

**AGENDA  
JEFFERSON COUNTY COMMISSION  
THURSDAY, JANUARY 7, 2016  
9:30 A.M.**

County Commission Meeting Room  
located at the Old Charles Town Library  
200 E. Washington Street, Charles Town, WV

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**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

1. 9:30 a.m. County Commission Organization
  - a. Selection of President
  - b. Selection of Vice President
  - c. Committee Assignments

**APPROVAL OF MINUTES**

- December 17, 2015 - Regular Meeting
- December 18, 2015 - Canvass Special Election
- December 28, 2015 - Certification of Results for Special Election

**APPROVAL OF ACCOUNTS PAYABLE**

- December 17, 2015
- December 23, 2015
- December 30, 2015

**APPROVAL OF MANUAL CHECKS**

- December 17, 2015
- December 30, 2015

**PAYROLL APPROVAL**

- December 17, 2015
- December 18, 2015 Poll Workers
- December 30, 2015

**ANNOUNCEMENTS**

- Report if there are changes in the agenda if applicable

**PUBLIC COMMENT**

## **PRESENTATIONS**

2. 10:00 a.m. C. Mark Hofe, 23<sup>rd</sup> Judicial Circuit Probation Department  
- Annexation of former Day Report Center Space - Discussion/Action
3. 10:15 a.m. Pete Dougherty, Sheriff  
- Approval of permanent appointment of Jefferson County Animal Control Officers as Humane Officers - Discussion/Action
4. 10:30 a.m. Laura Storm, Circuit Clerk  
- Presentation to County Commission regarding Jefferson County Jail Annex
5. 10:45 a.m. **BREAK**
6. 11:00 a.m. Interview/Appointment to the Jefferson County Board of Zoning Appeals - One 3 year term ending January 1, 2019 - Discussion/Action
7. 11:15 a.m. Stephanie Grove, County Administrator  
- Presentation: A Guide to Understanding Property Taxes

## **NEW BUSINESS**

8. Resolution in support of the Stepping Up Initiative to Reduce the Number of People with Mental Illness in Jails/Application to participate in the National Summit on Reducing the Prevalence of Individuals with Mental Illness in Jails - Discussion/Action (EB)
9. Notice for the 2016 Board of Review and Equalization - Discussion/Action

## **FINANCIAL DIRECTOR REPORTS**

- Approval of 2016 State Budget Revision #4 - Discussion/Action
- Approval of 2016 Internal Budget Revision #1 & #2 - Discussion/Action
- Review of Budget to Actual as of November 30, 2015 as presented on December 17, 2015

## **COUNTY ADMINISTRATOR REPORTS**

- In-kind engineering assistance for Harpers Ferry - Discussion/Action
- Legal Update Civil Case No. 3:15CV138 and 15C282

## **COUNTY COMMISSION REPORTS**

10. **ADJOURN**

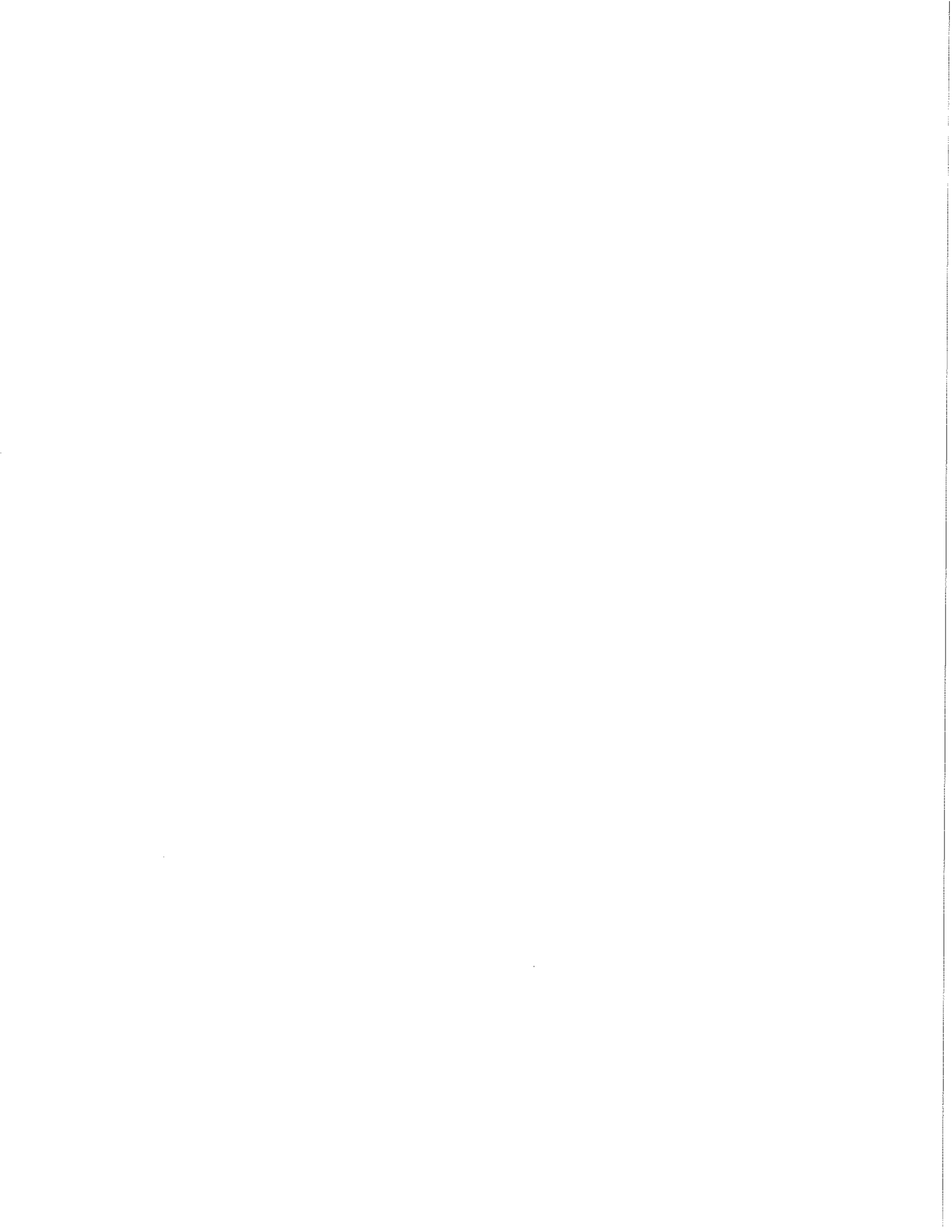
## **DEPARTMENTS, BOARDS, COMMISSIONS AND AGENCY WRITTEN REPORTS**

- Quarterly Report for the Jefferson County Planning and Zoning
- Quarterly Report for the Jefferson County Homeland Security and Emergency Management

## **CORRESPONDENCE/INFORMATION**

1. Reminder: Jefferson County Offices will be closed on Monday, January 18, 2016 in observance of Martin Luther King, Jr. Day.
2. Notice of Public Hearing - Thursday, January 21, 2016 at 7:00 p.m. - Proposed text amendments regarding rural campground standards.
3. The Jefferson County Commission proposes to name persons to serve on the Water Advisory Committee - Three 3-year terms ending January 31, 2019 on January 21, 2016.
4. Correspondence received from Gary G. Howell, Chairman, House Committee on Government Organization regarding a result of a study, committee staff has gathered available information regarding websites, minutes, and ordinances, as well as general contact information.
5. Correspondence received from the West Virginia Department of Transportation - Division of Highways regarding the draft copy of the 2016-2021 Statewide Transportation Improvement Program (STIP) is available for public comment.
6. Jefferson County Public Service District Regular Board Meeting Minutes for November 2, 2015 received.
7. WV Lottery Weekly Settlement for Charles Town - week ending December 12, 2015.
8. WV Lottery Weekly Settlement for Charles Town - week ending December 19, 2015.
9. WV Lottery Weekly Settlement for Charles Town - week ending December 26, 2015.

*At all times the County Commission reserves the right to rearrange agenda times because of time constraints and to accommodate the Commission schedule or the public.*



**Assignment to Boards, Commissions &  
Organizations  
Calendar Year 2016**

<i>Organization</i>	<i>Commissioner 2015</i>	<i>Commissioner 2016</i>
Affordable Housing	Manuel	
Approval of Bills	Bell	
Board of Health	Bell	
Building Repair & Security Courthouse Committee	Manuel	
Community Corrections Committee - Day Report Center	Manuel/Bell	
Development Authority	Pellish	
E-911 Council	Pellish	
Extension Service	Tabb	
Farmland Protection Board	Tabb	
Jefferson County Convention & Visitors Bureau	Noland	
Jefferson County Emergency Services Agency / Fire & Rescue	Tabb	
Historic Landmarks Commission	Bell	
Homeland Security/LEPC	Tabb/Manuel	
Legislative Liaison	Manuel/Noland	
Mental Health Center	Noland	
MPO Interstate Council	Noland/Manuel	
Pan Tran	Bell	
Parks and Recreation	Manuel/Pellish	
Planning Commission	Manuel	
Public Service District Liaison	Tabb/Bell	
Region 9	Noland/Bell	
Solid Waste Authority	Pellish	
Telamon Board	citizen volunteer	
Water Advisory Committee	Manuel	
Workforce Investment Act Liaison	Bell	

## Minutes

### Jefferson County Commission

Thursday, December 17, 2015

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A meeting of the Jefferson County Commission was held on Thursday, December 17, 2015 in the County Commission meeting room in the Old Charles Town Library located at 200 E. Washington Street, Charles Town, WV 25414. Present were Commissioners Eric Bell, Dale Manuel, Patsy Noland, Walter Pellish, and Jane Tabb. Also present were Stephanie Grove, County Administrator, Jessica Carroll, Executive Administrative Assistant and Jim Eddy, Bailiff. (An audio tape of the Thursday, December 17, 2015 meeting is available through the Jefferson County Commission Office.)

#### PLEDGE OF ALLEGIANCE

Commissioner Noland led the Pledge of Allegiance.

#### APPROVAL OF MINUTES

**Motion by Ms. Noland to approve the December 3, 2015 Regular Meeting Minutes as amended. Motion seconded and unanimously approved.**

#### APPROVAL OF PAYROLL

**Motion by Ms. Noland to approve the December 3, 2015 Payroll in the amount of \$235,201.56. Motion seconded and unanimously approved.**

#### APPROVAL OF ACCOUNTS PAYABLE

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
075506	717	AUTOZONE		\$ -	\$ 1,408.19	\$ 1,408.19
075507	406	CASTO & HARRIS INC		\$ -	\$ 1,140.00	\$ 1,140.00
075508	424	CHARLES TOWN UTILITIES		\$ -	\$ 54.27	\$ 54.27
075508	425	CHARLES TOWN UTILITIES		\$ -	\$ 873.72	\$ 873.72
075509	PAYROLL	KAREN ECHEMENT		\$ -	\$ 2,020.38	\$ 2,020.38

075510	405	STEPHEN V GROH		\$ -	\$ 327.75	\$ 327.75
075511	405	CHARLES B HOWARD		\$ -	\$ 420.28	\$ 420.28
075512	PAYROLL	JAMES P HAYDEN		\$ -	\$ 2,229.74	\$ 2,229.74
075513	PAYROLL	JANE JONES		\$ -	\$ 1,310.74	\$ 1,310.74
075514	403	THE JEFFERSON CENTER		\$ -	\$ 200.00	\$ 200.00
075515	405	RALPH A LORENZETTI JR		\$ -	\$ 327.75	\$ 327.75
075516	405	MATTHEW BENDER & CO		\$ -	\$ 635.64	\$ 635.64
075517	GRANT	MINGHINI'S		\$ -	\$ 55,278.90	\$ 55,278.90
075518	PAYROLL	GAIL MAGAHA		\$ -	\$ 1,212.71	\$ 1,212.71
075519	402	PIFER OFFICE SUPPLY, INC		\$ -	\$ 93.71	\$ 93.71
075519	404	PIFER OFFICE SUPPLY, INC		\$ -	\$ 38.21	\$ 38.21
075520	712	JEFFREY POLCZYNSKI		\$ -	\$ 20.49	\$ 20.49
075521	424	POTOMAC EDISON/OH		\$ -	\$ 1,683.93	\$ 1,683.93
075521	425	POTOMAC EDISON/OH		\$ -	\$ 1,317.21	\$ 1,317.21
075521	425	POTOMAC EDISON/OH		\$ -	\$ 12,535.05	\$ 12,535.05
075522	425	RCS SECURITY		\$ -	\$ 132.00	\$ 132.00
075522	425	RCS SECURITY		\$ -	\$ 297.50	\$ 297.50
075523	402	RECORD MANAGEMENT SOLUTN		\$ -	\$ 35.00	\$ 35.00
075523	403	RECORD MANAGEMENT SOLUTN		\$ -	\$ 30.00	\$ 30.00
075524	717	RICE TIRES CO		\$ -	\$ 1,123.20	\$ 1,123.20
075525	PAYROLL	RANDALL RODRIGUEZ		\$ -	\$ 1,801.23	\$ 1,801.23
075526	405	SPECIALTY BUS SUPPLIES		\$ -	\$ 643.29	\$ 643.29
075527	704	WV REGIONAL JAIL &		\$ -	\$ 93,460.25	\$ 93,460.25
075528	704	WV REGIONAL JAIL &		\$ -	\$ 118,791.50	\$ 118,791.50
075529	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 702.52	\$ 702.52
075529	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 114.75	\$ 114.75
075530	PAYROLL	EVELYN STEPHENSON		\$ -	\$ 745.88	\$ 745.88
075531	425	CAPITAL TRISTATE		\$ -	\$ 5,384.74	\$ 5,384.74
075532	712	TELTRONIC		\$ -	\$ 1,251.00	\$ 1,251.00
075533	425	TRENNARY SERVICE CO		\$ -	\$ 90.00	\$ 90.00
075534	405	THOMSON REUTER - WEST		\$ -	\$ 2,373.96	\$ 2,373.96
075535	402	XEROX CORPORATION		\$ -	\$ 1,251.50	\$ 1,251.50
075536	PAYROLL	DEBRA A. YOUNG		\$ -	\$ 220.16	\$ 220.16
075537	405	NEIL ZAHRADNIK		\$ -	\$ 327.75	\$ 327.75
<b>TOTAL</b>						<b>\$ 311,904.90</b>
<b>TOTAL</b>					<b>\$ 311,904.90</b>	

**Motion by Ms. Noland to approve the Accounts Payable for December 10, 2015 in the amount of \$311,904.90. Motion seconded and unanimously approved.**

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
075541	428	ACCURATE SYSTEMS INC		\$ -	\$ 4,200.00	\$ 4,200.00
075542	424	AT&T/IL		\$ -	\$ 6.49	\$ 6.49
075543	ALLOC	AHA/ART&HUMANITIES ALLNC		\$ -	\$ 1,187.69	\$ 1,187.69
075544	413	APPLE VALLEY OFF.PRODUCT		\$ -	\$ 139.01	\$ 139.01
075545	425	B-K OFFICE SUPPLY INC		\$ -	\$ 167.07	\$ 167.07
075545	425	B-K OFFICE SUPPLY INC		\$ -	\$ 1,278.50	\$ 1,278.50
075546	424	BOLAND SERVICES		\$ -	\$ 270.00	\$ 270.00
075546	425	BOLAND SERVICES		\$ -	\$ 3,785.65	\$ 3,785.65
075546	425	BOLAND SERVICES		\$ -	\$ 1,325.00	\$ 1,325.00
075547	PAYROLL	BUREAU F/CHILD SUPPORT		\$ -	\$ 49.85	\$ 49.85
075548	PAYROLL	BUREAU F/CHILD SPVRT ENF		\$ -	\$ 212.31	\$ 212.31
075549	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 461.54	\$ 461.54
075550	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 119.54	\$ 119.54
075551	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 530.77	\$ 530.77
075552	PAYROLL	LARRY K COLLIER		\$ -	\$ 1,428.48	\$ 1,428.48
075553	717	CREAMERS WRECKER SVC		\$ -	\$ 85.00	\$ 85.00
075554	425	DAYCON		\$ -	\$ 980.80	\$ 980.80
075555	424	J.C.EHRLICH		\$ -	\$ 30.00	\$ 30.00
075555	425	J.C.EHRLICH		\$ -	\$ 603.00	\$ 603.00
075556	401	FEDEX		\$ -	\$ 140.82	\$ 140.82
075556	405	FEDEX		\$ -	\$ 74.20	\$ 74.20
075556	700	FEDEX		\$ -	\$ 24.40	\$ 24.40
075557	415	GENERAL COUNTY FUND-J FE		\$ -	\$ 15,215.75	\$ 15,215.75
075558	405	CHARLES B HOWARD		\$ -	\$ 335.75	\$ 335.75
075559	413	GENEVIEVE HUGHES		\$ -	\$ 26.62	\$ 26.62
075560	PAYROLL	VOYA FINANCIAL		\$ -	\$ 3,035.00	\$ 3,035.00
075561	ALLOC	JEFFERSON COUNTY HISTORI		\$ -	\$ 1,758.67	\$ 1,758.67
075562	402	JEFFERSON PUBLISH CO INC		\$ -	\$ 33.74	\$ 33.74
075562	424	JEFFERSON PUBLISH CO INC		\$ -	\$ 82.80	\$ 82.80
075563	424	THE JOURNAL		\$ -	\$ 339.66	\$ 339.66
075564	GRANT	JEFFERSON DAY REPORT CNT		\$ -	\$ 40,792.98	\$ 40,792.98
075565	712	ROBERT E. JONES III		\$ -	\$ 1,000.00	\$ 1,000.00
075566	PAYROLL	JEFFERSON SECURITY BANK		\$ -	\$ 5,510.00	\$ 5,510.00
075567	717	J & K PRECISION AUTO CAR		\$ -	\$ 64.95	\$ 64.95
075568	712	LANGUAGE LINE SERVICES		\$ -	\$ 56.35	\$ 56.35
075569	406	MONROE SYS FOR BUSINESS		\$ -	\$ 193.24	\$ 193.24

075570	GRANT	MINGHINI'S		\$ -	\$ 62,201.91	\$ 62,201.91
075571	711	BARBARA J. MILLER		\$ -	\$ 51.00	\$ 51.00
075572	717	MILLER'S CHRYSLER JEEP		\$ -	\$ 114.00	\$ 114.00
075573	716	MATILDA BAY FARM		\$ -	\$ 2,500.00	\$ 2,500.00
075574	PAYROLL	JASON MICKEY		\$ -	\$ 323.03	\$ 323.03
075575	425	MID ATLANTIC ENTRY MD,LL		\$ -	\$ 325.00	\$ 325.00
075576	PAYROLL	HELEN M. MORRIS, TRUSTEE		\$ -	\$ 150.00	\$ 150.00
075577	PAYROLL	NATIONWIDE RETIREMENT		\$ -	\$ 749.00	\$ 749.00
075578	413	KAREN OLDEN		\$ -	\$ 11.50	\$ 11.50
075579	ALLOC	JEFF CO PARKS &		\$ -	\$ 26,745.81	\$ 26,745.81
075580	425	POTOMAC EDISON/OH		\$ -	\$ 57.09	\$ 57.09
075581	717	RICE TIRES CO		\$ -	\$ 413.12	\$ 413.12
075582	402	SOFTWARE SYSTEMS, INC		\$ -	\$ 27.00	\$ 27.00
075582	404	SOFTWARE SYSTEMS, INC		\$ -	\$ 2,586.31	\$ 2,586.31
075582	406	SOFTWARE SYSTEMS, INC		\$ -	\$ 58.00	\$ 58.00
075582	428	SOFTWARE SYSTEMS, INC		\$ -	\$ 392.00	\$ 392.00
075583	704	WV REGIONAL JAIL &		\$ -	\$ 103,737.50	\$ 103,737.50
075584	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 45,470.76	\$ 45,470.76
075584	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 1.82	\$ 1.82
075584	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 7.76	\$ 7.76
075584	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 10,634.52	\$ 10,634.52
075584	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 5.11	\$ 5.11
075584	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 42,854.74	\$ 42,854.74
075586	401	A TOUCH OF CLASS		\$ -	\$ 320.00	\$ 320.00
075586	401	BAUDVILLE INC		\$ -	\$ 125.85	\$ 125.85
075586	401	MARTINS		\$ -	\$ 28.01	\$ 28.01
075586	401	PANERA BREAD		\$ -	\$ 69.07	\$ 69.07
075586	402	AMERICAN PAYROLL ASSOC		\$ -	\$ 219.00	\$ 219.00
075586	402	EZ NETTOOLS		\$ -	\$ 34.95	\$ 34.95
075586	403	ENVELOPE SUPERSTORE		\$ -	\$ 828.62	\$ 828.62
075586	403	KEURIG		\$ -	\$ 259.30	\$ 259.30
075586	403	SHOPLET		\$ -	\$ 35.66	\$ 35.66
075586	403	STAPLES		\$ -	\$ 11.49	\$ 11.49
075586	405	EXPEDIA		\$ -	\$ 8.00	\$ 8.00
075586	405	NATIONAL DISTRICT ATTORN		\$ -	\$ 175.00	\$ 175.00
075586	412	COMCAST		\$ -	\$ 103.63	\$ 103.63
075586	412	STAPLES		\$ -	\$ 96.92	\$ 96.92
075586	413	INTAB LLC		\$ -	\$ 285.85	\$ 285.85
075586	415	FRONTIER		\$ -	\$ 84.27	\$ 84.27
075586	424	FRONTIER		\$ -	\$ 10,469.49	\$ 10,469.49

075586	424	NEOPOST MID ATLANTIC		\$ -	\$ 11,220.00	\$ 11,220.00
075586	425	AERIAL EQUIPMANT		\$ -	\$ 345.29	\$ 345.29
075586	425	COMCAST		\$ -	\$ 615.18	\$ 615.18
075586	425	GRAINGER		\$ -	\$ 198.48	\$ 198.48
075586	425	JEFFERSON UTILITIES, INC		\$ -	\$ 559.76	\$ 559.76
075586	425	RAG LADY		\$ -	\$ 145.00	\$ 145.00
075586	425	REESES LANDSCAPE NURSERY		\$ -	\$ 129.98	\$ 129.98
075586	425	SHENANDOAH SPRING WATER		\$ -	\$ 745.50	\$ 745.50
075586	425	THE HOME DEPOT		\$ -	\$ 266.46	\$ 266.46
075586	425	UNITED RENTALS		\$ -	\$ 473.90	\$ 473.90
075586	425	84 LUMBER		\$ -	\$ 219.71	\$ 219.71
075586	428	BATTERY MART		\$ -	\$ 62.80	\$ 62.80
075586	428	SERVER SUPPLY		\$ -	\$ 1,620.00	\$ 1,620.00
075586	428	SYX - TIGER DIRECT, INC.		\$ -	\$ 527.29	\$ 527.29
075586	428	SYX - TIGER DIRECT, INC.		\$ -	\$ 708.45	\$ 708.45
075586	433	AMAZON		\$ -	\$ 42.18	\$ 42.18
075586	433	HOLIDAY INN		\$ -	\$ 107.00	\$ 107.00
075586	439	SPRINT		\$ -	\$ 56.38	\$ 56.38
075586	439	WAL-MART		\$ -	\$ 5.96	\$ 5.96
075586	700	APPLEBEES		\$ -	\$ 44.14	\$ 44.14
075586	700	ARBYS		\$ -	\$ 21.99	\$ 21.99
075586	700	BARRE ARMY NAVY STORE		\$ -	\$ 85.00	\$ 85.00
075586	700	DJ'S 50 AND 60'S DINER		\$ -	\$ 13.73	\$ 13.73
075586	700	FAIRFIELD INN & SUITES		\$ -	\$ 178.00	\$ 178.00
075586	700	LESS AUTO & TRUCK REP		\$ -	\$ 600.00	\$ 600.00
075586	700	PETCO		\$ -	\$ 102.70	\$ 102.70
075586	700	RIVER CITY FARM & PET SU		\$ -	\$ 66.51	\$ 66.51
075586	700	STAPLES		\$ -	\$ 329.12	\$ 329.12
075586	700	TEXAS ROADHOUSE		\$ -	\$ 45.27	\$ 45.27
075586	700	THE LOCKER ROOM		\$ -	\$ 270.00	\$ 270.00
075586	700	WAL-MART		\$ -	\$ 324.64	\$ 324.64
075586	711	ASFPM		\$ -	\$ 140.00	\$ 140.00
075586	711	GRAINGER		\$ -	\$ 86.36	\$ 86.36
075586	711	HOLIDAY INN		\$ -	\$ 224.12	\$ 224.12
075586	711	INTERNATIONAL ASSOC		\$ -	\$ 99.00	\$ 99.00
075586	711	KEEPER		\$ -	\$ 29.99	\$ 29.99
075586	711	OFFICE MAX		\$ -	\$ 48.95	\$ 48.95
075586	711	340 CAR WASH		\$ -	\$ 10.00	\$ 10.00
075586	712	FRONTIER		\$ -	\$ 55.00	\$ 55.00
075586	712	STAPLES		\$ -	\$ 60.20	\$ 60.20

075586	712	TELTRONIC		\$ -	\$ 1,580.00	\$ 1,580.00
075586	712	THE HOME DEPOT		\$ -	\$ 9.86	\$ 9.86
075586	712	WAL-MART		\$ -	\$ 17.85	\$ 17.85
075586	716	AMAZON		\$ -	\$ 901.73	\$ 901.73
075586	716	GREENLAWN MEMORIAL PARK		\$ -	\$ 435.00	\$ 435.00
075586	716	PANHANDLE PRINTING AND D		\$ -	\$ 138.60	\$ 138.60
075586	716	STAPLES		\$ -	\$ 325.83	\$ 325.83
075586	716	WAL-MART		\$ -	\$ 151.12	\$ 151.12
075586	717	HAGERSTOWN FORD		\$ -	\$ 429.95	\$ 429.95
075586	717	THE HOME DEPOT		\$ -	\$ 43.18	\$ 43.18
075586	717	WVSP TRAFFICE RECORDS		\$ -	\$ 165.00	\$ 165.00
075587	425	VALLEY HARDWARE COMPANY		\$ -	\$ 51.83	\$ 51.83
075588	ALLOC	JEFFERSON CO CONVENTION		\$ -	\$ 29,692.17	\$ 29,692.17
075589	403	VITAL SIGNS		\$ -	\$ 275.00	\$ 275.00
075590	711	BRANDON VALLEE		\$ -	\$ 51.00	\$ 51.00
075591	413	LOCKE WYSONG		\$ -	\$ 13.80	\$ 13.80
075592	700	WILLIAM WALTERS		\$ -	\$ 55.77	\$ 55.77
075593	439	XEROX CORPORATION		\$ -	\$ 523.52	\$ 523.52
075594	413	BETHEL METHODIST CHURCH		\$ -	\$ 100.00	\$ 100.00
075595	413	CAMP HILL WESLEY UNITED		\$ -	\$ 150.00	\$ 150.00
075596	413	CHARLES TOWN BAPTIST		\$ -	\$ 100.00	\$ 100.00
075597	413	FIRST BAPTIST CHURCH		\$ -	\$ 100.00	\$ 100.00
075598	413	KABLETOWN METHODIST CHRC		\$ -	\$ 150.00	\$ 150.00
075599	413	LEETOWN METHODIST CHURCH		\$ -	\$ 100.00	\$ 100.00
075600	413	JEAN L ROBERTS		\$ -	\$ 10.35	\$ 10.35
075601	413	TARA M.MORGAN		\$ -	\$ 12.65	\$ 12.65
075602	413	JAMES EDDY		\$ -	\$ 18.40	\$ 18.40
075603	413	BLUE RIDGE MTN VOL FIRE		\$ -	\$ 100.00	\$ 100.00
075604	413	NORA DRISH		\$ -	\$ 25.88	\$ 25.88
075605	413	CHERYL HUFF		\$ -	\$ 14.38	\$ 14.38
075606	413	OAKLAND METHODIST CHURCH		\$ -	\$ 100.00	\$ 100.00
075607	413	MARY R. RING		\$ -	\$ 24.15	\$ 24.15
075608	413	CONNOR NEWLON		\$ -	\$ 6.90	\$ 6.90
075609	413	JEFFERSON COUNTY COUNCIL		\$ -	\$ 100.00	\$ 100.00
075610	413	VIVIAN HENRY		\$ -	\$ 8.63	\$ 8.63
075611	413	JEFFERSON ACADEMY		\$ -	\$ 200.00	\$ 200.00
075612	413	GARY HENRY		\$ -	\$ 5.75	\$ 5.75
075613	413	CATHRYN JACKSON		\$ -	\$ 50.00	\$ 50.00
075614	413	STEVEN CROWE		\$ -	\$ 18.40	\$ 18.40
075615	413	ANITA FLESHMAN		\$ -	\$ 19.55	\$ 19.55



<b>COAL SEVERANCE</b>			
<b>002</b>			
<b>Date</b>	<b>Check #</b>	<b>VENDOR</b>	<b>Amount</b>
12/11/2015		<b>EASTRIDGE HEALTH SYSTEM</b>	\$ 450.00
<b>HOME DETETION</b>			
<b>008</b>			
<b>Date</b>	<b>Check #</b>	<b>VENDOR</b>	<b>Amount</b>
12/11/15	515	<b>3M ELECTRONIC MONITORING</b>	\$ 3,740.00
11/15/15	514	<b>CDA</b>	\$ 247.50
<b>ASSESSOR VALUATION</b>			
<b>O56</b>			
<b>Date</b>	<b>Check #</b>	<b>VENDOR</b>	<b>Amount</b>
12/11/2015	567	<b>MONROE SYSTEMS</b>	\$ 596.35
	568	<b>WVSPS</b>	\$ 25.00
	566	<b>KNIGHT CONSULTING</b>	\$ 100.00
<b>TEEN COURT</b>			
<b>O77</b>			
<b>Date</b>	<b>Check #</b>	<b>VENDOR</b>	<b>Amount</b>
12/11/2015	1043	<b>TEEN COURT</b>	\$ 760.00
<b>BARDANE</b>			
<b>244</b>			
<b>Date</b>	<b>Check #</b>	<b>VENDOR</b>	<b>Amount</b>
12/11/2015	582	<b>POTOMAC EDISON</b>	\$ 6,929.03
<b>IMPACT FEES</b>			
<b>249</b>			
<b>Date</b>	<b>Check #</b>	<b>VENDOR</b>	<b>Amount</b>
12/11/2015	1020	<b>SHERIFF JEFFERSON CO -SCHOOL</b>	\$ 71,523.43
	1021	<b>SHERIFF JEFFERSON CO - LAW</b>	\$ 1,390.50

	1022	SHERIFF JEFFERSON CO - PARKS	\$ 5,496.49
	1023	SHERIFF JEFFERSON CO - FIRE/EMS	\$ 604.50
<b>TOTAL</b>			<b>\$ 91,862.80</b>

**Motion by Ms. Noland to approve the Manual Checks for December 11, 2015 in the amount of \$91,862.80. Motion seconded and unanimously approved.**

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-			
Date	Check #	VENDOR	Amount
12/18/15	516	3M ELECTRONIC MONITORING	\$ 3,600.00
<b>ASSESSOR VALUATION</b>			
<b>O56</b>			
Date	Check #	VENDOR	Amount
12/18/2015	569	UNITED BANK	\$ 148.22
<b>FARMLAND PROTECTION BOARD</b>			
<b>O57</b>			
Date	Check #	VENDOR	Amount
12/18/2015	271	JEFFERSON CO FARMLAND PROT.	\$ 56,631.98
<b>TOTAL</b>			<b>\$ 60,380.20</b>

**Motion by Mr. Manuel to approve the Manual Checks for December 18, 2015 in the amount of \$60,380.20. Motion seconded and unanimously approved.**

**PUBLIC COMMENT:**

No public comment was provided during this meeting.

## PRESENTATIONS

1. Barbara Miller, Director, Jefferson County Homeland Security and Emergency Management – requested the appointments/reappointments of multiple members to the Jefferson County Homeland Security and Emergency Management Steering Committee, each for a two-year term.
  - **Motion by Ms. Noland to approve the appointments of the new members to include: Clair Brendel, American Red Cross; Michele Goldman, Eastern Panhandle Care Clinic, as well as the reappointments of John Sherwood, Jefferson County Chamber of Commerce; Sandy Green, WV Homeland Security Region 3 Area Liaison; Jeff Polczynski, Jefferson County Emergency Communications; Katherine Dunbar, Good Shepherd Interfaith Caregivers; Chuck Ellison, Frontier Communications; and Ed Smith representing Fire & Rescue. Motion seconded and unanimously approved.**
2. Interview and Appointment to the Jefferson County Development Authority Board of Directors – one unexpired term ending April 5, 2016.
  - **Motion by Ms. Noland to appoint Neil McLaughlin to the Jefferson County Development Authority Board of Directors for one unexpired term ending April 5, 2016. Motion seconded and unanimously approved.**
3. Roger Goodwin, Chief County Engineer
  - a. Requested the approval to allow Staff to call on any Letters of Credit that have not been renewed by Wednesday, January 6, 2016.
    - **Motion by Mr. Bell to authorize Engineering Staff to call any Letters of Credit that are due that have not been renewed by the close of business on Wednesday, January 6, 2016. Motions seconded and unanimously approved.**
  - b. Complete Construction Bond Release for Hartzell Gardens Subdivision.
    - **Motion by Mr. Bell to authorize a complete release of Letter of Credit #261 in the amount of \$57,310.00 construction bond amount for BCT/Hartzell Gardens, LLC – Hartzell Gardens Subdivision, Lots 1-9 (File#05-24). Motion seconded and unanimously approved.**
4. Jennifer Brockman, Director, Jefferson County Planning and Zoning
  - a. Requested reimbursement for copying costs which exceeded the estimated amount.

- **Motion by Mr. Bell to reimburse Robert Barrat in the amount of \$10.00 for excess copying costs. Motion seconded and unanimously approved.**
- b. Recommendation from the Planning Commission to the County Commission to amend various sections of the Zoning and Land Development Ordinance (File # ZTA 15-02) and the Subdivision and Land Development Regulations (File #STA15-04) regarding permitting Campgrounds in certain Rural and Commercial Zoning Districts.
- **Motion by Mr. Manuel to schedule a public hearing to receive input on the proposed redlined edits to the Jefferson County Zoning Ordinance (File #ZTA 15-02) and proposed redlined edits to the Jefferson County Subdivision Regulations (File #STA15-04) regarding permitting campgrounds in rural and commercial zoning districts at a date yet to be determined. Motion seconded and unanimously approved.**
5. The Commission recessed for break at 10:45 am  
The Commission reconvened at 11:00 am.
6. Pete Dougherty, Sheriff
- a. Transfer of Funds – Mr. Dougherty requested the transfer of \$25,500 in available funds from Salary and Wages (700-01-103) to Auto Supplies (700-03-343) to cover the price of a replacement vehicle.
- **Motion by Mr. Manuel to approve the transfer of funds a presented by the Sheriff. Motion seconded and unanimously approved.**
- b. Appointment of Special Deputy
- **Motion by Ms. Noland to appoint Mason Carter as a special deputy for limited purposes related to his job duties and as outlined in a separate memorandum of understanding. Motion seconded and unanimously approved.**
7. Bill Polk, Director of Maintenance – requested the approval of employment for two custodial/janitorial vacancies.
- **Motion by Mr. Manuel to approve the employment of Julia Lewis and Linda Nicodemus as custodial staff within the Maintenance Department at a Step A, Grade II. Motion seconded and unanimously approved.**
8. Nathan Cochran, Assistant Prosecuting Attorney – provided the Commission with a legal update on the following cases: 15-C-282, 15-AA-4, and 13-C-432.

- **Motion by Mr. Manuel to enter into Executive Session to discuss pending litigation pursuant to the authority in Peters v. Wood County Commission. Motion seconded and unanimously approved.**
- **Motion by Ms. Tabb to come out of Executive Session. Motion seconded and unanimously approved.**
- **Motion by Ms. Noland to direct counsel to proceed as directed during Executive Session. Motion seconded and unanimously approved.**

## UNFINISHED BUSINESS

9. Decision – Proposed redlined edits to the Jefferson County Subdivision Regulations (File #STA15-05).
  - **Motion by Mr. Manuel to approve the proposed redlined edits to the Jefferson County Subdivision Regulations as presented. Motion seconded and unanimously approved.**
10. Development of topics and list of invitees for meeting with the West Virginia Public Service Commission to discuss the Jefferson County Public Service District.
  - It was the consensus of the Commission to invite all local utility providers to the meeting with staff of the WVPSC, and to use the meeting as an informational session about the purpose, function, and authority of the WVPSC and how it relates to the Public Service District.
11. Request by the Jefferson Arts Council/City of Charles Town to use the Jefferson County Commission meeting room on Thursday, January 7, 2016 at 7:00 p.m. for a meeting with local artists.
  - **Motion by Ms. Noland to approve the use of the Jefferson County Commission meeting room by the Jefferson Arts Council/City of Charles Town on Thursday, January 7, 2016 at 7:00 pm. Motion seconded and unanimously approved.**
12. Request by Jefferson County Parks and Recreation/local Girl Scout troop to use the Jefferson County Commission meeting room on Saturday, December 19, 2015 at 4:30 pm as a meeting location prior to caroling in downtown Charles Town.
  - **Motion by Ms. Noland to approve the use of the Jefferson County Commission meeting room for JCPRC/local Girl Scouts on Saturday, December 19, 2015 at 4:30 pm. Motion seconded and unanimously approved.**

13. Request to use the Jefferson County Jail (in the Circuit Clerk's building) on December 21, 2015 for the launch and introduction of the 2016 Historic Preservation Calendar for the WV Division of Culture and History.

- **Motion by Ms. Noland to approve the use of the Jefferson County Jail on December 21, 2015 for the launch and introduction of the 2016 Historic Preservation Calendar for the WV Division of Culture and History. Motion seconded and unanimously approved.**

### **FINANCIAL DIRECTOR REPORTS**

- Discussion and Determination of FY17 Budget Instruction from Commission to Departments – it was the consensus of the Commission to once again request all department heads, elected officials, etc. to participate in the zero-based budget formula. The Commission also expressed interest in a staffing study for all departments and offices.
- Review of Budget to Actual as of November 30, 2015

### **COUNTY ADMINISTRATOR REPORTS**

- Reminder of Special Election Canvass – Friday, December 18, 2015 at 9:30 am – Jefferson County Courthouse, 100 E. Washington Street, Charles Town, WV – Ms. Grove reminded the Commission of the Canvass for the December 12, 2015 Special Election for the renewal of the excess levy. The Commission also tentatively decided to certify the election results during a special session on Monday, December 28, 2015 at 9:30 a.m.
- Personnel Issue – Executive Session
  - **Motion by Mr. Manuel to enter into Executive Session to discuss a personnel issue. Motion seconded and unanimously approved.**

### **COUNTY COMMISSION REPORTS**

Patsy Noland

- Attended a PSD meeting.
- Participated in a JCESA Ride-Along and visited with five fire companies.
- Attended the Jefferson County Employee Holiday Luncheon.
- Attended a Council on Aging luncheon.

Dale Manuel

- Marched in the Shepherdstown and Charles Town/Ranson Christmas parades.
- Attended a PSD meeting.

- Attended a Planning Commission meeting.
- Chaired a Day Report Center meeting.
- Shopped for toys for the Kiwanis' Santa's Toy Shop.
- Attended the Driswood Christmas Concert.
- Attended the Hour of Coding at Wildwood Elementary School.
- Attended the Levy vote tally at the Courthouse.
- Attended the Jefferson County Employee Holiday Luncheon.
- Attended a Jefferson Center meeting.
- Attended a Council on Aging meeting.
- Attended a Water Advisory Committee meeting.
- Attended a Wildwood Band Christmas Concert meeting.

Eric Bell

- Attended the Eastern Panhandle Business Association Luncheon.
- Attended Adult and Juvenile Drug Courts.
- Attended the Charles Town Middle School Chorus concert.
- Attended a Planning Commission meeting.
- Attended the Jefferson County Employee Holiday Luncheon.

Walt Pellish

- Spent the evening at the Courthouse to watch the returns on the vote for the renewal of the Excess Levy.
- Spent time with the staff of JCESA.
- Attended the Jefferson County Employee Holiday Luncheon.

Jane Tabb

- Attended a Farmland Protection Board Easement Committee meeting.
- Attended a PSD meeting.
- Attended a regular Farmland Protection Board meeting.
- Attended an AmeriCorps Send-Off celebration.
- Attended an ESA meeting.
- Attended the Jefferson County Employee Holiday Luncheon.

14. The meeting was adjourned at 12:58 pm on a motion by Mr. Bell. Motion was seconded and unanimously approved.

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JANE M. TABB, PRESIDENT

Respectfully submitted  
 Jessica D. Carroll  
 Administrative Assistant

SPECIAL SESSION:

State of West Virginia, County of Jefferson, to-wit:

At a Special Session of the Jefferson County Commission, continued and held at the Courthouse thereof on Friday, December 18, 2015, beginning at 9:30 a.m.

PRESENT: Jane Tabb, President  
Patsy Noland, Vice President  
Dale Manuel, Commissioner

STAFF: Jennifer Maghan, County Clerk  
Nikki Painter, Elections Officer  
Genevieve Hughes, Elections Clerk  
The Election Board  
Jessica Carroll, Recording Clerk

The County Commission of Jefferson County, sitting as a Board of Canvassers, met this 18<sup>th</sup> day of December, 2015 at 9:30 am for the purpose of canvassing ballots cast in the December 12, 2015 Special Election for the renewal of the Excess Levy.

Commissioner Tabb led Canvassers and staff in the Pledge of Allegiance.

The Board proceeded with the Canvass by reviewing each precinct one at a time, checking to make sure the counts were accurate. The Board also reviewed the provisional ballots from each precinct to determine if the ballot in question could or could not be accepted to be counted. By random drawing, Precinct 7 was counted by hand.

**Precinct 2**

Name on Ballot	Motion/Second	Accept	Reject	Reason Accepted or Rejected	Vote
Abram Garrett	Noland/Manuel		X	Not Registered	Carries
Carmine Guynn	Noland/Manuel		X	Not Registered	Carries

**Precinct 3**

Name on Ballot	Motion/Second	Accept	Reject	Reason Accepted or Rejected	Vote
Deane Kern	Noland/Manuel	X		Voting in new precinct	Carries
Adrienne Zavala	Noland/Manuel	X		Voting in new precinct	Carries

Cynthia Trainor	Noland/Tabb	X		Poll Worker	Carries
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**Precinct 4A**

Name on Ballot	Motion/Second	Accept	Reject	Reason Accepted or Rejected	Vote
Shirley Painter	Noland/Tabb	X		Poll Worker	Carries

**Precinct 7**

Name on Ballot	Motion/Second	Accept	Reject	Reason Accepted or Rejected	Vote
Charlotte Davis	Noland/Tabb	X		Poll Worker	Carries
Elizabeth Kerwin-Nisbet	Noland/Tabb		X	Voted in Wrong Precinct	Carries
Billy Cabell	Noland/Tabb		X	Canceled – Not Voting	Carries
Gregory Blevins	Noland/Tabb		X	Not Registered	Carries

**Precinct 12**

Name on Ballot	Motion/Second	Accept	Reject	Reason Accepted or Rejected	Vote
Janice Blackford	Noland/Tabb	X		Poll Worker	Carries
Peggy Nicodemus	Noland/Tabb	X		Poll Worker	Carries
Kathleen Mooney	Noland/Tabb	X		Poll Worker	Carries

**Precinct 13**

Name on Ballot	Motion/Second	Accept	Reject	Reason Accepted or Rejected	Vote
Betty Harder	Tabb/Noland	X		Registration is OK	Carries

**Precinct 14**

Name on Ballot	Motion/Second	Accept	Reject	Reason Accepted or Rejected	Vote
Patricia Humphreys	Noland/Tabb	X		Poll Worker	Carries

**Precinct 15**

Name on Ballot	Motion/Second	Accept	Reject	Reason Accepted or Rejected	Vote
Anne E. Dungan	Noland/Tabb	X		Poll Worker	Carries
Judy Carroll	Noland/Tabb	X		Poll Worker	Carries

**Precinct 16**

Name on Ballot	Motion/Second	Accept	Reject	Reason Accepted or Rejected	Vote
Deborah Gravatt	Tabb/Noland	X		Poll Worker	Carries

**Precinct 17**

Name on Ballot	Motion/Second	Accept	Reject	Reason Accepted or Rejected	Vote
Charles Hoffman	Noland/Tabb	X		Poll Worker	Carries
Bobbi Blok	Noland/Tabb	X		Poll Worker	Carries

**Precinct 19**

Name on Ballot	Motion/Second	Accept	Reject	Reason Accepted or Rejected	Vote
Arthur Compton	Noland/Tabb	X		Voting in New Precinct	Carries
Heather Weaver	Noland/Tabb	X		Voting in New Precinct	Carries
Matthew Weaver	Noland/Tabb	X		Voting in New Precinct	Carries

**Precinct 20**

Name on Ballot	Motion/Second	Accept	Reject	Reason Accepted or Rejected	Vote
Daniel Pumphrey	Noland/Tabb		X	Voted in Wrong Precinct	Carries
Francis Ney	Noland/Tabb	X		Voting in New Precinct	Carries

**Precinct 21A**

Name on Ballot	Motion/Second	Accept	Reject	Reason Accepted or Rejected	Vote
Emily Hayes	Tabb/Noland	X		Voting in New Precinct	Carries

**Precinct 22**

Name on Ballot	Motion/Second	Accept	Reject	Reason Accepted or Rejected	Vote
Randy Morgan	Tabb/Manuel	X		Voting in New Precinct	Carries
Mara Tarantino-Morgan	Tabb/Manuel	X		Voting in New Precinct	

**Precinct 23A**

Name on Ballot	Motion/Second	Accept	Reject	Reason Accepted or Rejected	Vote
Amy Keenan	Noland/Tabb		X	Voted in Wrong Precinct	Carries

**Precinct 23B**

Name on Ballot	Motion/Second	Accept	Reject	Reason Accepted or Rejected	Vote
Richard Marstiller	Tabb/Noland		X	Registered in Berkeley County	Carries

**Precinct 24**

Name on Ballot	Motion/Second	Accept	Reject	Reason Accepted or Rejected	Vote
Megan Hart	Noland/Tabb	X		Voting in New Precinct	Carries
Roger Prichard	Noland/Tabb	X		Voting in New Precinct	Carries

**Precinct 25B**

Name on Ballot	Motion/Second	Accept	Reject	Reason Accepted or Rejected	Vote
Nancy Jo Upwright	Tabb/Noland	X		Poll Worker	Carries

**Precinct 26**

Name on Ballot	Motion/Second	Accept	Reject	Reason Accepted or Rejected	Vote
Edwin Simpson	Tabb/Noland	X		Voted in New Precinct	Carries
John Sperry	Tabb/Noland	X		Voting in New Precinct	Carries
Jean Garretson	Noland/Manuel	X		Poll Worker	Carries
Winston Threadgill, Jr.	Tabb/Noland		X	Voted in Wrong Precinct	Carries
Kimberley Dunn	Noland/Tabb		X	Not Registered	Carries
David Barr, Jr.	Noland/Tabb		X	Not Registered	Carries

**Precinct 27**

Name on Ballot	Motion/Second	Accept	Reject	Reason Accepted or Rejected	Vote
Terry Roberts	Noland/Tabb	X		Poll Worker	Carries

**Precinct 28**

Name on Ballot	Motion/Second	Accept	Reject	Reason Accepted or Rejected	Vote
Warren Cogle	Tabb/Manuel	X		Voting in New Precinct	Carries
Natalie Hinkle	Tabb/Manuel	X		Voting in New Precinct	Carries
Leslie Newman	Noland/Tabb	X		Poll Worker	Carries
Regina Smith	Noland/Tabb	X		Poll Worker	Carries

**Precinct 29**

Name on Ballot	Motion/Second	Accept	Reject	Reason Accepted or Rejected	Vote
Michael McDonald	Tabb/Noland	X		Registration OK	Carries

**Precinct 31**

Name on Ballot	Motion/Second	Accept	Reject	Reason Accepted or Rejected	Vote
Holly French	Noland/Tabb	X		Voting in New Precinct	Carries
F.J. Hefestay, Jr.	Tabb/Noland	X		Poll Worker	Carries

**Precinct 33**

Name on Ballot	Motion/Second	Accept	Reject	Reason Accepted or Rejected	Vote
Bruce Kressin	Tabb/Noland	X		Poll Worker	Carries
Delores Allen	Tabb/Noland	X		Poll Worker	Carries
Jeff Chalfant	Noland/Tabb		X	Voted in Wrong Precinct	Carries
John Pullen	Noland/Tabb	X		Absentee – Received in Time	Carries

**Precinct 34**

Name on Ballot	Motion/Second	Accept	Reject	Reason Accepted or Rejected	Vote
Geoffrey Sanders	Noland/Tabb	X		Voting in New Precinct	Carries
Michael Cenate	Tabb/Manuel	X		Poll Worker	Carries
Tracey Cenate	Tabb/Manuel	X		Poll Worker	Carries

Precinct 35B

Name on Ballot	Motion/Second	Accept	Reject	Reason Accepted or Rejected	Vote
Gwendolynn Newhouse	Tabb/Manuel	X		Voting in New Precinct	Carries
Blair Shepard	Tabb/Manuel	X		Voting in New Precinct	Carries
Pedro Gonzalez	Tabb/Manuel	X		Poll Worker	Carries
Brian Wilson	Noland/Tabb		X	Registered in Berkeley County	Carries

After all provisional and absentee ballots were reviewed, the Commission added 45 ballots to the count.

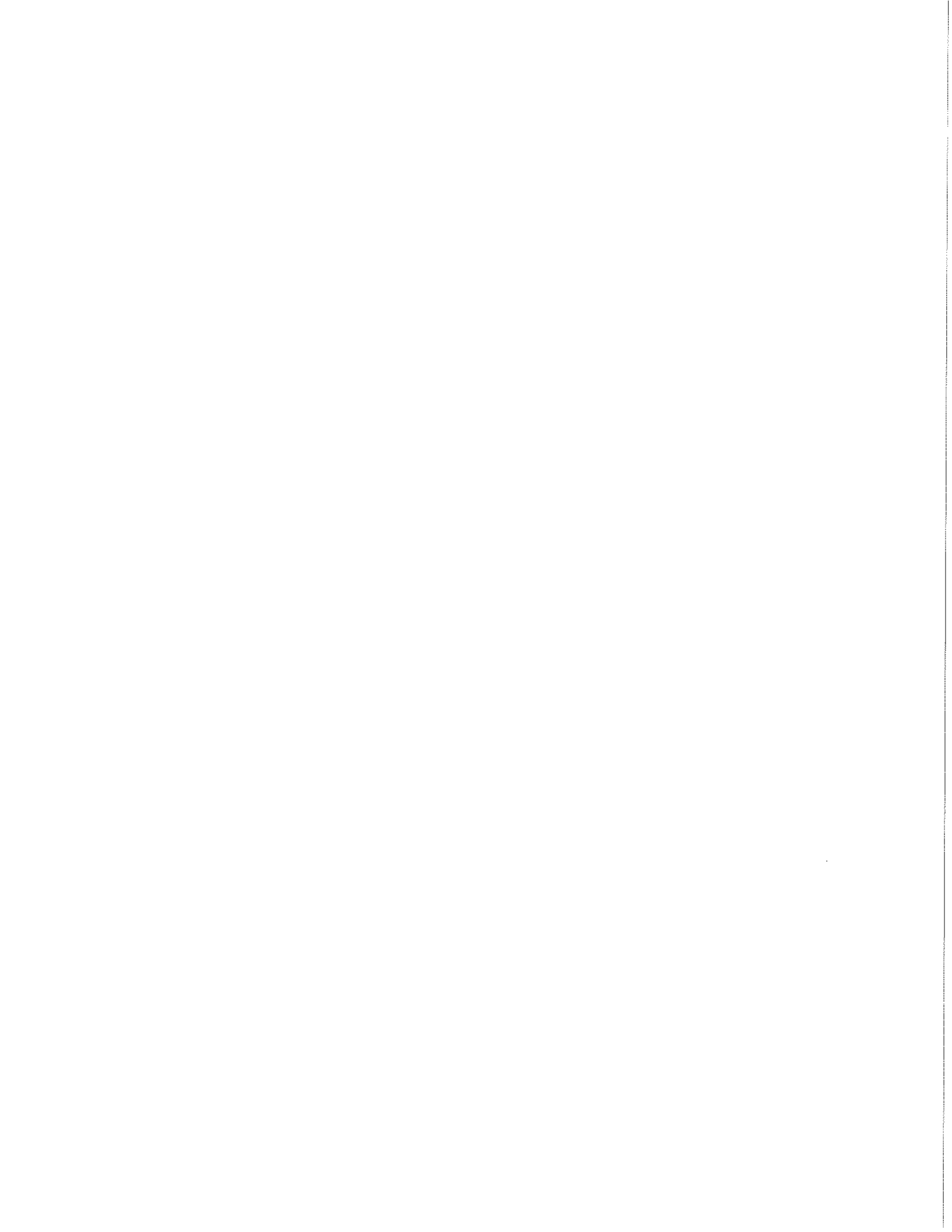
The hand count conducted for Precinct 7 was determined to be acceptable and did not affect the preliminary results of the Special Election. The Commission thanked the Elections Board for their hard work.

- **Motion by Ms. Noland to set the bond amount for the request of a recount at \$300.00. Motion seconded and unanimously approved.**

It was the consensus of the Commission to Certify the Results of the Election on Monday, December 28, 2015 at 9:30 a.m.

- **Motion by Mr. Manuel to adjourn and recess as a Board of Canvassers at 11:02 a.m. Motion seconded and unanimously approved.**

\_\_\_\_\_  
Jane M. Tabb, COMMISSION PRESIDENT



SPECIAL SESSION:

State of West Virginia, County of Jefferson, to-wit:

At a Special Session of the Jefferson County Commission, continued and held at the Courthouse thereof on Monday, December 28, 2015, beginning at 9:30 a.m.

PRESENT: Jane Tabb, President  
Patsy Noland, Vice President  
Dale Manuel, Commissioner  
Walt Pellish, Commissioner

STAFF: Nikki Painter, Elections Officer  
Jessica Carroll, Recording Clerk

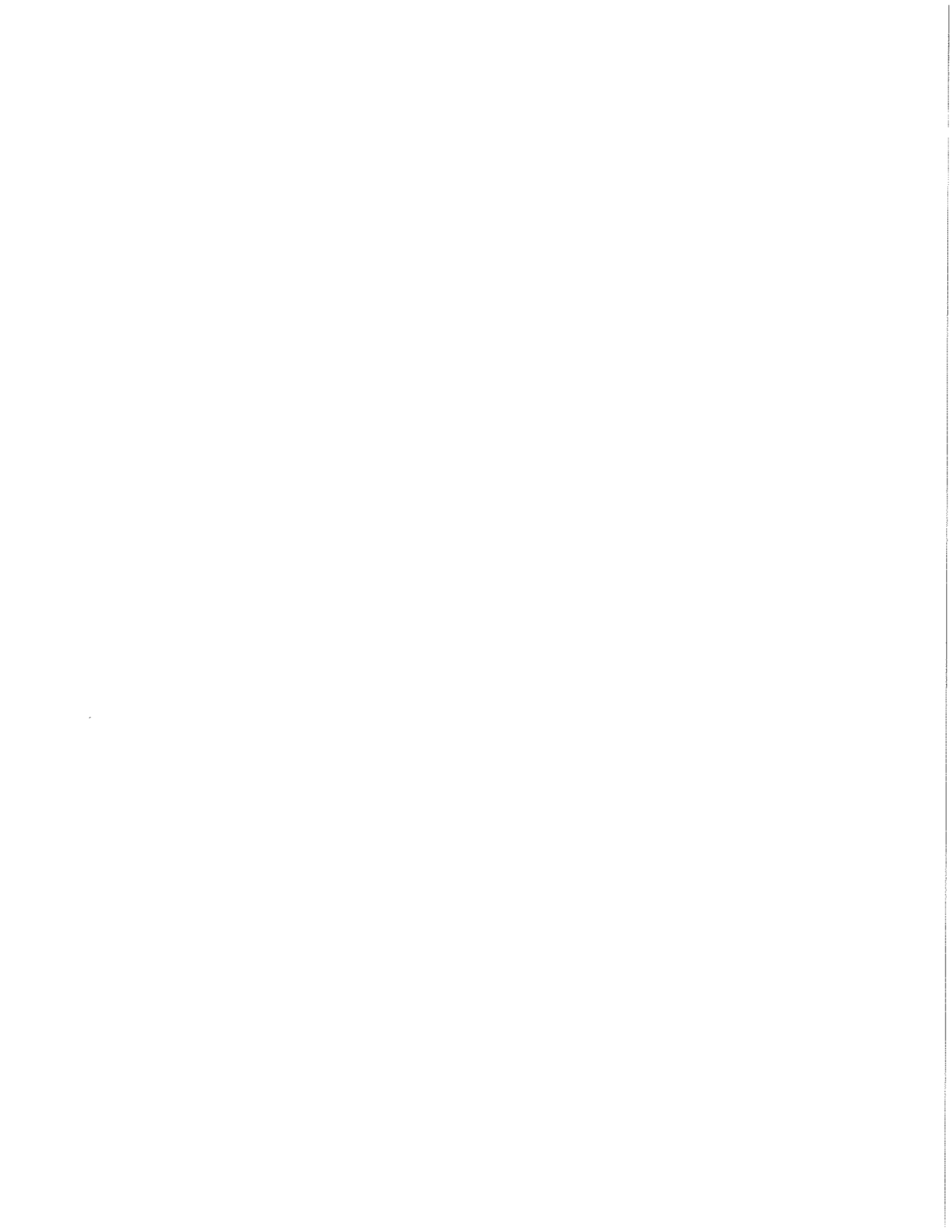
The County Commission of Jefferson County, sitting as a Board of Canvassers, met this 28<sup>th</sup> day of December, 2015 at 9:30 am for the purpose of certifying the results for the December 12, 2015 Special Election for the renewal of the Excess Levy.

The Board of Canvassers of the County of Jefferson, State of West Virginia, having carefully and impartially examined the returns of the Election held in said county in each district thereof, on the 12<sup>th</sup> day of December, 2015, do hereby certify that in said County for the issue of the Renewal of the Board of Education Excess Levy. For the issue received, four thousand five hundred and eighty-five votes. Against the issue received, one thousand two hundred and eighty-nine votes.

- **Motion by Ms. Noland to certify the results for the 2015 Special Election for the renewal of the Board of Education Excess Levy and to authorize the members of the Board of Canvassers to affix their signatures to the appropriate documents. Motion seconded and unanimously approved.**
- **Motion by Mr. Manuel to adjourn and recess as a Board of Canvassers at 9:34 a.m. Motion seconded and unanimously approved.**

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Jane M. Tabb, COMMISSION PRESIDENT



**ACCOUNTS PAYABLE  
DECEMBER 17, 2015**

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
075541	428	ACCURATE SYSTEMS INC		\$ -	\$ 4,200.00	\$ 4,200.00
075542	424	AT&T/IL		\$ -	\$ 6.49	\$ 6.49
075543	ALLOC	AHA/ART&HUMANITIES ALLNC		\$ -	\$ 1,187.69	\$ 1,187.69
075544	413	APPLE VALLEY OFF.PRODUCT		\$ -	\$ 139.01	\$ 139.01
075545	425	B-K OFFICE SUPPLY INC		\$ -	\$ 167.07	\$ 167.07
075545	425	B-K OFFICE SUPPLY INC		\$ -	\$ 1,278.50	\$ 1,278.50
075546	424	BOLAND SERVICES		\$ -	\$ 270.00	\$ 270.00
075546	425	BOLAND SERVICES		\$ -	\$ 3,785.65	\$ 3,785.65
075546	425	BOLAND SERVICES		\$ -	\$ 1,325.00	\$ 1,325.00
075547	PAYROLL	BUREAU F/CHILD SUPPORT		\$ -	\$ 49.85	\$ 49.85
075548	PAYROLL	BUREAU F/CHILD SPRT ENF		\$ -	\$ 212.31	\$ 212.31
075549	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 461.54	\$ 461.54
075550	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 119.54	\$ 119.54
075551	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 530.77	\$ 530.77
075552	PAYROLL	LARRY K COLLIER		\$ -	\$ 1,428.48	\$ 1,428.48
075553	717	CREAMERS WRECKER SVC		\$ -	\$ 85.00	\$ 85.00
075554	425	DAYCON		\$ -	\$ 980.80	\$ 980.80
075555	424	J.C.EHRLICH		\$ -	\$ 30.00	\$ 30.00
075555	425	J.C.EHRLICH		\$ -	\$ 603.00	\$ 603.00
075556	401	FEDEX		\$ -	\$ 140.82	\$ 140.82
075556	405	FEDEX		\$ -	\$ 74.20	\$ 74.20
075556	700	FEDEX		\$ -	\$ 24.40	\$ 24.40
075557	415	GENERAL COUNTY FUND-J FE		\$ -	\$ 15,215.75	\$ 15,215.75
075558	405	CHARLES B HOWARD		\$ -	\$ 335.75	\$ 335.75
075559	413	GENEVIEVE HUGHES		\$ -	\$ 26.62	\$ 26.62
075560	PAYROLL	VOYA FINANCIAL		\$ -	\$ 3,035.00	\$ 3,035.00
075561	ALLOC	JEFFERSON COUNTY HISTORI		\$ -	\$ 1,758.67	\$ 1,758.67
075562	402	JEFFERSON PUBLISH CO INC		\$ -	\$ 33.74	\$ 33.74
075562	424	JEFFERSON PUBLISH CO INC		\$ -	\$ 82.80	\$ 82.80
075563	424	THE JOURNAL		\$ -	\$ 339.66	\$ 339.66
075564	GRANT	JEFFERSON DAY REPORT CNT		\$ -	\$ 40,792.98	\$ 40,792.98
075565	712	ROBERT E. JONES III		\$ -	\$ 1,000.00	\$ 1,000.00
075566	PAYROLL	JEFFERSON SECURITY BANK		\$ -	\$ 5,510.00	\$ 5,510.00
075567	717	J & K PRECISION AUTO CAR		\$ -	\$ 64.95	\$ 64.95
075568	712	LANGUAGE LINE SERVICES		\$ -	\$ 56.35	\$ 56.35
075569	406	MONROE SYS FOR BUSINESS		\$ -	\$ 193.24	\$ 193.24
075570	GRANT	MINGHINI'S		\$ -	\$ 62,201.91	\$ 62,201.91
075571	711	BARBARA J. MILLER		\$ -	\$ 51.00	\$ 51.00
075572	717	MILLER'S CHRYSLER JEEP		\$ -	\$ 114.00	\$ 114.00
075573	716	MATILDA BAY FARM		\$ -	\$ 2,500.00	\$ 2,500.00
075574	PAYROLL	JASON MICKEY		\$ -	\$ 323.03	\$ 323.03
075575	425	MID ATLANTIC ENTRY MD,LL		\$ -	\$ 325.00	\$ 325.00
075576	PAYROLL	HELEN M. MORRIS, TRUSTEE		\$ -	\$ 150.00	\$ 150.00
075577	PAYROLL	NATIONWIDE RETIREMENT		\$ -	\$ 749.00	\$ 749.00
075578	413	KAREN OLDEN		\$ -	\$ 11.50	\$ 11.50

**ACCOUNTS PAYABLE  
DECEMBER 17, 2015**

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
075579	ALLOC	JEFF CO PARKS &		\$ -	\$ 26,745.81	\$ 26,745.81
075580	425	POTOMAC EDISON/OH		\$ -	\$ 57.09	\$ 57.09
075581	717	RICE TIRES CO		\$ -	\$ 413.12	\$ 413.12
075582	402	SOFTWARE SYSTEMS, INC		\$ -	\$ 27.00	\$ 27.00
075582	404	SOFTWARE SYSTEMS, INC		\$ -	\$ 2,586.31	\$ 2,586.31
075582	406	SOFTWARE SYSTEMS, INC		\$ -	\$ 58.00	\$ 58.00
075582	428	SOFTWARE SYSTEMS, INC		\$ -	\$ 392.00	\$ 392.00
075583	704	WV REGIONAL JAIL &		\$ -	\$ 103,737.50	\$ 103,737.50
075584	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 45,470.76	\$ 45,470.76
075584	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 1.82	\$ 1.82
075584	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 7.76	\$ 7.76
075584	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 10,634.52	\$ 10,634.52
075584	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 5.11	\$ 5.11
075584	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 42,854.74	\$ 42,854.74
075586	401	A TOUCH OF CLASS		\$ -	\$ 320.00	\$ 320.00
075586	401	BAUDVILLE INC		\$ -	\$ 125.85	\$ 125.85
075586	401	MARTINS		\$ -	\$ 28.01	\$ 28.01
075586	401	PANERA BREAD		\$ -	\$ 69.07	\$ 69.07
075586	402	AMERICAN PAYROLL ASSOC		\$ -	\$ 219.00	\$ 219.00
075586	402	EZ NETTOOLS		\$ -	\$ 34.95	\$ 34.95
075586	403	ENVELOPE SUPERSTORE		\$ -	\$ 828.62	\$ 828.62
075586	403	KEURIG		\$ -	\$ 259.30	\$ 259.30
075586	403	SHOPLET		\$ -	\$ 35.66	\$ 35.66
075586	403	STAPLES		\$ -	\$ 11.49	\$ 11.49
075586	405	EXPEDIA		\$ -	\$ 8.00	\$ 8.00
075586	405	NATIONAL DISTRICT ATTORN		\$ -	\$ 175.00	\$ 175.00
075586	412	COMCAST		\$ -	\$ 103.63	\$ 103.63
075586	412	STAPLES		\$ -	\$ 96.92	\$ 96.92
075586	413	INTAB LLC		\$ -	\$ 285.85	\$ 285.85
075586	415	FRONTIER		\$ -	\$ 84.27	\$ 84.27
075586	424	FRONTIER		\$ -	\$ 10,469.49	\$ 10,469.49
075586	424	NEOPOST MID ATLANTIC		\$ -	\$ 11,220.00	\$ 11,220.00
075586	425	AERIAL EQUIPMANT		\$ -	\$ 345.29	\$ 345.29
075586	425	COMCAST		\$ -	\$ 615.18	\$ 615.18
075586	425	GRAINGER		\$ -	\$ 198.48	\$ 198.48
075586	425	JEFFERSON UTILITIES, INC		\$ -	\$ 559.76	\$ 559.76
075586	425	RAG LADY		\$ -	\$ 145.00	\$ 145.00
075586	425	REESES LANDSCAPE NURSERY		\$ -	\$ 129.98	\$ 129.98
075586	425	SHENANDOAH SPRING WATER		\$ -	\$ 745.50	\$ 745.50
075586	425	THE HOME DEPOT		\$ -	\$ 266.46	\$ 266.46
075586	425	UNITED RENTALS		\$ -	\$ 473.90	\$ 473.90
075586	425	84 LUMBER		\$ -	\$ 219.71	\$ 219.71
075586	428	BATTERY MART		\$ -	\$ 62.80	\$ 62.80
075586	428	SERVER SUPPLY		\$ -	\$ 1,620.00	\$ 1,620.00
075586	428	SYX - TIGER DIRECT, INC.		\$ -	\$ 527.29	\$ 527.29

**ACCOUNTS PAYABLE  
DECEMBER 17, 2015**

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
075586	428	SYX - TIGER DIRECT, INC.		\$ -	\$ 708.45	\$ 708.45
075586	433	AMAZON		\$ -	\$ 42.18	\$ 42.18
075586	433	HOLIDAY INN		\$ -	\$ 107.00	\$ 107.00
075586	439	SPRINT		\$ -	\$ 56.38	\$ 56.38
075586	439	WAL-MART		\$ -	\$ 5.96	\$ 5.96
075586	700	APPLEBEES		\$ -	\$ 44.14	\$ 44.14
075586	700	ARBYS		\$ -	\$ 21.99	\$ 21.99
075586	700	BARRE ARMY NAVY STORE		\$ -	\$ 85.00	\$ 85.00
075586	700	DJ'S 50 AND 60'S DINER		\$ -	\$ 13.73	\$ 13.73
075586	700	FAIRFIELD INN & SUITES		\$ -	\$ 178.00	\$ 178.00
075586	700	LESS AUTO & TRUCK REP		\$ -	\$ 600.00	\$ 600.00
075586	700	PETCO		\$ -	\$ 102.70	\$ 102.70
075586	700	RIVER CITY FARM & PET SU		\$ -	\$ 66.51	\$ 66.51
075586	700	STAPLES		\$ -	\$ 329.12	\$ 329.12
075586	700	TEXAS ROADHOUSE		\$ -	\$ 45.27	\$ 45.27
075586	700	THE LOCKER ROOM		\$ -	\$ 270.00	\$ 270.00
075586	700	WAL-MART		\$ -	\$ 324.64	\$ 324.64
075586	711	ASFPM		\$ -	\$ 140.00	\$ 140.00
075586	711	GRAINGER		\$ -	\$ 86.36	\$ 86.36
075586	711	HOLIDAY INN		\$ -	\$ 224.12	\$ 224.12
075586	711	INTERNATIONAL ASSOC		\$ -	\$ 99.00	\$ 99.00
075586	711	KEEPER		\$ -	\$ 29.99	\$ 29.99
075586	711	OFFICE MAX		\$ -	\$ 48.95	\$ 48.95
075586	711	340 CAR WASH		\$ -	\$ 10.00	\$ 10.00
075586	712	FRONTIER		\$ -	\$ 55.00	\$ 55.00
075586	712	STAPLES		\$ -	\$ 60.20	\$ 60.20
075586	712	TELTRONIC		\$ -	\$ 1,580.00	\$ 1,580.00
075586	712	THE HOME DEPOT		\$ -	\$ 9.86	\$ 9.86
075586	712	WAL-MART		\$ -	\$ 17.85	\$ 17.85
075586	716	AMAZON		\$ -	\$ 901.73	\$ 901.73
075586	716	GREENLAWN MEMORIAL PARK		\$ -	\$ 435.00	\$ 435.00
075586	716	PANHANDLE PRINTING AND D		\$ -	\$ 138.60	\$ 138.60
075586	716	STAPLES		\$ -	\$ 325.83	\$ 325.83
075586	716	WAL-MART		\$ -	\$ 151.12	\$ 151.12
075586	717	HAGERSTOWN FORD		\$ -	\$ 429.95	\$ 429.95
075586	717	THE HOME DEPOT		\$ -	\$ 43.18	\$ 43.18
075586	717	WVSP TRAFFICE RECORDS		\$ -	\$ 165.00	\$ 165.00
075587	425	VALLEY HARDWARE COMPANY		\$ -	\$ 51.83	\$ 51.83
075588	ALLOC	JEFFERSON CO CONVENTION		\$ -	\$ 29,692.17	\$ 29,692.17
075589	403	VITAL SIGNS		\$ -	\$ 275.00	\$ 275.00
075590	711	BRANDON VALLEE		\$ -	\$ 51.00	\$ 51.00
075591	413	LOCKE WYSONG		\$ -	\$ 13.80	\$ 13.80
075592	700	WILLIAM WALTERS		\$ -	\$ 55.77	\$ 55.77
075593	439	XEROX CORPORATION		\$ -	\$ 523.52	\$ 523.52
075594	413	BETHEL METHODIST CHURCH		\$ -	\$ 100.00	\$ 100.00

**ACCOUNTS PAYABLE  
DECEMBER 17, 2015**

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
075595	413	CAMP HILL WESLEY UNITED		\$ -	\$ 150.00	\$ 150.00
075596	413	CHARLES TOWN BAPTIST		\$ -	\$ 100.00	\$ 100.00
075597	413	FIRST BAPTIST CHURCH		\$ -	\$ 100.00	\$ 100.00
075598	413	KABLETOWN METHODIST CHRC		\$ -	\$ 150.00	\$ 150.00
075599	413	LEETOWN METHODIST CHURCH		\$ -	\$ 100.00	\$ 100.00
075600	413	JEAN L ROBERTS		\$ -	\$ 10.35	\$ 10.35
075601	413	TARA M.MORGAN		\$ -	\$ 12.65	\$ 12.65
075602	413	JAMES EDDY		\$ -	\$ 18.40	\$ 18.40
075603	413	BLUE RIDGE MTN VOL FIRE		\$ -	\$ 100.00	\$ 100.00
075604	413	NORA DRISH		\$ -	\$ 25.88	\$ 25.88
075605	413	CHERYL HUFF		\$ -	\$ 14.38	\$ 14.38
075606	413	OAKLAND METHODIST CHURCH		\$ -	\$ 100.00	\$ 100.00
075607	413	MARY R. RING		\$ -	\$ 24.15	\$ 24.15
075608	413	CONNOR NEWLON		\$ -	\$ 6.90	\$ 6.90
075609	413	JEFFERSON COUNTY COUNCIL		\$ -	\$ 100.00	\$ 100.00
075610	413	VIVIAN HENRY		\$ -	\$ 8.63	\$ 8.63
075611	413	JEFFERSON ACADEMY		\$ -	\$ 200.00	\$ 200.00
075612	413	GARY HENRY		\$ -	\$ 5.75	\$ 5.75
075613	413	CATHRYN JACKSON		\$ -	\$ 50.00	\$ 50.00
075614	413	STEVEN CROWE		\$ -	\$ 18.40	\$ 18.40
075615	413	ANITA FLESHMAN		\$ -	\$ 19.55	\$ 19.55
075616	413	ROBERT GRAF SR.		\$ -	\$ 31.05	\$ 31.05
075617	413	ELIZABETH COYLE		\$ -	\$ 24.73	\$ 24.73
075618	413	PAMELA CARROLL		\$ -	\$ 18.98	\$ 18.98
075619	413	MELINDA MAYE		\$ -	\$ 21.28	\$ 21.28
075620	413	JACQUELINE C. SHADLE		\$ -	\$ 16.68	\$ 16.68
075621	413	MARTY FREEMAN		\$ -	\$ 5.75	\$ 5.75
075622	413	DEVON ENGLE		\$ -	\$ 17.25	\$ 17.25
075623	413	TRINITY EPISCOPAL CHURCH		\$ -	\$ 100.00	\$ 100.00
075624	413	NANCY SCHAFFER		\$ -	\$ 50.00	\$ 50.00
075625	413	JENNIFER SCHULTZ		\$ -	\$ 27.60	\$ 27.60
075626	413	JENNIFER COGLE		\$ -	\$ 10.93	\$ 10.93
075627	413	ST JAMES LUTHERAN CHURCH		\$ -	\$ 100.00	\$ 100.00
075628	413	FELLOWSHIP BIBLE CHURCH		\$ -	\$ 200.00	\$ 200.00
075629	413	SUMMIT PT BAPTIST CHURCH		\$ -	\$ 100.00	\$ 100.00
075630	413	AMY SILVER		\$ -	\$ 23.00	\$ 23.00
075631	413	LORRAINE GOFF		\$ -	\$ 50.00	\$ 50.00
075632	413	SHARON HALL		\$ -	\$ 5.75	\$ 5.75
075633	413	JOHN LINDBERG		\$ -	\$ 50.00	\$ 50.00
075634	413	JOHN SHOEDEL		\$ -	\$ 4.60	\$ 4.60
075635	413	CATHERINE DINGES		\$ -	\$ 50.00	\$ 50.00
075636	413	TERESA PANGLE		\$ -	\$ 21.28	\$ 21.28
075637	413	OTIS MORGAN		\$ -	\$ 30.48	\$ 30.48
075638	413	JAYME METZGAR		\$ -	\$ 18.40	\$ 18.40
075639	413	AMY RINGER FLINT		\$ -	\$ 5.75	\$ 5.75

**ACCOUNTS PAYABLE  
DECEMBER 17, 2015**

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
075640	413	CONNOR HOWARD		\$ -	\$ 100.00	\$ 100.00
075641	413	KEEGAN MAHONY		\$ -	\$ 100.00	\$ 100.00
075642	413	VELMA GREENE		\$ -	\$ 50.00	\$ 50.00
075643	413	ANDREA COMPTON		\$ -	\$ 50.00	\$ 50.00
075644	413	CROSSROADS CHURCH		\$ -	\$ 200.00	\$ 200.00
<b>TOTAL</b>						<b>\$ 456,761.52</b>
<b>TOTAL</b>					<b>\$ 456,761.52</b>	

**DEPT TOTALS  
DECEMBER 17, 2015**

<b>DEPT</b>	<b>NAME</b>	<b>DEPT AMTS</b>
401/COM	CO. COMMISSION	\$ 683.75
402/CCLK	CO. CLERK	\$ 314.69
403/CIR CLK	CIRCUIT CLERK	\$ 1,410.07
404/TAX	TAX OFFICE	\$ 2,586.31
405/PA	PROS ATTY	\$ 592.95
406/ASSR	ASSESSORS	\$ 251.24
408/GOV	ST.COMPNET CHG BO GOV UNIT	
412/AG	AG AGT	\$ 200.55
413/ELE	ELECTION	\$ 3,375.33
415/MAG CT	MAGISTRATE COURT	\$ 84.27
415/	GENERAL SCHOOL/CO TRANSFER	\$ 15,215.75
424/CTHS	COURT HOUSE	\$ 22,418.44
425/OB	OTHER BUILDING	\$ 12,273.20
428/DATAP	DATA PROCESSING	\$ 7,510.54
433/GIS	GIS/ADDRESSING	\$ 149.18
439/PZ	PLANNING ZONING	\$ 585.86
440/ENG.	DEPT OF ENGINEERING	
451/ZONING	ZONING DEPT	
700/SHRF	SHERIFF DEPT	\$ 2,161.27
701/SHRF	SHERIFF DEPT	
704/WV JAIL	ST/WV REGIONAL JAIL	\$ 103,737.50
711/OES	EMERG SVC	\$ 740.42
712/911	911 COMMUNICATION	\$ 2,779.26
716/A/C	ANIMAL CONTROL	\$ 4,452.28
717/GARAGE	CENTRAL GARAGE	\$ 1,315.20
900/PARK-REC	PARKS & REC	
ALLOC	ALLOCATIONS	\$ 59,384.34
GRANTS	GRANTS	\$ 102,994.89
PAYROLL	PAYROLL	\$ 111,544.23
<b>TOTALS</b>		<b>\$ 456,761.52</b>

**CHECK REGISTER**  
**DECEMBER 17, 2015**

<b>UTILITIES</b>						
	425	POTOMAC EDISON/OH		\$ -	\$ 57.09	\$ 57.09

<b>MONTHLY BILLING</b>						
	402	SOFTWARE SYSTEMS, INC		\$ -	\$ 27.00	\$ 27.00
	404	SOFTWARE SYSTEMS, INC		\$ -	\$ 2,586.31	\$ 2,586.31
	406	SOFTWARE SYSTEMS, INC		\$ -	\$ 58.00	\$ 58.00
	413	APPLE VALLEY OFF.PRODUCT		\$ -	\$ 139.01	\$ 139.01
	415	GENERAL COUNTY FUND-J FE		\$ -	\$ 15,215.75	\$ 15,215.75
	424	AT&T/IL		\$ -	\$ 6.49	\$ 6.49
	424	BOLAND SERVICES		\$ -	\$ 270.00	\$ 270.00
	424	J.C.EHRLICH		\$ -	\$ 30.00	\$ 30.00
	425	BOLAND SERVICES		\$ -	\$ 1,325.00	\$ 1,325.00
	425	J.C.EHRLICH		\$ -	\$ 603.00	\$ 603.00
	428	SOFTWARE SYSTEMS, INC		\$ -	\$ 392.00	\$ 392.00
	439	XEROX CORPORATION		\$ -	\$ 523.52	\$ 523.52
	704	WV REGIONAL JAIL &		\$ -	\$ 103,737.50	\$ 103,737.50
	712	ROBERT E. JONES III		\$ -	\$ 1,000.00	\$ 1,000.00
<b>TOTAL</b>						<b>\$ 125,913.58</b>

<b>INVOICES APPROVED BY DEPTS</b>						
	428	ACCURATE SYSTEMS INC		\$ -	\$ 4,200.00	\$ 4,200.00
	425	B-K OFFICE SUPPLY INC		\$ -	\$ 167.07	\$ 167.07
	425	B-K OFFICE SUPPLY INC		\$ -	\$ 1,278.50	\$ 1,278.50
	425	BOLAND SERVICES		\$ -	\$ 3,785.65	\$ 3,785.65
	717	CREAMERS WRECKER SVC		\$ -	\$ 85.00	\$ 85.00
	425	DAYCON		\$ -	\$ 980.80	\$ 980.80
	401	FEDEX		\$ -	\$ 140.82	\$ 140.82
	405	FEDEX		\$ -	\$ 74.20	\$ 74.20
	700	FEDEX		\$ -	\$ 24.40	\$ 24.40
	717	J & K PRECISION AUTO CAR		\$ -	\$ 64.95	\$ 64.95
	402	JEFFERSON PUBLISH CO INC		\$ -	\$ 33.74	\$ 33.74
	424	JEFFERSON PUBLISH CO INC		\$ -	\$ 82.80	\$ 82.80
	712	LANGUAGE LINE SERVICES		\$ -	\$ 56.35	\$ 56.35
	716	MATILDA BAY FARM		\$ -	\$ 2,500.00	\$ 2,500.00
	425	MID ATLANTIC ENTRY MD,LL		\$ -	\$ 325.00	\$ 325.00
	717	MILLER'S CHRYSLER JEEP		\$ -	\$ 114.00	\$ 114.00
	425	VALLEY HARDWARE COMPANY		\$ -	\$ 51.83	\$ 51.83
	403	VITAL SIGNS		\$ -	\$ 275.00	\$ 275.00
	406	MONROE SYS FOR BUSINESS		\$ -	\$ 193.24	\$ 193.24
	717	RICE TIRES CO		\$ -	\$ 413.12	\$ 413.12
	424	THE JOURNAL		\$ -	\$ 339.66	\$ 339.66
<b>TOTAL</b>						<b>\$ 15,186.13</b>

**CHECK REGISTER**  
**DECEMBER 17, 2015**

<b>REIMB/PER DIEM</b>						
	405	CHARLES B HOWARD		\$ -	\$ 335.75	\$ 335.75
	700	WILLIAM WALTERS		\$ -	\$ 55.77	\$ 55.77
	711	BARBARA J. MILLER		\$ -	\$ 51.00	\$ 51.00
	711	BRANDON VALLEE		\$ -	\$ 51.00	\$ 51.00
<b>TOTAL</b>						<b>\$ 493.52</b>

<b>GRANTS</b>						
	GRANT	JEFFERSON DAY REPORT CNT		\$ -	\$ 40,792.98	\$ 40,792.98
	GRANT	MINGHINI'S		\$ -	\$ 62,201.91	\$ 62,201.91
<b>TOTAL</b>						<b>\$ 102,994.89</b>

<b>ALLOCATIONS</b>						
	ALLOC	AHA/ART&HUMANITIES ALLNC		\$ -	\$ 1,187.69	\$ 1,187.69
	ALLOC	JEFFERSON COUNTY HISTORI		\$ -	\$ 1,758.67	\$ 1,758.67
	ALLOC	JEFF CO PARKS &		\$ -	\$ 26,745.81	\$ 26,745.81
	ALLOC	JEFFERSON CO CONVENTION		\$ -	\$ 29,692.17	\$ 29,692.17
<b>TOTAL</b>						<b>\$ 59,384.34</b>

<b>PAYROLL</b>						
	PAYROLL	BUREAU F/CHILD SUPPORT		\$ -	\$ 49.85	\$ 49.85
	PAYROLL	BUREAU F/CHILD SPRT ENF		\$ -	\$ 212.31	\$ 212.31
	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 461.54	\$ 461.54
	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 119.54	\$ 119.54
	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 530.77	\$ 530.77
	PAYROLL	LARRY K COLLIER		\$ -	\$ 1,428.48	\$ 1,428.48
	PAYROLL	VOYA FINANCIAL		\$ -	\$ 3,035.00	\$ 3,035.00
	PAYROLL	JEFFERSON SECURITY BANK		\$ -	\$ 5,510.00	\$ 5,510.00
	PAYROLL	JASON MICKEY		\$ -	\$ 323.03	\$ 323.03
	PAYROLL	HELEN M. MORRIS, TRUSTEE		\$ -	\$ 150.00	\$ 150.00
	PAYROLL	NATIONWIDE RETIREMENT		\$ -	\$ 749.00	\$ 749.00
	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 45,470.76	\$ 45,470.76
	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 1.82	\$ 1.82
	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 7.76	\$ 7.76
	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 10,634.52	\$ 10,634.52
	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 5.11	\$ 5.11
	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 42,854.74	\$ 42,854.74
<b>TOTAL</b>						<b>\$ 111,544.23</b>

<b>UNITED BANK</b>						
	401	A TOUCH OF CLASS		\$ -	\$ 320.00	\$ 320.00
	401	BAUDVILLE INC		\$ -	\$ 125.85	\$ 125.85
	401	MARTINS		\$ -	\$ 28.01	\$ 28.01
	401	PANERA BREAD		\$ -	\$ 69.07	\$ 69.07

**CHECK REGISTER**  
**DECEMBER 17, 2015**

402	AMERICAN PAYROLL ASSOC	\$ -	\$ 219.00	\$ 219.00
402	EZ NETTOOLS	\$ -	\$ 34.95	\$ 34.95
403	ENVELOPE SUPERSTORE	\$ -	\$ 828.62	\$ 828.62
403	KEURIG	\$ -	\$ 259.30	\$ 259.30
403	SHOPLET	\$ -	\$ 35.66	\$ 35.66
403	STAPLES	\$ -	\$ 11.49	\$ 11.49
405	EXPEDIA	\$ -	\$ 8.00	\$ 8.00
405	NATIONAL DISTRICT ATTORN	\$ -	\$ 175.00	\$ 175.00
412	COMCAST	\$ -	\$ 103.63	\$ 103.63
412	STAPLES	\$ -	\$ 96.92	\$ 96.92
413	INTAB LLC	\$ -	\$ 285.85	\$ 285.85
415	FRONTIER	\$ -	\$ 84.27	\$ 84.27
424	FRONTIER	\$ -	\$ 10,469.49	\$ 10,469.49
424	NEOPOST MID ATLANTIC	\$ -	\$ 11,220.00	\$ 11,220.00
425	AERIAL EQUIPMANT	\$ -	\$ 345.29	\$ 345.29
425	COMCAST	\$ -	\$ 615.18	\$ 615.18
425	GRAINGER	\$ -	\$ 198.48	\$ 198.48
425	JEFFERSON UTILITIES, INC	\$ -	\$ 559.76	\$ 559.76
425	RAG LADY	\$ -	\$ 145.00	\$ 145.00
425	REESES LANDSCAPE NURSERY	\$ -	\$ 129.98	\$ 129.98
425	SHENANDOAH SPRING WATER	\$ -	\$ 745.50	\$ 745.50
425	THE HOME DEPOT	\$ -	\$ 266.46	\$ 266.46
425	UNITED RENTALS	\$ -	\$ 473.90	\$ 473.90
425	84 LUMBER	\$ -	\$ 219.71	\$ 219.71
428	BATTERY MART	\$ -	\$ 62.80	\$ 62.80
428	SERVER SUPPLY	\$ -	\$ 1,620.00	\$ 1,620.00
428	SYX - TIGER DIRECT, INC.	\$ -	\$ 527.29	\$ 527.29
428	SYX - TIGER DIRECT, INC.	\$ -	\$ 708.45	\$ 708.45
433	AMAZON	\$ -	\$ 42.18	\$ 42.18
433	HOLIDAY INN	\$ -	\$ 107.00	\$ 107.00
439	SPRINT	\$ -	\$ 56.38	\$ 56.38
439	WAL-MART	\$ -	\$ 5.96	\$ 5.96
700	APPLEBEES	\$ -	\$ 44.14	\$ 44.14
700	ARBYS	\$ -	\$ 21.99	\$ 21.99
700	BARRE ARMY NAVY STORE	\$ -	\$ 85.00	\$ 85.00
700	DJ'S 50 AND 60'S DINER	\$ -	\$ 13.73	\$ 13.73
700	FAIRFIELD INN & SUITES	\$ -	\$ 178.00	\$ 178.00
700	LESS AUTO & TRUCK REP	\$ -	\$ 600.00	\$ 600.00
700	PETCO	\$ -	\$ 102.70	\$ 102.70
700	RIVER CITY FARM & PET SU	\$ -	\$ 66.51	\$ 66.51
700	STAPLES	\$ -	\$ 329.12	\$ 329.12
700	TEXAS ROADHOUSE	\$ -	\$ 45.27	\$ 45.27
700	THE LOCKER ROOM	\$ -	\$ 270.00	\$ 270.00
700	WAL-MART	\$ -	\$ 324.64	\$ 324.64
711	ASFPM	\$ -	\$ 140.00	\$ 140.00
711	GRAINGER	\$ -	\$ 86.36	\$ 86.36
711	HOLIDAY INN	\$ -	\$ 224.12	\$ 224.12
711	INTERNATIONAL ASSOC	\$ -	\$ 99.00	\$ 99.00
711	KEEPER	\$ -	\$ 29.99	\$ 29.99

**CHECK REGISTER  
DECEMBER 17, 2015**

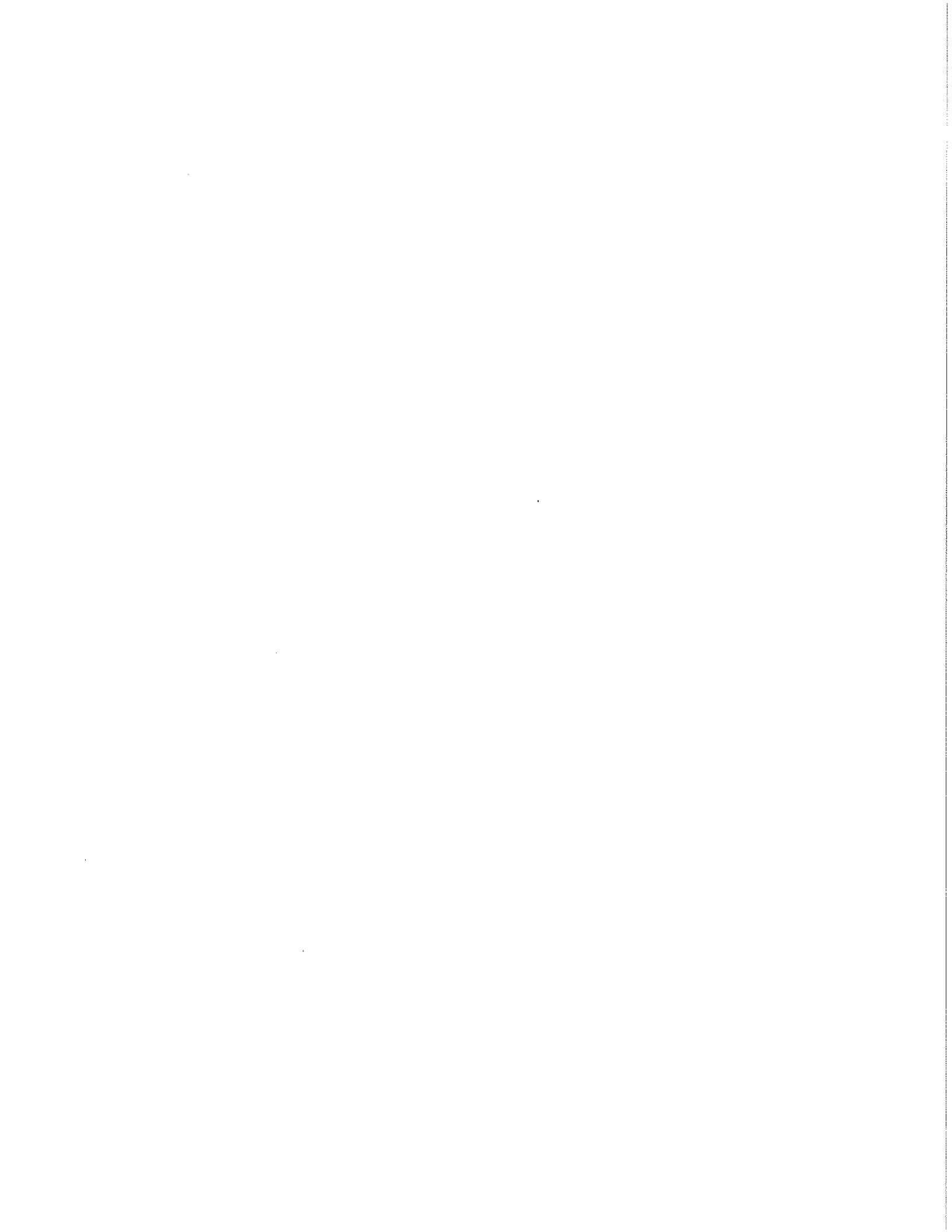
	711	OFFICE MAX		\$ -	\$ 48.95	\$ 48.95
	711	340 CAR WASH		\$ -	\$ 10.00	\$ 10.00
	712	FRONTIER		\$ -	\$ 55.00	\$ 55.00
	712	STAPLES		\$ -	\$ 60.20	\$ 60.20
	712	TELTRONIC		\$ -	\$ 1,580.00	\$ 1,580.00
	712	THE HOME DEPOT		\$ -	\$ 9.86	\$ 9.86
	712	WAL-MART		\$ -	\$ 17.85	\$ 17.85
	716	AMAZON		\$ -	\$ 901.73	\$ 901.73
	716	GREENLAWN MEMORIAL PARK		\$ -	\$ 435.00	\$ 435.00
	716	PANHANDLE PRINTING AND D		\$ -	\$ 138.60	\$ 138.60
	716	STAPLES		\$ -	\$ 325.83	\$ 325.83
	716	WAL-MART		\$ -	\$ 151.12	\$ 151.12
	717	HAGERSTOWN FORD		\$ -	\$ 429.95	\$ 429.95
	717	THE HOME DEPOT		\$ -	\$ 43.18	\$ 43.18
	717	WVSP TRAFFICE RECORDS		\$ -	\$ 165.00	\$ 165.00
<b>TOTAL</b>						<b>\$ 38,237.27</b>

<b>ELECTION</b>						
	413	AMY RINGER FLINT		\$ -	\$ 5.75	\$ 5.75
	413	AMY SILVER		\$ -	\$ 23.00	\$ 23.00
	413	ANDREA COMPTON		\$ -	\$ 50.00	\$ 50.00
	413	ANITA FLESHMAN		\$ -	\$ 19.55	\$ 19.55
	413	BETHEL METHODIST CHURCH		\$ -	\$ 100.00	\$ 100.00
	413	BLUE RIDGE MTN VOL FIRE		\$ -	\$ 100.00	\$ 100.00
	413	CAMP HILL WESLEY UNITED		\$ -	\$ 150.00	\$ 150.00
	413	CATHERINE DINGES		\$ -	\$ 50.00	\$ 50.00
	413	CATHRYN JACKSON		\$ -	\$ 50.00	\$ 50.00
	413	CHARLES TOWN BAPTIST		\$ -	\$ 100.00	\$ 100.00
	413	CHERYL HUFF		\$ -	\$ 14.38	\$ 14.38
	413	CONNOR HOWARD		\$ -	\$ 100.00	\$ 100.00
	413	CONNOR NEWLON		\$ -	\$ 6.90	\$ 6.90
	413	CROSSROADS CHURCH		\$ -	\$ 200.00	\$ 200.00
	413	DEVON ENGLE		\$ -	\$ 17.25	\$ 17.25
	413	ELIZABETH COYLE		\$ -	\$ 24.73	\$ 24.73
	413	FELLOWSHIP BIBLE CHURCH		\$ -	\$ 200.00	\$ 200.00
	413	FIRST BAPTIST CHURCH		\$ -	\$ 100.00	\$ 100.00
	413	GARY HENRY		\$ -	\$ 5.75	\$ 5.75
	413	GENEVIEVE HUGHES		\$ -	\$ 26.62	\$ 26.62
	413	JACQUELINE C. SHADLE		\$ -	\$ 16.68	\$ 16.68
	413	JAMES EDDY		\$ -	\$ 18.40	\$ 18.40
	413	JAYME METZGAR		\$ -	\$ 18.40	\$ 18.40
	413	JEAN L ROBERTS		\$ -	\$ 10.35	\$ 10.35
	413	JEFFERSON ACADEMY		\$ -	\$ 200.00	\$ 200.00
	413	JEFFERSON COUNTY COUNCIL		\$ -	\$ 100.00	\$ 100.00
	413	JENNIFER COGLE		\$ -	\$ 10.93	\$ 10.93
	413	JENNIFER SCHULTZ		\$ -	\$ 27.60	\$ 27.60
	413	JOHN LINDBERG		\$ -	\$ 50.00	\$ 50.00
	413	JOHN SHOEDEL		\$ -	\$ 4.60	\$ 4.60

**CHECK REGISTER  
DECEMBER 17, 2015**

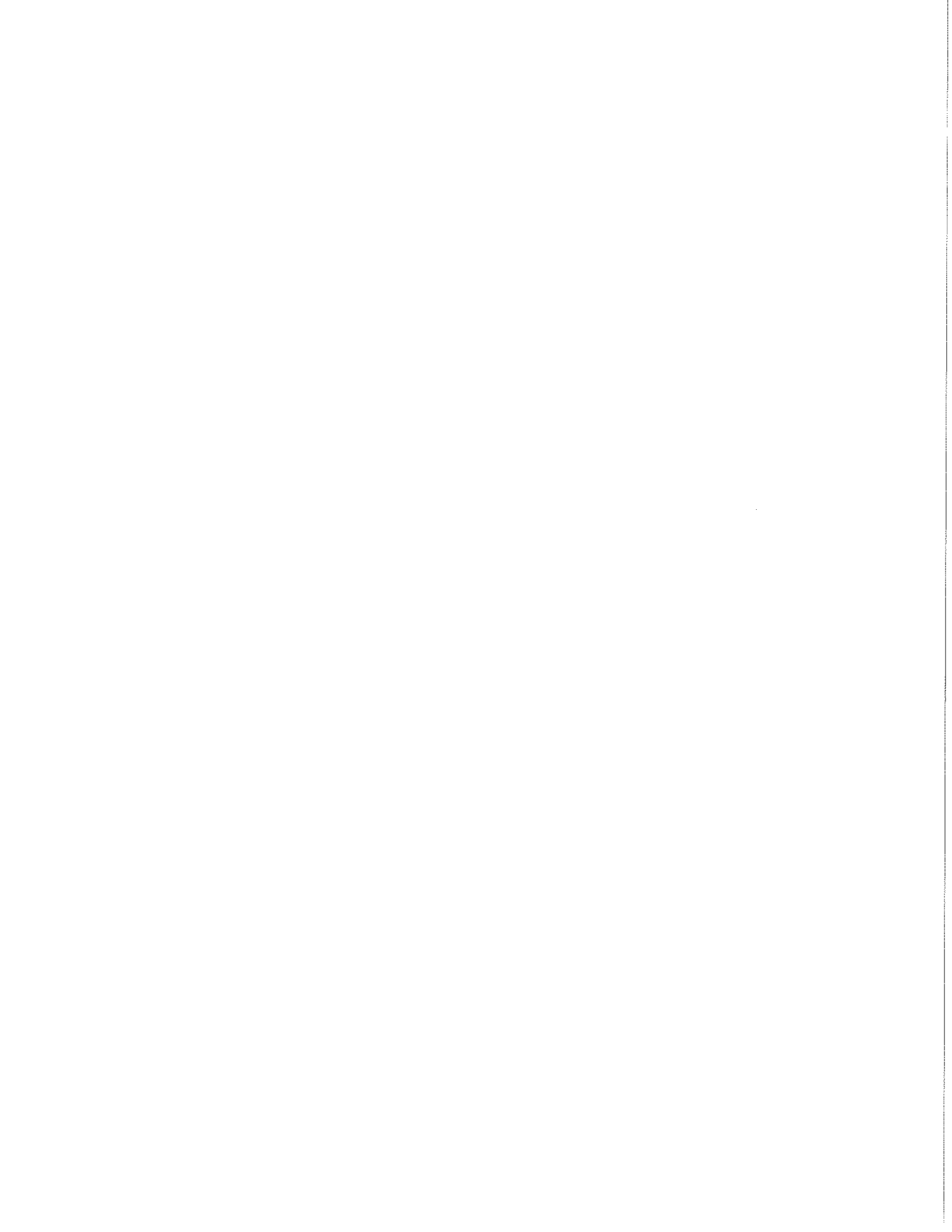
	413	KABLETOWN METHODIST CHRC		\$ -	\$ 150.00	\$ 150.00
	413	KAREN OLDEN		\$ -	\$ 11.50	\$ 11.50
	413	KEEGAN MAHONY		\$ -	\$ 100.00	\$ 100.00
	413	LEETOWN METHODIST CHURCH		\$ -	\$ 100.00	\$ 100.00
	413	LOCKE WYSONG		\$ -	\$ 13.80	\$ 13.80
	413	LORRAINE GOFF		\$ -	\$ 50.00	\$ 50.00
	413	MARTY FREEMAN		\$ -	\$ 5.75	\$ 5.75
	413	MARY R. RING		\$ -	\$ 24.15	\$ 24.15
	413	MELINDA MAYE		\$ -	\$ 21.28	\$ 21.28
	413	NANCY SCHAFFER		\$ -	\$ 50.00	\$ 50.00
	413	NORA DRISH		\$ -	\$ 25.88	\$ 25.88
	413	OAKLAND METHODIST CHURCH		\$ -	\$ 100.00	\$ 100.00
	413	OTIS MORGAN		\$ -	\$ 30.48	\$ 30.48
	413	PAMELA CARROLL		\$ -	\$ 18.98	\$ 18.98
	413	ROBERT GRAF SR.		\$ -	\$ 31.05	\$ 31.05
	413	SHARON HALL		\$ -	\$ 5.75	\$ 5.75
	413	ST JAMES LUTHERAN CHURCH		\$ -	\$ 100.00	\$ 100.00
	413	STEVEN CROWE		\$ -	\$ 18.40	\$ 18.40
	413	SUMMIT PT BAPTIST CHURCH		\$ -	\$ 100.00	\$ 100.00
	413	TARA M.MORGAN		\$ -	\$ 12.65	\$ 12.65
	413	TERESA PANGLE		\$ -	\$ 21.28	\$ 21.28
	413	TRINITY EPISCOPAL CHURCH		\$ -	\$ 100.00	\$ 100.00
	413	VELMA GREENE		\$ -	\$ 50.00	\$ 50.00
	413	VIVIAN HENRY		\$ -	\$ 8.63	\$ 8.63
<b>TOTAL</b>						<b>\$ 2,950.47</b>

<b>UTILITIES</b>	<b>\$ 57.09</b>
<b>MONTHLY BILLING</b>	<b>\$ 125,913.58</b>
<b>INVOICES APPROVED BY DEPT</b>	<b>\$ 15,186.13</b>
<b>REIMB/PER DIEM</b>	<b>\$ 493.52</b>
<b>GRANT</b>	<b>\$ 102,994.89</b>
<b>ALLOCATION</b>	<b>\$ 59,384.34</b>
<b>PAYROLL</b>	<b>\$ 111,544.23</b>
<b>UNITED BANK</b>	<b>\$ 38,237.27</b>
<b>ELECTION</b>	<b>\$ 2,950.47</b>
<b>TOTALS</b>	<b>\$ 456,761.52</b>



**DEC 23, 3015**  
**CHECK REGISTER**

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
075646	PAYROLL	ALEXANDRA BEAULIEU		0	\$ 317.86	\$ 317.86
075647	412	MICHAEL HARMAN		0	\$ 673.33	\$ 673.33
075648	PAYROLL	MAZZITTI & SULLIVAN EAP		0	\$ 936.00	\$ 936.00
075649	412	SHAY MCNEIL		0	\$ 346.82	\$ 346.82
075650	717	S & S MOTOR PARTS		0	\$ 1,408.19	\$ 1,408.19
075651	700	WVCORP		0	\$ 5,000.00	\$ 5,000.00
075652	PAYROLL	WVCORP		0	\$ 39,608.50	\$ 39,608.50
<b>TOTAL</b>						<b>\$ 48,290.70</b>
<b>TOTAL</b>					<b>\$ 48,290.70</b>	



**CHECK REGISTER**  
**DECEMBER 30, 2015**

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
075655	PAYROLL	AMERICAN FAMILY LIFE ICU		\$ -	\$ 5,805.72	\$ 5,805.72
075656	406	BERKELEY PRINTING/DESIGN		\$ -	\$ 1,674.60	\$ 1,674.60
075657	ALLOC	BOLIVAR/HARPERS FERRY		\$ -	\$ 15,625.00	\$ 15,625.00
075658	451	ROBERT E. BARRATT		\$ -	\$ 10.00	\$ 10.00
075659	425	B-K OFFICE SUPPLY INC		\$ -	\$ 240.00	\$ 240.00
075660	PAYROLL	BUREAU F/CHILD SUPPORT		\$ -	\$ 49.85	\$ 49.85
075661	PAYROLL	BUREAU F/CHILD SPVRT ENF		\$ -	\$ 212.31	\$ 212.31
075662	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 461.54	\$ 461.54
075663	401	201 N. GEORGE ST LLC		\$ -	\$ 9,638.92	\$ 9,638.92
075664	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 119.54	\$ 119.54
075665	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 530.77	\$ 530.77
075666	712	FRONTIER WV, INC		\$ -	\$ 380.00	\$ 380.00
075667	425	CITY OF CHARLES TOWN		\$ -	\$ 20.00	\$ 20.00
075668	425	OLD CHARLES TOWN LIBRARY		\$ -	\$ 1,500.00	\$ 1,500.00
075668	ALLOC	OLD CHARLES TOWN LIBRARY		\$ -	\$ 15,625.00	\$ 15,625.00
075669	PAYROLL	COLONIAL LIFE		\$ -	\$ 578.13	\$ 578.13
075670	ALLOC	EASTERN PANHANDLE TRANSI		\$ -	\$ 2,568.75	\$ 2,568.75
075671	405	EMBASSY SUITES		\$ -	\$ 1,224.00	\$ 1,224.00
075672	717	GUTTMAN OIL CO		\$ -	\$ 11,863.53	\$ 11,863.53
075673	401	RICOH USA, INC		\$ -	\$ 29.06	\$ 29.06
075673	403	RICOH USA, INC		\$ -	\$ 58.14	\$ 58.14
075673	404	RICOH USA, INC		\$ -	\$ 29.07	\$ 29.07
075673	405	RICOH USA, INC		\$ -	\$ 87.21	\$ 87.21
075673	406	RICOH USA, INC		\$ -	\$ 29.07	\$ 29.07
075673	425	RICOH USA, INC		\$ -	\$ 29.07	\$ 29.07
075673	433	RICOH USA, INC		\$ -	\$ 29.07	\$ 29.07
075673	440	RICOH USA, INC		\$ -	\$ 29.07	\$ 29.07
075673	700	RICOH USA, INC		\$ -	\$ 58.14	\$ 58.14
075673	712	RICOH USA, INC		\$ -	\$ 29.07	\$ 29.07
075674	PAYROLL	VOYA FINANCIAL		\$ -	\$ 3,035.00	\$ 3,035.00
075675	401	INSIGHT A/V SERVICES		\$ -	\$ 298.30	\$ 298.30
075676	ALLOC	JEFF CO DEVELOPMENT AUTH		\$ -	\$ 29,500.00	\$ 29,500.00
075677	ALLOC	JEFFERSON CO EMERGENCY		\$ -	\$ 361,890.50	\$ 361,890.50
075678	401	JEFFERSON PUBLISH CO INC		\$ -	\$ 137.30	\$ 137.30
075678	402	JEFFERSON PUBLISH CO INC		\$ -	\$ 199.38	\$ 199.38
075678	404	JEFFERSON PUBLISH CO INC		\$ -	\$ 914.06	\$ 914.06
075678	413	JEFFERSON PUBLISH CO INC		\$ -	\$ 122.64	\$ 122.64
075679	ALLOC	JEFFERSON DAY REPORT CNT		\$ -	\$ 25,000.00	\$ 25,000.00
075680	403	THE JEFFERSON CENTER		\$ -	\$ 100.00	\$ 100.00
075681	PAYROLL	JEFFERSON SECURITY BANK		\$ -	\$ 5,510.00	\$ 5,510.00
075682	712	PRIORITY DISPATCH		\$ -	\$ 5,250.00	\$ 5,250.00
075683	425	V.E. MAUCK PLUMBING SPPL		\$ -	\$ 53.50	\$ 53.50
075684	PAYROLL	HELEN M. MORRIS, TRUSTEE		\$ -	\$ 150.00	\$ 150.00
075685	PAYROLL	MILLENIUM INSURANCE GROU		\$ -	\$ 600.00	\$ 600.00
075686	PAYROLL	NATIONWIDE RETIREMENT		\$ -	\$ 749.00	\$ 749.00

**CHECK REGISTER**  
**DECEMBER 30, 2015**

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
075687	ALLOC	JEFF CO PARKS &		\$ -	\$ 62,277.75	\$ 62,277.75
075688	406	PIFER OFFICE SUPPLY, INC		\$ -	\$ 42.16	\$ 42.16
075689	401	RICOH USA, INC./GA		\$ -	\$ 252.73	\$ 252.73
075689	403	RICOH USA, INC./GA		\$ -	\$ 287.58	\$ 287.58
075689	404	RICOH USA, INC./GA		\$ -	\$ 123.90	\$ 123.90
075689	405	RICOH USA, INC./GA		\$ -	\$ 423.90	\$ 423.90
075689	406	RICOH USA, INC./GA		\$ -	\$ 123.90	\$ 123.90
075689	425	RICOH USA, INC./GA		\$ -	\$ 48.10	\$ 48.10
075689	433	RICOH USA, INC./GA		\$ -	\$ 197.41	\$ 197.41
075689	440	RICOH USA, INC./GA		\$ -	\$ 197.41	\$ 197.41
075689	700	RICOH USA, INC./GA		\$ -	\$ 295.90	\$ 295.90
075689	712	RICOH USA, INC./GA		\$ -	\$ 267.08	\$ 267.08
075690	413	SHEPHERDSTOWN CHRONICLE		\$ -	\$ 87.29	\$ 87.29
075691	ALLOC	SHEPHERDSTOWN PUB LIBRAR		\$ -	\$ 15,625.00	\$ 15,625.00
075692	428	SOFTWARE SYSTEMS, INC		\$ -	\$ 2,130.70	\$ 2,130.70
075693	ALLOC	SOUTH JEFFERSON PUBLIC		\$ -	\$ 15,625.00	\$ 15,625.00
075694	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 45,446.44	\$ 45,446.44
075694	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 10,628.58	\$ 10,628.58
075694	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 44,013.99	\$ 44,013.99
075695	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 2.78	\$ 2.78
075695	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 48,064.08	\$ 48,064.08
075695	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 424.17	\$ 424.17
075695	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 4,072.47	\$ 4,072.47
075696	PAYROLL	WV DEPUTY SHRF RETIREMEN		\$ -	\$ 23,733.67	\$ 23,733.67
075696	PAYROLL	WV DEPUTY SHRF RETIREMEN		\$ -	\$ 16,811.31	\$ 16,811.31
075697	712	SEN COMMUNICATIONS		\$ -	\$ 601.80	\$ 601.80
075698	405	THOMSON REUTER - WEST		\$ -	\$ 1,805.75	\$ 1,805.75
075699	PAYROLL	WV PUB EMP RETIRE SYS		\$ -	\$ 109,942.38	\$ 109,942.38
075699	PAYROLL	WV PUB EMP RETIRE SYS		\$ -	\$ 36,647.48	\$ 36,647.48
075699	PAYROLL	WV PUB EMP RETIRE SYS		\$ -	\$ 3.06	\$ 3.06
075699	PAYROLL	WV PUB EMP RETIRE SYS		\$ -	\$ 9.19	\$ 9.19
075700	ALLOC	WVU		\$ -	\$ 3,700.00	\$ 3,700.00
075701	PAYROLL	WV PUB EMP RETIRE SYS		\$ -	\$ 2,137.32	\$ 2,137.32
075701	PAYROLL	WV PUB EMP RETIRE SYS		\$ -	\$ 4,808.93	\$ 4,808.93
075702	402	XEROX BUSINESS SRVCS LLC		\$ -	\$ 400.00	\$ 400.00
<b>TOTAL</b>						<b>\$ 953,303.52</b>
<b>TOTAL</b>					<b>\$ 953,303.52</b>	

**DEPT TOTALS  
DECEMBER 30, 2015**

<b>DEPT</b>	<b>NAME</b>	<b>DEPT AMTS</b>
401/COM	CO. COMMISSION	\$ 10,356.31
402/CCLK	CO. CLERK	\$ 599.38
403/CIR CLK	CIRCUIT CLERK	\$ 445.72
404/TAX	TAX OFFICE	\$ 1,067.03
405/PA	PROS ATTY	\$ 3,540.86
406/ASSR	ASSESSORS	\$ 1,869.73
408/GOV	ST.COMPNET CHG BO GOV UNIT	
412/AG	AG AGT	
413/ELE	ELECTION	\$ 209.93
415/MAG CT	MAGISTRATE COURT	
415/	GENERAL SCHOOL/CO TRANSFER	
424/CTHS	COURT HOUSE	
425/OB	OTHER BUILDING	\$ 1,890.67
428/DATAP	DATA PROCESSING	\$ 2,130.70
433/GIS	GIS/ADDRESSING	\$ 226.48
439/PZ	PLANNING ZONING	
440/ENG.	DEPT OF ENGINEERING	\$ 226.48
451/ZONING	ZONING DEPT	\$ 10.00
700/SHRF	SHERIFF DEPT	\$ 354.04
701/SHRF	SHERIFF DEPT	
704/WV JAIL	ST/WV REGIONAL JAIL	
711/OES	EMERG SVC	
712/911	911 COMMUNICATION	\$ 6,527.95
716/A/C	ANIMAL CONTROL	
717/GARAGE	CENTRAL GARAGE	\$ 11,863.53
900/PARK-REC	PARKS & REC	
ALLOC	ALLOCATIONS	\$ 547,437.00
GRANTS	GRANTS	
PAYROLL	PAYROLL	\$ 364,547.71
<b>TOTALS</b>		<b>\$ 953,303.52</b>

**ACCOUNTS PAYABLE  
DECEMBER 30, 2015**

<b>MONTHLY BILLING</b>						
	401	201 N. GEORGE ST LLC		\$ -	\$ 9,638.92	\$ 9,638.92
	712	FRONTIER WV, INC		\$ -	\$ 380.00	\$ 380.00
	717	GUTTMAN OIL CO		\$ -	\$ 11,863.53	\$ 11,863.53
	425	OLD CHARLES TOWN LIBRARY		\$ -	\$ 1,500.00	\$ 1,500.00
	401	RICOH USA, INC		\$ -	\$ 29.06	\$ 29.06
	403	RICOH USA, INC		\$ -	\$ 58.14	\$ 58.14
	404	RICOH USA, INC		\$ -	\$ 29.07	\$ 29.07
	405	RICOH USA, INC		\$ -	\$ 87.21	\$ 87.21
	406	RICOH USA, INC		\$ -	\$ 29.07	\$ 29.07
	425	RICOH USA, INC		\$ -	\$ 29.07	\$ 29.07
	433	RICOH USA, INC		\$ -	\$ 29.07	\$ 29.07
	440	RICOH USA, INC		\$ -	\$ 29.07	\$ 29.07
	700	RICOH USA, INC		\$ -	\$ 58.14	\$ 58.14
	712	RICOH USA, INC		\$ -	\$ 29.07	\$ 29.07
	401	RICOH USA, INC./GA		\$ -	\$ 252.73	\$ 252.73
	403	RICOH USA, INC./GA		\$ -	\$ 287.58	\$ 287.58
	404	RICOH USA, INC./GA		\$ -	\$ 123.90	\$ 123.90
	405	RICOH USA, INC./GA		\$ -	\$ 423.90	\$ 423.90
	406	RICOH USA, INC./GA		\$ -	\$ 123.90	\$ 123.90
	425	RICOH USA, INC./GA		\$ -	\$ 48.10	\$ 48.10
	433	RICOH USA, INC./GA		\$ -	\$ 197.41	\$ 197.41
	440	RICOH USA, INC./GA		\$ -	\$ 197.41	\$ 197.41
	700	RICOH USA, INC./GA		\$ -	\$ 295.90	\$ 295.90
	712	RICOH USA, INC./GA		\$ -	\$ 267.08	\$ 267.08
<b>TOTAL</b>						<b>\$ 26,007.33</b>

<b>INVOICES APPROVED BY DEPTS</b>						
	401	INSIGHT A/V SERVICES		\$ -	\$ 298.30	\$ 298.30
	401	JEFFERSON PUBLISH CO INC		\$ -	\$ 137.30	\$ 137.30
	402	JEFFERSON PUBLISH CO INC		\$ -	\$ 199.38	\$ 199.38
	402	XEROX BUSINESS SRVCS LLC		\$ -	\$ 400.00	\$ 400.00
	403	THE JEFFERSON CENTER		\$ -	\$ 100.00	\$ 100.00
	404	JEFFERSON PUBLISH CO INC		\$ -	\$ 914.06	\$ 914.06
	405	EMBASSY SUITES		\$ -	\$ 1,224.00	\$ 1,224.00
	405	THOMSON REUTER - WEST		\$ -	\$ 1,805.75	\$ 1,805.75
	406	BERKELEY PRINTING/DESIGN		\$ -	\$ 1,674.60	\$ 1,674.60
	406	PIFER OFFICE SUPPLY, INC		\$ -	\$ 42.16	\$ 42.16
	413	JEFFERSON PUBLISH CO INC		\$ -	\$ 122.64	\$ 122.64
	413	SHEPHERDSTOWN CHRONICLE		\$ -	\$ 87.29	\$ 87.29
	425	B-K OFFICE SUPPLY INC		\$ -	\$ 240.00	\$ 240.00
	425	CITY OF CHARLES TOWN		\$ -	\$ 20.00	\$ 20.00
	425	V.E. MAUCK PLUMBING SPPL		\$ -	\$ 53.50	\$ 53.50
	428	SOFTWARE SYSTEMS, INC		\$ -	\$ 2,130.70	\$ 2,130.70
	451	ROBERT E. BARRATT		\$ -	\$ 10.00	\$ 10.00
	712	PRIORITY DISPATCH		\$ -	\$ 5,250.00	\$ 5,250.00
	712	SEN COMMUNICATIONS		\$ -	\$ 601.80	\$ 601.80
<b>TOTAL</b>						<b>\$ 15,311.48</b>

**ACCOUNTS PAYABLE  
DECEMBER 30, 2015**

<b>PAYROLL</b>						
	PAYROLL	AMERICAN FAMILY LIFE ICU		\$ -	\$ 5,805.72	\$ 5,805.72
	PAYROLL	BUREAU F/CHILD SUPPORT		\$ -	\$ 49.85	\$ 49.85
	PAYROLL	BUREAU F/CHILD SPRT ENF		\$ -	\$ 212.31	\$ 212.31
	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 461.54	\$ 461.54
	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 119.54	\$ 119.54
	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 530.77	\$ 530.77
	PAYROLL	COLONIAL LIFE		\$ -	\$ 578.13	\$ 578.13
	PAYROLL	VOYA FINANCIAL		\$ -	\$ 3,035.00	\$ 3,035.00
	PAYROLL	JEFFERSON SECURITY BANK		\$ -	\$ 5,510.00	\$ 5,510.00
	PAYROLL	HELEN M. MORRIS, TRUSTEE		\$ -	\$ 150.00	\$ 150.00
	PAYROLL	MILLENIUM INSURANCE GROU		\$ -	\$ 600.00	\$ 600.00
	PAYROLL	NATIONWIDE RETIREMENT		\$ -	\$ 749.00	\$ 749.00
	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 45,446.44	\$ 45,446.44
	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 10,628.58	\$ 10,628.58
	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 44,013.99	\$ 44,013.99
	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 2.78	\$ 2.78
	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 48,064.08	\$ 48,064.08
	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 424.17	\$ 424.17
	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 4,072.47	\$ 4,072.47
	PAYROLL	WV DEPUTY SHRF RETIREMEN		\$ -	\$ 23,733.67	\$ 23,733.67
	PAYROLL	WV DEPUTY SHRF RETIREMEN		\$ -	\$ 16,811.31	\$ 16,811.31
	PAYROLL	WV PUB EMP RETIRE SYS		\$ -	\$ 109,942.38	\$ 109,942.38
	PAYROLL	WV PUB EMP RETIRE SYS		\$ -	\$ 36,647.48	\$ 36,647.48
	PAYROLL	WV PUB EMP RETIRE SYS		\$ -	\$ 3.06	\$ 3.06
	PAYROLL	WV PUB EMP RETIRE SYS		\$ -	\$ 9.19	\$ 9.19
	PAYROLL	WV PUB EMP RETIRE SYS		\$ -	\$ 2,137.32	\$ 2,137.32
	PAYROLL	WV PUB EMP RETIRE SYS		\$ -	\$ 4,808.93	\$ 4,808.93
<b>TOTAL</b>						<b>\$ 364,547.71</b>

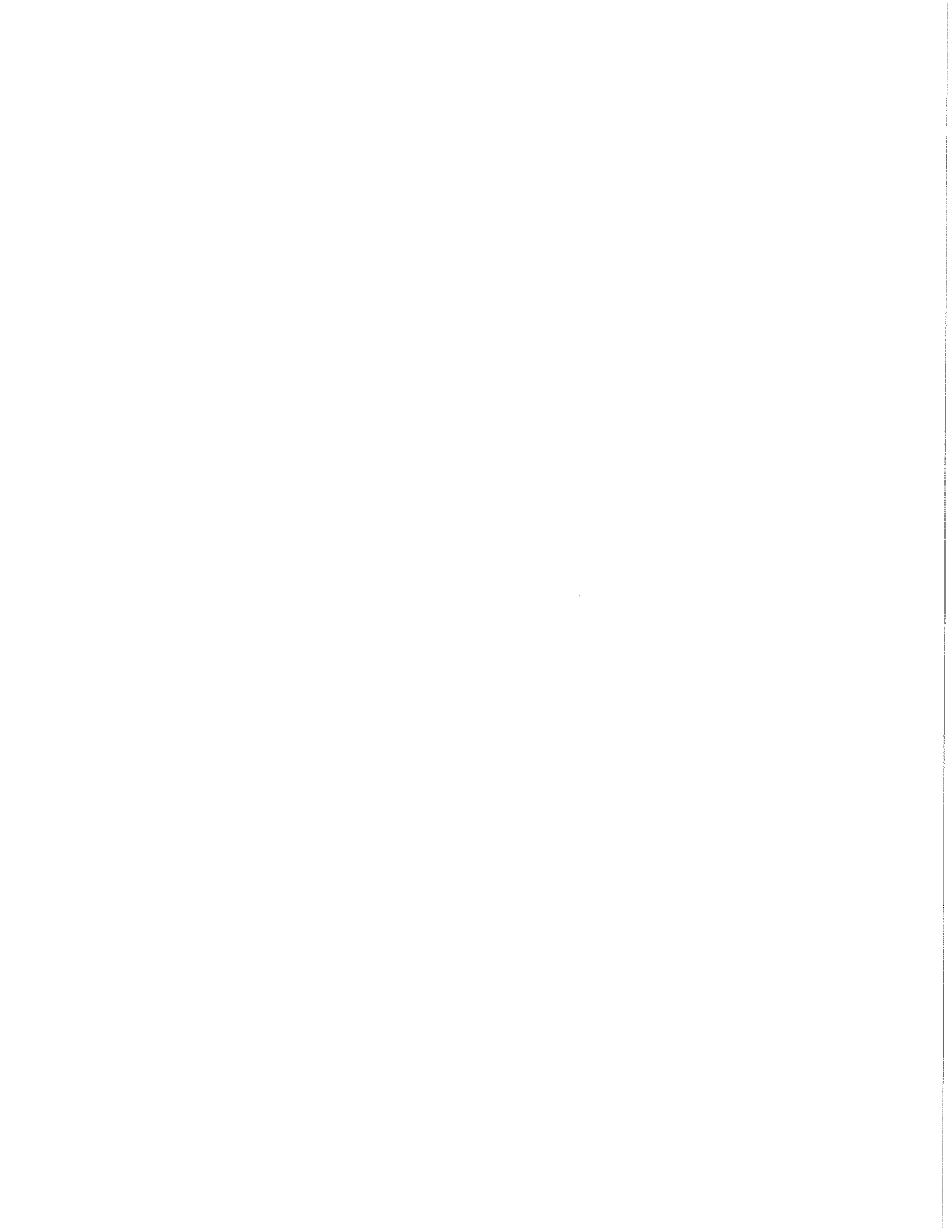
<b>ALLOCATIONS</b>						
	ALLOC	BOLIVAR/HARPERS FERRY		\$ -	\$ 15,625.00	\$ 15,625.00
	ALLOC	OLD CHARLES TOWN LIBRARY		\$ -	\$ 15,625.00	\$ 15,625.00
	ALLOC	EASTERN PANHANDLE TRANSI		\$ -	\$ 2,568.75	\$ 2,568.75
	ALLOC	JEFF CO DEVELOPMENT AUTH		\$ -	\$ 29,500.00	\$ 29,500.00
	ALLOC	JEFFERSON CO EMERGENCY		\$ -	\$ 361,890.50	\$ 361,890.50
	ALLOC	JEFFERSON DAY REPORT CNT		\$ -	\$ 25,000.00	\$ 25,000.00
	ALLOC	JEFF CO PARKS &		\$ -	\$ 62,277.75	\$ 62,277.75
	ALLOC	SHEPHERDSTOWN PUB LIBRAR		\$ -	\$ 15,625.00	\$ 15,625.00
	ALLOC	SOUTH JEFFERSON PUBLIC		\$ -	\$ 15,625.00	\$ 15,625.00
	ALLOC	WVU		\$ -	\$ 3,700.00	\$ 3,700.00
<b>TOTAL</b>						<b>\$ 547,437.00</b>

ACCOUNTS PAYABLE  
DECEMBER 30, 2015

MONTHLY BILLING	\$ 26,007.33
INVOICES APPROVED BY DEPTS.	\$ 15,311.48
PAYROLL	\$ 364,547.71
ALLOCATION	\$ 547,437.00
TOTALS	\$ 953,303.52

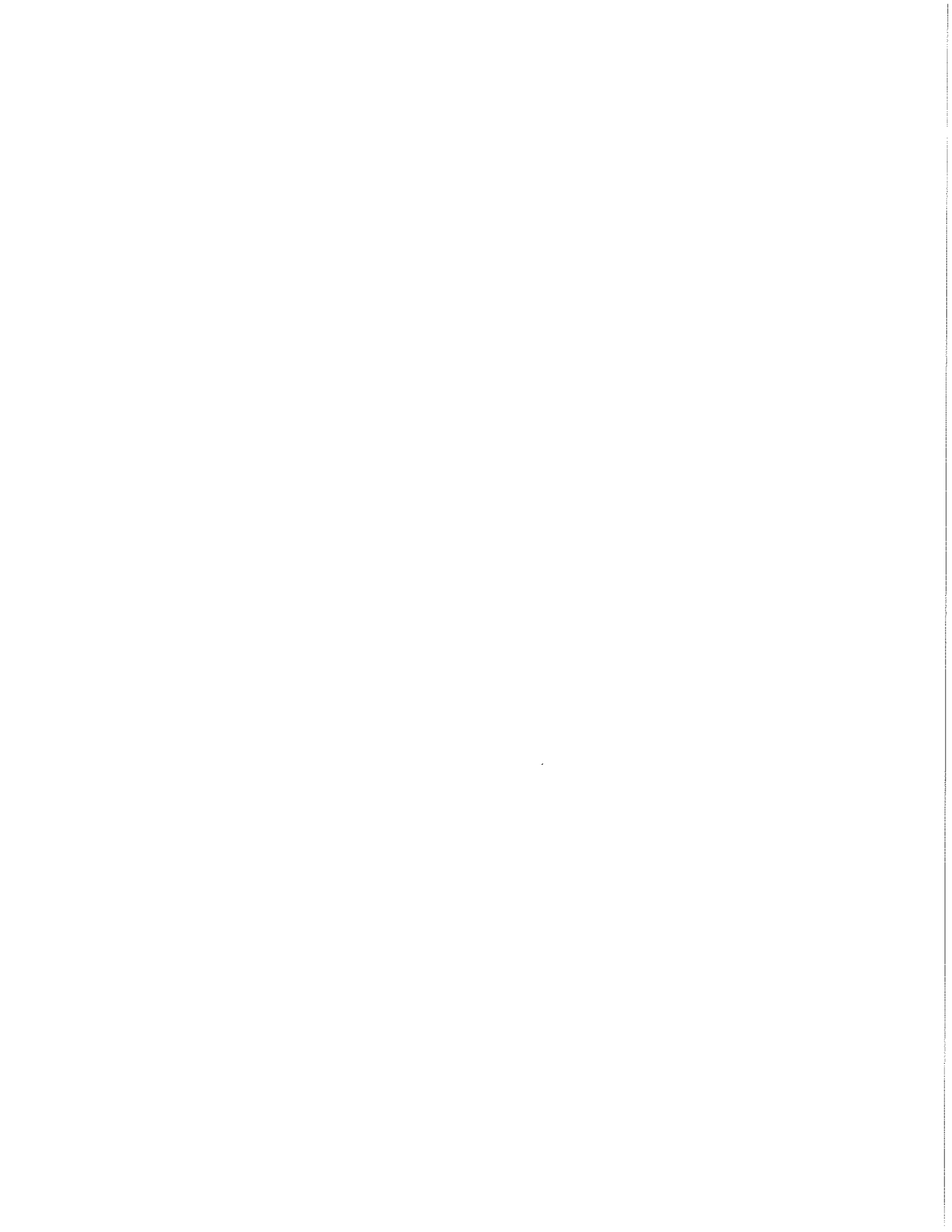
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<b>Date</b>	<b>Check #</b>	<b>VENDOR</b>	<b>Amount</b>
12/18/15	516	<b>3M ELECTRONIC MONITORING</b>	\$ 3,600.00
<b>ASSESSOR VALUATION</b>			
<b>O56</b>			
<b>Date</b>	<b>Check #</b>	<b>VENDOR</b>	<b>Amount</b>
12/18/2015	569	<b>UNITED BANK</b>	\$ 148.22
<b>FARMLAND PROTECTION BOARD</b>			
<b>O57</b>			
<b>Date</b>	<b>Check #</b>	<b>VENDOR</b>	<b>Amount</b>
12/18/2015	271	<b>JEFFERSON CO FARMLAND PROT</b>	\$ 56,631.98
<b>TOTAL</b>			<b>\$ 60,380.20</b>

**Manual Checks 12-17-15**

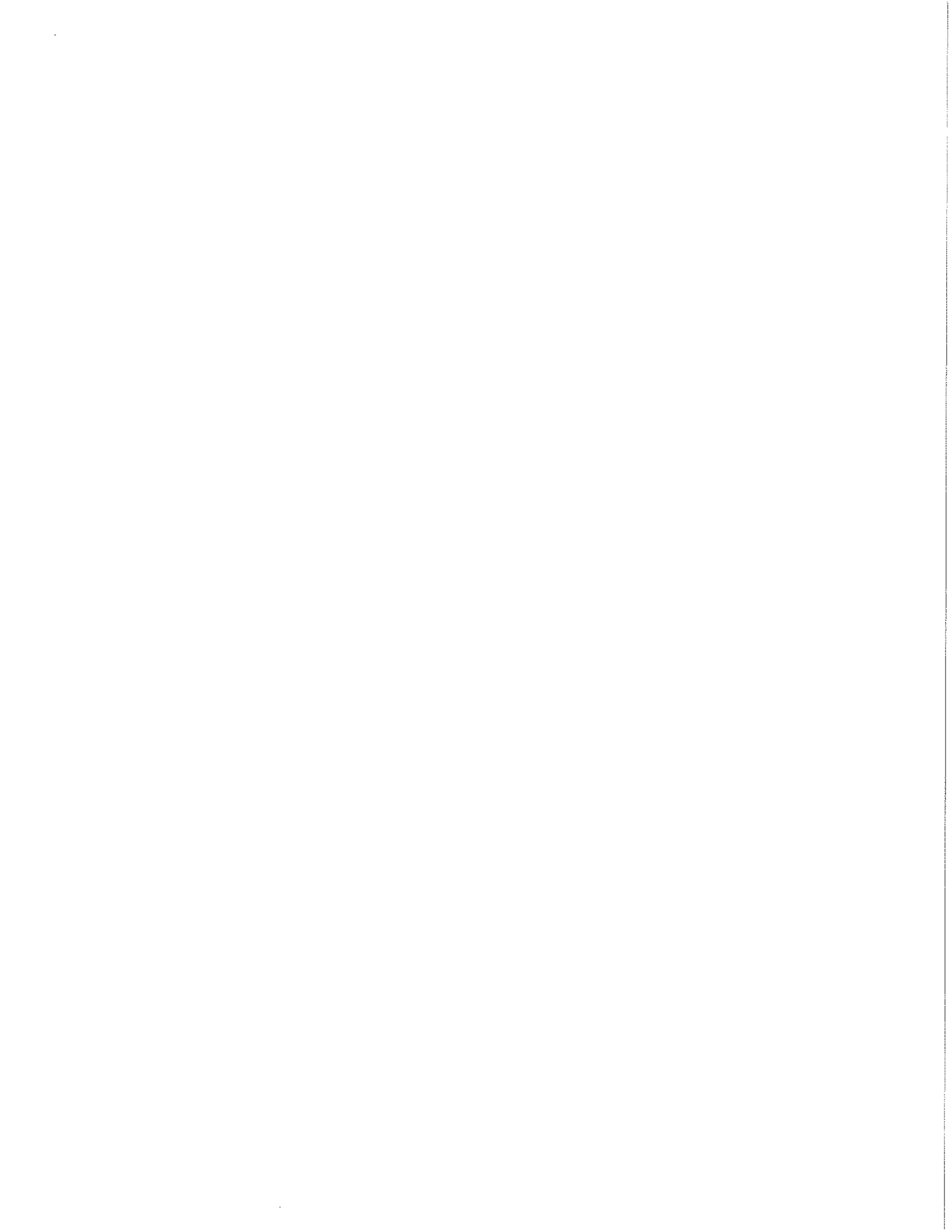


<b>COAL SEVERANCE</b>			
<b>002</b>			
Date	Check #	VENDOR	Amount
12/28/2015	414	JOHN STEVENS	\$ 591.87
<b>ASSESSOR VALUATION</b>			
<b>056</b>			
Date	Check #	VENDOR	Amount
12/4/2015	565	SHERIFF OF JEFFERSON CO	\$ 5,800.00
12/28/2015	570	FA O'TOOLE OFFICE	\$ 734.67
<b>74</b>			
Date	Check #	VENDOR	Amount
12/28/2015	345	BERKELEY CO SHERIFF'S	\$ 100.00
<b>BARDANE</b>			
<b>244</b>			
Date	Check #	VENDOR	Amount
12/11/2015	583	POTOMAC EDISON	\$ 301.01
<b>TOTAL</b>			<b>\$ 7,527.55</b>
<b>CONCEAL WEAPONS</b>			
<b>59</b>			
Date	Check #	VENDOR	Amount
12/2/2015	781	WV ST. TREASURER'S OFFICE	\$ 945.00
12/4/2015	782	CORP OF RANSON	\$ 3,100.00
12/9/2015	783	UNITED BANK	\$ 411.46
12/8/2015	784	CLARK CO	\$ 800.00
<b>WV DEPUTY SHRF RETIREMENT</b>			
<b>369</b>			
Date	Check #	VENDOR	Amount
12/3/2015	369	WV DEPUTY SHERIFF'S RETIREMENT	\$ 631.00
<b>TOTAL</b>			<b>\$ 5,887.46</b>

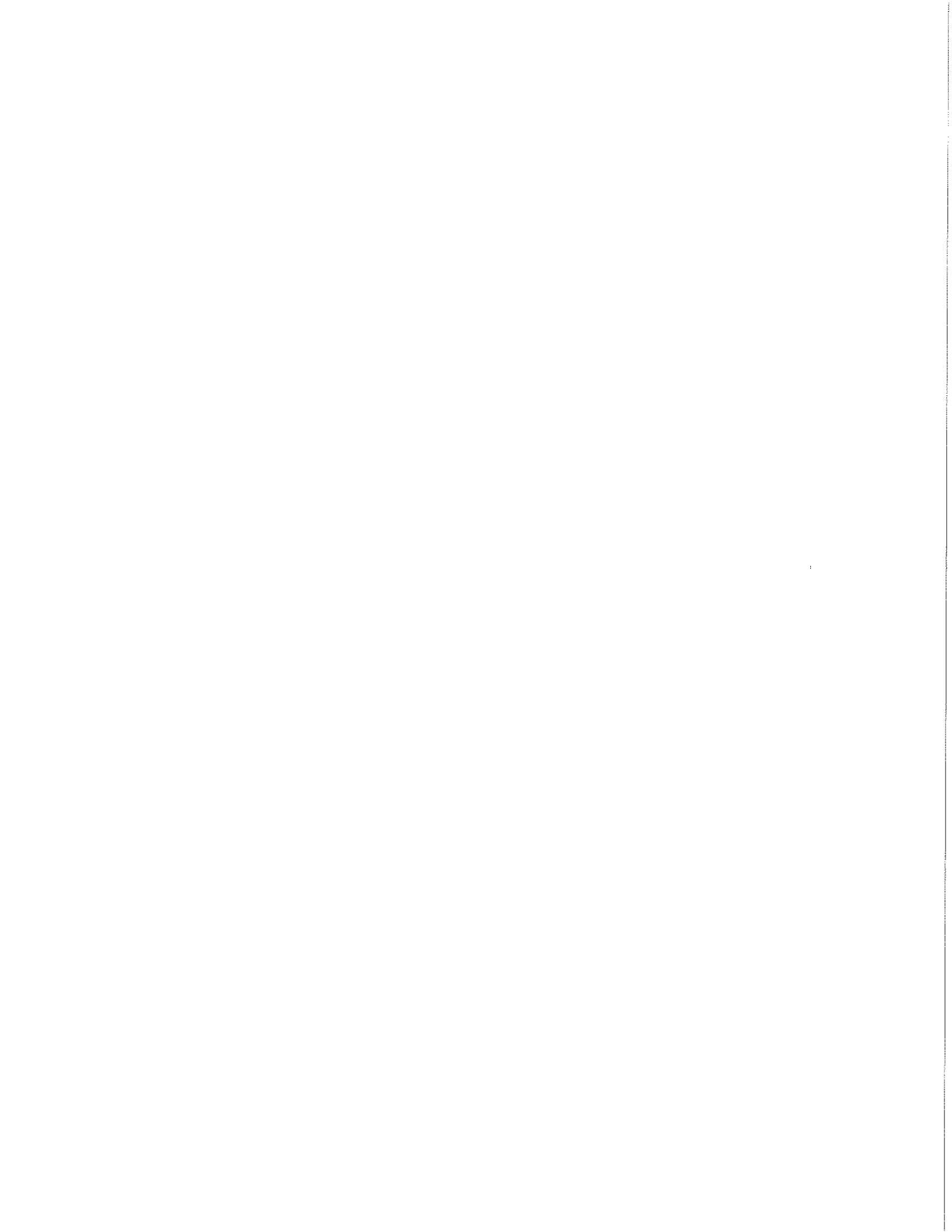
Manual Checks 12-30-15



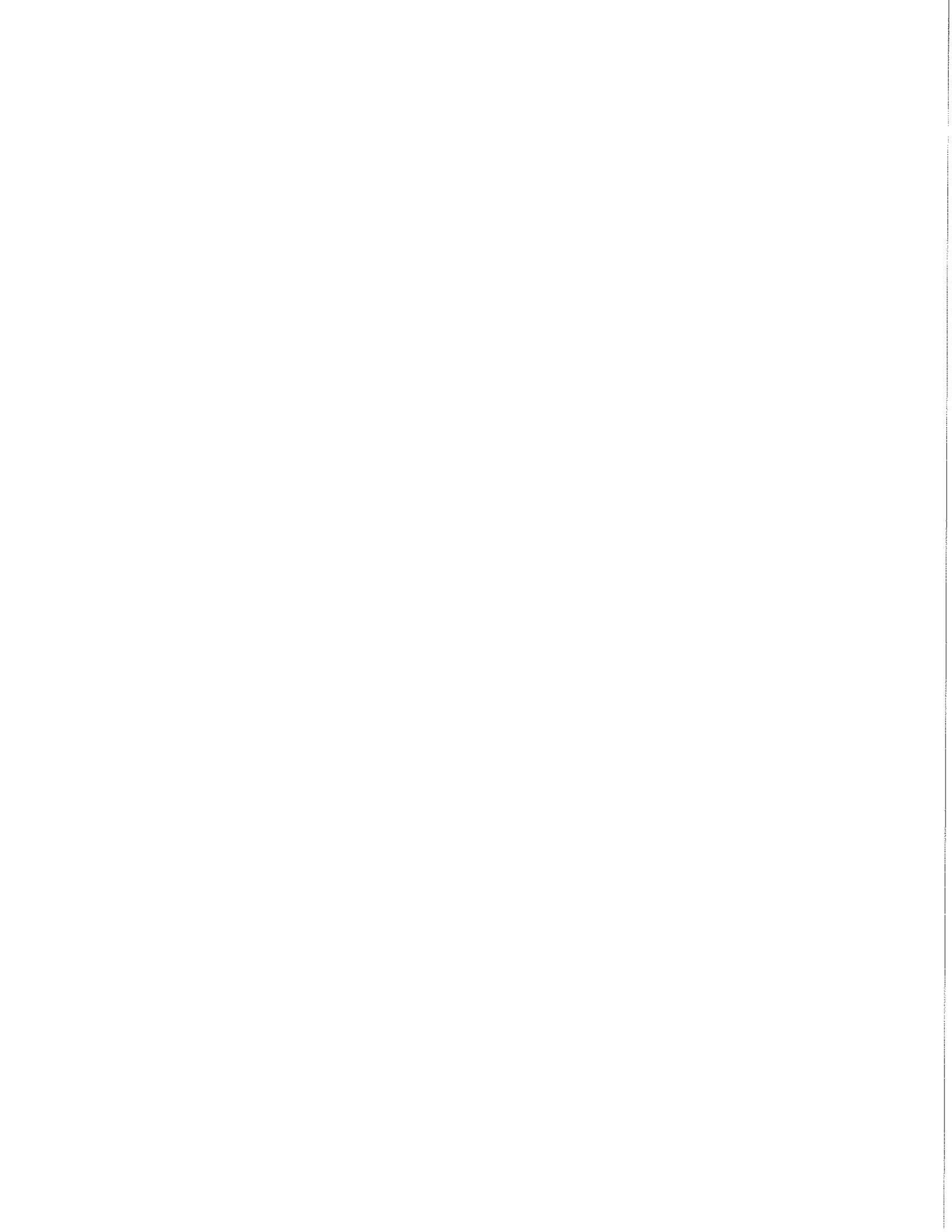
DESCRIPTION	Fund 001 CO.	Fund 003 Dog	Total
Gross Wages	\$ 380,609.46	\$ 68.10	\$ 380,677.56
6.2% Tax Payable OASDI	\$ 22,735.38	\$ 3.88	\$ 22,739.26
1.45% Tax Payable HI	\$ 5,317.26	\$ 0.91	\$ 5,318.17
Fed Withholding	\$ 42,854.74	\$ 5.11	\$ 42,859.85
WV State Withholding	\$ 16,189.77	\$ 2.78	\$ 16,192.55
PERS Retirement Deduct	\$ 13,014.09	\$ 3.06	\$ 13,017.15
Hosp. Pre-Tax	\$ 11,572.50		\$ 11,572.50
Cancer/ICU Pre-Taxed	\$ 1,200.04		\$ 1,200.04
Cancer/ICU Not Pre-Taxed	\$ 819.17		\$ 819.17
Optional Life Not Pre-Taxed	\$ 2,231.01		\$ 2,231.01
Christmas Club	\$ 5,510.00		\$ 5,510.00
Wage Attach #1	\$ 1,311.70		\$ 1,311.70
Wage Attach #2	\$ -		\$ -
Wage Attach #3	\$ 212.31		\$ 212.31
Wage Attach #4	\$ -		\$ -
DSRS Retirement Deduct 8.5%	\$ 5,292.75		\$ 5,292.75
457 - Nationwide	\$ 749.00		\$ 749.00
457I - ING	\$ 3,035.00		\$ 3,035.00
MD State Tax	\$ 582.30		\$ 582.30
D/VF	\$ 1,507.47		\$ 1,507.47
VA. State Tax	\$ 84.07		\$ 84.07
COLONIAL(PLUS)	\$ 192.71		\$ 192.71
<b>Total Deductions</b>	<b>\$ 134,411.27</b>	<b>\$ 15.74</b>	<b>\$ 134,427.01</b>
<b>Net Wages Total</b>	<b>\$ 246,198.19</b>	<b>\$ 52.36</b>	<b>\$ 246,250.55</b>
<b>Payroll Date</b>	<b>17-Dec-2015</b>		



DESCRIPTION	Fund 001 CO.	Fund 003 Dog	Total
Gross Wages	\$ 47,660.00		\$ 47,660.00
6.2% Tax Payable OASDI			\$ -
1.45% Tax Payable HI			\$ -
Fed Withholding			\$ -
WV State Withholding			\$ -
PERS Retirement Deduct			\$ -
Hosp. Pre-Tax			\$ -
Cancer/ICU Pre-Taxed			\$ -
Cancer/ICU Not Pre-Taxed			\$ -
Optional Life Not Pre-Taxed			\$ -
Christmas Club			\$ -
Wage Attach #1			\$ -
Wage Attach #2			\$ -
Wage Attach #3			\$ -
Wage Attach #4			\$ -
DSRS Retirement Deduct 8.5%			\$ -
457 - Nationwide			\$ -
457I - ING			\$ -
MD State Tax			\$ -
D/VF			\$ -
VA. State Tax			\$ -
COLONIAL(PLUS)			\$ -
Total Deductions	\$ -	\$ -	\$ -
Net Wages Total	\$ 47,660.00	\$ -	\$ 47,660.00
Payroll Date	18-Dec-2015	Pollworkers	



DESCRIPTION	Fund 001 CO.	Fund 003 Dog	Total
Gross Wages	\$ 365,219.26		\$ 365,219.26
6.2% Tax Payable OASDI	\$ 22,723.22		\$ 22,723.22
1.45% Tax Payable HI	\$ 5,314.29		\$ 5,314.29
Fed Withholding	\$ 44,013.99		\$ 44,013.99
WV State Withholding	\$ 16,259.87		\$ 16,259.87
PERS Retirement Deduct	\$ 12,869.67		\$ 12,869.67
Hosp. Pre-Tax	\$ -		\$ -
Cancer/ICU Pre-Taxed	\$ 1,032.10		\$ 1,032.10
Cancer/ICU Not Pre-Taxed	\$ 819.17		\$ 819.17
Optional Life Not Pre-Taxed	\$ -		\$ -
Christmas Club	\$ 5,510.00		\$ 5,510.00
Wage Attach #1	\$ 1,311.70		\$ 1,311.70
Wage Attach #2	\$ -		\$ -
Wage Attach #3	\$ 212.31		\$ 212.31
Wage Attach #4	\$ -		\$ -
DSRS Retirement Deduct 8.5%	\$ 5,635.39		\$ 5,635.39
457 - Nationwide	\$ 749.00		\$ 749.00
457I - ING	\$ 3,035.00		\$ 3,035.00
MD State Tax	\$ 597.81		\$ 597.81
D/VF	\$ -		\$ -
VA. State Tax	\$ 86.24		\$ 86.24
COLONIAL(PLUS)	\$ 192.71		\$ 192.71
<b>Total Deductions</b>	<b>\$ 120,362.47</b>	<b>\$ -</b>	<b>\$ 120,362.47</b>
<b>Net Wages Total</b>	<b>\$ 244,856.79</b>	<b>\$ -</b>	<b>\$ 244,856.79</b>
Payroll Date	31-Dec-2015		



**AGENDA REQUEST FORM**  
**www.jeffersoncountywv.org**



Name: C Mark Hofe

Department or Organization: **23<sup>rd</sup> Judicial Circuit Probation Dept.**

Estimation of amount of time needed for appointment:

Date Requested – 1<sup>st</sup> Choice: **January 7, 2015 by 10:30 a.m.**

*If a specific date is needed, please provide reason for specific date:*

Date Requested – 2<sup>nd</sup> Choice: January 14, 2015 at any time

Subject (*Wording to be placed on agenda*): Annexation of former Day Report Center space

Please provide the County Commission with a description of your request or presentation, including any background information:  
We are requesting to have the Adult Drug Court Probation Officer moved from the Magistrate Court building into the previous Day Report Center location, which is immediately adjacent to the Probation Offices at 110 E. Washington Street

Is this a funding request? Y/N No

If so, how much? \$

Provide exact financial impact/request: Unknown

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):

That the Adult Drug Court Probation Officer be relocated from the Magistrate Court building to the former Day Report Center location which is immediately adjacent to the Probation Office at 110 E. Washington Street.

Attach supporting documents for request, or request may be denied.

If not attached, explain: Will provide full justification at time of presentation

Is equipment needed?      Projector    No      Internet/Wi Fi    Yes.      Telephone for conference call    Yes

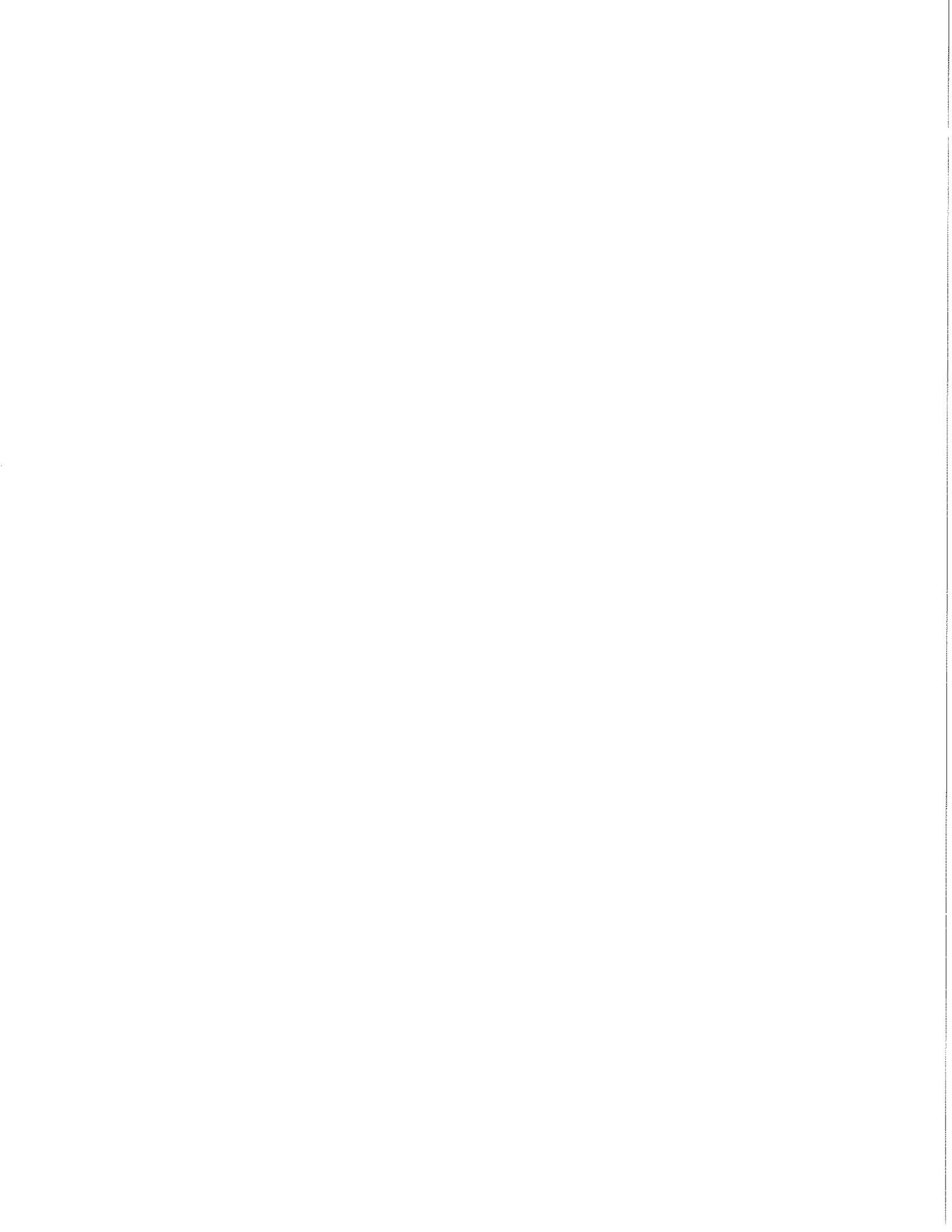
Contact information: C. Mark Hofe

Email address: mark.hofe@courtsww.gov

Phone Number: (304) 264-1969

**FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION**

not applicable





**AGENDA REQUEST FORM**  
[www.jeffersoncountywv.org](http://www.jeffersoncountywv.org)



Name: Peter Dougherty

Department or Organization: JCSO

Estimation of amount of time needed for appointment: 5 min

Date Requested – 1<sup>st</sup> Choice:  
*If a specific date is needed, please provide reason for specific date:*

Date Requested – 2<sup>nd</sup> Choice:

Subject (*Wording to be placed on agenda*): Humane Officers

Please provide the County Commission with a description of your request or presentation, including any background information:  
**In October 2014 you approved the temporary appointment of the county's Animal Control Officers as Humane Officers. This appointment has worked out very well; therefore, I am seeking permanent appointment of the Animal Control Officers as Humane Officers.**

Is this a funding request?  N  
If so, how much? \$

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*): **I move to permanently appoint Jefferson County Animal Control Officers as Humane Officers.**

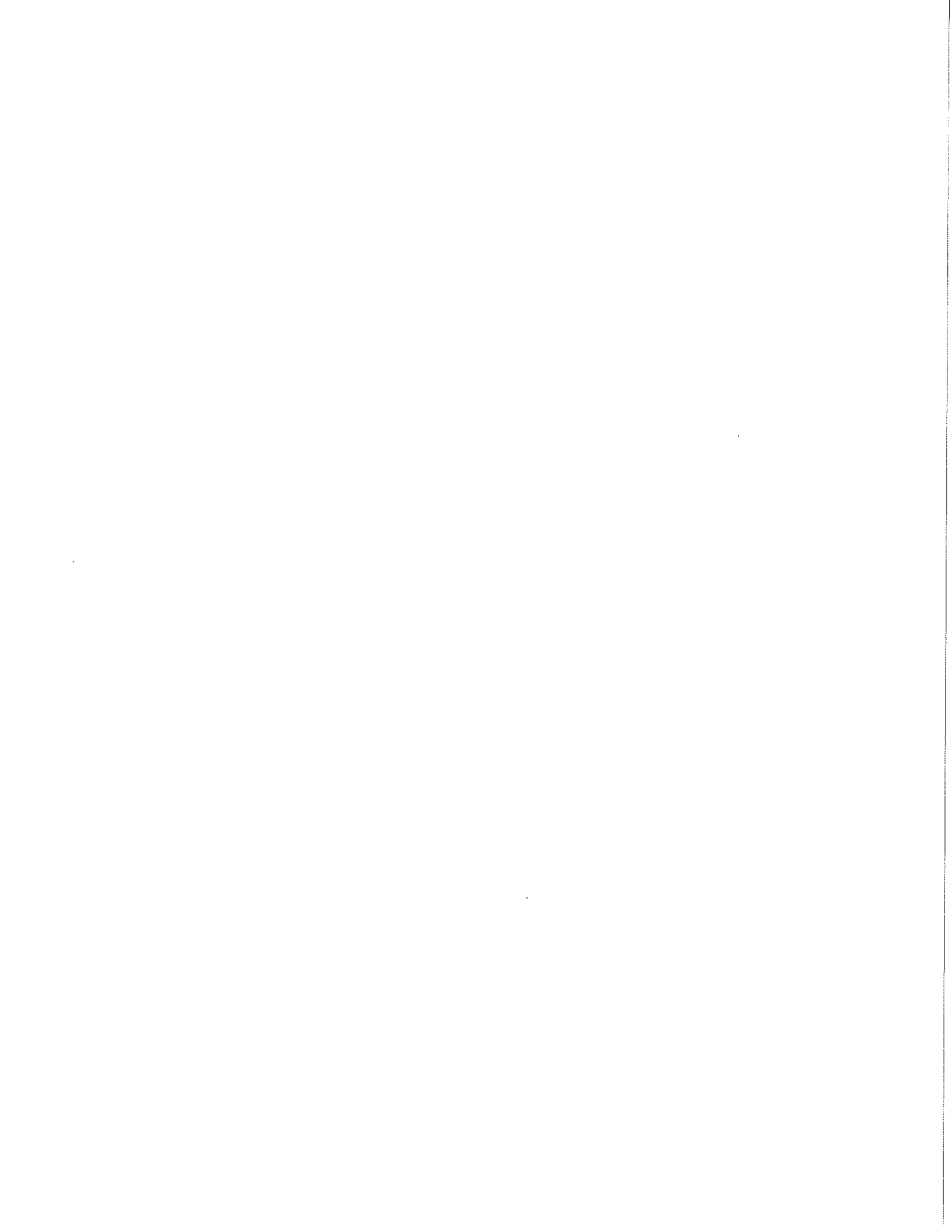
Attach supporting documents for request, or request may be denied.  
If not attached, explain:

Is equipment needed? Projector  N Internet/Wi Fi  N Telephone for conference call  N

Contact information:  
Email address: pdougherty@jcsdvw.com Phone Number: 304-728-3205

**FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS**

Click here to enter text.



Commission Office Use Only

Date on Agenda:

Appt Time or New Business:

### AGENDA REQUEST FORM

Name: **Laura Storm**

Department or Entity: **Circuit Clerk**

Estimation of amount of time needed for appointment: **15 minutes**

Date Requested – 1<sup>st</sup> Choice **January 7, 2016**

Date Requested – 2<sup>nd</sup> Choice: \_\_\_\_\_

If a specific date is needed, please provide reason for specific date:

Subject:

Presentation to County Commission regarding Jefferson County Jail Annex

Please provide the County Commission with a description of your request or presentation, including any background information: \_\_\_\_\_

2016 is the 50<sup>th</sup> year of the National Historic Preservation Act and Randall Reid-Smith, Commissioner; State Historic Preservation Officer presented a Certificate of Appreciation as well as a calendar of historic places to us. The Jefferson County Jail Annex represents the month of April in this calendar. I wanted to present this gift to the commission as well as his remarks that are attached.

Recommended motion (Please type out the wording of the motion that you would like the Commission to approve): \_\_\_\_\_

No motion necessary.

**2016 Calendar Introduction  
December 22, 2015  
Remarks – Randall Reid-Smith**

- **Good morning! Welcome to the “Old Jail” and the introduction of our 2016 historic preservation calendar!**
- **Pleased to be in Charles Town for our presentation of the calendar.**
- **In 2016, we celebrate the 50<sup>th</sup> anniversary of the National Historic Preservation Act of 1966.**
- **The Act was signed into law by President Lyndon B. Johnson.**
- **It brought attention to the importance of preserving, caring for and celebrating historic resources in an age when modernization meant demolition for many places.**

- **This calendar pays tribute to just a few of the sites around the state that are preserved today.**
- **From your area, we featured the Harpers Ferry Historic District on the cover and the Jefferson County Jail.**
- **Federal historic preservation efforts began in our state in 1944 when Harpers Ferry National Historic Park was established.**
- **The Jefferson County Jail is a wonderful example of how local efforts, combined with support from development grants, can help preserve historic sites.**
- **These sites, along with the others in our calendar, have something important in common:**
- **People who recognize the importance of preserving the past. People who were willing to research, fund and work toward preservation.**

- **If you cut down a tree, the tree is gone but you can plant another one and it will grow.**
- **But when you raze a building or destroy property, it is gone. There are no magic seeds to bring those things back.**
- **Every time people find ways not just to save but to develop good uses for these structures, they are making historic preservation more than a good deed. They are making it an example of just how versatile these structures are.**
- **In the Eastern Panhandle, you are fortunate to have people who understand that philosophy.**
- **In Jefferson County alone, the State Historic Preservation Office has approved grants for 89 projects totaling about \$717,000.**

- **15 projects in your county have received tax credits that provided more than \$6,307,000 in rehab and restoration expenses.**
- **Federal tax credits for commercial properties to date equal more than \$1,117,000.**
- **Residential credits stand at almost \$88,000.**
- **There are 79 sites on or eligible for nomination to the National Register in Jefferson County.**
- **In Charles Town alone there are eight, including three large districts that account for nearly 700 contributing resources.**
- **Districts:**
  - **Downtown Charles Town**
  - **Old Charles Town**
  - **South Charles Town**
- **We are glad to showcase the calendar and to thank you for your work.**

# National Register

## JEFFERSON COUNTY

### Bolivar

Tattersal Property, Union Street, Additional Documentation Approved, Harpers Ferry NHP (8/7/01) [1]

### Charles Town

Charles Town Mining, Manufacturing & Improvement Company Building, 312 S. Mildred Street (8/2/01) [1]

Charles Washington House, (Happy Retreat), Blakely Plaza at Jct of US 340 and SR 9 (7/2/73) [1]

Downtown Charles Town Historic District, Roughly bounded by Washington, Liberty and Congress Sts, from eastern town limit W to Water St. (3/21/97) [204]

Gibson-Todd House, (John Brown Hanging Site), 515 S. Samuel Street (9/16/83) [1]

Jefferson County Courthouse, N. George and E. Washington Streets (7/10/73) [1]

Old Charles Town Historic District, Portions of: First, North, West, W. Liberty, W. Washington, Avis, Wiericks Row, Augustine, Lawrence, N. Charles, N. George, N. Samuel, N. Mildred, N. Church, Academy, Hessey, N. Preston, Water, mt. Parvo, Higgs, Park, Center, Maple, Eagle, Davenport, Morgan, Martin Luther King, E. Liberty, and E. Washington (11/2/2000) [318]

Old Opera House, 200-204 North George Street (11/24/78) [1]

South Charles Town Historic District, South George, South Mildred, South Samuel, South Church and intersecting streets (9/16/09)

### Charles Town Vicinity

"Altona" (Altona Farm), WV 51 (11/24/96) [14]

"Aspen Hill," N of Charles Town on SR 9 (3/13/80) [1]

Barleywood, Ambler Rd., Approx, 1 mi. N of WV 51 (8/24/07)

"Belvedere," 811 Belvedere Farm Drive (1/12/84) [1]

"Beverley" ("Bullskin, Stephenson-Whiting Burns Farm), US 340 (3/20/87) [5]

Beverley Boundary Increase, 1 Burns Farm Road (4/12/10)

"Blakeley" (Washington-Chew-Funkhouser House), CR 13/3 (4/15/82) [2]

"Cedar Lawn" (John T.A. Washington House), 3.5 miles W of Charles Town off VA 51 and S on CR 51/1 (12/4/74) [1]

Claymont Court, (Bushrod C. Washington House) W of Charles Town on CR 13 (7/25/73) [1]

Gap View Farm, SR 9 (1/9/97) [20]

William Grubb Farm ("Conway", "Brook Manor") CR 340/2 W of jct with US 340 (11/21/91) [5]

"Harewood" (Samuel Washington House) W of Charles Town off SR 51 (3/14/73) [1]

"The Hermitage" Cabletown Road (CR 25), N of jct with Mt. Hammond Road (12/23/93) [3]

"Hillside" ("Little Elmington"), Old Cave Road (12/12/85) [3]

"Hopewell" (Hopewell Mills) Bloomery Road (CR 27), NE of Bloomery (3/25/94) [3]

Jacks-Manning Farm, (Vinton), US 340 (1/12/84) [1]

"Media" (Media Farm) CR 17 (11/10/94) [13]

Richwood Hall, (Richwoods) 4 miles W of Charles Town off SR 51 (6/19/73) [1]

Rion Hall, E of Charles Town off US 340 (9/20/82) [2]

St. George's Chapel, Off SR 51, (8/7/01) [1]

Robert Worthington House, (Piedmont) 2 m W of Charles Town off SR 51 (7/2/73) [1]

Cool Spring Farm, 1735 Lloyd Road, Charles Town Vicinity (3/27/07)

## **Halltown**

Halltown Union Colored Sunday School, (Halltown Memorial Chapel) Off US 340 on CR 340/12 (1/12/84) [1]

Halltown Colored Free School, Halltown Road .5 mi. NE of US 340 (8/25/04)

## **Halltown Vicinity**

"Beall-Air" (Col. Lewis Washington House), W of Halltown off US 340 (8/17/73) [1]

## **Harpers Ferry**

B&O Railroad Crossing, At confluence of the Shenandoah and Potomac Rivers (2/14/78) [1]

Grand View School, Putnam Street, Additional Documentation Approved, Harpers Ferry NHP (8/7/01) [1]

Harpers Ferry Historic District, Off US 340 (10/15/79) [150]

Harpers Ferry Historic District (additional documentation), Off U.S. 340 (11/22/2010)

Harpers Ferry National Historic Park, At confluence of Potomac and Shenandoah Rivers (10/15/66)  
[60]

Harpers Ferry National Historic Park, Additional Documentation Approved (8/7/01) [1]

Hydroelectric Power Plant, Potomac Street extended along Potomac River, Additional Documentation Approved, Harpers Ferry NHP (8/7/01) [2]

Lee-Longworth House 1141 Washington Street (9/23/85) [1]

Bradley Nash Farm, Old Furnace Road, Additional Documentation Approved, Harpers Ferry NHP (8/7/01) [6]

Shipley School, 847 Washington Street, Additional Documentation Approved, Harpers Ferry NHP (8/7/01) [1]

Storer College, Fillmore Street, Add. Documentation Approved, Harpers Ferry NHP (8/7/01) [1]

St. Peter's Roman Catholic Church, Church Street and Jefferson Rock Trail (3/30/73) [1]

## **Harpers Ferry Vicinity**

Allstadt House and Ordinary, Jct of US 340 and CR 27 (4/9/85) [4]

Bolivar Heights-School House Ridge Skirmish Site, Bloomery Road, Additional Documentation Approved, Harpers Ferry NHP (8/7/01) [1]

Bollman-Wernwag-Latrobe Bridge, Confluence of Potomac and Shenandoah Rivers. (additional documentation approved, Harpers Ferry NHP) (3/29/02)

Niswarner Tract, Chestnut Hill Road, Additional Documentation Approved, Harpers Ferry NHP (8/7/01) [1]

Strider Farm, SR 27 (2/1/88) [3]

## **Kearneysville**

Rellim Farm, CR 1 Leetown Road (12/4/98) (6)

Sunnyside Farm, CR 1 or Leetown Road (3/18/99) [10]

"Traveller's Rest", (Gen. Horatio Gates House) 3.3 miles NW of Leetown on SR 48 NR (7/31/72) (NHL 11/15/72) [1]

Woodlawn, 30 Wiltshire Road (near Bardane), (3/24/2000) [3]

## **Kearneysville Vicinity**

Elmwood-on-the-Opequon, 3898 Sulphur Springs Road (3/22/06)

## **Leetown Vicinity**

"The Bower" CR 1/1 (4/15/82) [3]

Jefferson County Alms House, (Snow Hill Farm), WV Secondary 15, SE of Leetown (4/14/94) [1]

"Prato Rio," (Gen. Charles Lee House) WV 48 NR (4/11/73) [1]

"Woodbury," CR 1/4 (10/9/74) [1]

## **Martinsburg Vicinity**

Miller Tavern and Farm, East Side of Golf Course Road (3/22/06)

## **Middleway**

Middleway Historic District, SR 1/8 (3/13/80) [60]

## **Rippon Vicinity**

Ripon Lodge, N of Rippon off US 340 (8/18/83) [3]

Ripon Lodge Farm Boundary Increase, US 340 (8/14/98) [11]

## **Scrabble**

Scrabble Historic District, Scrabble Road and Dam No. 4 Road (3/22/06)

## **Shannondale Vicinity**

Shannondale Springs, Address Restricted (3/31/98) [2]

## **Shenandoah Junction Vicinity**

Peter Burr House, Warm Springs Road (4/9/82) [1]

Duffields Depot, 45 Melvin Road (8/03/07)

"Glenburnie," CR 16/Ridge Road (11/29/88) [9]

"Hazelfield," Off CR 48/2 (12/12/76) [1]

Tackley Farm (Valley View), SR 9 (11/4/94) [4]

York Hill, 1583 Ridge Road (7/26/06)

## **Shepherdstown**

Rumsey Hall, (Entler Hotel) German and Princess Streets (3/30/73) [1]

Shepherd's Mill, (Thomas Shepherd Grist Mill), High Street (5/6/71) [1]

Shepherdstown Historic District, Bounded roughly by Mill, Rocky, Duke and Washington Streets (8/17/73) [105]

Shepherdstown Historic District (Boundary Increase), Jct of High and German Streets, E to Ray and High Sts. And the Potomac River, S to Fairmont Avenue (7/22/87) [386]

## **Shepherdstown Vicinity**

Boidstones Place, Shepherd Grade (Road), (11/22/1999) [11]

"Cold Spring" (Robert Lucas House), S of Shepherdstown on CR 17 (8/14/73) [1]

"Elmwood", (Edward Lucas III House) S of Shepherdstown off CR 17 (8/17/73) [1]

Falling Spring - Morgan's Grove, SR 480 (2/15/89) [5]

"Fruit Hill", (Robinson-Andrews-Hoxton House) Shepherd Grade/CR 5 (9/26/88) [2]

Captain William Lucas and Robert Lucas House, (Linden Spring) SE of Shepherdstown on CR 31 (9/2/92) [1]

James Marshall House, (Windward) Shepherd Grade/CR 5 (9/27/88) [1]

Morgan-Bedinger-Dandridge House ("Rosebrake"), SW of Shepherdstown on SR 480 (5/13/83) [1]

Morgan's Grove Historic District, Roughly bounded by SR 480 & 230 (3/19/99) [16]

Potomac Mills, River and Trough Roads (2/5/14)

"Rockland" (Verdier Plantation, Schley Farm, Knode House), SR 480 (2/5/90) [5]

Rock Spring, 2000 Ridge Road (1/17/08)

Rose Hill Farm (James-Marshall-Snyder Farm), CR 16/2 (5/18/90) [2]

Van Swearingen-Shepherd House (Bellevue), N of Shepherdstown, CR5 (8/18/83) [1]

## **Summit Point**

Christian Allemong House, 35 Hardestry Road (5/2/03)

White House Farm (White House Tavern or Dr. John McCormick House), CR 13 (8/29/79) [5]

AGENDA REQUEST FORM  
[www.jeffersoncountywv.org](http://www.jeffersoncountywv.org)



Name: Jessica Carroll

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment: 10 minutes

Date Requested – 1<sup>st</sup> Choice: **January 7, 2015**

*If a specific date is needed, please provide reason for specific date:*

Date Requested – 2<sup>nd</sup> Choice:

Subject (*Wording to be placed on agenda*): **Interview/Appointment to the Jefferson County Board of Zoning Appeals – one three-year term ending January 1, 2019**

Please provide the County Commission with a description of your request or presentation, including any background information:

Is this a funding request? Y/N NO

If so, how much? \$

Provide exact financial impact/request:

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):

Attach supporting documents for request, or request may be denied.

If not attached, explain:

Is equipment needed? Projector **Y/N** Internet/Wi Fi **Y/N** Telephone for conference call **Y/N**

Contact information:

Email address:

Phone Number:

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable

The Jefferson County Commission proposes to name persons to serve on the following Authorities, Boards, Commissions, or Committees on Thursday, January 07, 2016, or as soon thereafter as the Commission may decide:

**Board of Zoning Appeals - one (1) three-year term ending January 1<sup>st</sup>, 2019 and one (1) alternate positions ending January 1<sup>st</sup>, 2019.**

*Alternates: Alternate members shall have all powers and duties of a regular Board member when sitting on a case and shall continue to participate in the case until a final decision is reached. Alternate members shall serve by rotation based upon seniority of appointment to the Board.*

Persons who may be interested in the above listed agency should submit a letter of interest and a resume or statement of qualifications to the Jefferson County Commission, P.O. Box 250, Charles Town, WV 25414 no later than 12:00 pm the Monday prior to the proposed date of appointment.

Additional information regarding these appointments may be obtained by calling the Commission Office at (304) 728-3284.

**SPIRIT OF JEFFERSON:**

**PLEASE ADVERTISE ON:**

**December 16, 23, and 30**

**THANKS - JEFFERSON COUNTY COMMISSION**

**Jeffrey C. Bannon**  
8036 Shepherdstown Pike  
Shepherdstown, WV 25443  
jeffrey.bannon@gmail.com  
304-876-1526

**Received**  
**DEC 18 2015**  
Jefferson County Commission

December 15, 2015

Ms. Jessica Carroll  
Executive Administrative Assistant  
Jefferson County Commission  
P.O. Box 250  
Charles Town, WV 25414

Dear Ms. Carroll:

Thank you for your letter of December 9 concerning my term on the Board of Zoning Appeals.

I would like to be considered for another term. I am enclosing a letter to the Commissioners and a resume.

Yours,



Jeffrey C. Bannon

**Jeffrey C. Bannon**

8036 Shepherdstown Pike  
Shepherdstown, WV 25443  
jeffrey.bannon@gmail.com  
304-876-1526

December 15, 2015

Jane M. Tabb, President  
Patsy Noland, Vice President  
Dale Manuel, Commissioner  
Walt Pellish, Commissioner  
Eric Bell, Commissioner  
Jefferson County Commission  
P.O. Box 250  
Charles Town, WV 25414

Dear Commissioners:

I am seeking reappointment to the Jefferson County Board of Zoning Appeals. I have served since July 2013, and this past year, I have been Vice-Chair, working with Chair Tyler Quynn .

The board has worked on some difficult issues in recent years, and I believe I have made a positive contribution to the BZA's efforts to enforce the spirit of the law while providing appropriate relief for property owners.

I hope to continue volunteering my services to the county. My resume is attached.

Yours,



Jeffrey C. Bannon

## **Jeffrey C. Bannon, Esq.**

8036 Shepherdstown Pike  
Shepherdstown, WV 25443  
304-876-1526  
jeffrey.bannon@gmail.com

### **CONSULTANT AND COUNSEL on statistical proof, EEO/HR Data, and electronic discovery**

Expertise in statistical proof, creation of litigation databases, and electronic discovery. Extensive experience in the litigation of employment discrimination actions in the federal district and appellate courts.

### **EMPLOYMENT HISTORY**

U.S. Equal Employment Opportunity Commission, 1977 – 2012, 2014 – present

Principal, Equitas Publishing LLC, October 2012 – present

Adjunct Professor of Law, Southern Methodist University School of Law, Dallas, TX, Spring 1993

### **BAR MEMBERSHIPS**

U.S. Supreme Court

U.S. Courts of Appeals for the First, Second, Third, Fifth, Sixth, Eighth, Ninth, Tenth, and Eleventh Circuits

State of Connecticut

State of West Virginia

### **EDUCATION**

J.D. with Honors, University of Connecticut School of Law, Hartford, CT, June 1977

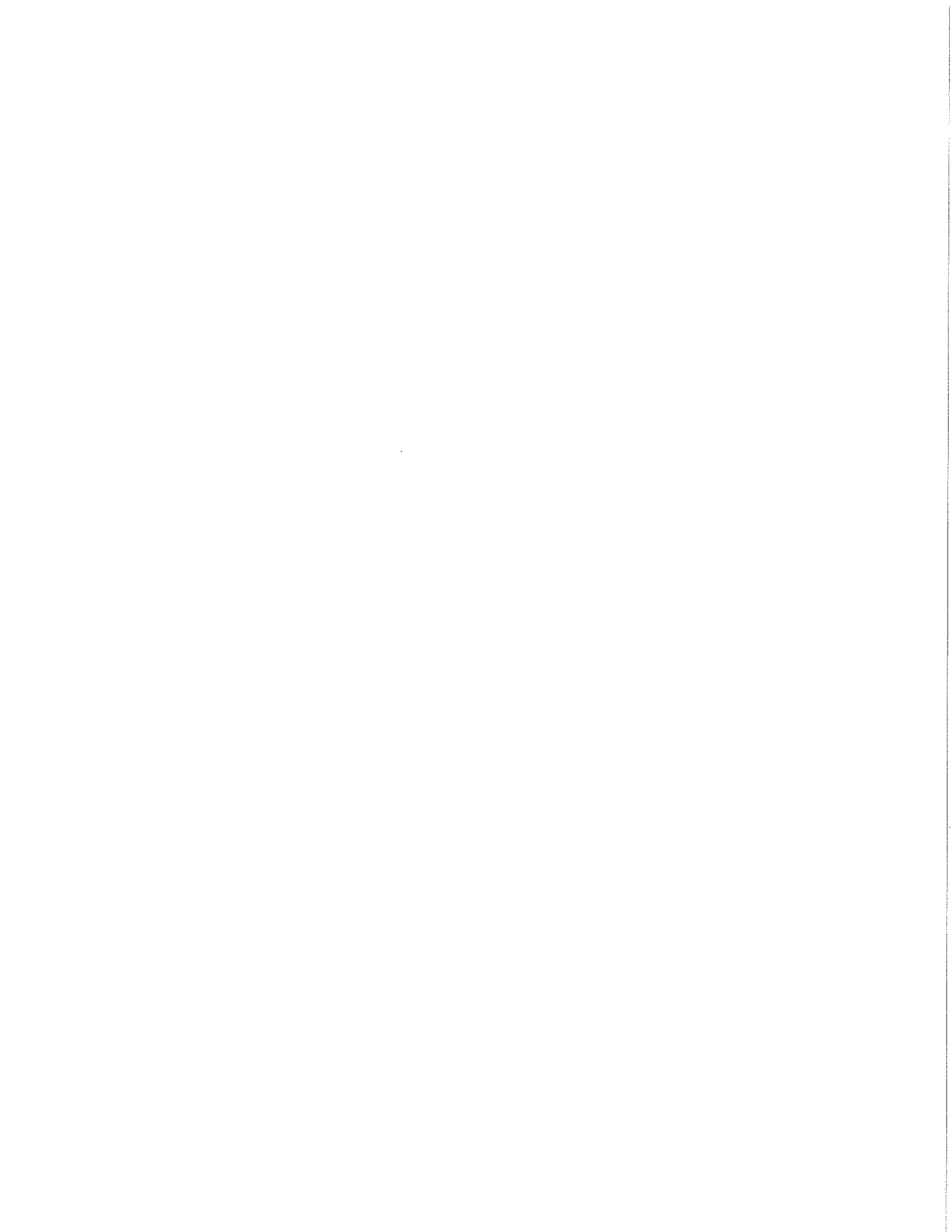
B.A., Philosophy, Yale College, New Haven, CT, June 1973

### **CIVIC ACTIVITIES**

Vice-Chair, Jefferson County Board of Zoning Appeals

Member, League of Women Voters of Jefferson County

Volunteer, Elks Run Watershed Group





**AGENDA REQUEST FORM**  
[www.jeffersoncountywv.org](http://www.jeffersoncountywv.org)

Name: **Stephanie Grove, County Administrator**

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment:

Date Requested – 1<sup>st</sup> Choice: **January 7, 2016**

*If a specific date is needed, please provide reason for specific date:* Click here to enter text.

Date Requested – 2<sup>nd</sup> Choice: Click here to enter text.

Subject (*Wording to be placed on agenda*): Discussion of Property Tax Rate

Please provide the County Commission with a description of your request or presentation, including any background information:

Is this a funding request? Y/N Click here to enter text.

If so, how much? \$Click here to enter text.

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):

Attach supporting documents for request, or request may be denied.

If not attached, explain: Click here to enter text.

Is equipment needed? Projector Y/N Click here to enter text. Internet/Wi Fi Y/N Click here to enter text.

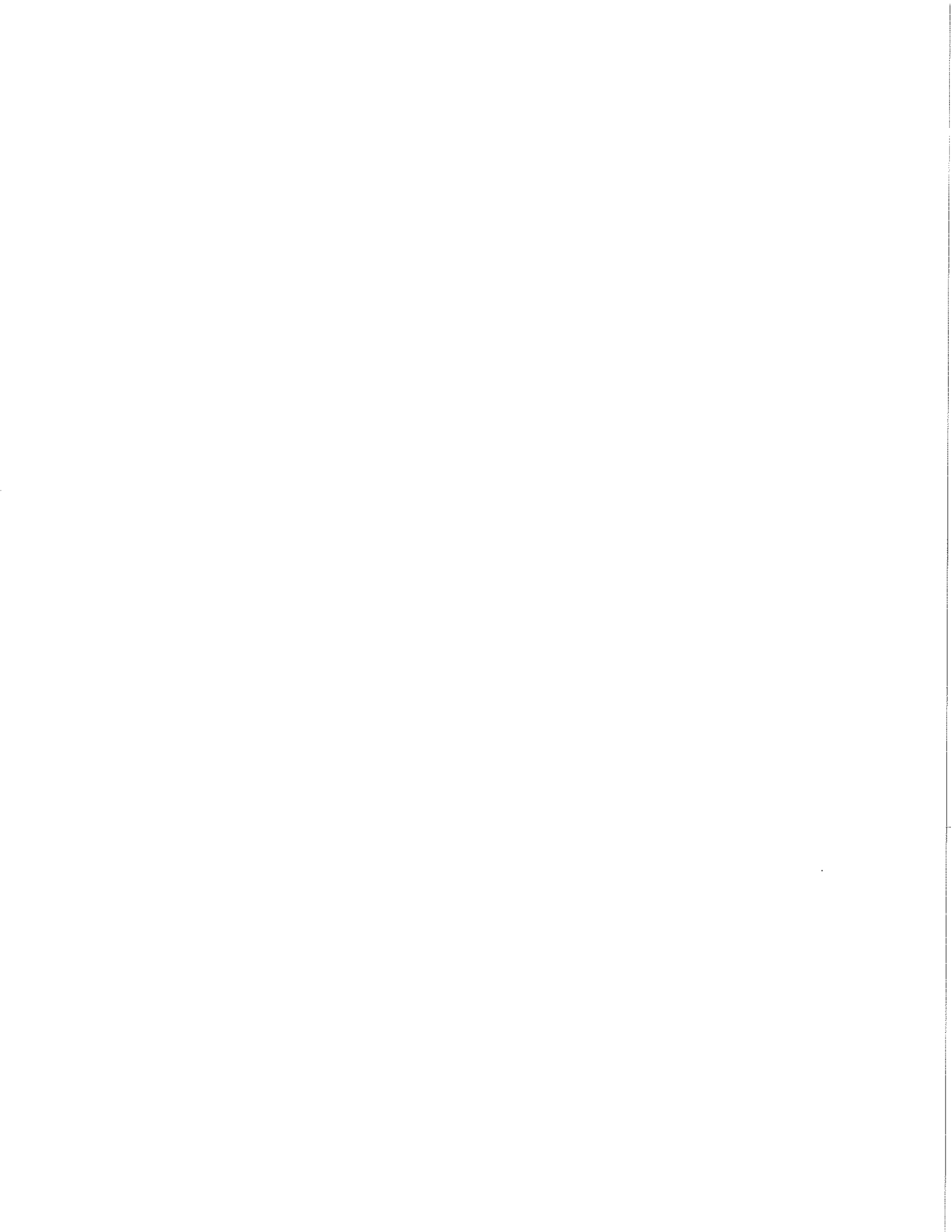
Telephone for conference call Y/N Click here to enter text.

Contact information:

Email address: Click here to enter text. Phone Number: Click here to enter text.

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS

Click here to enter text.



**AGENDA REQUEST FORM**  
[www.jeffersoncountywv.org](http://www.jeffersoncountywv.org)



Name: Eric Bell

Department or Organization: Jefferson County Commission

Estimation of amount of time needed for appointment: 15 minutes

Date Requested – 1<sup>st</sup> Choice: **January 7, 2016**

*If a specific date is needed, please provide reason for specific date:*

Date Requested – 2<sup>nd</sup> Choice:

Subject (*Wording to be placed on agenda*): Resolution in Support of the Stepping Up Initiative to Reduce the Number of People with Mental Illnesses in Jails/Application to participate in the National Summit on Reducing the Prevalence of Individuals with Mental Illnesses in Jails

Please provide the County Commission with a description of your request or presentation, including any background information:

Is this a funding request? Y/N NO

If so, how much? \$

Provide exact financial impact/request:

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):

Attach supporting documents for request, or request may be denied.

If not attached, explain:

Is equipment needed? Projector Y/N Internet/Wi Fi Y/N Telephone for conference call Y/N

Contact information:

Email address:

Phone Number:

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable

**“Stepping Up to Reduce the Number of People with Mental Illnesses in Jails”**

WHEREAS, counties routinely provide treatment services to the estimated 2 million people with serious mental illnesses booked into jail each year;

WHEREAS, prevalence rates of serious mental illnesses in jails are three to six times higher than for the general public;

WHEREAS, almost three-quarters of adults with serious mental illnesses in jails have co-occurring substance use disorders;

WHEREAS, adults with mental illnesses tend to stay longer in jail, and, upon release, are at higher risk of recidivism than people without these disorders;

WHEREAS, county jails spend two to three times more on adults with mental illnesses that require interventions compared to those without these treatment needs;

WHEREAS, without the appropriate treatment and services, people with mental illnesses continue to cycle through the criminal justice system, often resulting in tragic outcomes for these individuals and their families;

WHEREAS, Jefferson County and all counties take pride in their responsibility to protect and enhance the health, welfare, and safety of its residents in efficient and cost-effective ways;

WHEREAS, through Stepping Up, the National Association of Counties, The Council of State Governments Justice Center, and the American Psychiatric Association Foundation are encouraging public, private, and non-profit partners to reduce the number of people with mental illnesses in jails.

NOW, THEREFORE, LET IT BE RESOLVED THAT THE JEFFERSON COUNTY COMMISSION does hereby sign on the Call to Action to reduce the number of people with mental illnesses in out county jail, commit to sharing lessons learned with other counties in my state and across country to support a national initiative and encourage all county officials, employees, and residents to participate in Stepping Up. We resolve to utilize the comprehensive resources available through Stepping Up to:

- Convene or draw on a diverse team of leaders and decision makers from multiple agencies committed to safely reducing the number of people with mental illnesses in jail;
- Collect and review prevalence numbers and assess individuals' needs to better identify adults entering jails with mental illnesses and their recidivism risk, and

use that baseline information to guide decision making at the system, program, and case levels;

- Examine treatment and service capacity to determine which programs and services are available in the county for people with mental illnesses and co-occurring substance use disorders, and identify state and local policy and funding barriers to minimizing contact with the justice system and providing treatment and supports in the community;
- Develop a plan with measurable outcomes that draws on the jail assessment and prevalence data and the examination of available treatment and service capacity, while considering identified barriers;
- Implement research-based approaches that advance the plan; and
- Create a process to track progress using data and information systems, and to report on successes.

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Jane Tabb, President

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Walt Pellish, Commissioner

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Patricia Noland, Vice President

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Eric Bell, Commissioner

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Dale Manuel, Commissioner

# THE STEPPING UP INITIATIVE

## Summit Application

### A National Summit as part of Stepping Up

In support of Stepping Up, the National Association of Counties (NACo), the Council of State Governments (CSG) Justice Center, and the American Psychiatric Association Foundation (APA Foundation) are hosting a National Summit on Reducing the Prevalence of Individuals with Mental Illnesses in Jails (National Summit). The National Summit will be held Sunday, April 17, 2016 – Tuesday, April 19, 2016 in Washington, D.C. Funding for the National Summit, including participants' costs, is provided by the American Psychiatric Association Foundation.

### Why you should attend

The National Summit provides an opportunity for county teams to create or advance the specificity and impact of county plans to reduce the prevalence of mental illness in jails by building on existing strengths and addressing system gaps. The National Summit will focus on key themes that have an impact on counties across the Nation. These themes include what drives the overrepresentation of people with mental illnesses in jails; what are evidence-based policies and practices for reducing these numbers; and what mechanisms counties can use to bring innovative programs to scale in their jurisdictions.

The National Summit will offer strategies, resources and materials to enhance plan development, implementation and monitoring to assist counties in taking action to reduce the number of people with mental illness in jails. Educational opportunities include:

- Informative plenaries from national experts
- Peer networking and learning opportunities
- Team planning sessions
- Breakout learning sessions from national and local subject matter experts

An agenda is forthcoming.

*Stepping Up will provide travel stipends for up to five team members from each selected county to participate in the Summit due to the generous support of the American Psychiatric Association Foundation. Stipends include hotel, roundtrip airfare, ground transportation to and from the hotel, and meals in accordance with The Council of State Governments Justice Center and federal government travel policy.*

## **Who should attend**

All teams, regardless of type, are required to include at least one county commissioner/supervisor and/or county executive, one jail administrator, and one behavioral health administrator. Please see the application for more information on team directors. The remaining optional team members can be selected at the applicant's discretion. Applicants may wish to include the following:

- Judge
- Law enforcement
- Psychiatrist
- Court administrator (courts representative)
- Prosecutor
- Defense attorney
- Criminal Justice Coordinator
- Community supervision representative
- Pretrial representative
- Reentry professional
- Person with mental illness
- Family member
- Advocate
- Researcher
- Municipal representative
- Faith-based organization representative
- State government agency leader
- Community based service provider
- County human services agency representative

## **Eligibility and Selection criteria**

The National Summit is open to all counties, regions, tribes, and unified states in the U.S. Applicants are asked to form teams to apply to attend the National Summit. Each team should include a maximum of five and a minimum of three total participants.

Strong applications will include teams representing high-level county decision-makers. The National Summit should enhance the county's planning at a systems level. In order to facilitate meaningful cross-systems planning, county team representatives should ideally be in positions of authority within their organizations and able to make key decisions on behalf of the organization.

Although not mandatory, priority consideration will be given to counties that have passed resolutions or proclamations related to Stepping Up or similar initiatives. If you have not already passed a resolution and would like to, please [download a template resolution](#). Once it is passed, please send the resolution or proclamation to [info@stepuptogether.org](mailto:info@stepuptogether.org). If you have already passed a resolution or proclamation, please submit it as soon as possible. A list of counties that have submitted resolutions is included on the [Stepping Up website](#).

Counties will be selected based on the above criteria, as well as their responses to the application questions.

## Application process and deadlines

The application deadline has been extended to **January 15, 2016 by 11:59 p.m. EST.**

Counties will be selected based on an application review by staff from the National Association of Counties, The Council of State Governments Justice Center, and The American Psychiatric Association Foundation. County teams will be notified via email by January 22, 2016. Please contact [info@stepuptogether.org](mailto:info@stepuptogether.org) with any questions regarding the National Summit, application, and Stepping Up.

Next »



# THE STEPPING UP INITIATIVE

## County Information

Name of County

(or composition of regional county, tribe, partnership or state)

State\*

Population of county/region\*

Please refer to the [U.S. Census Bureau](#) for the population of your county.

Are you a NACo member?\*

Yes  No  Not Sure

## Instructions for Team Director and Team Members

The Team Director is the main point of contact responsible for engaging with the Stepping Up project team and assembling any additional information that is requested ahead of time. The role of team director must be filled by one of the five team members attending the Summit and should be positioned to bring the county team together post-Summit to operationalize next steps in the county plan and move systems change forward.

Each team should include a minimum of three and a maximum of five total participants, including the Team Director. Required team members are identified with an asterisk (\*). Strong applications will include teams representing high-level county decision-makers.

# Team Member #1: County Commissioner, Supervisor, or Executive \*

Name\*

Title\*

Office/Agency\*

Address\*



City

State

ZIP Code

Phone\*

Email\*

Is this the team director?\*

Yes  No

# Team Member #2: Jail Administrator/Sheriff \*

Name\*

Title\*

Office/Agency\*

**Address\***


City State ZIP Code

**Phone\***

**Email\***

**Is this the team director?\***

Yes  No

## Team Member #3: Behavioral Health Administrator/Director \*

**Name\***

**Title\***

**Office/Agency\***

**Address\***


City State ZIP Code

**Phone\***

**Email\***

**Is this the team director?\***

Yes No

## Team Member #4

This team member is optional. Do you need to add a fourth team member?

Yes  No

## Team Member #5

This team member is optional. Do you need to add a fifth team member?

Yes  No

## Demonstrating Needs

Counties that are just beginning to think about how to reduce the prevalence of adults with mental illnesses in their jails may find these questions more difficult to answer than counties that have been addressing these challenges for several years. There are no wrong answers; a county being in the beginning stages of thinking about these challenges will not affect your eligibility to participate in the Summit. These questions help ensure that there are a variety of counties with diverse needs that are in differing stages of process development and sophistication at the Summit. The information in your application will only be shared with the CSG Justice Center, APA Foundation, and NACo, and only for the purpose of selecting Summit participants.

All questions are required. Note: Answers are limited to 2,000 characters (approximately 300 words) unless otherwise stated.

**1. Please explain how and why you selected your team members for the National Summit.\***

2000/2000

**2. Why is your team interested in attending the National Summit?\***

2000/2000

**3. How will participation in the National Summit strengthen your county's efforts to reduce the number of people with mental illnesses in your jail? Please identify one or two specific goals that your county would like to accomplish.\***

2000/2000

**4. What activities (if any) has your county engaged in over the last year (or since you passed your Stepping Up resolution or proclamation) to help reduce the number of people with mental illnesses in your jail?\***

2000/2000

**5. If you have not passed a Stepping Up resolution or proclamation, are you interested in doing so? Why or why not?\***

2000/2000

## Summit Priorities

Please rank your team's learning priorities for the National Summit (1 is greatest priority, 6 is lowest priority):

**Convening a diverse team of leaders\***

**Collecting and reviewing prevalence numbers and assessing individuals' needs\***

**Examining treatment and service capacity\***

**Developing a plan**

**Identifying and implementing research-based approaches\***

**Creating a process to track progress\***

**Other priority**

## Information Sharing Agreement

Opt-in to share information about your efforts to reduce the prevalence of adults with mental illnesses in your jails. NACo, APA Foundation, and the CSG Justice Center are always looking to learn about and share your great work with other counties around the nation, particularly through webinars, newsletter articles, and conferences. Checking this box does not obligate you to any next steps; it indicates that you are willing to be contacted by the Stepping Up team (NACo, APA Foundation, and the CSG Justice Center) who may contact you to learn details regarding your efforts. Information will never be collected or shared in any capacity without your permission.

Yes, I will opt-in to share information with the Stepping Up team.

« Previous

Submit Application



**AGENDA REQUEST FORM**  
[www.jeffersoncountywv.org](http://www.jeffersoncountywv.org)

Name: **Sandy McDonald, Deputy County Administrator**

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment:

Date Requested – 1<sup>st</sup> Choice: **January 7, 2016**

*If a specific date is needed, please provide reason for specific date:* Click here to enter text.

Date Requested – 2<sup>nd</sup> Choice: Click here to enter text.

Subject (*Wording to be placed on agenda*): **Notice for the 2016 Board of Review and Equalization Notice - Discussion/Action**

Please provide the County Commission with a description of your request or presentation, including any background information:

Is this a funding request? Y/N Click here to enter text.

If so, how much? \$Click here to enter text.

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):

**Motion to approve the Board of Review and Equalization Notice for the purpose of reviewing and equalizing assessments for the tax year 2016 and to authorize staff to advertise the notice**

Attach supporting documents for request, or request may be denied.

If not attached, explain: Click here to enter text.

Is equipment needed? Projector Y/N Click here to enter text. Internet/Wi Fi Y/N Click here to enter text.

Telephone for conference call Y/N Click here to enter text.

Contact information:

Email address: Click here to enter text. Phone Number: Click here to enter text.

**FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS**

Click here to enter text.

**NOTICE  
Board of Review and  
Equalization**

The County Commission of Jefferson County will convene as a Board of Review and Equalization in the County Commission Courtroom at the Courthouse of said County, 100 E. Washington Street, Charles Town, WV on Thursday, January 28, 2016, at 1:30 p.m., for the purpose of reviewing and equalizing assessments returned by the Assessor of Jefferson County for the tax year 2016.

If you disagree with your appraisal, you may appeal by filing a written petition for an informal review with your county Assessor within eight (8) business days of receiving your Notice of Increase in Assessment.

Please be advised that questions of property tax class changes or late filing requesting of farm use valuation shall not be addressed.

The Jefferson County Commission will continue to sit as a Board of Review and Equalization in February, 2016 and hold hearings at the Courthouse of said County, 100 E. Washington Street, Charles Town, WV on the following dates and times:

Tuesday	February 2, 2016	1:30 p.m.
Thursday	February 4, 2016	1:30 p.m.
Tuesday	February 9, 2016	1:30 p.m.
Thursday	February 11, 2016	1:30 p.m.
Tuesday	February 16, 2016	1:30 p.m.

Persons wishing to appear before the Commission should apply with the Assessor's office no later than Friday, February 12, 2016 in order to complete the proper forms and to schedule a hearing date prior to the planned final hearing date of Tuesday, February 16, 2016.

In the alternative, you may also request an appeal by filing a written protest with the Clerk of the County Commission no later than February 19, 2016, indicating you wish your protest to be heard by the County Commission sitting as a Board of Assessment Appeals in October, 2016. If the Board of Review and Equalization has adjourned sine die before February 19, 2016, and a request to have your protest heard by the Board of Assessment Appeals is filed no later than February 19, 2016 with the Clerk of the County Commission, your appeal will be heard by the County Commission sitting as a Board of Assessment Appeals in October, 2016.

Given under my hand this 7<sup>th</sup> day of January, 2016.

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JENNIFER MAGHAN, COUNTY CLERK

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
January 2016					1 Holiday	2
					3	4
10	11	12	13	14	15	16
17	18 Holiday	19	20	21	22	23
24	25	26	27	28	29	30
31						

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<h1>February 2016</h1>						
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15 Holiday	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

**AGENDA REQUEST FORM**  
[www.jeffersoncountywv.org](http://www.jeffersoncountywv.org)



Name: Michelle Pombo, Finance Director

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment: 15 minutes

Date Requested – 1<sup>st</sup> Choice: **January 7, 2016**

*If a specific date is needed, please provide reason for specific date:*

Date Requested – 2<sup>nd</sup> Choice:

Subject (*Wording to be placed on agenda*):

Approval of 2016 State Budget Revision #4

Approval of 2016 Internal Budget Revisions #1 & #2

Please provide the County Commission with a description of your request or presentation, including any background information:

Is this a funding request? Y/N NO

If so, how much? \$N/A

Provide exact financial impact/request: N/A

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):

- Motion to accept State Budget Revision Number 4 of General Fund

Attach supporting documents for request, or request may be denied.

If not attached, explain:

Is equipment needed? Projector Y/N NO Internet/Wi Fi Y/N NO Telephone for conference call Y/N NO

Contact information:

Email address:

Phone Number:

**FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION**

not applicable



## JEFFERSON COUNTY COMMISSION

124 East Washington Street, P.O. Box 250, Charles Town, WV 25414

Phone: (304) 728-3284 Fax: (304) 725-7916

Web: [www.jeffersoncountywv.org](http://www.jeffersoncountywv.org)

To: Jefferson County Commission  
From: Michelle Pombo, Finance Director  
Date: December 30, 2015  
Subject: FY16 Budget Revisions

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### **State Budget Revision #4 (General Fund)**

On 10/29/2015, the Commission approved the use of Insurance Proceeds in the amount of \$10,950 from the totaled 2012 Dodge Charger for use in the purchase of a replacement vehicle for the Sheriff's Department. This entry establishes the budget for this action item.

### **Internal Budget Revision #1 (General Fund)**

- Funding was needed in the County Commission's Department budget to cover the cost of unanticipated court fees totaling \$200 by reducing the budget for Materials & Supplies.
- The GIS Department requested 2 internal transfers reducing Materials & Supplies by \$705 to cover unanticipated telephone activation fees (\$105) and to cover lodging and per diem for two (2) staff attending a State GIS conference in May 2016 (\$600).

### **Internal Budget Revision #2 (General Fund)**

- On 12-17-2015, the Commission approved the transfer of \$25,500 from wages & benefits to capital outlay for a vehicle purchase (3<sup>rd</sup> vehicle).
- This internal budget revision also relates to State Budget Revision #4 (above). On 10-29-2015 the Commission approved the transfer of \$16,000 originally approved for the purchase of bullet proof vests for use toward the purchase of a replacement vehicle for cruiser involved in auto accident (4th vehicle).

If you have questions, please call me at extension 1008.

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

**2016**  
 FY **1**  
 FUND **4**  
 REV. NO. **1 of 1**  
 PG. OF NO.

Jefferson County Commission  
 GOVERNMENT ENTITY

Person To Contact Regarding  
 Budget Revision: **Michelle Pombo**  
 Phone: **304-728-3284 ext 1008**  
 Fax: **304-725-7916**

P.O. Box 250  
 STREET OR PO BOX  
 Charles Town 25414  
 CITY ZIP CODE

COUNTY  
 Government Type

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
385	Gain/Loss on Sale of Fixed Assets		10,950		10,950
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Revenues (ALL PAGES) 10,950

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	3,521,034	10,950		3,531,984
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Expenditures 10,950

APPROVED BY THE STATE AUDITOR  
 BY: \_\_\_\_\_ Date \_\_\_\_\_  
 Director, Local Government Services Division

AUTHORIZED SIGNATURE OF ENTITY \_\_\_\_\_ APPROVAL DATE \_\_\_\_\_

RESOLUTION

At a regular session of the Jefferson County Commission, held on the 7th day of January 2016, the following Order was made and entered:

SUBJECT: The revision of the Levy Estimate (Budget) for the County of Jefferson. The following resolution was offered.

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices, the Jefferson County Commission does hereby direct that the budget be revised as shown on budget revision number #4 to the General County Fund, 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 was as follows:

Dale Manuel	_____
Jane Tabb	_____
Patsy Noland	_____
Walter Pellish	_____
Eric Bell	_____

Whereupon, Commissioner Tabb 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 Jane Tabb, President of the Jefferson County Commission, is authorized to affix her signature to the attached "Request for Revision to Approved Budget" to be sent to the State Auditor for approval.

\_\_\_\_\_  
Jane Tabb, President  
Jefferson County Commission

Jefferson County Commission  
Budget Revision #4 of General Fund FY16

Date: 12/29/2015

Description	GL acct	Increase	Decrease
Gain/Loss on Sale of Fixed Asset	001-385-MM-000	10,950	WVCORP insurance proceeds 2012 Dodge Charger
Law Enf Capital Outlay	001-700-04-459-000-CP-000	10,950	Insurance Proceeds applied toward a replacement vehicle
Total		21,900	-

10-29-15 Joe Approved minutes

P.1 of 2

David Tabb, resident – voiced his frustrations with the Commission concerning the flag display issue, among other things.

Paul Rosa, resident – spoke in support of the Resolution for the December 12<sup>th</sup> school levy, urging citizens to inform themselves about the levy and also provide their support.

### PRESENTATIONS

1. Angie Banks, Assessor – requested the approval of the following Exonerations:

NAME	TYPE	DISTRICT	TICKET #	AMOUNT
Jason Kowalski	RE	CTC	8620	\$79.91

- Motion by Ms. Noland to approve the Exoneration as presented by the Assessor. Motion seconded and unanimously approved.

NAME	TYPE	DISTRICT	TICKET #	AMOUNT
Lawrence W. Ring, III	RE	Middleway	22616	\$89.51

- Motion by Ms. Noland to approve the Exoneration as presented by the Assessor. Motion seconded and unanimously approved.

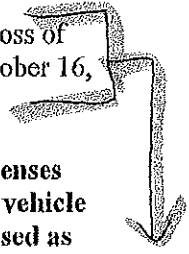
NAME	TYPE	DISTRICT	TICKET #	AMOUNT
Lawrence W. Ring	RE	Middleway	22615	\$103.65

- Motion by Ms. Noland to approve the Exoneration as presented by the Assessor. Motion seconded and unanimously approved.

2. Pete Dougherty, Sheriff - requested the following:

- a. Transfer of \$16,000 in Capital Expenses that has been previously identified for vests and allow it to be used for vehicle purchases;

- b. Allow the Sheriff to either sell or trade in a 2010 Jeep currently used as an undercover vehicle and use the proceeds to either reduce costs or use the money for vehicles;
  - c. Allow the Sheriff to have the proceeds of the settlement for the total loss of Sgt. Boyce's vehicle that was totaled as a result of an accident on October 16, 2015;
  - **Motion by Mr. Bell to approve the transfer of \$16,000 in Capital Expenses that had been previously marked for vests and allow it to be used for vehicle purchases; allow the Sheriff to sell or trade the 2010 Jeep currently used as an undercover vehicle and use the proceeds towards the purchase of new vehicles; and allow the Sheriff to retain the proceeds of the settlement for the total loss of Sgt. Boyce's vehicle which was totaled as a result of an accident on October 16, 2015. Motion seconded and unanimously approved.**
  - d. Provide an additional \$16,000 into the Sheriff's Capital Expenses to be used for vehicle purchases.
    - It was the consensus of the Commission to postpone action on this request until the Commission was made aware of the amount of the settlement for the loss of Sgt. Boyce's vehicle.
3. Chris Brosan, The Humane Society of the United States, and Denise Lambiotte, Jefferson County Animal Control Supervisor – requested the Commission establish Commercial Breeder License Fees in Jefferson County.
- **Motion by Mr. Pellish to task the County Administrator with researching whether an ordinance needs to be developed to set the fees for Commercial Breeding Licenses. Motion seconded and unanimously approved.**
4. Decision for a Resolution supporting an adequate Purse Fund sufficient to sustain year-round, live thoroughbred horse racing at the Hollywood Casino at Charles Town Races.
- **Motion by Mr. Bell to remove "adequate" from the last paragraph of the Resolution. Motion seconded.**
  - **Motion by Mr. Pellish to reaffirm the Resolution passed in January of 2015. Motion seconded.**
  - **Motion by Ms. Noland to postpone action on this item until Thursday, November 19, 2015 and to direct the County Administrator to work with the HBPA to craft a Resolution the Commission can support. Motion seconded and unanimously approved.**



\$10,950  
ins  
proceeds  
approved



AGENDA REQUEST FORM  
[www.jeffersoncountyv.wv.org](http://www.jeffersoncountyv.wv.org)



Name: Peter Dougherty

Department or Organization: JCSO

Estimation of amount of time needed for appointment: 5 min

Date Requested -- 1<sup>st</sup> Choice: 10/29/15  
If a specific date is needed, please provide reason for specific date:

Date Requested -- 2<sup>nd</sup> Choice:

Subject (Wording to be placed on agenda): Replacement Vehicle

Please provide the County Commission with a description of your request or presentation, including any background information: Pursuant to the outcome of my prior appearance on this matter, I am returning to you with the requested information in reference to the insurance payout (\$10,950.00) and am renewing my request for an additional \$16,000.00 to aid in the purchase of a replacement vehicle.

Is this a funding request?  Y  
If so, how much? \$16,000.00

Recommended motion (Please type out the wording of the motion that you would like the Commission to approve): I move to approve the distribution of \$16,000 to aid in funding the purchase of a replacement vehicle.

Attach supporting documents for request, or request may be denied.  
If not attached, explain:

Is equipment needed? Projector  Y Internet/Wi Fi  Y Telephone for conference call  Y

Contact Information:  
Email address: pdougherty@jcsdvw.com Phone Number: 304-728-3205

FOR COMMISSION STAFF USE ONLY - FINANCIAL IMPACT/COMMENTS

Click here to enter text.



Received

DEC 02 2015

Jefferson County Commission  
Attn: Sally Gran  
P.O. Box 250  
Charles Town, WV 25414

Jefferson County Commission

November 19, 2015


RE: Claim# WV0192015003579  
Our Member: Jefferson County Commission  
Date of loss: 10/16/15

Dear Sally,

Enclosed is the check in the amount of \$10,950.00 for total loss of your 2012 Dodge Charger involved in an accident on 10/16/15. I am pursuing subrogation against the responsible party and if we recover the money we paid out I will reimburse you your deductible. Please forward the title to me and have it signed as the seller.

Please call me if any questions.

Sincerely,



Mike Paplomatas, Claims Specialist

FIRST CITIZENS BANK

WYCORP CLAIMS  
1315 Franklin Road SW  
ROANOKE, VA 24016-4607  
PH. 540-345-8500

68-183/514

412

PAY TO THE ORDER OF Ten Thousand Nine Hundred Fifty and 00/100 Dollars\*\*\*\*\*

DATE	CHECK NO.
11/19/2015	16247
AMOUNT	
\$ **10,950.00**	

Jefferson County Commission  
P.O. Box 250  
Charles Town, WV 25414

*Steve L. Rawlings*

AUTHORIZED ACCOUNT SIGNER  
TWO SIGNATURES REQUIRED OVER \$30,000

SECURITY FEATURES INCLUDED. DETAILS ON BACK

⑈ 16 24 7 ⑈ ⑆ 0 5 1 4 0 1 8 3 6 1 0 0 8 9 2 4 8 5 1 7 6 8 ⑈

REMITTANCE STATEMENT - PLEASE DETACH BEFORE DEPOSITING

Description	From Date	To Date	Invoice #	Invoice Amt	Amount
Auto Collision	11/18/2015	11/18/2015		\$11,950.00	\$10,950.00

Claim Number: WV0192015003579 Claimant: Jefferson County Commission Payee: Jefferson County Commission  
Check Number: 16247 Total Check Amt: \$10,950.00 Event Date: 10/16/2015 Department: 019 Jefferson County Commission  
Date of Check: 11/19/2015  
Memo: 2012 Dodge Charger Total loss  
Enclosure

*Deposit to G/L A/C 001.385.m.m.000  
Gain/Loss on FA  
UNP  
Copy to Sally Gran ✓*



BUDGETING/ACCOUNTS		Transaction Detail - INQUIRY		PAGE		
File Edit Functions Help Tools		Account No: 00140102229000GG000		CO COMM COURT COSTS		
12/29/2015 12:41 PM		Post Period: [ ] [ ]				
Exit	Trans Type	VR	Voucher No	TABB2015	Distribution No	001
Clear	P.O. No		Dist			
Previous	Vendor	20207	STATE OF WEST VIRGINIA			
	Account No	00140102229000GG000	CO COMM COURT COSTS			
	Project No		Task	Cost Code		
	Invoice No	TABB2015	Invoice Date	10/14/2015	Post Period	10/2015
	Cash Code	BC001	Check Number	075207	Check Date	10/15/2015
	Expend. Amt	200.00	1099 Box		Check Amt	200.00
	Description	APPEAL OF TABB V. CO COMMS ←			Select Code	P
	Pay Due Date	10/15/2015	Discount Date	/ /		
	Discount Amt		Liquidation Amount			
	Batch Number	6715	Journal Ref. Number	06631		
	Payee Vendor	20207	STATE OF WEST VIRGINIA			
Enter	Budget Trans Hist	Encumb Trans Hist	Fiscal Balance	G/L Trans Hist	Period Balances	
				Fileset: A	BAI71S-7	

Court costs for Flag Case appeal not budgeted for & unanticipated. Use mat / supp transfer to cover budget.

W. Powers

## Michelle Pombo

---

**From:** Todd Fagan <tfagan@jeffersoncountywv.org>  
**Sent:** Wednesday, December 23, 2015 10:46 AM  
**To:** mpombo@jeffersoncountywv.org  
**Cc:** wschutz@jeffersoncountywv.org  
**Subject:** 433 GIS internal budget transfer request

Ms. Pombo,

Please move \$105 from Mat'ls & Supplies 433-03-341 to Telephone 433-02-211 to cover unanticipated new phone activation fee.

And move \$600 from Mat'ls & Supplies 433-03-341 to Travel 433-02-214 to cover lodging and per diem for two staff attending State GIS conference in Morgantown next May.

Thank you,

Todd

Todd Fagan, GISP  
GIS/Addressing Office Director  
Jefferson County Commission  
116 E. Washington St. Suite 201  
Charles Town, WV 25414  
Office: 304.728.6679  
Fax: 304.724.8992  
[tfagan@jeffersoncountywv.org](mailto:tfagan@jeffersoncountywv.org)



10-29-15 Joe Approved minutes  
p.1 of 2

David Tabb, resident – voiced his frustrations with the Commission concerning the flag display issue, among other things.

Paul Rosa, resident – spoke in support of the Resolution for the December 12<sup>th</sup> school levy, urging citizens to inform themselves about the levy and also provide their support.

**PRESENTATIONS**

1. Angie Banks, Assessor --- requested the approval of the following Exonerations:

NAME	TYPE	DISTRICT	TICKET #	AMOUNT
Jason Kowalski	RE	CTC	8620	\$79.91

- Motion by Ms. Noland to approve the Exoneration as presented by the Assessor. Motion seconded and unanimously approved.

NAME	TYPE	DISTRICT	TICKET #	AMOUNT
Lawrence W. Ring, III	RE	Middleway	22616	\$89.51

- Motion by Ms. Noland to approve the Exoneration as presented by the Assessor. Motion seconded and unanimously approved.

NAME	TYPE	DISTRICT	TICKET #	AMOUNT
Lawrence W. Ring	RE	Middleway	22615	\$103.65

- Motion by Ms. Noland to approve the Exoneration as presented by the Assessor. Motion seconded and unanimously approved.

2. Pete Dougherty, Sheriff - requested the following:

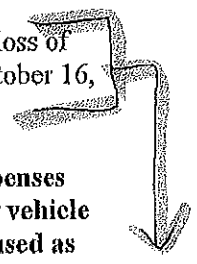
- a. Transfer of \$16,000 in Capital Expenses that has been previously identified for vests and allow it to be used for vehicle purchases;

Budget Already in A/c 001.700.04.459. 000.CP.000 for \$16K no entry needed project budget transfer only

b. Allow the Sheriff to either sell or trade in a 2010 Jeep currently used as an undercover vehicle and use the proceeds to either reduce costs or use the money for vehicles;

c. Allow the Sheriff to have the proceeds of the settlement for the total loss of Sgt. Boyce's vehicle that was totaled as a result of an accident on October 16, 2015;

• Motion by Mr. Bell to approve the transfer of \$16,000 in Capital Expenses that had been previously marked for vests and allow it to be used for vehicle purchases; allow the Sheriff to sell or trade the 2010 Jeep currently used as an undercover vehicle and use the proceeds towards the purchase of new vehicles; and allow the Sheriff to retain the proceeds of the settlement for the total loss of Sgt. Boyce's vehicle which was totaled as a result of an accident on October 16, 2015. Motion seconded and unanimously approved.



\$10,950 ins proceeds approved

d. Provide an additional \$16,000 into the Sheriff's Capital Expenses to be used for vehicle purchases.

o It was the consensus of the Commission to postpone action on this request until the Commission was made aware of the amount of the settlement for the loss of Sgt. Boyce's vehicle.

3. Chris Brosan, The Humane Society of the United States, and Denise Lambiotte, Jefferson County Animal Control Supervisor – requested the Commission establish Commercial Breeder License Fees in Jefferson County.

• Motion by Mr. Pellish to task the County Administrator with researching whether an ordinance needs to be developed to set the fees for Commercial Breeding Licenses. Motion seconded and unanimously approved.

4. Decision for a Resolution supporting an adequate Purse Fund sufficient to sustain year-round, live thoroughbred horse racing at the Hollywood Casino at Charles Town Races.

• Motion by Mr. Bell to remove "adequate" from the last paragraph of the Resolution. Motion seconded.

• Motion by Mr. Pellish to reaffirm the Resolution passed in January of 2015. Motion seconded.

• Motion by Ms. Noland to postpone action on this item until Thursday, November 19, 2015 and to direct the County Administrator to work with the HBPA to craft a Resolution the Commission can support. Motion seconded and unanimously approved.



AGENDA REQUEST FORM  
[www.jeffersoncountylv.org](http://www.jeffersoncountylv.org)



Name: Peter Dougherty

Department or Organization: JCSO

Estimation of amount of time needed for appointment: 5 min

Date Requested - 1<sup>st</sup> Choice: 10/29/15  
If a specific date is needed, please provide reason for specific date:

Date Requested - 2<sup>nd</sup> Choice:

Subject (Wording to be placed on agenda): Replacement Vehicle

Please provide the County Commission with a description of your request or presentation, including any background information: Pursuant to the outcome of my prior appearance on this matter, I am returning to you with the requested information in reference to the insurance payout (\$10,950.00) and am renewing my request for an additional \$16,000.00 to aid in the purchase of a replacement vehicle.

Is this a funding request?  Y  
If so, how much? \$16,000.00

Recommended motion (Please type out the wording of the motion that you would like the Commission to approve): I move to approve the distribution of \$16,000 to aid in funding the purchase of a replacement vehicle.

Attach supporting documents for request, or request may be denied.  
If not attached, explain:

Is equipment needed? Projector  Y Internet/WiFi  Y Telephone for conference call  Y

Contact information:  
Email address: pdougherty@jcsdvw.com Phone Number: 304-728-3205

FOR COMMISSION STAFF USE ONLY - FINANCIAL IMPACT/COMMENTS

Click here to enter text.

b. Replacement Vehicle – Sheriff Dougherty returned to the Commission to provide an update on an insurance payout for a totaled vehicle within the Sheriff's department and renew his request for an additional \$16,000 to aid in the purchase of a replacement vehicle.

- Motion by Mr. Manuel to approve the distribution of \$16,000.00 to aid in funding the purchase of a replacement vehicle within the Sheriff's department. Motion seconded.
- Motion by Mr. Manuel to postpone decision on this item until receiving more information from the County Financial Director regarding the balance of the Contingency Fund.
- Motion by Mr. Manuel to approve the distribution of \$16,000 from the Contingency Fund to aid in funding the purchase of a replacement vehicle within the Sheriff's department. Motion seconded but fails on a vote of 0-5 with all Commissioners opposing.

\$16K  
from  
Contingency  
Fund  
NOT  
Approved

c. Grant Application -- Sheriff Dougherty notified the Commission he plans to apply for a Homeland Security Grant in the amount of \$31,350 that will help offset the costs of properly outfitting the Special Response Team.

- Motion by Ms. Noland to approve the application for grant funds to purchase equipment for the JCSO Special Response Team and approve the Commission President to sign the application and any and all associated documents. Motion seconded and unanimously approved.

3. Patsy Noland, Commission Vice President – provided the Commission and the audience with an informational discussion and clarification of Jefferson County Public Service District projects and issues.
4. Interviews and Appointment to the Jefferson County Public Service District Board – one six-year term ending December 1, 2021.
  - Ms. Tabb offered her nomination for Mr. Marty Kable. Mr. Kable received two votes -- one from Ms. Tabb, one from Ms. Noland.
  - Mr. Bell offered his nomination for Mr. Peter Appignani. Mr. Appignani received three votes – one from Mr. Bell, one from Mr. Manuel, and one from Mr. Pellish.
  - After receiving the majority vote, Peter Appignani was appointed to the Jefferson County Public Service District for one six-year term ending December 1, 2021.



AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Pete Dougherty

Department or Organization: JCSO

Estimation of amount of time needed for appointment: 5 min

Date Requested -- 1st Choice:

If a specific date is needed, please provide reason for specific date:

Date Requested -- 2nd Choice:

Subject (Wording to be placed on agenda): Transfer of Funds

Please provide the County Commission with a description of your request or presentation, including any background information: I would like to transfer \$25,500 in available funds from Salary and Wages 700-01-103 to Auto Supplies 700-03-343 to cover the price of the replacement vehicle.

Is this a funding request? Y/N NO

If so, how much? \$

Provide exact financial impact/request:

Recommended motion (Please type out the wording of the motion that you would like the Commission to approve):

I move to approve the transfer of funds as requested.

Attach supporting documents for request, or request may be denied.

If not attached, explain:

Is equipment needed? Projector Y/N Internet/WIFI Y/N Telephone for conference call Y/N

Contact Information:

Email address: pdougherty@jcsd.wv.gov Phone Number: 304 725 3205

FOR COMMISSION STAFF USE ONLY -- FINANCIAL IMPACT/RECOMMENDATION

not applicable

Dec 17 2015 JCC draft minutes

- **Motion by Mr. Bell to reimburse Robert Barrat in the amount of \$10.00 for excess copying costs. Motion seconded and unanimously approved.**
  
- b. Recommendation from the Planning Commission to the County Commission to amend various sections of the Zoning and Land Development Ordinance (File # ZTA 15-02) and the Subdivision and Land Development Regulations (File #STA15-04) regarding permitting Campgrounds in certain Rural and Commercial Zoning Districts.
  - **Motion by Mr. Manuel to schedule a public hearing to receive input on the proposed redlined edits to the Jefferson County Zoning Ordinance (File #ZTA 15-02) and proposed redlined edits to the Jefferson County Subdivision Regulations (File #STA15-04) regarding permitting campgrounds in rural and commercial zoning districts at a date yet to be determined.**
  
- 5. The Commission recessed for break at 10:45 am  
The Commission reconvened at 11:00 am.
  
- 6. Pete Dougherty, Sheriff
  - a. Transfer of Funds – Mr. Dougherty requested the transfer of \$25,500 in available funds from Salary and Wages (700-01-103) to Auto Supplies (700-03-343) to cover the price of a replacement vehicle.
    - **Motion by Mr. Manuel to approve the transfer of funds as presented by the Sheriff. Motion seconded and unanimously approved.**
  
  - b. Appointment of Special Deputy
    - **Motion by Ms. Noland to appoint Mason Carter as a special deputy for limited purposes related to his job duties and as outlined in a separate memorandum of understanding. Motion seconded and unanimously approved.**
  
- 7. Bill Polk, Director of Maintenance – requested the approval of employment for two custodial/janitorial vacancies.
  - **Motion by Mr. Manuel to approve the employment of Julia Lewis and Linda Nicodemus as custodial staff within the Maintenance Department at a Step A, Grade II. Motion seconded and unanimously approved.**
  
- 8. Nathan Cochran, Assistant Prosecuting Attorney – provided the Commission with a legal update on the following cases:

Approved the transfer of \$25,500 from PR4 Benefits vacancy savings to capital Outlay Exp.

**AGENDA REQUEST FORM**  
[www.jeffersoncountywv.org](http://www.jeffersoncountywv.org)



Name: Michelle Pombo, Finance Director

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment: 30 minutes

Date Requested – 1<sup>st</sup> Choice: **December 17, 2015**

*If a specific date is needed, please provide reason for specific date:*

Date Requested – 2<sup>nd</sup> Choice: January 7, 2016

Subject (*Wording to be placed on agenda*):

Review of Budget to Actual as of November 30, 2015

Please provide the County Commission with a description of your request or presentation, including any background information:

Is this a funding request? Y/N NO

If so, how much? \$N/A

Provide exact financial impact/request: N/A

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):

Attach supporting documents for request, or request may be denied.

If not attached, explain:

Is equipment needed?      Projector    Y/N NO      Internet/Wi Fi    Y/N NO      Telephone for conference call    Y/N NO

Contact information:

Email address:

Phone Number:

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable

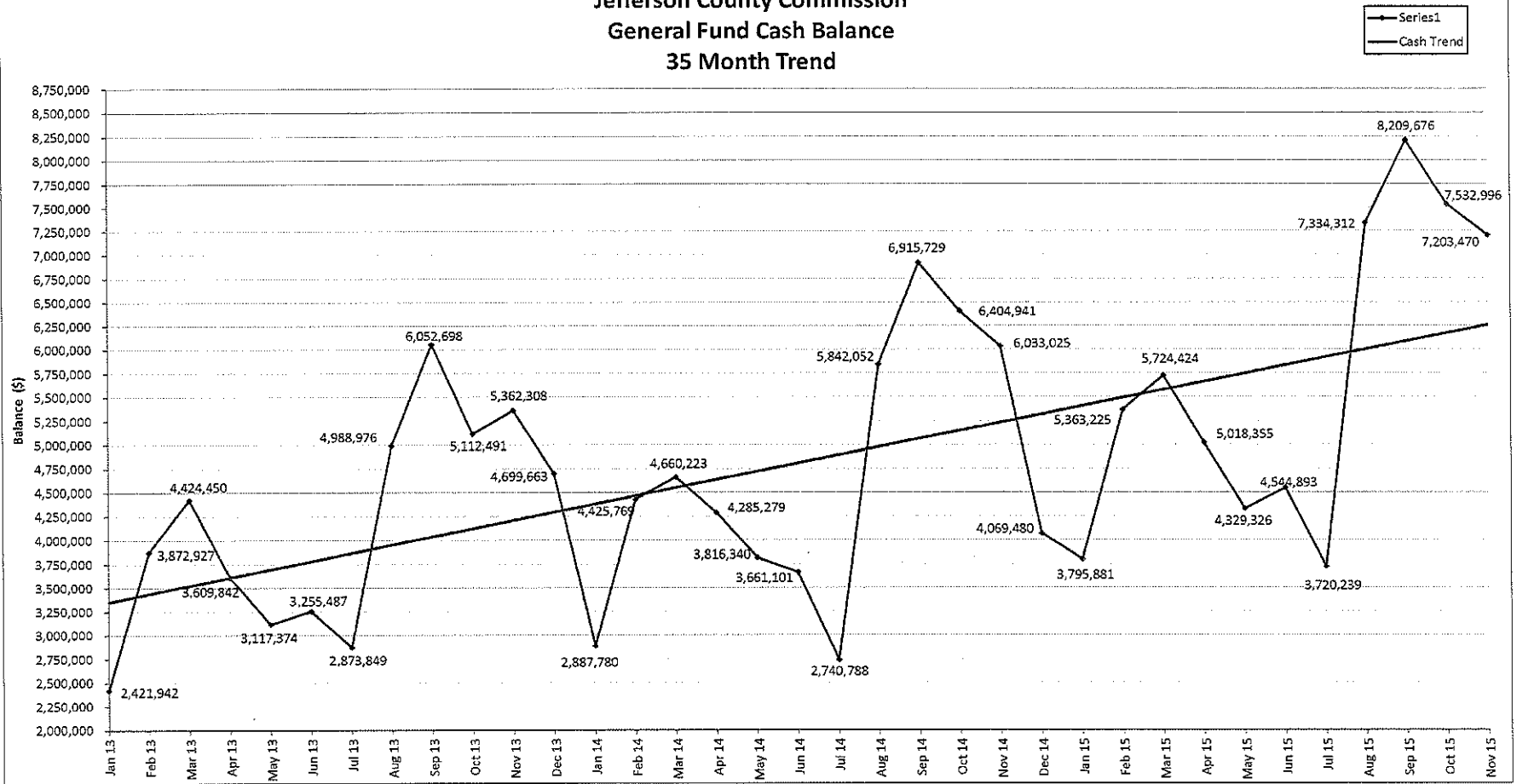
# Jefferson County Commission

## Cash Balances by Fund

As of 11-30-2015

Fund	Discription	Balance
001	General Operating	\$ 7,203,470
002	Coal Severance	63,255
003	Dog & Kennel	26,523
004	General School	-
005	Magistrate Court	5,206
006	Worthless Check	30,645
008	Home Confinement	28,737
009	Federal Grants	-
010	State Grant	-
023	Flood Mitigation	34,959
039	Waste Coal	8,369
056	Assessor Valuation	522,507
057	Farmland Protection	55,460
059	Concealed Weapons	59,074
063	Voter Registration	203
074	Drug Forfeiture	13,428
075	Sub Division Bond Forfeiture	172
077	Teen Court	760
244	Bardane Public Health Center	63,680
246	Capital Outlay	4,339,385
247	Parks Land Fund	-
249	Impact Fees	1,970,838
315	State Police	60
369	Deputy Sheriff Retire	1
Total Cash all Funds		<u>\$ 14,426,732</u>

**Jefferson County Commission  
General Fund Cash Balance  
35 Month Trend**



Jefferson County Commission  
 FY16 General Fund Revenues and Expenditures  
 Compiled December 16, 2015  
 Expenditures by Department

	Budget				YTD Actual		
	FY16 YTD	Variance		FY15 YTD	FY16-FY15 Var		
	Actual	Favorable /	% Rec'd	Actual	Favorable /	% Rec'd	
FY16 Budget	as of 11/30/15	(Unfavorable)	/Exp'd	as of 11/30/14	(Unfavorable)	/Exp'd	
<b>REVENUE</b>							
UNENCUMBERED BALANCE	3,951,985	-	(3,951,985)	-	-	-	
AD VALOREM TAXES	12,582,514	7,306,552	(5,275,962)	58.07 %	7,015,852	290,700	4.14 %
TAX PENALTIES	295,000	199,044	(95,956)	67.47 %	202,375	(3,330)	(1.65) %
PROPERTY TRANSFER TAX	598,000	279,998	(318,002)	46.82 %	273,094	6,905	2.53 %
GAS & OIL SEVERANCE TAX	41,000	95,320	54,320	232.49 %	81,957	13,363	16.30 %
HORSE & DOG RACING TAX	12,686	5,782	(6,904)	45.58 %	5,953	(171)	(2.88) %
WINE & LIQUOR TAX	32,000	16,469	(15,531)	51.46 %	18,902	(2,434)	(12.87) %
HOTEL OCCUPANCY TAX	549,500	316,589	(232,911)	57.61 %	303,328	13,261	4.37 %
LICENSE/DECALS	65	38	(27)	58.46 %	22	16	72.73 %
BUILDING PERMIT FEES	200,000	12,671	(187,329)	6.34 %	93,186	(80,515)	(86.40) %
MISC. RENTS	131	126	(5)	96.18 %	124	2	1.61 %
FEDERAL GOV GRANTS	160,462	29,031	(131,431)	18.09 %	121,209	(92,178)	(76.05) %
FED PYMNT IN LIEU OF TAXS	11,676	516	(11,160)	4.42 %	11,676	(11,160)	(95.58) %
SHERIFF'S SRVC OF PROCESS	17,600	9,030	(8,570)	51.31 %	8,875	155	1.75 %
SHERIFF EARNINGS	30,000	8,980	(21,020)	29.93 %	14,417	(5,437)	(37.71) %
COUNTY CLERK'S EARNING	192,375	80,395	(111,980)	41.79 %	74,698	5,698	7.63 %
CIRCUIT CLERK'S EARNING	65,815	24,457	(41,358)	37.16 %	26,342	(1,884)	(7.15) %
PROSECUTING ATTY EARNINGS	1,278	362	(916)	28.34 %	613	(251)	(40.93) %
ACCIDENT REPORTS	3,500	1,850	(1,650)	52.86 %	1,790	60	3.35 %
MAP SALES	2,700	1,381	(1,319)	51.15 %	758	623	82.19 %
RENT - CONCESSIONS	47,400	11,850	(35,550)	25.00 %	19,350	(7,500)	(38.76) %
AMBULANCE FEES	675,000	650,000	(25,000)	96.30 %	375,000	275,000	73.33 %
EMG COMM - 911 FEE	1,760,000	625,538	(1,134,462)	35.54 %	673,682	(48,144)	(7.15) %
FRANCHISE FEES	400,000	226,643	(173,357)	56.66 %	105,398	121,245	115.04 %
IRP FEES-INTNATL REG PGM	8,000	9,754	1,754	121.93 %	3,639	6,115	168.07 %
JAIL FEES	95,000	97,813	2,813	102.96 %	96,912	901	0.93 %
INTEREST EARNED	20,290	12,960	(7,330)	63.88 %	10,483	2,477	23.63 %
MISCELLANEOUS REVENUE	100	16	(84)	15.59 %	145	(129)	(89.25) %
SHERIFF'S COMMISSION	15,000	11,563	(3,437)	77.09 %	11,619	(56)	(0.48) %
REIMBURSEMENTS	277,873	175,711	(102,162)	63.23 %	141,652	34,058	24.04 %
GEN SCHOOL FUND REIMB	250,000	81,144	(168,856)	32.46 %	120,953	(39,809)	(32.91) %
TRANS/ASSR VAL FUND	430,228	-	(430,228)	-	-	-	-
<b>TOTAL REVENUES</b>	<b>22,727,178</b>	<b>10,291,584</b>	<b>(12,435,594)</b>	<b>45.28 %</b>	<b>9,814,003</b>	<b>477,581</b>	<b>4.87 %</b>

<b>EXPENDITURES</b>							
COUNTY COMMISSION	1,753,199	725,175	1,028,024	41.36 %	713,902	(11,273)	(1.58) %
COUNTY CLERK	753,392	285,651	467,741	37.92 %	290,975	5,324	1.83 %
CIRCUIT CLERK	632,182	237,166	395,016	37.52 %	247,696	10,530	4.25 %
SHERIFF AND TREASURER	575,687	225,326	350,361	39.14 %	244,845	19,519	7.97 %
PROSECUTING ATTORNEY	1,799,740	686,512	1,113,228	38.15 %	692,720	6,208	0.90 %
ASSESSOR	526,372	218,287	308,085	41.47 %	232,881	14,594	6.27 %
ASSESSOR'S VALUATION FUND	430,228	167,716	262,512	38.98 %	180,068	12,352	6.86 %
STATEWIDE COMPUTER NET	63,100	13,547	49,553	21.47 %	-	(13,547)	-
AGRICULTURAL AGENT	129,461	45,555	83,906	35.19 %	47,239	1,684	3.56 %

Jefferson County Commission  
 FY16 General Fund Revenues and Expenditures  
 Compiled December 16, 2015  
 Expenditures by Department

	Budget				YTD Actual		
	FY16 YTD		Variance		FY15 YTD	FY16-FY15 Var	
	FY16 Budget	Actual as of 11/30/15	Favorable / (Unfavorable)	% Rec'd /Exp'd	Actual as of 11/30/14	Favorable / (Unfavorable)	% Rec'd /Exp'd
ELECTIONS COUNTY CLERK	336,434	66,404	270,030	19.74 %	162,144	95,740	59.05 %
MAGISTRATE COURT	1,000	772	228	77.17 %	330	(442)	(133.97) %
COURTHOUSE (MAINTENANCE)	1,130,004	444,160	685,844	39.31 %	422,887	(21,273)	(5.03) %
OTHER BUILDINGS	634,750	215,655	419,095	33.97 %	207,565	(8,090)	(3.90) %
DATA PROCESSING	335,993	91,687	244,306	27.29 %	69,215	(22,472)	(32.47) %
REGIONAL DEVELOPMENT AUTH	19,795	19,794	1	100.00 %	19,794	-	-
ECONOMIC DEVELOPMENT	429,155	177,344	251,811	41.32 %	212,041	34,697	16.36 %
GIS DEPT	246,674	89,680	156,994	36.36 %	90,447	768	0.85 %
PLANNING AND ZONING	315,787	115,438	200,349	36.56 %	137,847	22,409	16.26 %
ENGINEERING	769,844	292,202	477,642	37.96 %	286,566	(5,636)	(1.97) %
DEPT OF ZONING	149,360	57,538	91,822	38.52 %	28,078	(29,460)	(104.92) %
FINANCIAL STABILIZATION	2,106,758	-	2,106,758	-	-	-	-
CONTINGENCIES	2,094,886	-	2,094,886	-	-	-	-
SHERIFF LAW ENFORCEMENT	3,521,034	1,382,684	2,138,350	39.27 %	1,311,348	(71,336)	(5.44) %
SHERIFF SVC OF PROCESS	18,000	16,723	1,277	92.90 %	3,198	(13,525)	(422.92) %
REGIONAL JAIL	1,350,000	219,296	1,130,704	16.24 %	340,452	121,156	35.59 %
EMERGENCY SERVICES	274,197	93,298	180,899	34.03 %	84,485	(8,813)	(10.43) %
COMMUNICATIONS CENTER	1,991,164	677,037	1,314,127	34.00 %	771,111	94,074	12.20 %
FIRE DEPARTMENTS	420,000	260,000	160,000	61.90 %	200,125	(59,875)	(29.92) %
AMBULANCE AUTHORITY	2,123,312	1,374,531	748,781	64.74 %	1,098,781	(275,750)	(25.10) %
ANIMAL CONTROL	325,809	113,034	212,775	34.69 %	118,581	5,546	4.68 %
CENTRAL GARAGE	306,979	99,221	207,758	32.32 %	117,243	18,021	15.37 %
PARKS AND RECREATION	505,160	230,947	274,213	45.72 %	236,734	5,787	2.44 %
ARTS AND HUMANITIES	10,990	5,144	5,846	46.81 %	4,971	(173)	(3.48) %
HISTORICAL COMMISSION	15,900	7,617	8,283	47.91 %	7,361	(256)	(3.48) %
VISITOR'S BUREAU	275,110	128,602	146,508	46.75 %	124,278	(4,325)	(3.48) %
LIBRARIES	250,000	125,000	125,000	50.00 %	117,000	(8,000)	(6.84) %
PUBLIC TRANSPORTATION	10,275	5,138	5,138	50.00 %	5,138	-	-
SOLID WASTE AUTHORITY	-	-	-	-	1,500	1,500	100.00 %
<b>TOTAL EXPENDITURES</b>	<b>26,631,731</b>	<b>8,913,882</b>	<b>17,717,849</b>	<b>33.47 %</b>	<b>8,829,545</b>	<b>(84,337)</b>	<b>(0.96) %</b>
NET PRIOR TO GAMING REVENUE	(3,904,553)	1,377,702	(30,153,442)		984,458	393,244	39.95 %
TABLE GAMES	790,000	361,191	(428,809)	45.72 %	374,567	(13,375)	(3.57) %
VIDEO LOTTERY	3,114,553	1,724,956	(1,389,597)	55.38 %	1,698,569	26,387	1.55 %
NET REVENUE LESS EXPENDITURES	-	3,463,849	(31,971,848)		3,057,594	406,255	13.29 %

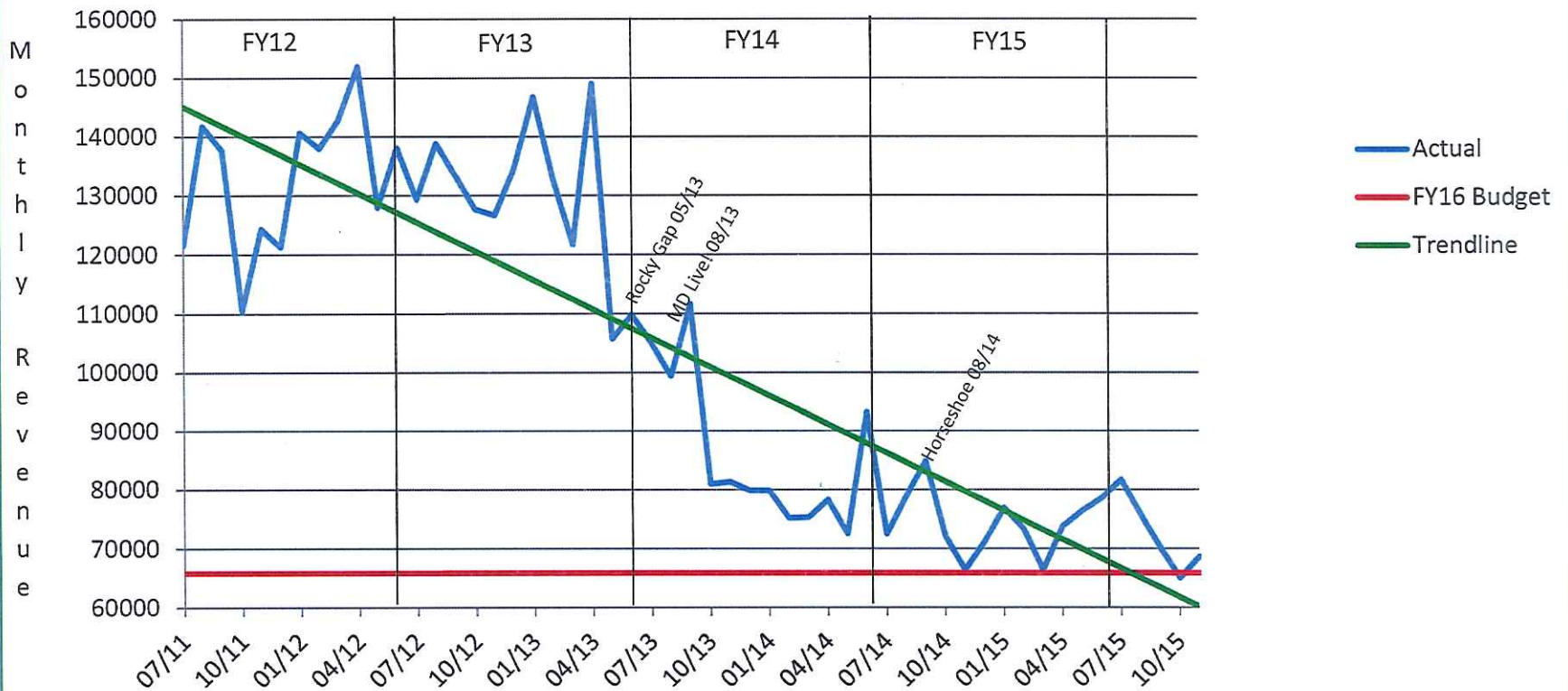
Jefferson County Commission  
 FY16 General Fund Revenues and Expenditures  
 Compiled December 16, 2015  
 General Fund Expenditures by Object Code

	FY16 YTD		Budget	% Rec'd /Exp'd	YTD Actual		
	Actual	Variance	FY15 YTD		FY16-FY15 Var	% Rec'd	
	FY16 Budget as of 11/30/15	Favorable / (Unfavorable)	Actual as of 11/30/14		Favorable / (Unfavorable)	% Rec'd /Exp'd	
<b>REVENUES</b>							
UNENCUMBERED BALANCE	3,951,985	-	(3,951,985)	-	-	-	-
AD VALOREM TAXES	12,582,514	7,306,552	(5,275,962)	58.07 %	7,015,852	290,700	4.14 %
TAX PENALTIES	295,000	199,044	(95,956)	67.47 %	202,375	(3,330)	(1.65) %
PROPERTY TRANSFER TAX	598,000	279,998	(318,002)	46.82 %	273,094	6,905	2.53 %
GAS & OIL SEVERANCE TAX	41,000	95,320	54,320	232.49 %	81,957	13,363	16.30 %
HORSE & DOG RACING TAX	12,686	5,782	(6,904)	45.58 %	5,953	(171)	(2.88) %
WINE & LIQUOR TAX	32,000	16,469	(15,531)	51.46 %	18,902	(2,434)	(12.87) %
HOTEL OCCUPANCY TAX	549,500	316,589	(232,911)	57.61 %	303,328	13,261	4.37 %
LICENSE/DECALS	65	38	(27)	58.46 %	22	16	72.73 %
BUILDING PERMIT FEES	200,000	12,671	(187,329)	6.34 %	93,186	(80,515)	(86.40) %
MISC. RENTS	131	126	(5)	96.18 %	124	2	1.61 %
FEDERAL GOV GRANTS	160,462	29,031	(131,431)	18.09 %	121,209	(92,178)	(76.05) %
FED PYMNT IN LIEU OF TAXS	11,676	516	(11,160)	4.42 %	11,676	(11,160)	(95.58) %
SHERIFF'S SRVC OF PROCESS	17,600	9,030	(8,570)	51.31 %	8,875	155	1.75 %
SHERIFF EARNINGS	30,000	8,980	(21,020)	29.93 %	14,417	(5,437)	(37.71) %
COUNTY CLERK'S EARNING	192,375	80,395	(111,980)	41.79 %	74,698	5,698	7.63 %
CIRCUIT CLERK'S EARNING	65,815	24,457	(41,358)	37.16 %	26,342	(1,884)	(7.15) %
PROSECUTING ATTY EARNINGS	1,278	362	(916)	28.34 %	613	(251)	(40.93) %
ACCIDENT REPORTS	3,500	1,850	(1,650)	52.86 %	1,790	60	3.35 %
MAP SALES	2,700	1,381	(1,319)	51.15 %	758	623	82.19 %
RENT - CONCESSIONS	47,400	11,850	(35,550)	25.00 %	19,350	(7,500)	(38.76) %
AMBULANCE FEES	675,000	650,000	(25,000)	96.30 %	375,000	275,000	73.33 %
EMG COMM - 911 FEE	1,760,000	625,538	(1,134,462)	35.54 %	673,682	(48,144)	(7.15) %
FRANCHISE FEES	400,000	226,643	(173,357)	56.66 %	105,398	121,245	115.04 %
IRP FEES-INTNATL REG PGM	8,000	9,754	1,754	121.93 %	3,639	6,115	168.07 %
JAIL FEES	95,000	97,813	2,813	102.96 %	96,912	901	0.93 %
INTEREST EARNED	20,290	12,960	(7,330)	63.88 %	10,483	2,477	23.63 %
MISCELLANEOUS REVENUE	100	16	(84)	15.59 %	145	(129)	(89.25) %
SHERIFF'S COMMISSION	15,000	11,563	(3,437)	77.09 %	11,619	(56)	(0.48) %
REIMBURSEMENTS	277,873	175,711	(102,162)	63.23 %	141,652	34,058	24.04 %
GEN SCHOOL FUND REIMB	250,000	81,144	(168,856)	32.46 %	120,953	(39,809)	(32.91) %
TRANS/ASSR VAL FUND	430,228	-	(430,228)	-	-	-	-
<b>TOTAL REVENUES</b>	<b>22,727,178</b>	<b>10,291,584</b>	<b>(12,435,594)</b>	<b>45.28 %</b>	<b>9,814,003</b>	<b>477,581</b>	<b>4.87 %</b>
<b>EXPENDITURES</b>							
SALARIES	9,785,552	3,624,690	(6,160,862)	37.04 %	3,758,474	133,784	3.56 %
FICA	748,886	298,729	(450,157)	39.89 %	303,786	5,056	1.66 %
HEALTH INSURANCE	1,860,168	767,240	(1,092,928)	41.25 %	767,660	420	0.05 %
RETIREMENT	1,215,056	505,566	(709,490)	41.61 %	530,068	24,503	4.62 %
TELEPHONE	222,167	81,801	(140,366)	36.82 %	75,922	(5,879)	(7.74) %
PRINTING	24,920	3,577	(21,343)	14.35 %	4,755	1,178	24.78 %
UTILITIES	284,700	110,641	(174,059)	38.86 %	83,400	(27,241)	(32.66) %
TRAVEL	61,214	18,977	(42,237)	31.00 %	11,704	(7,273)	(62.15) %
MAINT/REP BLDG & GRNDS	60,000	29,771	(30,229)	49.62 %	12,088	(17,682)	(146.27) %
MAINT/REP EQUIPMENT	192,721	19,847	(172,874)	10.30 %	80,162	60,315	75.24 %
MAINT/REP AUTO	8,000	1,190	(6,810)	14.87 %	256	(934)	(365.47) %
POSTAGE	123,763	48,992	(74,771)	39.58 %	58,988	9,996	16.95 %
BLDG/EQUIP RENTAL	140,717	65,334	(75,383)	46.43 %	58,123	(7,210)	(12.41) %
ADVERTISING/LEGAL PUBS	48,184	9,175	(39,009)	19.04 %	5,753	(3,422)	(59.48) %
TRAINING AND EDUCATION	50,767	12,133	(38,634)	23.90 %	7,795	(4,338)	(55.66) %
DUES AND SUBSCRIPTIONS	72,990	35,313	(37,677)	48.38 %	35,244	(69)	(0.20) %
PROFESSIONAL SERVICES	270,928	69,874	(201,054)	25.79 %	65,469	(4,405)	(6.73) %
AUDIT COSTS	70,000	17,300	(52,700)	24.71 %	34,600	17,300	50.00 %
INSURANCE AND BONDS	479,379	228,570	(250,809)	47.68 %	225,352	(3,218)	(1.43) %

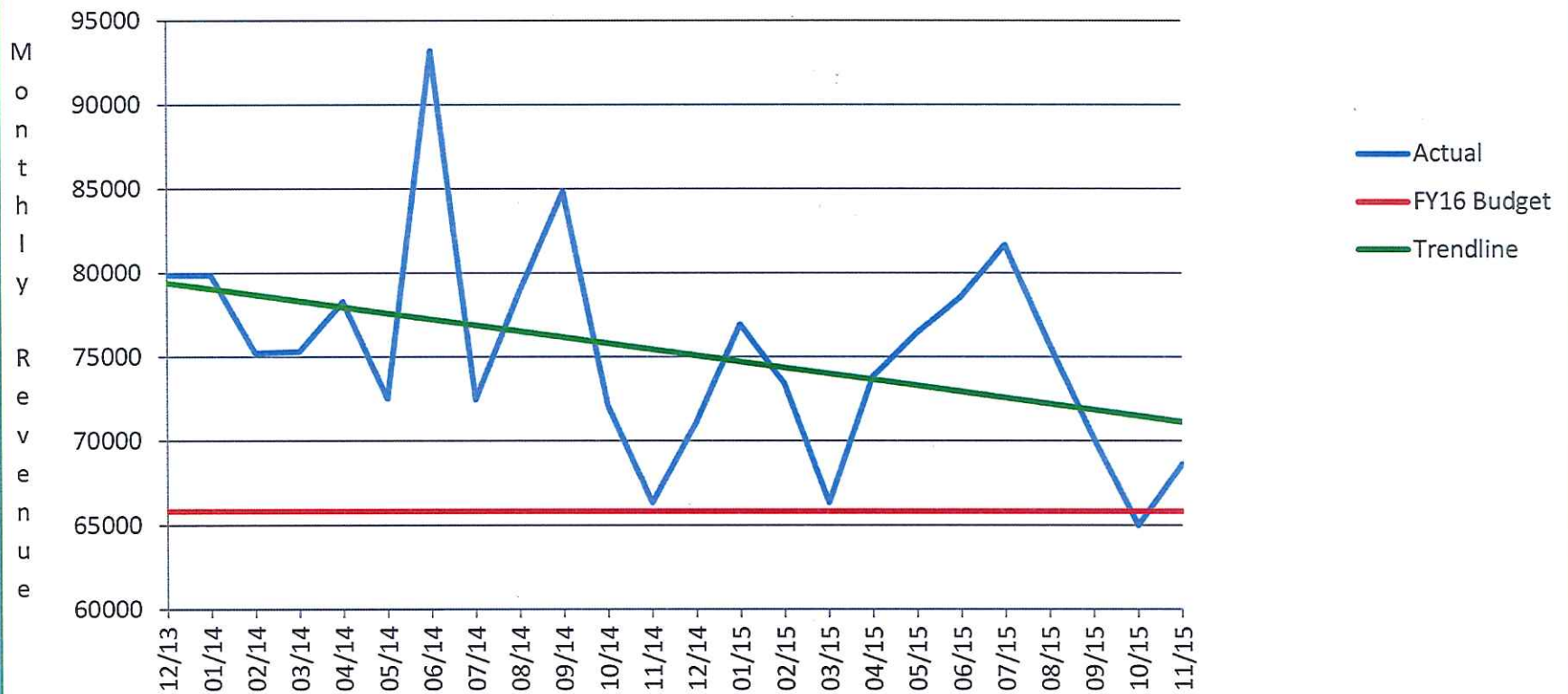
Jefferson County Commission  
 FY16 General Fund Revenues and Expenditures  
 Compiled December 16, 2015  
 General Fund Expenditures by Object Code

	FY16 YTD		Budget	% Rec'd /Exp'd	FY15 YTD	YTD Actual	
	FY16 Budget as of 11/30/15	Actual as of 11/30/15	Variance Favorable / (Unfavorable)		Actual as of 11/30/14	FY16-FY15 Var Favorable / (Unfavorable)	% Rec'd /Exp'd
COURT COSTS AND DAMAGES	1,000	200	800	20.00 %	-	(200)	-
CONTRACTED SERVICES	336,812	108,680	228,132	32.27 %	127,896	19,216	15.02 %
BANK CHARGES	500	19	481	3.82 %	15	(4)	(28.05) %
REMITTANCE FEES COLLECTED	675,000	650,000	25,000	96.30 %	375,000	(275,000)	(73.33) %
REFUNDING ERRONEOUS PMTS	-	69	(69)	-	96	27	27.99 %
INSURANCE PREMIUM RETIREE	89,484	35,905	53,579	40.12 %	35,836	(69)	(0.19) %
MATERIALS AND SUPPLIES	385,479	96,087	289,392	24.93 %	128,109	32,022	25.00 %
RECORD BOOKS	6,450	416	6,034	6.45 %	2,462	2,046	83.11 %
AUTO SUPPLIES	198,744	55,814	142,930	28.08 %	81,443	25,628	31.47 %
C/F PRISONRS REG JAIL FEE	1,350,000	219,296	1,130,704	16.24 %	340,452	121,156	35.59 %
UNIFORMS	25,875	21,081	4,794	81.47 %	10,706	(10,375)	(96.91) %
CHARGES BY OTHR GOV UNITS	63,100	13,547	49,553	21.47 %	-	(13,547)	-
COMPUTER SOFTWARE	50,160	1,527	48,633	3.04 %	458	(1,069)	(233.28) %
COMPUTER HARDWARE	50,907	4,776	46,131	9.38 %	9,508	4,732	49.77 %
IT SUPPORT	102,500	38,704	63,796	37.76 %	12,086	(26,618)	(220.24) %
LICENSE AND ANNUAL FEES	76,443	15,029	61,414	19.66 %	15,957	928	5.81 %
CONTRIBUTIONS TO OTHER ENTITIES	5,080,851	1,530,586	3,550,265	30.12 %	1,452,335	(78,251)	(5.39) %
CAPITAL OUTLAY-EQUIPMENT	94,000	78,000	16,000	82.98 %	-	(78,000)	-
CONTR/TRSFR OTHER	229,428	95,428	134,000	41.59 %	117,589	22,161	18.85 %
CONTINGENCY RESERVE	2,094,886	-	2,094,886	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>26,631,731</b>	<b>8,913,882</b>	<b>17,717,849</b>	<b>33.47 %</b>	<b>8,829,545</b>	<b>(84,337)</b>	<b>(0.96) %</b>
NET PRIOR TO GAMING REVENUE	(3,904,553)	1,377,702			984,458		
TABLE GAMES	790,000	361,191	(428,809)	45.72 %	374,567	(13,375)	(3.57) %
VIDEO LOTTERY	3,114,553	1,724,956	(1,389,597)	55.38 %	1,698,569	26,387	1.55 %
NET REVENUE LESS EXPENDITURES	-	3,463,849			3,057,594	13,011	13.29

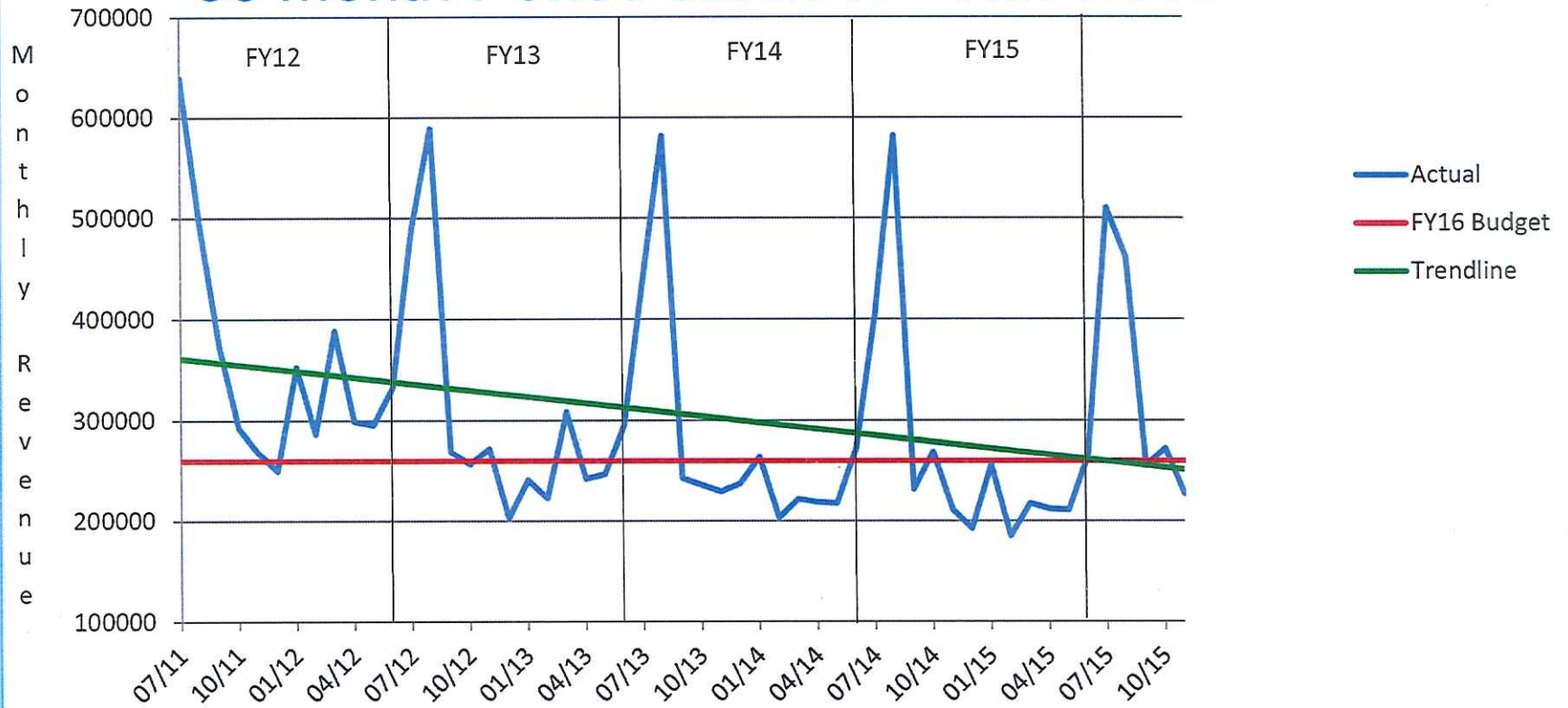
# Jefferson County Commission Table Games Revenue G/L Account 001-370-OT-000 53 month Period Jul 2011 - Oct 2015



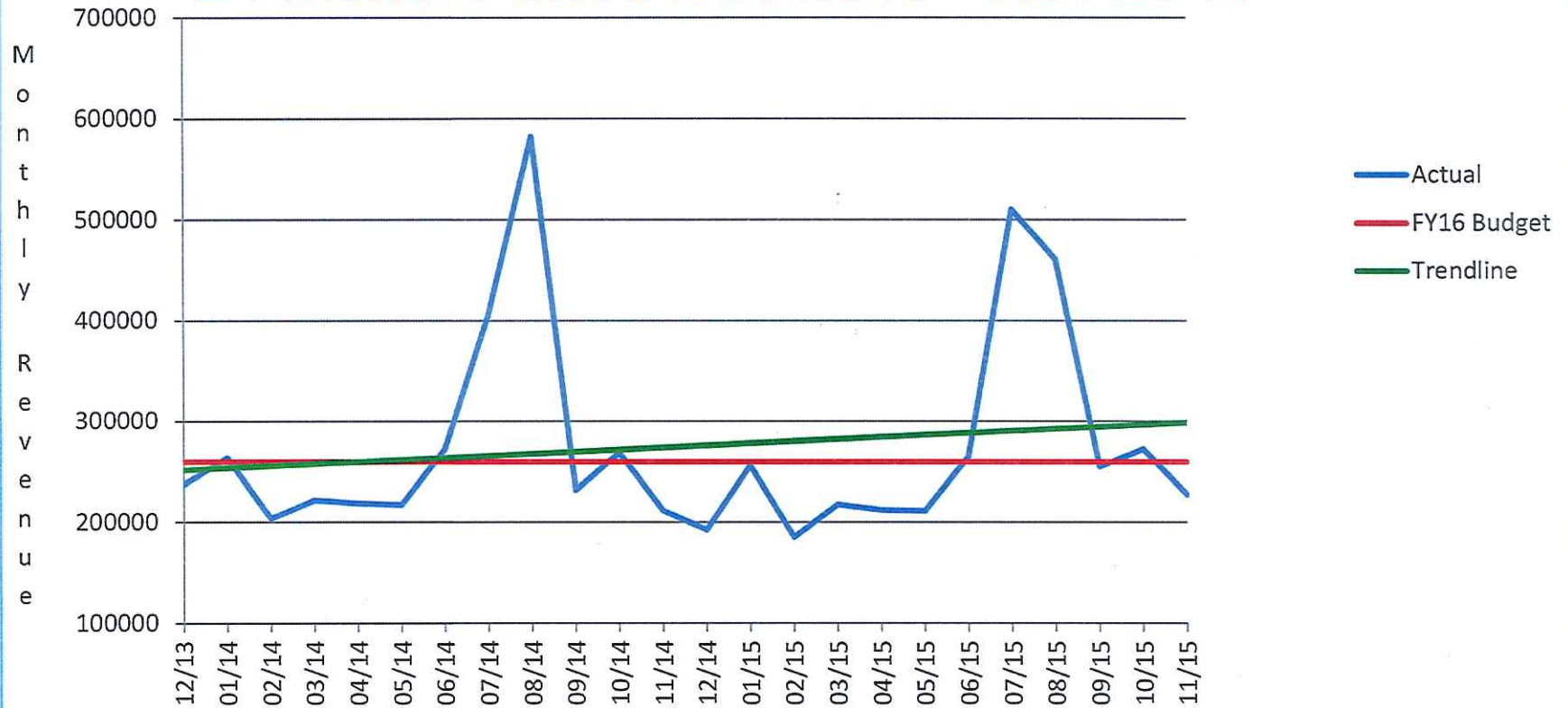
# Jefferson County Commission Table Games Revenue G/L Account 001-370-OT-000 24 month Period Dec 2013 - Nov 2015



# Jefferson County Commission Video Lottery Revenue G/L Account 001-373-OT-000 & 001 53 month Period Jul 2011 - Nov 2015

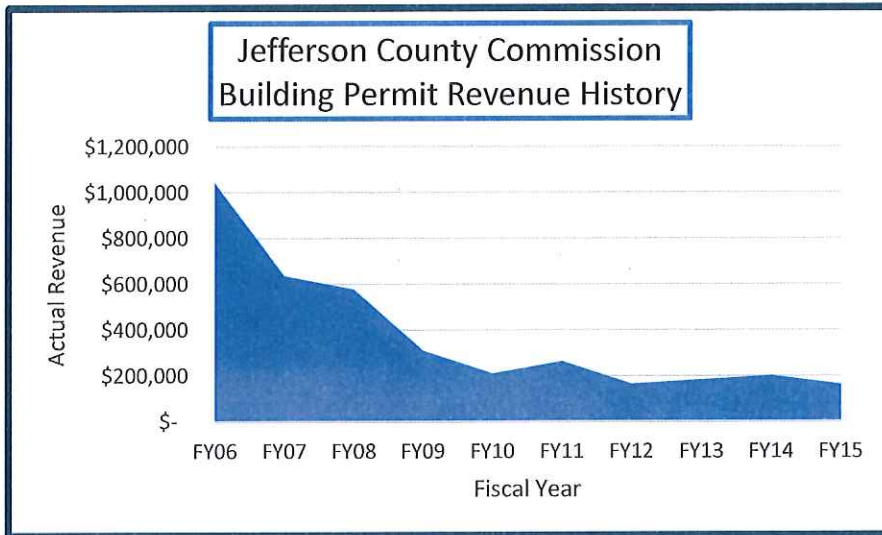


# Jefferson County Commission Video Lottery Revenue G/L Account 001-373-OT-000 & 001 24 month Period Dec 2013 - Nov 2015



Jefferson County Commission  
 001-318-LP-000 Building Permit Fees  
 Revenue History

<u>Fiscal Year</u>	<u>Actual</u>	<u>% Chg</u>	<u>Budget</u>	<u>YTD</u>
FY06	\$ 1,043,310		\$ 1,000,000	
FY07	635,825	-39%	1,000,000	
FY08	577,755	-9%	600,000	
FY09	309,435	-46%	350,000	
FY10	209,482	-32%	420,000	
FY11	262,478	25%	150,000	
FY12	163,730	-38%	195,000	
FY13	182,298	11%	169,000	
FY14	200,140	10%	164,000	
FY15	160,599	-20%	170,100	
FY16			200,000	\$ 12,671



December 24, 2015

John Maxey  
335 Old Shenandoah Trail  
Harpers Ferry, WV 25425

Ms. Stephanie Grove  
County Administrator  
Jefferson County Commission  
124 East Washington Street  
Charles Town, WV 25414

RE: Harpers Ferry Town Council – Assistance with engineering advice

Dear Ms. Grove,

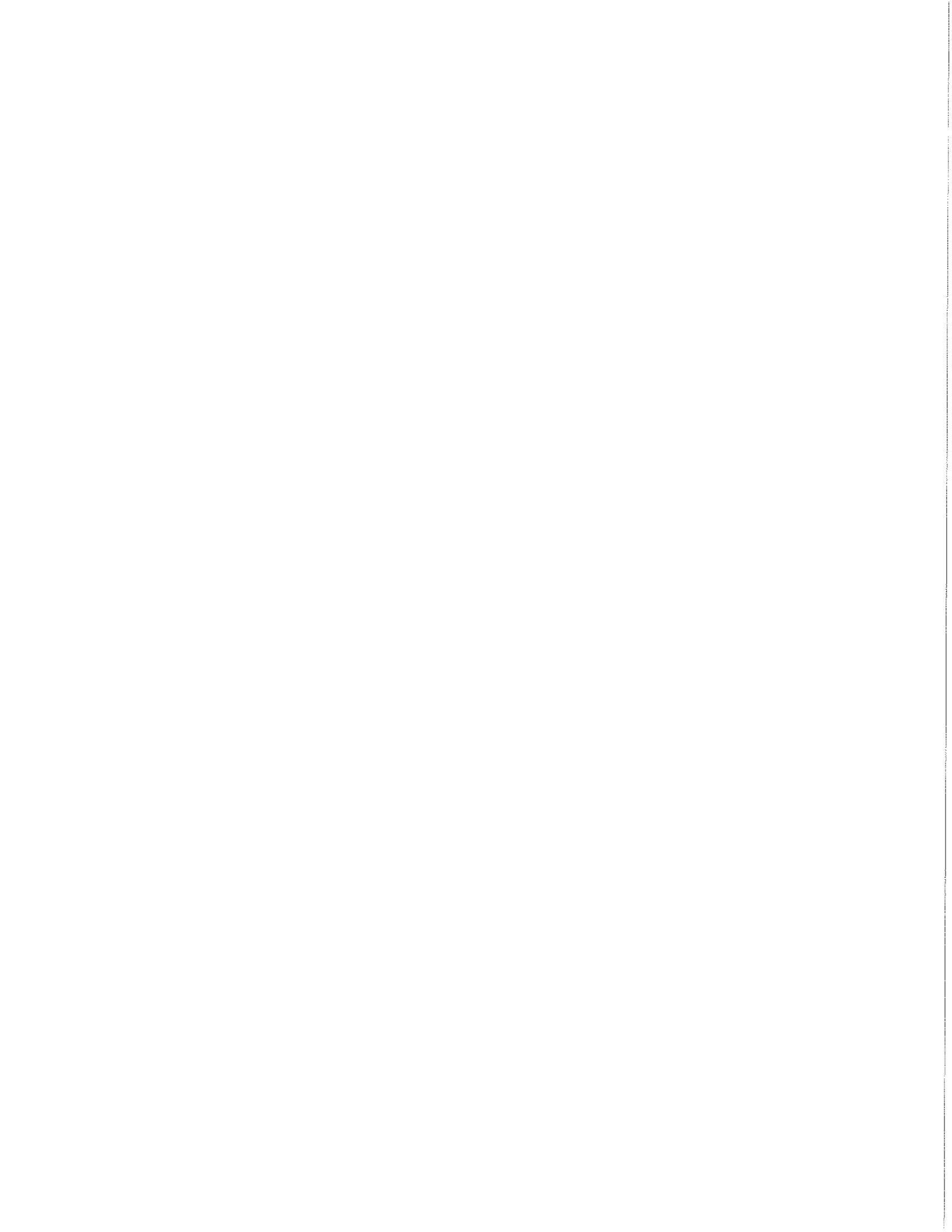
I have been asked by the Harpers Ferry Town Council to contact the County Commission to find out if they might be willing to assist the Town with some engineering advice. Mayor Vaughn mentioned that members of the Commission had agreed to provide some in-kind assistance following the July 2015 fire in the lower town.

Harpers Ferry has two major projects scheduled for the Potomac Street area starting in the next few months, rebuilding of fire damaged businesses and the Potomac Street Project. While we all believe that proceeding with these simultaneously is in the best interest of the town, we have belatedly realized that the Potomac Street Project plans neglected to account for placement of business dumpsters currently located in the area scheduled for revitalization. Appropriate trash disposal will be crucial to reconstruction as well as to the ongoing operation of the many undamaged businesses in town.

Last month I proposed a solution involving construction of a concrete pad and enclosure on Town property at the far end of Potomac Street. The Council agreed that this might work but asked that we seek engineering advice from Jefferson County before we proceed.

Thank you,

John Maxey  
Harpers Ferry



# Quarterly Report for Planning and Zoning

2nd Quarter – FY 2016 (October 1, 2015 – December 30, 2015)

## STAFF MEETINGS AND ACTIVITIES

- Planning Commission Meetings: 4 Total
- Board of Zoning Appeals Meetings: 3 Total
- Pre-Proposal Conference Meetings: 5 Total (3 Subdivision & 2 Site Plan)
- Freedom of Information Act Requests: 4 Total
- Information Request Forms (general inquiries from the public): 55 Total
- Zoning and Land Development Fees Collected: \$5,822.

## PROJECT STATUS

Subdivision Regulations Text Amendments		Status
STA15-04	Campground Standards (Definitions, Division 7, 8, and 11)	PC Approved 12-08-15
STA15-05	Major and Minor Site Plan and Subdivision Processes (Multiple Sections of the Subdivision Regulations)	CC Approved 12-17-15
Zoning Ordinance Text Amendments		Status
ZTA14-02	Mass Event Regulations PC last held Public Hearing on 12-08-15.	PC Action Pending; Review & Possible Recommendation 01-12-16
ZTA15-02	Campground Standards	PC Approved 12-08-15
ZTA15-03	Zoning Map and Text Amendments Article 12 of the Zoning Ordinance	PC Public Hearing Scheduled for 01-12-15
Minor Subdivisions (Staff)		4 Total Status
15-15	James and Barbara Rowan Minor Subdivision – 1 Lot and a Residue	Approved 12-03-15
15-16	John Hessenauer, Jr. Minor Subdivision – 1 Lot and a Residue	Approved 12-12-15
15-17	Timothy Grim and Brenda Turner-Grim - 2 Lots and a Residue	Approved 12-23-15

15-18	Jefferson Business Park Associates, LLC (Alex Chevrolet Building) – 2 Lots and a Residue	Pending
15-19	James Gibson – 1 Lot and a Residue	Pending
15-20	Lawrence Elmer Vickers, Jr. – 1 Lot and a Residue	Pending
<b>Boundary Line Adjustments (Staff)</b>		<b>7 Total</b>
<hr/>		
10-02-15	Wilber Alger, Jr. – Middle of the Way Real Estate	Approved
10-16-15	Samuel Donley, Jr – Samuel Donley, III	Approved
10-16-15	Harry and Mary Morgan - George and Mary Harris	Approved
10-29-15	Burr Business Park Lots 11 and 12	Approved
11-17-15	Oak Meadow, LLC – Oak Meadow, LLC	Approved
11-23-15	Sylvia and Brian Stephens – Sylvia and Brian Stephens	Denied; recommended applicant apply before the PC
11-24-15	Keith Janssen – Edward and Helen Moore	Pending (applicant requested to place a hold on the review)
<b>Waiver or Variance from Subdivision Regulations (PC)</b>		<b>2 Total</b>
<hr/>		
PCW15-03	Amy Secrist – waiver request from 2008 Subdivision Regulations, Appendix B, Sections 2.5(N) and 9.5	Approved
PCV15-04	DR Acquisitions, LLC (Sheridan Estates) - variance request from 1979 Subdivision Ordinance, Section 8.2a.14	Approved
<b>Zoning Variance Requests (BZA)</b>		<b>7 Total</b>
<hr/>		
ZV15-23	Jefferson County Economic Development Authority – variance request from Sections 4.11.A.2, 4.11E, and Appendix B of the current Zoning Ordinance.	Approved.
ZV15-24	Adam Sperry – variance request from Section 5.4 of the current Zoning Ordinance.	Approved
ZV15-25	Marshall Edwards, Sr. – variance request from Section 10 and Appendix A of the current Zoning Ordinance.	Approved.
ZV15-26	Brett and Anne Basham – variance request from Section 9.7 of the current Zoning Ordinance.	Approved.

ZV15-27	Jefferson Business Park Association, LLC – variance request from Sections 4.11A, 5.6D.2, 5.8C.2, and Appendix B of the current Zoning Ordinance.	Approved.
ZV15-28	United Methodist Church Trustees – variance request from 10.4C of the current Zoning Ordinance.	Postponed until February 2016, per applicant's request
ZV15-29	Elena Mestre and Eric Hyman – variance request from Section 5.4B of the current Zoning Ordinance.	Approved

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**Zoning Appeal of Administrative Decision (BZA) 1 Total Status**

AP15-03	Brian Billey – Appeal of an administrative determination to enforce a 2013 memorandum which restricted shipping containers from being used as residential accessory structures.	Zoning Administrator's Determination Upheld
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**Zoning Certificates (Staff) 5 Total Status**

ZC15-52	Stephen Smith – Owner/Applicant Temporary use of two (2) existing c-containers for storage of materials related to the construction of a home with a valid Building Permit. 198 Kelcar Dr.; Summit Point, WV 25446 Zoned: Rural	Approved 10-21-15
ZC15-53	Consolidated Investments (Kevin Hayward) – Owner Halltown Mill (Martin Weller) – Applicant Replacement of existing baghouse with a new baghouse. Intersection of Rte 230 and Rte 340; Halltown, WV 25423 Zoned: Industrial-Commercial	Approved 10-19-15
ZC15-54	SBABA, LLC – Owner David Silveous – Applicant Christmas tree sales from Nov. 23 to Dec. 23, 2015. 21 Tuscawilla Drive, Charles Town, WV 25414 Zoned: Residential Growth.	Approved 11-16-15
ZC15-55	Sunnyside Limited Partnership (Barbara Huyett) – Owner T-Mobile – Applicant Wireless facility co-location. 844 Wheatland Road, Charles Town, WV 25414 Zoned: Industrial-Commercial	Approved 11-24-15
ZC15-57	Dr. Benjamin and Dr. Michelle Byers State licensed spay/neuter clinic for dogs and cats to be located in existing stone accessory structure. 1517 Billmyer Rd; Shepherdstown, WV 25443 Zoned: Rural	Pending

## ITEMS REQUIRING COMMISSION ATTENTION

Status

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	Bolivar Urban Growth Boundary (UGB) – On July 30, 2015 the County Commission received the Planning Commission’s recommendation that the request to expand the Bolivar UGB was <u>not</u> in conformance with the Envision Jefferson 2035 Comprehensive Plan.	Pending
STA15-04	Campground Standards (Definitions, Division 7, 8, and 11)	CC Public Hearing Scheduled for 01-21-16
ZTA15-02	Campground Standards	CC Public Hearing Scheduled for 01-21-16

## PENDING PROJECTS

Status

*(received during 1st Quarter – Not Yet Completed)*

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ZC15-51	Eugene Abelow Increase the number of existing rental units by three. 1585 Gardners Lane, Shepherdstown, WV 25443 Zoned: Rural	Pending. Waiting on supplemental information from applicant.
S15-06	Burr Business Park Lot 41 – Sur-Loc (Minor Site Plan)	Pending
S15-07	Burr Business Park Lot 40 – McGee Civil Construction (Minor Site Plan)	Pending



# Jefferson County, West Virginia

## Departments of Planning and Zoning

116 East Washington Street, 2<sup>nd</sup> Floor

Charles Town, WV 25414

Email: [planningdepartment@jeffersoncountywv.org](mailto:planningdepartment@jeffersoncountywv.org)

Email: [zoning@jeffersoncountywv.org](mailto:zoning@jeffersoncountywv.org)

Phone: (304) 728-3228

Fax: (304) 728-8126

### MEMO

**To:** County Commission of Jefferson County

**From:** Jennifer Brockman, AICP, Director, Planning and Zoning

**Date:** January 7, 2016

**RE:** Status of Planning Commission Ordinance and Regulations Amendments

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To supplement the second quarter report to the County Commission, the following provides a status of the various text amendments underway or pending for the Planning Commission action:

- a) **Campground amendments to the Zoning Ordinance and to the Subdivision Regulations (#ZTA15-02 and #STA15-04):**
  - Recommended by the Planning Commission 12/8/15
  - CC Public Hearing scheduled for 1/21/16
- b) **Major and Minor Subdivision and Site Plan Process Amendments to Subdivision Regulations (#STA15-05):**
  - Approved by CC 12/17/15
- c) **Mass Events Ordinance (#ZTA 14-02):**
  - PC discussion and recommendation scheduled for 1/12/16
- d) **Article 12 Zoning Ordinance (#ZTA15-03)**
  - PC Public Hearing scheduled for 1/12/16
- e) **LESA/Conditional Use and Cluster Subdivision Provision Modifications**
  - Initiation of draft amendments to Zoning Ordinance regarding recommendations of the *Envision Jefferson 2035 Comprehensive Plan* regarding modifications to the LESA/Conditional Use provisions of the as well as modifications to the Cluster Subdivision provisions of the Rural Zoning District (pages 38-40 of the *2035 Plan*) top PC priority in 2016
- f) **Historic Resource Demolition and Adaptive Reuse**
  - Proposed amendment to the sections of the Ordinance relative to the demolition of and adaptive reuse of historic resource sites to be initiated by the HLC AmeriCorps volunteer in 2016

**g) Other Text amendments needed to be initiated by staff as time allows in 2016:**

- Parking Standards
- Landscape Standards
- Signage Standards



Jefferson County Homeland Security and Emergency Management  
Quarterly Report to the Jefferson County Commission  
Second Quarter of FY-2016 – October-December, 2015

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**Projects Completed:**

Participated in the Jefferson County Parks and Recreation Polar Party and won FIRST PLACE in the tree decorating contest.

Electronic copies of the LEPC's new Propane Risk Assessment was delivered to all County Agencies.

Held the required Annual Assessment of the Risk Assessment and Mitigation Plan.

All staff participated in the HSEEP (Homeland Security Exercise and Evaluation Program) state training that was held in Jefferson County in October.

All staff participated in the Environmental Protection Agency/WV Department of Health and Human Services Source Water Protection Regional Table Top Exercise in Martinsburg.

Director and PIO attended the JCESA's promotion ceremony at Washington High School.

Director and Deputy Director attended the State Emergency Response Commission's Workshop at Camp Dawson.

Director and Deputy Director attended the Jefferson County Chamber of Commerce's annual banquet to honor Emergency Responders at Hollywood Casino.

Director and Deputy Director participated in Citizen Fire Company's Open House by setting a Preparedness Informational table at their event.

Director met with a university student that was interested in exploring Emergency Management as a major.

Director met with Loudoun County's Emergency Manager about building partnerships within the community.

Director attended the WV EM Council Meeting in Wheeling.

Staff and Red Cross did a walk-through of the Ranson Civic Center with their staff from the perspective of a disaster shelter or point of distribution during disasters.

Quarterly Partnership Meeting was held at Skippers Dips and Deli on October. Michelle Clark from the Veterans Administration was the speaker.

Administrative Assistant/PIO/Volunteer Coordinator participated in training in Moorefield in December.

Deputy Director participated in CERT Train the Trainer and CERT Project Management Courses at EMI in December. We plan to hold 2 CERT Courses in the coming year.

Our Deputy Director attended the International Association of Emergency Manager's (IAEM) Conference in Nevada and passed the Certified Emergency Manager's test while she was there in November. It should be noted that no County funds were spent on this. She traveled and paid for the test herself. She now has the second half of the process, to submit a packet of required accomplishments, to be reviewed and approved by the IAEM committee, to finish her CEM requirements.

Director and Administrative Assistant/PIO/Volunteer Coordinator attended the Jefferson County School Safety Committee in December at the Board Office.

Meetings held: Public Awareness, Training, and Education Committee; Jefferson County LEPC; Steering Committee; Counter Terrorism Committee, HAM Radio Testing, County IT meetings, Eastern Panhandle Emergency Management Agencies meetings, and Resilient Neighbors Network conference calls.

#### **Projects Working on Now:**

The director is working on the Annual Work Plan and Budget for FY-2017.

Credentialing EOC staff and volunteers.

JCHSEM is coordinating activities to renew the County's StormReady designation. This includes training, a visit to the NWS office in Sterling, and getting a letter from the School Board that they have NOAA weather radios in all schools to receive weather alerts and warnings.

Staff from JCHSEM and the Engineering Department are working to finalize all documentation for the annual report for the Community Rating System of the National Flood Insurance program, to include the annual meeting of the All-

Hazards Risk Assessment and Mitigation Planning Committee to review progress on the goals and projects listed in the Risk Assessment document. This meeting will be held on October 5 in the Maintenance Department Meeting Room. The activities done through this program saves residents who have flood insurance within the unincorporated areas of Jefferson County 10% off of their flood insurance premiums.

JCHSEM is receiving Tier II information for the LEPC from companies that store hazardous materials that are required by EPA regulations to file. Information also goes to WV State Emergency Response Commission with fees, and to first due fire department.

**Things the County Commission Should be Aware of:**

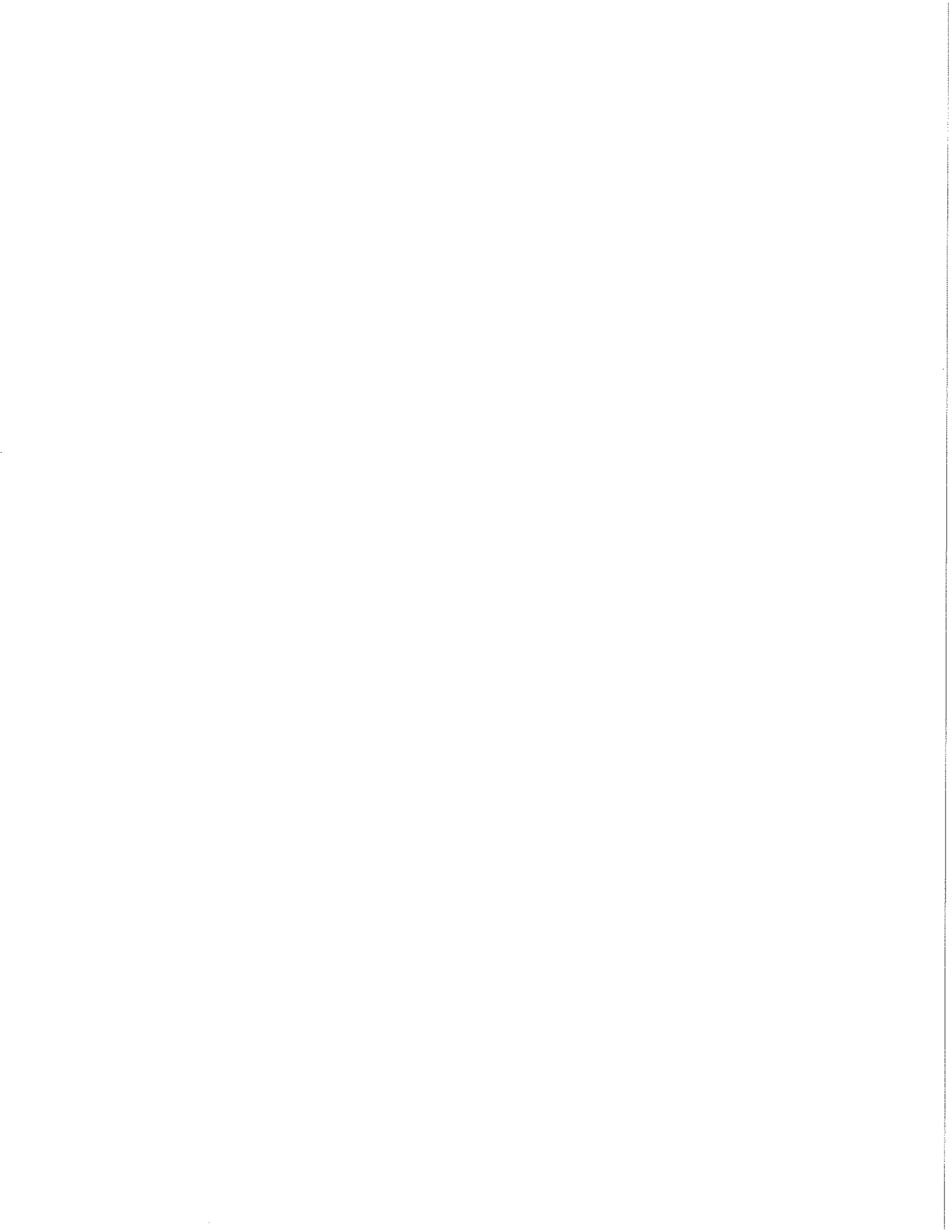
The next Quarterly Partnership Meeting will be held on January 28 at Noon at The Epic Buffet at Hollywood Casino in Charles Town. All Commissioners are encouraged to attend.

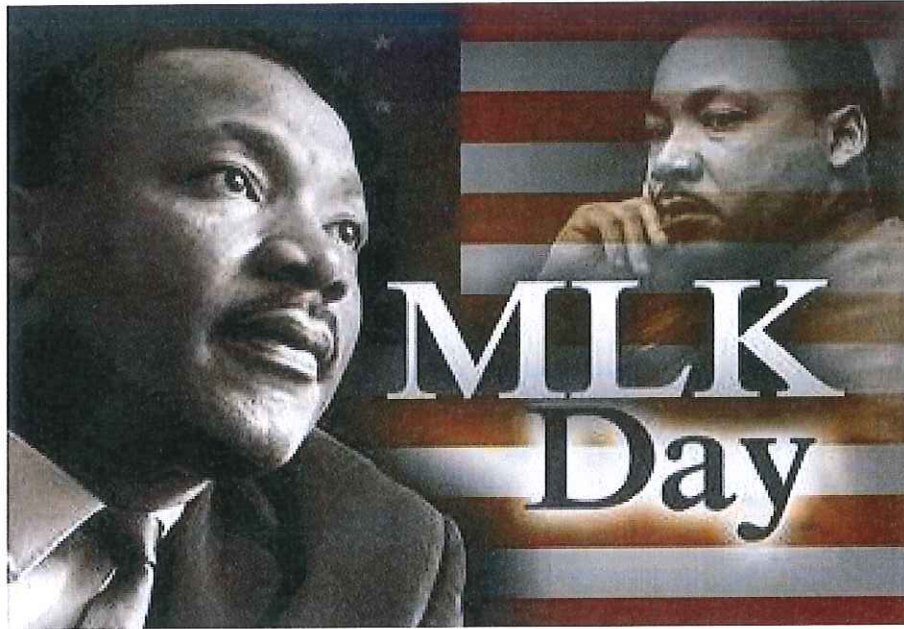
Reimbursement from the 2014 Emergency Management Performance Grant have not been received by any County. FEMA has not yet released the funds to the state, due to some programmatic issues with WVDHSEM. We did meet all of the criteria. Although the state director has expressed his confidence in the continuance of this funding, he has not sent out the application for the 2015 Emergency Management Performance Grant, which the project period was January 1-December 31, 2015. This is the grant that reimburses the County for a portion of our staff salaries, and planning. We are expected to receive funding, however, we don't know when.

The Director was re-elected as the Chair of the West Virginia Emergency Management Council for the third year. Per the by-laws term limit, this is the last year of eligibility for this position.

JCHSEM Media Day will be held at the EOC on January 13. This is a meeting of Public Information Officers and members of the Media to learn about each others' needs during disasters. Media Day will begin at 2 p.m.

We are sponsoring a National Weather Service Skywarn Stormspotter Class about Winter Storms on January 28 at Independent Fire Company.





Jefferson County Commission  
offices will be closed  
on  
Monday, January 18, 2016  
in observance of Martin Luther  
King, Jr. Day

**NOTICE OF PUBLIC HEARING**  
**Thursday, January 21, 2016 at 7:00 PM**

The Jefferson County Commission has scheduled a Public Hearing on the proposed text amendments regarding rural campground standards. The proposed amendments include amending Article 2, Definitions, Appendix C, Principal Permitted Uses, and creating a new section 8.17, Campgrounds to the Zoning Ordinance (ZTA 15-02), and amending Article 26, Terminology and Appendix B, Division 7 of the Subdivision Regulations (STA15-04).

Oral or written comments can be provided at the hearing, **7:00 PM Thursday, January 21, 2016** in the Charles Town Library meeting room at 200 E. Washington St., at the side entrance on Samuel St. You may also submit written comments to [info@jeffersoncountywv.org](mailto:info@jeffersoncountywv.org) or to PO Box 250, Charles Town, WV 25414.

Copies of the proposed text amendments are available at the Dept. of Planning & Zoning office and on the County's website at: [www.jeffersoncountywv.org](http://www.jeffersoncountywv.org). If you have any questions, please call the Dept. of Planning & Zoning at 304-728-3228.

By Order of the Jefferson County Commission  
Jane Tabb, President

The Jefferson County Commission proposes to name persons to serve on the following Authorities, Boards, Commissions, or Committees on Thursday, **January 21, 2016**, or as soon thereafter as the Commission may decide:

**Water Advisory Committee - three (3) three-year terms ending January 31, 2019**

Persons who may be interested in the above listed agency should submit a letter of interest and a resume or statement of qualifications to the Jefferson County Commission, P.O. Box 250, Charles Town, WV 25414, no later than 12:00 pm the Monday prior to the proposed date of appointment.

Additional information regarding these appointments may be obtained by calling the Commission Office at (304) 728-3284.

**SPIRIT OF JEFFERSON:**

**PLEASE ADVERTISE ON:**

**January 6 and January 13**

**THANKS - JEFFERSON COUNTY COMMISSION**



**HOUSE OF DELEGATES  
WEST VIRGINIA LEGISLATURE**

BUILDING 1, ROOM 213-E  
1900 KANAWHA BLVD., EAST  
CHARLESTON, WV 25305-0470  
PHONE (304) 340-3192  
EMAIL: GARY.HOWELL@WVHOUSE.GOV

GARY G. HOWELL  
P.O. BOX 39  
KEYSER, WV 26726-0039  
(304) 788-6554 (H)  
(304) 790-9022 (B)

December 9, 2015

Committees:  
Government Organization, Chair  
Roads and Transportation  
Veteran's Affairs and  
Homeland Security  
Rules

Commissioner Jane Tabb  
Jefferson County Courthouse  
100 E. Washington Street  
Charles Town, WV 25414

Dear Commissioner Tabb,

During the Legislative Interims this year, the Joint Committee on Government Organization has been studying public access to county government information. As a result of this study, committee staff has gathered available information regarding websites, minutes, and ordinances, as well as general contact information.

While I am aware that the W.Va. Association of Counties publishes a directory of County Officials, the Joint committee's research on the study topic required staff to contact each county to obtain not just contact information, but also the availability and accessibility of information about the county commissions and their official actions. The result of that work is the attached chart which contains the most up to date information staff could find.

The chart was made available to the Joint Committee members at the November Interim meeting, but I would also like to provide it to you for your use as well as to obtain your feedback. In that regard, please contact the House Government Organization staff if you find that the information for your county needs updated. We will send out an updated chart if needed at a later date.

Thank you for attention to this matter. I hope you find the chart useful.

Sincerely,

Gary G. Howell, Chairman  
House Committee on Government Organization

GGH:ydm  
Enclosure

# County Information Chart

County Contacts and Website	Minutes Online	Ordinance Book Kept	Ordinances On Website	Where to Find	Ordinance/Regulation/Code/ Permit Categories
<b>Barbour County Courthouse</b> 8 N. Main Street Phillipi, WV 26146 Clerk: Macel Auvil – 457-2232 Commissioner: Phil Hart – 457-4339 <a href="http://barbourcounty.wv.gov/Pages/default.aspx">http://barbourcounty.wv.gov/Pages/default.aspx</a>	No	No –  County Clerk's Office	No		
<b>Berkeley County Courthouse</b> 100 W. King Street, Room 1 Martinsburg, WV 25401 Clerk: John Small – 264-1989 Commissioner: Doug Copenhaver – 264-1923 <a href="http://www.berkeleycountycomm.org/">http://www.berkeleycountycomm.org/</a>	Yes	Yes –  Planning Office 264-1963	Yes	Common Topics –  County Council –  Ordinances	Mistreatment and /or Cruelty to Horses & Other Livestock, Excessive Noise, Convention Ctr/Visitors Bureau, Salvage Yards, Regulate Structures near the Airport, Exotic Entertainment, ATV, Building Code, Recycling, Planning Commission, Dog, E911, Fire Service Fee, Floodplain, Special Emergency Ambulance Service Fee, Stormwater Management/Sediment & Erosion Control, Subdivision Regulations, Noise, Clean and Safe County
<b>Boone County Courthouse</b> 200 State Street, Suite 104 Madison, WV 25130 Clerk: Gary Williams – 369-7331 Commissioner: Eddie Hendricks – 369-7301 <a href="http://boonecountywv.org">http://boonecountywv.org</a>	No	No	No	Verbal Inquiry	Dilapidated Buildings, Exotic Entertainment – Don't know if list complete
<b>Braxton County Courthouse</b> 300 Main Street Sutton, WV 26601 Clerk: Susan Lunceford – 765-2833 Commissioner: Gary Ellyson – 765-2835 <a href="http://braxtoncounty.wv.gov/Pages/default.aspx">http://braxtoncounty.wv.gov/Pages/default.aspx</a>	No	Yes – County Commission Office in the General Order Book	No		

# County Information Chart

County Contacts and Website	Minutes Online	Ordinance Book Kept	Ordinances on Website	Where to Find	Ordinance/Regulation/Code/ Permit Categories
<b>Brooke County Courthouse</b> 632 Main Street Wellsburg, WV 26070 Clerk: Sylvia Benzo – 737-3662 Commissioner: Tim Ennis – 737-4024 <a href="http://brookewv.org/">http://brookewv.org/</a>	Yes	Yes –  County Clerk's Office	Yes	Popular Resources	Dilapidated Housing, Noise, Building Permit
<b>Cabell County Courthouse</b> 750 5 <sup>th</sup> Avenue, Suite 108 Huntington, WV 25701 Clerk: Karen Cole – 526-8625 Commissioner: Nancy Cartmill – 526-8634 <a href="http://www.cabellcounty.org">http://www.cabellcounty.org</a>	Yes/  Document History	Yes –  County Commission Office	Yes	Commission -  Ordinances & Permits	Adults Only Establishments, Adults Only Permit App, E911, Fireworks, Leash Law, Mapping & Addressing, Noise Control 1, Noise Control 2, Floodplain, Dog Shelter
<b>Calhoun County Courthouse</b> 363 Main Street, Suite 103 Grantsville, WV 26147 Clerk: Jean Simers – 354-6725 Commissioner: Scottie Westfall – 354-6725 <a href="http://www.calhouncounty.wv.gov/Pages/default.aspx">http://www.calhouncounty.wv.gov/Pages/default.aspx</a>	No	No –  County Clerk's Office in the Minutes Book	No		Floodplain
<b>Clay County Courthouse</b> 246 Main Street Clay, WV 25043 Clerk: Connie Workman – 587-4259 Commissioner: Greg Fitzwater – 587-4259 <a href="http://www.claycounty.wv.gov/Pages/default.aspx">http://www.claycounty.wv.gov/Pages/default.aspx</a>	No	No –  County Clerk's Office in the Court Order Book	No		
<b>Doddridge County Courthouse</b> 135 Court Street, Room 102 West Union, WV 26456 Clerk: Beth Rogers – 873-2631 Commissioner: Ralph Sandora 873-2631 <a href="http://www.doddridgecounty.wv.gov/Pages/default.aspx">http://www.doddridgecounty.wv.gov/Pages/default.aspx</a>	No	No –  County Clerk's Office in the County Commission Book	No		Floodplain, Exotic Entertainment

# County Information Chart

County Contacts and Website	Minutes Online	Ordinance Book Kept	Ordinances on Website	Where to Find	Ordinance/Regulation/Code/ Permit Categories
<b>Fayette County Courthouse</b> 100 Court Street Fayetteville, WV 25840 Clerk: Kelvin Holliday – 574-4226 Commissioner: Denise Scalph – 574-4290 <a href="http://www.fayettecounty.wv.gov/Pages/default.aspx">http://www.fayettecounty.wv.gov/Pages/default.aspx</a>	Yes  Last Meeting (1)	No –  County Clerk's Office	Yes	Search Box	Dilapidated Building & Beautification, Unified Development, Electric & Building
<b>Gilmer County Courthouse</b> 10 Howard Street Glenville, WV 26351 Clerk: Jean Butcher – 462-7641 Commissioner: Brian Kennedy – 462-7470 <a href="http://www.gilmercounty.wv.gov/Pages/default.aspx">http://www.gilmercounty.wv.gov/Pages/default.aspx</a>	No	No –  County Clerk's Office	No		
<b>Grant County Courthouse</b> 5 Highland Avenue Petersburg, WV 26847 Clerk: Harold Hiser – 257-4550 Commissioner: James Wilson – 257-4422 <a href="http://www.grantcountywv.org/">http://www.grantcountywv.org/</a>	No	No –  County Clerk's Office	No		
<b>Greenbrier County Courthouse</b> 200 N. Court Street Lewisburg, WV 24901 Clerk: Robin Loudermilk – 647-6602 Commissioner: Michael McClung-647-6689x0 <a href="http://greenbriercounty.net/">http://greenbriercounty.net/</a>	No	No –  Starting a Book in the County Clerk's Office	Yes	Homepage	Leach 2008, Subdivision, Sexually Oriented Business, Zoning, Floodplain 2012
<b>Hampshire County Courthouse</b> 66 N. High Street Romney, WV 26757 Clerk: Eric Strite – 822-5112 Commissioner: Steve Stonaker – 822-5112 <a href="http://hampshirewv.com/">http://hampshirewv.com/</a>	No	No –  County Clerk's Office	Yes	"Our County Government Links" – Hampshire County Planning Office	Building Code, Subdivision, Floodplain, Salvage Yard, Telecommunications, Exotic Entertainment, Storm Water Management

# County Information Chart

County Contacts and Website	Minutes Online	Ordinance Book Kept	Ordinances on Website	Where to Find	Ordinance/Regulation/Code/ Permit Categories
<b>Hancock County Courthouse</b> 102 N. Court Street New Cumberland, WV 26047 Clerk: George Foley – 534-3311 x266 Commissioner: Michael Swartzmiller 564-3311 <a href="http://hancockcountywv.org/">http://hancockcountywv.org/</a>	No	No – County Clerk and County Commission Offices – Filed by Subject	Just City of Weirton Ordinance	Communities –  City of Weirton	
<b>Hardy County Courthouse</b> 204 Washington Street, Room 111 Moorefield, WV 26836 Clerk: Gregory Ely – 530-0250 Commissioner: William Keplinger – 530-0284 <a href="http://www.hardycountv.com/">http://www.hardycountv.com/</a>	Yes -  PDF	No –  County Clerk's Office Filed by Subject	Yes	Hardy County Development –  Hardy County Planning Commission	Floodplain, Improvement Location & Fee Schedule, Mobile Home Court, Exotic Entertainment, Salvage Yard, Farmland Preservation, Wireless Telecommunication, Zoning, Subdivision
<b>Harrison County Courthouse</b> 301 W. Main Street Clarksburg, WV 26301 Clerk: Susan Thomas – 624-8675 Commissioner: Ron Watson – 624-8500 <a href="http://www.harrisoncountywv.com/">http://www.harrisoncountywv.com/</a>	No	No –  County Clerk's Office Filed by Subject	Yes	County Commission –  County Ordinance	911 Addressing & Mapping, Adopting International Property Maintenance, Approval & Authorization of Intergovernmental Agreement, Volunteer/Paid Fire Companies Charge Fee, Curfew for Minors, Floodplain, Hotel/Motel Tax, Improvement Location Permit, Restricting Dogs from running at Large, Obstructions within the Bounds of a Public Rd/Abatement of such Obstructions, Identifying Public Health Nuisances/Abatement of such Nuisance, ATV, Recycling, Repealing & Reenacting Planning Commission, Exotic Entertainment

# County Information Chart

County Contacts and Website	Minutes Online	Ordinance Book Kept	Ordinances on Website	Where to Find	Ordinance/Regulation/Code/ Permit Categories
<b>Jackson County Courthouse</b> 100 Court Street Ripley, WV 25271 Clerk: Cheryl Bright – 373-2250 Commissioner: Tommy Nutter – 373-2220 <a href="http://www.jacksoncounty.wv.gov/Pages/default.aspx">http://www.jacksoncounty.wv.gov/Pages/default.aspx</a>	No	Yes –  County Clerk's Office Indexed in the Minutes Book	Yes	County Government -  Ordinance	ATV, Dogs, Cable Franchise, Enhanced 911, EMS, Hotel Tax, Impact Fees, Leash Law, Noise, Planning Commissioner Removal Procedures, Property Safety, E911, Floodplain
<b>Jefferson County Courthouse</b> 100 E. Washington Street Charles Town, WV 25414 Clerk: Jennifer Maghan - 728-3215 Commissioner: Jane Tabb – 728-3284 <a href="http://www.jeffersoncountywv.org/">http://www.jeffersoncountywv.org/</a>	Yes	No –  County Commission Office	Yes	County Government -  Ordinance	ATV, Dogs, Cable Franchise, Enhanced 911, EMS, Hotel Tax, Impact Fees, Leash Law, Noise, Planning Commissioner Removal Procedures, Property Safety, E911, Floodplain
<b>Kanawha County Courthouse</b> 409 Virginia Street, East Charleston, WV 25301 Clerk: Vera McCormick – 357-0136 Commissioner: Kent Carper – 357-0109 <a href="http://kanawha.us/">http://kanawha.us/</a>	Yes –  Video	Yes –  Planning Office	Yes	County Commission -  Commission - Transparency  Ordinance/Regulations	Commercial Dog Breeding Operations, Towing Policy-2014, Public Hearing Notice, Pawn Broker & Scrap Dealers Reporting Requirements, Anti-tethering, Adult Only Establishment, Mobile Home Park ATV, Public Nuisance & Property Maintenance, Salvage Yard, Subdivision, Wireless Communications, Video Lottery, Removal/Clearance of Debris & Refuse of Abandoned Dwellings
<b>Lewis County Courthouse</b> 110 Center Avenue Weston, WV 26452 Clerk: Cindy Rowan – 269-8215 Commissioner: Agnes Queen – 269-8200 <a href="http://lewiscountywv.org/index.html">http://lewiscountywv.org/index.html</a>	Yes	No – County Clerk and County Commission Offices in the Order Book	No		

# County Information Chart

County Contacts and Website	Minutes Online	Ordinance Book Kept	Ordinances on Website	Where to Find	Ordinance/Regulation/Code/ Permit Categories
<b>Lincoln County Courthouse</b> 8000 Court Avenue Hamlin, WV 25523 Clerk: Direl Baker – 824-7990 x233 Commissioner: Kerry Matthews-824-7990 x221 <a href="http://www.lincolncountywv.org/">http://www.lincolncountywv.org/</a>	Yes	No –  County Clerk's Office	No		
<b>Logan County Courthouse</b> 300 Stratton Street Logan, WV 25601 Clerk: John Turner – 792-8600 Commissioner: Danny Godby – 792-8626 <a href="http://www.logancounty.wv.gov/Pages/default.aspx">http://www.logancounty.wv.gov/Pages/default.aspx</a>	No	No –  County Commission Office	No		Clean Indoor Air, Water/Sewer Rate, Zoning
<b>Marion County Courthouse</b> 219 Adams Street Fairmont, WV 26554 Clerk: Janice Cosco – 367-5440 Commissioner: Randy Elliott – 367-5400 <a href="http://www.marioncountywv.com/">http://www.marioncountywv.com/</a>	Yes –  PDF	No –  Record Room	No		Noise, Floodplain
<b>Marshall County Courthouse</b> 600 7 <sup>th</sup> Street, Room 106 Moundsville, WV 26041 Clerk: Jan Pest – 845-1220 Commissioner: Robert Miller – 845-0482 <a href="http://www.marshallcountywv.org/">http://www.marshallcountywv.org/</a>	Yes –  PDF	No –  County Commission Office on Administrator's Computer	No		
<b>Mason County Courthouse</b> 200 6 <sup>th</sup> Street Point Pleasant, WV 25550 Clerk: Diana Cromley – 675-1997 Commissioner: Rick Handly – 675-1110 <a href="http://www.masoncounty.wv.gov/Pages/default.aspx">http://www.masoncounty.wv.gov/Pages/default.aspx</a>	No	No –  County Clerk's Record Room in the Order Book	No		911, Floodplain, Leash law, Recycling, Exotic Entertainment

# County Information Chart

County Contacts and Website	Minutes Online	Ordinance Book Kept	Ordinances on Website	Where to Find	Ordinance/Regulation/Code/ Permit Categories
<b>McDowell County Courthouse</b> 90 Wyoming Street, Suite 109 Welch, WV 24801 Clerk: Donald Hicks – 436-8544 Commissioner: Harold McBride – 436-8548 <a href="http://mcdowellcounty.wv.gov/Pages/default.aspx">http://mcdowellcounty.wv.gov/Pages/default.aspx</a>	No	Yes –  Redevelopment Office 436-8582	No		
<b>Mercer County Courthouse</b> 1501 W. Main Street, Suite 121 Princeton, WV 24740 Clerk: Verlin Moye – 487-8311 Commissioner: Greg Puckett – 487-8309 <a href="http://www.mercercounty.wv.gov/Pages/default.aspx">http://www.mercercounty.wv.gov/Pages/default.aspx</a>	No	No	No	Minutes Book by using the Inquiry Station, using Laserfiche	Public Health, Litter, Noise, Exotic Entertainment, Recreational ATV's
<b>Mineral County Courthouse</b> 150 Armstrong Street Keyser, WV 26726 Clerk: Lauren Ellifritz – 788-3924 Commissioner: Richard Lechliter – 788-3924 <a href="http://www.mineralcountywv.com/index.asp">http://www.mineralcountywv.com/index.asp</a>	No –  Indexed by Subject	No –  Run in the Minutes Book and Indexed	Yes	Government Offices - County Planning Office - Ordinances	Leash Law, ATV's, Exotic Entertainment, Building Safety, Subdivision, Salvage Yard
<b>Mingo County Courthouse</b> 75 E. Second Avenue Williamson, WV 25661 Clerk: Jim Hatfield – 235-0330 Commissioner: Greg Smith 235-0380 <a href="http://mingocountywv.comstatic/index.html">http://mingocountywv.comstatic/index.html</a>	Yes	No –  County Clerk's Office	No		Floodplain
<b>Monongalia County Courthouse</b> 243 High Street Morgantown, WV 26505 Clerk: Carye Blaney – 291-7230 Commissioner: Tom Bloom – 291-7257 <a href="http://www.co.monongalia.wv.us/index.html">http://www.co.monongalia.wv.us/index.html</a>	No	No –  County Clerk's Office	Yes	Home Page	Soliciting/Panhandling, Smoking, Dogs, Unsafe/Unsanitary Structures, Planning Districts within Unincorporated Area, Planning Commission, Tower, Floodplain

# County Information Chart

County Contacts and Website	Minutes Online	Ordinance Book Kept	Ordinances on Website	Where to Find	Ordinance/Regulation/Code/ Permit Categories
<b>Monroe County Courthouse</b> 216 Main Street Union, WV 24983 Clerk: Donald Evans – 772-3096 Commissioner: Clyde Gum, Jr. – 772-3096 <a href="http://www.monroecountywv.net/">http://www.monroecountywv.net/</a>	Yes	No –  County Clerk's Office	Yes	County Commission - County Ord.	Unsafe/Unsanitary Structures & Refuse, Wireless Telecommunications Facilities
<b>Morgan County Courthouse</b> 77 Fairfax Street, Room 102 Berkeley Springs, WV 36522 Clerk: Debra Kesecker - 258-8547 Commissioner: Bradley Close – 258-8540 <a href="http://morgancountywv.gov/">http://morgancountywv.gov/</a>	Yes	Yes –  County Clerk's Office	Yes	Commission - Ordinances	911 Addressing & Mapping, Ambulance Fee, ATV, Subdivision ATV, Canine Restraint, Dog Leash, Noise, Hotel Occupancy-2011, Salvage Yard, Subdivision
<b>Nicholas County Courthouse</b> 700 Main Street, Suite 2 Summersville, WV 26651 Clerk: Audra Deitz – 872-7820 Commissioner: Ken Altizer – 872-7830 <a href="http://www.nicholascountywv.org/">http://www.nicholascountywv.org/</a>	No	No – County Commission Office – Ordinance – Request Letter	Yes	Homepage	Salvage Yard, Hotel/Motel Tax, Exotic Entertainment, E911 Addressing, Fire Department Billing Authority
<b>Ohio County Courthouse</b> 1500 Chapline Street Wheeling, WV 26003 Clerk: Patty Fahey – 234-3656 Commissioner: Tim McCormick – 234-3628 <a href="http://www.ohiocounty.wv.gov/Pages/default.aspx">http://www.ohiocounty.wv.gov/Pages/default.aspx</a>	No	Yes –  County Commission Office	No		
<b>Pendleton County Courthouse</b> 100 S. Main Street Franklin, WV 26807 Clerk: Linda Rexroad – 358-2505 Commissioner: Gene Mconnell – 358-7573 <a href="http://www.pendletoncounty.wv.gov/Pages/default.aspx">http://www.pendletoncounty.wv.gov/Pages/default.aspx</a>	No	Yes –  County Commission Office	No		

# County Information Chart

County Contacts and Website	Minutes Online	Ordinance Book Kept	Ordinances on Website	Where to Find	Ordinance/Regulation/Code/ Permit Categories
<b>Pleasants County Courthouse</b> 301 Court Lane St. Marys, WV 26170 Clerk: Sue Morgan – 684-3542 Commissioner: Larry Barnhart – 684-3542 No Website	No	No	No		
<b>Pocahontas County Courthouse</b> 900 C 10 <sup>th</sup> Avenue Marlinton, WV 24954 Clerk: Missy Bennett – 799-4549 Commissioner: Bill Beard, Jr. – 653-4278 <a href="http://www.pocahontascounty.wv.gov/Pages/default.aspx">http://www.pocahontascounty.wv.gov/Pages/default.aspx</a>	Yes –  Video of Meetings	No –  County Commission Office in the Order Book	No		911, Floodplain, Dog
<b>Preston County Courthouse</b> 106 West Main Street, Suite 103 Kingwood, WV 26537 Clerk: Linda Huggins – 329-0070 Commissioner: Craig Jennings – 329-1805 <a href="http://www.prestoncountywv.org/">http://www.prestoncountywv.org/</a>	No	No – County Clerk's Office in the Law Order Book	Yes	Resources –  Ordinance	Dogs, Exotic Entertainment, E911, Fire Department Charging, Mass Gatherings, Litter, Floodplain
<b>Putnam County Courthouse</b> 3389 Winfield Road Winfield, WV 25213 Clerk: Brian Wood – 586-0202 Commissioner: Andy Skidmore – 586-0201 <a href="http://www.putnamcounty.org/government/">http://www.putnamcounty.org/government/</a>	Yes	Yes –  Planning Office in the Court Order Book	No		

# County Information Chart

County Contacts and Website	Minutes Online	Ordinance Book Kept	Ordinances on Website	Where to Find	Ordinance/Regulation/Code/ Permit Categories
<b>Raleigh County Courthouse</b> 215 Main Street Beckley, WV 25801 Clerk: Betty Riffe – 255-9123 Commissioner: Dave Tolliver – 255-9146 <a href="http://raleighcounty.com/">http://raleighcounty.com/</a>	No	Yes –  County Commission Office	Yes	General Information -  Ordinances	Abandoned Building, ATV, Board of Zoning Appeal, Building Code, Commercial Dog Breeding, Exotic Entertainment, Floodplain, Leach Law, Manufactured Home Park & Campground, Noise, Salvage Yard, Sexually Oriented Business, Storm water Management, Subdivision, Telecommunications, Video Lottery, Zoning
<b>Randolph County Courthouse</b> 2 Randolph Avenue Elkins, WV 26241 Clerk: Brenda Wiseman – 636-0543 Commissioner: Michael Taylor – 636-2057 <a href="http://www.randolphcountycommissionwv.org/">http://www.randolphcountycommissionwv.org/</a>	No	No –  County Clerk's Office	No		Smoking, Dog
<b>Ritchie County Courthouse</b> 115 East Main Street, Room 201 Harrisville, WV 26362 Clerk: Tracie McDonald – 643-2164 x221 Commissioner: Samuel Rogers– 643-2164 x441 <a href="http://www.ritchiecounty.wv.gov/Pages/default.aspx">http://www.ritchiecounty.wv.gov/Pages/default.aspx</a>	No	No	No		
<b>Roane County Courthouse</b> 200 Main Street Spencer, WV 25276 Clerk: Charles White, Jr. – 927-2860 Commissioner: Melissa O'Brien - 927-0078 <a href="http://www.roanewv.com/">http://www.roanewv.com/</a>	No	No –  County Clerk and County Commission Office	No		

# County Information Chart

County Contacts and Website	Minutes Online	Ordinance Book Kept	Ordinances on Website	Where to Find	Ordinance/Regulation/Code/ Permit Categories
<b>Summers County Courthouse</b> 120 Ballengee Street, Suite 106 Hinton, WV 25951 Clerk: Mary Beth Merritt – 466-7104 Commissioner: Bill Lightner – 466-7100 <a href="http://summerscountywv.org">http://summerscountywv.org</a>	No	Yes –  County Clerk's Office in the Court Order Book	Yes	Bottom of Homepage	Building Permits, Telecommunications, Animal Control
<b>Taylor County Courthouse</b> 214 W. Main Street Grafton, WV 26354 Clerk: Georgianna Thompson - 265-1401 Commissioner: David Efew – 265-0113 <a href="http://www.taylorcounty.wv.gov/Pages/default.aspx">http://www.taylorcounty.wv.gov/Pages/default.aspx</a>	No	No –  County Clerk's Office	No		
<b>Tucker County Courthouse</b> 215 First Street, Suite 3 Parsons, WV 26287 Clerk: Sherry Simmons – 478-2414 x201 Commissioner: Patrick Darlington – 478-2866 <a href="http://www.tuckercounty.wv.gov/Pages/default.aspx">http://www.tuckercounty.wv.gov/Pages/default.aspx</a>	No	Yes –  County Clerk's Office	No		
<b>Tyler County Courthouse</b> 311 Main Street Middlebourne, WV 26149 Clerk: Teresa Hamilton – 758-2102 Commissioner: Eric Vincent 758-2102 <a href="http://tylercountywv.com/">http://tylercountywv.com/</a>	No	Yes –  County Clerk's Office in the General Order Book	No		
<b>Upshur County Courthouse</b> 40 W. Main Street Buckhannon, WV 26201 Clerk: Debbie Thacker Wilfong - 472-1068 Commissioner: JC Raffety – 472-0535 <a href="http://www.upshurcounty.org/">http://www.upshurcounty.org/</a>	Yes	No –  County Clerk and County Commission Office	Yes	Bottom of Homepage	Building Permit, Exotic Entertainment, Floodplain, Addressing & Mapping, Safety Site & Structures, Fire Fee, Hotel/Motel, 911, Safe

# County Information Chart

County Contacts and Website	Minutes Online	Ordinance Book Kept	Ordinances on Website	Where to Find	Ordinance/Regulation/Code/ Permit Categories
<b>Wayne County Courthouse</b> 700 Hendricks Street Wayne, WV 25570 Clerk: Renick Booth – 272-6362 Commissioner: Robert Pasley – 272-6350 <a href="http://www.waynecountywv.org/">http://www.waynecountywv.org/</a>	No	Yes –  County Clerk's Office	Yes	Homepage under Home Tab –  Ordinances	911 Addressing & Mapping, Ambulance Rotation, Courthouse Holidays, Excess Levy, Proposed Floodplain, Revisions to Surplus Property, Adult Only Establishments, Dog Control, Mileage Reimbursement, Building Commission
<b>Webster County Courthouse</b> 2 Court Square Webster Springs, WV 26288 Clerk: Eva Green – 847-2508 Commissioner: Daniel Dotson – 847-5780 <a href="http://www.webstercounty.wv.gov/Pages/default.aspx">http://www.webstercounty.wv.gov/Pages/default.aspx</a>	No	No –  County Commission Office	No		Floodplain
<b>Wetzel County Courthouse</b> 200 Main Street New Martinsville, WV 26155 Clerk: Carol Haught – 455-8224 Commissioner: Bob Gorby – 455-8217 <a href="http://www.wetzelcounty.wv.gov/Pages/default.aspx">http://www.wetzelcounty.wv.gov/Pages/default.aspx</a>	No	No –  County Commission Office	No –  Anticipate website soon		911, Floodplain, Salvage Yard
<b>Wirt County Courthouse</b> 1 Court Square Elizabeth, WV 26143 Clerk: Suellen Calebaugh – 275-4271 Commissioner: Robert Lowe – 275-4271 <a href="http://www.wirtcounty.wv.gov/Pages/default.aspx">http://www.wirtcounty.wv.gov/Pages/default.aspx</a>	No	No	No		
<b>Wood County Courthouse</b> 1 Court Square, Suite 205 Parkersburg, WV 26101 Clerk: Mark Rhodes – 424-1850 Commissioner: Stephen Gainer - 424-1976 <a href="http://www.woodcountywv.com/">http://www.woodcountywv.com/</a>	Yes –  After 2010	No	Yes –  After 2010		Road Naming, Alley Closing, Video Lottery, Building Permits, Floodplain, Recycling

# County Information Chart

County Contacts and Website	Minutes Online	Ordinance Book Kept	Ordinances on Website	Where to Find	Ordinance/Regulation/Code/ Permit Categories
<b>Wyoming County Courthouse</b> 24 Main Avenue Pineville, WV 24874 Clerk: D. Michael Goode-732-8000 x242 Commissioner: Larry Mathis – 732-0007 x295 <a href="http://www.wyomingcounty.com/default.aspx">http://www.wyomingcounty.com/default.aspx</a>	No	No –  County Commission Office	No		



WEST VIRGINIA DEPARTMENT OF TRANSPORTATION

**Division of Highways**

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

Earl Ray Tomblin  
Governor

Paul A. Mattox, Jr., P. E.  
Secretary of Transportation/  
Commissioner of Highways

December 14, 2015

**To Whom It May Concern:**

The Statewide Transportation Improvement Program (STIP) is a financially constrained document required to show planned Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) expenditures, over the next four years. This letter has been sent to inform you that a draft copy of the 2016-2021 STIP has been made available for public comment. A copy of the document may be viewed and/or downloaded on the web at [www.go.wv.gov/dotcomment](http://www.go.wv.gov/dotcomment). If you cannot access the web and would like to receive a copy of the document, you may send a request to the address below.

All written comments are to be received no later than January 30, 2016, and should be mailed to:

Mr. Ryland W. Musick, P. E.  
Director  
Programming Division  
West Virginia Division of Highways  
Building 5, Room A-430  
1900 Kanawha Boulevard, East  
Charleston, West Virginia 25305-0430

Thank you for your assistance in the matter, your efforts are indeed appreciated. Should you have any questions, please contact Ms. Eva Melancon, Program Development Unit Leader within our Programming Division, at (304) 558-9611.

Very truly yours,

A handwritten signature in cursive script that reads "Robert L. Pennington".

Robert L. Pennington, P. E.  
Deputy State Highway Engineer –  
Programming and Planning

RLP:MI

Attachment

cc: Mr. Jason Workman, Federal Highway Administration- w/o attachment  
Ms. Michele DeAngelis, Federal Transit Administration- w/o attachment  
Ms. Kathleen Zubrzycki, Federal Transit Administration- w/o attachment

# Jefferson County Public Service District

Received

DEC 14 2015

Jefferson County Public Service District  
Regular Board Meeting  
November 2, 2015

Jefferson County Commission

The monthly meeting of the Jefferson County Public Service District was held at 7:00PM on Monday, November 2, 2015 in the meeting room at the Districts office in Kearneysville. Those in attendance included: Chairman, Peter Appignani; Treasurer, Bill Strider; Secretary, Richard Weese; General Manager, Susanne Lawton; Administrative Assistant, Ashley Stottlemeyer; District Legal Counsel, Jim Kelsh; and from Thrasher Engineering, Wayne Morgan.

## CALL TO ORDER

Chairman Peter Appignani called the meeting to order at 7:00PM.

## Approval of agenda

The Board made no changes to the agenda.

## Public Comments

Jacquelyn Milliron expressed her disapproval of the District approving the issuance of the loan for the sewer transmission project prior to getting approval from the Public Service Commission on a final rate for customers. She also expressed her concern that the District should be looking at other alternatives to funding and decreasing rates besides getting a loan.

## OLD BUSINESS

### Review Minutes of October 5 regular board meeting

The minutes of the October 5, 2015 regular board meeting were approved as presented.

**Action: Motion made by Mr. Strider and seconded by Mr. Weese to accept the October 5, 2015 regular board meeting minutes as presented. Unanimously approved.**

### Update on the water systems improvement project for Glen Haven and Cavaland

#### ▪ Consider approval of Resolution #13

Ms. Lawton stated after the final accounting was completed by Cox Hollida & Professionals, there was a remaining \$58.90 in the grant for the District to use. The Board needed to approve the thirteenth withdraw from the bond proceeds to use the remaining money to purchase supplies for a new tap in Cavaland. Mr. Appignani read the resolution for payment #13 as follows:

RESOLUTION OF THE PUBLIC SERVICE BOARD OF THE JEFFERSON COUNTY PUBLIC SERVICE DISTRICT APPROVING INVOICES RELATING TO ENGINEERING AND OTHER SERVICES FOR THE CAVALAND & GLEN HAVEN WATER SYSTEM IMPROVEMENTS PROJECT AND AUTHORIZING PAYMENT THEREOF IN THE AMOUNT OF \$58.90.

**Action: Motion made by Mr. Strider and seconded by Mr. Weese to adopt the resolution as read totaling \$58.90. Unanimously approved.**

### Discuss sewer collection and transmission project

Mr. Morgan informed the Board that the RUS application has been drafted and will be submitted within the month.

**Action: No action required by the Board.**

### Discuss acquisition of water and sewer utility assets of Jefferson Utilities, Inc., Shenandoah Junction, Inc., and East Jefferson Sewer, LLC and water project to replace and upgrade Keyes Ferry Acres, Westridge Hills, and Harpers Ferry Campsites

Ms. Lawton stated the project was tabled at the IJDC full council on October 7<sup>th</sup> and rescheduled to the November 12<sup>th</sup> meeting.

**Action: No action required by the Board.**

Discuss the ownership of the Highland Farms wastewater treatment plant site

Mr. Kelsh sent a letter in response to Mr. McGinnis's request and is waiting for a response.

**Action: No action required by the Board.**

Discuss the District's financial status (status of paying bills)

Ms. Lawton stated that the District will need an estimated \$130,000 in payments to cover the disbursements for sewer and \$2,700 for water.

**Action: No action required by the Board.**

**NEW BUSINESS**

Consideration of and final action on the adoption of a Bond Resolution authorizing the issuance of not to exceed \$660,000 in principal amount of the Jefferson County Public Service District's Sewer Revenue Bonds (Sewer Project Development), Series 2015 (the "Series 2015 Bonds") to finance costs relating to the development and design of improvements to the sewer system of the District and to pay costs relating to the issuance of the Series 2015 Bonds.

Mr. Kelsh stated that a few months back the Board approved a loan for \$666,000 for preliminary items needed for the sewer transmission project. The Board now needs to approve the Bond Resolution authorizing this issuance. Mr. Appignani recused himself from any discussions or actions on this item based on the Advisory Opinion 2015-08 of the West Virginia Ethics Commission that was issued on May 7, 2015. In that opinion from the Ethics Commission it states that Mr. Appignani may recuse himself from discussions if he felt there may be a conflict of interest for Board members taking actions on certain matters. He left the room for this discussion, along with the next three agenda items.

Since the Chairman recused himself from the discussions and taking any actions, Mr. Kelsh presented a resolution for the Board to approve authorizing the treasurer to sign documents rather than the Chairman. Mr. Weese read the resolution into record as follows:

RESOLUTION AUTHORIZING DISTRICT TREASURER TO SIGN DOCUMENTS RELATED TO SEWER SYSTEM IMPROVEMENT PROJECT.

**Action: Motion made by Mr. Weese and seconded by Mr. Strider to approve the resolution as read by Mr. Weese. Approved 2-0.**

Mr. Kelsh read the Bond Resolution into record as follows:

RESOLUTION AUTHORIZING THE ISSUANCE OF SEWER REVENUE BONDS (SEWER PROJECT DEVELOPMENT), SERIES 2015, OF JEFFERSON COUNTY PUBLIC SERVICE DISTRICT IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$660,000 JUNIOR AND SUBORDINATE TO THE SERIES 1988B BONDS, THE SERIES 1998B BONDS, THE SERIES 1998C BONDS, THE SERIES 1999A BONDS, THE SERIES 2000A BONDS, THE SERIES 2008A BONDS, THE SERIES 2010A BONDS AND THE SERIES 2013A BONDS TO FINANCE COSTS RELATING TO THE DEVELOPMENT AND DESIGN OF CERTAIN IMPROVEMENTS TO THE EXISTING SEWER SYSTEM OF JEFFERSON COUNTY PUBLIC SERVICE DISTRICT; DEFINING AND PRESCRIBING THE TERMS AND PROVISIONS OF THE SERIES 2015 BONDS; PROVIDING GENERALLY FOR THE RIGHTS AND REMEDIES AND SECURITIES OF THE HOLDER OF THE SERIES 2015 BONDS AND FOR A STATUTORY MORTGAGE LIEN; AND PROVIDING WHEN THIS RESOLUTION SHALL TAKE EFFECT.

**Action: Motion made by Mr. Strider and seconded by Mr. Weese to adopt the bond resolution as read into record by Mr. Kelsh. Approved 2-0.**

Authorization to open a bank account at Bank of Charles Town for the receipt and disbursement of the proceeds of the Series 2015 Bonds

**Action: Motion made by Mr. Strider and seconded by Mr. Weese to approve the opening of a bank account at the Bank of Charles Town for the receipt and disbursement of the proceeds of the Series 2015 Bonds. Approved 2-0.**

Adoption of one or more resolutions authorizing the disbursement of a portion of the proceeds of the Series 2015 Bonds

**Action:** Motion made by Mr. Strider and seconded by Mr. Weese to approve Resolution No. 1 approving invoices relating to engineering and other services for the sewer transmission improvements project and authorizing payment thereof. Approved 2-0.

Other actions relating to the Series 2015 Bonds and/or the related sewer system improvement project

**Action:** No action required by the Board.

Consider the approval of the District's draft financial statement audit for the fiscal year ended June 30, 2015, presentation by Chuck Young of Cox Hollida and Professionals

Chuck Young from Cox Hollida & Professionals presented a draft of the annual audit for the fiscal year of July 1, 2014 to June 30, 2015. The District had 116% coverage for the year. There was one minor reportable finding in internal control over compliance in which the District failed to screen vendors for disbarment or suspension prior to receiving federal grant funds for the water systems project.

**Action:** Motion made by Mr. Strider and seconded by Mr. Weese to approve the draft Financial Statement ending 6/30/15 as presented. Unanimously approved.

Review of West Virginia Annual Reports filed for the District's Water and Sewer Systems for the fiscal year ended June 30, 2015, presentation by Chuck Young of Cox Hollida and Professionals

This item was discussed in the above agenda item.

**Action:** No action required by the Board.

Consider donation to Fraternal Order of Police #83 for "Santa with a Badge" program

Ms. Lawton suggested the District not accept requests for donations at this time due to the District's financial status. Commissioner Jane Tabb was absent from the meeting, but notified Ms. Lawton that she will make the donation to the Fraternal Order of Police on behalf of the District.

**Action:** Motion made by Mr. Strider and seconded by Mr. Weese to restrict donations until the District is in a better financial position. Unanimously approved.

Update on Status of Current Public Service Commission Cases

2015 sewer rate case – The case is still pending.

Jacquelyn Milliron et al v. Jefferson County PSD, Case No. 15-1478-PSWD-C – The case is still pending.

**Action:** No action required by the Board.

Discussion of any Expenses over Budget

There were no items over budget this month.

**Action:** No action required by the Board.

Disbursements

**Action:** Motion made by Mr. Strider and seconded by Mr. Weese to approve disbursements for Public Service District water expenses in the amount of \$7,886.12. Unanimously approved.

**Action:** Motion made by Mr. Strider and seconded by Mr. Weese to approve disbursements for the Public Service District sewer expenses in the amount of \$202,950.91. Unanimously approved.

Approve transfer of \$3,694.15 from the Renewal & Replacement account to the Sewer Operating account for pump repairs at pump station 1-10

Approve transfer of \$5,849.86 from the Sewer Security Deposit account to the Sewer Operating account for security deposit refunds

**Action:** Motion made by Mr. Strider and seconded by Mr. Weese to approve transfer of \$3,694.15 from the Renewal & Replacement account to the Sewer Operating account for pump repairs at pump station 1-10 and approve transfer of \$5,849.86

from the Sewer Security Deposit account to the Sewer Operating account for security deposit refunds. Unanimously approved.

General Manager's Report

Ms. Lawton updated the Board on activities since last month's meeting.

Euclid Avenue – The District will be connecting two new customers at this location.

**Action:** No action required by the Board.

Other staff reports

None discussed.

**Action:** No action required by the Board.

Correspondence

None discussed.

**Action:** No action required by the Board.

Public Comment

None.

**Action:** Motion made by Mr. Weese and seconded by Mr. Strider to convene in executive session for the purpose of discussing litigation. Unanimously approved.

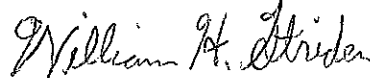
**Action:** Motion made by Mr. Strider and seconded by Mr. Weese to return to public session. Unanimously approved.

**Action:** Motion made by Mr. Strider and seconded by Mr. Weese to adjourn. Unanimously approved.


There being no further business at this time, the meeting was adjourned at 8:01PM.

The next regular meeting is scheduled for Monday, December 7, 2015 at 7:00pm at 340 Edmond Road, Suite A at the Districts office in Kearneysville.

Respectfully Submitted,



William H. Strider  
Treasurer



Richard Weese  
Secretary

**WEST VIRGINIA LOTTERY  
WEEKLY SETTLEMENT FOR CHARLES TOWN**

<b>Week Ending Date</b>	FY16 December 12, 2015
<b>To be Deposited on:</b>	December 18, 2015
Amount Played	46,921,746.06
Amount Won	42,197,933.62
Amount Promo	249,156.00
MWAP Contribution	<u>1,890.22</u>
<b>Adjusted Gross Terminal Revenue</b>	<b><u>4,472,766.22</u></b>
Administrative Costs @ 4%	70,401.70
Excess Lottery Fund @ 4%	<u>108,508.95</u>
<b>Net Terminal Revenue</b>	<b><u>4,293,855.57</u></b>
Surcharge @ 10%	0.00
State Share Excess @ 58% & 10% of 42%	0.00
Track Share of Capital Reinvestment @ 90% of 42%	<u>0.00</u>
<i>Track Share of Capital Reinvestment @ 96%</i>	<i>0.00</i>
<i>Track Share of Capital Reinvestment @ 4%</i>	<i>0.00</i>
<b>Adjusted Net Terminal Revenue</b>	<b><u>4,293,855.57</u></b>
Racetrack @ 46.50% / 42%	1,996,642.84
Lottery Fund @ 30% / 0%	1,288,156.64
Excess Lottery Fund @ 0% / 41%	0.00
Excess Lottery Fund @ 12.85% / 9.55%	551,760.45
Race Track Purses @ 90% of 7% / 4%	270,512.90
Employee Pension Fund @ 1% / .5%	42,938.56
Greyhound Development @ 90% of .75%	28,983.53
Thoroughbred Development @ 90% of .75%	28,983.53
County/Municipality @ 2%	<u>85,877.12</u>
	<b><u>4,293,855.57</u></b>

**WEST VIRGINIA LOTTERY**  
**First Benchmark**  
**Charles Town**  
**County / City Split**  
**Fiscal Year 2016**

Charles Town  
1999 Net Terminal Revenue     \$   45,603,174  
Benchmark Goal @ 2%           \$   912,063.48

DATE	2% OF ADJ. NET REVENUE	TO JEFFERSON COUNTY	TO FIVE CITIES	BOLIVAR 7.93%	CHARLES TOWN 39.90%	HARPERS FERRY 2.17%	RANSON 33.68%	SHEPHERDS TOWN 16.32%
4 days ending: 07/04/15	\$ 89,446.56	\$ 89,446.56	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Week ending:								
07/11/15	\$ 119,132.68	\$ 119,132.68	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
07/18/15	\$ 112,706.24	\$ 112,706.24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
07/25/15	\$ 109,356.88	\$ 109,356.88	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/01/15	\$ 119,089.60	\$ 119,089.60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/08/15	\$ 115,689.52	\$ 115,689.52	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/15/15	\$ 108,726.48	\$ 108,726.48	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/22/15	\$ 108,922.12	\$ 108,922.12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/29/15	\$ 117,576.80	\$ 73,285.10	\$ 44,291.70	\$ 3,512.33	\$ 17,672.39	\$ 961.13	\$ 14,917.44	\$ 7,228.41
09/05/15	\$ 111,781.52	\$ 55,890.76	\$ 55,890.76	\$ 4,432.14	\$ 22,300.41	\$ 1,212.83	\$ 18,824.01	\$ 9,121.37
09/12/15	\$ 126,546.60	\$ 63,273.30	\$ 63,273.30	\$ 5,017.57	\$ 25,246.05	\$ 1,373.03	\$ 21,310.45	\$ 10,326.20
09/19/15	\$ 108,466.12	\$ 54,233.06	\$ 54,233.06	\$ 4,300.68	\$ 21,638.99	\$ 1,176.86	\$ 18,265.69	\$ 8,850.84
09/26/15	\$ 104,879.20	\$ 52,439.60	\$ 52,439.60	\$ 4,158.46	\$ 20,923.40	\$ 1,137.94	\$ 17,661.66	\$ 8,558.14
10/03/15	\$ 106,209.88	\$ 53,104.94	\$ 53,104.94	\$ 4,211.22	\$ 21,188.87	\$ 1,152.38	\$ 17,885.74	\$ 8,666.73
10/10/15	\$ 100,582.52	\$ 50,291.26	\$ 50,291.26	\$ 3,988.10	\$ 20,066.21	\$ 1,091.32	\$ 16,938.10	\$ 8,207.53
10/17/15	\$ 106,097.60	\$ 53,048.80	\$ 53,048.80	\$ 4,206.77	\$ 21,166.47	\$ 1,151.16	\$ 17,866.84	\$ 8,657.56
10/24/15	\$ 110,837.44	\$ 55,418.72	\$ 55,418.72	\$ 4,394.70	\$ 22,112.07	\$ 1,202.59	\$ 18,665.02	\$ 9,044.34
10/31/15	\$ 114,047.28	\$ 57,023.64	\$ 57,023.64	\$ 4,521.98	\$ 22,752.43	\$ 1,237.41	\$ 19,205.56	\$ 9,306.26
11/07/15	\$ 111,664.16	\$ 55,832.08	\$ 55,832.08	\$ 4,427.48	\$ 22,277.00	\$ 1,211.56	\$ 18,804.24	\$ 9,111.80
11/14/15	\$ 112,025.72	\$ 56,012.86	\$ 56,012.86	\$ 4,441.82	\$ 22,349.13	\$ 1,215.48	\$ 18,865.13	\$ 9,141.30
11/21/15	\$ 100,387.52	\$ 50,193.76	\$ 50,193.76	\$ 3,980.37	\$ 20,027.31	\$ 1,089.20	\$ 16,905.26	\$ 8,191.62
11/28/15	\$ 120,021.96	\$ 60,010.98	\$ 60,010.98	\$ 4,758.87	\$ 23,944.38	\$ 1,302.24	\$ 20,211.70	\$ 9,793.79
12/05/15	\$ 95,535.72	\$ 47,767.86	\$ 47,767.86	\$ 3,787.99	\$ 19,059.38	\$ 1,036.56	\$ 16,088.22	\$ 7,795.71
12/12/15	\$ 85,877.12	\$ 42,938.56	\$ 42,938.56	\$ 3,405.03	\$ 17,132.48	\$ 931.77	\$ 14,461.71	\$ 7,007.57
<b>Subtotal</b>	<b>\$ 2,615,607.24</b>	<b>\$ 1,763,835.36</b>	<b>\$ 851,771.88</b>	<b>\$ 67,545.51</b>	<b>\$ 339,856.97</b>	<b>\$ 18,483.46</b>	<b>\$ 286,876.77</b>	<b>\$ 139,009.17</b>

Benchmark Goal @ 2%     \$   912,063.48

Remainder until 1% / 1% Split     \$           -

**VIDEO LOTTERY REPORT**

FY 2012		FY 2013		FY 2014		FY 2015		FY 2016	
Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount
7/1-2/2011	69,824.12	7/7/2012	161,637.92	7/6/2013	123,196.88	7/5/2014	106,819.12	7/4/2015	89,446.56
7/9/2011	171,717.28	7/14/2012	129,458.04	7/13/2013	128,060.40	7/12/2014	111,792.16	7/11/2015	119,132.68
7/16/2011	143,019.52	7/21/2012	130,037.00	7/20/2013	115,128.84	7/19/2014	116,320.32	7/18/2015	112,706.24
7/23/2011	146,508.00	7/28/2012	137,164.44	7/27/2013	123,049.56	7/26/2014	112,502.48	7/25/2015	109,356.88
7/30/2011	144,510.28	8/4/2012	132,931.16	8/3/2013	116,180.80	8/2/2014	117,145.12	8/1/2015	119,089.60
8/6/2011	151,495.28	8/11/2012	134,212.88	8/10/2013	120,078.64	8/9/2014	114,374.60	8/8/2015	115,689.52
8/13/2011	117,350.38	8/18/2012	110,241.90	8/17/2013	124,888.56	8/16/2014	114,105.32	8/15/2015	108,726.48
8/20/2011	71,614.12	8/25/2012	66,209.90	8/24/2013	89,882.12	8/23/2014	116,097.04	8/22/2015	108,922.12
8/27/2011	63,432.14	9/1/2012	67,133.42	8/31/2013	58,913.18	8/30/2014	60,280.02	8/29/2015	73,285.10
9/3/2011	80,837.76	9/8/2012	74,029.40	9/7/2013	67,758.74	9/6/2014	61,420.28	9/5/2015	55,890.76
9/10/2011	84,845.80	9/15/2012	61,838.04	9/14/2013	53,374.22	9/13/2014	51,364.96	9/12/2015	63,273.30
9/17/2011	66,748.62	9/22/2012	56,996.90	9/21/2013	54,277.94	9/20/2014	50,664.54	9/19/2015	54,233.06
9/24/2011	68,929.80	9/29/2012	61,611.40	9/28/2013	54,881.50	9/27/2014	50,127.22	9/26/2015	52,439.60
10/1/2011	68,871.64	10/6/2012	62,715.20	10/5/2013	55,950.74	10/4/2014	53,531.28	10/3/2015	53,104.94
10/8/2011	70,866.90	10/13/2012	60,710.18	10/12/2013	55,837.92	10/11/2014	51,127.00	10/10/2015	50,291.26
10/15/2011	75,262.66	10/20/2012	62,333.08	10/19/2013	61,327.20	10/18/2014	56,414.64	10/17/2015	53,048.80
10/22/2011	68,757.72	10/27/2012	58,073.54	10/26/2013	52,854.06	10/25/2014	49,890.20	10/24/2015	55,418.72
10/29/2011	60,507.98	11/3/2012	56,545.30	11/2/2013	57,543.54	11/1/2014	52,242.34	10/31/2015	57,023.64
11/5/2011	70,673.88	11/10/2012	56,110.96	11/9/2013	54,666.76	11/8/2014	52,819.26	11/7/2015	55,832.08
11/12/2011	67,627.10	11/17/2012	57,432.36	11/16/2013	56,495.96	11/15/2014	51,810.32	11/14/2015	56,012.86
11/19/2011	60,690.60	11/24/2012	65,888.86	11/23/2013	48,628.62	11/22/2014	46,228.62	11/21/2015	50,193.76
11/26/2011	74,140.54	12/1/2012	50,243.34	11/30/2013	59,645.66	11/29/2014	55,593.44	11/28/2015	60,010.98
12/3/2011	59,429.94	12/8/2012	50,770.96	12/7/2013	47,306.24	12/6/2014	46,792.50	12/5/2015	47,767.86
12/10/2011	51,395.44	12/15/2012	47,022.38	12/14/2013	29,229.02	12/13/2014	40,904.98	12/12/2015	42,938.56
12/17/2011	55,981.32	12/22/2012	46,838.96	12/21/2013	44,581.02	12/20/2014	41,600.84		
12/24/2011	54,248.62	12/29/2012	59,697.22	12/28/2013	62,117.14	12/27/2014	58,114.68		
12/31/2011	94,661.00	1/5/2013	71,673.52	1/4/2014	62,963.88	1/3/2015	68,277.28		
1/7/2012	74,863.40	1/12/2013	50,416.30	1/11/2014	37,935.94	1/10/2015	37,099.34		
1/14/2012	58,901.92	1/19/2013	51,211.88	1/18/2014	49,418.64	1/17/2015	43,217.36		
1/21/2012	61,819.92	1/26/2013	46,966.26	1/25/2014	42,720.80	1/24/2015	41,212.80		
1/28/2012	62,898.78	2/2/2013	52,067.92	2/1/2014	47,681.60	1/31/2015	42,783.32		
2/4/2012	72,154.66	2/9/2013	52,222.20	2/8/2014	45,434.52	2/7/2015	47,859.18		
2/11/2012	66,429.04	2/16/2013	64,243.52	2/15/2014	41,076.08	2/14/2015	48,131.08		
2/18/2012	77,455.88	2/23/2013	64,115.70	2/22/2014	61,523.98	2/21/2015	37,610.66		
2/25/2012	77,611.78	3/2/2013	62,602.74	3/1/2014	57,744.78	2/28/2015	56,982.14		
3/3/2012	75,963.86	3/9/2013	59,213.26	3/8/2014	50,439.94	3/7/2015	43,750.42		
3/10/2012	76,808.62	3/16/2013	62,366.36	3/15/2014	54,414.66	3/14/2015	55,096.66		
3/17/2012	76,883.92	3/23/2013	59,841.02	3/22/2014	50,734.62	3/21/2015	53,081.08		
3/24/2012	72,108.36	3/30/2013	57,567.98	3/29/2014	51,174.60	3/28/2015	50,548.88		
3/31/2012	74,244.22	4/6/2013	63,108.84	4/5/2014	55,229.90	4/4/2015	51,713.78		
4/7/2012	75,382.98	4/13/2013	56,849.30	4/12/2014	48,653.18	4/11/2015	51,024.54		
4/14/2012	71,065.34	4/20/2013	55,432.12	4/19/2014	54,469.22	4/18/2015	49,338.10		
4/21/2012	68,055.08	4/27/2013	58,612.74	4/26/2014	51,637.18	4/25/2015	49,656.62		

4/28/2012	72,880.66	5/4/2013	61,102.92	5/3/2014	54,757.72	5/2/2015	54,079.66
5/5/2012	71,582.30	5/11/2013	57,428.70	5/10/2014	51,011.76	5/9/2015	50,062.82
5/12/2012	63,357.92	5/18/2013	61,172.80	5/17/2014	51,148.34	5/16/2015	48,308.08
5/19/2012	78,984.36	5/25/2013	57,131.24	5/24/2014	53,082.60	5/23/2015	47,705.92
5/26/2012	67,396.24	6/1/2013	65,920.66	5/31/2014	62,642.98	5/30/2015	58,258.10
6/2/2012	76,959.44	6/8/2013	55,233.74	6/7/2014	49,517.18	6/6/2015	53,927.82
6/9/2012	63,584.86	6/15/2013	54,067.52	6/14/2014	50,266.50	6/13/2015	50,110.84
6/16/2012	59,436.12	6/22/2013	54,690.28	6/21/2014	48,768.14	6/20/2015	47,109.22
6/23/2012	55,921.30	6/29/2013	55,991.38	6/28/2014	49,250.32	6/27/2015	55,325.14
6/30/2012	58,207.40	6/30/2013	11,509.54	6/30/2014	12,010.70	6/30/2015	16,018.68

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**4,124,906.80**

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**3,580,645.18**

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**3,261,565.02**

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**3,148,372.80**

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**1,763,835.36**



*West Virginia State  
Treasurer's Office*

John D. Perdue  
State Treasurer

<u>Political Subdivision</u>	<u>Amount</u>
Huntington	1,100.33
Hurricane	1,100.33
Huttonsville	1,100.33
laeger	1,100.33
Jackson County	4,379.76
Jane Lew	1,100.33
Jefferson County	67,488.54
Jefferson County School Board	202,465.62
Junior	1,100.33
Kanawha County	27,925.02
Kenova	1,100.33
Kermit	1,100.33
Keyser	1,100.33
Keystone	1,100.33
Kimball	1,100.33
Kingwood	1,100.33
Leon	1,100.33
Lester	1,100.33
Lewis County	4,379.76

**Table Game Revenue**

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
July/August, 2010	154,185.68	July, 2011	141,718.01	July, 2012	138,663.64	July, 2013	99,274.36
September, 2010	94,247.84	August, 2011	137,473.92	August, 2012	133,245.83	August, 2013	111,427.75
October, 2010	105,903.60	September, 2011	110,375.25	September, 2012	127,532.40	September, 2013	80,857.74
November, 2010	108,717.67	October, 2011	124,273.94	October, 2012	126,482.02	October, 2013	81,066.09
December, 2010	118,721.11	November, 2011	121,118.87	November, 2012	134,443.93	November, 2013	79,853.94
January, 2011	106,189.21	December, 2011	140,509.93	December, 2012	146,677.92	December, 2013	79,617.31
February, 2011	105,776.45	January, 2012	137,812.68	January, 2013	132,650.35	January, 2014	75,093.81
March, 2011	120,927.10	February, 2012	142,770.01	February, 2013	121,636.62	February, 2014	75,170.90
April, 2011	130,654.61	March, 2012	151,845.46	March, 2013	149,033.62	March, 2014	78,201.51
May, 2011	130,492.02	April, 2012	127,862.26	April, 2013	105,545.23	April, 2014	72,380.72
June, 2011	121,576.41	May, 2012	137,905.13	May, 2013	109,747.38	May, 2014	93,191.89
		June, 2012	129,235.38	June, 2013	104,803.37	June, 2014	72,350.70
<b>Total 2010-2011</b>	<b>1,297,391.70</b>	<b>Total 2011-2012</b>	<b>1,602,900.84</b>	<b>Total 2012-2013</b>	<b>1,530,462.31</b>	<b>Total 2013-2014</b>	<b>998,486.72</b>

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
July, 2014	78,639.07	July, 2015	75,674.79
August, 2014	84,726.51	August, 2015	70,064.73
September, 2014	71,967.51	September, 2015	64,845.44
October, 2014	66,257.02	October, 2015	68,440.97
November, 2014	71,046.66	November, 2015	67,488.54
December, 2014	76,797.24		
January, 2015	73,346.66		
February, 2015	66,262.78		
March, 2015	73,747.70		
April, 2015	76,343.68		
May, 2015	78,424.23		
June, 2015	81,569.83		
<b>Total 2014-2015</b>	<b>899,128.89</b>	<b>Total 2015-2016</b>	<b>346,514.47</b>

**Table Game Revenue Distribution - Jefferson County School Board**

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
July, 2011	425,154.03	July, 2012	415,990.92	July, 2013	297,823.08	July, 2014	235,917.21
August, 2011	412,421.76	August, 2012	399,737.49	August, 2013	334,283.25	August, 2014	254,179.53
September, 2011	331,125.75	September, 2012	382,597.20	September, 2013	242,573.22	September, 2014	215,902.53
October, 2011	372,821.82	October, 2012	379,446.06	October, 2013	243,198.27	October, 2014	198,771.06
November, 2011	363,356.61	November, 2012	403,331.79	November, 2013	239,561.82	November, 2014	213,139.98
December, 2011	421,529.79	December, 2012	440,033.75	December, 2013	238,851.93	December, 2014	230,391.72
January, 2012	413,438.04	January, 2013	397,951.05	January, 2014	225,281.43	January, 2015	220,039.98
February, 2012	428,310.03	February, 2013	381,857.07	February, 2014	225,512.70	February, 2015	198,788.34
March, 2012	455,536.38	March, 2013	447,100.86	March, 2014	234,604.53	March, 2015	221,243.10
April, 2012	383,586.78	April, 2013	316,635.69	April, 2014	217,142.18	April, 2015	229,031.04
May, 2012	413,715.39	May, 2013	329,242.14	May, 2014	279,575.67	May, 2015	235,272.69
June, 2012	387,706.12	June, 2013	314,410.11	June, 2014	217,052.10	June, 2015	244,709.49
<b>Total 2011-2012</b>	<b>4,808,702.50</b>	<b>Total 2012-2013</b>	<b>4,608,334.13</b>	<b>Total 2013-2014</b>	<b>2,995,460.18</b>	<b>Total 2014-2015</b>	<b>2,697,386.67</b>

<u>Date</u>	<u>Amount</u>
July, 2015	227,024.37
August, 2015	210,194.19
September, 2015	194,536.32
October, 2015	205,322.91
November, 2015	202,465.62

**Total 2015-2016 1,039,543.41**

**WEST VIRGINIA LOTTERY  
WEEKLY SETTLEMENT FOR CHARLES TOWN**

<b>Week Ending Date</b>	<b>FY16 December 19, 2015</b>
<b>To be Deposited on:</b>	December 28, 2015
Amount Played	0.00
Amount Won	0.00
Amount Promo	0.00
MWAP Contribution	<u>0.00</u>
<b>Adjusted Gross Terminal Revenue</b>	<b><u>0.00</u></b>
Administrative Costs @ 4%	0.00
Excess Lottery Fund @ 4%	<u>0.00</u>
<b>Net Terminal Revenue</b>	<b><u>1,406,728.15</u></b>
Surcharge @ 10%	0.00
State Share Excess @ 58% & 10% of 42%	0.00
<b>Track Share of Capital Reinvestment @ 90% of 42%</b>	<b><u>0.00</u></b>
<i>Track Share of Capital Reinvestment @ 96%</i>	<i>0.00</i>
<i>Track Share of Capital Reinvestment @ 4%</i>	<i>0.00</i>
<b>Adjusted Net Terminal Revenue</b>	<b><u>1,406,728.15</u></b>
Racetrack @ 46.50% / 42%	654,128.59
Lottery Fund @ 30% / 0%	422,018.45
Excess Lottery Fund @ 0% / 41%	0.00
Excess Lottery Fund @ 12.85% / 9.55%	180,764.56
Race Track Purses @ 90% of 7% / 4%	88,623.87
Employee Pension Fund @ 1% / .5%	14,067.28
Greyhound Development @ 90% of .75%	9,495.42
Thoroughbred Development @ 90% of .75%	9,495.42
County/Municipality @ 2%	<u>28,134.56</u>
	<b><u>1,406,728.15</u></b>

WEST VIRGINIA LOTTERY

First Benchmark  
Charles Town  
County / City Split  
Fiscal Year 2016

Charles Town  
1999 Net Terminal Revenue \$ 45,603,174  
Benchmark Goal @ 2% \$ 912,063.48

DATE	2% OF ADJ. NET REVENUE	TO JEFFERSON COUNTY	TO FIVE CITIES	BOLIVAR 7.93%	CHARLES TOWN 39.90%	HARPERS FERRY 2.17%	RANSON 33.68%	SHEPHERDS TOWN 16.32%
4 days ending: 07/04/15	\$ 89,446.56	\$ 89,446.56	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Week ending:								
07/11/15	\$ 119,132.68	\$ 119,132.68	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
07/18/15	\$ 112,706.24	\$ 112,706.24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
07/25/15	\$ 109,356.88	\$ 109,356.88	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/01/15	\$ 119,089.60	\$ 119,089.60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/08/15	\$ 115,689.52	\$ 115,689.52	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/15/15	\$ 108,726.48	\$ 108,726.48	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/22/15	\$ 108,922.12	\$ 108,922.12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/29/15	\$ 117,576.80	\$ 73,285.10	\$ 44,291.70	\$ 3,512.33	\$ 17,672.39	\$ 961.13	\$ 14,917.44	\$ 7,228.41
09/05/15	\$ 111,781.52	\$ 55,890.76	\$ 55,890.76	\$ 4,432.14	\$ 22,300.41	\$ 1,212.83	\$ 18,824.01	\$ 9,121.37
09/12/15	\$ 126,546.60	\$ 63,273.30	\$ 63,273.30	\$ 5,017.57	\$ 25,246.05	\$ 1,373.03	\$ 21,310.45	\$ 10,326.20
09/19/15	\$ 108,466.12	\$ 54,233.06	\$ 54,233.06	\$ 4,300.68	\$ 21,638.99	\$ 1,176.86	\$ 18,265.69	\$ 8,850.84
09/26/15	\$ 104,879.20	\$ 52,439.60	\$ 52,439.60	\$ 4,158.46	\$ 20,923.40	\$ 1,137.94	\$ 17,661.66	\$ 8,558.14
10/03/15	\$ 106,209.88	\$ 53,104.94	\$ 53,104.94	\$ 4,211.22	\$ 21,188.87	\$ 1,152.38	\$ 17,885.74	\$ 8,666.73
10/10/15	\$ 100,582.52	\$ 50,291.26	\$ 50,291.26	\$ 3,988.10	\$ 20,066.21	\$ 1,091.32	\$ 16,938.10	\$ 8,207.53
10/17/15	\$ 106,097.60	\$ 53,048.80	\$ 53,048.80	\$ 4,206.77	\$ 21,166.47	\$ 1,151.16	\$ 17,866.84	\$ 8,657.56
10/24/15	\$ 110,837.44	\$ 55,418.72	\$ 55,418.72	\$ 4,394.70	\$ 22,112.07	\$ 1,202.59	\$ 18,665.02	\$ 9,044.34
10/31/15	\$ 114,047.28	\$ 57,023.64	\$ 57,023.64	\$ 4,521.98	\$ 22,752.43	\$ 1,237.41	\$ 19,205.56	\$ 9,306.26
11/07/15	\$ 111,664.16	\$ 55,832.08	\$ 55,832.08	\$ 4,427.48	\$ 22,277.00	\$ 1,211.56	\$ 18,804.24	\$ 9,111.80
11/14/15	\$ 112,025.72	\$ 56,012.86	\$ 56,012.86	\$ 4,441.82	\$ 22,349.13	\$ 1,215.48	\$ 18,865.13	\$ 9,141.30
11/21/15	\$ 100,387.52	\$ 50,193.76	\$ 50,193.76	\$ 3,980.37	\$ 20,027.31	\$ 1,089.20	\$ 16,905.26	\$ 8,191.62
11/28/15	\$ 120,021.96	\$ 60,010.98	\$ 60,010.98	\$ 4,758.87	\$ 23,944.38	\$ 1,302.24	\$ 20,211.70	\$ 9,793.79
12/05/15	\$ 95,535.72	\$ 47,767.86	\$ 47,767.86	\$ 3,787.99	\$ 19,059.38	\$ 1,036.56	\$ 16,088.22	\$ 7,795.71
12/12/15	\$ 85,877.12	\$ 42,938.56	\$ 42,938.56	\$ 3,405.03	\$ 17,132.48	\$ 931.77	\$ 14,461.71	\$ 7,007.57
12/19/15	\$ 86,174.32	\$ 43,087.16	\$ 43,087.16	\$ 3,416.81	\$ 17,191.78	\$ 934.99	\$ 14,511.76	\$ 7,031.82
Subtotal	\$ 2,701,781.56	\$ 1,806,922.52	\$ 894,859.04	\$ 70,962.32	\$ 357,048.75	\$ 19,418.45	\$ 301,388.53	\$ 146,040.99

Benchmark Goal @ 2% \$ 912,063.48

Remainder until 1% / 1% Split \$ -

**VIDEO LOTTERY REPORT**

FY 2012		FY 2013		FY 2014		FY 2015		FY 2016	
Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount
7/1-2/2011	69,824.12	7/7/2012	161,637.92	7/6/2013	123,196.88	7/5/2014	106,819.12	7/4/2015	89,446.56
7/9/2011	171,717.28	7/14/2012	129,458.04	7/13/2013	128,060.40	7/12/2014	111,792.16	7/11/2015	119,132.68
7/16/2011	143,019.52	7/21/2012	130,037.00	7/20/2013	115,128.84	7/19/2014	116,320.32	7/18/2015	112,706.24
7/23/2011	146,508.00	7/28/2012	137,164.44	7/27/2013	123,049.56	7/26/2014	112,502.48	7/25/2015	109,356.88
7/30/2011	144,510.28	8/4/2012	132,931.16	8/3/2013	116,180.80	8/2/2014	117,145.12	8/1/2015	119,089.60
8/6/2011	151,495.28	8/11/2012	134,212.88	8/10/2013	120,078.64	8/9/2014	114,374.60	8/8/2015	115,689.52
8/13/2011	117,350.38	8/18/2012	110,241.90	8/17/2013	124,888.56	8/16/2014	114,105.32	8/15/2015	108,726.48
8/20/2011	71,614.12	8/25/2012	66,209.90	8/24/2013	89,882.12	8/23/2014	116,097.04	8/22/2015	108,922.12
8/27/2011	63,432.14	9/1/2012	67,133.42	8/31/2013	58,913.18	8/30/2014	60,280.02	8/29/2015	73,285.10
9/3/2011	80,837.76	9/8/2012	74,029.40	9/7/2013	67,758.74	9/6/2014	61,420.28	9/5/2015	55,890.76
9/10/2011	84,845.80	9/15/2012	61,838.04	9/14/2013	53,374.22	9/13/2014	51,364.96	9/12/2015	63,273.30
9/17/2011	66,748.62	9/22/2012	56,996.90	9/21/2013	54,277.94	9/20/2014	50,664.54	9/19/2015	54,233.06
9/24/2011	68,929.80	9/29/2012	61,611.40	9/28/2013	54,881.50	9/27/2014	50,127.22	9/26/2015	52,439.60
10/1/2011	68,871.64	10/6/2012	62,715.20	10/5/2013	55,950.74	10/4/2014	53,531.28	10/3/2015	53,104.94
10/8/2011	70,866.90	10/13/2012	60,710.18	10/12/2013	55,837.92	10/11/2014	51,127.00	10/10/2015	50,291.26
10/15/2011	75,262.66	10/20/2012	62,333.08	10/19/2013	61,327.20	10/18/2014	56,414.64	10/17/2015	53,048.80
10/22/2011	68,757.72	10/27/2012	58,073.54	10/26/2013	52,854.06	10/25/2014	49,890.20	10/24/2015	55,418.72
10/29/2011	60,507.98	11/3/2012	56,545.30	11/2/2013	57,543.54	11/1/2014	52,242.34	10/31/2015	57,023.64
11/5/2011	70,673.88	11/10/2012	56,110.96	11/9/2013	54,666.76	11/8/2014	52,819.26	11/7/2015	55,832.08
11/12/2011	67,627.10	11/17/2012	57,432.36	11/16/2013	56,495.96	11/15/2014	51,810.32	11/14/2015	56,012.86
11/19/2011	60,690.60	11/24/2012	65,888.86	11/23/2013	48,628.62	11/22/2014	46,228.62	11/21/2015	50,193.76
11/26/2011	74,140.54	12/1/2012	50,243.34	11/30/2013	59,645.66	11/29/2014	55,593.44	11/28/2015	60,010.98
12/3/2011	59,429.94	12/8/2012	50,770.96	12/7/2013	47,306.24	12/6/2014	46,792.50	12/5/2015	47,767.86
12/10/2011	51,395.44	12/15/2012	47,022.38	12/14/2013	29,229.02	12/13/2014	40,904.98	12/12/2015	42,938.56
12/17/2011	55,981.32	12/22/2012	46,838.96	12/21/2013	44,581.02	12/20/2014	41,600.84	12/19/2015	43,087.16
12/24/2011	54,248.62	12/29/2012	59,697.22	12/28/2013	62,117.14	12/27/2014	58,114.68		
12/31/2011	94,661.00	1/5/2013	71,673.52	1/4/2014	62,963.88	1/3/2015	68,277.28		
1/7/2012	74,863.40	1/12/2013	50,416.30	1/11/2014	37,935.94	1/10/2015	37,099.34		
1/14/2012	58,901.92	1/19/2013	51,211.88	1/18/2014	49,418.64	1/17/2015	43,217.36		
1/21/2012	61,819.92	1/26/2013	46,966.26	1/25/2014	42,720.80	1/24/2015	41,212.80		
1/28/2012	62,898.78	2/2/2013	52,067.92	2/1/2014	47,681.60	1/31/2015	42,783.32		
2/4/2012	72,154.66	2/9/2013	52,222.20	2/8/2014	45,434.52	2/7/2015	47,859.18		
2/11/2012	66,429.04	2/16/2013	64,243.52	2/15/2014	41,076.08	2/14/2015	48,131.08		
2/18/2012	77,455.88	2/23/2013	64,115.70	2/22/2014	61,523.98	2/21/2015	37,610.66		
2/25/2012	77,611.78	3/2/2013	62,602.74	3/1/2014	57,744.78	2/28/2015	56,982.14		
3/3/2012	75,963.86	3/9/2013	59,213.26	3/8/2014	50,439.94	3/7/2015	43,750.42		
3/10/2012	76,808.62	3/16/2013	62,366.36	3/15/2014	54,414.66	3/14/2015	55,096.66		
3/17/2012	76,883.92	3/23/2013	59,841.02	3/22/2014	50,734.62	3/21/2015	53,081.08		
3/24/2012	72,108.36	3/30/2013	57,567.98	3/29/2014	51,174.60	3/28/2015	50,548.88		
3/31/2012	74,244.22	4/6/2013	63,108.84	4/5/2014	55,229.90	4/4/2015	51,713.78		
4/7/2012	75,382.98	4/13/2013	56,849.30	4/12/2014	48,653.18	4/11/2015	51,024.54		
4/14/2012	71,065.34	4/20/2013	55,432.12	4/19/2014	54,469.22	4/18/2015	49,338.10		
4/21/2012	68,055.08	4/27/2013	58,612.74	4/26/2014	51,637.18	4/25/2015	49,656.62		

4/28/2012	72,880.66	5/4/2013	61,102.92	5/3/2014	54,757.72	5/2/2015	54,079.66
5/5/2012	71,582.30	5/11/2013	57,428.70	5/10/2014	51,011.76	5/9/2015	50,062.82
5/12/2012	63,357.92	5/18/2013	61,172.80	5/17/2014	51,148.34	5/16/2015	48,308.08
5/19/2012	78,984.36	5/25/2013	57,131.24	5/24/2014	53,082.60	5/23/2015	47,705.92
5/26/2012	67,396.24	6/1/2013	65,920.66	5/31/2014	62,642.98	5/30/2015	58,258.10
6/2/2012	76,959.44	6/8/2013	55,233.74	6/7/2014	49,517.18	6/6/2015	53,927.82
6/9/2012	63,584.86	6/15/2013	54,067.52	6/14/2014	50,266.50	6/13/2015	50,110.84
6/16/2012	59,436.12	6/22/2013	54,690.28	6/21/2014	48,768.14	6/20/2015	47,109.22
6/23/2012	55,921.30	6/29/2013	55,991.38	6/28/2014	49,250.32	6/27/2015	55,325.14
6/30/2012	58,207.40	6/30/2013	11,509.54	6/30/2014	12,010.70	6/30/2015	16,018.68

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**4,124,906.80**

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**3,580,645.18**

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**3,261,565.02**

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**3,148,372.80**

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**1,806,922.52**

## Table Game Revenue

Date	Amount	Date	Amount	Date	Amount	Date	Amount
July/August, 2010	154,185.68	July, 2011	141,718.01	July, 2012	138,663.64	July, 2013	99,274.36
September, 2010	94,247.84	August, 2011	137,473.92	August, 2012	133,245.83	August, 2013	111,427.75
October, 2010	105,903.60	September, 2011	110,375.25	September, 2012	127,532.40	September, 2013	80,857.74
November, 2010	108,717.67	October, 2011	124,273.94	October, 2012	126,482.02	October, 2013	81,066.09
December, 2010	118,721.11	November, 2011	121,118.87	November, 2012	134,443.93	November, 2013	79,853.94
January, 2011	106,189.21	December, 2011	140,509.93	December, 2012	146,677.92	December, 2013	79,617.31
February, 2011	105,776.45	January, 2012	137,812.68	January, 2013	132,650.35	January, 2014	75,093.81
March, 2011	120,927.10	February, 2012	142,770.01	February, 2013	121,636.62	February, 2014	75,170.90
April, 2011	130,654.61	March, 2012	151,845.46	March, 2013	149,033.62	March, 2014	78,201.51
May, 2011	130,492.02	April, 2012	127,862.26	April, 2013	105,545.23	April, 2014	72,380.72
June, 2011	121,576.41	May, 2012	137,905.13	May, 2013	109,747.38	May, 2014	93,191.89
		June, 2012	129,235.38	June, 2013	104,803.37	June, 2014	72,350.70
<b>Total 2010-2011</b>	<b>1,297,391.70</b>	<b>Total 2011-2012</b>	<b>1,602,900.84</b>	<b>Total 2012-2013</b>	<b>1,530,462.31</b>	<b>Total 2013-2014</b>	<b>998,486.72</b>

Date	Amount	Date	Amount
July, 2014	78,639.07	July, 2015	75,674.79
August, 2014	84,726.51	August, 2015	70,064.73
September, 2014	71,967.51	September, 2015	64,845.44
October, 2014	66,257.02	October, 2015	68,440.97
November, 2014	71,046.66	November, 2015	67,488.54
December, 2014	76,797.24		
January, 2015	73,346.66		
February, 2015	66,262.78		
March, 2015	73,747.70		
April, 2015	76,343.68		
May, 2015	78,424.23		
June, 2015	81,569.83		
<b>Total 2014-2015</b>	<b>899,128.89</b>	<b>Total 2015-2016</b>	<b>346,514.47</b>

**Table Game Revenue Distribution - Jefferson County School Board**

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
July, 2011	425,154.03	July, 2012	415,990.92	July, 2013	297,823.08	July, 2014	235,917.21
August, 2011	412,421.76	August, 2012	399,737.49	August, 2013	334,283.25	August, 2014	254,179.53
September, 2011	331,125.75	September, 2012	382,597.20	September, 2013	242,573.22	September, 2014	215,902.53
October, 2011	372,821.82	October, 2012	379,446.06	October, 2013	243,198.27	October, 2014	198,771.06
November, 2011	363,356.61	November, 2012	403,331.79	November, 2013	239,561.82	November, 2014	213,139.98
December, 2011	421,529.79	December, 2012	440,033.75	December, 2013	238,851.93	December, 2014	230,391.72
January, 2012	413,438.04	January, 2013	397,951.05	January, 2014	225,281.43	January, 2015	220,039.98
February, 2012	428,310.03	February, 2013	381,857.07	February, 2014	225,512.70	February, 2015	198,788.34
March, 2012	455,536.38	March, 2013	447,100.86	March, 2014	234,604.53	March, 2015	221,243.10
April, 2012	383,586.78	April, 2013	316,635.69	April, 2014	217,142.18	April, 2015	229,031.04
May, 2012	413,715.39	May, 2013	329,242.14	May, 2014	279,575.67	May, 2015	235,272.69
June, 2012	387,706.12	June, 2013	314,410.11	June, 2014	217,052.10	June, 2015	244,709.49
<b>Total 2011-2012</b>	<b>4,808,702.50</b>	<b>Total 2012-2013</b>	<b>4,608,334.13</b>	<b>Total 2013-2014</b>	<b>2,995,460.18</b>	<b>Total 2014-2015</b>	<b>2,697,386.67</b>

<u>Date</u>	<u>Amount</u>
July, 2015	227,024.37
August, 2015	210,194.19
September, 2015	194,536.32
October, 2015	205,322.91
November, 2015	202,465.62

**Total 2015-2016 1,039,543.41**

**WEST VIRGINIA LOTTERY  
WEEKLY SETTLEMENT FOR CHARLES TOWN**

**Week Ending Date**

**December 26, 2015**

<b>To be Deposited on:</b>	<b>January 4, 2016</b>
<b>Amount Played</b>	<b>62,265,353.67</b>
<b>Amount Won</b>	<b>55,894,614.71</b>
<b>Amount Promo</b>	<b>253,089.00</b>
<b>MWAP Contribution</b>	<b><u>2,432.57</u></b>
<b>Adjusted Gross Terminal Revenue</b>	<b><u>6,115,217.39</u></b>
<b>Administrative Costs @ 4%</b>	<b>0.00</b>
<b>Excess Lottery Fund @ 4%</b>	<b><u>244,608.69</u></b>
<b>Net Terminal Revenue</b>	<b><u>5,870,608.70</u></b>
<b>Surcharge @ 10%</b>	<b>587,060.86</b>
<b>State Share Excess @ 58% &amp; 10% of 42%</b>	<b>365,151.86</b>
<b>Track Share of Capital Reinvestment @ 90% of 42%</b>	<b><u>221,909.00</u></b>
<i>Track Share of Capital Reinvestment @ 96%</i>	<i>213,032.64</i>
<i>Track Share of Capital Reinvestment @ 4%</i>	<i>8,876.36</i>
<b>Adjusted Net Terminal Revenue</b>	<b><u>5,283,547.84</u></b>
<b>Racetrack @ 46.50% / 42%</b>	<b>2,219,090.09</b>
<b>Lottery Fund @ 30% / 0%</b>	<b>0.00</b>
<b>Excess Lottery Fund @ 0% / 41%</b>	<b>2,166,254.62</b>
<b>Excess Lottery Fund @ 12.85% / 9.55%</b>	<b>504,578.81</b>
<b>Race Track Purses @ 90% of 7% / 4%</b>	<b>190,207.72</b>
<b>Employee Pension Fund @ 1% / .5%</b>	<b>26,417.74</b>
<b>Greyhound Development @ 90% of .75%</b>	<b>35,663.95</b>
<b>Thoroughbred Development @ 90% of .75%</b>	<b>35,663.95</b>
<b>County/Municipality @ 2%</b>	<b><u>105,670.96</u></b>
	<b><u>5,283,547.84</u></b>

**WEST VIRGINIA LOTTERY**  
**First Benchmark**  
**Charles Town**  
**County / City Split**  
**Fiscal Year 2016**

Charles Town  
1999 Net Terminal Revenue     \$   45,603,174  
Benchmark Goal @ 2%           \$   912,063.48

DATE	2% OF ADJ. NET REVENUE	TO JEFFERSON COUNTY	TO FIVE CITIES	BOLIVAR 7.93%	CHARLES TOWN 39.90%	HARPERS FERRY 2.17%	RANSON 33.68%	SHEPHERDS TOWN 16.32%
4 days ending: 07/04/15	\$ 89,446.56	\$ 89,446.56	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Week ending:								
07/11/15	\$ 119,132.68	\$ 119,132.68	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
07/18/15	\$ 112,706.24	\$ 112,706.24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
07/25/15	\$ 109,356.88	\$ 109,356.88	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/01/15	\$ 119,089.60	\$ 119,089.60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/08/15	\$ 115,689.52	\$ 115,689.52	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/15/15	\$ 108,726.48	\$ 108,726.48	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/22/15	\$ 108,922.12	\$ 108,922.12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/29/15	\$ 117,576.80	\$ 73,285.10	\$ 44,291.70	\$ 3,512.33	\$ 17,672.39	\$ 961.13	\$ 14,917.44	\$ 7,228.41
09/05/15	\$ 111,781.52	\$ 55,890.76	\$ 55,890.76	\$ 4,432.14	\$ 22,300.41	\$ 1,212.83	\$ 18,824.01	\$ 9,121.37
09/12/15	\$ 126,546.60	\$ 63,273.30	\$ 63,273.30	\$ 5,017.57	\$ 25,246.05	\$ 1,373.03	\$ 21,310.45	\$ 10,326.20
09/19/15	\$ 108,466.12	\$ 54,233.06	\$ 54,233.06	\$ 4,300.88	\$ 21,638.99	\$ 1,176.86	\$ 18,265.69	\$ 8,850.84
09/26/15	\$ 104,879.20	\$ 52,439.60	\$ 52,439.60	\$ 4,158.46	\$ 20,923.40	\$ 1,137.94	\$ 17,661.66	\$ 8,558.14
10/03/15	\$ 106,209.88	\$ 53,104.94	\$ 53,104.94	\$ 4,211.22	\$ 21,188.87	\$ 1,152.38	\$ 17,885.74	\$ 8,666.73
10/10/15	\$ 100,582.52	\$ 50,291.26	\$ 50,291.26	\$ 3,988.10	\$ 20,066.21	\$ 1,091.32	\$ 16,938.10	\$ 8,207.53
10/17/15	\$ 106,097.60	\$ 53,048.80	\$ 53,048.80	\$ 4,206.77	\$ 21,166.47	\$ 1,151.16	\$ 17,866.84	\$ 8,657.56
10/24/15	\$ 110,837.44	\$ 55,418.72	\$ 55,418.72	\$ 4,394.70	\$ 22,112.07	\$ 1,202.59	\$ 18,665.02	\$ 9,044.34
10/31/15	\$ 114,047.28	\$ 57,023.64	\$ 57,023.64	\$ 4,521.98	\$ 22,752.43	\$ 1,237.41	\$ 19,205.56	\$ 9,306.26
11/07/15	\$ 111,664.16	\$ 55,832.08	\$ 55,832.08	\$ 4,427.48	\$ 22,277.00	\$ 1,211.56	\$ 18,804.24	\$ 9,111.80
11/14/15	\$ 112,025.72	\$ 56,012.86	\$ 56,012.86	\$ 4,441.82	\$ 22,349.13	\$ 1,215.48	\$ 18,865.13	\$ 9,141.30
11/21/15	\$ 100,387.52	\$ 50,193.76	\$ 50,193.76	\$ 3,980.37	\$ 20,027.31	\$ 1,089.20	\$ 16,905.26	\$ 8,191.62
11/28/15	\$ 120,021.96	\$ 60,010.98	\$ 60,010.98	\$ 4,758.87	\$ 23,944.38	\$ 1,302.24	\$ 20,211.70	\$ 9,793.79
12/05/15	\$ 95,535.72	\$ 47,767.86	\$ 47,767.86	\$ 3,787.99	\$ 19,059.38	\$ 1,036.56	\$ 16,088.22	\$ 7,795.71
12/12/15	\$ 85,877.12	\$ 42,938.56	\$ 42,938.56	\$ 3,405.03	\$ 17,132.48	\$ 931.77	\$ 14,461.71	\$ 7,007.57
12/19/15	\$ 86,174.32	\$ 43,087.16	\$ 43,087.16	\$ 3,416.81	\$ 17,191.78	\$ 934.99	\$ 14,511.76	\$ 7,031.82
12/26/15	\$ 105,670.96	\$ 52,835.48	\$ 52,835.48	\$ 4,189.85	\$ 21,081.36	\$ 1,146.53	\$ 17,794.99	\$ 8,622.75
<b>Subtotal</b>	<b>\$ 2,807,452.52</b>	<b>\$ 1,859,758.00</b>	<b>\$ 947,694.52</b>	<b>\$ 75,152.17</b>	<b>\$ 378,130.11</b>	<b>\$ 20,564.98</b>	<b>\$ 319,183.52</b>	<b>\$ 154,663.74</b>

Benchmark Goal @ 2%     \$   912,063.48

Remainder until 1% / 1% Split     \$           -

**VIDEO LOTTERY REPORT**

FY 2012		FY 2013		FY 2014		FY 2015		FY 2016	
Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount
7/1-2/2011	69,824.12	7/7/2012	161,637.92	7/6/2013	123,196.88	7/5/2014	106,819.12	7/4/2015	89,446.56
7/9/2011	171,717.28	7/14/2012	129,458.04	7/13/2013	128,060.40	7/12/2014	111,792.16	7/11/2015	119,132.68
7/16/2011	143,019.52	7/21/2012	130,037.00	7/20/2013	115,128.84	7/19/2014	116,320.32	7/18/2015	112,706.24
7/23/2011	146,508.00	7/28/2012	137,164.44	7/27/2013	123,049.56	7/26/2014	112,502.48	7/25/2015	109,356.88
7/30/2011	144,510.28	8/4/2012	132,931.16	8/3/2013	116,180.80	8/2/2014	117,145.12	8/1/2015	119,089.60
8/6/2011	151,495.28	8/11/2012	134,212.88	8/10/2013	120,078.64	8/9/2014	114,374.60	8/8/2015	115,689.52
8/13/2011	117,350.38	8/18/2012	110,241.90	8/17/2013	124,888.56	8/16/2014	114,105.32	8/15/2015	108,726.48
8/20/2011	71,614.12	8/25/2012	66,209.90	8/24/2013	89,882.12	8/23/2014	116,097.04	8/22/2015	108,922.12
8/27/2011	63,432.14	9/1/2012	67,133.42	8/31/2013	58,913.18	8/30/2014	60,280.02	8/29/2015	73,285.10
9/3/2011	80,837.76	9/8/2012	74,029.40	9/7/2013	67,758.74	9/6/2014	61,420.28	9/5/2015	55,890.76
9/10/2011	84,845.80	9/15/2012	61,838.04	9/14/2013	53,374.22	9/13/2014	51,364.96	9/12/2015	63,273.30
9/17/2011	66,748.62	9/22/2012	56,996.90	9/21/2013	54,277.94	9/20/2014	50,664.54	9/19/2015	54,233.06
9/24/2011	68,929.80	9/29/2012	61,611.40	9/28/2013	54,881.50	9/27/2014	50,127.22	9/26/2015	52,439.60
10/1/2011	68,871.64	10/6/2012	62,715.20	10/5/2013	55,950.74	10/4/2014	53,531.28	10/3/2015	53,104.94
10/8/2011	70,866.90	10/13/2012	60,710.18	10/12/2013	55,837.92	10/11/2014	51,127.00	10/10/2015	50,291.26
10/15/2011	75,262.66	10/20/2012	62,333.08	10/19/2013	61,327.20	10/18/2014	56,414.64	10/17/2015	53,048.80
10/22/2011	68,757.72	10/27/2012	58,073.54	10/26/2013	52,854.06	10/25/2014	49,890.20	10/24/2015	55,418.72
10/29/2011	60,507.98	11/3/2012	56,545.30	11/2/2013	57,543.54	11/1/2014	52,242.34	10/31/2015	57,023.64
11/5/2011	70,673.88	11/10/2012	56,110.96	11/9/2013	54,666.76	11/8/2014	52,819.26	11/7/2015	55,832.08
11/12/2011	67,627.10	11/17/2012	57,432.36	11/16/2013	56,495.96	11/15/2014	51,810.32	11/14/2015	56,012.86
11/19/2011	60,690.60	11/24/2012	65,888.86	11/23/2013	48,628.62	11/22/2014	46,228.62	11/21/2015	50,193.76
11/26/2011	74,140.54	12/1/2012	50,243.34	11/30/2013	59,645.66	11/29/2014	55,593.44	11/28/2015	60,010.98
12/3/2011	59,429.94	12/8/2012	50,770.96	12/7/2013	47,306.24	12/6/2014	46,792.50	12/5/2015	47,767.86
12/10/2011	51,395.44	12/15/2012	47,022.38	12/14/2013	29,229.02	12/13/2014	40,904.98	12/12/2015	42,938.56
12/17/2011	55,981.32	12/22/2012	46,838.96	12/21/2013	44,581.02	12/20/2014	41,600.84	12/19/2015	43,087.16
12/24/2011	54,248.62	12/29/2012	59,697.22	12/28/2013	62,117.14	12/27/2014	58,114.68	12/26/2015	52,835.48
12/31/2011	94,661.00	1/5/2013	71,673.52	1/4/2014	62,963.88	1/3/2015	68,277.28		
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1/28/2012	62,898.78	2/2/2013	52,067.92	2/1/2014	47,681.60	1/31/2015	42,783.32		
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2/18/2012	77,455.88	2/23/2013	64,115.70	2/22/2014	61,523.98	2/21/2015	37,610.66		
2/25/2012	77,611.78	3/2/2013	62,602.74	3/1/2014	57,744.78	2/28/2015	56,982.14		
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3/17/2012	76,883.92	3/23/2013	59,841.02	3/22/2014	50,734.62	3/21/2015	53,081.08		
3/24/2012	72,108.36	3/30/2013	57,567.98	3/29/2014	51,174.60	3/28/2015	50,548.88		
3/31/2012	74,244.22	4/6/2013	63,108.84	4/5/2014	55,229.90	4/4/2015	51,713.78		
4/7/2012	75,382.98	4/13/2013	56,849.30	4/12/2014	48,653.18	4/11/2015	51,024.54		
4/14/2012	71,065.34	4/20/2013	55,432.12	4/19/2014	54,469.22	4/18/2015	49,338.10		
4/21/2012	68,055.08	4/27/2013	58,612.74	4/26/2014	51,637.18	4/25/2015	49,656.62		

4/28/2012	72,880.66	5/4/2013	61,102.92	5/3/2014	54,757.72	5/2/2015	54,079.66
5/5/2012	71,582.30	5/11/2013	57,428.70	5/10/2014	51,011.76	5/9/2015	50,062.82
5/12/2012	63,357.92	5/18/2013	61,172.80	5/17/2014	51,148.34	5/16/2015	48,308.08
5/19/2012	78,984.36	5/25/2013	57,131.24	5/24/2014	53,082.60	5/23/2015	47,705.92
5/26/2012	67,396.24	6/1/2013	65,920.66	5/31/2014	62,642.98	5/30/2015	58,258.10
6/2/2012	76,959.44	6/8/2013	55,233.74	6/7/2014	49,517.18	6/6/2015	53,927.82
6/9/2012	63,584.86	6/15/2013	54,067.52	6/14/2014	50,266.50	6/13/2015	50,110.84
6/16/2012	59,436.12	6/22/2013	54,690.28	6/21/2014	48,768.14	6/20/2015	47,109.22
6/23/2012	55,921.30	6/29/2013	55,991.38	6/28/2014	49,250.32	6/27/2015	55,325.14
6/30/2012	58,207.40	6/30/2013	11,509.54	6/30/2014	12,010.70	6/30/2015	16,018.68
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<b>4,124,906.80</b>		<b>3,580,645.18</b>		<b>3,261,565.02</b>		<b>3,148,372.80</b>	
<hr/>		<hr/>		<hr/>		<hr/>	
						<b>1,859,758.00</b>	
<hr/>		<hr/>		<hr/>		<hr/>	

## Table Game Revenue

Date	Amount	Date	Amount	Date	Amount	Date	Amount
July/August, 2010	154,185.68	July, 2011	141,718.01	July, 2012	138,663.64	July, 2013	99,274.36
September, 2010	94,247.84	August, 2011	137,473.92	August, 2012	133,245.83	August, 2013	111,427.75
October, 2010	105,903.60	September, 2011	110,375.25	September, 2012	127,532.40	September, 2013	80,857.74
November, 2010	108,717.67	October, 2011	124,273.94	October, 2012	126,482.02	October, 2013	81,066.09
December, 2010	118,721.11	November, 2011	121,118.87	November, 2012	134,443.93	November, 2013	79,853.94
January, 2011	106,189.21	December, 2011	140,509.93	December, 2012	146,677.92	December, 2013	79,617.31
February, 2011	105,776.45	January, 2012	137,812.68	January, 2013	132,650.35	January, 2014	75,093.81
March, 2011	120,927.10	February, 2012	142,770.01	February, 2013	121,636.62	February, 2014	75,170.90
April, 2011	130,654.61	March, 2012	151,845.46	March, 2013	149,033.62	March, 2014	78,201.51
May, 2011	130,492.02	April, 2012	127,862.26	April, 2013	105,545.23	April, 2014	72,380.72
June, 2011	121,576.41	May, 2012	137,905.13	May, 2013	109,747.38	May, 2014	93,191.89
		June, 2012	129,235.38	June, 2013	104,803.37	June, 2014	72,350.70
<b>Total 2010-2011</b>	<b>1,297,391.70</b>	<b>Total 2011-2012</b>	<b>1,602,900.84</b>	<b>Total 2012-2013</b>	<b>1,530,462.31</b>	<b>Total 2013-2014</b>	<b>998,486.72</b>

Date	Amount	Date	Amount
July, 2014	78,639.07	July, 2015	75,674.79
August, 2014	84,726.51	August, 2015	70,064.73
September, 2014	71,967.51	September, 2015	64,845.44
October, 2014	66,257.02	October, 2015	68,440.97
November, 2014	71,046.66	November, 2015	67,488.54
December, 2014	76,797.24		
January, 2015	73,346.66		
February, 2015	66,262.78		
March, 2015	73,747.70		
April, 2015	76,343.68		
May, 2015	78,424.23		
June, 2015	81,569.83		
<b>Total 2014-2015</b>	<b>899,128.89</b>	<b>Total 2015-2016</b>	<b>346,514.47</b>

**Table Game Revenue Distribution - Jefferson County School Board**

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
July, 2011	425,154.03	July, 2012	415,990.92	July, 2013	297,823.08	July, 2014	235,917.21
August, 2011	412,421.76	August, 2012	399,737.49	August, 2013	334,283.25	August, 2014	254,179.53
September, 2011	331,125.75	September, 2012	382,597.20	September, 2013	242,573.22	September, 2014	215,902.53
October, 2011	372,821.82	October, 2012	379,446.06	October, 2013	243,198.27	October, 2014	198,771.06
November, 2011	363,356.61	November, 2012	403,331.79	November, 2013	239,561.82	November, 2014	213,139.98
December, 2011	421,529.79	December, 2012	440,033.75	December, 2013	238,851.93	December, 2014	230,391.72
January, 2012	413,438.04	January, 2013	397,951.05	January, 2014	225,281.43	January, 2015	220,039.98
February, 2012	428,310.03	February, 2013	381,857.07	February, 2014	225,512.70	February, 2015	198,788.34
March, 2012	455,536.38	March, 2013	447,100.86	March, 2014	234,604.53	March, 2015	221,243.10
April, 2012	383,586.78	April, 2013	316,635.69	April, 2014	217,142.18	April, 2015	229,031.04
May, 2012	413,715.39	May, 2013	329,242.14	May, 2014	279,575.67	May, 2015	235,272.69
June, 2012	387,706.12	June, 2013	314,410.11	June, 2014	217,052.10	June, 2015	244,709.49
<b>Total 2011-2012</b>	<b>4,808,702.50</b>	<b>Total 2012-2013</b>	<b>4,608,334.13</b>	<b>Total 2013-2014</b>	<b>2,995,460.18</b>	<b>Total 2014-2015</b>	<b>2,697,386.67</b>

<u>Date</u>	<u>Amount</u>
July, 2015	227,024.37
August, 2015	210,194.19
September, 2015	194,536.32
October, 2015	205,322.91
November, 2015	202,465.62

**Total 2015-2016 1,039,543.41**