

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, DECEMBER 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

APPROVAL OF PURCHASE ORDERS

APPROVAL OF ACCOUNTS PAYABLE

PUBLIC COMMENT

COUNTY ADMINISTRATOR REPORTS

COUNTY COMMISSION REPORTS

PRESENTATIONS:

1. **10:00 a.m.** **Peter Fricke, Jefferson County Farmland Protection Board**
 - Approval of Deeds - Farmland Conservation Easement
 - Jack L. Burch, Sr.
 - William A. Knighten and Dixie L. Knighten
 - Scott I. Morgan and Sondra J. Morgan
 - John M. Restaino and F. Mark Schiavone
 - Laurie L. Scott
 - Twin Ridge Orchard Company, Inc
 - Walter Walls, Tammy P. Walls and Ray E. Walls

2. **10:15 a.m.** **Legal Update**
 - Stephanie Grove, Assistant Prosecuting Attorney

3. **10:30 a.m.** **Jennifer S. Maghan, County Clerk**
 - County Clerk's Report

4. **10:45 a.m.** **David Kemnitzer, Architect - Historic Structures Report on the Courthouse Building**

5. 11:15 a.m. Roger Goodwin, Chief County Engineer
- Tolling of Construction Bond Agreement - Thorn Hill Subdivision, Lots 1-179 - Discussion/Action
6. 11:30 a.m. Mark Schiavone, Director of Capital Planning and Management
- Request for Approval of Revision 002 to the Coal Severance Fund (Fund 002) & draft Resolution- Discussion/Action
- Modification of the FY2010 CIP for Independent Fire Company - Discussion/Action
7. 11:45 a.m. Tim Boyde, County Administrator
- Review of Procurement Card Procedures Draft Policy - Discussion/Action

NEW BUSINESS:

8. Review and discuss a suggested scoring program to be used for agencies that request funding from the County Commission (PN) - Discussion/Action
9. Set Date for First Meeting of 2011 - Discussion/Action
10. Approval of 2011 Holiday Schedule - Discussion/Action
11. Roger A. Ritchie, Jr. - Request use of the Meeting Room on December 21, 2010 for a Social Security Seminar Free to the Public - Discussion/Action
12. Set Date and Time in January 2011 to hold a Public Hearing regarding the Proposed Wireless Telecommunications Facilities Ordinance Draft - Discussion/Action

———— AFTERNOON SESSION ————

13. 1:30 p.m. Troy Truax - Delta Development Group, Inc. -
- Jefferson County Emergency Services 5 Year Strategic Plan
Informational Session/Questions and Answers/County Commission Input

CORRESPONDENCE:

West Virginia Video Lottery weekly settlement received.

WVACO October 2010 Newsletter received.

Correspondence from Charles Town Chaplaincy Services thanking the Commission for the \$3,000.00 allocation.

“Thank You” Letter received from the Shepherdstown Library regarding the Commission’s allocation for First Books for Babies.

ANNOUNCEMENTS:

Reminder of the 2010 County Commissioners’ Association of West Virginia Legislative Roundtable Meeting on Monday, November 29, 2010 from 3-5pm at the County Commission meeting room located in the Old Charles Town Library.

Reminder of Joint Meeting with the Jefferson County Planning Commission regarding the Blue Ridge Mountain Watershed Project at 7:00 p.m. at the Blue Ridge Elementary School Cafeteria.

Memorandum from Bill Polk, Maintenance Director, canceling the CPR and First Aid Training on November 24, 2010 and December 7, 2010.

“Lunch with Santa” sponsored by the Jefferson County Parks & Recreation Commission scheduled for Saturday, December 18, 2010 from 11:00 a.m. to 1:00 p.m. at the Jefferson County Community Center, Sam Michael’s Park.

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.