

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 29, 2004, beginning at 10:00 o'clock a.m.

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

In re: PLEDGE OF ALLEGIANCE

Commissioner Hooper conducted the Pledge of Allegiance.

In re: DISPENSE WITH READING OF MINUTES

Motion by Knode, second by Tabb to dispense with the reading of the Minutes for the meeting held on Thursday, July 22, 2004, and to approve the Minutes as prepared. Motion carried.

In re: APPROVAL OF PURCHASE ORDERS

Motion by Morgan, second by Tabb to approve the following Purchase Orders for the Week of July 26, 2004, totaling \$23,278.41: 40216, 39902, 39911, 40158, 40159, 40293, 40301, 39953, 39772, 40160, 40161, 40441, 40367, 40368, 40369, and 40370. Motion carried.

In re: COMPLETE BOND RELEASE - HARVEST HILLS SUBDIVISION, LOTS 1-27

Motion by Knode, second by Tabb to approve the complete release of an Irrevocable Letter of Credit in the amount of \$166,902.00 for Harvest Hills Subdivision, Lots 1-27 (PC File No: 98-12). Motion carried.

In re: COMPLETE BOND RELEASE - B & M PAINTING COMPANY

Motion by Tabb, second by Morgan to approve the complete release of Cash in Escrow in the amount of \$7,152.00 for B & M Painting Company (PC File No: S02-07). Motion carried.

In re: PARTIAL BOND RELEASE - CHARLES TOWN SELF STORAGE

Motion by Morgan, second by Tabb to approve the partial release of an Irrevocable Letter of Credit #5301150 in the amount of \$176,928.08 for Charles Town Self Storage. Motion carried.

In re: PARTIAL BOND RELEASE - MATTHEW P. KNOTT dba RIVER RIDERS

Motion by Knode, second by Tabb to approve the partial release of an Irrevocable Letter of Credit #200 in the amount of \$63,342.00 for Matthew P. Knott dba River Riders. Motion carried.

In re: EXONERATION

Upon recommendation from the Assessor, motion by Morgan, second by Tabb to approve the following Exoneration because of erroneous assessment for the year 2004. Motion carried.

NAME	DISTRICT	TYPE	AMOUNT	TICKET #
Laurel Abraham	Charles Town	Personal	\$266.94	300435

In re: EXONERATION

Upon recommendation from the Assessor, motion by Corliss, second by Tabb to approve the following Exoneration because of erroneous assessment for the year 2004. Motion carried.

NAME	DISTRICT	TYPE	AMOUNT	TICKET #
Robert S. Castagnetto & Susan Guay	Charles Town	Real Estate	\$1,558.01	1414

In re: EXONERATION

Upon recommendation from the Assessor, motion by Knode, second by Tabb to approve the following Exoneration because of erroneous assessment for the year 2004. Motion carried.

NAME	DISTRICT	TYPE	AMOUNT	TICKET #
Joseph A. & Danielle M. Starkey	Harpers Ferry	Personal	\$58.24	308461

In re: EXONERATION

Upon recommendation from the Assessor, motion by Tabb, second by Knode to approve the following Exoneration because of erroneous assessment for the year 2004. Motion carried.

NAME	DISTRICT	TYPE	AMOUNT	TICKET #
Renee J. Hatch	Middleway	Personal	\$124.98	311928

In re: GENERAL COUNTY FUND BUDGET REVISION

Motion by Tabb, second by Knode to adopt a Resolution to revise the Fiscal Year 2005 General County Fund. Motion carried.

RESOLUTION

At a regular session of the Jefferson County Commission, held on the 29th day of July, 2004, 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 prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists, as shown on budget revision number 1, a copy of which is entered as part of this record.

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

- Jane M. Tabb: YES
- Al Hooper: YES
- Greg Corliss: YES
- Rusty Morgan: YES
- James G. Knode: YES

Whereupon, Commissioner Tabb 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 A. G. Hooper, 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.

/s/ A. G. Hooper, President
A. G. Hooper, President
Jefferson County Commission

In re: APPROVAL OF AUDIT TERMS & SERVICES - FISCAL YEAR 2004

Motion by Knode, second by Tabb to approve the Audit Terms & Services for Fiscal Year 2004 and to authorize the President of the Commission to affix his signature to related documents. Motion carried.

In re: REQUEST FOR WORK SESSION - JEFFERSON COUNTY PUBLIC SERVICE DISTRICT - FLOWING SPRINGS WASTEWATER PLAN

The Commission agreed to schedule a work session on Thursday, August 12, 2004 at 1:30 p.m. to discuss the Jefferson County Public Service District - Flowing Springs Waste Water Plan.

In re: PLANNING COMMISSION INTERVIEWS

Interviews were held for the applicants present, Joe Anderson, Paul Burke, Oatha Daniel Marken, John McGrath and Ward Zigler.

In re: APPOINTMENT TO THE PLANNING COMMISSION

After Planning Commission interviews the Commission agreed to table voting until August 4, 2004.

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

No applications were received for appointment to the Eastern Panhandle Regional Planning & Development Council. The County Administrator informed the Commission that Sherry Kelly is interested in serving.

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.

In re: APPROVAL OF NUMBER & TYPE OF ELECTION BOARDS - NOVEMBER 2, 2004 GENERAL ELECTION

Motion by Knode, second by Morgan to approve the number and type of election boards for the November 2, 2004 general election as recommended by the County Clerk. Motion carried.

In re: USGS WATER STUDY UPDATE

Kurt McCoy appeared before the Commission to discuss the USGS Water Study Update. Mr. McCoy spoke of three primary goals: data research, field testing, and well analysis. Mr. McCoy concluded that imagery results are forthcoming which will include GIS layers with map specifications, test locations, and water level and outflow.

In re: AMBULANCE AUTHORITY BUILDING PROPOSAL DISCUSSION

The Commission discussed the request from the Ambulance Authority to be included in the building plans with the Communications Center, Sheriff's Office and Emergency Operations Center.

After discussion, the Commission decided to review the matter. Commissioner Hooper agreed to meet with Ed Smith, Operations Manager.

Leigh Koonce requested he be removed from list of Candidates for the Planning Commission and recommended Barbara Humes be appointed.

Commissioner Morgan reported on the Planning Commission meeting.

Commissioner Morgan reported on the Legislative meeting held in Charleston, Monday, July 26, 2004.

Commissioner Corliss expressed concerns on the implementation of a Zoning and Subdivision Ordinance and recommended a work session be scheduled for August 12, 2004.

Commissioner Tabb reported on the Legislative meeting held in Charleston, Monday, July 26, 2004.

Commissioner Tabb reported on the Agricultural Development Office interviews.

Commissioner Tabb reported on the Homeland Security Quarterly Partnership Meeting.

Commissioner Knode expressed concerns regarding the Ambulance Authority Building Proposal.

Commissioner Hooper reported on the Region 9 meeting.

The Commission received the following information:

Reminder - Commissioner Meeting next week is Wednesday, August 4, 2004 - Agenda closes Monday, August 2, 2004 at noon.

Appointment to be made the Building Commission on August 12, 2004.

Permit Activity Report received from the Department of Planning, Zoning and Engineering.

State Board of Risk & Insurance Management Proposed Legislative Rules for the Public Entities Insurance Program received from the County Commissioners' Association.

Correspondence received from CASA of the Eastern Panhandle, Inc. concerning their budget allocation.

Correspondence received from the Secretary of State concerning requests for withdrawal from the ballot.

Correspondence received from Senator Byrd concerning the Fiscal Year 2005 U.S. Department of the Interior Appropriations Bill.

Correspondence received from the West Virginia Association of Counties concerning the recommendation from the County Commissioners' Association for its membership to withdraw from the West Virginia Association of Counties.

Annual meeting agenda received from the County Commissioners' Association.

Fourth Quarter and FY 2004 Report of Services and Expenses received from the Ambulance Authority.

Statement of Receipts and Disbursements received from the Parks and Recreation Commission.

Meeting minutes received from the Jefferson County Public Service District.

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

PRESIDENT