

**AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, MARCH 10, 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 - Board of Review and Equalization - Afternoon Session
- February 15, 2011 - Board of Review and Equalization - Morning Session
- February 17, 2011 - Board of Review and Equalization - Afternoon Session
- March 3, 2011 - Regular Session

APPROVAL OF PURCHASE ORDERS

APPROVAL OF ACCOUNTS PAYABLE

PUBLIC COMMENT

PRESENTATIONS:

1. 9:40 a.m. Angela Banks, Assessor
- Exonerations
2. 9:45 a.m. Alana C. Hartman, WVDEP, Potomac Basin Coordinator
Review the commitments made to the TMDL and discuss plans for Commission involvement in 2011 for the Chesapeake Bay Initiative
3. 10:15 a.m. Sheriff Robert Shirley
- Presentation to former Sheriff Senseney
4. 10:30 a.m. Citizens for Fair Water
- Request to Intervene in Jefferson Utilities, Inc. General Investigation, Case # 11-0235-W-GI
- Conference Call - Consumer Advocate Division - *Tentative*
5. 10:45 a.m. Break

6. **11:00 a.m.** Jennifer Brockman, Director of Planning and Zoning
 - Update on Urban Tree Canopy Grant Plan and Goals
 - US 340 Corridor - East Gateway Plan Planning Process Overview and Announcement of 3-26-11 Kick-Off Meeting
7. **11:30 a.m.** Meredith Wait and Catherine Irwin
 - Presentation regarding SQ250, Shepherdstown, West Virginia
8. **11:45 a.m.** Mark Schiavone, Director of Capital Planning and Management
 - Decision on automatic adjustment of impact fee schedules - Discussion/Action
 - Server replacement options - Discussion/Action
 - Revision B to the General Fund - Discussion/Action
 - Revision 008 to the General Fund - Discussion/Action
 - Revision 004 to Coal Severance Fund (Fund 002) - Discussion/Action
9. **12:00 p.m.** Stephanie Grove, Assistant Prosecuting Attorney
 - Legal Update

UNFINISHED BUSINESS:

10. Decision regarding the Amendment to the County Zoning Map to consider Urban Growth Boundaries for Harpers Ferry and Bolivar
11. Decision regarding proposed amendments to Article 4B, Wireless Telecommunication Facilities and related sections of the Jefferson County Zoning and Land Development Ordinance
12. Appointment
 - HOME Consortium Council - One unexpired term ending June 13, 2013

NEW BUSINESS:

13. Legislative Update
14. Executive Session §6-9A-4
 - Role of Counsel representing County Government
15. Approval of Appointment to the Community Criminal Justice Board - Discussion/Action
16. Action to create the position of Chief Finance Officer and place all finance employees under the same. Further to include in next year's budget as well as developing a job description for the post and beginning the posting process (DM) - Discussion/Action

17. Adopt a policy that all outside counsel must be approved by the Commission before delivery of service in order to receive compensation for said service (DM) - Discussion/Action

——AFTERNOON SESSION——

18. 1:30 p.m. Budget Discussion
- Laura Rattenni, Circuit Clerk
19. 2:00 p.m. Budget Discussion
- Angie Banks, Assessor

COUNTY ADMINISTRATOR REPORTS

COUNTY COMMISSION REPORTS

CORRESPONDENCE:

Letter received from Jefferson County Development Authority, Tom Bayuzik, regarding a presentation to the Commissioners regarding Business Accelerator Program to be presented by Lori Kelly of GNEC.

Invitation to Open House on Tuesday, April 5, 2011 from 1:00 - 3:00 p.m. received from the Mountaineer Challenge Academy Camp Dawson, Kingwood, WV.

Newsletter "Valley News" received from the Potomac Valley Audubon Society, Volume 29, Issue 6, March 2011.

Information received from ProAct, Inc. regarding ProAct's Prescription Drug Discount Card Program.

Letter received from James and Barbara Gibson regarding Harpers Ferry and Bolivar Urban Growth Boundaries and their property.

Letter received from attorney James V. Kelsh regarding Utility Consolidation.

Memo from CCAWV with Legislative Update - Friday, February 25, 2011.

"The County Legislative Line" for February 28, 2011 received from WVACO.

"The County Legislative Line" for March 2, 2011 received from WVACO.

Minutes received of the Regular Board Meeting of February 7, 2011 of the Jefferson County Public Service District.

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

Received from the County Commissioners Association of West Virginia list of county interest bills that survived “cross-over day.”

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.