

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, SEPTEMBER 2, 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 - August 19, 2010 and include the following motion:

Main motion by Mr. Manuel to approve a drawdown of all the dollars from the insurance accounts and move that money over to a separate account to finance the two and a half percent increases. Motion seconded by Ms. Noland and passed 3-2.

APPROVAL OF PURCHASE ORDERS

APPROVAL OF ACCOUNTS PAYABLE

PUBLIC COMMENT

COUNTY ADMINISTRATOR REPORTS

COUNTY COMMISSION REPORTS

PRESENTATIONS:

1. **10:00 a.m. Arts & Humanities Alliance**
 - **Stephen Skinner & Paul Pritchard - Application for 2011 WV Certified Arts Community Application - Discussion/Action**
 - **T. Nicole Saunders-Meske - Annual Report and Funding Request - Discussion/Action**

2. **10:20 a.m. Laura Rattenni, Circuit Clerk - Recent Employee 2.5% Raise - Discussion/Action**

3. **10:30 a.m. Noventri - Cable Station Creation - PowerPoint Presentation - Discussion/Action**
 - **Charlotte Hernandez-Velez, IT Specialist - Recommendation for Cable Channel and Intern Position to Support Cable Channel**

4. 10:45 a.m. Thomas Bayuzik, Executive Director - Development Authority
 - Requesting the Commission consider an Impact Fee/Fees Committee including M. Dyck, A. Paonessa, Dave Mills, JCDA Staff
 - Provide Update on Heritage and Culture Activities
 - Request Funding Assistance Regarding Table Game Proceeds to Help Jump Start Revolving Loan Fund
5. 11:15 a.m. Kirk Davis, Capital Projects Manager - Update on Cement Mill Property - Shepherdstown Battlefield (Blount Property)
6. 11:30 a.m. Interviews and Appointments
 - Farmland Protection Board
7. 11:40 a.m. Appointments to the Enhanced 911 Board
8. 11:45 a.m. Legal Update and Report - (Stephanie Grove)
9. 12:00 p.m. Jennifer S. Maghan - County Clerk's Report

NEW BUSINESS:

10. Legislative Issues
11. Water Advisory Committee - Proposal to Form a Watershed Association and Scheduling of a Workshop to Facilitate Interest in the Proposed Association (PN)
12. Jefferson County Emergency Services Agency - Funding Request
13. Resolution to Recognize Friday, September 10, 2010 as the 10th Anniversary of the Jefferson County Black History Preservation Society
14. Salary Equity and the Impact of a Percentage Increase on Employee's Experiencing than Inequity - Discussion/Action (DM)
15. Allocation of Table Games Revenues that were Reinstated - Discussion/Action (DM)
16. Reinstate employment of James Hayden as Public Safety Dispatcher II, Communications

Break for Lunch

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

17. 2:00 p.m. Bonding Policy Decision - Discussion/Action

18. 2:30 p.m. Budget Work Session

- As part of the budget discussion on September 2, I would like to make the following recommendations: (LW)

\$100,000 - \$150,000 to JCDA for a partnership with Shepherd U and local banks to create jobs. Funds would be used to create a revolving fund that would help local businesses to expand or help local entrepreneurs form a start up company. JCDA has indicated their commitment to provide funds and banks should also contribute.

Distribution of this money to JCDA would occur after a detailed program and implementation strategy are presented to the County Commission by JCDA.

\$20,000 local match for \$100,000 US 340 traffic management plan. The US 340 plan is a high priority of HEPMO and has received strong support from DOH staff and our state delegation.

\$10,000 to So. Jefferson Library –Other libraries in the county have municipal partners; South Jefferson Library does not so extra funding should be given to this important center of community life.

\$250,000 for elevator for Mason Building. Two county departments that receive a lot of public interest and interaction (planning department and GIS) are on the second floor and there is no elevator.

\$50,000 for electronics recycling event (grant may lower or eliminate the need for this amount). This event, sponsored by WAC and held for the first time this year, was extremely popular and citizens have asked it be repeated.

19. 4:05 p.m. Certification of Election Results

CORRESPONDENCE:

Staff memo received from the Public Service Commission concerning the JUI surcharge funds.

Letter of resignation received from Kellie Boles as the Agricultural Development Officer.

Letter of resignation received from Stephen Alemar as a member of the Planning Commission.

Fiduciary Commissioner's Report received for the Estate of Enid W. Strider.

Correspondence received from Don Burgess concerning the Harpers Ferry Potomac Street Project.

Information received concerning ARRA reporting requirements.

Correspondence received from Dr. James G. Gibson concerning the Old Standard Quarry.

West Virginia Ethics Reporter received.

Video lottery weekly settlement report received from the West Virginia Lottery.

ANNOUNCEMENTS:

Reminder that County offices will be closed on Monday, September 6, 2010 for Labor Day.

Jefferson County Commission together with Berkeley/Jefferson Day Report Center will hold a Breakfast Meeting on Tuesday, September, 7, 2010 9:30 a.m. at the Ranson Civic Center to discuss the Day Report Center and Jail costs.

Notice of Special Session on Tuesday, September 7, 2010 at 1:00 p.m. at the Old Charles Town Library meeting room for the Estate of John J. Warfield.

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.