

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:
Agnes Queen, President
Bobby Stewart, Commissioner
Chad Westfall, Commissioner

LEWIS COUNTY COMMISSION 110 CENTER AVENUE, 2ND FLOOR WESTON, WV 26452 MEETING AGENDA TUESDAY, JULY 7, 2026

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*)

APPOINTMENTS

None

CORRESPONDENCE

3. **Secretary of the Interior Notification of Payment in Lieu of Taxes:** Doug Burgum, Secretary of Interior, provides notice of PILT funding for Lewis County in the amount of \$72, 476. (*information only*)
4. **Brownfields Grant:** The Office of Brownfields and Land Revitalization provides notice on behalf of the United States Environmental Protection Agency that Lewis County was selected as one of the entities EPA will begin negotiations with for an Assessment Grant in the amount of \$500,000. (*information only*)
5. **Board(s) and Committee(s) Reports:** Commissioners will give reports on any board(s) or committee(s) meeting attended including: America 250 celebration, Lewis County Board of Health, Weston Neighborhood watch, etc. (*information only*)

BUSINESS

6. **Community Development Block Grant (CDBG):** Commission will consider requesting a time extension on the CDB grant through December 31, 2026. (*action required*)
7. **Lewis County Prosecutor Request to Hire:** Christina Flanigan, Prosecutor, requests advice and consent per WV Code §7-7-7 to hire James E. Hawkins Jr. as a full time Assistant Prosecutor at a salary of \$90,000 starting August 3, 2026. (*action required*)

- 8. Time Sheets, Leave Requests and Annual Leave Transfers:** Tina Helmick-timesheet (*action required*)

ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:

- 9. Actions of the Clerk:** County Clerk Becky Carder presents actions of the clerk in recess of 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*)
- 10. Approval of Estates:** County Clerk Becky Carder 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*)
- 11. 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*)
- 12. 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:

- 13. 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



THE SECRETARY OF THE INTERIOR
WASHINGTON

JUNE 23 2026

LEWIS COUNTY
110 Center Avenue
Weston, WEST VIRGINIA 26452-1964

Dear County Official:

It is my honor to notify you that on June 23, 2026, the Department of the Interior (Department) issued payments under the Payments in Lieu of Taxes (PILT) program. The PILT program compensates eligible local jurisdictions for Federal lands administered by agencies within the Department and on behalf of the U.S. Forest Service, U.S. Army Corps of Engineers and Utah Reclamation Mitigation and Conservation Commission. Local governments may use the PILT payments for any governmental purpose, including emergency response, public schools and roads. Since local governments cannot tax Federal lands, annual PILT payments help to defray the costs associated with maintaining important community services.

The PILT Act, 31 U.S.C. 6901–6907, as amended, authorized the program. The PILT Act prescribes the formula used to compute the annual payments based on annually adjusted per-acre and population variables. Prior-year Federal payments under certain revenue-sharing programs, as reported annually by States, are deducted in formulating the payment amounts. A provision in the PILT Act provides temporary compensation for recent additions to the National Park System and National Forest Wilderness Areas.

The President signed the Commerce, Justice, Science; Energy and Water Development; and Interior and Environment Appropriations Act, 2026 (Public Law 119–74) on January 23, 2026, providing full funding for the 2026 PILT program. More than 1,900 local jurisdictions received a total of \$733 million in PILT payments this year.

For 2026, your county is receiving a PILT payment of \$72,476. If you provided current bank routing and account numbers to our Interior Business Center or to the System of Awards Management (SAM), an electronic funds transfer was posted to your account on or about June 23, 2026. If you did not receive a payment or require further information, please refer to www.doi.gov/pilt. The website includes information on how to register in SAM to expedite receipt of future PILT payments. If you have any questions, please contact the PILT Program Manager, Ms. Dionna Kiernan, at DOI_PILT@ios.doi.gov or (202) 513–7783.

With gratitude,

Doug Burgum
Secretary



OFFICE OF BROWNFIELDS AND LAND REVITALIZATION

WASHINGTON, D.C. 20460

June 24, 2026

Agnes Queen
Commission President
Lewis County Commission
110 Center Avenue, 2nd Floor
Weston, WV 26452

Dear President Queen:

On behalf of the United States Environmental Protection Agency (EPA), I am pleased to congratulate you and confirm that the Lewis County Commission was selected as one of the entities EPA will begin negotiations with to award a cooperative agreement for an Assessment Grant. The Lewis County Commission submitted an outstanding application, and we deeply appreciate the tremendous commitment of time and energy that went into its preparation.

Since its inception in 1995, EPA's Brownfields Program has worked to help states, Tribal Nations, and communities around the country clean up and revitalize brownfield sites. We fully expect that these brownfield projects will provide benefits to the environment and economy of local communities. Tony Geiger, your Regional Brownfields Contact, will work closely with the Lewis County Commission to negotiate the cooperative agreement prior to the grant award. You may contact Tony Geiger at 215-814-3367 or geiger.anthony@epa.gov.

Again, congratulations on being selected! We look forward to working with you.

Sincerely,

M. Jerry Minor-Gordon-English
HJME

Jerry Minor-Gordon-English, Acting Director
Office of Brownfields and Land Revitalization

cc: Tony Geiger
Tina Helmick

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COMMISSIONERS:

Agnes Queen, President

Bobby Stewart, Commissioner

Chad Westfall, Commissioner

Date: July 7, 2026

Jennifer Ferrell
Director, Community Advancement and Development
Department of Economic Development
1900 Kanawha Boulevard, East
Charleston, WV 25305

Sent via email only West Virginia

Re: CDBG Project Number: 20CDBG0009
Request for Time Extension

Ms. Ferrell:

As you are aware, the Lewis County Commission is the recipient of Community Development Block Grant (CDBG) funding for the Phase I Water Extension Project. The current grant period of performance is July 1, 2021, through June 30, 2026. While substantial progress has been made, additional time is needed to complete the project. Therefore, we respectfully request a time extension through December 31, 2026.

Pro Contracting was awarded the construction contract in December 2024. Due to weather-related conditions, construction activities did not begin until April 2025. As of June 2026, the project is more than 90 percent complete, with 122,954 linear feet of waterline installed.

The primary factor contributing to the need for an extension is a delay in the manufacturing and delivery of pressure-reducing valves required by West Virginia American Water. This unforeseen delay has affected the project's construction schedule and final completion timeline. The project engineer anticipates substantial completion of construction by September 30, 2026, which will allow sufficient time to complete final inspections, project closeout activities, and submission of all required grant documentation before December 31, 2026.

The Lewis County Commission sincerely appreciates the continued support and partnership of the West Virginia Department of Economic Development. We remain committed to the successful completion of this important infrastructure project and anticipate all work and grant closeout activities will be completed by December 31, 2026.

Should you require any additional information, please contact Carrie Wallace at (304) 472-6564 or cwallace@regionvii.com.

Sincerely,

Agnes Queen
Commission President