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Minutes
Jefferson County Commission
Thursday, April 1, 2010

A meeting of the Jefferson County Commission was held on Thursday, March 25, 2010 at the Old Charles Town Library meeting room located at 200 E. Washington Street, Charles Town, WV 25414. The meeting was attended by Commission President Lyn Widmyer; Commissioner Dale Manuel; Commissioner Patsy Noland; Commissioner Frances Morgan; Tim Boyde, County Administrator and Tessa Yvonne Reed.

The Meeting was called to order at 9:30 a. m. by Commissioner Widmyer.

1. PLEDGE OF ALLEGIANCE
2. MOTION BY MS. MORGAN to approve the Minutes of the Budget Work Session held on Tuesday, March 10, 2010 at the Old Charles Town Library meeting room. Motion seconded by Ms. Noland and unanimously approved.
3. MOTION BY MS. MORGAN to approve the Minutes of the Budget Work Session held on Tuesday, March 16, 2010 at the Old Charles Town Library meeting room. Motion seconded by Ms. Noland and unanimously approved.
4. MOTION BY MS. Noland to approve the Minutes of the Regular Session held on Thursday, March 18, 2010 at the Old Charles Town Library meeting room. Motion seconded by Ms. Morgan and unanimously approved.
5. MOTION BY MR. MANUEL to approve the weekly Purchase Orders in the amount of \$21,195.74: 48066, 47628, 46796, 47929, 48125, 48126, 47864, 48306, 47146, 47780, 48209, 48210, 48065, 48303, 48304, 48305, 47955, 47956 and 48307. Motion seconded by Ms. Morgan and unanimously approved.
6. MOTION BY MS.MORGAN to approve the accounts payable in the amount of \$666,949.13. Motion seconded by Ms. Noland and unanimously approved.

7. PUBLIC COMMENT WAS MADE BY SHAWNA MOLINA. Ms. Molina expressed concerns with budgetary cuts for the Council on Aging.

Ms. Molina also reported on the new Jefferson Center Open House being held today and extended an open invite to the Commission.

8. TIM BOYDE, County Administrator reported that he would be presenting the County Clerk’s agenda items for the Commission’s review and consideration as Ms. Maghan was unable to attend.

Mr. Boyde reported on plumbing issues within the County Courthouse and commended the Maintenance Department from the City of Charles Town for their assistance. The Commission unanimously agreed to authorize Mr. Boyde to send a thank you letter to the City of Charles Town for their assistance.

9. MOTION BY MS. MORGAN to approve an exoneration due to erroneous valuation as presented by Angela Banks, Assessor. Motion seconded by Mr. Manuel and unanimously approved.

Name	District	Type	Ticket #	Amount
Detailed Destinations, LLC Michael L. Bohrer	Charles Town	Personal Property	301503	\$984.10

10. MR. MANUEL REPORTED that he attended the HEPMO meeting.

Mr. Manuel further reported on agenda item, “Information 14” and requested the Commission’s review.

Mr. Manuel further reported on the Jefferson Center Open House being held today.

11. MS. MORGAN REPORTED on her completion of NIMS courses and the FEMA certificates she received, her attendance at the Cherry Blossom Festivities in Washington, D.C. and the Planning Commission sub-committee meeting she attended.

12. MR. SURKAMP REPORTED he attended the Clarion Table-top Exercise on March 31, 2010.

13. MS. WIDMYER REPORTED she attended the County Trails meeting, the Region 9 Trail Blazer meeting, an event hosted by Meals on Wheels and the HEPMO meeting.

Ms. Widmyer requested Tim Boyde, County Administrator coordinate budget workshops for non-profit agencies.

14. MS. NOLAND REPORTED on the specifications of agenda item #19, correspondence received from Kanawha County concerning House Bill #4177 and reported on the status of House Bill #4177 and requested a letter of support be sent to the Senate by Jefferson County.

The Commission authorized Mr. Boyde, County Administrator to draft a letter to the Governor in support of House Bill #4177.

15. MOTION BY MORGAN to approve the Resolution of Participation and Cooperation for the Jefferson County Development Authority and the WV Certified Development Community program as presented by Tom Bayuzik, Development Authority Director. Motion seconded by Mr. Manuel and unanimously approved.

Mr. Bayuzik reported on ongoing projects, training and federal programs available through the Jefferson County Development Authority. Mr. Bayuzik also provided an update on the WES-PEP program and the Jefferson County Workforce program.

16. THE COMMISSION agreed on the following agenda items for the upcoming Roundtable meeting to be held on Wednesday, April 28, 2010 with area municipalities:

- Impact Fee Collections
- Status of the County Wide Land Coverage study with Jennifer Brockman, Director of Planning and Zoning
- Cooperative funding strategies for common agencies and organizations.

17. TIM BOYDE, County Administrator provided a report on Jennifer S. Maghan, County Clerk's agenda items for the Commission's review and consideration

Motion by Morgan to authorize the proposed amendment to the Irrevocable Standby Letter of Credit by Wachovia Bank as presented. Motion seconded by Mr. Manuel and unanimously approved.

Motion by Mr. Manuel to approve and authorize the Commission President's signature upon the authorization to release securities for pledges that exceeds that amount required to secure uninsured deposits for Jefferson County by BB&T Bank. Motion seconded by Ms. Morgan and unanimously approved.

The Commission took a 10 minute break at 10:27 a.m.

18. STEPHANIE GROVE, ASSISTANT PROSECUTING ATTORNEY distributed her to do list to the Commission. Ms. Grove reported that she has several contracts, County policies and leases currently under review, and the status of pending Board of Review and Equalization appeals.

JAMES CASIMIRO, ASSISTANT PROSECUTING ATTORNEY provided a status update on the rate case between Jefferson Utilities and the Public Service District. Mr. Casimiro also provided an update on the PATH Intervention case.

THE COMMISSION requested Mr. Boyde coordinate a time for Mr. Bailey, Esquire to appear before the Commission to provide a legal update on the County Clerk's lawsuit.

The Commission adjourned at 11:24 a.m.

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

LYN WIDMYER, COMMISSION PRESIDENT