

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, JANUARY 31, 2013
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

- January 17, 2013
- January 22, 2013
- January 24, 2013

APPROVAL OF PURCHASE ORDERS

APPROVAL OF ACCOUNTS PAYABLE

- January 24, 2013
- January 31, 2013

PUBLIC COMMENT

PRESENTATIONS:

1. 9:45 a.m. Cam Siegrist, Bowles Rice, LLP - Steve Groh, Assistant Prosecuting Attorney
- Resolution authorizing certain amendments to the original Trust Indenture and Loan Agreement, and the distribution of Remarketing Documents relating to bonds issued by Jefferson, Berkeley and Hardy counties in 2010 for WV Preservation Associates, LLC - Discussion/Action
- Legal Update on Shirley, Forman and Palmer Issue Discussion/Action
2. 10:00 a.m. Angie Banks, Assessor
- Exonerations - Discussion/Action
3. 10:10 a.m. Laura Storm, Circuit Clerk - Debbie Keyser, County Administrator
- Hiring of a Full - Time Deputy Clerk - Discussion/Action
4. 10:20 a.m. Roger Goodwin, Chief County Engineer
- Engineering Department Personnel - Permits Technician Vacant Position - Discussion/Action
5. 10:30 a.m. **Break**

6. 11:00 a.m. Paul Shroyer, Financial Director
- Budget Work Session - Discussion/Action

UNFINISHED BUSINESS:

7. Discussion of Process for filling Sheriff Vacancy - Discussion/Action

NEW BUSINESS:

8. Discussion on potential Commission meetings being held on the 5th Thursday, if applicable
- Discussion/Action
9. Request approval of Promotional Appointment as Supervising Public Safety Dispatcher -
James P. Hayden - Discussion/Action

COUNTY ADMINISTRATOR REPORTS

- Discussion on renewing WV Code Books verses online usage - Discussion/Action
- Commission Top Project Listing - Discussion/Action
- Briel Building, Possible Executive Session - Discussion/Action
- Commission Staff Cross Training - Possible Executive Session - Discussion/Action

COUNTY COMMISSION REPORTS

10. Recess

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

11. 7:00 p.m. Public Hearing
- Notice of Public Hearing scheduled Thursday, January 31, 2013 at on Zoning Map Amendment (Rezoning) for property designated as Tax District: Harpers Ferry, Map:7, Parcel: 18. This property is located on the south side of US Route 340 on Campground Road approximately a half mile east of its intersection with Old Taylor Lane and is a total of 3.94 acres. This property is currently zoned Residential Growth and a request has been made by the owners, the Aitcheson Family Trust and Federica Adkinson, to change the zoning to Residential/light Industrial/Commercial.

12. **ADJOURN**

CORRESPONDENCE:

Notice County Commission to convene as Board of Review and Equalization on Wednesday, January 30, 2013 at 1:30 p.m, Tuesday, February 5, 2013 at 1:30 p.m., Thursday, February 7, 2013 at 1:30 p.m. and Tuesday, February 8, 2013 at 1:30 p.m at the County Courthouse.

Letter received from Potomac Valley Audubon Society concerning Jefferson Asphalt, Inc.

Weekly Settlement for Hollywood Casinos at Charles Town Races and Slot received for weeks ending January 12th & 19th, 2013 received from the West Virginia Lottery.

Letter received from the Convention and Visitors Bureau concerning possible rezoning of a parcel of land.

Email received from Ronda Lehman concerning Jefferson Asphalt, Inc.

Letters received from the Nature Conservancy concerning Jefferson Asphalt, Inc.

Email received from Mayor Peggy Smith and Ed Smith concerning the vacant Sheriff position.

Letter received from State of West Virginia Office of the State Auditor concerning the audit report for the Municipality of Harpers Ferry for the fiscal year ended June 30, 2012.

Letter received from Shenandoah Valley Chapter #313 Korean War Veterans Association concerning the process of building a Korean War Veterans Memorial in the Jim Barnett Park in Winchester, VA and donation request.

Brochure on the Old Opera House 2013 season.

Invitation to an Open House in appreciation to Jane Tabb at the West Virginia Extension Office on January 31, 2013 at 4:30 p.m.

Memorandum received from the Eastern Panhandle Conservation District concerning an inspection of the Evitts Run Channel on April 4, 2013.

Letter received from Comcast concerning price adjustments.

Letter received from Ripon Lodge Farm concerning Jefferson Asphalt, Inc.

Letter received from West Virginia University Extension Service concerning a committee meeting scheduled for January 31, 2013 beginning at 6:30 p.m.

Letter received from West Virginia Lottery concerning an overpayment of \$14,505.92.

Letter received from the Division of Natural Resources concerning Harewood Marsh.

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.