

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, APRIL 30, 2015
9:30 A.M.

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

CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

- April 16, 2015 Regular Meeting
- April 21, 2015 Special Session - Lay the Levy

APPROVAL OF ACCOUNTS PAYABLE

- April 23, 2015
- April 30, 2015

APPROVAL OF MANUAL CHECKS

- April 23, 2015
- April 30, 2015

PAYROLL APPROVAL

- April 23, 2015

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

1. 9:45 a.m. Jennifer Myers, Jefferson County Parks and Recreation Commission
- Request for monetary match to construct walking trail at James Hite park
as part of Phase I Development - Discussion/Action

2. 10:00 a.m. Interviews and appointment to the Jefferson County Development Authority Board of Directors - One unexpired term ending April 5, 2017 - Discussion/Action
3. 10:15 a.m. Christopher P. Stroeck, Esquire
- Requesting a Letter of Endorsement for the WVABCA Permit for the All Good Festival - Discussion/Action
4. 10:30 a.m. Roger Goodwin, Chief County Engineer
- Authorize the Engineering staff to take the necessary action to hire a part time/full time building inspector - Possible Executive Session may be necessary to discuss the specifics of this issue since this is a personnel matter - Discussion/Action
5. 10:45 a.m. **BREAK**
6. 11:00 a.m. Lynn Fields, Probate Office
- Schedule a date and time for a hearing for the Petition to Resign and for Appointment of Alternate Administrator in the Estate of Victoria Stambaugh- Discussion/Action
7. 11:15 a.m. John Reisenweber, Jefferson County Development Authority
- Permission to fill Program Manager position vacancy - Discussion/Action
8. 11:30 a.m. Tim Stanton, Finance Director
- Review of Highmark Medical Insurance Renewal Options and Selection of Plan for FY16 - Discussion/Action
- Review of Delta Dental Renewal for FY16 - Discussion/Action
- Review of Vision Insurance Renewal Options and Selection of Plan for FY16 - Discussion/Action
- Review of Cash
- Review of Budget to Actual as of March 31, 2015
- Approval of Budget Revision - Discussion/Action

NEW BUSINESS

9. Draft Mass Gathering Ordinance - Discussion/Action (JT)
10. Appointment to the Partnership for Affordable Housing Board of Directors as a County Commission representative - Discussion/Action

COUNTY ADMINISTRATOR REPORTS

- Update on the implementation of \$500.00 pay raise for next fiscal year - Discussion/Action
- Review of Job Description of Finance Director - Discussion/Action
- Review of Job Description of Deputy County Administrator - Discussion/Action
- Discuss the Road Summit and Legislative Summit - Save the Date - Discussion/Action
- Space Needs - Discussion/Action

COUNTY COMMISSION REPORTS

11. ADJOURN

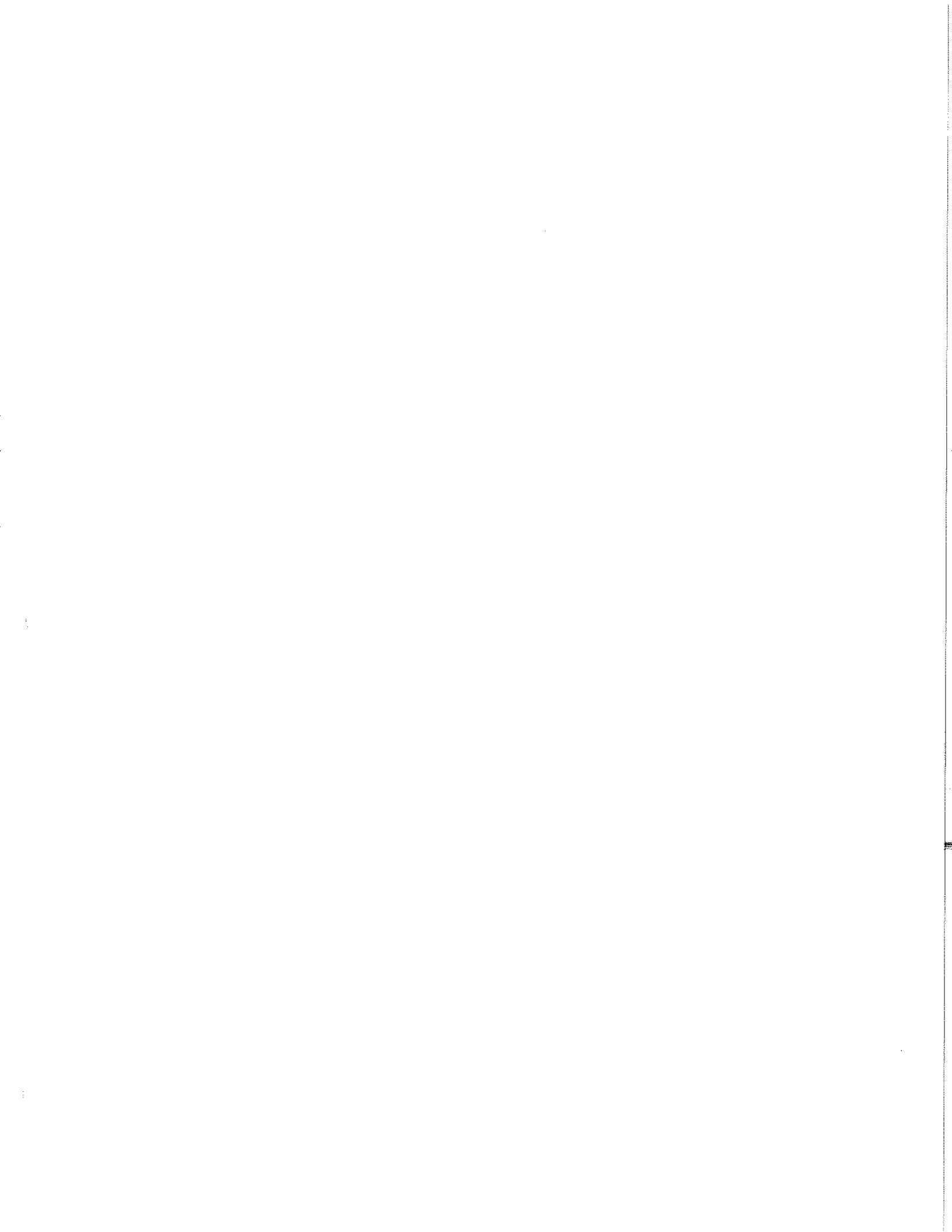
CORRESPONDENCE/INFORMATION

Notice of Dedication of Exhibit at Veterans' Memorial at the Harpers Ferry Middle School.

WV Lottery Weekly Settlement for Charles Town - week ending April 11, 2015.

WV Lottery Weekly Settlement for Charles Town - week ending April 18, 2015.

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.



Minutes

Jefferson County Commission

Thursday, April 16, 2015

A meeting of the Jefferson County Commission was held on Thursday, April 16, 2015 in the County Commission meeting room in the Old Charles Town Library located at 200 E. Washington Street, Charles Town, WV 25414. Present were Commissioners Eric Bell, Dale Manuel, Patsy Noland, Walter Pellish, and Jane Tabb. Also present were Stephanie Grove, County Administrator, Jessica Carroll, Executive Administrative Assistant and Jim Eddy, Bailiff. (An audio tape of the Thursday, April 16, 2015 meeting is available through the Jefferson County Commission Office.)

PLEDGE OF ALLEGIANCE

Commissioner Noland led the Pledge of Allegiance.

APPROVAL OF MINUTES

Motion by Mr. Manuel to approve the April 2, 2015 Regular Meeting Minutes with noted correction. Motion seconded and unanimously approved.

Motion by Ms. Noland to approve the April 6, 2015 Special Session Minutes. Motion seconded and unanimously approved.

APPROVAL OF PURCHASE ORDERS

Motion by Ms. Noland to approve the Purchase Orders for April 16, 2015 in the amount of \$38,959.21 to include Purchase Order numbers 52655, 52336, and 52338. Motion seconded and unanimously approved.

APPROVAL OF PAYROLL

Motion by Ms. Noland to approve the Regular Payroll for April 9, 2015 in the amount of \$228,144.40. Motion seconded and unanimously approved.

APPROVAL OF ACCOUNTS PAYABLE

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
074114	425	COMCAST		\$ -	\$ 189.90	\$ 189.90
074115	405	MYOSHIA BRIGHT		\$ -	\$ 12.00	\$ 12.00
074116	405	MARCIA LYNN CHANDLER		\$ -	\$ 94.00	\$ 94.00
074117	425	DODSON'S SEPTIC		\$ -	\$ 255.00	\$ 255.00
074118	GRANT	DELL MARKETING LP		\$ -	\$ 1,614.90	\$ 1,614.90
074119	405	FEDEX		\$ -	\$ 86.01	\$ 86.01
074119	428	FEDEX		\$ -	\$ 119.05	\$ 119.05
074119	700	FEDEX		\$ -	\$ 61.43	\$ 61.43
074120	717	GUTTMAN OIL CO		\$ -	\$ 8,107.00	\$ 8,107.00
074121	405	LYNDSEY W. MATSCHAT		\$ -	\$ 195.54	\$ 195.54
074122	403	PIFER OFFICE SUPPLY, INC		\$ -	\$ 59.71	\$ 59.71
074123	405	PAMELA PATTERSON		\$ -	\$ 319.55	\$ 319.55
074124	424	POTOMAC EDISON/OH		\$ -	\$ 2,170.04	\$ 2,170.04
074124	425	POTOMAC EDISON/OH		\$ -	\$ 21,509.39	\$ 21,509.39
074125	405	LECTOR DENISE RIDEOUTT		\$ -	\$ 12.00	\$ 12.00
074126	717	RICE TIRES CO		\$ -	\$ 422.64	\$ 422.64
074127	403	SOFTWARE SYSTEMS, INC		\$ -	\$ 383.04	\$ 383.04
074127	424	SOFTWARE SYSTEMS, INC		\$ -	\$ 491.96	\$ 491.96
074128	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 42,097.42	\$ 42,097.42
074128	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 9,845.32	\$ 9,845.32
074128	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 39,595.10	\$ 39,595.10
074129	405	SKILL PATH SEMINARS		\$ -	\$ 61.84	\$ 61.84
074130	405	SKILL PATH SEMINARS		\$ -	\$ 199.00	\$ 199.00
074131	405	SKILL PATH SEMINARS		\$ -	\$ 199.00	\$ 199.00
074132	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 5,922.56	\$ 5,922.56
074132	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 14,257.65	\$ 14,257.65
074133	405	THOMSON REUTER - WEST	52685	\$ 295.50	\$ -	\$ 295.50
074134	402	XEROX CORPORATION	52468	\$ 1,560.47	\$ -	\$ 1,560.47
TOTAL						\$ 150,137.02
TOTAL				\$ 1,855.97	\$ 148,281.05	\$ 150,137.02

Motion by Mr. Bell to approve the accounts payable for April 9, 2015 in the amount of \$150,137.02. Motion unanimously approved.

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
074136	428	ACCURATE SYSTEMS INC		\$ -	\$ 4,000.00	\$ 4,000.00
074137	425	COMCAST		\$ -	\$ 233.63	\$ 233.63
074138	424	AT&T/IL		\$ -	\$ 1.32	\$ 1.32
074139	ALLOC	AHA/ART&HUMANITIES ALLNC		\$ -	\$ 524.44	\$ 524.44
074140	405	ADC LEGAL SYSTEMS, INC.		\$ -	\$ 1,254.00	\$ 1,254.00
074141	401	AVALANCHE SERVICES		\$ -	\$ 595.00	\$ 595.00
074142	425	BERKELEY CLUB BEVERAGES		\$ -	\$ 12.96	\$ 12.96
074143	402	WV ASSOC OF COUNTY CLERK		\$ -	\$ 650.00	\$ 650.00
074144	424	CHARLES TOWN UTILITIES		\$ -	\$ 48.34	\$ 48.34
074144	425	CHARLES TOWN UTILITIES		\$ -	\$ 907.00	\$ 907.00
074145	700	DIV OF JUSTICE & COMMUNT		\$ -	\$ 1,500.00	\$ 1,500.00
074146	425	DEHAVEN BERKELEY SPRINGS		\$ -	\$ 41.85	\$ 41.85
074147	ALLOC	EASTERN WV REGIONAL		\$ -	\$ 11,428.00	\$ 11,428.00
074148	717	FISHER AUTO PARTS		\$ -	\$ 1,127.65	\$ 1,127.65
074149	415	GENERAL COUNTY FUND-J FE		\$ -	\$ 28,514.20	\$ 28,514.20
074150	412	MICHAEL HARMAN		\$ -	\$ 509.91	\$ 509.91
074151	401	HIRERIGHT		\$ -	\$ 74.40	\$ 74.40
074152	700	JEANNA HOLLER		\$ -	\$ 13.64	\$ 13.64
074153	ALLOC	JEFFERSON COUNTY HISTORI		\$ -	\$ 776.57	\$ 776.57
074154	401	JEFFERSON PUBLISH CO INC		\$ -	\$ 163.00	\$ 163.00
074155	401	THE JEFFERSON CENTER		\$ -	\$ 81.60	\$ 81.60
074156	425	JEFFERSON UTILITIES INC		\$ -	\$ 559.76	\$ 559.76
074157	ALLOC	*JEFFERSON CO EMERGENCY		\$ -	\$ 300,000.00	\$ 300,000.00
074158	402	MR PRINT		\$ -	\$ 124.38	\$ 124.38
074159	451	THOMAS MARSHALL		\$ -	\$ 100.00	\$ 100.00
074160	451	THOMAS & PATRICIA MILLS		\$ -	\$ 100.00	\$ 100.00
074161	406	NATIONAL BAND & TAG CO		\$ -	\$ 1,220.00	\$ 1,220.00
074162	424	NEOPOST USA INC.		\$ -	\$ 330.00	\$ 330.00
074163	425	OFFICEMAX		\$ -	\$ 169.35	\$ 169.35
074164	GRANT	JEFF CO PARKS &		\$ -	\$ 74,250.00	\$ 74,250.00
074165	ALLOC	JEFF CO PARKS &		\$ -	\$ 11,810.02	\$ 11,810.02
074166	402	PIFER OFFICE SUPPLY, INC		\$ -	\$ 188.72	\$ 188.72
074167	425	POTOMAC EDISON/OH		\$ -	\$ 4,595.45	\$ 4,595.45
074168	700	WILLIAM POTTER		\$ -	\$ 22.15	\$ 22.15
074169	424	ROACH OIL COMPANY		\$ -	\$ 1,812.95	\$ 1,812.95
074169	425	ROACH OIL COMPANY		\$ -	\$ 2,349.91	\$ 2,349.91

074170	405	TRACY P. RICE, RPR		\$ -	\$ 1,003.95	\$ 1,003.95
074171	425	RCS SECURITY		\$ -	\$ 743.86	\$ 743.86
074172	402	RECORD MANAGEMENT SOLUTN	52467	\$ 35.00	\$ -	\$ 35.00
074172	403	RECORD MANAGEMENT SOLUTN	51476	\$ 30.00	\$ -	\$ 30.00
074173	404	SHERIFF OF JEFFERSON CO		\$ -	\$ 51.30	\$ 51.30
074174	401	SOFTWARE SYSTEMS, INC		\$ -	\$ 377.00	\$ 377.00
074174	402	SOFTWARE SYSTEMS, INC		\$ -	\$ 27.00	\$ 27.00
074174	404	SOFTWARE SYSTEMS, INC		\$ -	\$ 732.00	\$ 732.00
074174	406	SOFTWARE SYSTEMS, INC		\$ -	\$ 56.00	\$ 56.00
074174	700	SOFTWARE SYSTEMS, INC		\$ -	\$ 37.50	\$ 37.50
074175	405	SPECIALTY BUS SUPPLIES	52683	\$ 2,003.74	\$ -	\$ 2,003.74
074176	405	STAPLES CREDIT PLAN	52684	\$ 610.03	\$ -	\$ 610.03
074177	425	SHERWIN-WILLIAMS		\$ -	\$ 53.70	\$ 53.70
074178	425	SHENANDOAH VALLEY WATER		\$ -	\$ 564.15	\$ 564.15
074179	401	TISCHLERBISE, INC.		\$ -	\$ 962.00	\$ 962.00
074180	425	THOMPSON GAS		\$ -	\$ 868.69	\$ 868.69
074181	700	TOC/TACTICAL OPERATIONS		\$ -	\$ 100.00	\$ 100.00
074182	425	TRENARY SERVICE CO		\$ -	\$ 140.00	\$ 140.00
074183	403	UNITED SYSTEMS & SOFTWAR		\$ -	\$ 227.00	\$ 227.00
074185	401	UNITED BANKCARD CENTER		\$ -	\$ 9.00	\$ 9.00
074185	401	UNITED BANKCARD CENTER		\$ -	\$ 109.62	\$ 109.62
074185	401	UNITED BANKCARD CENTER		\$ -	\$ 1,041.56	\$ 1,041.56
074185	402	UNITED BANKCARD CENTER		\$ -	\$ 708.57	\$ 708.57
074185	402	UNITED BANKCARD CENTER		\$ -	\$ 34.95	\$ 34.95
074185	403	UNITED BANKCARD CENTER		\$ -	\$ 54.81	\$ 54.81
074185	403	UNITED BANKCARD CENTER		\$ -	\$ 94.94	\$ 94.94
074185	405	UNITED BANKCARD CENTER		\$ -	\$ 328.00	\$ 328.00
074185	405	UNITED BANKCARD CENTER		\$ -	\$ 139.28	\$ 139.28
074185	412	UNITED BANKCARD CENTER		\$ -	\$ 212.95	\$ 212.95
074185	413	UNITED BANKCARD CENTER		\$ -	\$ 705.61	\$ 705.61
074185	415	UNITED BANKCARD CENTER		\$ -	\$ 83.95	\$ 83.95
074185	424	UNITED BANKCARD CENTER		\$ -	\$ 108.54	\$ 108.54
074185	424	UNITED BANKCARD CENTER		\$ -	\$ 95.24	\$ 95.24
074185	424	UNITED BANKCARD CENTER		\$ -	\$ 10,372.78	\$ 10,372.78
074185	425	UNITED BANKCARD CENTER		\$ -	\$ 510.10	\$ 510.10
074185	425	UNITED BANKCARD CENTER		\$ -	\$ 43.89	\$ 43.89
074185	425	UNITED BANKCARD CENTER		\$ -	\$ 55.91	\$ 55.91
074185	425	UNITED BANKCARD CENTER		\$ -	\$ 11.94	\$ 11.94
074185	425	UNITED BANKCARD CENTER		\$ -	\$ 142.51	\$ 142.51
074185	428	UNITED BANKCARD CENTER		\$ -	\$ 1,332.50	\$ 1,332.50

074185	428	UNITED BANKCARD CENTER		\$ -	\$ 2,995.06	\$ 2,995.06
074185	428	UNITED BANKCARD CENTER		\$ -	\$ 14,721.75	\$ 14,721.75
074185	428	UNITED BANKCARD CENTER		\$ -	\$ 109.62	\$ 109.62
074185	428	UNITED BANKCARD CENTER		\$ -	\$ 448.08	\$ 448.08
074185	433	UNITED BANKCARD CENTER		\$ -	\$ 54.81	\$ 54.81
074185	439	UNITED BANKCARD CENTER		\$ -	\$ 15.00	\$ 15.00
074185	439	UNITED BANKCARD CENTER		\$ -	\$ 107.28	\$ 107.28
074185	439	UNITED BANKCARD CENTER		\$ -	\$ 54.81	\$ 54.81
074185	439	UNITED BANKCARD CENTER		\$ -	\$ 605.00	\$ 605.00
074185	440	UNITED BANKCARD CENTER		\$ -	\$ 150.00	\$ 150.00
074185	440	UNITED BANKCARD CENTER		\$ -	\$ 5.75	\$ 5.75
074185	440	UNITED BANKCARD CENTER		\$ -	\$ 178.00	\$ 178.00
074185	440	UNITED BANKCARD CENTER		\$ -	\$ 54.81	\$ 54.81
074185	440	UNITED BANKCARD CENTER		\$ -	\$ 17.25	\$ 17.25
074185	451	UNITED BANKCARD CENTER		\$ -	\$ 44.30	\$ 44.30
074185	700	UNITED BANKCARD CENTER		\$ -	\$ 834.27	\$ 834.27
074185	700	UNITED BANKCARD CENTER		\$ -	\$ 61.69	\$ 61.69
074185	700	UNITED BANKCARD CENTER		\$ -	\$ 1,232.16	\$ 1,232.16
074185	700	UNITED BANKCARD CENTER		\$ -	\$ 111.00	\$ 111.00
074185	700	UNITED BANKCARD CENTER		\$ -	\$ 1,090.00	\$ 1,090.00
074185	700	UNITED BANKCARD CENTER		\$ -	\$ 344.73	\$ 344.73
074185	700	UNITED BANKCARD CENTER		\$ -	\$ 95.98	\$ 95.98
074185	711	UNITED BANKCARD CENTER		\$ -	\$ 741.86	\$ 741.86
074185	711	UNITED BANKCARD CENTER		\$ -	\$ 186.82	\$ 186.82
074185	711	UNITED BANKCARD CENTER		\$ -	\$ 186.93	\$ 186.93
074185	712	UNITED BANKCARD CENTER		\$ -	\$ 5,958.30	\$ 5,958.30
074185	712	UNITED BANKCARD CENTER		\$ -	\$ 429.00	\$ 429.00
074185	712	UNITED BANKCARD CENTER		\$ -	\$ 388.43	\$ 388.43
074185	712	UNITED BANKCARD CENTER		\$ -	\$ 391.85	\$ 391.85
074185	716	UNITED BANKCARD CENTER		\$ -	\$ 338.00	\$ 338.00
074185	716	UNITED BANKCARD CENTER		\$ -	\$ 10.00	\$ 10.00
074185	716	UNITED BANKCARD CENTER		\$ -	\$ 1,276.37	\$ 1,276.37
074185	716	UNITED BANKCARD CENTER		\$ -	\$ 525.00	\$ 525.00
074185	716	UNITED BANKCARD CENTER		\$ -	\$ 105.00	\$ 105.00
074185	716	UNITED BANKCARD CENTER		\$ -	\$ 105.00	\$ 105.00
074185	716	UNITED BANKCARD CENTER		\$ -	\$ 105.00	\$ 105.00
074185	900	UNITED BANKCARD CENTER		\$ -	\$ 112.52	\$ 112.52
074186	ALLOC	JEFFERSON CO CONVENTION		\$ -	\$ 13,111.03	\$ 13,111.03
074187	405	THOMSON REUTER - WEST	52685	\$ 2,215.99	\$ -	\$ 2,215.99
074188	425	WM OF WEST VIRGINIA, INC		\$ -	\$ 619.04	\$ 619.04

074189	PAYROLL	WV BUREAU OF EMPLOYMENT		\$ -	\$ 2,547.26	\$ 2,547.26
TOTAL						\$ 527,594.52
TOTAL				\$ 4,894.76	\$ 522,699.76	\$ 527,594.52

Motion by Mr. Manuel to approve the accounts payable for April 16, 2015 in the amount of \$527,594.52. Motion unanimously approved.

MANUAL CHECKS

- **Motion by Mr. Bell to approve the Manual Checks for April 17, 2015 in the amount of \$258,983.34. Motion seconded and unanimously approved.**

PUBLIC COMMENT:

Jeff Leeper, resident – requested the Commission discuss with the Emergency Services Agency the qualifications for waivers/exemptions from the Ambulance Service Fee so the process is uniform and equitable.

PRESENTATIONS

1. Pete Dougherty, Sheriff
 - a. Hire of Replacement Deputy
 - **Motion by Mr. Manuel to approve the hiring of Connor O’Shea as Deputy. Motion seconded and unanimously approved.**
 - b. Approval of Hourly Rate for Trip Guards
 - **Motion by Mr. Manuel to approve the 25% increase to the hourly rate for Trip Guards. Motion seconded and unanimously approved.**
 - c. Approval of additions to the part-time bailiff and trip guard lists.
 - **Motion by Ms. Noland to approve the appointments of Jeffrey Sager and Doug Pittinger as bailiffs and trip guards effective April 30, 2015 contingent upon their successful completion of firearms training as set by the Sheriff’s Office. Motion seconded and unanimously approved.**
2. Jennifer Maghan, County Clerk – requested the approval to hire a deputy clerk to fill a vacant position within the County Clerk’s Office.

- **Motion by Mr. Manuel to approve the hiring of Arabia Anderson as a Deputy Clerk at a salary of \$27,582.91, effective April 27, 2015. Motion seconded and unanimously approved.**
3. Peggy Smith, Mayor of Charles Town, and Annette Gavin, CEO of the Jefferson County CVB – requested the approval to use the Jefferson County Courthouse for the John Brown Walking Tour from Harpers Ferry.
 - **Motion by Ms. Noland to approve the use of the Jefferson County Courthouse for the John Brown Walking Tour, beginning May 23, 2015 and ending November 1, 2015. Motion seconded and unanimously approved.**
 4. John Reisenweber, Director of the Jefferson County Development Authority – requested the approval of the Resolution of Participation and Cooperation for the Local Economic Development Grant in the amount of \$30,000.
 - **Motion by Ms. Noland to approve the Resolution of Support for the Development Authority’s application for the Local Economic Development grant of \$30,000 from the WV Development Office. Motion seconded and unanimously approved.**
 5. The Commission recessed for break at 10:30 am.
The Commission reconvened at 10:45 am.
 6. Lynn Fields, Deputy Probate Clerk – requested the Quarterly Review to approve and close estates that have met the necessary requirements for closure.
 - **Motion by Ms. Noland to enter into session as a Fiduciary Review Board. Motion seconded and unanimously approved.**
 - **Motion by Ms. Noland to approve and close the following estates for this quarter as listed in the attached document provided by the Probate Office. Motion seconded and unanimously approved.**
 - **Motion by Ms. Tabb to come out of session as a Fiduciary Review Board. Motion seconded and unanimously approved.**
 7. Judy Matlick, WVU Jefferson County Extension Service – requested funding in the amount of \$1078 to temporarily increase the hours of a part-time employee to cover the maternity leave of the office secretary.
 - **Motion by Mr. Manuel to transfer \$1078 to the Jefferson County Fee Account at WVU Extension for salary for the program assistant who will be filling in for Secretary April Blaker for eight weeks. Motion seconded and unanimously approved.**

8. Ross Morgan, Chief of the Shepherdstown Fire Department – requested a discussion on Computer Aided Dispatch and the “Quickest Route” feature.
9. **Interviews and Appointments to the Jefferson County Development Authority Board of Directors for four three-year terms ending April 5, 2018.**
 - Mr. Manuel offered his nominations to David Manthos and Michael Chapman.
 - Ms. Noland offered her nominations to Debra Lee Hovatter, James Ruland, and Eric Lewis.
 - **After receiving the majority votes, Eric Lewis, Michael Chapman, Debra Lee Hovatter, and James Ruland were appointed to the Development Authority Board of Directors each for one three-year term expiring April 5, 2018.**
10. Barb Miller, Director of Homeland Security and Emergency Management – requested the approval to hire a Deputy Director/Planner/Program Manager.
 - **Motion by Ms. Tabb to approve the hire of Sandee LoBoda Niles for the position of Deputy Director/Planner/Program Manager for Homeland Security and Emergency Management at a Grade IV, Step A. Motion seconded and unanimously approved.**
11. Dale Manuel – discuss the process toward establishing water and sewer impact fees in Jefferson County.
 - **Motion by Mr. Manuel to direct staff to begin researching the process toward establishing water and sewer impact fees or potential alternatives in Jefferson County. Motion seconded and unanimously approved.**
12. Discuss Road Summit with the WV Division of Highways which includes a tour of problem sites on county roads.
 - It was the consensus of the Commission to direct staff to contact the WV Division of Highways and local legislature to establish a date for a Road Summit in Jefferson County including a tour of problem sites on county roads. Motion seconded and unanimously approved.
13. Amend the Ordinance to Reconstitute the Jefferson County Emergency Services Agency to include Emergency Services Agency Medical Director as an ex-officio, non-voting member of the board.

- **Motion by Ms. Tabb to direct staff to make the necessary amendments to the Ordinance to be reviewed and voted upon by the Commission during the next regularly scheduled meeting. Motion seconded and unanimously approved.**
14. Request for Exoneration/Modification of the Ambulance Fee Bill for Charles Town Associates of Charles Town, LP also known as Charles Towers Apartments.
- **Motion by Ms. Noland to deny the exoneration/modification of the Ambulance Fee Bill for Charles Town Associates of Charles Town, LP, also known as Charles Towers Apartments. Motion seconded and unanimously approved.**
15. Approval of Resolution and Contract – Community Participation Grant Program for the Jefferson County Parks and Recreation in the amount of \$6,000
- **Motion by Ms. Noland to approve Resolution and contract for the Community Participation Grant Program for the Jefferson County Parks and Recreation in the amount of \$6,000 and to authorize the President of the Commission to affix her signature to the appropriate documents. Motion seconded and unanimously approved.**
16. Approval of Resolution and grant application – Virginia Lodge #1
- **Motion by Mr. Manuel to approve the Resolution and grant application for the Virginia Lodge #1 in the amount of \$3,000 and to authorize the President of the Commission to affix her signature to the appropriate documents. Motion seconded and unanimously approved.**
17. Decisions on the following:
- Amend Section 20.104, “Exceptions,” of the Jefferson County Subdivision and Land Development Regulations, subsection “C,” to “exempt” public utilities and private utility firms processing easements from these Regulations (STA15-02)
 - Amend Section 24.300, “Waivers,” of the Jefferson County Subdivision and Land Development Regulations to change the last sentence of the introductory paragraph stating, “No process or procedural waivers shall be granted” to “Process and procedural waivers shall be reviewed and found consistent with the above criteria prior to approval” (STA15-03)
 - Amend the definition of “days” from business days to calendar days in Section 26.200 of the Jefferson County Subdivision and Land Development Regulations (STA15-01)

- **Motion by Ms. Tabb to approve the proposed amendments for Sections 20.104, 24.300, and 26.200 of the Jefferson County Subdivision and Land Development Regulations as presented by staff. Motion seconded and unanimously approved.**

COUNTY ADMINISTRATOR REPORTS

- Clarification of Impact Fee Commercial Rate – Ms. Grove asked the Commission for clarification on the Impact Fee Commercial Rate given the recent reduction of the County impact fees. The Commission stated the Commercial Impact Fee would continue to be reduced by 99% of the *new* fees to be enacted May 1, 2015 as decided by the Commission during the April 2, 2015 County Commission Meeting.
- Implementation of \$500.00 pay raise for next fiscal year – Ms. Grove asked the Commission if they wanted to provide the \$500 pay raise to employees hired within the last quarter. The Commission asked Ms. Grove to clarify whether they intended to provide the pay raise in July 2015 or January 2016 prior to making a decision regarding employment eligibility for the raise.
- Determination of manner in which monetary allocation to volunteer fire departments should be distributed – Ms. Grove asked whether the Commission planned to provide the monetary allocation directly to the volunteer fire departments or through the ESA. The Commission stated they wished to provide the allocation directly to the volunteer fire departments, and Ms. Grove stated they would need to draft a contract with each individual fire department prior to disbursement.
- Update on Bolivar Urban Growth Boundary – Ms. Grove stated the Planning Commission will need to hold a public hearing on the Bolivar Urban Growth Boundary prior to the Commission’s public hearing on the same matter. Ms. Grove also stated the Commission Office would need to advertise the hearing for two weeks prior to the hearing.

COUNTY COMMISSION REPORTS

Patsy Noland

- Stated Amy Goodwin, WV Director of Tourism, is in Jefferson County for the weekend to collect footage for a film on the WV tourism industry.

Jane Tabb

- Attended a PSD meeting.
- Attended an LEPC meeting.
- Attended an ESA special meeting.
- Attended a Farmland Protection Board meeting.
- Attended an Extension Service meeting.

Dale Manuel

- Volunteered at the Sam Michael's Bingo function.
- Attended the Boys and Girls Club dinner honoring Pat Murphy.
- Attended a Jefferson Center meeting.
- Attended a WAC field trip to Millville Quarry.
- Attended a Parks and Recreation meeting.

Eric Bell

- Attended a Board of Health meeting.
- Met with the Circuit Court judges to discuss space needs.
- Attended an EPBA meeting.

Walt Pellish

- Attended a Solid Waste Authority meeting.

18. The Commission meeting adjourned at 12:33 on a motion by Mr. Bell. Motion was seconded and unanimously approved.

JANE M. TABB, PRESIDENT

Respectfully submitted
Jessica D. Carroll
Administrative Assistant

Regular Term

APRIL 2015

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

At a Regular Term of the County Commission of said County and State,
begun and held at the Old Charles Town Library thereof, on Thursday, April
16th, 2015 beginning at 11:05 a.m.

PRESENT: Jane Tabb, President
Eric Bell, Patsy Noland
Walt Pelish, and Dale Manuel, Commissioners

A list of Wills Probated, Executors qualified, Guardians, Administrators,

&c appointed since the last Regular Term of this Commission, to-wit: The April

2015 Term, thereof was this day presented to the Commission by the Clerk

thereof, examined by it, and ordered filed:

Estate of Jerry Lee Beamer, deceased, in Account with Patricia Gearhart,
Administratrix

Estate of John B. Bierly, deceased, in Account with Helen C. Poe-Bierly,
Executrix

Estate of Melvin H. Hedrick, deceased, in Account with Reginald H. Hedrick,
Administrator

Estate of Charles Hill, deceased, in Account with Michael Hill, Administrator

Estate of Linda Ann Hyre, deceased, in Account with Michelle L. Hyre,
Ancillary Administrator

Estate of Hilda A. Longerbeam, deceased, in Account with Faye C. D'Angelo,
Administratrix

Estate of Shirley Sharpe, deceased, in Account with Rosalind Sharpe

The following Waivers of Final Settlement were this day examined by the Commission and there being no exceptions thereto, and none appearing on the face thereof, same are ordered approved and recorded as follows:

Estate of Anthony Joseph Barther, III, deceased, Waiver of Final Settlement, Samantha Barther, Administratrix

Estate of Gary Lee Dawson, deceased, Waiver of Final Settlement, Donald Dawson, Administratrix

Estate of Gary Russell Gee, deceased, Waiver of Final Settlement, Regina Morgan, Administratrix

Estate of Jerry Wayne Grove, deceased, Waiver of Final Settlement, Jeffrey W. Grove, Executor

Estate of Ronald L. Lemon, deceased, Waiver of Final Settlement, Wanda L. Lemon, Executrix

Estate of Michael Justin Lippe, deceased, Waiver of Final Settlement, Heather Dern Myers, Executrix

Estate of Betty Jo Mills, deceased, Waiver of Final Settlement, Rebecca Jane Rubeck, Executrix

Estate of Kay Celeste Moser, deceased, Waiver of Final Settlement, Tina Sager, Administratrix

Estate of Catherine Isabelle Painter, deceased, Waiver of Final Settlement, Lewis Painter, Sr., Administrator

Estate of Donald Eugene Robinson, deceased, Waiver of Final Settlement, Kevin E. Robinson, Executor

Estate of Elaine W. Ryan, deceased, Waiver of Final Settlement, Penny Jarbeau, Administratrix, cta

Estate of Jack F. Scott, deceased, Waiver of Final Settlement, Patricia C. Scott, Executrix

Estate of Helen Sherry, deceased, Waiver of Final Settlement, Anne V. Sherry, Executrix

Estate of Jessie S. Smith, deceased, Waiver of Final Settlement, Lanna C. Smith, Executrix

Estate of Henry Clay Wagner, deceased, Waiver of Final Settlement, Karon Anderson, Administratrix

Estate of Barbara Lucille Williams, deceased, Waiver of Final Settlement, Crystal L. Roberts, Executrix

Estate of Mabel Ruth Wilt, deceased, Waiver of Final Settlement, Floyd Richard Wilt, Executor

Accountings and Waivers of Final Settlement submitted from the Fiduciary

Commissioners: June K. Jovanelly, S. Andrew Arnold, Frank D. Hill, III and

David A. Dejarnett:

Estate of Caleb F. Burns, Jr., deceased, in Account with Bank of Charles Town by David F. Smith or Deborah A. Watts, Administrator

Estate of Bernard A. Jefferson, deceased, Waiver of Final Settlement, Tanya A. Jefferson and Sandra J. Grannum, Co-Executrices

Estate of John J. Warfield, deceased, in Account with Bank of Charles Town by David F. Smith or Deborah A. Watts, Administrator cta dbn

Laverne M. Wilt, deceased, in Account with Bank of Charles Town by David S. Smith or Deborah A. Watts, Executor dbn

Laverne M. Wilt, deceased, Waiver of Final Settlement, Bank of Charles Town by David S. Smith or Deborah A. Watts, Executor dbn

President

SPECIAL SESSION:

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

At a Special Session of the County Commission of said County and State continued and held at County Commission meeting room in the Old Charles Town Library located at 200 E. Washington Street, Charles Town, WV 25414 on April 21, 2015 at 10:00 am (An audio file of the April 21, 2015 meeting is available through the Jefferson County Commission Office.)

PRESENT: Jane Tabb, President
Patsy Noland, Vice President
Eric Bell, Commissioner
Dale Manuel, Commissioner
Stephanie Grove, County Administrator
Tim Stanton, Finance Director
Jessica Carroll, Administrative Assistant

RE: **Levy Order and Levy Rates Approved for Fiscal Year 2016-2017**

The special session was called to order at 10:03 am. Commissioner Bell led the Pledge of Allegiance, and President Tabb stated the purpose of the session was to Lay the Levy for FY2015 – FY2016.

- **Motion by Ms. Noland to adopt the Levy Order and Levy Rates for Fiscal Year 2015 - 2016 and to forward the appropriate documents to the State Auditor's Office. Motion seconded and unanimously approved.**

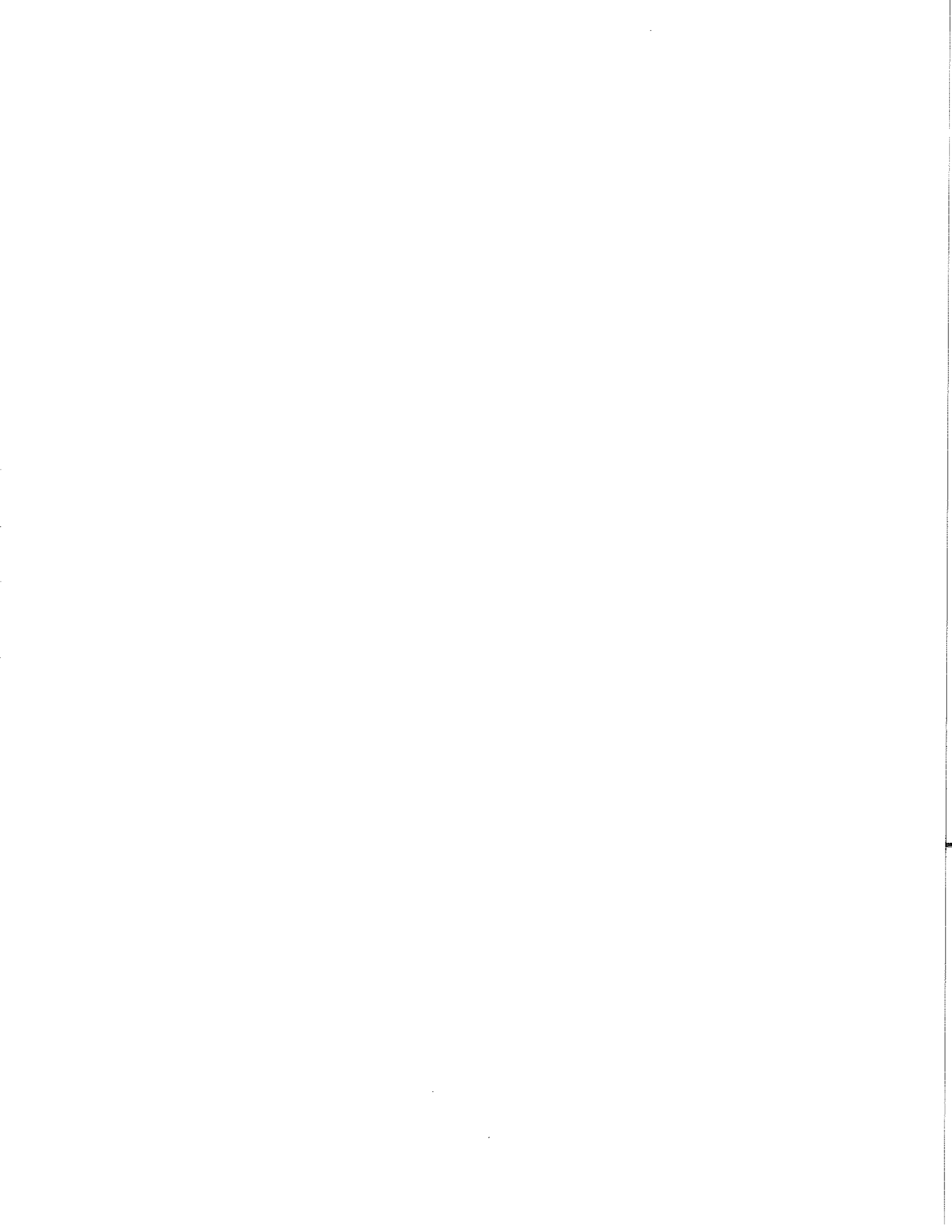
AUTHORIZED RATES

Fourteen and nineteen hundredth cents	(14.19) Class I Property
Twenty-eight and thirty eight hundredths cents	(28.38) Class II Property
Fifty-six and seventy six hundredths cents	(56.76) Class III and Class IV Property

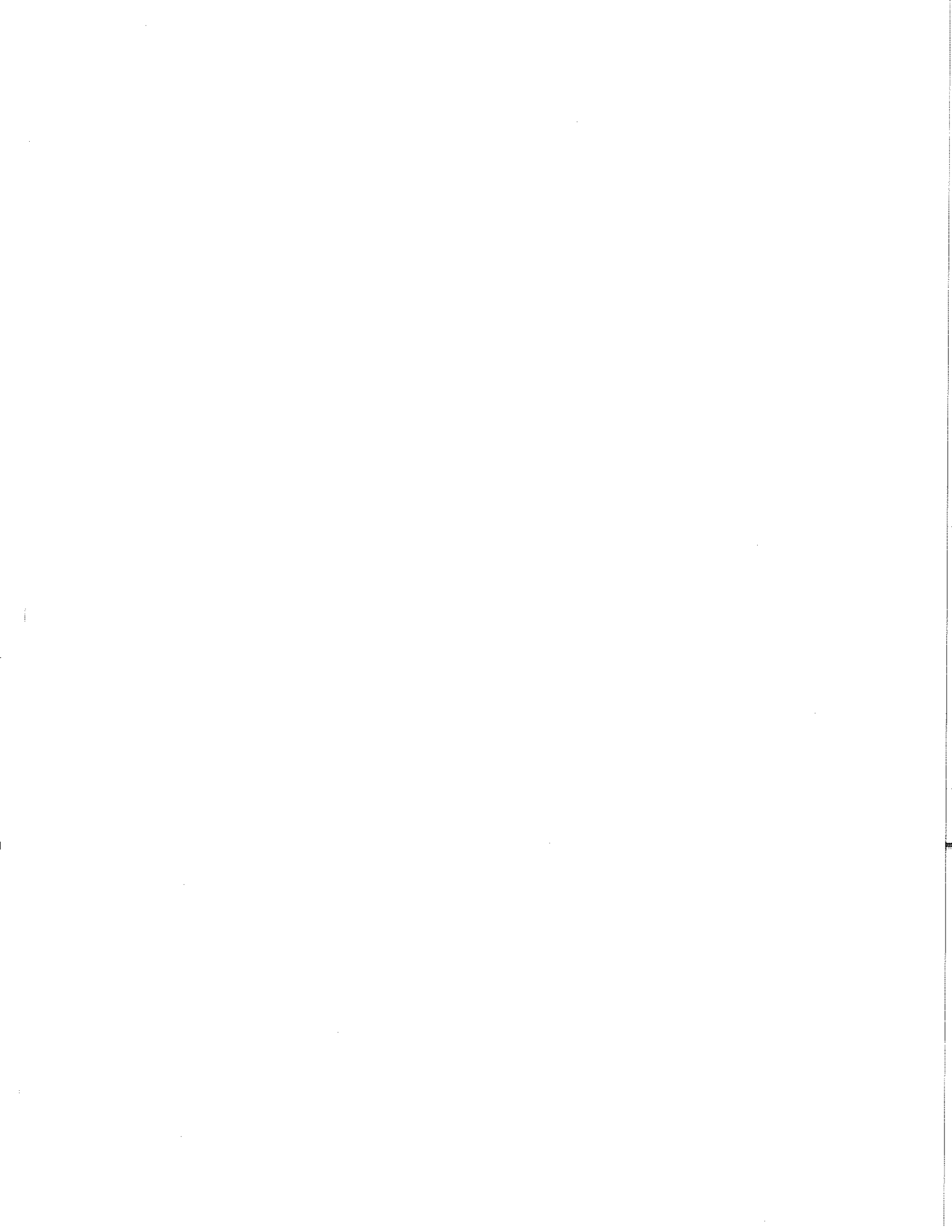
There being no further business, motion by Mr. Manuel to adjourn the Special Session at 10:08 am. Motion seconded and unanimously approved.

JANE M. TABB, PRESIDENT

Respectfully submitted
Jessica D. Carroll
Executive Administrative Assistant



DESCRIPTION	Fund 001 CO.	Fund 003 Dog	Total
Gross Wages	\$ 350,394.27	\$ 40.80	\$ 350,435.07
6.2% Tax Payable OASDI	\$ 20,857.99	\$ 2.51	\$ 20,860.50
1.45% Tax Payable HI	\$ 4,878.06	\$ 0.59	\$ 4,878.65
Fed Withholding	\$ 38,883.90	\$ 3.55	\$ 38,887.45
WV State Withholding	\$ 14,749.73	\$ 1.87	\$ 14,751.60
PERS Retirement Deduct	\$ 12,407.16	\$ 1.84	\$ 12,409.00
Hosp. Pre-Tax	\$ 11,284.00		\$ 11,284.00
Cancer/ICU Pre-Taxed	\$ 1,253.35		\$ 1,253.35
Cancer/ICU Not Pre-Taxed	\$ 904.31		\$ 904.31
Optional Life Not Pre-Taxed			\$ -
Christmas Club	\$ 5,720.00		\$ 5,720.00
Wage Attach #1	\$ 1,339.39		\$ 1,339.39
Wage Attach #2	\$ 83.25		\$ 83.25
Wage Attach #3	\$ 212.31		\$ 212.31
Wage Attach #4	\$ 154.83		\$ 154.83
DSRS Retirement Deduct 8.5%	\$ 4,882.93		\$ 4,882.93
457 - Nationwide	\$ 749.00		\$ 749.00
457I - ING	\$ 3,040.00		\$ 3,040.00
MD State Tax	\$ 351.55		\$ 351.55
D/VF	\$ 1,437.72		\$ 1,437.72
VA. State Tax	\$ 14.62		\$ 14.62
COLONIAL(PLUS)	\$ 258.09		\$ 258.09
Total Deductions	\$ 123,462.19	\$ 10.36	\$ 123,472.55
Net Wages Total	\$ 226,932.08	\$ 30.44	\$ 226,962.52
Payroll Dated	23-Apr-2015		



AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Jennifer Myers

Department or Organization: Jefferson County Parks & Recreation Commission

Estimation of amount of time needed for appointment: 15 minutes

Date Requested – 1st Choice: April 30, 2015

If a specific date is needed, please provide reason for specific date: Click here to enter text.

Date Requested – 2nd Choice: May 7, 2015

Subject (*Wording to be placed on agenda*): Request for monetary match to construct walking trail at James Hite Park as part of Phase I development.

Please provide the County Commission with a description of your request or presentation, including any background information: Phase I of James Hite Park is currently under construction. Phase I includes soccer and football fields as well as storm water management, entrance roads, and parking lots. As part of this phase, JCPRC would like to include construction of a multi-use trail that will provide additional recreation to children as well as adults. The trail will be constructed around the perimeter of the park and provide 2 miles of trail to citizens of Jefferson County. JCPRC has been looking for funding sources to include the trail as part of Phase I construction. At this time, JCPRC has a commitment of \$40,000 to go toward construction and is asking for a \$20,000 match from the county to begin construction. Total cost of the project is estimated at \$130,000.

Is this a funding request? Y/N Y
If so, how much? \$20,000.00

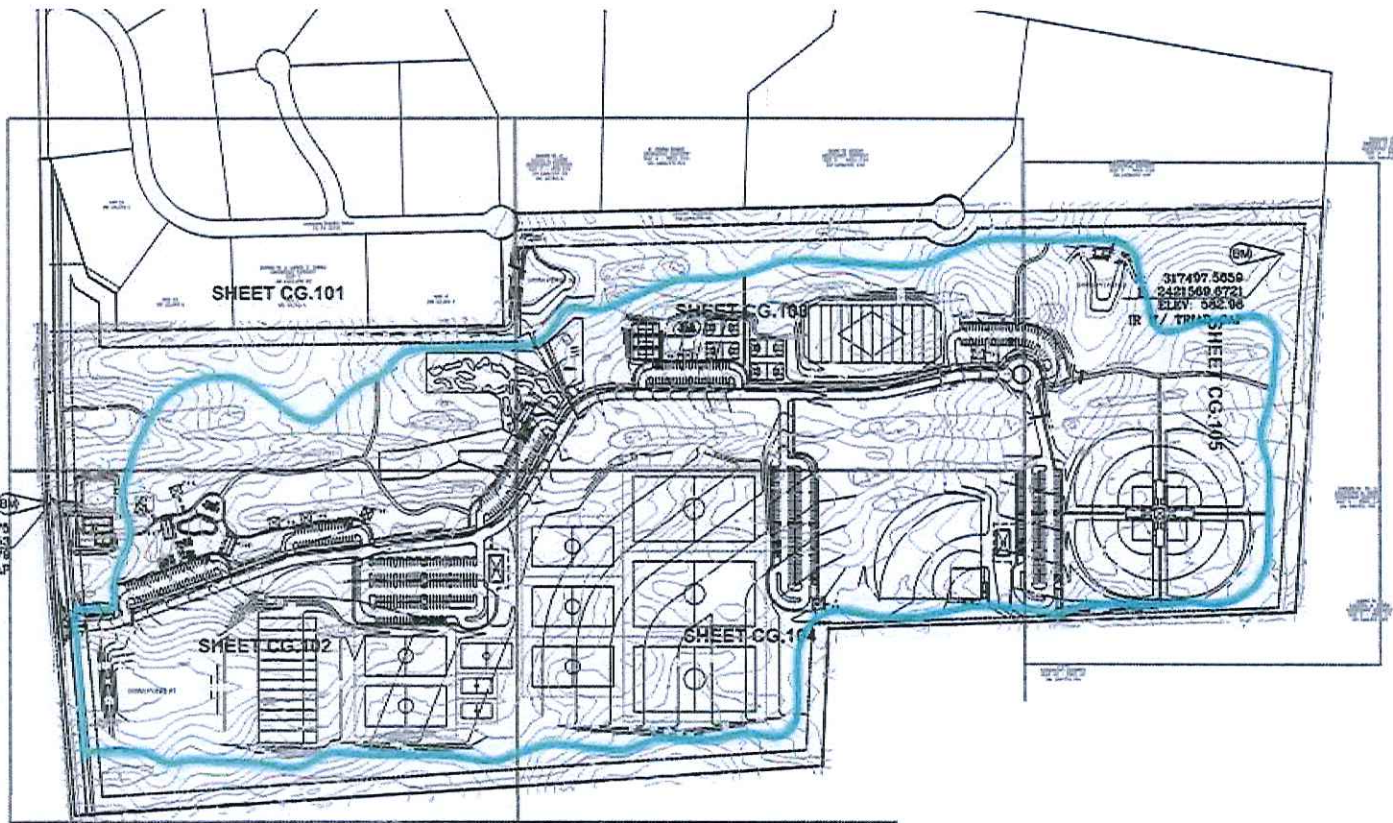
Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*): The JCC moves to support construction of the perimeter trail at James Hite Park and agrees to provide the \$20,000 match for the project.

Attach supporting documents for request, or request may be denied.
If not attached, explain: Attached.

Is equipment needed? Projector Y/N N Internet/Wi Fi Y/N N Telephone for conference call Y/N Y

Contact information:
Email address: jmyers@jcprc.org Phone Number: 3047283207

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS



N: 313814.2173
 E: 2421031.5353
 ELEV: 578.76
 IR W / TRIAD CAP

317407.5050
 2421569.6721
 ELEV: 582.06
 IR W / TRIAD CAP



TRAD ENGINEERING, INC.
 20100 Woodland Forest Lane SE
 Issaquah, WA 98027-1000
 P: 206.447.1000
 F: 206.447.1001

Final Site Plan
 Hite Road Park



No.	Description	Date
1	Plan and 2D, 3D	11/26/13
2	3D Set	04/28/14
3	Urbanize Rev	07/24/14
4	Urbanize Rev	07/24/14
5	Plan and 2D, 3D	08/25/14

Drawn by: JAS Date: 08/25/14
 Checked by: JAS
 Scale: As Shown
 Issues to:
 Jefferson County Parks
 and Recreation

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Jessica Carroll

Department or Organization: Jefferson County Commission

Estimation of amount of time needed for appointment: 10 minutes

Date Requested – 1st Choice: April 30, 2015

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

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): Interviews and Appointment to the Jefferson County Development Authority Board of Directors – one unexpired term ending April 5, 2017.

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

Is this a funding request? Y/N NO

If so, how much? \$

Provide exact financial impact/request:

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

Attach supporting documents for request, or request may be denied.

If not attached, explain:

Is equipment needed? Projector Y/N Internet/Wi Fi Y/N Telephone for conference call Y/N

Contact information:

Email address:

Phone Number:

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not applicable

April 13, 2015

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

Dear Jefferson County Commissioners,

I write to submit my credentials to be considered to serve as a member of the Jefferson County Development Authority Board (JCDA). As a geographer and environmental science technologist, I believe I can offer a unique perspective on how to capitalize on the challenges and opportunities facing Jefferson County.

Since 2012 I have worked in Shepherdstown as the communications director for SkyTruth, managing grants, conducting research using satellite imagery and geospatial data, and representing our organization online and in the press. I am also an AmeriCorps VISTA alum, chair of the International Services committee at the Rotary Club of Shepherdstown, and an active member of the St. Agnes conference of the St. Vincent de Paul Society. The common theme in all of these roles is serving my community and working to ensure everyone has the opportunity for a healthy, productive, and fulfilling life.

I would like to briefly highlight a few issues on which I hope to work with JCDA:

- **Agriculture & Related Trades:** Population growth spreading from the D.C. and the northern Virginia area poses a challenge to maintaining public services and preserving our area's rural character. However, I believe strengthening the agricultural sector can mitigate the negative aspects of rapid population growth and support a healthy economy.

Through outreach to D.C. area markets, education and easements for farmers, and other market development methods, I believe we can do even more to promote food products grown, and processed, in Jefferson County, encouraging epicurean tourism to craft breweries, bakeries, and the like. Additionally, further incentivizing agricultural production in our area can make the Eastern Panhandle a major producer of fresh, local food for D.C. and Northern Virginia. We will create good jobs and sustain our rural charm by working to make tomatoes, in the long run, as profitable as townhouses.

- **Telecommunications:** Jefferson County is severely disadvantaged by inadequate access to broadband Internet service. At SkyTruth, my colleagues and I work regularly with engineers at Google and provide marine intelligence reports to countries halfway around the world. Yet earlier this month I spent four hours waiting for a single satellite image to download. Jefferson County cannot attract technology-based jobs or compete in interstate and global markets when the best Internet service that our money can buy is half the speed of the cheapest service available to "second-world" countries in Eastern Europe. Jefferson County needs more competition in the telecommunications sector to drive down price and improve quality of service.

I hope to have the opportunity to engage in all aspects of JCDA's work, from infrastructure and manufacturing to agriculture and conservation. As our community grows, it is essential to effectively balance economic growth and long-term sustainability. One of my greatest concerns is that investments in infrastructure (such as expanding natural gas distribution in the Panhandle) and specialization to support specific industries (such as manufacturing) are scaled appropriately to have the most benefit, without being too vulnerable to future obsolescence.

You may note that I have worked with environmental organizations on issues such as natural gas. However, I am pragmatic about the use of this natural resource and pleased to see the progress JCDA has made to supply natural gas to certain industrial applications and vehicle fleets. I would not recommend promoting natural gas too widely for domestic use because it is still a fossil fuel and the costly infrastructure conversion requires too much time commitment for what should be a short-term transition fuel. Nevertheless, natural gas does have some environmental and economic advantages and I support JCDA's efforts to this end. I offer my thoughts here as an example of the practical, but forward-looking approach that I would bring to this board.

Thank you for your time and I look forward to answering any questions you may have,

Sincerely,



David M. Manthos

Enclosure: Statement of Qualifications / Individual Copies for each Commissioner

David M. Manthos ♦ 42 Davis Street ♦ Charles Town, WV 25414
david.manthos@gmail.com ♦ 240-385-6423

EMPLOYMENT

Outreach & Communications Director – SkyTruth: (Sept. 2012 – Present) Project management, external communications, and research for environmental NGO tracking resource extraction and pollution around the world. Satellite and aerial image analysis; GIS mapping and analysis; grant writing and reporting; developing web and social media content; managing software development; coordinating media correspondence; and research on resource extraction issues including mining, oil and gas drilling, logging, and commercial fishing. Notable accomplishments:

- *Produced multimedia content for the announcement of the Global Fishing Watch, a technology partnership with Oceana and Google. Quoted in The Atlantic and PRI's The World, and coordinated press coverage from over 280 media outlets worldwide, including Wired, CNN, and the Financial Times.*
- *Coordinated publication of the Gulf Monitoring Consortium's (GMC) widely covered 2013 report on coal and petrochemical spills caused by Hurricane Isaac.*
- *Managed software development of SkyTruth's "FrackFinder" initiatives, crowdsourcing tools to map drilling and hydraulic fracturing in the Mid-Atlantic.*
- *Conducted technical support and photo/video documentation of aerial monitoring efforts in North Dakota's Bakken Shale oilfield and from offshore oil and gas operations in the Gulf of Mexico.*
- *Responsible for acquiring and/or reporting on \$332,000 in charitable grants.*

Volunteer In Service To America (VISTA) – Friends of the Cheat: (Sept. 2011 - Aug. 2012) Capacity building for one of West Virginia's largest and most effective watershed organizations. Responsibilities included monitoring pollution from abandoned coal mines and active gas wells, grant writing, web content development, and event planning. Notable accomplishments:

- *Re-launched and enhanced the Cheat Aquatic Pollution And BaseLine Ecological (CAPABLE) monitoring program from five active volunteers to 18, and added three water quality data-loggers to track conductivity in critical waterways.*
- *Re-launching organization's website with new content, maps, and resources.*
- *Developed at least \$37,000 in resources for Friends of the Cheat through grants, in-kind donations, and general fundraising.*

Copy Editor/Contributing Writer/Photographer – The Bucknellian: (Sept. 2009 - May 2011) Contributing writer for the news and editorial sections, and photographer for campus news and events. **Chief Copy Editor** from January to May 2010, responsible for quality control and hiring additional editorial staff.

EDUCATION

B.A., Bucknell University, Geography, Environmental Studies, May 2011

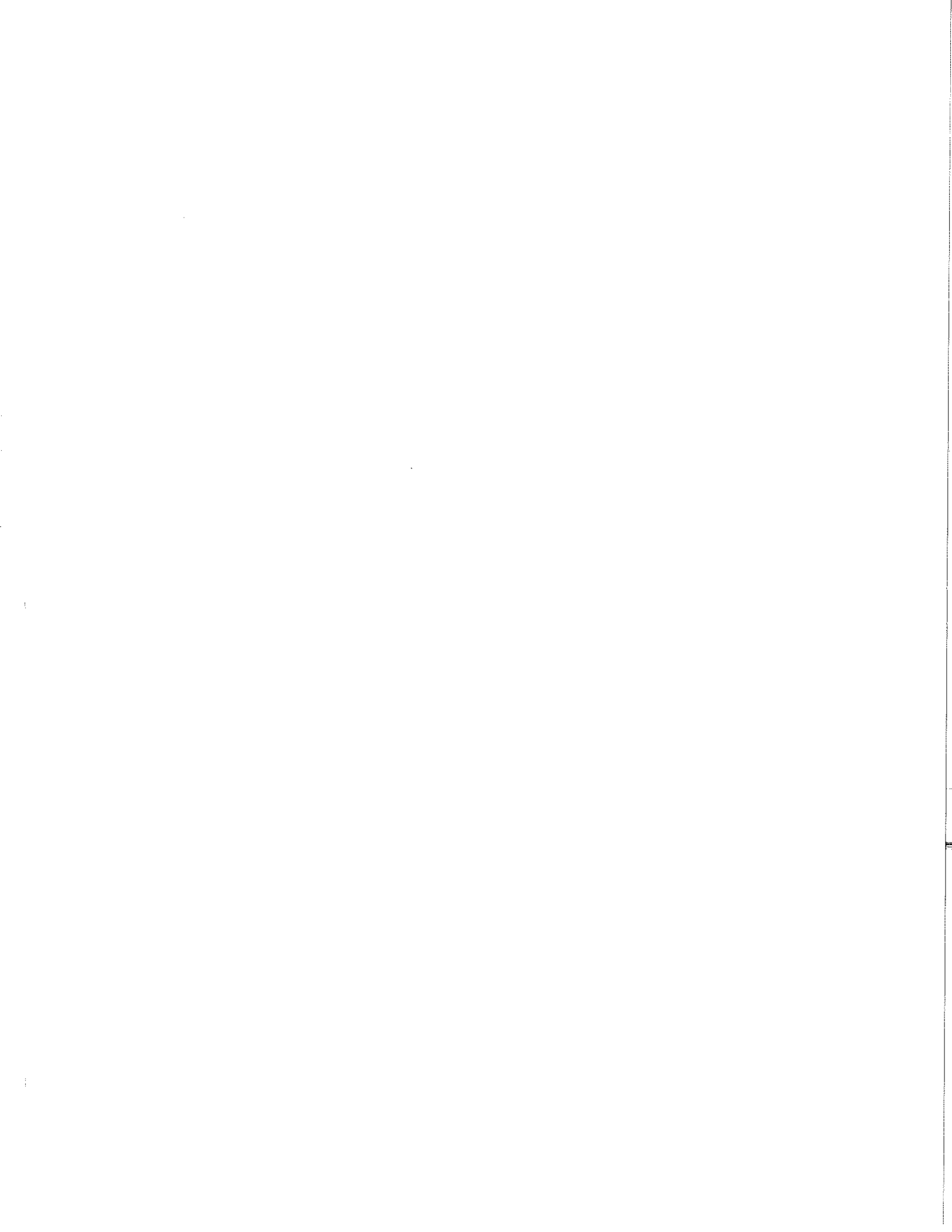
A.A., Garrett College, General Studies, *Summa Cum Laude*, May 2009

PRACTICAL SKILLS & COMPETENCIES

- Geographic Information Systems (GIS): QGIS, ESRI ArcGIS, and Google Maps Engine/Earth Engine
- Copy editing with attention to typographic details, fact-checking, scientific accuracy, and libel
- Experienced using and building instruments to measure conductivity, pH, dissolved oxygen, nutrients, and infrared emissions
- Amateur photographer/videographer
- Open source software for graphic design, audio editing, and image manipulation
- HTML, web content management, and learning Python
- Experienced speaking to the press, large groups, and on live radio broadcasts.
- Grant writing and management for \$350,000+ in charitable contributions
- Social media outreach and online metric tracking
- Microsoft Office suite
- Expertise monitoring and reporting on:
 - Unconventional shale drilling and hydraulic fracturing
 - Offshore oil and gas exploration
 - Coal mining, transport, and combustion
 - Hardrock mining (gold, copper, uranium, etc.)
 - Overfishing and Illegal, Unregulated, Unreported (IUU) Commercial Fishing
 - Climate change
 - Deforestation
- Community organizing, fundraising, and capacity building to fight poverty

Civic Engagement: *Rotary Club of Shepherdstown – Chair, International Services Committee; St. Vincent de Paul Society, St. Agnes Conference – Member;*

Contributing Writer: *SkyTruth.org, MatreTerra.org, Cheat.org, GulfMonitor.org*



AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: CHRIS STROECH, ESQ.

Department or Organization: ALL GOOD FESTIVAL

Estimation of amount of time needed for appointment: 10 MIN

Date Requested – 1st Choice: 4/30/15

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

Date Requested – 2nd Choice: ASAP

Subject (Wording to be placed on agenda):

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

SEE ATTACHED.

Is this a funding request? Y/N (NO)

If so, how much? \$

Provide exact financial impact/request:

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

ISSUE LETTER OF ENDORSEMENT FOR WVABCA PERMIT FOR FESTIVAL.

Attach supporting documents for request, or request may be denied.

If not attached, explain:

Is equipment needed? Projector Y/N Internet/Wi Fi Y/N Telephone for conference call Y/N

NO

Contact information:

Email address: cstroech@arnoldandbailey.com Phone Number: 304-279-6936

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable



ARNOLD & BAILEY

ATTORNEYS AT LAW

S. Andrew Arnold, Esq. PARTNER
Gregory A. Bailey, Esq. PARTNER
Christopher P. Stroeck, Esq. ATTORNEY

208 N. George Street
Charles Town, WV 25414
T 304 725 2002 F 304 725 0282

8530 Shepherdstown Pike
The Hoxton Financial Building
Shepherdstown, WV 25443

VIA EMAIL

April 23, 2015

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

Re: All Good Festival / WVABCA Beer - Wine Permit

Dear County Commissioners:

As previously indicated, the festival is in the process of applying for a beer/wine permit through the WVABCA. In order to avoid unnecessary delay and in a good faith attempt to proceed as directed by Commission counsel, this letter is written to request a letter of endorsement for the beer/wine permit. As you know, the BZA has approved the three (3) day event, and the production team has been working diligently with the health department, sheriff's department and other associated agencies to ensure compliance with the conditions as set forth by the BZA. One of the conditions requires that "all sales of alcohol shall be regulated by the WVABCA." To that end, All Good is required to apply for this permit to ensure that all alcohol sales and consumption are properly and safely regulated.

The festival will indeed occur with or without an ABCA permit. Please consider the practical impact of the Commission's failure to support an ABCA permit. The purpose of the ABCA is to ensure that alcohol providers adhere to the applicable guidelines and, most importantly, distribute alcohol in a safe and secure manner.

Without a permit, patrons will supply their own alcohol, and it will prove difficult, if not impossible, for the festival staff to properly monitor alcohol consumption. Patrons will be more likely to leave the festival site to purchase alcohol, potentially causing traffic issues. Without a permit, some patrons may attempt to illegally sell alcohol on site, further burdening festival staff and security. Without a permit, the Sheriff Department's role in monitoring alcohol consumption and safeguarding the community becomes challenging.

With a permit, the festival must adhere to the ABCA guidelines, and ABCA staff will likely be on site to ensure the same. As required, the festival staff will ensure that alcohol is sold only to those individuals with valid identification. Staff can also monitor alcohol sales to avoid over-consumption and will only be allowed to sell alcohol during permitted times. Serving beer or wine in clear plastic cups, as required by the ABCA, will also ensure that patrons are not consuming liquor drinks, which are likely to increase intoxication if unregulated.

Jefferson County Commission
April 23, 2015
Page 2

The ABCA permit requires that the festival staff follow the State guidelines for alcohol consumption, thereby ensuring a safe event.

We do understand that certain residents within the county are opposed to the festival, and we are working to prove that this can be a successful and safe event. However, as the County has already approved the event through the BZA, it is not prudent to allow those opposed to jeopardize the safety of the festival patrons and county residents.

Please feel free to contact me, should you have any questions.

Very truly yours,

A handwritten signature in black ink, appearing to read 'C. Stroeck', with a long horizontal flourish extending to the right.

Christopher P. Stroeck, Esq.

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Roger Goodwin, Chief County Engineer

Department or Organization: Engineering Department

Estimation of amount of time needed for appointment: 15 minutes

Date Requested – 1st Choice: April 30, 2015

If a specific date is needed, please provide reason for specific date: Click here to enter text.

Date Requested – 2nd Choice: May 7, 2015

Subject (*Wording to be placed on agenda*): Authorize the Engineering staff to take the necessary action to a hire part time/full time building inspector. An executive session may be necessary to discuss the specifics of this issue since this is a personnel matter.

Please provide the County Commission with a description of your request or presentation, including any background information: Temporary help is needed for an employee that will be on long term medical leave.

Is this a funding request? Y/N Yes
If so, how much? \$30,000.00

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*): Authorize the Engineering Department to advertise for a part time/full time building inspector while a building inspector is on medical leave.

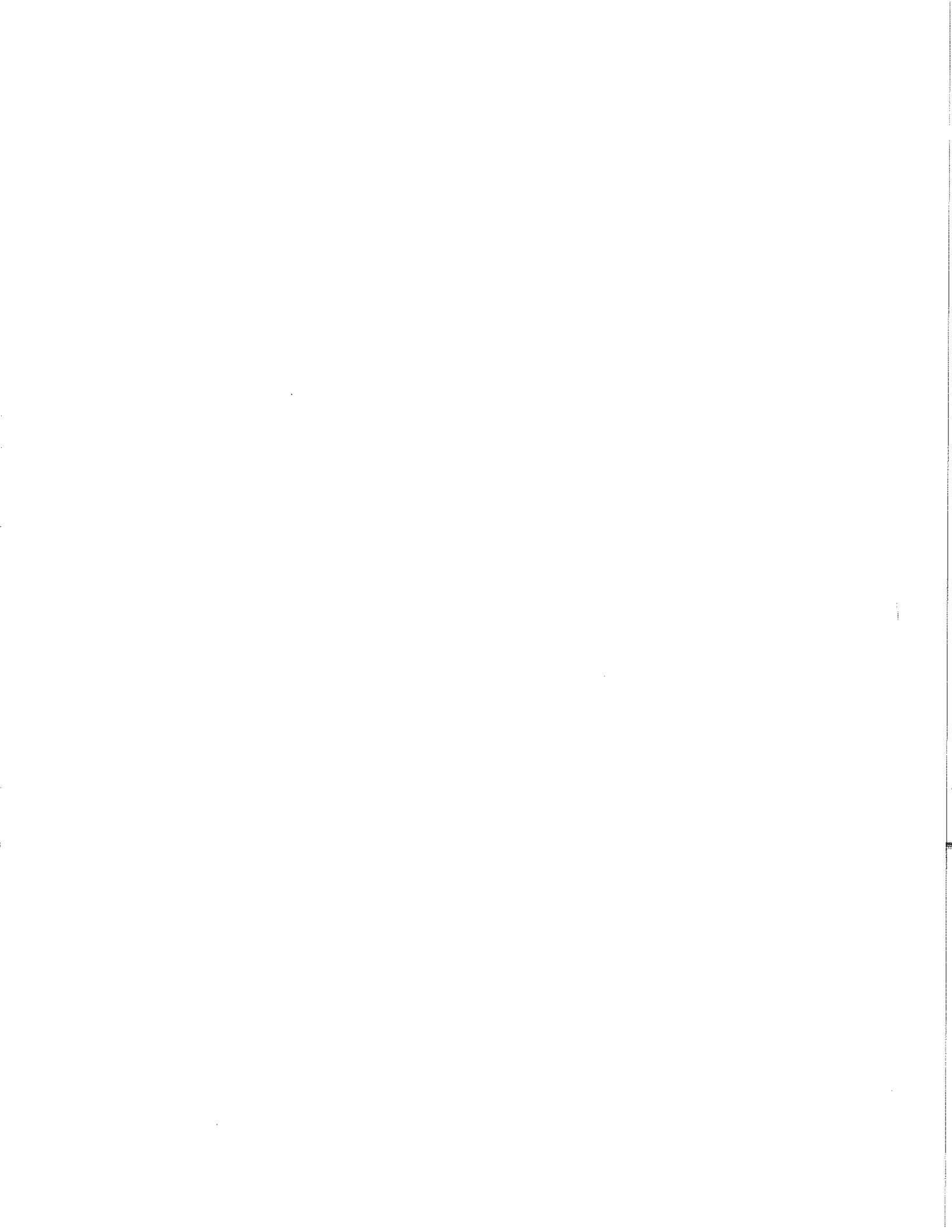
Attach supporting documents for request, or request may be denied.
If not attached, explain: N/A

Is equipment needed? Projector Y/No Click here to enter text. Internet/Wi Fi Y/No Click here to enter text.
Telephone for conference call Y/No Click here to enter text.

Contact information: Roger Goodwin, Chief County Engineer
Email address: engineering@jeffersoncountywv.org Phone Number: 304-728-3257

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AGENDA REQUEST FORM

www.jeffersoncountywv.org

NAME: Lynn Fields

DEPARTMENT OR ORGANIZATION: Probate Office

ESTIMATION OF TIME NEEDED FOR APPT.: 5-10 minutes

DATE REQUESTED: 1ST CHOICE ~~April 23rd, 2015~~ April 30, 2015

IF A SPECIFIC DATE IS NEEDED, PLEASE PROVIDE REASON FOR SPECIFIC DATE:

SUBJECT: To Schedule a hearing for the PETITION TO RESIGN AND FOR APPOINTMENT OF ALTERNATE ADMINISTRATOR

PLEASE PROVIDE THE CO. COMM. WITH A DESCRIPTION OF YOUR REQUEST OR PRESENTATION, INCLUDING ANY BACKGROUND INFORMATION:

Current administrator of the estate of Victoria Stambaugh, deceased, wishes to resign her position and allow for the appointment of her father, Kevin Lyle. They are represented by Robin Skinner-Prinz.

RECOMMENDED MOTION: We see no reason why Ms. Lyle's resignation and Mr. Lyle's appointment should not be approved by the commission at the actual hearing of the petition.

ARE DOCUMENTS ATTACHED: Yes.

IS A PROJECTOR NEEDED?: NO

lfields@jeffersoncountywv.org (304) 728-3210

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

IN RE: THE ESTATE OF VICTORIA STAMBAUGH

**PETITION TO RESIGN AND
FOR APPOINTMENT OF ADMINISTRATOR**

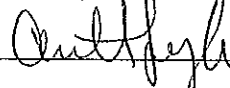
COMES NOW Arielle Lyle, duly appointed Administratrix of the Estate of Victoria Stambaugh, and asks leave to be permitted to resign from her duties as Administratrix of the estate and for the appointment of Kevin Lyle, her natural father, as Administrator and in support thereof states as follows:

1. Arielle Lyle is the natural daughter of the decedent, Victoria Stambaugh, and Kevin Lyle.
2. Arielle Lyle recently reached the age of majority.
3. Kiersten Lyle, a minor, is the only other legal heir of Victoria Stambaugh.
4. Arielle Lyle and Kiersten Lyle reside with their natural father, Kevin Lyle and his wife, and had lived with Kevin Lyle fifty per cent (50%) of the time prior to their mother's death.
5. Victoria Stambaugh was brutally murdered by her husband, Harold David Stambaugh, Jr. to whom she had been married for approximately ten (10) years.

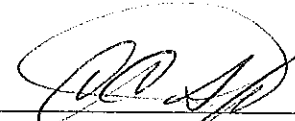
6. Because Victoria Stambaugh was murdered and West Virginia's "slayer statute" prohibits the slayer from profiting from his bad act, there are numerous complex issues involved in the administration of this estate.
7. Arielle Lyle finds the responsibilities of serving as Administrator of the estate to be an extreme burden and requests that she be allowed to resign.
8. Kevin Lyle is a competent and qualified individual who can ably represent the interests of his children in the administration of the estate.
9. Kevin Lyle, as the natural father of the heirs of Victoria Stambaugh, should be appointed as Administrator of the Estate of Victoria Stambaugh.

WHEREFORE, Arielle Lyle requests that she be permitted to resign from her duties as Administratrix of the Estate of Victoria Stambaugh, and that Kevin Lyle be appointed in her stead.

Respectfully submitted,




ARIELLE LYLE, Administratrix



KEVIN LYLE, Proposed Administrator

Prepared by:



ROBIN SKINNER PRINZ, Esquire

W. Va. Bar No. 10190

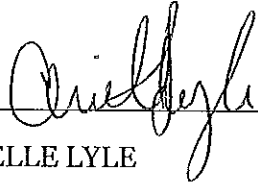
Counsel for the Estate of Victoria Stambaugh

VERIFICATION

STATE OF WEST VIRGINIA

COUNTY OF JEFFERSON, TO-WIT:

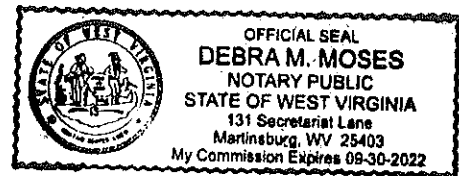
Arielle Lyle, Administratrix of the Estate of Victoria Stambaugh, named in the foregoing and annexed *Petition to Resign*, being first duly sworn, deposes and says that the facts and allegations therein contained are true and correct, except insofar as they are therein stated to be upon information and belief, and insofar as they are therein stated to be upon information and belief, I believe them to be true.

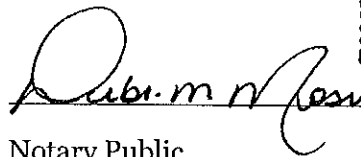


ARIELLE LYLE

Taken, subscribed and sworn to before the undersigned authority this 2nd day of

April, 2015.





Notary Public

My commission expires 9/30/22.

VERIFICATION

STATE OF WEST VIRGINIA

COUNTY OF JEFFERSON, TO-WIT:

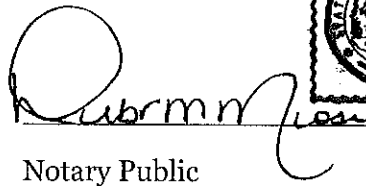
Kevin Lyle, proposed Administrator of the Estate of Victoria Stambaugh, named in the foregoing and annexed *Petition to Resign*, being first duly sworn, deposes and says that the facts and allegations therein contained are true and correct, except insofar as they are therein stated to be upon information and belief, and insofar as they are therein stated to be upon information and belief, I believe them to be true.



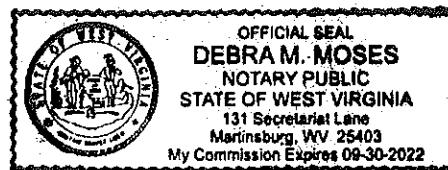
KEVIN LYLE

Taken, subscribed and sworn to before the undersigned authority this 2nd th day of

April, 2015.



Notary Public



My commission expires 9/30/22.

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

IN RE: THE ESTATE OF VICTORIA STAMBAUGH

**ORDER GRANTING RESIGNATION AND ORDER OF
APPOINTMENT**

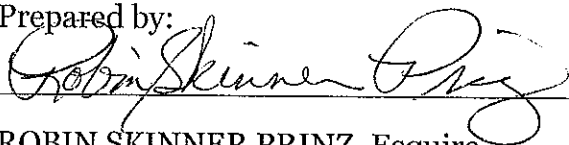
This matter came on for consideration this ____ day of _____, 2015, upon the Petition of the Administratrix, Arielle Lyle, to resign and for the appointment of Kevin Lyle as Administrator of the Estate of Victoria Stambaugh.

And there being good cause shown, it is hereby ORDERED that Arielle Lyle be removed as Administratrix of the Estate of Victoria Stambaugh, and that Kevin Lyle be appointed Administrator of the Estate of Victoria Stambaugh.

Entered this ____ day of _____, 2015.

PRESIDENT, JEFFERSON COUNTY COMMISSION

Prepared by:



ROBIN SKINNER PRINZ, Esquire

W. Va. Bar No. 10190

Counsel for the Estate of Victoria Stambaugh

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: John Reisenweber

Department or Organization: **Jefferson County Development Authority**

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

Date Requested – 1st Choice: **April 30, 2015**

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

Date Requested – 2nd Choice: Click here to enter text.

Subject (*Wording to be placed on agenda*): **Permission to fill Program Manager position vacancy**

Please provide the County Commission with a description of your request or presentation, including any background information:
Click here to enter text.

Is this a funding request? Y/N No

If so, how much? \$Click here to enter text.

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*): Click here to enter text.

Attach supporting documents for request, or request may be denied.

If not attached, explain: Click here to enter text.

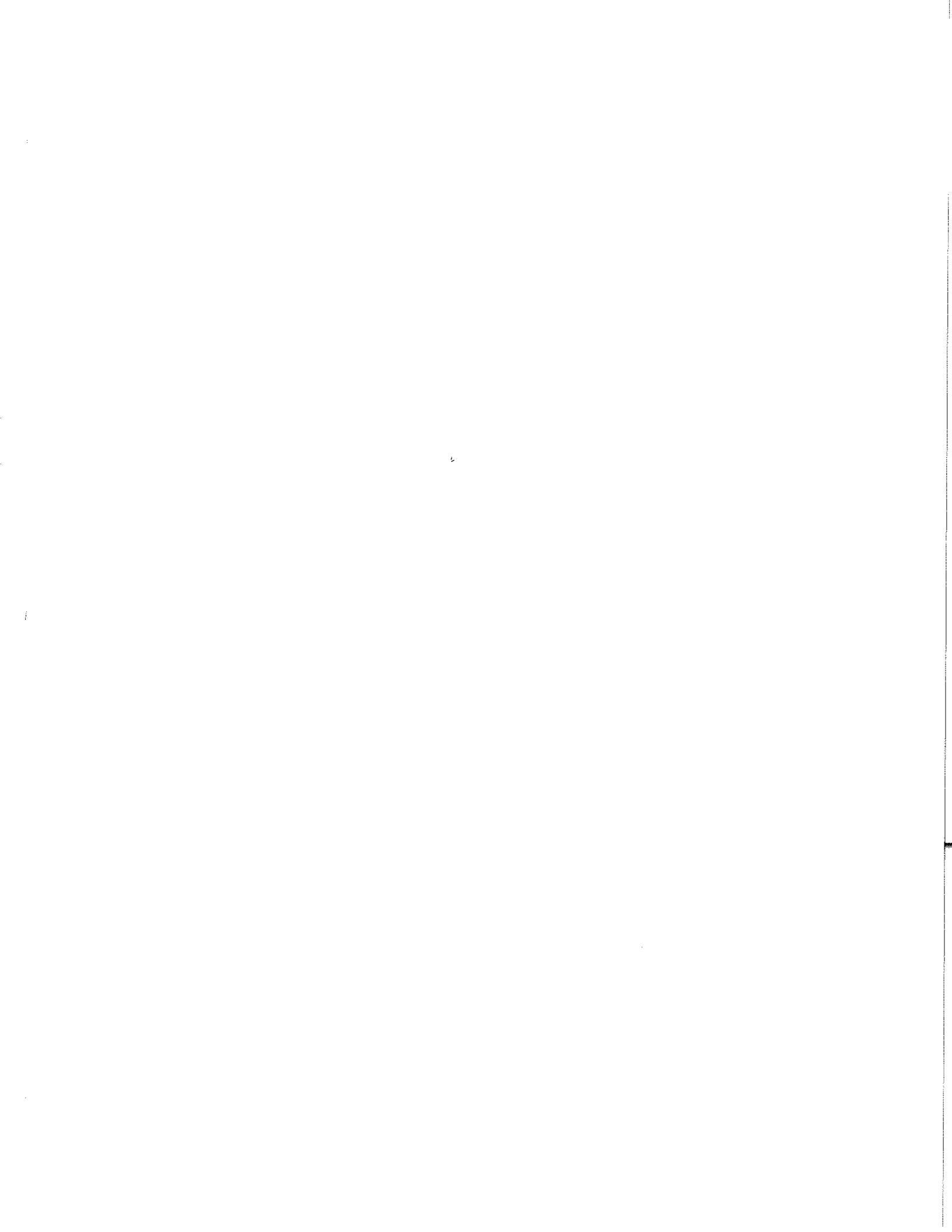
Is equipment needed? Projector Y/N No Internet/Wi Fi Y/N No Telephone for conference call Y/N No

Contact information: John Reisenweber/Jane Jones

Email address: John@jcda.net or JaneJones@jcda.net Phone Number: 304-728-3255

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/COMMENTS

Click here to enter text.



AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Tim Stanton, Finance Director

Department or Organization: County Commission

Estimation of amount of time needed for appointment: 1 hour

Date Requested – 1st Choice: April 30, 2015

If a specific date is needed, please provide reason for specific date: Click here to enter text.

Date Requested – 2nd Choice: Click here to enter text.

Subject (*Wording to be placed on agenda*):

- ⬇ Review of Highmark Medical Insurance Renewal Options and Selection of Plan for FY16
- ⬇ Review of Delta Dental Renewal for FY16
- ⬇ Review of Vision Insurance Renewal Options and Selection of Plan for FY16
- ⬇ Review of Cash
- ⬇ Review of Budget to Actual as of March 31, 2015
- ⬇ Approve Budget Revision

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

Is this a funding request? Y/N Click here to enter text.

If so, how much? \$Click here to enter text.

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

- Motion to accept Highmark renewal option number 6
- Motion to accept Delta Dental renewal
- Motion to accept vision insurance from National Vision Administrations option number 2
- Motion to change employee cost sharing for vision insurance. Employee plus one coverage to \$4.94 monthly and family to \$12.04 monthly.
- Motion to approve State Budget Revision number 11 of the General Fund

Attach supporting documents for request, or request may be denied.

If not attached, explain: Click here to enter text.

Is equipment needed? Projector Y/N Click here to enter text. Internet/Wi Fi Y/N Click here to enter text.

Telephone for conference call Y/N Click here to enter text.

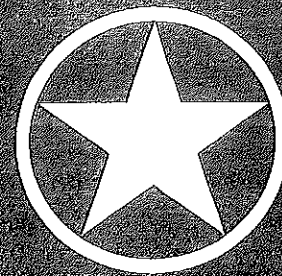
Contact information:

Email address: Click here to enter text. Phone Number: Click here to enter text.

Health Insurance Options

Review of Cadillac Tax/Health Insurance Excise Tax

CADILLAC TAX FACT SHEET



INFORMED ON REFORM

Overview

The Cadillac Tax is an excise tax scheduled to take effect in 2018 to reduce health care usage and costs by encouraging employers to offer plans that are cost-effective and engage employees in sharing in the cost of care. It is a 40% tax on employers that provide high-cost health benefits to their employees.

CADILLAC TAX	
What it is/fee duration	Permanent annual tax beginning in 2018 on employers that provide high-cost benefits through an employer-sponsored group health plan.
Purpose	<ul style="list-style-type: none"> To generate \$80 billion over the next 10 years to help finance the expansion of health coverage.
Amount	<ul style="list-style-type: none"> The tax is 40% of the cost of plans that exceed predetermined threshold amounts. Cost includes the total premiums paid by both employers and employees, but not cost-sharing amounts such as deductibles and copays when care is received. For planning purposes, the thresholds for high-cost plans are \$10,200 for individual coverage, and \$27,500 for family coverage. These thresholds will be updated for 2018 when final regulations are issued and indexed for inflation in future years. The thresholds will also be adjusted for: <ul style="list-style-type: none"> High-risk professions such as law enforcement and construction. Group demographics including age and gender. For pre-65 retirees and individuals in high-risk professions, the threshold amounts are \$11,850 for individual coverage and \$30,950 for family coverage.
Who calculates and pays	<p>Insured: Employers calculate and insurers pay</p> <p>Self-funded: Employers calculate and pay</p>

CADILLAC TAX

How a plan's cost is determined	The tax is based on the total cost of each employee's coverage above the threshold amount. The cost includes premiums paid by employers and employees plus: <ul style="list-style-type: none"> • Employer and employee contributions to Health Care Flexible Spending Accounts, Health Reimbursement Accounts and Health Savings Accounts. • The cost of Employee Assistance Plans with counseling benefits, onsite medical clinics and wellness programs.
How the tax will be paid	Forms and instructions for paying the tax are not yet available.
Tax implications	Not tax deductible.
Business affected	Insured and self-funded group health plans.
Business excluded	<ul style="list-style-type: none"> • U.S.-issued expatriate plans for most categories of expatriates • Stand-alone dental • Stand-alone vision • Accident coverage • Disability benefits • Long-term care insurance

How it works: Examples based on current threshold amounts

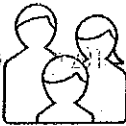


Self-only coverage

A \$12,000 individual plan would pay an excise tax of \$720 per covered employee:

\$12,000 - \$10,200 = \$1,800 above the \$10,200 threshold

$\$1,800 \times 40\% = \720



Family coverage

A \$32,000 family plan would pay an excise tax of \$1,800 per covered employee:

\$32,000 - \$27,500 = \$4,500 above the \$27,500 threshold

$\$4,500 \times 40\% = \$1,800$

These charts show how the tax increases as the plan's cost increases.

Self-only coverage

Plan Cost	\$11,000	\$12,000	\$13,000	\$14,000	\$15,000
Tax	\$320	\$720	\$1,120	\$1,520	\$1,920

Family coverage

Plan Cost	\$28,000	\$30,000	\$32,000	\$34,000	\$36,000
Tax	\$200	\$1,000	\$1,800	\$2,600	\$3,400

Medical Insurance

Highmark

Insurance Options

Option	Deductible	Coinsurance	OV/SP/UR	ER	RX	Deduct Renewal	Single	Employ +1	Family
1	2K/4K	100/80	20/30/40	125	10/20/40 25/50/90	Calendar	817.53	1,635.06	2,043.83
2	2.5K/5K	100/80	20/30/40	125	10/20/40 25/50/90	Contract	782.67	1,534.04	1,956.69
3	2.5K/5K	100/80	20/30/40	125	10/20/40 25/50/90	Calendar	798.65	1,565.34	1,996.62
4	2.5K/5K	100/80	25/35/50	125	10/30/50 25/75/125	Contract	773.39	1,546.77	1,933.47
5	3K/6K	100/80	25/35/50	125	10/30/50 25/75/125	Calendar	772.76	1,545.52	1,931.91
6	3K/6K	100/80	25/35/50	125	10/20/40 25/50/90	Contract	754.44	1508.88	1,886.10

Options Compared to Current Plan

Option 1:

Same as current plan

Option 2:

Deductible increases by \$500 but is reimbursed by the HRA.

Deductible changes to a contract year but employees are reimbursed by the HRA to eliminate the double paying of the deductible.

Option 3:

Deductible increases by \$500 but is reimbursed by the HRA.

Option 4:

Deductible increases by \$500 but is reimbursed by the HRA.

Deductible changes to a contract year but employees are reimbursed by the HRA to eliminate the double paying of the deductible.

Office visit and specialty visit increased by \$5. Urgent Center increased by \$10.

2nd and 3rd tier of retail Rx increased by \$10. 2nd tier mail order RX increased by \$25. 3rd tier mail order RX increased by \$35.

Option 5:

Deductible increases by \$1,000 but is reimbursed by the HRA.

Office visit and specialty visit increased by \$5. Urgent Center increased by \$10.

2nd and 3rd tier of retail Rx increased by \$10. 2nd tier mail order RX increased by \$25. 3rd tier mail order RX increased by \$35.

Option 6:

Deductible increases by \$1,000 but is reimbursed by the HRA.

Deductible changes to a contract year but employees are reimbursed by the HRA to eliminate the double paying of the deductible.

Office visit and specialty visit increased by \$5. Urgent Center increased by \$10.

Calculated Savings by Plan
 Compiled 4/23/15
 T. Stanton

Savings by Plan based on 50% Probability

Plan Option	1	2	3	4	5	6
Premium Savings	0	91,596	50,520	113,616	115,224	162,396
Increase in HRA	0	71,136	29,640	71,136	59,280	105,963
Net Savings	0	20,460	20,880	42,480	55,944	56,433
% of premium savings Based on 50% probability	-	0.97	0.99	2.02	2.65	2.68
Probability of receiving any savings over renewal plan	-	55%	60%	65%	70%	70%

Probability of HRA Cost

Plan Option	1	2	3	4	5	6
100%	31,248	51,864	39,838	51,864	48,428	61,957
95%	38,293	65,437	49,603	65,437	60,913	78,726
90%	44,120	76,664	57,680	76,664	71,240	92,597
85%	49,585	87,193	65,255	87,193	80,925	105,606
80%	55,128	97,872	72,938	97,872	90,748	118,799
75%	59,764	106,804	79,364	106,804	98,964	129,834
70%	62,691	112,443	83,421	112,443	104,151	136,800
65%	69,528	125,616	92,898	125,616	116,268	153,076
60%	74,501	135,197	99,791	135,197	125,081	164,913
55%	80,173	146,125	107,653	146,125	135,133	178,414
50%	85,768	156,904	115,408	156,904	145,048	191,731
45%	91,310	167,582	123,090	167,582	154,870	204,924
40%	97,630	179,758	131,850	179,758	166,070	219,966
35%	104,571	193,131	141,471	193,131	178,371	236,489
30%	112,981	209,334	153,128	209,334	193,275	256,506
25%	122,227	227,148	165,944	227,148	209,661	278,515
20%	133,102	248,101	181,018	248,101	228,934	304,402
15%	148,213	277,213	201,963	277,213	255,713	340,369
10%	174,372	327,612	238,222	327,612	302,072	402,635
5%	259,000	499,000	359,000	499,000	459,000	616,500

Dental Insurance

Delta Dental

Delta Dental Rates

Rate hold received from Delta Dental. FY16 rates will be same as FY15.

Employee	\$22.56
Employee + 1	\$44.91
Family	\$67.35

Plan Benefit Highlights for: Jefferson County Commission

Group No: 15919

Eligibility	Primary enrollee, spouse and eligible dependent children to the end of the month that dependent turns age 26		
Deductibles Deductibles waived for Diagnostic & Preventive (D & P)?	\$50 per person / \$150 per family each calendar year Yes		
Maximums D & P counts toward maximum?	\$1,000 per person each calendar year No		
Waiting Period(s)	Basic Benefits None	Major Benefits None	Prosthodontics None

Benefits and Covered Services*	Delta Dental PPO dentists**	Non-Delta Dental PPO dentists**
Diagnostic & Preventive Services (D & P) Exams, cleanings and x-rays and sealants	100 %	100 %
Basic Services Fillings, simple tooth extractions and stainless steel crowns	80 %	80 %
Endodontics (root canals) Covered Under Basic Services	80 %	80 %
Periodontics (gum treatment) Covered Under Basic Services	80 %	80 %
Oral Surgery Covered Under Basic Services	80 %	80 %
Major Services Crowns, inlays, onlays and cast restorations	50 %	50 %
Prosthodontics Bridges, dentures and implants	50 %	50 %

* Limitations or waiting periods may apply for some benefits; some services may be excluded from your plan. Reimbursement is based on Delta Dental maximum contract allowances and not necessarily each dentist's submitted fees.

** Reimbursement is based on PPO contracted fees for PPO dentists, Premier contracted fees for Premier dentists and Premier contracted fees for non-Delta Dental dentists.

Delta Dental of West Virginia
One Delta Drive
Mechanicsburg, PA 17055

Customer Service
800-932-0783

Claims Address
P.O. Box 2105
Mechanicsburg, PA 17055-6999

deltadentalins.com

This benefit information is not intended or designed to replace or serve as the plan's Evidence of Coverage or Summary Plan Description. If you have specific questions regarding the benefits, limitations or exclusions for your plan, please consult your company's benefits representative.

Vision Insurance

National Vision Administrators (NVA)

Guardian/VSP

803

203

Jefferson County Commission / West Virginia Guardian Vision Plan & Rate Comparison Effective July 1, 2015

Carrier & Plan Design	Single	EE + 1	Family
	119	38	27

2014 / 2015 Guardian (Current)			
VSP - Signature Exam Plus Allowance			
Exams: Copay Applies - Every 12 Months Lenses: 20% off UCR; Frames: 20% off UCR <i>(\$100 Allowance)</i>	\$ 7.53	\$ 12.89	\$ 20.60
Monthly Premium	\$ 896.07	\$ 489.82	\$ 556.20
Annual & Total Premium: \$23,305	\$ 10,753.00	\$ 5,878.00	\$ 6,674.00

2015 NVA Option # 1			
NVA Plan Design - Option 1			
Exams: Covered 100% after \$10 Copay -Every 12 months Lenses: Covered 100% - Every 12 months Frames: Covered up to \$100 - Every 12 months Contact Lenses: up to \$100	\$ 5.75	\$ 9.85	\$ 15.75
Monthly Premium	\$ 684.25	\$ 374.30	\$ 425.25
Annual & Total Premium: \$17,805.60	\$ 8,211.00	\$ 4,491.60	\$ 5,103.00
Annual Savings: \$5,499.40 / \$21,997.60			

2015 NVA Option # 2			
NVA Plan Design - Option 2			
Exams: Covered 100% after \$10 Copay -Every 12 months Lenses: Covered 100% - Every 12 months Frames: Covered up to \$130 - Every 12 months Contact Lenses: up to \$130	\$ 6.94	\$ 11.88	\$ 18.98
Monthly Premium	\$ 825.86	\$ 451.44	\$ 512.46
Annual & Total Premium: \$21,477.12	\$ 9,910.32	\$ 5,417.28	\$ 6,149.52
Annual Savings: \$1,827.88 / \$7,311.52			

National Vision Administrators (NVA)



Jefferson County Commission

West Virginia

March 27, 2015

National Vision Administrators, L.L.C.

Insured Vision Benefit Proposal

Rates and Plan Designs Begin on Page 2



NATIONAL VISION ADMINISTRATORS, L.L.C.
1200 Route 46 West / Clifton, NJ 07013 / 973.574.2400 / www.e-nva.com

Proud to be an eco-
friendly organization



PROPOSED SCHEDULE OF BENEFITS – JEFFERSON COUNTY COMMISSION / WEST VIRGINIA

FIXED RATE INSURED PLAN DESIGN - OPTION I

BENEFIT	IN-NETWORK	OUT-OF-NETWORK
EXAMINATION Once Every 12 Months	Covered 100% After \$10 Copay	(Reimbursed Amounts) Up to \$35
LENSES Once Every 12 Months	Standard Glass or Plastic Covered 100%	Single Vision Up to \$25 Bi-focal Up to \$45 Tri-focal Up to \$75 Lenticular Up to \$75
FRAME Once Every 12 Months	Covered up to \$100 Retail Allowance (20% discount off remaining balance over \$100 allowance) ³	Up to \$45
CONTACT LENSES Once Every 12 Months	(In lieu of Lenses/Frame)	(In lieu of Lenses/Frame) Up to \$75
ELECTIVE	Covered up to \$100 Retail Allowance (15% discount (Conventional) or 10% discount (Disposable) off remaining balance over \$100) ⁴	
MEDICALLY NECESSARY ¹	Covered 100%	\$200
EVALUATION & FITTING ²	Covered 100%	Daily Wear: \$20 / Extended Wear: \$30

¹Prior Authorization required from NVA

²Only covered if member chooses Contact Lenses.

³Discount does not apply at Wal-mart/Sam's Club locations or for certain proprietary frame brands.

⁴Discount does not apply at Wal-mart/Sam's Club locations, Cole corporate locations (if applicable) or Contact Fill.

NOTE: If covered participants choose extra options, they are responsible for the additional cost of the options paid directly to the ECP

MONTHLY RATES

MIXED CONTRIBUTION (EMPLOYER CONTRIBUTES 100% FOR EMPLOYEE AND 0% FOR DEPENDENTS)			
FULL SERVICE - \$10 EXAM CO-PAYMENT	EMPLOYEE ONLY	EMPLOYEE + 1	FAMILY
BASE RATE	\$5.44	\$9.31	\$14.89
PPACA HEALTH INSURER FEE	\$0.31	\$0.54	\$0.86
PREMIUM	\$5.75	\$9.85	\$15.75

NOTE: All proposed rates are guaranteed for 48 months from effective date. This quote is based on 175 eligible enrollees. This proposal includes 10% commission. Rates include the federally mandated PPACA fee for the first year. Premium is subject to adjustment in the event of changes in benefits, contributions, or the number of eligible employees, or any future additional tax, fee or assessment imposed by the Federal or State governments with associated administrative costs and expenses.

PARTICIPATION REQUIREMENTS

The participation requirements for the proposed plan are a minimum of 10 enrollees.

Please sign and date below and return this schedule of benefits with your completed Vision Set Up Form to Jacqui Hamilton (jhamilton@nva.com; 973-574-2475 fax) upon plan selection as outlined above.

Signature/Date

NVA Approval



JEFFERSON COUNTY COMMISSION / WEST VIRGINIA

FIXED RATE INSURED PLAN DESIGN - OPTION 2

BENEFIT	IN-NETWORK	OUT-OF-NETWORK
EXAMINATION Once Every 12 Months	Covered 100% After \$10 Copay	(Reimbursed Amounts) Up to \$35
LENSES Once Every 12 Months	Standard Glass or Plastic Covered 100%	Single Vision Up to \$25 Bi-focal Up to \$45 Tri-focal Up to \$75 Lenticular Up to \$75
FRAME Once Every 12 Months	Covered up to \$130 Retail Allowance (20% discount off remaining balance over \$130 allowance) ³	Up to \$45
CONTACT LENSES Once Every 12 Months	(In lieu of Lenses/Frame)	(In lieu of Lenses/Frame)
ELECTIVE	Covered up to \$130 Retail Allowance (15% discount (Conventional) or 10% discount (Disposable) off remaining balance over \$130) ⁴	Up to \$98
MEDICALLY NECESSARY ¹	Covered 100%	\$200
EVALUATION & FITTING ²	Covered 100%	Daily Wear: \$20 / Extended Wear: \$30

¹Prior Authorization required from NVA

²Only covered if member chooses Contact Lenses.

³Discount does not apply at Wal-mart/Sam's Club locations or for certain proprietary frame brands.

⁴Discount does not apply at Wal-mart/Sam's Club locations, Cole corporate locations (if applicable) or Contact Fill.

NOTE: If covered participants choose extra options, they are responsible for the additional cost of the options paid directly to the ECP

MONTHLY RATES

MIXED CONTRIBUTION (EMPLOYER CONTRIBUTES 100% FOR EMPLOYEE AND 0% FOR DEPENDENTS)			
FULL SERVICE - \$10 EXAM CO-PAYMENT	EMPLOYEE ONLY	EMPLOYEE + 1	FAMILY
BASE RATE	\$6.56	\$11.23	\$17.94
PPACA HEALTH INSURER FEE	\$0.38	\$0.65	\$1.04
PREMIUM	\$6.94	\$11.88	\$18.98

NOTE: All proposed rates are guaranteed for 48 months from effective date. This quote is based on 175 eligible enrollees. This proposal includes 10% commission. Rates include the federally mandated PPACA fee for the first year. Premium is subject to adjustment in the event of changes in benefits, contributions, or the number of eligible employees, or any future additional tax, fee or assessment imposed by the Federal or State governments with associated administrative costs and expenses.

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Signature/Date

NVA Approval



FIXED PRICING ON LENS OPTIONS

LENS OPTIONS	FIXED FEES	LENS OPTIONS	FIXED FEES
Polycarbonate SV	\$25.00	Progressives(Standard)*	\$50.00
Polycarbonate BI	\$30.00	Progressives(Premium)*	\$100.00
Polycarbonate TRI	\$30.00	Scratch-Resistant Coating(Standard)	\$10.00
Transitions SV	\$65.00	UV Coatings	\$12.00
Transitions BI	\$70.00	Polarized	\$75.00
Transitions TRI	\$70.00	High Index	\$55.00
Glass Photogrey SV	\$20.00	Blended Bifocals(Segment)	\$30.00
Glass Photogrey BI	\$30.00	Solid Tints	\$10.00
Glass Photogrey TRI	\$30.00	Fashion Gradient Tint	\$12.00
Anti-Reflective Coatings(Standard)	\$40.00		

*Fixed pricing not available on certain brands.

Note: Fixed prices are available in-network only. Members receive a 20% courtesy discount on lens options not listed above. Fixed prices/courtesy discount do not apply at Wal-Mart/Sam's Club locations. Discounts are not insured benefits. In certain states, members may be required to pay the full retail amount and not the negotiated discount amount at certain participating providers.

DISCOUNTED SERVICES INCLUDED

MAIL ORDER CONTACT LENS REPLACEMENT PROGRAM	See NVA Value-Added Services at No Additional Cost section on the subsequent page for more details about the NVA Mail Order Contact Lens Replacement Program
LASIK SURGERY	Extensive discounts at participating LASIK Providers. In certain states, members may be required to pay the full retail amount and not the negotiated discount amount at certain participating providers.

NVA EYEESSENTIALSM PLAN

After the enrolled member has exhausted their funded benefit, they are eligible to access the EyeEssentialSM Plan discount on additional purchases during the plan period.

NVA introduces the EyeEssentialSM Discount Plan – a low cost, member-friendly vision plan which includes significant discounts on materials through participating NVA network ECPs. Below is the plan design.

SERVICE OR MATERIAL	MEMBER COST
COMPREHENSIVE VISION EXAMINATION (INCLUDING DILATION AS PROFESSIONALLY INDICATED)	Balance after \$10 Discount
LENSES	STANDARD GLASS OR PLASTIC
SINGLE VISION	\$35.00
BIFOCAL	\$55.00
TRIFOCAL	\$70.00
LENTICULAR	\$70.00
LENS OPTIONS	
UV COATING	\$12.00
TINT (SOLID & GRADIENT)	\$12.00
SCRATCH RESISTANT COATING (STANDARD)	\$15.00
POLYCARBONATE (STANDARD)	\$35.00
ANTI-REFLECTIVE COATING (STANDARD)	\$45.00
POLARIZED	\$75.00
TRANSITIONS	Single Vision - \$65.00 Bifocal & Trifocal - \$70.00
PROGRESSIVE (STANDARD)	\$50.00 + Bifocal/Trifocal Charge
OTHER ADD-ON SERVICES	20% off retail
FRAMES (Any eligible frame at ECP's location)	35% off retail
CONTACT LENSES (Discount does not apply at Contact Fill)	
CONVENTIONAL	15% off retail price
DISPOSABLE	10% off retail price
FITTING AND FOLLOW UP	10% off retail price

Please Note: The NVA EYEESSENTIALSM Plan is available at an in-network provider only. Frequency of use is unlimited. EYEESSENTIALSM Discount Program prices do not apply at select retail locations including Wal-Mart/Sam's Club locations due to Wal-Mart/Sam's Club Everyday Low Prices and Cole corporate locations. In certain states, members may be required to pay the full retail amount and not the negotiated discount amount at certain participating providers.

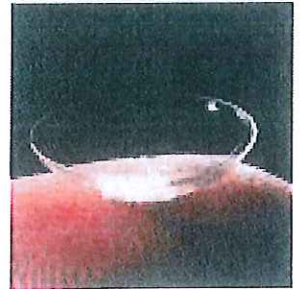


NVA VALUE-ADDED SERVICES AT NO ADDITIONAL COST

CONTACT FILL — CONTACT LENS MAIL ORDER REPLACEMENT PROGRAM

NVA offers a contact lens mail-order replacement program through its subsidiary, Contact Fill, L.L.C. Contact Fill offers all major types of contact lenses including:

- Conventional
- Disposable
- Bifocal
- Toric
- Gas permeable
- Color



This additional benefit provides a significant savings and the added convenience of direct delivery at no cost to the plan. **Members can utilize their in network benefit through the Contact Fill program, no claim submission is required.**

NVA offers Jefferson County Commission employees FREE SHIPPING on their first purchase from our mail-order contact lens partner, Contact Fill. A customized code will be provided to the members in the member Welcome Packet. The code must be used to redeem this exclusive offer.

Below are three different options for ordering and reordering lenses:

- **PHONE:** (866) CFI-1EYE (The average phone order takes less than four minutes to complete.)
- **FAX:** (866) 589-6969
- **MAIL:** Contact Fill, L.L.C.
5040 Ritter Road
Mechanicsburg, PA 17055

A valid prescription is required to dispense contact lenses by mail.

Contact Fill's licensed optician will verify a participant's prescription with the ECP, for phone and e-mail orders. All orders are shipped in unmarked packages via United Parcel Service or U.S. First Class Mail, and are dispensed from our Mechanicsburg, PA location.

To learn more, visit our website at www.contactfill.com.

LASIK

LASIK is one of the most popular elective procedures on the market today.

Many members who wish to eliminate or reduce their dependence on glasses or contacts choose laser vision correction as a solution.

- There are approximately 60 million people in the U.S. who are candidates for laser vision correction.*
- Over 7 million patients treated in the U.S. since FDA approval in October 1995.*
- Members are becoming savvy in their purchasing habits and expect their plan to offer savings on this popular procedure.
- A Lasik program completes a strong health & wellness portfolio that employers & employees value and expect.
- Laser Vision Correction is an eligible FSA (Flexible Spending Account) expenditure according to the IRS** allowing members to realize even greater savings by utilizing pre-tax dollars.
- A comprehensive LASIK exam to determine candidacy may also reveal existing unknown eye health issues such as Keratoconus and macular degeneration.

WHAT IS LASIK?

LASIK – Laser-Assisted In Situ Keratomileusis is a refractive procedure used to change the shape of the cornea.

THE LASIK EXPERIENCE

Eyesight is not something to be taken for granted. For those who are dependent on contacts or glasses to correct their vision, LASIK is a very popular alternative.

Millions of people have experienced the benefits of laser vision correction. For many it means much more than the convenience of not wearing glasses or contacts. Comments from those who have LASIK range from "THANK YOU" to claims that LASIK is a truly life-changing experience.

The process is simple:

1. Find a provider (Call 1-877-295-8599 or visit www.e-nva.com)
2. Schedule a pre-operative exam to determine if laser vision correction is right for you
3. Schedule a treatment
4. Pay discounted member price directly to the provider

ENJOY THE FREEDOM OF LASIK!



Not actual patients. Paid professionals.

The National LASIK Network

Access to providers

NVA has chosen The National LASIK Network to serve their members. This network was developed by LCA-Vision in 1999 and is one of the largest panels of LASIK surgeons in the U.S.

- Approximately 96% of current members have at least one provider in their marketing area

Quality

LCA is committed to providing quality laser vision correction services to the people we serve. The cornerstone of this commitment is our Quality Assurance Program. The key elements of our Quality Assurance Program are listed below:

- Network Medical Advisory Board
- Patient (Member) Surveys
- Credentialing Standards. Source verification of providers by an outside firm to ensure all surgeons are credentialed to NCQA recommended standards, ensuring the highest quality in patient care.
- Continuing Education
- Product Quality Assurance
- Outcome Evaluations

Members are entitled to **SIGNIFICANT DISCOUNTS** and a **FREE INITIAL CONSULTATION** with all in-network providers.

Member Value

All providers are contracted to extend members discounts of "standard" prices or "promotional" prices, ensuring the member will pay less than the public.

- 15% off standard prices -or- 5% off promotional prices

All-Inclusive Discounts

- All in-network providers extend the discount on the entire cost of the procedure, maximizing member savings

Additional Member Value - Members are entitled to these additional benefits available exclusively at LasikPlus locations nationwide:

- Special "set prices" ranging from \$695* to \$1,895 per eye on select technologies
- Free initial consultation and comprehensive LASIK exam
- Advanced laser technologies including custom and blade-free (All-Laser LASIK) procedures
- Attractive financing options available

* Nearsighted better than -2 with astigmatism better than -1 and other restrictions may apply.



NVA Participating Vision Eye Care Professional Directory

This directory is sorted by City. Simply locate your City and then contact any listed Eye Care Professional in your area. Inform the Participating Eye Care Professional that you have Vision Care Benefits available from NVA. They will then call us to verify your coverage. You should also present your NVA Identification card when you arrive for your appointment.

If you obtain services and/or materials from Non-Participating Eye Care Professionals, you must pay the Eye Care Professional in full and submit your receipt to NVA in order to receive a reimbursement according to your plan reimbursement schedule.

PLEASE NOTE: The eye care professional information listed was current at the time of printing and is subject to change without notice. Before making an appointment and/or ordering eyewear, please confirm with the eye care professional that they are still affiliated with NVA. Some eye care professionals may provide examinations only or materials only - please be sure to call your selected eye care professional to verify which services are available. The following network listing includes limited Pearle store locations (list available upon request). For up to date eye care professional information, please visit us on the web at www.e-nva.com.

DEFINITIONS / SERVICE LEVELS:

MD: Ophthalmologist is a medical doctor who specializes in eye health and disease.

OD: Optometrist is a doctor of Optometry.

Optician is a technician who is trained to fill prescriptions for lenses written by an Ophthalmologist or Optometrist.

Bolded Entry: Eye Care Professional Location

Service Level (Svc):

A = Exam & Eyeglasses

C = Contacts only

E = Exam only

G = Eyeglasses only

B = Exam & Contacts

D = Eyeglasses & Contacts

F = Full Service

Name	Phone	Address	City	Svc
VISIONWORKS	304.733.3313	500 MALL RD UNIT 150	BARBOURSVILLE	D
STURGEONS OPTICAL	304.733.0101	3540 RT 60 EAST	BARBOURSVILLE	F
CROWDER OD ERIC L.	304.733.0101	STURGEONS OPTICAL 3540 RT 60 EAST	BARBOURSVILLE	F
SEARS OPTICAL	304.733.0582	HUNTINGTONMALL 100 HUNTINGTON MALL	BARBOURSVILLE	D
EYEMART EXPRESS LTD	304.733.4602	2010 THUNDERING HERD DR.	BARBOURSVILLE	G
WALMART VISION CENTER	304.733.9246	25 NICHOLS DR	BARBOURSVILLE	D
ROBERT B. PATE OD	304.733.1656	VISIONWORKS 500 MALL RD. UNIT #150	BARBOURVILLE	E
CARR EYE CARE	304.250.4995	1236 N. EISENHOWER DR.	BECKLEY	B
CARR OD WESTLEY	304.250.4995	CARR EYE CARE 1236 N. EISENHOWER DR.	BECKLEY	B
WATSON OD DAVID M.	304.250.4995	CARR EYE CARE 1236 N. EISENHOWER DR.	BECKLEY	B
ROSS OD PATRICIA N.	304.250.4995	CARR EYE CARE 1236 N. EISENHOWER DR.	BECKLEY	B
EYEMART EXPRESS #134	304.250.4995	1236 N. EISENHOWER DR.	BECKLEY	G
DAVID M WATSON OD	304.250.0336	WALMART VISION CENTER 1330 N EISENHOWER DR	BECKLEY	E
JOHN C BAILES OD	304.252.4114	SAM'S CLUB OPTICAL 1220 NORTH EISENHOWER DR	BECKLEY	E
SAM'S OPTICAL	304.252.0347	1220 N EISENHOWER DR	BECKLEY	D
WALMART VISION CENTER	304.255.7920	1330 N EISENHOWER DR	BECKLEY	D
PEARLE VISION #2279	304.325.0527	RT 460 BOX 7054	BLUEFIELD	D
DIAMOND OD MELISSA A.	304.842.8331	JC PENNEY OPTICAL W.VIRGINIA 76 MEADOWBROOK MALL	BRIDGEPORT	E

NVA Participating Vision Eye Care Professional Directory

Name	Phone	Address	City	Svc
JC PENNEY OPTICAL	304.842.8331	MEADOWBROOK MALL	BRIDGEPORT	D
SEARS OPTICAL	304.842.7205	MEADOWBROOK MALL 225 MEADOWBROOK RD	BRIDGEPORT	D
KELLI MCCARTNEY OD	304.842.5544	KELLI MCCARTNEY O.D. 2580 MEADOWBROOK MALL	BRIDGEPORT	E
REGIONAL EYE ASSOCIATES	304.842.2187	110 CAMBRIDGE PL	BRIDGEPORT	E
WALMART VISION CENTER	304.472.7294	100 BUCKHANNON CROSSROADS WALMART VISION CENTER	BUCKHANNON	D
BARBARA A SHARPS OD	304.472.7703	100 BUCKHANNON CROSSROADS WALMART VISION CENTER	BUCKHANNON	E
MICHAEL R LOOPER OD	304.472.7703	100 BUCKHANNON CROSSROADS NATIONAL VISION INC	BUCKHANNON	E
KALRA OD SONA	304.728.4463	96 PATRICK HENRY WAY	CHARLES TOWN	E
ALLEGANY OPTICAL	304.725.4828	838 SOMERSET BLVD. ALLEGANY OPTICAL	CHARLES TOWN	F
FLEMING OD PATRICK	304.725.4828	838 SOMERSET BLVD. ALLEGANY OPTICAL	CHARLES TOWN	F
HOOVER OD ANNETTE M.	304.725.4828	838 SOMERSET BLVD. ALLEGANY OPTICAL	CHARLES TOWN	F
KOSKI OD ELIZABETH ANN	304.725.4828	838 SOMERSET BLVD. 96 PATRICK HENRY WAY	CHARLES TOWN	F
NATIONAL VISION INC #2566	304.728.4463	96 PATRICK HENRY WAY	CHARLES TOWN	D
VISIONWORKS	304.345.1233	1031 CHARLESTON TOWN CENTER VISIONWORKS	CHARLESTON	D
LEE N BRYANT OD	304.345.1970	1031 CHARLESTON TOWN CENTER TOWN CENTER MALL	CHARLESTON	E
SEARS OPTICAL	304.357.7211	200 QUARRIER ST SAM'S OPTICAL	CHARLESTON	D
AGARWAL MD CHAITANYA K.	304.414.0022	2500 MOUNTAINEER BLVD	CHARLESTON	E
SAM'S OPTICAL	304.746.6253	2500 MOUNTAINEER BLVD	CHARLESTON	D
EYEMART EXPRESS LTD	304.566.4393	538 EMILY DR.	CLARKSBURG	G
OPTOMETRIC EYECARE	304.624.5642	104 E MAIN ST	CLARKSBURG	F
NATIONAL VISION INC #1544	304.622.2494	550 EMILY DRIVE WALMART VISION CENTER	CLARKSBURG	D
YEARGO OD J. CHRISTOPHER	304.637.5554	721 BEVERLY PIKE	ELKINS	E
WALMART VISION CENTER	304.636.2138	721 BEVERLY PIKE 123 W. WAGNER	ELKINS	D
LUCKY EYE CARE	304.869.3028	P.O. BOX 280 LUCKY EYE CARE	ELLENBORO	F
LUCKY FLORES OD MALINDA	304.869.3028	123 W. WAGNER	ELLENBORO	F
REGIONAL EYE ASSOCIATES	304.366.7947	ONE PHYSICIANS PLAZA	FAIRMONT	F
WALMART VISION CENTER	304.363.0832	#1 TYGART VALLEY MALL	FAIRMONT	D
NATIONAL VISION INC #1360	304.574.3788	100 FAYETTE TOWN CENTER RD	FAYETTEVILLE	D
LUCKY EYE CARE	304.462.8314	809 MINERAL RD. LUCKY EYE CARE	GLENVILLE	F
LUCKY FLORES OD MALINDA	304.462.8314	809 MINERAL RD.	GLENVILLE	F
VALLEY HEALTH EAST HUNTINGTON	304.399.3310	3377 US RTE. 60 VALLEY HEALTH EAST HUNTINGTON	HUNTINGTON	F
GINIER OD ALVIN R.	304.399.3310	3377 US RTE. 60	HUNTINGTON	F
WALMART VISION CENTER	304.733.4793	5170 US ROUTE 60 EAST	HUNTINGTON	D
EYE ASSOCIATES	304.757.8700	3660 TEAYS VALLEY RD. EYE ASSOCIATES	HURRICANE	F
KING MD DEVIN A.	304.757.8700	3660 TEAYS VALLEY RD.	HURRICANE	F

NVA Participating Vision Eye Care Professional Directory

Name	Phone	Address	City	Svc
WALMART VISION CENTER	304.562.6045	167 PROGRESS WAY	HURRICANE	D
WILLIAM B. CONRAD OD	304.788.7760	WALMART VISION CENTER RR #4 STATE ROUTE 220 SOUTH	KEYSER	E
MOUNTAIN STATE EYE CENTER	304.788.7800	RT 3 BOX 3300	KEYSER	F
HARVEY II OD JACK W	304.788.7800	MOUNTAIN STATE EYE CENTER RT 3 BOX 3300	KEYSER	F
WALMART VISION CENTER	304.788.8176	RR #4 STATE ROUTE 220 SOUTH	KEYSER	D
REGIONAL EYE ASSOCIATES	304.598.3301	300 SOUTH PRICE ST	KINGWOOD	F
KAREN HOBLITZELL OD	304.645.5297	WALMART VISION CENTER 520 N JEFFERSON ST	LEWISBURG	E
WALMART VISION CENTER	304.645.5297	520 N JEFFERSON ST	LEWISBURG	D
NATIONAL VISION INC #2610	304.752.2853	77 NORMAN MORGAN BLVD	LOGAN	D
DAVID M WATSON OD	304.256.6493	WALMART VISION CENTER 1881 ROBERT C BYRD DR	MACARTHUR	E
PATRICIA NEAL ROSS OD	304.250.0032	WALMART VISION CENTER 1881 ROBERT C BYRD DR	MACARTHUR	E
WALMART VISION CENTER	304.256.6493	1881 ROBERT C BYRD DR	MACARTHUR	D
SIMI B SETHI OD	304.274.3962	WALMART VISION CENTER 5680 HAMMONDS MILL RD	MARTINSBURG	E
SONA KALRA OD	304.262.6543	WALMART VISION CENTER 800 FOXCRAFT AVE	MARTINSBURG	E
SONA KALRA OD	304.274.3962	WALMART VISION CENTER 5680 HAMMONDS MILL RD	MARTINSBURG	E
SEARS OPTICAL	304.264.8187	800 FOX CROFT AVE	MARTINSBURG	D
ALLEGANY OPTICAL	304.267.9911	910 FOXCROFT AVE.	MARTINSBURG	F
FLEMING OD PATRICK	304.267.9911	ALLEGANY OPTICAL 910 FOXCROFT AVE.	MARTINSBURG	F
GUZIC OD NICHOLAS	304.267.9911	ALLEGANY OPTICAL 910 FOXCROFT AVE	MARTINSBURG	F
KOSKI OD ELIZABETH ANN	304.267.9911	ALLEGANY OPTICAL 910 FOXCROFT AVE	MARTINSBURG	F
HOOVER OD ANNETTE M.	304.267.9911	ALLEGANY OPTICAL 910 FOXCROFT AVE.	MARTINSBURG	F
ALLEGANY OPTICAL	304.263.4000	5405 WILLIAMSPORT PIKE	MARTINSBURG	F
KOSKI OD ELIZABETH	304.263.4000	ALLEGANY OPTICAL 5405 WILLIAMSPORT PIKE	MARTINSBURG	F
KEMIDI OD NAGARAJU	304.263.4000	ALLEGANY OPTICAL 5405 WILLIAMSPORT PIKE	MARTINSBURG	F
BRONDSTATERS OPT AMERICA	304.263.2020	800 FOXCROFT AVE STE 914	MARTINSBURG	D
MARTINSBURG OPTICAL INC	304.263.3095	608 W ADDITION ST	MARTINSBURG	F
ROBERT C. BARNETTE II OD	304.264.8187	SEARS OPTICAL 800 FOXCROFT AVE	MARTINSBURG	E
ROBERT C. BARNETTE II OD	304.262.6543	WALMART VISION CENTER 800 FOXCRAFT AVE	MARTINSBURG	E
ROBERT C. BARNETTE II OD	304.274.3962	WALMART VISION CENTER 5680 HAMMONDS MILL RD	MARTINSBURG	E
WALMART VISION CENTER	304.263.8730	800 FOX CRAFT AVENUE	MARTINSBURG	D
WALMART VISION CENTER	304.274.3962	5680 HAMMONDS MILL RD	MARTINSBURG	D
FIELD OF VISION OPTICAL CENTER	304.864.2242	RR 2 BOX 326	MASONTOWN	D
DIAMOND OD MELISSA A.	304.983.8830	SEARS OPTICAL 9520 MALL RD.	MORGANTOWN	E
SEARS OPTICAL	304.983.6355	MORGANTOWN MALL 9500 MALL RD	MORGANTOWN	D

NVA Participating Vision Eye Care Professional Directory

Name	Phone	Address	City	Svc
MARK D ROBINSON OD	304.296.3333	827 FAIRMONT RD SUITE 105	MORGANTOWN	F
MICHAEL R LOOPER OD	304.296.3333	827 FAIRMONT RD STE 105	MORGANTOWN	F
WING LAM OD	304.292.7240	730 VENTURE DR	MORGANTOWN	F
KELLI MCCARTNEY OD	304.285.5480	SAM'S OPTICAL 6001 UNIVERSITY TOWN CENTER DR	MORGANTOWN	E
THE LOOKING GLASS DESIGNER EYEWEAR	304.285.5480	1076 SUNCREST TOWNE CENTRE	MORGANTOWN	F
MCCARTNEY OD KELLI MARIE	304.285.5480	THE LOOKING GLASS DESIGNER EYE 1076 SUNCREST TOWNE CENTRE	MORGANTOWN	F
THE EYE GALLERY	304.598.2909	3142 COLLINS FERRY RD	MORGANTOWN	F
HILTON OD STEPHEN	724.598.2909	THE EYE GALLERY 3142 COLLINS FERRY RD	MORGANTOWN	F
MORGANTOWN EYE ASSOCIATES	304.598.2020	3000 HAMPTON CENTER STE A	MORGANTOWN	F
OWEN OD ERICA LYNN	304.598.2020	MORGANTOWN EYE ASSOCIATES 3000 HAMPTON CENTER STE A	MORGANTOWN	F
BYRD OPTICAL CENTER	304.598.2909	3142 COLLINS FERRY RD	MORGANTOWN	F
ROBERT C. BARNETTE II OD	304.906.7164	SAM'S OPTICAL 6001 UNIVERSITY TOWN CENTER DR	MORGANTOWN	E
REGIONAL EYE ASSOCIATES	304.598.3301	1255 PINEVIEW DR	MORGANTOWN	E
GAMPONIA MD EDGAR C	304.598.3301	REGIONAL EYE ASSOCIATES 1255 PINEVIEW DR	MORGANTOWN	E
LEMBRY MD HEATH L	304.598.3301	REGIONAL EYE ASSOCIATES 1255 PINEVIEW DR	MORGANTOWN	E
MAYLE MD MARK D	304.598.3301	REGIONAL EYE ASSOCIATES 1255 PINEVIEW DR	MORGANTOWN	E
POWELL MD STEPHEN R	304.598.3301	REGIONAL EYE ASSOCIATES 1255 PINEVIEW DR	MORGANTOWN	E
SCHWAB MD LARRY	304.598.3301	REGIONAL EYE ASSOCIATES 1255 PINEVIEW DR	MORGANTOWN	E
STEWART MD HEIDI C	304.598.3301	REGIONAL EYE ASSOCIATES 1255 PINEVIEW DR	MORGANTOWN	E
WOOD MD BRIAN L.	304.598.3301	REGIONAL EYE ASSOCIATES 1255 PINEVIEW DR	MORGANTOWN	E
SAM'S OPTICAL	304.598.3169	6001 UNIVERSITY TOWN CENTER DR	MORGANTOWN	D
WALMART VISION CENTER	304.292.4893	215 HORNBECK RD	MORGANTOWN	F
WALMART VISION CENTER	304.598.3451	6051 UNIVERSITY TOWN CENTER DR	MORGANTOWN	D
WALMART VISION CENTER	304.843.1532	240 NORTH LAFAYETTE AVE	MOUNDSVILLE	D
SEARS OPTICAL	304.254.2014	CROSSROADS MALL 100 CROSSROADS MALL	MOUNT HOPE	D
DAVID W HARSHBERGER OD	304.455.6268	WALMART VISION CENTER 1142 SOUTH BRIDGE STREET	NEW MARTINSVILLE	E
WALMART VISION CENTER	304.455.6461	1142 SOUTH BRIDGE STREET	NEW MARTINSVILLE	F
EDMONDS DAVID	304.455.6461	1142 SOUTH BRIDGE STREET	NEW MARTINSVILLE	F
WALMART VISION CENTER	304.769.0144	100 NITRO MARKETPLACE	NITRO	D
LANCE A INMAN OD	304.489.2086	WALMART VISION CENTER 2900 PIKE ST	PARKERSBURG	E
WALMART VISION CENTER	304.489.3047	2900 PIKE STREET	PARKERSBURG	D

NVA Participating Vision Eye Care Professional Directory

Name	Phone	Address	City	Svc
REGIONAL EYE ASSOCIATES	304.598.3301	REGIONAL EYE ASSOCIATES 10 VALLEY ST # 201	PETERSBURG	F
BENNETT OD CHERYL L.	304.598.3301	REGIONAL EYE ASSOCIATES 10 VALLEY VIEW ST # 201	PETERSBURG	F
WALMART VISION CENTER	304.431.2108	201 GREASY RIDGE ROAD	PRINCETON	D
RAMSON OPTICAL CENTER LLC	304.725.8866	217 OAK LEE DR STE 12B	RAMSON	F
SETHI OD SIMI B	304.725.8866	RAMSON OPTICAL CENTER LLC 217 OAK LEE DR STE 12B	RAMSON	F
REBUCK OD RICHARD C.	304.725.2020	805 N. MILDRED ST. SUITE 3	RAMSON	E
WALMART VISION CENTER	304.372.5983	200 ACADEMY DR	RIPLEY	D
EYEMART EXPRESS LTD	304.746.3937	304 SOUTHRIDGE BLVD.	SOUTH CHARLESTON	G
NATIONAL VISION INC #2036	304.744.2261	2700 MOUNTAINEER BLVD	SOUTH CHARLESTON	D
WALMART VISION CENTER	304.872.2556	200 WAL STREET	SUMMERSVILLE	D
JC PENNEY OPTICAL	304.547.0095	515 CABELA DR	TRIADELPHIA	D
WALMART VISION CENTER	304.547.1726	450 STEWART LANE	TRIADELPHIA	D
DOUGLAS K GRAEBE OD	304.547.0095	JC PENNEY OPTICAL 515 CABELA DR	TRIDELPHIA	E
DR STEPHENS & ASSOC	304.485.1199	P.O. BOX 6018 244 GRAND CENTRAL MALL	VIENNA	E
J MATTHEW WEAVER OD	304.420.2281	SEARS OPTICAL 500 GRAND CENTRAL MALL	VIENNA	E
CARRIE K STEPHENS OD	304.295.7906	SAM'S OPTICAL 1100 GRAND CENTRAL AVE	VIENNA	E
RITCHIE OD DOUGLAS F.	304.295.5025	EYEDOCTORS 1500 GRAND CENTRAL AVE	VIENNA	F
SHOWALTER OD JILL K.	304.295.5025	EYEDOCTORS 1500 GRAND CENTRAL AVE.	VIENNA	F
SEARS OPTICAL	304.420.2280	500 GRAND CENTRAL MALL	VIENNA	D
EYEMART EXPRESS LTD	304.699.4209	900 GRAND CENTRAL AVE. STE. A	VIENNA	G
JOHN A STAVRAKIS OD	304.428.0390	701 GRAND CENTRAL AVE	VIENNA	F
NATIONAL VISION INC #1782	304.428.0258	701 GRAND CENTRAL AVENUE	VIENNA	D
SAM'S OPTICAL	304.295.0280	1100 GRAND CENTRAL AVE	VIENNA	D
ELI DRAGISICH OD	407.445.4044	WALMART VISION CENTER 400 THREE SPRINGS DR.	WEIRTON	E
DR KUCHER AND ASSOCIATES	304.748.2055	117 THREE SPRING DR. STE. 3	WEIRTON	F
KUCHER OD MICHAEL P	304.748.2055	DR KUCHER AND ASSOCIATES 117 THREE SPRING DRIVE, STE 3	WEIRTON	F
PENDRACKY OD LEON J.	304.748.2055	DR KUCHER AND ASSOCIATES 117 THREE SPRING DR. STE. 3	WEIRTON	F
RAAB OD LAURIE A	304.748.2055	DR KUCHER AND ASSOCIATES 117 THREE SPRING DRIVE, STE 3	WEIRTON	F
WALMART VISION CENTER	407.445.4044	400 THREE SPRINGS DR.	WEIRTON	D
DR KUCHER AND ASSOCIATES	304.737.1313	2520 COMMERCE ST	WELLSBURG	F
KUCHER OD MICHAEL P	304.737.1313	DR KUCHER AND ASSOCIATES 2520 COMMERCE ST	WELLSBURG	F
PENDRACKY OD LEON J	304.737.1313	DR KUCHER AND ASSOCIATES 2520 COMMERCE ST	WELLSBURG	F
RAAB OD LAURIE A	304.737.1313	DR KUCHER AND ASSOCIATES 2520 COMMERCE ST	WELLSBURG	F
JOSEPH M BANNON OD	304.234.4455	1021 NATIONAL RD	WHEELING	F
WHEELING OPTICAL	304.232.6501	1101 MARKET ST	WHEELING	D

NVA Participating Vision Eye Care Professional Directory

Name	Phone	Address	City	Svc
ROBERT L JOSEPH MD	304.232.8440	1300 MARKET ST	WHEELING	F
PROFESSIONAL OPTICAL CTR	304.232.6911	1300 MARKET ST	WHEELING	F
WILLIAMSTOWN EYE CLINIC	304.375.6468	442 HIGHLAND AVE	WILLIAMSTOWN	F
LUCKY EYE CARE	304.375.5825	106 HIGHLAND AVE.	WILLIAMSTOWN	F
LUCKY FLORES OD MALINDA	304.375.5825	LUCKY EYE CARE 106 HIGHLAND AVE.	WILLIAMSTOWN	F

Jefferson County Commission

Managed Care Accessibility Analysis

A report on the accessibility of the

NVA Eye Care Professional Network

for the employees of

Jefferson County Commission

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ZIP Codes not meeting the access standard 4

NVA Eye Care Professional Network

Jefferson County Commission

Employees with desired access

2 providers within 15 miles

Accessibility summary

Accessibility analysis specifications	
Provider group:	NVA Eye Care Professional Network 50,058 providers at 29,617 locations
Employee group:	Jefferson County Commission 175 employees
Access standard:	2 in 15
Employees with desired access:	171 (97.7%)

Average distance to a choice of providers for employees with desired access					
Number of providers	1	2	3	4	5
Miles	3.7	4.4	4.8	5.1	5.3

Key geographic areas				
City	Total number of employees	Employees with desired access		
		Number	Percent	Average distance to 2 providers
CHARLES TOWN, WV	40	40	100.0	2.8
MARTINSBURG, WV	33	33	100.0	2.3
KEARNEYSVILLE, WV	23	23	100.0	6.1
RANSON, WV	18	18	100.0	0.8
HARPERS FERRY, WV	14	14	100.0	5.6
SHEPHERDSTOWN, WV	11	11	100.0	8.4
INWOOD, WV	10	10	100.0	7.8
HEDGESVILLE, WV	8	8	100.0	9.2
BUNKER HILL, WV	3	3	100.0	9.2
FALLING WATERS, WV	3	3	100.0	4.1

ZIP Codes meeting the access standard

Jefferson County Commission						
City	ZIP Code	Total number of employees	Employees with desired access			
			Number	Pct	Average distance to providers	
					1	2
BOONSBORO, MD	21713	1	1	100.0	9.9	10.6
FREDERICK, MD	21702	1	1	100.0	0.7	1.8
HAGERSTOWN, MD	21742	1	1	100.0	1.1	1.1
JEFFERSON, MD	21755	1	1	100.0	4.6	7.8
BUNKER HILL, WV	25413	3	3	100.0	7.0	9.2
CHARLES TOWN, WV	25414	40	40	100.0	1.9	2.8
FALLING WATERS, WV	25419	3	3	100.0	3.8	4.1
GLENGARY, WV	25421	1	1	100.0	6.0	10.3
HARPERS FERRY, WV	25425	14	14	100.0	4.1	5.6
HEDGESVILLE, WV	25427	8	8	100.0	9.2	9.2
INWOOD, WV	25428	10	10	100.0	7.6	7.8
KEARNEYSVILLE, WV	25430	23	23	100.0	5.1	6.1
MARTINSBURG, WV	25401	8	8	100.0	0.4	0.5
	25402	1	1	100.0	0.3	0.3
	25403	8	8	100.0	3.5	3.5
	25404	7	7	100.0	1.8	2.0
	25405	9	9	100.0	3.4	3.4
RANSON, WV	25438	18	18	100.0	0.4	0.8
SHENANDOAH JUNCTION, WV	25442	2	2	100.0	4.0	6.2
SHEPHERDSTOWN, WV	25443	11	11	100.0	7.4	8.4
SUMMIT POINT, WV	25446	1	1	100.0	5.9	7.7
TOTALS		171	171	100.0	3.7	4.4

NVA Eye Care Professional Network

Jefferson County Commission

Employees without desired access

2 providers 15 miles

Accessibility summary

Accessibility analysis specifications	
Provider group:	NVA Eye Care Professional Network 50,058 providers at 29,617 locations
Employee group:	Jefferson County Commission 175 employees
Access standard:	2 in 15
Employees without desired access:	4 (2.3%)

Average distance to a choice of providers for employees without desired access					
Number of providers	1	2	3	4	5
Miles	14.8	16.8	17.2	17.5	17.7

Key geographic areas				
City	Total number of employees	Employees without desired access		
		Number	Percent	Average distance to 2 providers
BERKELEY SPRINGS, WV	3	3	100.0	17.2
MERCERSBURG, PA	1	1	100.0	15.9

ZIP Codes not meeting the access standard

Jefferson County Commission						
City	ZIP Code	Total number of employees	Employees without desired access			
			Number	Pct	Average distance to providers	
					1	2
MERCERSBURG, PA	17236	1	1	100.0	14.9	15.9
BERKELEY SPRINGS, WV	25411	3	3	100.0	14.8	17.2
TOTALS		4	4	100.0	14.8	16.8

Guardian/VSP

Renewal Rates At-a-Glance

This plan is currently offered for Insurance Class 1

VISION PLAN RATES -					
Tier	Enrolled Employees	CURRENT		RENEWAL	
		Monthly Rate	Annual Premium	Monthly Rate	Annual Premium
EE	119	\$7.53	\$10,753	\$7.53	\$10,753
EE + 1	38	\$12.89	\$5,878	\$12.89	\$5,878
FAMILY	27	\$20.60	\$6,674	\$20.60	\$6,674
TOTAL	184		\$23,305		\$23,305

Your dental and/or vision premium includes 3.40% to cover the expected cost of the Health Insurance Fee. This fee is not tax deductible to insurance carriers and applies to all insurers offering fully insured medical, dental, and vision coverages.

This plan is currently offered for Insurance Class 1

BASIC LIFE PLAN RATES					
Coverage	Volume	CURRENT		RENEWAL	
		Monthly Rate	Annual Premium	Monthly Rate	Annual Premium
BASIC LIFE	\$3,641,000	\$0.300/\$1000	\$13,108	\$0.300/\$1000	\$13,108

This plan is currently offered for Insurance Class 1

AD&D PLAN RATES					
Coverage	Volume	CURRENT		RENEWAL	
		Monthly Rate	Annual Premium	Monthly Rate	Annual Premium
AD&D	\$3,641,000	\$0.040/\$1000	\$1,748	\$0.040/\$1000	\$1,748

Benefit Summary

for Vision has been prepared for the employees of:

Jefferson County Commission

Exam Plus Allowance

Copayment Amount

No Co-pay

Materials Payment Limit

Your plan provides a \$100 allowance every 12 months to be used for the purchase of eyewear (lenses and frames) from either a network or non-network provider. However, if you purchase materials from a network provider, you receive the discounts on glasses and contact lens professional services shown below. The discount is taken first, then the allowance is applied. Any unused balance remaining after the initial purchase may not be banked for future use.

■ **Network Services**

Eye Exams – Covered in full every 12 months

Glasses (Complete pair of lenses and frames) – 20% Discount off retail price

Primary Eye Care Benefit – Covers the detection, treatment and management of systemic conditions, such as pinkeye, dry eye and other allergic conditions, which if left untreated may result in vision loss. Coverage is subject to a \$5 office visit copay. In-network coverage only.

Doctor's Professional services for Prescription Contact Lenses – 15% Discount off usual and customary charges*

*Includes contact lens evaluation and fitting, not actual contact lenses.

Discounts available on all cosmetic extras

■ **Non – Network Services****

Exams – Covered up to \$46 every 12 Months

** Discounts are not available under non-network services.

-One Year Lock-In/Lock-Out

Your election to enroll in or waive Vision Plan coverage must remain in effect for 12 months (i.e., Nov 1, 2005 through Oct 31, 2006).

This means:

If you enroll in the Plan, you will not be able to drop coverage for yourself or your dependents until the Annual Enrollment in 2006.

- If you elect not to enroll in the Plan or do not enroll an eligible spouse/child, you may not enroll until Annual Enrollment in 2006.

Information: This policy provides vision care limited benefits health insurance only. It does not provide basic hospital, basic medical or major medical insurance as defined by the New York State Insurance Department. Coverage is limited to those charges that are necessary to prevent, diagnose and treat a vision condition. Co-pays apply. The plan does not pay for: orthopedics or vision training and any associated supplemental testing; medical or surgical treatment of the eye; and eye examination or corrective eyewear required by an employer as a condition of employment; lenses and frames that are furnished under this plan, which are lost or broken (except at normal intervals when services are otherwise available). The plan limits benefits for blended lenses, oversized lenses, photochromic lenses, tinted lenses, progressive multifocal lenses, coated or laminated lenses, a frame that exceeds plan allowance, cosmetic lenses; U-V protected lenses and optional cosmetic processes. The services, exclusions and limitations listed above do not constitute a contract and are a summary only. The Guardian plan documents are the final arbiter of coverage. Contract #GP-1-VSN-96-1 et al.

This handout is for illustrative purposes. You will receive benefit booklets. If there is a discrepancy between this handout and your benefit booklet, the benefit booklet prevails.


GUARDIAN®



Summary of Benefits

Vision Benefit Summary

Group ID:	00270632	Member Coverage Type:	Non Contributory
Group Name:	JEFFERSON COUNTY COMMISSION	Dependent Coverage Type:	Contributory
Waiting Period:	1st of the month following date of hire	Class:	0001 ALL ELIGIBLE EMPLOYEES
		As of Date:	08/29/2014

Plan Information

Your network is the VSP - Signature Exam Plus Allowance

Coverage Information

VSP - Signature Exam Plus Allowance		
What's the most cost-effective way to use vision benefits?	You may go to any eye doctor however, if you go to a VSP network provider you will usually pay less.	
	In-Network	Out-Of-Network
Co-Pay		
First service provided	First Services Provided \$0.00	
Exams	Not applicable	
Materials	Not applicable	
How often can I obtain service?	Exams: Every 12 months Lenses: N/A Frames: N/A Materials: N/A	
	In-Network	Out-Of-Network
Eye exams	Copay applies	Amount over: \$46.00
Lenses		
Single vision lenses	20% off UCR	Not Covered
Lined bifocal lenses	20% off UCR	Not Covered

VSP - Signature Exam Plus Allowance		
What's the most cost-effective way to use vision benefits?	You may go to any eye doctor however, if you go to a VSP network provider you will usually pay less.	
	In-Network	Out-Of-Network
Lined trifocal lenses	20% off UCR	Not Covered
Lenticular lenses	20% off UCR	Not Covered
Contact Lenses		
Conventional	Not Covered	Not Covered
Planned replacement and disposable	Not Covered	Not Covered
Medically necessary	Not Covered	Not Covered
Evaluation and fitting	15% off professional fee	Not Covered
Frames	20% off UCR	Not Covered
Lens & Frame Allowance	Up to \$100.00 after discount	Up to \$100.00
Cosmetic Extras	Average 20% savings on lens options like progressives, scratch-resistant and anti-reflective coatings	No discounts
Laser correction surgery	Average 15% discount off usual price or 5% off promotional price.	No discounts

Vision and General Exclusions

Important information

This policy provides vision care limited benefits health insurance only. It does not provide basic hospital, basic medical or major medical insurance as defined by the New York State Insurance Department. Coverage is limited to those charges that are necessary for a routine vision examination. Co-pays apply. The plan does not pay for:

- Orthoptics or vision training and any associated supplemental testing;
- Medical or surgical treatment of the eye;
- Eye examination or corrective eyewear required by an employer as a condition of employment;
- Replacement of lenses and frames that are furnished under this plan, which are lost or broken (except at normal intervals when services are otherwise available or a warranty exists).

The plan limits benefits for blended lenses, oversized lenses, photochromic lenses, tinted lenses, progressive multifocal lenses, coated or laminated lenses, a frame that exceeds plan allowance, cosmetic lenses; U-V protected lenses and optional cosmetic processes. The services, exclusions and limitations listed above do not constitute a contract and are a summary only. The Guardian plan documents are the final arbiter of coverage. Contract #GP-1-VSN-96-VIS et al.

Laser Correction Surgery

Laser surgery is not an insured benefit. The surgery is available at a discounted fee. The covered person must pay the entire discounted fee. In addition, the laser surgery discount may not be available in all states.

This Benefit Summary is for illustrative purposes. Your benefits booklet will show exactly what is covered and/or excluded under your plan. If there is a discrepancy between this Benefit Summary and your benefit booklet, the benefit booklet prevails.

Definitions shown on this site are in summary form and are for general informational purposes. The terms of the insurance

Summary of Employee Cost Sharing of Benefits

Summary of Employee Cost Sharing of Benefits

Health Care - Vendor - Caremark BCBS; PPO National Network

Monthly employee cost sharing

Employee Only	\$ 38.00
Employee + One	\$ 285.00
Employee + Family	\$ 425.00

No change recommended in employee cost sharing for Highmark

Dental – Vendor - Delta Dental; PPO National Network

Monthly employee cost sharing

Employee Only	\$0.00
Employee + One	\$22.36
Employee + Family	\$44.80

No change recommended in employee cost sharing for Dental

Vision - Guardian – Can use any eye vendor

Monthly employee cost sharing

Employee Only	\$0.00
Employee + One	\$5.36 Recommended change to \$4.94 based on selection of NVA option 2
Employee + Family	\$13.08 Recommended change to \$12.04 based on selection of NVA option 2

Life Insurance - \$20,000 paid by the County. Vendor: Guardian.

Accidental D&D - \$20,000 paid by the County. Vendor: Guardian; \$6.80 per employee per month for both life and AD&D.

Optional Life Insurance for employee, spouse and dependent – After tax by employee; Vendor: Guardian. Current rate: \$5,000 coverage for spouse and \$2,500 coverage for children. Cost: \$2.25 per month.

Can purchase spouse life up to \$35,000.

Employee can purchase up to \$50,000 for a total of \$70,000 for the employee optional coverage.

Review of Cash

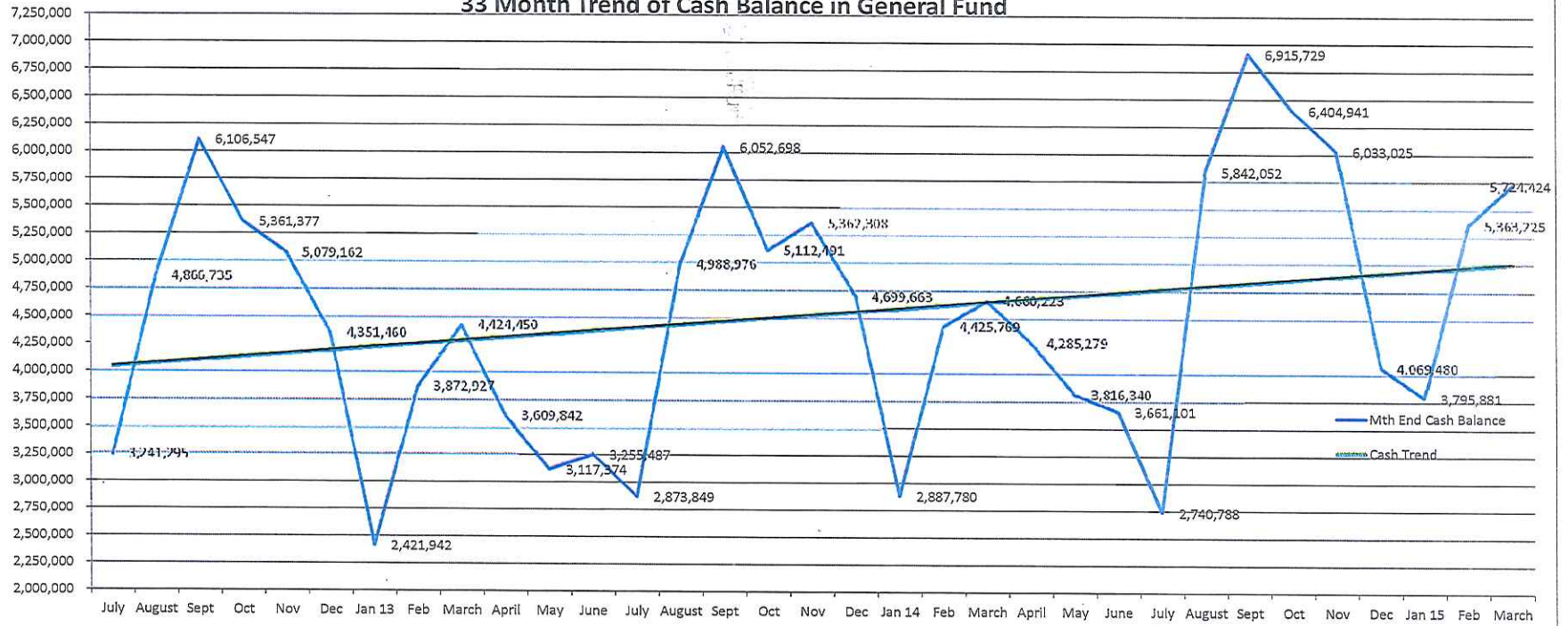
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Listing of Cash Balances by Fund as of March 31, 2015

Fund	Discription	Balance
001	General Operating	5,724,424
002	Coal Severance	32,752
003	Dog & Kennel	31,466
004	General School	-
005	Magistrate Court	1,367
006	Worthless Check	29,145
008	Home Confinement	11,075
009	Federal Grants	-
010	State Grant	-
023	Flood Mitigation	34,958
039	Waste Coal	8,341
056	Assessor Valuation	655,755
057	Farmland Protection	1
059	Concealed Weapons	59,255
063	Voter Registration	134
074	Drug Forfeiture	6,469
075	Sub Division Bond Forfeiture	172
077	Teen Court	1,150
244	Bardane Public Health Center	91,440
246	Capital Outlay	4,316,892
247	Parks Land Fund	-
249	Impact Fees	1,293,011
315	State Police	60
369	Deputy Sheriff Retire	<u>1</u>
Cash all Funds		12,297,868

33 Month Trend of Cash Balance in General Fund



Capital Outlay Fund
 Updated 3/31/15

Cash and Investments as of 2/28/15	\$	4,316,892
CAD amount remaining to be paid	\$	27,822
Shepherdstown Bike Path (cost overrun)	\$	30,000
JCESA Mortgage 10/2015	\$	81,000
County Matching Funds for 12th Cycle Courthouse Grant. Approved 10/2/14 by Commissioners	\$	250,000
Emergency Reserve	\$	2,000,000
Funds available less approved items	\$	1,928,070
Hunter House Renovation	\$	125,000
Mason Bldg elevator	\$	250,000
Assessor Renovations	\$	75,000
Tax Office Renovations	\$	150,000
Possible pending items (unapproved)	\$	600,000
Net Balance	\$	1,328,070

Approved

Possible Pending items discussed by Commissioners
 Committed under Commissioner approved policy number 307

Budget to Actual by
Object Code as of
March 31, 2015

FY15 Revenue and Expenditure
 Compiled April 13, 2015
 Expenditures by Object Code

	FY15 budget	FY15 actual as of 3/31/15	Variance (unfavorable)	% Rec'd/Exp
Revenue				
Taxes	12,059,566	11,052,328	(1,007,238)	91.65
Tax Penalties	301,220	232,045	(69,175)	77.04
Property Transfer	468,000	431,189	(36,811)	92.13
Gas/oil	81,957	81,957	-	100.00
Horse Racing	14,219	9,046	(5,173)	63.62
Wine Liquor	25,433	27,049	1,616	106.35
Hotel Occupancy	520,000	440,352	(79,648)	84.68
Decal fees	75	26	(49)	34.67
Bldg Permits	170,000	148,745	(21,255)	87.50
Misc Permits	150	130	(20)	86.67
Grants	121,000	140,836	19,836	116.39
Payment in lieu of taxes	11,676	11,676	-	100.00
Sheriff Service Process	18,000	13,800	(4,200)	76.67
Sheriff Earnings	28,000	21,547	(6,453)	76.95
Clerk Earnings	206,500	127,404	(79,096)	61.70
Circuit Clerk Earnings	65,183	45,293	(19,890)	69.49
Prosecuting Earnings	1,129	993	(136)	87.95
Accident reports	3,500	3,020	(480)	86.29
Map Sales	4,200	1,789	(2,411)	42.60
Rent	47,175	31,775	(15,400)	67.36
Ambulance Fee	600,000	375,000	(225,000)	62.50
911 Fees	1,885,058	1,331,090	(553,968)	70.61
Franchise Agreements	402,796	317,551	(85,245)	78.84
IRP fees	10,140	5,238	(4,902)	51.66
Jail fees	96,912	96,912	-	100.00
Interest	17,273	18,674	1,401	108.11
Misc revenue	50	3,698	3,648	7,396.00
Sheriff Commission	12,000	11,619	(381)	96.83
Table Games	943,444	662,368	(281,076)	70.21
Video Lottery	3,224,793	2,549,449	(675,344)	79.06
Reimbursements	313,583	183,665	(129,918)	58.57
General School Reimbursements	264,000	207,767	(56,233)	78.70
Trns Assessor Val fund	494,949	-	(494,949)	-
Total Revenue	22,411,981	18,584,031	(3,827,950)	82.92

FY15 Revenue and Expenditure
 Compiled April 13, 2015
 Expenditures by Object Code

	FY15 budget	FY15 actual as of 3/31/15	Variance (unfavorable)	% Rec'd/Exp
Expenditures				
Salaries	9,800,361	6,984,002	2,816,359	71.26
FICA	751,229	542,518	208,711	72.22
Health Insurance	2,011,682	1,368,806	642,876	68.04
Retirement	1,288,435	948,528	339,907	73.62
Telephone	238,298	157,238	81,060	65.98
Printing	24,019	9,213	14,806	38.36
Utilities	291,700	200,786	90,914	68.83
Travel	56,969	25,177	31,792	44.19
Bldg Repairs	70,000	21,261	48,739	30.37
Equip Repairs	200,908	111,239	89,669	55.37
Auto Repairs	8,000	1,051	6,949	13.14
Postage	111,411	101,448	9,963	91.06
Equipment Rent	139,600	104,313	35,287	74.72
Ads/Legal Publications	48,926	20,427	28,499	41.75
Training	54,955	16,037	38,918	29.18
Dues	83,975	49,845	34,130	59.36
Professional Services	257,202	126,173	131,029	49.06
Audit Costs	35,000	34,600	400	98.86
Bonds/Workers Comp	440,369	427,594	12,775	97.10
Sheriff Court Costs	1,000	-	1,000	-
Contracted Services	416,590	203,091	213,499	48.75
Ambulance Fee Remittance	600,000	375,000	225,000	62.50
Bank Charges	500	130	370	26.00
Retired Insurance Prem	81,103	65,112	15,991	80.28
Materials/supplies	400,604	214,213	186,391	53.47
Record Books	8,350	5,189	3,161	62.14
Vehilce Fuel	229,750	118,365	111,385	51.52
Jail Costs	1,100,000	988,090	111,910	89.83
Uniforms	40,875	13,092	27,783	32.03
State Computer	57,875	33,417	24,458	57.74
Computer Software	11,500	3,848	7,652	33.46
Computer Hardware	70,500	28,050	42,450	39.79
Tech Support	121,250	40,548	80,702	33.44
Tech Fees & Lic	57,945	45,008	12,937	77.67
Contributions to other entities	2,993,949	2,624,518	369,431	87.66
Contingency	307,151	-	307,151	-
Total Expenditures	22,411,981	16,007,927	6,404,054	71.43
 Net	 -	 2,576,104		

Budget to Actual by
Department as of
March 31, 2015

FY15 Revenue and Expenditure
 Compiled April 13, 2015
 Expenditures by Department

	FY15 budget	FY14 actual as of 3/31/14	FY15 actual as of 3/31/15	Variance (unfavorable)	% Rec'd/Exp
Revenue					
Taxes	12,059,566	10,590,380	11,052,328	(1,007,238)	91.65
Tax Penalties	301,220	248,627	232,045	(69,175)	77.04
Property Transfer	468,000	1,116,060	431,189	(36,811)	92.13
Gas/oil	81,957	5,294	81,957	-	100.00
Horse Racing	14,219	10,173	9,046	(5,173)	63.62
Wine Liquor	25,433	22,172	27,049	1,616	106.35
Hotel Occupancy	520,000	368,375	440,352	(79,648)	84.68
Decal fees	75	44	26	(49)	34.67
Bldg Permits	170,000	49,549	148,745	(21,255)	87.50
Misc Permits	150	102	130	(20)	86.67
Grants	121,000	160,474	140,836	19,836	116.39
Payment in lieu of taxes	11,676	9,949	11,676	-	100.00
Sheriff Service Process	18,000	11,600	13,800	(4,200)	76.67
Sheriff Earnings	28,000	17,302	21,547	(6,453)	76.95
Clerk Earnings	206,500	139,810	127,404	(79,096)	61.70
Circuit Clerk Earnings	65,183	47,947	45,293	(19,890)	69.49
Prosecuting Earnings	1,129	903	993	(136)	87.95
Accident reports	3,500	2,640	3,020	(480)	86.29
Map Sales	4,200	2,863	1,789	(2,411)	42.60
Rent	47,175	32,162	31,775	(15,400)	67.36
Ambulance Fees	600,000	-	375,000	(225,000)	62.50
911 Fees	1,885,058	1,026,027	1,331,090	(553,968)	70.61
Franshise Agreements	402,796	300,200	317,551	(85,245)	78.84
IRP fees	10,140	6,513	5,238	(4,902)	51.66
Jail fees	96,912	85,651	96,912	-	100.00
Interest	17,273	11,804	18,674	1,401	108.11
Misc revenue	50	186	3,698	3,648	7,396.00
Sheriff Commission	12,000	11,738	11,619	(381)	96.83
Table Games	943,444	788,408	662,368	(281,076)	70.21
Video Lottery	3,224,793	2,657,064	2,549,449	(675,344)	79.06
Reimbursements	313,583	324,912	183,665	(129,918)	58.57
Trans from other funds	-	1,764	-	-	#DIV/0!
General School Reimbursements	264,000	167,912	207,767	(56,233)	78.70
Trns Assessor Val fund	494,949	-	-	(494,949)	-
Total Revenue	22,411,981	18,218,605	18,584,031	(3,827,950)	82.92
Expenditures					
Commission	1,704,450	1,240,057	1,291,190	413,260	75.75
County Clerk	858,405	587,982	515,246	343,159	60.02
Circuit Clerk	684,454	499,122	457,859	226,595	66.89
Treasurer	617,390	462,033	443,693	173,697	71.87
Prosecuting Attny	1,810,398	1,372,057	1,271,179	539,219	70.22
Assessor	550,090	419,557	401,423	148,667	72.97
Assessor AVF	494,949	365,269	335,072	159,877	67.70
Statewide Computer	57,075	40,146	33,417	23,658	58.55
Agricultural Agent	128,222	98,376	83,963	44,259	65.48

FY15 Revenue and Expenditure
Compiled April 13, 2015
Expenditures by Department

	FY15 budget	FY14 actual as of 3/31/14	FY15 actual as of 3/31/15	Variance (unfavorable)	% Rec'd/Exp
Elections	284,240	111,153	211,534	72,706	74.42
Magistrate Court	1,000	683	665	335	66.50
Courthouse (Maintenance)	1,128,469	943,988	808,206	320,263	71.62
Other Buildings	649,750	457,549	399,881	249,869	61.54
Data Processing	335,003	168,262	175,682	159,321	52.44
Regional Dev Authority	19,795	19,794	19,794	1	99.99
Economic Development	448,017	337,387	344,967	103,050	77.00
GIS	242,947	187,386	179,469	63,478	73.87
Planning	394,833	357,794	243,999	150,834	61.80
Engineering	759,137	563,827	533,752	225,385	70.31
Zoning	71,338	58,483	52,596	18,742	73.73
Transfer to other Funds	-	6,250	-	-	#DIV/0!
Contingency	307,151	-	-	307,151	-
Law Enforcement	3,491,075	2,740,053	2,448,871	1,042,204	70.15
Service of Process	18,000	17,206	3,198	14,802	17.77
Regional Jail	1,100,000	860,024	988,090	111,910	89.83
Emergency Services	269,635	181,549	162,124	107,511	60.13
Communication Center	2,001,437	1,530,053	1,409,598	591,839	70.43
Fire Depts	373,625	-	330,250	43,375	88.39
JCESA	1,297,562	1,648,290	1,297,562	-	100.00
Ambulance Fees Remittance	600,000	-	375,000	225,000	62.50
Animal Control	335,644	246,208	223,524	112,120	66.60
Central Garage	352,786	237,460	179,601	173,185	50.91
Parks and Recs	493,529	394,823	374,204	119,325	75.82
Arts and Humanities	10,400	15,639	8,283	2,117	79.64
Historical Commission	15,400	15,639	12,264	3,136	79.64
Visitors Center	260,000	195,488	207,065	52,935	79.64
Library	234,000	187,200	175,500	58,500	75.00
Public Transportation	10,275	6,850	7,706	2,569	75.00
Waste Authority	1,500	14,058	1,500	-	100.00
Clerk Capital Equip		29,580	-		
Total Expenditures	22,411,981	16,617,275	16,007,927	6,404,054	71.43
Net	-	1,601,330	2,576,104		

FY15 Budget Variances
As of March 31, 2015

(unfavorable)

001-301-TT-xxx	Ad Valorem Taxes	100,000	Based on actual to budget
001-308-OT-000	Wine & Liquor Tax	11,000	Based on actual to budget
001-304-OT-000	Property Tax Transfers	97,000	Based on actual to budget
001-318-LP-000	Building Permits	28,000	Based on actual to budget
001-331-CS-000	Cnty Clerk Earnings	(37,000)	Based on actual to budget
001-346-CS-000	911 Fees	(115,000)	Based on actual to budget
001-370-OT-000	Table Games	(60,000)	Based on actual to budget
001-382-MM-000	Misc Reimbursements	<u>(89,000)</u>	Based on actual to budget
Total Revenue Variances		(65,000)	
001-700	Sheriff Cell Phones	(14,644)	Not included in budget
001-xxx-02-216-000-GG-000	Equipment Repair	25,000	Based on actual to budget
001-401-02-230-000-GG-000	Contracted Services	29,000	Based on actual to budget
001-401-02-223-000-GG-000	Professional Services	31,300	Based on actual to budget
001-424-02-218-000-GG-000	Postage	(25,000)	\$9,000 related to ambulance billing
001-xxx-01-105-000-GG-000	Health Insurance	184,935	Elected Depts
001-xxx-xx-222-000-GG-000	Dues	15,000	Based on actual to budget
001-717-03-343-001-GG-000	Central Garage Fuel	67,000	Based on actual to budget
001-xxx-03-341-000-GG-000	Materials & Supplies	100,000	Based on actual to budget
	Transfer to Coal Severance Fund	(10,000)	
001-401-02-226-001-GG-000	Workers Comp	1,741	Based on actual premium
001-704-03-344-000-PS-000	Jail Costs	<u>(217,500)</u>	Trend does not support budget
Total Expenditure Variances		186,832	
Contingency Reserve Available		<u>307,151</u>	
Possible Increase in Fund Balance		428,983	

Video Lottery 001-373-OT-000 45 month Period July 2011 - March 2015

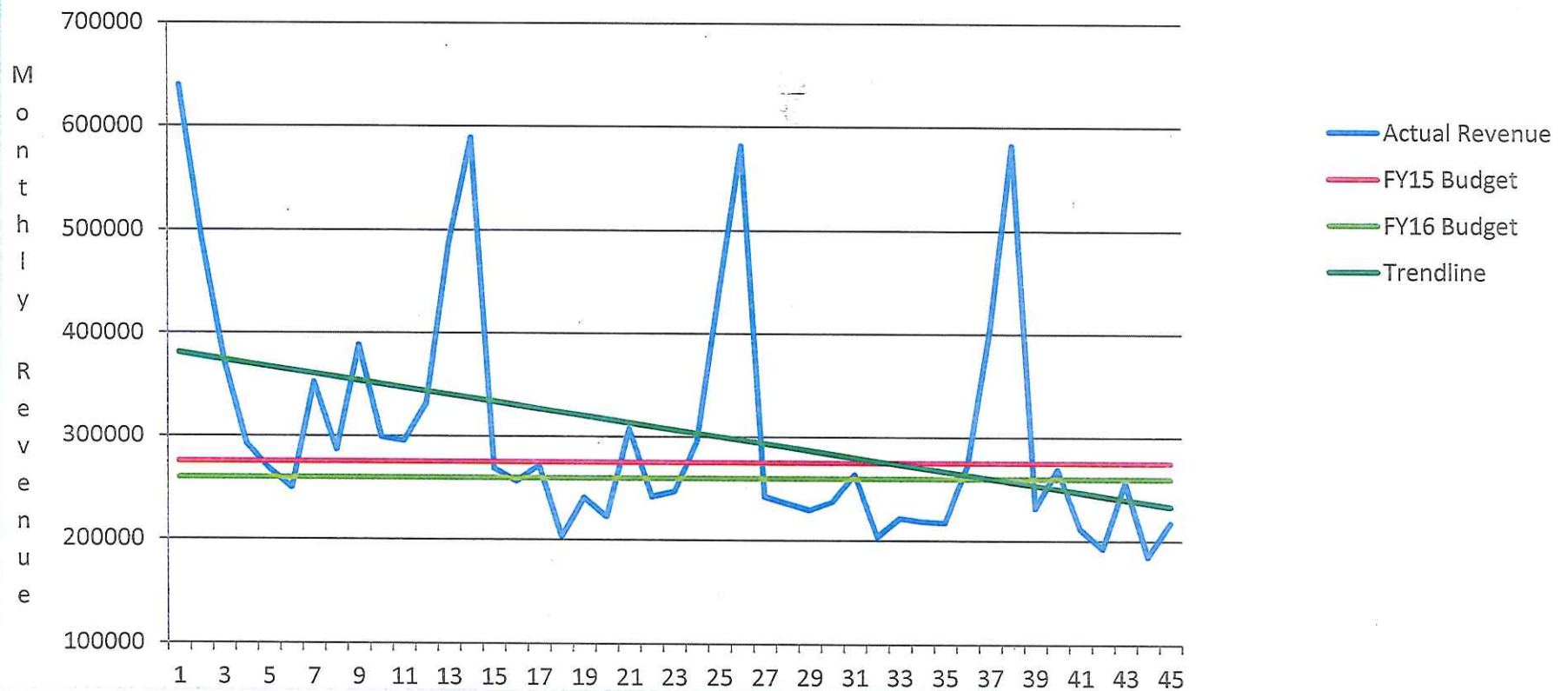
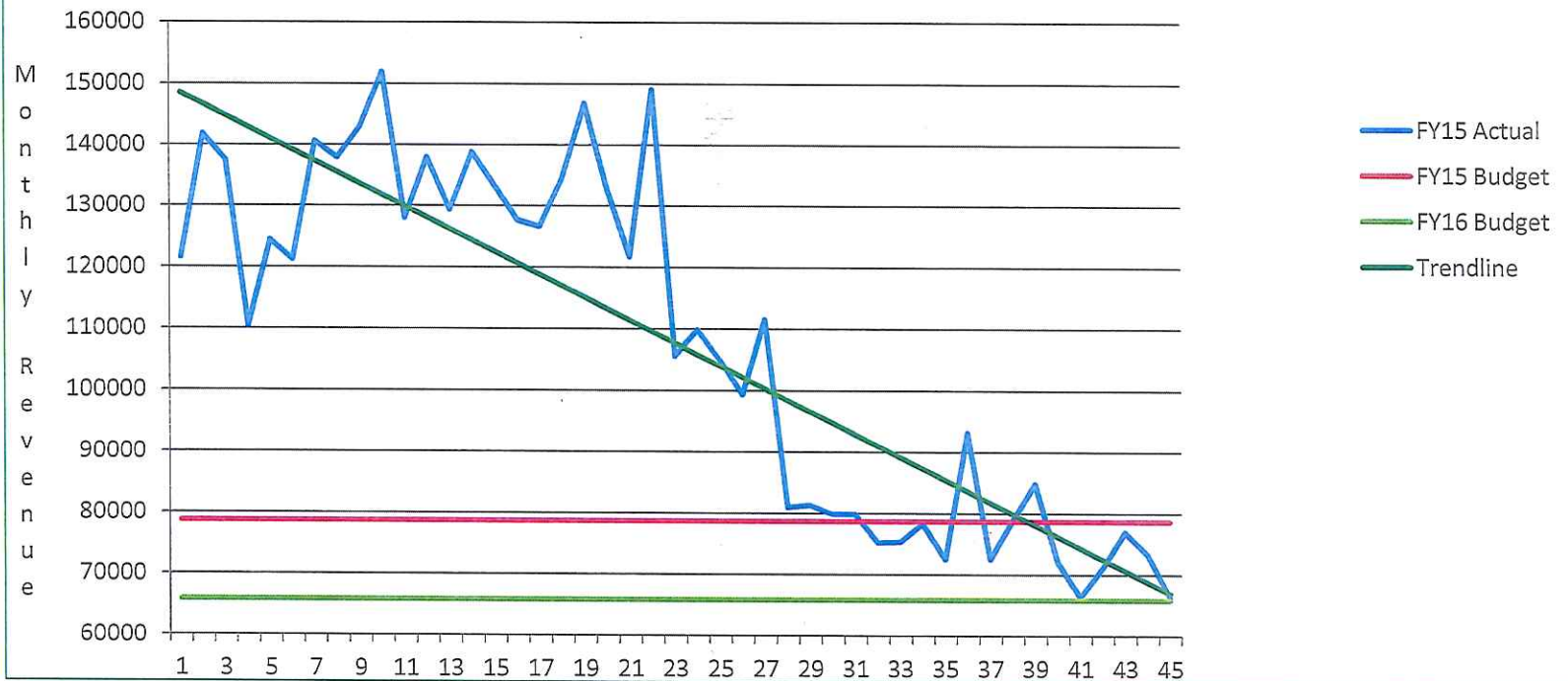


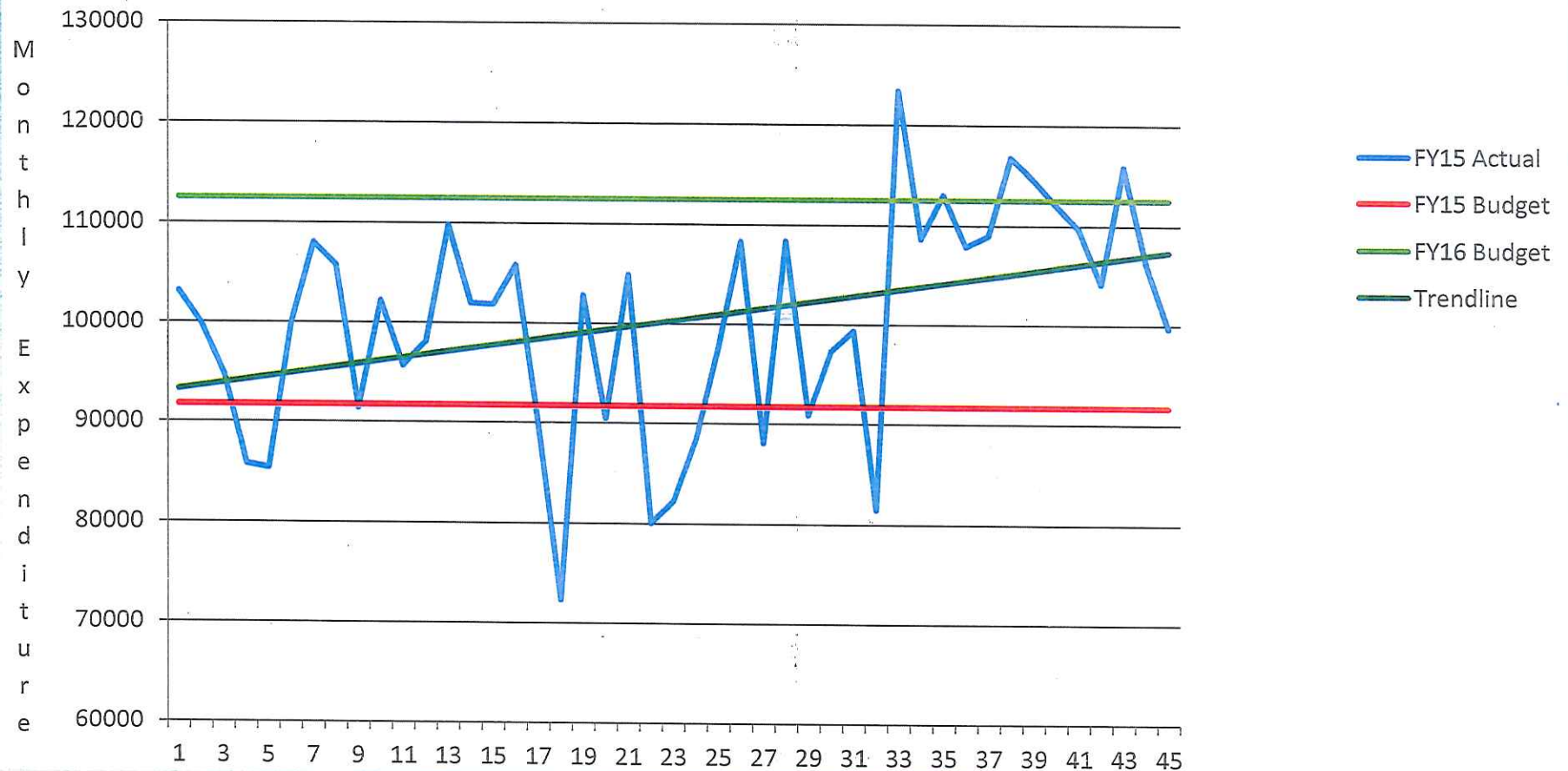
Table Games 001-370-OT-000 45 month Period July 2011 - March 2015



Jail Costs

001-704-03-344-000-PS-000

45 month Period July 2011 - March 2015



Budget Revisions

REQUEST FOR REVISION TO APPROVED BUDGET

CONTROL NUMBER

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

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

2015
 FY
1
 FUND
11
 REV. NO.
1 of 1
 PG. OF NO.

Jefferson County Commission
 GOVERNMENT ENTITY

Person To Contact Regarding
 Budget Revision: Tim Stanton
 Phone: 304-724-8425 ext 1008
 Fax: 304-725-7916

P.O. Box 250
 STREET OR PO BOX
 Charles Town 25414
 CITY ZIP CODE

COUNTY
 Government Type

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
318	Building Permits	170,000	100		170,100
382	Refunds/Reimbursements (External Sources)	313,583	18,999		332,582
344	Ambulance Fees	600,000	75,000		675,000
322	Federal Grants	121,000	40,000		161,000
	#N/A				#VALUE!
	#N/A				#VALUE!
NET INCREASE/(DECREASE) Revenues (ALL PAGES)			134,099		

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

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
451	Zoning Board	71,338	100		71,438
700	Sheriff-Law Enforcement	3,491,075	14,282		3,505,357
712	Communication Center	2,001,437	4,528		2,005,965
716	Dog Warden/Humane Society	335,644	189		335,833
715	Ambulance Authority	1,897,562	75,000		1,972,562
401	County Commission	1,704,450	40,000		1,744,450
	#N/A				#VALUE!
	#N/A				#VALUE!
	#N/A				#VALUE!
	#N/A				#VALUE!
	#N/A				#VALUE!
	#N/A				#VALUE!
NET INCREASE/(DECREASE) Expenditures			134,099		

APPROVED BY THE STATE AUDITOR

BY: _____ Date _____
 Director, Local Government Services Division

AUTHORIZED SIGNATURE
 OF ENTITY

APPROVAL
 DATE

RESOLUTION

At a regular session of the Jefferson County Commission, held on the 30th day of April 2015, 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 as shown on budget revision number #11 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	_____
Jane Tabb	_____
Patsy Noland	_____
Walter Pellish	_____
Eric Bell	_____

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

Jane Tabb, President
Jefferson County Commission

Budget Revision Number 11 of Fund 1 FY 2015

		Increase	Decrease
001-382-MM-000	Misc Reimbursements	6,923	
001-382-MM-002	Sheriff Office Reimbursements	12,076	
001-318-LP-000	Bldg Permit Revenue	100	
001-322-IG-000	Federal Grants	40,000	
001-700-03-343-000-PS-000	Sheriff Office Auto Expenditure	2,395	
001-700-01-108-001-PS-000	Sheriff Office Overtime	11,503	
001-712-02-211-000-PS-911	911 Center Telephone	4,528	
001-716-02-223-000-PS-000	Dog Warden Professional Services	189	
001-401-02-223-001-GG-000	HRA	40,000	
001-700-01-108-103-PS-000	Baliff Wages	384	
001-451-02-240-000-GG-000	Zoning Refunds	100	
001-344-CS-000	Ambulance Fees	75,000	
001-715-02-235-000-PS-000	Remittance of Ambulance Fees	75,000	



AGENDA REQUEST FORM

www.jeffersoncountywv.org



Name: Jane Tabb

Department or Organization: County Commission

Estimation of amount of time needed for appointment: _____

Date Requested – 1st Choice: April 30, 2015

Date Requested – 2nd Choice: _____

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

Subject (Wording to be placed on agenda):

Draft Mass Gathering Ordinance

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

Update on draft Mass Gathering Ordinance

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

Discussion

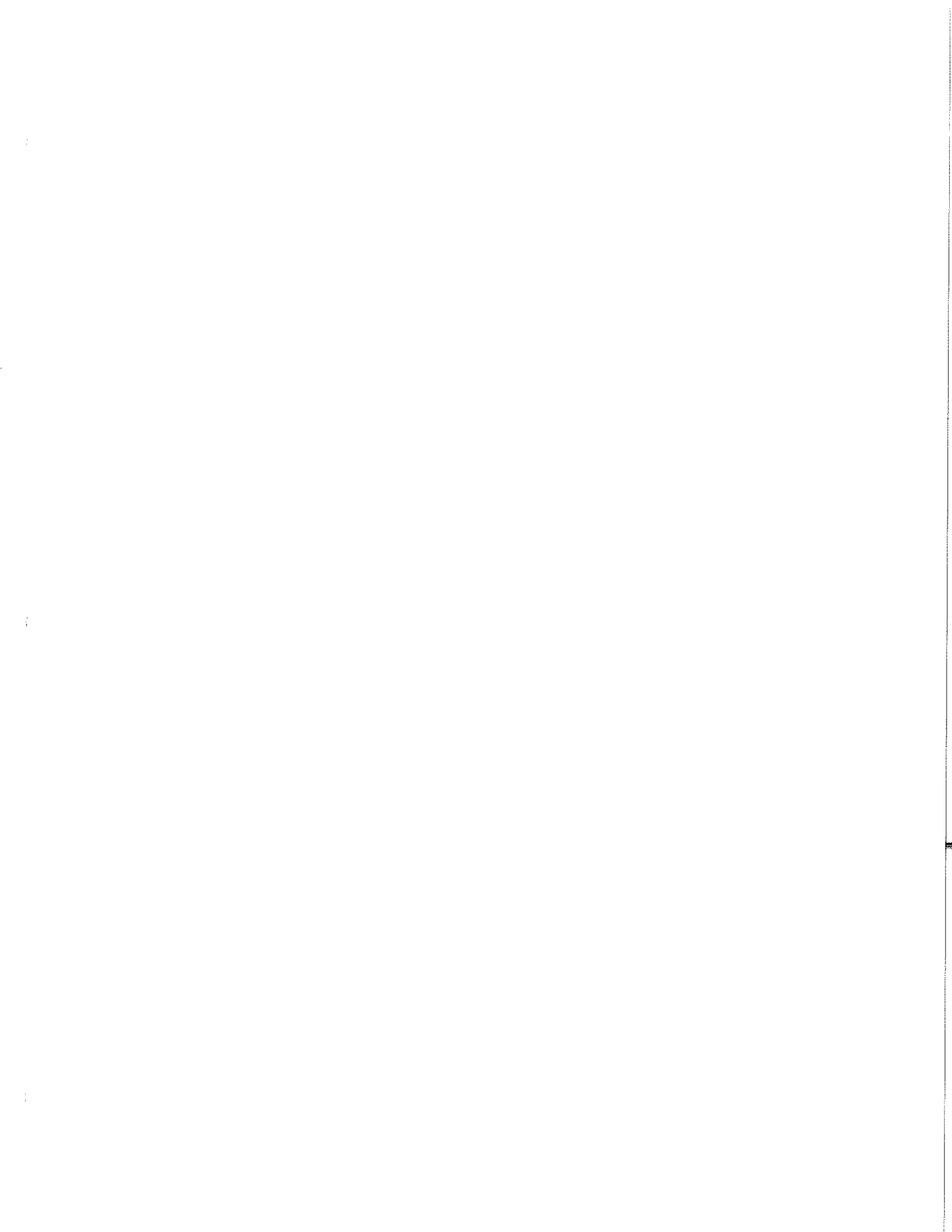
If not, explain:

Is a projector needed? Yes NoX

Contact information:

Email address: Vinemont@frontiernet.net

Phone number: 304.725.4325



AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Jessica Carroll

Department or Organization: Jefferson County Commission

Estimation of amount of time needed for appointment: 10 minutes

Date Requested – 1st Choice: April 30, 2015

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

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): Appointment of Angela Kable Johnson to the Partnership for Affordable Housing Board of Directors as a County Commission representative

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

Is this a funding request? Y/N NO

If so, how much? \$

Provide exact financial impact/request:

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

Attach supporting documents for request, or request may be denied.

If not attached, explain:

Is equipment needed? Projector Y/N Internet/Wi Fi Y/N Telephone for conference call Y/N

Contact information:

Email address:

Phone Number:

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable



238 W. Washington Street
Charles Town WV 25414
info@PAHwv.org
WWW.PAHwv.org

Board of Directors

President

Dan vanBelleghem

Vice-President

Rosella Kern

Secretary

Annette van Hilst

Treasurer

P.T. Porterfield III

Members

Cheryl Moyer
David Mills
Dennis Crolley
Dale Manuel
Debbie McClure

Our Mission is to
**Ensure Access to
Safe & Affordable
Housing through
Advocacy, Education
& the Development of
Housing Resources**

Our vision is
**Safe Affordable
Housing for All**

April 17, 2015

Jane Tabb, President
Board of County Commissioners of Jefferson County
PO Box 250
Charles Town WV 25414

Dear President Tabb:

At its meeting on April 1, 2015, the Board of Directors of the Partnership discussed the open position on the Board that was previously filled by Commissioner Noland. We had understood that Commissioner Widmyer would fill the position once she no longer was on the Board of County Commissioners. Ms. Widmyer declined our invitation and there currently is a vacancy for a person to represent the County Commission.

At our meeting, Commissioner Manuel suggested that we recommend a person to represent the Commission on our board. That person need not be a County employee or elected official. That person should however be able to be in contact with the County Commission and bring to your attention any items that might be of interest or that might require the Commission's attention.

The Board of PAH at its meeting on April 1, 2015 agreed to recommend Angela Kable Johnson, a Realtor with REMAX in Charles Town. Ms. Johnson is interested in affordable housing and would be an asset to our Board.

We would appreciate your taking action to authorize Ms. Johnson to be one of your representatives on our Board, with Commissioner Manuel being the other. We do appreciate the involvement of the Commission with our organization.

Sincerely

Annette G. van Hilst, Secretary

Cc: Angela Kable Johnson
Dan vanBelleghem, President
Rosella Kern VP

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Stephanie Grove

Department or Organization: Jefferson County Commission

Estimation of amount of time needed for appointment:

Date Requested – 1st Choice:

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

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): Administrator Reports

- ✚ Update on the implementation of \$500.00 pay raise for next fiscal year – Discussion/Action
- ✚ Review of Job Description of Finance Director – Discussion/Action
- ✚ Review of Job Description of Deputy County Administrator – Discussion/Action
- ✚ Discuss Road Summit and Legislative Summit – Save the Date – Discussion/Action
- ✚ Space Needs – Discussion/Action

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

Is this a funding request? Y/N NO

If so, how much? \$

Provide exact financial impact/request:

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

Attach supporting documents for request, or request may be denied.

If not attached, explain:

Is equipment needed? Projector Y/N Internet/Wi Fi Y/N Telephone for conference call Y/N

Contact information:

Email address:

Phone Number:

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable



**Jefferson County, West Virginia
Job Description**

Position Title:	Director of <u>Management and Financial Management Services</u>	Grade Level:	VII
Department	<u>Finance—Management and Financial Services</u>	Date:	7/14/11
Reports to:	County Administrator	FLSA Status	Exempt

Statement of Duties: The Director of Management and Financial Management Services is responsible for coordinating and supervising the County's financial planning (short and long-term), accounting, auditing and capital planning as well as serving as a liaison between the County Commissioners, County Administrator, all Departments, Elected Officials and Contingency agencies and others involved in the fiscal operation of Jefferson County. Employee is required to perform all similar or related duties. provides support for County departments and when requested, County agencies, in the areas of budgeting, management analysis, economic and analytical research, human resources, benefit management, training, procurement, financial accounting and reporting, auditing, risk management, insurance, capital financing and debt management.

Supervision Required: Under the administrative direction of the County Administrator, the employee works from County policies and objectives, Generally Accepted Accounting Principles (GAAP), pertinent local bylaws, as well as State and Federal laws and regulations; employee establishes short and long-range plans and objectives for a major functional area of the County; established department performance standards and assumes direct accountability for department results. Consults with the County Administrator and Commissioners where clarification, interpretation, or exception to County policy or WV Code may be required. The employee exercises control in the development of departmental policies, goals, objectives and budgets. The employee is also expected to attempt to resolve all conflicts which arise and coordinate with others as necessary.

Supervisory Responsibility: Employee is accountable for the direction and success of management and financial services and programs accomplished through others. The Director is responsible for analyzing management and financial program objectives, determining the various work operations needed to achieve them, estimating the financial and staff resources required, allocating the available funds and financial staff, reporting periodically on the achievement and status of all management and financial program's objectives, and recommending new financial goals and/or objectives as necessary. The Director ~~determines the financial department's organizational structure and~~ recommends management and financial operating policies and practices; formulates, prepares and defends budget and manpower requests and accounts for the effective use of funds and staff provided; coordinates program efforts within the Department; ~~delegates authority to subordinates and holds them responsible for the performance of their unit's work;~~ reviews work in terms of accomplishment of program objectives and progress reports, approves standards establishing quality and quantity of work; and assists or oversees the financial personnel function, including recommending hiring, disciplining, and training of employees.

Finance Department
Director of Financial Management
4/27/2015/24/20154/10/20159/23/2013

Jefferson County, West Virginia Job Description

Employee may provide direct supervision over full-time and part-time employees if approved by the Commission. Work operations are subject to substantial cyclical or seasonal fluctuations in work procedures that can be planned for in advance.

Confidentiality: The employee has regular access at the County-wide level to a wide variety of confidential information, including official personnel files, criminal records/investigations, client records, and law suits, in accordance with the State Public Records Law.

Accountability: Consequences of errors, missed deadlines or poor judgment could result in adverse public relations, significant financial losses and/or legal repercussions to the County.

Judgment: Guidelines only provide limited guidance for performing the work. They may be in the form of administrative or organizational policies, generally accepted public financial management principles, local bylaws/ordinances, state or federal legislation or directives that pertain to a specific department or functional area. Extensive judgment and ingenuity are required to develop new or adapt existing methods and approaches for accomplishing objectives or to deal with new or unusual requirements within the limits of the guidelines or policies. The employee is recognized as the department or functional area's authority in interpreting the guidelines, in determining how they should be applied, and in developing management and financial operating policies.

Complexity: The work consists of employing many different concepts, theories, principles, techniques and practices relating to public management and finance. Assignments typically concern such matters as studying trends in the field for application to the work; assessing services and recommending improvements; planning long range projects; devising new techniques for application to the work, recommending policies, standards, or criteria to improve the effectiveness of management and financial operations of the County.

Work Environment: The work environment involves everyday discomforts typical of a county office setting subject to frequent interruptions. Noise or physical surroundings may be distracting, but conditions are generally not unpleasant. The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The employee is required to work beyond normal business hours in order to attend evening meetings or to attend County sponsored events.

Nature and Purpose of Public Contact: Relationships Interactions are constantly with co-workers, the public, news media, peers from other organizations, and with groups and/or individuals who have conflicting opinions or objectives, diverse points of view or differences where skillful negotiating and achieving compromise is required to secure support, concurrence and acceptance or compliance. Duties involve constant contact with local, state and federal government officials, community leaders and any other individuals to protect and promote not only the Financial Department's interest but also the County's overall interest. The employees must possess a high degree of diplomacy and judgment and must be able to work effectively with and influence all types of persons. The employee must have a well-developed sense of strategy

Jefferson County, West Virginia
Job Description

and timing in representing the employer and its contingency agencies effectively in critical and important situations which may influence the well-being of the County.

Occupational Risk: Risk exposure to the employee is similar to that found in a County office setting.

Essential Functions:

The essential functions or duties listed below are intended only as illustrations of the various type of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

1. Develops, implements, and administers management and financial procedures and systems in accordance with Generally Accepted Accounting Principles, local, state and federal laws and regulations.
2. Directs employees in the processes and procedures for maintaining the County's financial records.
3. Responsible for developing accurate revenue and expenditure forecasts including the investment of County funds, cash management, and short and long-term debt financing.
4. Assists Department Heads in the management of County funds including the evaluation of changes requested.
5. Develops and monitors the County's annual operating and capital budgets and coordinates budgetary information with and other elected officials and department heads; amends budget as approved by Commissioners
6. Develops and updates a multiple year operating and capital budget.
7. Develops periodic financial and statistical reports regarding budget status including analysis of monthly closings and cash flow analysis and reports to Commissioners within a timely manner; meets with accountants, attorneys and others as required.
8. Develops and implements accounting and financial management policy and procedure.
9. Maintains a close continuing working relationship with all Departments, Elected Officials and Contingency agencies with regard to financial management matters.
10. Identifies problem areas and takes immediate action to resolve issues, assuring a stable fiscal structure within the County.
11. Conducts fiscal research and provides assistance to Commissioners and staff regarding financial decision making and special projects.
12. Evaluates the County's financial position and issues periodic financial and operating reports for all departments, including grant in-aid agencies.
13. Assures compliance with all federal, state and local accounting principles, procedures and financial record-keeping requirements.
14. Manages the County's purchasing and inventory control procedures, and proposes recommendations as appropriate.
15. ~~Develops a comprehensive management information master system plan and oversees the implementation and integration of the financial software within the County in cooperation with the County's outside MIS contractor or in-house operation.~~
16. ~~Approves requests for changes, additions or deletions to the MIS system after consultation with the Commissioners.~~

Finance Department
Director of Financial Management
4/27/2015/4/24/2015/4/10/2015/9/23/2013

**Jefferson County, West Virginia
Job Description**

17. Administers and monitors all vendor contracts to assure compliance and consistency with County goals and financial resources.
18. Establishes working relationship with vendors and develops procedures for verification and cost approval of purchases within the County.
19. Analyzes, consolidates, and directs all cost accounting procedures and prepares reports for County Commissioners.
20. Analyzes and conducts studies of economic, business and financial conditions and their impact on the County's revenue and capital investments.
21. Analyzes all contracts and/or projects for their financial impact prior to recommending same to the County Commissioners.
22. Institutes financial policies and procedures to assure maximum reimbursement from Federal/State funding sources for County programs.
23. Oversees property and casualty management including the reconciliation of all assets for capital and other financial reporting
24. Participates in monthly Department Head meetings.
25. While reporting to the County Administrator, participates in public forums and provides support to the County Administrator, County Commissioners, Department Heads, and Elected Officials as requested.
26. Upon adoption of the annual budget, prepare a report for the public distribution that explains the budget in layman terms.
27. Review and approval of space needs short-term and long-term in conjunction with the Maintenance Manager to include a) a written analysis of existing and future (2-6) years space needs, b) options for meeting those needs, c) fiscal implications for different alternatives.
28. Development of a budget that a) incorporates a long-term perspective, b) establishes linkages to broad organizational goals, c) provides budget recommendations based on results and outcomes and d) promotes communications with stakeholders, including the public.
29. Familiar with the "WV Open Meetings Act" which requires the ability to make public presentations and implement the decisions (by majority vote) of the County Commission.
30. Develop financial analysis regarding JCESA fees, fee allocation and impact to County Commission budget.
31. Assists in formulation of personnel policies.
32. Coordinates the renewal of all insurance policies including health, dental, life, supplemental employee insurances, workers compensation, and liability and property insurances.
33. Makes recommendations and provides support for salary administration program and staffing analysis.
34. Stays current on changes to ADA, FLSA, FMLA, EEOC laws, workers compensation laws, insurance issues and other human resource legal issues affecting Jefferson County.
35. Responsible to maintain updated personnel policy manual.
36. Monitors the financials of all grants in coordination with the Deputy County Administrator. Responsible for the monitoring and coordination of all grants that the County receives.

**Jefferson County, West Virginia
Job Description**

Recommended Minimum Qualifications:

Education and Experience: Bachelor's Degree in Business Administration, with a major in Finance, Business, Economics or Accounting; seven to ten (7-10) years of accounting and finance related work experience in a local governmental setting with at least five (5) years of accounting experience in a supervisory level; and a minimum of five (5) years of experience working as a Manager in Human Resources with incumbent having a thorough knowledge of personnel administration or any equivalent combination of education, training and experience which provides the required knowledge, skills and abilities to perform the essential functions of the job.

Special Requirements: CPA preferred but not required. Class D Motor Vehicle Driver's License

Knowledge, Abilities and Skill

Knowledge: Thorough knowledge of the principles, practices, laws and regulations of government accounting, budget preparation and management techniques and practices and applicable financial or treasury provisions of the County and West Virginia General Laws including the investment of funds and the borrowing of short and long term debt financing government operations; working knowledge of computer applications for accounting and financial management. Knowledge of County government operations as well as pertinent County, State and Federal agencies. Knowledge of County budgeting techniques and practices as well as local, state and federal regulations and/or laws pertaining to local government financial operations. Working knowledge of financial operating software, information management, and automated accounting systems, the Internet, database management and spread sheet applications in support of the County's financial operations.

Abilities: Ability to analyze and interpret financial data and to present findings clearly in written and oral form; ability to establish and maintain cooperative relationships with County officials and other governmental representatives. Ability to function independently in a flexible manner and to establish and maintain effective working relationships with staff, vendors and disgruntled members of the public.

Skills: Proficient skill in working with numbers in an accurate and detailed manner; excellent analytical, oral, and written communication skills; must have excellent computer skills including demonstrated skill in use of business and automated county accounting and financial software applications. Must possess initiative and effective problem solving skills. Effective supervisory and interpersonal skills working with employees as well as local, state, and federal officials.

Physical and Mental Requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the position's essential functions.

Physical Demands: Little or no physical demands are required to perform the work. Work effort principally involves sitting to perform work tasks, with intermittent periods of stooping, walking,

Finance Department
Director of Financial Management
4/27/2015/4/24/2015/4/10/2015/9/23/2013

**Jefferson County, West Virginia
Job Description**

and standing. The employee is occasionally required to lift objects such as books, office equipment, and paper.

Motor Skills: Duties may involve assignments requiring application of hand and eye coordination with finger dexterity and motor coordination such as operating a personal computer.

Visual Demands: Position requires the employee to constantly read documents, computer screens, and reports for understanding and analytical purposes. The employee is rarely required to determine color differences.

Jefferson County, West Virginia
Job Description

Position Title:	Deputy Administrator	Grade Level:	V
Department	County Commission	Date:	06-24-10
Reports to:	County Administrator	FLSA Status	NON-EXEMPT

Statement of Duties: The employee performs administrative, clerical services in support of the operation of the County Commission. Employee is required to perform all similar or related duties.

Supervision Required: Under general supervision of the County Administrator, the employee is familiar with the work routine and uses initiative in carrying out recurring assignments independently with specific instruction. The supervisor provides additional, specific instruction for new, difficult or unusual assignments, including suggested work methods. The employee is expected to recognize instances which are out of the ordinary and which do not fall within existing instructions; the employee is then expected to seek advice and further instructions. Reviews and checks of the employee's work are applied to an extent sufficient to keep the supervisor aware of progress, and to insure that completed work and methods used are technically accurate and that instructions are being followed. In many cases, the work is self checking, for example, requiring accounts to balance before proceeding.

Supervisory Responsibility: Employee, as a regular and continuing part of the job, does regularly supervise other employees.

Confidentiality: Employee has access to some confidential information obtained during performance of regular position responsibilities such as client or department records.

Accountability: Consequences of errors, missed deadlines or poor judgment may include adverse public relations, or jeopardize programs.

Judgment: Numerous standardized practices, procedures, or general instructions govern the work and in some cases, may require additional interpretation. Judgment is needed to locate, select, and apply the most pertinent practice, procedure, regulation or guideline.

Complexity: The work consists of a variety of duties which generally follow standardized practices, procedures, regulations or guidelines. The sequence of work and/or the procedures followed vary according to the nature of the transaction and/or the information involved, or sought, in a particular situation.

Work Environment: The work environment involves everyday discomforts typical of offices, with occasional exposure to outside elements. Noise or physical surroundings may be distracting, but conditions are generally not unpleasant. Employee may be required to work beyond normal business hours to attend evening meetings.

Nature and Purpose of Public Contact: Relationships with co-workers and the public involving frequent explanation, discussion or interpretation of practices, procedures, regulations or

Jefferson County Commission,
Deputy County Administrator
6/24/10

Jefferson County, West Virginia Job Description

guidelines in order to render service, plan or coordinate work efforts, or resolve operating problems. Other regular contacts are with service recipients and employees of outside organizations such as vendors, banks and/or developers/ contractors. More than ordinary courtesy, tact, and diplomacy may be required to resolve complaints or deal with uncooperative or uninformed persons. Employee may furnish news media with routine information such as meeting agendas, press releases or departmental procedures.

Occupational Risk: Duties of the job present little potential for injury. Risk exposure is similar to that found in typical office settings.

Essential Functions:

The essential functions or duties listed below are intended only as illustrations of the various type of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

1. Serves the public through answering telephone calls, greeting visitors to the County Commission office and responding to inquiries from county offices and members of the public.
2. Maintains the county's website and email systems, ensuring that information is current and accurate.
- ~~3. Supervises secretarial and administrative staff, ambulance fee collection, and IT staff. duties including, but not limited to, preparing correspondence, data entry, preparing purchase orders, faxing, photocopying, picking up and delivering mail, filing, and ordering supplies and equipment.~~
3. Performs all tasks related to the email alerts subscription service.
5. ~~Responsible for~~ Assists in oversight of county equipment and vehicles including tags, title, and insurance.
6. Maintains the County Commission calendar and County Administrator schedule.
7. Handles travel arrangements, including scheduling and reservations, for the County Commissioners and other department heads under the jurisdiction of the County Commission.
8. Assists with ~~Handles~~ county vehicle accident claims with insurance companies.
9. Ensures compliance with National Incident Management Systems (NIMS) requirements.

Jefferson County Commission,
Deputy County Administrator
6/24/10

Jefferson County, West Virginia Job Description

10. Oversee the process of appointments to the County's Boards, Commission and Authorities.
11. Prepare, secure and administer grants.
12. Serve in an advisory role to the County Commissioners in the absence of the County Administrator.
13. Coordinates with the County Administrator the related work of professionals and support staff as well as assist in the selection of professional development, supervision, review and evaluations of employees.
14. Responsible for writing and conducting press releases and conferences.
15. Responsible for referring Community recognitions to the County Commission.
16. Serves as the county's webmaster.
17. Oversee the activities of the various County Commission departments to ensure timely, efficient and effective delivery of programs and services and the implementation of the County Commission's programs and directive.
18. Serves as the County Commission agent in administrative matters, including but not limited to administering the preparation of County Commission meeting minutes, agendas and correspondence.
19. Represents the County with other government agencies and in meetings with the public.
20. Provides direction and support to staff including investigations and resolution of complaints and concerns regarding county programs, services, facilities in the absence of the County Administrator.
21. Develop and maintain working relationships with the County Commission, employees, members of the public, local and state legislators, representatives of other government agencies, board and commissions, and industry.
22. ~~Supervises~~Oversees the Purchasing Card program and monitors the individual accounts and purchases.

Jefferson County Commission,
Deputy County Administrator
6/24/10

Jefferson County, West Virginia
Job Description

23. Responsible for the daily operations of the Cable channel to include but not limited to the creation of slides, uploading new information and the approval of ads and videos for broadcasting and ensures that the policies and FCC codes are followed.

~~24. Responsible for overseeing the compensation and classification plan for county employees.~~

~~25. Serves in a HR roles with duties such as but not limited to, job performance and employee improvement tracking system, employee orientation, employee relations and maintaining employee files.~~

Recommended Minimum Qualifications:

Education and Experience: High School degree (Associate's degree preferred) with three to five (3-5) years related work experience; or any equivalent combination of education, training and experience which provides the required knowledge, skills and abilities to perform the essential functions of the job.

Knowledge, Abilities and Skill

Knowledge: Common policies, practices and procedures of the department and office operations; laws and regulations pertinent to position functions. Working knowledge of the Internet in support of department operations.

Abilities: Ability to interact effectively and appropriately with the public and other personnel, perform multiple tasks and maintain confidential information.

Skills: Proficient personal computer skills, mathematical skills, recordkeeping and clerical skills, written and oral communication skills. Effective customer service skills.

Physical and Mental Requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the position's essential functions.

Physical Demands: Little or no physical demands are required to perform the work. Work effort principally involves sitting to perform work tasks, with intermittent periods of stooping, walking, and standing. There may also be some occasional lifting of objects such as books, office equipment and computer paper (up to 30 lbs.)

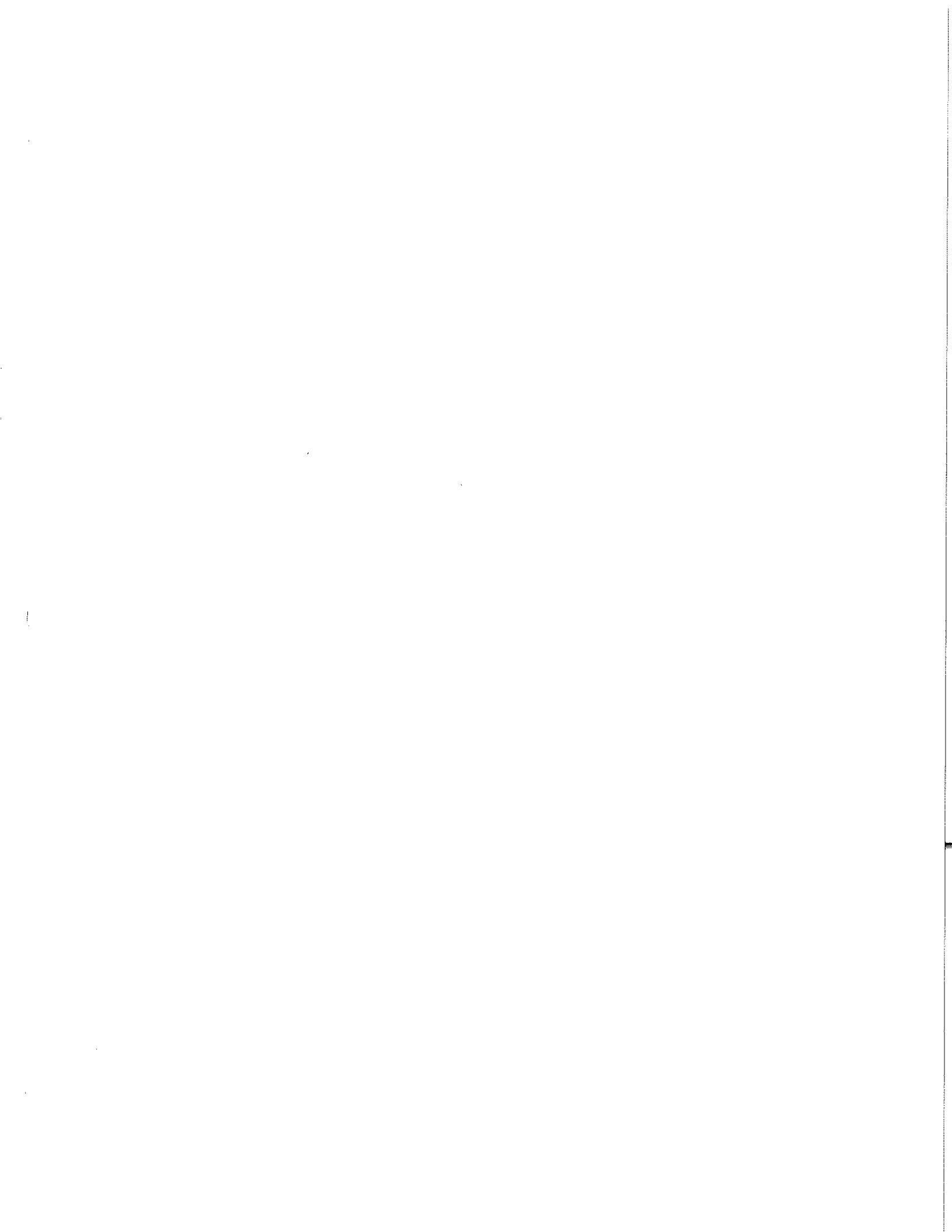
Motor Skills: Duties are largely mental rather than physical, but the job may occasionally require minimal motor skills for activities such as moving objects, operating a telephone system, computer and/or most other office equipment, typing and/or word processing, filing, and sorting.

Jefferson County Commission,
Deputy County Administrator
6/24/10

Jefferson County, West Virginia
Job Description

Visual Demands: Visual demands include constantly reading documents for general understanding and for analytical purposes, routinely reviewing non-written materials such as instrumentation for analytical purposes.

Jefferson County Commission,
Deputy County Administrator
6/24/10



Harpers Ferry / Bolivar District Veterans Association

PO Box 1365

Harpers Ferry, WV 25425



"We Honor All Who Served"

Mr. Eric Bell
Jefferson County Commission
PO Box 250
124 East Washington Street
Charles Town, WV 25414

Dear Mr. Bell,

April 20, 2015

On Friday, May 22, 2015, The Harpers Ferry/Bolivar District Veterans Association, in partnership with the Harpers Ferry Middle School, will be dedicating a new wayside exhibit at the existing veterans memorial on the grounds of the school.

The creation of this exhibit was collaborative effort between David Guiney, Interpretive Design LLC, in Harpers Ferry, Ruth Bielobocky of Iondesign in Frederick, MD, and the Harpers Ferry/Bolivar District Veterans Association. The new wayside exhibit was created to highlight critical historic periods in our nation's history and the military experiences of certain Jefferson County military veterans during those periods. But it is much more than that. The entire memorial is dedicated to all of the men and women of Jefferson County who have proudly worn the uniforms of our military services.

A brief synopsis of five veterans were chosen to be included in the exhibit. The historic periods selected were the John Brown raid in 1859, World War I, World War II, Korea, Vietnam, and the middle eastern conflicts.

Although he was not a Jefferson County resident, Marine Private Luke Quinn was chosen because of his involvement and subsequent death during John Brown's Raid on Harpers Ferry in October 1859.

Frank Buckles was chosen because of his mark in history as being the last remaining U.S. Army World War I "Doughboy". He was 110 years and 26 days old when he passed away on February 27, 2011.

Navy Lt. Olen D. Glaize was selected because of his service in the Navy during World War II and Korea. Lt. Glaize was from Charles Town and joined the Navy towards the end of World War II. After the war Mr. Glaize became the Justice of the Peace in Charles Town. He served in that capacity until the outbreak of the Korean War when he was recalled to duty. On October 2, 1953 he was flying his F9F Panther jet when he became involved in a mid-air collision with another aircraft. The pilot of the other aircraft survived. Lt. Glaize did not and his body was never recovered.

Harry Biller grew up here in Harpers Ferry, was an alumni of Harpers Ferry High School and a member of the Harpers Ferry/Bolivar District Veterans Association. He spent over 20 years in the U.S. Air Force, was highly decorated, and obtained the highest rank available to an enlisted man, Chief Master Sergeant. Harry's expertise was aircraft camera repairman and photographer. He spent three tours in Vietnam and flew on 50 combat missions.

George Pucciarelli, known affectionately as "Father Pooch," has lived in Jefferson County for more than ten years. He served several years as Assistant Pastor of St. James Catholic Church in Charles Town, as well as the historic St. Peters Catholic Church in Harpers Ferry. He is currently pastor of St. Bernadette's Church in Hedgesville. Father "Pooch" has had a long and storied career, both as a civilian and as military chaplain. In May of 1983, he deployed with the 24th U.S. Marine Amphibious Unit to Beirut, Lebanon. On October 23, 1983, a lone terrorist drove a truck loaded with explosives into the lobby of the battalion landing team headquarters building, killing 241 American servicemen (220 Marines, 18 sailors, 3 soldiers). Over the course of the next five days and nights, he was besieged with calls for help from dying and wounded personnel, from Marines desperately searching for missing friends, and from others who were in grief-stricken shock. For his outstanding service throughout his career, he was awarded the Legion of Merit.

Included within the exhibit are names 86 names of Jefferson County men who were listed as "Killed in Action and/or Prisoners of War". Five in World War I, 57 in World War II, 15 in Korea, 8 in Vietnam, and 1 in the Gulf War.

Pictured in the lower right corner of the exhibit panel is the USS Harpers Ferry. **USS Harpers Ferry (LSD-49)** is the lead ship of her class of landing ship dock. USS Harpers Ferry is assigned to the Navy's "Amphibious Group 1". *Harpers Ferry* was laid down on 15 April 1991, at the Avondale Shipyards in New Orleans, and she was launched on 16 January 1993. She was commissioned on 7 January 1995. Her homeport is in San Diego.

Research for this project has created a lengthy database of Jefferson County veteran names with associated historical information. This information has been compiled into an expandable roster entitled "**Jefferson County Veterans Memorial Roster**" and will be available for viewing at the Bolivar Public Library. There are over 1,100 names of Jefferson County veterans currently contained in this roster.

You are cordially invited to attend this dedication on Friday, May 22, 10:00am, at the Harpers Ferry Middle School. Enclosed please find a copy of the event's brochure.

Sincerely,



Doug Craze

Commander

Harpers Ferry/Bolivar District Veterans Association

Email : DCraze8017@gmail.com

Phone : 304-728-0469

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

Week Ending Date

April 11, 2015

To be Deposited on:

April 17, 2015

Amount Played	60,241,833.97
Amount Won	54,056,638.82
Amount Promo	277,111.00
MWAP Contribution	<u>2,465.27</u>
Adjusted Gross Terminal Revenue	<u>5,905,618.88</u>
Administrative Costs @ 4%	0.00
Excess Lottery Fund @ 4%	<u>236,224.75</u>
Net Terminal Revenue	<u>5,669,394.13</u>
Surcharge @ 10%	566,939.41
State Share Excess @ 58% & 10% of 42%	352,636.31
Track Share of Capital Reinvestment @ 90% of 42%	<u>214,303.10</u>
<i>Track Share of Capital Reinvestment @ 96%</i>	<i>205730.98</i>
<i>Track Share of Capital Reinvestment @ 4%</i>	<i>8572.12</i>
Adjusted Net Terminal Revenue	<u>5,102,454.72</u>
Racetrack @ 46.50% / 42%	2,143,030.98
Lottery Fund @ 30% / 0%	0.00
Excess Lottery Fund @ 0% / 41%	2,092,006.47
Excess Lottery Fund @ 12.85% / 9.55%	487,284.41
Race Track Purses @ 90% of 7% / 4%	183,688.37
Employee Pension Fund @ 1% / .5%	25,512.27
Greyhound Development @ 90% of .75%	34,441.57
Thoroughbred Development @ 90% of .75%	34,441.57
County/Municipality @ 2%	<u>102,049.08</u>
	<u>5,102,454.72</u>

WEST VIRGINIA LOTTERY
 First Benchmark
 Charles Town
 County / City Split
 Fiscal Year 2015

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 7.93%	CHARLES TOWN 39.90%	HARPERS FERRY 2.17%	RANSON 33.68%	SHEPHERDS TOWN 16.32%
5 days ending: 07/05/14	\$ 106,819.12	\$ 106,819.12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Week ending:								
07/12/14	\$ 111,792.16	\$ 111,792.16	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
07/19/14	\$ 116,320.32	\$ 116,320.32	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
07/26/14	\$ 112,502.48	\$ 112,502.48	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/02/14	\$ 117,145.12	\$ 117,145.12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/09/14	\$ 114,374.60	\$ 114,374.60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/16/14	\$ 114,105.32	\$ 114,105.32	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/23/14	\$ 116,097.04	\$ 116,097.04	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/30/14	\$ 117,652.72	\$ 60,280.02	\$ 57,372.70	\$ 4,548.65	\$ 22,891.71	\$ 1,244.99	\$ 19,323.13	\$ 9,363.22
09/06/14	\$ 122,840.56	\$ 61,420.28	\$ 61,420.28	\$ 4,870.63	\$ 24,506.69	\$ 1,332.82	\$ 20,686.35	\$ 10,023.79
09/13/14	\$ 102,729.92	\$ 51,364.96	\$ 51,364.96	\$ 4,073.24	\$ 20,494.62	\$ 1,114.62	\$ 17,299.72	\$ 8,382.76
09/20/14	\$ 101,329.08	\$ 50,664.54	\$ 50,664.54	\$ 4,017.70	\$ 20,215.15	\$ 1,099.42	\$ 17,063.82	\$ 8,268.45
09/27/14	\$ 100,254.44	\$ 50,127.22	\$ 50,127.22	\$ 3,975.09	\$ 20,000.76	\$ 1,087.76	\$ 16,882.85	\$ 8,180.76
10/04/14	\$ 107,062.56	\$ 53,531.28	\$ 53,531.28	\$ 4,245.03	\$ 21,358.98	\$ 1,161.63	\$ 18,029.34	\$ 8,736.30
10/11/14	\$ 102,254.00	\$ 51,127.00	\$ 51,127.00	\$ 4,054.37	\$ 20,399.67	\$ 1,109.46	\$ 17,219.57	\$ 8,343.93
10/18/14	\$ 112,829.28	\$ 56,414.64	\$ 56,414.64	\$ 4,473.68	\$ 22,509.44	\$ 1,224.20	\$ 19,000.45	\$ 9,206.87
10/25/14	\$ 99,780.40	\$ 49,890.20	\$ 49,890.20	\$ 3,956.29	\$ 19,906.19	\$ 1,082.62	\$ 16,803.02	\$ 8,142.08
11/01/14	\$ 104,484.68	\$ 52,242.34	\$ 52,242.34	\$ 4,142.82	\$ 20,844.69	\$ 1,133.66	\$ 17,595.22	\$ 8,525.95
11/08/14	\$ 105,638.52	\$ 52,819.26	\$ 52,819.26	\$ 4,188.57	\$ 21,074.88	\$ 1,146.18	\$ 17,789.53	\$ 8,620.10
11/15/14	\$ 103,620.64	\$ 51,810.32	\$ 51,810.32	\$ 4,108.56	\$ 20,672.32	\$ 1,124.28	\$ 17,449.72	\$ 8,455.44
11/22/14	\$ 92,457.24	\$ 46,228.62	\$ 46,228.62	\$ 3,665.93	\$ 18,445.22	\$ 1,003.16	\$ 15,569.80	\$ 7,544.51
11/29/14	\$ 111,186.88	\$ 55,593.44	\$ 55,593.44	\$ 4,408.56	\$ 22,181.78	\$ 1,206.38	\$ 18,723.87	\$ 9,072.85
12/06/14	\$ 93,585.00	\$ 46,792.50	\$ 46,792.50	\$ 3,710.64	\$ 18,670.21	\$ 1,015.40	\$ 15,759.71	\$ 7,636.54
12/13/14	\$ 81,809.96	\$ 40,904.98	\$ 40,904.98	\$ 3,243.76	\$ 16,321.09	\$ 887.64	\$ 13,776.80	\$ 6,675.69
12/20/14	\$ 83,201.68	\$ 41,600.84	\$ 41,600.84	\$ 3,298.95	\$ 16,598.73	\$ 902.74	\$ 14,011.16	\$ 6,789.26
12/27/14	\$ 116,229.36	\$ 58,114.68	\$ 58,114.68	\$ 4,608.49	\$ 23,187.76	\$ 1,261.09	\$ 19,573.02	\$ 9,484.32
01/03/15	\$ 136,554.56	\$ 68,277.28	\$ 68,277.28	\$ 5,414.39	\$ 27,242.63	\$ 1,481.62	\$ 22,995.79	\$ 11,142.85
01/10/15	\$ 74,198.68	\$ 37,099.34	\$ 37,099.34	\$ 2,941.98	\$ 14,802.64	\$ 805.05	\$ 12,495.06	\$ 6,054.61
01/17/15	\$ 86,434.72	\$ 43,217.36	\$ 43,217.36	\$ 3,427.14	\$ 17,243.72	\$ 937.82	\$ 14,555.61	\$ 7,053.07
01/24/15	\$ 82,425.60	\$ 41,212.80	\$ 41,212.80	\$ 3,268.17	\$ 16,443.91	\$ 894.32	\$ 13,880.47	\$ 6,725.93
01/31/15	\$ 85,566.64	\$ 42,783.32	\$ 42,783.32	\$ 3,392.72	\$ 17,070.54	\$ 928.40	\$ 14,409.42	\$ 6,982.24
02/07/15	\$ 95,718.36	\$ 47,859.18	\$ 47,859.18	\$ 3,795.23	\$ 19,095.81	\$ 1,038.55	\$ 16,118.97	\$ 7,810.62
02/14/15	\$ 96,262.16	\$ 48,131.08	\$ 48,131.08	\$ 3,816.80	\$ 19,204.30	\$ 1,044.44	\$ 16,210.55	\$ 7,854.99
02/21/15	\$ 75,221.32	\$ 37,610.66	\$ 37,610.66	\$ 2,982.53	\$ 15,006.65	\$ 816.15	\$ 12,667.27	\$ 6,138.06
02/28/15	\$ 113,964.28	\$ 56,982.14	\$ 56,982.14	\$ 4,518.68	\$ 22,735.87	\$ 1,236.51	\$ 19,191.59	\$ 9,299.49
03/07/15	\$ 87,500.84	\$ 43,750.42	\$ 43,750.42	\$ 3,469.41	\$ 17,456.42	\$ 949.38	\$ 14,735.14	\$ 7,140.07
03/14/15	\$ 110,193.32	\$ 55,096.66	\$ 55,096.66	\$ 4,369.17	\$ 21,983.57	\$ 1,195.60	\$ 18,556.55	\$ 8,991.77
03/21/15	\$ 106,162.16	\$ 53,081.08	\$ 53,081.08	\$ 4,209.33	\$ 21,179.35	\$ 1,151.86	\$ 17,877.71	\$ 8,662.83
03/28/15	\$ 101,097.76	\$ 50,548.88	\$ 50,548.88	\$ 4,008.53	\$ 20,169.00	\$ 1,096.91	\$ 17,024.86	\$ 8,249.58
04/04/15	\$ 103,427.56	\$ 51,713.78	\$ 51,713.78	\$ 4,100.90	\$ 20,633.80	\$ 1,122.19	\$ 17,417.20	\$ 8,439.69
04/11/15	\$ 102,049.08	\$ 51,024.54	\$ 51,024.54	\$ 4,046.25	\$ 20,358.79	\$ 1,107.23	\$ 17,185.07	\$ 8,327.20
Subtotal	\$ 4,224,880.12	\$ 2,568,471.80	\$ 1,656,408.32	\$ 131,353.19	\$ 660,906.89	\$ 35,944.08	\$ 557,878.34	\$ 270,325.82

Benchmark Goal @ 2% \$ 912,063.48
 Remainder until 1% / 1% Split \$ -



*West Virginia State
Treasurer's Office*

John D. Perdue
State Treasurer

<u>Political Subdivision</u>	<u>Amount</u>
Huntington	1,234.81
Hurricane	1,234.81
Huttonsville	1,234.81
laeger	1,234.81
Jackson County	4,915.01
Jane Lew	1,234.81
Jefferson County	73,747.70
Jefferson County School Board	221,243.10
Junior	1,234.81
Kanawha County	27,540.39
Kenova	1,234.81
Kermit	1,234.81
Keyser	1,234.81
Keystone	1,234.81
Kimball	1,234.81
Kingwood	1,234.81
Leon	1,234.81
Lester	1,234.81
Lewis County	4,915.01

VIDEO LOTTERY REPORT

FY 2011		FY 2012		FY 2013		FY 2014		FY 2015	
Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount
7/3/2010	115,402.58	7/1-2/2011	69,824.12	7/7/2012	161,637.92	7/6/2013	123,196.88	7/5/2014	106,819.12
7/10/2010	205,731.64	7/9/2011	171,717.28	7/14/2012	129,458.04	7/13/2013	128,060.40	7/12/2014	111,792.16
7/17/2010	161,386.76	7/16/2011	143,019.52	7/21/2012	130,037.00	7/20/2013	115,128.84	7/19/2014	116,320.32
7/24/2010	160,368.28	7/23/2011	146,508.00	7/28/2012	137,164.44	7/27/2013	123,049.56	7/26/2014	112,502.48
7/31/2010	157,802.08	7/30/2011	144,510.28	8/4/2012	132,931.16	8/3/2013	116,180.80	8/2/2014	117,145.12
8/7/2010	136,494.98	8/6/2011	151,495.28	8/11/2012	134,212.88	8/10/2013	120,078.64	8/9/2014	114,374.60
8/14/2010	78,376.68	8/13/2011	117,350.38	8/18/2012	110,241.90	8/17/2013	124,888.56	8/16/2014	114,105.32
8/21/2010	76,199.02	8/20/2011	71,614.12	8/25/2012	66,209.90	8/24/2013	89,882.12	8/23/2014	116,097.04
8/28/2010	72,460.03	8/27/2011	63,432.14	9/1/2012	67,133.42	8/31/2013	58,913.18	8/30/2014	60,280.02
9/4/2010	76,362.84	9/3/2011	80,837.76	9/8/2012	74,029.40	9/7/2013	67,758.74	9/6/2014	61,420.28
9/11/2010	82,969.36	9/10/2011	84,845.80	9/15/2012	61,838.04	9/14/2013	53,374.22	9/13/2014	51,364.96
9/18/2010	67,638.78	9/17/2011	66,748.62	9/22/2012	56,996.90	9/21/2013	54,277.94	9/20/2014	50,664.54
9/25/2010	70,435.06	9/24/2011	68,929.80	9/29/2012	61,611.40	9/28/2013	54,881.50	9/27/2014	50,127.22
10/2/2010	71,013.86	10/1/2011	68,871.64	10/6/2012	62,715.20	10/5/2013	55,950.74	10/4/2014	53,531.28
10/9/2010	69,311.50	10/8/2011	70,866.90	10/13/2012	60,710.18	10/12/2013	55,837.92	10/11/2014	51,127.00
10/16/2010	75,234.62	10/15/2011	75,262.66	10/20/2012	62,333.08	10/19/2013	61,327.20	10/18/2014	56,414.64
10/23/2010	70,290.80	10/22/2011	68,757.72	10/27/2012	58,073.54	10/26/2013	52,854.06	10/25/2014	49,890.20
10/30/2010	65,615.04	10/29/2011	60,507.98	11/3/2012	56,545.30	11/2/2013	57,543.54	11/1/2014	52,242.34
11/6/2010	61,337.62	11/5/2011	70,673.88	11/10/2012	56,110.96	11/9/2013	54,666.76	11/8/2014	52,819.26
11/13/2010	64,595.28	11/12/2011	67,627.10	11/17/2012	57,432.36	11/16/2013	56,495.96	11/15/2014	51,810.32
11/20/2010	56,010.08	11/19/2011	60,690.60	11/24/2012	65,888.86	11/23/2013	48,628.62	11/22/2014	46,228.62
11/27/2010	71,170.90	11/26/2011	74,140.54	12/1/2012	50,243.34	11/30/2013	59,645.66	11/29/2014	55,593.44
12/4/2010	53,215.08	12/3/2011	59,429.94	12/8/2012	50,770.96	12/7/2013	47,306.24	12/6/2014	46,792.50
12/11/2010	46,944.00	12/10/2011	51,395.44	12/15/2012	47,022.38	12/14/2013	29,229.02	12/13/2014	40,904.98
12/18/2010	42,076.76	12/17/2011	55,981.32	12/22/2012	46,838.96	12/21/2013	44,581.02	12/20/2014	41,600.84
12/25/2010	50,450.28	12/24/2011	54,248.62	12/29/2012	59,697.22	12/28/2013	62,117.14	12/27/2014	58,114.68
1/1/2011	85,152.12	12/31/2011	94,661.00	1/5/2013	71,673.52	1/4/2014	62,963.88	1/3/2015	68,277.28
1/8/2011	54,301.30	1/7/2012	74,863.40	1/12/2013	50,416.30	1/11/2014	37,935.94	1/10/2015	37,099.34
1/15/2011	54,005.90	1/14/2012	58,901.92	1/19/2013	51,211.88	1/18/2014	49,418.64	1/17/2015	43,217.36
1/22/2011	60,924.74	1/21/2012	61,819.92	1/26/2013	46,966.26	1/25/2014	42,720.80	1/24/2015	41,212.80
1/29/2011	48,036.94	1/28/2012	62,898.78	2/2/2013	52,067.92	2/1/2014	47,681.60	1/31/2015	42,783.32
2/5/2011	60,777.44	2/4/2012	72,154.66	2/9/2013	52,222.20	2/8/2014	45,434.52	2/7/2015	47,859.18
2/12/2011	67,471.84	2/11/2012	66,429.04	2/16/2013	64,243.52	2/15/2014	41,076.08	2/14/2015	48,131.08
2/19/2011	72,018.54	2/18/2012	77,455.88	2/23/2013	64,115.70	2/22/2014	61,523.98	2/21/2015	37,610.66
2/26/2011	75,544.02	2/25/2012	77,611.78	3/2/2013	62,602.74	3/1/2014	57,744.78	2/28/2015	56,982.14
3/5/2011	74,535.34	3/3/2012	75,963.86	3/9/2013	59,213.26	3/8/2014	50,439.94	3/7/2015	43,750.42
3/12/2011	66,979.48	3/10/2012	76,808.62	3/16/2013	62,366.36	3/15/2014	54,414.66	3/14/2015	55,096.66
3/19/2011	73,113.26	3/17/2012	76,883.92	3/23/2013	59,841.02	3/22/2014	50,734.62	3/21/2015	53,081.08
3/26/2011	68,490.80	3/24/2012	72,108.36	3/30/2013	57,567.98	3/29/2014	51,174.60	3/28/2015	50,548.88
4/2/2011	70,846.58	3/31/2012	74,244.22	4/6/2013	63,108.84	4/5/2014	55,229.90	4/4/2015	51,713.78
4/9/2011	67,076.78	4/7/2012	75,382.98	4/13/2013	56,849.30	4/12/2014	48,653.18	4/11/2015	51,024.54
4/16/2011	64,698.56	4/14/2012	71,065.34	4/20/2013	55,432.12	4/19/2014	54,469.22		
4/23/2011	67,674.14	4/21/2012	68,055.08	4/27/2013	58,612.74	4/26/2014	51,637.18		

4/30/2011	66,807.50	4/28/2012	72,880.66	5/4/2013	61,102.92	5/3/2014	54,757.72
5/7/2011	66,379.74	5/5/2012	71,582.30	5/11/2013	57,428.70	5/10/2014	51,011.76
5/14/2011	66,699.76	5/12/2012	63,357.92	5/18/2013	61,172.80	5/17/2014	51,148.34
5/21/2011	63,210.44	5/19/2012	78,984.36	5/25/2013	57,131.24	5/24/2014	53,082.60
5/28/2011	64,724.06	5/26/2012	67,396.24	6/1/2013	65,920.66	5/31/2014	62,642.98
6/4/2011	74,952.34	6/2/2012	76,959.44	6/8/2013	55,233.74	6/7/2014	49,517.18
6/11/2011	62,203.12	6/9/2012	63,584.86	6/15/2013	54,067.52	6/14/2014	50,266.50
6/18/2011	61,200.76	6/16/2012	59,436.12	6/22/2013	54,690.28	6/21/2014	48,768.14
6/25/2011	65,470.44	6/23/2012	55,921.30	6/29/2013	55,991.38	6/28/2014	49,250.32
6/30/2011	34,351.16	6/30/2012	58,207.40	6/30/2013	11,509.54	6/30/2014	12,010.70

TOTALS 4,016,541.01

4,124,906.80

3,580,645.18

3,261,565.02

2,568,471.80

Table Game Revenue

Date	Amount	Date	Amount	Date	Amount	Date	Amount
July/August, 2010	154,185.68	July, 2011	141,718.01	July, 2012	138,663.64	July, 2013	99,274.36
September, 2010	94,247.84	August, 2011	137,473.92	August, 2012	133,245.83	August, 2013	111,427.75
October, 2010	105,903.60	September, 2011	110,375.25	September, 2012	127,532.40	September, 2013	80,857.74
November, 2010	108,717.67	October, 2011	124,273.94	October, 2012	126,482.02	October, 2013	81,066.09
December, 2010	118,721.11	November, 2011	121,118.87	November, 2012	134,443.93	November, 2013	79,853.94
January, 2011	106,189.21	December, 2011	140,509.93	December, 2012	146,677.92	December, 2013	79,617.31
February, 2011	105,776.45	January, 2012	137,812.68	January, 2013	132,650.35	January, 2014	75,093.81
March, 2011	120,927.10	February, 2012	142,770.01	February, 2013	121,636.62	February, 2014	75,170.90
April, 2011	130,654.61	March, 2012	151,845.46	March, 2013	149,033.62	March, 2014	78,201.51
May, 2011	130,492.02	April, 2012	127,862.26	April, 2013	105,545.23	April, 2014	72,380.72
June, 2011	121,576.41	May, 2012	137,905.13	May, 2013	109,747.38	May, 2014	93,191.89
		June, 2012	129,235.38	June, 2013	104,803.37	June, 2014	72,350.70
Total 2010-2011	1,297,391.70	Total 2011-2012	1,602,900.84	Total 2012-2013	1,530,462.31	Total 2013-2014	998,486.72

Date	Amount
July, 2014	78,639.07
August, 2014	84,726.51
September, 2014	71,967.51
October, 2014	66,257.02
November, 2014	71,046.66
December, 2014	76,797.24
January, 2015	73,346.66
February, 2015	66,262.78
March, 2015	73,747.70

Total 2014-2015 **662,791.15**

Table Game Revenue Distribution - Jefferson County School Board

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
July, 2011	425,154.03	July, 2012	415,990.92	July, 2013	297,823.08	July, 2014	235,917.21
August, 2011	412,421.76	August, 2012	399,737.49	August, 2013	334,283.25	August, 2014	254,179.53
September, 2011	331,125.75	September, 2012	382,597.20	September, 2013	242,573.22	September, 2014	215,902.53
October, 2011	372,821.82	October, 2012	379,446.06	October, 2013	243,198.27	October, 2014	198,771.06
November, 2011	363,356.61	November, 2012	403,331.79	November, 2013	239,561.82	November, 2014	213,139.98
December, 2011	421,529.79	December, 2012	440,033.75	December, 2013	238,851.93	December, 2014	230,391.72
January, 2012	413,438.04	January, 2013	397,951.05	January, 2014	225,281.43	January, 2015	220,039.98
February, 2012	428,310.03	February, 2013	381,857.07	February, 2014	225,512.70	February, 2015	198,788.34
March, 2012	455,536.38	March, 2013	447,100.86	March, 2014	234,604.53	March, 2015	221,243.10
April, 2012	383,586.78	April, 2013	316,635.69	April, 2014	217,142.18		
May, 2012	413,715.39	May, 2013	329,242.14	May, 2014	279,575.67		
June, 2012	387,706.12	June, 2013	314,410.11	June, 2014	217,052.10		
Total 2011-2012	4,808,702.50	Total 2012-2013	4,608,334.13	Total 2013-2014	2,995,460.18	Total 2014-2015	1,988,373.45

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

Week Ending Date	April 18, 2015
To be Deposited on:	April 24, 2015
Amount Played	60,646,815.15
Amount Won	54,576,961.56
Amount Promo	357,320.00
MWAP Contribution	<u>2,105.49</u>
Adjusted Gross Terminal Revenue	<u>5,710,428.10</u>
Administrative Costs @ 4%	0.00
Excess Lottery Fund @ 4%	<u>228,417.13</u>
Net Terminal Revenue	<u>5,482,010.97</u>
Surcharge @ 10%	548,201.10
State Share Excess @ 58% & 10% of 42%	340,981.08
Track Share of Capital Reinvestment @ 90% of 42%	<u>207,220.02</u>
<i>Track Share of Capital Reinvestment @ 96%</i>	<i>198931.22</i>
<i>Track Share of Capital Reinvestment @ 4%</i>	<i>8288.80</i>
Adjusted Net Terminal Revenue	<u>4,933,809.87</u>
Racetrack @ 46.50% / 42%	2,072,200.15
Lottery Fund @ 30% / 0%	0.00
Excess Lottery Fund @ 0% / 41%	2,022,862.05
Excess Lottery Fund @ 12.85% / 9.55%	471,178.82
Race Track Purses @ 90% of 7% / 4%	177,617.16
Employee Pension Fund @ 1% / .5%	24,669.05
Greyhound Development @ 90% of .75%	33,303.22
Thoroughbred Development @ 90% of .75%	33,303.22
County/Municipality @ 2%	<u>98,676.20</u>
	<u>4,933,809.87</u>

WEST VIRGINIA LOTTERY

First Benchmark
Charles Town
County / City Split
Fiscal Year 2015

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 7.93%	CHARLES TOWN 39.90%	HARPERS FERRY 2.17%	RAMSON 33.68%	SHEPHERDS TOWN 16.32%
5 days ending: 07/05/14	\$ 106,819.12	\$ 106,819.12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Week ending:								
07/12/14	\$ 111,792.16	\$ 111,792.16	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
07/19/14	\$ 116,320.32	\$ 116,320.32	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
07/26/14	\$ 112,502.48	\$ 112,502.48	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/02/14	\$ 117,145.12	\$ 117,145.12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/09/14	\$ 114,374.60	\$ 114,374.60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/16/14	\$ 114,105.32	\$ 114,105.32	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/23/14	\$ 116,097.04	\$ 116,097.04	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
08/30/14	\$ 117,652.72	\$ 60,280.02	\$ 57,372.70	\$ 4,549.65	\$ 22,891.71	\$ 1,244.99	\$ 19,323.13	\$ 9,363.22
09/06/14	\$ 122,840.56	\$ 61,420.28	\$ 61,420.28	\$ 4,870.63	\$ 24,506.69	\$ 1,332.82	\$ 20,686.35	\$ 10,023.79
09/13/14	\$ 102,729.92	\$ 51,364.96	\$ 51,364.96	\$ 4,073.24	\$ 20,494.62	\$ 1,114.62	\$ 17,299.72	\$ 8,382.76
09/20/14	\$ 101,329.08	\$ 50,664.54	\$ 50,664.54	\$ 4,017.70	\$ 20,215.15	\$ 1,099.42	\$ 17,063.82	\$ 8,288.45
09/27/14	\$ 100,254.44	\$ 50,127.22	\$ 50,127.22	\$ 3,975.09	\$ 20,000.76	\$ 1,087.76	\$ 16,882.85	\$ 8,180.76
10/04/14	\$ 107,062.56	\$ 53,531.28	\$ 53,531.28	\$ 4,245.03	\$ 21,358.98	\$ 1,161.63	\$ 18,029.34	\$ 8,736.30
10/11/14	\$ 102,254.00	\$ 51,127.00	\$ 51,127.00	\$ 4,054.37	\$ 20,399.67	\$ 1,109.46	\$ 17,219.57	\$ 8,343.93
10/18/14	\$ 112,829.28	\$ 56,414.64	\$ 56,414.64	\$ 4,473.68	\$ 22,509.44	\$ 1,224.20	\$ 19,000.45	\$ 9,206.87
10/25/14	\$ 99,780.40	\$ 49,890.20	\$ 49,890.20	\$ 3,956.29	\$ 19,906.19	\$ 1,082.62	\$ 16,803.02	\$ 8,142.08
11/01/14	\$ 104,484.68	\$ 52,242.34	\$ 52,242.34	\$ 4,142.82	\$ 20,844.69	\$ 1,133.66	\$ 17,595.22	\$ 8,525.95
11/08/14	\$ 105,638.52	\$ 52,819.26	\$ 52,819.26	\$ 4,188.57	\$ 21,074.88	\$ 1,146.18	\$ 17,789.53	\$ 8,620.10
11/15/14	\$ 103,620.64	\$ 51,810.32	\$ 51,810.32	\$ 4,108.56	\$ 20,672.32	\$ 1,124.28	\$ 17,449.72	\$ 8,455.44
11/22/14	\$ 92,457.24	\$ 46,228.62	\$ 46,228.62	\$ 3,665.93	\$ 18,445.22	\$ 1,003.16	\$ 15,569.80	\$ 7,544.51
11/29/14	\$ 111,186.88	\$ 55,593.44	\$ 55,593.44	\$ 4,408.56	\$ 22,181.78	\$ 1,208.38	\$ 18,723.87	\$ 9,072.85
12/06/14	\$ 93,585.00	\$ 46,792.50	\$ 46,792.50	\$ 3,710.64	\$ 18,670.21	\$ 1,015.40	\$ 15,759.71	\$ 7,636.54
12/13/14	\$ 81,809.96	\$ 40,904.98	\$ 40,904.98	\$ 3,243.76	\$ 16,321.09	\$ 887.64	\$ 13,776.80	\$ 6,675.69
12/20/14	\$ 83,201.68	\$ 41,600.84	\$ 41,600.84	\$ 3,298.95	\$ 16,598.73	\$ 902.74	\$ 14,011.16	\$ 6,789.26
12/27/14	\$ 116,229.36	\$ 58,114.68	\$ 58,114.68	\$ 4,608.49	\$ 23,187.76	\$ 1,261.09	\$ 19,573.02	\$ 9,484.32
01/03/15	\$ 136,554.56	\$ 68,277.28	\$ 68,277.28	\$ 5,414.39	\$ 27,242.63	\$ 1,481.62	\$ 22,995.79	\$ 11,142.85
01/10/15	\$ 74,198.68	\$ 37,099.34	\$ 37,099.34	\$ 2,941.98	\$ 14,802.64	\$ 805.05	\$ 12,495.06	\$ 6,054.61
01/17/15	\$ 86,434.72	\$ 43,217.36	\$ 43,217.36	\$ 3,427.14	\$ 17,243.72	\$ 937.82	\$ 14,555.61	\$ 7,053.07
01/24/15	\$ 82,425.60	\$ 41,212.80	\$ 41,212.80	\$ 3,268.17	\$ 16,443.91	\$ 894.32	\$ 13,880.47	\$ 6,725.93
01/31/15	\$ 85,566.64	\$ 42,783.32	\$ 42,783.32	\$ 3,392.72	\$ 17,070.54	\$ 928.40	\$ 14,409.42	\$ 6,982.24
02/07/15	\$ 95,718.36	\$ 47,859.18	\$ 47,859.18	\$ 3,795.23	\$ 19,095.81	\$ 1,038.55	\$ 16,118.97	\$ 7,810.62
02/14/15	\$ 96,262.16	\$ 48,131.08	\$ 48,131.08	\$ 3,816.80	\$ 19,204.30	\$ 1,044.44	\$ 16,210.55	\$ 7,854.99
02/21/15	\$ 75,221.32	\$ 37,610.66	\$ 37,610.66	\$ 2,982.53	\$ 15,006.65	\$ 816.15	\$ 12,667.27	\$ 6,138.06
02/28/15	\$ 113,964.28	\$ 56,982.14	\$ 56,982.14	\$ 4,518.68	\$ 22,735.87	\$ 1,236.51	\$ 19,191.59	\$ 9,299.49
03/07/15	\$ 87,500.84	\$ 43,750.42	\$ 43,750.42	\$ 3,469.41	\$ 17,456.42	\$ 949.38	\$ 14,735.14	\$ 7,140.07
03/14/15	\$ 110,193.32	\$ 55,096.66	\$ 55,096.66	\$ 4,369.17	\$ 21,983.57	\$ 1,195.60	\$ 18,556.55	\$ 8,991.77
03/21/15	\$ 106,162.16	\$ 53,081.08	\$ 53,081.08	\$ 4,209.33	\$ 21,179.35	\$ 1,151.86	\$ 17,877.71	\$ 8,662.83
03/28/15	\$ 101,097.76	\$ 50,548.88	\$ 50,548.88	\$ 4,008.53	\$ 20,169.00	\$ 1,096.91	\$ 17,024.86	\$ 8,249.58
04/04/15	\$ 103,427.56	\$ 51,713.78	\$ 51,713.78	\$ 4,100.90	\$ 20,633.80	\$ 1,122.19	\$ 17,417.20	\$ 8,439.69
04/11/15	\$ 102,049.08	\$ 51,024.54	\$ 51,024.54	\$ 4,046.25	\$ 20,358.79	\$ 1,107.23	\$ 17,185.07	\$ 8,327.20
04/18/15	\$ 98,676.20	\$ 49,338.10	\$ 49,338.10	\$ 3,912.51	\$ 19,685.90	\$ 1,070.64	\$ 16,617.07	\$ 8,051.98
Subtotal	\$ 4,323,556.32	\$ 2,617,809.90	\$ 1,705,746.42	\$ 135,265.70	\$ 680,592.79	\$ 37,014.72	\$ 574,495.41	\$ 278,377.80

Benchmark Goal @ 2% \$ 912,063.48

Remainder until 1% / 1% Split \$ -

VIDEO LOTTERY REPORT

FY 2011		FY 2012		FY 2013		FY 2014		FY 2015	
Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount
7/3/2010	115,402.58	7/1-2/2011	69,824.12	7/7/2012	161,637.92	7/6/2013	123,196.88	7/5/2014	106,819.12
7/10/2010	205,731.64	7/9/2011	171,717.28	7/14/2012	129,458.04	7/13/2013	128,060.40	7/12/2014	111,792.16
7/17/2010	161,386.76	7/16/2011	143,019.52	7/21/2012	130,037.00	7/20/2013	115,128.84	7/19/2014	116,320.32
7/24/2010	160,368.28	7/23/2011	146,508.00	7/28/2012	137,164.44	7/27/2013	123,049.56	7/26/2014	112,502.48
7/31/2010	157,802.08	7/30/2011	144,510.28	8/4/2012	132,931.16	8/3/2013	116,180.80	8/2/2014	117,145.12
8/7/2010	136,494.98	8/6/2011	151,495.28	8/11/2012	134,212.88	8/10/2013	120,078.64	8/9/2014	114,374.60
8/14/2010	78,376.68	8/13/2011	117,350.38	8/18/2012	110,241.90	8/17/2013	124,888.56	8/16/2014	114,105.32
8/21/2010	76,199.02	8/20/2011	71,614.12	8/25/2012	66,209.90	8/24/2013	89,882.12	8/23/2014	116,097.04
8/28/2010	72,460.03	8/27/2011	63,432.14	9/1/2012	67,133.42	8/31/2013	58,913.18	8/30/2014	60,280.02
9/4/2010	76,362.84	9/3/2011	80,837.76	9/8/2012	74,029.40	9/7/2013	67,758.74	9/6/2014	61,420.28
9/11/2010	82,969.36	9/10/2011	84,845.80	9/15/2012	61,838.04	9/14/2013	53,374.22	9/13/2014	51,364.96
9/18/2010	67,638.78	9/17/2011	66,748.62	9/22/2012	56,996.90	9/21/2013	54,277.94	9/20/2014	50,664.54
9/25/2010	70,435.06	9/24/2011	68,929.80	9/29/2012	61,611.40	9/28/2013	54,881.50	9/27/2014	50,127.22
10/2/2010	71,013.86	10/1/2011	68,871.64	10/6/2012	62,715.20	10/5/2013	55,950.74	10/4/2014	53,531.28
10/9/2010	69,311.50	10/8/2011	70,866.90	10/13/2012	60,710.18	10/12/2013	55,837.92	10/11/2014	51,127.00
10/16/2010	75,234.62	10/15/2011	75,262.66	10/20/2012	62,333.08	10/19/2013	61,327.20	10/18/2014	56,414.64
10/23/2010	70,290.80	10/22/2011	68,757.72	10/27/2012	58,073.54	10/26/2013	52,854.06	10/25/2014	49,890.20
10/30/2010	65,615.04	10/29/2011	60,507.98	11/3/2012	56,545.30	11/2/2013	57,543.54	11/1/2014	52,242.34
11/6/2010	61,337.62	11/5/2011	70,673.88	11/10/2012	56,110.96	11/9/2013	54,666.76	11/8/2014	52,819.26
11/13/2010	64,595.28	11/12/2011	67,627.10	11/17/2012	57,432.36	11/16/2013	56,495.96	11/15/2014	51,810.32
11/20/2010	56,010.08	11/19/2011	60,690.60	11/24/2012	65,888.86	11/23/2013	48,628.62	11/22/2014	46,228.62
11/27/2010	71,170.90	11/26/2011	74,140.54	12/1/2012	50,243.34	11/30/2013	59,645.66	11/29/2014	55,593.44
12/4/2010	53,215.08	12/3/2011	59,429.94	12/8/2012	50,770.96	12/7/2013	47,306.24	12/6/2014	46,792.50
12/11/2010	46,944.00	12/10/2011	51,395.44	12/15/2012	47,022.38	12/14/2013	29,229.02	12/13/2014	40,904.98
12/18/2010	42,076.76	12/17/2011	55,981.32	12/22/2012	46,838.96	12/21/2013	44,581.02	12/20/2014	41,600.84
12/25/2010	50,450.28	12/24/2011	54,248.62	12/29/2012	59,697.22	12/28/2013	62,117.14	12/27/2014	58,114.68
1/1/2011	85,152.12	12/31/2011	94,661.00	1/5/2013	71,673.52	1/4/2014	62,963.88	1/3/2015	68,277.28
1/8/2011	54,301.30	1/7/2012	74,863.40	1/12/2013	50,416.30	1/11/2014	37,935.94	1/10/2015	37,099.34
1/15/2011	54,005.90	1/14/2012	58,901.92	1/19/2013	51,211.88	1/18/2014	49,418.64	1/17/2015	43,217.36
1/22/2011	60,924.74	1/21/2012	61,819.92	1/26/2013	46,966.26	1/25/2014	42,720.80	1/24/2015	41,212.80
1/29/2011	48,036.94	1/28/2012	62,898.78	2/2/2013	52,067.92	2/1/2014	47,681.60	1/31/2015	42,783.32
2/5/2011	60,777.44	2/4/2012	72,154.66	2/9/2013	52,222.20	2/8/2014	45,434.52	2/7/2015	47,859.18
2/12/2011	67,471.84	2/11/2012	66,429.04	2/16/2013	64,243.52	2/15/2014	41,076.08	2/14/2015	48,131.08
2/19/2011	72,018.54	2/18/2012	77,455.88	2/23/2013	64,115.70	2/22/2014	61,523.98	2/21/2015	37,610.66
2/26/2011	75,544.02	2/25/2012	77,611.78	3/2/2013	62,602.74	3/1/2014	57,744.78	2/28/2015	56,982.14
3/5/2011	74,535.34	3/3/2012	75,963.86	3/9/2013	59,213.26	3/8/2014	50,439.94	3/7/2015	43,750.42
3/12/2011	66,979.48	3/10/2012	76,808.62	3/16/2013	62,366.36	3/15/2014	54,414.66	3/14/2015	55,096.66
3/19/2011	73,113.26	3/17/2012	76,883.92	3/23/2013	59,841.02	3/22/2014	50,734.62	3/21/2015	53,081.08
3/26/2011	68,490.80	3/24/2012	72,108.36	3/30/2013	57,567.98	3/29/2014	51,174.60	3/28/2015	50,548.88
4/2/2011	70,846.58	3/31/2012	74,244.22	4/6/2013	63,108.84	4/5/2014	55,229.90	4/4/2015	51,713.78
4/9/2011	67,076.78	4/7/2012	75,382.98	4/13/2013	56,849.30	4/12/2014	48,653.18	4/11/2015	51,024.54
4/16/2011	64,698.56	4/14/2012	71,065.34	4/20/2013	55,432.12	4/19/2014	54,469.22	4/18/2015	49,338.10
4/23/2011	67,674.14	4/21/2012	68,055.08	4/27/2013	58,612.74	4/26/2014	51,637.18		

4/30/2011	66,807.50	4/28/2012	72,880.66	5/4/2013	61,102.92	5/3/2014	54,757.72
5/7/2011	66,379.74	5/5/2012	71,582.30	5/11/2013	57,428.70	5/10/2014	51,011.76
5/14/2011	66,699.76	5/12/2012	63,357.92	5/18/2013	61,172.80	5/17/2014	51,148.34
5/21/2011	63,210.44	5/19/2012	78,984.36	5/25/2013	57,131.24	5/24/2014	53,082.60
5/28/2011	64,724.06	5/26/2012	67,396.24	6/1/2013	65,920.66	5/31/2014	62,642.98
6/4/2011	74,952.34	6/2/2012	76,959.44	6/8/2013	55,233.74	6/7/2014	49,517.18
6/11/2011	62,203.12	6/9/2012	63,584.86	6/15/2013	54,067.52	6/14/2014	50,266.50
6/18/2011	61,200.76	6/16/2012	59,436.12	6/22/2013	54,690.28	6/21/2014	48,768.14
6/25/2011	65,470.44	6/23/2012	55,921.30	6/29/2013	55,991.38	6/28/2014	49,250.32
6/30/2011	34,351.16	6/30/2012	58,207.40	6/30/2013	11,509.54	6/30/2014	12,010.70

TOTALS	4,016,541.01	4,124,906.80	3,580,645.18	3,261,565.02	2,617,809.90
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Table Game Revenue

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
July/August, 2010	154,185.68	July, 2011	141,718.01	July, 2012	138,663.64	July, 2013	99,274.36
September, 2010	94,247.84	August, 2011	137,473.92	August, 2012	133,245.83	August, 2013	111,427.75
October, 2010	105,903.60	September, 2011	110,375.25	September, 2012	127,532.40	September, 2013	80,857.74
November, 2010	108,717.67	October, 2011	124,273.94	October, 2012	126,482.02	October, 2013	81,066.09
December, 2010	118,721.11	November, 2011	121,118.87	November, 2012	134,443.93	November, 2013	79,853.94
January, 2011	106,189.21	December, 2011	140,509.93	December, 2012	146,677.92	December, 2013	79,617.31
February, 2011	105,776.45	January, 2012	137,812.68	January, 2013	132,650.35	January, 2014	75,093.81
March, 2011	120,927.10	February, 2012	142,770.01	February, 2013	121,636.62	February, 2014	75,170.90
April, 2011	130,654.61	March, 2012	151,845.46	March, 2013	149,033.62	March, 2014	78,201.51
May, 2011	130,492.02	April, 2012	127,862.26	April, 2013	105,545.23	April, 2014	72,380.72
June, 2011	121,576.41	May, 2012	137,905.13	May, 2013	109,747.38	May, 2014	93,191.89
		June, 2012	129,235.38	June, 2013	104,803.37	June, 2014	72,350.70
Total 2010-2011	1,297,391.70	Total 2011-2012	1,602,900.84	Total 2012-2013	1,530,462.31	Total 2013-2014	998,486.72

<u>Date</u>	<u>Amount</u>
July, 2014	78,639.07
August, 2014	84,726.51
September, 2014	71,967.51
October, 2014	66,257.02
November, 2014	71,046.66
December, 2014	76,797.24
January, 2015	73,346.66
February, 2015	66,262.78
March, 2015	73,747.70

Total 2014-2015	662,791.15
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Table Game Revenue Distribution - Jefferson County School Board

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
July, 2011	425,154.03	July, 2012	415,990.92	July, 2013	297,823.08	July, 2014	235,917.21
August, 2011	412,421.76	August, 2012	399,737.49	August, 2013	334,283.25	August, 2014	254,179.53
September, 2011	331,125.75	September, 2012	382,597.20	September, 2013	242,573.22	September, 2014	215,902.53
October, 2011	372,821.82	October, 2012	379,446.06	October, 2013	243,198.27	October, 2014	198,771.06
November, 2011	363,356.61	November, 2012	403,331.79	November, 2013	239,561.82	November, 2014	213,139.98
December, 2011	421,529.79	December, 2012	440,033.75	December, 2013	238,851.93	December, 2014	230,391.72
January, 2012	413,438.04	January, 2013	397,951.05	January, 2014	225,281.43	January, 2015	220,039.98
February, 2012	428,310.03	February, 2013	381,857.07	February, 2014	225,512.70	February, 2015	198,788.34
March, 2012	455,536.38	March, 2013	447,100.86	March, 2014	234,604.53	March, 2015	221,243.10
April, 2012	383,586.78	April, 2013	316,635.69	April, 2014	217,142.18		
May, 2012	413,715.39	May, 2013	329,242.14	May, 2014	279,575.67		
June, 2012	387,706.12	June, 2013	314,410.11	June, 2014	217,052.10		
Total 2011-2012	4,808,702.50	Total 2012-2013	4,608,334.13	Total 2013-2014	2,995,460.18	Total 2014-2015	1,988,373.45