

**AGENDA  
JEFFERSON COUNTY COMMISSION  
THURSDAY, MARCH 17, 2011  
9:30 A.M.**

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

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**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES**

**APPROVAL OF PURCHASE ORDERS**

**APPROVAL OF ACCOUNTS PAYABLE**

**PUBLIC COMMENT**

**PRESENTATIONS:**

1.     **10:00 a.m.**    **Mayor Peggy Smith, City of Charles Town**  
                          **- Request for Approval of Support and Resolution to place a Bronze**  
                          **Statue of Frank Buckles on the Jefferson County Courthouse lawn -**  
                          **Discussion/Action**
  
2.     **10:15 a.m.**    **Dr. Joy Buck, Teresa Warnick, Denise Ryan**  
                          **- Presentation of Mobilizing for Action through Planning and**  
                          **Partnerships (MAPP) as a strategic approach to community health**  
                          **improvement**
  
3.     **10:30 a.m.**    **Break**
  
4.     **10:45 a.m.**    **Meredith Wait and Catherine Irwin**  
                          **- Presentation regarding SQ250, Shepherdstown, West Virginia**
  
5.     **11:00 a.m.**    **Lynn Fields and Karen Olden, Probate Office**  
                          **- Acceptance of the First and Final Accounting of the Estate of John**  
                          **Rockenbaugh and closing of the estate - Discussion/Action**
  
6.     **11:15 a.m.**    **Stephanie Grove, Assistant Prosecuting Attorney**  
                          **- Legal Update**

7. 11:30 a.m. Jennifer Brockman, Director of Planning and Zoning Department  
- Discussion and Scheduling of a Public Hearing for a Proposed Amendment to the 2008 Subdivision and Land Development regulations (as amended 2010) - Discussion/Action

**UNFINISHED BUSINESS:**

8. Role of Counsel representing County Government when a conflict arises between clients - (*Executive Session §6-9A-4 possible*) - Discussion/Action
9. Server replacement options - Discussion/Action

**NEW BUSINESS:**

10. Legislative Update
11. Introduction of County Commission Policy to require public improvement projects be in the approved and adopted Capital Improvement Plan prior to funding (LW) - Discussion/Action
12. Appointment of a Jefferson County Representative to the inter-governmental committee to investigate options to acquire for Happy Retreat - Discussion/Action
13. Approval of Appointment to the Community Criminal Justice Board - Discussion/Action

**COUNTY ADMINISTRATOR REPORTS**

**COUNTY COMMISSION REPORTS**

14. 12:15 p.m. - 1:15 p.m. LUNCH BREAK

**--- AFTERNOON SESSION ---**

15. 1:30 p.m. Budget Discussion  
- Ralph Lorenzetti, Prosecuting Attorney
16. 2:00 p.m. Budget Discussion  
- Sheriff Bobby Shirley
17. 2:30 p.m. Budget Discussion  
- Jennifer Maghan, County Clerk
18. 3:00 p.m. ADJOURN

**CORRESPONDENCE:**

Received from Harpers Ferry National Park the "Community Bulletin," March 2011.

Registration for State Auditor's 2011 Local Government Regional P-Card Workshops.

Newsletter received from WVACO, "The County Legislative Line," for Friday, March 4, 2011.

Newsletter received from WVACO, "The County Legislative Line," for Wednesday, March 9, 2011.

Copy of letter received from Senator Manchin's Office regarding Kelly Daniel proposed water rate increase in response to her informal complaint to Shelley Moore Capito.

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

Email received from Al Cobb of Panel Wright regarding energy efficient structures.

West Virginia Ethics Reporter received - February, 2011.

Legislative Update received via fax on 3/10/11 from the County Commissioners' Association of West Virginia.

Emailed resignation received of John L. Matthews from the Jefferson County Emergency Services Agency.

**ANNOUNCEMENTS:**

Notice of Public Hearing to be held on Wednesday, March 23, 2011 at 10:00 a.m. regarding the Estate of Mildred Olga Valentine, deceased.

Notice of Public Hearing to be held on Wednesday, March 23, 2011 at 1:30 p.m. regarding the Fiscal Year 2012 Budget.

Notice of Public Hearing to be held on Thursday, March 24, 2011 at 11:00 a.m. regarding the Estate of Sallie Shepherd Spaulding, Deceased.

**Appointments to be made to the Jefferson County Planning Commission on March 31, 2011.**

**Appointments to be made to the Jefferson County Development Authority on March 31, 2011.**

**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.*