

AGENDA
JEFFERSON COUNTY COMMISSION
SECOND QUARTERLY SESSION - APRIL-JUNE 2017
THURSDAY, JUNE 29, 2017
7:00 P.M.

County Commission Meeting Room
located at the Old Charles Town Library
200 E. Washington Street, Charles Town, WV

CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

- June 15, 2017 - Regular Meeting

APPROVAL OF PURCHASE ORDERS

- June 29, 2017

APPROVAL OF ACCOUNTS PAYABLE

- June 22, 2017
- June 29, 2017

APPROVAL OF MANUAL CHECKS

- June 22, 2017
- June 29, 2017

APPROVAL OF PAYROLL

- June 15, 2017

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

1. 7:15 p.m. Public Hearing
- Zoning Map Amendment for property designated as Tax District Harpers Ferry, Map 9, Parcel 58.1 - Harpers Ferry Holdings, LLC

2. 7:30 p.m. Angie Banks, Assessor
- Approval of a part-time employee - Discussion/Action
3. 7:40 p.m. Jacqueline Shadle/Gail Magaha, County Clerk's Office
- Approval of Depository Bonds for fiscal year 2017-2018 - Discussion/Action
4. 7:50 p.m. Interviews and appointments to the Jefferson County Parks and Recreation Commission - three 3 year terms ending June 30, 2017 - Discussion/Action
5. 8:10 p.m. Martin Burke, Chair, Jefferson County Historic Landmarks Commission and Michael Whalton, Executive Director, EWVCF
- Request for contribution of \$10,000 to an agency endowed fund, *Our History, Our Community Fund*, at Eastern WV Community Foundation - Discussion/Action
6. 8:25 p.m. Jennifer Myers, Jefferson County Parks and Recreation Commission
- Request to designate the month of July as Parks and Recreation Month - Discussion/Action
7. 8:30 p.m. Jeffrey Polczynski, Director of Communications
- Re-Appointment - Brandon Potts - Part Time Public Safety Dispatcher II - Discussion/Action
8. 8:35 p.m. Pete Dougherty, Sheriff
- Approval of new hire - Discussion/Action
- Adjust pay to meet new scale minimum - Discussion/Action
9. 8:45 p.m. Jefferson County Emergency Services Agency
- Discussion of funding for DOA's - Discussion/Action
10. 9:00 p.m. Nathan Cochran, Assistant Prosecuting Attorney
- Discussion of PSD Dissolution Appeal of the PSC decision, acquisition of PSD assets, and related issues - Possible Executive Session - Discussion/Action

UNFINISHED BUSINESS

11. Discuss qualifications of Public Service District Board appointees - Discussion/Action (JC)
12. Review of quotes received for PSD independent audit - Discussion/Action

COUNTY ADMINISTRATOR REPORTS

- Request for refrigerator for Magistrates - Discussion/Action

COUNTY COMMISSION REPORTS

13. ADJOURN

CORRESPONDENCE/INFORMATION

Notice of Public Hearing on July 6, 2017 at 7:00 p.m. regarding the Dissolution of the Jefferson County Public Service District.

Reminder: Jefferson County Offices will be closed on Tuesday, July 4, 2017 in observance of Independence Day.

Jefferson County Commission Notice of Intent to Appoint to the Jefferson County Board of Health on July 6, 2017.

Jefferson County Commission Notice of Intent to Appoint to the Jefferson County Emergency Services Agency Board on July 6, 2017.

Jefferson County Commission Notice of Intent to Appoint to the Jefferson County Planning Commission on July 6, 2017.

Correspondence received from the State of West Virginia, Office of the State Auditor regarding the Jefferson County Notice of Auction of Delinquent and Nonentered Lands on July 12, 2017.

Jefferson County Public Service May 1, 2017 Regular Board Meeting Minutes.

WV Lottery Weekly Settlement for Charles Town - week ending June 10, 2017.

WV Lottery Weekly Settlement for Charles Town - week ending June 17, 2017.

At all times the County Commission reserves the right to rearrange agenda times because of time constraints and to accommodate the Commission schedule or the public.

Minutes

Jefferson County Commission

Thursday, June 15, 2017

A meeting of the Jefferson County Commission was held on Thursday, June 15, 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, June 15, 2017 meeting is available through the Jefferson County Commission Office.)

PLEDGE OF ALLEGIANCE

Commissioner Compton led the Pledge of Allegiance.

APPROVAL OF MINUTES

Motion by Ms. Noland to approve the June 1, 2017 Regular Meeting Minutes as presented/amended. Motion seconded and unanimously approved.

APPROVAL OF ACCOUNTS PAYABLE

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
078441	ALLOC	AHA/ART&HUMANITIES ALLNC		\$ -	\$ 1,237.29	\$ 1,237.29
078442	428	ADVANTAGE TECHNOLOGY LLC		\$ -	\$ 2,967.36	\$ 2,967.36
078443	700	APTEAN SOFTWARE LLC		\$ -	\$ 892.50	\$ 892.50
078444	711	CERVIS TECHNOLOGIES, LLC		\$ -	\$ 1,500.00	\$ 1,500.00
078445	428	CLEARCADENCE LLC		\$ -	\$ 595.00	\$ 595.00
078446	425	DODSON'S SEPTIC		\$ -	\$ 285.00	\$ 285.00
078447	700	DETECTING TRUTH,LLC		\$ -	\$ 1,250.00	\$ 1,250.00
078448	PAYROLL	ALEXANDRA BEAULIEU		\$ -	\$ 444.13	\$ 444.13
078449	ALLOC	EASTERN WV REGIONAL		\$ -	\$ 5,000.00	\$ 5,000.00
078450	405	STEPHEN V GROH		\$ -	\$ 127.00	\$ 127.00

078451	405	TRACY P. HERRON-RICE CCR		\$ -	\$ 59.00	\$ 59.00
078452	PAYROLL	STACI HOVERMALE		\$ -	\$ 2,685.70	\$ 2,685.70
078453	428	RICOH USA, INC		\$ -	\$ 406.97	\$ 406.97
078454	ALLOC	JEFFERSON COUNTY HISTORI		\$ -	\$ 1,832.12	\$ 1,832.12
078455	401	SPIRIT OF JEFFERSON		\$ -	\$ 59.98	\$ 59.98
078455	401	SPIRIT OF JEFFERSON		\$ -	\$ 53.42	\$ 53.42
078455	402	SPIRIT OF JEFFERSON		\$ -	\$ 253.50	\$ 253.50
078455	404	SPIRIT OF JEFFERSON		\$ -	\$ 4,423.50	\$ 4,423.50
078456	GRANT	JEFFERSON DAY REPORT CNT		\$ -	\$ 11,640.81	\$ 11,640.81
078456	GRANT	JEFFERSON DAY REPORT CNT		\$ -	\$ 875.60	\$ 875.60
078457	ALLOC	*JEFFERSON CO EMERGENCY		\$ -	\$ 225,000.00	\$ 225,000.00
078458	PAYROLL	GAIL MCMILLION		\$ -	\$ 24.80	\$ 24.80
078459	700	ROBIN MAHONY		\$ -	\$ 17.71	\$ 17.71
078460	405	MILLER'S SUPPLIES AT WOR		\$ -	\$ 70.78	\$ 70.78
078461	428	OFFICE DEPOT		\$ -	\$ 93.57	\$ 93.57
078462	ALLOC	JEFF CO PARKS &		\$ -	\$ 27,862.95	\$ 27,862.95
078463	403	POSTMASTER CHARLES TOWN		\$ -	\$ 112.00	\$ 112.00
078464	424	PATRIOT FIRE AND SECURIT		\$ -	\$ 170.00	\$ 170.00
078465	425	RCS SECURITY		\$ -	\$ 222.00	\$ 222.00
078466	PAYROLL	RETIREE HLTH BENEFIT TRS		\$ -	\$ 6,126.00	\$ 6,126.00
078467	428	RICOH USA, INC./GA		\$ -	\$ 878.77	\$ 878.77
078468	402	SOFTWARE SYSTEMS, INC		\$ -	\$ 27.00	\$ 27.00
078468	404	SOFTWARE SYSTEMS, INC		\$ -	\$ 791.00	\$ 791.00
078468	406	SOFTWARE SYSTEMS, INC		\$ -	\$ 52.00	\$ 52.00
078468	428	SOFTWARE SYSTEMS, INC		\$ -	\$ 133.00	\$ 133.00
078469	404	SOFTWARE SYSTEMS, INC		\$ -	\$ 3,047.80	\$ 3,047.80
078470	428	SCPDC SOUTH CENTRAL PLNN		\$ -	\$ 15,000.00	\$ 15,000.00
078471	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 114.75	\$ 114.75
078472	PAYROLL	WENDY SCHUTZ		\$ -	\$ 2,250.00	\$ 2,250.00
078473	401	SOFTWARE SYSTEMS, INC.		\$ -	\$ 21,400.32	\$ 21,400.32
078474	712	SPILLMAN TECHNOLOGIES IN		\$ -	\$ 1,250.00	\$ 1,250.00
078474	712	SPILLMAN TECHNOLOGIES IN		\$ -	\$ 7,500.00	\$ 7,500.00
078475	PAYROLL	TINA DAWN STRATTON		\$ -	\$ 2,250.00	\$ 2,250.00
078476	ALLOC	JEFFERSON CO CONVENTION		\$ -	\$ 30,932.37	\$ 30,932.37
078477	401	XEROX CORPORATION		\$ -	\$ 186.32	\$ 186.32
078477	402	XEROX CORPORATION		\$ -	\$ 106.53	\$ 106.53
078477	402	XEROX CORPORATION		\$ -	\$ 363.27	\$ 363.27
078477	402	XEROX CORPORATION		\$ -	\$ 481.94	\$ 481.94
078477	402	XEROX CORPORATION		\$ -	\$ 477.86	\$ 477.86
078477	403	XEROX CORPORATION		\$ -	\$ 227.22	\$ 227.22

078477	404	XEROX CORPORATION		\$ -	\$ 71.10	\$ 71.10
078477	405	XEROX CORPORATION		\$ -	\$ 260.14	\$ 260.14
078477	406	XEROX CORPORATION		\$ -	\$ 71.10	\$ 71.10
078477	425	XEROX CORPORATION		\$ -	\$ 106.53	\$ 106.53
078477	440	XEROX CORPORATION		\$ -	\$ 515.56	\$ 515.56
078477	440	XEROX CORPORATION		\$ -	\$ 126.42	\$ 126.42
078477	440	XEROX CORPORATION		\$ -	\$ 203.87	\$ 203.87
078477	700	XEROX CORPORATION		\$ -	\$ 337.22	\$ 337.22
078477	712	XEROX CORPORATION		\$ -	\$ 367.62	\$ 367.62
078477	716	XEROX CORPORATION		\$ -	\$ 120.57	\$ 120.57
078478	PAYROLL	DEBRA A. YOUNG		\$ -	\$ 127.00	\$ 127.00
TOTAL					\$ 386,065.97	\$ 386,065.97

Motion by Mr. Compton to approve the Accounts Payable for June 8, 2017 in the amount of \$386,065.97. Motion seconded and unanimously approved.

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
078481	406	ANGELA L BANKS		\$ -	\$ 54.00	\$ 54.00
078482	425	BLUE RIDGE GARAGE DOORS		\$ -	\$ 730.00	\$ 730.00
078483	401	BEST BEST & KRIEGER LLP		\$ -	\$ 71.00	\$ 71.00
078484	PAYROLL	BOOTH AND MCCARTHY		\$ -	\$ 231.00	\$ 231.00
078485	PAYROLL	BUREAU F/CHILD SUPPORT		\$ -	\$ 49.85	\$ 49.85
078486	412	APRIL BLAKER		\$ -	\$ 53.50	\$ 53.50
078487	PAYROLL	BUREAU F/CHILD SPRT ENF		\$ -	\$ 212.31	\$ 212.31
078488	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 461.54	\$ 461.54
078489	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 119.54	\$ 119.54
078490	PAYROLL	DAVID BOYLE		\$ -	\$ 1,045.70	\$ 1,045.70
078491	425	CITY OF CHARLES TOWN		\$ -	\$ 3,800.00	\$ 3,800.00
078492	440	DAVID M. CARTER		\$ -	\$ 258.50	\$ 258.50
078493	424	CENTRAL ELEVATOR		\$ -	\$ 160.00	\$ 160.00
078493	425	CENTRAL ELEVATOR		\$ -	\$ 640.00	\$ 640.00
078494	428	DUNCAN-PARNELL INC		\$ -	\$ 885.00	\$ 885.00
078495	440	RYAN DAY		\$ -	\$ 100.96	\$ 100.96
078496	712	EASTERN PANHANDLE INVEST		\$ -	\$ 645.00	\$ 645.00
078497	415	GENERAL COUNTY FUND-J FE		\$ -	\$ 19,894.05	\$ 19,894.05
078498	440	ROGER GOODWIN		\$ -	\$ 167.50	\$ 167.50
078499	440	JESSICA GORMONT		\$ -	\$ 245.03	\$ 245.03
078500	717	GUTTMAN OIL CO		\$ -	\$ 3,090.55	\$ 3,090.55
078500	717	GUTTMAN OIL CO		\$ -	\$ 2,698.02	\$ 2,698.02

078500	717	GUTTMAN OIL CO		\$ -	\$ 3,040.52	\$ 3,040.52
078501	PAYROLL	LYN GOODWIN		\$ -	\$ 1,926.67	\$ 1,926.67
078502	PAYROLL	JENNILEE HARTMAN		\$ -	\$ 705.13	\$ 705.13
078503	405	MARY K. HURLEY		\$ -	\$ 84.70	\$ 84.70
078504	ALLOC	INDEPENDENT FIRE COMPANY		\$ -	\$ 75,000.00	\$ 75,000.00
078505	403	JEFFERSON CENTER		\$ -	\$ 100.00	\$ 100.00
078506	402	SPIRIT OF JEFFERSON		\$ -	\$ 19.46	\$ 19.46
078507	PAYROLL	JEFFERSON SECURITY BANK		\$ -	\$ 5,435.00	\$ 5,435.00
078508	711	J.H. CONSULTING LLC		\$ -	\$ 3,741.00	\$ 3,741.00
078509	440	MICHAEL MONAGHAN		\$ -	\$ 115.50	\$ 115.50
078510	PAYROLL	HELEN M. MORRIS, TRUSTEE		\$ -	\$ 415.00	\$ 415.00
078511	PAYROLL	NATIONWIDE RETIREMENT		\$ -	\$ 749.00	\$ 749.00
078512	424	POTOMAC EDISON/OH		\$ -	\$ 2,218.13	\$ 2,218.13
078512	425	POTOMAC EDISON/OH		\$ -	\$ 69.04	\$ 69.04
078512	425	POTOMAC EDISON/OH		\$ -	\$ 2,895.28	\$ 2,895.28
078512	425	POTOMAC EDISON/OH		\$ -	\$ 19,182.84	\$ 19,182.84
078513	403	LAURA STORM		\$ -	\$ 249.32	\$ 249.32
078514	402	RECORD MANAGEMENT SOLUTN		\$ -	\$ 35.00	\$ 35.00
078514	403	RECORD MANAGEMENT SOLUTN		\$ -	\$ 30.00	\$ 30.00
078515	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 10,399.08	\$ 10,399.08
078515	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 44,465.38	\$ 44,465.38
078515	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 41,036.63	\$ 41,036.63
078516	425	SHERWIN-WILLIAMS		\$ -	\$ 29.97	\$ 29.97
078517	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 3,055.00	\$ 3,055.00
078517	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 315.00	\$ 315.00
078518	425	CAPITAL TRISTATE		\$ -	\$ 220.53	\$ 220.53
078518	425	CAPITAL TRISTATE		\$ -	\$ 42.28	\$ 42.28
078518	425	CAPITAL TRISTATE		\$ -	\$ 9.35	\$ 9.35
078518	425	CAPITAL TRISTATE		\$ -	\$ 161.18	\$ 161.18
078518	425	CAPITAL TRISTATE		\$ -	\$ 245.10	\$ 245.10
078519	PAYROLL	DUSTIN TABLER		\$ -	\$ 410.90	\$ 410.90
078520	712	TELTRONIC		\$ -	\$ 750.00	\$ 750.00
078521	424	TRENARY SERVICE CO		\$ -	\$ 5,240.00	\$ 5,240.00
078521	424	TRENARY SERVICE CO		\$ -	\$ 4,100.00	\$ 4,100.00
078521	424	TRENARY SERVICE CO		\$ -	\$ 4,960.00	\$ 4,960.00
078524	401	AMAZON		\$ -	\$ 66.33	\$ 66.33
078524	401	SPRINT		\$ -	\$ 321.79	\$ 321.79
078524	402	AMAZON		\$ -	\$ 13.57	\$ 13.57
078524	402	SPIRIT OF JEFFERSON		\$ -	\$ 33.84	\$ 33.84
078524	402	SYX - TIGER DIRECT, INC.		\$ -	\$ 879.19	\$ 879.19

078524	403	APPLEBEES		\$ -	\$ 25.55	\$ 25.55
078524	403	SPRINT		\$ -	\$ 54.90	\$ 54.90
078524	403	THE RESORT AT GLADESPRIN		\$ -	\$ 1,038.21	\$ 1,038.21
078524	405	HAMPTON INNS		\$ -	\$ 119.00	\$ 119.00
078524	406	THE BUSINESS CENTER		\$ -	\$ 31.22	\$ 31.22
078524	412	COMCAST		\$ -	\$ 105.75	\$ 105.75
078524	412	WORD PROCESSING SERVICE		\$ -	\$ 560.80	\$ 560.80
078524	415	FRONTIER		\$ -	\$ 85.66	\$ 85.66
078524	415	SPRINT		\$ -	\$ 217.56	\$ 217.56
078524	424	CHARLES TOWN UTILITIES		\$ -	\$ 149.01	\$ 149.01
078524	424	FRONTIER		\$ -	\$ 9,975.99	\$ 9,975.99
078524	424	ROACH ENERGY		\$ -	\$ 461.15	\$ 461.15
078524	424	SPRINT		\$ -	\$ 109.80	\$ 109.80
078524	425	AMAZON		\$ -	\$ 199.09	\$ 199.09
078524	425	AMAZON		\$ -	\$ 54.36	\$ 54.36
078524	425	CHARLES TOWN UTILITIES		\$ -	\$ 1,240.44	\$ 1,240.44
078524	425	COMCAST		\$ -	\$ 1,024.31	\$ 1,024.31
078524	425	CRYSTAL SPRINGS		\$ -	\$ 700.67	\$ 700.67
078524	425	GRAINGER		\$ -	\$ 273.22	\$ 273.22
078524	425	JEFFERSON COUNTY P.S.D		\$ -	\$ 276.44	\$ 276.44
078524	425	JEFFERSON RENTALS		\$ -	\$ 634.85	\$ 634.85
078524	425	JEFFERSON UTILITIES, INC		\$ -	\$ 559.76	\$ 559.76
078524	425	MILLERS OFFICE PRODUCTS		\$ -	\$ 1,382.16	\$ 1,382.16
078524	425	REESES LANDSCAPE NURSERY		\$ -	\$ 104.97	\$ 104.97
078524	425	REESES LANDSCAPE NURSERY		\$ -	\$ 489.86	\$ 489.86
078524	425	ROACH ENERGY		\$ -	\$ 426.78	\$ 426.78
078524	425	SHENANDOAH SPRING WATER		\$ -	\$ 6.00	\$ 6.00
078524	425	THE HOME DEPOT		\$ -	\$ 245.96	\$ 245.96
078524	425	THE HOME DEPOT		\$ -	\$ 49.91	\$ 49.91
078524	425	THE HOME DEPOT		\$ -	\$ 558.12	\$ 558.12
078524	425	THOS SOMERVILLE		\$ -	\$ 54.44	\$ 54.44
078524	425	TRACTOR SUPPLY CO		\$ -	\$ 6.63	\$ 6.63
078524	425	WAL-MART		\$ -	\$ 76.87	\$ 76.87
078524	425	WEISS BROS OF HAGERSTOWN		\$ -	\$ 2,124.65	\$ 2,124.65
078524	428	AMAZON		\$ -	\$ 489.29	\$ 489.29
078524	428	AMAZON		\$ -	\$ 92.71	\$ 92.71
078524	428	BATTERY UNIVERSE		\$ -	\$ 853.76	\$ 853.76
078524	428	DELL		\$ -	\$ 67.49	\$ 67.49
078524	428	DELL		\$ -	\$ 3,052.80	\$ 3,052.80
078524	428	DELL		\$ -	\$ 717.56	\$ 717.56

078524	428	NETWORK SOLUTIONS		\$ -	\$ 184.95	\$ 184.95
078524	428	SPRINT		\$ -	\$ 286.22	\$ 286.22
078524	428	SYX - TIGER DIRECT, INC.		\$ -	\$ 841.98	\$ 841.98
078524	428	TEXTEDLY COM		\$ -	\$ 20.00	\$ 20.00
078524	440	INTL CODE COUNCIL INC		\$ -	\$ 477.00	\$ 477.00
078524	440	MILLERS OFFICE PRODUCTS		\$ -	\$ 52.99	\$ 52.99
078524	440	MILLERS OFFICE PRODUCTS		\$ -	\$ 98.00	\$ 98.00
078524	440	PLANETIZEN INC		\$ -	\$ 144.00	\$ 144.00
078524	440	PRINT-O-STAT		\$ -	\$ 390.82	\$ 390.82
078524	440	SPIRIT OF JEFFERSON		\$ -	\$ 115.42	\$ 115.42
078524	440	SPRINT		\$ -	\$ 329.40	\$ 329.40
078524	440	STONEWALL RESORT		\$ -	\$ 143.46	\$ 143.46
078524	700	AMAZON		\$ -	\$ 405.33	\$ 405.33
078524	700	ARBYS		\$ -	\$ 19.27	\$ 19.27
078524	700	BEST WESTERN GALLERIA IN		\$ -	\$ 155.06	\$ 155.06
078524	700	DIGITAL ALLY INC		\$ -	\$ 2,000.00	\$ 2,000.00
078524	700	FABRIC STORE		\$ -	\$ 98.55	\$ 98.55
078524	700	GHILLIE SUIT		\$ -	\$ 449.29	\$ 449.29
078524	700	GOWERS FEED INC		\$ -	\$ 86.38	\$ 86.38
078524	700	GRANT WRITING		\$ -	\$ 595.00	\$ 595.00
078524	700	RED CARPET INN SUITES		\$ -	\$ 66.60	\$ 66.60
078524	700	SLEEP INN		\$ -	\$ 255.00	\$ 255.00
078524	700	SPRINT		\$ -	\$ 3,080.70	\$ 3,080.70
078524	700	SPRINT		\$ -	\$ 35.00	\$ 35.00
078524	700	TGI FRIDAYS		\$ -	\$ 47.76	\$ 47.76
078524	700	TRACTOR SUPPLY CO		\$ -	\$ 99.98	\$ 99.98
078524	700	USPS US POSTAL SERVICE		\$ -	\$ 22.47	\$ 22.47
078524	711	AMAZON		\$ -	\$ 192.09	\$ 192.09
078524	711	CHANNING BETE CO		\$ -	\$ 500.31	\$ 500.31
078524	711	SPRINT		\$ -	\$ 374.18	\$ 374.18
078524	711	TAYLOR & FRANCIS BOOKS		\$ -	\$ 251.88	\$ 251.88
078524	711	WAL-MART		\$ -	\$ 29.04	\$ 29.04
078524	711	WAL-MART		\$ -	\$ 127.74	\$ 127.74
078524	711	WHALE OF A WASH		\$ -	\$ 14.00	\$ 14.00
078524	712	BEST BUY		\$ -	\$ 84.78	\$ 84.78
078524	712	BUSINESS TELECOM PRODUCT		\$ -	\$ 1,011.00	\$ 1,011.00
078524	712	FRONTIER		\$ -	\$ 5,099.85	\$ 5,099.85
078524	712	HAMPTON INNS		\$ -	\$ 127.68	\$ 127.68
078524	712	SPRINT		\$ -	\$ 2,747.22	\$ 2,747.22
078524	712	WAL-MART		\$ -	\$ 36.63	\$ 36.63

078524	716	AMAZON		\$ -	\$ 190.72	\$ 190.72
078524	716	DAYS END FARM HORSE RESC		\$ -	\$ 20.00	\$ 20.00
078524	716	HILLSIDE VETERINARY HOSPT		\$ -	\$ 120.66	\$ 120.66
078524	716	MU LETI		\$ -	\$ 585.00	\$ 585.00
078524	716	PANHANDLE PRINTING AND D		\$ -	\$ 61.09	\$ 61.09
078524	716	SPRINT		\$ -	\$ 109.80	\$ 109.80
078524	716	THE GREAT AMERICAN GRILL		\$ -	\$ 39.68	\$ 39.68
078524	716	THE HOME DEPOT		\$ -	\$ 19.98	\$ 19.98
078524	716	VALLEY EQUINE ASSOC.		\$ -	\$ 387.00	\$ 387.00
078524	716	WAL-MART		\$ -	\$ 14.88	\$ 14.88
078524	717	EXXON		\$ -	\$ 27.45	\$ 27.45
078524	717	FISHER AUTO PARTS		\$ -	\$ 298.91	\$ 298.91
078524	717	HAGERSTOWN FORD		\$ -	\$ (266.96)	\$ (266.96)
078524	717	S&S MOTORS - NAPA PARTS		\$ -	\$ 1,117.00	\$ 1,117.00
TOTAL					\$ 320,899.70	\$ 320,899.70

Motion by Ms. Noland to approve the Accounts Payable for June 15, 2017 in the amount of \$320,899.70. Motion seconded and unanimously approved.

APPROVAL OF MANUAL CHECKS

COAL SEVERANCE			
OO2			
Date	Check #	VENDOR	Amount
6/9/2017	443	BRENDA HINKLE	\$ 325.76
HOME DETETION			
OO8			
Date	Check #	VENDOR	Amount
06/09/17	568	3M ELECTRONIC MONITORING	\$ 2,670.00
06/09/17	569	CDA	\$ 511.50
06/09/17	570	UNITED BANK	\$ 108.90
FARMLAND PROTECTION BOARD			

O57			
Date	Check #	VENDOR	Amount
6/9/2017	289	JEFFERSON CO FARMLAND PROT.	\$ 87,325.69
BARDANE			
244			
Date	Check #	VENDOR	Amount
6/9/2017	618	UNITED BANK	\$ 497.36
SHERIFF CAPITOL O/L			
246			
Date	Check #	VENDOR	Amount
6/9/2017	1621	UNITED BANK	\$ 2,149.30
IMPACT FEES			
249			
Date	Check #	VENDOR	Amount
06/09/17	1092	SHERIFF JEFFERSON CO -SCHOOL	\$ 175,298.78
06/09/17	1093	SHERIFF JEFFERSON CO - LAW	\$ 3,563.04
06/09/17	1094	SHERIFF JEFFERSON CO - PARKS	\$ 13,338.64
6/9/2017	1095	SHERIFF JEFFERSON CO - FIRE/EMS	\$ 1,452.52
TOTAL			\$ 287,241.49

Motion by Ms. Tabb to approve the Manual Checks for June 8, 2017 in the amount of \$287,241.49. Motion seconded and unanimously approved.

Date	Check #	VENDOR	Amount
6/16/2017	627	GLOBAL SCIENCE & TECH	\$ 7,415.27

SHERIFF CAPITOL O/L			
246			
Date	Check #	VENDOR	Amount
6/16/2017	1622	SHERWIN WILLIAMS	\$ 270.02
6/16/2017	1623	84 LUMBER	\$ 3,214.32
6/16/2017	1624	CAPITAL TRISTATE	\$ 2,471.64
6/16/2017	1625	G& TRIPLE T, LLC	\$ 900.00
6/16/2017	1626	MILLER'S SUPPLIES AT WORK	\$ 37,667.77
TOTAL			\$ 51,939.02

Motion by Ms. Noland to approve the Manual Checks for June 15, 2017 in the amount of \$51,939.02. Motion seconded and unanimously approved.

APPROVAL OF PAYROLL

Motion by Mr. Compton to approve the Payroll for June 1, 2017 in the amount of \$235,419.17. Motion seconded and unanimously approved.

PUBLIC COMMENT:

Jeffrey Bannon, resident – spoke about his displeasure over the announcement that the dog park area at Sam Michael’s Park would be moved and reduced greatly in size.

Terri Thorson, resident – also expressed her disappointment in a smaller dog park, stating that the area was not just a dog park, but a social community gathering point. Ms. Thorson also stated there was an organized group dedicated to helping the Parks and Recreation Commission raise funds for a larger dog park.

Sheriff Pete Doughery – provided the Commission with an update on various grants being pursued for new radios, a new animal control vehicle, and a school resource office.

Sue Lawton, General Manager of the Jefferson County Public Service District – provided the Commission and the audience with her personal opinion regarding Charles Town’s acquisition of the PSD’s assets.

PRESENTATIONS

1. Laura Storm, Circuit Clerk – requested approval of employment for a deputy clerk position within her office.
 - **Motion by Mr. Compton to approve the employment of Samantha Combs as a deputy clerk within the Circuit Clerk’s Office at a salary of \$28,252.84, Step II, Grade B, effective June 26, 2017 and an increase to Step II, Grade C upon successful completion of a 90 day probationary period. Motion seconded and unanimously approved.**

2. Daniel P. Lutz, WV Conservation Agency, Mountain Party of West Virginia – requested the Commission to move the West Virginia Department of Environmental Protection to hold a public hearing on the injection well proposal at the Bardane Industrial Park, with the hearing to be held in Jefferson County during the evening hours for maximum participation.
 - It was the consensus of the Commission to delay action on this item until further information is available.

3. John Maxey, Blue Ridge Watershed Coalition – discussed information regarding the stormwater issue on the mountain above the intersection of Route 340 and Chestnut Hill Road. No action was taken during this item, although the Commission requested Ms. Grove stay in contact with the West Virginia Department of Highways regarding this matter.

4. Interviews and appointments to the Jefferson County Parks and Recreation Commission - three three-year terms ending June 30, 2020.
 - It was the consensus of the Commission to delay action on this item until the June 29, 2017 regularly scheduled meeting.

5. The Commission recessed for break at 10:45 am.
The Commission reconvened at 11:00 am.

6. Lynn Fields, Probate Office
 - a. Requested the approval and closure of the estates of Peter G. Saunders, deceased
 - **Motion by Ms. Tabb to convene as a Fiduciary Review Board. Motion seconded and unanimously approved.**

 - **Motion Ms. Noland to approve and close the estates of Peter G. Saunders, deceased. Motion seconded and unanimously approved.**

- b. Requested the ability to probate in Solemn Form the Last Will and Testament of Donald Jackson, deceased
 - **Motion by Ms. Tabb to approve the ability to probate in solemn form the Last Will and Testament of Donald Jackson, deceased. Motion seconded and unanimously approved.**
7. Interviews and Appointments to the Summit Point Library Committee – one five year term ending June 30, 2020.
- **Motion by Ms. Tabb to reappoint Edmond Uzan to the Summit Point Library Committee for a five year term ending June 30, 2020. Motion seconded and unanimously approved.**
8. Jeffrey Polczynski, Director of Communications
- a. Requested the approval of Employment for Elizabeth “Lisa” Dutko as Administrative Assistant.
 - **Motion by Ms. Tabb to approve the employment of Elizabeth “Lisa” Dutko as the full-time Administrative Assistant as a Grade II, Step C with a step increase after one year of employment and successful employee evaluation to Grade II, Step D. Motion seconded and unanimously approved.**
 - b. Wage Step Modification for Christopher Cross, Deputy Director of Communications
 - **Motion by Ms. Noland to modify the wage of the Deputy Director of Communications from a Grade V, Step I to a Grade V, Step IV. Motion seconded and unanimously approved.**
9. Roger Goodwin, Chief County Engineer
- a. Letter of Credits Securing Construction Bonds
 - **Motion by Ms. Noland to authorize Staff to call any Letter of Credits that are due that have not been renewed by the close of business on Friday, July 7, 2017. Motion seconded and unanimously approved.**
 - b. Complete Construction Bond Release for Uvilla United Methodist Church – Uvilla United Methodist Church Addition (File #S15-01)
 - **Motion by Mr. Compton to authorize a complete release of the remaining \$126,075.00 from the construction bond for Uvilla United Methodist Church –**

Uvilla United Methodist Church Addition (File #S15-01). Motion seconded and unanimously approved.

c. Complete Construction Bond Release for Decker Holdings, LLC – Apple Valley Waste Expansion (#S16-02) – Performance Bond No. SUR29100002 with Ironshore Indemnity, Inc., New York, NY

- **Motion by Ms. Tabb to authorize a complete release of the remaining \$453,429.00 from the construction bond for Decker Holdings, LLC – Apple Valley Waste Expansion (File #S16-02). Motion seconded and unanimously approved.**

d. Tolling of Bonds for Breckenridge Phase 1, Lots 23-45 and Phase 1, Lots 1-9: Files 07-31 and 12-01.

- **Motion by Mr. Onoszko to Toll the Bond for Breckenridge Phase 1 Lots 23-45 (File 07-31) for a period of four (4) years conditioned on the Bonding Policy being met. Motion seconded and unanimously approved.**
- **Motion by Ms. Noland to Toll the Bond for Breckingridge Phase 1 Lots 1-9 (File 12-01) for a period of four (4) years conditioned on the Bonding Policy being met. Motion seconded and unanimously approved.**

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

UNFINISHED BUSINESS

11. Discuss qualifications of Public Service District Board appointees – due to time constraints, it was the consensus of the Commission to discuss this item during the June 29, 2017 regularly scheduled meeting.

NEW BUSINESS

12. Discuss appointing a County Commission Liaison to the Fire Chief's Committee - Ms. Grove informed the Commission that the Fire Chief's Committee and the Fire and Rescue Association would be consolidating into one organization, and that Commissioner Jane Tabb, who currently serves as the Commission liaison to the JCESA, was requested to remain serving as the liaison for the joint committee.

13. Discuss filing a PSD Dissolution Case before the Public Service Commission

FINANCIAL DIRECTOR REPORTS

- Review and Approval of FY2017 State Budget Revision 9 for the General Fund
 - **Motion by Ms. Tabb to approve FY17 State Budget Revision #9 for the General Fund as presented. Motion seconded and unanimously approved.**

- Review and Approval of FY2017 Internal Budget Revision 5 for the General Fund
 - **Motion by Ms. Noland to approve FY17 Internal Budget Revision #5 for the General Fund as presented. Motion seconded and unanimously approved.**

COUNTY ADMINISTRATOR REPORTS

- Update on EEOC Complaint
 - **Motion by Mr. Onoszko to enter into Executive Session citing personnel matters. Motion seconded and unanimously approved.**

 - **Motion by Mr. Hudson to come out of Executive Session. Motion seconded and unanimously approved.**

- Update on policies and diversity/sensitivity training – Ms. Grove stated she was hoping to select a date for diversity/sensitivity training to coincide with the dispatchers’ all-staff meeting. Ms. Grove also stated she was investigating online, webinar based training so employees could access the information and complete an assessment at their convenience.

- Discuss possible transfer tax increase
 - **Motion by Mr. Onoszko to pursue the necessary steps to raise the transfer tax. Motion dies for lack of a second.**

- Discuss establishment of wage and benefits review board pursuant to WV 7-1-3dd – it was the consensus of the Commission to request Mr. Grove proceed with the formation of a wage and benefits review board.

14. Nathan Cochran, Assistant Prosecuting Attorney

- Discussion of PSD Dissolution & Pending Appeal of the PSC decision
- Discussion of collection of late ambulance fees
- Discuss issues related to the County cable franchise agreement
- **Motion by Mr. Onoszko to enter into Executive Session. Motion seconded and unanimously approved.**
- **Motion by Mr. Hudson to come out of Executive Session. Motion seconded and unanimously approved.**
- **Motion by Ms. Tabb to direct staff to solicit citizen input in a variety of outreach manners on the current Comcast cable service in the County. Motion seconded and unanimously approved.**

15. Work Session – Discuss Charles Town’s Proposal for PSD Asset Acquisition

- **Motion by Mr. Compton to accept Charles Town Utility Board’s proposal for the acquisition of assets of the Jefferson County Public Service District contingent upon the following changes: Items 1, 2, and 3 on page five of the Proposal be revisited concerning the nomination of three individuals to serve on the Charles Town Utility Board, in addition to the appointment of a County liaison who will not have voting rights or be privy to executive session; item 2 on page 6 be revised to include language in compliance with current state code and regulations; currently inactive sewer treatment plant in the Burr Industrial park be acquired and decommissioned by the City of Charles Town. Motion seconded and passes on a vote of 3-2 with Commissioners Noland and Tabb opposing.**
- **Motion by Mr. Onoszko to hold a public hearing on July 6, 2017 at 7:00 pm to receive public input regarding the City of Charles Town’s Resolution re: Asset Acquisition of the Jefferson County Public Service District. Motion seconded and passes on a vote of 4-1 with Commissioner Noland opposing.**

16. Discuss PSD financial management/review quotes received for PSD independent audit

- **Motion by Mr. Compton to extend the bid period for proposals for the independent audit of the Jefferson County Public Service District financials and proceed with the audit contingent upon accepting a bid. Motion seconded but tabled until the July 6, 2017 regular meeting.**

There being no further business, motion by Commissioner Compton to adjourn at 5:20 pm. Motion seconded and unanimously approved.

PETER ONOSZKO, PRESIDENT

Respectfully submitted
Jessica D. Carroll
Administrative Assistant

PURCHASE ORDERS TO BE APPROVED

June 29, 2017

DEPARTMENT	P.O. NUMBER	AMOUNT	VENDOR	DESCRIPTION
CENTRAL GARAGE	52664	\$5,295.79	Miller Chrysler Jeep Dodge	Replacement motor for Sheriff's vehicle
ENGINEERING, PLANNING, ZONING	52808	\$ 9,750.00	Dodson Septic Tank Cleaning	Bardane Ind. Park WWTP Decommission
GRAND TOTAL		\$ 15,045.79		



THE COUNTY COMMISSION OF JEFFERSON COUNTY

Charles Town, West Virginia 25414

REQUISITION

No. 52664

VENDOR:

*Millus
Chrysler Jeep Dodge Ram*

DELIVER TO:

Central Garage

QUANTITY	DESCRIPTION - BUDGET LINE - ITEM NUMBER	PRICE	UNIT	AMOUNT
	<i>Replacement motor for Sheriff's vehicle</i>			<i>5295 79</i>
	<i>717-341</i>			

1. ENTER NAME AND MAILING ADDRESS OF VENDOR IN SPACE PROVIDED
2. PROVIDE MAILING AND/OR SHIPPING ADDRESS. ITEMS THAT ARE SHIPPED MUST HAVE STREET ADDRESS.
3. PROVIDE A DESCRIPTION OF ITEMS(S) BEING REQUESTED.
4. INCLUDE BUDGET LINE-ITEM NUMBER TO BE CHARGED FOR EACH ITEM.
5. SIGN AND FORWARD TO COUNTY COMMISSION. UPON APPROVAL, A COUNTER-SIGNED COPY WILL BE RETURNED FOR YOUR RECORDS.

THE ITEMS REQUESTED ABOVE ARE NECESSARY AND FOR THE EXCLUSIVE USE OF THIS DEPARTMENT.

Anna L. Kim *6/15/17*
Signature Date

PURCHASE OF THE ABOVE REQUESTED ITEMS APPROVED. FUNDS HAVE BEEN ENCUMBERED.

Signature

Date



THE COUNTY COMMISSION OF JEFFERSON COUNTY

Charles Town West Virginia 25414

REQUISITION

No. **52808**

VENDOR

Dodson Septic Tank Cleaning, Inc.
P. O. Box 321
Ranson, WV 25438
S.T.P. No. 19-0203-01

DELIVER TO

Jefferson County
Department of Engineering, Planning & Zoning
P. O. Box 716
Charles Town, WV 25414

QUANTITY	DESCRIPTION - BUDGET LINE - ITEM NUMBER	PRICE	UNIT	AMOUNT	
	LINE ITEM #001-440-02-223-000-GG-000				
	Bardane Industrial Park WWTP Decommission			\$ 3,000	00
	Invoice 18367 5/24/17			6,750	00
	Invoice 18368 5/26/17				
	GRAND TOTAL			\$9,750	00

1. ENTER NAME AND MAILING ADDRESS OF VENDOR IN SPACE PROVIDED
2. PROVIDE MAILING AND/OR SHIPPING ADDRESS. ITEMS THAT ARE SHIPPED MUST HAVE STREET ADDRESS.
3. PROVIDE A DESCRIPTION OF ITEM(S) BEING REQUESTED
4. INCLUDE BUDGET LINE-ITEM NUMBER TO BE CHARGED FOR EACH ITEM.
5. SIGN AND FORWARD TO COUNTY COMMISSION. UPON APPROVAL, A COUNTER- SIGNED COPY WILL BE RETURNED FOR YOUR RECORDS

THE ITEMS REQUESTED ABOVE ARE NECESSARY AND FOR THE EXCLUSIVE USE OF THIS DEPARTMENT.

June 23, 2017

Reginald Goodwin/rfg

Signature Date

PURCHASE OF THE ABOVE REQUESTED ITEMS APPROVED. FUNDS HAVE BEEN ENCUMBERED.

Signature Date

DESCRIPTION	Fund 001 CO.	Fund 003 Dog	Total
Gross Wages	\$ 372,481.14		\$ 372,481.14
6.2% Tax Payable OASDI	22,232.69		\$ 22,232.69
1.45% Tax Payable HI	5,199.54		\$ 5,199.54
Fed Withholding	41,036.63		\$ 41,036.63
WV State Withholding	16,170.94		\$ 16,170.94
PERS Retirement Deduct 4.5%	11,402.84		\$ 11,402.84
PERS Retirement Deduct 6%	2,263.27		\$ 2,263.27
Hosp. Pre-Tax	11,406.50		\$ 11,406.50
Cancer/ICU Pre-Taxed	1,003.63		\$ 1,003.63
Cancer/ICU Not Pre-Taxed	765.89		\$ 765.89
Optional Life Not Pre-Taxed	2,088.06		\$ 2,088.06
Christmas Club	5,435.00		\$ 5,435.00
Wage Attach #1	1,276.93		\$ 1,276.93
Wage Attach #3	212.31		\$ 212.31
DSRS Retirement Deduct 8.5%	5,326.10		\$ 5,326.10
457 - Nationwide	749.00		\$ 749.00
457I - Empower	3,055.00		\$ 3,055.00
457R - Roth	315.00		\$ 315.00
MD State Tax	467.95		\$ 467.95
D/VF	1,478.97		\$ 1,478.97
VA. State Tax	53.92		\$ 53.92
COLONIAL(PLUS)	102.55		\$ 102.55
Total Deductions	\$ 132,042.72	\$ -	\$ 132,042.72
Net Wages Total	\$ 240,438.42	\$ -	\$ 240,438.42
Payroll Date	15-Jun-2017		

**NOTICE OF PUBLIC HEARING
COUNTY COMMISSION OF JEFFERSON COUNTY
ZONING MAP AMENDMENT**

The County Commission of Jefferson County will hold a Public Hearing regarding a Zoning Map Amendment for property designated as Tax District Harpers Ferry, Map 9, Parcel 58.1 - Harpers Ferry Holdings, LLC. The property is currently zoned Residential Growth and a request has been made by the property owner to change to the Residential-Light Industrial-Commercial zoning category.

The hearing will be held on **Thursday, June 29, 2017, at 7:15 p.m.** in the Old Charles Town Library Meeting Room, 200 East Washington Street, Charles Town, WV 25414.

Anyone wishing to provide written or oral comment may do so at this meeting or send comments to info@jeffersoncountywv.org.

Review of the documents are available at the following website:

www.jeffersoncountywv.org

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



JEFFERSON COUNTY, WEST VIRGINIA

Office of Planning and Zoning

116 East Washington Street, 2nd Floor

P.O. Box 716

Charles Town, WV 25414

www.jeffersoncountywv.org

Email: planningdepartment@jeffersoncountywv.org
zoning@jeffersoncountywv.org

Phone: (304) 728-3228

Fax: (304) 728-8126

MEMO

TO: County Commission of Jefferson County
FROM: Jennifer M. Brockman, AICP, County Planner and
Alexandra Beaulieu, Zoning Administrator
DATE: June 29, 2017
RE: Planning Commission Recommendation regarding Harpers Ferry Holdings, LLC
Zoning Map Amendment Request (PC File # Z17-02)

On Thursday, June 1, 2017 Paul Raco (consultant) on behalf of Harpers Ferry Holdings, LLC (applicant) presented a petition for a zoning map amendment for parcel 58.1 on Tax Map 9 in the Harpers Ferry (04) Tax District, located at 126 Alstadts Hill Road, before the County Commission. The petition is to rezone the referenced parcel from Residential Growth (RG) to Residential-Light Industrial-Commercial (RLIC).

In accordance with West Virginia State Code Section 8A-7-9(c), the County Commission referred the petition to the Planning Commission for their recommendation as to whether the proposed amendment is consistent with the adopted Comprehensive Plan.

On Tuesday, June 13, 2017 Paul Raco (consultant) on behalf of Harpers Ferry Holdings, LLC (applicant) presented the zoning map amendment request (Z17-02) before the Planning Commission. The subject parcel is located within the identified Preferred Growth Area for 340 East as referenced in the *Envision Jefferson 2035 Comprehensive Plan* and is shown as Future Residential or Commercial on the Future Land Use Guide. In reviewing the request with the County's adopted Comprehensive Plan, the Planning Commission determined that the proposed Zoning Map Amendment to rezone the subject parcel from Residential Growth to Residential-Light Industrial-Commercial is consistent with the *Envision Jefferson 2035 Comprehensive Plan*.

In accordance with West Virginia State Code 8A and Article 12 of the Jefferson County Zoning Ordinance, a Public Hearing before the County Commission has been scheduled for June 29, 2017 at 7:15 p.m.

Attachment:

- *Staff Report -- Zoning Map Amendment Z17-02 for 06-13-17 Planning Commission Meeting*

STAFF REPORT

Jefferson County Planning Commission Meeting

June 13, 2017

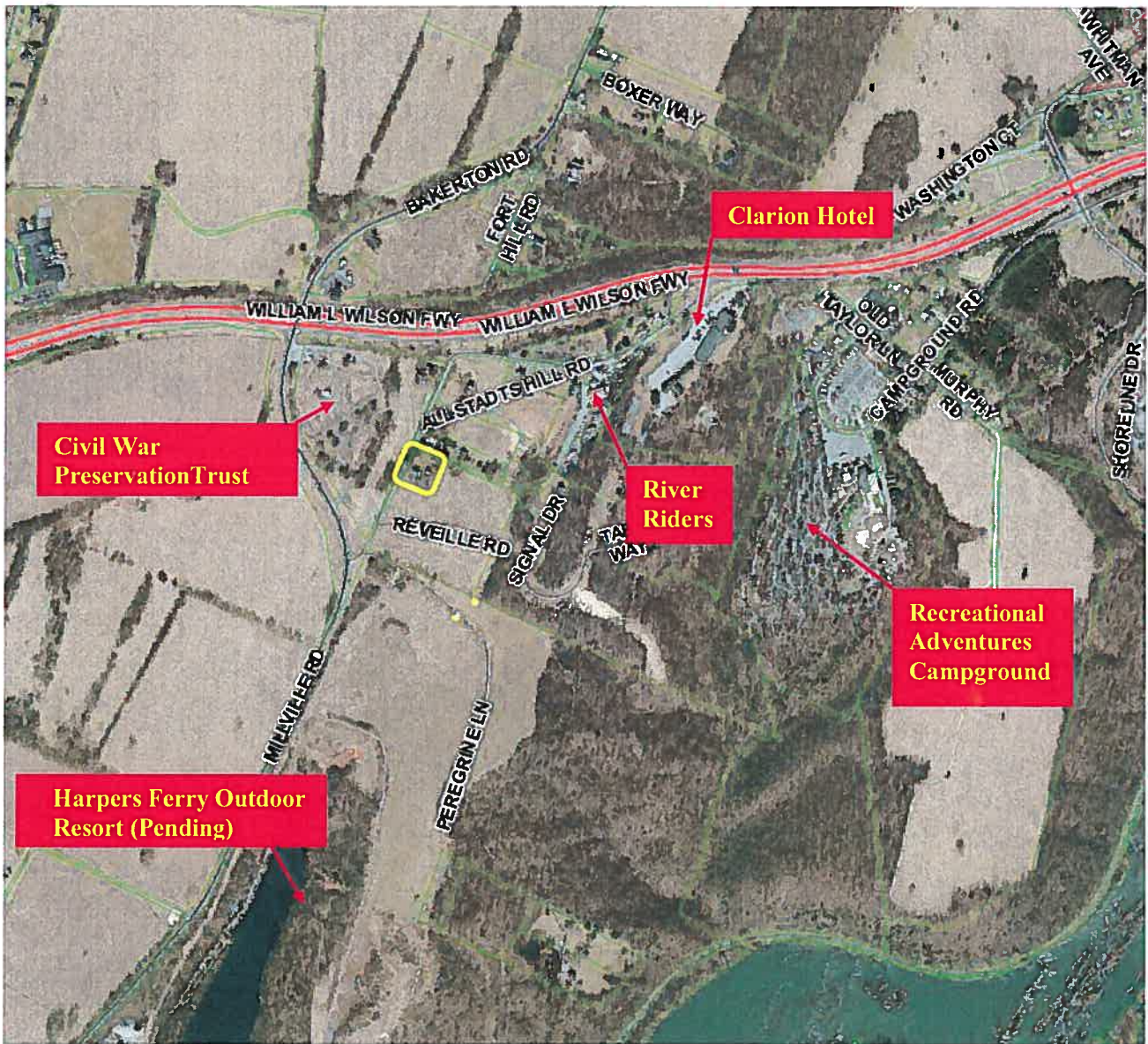
Applicant's Request

The applicant's request is to have the property located at 126 Alstadts Hill Road rezoned from Residential Growth (RG) to Residential/Light Industrial/Commercial (RLIC).

Neighboring Uses

The property under consideration for this Zoning Map Amendment is adjacent to or in close proximity to the following non-residential uses:

- Civil War Preservation Trust
- Harpers Ferry Outdoor Resort (Pending)
- Clarion Hotel
- River Riders
- Recreational Adventures Campground (KOA)



STAFF REPORT

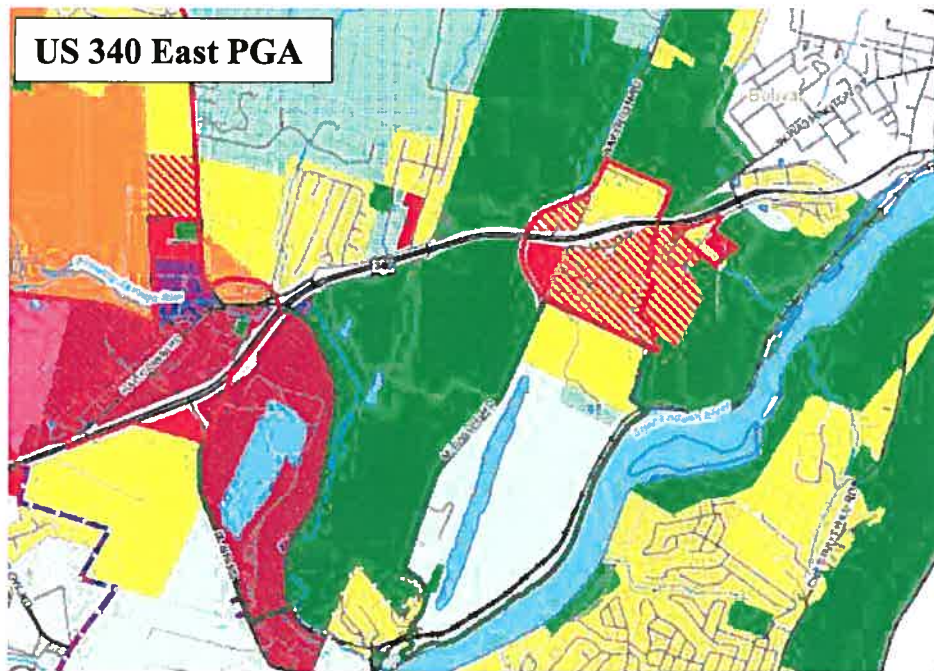
Jefferson County Planning Commission Meeting

June 13, 2017

Scope of this Assessment

This report focuses on whether or not the Zoning Map Amendment application is consistent with the *Envision Jefferson 2035 Comprehensive Plan (2035 Plan)* and provides a Staff recommendation based on review of the various plan sections and elements. Staff's professional recommendation is that the request is **consistent** with the *2035 Plan* because of its location within the County designated US 340 East Preferred Growth Area and its designation on the Future Land Use Guide as Future Residential or Commercial.

It should be noted that Staff have no statutory authority to make decisions in this regard. The County Commission, with the recommendation of the Planning Commission, has the authority to approve or deny a zoning map amendment.



Zoning Map Amendment Public Hearing Process

Article 12 of the Zoning Ordinance requires that the "procedure for amendment [by petition] shall be as dictated in Section 8A-7-9 et seq of the West Virginia State Code as amended." Regarding amendments by petition, State statute provides that, "Before amending the zoning ordinance, the governing body with the advice of the planning commission must find that the amendment is consistent with the adopted comprehensive plan." [See WVC 8A-7-9(c)].

Relevant *Envision Jefferson 2035 Comprehensive Plan* Elements and Commentary

1. Land Use and Growth Management Element

Future Land Use Guide (p. 215)

The *Envision Jefferson 2035 Comprehensive Plan* differs from other Plans previously adopted in Jefferson County, in part, due to the inclusion of the Future Land Use Guide, which depicts recommended future land uses (p.16). The Future Land Use Guide is intended to be used in combination with the recommendations of the *2035 Plan* when considering owner initiated zoning map amendments. The purpose of the Future Land Use Guide is to assist the Planning Commission and County Commission in making decisions on changes to the Zoning Map. The *2035 Plan* states

STAFF REPORT

Jefferson County Planning Commission Meeting

June 13, 2017

that the review of all zoning map amendment requests shall include consideration of all of the recommendations created as part of this Plan and that all zoning map amendments shall be in conformance with the Future Land Use Guide and the recommendations of the *2035 Plan* (p.17). The Future Land Use Guide also includes a note that states: "Use of this map is to be in combination with the text and land use recommendations of the *Envision Jefferson 2035 Comprehensive Plan* when considering zoning map amendments and future land use decisions."

A subsection of the *Plan* found on page 26, entitled "Land Use Classifications as shown on the Future Land Use Guide" further states the following:

"The land use classifications on the Existing Land Use Map and Future Land Use Guide were developed throughout the planning process and may not relate precisely to a single zoning classification. These land use classifications are intended to provide guidance to the County and Planning Commissions when considering owner initiated zoning map amendments (rezoning requests). According to Chapter 8A of the West Virginia State Code, as amended, the County Commission can approve any zoning ordinance map or text amendment by finding that the request is consistent with the Comprehensive Plan."

The subject parcel is located within the identified Preferred Growth Area for US 340 East and is shown on the Future Land Use Guide as Future Residential or Commercial and does not specify a single zoning district. The applicant is requesting Residential-Light Industrial-Commercial.

The criteria for evaluating zoning map amendments in a Preferred Growth Area are found within the Recommendations Section under "Urban Level Development" (p. 30).

The *2035 Plan* includes a recommendation that states all future commercial/industrial zoning map amendment requests should be required to utilize the new zoning categories and should be discouraged from using the existing Residential-Light Industrial-Commercial (R-LI-C) District as a zoning category for zoning map amendment requests. However, because the surrounding properties are primarily zoned Residential-Light Industrial-Commercial, it seems appropriate to allow this one acre parcel to utilize the same zoning category as the surrounding properties to create uniformity.

2. Land Use Map Classifications

Appendix G (p. 237) of the *Envision Jefferson 2035 Comprehensive Plan* provides a detailed explanation of the Land Use Map Classifications utilized on the Existing Land Use Map and Future Land Use Guide which are intended to provide guidance to the Planning and County Commissions when considering owner-initiated zoning map amendments (rezoning requests).

Appendix G states that the intent of the "Residential or Commercial" land use category is to reflect properties zoned Residential-Light Industrial-Commercial where it may be more likely that residential or commercial development would occur. However, the property is still zoned R-LI-C and has the zoning entitlement right to utilize light industrial uses.

The majority of the surrounding properties are owned by Harpers Ferry Holdings and zoned Residential-Light Industrial-Commercial. Therefore, based on the Future Land Use Map reflecting Future Residential or Commercial, and the location within the Preferred Growth Area, Staff believes the request is compatible with the *Comprehensive Plan*.

STAFF REPORT

Jefferson County Planning Commission Meeting

June 13, 2017

3. Proposed Zoning District – Residential-Light Industrial-Commercial:

The purpose of the Residential-Light Industrial-Commercial (RLIC) District (Section 5.8) is to guide high intensity growth into the designated growth area. The uses permitted in this district include light industrial uses.

4. Staff Recommendation

Staff finds the proposed rezoning is **consistent** with the *Envision Jefferson 2035 Comprehensive Plan*. It is located within the identified US 340 East Preferred Growth Area and is shown as Future Residential or Commercial development on the Future Land Use Guide.

5. Planning Commission Action

Article 12 of the Zoning Ordinance, in accordance with State Code, requires the County Commission to refer rezoning petitions to the Planning Commission for their review and recommendation as to whether the amendment is consistent with the adopted *Comprehensive Plan*. Such recommendation will be required to be sent to the County Commission prior to the County Commission's public hearing which shall be held within 60 days of the date the petition is presented.

The County Commission has scheduled the required Public Hearing for June 29, 2017 at 7:00 PM. Therefore, the Planning Commission is required to review this application and make a recommendation to the County Commission prior to this meeting.

Attachments:

- Appendix C: Residential/Light Industrial/Commercial Principal Permitted and Conditional Uses



JEFFERSON COUNTY, WEST VIRGINIA
Departments of Planning and Zoning

116 East Washington Street, P.O. Box 338
 Charles Town, WV 25414

File Number: _____
 Staff Initials: _____
 Application Fee: \$ _____

www.jeffersoncountywv.org/government/departments/planning-and-zoning-department.html

Email: planningdepartment@jeffersoncountywv.org
zoning@jeffersoncountywv.org

Phone: (304) 728-3228
 Fax: (304) 728-8126

Zoning Map Amendment (Rezoning)

Pursuant to Article 12, a Zoning Map Amendment is a procedure to amend the official Zoning Map of the County by changing the zoning designation of a property. In order for a proposed amendment to be approved, the County Commission, with the advice of the Planning Commission, must find that the amendment is consistent with the adopted Comprehensive Plan, or if it is inconsistent, must make findings in accordance with the requirements of 8A-7-8 et seq of the WV State Code. All Amendments to the Zoning Map require a Public Hearing to be held by the Planning Commission for the purpose of making a recommendation to the County Commission. Subsequently, all recommended map amendments require a Public Hearing before the County Commission prior to a final determination.

Property owner information

Name: Harpers Ferry Holdings, LLC
 Mailing Address: 408 Alstadt Hill Road Harpers Ferry, WV 25425
 Phone Number: 304-535-2663 Email: _____

Applicant contact information

Name: Same as above & below
 Mailing Address: _____
 Phone Number: _____ Email: _____

Applicant representative

Name: Paul J. Raco, P.J. Raco Consulting LLC
 Mailing Address: PO Box 548, Charles Town WV 25414
 Phone Number: 304/676-8256 Email: pjraco.consulting@gmail.com

Physical property details

Physical Address: Alstadt Hill Road
 City: Harpers Ferry State: WV Zip Code: 25425
 Tax District: HF D Map No: 9 Parcel No: 58.1
 Parcel Size: 1 ac Deed Book: 1183 Page No: 309

Current Zoning District (please check one)

Residential Growth (RG) <input checked="" type="checkbox"/>	Industrial Commercial (IC) <input type="checkbox"/>	Rural (R) <input type="checkbox"/>	Residential- Light Industrial- Commercial (RLIC) <input type="checkbox"/>	Village (V) <input type="checkbox"/>	Neighborhood Commercial (NC) <input type="checkbox"/>	General Commercial (GC) <input type="checkbox"/>
		Highway Commercial (HC) <input type="checkbox"/>	Light Industrial (LI) <input type="checkbox"/>	Major Industrial (MI) <input type="checkbox"/>	Planned Neighborhood Development (PND) <input type="checkbox"/>	Office/ Commercial Mixed-Use (O/C) <input type="checkbox"/>
Place Received Date Stamp Here						

Proposed Zoning District (please check one)

Residential Growth (RG)	Industrial Commercial (IC)	Rural (R)	Residential- Light Industrial- Commercial (RLIC)	Village (V)	Neighborhood Commercial (NC)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
General Commercial (GC)	Highway Commercial (HC)	Light Industrial (LI)	Major Industrial (MI)	Planned Neighborhood Development (PND)	Office/ Commercial Mixed-Use (O/C)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

For a Zoning Map Amendment request, the "burden of proof" is on the applicant to show why the proposed zoning is more appropriate than the existing zoning. Accordingly, please explain how the following factors support your proposal.

Describe your proposed use (and/or project) and describe why the Zoning Map Amendment is necessary for the proposed use (and/or project) described.

SEE Attached

Describe how the Zoning Map Amendment will be consistent with the objectives and policies of the Comprehensive Plan.

see Attached

Discuss any change(s) of transportation characteristics (i.e., type and frequency of traffic, adequacy of existing transportation routes), and neighborhood characteristics from when the original ordinance was adopted.

See Attached

Do you request that the Planning and Zoning Staff present the petition to the Planning Commission for the purpose of setting the public hearing date?

- Yes, I request that the Planning and Zoning Staff present the petition N/A
- No, I prefer to present the petition

Plat or Sketch Plan (provide as an attachment to this application)

The plat or sketch must be pursuant to Zoning Ordinance, Section 7.4 (b). The sketch plan shall include the entire original parcel as it appeared on the date this ordinance took effect. The property proposed for development shall be drawn to a reasonable scale (eg. 1" = 50', 1" = 100', or 1" = 200'). The sketch plan shall show, in simple form, the proposed layout of lots, parking areas, recreational areas, streets, building areas, and other features in relation to each other and to the tract boundaries. Contour lines should be superimposed on the sketch plan. Natural features such as woods, watercourses, prominent rock outcroppings, sinkholes and quarries shall be delineated.

Is Plat or Sketch Plan attached?

Yes No

Original signature of all property owners is required. The information given is correct to the best of my knowledge (Please attach additional signature page if needed).



Signature of Property Owner	Date
Signature of Property Owner	Date

The Planning Commission is required to set a public hearing on the proposed Zoning Map Amendment within 60 days of the date upon which a complete petition is presented to the Planning Commission at a Planning Commission Meeting. A complete petition, and related fees, shall be submitted to Departments of Planning and Zoning for placement on the Planning Commission agenda at least two (2) weeks prior to the meeting date at which the petition will be presented. Upon request, Planning and Zoning staff can present the petition to the Planning Commission on behalf of the applicant for purpose of setting the public hearing date. At the conclusion of the Planning Commission's Public Hearing, or at the next regular Planning Commission meeting, the Planning Commission shall make a recommendation to the County Commission regarding approval or disapproval of the requested Map Amendment. This recommendation shall be forwarded to the County Commission within four (4) weeks of final Planning Commission action.

The Planning Commission finds this request consistent/inconsistent with the Comprehensive Plan by a vote of _____ for and _____ against, this day of _____, _____, _____.

Recommended *Not Recommended*

The County Commission finds this request consistent/inconsistent with the Comprehensive Plan by a vote of _____ for and _____ against, this day of _____, _____, _____.

Approved *Disapproved*

Final Determination/Other Comments

MAP AMENDMENT REQUEST
Article 12, Jefferson County Zoning Ordinance
Harpers Ferry Holdings, LLC
April 15, 2017

Owner:

Harpers Ferry Holdings, LLC
408 Alstadts Hill Road
Harpers Ferry, WV 25425
304.535-2663

Applicant:

Same: Harpers Ferry Holdings, LLC C/O Matt Knott

Ordinance Citation:

Article 12 of the Jefferson County Zoning and Development Review Ordinance, as amended.

Map Amendment/Rezoning Request:

An amendment to the Zoning Map which is adopted by reference in the Zoning Ordinance that consists of a change that only applies to a specific property, changing from one existing zoning designation to another existing zoning designation. A map amendment does not permit changes, conditions or alterations to uses permitted within an existing zoning designation as all zoning designations must be uniformly applied to all property which are subject to said designation.

Substantiation for the Request:

1. The Envision 2035 Comprehensive Plan and Future Land Use Guide are the documents that were just adopted to guide growth. Both the Plan and Map/Guide support the Map Amendment/Rezoning. The properties are currently shown on the Future Land Use Guide as Commercial/Residential and the Owner is seeking a map amendment to the Residential/Light Industrial/Commercial District (commonly known as the Mixed-Use Zone). The property is already zoned Residential Growth, so the addition of the commercial possibility will make it much more consistent with the surrounding land already zoned Mixed Use. The Light Industrial aspect of the zone is not relevant as the property is only one acre, so that use would not be practical.

2. Many of the properties in this area were zoned as Mixed Use since 1989. However, in the last 5 years, the remaining property surrounding this property were rezoned to the Mixed-Use Zone (including the Old Standard Quarry Property most recently). As illustrated on the attached zoning map, the subject one acre parcel is totally engulfed by the Mixed-Use Zone.
3. The subject property is within the US 340 East Preferred Growth Area. As such, the Comprehensive Plan supports Urban Level Growth in and around this property.
4. Central Water and Sewer services are available in this neighborhood.
5. There have been significant changes in this area, since the Jefferson County Zoning Ordinance was adopted in 1988. The Ordinance requires a discussion on the Neighborhood Change from the original zoning ordinance adopted in 1988. These changes are addressed in this request; and,
6. There have been changes in the Transportation Characteristics since the Jefferson County Zoning Ordinance was adopted in 1988. The Ordinance requires a discussion on these changes in the transportation from when the original zoning ordinance was adopted in 1988. These changes are discussed in this application; and,

Tax District, Map and Parcel Number:

Harpers Ferry Tax District, Map 9, Parcel 58.1

Deed Book Reference:

Deed Book 1183, Page 309

Sketch Plat:

Attached

Tract Size:

1 +- Acre

Discussion on:

Comprehensive Plan compatibility of the proposed change: Included in this Application.

Any Change of transportation characteristics and neighborhood from when the original ordinance was adopted: Included in this Application.

A. Comprehensive Plan Compatibility

According to page 13 of the 2015 Comprehensive Plan, there are only 6 Preferred Growth Areas (PGAs) in Jefferson County that are targeted for urban scale growth. The subject parcel is within one of these PGAs. The attached map shows the US 340 East PGA. The Comprehensive Plan was recently adopted after several years of meetings in various neighborhoods of the County and after extensive work by the Staff, the Steering Committee, Planning Commission and County Commission. Accordingly, both text and map amendments to the ordinances are going to be common in the next several years to make the Ordinances and Zoning Map more consistent with the new Plan. These changes are based in part on the new Comprehensive Plan and its recommendations.

While the new Plan encourages the use of the newer zoning districts for map amendments, the Plan also encourages rezonings based on the following (found on Page 30 of the Plan):

“Urban Level Development Recommendations (Goal 1)

2. Recognize that the County Commission has the authority to make land use decisions including Zoning Map Amendments based upon the finding of consistency with the Future Land Use Guide and the recommendations of this Plan; the County Commission may determine that petitions or decisions for zoning map amendments are consistent with the Comprehensive Plan if any of the following conditions are met after the entire Plan is taken into consideration:
 - a. Economic Well-Being of the County; or
 - b. Error or Under Scrutinized Property on the Future Land Use Guide; or
 - c. Change in Neighborhood; or
 - d. Any Other Circumstance that the Governing Body determines should have been considered when drafting the Future Land Use Guide; and/or
 - e. Environmental impacts are considered.”

As explained in this Application, the map amendment for this one acre parcel totally fits within this Recommendation. The subject parcel is totally surrounded by the Mixed-Use Zone and was unfortunately left out of the Mixed-Use Zone as a result of the fact that either the County designated portions of the area as the Mixed-Use Zone, or the County Commission approved property owners petitions to rezone their property around this site. The County’s Mixed Use Designation included all of the area adjacent on the north side of the subject property. The County Commission approved property owners’ rezonings include the Capriotti Parcel adjacent on the east and south side of the subject property; the Gibson Property confronting this property on the west side; and, the large Old Standard

Property south of the Capriotti parcel. Now, the 1 acre parcel is a small island surrounded by Mixed Use Zoned property.

As previously described, the subject property is properly located on the Future Land Use map (Guide) as Commercial or Residential in the 2015 Comprehensive Plan. The property is now Residential and would like to expand the capabilities of the property to commercial opportunities. As shown on this guide, this requested change is consistent with the Future Land Use Guide.

The Comprehensive Plan's maps and guides show that this property continues to be slated for future development. The requested Mixed Use District would really be no more impacting than what is already located and permitted in the area. This type of use is what the Commission intended when it was added to the Preferred Growth Area and designated as Commercial or Residential on the Future Land Use Guide.

Page 17 of the Comprehensive Plan describes the various categories of land, including PGAs as follows:

"Land Use Activity Areas

This Plan details four broad types of land use activity within Jefferson County where development is to be targeted over the planning horizon of Envision Jefferson 2035.

Four Comprehensive Types of Land Use Activity within the Designated Areas

Urban Growth Boundaries
Preferred Growth Areas (PGAs)
Villages
Rural/Agricultural Areas

The first two area types addressed below, Urban Growth Boundaries (UGB) and Preferred Growth Areas (PGA) (including one residential growth area), are the sections of Jefferson County where urban scale development is to be targeted over the planning horizon of Envision Jefferson 2035." **Emphasis Added.**

A further explanation of PGAs is found on **Page 20** of the Plan:

"The PGAs are not intended to be promoted in favor of the UGB for the municipalities. Both areas are expected to be viable areas for development and no policy decision is being made to favor one area over another. Each of the PGA Maps can be found in Appendix F – Maps" **Emphasis Added.**

Such description of the PGA, along with the previously cited section of the Plan that allows the Commission to approve map amendments that make sense from an economical perspective, proves that this Map Amendment Request is very consistent with the New Envision Jefferson 2035 Comprehensive Plan.

Furthermore, the following recommendation is found in the Urban Level Development Recommendations Table starting on **Page 30** of the Plan:

“5. Create urban level land uses within the municipalities, UGBs, PGAs, or Villages through rezoning that is consistent with the Plan recommendations.

The requested Map Amendment is also supported by the following Economic Development portions of the 2015 Comprehensive Plan:

“Focusing Economic Development in Municipalities, Urban Growth Boundaries, and Preferred Growth Areas

Envision Jefferson 2035 expects urban level commercial, office, and industrial activity to be located in the municipalities, within the Urban Growth Boundary and Preferred Growth Areas, where the infrastructure is expected to be available to support these uses.” (Page 69)

Recommendations:

“5. Create a business friendly environment in Jefferson County.

6. Develop methods to promote local business growth which include providing research, support, and marketing resources that would assist business start-ups in Jefferson County.” (Page 70)

Based on these portions of the Envision Jefferson 2035 Comprehensive Plan, the Future Land Use Guide, the Future Development Area Map, and the US 340 East PGA Map, this map amendment is consistent and compatible with the Plan. The Consistency and Compatibility to the existing Comprehensive Plan and the Future Land Use Guide are the two most important criteria that should be used for a Map Amendment.

B. Compatible with Surrounding Zoning Classification

As eluded to in the previous discussion on Comprehensive Plan Compatibility, the second compelling argument for rezoning of the 1 acre subject parcel is that it is the only remaining parcel in that entire area that is not zoned Mixed Use. It is left as a spot zoning of Residential Growth as a donut hole in the center of a Mixed-Use District. The size and existing structure limits the use from anything that would include heavy impacts. Anything that the Applicant could do

residentially will not change since the Mixed-Use designation would allow the same residential uses and currently permitted. Nothing really could be added of the industrial nature due to the size limitation and needed setbacks. So, the rezoning would only allow the addition of a commercial type use. Accordingly, this use would be compatible with the other uses that the Applicant already has in the surrounding area.

The Applicant, personally and with his corporations, owns all but three parcels from the top of Alstadts Hill down to this parcel. This includes the Fly Fishing Outfitters and Beauty Shop at the Clarion Inn (Former Cliffside/Quality Inn) entrance, the Clarion Inn, River Riders and the area at the bottom of the Alstadts Hill. His properties are approved for a large Commercial Recreational Master Plan that includes multiple vacation homes, campgrounds, cabins, large proposed commercial, recreational building, maintenance and storage areas for his buses and multiple recreational and tourism related items such and zip lines, adventure park, zorb course, amphitheater, etc. These uses have all gone through the proper planning and zoning procedures. All of these properties are already zoned as Mixed Use and even the three parcels not owned by the Applicant are already zoned for the same use. This is literally the only parcel remaining without the designation.

The requested rezoning will make this property compatible with all the properties in that entire area.

C. Preferred Growth Area in 2015 Envision 2035 Comprehensive Plan

This issue was also presented under the Comprehensive Plan Compatibility Section. The subject parcel is within this area's portion of the US 340 East Preferred Growth Area (PGA). As such, the property has already been determined to be an intensive growth area. This area was vetted by the Public, Staff, Planning Commission and County Commission as an area for Urban Level Growth. This is a small lot that needs to be included in the same zoning district that the County Commission has already approved for all the area surrounding the property.

D. Availability of Central Water and Sewer

This property, as the rest of the area, now has access to central water and sewer. Although the house on the property currently utilizes a septic system and well, the property can be easily served by these central utilities if either the well or septic fails. Although any use on the property will not need additional utilities, the Comprehensive Plan endorses a higher intensity of Urban Level Growth in areas that are or can easily be served by Central or Public Water and Sewer facilities. Based on the presence of these utilities, the Comprehensive Plan supports the rezoning.

Page 27 of the Comprehensive Plan explains the rationale for designating areas as PGAs:

“This Plan recommends that new development will take place in areas where infrastructure exists and the extension of services to growth in outlying areas will occur in accordance with the goals and objectives of this Plan. By encouraging higher densities within the Urban Growth Boundaries and Preferred Growth Areas and working closely with municipalities, the best result can be accomplished by providing opportunities for development within these areas with established infrastructure systems. It should be noted that these statements are not about reducing development; it is about growing in a fashion that more efficiently uses existing infrastructure and services.”

Statements like this are found throughout the Comprehensive Plan. The availability of these services support this requested map amendment.

E. Change of Neighborhood

Although it seems odd to discuss changes in the neighborhood since 1988, the Zoning Ordinance does require a discussion of these changes all the way back to the **original** adoption of the Zoning Ordinance. These changes are therefore relevant.

The most recent changes are probably most relevant and they include the purchase of all but three of the parcels by the same Applicant. These include the Clarion Inn (formerly known as Cliffside and Quality), the small businesses around the Clarion Inn, and most of the properties bounded by the quarry, Route 340, and the western section of Alstadts Hill Road that turns into Millville Road. This area now includes a Master Plan for development into a Tourism and Recreational Area and Adventure Resort. Many changes have already been completed in the Clarion and River Riders has expanded several times in the past 10 years. The Applicant is currently in the active design phase of internally connecting the Clarion Hotel with the River Riders and Adventure Park with two roads to make the area into a destination resort.

The other major recent change to the area includes the recent rezoning of the Old Standard Quarry to the Mixed-Use District (same district requested by the Applicant). This was approved by the County Commission in the last several years. The Developer of the Quarry has already submitted a Concept Plan to develop this property into a tourism based project.

Other significant changes to the neighborhood that would support the requested change from Residential Growth to the Mixed-Use Zone going back to 1988 include:

Availability of Central/Public Water and Wastewater Treatment Facilities:

Public utilities were not available in this neighborhood when the original zoning ordinance was adopted. These services are now available in the neighborhood. As stated earlier, a goal of the Comprehensive Plan is to encourage growth and development where sewer and water services are available.

Adjacent and Confronting Zoning, Commercial and Industrial Subdivision Approval and Intensity of Use has changed:

The zoning classification on the property directly across Route 340 (Shenandoah Professional Building) was changed from Residential Growth to the Mixed-Use district. As earlier stated, the zoning classification of nearly all the other adjacent and confronting properties to the subject property has been changed to the Mixed-Use District. These include, the Capriotti Property to the South and the Gibson Property to the West. These rezonings have engulfed the subject one acre parcel creating a donut hole that needs to be corrected to be compatible with the other properties.

Since the adoption of zoning, the intensity of use on nearby properties has also increased. River Riders has greatly expanded operations to the benefit of the region and the Shenandoah Professional Building is a converted residential structure.

In additions to those changes and expansions, the nearby Old Standard Quarry was rezoned and now has an approved Concept for a commercial tourism mixed use development. This is certainly a change in the neighborhood that should favorably justify this application.

Addition of the Park Service Parking Lot and Bus Transportation/Tourist Center:

The Park Service parking lot and transportation center was added since the adoption of the zoning ordinance. This parking and transportation has enhanced the transportation network in the area. It also converted open land into a paid parking lot.

Addition of Commercial and Residential Uses in the Neighborhood:

Besides the Shenandoah Professional Building, at least two other commercial enterprises have opened in the immediate neighborhood. These include Through the Garden Landscaping and Meadow's Nursery. These businesses were opened after the zoning ordinance was adopted and are adjacent to two residential developments that were developed after zoning was adopted. These additions

further demonstrate that the neighborhood has changed into a mixed-use neighborhood.

Most recently, the Customs and Border Patrol completed one of the largest nonresidential developments in the neighborhood. Regardless of who owns it, it is a massive complex that includes offices and training facilities, among other uses. It can't be ignored as a notable change in this particular neighborhood. Based on intensity of use, it is a significant quasi-commercial development in this area.

There have been multiple changes in the slightly expanded neighborhood that would support a change to the Residential/Light Industrial/Commercial District. These include the addition of Eckels-Spencer Funeral Home, the Sears Store along with the multi-unit commercial and warehousing complex in which it is located, the new Sheetz store, the Aldi Grocery Store, Gypsy Antique Store, the Farm and Tractor Supply Store, the WVU Urgent Care and Physical Therapy Offices, the zip-line operation along the Potomac River and the townhouse development at Windmill Crossing. All of these projects were developed after the zoning ordinance was adopted. Not only does this demonstrate that the neighborhood has changed to mixed-use, it also demonstrates that mixed-use must be consistent with the Comprehensive Plan, since all of these projects were approved in the past twelve or so years.

Finally, with regard to changes in the area since the zoning ordinance was adopted, no discussion would be complete without mentioning the addition of slot machines and table games at the Charles Town Race Track. These enhancements to the Race Track have increased incoming visitors to this area of Jefferson County. Accordingly, the Route 340 Corridor needs to continue to change in order to accommodate the additional commercial growth needed to serve these visitors.

F. Change of Transportation Characteristics:

Please note that this property is already been determined to be part of the Preferred Growth Area. This fact alone makes it evident that the property has adequate roads serving the area. The existing uses, the proposed and approved new uses in the area, as well as the other commercial and redeveloped commercial uses in the area, were also a factor in that PGA designation. As such, the change in Transportation Characteristics have already been taken into consideration for the PGA designation and associated Plan support for this commercial rezoning. The beneficial thing about the subject property is that most of the surrounding area is already used commercially, so any enhancements or additions to this small property should not produce a large volume of additional traffic.

Again, keeping in mind that the zoning ordinance dictates a discussion of changes in transportation characteristics going back to 1988, some of these changes may seem out of date. However, it is required.

The more recent changes include the addition of the signalized intersection at the Customs and Border Patrol facility. While some would argue that it may not be necessary, it was added to facilitate traffic in the area during peak hours of operation for that facility. However, the most recent change that does directly affect this property was the addition of the signal at the intersection of Route 340 and Millville and Bakerton Roads. This allows the effective and safe flow of traffic that serves this area.

A new change to the transportation characteristics in the area is currently proposed should be very favorable to the area. This is the proposed internal connections of the Clarion Hotel and the River Riders area along Alstadts Hill Road. Since most of these properties are now commonly owned, this interconnectivity of projects should reduce the amount of traffic in the area that now must enter onto Route 340 in order to access the other portions of the proposed tourism center. The Applicant is currently working with the Engineering Department and the Department of Highways on the design.

There have been other changes in the transportation characteristics in this area since the adoption of the zoning ordinance in 1988. These include: the reconstruction of the Route 340 Bridge over the Shenandoah River; a new traffic signal at the intersection of Route 230 and Route 340; a new traffic signal at the intersection of Route 24 (Country Club Road) and Route 340; the improvement of the Shipley School access to Route 340; and, the addition of the previously mentioned Harpers Ferry Parking Facility and Bus Transportation Center along Route 340 near Bolivar.

All of these improvements have had a positive effect on the transportation characteristics and traffic flow in this area. The opening of the new four lane Route 9 towards Leesburg has also had a positive effect on the traffic flow along Route 340.

Furthermore, the proposed map amendment from Residential Growth to Residential/Light Industrial/Commercial should have very little impact on traffic, since the property is only an acre and is already zoned for high density residential uses.

G. Practical and Common Sense Reason for Rezoning/Map Amendment:

This document lists all of the technical and Comprehensive Plan needed reasons for a Map Amendment; however, it is important to explain the most practical reason for this request. One glance at the Preferred Growth Area Map, the Future Land Use Guide and the Zoning Map will show that the one acre parcel is the only

parcel in the entire area not zoned RLIC. It just looks incorrect and should be fixed to make the zoning of the parcel consistent with the area.

H. Conclusion:

The Applicant respectfully requests that the County Commission approve this map amendment to the Jefferson County Zoning Map. This Application cites many reasons why the map amendment should be approved. These reasons include: the consistency of the request to the 2015 Envision Jefferson Comprehensive Plan; the property is included in the 2015 Preferred Growth Area; the property is shown as Commercial or Residential on the Future Land Use Guide (Map); the positive changes in the transportation characteristics in the area and the changes in the neighborhood from when the original zoning ordinance was adopted; the fact that the Applicant (and his other corporations) own all but three of the properties in the described area; all of the properties surrounding the land are already zoned as RLIC; the property can be served by central water and sewer; and, the rezoning will have a negligent impact on the neighborhood, but a positive impact on economic development. This map amendment will change the zoning classification on the Applicant's property from the Residential Growth District to the Residential/Light Industrial/Commercial District.



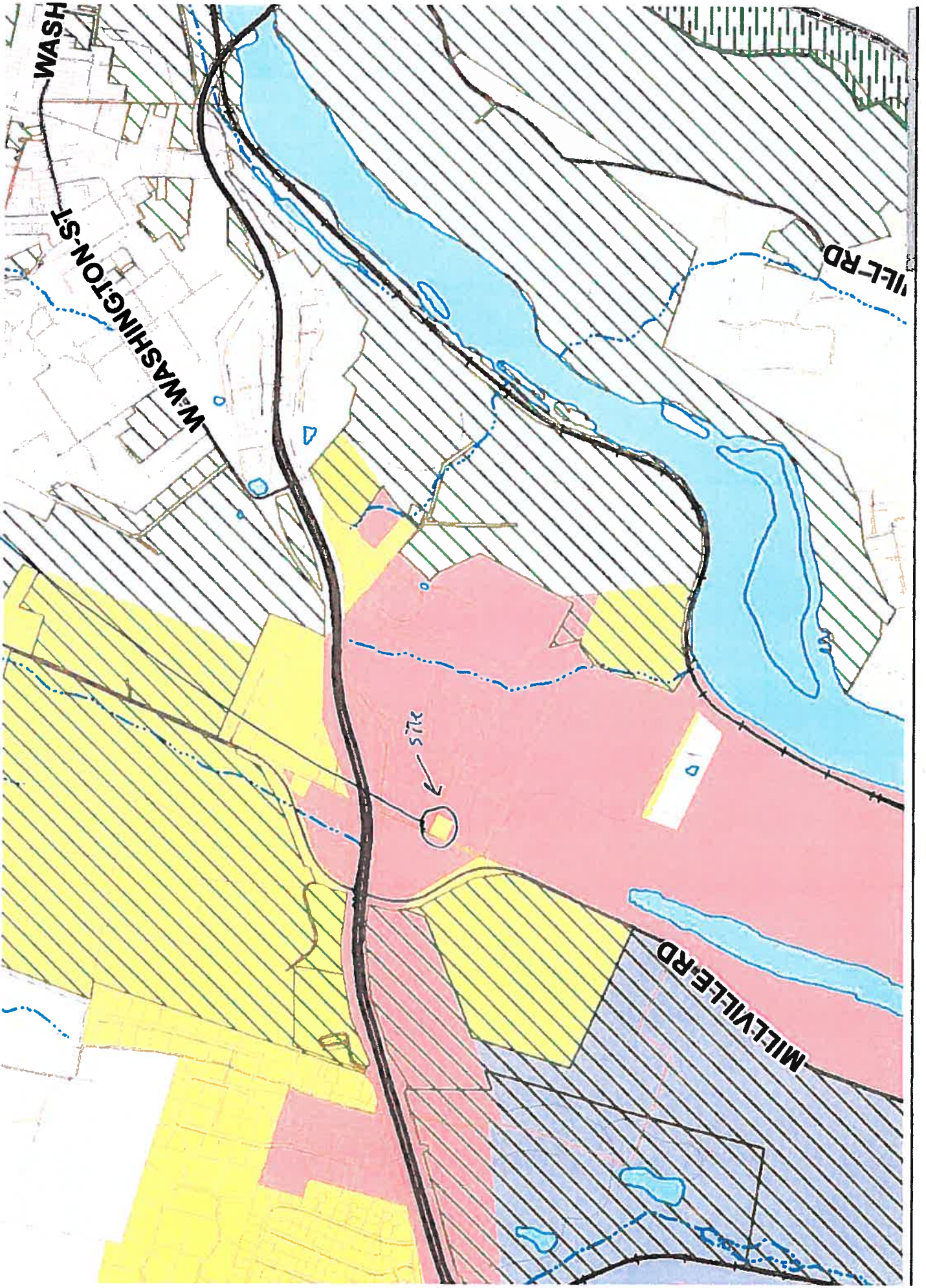
Matt Knott, Owner
Harpers Ferry Holdings, LLC



Date

RECEIPT		DATE <u>MAY 25, 2017</u>	NO. <u>2079</u>
RECEIVED FROM <u>RIVER RIVERS INC.</u>			
ADDRESS <u>ONE THURGOOD EFIN AND OFFICE</u>		DOLLARS \$ <u>1050.00</u>	
FOR <u>CHICK # 32200</u>			
ADJ. TO ACCOUNT	HOW PAID	THANK YOU	
AMT PAID	CASH		
	CHECK # <u>1050.00</u>		
BALANCE DUE	MONEY ORDER	BY <u>Chickie Charney</u>	

site



PRR stash





BAKERTON RD

FORT HILL RD

WILLIAM L WILSON FWY
WILLIAM L WILSON FWY

ALLSTADTS HILL RD

CAMPGROUND RD

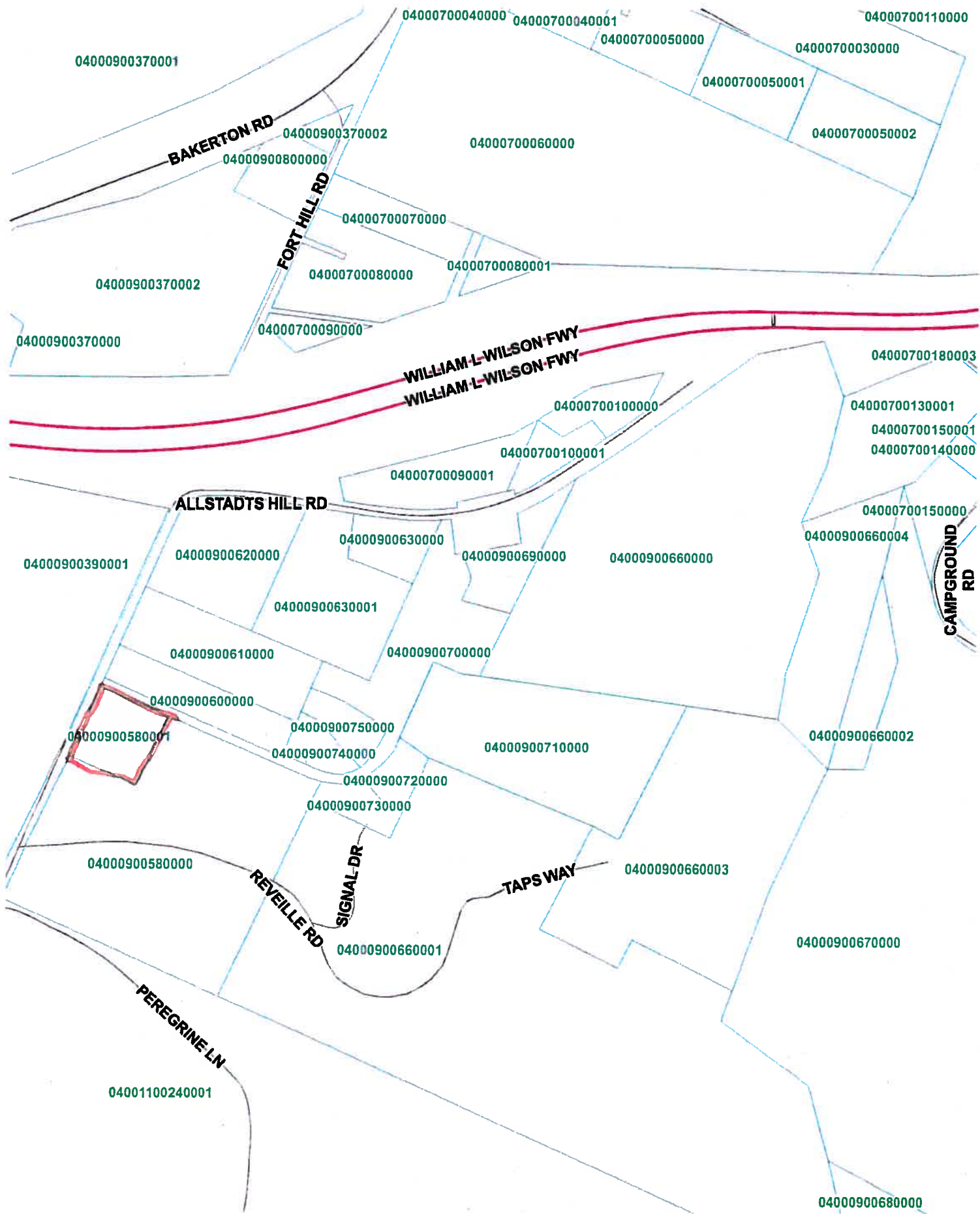
← SITE

REVEREND RD

SIGNAL DR

TAPS WAY

PEREGRINE LN

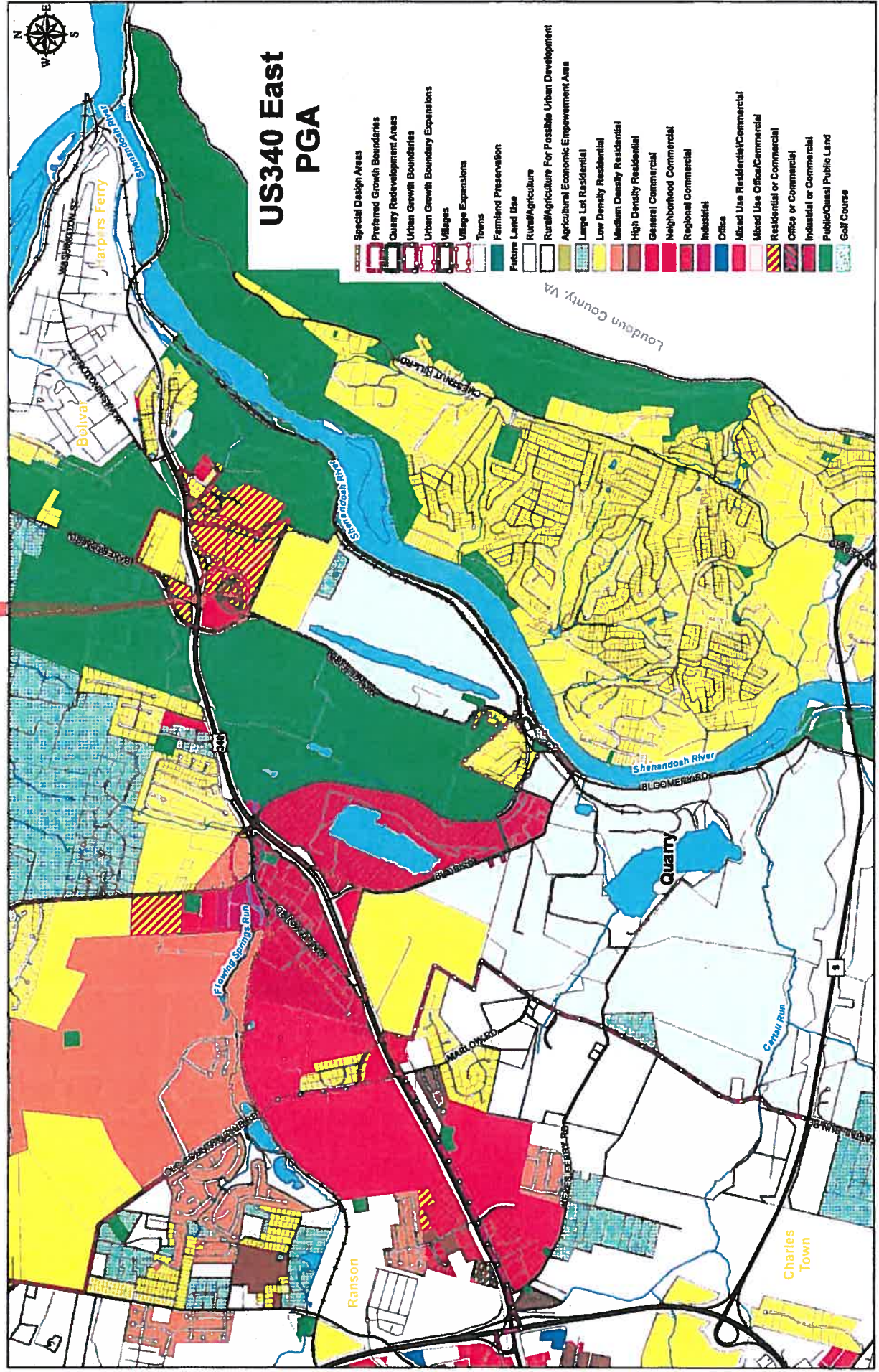




US340 East PGA

- Special Design Areas
- Preferred Growth Boundaries
- Quarry Redevelopment Areas
- Urban Growth Boundaries
- Urban Growth Boundary Expansions
- Villages
- Towns
- Farmstead Preservation
- Future Land Use
- Rural/Agriculture
- Rural/Agriculture For Possible Urban Development
- Agricultural Economic Empowerment Area
- Large Lot Residential
- Low Density Residential
- Medium Density Residential
- High Density Residential
- General Commercial
- Neighborhood Commercial
- Regional Commercial
- Industrial
- Office
- Mixed Use Residential/Commercial
- Mixed Use Office/Commercial
- Residential or Commercial
- Office or Commercial
- Industrial or Commercial
- Public/Quasi Public Land
- Golf Course

Site



Loudoun County, VA

Ranson

Charles Town

Quarry

Bellevue

Harpers Ferry

Future Land Use Guide Jefferson County, WV

Envision Jefferson 2035 Comprehensive Plan



- Special Design Area
- Preferred Growth Area
- Quarry Redevelopment Area
- Growth Management Boundary
- Urban Growth Boundary
- Urban Growth Boundary Expansion
- Village
- Village Expansion
- 2004 Growth Area

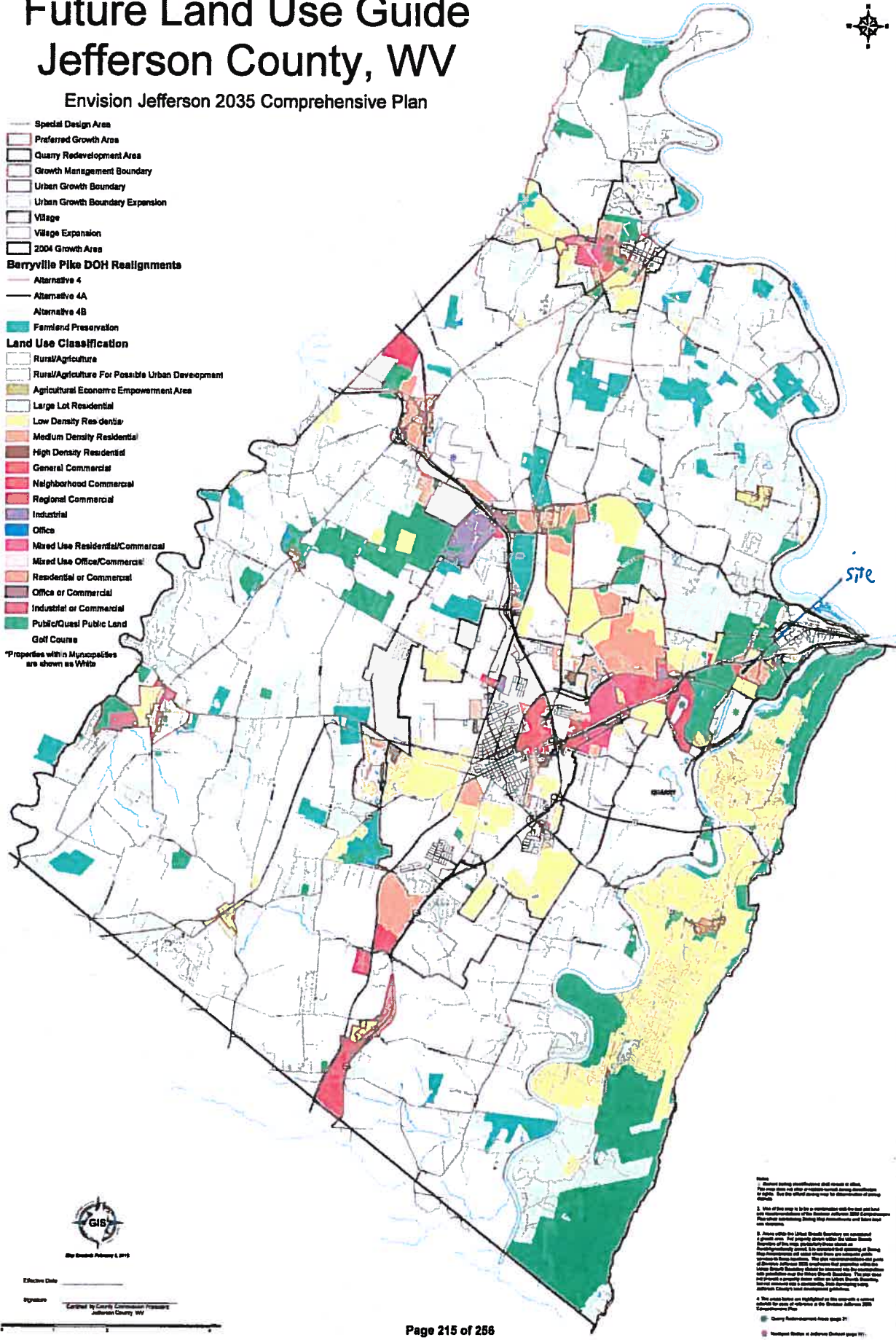
Barryville Pike DOH Realignments

- Alternative 4
- Alternative 4A
- Alternative 4B

Land Use Classification

- Rural/Agriculture
- Rural/Agriculture For Possible Urban Development
- Agricultural Economic Empowerment Area
- Large Lot Residential
- Low Density Residential
- Medium Density Residential
- High Density Residential
- General Commercial
- Neighborhood Commercial
- Regional Commercial
- Industrial
- Office
- Mixed Use Residential/Commercial
- Mixed Use Office/Commercial
- Residential or Commercial
- Office or Commercial
- Industrial or Commercial
- Public/Quasi Public Land
- Golf Course

*Properties with a Municipality are shown as WMA



Map Created February 1, 2016

Effective Date _____
 Prepared by County Commission Planning
 Jefferson County, WV

Notes
 1. General zoning classifications did not exist at the time this map was created. A separate zoning map is being prepared. See the official zoning map for distribution of zoning districts.
 2. Use of this map is to be in conjunction with the text and land use designations of the Envision Jefferson 2035 Comprehensive Plan and the Barryville Pike DOH Realignment Alternatives and their respective maps.
 3. Areas within the Urban Growth Boundary are designated as either residential, commercial, industrial, or office. The zoning districts within the Urban Growth Boundary are designated as either residential, commercial, industrial, or office. The zoning districts within the Urban Growth Boundary are designated as either residential, commercial, industrial, or office. The zoning districts within the Urban Growth Boundary are designated as either residential, commercial, industrial, or office.
 4. The areas shown are highlighted in this map with a color legend for each of the alternatives in the Envision Jefferson 2035 Comprehensive Plan.
 5. Quarry Redevelopment Areas page 21.
 6. Municipalities in Jefferson County page 11.

Future Land Development Jefferson County, WV



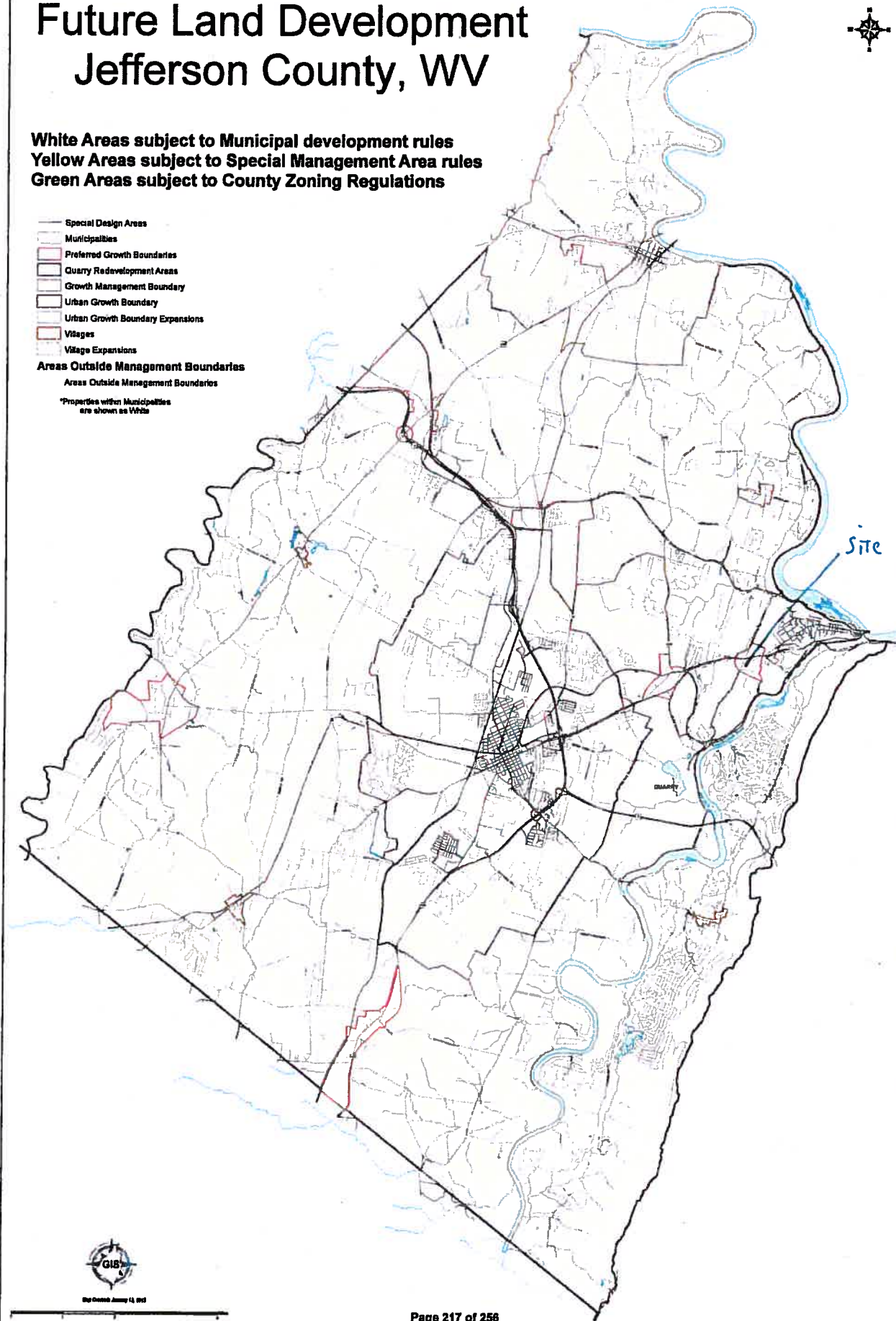
White Areas subject to Municipal development rules
Yellow Areas subject to Special Management Area rules
Green Areas subject to County Zoning Regulations

- Special Design Area
- Municipalities
- Preferred Growth Boundaries
- Quarry Redevelopment Areas
- Growth Management Boundary
- Urban Growth Boundary
- Urban Growth Boundary Expansions
- Villages
- Village Expansions

Areas Outside Management Boundaries

Areas Outside Management Boundaries

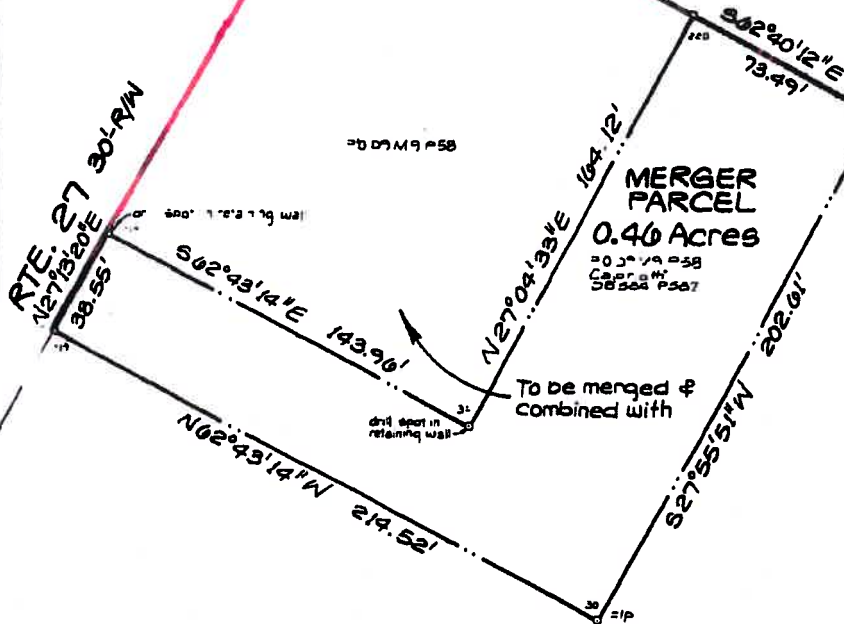
*Properties within Municipalities
are shown as White



Map Created January 14, 2011

Corners are to be set # 5 Rebars unless otherwise noted.

DDM P 58
D ANGELO
DB 184 P 225



RESIDUE
DDM P 58
Copyright
DB 204 P 507

FLAT of SURVEY showing a
MERGER PARCEL

HARPERS FERRY DISTRICT
JEFFERSON COUNTY, W.V.
DATE: 19 MAY 1987

SCALE: 1" = 40'

R. Michael Shapp
R. Michael Shapp, LLS

APPALACHIAN SURVEYS, INC.
PO BOX 85 CHARLES TOWN, W.V. 25414



MAGNETIC NORTH

41935

State of West Virginia, County of Jefferson, Sct.

IN THE CLERK'S OFFICE OF COUNTY COMMISSION:

On JAN 10 1989, at 4:52 P.M., the foregoing
Deed of B. & S. was received in my said office and duly
admitted to record.

Test.

John E. Ott
Clerk of County Commission

ASR
1/25/89

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Angie Banks, Assessor

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

Estimation of amount of time needed for appointment:

Date Requested – 1st Choice: **June 29, 2017**

If a specific date is needed, please provide reason for specific date: [Click here to enter text.](#)

Date Requested – 2nd Choice: [Click here to enter text.](#)

Subject (*Wording to be placed on agenda*):

⚡ Approval of Part-Time Employee – Discussion/Action

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

Is this a funding request? **Y/N** [Click here to enter text.](#)

If so, how much? **\$**[Click here to enter text.](#)

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

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

If not attached, explain: [Click here to enter text.](#)

Is equipment needed? **Projector** **Y/N** [Click here to enter text.](#) **Internet/Wi Fi** **Y/N** [Click here to enter text.](#)

Telephone for conference call **Y/N** [Click here to enter text.](#)

Contact information:

Email address: [Click here to enter text.](#) Phone Number: [Click here to enter text.](#)

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS

[Click here to enter text.](#)

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Jacqueline Shadle/Gail Magaha

Department or Organization: **County Clerk**

Estimation of amount of time needed for appointment: 5- 10 minutes

Date Requested – 1st Choice: **June 29, 2017**

Depository Bonds need to be approved at the last County Commission meeting in June of each year.

Date Requested – 2nd Choice:

Subject: Approval of Depository Bonds for fiscal year 2017-2018

Please provide the County Commission with a description of your request or presentation, including any background information: The Sheriff has requested that three of the County bank accounts pledged securities remain the same as last year and one be increased. Therefore, each bank has been notified and bonds and resolutions will be provided to the County Clerk to be presented to the County Commission by the end of June.

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

If so, how much? \$

Provide exact financial impact/request:

Recommended motion:

Move that the Depository Bonds for 2017-2018 be approved as presented.

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

If not attached, explain: Copies of all the bonds will be sent as soon as signed off on by the Prosecuting Attorney.

Is equipment needed? Projector Y/N Internet/Wi Fi Y/N Telephone for conference call Y/N

Contact information: Gail Magaha

Email address: gmagaha@jeffersoncountywv.org

Phone Number: 304-728-3216

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

--

BOND OF JEFFERSON SECURITY BANK

AS

DEPOSITORY OF PUBLIC MONEYS

KNOW ALL MEN BY THESE PRESENTS,

That the undersigned Jefferson Security Bank, a banking institution incorporated under the laws of the State of West Virginia and firmly bound unto the State of West Virginia, in the sum of Seven Hundred Fifty Thousand Dollars (\$750,000) for the payment of which will and truly to be made, the said Jefferson Security Bank binds itself and its successors firmly by the presents.

IN WITNESS WHEREOF the Jefferson Security Bank has executed this bond by causing its President and Chief Executive Officer to sign its corporate name and affix its corporate seal hereto by order of its Board of Directors, this 17th day of May 2017.

The condition of the above obligation is such that whereas the said Jefferson Security Bank has been designated by the County Commission of Jefferson County, West Virginia, as depository of public moneys under the provisions of Section 2, Article 6, Chapter 7, Official Code of West Virginia, now therefore, if said Jefferson Security Bank shall receive, keep safe, and pay over all moneys which may be deposited in or come under the custody of said Jefferson Security Bank as such depository, from the 1st day of July, 2017 until the 30th day of June, 2018 and shall faithfully perform all of the duties imposed by said article upon the said Jefferson Security Bank as such depository, then this obligation shall be void; otherwise to remain in full force and effect.

As security for the faithful performance of this bond and to protect and indemnify against any or all loss of public moneys by reason of any default on the part of said Jefferson Security Bank in its capacity as such depository of public moneys, the said Jefferson Security Bank, by order of said County Commission, and in accordance with the provisions of Section 2, Article 6, Chapter 7 of the code, has deposited with First Tennessee Bank the following securities:

<u>Type</u>	<u>Pledged Par Value</u>	<u>Cusip</u>
Shepherd Univ Board of Gov	\$ 335,000	823402BL5
Grayson Cnty KY	415,000	389691LX2
Total pledged	\$ 750,000	

To be held by First Tennessee Bank as collateral security for this bond as aforesaid, until the said First Tennessee Bank shall deliver the same as hereinafter provided.

The receipt of said First Tennessee Bank for said bond and said securities so deposited with it shall be held by said County Commission during the life of this bond.

In event of any default in the conditions of this bond, said First Tennessee Bank shall deliver said securities to the County Commission of Jefferson County, West Virginia, and shall accept as sufficient evidence of such default for such delivery, a certified copy of an order of said County Commission stating such default.

Upon receipt of said securities from the said First Tennessee Bank, in case of any default on the part of the Jefferson Security Bank in complying with the conditions of its said bond, the said County Commission shall sell the said securities and apply the proceeds to the payment of the amount owing by said Jefferson Security Bank by reason of any such default in the conditions of its said bond, and after such payment the residue, if any, derived from the proceeds of the sale of said securities, shall be paid to said Jefferson Security Bank.

On June 30, 2018, if the said Jefferson Security Bank has complied with the conditions of this bond, said First Tennessee Bank shall return the securities held by it hereunder to the said Jefferson Security Bank and may accept as sufficient evidence of such compliance a certified copy of any order of said County Commission stating such compliance.

Until receipt of notice of any such default, said First Tennessee Bank shall pay all interest or other income collected by it from the securities held hereunder to the said Jefferson Security Bank.

JEFFERSON SECURITY BANK

By *Cynthia A. Ketter*

President and Chief Executive Officer

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

I, Ruth M. Knill, a Notary Public in and for the county and state aforesaid, do hereby certify that Cynthia A. Kitner, who as President and Chief Executive Officer of Jefferson Security Bank, a corporation, signed the writing above, bearing date on the 17th day of May 2017 for said corporation, has this day in my said county, before me acknowledged the said writing to be the act and deed of said corporation.

Given under my hand this 17th day of May 2017.

Ruth M. Knill
Notary Public

My Commission expires Dec 11, 2021.



I, Matthew L. Harvey, Prosecuting Attorney of Jefferson County, West Virginia, hereby certify that the above bond is in due and legal form and conformable to the provisions of Section 2, Article 6, Chapter 7, of the Code of West Virginia.

Matthew L. Harvey
Prosecuting Attorney

Date 6/22/17

RESOLUTION

RESOLVED that Jefferson Security Bank does execute and deliver to the County Commission of Jefferson County, West Virginia, a bond in the penal sum of Seven Hundred Fifty Thousand Dollars (\$750,000) as depository of public moneys pursuant to the provisions of Chapter 18, Article 9, Section 6, of the West Virginia Code, and that said bond be secured by deposit with First Tennessee Bank of Memphis, Tennessee the following securities:

<u>Type</u>	<u>Pledged Par Value</u>	<u>Cusip</u>
Shepherd Univ Board of Gov	\$ 335,000	823402BL5
Grayson Cnty KY	415,000	389691LX2
Total pledged	\$ 750,000	

and that the draft of said bond have been submitted to the Board at this meeting and the same is hereby approved and the President and Chief Executive Officer be, and he hereby is, authorized and directed to execute said bond, in the corporate name, and under the corporate seal of Jefferson Security Bank, and that the President and Chief Executive Officer of this bank be and he hereby is, authorized to deposit with First Tennessee Bank the above listed security as security therefore, and to file with the Clerk of the County Commission of Jefferson County the bond of this bank, to become effective forthwith and to expire June 30, 2018, subject to the approval and acceptance of said County Commission of Jefferson County, West Virginia.

I, Monica W. Lingenfelter, Corporate Secretary of Jefferson Security Bank, a corporation, hereby certify that the foregoing is an exact and true copy of a Resolution unanimously passed and adopted by Jefferson Security Bank at a meeting of the Board of Directors hereof held, pursuant to law, on May 17th, 2017.



Monica W. Lingenfelter
Corporate Secretary

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

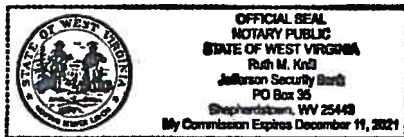
I, Ruth M. Knell, a Notary Public in and for the county and state aforesaid, do hereby certify that Monica W. Lingenfelter, who as Corporate Secretary of Jefferson Security Bank, a corporation, signed the writing above, bearing date on the 17th day of May 2017 for said corporation, has this day in my said county, before me, acknowledged the said writing to be the act and deed of said corporation.

Given under my hand this 17th day of May 2017.



Notary Public

My commission expires Dec 11, 2021





@ your service™

May 23, 2017

Jefferson County Commission
Gail Magaha
Senior Chief Deputy Clerk
P.O. Box 208
Charles Town, WV 25414

Dear Ms. Magaha:

The purpose of this correspondence relates to the issuance of a depository bond by United Bank, Inc. ("United") for the upcoming fiscal year. In lieu of issuing a depository bond, United Bank will pledge qualified investment securities or issue Federal Home Loan Bank letters of credit to appropriately collateralize outstanding deposits in excess of the amount insured by the Federal Deposit Insurance Corporation (FDIC), an independent agency of the U.S. Government. Both methods of collateralization are fully compliant with West Virginia State Code.

To ensure compliance with West Virginia Code each month, United Bank compares outstanding deposit balances of all customers deemed to hold public funds with either the market value of pledged investment securities or the value of issued Federal Home Loan Bank letters of credit. Should sufficient collateral be found to exist, no action is taken. However, if collateral is found to be below the current level of outstanding deposits, United Bank will either pledge additional qualified investment securities or cause the issuance of an additional Federal Home Loan Bank letter of credit. United Bank sends a statement monthly to each public funds customer detailing out all investment securities pledged as collateral and their market values. Please compare this monthly total along with the value of any Federal Home Loan Bank letters of credit to your outstanding deposit balances and contact us if you feel that additional collateral is necessary to be pledged.

Please feel free to contact me at (304) 348-8396 should you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read 'L. Salyers', with a horizontal line underneath.

Larry Salyers
Senior Vice-President
Treasury Management

Handwritten initials 'MSH' in blue ink, with the date '6/22/17' written below them.

**JEFFERSON COUNTY COMMISSION DEPOSITORY BOND
BRANCH BANKING AND TRUST COMPANY
WINSTON-SALEM, NORTH CAROLINA**

KNOW ALL MEN BY THESE PRESENTS, That, the undersigned, Branch Banking and Trust Company (BB&T), Winston-Salem, North Carolina, a Corporation organized and existing under the laws of the United States of America, is held and firmly bound unto the State of West Virginia, in the sum of Eight Hundred Thousand Dollars (\$800,000.00) to the payment thereof, will truly be made to said Jefferson County Commission, State of West Virginia, the undersigned binds itself and its successors and assigns by these present,

Signed and sealed this 8th day of June 2017.

THE CONDITIONS OF THE ABOVE OBLIGATION IS SUCH THAT, Whereas, BB&T of Winston-Salem, North Carolina, principal has been duly and legally designated in the manner required by law as a depository of the public monies of the Jefferson County Commission, State of West Virginia. Now therefore, if the said BB&T, principal herein, shall reserve safely, keep well and truly pay over all monies which may be deposited in or under the custody of the said BB&T as such County depository, according to law and shall further faithfully perform all the duties by law upon said principal as depository monies, then this obligation shall be null and void, otherwise are to remain in full force and effect.

The said Bank herewith deposited and pledged with the Jefferson County Commission, State of West Virginia, to secure the performance of its undertakings herein above set out the following collateral to-wit:

<u>PAR VALUE</u>	<u>DESCRIPTION</u>	<u>RATE</u>	<u>MATURITY DATE</u>
\$800,000.00	GNMA II Arm Pool 82663 (36225E5Z1)	3.00%(Variable)	11/20/2040

Authorization for the pledging of the above securities is certified to the Secretary of the Board of Directors of said Bank attached hereto.

It is understood and agreed:

- (1) Such collateral shall be held by **WELLS FARGO BANK, N.A.**, Minneapolis, MN or the **FEDERAL RESERVE BANK** of Richmond, Virginia, (Safekeeping Agents) so long as the said BB&T is not in default in its undertakings hereinabove set out, and if the said BB&T has not defaulted in its undertakings then such collateral shall be returned to the said BB&T on the 30th day of June, 2018.
- (2) The said BB&T shall have the right to the interest payable on such collateral, and may for the purpose of collecting the same have access to such collateral, in conjunction with a representative of the said Safekeeping Agent in order to obtain interest coupons representing interest payable or may direct the said Safekeeping Agent to detach such coupons.
- (3) The said BB&T shall from time to time have the right to withdraw any part of the above collateral upon substitution of other collateral of the same marketability acceptable to the Jefferson County Commission. The said BB&T shall have the right to withdraw any part of the above-mentioned collateral when properly authorized, providing the monies on deposit with the said BB&T do not exceed the amount of such collateral security remaining as security for the performance under the terms of this depository bond.

- (4) In the event of default of the said BB&T in its undertakings, herein set out during the said period beginning July 1, 201 and ending June 30, 2018 the said Jefferson County Commission, State of West Virginia, shall have the right to make sale of so much of the collateral hereinbefore referred to as may be required to make good the undertaking of the said BB&T after due notice is given to the said BB&T.

BRANCH BANKING AND TRUST COMPANY

(SEAL)

BY: Carrie B. Kinlaw
Vice President,
BB&T Funds Management

**STATE OF NORTH CAROLINA,
COUNTY OF ROBESON, TO-WIT:**

I, Amy Pittman a Notary Public in and for the County and State aforesaid, do hereby certify that Carrie B. Kinlaw, who signed the writing above as Vice President of BB&T, a Corporation, bearing date of the 8th day June 2017 for said Corporation has this day acknowledged the said writing to be the act and deed of said Corporation.

Given under my hand this 8th day of June 2017.

Amy Pittman
Notary Public

My commission expires: 7/23/18

MBG
6/22/17

BOND OF BANK OF CHARLES TOWN
AS
DEPOSITORY OF PUBLIC MONEYS

KNOW ALL MEN BY THESE PRESENTS,

That the undersigned Bank of Charles Town, a banking institution incorporated under the laws of the State of West Virginia and doing business at Charles Town, Jefferson County, West Virginia, is held and firmly bound unto the County Commission of Jefferson County, in the sum of Fourteen Million Dollars (\$14,000,000.00) for the payment of which well and truly to be made, the said Bank of Charles Town binds itself and its successors firmly by these presents.

IN WITNESS WHEREOF the said Bank of Charles Town has executed this bond by causing its Senior Vice President to sign its corporate name and affix its corporate seal hereto by order of its Board of Directors, this 13 day of June 2017.

The condition of the above obligation is such that whereas the said Bank of Charles Town has been designated by the County Commission of Jefferson County, West Virginia, as depository of public moneys under the provisions of Chapter 7, Article 6, Section 2, Official Code of West Virginia, now therefore, if said Bank of Charles Town shall receive, keep safe, and pay over all moneys which may be deposited in or come under the custody of said Bank of Charles Town as such depository, from the 1st day of July 2017, through the 29th day of June, 2018, and shall faithfully perform all of the duties imposed by said Article upon the said Bank of Charles Town as such depository, then this obligation shall be void; otherwise to remain in full force and effect.

As security for the faithful performance of this bond and to protect and indemnify against any or all loss of public moneys by reason of any default on the part of said Bank of Charles Town in its capacity as such depository of public moneys, the said Bank of Charles Town, by order of said County

Commission, and in accordance with the provisions of Chapter 7, Article 6, Section 2 of the code, will execute one Irrevocable Standby Letter of Credit; No. TBD / Copy of Letter of Credit to be provided for \$14,000,000 to cover all County accounts including Impact Fees. This Letter of Credit will be issued with the Federal Home Loan Bank of Pittsburgh, PA. This Letter of Credit will be held by the Federal Home Loan Bank of Pittsburgh, PA as collateral security for this bond, with a copy provided to the Jefferson County Commission.

In the event of any default in the conditions of this bond, The Federal Home Loan Bank shall reimburse the County Commission of Jefferson County, West Virginia, and shall accept as sufficient evidence of such default for such delivery, a certified copy of an order of said County Commission stating such default.

Upon receipt of said funds under this Letter of Credit from the said The Federal Home Loan Bank of Pittsburgh, PA in case of any default of the said Bank of Charles Town in complying with the conditions of its said bond, the said County Commission shall apply the proceeds to the payment of the amount owing by said Bank of Charles Town by reason of any such default in the conditions of its said bond, and after such payment the residue, if any, shall be paid to said Bank of Charles Town.

On June 29, 2018, if the said Bank of Charles Town has complied with the conditions of this bond, said Letter of Credit will expire, and, if the need for a new bond is necessary for a subsequent period, the said Bank of Charles Town will execute such new bond and new Letter of Credit.

Bank of Charles Town

SEAL

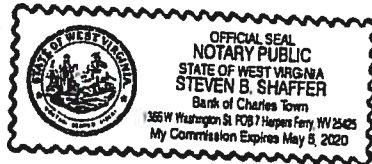



Senior Vice President

State of West Virginia

County of Jefferson, to-wit:

The foregoing instrument was acknowledged before me this 14th day of June 2017, by Dean J. Cognetti, Senior Vice President of Bank of Charles Town, a West Virginia corporation, on behalf of the corporation.





Notary Public

My Commission expires: May 5, 2020

I Matthew L. Harney, Prosecuting Attorney of Jefferson County, West Virginia, hereby certify that the above bond is in due and legal form and conformable to the provisions of Chapter 7, Article 6, Section 2 of the Code of West Virginia.



Prosecuting Attorney

Date: 6/22/17

R E S O L U T I O N

"Resolved that this bank do execute and deliver to the County Commission of Jefferson County, West Virginia, a bond in the penalty of \$14,000,000.00 as depository of Public Moneys, under the provisions of Chapter 7, Article 6, Section 2, Official Code of West Virginia, and that said bond be secured by an Irrevocable Standby Letter of Credit Number TBD / Copy of Letter of Credit to be provided for \$14,000,000.00 to cover all County deposits including Impact Fees. This Irrevocable Standby Letter of Credit is issued by the Federal Home Loan Bank of Pittsburgh, PA in the favor of the Jefferson County Commission.

The draft of the said bond has been submitted to the Board at this meeting be and the same is hereby approved, and the Senior Vice President be and he/she is hereby authorized and directed to execute said bond, in the corporate name, and under the corporate seal of this bank, and the Senior Vice President of this bank be and he/she is hereby authorized and directed to execute the Letter of Credit with the Federal Home Loan Bank of Pittsburgh, PA as described above, and to file with the Clerk of the said County Commission the said bond of this bank to become effective July 1, 2017, and to expire on June 29, 2018, subject to the approval of and acceptance by said County Commission.

I certify the foregoing to be an exact copy of a resolution unanimously passed and adopted by a quorum of the Board of Directors of Bank of Charles Town at their regular meeting on June 13, 2017.

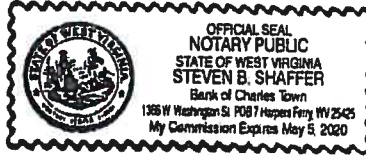


Secretary

State of West Virginia

County of Jefferson, to-wit:

The foregoing instrument was acknowledged before me this 14th day of June 2017 by Dean J. Cognetti, Secretary of Bank of Charles Town, a West Virginia Corporation, on behalf of the corporation.





Notary Public

My commission expires:

May 5th 2020

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Jessica Carroll

Department or Organization: Jefferson County Commission

Estimation of amount of time needed for appointment: 10 minutes

Date Requested – 1st Choice: ~~June 15, 2017~~

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

Date Requested – 2nd Choice: June 29, 2017

Subject (*Wording to be placed on agenda*): Interviews and Appointments to the Jefferson County Parks and Recreation Commission – three three-year terms ending June 30, 2017 – Discussion/Action

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

Is this a funding request? Y/N 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:

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not applicable

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

Received
MAY 31 2017
Jefferson County Commission

Paul Marshall
409 Oakwood Drive
Shepherdstown, WV 25443

Received
MAY 31 2017
Jefferson County Commission

June 2, 2013

Jefferson County Commission
P.O Box 250
124 E. Washington Street
Charles Town, WV 25414

Re: Request to be appointed to the Parks & Recreation Commission

Dear Commissioners,

I hereby respectfully request appointment to the Jefferson County Parks & Recreation Commission (JCPRC). It has been my pleasure to serve the people of Jefferson County in this capacity for three recent terms (2007 through 2016). Job travel demands led to my decision not to seek reappointment last year but I have since secured a new job with no overnight travel. I am excited about ongoing work at Jefferson County Parks & Recreation. My wife and I are just completing the work on a \$10,000 grant from the Chesapeake Bay Communities program which we wrote and managed that has resulted in over 300 trees being planted at Hite Park. During my previous years of service I participated in the modernization of the JCPRC and worked to establish excellent relationships with other county agencies and component units.

I served on the JCPRC Executive Committee as Treasurer (2 years) and as President (4 years). During these tenures, I helped establish a more organized commission; relying on the charter and Robert's Rules and promoting the use of committees to get more accomplished outside of the regular monthly meetings. I led the development of a fair method by which an eleven-member board could conduct an annual evaluation of the JCPR Director. I created organized and comprehensive quarterly financial reports to share income/expense, balance sheet, and planned expenditures with the commission and public. In addition, I spent many volunteer hours shepherding the land acquisition and development of James Hite Park from a rural residential S/D residue to a much-needed county recreational resource.

Most importantly, I strongly believe in community service and the paradigm of the servant-leader. I have been a volunteer with the Boy Scouts, Jefferson County Youth Soccer League, Jefferson High School Soccer Boosters, Mason Dixon Canoe Cruisers, and St. Agnes Catholic Church to name a few. I believe in the need for people who desire resources and outcomes to step up and contribute to the measure of their ability. Local government has its role to play in providing the coordination, organization, and funding assistance for those projects that require larger long term investments.

I thank you in advance for your consideration and am happy to appear before you if requested.

Warm regards,



Paul Marshall
Shepherdstown, WV

409 Oakwood Drive, Shepherdstown, WV 25443, (443) 871-2574, pmarsh409@frontier.com

EDUCATION / TRAINING / CERTIFICATIONS

B.S. Biology, minor: Chemistry, Frostburg State University 1983
M.G.A. Master in General Administration University of Maryland, University College 1993

OSHA: HAZWOPER 40 Hr., Construction 30 Hr., Respiratory Protection, Blood Borne Pathogens, HazComm, Ionizing Radiation
DOT: Hazardous Materials Worker w/Class 7 specific
EPA: RCRA, NEPA, CWA, CAA, CERCLA, SARA, TSCA, FIFRA
DEA: Controlled Substances/Chemical Control Program
NRC: Radiation Worker
Other: Advanced Laboratory Safety, University of Illinois, Chicago

Certified Hazardous Materials Manager (CHMM) current, expires January, 2022
Registered Radiation Protection Technologist (RRPT) current, expires March, 2020
Associate Safety Professional (ASP) – approved to sit for exam prior to January 2018 Certified Biological Safety Professional (CBSP) – will apply to sit for the exam in 2017

CAREER ACHIEVEMENTS

Lead safety oversight for ESI team awarded 2014 NIH Clinical Center Director's Award "For exceptional logistical support of the NIH effort to provide excellent care for patients exposed to or infected with the Ebola Virus".

Recognized for providing leadership and training to candidates for the Certified Hazardous Materials Manager credential

Led successful CHWMEG audit of ESI radioactive and mixed waste storage facility in Baltimore, MD

Designed Corporate Health & Safety Plan for ESI municipal solid waste and recycling services division

Delivered presentations to the Alliance of Hazardous Materials Professionals Annual Conference, The Penn State Radiation Safety Roundtable and the Delaware Valley Society for Radiation Safety among others.

Won the confidence of local community groups and legislators in advance of radioactive materials handling zoning hearing for radioactive materials storage facility license application.

Led company initiative resulting in awarding of Radioactive Materials License and EPA Part B Permit to operate a low level radioactive and mixed waste storage facility in Baltimore, Maryland.

WORK EXPERIENCE

Leidos Biomedical Research, Inc.

2017 - present

Associate Safety Officer/Institutional Biosafety Committee (IBC) Coordinator: Facilitate the peer review process required by the NIH guidelines on recombinant DNA research to ensure all potential hazards are defined and mitigation measures are applied to protect worker and environmental health.

Ecology Services, Inc. Columbia, MD

2002 – 2017

General/SH&E/Project Manager: Manage permitting and registrations with multiple state and federal regulatory agencies to facilitate regulated operations involving the management, handling, transportation, and disposal of hazardous, radioactive, biological, and medical/pathological materials and the decommissioning of hazmat impacted facilities.

Perform routine facility, inventory, and vehicle inspections and provide status reports. Generate or review non-routine incident and near miss reports and provide summaries and action items to prevent recurrence.

Develop and deliver employee training programs related to hazardous materials management and personal safety. These include company specific as well as OSHA and DOT required topics (e.g., HAZWOPER, Blood Borne Pathogens, Hazard Communication, Hazardous Materials/IATA Shipper)

Develop and implement operations SOP's to ensure work processes remain compliant with license and permit conditions.

Conduct safety meetings to review safety key performance indicators and make decisions regarding improvements. Design and post notices to workers and other informational documents promoting safety, health and regulatory compliance.

Perform job hazard analysis, develop health and safety plans, work with safety engineers to provide hazard mitigation systems and ensure proper functioning of existing systems in pharmaceutical R&D and vivarium facilities.

Utilize MS office applications to track compliance data, ensure compliance with deadlines and renewals, generate summary reports for management and staff, and prepare presentations for other interested parties and stakeholders.

Provide SH&E technical review and administrative oversight of ESI's Medical/Pathological Waste Management contract at NIH Bethesda Campus.

Participate in professional associations and subscribe to information services related to SH&E management and regulatory compliance in order to receive timely information on regulatory changes and strategies for compliance.

Laidlaw Environmental Services, Inc.

1985 - 2002

Technical Representative: Managed business development, project management, consulting and retention of haz waste management and site remediation service clients in Washington, DC and surrounding areas.

Remedial Operations Manager: Managed a small group of technicians and field chemists dedicated to performing hazmat decontamination and emergency response.

Customer Service Supervisor: Managed a group of technical specialists providing support to clients, sales, operations, and management to facilitate business development, order taking, service delivery and invoicing.

Field Chemist: Performed field work involving hazardous waste characterization, packaging and hauling. Participated as a technician in hazmat spill responses.

Naarden International Flavorings & Foods, Owings Mills, MD

1983 – 1985

Flavor Chemistry Lab and Pilot Plant Technician: Worked with lead flavor chemists to formulate and test flavorings for food and beverages. Perform QA on incoming materials and existing stock. Ensure analytical instruments were calibrated and operating correctly

PROFESSIONAL ASSOCIATIONS

Chesapeake Area Biological Safety Association

Alliance of Hazardous Materials Professionals – National Capital Chapter Health

Physics Society – Baltimore Washington Chapter

COMMUNITY SERVICE

Treasurer	Jefferson County (WV) Parks & Recreation Commission	2007 – 2011
President	Jefferson County (WV) Parks & Recreation Commission	2011 – 2014
Grant Writer	Jefferson County (WV) Parks & Recreation	current
Administrator	Jefferson County (WV) Youth Soccer League (AYSO)	2000 – 2007
Volunteer	Jefferson County (WV) Youth Soccer League (AYSO)	current
President	Mason Dixon Canoe Cruisers	1996 – 1998
Liturgical Music	St. Agnes Catholic Church	1994 - 2000
Director		

Jessica Carroll

From: DAVID <hill.david1756@comcast.net>
Sent: Friday, May 19, 2017 8:13 AM
To: Jessica Carroll
Cc: Jennifer Myers
Subject: David Hill - JCPRC remain serving another term
Attachments: scan.pdf

Jessica,

I received your attached letter dated May 5, 2017 regarding my interest to continue another term with the Parks and Recreation Commission. In response to your letter, I am interested in staying onboard with the Commission and continuing to serve as the Treasure as well. Please let me know if there is anything further I need to do to continue for another term, including any public meetings at the County Commissioners meetings.

Please confirm you received this written response. If you have any questions, please feel free to contact me directly at 240-517-2231.

Sincerely,

David Hill

June 2 2017

Dear Jefferson County Commission:

I hope this letter finds you well. My name is Sean Kelly and I have been a resident of Jefferson County for the past 26 years. I grew up in Harpers Ferry and joined the West Virginia Army National Guard in 2010. After joining I was assigned to the oldest continuous serving unit in the United States military the 201st Field Artillery Regiment. I used my military benefits to attend West Virginia University where I pursued a Bachelor's Degree in Multidisciplinary Studies for four years. WVU's current quarterback William Grier is a Multidisciplinary Studies major as well and I fully expect him to take us to the National Championship. I studied Forestry, Wildlife Management, Construction Management, Business Administration, Geology, Political Science, Biology, Chemistry, Economics and Engineering while I was there.

When I left West Virginia University I became a certified Engineer Technician for Meyer Consulting Engineers and I am now currently an Assistant Project Manager. I work for 3 different companies. MCE is in the construction industry and the other two are recreational. I am a Professional Snowboard Instructor at Whitetail Resort and a Guide at River & Trail. I believe that the experience I have gained with these 3 companies makes me a good candidate to be a member of the Jefferson County Parks & Recreation Commission.

In addition to the experience gained from my places of employment I have played soccer for 22 years and am now a volunteer Soccer Coach. I also grew up skate boarding in Jefferson County. My life style in Jefferson County would not have been possible without a good Parks & Rec Commission and I would like to see to it that the recreational opportunities offered to me as a child are still available to future generations and improved upon to compete with neighboring counties such as Frederick County, Maryland.

I believe that Jefferson County can build a park that out shines Baker Park and I believe Jefferson County can build a better skate park than Hill Street Skate Park in Frederick, MD. Hill Street Skate Park attracts all of the best skateboarders in the world. They perform demos and shows for the youth frequently. Many Jefferson County kids and families travel to Frederick to watch them. With a better skate park the county would attract better skate companies, grow the economy and give our youth positive role models in a county devastated by opiate addiction and limited employment choices. Thank you for considering me for this position.

Sincerely,

A handwritten signature in blue ink that reads "Sean Kelly". The signature is written in a cursive style with a horizontal line underneath the name.

Sean Kelly

33 River View Drive • Harpers Ferry, WV, • 25425
CELL (304)279-7345 • E-MAIL skelly@mcecorp.com

PROFILE

My name is Sean Kelly and I am a 26 year old Assistant Project Manager at Meyer Consulting Engineers Corporation. I specialize in digital marketing, construction quality control management, human resources, company operations, special inspections, construction inspections, LEED project certification, take offs, proposal writing, contract negotiation and developing new business relationships with potential clients. I attended West Virginia University from 2009-2013.

EDUCATION

West Virginia University 2013- Deans List Davis College of Design and Natural Resources
United States Army Field Artillery School-2012
United States Army- Combat Lifesaver Course -2011
Jefferson High School -2009
WACEL-Soils, Foundation, Concrete II, and Fireproofing
NACE-Protective Coatings
American Red Cross- First Aid and CPR

SKILLS

Microsoft Office * Cost Estimation* Technical Proposals* Geotechnical Inspections*Architectural Inspections* Structural Inspections*Writing Bluebeam*Management*Digital Marketing * Contract Negotiation*Security Data analysis*Human Resources*Accounting*Business Law* Plan reading

EXPERIENCE

Meyer Consulting Engineers Corporation 2012-Present

I started off at MCE Corp as an engineer technician. I soon became responsible for all inspections of The Capitol Dome Restoration, Presidential Inaugural Stands and Social Security National Support Center in Urbana, MD. I am now an Assistant Project Manager.

River and Trail Outfitters April 2017- Present

Part-time whitewater raft and tourist guide

Whitetail Resort 2016-Present

Part-time Professional Snowboard Instructor

United States Army, Artillery 2009-2013

M109A6 Driver and Cannon Crew Member

References

Zachary Eaton
Commander in the United States Marine Corp
240-385-4359

Berne Berhane
Laboratory Manager at Meyer Consulting Engineers
240-479-6687

Garrick Staubs
Project Manager at Meyer Consulting Engineers
304-839-3305

Patrick Cosentino
Combat Engineer in the United States Air Force
856-630-7208

James Bombera
Historical Archivist at Shepherd University
908-455-0124

Charles Fountain
Vice President at MCE Corp
301-738-5690

Received

MAY 10 2017

Jefferson County Commission

May 10, 2017

Commissioners:

I am writing to request consideration for a position on the Jefferson County Parks and Recreation Board.

During my two terms on the County Commission, I was privileged to serve as the liaison to the Parks Board. While serving I worked with the other Commissioners to provide 1 million dollars for parks' acquisition and maintenance . That fund was instrumental in the Hite Road Park purchase.

If given the opportunity to serve on the Board I will continue to advocate for a facilities update to the Hite Road Park facility.

Thank you for your consideration.

Thanks again,



Dale Manuel

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Martin Burke, Chair, JCHLC
Michael Whalton, Executive Director, EWVCF

Department or Organization: **Jefferson County Historic Landmarks Commission**

Estimation of amount of time needed for appointment: 15 minutes

Date Requested – 1st Choice: **June 29, 2017**
If a specific date is needed, please provide reason for specific date:

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*):
Request for a contribution of \$10,000 to an agency endowed fund, *Our History, Our Community Fund*, at Eastern WV Community Foundation.

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

In December 2016, the Jefferson County Historic Landmarks Commission(JCHLC) established an Agency Endowed Fund, entitled *Our History Our Community Fund* at the Eastern WV Community Foundation with a goal of \$100,000. Once this goal is reached JCHLC will create a grant program for owners of Category I and Category II structures of which there are 450 in the County. Competitive grants of up to \$1,000 could be used for emergency repairs, stabilization and maintenance, and the purchase or maintenance of battlefield land in the unincorporated areas of Jefferson County.

Is this a funding request? Y/N **Y**
If so, how much? **\$10,000**
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

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Jennifer Myers

Department or Organization: Jefferson County Parks and Recreation Commission

Estimation of amount of time needed for appointment:

Date Requested – 1st Choice: **June 29, 2017**

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

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): Request to designate the month of July as Parks and Recreation Month

Please provide the County Commission with a description of your request or presentation, including any background information: July is national parks and recreation month. The JCPRC is asking the commission to designate July as parks and recreation month in the county. The JCPRC has a month full of fun-family activities that will go along with this designation for county residents.

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*):
Resolution attached.

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

Designation of July as Park and Recreation Month

WHEREAS parks and recreation programs are an integral part of communities throughout this country, including Jefferson County, West Virginia; and

WHEREAS our parks and recreation are vitally important to establishing and maintaining the quality of life in our communities, ensuring the health of all citizens, and contributing to the economic and environmental well-being of a community and region; and

WHEREAS parks and recreation programs build healthy, active communities that aid in the prevention of chronic disease, provide therapeutic recreation services for those who are mentally or physically disabled, and also improve the mental and emotional health of all citizens; and

WHEREAS parks and recreation programs increase a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

WHEREAS parks and recreation areas are fundamental to the environmental well-being of our community; and

WHEREAS parks and natural recreation areas improve water quality, protect groundwater, prevent flooding, improve the quality of the air we breathe, provide vegetative buffers to development, and produce habitat for wildlife; and

WHEREAS our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

WHEREAS the U.S. House of Representatives has designated July as Parks and Recreation Month; and

WHEREAS Jefferson County, West Virginia recognizes the benefits derived from parks and recreation resources

NOW THEREFORE, BE IT RESOLVED BY THE JEFFERSON COUNTY COMMISSION that July is recognized as Park and Recreation Month in the County of Jefferson.

Commission Office Use Only

Date on Agenda:

Appt Time or New Business:

**JEFFERSON COUNTY COMMISSION
AGENDA REQUEST FORM**

Name: Jeffrey A. Polczynski, ENP – Director of Communications

Department or Entity: Emergency Communications

Estimation of amount of time needed for appointment: 5 minutes

Date Requested – 1st Choice: July 6, 2017

Date Requested – 2nd Choice: _____

If a specific date is needed, please provide reason for specific date: *Timing in regards to filling vacancies in the schedule*

Subject: **Re-Appointment – Brandon Potts – Part-Time Public Safety Dispatcher II**

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

Mr. Potts resigned from his full-time Public Safety Dispatcher position in November 2016 after over five years of employment moving out of the area. He currently is seeking to move back to Jefferson County and has requested to be reinstated as a part-time public safety dispatcher while coordinating his return. Once he is settled into a new residence, he is then seeking return as a Full-Time Public Safety Dispatcher II.

The Emergency Communications Center allows former employees to return to their original seniority if they return within one year of resignation and has practiced this in the past. Mr. Potts is well within his one year and is eligible for re-hire by the Department.

With the resignation of PSD Angelina Perry, the ECC currently has one vacancy to fill and has committed to Mr. Potts the position that is currently open. Staff will work with Mr. Potts regarding the full-time position since his appointment will negate any training that would be required of a new employee. Once Mr. Potts formally requests the full-time position, then staff will present the appointment request at that time.

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

Motion to approve the full-time employment of Brandon Potts as a Part-Time Public Safety Dispatcher II at Grade III Step A.

Attachments:

AGENDA REQUEST FORM
www.jeffersoncountyvva.org



Name: Peter Dougherty.

Department or Organization: JCSO

Estimation of amount of time needed for appointment: 5 min

Date Requested – 1st Choice: **Next Meeting**

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

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): Approval of new hire
Adjust pay to meet new scale minimum

Please provide the County Commission with a description of your request or presentation, including any background information: In the FY18 budget, I was provided 2 additional deputy positions. Joseph Moffett has successfully completed all prerequisites and has been deemed eligible for hire.

One of our existing animal control officer's current salary is below the new scale minimum. I would like to adjust his salary beginning July 1st to this new minimum. This is an increase of 194.50 over the previously approved 7/1 increase.

Is this a funding request? Y N
If so, how much? \$

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*): I move to approve the hire of Joseph Moffett for the position of Deputy Sheriff.

I move to approve the increase to the new salary minimum of 31,048.21 for David Boyle.

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: 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



Name: **Jefferson County Emergency Services Agency**

Department or Organization: **JCESA**

Estimation of amount of time needed for appointment:

Date Requested – 1st Choice: **June 29, 2017**

If a specific date is needed, please provide reason for specific date: [Click here to enter text.](#)

Date Requested – 2nd Choice: [Click here to enter text.](#)

Subject (*Wording to be placed on agenda*):

Discussion of funding of DOA's – Discussion/Action

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

Is this a funding request? **Y/N** [Click here to enter text.](#)

If so, how much? **\$**[Click here to enter text.](#)

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

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

If not attached, explain: [Click here to enter text.](#)

Is equipment needed? **Projector** **Y/N** [Click here to enter text.](#) **Internet/Wi Fi** **Y/N** [Click here to enter text.](#)

Telephone for conference call **Y/N** [Click here to enter text.](#)

Contact information:

Email address: [Click here to enter text.](#) Phone Number: [Click here to enter text.](#)

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS

[Click here to enter text.](#)

AGENDA REQUEST FORM
www.jeffersoncountywv.org



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

Department or Organization:

Estimation of amount of time needed for appointment:

Date Requested – 1st Choice: **June 29, 2017**

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

Date Requested – 2nd 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:

- 1. Discussion of PSD Dissolution Appeal of the PSC decision, acquisition of PSD assets, and related issues. Possible Executive Session – Discussion/Action.**

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

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Josh Compton

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment:

Date Requested – 1st Choice: **June 29, 2017**

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

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): **Discussion of qualifications for PSD board members**

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

Is this a funding request? Y/N NO

If so, how much? \$

Provide exact financial impact/request:

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

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

If not attached, explain:

Is equipment needed? Projector Y/N Internet/Wi Fi Y/N Telephone for conference call Y/N

Contact information:

Email address:

Phone Number:

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Peter Onoszko

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment:

Date Requested – 1st Choice: **June 29, 2017**

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

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): **Opening of Bids for outside audit of Jefferson County Public Service District Financials – Discussion/Action**

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

Is this a funding request? Y/N 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

BEFORE THE COUNTY COMMISSION OF JEFFERSON COUNTY, WEST VIRGINIA

**IN RE: DISSOLUTION OF THE JEFFERSON COUNTY
 PUBLIC SERVICE DISTRICT**

Notice of Proposal and Continuation of Hearing

Please take notice that the Jefferson County Commission shall hold the continuation of a hearing (which was first convened on May 4, 2017) on the proposed dissolution of the Jefferson County Public Service District on Thursday, July 6, 2017, beginning at 7:00 p.m. in the County Commission meeting room in the Old Charles Town Library located at 200 E. Washington Street, Charles Town, West Virginia 25414. 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.

All persons residing in or owning or having any interest in property in the territory of the Jefferson County Public Service District or the City of Charles Town may be heard for or against the proposed dissolution. A copy of the Order proposing dissolution of the Jefferson County Public Service District is available from the Office of the Clerk of the County Commission of Jefferson County, West Virginia, located at 100 E. Washington Street, Charles Town, West Virginia 25414.

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



**JEFFERSON COUNTY
COMMISSION OFFICES
WILL BE CLOSED ON
TUESDAY JULY 4TH, 2017
IN OBSERVANCE OF
INDEPENDENCE DAY.**

The Jefferson County Commission proposes to name persons to serve on the following Authorities, Boards, Commissions, or Committees on Thursday, July 6, 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.

The Jefferson County Commission proposes to name persons to serve on the following Authorities, Boards, Commissions, or Committees on Thursday, July 6, 2017 or as soon thereafter as the Commission may decide:

Jefferson County Emergency Services Agency Board - one unexpired term for Citizen Representative, ending June 30, 2018.

Per the Ordinance to Dissolve and Reconstitute the Jefferson County Emergency Services Agency: Section 3 - Joint Emergency Services Board

(f) No citizen member of the Board may provide fire service or emergency ambulance service in Jefferson County. Nor may any member of the Board have any immediate family member who provides fire service or emergency ambulance service in Jefferson County.

(g) No member of the Board, nor their immediate family member, shall have any interest in any firm, partnership, corporation or association engaged in the business of providing ambulance or fire service, nor in the manufacture, sale or lease of ambulance or fire equipment or facilities. For purposes of this ordinance, immediate family member shall mean a spouse or other person with whom a member is living as husband and wife and any child or children, grandchild or grandchildren and parent or parents.

(h) Employees of the Agency are not eligible to serve as members of the Board.

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. 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:

June 21 and June 28

The Jefferson County Commission proposes to name persons to serve on the following Authorities, Boards, Commissions, or Committees on Thursday, July 6, 2017, or as soon thereafter as the Commission may decide:

Planning Commission - one unexpired term ending March 30, 2019.

Persons who may be interested in the above listed agency should submit a letter of interest and a resume or statement of qualifications to the Jefferson County Commission, P.O. Box 250, Charles Town, WV 25414, by 12:00 pm on the Monday prior to the proposed date of appointment.

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

SPIRIT OF JEFFERSON:

PLEASE ADVERTISE ON:

June 19 and June 26

THANKS - JEFFERSON COUNTY COMMISSION



State of West Virginia

John B. McCuskey

**State Auditor and
Commissioner of Delinquent
and Nonentered Lands**

**Office of the State Auditor
County Collections Division
1900 Kanawha Boulevard, East
State Capitol, Building 1, Suite W-118
Charleston, West Virginia 25305**

**Toll Free: (888) 509-6568
Telephone: (304) 558-2262
Fax: (304) 558-4156
www.wvsao.gov**

June 2, 2017

Honorable Pete Dougherty
Sheriff and Treasurer
of Jefferson County
P O Box 9
Charles Town, WV 25414

Received

JUN 16 2017

Jefferson County Commission

**Re: Jefferson County Notice of Auction of
Delinquent and Nonentered Lands**

Dear Sheriff Dougherty:

Enclosed is the list of properties that will be offered for sale on July 12, 2017.

Should you have any knowledge that any of these properties should not be included in the Sale, please contact this office as soon as possible. The Auditor's Office does not wish to include any properties in the Sale that shouldn't be sold. Please note that properties who status indicate that they have been deeded, redeemed, dismissed, suspended, or suspended because of bankruptcy will not be offered for sale.

If you have any questions please feel free to contact me.

Sincerely yours,

Russell Rollyson
Senior Deputy State Auditor
County Collections Division

Encl(s)

cc: Honorable Jacki Shadle, County Clerk
Honorable Laura Storm, Circuit Clerk
Honorable Angela Banks, Assessor
Honorable Matthew Harvey, Prosecuting Attorney
Honorable Peter Onoszko, President of the Jefferson County Commission

**Jefferson County
Delinquent and Nonentered Land Sale
July 12, 2017**

CERT NO	YEAR SOLD	NAME1	NAME2	DESCRIPTION	DISTRICT	STATUS
190652	1993	Jefferson Investors Inc		Residue #1 (.003 A) Ambrose	RANSON CORP	
191003	2010	Dan Ryan Builders Inc		Blk 99 Lt C (.33AC) Brickyard	RANSON CORP	
191004	2010	Dan Ryan Builders Inc		Lt D Ranson Estates	RANSON CORP	
191005	2010	Dan Ryan Builders Inc		SWM Ranson Estates Phase II	RANSON CORP	
191011	2011	Grimes Wiley E Jr & Penny S		Sec 11H #73 Shannondale	CHARLES TOWN	
191018	2011	Carter Terry L		Sec X #119 SCJ	HARPERS FERRY	
191019	2011	Carter Terry L		Sec X #123 SCJ	HARPERS FERRY	
191029	2011	Fries Kery & George		Sec X #8 SCJ	HARPERS FERRY	
191034	2011	Orser Donald J		1 Parcel - Westridge Hills	HARPERS FERRY	
191052	2011	Orser Donald J		Sec 17F #46 Shannondale	KABLETOWN	
191066	2012	Orser Donald J		Sec 21J #78 Shannondale	CHARLES TOWN	
191067	2012	Dove Allen & Jo Ann		Sec G #20, 23-Westridge Hills	HARPERS FERRY	Sold
191070	2012	Orser Donald J		Sec D #5 SCJ	HARPERS FERRY	
191071	2012	Owen Margaret N Etal		Sec B #91 Westridge Hills	HARPERS FERRY	
191072	2012	Palmer Rodney L		Sec B #221 Westridge Hills	HARPERS FERRY	
191073	2012	Speaks Howard W & Irene G		Sec 30 Pt Lt #9 Keyes Ferry Acres	HARPERS FERRY	
191078	2012	Orser Donald J		Sec 3G #31 Shannondale	KABLETOWN	
191080	2012	Thomas Annie L Etal		Sec 15F #5 Shannondale	KABLETOWN	
191084	2013	DAVISON ROBERT W & MURIEL S		SEC 5H #28 SHANNONDALE	CHARLES TOWN	Sold
191093	2013	WILLIAMS THOMAS A & BEATRICE B		SEC. 5J, #34, SHANNONDALE	CHARLES TOWN	
191094	2013	ORSER DONALD J	ORSER DONALD J	SEC Q LT #26 SCJ	HARPERS FERRY	
191095	2013	ORSER DONALD J		1 PARCEL-WESTRIDGE HILLS	HARPERS FERRY	
191097	2013	WRIGHT LARRY (2013)	PLAUCHE DEANNA & KENNETH (2014- 2015)	SEC B #49,50-WESTRIDGE HILLS	HARPERS FERRY	
191099	2013	CURRY CHARLES A & RUTH S EST (2013)	PLAUCHE DEANNA & KENNETH (2014- 2015)	1/4 AC MT PLEASANT	KABLETOWN	

CERT NO	YEAR SOLD	NAME1	NAME2	DESCRIPTION	DISTRICT	STATUS
191107	2013	LATHAM ALLEN SHAWN-TR		SEC 7F #68 SHANNONDALE	KABLETOWN	
191108	2013	LATHAM ALLEN SHAWN-TR		SEC 7F #49 SHANNONDALE	KABLETOWN	
191113	2014	MAO JOHN	ROMERO REYNA D (2015 & 2016)	LT #34 BLK 70	CHARLES TOWN CORP	
191114	2014	BAKER DANIEL L & KIA R		PT LTS # 4,5,6, SULLIVAN	HARPERS FERRY	
191115	2014	DAN RYAN BUILDERS INC	EARY DANA M (2015 & 2016)	#326 LAKELAND PLACE	RANSON CORP	
191116	2014	HOUSEHOLDER ANTHONY		.25 AC DUFFIELDS, GRAY	SHEPHERDSTOWN	
191117	2014	HOUSEHOLDER ANTHONY W		.25 A. DUFFIELDS, GRAY	SHEPHERDSTOWN	
191118	2014	HOUSEHOLDER ANTHONY W		.25 AC DUFFIELDS, DUNN	SHEPHERDSTOWN	
191119	2014	PAXTON TRAVIS A	ROSS TRAVIS (2016)	LT #3 POTOMAC VIEW - PACK HORSE FORD	SHEPHERDSTOWN	
19739	1996	Baldwin, Richard T. & Kathryn J.		Swm & Common Area Bon Aire Village	SHEPHERDSTOWN	
19767	2004	Ranson Ests LTD Liability Co.		Open ares A, B, & Mail/Bus Stop (.207 AC)	RANSON CORP	
19772	2007	Morgan Mary A		1/5 Ac Halltown	HARPERS FERRY	
19779	2008	Ashbaugh Paul & Donna		Common Area Ashland Village	BOLIVAR CORP	
19782	2008	McLaughlin James M		Pt Lt #25 McLaughlin	CHARLES TOWN	
19783	2008	McLaughlin James M		Pt Lt #29 McLaughlin	CHARLES TOWN	
19784	2008	McLaughlin James M		Pt Lt #32 McLaughlin	CHARLES TOWN	
19792	2008	Harpers Ferry Mountain Club Inc		Sec L #33 SCJ	HARPERS FERRY	
19798	2008	Learnard Steven		Sec A Blk B #61 SCJ	HARPERS FERRY	
19799	2008	Learnard Steven		Sec J #203 SCJ	HARPERS FERRY	
19820	2009	Dillow Gardner & Sylvia R		Sec 5J #27 Shannondale	CHARLES TOWN	
19828	2009	Tri-State Homes Inc		1.05 Ac - Rt 9 Wysong SWM & Park - Robelei Subd	CHARLES TOWN	
19861	2009	Dillow Gardner & Sylvia R		Sec B #48 Westridge Hills	HARPERS FERRY	
19870	2009	Flores Daisy 2009	Klein Nancy L 2011	Sec X #125x127x SCJ	HARPERS FERRY	
19879	2009	Rider Raymond		Sec P #61 62 SCJ	HARPERS FERRY	
19880	2009	Rider Raymond		Sec P #67 68 SCJ #6761	HARPERS FERRY	

CERT NO	YEAR SOLD	NAME1	NAME2	DESCRIPTION	DISTRICT	STATUS
19898	2009	Quick Phillip D Jr		Sec 9F #10 Shannondale	KABLETOWN	
19910	2009	Hartzell Gardens LLC		.78 Ac Hartzell Gardens	SHEPHERDSTOWN	
19929	2010	Braxton Donald M & Betty A		Pt Lts #7, 8, 9, 10 Northwest Terrace	CHARLES TOWN CORP	Sold
19938	2010	Dan Ryan Builders Inc		1.31 Ac SWM Amber Knolls	HARPERS FERRY	
19939	2010	Daskievige Mark & Lisa F		Sec B #59, 60 - Westridge Hills	HARPERS FERRY	
19987	2010	Orser Donald J		Sec 15F #10 Shannondale	KABLETOWN	
19988	2010	Orser Donald J		Sec 3G #36 & Parcel Shannondale	KABLETOWN	

Jefferson County Public Service District

RECEIVED

JUN 12 2017

Jefferson County Public Service District
Regular Board Meeting
May 1, 2017

County Commission
of Jefferson County, WV

The monthly meeting of the Jefferson County Public Service District was held at 7:00PM on Monday, May 1, 2017 in the meeting room at the Districts office in Kearneysville. Those in attendance included: 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

Treasurer Bill Strider called the meeting to order at 7:00PM.

Moment of silence in recognition for the dedication and service of Peter Appignani

Mr. Strider asked the staff and audience to join him in a moment of silence for the passing of Peter Appignani.

Appoint Chairman

Action: Motion made by Mr. Weese and seconded by Mr. Strider to nominate Mr. Strider as Chairman. Approved 2-0.

Approval of agenda

The Board removed the billing options agenda item.

OLD BUSINESS

Review Minutes of April 3 regular board meeting

The minutes of the April 3, 2017 regular board meeting were approved as presented.

Action: Motion made by Mr. Weese and seconded by Mr. Strider to accept the April 3, 2017 regular board meeting minutes as presented. Approved 2-0.

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

The District will need to collect an estimated \$14,500 in payments to cover the disbursements for water. Commission Josh Compton requested District staff provide him with the number of delinquent bills over the last five years.

Action: No action required by the Board.

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

- Consider for approval the resolution #10 to pay expenses relating to the sewer collection and transmission project from the Series 2015 Sewer Bond proceeds

The Public Service Commission approved the certificate of need and convenience for the sewer project last month, however, Ms. Milliron has challenged that ruling with the West Virginia Supreme Court. Ms. Lawton requested the Board approve resolution number ten (10) to pay \$32,375.00 out of the \$660,000 loan for expenses related to the project. Mr. Strider read resolution #10 as follows:

RESOLUTION OF THE PUBLIC SERVICE BOARD OF THE JEFFERSON COUNTY PUBLIC SERVICE DISTRICT APPROVING INVOICES RELATING TO ENGINEERING AND OTHER SERVICES FOR THE SEWER TRANSMISSION IMPROVEMENTS PROJECT AND AUTHORIZING PAYMENT THEREOF IN THE AMOUNT OF \$32,375.00.

Action: Motion by Mr. Strider and seconded by Mr. Weese to approve the resolution as read totaling \$32,375.00. Approved 2-0.

NEW BUSINESS

Consider Fiscal Year 2017 sewer budget revision

Finance Manager, April Shultz, discussed the Fiscal Year 2017 sewer budget revisions. This revised budget shows 134% coverage.

Action: Motion made by Mr. Weese and seconded by Mr. Strider to approve the Fiscal Year 2017 sewer budget revision as presented. Approved 2-0.

Consider Fiscal Year 2017 water budget revision

Mrs. Shultz, discussed the Fiscal Year 2017 water budget revisions. This revised budget shows 119% coverage.

Action: Motion made by Mr. Weese and seconded Mr. Strider to accept the Fiscal Year 2017 water budget revisions as presented. Approved 2-0.

Presentation of draft Fiscal Year 2018 sewer operating budget

Mrs. Shultz discussed the Fiscal Year 2018 sewer operating budget. The budget shows 117% coverage.

Action: Motion made by Mr. Weese and seconded Mr. Strider to accept the Fiscal Year 2018 sewer operating budget as presented. Approved 2-0.

Presentation of draft Fiscal Year 2018 water operating budget

Mrs. Shultz discussed the Fiscal Year 2018 water operating budget. The budget shows 130% coverage.

Action: Motion made by Mr. Weese and seconded Mr. Strider to accept the Fiscal Year 2018 water operating budget as presented. Approved 2-0.

Update on Status of Current Public Service Commission Cases

- Jefferson County Commission PSC Case No. CCA Jefferson 17A – The Jefferson County Commission filed a petition at the PSC to dissolve the District. The County Commission is having a public hearing on the dissolution on May 4th.

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 \$7,351.30. Approved 2-0.

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 \$184,873.70. Approved 2-0.

Approve transfer of \$3,744.77 from the Renewal and Replacement account to the Sewer Operating account for repairs at pump station 3-8

Action: Motion made by Mr. Strider and seconded by Mr. Weese to approve transfer of \$5,486.95 from Renewal and Replacement account to the Sewer Operating account for repairs at pump station 3-8. Approved 2-0.

Approve transfer of \$4,430.52 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 \$4,430.52 from the New Sewer Security Deposit account to the Sewer Operating account for security deposit refunds. Approved 2-0.

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

Todd Milliron, Breckenridge resident, appreciated the moment of silence for Peter Appignani and will miss him greatly. Mr. Milliron also stated the District may want to look at a tax under real estate taxes for local benefits that may be useful for customers.

Roger Forshee, Breckenridge resident, commented that he hoped the rate payers are represented with the next vacant board position.

Action: Motion made by Mr. Weese and seconded by Mr. Strider convene in executive session for the purpose of discussing a personnel matter. Approved 2-0

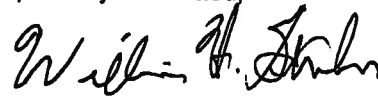
Action: Motion made by Mr. Weese and seconded by Mr. Strider to return to public session. Approved 2-0.

Action: Motion made by Mr. Strider and seconded by Mr. Weese to adjourn. Approved 2-0.

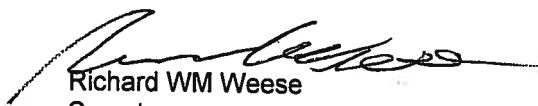
There being no further business at this time, the meeting was adjourned at 7:15PM.

The next regular meeting is scheduled for Monday, June 5, 2017 at 7:00pm at 340 Edmond Road, Suite A at the Districts office in Kearneysville.

Respectfully Submitted,



William H. Strider
Chairman



Richard WM Weese
Secretary

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

Week Ending Date	FY17 June 10, 2017
To be Deposited on:	June 16, 2017
Amount Played	\$ 53,746,022.98
Amount Won	48,378,682.71
Amount Promo	441,059.00
MWAP Contribution	-
Adjusted Gross Terminal Revenue	<u>4,926,281.27</u>
Administrative Costs @ 4%	-
Excess Lottery Fund @ 4%	<u>197,051.26</u>
Net Terminal Revenue	<u>4,729,230.01</u>
Surcharge @ 10%	472,923.01
State Share Excess @ 58% & 10% of 42%	294,158.11
Track Share of Capital Reinvestment @ 90% of 42%	<u>178,764.90</u>
<i>Track Share of Capital Reinvestment @ 98%</i>	<i>171,814.30</i>
<i>Track Share of Capital Reinvestment @ 4%</i>	<i>7,150.80</i>
Adjusted Net Terminal Revenue	<u>4,256,307.00</u>
Racetrack @ 46.50% / 42%	1,787,648.94
Lottery Fund @ 30% / 0%	-
Excess Lottery Fund @ 0% / 41%	1,745,085.83
Excess Lottery Fund @ 12.85% / 9.55%	406,477.34
Race Track Purses @ 90% of 7% / 4%	153,227.05
Employee Pension Fund @ 1% / .5%	21,281.54
Greyhound Development @ 90% of .75%	28,730.07
Thoroughbred Development @ 90% of .75%	28,730.07
County/Municipality @ 2%	<u>85,126.16</u>
	<u>\$ 4,256,307.00</u>

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
05/13/17	95,296.32	47,648.16	47,648.16	3,778.50	19,011.61	1,033.97	16,047.90	7,776.18
05/20/17	87,996.48	43,998.24	43,998.24	3,489.06	17,555.30	954.76	14,818.61	7,180.51
05/27/17	99,861.88	49,930.94	49,930.94	3,959.52	19,922.45	1,083.50	16,816.74	8,148.73
06/03/17	105,006.24	52,503.12	52,503.12	4,163.50	20,948.74	1,139.32	17,683.05	8,568.51
06/10/17	85,126.16	42,563.08	42,563.08	3,375.25	16,982.67	923.62	14,335.25	6,946.29
Subtotal	\$ 4,920,434.76	\$ 2,916,249.12	\$ 2,004,185.64	\$ 158,931.89	\$ 799,670.05	\$ 43,490.86	\$ 675,009.72	\$ 327,083.12

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
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	5/13/2017	47,648.16
5/25/2013	57,131.24	5/24/2014	53,082.60	5/23/2015	47,705.92	5/21/2016	48,392.48	5/20/2017	43,998.24
6/1/2013	65,920.66	5/31/2014	62,642.98	5/30/2015	58,258.10	5/28/2016	49,380.84	5/27/2017	49,930.94
6/8/2013	55,233.74	6/7/2014	49,517.18	6/6/2015	53,927.82	6/4/2016	58,228.50	6/3/2017	52,503.12
6/15/2013	54,067.52	6/14/2014	50,266.50	6/13/2015	50,110.84	6/11/2016	45,053.42	6/10/2017	42,563.08
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

2,916,249.12

Table Game Revenue

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
July/August, 2010	154,185.68	July, 2011	141,718.01	July, 2012	138,663.64	July, 2013	99,274.36
September, 2010	94,247.84	August, 2011	137,473.92	August, 2012	133,245.83	August, 2013	111,427.75
October, 2010	105,903.60	September, 2011	110,375.25	September, 2012	127,532.40	September, 2013	80,857.74
November, 2010	108,717.67	October, 2011	124,273.94	October, 2012	126,482.02	October, 2013	81,066.09
December, 2010	118,721.11	November, 2011	121,118.87	November, 2012	134,443.93	November, 2013	79,853.94
January, 2011	106,189.21	December, 2011	140,509.93	December, 2012	146,677.92	December, 2013	79,617.31
February, 2011	105,776.45	January, 2012	137,812.68	January, 2013	132,650.35	January, 2014	75,093.81
March, 2011	120,927.10	February, 2012	142,770.01	February, 2013	121,636.62	February, 2014	75,170.90
April, 2011	130,654.61	March, 2012	151,845.46	March, 2013	149,033.62	March, 2014	78,201.51
May, 2011	130,492.02	April, 2012	127,862.26	April, 2013	105,545.23	April, 2014	72,380.72
June, 2011	121,576.41	May, 2012	137,905.13	May, 2013	109,747.38	May, 2014	93,191.89
		June, 2012	129,235.38	June, 2013	104,803.37	June, 2014	72,350.70
Total 2010-2011	1,297,391.70	Total 2011-2012	1,602,900.84	Total 2012-2013	1,530,462.31	Total 2013-2014	998,486.72

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
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	March, 2017	
April, 2015	76,343.68	April, 2016	68,149.38	April, 2017	54,086.05
May, 2015	78,424.23	May, 2016	76,415.84		
June, 2015	81,569.83	June, 2016	62,572.11		
Total 2014-2015	899,128.89	Total 2015-2016	832,756.78	Total 2016-2017	561,484.21

Table Game Revenue Distribution - Jefferson County School Board

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
July, 2011	425,154.03	July, 2012	415,990.92	July, 2013	297,823.08	July, 2014	235,917.21
August, 2011	412,421.76	August, 2012	399,737.49	August, 2013	334,283.25	August, 2014	254,179.53
September, 2011	331,125.75	September, 2012	382,597.20	September, 2013	242,573.22	September, 2014	215,902.53
October, 2011	372,821.82	October, 2012	379,446.06	October, 2013	243,198.27	October, 2014	198,771.06
November, 2011	363,356.61	November, 2012	403,331.79	November, 2013	239,561.82	November, 2014	213,139.98
December, 2011	421,529.79	December, 2012	440,033.75	December, 2013	238,851.93	December, 2014	230,391.72
January, 2012	413,438.04	January, 2013	397,951.05	January, 2014	225,281.43	January, 2015	220,039.98
February, 2012	428,310.03	February, 2013	381,857.07	February, 2014	225,512.70	February, 2015	198,788.34
March, 2012	455,536.38	March, 2013	447,100.86	March, 2014	234,604.53	March, 2015	221,243.10
April, 2012	383,586.78	April, 2013	316,635.69	April, 2014	217,142.18	April, 2015	229,031.04
May, 2012	413,715.39	May, 2013	329,242.14	May, 2014	279,575.67	May, 2015	235,272.69
June, 2012	387,706.12	June, 2013	314,410.11	June, 2014	217,052.10	June, 2015	244,709.49
Total 2011-2012	4,808,702.50	Total 2012-2013	4,608,334.13	Total 2013-2014	2,995,460.18	Total 2014-2015	2,697,386.67

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
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	March, 2017	
April, 2016	204,448.14	April, 2017	162,258.15
May, 2016	229,247.52		
June, 2016	187,716.33		
Total 2015-2016	2,498,270.34	Total 2016-2017	1,684,452.63

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

Week Ending Date	FY17 June 17, 2017
To be Deposited on:	June 26, 2017
Amount Played	\$ 55,917,638.68
Amount Won	49,939,898.85
Amount Promo	462,268.00
MWAP Contribution	-
Adjusted Gross Terminal Revenue	<u>5,515,471.83</u>
Administrative Costs @ 4%	-
Excess Lottery Fund @ 4%	<u>220,618.87</u>
Net Terminal Revenue	<u>5,294,852.96</u>
Surcharge @ 10%	529,485.30
State Share Excess @ 58% & 10% of 42%	329,339.86
Track Share of Capital Reinvestment @ 90% of 42%	<u>200,145.44</u>
<i>Track Share of Capital Reinvestment @ 96%</i>	<i>192,139.82</i>
<i>Track Share of Capital Reinvestment @ 4%</i>	<i>8,005.82</i>
Adjusted Net Terminal Revenue	<u>4,765,367.66</u>
Racetrack @ 46.50% / 42%	2,001,454.42
Lottery Fund @ 30% / 0%	-
Excess Lottery Fund @ 0% / 41%	1,953,800.71
Excess Lottery Fund @ 12.85% / 9.55%	455,092.63
Race Track Purses @ 90% of 7% / 4%	171,553.24
Employee Pension Fund @ 1% / .5%	23,826.84
Greyhound Development @ 90% of .75%	32,166.23
Thoroughbred Development @ 90% of .75%	32,166.23
County/Municipality @ 2%	<u>95,307.36</u>
	<u>\$ 4,765,367.66</u>

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
05/13/17	95,296.32	47,648.16	47,648.16	3,778.50	19,011.61	1,033.97	16,047.90	7,776.18
05/20/17	87,996.48	43,998.24	43,998.24	3,489.06	17,555.30	954.76	14,818.61	7,180.51
05/27/17	99,861.88	49,930.94	49,930.94	3,959.52	19,922.45	1,083.50	16,816.74	8,148.73
06/03/17	105,006.24	52,503.12	52,503.12	4,163.50	20,948.74	1,139.32	17,683.05	8,568.51
06/10/17	85,126.16	42,563.08	42,563.08	3,375.25	16,982.67	923.62	14,335.25	6,946.29
06/17/17	95,307.36	47,653.68	47,653.68	3,778.94	19,013.82	1,034.08	16,049.76	7,777.08
Subtotal	\$ 5,015,742.12	\$ 2,963,902.80	\$ 2,051,839.32	\$ 162,710.83	\$ 818,683.87	\$ 44,524.94	\$ 691,059.48	\$ 334,860.20

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
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	5/13/2017	47,648.16
5/25/2013	57,131.24	5/24/2014	53,082.60	5/23/2015	47,705.92	5/21/2016	48,392.48	5/20/2017	43,998.24
6/1/2013	65,920.66	5/31/2014	62,642.98	5/30/2015	58,258.10	5/28/2016	49,380.84	5/27/2017	49,930.94
6/8/2013	55,233.74	6/7/2014	49,517.18	6/6/2015	53,927.82	6/4/2016	58,228.50	6/3/2017	52,503.12
6/15/2013	54,067.52	6/14/2014	50,266.50	6/13/2015	50,110.84	6/11/2016	45,053.42	6/10/2017	42,563.08
6/22/2013	54,690.28	6/21/2014	48,768.14	6/20/2015	47,109.22	6/18/2016	46,179.18	6/17/2017	47,653.68
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

2,963,902.80



*West Virginia State
Treasurer's Office*

John D. Perdue
State Treasurer

<u>Political Subdivision</u>	<u>Amount</u>
Huntington	939.12
Hurricane	939.12
Huttonsville	939.12
laeger	939.12
Jackson County	3,738.07
Jane Lew	939.12
Jefferson County	55,545.56
Jefferson County School Board	166,636.68
Junior	939.12
Kanawha County	24,619.22
Kenova	939.12
Kermit	939.12
Keyser	939.12
Keystone	939.12
Kimball	939.12
Kingwood	939.12
Leon	939.12
Lester	939.12
Lewis County	3,738.07

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
Total 2010-2011	1,297,391.70	Total 2011-2012	1,602,900.84	Total 2012-2013	1,530,462.31	Total 2013-2014	998,486.72

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	March, 2017	
April, 2015	76,343.68	April, 2016	68,149.38	April, 2017	54,086.05
May, 2015	78,424.23	May, 2016	76,415.84	May, 2017	55,545.56
June, 2015	81,569.83	June, 2016	62,572.11		
Total 2014-2015	899,128.89	Total 2015-2016	832,756.78	Total 2016-2017	617,029.77

Table Game Revenue Distribution - Jefferson County School Board

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
July, 2011	425,154.03	July, 2012	415,990.92	July, 2013	297,823.08	July, 2014	235,917.21
August, 2011	412,421.76	August, 2012	399,737.49	August, 2013	334,283.25	August, 2014	254,179.53
September, 2011	331,125.75	September, 2012	382,597.20	September, 2013	242,573.22	September, 2014	215,902.53
October, 2011	372,821.82	October, 2012	379,446.06	October, 2013	243,198.27	October, 2014	198,771.06
November, 2011	363,356.61	November, 2012	403,331.79	November, 2013	239,561.82	November, 2014	213,139.98
December, 2011	421,529.79	December, 2012	440,033.75	December, 2013	238,851.93	December, 2014	230,391.72
January, 2012	413,438.04	January, 2013	397,951.05	January, 2014	225,281.43	January, 2015	220,039.98
February, 2012	428,310.03	February, 2013	381,857.07	February, 2014	225,512.70	February, 2015	198,788.34
March, 2012	455,536.38	March, 2013	447,100.86	March, 2014	234,604.53	March, 2015	221,243.10
April, 2012	383,586.78	April, 2013	316,635.69	April, 2014	217,142.18	April, 2015	229,031.04
May, 2012	413,715.39	May, 2013	329,242.14	May, 2014	279,575.67	May, 2015	235,272.69
June, 2012	387,706.12	June, 2013	314,410.11	June, 2014	217,052.10	June, 2015	244,709.49
Total 2011-2012	4,808,702.50	Total 2012-2013	4,608,334.13	Total 2013-2014	2,995,460.18	Total 2014-2015	2,697,386.67

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
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	March, 2017	
April, 2016	204,448.14	April, 2017	162,258.15
May, 2016	229,247.52	May, 2017	166,636.68
June, 2016	187,716.33		
Total 2015-2016	2,498,270.34	Total 2016-2017	1,851,089.31