

**AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, AUGUST 19, 2010
9:30 A.M.**

Old Charles Town Library Meeting Room
200 E. Washington Street, Charles Town, WV

CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

APPROVAL OF PURCHASE ORDERS

APPROVAL OF ACCOUNTS PAYABLE

PUBLIC COMMENT

COUNTY ADMINISTRATOR REPORTS

- Personnel Policy
- Issues Resolution

UNFINISHED BUSINESS:

1. Decision on the Proposed Amendments to the Jefferson County Subdivision and Land Development Regulations - Discussion/Action
2. I move that one million dollars or fifty percent of the unencumbered balance, whichever is smaller, be allocated into the Capital Savings Account. Further, that for this calculation the final unencumbered balance be considered after the capital outlay funds and the 70,000 voted to be reallocated to volunteer fire companies be subtracted (DM)

PRESENTATIONS:

3. 10:30 a.m. Angie Banks, Assessor
 - Exonerations
 - Budget Discussion

4. 10:45 a.m. Budget Discussion
 - Overview of the unencumbered funds
 - Allocation to Capital Savings Account
 - Allocation for General Wage Increase
 - Discuss holding a work session on September 1, 2010 at 1:00 p.m.
 - I move that staff research the cost of an income protection plan for county employees, and present that data
 - I move that 100,000 dollars of the unencumbered balance be dedicated to historic preservation. Further, that 60,000 dollars of that allocation be dedicated to the Public Potomac Street Project in Harpers Ferry (DM) - Discussion/Action
 - I move that 50,000 dollars be allocated to the Jefferson Center for capital equipment purchases (DM) - Discussion/Action
 - I move that the Commission allocate 500,000 dollars to be used for salary equity and salary increases for our county employees (DM) - Discussion/Action

5. 11:45 a.m. Jennifer S. Maghan - County Clerk's Report

6. 12:00 p.m. Legal Update and Report - (Stephanie Grove)
 - Annexation Ordinance, Certificate and Order for WVA 340 Limited Partnership - Discussion/Action

7. 12:15 p.m. Jennifer Brockman, Director of Planning and Zoning
 - Approval and Signing of Urban Tree Canopy Grant sponsored by the WV Division of Forestry - Chesapeake Bay community Grants

NEW BUSINESS:

8. Elwood & Juliet Breeden - Request for Refund of Building Permit Fee - Discussion/Action

9. I move that the director and the necessary department heads begin work on a five year budget plan in an effort to scope out our future needs and our ability to finance them (DM) - Discussion/Action

Break for Lunch

~~~~~ AFTERNOON SESSION ~~~~~

10. 2:00 p.m. Delegates
  - Legislative Update
  - Presentation of Grants
  
11. 3:00 p.m. Brownfields Development District for Old Standard Quarry Discussion



## COUNTY COMMISSION REPORTS

### CORRESPONDENCE:

Correspondence received from Sherie Main concerning the PSD sewer project.

Newsletter received from the West Virginia State Historic Preservation Office.

Notice received from the Eastern Panhandle Conservation District concerning the Elks Run Watershed Water Quality Improvement Project.

### ELECTION ANNOUNCEMENTS:

Time line for the August 28<sup>th</sup>, 2010 special election received:

- Canvass - August 31, 2010, at 9:00 a.m.
- Canvass must be completed by 4:00 p.m. Wednesday, September 1, 2010.
- Certification of Results (If a recount is not requested) as close as possible but after 4:00 Thursday, September 2, 2010

Clarification of Canvass and Certification procedures received from the Secretary of States office.

### ANNOUNCEMENTS:

The County Commission meeting scheduled for August 26, 2010 has been cancelled.

The County Commission is sponsoring two meetings on the Old Standard Quarry Brownfield Development proposal, the first on August 16, 2010 2:00 p.m. - 5:00 p.m. is a open house public information meeting and the second on August 19, 2010 at 2:00 p.m. to discuss the concern and comments from the open house with legislators.

Notice received of the Power of Ten Summit on September 13-15, 2010.

Notice received of the Great Valley Water Resources Science Forum on September 15-17, 2010.

### RECESS

*At all times the County Commission reserves the right to rearrange agenda times because of time constraints and to accommodate the Commission schedule or the public.*

*We are in the process of upgrading the webcam system. While we do, live webcam broadcasts will be temporary unavailable; webcam broadcasts of the County Commission meeting will be available the day after County Commission meetings. We apologize for the inconvenience.*