

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 Thursday, July 22, 2004, beginning at 10:00 o'clock a.m.

PRESENT: Rusty Morgan, President Pro Tem;
James G. Knode; Greg Corliss;
Jane M. Tabb; Commissioners

Commissioner Hooper was absent due to a prior commitment.

In re: PLEDGE OF ALLEGIANCE

Commissioner Tabb conducted the Pledge of Allegiance.

In re: DISPENSE WITH READING OF MINUTES

Motion by Corliss, second by Knode to dispense with the reading of the Minutes for the meeting held on Thursday, July 15, 2004, and to approve the Minutes as prepared. Motion carried.

In re: APPROVAL OF PURCHASE ORDERS

Motion by Tabb, second by Corliss to approve the following Purchase Orders for the Week of July 20, 2004, totaling \$13,267.55: 40214, 40215, 40401, 40403, 40292, 40295, 40296, 40151, 40152, 40154, 40078, 40079, 40153, 40155, 40156, 40051, 40052, and 40364. Motion carried.

In re: MIKE THOMPSON - PROSECUTING ATTORNEY - INTRODUCTION OF NEW EMPLOYEE

Mike Thompson, Prosecuting Attorney, appeared before the Commission to introduce Brandy Sims, the new Assistant Prosecuting Attorney.

In re: PAUL RACO - ACTIVITY REPORT

Paul Raco, Executive Director of Planning, Zoning and Engineering, appeared before the Commission to give an Activity Report for the Department of Planning, Zoning and Engineering.

In re: APPOINTMENT TO THE FARMLAND PROTECTION BOARD

No applications were received for appointment to the Farmland Protection Board.

In re: APPOINTMENT TO THE AMBULANCE AUTHORITY

No applications were received for appointment to the Ambulance Authority. The County Administrator informed the Commission that Tyree Kable was back from his leave of absence on the Ambulance Authority.

In re: DIVISION OF CORRECTIONS - REQUEST FOR LEASE RENEWAL - MASON BUILDING

Motion by Tabb, second by Corliss to renew the lease with the Division of Corrections for space in the Mason Building for one year. Motion carried.

In re: RENEWAL OF LEASE - OLD CHARLES TOWN LIBRARY MEETING ROOM

Motion by Tabb, second by Corliss to renew the lease for the Old Charles Town Library Meeting Room with the same terms as last year's lease. Motion carried.

In re: APPOINTMENT TO THE SUMMIT POINT LIBRARY COMMITTEE

Motion by Corliss, second by Knode to appoint Curt Mason to the Summit Point Library Committee for an unexpired term ending June 30, 2006. Motion carried.

In re: APPOINTMENT TO THE EASTERN PANHANDLE REGIONAL PLANNING AND DEVELOPMENT COUNCIL

No applications were received for appointment to the Eastern Panhandle Regional Planning and Development Council.

In re: REGION 9 PLANNING AND DEVELOPMENT COUNCIL - AIR QUALITY COORDINATOR AGREEMENT

Motion by Knode, second by Tabb to approve the Air Quality Coordinator Agreement from Region 9 Planning and Development Council. Motion carried.

In re: SMITH-NADENBOUSCH INSURANCE INC. - TERRORISM RISK INSURANCE

Motion by Corliss, second by Knode to decline to accept the Terrorism Risk Insurance from Smith-Nadenbousch Insurance Inc. Motion carried.

In re: JEFFERSON COUNTY EMERGENCY COMMUNICATIONS - REQUEST FOR APPROVAL OF CONTRACT FOR BACKGROUND INVESTIGATIONS

Motion by Corliss, second by Tabb to approve the contract for background investigations performed by Zachary Vaughan for the Emergency Communications Center. Motion carried.

In re: APPROVAL OF EMPLOYMENT - COUNTY CLERK PAYROLL CLERK

Motion by Tabb, second by Corliss to approve the employment of Alicia Lynn Addesa as a Payroll Clerk for the County Clerk's office. Motion carried.

The County Administrator informed the Commission of applications received for the appointment to the Planning Commission.

The County Administrator informed the Commission of the memorandum received from Bill Polk concerning the recycling containers.

Commissioner Tabb reported on a meeting at Blackwater Falls concerning Farmland Protection Boards.

Commissioner Tabb reported on a Development Authority meeting.

Commissioner Tabb reported on an E-911 Advisory Board meeting.

Commissioner Corliss reported on observing a Small Arms Training session for the Special Response Unit.

Commissioner Morgan reported on a GIS meeting at Shepherd College.

Terry Courtright appeared before the Commission to give an update on the Solid Waste Authority and Waste Management.

The Commission received the following information:

Acceptance of Bond for Cambridge Manufactured Home Development.

Memorandum received from Bill Polk, Maintenance Director, concerning recycling containers.

Correspondence received from the South Jefferson Public Library concerning their recommendation for the appointment of Curt Mason to the Library Board.

Correspondence received from Independent Fire Company thanking the Commission for their budget allocation.

Correspondence received from the West Virginia Association of Counties concerning the 2004 Environmental Training Institute for Small Communities on July 27-30, 2004.

Invitation received from Region 9 to attend a Regional Town Meeting on July 27, 2004.

Correspondence received from Joseph A. Hankins concerning public sewer service.

Correspondence received from the Supreme Court of Appeals concerning Court Security Audits.

Correspondence received from the County Commissioners' Association concerning the West Virginia Retirement Board - Legislative Rules.

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

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

Oaths of Office received from James A. Addy, Katrina W. Johnson, Robert Earl Wilbourne, and Robert E. Shirley.

Planning Commission appointment applications received from Ward L. Zigler and Oatha Daniel Marken.

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

PRESIDENT