

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, SEPTEMBER 29, 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

APPROVAL OF PURCHASE ORDERS

APPROVAL OF ACCOUNTS PAYABLE

PUBLIC COMMENT

PRESENTATIONS:

1. **9:45 a.m.** **Angie Banks, County Assessor**
 - Exonerations - Discussion/Action

2. **10:00 a.m.** **Curtis Myers, Member Manager, Cambridge, LLC**
 - Offer Cambridge, LLC's cooperation and assistance with the County
 Commission's efforts to develop an affordable housing component in the Impact
 Fee Ordinance

3. **10:15 a.m.** **Building Commission interviews and appointments: - Discussion/Action**
 - **Unexpired term ending July 27, 2014**
 - **Unexpired term ending July 27, 2015**
 - **Unexpired term ending July 27, 2016**

4. **10:30 a.m.** **BREAK**

5. **10:45 a.m.** **Belinda Rollins, Director, PanTran**
 - Request to approve a Proclamation designating October as transit month -
 Discussion/Action

6. **11:00 a.m.** **GT Schramm, Hospice Board Chairman**
 - Approval of Resolution - Hospice - "Building the Dream" - Discussion/Action

7. **11:15 a.m. Mark Schiavone, Director of Capital Planning and Management**
- Power Point presentation to explain how the receipt and placement of the table games monies is handled

NEW BUSINESS:

8. **Request that the \$100,000 in the Cement Mill Property Acquisition Fund be redesignated to a Hite Road Development Fund (DM) - Discussion/Action**
9. **Highlights of the 2011 WVDOT/MPO/FHWA Transportation Planning Conference, September 20-22, 2011 (LW) - Discussion/Action**
10. **Request \$25,000 to purchase a Lifepak12 Cardiac Monitor for the Jefferson County Emergency Services Agency for Ambulance 11 - Discussion/Action**
11. **Jefferson County Emergency Services Agency requests disbursement of annual funds for building mortgage account in the amount of \$81,000 - Discussion/Action**
12. **Set the Commission meeting schedule during the weeks that a Holiday appears for the last quarter 2011 - Discussion/Action**

COUNTY ADMINISTRATOR REPORTS

COUNTY COMMISSION REPORTS

ADJOURN

CORRESPONDENCE:

Notice that Jefferson County Offices will be closed on Tuesday, October 4, 2011 in observation of General Special Election for Governor.

National Association of Counties (NACO) Prescription Drug Discount Program.

Assessor's Certificate of Compliance received on behalf of Angie Banks from the WV Department of Agriculture.

Letter received from the Public Service Commission of West Virginia advising that the Commission will be sent a check for 911 fees for June, July and August 2011 directly from the WV State Auditor's Office in the amount of \$167,969.01.

Letter from T. Craig Jennings, President, Preston County Commission, seeking the Jefferson County Commission's vote and support to appoint him to the unexpired term on the Risk Pool Board.

Letter from James P. Whitacre, Councilperson, Berkeley County Council, seeking the Jefferson County Commission's vote and support to appoint him to a position on the WV Counties Risk Pool.

WV Ethics Reporter, September 2011 Issue received.

Weekly settlement reports for the Charles Town Races received from the West Virginia Lottery for week ending September 17, 2011.

Memorandum received from Sandy McDonald, Deputy County Administrator regarding a list of grant projects status received from the West Virginia Development Office being administered through the Jefferson County Commission office.

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.