

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, JANUARY 5, 2012
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

COUNTY COMMISSION ORGANIZATION

- A. Selection of President
- B. Selection of Vice President
- C. Committee Assignments

APPROVAL OF MINUTES

APPROVAL OF PURCHASE ORDERS

APPROVAL OF ACCOUNTS PAYABLE

PUBLIC COMMENT

PRESENTATIONS:

- 1. 10:00 a.m. Angela Banks, County Assessor
- Implementation of SB 401 -changes to the WV Code for Board of Review and the Office of the Assessor - Discussion
- 2. 10:15 a.m. Peter Chakmakian, Esq.
- Petition of William E. Knode and Jo Ann Knode to vacate unused streets and alley under §7-1-3h to set date for Public Hearing - Discussion/Action
- 3. 10:30 a.m. Break
- 4. 10:45 a.m. Jennifer Brockman, Director of Planning and Zoning
- Upcoming US 340 Public meeting and request for joint Planning/County Commission meeting - Discussion/Action
- 5. 11:00 a.m. Barbara Miller, Director of Homeland Security & Emergency Management
- Homeland Security Grant application for a Pets Sheltering Trailer and Supplies in the amount of \$30,000 - Discussion/Action

6. 11:15 a.m. Roger Goodwin, Chief County Engineer
 - Letters of Credits securing construction bonds - Discussion/Action
 - Tolling of Construction Bond for the Jackson Woods Subdivision, Lots 1-12 - File #06-28 - Discussion/Action

UNFINISHED BUSINESS:

7. Approval of the Sexual Harassment Policy - Discussion/Action

NEW BUSINESS:

8. Approval of Board of Review and Equalization Notice - Discussion/Action
9. Request to approve no cost internship for administrative assistant - Discussion/Action
10. Request to complete the revitalization of the County Commission meeting room - Discussion/Action
11. Approval to increase the Public Service District Board membership from three to five members (DM) - Discussion/Action
12. Request to use the County Commission meeting room by the Poverty Initiative at Union Theological Seminary - Discussion/Action
13. Approval of Resolution - Paul Rosa - Discussion/Action
14. Approval of Resolution - Active WV 2015: WV Physical Activity Plan - Discussion/Action

DEPARTMENT HEAD QUARTERLY REPORTS

- Mark Schiavone, Director of Capital Management

BOARDS, COMMISSIONS OR AUTHORITIES QUARTERLY REPORTS

- Water Advisory Committee

COUNTY ADMINISTRATOR REPORTS

COUNTY COMMISSION REPORTS

~~~~~ EVENING SESSION ~~~~~

15. 7:00 p.m. Public Hearing  
The purpose of the hearing is for public input for the Zoning Map Amendment (Rezoning) for property designated as Tax District: Harpers Ferry, Map: 9, Parcel: 39.1. This property is currently zoned Residential Growth and Residential/Light Industrial/Commercial zoning is being requested. The property is located on the south side of Route 340 (William L. Wilson Freeway); the east side of Route 27 (Millville Road) and on the north side of Route 27/2 (Allstadt's Hill Road) and is a total of 12.97 acres. James and Barbara Gibson are the owners.

ADJOURN

CORRESPONDENCE:

Letter received from Paul Comes of Comcast regarding program changes.

Notice of Public Hearing on Thursday, January 12, 2012 at 11:00 a.m. concerning the FY 2012 Home Consortium.

Request for funding and Annual report received from the Potomac Valley Audubon Society.

Letter received from Public Service Commission regarding E-911 fees in the amount of \$167,175.20.

County Commissioners Association of West Virginia's registration information received for the January 22-24, 2012 Legislative Association Meeting and Training Series Program.

Article concerning "Changes to public benefits take effect on July 1, 2012" received from the West Virginia Association on Counties.

The weekly settlement report for Charles Town Races and Slots for the week ending December 24, 2011 received from the West Virginia Lottery.

Letter of reflection received from the Eastern Panhandle Free Clinic.

Note of appreciation received from the staff of the Berkeley/Jefferson Day Report Center.

Article regarding changes to PEIA received from the West Virginia Association of Counties.

**Letter received from the United States Department of the Interior regarding Proposed Facilities Maintenance and Upgrading Activities U.S. Geological Survey Leetown Science Center, Kearneysville, WV Compliance with the National Environmental Policy Act.**

**Notice of Increase of Motor Fuel Exercise Tax and Motor Carrier Road Tax received.**

**Letter received from Blue Ridge Mountain Volunteer Fire Company regarding the 2012 officers.**

**The December 2011 West Virginia Ethics Reporter received from the West Virginia Ethics Commission.**

**The December 2011 Commissioner's Corner received from the County Commissioners' Association of West Virginia.**

***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.***