

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, SEPTEMBER 27, 2012
9:30 A.M.

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

REVISED 9/25/12 at 11:11 am

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. **UNFINISHED BUSINESS:**

Review & Revision to the Agenda Policy - Discussion/Action

3. 10:15 a.m. Robert Shirley, Sheriff
- Approval to hire a replacement Crossing Guard for Shepherdstown Elementary - Discussion/Action
- Approval to hire a Tax Deputy - Discussion/Action

4. 10:30 a.m. Jennifer Maghan, County Clerk
- Approval of Financial Statement for publication - Discussion/Action

5. 10:45 a.m. **Break**

6. 11:00 a.m. Members of the Sheridan Unit Owners Association, Inc.
- Concerns about the status of the existing bond agreement between Sheridan LLC and the County Commission of Jefferson County, dated 9/22/03 - Discussion/Action

7. 11:15 a.m. Ed Hannon and Doug Pittinger, Director of Emergency Services Agency
- Update on hiring of three positions for the Emergency Services Agency - Discussion
8. 11:30 a.m. Mary Newlin, Juvenile Drug Court
- Request for \$1,500 to assist with the nutritional program for the Juvenile Drug Court - Discussion/Action
9. 11:40 a.m. Jennifer Brockman, Director of Planning and Zoning
- Approval to hire a 2-year full-time temporary Comprehensive Plan Planner position - Discussion/Action

NEW BUSINESS:

10. Discussion to have Commission consider changing meeting days to the first and third Thursday of the month verses every Thursday (PN) - Discussion/Action
11. Approval to advertise for a replacement Administrative Assistant in the County Commission office - Discussion/Action

FINANCIAL DIRECTORS REPORT

- Approval of Budget Revision #7 - Discussion/Action

COUNTY ADMINISTRATOR REPORTS

- Retiree Health Care, Possible Executive Session 6-9A-4 - Discussion/Action

COUNTY COMMISSION REPORTS

12. **ADJOURN**

CORRESPONDENCE:

Invitation to Meet and Converse with Jefferson County Commission at Skipper's Downtown Dips & Deli on September 27, 2012 between 5:00 p.m. - 7:00 p.m.

Reminder there is a Workshop on the US 340 Gateway Plan at 7:00 p.m. held by the Planning Department tonight, Thursday, September 27, 2012.

Reminder County Commission offices will be closed on Monday, October 8, 2012 in observance of Columbus Day.

Notice interviews and appointments will be held on Thursday, October 4, 2012 for the unexpired term ending June 30, 2017 for the Jefferson County Board of Health.

Invitation received from the Supreme Court of Appeals to the ribbon-cutting of the Administrative Office and Headquarters of the Business Court Division of West Virginia Circuit Courts on October 10th, 2012 at 5:30 p.m. at the Berkeley County Judicial Center.

Jefferson County 4-H Report received from the Extension Service of West Virginia University.

Invitation to the 5th Annual Tastes from Around the World on October 3, 2012 at 6:30 p.m. at the Bavarian Inn, Shepherdstown, WV 25443.

Weekly Settlement for Hollywood Casinos at Charles Town Races and Slot received for weeks ending September 15, 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.