

**AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, MARCH 3, 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

APPROVAL OF MINUTES

- February 10, 2011 - Regular Session - Afternoon Session
- February 24, 2011 - Regular Session
- February 24, 2011 - Public Hearing

APPROVAL OF PURCHASE ORDERS

APPROVAL OF ACCOUNTS PAYABLE

PUBLIC COMMENT

PRESENTATIONS:

1. 10:00 a.m. Al Britton, General Manager, Hollywood Casino at Charles Town Races
- Update on operations at Hollywood Casino at Charles Town Races

2. 10:15 a.m. Alana Hartman, WV Dept. Of Environmental Protection, Potomac Basin Coordinator
- Chesapeake Bay Planning - Discuss commitments made to TMDL and plans for Jefferson County's involvement in 2011
**** Note from Staff - Agenda item cancelled - will be rescheduled for Thursday, March 10, 2011*

3. 10:45 a.m. Break

4. 11:00 a.m. Appointment and Interviews
- HOME Consortium Council - One unexpired term ending June 13, 2013
- Historic Landmarks Commission - One 3-year term ending March 6, 2014

5. 11:15 a.m. Stephanie Grove, Assistant Prosecuting Attorney
- Legal Update

6. 11:30 a.m. Jennifer Maghan, County Clerk
- Presentation of historical data to support recovering the outstanding loan amount of \$200,000 from the Jefferson County Development Authority - Discussion/Action
7. 11:45 a.m. Approval of Joint Resolution of the Jefferson County Development Authority and the Jefferson County Commission in support of the removal of the 1988 liability in the amount of \$200,000 from the Jefferson County Development Authority's financials and the correlating note payable in the amount of \$200,000 from the Jefferson County Commission's financials - Discussion/Action

NEW BUSINESS:

8. Legislative Update
9. Change policy regarding signature on checks to require two signatures on all checks issued (PN) - Discussion/Action
10. Letter of Intent on the three properties viewed on the Commission tour (DM) - Discussion/Action
11. Establish policy to appoint alternate Commissioners to committees (PN) - Discussion/Action
12. Decision to be made regarding the request for release of funds from the Parks & Recreation Land Fund for engineering services to develop Hite Road Park - Discussion/Action
13. Direction/Decision on current CD Renewal (PN)

COUNTY ADMINISTRATOR REPORTS

COUNTY COMMISSION REPORTS

DEPARTMENT HEAD WRITTEN REPORTS

- Jefferson County Parks and Recreation

CORRESPONDENCE:

Weekly settlement reports for the Charles Town Races received from the West Virginia Lottery.

Invitation received from Shepherdstown Fire Department to its annual Recognition & Awards Dinner and Dance, Saturday, March 19, 2011.

Open invitation received from the Jefferson County Organization of Homeowners Associations of West Virginia to attend JCOHOA meetings.

Copy of check for \$50,273.72 received from Citizens Communications/Frontier.

Correspondence received from FEMA dated February 15, 2011 in response to a request to make a determination as to if the property described is located within an identified Special Flood Hazard Area.

Correspondence received from the Public Service Commission of West Virginia enclosing copy of letter of Informal Complaint about Jefferson Utilities, Inc., Project No. 11W-0732-PW-CTRAT sent to Honorable Shelley Moore Capito from Walter & Deborah Carswella.

Correspondence received from the Public Service Commission of West Virginia enclosing copy of letter of Informal Complaint about Jefferson Utilities, Inc., Project No. 11W-0732-PW-CTRAT sent to Honorable Shelley Moore Capito from Ann Kelican

Notice received from the National Watershed Coalition regarding the 12th National Watershed Conference on May 15 - 18-2011.

Legislative update received from WVACO "The County Legislative Line" dated Friday, February 18, 2011.

Notice of hearing regarding the Estate of Mildred Olga Valentine, Deceased on Wednesday, March 23, 2011 at 10:00 a.m. at the Commission meeting room located at the Old Charles Town Library, 200 E. Washington Street, Charles Town, West Virginia.

Notice of hearing regarding the Estate of Sallie Shepherd Spaulding, Deceased on Thursday, March 24, 2011 at 11:00 a.m. at the Commission meeting room located at the Old Charles Town Library, 200 E. Washington Street, Charles Town, West Virginia.

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.