

Minutes

Jefferson County Commission

Thursday, October 29, 2015

A meeting of the Jefferson County Commission was held on Thursday, October 29, 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, October 29, 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 October 15, 2015 Regular Meeting Minutes. Motion seconded and unanimously approved (Commissioner Tabb recused herself from voting on these minutes as she was not present for the October 15, 2015 meeting.)

Motion by Ms. Noland to approve the October 15, 2015 Board of Assessment Appeals Minutes. Motion seconded and unanimously approved (Commissioner Tabb recused herself from voting on these minutes as she was not present for the October 15, 2015 meeting.)

APPROVAL OF ACCOUNTS PAYABLE

| CHCKNO | DEPT | VENDOR | PONUM | POAMT | NOAMT | CHECK AMOUNT |
|--------|---------|--------------------------|-------|-------|-------------|--------------|
| 075215 | PAYROLL | AMERICAN FAMILY LIFE ICU | | \$ - | \$ 3,874.78 | \$ 3,874.78 |
| 075216 | 412 | COMCAST | | \$ - | \$ 103.63 | \$ 103.63 |
| 075216 | 425 | COMCAST | | \$ - | \$ 615.18 | \$ 615.18 |
| 075217 | 424 | AT&T/IL | | \$ - | \$ 2.65 | \$ 2.65 |

| | | | | | | |
|--------|---------|--------------------------|-------|--------------|--------------|--------------|
| 075218 | 413 | APPLE VALLEY OFF.PRODUCT | | \$ - | \$ 239.42 | \$ 239.42 |
| 075219 | 402 | ALPHA IMAGING SUPPLS INC | | \$ - | \$ 537.00 | \$ 537.00 |
| 075220 | 425 | B-K OFFICE SUPPLY INC | | \$ - | \$ 417.98 | \$ 417.98 |
| 075221 | PAYROLL | BUREAU F/CHILD SUPPORT | | \$ - | \$ 49.85 | \$ 49.85 |
| 075222 | PAYROLL | BUREAU F/CHILD SPRT ENF | | \$ - | \$ 212.31 | \$ 212.31 |
| 075223 | PAYROLL | BUREAU OF CHILD SUPPORT | | \$ - | \$ 461.54 | \$ 461.54 |
| 075224 | PAYROLL | BUREAU OF CHILD SUPPORT | | \$ - | \$ 119.54 | \$ 119.54 |
| 075225 | PAYROLL | BUREAU OF CHILD SUPPORT | | \$ - | \$ 530.77 | \$ 530.77 |
| 075226 | PAYROLL | COLONIAL LIFE | | \$ - | \$ 385.42 | \$ 385.42 |
| 075227 | 402 | COMPILED TECHNOLOGIES LL | 52482 | \$ 16,800.00 | \$ - | \$ 16,800.00 |
| 075228 | 425 | DAYCON | | \$ - | \$ 1,886.93 | \$ 1,886.93 |
| 075229 | 700 | FEDEX | | \$ - | \$ 34.32 | \$ 34.32 |
| 075230 | 425 | FIRE SAFETY EQUIP | | \$ - | \$ 846.00 | \$ 846.00 |
| 075231 | 401 | COURTNEY FUNK,ERO | | \$ - | \$ 98.50 | \$ 98.50 |
| 075232 | 415 | GENERAL COUNTY FUND-J FE | | \$ - | \$ 18,844.20 | \$ 18,844.20 |
| 075233 | PAYROLL | ROGER GOODWIN | | \$ - | \$ 258.44 | \$ 258.44 |
| 075234 | 433 | JESSICA GORMONT | | \$ - | \$ 86.00 | \$ 86.00 |
| 075235 | 717 | GUTTMAN OIL CO | | \$ - | \$ 9,969.63 | \$ 9,969.63 |
| 075236 | 405 | HR DIRECT | | \$ - | \$ 47.25 | \$ 47.25 |
| 075237 | 700 | INTERNATIONAL POLYGRAPH | | \$ - | \$ 600.00 | \$ 600.00 |
| 075238 | PAYROLL | VOYA FINANCIAL | | \$ - | \$ 3,035.00 | \$ 3,035.00 |
| 075239 | 402 | JEFFERSON PUBLISH CO INC | | \$ - | \$ 125.58 | \$ 125.58 |
| 075240 | 413 | THE JOURNAL | | \$ - | \$ 35.19 | \$ 35.19 |
| 075241 | PAYROLL | JEFFERSON SECURITY BANK | | \$ - | \$ 5,510.00 | \$ 5,510.00 |
| 075242 | 424 | KONE INC. | | \$ - | \$ 370.50 | \$ 370.50 |
| 075242 | 425 | KONE INC. | | \$ - | \$ 1,111.50 | \$ 1,111.50 |
| 075243 | 424 | TYLER KEMP | | \$ - | \$ 48.13 | \$ 48.13 |
| 075244 | 401 | LEWIS CO CIRCUIT CLERK | | \$ - | \$ 49.19 | \$ 49.19 |
| 075245 | 712 | LANGUAGE LINE SERVICES | | \$ - | \$ 259.35 | \$ 259.35 |
| 075246 | 711 | BARBARA J. MILLER | | \$ - | \$ 141.00 | \$ 141.00 |
| 075247 | PAYROLL | HELEN M. MORRIS, TRUSTEE | | \$ - | \$ 150.00 | \$ 150.00 |
| 075248 | PAYROLL | NATIONWIDE RETIREMENT | | \$ - | \$ 749.00 | \$ 749.00 |
| 075249 | 424 | NEOPOST USA INC. | | \$ - | \$ 381.14 | \$ 381.14 |
| 075250 | 425 | OFFICEMAX | | \$ - | \$ 58.29 | \$ 58.29 |
| 075251 | 404 | PIFER OFFICE SUPPLY, INC | | \$ - | \$ 21.80 | \$ 21.80 |
| 075252 | 425 | POTOMAC EDISON/OH | | \$ - | \$ 17.78 | \$ 17.78 |
| 075252 | 425 | POTOMAC EDISON/OH | | \$ - | \$ 2,038.10 | \$ 2,038.10 |
| 075253 | 401 | RONALD PEARSE EdD | | \$ - | \$ 150.00 | \$ 150.00 |
| 075254 | 401 | RICOH USA, INC./GA | | \$ - | \$ 252.73 | \$ 252.73 |
| 075254 | 403 | RICOH USA, INC./GA | | \$ - | \$ 287.58 | \$ 287.58 |

| | | | | | | |
|--------------|---------|--------------------------|--|---------------------|----------------------|----------------------|
| 075254 | 404 | RICOH USA, INC./GA | | \$ - | \$ 123.90 | \$ 123.90 |
| 075254 | 405 | RICOH USA, INC./GA | | \$ - | \$ 423.90 | \$ 423.90 |
| 075254 | 406 | RICOH USA, INC./GA | | \$ - | \$ 123.90 | \$ 123.90 |
| 075254 | 425 | RICOH USA, INC./GA | | \$ - | \$ 48.10 | \$ 48.10 |
| 075254 | 433 | RICOH USA, INC./GA | | \$ - | \$ 197.41 | \$ 197.41 |
| 075254 | 440 | RICOH USA, INC./GA | | \$ - | \$ 197.41 | \$ 197.41 |
| 075254 | 700 | RICOH USA, INC./GA | | \$ - | \$ 295.90 | \$ 295.90 |
| 075254 | 712 | RICOH USA, INC./GA | | \$ - | \$ 267.08 | \$ 267.08 |
| 075255 | 405 | SPECIALTY BUS SUPPLIES | | \$ - | \$ 932.89 | \$ 932.89 |
| 075256 | 704 | WV REGIONAL JAIL & | | \$ - | \$ 110,396.00 | \$ 110,396.00 |
| 075257 | PAYROLL | SHERIFF OF JEFFERSON CO | | \$ - | \$ 10,006.92 | \$ 10,006.92 |
| 075257 | PAYROLL | SHERIFF OF JEFFERSON CO | | \$ - | \$ 57.48 | \$ 57.48 |
| 075257 | PAYROLL | SHERIFF OF JEFFERSON CO | | \$ - | \$ 13.44 | \$ 13.44 |
| 075257 | PAYROLL | SHERIFF OF JEFFERSON CO | | \$ - | \$ 42,787.72 | \$ 42,787.72 |
| 075257 | PAYROLL | SHERIFF OF JEFFERSON CO | | \$ - | \$ 43.41 | \$ 43.41 |
| 075257 | PAYROLL | SHERIFF OF JEFFERSON CO | | \$ - | \$ 40,460.60 | \$ 40,460.60 |
| 075258 | PAYROLL | SHERIFF OF JEFFERSON CO | | \$ - | \$ 22.16 | \$ 22.16 |
| 075258 | PAYROLL | SHERIFF OF JEFFERSON CO | | \$ - | \$ 30,653.03 | \$ 30,653.03 |
| 075259 | PAYROLL | WV DEPUTY SHRF RETIREMEN | | \$ - | \$ 14,159.98 | \$ 14,159.98 |
| 075259 | PAYROLL | WV DEPUTY SHRF RETIREMEN | | \$ - | \$ 10,029.99 | \$ 10,029.99 |
| 075260 | 700 | STAPLES - CONTRACT | | \$ - | \$ 204.20 | \$ 204.20 |
| 075261 | 717 | S & S MOTOR PARTS | | \$ - | \$ 1,758.24 | \$ 1,758.24 |
| 075262 | 700 | TOC/TACTICAL OPERATIONS | | \$ - | \$ 100.00 | \$ 100.00 |
| 075263 | 405 | THOMSON REUTER - WEST | | \$ - | \$ 2,241.66 | \$ 2,241.66 |
| 075264 | 401 | WV ASSOCIATION/COUNTIES | | \$ - | \$ 80.00 | \$ 80.00 |
| 075265 | PAYROLL | WV PUB EMP RETIRE SYS | | \$ - | \$ 24,764.29 | \$ 24,764.29 |
| 075265 | PAYROLL | WV PUB EMP RETIRE SYS | | \$ - | \$ 67.01 | \$ 67.01 |
| 075265 | PAYROLL | WV PUB EMP RETIRE SYS | | \$ - | \$ 22.34 | \$ 22.34 |
| 075265 | PAYROLL | WV PUB EMP RETIRE SYS | | \$ - | \$ 74,292.81 | \$ 74,292.81 |
| 075266 | PAYROLL | WV BUREAU OF EMPLOYMENT | | \$ - | \$ 953.97 | \$ 953.97 |
| 075267 | 440 | WV STATE FIRE COMMISSION | | \$ - | \$ 150.00 | \$ 150.00 |
| 075268 | PAYROLL | WV PUB EMP RETIRE SYS | | \$ - | \$ 1,296.39 | \$ 1,296.39 |
| 075268 | PAYROLL | WV PUB EMP RETIRE SYS | | \$ - | \$ 2,916.88 | \$ 2,916.88 |
| 075269 | 402 | XEROX BUSINESS SRVCS LLC | | \$ - | \$ 1,080.00 | \$ 1,080.00 |
| | | | | | | |
| | | | | | | |
| TOTAL | | | | | | \$ 442,982.21 |
| TOTAL | | | | \$ 16,800.00 | \$ 426,182.21 | \$ 442,982.21 |

Motion by Ms. Noland to approve the Accounts Payable for October 22, 2015 in the amount of \$442,982.21. Motion seconded and unanimously approved.

| CHCKNO | DEPT | VENDOR | PONUM | POAMT | NOAMT | CHECK AMOUNT |
|--------------|------|----------------------------|-------|-------------|----------------------|----------------------|
| 075271 | 428 | ACCURATE SYSTEMS | | | \$ 4,200.00 | \$ 4,200.00 |
| 075272 | 717 | ALL STAR AUTO GLASS | | | \$ 265.00 | \$ 265.00 |
| 075273 | 425 | BLUE RIDGE GARAGE DOORS | | | \$ 250.00 | \$ 250.00 |
| 075274 | 424 | BOLAND SERVICES | | | \$ 270.00 | \$ 270.00 |
| 075274 | 425 | BOLAND SERVICES | | | \$ 1,325.00 | \$ 1,325.00 |
| 075275 | 401 | 201 N GEORGE ST LLC | | | \$ 9,638.92 | \$ 9,638.92 |
| 075276 | 712 | FRONTIER WV INC | | | \$ 380.00 | \$ 380.00 |
| 075277 | 425 | DAYCON | | | \$ 176.04 | \$ 176.04 |
| 075278 | 711 | GUEST SERVICES | | | \$ 125.20 | \$ 125.20 |
| 075279 | 715 | JEFFERSON CO EMERG SERV | | | \$ 650,000.00 | \$ 650,000.00 |
| 075280 | 413 | JEFFERSON PUBLISH CO | | | \$ 35.38 | \$ 35.38 |
| 075281 | 712 | ROBERT E JONES III | | | \$ 1,000.00 | \$ 1,000.00 |
| 075282 | 405 | MATTHEW BENDER & CO | | | \$ 985.36 | \$ 985.36 |
| 075283 | 424 | NEOPOST MIDATLANTIC | | | \$ 438.94 | \$ 438.94 |
| 075284 | 425 | OFFICEMAX | | | \$ 4,024.79 | \$ 4,024.79 |
| 075285 | 425 | RCS SECURITY | | | \$ 1,398.40 | \$ 1,398.40 |
| 075286 | 717 | RICE TIRES CO | | | \$ 1,990.80 | \$ 1,990.80 |
| 075287 | 428 | SOFTWARE SYSTEMS INC | | | \$ 392.00 | \$ 392.00 |
| 075288 | 704 | WV REGIONAL JAIL & CORR | | | \$ 7,092.75 | \$ 7,092.75 |
| 075289 | 425 | SHERWIN WILLIAMS | | | \$ 44.65 | \$ 44.65 |
| 075290 | 712 | TELTRONIC | | | \$ 916.00 | \$ 916.00 |
| 075291 | 405 | THOMSON REUTER - WEST | | | \$ 1,707.25 | \$ 1,707.25 |
| 075292 | 716 | WV BOARD OF VETERINARY MED | | | \$ 50.00 | \$ 50.00 |
| | | | | | | |
| TOTAL | | | | | | \$ 686,706.48 |
| TOTAL | | | | \$ - | \$ 686,706.48 | \$ 686,706.48 |

Motion by Ms. Noland to approve the Accounts Payable for October 29, 2015 in the amount of \$686,706.48. Motion seconded and unanimously approved.

APPROVAL OF MANUAL CHECKS

| | | | |
|-------------------------|---------|--------|--------|
| MAGISTRATE COURT | | | |
| OO5 | | | |
| Date | Check # | VENDOR | Amount |

| | | | |
|---------------------------|---------|--------------------------------|--------------------|
| 10/23/2015 | 323 | SHERIFF OF JEFFERSON CO | \$ 3,750.00 |
| | | | |
| | | | |
| | | | |
| DOG & KENNEL | | | |
| 008 | | | |
| Date | Check # | VENDOR | Amount |
| 10/23/2015 | 229 | VALLEY EQUINE ASSOC. | \$ 61.00 |
| | | | |
| | | | |
| | | | |
| DRUG FORFEITURE | | | |
| 074 | | | |
| Date | Check # | VENDOR | Amount |
| 10/23/2015 | 344 | DEBORAH JARVIS | \$ 105.00 |
| | | | |
| | | | |
| | | | |
| ASSESSOR VALUATION | | | |
| 056 | | | |
| Date | Check # | VENDOR | Amount |
| 10/23/2015 | 561 | PANDA CONSULTING | \$ 1,250.00 |
| | | | |
| | | | |
| TOTAL | | | \$ 5,166.00 |

Motion by Mr. Bell to approve the Manual Checks for October 22, 2015 in the amount of \$5,166.00. Motion seconded and unanimously approved.

PUBLIC COMMENT:

Meghan Flynn, resident and employee at the National Humane Education Society – spoke in favor of the dog tethering ordinance and thanked all of the employees involved in drafting the ordinance.

Daniel Lutz, resident – spoke against House Resolution 1599, stating that the Commissioners should not support the bill because it would be disastrous for local farmers and markets.

David Tabb, resident – voiced his frustrations with the Commission concerning the flag display issue, among other things.

Paul Rosa, resident – spoke in support of the Resolution for the December 12th school levy, urging citizens to inform themselves about the levy and also provide their support.

PRESENTATIONS

1. Angie Banks, Assessor – requested the approval of the following Exonerations:

| NAME | TYPE | DISTRICT | TICKET # | AMOUNT |
|----------------|------|----------|----------|---------|
| Jason Kowalski | RE | CTC | 8620 | \$79.91 |

- **Motion by Ms. Noland to approve the Exoneration as presented by the Assessor. Motion seconded and unanimously approved.**

| NAME | TYPE | DISTRICT | TICKET # | AMOUNT |
|-----------------------|------|-----------|----------|---------|
| Lawrence W. Ring, III | RE | Middleway | 22616 | \$89.51 |

- **Motion by Ms. Noland to approve the Exoneration as presented by the Assessor. Motion seconded and unanimously approved.**

| NAME | TYPE | DISTRICT | TICKET # | AMOUNT |
|------------------|------|-----------|----------|----------|
| Lawrence W. Ring | RE | Middleway | 22615 | \$103.65 |

- **Motion by Ms. Noland to approve the Exoneration as presented by the Assessor. Motion seconded and unanimously approved.**

2. Pete Dougherty, Sheriff - requested the following:

- a. Transfer of \$16,000 in Capital Expenses that has been previously identified for vests and allow it to be used for vehicle purchases;

- b. Allow the Sheriff to either sell or trade in a 2010 Jeep currently used as an undercover vehicle and use the proceeds to either reduce costs or use the money for vehicles;
 - c. Allow the Sheriff to have the proceeds of the settlement for the total loss of Sgt. Boyce's vehicle that was totaled as a result of an accident on October 16, 2015;
 - **Motion by Mr. Bell to approve the transfer of \$16,000 in Capital Expenses that had been previously marked for vests and allow it to be used for vehicle purchases; allow the Sheriff to sell or trade the 2010 Jeep currently used as an undercover vehicle and use the proceeds towards the purchase of new vehicles; and allow the Sheriff to retain the proceeds of the settlement for the total loss of Sgt. Boyce's vehicle which was totaled as a result of an accident on October 16, 2015. Motion seconded and unanimously approved.**
 - d. Provide an additional \$16,000 into the Sheriff's Capital Expenses to be used for vehicle purchases.
 - It was the consensus of the Commission to postpone action on this request until the Commission was made aware of the amount of the settlement for the loss of Sgt. Boyce's vehicle.
3. Chris Brosan, The Humane Society of the United States, and Denise Lambiotte, Jefferson County Animal Control Supervisor – requested the Commission establish Commercial Breeder License Fees in Jefferson County.
- **Motion by Mr. Pellish to task the County Administrator with researching whether an ordinance needs to be developed to set the fees for Commercial Breeding Licenses. Motion seconded and unanimously approved.**
4. Decision for a Resolution supporting an adequate Purse Fund sufficient to sustain year-round, live thoroughbred horse racing at the Hollywood Casino at Charles Town Races.
- **Motion by Mr. Bell to remove “adequate” from the last paragraph of the Resolution. Motion seconded.**
 - **Motion by Mr. Pellish to reaffirm the Resolution passed in January of 2015. Motion seconded.**
 - **Motion by Ms. Noland to postpone action on this item until Thursday, November 19, 2015 and to direct the County Administrator to work with the HBPA to craft a Resolution the Commission can support. Motion seconded and unanimously approved.**

5. The Commission recessed for break at 10:50 am.
The Commission reconvened at 11:00 am.
6. Nathan Cochran, Assistant Prosecuting Attorney
 - a. Decision on the Jefferson County Dog Tethering and Confinement Ordinance
 - **Motion by Mr. Manuel to approve the Jefferson County Dog Tethering and Confinement Ordinance as presented, effective December 1, 2015. Motion seconded and unanimously approved.**
 - b. Legal Update on Jefferson County Civil Action 13-C-432
 - **Motion by Ms. Noland to enter into Executive Session to discuss pending litigation. Motion seconded and unanimously approved.**
 - **Motion by Ms. Tabb to come out of Executive Session. Motion seconded and unanimously approved.**
7. Roger Goodwin, Chief County Engineer – requested the Commission rescind the Notice-of-Award to Remac America, Inc. in the Property Safety Enforcement Agency Case 12-002 (Williams)
 - **Motion by Mr. Bell to find the contractor (Remac America, Inc.) in default of the requirements of the Notice-of-Award and to therefore annul the Notice-of-Award to Remac America, Inc., for Property Safety Case 12-002, and find their Bid null and void. Motion seconded and unanimously approved.**
 - **Motion by Mr. Bell to issue a Notice-of-Award to Pittsnogle, LLC, in the amount of \$5,782 and to authorize staff to move forward with contracting with Pittsnogle, LLC to carrying out the work required for Property Safety Case 12-002 (Williams). Motion seconded and unanimously approved.**
 - **Motion by Mr. Bell to authorize additional funding for this project in the amount of \$560.00, contingent upon the Finance Director demonstrating that the additional funding is available. Motion seconded and unanimously approved.**
8. Jennifer Brockman, Director of Planning and Zoning – provided a recommendation from the Planning Commission to the County Commission to amend various sections of the Subdivision and Land Development Regulation pertaining to the Major/Minor Site Plan and Subdivision Processes.

- It was the consensus of the Commission to schedule a public hearing to receive input on the proposed redlined edits to the Jefferson County Subdivision Regulations (File #STA15-05) on Thursday, November 19, 2015 at 1:30 pm.
9. Resolution to support the December 12, 2015 Special Election for the Excess Levy.
- **Motion by Mr. Manuel to approve the Resolution to support the December 12, 2015 Special Election for the Excess Levy. Motion seconded.**
 - **Motion by Ms. Tabb to amend Mr. Manuel’s motion to include alternate wording in the final paragraph of the Resolution to state, “*And having the school levy in place positions the Jefferson County Schools advantageously to apply...*” Motion seconded.**
 - **Motion by Mr. Manuel to postpone this item until the Special Session on Thursday, November 5, 2015. Motion seconded and unanimously approved.**
10. Proclamation for Keryn Newman
- **Motion by Mr. Manuel to support the Proclamation for Keryn Newman. Motion seconded and unanimously approved.**
11. Discuss making a recommendation to Governor Earl Tomblin for the Chesapeake and Ohio Canal National Historical Park Commission.
- **Motion by Ms. Noland to advertise for nominees for a position with the Chesapeake and Ohio Canal National Historical Park Commission. Motion seconded and unanimously approved.**
12. Reappointment of Pete Kelley to the NEREMS, Inc. Board for one two-year term ending October 31, 2017.
- **Motion by Ms. Tabb to reappoint Pete Kelley to the NEREMS, Inc. Board for one two-year term ending October 31, 2017. Motion seconded and unanimously approved.**
13. Orion Strategies/Coalition for Safe, Affordable Food – Request to Endorse Statement of Support for National Food Labeling Standards.
- **Motion by Mr. Manuel to postpone this item indefinitely. Motion seconded and unanimously approved.**

COUNTY ADMINISTRATOR REPORTS

- Agenda for the November 5, 2015 Legislative Summit – Ms. Grove presented to the Commission the agenda for the November 5, 2015 legislative summit for their review and approval. Aside from a change in wording for one of the items, the Commission provided their approval of the agenda as presented.
- Options for the Annual Employee Holiday Celebration – Ms. Grove inquired as to whether the Commission would like to continue having an employee holiday breakfast or explore alternatives. It was the consensus of the Commission to hold an employee holiday luncheon at the County Commission meeting room in December at a date yet to be determined.
- End of Summer Employee Cookout – Ms. Grove stated the IT Department would like to sponsor and end-of-summer employee cookout on Thursday, November 5, 2015. The Commission provided their consent for this event.

COUNTY COMMISSION REPORTS

Patsy Noland

- Attended multiple meetings with PSD staff and board members.
- Attended a CVB meeting.
- Participated in a NACO conference call.

Jane Tabb

- Attended the Public Services banquet.
- Attended the JCESA Promotion Ceremony.
- Attended the HSEM Quarterly Partnership luncheon.
- Attended a JCESA meeting.
- Hosted an Ag Module.

Dale Manuel

- Attended a retirement celebration for Mickey Johnson from the Charles Town Kiwanis Club.
- Attended a work session with the WVDOH at North Middle School.
- Attended a Jefferson Center meeting.
- Attended a Jefferson County Council on Aging meeting.
- Attended a Water Advisory Committee meeting.
- Attended a Parks and Recreation meeting.
- Attended the Paws and Claws banquet for the Jefferson County Animal Welfare Society.
- Attended the Voices Against Domestic Violence Art Show at Middleway.
- Attended a Planning Commission meeting.

Eric Bell

- Attended a Workforce Region 7 meeting.

- Attended multiple functions for the Juvenile Drug Court.
- Attended a Board of Health Special Session.

Walt Pellish

- Attended a Development Authority meeting.
- Spoke in support of the School Board excess levy.

14. The Commission meeting adjourned at 12:10 pm on a motion by Ms. Tabb. Motion was seconded and unanimously approved.

JANE M. TABB, PRESIDENT

Respectfully submitted
Jessica D. Carroll
Administrative Assistant