

**AGENDA**  
**JEFFERSON COUNTY COMMISSION**  
**THURSDAY, JANUARY 26, 2012**  
**9:30 A.M.**

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

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**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES**

**APPROVAL OF PURCHASE ORDERS**

**APPROVAL OF ACCOUNTS PAYABLE**

**PUBLIC COMMENT**

**PRESENTATIONS:**

1. 9:45 a.m. Presentation of Resolutions
  - Dr. Oscar Stine for service to the Water Advisory Committee - Discussion/Action
  - Nancy Manuel for service to the Harpers Ferry Library - Discussion/Action
  - Resolution opposing the United States Supreme Court's decision regarding Citizens United - Discussion/Action
  
2. 10:00 a.m. Paul Shroyer, Director of Finance Management
  - Resolution for the revision of the Levy Estimate (Budget Revision #002 & #BR003) for the County of Jefferson - Discussion/Action
  - December Budget analysis report for the Fiscal Year ending June 30, 2012
  - Budget preview
  
3. 10:30 a.m. Break
  
4. 10:45 a.m. Interviews and appointments to the following Boards, Committees and Commissions - Discussion/Action
  - Board of Zoning and Appeals - Unexpired term ending January 1, 2014
  - Water Advisory Committee - Two terms ending January 31, 2015
  - Eastern Panhandle Transit Authority Board - One three year term ending January 31, 2015

5. 11:00 a.m. Public Hearing
  - Petition of William E. Knode, Jr. And Jo Ann Knode to vacate unused streets and alley as shown on a map of Trussell's Addition, situate in Shepherdstown District, Jefferson County, West Virginia under §7-1-3h West Virginia Code - Discussion/Action
6. 11:30 a.m. Mark Schiavone, Director of Capital Planning & Management
  - CY 2011 Annual Report on Impact Fees - Discussion/Action
  - Time line for implementation of affordable housing impact fee ordinance - Discussion/Action
  - Request to amend FY2012 CIP for Middleway Fire Company
7. 11:45 a.m. Jennifer Brockman, Director of Planning and Zoning
  - Update the County Commission on Potential Amendments to the Zoning Ordinance Text regarding the Creation of New Commercial and Industrial Zoning Categories and Additional Recreational Opportunities in Various Zoning Districts - Discussion/Action
8. 12:00 p.m. Roger Goodwin, Chief County Engineer
  - Chesapeake Bay Initiative - Planning for Storm Water Management
  - \$10,000 in-kind match to grant funding - Discussion/Action
  - Approval to proceed with issuing a Request for Proposal (RFP) - Discussion/Action

**NEW BUSINESS:**

9. Discussion and action on completion of commitment to the Town of Bolivar for in-kind services (PN) - Discussion/Action
10. Reappointment for two positions on the Berkeley/Jefferson Community Criminal Justice Board - Discussion/Action
11. Appointment of Full-Time Administrative Assistant to fill vacancy at Emergency Communications Center - Discussion/Action
12. Legislative Updates
13. Addition of Human Resource position (WP) - Discussion/Action

## **COUNTY ADMINISTRATOR REPORTS**

## **COUNTY COMMISSION REPORTS**

## **ADJOURN**

## **CORRESPONDENCE:**

Notice of meeting - Board of Review and Equalization meets on Wednesday, February 1, 2012 at 1:30 p.m. at the County Commission meeting room in the Jefferson County Courthouse, 100 E. Washington Street, Charles Town, WV.

The County Legislative Line for the weeks of January 11<sup>th</sup> & 17<sup>th</sup> received from the West Virginia Association of Counties.

Jefferson County 4-H Report for January and February 2012 received from the West Virginia University Extension Office.

Memorandum received from Roger Goodwin, Chief County Engineer regarding a construction bond and security for Middleway Volunteer Fire Company, Inc. (File #S11-06).

Memorandum received from Mark Schiavone, Director of Capital Planning and Management regarding Conference President: Growth and Infrastructure Consortium Atlanta Georgia meetings.

The West Virginia Lottery weekly settlement report for the week ending January 14, 2012.

*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.*

**SPECIAL SESSION:**

State of West Virginia, County of Jefferson, to-wit:

At a Special Session of the County Commission of said County and State held at the Jefferson County Commission Meeting Room on the lower floor of the Old Charles Town Library at 200 E. Washington Street, on Thursday, January 12, 2012 beginning at 11:00 o'clock a.m.

**PUBLIC HEARING ON FY12 HOME PROGRAM**

Ms. Noland called the Public Hearing to order at 11:00 a.m.

Present were:	Patricia Noland, President
	Lyn Widmyer, Commissioner
	Frances Morgan, Commissioner
	Walt Pellish, Commissioner
	Dale Manuel, Commissioner
County Administrator:	Tim Boyde
Administrative Assistant:	Debbie Stellato

City of Martinsburg HOME	
Administrator:	Patricia McMillan

Ms. McMillan gave a short presentation on the goals and objectives of the HOME Consortium and requested that the Commission approve a Resolution renewing its participation in the Eastern Panhandle HOME Consortium of West Virginia for FY2012 - 2013.

Public comment was made by:

Annette vanHist  
Marie Galazzi  
Katie See

There being no further public comment the Public Hearing was concluded at 11:20 a.m.

Following the Public Hearing the Commission reconvened its regular meeting. Mr. Manuel made a motion to approve a Resolution renewing the Commission's participation in the Eastern Panhandle HOME Consortium of West Virginia for FY2012 - 2013. Motion seconded by Ms. Morgan and unanimously approved.

\_\_\_\_\_  
PATSY A. NOLAND, PRESIDENT

## Minutes

### Jefferson County Commission

Thursday, January 19, 2012

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A meeting of the Jefferson County Commission was held on Thursday, January 19, 2012 in the County Commission meeting room at the Old Charles Town Library located at 200 E. Washington Street, Charles Town, West Virginia. Present were Commissioners Patricia Noland, Dale Manuel, Frances Morgan, Lyn Widmyer and Walt Pellish; Sandy McDonald, Deputy County Administrator, Debbie Stellato, Administrative Assistant and Richie Barron, Bailiff. (An audio tape of this January 19, 2012 meeting is available through the Jefferson County Commission Office.)

The meeting was called to order at 9:30 a.m. by Commissioner Noland.

#### PLEDGE OF ALLEGIANCE

Commissioner Manuel led the Pledge of Allegiance.

#### APPROVAL OF MINUTES

Motion by Ms. Morgan to approve the Minutes of the January 12, 2012 meeting as presented. Motion seconded by Mr. Pellish and unanimously approved.

#### APPROVAL OF PURCHASE ORDERS

Motion by Mr. Manuel to approve Purchase Orders in the amount of \$11,427.16, being purchase order numbers: 50662, 50661, 50838, 53189, 50833, 50834, 50835, 50923 and 50924. Motion seconded by Ms. Morgan and unanimously approved.

#### APPROVAL OF ACCOUNTS PAYABLE:

Motion by Ms. Morgan to approve the accounts payable in the amount of \$555,536.99. Motion seconded by Mr. Manuel and unanimously approved.

#### PUBLIC COMMENT

**Lyle Bivens** requested that the Commission issue a Resolution calling for the enactment of a constitutional amendment to reverse "Citizens United."

**Kathy Knight** commented on Agenda Item #9, specifically the proposed Rt. 11 Bike Trail.

**Matt Knott** also commented on Agenda Item #9, specifically Jefferson County Planning & Zoning Department's alternative recommendations regarding a proposed amendment to Articles 30 and 26 of the Jefferson County Subdivision and Land Development Regulations.

**David Tabb** commented that he feels there are still problems with the topics to be discussed in Agenda Item #9.

**PRESENTATIONS:**

**1. Angie Banks, County Assessor: Exonerations.**

Angie Banks, County Assessor, requested exoneration for Colonial Pacific Leasing Corp. in the amount of \$1,231.60. Motion by Ms. Morgan to approve exoneration of \$1,231.60 for Colonial Pacific Leasing Corp., Ticket No. 301251. Motion seconded by Mr. Manuel and unanimously approved.

Angie Banks, County Assessor, requested exoneration for Nance Briscoe, Cloverdale Heights Homeowners Assoc., Inc. in the amount of \$55.51. Motion by Ms. Morgan to approve exoneration of \$55.51 for Nance Briscoe, Cloverdale Heights Homeowners Assoc., Inc., Ticket No. 16308. Motion seconded by Mr. Manuel and unanimously approved.

Name	District	Type	Ticket #	Amount
Colonial Pacific Leasing Corp.	Charles Town	Personal Property	301251	\$1,231.60
Nance Briscoe, Cloverdale Heights Homeowners Assoc. Inc.	Kabletown	Real Estate	16308	\$55.51

**NEW BUSINESS:**

**2. Request to increase Chief Deputy County Clerk salary from \$45,100 to \$48,175.00 as a result of the Classification Compensation Study.**

Ms. Morgan made a motion to approve the increase in the Chief Deputy County Clerk's salary from \$45,100.00 to \$48,175.00 as a result of the Classification Compensation Study. Motion seconded by Mr. Pellish and unanimously approved.

**3. Request for compensation during temporary assignment for Sandy Slusher McDonald from Deputy County Administrator to Interim County Administrator effective January 16, 2012.**

Mr. Pellish made a motion that Sandy Slusher McDonald be compensated as a Level VIII employee at the rate of \$97,375.00 during her temporary assignment as Interim County Administrator, effective January 16, 2012. Motion seconded by Mr. Manuel. Ms. Morgan asked if the motion was divisible. The Commissioners agreed that the motion was divisible.

Mr. Pellish withdrew his original motion. Ms. Morgan then made a motion that Sandy Slusher McDonald be temporarily assigned the position of Interim County Administrator. Motion seconded by Mr. Manuel and unanimously approved.

Mr. Pellish made a motion to approve a salary change for Sandy Slusher McDonald from \$61,538.00 to \$97,375.00 during the period that she acts as Interim County Administrator, effective January 16, 2012. Motion seconded by Ms. Noland and unanimously approved.

**PRESENTATIONS continued:**

4. **Joe Cosentini, City Manager, Charles Town request to approve the Certificates of Annexation of the Moler Property and the property of First Charles Town Group and Willow Spring PSC.**

Motion made by Mr. Manuel to approve the Certificates of Annexation for the Moler property and the property of First Charles Town Group and Willow Spring PSC. Motion seconded by Mr. Pellish. Ms. Morgan asked whether the motion was not properly separable and the Commissioners agreed that it was separable. Mr. Manuel withdrew his original motion.

Mr. Manuel made a new motion that the Commission approve the Certificate of Annexation for the Bruce and Janet Moler property with the caveat that it will not go into effect until the legal description is provided. Motion seconded by Mr. Pellish and unanimously approved.

Mr. Pellish made a motion that the Commission approve the Certificate of Annexation for the property of First Charles Town Group and Willow Spring PSC. Motion seconded by Mr. Manuel and carried 4 -1 with Ms. Morgan voting "no."

5. **Request by Cheryl L. Keyrouse to approve funding of \$1,000.00 to assist with bus transportation to Jefferson County Day at the Capitol in Charleston, West Virginia.**

Mr. Manuel made a motion to approve a \$1,000.00 expenditure to assist with bus transportation to Jefferson County Day at the Capitol in Charleston, West Virginia. Motion seconded by Ms. Widmyer and unanimously approved.

**The Commission took a break at 10:25 a.m.**

**The Commission reconvened at 10:35 a.m.**

6. **Barbara Miller, Director of Homeland Security and Emergency Management requested approval of appointments and reappointments to the Jefferson County Homeland Security and Emergency Management Steering Committee as presented to the Commission.**

Motion made by Ms. Widmyer to approve the following persons to serve on the Jefferson County Homeland Security and Emergency Management Steering Committee for a period of 2 years as presented to the Commission: Lane Donley (representing the Jefferson County Development Authority, pending approval of the Development Authority); Lori Kelly (representing the American Red Cross); Sanford "Sandy" Green (representing WV Homeland Security Region 3, Area Liaison); John Sherwood (representing the Jefferson County Chamber of Commerce); Jeff Polczynski (representing the Emergency Communications Center); Katherine Dunbar (representing non-profit organization Good Shepherd Inter-Faith Caregivers); Paul Espinosa (representing Utilities, Frontier Communications) and Ed Smith (representing Fire and Rescue). Motion seconded by Mr. Manuel and unanimously approved.

7. **Bill Polk, Director of Maintenance, request to approve \$50,000.00 for the completion of the new maintenance building.**

The Commission directed that Paul Shroyer, Director of Financial Management, prepare a report detailing from which accounts the monies were previously deducted for construction of the new maintenance building, for what the monies were spent, the reasons for the expenditures and to describe where monies had been saved. The Commissioners further directed that this report and budget revisions be provided to them in two weeks at the February 2, 2012 meeting.

The Commissioners directed Mr. Polk to prioritize expenses still to be incurred, provide a floor plan of the maintenance building and project how much more monies will be needed to complete the project.

Ms. Morgan made a motion that the Commission convene as a **Fiduciary Review Board** to consider quarterly closing and estate approvals. Motion seconded by Mr. Manuel and unanimously approved.

**8. Lynn Fields, Deputy Probate Clerk, presented quarterly closings and estate closings for approval.**

Ms. Morgan made a motion to approve the quarterly closings/estate closings as recommended by the Deputy Probate Clerk. Motion seconded by Mr. Pellish and unanimously approved.

Following Ms. Fields' presentation the Commissioners adjourned as the Fiduciary Review Board and reconvened the regular Jefferson County Commission meeting.

**9. Linda Reeves request to approve her appeal of the Homestead Exemption denial by the County Assessor.**

Ms. Reeves presented her appeal of the denial by the County Assessor of the Homestead Exemption for tax year 2012. After consideration, motion by Ms. Widmyer to support the County Assessor's finding that Ms. Reeves had not provided the proper documentation as requested by the Assessor and was properly denied the use of the Homestead Exemption for tax year 2012. Motion seconded by Mr. Manuel and unanimously approved.

**10. Jennifer Myers, Interim Director of the Parks & Recreation Commission provided an update on the progress of construction of Hite Park and Moulten Park.**

**The Commission took a short break at 11:45 a.m.**

**The Commission reconvened at 11:55 a.m.**

**11. Jennifer Brockman, Director of Planning and Zoning, along with Seth Rivard, Planner, presented several options/alternative recommendations regarding a proposed Amendment to Articles 30 and 26 of the Jefferson County Subdivision and Land Development Regulations amending the maximum square footage requirements for a Minor Site in various Zoning Districts.**

Mr. Pellish made a motion to adopt Option No. 1. Motion seconded by Ms. Morgan and unanimously approved.

**Ms. Brockman sought the Commission's support and approval regarding the designation of certain roads in Jefferson County to be a part of a new proposed US Bike Route 11.**

Ms. Widmyer made a motion to direct the Planning Department Staff to prepare a letter to be sent to the Department of Transportation, State of West Virginia outlining the Commission's recommendations advising the State that the Commission approves of the concept but that it would suggest that the State include this in their study of the WV statewide bike trail in terms of its feasibility and safety. Motion seconded by Mr. Manuel and unanimously approved.

**NEW BUSINESS continued:**

**12. Request to hire a part-time Deputy Sheriff for the sole purposes of filling vacancies when deputies are off on military activation or assignment.**

Mr. Manuel made a motion to approve the hiring of a part-time Deputy Sheriff for the sole purposes of filling vacancies when deputies are off on military activation or assignment. Motion seconded by Mr. Pellish and unanimously approved.

### **13. Discussion of the possibility of outsourcing the county's IT system or grow our current system in-house.**

After discussion it was suggested that a committee should be formed comprised of unbiased individuals to explore the two options and report back to the Commission which option would be the best and the cost to the County. Ms. Noland previously spoke to Gary Wines, Berkeley County's IT Director, and he indicated that he would be interested in heading up the committee. Ms. Noland believes that others on the committee should include the Jefferson County Clerk, Jennifer Maghan, the Director of the GIS Department Todd Fagan, Chief Tax Deputy Teresa Hendricks and the Director of Financial Management, Paul Shroyer.

Mr. Pellish made a motion to approve the formation of a Committee as presented by Commissioner Noland to study the IT options and report on the possibility of outsourcing the county's IT system or growing the current system in-house. Motion seconded by Mr. Manuel.

Ms. Widmyer made an amendment to the motion adding that either IT Director Mark Schiavone or IT Technician Charlotte Hernandez should be included on the committee. Motion seconded by Ms. Morgan. The amendment failed by a vote of 3 – 2 with Mr. Manuel, Ms. Noland and Mr. Pellish voting "no."

Mr. Manuel made an amendment to include the Commission President Patsy Noland on the committee. There was no second and the amendment failed.

A vote was taken on the original motion and it was carried 3- 2 with Ms. Widmyer and Ms. Morgan voting "no,"

Ms. Noland directed that the committee meet and bring back a recommendation to the Commission by February 16, 2012 and that the Commission would take action at that time.

### **COUNTY ADMINISTRATOR REPORTS:**

#### **Interim County Administrator Sandy McDonald:**

- Reported that the County has received 15 to 20 applications for County Administrator. She would like to continue to advertise for another month.
- Reported that she has copies of previous IT reports to the Commission. Ms. Widmyer suggested that Ms. Hernandez should provide the Commission with an updated report.
- Reported that Gene Pierson would like to be reappointed to the Pan Tran Board. There are two vacancies as of this date.

### **COUNTY COMMISSION REPORTS:**

#### **Commissioner Widmyer:**

- Advised that the Jefferson County Board of Education is offering training on iPads and that the Commission might want to consider participating in the training.
- She requested a layout of the Budget Schedule.
- Met with the Staff of the Jefferson County Emergency Services Agency regarding the proposed fee.
- Attended a special Jefferson County Public Service District meeting.
- Attended a Parks and Recreation Commission meeting.

#### **Commissioner Manuel:**

- Attended a Blue Ridge Mountain Fire Company meeting regarding the proposed fire fees.

- Attended a Jefferson County Council on Aging meeting.
- Attended a Jefferson Center meeting.
- Attended a Parks and Recreation meeting.

**Commissioner Morgan:**

- Attended a Good Shepherd Interfaith Caregivers meeting.
- Attended the banquet at the Independent Fire Company.
- Attended the Martin Luther King Scholarship banquet.
- Attended a Blue Ridge Mountain Fire Company meeting regarding the proposed fire fees.

**Commissioner Pellish:**

- Attended a Shepherdstown Library Campaign meeting.
- Reported that the Jefferson County Development Authority has made a decision and will extend an offer to a candidate for Director.
- Suggested the Commissioners visit the Homeless Coalition.
- Voiced his concerns that the public seems to feel that the issue of fire fees is already decided.
- Attended a Planning Commission meeting.

**Commissioner Noland:**

- Attended the Independent Fire Company banquet.
- Met with Carol of Region 9.
- Attended a Jefferson County Council on Aging meeting.

There being no further business, motion by Mr. Pellish to adjourn the meeting. Motion seconded by Mr. Manuel and unanimously approved. Upon rising the meeting was adjourned until Thursday next, January 26, 2012.

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PATRICIA A. NOLAND, PRESIDENT

**PURCHASE ORDERS TO BE APPROVED**  
**January 5, 2012**

DEPARTMENT	PURCHASE ORDER	AMOUNT	VENDOR	DESCRIPTION
ADDRESSING	52986	\$ 1,070.90	D&S CONSTRUCTION	Mount sign, post, drive rivets ect.
CIRCUIT CLERK	50869	\$ 102.92	CASTO&HARRIS	File folders/adoption
COMMISSION	51004	\$ 270.00	NACO.ORG	Ad for County Admin.
COUNTY CLERK	50663	\$ 296.25	PIFER OFFICE SUPPLY	Envelopes
Elections	50664	\$ 10,042.43	ES&S	Silver maintenance firmware usage
COURTHOUSE	50925	\$ 468.50	AUDIT HEAD	Long distance savings
	50773	\$ 335.00	SHANNON BUSINESS SYSTEM	Rate increase for courthouse
ENGINEERING	53273	\$ 4,000.00	PICTOMETRY INERNATIONAL CORP	Neighborhood level 4 resolution imagery
	53274	\$ 7,520.00	ANALYTICAL SERVICES	Water Budget study thru 12/31/11
	53275	\$ 537.00	FRED PRYOR SEMINARS	Customer Service
OTHER BUILDINGS	50926	\$ 539.98	DAYCON	Cleaning supplies
	50928	\$ 331.70	BK OFFICE SUPPLY	Paper
	50931	\$ 1,255.98	DAYCON	Cleaning supplies

PLANNING & Zoning	50694	\$ 1,600.00	PICTOMETRY INTERNATIONAL CORP	4in Resolution imagery
	50692	\$ 234.10	JEFFERSON PUBLISHING CO	Notices of Hearings
PROSECUTING ATTORNEY	50727	\$ 398.20	MATTHEW BENDER & CO.	WV Court Rules 2012 ED
SHERIFF	50929	\$ 2,914.00	JASPER	Transmission
VARIOUS	50932	\$ 180.00	CREAMER'S WRECKER SERVICE	Towing
		\$ 32,096.96		
<b>GRAND TOTAL</b>		<b>\$ 32,096.96</b>		

Printed at 12:32 p.m. on 1/23/12

<p>Commission Office Use Only</p> <p>Date on Agenda:</p> <p>Appt Time or New Business:</p>
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**AGENDA REQUEST FORM**

Name: Nichelle Hosby

Department or Entity: County Commission

Estimation of amount of time needed for appointment: 15 min

Date Requested – 1<sup>st</sup> Choice: 1/26/12

Date Requested – 2<sup>nd</sup> Choice: \_\_\_\_\_

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

**Subject: Presentations of Resolutions**

- Dr. Oscar Stine for service to the Water Advisory Committee
- Nancy Manuel for service to the Bolivar- Harpers Ferry Library
- Resolution opposing the United States Supreme Court’s decision regarding Citizens United

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:

**RESOLUTION IN RECOGNITION OF DR. OSCAR C. STINE FOR HIS SERVICE ON THE WATER ADVISORY COMMITTEE OF JEFFERSON COUNTY, WV**

WHEREAS, Dr. Oscar C. Stine, a Physician and Specialist in Preventive Health Care was appointed by the Jefferson County Commission to the Water Advisory Committee in March 2004 and served in that capacity as a Volunteer until December 30, 2012; and

WHEREAS, Dr. Oscar C. Stine has provided a invaluable service to Jefferson County by providing his knowledge and expertise to the Water Advisory Committee in order to preserve and protect the water resources in Jefferson County, WV; and

WHEREAS, the Jefferson County Commission wishes to fully recognize that the people of Jefferson County have benefited greatly from the knowledge and dedication provided by Dr. Oscar C. Stine; and

THEREFORE, BE IT RESOLVED the Jefferson County Commissioners wish to express their sincere appreciation for the many years of dedicated service, and hereby honors Dr. Oscar C. Stine for his many years of service with the lifetime Title of ***Honorary Chairman of the Water Advisory Committee, Jefferson County, WV.***

By ORDER of the Jefferson County Commission:

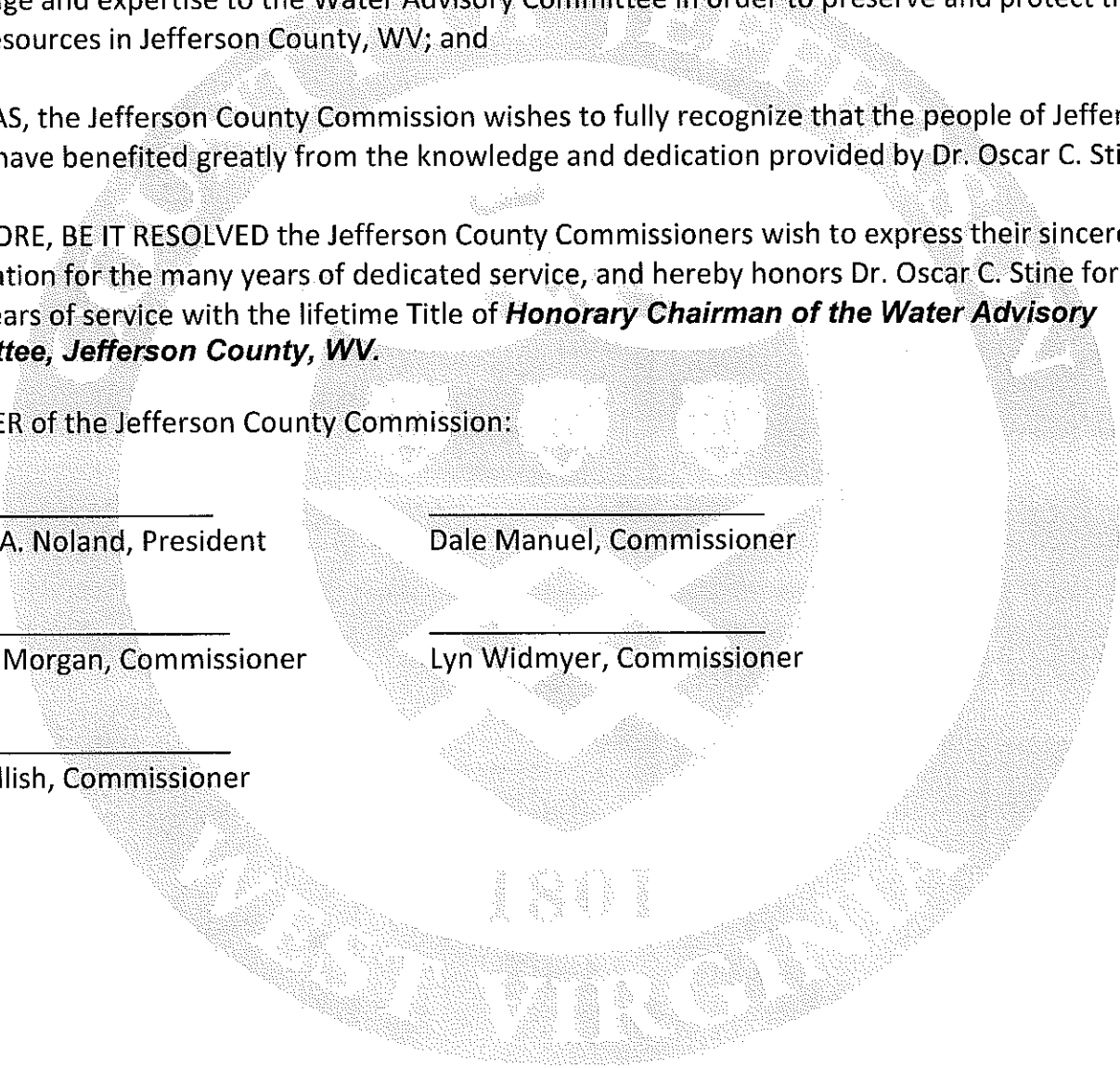
\_\_\_\_\_  
Patricia A. Noland, President

\_\_\_\_\_  
Dale Manuel, Commissioner

\_\_\_\_\_  
Frances Morgan, Commissioner

\_\_\_\_\_  
Lyn Widmyer, Commissioner

\_\_\_\_\_  
Walt Pellish, Commissioner



RESOLUTION IN RECOGNITION OF NANCY MANUEL FOR HER SERVICE TO THE  
BOLIVAR-HARPERS FERRY PUBLIC LIBRARY

WHEREAS, the dedication date for the Bolivar-Harpers Ferry Public Library was on October 15, 1977,

WHEREAS, the Bolivar-Harpers Ferry Public Library, is comprised of workers and volunteers of Jefferson County Citizens who are knowledgeable and committed to serving the residents of Bolivar and Harpers Ferry Jefferson County, WV since October 1992;

WHEREAS, Nancy Manuel was hired as the Library Director in October 1992 and was instrumental in navigating the library into the digital future as well as cooperating to create an interconnected county and ultimately a state wide computerized system;

WHEREAS, Nancy Manuel introduced computer proficiency that promoted growth of a book collection that started with 12,000 and tripled to 37,000 during her tenure and also creating an ongoing collaboration with Harpers Ferry Middle School;

WHEREAS, Nancy Manuel provided a valuable service to Jefferson County as a member of the Bolivar-Harpers Ferry Public Library by providing her knowledge and applying her professional expertise in order to educate and provide a resource to the residents of Jefferson County, WV;

WHEREAS, the Jefferson County Commission recognizes that the people of Jefferson County have benefited from the knowledge and expertise provided by Nancy Manuel for future generations to come as the result of her involvement, dedication and loyalty to the Bolivar-Harpers Ferry Public Library;

THEREFORE, the Jefferson County Commission hereby recognizes Nancy Manuel for her years of service as a loyal and dedicated member of the Bolivar-Harpers Ferry Public Library and in appreciation for her service to the citizens of Jefferson County, West Virginia.

By ORDER of the Jefferson County Commission:

\_\_\_\_\_  
Patricia A. Noland, President

\_\_\_\_\_  
Dale Manuel, Commissioner

\_\_\_\_\_  
Frances Morgan, Commissioner

\_\_\_\_\_  
Lyn Widmyer, Commissioner

\_\_\_\_\_  
Walt Pellish, Commissioner

Proposed to the Jefferson County Commissioners, January 19, 2012

Whereas, In 2010 the United States Supreme Court issued its decision in Citizens United v. Federal Election Commission, holding that independent spending on elections by corporations and other groups could not be limited by government regulations; and

Whereas, This decision rolled back the legal restrictions on corporate spending in the electoral process, allowing for unlimited corporate spending to influence elections, candidate selection, and policy decisions; and

Whereas, In reaching its decision, a majority of the Supreme Court, relying on prior decisions, interpreted the First Amendment of the Constitution to afford corporations the same free speech protections as natural persons; and

Whereas, In his eloquent dissent, Justice John Paul Stevens rightly recognized that "corporations have no consciences, no beliefs, no feelings, no thoughts, no desires. Corporations help structure and facilitate the activities of human beings, to be sure, and their 'personhood' often serves as a useful legal fiction. But they are not themselves members of 'We the People' by whom and for whom our Constitution was established"; and

Whereas, The Court's decision in Citizens United severely hampers the ability of federal, state and local governments to enact reasonable campaign finance reforms and regulations regarding corporate political activity; and

Whereas, Corporations should not be afforded the entirety of protections or "rights" of natural persons, such that the expenditure of corporate money to influence the electoral process is a form of constitutionally protected speech; and

Whereas, several proposed amendments to the Constitution have been introduced in Congress that would allow governments to regulate the raising and spending of money by corporations to influence elections; now, therefore, be it

**Resolved, That the Jefferson County Commission opposes the Supreme Court's interpretation of the Constitution in Citizens United regarding the constitutional rights of corporations, and supports amending the Constitution to provide that corporations are not entitled to the entirety of protections or "rights" of natural persons, specifically so that the expenditure of corporate money to influence the electoral process is no longer a form of constitutionally protected speech, and calls on Congress to begin the process of amending the Constitution.**

<p>Commission Office Use Only</p> <p>Date on Agenda:</p> <p>Appt Time or New Business:</p>
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**AGENDA REQUEST FORM**

Name: Paul Shroyer

Department or Entity: County Commission

Estimation of amount of time needed for appointment: 15 min

Date Requested – 1<sup>st</sup> Choice: 1/26/12

Date Requested – 2<sup>nd</sup> Choice: \_\_\_\_\_

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

Subject: **Resolution or the revision of the Levy Estimate**

- Budget Revision #002 & BR003
- December Budget analysis for the Fiscal Year ending June 30, 2012
- Budget preview

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:

RESOLUTION

At a regular session of the Jefferson County Commission, held on the 26<sup>th</sup> day of January, 2012, the following Order was made and entered:

SUBJECT: The revision of the 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 Jefferson County Commission does hereby direct that 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 to the General County Fund, 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 was as follows:

- Dale Manuel \_\_\_\_\_
- Frances Morgan \_\_\_\_\_
- Patsy Noland \_\_\_\_\_
- Walter Pellish \_\_\_\_\_
- Lyn Widmyer \_\_\_\_\_

Whereupon, Commissioner Noland 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 Patsy Noland, President of the Jefferson County Commission, is authorized to affix his signature to the attached "Request for Revision to Approved Budget" to be sent to the State Auditor for approval.

\_\_\_\_\_  
Patsy Noland, President  
Jefferson County Commission

CID BR 1180 (Rev. 1999)

Glen B. Gainer, III  
 WV State Auditor  
 Chief Inspector Division  
 1900 Kanawha Blvd. East  
 Building 1, Room W-420  
 Charleston, WV 25305  
 Fax: 558-5327

Person To Contact: Paul Shroyer  
 Regarding Budget Revision  
 Phone: 304-728-3283  
 Fax: 304-725-7916

**REQUEST FOR REVISION TO APPROVED BUDGET**

Subject to approval of the chief inspector, 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)

JEFFERSON COUNTY COMMISSION  
 GOVERNMENTAL ENTITY

P. O. BOX # 250  
 STREET OR P.O. BOX

CHARLES TOWN, WV 25414  
 City, State, and ZIP Code

CONTROL NUMBER  
 2012  
 FY  
 General County  
 FUND  
 BR002  
 REV. NO.  
 1 of 1  
 PG. OF NO.

RECEIPTS: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	APPROVED AMOUNT	DEBIT (INCREASE)	CREDIT (DECREASE)	REVISED AMOUNT
					0
					0
					0
					0
NET INCREASE/(DECREASE)					0

EXPENDITURES: (net each account category)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	APPROVED AMOUNT	DEBIT (DECREASE)	CREDIT (INCREASE)	REVISED AMOUNT
001-401-05-568	Other Contributions	3,180,467	30,982		3,149,485
001-405-01-103	Wages-employees	1,047,672		26,676	1,074,348
001-405-01-109	Extra Help	0		4,306	4,306
					0
					0
					0
					0
					0
NET INCREASE/(DECREASE)					0

WV STATE AUDITOR - CHIEF INSPECTOR

APPROVED DATE: _____ BY: _____
POSTED: _____ BY: _____
APPROVED BY THE STATE AUDITOR
BY: _____ DIRECTOR - CHIEF INSPECTOR DIVISION

\_\_\_\_\_  
 AUTHORIZED SIGNATURE      ENTITY APPROVAL DATE  
 FOR GOVERNING BODY

**COUNTIES ONLY**

TRANSFERS TO THE GENERAL FUND FROM SPECIAL FUNDS CREATED PURSUANT TO WEST VIRGINIA CODE § 7-1-9, MUST BE ACCOMPANIED BY PRIOR WRITTEN APPROVAL FROM THE STATE AUDITOR.

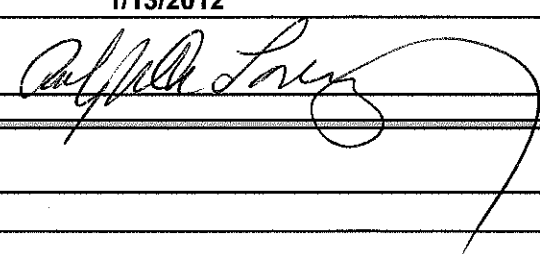
PLEASE NOTE: SUBMIT WHITE AND YELLOW COPIES TO THE STATE AUDITOR, RETAIN PINK COPY AS RECORD OF SUBMISSION

Jefferson County, West Virginia  
 Department of Financial Management  
 Budget Revision for Fiscal Year Ending June 30, 2012

Budget Line No.	Approved Budget	Requested Additions	Requested Reduction	Revised Budget
001-401-05-568	3,180,467		30,982	3,149,485
001-405-01-103	1,047,672	26,676		1,074,348
001-405-01-109	0	4,306		4,306
				0
				0
<b>Totals</b>	<b>4,228,139</b>	<b>30,982</b>	<b>30,982</b>	<b>4,228,139</b>

Name of requesting department: Prosecuting Attorney's Office

Date Requested: 1/13/2012

Approving signature: 

---

Date Submitted to County Commission: \_\_\_\_\_

Date Approved: \_\_\_\_\_

Authorizing Signature: \_\_\_\_\_

Any request for a Budget Revision that is not an internal adjustment of current department budget funding must be submitted to the WV State Auditor's Office for approval before

Date Submitted to State Auditor's Office: \_\_\_\_\_

Date Approved: \_\_\_\_\_

Authorizing Signature: \_\_\_\_\_

RESOLUTION

At a regular session of the Jefferson County Commission, held on the 26<sup>th</sup> day of January, 2012, the following Order was made and entered:

SUBJECT: The revision of the 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 Jefferson County Commission does hereby direct that 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 # BR003 to the General County Fund, 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 was as follows:

Dale Manuel	_____
Frances Morgan	_____
Patsy Noland	_____
Walter Pellish	_____
Lyn Widmyer	_____

Whereupon, Commissioner Noland 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 Patsy Noland, President of the Jefferson County Commission, is authorized to affix his signature to the attached "Request for Revision to Approved Budget" to be sent to the State Auditor for approval.

\_\_\_\_\_  
Patsy Noland, President  
Jefferson County Commission

**REQUEST FOR REVISION TO APPROVED BUDGET**

CONTROL NUMBER

Glen B. Gainer, III  
 WV State Auditor  
 Chief Inspector Division  
 1900 Kanawha Blvd. East  
 Building 1, Room W-420  
 Charleston, WV 25305  
 Fax: 558-5327

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

2012  
 FY  
 General County  
 FUND  
 BR003  
 REV. NO.  
 1 of 1  
 PG. OF NO.

JEFFERSON COUNTY COMMISSION  
 GOVERNMENTAL ENTITY

P. O. BOX # 250  
 STREET OR P.O. BOX

CHARLES TOWN, WV 25414  
 City, State, and ZIP Code

Person To Contact: Paul Shroyer  
 Regarding Budget Revision  
 Phone: 304-728-3283  
 Fax: 304-725-7916

RECEIPTS: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	APPROVED AMOUNT	DEBIT (INCREASE)	CREDIT (DECREASE)	REVISED AMOUNT
001-323	State Assistance	0	89,699		89,699
					0
					0
					0
NET INCREASE/(DECREASE)					89,699

EXPENDITURES: (net each account category)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	APPROVED AMOUNT	DEBIT (DECREASE)	CREDIT (INCREASE)	REVISED AMOUNT
001-413	Elections	288,951		89,699	378,650
					0
					0
					0
					0
					0
					0
NET INCREASE/(DECREASE)					89,699

WV STATE AUDITOR - CHIEF INSPECTOR

APPROVED DATE: _____ BY: _____
POSTED: _____ BY: _____
APPROVED BY THE STATE AUDITOR
BY: _____ DIRECTOR - CHIEF INSPECTOR DIVISION

\_\_\_\_\_  
 AUTHORIZED SIGNATURE      ENTITY APPROVAL DATE  
 FOR GOVERNING BODY

COUNTIES ONLY

TRANSFERS TO THE GENERAL FUND FROM SPECIAL FUNDS CREATED PURSUANT TO WEST VIRGINIA CODE § 7-1-9, MUST BE ACCOMPANIED BY PRIOR WRITTEN APPROVAL FROM THE STATE AUDITOR.

PLEASE NOTE: SUBMIT WHITE AND YELLOW COPIES TO THE STATE AUDITOR, RETAIN PINK COPY AS RECORD OF SUBMISSION

Jefferson County, West Virginia

Department of Financial Management

Budget Revision for Fiscal Year Ending June 30, 2012

Fund 001

Revision # BR002

Budget Line No.	Approved Budget	Requested Additions	Requested Reduction	Revised Budget
001-413-01-108-002-GG-000		57,170		57,170
001-413-01-108-001-GG-000		2,801		2,801
001-413-01-104-000-GG-000		738		738
001-413-01-104-001-GG-000		183		183
001-413-01-106-000-GG-000		410		410
001-413-02-214-000-GG-000		464		464
001-413-02-219-000-GG-000		2,816		2,816
001-413-02-222-000-GG-000		186		186
001-413-02-216-000-GG-000		4,125		4,125
001-413-03-341-000-GG-000		20,807		20,807
				0
				0
This is the request to record the ck received from State of WV				0
for the Special Election 10/4/2011 - reimbursement				0
ck was entered into 001-382-MM-000 on ticket # 34561 dated 01/05/2012				0
				0
				0
				0
<b>Totals</b>	0	89,699	0	89,699

Name of requesting department: County Clerk

Date Requested: 01/13/2012

Approving signature: 

Date Submitted to County Commission: \_\_\_\_\_

Date Approved: \_\_\_\_\_

Authorizing Signature: \_\_\_\_\_

**Any request for a Budget Revision that is not an internal adjustment of current department budget funding must be submitted to the WV State Auditor's Office for approval before**

Date Submitted to State Auditor's Office: \_\_\_\_\_

Date Approved: \_\_\_\_\_

Authorizing Signature: \_\_\_\_\_

REPORT DATE 01/19/2012  
 SYSTEM DATE 01/19/2012  
 FILES ID A

JEFFERSON COUNTY COMMISSION  
 STATEMENT OF EXPENDITURES, ENCUMBRANCES & APPROPRIATIONS  
 GENERAL FUND  
 AS OF 12/2011

PAGE 10  
 TIME 13:16:44  
 USER PSHROYER

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-413-01-103-000-GG-000 ELEC CO CLK SALARY/WAGES	39716.00	3055.08	19858.02		19857.98	50.00
001-413-01-104-000-GG-000 ELEC CO CLK FICA EXPENSE	8407.00	239.91	2153.71		6253.29	25.61
001-413-01-104-001-GG-000 ELEC CO CLK MEDICARE EXP	1966.00	56.11	503.70		1462.30	25.62
001-413-01-105-000-GG-000 ELECTION CO CLK GROUP INS	14814.00	1170.25	7035.94		7778.06	47.49
001-413-01-106-000-GG-000 ELEC CO CLK RETIREMENT	6919.00	442.98	3289.38		3629.62	47.54
001-413-01-108-001-GG-000 ELEC CO CLK OVERTIME	8000.00		991.72		7008.28	12.39
001-413-01-108-002-GG-000 ELEC COCLK P/TIME EX HELP	87879.00	1224.00	63670.47		24208.53	72.45
001-413-02-212-000-GG-000 ELEC CO CLK PRINTING	650.00				650.00	
001-413-02-214-000-GG-000 ELEC CO CLK TRAVEL	3600.00		463.89		3136.11	12.88
001-413-02-216-000-GG-000 ELEC CO CLK MAIN/REP EQUI	8500.00	297.47	7626.52	588.27	285.21	96.64
001-413-02-219-000-GG-000 ELEC CO CLK BLD/EQUIP RNT	39000.00		8224.92		30775.08	21.08
001-413-02-220-000-GG-000 ELEC CO CLK ADS/LEGAL PUB	4500.00		185.62		4314.38	4.12
001-413-03-341-000-GG-000 ELEC CO CLK MAT/SUPPLIES	65000.00	61.56	21035.69		43964.31	32.36
TOTALS FOR ELECTIONS COUNTY CLERK	288951.00	6547.36	135039.58	588.27	153323.15	46.93

Commission Office Use Only

Date on Agenda:

Appt Time or New Business:

### AGENDA REQUEST FORM

Name: Nichelle Hosby

Department or Entity: County Commission

Estimation of amount of time needed for appointment: 15 min

Date Requested – 1<sup>st</sup> Choice: 1/26/12

Date Requested – 2<sup>nd</sup> Choice: \_\_\_\_\_

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

Subject: **Interviews and Appointments to the Following Boards, Committee and Commissions**

- Board of Zoning and Appeals – Unexpired term ending January 1, 2014
- Water Advisory Committee – (2) Three year terms ending January 31, 2015
- Eastern Panhandle Transit Authority Board – One three year term ending January 31, 2015

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): **Motion to approve \_\_\_\_\_ to the \_\_\_\_\_ Board or Committee for the expressed term as stated above.**

Attachments:

4A

**Nichelle Hosby**

---

**From:** Steve Barney [sbarney@jeffersoncountywv.org]  
**Sent:** Friday, January 06, 2012 9:43 AM  
**To:** 'Nichelle Hosby'  
**Cc:** Jennie Brockman; jtyq@comcast.net; 'Jennilee Hartman'  
**Subject:** Request for reappointment - Tyler Quynn

Nichelle,

Please see Tyler Quynn's request for reappointment, below. Per our conversation this morning, my understanding is that standard practice for board members seeking reappointment is that they may continue to serve on the board until the County Commission votes on their reappointment, regardless of the fact that the term may have expired. (Please let me know if that's not correct.)

To request appointment to a full position, should he submit a separate letter to the County Commission?

Please let me know if you need anything else. Thanks for your help!

-Steve B

---

**From:** [jtyq@comcast.net](mailto:jtyq@comcast.net) [<mailto:jtyq@comcast.net>]  
**Sent:** Thursday, January 05, 2012 4:31 PM  
**To:** Steve Barney  
**Cc:** Bresee, Jeff; Brockman, Jennie; Groh, Stephen  
**Subject:** Re: very brief meeting with Tyler Quynn tomorrow? (Wednesday)

Steve,

Pursuant to our conversation this morning, and your correspondence of December 6, 2011, I would be available to continue to serve on the BZA if the County Commission chooses to reappoint me to another term. If you/ they would like a separate letter of interest to show availability for a Regular Member position, I would be willing to do that also.

Thanks for your support,  
Tyler

ZONING BOARD OF APPEALS

Christy Huddle  
P.O. Box 934  
Harpers Ferry, WV 25425  
535-2759 huddlec@yahoo.com  
3 years 1/1/2015

Edwin T. Kelly, II  
33 River View Drive  
Harpers Ferry, WV 25425  
724-6553 w: 301-738-5690  
EKelly@mcecorp.com  
3 years 1/1/2015

Tiffany Lee Hine  
P.O. Box 219  
Charles Town, WV 25414  
h: 725-7975 w: 724-3696 ext. 24  
3 years 1/1/2013

Vacant (Brusco resignation)  
3 years 1/1/2014

Jeffrey Doran Bresee  
300 Strider Road  
Kearneysville, WV 25430  
304-728-8247  
3 years 1/1/2014

ALTERNATES:

Vacant: 1/1/2013

Vacant: 1/1/2014

J. Tyler Quynn  
P.O. Box 430  
Charles Town, WV 25414  
304-279-8821  
3 years 1/1/2012

§8A-8-4

The Jefferson County Commission proposes to name persons to serve on the following Authorities, Boards, Commissions, or Committees on Thursday, January 26, 2012, or as soon thereafter as the Commission may decide:

**Eastern Panhandle Transit Authority Board - (3) Three year term ending January 31, 2015**  
**Water Advisory Committee - (4) Three year term ending January 31, 2015**  
**Potomac Headwaters RC&D - (1) Two year term ending January 31, 2014**

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:**

**December 21 & 26, 2011 & January 4 & 11, 2012**

**THANKS - JEFFERSON COUNTY COMMISSION**



## JEFFERSON COUNTY COMMISSION

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

Phone: (304) 728-3284 - Fax: (304) 725-7916

Web: [www.jeffersoncountywv.org](http://www.jeffersoncountywv.org)

PRESIDENT

*Patsy Noland*

VICE PRESIDENT

*Dale Manuel*

COMMISSIONER

*Frances Morgan*

COMMISSIONER

*Walt Pellish*

COMMISSIONER

*Lyn Widmyer*

November 15, 2011

Jane Arnett  
832 South George Street  
Charles Town, WV 25414

Dear Ms. Arnett:

Please be advised that your term on the Water Advisory Committee will expire on January 31, 2012. Until the County Commission has acted to appoint someone for another three year term, 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, January 27, 2012 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 Adams Hosby  
Executive Administrative Assistant

NAH  
termexp



## JEFFERSON COUNTY COMMISSION

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

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VICE PRESIDENT

*Dale Manuel*

COMMISSIONER

*Frances Morgan*

COMMISSIONER

*Walt Pellish*

COMMISSIONER

*Lyn Widmyer*

November 15, 2011

Willis E. Nowell, Jr.  
389 Shenandoah River Drive  
Harpers Ferry, WV 25425

Dear Mr. Nowell, Jr.:

Please be advised that your term on the Water Advisory Committee will expire on January 31, 2012. Until the County Commission has acted to appoint someone for another three year term, 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, January 27, 2012 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 Adams Hosby  
Executive Administrative Assistant

NAH  
termexp

## Nichelle Hosby

---

**From:** Jane Arnett [jarnett@charlestownutilities.us]  
**Sent:** Tuesday, November 29, 2011 9:57 AM  
**To:** 'nichelle hosby'  
**Subject:** WAC Committee

Honorable Commissioners, Tim Boyde and Nichelle Adams Hosby,

I am respectfully requesting consideration to be reappointed to a three year term on the Jefferson County Water Advisory Committee. I have been in a management position with the Charles Town water system for 16 years. Please let me know if I can provide additional information and thank you in advance, Jane



Jane Arnett  
Utility Manager  
Charles Town Utility Board  
832 South George Street  
Charles Town, WV 25414  
P: 304-725-2316  
F: 304-725-4313

Information from ESET NOD32 Antivirus, version of virus signature database 6669 (20111129)

The message was checked by ESET NOD32 Antivirus.

<http://www.eset.com>

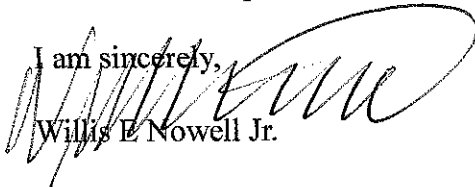
11/29/2011

Jefferson County Commission  
124 E. Washington St  
PO Box 250  
Charles Town WV 25414

Commissioners,

If it's your pleasure, I'd be delighted to serve a full term on the Water Advisory Committee (WAC). My present term, filling an unexpired position, ends January 31<sup>st</sup>. I feel I could make a positive contribution to the WAC's important work.

I am sincerely,



Willis E. Nowell Jr.

389 Shenandoah River Drive  
Harpers Ferry WV 25425

**RECEIVED**

DEC 02 2011

Jefferson County Commission

**Jefferson County Commission  
Water Advisory Committee**

Member Name	Email	Address	Phone	Term Expires
Roger Ethier	<a href="mailto:engnerwobord@hotmail.com">engnerwobord@hotmail.com</a>	P.O. Box 1392 Shepherdstown, WV 25443	304-283-6196	1/31/2013
Mark Shields	<a href="mailto:markshield@fda.hhs.gov">markshield@fda.hhs.gov</a>	82 Foster Circle Shenandoah Junction, WV 25442	301-827-6173	1/31/2014
Larry Johnson	<a href="mailto:lwjohnson9@comcast.net">lwjohnson9@comcast.net</a>	Chester Engineering 125 Burke Street Martinsburg, WV 25401	304-267-9759	1/31/2013
Dick Latterell	<a href="mailto:latterell@frontiernet.net">latterell@frontiernet.net</a>	P.O. Box 3609 Shepherdstown, WV 25443	304-876-6072	1/31/2013
Victoria Eckert	<a href="mailto:vicki1538@aol.com">vicki1538@aol.com</a>	175 Cheney Road Harpers Ferry, WV 25425	Phone Book	1/31/2014
Mary T. Sell	<a href="mailto:marytsell@aol.com">marytsell@aol.com</a>	P.O. Box 895 Charles Town, WV 25414		1/31/2014
Lee Snyder	<a href="mailto:lsnyder@snyderenv.com">lsnyder@snyderenv.com</a>	270 Industrial Blvd. Kearneysville, WV 25430		1/31/2012
Oscar Stine	<a href="mailto:oscarstine@frontiernet.net">oscarstine@frontiernet.net</a>	7633 Flowing Springs Road Shepherdstown, WV 25443	304-876-2009	1/31/2012
Willis E. Nowell, Jr.	<a href="mailto:willis_nowell@shannondale.org">willis_nowell@shannondale.org</a>	389 Shenandoah River Drive Harpers Ferry, WV 25425	304-725-2440	1/31/2012
Jane Arnett	<a href="mailto:jarnett@charlestownutilities.us">jarnett@charlestownutilities.us</a>	832 South George Street Charles Town, WV 25414	304-725-2316	1/31/2012
Robert K. Denton Jr.	<a href="mailto:rdenton@geoconcepts-eng.com">rdenton@geoconcepts-eng.com</a>	19955 Highland Vista Dr, Suite 170 Ashburn, VA 20147	703-726-8030	1/31/2014
Lyn Widmyer, Commissioner	<a href="mailto:lynwidmyer@gmail.com">lynwidmyer@gmail.com</a>	P.O. Box 250 Charles Town, WV 25414	304-728-3284	2012

*Resigned*  
*Resigned*

The Jefferson County Commission proposes to name persons to serve on the following Authorities, Boards, Commissions, or Committees on Thursday, January 26, 2012, or as soon thereafter as the Commission may decide:

**Eastern Panhandle Transit Authority Board - (3) Three year term ending January 31, 2015**  
**Water Advisory Committee - (4) Three year term ending January 31, 2015**  
**Potomac Headwaters RC&D - (1) Two year term ending January 31, 2014**

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:**

**December 21 & 26, 2011 & January 4 & 11, 2012**

**THANKS - JEFFERSON COUNTY COMMISSION**



## JEFFERSON COUNTY COMMISSION

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

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PRESIDENT

*Patsy Noland*

VICE PRESIDENT

*Dale Manuel*

COMMISSIONER

*Frances Morgan*

COMMISSIONER

*Walt Pellish*

COMMISSIONER

*Lyn Widmyer*

November 15, 2011

Eugene D. Pearson  
John Rissler Road  
P.O. Box 1005  
Charles Town, WV 25414

Dear Mr. Pearson:

Please be advised that your term on the Eastern Panhandle Transit Authority Board of Directors will expire on January 31, 2012. Until the County Commission has acted to appoint someone for another three year term, 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, January 27, 2012 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 Adams Hosby  
Executive Administrative Assistant

NAH  
termexp

P.O. Box1005  
Charles Town, WV 25414  
December 16, 2011

Att: Ms. Nichelle Adams Hosby  
Executive Administrative Assistant  
Jefferson County Commission  
P.O. Box 250  
Charles Town, WV 25414

Gentlemen:

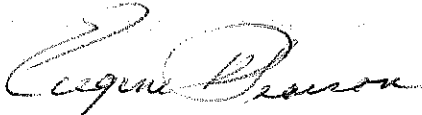
I received your letter of November 15, 2011 apprizing me of the expiration of my appointment to the Eastern Panhandle Transit Authority Board.

I am very desirous of being considered for another term on the Eastern Panhandle Transit Authority Board.

I have in the past served as President of the Board and I am now serving as Secretary of the Board.

If there are additional actions that I need to take in order to be considered for another term on the Eastern Panhandle Transit Authority Board, please advise me.

Sincerely,



Eugene D. Pearson

RECEIVED

DEC 29 2011

Jefferson County Commission

**EASTERN PANHANDLE TRANSIT AUTHORITY BOARD OF DIRECTORS**

VACANT

3 years      1/31/2012

Eugene D. Pearson  
John Rissler Road  
P.O. Box 1005  
Charles Town, WV 25414  
304-725-1746

3 years      1/31/2012

George Rutherford  
P.O. Box 411  
Ranson, WV 25438  
725-9610 [gruther1@msn.com](mailto:gruther1@msn.com)

3 years      1/31/2012

Resigned 1/2012

<p>Commission Office Use Only</p> <p>Date on Agenda:</p> <p>Appt Time or New Business:</p>
--

**AGENDA REQUEST FORM**

Name: Mike Cassell, Attorney

Department or Entity: \_\_\_\_\_

Estimation of amount of time needed for appointment: 30 min

Date Requested – 1<sup>st</sup> Choice: 1/26/12

Date Requested – 2<sup>nd</sup> Choice: \_\_\_\_\_

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

Subject: **Public Hearing**

- Petition of William E. Knode and Jo Ann Knode to vacate unused streets and alley as shown on Map of Trussell's Addition, situate in Shepherdstown District, Jefferson County, West Virginia under §7-1-3h West Virginia Code

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:

COMMISSION  
STAFF  
UNDERSTAND  
NOTICE & RESP.  
AGENDA  
37 PM

PROPOSED  
HEARING DATE  
1-26-12  
E NOTICE IN SHEP  
CHRONICLE

**IN THE COUNTY COMMISSION OF JEFFERSON COUNTY, WEST VIRGINIA**

**IN RE: ) PETITION OF WILLIAM E. KNODE, JR.,**  
**) and JO ANN KNODE TO VACATE UNUSED**  
**) STREETS AND ALLEY Under §7-1-3h**  
**) West Virginia Code**

Come now William E. Knode, Jr., and Jo Ann Knode, hereinafter referred to as  
Petitioners, and state as follows:

-1-

That the Petitioners bring this verified application before this County Commission  
pursuant to §7-1-3h of the West Virginia Code.

-2-

That the Petitioners own land, whose property abuts unused streets and an alley,  
as shown on a map of Trussell's Addition, situate in Shepherdstown District, Jefferson  
County, West Virginia.

-3-

That said plat is recorded in the Office of the Clerk of the County Commission of  
Jefferson County, West Virginia, in Slide 2158A.

-4-

That the unused streets and alley, which your Petitioners request that the County  
Commission vacate, shown on said plat are as follows: Princess Street (Extended) from  
the southern limit of Church Alley (which is also the division line between the

Corporation of Shepherdstown and Jefferson County) to Fairmont Avenue; Fairmont Avenue from Princess Street extending westwardly to the Town Run; Old Prospect Avenue from Princess Street extending westwardly to the Town Run; and an unnamed alley from Princess Street extending westwardly to the Town Run.

WHEREFORE, your Petitioners request the following:

- 1) That the County Commission consider this application.
- 2) That the County Commission fix a time, date and place for hearing on such application.
- 3) That after hearing any evidence relating to the use of and rights or claims in and to such streets and alley, the County Commission cause to be entered an Order closing and vacating the streets and alley as aforesaid, and causing said Order to be certified for entry of record in said Clerk's Office.

Respectfully submitted,

William E. Knode, Jr.

William E. Knode, Jr.

Jo Ann Knode  
Jo Ann Knode

STATE OF WEST VIRGINIA

COUNTY OF JEFFERSON, to wit:

WILLIAM E. KNODE, JR., and JO ANN KNODE, PETITIONERS named in the foregoing PETITION TO VACATE UNUSED STREETS AND ALLEY, being duly sworn, says that the facts and allegations contained therein are true, except so far as they are therein stated to be on information, and that so far as they are therein stated to be upon information, they believe them to be true.

William E. Knode, Jr.

His William E. Knode, Jr. Mark

Jo Ann Knode  
Jo Ann Knode

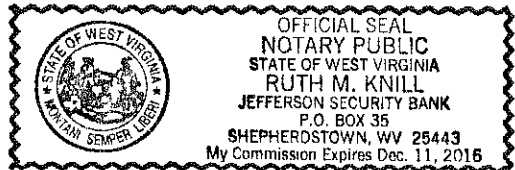
I, Ruth M. Knill, a Notary Public of the said County, do hereby certify that WILLIAM E. KNODE, JR., who signed the writing above and JO ANN KNODE, who signed the writing above, bearing date the 19<sup>th</sup> day of December, 2011, has this day acknowledged the same before me in my said County.

Given under my hand this 19<sup>th</sup> day of December, 2011.

My commission expires: Dec 11, 2016

(Affix Notary Seal)

Ruth M. Knill  
Notary Public



included within the boundaries of any municipal corporation, except as provided herein. Any county commission for the purpose of implementing this section is hereby authorized to enter into such contract or contracts with any municipality or county within this state for the purposes of carrying out the powers vested in such county commissions by this section, and all said county commissions may, pursuant to such contract, exercise the authority herein granted within such contracting municipality: Provided, however, That where an area is furnished garbage and refuse collection service by an existing carrier under authority issued by the Public Service Commission of West Virginia, the county commission may enter into contracts or agreements with such carrier to supplement such existing service, but shall not enter into any competing service without authority being granted by the Public Service Commission.

The term "users" as used herein shall mean and include any person to whom such services are made available under the provisions of this section.

The authority granted by this section expires on the first day of January, one thousand nine hundred eighty-nine.

**History.** 1955, c. 30; 1974, c. 15; 1988, c. 84.

**Cross references.** — West Virginia litter control program, §§ 20-7-24 et seq.

**Garbage service fee.** — Garbage service fee provided for in this section may be properly imposed on actual users of the service. How-

ever, the manner in which the fee may be imposed on and collected from other than such actual users of the service needs legislative clarification. Op. Att'y Gen., Oct. 6, 1987, No. 18.

**§ 7-1-3g. Acquisition, operation, and maintenance of sewerage systems and sewage plants.**

In addition to all other powers and duties now conferred by law upon county courts [county commissions], such courts are hereby empowered to acquire, by purchase, right of eminent domain, lease, gift, or otherwise, and to operate and maintain, sewerage systems and sewage treatment plants, and to pay the cost of operation and maintenance thereof out of a special fund to be derived from sewerage service fees paid by the users of such sewerage system or sewage treatment plant: Provided, however, That the power and authority hereby conferred on county courts shall not extend into territory within the boundaries of any municipal corporation, sanitary district or public service district.

**History.** 1955, c. 30.

county court as county commission, see W.Va. Const. art. IX, § 9.

**Editor's notes.** — For construction of the

**§ 7-1-3h. Authority and procedure for closing unused roads, streets and travel ways; notice and hearing; circuit court review.**

The county court [county commission] of any county, upon the verified application of any landowner whose land abuts on any unused road, street, or other travel way designated on any map or plat of a subdivision of land or otherwise within such county but outside of incorporated towns or cities thereof, is hereby authorized to close and vacate any part or all of any such

unused road, street or other designated travel way by order entered of record after hearing as hereinafter provided. Before acting to close and vacate any such road, street or travel way, the county court shall consider the application and shall fix a time and place for hearing on such application. Such hearing shall be held not less than fifteen days after the hearing date and place have been so fixed. The applicant shall cause notice of the time and place of such hearing and the purpose thereof to be published as a Class I legal advertisement in compliance with the provisions of article three [ §§ 59-3-1 et seq. ], chapter fifty-nine of this code, and the publication area for such publication shall be the county. The notice shall be published at least fifteen days before such hearing. The applicant shall also cause to be served, at least fifteen days before such hearing, in the manner provided by law for the service of notices and process, a notice showing the time, place and purpose of such hearing, upon every owner of property, and every person holding a lien thereon, abutting on such unused road, street or other travel way. The affidavit of publication of such notice shall be filed with the county court at or before the hearing as a part of the record in the proceedings.

At the time and place fixed for the hearing, the county court [county commission] shall hear any evidence relating to the use of and rights or claims in or to any such road, street or other designated travel way sought to be closed and vacated. If the county court concludes and finds upon the record and evidence in the proceedings that the use and rights of no person or persons in such road, street or other travel way will be impaired or lost by the closing and vacation thereof, the county court shall proceed to enter an order closing and vacating such road, street or other travel way and shall cause a copy of said order to be prepared and certified for entry of record in the office of the clerk of such county court. The applicant shall pay the recording fee thereon.

Any person aggrieved by the action of the county court [county commission] in any such case may seek review thereof in the circuit court of the county as provided in article three of chapter fifty-eight [ §§ 58-3-1 et seq. ] of this code.

**History.** 1957, c. 26; 1967, c. 105.

**Editor's notes.** — For construction of the county court as county commission, see W.Va. Const. art. IX, § 9.

**Refusal to close road not an acceptance of dedication.** — County commission's refusal of an application by the alleged obstructing parties to close one of two roads that the challenging parties sought to establish as pub-

lic roads was not evidence that the county commission accepted a dedication of that road. There was no requirement in W. Va. Code § 7-1-3h, regarding the closing of roads, that a road at issue be a public road nor was there any other indication that the road was a public road. *Ford v. Dickerson*, — W. Va. —, 662 S.E.2d 503, 2008 W. Va. LEXIS 11 (2008).

**Stated** in *Newman v. Michel*, — W. Va. —, — S.E.2d —, 2009 W. Va. LEXIS 58 (2009).

### § 7-1-3i. County commission may cooperate with other governmental units.

Any county commission may join together in the exercise of any of its powers, duties and responsibilities, or otherwise cooperate with any other county or counties, municipality or municipalities, the government of this State or of the United States in carrying out any lawful purpose not in conflict with the Constitution of West Virginia: Provided, That the county commission of any

## Nichelle Hosby

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**From:** Nichelle Hosby [nhosby@jeffersoncountywv.org]  
**Sent:** Monday, January 09, 2012 1:09 PM  
**To:** 'tmilbourne@shepherdstownchronicle.com'  
**Subject:** News

A Public Hearing will be held by the Commission on January 26, 2012 at 11:00 am regarding Petition of William E. Knode, Jr, and Jo Ann Knode to vacate unused streets and alley Under§7-1-3h West Virginia Code.

Call if you need more information.

Working daily to serve you better,

Nichelle Adams Hosby  
Executive Assistant, Jefferson County Commission  
P.O. Box 250  
Charles Town, WV 25414  
Phone: 304-728-3284  
Fax: 304-725-7916  
email: [nhosby@jeffersoncountywv.org](mailto:nhosby@jeffersoncountywv.org)

60A

<p>Commission Office Use Only</p> <p>Date on Agenda:</p> <p>Appt Time or New Business:</p>
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**AGENDA REQUEST FORM**

**Name:** F. Mark Schiavone

**Department or Entity:** DCPM

**Estimation of amount of time needed for appointment:** 15 minutes

**Date Requested – 1<sup>st</sup> Choice:** 26 January 2012

**Date Requested – 2<sup>nd</sup> Choice:** 2 February 2012

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

**Subject:** CY 2011 Annual Report on Impact Fees

**Please provide the County Commission with a description of your request or presentation, including any background information:** This report summarizes all aspects of impact fee management for calendar year 2011 and outlines proposed fee schedule and ordinance changes for CY 2012. It also identifies impact fee fundable capital projects for upcoming FY 2013. This report is statutorily required to be delivered annually. The procedures ordinance requires that the report be presented/delivered in January of each year.

**Recommended motion (Please type out the wording of the motion that you would like the Commission to approve):** This report is informational only.

**Attachments:** Annual Report on Impact Fees, January 2011 – December 2011.

<p>Commission Office Use Only</p> <p>Date on Agenda:</p> <p>Appt Time or New Business:</p>
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**AGENDA REQUEST FORM**

**Name:** F. Mark Schiavone

**Department or Entity:** DCPM

**Estimation of amount of time needed for appointment:** 10 min

**Date Requested – 1<sup>st</sup> Choice:** 19 January 2012

**Date Requested – 2<sup>nd</sup> Choice:** 26 January 2012

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

**Subject:** Timeline for implementation of affordable housing impact fee ordinance

**Please provide the County Commission with a description of your request or presentation, including any background information:** This timeline was requested several meetings ago. It is part of a larger program to consider changes to the impact fee schedules during the winter of 2012.

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

**Attachments:** Text of draft timeline – also sent to Commissioners via email.

## **Proposed timeline:**

26 January 2012: Annual Report presentation. This will include a redux of the updated fee schedules, draft ordinances for updated fee schedules, draft ordinance changes for procedures ordinance (for new school schedule), and draft changes to procedures ordinance for affordable housing component.

Mid February: public hearing on updated fee schedules and the proposed affordable housing component. The Commission will have had the drafts for the updated fee schedules and all draft ordinance changes since mid January

Late February/Early March: action by commission to adopt updated fee schedules/ inflation indices / affordable housing component. They could choose to set either 1 April or 1 July as the date the updated fee schedules and/or affordable housing component takes effect.

I will recommend in January at the Annual Report that the commission let the inflation index changes take effect for whatever fee schedule in place on 1 April 2012. In all cases the Fed index fell between 2009 and 2010 and not adjusting the fee schedule downward could cause legal problems in the future.

60

<p>Commission Office Use Only</p> <p>Date on Agenda:</p> <p>Appt Time or New Business:</p>
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**AGENDA REQUEST FORM**

**Name:** F. Mark Schiavone

**Department or Entity:** DCPM

**Estimation of amount of time needed for appointment:** 5 min

**Date Requested – 1<sup>st</sup> Choice:** 26 January 2012

**Date Requested – 2<sup>nd</sup> Choice:** 2 February 2012

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

**Subject:** Request to amend FY 2012 CIP for Middleway Fire Company

**Please provide the County Commission with a description of your request or presentation, including any background information:** The JCESA has approved Middleway’s request for the expenditure of an additional \$48,500 in impact fee monies for the CIP project titled acquisition of land/station. A copy of the transmittal requesting this increase is attached. If approved this amendment to the FY 2012 CIP would bring the total approved funding for this project from \$100,000 to \$148,500.

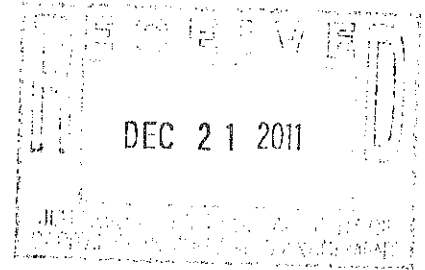
**Recommended motion (Please type out the wording of the motion that you would like the Commission to approve):** I move to amend the FY 2012 CIP for Middleway Fire Company from the original amount of \$100,000 to \$148,500

**Attachments:** Letter from Pete Kelly



## JEFFERSON COUNTY EMERGENCY SERVICES AGENCY

419 Sixteenth Avenue  
Ranson, WV 25438  
E-mail – [jcesa@jcesa.org](mailto:jcesa@jcesa.org)  
Telephone – 304-728-3287  
Fax – 304-728-6221



December 16, 2011

F. Mark Schiavone  
Director and Impact Fee Coordinator  
Department of Capital Planning and Management  
Jefferson County Government  
114 E. Washington Street  
Charles Town, WV 25414

Dear Mr. Schiavone:

The Jefferson County Emergency Services Agency approved a recommendation to increase the allocation made to the Middleway Fire Company for construction of new building. The additional amount of \$48,000 should be disbursed to the Company along with the remaining \$500 from the first allocation for a total of \$48,500.

Please contact Marty Freeman if you have additional questions.

Sincerely,

R.M. "Pete" Kelley  
President

<p>Commission Office Use Only</p> <p>Date on Agenda:</p> <p>Appt Time or New Business:</p>
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**AGENDA REQUEST FORM**

Name: Jennifer Brockman

Department or Entity: Planning and Zoning

Estimation of amount of time needed for appointment: 15 minutes

Date Requested – 1<sup>st</sup> Choice: January 26, 2012

Date Requested – 2<sup>nd</sup> Choice: \_\_\_\_\_

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

**Subject: Update to County Commission on Potential Amendments to the Zoning Ordinance Text regarding the Creation of New Commercial and Industrial Zoning Categories and Additional Recreational Opportunities in Various Zoning Districts**

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

The FY 2012 Work Plan for the Departments of Planning and Zoning includes a proposal to consider a series of text amendments to improve the usability and reliability of the locally adopted Zoning Ordinance and Subdivision Regulations. In recent months, a number of amendments underway have been approved. Staff is currently working on two additional amendments that we want to make the County Commission aware of and to discuss next steps.

- 1) A high priority set by both the Planning Commission and County Commission this Fiscal Year is the expansion of the number and variety of commercial zoning districts in the Zoning Ordinance. The Zoning Ordinance currently has only two commercial districts: Residential-Light Industrial-Commercial and Industrial - Commercial District. The overly broad nature of these districts has led to concern by the public when proposed in new locations throughout the County. Staff has undertaken an effort to investigate additional zoning categories, including districts that would allow appropriate limited commercial ventures in appropriate locations. An initial outline of these regulations is found in the first attached memo provided for your information.

At their January 10, 2012 meeting, the Planning Commission provided direction to staff regarding this proposal and has scheduled a public input workshop to discuss these categories in concept at their February 14, 2012 meeting.

- 2) In recent months, the Departments of Planning and Zoning have been asked to determine where a variety of recreational uses, such as campgrounds, commercial boat ramps, and accessory food operations might be permitted in the County. A review of the Zoning Ordinance has led staff to conclude that while the current operations can continue in their current locations as non-conforming uses, there are no opportunities for new or expanded recreational operations within the County without a Zoning Map Amendment or Conditional Use Permit process. Staff, therefore, initiated a public outreach effort in order to determine what types of recreational uses people might be interested in proposing and to determine concerns that the public may have as a result of these proposals. Attached is a memo that provides a synopsis of the process to date and summarizes the input received to date.

Staff presented this information at the January 10, 2012 Planning Commission meeting and discussed recommendations regarding ways in which to balance opportunities for public notice and input when considering such uses (i.e.: a Special Exception or Conditional Use without LESA); limitations regarding placement of such uses in established residential subdivisions; floodplain implications; development of review criteria; and coordination with the local Health Department. Additional amendments to the Subdivision Regulations may also be proposed related to the design of campgrounds. The Planning Commission generally found these recommendations to be a "way forward" and asked staff to begin to research and draft these regulations and to present them to the Planning Commission for their review and input at their March 13, 2012 meeting.

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

**No Action Required**

Attachments:

- January 10, 2012 Memo to Planning Commission from Steve Barney, "Draft Amendments – Article 5 (New Zoning Districts)" and a table reflecting "Proposed Commercial Zoning Districts (Draft)"
- January 10, 2012 Memo to Planning Commission from Steve Barney, "Outreach Regarding Recreational Uses" and "Summary of Comments Received Regarding Recreational Uses"

**JEFFERSON COUNTY, WEST VIRGINIA**  
**Department of Planning & Zoning**  
116 East Washington Street, 2<sup>nd</sup> Floor  
P.O. Box 338  
Charles Town, West Virginia 25414

Email: [planningdepartment@jeffersoncountywv.org](mailto:planningdepartment@jeffersoncountywv.org)  
[zoning@jeffersoncountywv.org](mailto:zoning@jeffersoncountywv.org)

Phone: (304) 728-3228  
Fax: (304) 728-8126

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**MEMO**

**TO:** Planning Commission Members  
**FROM:** Steve Barney, Zoning Administrator  
**DATE:** January 10, 2012  
**RE:** Draft Amendments – Article 5 (New Zoning Districts)

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**Background**

As part of the series of Zoning Ordinance amendments, one of the Planning and Zoning Department's most important goals is to expand the variety of commercial zoning districts in the Zoning Ordinance. Staff understands this to be a high priority of the Planning Commission and the County Commission as well.

The Zoning Ordinance currently has only two commercial districts:

- **Residential-Light Industrial-Commercial.** The land uses permitted in this district are very broad, including single-family homes, apartments, retail, and manufacturing.
- **Industrial - Commercial District.** This district allows all uses that the Residential-Light Industrial-Commercial District allows (with the exception of residential uses), and also allows heavy industrial uses.

During recent zoning cases, members of both the Planning Commission and the County Commission have expressed dissatisfaction with the menu of commercial zoning district options currently available in the Zoning Ordinance. Members have expressed a need for a broader continuum of zoning categories, in order that a zoning change request may be matched with a zoning district more closely tailored to the proposed land use(s).

**Recommended Districts**

As part of the process of developing recommendations, staff has reviewed examples of other nearby communities' ordinances, such as Loudoun County, VA, Clarke County, VA, Washington County, MD, and Adams County, PA.

Based on preliminary research, staff is recommending adoption of several additional zoning categories, as described in more detail in the attached document. These districts include:

1. Rural Commercial – Limited commercial uses (farm markets, country inns, etc) in appropriate rural areas.
2. Neighborhood Commercial (NC) – Neighborhood serving shops and services, compatible with adjacent residential areas.

3. General Commercial (GC) – Retail stores, shopping centers, gas stations, and other general-purpose commercial uses.
4. Corridor Mixed Use (CMU) – Developments containing a mix of residential and commercial uses, developed in accordance with site layout standards
5. Highway Commercial (HC) – Land uses appropriate for major highways, including larger retail stores and large gas stations.
6. Light Industrial (LI) – Warehousing, light manufacturing and other land uses that do not produce significant externalities (noise, odors, etc).
7. Major Industrial (MI) – Uses of a more intense nature than would otherwise be permitted in the Light Industrial district.
8. Planned Development (PD) – A district that allows customization of standards in order to provide a better fit for a particular development or piece of property. This district would allow implementation of conditions or restrictions offered by a property owner or developer.

### **Intended Use of New Zoning Districts**

The goal of this amendment is solely to establish a wider variety of commercial zoning categories in order to make available more choices to property owners, the Planning Commission, and the County Commission when a zoning change is requested. Staff's understanding is that no County-initiated rezoning of properties will occur in conjunction with this Zoning Ordinance amendment, unless otherwise directed by the County Commission.

During the development of the 2014 Comprehensive Plan update, staff will analyze the County's existing land use pattern and make recommendations regarding future land use and zoning. These recommendations will result in a future land use map, which the Planning Commission and County Commission will use as guidance when zoning changes are requested.

### **Proposed Related Amendments**

As part of the process of development of the proposed new districts, staff has identified related sections of the ordinance that would benefit from amendment or clarification. These sections are attached in the table entitled "Related Amendments to Existing Zoning Districts/Standards."

### **Next Steps**

Staff will discuss the proposed zoning districts with the County Commission at an upcoming meeting. At that time, staff will inform the County Commission of the Planning Commission's recommendation regarding scheduling public workshops to review the new zoning districts. Following the public outreach period, the Planning Commission will conduct a public hearing and ultimately vote to recommend the draft amendments to the County Commission for review and adoption. The Planning Commission may also direct staff to make specific amendments in response to public comments received.

For more information, please contact me at [zoning@jeffersoncountyvva.org](mailto:zoning@jeffersoncountyvva.org).

Att: Proposed Commercial Zoning Districts (DRAFT 1/10/2012)

Proposed Commercial Zoning Districts (DRAFT)

District Name	Purpose	Setbacks (feet) <sup>1,2</sup>					Height (feet)	Impervious surface limit	Site layout Standards apply? <sup>3</sup>	Additional Standards	Examples of Permitted Uses (note: partial list only)
		Front (min.)	Front (max.)	Rear	Side	Street Side					
Rural Commercial (RC)	The purpose of this district is to allow limited commercial uses to serve residents and visitors of the County's rural areas. This district is established as a "floating zone" which may be established on parcels in rural areas located along primary or secondary roads or at significant road intersections.	40	-	25	25	35	35	25%	No	For existing buildings, all minimum setbacks are 10'	Commercial Farm Market Country Inn Antique Shop Commercial Nursery Campground/RV Park
Neighborhood Commercial (NC)	The purpose of this district is to permit the development of small scale commercial uses which serve the convenience needs of residential neighborhoods immediately adjacent to or within walking distance of the commercial use. Properties in the NC district shall be located on local access or two lane minor collector roads, and shall be designed, landscaped and buffered so as to be compatible with neighboring development. Uses should be appropriate in scale to the residential character of their context.	15	25	10	10 (see note)	15	35	70%	Yes	No side yard setback for non-residential uses abutting commercial or industrial uses	Bookstore Coffeshop Limited Restaurant Dry Cleaner Small Retail Store
General Commercial (GC)	The purpose of this district is to provide for general destination business uses which provide a broad range of commercial products and services necessary for large regions. Types of land uses include retail stores, repair shops, wholesale businesses, and offices. The uses in this district may be characterized by larger buildings, more intensive commercial activity, and more vehicular traffic than would be permitted for uses in the NC district.	20	-	25	10	15	60	70%	No	Individual buildings with area over 50,000 sq. ft. require approval as a Special Exception by the Board of Zoning Appeals.	Shopping center Gas station Restaurant, General

<sup>1</sup> For property lines adjoining a road, setbacks measured from ROW or from future dedication area if ROW is less than 50'

<sup>2</sup> Distance requirements of Section 4-11 apply to developments adjacent to a residential district; a lot with a residential use; a school, church, institution for human care; or historic structure or district.

<sup>3</sup> Site layout Standards include location of parking (in rear or on side of building), limitation of 3,000 square feet per building, and designated 15' pedestrian zone including sidewalk/trail and landscaping.

Proposed Commercial Zoning Districts (DRAFT)

District Name	Purpose	Setbacks (feet) <sup>1,2</sup>					Height (feet)	Impervious surface limit	Site Layout Standards <sup>3</sup> apply?	Additional Standards	Examples of Permitted Uses (note: partial list only)
		Front (min.)	Front (max.)	Rear	Side (see note)	Street Side					
Corridor Mixed Use (CMU)	The purpose of this district is to allow for developments containing a mix of residential, commercial, and office land uses located on primary or secondary roads. Developments are oriented to principal streets, contain substantial public space and streetscaping, allow for pedestrian movement within the site and between adjacent sites, and meet the design standards provided for this district.	15	25	10	10 (see note)	15	60	80%	Yes	No side yard setback for non-residential uses abutting commercial or industrial uses Buildings must contain mix of residential and commercial uses	Retail Office Multi-family residential Services
Highway Commercial (HC)	The purpose of this district is to provide for a compatible mix of commercial uses fronting on major roadways, where some commercial development already exists, or where land use patterns and planning goals suggest that highway oriented commercial development is appropriate.	25		25	25	25	60	80%	No	Residential uses not permitted.	Retail "superstore" Gas station, large General Commercial uses
Light Industrial (LI)	The purpose of this district is to provide locations for lighter manufacturing processes which are not as extensive as those provided in the MI District and can be served with adequate public or community water and sewerage service. In this district, most manufacturing is composed of processing or assembly of previously processed materials.	25		25	25	25	60	80%	No		Light manufacturing Warehouse
Major Industrial (MI)	This district is intended to provide sufficient space in appropriate locations for a wide variety of industrial activities, generally located on primary highways with more than 5,000 trips per day. The uses in this district may be characterized by extensive warehousing, frequent heavy trucking activity, and broader manufacturing activity than would be permitted in the LI district.	25		50	50	50	75	80%	No		Petroleum processing Concrete plant Sawmill

Proposed Commercial Zoning Districts (DRAFT)

District Name	Purpose	Setbacks (feet) <sup>1,2</sup>				Height (feet)	Impervious surface limit	Site layout Standards apply?	Additional Standards	Examples of Permitted Uses (note: partial list only)
		Front (min.)	Front (max.)	Rear	Side Street Side					
Planned Development (PD)	The purpose of this district is to permit a greater degree of flexibility and creativity in the layout and development of commercial areas than would otherwise be permitted. This district is established as a "floating zone" which may be combined with any other district other than Rural. The purpose is also to promote efficient use of land while providing for a harmonious variety of commercial uses, a more varied level of community amenities, pedestrian-oriented features, design appropriate to local context, promotion of adequate open space and scenic attractiveness, and protection of environmental and cultural resources.								Underlying base district establishes site development standards, which may be modified as part of PD approval process.	Underlying base district establishes permitted uses, which may be modified as part of PD approval process. Note: Permitted uses may be reduced but not expanded.

See notes.

Proposed Commercial Zoning Districts (DRAFT)

Related Amendments Proposed to Existing Zoning Districts / Standards:

Existing District or Ordinance Section	Issue	Proposed Amendment
Village District (Section 5.10)	The Village District allows very few commercial uses.	Some inoffensive neighborhood-oriented commercial uses may be appropriate to be located on principal roads in this district, especially in existing structures. District purpose statement should be expanded to add, "to provide for limited commercial uses to serve the County's village areas." Setback averaging provision (Section 9.4) should be adjusted to allow for shorter front setbacks in the Village District (15' from edge of pavement).
Residential - Light Industrial - Commercial (Section 5.8)	Site development standards (such as height and impervious surface limits unclear)	Clarify site development standards
LESA Applicability (Articles 6 and 7)	LESA scoring should not apply to use of existing structures, or to redevelopment that does not expand development area by more than 1000 square feet	Amend Articles 6 and 7 (and other relevant sections)
CUP Requirements (Section 5.8C, Section 3.2G)	CUP is currently required for fast food restaurants and convenience stores in all zones. Staff recommends that these land uses be permitted outright in some zones. CUP expiration date of 18 months appears to be too short.	Amend Section 5.8C to allow fast food restaurants and convenience stores by right in some commercial zones. Extend CUP expiration date to a longer time period.
Definitions (Section 2.2)	Some definitions (e.g. "Restaurant, Fast Food, Limited") are excessively narrow.	Amend definitions as needed.

**JEFFERSON COUNTY, WEST VIRGINIA**  
**Department of Planning & Zoning**  
116 East Washington Street, 2<sup>nd</sup> Floor  
P.O. Box 338  
Charles Town, West Virginia 25414

Email: [planningdepartment@jeffersoncountywv.org](mailto:planningdepartment@jeffersoncountywv.org)  
[zoning@jeffersoncountywv.org](mailto:zoning@jeffersoncountywv.org)

Phone: (304) 728-3228  
Fax: (304) 728-8126

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**MEMO**

**TO:** Jefferson County Planning Commission  
**FROM:** Steve Barney, Zoning Administrator  
**DATE:** January 10, 2012  
**RE:** Outreach Regarding Recreational Uses

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**Background**

As part of the ongoing process of amending the Zoning Ordinance, Planning and Zoning Department staff initiated a stakeholder process to consider potential zoning ordinance text amendments related to recreational uses. Staff identified the need for these amendments following a series of recent inquiries regarding the establishment of various types of recreational land uses. The key issue is that, based on current Zoning Ordinance requirements, many recreational uses would be considered "commercial" uses. For this reason, these uses would not be permitted in the Rural zoning district without successful completion of the Conditional Use Permit process, including LESA evaluation and Board of Zoning Appeals approval. Because nearly all river frontage property in Jefferson County is in the Rural zoning district, current zoning requirements impede development of recreational uses in the vicinity of the two rivers.

**Current Status**

On October 21, 2011, the Department conducted an informal roundtable discussion regarding Recreational Uses. The purpose of this meeting was for County staff to hear comments from those in the community who currently operate (or seek to operate) a recreational use such as a camping, rafting, fishing, or boating facility or other recreational use, in addition to comments from other community stakeholders.

During the meeting, attendees noted that recreational industries benefit the County by generating tourism, jobs, and tax revenues. However, it was noted by many that such businesses can result in unwanted impacts to adjacent residential areas, such as traffic and noise. For this reason, many attendees at the meeting expressed concern with the idea of allowing commercial recreational land uses on property located in or adjacent to established single-family neighborhoods.

As a result of the large turnout at the October 21st meeting, there was not sufficient opportunity to hear comments from representatives of recreation-related businesses. For this reason, staff solicited additional input from business owners following the meeting.

Attached is a summary of comments heard during the October 21st meeting, as well as other comments provided to staff subsequent to the meeting.

The Planning and Zoning Department has also received numerous letters from residents and business representatives regarding the general issue of recreational uses. These letters can be viewed at the Department's offices.

**Next Steps**

I am proposing that the Commission review staff recommendations for possible amendments during its March meeting, and subsequently conduct a public hearing at its April or May meeting.

Please let me know if you need additional information.

Att: Summary of Comments Received Regarding Recreational Uses

## Summary of Comments Received Regarding Recreational Uses

### 1. River Access and River Usage

Questions were asked regarding whether properties zoned Rural and having river frontage could be used for river access for customers of river rafting tour companies. Staff has determined that this type of use of river frontage would constitute a commercial land use. Because this use is not listed as a principal permitted use in the Rural zoning district, approval of Conditional Use Permit by the Board of Zoning Appeals would be required prior to approval of a Zoning Certificate.

Many attendees expressed concerns that smaller local roads should not be used to transport boats and rafters for commercial river access, and that such access should not occur in established single-family neighborhoods.

Representatives of the river rafting industry have noted that there is a shortage of river access points within Jefferson County, especially on the Potomac River.

Concerns were also expressed regarding the capacity of the river for recreational rafting, and whether some type of system of permits and access times could be implemented to regulate the number and type of boats (e.g. jet skis) that use the river at any given time. Other concerns raised included trash along the river, noise from river users during evening hours, lack of availability of bathrooms for rafters, and associated water contamination issues.

### 2. Campgrounds

Campgrounds are not a permitted land use in the Rural zoning district. As such, they are considered to be a commercial land use, and establishment of a campground in the Rural District would require Board of Zoning Appeals approval of a Conditional Use Permit.

The Jefferson County Subdivision and Land Development Regulations requirements for campgrounds include standards such as curbs, gutters, and paved access drives. It was noted that these requirements represent a financial barrier to establishing a campground. Moreover, campground industry representatives have indicated to staff that campground users prefer campgrounds with a natural look and feel, with a minimum of paving. It is also worth noting that asphalt located near a river could increase runoff into the water. Industry representatives have also stated that camping is no longer purely a "tent-site" industry, and that many of today's campground users prefer cabins and other lodging types instead of tents, and amenities such as wi-fi.

All campgrounds must meet all applicable Jefferson County Health Department and West Virginia Health Department standards.

3. Park Facilities

It was expressed that it would be appropriate to locate some recreational uses (such as commercial river access points) in a public park, rather than on privately owned property. This could help to ensure that access for such land uses can be provided on adequate roadways, and could reduce the incentive for recreational business operators to seek locations within established neighborhoods.

Representatives of the Parks Department noted that the department is proposing to conduct a master plan for the Jefferson County parks system, including both public and private facilities. The Department intends to conduct a needs assessment during the coming year, and subsequently conduct a master planning process. The Department has established a land acquisition committee, and has evaluated some properties with river frontage, but no acquisitions are currently planned.

Regarding existing parks, the department is currently renovating Moulton Park (located on the Shenandoah River), and developing a new park on Hite Road in the County's interior.

4. Mobile Food Vending

Several business representatives have approached the County seeking to establish mobile food service businesses in various locations, including adjacent to the Shenandoah River. The Zoning Ordinance currently does not permit such businesses to operate outside of a commercial district. Additionally, the Subdivision and Land Development Regulations would require a site plan, paved parking, and other standards for such a business. Business representatives have noted that mobile food vending could be a beneficial companion land use for river rafting enterprises.

5. Floodplain

The Jefferson County Floodplain Ordinance, developed in accordance with FEMA guidelines, requires that all development (including the establishment of parking areas) occur outside of the floodplain. There is not a variance process for this requirement.

The Floodplain Ordinance allows for recreational vehicles to be placed in the floodplain, with certain restrictions. Additionally, bathrooms located in the floodplain need to be portable so that they can be removed in case of a flood.

6. Zip Line Facility near Potomac River

There was discussion regarding the zip line facility installed on a property with Rural zoning in the Bakerton area, adjacent to the Potomac River. Staff clarified that because the property owner had provided documentation that this property had an uninterrupted history of commercial use prior to the 1988 adoption of the Zoning Ordinance, the commercial use of the site was considered nonconforming. For this reason, staff determined that the Planning and Zoning Department could approve a change in nonconforming use to allow the zip line.

7. Agricultural Tourism

Support was expressed for land uses that could benefit from the County's rural landscape, such as wineries, brew pubs, and facilities for wedding receptions and similar events. Staff noted that future amendments to the Zoning Ordinance are proposed that would address these and other types of appropriate Rural commercial uses.

8. Trails

Interest was expressed in the availability of more trails and bikeways, and it was noted that a task force to address these facilities would be beneficial [note: Such as task force has been established via a separate process].

<p>Commission Office Use Only</p> <p>Date on Agenda:</p> <p>Appt Time or New Business:</p>
--

**AGENDA REQUEST FORM**

Name: Roger Goodwin

Department or Entity: Department of Engineering

Estimation of amount of time needed for appointment: 15 minutes

Date Requested – 1<sup>st</sup> Choice: January 26, 2012

Date Requested – 2<sup>nd</sup> Choice: \_\_\_\_\_

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

Subject: Chesapeake Bay Initiative – Planning for Storm Water Management

1. \$10,000 In-kind match to grant funding
2. Approval to proceed with issuing a Request for Proposal (RFP)

Please provide the County Commission with a description of your request or presentation, including any background information: The Commission at their meeting on November 17, 2011 directed staff to:

1. Proceed to develop a Storm Water Management Ordinance to present to the public and the Commission; and,
2. Continue to work with the Environmental Protection Agency with regard to grant funding to support Staff in their efforts to develop a Storm Water Management Ordinance specific to Jefferson County.

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

1. Approval of the \$10,000 in-kind match as shown on the grant funds application to be submitted to the Environmental Protection Agency.

And if the grant is awarded, the Commission

2. Grant of staff approval to proceed with issuing a "Request for Proposals" (RFP) from consultants to help write a new storm water management ordinance.

Attachments: Grant Funds Application

**WORK PLAN CONTENT TEMPLATE**

**(for Section 117(e)(1) (A) - Chesapeake Bay Implementation Grants to States/Signatory Jurisdictions or Section 117(d) - Headwater State Grants)**

**Name of Organization & Appropriate Program Grant Title**

Jefferson County Commission  
Jefferson County, West Virginia  
P.O. Box 250  
124 East Washington Street  
Charles Town, WV 25414  
304-728-3284

Jefferson County Commission:

Patricia Noland, President  
Dale Manuel, Vice President  
Lyn Widmyer, Commissioner  
Frances Morgan, Commissioner  
Walt Pellish, Commissioner

Chesapeake Bay Regulatory and Accountability Program Grant  
July 7, 2011

**Introduction**

This project will fund a consultant to do an all-inclusive review of Jefferson County's Comprehensive Plan, Zoning Ordinance, Subdivision Ordinance, Improvement Location Permit Ordinance and Floodplain Ordinance; and conduct a comparison of these ordinances / regulations to: (1) recommendations provided in the Watershed Implementation Plan, Phase II, drafted by the West Virginia Department of Environmental Protection, and (2) the Model Stormwater Management Ordinance produced for the Eastern Panhandle of West Virginia, and (3) the Chesapeake Bay TMDL Executive Summary, and (4) the West Virginia Department of Environmental Protection Municipal Separate Storm Sewer Systems (MS4) permit program requirements.

The consultant will capture all of the above in an informational package. The consultant will identify any conflicts between existing ordinances/regulations and the proposed stormwater management ordinance; identify barriers within existing design standards that do not accommodate Best Management Practices or allow for the flexibility in project designs that could reduce impacts to water quality; and make recommendations for revisions to the existing ordinances / regulations that will need to be done in order to make them compatible with the new Stormwater Management Ordinance.

Prior to the consultant drafting a “stand alone” Stormwater Management Ordinance specific to Jefferson County for adoption by the County Commission, the consultant will lead public meetings where the proposed stormwater management ordinance is discussed for adoption and existing ordinances are discussed for revision; and lead meetings where public comments are taken on any proposed ordinance adoptions or revisions. The consultant will provide a written summary of the public comments for consideration during the process of drafting the new stormwater management ordinance and/or any existing ordinance revisions.

**Work Plan Objective/Project Descriptions**

<p><b>Objective #4</b></p>	<p><i>Jefferson County Stormwater Ordinance Development and Review</i></p>	<p><b>Budget for this Objective:</b></p>	<p>Total: \$40,000 EPA: \$30,000 In Kind: \$10,000</p>
<p><b>Narrative Summary of Outputs for this Objective:</b></p>	<p>This project will fund a consultant to do an all-inclusive review of Jefferson County’s Comprehensive Plan, Zoning Ordinance, Subdivision Ordinance, Improvement Location Permit Ordinance and Floodplain Ordinance; and conduct a comparison of these ordinances / regulations to: (1) recommendations provided in the Watershed Implementation Plan, Phase II, drafted by the West Virginia Department of Environmental Protection, and (2) the Model Stormwater Management Ordinance produced for the Eastern Panhandle of West Virginia, and (3) the Chesapeake Bay TMDL Executive Summary, and (4) the West Virginia Department of Environmental Protection Municipal Separate Storm Sewer Systems (MS4) permit program requirements.</p> <p>The review will:</p> <ul style="list-style-type: none"> <li>• Assess the elements of Region 9’s model Stormwater Management ordinance for feasibility and application to our jurisdiction;</li> <li>• Solicit input from and educate local builders, developers, stakeholders and citizens to include them in the process;</li> <li>• Recommend to the Jefferson County Commission, Engineering Department, and Planning Commission any modifications to existing ordinances / regulations to incorporate methods most effective and successful; and</li> </ul> <p>The consultant will capture all of the above in an informational package, including a slide presentation to be used at public meetings, where comments will be taken before the consultant drafts a “stand alone” Stormwater Management Ordinance specific to Jefferson County for adoption by the County Commission. Furthermore the consultant will make recommendations for revisions to existing ordinances / regulations that will need to be modified based on the adoption of the new Stormwater Ordinance.</p>		

<p><b>Description of Objective:</b></p>	<p>The ultimate goal of this initiative is to improve water quality and habitat within our local streams, thus contributing to the restoration of the Chesapeake Bay.</p> <p>Jefferson County wants to be as effective as possible in these efforts by reviewing and adopting a new stormwater regulatory regimen relating to sediment and erosion control measures, stream bank protection and water runoff.</p>
<p><b>Tasks Under this Objective:</b></p>	<p>The Jefferson County Commission will:</p> <ol style="list-style-type: none"> <li>1. Hire a consultant to assist the engineering and planning staff with the research and comparative review of the ordinances / regulations, both existing and proposed; and</li> <li>2. Educate the public through the use of a variety of press releases describing various forms of stormwater management methodology and the goal of the Chesapeake Bay restoration project, including but not limited to the following topics;             <ol style="list-style-type: none"> <li>a) <u>Managing Expectations</u> – This press release is designed to bring to the attention of the public that Jefferson County is working on a draft stormwater ordinance, and that public meetings will be scheduled to discuss the related stormwater topics.</li> <li>b) <u>Adoption and Explanation of the Ordinance</u> – This press release is designed to highlight that the consultant has finalized the draft. It contains minimum requirements for new land development, and the ordinance can be viewed in its entirety online.</li> <li>c) <u>Upon Adoption of the Ordinance</u> - This press release is designed to announce the adoption of a countywide stormwater ordinance and provide a list of what you can do to help water quality on an individual basis. (e.g. Healthy Lawn Practices and Rain Barrels); and</li> </ol> </li> <li>3. Conduct up to three public forums with assistance from the consultant, prior to adoption, both to educate and solicit public comments from builders, developers, stakeholders (e.g, Water Advisory Committee, Planning Commission, etc.) and citizens, focusing on various Best Management Practices (BMP) of stormwater management (an informative slide presentation will be the centerpiece of these forums) and</li> <li>4. Become educated, based on the research and study performed, in order to aid in future decision-making efforts regarding regulation modifications.</li> </ol>
<p><b>Specific Outputs for this Objective</b>  <i>The extent that outputs are accomplished will serve as the EPA Evaluative Criteria for this project/program.</i></p>	<p><u>Programmatic</u>          The specific output is to produce a draft stormwater ordinance document suitable for adoption by the Jefferson County Commission, while creating a list of recommended revisions to existing ordinances / regulations that may conflict with the draft stormwater ordinance.</p> <p><u>Administrative</u>  <i>Semi-annual report of accomplishments submitted to EPA, June 2012 and December 2012.</i></p>

<p><b>Outcomes for this Objective: (Refer to Attachment 3)</b></p>	<p>Chesapeake Action Plan – Goal 5 – Desired Result 5.d - Increased Citizen and Community Engagement</p> <ul style="list-style-type: none"> <li>• A Slide Presentation Educational Tool - The consultant, will prepare a slide presentation for the public forums that will serve as an educational tool for builders, developers, stakeholders informing them of the following:             <ul style="list-style-type: none"> <li>a) History of the Chesapeake Bay Program</li> <li>b) An overview of the Stormwater Management Requirements and examples of Best Management Practices; and</li> </ul> </li> <li>• Educated Stakeholders – A critical outcome of the project will be a citizenry, business community, land developers, and local government who are better educated about the use of various best management practices. This will facilitate implementation and enforcement of appropriate regulatory changes and thereby improve water quality and habitat in our local streams, thus contributing to the restoration of the Chesapeake Bay.</li> </ul> <p>Chesapeake Action Plan – Goal 3 – Desired Result 3.c – Reduced Loads from Developed Lands</p> <p>Chesapeake Action Plan – Goal 4 – Desired Result 4.c – Minimize Impacts on Pre-Development Hydrology</p> <ul style="list-style-type: none"> <li>• Draft Stormwater Management Ordinance - Jefferson County wants to be as effective as possible in these efforts by reviewing and adopting a new stormwater regulatory regimen relating to sediment and erosion control measures, stream bank protection and water runoff.</li> </ul>
<p><b>Link to EPA’s Strategic Plan (all funding issued by EPA CBPO falls under this strategic link) (This is pre-populated info)</b></p>	<p><u>EPA Strategic Plan Goal FY 2011-2015:</u> Goal 2: Protecting America’s Waters</p> <p><u>EPA Strategic Plan Objective</u> 2.2: Protect and Restore Watersheds and Aquatic Ecosystems</p> <p><u>EPA Strategic Plan Sub-objective</u> 2.2.5: Improve the Health of the Chesapeake Bay Ecosystem</p>
<p><b>Link to Priority Practices and/or Priority Watersheds</b></p>	<p><u>Priority Practices:</u> 1. Which priority practice(s) will be implemented in this objective?</p> <p><u>WV Watershed Implementation Plan, Phase I</u> <u>Section 7E.d-Strategy to Fill Gaps:</u> Provide counties and local governments with WVDEP incentive funds to develop or <input type="checkbox"/>enhance regulatory and accountability programs</p>

	<p>2. Please provide a short justification as to why the practice(s) is a priority for the location it is to be implemented.</p> <p>The Eastern Panhandle is a high priority area for the implementation of BMP's that are recommended by the WVDEP.</p> <p>3. Which priority strategy(s) will be implemented in this objective?</p> <p>A comparative review of our existing ordinances / regulations and plans versus the WIP's and Model Stormwater Management Ordinance to produce an informative report to aid in the decision making process when considering regulation changes.</p> <p><u>Priority Watershed:</u></p> <p>1. Which priority watershed will be addressed by this objective?</p> <p>All watersheds located within Jefferson County.</p> <p>2. Watershed considered priority by (please check one):</p> <p>COAST          SPARROW          USDA Core 4          XX Other (Include a short justification as to why)</p> <p>Project encompasses the entire county.</p> <p>3. Which priority strategy(s) will be implemented in this objective?</p> <p>Protecting America' Waters</p>
<p><b>Progress for this Objective</b>  <i>(to be completed and submitted to the PO with each progress report)</i></p>	<p><i>This section will be left blank in the work plan but will be completed for the progress reports. Please indicate the percentage of the objective completion in this section.</i></p>

<p>Commission Office Use Only</p> <p>Date on Agenda:</p> <p>Appt Time or New Business:</p>
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**AGENDA REQUEST FORM**

Name: Patsy Noland, Commissioner

Department or Entity: County Commission

Estimation of amount of time needed for appointment: \_\_\_\_\_

Date Requested – 1<sup>st</sup> Choice: January 26, 2012

Date Requested – 2<sup>nd</sup> Choice: \_\_\_\_\_

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

Subject: Discussion and action on completion of commitment to the Town of Bolivar for in-kind services

Please provide the County Commission with a description of your request or presentation, including any background information: **Discussion and action on completion of commitment to the Town of Bolivar for in-kind services amounting to \$25,000 as previously promised by the county commission for the Potomac Street Project. The county previously committed in-kind services to the Town of Bolivar with a portion of the work complete.** The employee who was providing the services is no longer a county employee, however the work is incomplete and the county has a remaining obligation to Bolivar that would amount to a balance of \$12,000.

Recommended motion (Please type out the wording of the motion that you would like the Commission to approve): **move that the county commission complete their commitment to the Town of Bolivar in the amount of \$12,000 for their revitalization project on Potomac Street and authorize payment in the specified amount in lieu of in-kind services.**

Attachments:

# MEMO

To: Tim Boyde

Cc: Joe Anderson, Mayor

From: Kirk Davis

REF: Evaluation of Harpers Ferry Time

Total original hours allocated from county Commission

348  
385 hours

JC1102 HF - The hours spent on the project for the Potomac St

87 hours

JC1103 HF – The hours spent on the Town Hall Renovation project

72 hours

Total hours spent from original hours that were allocated

by the County Commission.

Sub Total 159 hours

The hours were based on my salary plus all benefits,

vacation paid; \$65.00 per hour times 385 hours equals

\$25,000.00

Less hours spent to date

( \$10,335.00 )

Total amount of hours left in the agreement; 226 hours and or

=====  
\$14,665.00

\$12,285.

10/23/10



# Corporation of Harpers Ferry

1000 WASHINGTON STREET

P.O. BOX 217

Harpers Ferry, West Virginia 25425

(304) 535-2206

FAX (304) 535-6520

James Arthur Addy

MAYOR

RECORDER  
KEVIN GARDEN

TOWN CLERK  
BRENDA SMITH

COUNCIL MEMBERS

CHARLOTTE THOMPSON

DAN RISS

ELAYNE EDEL

JOE ANDERSON

PAT MORSE

**APPROVED**

1 October 2010

Jefferson County Commission  
124 E. Washington Street  
Charles Town, WV 25414

The County Commission  
of Jefferson County  
Charles Town, WV

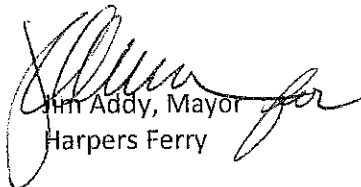
Dear Commissioners:

We are requesting the part time services of Capital Projects Manager, Kirk Davis to assist in the administration and construction phases of our Potomac Street Project.

The Jefferson County Commission graciously donated \$60,000.00 to our project to restore, preserve and revitalize Potomac Street in lower town, Harpers Ferry. This generous contribution aided us in receiving a grant from the WVDOT.

We sincerely appreciate the generosity of the County Commission and sincerely believe that Mr. Davis's expertise will aide us to bring the project to a successful completion.

Kind Regards,

  
Jim Addy, Mayor  
Harpers Ferry

  
Al Alsdorf, Chairman  
Harpers Ferry Historic Town Foundation

**RECEIVED**

OCT 28 2010

Jefferson County Commission

## **Project: HARPERS FERRY – POTOMAC ST. DESIGN – BUILD**

Phase #1 - Grant - Final prep and compliance to the Grant	8 Hours
Phase #2 – Set-up Grant Administration team and construction supervision	40 Hours
Phase #3 – Prepare RFP for Civil Engineering Firms	8 Hours
Phase #4 – Select Top three firms, interview and select top firm	24 Hours
Phase #5 – Town holds Design Meetings with Engineer firm	4 Hours
Phase #6 – Engineering of the project starts with bi- weekly design meeting to assure compliance to grant	48 Hours
Phase # 7 – Engineering is approved and Construction documents are approved by the Town. Ready for Bid Process	8 Hours
Phase # 8 – Prepare a RFP for General contractors – Public Bidding Process	8 Hours
Phase # 9 – Collect and read aloud all Bids publicly and announce the apparent low bidder	4 Hours
Phase # 10 – The Town will review and decide on the qualified low bidder and hold a Town and Contractor meeting to decide qualifications and Pricing compliance to the grant	24 Hours
Phase # 11 – Town to prepare, review and sign construction contract	8 Hours
Phase # 12 – Construction begins with bi- weekly meetings The Town will be notified by the contractor that they are 80% complete And the contractor will begin assembling the close out documents	96 Hours
Phase # 13 – The town will begin reviewing construction completion documents, punch list , warranties and products data information	24 Hours
Phase # 14 – The Town accept all close – out documents	4 Hours
Phase # 15 – The Town accepts the TOTAL project and pays the final 10% retain- ages held for compliance of contract terms	40 Hours

**TOTAL 348 HOURS**

**The project will be 1.5 years long and this equals 6 to 8 hrs per week for 18 months. Some weeks will not require any time for the project.**

## **A request from the Harpers Ferry Foundation**

We are asking the West Virginia Senate and Governor Manchin for financial help in funding our project to restore, preserve and revitalize Potomac Street in lower town Harpers Ferry.

### **Why Potomac Street is important**

- It is one of three historically important streets in lower town.
- John Brown's Fort, (the engine house) was originally located there and the armory that lined the street was the focus of his raid.
- It's the only major street in lower town that doesn't fall under the preservation umbrella of Harpers Ferry National Park.
- The south side of the street is fully one third of Harpers Ferry's lower town business district and is unwelcoming to visitors and entrepreneurs.
- The street has become a dilapidated eyesore because the 320 residents of Harpers Ferry simply cannot afford the costs of restoration by themselves.
- Senator Byrd recognized this problem and started the recovery process by providing a \$1,167,000 grant. (Please see the attached photo's)

### **The project has three phases**

- Phase 1 – Potomac Street Streetscape (Our request is for this phase)
  - Covered by Senator Byrd's grant
  - Put all utilities underground
  - Storm water control and standing water abatement
  - Repair, replace, upgrade sidewalks
  - Resurface after undergrounding to match NPS street surface
- Phase 2 - Restore the historic armory wall by the train station
  - This is a separate grant that partners with the NPS
  - Grant declined last year will resubmit for 2011.
- Phase 3 - Rework and repair buildings and facades to restore the historic character of the street. (The foundation has yet not started working Phase 3)

## A request from the Harpers Ferry Foundation

### Why Harpers Ferry requires financial assistance.

- Senator Byrd's grant after rescission was \$1,667,250
- 20% of that is a required match of \$333,450
- Harpers Ferry is a very small town of about 320 residents
- Income for the town averaged about \$425K over past four years
- Very few staff to administer the grant. (Only two full time and 1 part time employees in town hall)
- Current capital reserve fund is only about \$120K
- Gaming money is distributed by population. Though Harpers Ferry is impacted by casino traffic, its 320 people receive very little money.

### Current status of our efforts to raise funds for the match

- Senator Byrd's grant after rescission was \$1,667,250
- Total 20% Match Required is \$333,450
- Match Donations to date:
  - \$62,000 "In Kind" donations from utilities
  - \$15,000 One Large Private donation
  - \$13,000 Many small local private donations
  - \$10,000 One large corporate donation (Hill Top House)
  - \$60,000 Donated by the Jefferson County Commission
  - \$118,000 Town of Harpers Ferry "In Kind" force account.  
(developed using federal guidelines)
  - \$278,000 Total match to date
- Still needed to complete the required match.
  - \$333,450 Total required
  - -\$278,000 Minus current donations
  - **\$55,450** This is the amount we are requesting
- Over the past several months, we have exhausted our local private and government sources of donations and must now ask the State for help.

Thank you for your attention  
Al Alsdorf  
Chairman, The Harpers Ferry Foundation

Mark

# Corporation of Harpers Ferry

1000 WASHINGTON STREET

P.O. BOX 217

Harpers Ferry, West Virginia 25425

(304) 535-2206

FAX (304) 535 6520

James Arthur Addy  
MAYOR

COUNCIL MEMBERS

- CHARLOTTE THOMPSON
- DAN RISS
- ELAYNE EDEL
- JOE ANDERSON
- RAT MORSE

RECORDER  
KEVIN CARDEN

TREASURER  
SHAUNA JOHNSTONE

TOWN CLERK  
BRENDA SMITH

THE COUNTY COMMISSION  
OF  
JEFFERSON COUNTY  
CHARLES TOWN, WV  
APPROVED  
AND PAYMENT ORDERED  
AT A REGULAR SESSION HELD  
DEC 2 2010

Lyn Widmyer  
President, the Jefferson County Commission  
124 East Washington St.  
Charles Town WV, 25414

Dear Ms. Widmyer,

The purpose of this letter is to request that the County Commission release to the Corporation of Harpers Ferry the \$60,000 pledged as matching funds for the Potomac Street Project.

The Potomac Street Grant ID is U319-JEF/FE-3.00, Federal Project: TCSP-09 WV (003) D.

Given that a large percentage of our match funding is "In Kind" donations, it would be very helpful if the County Commission would release the \$60,000 at your earliest convenience so the Town could access it as necessary in the early phases of the project.

Respectfully,

*Jim Addy*  
Jim Addy

CC: Kirk Davis  
Don Alexander  
Al Alsdorf

## RECEIVED

NOV 22 2010

Jefferson County Commission

12233

001-401 05-568-000-66-000  
\$ 60,000

Historic District  
Where The Shenandoah Meets The Potomac

THE SHERIFF OF JEFFERSON COUNTY  
COUNTY CLERK'S OFFICE  
CHARLES TOWN, WV 25414

CHECK NUMBER 063121  
VENDOR 12233

DATE 12/02/2010

VOUCHER NO.	VOUCHER DATE	INVOICE NO.	DESCRIPTION	AMOUNT
2011CHF	11/22/2010	2011CHF	2010/11 ALLOC	60000.00

**TOTAL THIS CHECK** 60000.00

Please Detach Here and Retain Top Portion For Your Records

FOR SECURITY PURPOSES THE FACE OF THIS DOCUMENT CONTAINS A COLORED BACKGROUND AND MICROPRINTING

THE SHERIFF OF JEFFERSON COUNTY  
COUNTY CLERK'S OFFICE  
CHARLES TOWN, WV 25414

BANK OF CHARLES TOWN  
Charles Town, WV

68-141  
570

063121

DATE 12/02/2010 AMOUNT \$60000.00

THE EXACT AMOUNT OF  
SIXTY THOUSAND DOLLARS AND NO CENTS

DISBURSEMENT FUND

PAY TO THE ORDER OF  
CORP. OF HARPERS FERRY  
P.O. BOX 217  
HARPERS FERRY WV 25425

\_\_\_\_\_  
PRESIDENT  
\_\_\_\_\_  
CLERK  
\_\_\_\_\_  
SHERIFF

THE REVERSE SIDE OF THIS DOCUMENT INCLUDES AN ARTIFICIAL WATERMARK. HOLD AT AN ANGLE TO VIEW  
⑈063121⑈ ⑈057001418⑈ 0002153289⑈



## JEFFERSON COUNTY COMMISSION

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

Phone: (304) 728-3284 - Fax: (304) 725-9716

Web: [www.jeffersoncountywv.org](http://www.jeffersoncountywv.org)

PRESIDENT  
*Matsy Noland*

VICE PRESIDENT  
*Dale Manuel*

COMMISSIONER  
*Franca Morgan*

COMMISSIONER  
*Walt Pellish*

COMMISSIONER  
*Lyn Widmyer*

January 21, 2011

The Honorable James Addy  
Mayor  
Corporation of Harpers Ferry  
P.O. Box 217  
Harpers Ferry, WV 25425

Dear Mayor Addy:

At a regular meeting of the County Commission of Jefferson County, Thursday, October 28, 2010, the Commission voted to approve the part-time utilization of Kirk Davis, Capital Projects Manager, to assist with the Potomac Street Construction Project for no more than 348 hours.

If you have any questions or need anything additional, please feel free to contact me.

Sincerely,

Sandy Slusher McDonald  
Deputy County Administrator

Attachment: October 28, 2010 - County Commission Minutes

10-28-2010

There were four applicants for two positions at the Emergency Services Agency, one full-time and one unexpired term: (1) Paul Rosa, (2) Michael Alvarez, (3) Marty Freeman, and (4) Brenda Engle. Messrs. Rosa and Alvarez spoke briefly to the Commission explaining why they should be appointed. Marty Freeman and Brenda Engle were not present. Upon nomination and vote, the Commission appointed Michael Alvarez (with four votes) to the full time position, and Marty Freeman (with three votes) to fill the unexpired term.

**(11) Jennifer S. Maghan, County Clerk's Report**

Ms. Maghan advised that voter canvass for the Commissioners is scheduled for Monday, November 8, 2010 beginning at 9:30 a.m. in the Old County Commission Meeting Room in the Circuit Courthouse. She also updated the Commissioners on the numbers of early voters which has increased since 2006.

**(12) Request from the Corp. of Harpers Ferry to utilize the part-time services of Kirk Davis, Capital Projects Manager, in the Potomac Street Construction Project**

Joe Anderson of the Harpers Ferry Council and Al Alsdorf of the Historic Foundation spoke to the need for Mr. Davis' assistance on the project. After discussion as to the feasibility of Mr. Davis being able to both handle his work for Capital Projects and assist with the Potomac Street Construction Project, it was determined that that would not be an issue.

Motion by Ms. Morgan to approve the Corp. of Harpers Ferry's part-time utilization of Kirk Davis, Capital Projects Manager, to assist with the Potomac Street Construction Project.  
Motion seconded by Mr. Surkamp.

Motion amended by Ms. Noland to further state that Mr. Davis is approved to work on the Harpers Ferry project for no more than 348 hours total and that a MOU should be prepared. Subject to legal review of the MOU the amended motion was unanimously approved.

## MEMORANDUM of UNDERSTANDING

Subject: Project Consulting Services

Reference: Grant Project in Harpers Ferry, Wv. - Potomac St Reconstruction

The Jefferson county commission voted to share the services of a county employee, Kirk Davis on October 28<sup>th</sup>, 2010. This should be considered as in-kind services from Jefferson county commission and the Town of Harpers Ferry.

The purpose of this loan of services is to assist the Town of Harpers Ferry with a federal grant that

Involves the following:

- Assist in finalizing of the proposed grant
- Assist in the advertising, review and selection of a professional engineering firm
- Assist in the design phase to assure the Town receives the design work that the Town requires.
- Assist the Town in the public bidding and awarding of the contracting process.
- Assist in the construction management of the project
- Assist in the final stages when closing out the project
- Assist in the finalizing of the grant paper work for final completion and acceptance of the federal grant and the Town requirements
- All of this work will be accomplished in 348 hours that was previously approved and should not exceed the allotted time.
- Mr. Davis has no authority implied and or in any manner expressed to make decisions on his own for the Town of Harpers Ferry and is not responsible for funding or any legal opinions on this project.

The all parties acknowledge and agree to this memorandum of understanding by affixing their signatures below.

---

Kirk E. Davis, Sr.

Capital Project Manager

---

Jefferson County Commission

President

---

Town of Harpers Ferry

Mayor

<p>Commission Office Use Only</p> <p>Date on Agenda:</p> <p>Appt Time or New Business:</p>
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**AGENDA REQUEST FORM**

Name: Nichelle Hosby

Department or Entity: \_\_\_\_\_

Estimation of amount of time needed for appointment: 5 Min

Date Requested – 1<sup>st</sup> Choice: 1/26/12

Date Requested – 2<sup>nd</sup> Choice: \_\_\_\_\_

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

Subject: **Reappointment for two positions on the Berkeley/Jefferson Community Criminal Justice Board**

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: **move to reappoint \_\_\_\_\_ to the Berkeley/Jefferson Community Criminal Justice Board.**

**Berkeley/Jefferson Community Criminal Justice Board  
Updated 3/12/10**

NV	2008	Member	Morgan, Frances	Jefferson County Commission 124 E. Washington St. P. O. Box 250 Charles Town, WV 25414	304-728-3284 304-725-7916	<a href="mailto:fbennymorgan@aol.com">fbennymorgan@aol.com</a>
NV	2008	Member	Rissler, Mary Paul	Jefferson County Magistrate Judicial Center 110 N. George St. Charles Town, WV 25414	304-728-3274 304-728-3235	<a href="mailto:mp_rissler@frontiernet.net">mp_rissler@frontiernet.net</a>
NV	2008	Member	Sacchet, Joe	Day Report Center 406 S. Raleigh St. Martinsburg, WV 25401	304-267-5000 EXT. 3960 304-596-2047	<a href="mailto:jsacchet@berkeleycountycomm.org">jsacchet@berkeleycountycomm.org</a>
NV	2008	Member	Sanders, David	Circuit Court Judge Jefferson County Courthouse 100 E. Washington St. Charles Town, WV 25414	304-728-3231 304-728-3398	<a href="mailto:sanded@mail.wvnet.edu">sanded@mail.wvnet.edu</a>
V	2008	Member	Shirley, Bobby	Jefferson County Sheriff's Department 112 Industrial Blvd. Kearneysville, WV 25430	304-728-3205 304-728-3299	<a href="mailto:dring@jeffersoncountywv.org">dring@jeffersoncountywv.org</a> <a href="mailto:rshirley@tcsdww.com">rshirley@tcsdww.com</a>
V	2008	Member	Slaughter, Harold	Psychological Consulting, Inc. 431 S. Raleigh St. Martinsburg, WV 25401	304-263-9095	<a href="mailto:wpsycon@aol.com">wpsycon@aol.com</a>
V	2008	Member	Smith, Ann	Shenandoah Women's Center 236 W. Martin St. Martinsburg, WV 25401	304-263-8522 304-263-8559	<a href="mailto:aksmith@swcinc.org">aksmith@swcinc.org</a>
V	2008	Member	Soltis, Marty	Jefferson County Schools 110 Mordington Ave. Charles Town, WV 25414	304-728-9248 304-724-5311	<a href="mailto:msoltis@access.k12.wv.us">msoltis@access.k12.wv.us</a>
V	2008	Member	Weich, Melvin	Salvation Army 505 Virginia Ave. Martinsburg, WV 25401	304-267-4612 304-267-2562	

*Reviewed by Sheri Hoff*

**Berkeley/Jefferson Community Criminal Justice Board**  
**Updated 3/12/10**

Status	Term Began	Position	Name	Organization	Phone Fax	Email
V	2008	President	Games-Neely, Pamela J	Berkeley County Prosecutor 380 W. South St. Suite 1100 Martinsburg, WV 25401	304-264-1971 304-263-6092	<a href="mailto:pneely@berkeleycountycomm.org">pneely@berkeleycountycomm.org</a>
V	2008	Vice-President	Lawson, Deborah	Public Defender 313 Monroe St. Martinsburg, WV 25404	304-263-8909 304-267-0418	<a href="mailto:pddlawson@comcast.net">pddlawson@comcast.net</a>
V	2008	Secretary	Zdziera, Carolyn	BIPPS Community Alternatives to Violence 891 Auto Parts Place Box 136 Martinsburg, WV 25403	304-262-4424/540-327-7 866-332-2906	<a href="mailto:czdziera@msn.com">czdziera@msn.com</a>
V	2008	Treasurer	LeMaster, Kenneth	Berkeley County Sheriff 802 Emmett Rousch Dr. Suite C Martinsburg, WV 25401	304-267-7000 676-9723 (304) 267-7806	<a href="mailto:bc0802@earthlink.net">bc0802@earthlink.net</a>
V	2008	Member	Callen, Jan	United Way of the Eastern Panhandle 218 W. King St. Martinsburg, WV 25401	304-263-0603/676-5038 304-263-0614	<a href="mailto:uwepceo@comcast.net">uwepceo@comcast.net</a>
NV	2008	Member	Hofe, C Mark	Director Berkeley County Probation Department 380 W. South St. Martinsburg, WV 25401	304-264-1969 (304) 267-3710	<a href="mailto:mark.hofe@courtsww.gov">mark.hofe@courtsww.gov</a>
V	2008	Member	Hoff, Sheri L	Jefferson County Schools 10 Maryland Ave. Charles Town, WV 25414	304-728-9221, 540-247-5 304-728-4574	<a href="mailto:shloff@access.k12.wv.us">shloff@access.k12.wv.us</a>
NV	2008	Member	Hutchinson, Brenda	Morgan County Commission 77 Fairfax St. Room 101 Berkeley Springs, WV 25411	304-258-8540 304-258-7305	<a href="mailto:bhutchinson13@gmail.com">bhutchinson13@gmail.com</a>
V	2008	Member	Lorenzetti, Ralph	Jefferson County Prosecuting Attorney P. O. Box 729 Charles Town, WV 25414	304-724-6279/728-3243 304-728-3293	<a href="mailto:Rlorenzetti@jeffersoncountywv.org">Rlorenzetti@jeffersoncountywv.org</a>
V	2008	Member	McLaughlin, Debra	Morgan County Prosecutor 77 Fairfax St. Suite 2A Berkeley Springs, WV 25411	304-258-8621 (304) 258-8638	<a href="mailto:debramh@aol.com">debramh@aol.com</a>
V	2008	Member	McQuade, Ruth	Law Offices of Ruth A. McQuade P.O. Box 1774 Shepherdstown, WV 25443	304-876/6619 (304) 876-9147	<a href="mailto:ramcquade@comcast.net">ramcquade@comcast.net</a>
V	2008	Member	Michael, George	Director, Pupil Services Berkeley County Schools 401 S. Queen St. Martinsburg, WV 25401	304-267-3500/676-4840 304-263-3633	<a href="mailto:gmichael@access.k12.wv.us">gmichael@access.k12.wv.us</a>

*approved Dec 11*

*approved 12/11*

*replaced by new rep*

## Nichelle Hosby

---

**From:** shoff@access.k12.wv.us  
**Sent:** Wednesday, November 30, 2011 11:08 AM  
**To:** Nichelle Hosby  
**Subject:** Re: Reappointment to the Crimininal Justice Board

I wish very much to continue to serve on the Board. Please reconsider me.  
Dr. Sheri Hoff

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

**From:** Nichelle Hosby <nhosby@jeffersoncountywv.org>  
**Date:** Wednesday, November 30, 2011 10:59 am  
**Subject:** Reappointment to the Crimininal Justice Board  
**To:** [shoff@access.k12.wv.us](mailto:shoff@access.k12.wv.us)

>  
> Dr. Hoff,  
>  
>  
>  
> Attached please find a letter from the Jefferson County Commission  
> explaining your term expiration on the aforementioned board. Please  
> respond and let me know if you would like to be reconsidered for this position.  
>

>  
> Working daily to serve you better,  
>  
>  
> Nichelle Adams Hosby  
> Executive Assistant, Jefferson County Commission  
>  
> P.O. Box 250  
>  
> Charles Town, WV 25414  
>  
> Phone: 304-728-3284  
>  
> Fax: 304-725-7916  
>  
> email: [nhosby@jeffersoncountywv.org](mailto:nhosby@jeffersoncountywv.org)  
>  
>  
>

**Ruth A. McQuade**  
Attorney At Law

P.O. Box 1774  
Shepherdstown, WV 25443

Ph: (304) 876-9144  
Fax: (304) 876- 9147  
ramcquade@comcast.net

**VIA E-MAIL, FACSIMILE, and U.S. MAIL**

January 17, 2012

Nichele Adams Hosby  
Executive Assistant  
Jefferson County Commission  
P.O. Box 250  
Charles Town, WV 25414


**Re: Re-Appointment to Community Criminal Justice Board**

Dear Ms. Hosby:

This letter is in response to your letter of November 20, 2011 regarding whether or not I am interested in being considered for appointment to another term of the Berkeley/Jefferson Community Criminal Justice Board. Yes, I am very interested in a re-appointment to serve on this Board. I believe the Board has important work, especially with the opening of the new Day Reporting Center in Jefferson County.

Thank you for your consideration in this matter. I apologize for my delay in responding to your earlier letter.

Sincerely,



Ruth A. McQuade

Commission Office Use Only
Date on Agenda:
Appt Time or New Business:

**JEFFERSON COUNTY COMMISSION  
AGENDA REQUEST FORM**

Name: Jeffrey A. Polczynski, ENP – Director of Communications

Department or Entity: Emergency Communications

Estimation of amount of time needed for appointment: N/A

Date Requested – 1<sup>st</sup> Choice: 1/26/2012

Date Requested – 2<sup>nd</sup> Choice: \_\_\_\_\_

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

Subject:

**Appointment of Full-Time Administrative Assistant to fill vacancy at Emergency Communications Center**

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

**The emergency communications center has selected an individual to fill the current vacancy of its Administrative/Executive Assistant. Attached is the background on the individual. The employee requisition process has already been approved by the Commission.**

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

**Motion to approve the employment of Karen Echement (Esh-ment) as the full-time Administrative Assistant at Grade II, Step A, in the Emergency Communications Center with a starting date to be determined by the Director of Communications.**

Attachments:

**Req Commission Approve Echement.pdf**



Jefferson County Emergency Communications  
DEPARTMENTAL MEMORANDUM

---

**TO:** The County Commission of Jefferson County

**FROM:** Jeffrey Polczynski, ENP - Director

**DATE:** January 18, 2012

**SUBJECT:** Request Appointment – Ms. Karen Echement – Administrative Assistant

---

The purpose of this memorandum is to request the approval to employ Ms. Karen Echement as the Administrative Assistant for the Emergency Communications Center.

*The position that Ms. Echement will fill is an already funded vacancy created by the November retirement of Nancy Dopson.*

Ms. Echement comes to Jefferson County Emergency Communications with many years of experience in the executive/administrative assistant roles supporting executives and staff at both large and small companies. The Emergency Communications Center received dozens of qualified applications for this position and Ms. Echement was selected after careful evaluation of the top fifteen candidates which included an oral board, and writing skills assessment.

Upon approval, Ms. Echement will begin employment in mid-February.

Please do not hesitate to contact me for further questions.

Respectfully Submitted,

Jeffrey Polczynski, ENP  
Director of Communications

Submit by Email

Print Form

**JEFFERSON COUNTY**

**Personnel Requisition**

Department Name Emergency Communications Date 9/29/11 Date Needed 9/30/2011

Job Title Administrative Assistant Salary \$14.08/hr Criminal History Check  Yes  No

Suggested Recruitment Source(s) Website - Local print media

Applicants Interviewed By Director of Communications Position Reports To Director of Communication

Minimum Education Required High School Diploma or GED equivalency

Minimum Experience Required Customer Service Skills. Computer Skills. See job description

Job Duties Executive Administrative Assistant / Reception for Emergency Communications Center. Clerical duties for ECC. Handle requests for audio/information under FOIA. Attend meetings, take and develop minutes, filing, etc.

**Budget Information**

Addition  Replacement  Explain or For Whom Nancy Dopson who retired on 9/30/2011

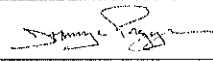
Position Budgeted  Yes  No Proposed Salary Grade II Step A Date of Hire \_\_\_\_\_

Is Position: Full-Time  Regular Part-Time  On-Call Occasional  Temporary

Safety/Security \_\_\_\_\_ Hours Per Week 40

**Approvals**

Elected Official Approval \_\_\_\_\_ Date \_\_\_\_\_

Department Head Approval  \_\_\_\_\_ Date \_\_\_\_\_  
Digitally signed by Jeffrey A. Polczewski EBP  
DN: cn=Jeffrey A. Polczewski EBP, ou=Jefferson County  
Emergency Communications, email=jpolczewski@jeffersoncounty.org, c=US  
Date: 2011.09.29 11:48:21 -0500

County Commission Approval \_\_\_\_\_ Date \_\_\_\_\_

Comments \_\_\_\_\_

<p>Commission Office Use Only</p> <p>Date on Agenda:</p> <p>Appt Time or New Business:</p>
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**AGENDA REQUEST FORM**

Name: \_\_\_\_\_

Department or Entity: **County Commission** \_\_\_\_\_

Estimation of amount of time needed for appointment: \_\_\_\_\_

Date Requested – 1<sup>st</sup> Choice: \_\_\_\_\_

Date Requested – 2<sup>nd</sup> Choice: \_\_\_\_\_

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

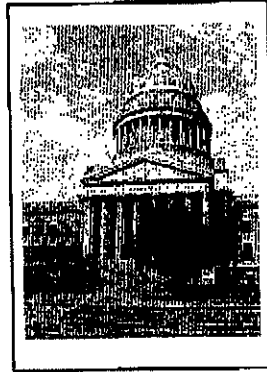
Subject: **Legislative Updates**

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:

# FAX TRANSMISSION



Senator Herb Snyder  
16<sup>th</sup> Senatorial District  
Chair, Committee On Government Organization  
State Capitol Complex  
Bldg. 1, Room 217-W  
Charleston, WV 25305  
(304)357-7957

Date: 01/20/12

Fax No.: 304-725-7916

To: Jefferson County Commission

Message: For your information from Senator Snyder  
SB 362

9

No. Of Pages (Including Cover Sheet)

2012R1428B

## 1 Senate Bill No. 362

2 (By Senators Snyder, Plymale, Unger, Stollings, Kirkendoll,  
3 Helmick, Jenkins, Laird, Barnes, Beach, Edgell and D. Facemire)

4 \_\_\_\_\_  
5 [Introduced January 20, 2012; referred to the Committee on  
6 Natural Resources; and then to the Committee on Finance.]

**FISCAL  
NOTE**

7 \_\_\_\_\_  
8  
9  
10  
11 A BILL to amend the Code of West Virginia, 1931, as amended, by  
12 adding thereto a new section, designated §29-22-18e; to amend  
13 and reenact §31-15-16a of said code; and to amend said code by  
14 adding thereto a new section, designated §31-15-16b, all  
15 relating to authorizing the issuance of \$52.5 million in bonds  
16 for capital improvements for Cacapon Resort State Park and  
17 Beech Fork State Park; and providing that the bonds are  
18 payable from the Education, Arts, Sciences and Tourism Debt  
19 Service Fund.

20 *Be it enacted by the Legislature of West Virginia:*

21 That the Code of West Virginia, 1931, as amended, be amended  
22 by adding thereto a new section, designated §29-22-18e; that  
23 §31-15-16a of said code be amended and reenacted; and that said  
24 code be amended by adding thereto a new section, designated

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1 §31-15-16b, all to read as follows:

2           **CHAPTER 29. MISCELLANEOUS BOARDS AND OFFICERS.**

3 **ARTICLE 22. STATE LOTTERY ACT.**

4 §29-22-18e. Allocation to Education, Arts, Sciences and Tourism

5           **Debt Service Fund from State Excess Lottery Revenue**

6           **Fund.**

7           Notwithstanding any provision of subsection (d), section  
8 eighteen-a of this article to the contrary, the deposit of \$52.5  
9 million, authorized by section sixteen-a, article fifteen, chapter  
10 thirty-one of this code, from the State Excess Lottery Revenue Fund  
11 into the Education, Arts, Sciences and Tourism Debt Service Fund,  
12 established in section eleven-a, article six, chapter five of this  
13 code, is a one time deposit only.

14           **CHAPTER 31. CORPORATIONS.**

15 **ARTICLE 15. WEST VIRGINIA ECONOMIC DEVELOPMENT AUTHORITY.**

16 §31-15-16a. Bonds for capital improvements at institutions of

17           **higher education, state parks, the State Capitol**

18           **Complex, other state facilities or tourism sites;**

19           **limitations; authority to issue revenue bonds; use**

20           **of funds to pay for projects.**

21           (a) (1) The economic development authority shall, in  
22 accordance with the provisions of this article, issue revenue bonds  
23 from time to time, to pay for a portion of the cost of

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1 constructing, equipping, improving or maintaining capital  
2 improvement projects under this section or to refund the bonds, at  
3 the discretion of the authority. The principal amount of the bonds  
4 issued under this section shall not exceed, in the aggregate, an  
5 amount that, in the opinion of the authority, is necessary to  
6 provide sufficient funds for achievement of the purposes of this  
7 section and is within the limits of moneys pledged for the  
8 repayment of the principal, interest and redemption premium, if  
9 any, on any revenue bonds or refunding bonds authorized by this  
10 section. Any revenue bonds issued on or after the effective date  
11 of this section which are secured by lottery proceeds shall mature  
12 at a time or times not exceeding thirty years from their respective  
13 dates. The principal of, and the interest and redemption premium,  
14 if any, on the bonds shall be payable solely from the Education,  
15 Arts, Sciences and Tourism Debt Service Fund established in section  
16 eleven-a, article six, chapter five of this code and continued by  
17 this section.

18 (2) All amounts deposited in the fund shall be pledged to the  
19 repayment of the principal, interest and redemption premium, if  
20 any, on any revenue bonds or refunding revenue bonds authorized by  
21 this section. The authority may further provide in the trust  
22 agreement for priorities on the revenues paid into the Education,  
23 Arts, Sciences and Tourism Debt Service Fund as may be necessary  
24 for the protection of the prior rights of the holders of bonds

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1 issued at different times under the provisions of this section or  
2 section eleven-a, article six, chapter five of this code. The  
3 bonds issued pursuant to this section shall be separate from all  
4 other bonds which may be or have been issued from time to time  
5 under the provisions of section eleven-a, article six, chapter five  
6 of this code. The Education, Arts, Sciences and Tourism Debt  
7 Service Fund shall be pledged solely for the repayment of bonds  
8 issued pursuant to this section and section eleven-a, article six,  
9 chapter five of this code. On or prior to May 1 of each year,  
10 commencing May 1, 2010, the authority shall certify to the state  
11 lottery director the principal and interest and coverage ratio  
12 requirements for the following fiscal year on any revenue bonds or  
13 refunding revenue bonds issued pursuant to this section, and for  
14 which moneys deposited in the Education, Arts, Sciences and Tourism  
15 Debt Service Fund have been pledged, or will be pledged, for  
16 repayment pursuant to this section.

17 (3) After the authority has issued bonds authorized by this  
18 section, and after the requirements of all funds have been  
19 satisfied, including coverage and reserve funds established in  
20 connection with the bonds issued pursuant to this section, any  
21 balance remaining in the Education, Arts, Sciences and Tourism Debt  
22 Service Fund may be used for the redemption of any of the  
23 outstanding bonds issued under this section which, by their terms,  
24 are then redeemable or for the purchase of the outstanding bonds at

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1 the market price, but not to exceed the price, if any, at which  
2 redeemable, and all bonds redeemed or purchased shall be  
3 immediately canceled and shall not again be issued.

4 (b) The authority shall expend sixty percent of the bond  
5 proceeds, net of issuance costs, reserve funds and refunding costs,  
6 for certified capital improvement projects at state institutions of  
7 higher education. The Higher Education Policy Commission shall  
8 submit a proposed list of capital improvement projects to the  
9 Governor on or before January 1, 2010. Thereafter, the Governor  
10 shall certify to the authority on or before February 1, 2010, a  
11 list of those capital improvement projects at state institutions of  
12 higher education that will receive funds from the proceeds of bonds  
13 issued pursuant to this section.

14 At any time prior to the issuance of bonds under this section,  
15 the Governor may certify to the authority a revised list of capital  
16 improvement projects at state institutions of higher education that  
17 will receive funds from the proceeds of bonds issued pursuant to  
18 this section. The Governor shall consult with the Higher Education  
19 Policy Commission prior to certifying a revised list of capital  
20 improvement projects to the authority.

21 (c) The authority shall expend the balance of the bond  
22 proceeds for certified projects at state parks, the capitol  
23 complex, other state facilities or tourism sites.

24 (1) A committee comprised of the secretary of the Department

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1 of Administration, the director of the Division of Natural  
2 Resources, the director of the West Virginia Development Office and  
3 a representative of the capitol building commission, other than the  
4 secretary of the Department of Administration, who shall be  
5 selected by the capitol building commission, shall submit a  
6 proposed list of capital improvement projects to the Governor on or  
7 before January 1, 2010. Thereafter, the Governor shall certify to  
8 the authority on or before February 1, 2010, a list of those  
9 capital improvement projects at state parks, the State Capitol  
10 Complex, other state facilities or tourism sites that will receive  
11 funds from the proceeds of bonds issued pursuant to this section.

12 (2) At any time prior to the issuance of bonds under this  
13 section, the Governor may certify to the authority a revised list  
14 of capital improvement projects at state parks, the State Capitol  
15 Complex, other state facilities or tourism sites that will receive  
16 funds from the proceeds of bonds issued pursuant to this section.  
17 The Governor shall consult with the committee established by this  
18 subsection prior to certifying a revised list of capital  
19 improvement projects to the authority.

20 (d) In addition to the amounts authorized by subsection (a) of  
21 this section, the authority may issue, pursuant to section  
22 sixteen-b, article fifteen of this chapter, bonds or notes in the  
23 aggregate principal amount not to exceed \$52.5 million. This  
24 authorization is for the limited purpose of providing grants for

2012R1428B

1 capital improvements for Cacapon State Park and Beech Fork State  
2 Park.

3 §31-15-16b. Tourism lottery revenue bonds for Cacapon State Park  
4 and Beech Fork State Park.

5 (a) Notwithstanding any other provision of this code to the  
6 contrary, the Economic Development Authority may issue, in  
7 accordance with section sixteen-a, article fifteen of this chapter,  
8 tourism lottery revenue bonds in the amount of \$52.5 million. Those  
9 bonds shall be payable from the Education, Arts, Sciences and  
10 Tourism Debt Service Fund, established in section eleven-a, article  
11 six, chapter five of this code and such other sources as may be  
12 legally pledged for such purposes.

13 (b) The proceeds of the bonds shall be used solely to pay  
14 costs of issuance, fund a debt service reserve account, capitalize  
15 interest, pay for security instruments necessary to market the  
16 bonds and to make grants for capital improvements to the Cacapon  
17 State Park and Beech Fork State Park.

NOTE: The purpose of this bill is to authorize the issuance of \$52.5 million in bonds for capital improvements for Cacapon State Park and Beech Fork State Park. The bill provides that the bonds are payable from the Education, Arts, Sciences and Tourism Debt Service Fund.

§29-22-18e and §31-15-16b are new; therefore, strike-throughs and underscoring have been omitted.

Strike-throughs indicate language that would be stricken from the present law, and underscoring indicates new language that would

2012R1428B

be added.

<p>Commission Office Use Only</p> <p>Date on Agenda:</p> <p>Appt Time or New Business:</p>
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**AGENDA REQUEST FORM**

Name: Walt Pellish

Department or Entity: County Commission

Estimation of amount of time needed for appointment: \_\_\_\_\_

Date Requested – 1<sup>st</sup> Choice: 1/26/12

Date Requested – 2<sup>nd</sup> Choice: \_\_\_\_\_

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

Subject: **Addition of a Human Resource Position**

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:

**NOTICE**  
**Board of Review and Equalization**

The County Commission of Jefferson County will convene as a Board of Review and Equalization in the County Commission Courtroom at the Courthouse of said County on Wednesday, February 1<sup>st</sup>, 2012, at 1:30 p.m., for the purpose of reviewing and equalizing assessments returned by the Assessor of Jefferson County for the tax year 2012.

The Commission will continue to sit as a Board of Review and Equalization on Thursday, February 2<sup>nd</sup>, 2012, at 1:30 p.m., Tuesday, February 7<sup>th</sup>, 2012, at 1:30 p.m., Thursday, February 9<sup>th</sup>, 2012, at 1:30 p.m., and thereafter as deemed necessary.

Persons wishing to appear before the Commission should apply to the Assessor no later than Friday, February 10<sup>th</sup>, 2012, at noon, in order to complete the proper forms and to schedule a hearing date prior to the planned final date of Thursday, February 16<sup>th</sup>, 2012.

Given under my hand this 5<sup>th</sup> day of January, 2012.

/s/  
JENNIFER MAGHAN, COUNTY CLERK  
JEFFERSON COUNTY COMMISSION

Agenda  
Info

**TO: ALL MEMBERS of the WEST VIRGINIA ASSOCIATION OF  
COUNTIES**

**FROM: PATTI HAMILTON**



## **THE COUNTY LEGISLATIVE LINE Wednesday, January 11, 2012**

### **Capitol Quotes:**

None yet but I'm sure there will be!

Welcome to the 2<sup>nd</sup> session of the 80<sup>th</sup> Legislature. Governor Tomblin will deliver the annual State of the State address tonight.

At least every Friday beginning January 20<sup>th</sup> and more often as needed to catch up or send out alerts, I will send out by email and fax a legislative update to all county officials.

I am going to try a different method of listing the introduced bills of interest to counties this year by providing a link to our personal bill tracking list online. Please don't hesitate to contact me during the session if you have a question or comment. I can be easily reached by email at [patti@wvaco.org](mailto:patti@wvaco.org) or by cell phone at 304-415-0192. If I am attending committee meetings at the Capitol, my phone will not be on, though. The legislative web site is a wealth of information and I recommend becoming familiar with it:

[www.legis.state.wv.us](http://www.legis.state.wv.us)

### **LEGISLATIVE CALENDAR 2012**

January 11 – First Day (*WV Const. Art. VI, §18*)

January 30 – Twentieth Day; Legislative Rulemaking Review bills due

February 20 – Forty-first Day; Last day to introduce bills in Senate and House (*Senate Rule 14*) (*House Rule 91a*); Does not apply to originating or supplementary appropriation bills

February 26 – Forty-seventh Day; Bills due out of committee in house of origin to ensure three full days for readings

February 29 – Fiftieth Day; Last day to consider bill on 3<sup>rd</sup> reading in house or origin (*Joint Rule 5b*)

March 10 – Sixtieth Day; Adjournment at Midnight (*WV Const. Art. VI, §22*)

## A GUIDE TO LEGISLATIVE JARGON

**Chambers:** the two areas set aside for meetings of the entire membership of the House and Senate (also referred to as "the floor"). "The bill is on the floor" means that it is out of committee and before the entire body of the House or Senate

**Christmas Tree:** a bill that has had several amendments added to it. "We had to kill the bill because it got Christmas treed." (Also called "loving a bill to death").

**Committee Substitute:** an amended version of an introduced bill as recommended by a committee, generally offered when there are numerous amendments or substantial rewriting of an introduced bill (often referred to as a "com sub").

**Concur:** the action of one body in agreeing to or approving a proposal or action of the other body (as in "the Senate concurs with the House amendments").

**Double Referenced:** a bills gets assigned to two committees instead of just one

**Enrolled Bill:** the final version of a bill, as passed by both bodies

**House of Origin:** the body in which a bill or resolution is introduced

**Journal:** the formal, written record of floor proceedings printed daily by the clerk of each body (can be picked up outside Journal Room on ground floor at the rotunda area; also available on the legislative web site). The Journal also contains that day's agenda for the floor session.

**Motion to Lie Over:** consider the bill at the next or a subsequent meeting

**Motion to Postpone Indefinitely:** delay action, usually forever. "PPI'd" usually indicates a dead bill

**Readings:** the three stages a bill must go through on the floor of a chamber; 1<sup>st</sup> reading is informational; 2<sup>nd</sup> reading is amendment stage; and 3<sup>rd</sup> reading is passage stage

**Title:** a concise statement of the contents of a bill; it is a constitutional requirement in WV that the title accurately and completely reflect the content of the bill

**Well:** the round area at the center of the Capitol between the chambers; often used as a meeting place, as in "Meet me at the well."

SB or HB – Senate Bill or House Bill

SR or HR – Senate or House Resolution

SCR or HCR – Senate or House Concurrent Resolution

SJR or HJR – Senate or House Joint Resolution (Proposed Constitutional Amendments)

6 pages

**TO: ALL MEMBERS of the WEST VIRGINIA ASSOCIATION OF COUNTIES**

**FROM: PATTI HAMILTON**

5 cc's



- Co. Clerk
- ✓ Co. Comm
- JCSO
- Assessor
- Pres. Attny

**THE COUNTY LEGISLATIVE LINE**  
**Tuesday, January 17<sup>th</sup>, 2012**  
**"Catch-up"**

**RECEIVED**  
 JAN 17 2012  
 JEFFERSON COUNTY  
 CIRCUIT CLERK

1.17.12 bc

**Capitol Quotes:**

*"It is an equal opportunity destroyer of dreams and lives." Governor Tomblin on substance abuse in his State of the State address*

I hope everyone had a good Martin Luther King day holiday. The Legislature does not take the day off so we are in full swing now with the legislative session. I will be faxing a list of Senate bills that have been introduced from January 11<sup>th</sup> through January 16<sup>th</sup> and as soon as I figure out how from my personalized bill-tracking, I will also include the lists on the emailed "Legislative Lines!"

County officials compensation bill is SB 168. Another one of our legislative priorities is SB 167 that clearly authorizes the acceptance of credit cards for fees in all county offices. The Sheriffs are already authorized to accept credit card payments for taxes in Ch. 11A. Acceptance of credit cards would be permissive and the additional credit card fee would be charged to the consumer, not deducted from the amount due the county.

The legislative web site is very useful. Go to [www.legis.state.wv.us](http://www.legis.state.wv.us) and find a wealth of information. You can create a personalized bill tracking list that easily updates. You can also listen to committee meetings and floor sessions.

Below are some talking points for SB 168 which might possibly be on Senate Government Organization Committee's agenda on Wednesday, Jan. 18<sup>th</sup> at 2:00 p.m. The credit card bill is definitely planned for the agenda.

**COMPENSATION INCREASE FOR COUNTY OFFICIALS – SB 168**

The last compensation increase took effect on July 1, 2006 and added a 20% increase to each county office.

①

The increase proposed to take effect July 1, 2012 is agreed-upon by commissioners, county clerks, circuit clerks, sheriffs, assessors and prosecuting attorneys. It is an across-the-board increase, taking into consideration that the county officials in the smaller classifications of counties have few employees and benefit more from an across-the-board increase than a percentage increase, therefore acknowledging their workload. It also recognizes the need for equalization among the various full-time county offices and the amounts have been agreed upon among county officials in order to more closely align the salaries of county clerks, circuit clerks, sheriffs and assessors.

County Officials are Constitutional Officers and the Constitution requires their compensation to be prescribed by law. However, it is paid solely from county revenues, not state funds.

The Legislature is encouraged to consider the increased responsibilities, caseloads, and workloads when setting the salaries of county officials.

Fair and equitable salaries and benefits should be provided to all elected county officials.

It is in the public interest to compensate county officials adequately.

As the Legislature considers these recommended compensation increases for county officials, they must consider that counties work to stay within their budget limits while at the same time must attract and retain qualified and capable county officials.

The State Auditor determines whether a county has sufficient revenue to implement the salary increases. It is "all or nothing" and a county may not pay the increased compensation without this determination.

County Officials must sign an agreement to accept the salary increase prior to its commencement. If they choose not to accept it, the increase does not go into effect until the new term for their office begins.

***Please call members of Senate Government Organization and ask for their support:  
Senators Snyder (Chairman), Miller (Vice-Chairman), Browning, Foster, Green, Jenkins,  
Kirkendoll, Klempa, McCabe, Minard, Williams, Yost, Boley & Sypolt***

#### LEGISLATIVE CALENDAR 2012

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## Personalized Bill Tracking List

WVACO Senate - 2012 Regular Session					
Bill	Title	SA(Same As)/SI(Similar To)	Last Action	Committee Reference	Notes
<u><b>SJR</b></u> <b>1</b>	Proposing constitutional amendment designated Homestead Exemption Increase Amendment		01/11/12 - To Senate Judiciary	<b>Senate Reference 1</b> - Judiciary <b>Senate Reference 2</b> - Finance	
<u><b>SJR</b></u> <b>3</b>	Proposing constitutional amendment designated Homestead Exemption Increase Amendment		01/11/12 - To Senate Judiciary	<b>Senate Reference 1</b> - Judiciary <b>Senate Reference 2</b> - Finance	
<u><b>SJR</b></u> <b>6</b>	Proposing constitutional amendment designated Homestead Exemption Calculation Amendment		01/11/12 - To Senate Judiciary	<b>Senate Reference 1</b> - Judiciary <b>Senate Reference 2</b> - Finance	
<u><b>SB</b></u> <b>21</b>	Authorizing PEIA promulgate rules relating to underwriting requirements for nonstate employer participants		01/11/12 - To Senate Banking and Insurance	<b>Senate Reference 1</b> - Banking and Insurance <b>Senate Reference 2</b> - Finance	
<u><b>SB</b></u> <b>23</b>	Requiring filing fee for write-in candidates for public office	<u>SI HB</u> <u>2417</u>	01/11/12 - To Senate Judiciary	<b>Senate Reference 1</b> - Judiciary <b>Senate Reference 2</b> - Finance	
<u><b>SB</b></u> <b>26</b>	Enacting Uniform Real Property Electronic Recording Act	<u>SI HB</u> <u>2710</u> <u>SI HB</u> <u>2790</u>	01/11/12 - To Senate Interstate Cooperation	<b>Senate Reference 1</b> - Interstate Cooperation <b>Senate Reference 2</b> - Judiciary	
<u><b>SB</b></u> <b>31</b>	Increasing size limit of voting precincts and standard receiving boards		01/11/12 - To Senate Judiciary	<b>Senate Reference 1</b> - Judiciary <b>Senate Reference 2</b> - Finance	Last year's version
<u><b>SB</b></u> <b>33</b>	Requiring full-time prosecuting attorney devote full time to public duties		01/11/12 - To Senate Government Organization	<b>Senate Reference 1</b> - Government Organization <b>Senate Reference 2</b> - Judiciary	

<u>SB</u> <u>35</u>	Regulating pawnbrokers		01/11/12 - To Senate Government Organization	Senate Reference 1 - Government Organization Senate Reference 2 - Finance	
<u>SB</u> <u>42</u>	Creating felony for driving under influence and causing serious bodily injury	<u>SI HB</u> <u>2803</u>	01/11/12 - To Senate Judiciary	Senate Reference 1 - Judiciary	
<u>SB</u> <u>43</u>	Relating to criminal offenses of robbery and attempted robbery		01/11/12 - To Senate Judiciary	Senate Reference 1 - Judiciary	
<u>SB</u> <u>45</u>	Requiring prescription for drugs containing certain precursors of methamphetamine	<u>SI HB</u> <u>4023</u>	01/11/12 - To Senate Health and Human Resources	Senate Reference 1 - Health and Human Resources Senate Reference 2 - Judiciary	The "sudafed" bill
<u>SB</u> <u>58</u>	Relating to work camps for nonviolent offenders		01/11/12 - To Senate Judiciary	Senate Reference 1 - Judiciary	
<u>SB</u> <u>60</u>	Creating felony for driving under influence and causing serious bodily injury	<u>SI HB</u> <u>2670</u> <u>SI HB</u> <u>2803</u>	01/11/12 - To Senate Transportation and Infrastructure	Senate Reference 1 - Transportation and Infrastructure Senate Reference 2 - Judiciary	
<u>SB</u> <u>62</u>	Exempting certain motor vehicles from personal property taxation		01/11/12 - To Senate Transportation and Infrastructure	Senate Reference 1 - Transportation and Infrastructure Senate Reference 2 - Finance	
<u>SB</u> <u>86</u>	Requiring certain defendants pay incarceration costs		01/11/12 - To Senate Judiciary	Senate Reference 1 - Judiciary Senate Reference 2 - Finance	
<u>SB</u> <u>87</u>	Allowing temporary detention of certain criminal suspects		01/11/12 - To Senate Judiciary	Senate Reference 1 - Judiciary	
<u>SB</u> <u>90</u>	Providing method of appraising certain affordable multifamily rental property for ad valorem property taxes		01/11/12 - To Senate Government Organization	Senate Reference 1 - Government Organization Senate Reference 2 - Finance	Assessors oppose
<u>SB</u> <u>96</u>	Redefining basis for disqualification of prospective jurors		01/11/12 - To Senate Judiciary	Senate Reference 1 - Judiciary	
<u>SB</u> <u>100</u>	Relating to fees collected by circuit clerks		01/11/12 - To Senate Judiciary	Senate Reference 1 - Judiciary	

<u>SB</u> <u>116</u>	Exempting certain military members' motor vehicles from personal property taxation	01/11/12 - To Senate Transportation and Infrastructure	<b>Senate Reference 1</b> - Transportation and Infrastructure <b>Senate Reference 2</b> - Finance	
<u>SB</u> <u>119</u>	Relating to notice and removal of personal property from real property after tax sale	01/11/12 - To Senate Judiciary	<b>Senate Reference 1</b> - Judiciary	
<u>SB</u> <u>124</u>	Changing low income qualifier for senior citizens' homestead tax credit	01/11/12 - To Senate Judiciary	<b>Senate Reference 1</b> - Judiciary <b>Senate Reference 2</b> - Finance	
<u>SB</u> <u>130</u>	Relating to jury selection in felony cases	01/11/12 - To Senate Judiciary	<b>Senate Reference 1</b> - Judiciary	
<u>SB</u> <u>136</u>	Providing free certified copies of veteran's death certificate	01/11/12 - To Senate Military	<b>Senate Reference 1</b> - Military <b>Senate Reference 2</b> - Finance	
<u>SB</u> <u>146</u>	Requiring county commissions change magisterial boundary lines following census	01/11/12 - To Senate Government Organization	<b>Senate Reference 1</b> - Government Organization <b>Senate Reference 2</b> - Judiciary	
<u>SB</u> <u>149</u>	Requiring law enforcement return forfeited or abandoned firearms to owners	01/11/12 - To Senate Judiciary	<b>Senate Reference 1</b> - Judiciary <b>Senate Reference 2</b> - Finance	
<u>SB</u> <u>150</u>	Clarifying Consolidated Public Retirement Board's authority to determine public employer contribution rate	01/11/12 - To Senate Pensions	<b>Senate Reference 1</b> - Pensions <b>Senate Reference 2</b> - Finance	Priority issue. Put cap back in code.
<u>SB</u> <u>157</u>	Dedicating portion of oil and gas severance tax to county of origin	01/11/12 - To Senate Energy, Industry and Mining	<b>Senate Reference 1</b> - Energy, Industry and Mining <b>Senate Reference 2</b> - Finance	
<u>SB</u> <u>161</u>	Requiring persons report child abuse; penalties	01/12/12 - To Senate Judiciary	<b>Senate Reference 1</b> - Judiciary	
<u>SB</u> <u>167</u>	Authorizing county officers accept credit card as payment	01/12/12 - To Senate Government Organization	<b>Senate Reference 1</b> - Government Organization	Priority issue

<u>SB</u> <u>168</u>	Increasing compensation of certain county officials	01/12/12 - To Senate Government Organization	<b>Senate Reference 1</b> - Government Organization <b>Senate Reference 2</b> - Finance	Priority issue
<u>SB</u> <u>182</u>	Creating West Virginia Future Fund	01/13/12 - To Senate Economic Development	<b>Senate Reference 1</b> - Economic Development <b>Senate Reference 2</b> - Finance	From oil & gas severance taxes
<u>SB</u> <u>184</u>	Creating Spay Neuter Assistance Fund	01/13/12 - To Senate Agriculture	<b>Senate Reference 1</b> - Agriculture <b>Senate Reference 2</b> - Finance	
<u>SB</u> <u>189</u>	Creating statutory cause of action to obtain personal safety orders	01/16/12 - To Senate Judiciary	<b>Senate Reference 1</b> - Judiciary	
<u>SB</u> <u>190</u>	Limiting amount property appraisal can increase; excepting natural resources property	01/16/12 - To Senate Finance	<b>Senate Reference 1</b> - Finance	15%
<u>SB</u> <u>191</u>	Creating protection orders for nonfamily or nonhousehold members	01/16/12 - To Senate Judiciary	<b>Senate Reference 1</b> - Judiciary	
<u>SB</u> <u>192</u>	Relating to filing of civil petition for expungement of criminal records under certain circumstances	01/16/12 - To Senate Judiciary	<b>Senate Reference 1</b> - Judiciary	
<u>SB</u> <u>199</u>	Reapportioning congressional districts	01/16/12 - To Senate Select Committee on Redistricting	<b>Senate Reference 1</b> - Banking and Insurance <b>Senate Reference 2</b> - Select Committee on Redistricting	
<u>SB</u> <u>201</u>	Creating Unintentional Pharmaceutical Drug Overdose Fatality Review Team	01/16/12 - To Senate Health and Human Resources	<b>Senate Reference 1</b> - Health and Human Resources	

# Jefferson County 4-H Report



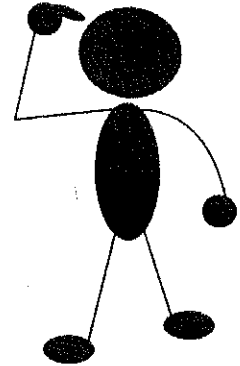
Shay McNeil  
Extension Agent 4-H Youth Development  
Jefferson County



Find us on Facebook @  
WVUJefferson County  
Extension Service



Follow us on Twitter  
@Jefferson\_WV\_4H



## New Year, SMART You!

I am not big on making New Year's Resolutions. I do, however, like to take time and reflect on the past years accomplishments and set new goals for the coming year. Rather than resolve to do something vague, like "get back in shape," or "do better at work," I try to set SMART goals. Setting a goal for yourself can actually help you to be more successful. It makes sense if you think about it. In order to know where you are going, you must first have a destination. You may find variations of the SMART acronym, but I like the following:

**S-Specific:** set clear parameters for your goal.

**M-Measurable:** you should be able to track your progress as you work towards achieving your goal.

**A-Accountable:** tell someone about your goal and ask them to help hold you accountable.

**R-Realistic:** Your goal should be challenging enough to encourage you to grow, but not so big that you realistically cannot achieve. The idea is to grow and succeed!

**T-Time Sensitive:** Make sure you give your goal a deadline. Otherwise you might be tempted to procrastinate forever.

*I have found that setting **SMART** goals rather than making New Year's Resolutions works better for my success rate. Regardless of what you plan for 2012, I wish all the best to you in the coming year.*

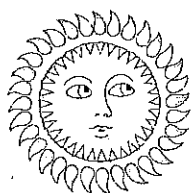
***"Paths clear for those who know where they're going and are determined to get there." — Anonymous***

### What's Inside:

2	Calendar	3	Poster & Photography Contest & Exhibition	5	Energy Express & Dining With Diabetes
2	Weigh-In Dates	3	Visual & Public Speaking Workshop & County Roundup	5	Shooting Sports Camp & Dance Workshop
2	Livestock Judging	3	EXPO 2012	6	2012 Beef Expo
2	Teen Leader & Charting Weekend	4	Camp	7/8	Club News

# Tri-County 4-H Camp

Tri-County Camp Applications  
mailed out April 2



2012 Tri-County 4-H Camp Dates

Bud Day: June 2

Younger: June 11-15 (Mon a.m.-Fri 1 p.m.)

Intermediate: June 18-22 (M-F)

Older: June 25-29 (M-F)

## Wants You to be a counselor

### *Why Should I be a Tri-County 4-H Camp Counselor?*

The Tri-County 4-H Camp Counselor program is an opportunity for you to build on your 4-H experiences by sharing your talents and energy with 4-H members, parents and volunteers at Tri-County 4-H Camp. You will gain valuable life skills and develop leadership skills by practicing problem-solving and communication techniques. Your training and experiences as a Tri-County 4-H Camp Counselor will give you skills and experience you need to compete in today's job market. Most importantly, you will have the opportunity to make a positive impact on the lives of young people.

**Younger Camp:** Campers will arrive on Monday morning 9-10:30 a.m. and camp will conclude Friday morning June 15th by 11:30 a.m. for campers and 12-12:30 p.m. for staff. If you are interested in teaching a class, there will be two class periods at 10 a.m. & 11 a.m. each morning.

**Intermediate Camp:** This camp has three 45 minute class periods that run Tuesday through Thursday morning of camp. Campers will arrive on Monday morning and camp concludes around 7 p.m. on Friday June 22nd.

**Older Camp:** Registration for campers will begin at 8 a.m. on Monday morning and camp will end around 9 p.m. on Friday, the 29th. Similar to Younger Camp there will be 2 class periods beginning at 10 and 11 a.m.

For camp to take place, the proper number of staff needs to be trained and in place for all 3 weeks.

All camp staff will receive a camp t-shirt and meals and insurance are also included.

For all three weeks kitchen staff is needed. Volunteers are welcome to come stay the week or spend a half or full day.

**For counselor requirements and to download an application, visit our 4-H page at [jefferson.ext.wvu.edu](http://jefferson.ext.wvu.edu)**

### **A little history....**

Camp Frame was donated by Nat T. and Grace Frame in 1927. It was to be used for 4-H camping in the Tri-county area. Tents were used to house the first campers. Many of those individuals brought potatoes, chickens, or vegetables instead of a camp fee. The dining hall was built by volunteers with blocks and supplies from the brick plant that was in Back Creek Valley. The green buildings used for the girls dorms were bought from Newton D. Baker VA center and moved to camp. The caretakers house was built in the 50's. It is managed by a board of directors that contain representatives from the Farm Bureau, CEOS, 4-H and at large members from each county; Morgan, Berkeley, and Jefferson.

**2012 State Camp, Jackson's Mill: OMC – June 17-23 - Alpha I – July 8-13 - Alpha II – July 15-20**



## 2 Opportunities



1-Apply to be a **Mentor** or a **Community Coordinator** for Energy Express, an 8-week summer reading program aimed to promote school success of WV children living in rural and low-income communities. For your service as an AmeriCorps member you will receive \$1,850 living allowance and \$1,175 education award and 300 AmeriCorps service hours. **The application deadline is March 1st**

2- Apply to be a **Site Supervisor** for the 2012 Energy Express program. A Bachelors degree is required. Program runs from June 7 to July 27 with training March 19 - 21 (Oak Hill) or March 26 - 28 (Morgantown). Salary is \$4,750 and **the application deadline is February 24th.**

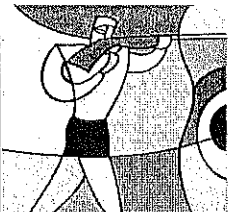
**Applications for both positions are at [energyexpress.ext.wvu.edu](http://energyexpress.ext.wvu.edu)  
Questions: 304-728-7413 Ext. 7 Jefferson County Extension Office**

### 2012 West Virginia Multi-Disciplinary 4-H Shooting Sports Weekend Camp

This camping weekend is designed to teach life skills through safe, noncompetitive activities in shooting sports and natural resources. Campers will participate in several different tracks including archery, air rifle, shot gun, muzzleloader, air pistol and wildlife conservation. Campers will also learn about

WV's natural resources through a variety of group and outdoor learning experiences. The camp will take place **April 20-22** at the Gilmer County 4-H Camp in Glenville, WV.

Registration is found on the 4-H page of the Jefferson County Extension Office and is **due March 23rd** to Extension Office.



## Dining With Diabetes Class

Series of 5 free classes starting in March 2012 at the Jefferson County Public Services Building 1948 Wiltshire Rd., Kearneysville

**Dates & Times:**  
March 9, 16, 23, & 30  
10 a.m. till Noon  
**Follow Up Class: June 1**

Call Judy at 304-728-7413 ext 3 or email at

[Judy.Matlick@mail.wvu.edu](mailto:Judy.Matlick@mail.wvu.edu)

The classes are open to persons with diabetes and their family members or persons who want to delay or prevent developing diabetes.

Class size is limited.

## Dance Training Workshop March 2-4, 2012 Jackson's Mill

Attending this event will enhance an individual's awareness of and skills in specific heritage and folk dances. This workshop is for 4-H'ers who are in at least 6th grade and 4-H leaders and volunteers. Contact the Extension Office for a registration form or go online to the Jefferson County Extension Service website's 4-H page for additional information and a form. Cost is \$60 (this includes a \$20 scholarship from the Jefferson County Foundation). **Deadline to Extension Office is January 27, 2012**



# 2012 West Virginia Beef Expo

## Youth Beef Cook-off Contest



We're looking for chefs with beef recipes and a flair for preparation to participate in the WV Beef Expo 2012 Youth Beef Cook-off. Get a team together that would like to try a cooking contest at the WV Beef Expo

in 2012. Find a great beef recipe that you can prepare. Next, write a fun skit no longer than three minutes (in length) that includes your recipe and promotes the good things about eating beef.

There will be two age divisions for youth teams from state youth associations—Junior Beef Association, 4-H or FFA. The event is educational, competitive and fun! The Cook-off will foster a cooperative spirit. It is also an excellent way to educate, promote, and entertain non participants in the audience, while promoting our chief end product—BEEF.

Persons interested in learning more about the Cook-off should contact: Krista Hayes, 153 Gnegy Church Rd., Eglon, WV 26716, (304) 735-3511 or Anna Mouser, RR 1 Box 24, Independence, WV 26374, (304) 892-3991. Entries must be postmarked by **March 23, 2012**.

## Beef Ambassador Contest

Contestants must be 17 and not over 20 as of January 1, 2012. The State winner must be single, and cannot be or become married or a parent during the national term. Contestants will present a 5-8 minute talk. Speeches should bring to light the importance of the beef industry and the importance of beef as an agricultural product, spotlighting the positive impact the cattle industry has on our economy and families. Upon receipt of application, a letter will follow with time schedule and further information. Send entry to: Marjorie Ours, RR 3, Box 310, Buckhannon, WV 26201, Ph. 304-472-4861. Registration must be postmarked by **March 23, 2012**

## WV Beef Queen Contest

Contestant must be unmarried, age 16 to 20, as of January 1, 2012. Rules for contestants are very specific so please refer to the Jefferson County 4-H web page for more details.

*For more information or registration forms go to the Jefferson County 4-H web page. If you register for any of these events, please notify the Extension Office*

## Photo Contest

We're hoping that the shutterbugs have been snapping photos all summer and fall, but if not, there's still time to shoot some great shots in winter for the Beef photo contest. The photo contest's purpose is to offer West Virginia youth and adults the opportunity to communicate through creative display a message in photography.



The age divisions are: Youth (ages 9-18) and Adult (ages 18 plus). **WV Beef Expo Photo Contest Guidelines** -There are five subject categories: **Beef Cattle** (Photos that highlight beef cattle that dominate focus of the photo), **Farm Landscapes** (Focusing on scenery around the farm), **People in Farm Related Activities**, **Other Animals Around the Farm** (Not beef animals), **Black and White Photos** of any of the 5 categories above. Send your entries to: Krista Hayes, 153 Gnegy Church Rd., Eglon, WV 26716. Entries must be postmarked by **March 23, 2012**.



# club news

On November 13th, the **Kabletown Mountaineers 4-H Club** met at the Kabletown Methodist Church for their monthly meeting. 30 members and guests were in attendance. The Pledge of Allegiance was led by **Kaitlin Sissler**, and the 4-H Pledge was led by **Julia Lopez**. Julia did the roll call and secretary's report, and **Olivia Ware** gave the Treasurer's Report. They talked about what the club plans to do for the year, the award ceremony, and Officer Training School. This report was submitted by **Isabella Goins**.

On November 11th the **Dolly Madison 4-H Club** had their meeting at the Extension Office. This month's meeting was on conservation. **Rachel Richardson** did her demonstration on My Dog Marley. The Clover Buds made "habitats" as part of their conservation lesson. Reported by **Eleanor Puster**, club reporter.

## Evergreen 4-H Club 4-H Achievement Night

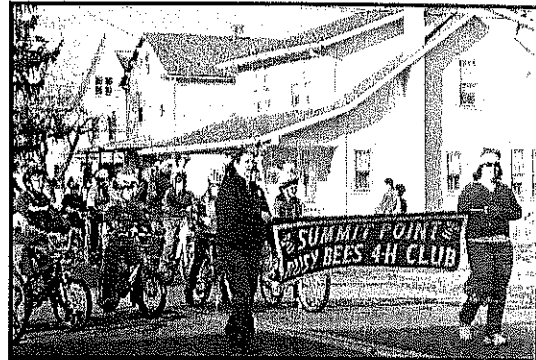
November 10 Report on Evergreen Winners:  
**Katie Wolf** accepted the club book which received a red ribbon, *This is 4-H award: Krista Houser, Cooking award: Madison Adams, Poultry award: Katie Wolf, Rabbit award: Madison Adams, Horse awards: Madison Adams, Amanda Smith and Katie Wolf, Vet Science award: Amanda Smith, Sheep award: Kayla Welsh, Money: Amanda Smith, Tractor: Kayla Welsh, Entomology: Amanda Smith: Big Day Poster contest Senior first place ribbon and in Junior category went to Kayla Welsh, 4-H Helper went to Missy Welsh, 2011 Outstanding 4-H Member went to Katie Wolf – How How Leader recognition for 30 years went to Jeanne DeGrave, Evergreen won a \$25 gift card from Martins Grocery. Pam Smith helped with refreshments afterwards and **Patt Welsh** served on the Achievement Night committee.*

## Jefferson County Christmas Parades



Twelve 4-H Clubs participated in the various Christmas parades that took place throughout the county, to include the Shepherdstown, Charles Town, and Bolivar/Harpers Ferry Christmas parades.

Participating Clubs were: **Evergreen, Shenandoah Shamrocks, Ridge Runners, Middleway Climbers, Summit Point Busy Bees, Country Clovers, Saddle Club, Black Bears, Country Kin, Blue Ridge Mountaineers, Shining Stars, and Bakerton Country Roads 4-H Clubs. A big thanks to all the clubs that participated!**



## Shenandoah Shamrocks 4-H Club Holds "Dinner/Brunch for Two" Drawing Also raffled tickets to two WVU basketball games

Members of the **Shenandoah Shamrocks 4-H Club** sold raffle tickets for "Dinner/Brunch for Two" donated by area restaurants to raise funds for community outreach projects. The club thanks these restaurants for their generous support of this fundraiser – *Awok, Bavarian Inn, Bistro 112, Casa Visone, China Fortune, China Kitchen, Clarion Inn and Conference Center, Devonshire Arms, Dish, Lost Dog Coffee Shop, Maria's Taqueria, Press Room, and Season's Best.*

The club also sold raffle tickets to two West Virginia University (WVU) men's basketball games – the first against Cincinnati on Saturday, January 21, 2012, and the second against Notre Dame on Wednesday, February 8, 2012. The drawings for the restaurant gift certificates and the WVU basketball tickets were held Monday, December 12<sup>th</sup>. The lucky winners will be contacted via telephone or e-mail.

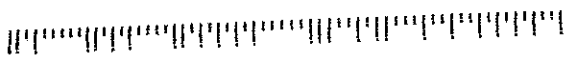
The **Shenandoah Shamrocks 4-H Club** used the funds raised through the sale of raffle tickets to purchase Christmas gifts for two families through the Jefferson County Community Ministries Adopt-a-Family program as well as the design and construction of a Club float in the Charles Town Christmas Parade. The theme of this year's Christmas Parade was "A Season of Giving." The Club's float featured helping hands decorating Christmas trees and showed the Club's support of area charities, including homeless shelters and food banks. The funds raised from the sale of raffle tickets also will be used for cleanup efforts at the Jefferson County Fairgrounds and the Leetown Fish Hatchery/Leetown Science Center and participation in 4-H Club summer camp activities.

The **Shenandoah Shamrocks 4-H Club** meets the second Monday of every month at 7 p.m. at the Wright Denny Intermediate School in Charles Town, WV. The Club's leader, Barbara Dodson, can be contacted at [bdodson1013@frontiernet.net](mailto:bdodson1013@frontiernet.net). The **Shenandoah Shamrocks 4-H Club** wishes everyone the best in the New Year.

Send us your club news: [Shay.McNeil@mail.wvu.edu](mailto:Shay.McNeil@mail.wvu.edu) & [Pat.Bethany@mail.wvu.edu](mailto:Pat.Bethany@mail.wvu.edu)



Please Recycle



2541480250 B004

County Administrator  
P.O. Box 250  
Charles Town, WV 25414

# January & February 4-H Newsletter

Protected Under  
18 U.S.C. 707

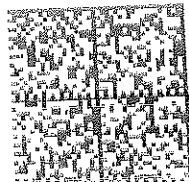


WVU Jefferson County Extension Office  
1948 Wiltshire Rd. Ste. 3  
Kearneysville, WV 25430



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US POSTAGE





# National Watershed Coalition

*The National Watershed Coalition is a nonprofit organization composed of national, regional, state, and local organizations, associations and individuals who advocate using watersheds as the planning and implementation unit when dealing with natural resource problems.*

National Watershed Coalition  
P. O. Box 666  
Chandler, OK 74834  
[www.watershedcoalition.org](http://www.watershedcoalition.org)

#### NWC Officers

Kevin Burns, Chairman  
Michael Hober, Past Chairman  
Charles Easterling, Vice Chairman  
Lou Vee Bridges, Secretary Treasurer  
Dan Sabert, Executive Director

January 2012

## Dear Watershed Friends,

In a year that gave us both record drought and record floods I am sure that you, like me, continue to marvel at the benefits our watershed projects provide. In many areas of my home state of Texas the water in our watershed lakes was critical to the survival of rural communities as well as local farm and ranch operations.



In Oklahoma we saw helicopters fighting wildfires relying on watershed lakes to fill their flying water buckets. In many areas across the country our projects reduced environmental and economic damages from a number of significant flood events. Perhaps experiencing those benefits from your own watershed projects are the reason you are committed to the work of the National Watershed Coalition.

Whatever motivates you to participate in and support the National Watershed Coalition, we thank you!

It is time once again to renew your commitment to watershed work and the goals of the Coalition and the many project sponsors and partners across the country. If you haven't participated in the past, we would welcome you to join us for the coming year.

Your financial support through your annual membership and generous contributions has made a most successful year for the NWC during tough economic times.

With your help our service to project sponsors increased and our training expanded.

With your help we were able to provide educational opportunities for watershed project partners through a series of successful, quality state and national meetings. When a government shut down loomed and budget cutting battles raged you helped ensure that Congress preserved the watershed program and funds when other programs died. Through your support you insisted that the core technical capacity of our federal partners be available in the future.

NWC members helped in so many areas. Our educational efforts with Congress and the Administration, and production of several new publications for 2011 would not have been possible without our member support. Our recent working forum on state and local funding for watershed projects would not have been possible without our membership's participation and financial support.

As proud as I am of these accomplishments and the role you and other members play in our Coalition's success...serious challenges remain. Threats to federal funding, unfinished watershed projects and plans, local economies, and at-risk lives, property and natural resources, are all serious challenges.

The NWC has shown that success is possible, even in tough times. Please join us or renew your commitment today.

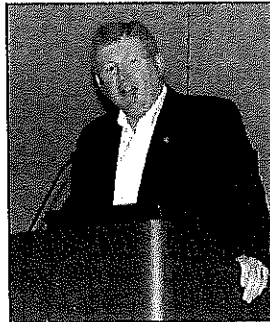
Sincerely,  
Kevin Burns, NWC Chair  
Wise County, Texas

## 2011 Highlights

### 12th National Watershed Conference

More than 160 people from 22 states attended the 12th National Watershed Conference in Oklahoma City, May 15-18, 2011.

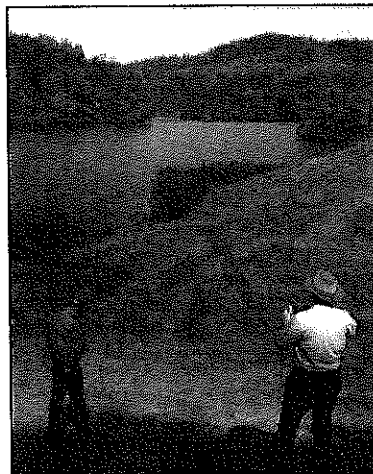
Keynote speakers at the conference included Oklahoma Congressman Frank Lucas (photo), Dave White, Natural Resources Conservation Service Chief and Dr. Ed Knipling, USDA Agriculture Research Service Administrator.



During the conference, NWC introduced a new O&M video; a special ceremony was held to recognize the watershed program as a national historic landmark in agricultural engineering by the American Society of Agricultural and Biological Engineers (ASABE); and a rehabilitation training session was held for NRCS employees and contractors.

### NWC Water Resources Field Study

In October NWC Chair Kevin Burns was the host for an NWC Water Resources Field Study for key NRCS leaders and senior staff for the White House Rural Council. The Northern Virginia country side and Shenandoah Valley served as the back drop for a look at both rural and urban structural and land treatment approaches to water quantity and quality concerns.



Kevin Burns, NWC Chair (left) and James Gore, NRCS Assistant Chief

Virginia watershed sponsors are doing an amazing job and were on hand to share their important perspective on the benefits of the projects and work seen on the landscape.

### White House Rural Council

The field study resulted in a December invitation to address members of the White House Rural Council. Chairman Burns represented the NWC, along with NWC member Clay Pope from the Oklahoma Association of Conservation Districts, as well as NWC Executive Director Dan Sebert and NWC member Bruce Julian.

The group shared local sponsor perspectives on the economic and environmental benefits of your watershed program work with council members. The meeting and the message were well received and the opportunity to meet face to face was informative and educational for all.

NWC is looking forward to additional opportunities to share information and show case watershed program project work with the council in coming months.

### Addressing Local and State Watershed Program Funding Challenges - A Working Forum

Forty-five participants from 10 states attended this forum in Oklahoma City, December 6-7, 2011, to share information and strategies that advance the opportunity for watershed project sponsors to carry out their responsibilities with adequate financial resources.

"We heard excellent examples of how sponsors are obtaining local funding through a variety of avenues



Bob Hilske, Manager, Nemaha NRD (standing)

to carry out operation and maintenance of dams and to meet their 35% share of rehabilitation projects," said Dan Sebert, NWC Executive Director.

A report on this workshop will be posted to the NWC website that will include some of the strategies that have been used by states like Texas, Oklahoma, Mississippi and Missouri to obtain local watershed funds.

## With Your Support in 2012.....

- You will help keep NWC members informed of Congressional activities that could affect project sponsors by supporting the NWC website, Enews, and direct mail.
- You will help us continue to keep USDA-NRCS informed and educated concerning the technical assistance and program support needs of watershed project sponsors.
- You will allow our work with national leaders for approval of new projects, funding for existing projects and funding for rehabilitation of aging dams to continue.
- You will help NWC work with our partners to find ways to address operation and maintenance concerns across the nation.
- You will help NWC provide individual direct assistance to state watershed coalitions as well as state and local governments.

- You will help NWC continue building partnerships with agencies and organizations that share the same goals and objectives.
- You will help publish educational materials on activities important to project sponsors.
- You will help build leadership capacity and volunteer opportunities for watershed project sponsors through NWC sponsored activities.

To learn more about the National Watershed Coalition, view available NWC publications, and keep current on upcoming events visit our website [www.watershedcoalition.org](http://www.watershedcoalition.org)

To receive Watershed E-News, send an email message to [nwcdl@sbcglobal.net](mailto:nwcdl@sbcglobal.net) and type "Subscribe" in the subject box. In the main text box please provide us with your name, address and phone number.

### National Watershed Coalition Membership Application Calendar Year 2012 (January 1- December 31)

First Name	Last Name	
Association / Organization		
Mailing Address		
City	State	Zip
E-Mail Address		
Membership Category	<input type="checkbox"/> Individual - \$25 (US) <input type="checkbox"/> Organization/Association- \$75 (US) <input type="checkbox"/> Steering Committee \ Board of Directors - \$150 min. (US)	
<b>Make checks for appropriate amount to the National Watershed Coalition and mail to:</b> National Watershed Coalition     P. O. Box 556     Chandler, OK. 74834		
For Credit Card Billing:		
<input type="checkbox"/> Visa <input type="checkbox"/> MC <input type="checkbox"/> Discover <input type="checkbox"/> A. Express   Name on card _____		
CC# _____	Ex. Date _____	
Billing Address for Card _____		



National Watershed Coalition  
P. O. Box 556  
Chandler, OK 74834

PRSR STD  
U.S. Postage  
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New Brunswick, NJ  
Permit No. 1

JEFFERSON CO COMM  
PO BOX 250  
CHARLES TOWN WV 25414-0250



*Membership Renewal Form Enclosed*

**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](mailto:engineering@jeffersoncountywv.org)

MEMORANDUM

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

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

DATE: JANUARY 4, 2012

SUBJECT: MIDDLEWAY VOLUNTEER FIRE COMPANY, INC.  
FILE #S11-06

RECEIVED

JAN 17 2012

JEFFERSON COUNTY COMMISSION

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

Middleway Volunteer Fire Company, Inc. (File #S11-06), which is secured by Letter of Credit #314 with Bank of Charles Town, Charles Town, West Virginia in the amount of \$433,664.00.

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

RLG:rfb

# Legislative Lineup

County Commissioners' Legislative Update

Please Distribute To All Commissioners ASAP

Volume 15, Issue 1

January 18, 2012

## The 2012 Legislative Session is Underway!!!

Welcome to the 2012 CCAWV Legislative Lineup. This communication is our attempt to keep you informed about what's going on at the Legislature. CCAWV will send this list of introduced bills for your review each Wednesday evening. It will be faxed to each county, as well as posted to our CCAWV members only list serve.

The 2012 Legislative Session began on Wednesday, January 11, 2012. This is the first weekly legislative update and includes bills introduced in the House and the Senate from January 11th through January 18th that are of interest to counties. In addition to these newly introduced bills, the House has carried over from last year, some 37 pages of bills. You can go to the legislative website at [www.legis.state.wv.us](http://www.legis.state.wv.us) and view the long list of House Carry-over bills. I will pick up any bills from that list that is important to counties, if and when there is action on the bill.

Expect to receive the CCAWV Legislative Lineup, each week on Wednesdays, reporting new bills introduced, and updates of action and movement of bills. The Lineup will be emailed on the listserve, and also faxed to each courthouse. You should be able to click on the blue bill numbers to go to the text of the bill itself.

Remember, the CCAWV Legislative Committee will meet weekly by telephone to discuss bills of county interest. These calls will be held on Thursday afternoon at 4:00 PM, so if you have concerns, make sure you contact your Legislative Committee representatives, listed as follows:

Danny Greathouse, Hancock County, Legislative Chairman  
Cindy Pyles, Mineral County, President  
Tim McCormick, Ohio County, Vice-President  
Don Mason, Marshall County, Executive Committee  
Janice LaRue, Mineral County, Executive Committee  
Pat Boyle, Lewis County, Executive Committee  
Chuck Armentrout, Executive Committee  
Marty Bartz, Brooke County, District 1  
Ron Watson, Harrison County, District 1  
Gary Ellyson, Braxton County, District 2  
J.C. Rafferty, Upshur County, District 2  
Al Halstead, Boone County, District 3  
Gordon Lambert, McDowell County, District 3

As always, if you have questions or concerns, just call (304) 345-4639 or my cell (304) 415-1608.

**Attached are bills of interest to County Commissions introduced January 11-18, 2012...**

## Personalized Bill Tracking List

ccawv2012 - 2012 Regular Session

Bill	Title	SA(Same As)/SI(Similar To)	Last Action	Committee Reference	Notes
<u>SB 8</u>	Creating Creative Communities Development Pilot Program		01/11/12 - To Senate Economic Development	Senate Reference 1 - Economic Development Senate Reference 2 - Finance	
<u>SB 9</u>	Relating to Economic Development Authority's loan criteria for tourism projects		01/11/12 - To Senate Economic Development	Senate Reference 1 - Economic Development Senate Reference 2 - Finance	
<u>SB 11</u>	Increasing number of magistrate court deputy clerks		01/11/12 - To Senate Judiciary	Senate Reference 1 - Judiciary Senate Reference 2 - Finance	
<u>SB 13</u>	Relating to consumers sales and service tax credit for tourism development expansion projects	<u>SA HB 3224</u>	01/11/12 - To Senate Economic Development	Senate Reference 1 - Economic Development Senate Reference 2 - Finance	
<u>SB 18</u>	Increasing number of magistrate court deputy clerks	<u>SI HB 3142</u>	01/11/12 - To Senate Judiciary	Senate Reference 1 - Judiciary Senate Reference 2 - Finance	
<u>SB 21</u>	Authorizing PEIA promulgate rules relating to underwriting requirements for nonstate employer participants		01/11/12 - To Senate Banking and Insurance	Senate Reference 1 - Banking and Insurance Senate Reference 2 - Finance	
<u>SB 23</u>	Requiring filing fee for write-in candidates for public office	<u>SI HB 2417</u>	01/11/12 - To Senate Judiciary	Senate Reference 1 - Judiciary Senate Reference 2 - Finance	
<u>SB 26</u>	Enacting Uniform Real Property Electronic Recording Act	<u>SI HB 2710</u> <u>SI HB 2790</u>	01/11/12 - To Senate Interstate Cooperation	Senate Reference 1 - Interstate Cooperation Senate Reference 2 - Judiciary	

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<u>SB</u> <u>31</u>	Increasing size limit of voting precincts and standard receiving boards		01/11/12 - To Senate Judiciary	Senate Reference 1 - Judiciary Senate Reference 2 - Finance
<u>SB</u> <u>33</u>	Requiring full-time prosecuting attorney devote full time to public duties		01/11/12 - To Senate Government Organization	Senate Reference 1 - Government Organization Senate Reference 2 - Judiciary
<u>SB</u> <u>34</u>	Requiring feasibility study of consolidation of government services and law enforcement for motor carrier industry		01/11/12 - To Senate Government Organization	Senate Reference 1 - Government Organization Senate Reference 2 - Finance
<u>SB</u> <u>35</u>	Regulating pawnbrokers		01/11/12 - To Senate Government Organization	Senate Reference 1 - Government Organization Senate Reference 2 - Finance
<u>SB</u> <u>36</u>	Relating to disclosure requirements for public construction contracts		01/11/12 - To Senate Labor	Senate Reference 1 - Labor Senate Reference 2 - Judiciary
<u>SB</u> <u>42</u>	Creating felony for driving under influence and causing serious bodily injury	<u>SL HB</u> <u>2803</u>	01/11/12 - To Senate Judiciary	Senate Reference 1 - Judiciary
<u>SB</u> <u>45</u>	Requiring prescription for drugs containing certain precursors of methamphetamine	<u>SL HB</u> <u>4023</u>	01/11/12 - To Senate Health and Human Resources	Senate Reference 1 - Health and Human Resources Senate Reference 2 - Judiciary
<u>SB</u> <u>58</u>	Relating to work camps for nonviolent offenders		01/11/12 - To Senate Judiciary	Senate Reference 1 - Judiciary
<u>SB</u> <u>60</u>	Creating felony for driving under influence and causing serious bodily injury	<u>SL HB</u> <u>2670</u> <u>SL HB</u> <u>2803</u>	01/11/12 - To Senate Transportation and Infrastructure	Senate Reference 1 - Transportation and Infrastructure Senate Reference 2 - Judiciary
<u>SB</u> <u>62</u>	Exempting certain motor vehicles from personal property taxation		01/11/12 - To Senate Transportation and Infrastructure	Senate Reference 1 - Transportation and Infrastructure Senate Reference 2 - Finance

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<u>SB</u> <u>66</u>	Limiting certain distribution of public moneys by elected officials		01/11/12 - To Senate Judiciary	Senate Reference 1 - Judiciary Senate Reference 2 - Finance
<u>SB</u> <u>76</u>	Relating to requirements for new facility projects of public agencies and projects receiving state funds	<u>SL HB</u> <u>2024</u>	01/11/12 - To Senate Government Organization	Senate Reference 1 - Government Organization Senate Reference 2 - Finance
<u>SB</u> <u>85</u>	Requiring certain defendants pay incarceration costs		01/11/12 - To Senate Judiciary	Senate Reference 1 - Judiciary Senate Reference 2 - Finance
<u>SB</u> <u>87</u>	Allowing temporary detention of certain criminal suspects	<u>SL HB</u> <u>2466</u>	01/11/12 - To Senate Judiciary	Senate Reference 1 - Judiciary
<u>SB</u> <u>90</u>	Providing method of appraising certain affordable multifamily rental property for ad valorem property taxes	<u>SL HB</u> <u>3156</u>	01/11/12 - To Senate Government Organization	Senate Reference 1 - Government Organization Senate Reference 2 - Finance
<u>SB</u> <u>100</u>	Relating to fees collected by circuit clerks		01/11/12 - To Senate Judiciary	Senate Reference 1 - Judiciary
<u>SB</u> <u>108</u>	Relating to requirements to serve as magistrate		01/11/12 - To Senate Judiciary	Senate Reference 1 - Judiciary
<u>SB</u> <u>116</u>	Exempting certain military members' motor vehicles from personal property taxation		01/11/12 - To Senate Transportation and Infrastructure	Senate Reference 1 - Transportation and Infrastructure Senate Reference 2 - Finance
<u>SB</u> <u>119</u>	Relating to notice and removal of personal property from real property after tax sale		01/11/12 - To Senate Judiciary	Senate Reference 1 - Judiciary
<u>SB</u> <u>123</u>	Requiring equal number of members from each magisterial district on county planning commissions	<u>SL HB</u> <u>2463</u>	01/11/12 - To Senate Government Organization	Senate Reference 1 - Government Organization Senate Reference 2 - Judiciary
<u>SB</u> <u>124</u>	Changing low income qualifier for senior citizens' homestead tax credit		01/11/12 - To Senate Judiciary	Senate Reference 1 - Judiciary Senate Reference 2 - Finance
<u>SB</u> <u>130</u>	Relating to jury selection in felony cases		01/11/12 - To Senate Judiciary	Senate Reference 1 - Judiciary

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<u>SB</u> <u>135</u>	Providing free certified copies of veteran's death certificate	<u>SA HB</u> <u>4038</u>	01/11/12 - To Senate Military	Senate Reference 1 - Military Senate Reference 2 - Finance
<u>SB</u> <u>137</u>	Requiring certain lottery funds be used for public works projects		01/11/12 - To Senate Judiciary	Senate Reference 1 - Judiciary Senate Reference 2 - Finance
<u>SB</u> <u>146</u>	Requiring county commissions change magisterial boundary lines following census		01/11/12 - To Senate Government Organization	Senate Reference 1 - Government Organization Senate Reference 2 - Judiciary
<u>SB</u> <u>149</u>	Requiring law enforcement return forfeited or abandoned firearms to owners		01/11/12 - To Senate Judiciary	Senate Reference 1 - Judiciary Senate Reference 2 - Finance
<u>SB</u> <u>150</u>	Clarifying Consolidated Public Retirement Board's authority to determine public employer contribution rate		01/11/12 - To Senate Pensions	Senate Reference 1 - Pensions Senate Reference 2 - Finance
<u>SB</u> <u>156</u>	Allowing Corrections Commissioner use excess funds to offset operational costs	<u>SA HB</u> <u>4024</u>	01/11/12 - To Senate Government Organization	Senate Reference 1 - Government Organization Senate Reference 2 - Finance
<u>SB</u> <u>167</u>	Dedicating portion of oil and gas severance tax to county of origin		01/11/12 - To Senate Energy, Industry and Mining	Senate Reference 1 - Energy, Industry and Mining Senate Reference 2 - Finance
<u>SB</u> <u>167</u>	Authorizing county officers accept credit card as payment		01/12/12 - To Senate Government Organization	Senate Reference 1 - Government Organization
<u>SB</u> <u>168</u>	Increasing compensation of certain county officials		01/12/12 - To Senate Government Organization	Senate Reference 1 - Government Organization Senate Reference 2 - Finance
<u>SB</u> <u>181</u>	Requiring fire insurance premium invoices indicate additional cost due to lack of local fire service		01/13/12 - To Senate Banking and Insurance	Senate Reference 1 - Banking and Insurance

<u>SB</u> <u>182</u>	Creating West Virginia Future Fund	01/13/12 - To Senate Economic Development	Senate Reference 1 - Economic Development Senate Reference 2 - Finance
<u>SB</u> <u>184</u>	Creating Spay Neuter Assistance Fund	01/13/12 - To Senate Agriculture	Senate Reference 1 - Agriculture Senate Reference 2 - Finance
<u>SB</u> <u>190</u>	Limiting amount property appraisal can increase; excepting natural resources property	01/16/12 - To Senate Finance	Senate Reference 1 - Finance
<u>SB</u> <u>199</u>	Reapportioning congressional districts	01/16/12 - To Senate Select Committee on Redistricting	Senate Reference 1 - Banking and Insurance Senate Reference 2 - Select Committee on Redistricting
<u>SB</u> <u>200</u>	Extending deadline for elimination of timber severance tax	01/16/12 - To Senate Energy, Industry and Mining	Senate Reference 1 - Energy, Industry and Mining Senate Reference 2 - Finance
<u>SB</u> <u>201</u>	Creating Unintentional Pharmaceutical Drug Overdose Fatality Review Team	01/16/12 - To Senate Health and Human Resources	Senate Reference 1 - Health and Human Resources
<u>SB</u> <u>206</u>	Designating certain property as qualified capital addition to manufacturing facilities	01/17/12 - To Senate Economic Development	Senate Reference 1 - Economic Development Senate Reference 2 - Finance
<u>SB</u> <u>207</u>	Extending moratorium on timber severance and business privilege tax	01/17/12 - To Senate Natural Resources	Senate Reference 1 - Natural Resources Senate Reference 2 - Finance
<u>SB</u> <u>208</u>	Repealing Telecommunications Tax Act	01/17/12 - To Senate Transportation and Infrastructure	Senate Reference 1 - Transportation and Infrastructure Senate Reference 2 - Finance
<u>SB</u> <u>211</u>	Creating secondary traffic offense for texting or using wireless communication device while driving	01/17/12 - To Senate Transportation and Infrastructure	Senate Reference 1 - Transportation and Infrastructure Senate Reference 2 - Judiciary

<u>SB</u> <u>213</u>	Authorizing State Fire Commission establish volunteer firefighter training requirements	01/17/12 - To Senate Government Organization	Senate Reference 1 - Government Organization
<u>SB</u> <u>225</u>	Reapportioning congressional districts	01/17/12 - To Senate Select Committee on Redistricting	Senate Reference 1 - Select Committee on Redistricting
<u>SB</u> <u>239</u>	Authorizing CPRB promulgate legislative rule relating to PERS	01/18/12 - To House Pensions then Finance then Judiciary	Senate Reference 1 - Pensions Senate Reference 2 - Finance Senate Reference 3 - Judiciary
<u>SB</u> <u>243</u>	Authorizing Courthouse Facilities Improvement Authority promulgate legislative rule relating to Courthouse Facilities Improvement Fund	01/18/12 - To House Government Organization then Judiciary	Senate Reference 1 - Government Organization Senate Reference 2 - Judiciary
<u>SB</u> <u>261</u>	Authorizing Development Office promulgate legislative rule relating to use of coalbed methane severance tax proceeds	01/18/12 - To House Economic Development then Finance then Judiciary	Senate Reference 1 - Economic Development Senate Reference 2 - Finance Senate Reference 3 - Judiciary
<u>SB</u> <u>317</u>	Authorizing Secretary of State promulgate legislative rule relating to Vote-by-Mail Pilot Project Phase 2: Voting by Mail	01/18/12 - To House Judiciary	Senate Reference 1 - Judiciary
<u>SB</u> <u>332</u>	Relating to registration of pawnbrokers	01/18/12 - To House Government Organization then Finance	Senate Reference 1 - Government Organization Senate Reference 2 - Finance
<u>SB</u> <u>343</u>	Providing volunteer and part-volunteer fire departments grace period to meet eligibility for certain funds allocation	01/18/12 - To House Government Organization then Finance	Senate Reference 1 - Government Organization Senate Reference 2 - Finance
<u>HB</u> <u>4009</u>	Adding one family court judge to the twenty-third family court circuit	<u>SLSB 83</u> 01/12/12 - To House House Judiciary	House Reference 1 - Judiciary House Reference 2 - Finance
<u>HB</u> <u>4021</u>	Relating to emergency powers of the Secretary of State	01/12/12 - To House House Judiciary	House Reference 1 - Judiciary

<b><u>HB</u></b> <b><u>4024</u></b>	Allowing the Commissioner of Corrections to use excess funds from the Correctional Industries account for certain operational costs	<b><u>SA SB</u></b> <b><u>156</u></b>	01/12/12 - To House House Judiciary	House Reference 1 - Judiciary House Reference 2 - Finance
<b><u>HB</u></b> <b><u>4028</u></b>	Authorizing the temporary suspension of certification of emergency medical service personnel or licensure of emergency medical service agencies without a hearing or prior notice if there is probable cause		01/12/12 - To House House Health and Human Resources	House Reference 1 - Health and Human Resources House Reference 2 - Judiciary
<b><u>HB</u></b> <b><u>4029</u></b>	Relating to training requirements of certain members of volunteer fire departments		01/12/12 - To House House Judiciary	House Reference 1 - Judiciary House Reference 2 - Finance
<b><u>HB</u></b> <b><u>4030</u></b>	Prioritizing the payment of fees, costs, bonds, fines or other sums charged or assessed in magistrate courts in civil and criminal matters		01/12/12 - To House House Judiciary	House Reference 1 - Judiciary House Reference 2 - Finance
<b><u>HB</u></b> <b><u>4031</u></b>	Requiring kindergarten programs be provided for children who have attained the age of five prior to the August 1 school year		01/12/12 - To House House Education	House Reference 1 - Education House Reference 2 - Finance
<b><u>HB</u></b> <b><u>4044</u></b>	Energy Efficient Building Act	<b><u>SL SB 15</u></b>	01/12/12 - To House House Finance	House Reference 1 - Finance
<b><u>HB</u></b> <b><u>4050</u></b>	Adding penalties for driving under the influence of alcohol		01/13/12 - To House House Roads and Transportation	House Reference 1 - Roads and Transportation House Reference 2 - Judiciary
<b><u>HB</u></b> <b><u>4061</u></b>	Expediting the construction of a new one thousand two hundred bed correctional facility by the Division of Corrections	<b><u>SA SB</u></b> <b><u>177</u></b>	01/13/12 - To House House Judiciary	House Reference 1 - Judiciary
<b><u>HB</u></b> <b><u>4063</u></b>	Relating to civil service commissions in political subdivisions		01/13/12 - To House House Political Subdivisions	House Reference 1 - Political Subdivisions House Reference 2 - Judiciary
<b><u>HB</u></b> <b><u>4068</u></b>	Providing that antique motor vehicles be valued at their salvage value for personal property tax purposes		01/13/12 - To House House Roads and Transportation	House Reference 1 - Roads and Transportation House Reference 2 - Finance

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**HB**  
**4074** Giving bicycle, pedestrian and transit ways full consideration in the planning and development and redevelopment of state roads, railways and waterways

01/13/12 - To House  
House Roads and  
Transportation

House Reference 1 -  
Roads and  
Transportation  
House Reference 2 -  
Finance

**HB**  
**4086** Designating certain property as a qualified capital addition to a manufacturing facility

01/17/12 - To House  
House Energy,  
Industry and Labor,  
Economic  
Development and  
Small Business

House Reference 1 -  
Energy, Industry and  
Labor, Economic  
Development and  
Small Business  
House Reference 2 -  
Finance

**HB**  
**4087** Continuing the discontinuance of the severance and business privilege tax on the privilege of severing timber

01/17/12 - To House  
House Finance

House Reference 1 -  
Finance

**HB**  
**4088** Repealing the West Virginia telecommunications tax

01/17/12 - To House  
House Finance

House Reference 1 -  
Finance

**HB**  
**4091** Establishing the offense of operating a motor vehicle while sending or reading a text message

01/17/12 - To House  
House Roads and  
Transportation

House Reference 1 -  
Roads and  
Transportation  
House Reference 2 -  
Judiciary

**HB**  
**4094** Eliminating the timber severance tax for an additional three years

01/17/12 - To House  
House Finance

House Reference 1 -  
Finance

**HB**  
**4105** Establishing criminal penalties for the disruption of emergency communications by theft of equipment

01/18/12 - To House  
Government  
Organization then  
Judiciary

House Reference 1 -  
Government  
Organization  
House Reference 2 -  
Judiciary

**HB**  
**4106** Relating to the registration of pawnbrokers

01/18/12 - To House  
Government  
Organization then  
Judiciary

House Reference 1 -  
Government  
Organization  
House Reference 2 -  
Judiciary

**HB**  
**4107** Relating to volunteer firefighter training

01/18/12 - To House  
Government  
Organization

House Reference 1 -  
Government  
Organization

**HB**  
**4113** Relating to the Municipal Home Rule Pilot Program

01/18/12 - To House  
Political Subdivisions  
then Judiciary

House Reference 1 -  
Political Subdivisions  
House Reference 2 -  
Judiciary

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HB  
4114 Providing a grace period for volunteer fire companies or departments to comply with submission of data in order to meet eligibility requirements to receive allocations from municipal pensions and protection fund

01/18/12 - To House Pensions and Retirement then Finance

House Reference 1 - Pensions and Retirement  
House Reference 2 - Finance

HB  
4117 Redistributing an existing excise tax paid upon the transfer of real property

01/18/12 - To House Judiciary then Finance

House Reference 1 - Judiciary  
House Reference 2 - Finance

HB  
4123 Relating to the Public Safety and Offender Accountability Act

01/18/12 - To House Judiciary then Finance

House Reference 1 - Judiciary  
House Reference 2 - Finance

## Personalized Bill Tracking List

West Virginia Legislature							
Senate	House	Joint	Bill Status	WV Code	Audits/ Reports	Educational	Contact

## Personalized Bill Tracking List

SJR2012 - 2012 Regular Session					
Bill	Title	SA(Same As)/ SI(Similar To)	Last Action	Committee Reference	Notes
<b>SJR 1 (None)</b>	Proposing constitutional amendment designated Homestead Exemption Increase Amendment		01/11/12 - To Senate Judiciary	Senate Reference 1 - Judiciary Senate Reference 2 - Finance	
<b>SJR 3 (None)</b>	Proposing constitutional amendment designated Homestead Exemption Increase Amendment		01/11/12 - To Senate Judiciary	Senate Reference 1 - Judiciary Senate Reference 2 - Finance	
<b>SJR 4 (None)</b>	Proposing constitutional amendment designated Initiative, Referendum and Recall Amendment		01/11/12 - To Senate Judiciary	Senate Reference 1 - Judiciary Senate Reference 2 - Finance	
<b>SJR 6 (None)</b>	Proposing constitutional amendment designated Homestead Exemption Calculation Amendment		01/11/12 - To Senate Judiciary	Senate Reference 1 - Judiciary Senate Reference 2 - Finance	

## Personalized Bill Tracking List

West Virginia Legislature							
Senate	House	Joint	Bill Status	WV Code	Audits/ Reports	Educational	Contact

## Personalized Bill Tracking List

HJR2012 - 2012 Regular Session					
Bill	Title	SA(Same As)/ SI(Similar To)	Last Action	Committee Reference	Notes
HJR 4 (None)	Homestead Increase Amendment		01/11/12 - To House Constitutional Revision	House Reference 1 - Constitutional Revision House Reference 2 - Judiciary	
HJR 5 (None)	Disabled Veterans Homestead Exemption Amendment		01/11/12 - To House Constitutional Revision	House Reference 1 - Constitutional Revision House Reference 2 - Judiciary	
HJR 6 (None)	Reformation of County Commission Elections Amendment		01/11/12 - To House Constitutional Revision	House Reference 1 - Constitutional Revision House Reference 2 - Judiciary	
HJR 9 (None)	Homestead Exemption Increase Amendment		01/11/12 - To House Constitutional Revision	House Reference 1 - Constitutional Revision House Reference 2 - Judiciary	
HJR 11 (None)	Increase of the General Homestead Exemption Amendment		01/11/12 - To House Constitutional Revision	House Reference 1 - Constitutional Revision House Reference 2 -	

Personalized Bill Tracking List

				Finance	
<b>HJR 13 (None)</b>	Homestead Exemption Increase Amendment		01/11/12 - To House Constitutional Revision	House Reference 1 - Constitutional Revision House Reference 2 - Finance	
<b>HJR 17 (None)</b>	Homestead Exemption Increase Amendment		01/11/12 - To House Constitutional Revision	House Reference 1 - Constitutional Revision House Reference 2 - Finance	
<b>HJR 21 (None)</b>	Homestead Exemption Calculation Amendment		01/11/12 - To House Constitutional Revision	House Reference 1 - Constitutional Revision House Reference 2 - Finance	
<b>HJR 22 (None)</b>	Super-Majority Required for Passage of Tax Bill Amendment		01/11/12 - To House Constitutional Revision	House Reference 1 - Constitutional Revision House Reference 2 - Finance	
<b>HJR 26 (None)</b>	Super-Majority Required for Passage of Tax Bill Amendment		01/11/12 - To House Constitutional Revision	House Reference 1 - Constitutional Revision House Reference 2 - Finance	
<b>HJR 27 (None)</b>	Initiative, Referendum and Recall Amendment		01/11/12 - To House Constitutional Revision	House Reference 1 - Constitutional Revision House Reference 2 - Judiciary	

## Personalized Bill Tracking List

<b>HJR 28 (None)</b>	Repeal of Sheriffs Amendment		01/11/12 - To House Constitutional Revision	House Reference 1 - Constitutional Revision House Reference 2 - Judiciary	
<b>HJR 31 (None)</b>	Homestead Exemption Increase Amendment		01/11/12 - To House Constitutional Revision	House Reference 1 - Constitutional Revision House Reference 2 - Finance	
<b>HJR 33 (None)</b>	Homestead Exemption Increase Amendment		01/11/12 - To House Constitutional Revision	House Reference 1 - Constitutional Revision House Reference 2 - Finance	
<b>HJR 34 (None)</b>	Tangible Personal Property Tax Exemption and Rate Reduction Amendment		01/11/12 - To House Constitutional Revision	House Reference 1 - Constitutional Revision House Reference 2 - Finance	
<b>HJR 35 (None)</b>	Manufacturing Inventory Amendment		01/11/12 - To House Constitutional Revision	House Reference 1 - Constitutional Revision House Reference 2 - Finance	
<b>HJR 36 (None)</b>	Homestead Exemption Increase Amendment		01/11/12 - To House Constitutional Revision	House Reference 1 - Constitutional Revision House Reference 2 - Judiciary	
<b>HJR 39 (None)</b>	Homestead Exemption Increase Amendment		01/11/12 - To House Constitutional	House Reference 1 - Constitutional	

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### Personalized Bill Tracking List

			Revision	Revision House Reference 2 - Finance	

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

**F. Mark Schiavone**  
**Director**  
**Impact Fee Coordinator**

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

**MEMORANDUM**

TO: Jefferson County Commission  
FROM: F. Mark Schiavone *ms*  
DATE: Monday, January 09, 2012  
SUBJECT: Conference President: Growth and Infrastructure Consortium Atlanta  
Georgia Meetings – 7-9 November 2012.

Commissioners,

At the 09 January 2012 Board Meeting for the Growth and Infrastructure Consortium I was elected to serve as the Conference President for the upcoming 2012 meeting. This meeting is scheduled to take place in Atlanta Georgia from 7-9 November. The attendance at these annual meetings has, in past years, been increasing and the Board of Directors is hopeful that our Atlanta meeting will continue this trend.

Although the conference theme has yet to be decided, the past few years our annual meetings have focused on how to fund critical infrastructure projects during an economic downturn. We generally attract speakers knowledgeable on subjects ranging from impact fees, special tax districts, public bonds, and most recently public-private partnerships. With a good mix of consultants, fee practitioners, chief financial officers, city managers, county executives, planners, and lawyers the Growth and Infrastructure Consortium annual meetings have been productive and represent a broad cross section of the public and private sector components responsible for the planning and financial management of public infrastructure projects.

**WEST VIRGINIA LOTTERY  
WEEKLY SETTLEMENT FOR CHARLES TOWN**

Week Ending Date	Week Ending January 14, 2012
<b>To be Deposited on:</b>	January 23, 2012
Amount Played	72,314,888.49
Amount Won	65,302,159.43
Amount Promo	190,064.00
MWAP Contribution	<u>5,312.43</u>
<b>Adjusted Gross Terminal Revenue</b>	<b><u>6,817,352.63</u></b>
Administrative Costs @ 4%	0.00
Excess Lottery Fund @ 4%	272,694.10
<b>Net Terminal Revenue</b>	<b><u>6,544,658.53</u></b>
Surcharge @ 10%	654,465.86
State Share Excess @ 58%	379,590.20
Track Share of Capital Reinvestment @ 42%	274,875.66
Track Share of Capital Reinvestment @ 42% - 96%	\$ 263,880.63
Track Share of Capital Reinvestment @ 42% - 4%	\$ 10,995.03
<b>Adjusted Net Terminal Revenue</b>	<b><u>5,890,192.67</u></b>
Racetrack @ 46.50% / 42%	2,473,880.92
Lottery Fund @ 30% / 0%	0.00
Excess Lottery Fund @ 0% / 41%	2,414,979.03
Race Track Purses @ 7% / 14% / 8%	471,215.41
Workers' Compensation Debt Reduction @ 7% / 0%	0.00
Employee Pension Fund @ 1% / .5%	29,450.96
Greyhound Development @ .75%	44,176.45
Thoroughbred Development @ .75%	44,176.45
Racing Commission @ 1%	58,901.92
County/Municipality @ 2%	117,803.84
<b>3% Funds:</b>	
Tourism Promotion Fund @ 1.375%	80,990.15
Development Office Promotion Fund @ .375%	22,088.22
Research Challenge Fund @ .5%	29,450.96
Capitol Renovation and Improvement Fund @ .6875%	40,495.07
2004 Capitol Complex Parking Garage Fund @ .0625%	3,681.37
<b>1% Funds:</b>	
State Capitol Complex Parking Garage @ 1%	0.00
Cultural Facilities and Capitol Resources @ .5%	0.00
Capitol Dome and Capitol Improvements @ .5% / 1%	<u>58,901.92</u>
	<b><u>5,890,192.67</u></b>

**WEST VIRGINIA LOTTERY**  
**First Benchmark**  
**Charles Town**  
**County / City Split**  
**Fiscal Year 2012**

Charles Town  
 1999 Net Terminal Revenue      \$    45,603,174  
 Benchmark Goal @ 2%            \$    912,063.48

DATE	2% OF ADJ. NET REVENUE	TO JEFFERSON COUNTY	TO FIVE CITIES	BOLIVAR 8.19%	CHARLES TOWN 41.20%	HARPERS FERRY 2.24%	RANSON 34.78%	SHEPHERDS TOWN 13.59%
2 days ending: 7/1/2011 - 7/2/2011	\$ 69,824.12	\$ 69,824.12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Week Ending:								
07/09/11	\$ 171,717.28	\$ 171,717.28	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
07/16/11	\$ 143,019.52	\$ 143,019.52	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
07/23/11	\$ 146,508.00	\$ 146,508.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
07/30/11	\$ 144,510.28	\$ 144,510.28	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/06/11	\$ 151,495.28	\$ 151,495.28	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/13/11	\$ 149,711.80	\$ 117,350.38	\$ 32,361.42	\$ 2,650.40	\$ 13,332.90	\$ 724.90	\$ 11,255.30	\$ 4,397.92
08/20/11	\$ 143,228.24	\$ 71,614.12	\$ 71,614.12	\$ 5,865.20	\$ 29,505.01	\$ 1,604.16	\$ 24,907.39	\$ 9,732.36
08/27/11	\$ 126,864.28	\$ 63,432.14	\$ 63,432.14	\$ 5,195.09	\$ 26,134.04	\$ 1,420.88	\$ 22,061.70	\$ 8,620.43
09/03/11	\$ 161,675.52	\$ 80,837.76	\$ 80,837.76	\$ 6,620.61	\$ 33,305.16	\$ 1,810.77	\$ 28,115.37	\$ 10,985.85
09/10/11	\$ 169,691.60	\$ 84,845.80	\$ 84,845.80	\$ 6,948.87	\$ 34,956.47	\$ 1,900.55	\$ 29,509.37	\$ 11,530.54
09/17/11	\$ 133,497.24	\$ 66,748.62	\$ 66,748.62	\$ 5,466.71	\$ 27,500.43	\$ 1,495.17	\$ 23,215.17	\$ 9,071.14
09/24/11	\$ 137,859.60	\$ 68,929.60	\$ 68,929.60	\$ 5,645.35	\$ 28,399.08	\$ 1,544.03	\$ 23,973.78	\$ 9,367.56
10/01/11	\$ 137,743.28	\$ 68,871.64	\$ 68,871.64	\$ 5,640.59	\$ 28,375.12	\$ 1,542.72	\$ 23,953.55	\$ 9,359.66
10/08/11	\$ 141,733.80	\$ 70,866.90	\$ 70,866.90	\$ 5,804.00	\$ 29,197.16	\$ 1,587.42	\$ 24,647.51	\$ 9,630.81
10/15/11	\$ 150,525.32	\$ 75,262.66	\$ 75,262.66	\$ 6,164.01	\$ 31,008.22	\$ 1,685.88	\$ 26,176.35	\$ 10,228.20
10/22/11	\$ 137,515.44	\$ 68,757.72	\$ 68,757.72	\$ 5,631.26	\$ 28,328.18	\$ 1,540.17	\$ 23,913.94	\$ 9,344.17
10/29/11	\$ 121,015.96	\$ 60,507.98	\$ 60,507.98	\$ 4,955.60	\$ 24,929.29	\$ 1,355.38	\$ 21,044.68	\$ 8,223.03
11/05/11	\$ 141,347.76	\$ 70,673.88	\$ 70,673.88	\$ 5,788.19	\$ 29,117.64	\$ 1,583.09	\$ 24,580.38	\$ 9,604.58
11/12/11	\$ 135,254.20	\$ 67,627.10	\$ 67,627.10	\$ 5,538.66	\$ 27,862.36	\$ 1,514.85	\$ 23,520.71	\$ 9,190.52
11/19/11	\$ 121,381.20	\$ 60,690.60	\$ 60,690.60	\$ 4,970.56	\$ 25,004.53	\$ 1,359.47	\$ 21,108.19	\$ 8,247.85
11/26/11	\$ 148,281.08	\$ 74,140.54	\$ 74,140.54	\$ 6,072.11	\$ 30,545.90	\$ 1,660.75	\$ 25,786.08	\$ 10,075.70
12/03/11	\$ 118,859.88	\$ 59,429.94	\$ 59,429.94	\$ 4,867.31	\$ 24,485.14	\$ 1,331.23	\$ 20,689.73	\$ 8,076.53
12/10/11	\$ 102,790.88	\$ 51,395.44	\$ 51,395.44	\$ 4,209.29	\$ 21,174.92	\$ 1,151.26	\$ 17,875.33	\$ 6,984.64
12/17/11	\$ 111,962.64	\$ 55,981.32	\$ 55,981.32	\$ 4,584.87	\$ 23,064.31	\$ 1,253.98	\$ 19,470.30	\$ 7,607.86
12/24/11	\$ 108,497.24	\$ 54,248.62	\$ 54,248.62	\$ 4,442.96	\$ 22,350.43	\$ 1,215.17	\$ 18,867.67	\$ 7,372.39
12/31/11	\$ 189,322.00	\$ 94,661.00	\$ 94,661.00	\$ 7,752.74	\$ 39,000.32	\$ 2,120.41	\$ 32,923.10	\$ 12,864.43
01/07/12	\$ 149,726.80	\$ 74,863.40	\$ 74,863.40	\$ 6,131.31	\$ 30,843.72	\$ 1,676.94	\$ 26,037.49	\$ 10,173.94
01/14/12	\$ 117,803.64	\$ 58,901.92	\$ 58,901.92	\$ 4,824.07	\$ 24,267.59	\$ 1,319.40	\$ 20,486.09	\$ 8,004.77
<b>Subtotal</b>	<b>\$ 3,983,364.08</b>	<b>\$ 2,447,713.76</b>	<b>\$ 1,535,650.32</b>	<b>\$ 125,769.76</b>	<b>\$ 632,667.92</b>	<b>\$ 34,398.58</b>	<b>\$ 534,099.18</b>	<b>\$ 208,694.88</b>

Benchmark Goal @ 2%      \$    912,063.48

Remainder until 1% / 1% Split      \$            -

VIDEO LOTTERY REPORT

FY 2009		FY 2010		FY 2011		FY 2012	
Date	Amount	Date	Amount	Date	Amount	Date	Amount
7/5/2008 *	169,912.56	7/4/2009 *	128,262.42	7/3/2010	115,402.58	7/1-2/2011	69,824.12
7/12/2008	176,592.38	7/11/2009	168,815.08	7/10/2010	205,731.64	7/9/2011	171,717.28
7/19/2008	160,344.08	7/18/2009	160,652.98	7/17/2010	161,386.76	7/16/2011	143,019.52
7/26/2008	162,982.74	7/25/2009	158,869.08	7/24/2010	160,368.28	7/23/2011	146,508.00
8/2/2008	178,171.04	8/1/2009	174,493.08	7/31/2010	157,802.08	7/30/2011	144,510.28
8/9/2008	123,538.04	8/8/2009	138,408.80	8/7/2010	136,494.98	8/6/2011	151,495.28
8/16/2008	82,482.89	8/15/2009	81,222.14	8/14/2010	78,376.68	8/13/2011	117,350.38
8/23/2008	76,426.18	8/22/2009	76,260.31	8/21/2010	76,199.02	8/20/2011	71,614.12
8/30/2008	89,459.86	8/29/2009	80,472.92	8/28/2010	72,460.03	8/27/2011	63,432.14
9/6/2008	91,644.46	9/5/2009	80,798.15	9/4/2010	76,362.84	9/3/2011	80,837.76
9/13/2008	79,729.93	9/12/2009	86,286.92	9/11/2010	82,969.36	9/10/2011	84,845.80
9/20/2008	71,269.36	9/19/2009	70,010.15	9/18/2010	67,638.78	9/17/2011	66,748.62
9/27/2008	79,735.73	9/26/2009	69,316.87	9/25/2010	70,435.06	9/24/2011	68,929.80
10/4/2008	75,186.22	10/3/2009	72,286.04	10/2/2010	71,013.86	10/1/2011	68,871.64
10/11/2008	77,139.04	10/10/2009	69,650.63	10/9/2010	69,311.50	10/8/2011	70,866.90
10/18/2008	80,668.26	10/17/2009	73,560.21	10/16/2010	75,234.62	10/15/2011	75,262.66
10/25/2008	64,379.44	10/24/2009	67,581.66	10/23/2010	70,290.80	10/22/2011	68,757.72
11/1/2008	68,352.42	10/31/2009	64,528.30	10/30/2010	65,615.04	10/29/2011	60,507.98
11/8/2008	70,823.02	11/7/2009	63,741.59	11/6/2010	61,337.62	11/5/2011	70,673.88
11/15/2008	65,565.50	11/14/2009	65,959.64	11/13/2010	64,595.28	11/12/2011	67,627.10
11/22/2008	63,883.80	11/21/2009	59,547.05	11/20/2010	56,010.08	11/19/2011	60,690.60
11/29/2008	69,850.12	11/28/2009	72,399.98	11/27/2010	71,170.90	11/26/2011	74,140.54
12/6/2008	55,696.68	12/5/2009	51,006.51	12/4/2010	53,215.08	12/3/2011	59,429.94
12/13/2008	60,178.04	12/12/2009	52,460.58	12/11/2010	46,944.00	12/10/2011	51,395.44
12/20/2008	52,189.19	12/19/2009	32,834.39	12/18/2010	42,076.76	12/17/2011	55,981.32
12/27/2008	72,205.91	12/26/2009	53,406.34	12/25/2010	50,450.28	12/24/2011	54,248.62
1/3/2009	96,504.65	1/2/2010	92,980.40	1/1/2011	85,152.12	12/31/2011	94,661.00
1/10/2009	53,286.62	1/9/2010	55,020.46	1/8/2011	54,301.30	1/7/2012	74,863.40

1/17/2009	56,068.87	1/16/2010	60,551.28	1/15/2011	54,005.90	1/14/2012	58,901.92
1/24/2009	71,474.63	1/23/2010	69,943.53	1/22/2011	60,924.74		
1/31/2009	61,089.80	1/30/2010	48,527.75	1/29/2011	48,036.94		
2/7/2009	83,539.63	2/6/2010	37,155.14	2/5/2011	60,777.44		
2/14/2009	76,054.44	2/13/2010	44,334.00	2/12/2011	67,471.84		
2/21/2009	91,838.41	2/20/2010	76,946.12	2/19/2011	72,018.54		
2/28/2009	80,806.88	2/27/2010	72,024.40	2/26/2011	75,544.02		
3/7/2009	48,837.13	3/6/2010	76,936.85	3/5/2011	74,535.34		
3/14/2009	96,025.39	3/13/2010	71,007.37	3/12/2011	66,979.48		
3/21/2009	79,002.82	3/20/2010	74,335.38	3/19/2011	73,113.26		
3/28/2009	79,250.83	3/27/2010	69,941.88	3/26/2011	68,490.80		
4/4/2009	75,968.30	4/3/2010	70,636.28	4/2/2011	70,846.58		
4/11/2009	75,964.94	4/10/2010	69,692.79	4/9/2011	67,076.78		
4/18/2009	80,598.22	4/17/2010	69,335.92	4/16/2011	64,698.56		
4/25/2009	75,571.46	4/24/2010	68,714.11	4/23/2011	67,674.14		
5/2/2009	73,957.05	5/1/2010	68,799.06	4/30/2011	66,807.50		
5/9/2009	76,697.22	5/8/2010	67,403.54	5/7/2011	66,379.74		
5/16/2009	71,925.70	5/15/2010	70,186.32	5/14/2011	66,699.76		
5/23/2009	81,395.43	5/22/2010	64,695.71	5/21/2011	63,210.44		
5/30/2009	82,161.55	5/29/2010	67,157.40	5/28/2011	64,724.06		
6/6/2009	74,895.74	6/5/2010	77,371.80	6/4/2011	74,952.34		
6/13/2009	67,327.23	6/12/2010	66,106.29	6/11/2011	62,203.12		
6/20/2009	75,500.53	6/19/2010	64,888.48	6/18/2011	61,200.76		
6/27/2009	67,354.10	6/26/2010	63,950.29	6/25/2011	65,470.44		
6/30/2009 ***	32,059.58	6/30/2010	29,667.19	6/30/2011	34,351.16		
<b>TOTALS 4403564.04</b>			<b>4041141.56</b>	<b>4016541.01</b>	<b>2447713.76</b>		

Table Game Revenue  
FY 2011

Date	Amount
July/August, 2010	154,185.68
September, 2010	94,247.84
October, 2010	105,903.60
November, 2010	108,717.67
December, 2010	118,721.11
January, 2011	106,189.21
February, 2011	105,776.45
March, 2011	120,927.10
April, 2011	130,654.61
May, 2011	130,492.02
June, 2011	121,576.41
July, 2011	141,718.01
August, 2011	137,473.92
September, 2011	110,375.25
October, 2011	124,273.94
November, 2011	121,118.87
December, 2011	140,509.93
	<u>2072861.62</u>