

SPECIAL SESSION:

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

At a Special Session of the County Commission of said County and State continued and held at County Commission meeting room in the Old Charles Town Library located at 200 E. Washington Street, Charles Town, WV 25414 on March 22, 2016 at 9:30 am (An audio file of the March 22, 2016 meeting is available through the Jefferson County Commission Office.)

PRESENT: Patsy Noland, President
Walt Pellish, Vice President
Eric Bell, Commissioner
Dale Manuel, Commissioner
Jane Tabb, Commissioner
Stephanie Grove, County Administrator
Michelle Pombo, Finance Director
Jessica Carroll, Executive Assistant

RE: Finalization of the County Budget for FY17

Commissioner Noland called the meeting to order at 9:31 am, and Commissioner Pellish led the Pledge of Allegiance. Stephanie Grove, County Administrator, explained the steps remaining to finalize the County budget for FY17. Ms. Grove stated the county would be voting on a *draft* budget to forward to the State Auditor's office for approval. This draft budget would also be published in both the *Spirit of Jefferson* and the *Martinsburg Journal* for a period of two weeks to allow time for citizen review. Once reviewed by the Auditor's office, the County Commission would hold a public hearing on the draft budget on the third Tuesday in April as dictated by statute. After the public hearing, the Commission could decide to make changes to the draft budget; however, if no changes were made, the Commission would proceed to lay the Levy on that third Tuesday. Though public comment was not advertised for this session, the Commission provided unanimous consent to hear comments from the following:

Lyn Widmyer, resident – stated her displeasure with the lack of documents available to the public concerning the County budget. Ms. Widmyer also stated it would be helpful for taxpayers to read a “budget narrative” to understand the hows and whys behind the decisions made regarding the FY17 budget.

Eleanor Finn, resident – thanked the Commission again for hosting the budget forum in February and stated she was pleased to hear the County would be holding a public hearing on the FY 17 budget and reminded the Commission it is important for government to “remain transparent” at all times.

There being no further comment:

- **Motion by Mr. Bell to approve the Levy estimate/draft budget, forward to the State Auditor's Office, and publish in both the *Spirit of Jefferson* and the *Martinsburg Journal* for a period of two weeks. Motion seconded and unanimously approved.**
- **There being no further business, motion by Mr. Manuel to adjourn at 9:52 am. Motion was seconded and unanimously approved.**

PATRICIA A. NOLAND, PRESIDENT

Respectfully submitted
Jessica D. Carroll
Executive Administrative Assistant