

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, June 21, 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 Corliss conducted the Pledge of Allegiance.

In re: DISPENSE WITH READING OF MINUTES

Motion by Manuel, second by R. Morgan to dispense with the reading of the Minutes for the meeting held on Thursday, June 14, 2007, and to approve the Minutes as prepared. Motion carried.

Motion by Manuel, second by Corliss to dispense with the reading of the Minutes for the June 9, 2007 Special Election Canvass held on Friday, June 16, 2007, and to approve the Minutes as prepared. Motion carried.

In re: APPROVAL OF PURCHASE ORDERS

Motion by R. Morgan, second by Corliss to approve the following Purchase Orders for the Week of June 18, 2007, totaling \$20,256.43: 44060, 44068, 44249, 44250, 44251, 44252, 44238, 43989, 43337, 44092, 44093, 43670, 43673, 43986, 43987, 43988, 43991, 43993, 43994, 44000, and 43995. Motion carried.

In re: APPROVAL OF ACCOUNTS PAYABLE

Motion by R. Morgan, second by Manuel to approve the list of the Accounts Payable dated June 21, 2007, as presented by the County Clerk and reviewed by the County Commission. Motion carried.

Chk #	Dept	Vendor	PO#	PO Amt	Amt w/o PO	Total
052634	425	ALLEGHENY POWER		\$0.00	\$591.45	\$591.45
052635	225	AMERICAN FAMILY LIFE ICU		\$0.00	\$1,816.01	\$1,816.01
052636	716	APPLE TREE ANIMAL CLINIC	43968	\$145.00	\$0.00	\$145.00
052637	405	ACCURATE SYSTEMS INC	44014	\$180.00	\$0.00	\$180.00
052638	425	COMCAST		\$0.00	\$55.94	\$55.94
052639	412	AT&T		\$0.00	\$2.23	\$2.23
052640	439	ASSOC ST.FLOODPLAIN MNGR	44125	\$140.00	\$0.00	\$140.00
052641	425	AUTOZONE		\$0.00	\$9.99	\$9.99
052642	425	ARCH WIRELESS	42917	\$176.29	\$0.00	\$176.29
052642	700	ARCH WIRELESS	42918	\$322.92	\$0.00	\$322.92

052642	712	ARCH WIRELESS		\$0.00	\$438.87	\$438.87
052643	712	AERIALS EXPRESS	42434	\$750.00	\$0.00	\$750.00
052644	425	BLUE RIDGE GARAGE DOORS	43746	\$2,537.00	\$0.00	\$2,537.00
052645	439	ICC	44131	\$254.00	\$0.00	\$254.00
052646	700	EVERETT W BOOBER		\$0.00	\$31.70	\$31.70
052647	425	B-K OFFICE SUPPLY INC	43967	\$645.00	\$0.00	\$645.00
052647	439	B-K OFFICE SUPPLY INC	44122	\$3,426.43	\$0.00	\$3,426.43
052647	439	B-K OFFICE SUPPLY INC	44123	\$6,659.67	\$0.00	\$6,659.67
052647	439	B-K OFFICE SUPPLY INC	44134	\$72.48	\$0.00	\$72.48
052647	439	B-K OFFICE SUPPLY INC	44135	\$2,104.00	\$0.00	\$2,104.00
052647	978	B-K OFFICE SUPPLY INC	44003	\$378.50	\$0.00	\$378.50
052648	424	BOLAND SERVICES	43758	\$385.00	\$0.00	\$385.00
052648	425	BOLAND SERVICES	43473	\$593.00	\$0.00	\$593.00
052649	402	CASTO & HARRIS INC	44041	\$438.00	\$0.00	\$438.00
052649	402	CASTO & HARRIS INC	44057	\$270.02	\$0.00	\$270.02
052649	402	CASTO & HARRIS INC	44059	\$171.30	\$0.00	\$171.30
052650	700	COUNTRY ROADS TIRE & AUT	43973	\$350.55	\$0.00	\$350.55
052651	425	*CREAMERS AUTO SERVICE	43983	\$335.67	\$0.00	\$335.67
052651	700	*CREAMERS AUTO SERVICE	43972	\$270.00	\$0.00	\$270.00
052651	700	*CREAMERS AUTO SERVICE	43984	\$29.45	\$0.00	\$29.45
052652	424	CHARLES TOWN WATER DEPT		\$0.00	\$99.08	\$99.08
052652	425	CHARLES TOWN WATER DEPT		\$0.00	\$714.17	\$714.17
052653	712	VERIZON		\$0.00	\$150.00	\$150.00
052654	405	MARY K COOK	44013	\$34.65	\$0.00	\$34.65
052655	712	JAMES CADY		\$0.00	\$60.00	\$60.00
052656	425	COMSTOCK PLUMBING	43985	\$379.30	\$0.00	\$379.30
052657	700	COMBINED SYSTEMS, INC.	43876	\$300.00	\$0.00	\$300.00
052658	712	APPLE VALLEY TIRE	43338	\$55.00	\$0.00	\$55.00
052659	403	DAYTON LEGAL BLANK	43827	\$808.53	\$0.00	\$808.53
052659	406	DAYTON LEGAL BLANK	42881	\$997.39	\$0.00	\$997.39
052660	405	DELL MARKETING LP	44010	\$149.98	\$0.00	\$149.98
052660	439	DELL MARKETING LP	44118	\$3,624.60	\$0.00	\$3,624.60
052660	439	DELL MARKETING LP	44119	\$11,946.62	\$0.00	\$11,946.62
052660	960	DELL MARKETING LP	40714	\$816.33	\$0.00	\$816.33
052661	700	DIV CRIMINAL JUSTICE SVC	43875	\$2,000.00	\$0.00	\$2,000.00
052662	425	DAYCON	43971	\$705.85	\$0.00	\$705.85
052663	425	DEAN'S LAWNMOWER SHOP	43979	\$70.77	\$0.00	\$70.77
052664	712	NANCY DOPSON		\$0.00	\$4.23	\$4.23
052665	712	EASTERN PANHANDLE PRINT	43863	\$2,564.00	\$0.00	\$2,564.00
052666	712	EARTHLINK INC		\$0.00	\$21.95	\$21.95
052667	424	J.C.EHRLICH		\$0.00	\$29.00	\$29.00
052667	425	J.C.EHRLICH		\$0.00	\$327.00	\$327.00
052668	439	FRONTIER	44130	\$1,167.87	\$0.00	\$1,167.87
052668	412	FRONTIER		\$0.00	\$361.92	\$361.92
052668	415	FRONTIER		\$0.00	\$331.43	\$331.43
052668	424	FRONTIER		\$0.00	\$12,778.27	\$12,778.27
052668	712	FRONTIER		\$0.00	\$3,958.97	\$3,958.97
052669	439	FAILURE & DAMAGE ANALYSI	44129	\$258.00	\$0.00	\$258.00
052670	424	FEDEX KINKO'S	44099	\$95.76	\$0.00	\$95.76
052671	700	GALLS INCORPORATED	43871	\$3,347.90	\$0.00	\$3,347.90
052672	415	GENERAL COUNTY FUND-J FE		\$0.00	\$27,950.40	\$27,950.40

052673	425	GRAINGER, INC	43980	\$264.48	\$0.00	\$264.48
052674	989	GREAT AMERICA LEASING	42420	\$2,850.01	\$0.00	\$2,850.01
052675	401	GRANT CO PRESS	44236	\$18.95	\$0.00	\$18.95
052676	439	GRAPHICS PRODUCTS	44136	\$1,553.45	\$0.00	\$1,553.45
052677	439	HERALD MAIL	43657	\$1,126.10	\$0.00	\$1,126.10
052678	412	HEALTH & NUTRITION LETTE	42417	\$46.00	\$0.00	\$46.00
052679	401	COX HOLLIDA LLP		\$0.00	\$5,000.00	\$5,000.00
052680	439	KON OFFICE SOLUTIONS	44126	\$219.33	\$0.00	\$219.33
052681	712	INFORMATION SERVICES		\$0.00	\$25.27	\$25.27
052682	439	INTERSPEC LLC	44127	\$698.00	\$0.00	\$698.00
052683	425	JEFF CO PUBLIC SER DEPT		\$0.00	\$54.49	\$54.49
052684	402	JEFFERSON PUBLISH CO INC	44064	\$416.66	\$0.00	\$416.66
052684	404	JEFFERSON PUBLISH CO INC	42864	\$5,159.26	\$0.00	\$5,159.26
052684	439	JEFFERSON PUBLISH CO INC	44124	\$528.95	\$0.00	\$528.95
052684	401	JEFFERSON PUBLISH CO INC		\$0.00	\$182.40	\$182.40
052685	424	THE JOURNAL	43978	\$322.69	\$0.00	\$322.69
052685	439	THE JOURNAL	43650	\$976.04	\$0.00	\$976.04
052686	425	JEFFERSON UTILITIES INC		\$0.00	\$63.00	\$63.00
052687	439	KENDIG KEAST		\$0.00	\$10,048.05	\$10,048.05
052688	712	LANGUAGE LINE SERVICES		\$0.00	\$91.81	\$91.81
052689	401	MATTHEW BENDER & CO	44073	\$51.25	\$0.00	\$51.25
052689	402	MATTHEW BENDER & CO	44067	\$51.25	\$0.00	\$51.25
052690	412	JUDITH A MATLICK		\$0.00	\$50.00	\$50.00
052691	712	PRIORITY DISPATCH	43860	\$340.00	\$0.00	\$340.00
052691	712	PRIORITY DISPATCH	43861	\$375.00	\$0.00	\$375.00
052692	712	MSAG DATA CONSULTANTS IN	42433	\$2,859.00	\$0.00	\$2,859.00
052692	712	MSAG DATA CONSULTANTS IN		\$0.00	\$977.00	\$977.00
052693	425	MCDANIEL HARDWOOD PRODUC	43966	\$1,026.60	\$0.00	\$1,026.60
052694	425	HOME DEPOT CREDIT SERVIC		\$0.00	\$632.94	\$632.94
052695	430	BARBARA J. MILLER		\$0.00	\$47.07	\$47.07
052696	700	MCKINNEY'S AUTO REPAIR	43976	\$305.19	\$0.00	\$305.19
052696	700	MCKINNEY'S AUTO REPAIR	43982	\$547.55	\$0.00	\$547.55
052697	424	MCI		\$0.00	\$1,109.54	\$1,109.54
052698	401	FRANCES B. MORGAN		\$0.00	\$533.61	\$533.61
052699	712	CHRISTINE MILLER		\$0.00	\$60.00	\$60.00
052700	712	NENA	43866	\$275.00	\$0.00	\$275.00
052701	401	JEFF CO PARKS &		\$0.00	\$10,000.00	\$10,000.00
052702	402	PIFER OFFICE SUPPLY, INC	44056	\$70.80	\$0.00	\$70.80
052702	403	PIFER OFFICE SUPPLY, INC	43838	\$114.28	\$0.00	\$114.28
052703	439	PRINT-O-STAT	44121	\$850.69	\$0.00	\$850.69
052703	439	PRINT-O-STAT	44137	\$1,848.00	\$0.00	\$1,848.00
052704	439	PRINTING IMPRESSIONS	44133	\$582.00	\$0.00	\$582.00
052705	712	JEFFREY POLCZYNSKI		\$0.00	\$90.00	\$90.00
052706	998	PALMER CONSTRUCTION CO		\$0.00	\$24,891.00	\$24,891.00
052707	700	EVELYN J. PARTLOW	43877	\$176.00	\$0.00	\$176.00
052708	960	QUILL CORPORATION	40713	\$323.43	\$0.00	\$323.43
052709	712	RESA VIII	43862	\$30.00	\$0.00	\$30.00
052710	700	ROCIC	43878	\$300.00	\$0.00	\$300.00
052711	404	SHERIFF OF JEFFERSON CO	42866	\$23.35	\$0.00	\$23.35
052712	404	SHERIFF OF JEFFERSON CO	42865	\$58.50	\$0.00	\$58.50
052713	712	SOFTWARE SYSTEMS, INC	42775	\$3,410.00	\$0.00	\$3,410.00

052713	712	SOFTWARE SYSTEMS, INC	43867	\$505.00	\$0.00	\$505.00
052713	402	SOFTWARE SYSTEMS, INC		\$0.00	\$676.00	\$676.00
052713	402	SOFTWARE SYSTEMS, INC		\$0.00	\$374.00	\$374.00
052713	403	SOFTWARE SYSTEMS, INC		\$0.00	\$425.00	\$425.00
052713	403	SOFTWARE SYSTEMS, INC		\$0.00	\$50.00	\$50.00
052713	404	SOFTWARE SYSTEMS, INC		\$0.00	\$113.00	\$113.00
052713	404	SOFTWARE SYSTEMS, INC		\$0.00	\$410.00	\$410.00
052713	404	SOFTWARE SYSTEMS, INC		\$0.00	\$318.00	\$318.00
052713	428	SOFTWARE SYSTEMS, INC		\$0.00	\$28.00	\$28.00
052713	982	SOFTWARE SYSTEMS, INC		\$0.00	\$20,509.95	\$20,509.95
052714	405	SPECIALTY BUS SUPPLIES	44015	\$849.50	\$0.00	\$849.50
052715	704	ST/WV REGIONAL JAIL &	44074	\$127,700.50	\$0.00	\$127,700.50
052716	430	STAPLES CREDIT PLAN	43801	\$1,148.96	\$0.00	\$1,148.96
052716	430	STAPLES CREDIT PLAN	44101	\$349.99	\$0.00	\$349.99
052716	439	STAPLES CREDIT PLAN	44132	\$2,621.17	\$0.00	\$2,621.17
052716	413	STAPLES CREDIT PLAN		\$0.00	\$174.98	\$174.98
052716	700	STAPLES CREDIT PLAN		\$0.00	\$121.45	\$121.45
052716	712	STAPLES CREDIT PLAN		\$0.00	\$1,645.60	\$1,645.60
052716	716	STAPLES CREDIT PLAN		\$0.00	\$183.84	\$183.84
052716	960	STAPLES CREDIT PLAN		\$0.00	\$68.22	\$68.22
052717	406	SHEETZ FLEET FUELING		\$0.00	\$446.18	\$446.18
052717	424	SHEETZ FLEET FUELING		\$0.00	\$1,159.36	\$1,159.36
052717	430	SHEETZ FLEET FUELING		\$0.00	\$145.44	\$145.44
052717	439	SHEETZ FLEET FUELING		\$0.00	\$523.05	\$523.05
052717	700	SHEETZ FLEET FUELING		\$0.00	\$8,433.94	\$8,433.94
052717	711	SHEETZ FLEET FUELING		\$0.00	\$168.95	\$168.95
052717	712	SHEETZ FLEET FUELING		\$0.00	\$524.98	\$524.98
052717	716	SHEETZ FLEET FUELING		\$0.00	\$871.59	\$871.59
052718	700	STEWARTS MEN'S WEAR	43872	\$44.00	\$0.00	\$44.00
052719	425	SHENANDOAH VALLEY WATER		\$0.00	\$533.50	\$533.50
052720	424	SHANNON BUSINESS SYSTEMS	43934	\$1,495.00	\$0.00	\$1,495.00
052721	424	SHENANDOAH AIR COND/HTNG	43981	\$213.00	\$0.00	\$213.00
052722	988	THOMASSEN FORD MERCURY		\$0.00	\$1,800.00	\$1,800.00
052723	439	ARCOM	43658	\$493.90	\$0.00	\$493.90
052724	425	HAGEMEYER NORTH AMERICA	43736	\$317.85	\$0.00	\$317.85
052725	960	ALLEN GUTHRIE MCHUGH &		\$0.00	\$1,449.53	\$1,449.53
052726	711	US CELLULAR		\$0.00	\$279.44	\$279.44
052727	424	UPS		\$0.00	\$16.28	\$16.28
052728	424	US POSTAL SERVICE	42867	\$23,530.38	\$0.00	\$23,530.38
052729	989	VALLEY HARDWARE COMPANY	42418	\$84.55	\$0.00	\$84.55
052730	980	VIRGINIA TWO-WAY INC	43874	\$918.00	\$0.00	\$918.00
052731	712	PANHANDLE ACCIDENT RECON	43868	\$1,200.00	\$0.00	\$1,200.00
052732	700	LARRY VANGOSEN	43873	\$26.49	\$0.00	\$26.49
052733	716	ARAMARK / WEARGUARD	43960	\$400.90	\$0.00	\$400.90
052734	712	WV ENHANCED 911 COUNCIL	44098	\$70.00	\$0.00	\$70.00
052735	402	WV STATE AUDITOR	44058	\$750.00	\$0.00	\$750.00
052736	700	WEST VIRGINIA UNIFORM-52	43881	\$661.86	\$0.00	\$661.86
052737	430	WEISENBACH SPEC/PRINTING	43804	\$2,479.90	\$0.00	\$2,479.90
052738	401	WVNET		\$0.00	\$16.67	\$16.67
TOTAL				\$243,615.59	\$145,055.74	\$388,671.33

DEPT	NAME	DEPT AMTS
401/COM	CO. COMMISSION	\$15,802.88
402/CCLK	CO. CLERK	\$3,218.03
403/CIR CLK	CIRCUIT CLERK	\$1,397.81
404/TAX	TAX OFFICE	\$6,082.11
405/PA	PROS ATTY	\$1,214.13
406/ASSR	ASSESSORS	\$1,443.57
408/GOV	ST.COMPNET CHG BO GOV UNIT	
412/AG	AG AGT	\$460.15
413/ELE	ELECTION	\$174.98
415/MAG CT	MAGISTRATE COURT	\$331.43
415/	GENERAL SCHOOL/CO TRANSFER	\$27,950.40
424/CTHS	COURT HOUSE	\$41,233.36
425/OB	OTHER BUILDING	\$10,034.29
428/DATAP	DATA PROCESSING	\$28.00
430/HLS	HOMELAND SEC	\$4,171.36
431/ECON DEV	ECON DEV	
439/PZ	PLANNING ZONING	\$51,722.40
700/SHRF	SHERIFF DEPT	\$17,269.00
701/SHRF	SHERIFF DEPT	
704/WV JAIL	ST/WV REGIONAL JAIL	\$127,700.50
711/OES	EMERG SVC	\$448.39
712/911	911 COMMUNICATION	\$20,481.68
716/A/C	ANIMAL CONTROL	\$1,601.33
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	\$2,657.51
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	\$378.50
979/CAP/TAX	TAX OFFICE/CAPITAL OUTLAY	
980/CAP/SRF	SHERIFF DEPT/CAPITAL OUTLAY	\$918.00
982/DATA	DATA PROCESSING - IMAGING	\$20,509.95
986/CAP/COMM	CO. COMMISSION/CAPITAL OUTLAY	
988/CAP/OB	OTHER BUILDING/CAPITAL OUTLAY	\$1,800.00
989/CAP/AGT	AG AGT/CAPITAL OUTLAY	\$2,934.56
992/CAP/911	911 COMMUNICATION/CAP OUTLAY	
998/PRK/REC	PARKS & REC COMMUNITY CENTER	\$24,891.00
ALL DEPTS	ALL DEPTS	
ALLOC	ALLOCATIONS	
GRANTS	GRANTS	
INVEST	INVESTMENTS	
PAYROLL	PAYROLL	\$1,816.01
TOTALS		\$388,671.33

In re: BONDING AND ACTIVITY REPORT

Rebecca Burns, from the Engineering Department, appeared before the Commission for Bonding. Motion by R. Morgan, second by Corliss to approve the partial release of an Escrow Account in the amount of \$67,136 for PFK, LLC, with the County to retain \$78,212. Motion carried.

Tony Redman, Long Range Planner, appeared before the Commission and updated the Commission on the Planning Commission meeting Tuesday evening and discussed upcoming work sessions with Kendig Keast and on the Old Standard Petition to Rezone.

In re: PUBLIC COMMENT

Nancy Lutz inquired into whether she would be allowed to provide comment during the discussion on Wheatland Road that is on the agenda. The Commission agreed to allow her time to comment at that time.

In re: KEEP JEFFERSON BEAUTIFUL VOLUNTEER AWARD

John DeGurse, President of Keep Jefferson Beautiful, appeared before the Commission to present the Adopt-A-Highway Volunteer Award to Evergreen 4H Club. Pat Welsh, Project Leader for the Evergreen 4H Club, was present and introduced the members of the Evergreen 4H Club.

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 PROPERTY SAFETY ENFORCEMENT AGENCY

No action was taken on this agenda item.

In re: LEGISLATIVE ISSUES

Commissioner Surkamp discussed legislative issues concerning property taxes.

Commissioner Manuel reported on the Transportation Authority meeting and that they would be setting up a meeting with the Governor to discuss road issues.

The Commission also discussed the status of the EMS/Fire Fee Board. Jay Watson was present and commented on this matter.

**In re: ED SMITH - JEFFERSON COUNTY AMBULANCE AUTHORITY - WEST VIRGINIA
EMERGENCY MEDICAL SERVICES RETIREMENT ACT**

Ed Smith, Operations Manager for the Jefferson County Ambulance Authority, appeared before the Commission to request the approval the West Virginia Medical Services Retirement Act Plan. Mr. Smith informed the Commission that the cost for Fiscal Year 2008 to participate in the plan would be \$28,000 and, if approved, the Commission would need to sign an irrevocable resolution. After discussion, motion by R. Morgan, second by Manuel to authorize the President's signature on the resolution for the West Virginia Emergency Medical Services Retirement Act Plan after legal review. Motion carried.

Mr. Smith also inquired if the Ambulance Authority could receive their Fiscal Year 2008 disbursement as soon as possible after July 1, 2007, in order to make first payroll. The Commission agreed to put the matter of having a special disbursement on next week's agenda.

In re: ANDREW BLAKE - CITY OF RANSON - TRIANGLE LLC ANNEXATION

Mr. Blake was not able to appear for this agenda item. Motion by Surkamp, second by R. Morgan to table this matter until next week. Motion carried.

The Commission took a break at 10:35 a.m.

The Commission reconvened at 10:45 a.m.

In re: PAM PARZIALE - ARTS & HUMANITIES ALLIANCE - FUNDING FOR THE ARTS

Pam Parziale, from the Arts & Humanities Alliance, appeared before the Commission to request that funding be provided for the arts out of the Hotel/Motel Occupancy Tax. Margaret McNaughton and Elizabeth Wheeler were present and also commented on the matter. After discussion, motion by R. Morgan, second by Manuel to increase the Hotel/Motel tax to 6% effective July 1, 2007. Motion carried. Motion by R. Morgan, second by Corliss to provided the Arts & Humanities Alliance with ½ of 1% from the 6% raised from the Hotel/Motel Occupancy Tax. Motion carried.

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

Ms. Maghan reported on the table games election held on June 9, 2007.

**PAYMENTS IN LIEU OF TAXES FOR FISCAL YEAR 2007 FROM THE DEPARTMENT
OF THE INTERIOR**

Ms. Maghan informed the Commission that Payments in Lieu of Taxes for Fiscal Year 2007 were being issued from the Department of the Interior totaling approximately \$6,000.

PROPOSAL FOR ANNUAL COUNTY FINANCIAL STATEMENT

Ms. Maghan presented the Commission with a proposal from Paul Shroyer to complete the Annual County Financial Statement. After discussion, motion by Surkamp, second by F. Morgan to approve the proposal from Paul Shroyer to complete the Annual County Financial Statement. Motion passed by a 4-1 vote. Commissioner Corliss voted no.

In re: KENDIG KEAST UPDATE/ORDINANCE REWRITE DISCUSSION

The County Administrator discussed the schedule for Kendig Keast's visit next week.

In re: SHEPHERDSTOWN BATTLEFIELD TRANSPORTATION ENHANCEMENT GRANT

After discussion and review of correspondence received from legal counsel, motion by Corliss, second by R. Morgan to approve the agreement with the State for the Shepherdstown Battlefield Transportation Enhancement Grant. Motion carried.

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

The County Administrator informed the Commission that the bond had been sent to the City of Charles Town and they were scheduled to vote on the matter on June 25, 2007.

In re: LETTER TO SECRETARY OF ENERGY RE PROPOSED TRANSMISSION CORRIDOR THROUGH REGION BY JULY 1, 2007

The Commission agreed to draft a letter concerning the proposed transmission corridor through the region during the lunch break today.

In re: CHRIS CAREY - WEST VIRGINIA COUNTIES RISK POOL

Chris Carey, from the West Virginia Counties Risk Pool, appeared before the Commission to request that the Commission participate in the West Virginia Counties Risk Pool. After discussion, motion by Manuel, second by Surkamp to table the matter until next week in order to obtain an opinion from legal counsel. Motion carried.

In re: DISCUSSION AND INQUIRY INTO WHEATLAND ROAD IMPROVEMENTS - QUESTIONS AND ANSWERS

The Commission agreed to contact Bob Amtower, from the Division of Highways, to meet with the Commission to answer their questions concerning the Wheatland Road project. Nancy Lutz was present and commented on the matter.

In re: MOUNTAIN WATER SYSTEMS FAIR WATER RATE COMMITTEE: STATUS

Doug Horrocks, Scott Tatina and Kay Moore, from the Mountain Water Systems Fair Water Rate Committee, appeared before the Commission to discuss the status of the Mountain Water Project with Dunn Engineering. The County Administrator reported that the letter concerning the revisions to the contract was sent to Dunn Engineering and that we were waiting to receive the amended contract back from Dunn Engineering. The Commission directed that the County Administrator contact Dunn Engineering during their lunch break to find out the status of the amended contract.

The Commission recessed at 12:22 p.m.

The Commission reconvened at 1:30 p.m.

In re: LETTER TO SECRETARY OF ENERGY RE PROPOSED TRANSMISSION CORRIDOR THROUGH REGION BY JULY 1, 2007 - CONTINUED

Commissioner F. Morgan presented a letter drafted concerning the proposed transmission corridor. After discussion, motion by Manuel, second by R. Morgan to approve the letter on the proposed transmission corridor to be sent to Federal, State & Local officials. Motion carried.

In re: EMPLOYEE BENEFITS PROGRAM

Commissioner Surkamp discussed the possibility of changing brokers for the County's health insurance. The Commission agreed to monitor the situation for now.

In re: 3RD REQUEST FOR OLD GUARDIAN HEALTH PLAN AGREEMENT

Commissioner Surkamp informed the Commission that this matter had been taken care of.

In re: USGS WATER AVAILABILITY SURVEY

The Commission discussed deep water storage and recharge as it pertains to the zoning ordinances.

In re: AUDIT CONTRACT EXTENSION REQUEST

Motion by Corliss, second by Manuel to approve the Audit Contract Extension for Cox Hollida Price LLP. Motion carried.

In re: COX HOLLIDA PRICE LLP - CONTRACT FOR AUDIT SERVICES FOR ANIMAL CONTROL

Motion by Surkamp, second by R. Morgan to approve the contract for audit services for Animal Control from Cox Hollida Price LLP. Motion carried.

In re: PARKS & RECREATION COMMISSION - INVITATION FOR COUNTY COMMISSIONERS TO ATTEND JUNE 30TH INDEPENDENCE DAY CELEBRATION AND REQUEST FOR COMMISSIONERS TO WELCOME AND ADDRESS THE CROWD

Commissioner F. Morgan agreed to attend the Independence Day Celebration as requested by the Parks and Recreation Commission.

In re: MONONGALIA COUNTY COMMISSION - INSURANCE POOL

The Commission authorized the County Administrator to participate in the study for a health insurance pool as requested in the letter received from the Monongalia County Commission.

In re: CITY OF MARTINSBURG - MUTUAL AID AGREEMENT

Motion by R. Morgan, second by Corliss to approve the Mutual Aid Agreement from the City of Martinsburg and to authorize the President's signature on the agreement. Motion carried.

In re: TOPICS FOR MT. MISSION MEETING ON SATURDAY, JUNE 23, 2007

The Commission decided to not provide topics for the Mt. Mission meeting scheduled for June 23, 2007. The Commission agreed that the hosts of the meeting would probably decide the format and topics for the meeting.

In re: GYPSY MOTH PROBLEM ON THE MOUNTAIN; LETTER TO USFS RE COST-SHARE

The Commission agreed to defer this matter until after the Mt. Mission meeting on June 23, 2007.

In re: PNG GAMING SALE; INVITATION LETTER TO NEW OWNERSHIP TO COME MEET WITH THE COMMISSION

The Commission discussed the sale of the Charles Town Races & Slots. No action was taken on this matter.

In re: TOUR OF OLD STANDARD PROPERTY INVITATION; CLOSING OF RECORD FOR WORKSHOP; ADVERTISEMENT

The Commission discussed the tour of the Old Standard property and an invitation received from Don Campbell, from the park service, to tour adjacent properties. Commissioner F. Morgan agreed to call Mr. Campbell to get some available times for a tour. The Commission also discussed how they would conduct the work session.

In re: HR DIRECTOR HIRING PROCEDURES

The County Administrator informed the Commission that copies of the resumes for the HR Director position were available. Commissioner Corliss stated that he would like the County Administrator to be part of the selection committee and to also have the HR Director report to the County Administrator. The Commission agreed to put the matter on next week's agenda.

In re: COUNTY COMMISSION REPORTS

Commissioner Surkamp reported on a smart growth presentation and commented on Shepherdstown annexation.

Commissioner Manuel reported on a Transportation Authority meeting.

Commissioner F. Morgan reported a Special Meeting of the Jefferson County Public Service District scheduled for Friday, June 22, 2007.

Commissioner Corliss reported on the Development Authority meeting.

In re: COUNTY ADMINISTRATOR

The County Administrator asked the Commission if they wanted to have a Council of Governments meeting this month. The Commission agreed to have a meeting.

The County Administrator informed the Commission of correspondence received from Governor Manchin concerning the nomination of Barbara Miller for a 2007 Governor's Service Award.

The County Administrator discussed the numerous form letters faxed to the Commission office concerning the Old Standard Quarry petition to rezone. The Commission

agreed that they would like a count of the letters and would like to know if any of the letters were from Jefferson County residents.

The Commission received the following information:

Reminder - Commission Meetings will return to Courthouse on June 28, 2007.

Reminder of Tour of Old Standard Quarry Site on Wednesday, June 27, 2007, at 3:00 p.m.

Reminder of Mt. Mission Town Meeting on Saturday, June 23, 2007, 10:00 a.m. - 1:00 p.m.

Acceptance of bond for Uniwest Construction, Inc in the amount of \$587,856.37.

Memorandum received from Sheriff Boober concerning County operating bank accounts.

Correspondence received from Governor Joe Manchin concerning a nomination for a 2007 Governor's Service Award to Barbara Miller for the Jefferson County Citizens Corps.

Correspondence received from the Destination Imagination team from Charles Town Middle School concerning their participation in the Global Finals.

E-911 remittance received from Citizens Communications.

Notice received from Loudoun County of a comprehensive plan amendment public hearing.

Ethics Reporter received for May 2007.

Notice received from the Jefferson County Public Service District of a special meeting on June 22, 2007, at 3:30 p.m.

Class schedule received from the Association of Counties.

Weekly update received from the County Commissioners' Association.

FY2008 UPWP & FY 2008-2011 TIP Documents received from the Hagerstown/Eastern Panhandle Metropolitan Planning Organization.

Notice received from the Arts & Humanities Alliance of the annual member art show & sale July 25-29, 2007.

Meeting minutes received from the Harpers Ferry/Bolivar PSD.

Meeting minutes received from the Jefferson County Public Service District.

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

CORRESPONDENCE

Form letter received from various individuals concerning the petition to rezone the Old Standard Quarry.

Correspondence received from Ernest Johnson concerning Apple Valley Waste.

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

PRESIDENT