

**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 Jefferson County Courthouse thereof on Thursday, August 16, 2007 beginning at 9:30 o'clock a.m.

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

**IN RE: PLEDGE OF ALLEGIANCE**  
Commissioner Manuel conducted the Pledge of Allegiance

**IN RE: APPROVAL OF MINUTES**  
Motion by Manuel, second by Corliss to dispense with the reading of the Minutes for the meeting held on Thursday, August 9, 2007 and to approve the Minutes as presented. Motion carried.

**IN RE: APPROVAL OF PURCHASE ORDERS**  
Motion by Manuel, second by Corliss to approve the following Purchase Orders for the week of August 16, 2007 totaling \$140,117.29: 44450, 44465, 44245, 44631, 44563, 44561, 43779, 44556, 44558, 44559, 44560, 44039, 44040 and 44562. Motion carried.

**IN RE: APPROVAL OF ACCOUNTS PAYABLE**  
Motion by Corliss, second by Manuel to approve the list of Accounts Payable totaling \$115,130.29 dated August 16, 2007 as presented by the County Clerk and reviewed by the County Commission. Motion carried.

Chk#	Dept	VENDOR	PO#	Amt w/PO	Amt w/o PO	TOTAL
053376	425	ALLEGHENY POWER		\$0.00	\$567.03	\$567.03
053377	405	ACCURATE SYSTEMS INC	44033	\$150.00	\$0.00	\$150.00
053378	425	COMCAST		\$0.00	\$55.94	\$55.94
053379	424	AT&T		\$0.00	\$2.54	\$2.54
053380	700	ARCH WIRELESS		\$0.00	\$372.24	\$372.24
053381	425	B-K OFFICE SUPPLY INC	44341	\$652.00	\$0.00	\$652.00
053382	424	BOLAND SERVICES	43758	\$385.00	\$0.00	\$385.00
053382	425	BOLAND SERVICES	43473	\$593.00	\$0.00	\$593.00
053383	ALLOC	CITIZENS FIRE COMPANY		\$0.00	\$25,000.00	\$25,000.00
053384	700	CREAMERS AUTO SERVICE	44552	\$1,589.68	\$0.00	\$1,589.68
053385	425	COMSTOCK PLUMBING	44347	\$204.93	\$0.00	\$204.93
053386	405	DANKA OFFICE IMAGING	44035	\$424.71	\$0.00	\$424.71
053387	425	DAYCON	44345	\$596.80	\$0.00	\$596.80
053388	415	GENERAL COUNTY FUND-J FE		\$0.00	\$32,438.25	\$32,438.25
053389	425	GRAINGER, INC	44346	\$403.90	\$0.00	\$403.90
053390	401	HOLIDAY INN-PARKERSBURG		\$0.00	\$67.20	\$67.20
053391	712	DAVID HOLMES		\$0.00	\$72.75	\$72.75
053392	712	JAMES P HAYDEN		\$0.00	\$72.75	\$72.75
053393	716	HILLSIDE VETERINARY HOSP	43780	\$172.25	\$0.00	\$172.25
053394	424	HASLER INC.	44311	\$102.00	\$0.00	\$102.00
053395	712	STACI HOVERMALE		\$0.00	\$112.52	\$112.52

053396	425	JEFF CO PUBLIC SER DEPT		\$0.00	\$54.07	\$54.07
053397	700	JEFF CO DEPUTY SHERIFF'S		\$0.00	\$353.54	\$353.54
053397	700	JEFF CO DEPUTY SHERIFF'S		\$0.00	\$99.40	\$99.40
053397	700	JEFF CO DEPUTY SHERIFF'S		\$0.00	\$290.23	\$290.23
053398	402	JEFFERSON PUBLISH CO INC	44463	\$449.43	\$0.00	\$449.43
053399	422	THE JOURNAL	44386	\$284.05	\$0.00	\$284.05
053399	712	THE JOURNAL		\$0.00	\$132.60	\$132.60
053400	425	JEFFERSON COUNTY SOLID	44344	\$140.62	\$0.00	\$140.62
053401	425	JEFFERSON UTILITIES INC		\$0.00	\$63.00	\$63.00
053402	439	KENDIG KEAST		\$0.00	\$4,793.43	\$4,793.43
053403	712	LANGUAGE LINE SERVICES		\$0.00	\$105.90	\$105.90
053404	405	MATTHEW BENDER & CO	44036	\$293.65	\$0.00	\$293.65
053404	405	MATTHEW BENDER & CO	44037	\$73.50	\$0.00	\$73.50
053405	712	MERRI MCINTYRE		\$0.00	\$78.57	\$78.57
053406	424	MCI		\$0.00	\$1,108.15	\$1,108.15
053407	980	MPH INDUSTRIES INC	44181	\$8,148.00	\$0.00	\$8,148.00
053408	401	FRANCES B. MORGAN		\$0.00	\$269.66	\$269.66
053409	700	NATIONAL SHERIFF'S ASSN	44184	\$100.00	\$0.00	\$100.00
053410	402	PIFER OFFICE SUPPLY, INC	43373	\$63.75	\$0.00	\$63.75
053410	403	PIFER OFFICE SUPPLY, INC	43850	\$27.86	\$0.00	\$27.86
053410	403	PIFER OFFICE SUPPLY, INC	44476	\$17.50	\$0.00	\$17.50
053410	403	PIFER OFFICE SUPPLY, INC	44479	\$72.78	\$0.00	\$72.78
053410	404	PIFER OFFICE SUPPLY, INC	44501	\$23.88	\$0.00	\$23.88
053411	405	POSTMASTER CHARLES TOWN	44038	\$68.00	\$0.00	\$68.00
053412	440	POTOMAC HEADWATERS	44148	\$75.00	\$0.00	\$75.00
053413	700	PSYCHOLOGICAL HEALTH	44183	\$1,155.00	\$0.00	\$1,155.00
053414	405	QUILL CORPORATION	44026	\$56.37	\$0.00	\$56.37
053415	700	QUALIFICATION TARGETS,IN	44187	\$139.98	\$0.00	\$139.98
053416	401	ROBERT R. RODECKER		\$0.00	\$294.30	\$294.30
053417	401	SOFTWARE SYSTEMS, INC		\$0.00	\$4,910.00	\$4,910.00
053417	402	SOFTWARE SYSTEMS, INC		\$0.00	\$4,538.89	\$4,538.89
053417	403	SOFTWARE SYSTEMS, INC		\$0.00	\$488.00	\$488.00
053417	404	SOFTWARE SYSTEMS, INC		\$0.00	\$843.00	\$843.00
053417	700	SOFTWARE SYSTEMS, INC		\$0.00	\$1,093.00	\$1,093.00
053417	711	SOFTWARE SYSTEMS, INC		\$0.00	\$1,647.00	\$1,647.00
053418	405	SPECIALTY BUS SUPPLIES	44034	\$597.44	\$0.00	\$597.44
053419	700	SIGARMS, INC.	44191	\$2,995.00	\$0.00	\$2,995.00
053420	980	SOUTHERN PUB/SAFETY EQUI	44190	\$1,102.98	\$0.00	\$1,102.98
053421	425	SHEN. VALLEY WATER		\$0.00	\$450.50	\$450.50
053422	711	US CELLULAR		\$0.00	\$267.64	\$267.64
053423	424	UPS		\$0.00	\$14.35	\$14.35
053424	700	VITAL SIGNS	44192	\$578.00	\$0.00	\$578.00
053425	980	VIRGINIA TWO-WAY INC	44189	\$2,157.10	\$0.00	\$2,157.10
053426	All Depts	WVPEIA 896046625		\$0.00	\$8,057.00	\$8,057.00
053427	GRANT	PAMELA HOLSTEIN-WALLACE		\$0.00	\$2,424.68	\$2,424.68

053428	402	XEROX COPORATION	43371	\$98.00	\$0.00	\$98.00
<b>TOTALS</b>				<b>\$23,992.16</b>	<b>\$91,138.13</b>	<b>\$115,130.29</b>

<b>DEPT</b>	<b>NAME</b>	<b>DEPT AMTS</b>
401/COM	CO. COMMISSION	\$5,541.16
402/CCLK	CO. CLERK	\$5,150.07
403/CIR CLK	CIRCUIT CLERK	\$606.14
404/TAX	TAX OFFICE	\$866.88
405/PA	PROS ATTY	\$1,663.67
406/ASSR	ASSESSORS	
408/GOV	ST.COMPNET CHG BO GOV UNIT	
412/AG	AG AGT	
413/ELE	ELECTION	
415/MAG CT	MAGISTRATE COURT	
415/	GENERAL SCHOOL/CO TRANSFER	\$32,438.25
422/IMPACT	IMPACT FEE OPERATIONAL DEPT	\$284.05
424/CTHS	COURT HOUSE	\$1,612.04
425/OB	OTHER BUILDING	\$3,781.79
430/HLS	HOMELAND SEC	
431/ECON DEV	ECON DEV	
433/GIS	GIS/ADDRESSING	
439/PZ	PLANNING ZONING	\$4,793.43
440/ENG.	DEPT OF ENGINEERING	\$75.00
451/ZONING	ZONING DEPT	
700/SHRF	SHERIFF DEPT	\$8,766.07
701/SHRF	SHERIFF DEPT	
704/WV JAIL	ST/WV REGIONAL JAIL	
711/OES	EMERG SVC	\$1,914.64
712/911	911 COMMUNICATION	\$575.09
716/A/C	ANIMAL CONTROL	\$172.25
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	
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	\$11,408.08
983/CLK ELEC	CO CLERK ELECTION/CAP OUTLAY	
986/CAP/COMM	CO. COMMISSION/CAPITAL OUTLAY	
988/CAP/OB	OTHER BUILDING/CAPITAL OUTLAY	
989/CAP/AGT	AG AGT/CAPITAL OUTLAY	
ALL DEPTS	ALL DEPTS	\$8,057.00

ALLOC	ALLOCATIONS	\$25,000.00
GRANTS	GRANTS	\$2,424.68
INVEST	INVESTMENTS	
PAYROLL	PAYROLL	
<b>TOTALS</b>		<b>\$115,130.29</b>

**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 BOARD OF HEALTH**

No action was taken on this agenda item.

**IN RE: LEGISLATIVE ISSUES**

Commissioner Manuel reported on the results of the Kanawha County Table Games Referendum and canvass scheduled for August 18, 2007. Commissioner's discussed the Maryland racing and gaming industry and the economic effects it could have on Jefferson County, Commissioner Surkamp reported on video lottery revenues for Maryland.

**IN RE: BONDING AND ACTIVITY REPORT**

Tony Redman, Planning Director appeared before the Commission to request Commission consideration for a new administrative hire in the Department of Planning. Mr. Redman reported on the workload of current administrative staff and stressed the need for an additional person. The Commission discussed decisions made during budget deliberations regarding the hire of new employees.

Motion by Manuel, second by R. Morgan to approve the hire of an Administrative Assistant for the Department of Planning contingent upon review of previous budget decisions. Motion carried.

Upon recommendation from Chief County Engineer Roger Goodwin, motion by Manuel, second by Corliss to approve the partial release of a letter of credit in the amount of \$610,030.90 for Charles Town Races Washington Street Entrance with the County to retain \$95,932.25. Motion carried.

**IN RE: PUBLIC COMMENT**

No public comment was provided.

**IN RE: KENDIG KEAST UPDATE/ORDINANCE REWRITE DISCUSSION**

No action was taken on this agenda item.

**IN RE: DUNN ENGINEERING CONTRACT**

James Casimiro, Assistant Prosecuting Attorney appeared before the Commission to report on his negotiations with Wayne Hypes and reiterated all changes that have been made to the contract. Upon the recommendation of James Casimiro, Assistant Prosecuting Attorney, motion by Manuel, second by R. Morgan to approve the Dunn Engineering contract. Motion carried.

**IN RE: VOTE TO DEFER SWIMMING POOL ARCHITECT CONTRACT FOR ONE YEAR**

Motion by Corliss, second by Manuel to reconsider moving forward with the Swimming Pool Architect contract pending receipt and review of the comprehensive Business Plan report from the Parks and Recreation Commission.

The Commission discussed the proposed outline of the Parks and Recreation Commission Business Plan report that shall include swimming pool concept and design, financial structure, community input and location and analysis by the Commission prior to executing an architectural contract.

Commissioner Corliss expressed concern with appropriating County funds on other projects and prioritizing accordingly. Commissioner R. Morgan discussed funding alternatives for the County swimming pool project.

Motion by Manuel to amend the original motion to include moving ahead with the swimming pool architect contract contingent upon recommendations within the Business Plan report. Commissioner Manuel's motion died due to lack of a second.

Commissioner Corliss reworded his original motion to reconsider moving forward with the Swimming Pool Architect contract pending receipt and comprehensive review of the Business Plan report forthcoming from the Jefferson County Parks and Recreation Commission. Motion carried by a 3-2 vote; Commissioners Surkamp and Manuel voted no.

**IN RE: JAMES B. CRAWFORD, III – CHARLES TOWN ANNEXATION CONTINUED**

James B. Crawford, III, Esquire appeared before the Commission with a proposed Order of Annexation for consideration of approval for an Annexation request originally presented to the Commission on August 9, 2007.

Motion by Surkamp, second by Corliss to deny the Annexation request as presented by Mr. Crawford.

James Casimiro, Assistant Prosecuting Attorney appeared before the Commission and provided legal advice with regard to the Annexation request from Mr. Crawford on behalf of the City of Charles Town.

Commissioner F. Morgan expressed her opposition to Commissioner Surkamp's motion and recommended the Commission take no action.

Commissioner Surkamp withdrew his original motion and concurred with Commissioner F. Morgan in that the Commission would take no action.

Motion by Manuel to approve the Annexation request as presented by Mr. Crawford. Motion died due to lack of a second.

The Commission agreed by consensus to take no action on this matter.

**THE COMMISSION TOOK A 15-MINUTE BREAK AT 10:30; THE COMMISSION RECONVENED AT 10:45**

**IN RE: VOTE TO DEFER SWIMMING POOL ARCHITECT CONTRACT FOR ONE YEAR – CONTINUED**

Upon further consideration, Commissioner R. Morgan recommended consulting with Parks and Recreation Commission members to better apprise them of the Commission's request for the Business Plan report to include all aspects of construction, operation and maintenance of the swimming pool. Commissioner Corliss further recommended acquiring information from Capital Projects Manager, Kirk Davis.

The Commission agreed by consensus that Commissioner Manuel would meet with the Parks and Recreation Commission to apprise them of specifications within the comprehensive Business Plan report.

**IN RE: PROCEDURAL MOTION**

Motion by F. Morgan requesting consensus of the Commission to refuse placement of any annexation request on the County Commission agenda.

The Commission discussed legalities of such action. Commissioner F. Morgan withdrew her motion contingent upon the Commission meeting with legal counsel to discuss this matter further.

**IN RE: DAY BOOK IN HUNTER HOUSE CONTAINING OUTGOING CORRESPONDENCE AND MONTHLY REPORT BY DEPARTMENT OF EXPENDITURES AS PER CENT OF THEIR ANNUAL BUDGET**

Motion by Surkamp, second by Corliss authorizing the County Administrator to implement a file to contain daily outgoing correspondence signed by the Commission President and monthly department-by-department expenditure reports for Commission review.

Leslie D. Smith, County Administrator was present and reported on the availability of County expenditure reports as requested.

Commissioner Corliss recommended an amendment to Commissioner Surkamp's original motion to include copies of all incoming correspondence as well.

The Commission discussed implementation of a day file to include daily correspondence within the County Commission office.

Commissioner Surkamp withdrew his original motion based on consensus of the Commission.

Motion by Surkamp, second by Manuel to authorize the implementation of a day file for Commission review to include daily correspondence within the County Commission office. Motion failed; Commissioners F. Morgan, R. Morgan and Corliss voted no.

The Commission agreed by consensus that all outgoing correspondence signed by the Commission President would be compiled into a day file for Commission review.

**IN RE: BUDGET – RECEIVING MONTHLY DEPARTMENT-BY-DEPARTMENT YEAR TO DATE EXPENDITURES COMPARED TO DEPARTMENT BUDGET**

This matter was discussed under agenda item: “Day book in Hunter House containing outgoing correspondence and monthly report by Department of Expenditures as per cent of their annual Budget”.

**IN RE: JENNIFER S. MAGHAN – COUNTY CLERK’S REPORT**

- US CENSUS BUREAU – INFORMATIONAL
- LUCA PROGRAM – INFORMATIONAL

Jennifer S. Maghan, County Clerk appeared before the Commission for the weekly County Clerk’s report.

With regard to County statistics and population, Ms. Maghan provided the Commission with a LUCA update as provided by the US Census Bureau.

Ms. Maghan commended the Commission on their hire of the new IT Specialist, Kevin Sowder and commented on the assistance he has provided her office.

**IN RE: APPROVAL OF EMPLOYMENT – MYRON GREGORY – MAINTENANCE MECHANIC**

Motion by Manuel, second by R. Morgan to approve the full-time employment of Myron Gregory as a Maintenance Mechanic. Motion carried.

**IN RE: LITTER CONTROL DISCUSSION**

Commissioner R. Morgan reported on the Litter Control Committee meeting he attended and discussed funding and staffing needs for Keep Jefferson Beautiful. Commissioner R. Morgan requested the Commission consider hiring a Litter Control Officer for Jefferson County to assist Keep Jefferson Beautiful.

**IN RE: RESOLUTION TO JAMES TOLBERT AND GEORGE RUTHERFORD – OUTGOING PRESIDENTS OF NAACP**

Commissioner Surkamp presented the Commission with a proposed Resolution for James Tolbert and George Rutherford in recognition of the exemplary accomplishments in providing Jefferson County with their leadership and requested the Commission support the resolution and authorize the Commission President’s signature.

The Commission agreed by unanimous consent to approve and send the resolution of leadership and accomplishment to both James Tolbert and George Rutherford.

**RESOLUTION**

**IN RE: DEVELOPMENT AUTHORITY INTERVIEWS**

The Commission conducted Development Authority Interviews for the interesting applicants present. Those present and interviewed included: Walt Pellish and Eric Lewis. Mr. Lewis requested the Commission withdraw him from consideration and endorsed the appointment of Walt Pellish.

Upon the completion of interviews, motion by R. Morgan, second by Corliss to hold over appointments to the Development Authority for one week to permit him further review and consideration of all applicants. Motion carried.

**IN RE: APPOINTMENT TO THE DEVELOPMENT AUTHORITY**

This matter was discussed under agenda item: “Development Authority Interviews”.

**IN RE: BERKELEY COUNTY HR DIRECTOR ALAN DAVIS WORK SESSION OFFER – PERFORMANCE EVALUATION POLICY AND SALARY STUDY**

Commissioner Surkamp reported on his discussions with Berkeley County Human Resources Director Alan Davis and recommended the Commission consider conducting a workshop with him to further discuss and familiarize themselves with HR issues.

Commissioner Surkamp reported on the data he obtained from Berkeley County regarding area wage data and performance evaluations.

Motion by Surkamp, second by Corliss to schedule a workshop with Berkeley County Human Resources Director Alan Davis. Motion carried by a 4 to 1 vote; Commissioner Manuel voted no.

The Commission discussed the completion of a Jefferson County salary study as voted upon during previous budget deliberations on April 2, 2007. The Commission directed Leslie D. Smith, County Administrator to utilize Berkeley County's salary report and customize per Jefferson County's costs of living standards to be submitted to the Commission by September 10, 2007.

**IN RE: BRANDON SIMS – LEGAL UPDATE AND REPORT**

Brandon Sims, Assistant Prosecuting Attorney appeared before the Commission for the legal update and report.

Commissioners' Surkamp and R. Morgan commended Ms. Sims on her review and amendments to the Employee Guidelines.

Ms. Sims reported on her legal review and provided legal advice on the contract with Silling Associates for the Judicial Annex. Leslie D. Smith, County Administrator reported that the draft plan for the Judicial Annex as presented by Kirk Davis, Capital Projects Manager has been sent to all Department Heads, Elected and Judicial officials for their review and input. The Commission agreed to delay approval of the contract with Silling Associates in order to await input from other officials.

With consideration to a proposed SSI agreement, Ms. Sims reported on computer authorization policies and privacy laws with regard to sensitive information within the computer files.

Motion by Surkamp, second by R. Morgan authorizing legal staff to draft a non-disclosure agreement for signatures of those authorized to have administrative access to IT servers and all electronic files and programs maintained by Jefferson County officials.

Motion by Manuel, second by Corliss to table discussions and decisions for IT operations. Motion carried by a 4-1 vote; Commissioner Surkamp voted no. No action was taken on Commissioner Surkamp's original motion.

Ms. Sims presented the Commission with copies of the draft letter addressed to the Secretary of Commerce addressing the request for implementation of a Joint Emergency Service Agency. Ms. Sims reported on the legal requirements necessary for the Commission if the request is approved. Motion by Manuel, second by R. Morgan to circulate the letter to all necessary agencies and/or officials for review and feedback. Motion carried.

Ms. Sims reported on the status of the Guardian Insurance overpayment recovery efforts.

Ms. Sims reported on the status of barking dog and nuisance control ordinance and recommended the Commission consider conducting a workshop with Sheriff's Department officials to discuss this matter further. The Commission agreed by consensus to schedule a workshop to discuss the proposed barking dog ordinance and nuisance control ordinance.

Ms. Sims reported on the status of the case with the Board of Education and the City of Ranson.

Upon recommendation of legal counsel, motion by Manuel, second by Corliss to enter into Executive Session to discuss Jefferson County Commission vs. the City of Ranson. Motion carried.

Motion by Manuel, second by R. Morgan to return to Regular Session. Motion carried. No action was taken during Executive Session.

**THE COMMISSION RECESSED FOR LUNCH AT 12:15; THE COMMISSION RECONVENED AT 1:30**

**IN RE: SSI AGREEMENT AND NAMES OF PERSONS AUTHORIZED TO HAVE ADMIN RESPONSIBILITIES**

This matter was discussed under agenda item: "Brandon Sims – Legal Update & Report".

**IN RE: CHALLENGE TO FIND AND REPORT BY SEPTEMBER 20, 2007 CC MEETING ON POTENTIAL COST SAVINGS IN COUNTY'S IT DEPARTMENT**

Commissioner Surkamp agreed to table this matter until next week.

**IN RE: CORRECTED AND ENHANCED LETTER TO HISTORIC LANDMARKS COMMISSION**

Commissioner Surkamp agreed to withdraw this agenda item.

**IN RE: LETTER TO TOP TEN APPLICANTS FOR HR DIRECTOR**

Leslie D. Smith, County Administrator reported on the letters to be sent out to all Human Resources Director applicants.

The Commission agreed by consensus that Leslie D. Smith, County Administrator would send thank you letters to applicants for the Human Resources Director position.

**IN RE: COUNTY COMMISSION REPORTS**

Commissioner Corliss reported on the Region 9 meeting he attended.

At the request of Commissioner Manuel, Delegate Bob Tabb appeared before the Commission and reported on the interim meetings he attended with regard to Insurance.

**IN RE: DISCUSS – DEER MANAGEMENT – DISEASE, CROP DAMAGE**

This matter was discussed under agenda item: "County Commission Workshop – Rick Rogers – District Biologist – Deer Management".

**IN RE: COUNTY COMMISSION WORKSHOP – RICK ROGERS – DISTRICT BIOLOGIST – DEER MANAGEMENT**

The County Commission conducted a workshop with Rick Rogers, District Biologist from the WV Division of Natural Resources. Mr. Rogers appeared before the Commission with a packet containing information from WVDNR officials regarding their deer management plan strategies and objectives to control deer population and disease control throughout West Virginia.

Mr. Ed Burns was present for comments and discussed implementing of contraceptive measures or employing sharpshooters to control the deer population.

Delegate Bob Tabb was present and suggested that DNR and Department of Agriculture officials communicate further to potentially decrease the deer population throughout Jefferson County.

**IN RE: PUBLIC COMMENT**

Mr. Ed Burns appeared before the Commission to express his concerns with the hire of a temporary Administrative assistant within the Department of Planning, the procedures for the pool architect, the Judicial Center Annex process and IT security measures being considered by the County Commission.

**The Commission received the following information:**

Audit Report of Jefferson County received for Fiscal Year ended June 30, 2006.

Reminder that the County Commission meeting on August 30, 2007 is cancelled.

Memorandum received from the Department of Engineering concerning a letter of credit amendment for Sheridan Subdivision.

Acceptance of bond for Route 340 Business Center in the amount of \$571,516.65.

Memorandum received from Sheriff Boober concerning County Investments.

Correspondence to John McVey from Jim Surkamp.

Correspondence received from Robert Rodecker concerning cable franchise agreement.

Copy of correspondence sent to Office of the State Auditor from Cox Hollida Price LLC received concerning the audit for Fiscal Year ended June 30, 2006.

Jefferson County Jail Progress Meeting minutes received from Grove & Dall'Olio.

Correspondence received from Shepherdstown Day Care concerning their release of budget funds.

Certificate received from the West Virginia Association of Counties.

Copy of a petition to require Animal Control to include cats received.

Notice received of a Karst Conference on September 12-13, 2007.

Copy of a Motion to Employ and Allow Administrative Expenses of Thompson, Greenspon & Co., P.C. and Memorandum in Support Thereof for Tackley Mill LLC.

Harpers Ferry National Historical Park Community Bulletin received.

Meeting minutes received from the Jefferson County Public Service District.

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

Grant payment received from the Governor's office in the amount of \$250.

E-911 remittance fee received from CTC of West Virginia.

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

Miscellaneous

**The Commission received the following correspondences**

Correspondence received from Kenneth and Pamela William concerning property taxes.

Correspondence received from Jean Bridwell concerning the county swimming pool.

Correspondence received from Ronald L. Wynn concerning property taxes.

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

---

FRANCES B. MORGAN, COMMISSION PRESIDENT