

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 in the Old Charles Town Library meeting room thereof on Tuesday, March 9, 2010 beginning at 1:00 o'clock p.m.

PRESENT: Lyn Widmyer, Commission President;
Patsy Noland, Frances Morgan, Dale Manuel; Commissioners

Commissioner James Surkamp was absent

In re: SPECIAL SESSION - BUDGET WORKSHOP

The Commission conducted a Special Session in order to meet with Department Heads to discuss Departmental budgets.

Barbara Miller, Department of Homeland Security and Emergency Management appeared before the Commission for a budget request and provided an overview of expenditures and grant fund utilization.

Commissioner Surkamp arrived at 1:10 p.m.

The Commission directed Mark Schiavone, Capital Planning and Management Director to draft a memorandum to Department Heads, Elected Officials and all outside agencies that are requesting funding advising them of a potential 5% decrease to their budgets.

Jeff Polczynski, Communications Director appeared before the Commission with a PowerPoint presentation detailing his Departments budget and expenditures.

Mr. Polczynski also submitted his Fiscal year 2011 Departmental work plan for Commission review. The Commission agreed to schedule a workshop with Mr. Polczynski at a later date to discuss his work plan further.

Todd Fagan, GIS Specialist appeared before the Commission for a budget request and to provide an overview of the GIS Department budget and expenditures.

Commissioner Manuel left at 2:00 p.m.

Mr. Polczynski expressed his concerns with Department budget cuts with consideration to his workforce and demands within the Jefferson County Emergency Communications Center.

Mr. Fagan reported on the Shepherd University Internship Program and Intern's utilized in the GIS Department.

Commissioner Morgan left at 2:25 p.m.

Bill Polk, Maintenance Director appeared before the Commission to provide an overview of the Maintenance Department budget and expenditures.

Mr. Polk reported on contracted services expenses and his workforce.

Mr. Polk also provided an overview of Animal Control's budget and reported on Department goals and objectives being implemented at the Animal Control facility.

Commissioner Morgan returned at 3:00 p.m.

The Commission took a 5-minute break at 3:00 p.m.

Jennifer Brockman, Department of Planning and Zoning Director appeared before the Commission to provide an overview of her Department's budget. Ms. Brockman provided a needs assessment report and discussed Departmental expenditures.

The budget workshop scheduled for Roger Goodwin, Chief County Engineer for 3:00 p.m. was rescheduled.

Mark Schiavone, Capital Planning and Management Director appeared before the Commission to provide an overview of his budget and to report on Fiscal Year 2011 budget projections and expenditures.

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

Lyn Widmyer , Commission President