

**AGENDA**  
**JEFFERSON COUNTY COMMISSION**  
**THURSDAY, SEPTEMBER 23, 2010**  
**9:30 A.M.**

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

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**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. Angela Banks, Assessor - Requests for Exoneration
2. 10:15 a.m. Peter Fricke, Farmland Protection Board - Staffing Options and Approval of Farmland Easement
3. 10:45 a.m. John Maxey, Jefferson County Planning Commission Request to Initiate Rezoning of Certain Federal Lands and Hold Public Hearing
4. 11:15 a.m. Jennifer S. Maghan - County Clerk's Report  
- Presentation of Financial Statement of Jefferson County for Fiscal Year ending June 30, 2010.
5. 11:45 a.m. Mark Schiavone - Approval of Budget Revision 003 to the General Fund - Capital Outlay for Elected Officials

**NEW BUSINESS:**

6. Legislative Issues

7. Request by Valley Health to use the Commission Meeting Room on Nov. 23, 2010 from 9:00 to 12:00 noon to conduct a Community Health Needs Assessment for the residents of Jefferson County.
8. NAACP Jefferson County request to use the Commission Meeting Room on October 4, 2010 at 7:00 p.m. to host a forum with the 2<sup>nd</sup> Congressional District candidates.
9. Approval of fire company contracts FY2011

Break for Lunch

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

10. 1:30 p.m. Tim Boyde, County Administrator and Stephanie Grove, Assistant Prosecuting Attorney
  - Personnel Policy Discussion
  - Employee Handbook
  - Issue Resolution
  - Compensatory Time
  - Hours of Work
  - Supervisor Responsibilities
  - Classification Plan
  - Calculation of Compensation
11. 2:00 p.m. Budget Work Session
  - Summary of Decisions to Date (includes non-profits)
  - Consideration of Remaining Requests
  - Tim Boyde - Request to expand vacant part-time position in Commission Office to full-time and post.
  - Todd Fagan - request to approve position reclassification in GIS Office.

**CORRESPONDENCE:**

Listing of Jefferson County Grant Programs prepared by Kirk Davis.

Correspondence from WV Division of Highways re: Availability of Safe Routes to School Program Grants for Fiscal Year 2011.

WVaCO August 2010 Newsletter "The County Line"

Correspondence from WV Division of Culture and History announcing the Henry Orndoff House was listed on the National Register of Historic Places on July 28, 2010.

**Extension Service WVU Newsletter: "Agriculture Jefferson Style"**

**Correspondence from John Moore regarding proposed water increases.**

**Video Lottery Report for 7-1-10 to 7-3-10 and 7-10-10 to 9-11-10.**

**Video Lottery Cumulative Report (FY2009, FY2010, FY2011).**

**Correspondence from Matthew Harris dated September 10, 2010 re: decisions made by individuals outside of Jefferson County.**

**ANNOUNCEMENTS:**

**Grand opening of the Morgan County Courthouse, Saturday, September 25, 2010 from 2:00 to 5:00 p.m.**

**Notice of Meeting and Agenda - Jefferson County Roundtable, Wednesday, September 29, 2010 at 5:00 p.m. re: Impact Fees for Fire/EMS and Law Enforcement.**

**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.***