

Minutes
Jefferson County Commission
Thursday, December 6, 2012

A meeting of the Jefferson County Commission was held on Thursday, December 6, 2012 in the County Commission meeting room in the Old Charles Town Library located at 200 E. Washington Street, Charles Town, WV 25414. Present were Commissioners Patricia Noland, Lyn Widmyer, Dale Manuel, Frances Morgan and Walt Pellish. Also present were Debbie Keyser, County Administrator, Jimmy Eddie, Bailiff, Cynthia Schott, Temporary Administrative Assistant. (An audio tape of the December 6, 2012 meeting is available through the Jefferson County Commission Office.)

PLEDGE OF ALLEGIANCE

Commissioner Morgan led the Pledge of Allegiance.

APPROVAL OF MINUTES

Motion by Mr. Manuel to approve the minutes of the November 29, 2012 regular meeting with noted correction. Motion seconded by Ms. Morgan and unanimously approved.

APPROVAL OF PURCHASE ORDERS

Motion by Mr. Pellish to approve Purchase Orders in the amount of \$18,991.47 being P. O. Nos. 50284, 50289, 49996, 49997, 40000, 50286, 52128, 49796, 49801, 49819, 50204, 50285, 50287, 50288, 52085, 52086. Motion seconded by Mr. Manuel and unanimously approved.

APPROVAL OF ACCOUNTS PAYABLE

Motion by Mr. Manuel to approve the accounts payable for December 6, 2012 in the amount of \$374,848.66. Motion seconded by Ms. Morgan and unanimously approved.

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
068763	712	APCO INTERNATIONAL INC	49802	\$ 1,679.00	\$ -	\$ 1,679.00
068764	425	ABH SERVICES, INC.		\$ -	\$ 13,990.00	\$ 13,990.00
068765	716	ALPHA TECH PET	51163	\$ 181.02	\$ -	\$ 181.02
068765	716	ALPHA TECH PET	51169	\$ 982.50	\$ -	\$ 982.50
068766	412	BARDANE PUBLIC HEALTH CT		\$ -	\$ 383.00	\$ 383.00
068767	701	BATTERY MART	49664	\$ 267.88	\$ -	\$ 267.88
068768	425	B-K OFFICE SUPPLY INC	50211	\$ 515.25	\$ -	\$ 515.25
068769	424	SUSAN L. BUCK PH.D	50212	\$ 2,676.00	\$ -	\$ 2,676.00
068770	PAYROLL	BUREAU F/CHILD SUPPORT		\$ -	\$ 49.85	\$ 49.85
068771	PAYROLL	BUREAU F/CHILD SPVRT ENF		\$ -	\$ 212.31	\$ 212.31
068772	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 461.54	\$ 461.54
068773	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 23.08	\$ 23.08
068774	413	CASTO & HARRIS INC	49995	\$ 25,961.61	\$ -	\$ 25,961.61

068775	424	CHARLES TOWN UTILITY BRD		\$ -	\$ 67.20	\$ 67.20
068775	425	CHARLES TOWN UTILITY BRD		\$ -	\$ 779.49	\$ 779.49
068776	402	CLERK OF CO. COMMISSION	49998	\$ 17.94	\$ -	\$ 17.94
068777	425	OLD CHARLES TOWN LIBRARY		\$ -	\$ 1,500.00	\$ 1,500.00
068778	413	CHARLES TOWN COPYING SRV	49994	\$ 432.72	\$ -	\$ 432.72
068779	PAYROLL	CHILD SUPPORT ENFORCE AG		\$ -	\$ 27.69	\$ 27.69
068780	425	DAYCON	50217	\$ 454.14	\$ -	\$ 454.14
068781	PAYROLL	DIVERSIFIED COLLECTION		\$ -	\$ 154.83	\$ 154.83
068782	PAYROLL	DELTA DENTAL OF WV		\$ -	\$,611.84	\$ 5,611.84
068783	424	J.C.EHRLICH		\$ -	\$ 34.00	\$ 34.00
068783	425	J.C.EHRLICH		\$ -	\$ 609.82	\$ 609.82
068784	PAYROLL	GUARDIAN - APPLETON		\$ -	\$ 1,669.35	\$ 1,669.35
068784	PAYROLL	GUARDIAN - APPLETON		\$ -	\$ 1,917.03	\$ 1,917.03
068785	711	HIRERIGHT	50004	\$ 124.65	\$ -	\$ 124.65
068785	401	HIRERIGHT		\$ -	\$ 26.30	\$ 26.30
068786	401	RICOH USA, INC		\$ -	\$ 51.51	\$ 51.51
068786	403	RICOH USA, INC		\$ -	\$ 58.14	\$ 58.14
068786	404	RICOH USA, INC		\$ -	\$ 29.07	\$ 29.07
068786	405	RICOH USA, INC		\$ -	\$ 97.08	\$ 97.08
068786	406	RICOH USA, INC		\$ -	\$ 29.07	\$ 29.07
068786	425	RICOH USA, INC		\$ -	\$ 29.85	\$ 29.85
068786	433	RICOH USA, INC		\$ -	\$ 30.96	\$ 30.96
068786	440	RICOH USA, INC		\$ -	\$ 38.21	\$ 38.21
068786	700	RICOH USA, INC		\$ -	\$ 58.14	\$ 58.14
068786	712	RICOH USA, INC		\$ -	\$ 45.04	\$ 45.04
068787	PAYROLL	ING NATIONAL TRUST		\$ -	\$ 1,685.00	\$ 1,685.00
068788	700	JEFF CO DEPUTY SHERIFF'S	50111	\$ 1,200.00	\$ -	\$ 1,200.00
068789	700	JEFFERSON CO HEALTH DEPT	49661	\$ 300.00	\$ -	\$ 300.00
068790	424	THE JOURNAL	50208	\$ 84.81	\$ -	\$ 84.81
068791	425	JEFFERSON COUNTY SOLID	53045	\$ 46.61	\$ -	\$ 46.61
068792	451	JEFFERSON CO PLANNING &		\$ -	\$ 1,262.21	\$ 1,262.21
068793	PAYROLL	JEFFERSON SECURITY BANK		\$ -	\$ 4,668.00	\$ 4,668.00
068793	PAYROLL	JEFFERSON SECURITY BANK		\$ -	\$ 40.00	\$ 40.00
068794	717	JASPER ENGINE&TRANSMISSN	50210	\$ 1,799.00	\$ -	\$ 1,799.00
068795	700	KUSTOM SIGNALS, INC	49660	\$ 105.00	\$ -	\$ 105.00
068796	716	LES LAUNDRY	49656	\$ 1,755.25	\$ -	\$ 1,755.25
068797	PAYROLL	HIGHMARK WV		\$ -	\$ 167,486.76	\$ 167,486.76
068798	ALLOC	MEALS ON WHEELS OF		\$ -	\$ 5,000.00	\$ 5,000.00
068799	700	MP&B MORGANTOWN PRINTING	49662	\$ 385.00	\$ -	\$ 385.00
068800	412	SHAY MCNEIL		\$ -	\$ 81.00	\$ 81.00
068800	412	SHAY MCNEIL		\$ -	\$ 298.48	\$ 298.48

068801	PAYROLL	HELEN M. MORRIS, TRUSTEE		\$ -	\$ 150.00	\$ 150.00
068802	PAYROLL	NATIONWIDE RETIREMENT		\$ -	\$ 774.00	\$ 774.00
068803	712	NAEMD	49816	\$ 50.00	\$ -	\$ 50.00
068804	716	NORTON EMBROIDERY INC	51172	\$ 450.80	\$ -	\$ 450.80
068805	402	PIFER OFFICE SUPPLY, INC	49991	\$ 121.90	\$ -	\$ 121.90
068806	700	FORENSIC PSYCHOLOGY CNTR	49667	\$ 750.00	\$ -	\$ 750.00
068807	424	POTOMAC EDISON/OH		\$ -	\$ 1,707.14	\$ 1,707.14
068807	425	POTOMAC EDISON/OH		\$ -	\$ 12,011.80	\$ 12,011.80
068808	701	ROCIC	49669	\$ 300.00	\$ -	\$ 300.00
068809	425	RCS SECURITY		\$ -	\$ 174.00	\$ 174.00
068810	402	RECORD MANAGEMENT SOLUTN	49696	\$ 35.00	\$ -	\$ 35.00
068810	403	RECORD MANAGEMENT SOLUTN	49887	\$ 30.00	\$ -	\$ 30.00
068811	PAYROLL	RETIREE HLTH BENEFIT TRS		\$ -	\$ 6,300.00	\$ 6,300.00
068812	701	SOFTWARE SYSTEMS, INC	49655	\$ 879.86	\$ -	\$ 879.86
068813	700	SUPERIOR AUTO BODY	49670	\$ 1,174.22	\$ -	\$ 1,174.22
068814	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 9,976.10	\$ 9,976.10
068814	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 85.26	\$ 85.26
068814	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 23.78	\$ 23.78
068814	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 35,776.58	\$ 35,776.58
068814	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 118.84	\$ 118.84
068814	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 41,049.45	\$ 41,049.45
068815	402	STAPLES CREDIT PLAN		\$ -	\$ 150.74	\$ 150.74
068815	700	STAPLES CREDIT PLAN		\$ -	\$ 904.51	\$ 904.51
068815	711	STAPLES CREDIT PLAN		\$ -	\$ 59.98	\$ 59.98
068815	712	STAPLES CREDIT PLAN		\$ -	\$ 601.32	\$ 601.32
068816	700	WALTER F STEPHENS, JR IN	49672	\$ 133.40	\$ -	\$ 133.40
068817	425	SPECTRUM FIRE PROTECTION	50219	\$ 200.00	\$ -	\$ 200.00
068818	425	CAPITAL TRISTATE	50162	\$ 1,914.45	\$ -	\$ 1,914.45
068819	700	TOTAL ID SOLUTIONS	49657	\$ 890.00	\$ -	\$ 890.00
068820	700	TELTRONIC	49663	\$ 450.00	\$ -	\$ 450.00
068820	712	TELTRONIC	49818	\$ 3,942.20	\$ -	\$ 3,942.20
068821	424	TRENARY SERVICE CO	50215	\$ 208.50	\$ -	\$ 208.50
068822	700	TEES	49665	\$ 825.00	\$ -	\$ 825.00
068823	PAYROLL	UNICARE EAP		\$ -	\$ 322.20	\$ 322.20
068824	700	VITAL SIGNS	49658	\$ 1,425.00	\$ -	\$ 1,425.00
068825	716	VALLEY PET CEMETERY	51165	\$ 353.98	\$ -	\$ 353.98
068826	425	WM OF WEST VIRGINIA, INC		\$ -	\$ 670.85	\$ 670.85
068826	716	WM OF WEST VIRGINIA, INC		\$ -	\$ 95.66	\$ 95.66
068827	716	WV BOARD VETERINARY MED	51170	\$ 150.00	\$ -	\$ 150.00
068828	424	WINCHESTER SECURITY LLC	50214	\$ 230.00	\$ -	\$ 230.00
068829	402	XEROX CORPORATION	49705	\$ 1,384.20	\$ -	\$ 1,384.20

068829	439	XEROX CORPORATION	49952	\$ 523.71	\$ -	\$ 523.71
TOTAL						\$ 374,848.66
TOTAL				\$ 55,390.60	\$ 319,458.06	\$ 374,848.66

Ms. Morgan requested that the Purchase Card (P Card) rebated amount be added to the Accounts Payable on a quarterly basis so the Commission can review the savings.

PUBLIC COMMENT:

- Eleanor Finn - spoke regarding Construction Bond Release, Homeowner Associations and Developers.
- David Tabb – shared his opinions regarding Flood Plain issues and office space availability for the Jefferson County Commission.

PRESENTATIONS:

1. Robert Shirley, Sheriff - Request to hire Special Deputy/Trip Guard as part of a funded position. Glen Kincaid, if hired, would join a list of other like officers and called upon as needed.
 - **Motion by Mr. Manuel to approve the hire of Glen Kincaid as a Special Deputy/Trip Guard. Motion seconded by Mr. Pellish and unanimously approved.**

UNFINISHED BUSINESS:

2. Discussion in regards to the continued interest of the Commission for an appointed member to the Eastern Regional Airport Authority. Based on §8-29-4 the County shall have one vote for each \$5,000 contributed to the authority and number of votes shall be determined at the end of each fiscal year and such determination shall govern for the ensuing fiscal year.
 - **The consensus of the Commission was to appointment a member to the Airport Authority as quickly as possible. Although three (3) letters of interest have been submitted, the Commission felt it was important to advertize the position. Appointment to the Airport Authority will be put on the agenda in two weeks with the intent of filling the position.**

NEW BUSINESS:

3. Beverly Reinhart requested use of the County Commission meeting room on December 10th, 11th and 12th from 9 am till 4 pm for a Due Process Hearing by the Jefferson County Schools.
 - **Motion by Mr. Manuel to allow the Jefferson County Schools to use the County Commission meeting room on December 10th, 11th and 12th from 9 am till 4 pm for a Due Process Hearing.**

Motion seconded by Ms. Widmyer and unanimously approved.

4. Approval of Employment of Cynthia Schott as Administrative Assistant for the Jefferson County Commission office effective December 10, 2012.
 - **Motion by Mr. Pellish to approve the hiring of Cynthia Schott as Administrative Assistant for the Jefferson County Commission with a pay raise in 90 days. Motion seconded by Ms. Widmyer and unanimously approved.**

COUNTY ADMINISTRATOR REPORTS

- Ms. Keyser reported that the Nichelle Hosby, Executive Administrative Assistant, recorded presentations from local non-profit organizations. Each organization had the opportunity to speak and educate the public about their mission. This will be aired on the cable channel for the next six months, as well as the Jefferson County Commission Website. Agencies which were not able to attend will be given another opportunity to record their non-profits. Ms. Widmyer requests a deadline for Community Grant submissions. Mr. Manuel would like to have letters mailed out to all the agencies.
- Ms. Widmyer requested a list of all the meetings that the County Commission sponsored and held in 2012.
- Three (3) vendors responded to the RFP for an IT Director. Ms. Keyser will make her recommendation at the December 20, 2012 County Commission Meeting. Mr. Pellish requested a copy of the RFP if they could be distributed electronically.
- Ms. Hosby has located wireless speakers for \$150 which is compatible with the existing sound system.
- OSHA & Safety Training was completed on Wednesday, December 5, 2012. There were 23 attendees.
- Ms. Keyser thanked the Commissioners for their contributions and willingness to cook breakfast on December 20, 2012 for the Employee Holiday Breakfast. The breakfast will take place at 7:45 at the maintenance building.
- JCESA has allocated \$26,000 toward the EMS Fee. They would like to spend \$14,000 of their money to have SSI come in and work with Marty Freeman. They will be going through the land and tax records to try to determine the most effective way to implement an emergency fee. They will be working in the basement of the Hunter House as they will need to use the AS400. They may need additional funding from the Commission above the \$26,000 for software should the County decide to continue this project.

PRESENTATIONS (continued)

5. Roger Goodwin, Department of Engineering.
 - a. Complete release of the Construction Bond security for Middleway Volunteer Fire Company, Inc. (File #S11-06), Letter of Credit #314 with the Bank of Charles Town, West Virginia.
 - **Motion by Ms. Widmyer to authorize a complete release of the remaining \$433, 664.00**

**Construction Bond amount for Middleway Volunteer Fire Company, Inc. (File #S12-06).
Motion seconded by Mr. Manuel and unanimously approved.**

- b. Partial release of the Construction Bond security for Automated Merchandising Systems, Inc. – AMS Building Expansion (File #S12-05), Cash-in-Escrow with United Bank, Charles Town, West Virginia.
- **Motion by Mr. Pellish to authorize a partial release of \$141,592.00 from the Construction Bond amount for Automated Merchandising Systems, Inc. – AMS Building Expansion (File #S12-05). Motion seconded by Mr. Manuel and unanimously approved.**
- c. Authorization of Staff to call any Letter of Credit that is due that has not been renewed by the close of business on Monday, January 7, 2012. If any Letter of Credit is called, the County Commission is informed of the action.
- **Motion by Mr. Manuel to authorize staff to call any Letter of Credit that is due and has not been renewed by the close of business on Monday, January 7, 2012. Motion seconded by Ms. Widmyer and unanimously approved.**

Discussion ensued regarding Releasing of Bonds and communications with HOA's Mr. Goodwin assured the Commission that if an HOA has any issues, which are within our purview, these issues are resolved before the bond is released. Mr. Pellish wanted to clarify that the County is not an enforcement arm of HOAs. We can at best facilitate communication between Developers and HOAs.

FINANCIAL DIRECTOR

6. Paul Shroyer, Budget Revision and Budget Analysis.
- Budget Revision – Internal Budget Revision #107. Request by County Clerk for reallocation of current budget, no additional funding required.
 - Motion by Ms. Widmyer to approves Budget Revision #107 in the amount of 3,150.00 moving funds from the County Clerk's office Maintenance & Repair-Equipment to Building & Equipment Rents. Motion seconded by Mr. Manuel and unanimously approved.
 - Budget Analysis for General County Fund for the month ending October 31, 2012 for the Fiscal year ending June 30, 2013.
 - It was the consensus of the Commission to postpone this item until the December 20, 2012 meeting.

COUNTY COMMISSIONER REPORTS:

Commissioner Manuel:

- ❖ Attended the Community Choir Performance at Washington High School National Honor Society. Proceeds were donated to the Coat Fund and Meals on Wheels.
- ❖ Attended the Eastern Panhandle Legislative Summit at the Blue Ridge Community and Technical College.
- ❖ ESA Special Meeting to discuss possible Budget Cuts.
 - Shared with the Commissioners that there is a problem at the intersection of the new Rt. 9 and 115 at the top of the Blue Ridge, it has been added to the December 20th agenda. Ms. Widmyer shared that Cattail Rd and Rt. 9 is also an issue she would like to look at. Mr. Manuel suggested that the Commission hold a “Road Summit” inviting the DOH to come and look at some of our road issues the first of the year.

Commissioner Morgan:

- ❖ Attended a lecture at the Shepherd University Byrd Center given by Professor Staley on the History of Shepherdstown.
- ❖ Attended a presentation of the Middleway Conservancy Record Preservation and the GEO Explorer Project.
- ❖ Attended the Charles Town /Ranson Christmas Parade.

- ❖ Attended the Legislative Priorities Meeting for the Eastern Panhandle.

- ❖ Attended the Bolivar Town Council Meeting where Elizabeth Blake was honored for all the years she had attended Bolivar Town Council Meetings.
- ❖ Attended Farmland Protection Informational Meeting at NCTC.

Commissioner Noland:

- ❖ Attended the Charles Town/Ranson Parade.

- ❖ Attended the presentation at the Development Authority by a Site Selection Professional.

- ❖ Attended a meeting with the Affordable Housing Committee.

Commissioner Pellish:

- ❖ Played “A Jolly ol’ Elf” at the Shepherd University Friends of Music event.
- ❖ Attended a presentation at the Development Authority by a Site Selection Professional.

Commissioner Widmyer:

- ❖ Attended the Shepherdstown Christmas Parade.

- ❖ Attended the Legislative Priorities Meeting for the Eastern Panhandle.

- ❖ Attended the presentation at the Development Authority by a Site Selection Professional.

7. The Commission took a break 10:27

The Commission reconvened at 10:30

8. Stephanie Grove, Assistant Prosecuting Attorney.
 - Discussion of settlement negotiations in Public Service District Case (PSD) #12-0513.
 - Discussion on the continuing negotiations of the Briel/Liberty Building.
 - Motion by Mr. Manuel to enter in Executive Session regarding a personnel matter pursuant to §6-9A-4, and to discuss property acquisition in accordance with WV Code §6-9A-4(9), to consider matters involving or affecting the purchase, sale or lease of property, in regard to 201 N. George Street , Charles Town, WV. Motion seconded by Mr. Pellish and unanimously approved.
 - Motion by Mr. Manuel to conclude the Executive Session and reconvene the regular meeting of the County Commission. Motion seconded by Mr. Pellish and unanimously approved.
 - a. No action was taken regarding 8a, PSD #12-0513.
 - b. Motion by Mr. Pellish to authorize our County Administrator to proceed with negotiations with regard to the Briel /Liberty Building as discussed in Executive Session. Motion seconded by Mr. Manuel and passes on a vote of 4-1 with Ms. Morgan opposing.

PUBLIC HEARING ON FY13HOME PROGRAM – 11AM

9. Patricia McMillan, City of Martinsburg HOME Administrator. Ms. McMillan is requesting the Commission to approve Resolution renewing its participation in the Eastern panhandle HOME Consortium of West Virginia for FY 2013-2014. Ms. McMillan provided an overview of the HOME Consortium program and the program outcomes for the Eastern Panhandle HOME Consortium over the past five (5) years. Ms. McMillan requested public comment on the use of the FY 2013 HOME funds in Jefferson County.

Ms. McMillan, HOME Administrator restated this was a Public Hearing seeking public comment and input and to notify the public that it is the intention of the City of Martinsburg, as the lead entity for the HOME Consortium, to apply for FY 2013 HOME Investment Partnership Funding. This would be an opportunity for the public to bring up the specific housing needs of Jefferson County and how they think the HOME funds could best address those needs.

PUBLIC COMMENTS

1. Annette van Hilst

- a. **Motion by Mr. Manuel to approve the Resolution renewing participation in the Eastern Panhandle HOME Consortium of West Virginia for the FY 2013-2014. Motion seconded by Mr. Pellish and unanimously approved.**

RESOLUTION

A RESOLUTION OF THE County Commission OF Jefferson County, West Virginia AUTHORIZING PARTICIPATION IN THE EASTERN PANHANDLE HOME CONSORTIUM OF WEST VIRGINIA FOR THE PERIOD OF JULY 1, 2013 TO JUNE 30, 2014.

WHEREAS, TITLE II of the National Affordable Housing Act of 1990 provides for the creation of the HOME Investment Partnership Program (hereinafter referred to as "HOME"); and

WHEREAS, the HOME regulations promulgated by the U.S. Department of Housing and Urban Development (HUD) under 24 CFR Part 92 authorizes units of general local government to enter into Housing Consortium Cooperation Agreements; and

WHEREAS, there is a need throughout the Eastern Panhandle of West Virginia to provide affordable housing for the low and moderate income residents; and

WHEREAS, the City of Martinsburg, County of Berkeley, Town of Hedgesville, County of Jefferson, City of Charles Town, City of Ranson, City of Shepherdstown, Town of Bolivar, Town of Harpers Ferry, County of Morgan, Town of Paw Paw, Town of Bath West Virginia, have formed a Consortium that has been designated as a Participating Jurisdiction under the HOME Program, thereby entitling the Consortium to seek annual funding; and

WHEREAS, the Jefferson County Commission entered into a three (3) year Housing Consortium Cooperation Agreement with an annual renewal clause for participation in the HOME Consortium for the Eastern Panhandle; and

WHEREAS, the U.S. Department of Housing and Urban Development is expected to award the HOME Consortium of the Eastern Panhandle a HOME grant upon request and consideration for Fiscal Year 2013-2014; and

WHEREAS, the Jefferson County Commission recognizes the need to obtain funding for affordable housing and has identified the HOME Program as a source of funds to meet this need.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COMMISSION OF JEFFERSON COUNTY THAT:

1. Jefferson County will cooperate with the City of Martinsburg, County of Berkeley, Town of Hedgesville, City of Charles Town, City of Ranson, City of Shepherdstown, Town of Bolivar, Town of Harpers Ferry, County of Morgan, Town of Paw Paw, Town of Bath West Virginia, in a Consortium for participation in the HOME Program; and
2. The President of the Jefferson County Commission is hereby authorized to enter into a one-year Cooperation Agreement for the period of July 1, 2013 to June 30, 2014 with the other members which form the Eastern Panhandle HOME Consortium of West Virginia; and
3. A copy of this resolution is to be submitted in the request to US. Department of Housing and Urban Development to approve funding of the Eastern Panhandle HOME Consortium of West Virginia for the above Fiscal Year 2013 HOME Investment Partnership Program.

Adopted this 6th day of December, 2012.

BY:

President, Jefferson County Commission

ATTEST

Jennifer S. Maghan, County Clerk

- Although there was no action to be taken on agenda item 8a, discussion of settlement negotiations in Public Service District Case (PSD) #12-0513, a concerned citizen, Ms. Heidi Parker was allowed to comment.

There being no further business, the meeting was adjourned at 11:24 on a motion by Ms. Morgan and seconded by Mr. Manuel. Motion unanimously approved.

PATRICIA A. NOLAND, PRESIDENT

