

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, OCTOBER 13, 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, Assessor**
- Approval of employment of vacancy position

- 2. 10:00 a.m. Doug Pittinger, Jefferson County Emergency Services Agency**
- Discussion regarding additional funding

- 3. 10:15 a.m. Interviews and Appointments:**
- Building Commission

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

- 5. 10:45 a.m. Roger Goodwin, Chief County Engineer**
- Complete release of the Construction Bond security for Beallair Homes, LLC -
Beallair Subdivisions, Phase I, Lots 1-49 & Residue A-E (File #02-36)

- 6. 11:00 a.m. Lynn Fields, Probate Office**
- Motion to Appoint Sheriff as Administrator of the Estate of Shawn Hufnagel

NEW BUSINESS:

7. **Abigayle Holler and Renee Ellenberger, National Youth Advocate Program**
- Request approval for the National Youth Advocate Program (a non-profit organization) to use the County Commission Meeting Room for foster parent training on Thursday, November 3, 2011 from 6:00 p.m. to 8:00 p.m. - Discussion/Action
8. **Approval of Reserve Applications - William Clarke, Joel Croson and Mark Pantalone**
9. **Decision on allocation of Methane Severance Tax Revenue - Discussion/Action**

COUNTY ADMINISTRATOR REPORTS

COUNTY COMMISSION REPORTS

ADJOURN

CORRESPONDENCE:

Eastern Panhandle Conservation District 2011 Fall Newsletter.

Valley News Newsletter for October 2011 received from the Potomac Valley Audubon Society.

Weekly settlement reports for the Charles Town Races received from the West Virginia Lottery for week ending October 1, 2011.

Memorandum received from the Engineering Department regarding bond and security for the Leetown Baptist Church.

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.