

AGENDA
JEFFERSON COUNTY COMMISSION
FOURTH QUARTERLY SESSION - OCTOBER - DECEMBER 2017
THURSDAY, NOVEMBER 2, 2017
9:30 A.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

- October 26, 2017 - Regular Meeting

APPROVAL OF ACCOUNTS PAYABLE

- November 2, 2017

APPROVAL OF MANUAL CHECKS

- November 3, 2017

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

1. 9:45 a.m. Resolution - Protect all existing historical monuments, memorials and markers erected in the county - Discussion/Action

2. 10:15 a.m. Matt Harvey, Prosecutor
- Request to bid for a Case Management program and funding for the Prosecuting Attorney's Office - Discussion/Action
3. 10:30 a.m. Nic Diehl, Jefferson County Development Authority Director
- Update on the Vision of the Economic Development Authority
4. 10:45 a.m. **BREAK**
5. 11:00 a.m. Lynn Fields, Probate Office
- Petition for Removal of Executor - Discussion/Action
6. 11:20 a.m. Nathan Cochran, Assistant Prosecuting Attorney
- Discussion of PSD Dissolution, Appeal/Intervention of the PSC decision, acquisition of PSD assets, and related issues - Discussion/Action - Possible Executive Session
- Discussion and update regarding opioid litigation by Skinner Law Firm - Discussion/Action - Possible Executive Session
- Update on EEOC Claim #533-2017-00706 - Discussion/Action - Possible Executive Session
- Discussion of request for reimbursement of legal fees for William H. Strider, Jefferson County Public Service District Board member - Discussion/Action
7. 12:15 p.m. **Break for Lunch**

FINANCIAL DIRECTOR REPORTS

- Review and Approval of FY2018 Internal Budget Revision 1 for the Coal Severance Fund - Discussion/Action
- Review and Approval of FY2018 State Budget Revision 4 for the General Fund - Discussion/Action
- Continued discussion of Ambulance Fee Billing Rate Structure - Discussion/Action
- Review of FY2018 Budget to Actual as of 9/30/2017
- Ambulance Fee Analysis - Continued - Discussion/Action

COUNTY ADMINISTRATOR REPORTS

- Employee Recognition - Possible Executive Session - Discussion/Action

COUNTY COMMISSION REPORTS

~~~~~ AFTERNOON SESSION ~~~~~

8. 1:30 p.m. Public Hearing - Zoning Map Amendment for Rankin Properties LLC, designated as Tax District 9, Map 8, Parcel 8.1. Map Amendment from Residential Growth to General Commercial as supported by the Envision Jefferson 2035 Comprehensive Plan

9. **ADJOURN**

CORRESPONDENCE/INFORMATION

Notice of Office Closure - Friday, November 10th, 2017.

Notice of Office Closure - Thursday, November 23rd and Friday, November 24th, 2017.

JCPSD Minutes - September 5, 2017 Regular Board Meeting.

Letter from Bob Arrington, former West Virginia, regarding the Confederate plaque.

E-mail from Holly Korzilius, resident, regarding the Confederate plaque.

E-mail from Christy Huddle, resident, regarding the Confederate plaque.

E-mail from Neal Peterson, resident, regarding the Confederate plaque.

E-mail from Gail MacFarlane, resident, regarding the Confederate plaque.

WV Lottery Weekly Settlement for Charles Town - week ending October 21, 2017.

Minutes

Jefferson County Commission

Thursday, October 26, 2017

A meeting of the Jefferson County Commission was held on Thursday, October 26, 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, and Peter Onoszko. Jane Tabb was absent with prior notice. Also present were Stephanie Grove, County Administrator, Jacqueline Shadle, County Clerk, Jessica Carroll, Executive Administrative Assistant and Jim Eddy, Bailiff. (An audio tape of the Thursday, October 26, 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 Mr. Compton to approve the October 5, 2017 Regular Meeting Minutes as presented. Motion seconded and unanimously approved.

Motion by Ms. Noland to approve the October 13, 2017 Canvass for the Road Bond Referendum Special Election as presented. Motion seconded and unanimously approved.

Motion by Mr. Compton to approve the October 18, 2017 Certification of Results for the Road Bond Referendum Special Election as presented. Motion seconded and unanimously approved.

APPROVAL OF PURCHASE ORDERS

Motion by Ms. Noland to approve the October 26, 2017 Purchase Order in the amount of \$16,800.00 to include Purchase Order No. 52492. Motion seconded and unanimously approved.

APPROVAL OF PAYROLL

Motion by Ms. Noland to approve the Payroll for October 5, 2017 in the amount of \$252,858.61. Motion seconded and unanimously approved.

Motion by Mr. Compton to approve the poll worker Payroll for October 11, 2017, in the amount of \$47,860.00. Motion seconded and unanimously approved.

APPROVAL OF ACCOUNTS PAYABLE

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
079071	P/R DED	DAVID BOYLE		\$ -	\$ 692.86	\$ 692.86
079072	425	CITY OF CHARLES TOWN		\$ -	\$ 40.00	\$ 40.00
079072	425	CITY OF CHARLES TOWN		\$ -	\$ 40.00	\$ 40.00
079073	402	CLERK OF CO. COMMSSION		\$ -	\$ 61.86	\$ 61.86
079074	424	J.C.EHRLICH		\$ -	\$ 32.00	\$ 32.00
079074	425	J.C.EHRLICH		\$ -	\$ 637.00	\$ 637.00
079075	P/R DED	ROGER GOODWIN		\$ -	\$ 712.21	\$ 712.21
079076	425	G & TRIPLE T. LLC		\$ -	\$ 463.00	\$ 463.00
079077	413	GENEVIEVE HUGHES		\$ -	\$ 36.92	\$ 36.92
079078	425	Comfort Design, Inc.		\$ -	\$ 760.00	\$ 760.00
079079	401	NEOPOST USA INC.		\$ -	\$ 331.30	\$ 331.30
079080	402	SOFTWARE SYSTEMS, INC		\$ -	\$ 118.50	\$ 118.50
079080	404	SOFTWARE SYSTEMS, INC		\$ -	\$ 727.00	\$ 727.00
079080	406	SOFTWARE SYSTEMS, INC		\$ -	\$ 52.00	\$ 52.00
079080	428	SOFTWARE SYSTEMS, INC		\$ -	\$ 158.00	\$ 158.00
079081	405	THOMSON REUTER - WEST		\$ -	\$ 1,255.50	\$ 1,255.50
079081	405	THOMSON REUTER - WEST		\$ -	\$ 423.00	\$ 423.00

079082	P/R DED	WV BUREAU OF EMPLOYMENT		\$ -	\$ 3,081.00	\$ 3,081.00
079083	440	XEROX CORPORATION		\$ -	\$ 486.68	\$ 486.68
079084	413	BETHEL METHODIST CHURCH		\$ -	\$ 100.00	\$ 100.00
079085	413	CAMP HILL WESLEY UNITED		\$ -	\$ 150.00	\$ 150.00
079086	413	CHARLES TOWN BAPTIST		\$ -	\$ 100.00	\$ 100.00
079087	413	COVENANT BAPTIST CHURCH		\$ -	\$ 100.00	\$ 100.00
079088	413	FIRST BAPTIST CHURCH		\$ -	\$ 100.00	\$ 100.00
079089	413	LEETOWN METHODIST CHURCH		\$ -	\$ 100.00	\$ 100.00
079090	413	JEAN L ROBERTS		\$ -	\$ 8.56	\$ 8.56
079091	413	JAMES EDDY		\$ -	\$ 17.12	\$ 17.12
079092	413	BLUE RIDGE MTN VOL FIRE		\$ -	\$ 100.00	\$ 100.00
079093	413	DOROTHY DYKE		\$ -	\$ 24.08	\$ 24.08
079094	413	NORA DRISH		\$ -	\$ 24.08	\$ 24.08
079095	413	CHERYL HUFF		\$ -	\$ 13.38	\$ 13.38
079096	413	OAKLAND METHODIST CHURCH		\$ -	\$ 100.00	\$ 100.00
079097	413	MARY R. RING		\$ -	\$ 22.47	\$ 22.47
079098	413	PAUL WILT		\$ -	\$ 17.12	\$ 17.12
079099	413	JEFFERSON COUNTY COUNCIL		\$ -	\$ 100.00	\$ 100.00
079100	413	JEFFERSON ACADEMY		\$ -	\$ 200.00	\$ 200.00
079101	413	GARY HENRY		\$ -	\$ 5.35	\$ 5.35
079102	413	TIMOTHY COLLINS		\$ -	\$ 26.75	\$ 26.75
079103	413	ANITA FLESHMAN		\$ -	\$ 18.19	\$ 18.19
079104	413	TODD BALDAU		\$ -	\$ 8.03	\$ 8.03
079105	413	ROBERT GRAF SR.		\$ -	\$ 18.19	\$ 18.19
079106	413	ELIZABETH COYLE		\$ -	\$ 27.82	\$ 27.82
079107	413	PAMELA CARROLL		\$ -	\$ 17.66	\$ 17.66
079108	413	EMMA COOK		\$ -	\$ 50.00	\$ 50.00
079109	413	MARTY FREEMAN		\$ -	\$ 10.70	\$ 10.70

079110	413	TRINITY EPISCOPAL CHURCH		\$ -	\$ 100.00	\$ 100.00
079111	413	JENNIFER SCHULTZ		\$ -	\$ 32.10	\$ 32.10
079112	413	JENNIFER COGLE		\$ -	\$ 9.63	\$ 9.63
079113	413	SCOTT SHADLE		\$ -	\$ 17.12	\$ 17.12
079114	413	FELLOWSHIP BIBLE CHURCH		\$ -	\$ 200.00	\$ 200.00
079115	413	AMY SILVER		\$ -	\$ 32.10	\$ 32.10
079116	413	TERESA FORSYTH		\$ -	\$ 7.49	\$ 7.49
079117	413	SHARON HALL		\$ -	\$ 12.84	\$ 12.84
079118	413	JOHN SHOEDEL		\$ -	\$ 8.03	\$ 8.03
079119	413	EDWARD COMPTON		\$ -	\$ 9.63	\$ 9.63
079120	413	DEIRDRE CATTERTON		\$ -	\$ 24.08	\$ 24.08
079121	413	WILLIAM LUKENBILL		\$ -	\$ 18.19	\$ 18.19
079122	413	JENNIFER BALTZELL		\$ -	\$ 21.40	\$ 21.40
079123	413	CITIZEN FIRE CO		\$ -	\$ 100.00	\$ 100.00
079124	413	CRESS CREEK COUNTRY CLUB		\$ -	\$ 200.00	\$ 200.00
079125	413	SOUTH JEFFERSON PUBLIC		\$ -	\$ 100.00	\$ 100.00
079126	413	MARK WILEGENBUSH		\$ -	\$ 4.82	\$ 4.82
079127	413	MATTHEW DONNELLY		\$ -	\$ 10.70	\$ 10.70
079128	413	ELLIOT SIMON		\$ -	\$ 11.24	\$ 11.24
079129	413	LORIEN CASCIO		\$ -	\$ 8.56	\$ 8.56
079130	413	BRUCE TERRIS SR		\$ -	\$ 14.45	\$ 14.45
079131	413	GEORGE MOXLEY		\$ -	\$ 29.43	\$ 29.43
TOTAL					\$ 12,540.14	\$ 12,540.14

Motion by Ms. Noland to approve the Accounts Payable for October 12, 2017 in the amount of \$12,540.14. Motion seconded and unanimously approved.

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
079134	P/R DED	AMERICAN FAMILY LIFE ICU		\$ -	\$ 4,224.32	\$ 4,224.32

079135	425	BONDED APPLICATORS OF MD		\$ -	\$ 4,180.00	\$ 4,180.00
079136	424	BOLAND SERVICES		\$ -	\$ 270.00	\$ 270.00
079136	425	BOLAND SERVICES		\$ -	\$ 136.00	\$ 136.00
079136	425	BOLAND SERVICES		\$ -	\$ 166.00	\$ 166.00
079136	425	BOLAND SERVICES		\$ -	\$ 1,003.00	\$ 1,003.00
079136	425	BOLAND SERVICES		\$ -	\$ 125.00	\$ 125.00
079137	P/R DED	BUREAU F/CHILD SUPPORT		\$ -	\$ 49.85	\$ 49.85
079138	P/R DED	BUREAU F/CHILD SPPRT ENF		\$ -	\$ 212.31	\$ 212.31
079139	P/R DED	BUREAU OF CHILD SUPPORT		\$ -	\$ 461.54	\$ 461.54
079140	P/R DED	BUREAU OF CHILD SUPPORT		\$ -	\$ 119.54	\$ 119.54
079141	440	DAVID M. CARTER		\$ -	\$ 15.00	\$ 15.00
079142	P/R DED	COLONIAL LIFE		\$ -	\$ 205.10	\$ 205.10
079143	440	DOLLAR GENERAL CORP		\$ -	\$ 100.00	\$ 100.00
079144	700	DIV OF JUSTICE & COMMUNT		\$ -	\$ 1,500.00	\$ 1,500.00
079145	700	DETECTING TRUTH,LLC		\$ -	\$ 250.00	\$ 250.00
079146	415	GENERAL COUNTY FUND-J FE		\$ -	\$ 18,978.25	\$ 18,978.25
079147	440	ROGER GOODWIN		\$ -	\$ 15.00	\$ 15.00
079148	717	GUTTMAN OIL CO		\$ -	\$ 3,497.13	\$ 3,497.13
079148	717	GUTTMAN OIL CO		\$ -	\$ 3,230.69	\$ 3,230.69
079148	717	GUTTMAN OIL CO		\$ -	\$ 3,034.73	\$ 3,034.73
079148	717	GUTTMAN OIL CO		\$ -	\$ 3,370.23	\$ 3,370.23
079149	405	MARY K. HURLEY		\$ -	\$ 100.10	\$ 100.10
079150	405	TIM HELMAN		\$ -	\$ 382.44	\$ 382.44
079151	425	JEFFERSON COUNTY SOLID		\$ -	\$ 120.00	\$ 120.00
079152	413	JEFFERSON COUNTY SCHOOLS		\$ -	\$ 1,440.00	\$ 1,440.00
079153	P/R DED	JEFFERSON SECURITY BANK		\$ -	\$ 5,915.00	\$ 5,915.00
079154	424	KONE INC.		\$ -	\$ 370.50	\$ 370.50
079154	425	KONE INC.		\$ -	\$ 1,111.50	\$ 1,111.50
079155	712	LANGUAGE LINE SERVICES		\$ -	\$ 79.45	\$ 79.45
079156	P/R DED	HELEN M. MORRIS, TRUSTEE		\$ -	\$ 543.86	\$ 543.86
079157	406	MILLER'S SUPPLIES AT WOR		\$ -	\$ 31.08	\$ 31.08
079158	717	MOLER'S WRECKER SERVICE		\$ -	\$ 69.00	\$ 69.00
079159	406	N.A.D.A. APPRAISAL GUIDE		\$ -	\$ 20.00	\$ 20.00
079160	401	PATRICIA A NOLAND		\$ -	\$ 273.92	\$ 273.92
079161	P/R DED	NATIONWIDE RETIREMENT		\$ -	\$ 849.00	\$ 849.00
079162	402	RECORD MANAGEMENT SOLUTN		\$ -	\$ 35.00	\$ 35.00
079163	717	RICE TIRES CO		\$ -	\$ 119.98	\$ 119.98
079164	440	RANDALL RODRIGUEZ		\$ -	\$ 199.00	\$ 199.00
079165	440	SHERIFF OF JEFFERSON CO		\$ -	\$ 56.29	\$ 56.29
079166	P/R DED	SHERIFF OF JEFFERSON CO		\$ -	\$ 12.22	\$ 12.22

079166	P/R DED	SHERIFF OF JEFFERSON CO		\$ -	\$ 52.26	\$ 52.26
079166	P/R DED	SHERIFF OF JEFFERSON CO		\$ -	\$ 11,568.48	\$ 11,568.48
079166	P/R DED	SHERIFF OF JEFFERSON CO		\$ -	\$ 49,465.44	\$ 49,465.44
079166	P/R DED	SHERIFF OF JEFFERSON CO		\$ -	\$ 48,437.78	\$ 48,437.78
079166	P/R DED	SHERIFF OF JEFFERSON CO		\$ -	\$ 40.68	\$ 40.68
079167	P/R DED	SHERIFF OF JEFFERSON CO		\$ -	\$ 35,538.44	\$ 35,538.44
079167	P/R DED	SHERIFF OF JEFFERSON CO		\$ -	\$ 925.28	\$ 925.28
079167	P/R DED	SHERIFF OF JEFFERSON CO		\$ -	\$ 20.57	\$ 20.57
079168	425	SHERWIN-WILLIAMS		\$ -	\$ 14.61	\$ 14.61
079169	P/R DED	WV DEPUTY SHRF RETIREMEN		\$ -	\$ 8,592.72	\$ 8,592.72
079169	P/R DED	WV DEPUTY SHRF RETIREMEN		\$ -	\$ 6,086.51	\$ 6,086.51
079170	P/R DED	SHERIFF OF JEFFERSON CO		\$ -	\$ 315.00	\$ 315.00
079170	P/R DED	SHERIFF OF JEFFERSON CO		\$ -	\$ 2,340.00	\$ 2,340.00
079171	425	TML- A XEROX CO.		\$ -	\$ 474.24	\$ 474.24
079174	401	FEDEX		\$ -	\$ 102.39	\$ 102.39
079174	401	SPIRIT OF JEFFERSON		\$ -	\$ 45.22	\$ 45.22
079174	401	SPRINT		\$ -	\$ 55.25	\$ 55.25
079174	401	WV STATE AUDITOR		\$ -	\$ 17,305.00	\$ 17,305.00
079174	402	SHOPLET		\$ -	\$ 77.57	\$ 77.57
079174	402	SPIRIT OF JEFFERSON		\$ -	\$ 639.66	\$ 639.66
079174	402	W.B. MASON		\$ -	\$ 49.99	\$ 49.99
079174	403	SHOPLET		\$ -	\$ 37.82	\$ 37.82
079174	405	ADVANTAGE TECH		\$ -	\$ 8,075.00	\$ 8,075.00
079174	405	CELLEBRITE		\$ -	\$ 2,098.00	\$ 2,098.00
079174	405	PAPA JOHNS PIZZA		\$ -	\$ 114.20	\$ 114.20
079174	405	REI - LEXIS NEXIS		\$ -	\$ 154.43	\$ 154.43
079174	405	SPRINT		\$ -	\$ 94.90	\$ 94.90
079174	405	WEST VIRGINIA STATE BAR		\$ -	\$ 100.00	\$ 100.00
079174	412	COMCAST		\$ -	\$ 105.75	\$ 105.75
079174	413	CANAAN VALLEY RESORT LOD		\$ -	\$ 588.00	\$ 588.00
079174	413	PANHANDLE PRINTING AND D		\$ -	\$ 172.75	\$ 172.75
079174	415	FRONTIER		\$ -	\$ 85.60	\$ 85.60
079174	415	SPRINT		\$ -	\$ 109.83	\$ 109.83
079174	424	CHARLES TOWN UTILITIES		\$ -	\$ 112.21	\$ 112.21
079174	424	FRONTIER		\$ -	\$ 10,251.29	\$ 10,251.29
079174	424	SPIRIT OF JEFFERSON		\$ -	\$ 35.38	\$ 35.38
079174	424	SPRINT		\$ -	\$ 55.25	\$ 55.25
079174	424	THOS SOMERVILLE		\$ -	\$ 53.12	\$ 53.12
079174	425	CHARLES TOWN UTILITIES		\$ -	\$ 1,486.40	\$ 1,486.40
079174	425	COMCAST		\$ -	\$ 1,024.33	\$ 1,024.33

079174	425	CRYSTAL SPRINGS		\$ -	\$ 869.99	\$ 869.99
079174	425	GRAINGER		\$ -	\$ 201.85	\$ 201.85
079174	425	INTERSTATE ALL BATTERY		\$ -	\$ 699.00	\$ 699.00
079174	425	JEFFERSON COUNTY P.S.D		\$ -	\$ 383.29	\$ 383.29
079174	425	JEFFERSON RENTALS		\$ -	\$ 588.48	\$ 588.48
079174	425	JEFFERSON UTILITIES, INC		\$ -	\$ 860.77	\$ 860.77
079174	425	MILLERS OFFICE PRODUCTS		\$ -	\$ 2,231.65	\$ 2,231.65
079174	425	RCS SECURITY INC		\$ -	\$ 698.50	\$ 698.50
079174	425	THE HOME DEPOT		\$ -	\$ 12.97	\$ 12.97
079174	425	THE HOME DEPOT		\$ -	\$ 17.77	\$ 17.77
079174	425	THE HOME DEPOT		\$ -	\$ 87.98	\$ 87.98
079174	425	THE HOME DEPOT		\$ -	\$ 33.87	\$ 33.87
079174	425	THOS SOMERVILLE		\$ -	\$ 5,484.53	\$ 5,484.53
079174	425	TRENARY HVAC GROUP		\$ -	\$ 6,097.00	\$ 6,097.00
079174	425	TRENARY HVAC GROUP		\$ -	\$ 595.00	\$ 595.00
079174	425	WAL-MART		\$ -	\$ 53.28	\$ 53.28
079174	425	WEISS BROS OF HAGERSTOWN		\$ -	\$ 1,014.37	\$ 1,014.37
079174	425	WM WASTE MGNT		\$ -	\$ 734.49	\$ 734.49
079174	425	84 LUMBER		\$ -	\$ 51.56	\$ 51.56
079174	428	ADVANTAGE TECH		\$ -	\$ 2,967.36	\$ 2,967.36
079174	428	ADVANTAGE TECH		\$ -	\$ 1,929.60	\$ 1,929.60
079174	428	ADVANTAGE TECH		\$ -	\$ 4,200.00	\$ 4,200.00
079174	428	ADVANTAGE TECH		\$ -	\$ 1,900.00	\$ 1,900.00
079174	428	AMAZON		\$ -	\$ 157.46	\$ 157.46
079174	428	MEMORY 4 LESS		\$ -	\$ 64.00	\$ 64.00
079174	428	OFFICE DEPOT		\$ -	\$ 663.87	\$ 663.87
079174	428	SPRINT		\$ -	\$ 132.89	\$ 132.89
079174	428	TEXTEDLY COM		\$ -	\$ 20.00	\$ 20.00
079174	428	WAL-MART		\$ -	\$ 49.79	\$ 49.79
079174	440	AMERICAN SOC CIVIL ENGIN		\$ -	\$ 255.00	\$ 255.00
079174	440	LYLE SIGNS		\$ -	\$ 365.26	\$ 365.26
079174	440	PRINT-O-STAT		\$ -	\$ 609.00	\$ 609.00
079174	440	SPRINT		\$ -	\$ 165.75	\$ 165.75
079174	700	AMAZON		\$ -	\$ 496.78	\$ 496.78
079174	700	BUFFALO WILD WING		\$ -	\$ 6.51	\$ 6.51
079174	700	CHEIF SUPPLY		\$ -	\$ 634.00	\$ 634.00
079174	700	CRACKER BARREL		\$ -	\$ 23.70	\$ 23.70
079174	700	GALLS		\$ -	\$ 865.90	\$ 865.90
079174	700	GOWERS FEED INC		\$ -	\$ 86.38	\$ 86.38
079174	700	GOWERS FEED INC		\$ -	\$ 99.87	\$ 99.87

079174	700	HOLIDAY INN		\$ -	\$ 182.00	\$ 182.00
079174	700	MEAGHERS IRISH PUB		\$ -	\$ 18.71	\$ 18.71
079174	700	NRA LAW ENFORCEMENT		\$ -	\$ 645.00	\$ 645.00
079174	700	SIRCHIE FINGER PRINT LAB		\$ -	\$ 1,094.70	\$ 1,094.70
079174	700	SLEEP INN		\$ -	\$ 85.00	\$ 85.00
079174	700	SPRINT		\$ -	\$ 1,543.65	\$ 1,543.65
079174	700	TGI FRIDAYS		\$ -	\$ 47.82	\$ 47.82
079174	700	THE RESORT AT GLADESPRIN		\$ -	\$ 871.20	\$ 871.20
079174	700	TRACTOR SUPPLY CO		\$ -	\$ 95.98	\$ 95.98
079174	700	TRAPUZZANOS UNIFORMS		\$ -	\$ 596.94	\$ 596.94
079174	700	USPS US POSTAL SERVICE		\$ -	\$ 7.60	\$ 7.60
079174	700	WAL-MART		\$ -	\$ 41.00	\$ 41.00
079174	701	GALLS		\$ -	\$ 2,931.10	\$ 2,931.10
079174	701	SMART SIGN		\$ -	\$ 137.77	\$ 137.77
079174	701	TPS-TOWN POLICE SUPPLY		\$ -	\$ 1,498.50	\$ 1,498.50
079174	711	AMAZON		\$ -	\$ 51.94	\$ 51.94
079174	711	AMAZON		\$ -	\$ 9.87	\$ 9.87
079174	711	CHARLES TOWN AUTO WASH		\$ -	\$ 11.77	\$ 11.77
079174	711	INTERNATIONAL ASSOC		\$ -	\$ 190.00	\$ 190.00
079174	711	SPRINT		\$ -	\$ 188.14	\$ 188.14
079174	711	WAL-MART		\$ -	\$ 202.05	\$ 202.05
079174	711	WEIS MARKETS		\$ -	\$ 11.96	\$ 11.96
079174	712	APCO INTERNATIONAL INC.		\$ -	\$ 190.23	\$ 190.23
079174	712	FRONTIER		\$ -	\$ 5,099.85	\$ 5,099.85
079174	712	MEDICAL PRIORITY CONSULT		\$ -	\$ 350.00	\$ 350.00
079174	712	NATIONAL ACADEMY OF EMD		\$ -	\$ 150.00	\$ 150.00
079174	712	SMART HORIZONS		\$ -	\$ 145.00	\$ 145.00
079174	712	SPRINT		\$ -	\$ 775.89	\$ 775.89
079174	712	WVIPAY.COM - SIRN		\$ -	\$ 150.00	\$ 150.00
079174	716	AMAZON		\$ -	\$ 77.98	\$ 77.98
079174	716	NATIONAL ANIMAL CARE CO		\$ -	\$ 125.00	\$ 125.00
079174	716	SPRINT		\$ -	\$ 55.25	\$ 55.25
079174	716	THE HOME DEPOT		\$ -	\$ 48.12	\$ 48.12
079174	717	APOLLO OIL LLC		\$ -	\$ 555.87	\$ 555.87
079174	717	DEANS LAWNMOWER SHOP		\$ -	\$ 16.57	\$ 16.57
079174	717	FISHER AUTO PARTS		\$ -	\$ 650.21	\$ 650.21
079174	717	J & K PRECISION AUTO CAR		\$ -	\$ 64.95	\$ 64.95
079174	717	S&S MOTORS - NAPA PARTS		\$ -	\$ 1,726.74	\$ 1,726.74
079174	717	SUNOCO		\$ -	\$ 54.50	\$ 54.50
079174	717	WAL-MART		\$ -	\$ 11.94	\$ 11.94

079175	428	VISION TECHNOLOGY SOLTNS	52822	\$ 9,135.00	\$ -	\$ 9,135.00
079176	405	THOMSON REUTER - WEST		\$ -	\$ 423.00	\$ 423.00
079176	405	THOMSON REUTER - WEST		\$ -	\$ 1,255.50	\$ 1,255.50
079177	P/R DED	WV PUB EMP RETIRE SYS		\$ -	\$ 11,466.10	\$ 11,466.10
079177	P/R DED	WV PUB EMP RETIRE SYS		\$ -	\$ 4,898.43	\$ 4,898.43
079177	P/R DED	WV PUB EMP RETIRE SYS		\$ -	\$ 2,671.85	\$ 2,671.85
079177	P/R DED	WV PUB EMP RETIRE SYS		\$ -	\$ 28,028.12	\$ 28,028.12
079178	P/R DED	WVCORP		\$ -	\$ 712.50	\$ 712.50
TOTAL						\$ 379,484.15
TOTAL				\$ 9,135.00	\$ 370,349.15	\$ 379,484.15

Motion by Mr. Compton to approve the Accounts Payable for October 19, 2017 in the amount of \$379,484.15. Motion seconded and unanimously approved.

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
079180	ALLOC	BLUE RIDGE FIRE CO.		\$ -	\$ 65,000.00	\$ 65,000.00
079181	425	BOLAND SERVICES		\$ -	\$ 1,462.58	\$ 1,462.58
079182	ALLOC	CITIZENS FIRE COMPANY		\$ -	\$ 85,000.00	\$ 85,000.00
079183	405	MARCIA L. CHANDLER		\$ -	\$ 758.45	\$ 758.45
079184	405	FEDEX		\$ -	\$ 15.97	\$ 15.97
079184	700	FEDEX		\$ -	\$ 27.50	\$ 27.50
079185	425	FIDELITY POWER SYSTEMS		\$ -	\$ 394.35	\$ 394.35
079185	425	FIDELITY POWER SYSTEMS		\$ -	\$ 4,245.00	\$ 4,245.00
079186	712	GREENSIDE PSYCHOLOGICAL		\$ -	\$ 590.00	\$ 590.00
079187	405	TRACY P. RICE RPR		\$ -	\$ 250.25	\$ 250.25
079188	717	HAGERSTOWN FORD/KING		\$ -	\$ 87.58	\$ 87.58
079189	GRANT	JEFFERSON DAY REPORT CNT		\$ -	\$ 358.20	\$ 358.20
079190	712	ROBERT E. JONES III		\$ -	\$ 1,000.00	\$ 1,000.00
079191	712	MOTOROLA INC		\$ -	\$ 530.00	\$ 530.00
079192	717	RYAN MILBORNE		\$ -	\$ 43.94	\$ 43.94
079193	ALLOC	MIDDLEWAY FIRE CO		\$ -	\$ 85,000.00	\$ 85,000.00
079194	717	MOLER'S WRECKER SERVICE		\$ -	\$ 313.50	\$ 313.50
079195	P/R DED	KAREN OLDEN		\$ -	\$ 2,250.00	\$ 2,250.00
079196	700	WILLIAM POTTER		\$ -	\$ 8.39	\$ 8.39
079197	P/R DED	LAURA STORM		\$ -	\$ 1,300.50	\$ 1,300.50
079198	403	RECORD MANAGEMENT SOLUTN		\$ -	\$ 30.00	\$ 30.00
079199	717	SUPERIOR AUTO BODY		\$ -	\$ 1,159.29	\$ 1,159.29
079200	P/R DED	WV DEPUTY SHRF RETIREMEN		\$ -	\$ 6,782.99	\$ 6,782.99

079200	P/R DED	WV DEPUTY SHRF RETIREMEN		\$ -	\$ 9,575.95	\$ 9,575.95
079201	P/R DED	WV PUB EMP RETIRE SYS		\$ -	\$ 11,433.87	\$ 11,433.87
079201	P/R DED	WV PUB EMP RETIRE SYS		\$ -	\$ 5,009.73	\$ 5,009.73
079201	P/R DED	WV PUB EMP RETIRE SYS		\$ -	\$ 2,732.57	\$ 2,732.57
079201	P/R DED	WV PUB EMP RETIRE SYS		\$ -	\$ 27,949.36	\$ 27,949.36
079201	P/R DED	WV PUB EMP RETIRE SYS		\$ -	\$ 19.13	\$ 19.13
079201	P/R DED	WV PUB EMP RETIRE SYS		\$ -	\$ 46.76	\$ 46.76
079202	404	W.B. MASON CO. INC		\$ -	\$ 48.34	\$ 48.34
TOTAL					\$ 313,424.20	\$ 313,424.20

Motion by Mr. Compton to approve the Accounts Payable for October 26, 2017 in the amount of \$313, 424.20. Motion seconded and unanimously approved.

MANUAL CHECKS

HOME DETETION			
008			
Date	Check #	VENDOR	Amount
10/13/17	580	CDA	\$ 2,085.00
ASSESSOR VALUATION			
056			
Date	Check #	VENDOR	Amount
10/13/17	651	GLOBAL SCIENCE & TECH	\$ 10,320.00
DRUG FORFEITURE			
74			
Date	Check #	VENDOR	Amount
10/13/17	351	SUSAN M SRODERICK, JD	\$ 500.00
SHERIFF CAPITOL O/L			
246			

Date	Check #	VENDOR	Amount
10/13/17	1650	MILLER'S SUPPLIES AT WORK	\$ 1,325.00
10/13/17	1651	UNITED BANK CARD	\$ 251.59
TOTAL			\$ 14,481.59

Motion by Ms. Noland to approve the Manual Checks for October 12, 2017 in the amount of \$14,481.15. Motion seconded and unanimously approved.

COAL SEVERANCE			
002			
Date	Check #	VENDOR	Amount
10/20/2017	449	EASTRIDGE HEALTH SYSTEM	\$ 1,400.00
FARMLAND PROTECTION BOARD			
057			
Date	Check #	VENDOR	Amount
10/20/2017	292	JEFFERSON CO FARMLAND PROT.	\$ 52,394.09
TOTAL			\$ 53,794.09

Motion by Ms. Noland to approve the Manual Checks for October 19, 2017 in the amount of \$53,794.09. Motion seconded and unanimously approved.

PUBLIC COMMENT:

Ramona Wesling, resident & chair of the Liberty PAC – spoke in support of the plaque remaining at the Courthouse and stated she would be presenting a resolution to the Commission to protect local historical monuments.

Chris Anders, Virginia resident – spoke in support of the plaque remaining at the Courthouse, stating he had a personal connection to the plaque. Also spoke in support of the LPAC Resolution to protect local historical monuments.

Barbara Fuller, resident – spoke in support of the plaque remaining at the Courthouse as she believes it's important for people to research their family history and heritage.

Kurt Compton, resident – spoke in support of the plaque remaining at the Courthouse, stating the concern over the plaque is a “trendy social activism issue.”

Ray Bruning, resident – spoke in support of the plaque remaining at the Courthouse, asking, “what’s next,” if the plaque were to be removed.

John Lindberg, resident – spoke in support of the plaque remaining at the Courthouse, stating that he “sees violence coming,” between those who support and oppose the plaque.

Kevin Tester, resident – spoke in support of the plaque remaining at the Courthouse to “maintain history.”

Linda Ballard, spokeswoman for concerned citizens for the removal of the plaque – stated that she and others were not requesting the “erasure of history” with the removal of the plaque, but the Courthouse is an inappropriate place for such a thing.

Joe Schill, resident – spoke in support of the plaque remaining at the Courthouse and feels as though it would be a “dishonor and a disservice” to the Confederate Soldiers if it were to be removed.

Jane Wagner, resident – spoke in support of the removal of the plaque and asked the Commission to “look squarely into what feels right for all citizens” of the county.

Eleanor Finn, resident and member of the League of Women Voters – thanked the Commission for hosting in-person Ethics and Open Meetings training.

David Tabb, resident – stated the issue with the plaque shows “arrogance and the problems with the structure of government itself.” Mr. Tabb also stated he requested the US Supreme Court to reconsider the flag issue again because he feels as though his constitutional rights have been stripped. Mr. Tabb closed his statements by claiming, “It’s the right time and the right place for another civil war.”

David Bussey, resident – stated the issue with the Confederate plaque is that it’s located on a government building, which is supposed to be an egalitarian facility. Mr. Bussey stated the “Courthouse is a symbol of justice, a place where I believe I’ll be treated fairly,” though the plaque makes him doubt that he’ll be treated fairly as a man of color.

Andrew Ford, resident – stated the plaque has no rightful place on the face of the Courthouse and the excuses for why it must remain are “paper thin.”

PRESENTATIONS

1. Jacki Shadle, County Clerk – requested the approval of grant application and resolution supporting a 10% match for the digitization of 242 deed books and restoration of 23 deed books.
2. Peter Dougherty, Sheriff – requested approval and priority designation for the WV Records Management and Preservation Board Grant application.
 - **Motion by Ms. Noland to approve the WV Records Management and Preservation Board grant applications and resolutions for the County Clerk and Sheriff's Office. Motion seconded and unanimously approved.**
 - **Motion by Mr. Onoszko to recommend priority consideration for the County Clerk's WV Records Management and Preservation Board grant application due to the public nature of the Clerk's documents. Motion seconded and unanimously approved.**
3. Nikki Painter, Chief Deputy Clerk, Elections – requested the approval of the reimbursement certification for expenditures related the Special Road Bond Election.
 - **Motion by Ms. Noland to certify the total reimbursement amount of \$70,097.80 for expenditures related to the Special Road Bond Election. Motion seconded and unanimously approved.**
4. Annette Gavin, Director, Jefferson County CVB, and Eric Lewis, President of the JCDA Board of Directors – Approval of Employment – Nicholas H. Diel, Executive Director, Jefferson County Development Authority
 - **Motion by Ms. Noland to approve employment of Nicholas H. Diehl, Executive Director of the Jefferson County of the Jefferson County Development Authority with an annual salary of \$75,000.00. Motion seconded and unanimously approved.**
 - **Motion by Mr. Onoszko to review the salary of Nicolas H. Diehl, Executive Director of the JCDA, in 12 months based on performance, budget availability, and future proposals. Motion seconded and unanimously approved.**
5. The Commission recessed for break at 10:45 am.
The Commission reconvened at 11:00 am.
6. Lynn Fields, Probate – requested the approval of the Quarterly Review.

- **Motion by Ms. Noland to convene as a Fiduciary Review Board. Motion seconded and unanimously approved.**
 - **Motion by to approve the estates that have been opened since the last quarterly review and close the estates that have met all requirements of the probate office. Motion seconded and unanimously approved.**
 - **Motion by Ms. Noland to adjourn as a Fiduciary Review Board. Motion seconded and unanimously approved.**
7. Interviews and Appointments to the Jefferson County Historic Landmarks Commission – two unexpired terms ending March 30, 2018 and March 30, 2019.
- Mr. Onoszko offered a nomination for Jack Hefestay, and Ms. Noland offered a nomination for Bennett Horter. Applicants Niki Sabado and John Restrainedo did not receive nominations.

After receiving the majority vote, Jack Hefestay was appointed to the serve the Jefferson County Historic Landmarks Commission for an unexpired term ending March 30, 2019 while Benjamin Horter was appointed to serve the Jefferson County Historic Landmarks Commission for an unexpired term ending March 30, 2018.

8. Continued discussion on the Confederate Plaque at the Jefferson County Courthouse

Commissioner Onoszko answered the questions posed to the Commission by Ms. Linda Ballard in her letter dated September 29, 2017. Mr. Cochran also addressed a letter from Dan Harris, Jefferson County resident, wherein Mr. Harris questions the legality of the plaque under WV Code Chapter 10, Article 3. Mr. Cochran stated that, ultimately, the Commission’s implied authority to manage the Courthouse lies within WV 7-3-2 and trumps 10-3-2 and as such, the Commission is authorized to adorn the Courthouse as they see fit.

Comments were also provided Scott Rodgers, Mayor of Charles Town, who stated he believed the Commission place the plaque in a more appropriate venue, and by Polly Wharton, member of the Daughters of the Confederacy, who stated the Daughters of the Confederacy were not opposed to the removal of the plaque so long as it is displayed elsewhere. Scott Rodgers, Mayor of Charles Town, also spoke in favor of the removal of the plaque.

No action was taken by the Commission regarding the plaque.

9. Nathan Cochran, Assistant Prosecuting Attorney

- Update on EEOC Claim #533-2017-00706 – Possible Executive Session

- **Motion by Ms. Noland to enter into Executive Session to receive legal advice regarding EEOC Claim #533-2017-00706 – personnel matter. Motion seconded and unanimously approved.**
 - **Motion by Mr. Compton to come out of Executive Session. Motion seconded and unanimously approved.**
 - **Motion by Ms. Noland to authorize Mr. Cochran to secure additional counsel to resolve EEOC Claim #533-2017-00706. Motion seconded and unanimously approved.**
- Discussion of request for reimbursement of legal fees for William H. Strider, Jefferson County Public Service District board member
- It was the consensus of the Commission to direct Mr. Cochran to receive an opinion from the WV Attorney General as to whether the County Commission or the Jefferson County Public Service District should be responsible for reimbursing Mr. Strider for his legal fees.

NEW BUSINESS

10. Request to use the Jefferson County Commission meeting room on Wednesday, November 1, 2017 for a public solar information session
- **Motion by Mr. Compton to approve the use of the JCC Meeting Room on Wednesday, November 1, 2017 for a public solar information session. Motion seconded and unanimously approved.**
11. Approval of Contract Agreement, Resolution, and grant documents for the Victims of Crime Act (VOCA)
- **Motion by Mr. Compton to approve the Resolution, contract, and grant documents – 16-VA-027 – Victims of Crime Act (VOCA) Grant in the amount of \$79,037 and to authorize the President of the Commission to affix his signature on the appropriate documents. Motion seconded and unanimously approved.**

FINANCIAL DIRECTOR REPORTS

- Approval of the FY17 Financial Statements

- **Motion by Ms. Noland to approve the FY17 Financial Statements as presented by Ms. Gordon. Motion seconded and unanimously approved.**

There being no further business for the day, motion by Mr. Compton to adjourn at 1:47 pm.
Motion seconded and unanimously approved.

PETER ONOSZKO, PRESIDENT

Respectfully Submitted
Jessica D. Carroll
Administrative Assistant

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name:

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment:

Date Requested – 1st Choice: **November 2, 2017**

If a specific date is needed, please provide reason for specific date: Click here to enter text.

Subject (*Wording to be placed on agenda*): **Resolution - protect all existing historical monuments, memorials and markers erected in the county - 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.

**A RESOLUTION BY THE JEFFERSON COUNTY
COMMISSION REGARDING THE PRESERVATION
AND PROTECTION OF HISTORICAL MONUMENTS,
MEMORIALS AND MARKERS**

WHEREAS Jefferson County is a diverse and historically significant community and to be absolutely sure there is no miscommunication regarding County, State and Federal Laws, and

WHEREAS we live in dangerous times, where emotions are running high, and for some reason people of hate find themselves free to initiate acts of violence against each other, and

WHEREAS affairs in Virginia and other states have led to racism and hate, the destruction of private and public property, acts of violence and even loss of life, and

WHEREAS racism is the ugliest form of collectivism, which treats people as groups rather than as individuals endowed by our Creator with the inalienable rights to life, liberty and the pursuit of happiness, and

WHEREAS hate cannot find a home in Jefferson County, whether it be the KKK, Neo-Nazis or ANTIFA, and

WHEREAS the use of violence and force against individuals or groups of individuals cannot be tolerated, and

WHEREAS any use of force against persons or property must be prevented or swiftly dealt with, and

WHEREAS the First Amendment Rights of our citizens must be preserved, including controversial speech, and

WHEREAS it is immoral and illegal to assault one another or to destroy public or private property and there is no right to cause harm to another or to violate our historical monuments or markers

**THEREFORE BE IT
RESOLVED
THIS SECOND DAY OF NOVEMBER,
2017**

1. That we the Jefferson County Commission condemn the actions of hate and the political use of historical markers and symbols to promote hate by such groups as the KKK, Neo-Nazis and ANTIFA.
2. That we the Jefferson County Commission condemn the current political use of historical monuments and symbols.
3. That we the Jefferson County Commission oppose, to the fullest extent of the law, any attempt to remove, alter, destroy or disturb memorials or markers on any public property in Jefferson County.
4. That we the Jefferson County Commission uphold the First Amendment to the United States Constitution and protect the use of free speech within Jefferson County recognizing that this does not include the destruction of public or private property nor the use of force against others.

Josh Compton, Commissioner

Jane Tabb, Commissioner

Caleb Hudson, Commissioner

Patricia A. Noland, Commissioner

Peter Onoszko, President
Jefferson County Commission

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: **Matt Harvey, Prosecuting Attorney**

Department or Organization:

Estimation of amount of time needed for appointment:

Date Requested – 1st Choice: **November 2, 2017**

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

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

Request to bid for a Case Management program and funding for the Prosecuting Attorney's office - 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: **Nicolas H. Diehl, Director**

Department or Organization: **Jefferson County Development Authority**

Estimation of amount of time needed for appointment:

Date Requested – 1st Choice: **November 2, 2017**

If a specific date is needed, please provide reason for specific date: Click here to enter text.

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

Update on the Vision of the Economic Development Authority

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: Lynn Fields

DEPARTMENT OR ORGANIZATION: Probate Office

ESTIMATION OF TIME NEEDED FOR APPT.: 15-30 minutes

DATE REQUESTED: 1ST CHOICE ~~October 19th, 2017~~

IF A SPECIFIC DATE IS NEEDED, PLEASE PROVIDE REASON FOR SPECIFIC DATE:

SUBJECT: Petition for Removal of Executor

PLEASE PROVIDE THE CO. COMM. WITH A DESCRIPTION OF YOUR REQUEST OR PRESENTATION, INCLUDING ANY BACKGROUND INFORMATION:

Beneficiary of the estate of Doris Wells, Lisa Cornett, has petitioned through counsel Tammy McWilliams to have Executrix Tami Wells-Cato removed.

ARE DOCUMENTS ATTACHED: Yes

IS A PROJECTOR NEEDED?: NO

lfields@jeffersoncountywv.org (304) 728-3210

Jefferson County Clerk's Office

Jacki Shadle, County Clerk

Gail Magaha
Nikki Painter
Jenny Hughes
Katrina Bloomer
Connie Weiss
Kelly Dardis



Elaina Maze
Lynn Fields
Karen Olden
Vivian Fields
Renee Hudson
Sally Gran

September 12th, 2017

Lisa Cornett, Beneficiary
12611 SE Marsh Road
Sandy, OR 97055-8595

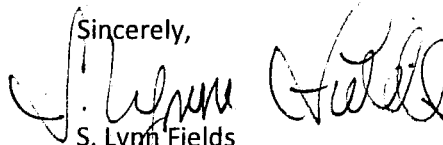
Re: Doris Jean Wells, deceased

Dear Ms. Cornett,

On Thursday, October 19th, 2017 at 11am, the Jefferson County Commission will hold a hearing on the **PETITION FOR REMOVAL OF EXECUTOR.**

All interested parties are encouraged to attend. If you are unable to attend, please contact our office as soon as possible.

Sincerely,



S. Lynn Fields
Deputy Probate Clerk

cc: Tammy M. McWilliams, Esq.
Tami Wells-Cato
Clark Wells
Edward M. Wells
Marissa Cato
Travis Cato
Edward L. Wells
Elizabeth Wells
Ian Cornett
Lorraine Cornett
Courtney Wells
D. Frank Hill, Esq.

Address: 100 East Washington Street, PO Box 208, Charles Town WV 25414

Phone: 304.728.3215 **Web Site:** www.jeffersoncountywv.org



Fiduciary Commissioner Order

In Jefferson County West Virginia

Before the Jefferson County Commission, West Virginia

In Re: Estate of DORIS JEAN WELLS.

It appears from examination thereof that due to CONTROVERSY BETWEEN THE HEIRS/BENEFICIARIES a reference be made to a Fiduciary Commissioner for settlement.

IT IS THEREFORE ORDERED that this estate be referred to: D FRANK HILL III

Fiduciary Commissioner, of Jefferson County, West Virginia.

Referred on May 10th, 2017

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Jefferson County Commission at my office in said County on the 13th day of September, 2017.

Jacqueline C Shadle

Jacqueline C Shadle
Clerk of Jefferson County

By

Lynn Fields
Lynn Fields
Deputy Clerk



BEFORE THE COUNTY COMMISSION
OF JEFFERSON COUNTY, WEST VIRGINIA

IN RE: The Estate of Doris Jean Wells, deceased

PETITION FOR REMOVAL OF EXECUTOR

Come now Lisa Cornett, by her counsel, Trump & Trump LC, and respectfully petitioning this Honorable Court as follows:

1. The Decedent, Doris Jean Wells, died testate on the 7th day of December, 2011.
2. On or about December 30, 2011 the Last Will and Testament of Doris Jean Wells was admitted to probate in the Office of the Clerk of the County Commission of Jefferson County, West Virginia.
3. Thereafter, and in accordance with the provisions of the Testator's Last Will and Testament, on December 30, 2011 Tami Denise Wells-Cato was granted letters of administration as Executor of the Last Will and Testament of Doris Jean Wells to serve without bond.
4. Under the SECOND Article of her Last Will and Testament, the Testator Doris Jean Wells directed that her entire (residuary) estate be sold and distributed to her children per stirpes. Doris Jean Wells was survived by all of her children.

5. The Petitioner herein, Lisa C. Cornett, is a daughter of the Testator Doris Jean Wells and as the issue of the Testator she is a vested beneficiary to the Estate of Doris Jean Wells.
6. The Executor, Tami Denise Wells-Cato, has incorrectly identified the beneficiaries of the Estate of Doris Jean Wells to include seven grandchildren, none of whom take under the last will and testament of the deceased.
7. In the five years which have elapsed since the death of the Testator and the qualification of Tami Denise Wells-Cato as Executor of his Last Will and Testament, the said Executor has not filed with the Clerk of the Jefferson County Commission any inventory and appraisal of the Estate of the Testator, as required by West Virginia Code §44-1-14(f).
8. In the five (5) years which have elapsed since the death of the Testator and the qualification of Tami Denise Wells-Cato as Executor, the said Executor has not filed with the Clerk of the Jefferson County Commission any accountings of the Testator's assets and liabilities, or of the Executor's receipts and disbursements with respect to said Estate, as required by West Virginia Code §44-4-2.
9. In July 2016 Tami Denise Wells-Cato as Executor had the beneficiaries sign a contract to sell the former residence of the deceased (1850 River Road, Shepherdstown, WV) to Wells-Cato's son upon representations of an existing but unshared appraisal, with the Seller paying closing costs of \$4,000, and with a closing date of 2016. A condition of sale however was that her son obtain loan approval within 30 days of the ratification of the contract. The

loan approval was not obtained and the closing date was never set or extended beyond 2016.

10. Tami Denise Wells-Cato as Executor has not listed the property for sale and is intentionally delaying the formal marketing and listing of the property to third parties placing the interests of her son over those of the estate in violation of her fiduciary duty.
11. Tami Davis Wells-Cato as Executor has further intentionally delayed the listing of the property with a realtor for sale to an unrelated third party and has now proposed that a contract of sale be entered into with her Daughter in Law without it containing a closing date. Such an open ended contract that can linger for infamy is unacceptable.
12. Tami Denise Wells-Cato as Executor has failed to cause the sale of the personal property of the Estate and is threatening a denial of participation in the distribution of proceeds of sale for the items absent payments of a storage fees by the beneficiary and otherwise engaging in waste of the Estate assets through mounting delay and storage fees for the same in violation of her fiduciary duty.
13. Tami Denise Wells-Cato as Executor has failed to communicate with the beneficiaries on these matters and failed to provide financial information/accountings as requested.
14. Tami Denise Wells-Cato as Executor has allowed and may continue to be allowing cats to occupy the residence at 1850 River Road, Shepherdstown, WV, jeopardizing the home and the resale value of the same and

unnecessarily assuming great expense for the care and maintenance of the animals in addition to the improved real estate resulting in the continuing waste of the Estate's assets and the financial detriment of the beneficiaries.

15. As a beneficiary of the Estate of Doris Jean Wells, the Petitioner has standing to challenge the conduct of the administration of Testator's Estate.
16. The County Commission of Jefferson County, West Virginia is the proper venue for this Petition and the County Commission of Jefferson County has jurisdiction to grant the relief sought hereby.

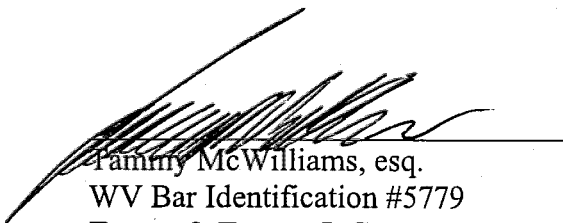
WHEREFORE, the undersigned Petitioners pray that this Honorable Court will grant the following relief with respect to the Estate of Doris Jean Wells, deceased:

- a. that the County Commission of Jefferson County, West Virginia will remove Tami Denise Wells-Cato as Executor of the Last Will and Testament of the Estate of Doris Jean Wells, deceased;
- b. that the County Commission of Jefferson County, West Virginia will appoint a neutral and competent licensed attorney to serve as administrator, c.t.a., of the Estate of Doris Jena Wells, deceased;
- c. that the County Commission of Jefferson County, West Virginia will ORDER the said Tami Denise Wells-Cato to turn over and deliver to her successor(s) all of the assets of the Estate of Doris Jean Wells, deceased, and to account for the immediate location of all property of the estate, all distributions made in kind, and all receipts and expenditures made by Tami Denise wells-Cato to, from or on account of the Estate of Doris Jean Wells, deceased, from the time of the Testator's death through the time of transfer of the fiduciary office;

- d. that the County Commission of Jefferson County, West Virginia will ORDER the said Tami Denise Wells-Cato to have forfeited all of her commissions and fees charged against the Estate of Doris Jean Wells, deceased, from the time of the Testator's death through the present;
- e. that the County Commission of Jefferson County, West Virginia will fashion and grant such other relief as may be warranted and appropriate under the circumstances with respect to the Estate of Doris Jean Wells, deceased.

Respectfully submitted this 27th day of April, 2017,

Lisa C. Cornett,
Petitioner,
By counsel,



Tammy McWilliams, esq.
WV Bar Identification #5779
Trump & Trump, L.C.
307 Rock Cliff Drive
Martinsburg, WV 25401

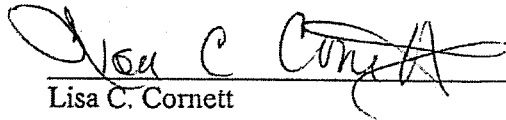
BEFORE THE COUNTY COMMISSION
OF JEFFERSON COUNTY, WEST VIRGINIA

IN RE: The Estate of Doris Jean Wells, deceased

VERIFICATION

STATE OF Oregon
COUNTY OF Multnomah, to-wit:

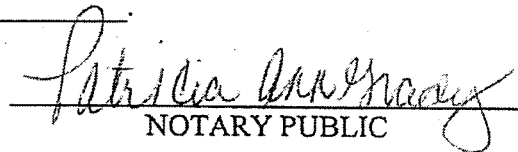
Lisa C. Cornett, the Plaintiff named in the foregoing Petition for Removal of Executor, being duly sworn, says that the information contained therein are true, except so far as they are therein stated to be upon information and belief, and that insofar as they are therein stated to be upon information and belief, she believes them to be true.



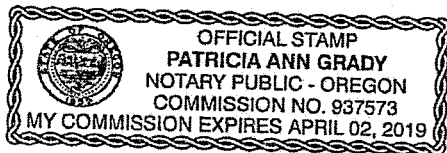
Lisa C. Cornett

Taken, subscribed and sworn to before me, the undersigned authority in my county and state this 28 day of April, 2017.

My commission expires: 4/2/19



NOTARY PUBLIC



D. FRANK HILL, III
ATTORNEY AT LAW
POST OFFICE BOX A
SHEPHERDSTOWN, WEST VIRGINIA 25443

D. FRANK HILL, III (WV & MD BAR)

136 E. GERMAN STREET
THE PHARMACY BUILDING
(304) 876-9333

August 10, 2017

Clerk of the County Commission
P.O. Box 208
Charles Town, WV 25414

Attn: Probate Office: Karen/Lynn

Re: Estate of Doris Jean Wells, deceased

Dear Madam Clerk:

I am writing in connection with the above-captioned Estate and acknowledge my appointment as its Fiduciary Commissioner.

Based upon my review of the Petition For Removal Of Executor filed by Attorney McWilliams on behalf of Lisa Cornett, a residuary beneficiary of the Estate, and my review of the estate documents which have been filed with your office, it is my opinion that good cause has been amply demonstrated justifying the County Commission's removal of the Executrix, Tami Denise Wells-Cato, and, in addition, granting all of the relief requested within the Petition.

I will defer the determination and imposition of my fee pending any further proceedings which might require my attention or time.

Please contact me should you have any questions.

Sincerely,


D. Frank Hill, III
Fiduciary Commissioner

cc: Tammy M. McWilliams
Tami Denise Wells-Cato

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: **November 2, 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/Intervention of the PSC decision, acquisition of PSD assets, and related issues. Discussion/Action. Possible Executive Session.**
2. **Discussion and update regarding opioid litigation by Skinner Law Firm. Discussion/Action. Possible Executive Session.**
3. **Update on EEOC Claim #533-2017-00706. Discussion/Action. Possible Executive Session.**

4. *Strider claim - Review*

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: Michelle Gordon, Finance Director

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment: 30 minutes

Date Requested – 1st Choice: **November 2, 2017**

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

Date Requested – 2nd Choice:

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

- Review and Approval of FY2018 Internal Budget Revision 1 for the Coal Severance Fund
- Review and Approval of FY2018 State Budget Revision 4 for the General Fund
- Continued discussions of Ambulance Fee Billing Rate Structure

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

- Review and approval of budget revisions for the Coal Severance Fund and the General Fund.

Is this a funding request? Y/N NO

If so, how much? \$ 0

Provide exact financial impact/request NA

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

- Motion to approve FY18 Internal Budget Revision 1 for the Coal Severance Fund
- Motion to approve FY18 State Budget Revision 4 for the General Fund

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

If not attached, explain:

Is equipment needed? Projector Y/N NO Internet/Wi Fi Y/N NO Telephone for conference call Y/N NO

Contact information:

Email address:

Phone Number:

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable

RESOLUTION

At a regular session of the Jefferson County Commission, held on the 2nd day of November, 2017, the following Order was made and entered:

SUBJECT: The revision of the Levy Estimate (Budget) for the County of Jefferson. The following resolution was offered.

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices, the Jefferson County Commission does hereby direct that the budget be revised as shown on Fiscal Year 2018 budget revision number #4 to the General County Fund, a copy of which is entered as part of this record.

The adoption of the foregoing Resolution having been moved by _____,
and duly seconded by _____ the vote was as follows:

Peter Onoszko	_____
Jane Tabb	_____
Patricia Noland	_____
Caleb Hudson	_____
Josh Compton	_____

Whereupon, Commissioner Onoszko declared said Resolution duly adopted, and it is therefore ADJUDGED and ORDERED that said Resolution be, and the same is, hereby adopted as so stated above, and Peter Onoszko, President of the Jefferson County Commission, is authorized to affix his signature to the attached "Request for Revision to Approved Budget" to be sent to the State Auditor for approval.

Peter Onoszko, President
Jefferson County Commission

Ora Ash, Director
 West Virginia State Auditor's Office
 200 West Main Street
 Clarksburg, WV 26302
 Phone: 627-2415 ext. 5114
 Fax: 627-2417

REQUEST FOR REVISION TO APPROVED BUDGET

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

Jefferson County Commission
 GOVERNMENT ENTITY

CONTROL NUMBER
 2018
 FY
 001
 FUND
 4
 REV. NO.
 1 of 1
 PG. OF NO.
 COUNTY
 Government Type

Person To Contact Regarding: Michelle Gordon P.O. Box 250
 Budget Revision: Michelle Gordon STREET OR PO BOX
 Phone: 304-724-8425
 Fax: 304-725-7916 Charles Town 25414
 CITY ZIP CODE

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
323	State Grants	305,660		305,660	
322	Federal Grants	220,000	470,660		690,660
299	Unassigned Fund Balance	5,005,763		406,936	4,598,827
346	Emergency 911 Fee	2,003,900	4,000		2,007,900
340	Rents & Concessions	44,200	22,380		66,580
388	Transfers From Other Funds		50,000		50,000
NET INCREASE/(DECREASE) Revenues (ALL PAGES)			-165,556		

COUNTIES-TRANSFERS TO THE GENERAL FUND FROM OTHER FUNDS MUST HAVE PRIOR APPROVAL OF AUDITOR'S OFFICE

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
696	Transfer to Financial Stabilization Fund	2,452,298		444,221	2,008,077
700	Sheriff-Law Enforcement	4,266,556	165,000		4,431,556
716	Dog Warden/Humane Society	299,805		29,000	270,805
698	Transfers/Reim. (Audit Findings)	747,200	29,000		776,200
424	Courthouse	1,033,315	10,765		1,044,080
425	Other Buildings	534,300	52,900		587,200
440	Engineering	1,421,458	50,000		1,471,458
401	County Commission	1,780,659	4,618		1,785,277
699	Contingencies	2,910,620		4,618	2,906,002
	#N/A				
	#N/A				
	#N/A				
NET INCREASE/(DECREASE) Expenditures			-165,556		

APPROVED BY THE STATE AUDITOR
 BY: _____ Date _____
 Director, Local Government Services Division

AUTHORIZED SIGNATURE OF ENTITY APPROVAL DATE

Jefferson County Commission
State Budget Revision JE

Budget Revision #4 of General Fund FY18

Description	GL acct	Increase	Decrease
Record Adjustment for FY17 Ending Fund Balance and FY18 Beginning Fund Balance			
Unencumbered Fund Balance	001.299.00.002		406,936
Transfer to Fincancial Stabilization Fund	001.696.05.566.000.GG.000		(406,936)

Correct Revenue GL for Gov Hwy Safety Grant. It is a Federal Grant passing thru the State.

Federal Grants	001.322.IG.000	305,660	
State Grants	001.323.IG.000		305,660

Adjustments for grants and transfers approved on 10/5/2017:

Record Adjustments for Grant Award \$85,000. 97.067, EMW-2017-SS-0036-S01 Program LELLECE, Purchase of 3 mobile license plate readers and 6 night vision goggles for SRT Team. Grant has match funding of \$20,260.

Federal Grants	001.322.IG.000	(85,000)	Pricing Est	(LP Readers to be capitalized)
Law Enf-Mat/Supplies-Grants	001.700.03.341.000.PS.001	48,460	\$ 7,345	\$ 44,070 Night Vision Goggles
Law Enf-Cap Outlay-Grants	001.700.04.459.001.CP.000	56,800	\$ 16,820	\$ 50,460 Mobile LP Readers

Record Adjustments for Grant Award \$80,000. 97.067, EMW-2017-SS-0036-S01 Program LELIRP Purchase of 40 portable radios and 3 base stations Grant has match funding of \$25,527.

Federal Grants	001.322.IG.000	(80,000)	Pricing Est	(Und cap Pol-Mat/Sup)
Law Enf-Mat/Supplies-Grants	001.700.03.341.000.PS.001	105,527	\$ 1,903	\$ 76,120 Radios
Record approval of transfer from Wages & Mat/Supp to cover grant match Requirements.			\$ 2,598	\$ 7,794 Base Stations
Law Enf-Wages & Salaries	001.700.01.103.000.PS.000			30,000
Law Enf-Mat/Supplies	001.700.03.341.000.PS.000			15,787

Adjustments for budget revisions approved on 9/21/2017:

Record adjustments to complete the purchase and equipment outfitting for the Animal Control Vehicle FY18

Animal Ctrl - Wages	001.716.01.103.000.PS.000		9,000
Animal Ctrl - Wages	001.716.01.103.000.PS.000		15,441
Animal Ctrl - FICA	001.716.01.104.000.PS.000		1,272
Animal Ctrl - Medicare	001.716.01.104.001.PS.000		354
Animal Ctrl - retirement	001.716.01.106.000.PS.000		2,933
Transfer out to Capital Outlay	001.698.05.566.000.GG.000	29,000	
Transfer from other Funds	246.388.TR.000	(29,000)	
C/O Animal Ctrl-Vehicles	246.993.04.459.CP.000	29,000	

Other Adjustments needed for Departments:

Record Budget Revision for New Emg Comm Deed Fee			
Emg Comm Deed Conv E911 Fee	001.346.CS.002	(4,000)	
Record Budget Revision for Overtime for Courthouse Staff			
CTHSE Overtime	001.424.01.108.001.GG.000	10,000	
CTHSE FICA	001.424.01.104.000.GG.000	620	
CTHSE Medicare	001.424.01.104.001.GG.000	145	
Record Budget Revision for absorption of Bardane Fund expenditures and Revenues into the General Fund			
Sheriff Earn-BPHC Rent	001.340.CS.006	(22,380)	
Other Buildings-Electricity	001.425.02.213.001.GG.000	45,400	
Other Buildings - Water/Sewer	001.425.02.213.003.GG.000	7,500	
Transfer to Fincancial Stabilization Fund	001.696.05.566.000.GG.000		37,285

Record Budget revision for additional costs associated with Sinkhole mitigation and lagoon repair. Funded by Coal Sev Fund

Eng-Professoal Svc	001.440.02.223.000.GG.000	50,000	
Transfer from Coal Sev Fund	001.388.TR.000	(50,000)	

Record Budget revision for legal fees and mileage associated with ethics finding. Funded by Contingency for Emergency

Co Comm- Professional Services	001.401.02.223.000.GG.000	4,618	
Contingency for Emergencies	001.699.06.675.001.GG.000		4,618

Total 422,350 422,350

AS OF 06/2017

ACCOUNT DESCRIPTION	----- C U R R E N T M O N T H -----			----- Y E A R - T O - D A T E -----		
	BUDGET	ACTUAL	ACTUAL OVER/ UNDER BUDGET	BUDGET	ACTUAL	ACTUAL OVER/ UNDER BUDGET
REVENUES						
001-327-CS-000						
TOTALS FOR CHARGES FOR SERVICES		1297928.44	1297928.44	3745224.00	4237510.69	492286.69
TOTALS FOR INTERGOVERNMENTAL		225503.01	225503.01	251676.00	250053.66	-1622.34
TOTALS FOR INTEREST		2709.82	2709.82	33737.00	33494.86	-242.14
TOTALS FOR LICENSES AND PERMITS		54084.54	54084.54	240181.00	252847.73	12666.73
TOTALS FOR MISCELLANEOUS		-158912.89	-158912.89	327401.00	213143.28	-114257.72
TOTALS FOR OTHER TAXES		460062.58	460062.58	5542946.00	5543370.07	424.07
TOTALS FOR TRANSFERS	6543.00	504436.62	497893.62	711551.00	677931.65	-33619.35
TOTALS FOR TAXES		199681.64	199681.64	13321919.00	13054519.87	-267399.13
TOTALS FOR UNENCUMBERED BALANCES				5453076.00		-5453076.00
TOTALS FOR REVENUES	6543.00	2585493.76	2578950.76	29627711.00	24262871.81	-5364839.19
EXPENDITURES						
001-401-01-101-000-GG-000						
TOTALS FOR COUNTY COMMISSION		190674.78	-190674.78	1781233.00	1744137.59	37095.41
TOTALS FOR COUNTY CLERK	5703.00	90305.76	-84602.76	745584.00	697792.95	47791.05
TOTALS FOR CIRCUIT CLERK		69428.38	-69428.38	596187.00	569916.06	26270.94
TOTALS FOR SHERIFF AND TREASURER		69667.72	-69667.72	576969.00	542541.64	34427.36
TOTALS FOR PROSECUTING ATTORNEY		236482.38	-236482.38	1802394.00	1761540.55	40853.45
TOTALS FOR ASSESSOR		59545.38	-59545.38	527389.00	520886.69	6502.31
TOTALS FOR ASSESSOR'S VALUATION FUND	6543.00	58627.61	-52084.61	447551.00	446340.69	1210.31
TOTALS FOR STATEWIDE COMPUTER NET		12446.78	-12446.78	58077.00	52848.78	5228.22
TOTALS FOR AGRICULTURAL AGENT		14281.65	-14281.65	128704.00	122585.16	6118.84
TOTALS FOR ELECTIONS COUNTY CLERK	-5703.00	17982.75	-23685.75	308039.00	293705.55	14333.45
TOTALS FOR MAGISTRATE COURT		587.94	-587.94	1700.00	2302.96	-602.96
TOTALS FOR COURTHOUSE (MAINTENANCE)		146014.52	-146014.52	1116812.00	1119985.35	-3173.35
TOTALS FOR OTHER BUILDINGS		84892.80	-84892.80	531000.00	535397.33	-4397.33
TOTALS FOR IT DATA PROCESSING		42145.86	-42145.86	412980.00	389960.50	23019.50
TOTALS FOR REGIONAL DEVELOPMENT AUTH				19795.00	19794.26	.74
TOTALS FOR ECONOMIC DEVELOPMENT		92172.19	-92172.19	423249.00	471371.72	-48122.72
TOTALS FOR ENGINEERING		187732.26	-187732.26	1414045.00	1391517.06	22527.94
TOTALS FOR FINANCIAL STABILIZATION	-162800.00	610013.00	-772813.00	2117826.00	610013.00	1507813.00
TOTALS FOR TRANS/REIMB		340359.40	-340359.40	1353000.00	1396378.70	-43378.70
TOTALS FOR CONTINGENCIES				2962116.00		2962116.00
TOTALS FOR SHERIFF LAW ENFORCEMENT		452774.12	-452774.12	3781357.00	3722266.34	59090.66
TOTALS FOR SHERIFF SVC OF PROCESS		5859.51	-5859.51	19512.00	17606.04	1905.96
TOTALS FOR REGIONAL JAIL	162800.00	257703.25	-94903.25	1537800.00	1507474.75	30325.25
TOTALS FOR HOMELAND SECURITY		35403.25	-35403.25	273360.00	233098.71	40261.29
TOTALS FOR COMMUNICATIONS CENTER		240962.92	-240962.92	1908251.00	1840281.99	67969.01
TOTALS FOR FIRE DEPARTMENTS		150000.00	-150000.00	595000.00	595000.00	
TOTALS FOR AMBULANCE AUTHORITY		426796.57	-426796.57	2223366.00	2506547.57	-283181.57
TOTALS FOR ANIMAL CONTROL		43416.58	-43416.58	328947.00	299184.26	29762.74
TOTALS FOR CENTRAL GARAGE		35107.50	-35107.50	254396.00	256812.14	-2416.14
TOTALS FOR LOCAL HEALTH DEPT		77400.00	-77400.00		77400.00	-77400.00
TOTALS FOR SOLID WASTE AUTHORITY				15600.00		15600.00
TOTALS FOR PARKS AND RECREATION		206987.98	-206987.98	595302.00	749331.28	-154029.28
TOTALS FOR ARTS AND HUMANITIES		2595.02	-2595.02	14749.00	15742.14	-993.14
TOTALS FOR HISTORICAL COMMISSION		3842.58	-3842.58	22964.00	23310.18	-346.18
TOTALS FOR VISITOR'S BUREAU		74875.59	-74875.59	382457.00	403553.64	-21096.64
TOTALS FOR LIBRARIES				330000.00	330000.00	
TOTALS FOR PUBLIC TRANSPORTATION				20000.00	20000.00	
TOTALS FOR EXPENDITURES	6543.00	4337086.03	-4330543.03	29627711.00	25286625.58	4341085.42
EXCESS OF REVENUE OVER EXPENDITURES FOR GENERAL FUND		-1751592.27	-1751592.27		-1023753.77	-1023753.77

OTHER ADJUSTMENTS TO FUND BALANCE

169504.26

FUND BALANCES - JULY 1
 FUND BALANCES - JUNE 30

5453076.12
 4598826.61

Orig Bud.
 less Act.

5005763

4898827

406,936



BR needed Decrease
 Beg. FB.

Fed grant 305,660 -
 need to corr G/L Bud 323 to

FEDERAL AWARDING AGENCY: NATIONAL HIGHWAY TRAFFIC SAFETY ADMINISTRATION (NHTSA) 322

STATE OF WEST VIRGINIA WV DEPARTMENT OF TRANSPORTATION DIVISION OF MOTOR VEHICLES WV HIGHWAY SAFETY PROGRAM GRANT AWARD		CFDA Number: N/A	P. O. Number: 18-06
		State OASIS Account Number 9007-2018-0802-13000-3285	
		Fiscal Year: 2018	Program Name: Highway Safety
		Grant Period: From: October 1, 2017 To: September 30, 2018	
F.E.I.N. 556-000-333	DUNS # 077-414-548	OHS Coordinator: Bob C. Tipton, Director	
Grantee Name/Address: Jefferson County Commission PO Box 250 Charles Town, WV 25414		Contact Information: bob.c.tipton@wv.gov	
		Federal Award Date: September 30, 2017	
		Grant Number: F18-HS-06-MASTER	

Project Description

Implement the Highway Safety grant program projects described in the attached grant awards and agreements.

Note that the aforementioned grant program projects are not Research and Development related.

TERMS AND CONDITIONS ARE ON FILE IN THE GOVERNOR'S HIGHWAY SAFETY PROGRAM OFFICE AND ARE AVAILABLE FOR INSPECTION.	Fed Funds Obligated	\$305,660.00
	Increase/Decrease	
	T/Fed Award Committed	\$305,660.00

Authorized Signature: Bobby C Tipton Date: 10/3/17
 Title: Director, WV Governor's Highway Safety Program

FEDERAL AWARDING AGENCY: NATIONAL HIGHWAY TRAFFIC SAFETY ADMINISTRATION (NHTSA)

**STATE OF WEST VIRGINIA
 WV DEPARTMENT OF TRANSPORTATION
 DIVISION OF MOTOR VEHICLES
 WV HIGHWAY SAFETY PROGRAM
 GRANT AWARD**

CFDA Number: 20.600	P. O. Number: 18-06
State OASIS Account Number 9007-2018-0802-13000-3285	
Fiscal Year: 2018	Program Name: Highway Safety

F.E.I.N.
556-000-333

DUNS #
077-414-548

Grant Period:
From: October 1, 2017
To: September 30, 2018

Grantee Name/Address:
 Jefferson County Commission
 PO Box 250
 Charles Town, WV 25414

OHS Coordinator: Bob C. Tipton, Director

Contact Information: bob.c.tipton@wv.gov

Federal Award Date: September 30, 2017

Grant Number: F18-HS-06-402

Project Description

Implement the 402 Safe Communities grant program project described in the attached agreement, funded as follows:

FAIN#	Amount
18X9204020WV15	0.00
18X9204020WV16	280,660.00
18X9204020WV17	0.00
69A37518300004020WV0	0.00

Note that the aforementioned grant program projects are not Research and Development related.

**TERMS AND CONDITIONS ARE ON FILE IN THE
 GOVERNOR'S HIGHWAY SAFETY PROGRAM
 OFFICE AND ARE AVAILABLE FOR INSPECTION.**

Fed Funds Obligated	\$280,660.00
Increase/Decrease	\$0.00
T/Fed Award Committed	\$280,660.00

Authorized Signature:

Bobby C Tipton Date: 10/3/17

Title:

Director, Governor's Highway Safety Program

FEDERAL AWARDING AGENCY: NATIONAL HIGHWAY TRAFFIC SAFETY ADMINISTRATION (NHTSA)

**STATE OF WEST VIRGINIA
WV DEPARTMENT OF TRANSPORTATION
DIVISION OF MOTOR VEHICLES
WV HIGHWAY SAFETY PROGRAM
GRANT AWARD**

CFDA Number: 20.616	P. O. Number: 18-06
State OASIS Account Number 9007-2018-0802-13000-3285	
Fiscal Year: 2018	Program Name: Highway Safety

F.E.I.N. 556-000-333	DUNS # 077-414-548
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Grant Period:
From: October 1, 2017
To: September 30, 2018

Grantee Name/Address:
Jefferson County Commission
PO Box 250
Charles Town, WV 25414

OHS Coordinator: Bob C. Tipton, Director
Contact Information: bob.c.tipton@wv.gov
Federal Award Date: September 30, 2017
Grant Number: F18-HS-06-405b

Project Description

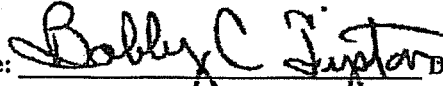
Implement the 405b Occupant Protection grant program project described in the attached agreement, funded as follows:

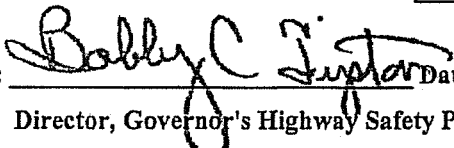
FAIN#	Amount
18X920405BWW15	0.00
18X920405BWW16	2,000.00
18X920405BWW17	0.00
69A3751830000405BWWL	0.00

Note that the aforementioned grant program projects are not Research and Development related.

TERMS AND CONDITIONS ARE ON FILE IN THE GOVERNOR'S HIGHWAY SAFETY PROGRAM OFFICE AND ARE AVAILABLE FOR INSPECTION.

Fed Funds Obligated	\$2,000.00
Increase/Decrease	\$0.00
T/Fed Award Committed	\$2,000.00

Authorized Signature:  **Date:** 10/3/17
Title: Director, Governor's Highway Safety Program

FEDERAL AWARDING AGENCY: NATIONAL HIGHWAY TRAFFIC SAFETY ADMINISTRATION (NHTSA)			
STATE OF WEST VIRGINIA WV DEPARTMENT OF TRANSPORTATION DIVISION OF MOTOR VEHICLES WV HIGHWAY SAFETY PROGRAM GRANT AWARD		CFDA Number:	P. O. Number:
		20.616	18-06
		State OASIS Account Number	
		9007-2018-0802-13000-3285	
		Fiscal Year:	Program Name:
		2018	Highway Safety
F.E.I.N.		DUNS #	Grant Period:
556-000-333		077-414-548	From: October 1, 2017
Grantee Name/Address: Jefferson County Commission PO Box 250 Charles Town, WV 25414			To: September 30, 2018
		OHS Coordinator: Bob C. Tipton, Director	
		Contact Information: bob.c.tipton@wv.gov	
		Federal Award Date: September 30, 2017	
		Grant Number: F18-HS-06-405c	
<u>Project Description</u>			
Implement the 405c Traffic Records grant program project described in the attached agreement, funded as follows:			
	FAIN#	Amount	
	18X920405CWV16	20,000.00	
	18X920405CWV17	0.00	
	69A3751830000405CWV0	0.00	
<i>Note that the aforementioned grant program projects are not Research and Development related.</i>			
TERMS AND CONDITIONS ARE ON FILE IN THE GOVERNOR'S HIGHWAY SAFETY PROGRAM OFFICE AND ARE AVAILABLE FOR INSPECTION.		Fed Funds Obligated	\$20,000.00
		Increase/Decrease	\$0.00
		T/Fed Award Committed	\$20,000.00
Authorized Signature:			
Title:	Director, Governor's Highway Safety Program		
		Date:	10/3/17

AGENDA REQUEST FORM
www.jeffersoncountywv.org



10-5-2017 agenda.

Name: Peter Dougherty (represented by Chief Jones)

Department or Organization: JCSO

Estimation of amount of time needed for appointment: 10 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):
New Hires
Balliffs
Grants
Transfer

Radios.
pat move
Jan 2nd
Unan approv.
Night
Peter move
Josh 2nd.
Unan approv.

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

I would like you to approve the hire of Christian Hockman and Robin Mahoney to fill existing deputy vacancies. They have successfully passed the pre-employment process and has been deemed eligible for consideration by the civil service commission. Start date would be on or after October 30, 2017.

I would like you to approve the hire of David Sayampanathan and Kathryn Demory to be added to the list of available Balliff/Trip Guards.

The Sheriff's Office is applying for two Homeland Security Grants. One for the purchase of radios and the second for the purchase of night vision goggles for the Special Response Team (SRT) and mobile license plate readers. These grants have gone through a preliminary approval process at the State level. They have indicated that if approved they would contribute \$165,000 to the project. (President's signature required)

I am requesting to transfer \$30,000 from 700-01-103 (Salaries) to 700-03-341 (Material and Supplies) to cover the matching funds required for the above grants.

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

YN
\$

for Grants - 25k are in Grant supplies.
Jane move - Unan approv.
pat. 2nd

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 Christian Hockman and Robin Mahoney for the position of Deputy.

I move to approve the hire of David Sayampanathan and Kathryn Demory as Balliff/Trip Guards.

I move to approve the grant application for the purchase of radios.

I move to approve the grant application for the purchase of night vision goggles and mobile license plate readers.

I move to approve the transfer of \$30,000 from Law Enforcement Salaries to their Material and Supply.

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

Award

FY18 BR

STATE OF WEST VIRGINIA Dept. of Military Affairs & Public Safety Homeland Security State Administrative Agency SUB-GRANT AWARD		CFDA Number: 97.067	OASIS - GRTAWD Document ID:
		State Sub-grant Number:	Federal Grant Number: EMW-2017-SS-00036-S01
Sub-Grantee Name & Address:	FEIN:	Sub-Grant Period: From: 10/1/17 To: 6/30/18	
	DUNS:		
	Major Program: HSGPLE		
	Program: LELIRP		
Zip Code: _____	Program Period: LE 2017		
<u>Project Notes</u>			
Implement the project described in the attached application.			
The attached application has been reviewed, and the proposed project and expenditures as described in the application fall within all guidelines which govern the Homeland Security Grant Program and sufficient funds do exist to make this award.			
I have reviewed this sub-grant award and the goals and objectives do fall within West Virginia's HS Strategy Goals and Objectives and the expenditures fall within the grant guidelines.			
Director, Homeland Security SAA: _____			
SAA Point of Contact Date: _____			
By signing and accepting this award the sub-grantee agrees to comply with all special conditions & assurances included in the application.		TOTAL AMOUNT OF: <u>\$80,000</u>	
Sub-grantee Authorized Official: _____		WV Homeland Security Advisor: _____	
Date: _____		Date: _____	

Michelle Gordon

From: Holsclaw, Edward A. <Edward.A.Holsclaw@wv.gov>
Sent: Thursday, October 19, 2017 8:30 AM
To: Deborah Lowe
Cc: Michelle Gordon
Subject: FY2017 Homeland Security Grant award - Jefferson County Commission \$80,000
Attachments: Award Document.doc

Please complete the **Yellow Sections** of the attached Award Document and mail the original award document to this office.

**Thank you,
Edward**

Edward A. Holsclaw, Jr.
WV Homeland Security SAA
WVDHSEM
1900 Kanawha Blvd., East
EB-80, Capitol Complex
Charleston, WV 25305
304-558-5380 (Phone)
Email: edward.a.holsclaw@wv.gov

Award

FY18 BR

STATE OF WEST VIRGINIA Dept. of Military Affairs & Public Safety Homeland Security State Administrative Agency SUB-GRANT AWARD		CFDA Number: 97.067	OASIS - GRTAWD Document ID:
		State Sub-grant Number:	Federal Grant Number: EMW-2017-SS-00036-S01
Sub-Grantee Name & Address: Zip Code: _____	FEIN: DUNS:	Sub-Grant Period: From: 10/1/17 To: 6/30/18	
	Major Program: HSGPLE		
	Program: LELLECE		
	Program Period: LE 2017		
<u>Project Notes</u>			
<p>Implement the project described in the attached application.</p> <p>The attached application has been reviewed, and the proposed project and expenditures as described in the application fall within all guidelines which govern the Homeland Security Grant Program and sufficient funds do exist to make this award.</p> <p>I have reviewed this sub-grant award and the goals and objectives do fall within West Virginia's HS Strategy Goals and Objectives and the expenditures fall within the grant guidelines.</p> <p style="text-align: right;">Director, Homeland Security SAA: _____ SAA Point of Contact Date: _____</p>			
By signing and accepting this award the sub-grantee agrees to comply with all special conditions & assurances included in the application.		TOTAL AMOUNT OF: <u>\$85,000</u>	
Sub-grantee Authorized Official: _____		WV Homeland Security Advisor: _____	
Date: _____		Date: _____	

Michelle Gordon

From: Holsclaw, Edward A. <Edward.A.Holsclaw@wv.gov>
Sent: Thursday, October 19, 2017 8:36 AM
To: Deborah Lowe
Cc: Michelle Gordon
Subject: FY2017 Homeland Security Grant award - Jefferson County Commission \$85,000
Attachments: Award Document.doc

Please complete the Yellow Sections of the attached Award Document and mail the original award document to this office.

**Thank you,
Edward**

Edward A. Holsclaw, Jr.
WV Homeland Security SAA
WVDHSEM
1900 Kanawha Blvd., East
EB-80, Capitol Complex
Charleston, WV 25305
304-558-5380 (Phone)
Email: edward.a.holsclaw@wv.gov

Application 105-17

WEST VIRGINIA Department of Transportation SHERIFF AND SHERIFFS TRAINING PROGRAM		Grant Application	
1. Applicant: <u>Jefferson County Commission</u> Address: <u>PO Box 250</u> <u>Charles Town WV 25414</u> Phone/Fax: <u>304-728-3284/304-725-7916</u>		5. Grant Funds Requested: \$ <u>85,000</u> Project Matching Funds (if any): \$ <u>20,260</u>	
2. Project Director: <u>Deborah Lows</u> Address: <u>102 Industrial Blvd</u> <u>Kearneysville, WV 25430</u> Phone/Fax: <u>304-728-3205/304-728-3299</u> Email: <u>dlows@jeffersoncountywv.gov</u>		6. Type of Agency <input type="checkbox"/> State <input type="checkbox"/> County <input type="checkbox"/> Municipality	
3. Fiscal Officer: <u>Michelle Gordon</u> Address: <u>PO Box 250</u> <u>Charles Town WV 25414</u> Phone/Fax: <u>304-724-8425/304-725-7916</u> Email: <u>mgordon@jeffersoncountywv.org</u>		7. Project Period: # of Months Needed to Complete: <u>12</u>	
4. <u>SAA Use Only:</u> Major Program: Program: Program Period:		8. National Incident Management System (NIMS) Does the agency comply with Executive Order 20-04 (Dec. 23, 2004)? <input type="checkbox"/> Yes <input type="checkbox"/> No Agencies must utilize NIMS in order to receive this grant. Contact Charles.W.Bennett@wv.gov or 304-558-5380 for information regarding NIMS.	
9. Project Title and Brief Description: <u>Jefferson County Equipment Grant</u> To purchase 3 mobile license plate readers to better aid the Sheriff's Office in finding vehicles of interest and 6 night vision goggles for the SRT team. <i>Pat Mowe</i> <i>10/2/17</i>			
10. Certification: To the best of my knowledge, the information contained in this application is true and correct. The submission thereof has been duly authorized by the governing body, and the applicant will comply with all of the attached Special Conditions and Assurances if the sub-grant is awarded. Authorized Official: <u>Peter Onoszko</u> Title: <u>Commission President</u> TYPED OR PRINTED NAME OF AGENCY HEAD Signature: _____ Date: _____			

Application 10-5-17

Jefferson County Sheriff Dept.

11:25:48 a.m. 09-28-2017

3/4

WEST VIRGINIA Department of Safety State Administration Agency HOMELAND SECURITY PROGRAM GRANT APPLICATION	
1. Applicant: <u>Jefferson County Commission</u> Address: <u>PO Box 250</u> <u>Charles Town WV 25414</u> Phone/Fax: <u>304-728-3284/304-725-7916</u>	5. Grant Funds Requested: \$ <u>80,000</u> Project Matching Funds (if any): \$ <u>25,527</u>
2. Project Director: <u>Deborah Lowe</u> Address: <u>102 Industrial Blvd</u> <u>Kearneysville WV 25430</u> Phone/Fax: <u>304-728-3205/304-728-3299</u> Email: <u>dlowe@jeffersoncountywv.org</u>	6. Type of Agency <input type="checkbox"/> State <input type="checkbox"/> County <input type="checkbox"/> Municipality
3. Fiscal Officer: <u>Michelle Gordon</u> Address: <u>PO Box 250</u> <u>Charles Town WV 25414</u> Phone/Fax: <u>304-724-8425/304-725-7916</u> Email: <u>mgordon@jeffersoncountywv.org</u>	7. Project Period: # of Months Needed to Complete: <u>12</u>
4. SA Use Only: Major Program: Program: Program Period:	8. National Incident Management System (NIMS) Does the agency comply with Executive Order 20-04 (Dec. 23, 2004)? <input type="checkbox"/> Yes <input type="checkbox"/> No Agencies must utilize NIMS in order to receive this grant. Contact Charles W. Bennett@wv.gov or 304-558-5380 for information regarding NIMS.
9. Project Title and Brief Description: <u>Jefferson County Radio Grant</u> To purchase 40 portable radios and 3 base stations <u>Pat. Moore</u> <u>Lane 2nd.</u>	
10. Certification: To the best of my knowledge, the information contained in this application is true and correct. The submission thereof has been duly authorized by the governing body, and the applicant will comply with all of the attached Special Conditions and Assurances if the sub-grant is awarded. Authorized Official: <u>Peter Onoszko</u> Title: <u>Commission President</u> TYPED OR PRINTED NAME OF AGENCY HEAD Signature: _____ Date: _____	

Budget Revisions

3047283299

Jefferson County Sheriff Dept.

10:19:08 a.m. 09-14-2017 1/2

AGENDA REQUEST FORM
www.jeffersoncountyva.org



9/21/2017 meeting
Bud. Revisions
Sheriff

cut one position in HIC 116
using officer to supervise
BR
BR

Name: Peter Dougherty.

Department or Organization: JCSD

Estimation of amount of time needed for appointment: 10 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): New Hire

Balliffs

Transfer

Notice of Sheriff Sale

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

I would like you to approve the hire of Kelsey Propps to fill an existing vacancy. She has successfully passed the pre-employment process and has been deemed eligible for consideration by the civil service commission. Tentative start date would be October 16, 2017.

I would like you to approve the hire of ^{Keith} Pierson and Earl Gill III to be added to the list of available Balliff/Trip Guards and Daryll Wimer who is already a Trip Guard to be added to the Balliffs list.

I would like approval to perform an internal transfer of \$9,000 from 716-01-106 (Insurance) to Capital Outlay for the purchase of an animal control vehicle.

Pat move Jane 2nd Josh absent 4 approve

I would also transfer \$20,000 from 716-01-103 (Salaries) to 716-03-341 (Material and Supplies) to cover the purchase of the bed insert for the vehicle.

Pat move Jane 2nd Josh absent 4 approve

The Sheriff's Office will be holding a sale of seized and forfeited items as well as any property that the county would like sold on October 27, 2017 at 5:00 p.m. in Maintenance Parking lot.

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 Kelsey Propps for the position of Deputy.

I move to approve the hire of ^{Keith} Pierson and Earl Gill III as Balliff/Trip Guards and the hire of Daryll Wimer as a Balliff.

I move to approve the transfer of \$9,000 from Animal Control Insurance to their Capital Outlay to aid in the purchase of an animal control vehicle.

I move to approve the transfer of \$20,000 from Animal Control Salaries to their Material and Supply for the purchase of an insert for the bed of the animal control vehicle.

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

If not attached, explain:

993
aw C/O Animal Ctrl Veh/Equip.
246-281-04 459-000 CP.000

SB588 H GO AM 3-31

Hubbard 3192

The Committee on Government Organization moved to amend the bill on page nine, section ten, line thirty-one, after the word "code" by inserting a comma and the words "\$1 to the county 911 center,"; and

~~Handwritten scribbles~~

On page nine, section ten, line thirty-two by striking the dollar sign and the numeral "3" and inserting in lieu thereof a dollar sign and the numeral "2".

Adopted

Rejected

FY18 Rev

Aug 338
Sept 437
Oct 363

Avg. $379/mo \times 12 = 4,551$

Bud. 4,000 for FY18

~~001.331.CS.000~~

001.346.CS.002

Emg Comm E 911

Set up FY 18 Budget

~~Handwritten scribbles~~

Schedule of Clerk's Fees to be Charged

Updated June 2017

Fees and Other Remittance	West Virginia State Code	§59-1-10 County Clerk's Fees	§59-1-10 (a) (8)					§5A-8-15 Public Record & Preservation	§29-26-6 Courthouse Improvement	§11-12 Marriage Licenses	§31-18 WV Housing Development Fund	§9A-10 (a)(4) Fund for Civil Legal Services	§48-2-702 Marriage Education Fund	Minimum Fee	§11-22-2 Property Transfer Stamp				§59-1-10(a)(7) Documents Over 5 Pages Each Additional Page	§5A-8-15 Preservation Over 9 pages Each Additional 10 pages
			With Consideration				Per \$1,000 Value								Property Transfer Stamp					
			WV Housing	Per \$1,000 Value		State									County					
				1A-13-31 Empty Jamfield Promotes	1.10 or 1.20 up to 3.30															
Deed *	§59-1-10 (a) (1)	12.00	5.00	1.00	2.00	2.00	1.00	3.00					26.00	20.00	2.20 **	2.20	1.10 or 1.20 up to 3.30	1.00	1.00	
Deed of Trust*	§59-1-10 (a) (1)	12.00	5.00	1.00	2.00	2.00	1.00	3.00					26.00					1.00	1.00	
Memorandum of Deed of Trust*	§59-1-10 (a) (1)	12.00	5.00	1.00	2.00	2.00	1.00	3.00					26.00					1.00	1.00	
Fixture Filing*	§59-1-10 (a) (1)	12.00	5.00	1.00	2.00	2.00	1.00	3.00					26.00					1.00	1.00	
Trustee Report - property residence of grantor 36-1-2A	§59-1-10 (a) (2)	20.00					1.00			20.00			41.00					1.00	1.00	
Plat or Map	§59-1-10 (a) (4)	10.00					1.00						11.00						1.00	
UCC Filings	§59-1-10 (a) (3)	10.00					1.00						11.00					1.00	1.00	
Miscellaneous:	§59-1-10 (a) (6)																			
Affidavit		5.00			2.50	2.50	1.00						11.00					1.00	1.00	
Affidavit of Ownership /Heirship		5.00			2.50	2.50	1.00						11.00					1.00	1.00	
Assignments		5.00			2.50	2.50	1.00						11.00					1.00	1.00	
Bill of Sale		5.00			2.50	2.50	1.00						11.00					1.00	1.00	
Certificate of Incorporation		5.00			2.50	2.50	1.00						11.00					1.00	1.00	
Execution		5.00			2.50	2.50	1.00						11.00					1.00	1.00	
Judgment		5.00			2.50	2.50	1.00						11.00					1.00	1.00	
Land Contract		5.00			2.50	2.50	1.00						11.00					1.00	1.00	
Lease		5.00			2.50	2.50	1.00						11.00					1.00	1.00	
Limited Partnership		5.00			2.50	2.50	1.00						11.00					1.00	1.00	
Lis-Pendens		5.00			2.50	2.50	1.00						11.00					1.00	1.00	
Living Trust		5.00			2.50	2.50	1.00						11.00					1.00	1.00	
Mechanics Lien		5.00			2.50	2.50	1.00						11.00					1.00	1.00	
Modification Agreement		5.00			2.50	2.50	1.00						11.00					1.00	1.00	
Orders (Court)		5.00			2.50	2.50	1.00						11.00					1.00	1.00	

REPORT DATE 10/25/2017
 SYSTEM DATE 10/25/2017
 FILES ID A

JEFFERSON COUNTY COMMISSION
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

PAGE 1
 TIME 14:30:39
 USER MCGORDON

AS OF 09/2017

ACCOUNT DESCRIPTION	C U R R E N T M O N T H			Y E A R - T O - D A T E		
	BUDGET	ACTUAL	UNDER BUDGET	BUDGET	ACTUAL	UNDER BUDGET
EXPENDITURES						
001-424-01-103-000-GG-000 CTHSE SALARY/WAGES		45241.16	-45241.16	580789.00	124343.20	456445.80
001-424-01-104-000-GG-000 CTHSE FICA EXPENSE		2689.66	-2689.66	36012.00	7383.27	28628.73
001-424-01-104-001-GG-000 CTHSE MEDICARE EXPENSE		629.06	-629.06	8429.00	1726.81	6702.19
001-424-01-105-000-GG-000 CTHSE GROUP INSURANCE		12875.99	-12875.99	152690.00	38627.97	114062.03
001-424-01-106-000-GG-000 CTHSE RETIREMENT		5030.68	-5030.68	63894.00	13875.50	50018.50
001-424-01-108-001-GG-000 CTHSE OVERTIME		492.25	-492.25	(A) 1797.39	1797.39	-1797.39
001-424-02-211-000-GG-000 CTHSE TELEPHONE		9271.41	-9271.41	120000.00	20685.79	99314.21
001-424-02-213-001-GG-000 CTHSE ELECTRICITY		3028.27	-3028.27	22000.00	5904.75	16095.25
001-424-02-213-002-GG-000 CTHSE FUEL OIL				8000.00		8000.00
001-424-02-213-003-GG-000 CTHSE WATER/SEWER		-45.89	45.89	1000.00	54.05	945.95
001-424-02-214-000-GG-000 CTHSE TRAVEL				1000.00		1000.00
001-424-02-215-000-GG-000 CTHSE MAINT/REPAIR-BLDG				10000.00		10000.00
001-424-02-216-000-GG-000 CTHSE MAINT/REPAIR EQUIP				8000.00	401.00	7599.00
001-424-02-220-000-GG-000 CTHSE ADS/LEGAL FEES				1000.00		1000.00
001-424-02-221-000-GG-000 CTHSE TRAINING & EDUCAT		297.00	-297.00	500.00	398.65	101.35
001-424-02-222-000-GG-000 CTHSE DUES/SUBSCRIPTIONS				500.00	203.34	296.66
001-424-02-223-000-GG-000 CTHSE PROFESSIONAL SVCS				5000.00		5000.00
001-424-02-230-000-GG-000 CTHSE CONTRACTED SERVICES		302.00	-302.00	7000.00	1020.33	5979.67
001-424-03-341-000-GG-000 CTHSE MATERIAL/SUPPLIES				6000.00		6000.00
001-424-03-345-000-GG-000 CTHSE - UNIFORMS		318.93	-318.93	1500.00	579.25	920.75
246-04-04-459-000-GG-000 C/L MAINT-EQUIP					20295.00	-20295.00
TOTALS FOR COURTHOUSE (MAINTENANCE)		80130.52	-80130.52	1033314.00	237296.30	796017.70
TOTALS FOR EXPENDITURES		80130.52	-80130.52	1033314.00	237296.30	796017.70
EXCESS OF REVENUE OVER EXPENDITURES FOR COURTHOUSE (MAINTENANCE)		-80130.52	80130.52	-1033314.00	-237296.30	796017.70
OTHER ADJUSTMENTS TO FUND BALANCE					0.00	
FUND BALANCES - JULY 1					0.00	
FUND BALANCES - SEPTEMBER 30					-237296.30	

Fun 246 OK 10

(A) - Spoke to Bill missed during
 FY18 Budget process. needs
 w/ 10K in OT & FICA, med.

REPORT DATE 10/25/2017
 SYSTEM DATE 10/25/2017
 FILES ID A

JEFFERSON COUNTY COMMISSION
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

PAGE 1
 TIME 14:35:54
 USER MOORDON

AS OF 06/2017

ACCOUNT DESCRIPTION	C U R R E N T M O N T H			Y E A R - T O - D A T E		
	BUDGET	ACTUAL	ACTUAL OVER/ UNDER BUDGET	BUDGET	ACTUAL	ACTUAL OVER/ UNDER BUDGET
REVENUES						
244-340-CS-001 RENT - ST HEALTH		1559.00	1559.00		18708.00	18708.00
244-340-CS-006 RENT - AMERICAN RED CROSS		306.00	306.00		3672.00	3672.00
TOTALS FOR CHARGES FOR SERVICES		1865.00	1865.00	①	22380.00	22380.00
244-365-II-000 INTEREST EARNED		5.61	5.61		152.78	152.78
TOTALS FOR INTEREST		5.61	5.61		152.78	152.78
TOTALS FOR REVENUES		1870.61	1870.61		22532.78	22532.78
EXPENDITURES						
244-425-02-213-001-CG-000 BARDANE CTR ELECTRICITY					45363.33	-45363.33
244-425-02-213-003-CG-000 BARDANE CTR WATER/SEWER		497.36	-497.36		7424.26	-7424.26
TOTALS FOR OTHER BUILDINGS		497.36	-497.36	②	52787.59	-52787.59
TOTALS FOR EXPENDITURES		497.36	-497.36		52787.59	-52787.59
EXCESS OF REVENUE OVER EXPENDITURES FOR BARDANE FUND		1373.25	1373.25		-30254.81	-30254.81
OTHER ADJUSTMENTS TO FUND BALANCE					0.00	
FUND BALANCES - JULY 1					37983.97	
FUND BALANCES - JUNE 30					7729.16	

Fund 244 is no longer self supporting. Transfer
 Rev & Exp to Gen Fund 001, Dept 425 as of
 7/1/2017 (FY18).

① 001.340.CS.006- BPHC Rents.

② Exp charged to Dept 425
 in the Gen. Fund now.

Michelle Gordon

From: Stephanie Grove
Sent: Wednesday, July 26, 2017 11:28 AM
To: Michelle Gordon
Subject: Reimbursement to Planning Commissioner for Legal Fees

Michelle,

At the July 6, 2017 meeting the County Commission approved the payment of legal fees and mileage in the amount of \$4617.48 to Steve Stolipher. This represents the amount that he expended defending himself against charges before the Ethics Commission, which charges were initiated by a citizen and arose from his official duties as a Planning Commissioner. Mr. Stolipher was exonerated of any wrong doing by the Ethics Commission. I have the itemized invoices from his attorney as well as the minutes where the payment was approved by the commission. My thoughts were that this payment would be appropriate to be paid out of the contingency fund since it was an unexpected expense, but wanted to check with you to see if you think there is a more appropriate funding source. I haven't submitted the request for payment to Vivian yet. Let me know what you think.

Thanks,

Stephanie

Stephanie F. Grove
County Administrator
County Commission of Jefferson County, WV
Post Office Box 250
124 East Washington Street
Charles Town, WV 25414
Office: (304) 728-3284
www.jeffersoncountywv.org

Cocomm Prof. Svcs 02223
Conting. for Emerg. 699.06.
675.001

Notice of Confidentiality:

The information contained in this email message is intended for the use of the individual or entity named above and may contain information that is privileged, confidential, exempt or protected from disclosure by law. If the reader of this message is not the intended recipient, you are hereby notified that any disclosure, dissemination, distribution, or copy of the communication is strictly prohibited. If you have received this message in error, please notify the sender immediately and destroy all content and attachments included with the original message.

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Michelle Gordon, Finance Director

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment: 10 minutes

Date Requested – 1st Choice: **October 19, 2017**

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

Date Requested – 2nd Choice:

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

- Review of FY2018 Budget to Actual as of 9/30/2017

Please provide the County Commission with a description of your request or presentation, including any background information:
Financials will be distributed at the meeting on 10-21-2017

Is this a funding request? Y/N No

If so, how much? \$ NA

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 NO Internet/Wi Fi Y/N NO Telephone for conference call Y/N NO

Contact information:

Email address:

Phone Number:

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Michelle Gordon, Finance Director

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment: 10 minutes

Date Requested – 1st Choice: **October 19, 2017**

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

Date Requested – 2nd Choice:

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

- Ambulance Fee Analysis-Continued

Please provide the County Commission with a description of your request or presentation, including any background information: Continue discussions on the rates for ambulance fee billings. Review an analysis of ambulance calls for service, expenditures based on usage, the cost of JCESA staffing needs, and potential ambulance fee rates.

Is this a funding request? Y/N No

If so, how much? \$ NA

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 NO Internet/Wi Fi Y/N NO Telephone for conference call Y/N NO

Contact information:

Email address:

Phone Number:

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable

NOTICE OF PUBLIC HEARING
COUNTY COMMISSION OF JEFFERSON COUNTY
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 Shepherdstown (09), Map 8, Parcel 8.1 – Rankin Properties, LLC. The property is currently zoned Residential Growth and a request has been made by the property owner to change to the General Commercial zoning category.

Previously scheduled for October 19, 2017, the hearing will be held on Thursday, November 2, 2017, at 1:30 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



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
DATE: October 11, 2017
RE: Planning Commission Recommendation regarding Rankin Properties, LLC.
(File # Z17-03) Zoning Map Amendment Request

On Thursday, September 21, 2017, the Jefferson County Commission was presented with a petition for a Zoning Map Amendment by Paul J. Raco Consulting for Rankin Properties, LLC. for a 3.56 acre property located at the NW corner of the intersection of Alternate WV 45/Potomac Farms Road and WV 480/Kearneysville Pike (Shepherdstown (09) Tax District; Map 8; Parcel 8.1) to rezone the property from Residential Growth (RG) to General Commercial (GC). A Public Hearing has been scheduled on this rezoning request for Thursday, October 19, 2017 at 1:30 PM. At the September 21st meeting, the County Commission, in accordance with WV Code 8A and the Jefferson County Zoning Ordinance Article 12, referred the petition to the Planning Commission for their review and recommendation as to whether the proposed amendment is consistent with the adopted Comprehensive Plan.

On Tuesday, October 10, 2017 at the Jefferson County Planning Commission meeting, the Planning Commission heard a presentation regarding the Zoning Map Amendment (#Z17-03) petition by the applicant's consultants. Additionally, a staff report was presented which identified relevant portions of the *Envision Jefferson 2035 Comprehensive Plan* for the Planning Commission's consideration and review. This staff report is attached to this memo for the County Commission's information and consideration.

The Planning Commission found, with a 7-0 vote, that the proposed Zoning Map Amendment from Residential Growth to General Commercial is **consistent** with the *Envision Jefferson 2035 Comprehensive Plan*. It is located within the Shepherdstown Proposed Growth Area in the *Envision Jefferson 2035 Comprehensive Plan* and is proposed for a mixed residential/commercial development on the Future Land Use Guide.

Attachment:

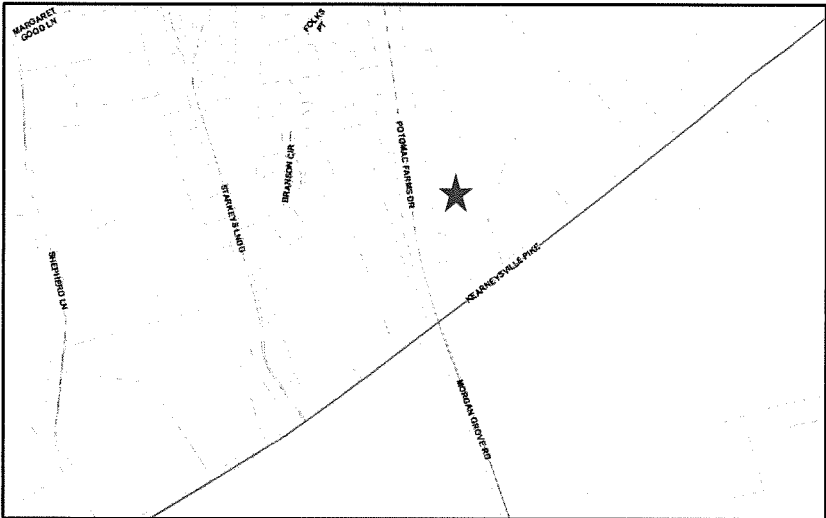
- *Staff Report -- Zoning Map Amendment Z17-03 for 10/19/17 County Commission Meeting*

STAFF REPORT

Jefferson County Commission Meeting

October 19, 2017

Item # 4 Planning Commission review and recommendation to the County Commission regarding whether the petition for a Zoning Map Amendment request by property owner Rankin Properties, LLC located at the NW corner of Kearneysville Pike and Potomac Farm Drive is consistent with the *Envision Jefferson 2035 Comprehensive Plan*. This 3.56 acre property is currently zoned Residential-Growth (RG), and the applicant is requesting General Commercial (GC) zoning

APPLICANT/OWNER:	Rankin Properties, LLC		
DEVELOPER:	N/A		
APPLICANT REPRESENTATIVE:	P.J. Raco Consulting, LLC Paul J. Raco		
PROPERTY LOCATION:	The property is located at the NW corner of Alternate Route 45/Potomac Farms Road and Kearneysville Pike/Route 480.		
LEGAL DESCRIPTION:	<p>Tax District: Shepherdstown (09), Map: 8, Parcel: 8.1 Zoning Map Designation: Residential Growth</p> 		
SURROUNDING PROPERTIES:	North: Residential Growth	South: Rural	West: Residential Growth
LOT AREA:	3.56 acres		
DEVELOPMENT HISTORY:	The subject parcel is currently vacant		
PROPOSED REQUEST	To rezone from Residential Growth (RG) to General Commercial (GC).		
PLANNING COMMISSION RESPONSIBILITY:	To advise the County Commission as to whether the requested Zoning Map Amendment is consistent with the <i>Envision Jefferson 2035 Comprehensive Plan</i> .		
STAFF FINDING:	In this report, Staff presents the various factors related to this property based on the Comprehensive Plan. Staff finds that the request is consistent with the <i>Envision Jefferson 2035 Comprehensive Plan</i> .		

STAFF REPORT

Jefferson County Commission Meeting

October 19, 2017

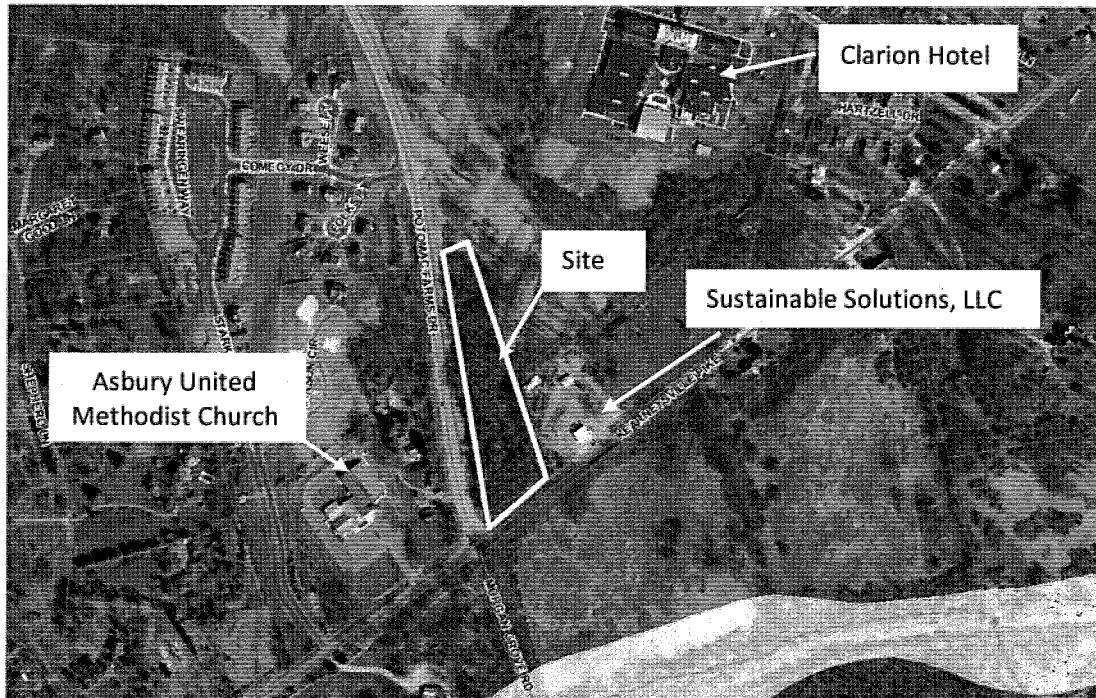
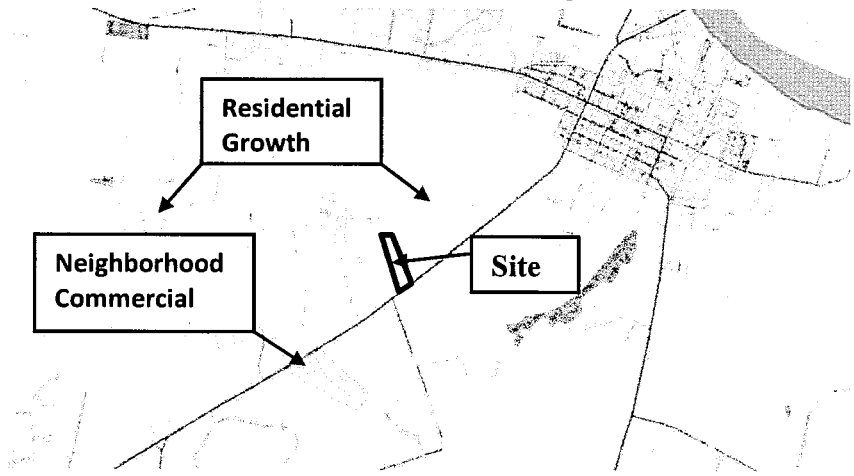
Applicant's Request

The applicant's request is to have the 3.56 acre parcel located at the NW Corner of the intersection of Alternate WV 45/Potomac Farms and WV 480/Kearneysville Pike rezoned from Residential Growth (RG) to General Commercial (GC). The applicant believes that the construction of Alternate 45/Potomac Farms Road, which provides access to this lot, and the residential and commercial development west and southwest of Shepherdstown, would support the development of commercial uses at this intersection.

Background and Context for Subject Property

The applicant's property sits on 3.56 acres of wooded vacant land. This property was previously approved for a 24,640 square foot two-story commercial building to accommodate offices and retail space through a Conditional Use Permit, which has subsequently expired. No development has occurred on the site.

All of the parcels that are immediately adjacent to the subject parcels are zoned Residential Growth and are occupied by residential and/or commercial uses. The property northeast of the parcel subject to this request has an approved Conditional Use Permit for a business known as Sustainable Solutions. The Asbury United Methodist Church is approximately 320 feet to the southwest across Alternate WV 45.



STAFF REPORT

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Statutory Authority and Requirements

The West Virginia State Code, Section 8A-7-9, and Article 12 of the Jefferson County Zoning and Land Development Ordinance detail the process by which boundaries of zoning districts may be amended in response to a petition of 50% or more of the property owners. On September 21, 2017, the applicant presented their zoning map amendment petition to the County Commission. The County Commission scheduled the required Public Hearing for October 19, 2017 and referred the application to the Planning Commission for their recommendation.

Both WV Code and the Zoning Ordinance state that before amending the Zoning Ordinance text or map, “the governing body, with the advice of the Planning Commission, must find that the amendment is consistent with the adopted Comprehensive Plan”, or if it is inconsistent, “then the governing body with the advice of the Planning Commission, must find that there have been major changes of an economic, physical or social nature within the area involved, which were not anticipated when the comprehensive plan was adopted and those changes have substantially altered the basic characteristics of the area[See WVC 8A-7-9(c)].”

The Zoning Ordinance further states that the applicant should include discussion of any change of transportation characteristics and neighborhood from when the original zoning was established for the Planning Commission to take into consideration. This information is included in the application.

Scope of this Assessment

Due to the requirements noted above, this report focuses on whether or not the Zoning Map Amendment application is consistent with the *Envision Jefferson 2035 Comprehensive Plan* and provides a staff recommendation for the Planning Commission’s consideration based on relevant sections and elements of the *Plan*. Staff’s professional recommendation is that the request is consistent with the *Envision Jefferson 2035 Comprehensive Plan* because of its location within the County-designated Preferred Growth Area in the immediate vicinity of Shepherdstown and its designation on the Future Land Use Guide as Future Mixed Use Residential/Commercial Land Use. The Planning Commission is required to provide the County Commission with their advice as to whether they also make this finding prior to the County Commission’s Public Hearing. It should be noted that Staff has no statutory authority to make decisions in this regard. The County Commission, with the recommendation of the Planning Commission, has the only authority to approve or deny a zoning map amendment request.

Relevant *Envision Jefferson 2035 Comprehensive Plan* Elements and Commentary

The *Envision Jefferson 2035 Comprehensive Plan* consists of both goals and recommendations in text format as well as a Future Land Use Guide, both of which are relevant to this analysis. Page number references throughout this report relate to the *Envision Jefferson 2035 Comprehensive Plan*.

A. Land Use and Growth Management Element: Shepherdstown Preferred Growth Area (PGA)

One of the key concepts that the Land Use and Growth Management Element of the *2035 Plan* addresses is how to better influence the location of new development within Jefferson County. As the cost of providing services and utilities increases, many communities similar to Jefferson County have come to the realization that it is more sensible to identify specific areas that can handle development and growth, and to focus infrastructure and community service investments in these areas. In Jefferson County, there are four area types that are identified as part of *Envision Jefferson 2035 Plan* (pp.16-17).

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Jefferson County Commission Meeting

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The land use area types include Urban Growth Boundaries (UGB) and Preferred Growth Areas (PGA), which are the sections of Jefferson County where urban scale development is to be targeted over the planning horizon of the *2035 Plan*; and Rural/Agricultural Areas and Villages, where limited development is possible but is not intended for urban-scale development. (p. 17)

In 2014, Shepherdstown adopted a Growth Management Boundary (GMB), which meets the WV code definition of a UGB and which is planned to have growth around the existing core of Shepherdstown and less intense development at the edges of the GMB. While this larger growth and annexation area is recommended in the Shepherdstown 2014 Comprehensive Plan, the *Envision Jefferson 2035 Comprehensive Plan* recognizes a smaller PGA to the southwest of the Shepherdstown core and the existing County zoning if it remains in the unincorporated area. (p.19)

The *Envision Jefferson 2035 Comprehensive Plan* states that the Shepherdstown PGA is “defined predominately by existing residential and commercial development, existing zoning, and access to water and sewer services. It encompasses an area broadly described as properties on either side of WV 45 past the west end of Old Martinsburg Road to Venice Way and to the south along the west side of WV 480 including land on either side of Potomac Farms Road. This area is included within Shepherdstown’s Growth Management Boundary (GMB) and is the primary area outside of Shepherdstown that this Plan anticipates developing at an urban level even if it remains in the unincorporated area.” (pp. 20-21)

The property included in this petition is inside the boundaries of the *2035 Plan*’s Shepherdstown PGA and therefore intended for eventual urban-level development intensity. If this rezoning is approved, the applicant is encouraged to coordinate and collaborate with the Corporation of Shepherdstown to determine when public water and wastewater treatment may be available so this property can develop to the anticipated urban-level intensity.

B. Future Land Use Guide/Shepherdstown PGA Map

The property which is a part of this Zoning Map Amendment request is shown on the Future Land Use Guide and the Shepherdstown Preferred Growth Area Map (shown below; p. 220) as Future Mixed Use Residential/Commercial.

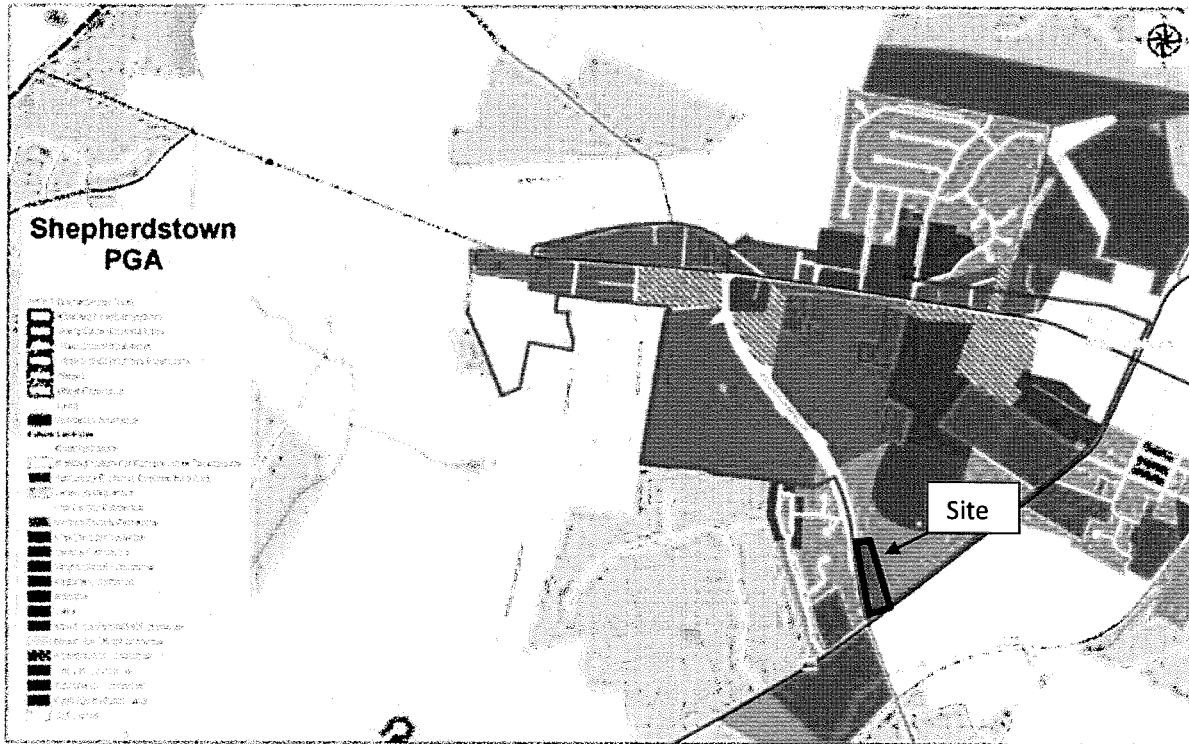
Appendix G of the *Envision Jefferson 2035 Comprehensive Plan* provides a detailed explanation of the Land Use Map Classifications utilized on the Existing Land Use Map and Future Land Use Guide which are intended to provide guidance to the Planning and County Commissions when considering owner-initiated zoning map amendments (rezoning requests). It further notes that while some of the land use classifications may require new zoning categories, the land uses were not intended to be a comprehensive list of possible zoning districts. (p. 235)

Appendix G states that the intent of the Mixed Use Residential/ Commercial land use category is to reflect areas which are intended to support the mixing of residential and commercial uses. The Plan states that this land use classification should result in the creation of a new zoning district that would permit this activity, with a mandatory mix of uses to be determined through the zoning text amendment process. The only zoning district which currently exists and requires such a mix is the Planned Neighborhood Development (PND) District. (pp. 237)

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The property that is included in this rezoning request was incorporated into the Shepherdstown Preferred Growth Area based on the relationship to the road network and potential public water and wastewater service areas. The recommended Mixed Use Residential/ Commercial land use category reflected a previously approved Conditional Use Permit, the location at a major intersection of two state roads, controlled access to a four lane highway and the potential to provide services to the existing and/or approved residential in the area. While rezoning to the requested General Commercial does not create a mixed residential/commercial use development on this 3.56 acre parcel, it does permit the development of a commercial or office development which will complement and be integrated with adjoining residential developments in this quadrant of the PGA.

C. Proposed Zoning District – General Commercial (GC):

The General Commercial (GC) Zoning District (Section 5.12) was a part of the commercial zoning districts approved by the County Commission in May 2014. The purpose of this district is to provide for general destination business uses, which provide a broad range of commercial products and services necessary for large regions. The uses in this district may be characterized by medium-to-large buildings (including retail stores of up to 100,000 square feet of gross floor area for an individual building as per the definition of Retail Store, Large in the ordinance), more intensive commercial activity, and more vehicular traffic than would be permitted for uses in the Neighborhood Commercial District, which is the zoning of the Morgan Grove Market property nearby.

This zoning category is intended for use on properties in locations where the appropriate land use category is designated on the future land use map (and related text) in the *Envision Jefferson 2035 Comprehensive Plan*. The GC District includes numerous Principal Permitted and Conditional Uses listed in Appendix C (attached). Residential uses are not permitted in the GC zoning category. The

STAFF REPORT

Jefferson County Commission Meeting

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Principal Permitted uses include numerous Institutional Uses, some Industrial Uses, commercial uses and agricultural uses.

As noted previously, the parcel included in this proposal is inside the boundaries of the *2035 Plan's* Shepherdstown PGA and shown for a mixture of commercial and residential uses. While General Commercial can develop structures that are fairly large, the limited size of this property and the relationship to the four-lane road and multiple existing and/or approved residential developments should allow a commercial development that is compatible with the intent of the *Envision Jefferson 2035 Comprehensive Plan*.

Staff Recommendation

Staff finds the proposed rezoning is **consistent** with the *Envision Jefferson 2035 Comprehensive Plan*. It is located within the identified Shepherdstown Preferred Growth Area in the *Envision Jefferson 2035 Plan* and is proposed for a mixture of residential and commercial development on the Future Land Use Guide. The applicant has indicated the intent to integrate the proposed commercial development with existing and approved future residential development on adjoining properties and in the surrounding area.

Planning Commission Action Required

Article 12 of the Zoning Ordinance and the relevant sections of WV 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 is 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 October 19, 2017 at 1:30 PM. Therefore, the Planning Commission is required to review this application and make a recommendation to the County Commission prior to this Hearing.

Attachments:

- Portion of Appendix C – General Commercial District

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Rankin Properties, LLC, Christopher Rankin (Paul J Raco will attend meeting)

Department or Organization:

Estimation of amount of time needed for appointment: 15 minutes

Date Requested – 1st Choice: **September 21, 2017**

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

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): Map Amendment Request for Rankin Properties, LLC,. 3.56 acre Parcel identified as District 9, Map 8, Parcel 8.1 for purposes of Scheduling of Public Hearing and Referral to Planning Commission for Advice on Consistency of the Request with the Comprehensive Plan.

Please provide the County Commission with a description of your request or presentation, including any background information:
Request for a Rezoning/Map Amendment that is Consistent with the Envision Jefferson 2035 Comprehensive Plan for Rankin Properties, LLC.

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*):
Move to Accept the Request and Schedule a Public Hearing pursuant to the State Code at 1:30 p.m. on October 19, 2017 (or November 2, 2017) and Refer the proposal to the Planning Commission for advice on the application's consistency with the Jefferson County Comprehensive Plan.

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

Is equipment needed? Projector Y/N USB Drive Internet/WI FI Y/N No Telephone for conference call Y/N No

Contact information: Paul J Raco, P.J. Raco Consulting, LLC

Email address: pjraco.consulting@gmail.com

Phone Number: 304/676-8256

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable



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: Rankin Properties, LLC
 Mailing Address: 99 Maddex Square, Shepherdstown, WV 25443
 Phone Number: c/o 304/676-8256 Email: _____

Applicant contact information

Name: Christopher Rankin and Paul J Raco
 Mailing Address: Above and Below
 Phone Number: _____ Email: _____

Applicant representative

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

Physical property details

Physical Address: Route 45 Connector Road/Potomac Farms Road NW Corner at Route 480 Intersection
 City: Shepherdstown State: WV Zip Code: 25443
 Tax District: 9 Map No: 8 Parcel No: 8.1
 Parcel Size: 3.56 +/- Acres Deed Book: 1015 Page No: 89

Current Zoning District (please check one)

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

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 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 checked="" 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.

Map Amendment from Residential Growth to General Commercial as supported by the Envision Jefferson 2035 Comprehensive Plan.

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

No, I prefer to present the petition

**REQUEST FOR MAP AMENDMENT/Rezoning
Rankin Properties LLC
District 9, Map 8, Parcel 8.1
September 13, 2017**

Property Owner and Applicant:

Rankin Properties, LLC
Christopher Rankin
99 Maddex Square
Shepherdstown, WV 25443

Request:

Amend the Zoning Map for this 3.56 Acre Parcel Based on its Consistency with the Envision Jefferson 2035 Comprehensive Plan. Currently, the property is Zoned for Residential Growth and this Map Amendment is for General Commercial.

Section of Ordinance:

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

A Map Amendment is defined as: "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 request is consistent and very much compatible with the 2015 Jefferson County Comprehensive Plan (Envision Jefferson 2035). This Plan was adopted recently and places this property in the Preferred Growth Area and the Future Land Use Guide identifies this property as a commercial and/or residential property. The plan's applicable recommendations are explained in this narrative.
2. The subject property is within the Shepherdstown Preferred Growth Area and Growth Boundary (UBG per Code). As such, the Comprehensive Plan supports Urban Level Growth in and around this property.

3. Central Water and Sewer services are available in this neighborhood.
4. Since the Zoning Ordinance was adopted in 1988, there have been several significant changes in the neighborhood. The most notable change was the construction of the Connector Road which functions as a bypass around Shepherdstown. This road is adjacent to the Applicant's property and the DOH has constructed an entrance on the Connector Route to serve the property directly. Other changes in the neighborhood include the development of the Maddex Commercial Area (Food Lion, etc.); the construction of the Clarion Conference Hotel and National Training Center; the enhancement to the entrance to the western campus of Shepherd University; the rezoning of the Lowe property located on the other end of the connector road; and, the development of the Colonial Hills Subdivision in this neighborhood. These and other changes are described in this narrative.
5. Since the Zoning Ordinance was adopted in 1988, there has also been a significant change in Transportation Characteristics including the construction of the Connector Route that this property accesses.
6. Current Zoning, Residential Growth, would allow for a dense apartment complex. As such, the map amendment to General Commercial will not have a negative impact in the neighborhood.

Tax Parcel Information:

Shepherdstown Tax District, Map 8, Parcel 8.1

Deed Book Reference:

Deed Book 1015 at Page 89

Sketch Plat:

Attached

Tract Size:

Approximately 3.56 Acres

Ordinance Required Discussion on:

The compatibility of the proposed change with the Jefferson County Comprehensive Plan; and,
The change of transportation characteristics and neighborhood from when the original zoning ordinance was adopted in 1988.

A. Comprehensive Plan Compatibility

Among the many recommendations in the 2015, Envision Jefferson 2035 Jefferson County Comprehensive Plan, the following sections address items pertinent to this map amendment.

As found on 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 the Shepherdstown PGAs. The attached map shows the Shepherdstown 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. As common with communities that have just adopted a new Comprehensive Plan, there will be many ordinance amendments and map amendments processed in order for the map and ordinances to better reflect the new Plan. In this case, both the 2004 Plan and the new 2015 Plan show this property within the Growth Area around Shepherdstown. The new Envision Jefferson 2035 Plan is more specific in that it shows this property within the Preferred Growth Area and specifically identifies the property for Commercial and/or Residential Development.

A main difference between the new Comprehensive Plan and the previous versions of the Plans completed in the 80s, 90s, and 00s, this Plan has a Future Land Use Guide (Map) that specifically delineates properties for future uses and map amendments. The subject property is properly located on the Future Land Use map (Guide) as Commercial or Residential in this 2015 Plan. The property is now zoned for Residential Growth including apartments and the Applicant would like to expand the capabilities of the property to allow commercial opportunities. As shown on this guide, this requested change is consistent with the Future Land Use Guide. As described in other sections of this document, the residential development in the neighborhood around Shepherdstown (particularly Colonial Hills is this immediate neighborhood) will need some commercial development to provide services and to provide an increased tax base to supplement the residential tax base provided by the subdivisions in the area.

The Comprehensive Plan's maps and guides continue to show that this property is read for future development, especially commercial development due to its location. 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.

In this case, the subject property is both in an Urban Growth Boundary (UGB, as defined by the Code) and the Preferred Growth Area (PGA). Therefore, pursuant to the Comprehensive Plan, this location is prime for development since it is in both of these designated areas, along with the fact that the property fronts on the Route 45 Connector Route and is close to both commercial development and residential subdivisions.

The most definitive section of the Envision Jefferson 2035 that supports this map amendment is found on Page 20:

"a. Shepherdstown PGA (an area located south and west of Shepherdstown)

This PGA is defined predominately by existing residential and commercial development, existing zoning, and access to water and sewer services. It encompasses an area broadly described as properties on either side of WV 45 past the west end of Old Martinsburg Road to Venice Way and to the south along the west side of WV 480 including land on either side of Potomac Farms Road. This area is included within Shepherdstown's Growth Management Boundary (GMB) and is the primary area outside of

Shepherdstown that this Plan anticipates developing at an urban level even if it remains in the unincorporated area. (Emphasis Added)

It is clear that this section specifically recognizes the subject property as one of the primary properties that is slated for Urban Level Growth. Furthermore, it cannot be over developed since it is a narrow, 3.56 acre parcel. It is ideal for a small professional office or commercial center that will serve the immediate residential area. This type of project will provide for services, while keeping traffic to a minimum. It should provide an area that will be walkable from the Colonial Hills Residential Subdivision.

Finally, 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)

And on Page 70: 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.”

Based on these portions of the Envision Jefferson 2035 Comprehensive Plan, the Future Land Use Guide, the Future Development Area Map, and the Shepherdstown PGA Map and the Shepherdstown Growth Boundary (GMB/UGB), this map amendment is consistent and compatible with the Plan. The Consistency with, and Compatibility to the existing Comprehensive Plan and the Future Land Use Guide are the two most important criteria to be used for a Map Amendment.

B. Shepherdstown UGB/GMB, Shepherdstown PGA and Future Land Use Guide

The subject property is located squarely in the core of the all the Growth Areas around Shepherdstown. It is also shown on the Future Land Use Guide (Map, Attached) as Commercial and/or Residential. As there is much planned residential in this neighborhood, the rezoning of this property pursuant to the Future Land Use Guide, will allow needed commercial services to support this residential. The PGA UGM/GMB and Future Land Use Guide are thoroughly discussed in A above. The maps are included in this application.

Based on the location of this property within these areas, 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. As stated above, these maps and guides that are a Part of the Comprehensive Plan are the primary resources to be utilized by the Commission to approve a Map Amendment.

C. Sewer and Water

This property is within the Shepherdstown Water and Sewer Service area and is part of the reason that this area has been included within the Growth Areas and designated as commercial on the Future Land Use Map. Colonial Hills Subdivision is also served by Shepherdstown Water and Sewer. Any development on this property will be responsible for the extension of any utilities to the property. As the Comprehensive Plan points out in many sections, Urban Level Growth should be directed into the areas served by central sewer and water. Accordingly, the Plan supports this Map Amendment based on the availability of utilities in this area.

As addressed below, the Shepherdstown Wastewater Treatment Plant has just undergone a tremendous quantity expansion and quality renovation.

D. Change of Neighborhood

It is important to point out that the Zoning Ordinance requires a discussion of the changes in an area since the original Zoning Ordinance was adopted in 1988. Some of these neighborhood changes are recent and others were completed years ago.

The neighborhood has undergone significant changes since the zoning ordinance was adopted. In 1988, the Shepherdstown Wastewater Treatment Plant was nearing capacity and that is probably one of the reasons that more land wasn't zoned for residential or commercial uses at that time. That Shepherdstown Treatment Facility has recently completed a major upgrade and can now support additional growth. Another huge change in the neighborhood very specific to the subject property is that the Route 45 Connector Road (Potomac Farms Drive) bisected the property in 2000/2001. The subject 3.56 acre portion of the property is on the northwest corner (Shepherdstown) side of Potomac Farms Drive's intersection with Route 480.

This property is referred to as one of the properties on 'either side of Potomac Farms Drive' which is slated for development in the Plan. This change will be further discussed in the Change of Transportation Characteristics' part of the petition. Finally, the neighborhood has added a considerable number of residential units in several subdivisions including Maddex, Kensington, Tollhouse Woods and Colonial Hills. Along with this residential growth, other commercial areas have also developed since 1988, leaving a deficit of available commercial land in and around the growth areas of the County.

The following are changes in the neighborhood that would specifically support the requested change from Residential Growth to the General Commercial District:

1. Availability of Public Utilities and Services:

Public Water and Sewer is now available in this neighborhood. Furthermore, the recent Wastewater Treatment Plan expansion has increased its capacity to sustain additional growth in the Growth Area Boundaries. The availability of the capacity is a change for this neighborhood since 1988. As stated earlier, one of the Comprehensive Plan's primary objectives is to funnel growth into areas already served by existing infrastructure such as sewer and water:

'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.' (Page 27)

The allowance of growth in this area because of both the sewer and water and location within the aforementioned UGB/GMA and PGA is also supported by Recommendation 5a found on Page 30:

"Direct new urban level residential developments to locate in preferred areas within the municipalities, UGBs, PGAs, or Villages where water and sewer services are available." (Emphasis added)

In this case, any needed construction of these services on the property will be paid for by the owner. There would be no unreasonable costs to the community, since the additional utility customers would allow the Town to keep the rates stabilized.

Regarding schools, the property is already zoned for high density residential growth. Therefore, the map amendment will only provide for a lessened impact on the schools, since the addition of the commercial component would reduce the number of residential units permitted.

2. Growth in the Area:

Several large residential projects have been completely developed in this area that would benefit from the additional commercial growth that would be permitted with this map amendment. Four of these, Colonial Hills, Tollhouse Woods, Kensington Townhouses and Maddex Subdivision (near the northwest end of Potomac Farms Road), are residential developments that are approved with a considerable number of residential units. Colonial Hills has just started to develop units again and expect substantial growth in the next couple of years. While the Maddex development has a small amount of commercial services available to the residents in the Maddex Subdivision, Colonial Hills, Tollhouse Woods and Kensington Townhouses are approved mostly as residential developments. As these subdivisions build out, they will most certainly need nearby commercial services available to their residents. Due to the limited area of Shepherdstown and the traffic congestion and parking problems within the town, it is imperative that some commercial services be made available to the residents outside of town. Otherwise, the town will only be surrounded by residential development. Furthermore, these new commercial services should not have a negative impact on the businesses within the Central Business District of Shepherdstown, because of the unique collection of eclectic shops that are already in town. As exhibited in other growth areas around small historic town centers, these types of shops continue to be utilized by both residents and tourists.

The other significant development in the area that was built after the zoning ordinance was adopted is the Clarion Conference Hotel and National Training Center. This hotel and conference center hosts many guests and conferences and provides other governmental office space. The people attending these functions will also be able to utilize the commercial services on this property. A participant at the facility would have the ability to walk to both this property and downtown Shepherdstown for commercial services.

The primary area that is zoned for commercial uses in the Shepherdstown Growth area has mostly been developed. The original zoning map only allowed for limited areas for commercial development in the Shepherdstown Growth Area. These areas were zoned for the Mixed-Use District. Most of that commercial area was the Maddex Farm area that is now almost entirely developed for commercial uses. Therefore, it is vital to change some of the residential land into the general commercial district. Otherwise, commercial growth in the Shepherdstown Growth Area will not be able to meet the demands of the residential properties in that growth area. This map amendment is a perfect opportunity to take some property slated for residential use and allow it to develop commercially. It will also provide for some limited commercial development in the area to serve the residential developments in the area.

Most recently, the changes in neighborhood include the conversion of the old service station (just two properties north of the subject property) to a commercial operation called Sustainable Solutions. Also, the rezoning of the former Henry's Restaurant was approved for a mixed used development of commercial and residential uses. The concept plan for that property was recently approved by the County.

Finally, the owner of this property also owns Christian Caine, a Jewelry Designer in Jefferson County for the past 25 years. They are currently located in the Maddex Square Shopping Center and are strongly considering a move to this property if the map amendment is approved. If the business does not move, similar types of limited uses are contemplated for this site that will be subject to setbacks and buffering requirements.

E. Change of Transportation Characteristics:

Please note that this property is already zoned Residential Growth. As such, there should be little significant difference in traffic from this property if it is rezoned to General Commercial. As a matter of fact, it should provide for less traffic than if this property developed into a permitted apartment complex. Additionally, a small-scale commercial and/or office center would have a more favorable outcome regarding traffic since some of the local residents could utilize the commercial services available if the property is rezoned. The major change to this area from a transportation standpoint was when Potomac Farms Drive (Alternate Route 45) was constructed through the Applicant's property. The State left an area for an entrance into the Applicant's property. This would allow the property to develop into a commercial operation using the road and will still obtain DOH approval for any of the entrances onto the State roads. The size and shape of the property should provide an opportunity to plan a small neighborhood commercial and/or office center that can serve the area. The construction of the connector route was to provide for alternative traffic patterns to alleviate congestion within Shepherdstown. A small commercial center on this property will accomplish that goal.

The addition of this connector road (functionally a bypass), along with the expanded entrance into the western campus of Shepherd University, has considerably changed the transportation characteristics of the expanded neighborhood. These two improvements have allowed traffic to bypass Shepherdstown to keep pass through traffic away from the more congested areas of town. The addition of commercial services in the western and southwestern areas of Shepherdstown should further reduce commercial traffic in the downtown area of Shepherdstown, without negatively affecting the unique collection of shops in town.

business enhancement in Jefferson County; and, the changes in the neighborhood from when the original zoning ordinance was adopted, all support the requested map amendment. The requested rezoning will change this property's zoning designation from the Residential Growth District to the General Commercial District. Thank you for the Commission's consideration of the request.



Owner

September 12, 2017

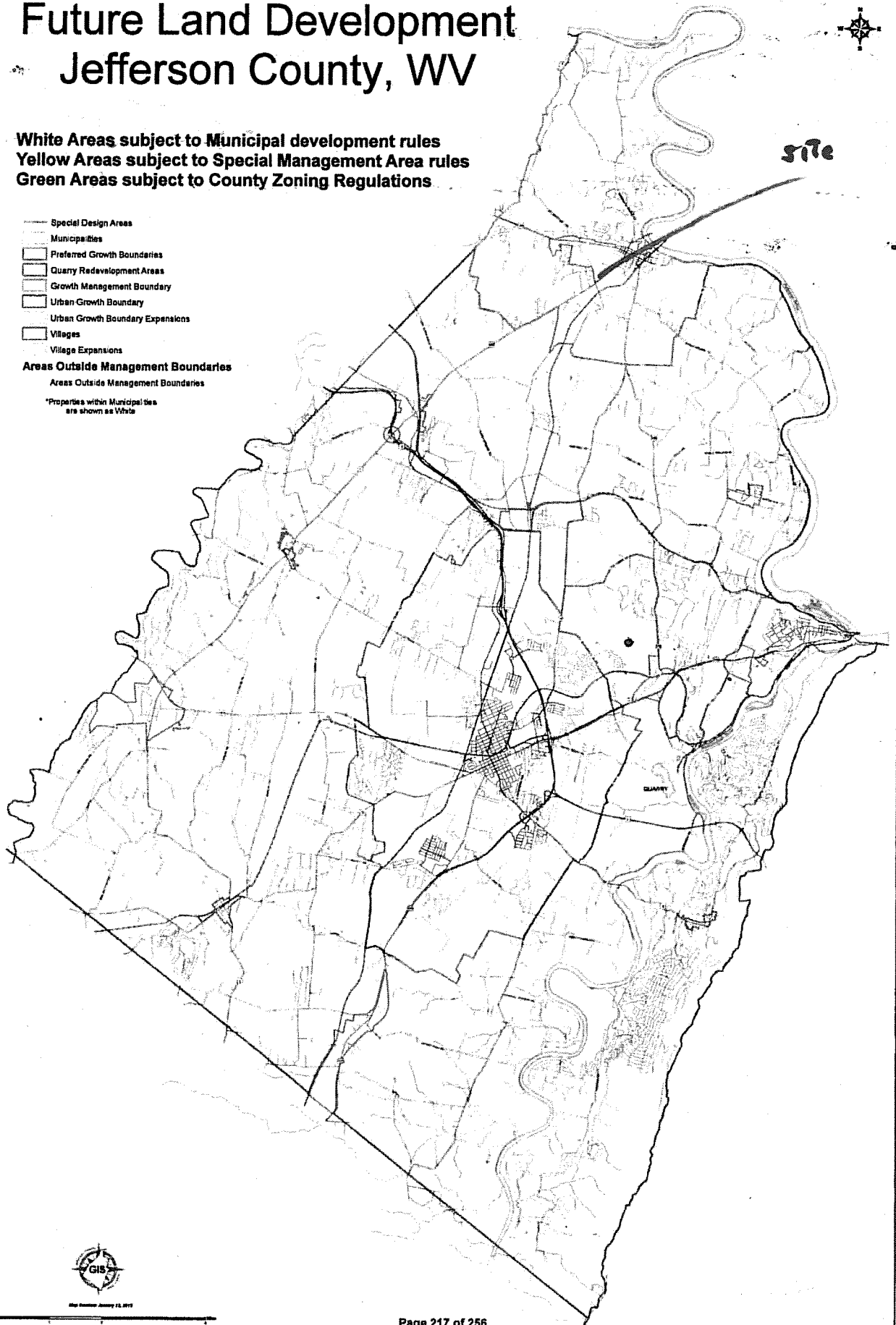
Date

Christopher Rankin
Rankin Properties, LLC

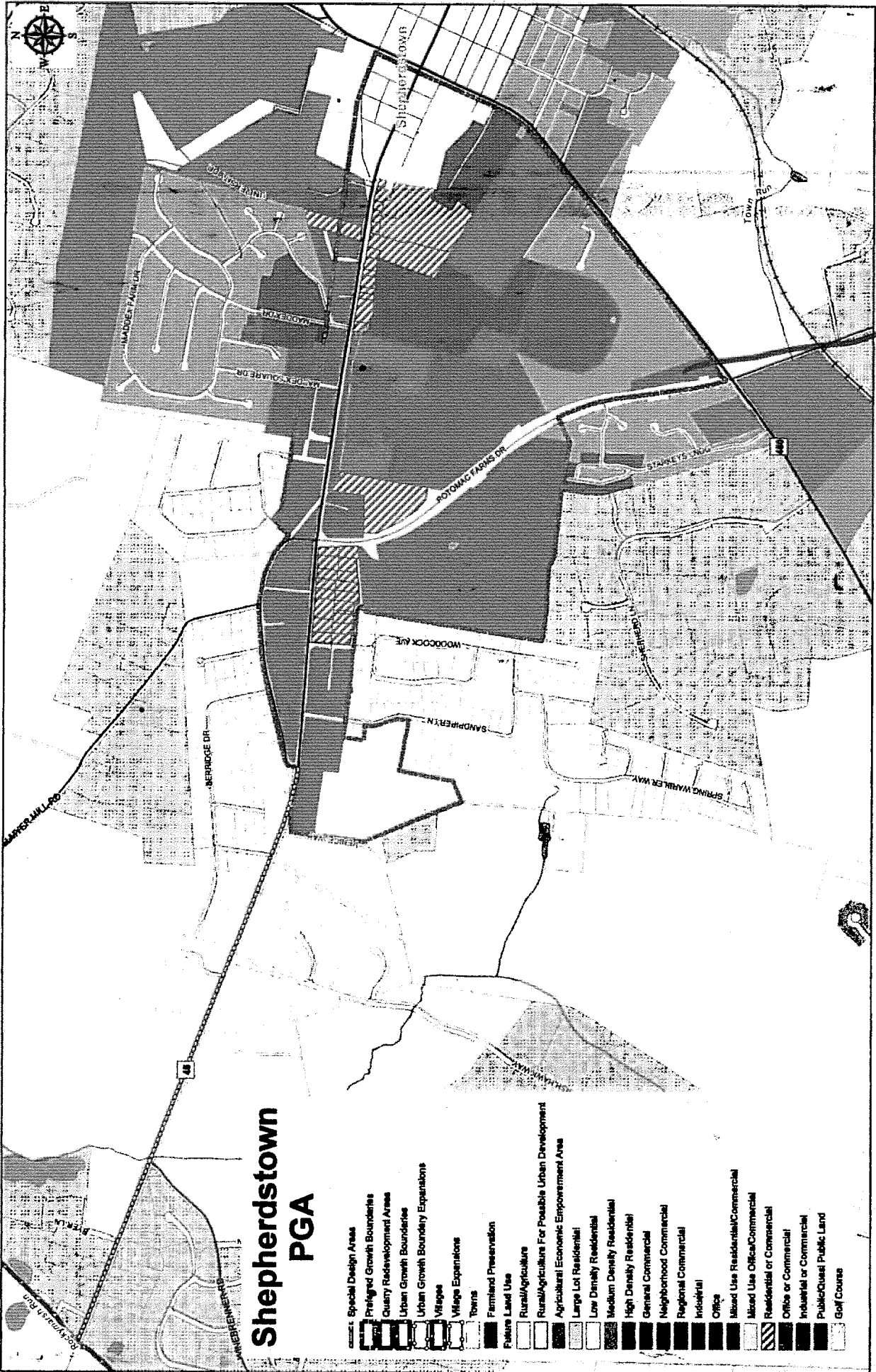
Future Land Development Jefferson County, WV

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

- Special Design Areas
 - 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 Number: January 13, 2012



Shepherdstown PGA

- Special Design Areas
- Prefixed Growth Boundaries
- County Redevelopment Areas
- Urban Growth Boundaries
- Urban Growth Boundary Expansions
- Village
- Village Expansions
- Towns
- Farmland 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

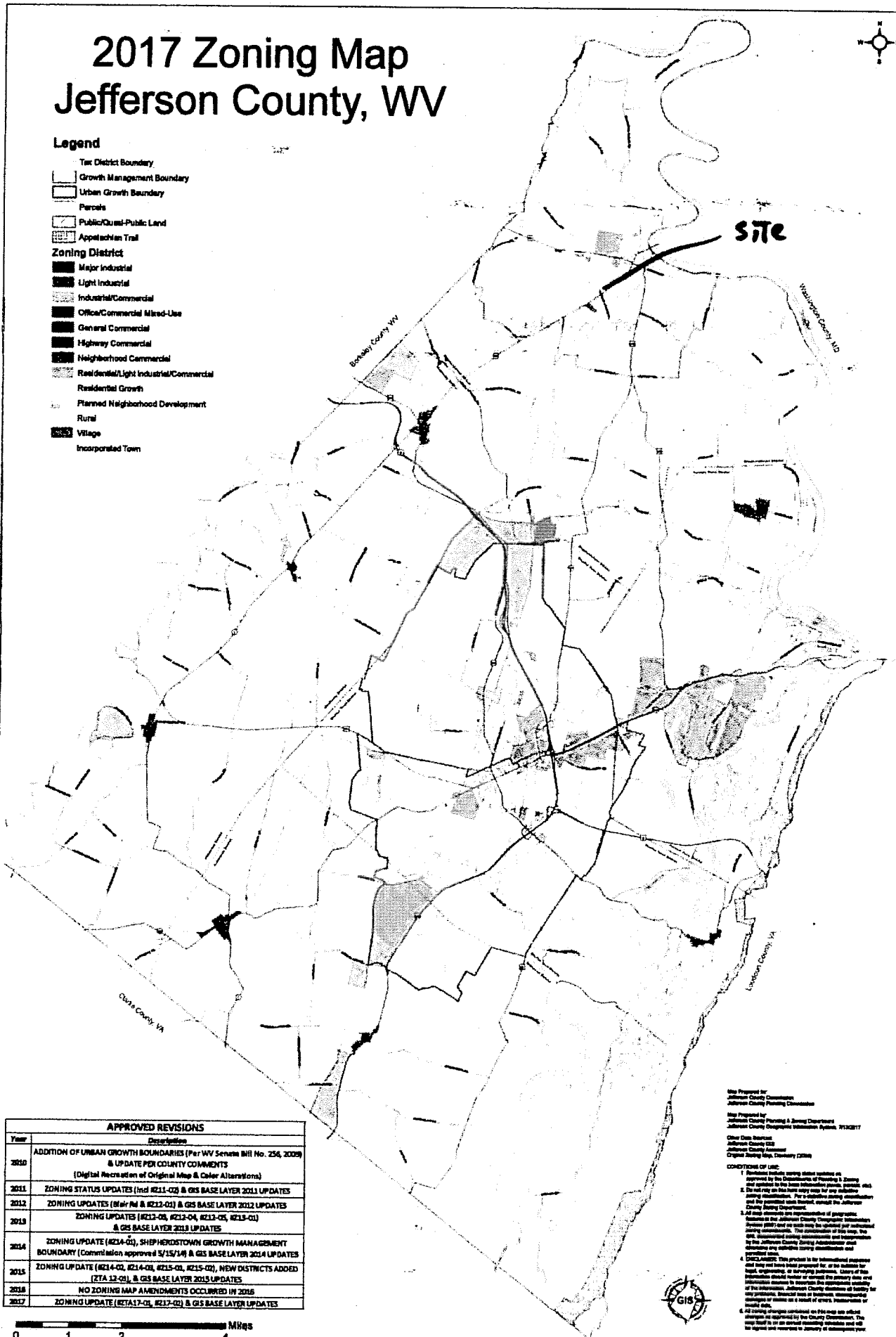
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2017 Zoning Map Jefferson County, WV

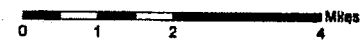


Legend

- Tax District Boundary
- Growth Management Boundary
- Urban Growth Boundary
- Parcels
- Public/Quasi-Public Land
- Appalachian Trail
- Zoning District**
- Major Industrial
- Light Industrial
- Industrial/Commercial
- Office/Commercial Mixed-Use
- General Commercial
- Highway Commercial
- Neighborhood Commercial
- Residential/Light Industrial/Commercial
- Residential Growth
- Planned Neighborhood Development
- Rural
- Village
- Incorporated Town



APPROVED REVISIONS	
Year	Description
	ADDITION OF URBAN GROWTH BOUNDARIES (Per WV Senate Bill No. 256, 2009) & UPDATE FOR COUNTY COMMENTS (Digital Recreation of Original Map & Color Alterations)
2010	ZONING STATUS UPDATES (incl. RZ11-02) & GIS BASE LAYER 2011 UPDATES
2012	ZONING UPDATES (incl. RZ11-02, RZ12-01) & GIS BASE LAYER 2012 UPDATES
2013	ZONING UPDATES (RZ13-01, RZ13-02, RZ13-03) & GIS BASE LAYER 2013 UPDATES
2014	ZONING UPDATE (RZ14-01), SHEPHERDSTOWN GROWTH MANAGEMENT BOUNDARY (Commission approved 5/15/14) & GIS BASE LAYER 2014 UPDATES
2015	ZONING UPDATE (RZ14-01, RZ14-02, RZ15-01, RZ15-02), NEW DISTRICTS ADDED (ZTA 12-01), & GIS BASE LAYER 2015 UPDATES
2016	NO ZONING MAP AMENDMENTS OCCURRED IN 2016
2017	ZONING UPDATE (RZ17-01, RZ17-02) & GIS BASE LAYER UPDATES



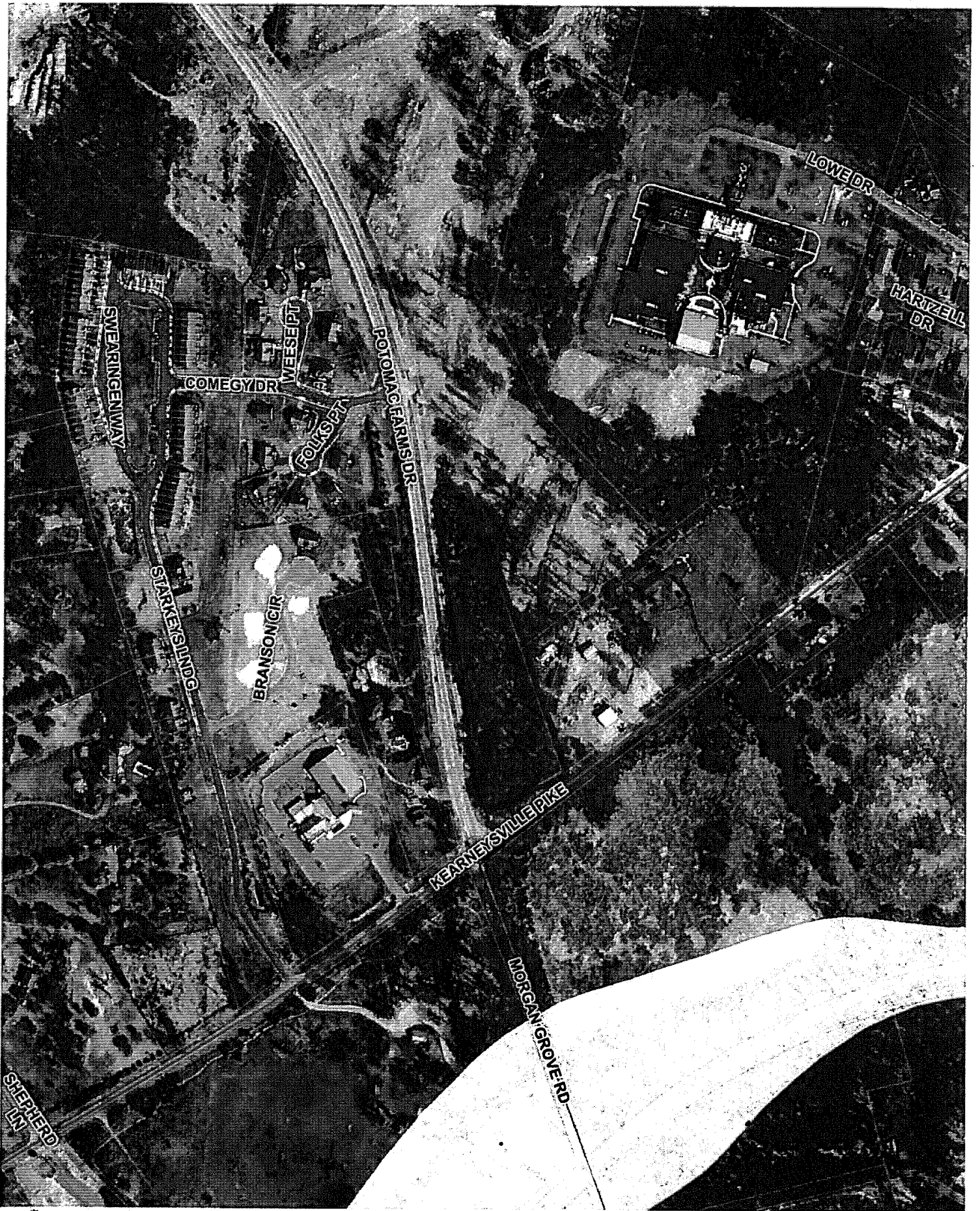
Map Prepared for:
Jefferson County Planning & Zoning Commission

Map Prepared by:
Jefferson County Planning & Zoning Commission
Jefferson County Geographic Information System, 9132817

Other City Sources:
Jefferson County GIS
Jefferson County Assessor
Original Zoning Map, December (2016)

- CONDITIONS OF USE:**
1. This map is not a legal document and should not be used to determine the legal status of any property. It is for informational purposes only.
 2. The user may not use this map for any other purpose without the express written consent of the Jefferson County Planning & Zoning Commission.
 3. All data is provided as a representation of geographic information. The Jefferson County Geographic Information System (GIS) and its data are not intended for use in any legal proceeding. The user assumes all liability for any errors or omissions in the data. The Jefferson County Planning & Zoning Commission and its staff are not responsible for any errors or omissions in the data.
 4. **DISCLAIMER:** This product is for informational purposes and may not be used for any other purpose. Users of this map are advised that the Jefferson County Planning & Zoning Commission and its staff are not responsible for any errors or omissions in the data. The user assumes all liability for any errors or omissions in the data.
 5. All zoning changes contained on this map are subject to change and are subject to the County Commission. The user shall be responsible for monitoring zoning changes and all other zoning and planning information.





SWEARINGEN WAY

STARKENS LINDG

COMEGY DR

BRANSON CIR

WEESE PT

FOLKIS PT

POTOMAC FARMS DR

KEARNEYSVILLE PIKE

MORGAN GROVER DR

LOWE DR

HARZELL DR

SHERHERD LN



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BRANSON CIR

STARKEYS LNDG

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MORGAN GROVE RD

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FALLING SPRINGS RD

SHEPHERD LN

09001300260003

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SIR



**JEFFERSON COUNTY
COMMISSION OFFICES
WILL BE CLOSED ON
FRIDAY NOVEMBER 10TH,
2017 IN OBSERVANCE OF
VETERANS DAY**



**JEFFERSON COUNTY
COMMISSION OFFICES
WILL BE CLOSED ON
THURSDAY NOVEMBER
23rd AND FRIDAY,
NOVEMBER 24TH, 2017 IN
OBSERVANCE OF THE
THANKSGIVING HOLIDAY**

Jefferson County

Public Service District

Jefferson County Public Service District Regular Board Meeting September 5, 2017

The monthly meeting of the Jefferson County Public Service District was held at 7:00PM on Tuesday, September 5, 2017 in the meeting room at the Districts office in Kearneysville. Those in attendance included: Chairman, William Strider; Secretary, Richard Weese (speakerphone); Treasurer, Roger Forshee; General Manager, April Shultz; Office Administrator, Ashley Stottlemeyer; Operations Manager, Joseph Freeze; from Bowles Rice, Tyler Mayhew; from Thrasher Engineering, Dan Ferrell, and liaison for the County Commission, Commissioner Josh Compton.

CALL TO ORDER

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

Approval of agenda

The agenda was unanimously approved with no changes.

OLD BUSINESS

Review Minutes of August 7 regular board meeting

The minutes of the August 7, 2017 regular board meeting were approved as presented.

Action: Motion made by Mr. Strider and seconded by Mr. Forshee to accept the August 7, 2017 regular board meeting minutes as presented. Unanimously approved.

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

The District will have to collect \$24,500 before the September disbursements for sewer can be paid and will need to collect \$10,700 to cover the previous disbursements for water.

Action: No action required by the Board.

Update from Royal Vendors on Silver levels

Don Korrell from Royal Vendors updated the Board. They started using a new chemical supplier in September to see if this has any effect on the Silver results. Mr. Korrell stated the August results came back similar to July and he will submit another sample to both labs. District staff filed the modification for the permit which is now in the 30 day public comment period until October 6th. Mr. Korrell informed the Board that Royal Vendors will cover the costs for the modification.

Action: No action required by the Board.

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

Mrs. Shultz stated that staff and professionals are continuing to work on the administrative duties for the project. She informed the Board that Thrasher has submitted the remaining invoices for the project for all work completed up to this point. Thrasher has agreed that if the project doesn't move forward they will arrange for a payment plan with the District since this money would usually be paid with project financing.

Action: No action required by the Board.

NEW BUSINESS

Consider amendment to bioxide contract with Evoqua

John Macpherson from Evoqua presented to the Board an amendment to the existing five year contract they currently have with the District. Mr. Macpherson has reworked the contract to allow the District to pay for the gallons used rather than a minimum 20,000 gallons per year as originally agreed upon with a savings of an estimated \$8,600 per year. Since the District only used 12,402 gallons instead of the minimum quantity of 20,000 in the first year, Evoqua has also agreed to settle the surcharge for a one-time payment of \$3,000 rather than the \$12,270.77 surcharge balance.

Motion: Motion made by Mr. Strider and seconded by Mr. Weese to approve the amended bioxide contract with Evoqua.

Mr. Forshee requested the Board look in to alternative options other than bioxide. He would like the Board to look into this further before making a decision.

The motion was approved 2-1. Mr. Forshee opposed.

Consider changing date of October 2nd board meeting

Mrs. Shultz will be out of town for the October 2nd meeting due to her father having surgery so she requested the Board change the board meeting to the following week. The Board agreed to move the meeting to Wednesday, October 11th at 7pm.

Action: Motion made by Mr. Strider and seconded by Mr. Forshee to move the October 2nd regular board meeting to October 11th at 7pm. Unanimously approved.

Update on Status of Current Public Service Commission Cases

• Jefferson County Commission PSC Case No. CCA Jefferson 17A – Last month the Board approved Mr. Rodecker to represent the District for intervention in the case.

Action: No action required by the Board.

Discussion of any expenses over budget for the year

There were no items over budget for the year.

Action: No action required by the Board.

Disbursements

Action: Motion made by Mr. Forshee and seconded by Mr. Strider to approve disbursements for the Public Service District water expenses in the amount of \$8,336.02. Unanimously approved.

Action: Motion made by Mr. Forshee and seconded by Mr. Strider to approve disbursements for Public Service District sewer expenses in the amount of \$223,250.86. Unanimously approved.

Approve transfer of \$5,256.28 from the New Sewer Security Deposit account to the Sewer Operating account for security deposit refunds

Action: Motion made by Mr. Forshee and seconded by Mr. Strider to approve transfer of \$5,256.28 from the New Sewer Security Deposit account to the Sewer Operating account for security deposit refunds. Unanimously approved.

Approve transfer of \$1,691.30 from the Renewal and Replacement account to the Sewer Operating account for repairs at Pump Station 3-6

Action: Motion made by Mr. Forshee and seconded by Mr. Strider to approve transfer of \$1,691.30 from the Renewal and Replacement account to the Sewer Operating account for repairs at Pump Station 3-6. Unanimously approved.

Approve transfer of \$91.29 from the Water Security Deposit account to the Water Operating account for security deposit refunds

Action: Motion made by Mr. Forshee and seconded by Mr. Strider to approve transfer of \$91.29 from the Water Security Deposit account to the Water Operating account for security deposit refunds. Unanimously approved.

General Manager's Report

Mrs. Shultz informed the Board that the District received a violation for Glen Haven for the Radiological testing as discussed at last month's Board meeting. Staff will be hand delivering the notification to each customer at the water system. Mrs. Shultz reaffirmed the drinking water was safe to drink.

Mr. Forshee questioned the specifications for pump station 3-7 and if a generator is required as listed in those documents. Mr. Ferrell from Thrasher informed him that the State does not require generators at pump stations as long as some sort of back-up system is in place whether it be a generator or Godwin pump that is currently installed.

Action: Motion made by Mr. Forshee to send DEP a letter requesting a review of the current backup system at pump station 3-7 and if it is acceptable. Motion failed due to a lack of a second.

Other staff reports

Mr. Forshee would like to visit the well site on the Mountain that is deeded to the District.

Mr. Forshee also requested staff contact Ms. Arnett at the Charles Town Utility Board and verify there is plenty of capacity left in the transmission lines used by the District that flow to the Charles Town treatment plant per an EDU tracking sheet that is updated monthly by District staff that displays 82 remaining.

Mr. Forshee requested staff to look into the water loss report provided in the monthly billing report to verify the % of water loss each month for the water systems.

Action: No action required by the Board.

Correspondence

None.

Public Comment

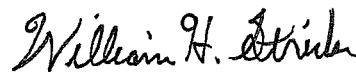
Jacquelyn Milliron expressed her concerns with the bioxide and suggested the District look into other alternatives. She also commented on the 2004, 2006, and 2011 backups in Breckenridge due to the malfunctions with the Godwin pump in her opinion. Mrs. Milliron believed this pump station should have a backup generator rather than the Godwin pump and this should be investigated by WV DEP. She stated that if DEP agreed with the Godwin then she would stand down from this issue. Mrs. Milliron also wanted to remind the Board of the Title 150 Sewer Rules and to be more proactive for the consumers.

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

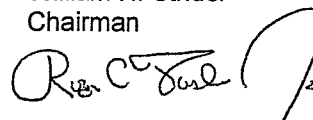
There being no further business at this time, the meeting was adjourned at 8:05PM.

The next regular meeting is scheduled for Wednesday, October 11, 2017 at 7:00pm at 340 Edmond Road, Suite A at the Districts office in Kearneysville.

Respectfully Submitted,



William H. Strider
Chairman



Roger C. Forshee Jr.
Treasurer

Received

OCT 25 2017

Jefferson County Commission

Bob Arrington

1224 Christian St.

Philadelphia, PA, 19147

October 23, 2017

Hello, Jefferson County Commissioners,

I am writing to you as a West Virginian who has an interest in our statehood history, particularly the Confederate history, which has largely been ignored by our historians.

I am writing to you about the recent controversy over your courthouse plaque. I first became aware of the plaque through James Loewen's book "Lies Across America, What Our Historic Sites Get Wrong". In it Mr. Loewen stated that "the only memory of Civil War soldiers at the Charles Town, West Virginia, courthouse is a pro-Confederate plaque the UDC affixed in 1986." I wrote to Mr. Loewen after reading that, and I told him the reason the only memory of the war is a Confederate plaque is because there were almost no Union soldiers from Jefferson County. He was unaware of this, as many people are who only know the cartoonish history of our state. As historian Scott A. Mackenzie has recently written-

"While hundreds of Jeffersonians joined Confederate service within weeks of Virginia's secession, no federal soldiers came from the county. After the war, the State of West Virginia accredited a mere twenty-six enlistees from the entire war to Jefferson County. Yet none of them lived there."¹

Sometimes in certain contexts the actual absence of a memorial gives a false impression, as in West Virginia's monuments at Gettysburg. There are four Union monuments. One is to a battery that actually came from Ohio, Battery C, though people touring Gettysburg would think these men were from West Virginia.² In actuality, the vast majority of West Virginians in that battle were in the Confederate army. The absence of a Confederate monument from West Virginia actually contributes to a false history regarding our state. A similar situation exists at Vicksburg, Mississippi, where a monument to the 4th West Virginia Infantry is actually a monument to Ohio soldiers, who mostly made up that regiment. The likeness of Azra B. Goodspeed, of Athens, Ohio, sits atop that monument.³

Confederate monuments in West Virginia have a meaning that they have in no other state, so are particularly important. That meaning, as Jefferson Countians should know, relates to the violation of West Virginians' right to self-determination. The creation of the state was basically a back-room deal between Wheeling and the Federal government. Eight counties never voted on anything Wheeling proposed, and of the 79,515 voters in the 50 counties that made up the new state, only 18,408 voters approved statehood on October 14, 1861.

The monuments at the state capitol are a case in point. The statue of Stonewall represents, to me, the rights of West Virginians that were trampled upon by Pierpont's government. The monument to the militia is a particularly phony monument, as the militia was considered "...wholly without benefit, and the truth of this impression has been confirmed and rendered the more palpable by the experience of

the late war... ", as Gov. Boreman stated in his 1867 address to the legislature.⁴ The monument to the Union soldiers is also a false monument in that it states that 32,000 West Virginians entered Federal service. In fact it was only about 20,000, with an equal number of West Virginians entering Confederate service.⁵ According to Whitelaw Reid, Ohio alone "contributed large parts of five regiments credited to the West Virginia contingent..." of Union soldiers.⁶

Whether or not you decide to keep the plaque on the courthouse is up to you, of course. But I think it is important for the sake of history that people are not misled into a wishful, "corrected" history of our state, and that some reminder of West Virginia's mistreatment at the hands of Pierpont's government be publicly addressed, or else we will end up with James Loewen's version of a politically corrected and false history.

Sincerely,



Bob Arrington

¹ Mackenzie, Scott A., "Voting with Their Arms, Civil War Military Enlistments and the Formation of West Virginia, 1861–1865", *Ohio Valley History*, Vol. 17, No. 2, Summer, 2017, pg. 35

² Andrews, Martin R. (ed.), "History of Marietta and Washington County, Ohio, and Representative Citizens, Volume One", Bibliographical Publ. Co., Chicago, 1902, pg. 581

² Reid, Whitelaw, "Ohio in the War, Her Statesmen, Generals and Soldiers", The Robert Clarke Company, 1895, Vol. 2, pg. 919

⁴ "Journal of the Senate of the State of West Virginia, for the Fifth Session, Commencing January 15, 1867", Wheeling, 1867, pg. 12

⁵ Snell, Mark A., "West Virginia and the Civil War", History Press, 2011, pg. 28

⁶ Reid, Whitelaw, "Ohio in the War, Her Statesmen, Generals and Soldiers", The Robert Clarke Company, 1895, Vol. 2, pg. 3

Stephanie Grove

From: Holly <holly.korzilius@gmail.com>
Sent: Wednesday, October 25, 2017 8:58 PM
To: Stephanie Grove
Subject: Removal of Courthouse Civil War Soldier Plaque

I would like to join my friend and community member, Christy Huddle, and go on record supporting the removal of the plaque placed on our courthouse over 30 years ago that memorializes the soldiers who died trying to defend the institution of slavery. There can be no defense of an institution that brought misery to so many human beings.

The plaque should be placed in a less prominent location AND should be accompanied by an explanation of why it was installed during the 1980s, shortly after Martin Luther King, Jr Day was started. The accompanying context information should include why the Civil War was fought, how many Union soldiers were killed, how many African-Americans were held in slavery (by state), and an explanation of all the laws and customs that were created to prevent African-Americans from living as "equal" as whites in Jefferson County since the Civil War ended. The accompanying information should also include all the measures the County Commission has adopted to ensure African-Americans can enjoy equal rights.

The size of the font used in the accompanying information should be at least 14 pt and displayed next to the infamous plaque so it can be read in its entirety.

Holly Korzilius
55 General Gregg Ct
Harpers Ferry, WV 25425

Stephanie Grove

From: Christy <huddlec@yahoo.com>
Sent: Wednesday, October 25, 2017 7:46 PM
To: Stephanie Grove
Subject: The Infamous Plaque

Whoops. Sent it to Ms Groh by mistake.

Christy

Begin forwarded message:

From: Christy <huddlec@yahoo.com>
Date: October 25, 2017 at 5:08:05 PM EDT
To: Jefferson County Planning & Zoning <sgroh@jeffersoncountywv.org>
Subject: The Infamous Plaque

I want to go on record supporting the removal of the plaque placed on our courthouse over 30 years ago that memorializes the soldiers who died trying to defend the institution of slavery. There can be no defense of an institution that brought misery to so many human beings.

The plaque should be placed in a less prominent location AND should be accompanied by an explanation of why it was installed during the 1980s, shortly after Martin Luther King, Jr Day was started. The accompanying context information should include why the Civil War was fought, how many Union soldiers were killed, how many African-Americans were held in slavery (by state), and an explanation of all the laws and customs that were created to prevent African-Americans from living as "equal" as whites in Jefferson County since the Civil War ended. The accompanying information should also include all the measures the County Commission has adopted to ensure African-Americans can enjoy equal rights.

The size of the font used in the accompanying information should be at least 14 pt and displayed next to the infamous plaque so it can be read in its entirety.

Christy Huddle
1220 W Ridge St
Harpers Ferry WV 25425

Stephanie Grove

From: Neal Peterson <rnealpeterson@gmail.com>
Sent: Wednesday, October 25, 2017 8:37 PM
To: Stephanie Grove
Subject: Confederate plaque on Court House

Dear Sir:

I find that plaque on the Court House a distortion of history, a distortion of patriotism. How can a public building honor the Confederate soldiers from Jefferson Co. (my great great uncle was such a soldier, James Littleton) and not give honor to the Union soldiers? Not give honor to Jefferson County slaves who gave their labor, dignity, and liberty to an evil institution that the Confederacy sought to preserve?

Respectfully,
Neal Peterson
resident of Harpers Ferry, born in WV

Sandra McDonald

From: Russell Burgess
Sent: Wednesday, October 25, 2017 4:38 PM
To: Sandra McDonald; Stephanie Grove
Subject: FW: Feedback for Jefferson County Commission, WV

From: Jefferson County Commission, WV [mailto:helpdesk@jeffersoncountywv.org]
Sent: Wednesday, October 25, 2017 4:17 PM
To: Russell Burgess <rburgess@jeffersoncountywv.org>
Subject: Feedback for Jefferson County Commission, WV

You have received this feedback from Gail MacFarlane <gailygravy@earthlink.net> for the following page:

<http://www.jeffersoncountywv.org/county-government/elected-officials/county-commission/agendas-minutes-and-webcasts/cc-agendas>

THERE IS NO PLACE IN THE PUBLIC SQUARE FOR PUBLIC PRAISE OF THE LOSING SIDE IN THE WAR OF REBELLION. THEY WERE TRAITORS TO THE UNITED STATES. PEOPLE WHO REVERE THESE TRAITORS ARE FREE ALWAYS TO KEEP THEIR MEMENTOS ON PRIVATE PROPERTY. MR. CHAIRMAN, USE YOUR IMAGINATION AND PUT THE SHOE ON THE OTHER FOOT.

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

	FY18
Week Ending Date	October 21, 2017
To Be Deposited On	October 27, 2017
Amount Played	\$ 53,918,046.56
Amount Won	48,845,428.97
Amount Promo	432,445.00
MWAP Contribution	<u> -</u>
Adjusted Gross Terminal Revenue	<u>\$ 4,640,172.59</u>
Administrative Costs @ 4%	185,606.90
Excess Lottery Fund @ 4%	<u> -</u>
Net Terminal Revenue	<u>\$ 4,454,565.69</u>
Surcharge @ 10%	-
State Share Excess @ 58% & 10% of 42%	-
Track Share of Capital Reinvestment @ 90% of 42%	<u> -</u>
Track Share of Capital Reinvestment @ 98%	-
Track Share of Capital Reinvestment @ 4%	-
Adjusted Net Terminal Revenue	<u>\$ 4,454,565.69</u>
Racetrack @ 46.50% / 42%	2,071,373.05
Lottery Fund @ 30% / 0%	1,336,369.69
Excess Lottery Fund @ 0% / 41%	-
Excess Lottery Fund @ 12.85% / 9.55%	572,411.69
Racetrack Purses @ 90% of 7% / 4%	280,637.64
Employee Pension @ 1% / 0.5%	44,545.66
Greyhound Development @ 90% of 0.75%	30,068.32
Thoroughbred Development @ 90% of 0.75%	30,068.32
County / Municipality @ 2%	<u>89,091.32</u>
	<u>\$ 4,454,565.69</u>

WEST VIRGINIA LOTTERY
 Charles Town
 County / Municipality Split
 Fiscal Year 2018

Charles Town
 1999 Net Terminal Revenue \$ 45,603,174
 Benchmark Goal @ 2% \$ 912,063.48

Date	2% of Adj. Net Revenue	Jefferson County	Five Municipalities	Bolivar 7.93%	Charles Town 39.90%	Harpers Ferry 2.17%	Ranson 33.68%	Shepherdstown 16.32%
1 day ending: 7/1/2017	\$ 23,688.48	\$ 23,688.48	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Week ending: 7/8/2017	125,588.96	125,588.96	-	-	-	-	-	-
7/15/2017	99,148.44	99,148.44	-	-	-	-	-	-
7/22/2017	98,965.20	98,965.20	-	-	-	-	-	-
7/29/2017	108,161.52	108,161.52	-	-	-	-	-	-
8/5/2017	104,979.36	104,979.36	-	-	-	-	-	-
8/12/2017	100,184.16	100,184.16	-	-	-	-	-	-
8/19/2017	101,813.88	101,813.88	-	-	-	-	-	-
8/26/2017	97,669.16	97,669.16	-	-	-	-	-	-
9/2/2017	111,442.08	81,653.20	29,788.88	2,362.26	11,885.76	646.42	10,032.89	4,861.55
9/9/2017	110,669.96	55,334.98	55,334.98	4,388.06	22,078.66	1,200.77	18,636.82	9,030.67
9/16/2017	88,536.00	44,268.00	44,268.00	3,510.45	17,662.93	960.62	14,909.46	7,224.54
9/23/2017	92,140.24	46,070.12	46,070.12	3,653.36	18,381.98	999.72	15,516.42	7,518.64
9/30/2017	108,018.60	54,009.30	54,009.30	4,282.94	21,549.71	1,172.00	18,190.33	8,814.32
10/7/2017	97,398.00	48,699.00	48,699.00	3,861.83	19,430.90	1,056.77	16,401.82	7,947.68
10/14/2017	100,794.72	50,397.36	50,397.36	3,996.51	20,108.55	1,093.62	16,973.83	8,224.85
10/21/2017	89,091.32	44,545.66	44,545.66	3,532.47	17,773.72	966.64	15,002.98	7,269.85
Sub Total	\$ 1,658,290.08	\$ 1,285,176.78	\$ 373,113.30	\$ 29,587.88	\$ 148,872.21	\$ 8,096.56	\$ 125,664.55	\$ 60,892.10

Benchmark Goal \$ 912,063.48

Remainder until split \$ -

VIDEO LOTTERY REPORT

FY 2014		FY 2015		FY 2016		FY 2017		FY 2018	
Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount
7/6/2013	123,196.88	7/5/2014	106,819.12	7/4/2015	89,446.56	7/1-2/2016	51,477.36	7/1/2017	23,688.48
7/13/2013	128,060.40	7/12/2014	111,792.16	7/11/2015	119,132.68	7/9/2016	125,605.24	7/8/2017	125,588.96
7/20/2013	115,128.84	7/19/2014	116,320.32	7/18/2015	112,706.24	7/16/2016	107,876.48	7/15/2017	99,148.44
7/27/2013	123,049.56	7/26/2014	112,502.48	7/25/2015	109,356.88	7/23/2016	107,196.20	7/22/2017	98,965.20
8/3/2013	116,180.80	8/2/2014	117,145.12	8/1/2015	119,089.60	7/30/2016	111,534.28	7/29/2017	108,161.52
8/10/2013	120,078.64	8/9/2014	114,374.60	8/8/2015	115,689.52	8/6/2016	110,378.32	8/5/2017	104,979.36
8/17/2013	124,888.56	8/16/2014	114,105.32	8/15/2015	108,726.48	8/13/2016	101,561.56	8/12/2017	100,184.16
8/24/2013	89,882.12	8/23/2014	116,097.04	8/22/2015	108,922.12	8/20/2016	115,270.28	8/19/2017	101,813.88
8/31/2013	58,913.18	8/30/2014	60,280.02	8/29/2015	73,285.10	8/27/2016	96,130.52	8/26/2017	97,669.16
9/7/2013	67,758.74	9/6/2014	61,420.28	9/5/2015	55,890.76	9/3/2016	60,448.12	9/2/2017	81,653.20
9/14/2013	53,374.22	9/13/2014	51,364.96	9/12/2015	63,273.30	9/10/2016	61,598.04	9/8/2017	55,334.98
9/21/2013	54,277.94	9/20/2014	50,664.54	9/19/2015	54,233.06	9/17/2016	50,609.64	9/16/2017	44,268.00
9/28/2013	54,881.50	9/27/2014	50,127.22	9/26/2015	52,439.60	9/24/2016	51,199.68	9/23/2017	46,070.12
10/5/2013	55,950.74	10/4/2014	53,531.28	10/3/2015	53,104.94	10/1/2016	54,346.34	9/30/2017	54,009.30
10/12/2013	55,837.92	10/11/2014	51,127.00	10/10/2015	50,291.26	10/8/2016	50,896.18	10/7/2017	48,699.00
10/19/2013	61,327.20	10/18/2014	56,414.64	10/17/2015	53,048.80	10/15/2016	51,557.88	10/14/2017	50,397.36
10/26/2013	52,854.06	10/25/2014	49,890.20	10/24/2015	55,418.72	10/22/2016	53,825.90	10/21/2017	44,545.66
11/2/2013	57,543.54	11/1/2014	52,242.34	10/31/2015	57,023.64	10/29/2016	50,853.22		
11/9/2013	54,666.76	11/8/2014	52,819.26	11/7/2015	55,832.08	11/5/2016	55,958.84		
11/16/2013	56,495.96	11/15/2014	51,810.32	11/14/2015	56,012.86	11/12/2016	53,346.18		
11/23/2013	48,628.62	11/22/2014	46,228.62	11/21/2015	50,193.76	11/19/2016	47,174.90		
11/30/2013	59,645.66	11/29/2014	55,593.44	11/28/2015	60,010.98	11/26/2016	56,826.94		
12/7/2013	47,306.24	12/6/2014	46,792.50	12/5/2015	47,767.86	12/3/2016	48,407.86		
12/14/2013	29,229.02	12/13/2014	40,904.98	12/12/2015	42,938.56	12/10/2016	43,743.14		
12/21/2013	44,581.02	12/20/2014	41,600.84	12/19/2015	43,087.16	12/17/2016	33,602.54		
12/28/2013	62,117.14	12/27/2014	58,114.68	12/26/2015	52,835.48	12/24/2016	40,222.46		
1/4/2014	62,963.88	1/3/2015	68,277.28	1/2/2016	74,963.14	12/31/2016	60,653.90		
1/11/2014	37,935.94	1/10/2015	37,099.34	1/9/2016	41,474.24	1/7/2017	42,634.50		
1/18/2014	49,418.64	1/17/2015	43,217.36	1/16/2016	43,455.58	1/14/2017	37,751.18		
1/25/2014	42,720.80	1/24/2015	41,212.80	1/23/2016	25,025.40	1/21/2017	46,870.58		
2/1/2014	47,681.60	1/31/2015	42,783.32	1/30/2016	36,805.26	1/28/2017	40,692.96		
2/8/2014	45,434.52	2/7/2015	47,859.18	2/4/2016	51,695.74	2/4/2017	44,277.10		
2/15/2014	41,076.08	2/14/2015	48,131.08	2/13/2016	44,941.78	2/11/2017	42,514.28		
2/22/2014	61,523.98	2/21/2015	37,610.66	2/20/2016	50,505.40	2/18/2017	48,086.80		
3/1/2014	57,744.78	2/28/2015	56,982.14	2/27/2016	52,426.86	2/25/2017	55,365.02		
3/8/2014	50,439.94	3/7/2015	43,750.42	3/5/2016	53,474.66	3/4/2017	47,881.24		
3/15/2014	54,414.66	3/14/2015	55,096.66	3/12/2016	51,447.02	3/11/2017	46,274.58		
3/22/2014	50,734.62	3/21/2015	53,081.08	3/19/2016	50,356.80	3/18/2017	43,959.78		
3/29/2014	51,174.60	3/28/2015	50,548.88	3/26/2016	52,217.46	3/25/2017	49,130.62		
4/5/2014	55,229.90	4/4/2015	51,713.78	4/2/2016	54,185.88	4/1/2017	48,124.72		
4/12/2014	48,653.18	4/11/2015	51,024.54	4/9/2016	49,690.04	4/8/2017	46,262.60		
4/19/2014	54,469.22	4/18/2015	49,338.10	4/16/2016	49,071.82	4/15/2017	46,768.98		
4/26/2014	51,637.18	4/25/2015	49,656.62	4/23/2016	49,485.78	4/22/2017	45,614.00		

5/3/2014	54,757.72	5/2/2015	54,079.66	4/30/2016	50,872.46	4/29/2017	48,204.34
5/10/2014	51,011.76	5/9/2015	50,062.82	5/7/2016	52,135.22	5/8/2017	46,890.30
5/17/2014	51,148.34	5/16/2015	48,308.08	5/14/2016	51,441.84	5/13/2017	47,648.16
5/24/2014	53,082.60	5/23/2015	47,705.92	5/21/2016	48,392.48	5/20/2017	43,998.24
5/31/2014	62,642.98	5/30/2015	58,258.10	5/28/2016	49,380.84	5/27/2017	49,930.94
6/7/2014	49,517.18	6/6/2015	53,927.82	6/4/2016	58,228.50	6/3/2017	52,503.12
6/14/2014	50,266.50	6/13/2015	50,110.84	6/11/2016	45,053.42	6/10/2017	42,563.08
6/21/2014	48,768.14	6/20/2015	47,109.22	6/18/2016	46,179.18	6/17/2017	47,653.68
6/28/2014	49,250.32	6/27/2015	55,325.14	6/25/2016	47,230.00	6/24/2017	46,628.62
6/30/2014	12,010.70	6/30/2015	16,018.68	6/30/2016	27,584.00	6/30/2017	37,001.52
<hr/>		<hr/>		<hr/>		<hr/>	
3,261,565.02		3,148,372.80		3,167,478.80		3,047,532.94	
<hr/>		<hr/>		<hr/>		<hr/>	
						1,285,176.78	

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	Date	Amount
July, 2014	78,639.07	July, 2015	75,674.79	July, 2016	77,234.20	July, 2017	59,809.62
August, 2014	84,726.51	August, 2015	70,064.73	August, 2016	63,158.62	August, 2017	54,309.02
September, 2014	71,967.51	September, 2015	64,845.44	September, 2016	67,701.42	September, 2017	49,630.18
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	55,972.27		
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	June, 2017	53,609.09		
Total 2014-2015	899,128.89	Total 2015-2016	832,756.78	Total 2016-2017	726,611.13	Total 2017-2018	163,748.82

Table Game Revenue Distribution - Jefferson County School Board

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

Date	Amount	Date	Amount	Date	Amount
July, 2015	227,024.37	July, 2016	231,702.60	July, 2017	179,428.86
August, 2015	210,194.19	August, 2016	189,475.86	August, 2017	162,927.06
September, 2015	194,536.32	September, 2016	203,104.26	September, 2017	148,890.54
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	167,916.81		
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	June, 2017	160,827.27		
Total 2015-2016	2,498,270.34	Total 2016-2017	2,179,833.39	Total 2017-2018	491,246.46