



**City of Weston, WV**  
**Regular Session City Council Meeting**  
**Lewis County Court House**  
**Monday, June 7<sup>th</sup>, 2021, at 6:00 p.m.**

Call In# - (415) 762-9988

Meeting ID: 482 656 4989

Pass Code: 269

**AGENDA**

Full Agenda Packets Available on [www.CityofWestonwv.com](http://www.CityofWestonwv.com)

- 1) Call to Order/Moment of Silence
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Approval of Minutes
  - A) Regular Session – May 3<sup>rd</sup>, 2021
  - B) Special Session – May 11<sup>th</sup>, 2021
  - C) Special Session – May 24<sup>th</sup>, 2021
- 5) Presentations: None
- 6) Receive and File Reports of City Boards, Commissions and Outside Agencies
  - A) Reports
    - i) **Weston Cemetery Board**
      - Next Meeting – July 12th, 2021 at 9:00 a.m.
    - ii) **Historic Landmarks Commission**
      - Next Meeting – June 10th 2021 at 5:30 p.m.
      - May 13th, 2021 minutes included in packet.
    - iii) **Weston Planning Commission**
      - Next Meeting May 12th 2021 at 4:30 p.m.
    - iv) **Boards of Parks and Recreation**
      - Next Meeting – June 18th,2021 at 2:00 p.m.
      - May 21st, 2021 minutes included in packet.
      - April 16th, 2021 minutes included in packet.
    - v) **Lewis County EDA Authority**
      - Next Meeting – May 4th, 2021
    - vi) **Weston Fine Arts Council – (Not Active)**
    - vii) **Weston Urban Renewal Authority – (Not Active)**
    - viii) **Board of Zoning Appeals – (Still Forming)**
    - ix) **Municipal Appeals Boards- (Still Forming)**
  - B) Known Vacancies to be Filled
    - i) **Weston Fine Arts Council - (4)**
    - ii) **Weston Urban Renewal Authority – (3)**
    - iii) **Boards of Zoning Appeals – (1)**
      - Approve Mackenzie Murphy application (attached)
    - iv) **Municipal Appeals Board – (3)**
      - Approve Application for Betty Brooks
    - v) **Weston Fairs & Festivals Committee – (5)**
      - Received Application from Betty Brooks (on hold)
    - vi) **Codes Appeal Board – (5) (Not active)**
- 7) Sanitary Board of Director Report
- 8) Department Reports

- A) Finance
  - i) Suttle & Stalnaker CPA Monthly Financial Report
    - Budget Revision Timelines for End of Year and Beginning of Year
    - Future Role of Suttle and Stalnaker
- B) Street Department
  - May Report
- C) Police Department
  - May Report
  - Recognition of Promotion Officer Minney
  - Cameras for Downtown Main Avenue
- D) Fire Department
  - May Report
  - Fire Department Promotion
- E) Building/Code/Zoning Report
  - May Report
  - Burnt Structures and Dilapidated Houses Update
- F) City Attorney
  - May Report
  - Surplus Equipment Ordinance Update
- G) City Clerk
  - May Business Licenses Issued Report
- H) City Manager Report
  - Special Meetings Proposed for June 10<sup>th</sup> and June 22<sup>nd</sup>
  - WV Corp Insurance Presentation
  - Mid Avenue Slip Boring Presentation
  - Temp Hire Update
- 9) Old Business
  - A) Advertisement of Assistant Building Inspector Position (Approve/Deny/Table)
  - B) New Police Hire Budget Modification (Approve/Deny/Table)
  - C) Approve Posting 15MPH Speed Limit Signs on Locust and Cottage Ave
- 10) New Business
  - A) Municipal Judge Ordinances (Second Reading)
  - B) Park Rules Ordinances (Second Reading)
  - C) 2 Hour Parking Side Street Ordinance (First Reading)
  - D) Residency Requirement for Appointed Employees (First Reading)
  - E) American Rescue Plan Agreement (Approve/Deny/Table)
  - F) Fireman Promotions and Wage Scales
  - G) July 4<sup>th</sup> Red, White, Blue Lighting on Outside of House Support for the First Responders, Police Department, Fire Department Resolution (Approve/Deny/Table)
- 11) Visitors Section (5 Minute Time Limit)
- 12) Reports of City Council
- 13) Adjourn

Meeting Management Guidelines

- Regular meeting agendas will be posted and available to the public before closure two (2) days prior to the meeting.
- Person wishing to address City Council must register at least fifteen (15) minutes before meeting.
- Agenda items may require an executive session motioned per WV Code 6-9A-4.
- All votes are unanimous unless otherwise stated.
- Roberts Rule of Order is utilized as a guide for all Weston City Council meetings.

#### **4. Approval of Minutes**



Weston City Council  
Regular Council Meeting  
Minutes

Lewis County Courthouse  
117 Center Avenue  
Weston, WV 26452  
May 3<sup>rd</sup>, 2021  
6:00 p.m.

**PRESENT:** Mayor Kim Harrison-Edwards, Councilpersons Sherry Rogers, Randy Bohan, Debbie Gump, Herb Curtis. City Manager Nate Stansberry, Interim City Clerk Judy Piercy, City Attorney Bryan Bailey, Police First Sargent Drew Lotus, Chief Jimmy Suttle, Street Foreman Tyler Strader, Building/Code/Zoning Enforcement Mike Starett and Sanitary Board of Director Dee Evans.

**CALL TO ORDER/MOMENT OF SILENCE:** Mayor Harrison-Edwards called the meeting to order at 6:00 p.m.

**PLEDGE OF ALLEGIANCE:** Mayor Harrison-Edwards ask to stand for the Pledge of Allegiance.

**APPROVAL OF MINUTES:** Councilwoman Sherry Rogers made a motion seconded by Councilman Randy Bohan to accept the minutes from Regular Session – April 5<sup>th</sup>,2021, Special Session April 20<sup>th</sup>, 2021 and April 27<sup>th</sup>, 2021. Motion carried.

**PRESENTATION:** Victoria Stansberry, Lewis County Blueprint Coordinator explained to council about the National Endowment of the Humanities Grant. The request was for approval to apply for the grant which was another funding opportunity for the Columbia Club. This would be the third grant to be used to stabilize the building and eventually phase the use into a multipurpose Cultural and Humanity Center for the City and County. The funding amount is \$200,000 with no match involved. Mayor Harrison-Edwards ask if it is a one-time grant or could we reapply. Victoria Stansberry informed council that it was a one-time grant. Councilwoman Sherry Rogers inquired about the deadline for submission and May 14<sup>th</sup>, 2021 is the deadline. Councilwoman Debbie Gump ask if this money could be used for the matching part of the other grant. Victoria Stansberry said that yes it could be applied to that. Councilman Herb Curtis made a motion seconded by Councilman Randy Bohan. Motion carried.

**REPORTS:**

**WESTON CEMETERY BOARD:** Next meeting will be July 12<sup>th</sup>, 2021 at 9:00 a. m. at the City Municipal Building.

**HISTORIC LANDMARKS COMMISSION:** No updates. The next meeting will be May 13<sup>th</sup>, 2021 at 5:30 p.m. at the City Municipal Building.



**WESTON PLANNING COMMISSION:** No updates. The next meeting will be May 12<sup>th</sup>, 2021 at 4:30 p.m. at the City Municipal building.

**BOARDS OF PARKS AND RECREATION:** Minutes were not included for April 16<sup>th</sup>, 2021. The next meeting will be May 21<sup>st</sup>, 2021 at 2:00 p.m. at the City Municipal Building.

**LEWIS COUNTY EDA AUTHORITY:** Minutes in packet from prior meeting. Next meeting will be May 4<sup>th</sup>, 2021.

**WESTON FINE ARTS COUNCIL:** Not active.

**WESTON URBAN RENEWAL AUTHORITY:** Not active.

**BOARD OF ZONING APPEALS:** Still forming.

**MUNICIPAL APPEALS BOARD:** Still forming.

**KNOW VACANCIES LOOKING TO BE FILLED:**

**WESTON FINE ARTS COUNCIL:** Four Vacancies.

**WESTON URBAN RENEWAL AUTHORITY:** Three Vacancies.

**BOARDS OF ZONING APPEALS:** Councilwoman Sherry Rogers made a motion seconded by Councilman Randy Bohan to approve David Gump for the Boards of Zoning Appeals. Motion carried. One Vacancy.

**MUNICIPAL APPEALS BOARD:** Three Vacancies.

**WESTON FAIRS & FESTIVALS COMMITTEE:** Five Vacancies.

**CODES APPEAL BOARD:** Five Vacancies.

**SANITARY BOARD OF DIRECTOR REPORT:** Report in packet.

**DEPARTMENT REPORTS:**

**FINANCE:** City Manager Nate Stansberry received the report from Suttle & Stalnaker today with meeting on the first Monday it is difficult to obtain figures. City Manager Nate Stansberry brought to council attention that the sales tax was the lowest it has been. At some point Suttle & Stalnaker and myself will be performing an audit on the sales tax. The pension is completely caught up with contributions and working on reimbursements from Steel & Oak. At our regular session on June 7<sup>th</sup>, 2021 Ryan Mink from Suttle & Stalnaker hopefully will be joining the meeting to go over "rainy day



fund". Mr. Mink will answer any questions council may have and give a financial overview. Councilman Herb Curtis wanted to know if we are looking forward to working with Suttle & Stalnaker or what was the future plan. City Manager Nate Stansberry responded that he was pushing through this with the intent they will give direction and an outline for bringing a financial manager later on.

**STREET DEPARTMENT:** Report in packet.

**POLICE DEPARTMENT:** Report in packet.

**FIRE DEPARTMENT:** Report in packet.

**BUILDING/CODE/ZONING REPORT:** Report in packet. Building/Code/Zone Enforcement Officer Mike Starett ask to have a discussion on Burnt Structures and Dilapidated Houses. Building/Code/Zoning Enforcement Officer Mike Starett informed council that we have two houses on South Main both landowners will sign over to this individual for tearing down. However, the amount of money to tear the house funding is the issue for this individual. If the City could possibly help with the tipping fee the houses can be tore down for around \$5000.00 per house vs. \$15,000.00 each house. Also, the same situation with the house by CVS the landowner will sign over the property to the individual. Building/Code/Zoning Enforcement Officer will get 3 bids and report back to council. Councilwoman Debbie Gump commented that she as well as other council members, citizens would like to see them tore down but we are setting precedence for others. Building/Code/Zoning Enforcement Officer Mike Starett replied having insurance coverage with debris removal on the property we would not need to help the landowner. Councilwoman Debbie Gump ask if a timeline would be given and if he would inspect. Building/Code/Zone Enforcement Officer Mike Starett thought that 30 days would be a fair amount of time for removal of the structure he would inspect the property after it is tore down. City Manager Nate Stansberry and Building/Code/Zone Enforcement Officer Mike Starett will prepare a proposal with all stipulations and bring to the council for approval. Mayor Harrison-Edwards ask if we had a possibility to recoup any of the money. City Manager Nate Stansberry recouping any of the money is not likely. We can discuss further in the special session.

**CITY ATTORNEY:** City Attorney Bryan Bailey informed council that we will be discussing the City Park rules and ordinances further into the meeting. City Attorney emailed his contact who is doing the codification of the city code. We are looking for ordinances in existence in the year 2019-2020. The time period of six months was given to get codified into a working book. City Attorney Bryan Bailey along with City Manager Nate Stansberry and Building/Code/Zone Enforcement Officer Mike Starett discussed Burnt Structures and Dilapidated Houses. Mayor Harrison-Edwards wanted to know the status of the draft for the charter. City Manager Nate Stansberry thought we would finish up the traffic



ordinance and process the charter towards the end. Mayor Harrison-Edwards stated it should preface what they are working on now and have it completed by the time they are finished.

**CITY MANAGER REPORT:** City Manager Nate Stansberry thanked City Attorney for his services it was nice having a city attorney in the building. We made a lot of progress last month as a staff, maybe not seen by the public but a lot behind the scenes. City Manager Nate Stansberry gave his upcoming vacation days in May and June for council approval. City Manager Nate Stansberry stressed he is on vacation but he will have his phone with him at all times.

City Manager Nate Stansberry gave an update on the Transportation Scope Discussion. City Manager Nate Stansberry, Mayor Harrison-Edwards and Councilwoman Debbie Gump met Friday with the Parks Director and the Blue-Print Community Leader. The Parks will be going in their own direction. City Manager Nate Stansberry spoke with Cindy Whetsell they are targeting the sidewalk in front of the courthouse for the project. Councilwoman Debbie Gump shared her thoughts on the phase approach. City Manager Nate Stansberry thought that is the approach we need to take looking at sidewalks and lighting improvements. We will be working together for the phase one downtown master plan with a letter of intent.

City Manager Nate Stansberry invited council and their families to the staff picnic on July 18<sup>th</sup>, 2021 at the Lewis County Park.

Councilwoman Debbie Gump made a motion seconded by Councilman Randy Bohan to approve all department reports. Motion carried.

#### **OLD BUSINESS:**

Councilwoman Sherry Rogers made motion seconded by Councilman Herb Curtis to go into executive session at 7:13 p.m. City Manager Nate Stansberry ask for a ten-minute limit if possible.

Councilwoman Debbie Gump made a motion seconded by Councilman Randy Bohan to exit out of executive session at 7:21 p.m.

Councilman Herb Curtis made a motion for the pay increase to the Street Department based on the Fiscal Year 2021/2022 Levy estimate effective May 1<sup>st</sup>, 2021. Councilman Herb Curtis rescinded his motion for the pay increase.

Councilman Herb Curtis made a motion seconded by Councilman Randy Bohan for pay increase to the Street Department based on the Fiscal Year 2021/2022 Levy estimate effective May 1<sup>st</sup>, 2021 with performance evaluation for each employee. Motion carried.

Councilwoman Debbie Gump made a motion seconded by Councilman Randy Bohan to approve Mid Avenue slip boring by CEC in the amount of \$8,900.00. Motion carried.



**NEW BUSINESS:**

Councilwoman Sherry Rogers made a motion seconded by Councilman Randy Bohan to approve to open new bank account for the Community Development Committee. Motion carried.

Councilwoman Debbie Gump made a motion seconded by Councilwoman Sherry Rogers to approve to open a new bank account for the COVID Funding stipulated per federal guidelines. Councilman Randy Bohan opposed the motion. Motion carried.

Councilwoman Sherry Rogers made a motion seconded by Councilman Randy Bohan to approve advertising for mowing bids of city lots. Motion carried.

Councilwoman Sherry Roger made a motion seconded by Councilwoman Debbie Gump to table the approval/deny of the park rules. The council will discuss in special session meeting. Motion carried.

City Manager Nate Stansberry explained that we are taking bids for the Reap Grant and it will be advertised as a class two legal. City Manager Nate Stansberry will bring to council whatever bids received for approval. Councilwoman Sherry Rogers made a motion seconded by Councilman Randy Bohan to approve bid advertising for the Reap Grant. Motion carried.

City Manager Nate Stansberry opened the discussion letting council know that the city is paying overtime for manpower to close a street. City Manager Nate Stansberry ask council for their opinion on charging a fee for the permit itself. Councilman Randy Bohan commented that the closure is usually for a couple hours and we need to plan accordingly. Councilwoman Sherry Rogers opinion was it showed our community involvement and support without a charge. Councilwoman Debbie Gump also thought it was our service to the community.

Councilman Randy Bohan made a motion seconded by Councilwoman Sherry Rogers to approve the 911 Agreement for the Fiscal Year 2021-2022. Mayor Harrison-Edwards informed that no change was made to the agreement. Motion carried.

Councilwoman Sherry Rogers made a motion seconded by Councilman Randy Bohan to advertise for a summer intern at \$10.00 per hour not to exceed the sum of \$5000.00 for the summer. Motion carried.

Councilman Randy Bohan would like to have ward meeting to discuss drug and criminal activities as well as vandalism. Due to the Covid the Neighborhood Watch could not meet. This will bring awareness to the community and get their help. Councilman Herb Curtis and Councilman Randy Bohan will be doing their wards together and Councilwoman Sherry Rogers and Councilwoman Debbie Gump will be doing their wards together. Councilman Randy Bohan and Council Herb Curtis meeting will be on May 14, 2021 at 6:00 p.m. The location will be determined continue to check the City's website and Facebook.

**CHAPTER 28 CITY TRAFFIC CODE (FIRST READING):**

Councilman Herb Curtis made a motion seconded by Councilman Randy Bohan for the first reading of Chapter 28 City Traffic Code by title only. Motion carried.



Interim City Clerk read the Chapter 28 City Traffic Code first reading by title only.

Councilman Herb Curtis made a motion seconded by Councilman Randy Bohan to approve the reading of the Chapter 28 City Traffic Code first reading by title only. Motion carried.

**EAST 7<sup>TH</sup> STREET ORDINANCE (FIRST READING):**

Councilwoman Debbie Gump made a motion seconded by Councilwoman Sherry Rogers for the first reading of the East 7<sup>th</sup> Street Ordinance by title only. Motion carried.

Interim City Clerk read the East 7<sup>th</sup> Street Ordinance first reading by title only.

Councilman Herb Curtis made a motion seconded by Councilman Randy Bohan to approve the East 7<sup>th</sup> Street Ordinance first reading by title only. Motion carried.

**MAIN STREET 2 HOUR PARKING (FIRST READING):**

Councilman Herb Curtis made a motion seconded by Councilwoman Sherry Rogers for the first reading of Main Street 2 Hour Parking by title only. Motion carried.

Interim City Clerk read the Main Street 2 Hour Parking first reading by title only.

Councilwoman Debbie Gump made a motion seconded by Councilwoman Sherry Rogers to approve the Main Street 2 Hour Parking first reading by title only. Motion carried.

**VISTORS SECTION:** No one signed up to speak.

**REPORTS OF CITY COUNCIL:**

**MAYOR HARRISON-EDWARDS:** Mayor Harrison-Edwards thanked everyone for being patient during the lengthy meeting.

**COUNCILWOMAN SHERRY ROGERS WARD I:** Councilwoman Sherry Rogers let everyone know the beautification will be meeting next Monday at 5:30 p.m. at the West Fork Eatery. Councilwoman Sherry Rogers attended all special session meetings, boards and committee meetings and worked with the Health Department. Councilwoman Sherry Rogers informed that she spent several days talking with the citizens in her ward. The citizens talked about some issues and some complaints. Praises were given for Street Department for the City Clean Up and Code Enforcement for having people cleanup around their houses, mow lawn. Councilwoman Sherry Rogers thanked council for the support proclamation provided for the Lewis County High School Minute Maids going to states. It is very important to support our youth. Councilwoman Sherry Rogers thanked the teacher and the coaches for supporting the youth providing more than education.



**COUNCILMAN RANDY BOHAN WARD II:** Councilman Randy Bohan ask everyone to take this opportunity to get the word out for the Neighborhood Watch. We need to get these little hot spots cooled down so the same people and neighborhoods are not enduring this night after night give some peace of mind. Councilman Randy Bohan gave his explanation for opposing the vote for putting money in a new bank account. Every federal program comes with a price by putting money in a special bank account to monitor it. They are wanting to rezone, recalculate and distribute people throughout the communities. The government is turning single family areas into multiple family areas. By putting this money in a special bank account it will be monitored and if we do not do as they say they will take the money they allotted to us. Councilman Randy Bohan thanked everyone for coming out.

**COUNCILWOMAN DEBBIE GUMP WARD III:** Councilwoman Debbie Gump thanked everyone for coming out and appreciated the interjections and input giving the city support. Councilwoman Debbie Gump appreciated everyone who participated in the trash clean up. Councilwoman Debbie Gump is very excited about the Transportation Alternative Grant which has a lot of perspective for what we want to do with our downtown. I think it will impact what our people in our community are trying to do. Councilwoman Debbie Gump thanked Anna Cardelli and Ashley Montgomery for making a difference to our community. With so many vacancies on our committee's people can get involved and be apart of the improvement. Councilwoman Debbie Gump commented how excited we are for the 24hour police coverage we have been waiting a long time for.

**COUNCILMAN HERB CURTIS WARD IIII:** Councilman Herb Curtis thanked everyone for coming out to the meeting. Councilman Herb Curtis shared that he had friends to come to Weston who hasn't been here for some time they thought how nice the city was looking compared it to several years ago. Councilman Herb Curtis thought we are pulling together, programs going on, more organized, structured from internal to dilapidated houses. Councilman Herb Curtis thanked everyone for doing a great job.

**ADJOURNMENT:**

Councilman Herb Curtis made a motion seconded by Councilman Randy Bohan to adjourn at 8:26 p.m. Motion carried.



Attest:

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Mayor, Kim Harrison-Edwards

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Interim City Clerk, Judy Piercy



Weston City Council

Special Session

May 11<sup>th</sup>, 2021

Minutes

**Present:** Mayor Kim Harrison-Edwards, Councilpersons Sherry Rogers, Randy Bohan, Debbie Gump, Herb Curtis. City Manager Nate Stansberry, Interim City Clerk Judy Piercy, City Attorney Bryan Bailey, Chief Josh Thomas and Building/Code/Zoning Enforcement Mike Starett.

**Call to Order/Moment of Silence:** Mayor Harrison-Edwards called the meeting to order at 5:00 p.m.

**Pledge of Allegiance:** Mayor Harrison-Edwards ask to stand for the Pledge of Allegiance.

**Memorial Day Parade Insurance:** Councilwoman Sherry Rogers made a motion seconded by Councilwoman Debbie Gump to allow the Memorial Day Parade to be covered under the City's Insurance Policy. Motion carried.

**Chapter 28 City Traffic Code (Second Reading) by title only:** Councilwoman Debbie Gump made a motion to have the second reading of Chapter 28 City Traffic Code by title only. The motion received a second from Councilman Randy Bohan. Motion carried. Interim City Clerk read Chapter 28 City Traffic Code by title only. Councilman Herb Curtis made a motion, seconded by Councilman Randy Bohan to approve the second reading of the Chapter 28 City Traffic Code by title only. Motion carried. The first reading by title only of the Chapter 28 Traffic Code was May 3, 2021. The approval of this second reading by title only enacts the Chapter 28 City Traffic Code as of May 11, 2021.

**East 7<sup>th</sup> Street Ordinance (Second Reading) by title only:** Councilwoman Sherry Rogers made a motion to have the second reading of the East 7<sup>th</sup> Street Ordinance by title only. The motion received a second from Councilman Randy Bohan. Motion carried. Interim City Clerk read the East 7<sup>th</sup> Street Ordinance by title only. Councilman Herb Curtis made a motion, seconded by Councilman Randy Bohan to approve the second reading of the East 7<sup>th</sup> Street Ordinance by title only. Motion carried. The first reading by title only of the East 7<sup>th</sup> Street Ordinance was on May 3, 2021. The approval of this second reading by title only enacts the East 7<sup>th</sup> Street Ordinance as of May 11, 2021.



**Main Avenue 2 Hour Parking (Second Reading) by title only:** City Attorney Bryan Bailey conveyed to council that this ordinance only deals with Main Avenue only. The side streets will be done separate at the next regular session meeting. Councilman Herb Curtis ask if in this ordinance did we have the language to cover side streets since the signage is already up. City Attorney Bryan Bailey we will have the ordinance for side streets at the next regular session meeting. Councilwoman Debbie Gump made a motion to have the second reading of Main Avenue 2 Hour Parking by title only. The motion received a second by Councilman Randy Bohan. Motion carried. Interim City Clerk read the Main Avenue 2 Hour Parking by title only. Motion carried. The first reading by title only of the Main Avenue was on May 3, 2021. The approval of this second reading by title only enacts the Main Avenue 2 Hour Parking as of May 11, 2021.

**Municipal Court Ordinance (First Reading) by title only:** City Attorney Bryan Bailey informed council that they will be talking about personnel consider executive session. Councilwoman Debbie Gump made a motion seconded by Councilwoman Sherry Rogers to go into executive session at 5:13 p.m. Motion carried. Councilwoman Sherry Rogers made a motion seconded by Councilman Randy Bohan to exit executive session at 5:33 p.m. Motion carried. Councilwoman Sherry Rogers made a motion to have the first reading by title only of the Municipal Court Ordinance. The motion received a second from Councilman Randy Bohan. Motion carried. Interim City Clerk read the Ordinance by the City of Weston Creating a Municipal Court Judge; City Clerk will no longer be Judge of the Police Court/Municipal Court Judge; Municipal Court shall have a Clerk and Ordinance to Appoint Jim Terango as Municipal Court Judge for the City of Weston by title only. Councilwoman Debbie Gump made a motion seconded by Councilwoman Sherry Rogers to approve the first reading of the Municipal Court Ordinance by title only. Motion carried.

**SJMH Letter of Support:** Mayor Harrison-Edwards informed council the Chief Officer Kevin Stalnaker reached out to her for a letter of support as well as other government agencies and organizations to go along with the certificate for the new hospital being proposed behind Walmart. City Manager Nate Stansberry along with Mayor Harrison-Edwards met with Mr. Stalnaker to discuss the move out of city limits. City Manager Nate Stansberry expressed that the meeting was a positive meeting. Mr Stalnaker will let the board know that the City of Weston would like to meet and submit a proposal to annex the hospital into the city. City Manager Nate Stansberry will be looking into what the City of Weston can provide the hospital to annex in, such as tax credits, maintain the road. City Manager Nate Stansberry made the recommendation to write the letter of support. Councilman Randy Bohan stated that we have a mutual need for each other. Councilwoman Debbie Gump a motion to support the Stonewall



Jackson Hospital in their endeavor building the new facility out at Staunton Drive by agreeing to write a letter of support. The motion received a second from Councilman Randy Bohan. Motion carried.

**Harm Reduction Letter of Support:** Mayor Harrison-Edwards informed council that the support letter was a request from Crystal Lough RN at the Lewis County Health Department. Councilman Randy Bohan expressed three concerns he had in writing a letter of support. Councilman Randy Bohan's first concern was the Health Department should not be providing service from outside the county in any situation. If this service is not provided for other counties we will not have people coming to Lewis County for the sole purpose of getting needles. The second concern is giving an amount of needles then they need to turn that amount back in before getting more needles. The exchange of needles need to be tracked. Councilman Randy Bohan stated he thought trackers were on the needles. Mayor Harrison-Edward commented that she also believed they were tracked. Councilman Bohans third concern was with this program it is not a right it is a privilege. In order to participate in this privilege it should be mandatory compliance with blood testing to track diseases. This is a good way to keep track for First Responders, Medical Employees, EMS and Law Enforcement. Mayor Harrison-Edwards indicated that the Aids/Hepatitis has lowered remarkably in Lewis County since the inception of this program. The Health Department is required by Legislature to gather these letters of support to continue the program. Councilwoman Sherry Rogers stated that this is somewhat of a protection for our First Responders, Law Enforcement, EMS and Fire Fighters. Councilwoman Debbie Gump commented that unfortunately it's the time we live in with addiction and issues during the pandemic it is a lot worse. We do have a need for the program and we have to look for the good it is doing. Councilwoman Debbie Gump made a motion seconded by Councilwoman Sherry Rogers for support of the Lewis County Health Harm Reduction Letter of Support. Councilman Randy Bohan cast the descending vote. Motion carried.

**Adjournment:**

Councilwoman Sherry Rogers made a motion seconded by Councilman Randy Bohan to adjourn at 5:56 p.m. Motion carried.



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Mayor, Kim Harrison-Edwards

Attest:

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Intermin City Clerk, Judy Piercy



**Weston City Council  
Special Session  
May 24<sup>th</sup>, 2021  
Minutes**

**PRESENT:** Mayor Kim Harrison-Edwards, Councilpersons Sherry Rogers, Randy Bohan, Debbie Gump, Herb Curtis. City Manager Nate Stansberry, Interim City Clerk Judy Piercy, City Attorney Bryan Bailey, Chief Josh Thomas, Street Foreman Tyler Strader, Building/Code/Zoning Enforcement Mike Starett and Sanitary Board of Directors Dee Evans.

**CALL TO ORDER/MOMENT OF SILENCE:** Mayor Harrison-Edwards called the meeting to order at 6:07 p.m.

**PLEDGE OF ALLEGIANCE:** Mayor Harrison-Edwards ask to stand for the Pledge of Allegiance.

**CITY COUNCIL REPORTS ON NEIGHBORHOOD WATCH:** Councilwoman Debbie Gump and Councilwoman Sherry Rogers expressed the meeting went well and to schedule another meeting for the fall. The citizens expressed different issues from street signs to vandalism. The Citizens appreciated the Police being seen out more, and the need for cameras in the downtown area. Councilman Randy Bohan and Councilman Herb Curtis also expressed the meeting went well and the need for a meeting in the fall. The citizens expressed needs for street signs, speed limit signs and the drug issues on Broad Street. City Manager Nate Stansberry added that we need to publicize sooner. The location of the meeting at the Masonic Temple was very nice. City Manager Nate Stansberry agreed with council we need to schedule another meeting in the fall.

**APPROVE/DENY TABLE TRANSPORTATION ALTERNATIVE GRANT APPLICATION:** City Manager Nate Stansberry explained he submitted two intents to apply for the grant. With one focusing on the design of the River Front Park gearing towards the center trail head in developing a trail in the park in the future. This will be presented that way to the Transportation Alternative Program. The second focus will be the design of our gate ways downtown sidewalks and lighting improvements. Councilwoman Sherry Rogers told the intent of the entire council was to start at main street and work out. City Manager Nate Stansberry commented as we get into the designing process we can determine what, where and how we would like it completed.

**BURNT STRUCTURES APPROVAL TO ACQUIRE PROPERTY:** Building/Code/Zoning Enforcement Officer Mike Starett updated council on the individual wanting to tear down the burnt structures. Even with the City's help with the tipping fee the individual does not have the funds to tear down. The burnt structures/land can be given to us by the landowners. After getting them in to our hands we can put them out for bids to have the structure tore down. Building/Code/Zone Enforcement Mike Starett went on to say after tearing down we can start the process of trying to sell and recoup some of our money, but we will not get 100% of it back. Mayor Harrison-Edwards ask where the properties were located. Building/Code/Zoning Enforcement Officer gave location as two on South Main and one beside the CVS store. Councilwoman Sherry Rogers made a motion seconded by Councilwoman Debbie Gump allowing



the City Employee's to check into the necessary steps in acquiring the three burnt properties. Motion carried.

**POLICE DEPARTMENT COVERAGE:** Chief Thomas briefed council that the orders for potential deployment have not been given at this time, but the dates will be October 2021 to January 2022. With only five officers we will lose three-night shifts. Chief Thomas gave option one as reduce the coverage, option two rotate calls during the night. We might want to consider a possibility looking into help from the State Police. Councilwoman Sherry Rogers ask to hire a person for the police department. Chief Thomas explained the testing procedure and the training class is completely full but need to decide for enrollment in the next class.

**STREET DEPARTMENT:** Councilwoman Sherry Rogers expressed that need stop sign and speed limit signs through the city. Councilwoman Sherry Rogers ask about the speed limit if it was not posted. City Attorney Bryan Bailey will be looking into the process of the speed limit and having it posted.

**STREET SWEEPER OR CLEANING:** City Manager Nate Stansberry provided council with an update with a quotation for a new street sweeper. City Manager Nate Stansberry explained that it could be set up in payment plan of 5 to 7 years or a leasing option. City Manager Nate Stansberry will be setting up a demo with their own instructor. After the demo City Manager Nate Stansberry would like to see the charge for cleaning the rest of Main Street so it will be cleaned entirely.

**CITY PARKS MAINTENANCE:** Councilwoman Sherry Rogers let council know that Willow Park needs attention. Street Foreman Tyler Strader informed council that the renters of the apartment building park along the roadside so it hard to get it mowed. Councilwoman Sherry Rogers thought the signs were still up posting no parking on Fridays 7 a.m. to 2 p.m. Street Foreman Tyler Strader will try to mow on Wednesday and Friday to get it completed. City Manager Nate Stansberry added if we get parttime help for mowing it will be done weekly.

**PAVING AND PATCHING SCHEDULE:** Street Foreman Tyler Strader informed council that he would be starting with Ward 4 and ending at Ward 1. The Street Department will be patching and or black topping the water cuts first.

**CITY ATTORNEY BRYAN BAILEY/PARK ORDINANCE (FIRST READING BY TITLE ONLY):** City Attorney Bryan Bailey made council aware of the Parks and Receptions meeting on May 21,2021 to adopt the rules for the parks with Bryans recommendation of wording and adding words.

Councilwoman Sherry Rogers made a motion seconded by Councilman Randy Bohan to read the first reading of the Park Ordinance by title only. Interim City Clerk read the first reading of the Park Ordinance by title only. Councilwoman Sherry Rogers made a motion seconded by Councilman Randy Bohan to approve the first reading of the Park Ordinance by title only. Motion carried.

**CITY MANAGER NATE STANSBERRY UPDATES:**



**REAP GRANT UPDATE:** City Manager Nate Stansberry let council know that to advertise for the bid we must do it as a Class 2 Legal and they would like to approve it before it goes out for publication. City Manager Nate Stansberry will bring whatever bids we receive to the council for approval. Councilwoman Sherry Rogers made a motion seconded by Councilman Randy Bohan to approve advertising for the REAP grant. Motion carried.

**COVID FUNDING MEETING REPORT:** City Manager Nate Stansberry had a meeting in Flatwoods with Senator Manchin's staff, Region Seven and JB McCuskey State Auditor. After presenting their information they took all our questions and were to get back with us no response as of today. We do not have the guidelines for spending of the money at this point. Councilwoman Debbie Gump ask if we can post that we do not have guidelines on the spending of the money its not a wish list fund.

**PART TIME MOWING JOB POSITION POSTING (SUMMER HELP):** City Manager Nate Stansberry let council know that we advertised for the contracting mowing for city lots. The budget has been allocated for summer help in July 2021. Councilwoman Sherry Rogers requested to hire a summer temp to help with the mowing and other duties needed for Street Foreman Tyler Strader. City Manager Nate Stansberry will review the minutes of discussion on mowing. Councilwoman Debbie Gump ask if the contracted mowing would also include houses that needed mowed as well. Councilwoman Sherry Rogers would like to hire a summer temp to help Street Foreman Tyler Strader. Council Herb Curtis expressed that we need to have these bids out in January instead of last minute. City Manager Nate Stansberry will have the hiring of the summer temp for the next regular session or special session whichever comes first.

**STAFF PICNIC – JULY 18<sup>TH</sup>, 2021:** City Manager Nate Stansberry invited council and their families to attend the staff picnic. It will be a potluck dinner with City Manager Nate Stansberry providing meat. We have booked the Lewis County Park along with the pool from 7:00 p.m. to 9:00 p.m.

**PERSONNEL:**

**ASSISTANT FOR CODE ENFORCEMENT/BUILDING INSPECTOR POSITION:** Building/Code/Zoning Enforcement Office Mike Starett expressed to council the need of an assistant. As we move forward with the burnt structure's I will be involved in the project. I need someone to get the warnings out on the door, check the streets and grass. There will be no inspects at this time. We will need to get certification for the building code. Mayor Harrison-Edwards ask for Building/Code/Zoning Enforcement Officer the time frame for his certifications. Building/Code/Zoning Enforcement Officer answered to Mayor Harrison-Edwards that he has until August 22, 2022. Councilwoman Debbie Gump as to future of bringing the building code up to date that will require a lot for Building/Code/Zoning Enforcement Officer Mike Starett. Councilwoman Sherry Rogers ask if this could be placed on the next agenda with action. City Manager Nate Stansberry will have it on the agenda for further discussion and action available to be taken.



**STREET DEPARTMENT:** Councilwoman Sherry Rogers informed council the Street Department would be watering the flower boxes, flower boxes on the bridge and the hanging baskets. Councilwoman Sherry Rogers ask if they had the equipment to do so and suggested water back packs. Councilwoman Shery Rogers let council know that they have volunteers to water on the weekend. Also, if the Street Department could focus on Main Avenue and Bank Alley for the weeds.

**CITY MANAGER ROLE:**

Councilwoman Sherry Rogers made a motion seconded by Councilwoman Debbie Gump to go into Executive Session @ 7:07 p.m.

Councilwoman Sherry Rogers made a motion seconded by Councilman Randy Bohan to exit executive session at 7:50 p.m.

**ADJOURNMENT:**

Councilwoman Sherry Rogers made a motion seconded by Councilman Herb Curtis to adjourn at 7:51 p.m. Motion carried.

Attest:

\_\_\_\_\_  
Mayor, Kim Harrison-Edwards

\_\_\_\_\_  
Interim City Clerk, Judy Piercy

## **5. Presentations**

**6. Receive and File Reports of City Boards, Commissions, and Outside Agencies**



**MINUTES OF THE MAY 13<sup>TH</sup>, 2021 MEETING OF  
WESTON HISTORIC LANDMARKS COMMISSION**

The May 13<sup>th</sup>, 2021 meeting of the Historic Landmarks Commission was called to order at the Weston Municipal Building at 5:00 p.m. by President Anna Cardelli. In attendance were Mayor Kim Harrison-Edwards, Brian McClain and Rebecca Jordan Gleason. Joining via teleconference Councilwoman Sherry Rogers, Ashley Montgomery and Bruce Adler.

**APPROVAL OF MINUTES:**

Rebecca Jordan Gleason made a motion seconded by Bryan McClain to approve April 8<sup>th</sup>, 2021 meeting minutes.

**TREASURE'S REPORT:**

The balance in the checking account is \$3397.91 minus the payment for Robert Kidd Library in the amount of \$330.00 for the Weston Democrat archival.

Rebecca Jordan Gleason made a motion seconded by Bryan McClain to remove prior signatories from the Weston Historic Landmarks Commission checking account at the United Bank, 202 Main Avenue, Weston, WV 26452.

Rebecca Jordan Gleason made a motion seconded by Bryan McClain to add City Manager Nate Stansberry and President Anna Cardelli to the checking account of the Weston Historic Landmarks Commission at the United Bank, 202 Main Avenue, Weston, WV 26452.

**HUMANITIES COUNCIL GRANT UPDATE:**

Rebecca Jordan Gleason, Edward Gleason and Anna will be meeting to finalize the exhibits. After completion will get to everyone for approval. Cleo is coming along but pictures needed of the houses. The placement of the Henry Flanders Cabin sign was sent to the library no response at the time.

**HUMANITIES COUNCIL SMITHSONIAN "CROSSROADS" PROJECT:**

Anna informed that the final training was May 12<sup>th</sup>, 2021 with a training scheduled in August on how to set up the exhibits. Anna touched bases on the script for the play and needing actors.



**COLUMBIA CLUB:**

Anna reported that we have submitted several grants for the Columbia Club. The grants will be used for restoration of the building.

**STREET SIGNS:**

Councilwoman Sherry Rogers shared information of the no parking and parking with disabilities ordinance are in the process of becoming ordinances. Also, the street signs were being fabricated and were purchased locally.

**BANK ALLEY UPDATE:**

Jessie Corlis is still working on cleaning and highlighting the wall to get it sealed and preserve it for as long as possible. He is sending some recommendations for the windows on the optometrist side.

**NEW BUSINESS:**

**AMERICORPS:**

Anna informed that possibly in June 2021 we will know the status on the grant.

**GRANTS:**

Rebecca Jordan Gleason reported that the Women Suffrage Grant has been completed and approved. They would like to do a ribbon cutting ceremony possibly on July 2<sup>nd</sup> or 3<sup>rd</sup>, 2021.

**MAIN STREET PROJECT:**

Councilwoman Sherry Rogers informed that the flowers boxes with the flowers will be completed around noon on Friday 14<sup>th</sup>, 2021 and be placed on Main Avenue. They flowers were purchased locally.

**TRANSPORTATION ALTERNATIVE:**

Mayor Harrison-Edwards informed us that Councilwoman Debbie Gump came up with a natural core base plan which consists of lighting, sidewalks, the entry ways into town and the Main Avenue section. Mayor Harrison-Edwards and City Manager Nate Stansberry have met with Jim Cristy from CEC Engineering. Mr. Cristy is working on the master plan for Main Avenue.



**STRATEGIC PLAN:**

Anna touched base about the grants that are being done we need to be on the same page since they do overlap each other.

**PARKING LOT SIGNAGE:**

Interim City Clerk informed an estimate for the sign has not been received but the company Kirby Built thought it would be within next.

**ADJOURNMENT:**

Rebecca Jordan Gleason made a motion seconded by Bryan McClain to adjourn at 5:55 p.m.

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President, Anna Cardelli



MINUTES OF THE APRIL 16<sup>TH</sup>, 2021 MEETING OF  
BOARDS OF PARKS AND RECREATIONS

The April 16<sup>th</sup>, 2021 meeting of the Boards of Parks and Recreations was called to order at 2:10 p.m. In attendance Connie and John Riffle, City Manager Nate Stansberry and Sanitary Board of Director Dee Evans.

**REPAIR AND MAINTENANCE OF LIVELY PARK:** John mentioned that Lively Park he thought has been mowed twice already. John let us know about a building located at the park that is for water hookup and the City should have the key.

**REPAIR AND MAINTENANCE OF WILLOW PARK:** Connie was not certain if the picnic tables and benches held up from last year. John wanted to know if the Street Department was mowing Willow Park this year as they did last year along with picking up the trash. City Manager Nate Stansberry let John know that the Street Department would be picking up trash.

**REPAIR AND MAINTENANCE OF POLK CREEK PARK:** Connie expressed that she would like to get the electric turned on and an outlet installed. Connie stated that a neighbor of the park lets them hook onto their electric when they have a movie night. Connie will check with the Health Department to see if they can open the porta-potty this year. Sanitary Board of Director Dee Evans will have some one come and clean it out. Connie thought the park could also use more picnic tables. Connie went over the procedure if someone wanted to use the park. Park usage is first come first serve bases at no cost.

**OLD BUSINESS:** Connie and John would like the rules to be voted on by the council then into ordinances so they can enforce the rules. Connie went over a few of the rules and informed us that Mayor Harrison-Edwards had a copy of the rules.

**PUBLIC COMMENTS:** No comments.

**MEETING DATE:** May 21<sup>st</sup>, 2021 at 2:00 p.m. at the Weston Municipal Building.

**ADJOURNMENT:** Sanitary Director Dee Evans made a motion seconded by Connie Riffle to adjourn at 3:14 p.m.



MINUTES OF THE MAY 21<sup>ST</sup>, 2021 MEETING OF  
BOARDS OF PARKS AND RECREATIONS

The May 21<sup>st</sup>, 2021 meeting of the Boards of Parks and Recreations was called to order by Mayor Kim Harrison-Edwardes. In attendance Connie and John Riffle, City Manager Nate Stansberry, City Attorney Bryan Bailey, Sanitary Board Director Dee Evans.

Sanitary Board Director Dee Evans made a motion seconded by John Riffle to move repair and maintenance of Lively Park to last of the parks for Robert Weaver to arrive and discuss Lively Park. Motion carried.

**REPAIR AND MAINTENANCE OF LIVELY PARK:**

Robert Weaver presented his review and assessment of Lively Park along with photos. Robert Weaver talked about a tree that needed replaced and a possibly a tree to be removed. The fence along the alley has a cable wire it will need to be more visible. Still issues with dogs in the park and owners not cleaning up after their pets. Mayor Harrison-Edwardes would like to see the bushes out of the seating area and placed elsewhere. Robert Weaver offered to doing a landscape drawing to make the park more appealing to use. City Manager Nate Stansberry ask him to do that.

**REPAIR AND MAINTENANCE WILLOW PARK:**

City Manager Nate Stansberry informed that the Street Department did mow Willow Park. The City is putting out bids to mow the parks which will be helpful getting them mowed on a regular schedule. Mayor Harrison-Edwardes was concern by a wooden structure that looked unsafe closer to the river. City Manager Nate Stansberry will have someone look at it.

**REPAIR AND MAINTENANCE OF POLK CREEK PARK:**

Mayor Harrison-Edwardes told John Riffle that she had a board to replace the one that was broken on the ship at park. Connie Riffle is going to check with Stonewall Jackson Hospital to see about the remaining grant money from the hospital. Connie and John Riffle wanted to know if Mike Ross has been contacted about the bottom flat. Sanitary Director Evans talked with J.W. McCarty's Services and it would be cheaper to have them service the porta-potty which includes putting the right chemicals and the correct amounts. City Manager Nate Stansberry added that the long-term goal would be to have a regular restroom.



**NEW BUSINESS:**

Connie Riffle would like to an outlet at the bottom of the light pole so they can use it when needed. Sanitary Board of Directors Dee Evans going to speak with someone to see if he could do the hookup for the park.

Mayor Harrison-Edwards thought American Water would do a water bottle filling station at one time. John Riffle would check with the Lewis County Park to see if they would have a water fountain not in use. Connie Riffle brought up that she is getting notified that grants are out there for small projects.

**OLD BUSINESS:**

City Attorney Bryan Bailey went over the park rules and suggested some wording changes. Connie Riffle made a motion seconded by John Riffle to recommend to City Council the Park Rules with amendments made by City Attorney Bryan Bailey. Motion carried.

Connie Riffle would like for the police to just drive around the loop when they are out towards the Polk Creek Park. She thought if we show awareness then maybe the people who are doing the drugs and tearing up things will move on. City Manager Nate Stansberry stated he will talk to the City Police to do the loop when they are in the area.

**PUBLIC COMMENTS:** John Riffle wanted to thank whom ever got the junk car out of the way. People can park along the side easily.

**ADJOURNMENT:**

Sanitary Director Dee Evans made a motion seconded by Connie Riffle to adjourn the meeting at 2:57 p.m.

# COUNTY COMMISSION OF LEWIS COUNTY

110 Center Avenue  
Weston, WV 26452  
Phone: (304)269-8200  
Fax: (304)269-2416

Email: [lewiscountycommission@lewiscountywv.org](mailto:lewiscountycommission@lewiscountywv.org)  
Website: [lewiscountywv.org](http://lewiscountywv.org)



**COMMISSIONERS:**  
**ROD WYMAN**  
President  
**AGNES G. QUEEN**  
Commissioner  
**BOBBY STEWART**  
Commissioner

110 Center Avenue, 2<sup>nd</sup> Floor  
Weston, WV 26452  
May 25, 2021  
Meeting Agenda

## 1. SILENT MEDITATION AND PLEDGE OF ALLEGIANCE

2. 10:00 AM Call Meeting to Order

3. 10:05 AM John Breen, Lewis County Assessor

**RE:** Exonerations, Consolidations, Apportionments

Draft copies will be available for review on Friday, May 21, 2021

*(action required)*

## APPOINTMENTS

4. 10:10 AM Proclamation Honoring The Lewis County Community Educational Outreach Service (CEOS)

The Lewis County Commission will be asked to execute a proclamation honoring The Lewis County Community Educational Outreach Service. *(action required)*

5. 10:15 AM Mon General Hospital Discussion Regarding the newly proposed Stonewall Jackson Memorial Hospital

Representatives from Mon General Hospital will discuss the newly proposed Stonewall Jackson Hospital with the Lewis County Commission and answer any questions about the project. *(information only)*

6. 10:30 AM Steve Byers, Lewis County Firefighters Association

Mr. Byers will present the signed Mutual and Automatic Aid Agreement for the Lewis County Fire Service. This will replace the prior agreement that was executed on May 17, 2012. *(information only)*

7. 10:35 AM            **James Gum, Lewis Gilmer E911 Director/Lewis County Office of Emergency Management Director**  
Mr. Gum requests permission to advertise for vacant telecommunicator positions. In addition, he requests the County Commission issue a Request for Proposal for a Computer Aided Dispatch (CAD) system for the E911 Center.  
*(action required)*

#### CORRESPONDENCE

8. **Upshur County Commission Meeting Agenda:** The Upshur County Commission May 20, 2021 Meeting Agenda is presented for review. *(information only)*
9. **West Virginia Public Service Commission Receipt of Protest for the West Virginia American Water Rate Increase:** The West Virginia Public Service District is in receipt of the Lewis County Commission's protest letter against the requested West Virginia American Water rate increase. This letter will be entered on the docket and lodged in the formal case file. *(information only)*
10. **West Virginia State Auditor Monthly Distribution of Public Utility and IRP Fees:** Lewis County has received \$90,937.50 in IRP and Public Utility Fees for the month March. The general county portion is \$29,541.25. Last month the county received \$ \$493,712.13. *(information only)*
11. **Jane Lew Public Service District May 13, 2021 Meeting Agenda:** The May 13, 2021 Jane Lew Public Service District Meeting Agenda is presented for review. *(information only)*
12. **Lewis County Legislative Citation:** The West Virginia House of Delegates presents Lewis County with a Legislative Citation honoring the County Commission, county elected officials and county employees for their service during the COVID 19 pandemic. *(information only)*

#### BUSINESS

13. **Board(s) and Committee(s) Reports:** The Lewis County Commission will give report(s) on any board(s) or committee(s) meetings attended: COVID Conference Calls; Vaccination Clinic; NACo Community , Economic and Workforce Development Committee Conference Call; Lewis County Fire Board; Meeting with the Directors at WVU Jackson's Mill; Appalachian Oddities Ribbon Cutting; County Commissioner's Association of West Virginia Board Meeting; American Recovery Plan Informational Meeting; E911 CAD system demonstration; Lewis County Firefighter's Association; 26<sup>th</sup> Judicial Community Corrections; Emergency Meeting to address COVID 19 courthouse campus protocol; Blueprint Committee; North Central Regional Airport; Lewis County Chamber of Commerce Open House; Region VII Planning and Development Council; Lewis County Park Board. *(information only)*
14. **Lewis County Seasonal Maintenance Employee:** Josh Hinchman, Lewis County Park Director, requests permission to hire Amanda Hager as a seasonal temporary office/manager at the rate of \$11.00. The Lewis County Commission will consider this request. *(action required)*

**15. West Virginia Department of Health and Human Services Community Work Engagement**

**Program Contract:** The Lewis County Commission has previously entered into a Community Work Engagement Program contract with the West Virginia Department of Health and Human Services. This allows those needing community service hours to work for the county. In the past, contracts for both the Lewis County Park and Lewis County Courthouse campus have been executed. The County Commission will be asked to enter into these contracts for the coming fiscal year. *(action required)*

**16. Timesheets/Annual or Sick Leave Requests**

None

**ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:**

**17. 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 Friday, May 21, 2021. *(action required)*

**18. 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 Friday, May 21, 2021. *(action required)*

**19. 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 Friday, May 21, 2021. *(action required)*

**20. Expenses for the Current Period Presented for Consideration of Payment:** Draft copies will be available for review upon request Friday, May 21, 2021. *(action required)*

**ADJOURNMENT:**

**21. 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.

*THE LEWIS COUNTY COMMISSION WILL HOLD A WORK SESSION AT 11:00 AM WITH REGION VII PLANNING AND DEVELOPMENT COUNCIL TO DISCUSS WHAT REGION VII DOES.*

*THE LEWIS COUNTY COMMISSION WILL HOLD A WORK SESSION AT 1:00 PM WITH THE LEWIS GILMER E911/ LEWIS COUNTY OFFICE OF EMERGENCY MANAGEMENT DIRECTOR AND ASST. DIRECTOR TO DISCUSS OFFICE MANAGEMENT.*

## 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: May 20, 2021

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance  
Approval of Minutes:  
• May 6, 2021

### Items for Discussion / Action / Approval:

1. Approval of Request to Appoint the Sheriff of Upshur County as the Administrator of the Estate of Wesley Wayne Depoy, deceased. \*
2. Approval and signature of Oath and Certificates for the personal property books and real land books. \*  
*Under separate cover*
3. Approval and signature of the WV Department of Homeland Security Emergency Management Division/HS SAA Homeland Security Grant Program Request for Reimbursement in the amount of \$5,423 for period October 16, 2019 through May 1, 2021. These funds have been utilized to make upgrades to the Emergency Operations Center. \*
4. Review and signature of correspondence to Ryan Halsey, Project Manager, enclosing Community Development Block Grant – Small Cities Block Grant Request for Payment for the Elkins Road PSD Phase III Water System Improvements in the amount of \$123,802.33. This is for Request for Funds #20. \*
5. Approval and signature of the Section 125 Flexible Benefit Plan Adoption Agreement by and between American Fidelity Assurance Company. \*
6. Acceptance, approval and signature of the U.S. Department of the Treasury Coronavirus Local Fiscal Recovery Fund Award Terms and Conditions and Assurances of Compliance with Title VI of the Civil Rights Act of 1964. \*
7. Approval of “Requests for Bids” and Minimum Vehicle Specifications for two new AWD Sport Utility Vehicles for the Upshur County E911 Communication Center and Upshur County E911 Addressing and Mapping. Sealed proposals must be received no later than 4:00 p.m. on June 15, 2021 at the Administrative Annex located at 91 West Main Street, Suite 101. Proposals received by the deadline will be publicly opened, reviewed and read aloud by the Commission at 9:15 a.m. on Thursday, June 17, 2021. \*
8. Correspondence from Thanna Wentz requesting reappointment to the Upshur County Youth Camp Board, effective June 1, 2021. Upon approval, Ms. Wentz’s new term will expire on May 31, 2027. \*

9. Approval of employment of Buckhannon-Upshur Recreational Park Assistant Managers, effective May 16, 2021. \*  
*Item may lead to Executive Session per WV Code §6-9A-4 (A)* Under separate cover
10. Approval of employment of additional Buckhannon-Upshur Recreational Park Staff, effective May 16, 2021. \*  
*Item may lead to Executive Session per WV Code §6-9A-4 (A)* Under separate cover
11. Correspondence from Cheyenne Troxell, 26th Judicial Circuit Community Corrections Day Report Center Program Director, requesting the employment of Cody Hannah as full-time Case Manager for the Lewis County office, effective May 24, 2021. \*  
*Item may lead to Executive Session per WV Code §6-9A-4* Under separate cover
12. Consider Resignation of Employee \* Under separate cover  
*Item may lead to Executive Session per WV Code*
13. Approval of granting leave under the Family and Medical Leave Act\* Under separate cover  
*Item may lead to Executive Session per WV Code §6-9A-4*
14. 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, Remote Work Request(s).

For Your Information:

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

1. Frontier Communications Corporation, et al. – Notice of (I) Entry of Confirmation Order, (II) Occurrence of Effective Date, and (III) Related Bar Dates
2. United States of America Federal Energy Regulatory Commission – Notice of Intent to Prepare a Supplemental Environmental Impact Statement and Notice of Schedule for Environmental Review for the Proposed Atlantic Coast Pipeline Disposition and Restoration Plan and Supply Header Project Restoration Plan – issued May 4, 2021
3. Notice of Public Hearing of the Council of the City of Buckhannon and of Proposed Adoption of Ordinance by the Council of the City of Buckhannon – Ordinance No. 451 -- Public Hearing will be held on June 3, 2021 at 7 p.m. at Buckhannon City Hall
4. Correspondence from Maureen Lewis, WV Secretary of State Administrative Law Division, requesting the filing of a list of all Public Service Districts (PSD's) and their current board members along with the board member's term of office by July 1, 2021.
5. State of West Virginia Legislative Citation Recognizing County Officials and Personnel as Essential Workers
6. Correspondence from Carrie L. Wallace, County Administrator, expressing the Upshur County Commission's support of the Hodgesville PSD Water System Improvements Project.

7. Press release announcing a grant award made to the Lewis-Upshur Animal Control Facility in the amount of \$7,500 by Petco Love. Funds will be utilized to obtain emergency veterinarian care for animals that are in need of medical attention when brought to the facility by the Animal Control Officer or surrendered by owner.
  
8. Upshur County E911 Communication Reports – April, 2021 Under separate cover
  - Monthly Department Summary Report
  - Monthly Wrecker Report
  - YTD Wrecker Report
  
9. Upshur County Mileage Reports – April, 2021
  - Upshur 911
  - Maintenance
  - Emergency Management
  - Sheriff
  - Addressing and Mapping
  - Community Corrections
  - Dog Pound
  
10. Appointments Needed or Upcoming:
  - Buckhannon-Upshur Airport Authority (unexpired term -- 6/30/2021) – City Representative
  - Upshur County CVB Board of Directors (7/1/2021-6/30/2024) – Commission Tourism Representative
  - Upshur County Fire Board (7/1/2021-6/30/2024) – Fire Association 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 [trperry@upshurcounty.org](mailto:trperry@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](http://www.upshurcounty.org/agenda_and_minutes/index.php)

#### Tabled Items

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

1. Correspondence from Laura B. Meadows, Upshur County Convention & Visitors Bureau Executive Director, regarding the Commission's representative vacancy, to serve July 1, 2021 through June 30, 2024. (tabled 4/29/2021)

Next Regular Meeting of the Upshur County Commission  
May 27, 2021 --- 9:00 a.m.  
Upshur County Courthouse Annex

# 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

May 14, 2021

Lewis County Commission  
110 Center Avenue  
Weston, WV 26452

RE: Case No. 21-0369-W-42T  
West Virginia-American Water

Ladies and Gentlemen:

This office is in receipt of your protest letter, which will be entered on the docket and lodged in the formal case file. Your letter will be distributed to the Commission and Staff.

You may view daily activities and filings in formal cases from our website [www.psc.state.wv.us](http://www.psc.state.wv.us) – on the left hand column, select *Case Information*, then select *Case*, then search by “case” by entering only the case numbers in the blank field next to the word “contains”, i.e. 21-0369-W-42T, then click display. Selecting “*Activities*” at the top far right-hand side will produce an activity listing, brief description and a link to view all documents filed in a proceeding. You also have the ability to receive documents as they are filed in formal cases by accessing our website and registering with our email subscription system.

PLEASE NOTE: The Public Service Commission has adjusted its filing procedures during COVID-19 Pandemic: All public utilities and parties to Commission cases are to follow the directives in General Order 262.3, issued April 7, 2020. Filings of 30 pages or less should be filed in formal cases via email sent to [caseinfo@psc.state.wv.us](mailto:caseinfo@psc.state.wv.us). All filings over 30 pages should be sent by U.S. Postal Service or other commercial courier services, whenever possible. Individuals who are unable to file via email may file via fax or file paper copies. The Commission will continue to receive hand-delivered filings prior to 3:30 p.m. if at all possible.

I appreciate the time and effort you took to relay your opinion regarding this case. Thank you for the opportunity to be of assistance in this matter.

Sincerely,

Connie Graley  
Executive Secretary

CG/rm

UNITED STATES OF AMERICA  
FEDERAL ENERGY REGULATORY COMMISSION

Atlantic Coast Pipeline, LLC  
Eastern Gas Transmission and Storage, Inc.

Docket Nos. CP15-554-009  
and CP15-555-007

NOTICE OF INTENT TO PREPARE A SUPPLEMENTAL ENVIRONMENTAL  
IMPACT STATEMENT

AND

NOTICE OF SCHEDULE FOR ENVIRONMENTAL REVIEW FOR THE PROPOSED  
ATLANTIC COAST PIPELINE DISPOSITION AND RESTORATION PLAN  
AND

SUPPLY HEADER PROJECT RESTORATION PLAN

(May 4, 2021)

The staff of the Federal Energy Regulatory Commission (FERC or Commission) will prepare a supplemental environmental impact statement (supplemental EIS) that will discuss the environmental impacts resulting from Atlantic Coast Pipeline, LLC's (Atlantic) Atlantic Coast Pipeline Disposition and Restoration Plan and Eastern Gas Transmission and Storage, Inc.'s (EGTS)<sup>1</sup> Supply Header Project Restoration Plan.<sup>2</sup> The Commission will use this supplemental EIS in its decision-making process to determine whether Atlantic's and EGTS' proposals are in the public interest.

The National Environmental Policy Act (NEPA) requires the Commission to take into account the environmental impacts that could result from its action whenever it considers whether or not to authorize a project or proposal. NEPA also requires the Commission to discover concerns the public may have about proposed actions. This process is referred to as "scoping." The main goal of the scoping process is to focus the analysis in the supplemental EIS on the important environmental issues.

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<sup>1</sup> On November 1, 2020, Dominion Energy sold certain companies, including Dominion Energy Transmission, Inc. (the Supply Header Project developer), to Berkshire Hathaway Energy Company; and Dominion Energy Transmission, Inc. changed its name to Eastern Gas Transmission and Storage, Inc.

<sup>2</sup> The Atlantic Coast Pipeline Disposition and Restoration Plan and the Supply Header Project Restoration Plan were submitted in response to Commission staff's October 27, 2020 Data Request and can be found on FERC's eLibrary at accession

On March 2, 2021, the Commission issued a *Notice of Amendment of Certificates and Opening of Scoping Period* regarding the proposed restoration activities associated with the Atlantic Coast Pipeline (ACP) and Supply Header Project (SHP). That notice opened a public scoping period of 45 days to gather input from the public and interested agencies regarding both projects.

### **Summary of the Proposed Project Actions**

Atlantic requests authorization to implement its strategy for the restoration of ACP project workspaces in compliance with associated permits, authorizations, and legal agreements. For the pipeline, Atlantic proposes to abandon in place all installed pipe (approximately 31.4 miles of the pipeline right-of-way) and restore lands that were cleared and graded (approximately 82.7 miles of the pipeline right-of-way), and seeks exemptions to the restoration of certain lands, to include leaving felled trees in place in areas where trees have not yet been cleared (approximately 25 miles of the pipeline right-of-way). For ACP aboveground facilities, Atlantic proposes to restore the sites, and manage the disposition of the materials and land through an investment recovery process.

EGTS requests authorization to implement its strategy for the restoration of SHP workspaces in compliance with associated permits, authorizations, and legal agreements. EGTS plans to leave in place all previously installed pipe (approximately 11.7 miles) and complete final restoration of approximately 9 miles of the pipeline right-of-way that EGTS has previously cleared and/or graded. EGTS owns the properties on which SHP aboveground facilities are located and proposes to stabilize all facility sites and prepare assets for long term preservation.

### **The Supplemental EIS Process and Identified Issues**

The supplemental EIS will discuss impacts that could occur as a result of the proposed activities related to the disposition of the projects and restoration of the project workspaces. To date, we have identified potential environmental concerns related to Atlantic's and EGTS' proposals to leave felled trees in place and abandon installed pipe, and potential impacts on wetlands and waterbodies from restoration activities. As a result, the supplemental EIS will include a reevaluation of mitigation associated with the restoration activities previously analyzed for the construction of the ACP and SHP.<sup>3</sup> The supplemental EIS will also consider revisions to land use, air emissions, and noise levels. Commission staff will also evaluate reasonable alternatives to the proposed project

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<sup>3</sup> *Atlantic Coast Pipeline and Supply Header Project Final Environmental Impact Statement*, issued on July 21, 2017; accessible on the FERC website at: <https://cms.ferc.gov/final-environmental-impact-statement-atlantic-coast-pipeline-and-supply-header-project>

amendments or portions of the proposals and make recommendations on how to lessen or avoid impacts on the various resource areas.

The supplemental EIS will present Commission staff's independent analysis of the issues. The draft supplemental EIS will be available in electronic format in the public record through eLibrary<sup>4</sup> and the Commission's natural gas environmental documents webpage (<https://www.ferc.gov/industries-data/natural-gas/environmental/environmental-documents>). If eSubscribed, you will receive instant email notification when the draft supplemental EIS is issued. The draft supplemental EIS will be issued for an allotted public comment period. After the comment period on the draft supplemental EIS, Commission staff will consider all timely comments and revise the document, as necessary, before issuing a final supplemental EIS.

With this notice, the Commission is asking agencies with jurisdiction by law and/or special expertise with respect to the environmental issues of these projects to formally cooperate in the preparation of the supplemental EIS.<sup>5</sup> Agencies that would like to request cooperating agency status should follow the instructions for filing comments provided under the Public Participation section of this notice. The U.S. Forest Service has already agreed to participate as a cooperating agency in the preparation of the supplemental EIS.

#### Environmental Mailing List

The environmental mailing list includes federal, state, and local government representatives and agencies; elected officials; environmental and public interest groups; Native American Tribes; other interested parties; and local libraries and newspapers. This list also includes all affected landowners (as defined in the Commission's regulations) for the original ACP and SHP and anyone who submits comments on the project amendments. Commission staff will update the environmental mailing list as the analysis proceeds to ensure that Commission notices related to this environmental review are sent to all individuals, organizations, and government entities interested in and/or potentially affected by the proposed project amendments.

A *Notice of Availability* of the draft supplemental EIS will be sent to the environmental mailing list and will provide instructions to access the electronic document on the FERC's website ([www.ferc.gov](http://www.ferc.gov)). **If you need to make changes to your name/address, or if you would like to remove your name from the mailing list,**

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<sup>4</sup> For instructions on connecting to eLibrary, refer to the last page of this notice.

<sup>5</sup> The Council on Environmental Quality regulations addressing cooperating agency responsibilities are at Title 40 Code of Federal Regulations Part 1501.6

**please complete one of the following steps:**

- 1) Send an email to [GasProjectAddressChange@ferc.gov](mailto:GasProjectAddressChange@ferc.gov) stating your request. You must include the docket number CP15-554-009 and/or CP15-555-007 in your request. If you are requesting a change to your address, please be sure to include your name and the correct address. If you are requesting to delete your address from the mailing list, please include your name and address as it appeared on this notice. **This e-mail address is unable to accept comments.**

**OR**

- 2) Return the attached "Mailing List Update Form" (appendix 1)<sup>6</sup>.

**Schedule for Environmental Review**

The Commission's March 2, 2021 Notice of Amendment for the ACP and SHP alerted other agencies issuing federal authorizations of the requirement to complete all necessary reviews and to reach a final decision on the request for a federal authorization within 90 days of the date of issuance of the Commission staff's final supplemental EIS for the ACP and SHP. This instant notice identifies the FERC staff's planned schedule for completion of the final supplemental EIS for the ACP and SHP, which is based on an issuance of the draft supplemental EIS in July 2021. The forecasted schedule for both the draft and final supplemental EIS is based upon Atlantic and EGTS providing complete and timely responses to any future data requests. In addition, the schedule assumes that the cooperating agencies will provide input on their areas of responsibility on a timely basis.

Issuance of Notice of Availability of the final supplemental EIS  
90-day Federal Authorization Decision Deadline

November 19, 2021  
February 17, 2022

If a schedule change becomes necessary for the final EIS, an additional notice will be provided so that the relevant agencies are kept informed of the Project's progress.

**Additional Information**

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<sup>6</sup> The appendices referenced in this notice will not appear in the Federal Register. Copies of appendices were sent to all those receiving this notice in the mail and are available at [www.ferc.gov](http://www.ferc.gov) using the link called "eLibrary" or from the Commission's Public Reference Room, 888 First Street NE, Washington, DC 20426 or call (202) 502-

In order to receive notification of the issuance of the EIS and to keep track of all formal issuances and submittals in specific dockets, the Commission offers a free service called eSubscription. This can reduce the amount of time you spend researching proceedings by automatically providing you with notification of these filings, document summaries, and direct links to the documents. Go to <https://www.ferc.gov/ferc-online/overview> to register for eSubscription.

Additional information about the project amendment is available from the Commission's Office of External Affairs, at (866) 208-FERC, or on the FERC website at [www.ferc.gov](http://www.ferc.gov) using the eLibrary link. Click on the eLibrary link, click on "General Search" and enter the docket number in the "Docket Number" field. Be sure you have selected an appropriate date range. For assistance, please contact FERC Online Support at [FercOnlineSupport@ferc.gov](mailto:FercOnlineSupport@ferc.gov) or (866) 208-3676, or for TTY, contact (202) 502-8659. The eLibrary link also provides access to the texts of all formal documents issued by the Commission, such as orders, notices, and rulemakings.

Public sessions or site visits will be posted on the Commission's calendar located at [www.ferc.gov/EventCalendar/EventsList.aspx](http://www.ferc.gov/EventCalendar/EventsList.aspx) along with other related information.

Kimberly D. Bose,  
Secretary.



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## **APPENDIX 1**



**MAILING LIST UPDATE FORM**

**Atlantic Coast Pipeline Disposition and Restoration/**

**Supply Header Project Restoration**

**Name** \_\_\_\_\_

**Agency** \_\_\_\_\_

**Address** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip Code** \_\_\_\_\_

**Please update the mailing list**

**Please remove my name from the mailing list**

---

**FROM** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**ATTN: OEP - Gas 4, PJ - 11.4**  
**Federal Energy Regulatory Commission**  
**888 First Street NE**  
**Washington, DC 20426**

*CP15-554-009 (Atlantic Coast Pipeline Disposition & Restoration);*



# State of West Virginia

## John B. McCuskey

State Auditor and  
Commissioner of Delinquent  
and Nonentered Lands

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

Toll Free: (888) 509-6568  
Telephone: (304) 558-2262  
Fax: (304) 558-4156  
www.wvsao.gov

4/26/2021

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

Dear Sheriff & Treasurer:

You will be receiving a check in the amount of \$90,937.50 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 3/11/2021 to 4/6/2021.

Please keep the following breakdown for your records:

	Public Utilities Tax	IRP Trucks Fee	Total
2020 County Current Expense	7,937.94	21,603.31	29,541.25
2020 School Current	10,768.96	29,307.99	40,076.95
2020 School Excess Levy	5,728.65	15,590.65	21,319.30
<b>Totals</b>	<b>24,435.55</b>	<b>66,501.95</b>	<b>90,937.50</b>

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

If this office can be of future assistance, please contact Russell Rollyson at (304) 558-2262.

Sincerely,

John B. McCuskey  
State Auditor

IBM/pu

MAY - 7 2021

71831

# Jane Lew Public Service District

70 Park Avenue

Jane Lew, WV 26378

## Regular Meeting

May 13, 2021 4:00 PM

### ~~ Public Board Meeting Agenda ~~

I. Call to Order (Bailey)

~~ ROUTINE MONTHLY BUSINESS ~~

II. Minutes (04/08/2021)

III. General Manager's April Reports (Gee)

A. WATER:

1. Water Bills
2. Water Treasury Report
3. Water Adjustments Report
4. Water Purchase, Sales & Loss Report
5. Water Preventive Maintenance Report (*Preventing unplanned breakdowns*)
6. Water Repairs Report (*fixing unplanned breakdowns*)
7. Leak Detection Report (*finding and fixing leaks*)
8. Cross Connections/Backflow Report
9. New Taps (non-project)
10. Other

B. WASTEWATER:

1. Wastewater Bills
2. Wastewater Treasury Report
3. Wastewater Adjustments Report
4. Wastewater Treatment Purchase, Sales & Loss Report
5. Wastewater Preventive Maintenance Report (*Preventing unplanned breakdowns*)
6. Wastewater Repairs Report (*fixing unplanned breakdowns*)
7. New Taps (non-project)
8. Other

IV. PSD Policies and Job Descriptions (Flaxer)

V. Personnel (Gee)

VI. Announcements (Gee)

VII. Correspondence (Gee)

~~ OLD BUSINESS ~~

VIII. Rate Increase - Water & Sewer (Gee)

IX. Plan of Action for Power Outages or Other Unforeseen Circumstances (Gee)

~~ NEW BUSINESS ~~

X. NEW 2021/22 PSD Budget (Gee) --

XI. Late-Received Agenda Items (Gee)

XII. Adjournment

Jane Lew PSD

Public Agenda - May 13, 2021

The Jane Lew PSD reserves the right to re-arrange items on the agenda as needed.

# State of West Virginia Legislative Citation

## *Recognizing County Officials and Personnel as Essential Workers*

*Whereas, the worldwide coronavirus pandemic has presented immense challenges for state and local governments in West Virginia; and*

*Whereas, county government officials and personnel have been selflessly committed to maintaining continuity of county government services during these most uncertain of times; and*

*Whereas, county commissioners have managed the myriad of challenges necessary to sustain the provision of services even amidst unforeseen shrinking county revenues; and*

*Whereas, county sheriffs and deputies have remained on the front lines by answering calls even while sacrificing their own safety to preserve the welfare of their citizens; and*

*Whereas, county clerks dutifully kept their offices operational to successfully administer the primary and general elections with the utmost integrity while facing innumerable logistical challenges; and*

*Whereas, county prosecutors and circuit clerks worked tirelessly to ensure that justice was "being served," even in the face of prolonged courtroom closures and backlog of caseloads resulting thereof; and*

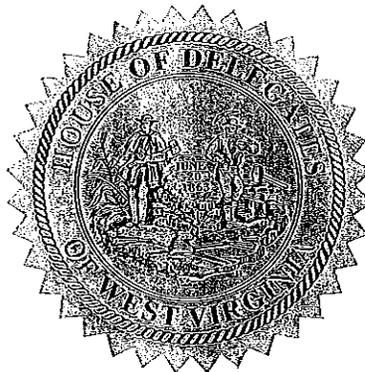
*Whereas, county assessors continued to work in the field outside the confines of the office to meet the constitutional and statutory obligations of their office that is essential to the fiscal solvency of county government; and*

*Whereas, the State of West Virginia has been recognized as a national leader in its handling of the COVID-19 pandemic which was made possible through collaboration of state and local government officials and personnel, and the devout commitment of its citizenry; therefore*

*West Virginia County Officials and Personnel are hereby recognized.*

*This Citation presented by  
Delegate Doug Skeff*

*Delegate Jim Barack  
Delegate Trenton Barnhart  
Delegate Mick Bates  
Delegate Jordan Bridges  
Delegate Barry Bruce  
Delegate Moore Capito  
Delegate Roger Conley  
Delegate Phil Diserio  
Delegate Ed Evans  
Delegate Dana Ferrell  
Delegate Don Forsht  
Delegate Ric Griffith  
Delegate Josh Higginbotham  
Delegate John Paul Hoyt  
Delegate Dean Jeffries  
Delegate D. Rolland Jennings  
Delegate John Kelly  
Delegate Todd Longanacre  
Delegate Phil Mallow  
Delegate Carl Martin  
Delegate Ty Nestor  
Delegate Dave Pethtel  
Delegate Chris Pritt  
Delegate Ben Queen  
Delegate Clay Riley  
Delegate Doug Smith  
Delegate Brandon Steele  
Delegate Christopher Toney  
Delegate Danielle Walker  
Delegate Bryan Ward  
Delegate Steve Westfall  
Delegate Mark Zatezalo*



*Delegate Brent Boggs  
Delegate Jason Barrett  
Delegate Josh Booth  
Delegate Nathan Brown  
Delegate Adam Burkhammer  
Delegate Wayne Clark  
Delegate Vernon Criss  
Delegate Joe Ellington  
Delegate Tom Fast  
Delegate Shawn Fluharty  
Delegate Joey Garcia  
Delegate Caleb Hanna  
Delegate Chuck Horst  
Delegate Eric Householder  
Delegate Riley Keaton  
Delegate David Kelly  
Delegate Daniel Linville  
Delegate Chad Lovejoy  
Delegate John Mandi  
Delegate George Miller  
Delegate Larry Pack  
Delegate Jonathan Pinson  
Delegate Mike Pushkin  
Delegate Ken Reed  
Delegate Ruth Rowan  
Delegate Joe Statler  
Delegate Erikka Storch  
Delegate Heather Tully  
Delegate Johnnie Wamsley  
Delegate Guy Ward  
Delegate Kayla Young  
Delegate Lisa Zukoff*

Lewis County Financial Statement  
Month Ending- April 2021

Lewis County  
05/06/2021 @ 11:31:06 AM

	Beginning Balance	All Other Revenues	All Taxes Collected	Less: Orders Issued	Ending Balance
General County	4,608,917.29	\$365,028.72	\$739,945.44	\$580,262.45	5,133,629.00
Coal Severance	15,629.34	\$5,149.85	\$0.00	\$0.00	20,779.19
General School	2,327.49	\$10,495.89	\$0.00	\$0.00	12,823.38
Magistrate Court	3,395.48	\$1,967.36	\$0.00	\$100.00	5,262.84
Worthless Check	29,279.45	\$57.23	\$0.00	\$0.00	29,336.68
Dog and Kennel	10,643.28	\$10,354.76	\$0.00	\$14,966.89	6,031.15
Home Detention	5,908.59	\$6,366.22	\$0.00	\$7,708.43	4,566.38
Emergency 911 Fund	4,479,059.82	\$380,316.79	\$0.00	\$63,667.51	4,795,709.10
Lewis County Aquatic Fund	728,980.06	\$179.75	\$1.93	\$0.00	729,161.74
Citizens Education	16,252.09	\$4.38	\$0.00	\$236.95	16,019.52
Federal Equitable	0.71	\$0.00	\$0.00	\$0.00	0.71
Fire Fees	0.00	\$16,972.06	\$0.00	\$16,972.06	0.00
Sheriff Special Account-State	8,759.10	\$2,799.81	\$0.00	\$262.10	11,296.81
County Building	580,864.61	\$88.91	\$0.00	\$0.00	580,953.52
Board of Health	612,453.01	\$58,884.30	\$0.00	\$37,030.84	634,306.47
Tax Lien	289,647.57	\$40,399.92	\$0.00	\$31,991.66	298,055.83
Delinquent Nonentered	25,020.27	\$0.00	\$0.00	\$0.00	25,020.27
Concealed Weapons	45,640.13	\$895.00	\$0.00	\$625.00	45,910.13
Assessor Valuation	323,502.83	\$738.33	\$0.00	\$45,363.47	278,877.69
Voters Resistration	4,634.66	\$0.00	\$0.00	\$0.00	4,634.66
State Current	0.00	\$2.43	\$4,557.90	\$4,560.33	0.00
Criminal Charges	0.00	\$2,214.25	\$0.00	\$2,214.25	0.00
Court Reporter	0.00	\$200.00	\$0.00	\$200.00	0.00
State Police	0.00	\$840.00	\$0.00	\$840.00	0.00
Vehicle License - DMV	0.00	\$28,463.00	\$0.00	\$28,463.00	0.00
State Fines	0.00	\$0.00	\$0.00	\$0.00	0.00
Jury Fund	0.00	\$0.00	\$0.00	\$0.00	0.00
WV Deputies Fund	616.50	\$389.50	\$0.00	\$611.50	394.50
General Current Expenses	0.00	\$22,017.51	\$1,002,200.71	\$1,024,218.22	0.00
Excess Levy	0.00	\$356,408.27	\$188,167.43	\$544,575.70	0.00
Weston Current	0.00	\$15.44	\$28,987.10	\$29,002.54	0.00
Jane Lew Current	0.00	\$3.57	\$6,706.06	\$6,709.63	0.00
COVID-19 PANDEMIC	39.07	\$0.00	\$0.00	\$0.00	39.07
LC Blueprint Community	10,184.64	\$0.00	\$0.00	\$0.00	10,184.64
Small Cities Blk Grant-Broadband	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Totals	\$11,801,755.99	\$1,311,253.25	\$1,970,566.57	\$2,440,582.53	\$12,642,993.28

Balance in county depositories - End of Month	\$14,333,371.60	Bank Errors	
Less: Orders Outstanding	\$2,657,435.05	Bank Errors	
Add: Deposits in Transit	\$963,556.73		
Cash in Office at End of Month	\$3,500.00		
Misc. Adjustments (+ or-)			
Total in county Depositories and Office		Bank Errors	
		Total	
		True Balance	\$12,642,993.28

I, D. Gosca, 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.

Daniel Gosca Lewis  
Sheriff & Treasurer, County  
5-6-2021

Difference

Dated and sworn to on this date.



## HOUSE OF DELEGATES OFFICE OF THE MINORITY LEADER

BUILDING 1, ROOM M-260  
1900 KANAWHA BLVD., EAST  
CHARLESTON, WV 25305-0470  
PHONE (304) 340-3240  
EMAIL: DOUG.SKAFF@WVHOUSE.GOV

DOUG SKAFF, JR.  
MINORITY LEADER  
(304) 549-2171

May 3, 2021

The Honorable Rod Wyman  
President  
Lewis County Commission  
110 Center Ave.  
Weston, WV 26452

Dear Commissioner Wyman:

I am pleased to share the enclosed citation with the Lewis County Commission, county elected officials and county employees. Legislators from around the state signed on to this citation to recognize the incredible work that county officials all have done throughout the past year.

This is a small token of our appreciation to show our thanks for the work that you all have done to keep our state moving during these unprecedented times. Thank you for all that you do to help West Virginians stay here, rebuild here and succeed here.

Sincerely,

A handwritten signature in black ink that reads "Doug Skaff, Jr." in a cursive style.

Doug Skaff, Jr.  
Minority Leader

Enclosure

[Print](#) | [Close Window](#)

**Subject:** Request to hire Amanda Hager

**From:** [jhinchman@lewiscountywv.org](mailto:jhinchman@lewiscountywv.org)

**Date:** Thu, May 13, 2021 9:29 am

**To:** "[lewiscountycommission@lewiscountywv.org](mailto:lewiscountycommission@lewiscountywv.org)" <[lewiscountycommission@lewiscountywv.org](mailto:lewiscountycommission@lewiscountywv.org)>, "Cindy Whetsell" <[cindywhetsell@yahoo.com](mailto:cindywhetsell@yahoo.com)>

Request to hire Amanda Hager as Front Office/ Manager to work 40 hrs a week at the pay of \$11.00 an hour. Start date to be 5/13/2021.

**Joshua Hinchman**

Director

Lewis Co Park

304-269-6599

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# COUNTY COMMISSION OF LEWIS COUNTY

110 Center Avenue  
Weston, WV 26452  
Phone: (304)269-8200  
Fax: (304)269-2416

Email: [lewiscountycommission@lewiscountywv.org](mailto:lewiscountycommission@lewiscountywv.org)  
Website: [lewiscountywv.org](http://lewiscountywv.org)



**COMMISSIONERS:**  
**ROD WYMAN**  
President  
**AGNES G. QUEEN**  
Commissioner  
**BOBBY STEWART**  
Commissioner

**110 Center Avenue, 2<sup>nd</sup> Floor  
Weston, WV 26452  
June 8, 2021  
Meeting Agenda**

## **1. SILENT MEDITATION AND PLEDGE OF ALLEGIANCE**

**2. 10:00 AM Call Meeting to Order**

**3. 10:05 AM John Breen, Lewis County Assessor**

**RE: Exonerations, Consolidations, Apportionments**

Draft copies will be available for review on Friday, June 4, 2021.

*(action required)*

**APPOINTMENTS NONE**

## **CORRESPONDENCE**

- 4. Upshur County Commission Meeting Agenda:** The Upshur County Commission June 3, 2021 Meeting Agenda is presented for review. *(information only)*
- 5. West Virginia Public Service Commission Notification of Wireless E911 Rate Increase:** The West Virginia Public Service District is tasked with annually reviewing the Wireless E911 rates in the State of West Virginia. As a result, the E911 Wireless fees will be adjusted from \$3.47 to \$3.51 per month. *(information only)*
- 6. Sheriff's Monthly Mileage Report:** Lewis County Sheriff Dave Gosa remits the May 2021 monthly vehicle report detailing mileage of the fleet. *(information only)*
- 7. Federal Energy Regulatory Commission Notification of Environment Review of Atlantic Coast Pipeline Restoration and Disposition Plan:** The Federal Energy Regulatory Commission (FERC) will be doing an environment review of the Atlantic Coast Pipeline and will be preparing a statement that will discuss the Restoration and Disposition Plan that has been submitted by the Atlantic Coast Pipeline. *(information only)*
- 8. Lewis County Park Board Audit Report:** Lewis County Park Board's Audit for Fiscal Year 2020 is presented for review. The only finding was segregation of duties. *(information only)*

- 9. Lewis County Blueprint Committee Monthly Report:** Victoria Stansberry, Lewis County Blueprint Coordinator submits the May 2021 report of activities for the Lewis County Blueprint Committee for review. *(information only)*

## **BUSINESS**

- 10. Board(s) and Committee(s) Reports:** The Lewis County Commission will give report(s) on any board(s) or committee(s) meetings attended: COVID Conference Calls; Vaccination Clinic; Meeting with Lewis Gilmer E911 staff; National Association of Counties Northeast Region Conference Call; Lewis County Economic Development Authority; Special County Commission Meeting to sign grants and personal/real property books; Lewis County Community Foundation; National Association of Counties American Recovery Plan Act Funding Conference Call. *(information only)*
- 11. Lewis County Seasonal Maintenance Employees:** Josh Hinchman, Lewis County Park Director, requests permission to hire Amanda Hager as a seasonal temporary office/manager at the rate of \$11.00, Jana Montgomery as a lifeguard at the rate of \$9.35 per hour and Regina Palmer as a maintenance worker at the rate of \$8.90 per hour. The Lewis County Commission will consider this request. *(action required)*
- 12. Blueprint Committee Request to Participate in the West Virginia University Work Study Program:** The Lewis County Commission is asked to execute an agreement to partner with West Virginia University for a work study intern to work with the Blueprint Committee. The Commission will give consideration of this approval. The county will have no cost for the fall and spring semester. *(action required)*
- 13. West Fork Conservation District Flood Control Dam and Channel Operation and Maintenance Funding Agreement:** The Lewis County Commission will consider entering into a channel operation and maintenance agreement with the West Fork Conservation District. The county is asked to contribute \$5,000.00 which will be matched at 100%. This agreement will be effective July 1, 2021 to June 30, 2022.
- 14. West Virginia Division of Culture and History Records Management and Preservation Grant Reimbursement:** The Lewis County Commission was awarded a Records Management and Preservation Grant for Fiscal Year 2021. The County Commission is asked to execute a reimbursement for funds used for scanning in the Circuit Clerk's Office and to purchase a paper shredder for the county. *(action required)*
- 15. West Virginia State Auditor's Office State Budget Revision #6 and #7:** The Lewis County Commission is asked to execute state budget revisions #6 in the amount of \$119,197.00 and #7 in the amount of \$338,163.00. These revisions are to balance accounts for year end revenues and expenditures. If approved, these will be sent to the West Virginia State Auditor's Office for approval. *(action required)*
- 16. Lewis County Sheriff's Department Request for Equipment to be Funded from Vehicle Sales:** The Lewis County Sheriff's Department requests permission to purchase 14 stop sticks and 2 training kits totaling \$7,084.00 from the proceeds from the sale of surplus vehicles. Additionally, the request \$2,675.00 to have the vehicle acquired from the Lewis County Assessor's Office wrapped. *(action required)*

**17. Timesheets/Annual or Sick Leave Requests:**

- a. Barbara Winans                      Sick Leave

**ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:**

- 18. 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 Friday, June 4, 2021. *(action required)*
- 19. 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 Friday, June 4, 2021. *(action required)*
- 20. 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 Friday, June 4, 2021. *(action required)*
- 21. Expenses for the Current Period Presented for Consideration of Payment:** Draft copies will be available for review upon request Friday, June 4, 2021. *(action required)*

**ADJOURNMENT:**

- 22. 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.

## 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: June 3, 2021
- 9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance  
Approval of Minutes:
  - May 20, 2021
  - May 27, 2021
- 9:15 a.m. Fred Brooks Garden Club – Presentation of National Garden Club Week (June 6th - June 12th)  
Proclamation
- 9:30 a.m. Mel Stemple, UCDA Assistant Director - Request Signature of Resolution for FY 22 Industrial Access Road (IAR) Grant Funds
- 9:45 a.m. Dr. Sara Stankus, Superintendent of Upshur County Schools – Provide overview of Upshur County Board of Education summer feeding program
- 10:00 a.m. Discuss potential property acquisition  
*Item may lead to Executive Session per WV Code §6-9A-4*

### Items for Discussion / Action / Approval:

1. Approval and signature of a Memorandum of Agreement between the Upshur County Board of Education and First Responders with Access to Confidential Student Information. This agreement will be effective immediately and terminate on June 3, 2022. \*
2. Approval and signature of Release of Judgment against Richadeen Gardner (Case Number 010920-01). \*
3. Approval of resignation of Buckhannon-Upshur Recreational Park employee. \*  
*Item may lead to Executive Session per WV Code §6-9A-4 (A)* Under separate cover
4. Approval of employment of additional Buckhannon-Upshur Recreational Park Staff, effective June 6, 2021. \*  
*Item may lead to Executive Session per WV Code §6-9A-4 (A)* Under separate cover
5. Consider Resignation of Employee \* Under separate cover  
*Item may lead to Executive Session per WV Code*

6. 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, Remote Work Request(s).

**For Your Information:**

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

1. Correspondence from Upshur Property LLC enclosing the legal advertisement for Upshur Property LLC, Permit No. P-698 Increment No. 1, in compliance with the surface mining laws of WV. The site is located in Washington District, 3.5 miles southeast of Tallmansville and discharges into Tenmile Creek of the Tygart Valley River.
2. Public Service Commission of West Virginia Commission Order increasing the wireless enhanced 911 fee from \$3.47 to \$3.51 per month, per subscriber, effective July 1, 2021 and shall be billed separately from the wireless tower fee of \$0.08, the public safety fee increment for the WV State Police of \$0.10 and the public safety fee increment for the Division of Homeland Security and Emergency Management of \$0.19 each month.
3. Lewis-Upshur Animal Control Facility Reports for the month of April, 2021
  - Adoption Financial Transactions
  - Cat Report
  - Animal Report
  - Animal Control/Humane Officer Animal Report
4. Appointments Needed or Upcoming:
  - Buckhannon-Upshur Airport Authority (unexpired term -- 6/30/2021) – City Representative
  - Upshur County CVB Board of Directors (7/1/2021-6/30/2024) – Commission Tourism Representative
  - Upshur County Fire Board (7/1/2021-6/30/2024) – Fire Association 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 [trperry@upshurcounty.org](mailto:trperry@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](http://www.upshurcounty.org/agenda_and_minutes/index.php)

**Tabled Items**

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

Next Regular Meeting of the Upshur County Commission  
June 10, 2021 --- 9:00 a.m.  
Upshur County Courthouse Annex

**PUBLIC SERVICE COMMISSION  
OF WEST VIRGINIA  
CHARLESTON**

At a session of the PUBLIC SERVICE COMMISSION OF WEST VIRGINIA in the City of Charleston on the 28th day of May 2021.

GENERAL ORDER NO. 187.58

In the matter of wireless enhanced 911 fees.

**COMMISSION ORDER**

As directed by statute, the Public Service Commission conducted a survey of the enhanced 911 fees imposed by counties, recalculated the wireless enhanced 911 fee and will increase the wireless enhanced 911 fee from \$3.47 to \$3.51 per month, per subscriber. Beginning July 1, 2021, and each month thereafter, commercial mobile radio service (CMRS) providers will collect a \$3.51 wireless enhanced 911 fee, an \$0.08 wireless tower fee and a \$0.29 public safety fee (comprised of ten cents for West Virginia State Police (State Police) and nineteen cents for the Division of Homeland Security and Emergency Management (Homeland Security)) from each service subscriber.

**BACKGROUND**

County Commissions derive revenues to operate enhanced emergency telephone systems from two different sources, the first being that County Commissions are authorized by statute to impose a fee (Enhanced 911 Fee) on consumers of local exchange service as well as voice over internet protocol (VoIP) service within their respective counties. W.Va. Code §7-1-3cc. This fee is placed on the bills of the telephone providers and the monies received by the providers are distributed directly to the County Commissions. Other than establishing rules, as directed by the Legislature, for the payment and collection of VoIP fees, the Commission has no role in the establishment, administration, or collection of these fees. Rules Governing Emergency Telephone Service, 150 C.S.R. 25, (Emergency Telephone Rules).

The second source of emergency telephone system revenue for County Commissions comes from a wireless enhanced 911 fee (Wireless Enhanced 911 Fee) pursuant to W.Va. Code §24-6-6b(b). In March 2020, the West Virginia Legislature amended and reenacted W.Va. Code §24-6-6b. Senate Bill 579 (2020 Regular Session). Most notably the Legislature adjusted the Wireless Enhanced 911 Fee by removing the public safety and wireless tower fees to ensure that monies from each fee type are properly segregated and only used for purposes authorized under the statute. W.Va. Code §24-6-6b(a). As a result, the Wireless Enhanced 911 Fee was adjusted from \$3.83 to \$3.47 and the \$0.08 wireless tower fee and \$0.29 public safety fee (comprised of ten

cents for State Police and nineteen cents for Homeland Security) were separately identified. Also, the statute increased the minimum Wireless Enhanced 911 Fee from \$3.00 to \$3.47 per month for each valid retail CMRS subscription. W.Va. Code §24-6-6b(b), (d) and (e).

On June 5, 2020, the Commission adjusted the amount of the Wireless Enhanced 911 Fee and directed all CMRS providers to itemize the Wireless Enhanced 911 Fee, wireless tower fee and the increments of the public safety fee for State Police and Homeland Security on monthly billing statements and separately collect each fee pursuant to W.Va. Code §24-6-6b, as amended. General Order No. 187.55, In the matter of Emergency Telephone Rules to provide guidance regarding E-911 fee billing requirements (Jun. 5, 2020). The CMRS providers retain a three percent billing fee from the sum total of the fees collected and then remit the balance to the Commission. W.Va. Code §24-6-6b(a).

The Commission retains none of the fees and distributes the monies received according to instructions contained in statute. Specifically, on a monthly basis, the Commission

- Deposits the eight cent wireless tower fee collected per subscriber to a fund administered by the Commission entitled, the Wireless Tower Access Fund, to subsidize the construction of wireless towers;
- Distributes ten cents of the public safety fee amount collected per subscriber to the State Police for equipment upgrades to improve and integrate their communication efforts with those of the enhanced 911 systems;
- Deposits nineteen cents of the public safety fee amount collected per subscriber to a special fund established by Homeland Security solely for the construction, maintenance and upgrade of the West Virginia Interoperable Radio Project; and
- Distributes the remainder of the money to the counties according to the formula set forth in W.Va. Code §24-6-6b(c).

W.Va. Code §24-6-6b(c), (d) and (e).

W.Va. Code §24-6-6b(b) provides that,

Beginning in the year 2021, and every two years thereafter, the Public Service Commission shall conduct a survey of the enhanced 911 fees imposed by counties and shall recalculate the Wireless Enhanced 911 Fee so that increases or decreases by the same percentage as the change in the

weighted average rounded to the nearest penny, as of March 1 of the respecification year, of all the enhanced 911 fees imposed by the counties which have adopted an enhanced 911 ordinance: Provided, That the Wireless Enhanced 911 Fee may never be increased by more than 25 percent of its value at the beginning of the respecification year: Provided, however, That the fee may never be less than the amount set in subsection (b) of this section.

Thus, if the weighted average of the Enhanced 911 Fees changes, the Commission must adjust the Wireless Enhanced 911 Fee by the increase or decrease in the weighted average of the Enhanced 911 Fees, but can never increase the Wireless Enhanced 911 Fee more than twenty-five percent of the Wireless Enhanced 911 Fee at the beginning of the respecification year and can never reduce the Wireless Enhanced 911 Fee below \$3.47.

Commission Staff has periodically calculated the weighted average of Enhanced 911 Fees imposed by the County Commissions during the respecification years, which are the odd years. Recent weighted average Enhanced 911 Fees in odd years were \$2.38 (2011), \$2.30 (2013), \$2.63 (2015), \$3.34 (2017) and \$3.86 (2019). Staff also determined that the weighted average statewide Enhanced 911 Fee in 2020, when the \$3.47 statutory Wireless Enhanced 911 Fee was established, was \$3.93. The 2021 data submitted to Staff from the providers of landline service and VoIP service show the number of subscribers per county and the Enhanced 911 Fee imposed by each County Commission. As of March 1, 2021, Staff calculated a weighted average statewide Enhanced 911 Fee of \$3.98, an increase of 1.27% since the \$3.47 was established by statute.

Emergency Telephone Rule 11.1 provides that if it is necessary for the Commission to recalculate the Wireless Enhanced 911 Fee, the new rate takes effect July 1 of the respecification year.

As previously stated, the statute directs the Commission to recalculate the fee by the percentage change in the weighted average of the statewide Enhanced 911 Fees. Based on the data collected by Staff, the 1.3% increase should be applied to \$3.47 Wireless Enhanced 911 Fee currently in effect and not to the wireless tower fee, or to the State Police and Homeland Security increments of the public safety fee.

Accordingly, effective July 1, 2021, under the provisions of W.Va. Code §24-6-6b(b), the Commission is required to establish a Wireless Enhanced 911 Fee of \$3.51 per month.

## FINDINGS OF FACT

1. The Enhanced 911 Fees imposed by the County Commissions are authorized by W.Va. Code §7-1-3cc.
2. The Wireless Enhanced 911 Fees collected by CMRS providers are authorized by W.Va. Code §24-6-6b.
3. Staff calculates the weighted average of Enhanced 911 Fees during the respecification years, which are the odd years.
4. The landline and VoIP service data showing the number of subscribers per county and Enhanced 911 Fees result in a weighted average statewide Enhanced 911 Fee of \$3.98 as of March 1, 2021, which is an increase of 1.27% over the statewide weighted average Enhanced 911 Fee in 2020 when the Legislature established the Wireless Enhanced 911 Fee at established by law at \$3.47.

## CONCLUSIONS OF LAW

1. W.Va. Code §24-6-6b(b) provides that,

The wireless enhanced 911 fee is \$3.47 per month for each valid in-state two-way service subscriber . . . Beginning in the year 2021, and every two years thereafter, the Public Service Commission shall conduct a survey of the enhanced 911 fees imposed by counties and shall recalculate the wireless enhanced 911 fee so that increases or decreases by the same percentage as the change in the weighted average rounded to the nearest penny, as of March 1 of the respecification year, of all the enhanced 911 fees imposed by the counties which have adopted an enhanced 911 ordinance: Provided, That the wireless enhanced 911 fee may never be increased by more than 25 percent of its value at the beginning of the respecification year: Provided, however, That the fee may never be less than the amount set in subsection (b) of this section.

2. Because the weighted average of the 2021 Enhanced 911 Fees have increased by 1.27% since the Legislature established the statutory minimum \$3.47 per month Wireless Enhanced 911 Fee, the Commission must increase the Wireless Enhanced 911 Fee from \$3.47 to \$3.51 per subscriber, per month, effective July 1, 2021. W.Va. Code §24-6-6b(b).

3. When it is necessary for the Commission to respecify the Wireless Enhanced 911 Fee, that fee takes effect July 1 of the respecification year. Emergency Telephone Rule 11.1.

ORDER

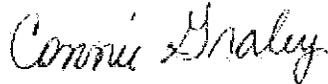
IT IS THEREFORE ORDERED that the Wireless Enhanced 911 Fee is \$3.51 per month, per subscriber, to become effective July 1, 2021, and shall be billed separately from the wireless tower fee of \$0.08, the public safety fee increment for the West Virginia State Police of \$0.10 and the public safety fee increment for the Division of Homeland Security and Emergency Management of \$0.19 each month.

IT IS FURTHER ORDERED that beginning July 1, 2021, CMRS providers should remit the PSC WV Form No. WLF-1, entitled Public Service Commission of West Virginia Wireless E-911 Subscriber Fee Report, attached to this Order as Attachment A to the Commission with the Wireless Enhanced 911 Fees, wireless tower fees and public safety fee increments.

IT IS FURTHER ORDERED that on entry of this Order, this case shall be removed from the Commission docket of open cases.

IT IS FURTHER ORDERED that the Executive Secretary of the Commission serve a copy of this Order by electronic service on each County Commission and each provider of commercial mobile radio service or alternatively by United States First Class Mail on each County Commission and each provider of commercial mobile radio service as needed, and on Staff by hand delivery.

A True Copy, Teste,



Connie Graley, Executive Secretary

NNT/pb  
GO 187.58c.sca.doc

## May 2021 MILEAGE REQUEST

UNIT LIC.

- 150 D. Gosa / Vin. A42305 / 1236 - 21 SUV 6,137
- 151 M. Cayton / Vin. A42304 / 1235 - 20 SUV 7,216
- 152 Z. Lopez / Vin. A18031 / 4105 - 20 SUV 4,852
- 153 B. Hendershot / Vin. A42303 / 1696 - 20 SUV 3,080
- 154 B. Newbrough / Vin. A18030 / 1232 - 20 SUV 7,350
- 155 E. Brightbill / Vin. C62864 / 3184 - 20 SUV 10,367
- 156 C. Jones / Vin. 106495 / 3929 - 18 INTERCEPTOR 30,824
- 157 C. Matheny / Vin. A96351 / 3841 - 21 SUV 7,961
- 158 D. Shipman / Vin. B04451 / 4220 - 21 SUV 5,028
- 159 M. Ayoob / Vin. 319897 / 3258 - 14 CHARGE 41,803
- 160 N. Goldsbough / Vin. A78623 / 3370 - 14 EXPLORER 101,288
- 161
- 170 C. Kirkpatrick / Vin. C62863 / 1234 - 20 SUV 10,467
- 171

172 R. Posey / Vin. 553135/ 2726 - 11 DODGE NITRO 52,374

173 J. Jenkins / Vin. 568479 / 6LB-698 - 17 JEEP 13,391

174 R. Bush / Vin. 553134 / 1233 - 10 DODGE NITRO 75,277

1500 Dep. Reserves / Vin. 116126 / 1910 -13 INTERCEPTOR 116,578

1500 Dep. Reserves / Vin. 318311 / 1943 - 11 TAHOE 109,216

Spare / Vin. 162677 / 2868 - 09 TAHOE ACADEMY

Spare / Vin. 106494 / 3930 - 18 INTERCEPTOR 3,538

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

Thank You



On March 2, 2021, the Commission issued a *Notice of Amendment of Certificates and Opening of Scoping Period* regarding the proposed restoration activities associated with the Atlantic Coast Pipeline (ACP) and Supply Header Project (SHP). That notice opened a public scoping period of 45 days to gather input from the public and interested agencies regarding both projects.

#### **Summary of the Proposed Project Actions**

Atlantic requests authorization to implement its strategy for the restoration of ACP project workspaces in compliance with associated permits, authorizations, and legal agreements. For the pipeline, Atlantic proposes to abandon in place all installed pipe (approximately 31.4 miles of the pipeline right-of-way) and restore lands that were cleared and graded (approximately 82.7 miles of the pipeline right-of-way), and seeks exemptions to the restoration of certain lands, to include leaving felled trees in place in areas where trees have not yet been cleared (approximately 25 miles of the pipeline right-of-way). For ACP aboveground facilities, Atlantic proposes to restore the sites, and manage the disposition of the materials and land through an investment recovery process.

EGTS requests authorization to implement its strategy for the restoration of SHP workspaces in compliance with associated permits, authorizations, and legal agreements. EGTS plans to leave in place all previously installed pipe (approximately 11.7 miles) and complete final restoration of approximately 9 miles of the pipeline right-of-way that EGTS has previously cleared and/or graded. EGTS owns the properties on which SHP aboveground facilities are located and proposes to stabilize all facility sites and prepare assets for long term preservation.

#### **The Supplemental EIS Process and Identified Issues**

The supplemental EIS will discuss impacts that could occur as a result of the proposed activities related to the disposition of the projects and restoration of the project workspaces. To date, we have identified potential environmental concerns related to Atlantic's and EGTS' proposals to leave felled trees in place and abandon installed pipe, and potential impacts on wetlands and waterbodies from restoration activities. As a result, the supplemental EIS will include a reevaluation of mitigation associated with the restoration activities previously analyzed for the construction of the ACP and SHP.<sup>3</sup> The supplemental EIS will also consider revisions to land use, air emissions, and noise levels. Commission staff will also evaluate reasonable alternatives to the proposed project

<sup>3</sup> *Atlantic Coast Pipeline and Supply Header Project Final Environmental Impact Statement*, issued on July 21, 2017; accessible on the FERC website at: <https://cms.ferc.gov/final-environmental-impact-statement-atlantic-coast-pipeline-and-supply-header-project>

amendments or portions of the proposals and make recommendations on how to lessen or avoid impacts on the various resource areas.

The supplemental EIS will present Commission staff's independent analysis of the issues. The draft supplemental EIS will be available in electronic format in the public record through eLibrary<sup>4</sup> and the Commission's natural gas environmental documents webpage (<https://www.ferc.gov/industries-data/natural-gas/environmental-environmental-documents>). If subscribed, you will receive instant email notification when the draft supplemental EIS is issued. The draft supplemental EIS will be issued for an allotted public comment period. After the comment period on the draft supplemental EIS, Commission staff will consider all timely comments and revise the document, as necessary, before issuing a final supplemental EIS.

With this notice, the Commission is asking agencies with jurisdiction by law and/or special expertise with respect to the environmental issues of these projects to formally cooperate in the preparation of the supplemental EIS.<sup>5</sup> Agencies that would like to request cooperating agency status should follow the instructions for filing comments provided under the Public Participation section of this notice. The U.S. Forest Service has already agreed to participate as a cooperating agency in the preparation of the supplemental EIS.

#### Environmental Mailing List

The environmental mailing list includes federal, state, and local government representatives and agencies; elected officials; environmental and public interest groups; Native American Tribes; other interested parties; and local libraries and newspapers. This list also includes all affected landowners (as defined in the Commission's regulations) for the original ACP and SHP and anyone who submits comments on the project amendments. Commission staff will update the environmental mailing list as the analysis proceeds to ensure that Commission notices related to this environmental review are sent to all individuals, organizations, and government entities interested in and/or potentially affected by the proposed project amendments.

A *Notice of Availability* of the draft supplemental EIS will be sent to the environmental mailing list and will provide instructions to access the electronic document on the FERC's website ([www.ferc.gov](http://www.ferc.gov)). **If you need to make changes to your name/address, or if you would like to remove your name from the mailing list,**

<sup>4</sup> For instructions on connecting to eLibrary, refer to the last page of this notice.

<sup>5</sup> The Council on Environmental Quality regulations addressing cooperating agencies are at Title 40 Code of Federal Regulations Part 1501.6

**please complete one of the following steps:**

- 1) Send an email to [GasProjectAddressChange@ferc.gov](mailto:GasProjectAddressChange@ferc.gov) stating your request. You must include the docket number CP15-554-009 and/or CP15-555-007 in your request. If you are requesting a change to your address, please be sure to include your name and the correct address. If you are requesting to delete your address from the mailing list, please include your name and address as it appeared on this notice. **This e-mail address is unable to accept comments.**

**OR**

- 2) Return the attached "Mailing List Update Form" (appendix 1)<sup>6</sup>.

**Schedule for Environmental Review**

The Commission's March 2, 2021 Notice of Amendment for the ACP and SHP alerted other agencies issuing federal authorizations of the requirement to complete all necessary reviews and to reach a final decision on the request for a federal authorization within 90 days of the date of issuance of the Commission staff's final supplemental EIS for the ACP and SHP. This instant notice identifies the FERC staff's planned schedule for completion of the final supplemental EIS for the ACP and SHP, which is based on an issuance of the draft supplemental EIS in July 2021. The forecasted schedule for both the draft and final supplemental EIS is based upon Atlantic and EGTs providing complete and timely responses to any future data requests. In addition, the schedule assumes that the cooperating agencies will provide input on their areas of responsibility on a timely basis.

Issuance of Notice of Availability of the final supplemental EIS	November 19, 2021
90-day Federal Authorization Decision Deadline	February 17, 2022

If a schedule change becomes necessary for the final EIS, an additional notice will be provided so that the relevant agencies are kept informed of the Project's progress.

**Additional Information**

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<sup>6</sup> The appendices referenced in this notice will not appear in the Federal Register. Copies of appendices were sent to all those receiving this notice in the mail and are available at [www.ferc.gov](http://www.ferc.gov) using the link called "eLibrary" or from the Commission's Public Reference Room, 888 First Street NE, Washington, DC 20426, or call (202) 502-

In order to receive notification of the issuance of the EIS and to keep track of all formal issuances and submissions in specific dockets, the Commission offers a free service called eSubscription. This can reduce the amount of time you spend researching proceedings by automatically providing you with notification of these filings, document summaries, and direct links to the documents. Go to <https://www.ferc.gov/ferc-online/overview> to register for eSubscription.

Additional information about the project amendment is available from the Commission's Office of External Affairs, at (866) 208-FERC, or on the FERC website at [www.ferc.gov](http://www.ferc.gov) using the eLibrary link. Click on the eLibrary link, click on "General Search" and enter the docket number in the "Docket Number" field. Be sure you have selected an appropriate date range. For assistance, please contact FERC Online Support at [FercOnlineSupport@ferc.gov](mailto:FercOnlineSupport@ferc.gov) or (866) 208-3676, or for TTY, contact (202) 502-8659. The eLibrary link also provides access to the texts of all formal documents issued by the Commission, such as orders, notices, and rulemakings.

Public sessions or site visits will be posted on the Commission's calendar located at [www.ferc.gov/EventCalendar/EventsList.aspx](http://www.ferc.gov/EventCalendar/EventsList.aspx) along with other related information.

Kimberly D. Bose,  
Secretary.

**Lewis County Parks and Recreation Authority**  
**Lewis County, West Virginia**  
Schedule of Findings and Responses  
June 30, 2020

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Findings Related to the Financial Statements Required To be Reported in Accordance with GAGAS
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**FINDING NUMBER 2020-001**

**Material Weakness – Segregation of Duties**

There is insufficient segregation of duties at the Authority. Due to the size of the Authority and the number of employees, there are times when one individual prepares checks, reconciles the bank account, records receipts, prepares deposits, and opens the mail for the Authority.

Proper internal control procedures dictate the responsibility for approving, executing and recording transactions should rest with different individuals. Failure to maintain sufficient segregation of duties could allow errors and/or irregularities to go undetected without the knowledge of the Board of Directors.

In a small operation, such as the Lewis County Parks and Recreation Authority, it is not always possible to have enough staff to properly segregate duties. Understanding this, we recommend the Board of Directors take a more active role in monitoring transactions, such as examining cancelled checks, reconciling accounts, and reviewing bank reconciliations. We recommend these reviews be random and sporadic, rather than scheduled. Such reviews would act as a deterrent to irregularities and would allow the Authority an opportunity to timely detect and correct any errors that may occur.

**Officials Response:**

The Authority will analyze their internal control structure and the Board of Directors will monitor financial activity. Improvements in the internal control structure will be made as they are financially feasible in the future.

**Lewis County Blueprint Community**  
Coordinators Report 06/03/2021

**Grants**

- Continued to work with Josh Hinchman on a Transportation Alternatives grant for recreational trails.
- Set up a user account for grants.gov. This will allow me to search federal grants and apply as applicable.
- Met with the team from WVU and Ruth Straley for the Fulcrum Project. There was a site visit and a project overview. The team has agreed to also help with the trail in Jane Lew. They will provide services for everything short of the engineering.
- The latest Blueprint minigrant application was submitted for the rehabilitation of four Lewis County Gateway signs. Volunteers will remove and transport the signs to be rehabilitated. They will also sand and paint the posts. Each of the four signs will need to be done one at a time. The process will begin in July and the final grant report is due in December.
- Julia Spelsberg and I are working in a Try This WV grant for a series of 5k events over the next year.

**Greenway Initiative**

- The next Greenway Society meeting will be on June 17<sup>th</sup> at the Lewis County Park at pavilion 2. The meeting will focus on highlighting current trail opportunities in the county. It will also give a broad overview the entire process of greenway planning and what our community can expect as we go through the process of developing a system.
- I am currently in talks with André at Stonewall to secure the next time and date for a community trail walk.
- The birding event held on May 22 at Stonewall Dam went well. Nineteen people were in attendance. There are plans for a future birding event that will include hiking a more challenging trail to see different species of birds than what are found along the perimeter of the trails.
- Contact was made with the

**Contacts Made**

- I spoke with the Louis Bennet Library. We discussed partnering for an event in the spring to incorporate reading and physical activity.
- I met with Sherri James from the MORE community in Clarksburg. We will be meeting monthly to connect over what our communities are working on and to share any

challenges or successes we are experiencing. We are also exchanging information on grants and programming that we have come across.

### **General Information**

- Preparations are being made to being forming the sub-committees. This includes setting up virtual project spaces to house meeting and project information and announcing vacancies.
- Preparations are being made for our first greenways work session. I am researching all the steps that are involved in creating trails. My contacts are walking me through the process. This is the process that will be presented at the next Greenways meeting as well. This will allow the committee to plan as much as possible on our own. It will limit our costs and expedite the engineering services we will eventually need.
- Per the last committee meeting I have reached out to Amanda at The Hub to discuss creating by-laws and converting Blueprint into a non-profit.
- The SEE Impact team is assisting with the organization of the Colombia Club. I will attend a work session in July to
- The opportunity to advertise for a work study was identified. This would allow us to hire a student from WVU to work remotely or on site for the fall and spring semesters at no cost to the county. The student would work an average of 11 hours a week.

Request to hire Amanda Hager as Front Office/ Manager to work 40 hrs a week at the pay of \$11.00 an hour. Start date to be 5/13/2021.

**Joshua Hinchman**

Director  
Lewis Co Park  
304-269-6599

Find messages, documents, photos or people

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Compose

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**Inbox**

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- Administrator 15
- Advisory Opi...
- annex specs 2
- Annexation 2
- Assessor Remo... 2
- Atlantic Coas...
- Audit
- Bike Trail
- Blueprint Com... 9
- boyle
- boyscouts
- broadband 2
- broadband gra... 16
- Budget
- Building Commi... 5
- Buildings
- CCAWV 47
- Cell phone 3
- Centennial
- CFIA
- Cindy 2
- Cindywhetsel...

Request to hire Jenna Montgomery Yahoo/Inbox

2

**jhinchman@lewiscountywv** Wed, May 26 at 11:45 AM  
**To:** Cindy Whetsell,  
 lewiscountycommission@lew...  
 , Rebecca Carder

Request to Hire Janna Montgomery as lifeguard working up to 40 hours a week at the pay of \$9.35 an hr. Starting date of May 31, 2021.

**Joshua Hinchman**  
 Director  
 Lewis Co Park  
 304-269-6599

lewiscountycommission@lewiscountywv.org CC / BCC

**To**

- Rebecca Carder
- jhinchman@lewiscountywv.org

▼

---

> Show Original Message

Send **B** *I*

**BIDEN IS ON A ROLL**

**Biden Approves Billions in Mortgage Financial Assistance for Struggling U.S. Homeowners**

If you can't wait around for it and you owe less than \$331,760 on your home and haven't missed a mortgage payment in 6 months, use Congress's mortgage stimulus program for the middle class. You'll be happy when you see how much you can save.



**Select Your Zip Code**

**26452**

**Recalculate Your House Payment**

NMLS ID 167283, 3306 nmlsconsumeraccess.org LowerMyBill

Request to hire Regina Palmer for the position of maintenance working up to 40 hours a week up 90 day at the pay of \$8.90 an hour. Starting June 1, 2021.

**Joshua Hinchman**

Director

Lewis Co Park

304-269-6599

**FALL 2021 / SPRING 2022 / SUMMER 2022**  
**FEDERAL WORK-STUDY AGREEMENT FOR COMMUNITY PARTNERS**

This agreement between WEST VIRGINIA UNIVERSITY BOARD OF GOVERNORS on behalf of WEST VIRGINIA UNIVERSITY, hereinafter known as the “Institution,” and Lewis County Commission \_\_\_\_\_, hereinafter known as the “Agency,” (a public organization or a private nonprofit organization), which is qualified to participate in the Federal Work-Study program pursuant to 34 C.F.R. § 675, *et seq.* of the Code of Federal Regulations, is set forth for the purpose of providing work to students eligible to participate in the Federal Work-Study Program.

**Section I: Student Work**

Employment of students receiving Federal Work-Study funds must comport with federal regulations. As such, students must be properly supervised, the type of work must be appropriate and reasonable for the position for which the student was hired, the student’s employment may not impair existing contracts, displace employees, fill jobs that are vacant because the Agency’s regular employees are on strike, involve the construction, operation, or maintenance of any part of a facility used or to be used for religious worship or sectarian worship, or include employment for the U.S. Department of Education.

After a student is hired by the Agency, both the student and the Agency will receive an email detailing the position, supervisor, employee, rate of pay, Handshake job ID number and the maximum amount the student can earn. The Institution reserves the right to increase this amount based on available funding at the student’s or Agency’s request. The Institution also reserves the right to decrease or cancel the student’s Federal Work-Study funding based on changes in the student’s eligibility criteria. Should the amount change, the student and supervisor will be notified via email.

The student cannot begin working until confirmation has been received that the student has processed for payroll and received an official start date.

The Agency will be required to pay any earnings for the student should the student begin working prior to their official start date (for those specific days), work after the Agency has been notified the student is no longer eligible, or work over their allotted amount of Federal Work-Study funds.

A student working a consecutive four-hour period is entitled to a 15-minute break with pay. A student working a six to eight-hour period is entitled to two 15-minute breaks with pay and must clock out for no less than a 30-minute meal break (without pay). Paid breaks may not be taken at the beginning or end of the work period and are not cumulative. The breaks should be taken when they will not place an undue burden on the Agency.

Students are not permitted to work during University holidays or when the University is closed – including emergency closures such as snow days when both classes are canceled and University employees (except for emergency/essential personnel) are told not to report to work. Information on permissible work hours can be found in the WVU Federal Work-Study Supervisor Handbook available on the FWS Supervisor Resources page at <https://financialaid.wvu.edu/fws/supervisor>.

**Section I (a): Fall and Spring Semesters**

Students hired during the fall are anticipated to work both the fall and spring semesters. During the fall and spring semesters, students may work up to 20 hours per week and up to 40 hours per

week during breaks identified by the Institution. The agency will receive notification of such breaks.

In addition to not beginning employment prior to processing for payroll, students also cannot begin working until the first day of the fall semester for fall/spring. The last day a student can work for the semester is the last day of semester finals. The exception to this is if the student and Agency choose for the student to work during winter recess if the student is continuing on to the spring semester.

The last day a graduating student can work is the last day of finals for their last semester. Student employees cannot continue through winter recess if graduating in December or summer if graduating in May.

During the fall and spring semesters, the Agency is responsible for ensuring that the student:

- 1) Does not start working until the Agency has received an official start date for employment or prior to the first day of the fall semester (whichever comes last);
- 2) Does not go over the maximum amount they can earn through Federal Work-Study;
- 3) Does not work more than 20 hours per week unless during an approved break identified by the Institution in which they can work up to 40 hours per week;
- 4) Clocks out for at least a half hour meal break if working 6 hours or more for the day;
- 5) For the fall semester does not work beyond the last day of fall finals (unless they are a student continuing to spring who will be working the winter recess);
- 6) For the spring semester does not work beyond the last day of spring finals.

### **Section I (b): Summer Semesters**

In order to work during summer, students must apply for summer Federal Work-Study and meet the criteria for summer eligibility (which may vary from year to year).

If eligible for summer Federal Work-Study and hired, the amount they can earn provided in the email is the maximum amount for summer.

During summer semesters, students may work up to 40 hours per week if awarded full-time Federal Work-Study and up to 20 hours per week if awarded part-time Federal Work-Study.

Students cannot begin working for summer until the Agency has received an official start date for employment or prior to the first day of the summer semester (whichever comes last). The last day a student can work for summer is the last day of summer finals.

During summer semesters, the Agency is responsible for ensuring that the student:

- 1) Does not start working until the Agency has received an official start date for employment or prior to the first day of the fall semester (whichever comes last);
- 2) Does not go over the maximum amount they can earn through Federal Work-Study;
- 3) Does not work more than 40 hours per week if a full-time Federal Work-Study employee or more than 20 hours per week if part-time;
- 4) Clocks out for at least a half hour meal break if working 6 hours or more for the day;
- 5) Does not work beyond the last day of summer finals.

### **Section II: Training and Resources**

Federal Work-Study supervisors from the Agency must complete supervisor training each academic year before supervisors will be able to hire Federal Work-Study students. Training will be provided by the Institution. Information and resources for supervisors is available for the Agency online through the FWS Supervisor Resources page at <https://financialaid.wvu.edu/fws/supervisor>.

### **Section III: Employer/Employee Relationship; Compensation Responsibilities**

The Institution shall be deemed the employer for purposes of this agreement and shall determine student eligibility for employment under the Federal Work-Study Program in accordance with federal regulations. Compensation of students for work performed on a project under this agreement will be disbursed by WVU. Payments due as an employer's contribution under state or local workman's compensation laws under federal or state social security laws, or under other applicable laws will be made by the Institution. The Agency will pay to the Institution an amount calculated to cover the Agency's share of the compensation of students employed under this agreement. It is understood by the parties hereto that the Institution is dependent upon grants from the Federal Government pursuant to the Higher Education Act of 1965 for the payment of its share of the costs of this program and cannot make such payments unless it receives such Federal Grants.

During the summer session only, the amount of the Agency's share will be 10% of the compensation paid to students.

The Agency is responsible for requesting students by submitting the Federal Work-Study Request Form, hiring students by submitting the FWS Requisition Form, approving time and determining that students do perform the work. The Agency agrees to submit an electronic timesheet on a weekly basis (preferably every Friday) to [work-study@mail.wvu.edu](mailto:work-study@mail.wvu.edu).

Students working with approved Community Partners are paid at least \$11.00 per/ hour. Students may be considered for a merit salary increase at the request of the Agency. The Agency must complete a Pay Rate Increase Form and submit to the Institution for review. Merit increases are considered if the student is completing more complex tasks, exceeding performance requirements, or due to length of service. If approved, the Institution will notify the Agency, and the Agency will notify the student. Students receiving pay increases utilize more of their allotted maximum Federal Work-Study amount at an increased rate.

### **Section IV: Termination of Agreement**

Either party may end this agreement for convenience upon thirty (30) days written notice to the other party. However, unless circumstances arise that make the student's continued employment impossible, inappropriate, unsafe, or otherwise undesirable, the parties will work cooperatively to ensure that student(s) will be able to finish the current term as a Federal Work-Study worker with the Agency.

### **Section V: Removal of Student Workers**

Students may be removed from work on a particular assignment or from the Agency by the Institution, either on its own initiative or at the request of the Agency.

### **Section VI: Compliance with Applicable Law**

The Agency agrees that no student will be denied work or subjected to different treatment under this agreement on the grounds of race, national origin, age, disability, gender, gender identity, religion, political

affiliation, marital or familial status, or sexual orientation, and that it will comply with the provisions of the Civil Rights Act of 1964, the Americans with Disabilities Act, Title IX of the Education Amendments, the Family Educational Rights and Privacy Act, their implementing regulations, and any and all other applicable local, state, and federal law.

AGENCY Lewis County Commission

Name Rod Wyman

Title President

Signature \_\_\_\_\_

Date \_\_\_\_\_

WEST VIRGINIA UNIVERSITY BOARD OF GOVERNORS on behalf of WEST VIRGINIA UNIVERSITY

Name Cindy Whetsell

Title County Administrator

Signature *C. Whetsell*

Date 06/08/2021

**Program: OM&R Funding**  
**County: Lewis**  
**Agreement #**

**Lewis County Flood Control Dam and Channel  
Operation, Maintenance Funding Agreement**

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THIS AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, 2021, by and between the Lewis County Commission, West Fork Conservation District, and the West Virginia Conservation Agency.

**AUTHORITY:** WVCA: W.Va. Code 19-21A-4  
Lewis County Commission: W. Va. Code 7-1-3i

THE PURPOSE of this agreement is to recognize the need for ongoing operation, maintenance and inspection for critical infrastructure and to provide annual funding to operate and maintain the flood control structures in Lewis County.

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**It is Mutually agreed that:**

This agreement shall run on a 12-month fiscal year, July 1 to June 30. This agreement may be extended for up to five years by mutual consent of each party.

All sponsors agree to provide funding to the West Fork Conservation District on an annual fiscal year basis to address the operation and maintenance of the structures covered under this agreement.

Unless otherwise noted, the annual contributions will be:

Lewis County Commission .....	\$5,000.00
West Virginia Conservation Agency ...	\$5,000.00

The West Fork Conservation District shall send a letter in January of each year requesting these funds in accordance with the list above.

As part of the request, the West Fork Conservation District, in collaboration with the West Virginia Conservation Agency, shall make a report to the Lewis County Commission on prior fiscal year's operation and maintenance work, and provide a projection of work that will be performed during the upcoming fiscal year.

All parties listed above shall attend the scheduled operation and maintenance inspections on an annual basis at a time mutually agreed to by the parties.

Any costs outside of the regular operation and maintain will be negotiated and become part of a separate agreement between the parties.

**Page 2**  
**OM&R Funding Agreement**  
**Lewis County**  
**Agreement #**

West Virginia Conservation Agency funding is subject to annual appropriations from the WV Legislature.

Lewis County Commission's funding is subject to annual appropriations.

This agreement reflects the entire understanding between the parties. Any changes to this agreement shall be in writing and signed by all parties.

This agreement is governed by West Virginia law. If any part of this agreement is declared to be invalid by a body having competent jurisdiction, the remaining terms and conditions of the agreement survive in their entirety.

**LEWIS COUNTY COMMISSION**

**By:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

This action authorized at an  
Official meeting of the  
Lewis County Commission on  
the \_\_\_ day of \_\_\_\_\_, 2021,  
in the State of West Virginia.

**Attest:**

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

**WEST FORK CONSERVATION DISTRICT**

**By:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

This action authorized at an  
Official meeting of the  
West Fork Conservation District on  
the \_\_\_ day of \_\_\_\_\_, 2021,  
in the State of West Virginia.

**Attest:**

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

**Page 3**  
**OM&R Funding Agreement**  
**Lewis County**  
**Agreement #**

**WEST VIRGINIA CONSERVATION AGENCY**

**By:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

INVOICE

County Records Management and Preservation Grant Program

To: Division of Culture and History  
Archives and History  
1900 Kanawha Blvd. East, Bldg 9  
Charleston, WV 25305-0300

Invoice No: RMPB2021

Grant No.: Lewis County 2020-2021

Amount Requested: \$5,684.73

Purpose: Records Management and Preservation Board **FY 21** Grants

Make check payable to:

County Commission: Lewis County Commission

Commission's

Mailing Address: 110 Center Avenue

Weston, WV 26452

F.E.I.N.: 556000338

*I certify the attached invoice for which reimbursable payment has been requested has been audited against and conforms to the terms and conditions of the referenced grant Agreement.*

Signature: \_\_\_\_\_

**(Blue Ink)**

Title: President

Date: June 8, 2021

\_\_\_\_\_  
Director, Archives and History

\_\_\_\_\_  
Date

# Budget Resolution

At a regular session of the County Commission, held **June 8, 2021** the following order was made and entered:

**SUBJECT:** The revision of the Levy Estimate Budget of the **GENERAL COUNTY FUND, FY 2020/2021**, for the County of **LEWIS**. The following resolution was offered:

**RESOLVED:** That subject to approval of the State Auditor as ex officio chief inspector of public offices, the county commission does hereby direct the budget be revised **PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPROPRIATION CURRENTLY EXISTS**, as shown on budget revision number 6 **(six)**, a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved by \_\_\_\_\_, and duly seconded by \_\_\_\_\_ the vote thereon was as follows:

(circle one)

_____	yes	no
Roderick B. Wyman		
_____	yes	no
Agnes G. Queen		
_____	yes	no
Robert S. Stewart III		

**WHEREUPON, Roderick B. Wyman**, President, declared said resolution duly adopted, and it is therefore **ADJUDGED AND ORDERED** that said resolution be, and the same is, hereby adopted as so stated above, and the President is authorized to affix his signature on the attached "*Request for Revision to Approved Budget*" to be sent to the State Auditor for approval.

**REQUEST FOR REVISION TO APPROVED BUDGET**

Ora Ash, Director  
 West Virginia State Auditor's Office  
 200 West Main Street  
 Clarksburg, WV 26302  
 Phone: 627-2415 ext. 5114  
 Fax: 627-2417

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

CONTROL NUMBER  
 FY: 2020/2021  
 Fund: 1  
 Rev No. 6  
 Pg. of No. 1 of 1

Lewis County Commission  
 \_\_\_\_\_  
 GOVERNMENT ENTITY

Person To Contact Regarding Request:

Name: Becky Carder  
 Phone: (304) 269-8215  
 Fax: (304) 269-8202

110 Center Avenue  
 \_\_\_\_\_  
 STREET OR PO BOX  
Weston  
 \_\_\_\_\_  
 CITY  
26452  
 \_\_\_\_\_  
 ZIP CODE

COUNTY  
 Government Type

**REVENUES: (net each acct.)**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
382	Refunds/Reimbursements (External Sources)	171,457	54,207		225,664
323	State Grants	3,884	937		4,821
322	Federal Grants	2,009,999	64,053		2,074,052
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Revenues (ALL PAGES) 119,197

COUNTIES-TRANSFERS TO THE GENERAL FUND FROM OTHER FUNDS MUST HAVE PRIOR APPROVAL OF AUDITOR'S OFFICE

**EXPENDITURES: (net each account category)**

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
700	Sheriff-Law Enforcement	680,370	1,071		681,441
403	Circuit Clerk	295,998	937		296,935
424	Courthouse	5,136,605	105,188		5,241,793
431	Economic Development	64,528	12,000		76,528
	#N/A				

NET INCREASE/(DECREASE) Expenditures 119,197

APPROVED BY THE STATE AUDITOR  
 BY: \_\_\_\_\_  
 Deputy State Auditor, Local Government Services Div. Date

AUTHORIZED SIGNATURE  
 OF ENTITY

APPROVAL  
 DATE

# Budget Resolution

At a regular session of the County Commission, held **June 8, 2021** the following order was made and entered:

**SUBJECT:** The revision of the Levy Estimate Budget of the **GENERAL COUNTY FUND, FY 2020/2021**, for the County of **LEWIS**. The following resolution was offered:

**RESOLVED:** That subject to approval of the State Auditor as ex officio chief inspector of public offices, the county commission does hereby direct the budget be revised **PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPROPRIATION CURRENTLY EXISTS**, as shown on budget revision number 7 **(seven)**, a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved by \_\_\_\_\_, and duly seconded by \_\_\_\_\_ the vote thereon was as follows:

*(circle one)*

_____	yes	no
Roderick B. Wyman		
_____	yes	no
Agnes G. Queen		
_____	yes	no
Robert S. Stewart III		

**WHEREUPON, Roderick B. Wyman**, President, declared said resolution duly adopted, and it is therefore **ADJUDGED AND ORDERED** that said resolution be, and the same is, hereby adopted as so stated above, and the President is authorized to affix his signature on the attached "*Request for Revision to Approved Budget*" to be sent to the State Auditor for approval.

Ora Ash, Director  
 West Virginia State Auditor's Office  
 200 West Main Street  
 Clarksburg, WV 26302  
 Phone: 627-2415 ext. 5114  
 Fax: 627-2417

**REQUEST FOR REVISION TO APPROVED BUDGET**

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

CONTROL NUMBER  
 FY: 2020/2021  
 Fund: 1  
 Rev. No. 7  
 Pg. of No. 1 of 1

Lewis County Commission

GOVERNMENT ENTITY

Person To Contact Regarding Request:

Name: Becky Carder

Phone: (304) 269-8215

Fax: (304) 269-8202

110 Center Avenue

STREET OR PO BOX

Weston

CITY

26452

ZIP CODE

COUNTY

Government Type

**REVENUES: (net each acct.)**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
301-99	Property Tax - Excess Levy	4,634,669	27,810		4,662,479
302	Tax Penalties & Interest	85,000	4,000		89,000
304	Property Transfer Tax	80,441	50,000		130,441
308	Wine & Liquor Tax	10,000	34,000		44,000
309	Hotel Occupancy Tax	600,000	30,000		630,000
319	Miscellaneous Permits	215	120		335

NET INCREASE/(DECREASE) Revenues (ALL PAGES)

318,062

COUNTIES-TRANSFERS TO THE GENERAL FUND FROM OTHER FUNDS MUST HAVE PRIOR APPROVAL OF AUDITOR'S OFFICE

**EXPENDITURES: (net each account category)**

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
424	Courthouse	5,241,793	303,062		5,544,855
900	Parks & Recreation		6,000		6,000
911	Visitor's Bureau		7,500		7,500
916	Library		1,500		1,500
	#N/A				

NET INCREASE/(DECREASE) Expenditures

318,062

APPROVED BY THE STATE AUDITOR

BY: \_\_\_\_\_  
 Deputy State Auditor, Local Government Services Div. Date

AUTHORIZED SIGNATURE  
 OF ENTITY

APPROVAL  
 DATE



Quotation

Quote Number 2021-15772
Terms Net 30 Days
Date 06/01/2021
Sales Person Adam Freeman
Valid Until 07/01/2021
Shipping Fedex
Contract Number
Cooperative

Ship To: Michael Cayton, Lewis County Sheriff's Office, [WV] [SS], 110 Center Ave., Weston, WV 26452, United States, 304-269-8251, mcayton@lewiscountywv.org
Bill To: Michael Cayton, Lewis County Sheriff's Office, [WV] [SS], 110 Center Ave., Weston, WV 26452, United States, 304-269-8251, mcayton@lewiscountywv.org

Table with 5 columns: #, Qty., Product, Item Code, Unit Price, Ext. Price. Row 1: 1, 14, 9' Stop Stick Kit w/Tray - Red, S3011K, \$ 475.00, \$ 6,650.00. Row 2: 2, 1, 9' Stop Stick Training Kit-w/Storage Bag, S9004K, \$ 280.00, \$ 280.00.

Quotation Totals

Currency: US Dollar
Subtotal: \$ 6,930.00
Shipping Provider: Fedex
Shipping and Handling: \$ 154.00
Total: \$ 7,084.00

Notes

Each kit includes: 3 Stop Sticks, sleeve, cord reel, one replacement stick, mounting tray, & 5 year warranty

Quotation Accepted By

Quote Number 2021-15772
P.O. Number
Tax Exempt #
Print Name
Title
Signature
Date



## **STOP STICK**

### **5 YEAR NO COST REPLACEMENT GUARANTY**

Stop Stick, Ltd. will replace any STOP STICK, rendered unusable from deployment in an actual pursuit at no cost for the five (5) year guaranty period. Cord Reels and Deployment Sleeves will be replaced throughout the guaranty period if the device is deemed unserviceable as a result of use in an actual pursuit. The guaranty period is applicable from the date of delivery.

Your initial supply of replacement STOP STICKS will be sent to you with your order; one (1) replacement STOP STICK for each STOP STICK Rack Kit purchased. For example, if you purchase twenty-five (25) STOP STICK Rack Kits, you receive twenty-five (25) replacement STOP STICKS for your inventory. In the event that this initial supply of replacement STOP STICKS is exhausted, additional replacement STOP STICKS will be supplied free of charge throughout the guaranty replacement period. You will be provided with sufficient replacement STOP STICKS to equip each covered STOP STICK Rack Kit (9 ft. version – 3 STOP STICKS, 12 ft. version – 4 STOP STICKS). If your department has purchased STOP STICK Rack Kits previously or will be doing so in the future, please be aware that the replacement policy is applied to each separate STOP STICK Rack Kit at the time of purchase. We will track your replacement STOP STICKS and date(s) of purchase. To take full advantage of the STOP STICK guaranty, set up your replacement inventory on a First in – First out (FIFO) basis. Your Stop Stick, Ltd. representative will be more than happy to assist your department in establishing a replacement inventory policy and procedure.

In order to take advantage of our Replacement Guaranty, you must submit Incident Reports covering each STOP STICK damaged. This will document your department's use of all of the replacement STOP STICKS previously provided. For example, in the event that you receive an initial supply of twenty-five (25) replacement STOP STICKS you must submit Incident Reports detailing the use and damage to twenty-five (25) STOP STICKS before replacement STOP STICKS can be provided free of charge. This procedure provides your agency and us with valuable information and will insure that we provide you with an adequate supply of replacement STOP STICKS. Finally, in the event that, during the guaranty period, a Cord Reel or Deployment Sleeve is damaged and becomes unusable due to use in an actual deployment, contact Stop Stick, Ltd. for replacement instructions.

**Stop Stick, Ltd. Price Schedule**  
**DOMESTIC**  
**Effective May 1, 2021**

**PURSUIT CONTROL DEVICES**

Product	Part Number	PRICE EXW*					
		1-24 Units	25-49 Units	50-99 Units	100-249 Units	250-499 Units	500+ Units
<b>9' STOP STICK KIT w/TRAY</b> (Includes: 3 Stop Stick, 1 Replacement Stick, Mounting Tray, Cord Reel & Sleeve)							
Red Stick/Black Sleeve	S3011K	\$475.00	\$465.00	\$455.00	\$445.00	\$435.00	\$425.00
Black Stick/Black Sleeve	S3012K						
Red Stick/Camo Sleeve	S3015K						
Black Stick/Camo Sleeve	S3016K						
<b>9' STOP STICK KIT w/STORAGE BAG</b> (Includes: 3 Stop Stick, 1 Replacement Stick, Storage Bag, Cord Reel & Sleeve)							
Red Stick/Black Sleeve	S3700K	\$475.00	\$465.00	\$455.00	\$445.00	\$435.00	\$425.00
Black Stick/Black Sleeve	S3701K						
Red Stick/Camo Sleeve	S3715K						
Black Stick/Camo Sleeve	S3716K						
<b>9' STOP STICK KIT w/HOLSTER</b> (Includes: 3 Stop Stick, 1 Replacement Stick, Holster, Cord Reel & Sleeve)							
Red Stick/Black Sleeve	S3800K	\$604.00	\$594.00	\$584.00	\$574.00	\$564.00	\$554.00
Black Stick/Black Sleeve	S3801K						
Red Stick/Camo Sleeve	S3802K						
Black Stick/Camo Sleeve	S3803K						
<b>9' STOP STICK KIT</b> (Includes: 3 Stop Stick, 1 Replacement Stick, Cord Reel & Sleeve)							
Red Stick/Black Sleeve	S3013K	\$455.00	\$445.00	\$435.00	\$425.00	\$415.00	\$405.00
Black Stick/Black Sleeve	S3014K						
Red Stick/Camo Sleeve	S3017K						
Black Stick/Camo Sleeve	S3018K						
<b>12' STOP STICK KIT w/TRAY</b> (Includes: 4 Stop Stick, 1 Replacement Stick, Mounting Tray, Cord Reel & Sleeve)							
Red Stick/Black Sleeve	S3511K	\$550.00	\$540.00	\$530.00	\$520.00	\$510.00	\$500.00
Black Stick/Black Sleeve	S3612K						
Red Stick/Camo Sleeve	S3515K						
Black Stick/Camo Sleeve	S3616K						
<b>12' STOP STICK KIT w/STORAGE BAG</b> (Includes: 4 Stop Stick, 1 Replacement Stick, Storage Bag, Cord Reel & Sleeve)							
Red Stick/Black Sleeve	S3702K	\$550.00	\$540.00	\$530.00	\$520.00	\$510.00	\$500.00
Black Stick/Black Sleeve	S3703K						
Red Stick/Camo Sleeve	S3717K						
Black Stick/Camo Sleeve	S3718K						
<b>12' STOP STICK KIT w/HOLSTER</b> (Includes: 4 Stop Stick, 1 Replacement Stick, Holster, Cord Reel & Sleeve)							
Red Stick/Black Sleeve	S3850K	\$679.00	\$669.00	\$659.00	\$649.00	\$639.00	\$629.00
Black Stick/Black Sleeve	S3851K						
Red Stick/Camo Sleeve	S3852K						
Black Stick/Camo Sleeve	S3853K						
<b>12' STOP STICK KIT</b> (Includes: 4 Stop Stick, 1 Replacement Stick, Cord Reel & Sleeve)							
Red Stick/Black Sleeve	S3512K	\$530.00	\$520.00	\$510.00	\$500.00	\$490.00	\$480.00
Black Stick/Black Sleeve	S3613K						
Red Stick/Camo Sleeve	S3516K						
Black Stick/Camo Sleeve	S3617K						

**TRAINING KITS**

Product	Part Number	PRICE EXW*
<b>9' STOP STICK TRAINING KIT</b> (Includes: 3 Training Sticks, 2 Training Sleeves, 4 Cord Reels & Important Information Tag/Card)		
Without Storage Bag	S9003K	\$260.00
With Storage Bag	S9004K	\$280.00
<b>12' STOP STICK TRAINING KIT</b> (Includes: 4 Training Sticks, 2 Training Sleeves, 4 Cord Reels & Important Information Tag/Card)		
Without Storage Bag	S9203K	\$300.00
With Storage Bag	S9204K	\$320.00

## ACCESSORIES

Product	Part Number	Price EXW*
One STOP STICK, Red	S1001	\$129.00
One STOP STICK, Black	S1002	\$129.00
Cord Reel	S2200	\$29.00
Sleeve, Black - 9'	S2100	\$43.00
Sleeve, Gray Camo - 9'	S2115	\$43.00
Sleeve, Black - 12'	S2500	\$49.00
Sleeve, Gray Camo - 12'	S2515	\$49.00
Sleeve, Barracuda	S2800	\$49.00
Sleeve, Training, Red - 9'	S2101	\$45.00
Sleeve, Training, Red - 12'	S2102	\$49.00
Training Stick	S9100	\$35.00
Storage Bag	S3704	\$49.00
Aluminum Tray - 9'	S2400	\$49.00
Aluminum Tray - 12'	S3400	\$49.00
Holster	S2433	\$200.00

## PURSUIT PREVENTION DEVICES

Product	Part Number	Price EXW*
<b>PIRANHA</b>		
Black	S6001K	\$35.00
<b>TERMINATOR (2')</b> (Includes: 2 Extra Spike Cartridges & 1 Extra End Cap)		
Low Visibility Black	S8046K	\$160.00
High Visibility Red	S8056K	\$160.00
<b>PATROL TERMINATOR (17.5")</b> (Includes: 2 Extra Spike Cartridges, 1 Extra End Cap & 1 Console Bracket)		
Black	S8059K	\$135.00
Lanyard	S8032	\$15.00
Cage Mounting Bracket (Patrol Term/Terminator)	S8135	\$25.00
Console Mounting Bracket (Patrol Term/Terminator)	S8136	\$10.00

Products	Part Number	Price EXW*	
		1-49 Units	50+ Units
<b>BARRACUDA (3')</b> (Includes: 4 Extra Cartridges and 2 Extra End Caps)			
Low Visibility Black	S8048K	\$230.00	\$220.00
High Visibility Red	S8057K	\$230.00	\$220.00
<b>BARRACUDA (49.75")</b> (Includes: 4 Extra Cartridges & 2 Extra End Caps)			
Low Visibility Black	S8050K	\$320.00	\$310.00
High Visibility Red	S8052K	\$320.00	\$310.00
<b>BARRACUDA KIT</b> (Includes: 3 Barracudas, 1 Sleeve, 1 Cord Reel, 1 Storage Bag, 12 Extra Cartridges & 6 Extra End Caps)			
Low Visibility Black	S8049K	\$635.00	\$615.00
High Visibility Red	S8089K	\$635.00	\$615.00

## HIT KITS

Product	Part Number	Price EXW*
<b>PIRANHA HIT KIT</b> (Includes: 3 Replacement Spike Cartridges & 1 Replacement End Cap)		
	S6002K	\$75.00
<b>TERMINATOR &amp; BARRACUDA HIT KIT</b> (Includes: 10 Replacement Spike Cartridges & 2 Replacement End Caps)		
Low Visibility Black	S8047K	\$110.00
High Visibility Red	S8053K	\$110.00

\* EXW Stop Stick, Ltd. Harrison, OH 45030

Transportation, insurance and freight forwarding charges are the responsibility of the buyer.

# STOP STICK TRAINING KIT



## Training Matters

Simulating deployments of Stop Stick® devices is the best way to prepare for the proper use in the field. Stop Stick training kits allow officers to practice proper deployment with a tool that is the same shape, size and feel as live Stop Stick devices, but without the spikes. The training kit can be deployed and ran over multiple times without deflating tires, allowing officers to practice proper timing and coordination.

## What's Included

Stop Stick® Training Kits come in two lengths:

### 9' Training Kit

- (3) 3ft Polymer Training Stick
- (2) Red Training Sleeves
- (4) Cord Reels
- (Optional) Storage Bag

### 12' Training Kit

- (4) 3ft Polymer Training Stick
- (2) Red Training Sleeves
- (4) Cord Reels
- (Optional) Storage Bag

**STOP STICK®**

# Tire Deflation/ Pursuit Termination Device

## SAFE

- Plastic housing provides officer safety during deployment and removal from the roadway.
- Deployment sleeve, with attached 80-foot (24m) cord, allows the deploying officer to stand a safe distance from the road.
- Engineered to deflate tires without blowout; hollow Teflon® coated quills act as valves, releasing air at a safe, controlled rate.
- Eliminates the need for time-consuming, costly and potentially hazardous repair to deflation device.
- No debris left on roadway.



## SIMPLE

- STOP STICK® offers the fastest deployment of any tire deflation device.
- Sleeved, trunk-mounted STOP STICKS allow for fast, easy access.
- Lightweight construction - just over 1 pound (.516kg) - makes deployment and retrieval virtually effortless.
- In-sleeve deployment allows an officer to throw device from the side of the road and quickly remove it by pulling the cord reel.
- Multi-directional spikes ensure correct deployment (any side can be facing down).
- Simple design is not dependent on complicated and unreliable technology such as wires.



## EFFECTIVE

- Deflates tires on virtually all vehicles including cars, buses and tractor-trailers.
- Over 30,000 successful documented deployments.
- Can be used by departments with, or without, pursuit policies.



## ACCESSORIES

The two items below are included with each rack.  
May also be purchased separately.

**SLEEVE** Double-sewn nylon ripstop construction.



**CORD REEL** 80 feet (24m) of woven polyester line with comfortable, easy-to-hold handle - an added safety feature for officer deployment.



## STORAGE AND MOUNTING OPTIONS

**MOUNTING TRAY**

- Mountable in Cars, or SUVs, for quick deployment
- Less than one pound
- Dimensions
  - o Length 36 ½ in.
  - o Height 6 ¾ in.



**STORAGE BAG**

- Can be moved between vehicles as needed
- Less than one pound
- Dimensions
  - o Length 39 in.
  - o Height 9 in.
  - o Depth 9 in.



**HOLSTER**

- Durable metal enclosure for SUV or Car storage
- Roughly 5 pounds
- Dimensions
  - o Length 37 ½ in.
  - o Height 9 ¼ in.
  - o Depth 4 in.

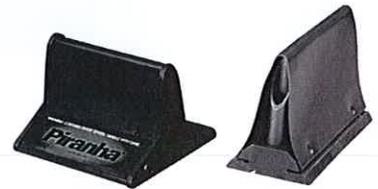


# Pursuit Prevention / Perimeter Protection

The best way to stop a pursuit. Don't let it start. With Stop Stick, Ltd.'s line of pursuit prevention and perimeter protection products, law enforcement personnel can quickly and easily secure vehicles and venues. Intended for use when a vehicle needs stopped immediately, these devices will deflate tires in 5 seconds or less.

## **Piranha**

At 3 ½ inches in length and with a weight of 5.2, the Piranha is a compact, easy-to-deploy and effective tire-deflation device. The Piranha provides added control during operations where potential for subject flight is anticipated. Excellent support for SWAT Teams, Tactical Units, Traffic Stops/DUI, Detectives, Surveillance, Drug Raids and more.



## **Terminator** + **Patrol Terminator**



In high-risk stop situations, such as a DUI, or whenever the officer senses the need, the Patrol Terminator® and Terminator® provide a preemptive advantage. Eliminating the subject's ability to flee successfully, it gives officers an edge when they need it most, facilitates better control of high-risk stop situations and helps prevent dangerous pursuits from occurring. Self-righting end caps allow officers to deploy the device without taking their eyes off the situation. At 17 ½ inches and 24 inches in length, these devices offer enough road coverage to ensure a suspect has nowhere to go.

## **Barracuda**

Stop vehicle entry into restricted areas, with Barracuda. Capable of deflating the tires of cars, trucks, buses and tractor-trailers quickly and safely, Barracuda enables fast, easy cordoning of areas to restrict ingress/egress or to control traffic flow. With 3 feet of coverage, Barracuda is excellent for Secured/Gated Area Checkpoints, Sobriety Checkpoints, Border Patrol, Emergency-Site Control, Perimeter Security, Special Events, SWAT Teams.



**STOP STICK®**

# Pursuit Prevention / Perimeter Protection

## **Piranha**



Length	3 1/2 inches	Quill Diameter	3/8 <sup>th</sup> inch
Weight	5.2 ounces	Deflation Time	3-5 seconds
Quills	2	Replaceable Cartridges?	Yes
Quill Length	2 inches	Roll Over End Caps?	No

## **Terminator**

## *Patrol* **Terminator**



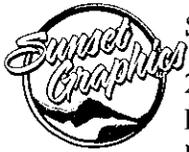
Length	24 inches	Length	17.5 inches
Weight	2 pounds	Weight	1.7 pounds
Quills	7	Quills	5
Quill Length	2 inches	Quill Length	2 inches
Quill Diameter	3/8 inch	Quill Diameter	3/8 <sup>th</sup> inch
Deflation Time	3-5 seconds	Deflation Time	3-5 seconds
Replaceable Cartridges?	Yes	Replaceable Cartridges?	Yes
Roll Over End Caps?	Yes	Roll Over End Caps?	Yes

## **Barracuda**



Length	36/50 inches	Quill Diameter	3/8 <sup>th</sup> inch
Weight	3/3.7 pounds	Deflation Time	3-5 seconds
Quills	11/15	Replaceable Cartridges?	Yes
Quill Length	2 inches	Roll Over End Caps?	Yes

**STOP STICK®**



SUNSET GRAPHICS, LLC

214 Pocahontas Street  
Buckhannon, WV 26201  
Ph. (304) 472-6369  
Fax (304) 472-4915

# Estimate

DATE	ESTIMATE #
6/1/2021	15529

NAME / ADDRESS
Lewis County Sheriff's Department

PROJECT

DESCRIPTION	QTY	COST	TOTAL
Charcoal Gray Wrap - 2018 Jeep Patriot	1	2,500.00	2,500.00
Sales Tax		7.00%	175.00
<b>TOTAL</b>			\$2,675.00

# NOTICE

**To:** Lewis County  
**From:** Lewis County Commission  
**CC:**  
**Date:** June 10, 2021  
**Re:** Special Session

---

The Lewis County Commission will hold a special meeting on Thursday, June 10, 2021 at 12:45 PM at the Commission Room. The purpose of this meeting is to approve the request of the LC Sheriff to hire Kristin Droppleman as Law Enforcement Secretary. *(Action required)*

Approval of Try This WV Mini-grant - Victoria Stansberry, Blueprint Community  
*(Action Required)*



CITY OF  
**WESTON**  
West Virginia

**CITY OF WESTON BOARDS/COMMISSIONS**

**APPLICATION**

Name: Mackenzie R. Murphy

Address: 24 Kitson Street  
Weston, WV 26452

Telephone: (Home) (304) 269-3750 (Cell) (304) 203-3131

Please mark each board/commission you wish to be considered.

Planning Commission

Weston Fine Arts Committee

Historical Landmarks Commission

Fairs and Festivals Committee

Board of Parks and Recreation

Municipal Appeals Board

Board of Zoning Appeals

Weston Cemetery Board

Please provide a detailed summary of your experience, education and/or training that would contribute to the board and/or commission you are requesting appointment:

Bachelor of Science and Master of Science in Civil Engineering  
10+ Years of Highway Maintenance/Construction Experience  
5+ Years of Supervisory Experience

  
Signature

6/2/2021  
Date

This application will be reviewed by the City of Weston Council. You will be contacted after the Council has rendered a decision. We appreciate your interest in assisting your local government.



WEST VIRGINIA DEPARTMENT OF TRANSPORTATION

**Division of Highways**

1900 Kanawha Boulevard East • Building Five • Room 110  
Charleston, West Virginia 25305-0430 • (304) 558-3505

Byrd E. White, III  
Secretary of Transportation/  
Commissioner of Highways

Jimmy Wriston, P. E.  
Deputy Secretary/  
Deputy Commissioner

May 25, 2021

MEMORANDUM

**TO:** Mackenzie R. Murphy  
0780 – HMNASST

**FROM:** Natasha B. White, Acting Director *NBW*  
Highways Personnel Division

**SUBJECT:** Secondary Employment Review

Your request for determination regarding your secondary employment has been reviewed and has been approved with the following conditions:

- Your position with the West Virginia Division of Highways (DOH) is your primary employment. As such you are expected to fulfill your duties to the upmost of your abilities and not allow the performance of duties associate with your secondary employer to interfere with your position with the DOH.
- Performance of duties associated with your secondary employer shall only be performed during nonscheduled work time unless during prior approved annual leave or on State holidays.
- Use of State resources in the performance of your secondary employment is strictly prohibited.
- Performance of your secondary employment shall not be performed in such a manner as may reasonably be regarded as official State action.
- If the agency believes that your work performance is adversely impacted for any reason or if your secondary employment conflicts with the interests of the DOH, the agency reserves the right to rescind its approval of your secondary employment.

Should you have any questions regarding this matter, please contact your district's Human Resources Manager, Cindy Palagino, or myself. Thank you for your cooperation.

NBW:r

cc: Brian Cooper, P. E.  
District 7 Engineer/Manager

Cindy Palagino  
District 7 Human Resources Manager



CITY OF  
**WESTON**  
West Virginia

CITY OF WESTON BOARDS/COMMISSIONS  
APPLICATION

Name: Betty Jo Brooks  
Address: 855 Walnut Street  
Weston West VIRGINIA 26452  
Telephone: (Home) 304-269-5969 (Cell) 304-439-4461

Please mark each board/commission you wish to be considered.

Planning Commission

Weston Fine Arts Committee

Historical Landmarks Commission

Fairs and Festivals Committee

Board of Parks and Recreation

Municipal Appeals Board

Board of Zoning Appeals

Weston Cemetery Board

Please provide a detailed summary of your experience, education and/or training that would contribute to the board and/or commission you are requesting appointment:

with City Government for over 12 years - all areas - Employed  
Head of Neighborhood Watch - Weston  
worked with Fairs and Festivals - 5 years - familiar with all needs of  
Helped on committee - Miracle on Main Street - October Fest Planning  
worked on several committees around Weston - 2 years Service with EMS  
Live + Work In Weston

Betty Jo Brooks  
Signature

05/04/2021  
Date

This application will be reviewed by the City of Weston Council. You will be contacted after the Council has rendered a decision. We appreciate your interest in assisting your local government.

**7. and 8. Sanitary Board and Department Head Reports**

**CITY OF WESTON**  
**Profit & Loss Budget vs. Actual**  
 July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
382.000 REFUNDS AND REBATES	168.35		
Fire Dept MVA Responses	500.00		
wv coal severance	7,196.39	6,500.00	696.39
WV TREASURY VENDER NTE	7,078.53		
301.000 · PROPERTY (AD VALOREM) TAXES	390,820.45	408,272.00	-17,451.55
302.000 · TAX PENALTIES & INTEREST	11,112.94	2,000.00	9,112.94
303.000 · GAS & OIL SERVANCE TAX	6,561.12	10,000.00	-3,438.88
304.000 · EXCISE TAX ON UTILITIES	290,523.89	375,000.00	-84,476.11
305.000 · B & O TAX	493,362.74	445,000.00	48,362.74
306.000 · WINE & LIQUOR TAX (WLP)	66,786.32	45,000.00	21,786.32
307.000 · ANIMAL CONTROL TAX	1,055.70	1,000.00	55.70
314.000 · Sales Tax Revenue	427,708.65	575,000.00	-147,291.35
320.000 · FINES, FEES & COURT COSTS			
Court	213.78		
320.000 · FINES, FEES & COURT COSTS - Other	10,483.00	25,000.00	-14,517.00
<b>Total 320.000 · FINES, FEES &amp; COURT COSTS</b>	10,696.78	25,000.00	-14,303.22
321.000 · PARKING VIOLATIONS	290.00	1,500.00	-1,210.00
325.000 · LICENSES	12,416.09	10,500.00	1,916.09
326.000 · PERMIT FEES	10,177.65	500.00	9,677.65
327.000 · MISC. PERMITS	75.00		
328.000 · FRANCHISE FEES	33,389.76	40,000.00	-6,610.24
330.000 · IRP FEES	118,779.24	50,000.00	68,779.24
336.000 · CEMETERY REVENUES	0.00	1,000.00	-1,000.00
341.000 · MUNICIPAL SERVICE FEES	276,394.58	280,000.00	-3,605.42
342.000 · PARKING METER REVENUES	1,391.23	15,000.00	-13,608.77
343.000 · OFF STREET PARKING	2,580.00	3,000.00	-420.00
344.000 · COLLECTIONS DELINQUENT ACCTS			
DELINQUENT MUNICIPAL	605.56		
<b>Total 344.000 · COLLECTIONS DELINQUENT ACCTS</b>	605.56		
361.000 · CHARGES FOR SERVICES	0.00	15,000.00	-15,000.00
366.000 · STATE GOVERNMENT GRANTS			
14LEDA0125 WFD \$2000 CLOSED	4.27		
<b>Total 366.000 · STATE GOVERNMENT GRANTS</b>	4.27		

**CITY OF WESTON**  
**Profit & Loss Budget vs. Actual**  
 July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget
<b>367.000 · Other Grants</b>			
<b>367.005 · CARES ACT</b>	253,912.86		
<b>367.000 · Other Grants - Other</b>	7,198.20	50,000.04	-42,801.84
<b>Total 367.000 · Other Grants</b>	261,111.06	50,000.04	211,111.02
<b>376.000 · VIDEO LOTTERY/GAMBLING INCOME</b>			
<b>376.001 · GREENBRIER DISTRIBUTION INCOME</b>	339.07		
<b>376.002 · TABLE GAMES DISTRIBUTION INCOME</b>	7,533.40		
<b>376.000 · VIDEO LOTTERY/GAMBLING INCOME - Other</b>	2,110.66	20,000.00	-17,889.34
<b>Total 376.000 · VIDEO LOTTERY/GAMBLING INCOME</b>	9,983.13	20,000.00	-10,016.87
<b>381.000 · REIMBURSEMENTS</b>			
<b>381.401 · HISTORICAL LANDMARK COMMISSION</b>	-500.00		
<b>381.000 · REIMBURSEMENTS - Other</b>	110,046.19		
<b>Total 381.000 · REIMBURSEMENTS</b>	109,546.19		
<b>383.000 · SALE OF FIXED ASSETS</b>	143.10		
<b>389.000 · ACCIDENT REPORTS/INCIDENT</b>	2,100.00	2,000.00	100.00
<b>397.000 · Video Lottery (LVL)</b>	21,275.49	15,999.97	5,275.52
<b>399.000 · MISCELLANEOUS REVENUE</b>	1,885.88		
<b>Total Income</b>	2,575,720.09	2,397,272.01	178,448.08
<b>Gross Profit</b>	2,575,720.09	2,397,272.01	178,448.08
<b>Expense</b>			
<b>104.0 · Payroll Taxes</b>	5,007.81		
<b>210.0 · Advertising</b>	120.00		
<b>211.0 · Telephone</b>	265.80		
<b>213.0 · Utilities</b>	1,642.08		
<b>215.0 · Building Maintenance</b>	321.00		
<b>223.0 · Professional Services</b>	2,454.00		
<b>341.0 · Materials and Supplies</b>	2,604.46		
<b>343.0 · Gasoline and Oil</b>	77.09		
<b>345.0 · Uniforms</b>	249.85		
<b>410.103 · CITY COUNCIL OFFICAL'S SALARIES</b>	14,700.00	16,793.00	-2,093.00
<b>410.104 · CITY COUNCIL PAYROLL TAXES</b>	1,652.55	0.00	1,652.55
<b>410.341 · CITY COUNCIL MATERIALS &amp; SUPPLY</b>	275.00		
<b>412.103 · CITY MANAGER WAGES</b>	30,156.46	135,084.00	-104,927.54
<b>412.104 · CITY MANAGER-PAYROLL TAXES</b>	5,221.40	0.00	5,221.40
<b>412.211 · CITY MANAGER TELEPHONE</b>	203.32		
<b>412.341 · CITY MANAGER'S SUPPLIES &amp; MATER</b>	51.75	0.00	51.75
<b>413.237 · TREASURER'S FEES AND TAXES</b>	-286.00		
<b>414.103 · FINANCE OFFICE</b>	0.00	105,095.00	-105,095.00
<b>414.220 · FINANCE LEGAL FEES AND ADVICE</b>	350.00		

8:47 AM

06/07/21

Cash Basis

**CITY OF WESTON**  
**Profit & Loss Budget vs. Actual**  
 July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget
414.223 · FINANCE DEPT. PROF. SERVICES			
414.224 · FINANCE DEPT. AUDIT SERVICES	22,896.00		
414.223 · FINANCE DEPT. PROF. SERVICES - Other	40,904.55		
<b>Total 414.223 · FINANCE DEPT. PROF. SERVICES</b>	<b>63,800.55</b>		
414.230 · FINANCE DEPT CONTRACT SERV	16,586.59		
414.237 · FINANCE OTHER FEES & TAXES	8,530.38		
415.101 · CITY CLERK'S OFFICE - SALARY	93,988.85	75,355.00	18,633.85
415.104 · CITY CLERK'S OFFICE-PAYROLL TAX	10,896.35	0.00	10,896.35
415.105 · CITY CLERK'S OFFICE-EMP INSURAN	101,768.40	0.00	101,768.40
415.106 · CITY CLERK'S OFFICE-RETIREMENT	6,264.84	0.00	6,264.84
415.218 · CITY CLERK'S POSTAGE	7.70		
415.220 · CITY CLERK'S ADV/ LEGAL	4,740.50		
415.223 · CITY CLERK'S PROFESSIONAL SERVI	6,521.60		
415.341 · CITY CLERKS SUPPLIES & MATERIAL	274.05	0.00	274.05
416.101 · POLICE JUDGE'S OFFICAL'S SALARY	0.00	10,805.00	-10,805.00
417.103 · CITY ATTORNEY SALARIES & WAGES	3,482.14		
417.104 · CITY ATTORNEY PAYROLL TAXES	266.37		
417.223 · CITY ATTORNEY PROFESSION SERVIC	43,859.87	20,000.00	23,859.87
424.000 · CONTRIBUTIONS TO COMMS/AUTHORIT	0.00	50,500.00	-50,500.00
435.222 · REGIONAL DEV AUTHORITY-DUES&SUB	4,727.00	4,000.00	727.00
436.101 · CODE ENFORCEMENT WAGES	69,003.83	61,200.00	7,803.83
436.104 · CODE ENFORCEMENT-PAYROLL TAX	5,730.01	0.00	5,730.01
436.217 · CODE ENFORMENT VEHICLE MAINT	1,744.39		
436.221 · CODE ENFORCEMENT TRAINING & ED	75.00	0.00	75.00
436.230 · CODE ENFORCEMEMENT CONTRACT SVC	1,129.00		
436.341 · CODE ENFORCEMENT SUPPLIES	1,117.31	0.00	1,117.31
436.343 · CODE ENFORCEMENT FUEL	575.99	0.00	575.99
437.000 · CITY HALL PLANNING AND ZONING	0.00	107,307.00	-107,307.00
437.106 · CITY HALL RETIREMENT	37,097.60		
440.105 · CITY HALL CONTRIBUTION LIFE INS	4,288.76		
440.109 · CITY HALL EYE AND DENTAL INSUR	9,484.27		
440.112 · CITY HALL WORKERS COMP	37,668.00	0.00	37,668.00
440.211 · CITY HALL TELEPHONE	3,885.19	0.00	3,885.19
440.212 · CITY HALL WIRELSS PHONE	1,600.84		
440.213 · CITY HALL UTILITIES			
440.250 · CITY HALL GAS UTILITY	1,989.77		
440.251 · CITY HALL WATER	721.78		
440.213 · CITY HALL UTILITIES - Other	8,210.53	0.00	8,210.53
<b>Total 440.213 · CITY HALL UTILITIES</b>	<b>10,922.08</b>	<b>0.00</b>	<b>10,922.08</b>

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Cash Basis

**CITY OF WESTON**  
**Profit & Loss Budget vs. Actual**  
 July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget
440.215 · CITY HALL M & R BLDGS & GROUNDS	343.00	63,250.00	-62,907.00
440.218 · CITY HALL POSTAGE	1,230.85	0.00	1,230.85
440.220 · CITY HALL - ADVERTISING	6,144.53	0.00	6,144.53
440.222 · CITY HALL DUES & SUBS	2,174.00	0.00	2,174.00
440.225 · City Hall - Professional Serv	587.35		
440.226 · CITY HALL INSURANCE LIABILITY	83,213.77	0.00	83,213.77
440.229 · CITY HALL COMPUTER SER & SOFTWA	16,001.91		
440.230 · CITY HALL CONTRACTED SERVICES	11,297.51	0.00	11,297.51
440.232 · CITY HALL BANK CHARGES	7,378.59	0.00	7,378.59
440.236 · CITY H ALL PROPERTY TAXES	431.45		
440.252 · CITY HALL SANITARY SEWAGE	244.39		
440.341 · CITY HALL SUPPLIES & MATERIALS	8,440.01	0.00	8,440.01
440.353 · CITY HALL COMPUTER SOFTWARE	453.00		
440.457 · CIT HALL CAPITAL OUTLAY BUILDIN	11,660.00		
571.101 · PARKING SALARIES & WAGES	0.00	21,070.00	-21,070.00
571.341 · PARKING SUPPLIES & MATERIALS	823.57	0.00	823.57
700.101 · POLICE OFFICIAL'S SALARIES	0.00	527,859.00	-527,859.00
700.103 · POLICE SALARIES & WAGES	223,014.11	0.00	223,014.11
700.104 · POLICE PAYROLL TAXES	11,951.74	0.00	11,951.74
700.106 · POLICE RETIREMENT EXPENSE	7,227.20	0.00	7,227.20
700.107 · POLICE CONTRIBUTION TO PENSION	44,984.55	0.00	44,984.55
700.110 · POLICE WORKERS COMP	161.71		
700.210 · POLICE MEDICAL WELLNESS BILLS	603.08		
700.212 · POLICE DEPARTMEN WIRELESS PHONE	2,980.78		
700.216 · POLICE M & R EQUIPMENT	2,388.65		
700.217 · POLICE M & R AUTOS/TRUCKS	4,098.81	0.00	4,098.81
700.218 · POLICE POSTAGE	17.25		
700.221 · POLICE TRAINING & EDUCATION	355.59	0.00	355.59
700.223 · POLICE PROFESSIONAL SERVICES	3,205.28		
700.225 · POLICE LAUNDRY & DRY CLEANING	10.00		
700.229 · POLICE COURT COST & DAMAGES	2,240.00		
700.230 · POLICE CONTRACTED SERVICES	1,316.63		
700.341 · POLICE SUPPLIES & MATERIALS	3,762.11	0.00	3,762.11
700.343 · POLICE FUEL, OIL & TIRES	3,269.18	0.00	3,269.18
700.345 · POLICE UNIFORMS	2,895.81	0.00	2,895.81
700.350 · POLICE - K-9 EXPENSES	450.72	0.00	450.72
700.459 · POLICE CAPITAL OUTLAY	1,680.00	0.00	1,680.00

**CITY OF WESTON**  
**Profit & Loss Budget vs. Actual**  
 July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget
706 .106 - FIREMEN RETIREMENT EXPEN	5,289.66		
706.103 · FIRE DEPT SALARIES & WAGES	169,237.84	450,276.00	-281,038.16
706.104 · FIRE DEPT PAYROLL TAXES	8,929.37	0.00	8,929.37
706.107 · FIRE DEPT CONTRIBUTION TO PENSI	41,539.90	0.00	41,539.90
706.114 · FIRE DEPARTMENT VFD INSURANCE	14,720.13		
706.211 · FIRE DEPT TELEPHONE	1,931.51		
706.213 · FIRE DEPT UTILITIES ELECTRIC	4,536.96		
706.216 · FIRE DEPT EQUIP MAINT	2,266.91		
706.217 · FD VEHICLE MAINTENANCE	4,813.67		
706.223 · F D PROFESSIONAL SERVICES	40.00		
706.230 · FIRE DEPT CONTRACTED SERVICES	716.11	0.00	716.11
706.250 · FIRE DEPT GAS UTILITY	2,762.72		
706.251 · FIRE DEPT WATER	525.34		
706.252 · FIRE DEPT SANITARY SEWAGE	239.63		
706.255 · FIRE DEPARTMENT WIRELESS PHONE	783.25		
706.341 · FD MATERIAL & SUPPLIES	2,076.29		
706.343 · FIRE DEPT GAS & OIL	3,144.08		
706.345 · FIRE DEPT UNIFORMS	770.27		
706.458 · FD CAPITAL OUTLAY OTHER IMP	8,661.84		
706.459 · FD CAPITAL OUTLAY AUTO/EQUIP	26,971.89		
711.230 · COMM. CENTER 911 CONTRACTED SER	36,300.00	0.00	36,300.00
714.001 · POLK CREEK WATER SHED AGREEMENT	4,400.00		
715.213 · FIRE HYDRANTS - UTILITIES	235.73	7,000.00	-6,764.27
715.251 · FIRE HYDRANT WATER UTILITY	4,695.65		
750.101 · STREETS & HWY OFFICAL'S SALARIE	1,000.00	368,510.00	-367,510.00
750.103 · STREETS & HWY SALARIES & WAGES	144,823.06	0.00	144,823.06
750.104 · STREETS & HWY PAYROLL TAX	13,027.88	0.00	13,027.88
750.213 · STREETS & HWY UTILITIES			
750.250 · STREET DEPT GAS UTILITY	5,076.32		
750.213 · STREETS & HWY UTILITIES - Other	2,606.84	0.00	2,606.84
<b>Total 750.213 · STREETS &amp; HWY UTILITIES</b>	<b>7,683.16</b>	<b>0.00</b>	<b>7,683.16</b>
750.215 · STREETS & HWY BLDG & GROUNDS	150.00	0.00	150.00
750.216 · STREETS & HWY M & R EQUIPMENT	2,741.96	0.00	2,741.96
750.217 · STREETS & HWY M & R AUTOS & TRU	14,041.11	0.00	14,041.11
750.218 · STREETS & HWY POSTAGE	31.30		
750.219 · STREETS & HWY BLDG & EQUIP RENT	855.81	0.00	855.81
750.222 · STREETS & HWY DUES & SUBS	268.65		
750.225 · STREETS & HWY LAUNDRY & DRY CLE	599.64		
750.226 · STREETS & HWY INSURANCE & BOND	250.00		
750.229 · STREET DEPT COMPUTER SRVICES	1,464.83		

**CITY OF WESTON**  
**Profit & Loss Budget vs. Actual**  
 July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget
<b>750.230 · STREETS &amp; HWY CONTRACTED SERVIC</b>			
750.231 · STREETS & HWY TREE REMOVAL	2,048.13		
750.232 · STREET DEPT CHRISTMAS LIGHTS	1,501.84		
750.230 · STREETS & HWY CONTRACTED SERVIC - Other	1,873.87	0.00	1,873.87
<b>Total 750.230 · STREETS &amp; HWY CONTRACTED SERVIC</b>	5,423.84	0.00	5,423.84
<b>750.251 · STREET DEPT WATER</b>	3,407.30		
<b>750.252 · STREET DEPT SANITARY SEWAGE</b>	2,293.72		
<b>750.341 · STREETS &amp; HWY SUPPLIES &amp; MAT</b>			
750.600 · STREET DEPT HOT MIX ASPHALT			
750.602 · SEWER CUTS AND REPAIR	344.31		
750.600 · STREET DEPT HOT MIX ASPHALT - Other	13,198.56		
<b>Total 750.600 · STREET DEPT HOT MIX ASPHALT</b>	13,542.87		
750.601 · STREET DEPT STONE	3,266.14		
750.610 · STREET DEPT WINTER SALT	6,930.33		
750.620 · STREET DEPT STREET SIGNS	1,470.00		
750.341 · STREETS & HWY SUPPLIES & MAT - Other	35,729.84	0.00	35,729.84
<b>Total 750.341 · STREETS &amp; HWY SUPPLIES &amp; MAT</b>	60,939.18	0.00	60,939.18
<b>750.342 · STORMWATER DRAIN REPAIR/REPLACE</b>	32,113.41	0.00	32,113.41
<b>750.343 · STREETS &amp; HWY FUEL, OIL &amp; TIRES</b>	6,682.85	0.00	6,682.85
<b>750.345 · STREET DEPT UNIFORMS</b>	351.82		
<b>750.615 · STREET DEPT DISPOSAL</b>	1,058.68		
<b>751.213 · STREET LIGHTS UTILITIES</b>	59,191.84	63,000.00	-3,808.16
<b>752.213 · SIGNS &amp; SIGNALS UTILITIES</b>	1,417.28	2,500.00	-1,082.72
<b>753.000 · STREETS SNOW REMOVAL</b>	0.00	15,000.00	-15,000.00
<b>755.230 · Street Const-Contracted Svcs</b>	0.00	175,000.00	-175,000.00
<b>903.000 · NON GRANT EXPENSES FROM DONATIO</b>			
<b>CITY PARKS</b>	600.00		
<b>FAIRS AND FESTIVALS</b>	400.00		
<b>Total 903.000 · NON GRANT EXPENSES FROM DONATIO</b>	1,000.00		
<b>920.002 · WV CULTURE &amp; HISTORY GRANT</b>	1,188.00		
<b>950.230 · BEAUTIFICATION-CONTRACTED SVCS</b>	1,125.00	500.00	625.00
<b>950.341 · BEAUTIFICATION-SUPPLIES</b>	3,164.46	0.00	3,164.46
<b>950.700 · BEAUTIFICATION HALLOWEEN CONT</b>	175.00		
<b>952.230 · CEMETERIES CONTRACTED SERVICES</b>	9,800.00	0.00	9,800.00

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Cash Basis

**CITY OF WESTON**  
**Profit & Loss Budget vs. Actual**  
July 2020 through June 2021

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	Jul '20 - Jun 21	Budget	\$ Over Budget
977.000 · STREET DEPT-S/T CAP IMPROVEMENT	0.00	255,843.00	-255,843.00
977.001 · 4TH ST BRIDGE OVER POLK REPLACE	134,392.46		
<b>Total Expense</b>	1,938,392.15	2,535,947.00	-597,554.85
<b>Net Ordinary Income</b>	637,327.94	-138,674.99	776,002.93
<b>Net Income</b>	<b>637,327.94</b>	<b>-138,674.99</b>	<b>776,002.93</b>

**CITY OF WESTON**  
**Balance Sheet Prev Year Comparison**  
As of May 31, 2021

	May 31, 21	May 31, 20	\$ Change
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
101-10 · COAL SEVERANCE 01521008409	18,584.16	11,387.77	7,196.39
101.1 · GENERAL FUNDS 01521008454	1,190,467.09	700,667.50	489,799.59
101.2 · PAYROLL ACCOUNT 01521008506	-7,659.51	-11,344.73	3,685.22
101.3 · RAINY DAY FUND 01521224364	995.16	995.16	0.00
101.4 · POLICE EQUIPMENT 01521101076	495.88	495.88	0.00
101.75 · POLICE K-9 FUND 01221260149	358.70	358.70	0.00
101.8 · OFF SET PROGRAM01521118823	500.01	500.01	0.00
101.99 · POLICEMANS PENSION AND RELIEF F	44,699.82	24,155.42	20,544.40
101.999 · FIREMENS PENSION FUND 0067757...	60,301.81	24,361.84	35,939.97
<b>Total Checking/Savings</b>	<b>1,308,743.12</b>	<b>751,577.55</b>	<b>557,165.57</b>
<b>Accounts Receivable</b>			
ACCIDENT & INCIDENT REPORTS	30.00	30.00	0.00
B & O TAXES	3,365.94	4,455.55	-1,089.61
BUSINESS LICENSE.	5,658.74	5,015.80	642.94
EXCISE TAX	0.90	0.00	0.90
FINES, FEES & COURT COST	0.00	-408.00	408.00
Fire Dept MVA Response	19,975.00	17,625.00	2,350.00
LIEN ON PROPERTY	2,019.00	2,244.00	-225.00
MUNICIPAL FEES	200,833.70	200,536.85	296.85
PARKING VIOLATIONS.	0.00	-50.00	50.00
PENALTY/LATE FEE	6,072.78	6,662.78	-590.00
PERMITS	369.62	251.62	118.00
REIMBURSEMENTS.	6,071.79	5,130.81	940.98
UTILITY TAX	2.58	0.00	2.58
<b>Total Accounts Receivable</b>	<b>244,400.05</b>	<b>241,494.41</b>	<b>2,905.64</b>
<b>Other Current Assets</b>			
Firement Pension Account	1,314,022.46	1,314,022.46	0.00
Policeman Pension Fund	1,543,358.67	1,543,358.67	0.00
106 · PETTY CASH FUND	247.00	247.00	0.00
12000 · UNDEPOSITED FUNDS	24,894.17	10,199.23	14,694.94
<b>Total Other Current Assets</b>	<b>2,882,522.30</b>	<b>2,867,827.36</b>	<b>14,694.94</b>
<b>Total Current Assets</b>	<b>4,435,665.47</b>	<b>3,860,899.32</b>	<b>574,766.15</b>

**CITY OF WESTON**  
**Balance Sheet Prev Year Comparison**  
As of May 31, 2021

	May 31, 21	May 31, 20	\$ Change
<b>Fixed Assets</b>			
131-1 · BUILDING-CITY HALL	225.00	225.00	0.00
131-2 · BUILDING-STREET DEPT	-234.49	-234.49	0.00
131-4 · S/D AUTOMOBILES	14,568.00	14,568.00	0.00
133.1 · EQUIPMENT-POLICE	7,177.00	7,177.00	0.00
133.2 · STREETS & HWY M & R EQUIPMEN	37,961.00	37,961.00	0.00
133.3 · CITY HALL - EQUIPMENT	19,183.62	19,183.62	0.00
<b>Total Fixed Assets</b>	78,880.13	78,880.13	0.00
<b>TOTAL ASSETS</b>	<b>4,514,545.60</b>	<b>3,939,779.45</b>	<b>574,766.15</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
201 · ACCOUNTS PAYABLE	103,920.08	147,860.59	-43,940.51
224 · CPRB EMPLOYEE W/H	-7,720.75	0.00	-7,720.75
225 · PEIA Insurance w/h	-20,432.40	-47,324.84	26,892.44
<b>Total Accounts Payable</b>	75,766.93	100,535.75	-24,768.82
<b>Credit Cards</b>			
Fifth Third Bank Purchasing Car	-63,971.38	-9,748.30	-54,223.08
<b>Total Credit Cards</b>	-63,971.38	-9,748.30	-54,223.08
<b>Other Current Liabilities</b>			
221.2 · 941 Payroll W/H Liability	0.00	-31,805.99	31,805.99
224.1 · FIREMEN PENSION W/H	40,885.76	31,890.52	8,995.24
224.2 · POLICE PENSION E/H	35,595.74	21,526.16	14,069.58
224.3 · CPRS RETIREMENT W/H	9,598.90	-11,591.13	21,190.03
225.1 · PEIA W/H	-88,128.80	-11,303.64	-76,825.16
<b>250 · PAYROLL DEDUCTIONS</b>			
225.2 · Optional Life Insurance W/H	-3,344.86	243.86	-3,588.72
225.3 · Dependent Life Insurance	181.30	61.68	119.62
225.4 · Supplemental Insurance	8,761.20	1,402.28	7,358.92
227.2 · Municipal Fee-Employee w/h	737.50	325.00	412.50
<b>Total 250 · PAYROLL DEDUCTIONS</b>	6,335.14	2,032.82	4,302.32
<b>Total Other Current Liabilities</b>	4,286.74	748.74	3,538.00
<b>Total Current Liabilities</b>	16,082.29	91,536.19	-75,453.90
<b>Total Liabilities</b>	16,082.29	91,536.19	-75,453.90

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Accrual Basis

**CITY OF WESTON**  
**Balance Sheet Prev Year Comparison**  
As of May 31, 2021

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	<u>May 31, 21</u>	<u>May 31, 20</u>	<u>\$ Change</u>
Equity			
30000 · Opening Balance Equity	2,967,578.53	2,967,578.53	0.00
32000 · Unrestricted Net Assets	811,053.38	369,908.19	441,145.19
Net Income	719,831.40	510,756.54	209,074.86
<b>Total Equity</b>	<u>4,498,463.31</u>	<u>3,848,243.26</u>	<u>650,220.05</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>4,514,545.60</b></u>	<u><b>3,939,779.45</b></u>	<u><b>574,766.15</b></u>

## CITY OF WESTON

## Profit &amp; Loss

May 2021

	<u>May 21</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
301.000 · PROPERTY (AD VALOREM) TAXES	29,002.54
302.000 · TAX PENALTIES & INTEREST	561.21
304.000 · EXCISE TAX ON UTILITIES	73,671.85
305.000 · B & O TAX	48,438.44
306.000 · WINE & LIQUOR TAX (WLP)	398.31
307.000 · ANIMAL CONTROL TAX	16.20
320.000 · FINES, FEES & COURT COSTS	1,114.00
325.000 · LICENSES	1,214.63
326.000 · PERMIT FEES	870.00
341.000 · MUNICIPAL SERVICE FEES	-12.65
343.000 · OFF STREET PARKING	120.00
376.000 · VIDEO LOTTERY/GAMBLING INCOME	
376.001 · GREENBRIER DISTRIBUTION INCOME	24.60
376.000 · VIDEO LOTTERY/GAMBLING INCOME - Other	759.61
<b>Total 376.000 · VIDEO LOTTERY/GAMBLING INCOME</b>	<b>784.21</b>
381.000 · REIMBURSEMENTS	
381.401 · HISTORICAL LANDMARK COMMISSION	-500.00
381.000 · REIMBURSEMENTS - Other	3,390.76
<b>Total 381.000 · REIMBURSEMENTS</b>	<b>2,890.76</b>
389.000 · ACCIDENT REPORTS/INCIDENT	210.00
397.000 · Video Lottery (LVL)	2,420.21
<b>Total Income</b>	<b>161,699.71</b>
<b>Gross Profit</b>	<b>161,699.71</b>
<b>Expense</b>	
107.0 · Pension Contribution	-37,097.60
410.103 · CITY COUNCIL OFFICAL'S SALARIES	1,300.00
410.104 · CITY COUNCIL PAYROLL TAXES	99.45
412.103 · CITY MANAGER WAGES	2,572.32
412.104 · CITY MANAGER-PAYROLL TAXES	188.46
415.101 · CITY CLERK'S OFFICE - SALARY	8,818.00
415.104 · CITY CLERK'S OFFICE-PAYROLL TAX	664.45
415.105 · CITY CLERK'S OFFICE-EMP INSURAN	19,551.68
415.106 · CITY CLERK'S OFFICE-RETIREMENT	2,087.56
417.103 · CITY ATTORNEY SALARIES & WAGES	1,830.07
417.104 · CITY ATTORNEY PAYROLL TAXES	140.00
417.223 · CITY ATTORNEY PROFESSION SERVIC	612.50
436.101 · CODE ENFORCEMENT WAGES	4,841.24
436.104 · CODE ENFORCEMENT-PAYROLL TAX	366.40
437.106 · CITY HALL RETIREMENT	37,097.60
440.105 · CITY HALL CONTRIBUTION LIFE INS	1,740.48
440.109 · CITY HALL EYE AND DENTAL INSUR	1,069.98
440.213 · CITY HALL UTILITIES	
440.250 · CITY HALL GAS UTILITY	95.99
<b>Total 440.213 · CITY HALL UTILITIES</b>	<b>95.99</b>
440.220 · CITY HALL - ADVERTISING	11.51
440.222 · CITY HALL DUES & SUBS	2,000.00
440.230 · CITY HALL CONTRACTED SERVICES	827.20
440.232 · CITY HALL BANK CHARGES	93.82
440.252 · CITY HALL SANITARY SEWAGE	27.41
440.341 · CITY HALL SUPPLIES & MATERIALS	35.00
700.103 · POLICE SALARIES & WAGES	20,093.18
700.104 · POLICE PAYROLL TAXES	860.91
700.217 · POLICE M & R AUTOS/TRUCKS	319.02

## CITY OF WESTON

## Profit &amp; Loss

May 2021

	<u>May 21</u>
700.221 · POLICE TRAINING & EDUCATION	10.59
700.229 · POLICE COURT COST & DAMAGES	540.00
706.103 · FIRE DEPT SALARIES & WAGES	11,351.30
706.104 · FIRE DEPT PAYROLL TAXES	415.87
706.251 · FIRE DEPT WATER	31.11
706.252 · FIRE DEPT SANITARY SEWAGE	27.19
711.230 · COMM. CENTER 911 CONTRACTED SER	3,300.00
715.251 · FIRE HYDRANT WATER UTILITY	545.78
750.103 · STREETS & HWY SALARIES & WAGES	15,045.50
750.104 · STREETS & HWY PAYROLL TAX	1,113.19
750.216 · STREETS & HWY M & R EQUIPMENT	356.18
750.219 · STREETS & HWY BLDG & EQUIP RENT	102.56
750.251 · STREET DEPT WATER	487.47
750.252 · STREET DEPT SANITARY SEWAGE	226.39
750.341 · STREETS & HWY SUPPLIES & MAT	
750.601 · STREET DEPT STONE	139.44
750.610 · STREET DEPT WINTER SALT	26.73
750.341 · STREETS & HWY SUPPLIES & MAT - Other	627.22
	<hr/>
Total 750.341 · STREETS & HWY SUPPLIES & MAT	793.39
750.615 · STREET DEPT DISPOSAL	172.75
751.213 · STREET LIGHTS UTILITIES	4,730.05
950.230 · BEAUTIFICATION-CONTRACTED SVCS	1,125.00
950.341 · BEAUTIFICATION-SUPPLIES	89.55
952.230 · CEMETERIES CONTRACTED SERVICES	1,100.00
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Total Expense	111,810.50
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Net Ordinary Income	49,889.21
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Net Income	<u><u>49,889.21</u></u>

**CITY OF WESTON**  
**Transactions by Account**  
**As of May 31, 2021**

Type	Date	Num	Name	Memo	Split	Amount
<b>101.1 · GENERAL FUNDS 01521008454</b>						
Bill Pmt -Check	05/04/2021	15191	Weston Historic Landmarks Com...	Walking Tour Donation	201 · ACCOU...	-500.00
Bill Pmt -Check	05/14/2021	15192	AIRGAS USA, LLC		201 · ACCOU...	-102.56
Bill Pmt -Check	05/14/2021	15193	Core & Main		201 · ACCOU...	-652.58
Bill Pmt -Check	05/14/2021	15194	DataMax Corporation		201 · ACCOU...	-2,504.63
Bill Pmt -Check	05/14/2021	15195	Dominion Hope.		201 · ACCOU...	-872.38
Bill Pmt -Check	05/14/2021	15196	Eagles Construction and Lawn Care		201 · ACCOU...	-800.00
Bill Pmt -Check	05/14/2021	15197	Hardman Trucking Inc		201 · ACCOU...	-584.88
Bill Pmt -Check	05/14/2021	15198	J & M Grafix, LLC		201 · ACCOU...	-132.00
Bill Pmt -Check	05/14/2021	15199	Lewis County 911		201 · ACCOU...	-3,300.00
Bill Pmt -Check	05/14/2021	15200	Lewis County Printing, LLC	9415-00	201 · ACCOU...	-35.00
Bill Pmt -Check	05/14/2021	15201	Mon Power Electric		201 · ACCOU...	-6,049.56
Bill Pmt -Check	05/14/2021	15202	Quill	c7133444	201 · ACCOU...	-142.19
Bill Pmt -Check	05/14/2021	15203	Radcliff's Service Center LLC		201 · ACCOU...	-827.43
Bill Pmt -Check	05/14/2021	15204	safelite		201 · ACCOU...	-356.18
Bill Pmt -Check	05/14/2021	15205	Shentel		201 · ACCOU...	-389.12
Bill Pmt -Check	05/14/2021	15206	Suttle & Stalnaker PLLC		201 · ACCOU...	-3,875.00
Bill Pmt -Check	05/14/2021	15207	T J'S GREENHOUSE		201 · ACCOU...	-442.50
Bill Pmt -Check	05/14/2021	15208	The Standard Life Insurance Com...		201 · ACCOU...	-1,069.98
Bill Pmt -Check	05/14/2021	15209	Tractor Supply Credit Plan	acct 6035 3012 0284 3221	201 · ACCOU...	-142.85
Bill Pmt -Check	05/14/2021	15210	West Virginia American Water Co...	acct 1028-210015849424	201 · ACCOU...	-545.78
Bill Pmt -Check	05/14/2021	15211	Weston Democrat, Inc..		201 · ACCOU...	-977.40
Bill Pmt -Check	05/14/2021	15212	Weston Sanitary Board.		201 · ACCOU...	-253.80
Bill Pmt -Check	05/18/2021	15213	LEAF		201 · ACCOU...	-377.20
Bill Pmt -Check	05/21/2021	15214	Corlis Creative.		201 · ACCOU...	-1,125.00
Bill Pmt -Check	05/27/2021	15215	Dodson Pest Control		201 · ACCOU...	-50.00
Bill Pmt -Check	05/27/2021	15216	Eagles Construction and Lawn Care	5/17-5/18 mowing	201 · ACCOU...	-300.00
Bill Pmt -Check	05/27/2021	15217	Foster Feed.		201 · ACCOU...	-44.95
Bill Pmt -Check	05/27/2021	15218	Greer Industries, Inc.		201 · ACCOU...	-352.37
Bill Pmt -Check	05/27/2021	15219	Hardman Trucking Inc		201 · ACCOU...	-139.44
Bill Pmt -Check	05/27/2021	15220	Jacob Minney - Reimbursement	Reimbursement	201 · ACCOU...	-10.59
Bill Pmt -Check	05/27/2021	15221	KND Cleaning LLC		201 · ACCOU...	-400.00
Bill Pmt -Check	05/27/2021	15222	Mon Power Electric	acct 110 086 132 831	201 · ACCOU...	-41.62
Bill Pmt -Check	05/27/2021	15223	Mountain State Waste Co		201 · ACCOU...	-400.00
Bill Pmt -Check	05/27/2021	15224	Shriver Trucking		201 · ACCOU...	-26.73
Bill Pmt -Check	05/27/2021	15225	Steptoe & Johnson, PLLC Attorne...		201 · ACCOU...	-612.50
Bill Pmt -Check	05/27/2021	15226	T J'S GREENHOUSE		201 · ACCOU...	-44.60
Bill Pmt -Check	05/27/2021	15227	West Virginia American Water Co...		201 · ACCOU...	-614.57
Bill Pmt -Check	05/27/2021	15228	West Virginia Municipal Home Ru...		201 · ACCOU...	-2,000.00
Bill Pmt -Check	05/27/2021	15229	Weston Democrat, Inc..		201 · ACCOU...	-11.51
Bill Pmt -Check	05/27/2021	15230	Weston Sanitary Board.	acct 14236000	201 · ACCOU...	-27.19
Bill Pmt -Check	05/27/2021	15231	WM Corporate Services, Inc.		201 · ACCOU...	-172.75
Bill Pmt -Check	05/27/2021	15232	Eagles Construction and Lawn Care		201 · ACCOU...	-800.00
Total 101.1 · GENERAL FUNDS 01521008454						-32,106.84
<b>TOTAL</b>						<b>-32,106.84</b>

## May Report 2021

### Street Department

- Repaired hole in the walking bridge on Depot Street
- Cleaned ditch on lower 11<sup>th</sup> Street
- Changed Crosswalk signal at W 2<sup>nd</sup> and Main Ave
- Cleaned ditches on Montgomery Road, Terrace Avenue, Charles Street, and Williams Avenue
- Installed barrier post on Oak Street to keep traffic off of resident's property
- Installed sign post at the Senior Citizen Center
- Checked and Cleaned Drop Inlets
- Cut overhanging brush from parking areas and in front of signs around town
- Installed additional two-hour parking signs
- Installed two Handicap signs and painted the lines for them as well
- Removed parking curbs from parking lot off of Center Avenue across from St.Pats
- Picked up a dead deer off of W 2<sup>nd</sup> Street
- Went through Trenching and Excavation training virtually through LTAP
- Purchased and installed new tires for Skid steer
- Painted white lines in the parking lot across from St. Pats on Center Avenue
- Installed new flower boxes
- Replaced street signs around town with what the Street Department had left in stock
- Cut riverbank in front of TALA
- Had C&M Precision weld on our sweeper to bring it back to normal functioning ability
- Sprayed weedkiller on the Polk Creek Waterway for the West Virginia Conservation Agency
- Hung flower baskets and Memorial Banners on Main Street
- Used the skid steer and sweeper attachment to clean from Court Ave and 4<sup>th</sup> Street intersection to Main Avenue and 4<sup>th</sup> Street intersection
- Used the skid steer and sweeper attachment to clean from Main Avenue and 4<sup>th</sup> Street intersection to Turners Car Lot
- Used the skid steer and sweeper attachment to clean from Turners Car Lot to Center Avenue and Third Street intersection
- We blacktopped Sewer Cuts at Bank Street and Court Avenue intersection and Gee Lick Road and W 2<sup>nd</sup> intersection also being able to patch holes along Broad Street as well
- Blacktopped Water Cuts at Willow Street, Burnside Avenue, West Virginia Avenue and Franklin Street, Broad Street, Mound Avenue, Peggy Street, and Monroe St.

- Fixed the playground equipment at Polk Creek Park
- Fixed a water leak at Lively Park
- Boarded up a vacant house on Court Avenue to keep people from going inside
- The Sewer Company jetted out a drain for us on West Virginia Avenue
- Cut the riverbank on the Mountain Roots Side of the river
- Replaced flag and rope and moved flag pole to easier location at Arnold Hill Cemetery
- Water flowers every morning
- Trash Duty every week

## Street Department Work Plan Status 2021

Streets		
<u>Activity</u>	<u>Status</u>	<u>Notes</u>
Milling and Patching Potholes	Ongoing--Apr to Nov	Plan to every Tues, Wed
Clean and haul Downtown garbage cans	Weekly	
Mowing and Weedeating City Lots	Biweekly starting in Apr	Pending Mowing Bid
Brush Cut back on roads	As needed	
Water Downtown Flowers	Daily/As Needed	
Install Banners on Main Street and Center Street	Expected in April	DONE; awaiting additional bannners
Inspection Stickers/Equipment Maintenance	January-December	
Skid Steer Tire replacement	Expected May-June	DONE
Spring Clean up	April 12-16	DONE
Paving Projects	May-November	
Depot Street Walking Bridge Repair	May	DONE
Hang Christmas lights	Week after Thanksgiving	
Install New Teeth on Milling Machine	June	
River Bank Mowing	Bi-Monthly	
Polk Creek Bank Mowing	August	
Drainage		
<u>Activity</u>	<u>Status</u>	<u>Notes</u>
Cleaning Drop Inlets around town	Biweekly	Rain days
Clean Ditches Around Town	Ongoing	As needed
11th Street/Mid Ave Drain Project	Expected in July	Installing new 24 inch drop inlet and 40 feet of new 10 inch corrugated pipe to functioning drop inlet that is across the road
Brown Avenue Drain Project	Expected in September	Installing new 24 inch drop inlet and 60 feet of new 8 inch corrugated pipe to functioning drop inlet that is across the road
W 6th Street Drain Project	Expected in June	Installing new 24 inch drop inlet and 280 feet of new 8 inch corrugated pipe to the end of W 6th Street
Cemetery Street Drain Project	Expected in September/Oct	Installing new 24 inch drop inlet and 240 feet of new 12 inch corrugated pipe
Montgomery Road Drain Project	Expected in Oct-Nov	Installing 340 feet of new 12 inch corrugated pipe and 25 feet of 4 inch french drain pipe across alley over to drop inlet
Mid Avenue Drain Project	Expected in July/Aug	Installing new 8 inch smooth wall pipe from ditch then under driveway and out to ongoing outflow pipe
Clean Curbs on Main Street and Center Street	Expected in May	DONE



Chief of Police Josh Thomas  
102 West Second Street  
Weston, WV 26452

Telephone: 304-269-3207  
Fax: 304-269-6128  
Email: [jpthomas@cityofwestonwv.com](mailto:jpthomas@cityofwestonwv.com)

### May 2021 Criminal Investigations

#### Misdemeanors:

#### Felonies:

5 – Driving Suspended 05/02/21 – Closed 05/08/21 – Closed 05/08/21 – Closed 05/12/21 – Closed 05/26/21 – Closed	1 – Fleeing w/reckless indifference 05/23/21 – Charged
4 – Petit Larceny 05/04/21 – Open 05/05/21 – Open 05/13/21 – Open 05/13/21 – Open	
2 – Destruction of Property 05/04/21 – Open 05/04/21 – Open	
3 – Driving Revoked 05/08/21 – Closed 05/15/21 – Closed 05/21/21 – Closed	
1 – Driving under the influence 05/08/21 – Closed 05/27/21 – Closed	
1 – Interlock violation 05/16/21 – Closed	
1 – Possession of Cont. Substance 05/21/21 – Closed	
1 – Shoplifting 2 <sup>nd</sup> offense 05/23/21 – Open	

**Investigations carried over from previous month(s):**

03/02/21 – Grand Larceny – Open

03/02/21 – Child Neglect – Open

03/07/21 – Breaking and Entering and DOP – Open

03/19/21 – Destruction of Property - Open

03/27/21 – (Child) Sexual Abuse – Open

04/09/21 – Child Neglect – Open

04/20/21 – Breaking and Entering and Grand Larceny – Open

As you all are aware this was the first month we have had a midnight shift running in a very long time. While granted we did not have a midnight shift for the entire month it was approximately half the month. The midnight shift answered 2 calls, one of which was a call to assist the Sheriff's Department outside the City.

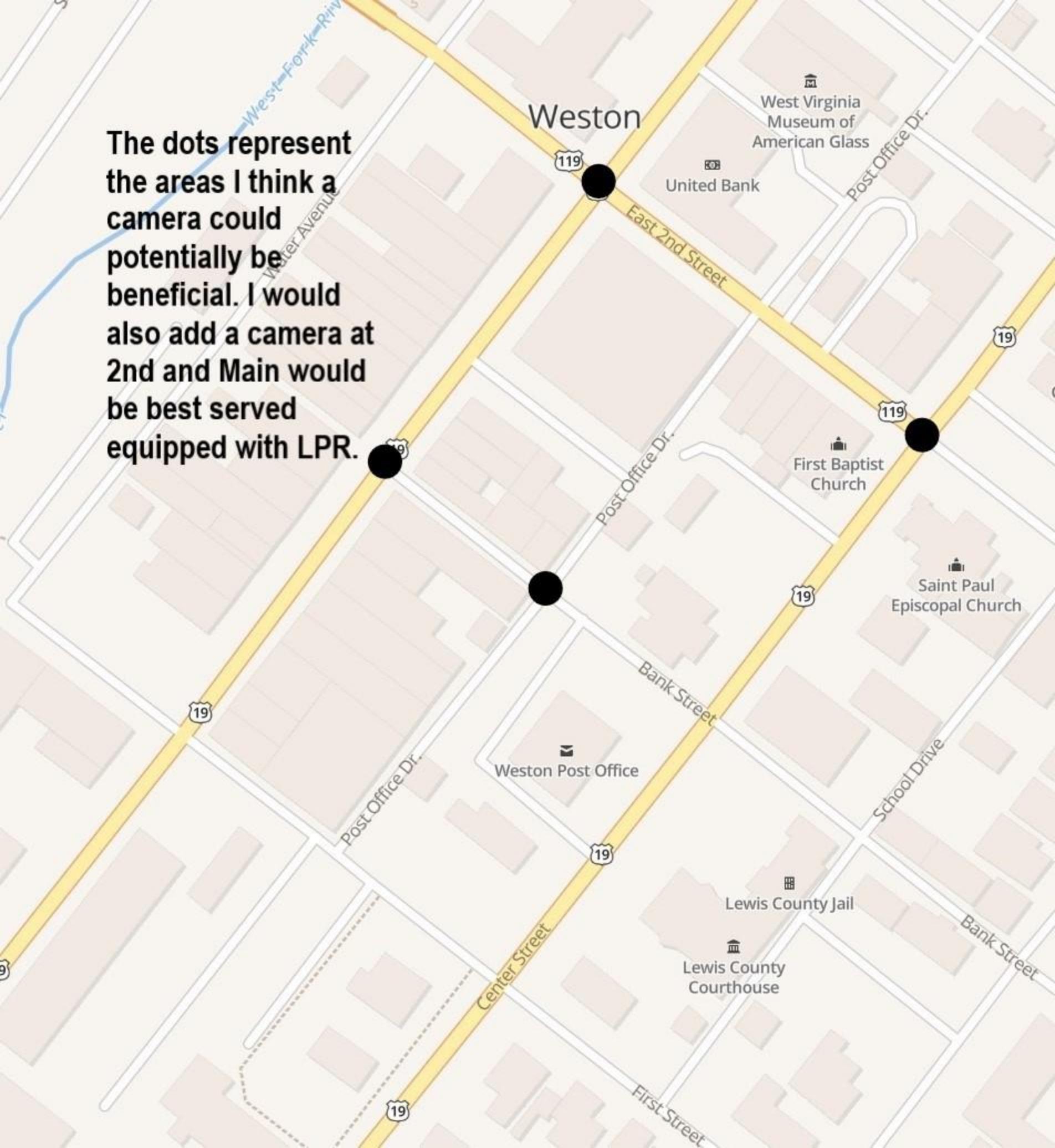
# Weston Police Department Individual Monthly Activity Log

Year: 2021

Name: Thomas

ACTIVITY LOG													DAILY TOTALS			
MONTH	TOTAL HOURS	CALLS	# OF PERSONS ARRESTED	ARRESTS			ROAD VIOLATIONS		REPORTS		S & A HOURS	POLICE HOURS		SPECIALTY HOURS	OTHER HOURS	
				Misdemeanor	Felony		Warnings	Citations	Criminal	Accident		Patrol	CI			
January	553.5	123	8	5	5		67	3		15	6	146	205.5	25	90.5	
February	652	105	4	3	5		101	5		6	1	217	203	7	139	
March	595.5	125	13	14	10		96	13		12	13	201	184.5	9.5	105.5	
April	773	135	5	4	1		167	21		9	5	188	259	25	159	
May	969	152	13	21			206	33		19	13	299.5	281	24	202.5	
June																
July																
August																
Sept.																
October																
Nov.																
Dec.																
<b>TOTALS</b>	<b>3543</b>	<b>640</b>	<b>43</b>	<b>47</b>	<b>21</b>		<b>637</b>	<b>75</b>		<b>61</b>	<b>38</b>	<b>1051.5</b>	<b>1133</b>	<b>90.5</b>	<b>696.5</b>	

The dots represent the areas I think a camera could potentially be beneficial. I would also add a camera at 2nd and Main would be best served equipped with LPR.





**WESTON FIRE DEPARTMENT**  
**REPORT FOR THE MONTH OF**  
**May 2021**  
 "On the job 'til the job is done"



TOTAL CALLS
TOTAL MEETINGS & DRILLS
TOTAL CALLS INSIDE THE CITY
TOTAL CALLS OUTSIDE THE CITY

103
5
66
37

65%
35%

TOTAL MUTUAL-AID CALLS
ASSISTS TO JACKSONS MILL
ASSISTS TO JANE LEW
ASSISTS TO MIDWAY
ASSISTS TO PRICETOWN
ASSISTS TO WALKERSVILLE
ASSISTS TO THE SQUAD

9
0
2
0
0
1
58

FROM

1
4
0
1
0
0

OUT OF COUNTY CALLS
PAID MAN LEFT THE CITY
TOTAL MILES
TOTAL APPARATUS HOURS
TOTAL MAN HOURS
TOTAL LOSS IN THE CITY
TOTAL LOSS OUTSIDE THE CITY
BURNING PERMITS ISSUED
MVC'S INSIDE THE CITY
MVC'S OUTSIDE THE CITY
WORKING STRUCTURE FIRES
WORKING AUTO FIRES
WORKING BRUSH FIRES
WORKING FIRES, OTHER

3
1
468
73
420
\$21,500
\$0
25
5
10
0
1
0
1

SAVED
SAVED

\$0
\$0

**ADDITIONAL REMARKS**

Attended fire department meeting and drills  
 attended all department head meeting  
 attended county fire association meeting at walkersville fire dept  
 attended communications meeting weston fire with all departments  
 Attended fire dept memorial service

Have Billed out \$3900 dollars for City MVC so far have collected \$510.00 dollars from 3/15/2021 thru 5/31

Weston Fire Dept.

Copy of Copy of Fire and EMS Combined List by Inci

Alarm Date Between {05/01/2021} And {05/31/2021}  
and District = "1A "

Incident	Type	Date	Location	Description
21-0000325-0	FIRE	05/02/2021	1595 US Highway 33 E	Dispatched & cancelled en
21-0000326-0	FIRE	05/03/2021	207 Harrison AVE	Medical assist, assist EMS
21-0000327-0	FIRE	05/03/2021	112 High ST	Medical assist, assist EMS
21-0000328-0	FIRE	05/03/2021	100 MM Interstate 79	Motor Vehicle Accident with
21-0000329-0	FIRE	05/03/2021	510 W 2nd ST	Service Call, other
21-0000330-0	FIRE	05/03/2021	742 Camden AVE	Medical assist, assist EMS
21-0000332-0	FIRE	05/04/2021	201 W 4th ST	Medical assist, assist EMS
21-0000333-0	FIRE	05/04/2021	384 Charles ST	Passenger vehicle fire
21-0000334-0	FIRE	05/04/2021	124 E 1st ST	Medical assist, assist EMS
21-0000335-0	FIRE	05/04/2021	150 Jonathon ST	Medical assist, assist EMS
21-0000340-0	FIRE	05/05/2021	124 E 1st ST /403	Medical assist, assist EMS
21-0000341-0	FIRE	05/06/2021	444 Delaware AVE	Medical assist, assist EMS
21-0000342-0	FIRE	05/06/2021	127 State ST	Medical assist, assist EMS
21-0000346-0	FIRE	05/07/2021	330 S River AVE	Medical assist, assist EMS
21-0000347-0	FIRE	05/07/2021	108 Court AVE	Medical assist, assist EMS
21-0000348-0	FIRE	05/07/2021	466 Jacob ST	Medical assist, assist EMS
21-0000351-0	FIRE	05/08/2021	650 Wheeler Fork RD	Dispatched & cancelled en
21-0000356-0	FIRE	05/10/2021	401 John ST /Weston Arbors/402	Medical assist, assist EMS
21-0000358-0	FIRE	05/11/2021	260 W 4th ST	Medical assist, assist EMS
21-0000360-0	FIRE	05/11/2021	244 W 2nd ST /3	Medical assist, assist EMS
21-0000362-0	FIRE	05/12/2021	127 State ST	Medical assist, assist EMS
21-0000363-0	FIRE	05/12/2021	401 John ST	Medical assist, assist EMS
21-0000364-0	FIRE	05/13/2021	112 McGary AVE	Medical assist, assist EMS
21-0000366-0	FIRE	05/14/2021	936 Sharpe Hospital RD /Main	Dispatched & cancelled en
21-0000367-0	FIRE	05/14/2021	366 Broad ST	Medical assist, assist EMS
21-0000368-0	FIRE	05/14/2021	US Highway 33 E & Berlin RD	Motor Vehicle Accident with
21-0000369-0	FIRE	05/14/2021	244 W 2nd ST	Medical assist, assist EMS
21-0000370-0	FIRE	05/14/2021	211 W 7th ST	Unauthorized burning
21-0000372-0	FIRE	05/14/2021	244 W 2nd ST	Medical assist, assist EMS
21-0000373-0	FIRE	05/15/2021	836 Winter AVE	Medical assist, assist EMS
21-0000374-0	FIRE	05/15/2021	63 Alum AVE	Medical assist, assist EMS
21-0000375-0	FIRE	05/15/2021	239 W 4th ST	Medical assist, assist EMS
21-0000377-0	FIRE	05/16/2021	111 Main AVE	Medical assist, assist EMS
21-0000378-0	FIRE	05/17/2021	111 Main AVE /1	Medical assist, assist EMS
21-0000380-0	FIRE	05/18/2021	637 W 2nd ST	Medical assist, assist EMS
21-0000381-0	FIRE	05/18/2021	652 Locust CT	Medical assist, assist EMS

**Weston Fire Dept.**

**Copy of Copy of Fire and EMS Combined List by Inci**

**Alarm Date Between {05/01/2021} And {05/31/2021}  
and District = "1A "**

<b>Incident</b>	<b>Type</b>	<b>Date</b>	<b>Location</b>	<b>Description</b>
21-0000382-0	FIRE	05/18/2021	98.5 MM Interstate 79 /South Bound	Motor Vehicle Accident with
21-0000384-0	FIRE	05/19/2021	637 W 2nd ST	Medical assist, assist EMS
21-0000385-0	FIRE	05/19/2021	127 State ST	Medical assist, assist EMS
21-0000386-0	FIRE	05/19/2021	133 Montgomery RD	Medical assist, assist EMS
21-0000387-0	FIRE	05/19/2021	212 E 8th ST	Medical assist, assist EMS
21-0000388-0	FIRE	05/19/2021	807 Camden AVE	Medical assist, assist EMS
21-0000390-0	FIRE	05/20/2021	244 W 2nd ST /3	Medical assist, assist EMS
21-0000391-0	FIRE	05/20/2021	637 W 2nd ST	Medical assist, assist EMS
21-0000394-0	FIRE	05/20/2021	530 E 3rd ST E	Medical assist, assist EMS
21-0000395-0	FIRE	05/21/2021	124 E 1st ST /607	Medical assist, assist EMS
21-0000397-0	FIRE	05/22/2021	Circle DR	Medical assist, assist EMS
21-0000399-0	FIRE	05/22/2021	229 N River AVE	Medical assist, assist EMS
21-0000400-0	FIRE	05/23/2021	124 McGary AVE	Medical assist, assist EMS
21-0000405-0	FIRE	05/26/2021	650 Craig ST /Weston Commons/310	Medical assist, assist EMS
21-0000406-0	FIRE	05/26/2021	765 Camden AVE	Medical assist, assist EMS
21-0000407-0	FIRE	05/26/2021	815 W 2nd ST	Off-road vehicle or heavy
21-0000408-0	FIRE	05/27/2021	764 Camden AVE	Medical assist, assist EMS
21-0000409-0	FIRE	05/27/2021	217 E 3rd ST E	Medical assist, assist EMS
21-0000410-0	FIRE	05/27/2021	627 Broad ST	Medical assist, assist EMS
21-0000412-0	FIRE	05/27/2021	637 W 2nd ST	Medical assist, assist EMS
21-0000413-0	FIRE	05/28/2021	213 Burnside AVE	Medical assist, assist EMS
21-0000414-0	FIRE	05/28/2021	433 Charles ST	Medical assist, assist EMS
21-0000415-0	FIRE	05/28/2021	346 Spring ST	Medical assist, assist EMS
21-0000418-0	FIRE	05/28/2021	177 Circle DR	Medical assist, assist EMS
21-0000421-0	FIRE	05/28/2021	841 Winter AVE	Medical assist, assist EMS
21-0000422-0	FIRE	05/29/2021	W 2nd ST & Jonathon ST	Motor vehicle/pedestrian
21-0000425-0	FIRE	05/30/2021	124 E 1st ST /Criss Manor/501	Medical assist, assist EMS
21-0000426-0	FIRE	05/30/2021	228 W 4th ST	Medical assist, assist EMS
21-0000428-0	FIRE	05/30/2021	142 Main AVE	Medical assist, assist EMS
21-0000429-0	FIRE	05/31/2021	667 Locust AVE	Medical assist, assist EMS

**Total Incident Count            66**

Weston Fire Dept.

Incident Type Report (Summary)

Alarm Date Between {05/01/2021} And {05/31/2021}  
and District = "1A "

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
<b>1 Fire</b>				
131 Passenger vehicle fire	1	1.51%	\$20,000	93.02%
138 Off-road vehicle or heavy equipment fire	1	1.51%	\$1,500	6.97%
	<u>2</u>	<u>3.03%</u>	<u>\$21,500</u>	<u>100.00%</u>
<b>3 Rescue &amp; Emergency Medical Service Incident</b>				
311 Medical assist, assist EMS crew	55	83.33%	\$0	0.00%
323 Motor vehicle/pedestrian accident (MV Ped)	1	1.51%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	3	4.54%	\$0	0.00%
	<u>59</u>	<u>89.39%</u>	<u>\$0</u>	<u>0.00%</u>
<b>5 Service Call</b>				
500 Service Call, other	1	1.51%	\$0	0.00%
561 Unauthorized burning	1	1.51%	\$0	0.00%
	<u>2</u>	<u>3.03%</u>	<u>\$0</u>	<u>0.00%</u>
<b>6 Good Intent Call</b>				
611 Dispatched & cancelled en route	3	4.54%	\$0	0.00%
	<u>3</u>	<u>4.54%</u>	<u>\$0</u>	<u>0.00%</u>
<b>Total Incident Count:</b>	<b>66</b>		<b>Total Est Loss:</b>	<b>\$21,500</b>

Weston Fire Dept.

Aid Responses by Department (Summary)

Alarm Date Between {05/01/2021} And {05/31/2021}

Type of Aid	Count
<b>10 Out of County</b>	
Mutual aid given	1
	<hr/>
	1
<b>11 Buckhannon Fire Department</b>	
Mutual aid given	2
	<hr/>
	2
<b>2 Jane Lew Volunteer Fire Department</b>	
Automatic aid received	4
Automatic aid given	2
	<hr/>
	6
<b>3 Pricetown Volunteer Fire Department</b>	
Automatic aid received	1
	<hr/>
	1
<b>4 Walkersville Volunteer Fire Department</b>	
Mutual aid given	1
	<hr/>
	1
<b>5 Jackson's Mill Volunteer Fire Department</b>	
Automatic aid received	1
	<hr/>
	1
<b>8 Lewis County Emergency Ambulance Authority</b>	
Automatic aid received	2
Mutual aid given	3
Automatic aid given	53
	<hr/>
	58

Weston Fire Dept.

Activity & Training Hours/Points Summary

Activity/Training Date Between {05/01/2021} And  
{05/31/2021}

Staff Member	Alt ID	Hours	Hours Paid	Points
103 Barrett, Hunter		40.39	40.39	22.00
125 Bleigh, Jamey		47.67	47.67	27.00
111 Burkhammer, Ryan		21.78	21.78	16.00
117 Clem, Charles E		9.34	9.34	4.00
106 Clem, Chuck W		10.30	10.30	1.00
144-X Corbitt, Scott		0.20	0.20	1.00
122 Fallon, Ryan		1.23	1.23	1.00
165 Gum, James W		0.83	0.83	1.00
110 Hall, Gary G		11.58	11.58	4.00
116 Hall, Joshua D		2.43	2.43	1.00
104 Hall, Travis J		0.70	0.70	1.00
136 Heater, Justice		21.17	21.17	15.00
121 Holden, Ben		12.11	12.11	7.00
141 Kiddy, Robert C		0.20	0.20	0.00
135 Lipps, Tyson		19.09	19.09	18.00
118 McHenry, Mark		1.68	1.68	2.00
126 Queen, Kevin		15.61	15.61	8.00
105 Reed, Matthew D		6.73	6.73	5.00
107 Reynolds, Andrew		2.89	2.89	3.00
108 Rogers, Christopher		1.43	1.43	0.00
124 Rogucki, Eric		12.70	12.70	10.00
102 Ruppert, Cory		14.45	14.45	15.00
120 Schrader, Heath		8.67	8.67	6.00
123 Skidmore, Lucas		15.47	15.47	12.00
140 Sprouse, Jim D		0.90	0.90	0.00
114 Stalnaker, Brian M		0.30	0.30	1.00
100 Suttle, James L		41.81	41.81	22.00
101 Talbert, Keith		41.18	41.18	17.00
119 Taylor, Andy		3.05	3.05	2.00
109 Watson, Josh		15.56	15.56	17.00
127 Woofter, Bill		4.66	4.66	1.00

Weston Fire Dept.

Incident Type Report (Summary)

Alarm Date Between {05/01/2021} And {05/31/2021}  
and District = "1B "

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
<b>3 Rescue &amp; Emergency Medical Service Incident</b>				
311 Medical assist, assist EMS crew	1	4.16%	\$0	0.00%
322 Motor vehicle accident with injuries	3	12.50%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	5	20.83%	\$0	0.00%
352 Extrication of victim(s) from vehicle	1	4.16%	\$0	0.00%
	<b>10</b>	<b>41.66%</b>	<b>\$0</b>	<b>0.00%</b>
<b>4 Hazardous Condition (No Fire)</b>				
444 Power line down	4	16.66%	\$0	0.00%
	<b>4</b>	<b>16.66%</b>	<b>\$0</b>	<b>0.00%</b>
<b>5 Service Call</b>				
551 Assist police or other governmental agency	1	4.16%	\$0	0.00%
553 Public service	1	4.16%	\$0	0.00%
	<b>2</b>	<b>8.33%</b>	<b>\$0</b>	<b>0.00%</b>
<b>6 Good Intent Call</b>				
611 Dispatched & cancelled en route	4	16.66%	\$0	0.00%
622 No Incident found on arrival at dispatch	2	8.33%	\$0	0.00%
652 Steam, vapor, fog or dust thought to be	2	8.33%	\$0	0.00%
	<b>8</b>	<b>33.33%</b>	<b>\$0</b>	<b>0.00%</b>
<b>Total Incident Count:</b>	<b>24</b>		<b>Total Est Loss:</b>	<b>\$0</b>

MIKE STARETT'S AGENDA

CITIZEN CONCERNS

9

STREET DEPT -

5

WARD I - 0

WARD II - 2

WARD III - 1

WARD IV - 2

BUILDING -

4

WARD I - 1

WARD II - 0

WARD III - 1

WARD IV - 1

ALL COUNCIL/CITY MANAGER -

1

POLICE-

0

BUILDING PERMITS

19

WARNINGS

30

WARD I - 20

WARD II - 6



WARD III – 1

WARD IV- 3

STILL WORKING WITH FAMILY DOLLAR

ORDERED WINDOWS DEELIVERY DATE WILL BE JUNE 3<sup>RD</sup>, WILL BE WORKING ON THEM ON RAINY DAYS AND POSSIBLY SATURDAYS.

WORKING ON FOUR BURNT HOUSES WITH ATTORNEY BAILEY. MOVING FORWARD ON PAPERWORK TO OBTAIN THE HOUSES.

MEASURED ROOF ON STREET DEPT AND ORDERED METAL ROOFING

WORKING ON ORDINANCES TO UPDATE PROPERTIES AT MULBERRY AND SHADYBROOK.

FINISHED UP 2 HOUR PARKING SIGNS ON MAIN AVE AND SIDE STREETS.



**BUSINESS LICENSE  
FOR THE  
MONTH OF MAY 2021**

<u>NAME</u>	<u>OCCUPATION</u>	<u>DATE</u>
Worry Free Electric LLC 62 Boggess Street Buckhannon, WV 26201	Contractor	05/06/2021
Nitro Construction Service Inc. 4300 1 <sup>st</sup> Avenue Nitro, WV 25143	Contractor	05/06/2021
Kettle Pop & Company LLC 70 Wood Street Shinnston, WV 26431	Vendor	05/07/2021
Talbott Glass LLC PO Box 3105 Elkins, WV 26241	Contractor	05/13/2021
C & T Construction 684 Locust Avenue Weston, WV 26452	Contractor	05/17/2021
Shahan Industries 35 Crosswinds Lane Buckhannon, WV 26201	Contractor	05/18/2021
Quinn's Handyman 5245 Loveberry Run Rd Weston, WV 26452	Contractor	05/17/2021
Century Lodge LTD 32 Davis Hill Road Berwick, PA 18603	Contractor	05/17/2021
Lamb Construction 560 Broad Street	Contractor	05/21/2021



Weston, WV 26452

<u>NAME</u>	<u>OCCUPATION</u>	<u>DATE</u>
ADT Commercial LLC 1501 Yamato Road Boca Raton, FL. 33431	Contractor	05/24/2021
Superior Kleen 211 Church Street Lumberport, WV 26386	All Other (Pressure Washing)	05/24/2021
C W Remodeling & Maintenance 941 Simpson Run Rd Weston, WV 26452	Contractor	05/24/2021

## **9. Old Business**

## **10. New Business**

**An Ordinance by the City of Weston Creating a Municipal Court Judge; City Clerk Will No Longer be Judge of the Police Court/Municipal Court Judge; Municipal Court Shall Have a Clerk**

Formal Creation of the Position of Municipal Court Judge

Now, being it the intent of City Council to create a formal Municipal Court/Police Court Judge position, and pursuant to West Virginia Code §8-10-2, the City Council now creates a Municipal Court judge position. The City Council intends this ordinance to apply retroactively to April 6, 2020. In the event that this Ordinance cannot be applied retroactively, the position of Municipal Court judge shall become effective on the date this ordinance is passed.

All prior ordinances in conflict with this Ordinance are hereby repealed, except that this Ordinance shall not repeal Section 21 of the Weston City Code of 1972. This Ordinance, relative to the Weston City Code of 1972, simply places the role of Police Court Judge in the hands of a Municipal Court Judge position and not in the hands of the Mayor.

The terms “Municipal Court” and “Police Court” shall mean the same Court for purposes of this Ordinance.

If Municipal Court Judge Is Unable to Perform Duties

In the event the Municipal Court judge is unable to perform his duties, the role of Municipal Court judge shall be placed on the Mayor. In the event the Mayor cannot fulfill the role, the City Clerk shall perform the duties of Municipal Court judge.

In the Event a Candidate for Municipal Court Judge is not Qualified to be Appointed

In the event that the Municipal Court judge, or any potential candidate for Municipal Court Judge, is not qualified under the appropriate provisions of West Virginia Code §8-10-2 and/or other applicable West Virginia Code provisions, then the City Council shall seek other qualified candidates who may be qualified to be a Municipal Court judge under West Virginia Code §8-10-2 and/or other applicable West Virginia Code provisions.

Compensation and Qualifications for Municipal Court Judge

The Municipal Court judge will be paid an amount set by the City Council.

The Municipal Court Judge shall serve a term of one (1) year.

Any current Municipal Court judge, or any future candidate for the role of Municipal Court judge, will be required to satisfy the requirements of West Virginia Code §8-10-2(b) and West Virginia Code §8-10-2(c) and other requirements applicable pursuant to the West Virginia Code.

Clerk of the Municipal Court

The City Clerk shall be the clerk of the Police/Municipal court. The City Clerk shall be an amount set by Council for the role of Municipal Court Clerk. If the City Clerk is unable to perform duties of the Municipal Court clerk, then said duties shall be performed by a person designated by the City Council

2021 City of Weston Ordinance to Appoint a Municipal Court Judge

until the City Clerk is once again able to perform said Municipal Court clerk duties. The Clerk of the Municipal Court shall be appointed every year.

Jurisdiction of the Municipal Court Judge

The Municipal Court Judge shall hear all matters arising under the laws, ordinances, rules, regulations, etc. of the City of Weston.

Dates and Times of Municipal Court Hearings

Municipal Court shall be held on the first Thursday of each month, beginning July 1, 2021. The Court shall set what times each particular case shall be heard.

In the event that any section, paragraph, sentence, clause, phrase, or word of this ordinance, or the application thereof to any person or circumstance shall be declared unconstitutional or otherwise invalid by the judgment or decree of a court of competent jurisdiction, such unconstitutionality or invalidity shall not affect the validity of any remaining sections, paragraphs, sentences, clauses, phrases, or words of this Ordinance or the application thereof to the same or any other person or circumstance.

This Ordinance shall become effective on the date on which it is passed.

First Reading \_\_\_\_\_

Second Reading \_\_\_\_\_

Additional Readings (if necessary) \_\_\_\_\_

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

**Ordinance to Appoint Jim Terango as Municipal Court Judge for the City of Weston**

The City Council now appoints Jim Terango as Municipal Court Judge. This appointment shall apply retroactively to April 6, 2020.

Jim Terango will be paid an amount set by Council as compensation for performing the role of Municipal Court judge.

Jim Terango will be required to satisfy the requirements of West Virginia Code §8-10-2(b) and West Virginia Code §8-10-2(c) and other requirements applicable pursuant to the West Virginia Code.

This ordinance shall apply retroactively to April 6, 2020. In the event this ordinance cannot apply retroactively, then this ordinance shall apply on the date it is passed.

First Reading \_\_\_\_\_

Second Reading \_\_\_\_\_

Additional Readings (if necessary)

Date Adopted \_\_\_\_\_

\_\_\_\_\_

Mayor

\_\_\_\_\_

City Clerk

Ordinance Identifying Rules for Parks Owned by the City of Weston

A 2021 Ordinance Identifying Rules for Parks Owned by the City of Weston

Pursuant to West Virginia Code §8-12-5, the City of Weston intends to promote the safety and health of the City of Weston by promulgating and enforcing rules within parks owned by the City of Weston.

The rules being promulgated are attached to this Ordinance.

These rules shall apply to Polk Creek Park, Willow Park, Lively Park, other parks currently owned by Weston, and other parks that Weston may, in the future, own.

Penalties for violating these rules shall be enforced in accordance with any applicable Weston City Ordinance or any West Virginia State Law that may apply.

In the event that any violations do not have a municipal penalty, then the penalty shall be as follows:

First offense: \$25

Second Violation: \$50

Third or more: \$100

An alleged violator shall either: pay the fine at the Weston City Building or the alleged violator can challenge said violation in the Weston Municipal Court, or other applicable court of competent jurisdiction.

These rules and penalties will be posted in the applicable parks and shall be posted in a conspicuous place so the rules can be easily accessed, seen, and read.

First Reading \_\_\_\_\_

Second Reading \_\_\_\_\_

\_\_\_\_\_

Mayor

\_\_\_\_\_

City Clerk

**A 2021 Ordinance Providing for 3-Hour, 2-Hour, 15-Minute, and No Parking Areas on Various Streets in the City of Weston**

Pursuant to Weston City Code Chapter 28, and pursuant to West Virginia Code §17C-3-3, the City of Weston hereby creates parking zones on various streets. These Zones shall be labeled, and enforced, as either: 3-hour, 2-hour, 15-Minute or no parking zones, depending on which type of zone is needed at any particular point on the applicable streets.

The particular streets, and areas of those particular streets, that are being utilized as 3-hour, 2-hour, 15-minute and no parking zones are identified in an addendum attached to this Ordinance. The addendum shall be labeled Addendum A.

Each parking zone shall be readily identified with either signs or other markings that indicate the zones are for the allotted time to park or no parking.

These various parking zones shall be enforced consistent with the laws and ordinances of the City of Weston and with the laws of the State of West Virginia.

The Weston Municipal Court (or other Court as appropriate) shall be the venue to challenge any alleged violations of this ordinance.

Violators of this Ordinance shall pay any fines at the Weston City Building.

This Ordinance is not intended to conflict with, or replace, with the 2021 Weston City Ordinance providing 2-hour parking on Main Avenue.

If any portion of this Ordinance is deemed to be unconstitutional or deficient in other legal ways, then the remaining portions shall remain in force.

This Ordinance shall become effective on the date it is passed.

First Reading \_\_\_\_\_

Second Reading \_\_\_\_\_

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk



**Addendum A**  
**2021 Ordinance Providing for 3-Hour, 2-Hour, and 15-Minute Parking Areas**

City of Weston Ordinance Number \_\_\_\_\_

**An Ordinance of the City of Weston pertaining to Residency Requirements of Appointed Officials**

Purpose of this ordinance.

To bring clarity to residency requirements as it pertains to the following appointed individuals. There exists differing language in the Charters of 1913, 1925, 1929 and the last amended Charter of 2002 surrounding this issue.

**The City Manager shall be a resident of the City of Weston within one year of his or her first appointment.**

**The City Clerk/Recorder shall be a resident of the State of West Virginia.**

**The City Attorney shall be a resident of the State of West Virginia.**

**The City Finance Manager shall be a resident of the State of West Virginia.**

First Reading \_\_\_\_\_

Second Reading \_\_\_\_\_

Additional Readings (if occurring) \_\_\_\_\_

Adopted \_\_\_\_\_

Filed \_\_\_\_\_

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

OMB Approved No. 1505-0271  
Expiration Date: November 30, 2021

U.S. DEPARTMENT OF THE TREASURY  
CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS

Recipient name and address: [Recipient to provide]	DUNS Number: [Recipient to provide] Taxpayer Identification Number: [Recipient to provide] Assistance Listing Number: 21.019
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Sections 602(b) and 603(b) of the Social Security Act (the Act) as added by section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2 (March 11, 2021) authorize the Department of the Treasury (Treasury) to make payments to certain recipients from the Coronavirus State Fiscal Recovery Fund and the Coronavirus Local Fiscal Recovery Fund.

Recipient hereby agrees, as a condition to receiving such payment from Treasury, to the terms attached hereto.

Recipient:

---

Authorized Representative:

Title:

Date signed:

U.S. Department of the Treasury:

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Authorized Representative:

Title:

Date:

PAPERWORK REDUCTION ACT NOTICE

The information collected will be used for the U.S. Government to process requests for support. The estimated burden associated with this collection of information is 15 minutes per response. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to the Office of Privacy, Transparency and Records, Department of the Treasury, 1500 Pennsylvania Ave., N.W., Washington, D.C. 20220. DO NOT send the form to this address. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid control number assigned by OMB.

U.S. DEPARTMENT OF THE TREASURY  
CORONAVIRUS LOCAL FISCAL RECOVERY FUND  
AWARD TERMS AND CONDITIONS

1. Use of Funds.
  - a. Recipient understands and agrees that the funds disbursed under this award may only be used in compliance with section 603(c) of the Social Security Act (the Act), Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
  - b. Recipient will determine prior to engaging in any project using this assistance that it has the institutional, managerial, and financial capability to ensure proper planning, management, and completion of such project.
2. Period of Performance. The period of performance for this award begins on the date hereof and ends on December 31, 2026. As set forth in Treasury's implementing regulations, Recipient may use award funds to cover eligible costs incurred during the period that begins on March 3, 2021, and ends on December 31, 2024.
3. Reporting. Recipient agrees to comply with any reporting obligations established by Treasury as they relate to this award.
4. Maintenance of and Access to Records
  - a. Recipient shall maintain records and financial documents sufficient to evidence compliance with section 603(c) of the Act, Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
  - b. The Treasury Office of Inspector General and the Government Accountability Office, or their authorized representatives, shall have the right of access to records (electronic and otherwise) of Recipient in order to conduct audits or other investigations.
  - c. Records shall be maintained by Recipient for a period of five (5) years after all funds have been expended or returned to Treasury, whichever is later.
5. Pre-award Costs. Pre-award costs, as defined in 2 C.F.R. § 200.458, may not be paid with funding from this award.
6. Administrative Costs. Recipient may use funds provided under this award to cover both direct and indirect costs.
7. Cost Sharing. Cost sharing or matching funds are not required to be provided by Recipient.
8. Conflicts of Interest. Recipient understands and agrees it must maintain a conflict of interest policy consistent with 2 C.F.R. § 200.318(c) and that such conflict of interest policy is applicable to each activity funded under this award. Recipient and subrecipients must disclose in writing to Treasury or the pass-through entity, as appropriate, any potential conflict of interest affecting the awarded funds in accordance with 2 C.F.R. § 200.112.

9. Compliance with Applicable Law and Regulations.

- a. Recipient agrees to comply with the requirements of section 603 of the Act, regulations adopted by Treasury pursuant to section 603(f) of the Act, and guidance issued by Treasury regarding the foregoing. Recipient also agrees to comply with all other applicable federal statutes, regulations, and executive orders, and Recipient shall provide for such compliance by other parties in any agreements it enters into with other parties relating to this award.
- b. Federal regulations applicable to this award include, without limitation, the following:
  - i. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, other than such provisions as Treasury may determine are inapplicable to this Award and subject to such exceptions as may be otherwise provided by Treasury. Subpart F – Audit Requirements of the Uniform Guidance, implementing the Single Audit Act, shall apply to this award.
  - ii. Universal Identifier and System for Award Management (SAM), 2 C.F.R. Part 25, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 25 is hereby incorporated by reference.
  - iii. Reporting Subaward and Executive Compensation Information, 2 C.F.R. Part 170, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 170 is hereby incorporated by reference.
  - iv. OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement), 2 C.F.R. Part 180, including the requirement to include a term or condition in all lower tier covered transactions (contracts and subcontracts described in 2 C.F.R. Part 180, subpart B) that the award is subject to 2 C.F.R. Part 180 and Treasury’s implementing regulation at 31 C.F.R. Part 19.
  - v. Recipient Integrity and Performance Matters, pursuant to which the award term set forth in 2 C.F.R. Part 200, Appendix XII to Part 200 is hereby incorporated by reference.
  - vi. Governmentwide Requirements for Drug-Free Workplace, 31 C.F.R. Part 20.
  - vii. New Restrictions on Lobbying, 31 C.F.R. Part 21.
  - viii. Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655) and implementing regulations.
  - ix. Generally applicable federal environmental laws and regulations.
- c. Statutes and regulations prohibiting discrimination applicable to this award include, without limitation, the following:
  - i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and Treasury’s implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the basis of race, color, or national origin under programs or activities receiving federal financial assistance;

- ii. The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability;
  - iii. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance;
  - iv. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), and Treasury's implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance; and
  - v. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.
10. Remedial Actions. In the event of Recipient's noncompliance with section 603 of the Act, other applicable laws, Treasury's implementing regulations, guidance, or any reporting or other program requirements, Treasury may impose additional conditions on the receipt of a subsequent tranche of future award funds, if any, or take other available remedies as set forth in 2 C.F.R. § 200.339. In the case of a violation of section 603(c) of the Act regarding the use of funds, previous payments shall be subject to recoupment as provided in section 603(e) of the Act.
11. Hatch Act. Recipient agrees to comply, as applicable, with requirements of the Hatch Act (5 U.S.C. §§ 1501-1508 and 7324-7328), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance.
12. False Statements. Recipient understands that making false statements or claims in connection with this award is a violation of federal law and may result in criminal, civil, or administrative sanctions, including fines, imprisonment, civil damages and penalties, debarment from participating in federal awards or contracts, and/or any other remedy available by law.
13. Publications. Any publications produced with funds from this award must display the following language: "This project [is being] [was] supported, in whole or in part, by federal award number [enter project FAIN] awarded to [name of Recipient] by the U.S. Department of the Treasury."
14. Debts Owed the Federal Government.
- a. Any funds paid to Recipient (1) in excess of the amount to which Recipient is finally determined to be authorized to retain under the terms of this award; (2) that are determined by the Treasury Office of Inspector General to have been misused; or (3) that are determined by Treasury to be subject to a repayment obligation pursuant to section 603(e) of the Act and have not been repaid by Recipient shall constitute a debt to the federal government.
  - b. Any debts determined to be owed the federal government must be paid promptly by

Recipient. A debt is delinquent if it has not been paid by the date specified in Treasury's initial written demand for payment, unless other satisfactory arrangements have been made or if the Recipient knowingly or improperly retains funds that are a debt as defined in paragraph 14(a). Treasury will take any actions available to it to collect such a debt.

15. Disclaimer.

- a. The United States expressly disclaims any and all responsibility or liability to Recipient or third persons for the actions of Recipient or third persons resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of this award or any other losses resulting in any way from the performance of this award or any contract, or subcontract under this award.
- b. The acceptance of this award by Recipient does not in any way establish an agency relationship between the United States and Recipient.

16. Protections for Whistleblowers.

- a. In accordance with 41 U.S.C. § 4712, Recipient may not discharge, demote, or otherwise discriminate against an employee in reprisal for disclosing to any of the list of persons or entities provided below, information that the employee reasonably believes is evidence of gross mismanagement of a federal contract or grant, a gross waste of federal funds, an abuse of authority relating to a federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal contract (including the competition for or negotiation of a contract) or grant.
- b. The list of persons and entities referenced in the paragraph above includes the following:
  - i. A member of Congress or a representative of a committee of Congress;
  - ii. An Inspector General;
  - iii. The Government Accountability Office;
  - iv. A Treasury employee responsible for contract or grant oversight or management;
  - v. An authorized official of the Department of Justice or other law enforcement agency;
  - vi. A court or grand jury; or
  - vii. A management official or other employee of Recipient, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct.
- c. Recipient shall inform its employees in writing of the rights and remedies provided under this section, in the predominant native language of the workforce.

17. Increasing Seat Belt Use in the United States. Pursuant to Executive Order 13043, 62 FR 19217 (Apr. 18, 1997), Recipient should encourage its contractors to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented or personally owned vehicles.

18. Reducing Text Messaging While Driving. Pursuant to Executive Order 13513, 74 FR 51225 (Oct. 6, 2009), Recipient should encourage its employees, subrecipients, and contractors to adopt and enforce policies that ban text messaging while driving, and Recipient should establish workplace safety policies to decrease accidents caused by distracted drivers.

## **ASSURANCES OF COMPLIANCE WITH CIVIL RIGHTS REQUIREMENTS**

### **ASSURANCES OF COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964**

As a condition of receipt of federal financial assistance from the Department of the Treasury, the recipient named below (hereinafter referred to as the “Recipient”) provides the assurances stated herein. The federal financial assistance may include federal grants, loans and contracts to provide assistance to the Recipient’s beneficiaries, the use or rent of Federal land or property at below market value, Federal training, a loan of Federal personnel, subsidies, and other arrangements with the intention of providing assistance. Federal financial assistance does not encompass contracts of guarantee or insurance, regulated programs, licenses, procurement contracts by the Federal government at market value, or programs that provide direct benefits.

The assurances apply to all federal financial assistance from or funds made available through the Department of the Treasury, including any assistance that the Recipient may request in the future.

The Civil Rights Restoration Act of 1987 provides that the provisions of the assurances apply to all of the operations of the Recipient’s program(s) and activity(ies), so long as any portion of the Recipient’s program(s) or activity(ies) is federally assisted in the manner prescribed above.

1. Recipient ensures its current and future compliance with Title VI of the Civil Rights Act of 1964, as amended, which prohibits exclusion from participation, denial of the benefits of, or subjection to discrimination under programs and activities receiving federal financial assistance, of any person in the United States on the ground of race, color, or national origin (42 U.S.C. § 2000d *et seq.*), as implemented by the Department of the Treasury Title VI regulations at 31 CFR Part 22 and other pertinent executive orders such as Executive Order 13166, directives, circulars, policies, memoranda, and/or guidance documents.
2. Recipient acknowledges that Executive Order 13166, “Improving Access to Services for Persons with Limited English Proficiency,” seeks to improve access to federally assisted programs and activities for individuals who, because of national origin, have Limited English proficiency (LEP). Recipient understands that denying a person access to its programs, services, and activities because of LEP is a form of national origin discrimination prohibited under Title VI of the Civil Rights Act of 1964 and the Department of the Treasury’s implementing regulations. Accordingly, Recipient shall initiate reasonable steps, or comply with the Department of the Treasury’s directives, to ensure that LEP persons have meaningful access to its programs, services, and activities. Recipient understands and agrees that meaningful access may entail providing language assistance services, including oral interpretation and written translation where necessary, to ensure effective communication in the Recipient’s programs, services, and activities.
3. Recipient agrees to consider the need for language services for LEP persons when Recipient develops applicable budgets and conducts programs, services, and activities. As a resource, the Department of the Treasury has published its LEP guidance at 70 FR 6067. For more information on taking reasonable steps to provide meaningful access for LEP persons, please visit <http://www.lep.gov>.

4. Recipient acknowledges and agrees that compliance with the assurances constitutes a condition of continued receipt of federal financial assistance and is binding upon Recipient and Recipient's successors, transferees, and assignees for the period in which such assistance is provided.
5. Recipient acknowledges and agrees that it must require any sub-grantees, contractors, subcontractors, successors, transferees, and assignees to comply with assurances 1-4 above, and agrees to incorporate the following language in every contract or agreement subject to Title VI and its regulations between the Recipient and the Recipient's sub-grantees, contractors, subcontractors, successors, transferees, and assignees:

*The sub-grantee, contractor, subcontractor, successor, transferee, and assignee shall comply with Title VI of the Civil Rights Act of 1964, which prohibits recipients of federal financial assistance from excluding from a program or activity, denying benefits of, or otherwise discriminating against a person on the basis of race, color, or national origin (42 U.S.C. § 2000d et seq.), as implemented by the Department of the Treasury's Title VI regulations, 31 CFR Part 22, which are herein incorporated by reference and made a part of this contract (or agreement). Title VI also includes protection to persons with "Limited English Proficiency" in any program or activity receiving federal financial assistance, 42 U.S.C. § 2000d et seq., as implemented by the Department of the Treasury's Title VI regulations, 31 CFR Part 22, and herein incorporated by reference and made a part of this contract or agreement.*

6. Recipient understands and agrees that if any real property or structure is provided or improved with the aid of federal financial assistance by the Department of the Treasury, this assurance obligates the Recipient, or in the case of a subsequent transfer, the transferee, for the period during which the real property or structure is used for a purpose for which the federal financial assistance is extended or for another purpose involving the provision of similar services or benefits. If any personal property is provided, this assurance obligates the Recipient for the period during which it retains ownership or possession of the property.
7. Recipient shall cooperate in any enforcement or compliance review activities by the Department of the Treasury of the aforementioned obligations. Enforcement may include investigation, arbitration, mediation, litigation, and monitoring of any settlement agreements that may result from these actions. The Recipient shall comply with information requests, on-site compliance reviews and reporting requirements.
8. Recipient shall maintain a complaint log and inform the Department of the Treasury of any complaints of discrimination on the grounds of race, color, or national origin, and limited English proficiency covered by Title VI of the Civil Rights Act of 1964 and implementing regulations and provide, upon request, a list of all such reviews or proceedings based on the complaint, pending or completed, including outcome. Recipient also must inform the Department of the Treasury if Recipient has received no complaints under Title VI.
9. Recipient must provide documentation of an administrative agency's or court's findings of non-compliance of Title VI and efforts to address the non-compliance, including any voluntary compliance or other

agreements between the Recipient and the administrative agency that made the finding. If the Recipient settles a case or matter alleging such discrimination, the Recipient must provide documentation of the settlement. If Recipient has not been the subject of any court or administrative agency finding of discrimination, please so state.

10. If the Recipient makes sub-awards to other agencies or other entities, the Recipient is responsible for ensuring that sub-recipients also comply with Title VI and other applicable authorities covered in this document. State agencies that make sub-awards must have in place standard grant assurances and review procedures to demonstrate that they are effectively monitoring the civil rights compliance of sub-recipients.

The United States of America has the right to seek judicial enforcement of the terms of this assurances document and nothing in this document alters or limits the federal enforcement measures that the United States may take in order to address violations of this document or applicable federal law.

Under penalty of perjury, the undersigned official(s) certifies that official(s) has read and understood the Recipient's obligations as herein described, that any information submitted in conjunction with this assurances document is accurate and complete, and that the Recipient is in compliance with the aforementioned nondiscrimination requirements.

---

Recipient

---

Date

---

Signature of Authorized Official

PAPERWORK REDUCTION ACT NOTICE

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Weston Fire Department  
Career Progression System

Draft 6-4-21

Service	0-1	1	2	3	4	5	6	7	8	9	10
<b>Rank</b>											
Chief	\$37,250	\$37,250	\$37,500	\$37,500	\$37,750	\$37,750	\$38,000	\$38,250	\$38,500	\$38,750	\$39,000
Deputy Chief	\$35,000	\$35,000	\$35,250	\$35,250	\$35,500	\$35,500	\$35,750	\$36,000	\$36,250	\$36,500	36,750
1st Asst Chief	\$33,000	\$33,000	\$33,250	\$33,250	\$33,500	\$33,500	\$33,750	\$34,000	\$34,250	\$34,500	\$34,750
2nd Asst Chief	\$31,500	\$31,500	\$31,750	\$31,750	\$32,000	\$32,000	\$32,250	\$32,500	\$32,750	\$33,000	\$33,250
FF 1st Class	\$30,500	\$30,500	\$30,750	\$30,750	\$31,000	\$31,000	\$31,250	\$31,500	\$31,750	\$32,000	\$32,250
	11	12	13	14	15	16	17	18	19	20	21-30
Chief	\$39,250	\$39,500	\$39,750	\$40,000	\$40,250	\$40,500	\$40,750	\$41,000	\$41,250	\$41,500	\$500/yr
Deputy Chief	\$37,000	\$37,250	\$37,500	\$37,750	\$38,000	\$38,250	\$38,500	\$38,750	\$39,000	\$39,250	\$500/yr
1st Asst Chief	\$35,000	\$35,250	\$35,500	\$35,750	\$36,000	\$36,250	\$36,500	\$36,750	\$37,000	\$37,250	\$500/yr
2nd Asst Chief	\$33,500	\$33,750	\$34,000	\$34,250	\$34,500	\$34,750	\$35,000	\$35,250	\$35,500	\$35,750	\$500/yr
FF 1st Class	\$32,500	\$32,750	\$33,000	\$33,250	\$33,500	\$33,750	\$34,000	\$34,250.00	\$34,500	\$34,750	\$500/yr

	Day	Evening	Night	Holidiay
Deputy Chief	\$14.78	\$15.28	\$15.53	\$22.17
1st Asst Chief	\$13.65	\$14.15	\$14.40	\$20.48
2nd Asst Chie	\$12.53	\$13.03	\$13.28	\$18.80
FF 1st Class	\$12.12	\$12.62	\$12.87	\$18.18

Yearly Hours Per Employee	Day	Evening	Night	12 Holidays
2,016 Total Hrs.	672	672	672	288

Chief	Exempt	Deputy Chief	\$ 9,932.16	1st Asst Chief	\$ 9,172.80	2nd Asst Chie	\$ 8,420.16	FF 1st Class	\$ 8,144.64
			\$ 10,268.16		\$ 9,508.80		\$ 8,756.16		\$ 8,480.64
			\$ 10,436.16		\$ 9,676.80		\$ 8,924.16		\$ 8,648.64
			\$ 6,384.96		\$ 5,896.80		\$ 5,412.96		\$ 5,235.84
			\$ 37,021.44		\$ 34,255.20		\$ 31,513.44		\$ 30,509.76

## **12. Reports of City Council**