00	\$4,243.81	\$0.00	\$4,243.81	0.00
Sheriff Special Account-State	14,776.33	\$46.16	\$0.00	\$0.00	14,822.49
County Building	\$06,083.16	\$1,121.93	\$0.00	\$48,000.00	459,205.09
Board of Health	802,806.61	\$50,551.28	\$0.00	\$82,039.08	771,318.80
Tax Lien	146,845.33	\$0.00	\$0.00	\$0.00	146,845.33
Delinquent Nonentered	31,335.40	\$119.70	\$0.00	\$0.00	31,455.10
Concealed Weapons	\$1,255.47	\$372.91	\$0.00	\$0.00	51,628.38
Assessor Valuation	228,077.20	\$25,904.71	\$0.00	\$55,322.03	198,659.88
Voters Registration	638.76	\$0.00	\$0.00	\$0.00	638.76
State Current	0.00	\$6.59	\$7,158.87	\$7,165.46	0.00
Criminal Charges	0.00	\$106.06	\$0.00	\$106.06	0.00
Court Reporter	0.00	\$25.00	\$0.00	\$25.00	0.00
State Police	0.00	\$275.00	\$0.00	\$250.00	25.00
Vehicle License - DMV	0.00	\$28,071.80	\$0.00	\$28,071.80	0.00
State Fines	0.00	\$265.00	\$0.00	\$265.00	0.00
Jury Fund	0.00	\$0.00	\$0.00	\$0.00	0.00
WV Deputies Fund	502.50	\$574.50	\$0.00	\$498.00	579.00
General Current Expenses	0.00	\$8,444.08	\$542,202.87	\$550,646.95	0.00
Excess Levy	0.00	\$4,539.07	\$295,538.00	\$300,077.07	0.00
Weston Current	0.00	\$49.87	\$54,163.33	\$54,213.20	0.00
Jane Lew Current	0.00	\$3.82	\$4,145.33	\$4,149.15	0.00
County Clerk Election Administration	3,058.70	\$361.95	\$0.00	\$0.00	3,420.65
County Clerk Real Property E-Record	3,058.70	\$361.95	\$0.00	\$0.00	3,420.65
LC Blueprint Community	43,710.32	\$0.00	\$0.00	\$1,862.79	41,847.53
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	\$33,473.77	\$0.00	\$33,473.77	0.00
E-911 Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00
ARPA - PILT	\$133,147.41	\$317.36	\$0.00	\$0.00	133,464.77
American Rescue Plan	\$2,853,161.30	\$6,184.25	\$0.00	\$0.00	2,859,345.55
Certified to State	\$177,608.74	\$1,650.47	\$0.00	\$19,632.71	159,626.50
Opioid Settlement	\$276,766.35	\$659.69	\$0.00	\$0.00	277,426.04
County Fire Protection	\$33,056.78	\$46.32	\$0.00	\$33,056.78	46.32
EMS Salary Enhancement	\$0.00	\$143,881.37	\$0.00	\$0.00	143,881.37
Financial Stabilization	\$0.00	\$1,740,765.05	\$0.00	\$0.00	1,740,765.05
Totals	\$15,702,651.65	\$2,760,549.15	\$1,307,853.42	\$3,873,466.73	\$15,897,627.49

Balance in county depositories - End of Month	\$17,030,413.80	Bank Errors	
Less: Orders Outstanding	\$1,954,130.85	Bank Errors	
Add: Deposits in Transit	\$817,844.54		
Cash in Office at End of Month	\$3,500.00		
Misc. Adjustments (+ or -)			
Total in county Depositories and Office	\$15,897,627.49	Bank Errors	
		Total	
		True Balance	\$15,897,627.49

I, D. Gosce 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 February 2024 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.

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



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

**ROBERT CUNNINGHAM**  
**CABINET SECRETARY**

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

BASE RATE FY25 LEWIS COUNTY  
PO BOX 466  
WESTON, WV 26452

**Invoice Number: 212559F0**

**Invoice Date: 3/4/2025 1:50:05 PM**

**Month of Service: February, 2025**

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 Base Rate FY25 Lewis County for the month of February, 2025. 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: February

Number of Inmate Days: 551

Per Diem Rate: \$57.46

Amount Due: February, 2025

\$31,660.46

This invoice amount is due and payable upon receipt.

Please Remit Payment to:  
WV Division of Corrections and Rehabilitation  
PO Box 40258  
Charleston, WV 25364



# State of West Virginia

Office of the State Auditor  
County Collections Division  
State Capitol, Building 1, Suite W-118  
1900 Kanawha Boulevard, East  
Charleston, West Virginia 25305

**Mark A. Hunt**  
**State Auditor and**  
**Commissioner of Delinquent**  
**and Nonentered Lands**

Toll Free: (888) 509-6568  
www.wvsao.gov

February 19, 2025

Honorable David B. Gosa  
Sheriff & Treasurer  
Lewis County  
110 Center Ave  
Weston, WV 26452

County 5.33  
Aquatic 0.62  
Current 7.23  
Levy 3.84

Dear Sheriff & Treasurer:

You will be receiving a check in the amount of \$20,645.30 in the next few days from the State Auditor's Office representing the Public Utilities Tax and IRP Trucks Ad Valorem Fees collected by this office for the period of 01/16/2025 to 02/04/2025.

Please keep the following breakdown for your records:

	Public Utilities Tax	IRP Trucks Fee	Total
2014 County Current Expense	2.66	0.00	2.66
2014 County Excess Levy	0.31	0.00	0.31
2014 School Current	3.61	0.00	3.61
2014 School Excess Levy	1.92	0.00	1.92
2015 County Current Expense	2.67	0.00	2.67
2015 County Excess Levy	0.31	0.00	0.31
2015 School Current	3.62	0.00	3.62
2015 School Excess Levy	1.92	0.00	1.92
2024 County Current Expense	0.00	6,701.14	6,701.14
2024 School Current	0.00	9,091.06	9,091.06
2024 School Excess Levy	0.00	4,836.08	4,836.08
<b>Totals</b>	<b>\$17.02</b>	<b>20,628.28</b>	<b>\$20,645.30</b>

Any bond money collected is being forwarded to the Municipal Bond Commission for credit.

3/16/25  
85549



# State of West Virginia

Office of the State Auditor  
County Collections Division  
State Capitol, Building 1, Suite W-118  
1900 Kanawha Boulevard, East  
Charleston, West Virginia 25305

**Mark A. Hunt**  
**State Auditor and**  
**Commissioner of Delinquent**  
**and Nonentered Lands**

Toll Free: (888) 509-6568  
[www.wvsao.gov](http://www.wvsao.gov)

If this office can be of future assistance, please contact Lora S. Lane at (888) 509-6568. Extension 8511.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark A. Hunt".

Mark A. Hunt  
State Auditor

MAH/pu





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WEST FORK CONSERVATION DISTRICT

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

March 3, 2025

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. They are vital structures 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 304-627-2160.

Sincerely,

Dee Altman

Administrative Specialist

West Fork Conservation District

87 Ollie Lane

Mount Clare, WV 26408

304-627-2160



# Lewis County Sheriff's Department



M.E. Metz, Sheriff

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

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

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March 11, 2025

**To:** Lewis County Commission

**From:** Sheriff Mickey Metz

**Re:** Full Time Hire

I am requesting that the Lewis County Commission would approve of the Full-Time position and hire of former Deputy Dakota Shipman. We will get his in-service hours and re-qualify him on the range upon hiring for this position.

Respectfully Submitted,

A handwritten signature in blue ink that reads 'Mickey Metz'.

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