

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, April 3, 2008 beginning at 9:30 o'clock a.m.

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

IN RE: PLEDGE OF ALLEGIANCE

Commissioner Corliss 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 Board of Review and Equalization meeting held on Thursday, February 21, 2008 and to approve the Minutes as amended. Motion carried.

Motion by R. Morgan, second by Corliss to dispense with the reading of the Minutes for the meeting held on Thursday, March 27, 2008 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 March 13, 2008 totaling \$19,439.56: 45449, 45190, 45446, 45542, 44428, 45392, 45393, 45394, 45447, 45449, 45541, 45275, 45276, 45390, 45277, 45542, 45187, 45444, 45445, 45448, 45319, 45322, 45321, 45320 and 45450. Motion carried.

IN RE: APPROVAL OF ACCOUNTS PAYABLE

Motion by Corliss, second by Manuel to approve the list of Accounts Payable totaling \$438,310.81 dated April 4, 2008 as presented by the County Clerk and reviewed by the County Commission. Motion carried.

CK#	Dept	Vendor	PO#	PO Amt	Amt w/o PO	CK Amt
055223	440	ASSOC ST.FLOODPLAIN	44149	\$200.00	\$0.00	\$200.00
055224	425	ABH SERVICES, INC.		\$0.00	\$7,898.17	\$7,898.17
055225	439	AMERICAN SOCIETY OF	45358	\$360.00	\$0.00	\$360.00
055226	412	BARDANE PUBLIC HEALTH		\$0.00	\$383.00	\$383.00
055226	431	BARDANE PUBLIC HEALTH		\$0.00	\$308.33	\$308.33
055227	ALLOC	BOLIVAR/HARPERS FERRY		\$0.00	\$15,000.00	\$15,000.00
055228	PAYROLL	BUREAU F/CHILD SUPPORT		\$0.00	\$72.00	\$72.00
055229	440	B-K OFFICE SUPPLY INC	45354	\$264.00	\$0.00	\$264.00
055230	712	BLUE RIDGE AUTO GLASS	45428	\$338.99	\$0.00	\$338.99
055231	PAYROLL	BUREAU F/CHILD SUPPORT		\$0.00	\$62.31	\$62.31
055232	PAYROLL	BUREAU F/CHILD SPRT ENF		\$0.00	\$241.85	\$241.85
055233	402	COMPLETE SYS SUPPORT	44859	\$3,145.00	\$0.00	\$3,145.00
055234	451	COURT REPORTING & VIDEO	45360	\$656.65	\$0.00	\$656.65
055235	700	COUNTRY ROADS TIRE	45433	\$190.86	\$0.00	\$190.86
055236	424	*CREAMERS AUTO SERVICE	45435	\$35.95	\$0.00	\$35.95
055236	700	*CREAMERS AUTO SERVICE	45434	\$113.05	\$0.00	\$113.05
055236	712	*CREAMERS AUTO SERVICE	45436	\$217.25	\$0.00	\$217.25
055237	424	CHARLES TOWN WATER		\$0.00	\$99.08	\$99.08
055237	425	CHARLES TOWN WATER		\$0.00	\$694.13	\$694.13
055238	425	CHARLES TOWN LIBRARY		\$0.00	\$1,500.00	\$1,500.00
055238	ALLOC	CHARLES TOWN LIBRARY		\$0.00	\$15,000.00	\$15,000.00
055239	425	CHARLES TOWN COPYING	45425	\$31.60	\$0.00	\$31.60
055240	GRANT	CHANNING BETE CO.	45279	\$3,696.42	\$0.00	\$3,696.42
055241	PAYROLL	CHILD SUPPORT ENFORCE		\$0.00	\$23.07	\$23.07
055242	440	DELL MARKETING LP		\$0.00	\$72.00	\$72.00
055243	425	DAYCON	45426	\$212.99	\$0.00	\$212.99
055244	412	SHANNA D. NICODEMUS		\$0.00	\$134.84	\$134.84
055245	PAYROLL	EQUITABLE THE EQUIVEST		\$0.00	\$15.00	\$15.00

055246	712	EARTHLINK INC		\$0.00	\$21.95	\$21.95
055247	424	J.C.EHRLICH		\$0.00	\$29.00	\$29.00
055247	425	J.C.EHRLICH		\$0.00	\$332.00	\$332.00
055248	439	FRED PRYOR SEMINARS	45357	\$158.00	\$0.00	\$158.00
055249	716	GOWER'S FEED, INC	45189	\$234.89	\$0.00	\$234.89
055250	PAYROLL	GUARDIAN		\$0.00	\$124,360.10	\$124,360.10
055250	PAYROLL	GUARDIAN		\$0.00	\$2,260.80	\$2,260.80
055250	PAYROLL	GUARDIAN		\$0.00	\$6,558.64	\$6,558.64
055250	PAYROLL	GUARDIAN		\$0.00	-\$0.23	-\$0.23
055250	PAYROLL	GUARDIAN		\$0.00	-\$9.41	-\$9.41
055251	440	HCC	45362	\$396.00	\$0.00	\$396.00
055252	401	IKON OFFICE SOLUTIONS		\$0.00	\$272.25	\$272.25
055253	440	ICC / CA	45363	\$110.00	\$0.00	\$110.00
055254	PAYROLL	ING		\$0.00	\$300.00	\$300.00
055255	ALLOC	JEFFERSON CO BD OF HEALT		\$0.00	\$57,503.00	\$57,503.00
055255	ALLOC	JEFFERSON CO BD OF HEALT		\$0.00	\$4,997.00	\$4,997.00
055256	439	JEFFERSON PUBLISH CO INC	45356	\$132.27	\$0.00	\$132.27
055256	451	JEFFERSON PUBLISH CO INC	44952	\$201.67	\$0.00	\$201.67
055256	401	JEFFERSON PUBLISH CO INC		\$0.00	\$133.26	\$133.26
055257	406	THE JOURNAL	44424	\$1,215.72	\$0.00	\$1,215.72
055258	425	JEFFERSON COUNTY SOLID	45427	\$28.44	\$0.00	\$28.44
055259	PAYROLL	JEFFERSON SECURITY BANK		\$0.00	\$4,713.00	\$4,713.00
055260	412	JUDITH A MATLICK		\$0.00	\$18.18	\$18.18
055260	412	JUDITH A MATLICK		\$0.00	\$172.50	\$172.50
055261	433	MSAG DATA CONSULTANTS	42433	\$9,601.50	\$0.00	\$9,601.50
055261	433	MSAG DATA CONSULTANTS		\$0.00	\$1,066.67	\$1,066.67
055262	PAYROLL	MD COMPTROLLER		\$0.00	\$649.81	\$649.81
055263	700	MCKINNEY'S AUTO REPAIR	45432	\$16.00	\$0.00	\$16.00
055263	700	MCKINNEY'S AUTO REPAIR	45432	\$43.45	\$0.00	\$43.45
055264	PAYROLL	MD Child Support Account		\$0.00	\$140.00	\$140.00
055265	PAYROLL	NATIONWIDE RETIREMENT		\$0.00	\$765.21	\$765.21
055266	ALLOC	JEFF CO PARKS &		\$0.00	\$61,250.00	\$61,250.00
055267	402	PIFER OFFICE SUPPLY, INC	45386	\$18.45	\$0.00	\$18.45
055268	413	RAI GROUP 43, LLC	45030	\$2,025.00	\$0.00	\$2,025.00
055269	ALLOC	SHEPHERDSTOW LIBRARY		\$0.00	\$15,000.00	\$15,000.00
055270	ALLOC	SOUTH JEFFERSON PUBLIC		\$0.00	\$15,000.00	\$15,000.00
055271	PAYROLL	SHERIFF OF JEFFERSON CO		\$0.00	\$9.86	\$9.86
055271	PAYROLL	SHERIFF OF JEFFERSON CO		\$0.00	\$7,862.22	\$7,862.22
055271	PAYROLL	SHERIFF OF JEFFERSON CO		\$0.00	\$33,617.02	\$33,617.02
055271	PAYROLL	SHERIFF OF JEFFERSON CO		\$0.00	\$42.16	\$42.16
055272	PAYROLL	SHERIFF OF JEFFERSON CO		\$0.00	\$29,693.72	\$29,693.72
055272	PAYROLL	SHERIFF OF JEFFERSON CO		\$0.00	\$23.81	\$23.81
055273	712	SEN COMMUNICATIONS	45078	\$80.00	\$0.00	\$80.00
055274	700	SCOTTS AUTO BODY	45175	\$439.24	\$0.00	\$439.24
055275	975	SUMMIT COMMUNITY BANK		\$0.00	\$2,441.41	\$2,441.41
055276	PAYROLL	TREASURER OF VIRGINIA		\$0.00	\$161.51	\$161.51
055277	425	THOS. SOMERVILLE CO	45430	\$207.24	\$0.00	\$207.24
055278	PAYROLL	TIME INSURANCE CO		\$0.00	\$305.89	\$305.89
055279	424	UPS		\$0.00	\$17.07	\$17.07
055280	711	VITAL SIGNS	45286	\$370.00	\$0.00	\$370.00
055281	PAYROLL	CHASE BANK TEXAS		\$0.00	\$100.00	\$100.00
055282	425	VIRGINIA FIRE PROTECTION	45431	\$1,954.00	\$0.00	\$1,954.00
055283	402	WV ASSOCIATION/COUNTIES	45389	\$154.00	\$0.00	\$154.00
055284	424	WV DIVISION OF LABOR	45429	\$50.00	\$0.00	\$50.00
055284	425	WV DIVISION OF LABOR	45429	\$100.00	\$0.00	\$100.00
TOTALS				\$26,998.63	\$411,312.18	\$438,310.81

Dept	Name	Dept Amt
401/COM	CO. COMMISSION	\$405.51
402/CCLK	CO. CLERK	\$3,317.45
403/CIR CLK	CIRCUIT CLERK	
404/TAX	TAX OFFICE	
405/PA	PROS ATTY	
406/ASSR	ASSESSORS	\$1,215.72
408/GOV	ST.COMPNET CHG BO GOV UNIT	
412/AG	AG AGT	\$708.52
413/ELE	ELECTION	\$2,025.00
415/MAG CT	MAGISTRATE COURT	
415/	GENERAL SCHOOL/CO TRANSFER	
422/IMPACT	IMPACT FEE OPERATIONAL DEPT	
424/CTHS	COURT HOUSE	\$231.10
425/OB	OTHER BUILDING	\$12,958.57
428/DATAP	DATA PROCESSING	
430/HLS	HOMELAND SEC	
431/ECON DEV	ECON DEV	\$308.33
433/GIS	GIS/ADDRESSING	\$10,668.17
439/PZ	PLANNING ZONING	\$650.27
440/ENG.	DEPT OF ENGINEERING	\$1,042.00
451/ZONING	ZONING DEPT	\$858.32
700/SHRF	SHERIFF DEPT	\$802.60
701/SHRF	SHERIFF DEPT	
704/WV JAIL	ST/WV REGIONAL JAIL	
711/OES	EMERG SVC	\$370.00
712/911	911 COMMUNICATION	\$658.19
716/A/C	ANIMAL CONTROL	\$234.89
801/MTL HLTH	MENTAL HEALTH TRANS TO ENTITIE	
808GOV UNIT	SWA CONTRIB OTHER GOV UNIT	
975/CAP OTL	CO. CLERK / CAPITAL OUTLAY	\$2,441.41
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	
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	
992/CAP/911	911 COMMUNICATION/CAP OUTLAY	
ALLOC	ALLOCATIONS	\$183,750.00
GRANTS	GRANTS	\$3,696.42
PAYROLL	PAYROLL	\$211,968.34
TOTALS		\$438,310.81

IN RE: LEGISLATIVE ISSUES

Commissioner Manuel reported on the status of Senate Bill 696.

IN RE: BONDING AND ACTIVITY REPORT

There was no bonding and activity report.

IN RE: ZONING AND SUBDIVISION ORDINANCE AMENDMENT DISCUSSION

Tony Redman, Director and Planning and Zoning appeared before the Commission to report on the work session scheduled for Monday, April 7, 2008, Tuesday, April 8, 2008 and Monday, April 14, 2008 at 10:00 a.m. to review and discuss the proposed Zoning Ordinance and proposed Zoning map.

Mr. Redman discussed the process he was going to implement in regard to the JCCEP decision and the denial of a stay from Judge Steptoe. The Commission agreed to discuss this matter under agenda item: "Legal update and report" with Ms. Stephanie Grove, Assistant Prosecuting Attorney.

IN RE: APPOINTMENTS TO THE WATER ADVISORY COMMITTEE

Motion by R. Morgan, Second by Manuel to appoint Daniel Riss to the Water Advisory Committee. Motion carried.

IN RE: APPOINTMENTS OF ALTERNATE MEMBERS TO THE BOARD OF ZONING APPEALS

No action was taken on this agenda item.

IN RE: FY 2009 IMPACT FEE FUNDABLE PROJECTS - SCHOOLS, LAW ENFORCEMENT, AND PARKS AND RECREATION

Commission members discussed the proposed distribution and spending of Fiscal Year 2009 Impact Fee fundable projects.

After discussion, motion by Manuel, second by R. Morgan to approve the distribution of \$3,256,810.00 of School Impact Fees after July 1, 2008 for the Central Elementary School project. Motion carried.

Motion by Manuel, second by R. Morgan to approve the distribution of \$80,000.00 of Law Enforcement Impact Fees after July 1, 2008 for the purchase of three (3) police cruisers for the Jefferson County Sheriff's Office. Motion carried.

Motion by Manuel, second by R. Morgan to approve the distribution of \$377,000.00 of Park and Recreation Impact Fees after July 1, 2008 for the purchase of land, access road lighting and construction of a walking trail for the Jefferson County Parks and Recreation Commission. Motion carried.

IN RE: FY 2009 IMPACT FEE FUNDABLE PROJECTS FIRE & EMS

Motion by Surkamp, second by Corliss to approve the distribution of \$295,000.00 of Fire and EMS Impact Fees after July 1, 2008 as recommended by Mark Schiavone, Impact Fee Coordinator. Motion carried.

IN RE: PUBLIC COMMENT

Lynn Walker, Director of Pan Tran appeared before the Commission to express concerns with budget cuts by the Commission and to request budget reconsideration.

Mr. Rutherford appeared before the Commission on behalf of Pan Tran to commend them for services offered throughout the county.

IN RE: IN LIGHT OF CURRENT BUDGET CRISIS, I MOVE THAT ALL EXPENDITURES BOTH CURRENT AND FUTURE ON THE JUDICIAL BUILDING BE IMMEDIATELY SUSPENDED

Commissioner Manuel requested the Commission consider suspending all expenditures both current and future on the Judicial Building project with consideration to the present budget crisis.

Commission members discussed space needs for judicial and other county offices. Commissioner Manuel reported on his discussion with a Charles Town council person regarding rental space.

Motion by Manuel that the County Commission pursues alternative leasing options as opposed to construction of a new Judicial Building. Motion died due to lack of a second.

IN RE: PROVISION OF WATER SERVICE TO BURR BUSINESS PARK PHASE 2

Jane Peters, Development Authority Executive Director appeared before the Commission to discuss matters regarding water service to Burr Business Park. Ms. Peters reported on Jefferson Utilities application to provide water services.

Ms. Sue Lawton from the Public Service District was present to discuss the Public Service District's responsibilities to ensure adequate services within the county as required by the Public Service Commission. The County Commission requested Ms. Lawton to inquire into the possibility of providing water service to other areas of the County. Ms. Lawton reported on the services provided by the Public Service District.

IN RE: JANE PETERS

- **RESOLUTION FOR LOCAL ECONOMIC DEVELOPMENT GRANT**
- **REQUEST FOR EXEMPTION FROM PLANNING COMMISSION FEES**

Jane Peters, Development Authority Executive Director appeared before the Commission to request approval of a Resolution for local economic development grant.

Motion by R. Morgan, second by Manuel to approve the Resolution for Local Economic Development Grant as presented by Jane Peters. Motion carried.

Ms. Peters provided the Commission with a status report on the construction of the Burr Park Project and requested the Commission authorize an exemption to the Development Authority from Planning Commission fees for the project.

Motion by R. Morgan, second by Corliss to authorize an exemption from Planning Commission fees for the Burr Park Project as requested by Jane Peters. Motion carried.

The Commission agreed by consensus to authorize Leslie D. Smith, County Administrator to draft a letter to the Department of Planning and Zoning directing them to exempt all fees for the Development Authority for the Burr Park Project.

IN RE: PLANNING COMMISSION APPOINTMENT INTERVIEWS

John Maxey appeared before the Commission for a Planning Commission interview.

IN RE: APPOINTMENTS TO PLANNING COMMISSION

The Commission agreed to table this matter until next week.

IN RE: APPROVAL OF GRANT RESOLUTION AND CONTRACT - COMMUNITY PARTICIPATION PROGRAM - WEBB/BLESSING'S HOUSE

Motion by Manuel, second by R. Morgan to approve and authorize the President to affix her signature upon the grant resolution and contract for the Community Participation Grant Program for the preservation and rehabilitation of the Webb/Blessing's House. Motion carried.

RESOLUTION

The Jefferson County Commission met on the 3rd day of April 2008 with a quorum present and passed the following Resolution:

Be it resolved that the County Commission of Jefferson County, West Virginia, hereby authorizes Frances B. Morgan, President of the Jefferson County Commission, to act on its behalf to enter into a contractual agreement with the West Virginia Development Office to receive and administer grant funds pursuant to provision of the Community Participation Program. This project is to restore the 1st and 2nd floor of the Webb/Blessing's House and the exterior of the smoke house while preserving and stabilizing the historic Webb/Blessing's House for the Jefferson County Black History Preservation Society.

April 3, 2008

/s/Frances B. Morgan

Commission President

IN RE: DISCUSS ADDRESSING/MSAG INFORMATION AVAILABILITY ONLINE (RM)

Commissioner R. Morgan reported on his meeting with Business Leaders in the Eastern Panhandle and reiterated their concerns with lack of Jefferson County Addressing/MSAG information availability online.

Leslie D. Smith, County Administrator agreed to inquire on the availability of online access for Jefferson County Addressing/MSAG online.

IN RE: ROBERT BURCH - STORM WATER MANAGEMENT ISSUES IN BURCH MANOR SUBDIVISION

Robert Burch appeared before the Commission to request a status update on the Storm Water Management system in Burch Manor Subdivision.

Roger Goodwin, Director of Engineering appeared before the Commission with a report on the construction of the Storm Water Management System at Burch Manor.

The Commission took a 10-minute break at 10:30 a.m.

IN RE: COUNTY COMMISSION REPORTS

Commissioner R. Morgan reported on the April 2, 2008 Job Fair he attended for AB&C employees.

Commissioner Manuel reported on the candidate debate forum he attended at Harpers Ferry Junior High School.

IN RE: COUNTY ADMINISTRATOR REPORTS

Leslie D. Smith, County Administrator reminded the Commission of their upcoming workshops on Monday, April 7, Tuesday, April 8, 2008 and Monday, April 14, 2008 to review and amend the red-line, redraft of the proposed Zoning Ordinance and proposed draft Zoning Map changes.

IN RE: JAMES B. CRAWFORD, III - CITY OF CHARLES TOWN - TWO ANNEXATIONS

James B. Crawford, III, Esquire appeared before the Commission to request approval of two annexations for the City of Charles Town.

Mr. Crawford presented the Commission with copies of the proposed Certificates of Annexation from the City of Charles Town as well as maps outlining the annexed properties.

Stephanie Grove, Assistant Prosecuting Attorney was present and reported on her review of the proposed Certificates of Annexation and recommended approval of the Annexations as presented.

Motion by R. Morgan, second by Surkamp to approve the Certificate of Annexation of the J. Russell Fritts, Incorporated property containing 98.912 acres of land. Motion carried.

Motion by Manuel, second by R. Morgan to approve the Certificate of Annexation of the Floyd R. Jamison and Joyce G. Jamison property containing 1.565 acres of land. Motion carried.

IN RE: JENNIFER S. MAGHAN - COUNTY CLERK'S REPORT

- **ELECTIONS UPDATE**
- **STORAGE SPACE FOR VOTING DEVICES**
- **CHANGING COUNTY CLERK'S HOURS OF OPERATION TO MONDAY-FRIDAY 9:00 A.M. - 5:00 P.M.**

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

Clerk's report.

Ms. Maghan reported on political party changes filed in the County Clerk's Office and discussed projected expenditures for the upcoming election.

Ms. Maghan requested the Commission adopt a change in County Clerk's hours of operation on Friday evenings in order to reduce her expenditures. Ms. Maghan reported on current expenditures incurred as a result of having extended hours on Friday evenings.

Motion by Surkamp to approve Clerk Maghan's proposal to change hours of operations for the County Clerk's office only to Monday-Friday, 9:00 a.m.-5:00 p.m. Motion died due to lack of a second.

Motion by Manuel, second by F. Morgan to table this matter for one week in order to get input from the Assessor's Office and the Sheriff's Tax office. Motion carried.

Ms. Maghan provided the Commission with a report detailing the elections training seminar she hosted.

Kirk Davis, Capital Projects Manager appeared before the Commission to report on his negotiations and acquisition of a storage facility for voting devices in the Hamilton Building located in Bardane. Mr. Davis reported on the security of the facility, building access and climate control, Ms. Maghan reported on expenses for the storage facility.

IN RE: APPOINTMENTS TO THE WATER ADVISORY COMMITTEE – CONTINUED

On behalf of Daniel Riss, Ms. Elizabeth Blake appeared before the Commission to request information regarding Mr. Riss' recent appointment to the Water Advisory Committee.

Commissioner Corliss reported on the special meeting of the Water Advisory Committee scheduled for Monday, April 7, 2008 and agreed to contact Mr. Riss regarding his appointment to the Water Advisory Committee.

IN RE: STEPHANIE GROVE - LEGAL UPDATE AND REPORT

Stephanie Grove, Assistant Prosecuting Attorney appeared before the Commission for the legal update and report.

Ms. Grove reported on the Board of Review and Equalization appeals filed in the Jefferson County Circuit Clerk by Mr. Don Orser, Rattlesnake Run, Shenandoah Sales & Services and Joe Thompson. Ms. Grove reported that Judge Steptoe has scheduled status hearings for the above mentioned appeals.

Ms. Grove reported on the answers filed to the Court for the City of Charles Town case regarding Impact Fee collection.

Ms. Grove reported on the reply brief filed by Brandy Sims, Assistant Prosecuting Attorney for the Jefferson Utilities Case.

Ms. Grove reported on the Motion to Amend complaint for the Thorn Hill case.

Tony Redman, Director of Planning and Zoning appeared before the Commission to request clarification on Ms. Grove's review of proposed zoning ordinance red-line amendments. Ms. Grove reported she is still in the process of reviewing the proposed zoning ordinance amendments.

Mr. Redman reported on his recommendation of how to proceed in light of the recent JCCEP decision and Judge Steptoe's denial of a stay on the case.

Stephanie Grove, Assistant Prosecuting Attorney was present and made comments.

IN RE: GENERAL FUND BUDGET REVISION

Commissioner Corliss requested additional clarification on all county budget expenditures and revenues.

Motion by Surkamp, second by Manuel to table this matter for one week. Motion carried.

The Commission recessed for lunch at 11:50 a.m. The Commission reconvened at 1:30 p.m.

IN RE: COUNTY COMMISSION WORKSHOP

The Commission conducted a workshop in order to discuss the Fiscal Year 2009 budget.

As previously requested by the Commission, Leslie D. Smith, County Administrator distributed copies of a revised budget outlining county revenue and expenditures. Ms. Smith provided a report of county revenues and expenditures.

With consideration to projected staff changes and the upcoming election, motion by F. Morgan to adjust the Prosecuting Attorney's budget to reflect a decrease in salaries in the amount of \$50,000.00. Motion died due to lack of a second.

With consideration to the Fire and EMS expenditures, Commissioner Manuel reported on the status of Senate Bill 224 with regard to collection of Fire & EMS fees.

Motion by Manuel to transfer \$750,000.00 from Capital Savings into a reserve account to be used for Fire and EMS expenses in the event Senate Bill 224 is not adopted. Motion failed due to lack of a second.

County Administrator Leslie D. Smith reported on the differences between the expenditure and revenue report presented today and the one presented several weeks ago which included "bare bones" projections to include projected increases in expenditures such as utility, fuel and additional departmental operating expenses as directed by the County Commission.

Motion by F. Morgan to approve the Levy Estimate for Fiscal Year 2009. Motion died due to lack of a second.

Motion by Surkamp to accept the budget as presented by Leslie D. Smith. Motion died due to lack of a second.

The Commission agreed by consensus that Leslie D. Smith would add anticipated expenditure increases to include jail fees, utilities and operational expenses to the figures presented today for Commission review and consideration and to reconvene for budget deliberations on Monday, April 7, 2008 at 1:30 p.m.

IN RE: MOTION TO TRANSFER FUNDING FROM THE CAPITAL SAVINGS ACCOUNT TO NEXT YEAR'S OPERATIONAL BUDGET WITH RESTRICTIONS (DM)

This matter was discussed under agenda item: "County Commission workshop".

IN RE: APPROVAL OF LEVY ESTIMATE FOR FISCAL YEAR 2009

This matter was discussed under agenda item: "County Commission workshop".

The Commission received the following information:

Notice of County Commission Work Session on April 7, 2008, April 8, 2008 and April 14, 2008, at 10:00 a.m. to review the proposed zoning ordinance and proposed zoning map.

Correspondence received from the Historic Landmarks Commission concerning designated Jefferson County Historic Landmarks.

Correspondence received from Pan Tran concerning a new service schedule.

Correspondence received from the Division of Criminal Justice Services acknowledging receipt of the request for Victims of Crime Act Assistance Program funds.

Reply Brief received concerning Public Service Commission case number 07-1883-W-CN Jefferson Utilities Inc.

Correspondence received concerning Children's Memorial Flag Day.

Correspondence received from Senator Byrd concerning the Washington family homes.

Correspondence received from Governor Manchin concerning legislative correspondence received from the Commission.

Documents from the TAC/IC meeting received from the Hagerstown/Eastern Panhandle Metropolitan Planning Organization.

Correspondence received from Work Force West Virginia concerning the Region VII Local Workforce Investment Board.

Invitation received to attend the 4th Annual Jefferson County Convention and Visitors Bureau Tourism reception on April 9, 2008.

Information received from the County Commissioners' Association concerning the Civil War Trails program.

Jefferson County jail progress meeting minutes received.

Invitation received from the Jefferson County Health Department to attend Public Health Week at the Charles Town Visitor Center, on April 9-11, 2008.

Impact Fee Status report for March 2008 received.

Memorandums received from the Department of Capital Planning and Management concerning transfer of funds.

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

Miscellaneous

The Commission received the following correspondence:

Correspondence received from Judy Newlin concerning budget cuts for the Health Department.

Upon rising, the Commission recessed until Thursday afternoon beginning at 1:30 o'clock p.m.

FRANCES B. MORGAN, COMMISSION PRESIDENT