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, OCTOBER 13, 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

3. **10:05 AM** **Band of Brothers:** Al Turner and guest to introduce the non-profit organization. *(information only)*
4. **10:15 AM** **Patricia Crim, Weston CEOS:** Placement request for a Tiny Library to be displayed on the Lewis County Courthouse property in Honor/Memory of Rod Wyman. *(action required)*

CORRESPONDENCE

5. **Upshur County Commission Meeting Agenda:** The October 8, 2026 Upshur County Commission meeting agenda is presented for review. *(information only)*
6. **Lewis-Gilmer E-911 Monthly Report:** The September 2026 Lewis-Gilmer E-911 Report is presented for review. (*information only)*
7. **State of West Virginia Division of Corrections & Rehabilitation:** The Regional Jail invoice for the month of September 2026 in the amount of $53,530.45 is presented for review. The invoice amount for August 2026 was $59,324.05. The invoice amount for September 2025 was $63,077.04. The current county daily rate is $60.35. Lewis County has been billed for 2,739 bed days this Fiscal Year. (*information only)*
8. **Wireless Subscriber Fees:** A check in the amount of $247,096.87 representing a disbursement of Wireless E-911 subscriber fees will be mailed directly from the West Virginia State Auditor's Office. This amount is the County's share of the fees remitted to the Public Service Commission for

July, August, and September 2026. The amount received for the previous quarter was $200,888.30. (*information only)*

9. **Lewis County Sheriff's Mileage Report:** The September 2026 Sheriff's Mileage Report is presented for review. (*information only)*
10. **Memorandum of Understanding:** A Memorandum of Understanding with the Berkeley County Sheriff's Department to provide law enforcement and security services during the flooding event in July 2026 is presented for review. (*information only)*
11. **Memorandum of Understanding:** A Memorandum of Understanding with the Mineral County Sheriff's Department to provide law enforcement and security services during the flooding event in July 2026 is presented for review. (*information only)*
12. **Memorandum of Understanding:** A Memorandum of Understanding with the Marion County Sheriff's Department to provide law enforcement and security services during the flooding event in July 2026 is presented for review. (*information only)*
13. **Memorandum of Understanding:** A Memorandum of Understanding with the Hampshire County Sheriff's Department to provide law enforcement and security services during the flooding event in July 2026 is presented for review. (*information only)*
14. **Memorandum of Understanding:** A Memorandum of Understanding with the Kanawha County Sheriff's Department to provide law enforcement and security services during the flooding event in July 2026 is presented for review. (*information only)*
15. **Memorandum of Understanding:** A Memorandum of Understanding with the Monongalia County Sheriff's Department to provide law enforcement and security services during the flooding event in July 2026 is presented for review. (*information only)*
16. **Board(s) and Committee(s) Reports:** Commissioners will give reports on any board(s) or committee(s) meeting attended including: Flood update, Timber Work Session, Long Term Flood Recovery, Congressman Riley Moore Presentation, Homecoming. (*information only)*

BUSINESS

17. **Budget Appropriation:** The Lewis County Commission will consider submitting an invoice as required to receive the $1,000,000.00 appropriation included in the Legislature's completed 2026 budget bill SB 250 for hospital funding. (*action required)*
18. **Lewis County Administrator:** Tina Helmick requests approval to advertise for bids for flood property demolition. (*action required)*
19. **Lewis County Administrator:** Tina Helmick requests approval to hire the following for the Maintenance/Janitorial Department at an annual salary of $30,000.00: Patti Jo Gum, Patrick Lamb-Bodkin and Jeyy Lewis. A 90-day probationary period will be implemented; however, the waiting period for medical benefits will be waived. Patti Jo Gum will begin on November 1, 2026; Patrick Lamb-Bodkin and Jeyy Lewis will begin on October 16, 2026. (*action required)*
20. **Lewis County Sheriff:** Mickey Metz requests approval to advertise for a Court Security vacancy. (*action required)*
21. **Lewis County Sheriff:** Mickey Metz requests approval to advertise for a Process Server vacancy. (*action required)*
22. **State of West Virginia:** An agreement between the Department of Tourism and the Lewis County Commission on behalf of the Records Management and Preservation Board is presented to the Commission for approval. (*action required)*

23. **West Virginia Department of Agriculture:** Kent A. Leonhardt, Commissioner of Agriculture, presents the Lewis County Assessor's Certificate of Compliance. The West Virginia Department has certified that John Breen is in compliance with the 2026 Farm Census Requirements. According to West Virginia Code 7-7-6c he is entitled to receive 10% of his base salary in the amount of $5,877.80 (*action required)*
24. **Time Sheets, Leave Requests and Annual Leave Transfers:** Joseph Frazier (*action required)*

ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:

25. **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)*
26. **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)*
27. **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)*
28. **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:

29. **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

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:	October 8, 2026
9:00 a.m.	Moment of Silent Meditation --- Pledge of Allegiance Approval of Minutes: • October 1, 2026
9:30 a.m.	Open, review and read aloud bid submissions for the Cybersecurity Equipment Procurement

Items for Discussion / Action / Approval:

1. Review and approval of Metis Property Valuation Report – Statement of Values Form. * Pages 4-18

2. Approval and signature of a Federal Aviation Administration Outlay Report and Request for Reimbursement for Construction Programs at the Upshur County Regional Airport – Request No. 1 – Final - in the amount of ninety-eight thousand seven hundred forty-four dollars and ninety cents ($98,744.90). * Pages 19-27

3. Consider a letter of interest submitted by John Absher requesting appointment to the Safe Sites and Structures Enforcement Board as general public representative. There is currently one vacancy with a term expiration of June 30, 2028. * Pages 28-29

4. Appointment of Mark Cvechko to the Safe Structures and Sites Board as the technically qualified employee, effective immediately. * Page 30

5. Discuss expanding the home confinement program to allow for a part-time Chief Home Incarceration Supervisor and a part-time Home Incarceration Supervisor. Upon approval a budget revision will be prepared for the Home Confinement Budget (705) within General County. *
   Item may lead to Executive Session per WV Code §6-9A-4 (A) Under Separate Cover

6. Consider resignation of employee. *
   Item may lead to Executive Session per WV Code §6-9A-4 (A) Under Separate Cover

7. Approval of an advertisement for a full-time case manager for the 18th Judicial Circuit Community Corrections Program. Applications received by October 23rd will be initially reviewed; however, applications will be accepted until the position is filled. * Page 31

8. 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. Review Substantial Damage Determination, Identified Special Flood Hazard Area for Parcel 05-007H-0041-000 and appeal filed by the property owners on September 30, 2026. Discuss scheduling a hearing date, time and location, per the Upshur County Floodplain Ordinance Article VIII Section 8.1.* *Under Separate Cover*

2. Public Notice – Inspection & Test of Election Equipment for the November 3, 2026 General Election Page 32

3. LWCF Tennis Court Project – Progress Report for period 10/1/2025-9/30/2026 Pages 33-34

4. Correspondence from Roger A. Earle, Division of Land Restoration, with a Notice to Proceed for the John C. Allen Regional HUB Recreational Complex 2023 AMLER Project – TS Carpet Conveyor System Contract Only. Page 35

5. Correspondence from the Department of Homeland Security – Division of Corrections & Rehabilitation providing the WV Regional Jail and Correctional Facility monthly invoice for Upshur County for September, 2026. The invoice reflects 1,152 inmate days X the base per diem rate of $60.35 totaling $69,523.20. The August invoice totaled $76,282.40. This amount does not include credits and additional debits made during this period. Page 36

6. Correspondence from Deanna Sheets, WV State Property Tax Division Director, requesting information regarding the amount of money received as payments, or expected to be received as payments for the contributions in lieu of taxes in fiscal year 2026-2027. Completed Payments in Lieu of Property Taxes Questionnaire remitted on October 6, 2026. Pages 37-40

7. Freedom of Information Act request and fulfillment from Matt Bowyer regarding stream and wetland mitigation credits. Page 41

8. Lewis-Upshur Animal Control Facility Reports for the month of September, 2026. During this period, 93 animals were received by the facility.
   - Revenue Report
   - Account of Animals Report
   - Animal Control/Humane Officer Animal Report Pages 42-44

9. Public Notices:
   a) Newsletters and/or Event Notifications:

   b) Agendas and/or Notice of Meetings:

• 18th Judicial Circuit Community Corrections	October 5, 2026	Page 45
• Elkins Road PSD	October 6, 2026	Page 46
• Buckhannon-Upshur Airport Authority – Special	October 6, 2026	Page 47
• Safe Sites and Structures Enforcement Board	October 14, 2026	Pages 48-49

   c) Meeting Minutes:

***Dates and times of monthly board meetings are viewable at:**
www.upshurcounty.org -- Upcoming events are listed on the main page.

10. Appointments Needed or Upcoming:

- Mountaineer Trail Network:
  - immediate vacancy through June 30, 2028 to fill an unexpired term as landowner.
- Upshur County Safe Structures and Sites: immediate vacancy through June 30, 2028 (General Public/Community)

****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 tperry@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. ****

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)

September 24, 2026 - Review and approval of Perimeter Software Service Agreement effective August 26, 2026 at the cost of $9,000 for a year.

September 24, 2026 - Consider appointing the initial Board members to the John C Allen Hub Foundation, Inc. which shall consist of no fewer than five nor more than fifteen persons.

Next Regular Meeting of the Upshur County Commission
October 15, 2026 --- 9:00 a.m.
Upshur County Courthouse Annex
The Commission Meeting scheduled for October 29th has been CANCELLED

LEWIS-GILMER E-911 YEARLY TOTALS

CAD #	DATE 2026	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTALS
	LEWIS COUNTY													
15	LEWIS SHERIFF	355	373	523	477	423	543	578	440	464				4176
10	WESTON PD	148	162	174	225	223	319	304	262	338				2155
250	WVSP WESTON	158	182	274	231	210	217	270	212	339				2093
230	LEWIS NRP	13	15	17	30	31	20	36	23	13				198
208	LEWIS EMS	196	208	270	216	210	219	284	245	245				2093
201	WESTON FD	127	157	154	140	129	127	194	126	151				1305
202	JANE LEW FD	38	40	52	39	46	52	56	46	38				407
203	PRICETOWN FD	23	25	24	22	32	29	20	13	24				212
204	WALKERSVILLE FD	11	29	14	20	21	14	20	10	22				161
205	JACKSON MILL FD	16	21	16	17	24	19	31	16	15				175
206	MIDWAY FD	5	5	5	2	14	4	7	3	4				49
	ANIMAL CONTROL	18	22	31	23	20	37	28	30	27				236
	DOGS PICKED UP													0
	OTHERS PICKED UP													0
													Total	13260
	GILMER COUNTY													
104	GILMER SHERIFF	34	63	85	96	96	63	80	56	70				643
102	GLENVILLE PD	74	99	71	109	54	76	93	89	127				792
103	GSU PD	4	5	7	8	1	3	7	3	3				41
150	WVSP GLENVILE	40	42	50	39	41	27	39	32	34				344
130	GILMER NRP	9	10	7	9	0	1	0	3	2				41
175	GILMER EMS	98	80	78	73	88	83	110	88	93				791
101	GLENVILLE FD	36	23	35	20	41	22	37	35	36				285
105	NORMANTOWN FD	8	3	11	5	1	2	9	10	12				61
106	SAND FORK FD	23	11	28	13	16	16	26	19	23				175
107	CEDARVILLE FD	1	1	2	1	6	1	2	3	3				20
108	TROY FD	9	7	13	3	11	6	10	5	12				76
	ANIMAL CONTROL	0	0	0	0	0	0	2	0	1				3
													Total	3272
	Total by Month	1444	1583	1941	1818	1738	1900	2243	1769	2096	0	0	0	

DATE 2025 **********	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTALS
ZACH'S COUNTY	8	5	3	3	3	5	4	6	6				43
ZACH'S OWNER	2	7	5	2	2	3	8	3	6				38
ZACH'S SERVICE	4	4	2	4	4	2	2	2	3				27
ZACH'S TOTAL	14	16	10	9	9	10	14	11	15				108
A & S COUNTY	7	6	3	3	4	4	5	6	6				44
A & S OWNER	1	1	2	2	2	1	8	6	4				27
A & S SERVICE	4	3	2	4	4	2	8	2	3				32
A & S LARGE	1	1	2	2	2	1	2	1	2				14
A & S TOTAL	13	11	9	11	12	8	23	15	15				117
HITT'S COUNTY	8	5	4	2	4	4	4	6	6				43
HITT'S OWNER	0	2	0	4	4	1	1	0	0				12
HITT'S SERVICE	4	4	2	3	5	2	8	2	3				33
HITT'S TOTAL	12	11	6	9	13	7	13	8	9				88
LIPP'S COUNTY	8	5	3	3	4	4	5	6	6				44
LIPP'S OWNER	2	1	1	0	4	4	2	1	2				17
LIPP'S SERVICE	4	3	1	4	4	2	8	3	2				31
LIPP'S LARGE	2	1	1	3	1	2	1	2	1				14
LIPP'S TOTAL	16	10	6	10	13	12	16	12	11				106
TOLANDS COUNTY	8	5	4	2	4	4	5	6	6				44
TOLANDS OWNER	0	0	1	1	1	0	1	0	0				4
TOLANDS SERVICE	4	4	2	3	4	3	8	2	2				32
TOLANDS TOTAL	12	9	7	6	9	7	14	8	8				80
VALLEYCHAPEL COUNTY	8	5	3	3	4	4	5	VR	VR				32
VALLEY CHAPEL OWNER	2	0	0	0	1	4	1	VR	VR				8
VALLEY CHAPEL SERVICE	4	3	1	4	4	3	7	VR	VR				26
VALLEY CHAPEL LARGE	1	2	1	2	2	2	0	VR	VR				10
VALLEY CHAPEL TOTAL	15	10	5	9	11	13	13	VR	VR				76
LOVETT'S COUNTY	7	5	3	3	3	4	5	6	7				43
LOVETT'S OWNER	0	2	0	0	0	0	0	1	0				3
LOVETT'S SERIVCE	4	4	2	4	4	2	8	2	3				33
LOVETT'S TOTAL	11	11	5	7	7	6	13	9	10				79
GILMER COUNTY													
GLEN- AUTO COUNTY	0	0	0	0	0	0	0	0	0				0
GLEN- AUTO OWNERS	0	0	0	0	0	0	0	0	0				0
GLEN- AUTO SERVICE	0	0	0	0	0	0	0	0	0				0
GLEN- AUTO TOTALS	0	0	0	0	0	0	0	0	0				0
A and S COUNTY	4	2	6	4	8	3	6	11	10				54
A and S OWNERS	1	1	0	1	1	1	0	2	0				7
A and S SERVICE	4	2	2	5	1	2	8	2	4				30
A and S LARGE	0	1	0	1	0	1	0	0	1				4
A and S TOTAL	9	6	8	11	10	7	14	15	15				95

2026 LEWIS-GILMER E-911 TELETYPE REPORT

LEWIS		JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JULY.	AUG.	SEP.	OCT.	NOV.	DEC.	TOTAL
LC SHERIFF	10-27	97	280	197	191	189	144	184	122	107				1511
	10-28	98	236	182	187	158	110	113	124	111				1319
	III & CIB	89	150	181	132	49	42	58	45	28				774
	OTHER	23	21	40	36	25	31	20	12	24				232
	DVP	65	39	44	43	81	84	117	60	72				605
WESTON PD	10-27	19	56	42	42	38	31	41	30	26				325
	10-28	32	72	36	30	21	26	20	20	24				281
	III & CIB	0	3	16	10	13	11	17	3	0				73
	OTHER	5	8	3	2	14	3	6	0	7				48
	DVP	9	3	3	6	13	14	34	8	20				110
WVSP	10-27	28	66	53	41	38	20	35	21	14				316
	10-28	31	84	92	60	68	30	25	20	16				426
	III & CIB	7	29	16	0	6	4	11	0	7				80
	OTHER	6	7	12	0	1	3	3	1	3				36
	DVP	35	18	35	46	40	14	29	29	43				289
NRP	10-27	16	4	11	0	6	0	6	2	0				45
	10-28	12	7	6	0	1	3	2	0	0				31
	III & CIB	3	0	2	0	3	0	2	0	0				10
	OTHER	1	0	1	2	3	1	0	0	0				8
	DVP	3	0	1	2	2	1	8	2	5				24
PROSECUTOR	10-27	4	20	5	0	0	0	0	0	0				29
	10-28	0	0	0	0	0	0	0	0	0				0
	III & CIB	19	53	27	11	2	0	19	0	6				137
	OTHER	0	17	0	0	0	2	0	2	3				24
	DVP	0	0	0	0	0	0	1	0	0				1
PROBATION	10-27	1	10	7	0	0	0	0	0	0				18
	10-28	0	0	0	0	0	0	0	0	0				0
	III & CIB	12	8	10	0	0	0	3	3	4				40
	OTHER	2	15	1	0	0	3	0	0	0				21
	DVP	0	0	0	0	0	0	0	0	0				0
SWJS PARK	10-27	0	0	0	0	0	0	0	0	0				0
	10-28	0	0	0	0	0	0	0	0	0				0
	III & CIB	0	0	0	0	0	0	0	0	0				0
	OTHER	0	0	0	0	0	0	0	0	0				0
	DVP	0	0	0	0	0	0	0	0	0				0
FAMILY COURT	III & CIB	0	0	0	0	0	0	0	0	0				0
DAY REPORT	10-27	0	4	3	0	0	0	0	0	0				7
	10-28	0	0	0	0	0	0	0	0	0				0
	III & CIB	0	0	0	0	0	0	0	0	0				0
	OTHER	0	1	0	0	0	0	0	0	0				1
	DVP	0	0	0	0	0	0	0	0	0				0
										TOTAL TRANSACTIONS				6821

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

DAVID KELLY
COMMISSIONER

MICHAEL T BAYLOUS
CABINET SECRETARY

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

DISCOUNTED RATE FY27 LEWIS COUNTY
PO BOX 466
WESTON, WV 26452

Invoice Number: 91262365

Invoice Date: 10/2/2026 2:41:51 PM

Month of Service: September, 2026

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 Discounted Rate FY27 Lewis County for the month of September, 2026. 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: September

Number of Inmate Days: 887

Per Diem Rate: $60.35

Amount Due: September, 2026 $53,530.45

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

Public Service Commission of West Virginia

201 Brooks Street, P.O. Box 812
Charleston, West Virginia 25323

Phone: (304) 340-0300
Fax: (304) 340-0325

October 1, 2026

Lewis County Commission
110 Center Avenue
Weston, WV 26452

SUBJECT: Disbursement of Wireless E-911 Subscriber Fees

Dear President Stewart:

A check in the amount of $247,096.87 representing a disbursement of Wireless E-911 subscriber fees will be mailed directly from the West Virginia State Auditor's Office. This amount is your County's share of the fees remitted to the Public Service Commission for the months of July, August, and September, 2026. The next disbursement will be in three months.

I can be reached at our toll-free number, 1-800-344-5113, Extension 441, or direct at 304-340-0441, should you have any questions about the disbursement calculation or about the fees in general.

Sincerely,

Teresa Sheets
Budget & Finance Manager

TS/kdl

September 2026 MILEAGE REQUEST

UNIT LIC.

150 M. Metz / Vin. E03706 / 5194 – 25 TRK 9190

151 M. Cayton / Vin. A32097 / 5122- 25 SUV 21762

152 Z. Lopez / Vin.B88022 / 5191- 25 SUV 18453

153 B. Hendershot / Vin. C19510 / 4913 – 23 SUV 22401

154 D. Shipman / Vin. A42304 / - 21 SUV 64714

155 R. Masters / Vin.A48451 / 1241 – 22 SUV 79293

155 R. Masters / Vin. C25194

156 H. Smith / Vin. C62863 / 1234 – 20 SUV 62591

157 I. Forinash / Vin. A42305 / - 21 SUV 82972

158 H. Lipps / Vin. B45931 / - 26 SUV 3335

159 L. Patterson / Vin. B29979 / 3841 – 22 SUV 68924

160

170 C. Kirkpatrick / Vin. 7235 / – 25 SUV 17384

171 T. Lafever / Vin. B04451 / 21 SUV 83304

171 T. Lefever / Vin. A18031 21 SUV 77215

172 E. Linger / Vin. A18030 / 1232 – 20 SUV 83468

173 J. Jenkins / Vin. 572421 / 741-503A - 21 JEEP 87189

174 R. Bush / Vin. 179324 / 4287 – 17 JEEP 55910

175 D. Cayton / Vin. 568479 / 6LB-698 – 17 JEEP 76442

1500 Dep. Reserves / Vin. 319897 / 3258 – 14 CHARGER 53837

Spare - Vin. 106494 / 3929 – 18 INTERCEPTOR 85611

Spare – Vin. I06495 / 3930 – 18 INTERCEPTOR 81466

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

Thank You

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

Memorandum of Understanding

The Berkeley County Sheriff's Department and the Lewis County Commission entered into a mutual agreement of understanding whereby the Berkeley County Sheriff's Department provided law enforcement and security services in support of Lewis County during the catastrophic flooding event that occurred in July 2026. Due to the severity of the disaster and the resulting public safety concerns, Berkeley County personnel assisted with security operations and related emergency response efforts to help protect residents, property and critical infrastructure during the recovery period.

This assistance was provided in the spirit of interagency cooperation and mutual aid, demonstrating the commitment of both agencies to ensuring public safety and supporting neighboring communities during times of emergency.

Berkeley County Representative

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

Memorandum of Understanding

The Mineral County Sheriff's Department and the Lewis County Commission entered into a mutual agreement of understanding whereby the Mineral County Sheriff's Department provided law enforcement and security services in support of Lewis County during the catastrophic flooding event that occurred in July 2026. Due to the severity of the disaster and the resulting public safety concerns, Mineral County personnel assisted with security operations and related emergency response efforts to help protect residents, property and critical infrastructure during the recovery period.

This assistance was provided in the spirit of interagency cooperation and mutual aid, demonstrating the commitment of both agencies to ensuring public safety and supporting neighboring communities during times of emergency.

MCSO #5

Mineral County Representative

OFFICE OF THE SHERIFF

State of West Virginia
SHERIFF OF MARION COUNTY
PO Box 1348
Fairmont, West Virginia 26555-1348
(304) 367-5300 Law Enforcement Division
(304) 367-5310 Tax Office
(304) 367-5307 Record Division

Roger D. Cunningham
Sheriff

Joseph N. Carpenter
Chief Deputy

To: Lewis County Commission
From: Sheriff Roger D. Cunningham, Marion County Sheriff's Department
Re: Mutual Agreement of Understanding
Date: October 1, 2026

The Marion County Sheriff's Department and the Lewis County Commission entered into a mutual agreement of understanding whereby the Marion County Sheriff's Department provided law enforcement and security services in support of Lewis County during the catastrophic flooding event that occurred in July 2026. Due to the severity of the disaster and the resulting public safety concerns, Marion County personnel assisted with security operations and related emergency response efforts to help protect residents, property, and critical infrastructure during the recovery period.

This assistance was provided in the spirit of interagency cooperation and mutual aid, demonstrating the commitment of both agencies to ensuring public safety and supporting neighboring communities during times of emergency.

Roger D. Cunningham
Marion County Sheriff

Hampshire County Sheriff and Treasurer's Office

Sheriff Nathan J. Sions

66 N. High St. Rm# 203, Romney, WV 26757

Sheriff's Office:
Steven L. Haines, Chief Deputy
Carolyn Bean, Office Administrator

Treasurer's Office:
Shirley Trimble, Chief Deputy

Law Enforcement Division
(304) 822-3894-Phone
(304) 822-8494-Fax

Treasurer Division
Phone (304) 822-4720
Fax (304) 822-3025

www.hampshirecountysheriffwv.com

October 1, 2026

Memorandum

To: Lewis County, WV Commission

From: Nathan J. Sions
Sheriff

Re: Flood Recovery Assistance Security

Per request of the Lewis County, WV Sheriff's Office, the Hampshire County Sheriff's Office provided two law enforcement deputies to assist Lewis County during flood recovery efforts between the dates of July 26, 2026 and July 30, 2026.

/cc/: File

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

Memorandum of Understanding

The Kanawha County Sheriff's Office and the Lewis County Commission entered into a mutual agreement of understanding whereby the Kanawha County Sheriff's Office provided law enforcement and security services in support of Lewis County during the catastrophic flooding event that occurred in July 2026. Due to the severity of the disaster and the resulting public safety concerns, Kanawha County Sheriff's Office personnel assisted with security operations and related emergency response efforts to help protect residents, property and critical infrastructure during the recovery period.

This assistance was provided in the spirit of interagency cooperation and mutual aid, demonstrating the commitment of both agencies to ensuring public safety and supporting neighboring communities during times of emergency.

Joseph H. Crawford, Kanawha County Sheriff

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

Memorandum of Understanding

The Monongalia County Sheriff's Department and the Lewis County Commission entered into a mutual agreement of understanding whereby the Monongalia County Sheriff's Department provided law enforcement and security services in support of Lewis County during the catastrophic flooding event that occurred in July 2026. Due to the severity of the disaster and the resulting public safety concerns, Monongalia County personnel assisted with security operations and related emergency response efforts to help protect residents, property and critical infrastructure during the recovery period.

This assistance was provided in the spirit of interagency cooperation and mutual aid, demonstrating the commitment of both agencies to ensuring public safety and supporting neighboring communities during times of emergency.

M.A. Pake

Monongalia County Representative

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

October 05, 2026

West Virginia Department of Health
Central Finance Unit
One Davis Square, Suite 100 East
Charleston, WV 25301

Attn: Steven A. Semenik / Danny W. Thompson

RE: Invoice Request for Appropriated Funds – SB 250 (2026 Legislative Session) – Fund 0407, Appropriation 13000 Lewis County Commission INVOICE

Dear Mr. Semenik and Mr. Thompson:

Pursuant to the appropriations included in the Legislature's completed 2026 budget bill (SB 250), the Lewis County Commission is eligible to receive $1,000,000 from the Department of Health's Current Expenses Fund (Fund 0407, Appropriation 13000) as of July 1, 2026. This letter serves as our formal invoice requesting disbursement of these funds.

Remit To: Lewis County Commission
Remit Address: 110 Center Avenue, Weston, WV 26452
wvOASIS Vendor Profile – Lewis County Commission
Vendor ID: Lewis Co Commission 000000211994
Invoice Number: 556000338
Invoice Date: October 13, 2026
Amount Requested: $1,000,000.00
Fiscal Year: FY 2027 – Period of Performance beginning July 1, 2026
Description of Use: New Hospital

We certify that the recipient's name and remit address listed above exactly match our wvOASIS vendor profile, that we are established as an EFT vendor with the Department of Administration, and that the funds will be used as described in accordance with SB 250. Please process this invoice at your earliest convenience. If you have any questions or require additional documentation, please contact our office. Thank you for your assistance.

Respectfully submitted,

_____

Agnes Queen
Title: President, Lewis County Commission
Date: October 13, 2026

Lewis County Sheriff's Department

M.E. Metz, Sheriff

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

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

October 07, 2026

To: Lewis County Commission

From: Sheriff Mickey E. Metz

As you may know, our current Process Server, Randal Bush will be retiring on **October30, 2026**. I respectfully request that we move forward with the hiring process of his replacement as soon as possible. With that being said we also request that we post for full-time position for Court security. The reason for this is that Lester Bleigh who is currently Court Security is also interested in applying for the Process Server position also. Lester is the most qualified individual for this position due to his knowledge and experience from filling in for the Process Server at times when Randy was off. I would like to request if Lester would be selected, if his current salary as Court Security could be carried over to that position, and start the Court Security position at its starting salary of 30k.

Thank You,

Sheriff Mickey E. Metz
Lewis County Sheriff's Department

Patrick Morrisey
Office of the Governor

September 24, 2026

The Honorable Agnes Queen, President
Lewis County Commission
110 Center Avenue
Weston, West Virginia 26452

Dear President Queen:

It is my pleasure to announce a Records Management and Preservation Board grant award of $15,000 to provide improvements for the office of the Lewis County Circuit Clerk. Archives and History Director Aaron Parsons of the West Virginia Department of Tourism will be in contact with you soon regarding this project, which may commence on July 1, 2026.

I am confident the funds will be put to good use to improve the management and preservation of the county's records for the benefit of its citizens. Thank you for your efforts to enhance access to the public records of Lewis County.

Sincerely,

Patrick Morrisey

Patrick Morrisey
Governor

cc: Kyle M. Campbell

STATE OF WEST VIRGINIA

Agreement between the
Department of Tourism, West Virginia Culture Center
Building 9, 1900 Kanawha Blvd East, Charleston, WV 25305
For and on behalf of Archives and History
For and on behalf of the Records Management and Preservation Board
and the Lewis County Commission, 110 Center Ave, Weston, WV 26452

This AGREEMENT is made and entered into this the **1st day of July 2026** by and between the State of West Virginia, the Department of Tourism, the Records Management and Preservation Board, and the County Commission, hereinafter referred to as GRANTEE.

WHEREAS, the West Virginia Department of Tourism is expressly authorized by Article 1, Chapter 29 of the *Code* of West Virginia, One Thousand Nine Hundred Thirty-One, as amended, on behalf of the Records Management and Preservation Board, in the exercise of its lawful duties, to administer state funds appropriated through the West Virginia Legislature from the public records and preservation revenue account to be granted by the Records Management and Preservation Board to county government entities participating in the County Records Management and Preservation Grant Program, Title 100 CSR1; and

WHEREAS, the GRANTEE submitted a request for funds to support a records project under the County Records Management and Preservation Grant Program, which the Records Management and Preservation Board approved on February 13, 2026, to provide the GRANTEE, as per Number 3 of this Agreement, and/or any provisos thereto stipulated by the Records Management and Preservation Board and agreed to by the GRANTEE.

NOW, THEREFORE, the parties hereto mutually agree as follows:

1. The West Virginia Department of Tourism and the GRANTEE agree to cooperate in the implementation of the records management and preservation project referenced above, and in compliance with Records Management and Preservation Board rules, regulations, and policies.

2. The term of this project shall be for the fiscal year **July 1, 2026, through June 30, 2027,** or through completion of the project, whichever comes first.

3. The West Virginia Department of Tourism agrees to grant to the GRANTEE the sum of $15,000, and the county must provide a cash match of at least ten percent (10%) of all grant funds expended. The Records Management and Preservation Board award must be expended as follows:

> **Circuit Clerk, $15,000,** this is a continuation of past/current grants. For personnel costs to scan and index domestic/civil case files 1993-1997/2010-2012, criminal case files 1993-1996, and domestic violence case files 2010-2012 into the CourtsPlus/valut system for E-file access.

4. The GRANTEE certifies that it has the required cash-matching capabilities as submitted

in its referenced grant application.

5. The West Virginia Department of Tourism only agrees to transfer funds to reimburse the grantee on a quarterly basis for eligible expenditures in the referenced grant as provided in the Grant Management Packet (Invoice and supporting documentation).

6. The GRANTEE agrees to comply with all applicable federal, state, and county laws, rules, regulations, and policies, including but not restricted to purchasing and competitive bidding rules and procedures for purchases of equipment, services, and hiring or employing staff or contract workers, promulgated thereunder.

7. The GRANTEE hereby represents that it possesses the legal authority to contract for this Agreement, as per copy of the resolution, motion, or similar action which was clearly adopted by the County Commission; and further, that it has directed and authorized the official representative to act in connection with this Agreement.

8. The GRANTEE agrees to submit quarterly Project Status Reports, Project Financial Expenditure Status Reports, supporting documentation, and forms. The Final Report is due within 90 days of completion of the grant project.

9. The GRANTEE agrees to provide Government Pricing for goods and services, to maintain accurate records in accordance with generally accepted accounting principles and procedures, and to comply with requirements of the Single Audit Act of 1984 and OMB Circular A-128, in connection with the referenced grant.

10. The GRANTEE agrees to obtain prior approval from the director of Archives and History, as staff to the Records Management and Preservation Board, for any amendment to the scope of work, products, budget, or reporting requirements.

11. It is the understanding of all parties to this Agreement that the West Virginia Department of Tourism, by joining in this Agreement, does not pledge, or promise to pledge, the assets of the State of West Virginia, and does not promise to pay any part of the contract sum provided in this agreement from the monies of the Treasury of the State of West Virginia, except such monies as shall be appropriated by the West Virginia Legislature.

12. The GRANTEE shall hold and save the West Virginia Department of Tourism and its officers, agents, and employees harmless from liability of any nature, including cost and expense, for or on account of any suits or damages of any character whatsoever resulting from injuries or damages sustained by any persons or property resulting in whole or in part from the negligent performance or omission of any employee, agent or representative of the GRANTEE.

13. This Agreement may be terminated with the consent of both parties or by either party because of non-performance by the other. Such termination must be in writing, and GRANTEE must submit a final report, on the form provided in the Grant Management Packet, documenting work performed and expenditures incurred during the term of the Agreement. If there is no correspondence from the GRANTEE by July 1, 2027, the grant will be closed by the GRANTOR. GRANTEE must request grant extensions in writing to the Director on or before April 1st of the grant year. The request must demonstrate a good faith effort to conduct and make progress on the project for which the RMPB funds were made available; include a statement explaining and providing justification for failure to complete the project; and provide a written schedule and explanation for completion of the project within the period of time requested, this being no later than December 31, 2027 of the calendar year the grant was to have been completed. A county which receives a grant for the forthcoming fiscal year may not request an extension on the current fiscal year's grant.

IN WITNESS WHEREOF, the parties hereto attach their signatures, representing that each is acting with full authority.

_____ _____

President of the County Commission Date

_____ _____

Aaron Parsons, Director, Archives & History Date

_____ _____

Kayla Kessinger, Cabinet Secretary
of the West Virginia Department of Tourism Date

West Virginia Department of Agriculture
Kent A. Leonhardt, Commissioner
Amie Minor-Richard, Deputy Commissioner

ASSESSOR'S CERTIFICATE OF COMPLIANCE

TO THE HONORABLE COUNTY COURT OF LEWIS COUNTY

The Assessor of Lewis County, John L. Breen, has completed the Farm Census of 2026 and has satisfactorily complied with the requirements of the Farm Statistics Law. He is, therefore, eligible to receive compensation from the County Court according to Chapter 7, Article 7, Section 6C of the New Code of West Virginia.

Kent A. Leonhardt

Commissioner of Agriculture

mailing address: 1900 Kanawha Blvd. East, Charleston, WV 25305-0009
telephone: 304-558-3550 • fax: 304-558-2203

www.agriculture.wv.gov
In accordance with federal and state laws, the West Virginia Department of Agriculture is prohibited from discrimination in its program and services on the basis of race, color, religion, sex, age, national origin or ancestry, disability (including blindness), medical condition, marital status, veteran status, and political affiliation.