

**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 Old Charles Town Library Meeting Room thereof on Thursday, April 22, 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 WITH READING OF MINUTES**

**Motion by Tabb, second by Morgan to dispense with the reading of the Minutes for the meeting held on Thursday, April 15, 2004, and to approve the Minutes as amended. Motion carried.**

**Motion by Tabb, second by Morgan to dispense with the reading of the Minutes for the Special Session held on Tuesday, April 20, 2004, and to approve the Minutes as prepared. Motion carried.**

**In re: APPROVAL OF PURCHASE ORDERS**

**Motion by Morgan, second by Knode to approve the following Purchase Orders for the Week of April 19, 2004, totaling \$25,133.94: 39934, 39707, 40071, 40089, 39882, 40065, 40069, 40070, 40072, 40073, 40074, 40075, 40076, 39611, 40019 and 39675. Motion carried.**

**In re: JANE PETERS - JEFFERSON COUNTY DEVELOPMENT AUTHORITY - LED GRANT**

**Jane Peters, Executive Director, Economic Development Authority appeared before the Commission to present the Local Economic Development Grant Resolution. The Commission agreed to take action on the Resolution next week.**

**In re: PETER KUBIC - PFK, LLC - REQUEST TO APPLY PREVIOUSLY SUBMITTED FEES TOWARD PROJECT RESUBMITTAL**

Peter Kubic appeared before the Commission to request to apply previously submitted fees toward project resubmittal. After discussion, motion by Corliss, second by Morgan to give Peter Kubic, PFK, LLC a 50% refund towards the submitted fees for the project resubmittal. Motion failed by a 2-3 vote. Commissioners Knode, Tabb and Hooper voted no.

Motion by Hooper, second by Morgan to give Peter Kubic, PFK, LLC a 25% refund towards the submitted fees for the project submittal. Motion passed by a 3-2 vote. Commissioners Knode and Tabb voted no.

**In re: DEVELOPMENT AUTHORITY INTERVIEWS**

Commissioners conducted Development Authority interviews of the applicants present, Mr. John Fox and Mr. Ira Hale.

**In re: APPOINTMENTS TO THE DEVELOPMENT AUTHORITY**

After discussions Commissioner Corliss nominated Ira Hale; Commissioner Hooper nominated John Fox. Ira Hale was appointed to the Development Authority as a Representative for Harpers Ferry by a 4-1 vote.

**In re: HOMELAND SECURITY GRANT APPLICATION**

Barbara Miller appeared before the Commission to request permission to apply for a grant for Homeland Security. Motion by Corliss, second by Tabb to approve the application for a grant for Homeland Security. Motion carried.

Motion by Morgan, second by Tabb to authorize the President to sign documents and a resolution required on-line to file the Homeland Security Grant. Motion carried.

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

The Commission agreed to hold over the appointment to the North Eastern Regional EMS, Inc for another week.

**In re: DISCUSS MODIFICATIONS TO CATTAIL RUN SEWER PLANT PROPOSAL**

The Commission discussed the Cattail Run Sewer Plant Proposal. After discussion, the Commission agreed to contact the Public Service District and invite them to a joint meeting with the Jefferson County Commission and the Planning Commission to discuss any new plans, any new technologies or any current plans.

**In re: CITY OF CHARLES TOWN SCHOOL IMPACT FEE COLLECTION**

The Commission discussed the School Impact Fee Collections regarding the City of Charles Town. The Commission agreed to keep the matter on the agenda as Old Business next week.

**In re: HARPERS FERRY ANNEXATION/MINOR BOUNDARY ADJUSTMENT**

Upon request from John W. Askintowicz, III Esquire, motion by Morgan, second by Tabb to continue the matter until May 20, 2004 at 11:00 a.m. Motion carried. For the record, Don Orser was present for the hearing.

**In re: MIKE CASSELL - SENATE BILL 454 - CURRENT STATUS OF LAND USE ORDINANCE**

Mike Cassell, Assistant Prosecuting Attorney appeared before the Commission to give an update on the current status of Senate Bill 454 - Land Use Ordinance.

**In re: COUNTY LITTER CONTROL OFFICER**

The Commission discussed the passage of SB 444, litter control officers will now have the authority to write citations under Chapter 20 of State Code. The Commission agreed to forward this information to the Keep Jefferson Beautiful and to ask for suggestions or proposals.

**In re: APPROVAL OF ADDITIONAL ELECTION WORKERS - MAY 11, 2004 PRIMARY ELECTION**

Motion by Corliss, second by Tabb to approve the additional election workers for the May 11, 2004 Primary Election, as submitted by the County Clerk. Motion carried.

The County Administrator informed the Commission that Richard Childs resigned from the Planning Commission verbally.

Barbara Miller, Office of Homeland Security discussed the CERT program.

Commissioner Knode reported on his trip to Europe with the Air National Guard.

Commissioner Knode reported on the Region 9 meeting.

Commissioner Tabb reported on the E911 Dispatcher Banquet.

Commissioner Tabb reported on the Officials Day at South Jefferson.

Commissioner Tabb reported on the Farmland Protection Board meeting.

Commissioner Tabb reported on the Development Authority meeting.

Commissioner Tabb reported on the monthly meeting at NCTC.

Commissioner Tabb reported on the E911 meeting.

Commissioner Morgan reported on the Affordable Housing meeting.

Commissioner Hooper reported on the Officials Day at South Jefferson.

Commissioner Hooper reported on the Water Advisory Committee meeting.

Commissioner Hooper reported on the PSD meeting.

Commissioner Hooper reported on the Parks and Recreation Commission meeting.

The Commission received the following information:

Appointments to be made on May 6, 2004 to the Farmland Protection Board and the Planning Commission.

Notice of Workshop on Thursday, April 29, 2004, at 7:00 to discuss land use issues in Jefferson County, including Senate Bill 454.

Reminder of the Test of Automatic Tabulating Equipment for the Primary Election on May 4, 2004, at 9:30 a.m.

Correspondence received from the Fire and Rescue Association concerning the proposed Bakerton Fire Company.

“Under the Headset” Newsletter received from the Emergency Communications Center.

Correspondence received from the Jefferson County Board of Health concerning their appreciation for the approval of their FY 2005 budget request.

Copy of audit report of Jefferson County for Fiscal Year 2002 received from the Office of the State Auditor.

Copy of Correspondence sent to Governor Wise from the County Commissioners’ Association received concerning House Bill 4119.

Notice received from West Virginia: A Vision Shared of public forums on the draft white paper entitled *Strengthening the State’s Nonprofits - Enhancing the Sector’s Contribution to Economic Development*.

**SWAP Report received from Berkeley County.**

**Weekly Settlement for the Charles Town Races received from the West Virginia Lottery.**

**Oath of Office received from Oscar C. Stine as a member of the Water Advisory Committee.**

**Oath of Office received from John David Sims as a member of the Planning Commission.**

**Meeting minutes received from the Harpers Ferry/Bolivar Public Service District.**

**Upon rising, the Commission recessed until Thursday morning next beginning at 10:00 o'clock a.m.**

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**PRESIDENT**