

Minutes

Jefferson County Commission

Thursday, September 29, 2016

A meeting of the Jefferson County Commission was held on Thursday, September 29, 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 Dale Manuel, Patricia Noland, Peter Onoszko, 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, September 29, 2016 meeting is available through the Jefferson County Commission Office.)

PLEDGE OF ALLEGIANCE

Commissioner Onoszko led the Pledge of Allegiance.

APPROVAL OF MINUTES

Motion by Mr. Manuel to approve the September 8, 2016 Special Session Meeting Minutes with as presented/amended. Motion seconded and unanimously approved.

Motion by Ms. Tabb to approve the September 13, 2016 Special Session Meeting Minutes as presented/amended. Motion seconded and unanimously approved.

PAYROLL APPROVAL

Motion by Ms. Noland to approve the Payroll for September 29, 2016 in the amount of \$238,690.03. Motion seconded and unanimously approved.

APPROVAL OF ACCOUNTS PAYABLE

CHKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
077067	PAYROLL	AMERICAN FAMILY LIFE ICU		\$ -	\$ 3,830.08	\$ 3,830.08
077068	402	APPLE VALLEY OFF.PRODUCT		\$ -	\$ 203.80	\$ 203.80
077069	405	ADC LEGAL SYSTEMS, INC.		\$ -	\$ 35.00	\$ 35.00
077070	717	ADVANCE AUTO PARTS		\$ -	\$ 64.77	\$ 64.77
077070	717	ADVANCE AUTO PARTS		\$ -	\$ 10.08	\$ 10.08
077070	717	ADVANCE AUTO PARTS		\$ -	\$ 65.75	\$ 65.75
077071	424	BOLAND SERVICES		\$ -	\$ 270.00	\$ 270.00
077071	425	BOLAND SERVICES		\$ -	\$ 136.00	\$ 136.00
077071	425	BOLAND SERVICES		\$ -	\$ 125.00	\$ 125.00
077071	425	BOLAND SERVICES		\$ -	\$ 166.00	\$ 166.00
077071	425	BOLAND SERVICES		\$ -	\$ 898.00	\$ 898.00
077072	PAYROLL	BUREAU F/CHILD SUPPORT		\$ -	\$ 49.85	\$ 49.85
077073	PAYROLL	BUREAU F/CHILD SPprt ENF		\$ -	\$ 212.31	\$ 212.31
077074	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 461.54	\$ 461.54
077075	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 119.54	\$ 119.54
077076	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 392.31	\$ 392.31
077077	405	SHANNON BURLETT		\$ -	\$ 15.77	\$ 15.77
077078	405	MARCIA LYNN CHANDLER		\$ -	\$ 41.00	\$ 41.00
077078	405	MARCIA LYNN CHANDLER		\$ -	\$ 338.80	\$ 338.80
077079	PAYROLL	COLONIAL LIFE		\$ -	\$ 302.02	\$ 302.02
077080	PAYROLL	NATHAN COCHRAN		\$ -	\$ 2,585.58	\$ 2,585.58
077081	PAYROLL	SCOTT DEMORY		\$ -	\$ 103.54	\$ 103.54
077082	424	J.C.EHRLICH		\$ -	\$ 31.00	\$ 31.00
077082	425	J.C.EHRLICH		\$ -	\$ 611.00	\$ 611.00
077083	PAYROLL	KAREN ECHEMENT		\$ -	\$ 183.23	\$ 183.23
077084	415	GENERAL COUNTY FUND-J FE		\$ -	\$ 16,911.36	\$ 16,911.36
077085	717	GUTTMAN OIL CO		\$ -	\$ 10,810.87	\$ 10,810.87
077086	712	GREENSIDE PSYCHOLOGICAL		\$ -	\$ 295.00	\$ 295.00
077086	712	GREENSIDE PSYCHOLOGICAL		\$ -	\$ 1,180.00	\$ 1,180.00
077087	413	INTAB		\$ -	\$ 215.23	\$ 215.23
077088	401	THE SPIRIT OF JEFFERSON		\$ -	\$ 45.22	\$ 45.22
077088	402	THE SPIRIT OF JEFFERSON		\$ -	\$ 137.06	\$ 137.06
077088	405	THE SPIRIT OF JEFFERSON		\$ -	\$ 27.60	\$ 27.60
077089	405	THE JOURNAL		\$ -	\$ 262.50	\$ 262.50
077090	PAYROLL	JEFFERSON SECURITY BANK		\$ -	\$ 5,320.00	\$ 5,320.00
077091	PAYROLL	CARRIE L. LEHMAN		\$ -	\$ 525.41	\$ 525.41
077092	405	LYNDSEY W. MATSCHAT		\$ -	\$ 51.84	\$ 51.84

077093	405	MATTHEW BENDER & CO		\$ -	\$ 631.61	\$ 631.61
077093	405	MATTHEW BENDER & CO		\$ -	\$ 134.23	\$ 134.23
077093	405	MATTHEW BENDER & CO		\$ -	\$ 149.43	\$ 149.43
077093	405	MATTHEW BENDER & CO		\$ -	\$ 134.23	\$ 134.23
077094	PAYROLL	MAZZITTI & SULLIVAN EAP		\$ -	\$ 936.00	\$ 936.00
077095	PAYROLL	HELEN M. MORRIS, TRUSTEE		\$ -	\$ 150.00	\$ 150.00
077096	PAYROLL	HELEN M. MORRIS, TRUSTEE		\$ -	\$ 415.00	\$ 415.00
077097	PAYROLL	DONNA MASON		\$ -	\$ 3,076.49	\$ 3,076.49
077098	405	MILLER'S SUPPLIES AT WOR		\$ -	\$ 70.77	\$ 70.77
077098	405	MILLER'S SUPPLIES AT WOR		\$ -	\$ 20.07	\$ 20.07
077098	405	MILLER'S SUPPLIES AT WOR		\$ -	\$ 54.37	\$ 54.37
077098	405	MILLER'S SUPPLIES AT WOR		\$ -	\$ 57.11	\$ 57.11
077099	424	NEOPOST MIDATLANTIC		\$ -	\$ 366.58	\$ 366.58
077100	PAYROLL	NATIONWIDE RETIREMENT		\$ -	\$ 749.00	\$ 749.00
077101	428	OFFICEMAX		\$ -	\$ 371.67	\$ 371.67
077102	425	POTOMAC EDISON/OH		\$ -	\$ 35.25	\$ 35.25
077103	425	RCS SECURITY		\$ -	\$ 90.00	\$ 90.00
077104	402	RECORD MANAGEMENT SOLUTN		\$ -	\$ 35.00	\$ 35.00
077104	403	RECORD MANAGEMENT SOLUTN		\$ -	\$ 60.00	\$ 60.00
077105	401	RICOH USA, INC./GA		\$ -	\$ 252.73	\$ 252.73
077105	403	RICOH USA, INC./GA		\$ -	\$ 287.58	\$ 287.58
077105	404	RICOH USA, INC./GA		\$ -	\$ 123.90	\$ 123.90
077105	405	RICOH USA, INC./GA		\$ -	\$ 423.90	\$ 423.90
077105	406	RICOH USA, INC./GA		\$ -	\$ 123.90	\$ 123.90
077105	425	RICOH USA, INC./GA		\$ -	\$ 48.10	\$ 48.10
077105	440	RICOH USA, INC./GA		\$ -	\$ 394.82	\$ 394.82
077105	700	RICOH USA, INC./GA		\$ -	\$ 295.90	\$ 295.90
077105	712	RICOH USA, INC./GA		\$ -	\$ 267.08	\$ 267.08
077106	717	RICE TIRES CO		\$ -	\$ 477.84	\$ 477.84
077106	717	RICE TIRES CO		\$ -	\$ 1,750.50	\$ 1,750.50
077106	717	RICE TIRES CO		\$ -	\$ 538.20	\$ 538.20
077107	405	SPECIALTY BUS SUPPLIES		\$ -	\$ 44.99	\$ 44.99
077108	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 89.36	\$ 89.36
077108	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 20.90	\$ 20.90
077108	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 44,335.96	\$ 44,335.96
077108	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 10,368.82	\$ 10,368.82
077108	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 72.20	\$ 72.20
077108	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 42,700.47	\$ 42,700.47
077109	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 938.00	\$ 938.00
077109	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 35.82	\$ 35.82

077109	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 32,521.20	\$ 32,521.20
077109	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 678.77	\$ 678.77
077110	405	WV SECRETARY OF STATE		\$ -	\$ 52.00	\$ 52.00
077111	PAYROLL	WV DEPUTY SHRF RETIREMEN		\$ -	\$ 16,187.81	\$ 16,187.81
077111	PAYROLL	WV DEPUTY SHRF RETIREMEN		\$ -	\$ 11,466.32	\$ 11,466.32
077112	405	BRANDON C.H. SIMS		\$ -	\$ 92.00	\$ 92.00
077113	401	SANDRA MCDONALD		\$ -	\$ 96.00	\$ 96.00
077114	PAYROLL	EVELYN STEPHENSON		\$ -	\$ 937.81	\$ 937.81
077115	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 2,910.00	\$ 2,910.00
077116	PAYROLL	SPECIAL MARKETS INSURANC		\$ -	\$ 712.50	\$ 712.50
077117	712	TELTRONIC		\$ -	\$ 530.00	\$ 530.00
077118	424	US POSTAL SERVICE		\$ -	\$ 20,000.00	\$ 20,000.00
077119	405	THOMSON REUTER - WEST		\$ -	\$ 2,282.45	\$ 2,282.45
077120	PAYROLL	WV PUB EMP RETIRE SYS		\$ -	\$ 23,862.56	\$ 23,862.56
077120	PAYROLL	WV PUB EMP RETIRE SYS		\$ -	\$ 63,633.29	\$ 63,633.29
077120	PAYROLL	WV PUB EMP RETIRE SYS		\$ -	\$ 34.42	\$ 34.42
077120	PAYROLL	WV PUB EMP RETIRE SYS		\$ -	\$ 91.80	\$ 91.80
077121	PAYROLL	WVCORP		\$ -	\$ 37,152.75	\$ 37,152.75
077122	700	WILLIAM WALTERS		\$ -	\$ 24.13	\$ 24.13
077123	PAYROLL	WV PUB EMP RETIRE SYS		\$ -	\$ 2,430.29	\$ 2,430.29
077123	PAYROLL	WV PUB EMP RETIRE SYS		\$ -	\$ 4,860.61	\$ 4,860.61
077124	404	W.B. MASON CO. INC		\$ -	\$ 198.08	\$ 198.08
077125	428	XEROX BUSINESS SRVCS LLC		\$ -	\$ 14,664.66	\$ 14,664.66
077126	PAYROLL	DEBRA A. YOUNG		\$ -	\$ 67.30	\$ 67.30
077127	413	REVA MICKEY		\$ -	\$ 50.00	\$ 50.00
077128	413	F.J. HEFESTAY JR		\$ -	\$ 50.00	\$ 50.00
TOTAL					\$ 393,748.59	\$ 393,748.59

Motion by Ms. Tabb to approve the Accounts Payable for September 22, 2016 in the amount of \$393,748.59. Motion seconded and unanimously approved.

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
077130	424	NOEMI BRUN		\$ -	\$ 64.20	\$ 64.20
077131	406	ANGELA L BANKS		\$ -	\$ 65.50	\$ 65.50
077132	401	201 N. GEORGE ST LLC		\$ -	\$ 9,638.92	\$ 9,638.92
077133	405	FEDEX		\$ -	\$ 33.20	\$ 33.20
077133	700	FEDEX		\$ -	\$ 30.26	\$ 30.26

077134	412	GREATAMERICA FINANCL SVC		\$ -	\$ 450.59	\$ 450.59
077135	425	OX PAPERBOARD CO		\$ -	\$ 35.00	\$ 35.00
077136	401	RICOH USA, INC		\$ -	\$ 29.06	\$ 29.06
077136	403	RICOH USA, INC		\$ -	\$ 58.14	\$ 58.14
077136	404	RICOH USA, INC		\$ -	\$ 29.07	\$ 29.07
077136	405	RICOH USA, INC		\$ -	\$ 87.21	\$ 87.21
077136	406	RICOH USA, INC		\$ -	\$ 29.07	\$ 29.07
077136	425	RICOH USA, INC		\$ -	\$ 29.07	\$ 29.07
077136	440	RICOH USA, INC		\$ -	\$ 58.14	\$ 58.14
077136	700	RICOH USA, INC		\$ -	\$ 58.14	\$ 58.14
077136	712	RICOH USA, INC		\$ -	\$ 29.07	\$ 29.07
077137	425	INTERSTATE ALL BATTERY		\$ -	\$ 105.00	\$ 105.00
077138	403	JEFFERSON CENTER		\$ -	\$ 100.00	\$ 100.00
077139	ALLOC	JEFFERSON DAY REPORT CNT		\$ -	\$ 25,000.00	\$ 25,000.00
077140	712	ROBERT E. JONES III		\$ -	\$ 1,000.00	\$ 1,000.00
077141	712	LANGUAGE LINE SERVICES		\$ -	\$ 298.49	\$ 298.49
077142	700	ROBIN MAHONY		\$ -	\$ 8.99	\$ 8.99
077143	425	MILLER'S SUPPLIES AT WOR		\$ -	\$ 137.82	\$ 137.82
077144	717	MOLER'S WRECKER SERVICE		\$ -	\$ 50.00	\$ 50.00
077145	401	PATRICIA A NOLAND		\$ -	\$ 253.80	\$ 253.80
077146	PAYROLL	PATRICIA A NOLAND		\$ -	\$ 111.21	\$ 111.21
077147	425	OFFICEMAX		\$ -	\$ 60.43	\$ 60.43
077147	428	OFFICEMAX		\$ -	\$ 544.74	\$ 544.74
077147	428	OFFICEMAX		\$ -	\$ 78.14	\$ 78.14
077148	425	PATRIOT FIRE AND SECURIT		\$ -	\$ 565.00	\$ 565.00
077149	PAYROLL	BRYAN PERKINS		\$ -	\$ 865.87	\$ 865.87
077150	403	RECORD MANAGEMENT SOLUTN		\$ -	\$ 30.00	\$ 30.00
077151	717	RICE TIRES CO		\$ -	\$ 413.12	\$ 413.12
077152	424	SPECTRUM FIRE ALARM		\$ -	\$ 550.00	\$ 550.00
077152	425	SPECTRUM FIRE ALARM		\$ -	\$ 1,650.00	\$ 1,650.00
077153	PAYROLL	HOPE THOMPSON		\$ -	\$ 1,109.57	\$ 1,109.57
077154	428	VISION TECHNOLOGY SOLTNS		\$ -	\$ 8,700.00	\$ 8,700.00
077155	405	THOMSON REUTER - WEST		\$ -	\$ 906.75	\$ 906.75
077156	PAYROLL	LISA WALTERS		\$ -	\$ 202.11	\$ 202.11
077156	PAYROLL	LISA WALTERS		\$ -	\$ 202.11	\$ 202.11
TOTAL					\$ 53,667.79	\$ 53,667.79

Motion by Ms. Noland to approve the Accounts Payable for September 29, 2016 in the amount of \$53,667.79. Motion seconded and unanimously approved.

MANUAL CHECKS

COAL SEVERANCE			
002			
Date	Check #	VENDOR	Amount
9/23/2016	434	LEWIS CO. CIRCUIT CLERK	\$ 40.68
SHERIFF CAPITOL O/L			
246			
Date	Check #	VENDOR	Amount
9/23/2016	1516	IPC TECHNOLOGIES INC	\$ 4,237.18
9/23/2016	1517	ZMM ARCHITECTS & ENGINEERS	\$ 18,900.00
TOTAL			\$ 23,177.86

Motion by Ms. Tabb to approve the Manual Checks for September 23, 2016 in the amount of \$23,177.86. Motion seconded and unanimously approved.

PUBLIC COMMENT:

Mike Ashley, resident – requested the Commission support the proposal made by the cities of Ranson and Charles Town to acquire the assets of the Jefferson County Public Service District.

David Tabb, resident – provided the Commission with an update on various legal cases against the Commission. Mr. Tabb also stated he believes various county elected officials have denied him his right to due process.

Jacquelyn Milliron, resident – urged the Commission to vote favorably for a possible reorganization of the utility providers in the county.

Marchel Pitcher, resident – also requested the Commission consider consolidation of the utility providers.

Tish Appignani, resident – noted the Jefferson County Convention and Visitor’s Bureau won an award for the Best Visitor’s Guide at the State Tourism Convention.

Martha Zimmerman, resident – stated she was worried about the cost of consolidation of utilities as she is a senior citizen on a fixed income and was worried about rate increases that may happen as a result of consolidation.

PRESENTATIONS

1. WV State Fire Commission - Kenneth Tyree, Jr. (State Fire Marshall), Carl E. Sizemore, II (Commission Chairman), and Stephen R. Connolly, Esq. (Deputy Attorney General) – provided the County Commission with a discussion about dispatching issues with Computer Aided Dispatch.

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

2. Angela Banks, Assessor – presented the following Exonerations:

NAME	TYPE	DISTRICT	TICKET #	AMOUNT
Lawrence & Samantha Vickers	PP	Shepherdstown	316689	\$156.97

- **Motion by Ms. Tabb to approve the exoneration as presented. Motion seconded and unanimously approved.**

NAME	TYPE	DISTRICT	TICKET #	AMOUNT
Teri Fincham	PP	Shepherdstown	315827	\$23.43

- **Motion by Ms. Noland to approve the exoneration as presented. Motion seconded and unanimously approved.**

NAME	TYPE	DISTRICT	TICKET #	AMOUNT
Todd M. Nolte	PP	CTC	306015	\$80.60

- **Motion by Ms. Tabb to approve the exoneration as presented. Motion seconded and unanimously approved.**

NAME	TYPE	DISTRICT	TICKET #	AMOUNT
Leonard & Norma Shedloski	PP	CTC	306271	\$136.18

- **Motion by Ms. Noland to approve the exoneration as presented. Motion seconded and unanimously approved.**

NAME	TYPE	DISTRICT	TICKET #	AMOUNT
Lester & Frances Johns	PP	CTD	302463	\$316.28

- **Motion by Ms. Tabb to approve the exoneration as presented. Motion seconded and unanimously approved.**

NAME	TYPE	DISTRICT	TICKET #	AMOUNT
Betty V. Washington	PP	Shepherdstown	317205	\$26.70

- **Motion by Ms. Noland to approve the exoneration as presented. Motion seconded and unanimously approved.**

NAME	TYPE	DISTRICT	TICKET #	AMOUNT
Clarence & Darlene Coles	RE	CTD	1730	\$38.20

- **Motion by Ms. Tabb to approve the exoneration as presented. Motion seconded and unanimously approved.**

3. Mayor Peggy A. Smith, Charles Town and Mayor Keith D. Pierson, Ranson – requested permission to hold a work session on October 27, 2016 with the goal of seeking the County Commission’s preliminary support for the asset acquisition of the Jefferson County Public Service District by Charles Town and Ranson.

- **Motion by Mr. Manuel to host a work session on November 3, 2016 at 7pm to discuss and consider the possibility of the asset acquisition of the Jefferson County Public Service District by Charles Town and Ranson, with representatives from all involved parties to be invited. Motion seconded and unanimously approved.**

4. The Commission recessed for break at 11:00 am.
The Commission reconvened at 11:15 am.

5. Roger Goodwin, Chief County Engineer – requested the complete construction bond release for Shirley Estates Subdivision, Lots 1-14 & 15 Residue (File #05-12) – Letter of Credit #5105917 with Jefferson Security Bank, Shepherdstown, WV
 - **Motion by Ms. Noland to authorize a complete release of the remaining \$117,490.00 from the construction bond for Shirley Estates Subdivision, Lots 1-14 & 15 – Residue (File #05-12). Motion seconded and unanimously approved.**

6. Becky Burns, Office Manager, Department of Engineering, Planning & Zoning, GIS/Addressing – requested a refund of building permit fees for Ryan Day.
 - **Motion by Ms. Tabb to provide a full refund of building permit fees for Ryan Day in the amount of \$100.96. Motion seconded and unanimously approved.**

7. Bill Polk, Director of Maintenance – requested the approval of employment for The vacant custodial/janitorial position.
 - **Motion by Mr. Manuel approve the employment of Megan Farias for the vacant custodial/janitorial position within the Maintenance Department at a Grade 2, Step A with a 35 hour work week. Motion seconded and unanimously approved.**

8. Jeffrey Polczynski, Director of Communications – requested the approval to hire two full-time dispatchers and three part-time dispatchers within the Communications department.
 - **Motion by Ms. Tabb to approve the hiring of Sara Lasley and Angelina Perry as full-time dispatchers and Christopher Fiorvanti, Jessica Ashley, and Erika Wilkins as part-time dispatchers within the Jefferson County Communications Department. Motion seconded and unanimously approved.**

9. Debra Young, Jefferson County Victim Assistance Program
 - a. Approval to Hire Crystal Gumble as Victim Advocate
 - **Motion by Ms. Noland to approve the hiring of Crystal Gumble as Victim Advocate within the Prosecuting Attorney’s Office. Motion seconded and unanimously approved.**

 - b. Approval of Resolution and Contract – 15-VA-092 – Victims of Crime Act (VOCA) Grant

- **Motion by Ms. Tabb to approve the Resolution, contract, and grant documents for 15-VA-092- Victims of Crime Act (VOCA) Grant in the amount of \$67,104.00 and to authorize the President of the Commission to affix her signature to the appropriate documents. Motion seconded and unanimously approved.**

10. The Commission recessed for lunch at 12:15 pm.
The Commission reconvened at 1:30 pm.

NEW BUSINESS

11. Acknowledgement of the Assessor's Certificate of Compliance

- **Motion by Ms. Tabb to acknowledge the Assessor's Certificate of Compliance from the WV Department of Agriculture. Motion seconded and unanimously approved.**

12. Resolution in Support of the "Brunch Bill" referendum

- **Motion by Mr. Pellish to approve the Resolution of Support for the Brunch Bill referendum. Motion seconded and unanimously approved.**

13. Michelle Gordon, Finance Director

- a. Review of Capital Outlay Fund as of 8/31/16
- b. Review of Ambulance Fee Revenue and Expenditures FY14-FY16
- c. Review of Cash as of June 30, 2016
- d. Review Budget to Actual as of June 30, 2016

14. Jennifer Brockman, Planning and Zoning – provided the final draft of the Campground Ordinance.

- **Motion by Ms. Tabb to approve the final draft of the Campground Ordinance as presented. Motion seconded and passes on a vote of 4-1 Mr. Manuel opposing.**

15. Nathan Cochran, Assistant Prosecuting Attorney

- a. Discussion of Cable Franchise Agreement – potential Executive Session to receive legal advice regarding renewal of agreement.
- **Motion by Ms. Noland to enter into Executive Session to receive legal advice. Motion seconded and unanimously approved.**
- **Motion by Mr. Pellish to come out of Executive Session. Motion seconded and unanimously approved.**
- b. Draft agreement with the Jefferson County Board of Education re: Commemorative Rock

COUNTY ADMINISTRATOR REPORTS

- Set date/time for “Meet Your Commissioners” event – it was the consensus of the Commission to schedule “Meet Your Commissioners” on Monday, November 14, 2016 beginning at 6:30 pm at the Shepherdstown Volunteer Fire Company.
- Chili Day – October 12, 2016 – Ms. Grove reminded the Commission about employee Chili Cook-off Day which would be occurring behind the Hunter House on Wednesday, October 12, 2016.

COUNTY COMMISSION REPORTS

Patricia Noland

- Attended a JCCVB meeting.
- Attended a Leadership WV Conference on Sustainable Energy.
- Attended the Economic Development Conference at the Skyline Terrace and Ballroom at Hollywood Casino.

Peter Onoszko

- Attended an EPTA meeting.
- Attended a JCCVB meeting.
- Attended a JCHLC meeting.
- Met with John Reisenweber, Director of the JCDA.

Walt Pellish

- Participated in radio shows regarding the support of the Brunch Bill.

Jane Tabb

- Attended the Economic Development Conference at the Skyline Terrance and Ballroom at Hollywood Casino.
- Attended a WV Promise meeting.
- Attended an ESA meeting.

- Gave a presentation at Blue Ridge CTC regarding Agri-Business.

Dale Manuel

- Chaired a Day Report Center Meeting
- Attended a Bruch Bill Reception
- Attended the 3rd Thursday event in Downtown Charles Town
- Attended the Mad Monks Café Grand Opening.

16. The Commission meeting was adjourned at 3:15 pm on a motion by Mr. Manuel. Motion was seconded and unanimously approved.

PATRICIA A. NOLAND,
PRESIDENT

Respectfully submitted
Jessica D. Carroll
Administrative Assistant