

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, JANUARY 6, 2011
9:30 A.M.

County Commission Meeting Room
located at the Old Charles Town Library
200 E. Washington Street, Charles Town, WV

CALL TO ORDER

PLEDGE OF ALLEGIANCE

PRESENTATION of plaque to former Commissioner Jim Surkamp

COUNTY COMMISSION ORGANIZATION

- a. Selection of President
- b. Selection of Vice President
- c. Committee Assignments

APPROVAL OF MINUTES

APPROVAL OF PURCHASE ORDERS

APPROVAL OF ACCOUNTS PAYABLE

PUBLIC COMMENT

PRESENTATIONS:

- 1. 10:00 a.m. Legal Update - Stephanie Grove, Assistant Prosecuting Attorney
- 2. 10:15 a.m. Jennifer Brockman, Director of Planning and Zoning
- Zoning Map Update Process Policy - Discussion/Action
- 3. 10:30 a.m. Pete Kelley, President Jefferson County Emergency Services Agency
- Request for additional funding for daily operations in 2011 -
Discussion/Action

4. 10:45 a.m. Roger Goodwin, Chief County Engineer
 - Bond Reduction and/or Release - Kevin L. Steeley - DALB, Inc.
 - Tolling of Construction Bond - Harvest Hills Subdivision
 - Letters of Credit to expire on January 15, 2011
 - Bond Reduction and/or Release - County Green, LLC - The Woods at Wheatland Subdivision
 - J. Michael Cassell, Esq. - Reconsideration of reduction in security bond The Woods at Wheatland - Lots 1-7 and Residue - PC File #07-22

5. 11:00 a.m. Barbara Miller, Director of Homeland Security and Emergency Management
 - Memorandum of Understanding with Hollywood Casino at Charles Town Races - Discussion/Action
 - Reappointments to JCHSEM Steering Committee - Discussion/Action
 - Don't Drop the Ball - Resolve to Be Ready in 2011 Campaign - Discussion/Action
 - Barbara Miller and Sheriff Shirley request Executive Session to discuss matters of Homeland Security §6-9A-4

NEW BUSINESS:

6. Approval of Board of Review and Equalization Notice - Discussion/Action

7. Approval of Employment - Kimberly D. Crockett as an Assistant Prosecuting Attorney - Discussion/Action

8. Appointment of liaison from the Jefferson County Commission to the IT Advisory Committee - Discussion/Action

9. Approval of New Appointments - Stacey Michelle Morgan and Monica Lynn Megonigal - Jefferson County Deputy Reserve Program

10. Approval of Resolution, Agreement and Contract - Community Participation Grant Program
 - Jefferson County Coalition on Substance Abuse - \$6,500
 - Jefferson County Coalition on Substance Abuse - \$2,000
 - Literacy Volunteers of the Eastern Panhandle - \$1,500

COUNTY ADMINISTRATOR REPORTS

- Update - Potential Closing of the Millville Post Office

COUNTY COMMISSION REPORTS

CORRESPONDENCE:

Correspondence received from The Land Trust of the Eastern Panhandle.

National Watershed Coalition Brochure and Membership Application received.

West Virginia Ethics Reporter - December, 2010 received.

Correspondence received from Matthew Harris.

WV Video Lottery Settlement received.

Letter received from Public Service Commission regarding disbursement wireless E-911 subscriber fees.

Letter received from Karen Disibbio, Mercer County Commissioner.

Letter received from Friends of Happy Retreat.

Community Bulletin for January 2011 received from Harpers Ferry National Historical Park.

Thank you note received from Secretary of State Natalie E. Tennant.

Jefferson County Public Service District Financial Statements for fiscal years ended June 30, 2010 and 2009 received from CoxHollidaPrice, LLP.

Correspondence received from Loudoun County, VA regarding legal notice.

Correspondence received from WV Division Of Highways regarding STIP 2011-2016.

County Commissioners' Newsletter received from the County Commissioners Association of WV - Vol. 13, No. 11, December 2010.

Newsletter received from the Eastern Panhandle Free Clinic - Winter 2010.

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.