

**AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, DECEMBER 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

RESOLUTION

- Resolution to Honor Delegate Terry Walker
- Recognition of Matt Conley and Derrick Shinault

PUBLIC COMMENT

COUNTY ADMINISTRATOR REPORTS

COUNTY COMMISSION REPORTS

PRESENTATIONS:

1. 9:55 a.m. Interview and Appointment - IT Blue Ribbon Committee
- Richard Doty
2. 10:00 a.m. Chris White, Chief of Construction Customs Boarder Protection Advance
Training Center
- Update on Site Development of US Customs and Border Patrol Property
Campus
3. 10:30 a.m. Stephanie Grove, Assistant Prosecuting Attorney
- Legal Update
4. 10:45 a.m. Tom Moslener, Panhandle Peddlers Cycling Club of Charles Town WV
- Request resolution by the Commission pledging its support for the
placement of "Share the Road" signs on specific roads within Jefferson
County

5. 11:00 a.m. Public Hearing and Resolution - County Commission of Jefferson County, West Virginia Authorizing Participation in the Eastern Panhandle Home Consortium of West Virginia for the Period of July 1, 2011 to June 30, 2012
6. 11:15 a.m. David Camilletti, Esquire
- Order to Set Hearing Date - Petition for Closing Unused Road, Streets & Travel Ways - Martin and Brenda Lookingbill - Discussion/Action
7. 11:30 a.m. Barbara Miller, Director of Homeland Security and Emergency Management
- Presentation and request for approval of 2010 Jefferson County Emergency Operations Plan and 2010 Jefferson County Government Continuity of Operations Plan
8. 11:45 a.m. Roger Goodwin, Chief County Engineer
- Bond Reduction and/or Release - The Woods At Wheatland Subdivision, Lots 1-7 & Residue
- Bond Reduction and/or Release - Apple Valley Waste Services, Inc.
- Bond Reduction and/or Release - Shepherdstown Estates Subdivision, Lots 1-9 & Residue
9. 12:00 p.m. Recognition of Service - Commissioner James Surkamp

NEW BUSINESS:

10. Jeffrey A. Polczynski, ENP, Director of Communications
- Request for Approval of Employment - Mark Pangle as full-time Public Safety Dispatcher II
11. Set Hearing Date and Time for Urban Growth Boundary Discussion - Discussion/Action
12. Establish Date in February for First Annual Economic Outlook for Jefferson County (LW) - Discussion/Action
13. Discussion Letter Regarding Historical Cement Mill Property - Update on Negotiations with Property Owner
14. Potential closing of the Millville Post Office - Discussion/Action (DM)

OLD BUSINESS:

15. Tim Boyde, County Administrator
- Review of Procurement Card Procedures Draft Policy - Discussion/Action

———— AFTERNOON SESSION ————

- 16. 1:30 p.m. Mike Mood, President/Chief Middleway Fire Company
- Approval of Waiver of Fees for the Minor Subdivision, Site Plan and Building Permit - Discussion/Action

- 17. 1:45 p.m. Mark Schiavone, Director of Capital Planning and Management
- Approval of Budget Revision 005 to the General Fund (Special Election Reimbursement) - Discussion/Action
- Approval of Budget Revision 006 to the General Fund (2nd Round Salary Adjustments) - Discussion/Action

CORRESPONDENCE:

Jefferson County Public Service District Minutes of Board Meeting for October 4, and November 1, 2010 received.

Weekly Lottery Settlement received.

Correspondence received from the West Virginia Association of Counties regarding the “Draft” Minutes Proposal.

ANNOUNCEMENTS:

Citizens Fire Company invitation to Annual Banquet - January 15, 2011 received.

Independent Fire Company invitation to Annual Membership Recognition - January 8, 2011 received.

This will be the last County Commission Regular Meeting for the year. The next scheduled meeting will be held on Thursday, January 6, 2011 at 9:30 a.m.

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.