

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, JUNE 14, 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

APPROVAL OF MINUTES

APPROVAL OF PURCHASE ORDERS

APPROVAL OF ACCOUNTS PAYABLE

PUBLIC COMMENT

PRESENTATIONS:

1. **9:45 a.m.** **Sergeant Jeffery Quinn, United States Army**
 - Presentation of West Virginia State Flag that was flown on an aircraft during combat in Afghanistan - Discussion/Action

2. **10:00 a.m.** **Barbara Miller, Director of Homeland Security and Emergency Management**
 - Presentation of the FEMA (Federal Emergency Management Agency) Community Rating System of the National Flood Insurance Program. This presentation will be by: Kevin Sneed and Robin Mumford of WVDHDEM - Discussion/Action
 - Jefferson County All Hazards Risk Assessment and Mitigation Plan - Discussion/Action

3. **10:30 a.m.** **Break**

4. **10:45 a.m.** **Paul Shroyer, Financial Director**
 - Approval of Internal Budget Revisions #1018 - #1024 - Discussion/Action
 - Capital Outlay Fund Summary of Expenditures for the period 7/1/11 - 6/6/12 - Discussion
 - RCS Expenditures - Discussion

5. **11:00 a.m. Roger Goodwin, Chief County Engineer**
 - Bond reduction and/or release for a complete release of the Construction Bond security for Summit Point Automotive Research Center, LLC - StaSIS Grading Plan (File #S10-08) Cash in Escrow with the Bank of Charles Town, Charles Town, West Virginia - Discussion/Action
 - Complete release of the Construction Bond Security for McDonald's Corporation - Lot 2 Maddox Square Shopping Center (File #S11-18) Performance Bond No.404002723 with Safeco Insurance Company of America, Seattle, Washington - Discussion/Action
 - Partial release of the Construction Bond security for Summit Point Automotive Research Center LLC - Summit Point Tactical Training Center, Phase II (File #S11-11) - Letter of Credit #313 with the Bank of Charles Town, Charles Town, West Virginia - Discussion/Action

6. **11:15 a.m. C. Mark Hofe, Chief Probation Officer 23rd Judicial Circuit**
 - Request the Commission to purchase tables and chairs for the Juvenile Drug Court - Discussion/Action

UNFINISHED BUSINESS:

7. **Approval of County Commission priorities and projects - Discussion/Action**

8. **County Administrator job description /Recruitment announcement - Discussion/Action**

NEW BUSINESS:

9. **Approval of Grant Contract Agreement for Victims of Crime Act \$59,381 - Discussion/Action**

DEPARTMENTS, BOARDS, COMMISSIONS AND AGENCY WRITTEN REPORTS

- **Todd Fagan. GIS Director - Quarterly Report**

COUNTY ADMINISTRATOR REPORTS

COUNTY COMMISSION REPORTS

10. **Break for Lunch**

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

**11. 7:00 p.m. Public Hearing for public input for the following:**

The Jefferson County Commission has scheduled a public hearing on a Zoning Map Amendment (Rezoning) for property designated as Tax District: Harpers Ferry, Map: 9-2, Parcel: 58. This property is located on the south side of Route 340 (William L. Wilson Freeway) and to the east side of Route 27/2 (Alstadt's Hill Road) and is a total of 8.98 acres. This property is currently zoned Residential Growth and a request has been made by the owner, Gene Capriotti to change the zoning to Residential/Light Industrial/Commercial.

**12. ADJOURN**

**CORRESPONDENCE:**

Reminder that County offices will be closed on Wednesday, June 20, 2012 in observance of West Virginia Day.

Reminder of a Public Hearing on Thursday, June 21, 2012 at 7:00 p.m. in the Count Commission Meeting room concerning the Draft Impact Fee Ordinance.

City of Charles Town postcard of upcoming events received.

West Virginia Ethics Reporter May issue received from the West Virginia Ethics Commission.

Oaths of Office received on behalf of the Jefferson County Sheriff's Department for Dakota White, Paul Hale, Glen Kincaid, Wayne Gambrell and Allen Frazee.

Copy of a letter sent to Glen Litsinger, Deputy Director for Maryland Transit Administration.

Minutes from the Jefferson County Public Service District Board meeting on May 5, 2012 received.

**Weekly Settlement for Hollywood Casinos at Charles Town Races and Slot received for week ending June 2, 2012 received from the West Virginia Lottery.**

**Article of Interest in the Charleston Gazette concerning Counties get coal methane payments received from the West Virginia Association of Counties.**

**Impact Fee Status Report for May 2012 received from the Office of Impact Fees.**

**Correspondence received from Earl L. Jackson, Jr. regarding the public hearing held on May 31, 2012.**

***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.***