

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, DECEMBER 6, 2012
9:30 A.M.

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

Revised 12/4/12 at 10:38 a.m.

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. Robert Shirley, Sheriff
- Approval to hire a Special Deputy/Trip Guard - Discussion/Action

2. 10:00 a.m. Roger Goodwin, Chief County Engineer
- Complete release of the Construction Bond security for Middleway Volunteer Fire Company, Inc. (File #S11-06) - Letter of Credit #314 with Bank of Charles Town - Discussion/Action
- Partial release of the Construction Bond security for Automated Merchandising Systems, Inc. - AMS Building Expansion (File #S12-05) - Cash-in-Escrow with United Bank - Discussion/Action
- Authorize Staff to call any Letter of Credits that are due that have been renewed by the close of business on Monday, January 7, 2012 - Discussion/Action

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

4. 10:45 a.m. Paul Shroyer, Finance Director
- Approval of Internal Budget Revision #107 - Discussion/Action
- Budget Analysis for the General County Fund for the month ending October 31, 2012 - Discussion/Action

5. 11:00 a.m. Patricia McMillan, City of Martinsburg HOME Administrator - Public Hearing on FY13 HOME Program
- Request the Commission approve Resolution renewing its participation in the Eastern Panhandle HOME Consortium of West Virginia for FY2013-2014 - Discussion/Action
6. 11:15 a.m. Stephanie Grove, Assistant Prosecuting Attorney
- Discussion of settlement negotiations in PSD Case # 12-0513, Possible Executive Session - Discussion/Action

UNFINISHED BUSINESS:

7. Discuss appointment to the Eastern Regional Airport Authority - Discussion/Action

NEW BUSINESS:

8. Approval of County Commission Meeting Room request from Jefferson County Schools for the purpose of a Due Process Hearing - Discussion/Action
9. Approval of Employment - Cynthia Schott, Administrative Assistant - Jefferson County Commission office

COUNTY ADMINISTRATOR REPORTS

- Briel Building/Liberty Building - Continuing negotiations, Possible Executive Session - Discussion/Action

COUNTY COMMISSION REPORTS

9. **ADJOURN**

CORRESPONDENCE:

Invite from Stacy Dugan of Morgan County Commission to attend a presentation on Tax Exonerations on Thursday, December 6, 2012 at 4:00 p.m.

Letter resigning from serving on the Harpers Ferry/Bolivar Public Service District received from Frank Donadio.

Weekly Settlement for Hollywood Casinos at Charles Town Races and Slot received for weeks ending November 17th & 24th, 2012 received from the West Virginia Lottery.

Letter received from Sarah Dore concerning the care her dog received at the Animal Control.

Minutes received from the Harpers Ferry/Bolivar Public Service District from April 2012 - October 2012.

Letter received from the County Council of Berkeley County regarding remitting Business and Occupation Taxes to the City of Martinsburg.

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.