

6. 11:00 a.m. Paul Shroyer, Finance Director
– AS/400 Security Policy - Discussion/Action

UNFINISHED BUSINESS:

7. 11:30 a.m. Reorganization Topics
 - Possible Executive Session regarding personnel matters regarding reorganization §6-9A-4 (FM) - Discussion/Action
 - Review and possible action on Tim Boyde’s exit memo regarding Restructuring County Government (DM) - Discussion/Action
 - Move that the Capital Planning and Impact Fee Department be eliminated, and the position of director be abolished, and the functions of the director be addressed under a contractual agreement on an as needed basis. Further, that the assistant director in charge of impact fee collection and her duties be shifted to the Engineering Department. Lastly, the IT personnel would report to the Finance Director and continue to provide onsite technical support (DM) - Discussion/Action
 - Discussion of proposed reorganization options (LW) - Discussion/Action
 - ▶ Add Grants Management to Department of Capital Planning and Management (LW)
 - ▶ Expand role of Capital Planning and Management in terms of preparing an Annual Capital Improvement Plan for review and discussion by the County Commission (LW)
 - ▶ Add stewardship of the environment to the Department of Engineering and rename it to Department of Engineering and Watershed Protection (LW)
 - ▶ Explore option of civil counsel being directly under County Commission (LW)

NEW BUSINESS:

8. Add to the discussion of a capital improvement plan the feasibility of purchasing the Briel Building to address some of the county space needs (PN) - Discussion/Action
9. Approval of fill-in Deputies for Jefferson County Sheriff’s Office while current deputies are on active duty with the Guard/Reserves/Coast Guard - William Carper and Robbie Roberts - Discussion/Action
10. Discussion on the process of hiring a County Administrator (PN) - Discussion/Action
11. Legislative Updates

COUNTY ADMINISTRATOR REPORTS

COUNTY COMMISSION REPORTS

12. Break for Lunch

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

13. 1:30 p.m. Board of Review and Equalization

14. ADJOURN

CORRESPONDENCE:

Jefferson County offices will be closed on Monday, February 20, 2012 in observance of President's Day.

Memorandum received from Roger Goodwin, Chief County Engineer concerning a construction bond(s) and security for Sur-Loc Flooring Systems, LLC (File #S11-10).

Notice of Jefferson County Offices being closed on Monday, February 20, 2012 in observance of President's Day.

Invitation to the Workshop offerings at West Virginia Association of Counties Annual Meeting and Valentine's Day Luncheon on Sunday, February 13, 2012 at 3:00 p.m.

Letter received from the Maryland Transit Authority regarding proposed changes by the Maryland Transit Administration to the Marc Brunswick Line schedule.

The County Line Newsletter was received from the West Virginia Association of Counties.

January 2012 Impact Fee Status Report received.

National Association of Counties, Healthy Counties, Healthy Families booklet received.

Jefferson County Public Service District January 3, 2012 regular board meeting minutes received.

The weekly settlement report for Charles Town Races and Slots for the week ending February 4, 2012 received from the West Virginia Lottery.

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.