

REGULAR TERM:

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

At a Regular Term of the County Commission of said County and State continued and held at the Old Charles Town Library meeting room thereof on Thursday May 21, 2009 beginning at 9:30 o'clock a.m.

PRESENT: Dale Manuel; President;
James Surkamp, Patsy Noland,
Lyn Widmyer, Frances B. Morgan; Commissioners

IN RE: PLEDGE OF ALLEGIANCE

Commissioner Surkamp conducted the Pledge of Allegiance.

IN RE: PROCEDURAL MATTER - AGENDA ORGANIZATION

Commissioner Surkamp reported that agenda items 31 and 32 under "New Business" were submitted as "Old Business" and requested they be moved under "Old Business"

The Commission agreed by consensus to move agenda items 31 and 32 under "New Business" to "Old Business".

Commissioner Surkamp expressed concerns with the placement of agenda items with consideration to Roberts Rules and the order to which they were submitted and requested agenda item 34 under "New Business" be moved to the top of the agenda.

Motion by Surkamp, second by Morgan to move agenda item 34 under New Business to the top of the agenda. Motion failed by a 2-3 vote; Commissioners Noland, Widmyer and Manuel voted no.

IN RE: APPROVAL OF MINUTES

Motion by Noland, second by Manuel to dispense with the reading of the Minutes for the meeting held on Thursday, May 14, 2009 and to approve the Minutes as amended. Motion carried.

IN RE: APPROVAL OF PURCHASE ORDERS

Motion by Noland, second by Morgan to approve the following Purchase Orders for the week of May 21, 2009 totaling \$13,822.21: 46724, 46782, 46960, 46675, 47203, 46597, 46613, 47156, 47205, 46996, 47000, 46916, 46917, 47208 and 47209. Motion carried.

IN RE: APPROVAL OF ACCOUNTS PAYABLE

Motion by Morgan, second by Surkamp to approve the list of Accounts Payable for May 21, 2009 totaling \$572,483.78. Motion carried.

CK NO	Dept	VENDOR	PO#	PO Amt	Amt wo PO	CK Amt
058703	425	AUTOZONE		\$0.00	\$55.22	\$55.22
058703	700	AUTOZONE		\$0.00	\$7.92	\$7.92
058704	440	ICC	46979	\$1,746.42	\$0.00	\$1,746.42
058705	424	B-K OFFICE SUPPLY INC	46894	\$1,278.75	\$0.00	\$1,278.75
058705	439	B-K OFFICE SUPPLY INC	46994	\$594.60	\$0.00	\$594.60
058706	424	*CREAMERS	47202	\$21.00	\$0.00	\$21.00
058706	711	*CREAMERS	47202	\$1,046.38	\$0.00	\$1,046.38
058706	716	*CREAMERS	47202	\$15.00	\$0.00	\$15.00

058707	716	CREAMERS WRECKER	47201	\$50.00	\$0.00	\$50.00
058708	425	DEHAVEN SEVEN-UP CORP		\$0.00	\$26.75	\$26.75
058709	433	ESRI	46757	\$2,375.00	\$0.00	\$2,375.00
058710	712	EARTHLINK INC		\$0.00	\$21.95	\$21.95
058711	425	J.C.EHRLICH	46897	\$195.00	\$0.00	\$195.00
058712	700	TRACY L. EDWARDS	46465	\$70.17	\$0.00	\$70.17
058713	700	EMERGENCY E & L	46459	\$607.00	\$0.00	\$607.00
058714	405	FEDEX		\$0.00	\$17.45	\$17.45
058714	700	FEDEX		\$0.00	\$87.90	\$87.90
058714	712	FEDEX		\$0.00	\$16.15	\$16.15
058715	433	TODD FAGAN		\$0.00	\$15.00	\$15.00
058716	700	GALLS INCORPORATED	46454	\$25.97	\$0.00	\$25.97
058717	415	GENERAL COUNTY FUND		\$0.00	\$27,667.97	\$27,667.97
058718	425	GRAINGER, INC	46898	\$91.80	\$0.00	\$91.80
058719	406	GUTTMAN OIL CO		\$0.00	\$315.00	\$315.00
058719	424	GUTTMAN OIL CO		\$0.00	\$1,152.18	\$1,152.18
058719	440	GUTTMAN OIL CO		\$0.00	\$245.42	\$245.42
058719	700	GUTTMAN OIL CO		\$0.00	\$6,182.95	\$6,182.95
058719	711	GUTTMAN OIL CO		\$0.00	\$119.49	\$119.49
058719	712	GUTTMAN OIL CO		\$0.00	\$176.20	\$176.20
058719	716	GUTTMAN OIL CO		\$0.00	\$587.97	\$587.97
058720	424	HASLER INC.		\$0.00	\$105.00	\$105.00
058721	700	IKON OFFICE SOLUTIONS	46461	\$2,405.78	\$0.00	\$2,405.78
058722	700	FCC.LCC	46463	\$38.81	\$0.00	\$38.81
058723	413	JEFF CO PUBLIC SER DEPT		\$0.00	\$27.51	\$27.51
058723	425	JEFF CO PUBLIC SER DEPT		\$0.00	\$55.13	\$55.13
058724	700	JEFFERSON PUBLISH CO INC	46457	\$76.80	\$0.00	\$76.80
058725	424	THE JOURNAL	46896	\$439.50	\$0.00	\$439.50
058726	401	LEWIS CO CIRCUIT CLERK		\$0.00	\$85.50	\$85.50
058727	402	MR PRINT	46695	\$110.23	\$0.00	\$110.23
058728	433	MSAG DATA CONSULTANTS	46607	\$5,568.00	\$0.00	\$5,568.00
058729	424	HOME DEPOT CREDIT		\$0.00	\$2,481.27	\$2,481.27
058729	424	HOME DEPOT CREDIT		\$0.00	\$213.28	\$213.28
058729	425	HOME DEPOT CREDIT		\$0.00	\$496.85	\$496.85
058730	700	MID-AMERICAN SPECIAL	46464	\$440.07	\$0.00	\$440.07
058731	700	MPH INDUSTRIES INC	46462	\$65.22	\$0.00	\$65.22
058732	424	Comfort Design, Inc.	46031	\$1,080.00	\$0.00	\$1,080.00
058733	402	PIFER OFFICE SUPPLY, INC	46693	\$32.16	\$0.00	\$32.16
058733	403	PIFER OFFICE SUPPLY, INC	46959	\$132.61	\$0.00	\$132.61
058733	404	PIFER OFFICE SUPPLY, INC	46659	\$90.05	\$0.00	\$90.05
058734	425	PC RENEWAL	46895	\$97.00	\$0.00	\$97.00

058735	424	ROACH OIL COMPANY		\$0.00	\$6.15	\$6.15
058736	425	RCS SECURITY	46899	\$195.00	\$0.00	\$195.00
058737	424	ROCKWELL CONSTRUCTION	46805	\$8,562.80	\$0.00	\$8,562.80
058738	980	SOFTWARE SYSTEMS, INC	46456	\$1,422.90	\$0.00	\$1,422.90
058739	704	ST/WV REGIONAL JAIL &	47062	\$96,105.66	\$0.00	\$96,105.66
058740	700	WALTER F STEPHENS, JR IN	46458	\$58.45	\$0.00	\$58.45
058741	700	STEWARTS MEN'S WEAR	46460	\$279.00	\$0.00	\$279.00
058742	424	SPRINT		\$0.00	\$91.18	\$91.18
058742	GRANT	SPRINT		\$0.00	\$104.90	\$104.90
058742	712	SPRINT		\$0.00	\$1,185.70	\$1,185.70
058743	425	SHALLOW CREEK ELECTRIC	46900	\$427.50	\$0.00	\$427.50
058744	424	VALLEY HARDWARE	46847	\$9.55	\$0.00	\$9.55
058745	700	VITAL SIGNS	46455	\$60.00	\$0.00	\$60.00
058746	424	WALMART BUSINESS		\$0.00	\$116.71	\$116.71
058746	716	WALMART BUSINESS		\$0.00	\$196.70	\$196.70
058747	412	WVU	46933	\$533.25	\$0.00	\$533.25
058747	989	WVU	46933	\$606.36	\$0.00	\$606.36
058748	405	WV P/A ASSC.	46915	\$1,920.00	\$0.00	\$1,920.00
058749	412	WORD PROCESSING SERV	46935	\$779.25	\$0.00	\$779.25
058749	412	WORD PROCESSING SERV	46938	\$4,132.90	\$0.00	\$4,132.90
058750	GRANT	WVDOT DOH		\$0.00	\$396,836.44	\$396,836.44
TOTALS				\$133,785.94	\$438,697.84	\$572,483.78

IN RE: PUBLIC COMMENT

No public comment was provided.

IN RE: BONDING AND ACTIVITY REPORT

Upon the recommendation of County Engineer Roger Goodwin, motion by Morgan, second by Widmyer to approve the partial release of an irrevocable letter of credit in the amount of \$27,847.00 for Home Hill Corporation – North Hills at Cress Creek Subdivision with the County to retain \$106,333.00. Motion carried.

Mr. Goodwin provided a status update on the construction of North Hills at Cress Creek Subdivision.

Mr. Goodwin provided an update for the storm water management plan at Windmill Crossing.

Mr. Goodwin discussed fee collection specifications for the Department of Engineering. The Commission agreed by consensus to place this matter on next week's agenda to include a report on fee collections from the Department of Planning.

No Activity Report was provided by Kirk Davis, Acting Planning Director.

IN RE: LEGISLATIVE ISSUES

Commissioner Noland reported on the upcoming Legislative Special Session on May 26, 2009; Senate Bill 528 and House Bill 2404.

IN RE: ZONING AND SUBDIVISION ORDINANCE AMENDMENTS DISCUSSION

No new information was provided.

IN RE: FARRELL KELLY - FARAWAY FARMS AND FARMLAND PRESERVATION

Farrell Kelly appeared before the Commission to express his concerns with action taken regarding Faraway Farms.

Mr. Kelly presented the Commission with deeds for their review and requested the Commission consider adopting a Conservation Easement with the Farmland Protection Board.

The Commission advised Mr. Kelly to contact the Farmland Protection Board.

IN RE: DISCUSSION, REPORT OF FEDERAL STIMULUS FUNDS TO BE AVAILABLE TO JEFFERSON COUNTY

Leslie D. Smith, County Administrator reported on grant applications submitted by Sheriff Shirley and other grant research being conducted.

Commissioner Widmyer reported on citizen complaints she has received regarding county roadways and requested that Ms. Smith conduct research for potential grants to improve county roadways.

The Commission discussed objectives for utilizing potential grant funds.

Commissioner Manuel reported on the grant acquisition for the Council on Aging in support of their Senior projects.

Ms. Smith reported on her discussions with Frontier Communications, state and regional officials with regard to Broadband support.

IN RE: BUDGET ISSUES - CONSIDERATION OF FUNDING FOR NON-PROFIT ENTITIES

Commissioner Surkamp distributed copies of his proposed funding for nonprofit entities for Commission review and consideration.

The Commission discussed objectives for prioritizing nonprofit funding allocations.

Motion by Manuel, second by Noland to allocate funds to the various nonprofit entities as specified below. Motion carried.

AGENCY	ALLOCATED AMOUNT
NAACP	\$3,000.00
Charles Town Chaplaincy Services	\$3,000.00
Community Ministries	\$4,000.00
Animal Welfare Society	\$15,000.00
Jefferson Memorial Park	\$2,000.00
CASA of the Eastern Panhandle	\$5,000.00
Shepherdstown Day Care	\$16,000.00
Jefferson County Boys & Girls Club	\$6,000.00
Shepherdstown Men's Club	\$2,500.00
Good Shepherd Interfaith Volunteer Caregivers	\$5,000.00
Kiwanis Club – Toys	\$1,000.00
Books for Babies	\$500.00
Eastern Panhandle Free Clinic	\$10,000.00
Eastern Panhandle Conservation District	\$5,000.00

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

- **REQUEST FOR EXCEPTION TO THE AGENDA POLICY MADE ON MAY 14, 2009**
- **1991 HOUSING DEAL BOND \$24,448.22**

Jennifer S. Maghan, County Clerk appeared before the Commission to request exception to the agenda policy adopted on May 14, 2009 to ensure purchase orders and accounts payable be approved in a timely manner to ensure prompt payment of invoices to avoid late charges.

Ms. Maghan reported on finance office policy and procedures.

The Commission agreed by consensus to follow the current policy for finances and expenditures

to ensure prompt payment of all invoices.

Ms. Maghan reported on the 1991 housing bond and provided a history of Mortgage Backed Bonds from the County Clerk’s Office. Leslie D. Smith, County Administrator provided a history of housing bonds.

Motion by Morgan, second by Manuel authorizing Leslie D. Smith, County Administrator to research and locate any documents or information concerning bonds for the County Clerk’s review. Motion carried.

Ms. Maghan reported on RAI Properties expenditures and requested approval of Purchase Order 46676 previously submitted to the Commission. The Commission agreed by consensus to send the contract from RAI Properties to legal counsel for review prior to approval of purchase order 46676.

Commissioner Noland requested clarification from Ms. Maghan regarding the collection of County Clerk’s fees with consideration to Senate Bill 528. Ms. Maghan reported on County Clerk policy and procedure for revenue collection.

Ms. Maghan requested reconsideration of her previous budget request in support of payroll expenses. Commissioner Morgan called for point of order with consideration to this matter previously being tabled until July 2009.

The Commission took a 5-minute break at 11:20 a.m.

IN RE: JEFFERSON COUNTY DEVELOPMENT AUTHORITY INTERVIEWS

Peggy Smith, Ann Paonessa, Linda Case, James Campbell, Gary Dungan, Terry Marcus, Lori Rea, George Holland and Leonard Hale appeared before the Commission for Development Authority interviews.

IN RE: APPOINTMENTS TO DEVELOPMENT AUTHORITY

Nomination by Noland to appoint Peggy Smith to the Jefferson County Development Authority as a municipal Representative for the City of Charles Town for one 3-year term ending April 2012.

Nomination by Morgan to appoint Ann Paonessa to the Jefferson County Development Authority as a municipal Representative for the City of Charles Town for one 3-year term ending April 2012.

	Noland	Widmyer	Manuel	Surkamp	Morgan
Peggy Smith	•		•		
Ann Paonessa		•		•	•

Ann Paonessa was appointed to the Jefferson County Development Authority as a municipal representative for the City of Charles Town for one 3-year term ending April 2012.

Nomination by Noland to appoint Peggy Smith to the Jefferson County Development Authority for one 3-year term ending April 2012.

Nomination by Morgan to appoint Linda Case to the Jefferson County Development Authority for one 3-year term ending April 2012.

Nomination by Widmyer to appoint James Campbell to the Jefferson County Development Authority for one 3-year term ending April 2012.

Nomination by Manuel to appoint Gary Duncan to the Jefferson County Development Authority for one 3-year term ending April 2012.

Nomination by Noland to appoint Terry Marcus to the Jefferson County Development Authority for one 3-year term ending April 2012.

Nomination by Noland to appoint Paul Espinosa to the Jefferson County Development Authority for one 3-year term ending April 2012.

Nomination by Morgan to appoint Lori Rea to the Jefferson County Development Authority for one 3-year term ending April 2012.

Nomination by Surkamp to appoint George Holland to the Jefferson County Development Authority for one 3-year term ending April 2012.

Nomination by Surkamp to appoint Leonard Hale to the Jefferson County Development Authority for one 3-year term ending April 2012.

	Noland	Widmyer	Manuel	Surkamp	Morgan
Lori Rea					•
Paul Espinosa	•		•		
Terry Marcus	•	•	•		
Gary Dungan	•		•		
James Campbell		•		•	•
Linda Case		•		•	•
Peggy Smith	•		•		
George Holland		•		•	•
Leonard Hale				•	

Terry Marcus was appointed to the Jefferson County Development Authority for one 3-year term ending April 2012.

James Campbell was appointed to the Jefferson County Development Authority for one 3-year term ending April 2012.

Linda Case was appointed to the Jefferson County Development Authority for one 3-year term ending April 2012.

George Holland was appointed to the Jefferson County Development Authority for one 3-year term ending April 2012.

IN RE: STEPHANIE GROVE - LEGAL UPDATE AND REPORT

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

Ms. Grove presented the Commission with the weekly to do list and reported on her review of the Rockwell Construction contract.

Ms. Grove reported on the PATH applications submitted.

Patience Wait and Keryn Newman were present. Ms. Newman requested the Commission authorize Mr. Todd Fagan, GIS/Addressing Coordinator to draft a map identifying the properties and land affected by PATH. The Commission agreed by consensus to have Leslie D. Smith, County Administrator instruct Mr. Fagan to draft a new map.

Ms. Wait and Ms. Newman reported various Citizen Intervention meetings held. The Commission discussed intervention strategies available to the public.

Ms. Newman presented the Commission with a document titled “Potomac-Appalachian Transmission Highline PATH Project – Code of Conduct for Right-of-Way Agents and Subcontractor Employees”. The Commission agreed by consensus to have the document posted on the county website for public review.

Motion by Morgan, second by Manuel to enter into Executive Session to discuss property

acquisition. Motion carried.

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

IN RE: PATH DISCUSSION/ACTION

This matter was discussed under agenda item: “Stephanie Grove – Legal Update and Report”.

IN RE: PATH - GIS IDENTIFY AFFECTED PROPERTIES ON NEW MAP

This matter was discussed under agenda item: “Stephanie Grove – Legal Update and Report”.

IN RE: PATH - LETTERS TO COUNTY COMMISSION OF OTHER AFFECTED COUNTIES IN WV

This matter was discussed under agenda item: “Stephanie Grove – Legal Update and Report”.

THE COMMISSION RECESSED FOR LUNCH AT 1:15 P.M.

THE COMMISSION RECONVENED AT 2:00 P.M.

IN RE: APPOINTMENT TO THE PLANNING COMMISSION

Leslie D. Smith, County Administrator reported on applicants interested in appointments to the Planning Commission.

The Commission authorized Ms. Smith to schedule interviews for all interested applicants in two weeks.

IN RE: FILE SCANNING POLICY

The Commission agreed to table this matter for one week.

IN RE: CAMERA SECURITY IN COUNTY BUILDINGS

Leslie D. Smith, County Administrator reported on diagrams available outlining the locations and specifications of camera security in County buildings.

The Commission agreed by consensus to table this matter for one week to receive layout plans showing locations of cameras and to receive copies of the county’s insurance policy on building coverage with a briefing by staff during an Executive Session.

IN RE: SCHEDULE STAFF BRIEFING RE COUNTY PROPERTY INSURANCE POLICY (JS)

This matter was discussed under agenda item: “Camera Security in County buildings”.

IN RE: STAFF BRIEFING ON SPECIFIC CAUSES AND SPECIFIC CORRECTIVE ACTIONS TAKEN RE DEFICIENCIES IN COUNTY DEPARTMENTS IN 2007 AUDIT REPORT

No new information was provided.

IN RE: DISCUSSION/ACTION - PLACING ZONING ORDINANCE ON THE BALLOT

The Commission agreed by consensus to hold this matter over in order to discuss it further with the new Planning Director.

IN RE: ENERGY EFFICIENCY COMMUNITY BLOCK GRANT OPTIONS DISCUSSION

Leslie D. Smith, County Administrator reported on the specifications of the Energy Efficiency Community Block Grant and discussed ongoing county and municipal projects and requested Commission direction with respect to promoting municipal participation in support of grant acquisition.

The Commission agreed by consensus to authorize Ms. Smith to invite municipalities to submit their energy grants with the County.

IN RE: BONDING AND INTEREST RATE OFFER - IMPACT FEE ACCOUNTS - BANK OF CHARLES TOWN
The Commission agreed by consensus to table this matter for one week.

IN RE: REQUEST STAFF TO PROVIDE AMENDMENT FOR AMENDING CURRENT ZONING ORDINANCE AND MAP TO INCLUDE URBAN GROWTH BOUNDARIES DEFINED IN SB 256

Stephanie Grove, Assistant Prosecuting Attorney was present and reported on her discussions with Planning Department Officials with regard to Commissioner Widmyer's request to provide amendments for the current Zoning Ordinance and map to include Urban Growth Boundaries as defined in Senate Bill 256.

It was agreed that this matter be taken up at the next Planning Commission meeting scheduled for May 26, 2009.

IN RE: REQUEST PERMISSION TO ALLOW WEST VIRGINIA RETIREMENT PLUS REPRESENTATIVE TO MEET WITH COUNTY EMPLOYEES FOR ENROLLMENT

Leslie D. Smith, County Administrator reported on the WV Retirement plus program offered by the WV State Treasurer's Office.

The Commission agreed by consensus to authorize a representative from the WV State Treasurer's Office to meet with County employees to discuss enrollment options for the WV Retirement plus program.

IN RE: CORRESPONDENCE FROM THE NATIONAL PARK SERVICE - REQUEST FOR USE OF COUNTY MEETING ROOMS FOR THE JOHN BROWN SUMMER INSTITUTE FOR TEACHERS

Leslie D. Smith, County Administrator reported on the request received from the National Park Service for use of the County meeting rooms for the John Brown Summer Institute for Teachers.

The Commission agreed by consensus to approve the request for use of the County meeting rooms for the John Brown Summer Institute for Teachers as requested by the National Park Service.

IN RE: REQUEST FOR AUTHORIZATION TO HIRE GIS INTERN FOR SUMMER 2009

Motion by Surkamp, second by Manuel to approve the authorization to hire a GIS Intern for summer 2009 in the Jefferson County GIS Office. Motion carried.

IN RE: REQUEST FOR APPROVAL OF EMPLOYMENT - ASHTYN B. WIMER - FULL-TIME DEPUTY CLERK IN THE CIRCUIT CLERK'S OFFICE

Motion by Surkamp, second by Noland to approve the employment of Ashtyn B. Wimer as full-time Deputy Clerk in the Circuit Clerk's office. Motion carried.

IN RE: P-CARD CONTRACT WITH WEST VIRGINIA STATE AUDITOR'S OFFICE

Leslie D. Smith, County Administrator reported on the specifications of the P-Card contract and the review and recommendations of legal counsel.

Motion by Manuel, second by Noland to approve and authorize the President to affix his signature upon the P-Card contract with the West Virginia State Auditor's Office. Motion carried.

IN RE: BRIM VS. RISK POOL

Leslie D. Smith, County Administrator reported on quotes received from BRIM and WV Corp and provided a history of services provided by BRIM.

The Commission agreed to place this matter on next week's agenda for presentation of quotes and discussion.

IN RE: 2010 CENSUS COMMITTEE - STATUS

The Commission agreed to discuss this matter with municipal officials during the upcoming Council of Governments meeting.

The Commission authorized Leslie D. Smith, County Administrator to place an advertisement for the proposed 2010 Census Committee.

IN RE: ATTACHED CORRESPONDENCE FROM REGION 7 WIB

Commissioner Morgan reported on the correspondence she received from T.J. VanMeter from Region 7 Workforce Investment Board and discussed programs being implemented by the Workforce Investment Board.

IN RE: RESOLUTION TO JEFFERSON CVB ASKING THAT THE TRAILER OFFICE AT HARPERS FERRY BE REMOVED BY AUGUST 1; THAT THE COUNTY WILL ASSIST IN A MANNER THAT DOES NOT IMPACT TAXPAYERS

Commissioner Surkamp agreed to withdraw this agenda item.

IN RE: CATF REFER TO AHA - CONSIDER LETTER OF SUPPORT FROM COMMISSION "IN THE CONTEXT OF OTHER APPLICANTS NEED"

Commissioner Surkamp agreed to withdraw this agenda item.

IN RE: COUNTY ADMINISTRATOR REPORTS

Leslie D. Smith, County Administrator distributed copies of the report detailing the proposed E911 fee increase.

Commissioner Surkamp reported on the E911 Committee meeting he attended.

The Commission agreed to place the proposed E911 fee increase on next week's agenda for further discussion and action.

IN RE: COUNTY COMMISSION REPORTS

Commissioner Noland reported on the Farmer's Market Committee meeting she attended.

Commissioner Noland reported on the Water Advisory Committee meeting she attended.

Commissioner Widmyer reported on the Harpers Ferry Historical District Foundation meeting she attended.

Commissioner Manuel reported on the Farmer's Market Committee meeting he attended.

Commissioner Manuel reported on the Council on Aging meeting he attended.

Commissioner Manuel reported on the Parks & Recreation Committee meeting he attended.

Commissioner Manuel reported on the Emergency Services Agency Committee meeting he attended.

Commissioner Manuel reported on the Eastern Panhandle Transportation Authority Committee meeting he attended.

Commissioner Widmyer reported on the Region 9 meeting she attended.

IN RE: COUNTY COMMISSION WORKSHOP - MARK SCHIAVONE - BEST & WORST BUDGET PRACTICES

Due to time restraints the Commission agreed by consensus to reschedule the workshop with Mr. Mark Schiavone.

The Commission received the following information:

The County Commission meeting will be held in the Old Charles Town Meeting Room for the May 21, 2009 regular meeting.

Reminder Courthouse is closed Monday, May 25, 2009 - Memorial Day.

Appointments to be made on July 2, 2009 to the Parks and Recreation Commission, Board of

Health, Summit Point Library Committee, Eastern Panhandle Regional Planning and Development Council and Potomac Headwaters RC&D Council.

Information received from Kirk Davis concerning the joint session of the Planning Commission and County Commission.

Correspondence received from Fish and Wildlife Service concerning the Refuge Revenue Sharing Act.

Information received from Sally Gran concerning AFLAC open enrollment.

Information received from Commissioner Widmyer concerning American Recovery and Reinvestment Act Funding through the Division of Highways.

Information received from Commissioner Widmyer concerning the Regional Long Range Transportation Plan.

Information received concerning PATH filing an application to seek authorization for new transmission line.

Resolution received from the Corporation of Harpers Ferry opposing construction of a gas station and mini mall at the entrance to Bolivar/Harpers Ferry.

Correspondence received concerning an on-site visit for a Homeland Security Grant.

Meeting agenda and minutes received from the Board of Health.

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

The Commission received the following Correspondence:

Correspondence received from John Urciolo concerning bottled spring water.

Correspondence received from John Urciolo concerning the Mountain Water System.

Correspondence received from John Provost concerning the fire on Wilt Road.

Correspondence received from Gil N. Garcia concerning the Planning Commission agenda.

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

DALE MANUEL, COMMISSION PRESIDENT