

COUNTY COMMISSION OF LEWIS COUNTY

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

**LEWIS COUNTY COMMISSION
110 CENTER AVENUE, 2ND FLOOR
WESTON, WV 26452
AMENDED MEETING AGENDA
TUESDAY, May 9, 2023**

SILENT MEDITATION AND PLEDGE OF ALLEGIANCE

- 1. 10:00 AM** **Call Meeting to Order** (*action required*)

- 2. 10:05 AM** **John Breen, Lewis County Assessor**
RE: Exonerations, Consolidations, Apportionments
Draft copies will be available for review two business days prior to the meeting date. (*action required*)

APPOINTMENTS:

- 3. 10:10 AM** **National Emergency Medical Services Week:** The Lewis County Commission will be asked to execute a proclamation in support of National Emergency Medical Services Week. (*action required*)

- 4. 10:15 AM** **Law Enforcement Proclamation for National Police Week:** The Lewis County Commission will be asked to execute a proclamation in support of National Police Week. (*action required*)

- 5. 10:20 AM** **Lewis County Convention and Visitors Bureau (CVB) Executive Director, Chris Richards:** Ms. Richards will provide the quarterly report For the Lewis County CVB. (*information only*)

CORRESPONDENCE & INFORMATION:

- 6. Upshur County Commission Meeting Agenda:** May 4, 2023 Upshur County Commission agenda is presented for review. (*information only*)

7. **Shenandoah Cable Television LLC:** Shenandoah Cable franchise fees received May 2023 in the amount of \$8,311.62. The amount received in February 2023 was \$8,258.25. The amount for April of 2022 was \$9,139.83. *(information only)*
8. **April 2023 Sheriff's Monthly Mileage Report:** Lewis County Sheriff, David Gosa presents the April 2023 mileage report for law enforcement for review. *(information only)*
9. **Board(s) and Committee(s) Reports:** Commissioners will give reports on any Board(s) or committee(s) meeting attended including: Lewis County Day of Giving with Lewis County Foundation, Rotary, WV Outdoor Fitness Call, Vandalia Public Water Meeting, Lewis County First, Lewis Upshur Gateway Community, Aura Spa Ribbon Cutting, Saint Patrick's School Spring Bash, Brownfields Meeting, 911 Advisory Board, etc. *(information only)*

BUSINESS:

10. **Lewis County Economic Development Authority Director Ray Smith:** Mr. Smith will request \$1,000.00 from the Lewis County Commission to use as matching funds for a housing study grant the Economic Development Authority plans to apply for. The \$1,000.00 will go toward the match the grant requires. The Economic Development Authority pledged \$1,000.00 at the last Board meeting. *(action required)*
11. **Lewis County Park Director, Josh Hinchman request to hire:** Mr. Hinchman requests to hire the following employees; Erin Freeman as pool manager at \$14.00 per hour, Heather Fluharty and Kayla Bouscher as Manager at \$13.75 per hour, Elleona Stump, Brook Butcher as head lifeguards at \$14.00 per hour, Audrey Burchett, Kami Linger, Haley Lewis as lifeguards at \$13.75 per hour, Johnathon Atchison, Joseph Butcher, Ada Foster, William Hairfield, Savannah Bishop, Landyn Taylor, Maggie Wyatt, Kaidyn Holcomb as lifeguards at \$10.25 per hour. All employees will adhere to a starting date of May 17, 2023 and work up to 40 hours per week. *(action required)*
12. **Consideration of Meeting Cancellations:** The Commission will consider cancellation of meetings scheduled for May 16, May 30, and June 6, 2023 due to trainings and a holiday. *(action required)*
13. **Time Sheets and Leave Requests:** Keith Talbert Annual Leave, Sherry Rogers Sick Leave *(action required)*

ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:

14. **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)*
15. **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)*
16. **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)*
17. **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:

18. 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 up to 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

2:00 May 9, 2023

Work Session – Employee Handbook