

Minutes

Jefferson County Commission

Thursday, July 20, 2017

A meeting of the Jefferson County Commission was held on Thursday, July 20, 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, July 20, 2017 meeting is available through the Jefferson County Commission Office.)

PLEDGE OF ALLEGIANCE

Commissioner Hudson led the Pledge of Allegiance.

APPROVAL OF MINUTES

Motion by Mr. Hudson to approve the July 6, 2017 Regular Meeting Minutes as presented. Motion seconded and unanimously approved.

APPROVAL OF PAYROLL

Motion by Ms. Noland to approve the payroll for July 13, 2017 in the amount of \$249,138.88. Motion seconded and unanimously approved.

APPROVAL OF ACCOUNTS PAYABLE

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
078646	402	BANK OF CHARLES TOWN		\$ -	\$ 94.55	\$ 94.55
078647	ALLOC	BLUE RIDGE FIRE CO.		\$ -	\$ 30,000.00	\$ 30,000.00
078648	PAYROLL	BOOTH AND MCCARTHY		\$ -	\$ 231.00	\$ 231.00
078649	PAYROLL	BUREAU F/CHILD SUPPORT		\$ -	\$ 49.85	\$ 49.85
078650	PAYROLL	BUREAU F/CHILD SPRT ENF		\$ -	\$ 212.31	\$ 212.31

078651	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 461.54	\$ 461.54
078652	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 119.54	\$ 119.54
078653	405	CATIE WILKES DELLIGATTI		\$ -	\$ 34.24	\$ 34.24
078654	406	GLOBAL SCIENCE & TECH		\$ -	\$ 730.00	\$ 730.00
078655	404	SPIRIT OF JEFFERSON		\$ -	\$ 55.60	\$ 55.60
078656	GRANT	JEFFERSON DAY REPORT CNT		\$ -	\$ 736.30	\$ 736.30
078656	GRANT	JEFFERSON DAY REPORT CNT		\$ -	\$ 450.00	\$ 450.00
078657	PAYROLL	JEFFERSON SECURITY BANK		\$ -	\$ 5,435.00	\$ 5,435.00
078658	424	KONE INC.		\$ -	\$ 370.50	\$ 370.50
078658	425	KONE INC.		\$ -	\$ 1,111.50	\$ 1,111.50
078659	405	JOSEPH KINSER		\$ -	\$ 51.36	\$ 51.36
078660	PAYROLL	HELEN M. MORRIS, TRUSTEE		\$ -	\$ 543.86	\$ 543.86
078661	406	MILLER'S SUPPLIES AT WOR		\$ -	\$ 68.60	\$ 68.60
078662	PAYROLL	NATIONWIDE RETIREMENT		\$ -	\$ 849.00	\$ 849.00
078663	424	POTOMAC EDISON/OH		\$ -	\$ 2,305.45	\$ 2,305.45
078663	425	POTOMAC EDISON/OH		\$ -	\$ 19,059.79	\$ 19,059.79
078663	425	POTOMAC EDISON/OH		\$ -	\$ 2,848.18	\$ 2,848.18
078663	425	POTOMAC EDISON/OH		\$ -	\$ 62.89	\$ 62.89
078664	700	DOUGLAS PITTINGER		\$ -	\$ 31.39	\$ 31.39
078664	700	DOUGLAS PITTINGER		\$ -	\$ 10.74	\$ 10.74
078665	715	PANHANDLE PRINTING&DESIG		\$ -	\$ 195.70	\$ 195.70
078665	715	PANHANDLE PRINTING&DESIG		\$ -	\$ 1,687.91	\$ 1,687.91
078666	ALLOC	EASTERN PANHANDLE REGION		\$ -	\$ 19,794.26	\$ 19,794.26
078667	405	RCS SECURITY		\$ -	\$ 564.00	\$ 564.00
078667	425	RCS SECURITY		\$ -	\$ 548.10	\$ 548.10
078668	402	SOFTWARE SYSTEMS, INC		\$ -	\$ 27.00	\$ 27.00
078668	404	SOFTWARE SYSTEMS, INC		\$ -	\$ 1,015.49	\$ 1,015.49
078668	406	SOFTWARE SYSTEMS, INC		\$ -	\$ 52.00	\$ 52.00
078668	428	SOFTWARE SYSTEMS, INC		\$ -	\$ 133.00	\$ 133.00
078669	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 46,195.20	\$ 46,195.20
078669	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 10,803.88	\$ 10,803.88
078669	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 43,107.39	\$ 43,107.39
078670	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 114.75	\$ 114.75
078671	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 315.00	\$ 315.00
078671	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 3,090.00	\$ 3,090.00
078672	425	CAPITAL TRISTATE		\$ -	\$ 42.47	\$ 42.47
078672	425	CAPITAL TRISTATE		\$ -	\$ 131.77	\$ 131.77
078672	425	CAPITAL TRISTATE		\$ -	\$ 422.38	\$ 422.38
078672	425	CAPITAL TRISTATE		\$ -	\$ 140.55	\$ 140.55
078672	425	CAPITAL TRISTATE		\$ -	\$ 111.52	\$ 111.52

078672	425	CAPITAL TRISTATE		\$ -	\$ 1,515.44	\$ 1,515.44
078672	425	CAPITAL TRISTATE		\$ -	\$ 2.98	\$ 2.98
078673	405	THOMSON REUTER - WEST		\$ -	\$ 1,255.50	\$ 1,255.50
078673	405	THOMSON REUTER - WEST		\$ -	\$ 423.00	\$ 423.00
078674	406	AWVA-ASSOC OF WV ASSESSR		\$ -	\$ 100.00	\$ 100.00
078675	424	WV DIVISION OF LABOR		\$ -	\$ 50.00	\$ 50.00
078675	425	WV DIVISION OF LABOR		\$ -	\$ 150.00	\$ 150.00
078676	405	KEVIN WATSON		\$ -	\$ 68.48	\$ 68.48
078677	405	DEBRA A. YOUNG		\$ -	\$ 501.78	\$ 501.78
TOTAL					\$ 198,482.74	\$ 198,482.74

Motion by Mr. Compton to approve the Accounts Payable for July 13, 2017 in the amount of \$198,482.74 pending an itemized receipt from the Blue Ridge Fire Department for ambulance repair. Motion seconded and unanimously approved.

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
078679	PAYROLL	STEPHEN S ALLEN		\$ -	\$ 1,105.87	\$ 1,105.87
078680	406	BERKELEY PRINTING&DESIGN		\$ -	\$ 89.50	\$ 89.50
078681	401	BEST BEST & KRIEGER LLP		\$ -	\$ 497.00	\$ 497.00
078682	PAYROLL	KIMBERLY BURKE		\$ -	\$ 416.86	\$ 416.86
078683	ALLOC	BAKERTON FIRE DEPT		\$ -	\$ 5,000.00	\$ 5,000.00
078683	ALLOC	BAKERTON FIRE DEPT		\$ -	\$ 10,000.00	\$ 10,000.00
078684	ALLOC	CITIZENS FIRE COMPANY		\$ -	\$ 10,000.00	\$ 10,000.00
078685	424	J.C.EHRLICH		\$ -	\$ 32.00	\$ 32.00
078685	425	J.C.EHRLICH		\$ -	\$ 622.00	\$ 622.00
078686	PAYROLL	ALEXANDRA BEAULIEU		\$ -	\$ 24.93	\$ 24.93
078687	ALLOC	FRIENDSHIP FIRE COMPANY		\$ -	\$ 10,000.00	\$ 10,000.00
078688	PAYROLL	JOSEPH FORMAN		\$ -	\$ 256.22	\$ 256.22
078689	415	GENERAL COUNTY FUND-J FE		\$ -	\$ 5,961.20	\$ 5,961.20
078690	PAYROLL	TAMMY MOBLEY		\$ -	\$ 240.08	\$ 240.08
078691	711	HIRERIGHT		\$ -	\$ 45.03	\$ 45.03
078692	ALLOC	INDEPENDENT FIRE COMPANY		\$ -	\$ 10,000.00	\$ 10,000.00
078693	ALLOC	JEFFERSON CO EMERGENCY		\$ -	\$ 20,000.00	\$ 20,000.00
078694	401	SPIRIT OF JEFFERSON		\$ -	\$ 61.62	\$ 61.62
078694	401	SPIRIT OF JEFFERSON		\$ -	\$ 69.82	\$ 69.82
078694	401	SPIRIT OF JEFFERSON		\$ -	\$ 33.74	\$ 33.74
078694	401	SPIRIT OF JEFFERSON		\$ -	\$ 41.94	\$ 41.94
078694	402	SPIRIT OF JEFFERSON		\$ -	\$ 222.34	\$ 222.34
078695	PAYROLL	JESSE W JONES		\$ -	\$ 690.94	\$ 690.94

078696	PAYROLL	LAURA L. KUHN		\$ -	\$ 2,250.00	\$ 2,250.00
078697	PAYROLL	PATSY KIDWELL		\$ -	\$ 69.90	\$ 69.90
078698	711	BARBARA J. MILLER		\$ -	\$ 51.00	\$ 51.00
078699	PAYROLL	ELIZABETH MALONEY		\$ -	\$ 102.58	\$ 102.58
078700	ALLOC	MIDDLEWAY FIRE CO		\$ -	\$ 10,000.00	\$ 10,000.00
078701	406	MILLER'S SUPPLIES AT WOR		\$ -	\$ 177.36	\$ 177.36
078702	406	MILLER'S SUPPLIES AT WOR		\$ -	\$ 0.06	\$ 0.06
078703	401	NEOPOST USA INC.		\$ -	\$ 329.99	\$ 329.99
078703	401	NEOPOST USA INC.		\$ -	\$ 331.30	\$ 331.30
078704	424	WILLIAM POLK		\$ -	\$ 101.65	\$ 101.65
078705	PAYROLL	WILLIAM POWELL		\$ -	\$ 4,500.00	\$ 4,500.00
078706	402	RECORD MANAGEMENT SOLUTN		\$ -	\$ 35.00	\$ 35.00
078707	PAYROLL	RETIREE HLTH BENEFIT TRS		\$ -	\$ 6,126.00	\$ 6,126.00
078708	ALLOC	SHEPHERDSTOWN FIRE CO		\$ -	\$ 10,000.00	\$ 10,000.00
078709	PAYROLL	JANE M. TABB		\$ -	\$ 2,250.00	\$ 2,250.00
078714	401	NEOPOST MID ATLANTIC		\$ -	\$ 203.99	\$ 203.99
078714	401	SPRINT		\$ -	\$ 54.90	\$ 54.90
078714	401	THE STAMP MAKER		\$ -	\$ 47.70	\$ 47.70
078714	402	MARRIOTT		\$ -	\$ 321.00	\$ 321.00
078714	402	MARRIOTT		\$ -	\$ 642.00	\$ 642.00
078714	402	STAPLES		\$ -	\$ 664.95	\$ 664.95
078714	402	USPS US POSTAL SERVICE		\$ -	\$ 112.00	\$ 112.00
078714	402	W.B. MASON		\$ -	\$ 25.13	\$ 25.13
078714	403	SHOPLET		\$ -	\$ 114.69	\$ 114.69
078714	403	STONEWALL RESORT		\$ -	\$ 237.90	\$ 237.90
078714	403	WAL-MART		\$ -	\$ 45.82	\$ 45.82
078714	405	ADOBE		\$ -	\$ 2,887.07	\$ 2,887.07
078714	405	AMAZON		\$ -	\$ 71.80	\$ 71.80
078714	405	FAIRFIELD INN & SUITES		\$ -	\$ 91.00	\$ 91.00
078714	405	GALLS		\$ -	\$ 775.35	\$ 775.35
078714	405	PENGAD, INC		\$ -	\$ 30.50	\$ 30.50
078714	405	SCHEWEL FURNITURE		\$ -	\$ 997.95	\$ 997.95
078714	405	SPRINT		\$ -	\$ 519.99	\$ 519.99
078714	405	WV CORRECTIONAL INDUSTRS		\$ -	\$ 789.00	\$ 789.00
078714	406	SHERATON		\$ -	\$ 123.42	\$ 123.42
078714	406	THE OBSERVER		\$ -	\$ 410.00	\$ 410.00
078714	412	COMCAST		\$ -	\$ 105.75	\$ 105.75
078714	412	NATIONAL PEN CO., LLC		\$ -	\$ 340.90	\$ 340.90
078714	412	STAPLES		\$ -	\$ 197.56	\$ 197.56
078714	412	WAL-MART		\$ -	\$ 86.71	\$ 86.71

078714	412	WORD PROCESSING SERVICE		\$ -	\$ 150.00	\$ 150.00
078714	412	WVU EXTENSION SERVICE		\$ -	\$ 334.31	\$ 334.31
078714	415	FRONTIER		\$ -	\$ 85.66	\$ 85.66
078714	415	SPRINT		\$ -	\$ 108.78	\$ 108.78
078714	424	CHARLES TOWN UTILITIES		\$ -	\$ 95.84	\$ 95.84
078714	424	FRONTIER		\$ -	\$ 10,080.47	\$ 10,080.47
078714	424	SPRINT		\$ -	\$ 54.90	\$ 54.90
078714	424	THE HOME DEPOT		\$ -	\$ 60.71	\$ 60.71
078714	424	THE HOME DEPOT		\$ -	\$ 99.24	\$ 99.24
078714	425	AMAZON		\$ -	\$ 820.61	\$ 820.61
078714	425	CHARLES TOWN UTILITIES		\$ -	\$ 1,182.00	\$ 1,182.00
078714	425	COMCAST		\$ -	\$ 1,024.31	\$ 1,024.31
078714	425	CRYSTAL SPRINGS		\$ -	\$ 1,402.80	\$ 1,402.80
078714	425	GRAINGER		\$ -	\$ 104.20	\$ 104.20
078714	425	JEFFERSON COUNTY P.S.D		\$ -	\$ 419.25	\$ 419.25
078714	425	JEFFERSON RENTALS		\$ -	\$ 63.24	\$ 63.24
078714	425	JEFFERSON UTILITIES, INC		\$ -	\$ 860.77	\$ 860.77
078714	425	MILLERS OFFICE PRODUCTS		\$ -	\$ 1,378.36	\$ 1,378.36
078714	425	OLLIES BARGAIN OUTLET		\$ -	\$ 16.75	\$ 16.75
078714	425	ROACH ENERGY		\$ -	\$ 2,260.45	\$ 2,260.45
078714	425	SSC-SOUTHERN STATES		\$ -	\$ 63.98	\$ 63.98
078714	425	THE HOME DEPOT		\$ -	\$ 128.96	\$ 128.96
078714	425	THE HOME DEPOT		\$ -	\$ 9.97	\$ 9.97
078714	425	THE HOME DEPOT		\$ -	\$ 89.97	\$ 89.97
078714	425	THE HOME DEPOT		\$ -	\$ 16.97	\$ 16.97
078714	425	THE HOME DEPOT		\$ -	\$ 33.72	\$ 33.72
078714	425	WAL-MART		\$ -	\$ 51.27	\$ 51.27
078714	425	WEISS BROS OF HAGERSTOWN		\$ -	\$ 172.10	\$ 172.10
078714	425	WM WASTE MGNT		\$ -	\$ 734.49	\$ 734.49
078714	428	ADVANTAGE TECH		\$ -	\$ 4,200.00	\$ 4,200.00
078714	428	AMAZON		\$ -	\$ 640.01	\$ 640.01
078714	428	AMAZON		\$ -	\$ 36.17	\$ 36.17
078714	428	AMAZON		\$ -	\$ 54.99	\$ 54.99
078714	428	AMAZON		\$ -	\$ 409.88	\$ 409.88
078714	428	AMAZON		\$ -	\$ 464.57	\$ 464.57
078714	428	BATTERY MART		\$ -	\$ 188.80	\$ 188.80
078714	428	BLUEBEAM SOFTWARE		\$ -	\$ 3,104.00	\$ 3,104.00
078714	428	CRUCIAL		\$ -	\$ 72.98	\$ 72.98
078714	428	DELL		\$ -	\$ 2,870.24	\$ 2,870.24
078714	428	DELL		\$ -	\$ 288.59	\$ 288.59

078714	428	DELL		\$ -	\$ 1,217.54	\$ 1,217.54
078714	428	PRINTER SUPPLIES		\$ -	\$ 242.00	\$ 242.00
078714	428	PRINTER SUPPLIES		\$ -	\$ 267.00	\$ 267.00
078714	428	PROFOUND LOGIC SOFT		\$ -	\$ 734.40	\$ 734.40
078714	428	SPRINT		\$ -	\$ 143.11	\$ 143.11
078714	428	SYX - TIGER DIRECT, INC.		\$ -	\$ 349.03	\$ 349.03
078714	428	SYX - TIGER DIRECT, INC.		\$ -	\$ 218.83	\$ 218.83
078714	428	SYX - TIGER DIRECT, INC.		\$ -	\$ 2,637.57	\$ 2,637.57
078714	428	SYX - TIGER DIRECT, INC.		\$ -	\$ 2,974.71	\$ 2,974.71
078714	428	SYX - TIGER DIRECT, INC.		\$ -	\$ 3,933.68	\$ 3,933.68
078714	428	SYX - TIGER DIRECT, INC.		\$ -	\$ 2,148.23	\$ 2,148.23
078714	428	TEXTEDLY COM		\$ -	\$ 20.00	\$ 20.00
078714	428	VISTA PRINT		\$ -	\$ 52.80	\$ 52.80
078714	428	WWW.NEWEGG.COM		\$ -	\$ 1,166.38	\$ 1,166.38
078714	440	AMAZON		\$ -	\$ 24.95	\$ 24.95
078714	440	AMAZON		\$ -	\$ 24.95	\$ 24.95
078714	440	BLACKWATER FALLS STATE P		\$ -	\$ 232.80	\$ 232.80
078714	440	BLACKWATER FALLS STATE P		\$ -	\$ 145.88	\$ 145.88
078714	440	HACH CO		\$ -	\$ 188.43	\$ 188.43
078714	440	INTL CODE COUNCIL INC		\$ -	\$ 199.00	\$ 199.00
078714	440	INTL CODE COUNCIL INC		\$ -	\$ 79.00	\$ 79.00
078714	440	LYLE SIGNS		\$ -	\$ 235.89	\$ 235.89
078714	440	SPIRIT OF JEFFERSON		\$ -	\$ 236.08	\$ 236.08
078714	440	SPRINT		\$ -	\$ 90.62	\$ 90.62
078714	440	SPRINT		\$ -	\$ 319.99	\$ 319.99
078714	440	SPRINT		\$ -	\$ 164.70	\$ 164.70
078714	440	THE HOME DEPOT		\$ -	\$ 64.74	\$ 64.74
078714	440	VITAL SIGNS PLUS		\$ -	\$ 518.00	\$ 518.00
078714	440	WAL-MART		\$ -	\$ 8.37	\$ 8.37
078714	440	WAL-MART		\$ -	\$ 7.71	\$ 7.71
078714	700	AMAZON		\$ -	\$ 51.76	\$ 51.76
078714	700	ANIMAL EMERGENCY CRITICA		\$ -	\$ 3,311.95	\$ 3,311.95
078714	700	AUTOZONE		\$ -	\$ 80.99	\$ 80.99
078714	700	BREWS CUSTOM DISPLAYS		\$ -	\$ 56.00	\$ 56.00
078714	700	CHEIF SUPPLY		\$ -	\$ 78.40	\$ 78.40
078714	700	CVS		\$ -	\$ 23.99	\$ 23.99
078714	700	GALLS		\$ -	\$ 652.00	\$ 652.00
078714	700	GALLS		\$ -	\$ 569.00	\$ 569.00
078714	700	GOWERS FEED INC		\$ -	\$ 110.97	\$ 110.97
078714	700	GUARDIAN TRACKING LLC		\$ -	\$ 1,767.00	\$ 1,767.00

078714	700	JEFFERSON MEDICAL CENTER		\$ -	\$ 100.00	\$ 100.00
078714	700	LOVE S TRAVEL		\$ -	\$ 8.73	\$ 8.73
078714	700	MARKL SUPPLY CO.		\$ -	\$ 399.00	\$ 399.00
078714	700	MCDONALDS		\$ -	\$ 7.52	\$ 7.52
078714	700	MPH INDUSTRIES, INC		\$ -	\$ 315.30	\$ 315.30
078714	700	PETCO		\$ -	\$ 249.99	\$ 249.99
078714	700	R & S ARMY-NAVY STORE		\$ -	\$ 32.87	\$ 32.87
078714	700	ROCIC		\$ -	\$ 300.00	\$ 300.00
078714	700	SAFE KIDS WORLDWIDE		\$ -	\$ 85.00	\$ 85.00
078714	700	SPIRIT OF JEFFERSON		\$ -	\$ 600.56	\$ 600.56
078714	700	SPRINT		\$ -	\$ 1,795.24	\$ 1,795.24
078714	700	STONEWALL RESORT		\$ -	\$ 222.00	\$ 222.00
078714	700	SUPERIOR AUTOBODY		\$ -	\$ 176.00	\$ 176.00
078714	700	TRACTOR SUPPLY CO		\$ -	\$ 97.98	\$ 97.98
078714	700	TRACTOR SUPPLY CO		\$ -	\$ 84.78	\$ 84.78
078714	700	USPS US POSTAL SERVICE		\$ -	\$ 13.70	\$ 13.70
078714	700	USPS US POSTAL SERVICE		\$ -	\$ 112.00	\$ 112.00
078714	700	WV SIGNAL & LIGHT		\$ -	\$ 665.00	\$ 665.00
078714	701	GALLS		\$ -	\$ 1,318.75	\$ 1,318.75
078714	701	GALLS		\$ -	\$ 2,669.50	\$ 2,669.50
078714	701	HUNTZMAN ENTERPRISE		\$ -	\$ 460.00	\$ 460.00
078714	701	TRAPUZZANOS UNIFORMS		\$ -	\$ 961.97	\$ 961.97
078714	711	BLACKWATER FALLS STATE P		\$ -	\$ 232.80	\$ 232.80
078714	711	BOOK A MILLION		\$ -	\$ 32.39	\$ 32.39
078714	711	OFFICE MAX		\$ -	\$ 263.70	\$ 263.70
078714	711	SPRINT		\$ -	\$ 187.09	\$ 187.09
078714	711	WAL-MART		\$ -	\$ 159.48	\$ 159.48
078714	711	WAL-MART		\$ -	\$ 78.97	\$ 78.97
078714	711	WVIPAY.COM - SIRN		\$ -	\$ 150.00	\$ 150.00
078714	712	AMAZON		\$ -	\$ 121.08	\$ 121.08
078714	712	APCO INTERNATIONAL INC.		\$ -	\$ 476.15	\$ 476.15
078714	712	FRONTIER		\$ -	\$ 5,099.85	\$ 5,099.85
078714	712	HOLIDAY INN		\$ -	\$ 107.00	\$ 107.00
078714	712	HOLIDAY INN		\$ -	\$ 107.00	\$ 107.00
078714	712	MEDICAL PRIORITY CONSULT		\$ -	\$ 700.00	\$ 700.00
078714	712	NATIONAL ACADEMY OF EMD		\$ -	\$ 150.00	\$ 150.00
078714	712	SPRINT		\$ -	\$ 1,311.76	\$ 1,311.76
078714	716	AMAZON		\$ -	\$ 91.21	\$ 91.21
078714	716	AMAZON		\$ -	\$ 59.99	\$ 59.99
078714	716	DELL		\$ -	\$ 1,899.60	\$ 1,899.60

078714	716	HILLSIDE VETERINARY HOSPT		\$ -	\$ 102.00	\$ 102.00
078714	716	HILLSIDE VETERINARY HOSPT		\$ -	\$ 34.00	\$ 34.00
078714	716	HILTON		\$ -	\$ 246.34	\$ 246.34
078714	716	JEFFERSON CO HEALTH DEPT		\$ -	\$ 456.00	\$ 456.00
078714	716	LAMBERT VET SUPPLY		\$ -	\$ 56.95	\$ 56.95
078714	716	PETCO		\$ -	\$ 25.97	\$ 25.97
078714	716	SPIRIT OF JEFFERSON		\$ -	\$ 27.18	\$ 27.18
078714	716	SPRINT		\$ -	\$ 54.90	\$ 54.90
078714	716	VALLEY EQUINE ASSOC.		\$ -	\$ 117.50	\$ 117.50
078714	716	ZOETIS		\$ -	\$ 125.00	\$ 125.00
078714	716	ZOETIS		\$ -	\$ 131.88	\$ 131.88
078714	717	FISHER AUTO PARTS		\$ -	\$ 148.11	\$ 148.11
078714	717	S&S MOTORS - NAPA PARTS		\$ -	\$ 912.83	\$ 912.83
078714	717	SHEETZ		\$ -	\$ 30.25	\$ 30.25
078714	717	SHEETZ		\$ -	\$ 26.50	\$ 26.50
078714	717	SNAP ON TOOLS		\$ -	\$ 66.95	\$ 66.95
078714	717	SPEEDWAY		\$ -	\$ 34.40	\$ 34.40
078715	415	WV STATE AUDITOR**		\$ -	\$ 11,220.00	\$ 11,220.00
078716	PAYROLL	WV BUREAU OF EMPLOYMENT		\$ -	\$ 2,869.32	\$ 2,869.32
078717	700	WILLIAM WALTERS		\$ -	\$ 15.01	\$ 15.01
078718	404	W.B. MASON CO. INC		\$ -	\$ 75.05	\$ 75.05
078719	PAYROLL	DEBRA A. YOUNG		\$ -	\$ 565.41	\$ 565.41
078720	PAYROLL	JUANITA ZALESKI		\$ -	\$ 1,151.82	\$ 1,151.82
TOTAL					\$ 221,613.10	\$ 221,613.10

Motion by Ms. Tabb to approve the Accounts Payable for July 20, 2017 in the amount of \$221,613.10. Motion seconded and unanimously approved.

APPROVAL OF MANUAL CHECKS

HOME DETETION			
008			
Date	Check #	VENDOR	Amount
07/14/17	572	CDA	\$ 495.00
07/14/17	573	UNITED BANK	\$ 54.84
ASSESSOR VALUATION			
056			
Date	Check #	VENDOR	Amount
7/14/2017	630	SPIRIT OF JEFFERSON	\$ 180.70
7/14/2017	631	GLOBAL SCIENCE & TECH	\$ 1,645.00
7/14/2017	632	GLOBAL SCIENCE & TECH	\$ 148.79
7/14/2017	633	MILLER'S SUPPLIES AT WORK	\$ 2,725.86
FARMLAND PROTECTION BOARD			
057			
Date	Check #	VENDOR	Amount
7/14/2017	290	JEFFERSON CO FARMLAND PROT.	\$ 168,552.37
BARDANE			
244			
Date	Check #	VENDOR	Amount
7/7/2017	620	SHERIFF OF JEFFERSON CO	\$ 7,729.16

CAPITAL OUTLAY			
246			
Date	Check #	VENDOR	Amount
7/14/2017	1633	CAPITAL TRISTATE	\$ 533.76
7/14/2017	1634	UNITED BANKCARD CENTER	\$ 1,572.27
7/14/2017	1635	RCS SECURITY	\$ 534.38
7/14/2017	1636	UNITED BANKCARD CENTER	\$ 915.59
7/14/2017	1637	JCESA	\$ 61,000.00
IMPACT FEES			
249			
Date	Check #	VENDOR	Amount
7/14/2017	1096	SHERIFF JEFFERSON CO -SCHOOL	\$ 118,268.40
7/14/2017	1097	SHERIFF JEFFERSON CO - LAW	\$ 1,890.55
7/14/2017	1098	SHERIFF JEFFERSON CO - PARKS	\$ 9,087.89
7/14/2017	1099	SHERIFF JEFFERSON CO - FIRE/EMS	\$ 996.55
7/14/2017	135	JEFFERSON CO EMERGENCY SERVICE AG	\$ 20,000.00
TOTAL			\$ 396,331.11

Motion by Mr. Onoszko to approve the Manual Checks for July 13, 2017 in the amount of \$396,331.11. Motion seconded and unanimously approved.

COAL SEVERANCE			
002			
Date	Check #	VENDOR	Amount
7/21/2017	446	EASTRIDGE HEALTH SYSTEM	\$ 1,250.00
7/21/2017	445	JCESA	\$ 17,000.00

MAGISTRATE COURT			
005			
Date	Check #	VENDOR	Amount
07/21/17	336	MARY PAUL RISSLER	\$ 298.02

HOME DETENTION			
008			
Date	Check #	VENDOR	Amount
07/21/17	573	UNITED BANK	\$ 54.90
TOTAL			\$ 18,602.92

Motion by Ms. Tabb to approve the Manual Checks for July 20, 2017 in the amount of \$18,602.92. Motion seconded and unanimously approved.

PUBLIC COMMENT:

Eleanor Finn, resident and member of the League of Women Voters – read a letter on behalf of the League of Women Voters thanking the Commission for holding county wide diversity training and asked the Commission to consider scheduling training on ethics, the Open Meetings Act, and Robert’s Rules of Order.

PRESENTATIONS

1. Angela Banks, Assessor – requested the approval of the following exonerations:

NAME	TYPE	DISTRICT	TICKET NO.	AMOUNT
Tonya D’Angelo	PP	Bolivar Corp.	300087	\$61.24

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

NAME	TYPE	DISTRICT	TICKET NO.	AMOUNT
Elfreda Slack	PP	Charles Town District	304222	\$108.06

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

NAME	TYPE	DISTRICT	TICKET NO.	AMOUNT
Anthony Smith	RE	Charles Town Corp.	7597	\$1,357.51

- **Motion by Mr. Onoszko to approve the exoneration as presented by the Assessor. Motion seconded and unanimously approved.**
2. C. Mark Hofe, Probation – requested a discussion on the preservation and repair of rear steps to the Probation Office.
 - It was the consensus of the Commission to request Mr. Polk, director of Maintenance, to develop cost analysis for the request presented by the Probation department to be discussed at the August 3, 2017 County Commission meeting.
 3. Bill Polk, Director of Maintenance – requested the approval of proposal for the Courthouse Windows/Door Repairs (Courthouse Facilities Improvement Authority Grant) and approval of the Hunter House and Jail Annex Windows proposal.
 - This item was postponed to a future County Commission meeting.
 4. Mayor Jim Auxer, Corporation of Shepherdstown – requested a discussion on a Memorandum of Understanding regarding Shepherdstown’s Gateway.
 - **Motion by Mr. Onoszko to request the Planning Commission reprioritize the development of standards for the special design area for the Shepherdstown Gateway (45 Corridor) such that it will be addressed sometime this year. Motion seconded and passes on a vote of 3-2 with Commissioners Noland and Compton opposing.**
 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 Quarterly Review to Approve/Close Estates
 - **Motion by Ms. Tabb to convene as a Fiduciary Review Board. Motion seconded and unanimously approved.**

- **Motion by Mr. Onoszko to approve to close the estates that have met the requirements and deadlines of the Probate Office, and to approve the estates that have been opened since the last quarterly review. Motion seconded and unanimously approved.**
- b. Motion to rescind appointment of a Fiduciary Commissioner and dismiss lack of standing and alternative motion for re-hearing on the Lenis Martin Estate.
- Commissioner Onoszko chose to recuse himself from this matter as Mr. John Dorsey served as the attorney for Mr. Onoszko's mother's estate.
 - Attendees for this hearing were as follows: David Dejarnett, Fiduciary Commissioner; John Dorsey, Esq., representing the Estate of Lenis M. Martin; Linda Peer, Executrix of the Estate of Lenis M. Martin; Paula Locke; Patricia Gray; Susan Flannery; and Kathy Grissom.
 - **Motion by Ms. Noland to deny the motion to rescind the appointment of a Fiduciary Commissioner and dismiss the lack of standing. Motion seconded and unanimously approved.**
 - **Motion by Ms. Tabb to re-notice the hearing of the appointment of a fiduciary commissioner in the Estate of Lenis M. Martin. Motion seconded and passes on a vote of 3-1 with Ms. Noland opposing.**
 - **Motion by Ms. Tabb to set a hearing for the appointment of a fiduciary commission in the Estate of Lenis M. Martin for Thursday, August 3, 2017 prior to 12:00 pm. Motion seconded and passes on a vote of 3-1 with Ms. Noland opposing.**
 - **Motion by Ms. Noland to adjourn as a Fiduciary Review Board. Motion seconded and unanimously approved.**
7. Interviews and Appointments to the Jefferson County Community Criminal Justice Board – seven three-year terms ending July 3, 2020.
- **Motion by Ms. Tabb to reappoint Gilbert Heiman, Dale Manuel, Chris Stroeck, and Sherri Hoff to the Jefferson County Community Criminal Justice Board each for a term of three years ending July 3, 2020. Motion seconded and unanimously approved.**
8. Barbara Miller, Director, Jefferson County Homeland Security and Emergency Management – requested the approval of a grant application for the Hazard Mitigation Plan.

- **Motion by Ms. Noland to approve the grant application for the Hazard Mitigation Plan and authorize the President of the Commission to sign the appropriate documents. Motion seconded and unanimously approved.**

9. Nathan Cochran, Assistant Prosecuting Attorney

- Discussion of PSD Dissolution Appeal of the PSC decision, acquisition of PSD assets, and related issues – Mr. Cochran reported that he did not have any updates in the matter of the consolidation of the PSD.
- Discussion of United States Supreme Court case #16-A-913
 - **Motion by Mr. Compton to enter into Executive Session. Motion seconded and unanimously approved.**
 - **Motion by Ms. Noland to come of Executive Session. Motion seconded and unanimously approved.**
 - **Motion by Ms. Noland to direct counsel to file a waiver with the Supreme Court for Case No. 16-A-913. Motion seconded and unanimously approved.**
- Discuss issues related to the County cable franchise agreement – no updates were provided for this item.

NEW BUSINESS

10. WV Division of Highways – Installation of two Traffic Signal Poles on Jefferson County property

- **Motion by Ms. Tabb to approve the relocation and renovation by the WVDOH of two existing traffic signals on County property and authorize the President of the Commission to sign the associated documents. Motion seconded and unanimously approved.**

11. Discuss fireworks discharge restrictions – it was the consensus of the Commission to discuss this item during the August 3, 2017 County Commission meeting.

FINANCIAL DIRECTOR REPORTS

- Review and Approval of FY2018 State Budget Revision 1 for the Coal Severance Tax Fund
 - **Motion by Ms. Noland to approve FY18 State Budget Revision 1 for the Coal Severance Tax Fund as presented by the Finance Director. Motion seconded and unanimously approved.**
- Review and Approval of FY2018 State Budget Revision 1 for the General Fund
 - **Motion by Ms. Tabb to approve FY18 State Budget Revision 1 for the General Fund as presented by the Finance Director. Motion seconded and unanimously approved.**
- Review and Approval of FY2017 Internal Budget Revision 6 for the General Fund
- Review and Approval of FY2017 Internal Budget Revision 7 for the General Fund
 - **Motion by Ms. Noland to approve FY17 Internal Budget Revisions 6 & 7 for the General Fund as presented by the Finance Director. Motion seconded and unanimously approved.**
- Review of 2017 Ambulance Fee Billing Reconciliation
- Review of 2016-2018 Expenditures by Funding Source

COUNTY ADMINISTRATOR REPORTS

- Approval of the Contract for the PSD Audit – Ms. Grove informed the Commission she had yet to receive a contract from Balestra, Harr & Scherer for the PSD audit.

COUNTY COMMISSION REPORTS

Patricia Noland

- Traveled to Battle Creek, Michigan, to watch her granddaughter participate in the National Fast Pitch Softball Tournament
- Participated in a CVB conference call.
- Attended “Everything is Wonderful” – a play produced by the Contemporary American Theater Festival
- Attended a Region 9 meeting.

Josh Compton

- Attended a Solid Waste Authority meeting.
- Attended a Public Service District meeting.
- Attended a Parks and Recreation meeting.

Peter Onoszko

- Attended a Planning Commission meeting.
- Attended the Development Authority Strategic Planning Conference.

Caleb Hudson

- Attended a Shepherdstown Town Hall meeting.
- Attended a Board of Health meeting.

Jane Tabb

- Attended the Fire & EMS Chief’s Meeting
- Attended an ESA meeting which was cancelled due for lack of quorum.
- Attended an E911 Advisory Board meeting.
- Spent time with her grandchildren

12. There being no further business, motion by Mr. Compton to adjourn at 1:20 pm. Motion was seconded and unanimously approved.

PETER ONOSZKO, PRESIDENT

Respectfully submitted
Jessica D. Carroll
Administrative Assistant