

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 in the County Commission meeting room of the Old Charles Town Library, 200 E. Washington Street, Charles Town, West Virginia on Thursday, September 8, 2016, beginning at 9:30 o'clock a.m.

PRESENT: Patsy Noland, President
Walt Pellish, Vice President
Peter Onoszko, Commissioner
Dale Manuel, Commissioner
Jane Tabb, Commissioner
Stephanie Grove, County Administrator
Nathan Cochran, Assistant Prosecuting Attorney
Jessica Carroll, Administrative Assistant

**In re: Discussion of the best use of the Gray Building, located at 120 S. George Street
Review and approval of plans for renovations to the St. Margaret's Building to accommodate new
Circuit Judge**

The meeting was called to order at 9:30 a.m. by Commissioner Noland.

Commissioner Tabb led the Pledge of Allegiance.

Ms. Noland began the meeting by explaining that the Commission originally purchased the Gray Building for the intent of providing a permanent home for the Prosecuting Attorney's Office; however, the Commission decided to entertain the possibility of relocating staff from the Mason Building and the Hunter House to the Gray Building, with the Prosecuting Attorney's Office to then take residence in the Mason Building. Bill Polk, Director of Maintenance, calculated the space needs for the staff of the Mason Building and the Hunter House and advised the Commission the Gray Building is ultimately too small for the amount of employees who work in the downtown campus. Roger Goodwin, Director of Engineering, Planning, Zoning, GIS/Address, also expressed his concerns over moving to the Gray Building as he felt the move would be a disservice to the public. Brandon Sims, Assistant Prosecuting Attorney, provided input regarding additional renovations requested by the Prosecuting Attorney's Office prior to the move.

- **Motion by Ms. Tabb to place the Prosecuting Attorney's Office in the Gray Building with minimal renovations at this time to allow occupancy of the building by November 1, 2016. Motion seconded and unanimously approved.**
- **There being no further business, motion by Ms. Tabb to adjourn at 10:23 am. Motion seconded and unanimously approved.**

PATRICIA A. NOLAND, PRESIDENT

Respectively Submitted:
Jessica D. Carroll
Administrative Assistant

