

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, May 17, 2007, beginning at 9:30 o'clock a.m.

PRESENT: Frances B. Morgan, President;
James Surkamp; A.M.S. (Rusty) Morgan, III;
Dale Manuel; Gregory Corliss; Commissioners

In re: PLEDGE OF ALLEGIANCE
Commissioner Manuel conducted the Pledge of Allegiance.

In re: DISPENSE WITH READING OF MINUTES
Motion by Manuel, second by Corliss to dispense with the reading of the Minutes for the meeting held on Thursday, May 10, 2007, and to approve the Minutes as amended. Motion carried.

In re: APPROVAL OF PURCHASE ORDERS
Motion by R. Morgan, second by Manuel to approve the following Purchase Orders for the Week of May 14, 2007, totaling \$20,854.99: 43822, 43824, 43825, 44041, 44051, 44071, 43852, 43705, 42416, 43941, 43942, 43943, 43944, 43655, 43659, 43947, 44004, 44005, 44006, 44007, 44008, 44009, 435963, 43594, 43597, and 43597. Motion carried.

In re: APPROVAL OF ACCOUNTS PAYABLE
Motion by Manuel, second by Corliss to approve the list of the Accounts Payable dated May 17, 2007, as presented by the County Clerk and reviewed by the County Commission. Motion by Manuel, second by Corliss to put the motion on hold in order to receive more information. Motion carried.

In re: BONDING
Upon recommendation from County Engineer Roger Goodwin, motion by R. Morgan, second by Manuel to approve the complete release of an Escrow Agreement in the amount of \$16,758.16 for Dodson Septic Service. Motion carried.

In re: PLANNING COMMISSION ACTIVITY REPORT
Sherry Kelly, Acting Chief Planner, appeared before the Commission to give the Planning Commission activity report. Ms. Kelly reported on the public hearing for the petition for rezone for Old standard LLC. Ms. Kelly also informed the Commission that the Planning Commission voted to recommend the approval of the rezone for Last Chance Used Cars.

In re: APPOINTMENT OF ALTERNATE MEMBER TO THE BOARD OF ZONING APPEALS
No action was taken on this agenda item

In re: APPOINTMENT TO THE JEFFERSON COUNTY BUILDING COMMISSION
Commissioner Surkamp informed the Commission that he had been in contact with Ed Johnson concerning this appointment. Ed Johnson was present and told the Commission that he would like to have more information on this appointment to see if he would be interested. Commission Surkamp agreed to provide Mr. Johnson with the information.

In re: APPOINTMENT TO THE PROPERTY SAFETY ENFORCEMENT AGENCY
No action was taken on this agenda item.

In re: PUBLIC COMMENT
Jim Campbell, Counsel for Old Standard LLC, appeared before the Commission to make public comment. Before making comment, Commissioner F. Morgan expressed her concerns with hearing from Mr. Campbell concerning the Old Standard rezone during the public comment section of the agenda. After discussion, motion by R. Morgan, second by F. Morgan to postpone Mr. Campbell's comments until the Legal Update and Report section of the agenda in order to receive advice from legal counsel. Motion carried.

In re: APPROVAL OF ACCOUNTS PAYABLE - CONTINUED
After clarification from Vivian Fields form the County Clerk's office, motion by Manuel, second by F. Morgan to bring the original motion to approve the accounts payable back. Motion carried. The Commission then voted on the motion to approve the accounts payable for May 17, 2007. Motion carried.

Check #	Dept	Vendor	PO #	Amt w/PO	Amt w/o PO	Amount
052434	439	AMERICAN PLANNING ASSOC	43663	\$ 1,185.00	\$ 0.00	\$ 1,185.00

052435	425	COMCAST		\$ 0.00	\$ 55.94	\$ 55.94
052436	412	AT&T		\$ 0.00	\$ 2.92	\$ 2.92
052436	424	AT&T		\$ 0.00	\$ 1.07	\$ 1.07
052437	412	BARDANE PUBLIC HEALTH		\$ 0.00	\$ 383.00	\$ 383.00
052437	431	BARDANE PUBLIC HEALTH		\$ 0.00	\$ 308.33	\$ 308.33
052438	425	BRIGGS WELD & RAD REPAIR	43936	\$ 465.00	\$ 0.00	\$ 465.00
052439	PAYROLL	BUREAU FOR CHILD SUPPORT		\$ 0.00	\$ 72.00	\$ 72.00
052440	424	B-K OFFICE SUPPLY INC	43482	\$ 3,028.00	\$ 0.00	\$ 3,028.00
052440	712	B-K OFFICE SUPPLY INC	44080	\$ 322.00	\$ 0.00	\$ 322.00
052441	401	TESSA Y REED		\$ 0.00	\$ 12.61	\$ 12.61
052442	PAYROLL	BUREAU F/CHILD SUPPORT		\$ 0.00	\$ 62.31	\$ 62.31
052443	PAYROLL	BUREAU FOR CHILD SUPPORT		\$ 0.00	\$ 90.89	\$ 90.89
052444	425	CHARLES TOWN LOCK & KEY	43939	\$ 95.00	\$ 0.00	\$ 95.00
052445	424	CHARLES TOWN WATER DEPT		\$ 0.00	\$ 156.47	\$ 156.47
052445	425	CHARLES TOWN WATER DEPT		\$ 0.00	\$ 707.43	\$ 707.43
052446	PAYROLL	CHILD SUPPORT ENFORCE AG		\$ 0.00	\$ 23.07	\$ 23.07
052447	443	DELTA ZETA		\$ 0.00	\$ 260.00	\$ 260.00
052448	439	DOMINION POST	43653	\$ 406.09	\$ 0.00	\$ 406.09
052449	INVEST	EQUITABLE THE EQUIVEST		\$ 0.00	\$ 15.00	\$ 15.00
052450	424	ENGINEERED DIGITAL APPL	43488	\$ 1,960.00	\$ 0.00	\$ 1,960.00
052451	412	FRONTIER		\$ 0.00	\$ 361.92	\$ 361.92
052451	415	FRONTIER		\$ 0.00	\$ 331.43	\$ 331.43
052451	424	FRONTIER		\$ 0.00	\$ 13,007.57	\$ 13,007.57
052451	712	FRONTIER		\$ 0.00	\$ 3,853.98	\$ 3,853.98
052452	415	GENERAL COUNTY FUND-J FE		\$ 0.00	\$ 34,439.00	\$ 34,439.00
052453	716	HILLSIDE VETERINARY HOSP	43778	\$ 494.40	\$ 0.00	\$ 494.40
052454	428	IBM CORPORATION		\$ 0.00	\$ 1,073.00	\$ 1,073.00
052455	439	KON OFFICE SOLUTIONS	43664	\$ 332.11	\$ 0.00	\$ 332.11
052456	ING	ING		\$ 0.00	\$ 175.00	\$ 175.00
052457	425	JEFF CO PUBLIC SER DEPT		\$ 0.00	\$ 53.96	\$ 53.96
052458	700	JEFF CO DEPUTY SHERIFF'S		\$ 0.00	\$ 101.00	\$ 101.00
052458	700	JEFF CO DEPUTY SHERIFF'S		\$ 0.00	\$ 12.47	\$ 12.47
052458	700	JEFF CO DEPUTY SHERIFF'S		\$ 0.00	\$ 592.96	\$ 592.96
052459	425	JEFFERSON COUNTY SOLID	43938	\$ 24.49	\$ 0.00	\$ 24.49
052460	425	JEFFERSON UTILITIES INC		\$ 0.00	\$ 63.00	\$ 63.00
052461	All Depts	JEFFERSON SECURITY BANK		\$ 0.00	\$ 4,619.00	\$ 4,619.00
052462	401	LEWIS CO CIRCUIT CLERK		\$ 0.00	\$ 83.10	\$ 83.10
052463	712	LANGUAGE LINE SERVICES		\$ 0.00	\$ 387.31	\$ 387.31
052464	All Depts	MD COMPTROLLER		\$ 0.00	\$ 643.74	\$ 643.74
052465	425	HOME DEPOT CREDIT SERVIC		\$ 0.00	\$ 422.70	\$ 422.70
052466	700	MCKINNEY'S AUTO REPAIR	43940	\$ 318.42	\$ 0.00	\$ 318.42
052467	424	MCI		\$ 0.00	\$ 2,235.72	\$ 2,235.72
052468	PAYROLL	MD Child Support Account		\$ 0.00	\$ 140.00	\$ 140.00
052469	INVEST	NATIONWIDE RETIREMENT		\$ 0.00	\$ 765.21	\$ 765.21
052470	402	PIFER OFFICE SUPPLY, INC	43630	\$ 34.35	\$ 0.00	\$ 34.35
052470	403	PIFER OFFICE SUPPLY, INC	43823	\$ 10.25	\$ 0.00	\$ 10.25
052471	439	PLANNING COMM JOURNAL	43662	\$ 150.00	\$ 0.00	\$ 150.00
052472	404	SHERIFF OF JEFFERSON CO	42862	\$ 69.25	\$ 0.00	\$ 69.25
052473	402	SOFTWARE SYSTEMS, INC		\$ 0.00	\$ 374.00	\$ 374.00
052473	402	SOFTWARE SYSTEMS, INC		\$ 0.00	\$ 676.00	\$ 676.00
052473	403	SOFTWARE SYSTEMS, INC		\$ 0.00	\$ 425.00	\$ 425.00
052473	403	SOFTWARE SYSTEMS, INC		\$ 0.00	\$ 50.00	\$ 50.00
052473	404	SOFTWARE SYSTEMS, INC		\$ 0.00	\$ 318.00	\$ 318.00
052473	404	SOFTWARE SYSTEMS, INC		\$ 0.00	\$ 410.00	\$ 410.00
052473	404	SOFTWARE SYSTEMS, INC		\$ 0.00	\$ 113.00	\$ 113.00
052473	428	SOFTWARE SYSTEMS, INC		\$ 0.00	\$ 28.00	\$ 28.00
052473	982	SOFTWARE SYSTEMS, INC		\$ 0.00	\$ 11,602.18	\$ 11,602.18
052474	704	ST/WV REGIONAL JAIL &	44070	\$ 105,778.50	\$ 0.00	\$ 105,778.50
052475	All Depts	SHERIFF OF JEFFERSON CO		\$ 0.00	\$ 37.20	\$ 37.20
052475	All Depts	SHERIFF OF JEFFERSON CO		\$ 0.00	\$ 6,911.86	\$ 6,911.86
052475	All Depts	SHERIFF OF JEFFERSON CO		\$ 0.00	\$ 29,554.12	\$ 29,554.12
052475	All Depts	SHERIFF OF JEFFERSON CO		\$ 0.00	\$ 8.70	\$ 8.70
052476	All Depts	SHERIFF OF JEFFERSON CO		\$ 0.00	\$ 19.81	\$ 19.81
052476	All Depts	SHERIFF OF JEFFERSON CO		\$ 0.00	\$ 25,609.69	\$ 25,609.69
052477	430	STAPLES CREDIT PLAN	43799	\$ 318.93	\$ 0.00	\$ 318.93
052477	401	STAPLES CREDIT PLAN		\$ 0.00	\$ 277.11	\$ 277.11
052477	405	STAPLES CREDIT PLAN		\$ 0.00	\$ 25.99	\$ 25.99
052477	406	STAPLES CREDIT PLAN		\$ 0.00	\$ 297.59	\$ 297.59
052477	412	STAPLES CREDIT PLAN		\$ 0.00	\$ 184.73	\$ 184.73
052477	700	STAPLES CREDIT PLAN		\$ 0.00	\$ 678.15	\$ 678.15
052477	711	STAPLES CREDIT PLAN		\$ 0.00	\$ 447.08	\$ 447.08
052477	712	STAPLES CREDIT PLAN		\$ 0.00	\$ 1,199.79	\$ 1,199.79
052477	716	STAPLES CREDIT PLAN		\$ 0.00	\$ 99.55	\$ 99.55

052477	960	STAPLES CREDIT PLAN		\$ 0.00	\$ 93.69	\$ 93.69
052478	406	SHEETZ FLEET FUELING		\$ 0.00	\$ 368.58	\$ 368.58
052478	424	SHEETZ FLEET FUELING		\$ 0.00	\$ 1,314.15	\$ 1,314.15
052478	430	SHEETZ FLEET FUELING		\$ 0.00	\$ 105.55	\$ 105.55
052478	439	SHEETZ FLEET FUELING		\$ 0.00	\$ 572.29	\$ 572.29
052478	700	SHEETZ FLEET FUELING		\$ 0.00	\$ 6,695.88	\$ 6,695.88
052478	711	SHEETZ FLEET FUELING		\$ 0.00	\$ 285.80	\$ 285.80
052478	712	SHEETZ FLEET FUELING		\$ 0.00	\$ 497.74	\$ 497.74
052478	716	SHEETZ FLEET FUELING		\$ 0.00	\$ 695.91	\$ 695.91
052479	425	SHEN VALLEY WATER		\$ 0.00	\$ 490.90	\$ 490.90
052480	960	HAMMER,FERRETTI,SCHIAVON		\$ 0.00	\$ 1,456.01	\$ 1,456.01
052481	425	SHENANDOAH AC & HTG	43937	\$ 7,035.00	\$ 0.00	\$ 7,035.00
052482	439	US CELLULAR		\$ 0.00	\$ 136.20	\$ 136.20
052482	711	US CELLULAR		\$ 0.00	\$ 131.50	\$ 131.50
052483	712	VITAL SIGNS	44081	\$ 34.50	\$ 0.00	\$ 34.50
052484	INVEST	VALIC, %CHASE BANK TEXAS		\$ 0.00	\$ 100.00	\$ 100.00
052485	430	VOLUNTEER WEST VIRGINIA	44104	\$ 130.00	\$ 0.00	\$ 130.00
052485	430	VOLUNTEER WEST VIRGINIA	44106	\$ 25.00	\$ 0.00	\$ 25.00
052486	425	WM OF WEST VIRGINIA, INC		\$ 0.00	\$ 191.31	\$ 191.31
052486	716	WM OF WEST VIRGINIA, INC		\$ 0.00	\$ 89.73	\$ 89.73
052487	425	WM OF WEST VIRGINIA, INC		\$ 0.00	\$ 253.40	\$ 253.40
052488	424	WVPEIA 896046625		\$ 0.00	\$ 8,057.00	\$ 8,057.00
052489	401	WVNET		\$ 0.00	\$ 16.67	\$ 16.67
052490	712	WESTERN STATES COMM.	42929	\$ 100.00	\$ 0.00	\$ 100.00
TOTAL						\$ 212,478.79

DEPT	NAME	DEPT AMTS
401/COM	CO. COMMISSION	\$ 389.49
402/CCLK	CO. CLERK	\$ 1,084.35
403/CIR CLK	CIRCUIT CLERK	\$ 485.25
404/TAX	TAX OFFICE	\$ 910.25
405/PA	PROS ATTY	\$ 25.99
406/ASSR	ASSESSORS	\$ 666.17
408/GOV	ST.COMPNET CHG BO GOV UNIT	
412/AG	AG AGT	\$ 932.57
413/ELE	ELECTION	
415/MAG CT	MAGISTRATE COURT	\$ 331.43
415/	GENERAL SCHOOL/CO TRANSFER	\$ 34,439.00
424/CTHS	COURT HOUSE	\$ 29,759.98
425/OB	OTHER BUILDING	\$ 9,858.13
428/DATAP	DATA PROCESSING	\$ 1,101.00
430/HLS	HOMELAND SEC	\$ 579.48
431/ECON DEV	ECON DEV	\$ 308.33
439/PZ	PLANNING ZONING	\$ 2,781.69
700/SHRF	SHERIFF DEPT	\$ 8,398.88
701/SHRF	SHERIFF DEPT	
704/WV JAIL	ST/WV REGIONAL JAIL	\$ 105,778.50
711/OES	EMERG SVC	\$ 864.38
712/911	911 COMMUNICATION	\$ 6,395.32
716/A/C	ANIMAL CONTROL	\$ 1,379.59
801/MTL HLTH	MENTAL HEALTH TRANS TO ENTITIE	
808GOV UNIT	SWA CONTRIB OTHER GOV UNIT	
900/PARK&REC	JEFFERSON CO. PARKS& REX	
916/LIBRARY	LIBRARY CAPITAL OUTLAY	
960/IMPACT	IMPACT FEES	\$ 1,549.70
966/CAP/AA	AMBULANCE AUTH CAP OUTLAY	
975/CAP OTL	CO. CLERK / CAPITAL OUTLAY	
976/CAP/CIR	CIRCUIT CLERK/CAPITAL OUTLAY	
978/CAP/PA	PROS ATTY/CAPITAL OUTLAY	
979/CAP/TAX	TAX OFFICE/CAPITAL OUTLAY	
980/CAP/SRF	SHERIFF DEPT/CAPITAL OUTLAY	
982/DATA	DATA PROCESSING - IMAGING	\$ 11,602.18
986/CAP/COMM	CO. COMMISSION/CAPITAL OUTLAY	
989/CAP/AGT	AG AGT/CAPITAL OUTLAY	
992/CAP/911	911 COMMUNICATION/CAP OUTLAY	
998/PRK/REC	PARKS & REC COMMUNITY CENTER	
ALL DEPTS	ALL DEPTS	\$ 67,404.12
ALLOC	ALLOCATIONS	

GRANTS	GRANTS	\$	260.00
INVEST	INVESTMENTS	\$	1,055.21
PAYROLL	PAYROLL	\$	388.27
TOTALS		\$	288,729.26

In re: LEGISLATIVE ISSUES

Commissioner Manuel informed the Commission that he had been unable to speak with Carrie Webster about the annexation issues, but will speak with her before the interims.

Commissioner Manuel informed the Commission that he was arranging a meeting for Friday, May 25, 2007, at the Hunter House to work on the EMS & Fire Fee consolidation board.

In re: HERB SNYDER - SHENANDOAH JUNCTION SAVE OUR POST OFFICE COMMITTEE

Herb Snyder appeared before the Commission to request approval of a resolution to support the reopening of the Shenandoah Junction Post Office. After discussion, motion by Manuel, second by R. Morgan to approve and sign the resolution as presented by Mr. Snyder. Motion carried.

RESOLUTION

A RESOLUTION: *Requesting the United States Postal Service to Reopen the Shenandoah Junction, West Virginia 25442, Post Office at the Earliest Possible Date.*

WHEREAS, *service at the Shenandoah Junction Post Office was suspended on April 9, 2007, due to needed repairs to the office space rented from the Elk Branch Masonic Lodge;*

WHEREAS, *the Shenandoah Junction, West Virginia post office was established on February 14, 1881 and moved into the current location in 1896 and has been in continuous operation until the current suspension of service;*

WHEREAS, *the Shenandoah Junction Post Office is of historic, architectural, and cultural significance and the continued operation of the post office will maintain the historic and cultural nature of the community and county;*

WHEREAS, *the Shenandoah Junction Post Office is a level 15 office with a full time U.S.P.S. postmaster and two rural routes, the office serves between 2,000 to 3,000 citizens of Jefferson County;*

WHEREAS, *the Elk Branch Masonic Lodge which owns the post office building is making the repairs that were requested by the U.S.P.S. in the letter dated May 4, 2007, to Elk Branch Masonic Lodge;*

WHEREAS, *any prolonged suspension of post office service within the town of Shenandoah Junction will create a significant hardship on all community area residents, particularly senior citizens who rely on the local post office for a full range of postal services, and;*

WHEREAS, *Shenandoah Junction is Jefferson County's central hub for schools including: Jefferson High School, the Ninth Grade Complex, the T.A. Lowery Elementary School and the Jefferson County Central School Bus and Transportation Complex.*

THEREFORE BE IT RESOLVED, *the Jefferson County Commission requests the United States Postal Service to reopen the Shenandoah Junction Post Office immediately upon completion of the requested repairs and that a prolonged suspension of service does not occur.*

DATE: May 17, 2007

Commission President: /s/ Frances B. Morgan Commissioner: /s/ Gregory A. Corliss

Commissioner: /s/ Dale Manuel Commissioner: /s/ A.M.S. "Rusty" Morgan

Commissioner: /s/ James T. Surkamp

In re: BOB TABB - PARKS AND RECREATION ISSUES

Bob Tabb, from Town and Country Nursery, appeared before the Commission concerning issues with the Parks and Recreation Commission concerning finances. Mr. Tabb informed the Commission that he had requested an audit of the Parks and Recreation Commission from the State. After discussion, the Commission agreed to invite Tim Barr and a few Parks and Recreation Board Members to a Commission meeting in order to discuss these issues.

In re: KIRK DAVIS - TRAFFIC LIGHT MEETING

Upon the Commission's request, Kirk Davis appeared before the Commission. The Commission requested that Mr. Davis attend a meeting next week concerning the installation of a traffic light at the new high school. Mr. Davis agreed to attend the meeting.

**In re: KENDIG KEAST UPDATE/ORDINANCE REWRITE DISCUSSION
- REVIEW OF DRAFT MAP**

Commissioner R. Morgan reported on the TDR Committee. The Commission also agreed to request Mason Carter to give his opinion on rewriting the salvage yard ordinance.

In re: GIS STEERING COMMITTEE FORMATION

Jeff Polczynski appeared before the Commission to discuss the formation of a GIS Steering Committee. After discussion, the Commission agreed to establish the GIS Steering Committee and to have the GIS Coordinator, Todd Fagan, come back to the Commission with a list of members.

In re: SHEPHERDSTOWN BATTLEFIELD - TRANSPORTATION ENHANCEMENT GRANT

After discussion, the Commission agreed to have Assistant Prosecuting Attorney James Casimiro contact Ed Dunleavy, from the Shepherdstown Battlefield Association, to possibly create a memorandum of understanding concerning maintenance for the battlefield.

The Commission took a 10 minute break at 10:55 a.m.

In re: THE VILLAGE AT SAMUEL STREET - REQUEST ASSIGNMENT OF BOND ESTIMATE

James Casimiro, Assistant Prosecuting Attorney, informed the Commission that he was currently working on this item.

In re: SUMMER INTERNS

The Commission agreed that they were interested in creating a Summer Intern program and agreed to keep this matter on the agenda.

In re: SET A TIME AND LOCATION FOR A MEETING IN THE MOUNT MISSION AREA

James Casimiro, Assistant Prosecuting Attorney, informed the Commission that a town meeting in the Mount Mission area should be okay as long as there were no decisions made at the meeting and that the meeting was noticed. Amelia Brock, a representative from the Mount Mission area was present and agreed to arrange a time and location for the meeting. The Commission agreed that they were receptive to receiving an invitation to a town meeting in the Mount Mission area.

**In re: JENNIFER S. MAGHAN - COUNTY CLERK'S REPORT
- ELECTION UPDATE**

Jennifer S. Maghan, County Clerk, appeared before the Commission to give the County Clerk's report. Ms. Maghan updated the Commission on election information.

In re: LEGAL UPDATE AND REPORT

After discussion with Stephanie Grove, Assistant Prosecuting Attorney, the Commission agreed to make the draft Kendig Keast maps available for the public to view at the County Commission office.

Motion by Manuel, second by R. Morgan to enter into Executive Session with legal counsel in order to discuss pending litigation as provided by Peters vs. Wood County. Motion carried.

Motion by Manuel, second by R. Morgan to return to Regular Session. Motion carried.

No action was taken during or after executive session.

The Commission revisited hearing comments from Jim Campbell, counsel for Old Standard, LLC. Mr. Campbell discussed setting up a tour of the Old Standard Quarry. Mr. Campbell said the tour would be set up to include the Commission, members of the press, and all parties on both sides of the issue. Ms. Grove informed the Commission that the tour would be acceptable under the parameters that Mr. Campbell had stated. After discussion, motion by Manuel, second by Corliss to set up the tour of the Old Standard Quarry under the parameters that Mr. Campbell had stated. Motion carried. The Commission agreed on June 4th, 2007 for the tour.

The Commission recessed for lunch until 1:30 p.m.

In re: EMPLOYEE BENEFITS

Steven Pace, from Unity Benefit Services, appeared before the Commission to discuss health insurance options for the County. After discussion, motion by Corliss, second by F. Morgan to set up a work session for next Thursday with Mr. Pace and to invite the Elected Officials and Department Heads to the work session. Motion carried.

In re: REQUIRING PSD TO PROVIDE PLANNING COMMISSION WITH CURRENT ALLOCATION REPORT FOR CIS REVIEW

After discussion, Commissioner Surkamp agreed to place this matter on the Planning Commission's agenda.

In re: USGS WATER STUDY FUND REQUEST

After discussion, motion by Corliss, second by Manuel to look at the remaining funds from the unencumbered balance to possibly fund the USGS Water Study. Motion carried.

In re: BILL POLK - RECOMMENDATION FOR EMPLOYMENT OF MAINTENANCE MECHANIC

Bill Polk appeared before the Commission to recommend hiring Mr. David Weis as Maintenance Mechanic. Motion by Manuel, second by R. Morgan to enter into salary negotiations to hire Mr. Weis. Motion carried.

In re: PROPOSED TRANSMISSION LINE THROUGH REGION, POSSIBLY JEFFERSON COUNTY

Commissioner Surkamp reported on a proposed transmission line that might run through Jefferson County. Commissioner Surkamp informed the Commission that there was a July 7, 2007 deadline for submitting comments on the proposed line. The Commission agreed to keep the matter on the agenda.

In re: LEGALITY OF SEWER USE ORDINANCE RE PERMITTING REQUIREMENTS FOR INDIVIDUAL SEPTIC

The Commission referred this matter to legal counsel.

In re: PLANNING COMMISSION RECOMMENDATION TO THE COUNTY COMMISSION - UPDATE FOR LAST CHANCE USED CARS REZONING

Motion by Surkamp, motion by Manuel to approve the petition to rezone for Last Chance Used Cars as recommended by the Planning Commission. Motion carried.

In re: F. MARK SCHIAVONE - PERMISSION TO ADVERTISE - IT SUPPORT TECHNICIAN

Kirk Davis appeared on behalf of Mr. Schiavone to request the Commission's approval to advertise for an IT Support Technician. After discussion, motion by Surkamp, second by R. Morgan to approve the advertisement for the IT Support Technician. Motion carried.

In re: CONSIDER HOLDING ONE OR MORE PUBLIC FORUMS ON UPCOMING JUNE 9TH TABLE GAMES REFERENDUM

The Commission agreed to allow the use of the library meeting room for public forums on the upcoming table games referendum. Commissioner F. Morgan agreed to contact the appropriate groups to inform them of the availability of the meeting room.

In re: CITIZEN CORPS PILOT GRANT PROGRAM PROPOSAL

Barbara Miller appeared before the Commission concerning the Citizen Corps Pilot Grant Program proposal. After discussion, motion by Manuel, second by Corliss to endorse the Citizen Corps Pilot Grant Program proposal. Motion carried.

In re: RE-ORGANIZATION: SEPARATING ANIMAL CONTROL FROM MAINTENANCE DEPT., ELEVATION MR. SHREWSBURY TO SUPERVISOR, DE-FUNDING NEW SUPERVISOR POSITION

The Commission discussed hiring a supervisor for Animal Control. Commissioner Corliss reported on an email he received regarding Animal Control. The Commission agreed to have Animal Control Supervisor Bill Polk report on the matter next week.

In re: COUNTY COMMISSIONER REPORTS

Commissioner Manuel reported on the Parks and Recreation Commission meeting.

In re: SHERIFF BOOBER - DELINQUENT PERSONAL AND REAL ESTATE TAXES

Sheriff Boober appeared before the Commission and presented the delinquent personal and real estate taxes. Motion by R. Morgan, second by Manuel to approve the list of delinquent personal and real estate taxes as presented. Motion carried.

The Commission received the following information:

Notice of a Site Plan Review for Jefferson County Emergency Communications on May 18, 2007 received from the Department of Planning & Zoning.

Notice received from the Department of Planning & Zoning of a Subdivision Work Session on Friday, May 18, 2007.

Invitation received from Potomac Headwaters RC&D to attend the annual meeting on June 27, 2007.

Notice received of 3 Community Greening & RFP Workshop on May 30, 2007.

Correspondence received from Smith Nadenbousch Insurance concerning Board of Risk and Insurance Management.

Correspondence received from the Secretary of State's office concerning the 2007 Election Seminar.

Copy of the Jefferson County Public Service District budget received for the 2007-2008 fiscal year.

Meeting minutes received from the Jefferson County Public Service District.

Correspondence received from the Partnership for Affordable Housing concerning financial support.

Correspondence received from the Town of Bolivar concerning Old Standard LLC.

Copy of correspondence received from West Virginia Division of Culture and History concerning the Shenandoah Crossing Project.

Copy of correspondence sent to J. Michael Cassell from the Department of Planning received concerning Old Standard LLC.

Memorandum received from the County Clerk concerning securities held by BB&T.

Base-Flow Yields of Watersheds in the Berkeley County Area received.

News release received concerning Rockymarsh Run.

Administrative Order received from the Office of Environmental Health Services concerning the water system at Cave Quarter Estates.

Information received from the County Commissioners' Association concerning hazard mitigation plans.

Franchise fees received from Comcast.

Meeting minutes received from Harpers Ferry/Bolivar PSD.

Correspondence received from the National Oceanic and Atmospheric Administration concerning the National Geodetic Survey.

Correspondence received from the Association of Counties concerning workers' compensation.

Correspondence received from the Association of Counties concerning Hotel Occupancy tax.

E-911 remittance fees received from Citizens Communications.

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

The Commission received the following correspondence:

Correspondence received from Jami M. Hadden concerning roadway alternatives in the eastern portion of Jefferson County.

Correspondence received from Christine Williams concerning the Danley horses.

Correspondence received from Roxanne E. Acosta concerning the Danley horses.

Upon rising, the Commission recessed until Thursday morning next beginning at 9:30 o'clock a.m.

FRANCES B. MORGAN, COMMISSION PRESIDENT