

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 Courthouse thereof on Thursday, November 20, 2008, beginning at 9:30 o'clock a.m.

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

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

In re: **RECOGNITION OF UNITED STATES SENATOR ROBERT C. BYRD ON HIS 91ST BIRTHDAY**

**RESOLUTION
RECOGNIZING UNITED STATES SENATOR ROBERT C. BYRD
ON HIS 91ST BIRTHDAY**

Whereas, United States Senator Robert C. Byrd was born on November 20, 1917;

Whereas, Senator Byrd celebrates his 91st birthday today;

Whereas, Senator Byrd has served West Virginia as a United States Senator since January 3, 1959;

Whereas, Senator Byrd has been the longest serving United States Senator in American history;

Therefore Be It Resolved, that the County Commission of Jefferson County recognizes Senator Robert C. Byrd on his 91st birthday and for his many years of service to the State of West Virginia.

/s/

Frances B. Morgan, President

/s/ _____ /s/ _____

Dale Manuel, Commissioner

A.M.S. "Rusty" Morgan, III, Commissioner

/s/

Gregory Corliss, Commissioner

/s/

James Surkamp, Commissioner

Dated: November 20, 2008

In re: **LEGISLATIVE ISSUES**

Senator elect Herb Snyder and Delegate elect Tiffany Lawrence appeared before the Commission to discuss the MARC train service and the elimination of Train 883. After discussion, motion by Manuel, second by Surkamp to explore the possibility of providing resources to ensure continuance at current level and possible expansion of the MARC commuter train service to Jefferson County and the Eastern Panhandle and to approve the following Resolution: Motion carried.

RESOLUTION

Whereas, the County Commission of Jefferson County views the MARC commuter train service as invaluable to the citizens of Jefferson County and the Eastern Panhandle;

Whereas, the County Commission of Jefferson County views the MARC commuter train service as vital to the economic stability of Jefferson County and the Eastern Panhandle;

Whereas, the County Commission of Jefferson has determined that the use of mass transit, including the MARC commuter train service, contributes greatly to preservation of the environment;

Therefore Be It Resolved, that the County Commission of Jefferson County is committed to exploring the possibility of providing resources to ensure continuance at current level and possible expansion of the MARC commuter train service to Jefferson County and the Eastern Panhandle.

/s/

Frances B. Morgan, President
County Commission of Jefferson County

November 20, 2008

In re: DISPENSE WITH READING OF MINUTES

Motion by Manuel, second by Corliss to dispense with the reading of the Minutes for the Special Session held on Monday, November 10, 2008, and to approve the Minutes as prepared. Motion carried.

Motion by Manuel, second by R. Morgan to dispense with the reading of the Minutes for the meeting held on Thursday, November 13, 2008, and to approve the Minutes as amended. Motion carried.

Motion by R. Morgan, second by Manuel to dispense with the reading of the Minutes for the Special Session held on Monday, November 17, 2008, and to approve the Minutes as prepared. Motion carried.

In re: APPROVAL OF PURCHASE ORDERS

Motion by Manuel, second by R. Morgan to approve the following Purchase Orders for the Week of November 17, 2008, totaling \$52,460.84: 46113, 45911, 46148, 46154, 45576, 46203, 46206, 45988, 45990, 45991, 45992, 46331, 46332, 46333, 46334, 46335, 46429, 46228, 46229, 46230, 46231, 46232, 46233, 46161, 46163, 46164, 46165, 46337, 44545, and 46336. Motion carried.

In re: APPROVAL OF ACCOUNTS PAYABLE

Motion by Corliss, second by R. Morgan to approve the list of Accounts Payable totaling \$265,433.39 dated November 20, 2008 as presented by the County Clerk and reviewed by the County Commission. Motion carried.

DEPT	NAME	DEPT AMT
401/COM	CO. COMMISSION	
402/CCLK	CO. CLERK	\$286.59
403/CIR CLK	CIRCUIT CLERK	\$1,006.01
404/TAX	TAX OFFICE	\$26.71
405/PA	PROS ATTY	\$232.83
406/ASSR	ASSESSORS	
408/GOV	ST.COMPNET CHG BO GOV UNIT	
412/AG	AG AGT	\$563.13
413/ELE	ELECTION	\$55,855.91
415/MAG CT	MAGISTRATE COURT	\$331.27
415/	GENERAL SCHOOL/CO TRANSFER	\$17,482.73
422/CP&M	CAPITAL PLANNING & MNGMNT	
424/CTHS	COURT HOUSE	\$16,169.76
425/OB	OTHER BUILDING	\$8,665.34
428/DATAP	DATA PROCESSING	
430/HLS	HOMELAND SEC	
431/ECON DEV	ECON DEV	
433/GIS	GIS/ADDRESSING	
439/PZ	PLANNING ZONING	
440/ENG.	DEPT OF ENGINEERING	\$40.19
451/ZONING	ZONING DEPT	\$202.58

700/SHRF	SHERIFF DEPT	\$1,755.48
701/SHRF	SHERIFF DEPT	
704/WV JAIL	ST/WV REGIONAL JAIL	\$104,423.41
711/OES	EMERG SVC	\$150.00
712/911	911 COMMUNICATION	\$3,585.84
716/A/C	ANIMAL CONTROL	\$493.27
801/MTL HLTH	MENTAL HEALTH TRANS TO ENTITIE	
808GOV UNIT	SWA CONTRIB OTHER GOV UNIT	\$5,578.71
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	
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	\$48,583.63
GRANTS	GRANTS	
PAYROLL	PAYROLL	
TOTALS		\$265,433.39

CK#	Dept	VENDOR	PO#	PO Amt	Amt wo PO	CK AMT
057147	425	COMCAST		\$0.00	\$55.93	\$55.93
057148	424	AT&T		\$0.00	\$1.03	\$1.03
057149	700	AUTOZONE		\$0.00	\$62.92	\$62.92
057150	ALLOC	AHA/ART&HUMANITIES ALL		\$0.00	\$4,056.73	\$4,056.73
057151	700	*CREAMERS AUTO SERVICE	46327	\$561.84	\$0.00	\$561.84
057151	716	*CREAMERS AUTO SERVICE	46327	\$68.50	\$0.00	\$68.50
057152	413	TRIXANA T. CARTER		\$0.00	\$310.00	\$310.00
057153	413	MASON CARTER		\$0.00	\$300.00	\$300.00
057154	403	DANKA OFFICE IMAGING	46152	\$24.80	\$0.00	\$24.80
057155	402	DAYTON LEGAL BLANK	46196	\$227.59	\$0.00	\$227.59
057156	700	TRACY L. EDWARDS		\$0.00	\$470.83	\$470.83
057157	413	FEDEX		\$0.00	\$30.77	\$30.77
057157	700	FEDEX		\$0.00	\$105.82	\$105.82
057158	413	VIVIAN FIELDS		\$0.00	\$26.33	\$26.33
057159	413	SARAH FOWLER		\$0.00	\$35.10	\$35.10
057159	413	SARAH FOWLER		\$0.00	\$350.00	\$350.00
057160	412	FRONTIER		\$0.00	\$421.33	\$421.33
057160	415	FRONTIER		\$0.00	\$331.27	\$331.27
057160	424	FRONTIER		\$0.00	\$16,066.73	\$16,066.73
057160	712	FRONTIER		\$0.00	\$3,585.84	\$3,585.84
057161	415	GENERAL COUNTY FUND-J FE		\$0.00	\$17,482.73	\$17,482.73
057162	425	GRAINGER, INC	46324	\$104.86	\$0.00	\$104.86
057162	425	GRAINGER, INC	46329	\$91.80	\$0.00	\$91.80
057163	440	ROGER GOODWIN		\$0.00	\$40.19	\$40.19
057164	405	STEPHANIE GROVE		\$0.00	\$232.83	\$232.83
057165	413	SALLY GRAN		\$0.00	\$8.78	\$8.78
057166	424	HASLER INC.	45737	\$102.00	\$0.00	\$102.00

057167	413	HOWARD HARDER		\$0.00	\$108.00	\$108.00
057168	413	MARY E. HARDER		\$0.00	\$108.00	\$108.00
057169	413	JEFF CO PUBLIC SER DEPT		\$0.00	\$27.72	\$27.72
057169	425	JEFF CO PUBLIC SER DEPT		\$0.00	\$54.49	\$54.49
057170	425	JEFFERSON CO HEALTH DEPT	46328	\$75.00	\$0.00	\$75.00
057171	451	JEFFERSON PUBLISH CO INC	46428	\$202.58	\$0.00	\$202.58
057172	425	JEFFERSON COUNTY SOLID	46322	\$102.46	\$0.00	\$102.46
057172	425	JEFFERSON COUNTY SOLID	46330	\$35.55	\$0.00	\$35.55
057172	808	JEFFERSON COUNTY SOLID		\$0.00	\$5,578.71	\$5,578.71
057173	413	JEFFERSON UTILITIES INC		\$0.00	\$20.12	\$20.12
057174	413	JEFFERSON COUNTY SCHOOLS		\$0.00	\$675.00	\$675.00
057175	716	DONALD LONGERBEAM		\$0.00	\$73.57	\$73.57
057175	716	DONALD LONGERBEAM		\$0.00	\$20.00	\$20.00
057176	412	JUDITH A MATLICK		\$0.00	\$141.80	\$141.80
057177	425	HOME DEPOT CREDIT SERVIC		\$0.00	\$609.98	\$609.98
057178	700	MCKINNEY'S AUTO REPAIR	46325	\$484.09	\$0.00	\$484.09
057179	413	JENNIFER S. MAGHAN		\$0.00	\$17.55	\$17.55
057180	716	NORTON EMBROIDERY INC	46130	\$331.20	\$0.00	\$331.20
057181	413	KAREN OLDEN		\$0.00	\$350.00	\$350.00
057181	413	KAREN OLDEN		\$0.00	\$21.06	\$21.06
057182	ALLOC	JEFF CO PARKS &		\$0.00	\$20,235.08	\$20,235.08
057183	402	PIFER OFFICE SUPPLY, INC	46205	\$59.00	\$0.00	\$59.00
057183	404	PIFER OFFICE SUPPLY, INC	44546	\$26.71	\$0.00	\$26.71
057184	413	ALICE N. PAINTER		\$0.00	\$91.85	\$91.85
057185	700	QUARTER MASTER	46162	\$69.98	\$0.00	\$69.98
057186	425	RCS SECURITY	46323	\$288.25	\$0.00	\$288.25
057186	425	RCS SECURITY	46335	\$7,205.00	\$0.00	\$7,205.00
057187	704	ST/WV REGIONAL JAIL &	46299	\$104,423.41	\$0.00	\$104,423.41
057188	711	SOFTWARE COMPUTER GROUP	46276	\$150.00	\$0.00	\$150.00
057189	425	VALLEY HARDWARE COMPANY	46071	\$42.02	\$0.00	\$42.02
057190	ALLOC	JEFFERSON CO CONVENTION		\$0.00	\$24,291.82	\$24,291.82
057191	403	VITAL SIGNS	46140	\$650.00	\$0.00	\$650.00
057192	403	WALZ POSTAL SOLUTIONS	46150	\$331.21	\$0.00	\$331.21
057193	413	CRAIG W YOHN		\$0.00	\$310.00	\$310.00
057194	413	BETHEL METHODIST CHURCH		\$0.00	\$100.00	\$100.00
057195	413	RICHARD F BLUE		\$0.00	\$350.00	\$350.00
057196	413	CAMP HILL WESLEY UNITED		\$0.00	\$150.00	\$150.00
057197	413	CHARLES TOWN BAPTIST		\$0.00	\$100.00	\$100.00
057198	413	COVENANT BAPTIST CHURCH		\$0.00	\$100.00	\$100.00
057199	413	FIRST BAPTIST CHURCH		\$0.00	\$100.00	\$100.00
057200	413	KABLETOWN METHODIST CHRC		\$0.00	\$150.00	\$150.00
057201	413	FREIDA KIDWELL		\$0.00	\$300.00	\$300.00
057202	413	LEETOWN METHODIST CHURCH		\$0.00	\$100.00	\$100.00
057203	413	MIDDLEWAY METHODIST CHRC		\$0.00	\$100.00	\$100.00
057204	413	JEAN L ROBERTS		\$0.00	\$350.00	\$350.00
057204	413	JEAN L ROBERTS		\$0.00	\$7.02	\$7.02
057205	413	SEVENTH DAY ADVENT CHURC		\$0.00	\$200.00	\$200.00
057206	413	CATHERINE E SMALLWOOD		\$0.00	\$300.00	\$300.00
057207	413	JEAN E SPURLING		\$0.00	\$7.02	\$7.02
057207	413	JEAN E SPURLING		\$0.00	\$350.00	\$350.00

057208	413	ST JOHNS EPISCOPAL CHURC		\$0.00	\$100.00	\$100.00
057209	413	EUGENE PEARSON		\$0.00	\$300.00	\$300.00
057210	413	JAMES EDDY		\$0.00	\$350.00	\$350.00
057210	413	JAMES EDDY		\$0.00	\$14.04	\$14.04
057211	413	SHEPHERDSTOWN MENS CLUB		\$0.00	\$100.00	\$100.00
057212	413	SHEPHERDSTOWN FIRE DEPT		\$0.00	\$200.00	\$200.00
057213	413	CHARLES HENRY		\$0.00	\$4.68	\$4.68
057213	413	CHARLES HENRY		\$0.00	\$350.00	\$350.00
057214	413	NANCY JO UPWRIGHT		\$0.00	\$350.00	\$350.00
057214	413	NANCY JO UPWRIGHT		\$0.00	\$15.80	\$15.80
057215	413	BLUE RIDGE MTN VOL FIRE		\$0.00	\$100.00	\$100.00
057216	413	BONITA PRATHER		\$0.00	\$300.00	\$300.00
057217	413	RUTH MCDANIEL		\$0.00	\$300.00	\$300.00
057218	413	KAREN KRESSIN		\$0.00	\$300.00	\$300.00
057219	413	OAKLAND METHODIST CHURCH		\$0.00	\$100.00	\$100.00
057220	413	CHARLOTTE DAVIS		\$0.00	\$50.00	\$50.00
057221	413	ROSALIE RING		\$0.00	\$23.40	\$23.40
057221	413	ROSALIE RING		\$0.00	\$350.00	\$350.00
057222	413	JEAN DIGNAZIO		\$0.00	\$50.00	\$50.00
057223	413	PAUL WILT		\$0.00	\$350.00	\$350.00
057223	413	PAUL WILT		\$0.00	\$14.04	\$14.04
057224	413	NORA DRISH		\$0.00	\$17.55	\$17.55
057224	413	NORA DRISH		\$0.00	\$350.00	\$350.00
057225	413	JEFFERSON COUNTY COUNCIL		\$0.00	\$100.00	\$100.00
057226	413	HARRIET MONROE MILLER		\$0.00	\$350.00	\$350.00
057226	413	HARRIET MONROE MILLER		\$0.00	\$7.90	\$7.90
057227	413	ORVILLE THOMPSON		\$0.00	\$300.00	\$300.00
057228	413	JULIA MAE DOWNING		\$0.00	\$310.00	\$310.00
057229	413	MARY MAYS		\$0.00	\$310.00	\$310.00
057230	413	PHYLLIS CADWELL		\$0.00	\$300.00	\$300.00
057231	413	CONNOR NEWLON		\$0.00	\$2.34	\$2.34
057231	413	CONNOR NEWLON		\$0.00	\$350.00	\$350.00
057232	413	CHARLOTTE GANO		\$0.00	\$300.00	\$300.00
057233	413	JANET JEFFRIES		\$0.00	\$300.00	\$300.00
057234	413	GARLAND CHRISMAN		\$0.00	\$310.00	\$310.00
057235	413	VIVIAN HENRY		\$0.00	\$350.00	\$350.00
057235	413	VIVIAN HENRY		\$0.00	\$7.02	\$7.02
057236	413	KARLA EISTER		\$0.00	\$300.00	\$300.00
057237	413	DOROTHY MEYERS		\$0.00	\$300.00	\$300.00
057238	413	RICHARD RAYMOND		\$0.00	\$300.00	\$300.00
057239	413	SHIRLEY WILT		\$0.00	\$300.00	\$300.00
057240	413	EVA ALEXANDER		\$0.00	\$310.00	\$310.00
057241	413	THELMA WILT		\$0.00	\$300.00	\$300.00
057242	413	SHIRLEY UTZ		\$0.00	\$310.00	\$310.00
057243	413	SHIRLEY HENRY		\$0.00	\$300.00	\$300.00
057244	413	MABEL TESSIER		\$0.00	\$300.00	\$300.00
057245	413	CLAIRE GIBSON		\$0.00	\$300.00	\$300.00
057246	413	JANICE BLACKFORD		\$0.00	\$300.00	\$300.00
057247	413	ISABELLE EBERSOLE		\$0.00	\$300.00	\$300.00
057248	413	RAMONA THOMPSON		\$0.00	\$300.00	\$300.00

057249	413	TIM COLLINS		\$0.00	\$300.00	\$300.00
057250	413	LINDA HOUSDEN		\$0.00	\$300.00	\$300.00
057251	413	BRIAN OLDEN		\$0.00	\$92.00	\$92.00
057252	413	SUSANNE KOENIG		\$0.00	\$300.00	\$300.00
057253	413	MICHAEL BUSCHER		\$0.00	\$310.00	\$310.00
057254	413	DIAMA COLLINS		\$0.00	\$310.00	\$310.00
057255	413	MARY RUTHERFORD		\$0.00	\$300.00	\$300.00
057256	413	RANDOLPH RIDGEWAY		\$0.00	\$300.00	\$300.00
057257	413	INEZ RIDGEWAY		\$0.00	\$300.00	\$300.00
057258	413	CATHRYN JACKSON		\$0.00	\$2.34	\$2.34
057258	413	CATHRYN JACKSON		\$0.00	\$350.00	\$350.00
057259	413	MONTE RIDGEWAY		\$0.00	\$310.00	\$310.00
057260	413	DEBBIE GRAVATT		\$0.00	\$300.00	\$300.00
057261	413	DEBORAH SPATOLA		\$0.00	\$300.00	\$300.00
057262	413	SUNSHINE DRUMMOND		\$0.00	\$300.00	\$300.00
057263	413	STEVEN CROWE		\$0.00	\$350.00	\$350.00
057263	413	STEVEN CROWE		\$0.00	\$23.40	\$23.40
057264	413	BEVERLY RAINES		\$0.00	\$310.00	\$310.00
057265	413	LORRAINE KINDER		\$0.00	\$300.00	\$300.00
057266	413	JOYCE PIFER		\$0.00	\$300.00	\$300.00
057267	413	DANIEL LUTZ		\$0.00	\$300.00	\$300.00
057268	413	CAROLYN WRIGHT		\$0.00	\$300.00	\$300.00
057269	413	FRANKIE REMALEY		\$0.00	\$300.00	\$300.00
057270	413	BARBARA SMITH		\$0.00	\$310.00	\$310.00
057271	413	SARAH GABRIELSON		\$0.00	\$9.36	\$9.36
057271	413	SARAH GABRIELSON		\$0.00	\$350.00	\$350.00
057272	413	PATRICIA BLEVINS		\$0.00	\$350.00	\$350.00
057272	413	PATRICIA BLEVINS		\$0.00	\$30.42	\$30.42
057273	413	JULIE OTT		\$0.00	\$300.00	\$300.00
057274	413	ELIZABETH STAGNER		\$0.00	\$300.00	\$300.00
057275	413	BARBARA TURTON		\$0.00	\$300.00	\$300.00
057276	413	GERALD DOST		\$0.00	\$300.00	\$300.00
057277	413	JUDITH CROMWELL		\$0.00	\$300.00	\$300.00
057278	413	VICKIE DRUMMOND		\$0.00	\$300.00	\$300.00
057279	413	DEBRA DURST		\$0.00	\$300.00	\$300.00
057280	413	METHA CROUCH		\$0.00	\$300.00	\$300.00
057281	413	MARTIN DURST		\$0.00	\$300.00	\$300.00
057282	413	MARIE WHITE		\$0.00	\$300.00	\$300.00
057283	413	H. LAVONNE MILLER		\$0.00	\$300.00	\$300.00
057284	413	DOROTHY MCDONALD		\$0.00	\$300.00	\$300.00
057285	413	JOAN L. HOUGH		\$0.00	\$300.00	\$300.00
057286	413	MARSHA GARDNER		\$0.00	\$310.00	\$310.00
057287	413	JOHN HANCOCK		\$0.00	\$300.00	\$300.00
057288	413	LINDA FRICKE		\$0.00	\$300.00	\$300.00
057289	413	IRIS CHRISMAN		\$0.00	\$310.00	\$310.00
057290	413	ELIZABETH MOORES		\$0.00	\$300.00	\$300.00
057291	413	WILLIAM MUNDEY		\$0.00	\$300.00	\$300.00
057292	413	ROBYN PAINTER		\$0.00	\$358.00	\$358.00
057293	413	TERRI ROBERTS		\$0.00	\$300.00	\$300.00
057294	413	ROBERT TRAINOR		\$0.00	\$310.00	\$310.00

057295	413	BARBARA LARROW		\$0.00	\$300.00	\$300.00
057296	413	VIRGINIA M. KEENEY		\$0.00	\$30.42	\$30.42
057296	413	VIRGINIA M. KEENEY		\$0.00	\$350.00	\$350.00
057297	413	JACKIE MOLER		\$0.00	\$5.85	\$5.85
057297	413	JACKIE MOLER		\$0.00	\$350.00	\$350.00
057298	413	ARABIA ANDERSON		\$0.00	\$88.00	\$88.00
057299	413	BRUCE FLESHMAN		\$0.00	\$310.00	\$310.00
057300	413	ANITA FLESHMAN		\$0.00	\$22.23	\$22.23
057300	413	ANITA FLESHMAN		\$0.00	\$350.00	\$350.00
057301	413	EDWARD MOORE		\$0.00	\$300.00	\$300.00
057302	413	STELLA ROBINSON		\$0.00	\$310.00	\$310.00
057303	413	TODD BALDAU		\$0.00	\$350.00	\$350.00
057303	413	TODD BALDAU		\$0.00	\$9.36	\$9.36
057304	413	SHARON CANFIELD-MAJOR		\$0.00	\$310.00	\$310.00
057305	413	CAROL GIBSON		\$0.00	\$300.00	\$300.00
057306	413	JOHN THOMPSON		\$0.00	\$310.00	\$310.00
057307	413	MARY VICKERS		\$0.00	\$300.00	\$300.00
057308	413	FLORENCE VICKERS		\$0.00	\$300.00	\$300.00
057309	413	JOHN SIMS		\$0.00	\$310.00	\$310.00
057310	413	ROBERT GRAF SR.		\$0.00	\$25.74	\$25.74
057310	413	ROBERT GRAF SR.		\$0.00	\$350.00	\$350.00
057311	413	ROBERT CAMPBELL		\$0.00	\$300.00	\$300.00
057312	413	ANDREW OLDEN		\$0.00	\$97.28	\$97.28
057313	413	MARGARET HOUSDEN		\$0.00	\$300.00	\$300.00
057314	413	GEORGE MOXLEY		\$0.00	\$310.00	\$310.00
057315	413	MARY TRICE		\$0.00	\$310.00	\$310.00
057316	413	ELIZABETH COYLE		\$0.00	\$350.00	\$350.00
057316	413	ELIZABETH COYLE		\$0.00	\$35.74	\$35.74
057317	413	PATRICK COYLE JR		\$0.00	\$300.00	\$300.00
057318	413	VIRGINIA GRAF		\$0.00	\$300.00	\$300.00
057319	413	JOAN MERCER		\$0.00	\$300.00	\$300.00
057320	413	RAYMOND HESLIN		\$0.00	\$300.00	\$300.00
057321	413	JERRY WILLIAMS		\$0.00	\$300.00	\$300.00
057322	413	JAMES MANN		\$0.00	\$300.00	\$300.00
057323	413	JERRY SATHER		\$0.00	\$300.00	\$300.00
057324	413	ROGER DAILEY		\$0.00	\$300.00	\$300.00
057325	413	MIKE CENATE		\$0.00	\$300.00	\$300.00
057326	413	REGINA SMITH		\$0.00	\$310.00	\$310.00
057327	413	DELORES ALLEN		\$0.00	\$300.00	\$300.00
057328	413	TRACEY CENATE		\$0.00	\$300.00	\$300.00
057329	413	FREDERICK SPURLIN		\$0.00	\$300.00	\$300.00
057330	413	SHARON SATHER		\$0.00	\$300.00	\$300.00
057331	413	PAMELA CARROLL		\$0.00	\$310.00	\$310.00
057332	413	MARY COGLE		\$0.00	\$310.00	\$310.00
057333	413	MELINDA MAYE		\$0.00	\$350.00	\$350.00
057333	413	MELINDA MAYE		\$0.00	\$20.48	\$20.48
057334	413	ALICIA WHITE		\$0.00	\$17.55	\$17.55
057334	413	ALICIA WHITE		\$0.00	\$350.00	\$350.00
057335	413	DAVID PAINTER		\$0.00	\$670.00	\$670.00
057336	413	BETTY EYRE		\$0.00	\$100.00	\$100.00

057337	413	WENDY EVANGELISTI	\$0.00	\$122.85	\$122.85
057338	413	SHAKIRA FIELDS	\$0.00	\$74.30	\$74.30
057339	413	SCOTT FRAZIER	\$0.00	\$84.00	\$84.00
057340	413	JACKIE SHADLE	\$0.00	\$300.00	\$300.00
057341	413	ROCKY GRIM	\$0.00	\$84.00	\$84.00
057342	413	BRIAN HANNA II	\$0.00	\$74.67	\$74.67
057343	413	PEGGY NICODEMUS	\$0.00	\$310.00	\$310.00
057344	413	JIM TOWER	\$0.00	\$300.00	\$300.00
057345	413	NANCE BRISCOE	\$0.00	\$350.00	\$350.00
057346	413	SAMANTHA ADDESA	\$0.00	\$310.00	\$310.00
057347	413	TREY FIELDS	\$0.00	\$0.64	\$0.64
057348	413	THERESA JENKINS	\$0.00	\$300.00	\$300.00
057349	413	BRUCE KRESSIN	\$0.00	\$300.00	\$300.00
057350	413	HAROLD STEWART	\$0.00	\$300.00	\$300.00
057351	413	BETTY HILLS	\$0.00	\$300.00	\$300.00
057352	413	REBECCA JONES	\$0.00	\$9.24	\$9.24
057352	413	REBECCA JONES	\$0.00	\$350.00	\$350.00
057353	413	FRANCESCA PAGANO	\$0.00	\$100.00	\$100.00
057354	413	DAN EVANGELISTI	\$0.00	\$300.00	\$300.00
057355	413	PEGGY FREEMAN	\$0.00	\$310.00	\$310.00
057356	413	CHRISTINE WOLF	\$0.00	\$16.38	\$16.38
057356	413	CHRISTINE WOLF	\$0.00	\$350.00	\$350.00
057357	413	AMY PIEDRAHITA	\$0.00	\$300.00	\$300.00
057358	413	SUZANNE SCHMIDT	\$0.00	\$300.00	\$300.00
057359	413	CAROL SWIGER	\$0.00	\$300.00	\$300.00
057360	413	NEIL BELLMAN	\$0.00	\$310.00	\$310.00
057361	413	STACY HAWKINS	\$0.00	\$300.00	\$300.00
057362	413	CHERYL HUFF	\$0.00	\$300.00	\$300.00
057363	413	BOB MURTO	\$0.00	\$300.00	\$300.00
057364	413	ANTOINETTE RINGGOLD	\$0.00	\$300.00	\$300.00
057365	413	MAJOR DODSON	\$0.00	\$64.00	\$64.00
057366	413	CRYSTAL WELLMAN	\$0.00	\$108.00	\$108.00
057367	413	KAYLA MYERS	\$0.00	\$96.00	\$96.00
057368	413	JOHN WICKLUND	\$0.00	\$48.00	\$48.00
057369	413	REBECCA HERBERT	\$0.00	\$72.00	\$72.00
057370	413	TRAVIS HAYDEN	\$0.00	\$48.00	\$48.00
057371	413	JOSHUA WICKLUND	\$0.00	\$48.00	\$48.00
057372	413	TRICIA WORDEN	\$0.00	\$100.00	\$100.00
057373	413	MELISSA LEWIS	\$0.00	\$88.00	\$88.00
057374	413	DAVID TESTERMAN	\$0.00	\$84.00	\$84.00
057375	413	ROSE FRAZIER	\$0.00	\$84.00	\$84.00
057376	413	SEAN KELLY	\$0.00	\$80.00	\$80.00
057377	413	ANDREW WORDEN	\$0.00	\$96.00	\$96.00
057378	413	ROBERT SHORES	\$0.00	\$90.72	\$90.72
057379	413	WENDY DODSON	\$0.00	\$86.72	\$86.72
057380	413	PATRICK SHEETZ	\$0.00	\$100.00	\$100.00
057381	413	EMMA COOK	\$0.00	\$94.72	\$94.72
057382	413	ADAM HERBERT	\$0.00	\$82.72	\$82.72
057383	413	SUSAN KENNISON	\$0.00	\$82.72	\$82.72
057384	413	GERALDINE HERBERT	\$0.00	\$70.79	\$70.79

057385	413	KATRINA BLOOMER		\$0.00	\$73.71	\$73.71
057386	413	LISA BOWER		\$0.00	\$81.90	\$81.90
057387	413	WILLIAM MYERS		\$0.00	\$344.00	\$344.00
057388	413	JOHN HINTON		\$0.00	\$312.00	\$312.00
057389	413	MARTY FREEMAN		\$0.00	\$300.00	\$300.00
057390	413	CAROLYN COMRAS		\$0.00	\$300.00	\$300.00
057391	413	JUDY OTT		\$0.00	\$300.00	\$300.00
057392	413	ELIZABETH LADEMAN		\$0.00	\$310.00	\$310.00
057393	413	ROBYN CARPER		\$0.00	\$300.00	\$300.00
057394	413	MARGARET SMITH-WALKER		\$0.00	\$24.57	\$24.57
057394	413	MARGARET SMITH-WALKER		\$0.00	\$350.00	\$350.00
057395	413	ALEX HAMILL		\$0.00	\$300.00	\$300.00
057396	413	LORETTA MCDONALD		\$0.00	\$50.00	\$50.00
057397	413	LINDA PAINTER		\$0.00	\$50.00	\$50.00
057398	413	TRACY RISSLER		\$0.00	\$50.00	\$50.00
057399	413	PEGGY TURNER		\$0.00	\$50.00	\$50.00
057400	413	DONNA BEITZEL		\$0.00	\$50.00	\$50.00
057401	413	LAURA LEUTERS		\$0.00	\$50.00	\$50.00
TOTAL				\$115,657.85	\$149,775.54	\$265,433.39

In re: BONDING AND ACTIVITY REPORT

- THORN HILL - REQUEST FOR BOND EXTENSION

Roger Goodwin, Chief County Engineer appeared before the Commission to update the Commission on the following:

- Building Permit - Shepherdstown Cemetery
- Mountain Water Study - Assistance from West Virginia University

Mr. Goodwin discussed the Thorn Hill Subdivision request for bond extension and options. Motion by Manuel, second by Corliss to grant the bond extension for Thorn Hill Subdivision with a surety of \$3,487,808.00 until June 19, 2010 and to have legal counsel review the bond extension and to include language that no bond be released until \$1.2 million dollars in improvements be made. Motion carried. For the record, Herb Yonkers was present and made comment. Gene Capriotti was present.

In re: REQUEST FOR APPROVAL OF EMPLOYMENT - COUNTY ENGINEER

Motion by Manuel, second by R. Morgan to approve the employment of Jonathan Saunders as County Engineer. Motion carried.

In re: ZONING AND SUBDIVISION ORDINANCE AMENDMENTS DISCUSSION

Kirk Davis, Interim Director of Planning and Zoning appeared before the Commission to discuss the Zoning and Subdivision Ordinance Amendments. This agenda item will be discussed during the Public Hearing at 1:30 p.m.

In re: APPROVAL AND SIGNATURE OF FINAL PROJECT CHANGE ORDER - 010 - OLD JAIL COURTHOUSE ANNEX

Motion by Manuel, second by R. Morgan to approve the final project change order 010 - Old Jail Courthouse Annex and to authorize the President of the Commission to affix her signature to the appropriate documents. Motion carried.

In re: PUBLIC COMMENT

Ed Burns appeared before the Commission to comment on the MARC commuter train service.

In re: KELLIE BOLES - REQUEST COMMITMENT OF MATCHING FUNDS FOR WV FARMERS' MARKET FUND GRANT PROGRAM

Kellie Boles, Agriculture Development Officer appeared before the Commission to request commitment of matching funds for a West Virginia Farmers' Market fund grant program in the amount of \$30,000. Motion by Corliss, second by F. Morgan to support the \$30,000 commitment with further study of the county budget and contingent upon the Agriculture Development Officer finding suitable location for the farmers' market and to place this item on the December 4th, 2008 agenda. Motion passed by a 4-1 vote. Commissioner R. Morgan voted no.

In re: NEAL CARPENTER - PLAN REGARDING OPTIMIZATION OF FIRE AND EMS RESOURCES

Neal Carpenter appeared before the Commission to discuss the plan regarding optimization of Fire and EMS resources. Motion by Manuel, second by R. Morgan to allow Mr. Carpenter to continue the study and that this study be a collaborative effort and to place this item on the December 4th, 2008 agenda. Motion passed by a 3-2 vote. Commissioners F. Morgan and Corliss voted no. For the record, Jay Watson, President Jefferson County Fire and Rescue Association, Paul Rosa, Jefferson County Ambulance Authority were present and made comments.

In re: INCLUDE JCAA PROPOSED HEADQUARTERS PROJECT IN OPTIMIZATION ASSESSMENT OF FIRE-EMS BOARD (JS)

The Commission directed that Mr. Carpenter include the Jefferson County Ambulance Authority Headquarters Project be included in the optimization assessment of Fire and EMS. For the record, Paul Rosa and Mike Alvarez, Jefferson County Ambulance Authority were present and made comments.

In re: PETER FRICKE - WATER RIGHTS IN MIDDLEWAY VILLAGE AND HISTORIC DISTRICT

Peter Fricke appeared before the Commission to discuss water rights in the Middleway Village and historic district. After discussion, by consensus the Commission agreed to refer this matter to legal counsel for review.

**In re: JENNIFER S. MAGHAN - COUNTY CLERK'S REPORT
- APPROVAL OF HIRE - BONNIE DORMAN
- PROBATE APPROVALS**

Jennifer S. Maghan, County Clerk appeared before the Commission to request approval of employment of Bonnie Dorman. Motion by Surkamp, second by R. Morgan to approve the employment of Bonnie Dorman as an Assistant Clerk in the County Clerk's office. Motion carried.

Karen Olden, Probate County Clerk appeared before the Commission to request approval of the following orders:

Motion by Manuel, second by R. Morgan to approve the motion from Heartland of Martinsburg by its counsel Christopher P. Stroeh, to appoint the Sheriff of Jefferson County to administer the estate of Lottie Virginia Dozier. Motion carried.

Motion by Manuel, second by R. Morgan to approve the Order from Fiduciary Commissioner David DeJarnett asking to accept and approve his report increasing the administrator bond of personal representative James Packard-Gonez on the estate of John J. Warfield. Motion carried.

Motion by R. Morgan, second by Manuel to approve the Final Accounting for Erwin G. Fieger. Motion carried.

Motion by R. Morgan, second by Manuel to approve an Order from Fiduciary Commissioner David DeJarnett asking to accept and approve his report on the denied claim from Nichols and Skinner against the estate of Joseph P. Christian. Motion carried.

**In re: LEGAL UPDATE: OBTAIN FOR JUI RATE CASE USDA DOCUMENTS (JS)
Commissioner Surkamp withdrew this item from the agenda.**

The Commission took a 15 minute break at 11:35 a.m.

In re: DON JACOBS - CLASSIFICATION AND WAGE STUDY CONSULTANT

Don Jacobs, Jacobs Consulting appeared before the Commission to give an update on the Classification and Wage Study.

The Commission agreed to place this item on the December 4th, 2008 meeting.

Motion by Corliss, second by Manuel to use option 1 and to have Mr. Jacobs give a report on the cost features with the current budget at the December 4th meeting and that \$500,000 be applied for the increases. Amended motion by R. Morgan to add option 2 for review.

Amended motion by Corliss, second by Manuel to use options 1 and 2 and that Mr. Jacobs give a report on the cost features with the current budget on the 4th of December meeting and that \$500,000 be applied for the increases. Motion passed by a 3-2 vote. Commissioners Surkamp and F. Morgan voted no.

The Commission recessed for lunch at 1:00 p.m. The Commission reconvened at 1:30 p.m.

SPECIAL SESSION:

State of West Virginia, County of Jefferson, to-wit:

At a Special Session of the County Commission of said County and State continued and held at the Old Charles Town Library Meeting Room thereof on Thursday, November 20, 2008, beginning at 1:30 o'clock p.m.

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

In re: PUBLIC HEARING - AMENDMENTS TO SUBDIVISION AND LAND DEVELOPMENT REGULATIONS

Kirk Davis, Interim Director of Planning and Zoning appeared before the Commission for a public hearing on the amendments to the Subdivision & Land Development Regulations, adopted October 9, 2008. The following sections will be considered for amendment:

- Sec. 24.106 Major Subdivision Concept Plan Comprehensive Review
- Sec. 24.113 Major Subdivision Final Site Development Plan Application - Submission
- Sec 24.502 Maintenance Bond
- Sec 24.503 Amount of Surety
- App. A, Sec. 1.4 Recordation of Final Plat
- App. B, Sec 1.2 Surveys

Motion by Manuel, second by Corliss to adjourn the Public Hearing and to enter into Regular Session. Motion carried.

REGULAR SESSION:

In re: APPOINTMENTS OF ALTERNATE MEMBERS TO THE BOARD OF ZONING APPEALS
No action was taken on the agenda item.

In re: APPOINTMENTS TO THE JEFFERSON COUNTY AMBULANCE AUTHORITY

No action was taken on this agenda item.

In re: PROPOSAL TO PRUDENTLY IMPLEMENT A FULL OR PARTIAL JACOBS AREA EQUITY WAGE SCALE FOR ALL COUNTY AND ELECTED EMPLOYEES (GC)

Commissioner Corliss discussed the Jacobs Study and proposed to implement a wage scale for all County and Elected employees. No action was taken on this agenda item. For the record, this agenda item was also discussed under agenda item - "DON JACOBS-CLASSIFICATION AND WAGE STUDY CONSULTANT"

In re: MARK SCHIAVONE - BUDGET TRANSITION REPORT

Mark Schiavone, Director of Capital Planning and Management appeared before the Commission to give the Budget Transition Report. Mr. Schiavone requested that a budget committee consisting of Leslie Smith, County Administrator, Mark Schiavone, Director of Capital Planning and Management and the President and Vice President of the County Commission be formed. Motion by Manuel to hold on to appoint the committee until the newly elected Commissioners are seated. The motion failed due to the lack of a 2nd.

Motion by R. Morgan, second by Surkamp to form the Committee as requested. Motion amended by Manuel, second by R. Morgan to include that the Committee be an Advisory Committee and that any Commissioner can be included on the Committee. Amended motion passed by a 3-2 vote. Commissioners Surkamp and Corliss voted no.

Amended motion by Manuel, second by R. Morgan to form a Budget Committee consisting Leslie Smith, County Administrator, Mark Schiavone, Director of Capital Planning and Management and the President and Vice President of the County Commission and that the Committee is an Advisory Committee and that any Commissioner may be seated on the Committee. Motion passed by a 4-1 vote. Commissioner Manuel voted no.

Motion by Manuel to post and publish all Budget Committee meetings. Commissioner Manuel withdrew his motion.

Mr. Schiavone requested that he and staff receive an additional weeks vacation due to the additional work load handling the budget. Motion by Surkamp to give Mr. Schiavone and his staff and an additional one week vacation due to the work load. Motion failed due to the lack of a 2nd.

Upon request from Mr. Schiavone, motion by R. Morgan, second by Surkamp to approve \$2,000 for training at SSI in Morgantown, WV for the budget software. Motion passed by a 4-1 vote. Commissioner Manuel voted no.

The Commission agreed to hold a budget committee meeting on Monday, December 8, 2008 at 10:00 a.m.

In re: HIRE CPA RE: JUI RATE CASE FOR STUDY OF MOUNTAIN RATES (JS)

James Casimiro, Assistant Prosecuting Attorney appeared before the Commission to discuss the JUI Rate case. Mr. Casimiro requested that \$5,000 be allocated to hire a CPA regarding the JUI case. The Commission directed that Mr. Casimiro report back to the Commission at the December 4th meeting with a proposal for a CPA.

In re: STEPHANIE GROVE - LEGAL UPDATE AND REPORT

Stephanie Grove, Assistant Prosecuting Attorney appeared before the Commission to give the weekly legal update and report on the following:

- To Do List distributed
- Upcoming meeting with Peter Fricke regarding Middleway Water Rights
- Prescription Drug Plan reviewed
- Zoning Petition deadline
- Hearing with the Sheriff

In re: ENCOURAGE PERSONNEL (*sic*) EVALUATIONS OF DIRECTORS OF DISCRETE GOVERNMENTAL UNITS PRIOR TO BUDGET BY THEIR RESPECTIVE BOARDS IN THE FORM OF A LETTER TO BOARD MEMBERS (JS)

Commissioner Surkamp discussed the personnel (*sic*) evaluations of Directors of discrete governmental units prior to budget by their respective boards in the form of a letter to board members.

In re: LEGISLATIVE RESOLUTION: CREATE TAX NEIGHBORHOOD FOR NON-CONTIGUOUS PROPERTIES ON NATIONAL HISTORIC REGISTER; TO HLC FOR REVIEW AND COMMENT IN TIME FOR LEGISLATIVE MEETING AT THE WOODS (JS)

Motion by Surkamp, second by R. Morgan to ask that the Historic Landmarks Commission review and comment on a legislative resolution creating a tax neighborhood for non-contiguous properties on the National Historic Register. Motion by Manuel, second by F. Morgan to table this agenda item indefinitely. Motion carried by a 3-2 vote. Commissioners Corliss and Surkamp voted no.

In re: NON DISCLOSURE POLICY: WHICH VENDORS EMPLOYEES AND COUNTY EMPLOYEES HAVE ADMIN PRIVILEGES PER REQUEST OF THE COMMISSION FOR REPORT RECEIVED SEPT. 25, TO PROVIDE BY 5 PM FRIDAY. BEGIN NON-DISCLOSURE FORM FILL-OUT (JS)

The Commission agreed with objections from Commissioners Manuel and Corliss to place this agenda item on next weeks agenda.

In re: PATH HEARING: ADVISE GIS STAFF TO PREPARE, IF POSSIBLE BY DEC. 3 HEARING, MAP SHOWING IMPACT OF TRANSMISSION CORRIDOR EXPANSION ACROSS THE SOUTHERN PART OF THE COUNTY (JS)

The Commission directed that Leslie Smith, County Administrator to advise GIS staff if possible by December 3 to have maps showing impact of transmission corridor expansion across the southern part of the county.

In re: REPORT SHOWING WHERE ALL OUR MONIES ARE INVESTED: WITH DOCUMENTS ATTESTING THAT ALL FUNDS ARE FULLY COLLATERALIZED. SEEK ADVISEMENT FROM COUNTY ADMINISTRATOR, COUNTY CLERK, COUNTY SHERIFF, PA. FOR FIRST DECEMBER MEETING (JS)

Commissioner Surkamp requested a report at the December 4th meeting showing where all monies are invested including documentation attesting that all funds are fully collateralized.

In re: REQUEST FOR APPROVAL OF EMPLOYMENT - CIRCUIT CLERK'S OFFICE DEPUTY CLERK

- REQUEST FOR APPROVAL OF PART-TIME, TEMPORARY EMPLOYEE

Motion by Manuel, second by F. Morgan to approve the employment of Rebecca Chalk in the Circuit Clerk's office as a Deputy Clerk. Motion carried.

Motion by Manuel, second by Corliss to approve the part-time temporary employment of Timothy Oden at \$7.50 an hour for up to 5 months. Motion passed by a 4-1 vote. Commissioner R. Morgan voted no.

In re: COUNTY ADMINISTRATOR REPORTS

Leslie D. Smith, County Administrator distributed the revenue report. Ms. Smith informed the Commission that the Legislative Summit was going to be held at Cacapon on the 10th of December, 2008 from 3-5pm.

In re: COUNTY COMMISSION REPORTS

Commissioner Corliss discussed the Development Authority meeting he attended.

The Commission received the following information:

E-911 fees received from Citizens Communication Company.

PATH Open House schedule received from Charles Friddle, III.

Correspondence received from Paul Burke concerning the Zoning Amendments.

Correspondence received from Dewberry concerning the Draft Zoning Text Amendments.

Correspondence received from Martin Luther King, Jr. West Virginia Holiday Commission - West Virginia Division of Culture and History concerning the 2009 Martin Luther King, Jr. Living Dream Award Nominations.

Correspondence received from the Division of Criminal Justice Services regarding the West Virginia Community Corrections Grant Program Transition.

Copy of letter sent to Mike Manley, Software Systems President from Mark Schiavone, Impact Fee Coordinator received.

Meeting minutes for October 2008 received from the Harpers Ferry/Bolivar Public Service District.

Notice of Informational Workshop Public Meeting received from the West Virginia Division of Highways.

Monthly Activity Report received from Jefferson County Animal Control.

Notice of Open-House Training Session received from the Jefferson County Clerk.

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

Correspondence received from Guardian concerning ActiveHealth Services.

Correspondence received from Robert Rodecker, Esquire concerning the Jefferson County, West Virginia Cable Franchise.

Upon rising, the Commission recessed until Thursday, December 4, 2008 beginning at 9:30 o'clock a.m.

PRESIDENT