

**AGENDA  
JEFFERSON COUNTY COMMISSION  
THURSDAY, MARCH 22, 2012  
9:30 A.M.**

County Commission Meeting Room  
located at the Old Charles Town Library  
200 E. Washington Street, Charles Town, WV

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**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  
- Exonerations - Discussion/Action**
  
- 2. 10:00 a.m. Resolutions  
- Appreciation for Arnold W. Daily, Jr. for serving 15 years on the Jefferson County Planning Commission -Discussion/Action  
- Resolution authorizing participation in the Eastern Panhandle HOME Consortium of West Virginia - Discussion/Action**
  
- 3. 10:30 a.m. Break**
  
- 4. 10:45 a.m. Paul Shroyer, Director of Financial Management  
- Assessor budget - acknowledgment of the Valuation Fund - Discussion/Action  
- Authorized the creation of a Capital Outlay Budget - Discussion/Action  
- OPEB - Discussion/Action**
  
- 5. 11:00 a.m. Stephanie Grove, Assistant Prosecutor  
-Teen Court Order to establish a segregated account and establish an effective date to begin the collection of fees for Teen court - Discussion/Action  
- Employment Agreement for Director of Capital Planning and Management, Executive Session Possible §6-9A-4 - Discussion/Action**

6. **11:15 a.m. Ralph Lorenzetti, Prosecuting Attorney**  
- Request a change in Classification and Compensation legal secretary to legal assistant - Discussion/Action
7. **11:30 a.m. Roger Goodwin, Chief County Engineer**  
- Bond reduction and/or release for RAI Properties, LLC - Lot 44 Burr Industrial Park/DMV Office Building (File #S04-15) - Letter of Credit #246 with the Bank of Charles Town, Charles Town, West Virginia - Discussion/Action

**NEW BUSINESS:**

8. **Discuss the County Commission meeting on Thursday, April 5, 2012 - Discussion/Action**
9. **Require that all contracts for \$10,000 or more be reviewed and re-bid at a minimum of once every 3 years (LW) -Discussion/Action**
10. **Appointment of John Reisenweber to the Eastern Panhandle Regional Planning and Development Council (Region 9) for an unexpired term ending June 30, 2012 - Discussion/Action**
11. **Appointment of a County Commissioner as a liaison to the Teen Court Advisory Council - Discussion/Action**
12. **Approval of Grant Contract, Resolution and Letter of Agreement for the Animal Welfare Society in the amount of \$25,000 - Discussion/Action**
13. **Ratify the signing of the Letter of Support for the City of Ranson, WV's DOT TIGER IV Application - Action**
14. **Legislative Update**

**COUNTY ADMINISTRATOR REPORTS**

**COUNTY COMMISSION REPORTS**

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

15. 7:00 p.m. Public Hearing  
-The purpose of the Public Hearing is to approve the Levy Estimate for Fiscal Year 2013. Also at this public hearing, the Commission will receive public comment concerning the County's budget - Discussion/Action
16. Approval of the Fiscal Year 2013 Budget ending June 30, 2013 - Discussion/Action
17. ADJOURN

**CORRESPONDENCE:**

The Statewide Transportation Improvement Program (STIP) received from the West Virginia Department of Transportation.

Letter of announcement for the first annual County Commissioner's Association of West Virginia County Government Essay Contest received from the County Commissioner's Association of West Virginia.

Notice of a Loudoun County Planning Commission Public Hearing on Wednesday, March 28, 2012 concerning the Comprehensive Plan Amendment.

Notice received from the City of Bluefield concerning a \$600,000 grant from FTA (Section 5309) for environmental and design and engineering work.

Weekly Settlement report for Hollywood Casino at Charles Town Races and Slots for week ending March 10, 2012 received from West Virginia Lottery.

Notice of interviews and appointments scheduled for Thursday, March 29, 2012 for the Development Authority for (5) three year terms ending April 5, 2015.

*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.*