

**AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, SEPTEMBER 16, 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

COUNTY COMMISSION REPORTS

PRESENTATIONS:

1. **10:00 a.m.** Barbara Miller, Director of Homeland Security and Emergency Management -
 - Homeland Security Grant application for a hauling trailer -
 Discussion/Action
 - Homeland Security Grant application for Homeland Security Region 3
 Coordinator - Discussion/Action
 - Contract for Homeland Security Region III Coordinator, Pamela Holstein
 Wallace - Discussion/Action

2. **10:15 a.m.** Mark Schiavone, Director of Capital Planning and Management
 - Selection of Consultant for School Impact Fee Recalculation

3. **10:30 a.m.** Letter to the PSD that the PSD provide the Commission with “documents
 relative to the PSD’s Agenda Item on Old Standard LLC from the August 2,
 2010 meeting as follows: “Discuss acceptance of Old Standard Waste Water
 Treatment Plant” - AND - July 7, 2010 meeting item entitled “Discuss
 Acceptance of Old Standard Wastewater Treatment Plant.”
 Discussion/Approval (JS)

- 4. 10:45 a.m. Letter to Ms. Goes regarding Old Standard Quarry. Draft to be provided. Discussion/Action (JS)
- 5. 11:00 a.m. Request that Ms. Charlotte. Hernandez and Mr. George Holland,, heading the EDA's IT Committee, present the Commission with By-Laws and the wording of a publicly noticed advertisement for applicants to serve on this unpaid volunteer position on the IT Advisory Committee, as approved by the County Commission. (JS)

UNFINISHED BUSINESS:

- 6. Revised Meeting Room Policy - Discussion/Action

NEW BUSINESS:

- 7. Legislative Issues
- 8. Recognition of Constitution Day - September 17, 2010 - Approval of Proclamation
- 9. 11:15 a.m. Senator Herb Snyder - Presentation of \$5,000 Community Participation Grant to the Jefferson County Animal Welfare Society
- 10. 11:30 a.m. Jennifer Maghan, County Clerk
 - Executive Session - Personnel Issues (§6-9A-4)
 - Approval of Poll Workers

Break for Lunch

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

- 11. 1:30 p.m. Budget Work Session
 - Legal Fees for PATH - Discussion/Action
 - General Fund Budget Discussion - (Capital accounts elected officials, Claymont request and non-profits)
- 12. 2:30 p.m. Employee Policies and Procedures Work Session - (Tim Boyde, County Administrator and Stephanie Grove, Assistant Prosecuting Attorney)
 - 1. Overview
 - 2. Issue Resolution
 - 3. Hours of Operation
 - 4. Accrued Leave

CORRESPONDENCE:

Correspondence dated 9/3/10 from Mark Shields of the Jefferson County Water Advisory Committee regarding continued funding of the JCWAC's current project of monitoring area streams for nutrient load and general water quality.

Article from the State Journal dated 9-3-10 received from the WVACO entitled "Special Senate Election Costs Ring Up Bills for Counties."

Correspondence and brochure from Elks Run Watershed Study Committee introducing the committee and its accomplishments.

Jefferson County Public Service District Minutes of the Regular Board Meeting of 8-2-10.

WV Lottery report for weeks of 7-10-10 to 9-04-10.

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.