

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, APRIL 28, 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

Regular Meeting - April 14, 2011

Public Hearing - April 14, 2011

Special Session - April 19, 2011

APPROVAL OF PURCHASE ORDERS

APPROVAL OF ACCOUNTS PAYABLE

PUBLIC COMMENT

PRESENTATIONS:

1. 9:45 a.m. Jennifer S. Maghan, County Clerk
 - County Clerk's Report and Election Update

2. 10:00 a.m. Decision - Amendment 2008 Subdivision and land development regulations
 (as amended 2010) Discussion/Action

3. 10:15 a.m. Tom Bayuzik, Executive Director - Jefferson County Development Authority
 - Request to Sign Resolution in support of the Jefferson County Development
 Authority's request to obtain LED Grant funds as part of the Certified
 Development Community Program - Discussion/Action

4. 10:30 a.m. Break

5. 10:45 a.m. Stephanie Grove, Assistant Prosecuting Attorney
 - Legal Update

6. 11:00 a.m. Lynn Fields and Karen Olden, Probate Office
 - Quarterly Fiduciary Review - Closing of Wills, Estates and Accountings -
 Discussion/Action

7. 11:15 a.m. Mark Schiavone, Director of Capital Planning and Management
- Levy Rate Explanation

UNFINISHED BUSINESS:

8. 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

NEW BUSINESS

9. Tim Boyde, County Administrator
- Approval of Absence Time With Pay Policy - Discussion/Action
10. Tim Boyde, County Administrator
- Approval of Conflict of Interest Policy - Discussion/Action
11. Explore the process of establishing a citizen oversight board (volunteers) to be tasked by the Commission to investigate and provide a written report on matters involving misdirection, misuse, failure to provide transparency or account for public funds (FM) - Discussion/Action
12. Recommendation from Sheriff Shirley regarding Bank Securities Bonding - County Bank Accounts - Discussion/Action
13. Approval - West Virginia Counties Risk Pool Proposal to Jefferson County effective 7-1-2011- Renewal Quotation for Self Insurance - Discussion/Action

COUNTY ADMINISTRATOR REPORTS

COUNTY COMMISSION REPORTS

14. 12:00 p.m. Lunch Break

~~~~~ AFTERNOON SESSION ~~~~~

15. 1:30 p.m. Hali Taylor - Shepherdstown Library design discussion/workshop
16. 2:00 p.m. Performance Evaluation - Executive Session (§6-9A-4)
- Tim Boyde, County Administrator
17. 2:30 p.m. ADJOURN

CORRESPONDENCE:

Notice - Jefferson County Commission Public Workshop and Public Hearing on the Draft Impact Fee Studies, Wednesday, May 4, 2011 from 4:00 p.m. to 6:00 p.m. and Public Hearing on May 12th, 2001 at 7p.m.

Notice - Jefferson County Commission Public Hearing regarding Proposed 2011 Land Development Fee Schedule and Building Permit Fee changes on Thursday, May 19, 2011 at 1:00 p.m.

Copy of letter from the US Department of the Interior regarding CCR registration received from WVACO.

Letter received from WVDEP confirming that Jefferson County has met the requirements set forth by the REAP Standard Operating Procedure for 2011.

Received copy of letter from Roger Goodwin, Chief County Engineer to Bradley Reed, District Engineer for the WV Office of Environmental Health regarding Westridge Hills Test Wells Project.

CCAWV Legislative Wrap Up, April 13, 2011, received from County Commissioners' Association of WV.

Copy of letter from WVDEP to Roger Goodwin regarding Watershed Implementation Plan.

Notice of Summer Training Seminars received from Courthouse Facilities Improvement Authority regarding 9th Cycle Scoring and Application Training.

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

Letter received from Martin Burk to Barbara Scott at Summit Point Motorsports Park regarding noises.

Second letter received from Martin Burk to Barbara Scott at Summit Point Motorsports Park regarding increased sound emissions.

Letter received from Senator John Rockefeller to Commissioner Noland regarding a tribute to Frank Buckles and all WWI veterans.

Press Release received from the Departments of Planning and Zoning regarding double tree planting event on Saturday, May 7, 2011.

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.