

Minutes

Jefferson County Commission

Thursday, July 29, 2010

A meeting of the Jefferson County Commission was held on Thursday, July 29, 2010 at the Old Charles Town Library meeting room located at 200 E. Washington Street, Charles Town, WV 25414. Present were Lyn Widmyer, President, Commissioners Patsy Noland, Frances Morgan, Jim Surkamp and Dale Manuel, Tim Boyde, County Administrator and Debbie Stellato. (An audio tape of the July 29, 2010 meeting is available through the Jefferson County Commission Office.)

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

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

Jefferson County Commission Regular Meeting Minutes of July 22, 2010.

MS. MORGAN moved that the Minutes be accepted as presented. Ms. Noland seconded the motion. Discussion followed regarding the need for more information with regard to the fire/ambulance companies' strategic plan for FY2011 funds. The motion was then withdrawn and, by unanimous consent, a vote on approval of the July 22, 2010 Minutes was rolled over until next Thursday's meeting to allow time for the Commission to obtain additional information.

APPROVAL OF PURCHASE ORDERS

MOTION BY MS. MORGAN to approve Purchase Orders in the amount of \$12,389.15, being purchase order numbers 48763, 46799, 48482, 48646, 48756, 48195, 48758, 48759, 48760, 48764, 47393, 47394, 48754, 48761, 48762. Ms. Noland seconded and the motion was unanimously approved.

APPROVAL OF ACCOUNTS PAYABLE

MOTION BY MS. NOLAND to approve \$138,402.10 in accounts payable but had a procedural question. Mr. Surkamp seconded the motion. Ms. Noland questioned the correctness of the account used for payment of Item No. 402, Mr. Dorman, and Mr. Boyde offered to investigate. A vote was then taken and the Accounts Payable was approved subject to Mr. Boyde's review and determination of the correct account for payment of Item No. 402, Mr. Dorman.

PUBLIC COMMENT

No public comment was made.

COUNTY ADMINISTRATOR REPORTS

County Administrator Tim Boyle:

- (1) Received second proposal for short term disability insurance for staff employees. He reported that a memorandum was sent to all county employees with a side by side comparison of the present insurance and the proposed insurance. Mr. Boyle has met with some of the department heads and has more meetings scheduled in the future. He advised that Ed Slonaker and a representative from the Mt. State Blue Cross will present an overview to the Commission at next Thursday's meeting.
- (2) Mr. Boyle reported that he invited Amy Owens, Executive Director of the Eastern West Virginia Community Foundation, to speak to the Commission to give the Commission an opportunity to consider other ways to award funds to community and affiliate organizations.
- (3) Mr. Boyle commended the staff of Homeland Security and Emergency Management for doing such a great job during the recent storm. Ms. Widmyer, on behalf of the County Commission, voiced the Commission's appreciation for the professional manner in which problems created by Sunday's storm were handled by staff.

COUNTY COMMISSION REPORTS

Commissioner Morgan:

- (1) Reported that she attended the Planning Commission meeting.

Commissioner Surkamp:

- (1) Nothing to report this week.

Commissioner Widmyer:

- (1) Attended the summer picnic for residents of Blue Ridge Mountain.
- (2) Attended the Solid Waste Authority meeting.
- (3) Sent an email to Secretary of Commerce Kelli Goes reminding Ms. Goes that she had not received the promised application for the brownfields.

Commissioner Manuel:

- (1) On July 24, 2010 attended the Shannondale Blue Ridge Mountain picnic held at Blue Ridge Acres.
- (2) On July 26, 2010 attended the Charles Town Zoning Ordinance Public Hearing, where concerns were expressed about the appeals process and inconsistencies in the document.
- (3) On July 28, 2010 attended the Homeland Security Quarterly Meeting. The speaker was from Jefferson Memorial Hospital. Information on earthquakes and severe thunderstorms was offered.

Commissioner Noland:

(1) Attended the Homeland Security Quarterly Meeting.

PRESENTATIONS

(1) ASSESSOR ANGIE BANKS - EXONERATIONS

Name	District	Type	Ticket #	Amount
Sarah N. Fravel	Ranson	Real Estate	24484	\$1,403.00

Motion by Ms. Noland to approve exoneration for ticket number 24484 in the amount of \$1,403.00 due to an erroneous assessment as presented by Angela Banks, Assessor. Motion seconded by Mr. Manuel and unanimously approved.

Name	District	Type	Ticket #	Amount
Eileen Haggerty	Charles Town	Personal Property	302081	\$53.32

Motion by Ms. Morgan to approve exoneration for ticket number 302081 in the amount of \$53.32 due to an erroneous assessment as presented by Angela Banks, Assessor. Motion seconded by Mr. Manuel and unanimously approved.

Name	District	Type	Ticket #	Amount
Lynn B. Truslow	Shepherdstown	Personal Property	316551	\$73.66

Motion by Mr. Manuel to approve exoneration for ticket number 316551 in the amount of \$73.66 due to an erroneous assessment as presented by Angela Banks, Assessor. Motion seconded by Ms. Noland and unanimously approved.

Name	District	Type	Ticket #	Amount
Karen L. Davison	Shepherdstown	Personal Property	314960	\$53.32

Motion by Ms. Morgan to approve exoneration for ticket number 314960 in the amount of \$53.32 due to an erroneous assessment as presented by Angela Banks, Assessor. Motion seconded by Ms. Noland and unanimously approved.

(2) REBECCA BURNS, STANDING IN FOR ROGER GOODWIN, CHIEF COUNTY ENGINEER, appeared before the Commission to request the partial release from the \$279,975.87 construction bond security for W. A. Chester, LLC – HV Support.

Motion by Ms. Noland to reduce the amount of cash in escrow to \$185,017.00 from the \$279,975.87 construction bond for W.A. Chester, LLC – HV Support (File #S09-02). Motion seconded by Mr. Manuel and unanimously approved.

(3) CHARLES TOWN BAPTIST CHURCH – BUILDING PERMIT WAIVER

Motion by Mr. Manuel to approve the request to waive the building permit fee for a wheelchair ramp at the home of a wounded veteran. Motion seconded by Ms. Noland and unanimously approved.

(4) LEGISLATIVE ISSUES

Ms. Noland reported that Worker’s Compensation Insurance will continue to be carried by BRIM for firemen through June 2011.

(5) ANIMAL WELFARE SOCIETY – APPROVAL OF AGREEMENT, RESOLUTION AND CONTRACT:

Motion by Ms. Noland to authorize the President of the Jefferson County Commission to sign the Resolution awarding the Jefferson County Animal Welfare Society the amount of \$5,000.00. Motion seconded by Mr. Manuel and unanimously approved.

(6) EMPLOYEE INCOME PROTECTION PLAN

Motion by Mr. Manuel to authorize Staff to research the cost of an Income Protection Plan for county employees and present that data to the Commission at the August 19, 2010 unencumbered balance meeting. Motion seconded by Ms. Noland and unanimously approved.

(7) STATUS OF PUBLIC ACCESS TO PLANNING COMMISSION BUILDING

Tim Boyde presented Kirk Davis' drawings and information with regard to the installation of an elevator in the Planning Commission Building. Mr. Davis estimated the cost to install an elevator at about \$252,000.00. After discussion, the Commission directed that Mr. Davis continue to explore the possibility and cost of installing an elevator or a chairlift . Research for grant funding for this project was suggested.

The Commission took a short break at 10:25 a.m.
The Commission reconvened the meeting at 10:40 a.m.

(8) LEGAL UPDATE AND REPORT

STEPHANIE GROVE distributed her "To Do" list and presented the Commission with a brief legal update.

(9) PRESENTATION BY AMY E. OWEN, Executive Director, Eastern West Virginia Community Foundation

Prior to Ms. Owen's presentation Mr. Boyde gave a short overview of the Foundation and introduced Amy Owen to the Commissioners.

Ms. Owen explained the operation of the Foundation and offered options to the Commission for awarding funding to future community and affiliate organizations. The Commissioners expressed an interest in learning more about the Foundation, its members and affiliates.

There being no further business, Ms. Morgan made a motion to adjourn the meeting. Motion seconded by Ms. Noland and approved unanimously.

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

LYN WIDMYER, COMMISSION PRESIDENT