

**AGENDA**  
**JEFFERSON COUNTY COMMISSION**  
**THURSDAY, MARCH 3, 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**

**APPROVAL OF MINUTES**

- February 11, 2016 Board of Review and Equalization
- February 16, 2016 Board of Review and Equalization
- February 18, 2016 Regular Meeting

**APPROVAL OF ACCOUNTS PAYABLE**

- February 25, 2016
- March 3, 2016

**APPROVAL OF MANUAL CHECKS**

- March 4, 2016

**PAYROLL APPROVAL**

- February 25, 2016

**ANNOUNCEMENTS**

- Report if there are changes in the agenda if applicable

**PUBLIC COMMENT**

## PRESENTATIONS

1. 9:45 a.m. Randy Funkhouser, Charles Town HBPA  
- Update on Legislative bills affecting the thoroughbred racing and breeding industries
2. 10:00 a.m. Ronda Eddy, Director - Jefferson Day Report Center  
- Jefferson Day Report and Unicare of WV, Inc. - Discuss substance use treatment provided by WV Medicaid  
- Request to reappoint Mark Hofe, Chief Probation Officer, as an ex-officio, non-voting member to the Community Criminal Justice Board - Discussion/Action
3. 10:15 a.m. Interviews and appointment to the Regional Airport Authority - one unexpired term ending June 30, 2016 - Discussion/Action
4. 10:30 a.m. Interviews and appointments to the Water Advisory Committee - Three 3-year terms ending January 31, 2019 - Discussion/Action
5. 10:45 a.m. **BREAK**
6. 11:00 a.m. Lynn Fields, Probate Office  
- Request to approve the copy of the Will of Glenn C. Dindinger for probate in Solemn Form - Discussion/Action
7. 11:15 a.m. Interviews and appointment to the NEREMS, Inc. Board for one unexpired term ending October 31, 2016 - Discussion/Action
8. 11:30 a.m. Interviews and appointments to the Property Safety Enforcement Agency - Two 2-year Citizen Representative terms and one 1.5 year term (Fire Chief) - Discussion/Action
9. 11:45 a.m. Roger Goodwin, Chief County Engineer  
- Partial construction bond release for Middleway Dollar General - Discussion/Action
9. 12:00 p.m. Barbara Miller, Director of Jefferson County Homeland Security and Emergency management - Discussion/Action  
- Contract with J.H. Consulting, LLC to update the Jefferson County Emergency Operations Plan (certain annexes), and the Jefferson County Continuity of Operations Plan (COOP), with the addition of a cyber security annex. The Contract also includes a seminar type exercise of the COOP after the plan has been completed - Discussion/Action

## **NEW BUSINESS**

10. Consideration of a resolution opposing several bills that will negatively affect the horse racing industry and our county's economy including but not limited to the decoupling bill HB4702 - Discussion/Action (DM)
11. Request to submit a letter stating opposition to all legislators regarding SB403 - Discussion/Action (JT)
12. Discuss restructuring of County Commission Departments - Planning, Zoning, Engineering and GIS - Discussion/Action (PN)
13. Legislative Updates

## **COUNTY ADMINISTRATOR REPORTS**

- Discussion of space needs - Possible Executive Session

## **COUNTY COMMISSION REPORTS**

14. **ADJOURN**

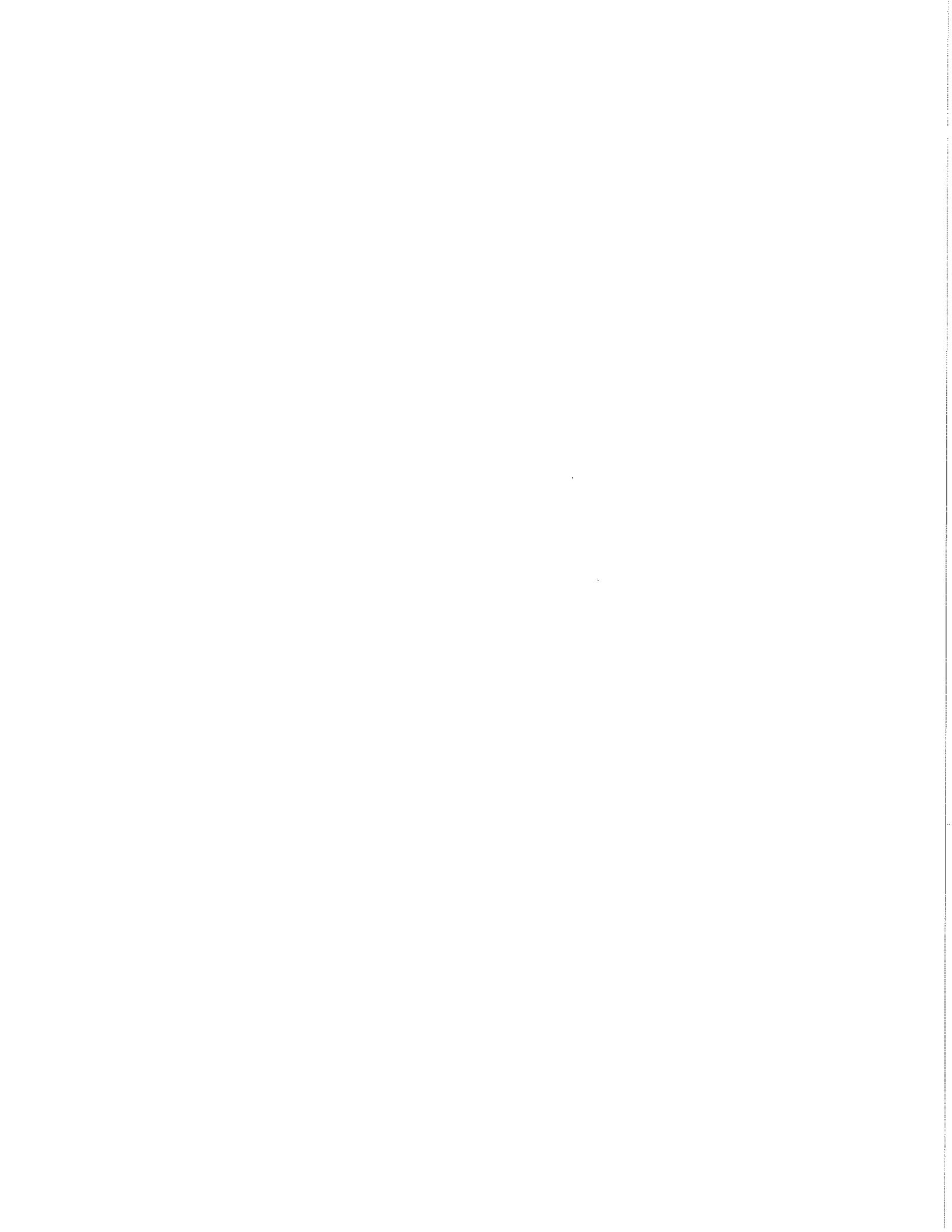
## **CORRESPONDENCE/INFORMATION**

Notice of Intent to Appoint to the Jefferson County Planning Commission.

WV Lottery Weekly Settlement for Charles Town - week ending February 13, 2016.

WV Lottery Weekly Settlement for Charles Town - week ending February 20, 2016.

*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.*



REGULAR TERM: (Board of Review and Equalization)

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

At a session of the Jefferson County Commission, sitting as Board of Review and Equalization, continued and held at the Courthouse thereof on Thursday, February 11, 2016, beginning at 1:30 p.m.

PRESENT: Patricia Noland, Commission President  
Walt Pellish, Commission Vice President  
Eric Bell, Commissioner  
Dale Manuel, Commissioner  
Jane Tabb, Commissioner

STAFF: Angie Banks, Assessor  
June Bowers, Sr. Appraiser  
Nathan Cochran, Assistant Prosecuting Attorney  
Jessica Carroll, Recording Clerk

In re: **APPLICATION FOR ASSESSMENT REVIEW – John C. Wynn, James Sullivan, Carlos Niederhauser, and Barbara Pusateri/Harpers Ferry Properties**

A hearing was conducted on an appeal by John C. Wynn on Map 9F, Parcel 35 in Kabletown District.

**After sworn testimony and presentation of exhibits, motion by Mr. Bell to deny the appeal on Map 9F, Parcel 35 in Kabletown District. Motion seconded by Mr. Pellish and approved unanimously.**

A hearing was conducted on an appeal by James Sullivan on Map 9D, Parcel 102 in Harpers Ferry District.

**After sworn testimony and presentation of exhibits, motion by Mr. Bell to deny the appeal on Map 9D, Parcel 102 in Harpers Ferry District. Motion seconded by Mr. Pellish and approved unanimously.**

A hearing was conducted on an appeal by Carlos Niederhauser on Map 4, Parcel 16 in Charles Town Corporation.

**After sworn testimony and presentation of exhibits, motion by Mr. Manuel to accept the recommendation from the Assessor's Office to reduce the land and building from \$110,000 to \$78,000. Motion seconded by Mr. Bell and approved unanimously.**

A hearing was conducted on an appeal by Barbara Pusateri/Harpers Ferry Properties on Map 3, Parcels 14 & 15, in Harpers Ferry Corporation.

**After sworn testimony and presentation of exhibits, motion by Mr. Pellish to deny the appeal on Map 3, Parcels 14 & 15 in Harpers Ferry Corporation. Motion seconded by Ms. Noland and approved unanimously.**

There being no further business, motion by Mr. Bell to recess until 1:30 pm on Tuesday, February 16, 2016. Motion was seconded and unanimously approved.

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PATRICIA A. NOLAND, COMMISSION PRESIDENT

REGULAR TERM: (Board of Review and Equalization)

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

At a session of the Jefferson County Commission, sitting as Board of Review and Equalization, continued and held at the Courthouse thereof on Tuesday, February 16, 2016, beginning at 1:30 p.m.

PRESENT: Patricia Noland, Commission President  
Jane Tabb, Commissioner  
Eric Bell, Commissioner  
Dale Manuel, Commissioner

STAFF: Angie Banks, Assessor  
June Bowers, Sr. Appraiser  
Brandy Sims, Assistant Prosecuting Attorney  
Jessica Carroll, Recording Clerk

In re: **APPLICATION FOR ASSESSMENT REVIEW – Rodney Ellmore, Hugh LePenotiere, David C. Tabb/Shenandoah Sales and Service, James Clark, Jeff Schindell, Anthony McElwee, and Commercial Liability Partners WV, LLC.**

A hearing was conducted on an appeal by Rodney Ellmore on Map 9C, Parcels 20 the in Kabletown District.

**After sworn testimony and presentation of exhibits, motion by Ms. Tabb to deny the appeal on Map 9C, Parcel 20 in Kabletown District. Motion seconded by Ms. Noland and approved unanimously.**

A hearing was conducted on an appeal by Hugh and Molly LePenotiere on Map 9D, Parcels 13 and 14 in the Kabletown District.

**After sworn testimony and presentation of exhibits, motion by Ms. Noland to deny the appeal on Map 9D, Parcels 13 and 14 in Kabletown District. Motion seconded by Ms. Tabb and approved unanimously.**

A hearing was conducted on an appeal by David C. Tabb on Map 10, Parcels 8 and 8.4 in Harpers Ferry and Map 2, Parcel 1 in the Bolivar Corporation. Commissioner Jane Tabb recused herself from hearing and voting on this matter.

**Mr. Tabb refused to present his case to the Board due to the fact the Jefferson County Commission chose not recuse themselves from hearing his appeal. As such, motion by Mr. Bell to deny the appeals on Map 10, Parcels 8 and 8.4 in Harpers Ferry District and Map 2, Parcel 1 in Harpers Ferry District. Motion seconded by Mr. Manuel and unanimously approved.**

A hearing was proposed on an appeal by Anthony McElwee on Map 9D, Parcel 104 in Harpers Ferry District.

**Because Mr. McElwee did not appear in person to present his case, motion by Mr. Bell to dismiss the appeal. Motion seconded by Ms. Noland and unanimously approved.**

A hearing was conducted on an appeal by James Clark on Map 4, Parcels 63 and 64, in Charles Town Corporation.

**After sworn testimony and presentation of exhibits, motion by Mr. Bell to reduce the properties as recommended by the Assessor's Office: Parcel 63 to be reduced from \$34,000 to \$26,500; Parcel 64 to be reduced from \$38,400 to \$29,000 for the July 1, 2014 to June 30, 2015 tax year. Motion seconded by Ms. Tabb and unanimously approved.**

A hearing was conducted on an appeal by Jeff Schindell on Map 12A, Parcels 169, 172, and 173 in the Harpers Ferry District.

**After sworn testimony and presentation of exhibits, motion by Mr. Bell to reduce properties as recommended by the Assessor's Office as follows: Parcel 169 to be reduced from \$11,900 to \$2,000; Parcel 172 to be reduced from \$13,300 to \$2,000; and Parcel 173 to be reduced from \$12,100 to \$2,000 for the July 1, 2014 to June 30, 2015 tax year. Motion seconded by Mr. Manuel and approved unanimously.**

A hearing was conducted on an appeal by Commercial Liability Partners, LLC on Map 22, Parcels 9 and 33 and Map 22 B, Parcel 19.2 in Middleway District.

**After sworn testimony and presentation of exhibits, motion by Mr. Manuel to deny the appeal on Map 22, Parcels 9 and 33 and Map 22B, Parcel 19.2 in Middleway District. Motion seconded and fails on a vote of 1-3 with Mr. Bell, Ms. Noland, and Ms. Tabb opposing.**

**After sworn testimony and presentation of exhibits, motion by Mr. Bell to reduce the buildings on Map 22, Parcel 9 in Middleway District from \$1,638,900 to \$409,700 and uphold the Assessor's value on Parcel 33 on Map 22 and Parcel 19.2 on Map 22B in the Middleway District. Motion seconded by Ms. Noland and passes on a vote of 3-1 with Mr. Manuel opposing.**

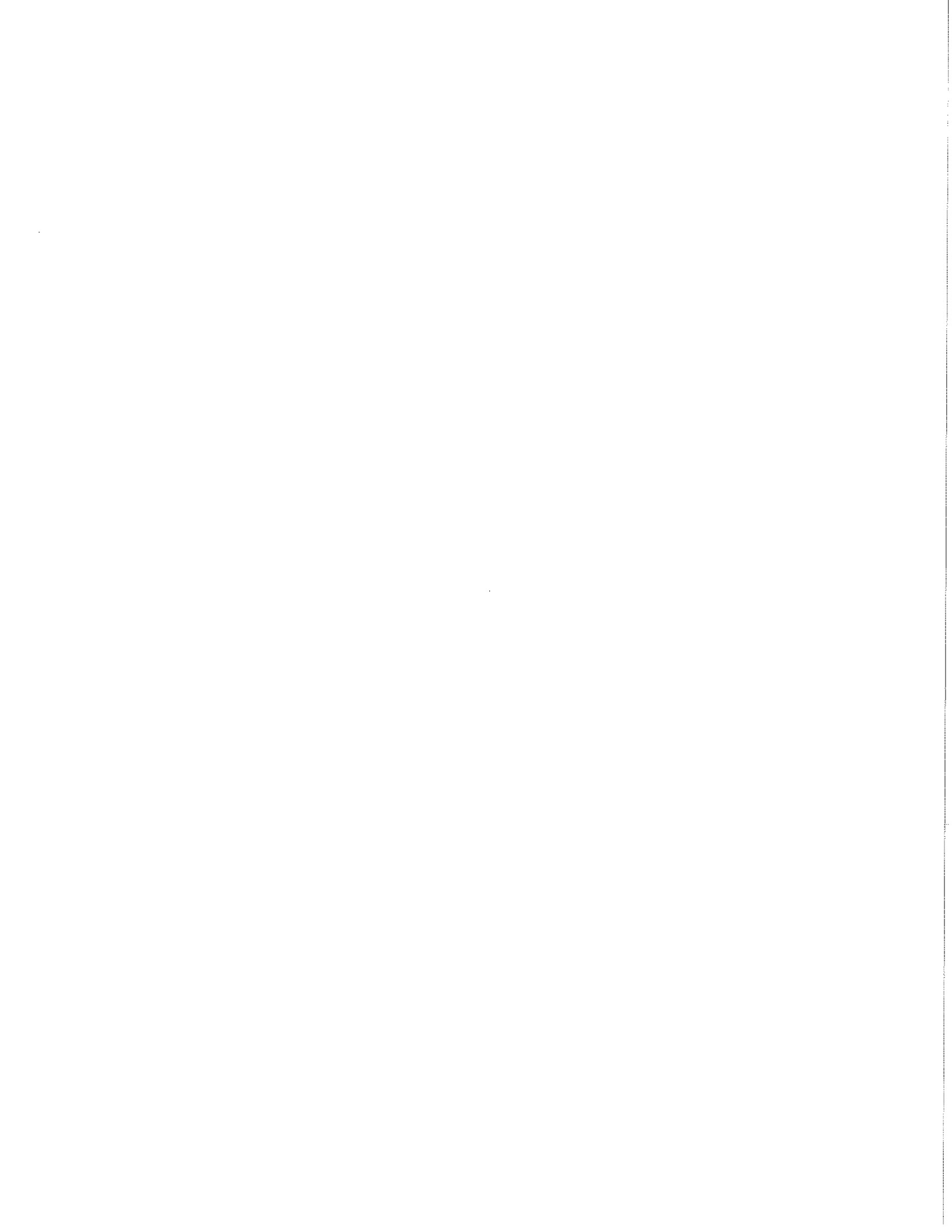
Ms. Bowers then stated she had two corrections that needed Commission approval.

1. Map 2, Parcel 102 in Bolivar Corporation – reduced from \$56,700 to \$13,300 (both building and land)
  - Motion by Mr. Manuel to approve the correction as presented by Ms. Bowers. Motion seconded and unanimously approved.
2. Map 5C, Parcel 9 in Harpers Ferry District – reduced from \$350,300 to \$347,500 (building only)
  - Motion by Mr. Bell to approve the correction as presented by Ms. Bowers. Motion seconded and unanimously approved.

There being no further business, motion by Mr. Manuel to adjourn *sine die*. Motion seconded and unanimously approved.

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PATRICIA A. NOLAND, COMMISSION PRESIDENT



## **Minutes**

### **Jefferson County Commission**

**Thursday, February 18, 2016**

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A meeting of the Jefferson County Commission was held on Thursday, February 18, 2016 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, February 18, 2016 meeting is available through the Jefferson County Commission Office.)

#### **PLEDGE OF ALLEGIANCE**

Commissioner Tabb led the Pledge of Allegiance.

#### **APPROVAL OF MINUTES**

**Motion by Ms. Tabb to approve the February 2, 2016 BORE Minutes as presented. Motion seconded and unanimously approved.**

**Motion by Mr. Manuel to approve the February 4, 2016 Regular Meeting Minutes as presented. Motion seconded and unanimously approved.**

**Motion by Mr. Bell to approve the February 4, 2016 BORE Minutes as presented. Motion seconded and unanimously approved.**

**Motion by Ms. Tabb to approve the February 9, 2016 BORE Minutes as presented. Motion seconded and unanimously approved.**

#### **APPROVAL OF ACCOUNTS PAYABLE**

CHCKNO	DEPT	VENDOR			NOAMT	CHECK AMOUNT
075826	712	AT&T/GA			\$ 35.33	\$ 35.33
075827	401	ERIC BELL			\$ 180.00	\$ 180.00
075828	PAYROLL	KIMBERLY D BURKE			\$ 1,793.19	\$ 1,793.19
075829	425	B-K OFFICE SUPPLY INC			\$ 79.08	\$ 79.08
075829	425	B-K OFFICE SUPPLY INC			\$ 487.80	\$ 487.80
075830	425	BOLAND SERVICES			\$ 924.00	\$ 924.00
075831	425	MERIDITH R BLACKFORD			\$ 35.52	\$ 35.52
075832	403	CASTO & HARRIS INC			\$ 1,133.46	\$ 1,133.46
075833	712	FRONTIER WV, INC			\$ 380.00	\$ 380.00
075834	425	DAYCON			\$ 217.00	\$ 217.00
075835	425	DEAN'S LAWNMOWER SHOP			\$ 49.85	\$ 49.85
075836	PAYROLL	DELTA DENTAL OF WV			\$ 6,184.68	\$ 6,184.68
075837	401	FEDEX			\$ 110.86	\$ 110.86
075837	700	FEDEX			\$ 36.90	\$ 36.90
075838	425	FIRE SAFETY EQUIP			\$ 369.00	\$ 369.00
075839	425	FIDELITY POWER SYSTEMS			\$ 1,247.10	\$ 1,247.10
075840	717	FLEETPRIDE			\$ 191.48	\$ 191.48
075841	405	FPF TRAINING LLC			\$ 400.00	\$ 400.00
075842	PAYROLL	THE HARTFORD			\$ 2,279.65	\$ 2,279.65
075842	PAYROLL	THE HARTFORD			\$ 4,480.44	\$ 4,480.44
075843	401	RICOH USA, INC			\$ 29.06	\$ 29.06
075843	403	RICOH USA, INC			\$ 58.14	\$ 58.14
075843	404	RICOH USA, INC			\$ 29.07	\$ 29.07
075843	405	RICOH USA, INC			\$ 87.21	\$ 87.21
075843	406	RICOH USA, INC			\$ 29.07	\$ 29.07
075843	425	RICOH USA, INC			\$ 29.07	\$ 29.07
075843	433	RICOH USA, INC			\$ 29.07	\$ 29.07
075843	440	RICOH USA, INC			\$ 29.07	\$ 29.07
075843	700	RICOH USA, INC			\$ 58.14	\$ 58.14
075843	712	RICOH USA, INC			\$ 29.07	\$ 29.07
075844	GRANT	JEFFERSON DAY REPORT CNT			\$ 676.60	\$ 676.60
075845	GRANT	JEFFERSON DAY REPORT CNT			\$ 34,613.40	\$ 34,613.40
075846	403	THE JEFFERSON CENTER			\$ 100.00	\$ 100.00
075847	412	JUDITH A MATLICK			\$ 306.51	\$ 306.51
075848	404	MONROE SYS FOR BUSINESS			\$ 187.96	\$ 187.96
075849	GRANT	MINGHINI'S			\$ 29,934.98	\$ 29,934.98
075850	PAYROLL	HIGHMARK WV			\$ 169,749.53	\$ 169,749.53
075851	PAYROLL	MILLENIUM INSURANCE GROU			\$ 600.00	\$ 600.00
075852	PAYROLL	NATIONAL VISION ADMIN.			\$ 1,799.26	\$ 1,799.26

075853	402	PIFER OFFICE SUPPLY, INC			\$ 77.34	\$ 77.34
075853	403	PIFER OFFICE SUPPLY, INC			\$ 62.38	\$ 62.38
075854	425	WILLIAM POLK			\$ 61.54	\$ 61.54
075855	425	PATRIOT FIRE AND SECURIT			\$ 255.00	\$ 255.00
075856	424	POTOMAC EDISON/OH			\$ 1,626.76	\$ 1,626.76
075856	425	POTOMAC EDISON/OH			\$ 16,059.52	\$ 16,059.52
075857	405	BRANDON C.H. SIMS			\$ 324.00	\$ 324.00
075858	700	ALLAN THOMAS			\$ 69.76	\$ 69.76
075859	PAYROLL	HOPE THOMPSON			\$ 2,250.00	\$ 2,250.00
075860	425	WM OF WEST VIRGINIA, INC			\$ 647.25	\$ 647.25
075861	401	WV STATE AUDITOR**			\$ 17,300.00	\$ 17,300.00
075862	PAYROLL	WV COUNTIES GROUP			\$ 150,625.50	\$ 150,625.50
075863	402	XEROX CORPORATION			\$ 2,357.86	\$ 2,357.86
075863	402	XEROX CORPORATION			\$ 1,323.63	\$ 1,323.63
<b>TOTAL</b>					<b>\$ 452,031.09</b>	<b>\$ 452,031.09</b>

**Motion by Mr. Bell to approve the Accounts Payable for February 11, 2016 in the amount of \$309,957.88. Motion seconded and unanimously approved.**

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
075908	428	ACCURATE SYSTEMS INC		\$ -	\$ 4,200.00	\$ 4,200.00
075909	424	AT&T/IL		\$ -	\$ 12.68	\$ 12.68
075910	717	AUTOZONE		\$ -	\$ 164.42	\$ 164.42
075911	ALLOC	AHA/ART&HUMANITIES ALLNC		\$ -	\$ 490.84	\$ 490.84
075912	413	APPLE VALLEY OFF.PRODUCT		\$ -	\$ 192.09	\$ 192.09
075913	425	B-K OFFICE SUPPLY INC		\$ -	\$ 31.95	\$ 31.95
075914	424	BOLAND SERVICES		\$ -	\$ 270.00	\$ 270.00
075914	425	BOLAND SERVICES		\$ -	\$ 1,325.00	\$ 1,325.00
075915	425	DAYCON		\$ -	\$ 65.35	\$ 65.35
075916	424	J.C.EHRLICH		\$ -	\$ 30.00	\$ 30.00
075916	425	J.C.EHRLICH		\$ -	\$ 603.00	\$ 603.00
075917	401	RICOH USA, INC		\$ -	\$ 95.87	\$ 95.87
075917	403	RICOH USA, INC		\$ -	\$ 58.14	\$ 58.14
075917	404	RICOH USA, INC		\$ -	\$ 29.07	\$ 29.07
075917	405	RICOH USA, INC		\$ -	\$ 135.93	\$ 135.93
075917	406	RICOH USA, INC		\$ -	\$ 29.07	\$ 29.07
075917	425	RICOH USA, INC		\$ -	\$ 35.79	\$ 35.79

075917	433	RICOH USA, INC		\$ -	\$ 37.70	\$ 37.70
075917	440	RICOH USA, INC		\$ -	\$ 65.70	\$ 65.70
075917	700	RICOH USA, INC		\$ -	\$ 58.14	\$ 58.14
075917	712	RICOH USA, INC		\$ -	\$ 235.90	\$ 235.90
075918	717	INTERSTATE ALL BATTERY		\$ -	\$ 654.35	\$ 654.35
075919	ALLOC	JEFFERSON COUNTY HISTORI		\$ -	\$ 726.82	\$ 726.82
075920	712	THE JOURNAL		\$ -	\$ 102.70	\$ 102.70
075921	405	LYNDSEY W. MATSCHAT		\$ -	\$ 43.20	\$ 43.20
075922	405	MATTHEW BENDER & CO		\$ -	\$ 294.31	\$ 294.31
075923	711	BARBARA J. MILLER		\$ -	\$ 91.00	\$ 91.00
075924	PAYROLL	VICTORIA MYERS		\$ -	\$ 2,790.07	\$ 2,790.07
075925	401	MAXIM REPORTING LLC		\$ -	\$ 250.00	\$ 250.00
075926	424	CIARA MICK		\$ -	\$ 34.22	\$ 34.22
075927	424	NEOPOST MIDATLANTIC		\$ -	\$ 366.58	\$ 366.58
075928	712	NORFOLK SOUTHERN CORP		\$ -	\$ 12.00	\$ 12.00
075929	ALLOC	JEFF CO PARKS &		\$ -	\$ 11,053.41	\$ 11,053.41
075930	402	PIFER OFFICE SUPPLY, INC		\$ -	\$ 13.50	\$ 13.50
075930	404	PIFER OFFICE SUPPLY, INC		\$ -	\$ 29.92	\$ 29.92
075931	425	POTOMAC EDISON/OH		\$ -	\$ 195.33	\$ 195.33
075932	403	LAURA STORM		\$ -	\$ 351.54	\$ 351.54
075933	402	RECORD MANAGEMENT SOLUTN		\$ -	\$ 35.00	\$ 35.00
075934	717	RICE TIRES CO		\$ -	\$ 804.68	\$ 804.68
075935	402	SOFTWARE SYSTEMS, INC		\$ -	\$ 88.00	\$ 88.00
075935	404	SOFTWARE SYSTEMS, INC		\$ -	\$ 737.00	\$ 737.00
075935	406	SOFTWARE SYSTEMS, INC		\$ -	\$ 58.00	\$ 58.00
075935	428	SOFTWARE SYSTEMS, INC		\$ -	\$ 392.00	\$ 392.00
075936	405	STAPLES CREDIT PLAN		\$ -	\$ 78.26	\$ 78.26
075937	704	WV REGIONAL JAIL &		\$ -	\$ 105,281.50	\$ 105,281.50
075938	405	BRANDON C.H. SIMS		\$ -	\$ 6.50	\$ 6.50
075941	401	AMAZON		\$ -	\$ 264.08	\$ 264.08
075941	401	MARRIOTT		\$ -	\$ 287.89	\$ 287.89
075941	401	SPRINT		\$ -	\$ 54.84	\$ 54.84
075941	401	WVIPAY.COM		\$ -	\$ 225.00	\$ 225.00
075941	402	EZ NETTOOLS		\$ -	\$ 34.95	\$ 34.95
075941	403	SHOPLET		\$ -	\$ 48.96	\$ 48.96
075941	403	SPRINT		\$ -	\$ 54.84	\$ 54.84
075941	405	LEGAL DIRECTORIES PUBLIS		\$ -	\$ 37.74	\$ 37.74
075941	412	COMCAST		\$ -	\$ 105.75	\$ 105.75
075941	413	PANHANDLE PRINTING AND D		\$ -	\$ 240.88	\$ 240.88
075941	415	FRONTIER		\$ -	\$ 84.54	\$ 84.54

075941	415	SPRINT		\$ -	\$ 108.63	\$ 108.63
075941	424	FRONTIER		\$ -	\$ 11,009.54	\$ 11,009.54
075941	424	ROACH ENERGY		\$ -	\$ 754.17	\$ 754.17
075941	424	SPRINT		\$ -	\$ 54.84	\$ 54.84
075941	425	AMAZON		\$ -	\$ 59.99	\$ 59.99
075941	425	ANDY'S PIZZA		\$ -	\$ 46.11	\$ 46.11
075941	425	APPLEBEES		\$ -	\$ 56.98	\$ 56.98
075941	425	BIEDLIER ELECTRIC MOTOR		\$ -	\$ 8.12	\$ 8.12
075941	425	COMCAST		\$ -	\$ 1,044.26	\$ 1,044.26
075941	425	DEANS LAWNMOWER SHOP		\$ -	\$ 22.75	\$ 22.75
075941	425	GRAINGER		\$ -	\$ 68.22	\$ 68.22
075941	425	HIGH REACH COMPANY		\$ -	\$ (13.43)	\$ (13.43)
075941	425	IHOP		\$ -	\$ 54.06	\$ 54.06
075941	425	INTERSTATE ALL BATTERY		\$ -	\$ 1,279.84	\$ 1,279.84
075941	425	JEFFERSON COUNTY P.S.D		\$ -	\$ 165.78	\$ 165.78
075941	425	JEFFERSON UTILITIES, INC		\$ -	\$ 559.76	\$ 559.76
075941	425	KINGS NEW YORK PIZZA		\$ -	\$ 106.32	\$ 106.32
075941	425	PIZZA CITY		\$ -	\$ 123.58	\$ 123.58
075941	425	ROACH ENERGY		\$ -	\$ 552.99	\$ 552.99
075941	425	SHENANDOAH SPRING WATER		\$ -	\$ 722.00	\$ 722.00
075941	425	THE HOME DEPOT		\$ -	\$ 306.40	\$ 306.40
075941	425	VALLEY HARDWARE		\$ -	\$ 7.48	\$ 7.48
075941	425	WAL-MART		\$ -	\$ 17.60	\$ 17.60
075941	425	WEISS BROS OF HAGERSTOWN		\$ -	\$ 4,142.26	\$ 4,142.26
075941	425	84 LUMBER		\$ -	\$ 39.50	\$ 39.50
075941	428	AMAZON		\$ -	\$ 26.00	\$ 26.00
075941	428	AMAZON		\$ -	\$ 257.94	\$ 257.94
075941	428	BARRACUDE NETWORKS INC		\$ -	\$ 1,298.00	\$ 1,298.00
075941	428	BEST BUY		\$ -	\$ 211.99	\$ 211.99
075941	428	NAME CHEAP.COM		\$ -	\$ 94.00	\$ 94.00
075941	428	SPRINT		\$ -	\$ 109.62	\$ 109.62
075941	428	STAPLES		\$ -	\$ 4.74	\$ 4.74
075941	433	SPRINT		\$ -	\$ 54.84	\$ 54.84
075941	439	SPRINT		\$ -	\$ 54.84	\$ 54.84
075941	440	ASFPM		\$ -	\$ 140.00	\$ 140.00
075941	440	SPRINT		\$ -	\$ 54.84	\$ 54.84
075941	GRANT	RECON ROBOTICS		\$ -	\$ 13,632.99	\$ 13,632.99
075941	700	COMFORT INN		\$ -	\$ 199.02	\$ 199.02
075941	700	DENNY'S		\$ -	\$ 15.14	\$ 15.14
075941	700	DOLLAR GENERAL		\$ -	\$ 9.54	\$ 9.54

075941	700	FOOD LION		\$ -	\$ 77.57	\$ 77.57
075941	700	JOHN E. REID AND ASSOC		\$ -	\$ 420.00	\$ 420.00
075941	700	MARRIOTT		\$ -	\$ 14.77	\$ 14.77
075941	700	OUTBACK		\$ -	\$ 33.36	\$ 33.36
075941	700	RUBY TUESDAY		\$ -	\$ 24.50	\$ 24.50
075941	700	SPRINT		\$ -	\$ 1,304.93	\$ 1,304.93
075941	700	SUBWAY		\$ -	\$ 11.15	\$ 11.15
075941	700	TRACTOR SUPPLY CO		\$ -	\$ 97.98	\$ 97.98
075941	711	ANDY'S PIZZA		\$ -	\$ 184.99	\$ 184.99
075941	711	DULLES GREENWAY QPS		\$ -	\$ 4.30	\$ 4.30
075941	711	KINGS NEW YORK PIZZA		\$ -	\$ 16.70	\$ 16.70
075941	711	MARRIOTT		\$ -	\$ 242.04	\$ 242.04
075941	711	NFPA NATINAL FIRE PROTEC		\$ -	\$ 165.00	\$ 165.00
075941	711	SHEETZ		\$ -	\$ 83.23	\$ 83.23
075941	711	SPRINT		\$ -	\$ 599.97	\$ 599.97
075941	711	SPRINT		\$ -	\$ 186.91	\$ 186.91
075941	711	STAPLES		\$ -	\$ 73.98	\$ 73.98
075941	711	WAL-MART		\$ -	\$ 544.35	\$ 544.35
075941	711	WEIS MARKETS		\$ -	\$ 428.05	\$ 428.05
075941	712	AMAZON		\$ -	\$ 275.58	\$ 275.58
075941	712	FRONTIER		\$ -	\$ 10,144.70	\$ 10,144.70
075941	712	NATIONAL ACADEMY OF EMD		\$ -	\$ 100.00	\$ 100.00
075941	712	SPRINT		\$ -	\$ 449.36	\$ 449.36
075941	712	WAL-MART		\$ -	\$ 27.82	\$ 27.82
075941	716	ALPHA TECH PET INC		\$ -	\$ 141.12	\$ 141.12
075941	716	BLUE RIDGE VETERINARY		\$ -	\$ 69.00	\$ 69.00
075941	716	GALLS		\$ -	\$ 1,255.60	\$ 1,255.60
075941	716	GREENLAWN MEMORIAL PARK		\$ -	\$ 298.00	\$ 298.00
075941	716	TRACTOR SUPPLY CO		\$ -	\$ 14.96	\$ 14.96
075941	716	USPS US POSTAL SERVICE		\$ -	\$ 19.99	\$ 19.99
075941	717	FISHER AUTO PARTS		\$ -	\$ 849.57	\$ 849.57
075941	900	SPRINT		\$ -	\$ 145.89	\$ 145.89
075942	ALLOC	JEFFERSON CO CONVENTION		\$ -	\$ 12,271.07	\$ 12,271.07
075943	405	THOMSON REUTER - WEST		\$ -	\$ 2,282.45	\$ 2,282.45
075944	PAYROLL	DEBRA A. YOUNG		\$ -	\$ 584.52	\$ 584.52
<b>TOTAL</b>						<b>\$ 205,000.66</b>
<b>TOTAL</b>					<b>\$ 205,000.66</b>	

**Motion by Mr. Tabb to approve the Accounts Payable for February 18, 2016 in the amount of \$205,000.66. Motion seconded and unanimously approved.**

**PUBLIC COMMENT:**

No public comments were presented during this meeting.

**PRESENTATIONS**

1. Resolution in Support of Senate Bill 298 – the “Brunch Bill” to allow West Virginia dining establishments serve alcohol prior to 1:00 pm on Sundays.
  - **Motion by Mr. Manuel to approve the Resolution in Support of Senate Bill 298 as presented. Motion seconded and unanimously approved.**
  - **Motion by Mr. Pellish to amend the Resolution to include that the approval of Senate Bill 298 would have a positive impact on both the State and local budgets. Motion seconded and unanimously approved.**
2. Tom Trumble, Chair, Jefferson County Board of Health – FY2017 Budget Presentation.
3. Lynn Fields, Probate Office – Requested the approval of the Order to Reopen Estate and Appoint Executrix for the Estate of Margaret F. Spahitz, deceased.
  - **Motion by Ms. Tabb to convene as a Fiduciary Review Board. Motion seconded and unanimously approved.**
  - **Motion by Ms. Noland to approve the Order to reopen the Estate and appoint Ann Spahitz Mackey as the Executrix for the Estate of Margaret F. Spahitz. Motion seconded and unanimously approved.**
  - **Motion by Mr. Manuel to adjourn as a Fiduciary Review Board. Motion seconded and unanimously approved.**
4. The Commission recessed for break at 10:45 am.  
The Commission reconvened at 11:00 am.
5. Public Hearing – FY16 HOME Investment Partnership Program – Approval of Resolution to participate in the Eastern Panhandle HOME Consortium of West Virginia for the period of July 1, 2016 to June 30, 2017.

President Noland opened the hearing at 11:02 am. Nancy Strine, Community Development Administrator for the City of Martinsburg, provided a description of the

HOME Investment Partnership Program and the services it provides for the Panhandle. President Noland then opened the floor for public comment; however, no public comments were made during the hearing, and Commissioner Noland closed the floor.

- **Motion by Mr. Manuel to approve the Resolution for the County Commission of Jefferson County, West Virginia authorizing participation in the Eastern Panhandle HOME Consortium of West Virginia for the period of July 1, 2016 to June 30, 2017. Motion seconded and unanimously approved.**

6. Roger Goodwin, Chief County Engineer

a. Presentation of Calendar Year 2015 Annual Report for the Office of Impact Fees

- **Motion by Mr. Pellish to approve the 2015 Annual Report for the Office of Impact Fees as presented. Motion seconded and unanimously approved.**
- **Motion by Mr. Manuel to approve the annual inflationary adjustments to the impact fees for residential structures but stay the impact fee rates for commercial structures. Motion seconded but fails on a vote of 1-4 with Mr. Bell, Ms. Noland, Mr. Pellish, and Ms. Tabb.**
- **Motion by Mr. Pellish to stay the annual inflationary adjustments to the impact fees. Motion seconded and passes on a vote of 4-1 with Mr. Manuel opposing. .**

b. Presentation of the FY17 Capital Improvement Plan for the Office of Impact Fees

- **Motion by Mr. Pellish to approve the FY 2017 Capital Improvement Plan for the Office of Impact Fees as presented. Motion seconded and unanimously approved.**

7. Jennifer Brockman, Director of Planning and Zoning and Michelle Gordon, Finance Director – Discussion of FY17 Budget/Personnel Matters.

- **Motion by Mr. Bell to enter into Executive Session to discuss personnel matters. Motion seconded and unanimously approved.**
- **Motion by Ms. Tabb to come out of Executive Session. Motion seconded and unanimously approved.**

8. Nathan Cochran, Assistant Prosecuting Attorney – Discussion of case no. CK-19-2015-AA-4.

- **Motion by Mr. Manuel to enter into Executive Session to discuss pending litigation. Motion seconded and unanimously approved.**
- **Motion by Ms. Tabb to come out of Executive Session. Motion seconded and unanimously approved.**

9. The Commission recessed for lunch at 1:00 pm.  
The Commission reconvened at 1:30 pm.

### **NEW BUSINESS**

10. Determination of the line item for payment of Leadership West Virginia tuition.

- **Motion by Mr. Pellish to pay Commissioner Noland's tuition for Leadership West Virginia from the Training and Education line item. Motion seconded and unanimously approved.**

11. Request to use JCC Meeting Room on Sunday, February 28, 2016

- **Motion by Mr. Manuel to postpone a decision on this item until speaking with legal counsel. Motion seconded and unanimously approved.**
- **Motion by Mr. Pellish to deny the use of the JCC meeting room by Arthur Cridler on Sunday, February 28, 2016. Motion seconded and passes on a vote of 4-1 with Mr. Bell opposing.**

12. Legislative Updates - Commissioners Manuel and Noland provided the audience with updates on House Bill 4145, which would eliminate a requirement for concealed carry permits, and Senate Bill 298, which would allow West Virginia dining establishments to serve alcohol prior to 1:00 pm on Sundays.

### **COUNTY ADMINISTRATOR REPORTS**

- Government Sponsorship of Old Charles Town Public Library – Ms. Grove updated the Commission on the process for sponsoring the Old Charles Town Library on becoming a public library, stating it would be a joint project between the Cities of Charles Town and Ranson, Board of Education, and the county and would require a five-member board.
  - **Motion by Mr. Manuel to direct the County Administrator to pursue designating the Charles Town Library as a public library. Motion seconded and unanimously approved.**
- Discussion of dates for Mass Events Ordinance public hearing – Ms. Grove discussed with the Commission the potential dates for the Mass Events Ordinance and suggested

the evening of March 17, 2016 as it works best for staff in the Planning and Zoning department; however, it was the consensus of the Commission that there was no rush to address this item.

- **Motion by Mr. Bell to delay the Mass Events Ordinance until the middle of July. Motion seconded and unanimously approved.**

➤ P-card rebate update - Ms. Grove stated the P-card rebate for last quarter was \$2,365.86.

13. Public Hearing – Proposed amendments to Article 12 of the Zoning and Land Development Ordinance pertaining to Zoning Map and Text Amendments.

Jennie Brockman, Director of Planning and Zoning, provided background information regarding the proposed amendments, stating they were needed to clarify that zoning map amendment petitions may be submitted to either the Planning Commission or the County Commission and that amendments that required a public hearing could be held by either body.

Ms. Noland opened the floor for public comment; however, no public comments were provided on this topic. The public hearing was closed at 1:38 pm, and Ms. Noland stated the record would remain open for two weeks to allow time for written comment.

14. Jennifer Brockman, Director of Planning and Zoning

a. Discuss amending various sections of the Zoning and Land Development Ordinance (File #ZTA15-02) and the Subdivision and Land Development Regulations (File #STA15-04) regarding permitting campgrounds in certain Rural and Commercial zoning districts.

- **Motion by Ms. Tabb to schedule a work session concerning this topic once the budget process has been completed. Motion seconded and unanimously approved.**

b. Update on Planning Commission Text Amendments – Possible Executive Session related to LESA/Conditional Use Permit and Cluster Subdivision Provision Modifications.

- **Motion by Mr. Bell to enter into Executive Session to receive legal counsel. Motion seconded and unanimously approved.**
- **Motion by Mr. Manuel to come out of Executive Session. Motion seconded and unanimously approved.**

15. The Commission recessed at 2:30 pm.  
The Commission reconvened at 7:00 pm.

## 16. Public Budget Forum – Budget FY17

President Noland opened the meeting at 7:01 pm and described to the audience the budget process, stating the Commission was currently hearing budget request from County departments and contingency agencies but had not yet made any funding decisions. Michelle Gordon, Jefferson County Finance Director, provided more detailed information regarding County revenue and expenditures and projections for the FY17 budget year. President Noland then opened the floor for public comment, which was provided by the following:

1. Morgan Spillman, resident – spoke about Mountain Cats TNR, a group whose been working to reduce the feral cat population in Jefferson County. Ms. Spillman stated Mountain Cats TNR needs more participation from the county and municipal governments regarding the issue of feral cats as they pose a serious public health issue to the community.
2. Jody Welty, resident – spoke in support of increase funding for the local libraries, as she believes libraries are the heart of the community.
3. Ann Mountz, resident and Vice President of the Jefferson County Parks and Recreation Commission – reiterated the importance of Parks and Recreation in relationship to the development, health, and wellness of the Community. Ms. Mountz also stated that it would be increasingly difficult to continue to provide the same level of service without a sufficient level of funding.
4. Charlotte Mountz, resident – also provided support for Parks and Recreation, stating that the programs provided by Parks and Recreation help kids learn new things, meet new people, and make new friends.
5. Patty Kovak, resident – spoke in support of Mountain Cats TNR, stating the group needs financial help to reach their goals.
6. Kathleen Hintz, resident and member of the Bolivar/Harpers Ferry Library Board – stated the need for additional funding for libraries was very great, and more consideration should be given for agencies that provide services to the public.
7. Robert McEachern, resident – voiced his support for the local libraries, and stated the libraries needed funding for more books.
8. Reva Mickey, resident and member of the Jefferson County Democratic Association – spoke in strong support of Jefferson County Parks and Recreation, stating that Parks and Recreation programs often provide young teens with parental guidance which may be missing in their everyday lives.

9. Lyn Widmyer, resident and member of the League of Women Voters – stated the Commission needs to reexamine the level of funding provided for fire and ambulance service as it isn't sustainable for the future.
10. Peter Fricke, resident and member of the Jefferson County Planning Commission – spoke on behalf of the Middleway Conservancy Association and asked that the Commission consider providing additional funding to the Jefferson County Historic Landmarks Commission.
11. Eleanor Finn, resident and member of the League of Women Voters – reminded the Commissioners to keep an eye on their Coal Severance account.
12. John Cummings, resident – stated local libraries are the pillar of our education and they need more financial support to sustain their high level of service.
13. Kay Bresee, resident and member of the Jefferson County Animal Welfare Society – spoke on behalf of the Animal Welfare Society and thanked the Commission for their continued support.
14. Dottie Kracke, resident – spoke on behalf of Mountain Cats TNR and the Animal Welfare Society and asked the Commission to assist with funding projects to better the lives of the animals and citizens of Jefferson County.
15. Rachel Combs, resident – spoke in support of Mountains Cats TNR and Jefferson County Parks and Recreation.
16. Hali Taylor, resident and director of the Shepherdstown Library – thanked the Commission for their continued support of the local libraries.
17. Joyce Garrison, resident – also spoke in support of Mountain Cats TNR and requested the Commission consider providing financial support to the cause.
18. Joe Thompson, resident – requested the Commission consider allocating money for increased police presence in the Shannondale neighborhood.

There being no further comments, the Commissioners thanked everyone for providing their input and urged them to continue to participate in the budget process by attending or viewing the webcast meetings online.

## **COUNTY COMMISSION REPORTS**

### Dale Manuel

- Attended the opening of the Bus Garage.
- Attended the Shepherdstown Fire Company Superbowl dinner.
- Attended the Citizen's Fire Company Pancake Day.
- Spoke at a Retired Federal Employees function.
- Attended a PSD meeting.
- Attended the budget presentations.
- Attended the Board of Review and Equalization hearings.
- Attended a Council on Aging meeting.
- Attended a Water Advisory Committee meeting.
- Attended the Animal Welfare Society dinner at Hollywood Casino.

### Patsy Noland

- Attended the budget presentations.
- Attended the Board of Review and Equalization hearings.
- Attended the opening of the Bus Garage.
- Attended the WVACO Legislative Conference in Charleston.
- Attended a CVB meeting.
- Attended a Council on Aging meeting.

### Eric Bell

- Attended the opening of the Bus Garage.
- Attended the budget presentations.
- Attended the Board of Review and Equalization hearings.
- Attended the WVACO Legislative Conference in Charleston.
- Attended Juvenile Drug Court activities.

### Jane Tabb

- Attended the budget presentations.
- Attended the Board of Review and Equalization hearings.
- Attended an ESA special meeting.
- Attended an ESA regular meeting.
- Attended a PSD special meeting.
- Attended a Fire and Rescue Association meeting.
- Attended a Farmland Protection Board meeting.

### Walt Pellish

- Attended a legal symposium at Shepherd University.

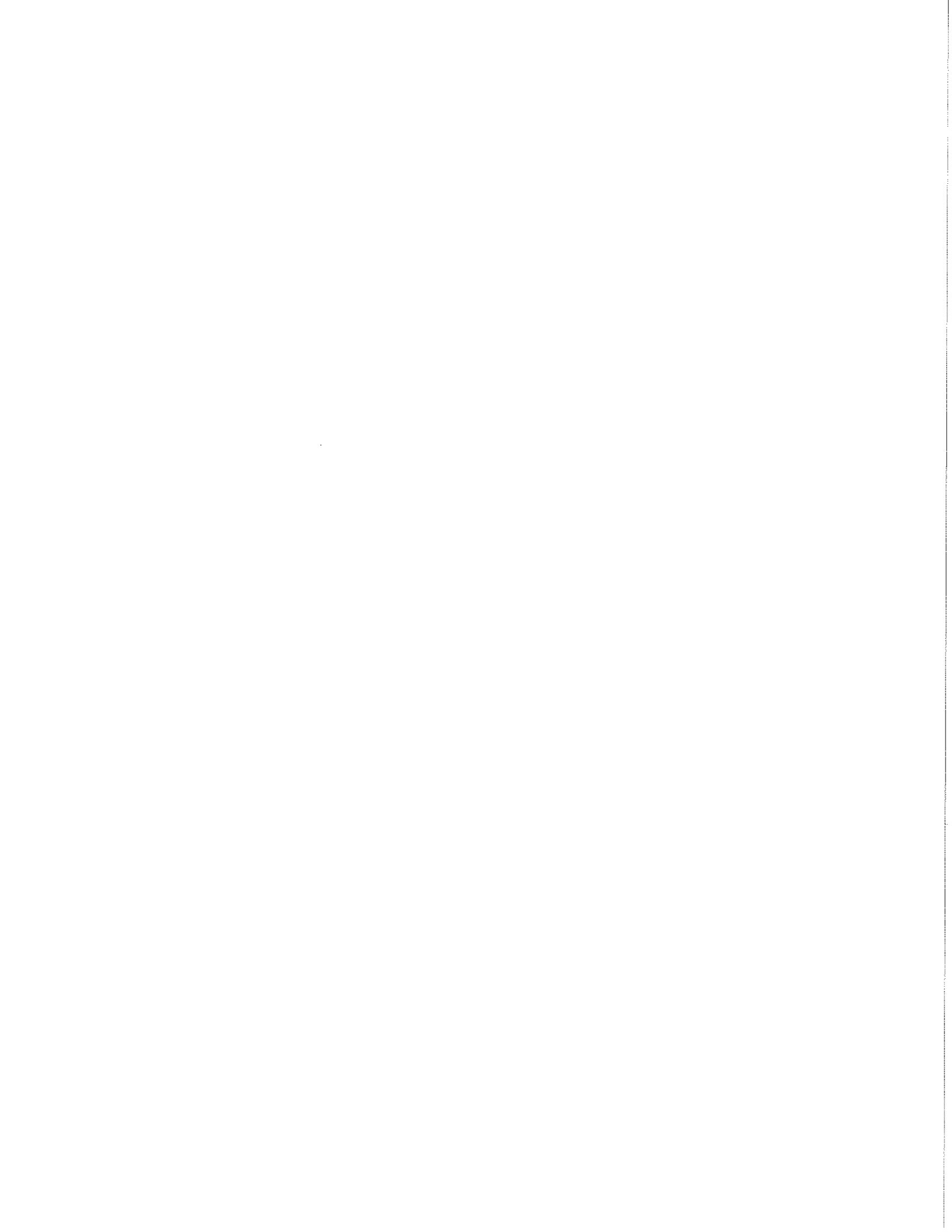
17. The meeting was adjourned at 8:40 pm on a motion by Mr. Bell. Motion was seconded and unanimously approved.

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Patricia A. Noland, PRESIDENT

Respectfully submitted  
Jessica D. Carroll  
Administrative Assistant

DESCRIPTION	Fund 001 CO.	Fund 003 Dog	Total
Gross Wages	\$ 364,001.87	\$ 38.10	\$ 364,039.97
6.2% Tax Payable OASDI	\$ 21,696.69	\$ 2.17	\$ 21,698.86
1.45% Tax Payable HI	\$ 5,074.25	\$ 0.51	\$ 5,074.76
Fed Withholding	\$ 41,427.09	\$ 2.81	\$ 41,429.90
WV State Withholding	\$ 15,471.94	\$ 1.54	\$ 15,473.48
PERS Retirement Deduct 4.5%	\$ 11,945.47	\$ 1.71	\$ 11,947.18
PERS Retirement Deduct 6%	\$ 911.98		\$ 911.98
Hosp. Pre-Tax	\$ 11,518.00		\$ 11,518.00
Cancer/ICU Pre-Taxed	\$ 1,015.12		\$ 1,015.12
Cancer/ICU Not Pre-Taxed	\$ 801.89		\$ 801.89
Optional Life Not Pre-Taxed	\$ 2,240.22		\$ 2,240.22
Christmas Club	\$ 5,510.00		\$ 5,510.00
Wage Attach #1	\$ 1,311.70		\$ 1,311.70
Wage Attach #3	\$ 212.31		\$ 212.31
DSRS Retirement Deduct 8.5%	\$ 5,687.83		\$ 5,687.83
457 - Nationwide	\$ 749.00		\$ 749.00
457I - Empower	\$ 2,985.00		\$ 2,985.00
MD State Tax	\$ 451.22		\$ 451.22
D/VF	\$ 1,526.28		\$ 1,526.28
VA. State Tax	\$ 112.87		\$ 112.87
COLONIAL(PLUS)	\$ 192.71		\$ 192.71
Total Deductions	\$ 130,841.57	\$ 8.74	\$ 130,850.31
Net Wages Total	\$ 233,160.30	\$ 29.36	\$ 233,189.66
Payroll Date	25-Feb-2016		





AGENDA REQUEST FORM  
www.jeffersoncourtyww.org

*July*  
725-7916



Name: *Randy Funkhouser*  
Department or Organization: *Charles Toton HBPA*

Estimation of amount of time needed for appointment: *10 minutes*

Date Requested - 1<sup>st</sup> Choice: *March 3, 2016*  
If a specific date is needed, please provide reason for specific date:

Date Requested - 2<sup>nd</sup> Choice: *March 17, 2016*  
Subject (Wording to be placed on agenda): *Update on Legislative bills affecting the Thoroughbred racing and breeding industries*

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

Is this a funding request? Y/N  NO  
If so, how much? \$  
Provide exact financial impact/request:

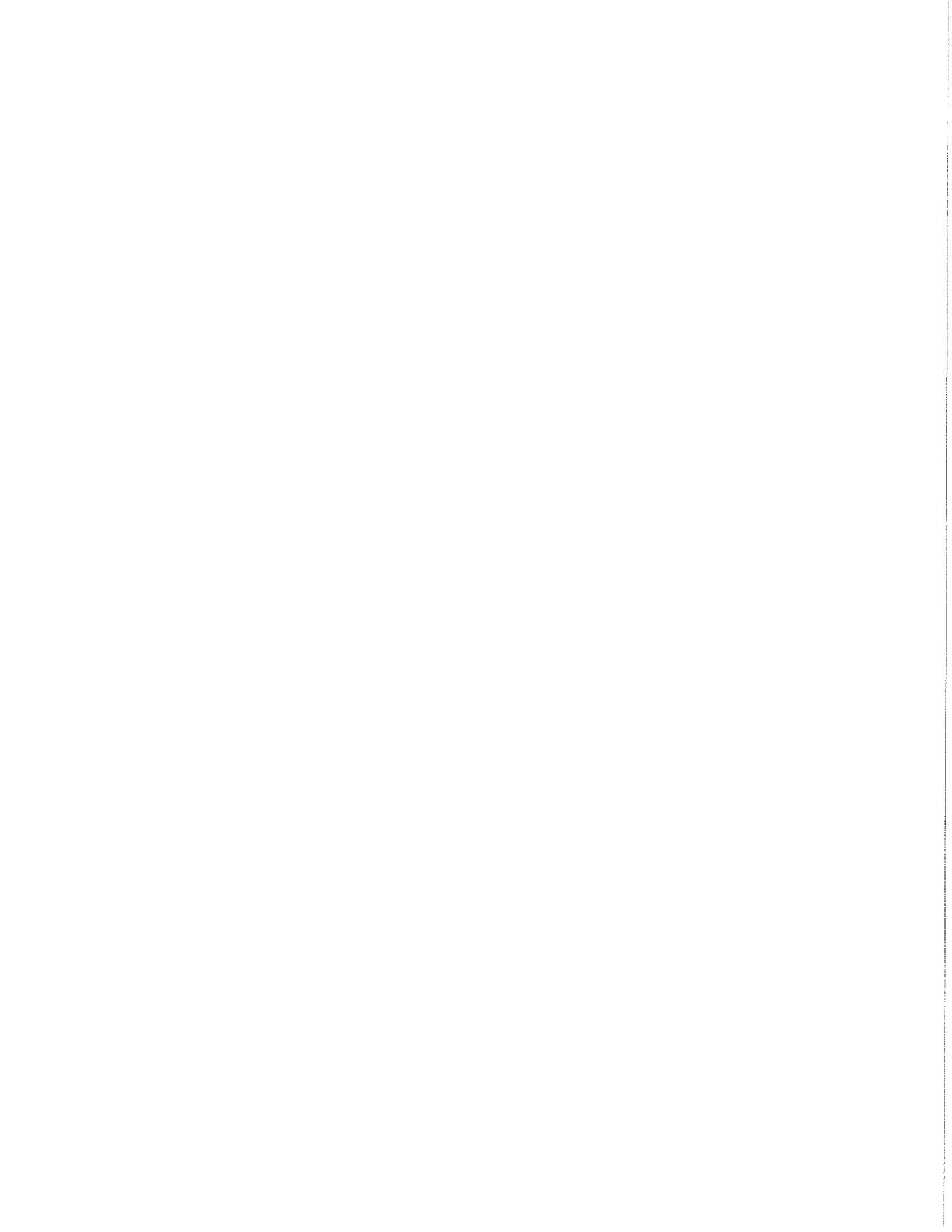
Recommended motion (Please type out the wording of the motion that you would like the Commission to approve):

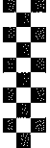
Attach supporting documents for request, or request may be denied.  
If not attached, explain:

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

Contact information: *Maria A. Castagnan*  
Email address: *mcthbpa@yahoo.com* Phone Number: *304-725-1535*

FOR COMMISSION STAFF USE ONLY - FINANCIAL IMPACT/RECOMMENDATION
not applicable





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



Name:

Department or Organization: Ronda Eddy - Director - Jefferson Day Report Center

Estimation of amount of time needed for appointment: 15 min.

Date Requested - 1<sup>st</sup> Choice: March 3, 2016 9:45  
*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): Jefferson Day Report + Unicare of WV, Inc - Discuss Substance use treatment PROVIDED BY WV Medic

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: N/A

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

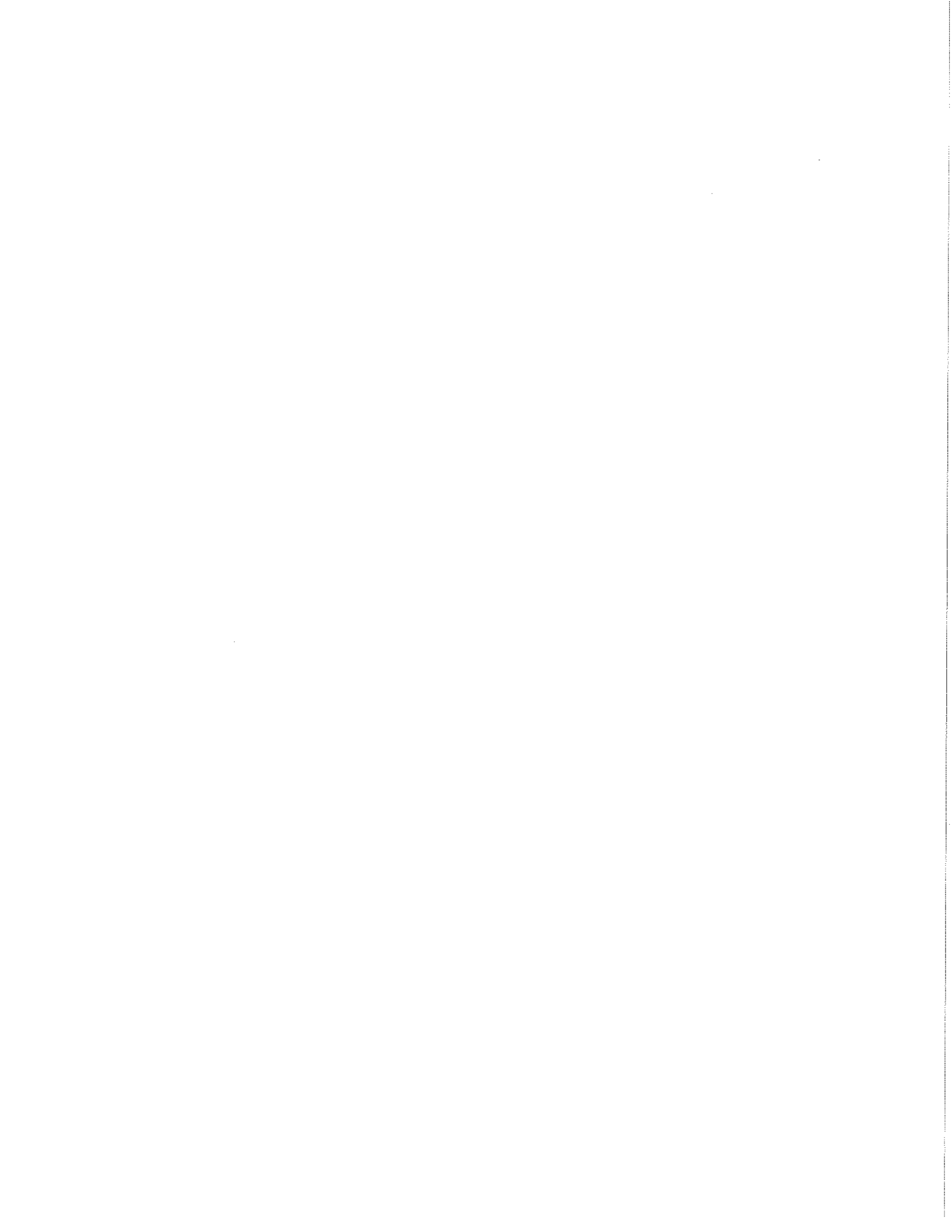
Attach supporting documents for request, or request may be denied.  
If not attached, explain:

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



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



Name: Ronda Eddy

Department or Organization: **Jefferson Day Report Center**

Estimation of amount of time needed for appointment:

Date Requested – 1<sup>st</sup> Choice: **March 3, 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*): Request to Reappoint Mark Hofe, Chief Probation Officer, as an ex-officio, non-voting member to the Community Criminal Justice Board

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



## Jefferson Day Report Center

121 West Third Avenue  
Ranson, West Virginia 25438  
Telephone: 304-728-3527  
Facsimile: 304-728-3614



February 8, 2016

Stephanie Grove, County Administrator  
PO Box 250  
Charles Town, WV 25414

Dear Stephanie:

This letters serves as a request for the Jefferson County Commission to re-appoint Mark Hofe, Chief Probation Officer, as an ex officio, nonvoting member to the Criminal Justice Board. Mr. Hofe has served on the Board for several years, and his current term has expired.

Please let me know if you need further information to fulfill this request.

Sincerely,

  
Ronda Eddy, Director

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



Name: Jessica Carroll

Department or Organization: **Jefferson County Commission**

Estimation of amount of time needed for appointment:

Date Requested – 1<sup>st</sup> Choice: **March 3, 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*): **Interviews/Appointments to the Regional Airport Authority – one unexpired term ending June 30, 2016.**

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, March 3, 2016 or as soon thereafter as the Commission may decide:

**Regional Airport Authority - one unexpired term ending June 30, 2016.**

Persons who may be interested in the above listed agency must be residents of Jefferson County and 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 p.m. the Monday before 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:**

**February 17 and 24**

**THANKS - JEFFERSON COUNTY COMMISSION**

Dear Jefferson County Commissioners,

I would like to express my continued interest in representing Jefferson County on the Eastern West Virginia Regional Airport Authority.

After a great deal of internal debate with my company the Aircraft Owners and Pilots Association on the possibilities of conflict of interest and the perception of conflict of interest it has been determined that since I do not house a company plane at my local airport there is no direct conflict of interest; and since it is AOPA's mission to help all airports individually and collectively there is no perception of conflict of interest in my serving to help this single airport.

Therefore, having jumped through those legal hurdles, I present my interest in serving Jefferson County by appointment to the airport authority for the Eastern West Virginia Regional Airport.

Sincerely,

Jared Esselman  
121 Trotting Way  
Charles Town, WV 25414  
Director of State Government Affairs, AOPA

# Jared A. Esselman

121 TROTting WAY, CHARLES TOWN, WV 25414

PHONE 301-575-7915 • E-MAIL JARED.ESSELMAN@POST.HARVARD.EDU

## Aviation Leadership

### Aircraft Owners and Pilots Association

Frederick, MD

May 2014 - Present

Director, State Government Affairs

#### Department Leadership

- State aviation tax expert; state aviation department liaison; expertise in FAR part 91,125,135 regulations.
- Develop and institute company policy and procedures for state and local advocacy objectives.
- Prepare annual budget including operating expenses, supplies, contract services, personnel and training expenses.
- Oversee team of 7 Regional Managers, external contract lobbyist and part time regional representatives.
- Develop and maintain working relationships with governors, legislators, mayors and other elected and appointed officials.
- Established metrics for effectiveness and efficiency for the department.

#### External Events

- Plan and implement State Aviation Day events at state capitols involving aviation industry leaders within each state.
- Present tax seminars at national aviation and legislative conferences promoting company products and aviation industry concepts.

#### Achievements

- Personally prevented duplication of taxes on AOPA member who had purchased an aircraft.
- Passed legislation exempting aircraft maintenance parts and labor from tax in SC and FL.
- Passed legislation exempting sale of aircraft from tax in NY.
- Prevention of punitive taxes on aircraft and aviation fuel in OR, MA, NY, CA and other states.
- Formation and growth of state aviation legislative caucuses in FL, CA, WA, PA and other states.
- Invited to become Board Member of the National Conference of State Legislators - Board of Directors.

### United States Air Force

Charleston AFB, SC

Apr 2002 – Apr 2009

Staff Sergeant - Loadmaster

SMSGT Shane Pilgrim

#### Overall Responsibilities

- Manage global aircraft and cargo logistics.
- Train and obtain outside training for staff dispatchers, cargo supervisors and air crew.
- Ensure proper maintenance scheduling and records for aircraft.

#### Operation Iraqi Freedom

- Managed global logistics operations for 250 combat and medical evacuation missions.
- Supervised junior loadmasters in 56 combat training operations.
- Develop and implement Emergency Response Plan for deployed aircraft.
- Managed aircraft operations and logistics movements for over 2,500 flight hours.
- Highly decorated for skill in aviation logistics in combat zones.

#### Operation Enduring Freedom

- Managed global logistics operations for 75 combat and medical evacuation missions.
- Supervised cargo and fueling systems for base-wide airlift operations.

#### Airlift Tanker Association Liaison

- Maintain knowledge base and relationships with aviation industry vendors and the latest aircraft and training products.

#### POTUS Escort

- Managed CONUS aviation logistics for 22 Presidential escort missions.

#### Results

- Highly decorated for leadership and teamwork receiving 4 major Air Force awards and 5 specialty medals.

## **Jet Aviation**

Flight Line Service

West Palm Beach, FL

John Mason, FBO Manager

Sept 2006 – May 2007

- Customer Service expert.
- Maintained an active aviation safety program.
- Singularly extinguished an aircraft fire saving the lives of passenger and crew.
- Documented as the only lineman in Jet Aviation company history to receive the employee of the month award.

## **Leadership in Public Affairs & Public Policy Strategy**

### **CFPB**

Coordinator, Intergovernmental Affairs

Washington, DC

Dec 2012 – June 2014

#### **Municipal Advocacy**

- Designed and developed pilot program incorporating an initial 5 municipalities.
- Received national praise in the US House Committee on Financial Services on 27 Jan, 2014.
- Praised by the editor of Governing Magazine in March, 2014 edition.

#### **State Legislative Advocacy**

- Monitored developing state legislation and public policy and perform impact analysis.
- Initiated the Bureau's first subject matter expert testimony in a state legislature study committee hearing.
- Collaborated with colleagues at the National Conference of State Legislators to organize nationwide briefing calls with State Legislators.

#### **International Advocacy**

- Facilitated international collaboration, speaking invitations and requests for meetings with the United Kingdom, Austria, Australia, South Korea, Israel, Sweden, Tanzania, Taiwan, Mexico and China.
- Managed relationships with other Federal Agencies and the White House.

### **The White House**

Intergovernmental Affairs

Washington DC

Janet Creighton, D.A.P.

May – Aug 2008

- Manage all collaborative efforts between the President of the United States and the 50 State Governors.
- Scheduled 27 US Presidential meetings and 13 public appearances by the Deputy Assistant to the President with state legislative and state executive officials.
- Interacted on behalf of the White House with 15 federal agencies, Congressional staff and State Governors executive offices.
- Assisted staff from State Governors' offices in answering public policy and legislative inquiries.

### **Mayoral Campaign**

Mayoral Candidate / Campaign Manager

Mooresville, NC

Jan 2011 – Jan 2012

- Managed 11 staff: 4 full time staff of 30+ hours a week; 7 part time staff of 20+ hours a week.
- Developed campaign and public affairs strategy consisting of radio commercials; television spots; news media interviews; newspaper articles; news media advertisements; a phone bank and over 2,000 auto calls.
- Budgeted campaign finances using zero based budgeting methods, incorporating costs for:
  - Travel; print media; social media; internet based marketing; road signage; radio and TV media considerations; staff needs; rent and utilities.
- Collaborated with 5 local media outlets, municipal and county governments, and 2 school districts to deliver public affairs message to a wide audience of 21,000 voters and elected officials.
- Engaged in 15 public speaking events including answering impromptu questions from constituents and media reporters.
- Accomplished personal goals of achieving a less than 10 percentage point spread in 1/3 the amount of time and at 1/3 the cost of my opponent.

### **Harvard University**

Faculty Assistant

Cambridge, MA

Steve Jarding, Elaine Kamarck

August 2010 – May 2011

- Instruct students on complex public policy and public affairs subjects.

- Assisted with the creation of 36 class lectures, 2 professors' schedules, and 7 major class events.
- Conducted 16 weekly class study sessions as well as gave lectures in absence of professor.
- Coordinated 12 guest lecturers, gave 4 external presentations and conducted monthly class exercises outside of regularly scheduled class time.
- Grading 200+ essays and exams and administered final exams.
- Proven ability to effectively judge public policy analysis and public affairs strategy.

## **Community Leadership**

### **Board of Directors – Harvard Club of Washington DC**

2012-2014

Member of Board

- Project manager for club newsletter production.
- Redesigned newsletter process to highlight bi-monthly club achievements.
- Reduced cost by 30%.

### **AwesomeCon Washington DC**

December 2012 – November 2013

President of Programming

- Managed staff of 40 volunteers.
- Produced over 190 hours of interactive entertainment.
- Planned event logistics for 55,000 patrons.

### **2 Year Humanitarian Mission**

1999-2001

District Leader

- Area Manager for staff of 8 field workers.
- Promoted to Regional Supervisor for 7 Area Managers and 56 field workers.

## **Education**

### **Harvard University**

John F. Kennedy School of Government,

Cambridge, MA

Masters in Public Policy

Aug 2009 – May 2011

### **College of Charleston**

Political Science Major,

*Pi Epsilon Alpha National Political Science Honor Society*

Charleston, SC

Bachelor's Degree

Aug 2007 – May 2009

### **Palm Beach Community College**

Political Science Major,

*Phi Theta Kappa Honor Society*

West Palm Beach, FL

Associate in Arts Degree

Aug 2006 – Aug 2007

### **Community College of the Air Force**

Aeronautical Logistics Technology

2002-2006

### **Skills Acquired**

*Technical Expertise* - Microsoft Word, Excel, Outlook, PowerPoint, LexisNexis StateNet, CQ StateTrack.

*Core Competencies* - Leadership; Project planning/management; Negotiations; Strategy/Program development, Budget development and implementation.

*Interpersonal Skills* - Ability to:

- Respond to inquiries from customers, executives, and media in a variety of situations;
- Write a vast variety of communications deliverables;
- Interact with external audiences and media inquiries;
- Communicate effectively in one-on-one, small group, and large group situations.

**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: 5 minutes

Date Requested – 1<sup>st</sup> Choice: **March 3, 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*): **Interviews/Appointments to the Water Advisory Committee – 3 three-year terms ending January 31, 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 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**

2/16/2016



Susan Staehle  
44 Alyssa Court  
Charles Town, WV 25414

Ms. Jessica Carroll  
124 E Washington St  
P.O. Box 250  
Charles Town, WV 25414

**Subject: Renew Water Advisory Committee Membership**

Dear Ms. Carroll

I have been a member of the Water Advisory Committee (herein "committee") since January 30, 2013 and I would like to continue serving on this committee for another term. I am in the process of developing a website and would like to insure it is up and running as well as take the lead to maintain the site during a renewed term. I also appreciate the commadore and the people I met as a result of this volunteer opportunity. I was fairly new to Jefferson County when I first joined the committee and this ended up being a good way for me to learn more about the area and community.

Regarding my background, I have two science degrees and 17 years' experience in environmental compliance and management in Department of Defense and federal and local government agencies; with specific expertise establishing and implementing programs to comply with Clean Water Act, Endangered Species Act, National Environmental Policy Act, Marine Mammal Protection Act and several other environmental laws and regulations.

Please let me know if you need additional information or if you have any questions. I can be reached at home at 571-239-1030 or work at 301-427-8059 or by email at [sjstaehle@gmail.com](mailto:sjstaehle@gmail.com) or [susan.staehle@noaa.gov](mailto:susan.staehle@noaa.gov).

Very Respectfully,

Susan Staehle

Cc: Mary Thekla Sell

Jefferson County Commission  
Application for Boards, Committees or Commissions

Please type or print information

Name: Susan Staehle

Home Telephone Number: 571.239.1030

Work Address: 1315 East West Hwy, Silver Spring MD

Work Phone Number: 301.427.8059

20910

Mobile Phone Number: Same as home

E-mail Address: sstaehle@gmail.com

Party Affiliation: (Building Commission and Health Department applicants)

N/A

Occupation: GOV Contractor

Education: High School \_\_\_\_\_

College A.S. + B.S.

Trade/Business School N/A

Are you a United States citizen?

Yes

No

Are you a West Virginia resident?

Yes

No

Are you a resident of Jefferson County?

Yes

No

Are you able to produce verification of residency?

Yes

No

(Proof of paying personal property tax, voter registration, etc.)

Address:

44 Alysia Ct.  
Charles Town WV 25414

Magisterial District: \_\_\_\_\_

List Qualifications for this Position and/or include a resume and cover letter that expresses your interest in serving:

Environmental Compliance Specialist  
with specific expertise in CWA

Organization Memberships and Positions Held:

Water Advisory Committee 30 Jan 13  
- 31 Jan 16

Have you even been convicted of any felonies? If yes, please list.

Date:	Offense:

Statement: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

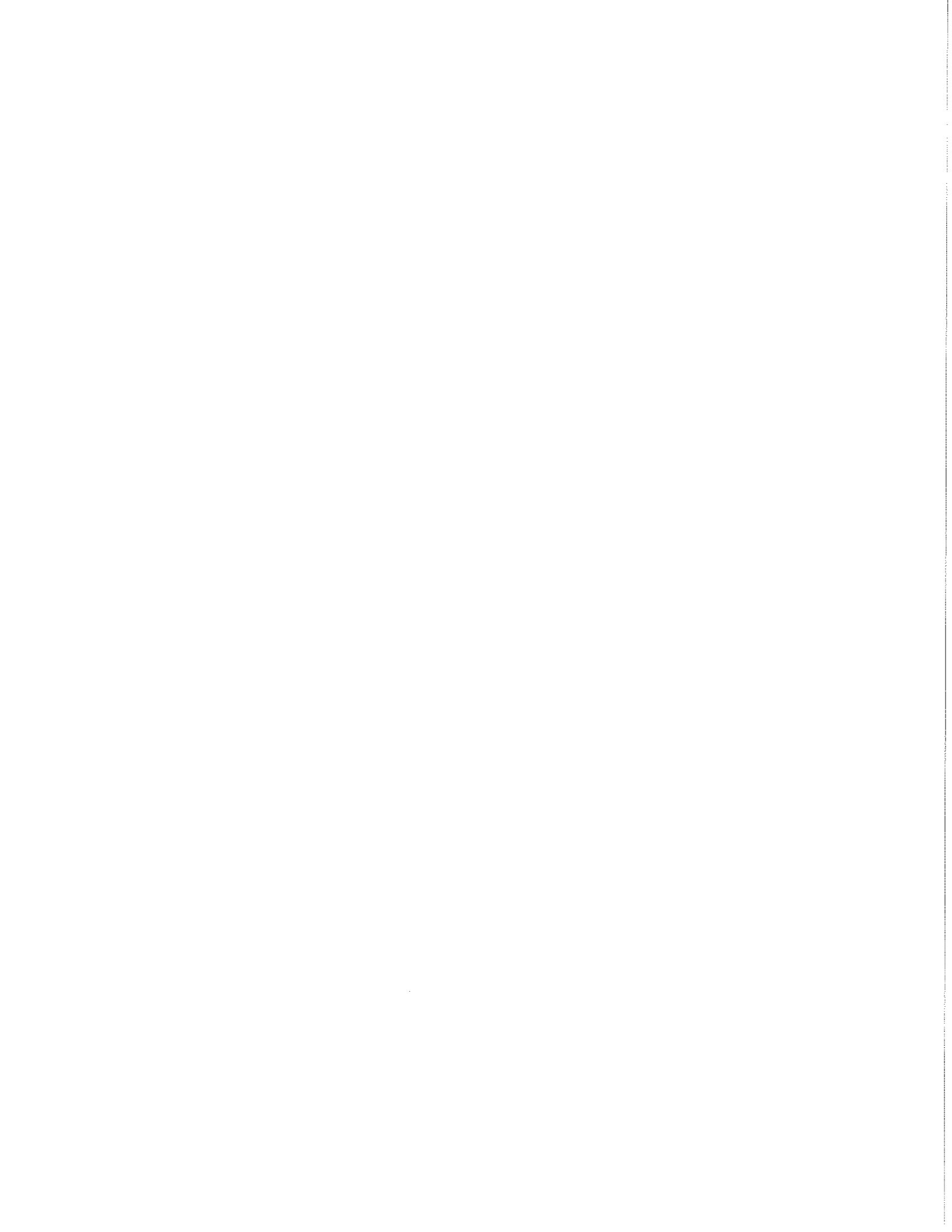
I hereby certify that the facts set forth in the above are true and complete to the best of my knowledge and authorize the Jefferson County Commission to verify their accuracy and to obtain reference information. I hereby release Jefferson County Commission from any/all liability of whatever kind and nature which, at any time, could result from obtaining and having an appointment decision based on such information.

I understand that falsified statements of any kind or omissions of facts called for on this application shall be considered sufficient basis for removal.

I understand that I will fully adhere to the policies, rules and regulations of this appointment, including reading, adhering and signing the County's Ethics Statement and adhering to Robert's Rules as provided in a packet to me when obtaining my Oath of Office or on the County's website. I understand I may also attend a free annual Board Training and Ethics Training meeting established by the Jefferson County Commission.

Signature: Swan Staehle Date: 16 Feb 16

*This application is good for and will be retained for two (2) years in accordance with the Administrative Policies and Procedures Policy. In order to be considered for appointment, a new application must be submitted.*



AGENDA REQUEST FORM

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

**NAME:** Lynn Fields

**DEPARTMENT OR ORGANIZATION:** Probate Office

**ESTIMATION OF TIME NEEDED FOR APPT.:** 10 – 15 minutes

**DATE REQUESTED: 1<sup>ST</sup> CHOICE** March 3<sup>rd</sup>, 2016

**IF A SPECIFIC DATE IS NEEDED, PLEASE PROVIDE REASON FOR SPECIFIC DATE:**

**SUBJECT:** Approval to Probate In Solemn Form

**PLEASE PROVIDE THE CO. COMM. WITH A DESCRIPTION OF YOUR REQUEST OR PRESENTATION, INCLUDING ANY BACKGROUND INFORMATION:**

The original Last Will and Testament of Glenn C. Dindinger cannot be located, and a copy has been presented to the probate office. The executrix of the estate, Carol A. Dindinger, by counsel, James Kratovil, requests that the county commission approve the copy of the will for probate in solemn form.

**RECOMMENDED MOTION:** The probate office defers to the recommendation of the county commission and counsel.

**ARE DOCUMENTS ATTACHED:** Yes

**IS A PROJECTOR NEEDED?:** NO

[lfields@jeffersoncountywv.org](mailto:lfields@jeffersoncountywv.org) (304) 728-3210


**LAST WILL AND TESTAMENT**  
**OF**  
**GLENN C. DINDINGER**

I, **GLENN C. DINDINGER**, currently a resident of Talbot County, State of Maryland, declare this to be my Last Will and Testament, hereby revoking all of my previous Wills and Codicils.

FIRST: I appoint my wife, **CAROL A. DINDINGER**, who shall hereinafter be referred to as my "Spouse", to serve as Personal Representative of my estate. In the event that my Spouse predeceases me, dies during the administration of my estate, fails to qualify, resigns, or for any other reason is unable or unwilling to serve as my Personal Representative, then I appoint my step-daughter, **NICCOLE M. ROLLS**, and my daughter, **JENNIFER M. DINDINGER**, to serve together as my Personal Representative in my Spouse's place and stead.

SECOND: I give, devise and bequeath all of my articles of tangible personal property unto my Spouse, if my Spouse survives me by thirty (30) days. If my Spouse does not survive me by thirty (30) days, then my tangible personal property shall be distributed in shares as nearly equal as practical among those of my children, **JENNIFER M. DINDINGER** and **MATTHEW J. DINDINGER**, and my step-children, **NICCOLE M. ROLLS**, **EDWARD M. SHELLEY** and **SUZANNE C. SMETZER**, who survive me by thirty (30) days, to be divided among them as they unanimously agree, or in the absence of unanimous agreement, by alternate selection in order of birth. If I leave any memorandum relating to the disposition of my tangible personal property, I request that my children and step-children respect the wishes I have expressed therein.

My Personal Representative is authorized to sell such undistributed items of my tangible personal property as my Personal Representative deems appropriate, in such manner and upon such terms as my Personal Representative deems proper, and the proceeds of such sales shall

  
\_\_\_\_\_  
Initial

sales shall become part of the residue of my estate. My Personal Representative is authorized to destroy or give away any articles of my tangible personal property that my Personal Representative shall deem unsuitable for sale or distribution or that have little or no value.

I direct my Personal Representative to pay the cost of packing and delivering my tangible personal property as an expense of administering my estate.

THIRD: If my Spouse survives me by thirty (30) days, then I give, devise and bequeath unto my Spouse all of the rest of my property, real and personal, whatsoever kind and wheresoever situate. If my Spouse does not survive me by thirty (30) days, then the rest of my property, real and personal, whatsoever kind and wheresoever situate, shall be distributed in equal shares among those of my children, **JENNIFER M. DINDINGER** and **MATTHEW J. DINDINGER**, and my step-children, **NICCOLE M. ROLLS**, **EDWARD M. SHELLEY** and **SUZANNE C. SMETZER**, who survive me by thirty (30) days; provided, however, that the share of a child or step-child of mine who fails to survive me by thirty (30) days shall be distributed, per stirpes, unto those of such child's or step-child's descendants who survive me by thirty (30) days.

FOURTH: I direct my Personal Representative to pay from my residuary estate:

- A. All of my legally enforceable debts.
- B. All of the costs of administering my estate including such sums for my funeral and burial and for the erection of a suitable marker at my grave as my Personal Representative, in my Personal Representative's discretion, deems appropriate, without the necessity of obtaining a court order approving the payments.
- C. All estate, inheritance and other taxes payable on property includable in my estate for federal estate tax purposes or because of my death (including any interest and penalties on such taxes and including, in the discretion of my Personal Representative, any such taxes which may be prepaid), without apportionment among the persons who receive such property on which such taxes are imposed.

  
\_\_\_\_\_  
Initial

FIFTH: I authorize my Personal Representative to exercise, in his or her discretion, the following powers, without the approval of any court, until the distribution of all property held by my estate has been completed:

A. To sell, exchange or lease any property, publicly or privately, for such consideration and upon such terms as my Personal Representative deems advisable.

B. To invest in or retain any property, real or personal, regardless of its character and of its effect on the diversification of the property held by my estate.

C. To borrow money from any lender and for such purpose to mortgage or pledge any property held by my estate regardless of duration of the obligation.

D. To compromise any claims upon such terms as my Personal Representative deems advisable.

E. To hold property in the name of a nominee or in such form as to pass title by delivery.

F. To exercise any tax elections as my Personal Representative deems advisable without being required to adjust interests affected by such elections.

G. To employ accountants, attorneys, investment advisors and other agents and to treat the compensation of such agents as an administration expense.

H. To distribute property in cash or in kind, or partly in both, or in undivided interests; to value property for the purpose of distribution; and, to allocate specific properties disproportionately to any distribution.

I. To make a loan to one or more beneficiaries at the Applicable Federal Rate of interest provided such loan is reasonably secured.

J. To distribute property otherwise distributable to a person who has not then reached the age of twenty-one (21) years to a custodian selected by my fiduciary to act for such person under the Maryland Uniform Transfers to Minors Act, or similar law, until such person reaches the age of twenty-one (21) years.

K. To exercise any other powers not specifically conferred by law or authorized herein which my Personal Representative deems advisable for proper and advantageous management, investment and distribution of the property held by my estate.

  
\_\_\_\_\_  
Initial

SIXTH: My Personal Representative shall serve without bond and shall be responsible for loss resulting from his or her own willful default or gross negligence, but not for loss resulting from actions taken in good faith.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my seal, this 12<sup>th</sup> day of May, 2008.

Glenn C. Dindinger (SEAL)  
Glenn C. Dindinger

SIGNED, SEALED, PUBLISHED AND DECLARED by the above-named Testator, GLENN C. DINDINGER, as and for his Last Will and Testament, in the presence of us, who at his request, in his presence and in the presence of each other, have hereunto subscribed our names as witnesses.

Sandra I. Levitan residing at Easton, MD  
Sandra I. Levitan  
Printed Name

George A. Baker residing at Easton, Md.  
GEORGE A. BAKER JR.  
Printed Name

GLD  
Initial

VERIFY PRESENCE OF WATERMARK HOLD TO LIGHT TO VIEW

0625737 COMMONWEALTH OF VIRGINIA DEPARTMENT OF HEALTH - DIVISION OF VITAL RECORDS

COMMONWEALTH OF VIRGINIA - CERTIFICATE OF DEATH DEPARTMENT OF HEALTH - DIVISION OF VITAL RECORDS - RICHMOND

REGISTRATION AREA NUMBER 129 CERTIFICATE NUMBER 4098 MEDICAL EXAMINER'S CERTIFICATE STATE FILE NUMBER
1. FULL NAME OF DECEDENT (first) (middle) (last) (suffix) Glenn C. Dindinger
2. SEX [X] MALE [ ] FEMALE NOT DETERMINED [ ] DATE OF DEATH Dec. 18, 2015
3. DATE OF BIRTH May 7, 1948 5. AGE 67
6. WAS DECEDENT EVER IN U.S. ARMED FORCES? [X] YES [ ] NO
7. BIRTHPLACE California 8. SOCIAL SECURITY NUMBER 552-78-8557
9. STREET ADDRESS 20 Riverside Drive 10. CITY OR TOWN OF RESIDENCE Harpers Ferry
11. COUNTY OF DECEDENT'S RESIDENCE Jefferson 12. U.S. STATE (OR FOREIGN COUNTRY) OF DECEDENT'S RESIDENCE West Virginia 13. ZIP CODE 25425
13. RACE OF DECEDENT [X] WHITE
14. DECEDENT OF HISPANIC ORIGIN [X] NON-HISPANIC
15. EDUCATION [X] YEARS OF COLLEGE 2
16. CITIZEN OF WHAT COUNTRY U.S.A. 17. USUAL OR LAST OCCUPATION Technical Editor 18. KIND OF BUSINESS OR INDUSTRY Military Training
19. MARITAL STATUS [X] NEVER MARRIED
20. IF MARRIED, SEPARATED OR WIDOWED, NAME OF SPOUSE Carol Englert Dindinger
21. NAME OF DECEDENT'S FATHER Keith Dindinger 22. MOTHER'S FULL MAIDEN NAME Susie Ruth Carter
23. INFORMANT'S RELATIONSHIP Wife 24. FULL NAME OF INFORMANT Carol Dindinger
25. NAME OF HOSPITAL OR INSTITUTION OF DEATH INOVA Fairfax Hospital
26. SPECIFY IF DEATH OCCURRED SOMEWHERE OTHER THAN A HOSPITAL
27. CITY OR TOWN OF DEATH Falls Church 28. STREET ADDRESS OR RT. NO. OF PLACE OF DEATH 3300 Gallows Road 29. ZIP CODE 22042 30. COUNTY OF DEATH Fairfax
29. METHOD OF DISPOSITION [X] BURIAL
30. PLACE OF DISPOSITION - NAME OF CEMETERY OR CREMATORY St. Peters Cemetery
31. PLACE OF DISPOSITION - STREET ADDRESS OF CEMETERY OR CREMATORY US 340 31a. CITY/COUNTY Harpers Ferry 31b. STATE WV 31c. ZIP CODE 25425 31d. COUNTRY U.S.A.
32. SIGNATURE OF FUNERAL DIRECTOR/DIRECTOR, VSAP OR NEXT OF KIN Dennis Pittman 32a. DIRECTOR/LICENSEE'S NO. 0502 900 587 32b. NAME OF FUNERAL HOME OR FACILITY Eackles-Spencer & Norton
32c. STREET ADDRESS OF FUNERAL HOME / FACILITY 256 Halltown Rd., Harpers Ferry, WV 25425
34. TIME OF DEATH 9:40 A.M. [X] ACTUAL
35. PART I. Enter the diseases, injuries, or complication that caused the death. Blunt force trauma to torso
36. WAS THE MEDICAL EXAMINER CONTACTED? [X] YES
37. IF FEMALE: [ ] PREGNANT AT TIME OF DEATH
39. IF EXTERNAL, TO WHAT EXTENT IT CONTRIBUTED TO CAUSE OF DEATH? PRIMARY [X] CONTRIBUTING [ ]
40. MANNER OF DEATH NATURAL [ ] ACCIDENT [X] SUICIDE [ ] HOMICIDE [ ] UNDETERMINED [ ] PENDING [ ]
41. DATE OF INJURY 12-18-17 42. TIME OF INJURY 43. INJURY AT WORK? [ ] YES [X] NO [ ] UNKNOWN
44. PLACE OF INJURY Street
45. LOCATION OF INJURY - STREET ADDRESS Rte 9 & Cartail Run Rd 45a. CITY / COUNTRY Charlottesville VA 45b. STATE VA 45c. ZIP CODE 22514 45d. COUNTRY U.S.A.
46. IF TRANSPORTATION INJURY, SPECIFY [X] DRIVER/OPERATOR [ ] PASSENGER [ ] PEDESTRIAN [ ] OTHER
47. DESCRIBE HOW INJURY RELATING TO DEATH OCCURRED Vehicle was T-boned
48. SIGNATURE OF MEDICAL EXAMINER Kathy Katusha MD 48a. NAME OF MEDICAL EXAMINER Kathy Katusha MD 48b. DATE SIGNED 12-21-15
49. OFFICE STREET ADDRESS 53 Kennedy St 49a. CITY Alexandria 49b. STATE VA 49c. ZIP CODE 22305
50. FULL NAME OF REGISTRAR Judith Cobb 50a. DATE RECORD FILED 12/22/15
51. RESERVED FOR REGISTRAR'S USE



This is to certify that this is a true and correct reproduction or abstract of the official record filed with the Virginia Department of Health, Richmond, Virginia

DATE ISSUED DEC 22 2015

Janet M. Rainey Janet M. Rainey, State Registrar

Do not accept unless on security paper with the seal of Virginia Department of Health, Vital Statistics in the lower left hand corner. Section 32.1-272, Code of Virginia, as amended. VS 15C

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: **March 3, 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*): **Interviews/Appointment to the NEREMS, Inc. Board for one unexpired term ending October 31, 2016.**

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, March 3, 2016, or as soon thereafter as the Commission may decide:

**North Eastern Regional EMS, Inc. - one unexpired term ending October 31, 2016.**

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 on 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:**

**February 10 & 17**

**THANKS - JEFFERSON COUNTY COMMISSION**



## JEFFERSON COUNTY EMERGENCY SERVICES AGENCY

419 Sixteenth Avenue  
Ranson, WV 25438  
E-mail – [jcesa@jcesa.org](mailto:jcesa@jcesa.org)  
Telephone – 304-728-3287  
Fax – 304-728-6221

February 18, 2016

Commissioners,

I am interested in being appointed to fill the vacancy on the North Eastern Regional EMS Inc Committee. Having been the Deputy Director at JCESA for four years and assisting on several state committees and task forces enabled me to gain a better understanding of EMS operations at both the local and state level. With my background and education in EMS feel I would be an asset to this committee and look forward to the challenges this position may bring.

Thank you for considering me for this position and look forward to representing Jefferson County in this position.

A handwritten signature in black ink that reads "Edward Hannon".

Edward Hannon

**Edward M. Hannon**  
199 Brannon Lane  
Charles Town, W.V. 25414  
Home (304) 728-0191

## **Objective**

To be selected to represent Jefferson County on the North Eastern Regional EMS, Inc committee.

## **Education**

- 1989            NREMT-P; Northern Virginia Community College  
Annandale, VA Campus
- 1987            EMT-C; Northern Virginia Community College  
Annandale, VA Campus
- 1986            Associate in Arts degree in Fire Science  
Montgomery College, Rockville, Md.
- 1983            Arlington County Fire Department Recruit School.

## **Certifications**

NREMT-P	NIMS 100 -800
BTLS	Incident Safety Officer
ACLS	Fire Officer I, II
BLS Instructor	Instructor I
PALS	Confined Space
PEEP	Rope I

## **Fire Service Experience**

2011-Present            Jefferson County Emergency Services Agency; Deputy Director

1983-2011             Arlington County Fire Department. Lead Paramedic 1990; Captain 1996; Captain II 2006, Acting Battalion Chief 2006.

2006-2007             Developed and implemented a Quality Assurance/Quality Improvement Program for Jefferson County Ambulance Authority.

2000-2006             Part-time Paramedic Jefferson County Ambulance Authority.

1978-1983             Hillandale Fire Department. Volunteer and casual employee.

## **Awards**

2009                    Unit Citation and Life Saving Award

2006                    Jefferson County EMS Provider of the Year

2005                    Unit Citation Truck 105

1994-96                Received Superior Performance Appraisals

1995                    Arlington County Paramedic of the Year

1984                    Arlington County Valor Award

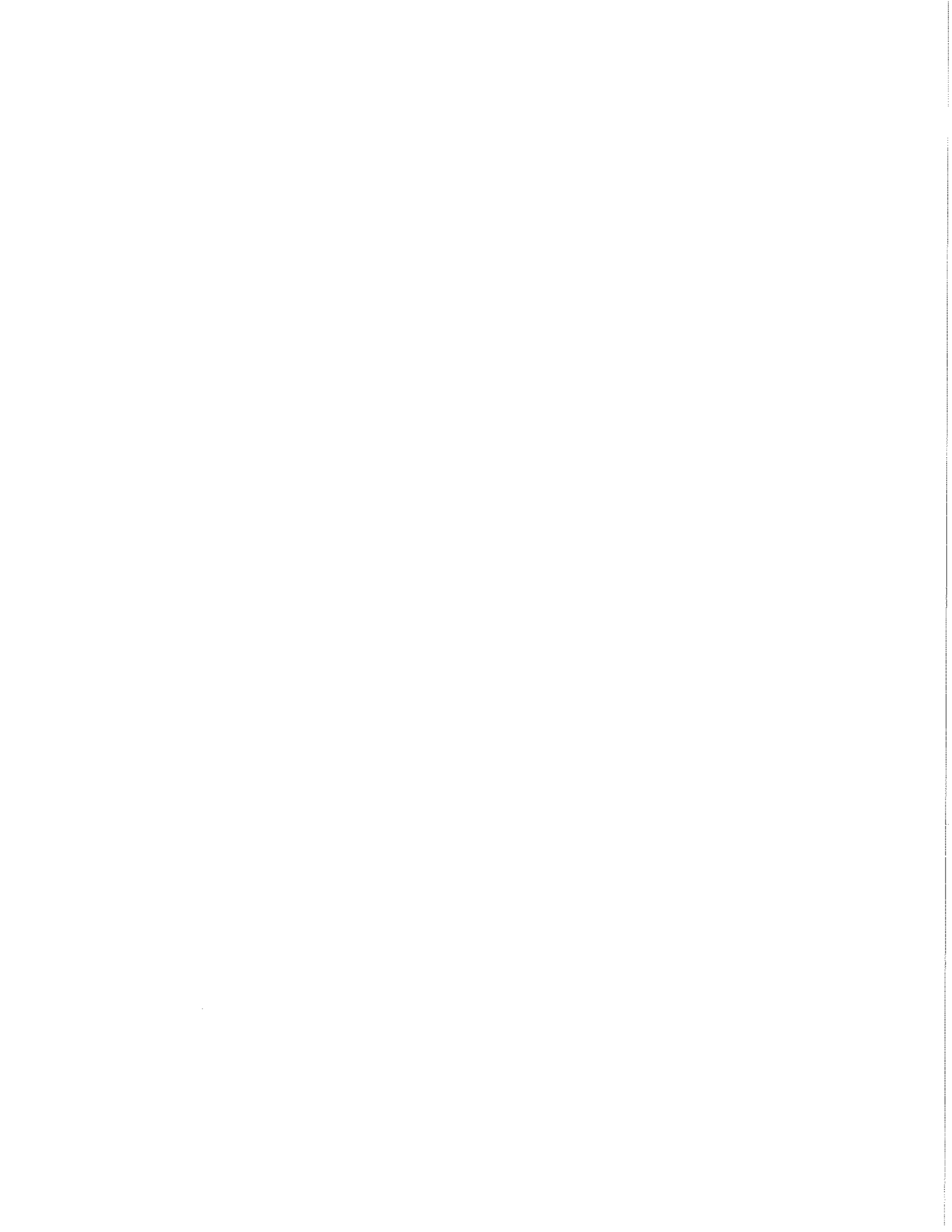
**Interests:**        Coaching soccer, farming, running.

## EXTRACURRICULAR FIRE SERVICE

- 1978            Cadet Member – Hillandale Volunteer Fire  
Department
- 1982            Assisted in renovation of Hillandale Fire House
- 1983-84        Washington Hospital Center Bike-A-Thon  
participant.
- 1986-88        Board of Trustees – Hillandale Volunteer Fire  
Department
- 1987            Chairman Membership Committee – Hillandale Volunteer  
Fire Department
- 1989            Arlington – Alexandria Special Olympics Organizer
- 1990            12 Years of Service Award – Hillandale Volunteer  
Fire Department
- 1994            Member – Citizens Volunteer Fire Department
- 1994-95        Assisted in organizing EMS coverage for LalaPalooza in  
Charles Town, WV
- 1996-2005     Researched designed and implemented the Fire Prevention  
Program for the Jefferson County, WV school system.
- 1996-2005     Taught CPR and First Aid to fire department members and  
community groups
- 2006            Created, coordinated instituted alcohol awareness prom  
safety demonstrations.
- 2005-2006     Safety Officer for Citizens Fire Company in Jefferson  
County, WV

## **EDUCATIONAL ACHIEVEMENTS**

1979-83	Fire Fighter I, II, III, Truck Company Operations
1983	Emergency Medical Technician - Ambulance
1983	Arlington County Recruit School #31
1985	Scott Repair Technician
1986	Emergency Medical Technician - Cardiac
1986	Associate in Arts Degree in Fire Science
1989	Paramedic Certification and CPR Instructor
1990	Basic Trauma Life Support Course
1991	PPCT Defensive Tactics System Instructor
1991	Confined Space Rescue
1993	Fire Fighter I, II, III
1994	Hazardous Materials Emergencies Awareness
1994	PALS Certification
1994	ACLS Certification: Instructor Potential
1995	Operation Kids, Leadership I and II
1996	Leadership III; Strategies for Supervisory Success
1996	PALS Certification Instructor Potential
2005	N.F.A. Strategy & Tactics for Initial Company



**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: **March 3, 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*): **Interviews/Appointment to the Property Safety Enforcement Agency – two 2-year Citizen Representative terms and one 1.5 year term (Fire Chief)**

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

## **NOTICE OF INTENT TO APPOINT**

The Jefferson County Commission proposes to name persons to serve on the following Authorities, Boards, Commissions, or Committees on Thursday, March 3, 2016 or as soon thereafter as the Commission may decide:

**Jefferson County Property Safety Enforcement Agency: Two 2-year citizen representative terms ending February 8, 2018.**

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 scheduled appointment.

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

**SPIRIT OF JEFFERSON:**

**PLEASE ADVERTISE ON:**

**February 10 and 17**

**THANKS - JEFFERSON COUNTY COMMISSION**

**MEMORANDUM**

Jefferson County, West Virginia  
Engineering Department

TO: Stephanie Grove, County Administrator

FROM: Roger Goodwin, P.E. *RWG*  
Chief County Engineer

DATE: February 3, 2016

SUBJECT: Property Safety Enforcement Agency Board

The following Property Safety Enforcement Agency Board member's terms have expired:

Dan Fritsch, Citizens Fire Chief	Term expired 12/31/2015 (serves 1.5 year term)
Richard Myers (citizen volunteer)	Term expires 02/08/2016 (serves 2 year term)
Melinda Keuroglan (citizen volunteer)	Term expires 02/08/2017; however she moved to Berkeley County and is no longer eligible to serve. (serves 2 year term)

Chief Dan Fritsch and Richard Myers both agree to serve another term on the board, and I recommend that they be reappointed to the board by the County Commission at the earliest possible meeting date.

Please let me know if I need to provide any other information for this request.

## Jessica Carroll

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**From:** Daniel Fritsch [daniel.fritsch@citizensfirecompany.com]  
**Sent:** Friday, February 12, 2016 8:36 PM  
**To:** jcarroll@jeffersoncountywv.org  
**Subject:** Property Safety Enforcement Agency Appointment

Jessica,

I received your memo requesting that I remain serving on the Property Safety Enforcement Agency until another appointment can be made. I will continue serving as requested and would in fact be interested in serving another term.

Respectfully,

Daniel S. Fritsch  
Fire Chief  
Citizens Fire Company  
Charles Town, WV  
(304) 725-2814-station

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



Name: Roger Goodwin

Department or Organization: Engineering

Estimation of amount of time needed for appointment: 5 minutes

Date Requested – 1<sup>st</sup> Choice: March 3, 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*): Partial Construction Bond Release for Middleway Dollar General

Please provide the County Commission with a description of your request or presentation, including any background information: Partial release of construction bond security for Cross Development, LLC/CD DG Middleway, LLC – Middleway Dollar General (File #S15-04) – Cash in Escrow with the Bank of Charles Town, Charles Town, WV.

Is this a funding request? Y/NO  
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*): I authorize a partial release of \$221,850.00 from the construction bond amount for Cross Development, LLC/CD DG Middleway, LLC – Middleway Dollar General (File #S15-04).

Attach supporting documents for request, or request may be denied:  
Construction Bond Release Letter  
Bond Release Request Report  
Site Map

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

Contact information:

Email address: [engineering@jeffersoncountywv.org](mailto:engineering@jeffersoncountywv.org) Phone Number: 304-728-3257

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS

Click here to enter text.



## 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)

**PRESIDENT**

*Patricia A. Noland*

March 3, 2016

**VICE PRESIDENT**

*Walt Pellish*

Mr. Steven Shaffer, Assistant Vice President  
Bank of Charles Town

**COMMISSIONER**

*Eric Bell*

P. O. Box 906  
Charles Town, West Virginia 25414

**COMMISSIONER**

*Dale Manuel*

RE: Cash in Escrow dated November 4, 2015 Construction Bond Surety for Cross  
Development, LLC/CD DG Middleway, LLC – Middleway Dollar General - File  
#S15-04.

**COMMISSIONER**

*Jane Tabb*

Dear Mr. Shaffer:

The Jefferson County Commission authorizes a partial release of \$221,850.00 from the construction bond amount for Cross Development, LLC/CD DG Middleway, LLC – Middleway Dollar General (File #S15-04), for a new construction bond amount of \$128,344.00. This project is located at 4735 Middleway Pike at the intersection of Route 1-Leetown Road. Work remaining includes but is not limited to the following:

1. Final Grading
2. Final Paving
3. Seeding & mulching
4. Landscaping
5. Bond contingency amount

In summary, you are hereby authorized to reduce the amount of the above referenced Cash in Escrow, originally issued in the amount of \$350,194 to \$128,344.00. Please contact the Jefferson County Department of Engineering at (304)-728-3257 if you have any questions.

Sincerely,

Patricia Noland, President  
Jefferson County Commission

PN:rfb

cc: Mr. Joe Knechtel, P.E.  
Potesta Engineers & Environmental Consultants  
15 South Braddock Street  
Winchester, VA 22601  
Department of Engineering

County Administrator  
*Stephanie Grove*

Deputy County Administrator  
*Sandy Slusher McDonald*

**BOND REDUCTION or RELEASE REQUEST - REPORT**

Date Received: 02 / 19 / 2016

J.C.P.C. File No. S15 - 04

Consultant/Engineer/Firm Name: POTESTA

Mailing Address: 15 S. BRADDOCK ST.

City: WINCHESTER State: VA Zip: 22601

Contact Person: JOE KNECHTEL Phone: 540-450-0180

Project/Subdivision Name: DOLLAR GENERAL (MIDDLEWAY) SITE PLAN

Section/Phase: \_\_\_\_\_ Lots: \_\_\_\_\_

Review Comments:

The bond release (reduction) is Approved as Submitted. \_\_\_\_\_ The bond release/reduction request is Denied.

\_\_\_\_\_ Add items/revise as shown per our comments on your attached bond release/reduction form & resubmit reduction/release request to our office for review and approval.

\_\_\_\_\_ Some site work has progressed beyond the required "milestone" site inspections that are to be performed by our office. As a result, you will need to schedule the inspections with our Land Development Inspector, and/or provide the certifications noted on the attached "Third-Party Certifications" checklist. Please collect all the required third-party certifications and submit them all at one time along with a copy of this report and the checklist.

\_\_\_\_\_ Bonding Policy & Unit Cost Figures attached for your use.

Comments: WORK APPEARS TO BE COMPLETE, FOR THAT REQUESTED

RECOMMEND REDUCTION OF BOND

**Approved for:**  
BOND REDUCTION  
By: [Signature] Date: 02/29/16  
**County Engineer**

Original Bond Amt. \$ 304,516.20 + 15% Cont. \$ 45,677.92 = Total Original Bond Amt. \$ 350,194.12

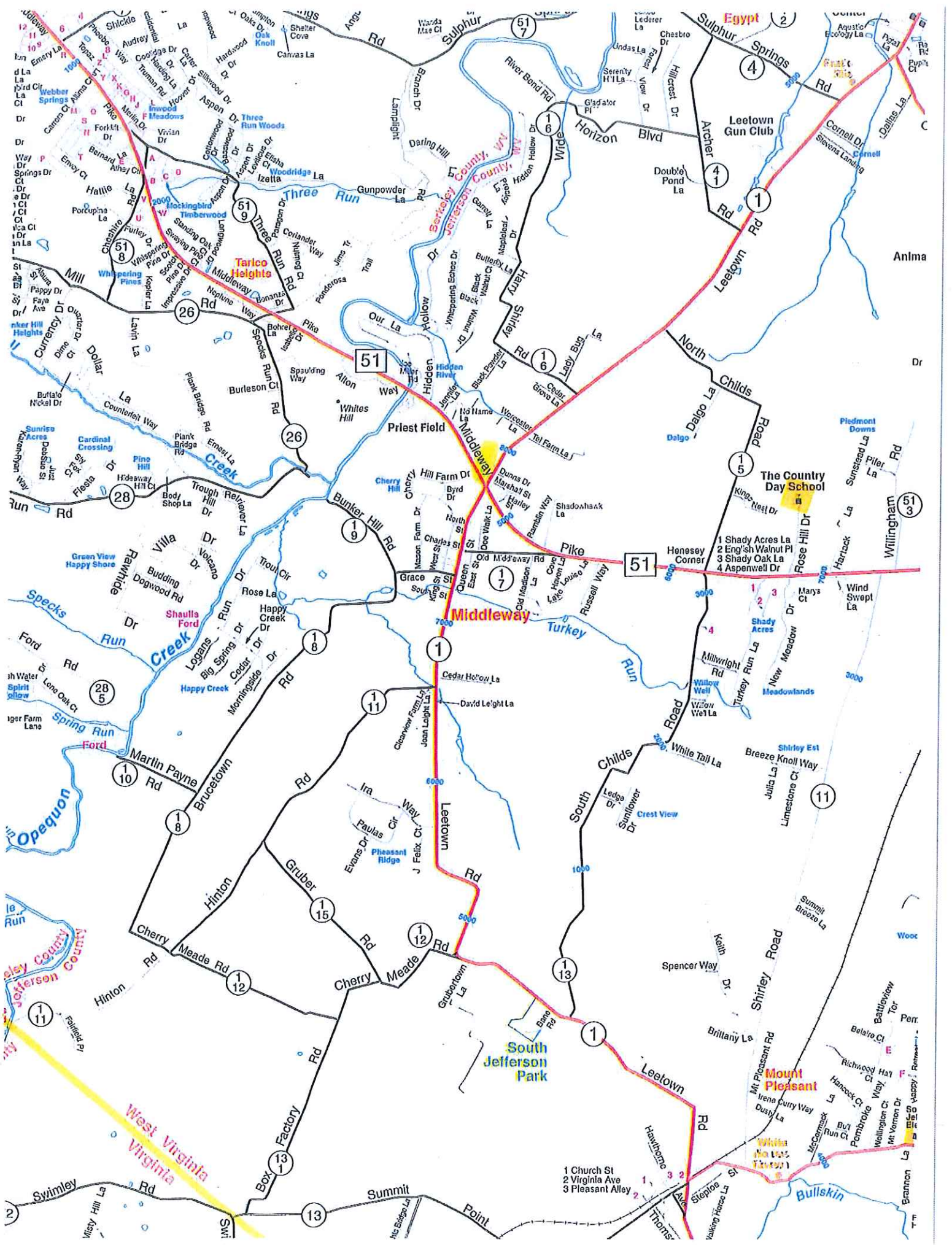
Total Current Bond Amount \$ 350,194.00

Cost of Work Remaining \$ 111,603.00 + Contingency Amount \$ 16,741.00

= Approved for Revised Bond Amount \$ 128,344.00

Reviewed By: JOSEPH W. KENT [Signature] Title: L.D.I.

Signature: [Signature] Date: 02 / 24 / 2016



Anima

Willingham

Wool

Brannon

Egypt

Springs

Leetown

Leetown Gun Club

Horizon Blvd

Archer Rd

Leetown Rd

North

Childs Road

Daigo La

King Nest Dr

Shady Acres La

English Walnut Pl

Shady Oak La

Aspenwell Dr

Rose Hill Dr

Marys Ct

Now Meadow

Shirley Est

Breeze Knoll Way

Julia La

Limestone Ct

Summit Breeze La

Keith Dr

Spencer Way

Britany La

Mt Pleasant Rd

Irena Curry Way

Dusty La

McCormick

Richard Ct

Hancock Ct

Pombarok

Wellingon Ct

Mt Vernon Dr

But Run Ct

Wallington Ct

Waking Horse La

1 Church St  
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3 Pleasant Alley

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



Name: Barbara J. Miller, Director.

Department or Organization: Jefferson County Homeland Security and Emergency Management

Estimation of amount of time needed for appointment: 10 minutes

Date Requested – 1<sup>st</sup> Choice: **March 3, 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*):

1. *Contract with J.H. Consulting, LLC to update the Jefferson County Emergency Operations Plan (certain annexes), and the Jefferson County Continuity of Operations Plan (COOP), with the addition of a cyber security annex. The contract also includes a seminar type exercise of the COOP after the plan has been completed.*

Please provide the County Commission with a description of your request or presentation, including any background information: Each year, we update 4-7 annexes within the Jefferson County Emergency Operations Plan and we update the COOP, as appropriate. This year, we will be updating: Annex A: Basic/Direction and Control, Annex F: Public Health, Annex I: Firefighting and Rescue, Annex O: Animals, Annex R: Flood Warning, and Annex T: Training and Exercises. Annex updates will include research, performed by the Contractor, relative to changes in governing regulations, best practices, lessons learned, etc. The COOP will include an update of the county's continuity of operations (COOP)/continuity of government (COG) plan. COOP/COG updates will be comprised of: Review essential functions by department, Review points of contact (and lines of succession/delegation of authority), by department, Compile and include cyber security continuity measures, and Develop and facilitate a COOP/COG tabletop exercise/training seminar.

Is this a funding request? The amount of this contract is within our current budget.

If so, how much? \$8.500

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

I move to approve the contract with J.H. Consulting, LLC in the amount of \$8.500 to update the Jefferson County Emergency Operations Plan and the Jefferson County Government COOP.

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

If not attached, explain:

Attachment:

Contract is attached.

Is equipment needed?            Projector     Click here to enter text.    Internet/Wi Fi     Click here to enter text.    Telephone  
for conference call     Click here to enter text.

Contact information:

Email address: [bmiller@jeffersoncountywv.org](mailto:bmiller@jeffersoncountywv.org). Phone Number: 304-728-3290

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

## CONSULTING AGREEMENT

This Consulting Agreement, effective as of February 24, 2015, is between the Jefferson County Commission, a county board of government with an address of 124 East Washington Street, Charles Town, WV 25414, hereinafter referred to as "Commission", and JH Consulting, LLC, a limited liability company with an address of 29 East Main Street, Suite 1, Buckhannon, WV 26201, hereinafter referred to as "Contractor".

WHEREAS Contractor provides services related to emergency preparedness, including but not limited to assessing vulnerability, operations planning, and exercising;

WHEREAS the Commission desires to obtain from Contractor certain emergency preparedness services, and Contractor desires to provide such services to the Commission, all on the terms and conditions set forth in this Agreement.

The parties agree as follows:

1. **Services to Be Provided.** Subject to the availability of Contractor resources, Contractor will provide services as detailed in the Scope of Work, attached hereto as Exhibit A. It is expressly understood and agreed that for the purposes of this Agreement, the services are undertaken by Contractor in the capacity of an independent contractor. Contractor shall be entitled to give priority to its own business needs in determining the availability of its employees to provide the services.
2. **Term and Termination.** The Agreement shall begin as of the date first stated above and continue until June 10, 2016, unless either party serves written notice thirty (30) days in advance of its intent to cancel the Agreement.
3. **Compensation, Payment, and Expense Reimbursement.** Contractor will provide the Commission with invoices for services upon completion of the Scope of Work. The Commission will pay invoices within 60 days of the date of the invoice. Payments not received in a timely manner will incur interest at the rate of 5% per annum.
4. **Data Ownership and Security.** The Commission shall retain ownership of the data and all work produced by the Contractor and will be transferred upon completion of the contractual obligations and payment of all outstanding invoices.
5. **Client Confidentiality.** The Contractor and all support staff agree to comply with all federal and state laws concerning the confidentiality of information concerning individuals rendering services by the Commission. Such information shall only be used for the purpose of carrying out this Agreement. Disclosure of information for any other purpose is prohibited except upon the written consent of the eligible individual or appropriate order of a court. Information is not considered confidential if it: (i) is generally available to the public at the time of the disclosure; (ii) is already known to Contractor at the time of the disclosure, (iii) has been disclosed to Contractor by a third party under no obligation of confidentiality, or (iv) has been established independently by Contractor.
6. **Contractor Work Product.** The Commission agrees to keep Contractor's work product confidential and will not disseminate Contractor's work product to third parties or cause it to be modified without Contractor's consent.
7. **Liability and Indemnification.** Neither party shall be liable to the other for the death or injury to any employee of the other, or loss of or cause of damage to its property, unless caused solely by its own negligence or willful action. Each party shall indemnify and hold harmless the other for any loss, damage or injury, including reasonable attorneys' fees and expenses, (a) caused by a breach of this Agreement by such party, or (b) suffered by any third party and arising out of such party's performance of this Agreement.

8. **Disclaimer; No Assurance of Success.** Except as otherwise provided herein, Contractor makes no warranties, representations, or assurances of success of any kind or nature, express or implied, relating to the services, including any warranties of merchantability and fitness for a particular purpose. Contractor specifically disclaims any and all warranties or representations concerning the services.
9. **Limitations of Liability.** Contractor shall not be responsible for any third party actions or inactions preventing Contractor from providing services. Furthermore, Contractor shall not be liable to the Commission with respect to services or this Agreement under any contract, negligence, tort, strict liability, or other legal or equitable theory for any amounts representing loss of revenues, loss of profits, loss of business, cost of the procurement of substitute goods or services, loss of anticipated benefits and/or indirect or consequential, special, incidental, contingent, exemplary or punitive damages, even if Contractor was advised, had other reason to know, or in fact knew of the possibility of such damages.
10. **Non-Solicitation.** During the term of this Agreement and for a period of one (1) year after the termination of this Agreement, each party agrees not to seek to persuade any of the other party's employees, consultants, directors, or officers to discontinue their association with the other party or become involved directly or indirectly in any endeavor that might compete with the other party's business.
11. **Amendment of Agreement.** This Agreement is the entire Agreement between the parties and may not be amended at any time except by a written Agreement signed by both parties.
12. **No Third Party Beneficiaries.** This Agreement is not intended to create any third party beneficiary rights in any person not a party to this Agreement, regardless of whether any other person may be named herein.
13. **Assignment.** The Commission may not assign or transfer, by operation of law or otherwise, any of its rights or obligations under this Agreement to any third party without the prior written consent of Contractor, except pursuant to an assignment of its interests to an entity within its control group.
14. **Force Majeure.** The date for performance of either party's obligations hereunder shall be postponed to the extent any event of force majeure delays the performance of the obligations of either party hereunder.
15. **Signatures.** Each person executing this Agreement represents and warrants that he or she has the authority to act for and bind the entity on whose behalf he or she purports to act.
16. **Notice.** Any notice, request, or approval or other document required or permitted to be given under this Agreement shall be in writing unless otherwise provided herein; and shall be deemed to have been sufficiently given if delivered in person, dispatched by U.S. mails, or sent by other electronic means where receipt can be verified, as follows.

If to Contractor, addressed to: Jeffery W. Harvey, Managing Member, JH Consulting, LLC, 29 East Main Street, Suite 1, Buckhannon, WV 26201

If to the Commission, addressed to: President, Jefferson County Commission, P. O. Box 250, Charles Town, WV 25414

Either party may change its address for receipt of notices by delivering a notice thereof pursuant to this Section 16.

17. **Severability.** Should any portion of this Agreement be found unenforceable to operation of statute or by administrative or judicial decision, the operation of the balance of this

Agreement is not affected thereby, provided, however, the absence of the illegal provision does not render the performance of the remainder of the Agreement impossible.

18. **Applicable Law.** This Agreement is to be construed in accordance with the laws of the State of West Virginia.
19. **Entire Agreement.** This Agreement contains the entire agreement between the parties, and supersedes all prior negotiations, understandings, and writings between the parties as to the matters covered herein.
20. **Counterparts.** This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.
21. **Binding Effect.** This Agreement shall be binding upon the legal representatives, heirs, successors, and assigns of the respective parties.
22. **Waiver.** Any waiver by any party of any act, failure to act, or breach on the part of the other party shall not constitute a waiver of such waiving party of any prior or subsequent act, failure to act, or breach by such other party.
23. **Survival.** The terms and provisions of Sections 3 through 10 shall survive the termination of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

**Contractor**

  
\_\_\_\_\_  
Managing Member  
JH Consulting, LLC

2-24-2016

\_\_\_\_\_  
Date

**Commission**

\_\_\_\_\_  
President  
Jefferson County Commission

\_\_\_\_\_  
Date

## EXHIBIT A SCOPE OF WORK

### Tasks

- The following emergency operations plan (EOP) annexes will be reviewed and updated as part of this project:
  - Annex A: Basic/Direction and Control,
  - Annex F: Public Health,
  - Annex I: Firefighting and Rescue,
  - Annex O: Animals,
  - Annex R: Flood Warning, and
  - Annex T: Training and Exercises.
  - Annex updates will include research, performed by the Contractor, relative to changes in governing regulations, best practices, lessons learned, etc.
- The project also includes an update of the county's continuity of operations (COOP)/continuity of government (COG) plan. COOP/COG updates will be comprised of:
  - Review essential functions by department,
  - Review points of contact (and lines of succession/delegation of authority) by department,
  - Compile and include cyber security continuity measures, and
  - Develop and facilitate a COOP/COG tabletop exercise/training seminar.
- The project will include field reconnaissance during which Contractor staff will meet with coordinating and stakeholder agencies for each of the updated annexes. The reconnaissance may be for a period of two days to ensure that adequate time can be devoted to COOP/COG updates as well. Additional virtual and/or teleconferences will be held to ensure that coordinating and stakeholder agencies participate in the annex updates.

### Costs

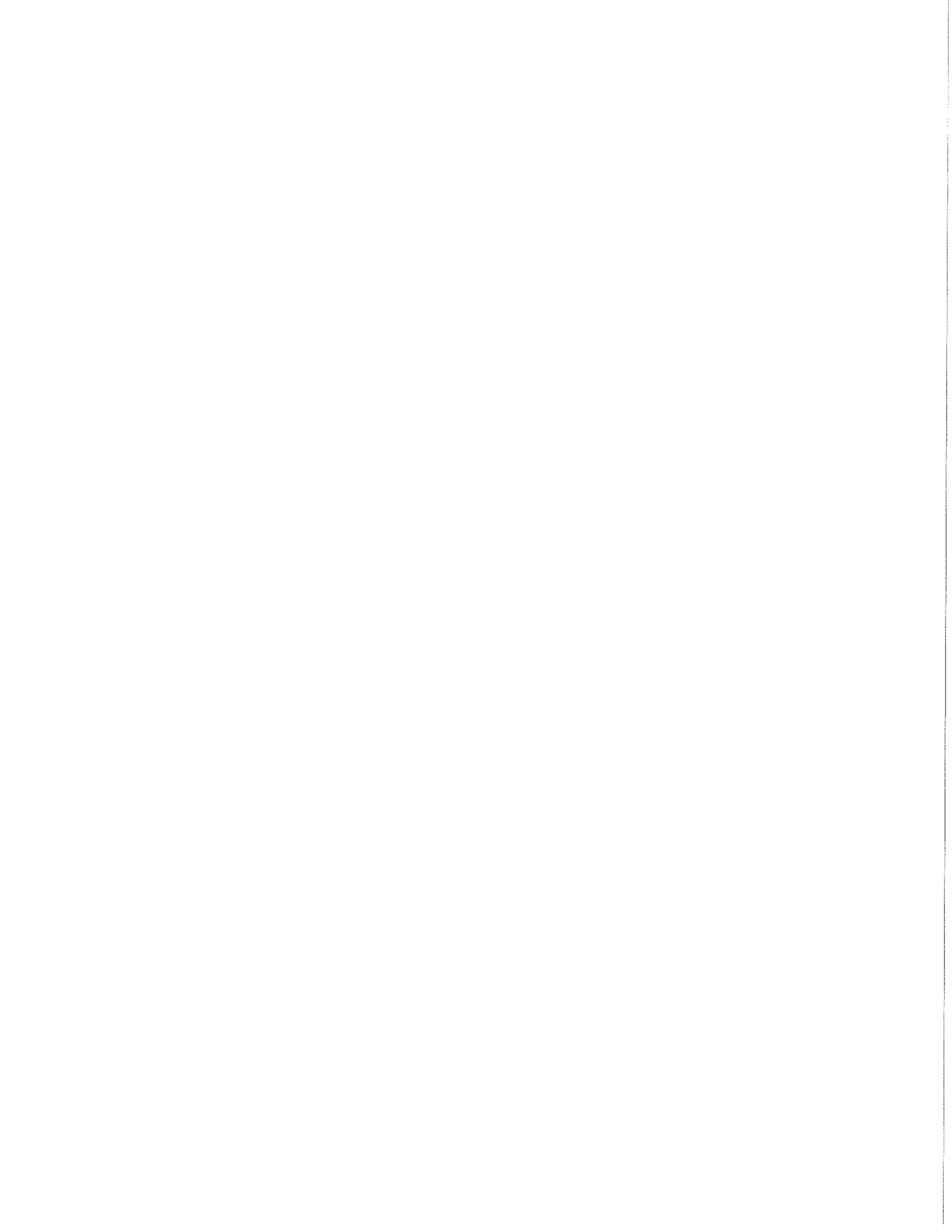
- The Contractor fee for this project will be a lump sum of \$8,500.00.
- This fee includes all hourly and direct costs necessary to complete the project.

### Deliverables

- Ten paper copies of the updated emergency operations plan. Two paper copies of the updated COOP/COG plan.
- Twenty-five (25) distributable electronic copies of the updated emergency operations plan. Twenty (20) distributable electronic copies of the updated COOP/COG plan.
- One master (i.e., editable) copy each of the updated emergency operations plan and updated COOP/COG plan.

### Timelines

- Contractor will provide deliverables to Jefferson County Homeland Security and Emergency Management on or before June 10, 2016.
- Contractor will submit an invoice to Jefferson County Homeland Security and Emergency Management on or before June 10, 2016.



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



Name: **Dale Manuel, Commissioner**

Department or Organization: County Commission

Estimation of amount of time needed for appointment:

Date Requested – 1<sup>st</sup> Choice: **March 3, 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*): Consideration of a resolution opposing several bills that will negatively affect the horse racing industry and our county's economy including but not limited to the decoupling bill HB4702

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.

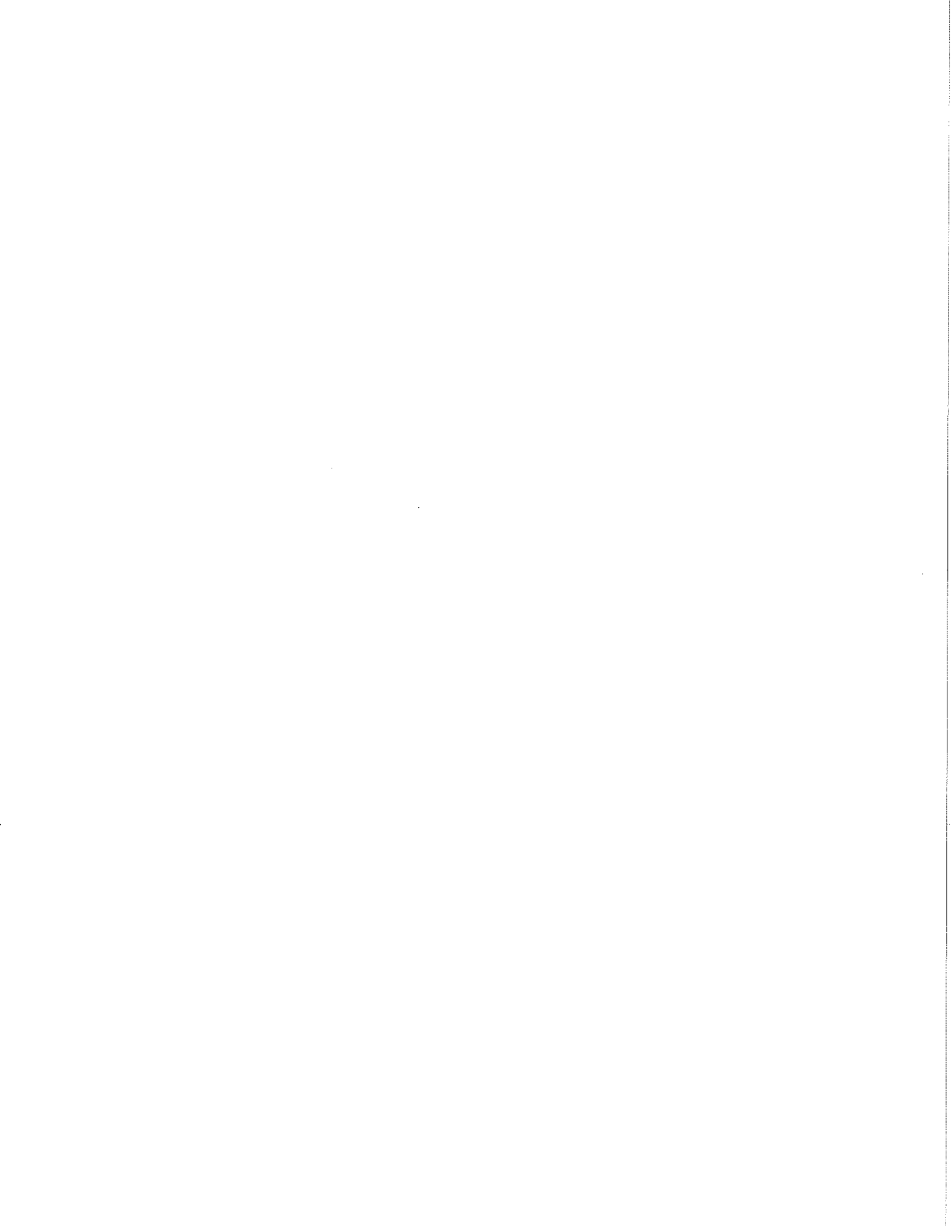
Telephone for conference call Y/N Click here to enter text.

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: Jane Tabb

Department or Organization: County Commission

Estimation of amount of time needed for appointment: \_\_\_\_\_

Date Requested – 1<sup>st</sup> Choice: **March 3, 2016**

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

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

Subject (Wording to be placed on agenda):

**SB 403**

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

**SB 403 would disband the local Extension Service Committee so there would be no local oversight or forum for public comments regarding Jefferson County Extension Service even though the County Commission and the School Board (through the levy) are funding partners.**

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

**Move the County Commission is in opposition to SB403 and submit letter stating opposition to all our legislators.**

If not, explain:

Is a projector needed? Yes                      No

Contact information:

Email address: Vinemont@frontiernet.net

Phone number: 304.725.4325

## Draft letter in opposition to SB403

The Jefferson County Commission is in opposition to SB403 which abolishes the County Extension Service Committee oversight of the employment of county cooperative extension workers (extension agents).

The County Commission and the School Board of Education provide funding which supports the three extension agent positions in Jefferson County. The committee performs a yearly review of each agent's work that is open to the public. Public comment is allowed.

Providing funds without any review of extension agents' job performance leaves all the decisions in the hands of WVU Extension management without local input.

Article 8 is entitled "Cooperative Extension Workers." The operative word is "Cooperative." WVU Extension, Jefferson County Commission and the Jefferson County Board of Education provide multiple funding sources (cooperative). It is imperative that review of agent's performance and work plan reflect the same "cooperative" model.

# **WEST VIRGINIA LEGISLATURE**

## **2016 REGULAR SESSION**

**Introduced**

### **Senate Bill 403**

BY SENATORS LEONHARDT AND WILLIAMS

[Introduced January 27, 2016;

Referred to the Committee on Government Organization.]

1 A BILL to amend and reenact §19-8-1 of the Code of West Virginia, 1931, as amended, relating  
2 to cooperative extension workers.

*Be it enacted by the Legislature of West Virginia:*

1 That §19-8-1 of the Code of West Virginia, 1931, as amended, be amended and reenacted  
2 to read as follows:

**ARTICLE 8. COOPERATIVE EXTENSION WORKERS.**

**§19-8-1. County extension service committee; composition; organization; duties and responsibilities; employment and compensation of extension workers.**

1 The county extension service committee shall be composed of (a) the president of the  
2 county farm bureau, (b) the president of the county extension homemakers council, (c) the  
3 president of the county Four-H leaders' association, (d) a county commissioner designated by the  
4 president of the county commission, (e) a member of the county board of education designated  
5 by the president of the county board of education, (f) a county representative of the Grange, and  
6 (g) two members who are residents of the county to be appointed by the board of advisors of  
7 West Virginia University for staggered terms of three years each beginning on July 1, and in  
8 making these appointments the board of advisors shall appoint one member designated by any  
9 other active farm organization in the county not already represented by virtue of this section. If  
10 any of the above-named organizations do not exist in the county, the board of advisors of West  
11 Virginia University may appoint an additional member for each such vacancy. The committee shall  
12 annually elect from its membership a chairperson and a secretary.

13 It shall each year be the duty and responsibility of the county extension service committee:

14 ~~(1) To enter into a memorandum of agreement with the cooperative extension service of~~  
15 ~~West Virginia University for the employment of county cooperative extension workers~~

16 ~~(2)~~ (1) To prepare a memorandum of agreement with the county commission and with the  
17 county board of education for their financial support of extension work; and

18 ~~(3)~~ (2) To give guidance and assistance in the development of the county cooperative

19 extension service program and in the preparation of the annual plan of work for the county.

20 ~~Such county cooperative extension service committee may on or before July 1, of each~~  
21 ~~year file with the county commission a written memorandum of agreement with the cooperative~~  
22 ~~extension service of West Virginia University for the employment for the next fiscal year of county~~  
23 ~~extension agents, extension homemaker agents, associate or assistant agents, and clerical~~  
24 ~~workers.~~

25 ~~The county cooperative extension service committee may also file on or before July 1, of~~  
26 ~~each year with the county board of education a written memorandum of agreement with the~~  
27 ~~cooperative extension service of West Virginia University for the employment for the next fiscal~~  
28 ~~year of Four-H club or youth development agents, associate or assistant agents, and clerical~~  
29 ~~workers.~~

30 ~~If such agreement or agreements are so filed, the county commission and the county~~  
31 ~~board of education of such county, or either of them, may annually enter into such agreement or~~  
32 ~~agreements for the employment for the next fiscal year of such county extension agents,~~  
33 ~~extension homemaker agents, Four-H club or youth development agents, associate or assistant~~  
34 ~~agents, and clerical workers, or any of them, as may be nominated by the cooperative extension~~  
35 ~~service of West Virginia University, and approved in writing by at least five members of the county~~  
36 ~~extension service committee.~~

37 Salaries and expenses of all such county extension workers shall be paid by the  
38 cooperative extension service, the county commission, and the Board of Education, or jointly out  
39 of such appropriations as are made by the Legislature, the county commission and the Board of  
40 Education, separately or in conjunction with such federal acts as do now, or may hereafter that  
41 provide funds for such purpose. That part of salaries, travel and general office expense to be  
42 provided by the county commission according to the approved memorandum shall be paid from  
43 general county funds.

44 Whenever the cooperative extension service is required by law or legislative intent to grant

45 a salary increase to its employees, the state budget shall include ~~such~~ additional funds ~~as may~~  
46 be necessary to fully fund ~~such~~ the salary increase. It is the intent of this section that the  
47 cooperative extension service shall not be dependent upon county or federal funds or upon ~~the~~  
48 other funds of the institution or the governing board to meet the costs of ~~such a~~ the salary increase  
49 required by law or legislative intent regardless of the source of the employee's base salary:  
50 *Provided*, That any decrease by the county of base salary levels of county extension employees,  
51 as exists on June 30 of the year preceding the year the salary increase is authorized, shall not be  
52 funded by the state.

NOTE: The purpose of this bill is to strike language eliminating a requirement that a county cooperative extension committee enter into an agreement relating to the hiring of county cooperative extension workers and to eliminate outdated code provisions.

Strike-throughs indicate language that would be stricken from a heading or the present law and underscoring indicates new language that would be added.

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



Name: **Patsy Noland, Commissioner**

Department or Organization: County Commission

Estimation of amount of time needed for appointment:

Date Requested – 1<sup>st</sup> Choice: **March 3, 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*): **Discuss restructuring of County Commission Departments – Planning, Zoning, Engineering and GIS – 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*):

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.

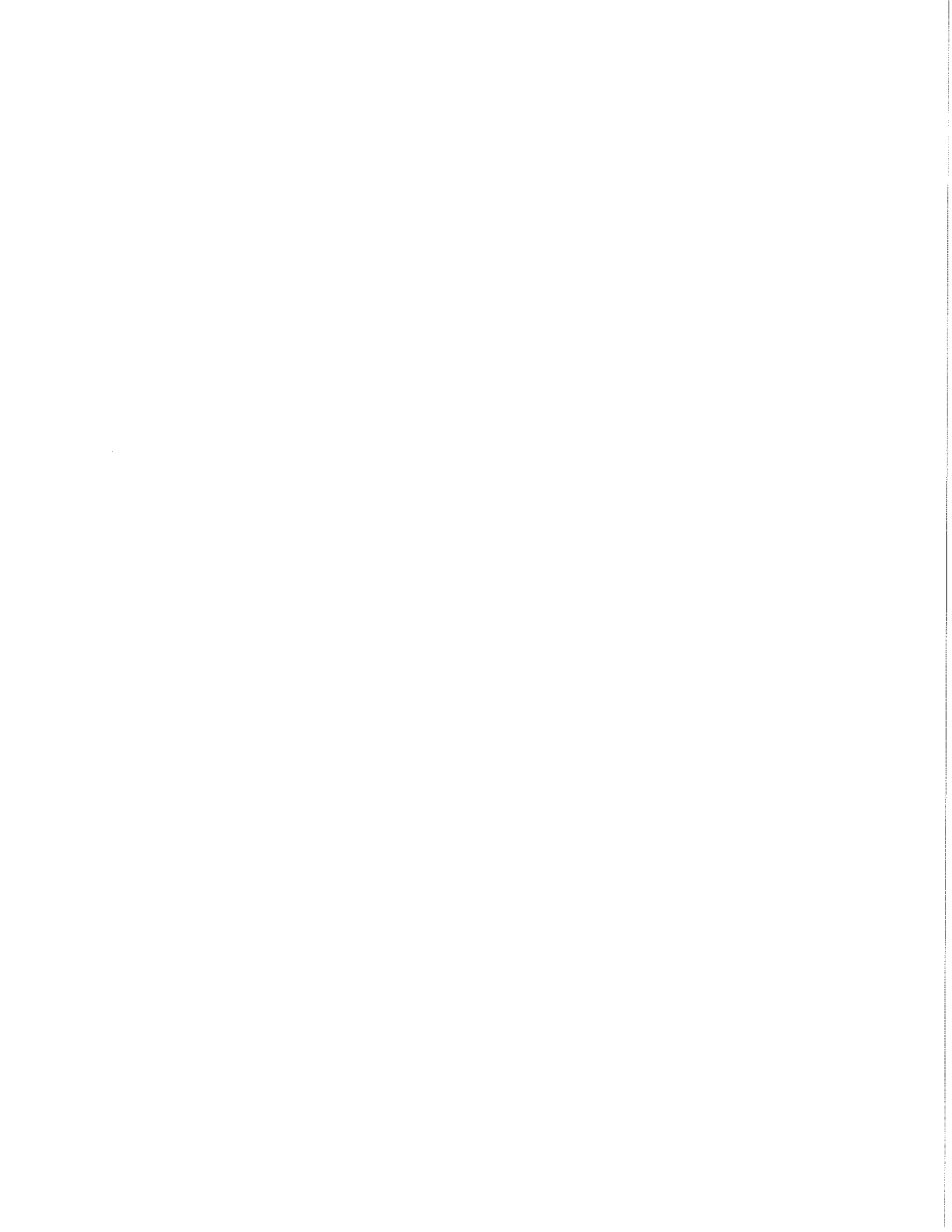
Telephone for conference call Y/N Click here to enter text.

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:

Department or Organization: **Jefferson County Commission**

Estimation of amount of time needed for appointment: Click here to enter text.

Date Requested – 1<sup>st</sup> Choice: Click here to enter text.

*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*): **Legislative Updates**

Please provide the County Commission with a description of your request or presentation, including any background information:  
Click here to enter text.

Is this a funding request? Y/N **no**

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*): Click here to enter text.

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.

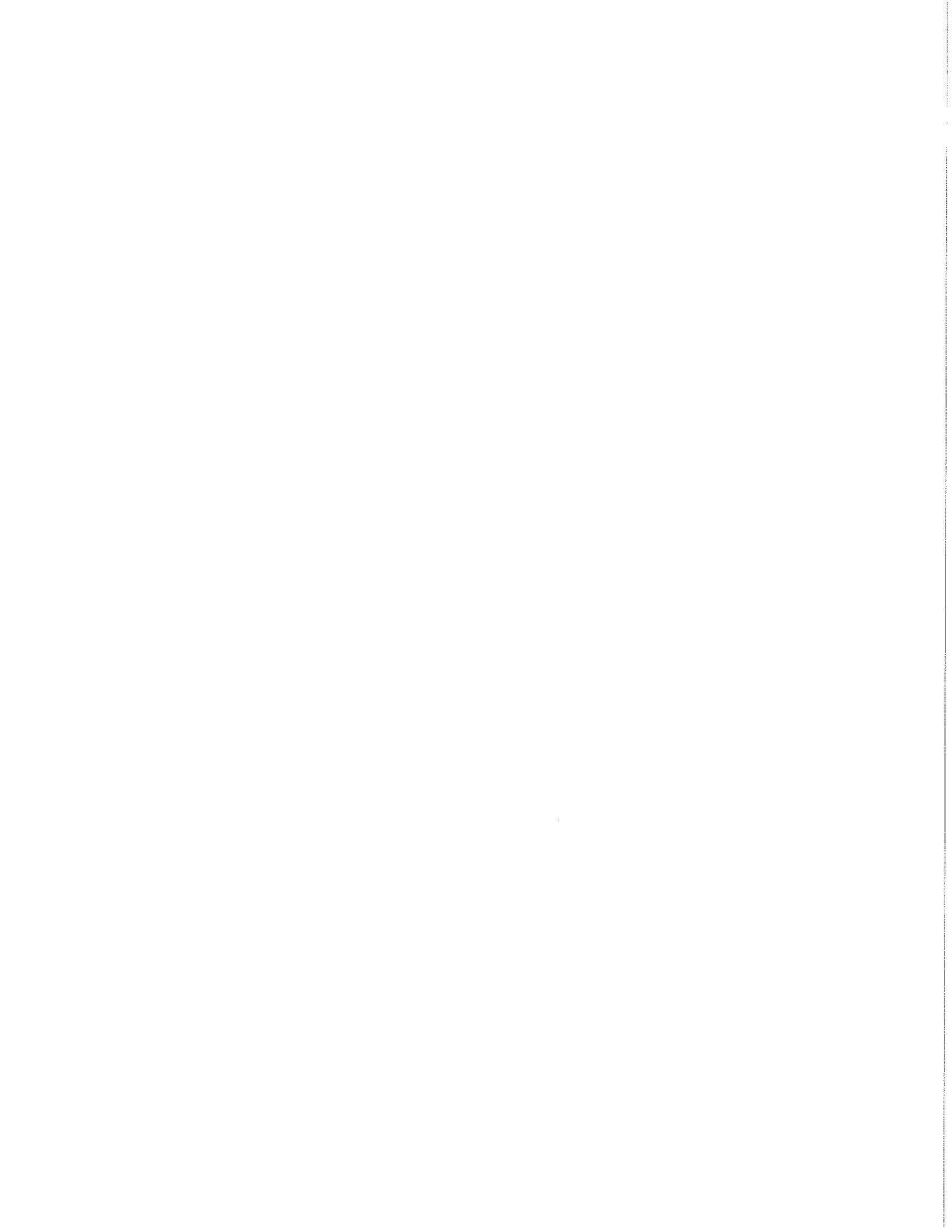
Telephone for conference call Y/N Click here to enter text.

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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: **Stephanie Grove, County Administrator**

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment:

Date Requested – 1<sup>st</sup> Choice: **March 3, 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*): **Space Needs Discussion - Possible Executive Session - 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*):

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.

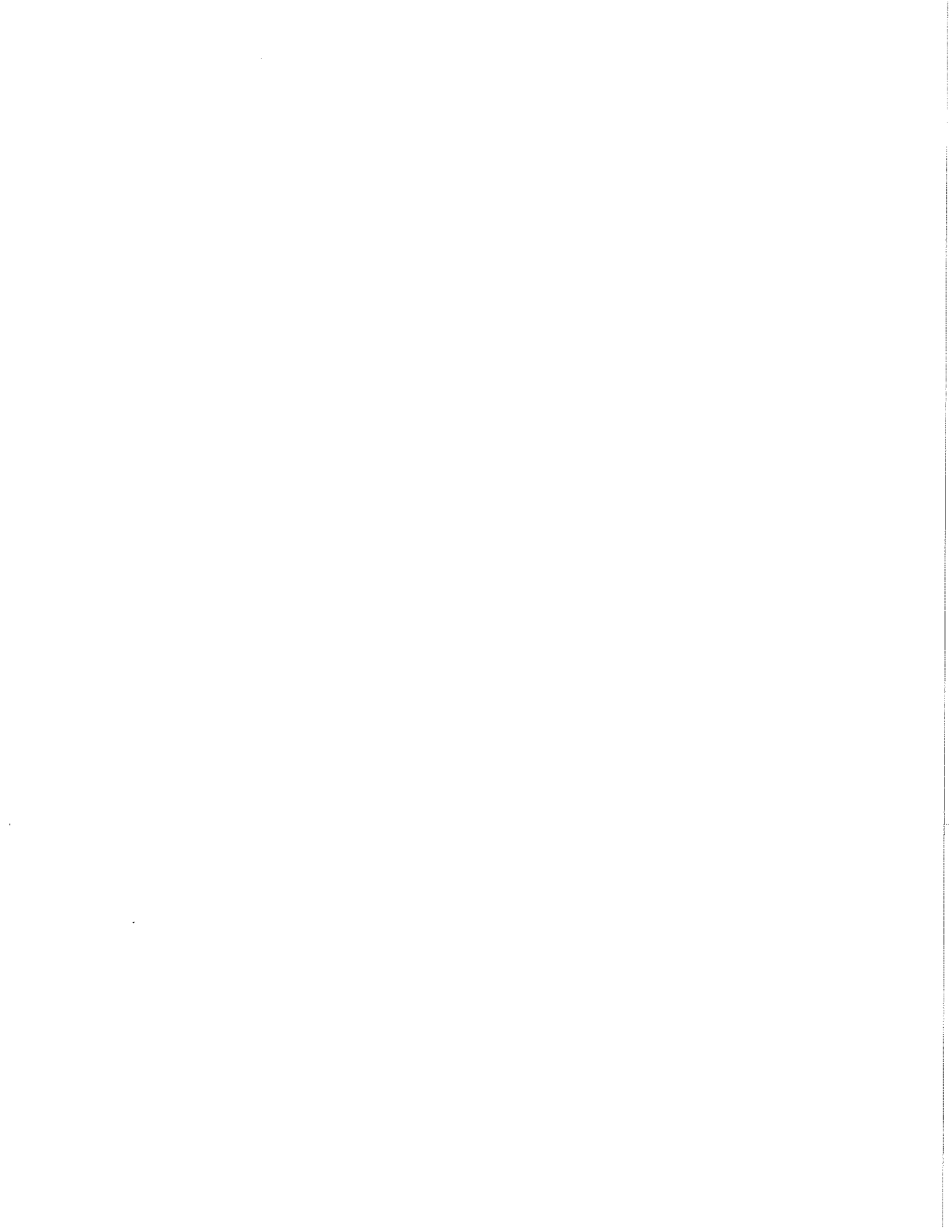
Telephone for conference call Y/N Click here to enter text.

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.



The Jefferson County Commission proposes to name persons to serve on the following Authorities, Boards, Commissions, or Committees on Thursday, March 31, 2016, or as soon thereafter as the Commission may decide:

**Planning Commission - three (3) three-year terms ending March 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, prior 12:00 pm on 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:**

**March 9, 16, 23**

**THANKS - JEFFERSON COUNTY COMMISSION**

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

<b>Week Ending Date</b>	<b>February 13, 2016</b>
<b>To be Deposited on:</b>	February 22, 2016
<b>Amount Played</b>	<b>52,249,015.84</b>
<b>Amount Won</b>	<b>46,765,576.87</b>
<b>Amount Promo</b>	<b>279,927.00</b>
<b>MWAP Contribution</b>	<b><u>1,917.12</u></b>
<b>Adjusted Gross Terminal Revenue</b>	<b><u>5,201,594.85</u></b>
<b>Administrative Costs @ 4%</b>	<b>0.00</b>
<b>Excess Lottery Fund @ 4%</b>	<b><u>208,063.79</u></b>
<b>Net Terminal Revenue</b>	<b><u>4,993,531.06</u></b>
<b>Surcharge @ 10%</b>	<b>499,353.10</b>
<b>State Share Excess @ 58% &amp; 10% of 42%</b>	<b>310,597.63</b>
<b>Track Share of Capital Reinvestment @ 90% of 42%</b>	<b><u>188,755.47</u></b>
<i>Track Share of Capital Reinvestment @ 96%</i>	<i>181,205.25</i>
<i>Track Share of Capital Reinvestment @ 4%</i>	<i>7,550.22</i>
<b>Adjusted Net Terminal Revenue</b>	<b><u>4,494,177.96</u></b>
<b>Racetrack @ 46.50% / 42%</b>	<b>1,887,554.74</b>
<b>Lottery Fund @ 30% / 0%</b>	<b>0.00</b>
<b>Excess Lottery Fund @ 0% / 41%</b>	<b>1,842,612.97</b>
<b>Excess Lottery Fund @ 12.85% / 9.55%</b>	<b>429,193.99</b>
<b>Race Track Purses @ 90% of 7% / 4%</b>	<b>161,790.41</b>
<b>Employee Pension Fund @ 1% / .5%</b>	<b>22,470.89</b>
<b>Greyhound Development @ 90% of .75%</b>	<b>30,335.70</b>
<b>Thoroughbred Development @ 90% of .75%</b>	<b>30,335.70</b>
<b>County/Municipality @ 2%</b>	<b><u>89,883.56</u></b>
	<b><u>4,494,177.96</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	\$ 119,132.88	\$ 119,132.88	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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	\$ 17,868.84	\$ 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
01/02/16	\$ 149,926.28	\$ 74,963.14	\$ 74,963.14	\$ 5,944.58	\$ 29,910.29	\$ 1,626.70	\$ 25,247.59	\$ 12,233.98
01/09/16	\$ 82,948.48	\$ 41,474.24	\$ 41,474.24	\$ 3,288.91	\$ 16,548.22	\$ 899.99	\$ 13,968.52	\$ 6,768.60
01/16/16	\$ 86,911.16	\$ 43,455.58	\$ 43,455.58	\$ 3,446.03	\$ 17,338.78	\$ 942.98	\$ 14,635.84	\$ 7,091.95
01/23/16	\$ 50,050.80	\$ 25,025.40	\$ 25,025.40	\$ 1,984.51	\$ 9,985.13	\$ 543.05	\$ 8,428.56	\$ 4,084.15
01/30/16	\$ 73,610.52	\$ 36,805.26	\$ 36,805.26	\$ 2,918.66	\$ 14,685.30	\$ 798.67	\$ 12,396.01	\$ 6,006.62
02/06/16	\$ 103,391.48	\$ 51,695.74	\$ 51,695.74	\$ 4,099.47	\$ 20,626.60	\$ 1,121.80	\$ 17,411.13	\$ 8,436.74
02/13/16	\$ 89,883.56	\$ 44,941.78	\$ 44,941.78	\$ 3,563.88	\$ 17,931.77	\$ 975.24	\$ 15,136.39	\$ 7,334.50
Subtotal	\$ 3,444,174.80	\$ 2,178,119.14	\$ 1,266,055.66	\$ 100,398.21	\$ 505,156.20	\$ 27,473.41	\$ 426,407.56	\$ 206,620.28

Benchmark Goal @ 2%     \$   912,063.48

Remainder until 1% / 1% Split     \$           -



*West Virginia State  
Treasurer's Office*

**John D. Perdue  
State Treasurer**

<u><i>Political Subdivision</i></u>	<u><i>Amount</i></u>
Huntington	1,063.73
Hurricane	1,063.73
Huttonsville	1,063.73
laeger	1,063.73
Jackson County	4,234.06
Jane Lew	1,063.73
Jefferson County	67,545.11
Jefferson County School Board	202,635.33
Junior	1,063.73
Kanawha County	18,818.61
Kenova	1,063.73
Kermit	1,063.73
Keyser	1,063.73
Keystone	1,063.73
Kimball	1,063.73
Kingwood	1,063.73
Leon	1,063.73
Lester	1,063.73
Lewis County	4,234.06

**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	1/2/2016	74,963.14
1/7/2012	74,863.40	1/12/2013	50,416.30	1/11/2014	37,935.94	1/10/2015	37,099.34	1/9/2016	41,474.24
1/14/2012	58,901.92	1/19/2013	51,211.88	1/18/2014	49,418.64	1/17/2015	43,217.36	1/16/2016	43,455.58
1/21/2012	61,819.92	1/26/2013	46,966.26	1/25/2014	42,720.80	1/24/2015	41,212.80	1/23/2016	25,025.40
1/28/2012	62,898.78	2/2/2013	52,067.92	2/1/2014	47,681.60	1/31/2015	42,783.32	1/30/2016	36,805.26
2/4/2012	72,154.66	2/9/2013	52,222.20	2/8/2014	45,434.52	2/7/2015	47,859.18	2/4/2016	51,695.74
2/11/2012	66,429.04	2/16/2013	64,243.52	2/15/2014	41,076.08	2/14/2015	48,131.08	2/13/2016	44,941.78
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**

**3,580,645.18**

**3,261,565.02**

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**3,148,372.80**

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**2,178,119.14**

## 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	December, 2015	73,055.05
January, 2015	73,346.66	January, 2016	67,545.11
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>487,114.63</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
December, 2015	219,165.15
January, 2016	202,635.33

**Total 2015-2016 1,461,343.89**

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

<b>Week Ending Date</b>	<b>February 20, 2016</b>
<b>To be Deposited on:</b>	February 26, 2016
<b>Amount Played</b>	<b>63,334,284.64</b>
<b>Amount Won</b>	<b>57,136,102.95</b>
<b>Amount Promo</b>	<b>350,153.00</b>
<b>MWAP Contribution</b>	<b><u>2,495.71</u></b>
<b>Adjusted Gross Terminal Revenue</b>	<b><u>5,845,532.98</u></b>
<b>Administrative Costs @ 4%</b>	<b>0.00</b>
<b>Excess Lottery Fund @ 4%</b>	<b><u>233,821.32</u></b>
<b>Net Terminal Revenue</b>	<b><u>5,611,711.66</u></b>
<b>Surcharge @ 10%</b>	<b>561,171.16</b>
<b>State Share Excess @ 58% &amp; 10% of 42%</b>	<b>349,048.46</b>
<b>Track Share of Capital Reinvestment @ 90% of 42%</b>	<b><u>212,122.70</u></b>
<i>Track Share of Capital Reinvestment @ 96%</i>	<i>203,637.79</i>
<i>Track Share of Capital Reinvestment @ 4%</i>	<i>8,484.91</i>
<b>Adjusted Net Terminal Revenue</b>	<b><u>5,050,540.50</u></b>
<b>Racetrack @ 46.50% / 42%</b>	<b>2,121,227.01</b>
<b>Lottery Fund @ 30% / 0%</b>	<b>0.00</b>
<b>Excess Lottery Fund @ 0% / 41%</b>	<b>2,070,721.63</b>
<b>Excess Lottery Fund @ 12.85% / 9.55%</b>	<b>482,326.60</b>
<b>Race Track Purses @ 90% of 7% / 4%</b>	<b>181,819.46</b>
<b>Employee Pension Fund @ 1% / .5%</b>	<b>25,252.70</b>
<b>Greyhound Development @ 90% of .75%</b>	<b>34,091.15</b>
<b>Thoroughbred Development @ 90% of .75%</b>	<b>34,091.15</b>
<b>County/Municipality @ 2%</b>	<b><u>101,010.80</u></b>
	<b><u>5,050,540.50</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
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
01/02/16	\$ 149,926.28	\$ 74,963.14	\$ 74,963.14	\$ 5,944.58	\$ 29,910.29	\$ 1,626.70	\$ 25,247.59	\$ 12,233.98
01/09/16	\$ 82,948.48	\$ 41,474.24	\$ 41,474.24	\$ 3,288.91	\$ 16,548.22	\$ 899.99	\$ 13,968.52	\$ 6,768.60
01/16/16	\$ 86,911.16	\$ 43,455.58	\$ 43,455.58	\$ 3,446.03	\$ 17,338.78	\$ 942.98	\$ 14,635.84	\$ 7,091.95
01/23/16	\$ 50,050.80	\$ 25,025.40	\$ 25,025.40	\$ 1,984.51	\$ 9,985.13	\$ 543.05	\$ 8,428.56	\$ 4,084.15
01/30/16	\$ 73,610.52	\$ 36,805.26	\$ 36,805.26	\$ 2,918.66	\$ 14,685.30	\$ 798.67	\$ 12,396.01	\$ 6,006.62
02/06/16	\$ 103,391.48	\$ 51,695.74	\$ 51,695.74	\$ 4,099.47	\$ 20,626.60	\$ 1,121.80	\$ 17,411.13	\$ 8,436.74
02/13/16	\$ 89,883.56	\$ 44,941.78	\$ 44,941.78	\$ 3,563.88	\$ 17,931.77	\$ 975.24	\$ 15,136.39	\$ 7,334.50
02/20/16	\$ 101,010.80	\$ 50,505.40	\$ 50,505.40	\$ 4,005.08	\$ 20,151.65	\$ 1,095.97	\$ 17,010.22	\$ 8,242.48
Subtotal	\$ 3,545,185.60	\$ 2,228,624.54	\$ 1,316,561.06	\$ 104,403.29	\$ 525,307.85	\$ 28,569.38	\$ 443,417.78	\$ 214,862.76

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	1/2/2016	74,963.14
1/7/2012	74,863.40	1/12/2013	50,416.30	1/11/2014	37,935.94	1/10/2015	37,099.34	1/9/2016	41,474.24
1/14/2012	58,901.92	1/19/2013	51,211.88	1/18/2014	49,418.64	1/17/2015	43,217.36	1/16/2016	43,455.58
1/21/2012	61,819.92	1/26/2013	46,966.26	1/25/2014	42,720.80	1/24/2015	41,212.80	1/23/2016	25,025.40
1/28/2012	62,898.78	2/2/2013	52,067.92	2/1/2014	47,681.60	1/31/2015	42,783.32	1/30/2016	36,805.26
2/4/2012	72,154.66	2/9/2013	52,222.20	2/8/2014	45,434.52	2/7/2015	47,859.18	2/4/2016	51,695.74
2/11/2012	66,429.04	2/16/2013	64,243.52	2/15/2014	41,076.08	2/14/2015	48,131.08	2/13/2016	44,941.78
2/18/2012	77,455.88	2/23/2013	64,115.70	2/22/2014	61,523.98	2/21/2015	37,610.66	2/20/2016	50,505.40
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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**2,228,624.54**

**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	December, 2015	73,055.05
January, 2015	73,346.66	January, 2016	67,545.11
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>487,114.63</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
December, 2015	219,165.15
January, 2016	202,635.33

**Total 2015-2016 1,461,343.89**