

**AGENDA**  
**JEFFERSON COUNTY COMMISSION**  
**THURSDAY, JUNE 13, 2013**  
**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**

- Regular meeting minutes -June 6, 2013

**APPROVAL OF PURCHASE ORDERS**

- June 13, 2013

**APPROVAL OF ACCOUNTS PAYABLE**

- June 13, 2013

**PUBLIC COMMENT**

**PRESENTATIONS:**

1. 9:45 a.m. Laura Storm, Circuit Clerk  
- Approve the hiring of Morgan Creamer for a part-time position in the Circuit Clerks office, beginning June 25, 2013 - Discussion/Action
2. 9:55 a.m. Jeffrey Polczynski, ENP - Director of Communications  
- Request appointments for a new part-time program and request the approval to employ Casey Charles, Sherry Puckett, Pamela Dorsey and Julie Lipscomb as part-time Public Safety Dispatcher I - Discussion/Action
3. 10:00 a.m. Stephanie Grove, Prosecuting Attorney  
- Ratification of formal order denying Manning Petition for Incorporation - Discussion/Action  
- Presentation of First Energy Resolution for possible adoption  
- Discussion/Action
4. 10:35 a.m. Pete Dougherty, Sheriff  
West Virginia Sesquicentennial presentation - Discussion/Action
5. 10:45 a.m. BREAK

6. 11:00 a.m. Pete Dougherty, Sheriff  
Swearing in of Special Deputies
7. 11:15 a.m. Executive Session Employee Performance Review - Discussion /Action

#### **NEW BUSINESS**

8. Adopt Resolution by MVB Bank, Inc. to qualify as County Depository for the Fiscal Year ending June 30, 2014 - Discussion/Action

#### **FINANCIAL DIRECTOR REPORTS:**

- Approval of Internal Budget Revision #118 - Law Enforcement - Discussion/Action
- Approval of Internal Budget Revision #119 - Animal Control - Discussion/Action
- Approval of Internal Budget Revision # 120 - Courthouse - Discussion/Action
- Approval of Internal Budget Revision # 121 - Other Buildings - Discussion/Action
- Approval of Internal Budget Revision # 122 - Central Garage - Discussion/Action
- Approval of State Budget Revision # 3 - Coal Severance FY2013 - Discussion/Action
- Approval of State Budget Revision # 11 - General Fund - Discussion/Action

#### **COUNTY ADMINISTRATOR REPORTS:**

- Vote on consensus from the June 6, 2013 meeting, for moving forward to obtain a \$4,000 grant by Homeland Security and Emergency Management - Discussion/Action

#### **COUNTY COMMISSION REPORTS**

#### **CORRESPONDENCE:**

Notice of office closing on June 20, 2014 for West Virginia Day.

Notice of County Commission June 20<sup>th</sup> meeting rescheduled for June 27<sup>th</sup>.

Brochure for Farm Day - Saturday, June 15, 2013.

Letter of interest from David L. Marshall to serve on the Jefferson County Development Authority Board.

Letter from Glen B. Gainer III, State Auditor announcing the State Auditor's in-service training program for County Commissioners, August 6, 2013.

Letter from the Public Service Commission regarding billing issues for customers with FirstEnergy.

Jefferson County Public Service District Regular Board Meeting Minutes, May 6, 2013.

**Memorandum from Roger Goodwin, Chief Engineer, regarding Summit Point Automotive Research Center, LLC (SPARC, LLC) - Jefferson Circuit Expansion - File #S13-02.**

**Press Release from Harpers Ferry Foundation regarding "Visit Harpers Ferry - Bolivar Smartphone App."**

**The West Virginia Association of Counties, The County Line Newsletter - May 2013, Number 203.**

**The View Newsletter, Summer 2013 - Harpers Ferry Historical Association.**

**IMPACT - Hospice of the Panhandle Newsletter, Issue 3: Spring 2013.**

**Potomac Valley Audubon Society - Valley Views Newsletter, Volume 31, Issue 9 - June 2013.**

**WV Lottery Weekly Settlement for Charles Town - Week ending June 7, 2013.**

***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.***