

**AGENDA**  
**JEFFERSON COUNTY COMMISSION**  
**SECOND QUARTERLY SESSION - APRIL-JUNE 2017**  
**THURSDAY, MAY 18, 2017**  
**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**

- May 4, 2017

**APPROVAL OF ACCOUNTS PAYABLE**

- May 11, 2017
- May 18, 2017

**APPROVAL OF MANUAL CHECKS**

- May 5, 2017
- May 11, 2017
- May 18, 2017

**APPROVAL OF PAYROLL**

- May 4, 2017

**ANNOUNCEMENTS**

- Report if there are changes in the agenda if applicable

**PUBLIC COMMENT**

## **PRESENTATIONS**

1. 9:45 a.m. Angie Banks, Assessor  
- Signatures needed on the Certificates for the Land Book and Personal Property Books - Discussion/Action
2. 10:00 a.m. Magistrate Boober, Magistrate Rissler and Magistrate Senseney  
- Additional court room space needed - Discussion/Action
3. 10:15 a.m. Peter Dougherty, Sheriff  
- Request to fill open position - Discussion/Action  
- Request to hire new Trip Guard/Bailiffs - Discussion/Action
4. 10:30 a.m. Donnie Fisher  
- Approval of Proclamation declaring May as Neurofibromatosis Awareness Month - Discussion/Action
5. 10:45 a.m. **BREAK**
6. 11:00 a.m. Russell Burgess, IT Specialist  
- Update on Content Management and Permitting software project - Discussion/Action
7. 11:15 a.m. Roger Goodwin, Chief County Engineer  
- Complete Construction Bond Release for Panhandle Builder & Excavating, Inc. - Kent Cartridge Facility Expansion (File #S15-02) - Discussion/Action
8. 11:30 a.m. Dr. David Didden, Jefferson County Health Officer  
- Quarterly update on Jefferson County Board of Health
9. 11:45 a.m. Nathan Cochran, Assistant Prosecuting Attorney  
- Discuss issues over collection of unpaid and overdue impact fees - Possible Executive Session - Discussion/Action  
- Discussion of PSD Dissolution & Pending Appeal of the PSC Decision - Possible Executive Session - Discussion/Action

## **NEW BUSINESS**

10. Legislative Issues

## **COUNTY ADMINISTRATOR REPORTS**

- Motion to rescind decision made on April 6, 2017 regarding the WV Division of Highways' request to acquire property owned by the Jefferson County Commission - Discussion/Action

## **COUNTY COMMISSION REPORTS**

**11. 12:15 p.m. RECESS**

**----- EVENING SESSION -----**

**12. 7:00 p.m. Public Hearing**  
**- Amendments to the Emergency Ambulance Service Fee Ordinance -**  
**Discussion/Action**

**13. ADJOURN**

## **CORRESPONDENCE/INFORMATION**

**Reminder: Jefferson County Offices will be closed on Monday, May 29, 2017 in observance of Memorial Day.**

**Jefferson County Commission Notice of Intent to Appoint to the Jefferson County Board of Health.**

**Jefferson County Commission Notice of Intent to Appoint to the Summit Point Library Committee.**

**Jefferson County Commission Notice of Intent to Appoint to the Jefferson County Parks and Recreation Commission.**

**Memorandum from the Jefferson County Department of Engineering - Office of Impact Fees re: Impact Fee Status Report - April, 2017.**

**Jefferson County Public Service April 3, 2017 Regular Board Meeting Minutes.**

**WV Lottery Weekly Settlement for Charles Town - week ending April 29, 2017.**

**WV Lottery Weekly Settlement for Charles Town - week ending May 6, 2017.**



## Minutes

### Jefferson County Commission

Thursday, May 4, 2017

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A meeting of the Jefferson County Commission was held on Thursday, May 4, 2017 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 Josh Compton, Caleb Hudson, Patricia Noland, Peter Onoszko 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, May 4, 2017 meeting is available through the Jefferson County Commission Office.)

#### PLEDGE OF ALLEGIANCE

Commissioner Noland led the Pledge of Allegiance.

#### APPROVAL OF MINUTES

**Motion by Ms. Noland to approve the April 18, 2017 Special Session Minutes as presented. Motion seconded and unanimously approved.**

**Motion by Ms. Tabb to approve the April 20, 2017 Regular Meeting Minutes as presented. Motion seconded and unanimously approved.**

#### APPROVAL OF PURCHASE ORDERS

**Motion by Ms. Noland to approve the Purchase Orders for May 4, 2017 to include Purchase Order No. 48574 in the amount of \$7,089.00. Motion seconded and unanimously approved.**

#### APPROVAL OF ACCOUNTS PAYABLE

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
078245	712	AT&T/GA		\$ -	\$ 60.60	\$ 60.60

078246	402	APPLE VALLEY OFF.PRODUCT		\$ -	\$ 124.56	\$ 124.56
078247	424	BOLAND SERVICES		\$ -	\$ 270.00	\$ 270.00
078247	425	BOLAND SERVICES		\$ -	\$ 136.00	\$ 136.00
078247	425	BOLAND SERVICES		\$ -	\$ 1,003.00	\$ 1,003.00
078247	425	BOLAND SERVICES		\$ -	\$ 166.00	\$ 166.00
078247	425	BOLAND SERVICES		\$ -	\$ 125.00	\$ 125.00
078248	PAYROLL	ELIZABETH JUNE BOWERS		\$ -	\$ 1,977.30	\$ 1,977.30
078249	425	DOUBLE RADIUS		\$ -	\$ 93.25	\$ 93.25
078250	700	FEDEX		\$ -	\$ 72.37	\$ 72.37
078251	717	GUTTMAN OIL CO		\$ -	\$ 3,100.56	\$ 3,100.56
078251	717	GUTTMAN OIL CO		\$ -	\$ 3,106.61	\$ 3,106.61
078251	717	GUTTMAN OIL CO		\$ -	\$ 3,251.64	\$ 3,251.64
078251	717	GUTTMAN OIL CO		\$ -	\$ 3,050.82	\$ 3,050.82
078252	403	JEFFERSON CENTER		\$ -	\$ 100.00	\$ 100.00
078253	401	SPIRIT OF JEFFERSON		\$ -	\$ 40.30	\$ 40.30
078253	401	SPIRIT OF JEFFERSON		\$ -	\$ 40.30	\$ 40.30
078253	401	SPIRIT OF JEFFERSON		\$ -	\$ 66.54	\$ 66.54
078253	401	SPIRIT OF JEFFERSON		\$ -	\$ 33.74	\$ 33.74
078253	402	SPIRIT OF JEFFERSON		\$ -	\$ 204.30	\$ 204.30
078254	712	ROBERT E. JONES III		\$ -	\$ 1,000.00	\$ 1,000.00
078255	425	LTBP DRYWALL		\$ -	\$ 200.00	\$ 200.00
078256	425	MILLER'S SUPPLIES AT WOR		\$ -	\$ 134.95	\$ 134.95
078256	425	MILLER'S SUPPLIES AT WOR		\$ -	\$ 653.00	\$ 653.00
078257	428	OFFICEMAX		\$ -	\$ 275.48	\$ 275.48
078257	428	OFFICEMAX		\$ -	\$ 1,284.67	\$ 1,284.67
078258	425	RCS SECURITY		\$ -	\$ 282.00	\$ 282.00
078259	712	SPILLMAN TECHNOLOGIES IN		\$ -	\$ 900.00	\$ 900.00
078260	PAYROLL	DUSTIN TABLER		\$ -	\$ 626.71	\$ 626.71
<b>TOTAL</b>					<b>\$ 22,379.70</b>	<b>\$ 22,379.70</b>

**Motion by Ms. Noland to approve the Accounts Payable for April 27, 2017 in the amount of \$22,379.70. Motion seconded and unanimously approved.**

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
078263	PAYROLL	BOOTH AND MCCARTHY		\$ -	\$ 231.00	\$ 231.00
078264	PAYROLL	BUREAU F/CHILD SUPPORT		\$ -	\$ 49.85	\$ 49.85
078265	PAYROLL	BUREAU F/CHILD SPprt ENF		\$ -	\$ 212.31	\$ 212.31
078266	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 461.54	\$ 461.54

078267	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 119.54	\$ 119.54
078268	406	CASTO & HARRIS INC		\$ -	\$ 1,223.93	\$ 1,223.93
078268	413	CASTO & HARRIS INC		\$ -	\$ 116.30	\$ 116.30
078269	425	CITY OF CHARLES TOWN		\$ -	\$ 40.00	\$ 40.00
078270	425	OLD CHARLES TOWN LIBRARY		\$ -	\$ 1,500.00	\$ 1,500.00
078271	402	CLERK OF CO. COMSSION		\$ -	\$ 29.50	\$ 29.50
078272	700	TIM CARROLL		\$ -	\$ 9.94	\$ 9.94
078273	PAYROLL	DELTA DENTAL OF WV		\$ -	\$ 6,197.49	\$ 6,197.49
078274	403	ENVELOPE SUPERSTORE		\$ -	\$ 811.85	\$ 811.85
078275	712	CHRISTOPHER ENGLE		\$ -	\$ 81.00	\$ 81.00
078276	PAYROLL	JOSEPH FORMAN		\$ -	\$ 353.86	\$ 353.86
078277	700	JOSEPH FORMAN		\$ -	\$ 9.53	\$ 9.53
078278	425	OX PAPERBOARD CO		\$ -	\$ 35.00	\$ 35.00
078279	PAYROLL	THE HARTFORD		\$ -	\$ 2,305.05	\$ 2,305.05
078279	PAYROLL	THE HARTFORD		\$ -	\$ 4,205.20	\$ 4,205.20
078280	425	JEFFERSON COUNTY SOLID		\$ -	\$ 7.90	\$ 7.90
078281	425	JEFFERSON RENTAL		\$ -	\$ 16.29	\$ 16.29
078282	PAYROLL	JEFFERSON SECURITY BANK		\$ -	\$ 5,485.00	\$ 5,485.00
078283	PAYROLL	HIGHMARK WV		\$ -	\$ 168,594.72	\$ 168,594.72
078284	PAYROLL	HELEN M. MORRIS, TRUSTEE		\$ -	\$ 415.00	\$ 415.00
078285	PAYROLL	MILLENIUM INSURANCE GROU		\$ -	\$ 750.00	\$ 750.00
078286	PAYROLL	NATIONWIDE RETIREMENT		\$ -	\$ 749.00	\$ 749.00
078287	PAYROLL	NATIONAL VISION ADMIN.		\$ -	\$ 1,731.54	\$ 1,731.54
078288	425	GENE POPKINS		\$ -	\$ 1,252.28	\$ 1,252.28
078289	PAYROLL	RETIREE HLTH BENEFIT TRS		\$ -	\$ 6,126.00	\$ 6,126.00
078290	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 10,060.82	\$ 10,060.82
078290	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 43,019.20	\$ 43,019.20
078290	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 39,407.62	\$ 39,407.62
078291	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 114.75	\$ 114.75
078292	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 315.00	\$ 315.00
078292	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 3,125.00	\$ 3,125.00
078293	PAYROLL	DUSTIN TABLER		\$ -	\$ 1,084.19	\$ 1,084.19
078294	700	LARRY THOMPSON		\$ -	\$ 5.55	\$ 5.55
078295	401	US POSTAL SERVICE		\$ -	\$ 20,000.00	\$ 20,000.00
078296	405	THOMSON REUTER - WEST		\$ -	\$ 423.00	\$ 423.00
078296	405	THOMSON REUTER - WEST		\$ -	\$ 1,255.50	\$ 1,255.50
078297	PAYROLL	BENJAMIN S. WILLIAMS		\$ -	\$ 66.05	\$ 66.05
078298	700	WILLIAM WALTERS		\$ -	\$ 8.25	\$ 8.25
078299	402	W.B. MASON CO. INC		\$ -	\$ 10.58	\$ 10.58
078299	404	W.B. MASON CO. INC		\$ -	\$ 187.04	\$ 187.04

078300	712	ERIKA WILKINS		\$ -	\$ 81.00	\$ 81.00
078301	402	XEROX CORPORATION		\$ -	\$ 343.94	\$ 343.94
078301	402	XEROX CORPORATION		\$ -	\$ 582.79	\$ 582.79
078301	402	XEROX CORPORATION		\$ -	\$ 332.24	\$ 332.24
078301	440	XEROX CORPORATION		\$ -	\$ 551.15	\$ 551.15
<b>TOTAL</b>					<b>\$ 324,094.29</b>	<b>\$ 324,094.29</b>

**Motion by Ms. Noland to approve the Accounts Payable for May 4, 2017 in the amount of \$324,094.29. Motion seconded and unanimously approved.**

### **APPROVAL OF PAYROLL**

**Motion by Ms. Noland to approve the Payroll for April 20, 2017 in the amount of \$241,515.54**

### **PUBLIC COMMENT:**

David Tabb, resident – notified the Commission of his mother’s death and stated that his mother was his inspiration for fighting for what’s “right” and what is “needed.”

### **PRESENTATIONS**

1. Debbie Viands, CEOS Council President – requested the approval of a proclamation for CEOS Week, May 21 – May 27, 2017.
  - **Motion by Ms. Tabb to approve the Proclamation to declare the week of May 21 – May 27, 2017 as West Virginia Community Education Outreach Service Week. Motion seconded and unanimously approved.**
2. Janet Young Spry, US Census Bureau – requested a discussion with the Commission to provide an overview of the 2020 Census Local Update of Census Addresses Operation (LUCA) – this item was postponed due to a last-minute emergency.

3. Interviews and Appointments to the Jefferson County Public Service District – one unexpired term ending December 1, 2021
  - **Motion by Mr. Compton to appoint Roger Forshee to the Jefferson County Public Service District for one unexpired term ending December 1, 2021. Motion seconded and passes on a vote of 4-1 with Ms. Noland opposing.**
  
4. The Commission recessed for break at 10:30 am.  
The Commission reconvened at 10:45 am.
  
5. Michelle Gordon, Finance Director
  - Review of 2017 Budget to Actual as of 03/31/2017
  - Review of Highmark Medical Insurance and Renewal Options and Selection of Plan for FY2018
  - **Motion by Mr. Onoszko to approve the Highmark Medical Insurance Renewal Option #1 for 2018. Motion seconded and unanimously approved.**
    - Review of Delta Dental Renewal for FY2018
    - Review of Life Insurance Renewal for FY2018
    - Review of Vision Plan for FY2018
  - Motion by Ms. Tabb to renew the Delta Dental and Hartford Life Insurance for 2018.
  
6. Nathan Cochran, Assistant Prosecuting Attorney
  - Discuss legal and procedural issues regarding notice of personnel claim – Possible Executive Session.
  - **Motion by Ms. Noland to enter into Executive Session to discuss Personnel Matters. Motion seconded and unanimously approved.**
  - **Motion by Mr. Compton to come out of Executive Session. Motion seconded and unanimously approved.**
  - **Motion by Ms. Tabb to authorize Mr. Cochran move forward in resolving the issue with the City of Charles Town and the Charles Town Women’s Center. Motion seconded and unanimously approved.**

7. William Rohrbaugh, Attorney – discussion of issues related to the Jefferson County Public Service District assets and dissolution and selection of County Commission representative for working group regarding sewer consolidation.
  - **Motion by Mr. Compton to enter into Executive Session to receive legal counsel. Motion seconded and unanimously approved.**
  - **Motion by Mr. Onoszko to come out of Executive Session. Motion seconded and unanimously approved.**
    - Commissioner Compton nominated Commissioner Onoszko as the County Commission representative for the sewer consolidation working group while Commissioner Noland nominated Commissioner Compton. Commissioner Onoszko received one vote (Mr. Compton) while Mr. Compton received three votes (Ms. Noland, Mr. Onoszko, Mr. Hudon – Ms. Tabb was absent for this vote), therefore, Commissioner Compton was appointed to the sewer consolidation working group.

## **NEW BUSINESS**

8. Legislative Issues
  - The Commission spoke about Senate Joint Resolution 8, which would eliminate personal property tax but would dramatically increase real estate taxes. The Commission spoke to Angela Banks, Assessor, about the impact the Resolution would potentially have on the citizens of the state. It was the consensus of the Commission to write a letter to the legislators stating they were against SJR8.
9. Approval of the Memorandum of Understanding between the Supreme Court of Appeals and the Jefferson County Commission relating to the Family Court rent and Circuit Courtroom upgrades.
  - **Motion by Mr. Onoszko to approve the MOU between the Supreme Court of Appeals and the Jefferson County Commission relating to the Family Court rent and Circuit Courtroom upgrades. Motion seconded and unanimously approved.**
10. Request for waiver of late fee – Ambulance Fee Bill – Robin Gallagher

- **Motion by Ms. Tabb to pay Ms. Gallagher’s late fee of \$30, split five ways by all Commissioners. Motion seconded and unanimously approved.**

11. Discuss and explain the Levy Rate Process

## **COUNTY ADMINISTRATOR REPORTS**

- Update on Special Election – Ms. Grove notified the Commission the State would be paying for the upcoming Special Election.
- Text Message Alerts – Ms. Grove informed the Commission about a text message alerts system that Commission staff would begin using to inform the public of various items of interest, including public hearings and notices of appointment to boards and committees.

12. The Commission recessed for break at 12:30 pm.  
The Commission reconvened at 7:00 pm.

13. Public Hearing – The Jefferson County Commission shall hold a hearing and take evidence on the proposed dissolution of the Jefferson County Public Service District. The proposed dissolution is contingent upon a plan for the acquisition of the District’s assets and customers being presented to the County Commission by the Charles Town City Council and/or its Utility Board, for ratification by the County Commission, and subject to the consent and approval of the Public Service Commission of West Virginia.

Commissioners Onoszko opened the Public Hearing at 7:02 pm. Public comments were made by the following:

Jacquelyn Milliron, resident – spoke in favor of the dissolution of the JCPSD.

Todd Milliron, resident – also spoke in favor of the dissolution of the JCPSD.

Russ Patrick, resident – stated the JCPSD is the “middleman” of the local utilities and should be taken out of the equation.

Matt Parker, resident – stated he supported the dissolution of the JCPSD because the “slate needed to be wiped clean” to “remove opportunities for corruption.”

Angelita White, resident – also supports dissolution of the JCPSD, stating she believes the Charles Town Utility Board should take over.

Neal Nilsen, resident – stated he was not in favor of dissolution but of consolidation of all local utilities.

Elaina Maze, resident – spoke in favor of the dissolution of the JCPSD.

Nicole Mello, resident – spoke in favor of the dissolution of the JCPSD, stating her rates were currently more expensive than the rates she previously paid while living in New Jersey.

Dan Harris, resident – stated he supports the dissolution of the JSPD.

Nancy McBride, resident – stated she was not in favor of the dissolution of the JCPSD because there was no plan in place for County residents if the JCPSD were to be dissolved.

Dan Vickerton, West Virginia American Water Company – stated the County should consider public/private partnerships in terms of water and sewer utilities.

Rebecca Sullivan, resident – spoke in favor of the dissolution of the JCPSD and stated she would like to be kept up to date on the happenings of this subject.

Susan Destephanis, resident – also spoke in favor of the dissolution of the JCPSD.

Joyce & Ron Anderson, residents – spoke in support of the dissolution of the JCPSD, stating the rates were the highest they've paid in the course of their lives.

Roger Forshee, resident – stated he was the newly appointed board member for the JCPSD and hoped he could help bring relief to the ratepayers of the JCPSD.

Heidi Parker, resident – spoke in support of the dissolution of the JCPSD.

Todd Cole, resident – also spoke in favor of the dissolution of the JCPSD.

Debbie Johnson, resident – stated she supported the dissolution of the JCPSD.

Andrew Johnson, resident – spoke in support of the dissolution of the JCPSD and also praised the late Peter Appignani for working to support the ratepayers during his time on the JCPSD board.

Jennie Thacker, resident – stated she was not in support of the dissolution of the JCPSD because she was worried about those in the rural areas who may not have adequate utility service.

Jack Hefestay, resident – spoke in support of the dissolution of the JCPSD.

Marchelle Pitcher, resident – presented a petition she had circulated support the dissolution of the JCPSD.

Sara Smith, resident – spoke in support of the dissolution of the JCPSD.

Leonard Bradley, resident – spoke in support of the dissolution of the JCPSD.

Marilyn Richfort, resident – also spoke in support of the dissolution of the JCPSD.

There being no additional comments, Commissioner Onoszko closed the floor for public comments but noted the record would be kept open for until the City of Charles Town and/or the Charles Town Utility Board made a presentation to the County Commission regarding their plan for taking control of the assets of the Jefferson County Public Service District.

There being no further business, motion by Ms. Noland to adjourn at 8:07pm. Motion seconded and unanimously approved.

PETER ONOSZKO, PRESIDENT

Respectfully submitted  
Jessica D. Carroll  
Administrative Assistant



**MANUAL CHECK**

**MAY 5, 2017**

<b>HOME DETETION -008</b>			
Date	Check #	VENDOR	Amount
05/05/17	564	UNITED BANK	\$ 65.86
<b>ASSESSOR VALUATION - 056</b>			
Date	Check #	VENDOR	Amount
5/5/2017	620	STEPHENS AUTO CENTER	\$ 52,425.00
5/5/2017	621	WVAGP	\$ 90.00
<b>DRUG FORFEITURE - 074</b>			
Date	Check #	VENDOR	Amount
5/5/2017	349	UNITED BANK	\$ 2,340.00
<b>BARDANE - 244</b>			
Date	Check #	VENDOR	Amount
5/5/2017	616	UNITED BANK	\$ 470.40
<b>SHERIFF C/O - 246</b>			
Date	Check #	VENDOR	Amount
5/5/2017	1595	MILLER'S SUPPLIES AT WORK	\$ 40,055.91
5/5/2017	1596	LTBP DRYWALL	\$ 525.00
5/5/2017	1967	LEIDYS CUSTOM WOODWORKING	\$ 7,346.70
5/5/2017	1598	MOUNTAIN AIR HEATING&COOLING	\$ 1,917.26
5/5/2017	1599	WINCHESTER FLOORING INC	\$ 12,000.00
5/5/2017	1600	RCS SECURITY	\$ 4,108.50
5/5/2017	1601	G & TRIPLE T LLC	\$ 3,330.00
5/5/2017	1602	ZMM ARCHITECTS & ENGINEERS	\$ 1,350.00
5/5/2017	1603	TRENARY	\$ 5,782.50
5/5/2017	1604	SHERWIN WILLIAMS	\$ 309.45
<b>IMPACT FEES - 249</b>			
Date	Check #	VENDOR	Amount
5/5/2017	1088	SHERIFF JEFFERSON CO -SCHOOL	\$ 106,481.16
5/5/2017	1089	SHERIFF JEFFERSON CO - LAW	\$ 1,799.71
5/5/2017	1090	SHERIFF JEFFERSON CO - PARKS	\$ 7,960.50
5/5/2017	1091	SHERIFF JEFFERSON CO - EMS	\$ 885.36
<b>TOTAL</b>			<b>\$ 249,243.31</b>



DESCRIPTION	Fund 001 CO.	Fund 003 Dog	Total
Gross Wages	\$ 360,675.61		\$ 360,675.61
6.2% Tax Payable OASDI	21,509.60		\$ 21,509.60
1.45% Tax Payable HI	5,030.41		\$ 5,030.41
Fed Withholding	39,407.62		\$ 39,407.62
WV State Withholding	15,533.43		\$ 15,533.43
PERS Retirement Deduct 4.5%	11,496.66		\$ 11,496.66
PERS Retirement Deduct 6%	1,812.79		\$ 1,812.79
Hosp. Pre-Tax	11,264.00		\$ 11,264.00
Cancer/ICU Pre-Taxed	1,003.63		\$ 1,003.63
Cancer/ICU Not Pre-Taxed	809.81		\$ 809.81
Optional Life Not Pre-Taxed	2,098.60		\$ 2,098.60
Christmas Club	5,485.00		\$ 5,485.00
Wage Attach #1	1,276.93		\$ 1,276.93
Wage Attach #3	212.31		\$ 212.31
DSRS Retirement Deduct 8.5%	4,887.13		\$ 4,887.13
457 - Nationwide	749.00		\$ 749.00
457i - Empower	3,125.00		\$ 3,125.00
457R - Roth	315.00		\$ 315.00
MD State Tax	467.95		\$ 467.95
D/VF	1,478.97		\$ 1,478.97
VA. State Tax	83.17		\$ 83.17
COLONIAL(PLUS)	102.55		\$ 102.55
Total Deductions	\$ 128,149.56	\$ -	\$ 128,149.56
Net Wages Total	\$ 232,526.05	\$ -	\$ 232,526.05
Payroll Date	4-May-2017		



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



Name: Angie Banks, Assessor

Department or Organization: **Assessor's Office**

Estimation of amount of time needed for appointment:

Date Requested – 1<sup>st</sup> Choice: **May 18, 2017**

*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*):

✚ Need County Commission signatures on the Certificates for the Land Book and Personal Property Books

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: Magistrate Boober, Rissler and Senseney

Department or Organization: Magistrate Court

Estimation of amount of time needed for appointment: 20 to 30 minutes

Date Requested – 1<sup>st</sup> Choice: *May 18, 2017*  
*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*): additional court room space for prisoners, victims and attorney/client meeting room

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

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: Gail Boober  
Email address: [gail.boober@courtswv.gov](mailto:gail.boober@courtswv.gov)

Phone Number: 304-279-1364

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

not applicable





Name: Peter Dougherty

Department or Organization: JCSO

Estimation of amount of time needed for appointment: 15 min

Date Requested – 1<sup>st</sup> Choice: 5/18/2017

*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) Fill Open Position  
2) Hire new Trip Guards/Bailiffs

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

- 1) A candidate has been chosen to fulfill the Administrative Assistant/Data Entry Specialist position left vacant by the transfer of DIAnn Brown to the Tax Office.
- 2) I am requesting to add two individuals to the roster that can be drawn upon to fulfill the duties of Trip Guard and/or Bailiff.

Is this a funding request?  
If so, how much?

N  
\$

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

- 1) I move to approve the hire of the chosen candidate for the position of Administrative Assistant/Data Entry Specialist.
- 2) I move to approve the hire of Robert Petersen Sr and Anthony Herbert III for the position of Trip Guard/Bailiff.

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

Is equipment needed?

Projector  N Internet/WI FI  N Telephone for conference call  N

Contact information:

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

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

Click here to enter text.



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



Name: Donnie Fisher

Department or Organization:

Estimation of amount of time needed for appointment:

Date Requested – 1<sup>st</sup> Choice: **May 18, 2017**

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

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

Subject (*Wording to be placed on agenda*): Approval of Proclamation declaring May as Neurofibromatosis Awareness Month

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? \$0.00

Provide exact financial impact/request:

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

Requesting that the County Commission approve proclamation, allow us to display information for NF awareness Month on County Property, and request the ability to light something Blue in honor of NF Awareness.

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



## PROCLAMATION

Whereas, The Children's Tumor Foundation is observing May 17, 2017 as World Neurofibromatosis (NF) Awareness Day to educate the public about this rare genetic disorder; and

Whereas, Although over 2 million people around the world are living with NF and 1 in every 3000 births is diagnosed with NF, it is still relatively unknown to the public; and

Whereas, NF affects all populations equally, regardless of race, ethnicity or gender; and

Whereas, NF causes tumors to grow on nerves throughout the body and also can affect development of the brain, cardiovascular system, bones and skin; and

Whereas, the disorder can lead to blindness, deafness, bone abnormalities, disfigurement, learning disabilities, disabling pain, and cancer; and

Whereas, The Children's Tumor Foundation leads efforts to promote and financially sponsor world-class medical research aimed at finding effective treatments and, ultimately, a cure for NF; and

Whereas, The Children's Tumor Foundation is actively fostering collaborative partnerships in both science and industry to speed the drug research and development process through a number of consortia called Synodos; and

Whereas, The Children's Tumor Foundation works to improve access to quality patient healthcare through its national NF Clinic Network; and

Whereas, The Children's Tumor Foundation provides patient and family support through its information resources, youth programs, and local chapter activities; and

Whereas, much remains to be done in raising public awareness of NF to help promote early diagnosis, proper management and treatment, prevention of complications, and support for research;

**Now Therefore Be It Resolved by the County Commission of Jefferson County, West Virginia:**

That May 2017, is hereby recognized as World Neurofibromatosis Awareness Month in Jefferson County, West Virginia.

Passed May 18, 2017

---

Peter Onoszko, President  
Jefferson County Commission

Dear Jefferson County Commission,

This year during the month of May, specifically May 17<sup>th</sup> for World Awareness Day, we are part of a nationwide call to action to bring attention to a genetic disorder that causes tumors to grow on nerves throughout the body, and affects more than 125,000 people living in the United States and 2 million people worldwide. On behalf of the Children's Tumor Foundation, the world's leading organization dedicated to neurofibromatosis (NF) research, we are seeking Charles Town, WV recognizing the month of May.

We live in Middleway, WV with our three children. Our youngest, Khloe, was diagnosed 4 years ago with Neurofibromatosis. My grandparents, my parents as well as both of us were born and raised here in Jefferson County.

Last year, Governors around the country supported the cause, including those from New York, Virginia, Arkansas, Utah and Tennessee, among others. We have recently reached out to Governor Justice regarding WV coming on board in 2017 in making a proclamation for NF Awareness during the month of May.

I am reaching out to inquire about having Jefferson County landmark being lit up blue for the Month of May or May 17<sup>th</sup>, 2017. We are working on a call to action to "Shine a Light on NF" and bring attention to this genetic disorder that affects so many. Last year more than 145 landmarks across the globe helped us Shine a Light on NF, including Niagara Falls. This year Ford Field and the Federal Reserve plus 10 more places in Detroit alone will be Shining a Light on NF.

NF is classified as a rare disease and to see such visible support in our hometown will lead to tremendous excitement and pride among the entire NF community, here in the US and abroad.

Many Thanks for your consideration in advance,

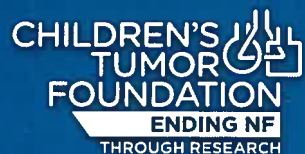
Donnie and Kara Fisher

May is **Neurofibromatosis (NF)**  
Awareness Month

# SHINE A LIGHT ON NF

**Shine a Light on NF** is a grassroots initiative that brings NF awareness into the community by lighting up buildings, bridges, monuments and other landmarks in blue and green. Shine a Light on NF is one part of the Children's Tumor Foundation's NF Awareness Month campaign. In 2016, 146 landmarks across the country and around the world participated.

**What is NF?** Neurofibromatosis, or NF, is a genetic disorder that causes tumors to grow on nerves throughout the body. NF affects one in 3,000 people of all populations. There is currently no cure, but the Children's Tumor Foundation, the world's leading organization dedicated to NF, is driving research, expanding knowledge and advancing care for the NF community.



## WHAT WE'RE ASKING YOU TO DO:

- **Light up blue** (and green, if you have the capacity for multiple colors) on May 17, 2017, World NF Awareness Day. (Or any other day available in May.)
- **Post a photo** on your social media platforms (or share ours); tag us and use the campaign's official hashtag, #EndNF, in your post

## POTENTIAL REACH

- Infused into all Foundation Awareness Month communications
- Listed on a [ctf.org](http://ctf.org) dedicated NF Awareness Month webpage
- *NF News*, the official newsletter of the Children's Tumor Foundation
- Mentions and photos on multiple CTF social media posts
- Press releases and media placements
- Communication nationwide to CTF volunteers
- Community viewing parties



### For more information, please contact:

Rebecca Harris  
Public Relations Manager  
(646) 738-8563 | [RHarris@ctf.org](mailto:RHarris@ctf.org)

@childrenstumor



[ctf.org](http://ctf.org)



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



Name: Russell Burgess

Department or Organization: Jefferson County Commission Information Technology

Estimation of amount of time needed for appointment:

Date Requested – 1<sup>st</sup> Choice: 5/18/17

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

Subject (*Wording to be placed on agenda*): Update on Content Management and Permitting software project

Please provide the County Commission with a description of your request or presentation, including any background information: In order to reduce paper, go digital, create efficiencies, improve review workflows, and engage the citizen and development community in modern technology solutions, the Engineering, Planning, Zoning and GIS Department will partner with IT and the South Central Planning and Development Commission to implement an online permitting and land development application review tools. The software is proven successful and made by government for government. Additional benefits include reduction of file storage, less risk for error, redundancy, or loss to flood or fire, increased government transparency and easier FOIA requests.

Is this a funding request? Y/N NO

If so, how much? \$

Provide exact financial impact/request: Funding is approved and available within budget

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*): Move to approve intergovernmental agreement to procure permitting, planning and zoning review, building inspection, ordinance compliance and GIS integration software.

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: Roger Goodwin  
Department or Organization: Engineering  
Estimation of amount of time needed for appointment: 5 minutes

Date Requested – 1<sup>st</sup> Choice: May 18, 2017  
*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*): Complete Construction Bond Release for Panhandle Builders & Excavating, Inc. – Kent Cartridge Facility Expansion (File #S15-02)

Please provide the County Commission with a description of your request or presentation, including any background information: Complete release of construction bond security for Panhandle Builders & Excavating, Inc. – Kent Cartridge Facility Expansion (File #S15-02) – Performance Bond No. 1001046865 with United States Surety Company, Timonium, MD.

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 complete release of the remaining \$87,842.00 from the construction bond for Panhandle Builders & Excavating, Inc. – Kent Cartridge Facility Expansion (File #S15-02).

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**





## 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**

*Peter Onoszko*

May 18, 2017

**VICE PRESIDENT**

*Jane Tabb*

Jamie Graham, Attorney-in-Fact

United States Surety Company

**COMMISSIONER**

*Josh Compton*

21- W. Aylesbury Road

Timonium, MD 21093

**COMMISSIONER**

*Caleb Hudson*

RE: Performance Bond No. 1001046865 dated September 17, 2015, Construction Bond Surety for Panhandle Builders & Excavating, Inc. - Kent Cartridge Facility Expansion (File #S15-02).

**COMMISSIONER**

*Patricia Noland*

Dear Jamie Graham:

The Jefferson County Commission authorizes a complete release of the remaining \$87,842.00 from the construction bond for Panhandle Builders & Excavating, Inc. – Kent Cartridge Facility Expansion (File #S15-02). This project is located on the north side of Hite Road-Route 1/4 at its intersection with Jefferson Orchard Road-Route 5/1. The work appears to be 100% complete.

In summary, you are hereby authorized to fully release the remaining amount of the above referenced Performance Bond No. 1001046865 originally issued in the amount of \$87,842.00. Please contact the Jefferson County Department of Engineering at (304)-728-3257 if you have any questions.

Sincerely,

Peter Onoszko, President  
Jefferson County Commission

PO:rfb

cc: Mr. Allen Henry  
Panhandle Builders & Excavating  
222 Langston Boulevard  
Martinsburg, WV 25404  
Department of Engineering

County Administrator  
*Stephanie Grove*

Deputy County Administrator  
*Sandy Swisher McDonald*

JEFFERSON COUNTY, WEST VIRGINIA  
 Engineering Department  
 116 East Washington Street, P.O. Box 716  
 Charles Town, West Virginia 25414

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

Phone: 304-728-3257  
 Fax: 304-728-3953

**BOND REDUCTION or RELEASE REQUEST - REPORT**

Date Received: 07 / 05 / 2016

J.C.P.C. File No. S15 - 02

Consultant/Engineer/Firm Name: GORDON

Mailing Address: 301 N. MILDRED ST.

City: CHARLES TOWN State: WV Zip: 25914

Contact Person: JASON GERHART Phone: 304 + 725 - 8456

Project/Subdivision Name: KENT CARTRIDGE 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: ALL WORK APPEARS TO BE COMPLETE, AND THE SITE STABILIZED.

RECOMMEND FULL RELEASE OF BOND.

APPROVED FOR:  
 BOND RELEASE  
Jason Gerhart  
 07/15/2016

Original Bond Amt. \$ 72,892 + 15% Cont. \$ 15,000 = Total Original Bond Amt. \$ 87,892

Total Current Bond Amount \$ 87,892.00

Cost of Work Remaining \$ 0.00 + Contingency Amount \$ 0.00

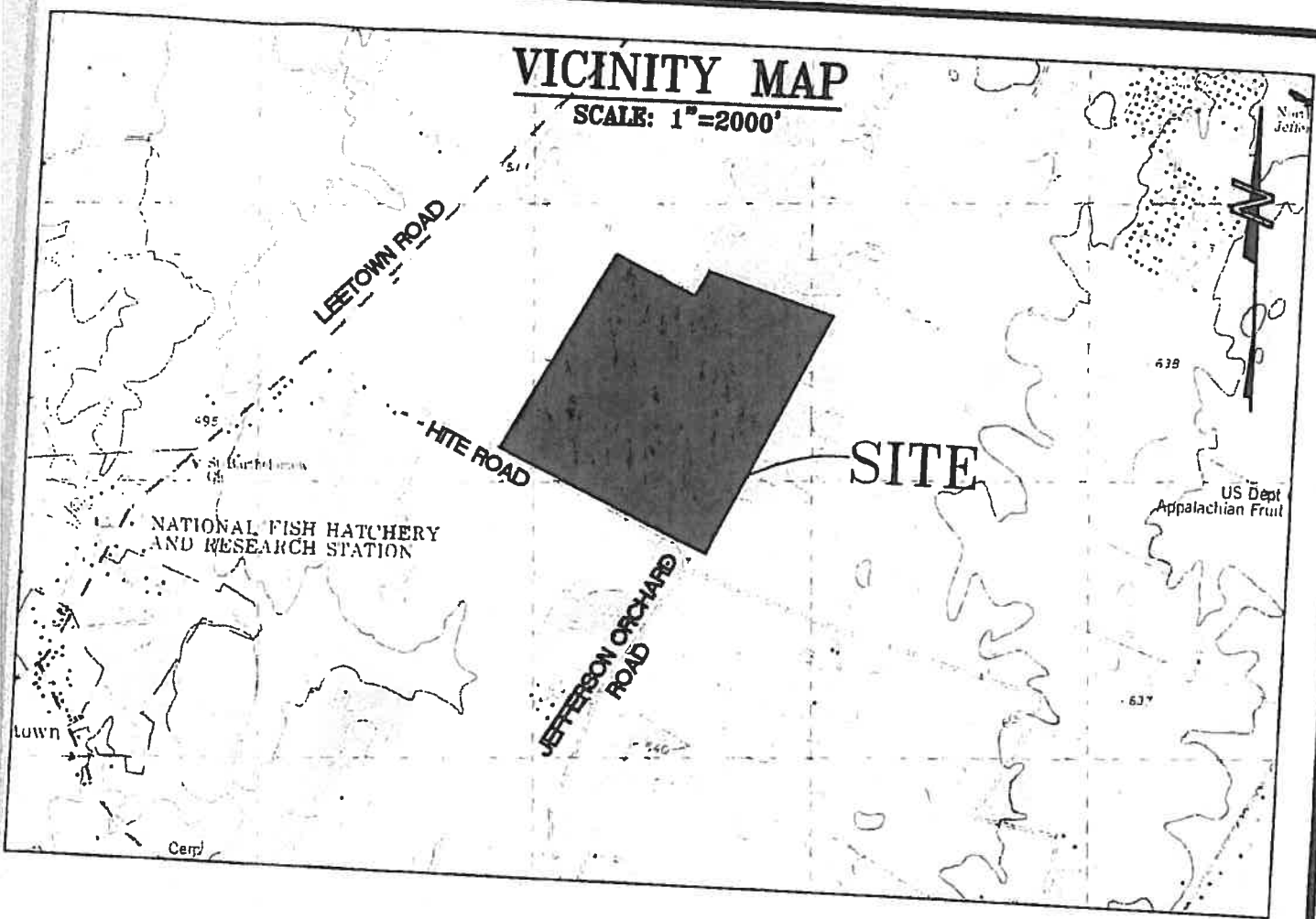
= Approved for Revised Bond Amount \$ 0.00

Reviewed By: Joseph W. Kent Title: L.D.I.

Signature: [Signature] Date: 07 / 15 / 2016

# VICINITY MAP

SCALE: 1"=2000'



## LIST OF DRAWINGS

Sheet Number	Sheet Title
01	COVER SHEET
02	GENERAL NOTES AND DETAILS
03	EXISTING CONDITIONS
04	SITE PLAN
05	SIGHT DISTANCE PLAN AND PROFILE
06	STORMWATER MANAGEMENT NARRATIVE
07	EROSION AND SEDIMENT CONTROL NARRATIVE



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



Name: Dr. David Didden, Health Officer

Department or Organization: Jefferson County Health Department

Estimation of amount of time needed for appointment: 30 minutes

Date Requested – 1<sup>st</sup> Choice: ~~May 7~~

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

Date Requested – 2<sup>nd</sup> Choice: May 18

Subject (*Wording to be placed on agenda*): Quarterly Update on Jefferson County Board of Health

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  Internet/Wi Fi  Telephone for conference call

Contact information: Marty Freeman

Email address: [marty.freeman@wv.gov](mailto:marty.freeman@wv.gov)

Phone Number: 304 728 8416

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

not applicable



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



Name: **Nathan Cochran, Assistant Prosecuting Attorney**

Department or Organization:

Estimation of amount of time needed for appointment:

Date Requested – 1<sup>st</sup> Choice: **May 18, 2017**

*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*):

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

- **Discuss issues over collection of unpaid and overdue impact fees – Possible Executive Session - Discussion/Action.**
- *Discussion of PSD Dissolution & pending appeal of the PSC decision*

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 PUBLIC HEARING  
COUNTY COMMISSION OF JEFFERSON COUNTY  
AMENDMENTS TO THE EMERGENCY AMBULANCE SERVICE FEE ORDINANCE**

The County Commission of Jefferson County will hold a public hearing concerning Amendments to the Emergency Ambulance Service Fee Ordinance on Thursday, May 18, 2017 at 7:00 p.m. in the County Commission meeting room located at the Old Charles Town Library meeting room 200 East Washington Street, Charles Town, West Virginia.

At this hearing, the Commission will receive public comment concerning the amendments to the Emergency Ambulance Service Fee Ordinance.

Anyone wishing to provide written or oral comment may do so at this meeting or you may send comments to [info@jeffersoncountywv.org](mailto:info@jeffersoncountywv.org).

A copy of the proposed ordinance may be obtained at the offices of the County Commission of Jefferson County, 124 E. Washington Street, Charles Town, WV, or on the County website at: [www.jeffersoncountywv.org](http://www.jeffersoncountywv.org)

The public is invited to attend.

A decision will be made after the public hearing.

**By Order of The County  
Commission of Jefferson County  
Peter Onoszko, President**



# **JEFFERSON COUNTY**

## **EMERGENCY AMBULANCE SERVICE FEE ORDINANCE**

**Amendment Effective July 1, 2017**

### **SECTION 1 – LEGISLATIVE AUTHORITY**

This Ordinance concerns the imposition and collection of a special emergency ambulance service fee and is adopted under the authority of Chapter 7, Article 15, Section 17, of the Code of West Virginia, as amended.

### **SECTION 2 – PURPOSE**

This Ordinance is enacted by the Jefferson County Commission for the purpose of providing career Fire Fighter/Paramedics and Fire Fighter/EMTs to maintain an adequate emergency ambulance system within the geographic boundaries of Jefferson County, West Virginia. An adequate emergency ambulance system is necessary to promote the health and welfare of the citizens of Jefferson County. Emergency ambulance service is a public purpose and a responsibility of government for which public money may be spent.

### **SECTION 3 – DEFINITIONS**

**ACCESSORY STRUCTURE.** Any separate structure associated with a residential unit such as a garage, storage shed, workshop or otherwise located on the same parcel shall be included as part of the residential unit and not subject to a separate fee so long as it is not actually used as a residential or commercial unit. If a dispute arises with regard to whether or not a structure qualifies as accessory structure not subject to a separate fee, the burden is upon the owner to demonstrate that the structure is not a commercial or residential unit.

**AGRICULTURAL BUILDING –** Means structures which directly contribute to the operation of a farm and shall include any processing plant, milking parlor, farm equipment storage building, barn, silo, grain storage building, swinery, and temporary quarters furnished to farm employees without rent to assist in performance of employment duties as part of the terms of their employment. Agricultural buildings shall be exempt from any fee assessed under this Ordinance. However, the agricultural exemption does not apply to any ordinary residential unit located on a farm, such units shall be subject to the standard residential unit fee. In addition, any structure which conducts a retail commercial enterprise open to the general public, including but not limited to a distillery, butcher shop, winery, bed and breakfast, or retail nursery, shall be subject to the standard commercial unit fee even if located on a farm. The warehousing, processing, drying, storage, distribution and marketing of agricultural products for the wholesale marketplace when those activities are conducted in conjunction with, but are secondary to, husbandry or production conducted on the farm shall be exempt from the fee. If a dispute arises with regard to whether or not a structure qualifies as an exempt agricultural building, the burden is upon the owner to demonstrate that the structure contributes to the operation of a farm and is not a commercial or residential unit.

**COMMERCIAL UNIT** – Means commercial business, industrial activity or non-residential activity conducted for a profit (except those defined as an “Agricultural Unit” herein) including, but not limited to, any store, filling station, hotel, motel, industrial facility, warehouse, flea market, amusement park, camp ground, institutional living arrangement with centralized services such as nursing homes, assisted living or similar arrangement, a bed and breakfast, an entertainment venue, a club, bar or restaurants. In the case of commercial activity that occurs outdoors such as a flea market, camp ground or amusement park, such business shall be assessed a fee as a commercial unit unless a permanent structure associated with the use is already subject to a commercial fee at the same location. In the case of a commercial complex with more than one structure, such as a shopping center or business complex, each separate addressable structure shall be deemed a separate commercial unit and assessed a separate fee.

**EMERGENCY AMBULANCE SYSTEM** – Any emergency ambulance service provided pursuant to this ordinance.

**HOMESTEAD EXEMPTION:** shall mean an owner-occupied residential unit used exclusively for residential purposes and occupied by the owner or one of the owners who is a citizen of this state and who is sixty-five years of age or older or is permanently and totally disabled as that term may be defined by the Legislature, and which granted by, and recognized in the records of, the Assessor of Jefferson County as exempt from a portion of the ad valorem property taxation of Jefferson County as prescribed by general law. The burden shall be upon the owner claiming the exemption to present proof of same at the time the fee is paid. If sufficient proof is not provided, the owner shall pay the normal fee.

**OWNER** – Means the person, firm or corporation listed in the Jefferson County land records and/or records of the Assessor of Jefferson County as the owner of the unit as of July 1<sup>st</sup> of a given year.

**RESIDENTIAL UNIT** – Means any habitable structure intended for residential use, whether occupied or unoccupied, including, but not limited to, single-family homes, duplexes, vacation and secondary homes, mobile homes, apartments, condominiums and rental units. In the case of a structure which contains multiple independent addressable dwelling units, such as duplexes and apartments, each addressable unit shall be deemed to be a separate residential unit.

**SPECIAL EMERGENCY AMBULANCE SERVICE FEE** – Means the fee imposed by the Jefferson County Commission through this Ordinance and collected from the users of emergency ambulance service within Jefferson County.

**USER** – Means any person, firm or corporation to whom emergency ambulance transport service is made available.

#### **SECTION 4 - RATES**

The Emergency Ambulance Service Fee imposed under this Ordinance shall be for emergency ambulance service provided for a Jefferson County Fiscal Year July 1 to June 30.

The Emergency Ambulance Service Fee established by this Ordinance shall be **thirty five dollars (\$35.00) per residential unit** per Fiscal Year.

The Emergency Ambulance Service Fee for Commercial Units shall be **eighty-five dollars (\$85.00) per commercial unit** per Fiscal Year.

All those residents who have been granted a property tax Homestead Exemption by the Assessor in the tax year prior to July 1, 2014, and each year thereafter, shall pay a discounted fee of twenty dollars (\$20.00) on their personal residence.

The Fee imposed under this ordinance shall be the responsibility of the record owner of the unit as of July 1<sup>st</sup>, each year. The Fee assessed and levied under the provisions of the ordinance shall be a personal obligation of the owner of the unit. The Fee shall be due and payable July 1<sup>st</sup> of each year for taxable units owned as of July 1<sup>st</sup> for services to be rendered in the fiscal year. On or before, July 31<sup>st</sup> of each year, a bill shall be mailed to the owner's mailing address on record with the Assessor of Jefferson County.

For each service year, accounts paid on or after October 1 through December 31 the fee shall increase by \$5. For accounts paid on or after January 1 through March 31 of a given service year, the fee shall increase by an additional \$10, whichever is greater.

Fees delinquent on or after the First day of April the year after they became due and payable shall be forwarded to the County Commission. The County Commission, in its sole discretion, may collect unpaid fees through civil action filed in a court of competent jurisdiction. Such suit need not be brought in the same fiscal year the fee was billed. In any suit for collection of delinquent fees, the Commission is authorized to recover its reasonable costs of collection, including court costs, attorney's fees, service costs and statutory interest.

If any person believes he or she was erroneously charged an emergency service fee, the County Commission shall provide, upon the person's request, an exoneration form. The form shall be completed and returned to the County Commission no later than September 30 of the Fiscal Year for which the fee applies. The County Commission staff shall, within a reasonable time, investigate any request for exoneration. The County Commission shall, at its next regular meeting after completion of the investigation, consider each written request for exoneration and staff's recommendation regarding the exoneration request. If good cause for exoneration is found by the County Commission, the Commission shall exonerate or modify the imposed charges, and shall notify the person in writing of its actions. If the Commission does not exonerate or modify as requested by the applicant, the person requesting exoneration may appeal to the Circuit Court of Jefferson County. The appeal must be filed within 30 days of the Commission decision upon the exoneration. No prior fiscal year fees will be refunded.

## **SECTION 5 - RATE CHANGES**

The service of ambulance protection shall be continued, maintained, and improved by the Jefferson County Emergency Services Agency at the charge and expense of the owners of all residential and commercial units within the county. The fees shall be imposed, assessed and collected as set forth in this Ordinance. In the event the JCESA determines change in the fee imposed by this ordinance is necessary, it shall, by resolution, request the County Commission consider approving the recommended a change. The JCESA shall submit copies of its current budget, the future budget developed under Section 7 and any other documentation supporting the proposed a change in the fee. The County Commission retains sole discretion in approving, denying or modifying any fee change. Procedures set forth in Article 15, Chapter 7, Section 17 of the Code of West Virginia for the initial levy of such a fee shall be followed by the County Commission in the event an increase is sought.

## **SECTION 6 - EFFECTIVE DATE**

This Ordinance shall become effective June 30, 2014. The fee assessed and levied by this ordinance shall be for services to be rendered from July 1, 2014 to June 30, 2015, and each fiscal year thereafter.

## **SECTION 7 - USE AND MANAGEMENT OF FEE PROCEEDS**

The proceeds from the imposition and collection of the Emergency Ambulance Service Fee shall be deposited in a special fund for the benefit of the JCESA held by the Treasurer of Jefferson County and shall be used only to pay reasonable and necessary expenses actually incurred, including personnel, training, supplies and equipment used in providing emergency ambulance service to residents of Jefferson County. Proceeds not expended in a given Fiscal Year will be maintained in the special fund and may be used in subsequent Fiscal Years as necessary.

## **SECTION 8 - BUDGET DEVELOPMENT**

The Jefferson County Emergency Services Agency shall hold an annual public hearing for the purpose of receiving written or oral public comments pertaining to the operations of the JCESA within Jefferson County. This public hearing shall be advertised as a Class II legal advertisement in local newspapers within the County.

The required public hearing shall be held no later than the regular December Board of Directors meeting in order to provide JCESA sufficient time to consider any improvements or changes in services and to account for said changes when submitting the annual budget request to the Jefferson County Commission.

As required by the JCESA Ordinance, JCESA shall prepare a financial statement and budget detailing the upcoming Fiscal Year projections for the special emergency ambulance fund. The Board of Directors shall make recommendations to the County Commission regarding the need to change or maintain the rates charged for the upcoming year.

**SECTION 9 – DATA USED FOR ASSESSMENT OF FEES**

Upon completion of the annual budget for the Fund, County Commission shall request the Assessor to provide it with a list of all residential units, commercial units, and commercial square footage within the meaning of this Ordinance within the county to be utilized as the data base for billing the Special Emergency Ambulance Service Fee commencing the following July 1. In addition, GIS shall provide a list of addressable units within each category to assist in the identification and classification of commercial and residential units within the county. Each residential and commercial unit shall have an account established in the name of the owner of that unit and a bill in the amount of the fee shall be delivered to that unit by US Postal Service on or after July 31st of the Fiscal Year. The Assessor will further provide monthly updates to County Commission so that the database can be maintained on a current basis.

**SECTION 10 – COLLECTION OF DELINQUENT ACCOUNTS**

On or before November 30 of each year, letters shall be sent to all unpaid accounts as a status reminder including a notice of late fees and charges and a notice that delinquent accounts will be submitted for collection after March 31<sup>st</sup>. On or about April 1, all delinquent accounts at that point shall be submitted for collection by either internal or external agencies.

**SECTION 11 – INITIAL USE OF FUNDS AND POSITIONS**

Funds will initially be allocated to train, hire and equip Fire Fighter/Paramedics and Fire Fighter/EMTs assigned based on response time to maximize limited resources.

**SECTION 12 – AMENDMENTS AND SEVERABILITY**

This Ordinance may, from time to time, be amended by a majority of the members of the County Commission as they deem it necessary and appropriate.

If a court of competent jurisdiction declares any provision of this Ordinance to be void, invalid or ineffective in whole or in part, the effect of such decisions shall be limited to those provisions which are expressly declared to be void, invalid or ineffective, and all other provisions of this Ordinance shall continue to be separately and fully enforceable and effective.

This Ordinance shall become effective upon July1, 2017.

NOW THEREFORE, THIS ORDINANCE IS ENACTED AND ORDAINED BY MAJORITY VOTE OF THE COUNTY COMMISSION OF JEFFERSON COUNTY, WEST VIRGINIA.

Given under my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Peter Onoszko, President





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**JEFFERSON COUNTY  
COMMISSION OFFICES  
WILL BE CLOSED ON  
MONDAY MAY 29<sup>TH</sup>, 2017  
IN OBSERVANCE OF  
MEMORIAL DAY**

The Jefferson County Commission proposes to name persons to serve on the following Authorities, Boards, Commissions, or Committees on Thursday, June 15, 2017 or as soon thereafter as the Commission may decide:

**Jefferson County Board of Health: one three-year term ending June 30, 2020.**

*§ 16-2-7. Appointment to and Composition of County Boards of Health; Qualifications; Number of Appointees*

*A county board of health is composed of five members selected and appointed by vote of the county commission. Each member appointed to the county board of health shall be a resident of the county. No more than two members who reside in the same magisterial district may be appointed and no more than two members may be appointed who are personally licensed or certified in, engaged in, or actively participating in the same business, profession or occupation. No more than three members of a county board of health may belong to the same political party.*

**Currently seeking qualified applicants who reside in the following districts: Charles Town District, Kabletown District, Harpers Ferry District, and Middleway District.**

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 p.m. 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:**

**May 31, 2017 & June 7, 2017**

**THANKS - JEFFERSON COUNTY COMMISSION**

The Jefferson County Commission proposes to name persons to serve on the following Authorities, Boards, Commissions, or Committees on Thursday, June 15, 2017, or as soon thereafter as the Commission may decide:

**Summit Point Library Committee: one five-year term ending June 30, 2022.**

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 p.m. 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:**

**May 31, 2017 and June 7, 2017**

**THANKS - JEFFERSON COUNTY COMMISSION**

The Jefferson County Commission proposes to name persons to serve on the following Authorities, Boards, Commissions, or Committees on Thursday, June 15, 2017, or as soon thereafter as the Commission may decide:

**Jefferson County Parks and Recreation Commission: three 3-year terms ending June 30, 2020.**

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 p.m. 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:**

**May 31, 2017 and June 7, 2017**

**THANKS - JEFFERSON COUNTY COMMISSION**

# Impact Fee Status Report

## April 2017

### Office of Impact Fees

#### Summary

Date Range: Saturday 1 through Sunday 30 April 2017

Report Date: 1 May 2017

Process Number Range: 1700064-1700084

Total Applications: 21

Total Non-Exempt: 20

*Of which:*

Commercial: 1

Residential: 19

*Of which:*

County: 13

Municipal: 7

Total Exempt: 1

*Of which:*

Commercial: 0

Residential: 1

*Of which:*

County: 1

Municipal: 0

Tables 1 through 7 summarize impact fee processing for April 2017. Table 8 represents account totals, pending the transfer of fees collected as shown in Table 1, including General Impact Fee Account (3111776) interest which is listed in Table 2.

**Table 1. Form 100 Tallies**

	Exempt	Commercial	Residential	Total
1 – 30 April 2017	1	1	19	21
Fees collected		\$14.00	\$117,077.00	<b>\$117,091.00</b>
<i>Of which</i>				
School Impact Fee			\$106,449.00	<b>\$106,449.00</b>
Law Enforcement Fee		\$1.00	\$1,798.00	<b>\$1,799.00</b>
Parks & Recreation Fee			\$7,958.00	<b>\$7,958.00</b>
EMS Fee		\$13.00	\$872.00	<b>\$885.00</b>

**Table 2. Financial Data – Office of Impact Fees General Account (3111776)**

Description	Amount
Opening Statement Balance (1 April 2017)	\$163,786.55
March Deposits (1 – 30 April 2017)	\$117,091.00
School March Transactions (withdraws via transfer on 10 April 2017)	(\$148,247.29)
Law March Transactions (withdraws via transfer on 10 April 2017)	(\$2,899.05)
Parks & Rec March Transactions (withdraws via transfer on 10 April 2017)	(\$11,391.68)
EMS March Transactions (withdraws via transfer on 10 April 2017)	(\$1,248.53)
Interest Earned (30 April 2017)	\$35.73
<b>Ending Statement Balance (30 April 2017)</b>	<b>\$117,126.73</b>
<i>Outstanding Credits (deposits through 1 May 2017)</i>	<i>\$0.00</i>

**Table 3. Financial Data – School Impact Fee Account (3107582)**

Description	Amount
Opening Balance (1 April 2017)	\$3,052,701.69
March Transactions (deposits via transfer on 10 April 2017)	\$148,247.29
Interest Earned (30 April 2017)	\$1,297.19
<b>Ending Balance (30 April 2017)</b>	<b>\$3,202,246.17</b>

**Table 4. Financial Data – Law Enforcement Impact Fee Account (3120120)**

Description	Amount
Opening Balance (1 April 2017)	\$88,582.89
March Transactions (deposits via transfer on 10 April 2017)	\$2,899.05
Interest Earned (30 April 2017)	\$37.24
<b>Ending Balance (30 April 2017)</b>	<b>\$91,519.18</b>

**Table 5. Financial Data – Parks & Recreation Impact Fee Account (3122808)**

Description	Amount
Opening Balance (1 April 2017)	\$116,519.75
March Transactions (deposits via transfer on 10 April 2017)	\$11,391.68
Interest Earned (30 April 2017)	\$51.16
<b>Ending Balance (30 April 2017)</b>	<b>\$127,962.59</b>

**Table 6. Financial Data –EMS Impact Fee Account (3122816)**

Description	Amount
Opening Balance (1 April 2017)	\$16,393.95
March Transactions (deposits via transfer on 10 April 2017)	\$1,248.53
Interest Earned (30 April 2017)	\$7.09
<b>Ending Balance (30 April 2017)</b>	<b>\$17,649.57</b>

**Table 7. Total Impact Fees as of 1 May 2017/1**

Description	Amount
Office of Impact Fees General Account	\$117,126.73
School Impact Fee Account	\$3,202,246.17
Law Enforcement Fee Account	\$91,519.18
Parks & Recreation Impact Fee Account	\$127,962.59
EMS Impact Fee Account	\$17,649.57
<b>Total Impact Fees</b>	<b>\$3,556,504.24</b>

/1 These values represent both impact fees collected and interest earned. The general account includes the outstanding credits listed in table 2 and outstanding debits, if any, listed in tables 3-6.

**Table 8. Pending May 2017 Fee Transfers /1**

Account	30 April 2017 Account Totals	Pending Impact Fee Transfers	Account Totals
School Impact Fee Account	\$3,202,246.17	\$106,481.16	\$3,308,727.33
Law Enforcement Fee Account	\$91,519.18	\$1,799.71	\$93,318.89
Parks & Recreation Impact Fee Account	\$127,962.59	\$7,960.50	\$135,923.09
EMS Impact Fee Account	\$17,649.57	\$885.36	\$18,534.93
<b>Total Impact Fees</b>	<b>\$3,439,377.51</b>	<b>\$117,126.73</b>	<b>\$3,556,504.24</b>

/1 This table represents each of the impact fee category account totals as of 30 April 2017 listed in tables 3 – 6. Pending fee transfer amounts, excluding interest and any outstanding credits, collected in April 2017 are listed in table 1 of the General Account (3111776); these transactions will be processed in May 2017. Any outstanding credits, as listed in table 2, will be added to the next month's Impact Fee transfer amounts.

**610****Form 100 Transaction Summary  
Jefferson County Government – Office of Impact Fees***Impact Fee Applications Processed between dates Saturday 1 through Sunday 30 April 2017*

Process Number	Date	Last Name	First Name	Tax District	Deed Book	Deed Page	Tax Map	Parcel	Impact Fees Collected	Date	Exemption Reason
<b>Exempt Applications</b>											
1700075	04/21/2017	Dougherty	Paula	04 Harpers Ferry	934	359	3B	44	\$0.00	04/21/2017	Form 200
<b>Category Count: 1</b>				<b>Category Total</b>				<b>\$0.00</b>			
<b>Non-Exempt Applications</b>											
1700064	04/03/2017	Dodson	Robert	08 Ranson Corp	1173	728	3	117	\$6,186.00	04/03/2017	N/A
1700065	04/07/2017	Hathaway	David	04 Harpers Ferry	1185	160	12E	31-33	\$6,347.00	04/07/2017	N/A
1700066	04/12/2017	Myers	Curtis	02 Charles Town	1068	119	8	32.13	\$1,078.00	04/12/2017	Form 260
1700067	04/13/2017	Grace Baptist	Pastor Craig	07 Middleway	542	259	2	2.6	\$14.00	04/13/2017	N/A
1700068	04/18/2017	Wormald, Jr.	Robert	04 Harpers Ferry	975	635	10A	131	\$6,347.00	04/18/2017	N/A
1700069	04/18/2017	Lutman		06 Kabletown	1186	564	15	3.32	\$6,347.00	04/18/2017	N/A
1700070	04/18/2017	Lutman		02 Charles Town	1176	691	1	2	\$6,347.00	04/18/2017	N/A
1700071	04/18/2017	Lutman		06 Kabletown	1186	570	15	3.35	\$6,347.00	04/18/2017	N/A
1700072	04/18/2017		Arcadia	03 Charles Town	23	67	12B	222	\$6,186.00	04/18/2017	N/A
1700073	04/18/2017		Arcadia	03 Charles Town	23	67	12B	49	\$6,186.00	04/18/2017	N/A
1700074	04/18/2017		Arcadia	03 Charles Town	23	67	12B	226	\$6,186.00	04/18/2017	N/A
1700076	04/21/2017		Arcadia	03 Charles Town	23	67	12B	194	\$6,186.00	04/21/2017	N/A
1700077	04/21/2017		Arcadia	03 Charles Town	23	67	12B	192	\$6,186.00	04/21/2017	N/A
1700078	04/21/2017		Arcadia	03 Charles Town	23	67	12B	240	\$6,186.00	04/21/2017	N/A
1700079	04/26/2017	Peter Kubic	PFK, LLC	02 Charles Town	962	349	13A	548	\$7,067.00	04/26/2017	N/A
1700080	04/26/2017	Peter Kubic	PFK, LLC	02 Charles Town	962	349	13A	549	\$7,067.00	04/26/2017	N/A
1700081	04/26/2017	Peter Kubic	PFK, LLC	02 Charles Town	962	349	13A	550	\$7,067.00	04/26/2017	N/A
1700082	04/26/2017	Peter Kubic	PFK, LLC	02 Charles Town	962	349	13A	551	\$7,067.00	04/26/2017	N/A
1700083	04/26/2017	Dan Ryan		02 Charles Town	1189	591	4	18	\$6,347.00	04/26/2017	N/A
1700084	04/28/2017	Mark Smith	Mark Alexander	04 Harpers Ferry	1183	499	12A	211	\$6,347.00	04/28/2017	N/A
<b>Category Count: 20</b>				<b>Category Total</b>				<b>\$117,091.00</b>			
<b>TOTAL APPLICATIONS: 21</b>				<b>Grand Total</b>				<b>\$117,091.00</b>			

# Jefferson County Public Service District

Received

MAY 05 2017

## Jefferson County Public Service District Regular Board Meeting April 3, 2017

Jefferson County Commission

The monthly meeting of the Jefferson County Public Service District was held at 7:00PM on Monday, April 3, 2017 in the meeting room at the Districts office in Kearneysville. Those in attendance included: Chairman, Peter Appignani; Secretary, Richard Weese; Treasurer, Bill Strider; General Manager, Susanne Lawton; Administrative Assistant, Ashley Stottlemeyer; Operations Manager, Joseph Freeze; from Thrasher Engineering, Wayne Morgan and liaison for the County Commission, Commissioner Josh Compton.

### CALL TO ORDER

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

### Approval of agenda

By unanimous consent, the Board approved the agenda as presented.

### OLD BUSINESS

#### Review Minutes of March 6 regular board meeting

The minutes of the March 6, 2017 regular board meeting were approved as presented.

**Action: Motion made by Mr. Strider and seconded by Mr. Weese to accept the March 6, 2017 regular board meeting minutes as presented. Unanimously approved.**

#### Review Minutes of March 24 special board meeting

The minutes of the March 24, 2017 special board meeting were approved as presented.

**Action: Motion made by Mr. Strider and seconded by Mr. Weese to accept the March 24, 2017 special board meeting minutes as presented. Unanimously approved.**

#### Discuss billing options

The Board tabled this discussion for another month since the County Commission voted to dissolve the District last month.

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

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

The District will need to collect an estimated \$12,800 in payments to cover the disbursements for water.

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

#### Discuss sewer collection and transmission project, Case No. 16-0616-PSD-PC-CN

The Public Service Commission approved the certificate of need and convenience for the sewer project and the District is continuing to move forward.

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

#### Consider appointment of 1 representative from PSD to be in consolidation working group

Mr. Appignani was not in favor of continuing with the consolidation discussions since the County Commission recently approved a motion to dissolve the District.

**Action: Motion made by Mr. Weese and seconded by Mr. Strider to appoint Mr. Strider as the representative for the District to participate in the consolidation working group. Approved 2-1. Mr. Appignani voted against the motion.**

**NEW BUSINESS**

Update on legislative session

Ms. Lawton updated the Board on a couple of legislative bills both in the West Virginia House and Senate that relate to the water and wastewater field.

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

Update on Status of Current Public Service Commission Cases

2015 sewer rate case, 15-1338-PSD-42R-PC – The PSC approved the rates.

2016 sewer rate case, 16-0411-PSD-30B – The PSC approved the rates.

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

Discussion of any Expenses over Budget

There were no items over budget.

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

Disbursements

**Action: Motion made by Mr. Strider and seconded by Mr. Weese to approve disbursements for Public Service District water expenses in the amount of \$7,076.66. Unanimously approved.**

**Action: Motion made by Mr. Strider and seconded by Mr. Weese to approve disbursements for the Public Service District sewer expenses in the amount of \$212,147.02. Unanimously approved.**

Approve transfer of \$5,486.95 from the New Sewer Security Deposit account to the Sewer Operating account for security deposit refunds

**Action: Motion made by Mr. Strider and seconded by Mr. Weese to approve transfer of \$5,486.95 from the New Sewer Security Deposit account to the Sewer Operating account for security deposit refunds. Unanimously approved.**

General Manager's Report

None discussed.

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

Other staff reports

None discussed.

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

Correspondence

None discussed.

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

Public Comment

Jacquelyn Milliron, Breckenridge resident, requested a financial study be conducted by District staff for the last 20 years (or for as long as the Breckenridge pump station has been without a generator) and find out just how much the rate payers have contributed to rate increases including all submittals and resubmittals for projects to Infrastructure and Jobs Development Council and the Public Service Commission that were never approved.

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

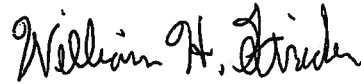
There being no further business at this time, the meeting was adjourned at 7:15PM.

The next regular meeting is scheduled for Monday, May 1, 2017 at 7:00pm at 340 Edmond Road, Suite A at the Districts office in Kearneysville.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Richard WM Weese', with a long horizontal flourish extending to the right.

Richard WM Weese  
Secretary

A handwritten signature in black ink, appearing to read 'William H. Strider', written in a cursive style.

William H. Strider  
Treasurer

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

<b>Week Ending Date</b>	<b>FY17 April 29, 2017</b>
<b>To be Deposited on:</b>	<b>May 5, 2017</b>
Amount Played	\$ 61,540,148.13
Amount Won	55,365,360.74
Amount Promo	595,582.00
MWAP Contribution	<u>-</u>
<b>Adjusted Gross Terminal Revenue</b>	<b><u>5,579,205.39</u></b>
Administrative Costs @ 4%	-
Excess Lottery Fund @ 4%	<u>223,168.24</u>
<b>Net Terminal Revenue</b>	<b><u>5,356,037.15</u></b>
Surcharge @ 10%	535,603.72
State Share Excess @ 58% & 10% of 42%	333,145.51
Track Share of Capital Reinvestment @ 90% of 42%	<u>202,458.21</u>
<i>Track Share of Capital Reinvestment @ 98%</i>	<i>194,359.88</i>
<i>Track Share of Capital Reinvestment @ 4%</i>	<i>8,098.33</i>
<b>Adjusted Net Terminal Revenue</b>	<b><u>4,820,433.43</u></b>
Racetrack @ 46.50% / 42%	2,024,582.04
Lottery Fund @ 30% / 0%	-
Excess Lottery Fund @ 0% / 41%	1,976,377.67
Excess Lottery Fund @ 12.85% / 9.55%	460,351.41
Race Track Purses @ 90% of 7% / 4%	173,535.60
Employee Pension Fund @ 1% / .5%	24,102.17
Greyhound Development @ 90% of .75%	32,537.93
Thoroughbred Development @ 90% of .75%	32,537.93
County/Municipality @ 2%	<u>96,408.68</u>
	<b><u>\$ 4,820,433.43</u></b>

**WEST VIRGINIA LOTTERY**  
**First Benchmark**  
**Charles Town**  
**County / City Split**  
**Fiscal Year 2017**

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%
2 days ending: 07/02/16	\$ 51,477.36	\$ 51,477.36	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Week ending:								
07/09/16	125,605.24	125,605.24	-	-	-	-	-	-
07/16/16	107,876.48	107,876.48	-	-	-	-	-	-
07/23/16	107,196.20	107,196.20	-	-	-	-	-	-
07/30/16	111,534.28	111,534.28	-	-	-	-	-	-
08/06/16	110,378.32	110,378.32	-	-	-	-	-	-
08/13/16	101,561.56	101,561.56	-	-	-	-	-	-
08/20/16	115,270.28	115,270.28	-	-	-	-	-	-
08/27/16	111,097.28	96,130.52	14,966.76	1,186.86	5,971.74	324.78	5,040.80	2,442.58
09/03/16	120,896.24	60,448.12	60,448.12	4,793.54	24,118.80	1,311.72	20,358.93	9,865.13
09/10/16	123,196.08	61,598.04	61,598.04	4,884.72	24,577.62	1,336.68	20,746.22	10,052.80
09/17/16	101,219.28	50,609.64	50,609.64	4,013.34	20,193.25	1,098.23	17,045.33	8,259.49
09/24/16	102,399.36	51,199.68	51,199.68	4,060.14	20,428.67	1,111.03	17,244.05	8,355.79
10/01/16	108,692.68	54,346.34	54,346.34	4,309.66	21,684.19	1,179.32	18,303.85	8,869.32
10/08/16	101,792.36	50,896.18	50,896.18	4,036.07	20,307.57	1,104.45	17,141.83	8,306.26
10/15/16	103,115.76	51,557.88	51,557.88	4,088.54	20,571.59	1,118.81	17,364.69	8,414.25
10/22/16	107,651.80	53,825.90	53,825.90	4,268.39	21,476.53	1,168.02	18,128.56	8,784.40
10/29/16	101,706.44	50,853.22	50,853.22	4,032.66	20,290.43	1,103.51	17,127.37	8,299.25
11/05/16	111,917.68	55,958.84	55,958.84	4,437.53	22,327.58	1,214.31	18,846.94	9,132.48
11/12/16	106,692.36	53,346.18	53,346.18	4,230.35	21,285.13	1,157.61	17,966.99	8,706.10
11/19/16	94,349.80	47,174.90	47,174.90	3,740.97	18,822.78	1,023.70	15,888.51	7,698.94
11/26/16	113,653.88	56,826.94	56,826.94	4,506.38	22,673.95	1,233.14	19,139.31	9,274.16
12/03/16	96,815.72	48,407.86	48,407.86	3,838.74	19,314.74	1,050.45	16,303.77	7,900.16
12/10/16	87,486.28	43,743.14	43,743.14	3,468.83	17,453.51	949.23	14,732.69	7,138.88
12/17/16	67,205.08	33,602.54	33,602.54	2,664.68	13,407.41	729.18	11,317.34	5,483.93
12/24/16	80,444.92	40,222.46	40,222.46	3,189.64	16,048.76	872.83	13,546.92	6,564.31
12/31/16	121,307.80	60,653.90	60,653.90	4,809.85	24,200.91	1,316.19	20,428.23	9,898.72
01/07/17	85,269.00	42,634.50	42,634.50	3,380.92	17,011.16	925.17	14,359.30	6,957.95
01/14/17	75,502.36	37,751.18	37,751.18	2,993.67	15,062.72	819.20	12,714.60	6,160.99
01/21/17	93,741.16	46,870.58	46,870.58	3,716.84	18,701.36	1,017.09	15,786.01	7,649.28
01/28/17	81,385.92	40,692.96	40,692.96	3,226.95	16,236.49	883.04	13,705.39	6,641.09
02/04/17	88,554.20	44,277.10	44,277.10	3,511.18	17,666.56	960.81	14,912.53	7,226.02
02/11/17	85,028.56	42,514.28	42,514.28	3,371.38	16,963.20	922.56	14,318.81	6,938.33
02/18/17	96,173.60	48,086.80	48,086.80	3,813.28	19,186.63	1,043.49	16,195.63	7,847.77
02/25/17	110,730.04	55,365.02	55,365.02	4,390.45	22,090.64	1,201.42	18,646.94	9,035.57
03/04/17	95,762.48	47,881.24	47,881.24	3,796.98	19,104.62	1,039.02	16,126.40	7,814.22
03/11/17	92,549.16	46,274.58	46,274.58	3,669.57	18,463.56	1,004.16	15,585.28	7,552.01
03/18/17	87,919.56	43,959.78	43,959.78	3,486.01	17,539.95	953.93	14,805.65	7,174.24
03/25/17	98,261.24	49,130.62	49,130.62	3,896.06	19,603.12	1,066.13	16,547.19	8,018.12
04/01/17	96,249.44	48,124.72	48,124.72	3,816.29	19,201.76	1,044.31	16,208.41	7,853.95
04/08/17	92,525.20	46,262.60	46,262.60	3,668.62	18,458.78	1,003.90	15,581.24	7,550.06
04/15/17	93,537.96	46,768.98	46,768.98	3,708.78	18,660.82	1,014.89	15,751.79	7,632.70
04/22/17	91,228.00	45,614.00	45,614.00	3,617.19	18,199.99	989.82	15,362.80	7,444.20
04/29/17	96,408.68	48,204.34	48,204.34	3,822.60	19,233.53	1,046.04	16,235.22	7,866.95
Subtotal	\$ 4,353,367.08	\$ 2,632,715.28	\$ 1,720,651.80	\$ 136,447.66	\$ 686,540.05	\$ 37,338.17	\$ 579,515.52	\$ 280,810.40

Benchmark Goal @ 2%         \$    912,063.48

Remainder until 1% / 1% Split     \$                    -

VIDEO LOTTERY REPORT

FY 2013			FY 2014			FY 2015			FY 2016			FY 2017		
Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount	
7/7/2012	161,637.92	7/6/2013	123,196.88	7/5/2014	106,819.12	7/4/2015	89,446.56	7/1-2/2016	51,477.36	7/1-2/2016	51,477.36	7/1-2/2016	51,477.36	
7/14/2012	129,458.04	7/13/2013	128,060.40	7/12/2014	111,792.16	7/11/2015	119,132.68	7/9/2016	125,605.24	7/9/2016	125,605.24	7/9/2016	125,605.24	
7/21/2012	130,037.00	7/20/2013	115,128.84	7/19/2014	116,320.32	7/18/2015	112,706.24	7/16/2016	107,876.48	7/16/2016	107,876.48	7/16/2016	107,876.48	
7/28/2012	137,164.44	7/27/2013	123,049.56	7/26/2014	112,502.48	7/25/2015	109,356.88	7/23/2016	107,196.20	7/23/2016	107,196.20	7/23/2016	107,196.20	
8/4/2012	132,931.16	8/3/2013	116,180.80	8/2/2014	117,145.12	8/1/2015	119,089.60	7/30/2016	111,534.28	7/30/2016	111,534.28	7/30/2016	111,534.28	
8/11/2012	134,212.88	8/10/2013	120,078.64	8/9/2014	114,374.60	8/8/2015	115,689.52	8/6/2016	110,378.32	8/6/2016	110,378.32	8/6/2016	110,378.32	
8/18/2012	110,241.90	8/17/2013	124,888.56	8/16/2014	114,105.32	8/15/2015	108,726.48	8/13/2016	101,561.56	8/13/2016	101,561.56	8/13/2016	101,561.56	
8/25/2012	66,209.90	8/24/2013	89,882.12	8/23/2014	116,097.04	8/22/2015	108,922.12	8/20/2016	115,270.28	8/20/2016	115,270.28	8/20/2016	115,270.28	
9/1/2012	67,133.42	8/31/2013	58,913.18	8/30/2014	60,280.02	8/29/2015	73,285.10	8/27/2016	96,130.52	8/27/2016	96,130.52	8/27/2016	96,130.52	
9/8/2012	74,029.40	9/7/2013	67,758.74	9/6/2014	61,420.28	9/5/2015	55,890.76	9/3/2016	60,448.12	9/3/2016	60,448.12	9/3/2016	60,448.12	
9/15/2012	61,838.04	9/14/2013	53,374.22	9/13/2014	51,364.96	9/12/2015	63,273.30	9/10/2016	61,598.04	9/10/2016	61,598.04	9/10/2016	61,598.04	
9/22/2012	56,996.90	9/21/2013	54,277.94	9/20/2014	50,664.54	9/19/2015	54,233.06	9/17/2016	50,609.64	9/17/2016	50,609.64	9/17/2016	50,609.64	
9/29/2012	61,611.40	9/28/2013	54,881.50	9/27/2014	50,127.22	9/26/2015	52,439.60	9/24/2016	51,199.68	9/24/2016	51,199.68	9/24/2016	51,199.68	
10/6/2012	62,715.20	10/5/2013	55,950.74	10/4/2014	53,531.28	10/3/2015	53,104.94	10/1/2016	54,346.34	10/1/2016	54,346.34	10/1/2016	54,346.34	
10/13/2012	60,710.18	10/12/2013	55,837.92	10/11/2014	51,127.00	10/10/2015	50,291.26	10/8/2016	50,896.18	10/8/2016	50,896.18	10/8/2016	50,896.18	
10/20/2012	62,333.08	10/19/2013	61,327.20	10/18/2014	56,414.64	10/17/2015	53,048.80	10/15/2016	51,557.88	10/15/2016	51,557.88	10/15/2016	51,557.88	
10/27/2012	58,073.54	10/26/2013	52,854.06	10/25/2014	49,890.20	10/24/2015	55,418.72	10/22/2016	53,825.90	10/22/2016	53,825.90	10/22/2016	53,825.90	
11/3/2012	56,545.30	11/2/2013	57,543.54	11/1/2014	52,242.34	10/31/2015	57,023.64	10/29/2016	50,853.22	10/29/2016	50,853.22	10/29/2016	50,853.22	
11/10/2012	56,110.96	11/9/2013	54,666.76	11/8/2014	52,819.26	11/7/2015	55,832.08	11/5/2016	55,958.84	11/5/2016	55,958.84	11/5/2016	55,958.84	
11/17/2012	57,432.36	11/16/2013	56,495.96	11/15/2014	51,810.32	11/14/2015	56,012.86	11/12/2016	53,346.18	11/12/2016	53,346.18	11/12/2016	53,346.18	
11/24/2012	65,888.86	11/23/2013	48,628.62	11/22/2014	46,228.62	11/21/2015	50,193.76	11/19/2016	47,174.90	11/19/2016	47,174.90	11/19/2016	47,174.90	
12/1/2012	50,243.34	11/30/2013	59,645.66	11/29/2014	55,593.44	11/28/2015	60,010.98	11/26/2016	56,826.94	11/26/2016	56,826.94	11/26/2016	56,826.94	
12/8/2012	50,770.96	12/7/2013	47,306.24	12/6/2014	46,792.50	12/5/2015	47,767.86	12/3/2016	48,407.86	12/3/2016	48,407.86	12/3/2016	48,407.86	
12/15/2012	47,022.38	12/14/2013	29,229.02	12/13/2014	40,904.98	12/12/2015	42,938.56	12/10/2016	43,743.14	12/10/2016	43,743.14	12/10/2016	43,743.14	
12/22/2012	46,838.96	12/21/2013	44,581.02	12/20/2014	41,600.84	12/19/2015	43,087.16	12/17/2016	33,602.54	12/17/2016	33,602.54	12/17/2016	33,602.54	
12/29/2012	59,697.22	12/28/2013	62,117.14	12/27/2014	58,114.68	12/26/2015	52,835.48	12/24/2016	40,222.46	12/24/2016	40,222.46	12/24/2016	40,222.46	
1/5/2013	71,673.52	1/4/2014	62,963.88	1/3/2015	68,277.28	1/2/2016	74,963.14	12/31/2016	60,653.90	12/31/2016	60,653.90	12/31/2016	60,653.90	
1/12/2013	50,416.30	1/11/2014	37,935.94	1/10/2015	37,099.34	1/9/2016	41,474.24	1/7/2017	42,634.50	1/7/2017	42,634.50	1/7/2017	42,634.50	
1/19/2013	51,211.88	1/18/2014	49,418.64	1/17/2015	43,217.36	1/16/2016	43,455.58	1/14/2017	37,751.18	1/14/2017	37,751.18	1/14/2017	37,751.18	
1/26/2013	46,966.26	1/25/2014	42,720.80	1/24/2015	41,212.80	1/23/2016	25,025.40	1/21/2017	46,870.58	1/21/2017	46,870.58	1/21/2017	46,870.58	
2/2/2013	52,067.92	2/1/2014	47,681.60	1/31/2015	42,783.32	1/30/2016	36,805.26	1/28/2017	40,692.96	1/28/2017	40,692.96	1/28/2017	40,692.96	
2/9/2013	52,222.20	2/8/2014	45,434.52	2/7/2015	47,859.18	2/4/2016	51,695.74	2/4/2017	44,277.10	2/4/2017	44,277.10	2/4/2017	44,277.10	
2/16/2013	64,243.52	2/15/2014	41,076.08	2/14/2015	48,131.08	2/13/2016	44,941.78	2/11/2017	42,514.28	2/11/2017	42,514.28	2/11/2017	42,514.28	
2/23/2013	64,115.70	2/22/2014	61,523.98	2/21/2015	37,610.66	2/20/2016	50,505.40	2/18/2017	48,086.80	2/18/2017	48,086.80	2/18/2017	48,086.80	
3/2/2013	62,602.74	3/1/2014	57,744.78	2/28/2015	56,982.14	2/27/2016	52,426.86	2/25/2017	55,365.02	2/25/2017	55,365.02	2/25/2017	55,365.02	
3/9/2013	59,213.26	3/8/2014	50,439.94	3/7/2015	43,750.42	3/5/2016	53,474.66	3/4/2017	47,881.24	3/4/2017	47,881.24	3/4/2017	47,881.24	
3/16/2013	62,366.36	3/15/2014	54,414.66	3/14/2015	55,096.66	3/12/2016	51,447.02	3/11/2017	46,274.58	3/11/2017	46,274.58	3/11/2017	46,274.58	
3/23/2013	59,841.02	3/22/2014	50,734.62	3/21/2015	53,081.08	3/19/2016	50,356.80	3/18/2017	43,959.78	3/18/2017	43,959.78	3/18/2017	43,959.78	
3/30/2013	57,567.98	3/29/2014	51,174.60	3/28/2015	50,548.88	3/26/2016	52,217.46	3/25/2017	49,130.62	3/25/2017	49,130.62	3/25/2017	49,130.62	
4/6/2013	63,108.84	4/5/2014	55,229.90	4/4/2015	51,713.78	4/2/2016	54,185.88	4/1/2017	48,124.72	4/1/2017	48,124.72	4/1/2017	48,124.72	
4/13/2013	56,849.30	4/12/2014	48,653.18	4/11/2015	51,024.54	4/9/2016	49,690.04	4/8/2017	46,262.60	4/8/2017	46,262.60	4/8/2017	46,262.60	
4/20/2013	55,432.12	4/19/2014	54,469.22	4/18/2015	49,338.10	4/16/2016	49,071.82	4/15/2017	46,768.98	4/15/2017	46,768.98	4/15/2017	46,768.98	
4/27/2013	58,612.74	4/26/2014	51,637.18	4/25/2015	49,656.62	4/23/2016	49,485.78	4/22/2017	45,614.00	4/22/2017	45,614.00	4/22/2017	45,614.00	

5/4/2013	61,102.92	5/3/2014	54,757.72	5/2/2015	54,079.66	4/30/2016	50,872.46	4/29/2017	48,204.34
5/11/2013	57,428.70	5/10/2014	51,011.76	5/9/2015	50,062.82	5/7/2016	52,135.22		
5/18/2013	61,172.80	5/17/2014	51,148.34	5/16/2015	48,308.08	5/14/2016	51,441.84		
5/25/2013	57,131.24	5/24/2014	53,082.60	5/23/2015	47,705.92	5/21/2016	48,392.48		
6/1/2013	65,920.66	5/31/2014	62,642.98	5/30/2015	58,258.10	5/28/2016	49,380.84		
6/8/2013	55,233.74	6/7/2014	49,517.18	6/6/2015	53,927.82	6/4/2016	58,228.50		
6/15/2013	54,067.52	6/14/2014	50,266.50	6/13/2015	50,110.84	6/11/2016	45,053.42		
6/22/2013	54,690.28	6/21/2014	48,768.14	6/20/2015	47,109.22	6/18/2016	46,179.18		
6/29/2013	55,991.38	6/28/2014	49,250.32	6/27/2015	55,325.14	6/25/2016	47,230.00		
6/30/2013	11,509.54	6/30/2014	12,010.70	6/30/2015	16,018.68	6/30/2016	27,584.00		

**3,580,645.18**      **3,261,565.02**      **3,148,372.80**      **3,167,478.80**      **2,632,715.28**

**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	Date	Amount
July, 2014	78,639.07	July, 2015	75,674.79	July, 2016	77,234.20
August, 2014	84,726.51	August, 2015	70,064.73	August, 2016	63,158.62
September, 2014	71,967.51	September, 2015	64,845.44	September, 2016	67,701.42
October, 2014	66,257.02	October, 2015	68,440.97	October, 2016	63,392.97
November, 2014	71,046.66	November, 2015	67,488.54	November, 2016	61,087.94
December, 2014	76,797.24	December, 2015	73,055.05	December, 2016	59,508.00
January, 2015	73,346.66	January, 2016	67,545.11	January, 2017	63,836.29
February, 2015	66,262.78	February, 2016	65,518.59	February, 2017	51,478.72
March, 2015	73,747.70	March, 2016	72,986.23		
April, 2015	76,343.68	April, 2016	68,149.38		
May, 2015	78,424.23	May, 2016	76,415.84		
June, 2015	81,569.83	June, 2016	62,572.11		
<b>Total 2014-2015</b>	<b>899,128.89</b>	<b>Total 2015-2016</b>	<b>832,756.78</b>	<b>Total 2016-2017</b>	<b>507,398.16</b>

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

Date	Amount	Date	Amount	Date	Amount	Date	Amount
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>

Date	Amount	Date	Amount
July, 2015	227,024.37	July, 2016	231,702.60
August, 2015	210,194.19	August, 2016	189,475.86
September, 2015	194,536.32	September, 2016	203,104.26
October, 2015	205,322.91	October, 2016	190,178.91
November, 2015	202,465.62	November, 2016	183,263.82
December, 2015	219,165.15	December, 2016	178,524.00
January, 2016	202,635.33	January, 2017	191,508.87
February, 2016	196,555.77	February, 2017	154,436.16
March, 2016	218,958.69		
April, 2016	204,448.14		
May, 2016	229,247.52		
June, 2016	187,716.33		
<b>Total 2015-2016</b>	<b>2,498,270.34</b>	<b>Total 2016-2017</b>	<b>1,522,194.48</b>

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

<b>Week Ending Date</b>	<b>FY17 May 6, 2017</b>
<b>To be Deposited on:</b>	<b>May 12, 2017</b>
<b>Amount Played</b>	<b>\$ 60,236,601.01</b>
<b>Amount Won</b>	<b>54,303,214.51</b>
<b>Amount Promo</b>	<b>506,269.00</b>
<b>MWAP Contribution</b>	<b>-</b>
<b>Adjusted Gross Terminal Revenue</b>	<b><u>5,427,117.50</u></b>
<b>Administrative Costs @ 4%</b>	<b>-</b>
<b>Excess Lottery Fund @ 4%</b>	<b><u>217,084.70</u></b>
<b>Net Terminal Revenue</b>	<b><u>5,210,032.80</u></b>
<b>Surcharge @ 10%</b>	<b>521,003.28</b>
<b>State Share Excess @ 58% &amp; 10% of 42%</b>	<b>324,064.04</b>
<b>Track Share of Capital Reinvestment @ 90% of 42%</b>	<b><u>196,939.24</u></b>
<i>Track Share of Capital Reinvestment @ 96%</i>	<i>189,081.87</i>
<i>Track Share of Capital Reinvestment @ 4%</i>	<i>7,877.57</i>
<b>Adjusted Net Terminal Revenue</b>	<b><u>4,689,029.52</u></b>
<b>Racetrack @ 46.50% / 42%</b>	<b>1,969,392.40</b>
<b>Lottery Fund @ 30% / 0%</b>	<b>-</b>
<b>Excess Lottery Fund @ 0% / 41%</b>	<b>1,922,502.09</b>
<b>Excess Lottery Fund @ 12.85% / 9.55%</b>	<b>447,802.32</b>
<b>Race Track Purses @ 90% of 7% / 4%</b>	<b>168,805.06</b>
<b>Employee Pension Fund @ 1% / .5%</b>	<b>23,445.15</b>
<b>Greyhound Development @ 90% of .75%</b>	<b>31,650.95</b>
<b>Thoroughbred Development @ 90% of .75%</b>	<b>31,650.95</b>
<b>County/Municipality @ 2%</b>	<b><u>93,780.60</u></b>
	<b><u>\$ 4,689,029.52</u></b>

WEST VIRGINIA LOTTERY

First Benchmark  
Charles Town  
County / City Split  
Fiscal Year 2017

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%
2 days ending: 07/02/16	\$ 51,477.36	\$ 51,477.36	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Week ending:								
07/09/16	125,605.24	125,605.24	-	-	-	-	-	-
07/16/16	107,876.48	107,876.48	-	-	-	-	-	-
07/23/16	107,196.20	107,196.20	-	-	-	-	-	-
07/30/16	111,534.28	111,534.28	-	-	-	-	-	-
08/06/16	110,378.32	110,378.32	-	-	-	-	-	-
08/13/16	101,561.56	101,561.56	-	-	-	-	-	-
08/20/16	115,270.28	115,270.28	-	-	-	-	-	-
08/27/16	111,097.28	96,130.52	14,966.76	1,186.86	5,971.74	324.78	5,040.80	2,442.58
09/03/16	120,896.24	60,448.12	60,448.12	4,793.54	24,118.80	1,311.72	20,358.93	9,865.13
09/10/16	123,196.08	61,598.04	61,598.04	4,884.72	24,577.62	1,336.68	20,746.22	10,052.80
09/17/16	101,219.28	50,609.64	50,609.64	4,013.34	20,193.25	1,098.23	17,045.33	8,259.49
09/24/16	102,399.36	51,199.68	51,199.68	4,060.14	20,428.67	1,111.03	17,244.05	8,355.79
10/01/16	108,692.68	54,346.34	54,346.34	4,309.66	21,684.19	1,179.32	18,303.85	8,869.32
10/08/16	101,792.36	50,896.18	50,896.18	4,036.07	20,307.57	1,104.45	17,141.83	8,306.26
10/15/16	103,115.76	51,557.88	51,557.88	4,088.54	20,571.59	1,118.81	17,364.69	8,414.25
10/22/16	107,651.80	53,825.90	53,825.90	4,268.39	21,476.53	1,168.02	18,128.56	8,784.40
10/29/16	101,706.44	50,853.22	50,853.22	4,032.66	20,290.43	1,103.51	17,127.37	8,299.25
11/05/16	111,917.68	55,958.84	55,958.84	4,437.53	22,327.58	1,214.31	18,846.94	9,132.48
11/12/16	106,692.36	53,346.18	53,346.18	4,230.35	21,285.13	1,157.61	17,966.99	8,706.10
11/19/16	94,349.80	47,174.90	47,174.90	3,740.97	18,822.78	1,023.70	15,888.51	7,698.94
11/26/16	113,653.88	56,826.94	56,826.94	4,506.38	22,673.95	1,233.14	19,139.31	9,274.16
12/03/16	96,815.72	48,407.86	48,407.86	3,838.74	19,314.74	1,050.45	16,303.77	7,900.16
12/10/16	87,486.28	43,743.14	43,743.14	3,468.83	17,453.51	949.23	14,732.69	7,138.88
12/17/16	67,205.08	33,602.54	33,602.54	2,664.68	13,407.41	729.18	11,317.34	5,483.93
12/24/16	80,444.92	40,222.46	40,222.46	3,189.64	16,048.76	872.83	13,546.92	6,564.31
12/31/16	121,307.80	60,653.90	60,653.90	4,809.85	24,200.91	1,316.19	20,428.23	9,898.72
01/07/17	85,269.00	42,634.50	42,634.50	3,380.92	17,011.16	925.17	14,359.30	6,957.95
01/14/17	75,502.36	37,751.18	37,751.18	2,993.67	15,062.72	819.20	12,714.60	6,160.99
01/21/17	93,741.16	46,870.58	46,870.58	3,716.84	18,701.36	1,017.09	15,786.01	7,649.28
01/28/17	81,385.92	40,692.96	40,692.96	3,226.95	16,236.49	883.04	13,705.39	6,641.09
02/04/17	88,554.20	44,277.10	44,277.10	3,511.18	17,666.56	960.81	14,912.53	7,226.02
02/11/17	85,028.56	42,514.28	42,514.28	3,371.38	16,963.20	922.56	14,318.81	6,938.33
02/18/17	96,173.60	48,086.80	48,086.80	3,813.28	19,186.63	1,043.49	16,195.63	7,847.77
02/25/17	110,730.04	55,365.02	55,365.02	4,390.45	22,090.64	1,201.42	18,646.94	9,035.57
03/04/17	95,762.48	47,881.24	47,881.24	3,796.98	19,104.62	1,039.02	16,126.40	7,814.22
03/11/17	92,549.16	46,274.58	46,274.58	3,669.57	18,463.56	1,004.16	15,585.28	7,552.01
03/18/17	87,919.56	43,959.78	43,959.78	3,486.01	17,539.95	953.93	14,805.65	7,174.24
03/25/17	98,261.24	49,130.62	49,130.62	3,896.06	19,603.12	1,066.13	16,547.19	8,018.12
04/01/17	96,249.44	48,124.72	48,124.72	3,816.29	19,201.76	1,044.31	16,208.41	7,853.95
04/08/17	92,525.20	46,262.60	46,262.60	3,668.62	18,458.78	1,003.90	15,581.24	7,550.06
04/15/17	93,537.96	46,768.98	46,768.98	3,708.78	18,660.82	1,014.89	15,751.79	7,632.70
04/22/17	91,228.00	45,614.00	45,614.00	3,617.19	18,199.99	989.82	15,362.80	7,444.20
04/29/17	96,408.68	48,204.34	48,204.34	3,822.60	19,233.53	1,046.04	16,235.22	7,866.95
05/06/17	93,780.60	46,890.30	46,890.30	3,718.40	18,709.23	1,017.52	15,792.65	7,652.50
Subtotal	\$ 4,447,147.68	\$ 2,679,605.58	\$ 1,767,542.10	\$ 140,166.06	\$ 705,249.28	\$ 38,355.69	\$ 595,308.17	\$ 288,462.90

Benchmark Goal @ 2% \$ 912,063.48

Remainder until 1% / 1% Split \$ -

VIDEO LOTTERY REPORT

FY 2013			FY 2014			FY 2015			FY 2016			FY 2017		
Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount	
7/7/2012	161,637.92	7/6/2013	123,196.88	7/5/2014	106,819.12	7/4/2015	89,446.56	7/1-2/2016	51,477.36					
7/14/2012	129,458.04	7/13/2013	128,060.40	7/12/2014	111,792.16	7/11/2015	119,132.68	7/9/2016	125,605.24					
7/21/2012	130,037.00	7/20/2013	115,128.84	7/19/2014	116,320.32	7/18/2015	112,706.24	7/16/2016	107,876.48					
7/28/2012	137,164.44	7/27/2013	123,049.56	7/26/2014	112,502.48	7/25/2015	109,356.88	7/23/2016	107,196.20					
8/4/2012	132,931.16	8/3/2013	116,180.80	8/2/2014	117,145.12	8/1/2015	119,089.60	7/30/2016	111,534.28					
8/11/2012	134,212.88	8/10/2013	120,078.64	8/9/2014	114,374.60	8/8/2015	115,689.52	8/6/2016	110,378.32					
8/18/2012	110,241.90	8/17/2013	124,888.56	8/16/2014	114,105.32	8/15/2015	108,726.48	8/13/2016	101,561.56					
8/25/2012	66,209.90	8/24/2013	89,882.12	8/23/2014	116,097.04	8/22/2015	108,922.12	8/20/2016	115,270.28					
9/1/2012	67,133.42	8/31/2013	58,913.18	8/30/2014	60,280.02	8/29/2015	73,285.10	8/27/2016	96,130.52					
9/8/2012	74,029.40	9/7/2013	67,758.74	9/6/2014	61,420.28	9/5/2015	55,890.76	9/3/2016	60,448.12					
9/15/2012	61,838.04	9/14/2013	53,374.22	9/13/2014	51,364.96	9/12/2015	63,273.30	9/10/2016	61,598.04					
9/22/2012	56,996.90	9/21/2013	54,277.94	9/20/2014	50,664.54	9/19/2015	54,233.06	9/17/2016	50,609.64					
9/29/2012	61,611.40	9/28/2013	54,881.50	9/27/2014	50,127.22	9/26/2015	52,439.60	9/24/2016	51,199.68					
10/6/2012	62,715.20	10/5/2013	55,950.74	10/4/2014	53,531.28	10/3/2015	53,104.94	10/1/2016	54,346.34					
10/13/2012	60,710.18	10/12/2013	55,837.92	10/11/2014	51,127.00	10/10/2015	50,291.26	10/8/2016	50,896.18					
10/20/2012	62,333.08	10/19/2013	61,327.20	10/18/2014	56,414.64	10/17/2015	53,048.80	10/15/2016	51,557.88					
10/27/2012	58,073.54	10/26/2013	52,854.06	10/25/2014	49,890.20	10/24/2015	55,418.72	10/22/2016	53,825.90					
11/3/2012	56,545.30	11/2/2013	57,543.54	11/1/2014	52,242.34	10/31/2015	57,023.64	10/29/2016	50,853.22					
11/10/2012	56,110.96	11/9/2013	54,666.76	11/8/2014	52,819.26	11/7/2015	55,832.08	11/5/2016	55,958.84					
11/17/2012	57,432.36	11/16/2013	56,495.96	11/15/2014	51,810.32	11/14/2015	56,012.86	11/12/2016	53,346.18					
11/24/2012	65,888.86	11/23/2013	48,628.62	11/22/2014	46,228.62	11/21/2015	50,193.76	11/19/2016	47,174.90					
12/1/2012	50,243.34	11/30/2013	59,645.66	11/29/2014	55,593.44	11/28/2015	60,010.98	11/26/2016	56,826.94					
12/8/2012	50,770.96	12/7/2013	47,306.24	12/6/2014	46,792.50	12/5/2015	47,767.86	12/3/2016	48,407.86					
12/15/2012	47,022.38	12/14/2013	29,229.02	12/13/2014	40,904.98	12/12/2015	42,938.56	12/10/2016	43,743.14					
12/22/2012	46,838.96	12/21/2013	44,581.02	12/20/2014	41,600.84	12/19/2015	43,087.16	12/17/2016	33,602.54					
12/29/2012	59,697.22	12/28/2013	62,117.14	12/27/2014	58,114.68	12/26/2015	52,835.48	12/24/2016	40,222.46					
1/5/2013	71,673.52	1/4/2014	62,963.88	1/3/2015	68,277.28	1/2/2016	74,963.14	12/31/2016	60,653.90					
1/12/2013	50,416.30	1/11/2014	37,935.94	1/10/2015	37,099.34	1/9/2016	41,474.24	1/7/2017	42,634.50					
1/19/2013	51,211.88	1/18/2014	49,418.64	1/17/2015	43,217.36	1/16/2016	43,455.58	1/14/2017	37,751.18					
1/26/2013	46,966.26	1/25/2014	42,720.80	1/24/2015	41,212.80	1/23/2016	25,025.40	1/21/2017	46,870.58					
2/2/2013	52,067.92	2/1/2014	47,681.60	1/31/2015	42,783.32	1/30/2016	36,805.26	1/28/2017	40,692.96					
2/9/2013	52,222.20	2/8/2014	45,434.52	2/7/2015	47,859.18	2/4/2016	51,695.74	2/4/2017	44,277.10					
2/16/2013	64,243.52	2/15/2014	41,076.08	2/14/2015	48,131.08	2/13/2016	44,941.78	2/11/2017	42,514.28					
2/23/2013	64,115.70	2/22/2014	61,523.98	2/21/2015	37,610.66	2/20/2016	50,505.40	2/18/2017	48,086.80					
3/2/2013	62,602.74	3/1/2014	57,744.78	2/28/2015	56,982.14	2/27/2016	52,426.86	2/25/2017	55,365.02					
3/9/2013	59,213.26	3/8/2014	50,439.94	3/7/2015	43,750.42	3/5/2016	53,474.66	3/4/2017	47,881.24					
3/16/2013	62,366.36	3/15/2014	54,414.66	3/14/2015	55,096.66	3/12/2016	51,447.02	3/11/2017	46,274.58					
3/23/2013	59,841.02	3/22/2014	50,734.62	3/21/2015	53,081.08	3/19/2016	50,356.80	3/18/2017	43,959.78					
3/30/2013	57,567.98	3/29/2014	51,174.60	3/28/2015	50,548.88	3/26/2016	52,217.46	3/25/2017	49,130.62					
4/6/2013	63,108.84	4/5/2014	55,229.90	4/4/2015	51,713.78	4/2/2016	54,185.88	4/1/2017	48,124.72					
4/13/2013	56,849.30	4/12/2014	48,653.18	4/11/2015	51,024.54	4/9/2016	49,690.04	4/8/2017	46,262.60					
4/20/2013	55,432.12	4/19/2014	54,469.22	4/18/2015	49,338.10	4/16/2016	49,071.82	4/15/2017	46,768.98					
4/27/2013	58,612.74	4/26/2014	51,637.18	4/25/2015	49,656.62	4/23/2016	49,485.78	4/22/2017	45,614.00					

5/4/2013	61,102.92	5/3/2014	54,757.72	5/2/2015	54,079.66	4/30/2016	50,872.46	4/29/2017	48,204.34
5/11/2013	57,428.70	5/10/2014	51,011.76	5/9/2015	50,062.82	5/7/2016	52,135.22	5/8/2017	46,890.30
5/18/2013	61,172.80	5/17/2014	51,148.34	5/16/2015	48,308.08	5/14/2016	51,441.84		
5/25/2013	57,131.24	5/24/2014	53,082.60	5/23/2015	47,705.92	5/21/2016	48,392.48		
6/1/2013	65,920.66	5/31/2014	62,642.98	5/30/2015	58,258.10	5/28/2016	49,380.84		
6/8/2013	55,233.74	6/7/2014	49,517.18	6/6/2015	53,927.82	6/4/2016	58,228.50		
6/15/2013	54,067.52	6/14/2014	50,266.50	6/13/2015	50,110.84	6/11/2016	45,053.42		
6/22/2013	54,690.28	6/21/2014	48,768.14	6/20/2015	47,109.22	6/18/2016	46,179.18		
6/29/2013	55,991.38	6/28/2014	49,250.32	6/27/2015	55,325.14	6/25/2016	47,230.00		
6/30/2013	11,509.54	6/30/2014	12,010.70	6/30/2015	16,018.68	6/30/2016	27,584.00		

**3,580,645.18**      **3,261,565.02**      **3,148,372.80**      **3,167,478.80**      **2,679,605.58**

**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	Date	Amount
July, 2014	78,639.07	July, 2015	75,674.79	July, 2016	77,234.20
August, 2014	84,726.51	August, 2015	70,064.73	August, 2016	63,158.62
September, 2014	71,967.51	September, 2015	64,845.44	September, 2016	67,701.42
October, 2014	66,257.02	October, 2015	68,440.97	October, 2016	63,392.97
November, 2014	71,046.66	November, 2015	67,488.54	November, 2016	61,087.94
December, 2014	76,797.24	December, 2015	73,055.05	December, 2016	59,508.00
January, 2015	73,346.66	January, 2016	67,545.11	January, 2017	63,836.29
February, 2015	66,262.78	February, 2016	65,518.59	February, 2017	51,478.72
March, 2015	73,747.70	March, 2016	72,986.23		
April, 2015	76,343.68	April, 2016	68,149.38		
May, 2015	78,424.23	May, 2016	76,415.84		
June, 2015	81,569.83	June, 2016	62,572.11		
<b>Total 2014-2015</b>	<b>899,128.89</b>	<b>Total 2015-2016</b>	<b>832,756.78</b>	<b>Total 2016-2017</b>	<b>507,398.16</b>

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

Date	Amount	Date	Amount	Date	Amount	Date	Amount
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>

Date	Amount	Date	Amount
July, 2015	227,024.37	July, 2016	231,702.60
August, 2015	210,194.19	August, 2016	189,475.86
September, 2015	194,536.32	September, 2016	203,104.26
October, 2015	205,322.91	October, 2016	190,178.91
November, 2015	202,465.62	November, 2016	183,263.82
December, 2015	219,165.15	December, 2016	178,524.00
January, 2016	202,635.33	January, 2017	191,508.87
February, 2016	196,555.77	February, 2017	154,436.16
March, 2016	218,958.69		
April, 2016	204,448.14		
May, 2016	229,247.52		
June, 2016	187,716.33		
<b>Total 2015-2016</b>	<b>2,498,270.34</b>	<b>Total 2016-2017</b>	<b>1,522,194.48</b>