

REGULAR TERM:

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

At a Regular Term of the County Commission of said County and State continued and held at the Courthouse thereof on Wednesday, February 11, 2004 beginning at 10:00 o'clock a.m.

PRESENT: Al Hooper, President  
James G. Knode; Greg Corliss;  
Rusty Morgan; Jane Tabb, Commissioners

In re: PLEDGE OF ALLEGIANCE

Commissioner Hooper conducted the Pledge of Allegiance.

In re: DISPENSE OF READING OF MINUTES

Motion by Morgan, second by Tabb to dispense with the reading of the Minutes for the meetings held Thursday January 29, 2004 and Thursday, February 5, 2004 and to approve Minutes as amended. Motion carried.

In re: APPROVAL OF PURCHASE ORDERS

Motion by Tabb, second by Corliss to approve the following Purchase Orders for the Week of February 9, 2004, totaling \$97,125.60: 39620, 39658, 39659, 39660, 39661, 39758, 39759, 39760, 39762, 39544, 39545, 39338, 39619, 39614, 39430, 39431, 39435 and 38989. Motion carried.

In re: JIM SURKAMP – FUNDING REQUEST FOR CABLE TELEVISION – BROADCAST EQUIPMENT

Jim Surkamp appeared before the Commission with Rich Carbinkski and John Hayle to discuss implementation of a Jefferson County Broadcast Channel and purchase of broadcast equipment. After presentation and discussion, the Commission agreed to consider the \$8,000.00 request during budget deliberations.

In re: PARTIAL BOND RELEASE – DAN RYAN BUILDERS, INC.

Upon recommendation from the Executive Director of Planning, Zoning and Engineering, Motion by Tabb, second by Morgan to approve the partial release of a letter of credit in the amount of \$373,487.00 for Dan Ryan Builders, Inc. for the Spruce Hill Subdivision, Section I, Lots I-37 with the County to retain \$127,725.00. Motion carried.

In re: PLANNING COMMISSION INTERVIEWS

The Commission conducted Planning Commission interviews of the applicants present. Motion by Corliss, second by Tabb to place interviews on the agenda for the week of February 19, 2004 for further review and consideration. Motion carried.

In re: ZONING BOARD OF APPEALS INTERVIEW

Commissioners conducted Zoning Boards of Appeals interviews of the applicants present. Commissioner Morgan nominated David Wiegand; Commissioner Hooper nominated Douglas Stoliper. David Wiegand was appointed to Zoning Board of Appeals. Mr. Wiegand received four votes, Mr. Stoliper received one vote.

In re: MODIFICATIONS TO LESA AS PROPOSED BY THE DEPARTMENT OF PLANNING, ZONING AND ENGINEERING

After discussion, the Commission agreed to table this matter until next week.

In re: APPOINTMENT TO THE NORTH EASTERN REGIONAL EMS, INC.

The Commission agreed to further discussion at the County Commission Workshop and table this matter until next week.

In re: DISCUSS MODIFICATIONS TO CATTAIL RUN SEWER PLANT PROPOSAL

The Commission agreed to further review of modifications as more information becomes available.

In re: MOTION TO REQUEST LEGISLATOR IN CHARLESTON TO AMEND THE LOCAL POWERS ACT TO PROVIDE COMPENSATION TO THE COUNTY FOR ADMINISTRATION OF IMPACT FEES

The Commission agreed to further discussion at the County Commission Workshop of February 11, 2004 at 2:00 p.m.

In re: COUNTY BUILDING PROGRAM

The Commission discussed all building options. Motion by Corliss, second by Tabb to accept building option three. Motion failed 2-3. Commissioners Tabb and Morgan voted no. Additional Motion by Tabb, second by Morgan to set up a meeting with the City of Charles Town to review Building Options. Motion carried.

In re: REVIEW AND RESTATEMENT OF JEFFERSON COUNTY POLICY REGARDING POLITICAL USE OF PUBLIC FACILITIES

The Commission discussed the County Meeting Room Policy. After discussion, motion by Corliss, second by Morgan to have County Administrator, Leslie D. Smith review and amend written County Policy as needed and submit proposed changes to the Commission. Motion carried.

In re: JEFFERSON COUNTY BOYS AND GIRLS CLUB – REQUEST FOR FUNDING

Commission agreed to a presentation at a later date and to table this matter for two weeks.

In re: PUBLIC SERVICE DISTRICT APPOINTMENT

After discussion, Commission agreed to interview applicants next week.

In re: FREE GIS ASSESSMENT

The Commission agreed to schedule a work session for further discussion.

In re: COUNTY COMMISSION MEETING PROCEDURES

The Commission discussed and reviewed County Commission Meeting Procedures. After discussion and review, motion by Corliss, second by Knode to review 'Open Meeting Act' further for any procedural changes necessary to accommodate procedural requirements and community interest. Motion carried.

The Commission received the following information:

Reminder Courthouse is Closed Thursday, February 12, 2004 – Lincoln's Birthday and Monday, February 16, 2004 – Washington's Birthday.

Appointments to be made to the Historic Landmarks Commission on Thursday, March 11, 2004.

"Under the Headset" Newsletter received from Jefferson County Emergency Communications.

Correspondence received from the Office of the Statue Auditor concerning in-service training programs.

Order received from the Division of Highways for the addition of River Valley View Drive and Elfwood Drive to the State Local Service System.

Public Utility Assessment for 2004 received.

Correspondence received from Melissa Crosby concerning the formation of the Shepherd Historic Preservation Organization.

Notice received from the Department of Planning, Zoning and Engineering of Final Plat Public Hearings.

Harpers Ferry National Historical Park Community Bulletin received.

Upon rising, the Commission recessed until the morning of Thursday, February 19, 2004 beginning at 10:00 o'clock a.m.

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PRESIDENT