

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, NOVEMBER 18, 2010
10:30 A.M.

Old Charles Town Library Meeting Room
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

COUNTY ADMINISTRATOR REPORTS

COUNTY COMMISSION REPORTS

PRESENTATIONS:

1. 11:00 a.m. Angela Banks, Assessor - Exonerations
2. 11:15 a.m. Jennifer Maghan, County Clerk's Report
3. 11:30 a.m. Lynn Fields and Karen Olden - Probate Office
 - Petition of Attorney Mary Binns-Davis to Resign as Administratrix of the Estate of William E. Farrell, Deceased and Appointment of Mrs. Farrell as Administratrix of the Estate. Discussion/Action
 - Petition for Removal of Executor, Mickey D. Duncan, from the Administration of the Estate of Francis D. Duncan, for an accounting, and for the appointment of Patricia Mauck, Diane Pulse, and Gale Hill as Co-Administratrixes CTA - Discussion/Action
4. 11:45 a.m. Legal Update - Stephanie Grove, Prosecuting Attorney
 - Brad Stephens - Executive Session possible to discuss PATH Discussion/Action
 - Allocation of Funds to hire PATH expert - Discussion/Action

5. 12:00 p.m. Jim Taylor - Briggs Animal Adoption Center
 - Briggs Adoption Center
 - Animal overpopulation in JC
 - Human Education

NEW BUSINESS:

6. Purchase of Cement Mill Property to Hold in Trust prior to transfer to National Park Service (JS) - Discussion/Action
7. Jeff Polczynski, Director of Communications and GIS/Addressing Office
 - Request for Approval of Employment - Executive Administrative Assistant III - Discussion/Action

————— AFTERNOON SESSION —————

8. 1:30 p.m. Interviews and Appointments
 - Water Advisory Committee
 - Jefferson County Building Commission
9. 1:45 p.m. Mark Schiavone - Request for Approval of Revision 002 to the Coal Severance Fund (Fund 002) & draft Resolution- Discussion/Action
10. 2:00 p.m. Roger Goodwin, County Chief Engineer
 - Hospice of the Panhandle - Request for waiver of permit fees for two buildings to be constructed on its property in Jefferson County - Discussion/Action
 - Complete Bond Release - Spark - Discussion/Action

CORRESPONDENCE:

Thank You Note from Meals on Wheels.

Memorandum from Roger Goodwin, Chief Engineer regarding Linda W. Case/Craftworks at Cool Spring.

Potomac Valley Audubon Society "Valley Views" Newsletter - November 2010 received.

Impact Fee Status Report - October 2010 received.

Memorandum - Mark Schiavone - Transfer of Funds from Office of Impact Fees General Account to Sheriff's School Impact Fee Account received.

Memorandum - Mark Schiavone - Transfer of Funds from Office of Impact Fees General Account

to Sheriff's Law Enforcement Impact Fee Account received.

Memorandum - Mark Schiavone - Transfer of Funds from Office of Impact Fees General Account to Sheriff's Parks & Recreation Impact Fee Account received.

Memorandum - Mark Schiavone - Transfer of Funds from Office of Impact Fees General Account to Sheriff's Fire & EMS Impact Fee Account received.

Memorandum received from Roger Goodwin, Chief County Engineer regarding bonds and security for the Summit Point Automotive Research Center, LLC.

Oath of Office received regarding the reappointment of Brenda K. Engle to the Jefferson County Emergency Services Agency.

Oath of Office received regarding the appointment of Marty L. Freeman to the Jefferson County Emergency Services Agency.

Oath of Office received regarding the reappointment of Paul Rosa to the Jefferson County Emergency Services Agency.

Letter from Friends of the Blue Ridge Mountains regarding Selection of the Jefferson County Planning Commission for their "Friend of the Mountain" Award.

Good Shepherd Caregivers - "Neighbor to Neighbor" newsletter - Fall 2010 received.

Video Lottery Report 07-01-10 through 10-30-10

Advertisement for Publication for one unexpired term on the Jefferson County Building Commission

ANNOUNCEMENTS:

"Clean Your Car Against Family Violence" - Community Alternatives to Violence Car Wash coupons for the Charles Town Auto Wash

Presentation by Dr. Jim Price - Dec. 6, 2010 - "Facts and Fables-Setting Shepherdstown History Straight"

REMINDER: Jefferson County Offices will be closed on November 25 and 26, 2010 in observance of Thanksgiving.

RECESS

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.

3

<p>Commission Office Use Only</p> <p>Date on Agenda: <u>11/18/10</u></p> <p>Appt Time or New Business: <u>1:45 pm</u></p>

AGENDA REQUEST FORM

Name: Lynn Fields and Karen Olden

Department or Entity: Probate Office

Estimation of amount of time needed for appointment: 20-30 minutes

Date Requested – 1st Choice: November 18th, 2010

Date Requested – 2nd Choice: December 2nd, 2010

If a specific date is needed, please provide reason for specific date:

Subject: **PETITION FOR REMOVAL OF EXECUTOR, MICKEY D. DUNCAN, FROM THE ADMINISTRATION OF THE ESTATE OF FRANCIS D. DUNCAN, FOR AN ACCOUNTING, AND FOR THE APPOINTMENT OF PATRICIA MAUCK, DIANE PULSE, AND GALE HILL AS CO-ADMINISTRATRIXES CTA**

Please provide the County Commission with a description of your request or presentation, including any background information: **Three of the heirs of Francis D. Duncan are requesting that Mickey Duncan be removed as administrator of the estate. According to their petition, Mr. Duncan has not filed any further paperwork after opening the estate in 2007.**

Recommended motion (Please type out the wording of the motion that you would like the Commission to approve): **The probate office remains neutral and defers to the County Commission and legal counsel in this matter, and we have no recommendations at this time.**

Attachments: **Copy of the petition, copy of notice of hearing**

File copies provided for Stephanie and/or Stephen.

NOTICE OF HEARING

Please take notice that a hearing will be held on Thursday, November 18th, 2010 at 11:30 AM, in the Charles Town Library meeting room located at 200 East Washington Street at the side entrance on Samuel Street in the city of Charles Town, by the Jefferson County Commission to hear the PETITION FOR REMOVAL OF EXECUTOR, MICKEY D. DUNCAN, FROM THE ADMINISTRATION OF THE ESTATE OF FRANCIS D. DUNCAN, FOR AN ACCOUNTING, AND FOR THE APPOINTMENT OF PATRICIA MAUCK, DIANE PULSE, AND GALE HILL AS CO-ADMINISTRATRIXES CTA.

All persons having an interest in said hearing or estate are invited to attend this meeting. For further information, please contact the Jefferson County Clerk's Office, Probate Office at 100 East Washington Street, Charles Town, WV 25414, or you may call at (304) 728-3210.

Spirit of Jefferson Advocate

November 10th, 2010

November 17th, 2010

BEFORE THE JEFFERSON COUNTY COMMISSION

In Re: The Estate of FRANCIS D. DUNCAN,

**PETITION FOR REMOVAL OF EXECUTOR,
MICKEY D. DUNCAN, FROM THE ADMINISTRATION
OF THE ESTATE OF FRANCIS D. DUNCAN, FOR AN
ACCOUNTING, AND FOR THE APPOINTMENT OF
PATRICIA MAUCK, DIANE PULSE AND GALE HILL AS CO-EXECUTORS**

COME NOW Patricia Mauck, Gale Hill and Diane Pulse, by counsel Richard E. Patrick and Patrick Henry LLP, and move this Court for an order pursuant to West Virginia Code 44-1-1, et seq.: (1) removing Mickey D. Duncan as Executor of the Estate of Francis D. Duncan; (2) requiring that Mickey D. Duncan provide a full accounting of the Estate of Francis D. Duncan upon his removal as Executor, and (3) appointing Patricia Mauck, Gale Hill and Diane Pulse as co-executors of the said Estate. In support thereof, the moving parties respectfully state as follows:

1. That the deceased, Francis D. Duncan, died with a will.
2. That Patricia Mauck, Gale Hill, Diane Pulse, Nancy Gray, Mickey D. Duncan, Ronald Mills and Michael D. Duncan are heirs and distributees of the decedent.
3. That Mickey D. Duncan was appointed as the executor of the Estate of Francis D. Duncan on or about the 26th day of June 2007.
4. That since his appointment, Mickey D. Duncan has failed to perform his duties as executor in the best interest of the estate by:
 - a. Failing to file appraisements or accountings;
 - b. Exhibiting undue delay in administering the estate;
 - c. Exhibiting personal hostility toward the other heirs and beneficiaries;
 - d. Failing to collect assets of the asset

- e. Failing to make distributions of personal property already in the names of specific the beneficiaries;
- f. Making selective distributions to selective beneficiaries;
- g. Engaging in other conduct detrimental to the interests of the estate and of the heirs and beneficiaries.

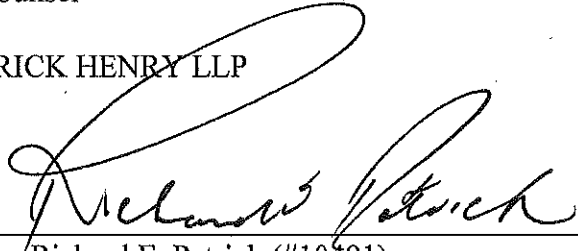
WHEREFORE, the moving parties believe and allege that Mickey D. Duncan should be removed as executor of the Estate of Francis D. Duncan as he is not acting in the best interest of the estate or of the heirs and distributees; that Mickey D. Duncan should be required to provide a full accounting of the Estate of Francis D. Duncan upon his removal as administrator; and that Patricia Mauck, Gale Hill and Diane Pulse should be appointed as co-executors of the Estate of Francis D. Duncan.

PATRICIA MAUCK
GALE HILL
DIANE PULSE

By Counsel

PATRICK HENRY LLP

By:



Richard E. Patrick (#10491)
PATRICK HENRY LLP
7619 Little River Turnpike, Suite 340
Annandale, Virginia 22003
(703) 256-7754-Telephone
(703) 256-7883-Facsimile
rpatrick@patrickhenry.net

BEFORE THE JEFFERSON COUNTY COMMISSION

In Re: The Estate of FRANCIS D. DUNCAN,

**PETITION FOR REMOVAL OF EXECUTOR, MICKEY D. DUNCAN
FROM THE ADMINISTRATION OF THE ESTATE OF FRANCIS D. DUNCAN,
FOR AN ACCOUNTING, AND FOR APPOINTMENT OF PATRICIA MAUCK,
DIANE PULSE AND GALE HILL AS EXECUTORS**

ORDER FILING PETITION AND SETTING HEARING

This ____ day of _____, 2010, came the Petitioners, Patricia Mauck, Gale Hill and Diane Pulse, by counsel, and tendered to the County Commission of Jefferson County, West Virginia, and asked leave to file their duly verified Petition for Removal of Administrator, which said petition is hereby ORDERED filed.

It appearing to the Commission from the allegations set forth in the Petition that the Petitioners are entitled to a hearing upon the matters contained therein, that a hearing in this matter shall be had before the County Commission of Jefferson County, West Virginia, on the _____ day of _____, 2010, at ____ o'clock ____ .m. at the Jefferson County Commission, Jefferson County Courthouse, 100 East Washington Street, Charles Town, West Virginia.

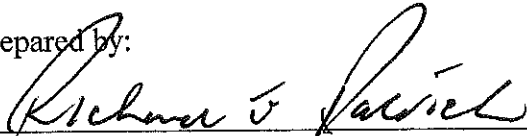
It is further ORDERED that service of an attested copy of this Order, together with a copy of the Petition filed herein upon the Executor, Mickey D. Duncan, P.O. Box 29, Shenandoah Junction, WV 25442, shall be sufficient notice of the time, place and purpose of the hearing to be had and of the fact that he be required to appear and present any just defense which he may have to the matters contained in the Petition, and

It is further ORDERED that service of an attested copy of this Order, together with a copy of the Petition filed herein, be made upon Nancy Gray, 1578 Flowing Springs Road, Charles Town, WV 25414; Ronald Mills, 104 E. Cooke Street, Ranson, WV 25438; and Michael D. Duncan, 5104 Shepherdstown Pike, Shenandoah Junction, WV 25442. Such service shall be sufficient notice of the time, place and purpose of the hearing to be had, so that they may appear in person to protect their rights.

ENTERED

COMMISSIONER FOR THE
JEFFERSON COUNTY COMMISSION

Prepared by:



Richard E. Patrick, Counsel for Petitioners

11/18/10
1:30 pm

#3

AGENDA REQUEST FORM

Name: Lynn Fields and Karen Olden

Department or Entity: Probate Office

Estimation of amount of time needed for appointment: 20-30 minutes

Date Requested – 1st Choice: November 18th, 2010

Date Requested – 2nd Choice: December 2nd, 2010

If a specific date is needed, please provide reason for specific date:

Subject: *Petition of Mary Binns-Davis to resign as Administratrix of the Estate of William E. Farrell, deceased.*

Please provide the County Commission with a description of your request or presentation, including any background information: *Mrs. Binns Davis was retained by the widow of Mr. Farrell to qualify as Administratrix of the estate. Mrs. Farrell has conferred with Mrs. Binns-Davis and decided that she would like to take over control of the estate. She will be present on the day of the hearing with legal counsel.*

Recommended motion (Please type out the wording of the motion that you would like the Commission to approve): *The probate office would recommend approval of the petition of Mrs. Binns-Davis to resign as Administratrix of the estate of William E. Farrell, and approval of Mrs. Farrell to become Administratrix of the estate.*

Attachments: *Proposed petition, Hearing announcement from Spirit of Jefferson Advocate*

File copies are attached for review by Stephen or Stephanie prior to the hearing.

IN THE COUNTY COMMISSION OF JEFFERSON COUNTY, WEST VIRGINIA

IN RE:

THE ESTATE OF WILLIAM E. FARRELL

PETITION TO RESIGN AS FIDUCIARY

COMES NOW the Petitioner, Mary Binns-Davis, Administratrix of the Estate of William E. Farrell and pursuant to West Virginia Code §44-3-7, hereby files this Petition to Resign as Fiduciary. In support of her Petition, the Petitioner states as follows:

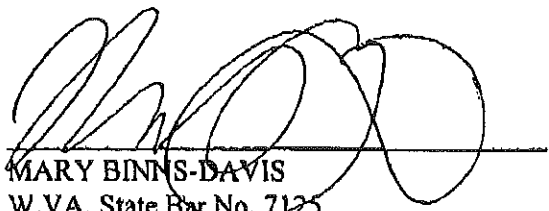
1. On March 17, 2010, the Petitioner was qualified as the Administratrix of the Estate of William E. Farrell.
2. Margaret Farrell, the deceased spouse, is the only individual, so far known by the Petitioner, to have an interest in the estate in the Petitioner's hands or under the Petitioner's control, and to which the Petitioner's duties to as such fiduciary relate.
3. None of the individuals so far know to have an interest in the estate of the Petitioner are under disability; however, Margaret Farrell is a non-residents of the State of West Virginia with a residence address of 10505 Cedarville Road, Brandwine, Maryland.
4. That the Appraisalment of the Estate as been filed in the Jefferson County Probate Office.
5. That the Petitioner desires to resign as Fiduciary of the Estate of William E. Farrell.

6. That the probate estate consists almost entirely of the proceeds of a lawsuit.
7. That the attorney handling the lawsuit for Margaret Farrell and Margaret Farrell desire to take over the Administration of the estate in the Petitioner's hands to maximize recovery for Margaret Farrell and avoid time delay associated with having another lawyer sign necessary releases.
8. That the Estate of William E. Farrell will suffer no prejudice or loss if the Petitioner resigns and Margaret Farrell is appointed as the Administratrix of the Estate of William E. Farrell.
9. That Petitioner is unaware of any reason why Margaret Farrell would be unable to qualify as Administratrix.

WHEREFORE the Petitioner respectfully requests that she be permitted to resign as Fiduciary in the Estate of William E. Farrell.

Respectfully submitted,

Petitioner
MARY BINNS-DAVIS



MARY BINNS-DAVIS
W.VA. State Bar No. 7125
McNeer, Highland, McMunn and Varner, L.C.
275 Aikens Center
Post Office Box 2509
Martinsburg, West Virginia 25402-2509
(304) 264-4621/Telephone
(304) 264-8623/Facsimile

NOTICE OF HEARING

Please take notice that a hearing will be held on Thursday, November 18th, 2010 at 11:00 AM, in the Charles Town Library meeting room located at 200 East Washington Street at the side entrance on Samuel Street in the city of Charles Town, by the Jefferson County Commission to hear the PETITION OF RESIGNATION OF ADMINISTRATRIX FOR THE ESTATE OF WILLIAM E. FARRELL, deceased.

All persons having an interest in said hearing or estate are invited to attend this meeting. For further information, please contact the Jefferson County Clerk's Office, Probate Office at 100 East Washington Street, Charles Town, WV 25414, or you may call at (304) 728-3210.

Spirit of Jefferson Advocate

November 10th, 2010

November 17th, 2010

Commission Office Use Only
 Date on Agenda: 11/18/10
 Appt Time or New Business: 11:45am

AGENDA REQUEST FORM

Name: Lauren

Department or Entity: Prosecutors Office

Estimation of amount of time needed for appointment: 20 min.

Date Requested - 1st Choice: Nov. 18, 2010

Date Requested - 2nd Choice: _____

If a specific date is needed, please provide reason for specific date:

- scheduled with Brad Stephens, so he has made arrangements to appear. Commission knew of this date previously.

Subject:

PATH

Please provide the County Commission with a description of your request or presentation, including any background information:

- an update to the Commission on the PATH case & discuss possible strategies to continue forward with this case; this update may require an executive session.

Recommended motion (Please type out the wording of the motion that you would like the Commission to approve):

(no motion made at this meeting; just an update)

Attachments:

Commission Office Use Only	
Date on Agenda:	11/18/10
Appt Time or New Business:	11:45am

AGENDA REQUEST FORM

Name: Lauren

Department or Entity: Prosecutors office

Estimation of amount of time needed for appointment: 20 min.

Date Requested - 1st Choice: Nov. 18, 2010

Date Requested - 2nd Choice: _____

If a specific date is needed, please provide reason for specific date:

- Brad Stephens will already be present for the update on PATH. So use full time to cover both subjects.

Subject:

- expert in PATH case

Please provide the County Commission with a description of your request or presentation, including any background information:

- it is beginning to show that it would be highly beneficial in the PATH case to retain an expert for further guidance.

Recommended motion (Please type out the wording of the motion that you would like the Commission to approve):

Motion for allocation of funds to hire an expert in the PATH case.

Attachments:

<p>Commission Office Use Only</p> <p>Date on Agenda: 11/18/10</p> <p>Appt Time or New Business: 11:00 am</p>
--

AGENDA REQUEST FORM

Name: Jim Taylor

Department or Entity: Briggs Animal Adoption Center

Estimation of amount of time needed for appointment: 30 minutes

Date Requested – 1st Choice: 11-18-10

Date Requested – 2nd Choice: _____

If a specific date is needed, please provide reason for specific date:

Subject: **Presentation on the operation of Briggs Animal Adoption Center, animal overpopulation in Jefferson County and human education.**

Please provide the County Commission with a description of your request or presentation, including any background information:

Recommended motion (Please type out the wording of the motion that you would like the Commission to approve):

Attachments:

#6

<p>Commission Office Use Only</p> <p>Date on Agenda: <u>11/18/10</u></p> <p>Appt Time or New Business: <u>2:15 pm</u></p>

AGENDA REQUEST FORM

Name: Jim Surkamp

Department or Entity: Commissioner

Estimation of amount of time needed for appointment: 15 – 30 minutes

Date Requested – 1st Choice: 11-18-10

Date Requested – 2nd Choice: _____

If a specific date is needed, please provide reason for specific date:

Subject: **Purchase Cement Mill Property to be held in trust prior to transfer to National Park Service.**

Please provide the County Commission with a description of your request or presentation, including any background information: **Discussion/Action**

Recommended motion (Please type out the wording of the motion that you would like the Commission to approve):

Attachments:

<p>Commission Office Use Only</p> <p>Date on Agenda: 11/18/10</p> <p>Appt Time or New Business: 2:15pm</p>
--

AGENDA REQUEST FORM

Name: Jeff Polczynski

Department or Entity: GIS/Addressing Office

Estimation of amount of time needed for appointment: 10 minutes (appointment not necessary, New Business should suffice)

Date Requested – 1st Choice: 11/18/10

Date Requested – 2nd Choice: 12/2/10

If a specific date is needed, please provide reason for specific date: N/A

Subject: **Approval of Employment – Jefferson County GIS/Addressing Office - Executive Administrative Assistant III - Discussion/Action**

Please provide the County Commission with a description of your request or presentation, including any background information: **County Commission approved position to be filled on September 30th, 2010. Following advertisement of the vacant position, receipt of resumes and employment applications and subsequent applicant interviews, it is requested that the Commission approve applicant for permanent employment.**

Recommended motion (Please type out the wording of the motion that you would like the Commission to approve): **Move to approve applicant as Executive Administrative Assistant III in GIS Office as Full-Time, 70-hour, FLSA Exempt, Class III, Step A with a proposed automatic step increase to Step B pending satisfactory completion of 6-month probationary period, which will require no further Commission action at that time.**

Attachments: **Personnel Requisition Form**

8

<p>Commission Office Use Only</p> <p>Date on Agenda: <u>11/18/10</u></p> <p>Appt Time or New Business: <u>11:45 AM</u></p>
--

AGENDA REQUEST FORM

Name: Nichelle Hosby

Department or Entity: County Commission

Estimation of amount of time needed for appointment: 10 minutes

Date Requested – 1st Choice: 11-18-2010

Date Requested – 2nd Choice: _____

If a specific date is needed, please provide reason for specific date:

Subject: **Interviews and appointments to the Jefferson County Water Advisory Committee**

Please provide the County Commission with a description of your request or presentation, including any background information: **The Commission needs to appoint someone to the Water Advisory Committee for an unexpired term ending November 2, 2011.**

Recommended motion (Please type out the wording of the motion that you would like the Commission to approve): **Motion to appoint _____ to the WAC for an unexpired term ending January 31, 2012.**

Attachments:

Water Advisory Commission

Members Currently serving as of November 2010

Name	Address	Phone	Expiration
Roger Ethier	P.O. Box 1392 Shepherdstown, WV 25443	304-283-6196	1/31/2010
Larry Johnson	125 Burke St Martinsburg, WV 25401	304-267-9759	1/31/2010
Dick Latterell	PO Box 3609 Shepherdstown, WV 25443	304-876-6072	1/31/2010
Susan Lawton	P.O. Box 430 Charles Town, WV 25414	304-724-7143	1/31/2011
Dan Riss	PO Box 725 Harpers Ferry, WV 25425	304-535-2432	1/31/2011
Lee Snyder	270 Industrial Blvd. Kearneysville, WV 25430	304-725-3915	1/31/2012
Oscar Stine	7633 Flowing Springs Rd Shepherdstown, WV 25443	304-876-2009	1/31/2012
Jane Arnett	832 S. George St Charles Town, WV 25414	304-725-2316	1/31/2012
Robert K. Denton	19955 Highland Vista Dr. Suite 170 Ashburn, VA 20147	703-726-8030	1/31/2011
Patsy Noland	Jefferson County Commission	304-728-3284 304-261-7911	

Resigned member effective October 2010

Name	Address	Phone	Expiration
Ruth McQuade	63 Juniper Circle Shepherdstown, WV 25443	304-876-6619	1/31/2012

Interested Applicants effective November 2010

Name	Address	Phone	Attending
William Nowell	389 Shenadoah River Dr. Harpers Ferry, WV 25425	304-725-2440	YES

The Jefferson County Commission proposes to name persons to serve on the following Authorities, Boards, Commissions, or Committees on Thursday, November 18, 2010, or as soon thereafter as the Commission may decide:

Water Advisory Committee - One unexpired term ending January 31, 2012

Persons who may be interested in the above listed agency should submit a letter of interest and a resume or statement of qualifications to the Jefferson County Commission, P.O. Box 250, Charles Town, WV 25414, prior to the proposed date of appointment.

Additional information regarding these appointments may be obtained by calling the Commission Office at (304) 728-3284.

SPIRIT OF JEFFERSON:

PLEASE ADVERTISE ON:

October 28, 2010, November 4th & 11th, 2010

THANKS - JEFFERSON COUNTY COMMISSION

Nichelle Hosby

From: Sandy McDonald [sandy@jeffersoncountywv.org]
Sent: Tuesday, October 19, 2010 8:59 AM
To: Nichelle Hosby
Subject: Fw: Roth Macquade's Resignation and Replacement

----- Original Message -----

From: <patynol@frontiernet.net>
To: "McDonald, Sandy" <sandy@jeffersoncountywv.org>
Sent: Monday, October 18, 2010 9:55 PM
Subject: Fwd: Roth Macquade's Resignation and Replacement

Hi, Sandy,

We will need to replace Ruth McQuade on the WAC.

See Roger's e-mail to me below.

Thanks so much!

Patsy

----- Forwarded Message -----

From: "Roger Ethier" <engnerswobord@hotmail.com>
To: "Patsy Noland" <patynol@frontiernet.net>
Cc: "Ruth McQuade" <ramcquade@comcast.net>
Sent: Monday, October 18, 2010 6:17:53 PM
Subject: Roth Macquade's Resignation and Replacement

for Patsy..1. I have discussed with Ruth her absence at WAC meetings. She has advised me that her hours at work are prohibit her continued involvement on WAC..(As you are aware our limit of continued absences from monthly WAC Meetings is 4 while Ruth has missed the last 6 in a row). Therefore suggest that you ask Ruth to submit a letter of resignation for reasons of no fault of her own. 2. Also please notify the Commissioners that they need to select a replacement fopr her as soon as possible..Thanks..WAC Chair.

November 5, 2010

Jefferson County Commission
P.O Box 250
124 E. Washington Street
Charles Town, WV 25414

Sirs,

In response to the notice of intent to appoint published in the Spirit of Jefferson newspaper, I'd like to make known my interest for consideration of service on Water Advisory Committee, unexpired term ending January 31, 2012.

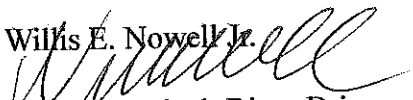
I have 13 years of professional work as a sanitarian and life experience as a Jefferson County resident for the greatest part of my adult life. I feel I can bring unique qualifications to address the acutely sensitive to the issues facing the future of potable water availability to my fellow citizens on the Blue Ridge Mountain as well as other locales.

My familiarity with the Blue Ridge, gained both from professional experience and a consequence of having lived on the "up there" for nearly 50 years, has given me a deep commitment to the protection of our precious surface and ground water resources. I am also aware of the special needs of County lands lying west of the Shenandoah river in the Great Limestone Valley.

My baccalaureate of science in Medical Technology provides a measure of knowledge that would be useful in evaluating the information the committee is charged with reviewing. Knowing both the magnitude of the challenges facing the County in the future and the medical consequences of a failure to act effectively provides me with the drive to act in the best interests of all our residents.

Thank you in advance for your consideration of my request.

Willis E. Nowell Jr.


889 Shenandoah River Drive
Harpers Ferry WV 25425 6021
(304) 725-2440
email: willis_nowell@shannondale.org

<p>Commission Office Use Only</p> <p>Date on Agenda: <u>11/18/10</u></p> <p>Appt Time or New Business: <u>11:45am</u></p>

AGENDA REQUEST FORM

Name: Nichelle Hosby

Department or Entity: County Commission

Estimation of amount of time needed for appointment: 5 minutes

Date Requested – 1st Choice: 11/18/2010

Date Requested – 2nd Choice: _____

If a specific date is needed, please provide reason for specific date:

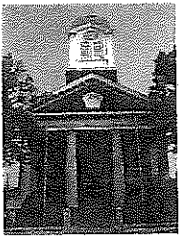
Subject: **Interview and Appointment to the Building Commission**

Please provide the County Commission with a description of your request or presentation, including any background information: **Appointment is needed to the Jefferson County Building Commission for an unexpiring term ending July 27, 2015.**

Recommended motion (Please type out the wording of the motion that you would like the Commission to approve): **Motion to approve the appointment of _____ to the Building Commission for an unexpiring term ending July 27, 2015.**

Attachments:

THE COUNTY COMMISSION OF JEFFERSON COUNTY



P.O. Box 250
124 East Washington Street
Charles Town, WV 25414



Phone: 304/728-3284

www.jeffersoncountywv.org

Fax: 304/725-7916

June 10, 2010

Marvin Pratt
230 Willis Drive
Shepherdstown, WV 25443

Dear Mr. Pratt:

Please be advised that your term on the Building Commission will expire on July 27, 2010. Until the County Commission has acted to appoint someone for another Five year term ending July 27, 2015, you are asked to remain serving.

The County Commission is in the process of advertising for this position as standard procedure. Please contact us in writing at your earliest convenience to let us know if you are or are not interested in being considered for another term. We will be making the appointments on Thursday, July 22, 2010 or as soon thereafter as the Commission may decide.

If you have any questions, please do not hesitate to contact me.

For the Commission,

Nichelle Hosby
Administrative Assistant

9

Commission Office Use Only	
Date on Agenda:	11/18/10
Appt Time or New Business:	1:45pm

AGENDA REQUEST FORM

Name: F. Mark Schiavone

Department or Entity: DCPM

Estimation of amount of time needed for appointment: 5 min

Date Requested – 1st Choice: 18 November 2010

Date Requested – 2nd Choice: _____

If a specific date is needed, please provide reason for specific date: Several invoices are now due or pending so timely approval of this revision is necessary to cover costs.

Subject: Approval of revision 002 to the Coal Severance Fund (Fund 002)

Please provide the County Commission with a description of your request or presentation, including any background information: This revision addresses several issues (1) refunding of photocopier maintenance agreement for Ag Agent, Movement of funds to cover costs associated with emergency replacement of network switches. Also to align funds in the event servers or other network devices require emergency replacement, (3) cover last year's and this years mental health billing for court system. This is a county responsibility-the costs are not covered by the court system.

Recommended motion (Please type out the wording of the motion that you would like the Commission to approve): Move to approve the resolution to amend the Coal Severance Fund.

Attachments: (1) Draft resolution, (2) SAO Request for Revision to Approved Budget, (3) detail worksheet.

RESOLUTION

At a regular session of the Jefferson County Commission, held 18th of November 2010, the following order was made and entered:

SUBJECT: The revision of the Coal Severance (Fund 002) Levy Estimate (Budget) for the County of Jefferson. The following resolution was offered:

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices, the county commission does hereby direct the budget be revised PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPROPRIATION CURRENTLY EXISTS, as shown on budget revision number 002, a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved by _____, and duly seconded by _____, the vote thereon was as follows:

_____	Yes
_____	Yes
_____	Yes
_____	Yes
_____	Yes

WHEREUPON, Lyn Widmyer, declared said resolution duly adopted, and it is therefore ADJUDGED and ORDERED that said resolution be, and the same is, hereby adopted as so stated above, and F. Mark Schiavone is authorized to fix his signature on the attached "Request for Revision to Approved Budget" to be sent to the State Auditor for approval.

Ora Ash, Director
 West Virginia State Auditor's Office
 200 West Main Street
 Clarksburg, WV 26302
 Phone: 627-2415 ext. 5114
 Fax: 627-2417

REQUEST FOR REVISION TO APPROVED BUDGET

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

CONTROL NUMBER

2011

FY

002

FUND

002

REV. NO.

1 OF 1

PG. OF NO.

JEFFERSON COUNTY COMMISSION

GOVERNMENT ENTITY

PO BOX 250 124 E. WASHINGTON STREET

STREET OR PO BOX

County

Government Type

Person To Contact Regarding

Budget Revision: F. Mark Schiavone

Phone: (304) 728-3337

Fax: (304) 724-2178

CHARLES TOWN

CITY

25414

ZIP CODE

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Revenues (ALL PAGES)

COUNTIES-TRANSFERS TO THE GENERAL FUND FROM OTHER FUNDS MUST HAVE PRIOR APPROVAL OF AUDITOR'S OFFICE

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
412	Agricultural Agent		2,800		2,800
428	Data Processing		50,000		50,000
800	Local Health Department		23,700		23,700
986	County Commission	425,296		76,500	348,796
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Expenditures

APPROVED BY THE STATE AUDITOR

BY: Director, Local Government Services Division Date

AUTHORIZED SIGNATURE OF ENTITY

APPROVAL DATE

Coal Severance Fund (002) Draft Budget

Account	Description	2009 Actual	2010 Budget	2010 Actual	2011 Request	REV001	PENDING
Revenues							
002-299-00-002	CS UNEMCUMB BAL BUDGETED	-	466,483	-		275,296	
002-305-TT-000	COAL SEVERANCE TAX	168,279	40,000	83,287	150,000	150,000	
002-365-II-000	CS INTEREST EARNED	11,499	-	3,529			
002-366-MM-000	MISCELLANEOUS REVENUE	-	-	-			
	TOTAL REVENUE	-	506,483	86,816	150,000	425,296	425,296
Expenditures							
002-401-02-223-000-GG-000	CO COMM PROF SERVICES	-	-	-			
002-401-02-230-000-GG-000	CO COMM CONTRACTED SRVCS	-	80,000	29,000			
002-401-04-459-000-GG-000	CO COMM CAP/OUTLAY-EQUIP	-	-	-			
002-401-05-566-000-GG-000	CO COMM TRANS TO FUNDS	-	113,483	21,000			
	TOTAL COUNTY COMM		193,483	50,000			
002-412-02-230-000-GG-000	AG AGT CONTRACTED SERVICE						2,800 /1
002-424-02-215-000-GG-000	CT HSE MAIN/REPAIR-BLDG	-	-	-			
002-425-04-457-000-GG-000	OTHR BLDGS CAP/OUTLAY	-	-	-			
002-428-03-341-000-GG-000	DATA PROC MATERIALS/SUPPLY						50,000 /2
002-431-05-568-000-GG-000	ECON DEV OTH CONTRIBUTION						
002-699-05-599-000-GG-000	CONTING ACTUARIAL RESERVE	-	-	-			
002-711-05-566-000-PS-000	EMG SVC TRANS TO FUNDS	-	-	-			
002-712-04-459-000-PS-000	COMM CTR CAP/OUTL EQUIP	-	-	-			
002-800-02-219-000-HS-000	HLTH DEPT BLDG RENTAL	29,660	30,000	19,774	30,000		
	TOTAL HLTH DEPT	29,660	30,000	19,774	30,000		
002-801-05-567-000-HS-000	MTL HLTH TRANS TO ENTITIE	-	8,000	-			23,700 /3
002-986-04-459-000-CP-000	CO COMM CAPITAL O/L	50,000	275,000	291,101	120,000	425,296	348,796
	TOTAL CO COMM C/O	50,000	275,000	291,101	120,000	425,296	
002-992-04-459-000-CP-911	COMM CTR - CAPITAL OUTLAY	-	-	-			
Total Revenues					150,000	425,296	425,296
Total Expenditures					150,000	425,296	425,296
Rev/Exp					-	-	-

Notes

- /1 Act of County Commission on 7 Oct 2010
- /2 Estimated cost to replace switches and upgrade servers in FY 2011
- /3 Refer to East Ridge Billing and related documents [DMS5756]

SAO SUMMARY	Start	adj	End
412 Ag A			2,800
428 Data			50,000
800 Mental			23,700
986 CC CAP	425,296	-76,500	348,796
TOTALS	425,296	-	425,296

#10

Commission Office Use Only	
Date on Agenda:	11/18/10
Appt Time or New Business:	2:00pm

AGENDA REQUEST FORM

Name: Roger Goodwin

Department or Entity: Department of Engineering

Estimation of amount of time needed for appointment: 5 minutes

Date Requested – 1st Choice: November 18, 2010

Date Requested – 2nd Choice: _____

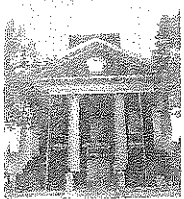
If a specific date is needed, please provide reason for specific date:

Subject: Bond reduction and/or release.

Please provide the County Commission with a description of your request or presentation, including any background information: Complete release of the Construction Bond security for The William H. Scott Inter Vivos Trust/SPARC (File #S09-01) – Letter of Credit #304 with The Bank of Charles Town, Charles Town, West Virginia.

Recommended motion (Please type out the wording of the motion that you would like the Commission to approve): I authorize a complete release of the remaining \$15,909.00 construction bond amount for The William H. Scott Inter Vivos Trust/SPARC – SPARC Training Building #1 (File #S09-01).

Attachments: Bond Release Letter
Bond Reduction or Release Request Report



THE COUNTY COMMISSION OF JEFFERSON COUNTY

P.O. Box 250
124 East Washington Street
Charles Town, WV 25414



Phone: 304-728-3284

www.jeffersoncountywv.org

Fax: 304-725-7916

November 18, 2010

Mr. David W. Irvin
Senior Vice President
Bank of Charles Town
P. O. Box 906
Charles Town, West Virginia 25414

RE: Irrevocable Letter of Credit #304 dated March 24, 2010 Construction Bond Surety for
The William H. Scott Inter Vivos Trust/SPARC - SPARC Training Building #1
(PC File #S09-01).

Dear Mr. Irvin:

The Jefferson County Commission authorizes a complete release of the remaining \$15,909.00 from the construction bond for The William H. Scott Inter Vivos Trust/SPARC - SPARC Training Building #1 (PC File #S09-01). This project is located on the south side of Summit Point Road (Route 13) approximately 4000 feet east of its intersection with Hardesty Road (Route 2). The work appears to be 100% complete.

In summary, you are hereby authorized to fully release the remaining amount for the above referenced Letter of Credit #304, originally issued in the amount of \$15,909.00. Please contact the Jefferson County Department of Engineering at (304)-728-3257 if you have any questions.

Sincerely,

Lyn Widmyer, President
Jefferson County Commission

LW:rfb

cc: Ms. Barbara L. Scott
SPARC, LLC
P. O. Box 190
Summit Point, West Virginia 25446
Department of Engineering

JEFFERSON COUNTY, WEST VIRGINIA
Engineering Department
116 East Washington Street, P.O. Box 716
Charles Town, West Virginia 25414

Phone: 304-728-3257
Fax: 304-728-3953

Email: engineering@jeffersoncountywv.org

BOND REDUCTION or RELEASE REQUEST - REPORT

Date Received: 11/4/2010 JPC File No S09-01
Consultant/Engineer/Firm Name: William H. Gordon Associates, Inc
Mailing Address: 301 North Mildred Street Suite 1
City: Charles Town State: WV Zip: 25414-
Contact Person: Kristen Ringstaff Phone: (304) 725-8456
Project/Subdivision Name SPARC Skid Pad Training Building #1
Section/Phase: 4,320 S.F. building +/-

Review Comments:

The Bond Release request is Approved

Add items/revise as shown per our comments on your attached bond release/reduction form & resubmit reduction/release request to our office for review and approval.

Some site work has progressed beyond the required "milestone" site inspections that are to be performed by our office. As a result, you will need to schedule the inspections with our Land Development Inspector, and/or provide the certifications noted on the attached "Third-Party Certifications" checklist. Please collect all the required third-party certifications and submit them all at one time along with a copy of this report and the checklist.

Bonding Policy & Unit Cost Figures attached for your use.

Comments:

Recommends granting approval of the bond release in the amount of \$15,909.00.

LAND DEVELOPMENT INSPECTION
APPROVED FOR:
BOND RELEASE \$0.00
BY: Norma J. Kuroski 11-9-10
INSPECTOR AK DATE

Original Bond Amount: \$15,909.00 Current Bond Amount: \$15,909.00
Cost of Work Remaining: \$0.00 + Contingency Amount: \$0.00
Approved for Revised Bond Amount: \$0.00

Reviewed By: Norma J. Kuroski

Title: Land Development Inspector

Signature: Norma J. Kuroski

Date: 11/9/2010

#10

Commission Office Use Only
Date on Agenda: 11/18/10
Appt Time or New Business: 2:00pm

AGENDA REQUEST FORM

Name: Margaret Cogswell, RN, CHPCA

Department or Entity: Hospice of the Panhandle, Inc.

Estimation of amount of time needed for appointment: 10 - 15 minutes

Date Requested - 1st Choice: 11-18-10

Date Requested - 2nd Choice: _____

If a specific date is needed, please provide reason for specific date:

Subject: **Waiver of building permit fees**

Please provide the County Commission with a description of your request or presentation, including any background information: **Request the Commission to allow waiver of building permit fees for two buildings to be constructed on Hospice property in Jefferson County.**

Recommended motion (Please type out the wording of the motion that you would like the Commission to approve):

Attachments:

JEFFERSON COUNTY, WEST VIRGINIA

Engineering Department

116 East Washington Street
P.O. Box 716
Charles Town, West Virginia 25414

Phone: 304-728-3257

Fax: 304-728-3953

Email: engineering@jeffersoncountywv.org

MEMORANDUM

TO: TIMOTHY BOYDE, COUNTY ADMINISTRATOR
JEFFERSON COUNTY COMMISSION

FROM: REBECCA F. BURNS, OFFICE MANAGER *Becky*
DEPARTMENT OF ENGINEERING

DATE: NOVEMBER 10, 2010

SUBJECT: HOSPICE OF THE PANHANDLE, INC.
BUILDING PERMIT FEE WAIVER REQUEST

The Hospice of the Panhandle has requested a complete waiver from the building permit fees. As you may know the only fees that are incurred for a site plan at this time are the building permit fees. The building permit fee at this time encompasses the review of the site plan by both the Planning & Zoning and Engineering Department; as well as the building plan review by the building inspectors; the site inspections by the land development inspector; and, all building inspections.

According to Margaret Cogswell, CEO with Hospice there will be 2 buildings: a 22,664 square foot inpatient facility and a 28,018 square foot office building. The fees for each building would be calculated as follows:

22,664 sq. ft. in patient facility x \$0.18 per sq. ft. = \$4,079.52 + \$500.00 base fee = \$4,579.52

28,018 sq. ft. office building x \$0.18 per sq. ft. = \$5,043.24 + \$500.00 base fee = \$5,543.24

For a Grand Total Fee of \$10,122.76

The following projects have had site plan fees waived in the past: US Fish and Wildlife Center; South Jefferson Park; Sam Michael's Park; Shepherdstown Men's Club at Morgan Grove Park; Jefferson County Animal Shelter; Jefferson County Call Center; Summit Point Library; and, Priest Field Pastoral Center. There have been more than 300 site plans submitted through the offices since they were required in 1989.

Hopefully this information will be helpful to the Commission in making their decision.

If you have any questions please give me or Roger a call.



November 1, 2010

Jefferson County Planning Commission
P.O. Box 250
Charles Town, WV 25414

Dear Commissioners,

As you know Hospice of the Panhandle is planning construction of two buildings on our property in Jefferson County. The Office Building will be the central location for staff serving Jefferson and Berkeley County residents as well as all operations for patients served in all 4 Eastern Panhandle Counties. The Inpatient facility will provide a place to manage patients pain and other distressing symptoms.

Hospice of the Panhandle is prepared to present our Site Plan for approval. This letter is to request a waiver of the permit fees for each building.

As a nonprofit organization, we provide service to the people of our community regardless of their ability to pay. The waiver of fees will allow us to continue to focus as many resources on the delivery of patient care as possible. Additionally, we expect this project will bring approximately 20 new jobs to Jefferson County.

Thank you for your consideration of our request. I look forward to appearing before you in November.

Sincerely,

Margaret Cogswell, RN, CHPCA
Chief Executive Officer

RECEIVED

NOV - 3 2010

Jefferson County Commission

Meals on Wheels

Proud and Greatful member of United Way of Jefferson County

Patsy D. Morgan-Runkles

Finance Officer

Presbyterian Church
220 E. Washington Street
Charles Town, WV 25414
(304) 725-1601
Home Ph: (240)235-6326
ptsymorgan@yahoo.com

Dear Mr. Schavone & Staff,
On behalf of our Director Reginald
Darity & the entire staff at Meals
on Wheels of Jefferson County, we
want to extend our most appreciation
for your generous monetary donation
in the amount of \$6,500. One of our
largest amounts received! Thanks
so much for thinking of us and
we value your friendship!
Sincerely,
Patsy Morgan

11/18/10

VALLEY VIEWS

Potomac Valley Audubon Society

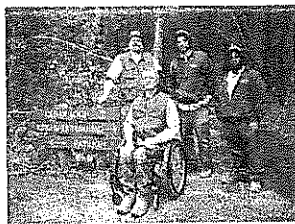
Volume 29 Issue 1

November 2010

Accessible Trail Phase 1 Complete

After years of planning, phase one of the accessible trail at the Yankauer Preserve is complete. The Cedar Loop was laid out several years ago with ADA compliance in mind for a future accessible trail. After a grant was funded by the West Virginia Department of Transportation, Division of Highways Recreational Trails Program, we finally have begun to realize that plan.

The trail is intended to be as environmentally friendly as possible. After considerable research and planning, we used a material called EZ Roll Gravel Pavers, made of 100% recycled plastic that is molded into cups. The cups contain the clean limestone gravel, preventing narrow wheels from displacing the gravel and becoming mired. The plastic cups are attached to a tough landscape fabric that allows water to percolate through but is also a root barrier.



Bill Weis and WVCCC Crew

To help with this process, PVAS was able to hire the West Virginia Civilian Conservation Corps (WVCCC). Additionally, a representative of the manufacturer of the product (NDS, Inc.) met the crew the first morning and showed them how to work with the material. They laid out the first straight rows together, and then moved

into the more tedious curves. After laying and cutting the material to fit our windy path the Gravel Paver material was staked in place in preparation for gravel to be dumped into the small plastic cups.

Perhaps the hardest part of the job was hauling and spreading 37 tons of #8 gravel. While the WVCCC crew did much of this, volunteer Tim Murphy, who helped coordinate the project, moved much of the gravel on his own. Thankfully Bill and Bonnie Stubblefield loaned PVAS a gator with a dump bed, making our job significantly easier.



Tim Murphy directs the Crew

See Accessible Trail, Page 4

Don't Miss Our "Green Home" Tour and Wine Tasting

If you haven't signed up yet to attend our November 13 "Green Home" tour and wine tasting we hope you'll do so.

The event will be held from 1:00-4:00 p.m. at a brand-new "green" home on Engle Mollers Road south of Shepherdstown - reputed to be perhaps the "greenest" home in Jefferson County.

In addition to tours of the home, the event will include a wine tasting featuring wines to complement upcoming holiday meals, courtesy of Grapes and Grains Gourmet of Shepherdstown. Non-alcoholic beverages and delicious light foods will be available as well.

Dress will be casual.

All proceeds will be used to support our educational programs for local children.

The home that is the centerpiece of the event belongs to Tari and Keith Janssen. It is sited on a 32-acre, largely wooded property that

See Green Home Tour, Page 2

Birdseed Pick-up November 6

Orders for birdseed can be picked up on November 6, 10:00 a.m. until noon, at Gower's Williamsport, Maryland, Gower's, Ranson, West Virginia, and Hunter Hardware Warehouse, on Union Street in Berkeley Springs, West Virginia. If you forgot to place your order or have questions, please contact Diana Mullis at 304-267-3482 or dianamullis@aol.com.

Eidolon Nature Preserve Fall 2010 Hunting and Hiking Schedule

The land now known as the Eidolon Nature Preserve has been hunted by neighboring families for generations, and when Marguerite Zapoleon willed the land to the Nature Conservancy, she stipulated that hunting should be allowed to continue there.

Accordingly, and also in the interest of maintaining a healthy forest and viable animal populations, the Nature Conservancy and PVAS are permitting hunting on the property.

See Eidolon Hunting, Page 2

Potomac Valley Audubon Society is people dedicated to preserving, restoring, and enjoying the natural world through education and action.

President's Perch



Hello everyone:

Elsewhere in this newsletter you'll note that the new, two-tenths-of-a-mile wheelchair-accessible trail at the Yankauer Nature Preserve is mostly completed. Some finishing touches will be taken care of later in the fall.

This project has been a long time coming. The grant that made it possible—a \$31,350 grant from the West Virginia Recreational Trails Program—was first announced by Governor Manchin on September 5, 2008.

After that, it took over a year for the state to complete all the paperwork needed to allow the project to actually begin.

Then last winter's snows not only made it impossible to work on the project over the winter but also did so much damage to the preserve that we had to push the project forward to this fall.

But that's all in the past. What matters now is that this new trail will allow all sorts of new people to visit and explore the preserve for the first time: patients from the VA hospital and local senior centers; special needs students from local schools, day care centers and preschools; families with strollers; and anyone in a wheelchair.

We're very pleased that the preserve will now be accessible in this way.

As usual, many people deserve credit for making this project possible:

- ◆ Chris Robinson, for helping to write the grant that funded it and laying out the original trail;
- ◆ Rebecca McCloud, of the Potomac Headwaters RC&D, and Matt Gay of NCTC for lots of good advice and counsel on accessibility and trails;
- ◆ Eagle Scout Kyle Myles and his parents Kim and David, for their help in laying out the most recent trail route, and the Student Conservation Association, for clearing ailanthus trees along the trailway;
- ◆ the ITW Sexton company, of Martinsburg, for supplying some dozen volunteers to help prepare the trail bed as part of this year's Day of Caring;
- ◆ Bonnie and Bill Stubblefield for the loan of equipment to haul stone;
- ◆ many other volunteers too numerous to mention, who helped out at various other times;
- ◆ the West Virginia Civilian Conservation Corps, for doing the actual trail installation;
- ◆ and most of all, Tim Murphy, for doing such a fine job of managing the project.

Thanks to all these folks for a job well done.

—Peter Smith

Green Homes (continued from page 1)

is enrolled in a managed forestry program.

Just completed in June, the home uniquely combines cutting-edge green building techniques and technology with traditional, Craftsman-home styling.

It utilizes Structural Insulated Panel construction and is clad with recycled fiber-cement siding. Its green energy features include passive solar siting; solar hot water which provides domestic hot water and radiant floor heat; high efficiency windows; solar panels; a special computer program that continually monitors solar-energy generation; a central, wood-burning masonry stove; and high-efficiency heat pump.

The home's floors are made from cherry, walnut and ash wood harvested from the property. The kitchen includes green cabinetry, counters and tile.

There is a rainwater-catchment system with a 1,500-gallon tank.

Tickets to the reception are required, and space will be limited.

Basic tickets are \$45 per person. Those who pay \$150 for two people will be recognized as Donors, those who pay \$200 for two will be recognized as Patrons, and those who pay \$250 or more for two will be recognized as Supporters.

All ticket costs will be fully tax-deductible.

If you would like to attend, please contact Alice Barkus at 304-876-8520 or e-mail abarkus@frontiernet.net and provide your name, address, and phone number.

2011 Race for the Birds Registration Opens Soon!

Here's a reminder that registration for PVAS's 10th Annual "This Race is for the Birds!" will open on Thanksgiving Day at www.RacefortheBirds.org. The race will be held April 9, 2011, at the National Conservation Training Center. It will likely be similar to last year's race, and will include 5- and 10-mile runs, a shorter community walk/run, and a one-mile "Fun Run" for kids. Mark your calendars now so you can join this fun family event!

Eidolon Hunting (continued from page 1)

To balance the safety of hikers and the interests of deer hunters, we ask all visitors to observe the following rules during deer season:

- Hunters must be licensed by the state and follow all applicable state laws and regulations.
- For their part, hikers should exercise appropriate caution during hunting season and wear at least one item of blaze orange clothing.
- In accordance with state law, no hunting will be permitted on Sundays.
- The Eidolon Nature Preserve will close its trails to hikers for the entire first week of the firearm season for deer hunting (November 22 through 27 this year) and every Saturday thereafter until the season ends on December 11.
- On all other days during the firearm season for deer, the trails will be open to hikers from 10 am until 3 pm only.

Please see the schedule below for specifics.

Monday, November 22 through Saturday, November 27	First week of firearm season for deer- Trails closed to hikers every day
Sunday, November 28	No hunting
Monday, November 29 through Friday, December 3	Trails open to hikers 10am-3pm only
Saturday, December 4	Trails closed to hikers all day
Sunday, December 5	No hunting
Monday, December 6 through Friday, December 10	Trails open to hikers from 10am-3pm only
Saturday, December 11	Trails closed to hikers all day Last day of firearm season for deer

Sign Up Now for 2011 Master Naturalist Classes

The Potomac Valley Master Naturalist Program is now accepting applications for its 2011 classes.

Instruction will begin in March 2011 and continue monthly through October.

Applications must be postmarked by January 14, 2011 and candidates will be notified of their selection by February 1. Enrollment is strictly limited to 20 persons each year.

Established in 2007, the Potomac Valley Master Naturalist Program is sponsored by PVAS and is a chapter of the State of West Virginia Master Naturalist Program.

Its classes are open to anyone who wants to be certified as a Master Naturalist by the state of West Virginia.

Most who enroll come from Jefferson, Berkeley, and Morgan Counties. Interested persons who live outside this area are welcome to apply but they must commit to completing all their volunteer work in West Virginia.

In all, 64 hours of classroom time and 30 hours of volunteer work are required to complete the certification cycle.

Classes are held at the National Conservation Training Center in Shepherdstown, Cacapon State Park in Berkeley Springs, Yankauer Nature Preserve in northeastern Berkeley County, and Cool Spring Farm in southern Jefferson County.

Tuition is \$300 per person for the full course of instruction. A limited number of scholarships will be available.

Application forms and more details are available on the Potomac Valley Audubon Society website at www.potomacaudubon.org. Scholarship applications are also available there. For more information email Krystal Kennedy at krystalckennedy@gmail.com.

The Master Naturalist program is patterned after the long-established Master Gardener program.

It trains individuals in the fundamentals of natural history and nature interpretation as a way of promoting responsible stewardship of natural resources.

Graduates of the program become part of a corps of highly qualified volunteers who assist government agencies, schools, and non-government organizations with research, outdoor recreation development, and environmental education and protection.

To remain certified they must take 8 hours of training and participate in 16 hours of volunteer activity annually.

Master Naturalist Program Wraps-up Fourth Year

PVAS's Potomac Valley Master Naturalist (PVMN) program wrapped up its fourth year with an annual meeting on October 3 at Yankauer Preserve. More than 40 members, families, and friends attended. The annual meeting featured a review of its many accomplishments over the past year. A silent auction produced \$328 for next year's scholarship fund.

Following the annual meeting, the group held an awards ceremony recognizing those who completed their 64 hours of class work plus 30 hours of approved volunteer service to their communities. The members of the 2010 class who received their certifications as Certified Master Naturalists were Kathy Dilley, Marybeth Grove, Jim Fisher, Vicki Blazer, Stephanie Swaim, and Ray Thomas.

The following members of the 2009 class who chose to take two years to complete their certification were also recognized: Brooke Parker and Melanie Snyder. Charlie Potter of the 2008 class was recognized for completing the certification requirements at the event as well.

3 Master Naturalists were recognized for completing 5 hours of active participation in the program: Clark Dixon, Ora Dixon, and Cheryl Jennings. They were presented with a field bag embroidered with the WV Master Naturalist logo. 32 Master Naturalists who completed all of the required coursework and volunteer hours in 2010 to remain certified were also recognized.

The co-chairs of the Potomac Valley Master Naturalists, Wanda Miller and Ellen Murphy, expressed gratitude to the program's participants, instructors, and Coordinating Committee, and thanked PVAS and the West Virginia Department of Natural Resources for their continuing support.

PVAS's Master Naturalist program will offer its fifth year of instruction beginning in Spring of 2011. Watch upcoming issues of *Valley Views* and the PVAS website for details about the course schedule and application information.

Fall School Programs

Classes from several local schools have participated in programs at Yankauer this fall. Morgan Academy and Martinsburg South Middle School learned about "Talkin' Trash," a new program dealing with the effects of pollution (including oil spills) on wildlife. Students from Ranson Elementary participated in grade level activities focused on "Senses" and "Plants vs. Animals."

In addition, 2nd and 3rd grade programs are being piloted in a few schools in Berkeley County to determine the effectiveness of in-class nature programming. Students from Winchester Avenue, Tuscarora, Burke Street, Berkeley Heights, and Rosemont Elementary Schools

have participated in the programs and completed a pre-and post-assessment to help us evaluate the curriculum. Evaluations are also being provided to teachers.

Our watershed programs are being offered in 4 schools this fall with others joining in during Spring semester. Joining the elementary program after the first of the year will be 10th grade biology students in Berkeley and Jefferson county high schools.

Wee Naturalists Program Continues Through December

Here's a reminder that we're offering "Wee Naturalists" program sessions at our Yankauer Nature Preserve through December.

The program is aimed at pre-school children ages 3-5. It is designed to provide regular opportunities for small children and loving adults to explore nature together safely under the guidance of an experienced PVAS instructor. Children must be accompanied by a parent, grandparent or other adult relative, or a guardian.

The program sessions are offered the third Wednesday and Thursday of each month. Each session will last from 9:30 a.m. to 11:00 a.m., and each month's sessions will explore a different nature theme.

November's sessions will be about finding beauty in nature, and the December theme will be "Snowflakes and Snowbirds."

To ensure that everyone receives close, personal attention, enrollment will be limited and pre-registration is required.

Families may register for one or both of this year's remaining monthly sessions. The fee will be \$8 per child/adult team per session.

The program is led by Suzi Taylor, of Sharpsburg MD, a veteran PVAS camp director who has a degree in environmental education.

For more information or to register, contact Suzi at 301-432-1908 or tomandsuzi506@cs.com. Information and registration forms are also available on the PVAS website at www.potomacaudubon.org.

The program was initiated last year with support from the Eastern West Virginia Community Foundation's Two Rivers Giving Circle.

PVAS and Master Naturalists Help with Science Olympiad

Potomac Valley Master Naturalists participated in the Jefferson County Science Olympiad, which was held this year for two weeks during October at the For the Love of Children (FLOC) Outdoor Education Center near Shannondale.

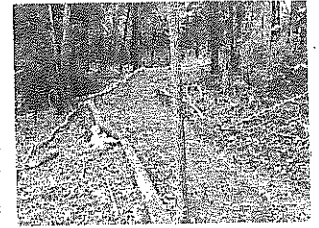
The Olympiad is sponsored by the Jefferson County school system and hosts all of the county's sixth graders for one day of science-related activities. Each day one or more of the activity stations were led by PVAS or our Master Naturalists.

The entire event reached over 650 children. These stations included predator/prey games, molecule activities, bird walks, tree identification walks, and nature-related activities.

Accessible Trail (continued from page 1)

After a summer-long drought, the weather finally changed and made some contributions of its own. While this complicated the work schedule, the rain provided an opportunity to watch how the water was flowing on the new material and where additional drainage was needed. The newly laid trail handled the three-inch rain event beautifully.

On the fifth and final day of phase one, Yankauer neighbor Bill Weis, who is in a wheelchair, was called to try out the trail and provide us with feedback. He said that, while it wasn't for the faint of heart, it was definitely navigable with assistance and he loved the idea that he could come out and enjoy the trail. We'll make some adjustments based on his feedback and label the trail clearly so trail-goers know what they're getting themselves into before they leave the kiosk area.



A section of finished trail

The next phase of the trail project will be creating the waysides—three clearings/rest stops along the trail. These will use the same gravel paver material for accessibility. They will be installed by Eagle Scout candidate Skylar Benedict, who will also be building a bench for each wayside.

The final component of the project will include signage. There will be three interpretive signs along the trail, along with a new kiosk, all of which will be ADA compliant. PVAS will also arrange for an accessible porta-john at the preserve. Lastly, public notice that the trail is ready for people of most ability levels will be sent out with special attention to the VA Hospital, Senior Centers, and other organizations.

Tim Murphy deserves a medal for his coordination of this project and the incredible number of hours (most of which were backbreaking) that he has devoted. Innumerable volunteer hours have gone into this project by folks too numerous to mention, but you know who you are and we thank you!

Berkeley Springs Birding Festival Well-attended

This year's Berkeley Springs Fall Birding Festival was again blessed with good weather and drew good crowds.

The festival was held in Berkeley Springs the weekend of September 24-26.

This was its third year, and its second year under PVAS sponsorship.

PVAS hopes to continue sponsoring the festival, and current plans call for next week's festival to be held the third or fourth weekend of September.

This year's attendees included a mix of people from near and far, many of whom were beginning birders. A good number of children participated in many of the festival sessions, which was an encouraging development.

The festival events and attendance figures were as follows:

A Friday evening presentation at the Country Inn on bird identification by naturalist Scott Shalaway drew an audience of 50 people.

Fourteen people joined Dr. Shalaway for a Saturday morning birding and general nature walk at the mouth of the Cacapon River.



Sixteen children and adults participated in a Saturday morning workshop for beginning birders, led by Kelly Smith at Cacapon State Park.

On Saturday afternoon, 17 attended a session on "backyard birding" and another 19 joined Dr. Shalaway and local naturalist Joe Gentile for a general nature walk at the Eidolon Nature Preserve.

Forty-seven people attended a Saturday evening program at the Country Inn that featured talks by Dr. Shalaway and forensic ornithologist Marcy Heacker.

And 35 turned out for a Sunday morning bird walk with Dr. Shalaway and Joe Gentile on a privately owned mountainside meadowland property south of Berkeley Springs.

Many thanks are due to Judy Webb, Helen Herlocker, Kelly Smith and Ellen Murphy for coordinating the festival, and to Judy's Nature Niche store for providing very generous financial support.

PVAS also thanks Joe Gentile for his help and the many other community supporters for their generosity: Cornelia Belton (in memory of Bill Belton), Berkeley Springs Cottage Rentals, Jean Bialas, Cacapon State Park, Carrot Patch Pottery, Clark's, the Country Inn, Cowboy Cabin, Jane Davis, Fairfax Coffee House, Fiesta Fibers (Jane Frenke), Patricia Flath, Frog Valley Artisans, Gat Creek Furniture, Betty Harrison, Heath Studio Gallery, Hsu Studios, Jane McCloud, Old Oak Art Glass, Claudia Rauch, Sleepy Creek Retreat, Star Eagle Studio, Beverly Stellges, and Alice Webb.

American Conservation Film Festival November 4-7

Join the American Conservation Film Festival (ACFF) this year to explore their themes, "Saving Seas" and "Fuels for Thought." The group has selected 50 movies for their 8th Annual Festival. Reflecting the themes, many of the films will focus on the state of the world's oceans and their inhabitants, and delve into concerns about a variety of fossil fuels and possible alternatives.

Some of this year's highlighted films include *Gasland*, an award-winning expose about hydraulic fracturing - a relatively new and very controversial natural gas drilling technique; *Confessions of an Eco-Terrorist*, a behind-the-scenes look at the Sea Shepherd eco-pirates; and *Beyond the Pole*, a mockumentary about the first carbon neutral, vegetarian, and organic polar expedition.

On Saturday, ACFF will screen films suitable for children and families. The free, family-friendly programming also includes a Photo Safari. Potomac Valley Master Naturalists will lead a nature walk around the Fish and Wildlife Service's National Conservation Training Center, and professional photographers will offer instruction on capturing nature images.

The Festival will once again feature the popular "Conservation

in Context" series, offering notable and knowledgeable speakers presenting information and sparking discussion on conservation issues. Panel discussions will follow screenings of *Gasland*, *The Cove*, and *What's On Your Plate?* Professor Chris Palmer, author of "Shooting in the Wild: An Insider's Account of Making Movies in the Animal Kingdom" will offer a special presentation about his insights into the wildlife film business, including a troubling trend toward sensationalism, as well as profiling responsible wildlife filmmakers.

New for this year is a conservation art exhibition, "Renewal Notice: Creative Reuse in Contemporary Art and Design" featuring a selection of works highlighted in the book, "1000 Ideas for Creative Reuse: Remake, Restyle, Recycle, Renew." The exhibition will be co-located with the Festival Information Center and Box Office at the Shepherdstown War Memorial Building.

An all-access festival pass covering admission to all films, presentations, and activities is available for \$40 until October 31, 2010; \$50 from November 1, 2010 or at the door. Students or seniors enjoy a significant discount--\$20 until October 31; \$30 at the door. Children middle-school-aged or under are free. Purchase all-access passes through www.conservationfilm.org prior to the Festival, or on-site at any of the venues. Day-passes for \$15 per day are also available.

Film venues will include Shepherd University, the Shepherdstown Opera House, and the National Conservation Training Center, all in Shepherdstown. A complete list of the 2010 American Conservation Film Festival Official Selections, schedule, and locations can be found at <http://conservationfilm.bside.com/2010/films>.

For more information, or to volunteer to help with Festival activities, please contact the American Conservation Film Festival at 304-876-7373, or email info@conservationfilm.org.

Freshwater Institute Tour Set for November 6

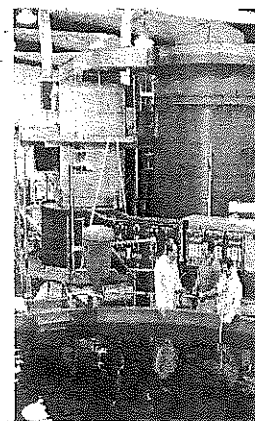
PVAS will sponsor a tour of the Freshwater Institute near Shepherdstown on Saturday, November 6.

The tour will begin at 9:00 a.m. and last about two hours. Anyone with an interest is welcome to join in. There will be no fee.

The Institute occupies a 100-acre campus not far from the National Conservation Training Center. Although the facility has a relatively low profile among the general public, it is well known in research circles nationally and around the world.

Founded by the Arlington, VA-based Conservation Fund in 1987, it is one of the nation's premier research and development facilities dedicated to the sustainable use of water.

It employs an internationally recognized research team of top scientists, engineers, and technology experts who work with government, industry, nonprofits and individuals to shape sustainable, environmentally responsible solutions to water resource management.



The Institute has also been active in helping with local land and water conservation issues. It has provided the Jefferson County government with a comprehensive analysis of the county's natural resources infrastructure, played a major role in helping to protect and improve Rockymarsh Run, and assisted in the development of PVAS's own Watershed Education Initiative program for local fourth graders.

Field trip participants will tour the Institute's wet lab facilities and aquaculture systems (Atlantic salmon are currently raised there), water chemistry and fish health diagnostic laboratories, and other facilities.

Institute staff will explain these facilities and talk about the future of aquaculture and the Institute's local work on Rockymarsh Run.

For more information about the Institute's projects and programs, see its website at www.freshwaterinstitute.org.

The Institute is located at 1098 Turner Road. Directions can be found on the Institute's website: click on "Who we are" and "Find us."

Once on the property, participants in the tour will gather in the research facility parking lot. To get to the parking lot, follow the gravel entrance lane past an old gray farmhouse; after you pass a barn you will see two large modern buildings and the parking area.

Those who do not have internet access can get directions by calling PVAS at 304-676-3397.

Waggoner's Gap Trip Coming Up

PVAS is sponsoring a hawk-watching trip to Waggoner's Gap in south central Pennsylvania, near Carlisle, on November 6.

There is no fee, and anyone with an interest is welcome to participate.

Waggoner's Gap is one of the best-known hawk-watching sites on the East coast. It began to attract regular visitors in the late 1930s, and hawk-migration data have been collected there since the early 1950s.

The November 6 trip is timed to catch the peak migration period for red-tailed hawks and golden eagles. It will be led by Matt Orsie, one of the Eastern Panhandle's leading birders.

Participants should plan to meet at 8:30 a.m. in front of the Spring Mills Walmart store, at the Route 901 (Hammonds Mill Road) exit off I-81, just north of Martinsburg. The drive time from there to Waggoner's Gap is about 2 hours.

The stay at Waggoner's Gap will be about 4-5 hours.

If weather conditions are unfavorable that day, the trip will be rescheduled to November 7.

Since the trip may be postponed or canceled because of weather, pre-registration is required. To pre-register, contact Sandy Sagalkin



at monsansagalkin@myactv.net or 240-291-6465.

The Waggoner's Gap site is basically a rock pile at the top of a 1,500-foot ridge. This offers excellent views but it also leaves visitors very exposed to the weather.

Therefore, trip participants should be prepared for very cold temperatures—possibly in the 30s or 40s—and windy conditions. Very warm clothing is essential.

Participants should also pack a lunch and bring water as nothing is available at the site. They should also bring cushions to sit on, since there is limited space for folding chairs.

PVAS, NCTC Cosponsoring Special November Program on Bats

PVAS will not present a program of its own at the National Conservation Training Center during November.

Instead, on Wednesday, November 10, we are once again cosponsoring with NCTC to present a special program about bats.

The speaker will be Craig Stihler, the Endangered Species Coordinator for the West Virginia Division of Natural Resources.

He will discuss bats generally and then focus on their status in West Virginia and the region, with a special emphasis on the challenges different bat species (and those who are trying to conserve them) are facing.



Indiana Bat

In particular he will review the problems now being posed by White Nose Syndrome, a fungal infection that is currently ravaging bat populations in the Mid-Atlantic and Northeast.

The program will be held in the Byrd Auditorium at 7:00 p.m.

Admission will be free.

Stihler, who is based in Elkins, has worked for WVDNR for more than 30 years and headed its endangered species conservation efforts since 1987.

He is recognized as an expert on a number of species, including the Cheat Mountain salamander and the West Virginia northern flying squirrel.

However, he is best known for his work on bats. Working with landowners and cavers alike, he has been a leader in the effort to reduce human disturbance in bat caves, which is a major threat to certain bat species.

In 2006, he received the U.S. Fish and Wildlife Service's prestigious National Recovery Champion award, which recognizes professionals for outstanding contributions toward recovering threatened and endangered species in the United States.

Owl-Banding Trip is a Family Favorite

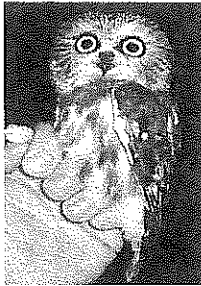
PVAS this fall is again sponsoring a special nighttime field trip to watch an expert catch, band, and release migrating owls on South Mountain, in Washington County, MD.

The trip will be held on Saturday, November 13. It will start at about 9:15 p.m. and last until about 11:00 p.m.

These trips have long been a favorite for whole families, and interested members of the public are invited to participate. There is no fee.

The expert who will conduct the banding is Steve Huy, who has been banding owls on the mountain for many years as part of Project OwlNet.

The owls he will be banding are the Northern Saw-Whet Owl, the smallest owl in eastern North America. Visits to his banding site offer a unique opportunity to see these birds up close and learn about their life history.



Pre-registration is essential because space for the trip is limited to 25 persons.

To pre-register or get more information contact Carolyn Thomas at 304-267-3115 or crthomas25443@gmail.com.

This trip involves a walk over uneven ground and it is therefore not recommended for anyone who needs assistance.

Participants should bring a flashlight and be sure to dress warmly.

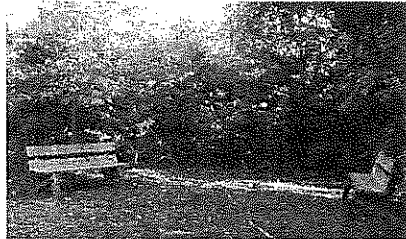
Owls do not fly if it is raining, so the trip may be cancelled if conditions warrant.

To learn more about Project OwlNet go to www.youtube.com/watch?v=plJhTUSW8.

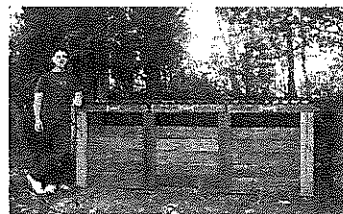
Eagle Scout Projects

Two Eagle Scout Projects have been completed at Yankauer this fall.

Phillip Inman has completed a wayside on the South Trail with two built benches, and also built a brush pile along the Cedar Loop specifically designed for wildlife habitat. Gretl Learned of the Fern Wildlife Refuge outside Winchester has been working on perfecting a design for years, and provided PVAS with diagrams on how to maximize the shelter for wildlife diversity.



Wayside with Benches



Kyle with Compost Bin

Kyle Myles, a long time member of PVAS, helped to reroute a few segments of the accessible trail based on ADA guidelines, and build a new three-bay compost bin for use at the preserve for camper food scraps as well as weeds from the gardens.

Both did a fantastic job and we thank them profusely for their contributions to the preserve.

Have You Been To the "Deep, Dark Woods?"

Campers at camp this summer were treated to some special visits by Steve Warner (minus the Rolling Coyotes band). Steve also offers songwriting workshops through CraftWorks at its Shepherdstown location.

Steve spent four of his Wednesday afternoons working with our campers writing a song about their camp experiences. At the end of each 1 1/2 hour session, not only had the campers written the lyrics, but Steve had added the music and the entire camp serenaded parents when they came at the end of the day!

To write the lyrics, themes for 4-5 verses were agreed upon by the entire camp, then campers split into groups and created rough lyrics. Once back together, Steve helped the groups refine their words, worked on the rhyming and rhythm, and set everything to music.

The songs were named "Woods Art" (camp crafts), "BP Really Lied" (invasive species) and "The Deep Dark Woods" which seemed to be the favorite of many campers. Written during a week of Camp Survivor and with its minor tone, the song evoked images of a truly wild place. Of course, all the campers knew that Yankauer Preserve is a friendly place, but they enjoyed creating a sense of wildness. After all, Audubon Discovery Camp encourages campers to use their imagination in nature! We offer the lyrics here so that you can enjoy the creativity of our campers!

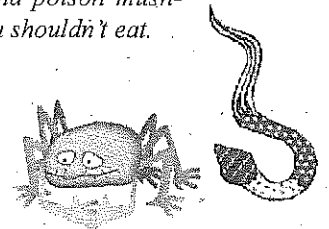
Chorus: If you go to the deep dark woods, It's a natural place out there.

There's lots of beautiful things to see, But you need to be aware... Of...



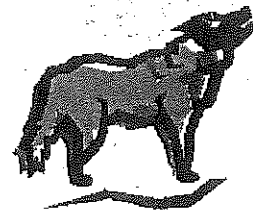
Poison berries and poison mushrooms, Things you shouldn't eat.

Poisonous snakes and poisonous spiders,



Things that bite your feet.

Dangerous bears and wild coyotes,

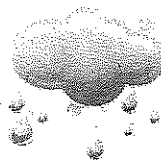


Beasts that like to stalk.

Hungry raccoons and scary wolves, That watch you while you walk.

Giant hills and really big rocks, Spike-y vines and fallen trees.

Things that make you trip and stumble, You could scrape your knees.



Dehydration and fatigue, When the sun is really warm.

Lightning strikes and thunder strikes, Take shelter when it storms.

The Potomac River it will toss and turn, You better learn to steer your boat.

If you are faint of heart, You may not want to float.

Feeding Birds This Winter? Here's Some Tips From Cornell

— by Jean Neely

Okay, you have just ordered your PVAS birdseed and you are getting your feeders dug out and ready.

Make sure those feeders are in good repair and CLEAN. A mild bleach solution will ensure that all those pesky microbes are wiped out. You don't want any sharp edges, wires, etc. to injure your avian friends, so inspect carefully.

Next, pick out a spot to hang or place your feeders so that birds will find them but be safe from feral cats and other predators. Then, fill 'em up and let the fun begin!

Remember, when choosing what to feed—your home's 'habitat' usually dictates what birds will be found there. Different species like different food. Wide open spaces? Dense woods? Something in between? [The descriptions in the PVAS Birdseed Order Form should help with your choices.]

If you are starting out and want to buy feeders, take a look at the Cornell info shown below, and remember that your birds will like varying types of feeding—on the ground, perching, etc.

Are you besieged by squirrels and other wildlife looking for freebies? Make sure your feeders are proofed against intruders. (Note: I use tube feeders and suet feeders encased in cages of sturdy wire, and the best I've found locally are at Tractor Supply, but look around.

For more info and a lot of practical advice, try going online to: http://www.birds.cornell.edu/pfw/slides/Backyard_Bird_Feeding_web.pdf

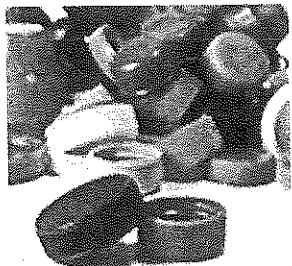
It's a good overall guide in pdf format, but remember to tailor this info to your situation.

Have fun and report to us any unusual species you see this winter. We'll put them in this newsletter for all to enjoy.

Berkeley County Adds Plastic Caps and Lids to Recycling Efforts

For far too long, Berkeley County recyclers have tossed out that plastic lid or cap that came with the plastic bottle or tub. That's about to change!

Effective immediately, plastic caps and lids are an acceptable item for recycling in Berkeley County. Participation is easy. Just place the cap or lid back on the container, bottle or tub that the cap originated from. Do NOT place caps loose in a bag. The caps will be accepted at both the Grapevine Road Recycling Center and the South Berkeley Recycling Center.



Here's a short recap of the Berkeley County Recycling Program's plastic collection programs:

Plastic container #1 or #2

Any plastic container marked #1 or #2 can be accepted at the Grapevine Road Recycling Center or the South Berkeley Recycling Center. These con-

tainers must be empty, rinsed out and placed together in the clear see through bag provided for free at each center.

Plastic #3, #4, #5, #6 or #7 (South Berkeley ONLY)

Any plastic item marked #3, #4, #5, #6 or #7 can be recycled via an ongoing pilot project at the South Berkeley Recycling Center. These items must be stamped with a #3, #4, #5, #6 or #7. Items without a numbered recycling stamp are not acceptable. Place these items together in your bag of any shape, size or color. Do NOT place these items in the clear see through bag provided for the plastic #1 or #2 collection.

The Cornell Lab of Ornithology

Join a Powerful Force for Nature: Project FeederWatch

Ithaca, NY—One backyard at a time, participants in *Project FeederWatch* are doing their part to unravel nature's mysteries—simply by sharing information about the birds that visit their feeders from November to April. The 24th season of Project FeederWatch begins November 13, although new participants can join at any time.

People of all ages and skill levels can be FeederWatchers and do their part to help researchers better understand trends in bird populations. Participants count the numbers and different species of birds at their feeders and enter their information on the FeederWatch website at www.FeederWatch.org.

By collecting information from all these feeders in all these backyards, scientists at the *Cornell Lab of Ornithology* are able to track patterns in bird populations and movement from year to year, all across North America.

Here are just a few key findings based on nearly a quarter-century of FeederWatch data:

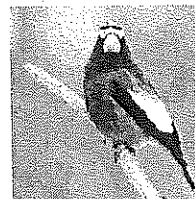
- Populations of Evening Grosbeaks, once one of our most common backyard birds, continue to decline.



Anna's Hummingbird by Elden Allen

- Many species are expanding their ranges to the north, including Northern Cardinals and Anna's Hummingbirds.

- The nonnative Eurasian Collared-Dove is invading North America at an unprecedented rate—it is now found in backyards from Florida to Alaska.



Evening Grosbeak by Jane Ogilvie

"By engaging the public we are able to pick up fluctuations that could be the result of climate change, habitat destruction, disease, or other environmental factors," said project leader David Bonter. "These are large-scale changes that we would not be able to see without the massive amount of data we receive from our participants. Keeping an eye out in your own backyard can make a difference."

To learn more about joining Project FeederWatch and to sign up, visit www.FeederWatch.org or call the Cornell Lab toll-free at (866) 989-2473. In return for the \$15 fee (\$12 for Cornell Lab members) participants receive the *FeederWatcher's Handbook*, an identification poster of the most common feeder birds, a calendar,

complete instructions, and *Winter Bird Highlights*, an annual summary of FeederWatch findings.

Note to reporters: Photos for articles are available on our website. To find local participants for stories by town name or zip code, contact feederwatch@cornell.edu. Visit the "Explore Data" section of the website to find the top 25 birds reported in your region and bird summaries by state or province.

The Cornell Lab of Ornithology is a membership institution dedicated to interpreting and conserving the earth's biological diversity through research, education, and citizen science focused on birds. Visit the Cornell Lab's website at <http://www.birds.cornell.edu>.

Cornell Lab of Ornithology
159 Sapsucker Woods Rd, Ithaca NY 14850
Call toll-free (800) 843-BIRD (2473)

Calendar of Upcoming Events

- Nov 4-7: American Conservation Film Festival
- Nov 6: Field trip to Freshwater Institute
- Nov 6: Hawk watching trip
- Nov 10: Bat Presentation at NCTC
- Nov 13: Birding walk at NCTC
- Nov 13: Wine Tasting and Green Home Tour
- Nov 13: Owl-banding on South Mountain
- Dec 3: Potomac Valley Nature Photographers meeting
- Dec 18: Charles Town Christmas Bird Count
- Jan 2: Inwood Christmas Bird Count

Join Potomac Valley Nature Writers Group

Do you enjoy reading and/or writing about nature? Then you are invited to join the Potomac Valley Nature Writers' Group (PVNWG). The Group meets each month from September through May to discuss a particular nature writer and his or her work. Selections vary to include male and female writers, classic and contemporary works, fiction and nonfiction, prose and poetry. PVNWG also supports members' own writing efforts such as nature blogging and nature journaling. PVNWG members take turns hosting monthly meetings. For more information, visit <http://potomacvallevnaturewritinggroup.blogspot.com/> or contact pvnaturewriters@gmail.com

Remember United Way/CFC Fund Drives

Remember that the annual fundraising campaigns of the United Way of the Eastern Panhandle and the Combined Federal Campaign (CFC) are now underway.

PVAS receives funding from United Way and CFC each year and encourages its members to give to their campaigns.

CFC is, of course, the mechanism for federal employees to contribute to their local United Way. PVAS members who are federal employees can designate PVAS as the recipient of all or part of their CFC contribution by entering PVAS's CFC number (29061) on the CFC form that they file with their employing agency.

If you have any questions, please contact Kristin Alexander at pvasmail@aol.com or 304-676-3397.

JOIN PVAS TODAY!

ALL of your dues will stay here to support local PVAS efforts and help us grow! And here's what you'll get:

- Access to a wide variety of PVAS programs and events for adults and children, including field trips, special events, workshops and courses, and environmental projects.
- A subscription to Valley Views, the PVAS newsletter
- E-mail alerts about events and programs of special interest
- Satisfaction of supporting conservation efforts, youth and adult nature education, individual and family recreation, and a wide array of programs in your community.

To become a local member, send in the form below and enclose a check for \$20 (\$15 for seniors and students). Make the check out to "PVAS." This fee covers membership for everyone in your household for one year.

Membership Form

Name: _____
 Address: _____
 City: _____ State: _____ Zip code: _____
 Phone (optional): _____
 E-mail: _____

To save postage costs, PVAS regularly sends its newsletter by e-mail. You can be assured that we do not share email addresses with anyone. If you would prefer to receive the newsletter by U.S. mail check here: _____

Clip and mail this form to:

Membership Chair, PVAS
PO Box 578
Shepherdstown, WV 25443

Thank you for your support!

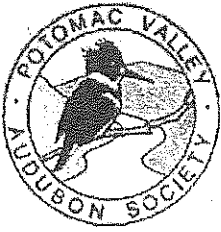


If you'd rather join the National Audubon Society:

Some people prefer National Audubon Society membership, which includes a subscription to the Society's Audubon magazine. To become a National member, go to the Society's website at www.audubon.org and click on "join." If you join National Audubon and reside in Berkeley, Jefferson or Morgan counties in West Virginia, or in Washington County Maryland, you will automatically become a member of PVAS and have access to our events, an e-mail copy of newsletter and e-mail alerts. However almost all of your dues payments will go to the National Audubon Society; only a small percentage will go to PVAS.

RED TEXT - DOT ALERT

If red text or a red dot appears on your mailing label, your membership may have expired and this could be your last issue of Valley Views. Take action to renew your Local membership. If you are a National Audubon Society member, the National Society will notify you directly when your membership is up for renewal.



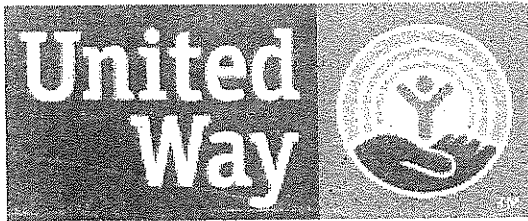
Potomac Valley Audubon Society
 P O Box 578
 Shepherdstown, WV 25443
 Return Service Requested

NON-PROFIT ORG.
 US Postage
 PAID
 Permit No. 30
 Shepherdstown, WV

<http://www.potomacaudubon.org>

DATED MATERIALS

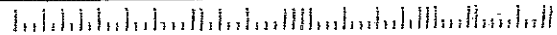
A proud partner of the United Way of
 the Eastern Panhandle and the Com-
 bined Federal Campaign.



MAIL TO:

Jefferson County Commission
 100 E Washington Street
 Charles Town, WV 25414

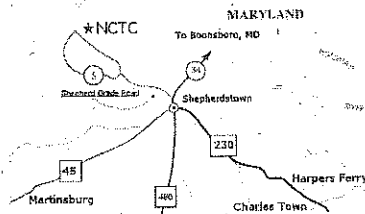
2541431072 0001



November 2010

Printed on 100% post-consumer waste recycled paper

Volume 29, Issue 3



The Potomac Valley Audubon Society meets at 7:00 p.m. on the second Wednesday of each month, September through April, at the US Fish and Wildlife Service National Conservation Training Center (NCTC), Shepherdstown, WV, in the Instructional West Building. Programs are free and open to the public. For additional information about PVAS or its programs and activities, please call any of the board members listed her or see <http://www.potomacaudubon.org>. PVAS serves the Eastern Panhandle of West Virginia and neighboring Washington County, Maryland.

PVAS BOARD
 The PVAS Board meets every other month on the first Thursday of the month (Sept.-June). Meeting location will be announced prior to meetings. These meetings are open to all PVAS members.

PVAS Officers and Board Members

- President: Peter Smith 304 876-1139 pvsmit@frontiernet.net
- Vice President: Georgia Jeppesen georgia_jeppesen@comcast.net
- Secretary: Mina Goodrich larrymina@peoplepc.com
- Treasurer: Lex Miller pamandlex@frontiernet.net
- Board Development: Wayne Braunstein 304 728-7181 wbraun@frontiernet.net
- Board Members-at-Large: Don Briggs ldonaldbriggs@gmail.com
- Clark Dixon dixonconsultants@aol.com
- Rob Hoxton rhoxtan@hoxtonfinancial.com
- Leigh Jenkins jenkinsleigh@hotmail.com
- Jesse Morgan jmorgan@a-zoneenvironmental.com
- Kathy Stolzzenburg kstolzzenburg@gmail.com
- Carolyn Thomas webethomas@aol.com
- Jane Vanderhook janchook@frontiernet.net

Ex Officio Board Members

- Diana Mullis 304 267-3482 dianamullis@aol.com

Emeritus Board Members

- Jean Neely jeaneely@comcast.net

Special Contacts

- Executive Director: Kristin Alexander 304 676-3397 kaemail730@aol.com
- Web Master: Kathy Bilton kathy@fred.net
- PVAS Wildlife Rescue Coord: Diana Mullis 304-267-3482

November 1, 2010

COUNTY MAP AMENDMENT/ZONING CHANGE PUBLIC HEARING

A public hearing regarding the recorded petition filed with the Jefferson County Clerk's Office made by the Planning Commission of Jefferson County West Virginia to petition the County Commission of Jefferson County West Virginia to rezone certain Federal lands, along US Route 340 that are currently zoned Industrial-Commercial; Residential-Growth and Residential-Light Industrial-Commercial, to Rural. These properties comprise a total of approximately 929 acres, of which 701 acres are under the control of the Harper's Ferry National Park Service and 228 acres are under the control of the U.S. Customs and Border Patrol. All comments heard by the County Commission at the public hearing will be considered as they prepare to approve or deny the map amendment.

The petition for rezoning may be seen at the Recording Office of the County Clerk located within the Jefferson County Courthouse from 9:00 a.m. to 5:00 p.m. on normal business days. All supporting documentation may also be viewed at the Department of Planning and Zoning website at: www.jeffersoncountywv.org.

All oral or written comments should be presented on **Thursday, November 18, 2010, at 7:00 p.m. in the Charles Town Library meeting room at 200 East Washington Street**, at the side entrance on Samuel Street. All persons who wish to provide written comments, but are unable to attend the public hearing should submit their comments to the County Commission by 10:00 a.m. on Thursday, November 18th at P.O. Box 338, Charles Town, WV 25414, or fax (304) 728-8126.

By Order of the
Jefferson County Commission
Lyn Widmyer, President

JEFFERSON COUNTY, WEST VIRGINIA
Engineering Department
116 East Washington Street
P.O. Box 716
Charles Town, West Virginia 25414

RECEIVED

NOV 01 2010

JEFFERSON COUNTY COMMISSION

Phone: 304-728-3257

Fax: 304-728-3953

Email: engineering@jeffersoncountywv.org

MEMORANDUM

TO: SANDY SLUSHER McDONALD, DEPUTY COUNTY ADMINISTRATOR
JEFFERSON COUNTY COMMISSION

FROM: ROGER L. GOODWIN, CHIEF COUNTY ENGINEER *Roger L. Goodwin/HB*
ENGINEERING DEPARTMENT

DATE: NOVEMBER 1, 2010

SUBJECT: LINDA W. CASE/CRAFTWORKS AT COOL SPRING
FILE #S10-03

Please find enclosed the bond(s) and security for the following project(s):

Linda W. Case/Craftwork at Cool Spring, Inc., which is secured by Cash-in-Escrow with The Bank of Charles Town located in Charles Town, West Virginia in the amount of 86,274.00.

The bond(s) is in compliance with the County Bonding Policy. If you have any questions, please give me a call.

RLG:rfb

*Appendix
✓ 11/18/10
info*

RECEIVED

NOV 04 2010

JEFFERSON COUNTY COMMISSION

Impact Fee Status Report October 2010

Department of Capital Planning and Management/Office of Impact Fees

Summary

Date Range: Friday 1 through Friday 29 October 2010

Report Date: 01 November 2010.

Process Number Range: 1000140 - 1000157

Total Applications: 18

Total Non-Exempt: 7

Of which:

Commercial: 2

Residential: 5

Of which:

County: 5

Municipal: 0

Total Exempt: 11

Of which:

Commercial: 5

Residential: 6

Of which:

County: 11

Municipal: 0

Tables 1 through 7 summarize impact fee processing for the month of October 2010:

Table 1. Form 100 Tallies

	Exempt	Residential Applications	Commercial Applications	Total
1-31 October 2010	11	5	2	
Fees collected		\$52,280.00	\$993.00	\$53,273.00
<i>Of which</i>				
School Impact Fee		\$45,432.00		\$45,432.00
Law Enforcement Fee		\$1,048.00	\$103.00	\$1,151.00
Parks & Recreation Fee		\$3,008.00		\$3,008.00
Fire & EMS Fee		\$2,792.00	\$890.00	\$3,682.00

Table 2. Financial Data – Department of Impact Fees General Account (3111776)

Description	Amount
Opening Statement Balance (1 October 10)	\$106,569.46
September Deposits (1 – 31 October 2010)	\$53,273.00
Interest Earned (31 October 10)	\$75.68
School Sep Transactions (withdraws via transfer on 19 Oct 2010)	(\$90,965.61)
Law Sep Transactions (withdraws via transfer on 19 Oct 2010)	(\$2,453.15)
Parks & Rec Sep Transactions (withdraws via transfer on 19 Oct 2010)	(\$6,022.93)
Fire & EMS Sep Transactions (withdraws via transfer on 19 Oct 2010)	(\$7,127.77)
Ending Statement Balance 31 October 2010)	\$53,348.68
<i>Outstanding Credits (deposits through 01 November 2010)</i>	<i>0.00</i>

Table 3. Financial Data – School Impact Fee Account (3107582)

Description	Amount
Opening Balance (1 October 2010)	\$976,734.03
Interest Earned (31 October 2010)	\$861.96
Sep Transactions (deposits via transfer on 19 Oct 2010)	\$90,965.61
Ending Balance (31 October 2010)	\$1,068,561.60

Table 4. Financial Data – Law Enforcement Impact Fee Account (3120120)

Description	Amount
Opening Balance (1 October 2010)	\$47,134.51
Interest Earned (31 October 2010)	\$40.90
Sep Transactions (deposits via transfer on 19 Oct 2010)	\$2,453.15
Ending Balance (31 October 2010)	\$49,628.56

Table 5. Financial Data – Parks & Recreation Impact Fee Account (3122808)

Description	Amount
Opening Balance (1 Sep 2010)	\$173,713.39
Interest Earned (31 October 2010)	\$149.69
Sep Transactions (deposits via transfer on 19 Oct 2010)	\$6,022.93
Ending Balance (31 October 2010)	\$179,886.01

Table 6. Financial Data – Fire & EMS Impact Fee Account (3122816)

Description	Amount
Opening Balance (1 Sep 2010)	\$451,515.49
Interest Earned (31 October 2010)	\$386.01
Sep Transactions (deposits via transfer on 19 Oct 2010)	\$7,127.77
Ending Balance (31 October 2010)	\$459,029.27

Table 7. Total Impact Fees as of 01 October 2010/1

Description	Amount
Department of Impact Fees General Account	\$53,348.68
School Impact Fee Account	\$1,068,561.60
Law Enforcement Fee Account	\$49,628.56
Parks & Recreation Impact Fee Account	\$179,886.01
Fire & EMS Impact Fee Account	\$459,029.27
Total	\$1,810,454.12

Notes:

/1 These values represent both impact fees collected and interest earned. The general account includes the outstanding credits listed in table 2 and outstanding debits, if any, listed in tables 3-6.

610

Form 100 Transaction Summary

Jefferson County Government – Department of Impact Fees

Applications with IPC Signature Dates/Form 190 Processing Dates between 01 and 31 October 2010

Process Application Number	Date	Last Name	First Name	Tax District	Deed Page	Tax Parcel	Impact Fee	Agreement Date	Exemption Reason
Exempt Applications									
1000142	10/12/2010	Synder	Bernard	02 Charles Town	53	1A 106	\$0.00	10/12/2010	Replacement of habitable DU with another DU
1000145	10/15/2010		Recreational	04 Harpers Ferry	824	141 9 67	\$0.00	10/18/2010	No change in use (commercial)
1000146	10/15/2010		Recreational	04 Harpers Ferry	824	141 9 67	\$0.00	10/18/2010	No change in use (commercial)
1000147	10/15/2010		Recreational	04 Harpers Ferry	824	141 9 67	\$0.00	10/18/2010	No change in use (commercial)
1000148	10/15/2010		Recreational	04 Harpers Ferry	824	141 9 67	\$0.00	10/18/2010	No change in use (commercial)
1000149	10/15/2010		Recreational	04 Harpers Ferry	824	141 9 67	\$0.00	10/18/2010	No change in use (commercial)
1000150	10/19/2010	Spencer	Ronald	07 Middleway	1083	256 12 5.6	\$0.00	10/19/2010	Replacement of habitable DU with another DU
1000152	10/19/2010	Hillmes	Eric	04 Harpers Ferry	1023	580 15 97	\$0.00	10/20/2010	Replacement of habitable DU with another DU
1000155	10/29/2010		Carllyle Group,	04 Harpers Ferry	972	354 21 25	\$0.00	10/29/2010	Replacement of habitable DU with another DU
1000156	10/29/2010		Carllyle Group,	04 Harpers Ferry	972	354 21 26	\$0.00	10/29/2010	Replacement of habitable DU with another DU
1000157	10/29/2010	Perkins	Pearl	07 Middleway	819	47 1 1.2	\$0.00	10/29/2010	Replacement of habitable DU with another DU

Category Count: 11

\$0.00

Category Total

Non-Exempt Applications

1000140	10/01/2010		K Hovnanian	04 Harpers Ferry	960	208 9D 87	\$13,070.00	10/01/2010	N/A
1000141	10/08/2010		Dan Ryan	02 Charles Town	1018	71 6A 48	\$0.00	10/08/2010	N/A
1000143	10/13/2010		Fellowship Bible	02 Charles Town	922	338 3 4.5	\$245.00	10/12/2010	
1000144	10/18/2010		Wilmoth	09 Shepherdstown	957	100 14B 37	\$13,070.00	10/18/2010	N/A
1000151	10/19/2010		Dan Ryan	06 Kabletown	797	485 12 16	\$13,070.00	10/19/2010	N/A
1000153	10/20/2010	Morgan	Zachery	09 Shepherdstown	1084	640 13 19.2	\$13,070.00	10/20/2010	N/A
1000154	10/27/2010	Case	Linda	06 Kabletown	1001	386 14 12	\$748.00	10/27/2010	N/A

Category Count: 7

\$53,273.00

Category Total

JEFFERSON COUNTY, WEST VIRGINIA
Department of Capital Planning and Management
114 East Washington Street
Charles Town, West Virginia 25414

COPY

F. Mark Schiavone
Director
Impact Fee Coordinator

Phone: (304) 728-3331
Fax: (304) 724-2178
mschiavone@jeffersoncountywv.org

MEMORANDUM

RECEIVED

TO: Tim Boyde, Vivian Fields, and Teresa Hendricks
FROM: F. Mark Schiavone
DATE: Monday, 01 November 2010
SUBJECT: **Transfer of Funds from Office of Impact Fees General Account to Sheriff's School Impact Fee Account.**

NOV 04 2010

JEFFERSON COUNTY COMMISSION

Attached please find Office of Impact Fees Form 655 which documents the transfer of impact fee funds from the Office of Impact Fees General Account (Bank of Charles Town account 3111776) to the **Sheriff of Jefferson County School Impact Fee Account (Bank of Charles Town account 3107582)** and an invoice to serve as the bill head for the transfer. This transfer is for Impact Fees collected by the Office of Impact Fees for the month of October 2010.

This transfer consists of two components:

- Impact Fee Process Numbers **1000140** through **1000157**, inclusive. Within this range there were 5 non-exempt impact fee payments. This amounts to **\$45,432.00**.
- Interest earned by the Office of Impact Fees General Account in October 2010 amounts to **\$75.68**, of which **\$64.33** is attributed to fees collected for School.

As per the attached invoice, the total amount of this transfer is \$45,496.33.

Check # 774

Jefferson County Commission

P.O. Box 250
 Charles Town, WV 25414

Invoice

Number: 10040
Date: 11/1/2010

Bill To:

Department of Capital Planning and Management
 114 E. Washington Street
 Charles Town, WV 25414

Pay To:

Jefferson County Sheriff
 102 Industrial Blvd.
 Suite 100
 Kearneysville, WV 25430

P.O. Number

0

Vendor Number**Dept./Line****Item # Charged****Description****Amount**

	Impact Fee payments collected for month of October 2010 into the Office of Impact Fees General Account (3111776) to be paid to the Sheriff of Jefferson County School Impact Fees Bank Account (3107582).	\$45,432.00
	Interest earned by the Office of Impact Fees General Account October 2010.	\$64.33
	Impact Fee Process Numbers 1000140 through 1000157, inclusive. Within this range, there were 5 non-exempt impact fee payments.	
Total:		\$45,496.33

Notes/Comments: Transfer of funds into School Impact Fee Account (3107582).



Account Withdraws
 Department of Impact Fees - Jefferson County Government

Account 3111776

Schools

Check Number 774

Trace 20101101:40768.87

Date 11/1/2010

Series 1

Recipient Sheriff of Jefferson County

Amount \$45,432.00

Account 3107582

Signature 1 Lyn Widmyer

Signature 2 Bobby Shirley

Signature 3 Jennifer Maghan

Notes: Transfer of Oct fees.

Deposit Date	Process Number	Ordinance	Enact Date	Amount
10/4/2010	1000140	2003-3	11/24/2005	\$11,358.00
10/14/2010	1000143	2003-3	11/24/2005	\$0.00
10/19/2010	1000144	2003-3	11/24/2005	\$11,358.00
10/20/2010	1000151	2003-3	11/24/2005	\$11,358.00
10/21/2010	1000153	2003-3	11/24/2005	\$11,358.00
10/28/2010	1000154	2003-3	11/24/2005	\$0.00
Total amount for this withdraw				\$45,432.00
Total amount for this account				\$45,432.00
Total amount all accounts				\$45,432.00

JEFFERSON COUNTY, WEST VIRGINIA
Department of Capital Planning and Management
114 East Washington Street
Charles Town, West Virginia 25414

COPY

F. Mark Schiavone
Director
Impact Fee Coordinator

Phone: (304) 728-3331
Fax: (304) 724-2178
mschiavone@jeffersoncountywv.org

RECEIVED

MEMORANDUM

NOV 04 2010

TO: Tim Boyde, Vivian Fields, and Teresa Hendricks
FROM: F. Mark Schiavone
DATE: Monday, 01 November 2010
SUBJECT: **Transfer of Funds from Office of Impact Fees General Account to Sheriff's Law Enforcement Impact Fee Account.**

JEFFERSON COUNTY COMMISSION

Attached please find Office of Impact Fees Form 655 which documents the transfer of impact fee funds from the Office of Impact Fees General Account (Bank of Charles Town account 3111776) to the **Sheriff of Jefferson County Law Enforcement Impact Fee Account (Bank of Charles Town account 3120120)** and an invoice to serve as the bill head for the transfer. This transfer is for Impact Fees collected by the Office of Impact Fees for the month of October 2010.

This transfer consists of two components:

- Impact Fee Process Numbers **1000140** through **1000157**, inclusive. Within this range there were 7 non-exempt impact fee payments. This amounts to **\$1,151.00**.
- Interest earned by the Office of Impact Fees General Account in October 2010 amounts to **\$75.68**, of which **\$1.51** is attributed to fees collected for Law Enforcement.

As per the attached invoice, the total amount of this transfer is \$1,152.51.

Check # 775

Jefferson County Commission

P.O. Box 250
 Charles Town, WV 25414

Invoice

Number: 10041
Date: 11/1/2010

Bill To:

Department of Capital Planning and Management
 114 E. Washington Street
 Charles Town, WV 25414

Pay To:

Jefferson County Sheriff
 102 Industrial Blvd.
 Suite 100
 Kearneysville, WV 25430

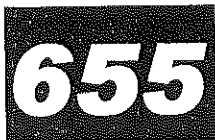
P.O. Number

0

Vendor Number

Dept./Line Item # Charged	Description	Amount
	Impact Fee payments collected for month of October 2010 into the Office of Impact Fees General Account (3111776) to be paid to the Sheriff of Jefferson County Law Enforcement Impact Fees Bank Account (3120120).	\$1,151.00
	Interest earned by the Office of Impact Fees General Account October 2010.	\$1.51
	Impact Fee Process Numbers 1000140 through 1000157, inclusive. Within this range, there were 7 non-exempt impact fee payments.	
Total:		\$1,152.51

Notes/Comments: Transfer of funds into Law Enforcement Impact Fee Account (3120120).



Account Withdraws
 Department of Impact Fees - Jefferson County Government

Account 3111776

Law Enforcement

Check Number 775

Trace 20101101:40942.88

Date 11/1/2010 Series 2

Recipient Sheriff of Jefferson County

Amount \$1,151.00

Account 3120120

Signature 1 Lyn Widmyer

Signature 2 Bobby Shirley

Signature 3 Jennifer Maghan

Notes: Transfer of Oct fees.

Deposit Date	Process Number	Ordinance	Enact Date	Amount
10/4/2010	1000140	2005-1	3/22/2005	\$262.00
10/14/2010	1000143	2005-1	3/22/2005	\$25.00
10/19/2010	1000144	2005-1	3/22/2005	\$262.00
10/20/2010	1000151	2005-1	3/22/2005	\$262.00
10/21/2010	1000153	2005-1	3/22/2005	\$262.00
10/28/2010	1000154	2005-1	3/22/2005	\$78.00
Total amount for this withdraw				\$1,151.00
Total amount for this account				\$1,151.00
Total amount all accounts				\$1,151.00

JEFFERSON COUNTY, WEST VIRGINIA
Department of Capital Planning and Management
114 East Washington Street
Charles Town, West Virginia 25414

COPY

F. Mark Schiavone
Director
Impact Fee Coordinator

Phone: (304) 728-3331
Fax: (304) 724-2178
mschiavone@jeffersoncountywv.org

MEMORANDUM

RECEIVED

TO: Tim Boyde, Vivian Fields, and Teresa Hendricks
FROM: F. Mark Schiavone
DATE: Monday, 01 November 2010
SUBJECT: **Transfer of Funds from Office of Impact Fees General Account to Sheriff's Parks & Recreation Impact Fee Account.**

NOV 04 2010

JEFFERSON COUNTY COMMISSION

Attached please find Office of Impact Fees Form 655 which documents the transfer of impact fee funds from the Office of Impact Fees General Account (Bank of Charles Town account 3111776) to the **Sheriff of Jefferson County Parks & Recreation Impact Fee Account (Bank of Charles Town account 3122808)** and an invoice to serve as the bill head for the transfer. This transfer is for Impact Fees collected by the Office of Impact Fees for the month of October 2010.

This transfer consists of two components:

- Impact Fee Process Numbers **1000140** through **1000157**, inclusive. Within this range there were 5 non-exempt impact fee payments. This amounts to **\$3,008.00**.
- Interest earned by the Office of Impact Fees General Account in October 2010 amounts to **\$75.68**, of which **\$4.54** is attributed to fees collected for Parks & Recreation.

As per the attached invoice, the total amount of this transfer is **\$3,012.54**.

Check # 776

Jefferson County Commission

P.O. Box 250
 Charles Town, WV 25414

Invoice

Number: 10042

Date: 11/1/2010

Bill To:

Department of Capital Planning and Management
 114 E. Washington Street
 Charles Town, WV 25414

Pay To:

Jefferson County Sheriff
 102 Industrial Blvd.
 Suite 100
 Kearneysville, WV 25430

P.O. Number

0

Vendor Number

Dept./Line

Item # Charged

Description

Amount

	Impact Fee payments collected for month of October 2010 into the Office of Impact Fees General Account (3111776) to be paid to the Sheriff of Jefferson County Parks & Recreation Impact Fees Bank Account (3122808).	\$3,008.00
	Interest earned by the Office of Impact Fees General Account October 2010.	\$4.54
	Impact Fee Process Numbers 1000140 through 1000157, inclusive. Within this range, there were 5 non-exempt impact fee payments.	
Total:		\$3,012.54

Notes/Comments: Transfer of funds into Parks & Recreation Impact Fee Account (3122808).

655

Account Withdraws
Department of Impact Fees - Jefferson County Government

Account 3111776

Parks & Rec

Check Number 776

Trace 20101101:41130.95

Date 11/1/2010

Series 3

Recipient Sheriff of Jefferson County

Amount \$3,008.00

Account 3122808

Signature 1 Lyn Widmyer

Signature 2 Bobby Shirley

Signature 3 Jennifer Maghan

Notes: Transfer of Oct fees

Deposit Date	Process Number	Ordinance	Enact Date	Amount
10/4/2010	1000140	2005-2	5/12/2005	\$752.00
10/14/2010	1000143	2005-2	5/12/2005	\$0.00
10/19/2010	1000144	2005-2	5/12/2005	\$752.00
10/20/2010	1000151	2005-2	5/12/2005	\$752.00
10/21/2010	1000153	2005-2	5/12/2005	\$752.00
10/28/2010	1000154	2005-2	5/12/2005	\$0.00
Total amount for this withdraw				\$3,008.00
Total amount for this account				\$3,008.00
Total amount all accounts				\$3,008.00

JEFFERSON COUNTY, WEST VIRGINIA
Department of Capital Planning and Management
114 East Washington Street
Charles Town, West Virginia 25414

COPY

F. Mark Schiavone
Director
Impact Fee Coordinator

Phone: (304) 728-3331
Fax: (304) 724-2178
mschiavone@jeffersoncountywv.org

MEMORANDUM

RECEIVED

TO: Tim Boyde, Vivian Fields, and Teresa Hendricks
FROM: F. Mark Schiavone
DATE: Monday, 01 November 2010
SUBJECT: **Transfer of Funds from Office of Impact Fees General Account to Sheriff's Fire & EMS Impact Fee Account.**

NOV 04 2010

JEFFERSON COUNTY COMMISSION

Attached please find Office of Impact Fees Form 655 which documents the transfer of impact fee funds from the Office of Impact Fees General Account (Bank of Charles Town account 3111776) to the **Sheriff of Jefferson County Fire & EMS Impact Fee Account (Bank of Charles Town account 3122816)** and an invoice to serve as the bill head for the transfer. This transfer is for Impact Fees collected by the Office of Impact Fees for the month of October 2010.

This transfer consists of two components:

- Impact Fee Process Numbers **1000140** through **1000157**, inclusive. Within this range there were 7 non-exempt impact fee payments. This amounts to **\$3,682.00**.
- Interest earned by the Office of Impact Fees General Account in October 2010 amounts to **\$75.68**, of which **\$5.30** is attributed to fees collected for Fire & EMS.

As per the attached invoice, the total amount of this transfer is \$3,687.30.

Check # 777

Jefferson County CommissionP.O. Box 250
Charles Town, WV 25414**Invoice**

Number: 10043

Date: 11/1/2010

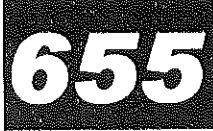
Bill To:Department of Capital Planning and Management
114 E. Washington Street
Charles Town, WV 25414**Pay To:**Jefferson County Sheriff
102 Industrial Blvd.
Suite 100
Kearneysville, WV 25430**P.O. Number**

0

Vendor Number

Dept./Line Item # Charged	Description	Amount
	Impact Fee payments collected for month of October 2010 into the Office of Impact Fees General Account (3111776) to be paid to the Sheriff of Jefferson County Fire & EMS Impact Fees Bank Account (3122816).	\$3,682.00
	Interest earned by the Office of Impact Fees General Account October 2010.	\$5.30
	Impact Fee Process Numbers 1000140 through 1000157, inclusive. Within this range, there were 7 non-exempt impact fee payments.	
Total:		\$3,687.30

Notes/Comments: Transfer of funds into Fire & EMS Impact Fee Account (3122816).



Account Withdraws
 Department of Impact Fees - Jefferson County Government

Account 3111776

Fire & EMS

Check Number 777

Trace 20101101:41672.45

Date 11/1/2010 Series 4

Recipient Sheriff of Jefferson County

Amount \$3,682.00

Account 3122816

Signature 1 Lyn Widmyer

Signature 2 Bobby Shirley

Signature 3 Jennifer Maghan

Notes: Transfer of Oct fees.

Deposit Date	Process Number	Ordinance	Enact Date	Amount
10/4/2010	1000140	2005-3	5/12/2005	\$698.00
10/14/2010	1000143	2005-3	5/12/2005	\$220.00
10/19/2010	1000144	2005-3	5/12/2005	\$698.00
10/20/2010	1000151	2005-3	5/12/2005	\$698.00
10/21/2010	1000153	2005-3	5/12/2005	\$698.00
10/28/2010	1000154	2005-3	5/12/2005	\$670.00

Total amount for this withdraw \$3,682.00

Total amount for this account \$3,682.00

Total amount all accounts \$3,682.00

State of West Virginia,
COUNTY OF JEFFERSON

I, **Brenda K. Engle**, do solemnly swear or affirm that I will support the Constitution of the United States and the Constitution of the State of West Virginia.

I, **Brenda K. Engle**, do solemnly swear or affirm that I will faithfully discharge and perform the duties of the office of Jefferson County Emergency Services Agency to the best of my skill and judgment, and according to law. So help me God.

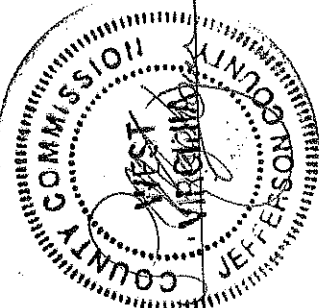
Signed Brenda K. Engle

The above oath was taken and subscribed on this 8th day of November, 2010 at the Jefferson County Court House, 100 East Washington Street, Charles Town, West Virginia.

WV Constitution Article IV, Section 5. Oath or affirmation to support the constitution.

Every person elected or appointed to any office, before proceeding to exercise the authority, or discharge the duties thereof, shall make oath or affirmation that he will support the constitution of the United States and the constitution of this state, and that he will faithfully discharge the duties of his said office to the best of his skill and judgment; and no other oath, declaration, or test shall be required as a qualification, unless herein otherwise provided.

Oath administered by Jennifer S. Maghan
Clerk of the County Commission

Signed Jennifer S. Maghan


State of West Virginia,

COUNTY OF JEFFERSON

Jennifer S. Maghan
JEFFERSON County 02:53:34 PM
Instrument No 201002245
Date Recorded 11/08/2010
Document Type OATHS
Book-Page 1-305

I, **Marty L. Freeman**, do solemnly swear or affirm that I will support the Constitution of the United States and the Constitution of the State of West Virginia.

I, **Marty L. Freeman**, do solemnly swear or affirm that I will faithfully discharge and perform the duties of the office of Jefferson County Emergency Services Agency to the best of my skill and judgment, and according to law. So help me God.

Signed Marty L. Freeman

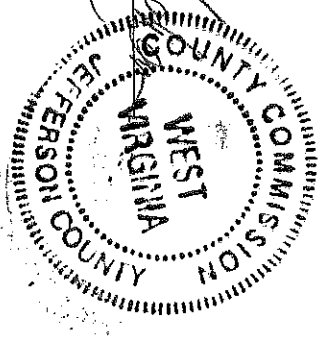
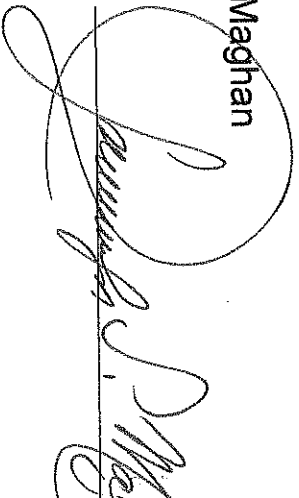
The above oath was taken and subscribed on this 8th day of November, 2010 at the Jefferson County Court House, 100 East Washington Street, Charles Town, West Virginia.

WV Constitution Article IV, Section 5. Oath or affirmation to support the constitution.

Every person elected or appointed to any office, before proceeding to exercise the authority, or discharge the duties thereof, shall make oath or affirmation that he will support the constitution of the United States and the constitution of this state, and that he will faithfully discharge the duties of his said office to the best of his skill and judgment; and no other oath, declaration, or test shall be required as a qualification, unless herein otherwise provided.

Oath administered by Jennifer S. Maghan
Clerk of the County Commission

Signed



State of West Virginia,

COUNTY OF JEFFERSON

I, **Paul Rosa**, do solemnly swear or affirm that I will support the Constitution of the United States and the Constitution of the State of West Virginia.

I, **Paul Rosa**, do solemnly swear or affirm that I will faithfully discharge and perform the duties of the office of Jefferson County Emergency Services Agency to the best of my skill and judgment, and according to law. So help me God.

Signed _____
Paul Rosa

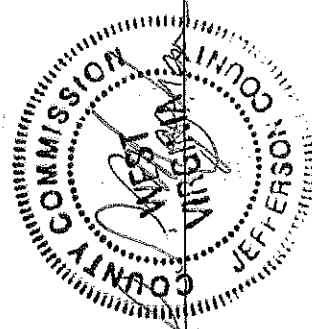
The above oath was taken and subscribed on this 8th day of November, 2010 at the Jefferson County Court House, 100 East Washington Street, Charles Town, West Virginia.

WV Constitution Article IV, Section 5. Oath or affirmation to support the constitution.

Every person elected or appointed to any office, before proceeding to exercise the authority, or discharge the duties thereof, shall make oath or affirmation that he will support the constitution of the United States and the constitution of this state, and that he will faithfully discharge the duties of his said office to the best of his skill and judgment; and no other oath, declaration, or test shall be required as a qualification, unless herein otherwise provided.

Oath administered by Jennifer S. Maghan
Clerk of the County Commission

Signed _____
Jennifer S. Maghan



Friends of the Blue Ridge Mountains

November 5, 2010

The Honorable Ms Lyn Widmyer
President, Jefferson County Commission
POB 250
Charles Town, WV 25414

Dear Ms Widmyer:

Re: Selection of the Jefferson County Planning Commission for our Friend of the Mountain Award

The Friends of the Blue Ridge Mountains has selected the Jefferson County Planning Commission for our 2010 Friend of the Mountain Award. We made this selection in recognition of their initiating the Blue Ridge Communities Plan and for the progress on preserving the ordinances designed to protect the Blue Ridge Mountains in West Virginia.

This award is given annually to that individual or organization which we believe made a significant contribution to achieving our Mission Statement "to preserve, enhance and celebrate the Blue Ridge Mountains as a valuable resource and treasured space for present and future generations."

Last year this award was given to the Town of Purcellville for creating a conservation easement on 1300 acres of their land on the mountains.

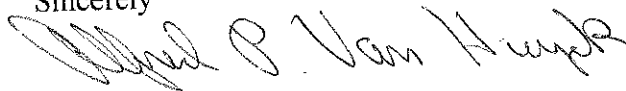
The Friends of the Blue Ridge Mountains is a non-partisan, 501(c)(3) organization with members from the four counties of Loudoun, Clarke, and Fauquier in Virginia and Jefferson County in West Virginia. Our area of interest is the Blue Ridge Mountains from Route 66 to the Potomac River. I've enclosed our brochure which provides a description of our activities.

We have conducted field visits to the Blue Ridge Mountains in West Virginia so we appreciate the importance of the work underway by the Jefferson County Planning Commission. We believe their efforts are commendable and worthy of support.

We look forward to coming to a meeting of the Jefferson County Commission to make the presentation at a time you select. You can respond to me at the above address or by email.

RECEIVED

Sincerely



Alfred P. Van Huyck
President, Friends of the Blue Ridge Mountains
email: avanhuyck@aol.com

Jefferson County Commission

cc: Tim Boyd, County Administrator; John Maxey, President, County Planning Commission; and Ms Jennifer Brockman, Director, Department of Planning

NOV 10 2 1



Good Shepherd Interfaith Volunteer
CAREGIVERS
 A Faith In Action Program

NEIGHBOR TO NEIGHBOR

A Neighbor's Independence Depends on You

Fall 2010

Open House at our New Office

By Paula Marrone-Reese



Good Shepherd is looking a little different after our recent move to 7311 Martinsburg Pike. To show off our new digs and celebrate 20 years of caregiving, we are holding an open house on Friday, November 19, from 10 to 6.

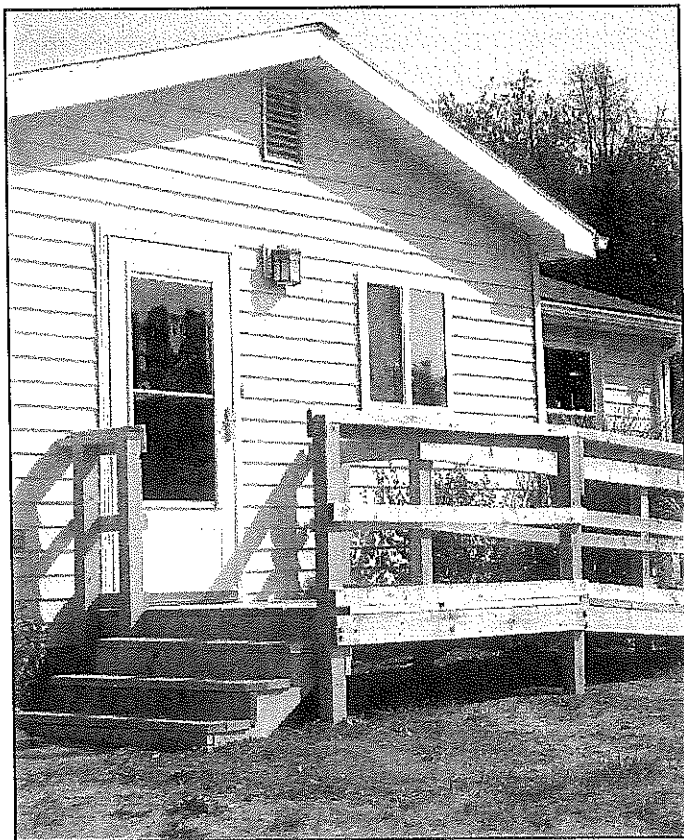
We are excited about this move and believe it will help us deliver quality service, boost staff morale and make wise investment of funding dollars. When staff members are asked what they like most about the new space, answers vary. Personally, I like the fact that no one has to go through my office to use the restroom! Handicap ramps are on both the front and rear entrances, and we now have adequate staff and client parking. There is a warm, inviting feeling throughout the whole building. One of the best features is that the new building has an attached rental unit that brings in monthly income, offsetting the mortgage payment, which reduces operating expenses.

We can only hope to have the same kind of renter that

we were, never missing a payment in our 12 years in rented space in a beautiful historic building in downtown Shepherdstown owned by Joyce Thornton. We were lucky to have volunteers who helped maintain the building, keeping the cost of repairs down for our landlady.

Thanks to all the hard work of our great supporters, Good Shepherd's move was a huge success. Our friends built ramps, carried boxes, packed and unpacked, painted, cleaned up the outside, and installed telephones and network cables. Please be patient with us while we complete the many unfinished tasks related to our move. Now that our handicap ramps are complete, we are waiting patiently on the completion of our working train and waterfall. Watch for more news to follow in the upcoming months.

Whether you are a volunteer, care receiver, board member, donor, or community member, please stop in to say hello and see the new, improved Good Shepherd office. We are in a house just outside of Shepherdstown, on Route 45. From Shepherdstown, we are on the right side, near the 7 Eleven store and in front of the two blue water towers. If you can't make it to the open house, please drop in another time.



Changes Afoot at Good Shepherd

By Kalie Potter

The end of summer has brought about a number of changes for Good Shepherd Caregivers, including the move to a new building and new additions to the staff. The organization is pleased to welcome Kalie Potter as care team and resource coordinator, and Betty Shipley as receptionist. Both women are residents of Jefferson County and have experience in the non-profit sector.

Kalie is a 2009 graduate of Shepherd University's Mass Communication Department. She is serving a one-year term at Good Shepherd through LifeBridge AmeriCorps, a government-funded service program. Recently, she served a term with AmeriCorps as the case coordinator with a non-profit organization assisting low-income families in Jefferson and Berkeley counties.

Originally from Florida, Kalie moved to Jefferson County with her parents and sister at age eight. She lived in Charles Town until 2008, and now resides in Shepherdstown with her dog, Nina.

continued on page 3

Fall 2010



Good Shepherd Interfaith Volunteer
CAREGIVERS

A Faith In Action Program

MAIN OFFICE
P.O. Box 1882
7311 MARTINSBURG PIKE
SHEPHERDSTOWN, WV 25443
WWW.GSIVC.ORG
O: (304) 876-3325
F: (304) 876-1645

Paula Marrone-Reese
EXECUTIVE DIRECTOR

Angela Hill
PROGRAM MANAGER

Kalie Potter
CARE TEAM & RESOURCE COORDINATOR

Betty Shipley
RECEPTIONIST

SOUTH JEFFERSON OFFICE
ZION EPISCOPAL CHURCH, PARISH HOUSE
221 E. WASHINGTON STREET
CHARLES TOWN, WV 25414
(304) 725-2262

Nancy Lynn Marmorella
SOUTH JEFFERSON OUTREACH COORDINATOR
NEWSLETTER EDITOR

Monica Larson
NEWSLETTER LAYOUT VOLUNTEER

The Rev. Georgia DuBose
VOLUNTEER NEWSLETTER ASSISTANT

John Lilga
VOLUNTEER MEDICAL EQUIPMENT MGR.

Peggy Grantham & Pheny Aldis
OFFICE VOLUNTEERS

Special thanks to staff for photography.

© GSIVC, 2010
*Please do not reprint text or
graphics without permission.*

Can You Give a Little Time to Help Good Shepherd?

Do you like to tinker with fix-it projects? Would you enjoy occasionally giving someone a ride to dialysis or a doctor's appointment? Could you do some dusting or yard work from time to time for someone who can no longer do these things? These are some of the tasks that our volunteers perform for our neighbors here in Jefferson County. Volunteers also help out at our main office.

A two-hour training is all that is required to become a volunteer. We have two trainings coming up soon:

Friday, November 5, 1 - 3 p.m., at Good Shepherd Caregivers, 7311 Martinsburg Pike, Shepherdstown.

Wednesday, December 8, 10 a.m. to noon, at Zion Episcopal Church Parish House in Charles Town.

For more information or to register for either session, please call Nancy Marmorella at (304) 725-2262 or email nmarmorella@gsivc.org.

Good Shepherd Caregivers Board of Directors

Dan Rowzie
PRESIDENT

Dave Spunich
VICE-PRESIDENT

Gary Tucker
SECRETARY

Karen Kinnett
TREASURER

Ruth Brown
Katherine Dunbar
Kevin Haymaker
Judy Hockman
Jack Lantzy
The Rev. Susan MacDonald
The Rev. Joanna Marceron
The Very Rev. Melanie McCarley
The Rev. Dr. G. T. Schramm
Betty Severson
Dan VanBelleghem

Good Shepherd Caregivers Mission Statement

*Good Shepherd Caregivers, a
"Faith in Action" program,
provides non-medical volunteer
caregiving to home-based
older adult and/or disabled
Jefferson County residents to
promote independence,
security and well-being.*



Monthly Meal Ministry

The monthly meal ministry at Zion Episcopal Church continues. A free meal is served in the gymnasium of the church parish house at 221 East Washington Street, Charles Town (the building our South Jefferson office is in) on the last Saturday of each month, from 12 noon to 2 p.m. Meals may also be carried out or delivered.

The end of the month is a time when many families and senior citizens find their pantries and their wallets getting low, as they wait for their monthly checks to arrive, and Zion Episcopal is reaching out to those in our community who need a little extra help at that time.

Zion Episcopal Church welcomes volunteer help and monetary donations for the meals. For further information, or to arrange delivery of the monthly meal within Jefferson County, please call the church office at (304) 725-5312.



Another Means to Be Safe!

SafeLink Wireless offers Lifeline Service, a program that enables qualifying customers to receive free cellular service and a free SafeLink Wireless cell phone. SafeLink Wireless offers about one hour's worth of calling time per month, and other wireless services, such as voice mail, to eligible low-income households. If you participate in a government assistance program or fall under a certain yearly household income, you could be eligible for a free SafeLink Wireless phone and free monthly minutes. The program is limited to one phone per household. No credit report is necessary and no contracts are required. You will never get an invoice or bill. Check the eligibility requirements online at SafeLink.com or call 1-800-SafeLink (1-800-723-3546).

Changes Afoot at Good Shepherd (from page 1)

"I am very excited to spend my service term with the staff and volunteers here at Good Shepherd. Everyone is so optimistic and upbeat; it is a real joy to be a part of such a positive organization that provides necessary and beneficial services to the citizens of Jefferson County," said Kalie.

Betty comes to Good Shepherd through the Senior Community Services Employment Program (SCSEP). SCSEP is administered by the U. S. Department of Labor's Employment and Training Administration.

Betty and her husband Garry were born and raised in Shepherdstown. They have been blessed with two children, five grandchildren and one great-grandchild. For 30 years, Betty was employed by Specialty Binding, a family-owned business in Shepherdstown, but due to the poor economic climate, the business was forced to close.

"I have a passion for the mission of Good Shepherd, and I look forward to being a part of such an amazing team," said Betty.

With Sympathy

Good Shepherd extends our deepest condolences to the families of the following care receivers, volunteers and community members:

Robert F. Baronner, Sr.
Barbara Josephine Bratina

Judy Bury

Laurie Capell

Lyda C. Coffey

Donald S. Eby

David C. Eldridge

Louis A. Garvin

James L. Hatchett

Bill Hendricks

Richard Hill

Jessie Inis

Georgene Jones

Todd M. Kable

Richard A. Longerbeam

Mildred P. Marovich

Evelyn S. Mason

Thomas McSwain

Karen Ann Meier

Joseph D. Michael

Susan Ashley Osment

Benjamin F. Painter

Steven K. Peacher

Paul H. "Skip" Peel

Richard Pipkin

Howard G. Shade

Elizabeth L. (Betty) Smith

Ruth E. Tucker

Helen E. Warriner

The Rev. Robert Earl Wilbourne

Della "Sally" Willingham

Ellen L. Wilt

Announcing the Birthday Brigade!

By Nancy Lynn Marmorella

Good Shepherd Caregivers has recently formed a Birthday Brigade. It began with a request this summer from a care receiver who lives alone and was about to turn 86. She wanted to know if someone could bake a birthday cake for her. She offered to give them the mix, but we assured her that wouldn't be necessary. We contacted the Anderson family, Arlene and Jae and their two young children, who had recently trained as volunteers and who wanted something they could do together as a family. They baked a cake and took it to her, along with some flowers, and sang Happy Birthday. Our care receiver appreciated it so much and the Anderson family enjoyed doing it. It got us to thinking that we must have other care receivers who don't have family nearby and would enjoy this.

Arlene and Jae offered to coordinate the Brigade. Each month, Good Shepherd staff will identify care receivers

who have a birthday that month and who might appreciate getting a cake (particularly those who live alone or whose spouse is also a care receiver, and who have no family nearby). Arlene and Jae will first call each care receiver to see if they are interested and to find out whether they are diabetic or have any other dietary restrictions. They will then find a volunteer to take the assignment. The volunteer will be given the care receiver's name and number and will call the receiver to make arrangements to bring the cake.

If you would like to be on a list of volunteers for this, or if you are a care receiver who would like to have a cake brought to you for your birthday, please let me know, either by phone, (304) 725-2262, or by email, nmarmorella@gsivc.org.

If you have spouses or friends who are interested but who are not already volunteers with Good Shepherd, they may contact me; we can get them trained as volunteers so they can participate in the Brigade. The secretary at Zion Episcopal Church, where our South Jefferson office is housed, recently became a GS volunteer for this purpose, and has already brought a cake to a care receiver!

Snacks

From Our Cookbook

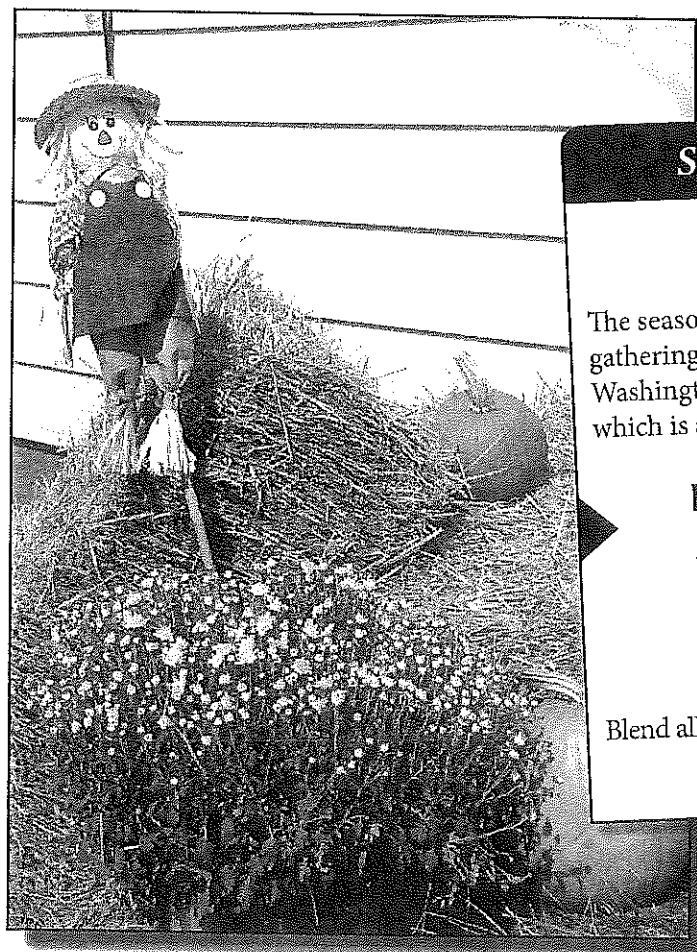
The season of pumpkins is here, and what could be simpler for a fall gathering than this delicious dip recipe? Nina and Mel Vogel of the Washington House Inn provided it for our *Feed Your Faith* cookbook, which is available at our offices for a donation of any size.

FAMOUS PUMPKIN RECIPE

1 small can pumpkin
1 (8-oz.) pkg. cream cheese
2 c. confectioner's sugar
½ tsp. ground ginger

½ tsp. nutmeg
½ tsp. vanilla
1 tsp. cinnamon

Blend all ingredients together; use ginger snaps for dipping.



11th ANNUAL POTTER'S BOWL

Friday, March 4, 2011

6:00—8:00pm

Shepherdstown Fire Hall

Donation: \$25

12 & under: \$5

**Advance tickets are available
at our offices:**

**7311 Martinsburg Pike
Shepherdstown**

**221 E. Washington Street
(Zion Episcopal Parish House)
Charles Town**



QUILT RAFFLE

TICKETS: \$5 OR 3/\$10

Dimensions: 74" x 92"

Graciously donated by: Stitching with Mary

All proceeds benefit Good Shepherd Caregivers.

Event will feature:

- Delicious Homemade Soups, Breads & Desserts
- Silent & Live Auctions featuring Fine Crafts and Other Fun Items!
- Handmade Bowls to Keep!!!

Good Shepherd Caregivers

Spaghetti Dinner Fundraiser

Friday, January 14, 2011

6 – 8 pm

Shepherdstown Fire Hall

\$10 – Adults

\$5 – Child

Under 5 – Free

Includes: Spaghetti, salad, breads, drinks, and desserts

For ticket information, please contact 304/876-3325
or 725-2262

or visit us at:
7311 Martinsburg Pike, Shepherdstown.



Letter From South Jefferson



Dear Good Shepherd Friends,

Over the past several months, I have taken on the task of filling requests from our care receivers in the southern part of the county. After nearly six years with Good Shepherd Caregivers, I thought I knew the agency pretty thoroughly, but this has given me a deeper

look at what we do and who we are serving.

The majority of our care receiver requests are for transportation, primarily to medical appointments, but also for hair appointments, grocery shopping or other errands. We are currently trying to fill an increasing number of requests for other services, such as light house cleaning and visits. I have noticed that our care receivers tend not to ask for visits, but if I ask them, they may very well be interested. When I speak to the care receivers, I try to notice needs such as this that may be unspoken.

One of our care receivers is a lady well into her 80s, who lives alone and is extremely hard of hearing. Several months ago, a Good Shepherd volunteer took her to an audiology appointment. They learned that, although she was desperately in need of a better hearing aid, the cost was far beyond her reach. I tried in vain to locate a program that would donate a hearing aid. Meanwhile, it had become virtually impossible to talk to this lady on the phone. I would shout until I was hoarse, and she would give responses totally unrelated to what I had said. During this time, I was in touch with her doctor, who was also concerned about her, and our

medical equipment volunteers, John Lilga and Frank VanHilst, were dropping in to check on her occasionally.

Recently, another care receiver told me about her new CapTel phone, which displays the caller's words on a screen. This lady also lives alone and is very hard of hearing, but this technology had enabled her to connect and communicate with others. She gave me a brochure, saying, "Maybe you know someone else who can use one of these."

A donor purchased a phone and gave it to our medical equipment loan program. The phone works with her existing landline and there is no charge for the captioning service. John and Frank, our equipment guys, set the phone up and showed her how to use it. I called her while they were there, so she could practice. She was so glad to have it! We received a note afterward from her doctor, saying, "Thank you Good Shepherd. What an amazing thing you have done for her to open up a sense that was shut off. She is way less isolated now."

We are hoping to be able to purchase more of these phones in the future for other care receivers, but we currently have no grant funds left for more equipment. Our medical equipment loan program is in need of other types of equipment, as well. We accept donations of new or used equipment, so please keep us in mind and let others know who may have items to donate.

It is such a pleasure to be involved with an agency that helps to keep people independent and connected!

Yours truly,

Nancy Marmorella

South Jefferson Outreach Coordinator

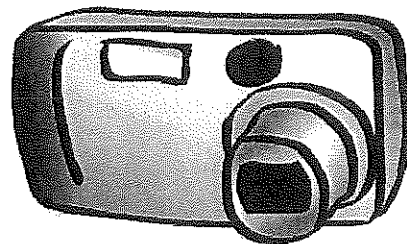
Welcome, New Volunteers! Good Shepherd extends a warm welcome to our newest volunteers:

Ben Andrews	Fran Huesman
Joe Anderson	Harry Jackson, Jr.
Arlene Fernandez-Anderson	Lisa Jacobs
Corey Anderson	Kristi Johnston
Cara Anderson	Jim Keel
Brad Boyle	Jack Lantzy
Malika Briggs	Monica Larson
Elaine Clark	John Lewis
Bob Devlin	Kylie Magitz
Christel Devlin	Collin McCann
Erdem Ergin	Jason McKahan
Joan Ergin	Maureen Nolan
Cathy Fudge	Howard Schwartz
Glen Fudge	Bethany Tremblay
Georgia Gessler	Millie Wells
Peggy Grantham	Richard Womeldorf
Stina Herrick	

Wish List

Can you help by donating any of the following?

- Copy paper (white and colors)
- Mailing labels (2 & 3 column)
- Bottled water (individual size)
for volunteers & events
- 5 gallon bottles of drinking water
- Digital camera (minimum 6MP)
- Garbage bags (13 & 33-gallon)
- Stamps (17-, 28- & 44-cent)



Honor Roll

Good Shepherd Caregivers is grateful to all individuals, organizations and businesses contributing to our work. This report includes only the names of donors whose gifts were received between May 16 and September 30, 2010. We apologize if your name has been incorrectly entered or unintentionally omitted; please call our office with any such additions or corrections. Thank you!

Honor Roll May 16-September 30, 2010

GUILD OF HONOR

Lifetime Partners (\$10,000 cumulative)

Continuing members:

Anonymous
Dorsey, Meade & Honnor
Dunn, Stanley & Kitty
Helen Parker Willard Foundation
Hockensmith, Charles & Debra
Hockensmith, Dean & Wilma (Dean's Lawnmower Shop)
Jones, Stan & Judy
Kemnitzer, Dave & Sue
Willard, Henry II & Louise

Benevolent Partners
(\$2,500-\$9,999 cumulative)

New members:

MacDonald, Randy & Susan *IMO Nancy Hockensmith & Meade Dorsey*
Salladay, Philip
Spunich, Dave & Linda

Continuing members:

Goodrich, Mina
Hammann, Connie & Mary Ann
Kinnett, Doug & Karen
Severson, Ivan & Betty

Honorary Partners
(\$500-\$2,499 cumulative)

New members:

Dempsey, John & Margaret²
Ehman, Joseph & Jean
Fleming, Sarah *IMO Lee Russo*
Link, Adam & Margaret
Mahoney, Mary Ellen
Mauck, John & Lauren²
Sholl, Michael & Kathleen *IMO Yvonne Moosy*

Snyder, Jane *IMO William B. Snyder, Jr.*
W. L. Hockensmith Realty *IMO Nancy Hockensmith*

Continuing members:

Adkins, Skip
Asam, Erwin & Carol
Burcham, Kenny & Cathy
Erlebach, Karine
Kerfoot, Tom & Anne
Kerneck, Dr. Clyde & Judy *IMO Yvonne Moosy*
Lilga, John & Judy
Lind, David & Nada
Morotti, Helen
Rockwell, Doug & Carol
Senseney Gander, Lib
Sloate, Tom & Lenore
Tyler-McGraw, Marie
Wicks, Chuck *IMO David & Elsie Harne*

CIVIC, BUSINESS & GOVERNMENT ORGANIZATIONS

Jefferson County Chamber of Commerce Arts & Crafts Festival
Jefferson County Commission
Lawn Medic of Shepherdstown
The Medical Eye Center
Odyssey Relay

CHURCHES AND RELIGIOUS GROUPS

Charles Town Baptist Church
New Street United Methodist Church
Shepherdstown Lutheran Parish
St. Agnes Catholic Church
Trinity House Thrift Shop

GRANTS

City of Ranson
Corporation of Shepherdstown
United Way of the Eastern Panhandle
WV Community Participation Grant

CIRCLE OF FRIENDS

Sponsors (\$100-\$499)

Anonymous²
Beam, Paul³
Bresland, John³
Bucci, Dominick *IMO Ella Jane Bucci*
Carter, Linda
Durham, Richard²
Gageby, Ed & Mary
Gates, Diane
Hill, Becki Sue
Hoadley, Norleen²
Maxey, John
McQuilkin, Cooper

Miller, Charles *IMO Nancy Miller Dockeney*

Nau, Dr. Konrad & Peg

Supporters (\$50-\$99)

Anonymous²
Carroll-Bloser, Mary³
DeHaven, Denny & Jandee *IMO Betty Smith*
Gainer, Joe & Betty
Kendall, Jack³
Moseley, Wendy
Porter, Russell²
Surkamp, Jim²
Walter, Elizabeth
Weese, Maria *IMO Betty Smith*

Contributors (up to \$50)

Anonymous (2)
Batch, Kimberly *IHO our good works*
Baxter, Mary
Binkley, Harriet *IMO Dr. D. Ewell Henricks*
Bolger, Beverly
Buckner, Marian
Campbell, Ginny *IMO Jake Campbell*
Coy, Rosemarie
Elliott, Paul & Eileen
Harley, Jeffrey³
Harris, Mamie
Hecker, James & Kathleen
Janes, Virginia *IHO Peter & Sharon Morris' 50th Anniversary*
Jenkins, Rex & Yvonne, & Chloe
May, Jennifer
Perkins, Stephen & Frances
Sanders, Sylvia
Sinner, Jim & Laura
Staubs, Ellis & Sharon *IHO Elizabeth Domer*
Washington, Carol
Wegner, Robert
White, Tom²
Woodward, Charles & Peggy *IMO Betty Smith*

IN-KIND DONATIONS

Accurate Systems - computer support
Austin, Bonnie - gas stipend
Bavarian Inn - gift certificate
Brown's Tire & Towing - truck rental
Dish (Doug Vaira) - marketing support
Doss, Martha - medical equipment storage
Jenkins, Rex, Yvonne & Chloe - office products¹
Perkins, Frances - office supplies
Potomac Mecklenburg Garden Club - landscaping

Honor Roll *continued*

Progressive Printing – discounted printing services
Pruitt, Jerry - lumber
Schwartz, Howard – lighting
Severson, Ivan – printing service
Shepherdstown Specialty Storage, LLC – storage space
Specialty Business Supplies – discounted office supplies
Tucker, Gary – lawn mower & moving boxes
Zion Episcopal Church – office space

Day of Caring:

Anonymous – lunch
BB&T – materials for ramps, new home furnishings
Food Lion – gift card
Home Depot – discounted lumber
Shepherdstown Police Department – Moving Day parking
Sherwin Williams – paint
St. James Catholic Church – new office furnishings

Medical Equipment:

Bayliff, Jan
Buzzard, Juanita
Coulter, Ann
Delauney, Tom
Fuog, Vickie
Liskey, Harriett
Lloyd, Nancy
Pinnex, Carl (via Marge Woelkers)
Pipkin, Family of Richard ¹
Pugh, Paul ¹
Shepherdstown Presbyterian Church
Silvious, Gerrie
Stewart, Sam & Judy
Turner, Tammy
Utz, Sybil
Whetstone, Donald & Carolyn

¹ inadvertently left off previous list

² United Way designation

³ CFC designation



United Way
of the Eastern Panhandle



CFC# 36613

Volunteers Pour In to Help on the Day of Caring

By Kalie Potter

The Day of Caring, held on September 14, was a great success for Good Shepherd Caregivers, as volunteers completed several tasks at our new office. Two handicap ramps were added to the building, the grounds were greatly improved and our staff received assistance with moving tasks.

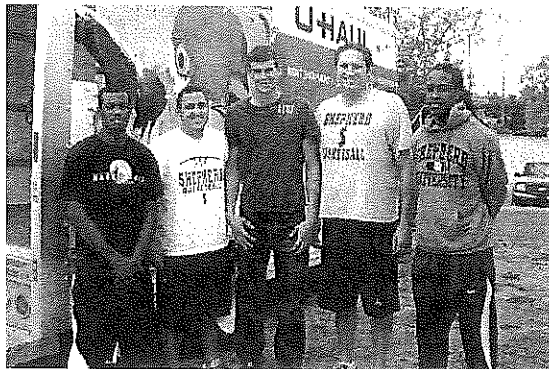
A donation by the Martinsburg BB&T, Queen Street office, aided the purchase of building supplies for the ramps. Teams headed by volunteers John Lilga and Frank VanHilst donated over 150 volunteer hours to assist with completion of the ramps, both during the Day of Caring and throughout the week.

Under the leadership of board member Gary Tucker, volunteers from the community assisted with landscaping around the new property. Staff members from American Public University and Canterbury Center got down and dirty with brush clearing, while other volunteers, including members of the Shepherdstown Rotary Club and Potomac-Mecklenburg Garden Club, aided with weed pulling and other yard work. Shepherd University's men's basketball team gave their time to help staff members settle into the new office.

The projects at Good Shepherd also received attention from the press, when a reporter and photographer from the *Hagerstown Herald* came by the office to interview Executive Director Paula Marrone-Reese and a few of the volunteers about the move and the Day of Caring.

All of the volunteers who helped on Day of Caring were treated to lunch catered by Panera Bread of Ranson through an anonymous donation. Representatives from the United Way of the Eastern Panhandle visited each Day of Caring site to take pictures for the Appreciation Dinner that was held at the Clarion later in the evening.

"Good Shepherd usually is the one helping care receivers within our community. This year we were on the receiving end, and our two Day of Caring projects covered almost a week," said Angie Hill. "I was amazed that volunteers poured in to get us moved and settled in our new home. The hard work and dedication displayed by our many volunteers is truly appreciated and will help us to be of service to others for years to come. It's a domino effect, and we're paying it forward! Thank you to our volunteers and donors — we are so blessed!"



United Way
of the Eastern Panhandle



Good Shepherd Interfaith Volunteer
CAREGIVERS
 A Faith In Action Program

Nonprofit Organization
 U.S. Postage

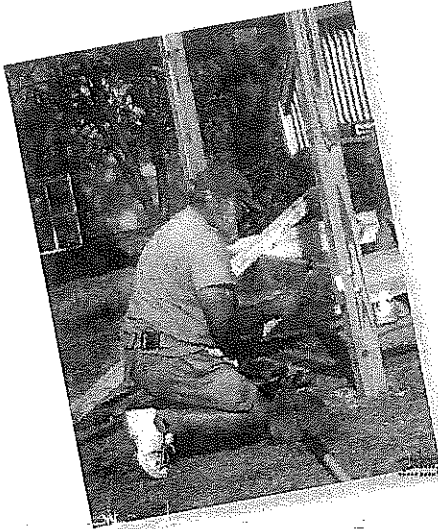
PAID

Shepherdstown, WV 25443
 Permit No. 55

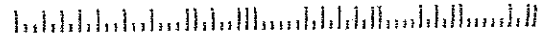
NEIGHBOR TO NEIGHBOR

P.O. Box 1882
 Shepherdstown, WV 25443
 Address Service Requested

MS. JANE TABB
 JEFFERSON COUNTY COMMISSION
 P.O. BOX 250
 CHARLES TOWN, WV 25414



41480250 B004



Calendar of Events

November 5	Volunteer Training 1 – 3 p.m. at our main office, 7311 Martinsburg Pike, Shepherdstown	December 24	Offices Closed – Christmas Eve
November 15	Annual Appeal Commences	December 31	Offices Closed – New Year’s Eve
November 19	Open House at our new main office, 10 a.m. – 6 p.m.	January 14	Spaghetti Dinner 6 – 8 p.m., Shepherdstown Fire Hall
November 25	Offices Closed - Thanksgiving Day	January 17	Offices Closed -- Martin Luther King, Jr. Day
November 26	Offices Closed	February 13-19	Random Acts of Kindness Week
December 3	Shepherdstown Rotary Charity Ball	February 21	Offices Closed – Presidents’ Day
December 8	Volunteer Training 10 a.m. to noon, Zion Episcopal Church Parish House, 221 E. Washington St., Charles Town	March 4	Potter’s Bowl and Auction 6 – 8 p.m., Shepherdstown Fire Hall

WEST VIRGINIA LOTTERY
 First Benchmark
 Charles Town
 County / City Split
 Fiscal Year 2011

Charles Town
 1999 Net Terminal Revenue \$ 45,603,174
 Benchmark Goal @ 2% \$ 912,083.48

DATE	2% OF ADJ. NET REVENUE	TO JEFFERSON COUNTY	TO FIVE CITIES	BOLIVAR 12.42%	CHARLES TOWN 34.58%	HARPERS FERRY 3.65%	RANSON 35.08%	SHEPHERDS TOWN 14.29%
3 days ending: 7/1/10- 7/3/10	\$ 115,402.58	\$ 115,402.58	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Week ending:								
07/10/10	\$ 205,731.64	\$ 205,731.64	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
07/17/10	\$ 181,386.78	\$ 181,386.78	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
07/24/10	\$ 180,368.28	\$ 180,368.28	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
07/31/10	\$ 157,802.08	\$ 157,802.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/07/10	\$ 161,617.82	\$ 136,494.98	\$ 25,122.84	\$ 3,120.27	\$ 8,882.45	\$ 916.98	\$ 8,813.09	\$ 3,590.05
08/14/10	\$ 156,753.36	\$ 78,376.68	\$ 78,376.68	\$ 9,794.98	\$ 27,086.98	\$ 2,860.75	\$ 27,484.54	\$ 11,200.03
08/21/10	\$ 152,398.04	\$ 76,199.02	\$ 76,199.02	\$ 9,483.92	\$ 28,334.38	\$ 2,781.26	\$ 26,730.62	\$ 10,866.84
08/28/10	\$ 144,920.08	\$ 72,460.03	\$ 72,460.03	\$ 8,899.54	\$ 25,042.19	\$ 2,644.79	\$ 25,418.97	\$ 10,354.54
09/04/10	\$ 152,726.88	\$ 76,382.84	\$ 76,382.84	\$ 8,484.26	\$ 26,391.00	\$ 2,787.24	\$ 26,786.09	\$ 10,912.25
09/11/10	\$ 165,938.72	\$ 82,989.36	\$ 82,989.36	\$ 10,304.78	\$ 28,674.21	\$ 3,028.39	\$ 29,105.66	\$ 11,856.32
09/18/10	\$ 136,277.66	\$ 67,838.78	\$ 67,838.78	\$ 8,400.74	\$ 23,375.96	\$ 2,468.82	\$ 23,727.69	\$ 8,665.58
09/25/10	\$ 140,870.12	\$ 70,435.06	\$ 70,435.06	\$ 8,748.03	\$ 24,342.36	\$ 2,570.88	\$ 24,708.62	\$ 10,065.17
10/02/10	\$ 142,027.72	\$ 71,013.88	\$ 71,013.88	\$ 8,819.92	\$ 24,542.39	\$ 2,582.01	\$ 24,911.66	\$ 10,147.88
10/09/10	\$ 136,623.00	\$ 69,311.60	\$ 69,311.60	\$ 8,808.49	\$ 23,954.06	\$ 2,529.87	\$ 24,314.47	\$ 9,804.61
10/16/10	\$ 150,468.24	\$ 75,234.82	\$ 75,234.82	\$ 9,344.14	\$ 26,001.08	\$ 2,746.06	\$ 26,392.31	\$ 10,751.03
10/23/10	\$ 140,561.60	\$ 70,290.80	\$ 70,290.80	\$ 8,730.12	\$ 24,292.50	\$ 2,565.81	\$ 24,658.01	\$ 10,044.56
10/30/10	\$ 131,230.08	\$ 85,815.04	\$ 65,615.04	\$ 8,149.39	\$ 22,676.56	\$ 2,384.85	\$ 23,017.75	\$ 9,376.39
Subtotal	\$ 2,714,124.34	\$ 1,813,093.91	\$ 991,030.43	\$ 111,907.99	\$ 311,396.12	\$ 32,667.61	\$ 316,081.46	\$ 129,767.25

Benchmark Goal @ 2% \$ 912,083.48

Remainder until 1% / 1% Split \$ -

WEST VIRGINIA LOTTERY
WEEKLY SETTLEMENT FOR CHARLES TOWN

Week Ending Date	Week Ending October 30, 2010 Before 3PM November 8, 2010	Week Ending October 30, 2010 After 3PM November 8, 2010	Week Ending October 30, 2010 FY10 November 8, 2010
To be Deposited on:			
Amount Played	0.00	0.00	72,171,719.28
Amount Won	0.00	0.00	64,679,238.16
Amount Promo	0.00	0.00	224,797.00
AMRAP Contribution	0.00	0.00	<u>25,479.32</u>
Adjusted Gross Terminal Revenue	<u>0.00</u>	<u>0.00</u>	<u>7,242,204.80</u>
Administrative Costs @ 4%	0.00	0.00	0.00
Excess Lottery Fund @ 4%	0.00	0.00	<u>289,688.19</u>
Net Terminal Revenue	<u>3,042,379.21</u>	<u>3,910,137.40</u>	<u>6,952,516.61</u>
Surcharge @ 10%	0.00	391,013.74	391,013.74
State Share Excess @ 58%	0.00	226,787.97	226,787.97
Track Share of Capital Reinvestment @ 42%	0.00	164,225.77	164,225.77
Track Share of Capital Reinvestment @ 42% - 96%	\$ -	\$ 187,856.74	\$ 187,856.74
Track Share of Capital Reinvestment @ 42% - 4%	\$ -	\$ 6,889.03	\$ 6,889.03
Adjusted Net Terminal Revenue	<u>3,042,379.21</u>	<u>3,519,123.68</u>	<u>5,561,502.87</u>
Racetrack @ 46.50% / 42%	1,414,706.33	1,478,031.94	2,892,738.27
Lottery Fund @ 30% / 0%	912,713.73	0.00	912,713.73
Excess Lottery Fund @ 0% / 41%	0.00	1,442,840.68	1,442,840.68
Race Track Purses @ 7% / 14% / 8%	425,933.09	281,529.89	707,462.98
Workers' Compensation Debt Reduction @ 7%	0.00	0.00	0.00
Employee Pension Fund @ 1% / .5%	30,423.80	17,595.62	48,019.42
Greyhound Development @ .75%	22,817.84	26,393.43	49,211.27
Thoroughbred Development @ .75%	22,817.84	26,393.43	49,211.27
Racing Commission @ 1%	30,423.80	35,191.24	65,615.04
County/Municipality @ 2%	60,847.60	70,382.48	131,230.08
3% Funds:			
Tourism Promotion Fund @ 1.375%	41,832.71	48,387.95	90,220.66
Development Office Promotion Fund @ .375%	11,408.92	13,196.71	24,605.63
Research Challenge Fund @ .5%	16,211.90	17,595.62	32,807.52
Capitol Renovation and Improvement Fund @ .6875%	20,916.36	24,193.98	45,110.34
2004 Capitol Complex Parking Garage Fund @ .6625%	1,801.49	2,199.45	4,100.94
1% Funds:			
State Capitol Complex Parking Garage @ 1%	0.00	0.00	0.00
Cultural Facilities and Capitol Resources @ .5%	16,211.90	17,595.62	32,807.52
Capitol Dome and Capitol Improvements @ .5% / 1%	<u>16,211.90</u>	<u>17,595.62</u>	<u>32,807.52</u>
	<u>3,042,379.21</u>	<u>3,519,123.68</u>	<u>5,561,502.87</u>

VIDEO LOTTERY REPORT
FY 2009

FY 2010

FY 2011

Table Game Revenues
FY 2011

FY 2009		FY 2010		FY 2011	
Date	Amount	Date	Amount	Date	Amount
7/5/2008 *	169,912.56	7/4/2009 *	128,262.42	7/3/2010	115,402.58
7/12/2008	176,592.38	7/11/2009	168,815.08	7/10/2010	205,731.64
7/19/2008	160,344.08	7/18/2009	160,652.98	7/17/2010	161,386.76
7/26/2008	162,982.74	7/25/2009	158,869.08	7/24/2010	160,368.28
8/2/2008	178,171.04	8/1/2009	174,493.08	7/31/2010	157,802.08
8/9/2008	123,538.04	8/8/2009	138,408.80	8/7/2010	136,494.98
8/16/2008	82,482.89	8/15/2009	81,222.14	8/14/2010	78,376.68
8/23/2008	76,426.18	8/22/2009	76,260.31	8/21/2010	76,199.02
8/30/2008	89,459.86	8/29/2009	80,472.92	8/28/2010	72,460.03
9/6/2008	91,644.46	9/5/2009	80,798.15	9/4/2010	76,362.84
9/13/2008	79,729.93	9/12/2009	86,286.92	9/11/2010	82,969.36
9/20/2008	71,269.36	9/19/2009	70,010.15	9/18/2010	67,638.78
9/27/2008	79,735.73	9/26/2009	69,316.87	9/25/2010	70,435.06
10/4/2008	75,186.22	10/3/2009	72,286.04	10/2/2010	71,013.86
10/11/2008	77,139.04	10/10/2009	69,650.63	10/9/2010	69,311.50
10/18/2008	80,668.26	10/17/2009	73,560.21	10/16/2010	75,234.62
10/25/2008	64,379.44	10/24/2009	67,581.66	10/23/2010	70,290.80
11/1/2008	68,352.42	10/31/2009	64,528.30	10/30/2010	65,615.04
11/8/2008	70,823.02	11/7/2009	63,741.59		
11/15/2008	65,565.50	11/14/2009	65,959.64		
11/22/2008	63,883.80	11/21/2009	59,547.05		
11/29/2008	69,850.12	11/28/2009	72,399.98		
12/6/2008	55,696.68	12/5/2009	51,006.51		
12/13/2008	60,178.04	12/12/2009	52,460.58		
12/20/2008	52,189.19	12/19/2009	32,834.39		
12/27/2008	72,205.91	12/26/2009	53,406.34		
1/3/2009	96,504.65	1/2/2010	92,980.40		
1/10/2009	53,286.62	1/9/2010	55,020.46		
				July/Aug 10	154,185.68

1/17/2009	56,068.87	1/16/2010	60,551.28
1/24/2009	71,474.63	1/23/2010	69,943.53
1/31/2009	61,089.80	1/30/2010	48,527.75
2/7/2009	83,539.63	2/6/2010	37,155.14
2/14/2009	76,054.44	2/13/2010	44,334.00
2/21/2009	91,838.41	2/20/2010	76,946.12
2/28/2009	80,806.88	2/27/2010	72,024.40
3/7/2009	48,837.13	3/6/2010	76,936.85
3/14/2009	96,025.39	3/13/2010	71,007.37
3/21/2009	79,002.82	3/20/2010	74,335.38
3/28/2009	79,250.83	3/27/2010	69,941.88
4/4/2009	75,968.30	4/3/2010	70,636.28
4/11/2009	75,964.94	4/10/2010	69,692.79
4/18/2009	80,598.22	4/17/2010	69,335.92
4/25/2009	75,571.46	4/24/2010	68,714.11
5/2/2009	73,957.05	5/1/2010	68,799.06
5/9/2009	76,697.22	5/8/2010	67,403.54
5/16/2009	71,925.70	5/15/2010	70,186.32
5/23/2009	81,395.43	5/22/2010	64,695.71
5/30/2009	82,161.55	5/29/2010	67,157.40
6/6/2009	74,895.74	6/5/2010	77,371.80
6/13/2009	67,327.23	6/12/2010	66,106.29
6/20/2009	75,500.53	6/19/2010	64,888.48
6/27/2009	67,354.10	6/26/2010	63,950.29
6/30/2009 ***	32,059.58	6/30/2010	29,667.19

TOTALS 4403564.04 4041141.56 1813093.91

JEFFERSON COUNTY, WEST VIRGINIA
Engineering Department
116 East Washington Street
P.O. Box 716
Charles Town, West Virginia 25414

Phone: 304-728-3257
Fax: 304-728-3953

Email: engineering@jeffersoncountywv.org

MEMORANDUM

TO: SANDY SLUSHER McDONALD, DEPUTY COUNTY ADMINISTRATOR
JEFFERSON COUNTY COMMISSION

FROM: ROGER L. GOODWIN, CHIEF COUNTY ENGINEER *RLG*
ENGINEERING DEPARTMENT

DATE: NOVEMBER 9, 2010

SUBJECT: SUMMIT POINT AUTOMOTIVE RESEARCH CENTER, LLC
DRIVEWAY RELOCATION
FILE #S10-01

Please find enclosed the bond(s) and security for the following project(s):

Summit Point Automotive Research Center, LLC, which is secured by Letter of Credit #309 with The Bank of Charles Town located in Charles Town, West Virginia in the amount of \$135,803.00.

The bond(s) is in compliance with the County Bonding Policy. If you have any questions, please give me a call.

RLG:rfb

RECEIVED
NOV 09 2010
JEFFERSON COUNTY COMMISSION

JEFFERSON COUNTY, WEST VIRGINIA
Engineering Department
116 East Washington Street
P.O. Box 716
Charles Town, West Virginia 25414

Phone: 304-728-3257
Fax: 304-728-3953

Email: engineering@jeffersoncountywv.org

MEMORANDUM

TO: SANDY SLUSHER McDONALD, DEPUTY COUNTY ADMINISTRATOR
JEFFERSON COUNTY COMMISSION

FROM: ROGER L. GOODWIN, CHIEF COUNTY ENGINEER *RLG*
ENGINEERING DEPARTMENT

DATE: NOVEMBER 9, 2010

SUBJECT: SUMMIT POINT AUTOMOTIVE RESEARCH CENTER, LLC
STaSIS GRADING PLAN FOR BUILDING PLANS
FILE #S10-08

Please find enclosed the bond(s) and security for the following project(s):

Summit Point Automotive Research Center, LLC, which is secured by Cash-in-Escrow with The Bank of Charles Town located in Charles Town, West Virginia in the amount of \$49,243.00.

The bond(s) is in compliance with the County Bonding Policy. If you have any questions, please give me a call.

RLG:rfb

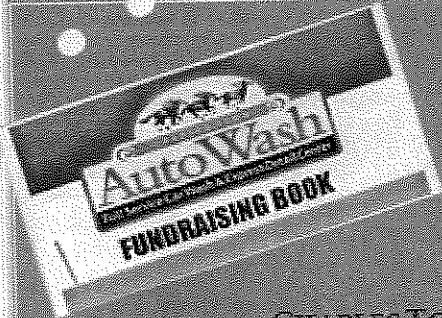
RECEIVED

NOV 09 2010

JEFFERSON COUNTY COMMISSION

Nichelle Hosby

From: Carolyn Zdziera [czzdziera@msn.com]
Sent: Tuesday, November 02, 2010 4:56 PM
To: nhosby@jeffersoncountywv.org; nicky@amomscatalog.com; nicky@momscatalog.com; mprissler@frontiernet.net; mrider1531@live.com; msilcox@jeffersonsecuritybank.com; natassia4321@yahoo.com; ndalby@frontiernet.net; mickndeb@frontiernet.net
Subject: FW: ICharles Town Auto Wash fundraiser for CAV




Clean Your Car
Against
Family Violence

CHARLES TOWN AUTO WASH
IS PARTNERING WITH
COMMUNITY ALTERNATIVES TO VIOLENCE

FIVE PREMIUM CAR WASHES \$50
(SAVINGS OF \$1 ON EACH WASH)
A PERFECT GIFT FOR THE HOLIDAYS!

Visit www.comnav.org
Or
Call (304) 262-4424



This is a fundraising event for Community Alternatives to Violence, a 501 (c)(3) organization.

Debbie Stellato

From: cmasonwhf@aol.com
Sent: Friday, November 05, 2010 10:10 AM
To: cmasonwhf@aol.com
Subject: Press Release: Dr. Jim Price to Present "Facts and Fables- Setting Shepherdstown History Straight" December 6
Attachments: old shepherdstownpic.jpg

**“FACTS AND FABLES – SETTING SHEPHERDSTOWN HISTORY STRAIGHT” A PRESENTATION BY
DR. JIM PRICE -- DECEMBER 6
AT THE BYRD CENTER FOR LEGISLATIVE STUDIES
213 N. KING STREET, SHEPHERDSTOWN, WV**



Contact: Curt Mason

Phone: 304.724.7008 Email: cmasonwhf@aol.com

For Immediate Release

6:00 am November 5, 2010

SUMMIT POINT, WV, November 7 2010. Between September 2009 and June 2010, the Jefferson County Historical Society (<http://jeffersonhistoricalwv.org>), the Men's Club of Shepherdstown (<http://www.smc25443.org/joomla/>) and the Historic Shepherdstown Commission (HSC) (<http://www.historicshepherdstown.com/>) hosted a series of presentations by local experts on aspects of Jefferson County History. The series attracted large audiences to the Men's Club and encouraged the Society to work with other historically-minded organizations to develop a series of similar historic presentations for Charles Town, Harper's Ferry, and Ranson, while continuing its partnership with the Shepherdstown folks.

On Monday, December 6, 2010, the Society, the Mens' Club, and the HSC will be very pleased to host historian and Shepherdstown native Dr. Jim Price's presentation "Facts and Fables -- Setting Shepherdstown History Straight." Dr. Price's presentation is free and open to the public and will begin at 7:00 p.m. at the Byrd Center for Legislative Studies, King Street on the Shepherdstown University campus. The presentation will be followed by a public reception for Dr. Price, who will be available to answer questions from the public.

A ninth generation Shepherdstown resident, Dr. Price descends from the Byers family, which settled there in 1740. Price attended Shepherd College between 1948 and 1950 and West Virginia University in 1951. Between 1952 and 1956 he attended Oklahoma State University, Stillwater, earning a doctor of veterinary medicine degree. He practiced large animal medicine for 40 years, retiring in 1996. He is a charter member of the Rotary

Club of Shepherdstown and a Paul Harris Fellow and was named the Honorary Lifetime Member of the Shepherd College Alumni Association in 1984.

An energetic and knowledgeable historian, storyteller, and lecturer, he was named the media liaison for the town of Shepherdstown during the Shepherdstown Israeli-Syrian Peace Talks in 2000 and was interviewed by a number of media outlets, including National Public Radio's "All Things Considered." Dr. Price's honors include an Honorary Doctor of Humanities from Shepherd University (2005), an Excellence in Community Service Award from the National Society of the Daughters of the American Revolution (2004), a West Virginia History Hero Award from the West Virginia Division of Culture and History (2002), and the Jefferson Davis Historical Award from the West Virginia United Daughters of the Confederacy (1998). In 1995 Price received the Historic Preservation Award from the Historic Shepherdstown Commission, the first time the award was given to an individual rather than a landmark. In 1999 he was selected as historian laureate by the town of Shepherdstown.

During his presentation, which one might consider a virtual back alley tour of Shepherdstown geography and lore, he plans to stimulate the audience with questions such as: Where was the road from Pack Horse Ford to Shepherdstown? What other towns and counties in other states share common connections with our name. Where were Little Philadelphia and Angel Hill and how did they get their names? What happened to the alleys Shepherdstown was born with? Besides their names, what are the differences between German St. and Main St. and Rumsey Ave. and Mill St.? Did Shepherdstown ever have a paid fireman? If so, when, why and where did he hook his hose into the fire mains? Where was Capt. Abram Shepherd's meadow? Did Thomas Shepherd really build an Indian-proof stone fort? In the early days, how were inhabitants warned of fires? Have you ever heard the question: "What are they poking around here for?" Find out why it may well have been coined right here in beautiful downtown Shepherdstown.

###