

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, October 14, 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 Morgan, second by Knode to dispense with the reading of the Minutes for the meeting held on Thursday, October 7, 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 October 12, 2004, totaling \$80,350.33: 40234, 40406, 40412, 40414, 40557, 40316, 40318, 40319, 40113, 40566, 40568, and 40581. Motion carried.

In re: APPOINTMENT TO THE FARMLAND PROTECTION BOARD

No applications were received for the Farmer position on the Farmland Protection Board.

In re: 2005 LEGISLATIVE ISSUES

Commissioner Corliss informed the Commission that he spoke with Vivian Parsons regarding 2005 Legislative Issues.

Commissioner Corliss asked for an update on the Noise Ordinance and Commissioner Morgan reported that Brandy Sims, Assistant Prosecuting Attorney was not ready to report on the Noise Ordinance.

In re: MIKE THOMPSON - PROSECUTING ATTORNEY - FARMLAND PRESERVATION EASEMENTS

Mike Thompson, Prosecuting Attorney appeared before the Commission to discuss Farmland Preservation Easements. Mr. Thompson informed the Commission that the Farmland Protection Board should do some research regarding title certificates or title insurance for the Farmland Protection Board for the Easements. He said that they should be named as Beneficiary in the settlements. The Commission agreed to review that matter and to discuss this with the Farmland Protection Board.

In re: KUBIC CONSTRUCTION, INC. - REQUEST FOR SECOND BOND EXTENSION

Peter Kubic appeared before the Commission to request a second bond extension for PC File #00-30, Phase I Townhouse Lots #11-32. After discussion, motion by Corliss, second by Morgan to approve the second bond extension for PC File #00-30 for 6 months after the bond expires on February 27, 2005. Motion carried.

In re: COMPLETE BOND RELEASE - SOUTH JEFFERSON PUBLIC LIBRARY

Motion by Tabb, second by Hooper to approve the complete bond release in the amount of \$6,242.00 for the South Jefferson Public Library. Motion carried.

In re: COMPLETE BOND RELEASE - KUBIC CONSTRUCTION - LOCUST HILL DUPLEX

Motion by Tabb, second by Corliss to approve the complete bond release in the amount of \$26,063.00 for Kubic Construction - Locust Hill Duplex - Lots 9-20 and Lots 47-60. Motion carried.

In re: SUBDIVISION RFP

The Commission discussed the Subdivision RFP. The Commission agreed to have a workshop today to discuss the Subdivision RFP.

In re: APPROVAL OF ADDITIONAL ELECTION WORKERS FOR THE NOVEMBER 2, 2004 GENERAL ELECTION

Motion by Tabb, second by Corliss to approve the list of additional Election Workers for the November 2, 2004 General Election as presented by John Ott, County Clerk. Motion carried.

In re: CORRESPONDENCE RECEIVED FROM FRANCIS X. CAMPANELLA - REMOVAL OF YARD/GARAGE SALE SIGNS

The Commission discussed the correspondence received from Francis X. Campanella regarding removal of yard/garage sale signs. After discussion, the Commission agreed to look into the matter and to send correspondence to Ms. Campanella.

**In re: ZONING ORDINANCE REWRITE UPDATE AND ANTICIPATED
TIMELINES/MILESTONES**

The Commission discussed the Zoning Ordinance and rewrite update and the anticipated timelines/milestones.

**In re: DRAFT RESOLUTION IN SUPPORT OF THE SHENANDOAH VALLEY REGIONAL
WATER RESOURCES POLICY COMMITTEE MEMORANDUM OF UNDERSTANDING**

The Commission discussed the draft Resolution in support of the Shenandoah Valley Regional Water Resources Policy Committee Memorandum of Understanding. The Commission agreed to give their comments to Commissioner Hooper.

In re: QUARTERLY FIDUCIARY REVIEW - APPROVED

Motion by Corliss, second by Morgan that the Jefferson County Commission acknowledge and send the following estates to the Sheriff as recommended from Fiduciary Commissioner Ralph Lorenzetti: Motion carried.

Estate of Elizabeth M. Boyd

Estate of Douglas E. Johnson

Estate of William G. Manning

The time of the Commission was taken up this day with examination of fiduciary accounts.

Motion by Tabb, second by Hooper to accept and acknowledge all of the fiduciary accounts presented. Motion carried.

Ed Smith appeared before the Commission and informed the Commission that the Jefferson County Ambulance Authority was awarded EMS Agency of the Year.

Robert Graf appeared before the Commission and requested an address list with old address/new address. Jeff Polczynski was present and informed the Commission that an agreement had been signed with the USPS to not give out any lists with the old address and the current new address and that the Commission should honor the agreement that was signed. After discussion, the Commission agreed to deny the request.

Commissioner Morgan reported on the Solid Waste Authority and gave an update on the garbage pick up issue. After discussion, motion by Corliss, second by Morgan to ask Terry Courtwright to help draft a letter to send to the West Virginia Department of Environment Protection and West Virginia Public Service Commission and to ask for help regarding the issues with Waste Management. Motion carried.

Commissioner Morgan reported on the Legislative Interims.

Commissioner Morgan reported on the Judiciary Committee meeting he attended.

Commissioner Morgan informed the Commission that he is still receiving calls regarding noises.

Commissioner Corliss reported on the Hillsboro Summit meeting.

Commissioner Corliss reported in the Jefferson County Fire and Rescue Association meeting.

Commissioner Corliss informed the Commission that there would be a meeting with the Fire Companies and Jefferson County Ambulance Authority regarding the Capital Improvement Plan with Mark Schiavone tonight.

Commissioner Tabb reported on the Legislative Interims.

Commissioner Tabb informed the Commission that she had been working with the new Agriculture Development Officer.

Commissioner Tabb reported on the Unsung Hero Banquet.

Commissioner Knode reported on the Oversight Committee meeting that was held at the Clarion.

Commissioner Knode reported on the Executive Committee meeting of the Region 9.

Commissioner Knode informed the Commission that an MPO meeting will be coming up soon and he will be attending it.

Commissioner Morgan reported on the meeting held at the Wright Denny School to discuss the preservation of historic sites in the community.

The Commission recessed until 1:30 p.m.

The Commission reconvened at 1:30 p.m.

The Commission worked on the Subdivision RFP.

The Commission received the following information:

Inspection of Vote Recording Devices on Monday, October 18, 2004, at 10:00 a.m.

Testing of the Automatic Tabulating Equipment on Tuesday, October 26, 2004, at 9:30 a.m.

Correspondence received from the City of Charles Town concerning Commerce Corridor Council meetings on October 19 and 20, 2004.

Impact Fee Status Report received for September 2004.

Correspondence received from the Secretary of State concerning Write-In Candidates.

Correspondence received from Silling Associates concerning their services.

2004 Estimate Value report received.

Correspondence received from the Department of Impact Fees concerning a transfer of funds.

Notice received from the Department of Planning, Zoning and Engineering of a Subdivision Work Session on Friday, October 15, 2004.

Copy of correspondence sent to Chief Aldridge from Heidi Glenn received concerning pedestrian traffic laws.

Meeting minutes received from the Jefferson County Public Service District.

Animal Control report received for September 2004.

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

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

PRESIDENT