

**AGENDA FOR THURSDAY, MAY 3, 2007**

Y/ N/ N/A

**APPOINTMENTS:**

- 1. 9:00 a.m. - County Commission Workshop
- 2. 9:30 a.m. - Pledge of Allegiance  
Approval of Minutes  
Approval of Purchase Orders  
Approval of Accounts Payable
- 3. 9:40 a.m. - Bonding and Activity Report
- 4. 9:45 a.m. - Public Comment
- 5. 10:00 a.m. - Jefferson County Community Educational Outreach Service Clubs - CEO's Week
- 6. 10:15 a.m. - Pam Parziale - Funding for the Arts
- 7. 10:30 a.m. - Gail Banfield - Charles Town Middle School Destination Imagination Teams - Request for Funding to Attend Globals
- 8. 11:00 a.m. - Jennifer S. Maghan - County Clerk's Report  
- Election Update  
- Request signatures for HAVA loan agreement for M100's and Precinct Cages (in conjunction with Resolution signed last week)  
- End of month Activity report for April
- 9. 11:15 a.m. - Legal Update and Report  
- Contract for Surveyor
- 10. 1:30 p.m. - County Commission Workshop

**OLD BUSINESS:**

- 1. Appointment of Alternate Member to the Board of Zoning Appeals
- 2. Appointment to the Jefferson County Building Commission
- 3. Appointment to the Property Safety Enforcement Agency
- 4. Legislative Issues
- 5. Kendig Keast Update/Ordinance Rewrite Discussion

- Revised Budget
- Review of Draft Map

- 6. Shepherdstown Battlefield Transportation Enhancement Grant
- 7. Discuss Accounting for Possible \$37,000 Discrepancy Between Video Lottery Revenues Received (According to Records of WV Vide Lottery Commission) and the Published Amount in Video Lottery Accounts in Annual Published General Fund from FY 1998 thru July 1, 2006
- 8. Discuss Accounting for Funds in Animal Control Department
- 9. Discuss Accounting for Funds in DPZE As Recommended by DPZE Transition Team Report
- 10. Location of Redman's Office
- 11. Executive Session - Personnel Matters
- 12. The Village at Samuel Street - Request Assignment of Bond Estimate
- 13. Hotel Occupancy Tax
- 14. Discussion - Setting Up Search Committee for HR Director Hire
- 15. Bonding Administrator Position

**NEW BUSINESS:**

- 1. Letter from Anthony D. Redman Accepting Position as Long Range Planner
- 2. Correspondence from Berkeley County Commission Proposing a Summit on Legislative Issues Be Held with the Three Eastern Panhandle Counties in June or July 2007
- 3. Property Safety Ordinance Amendment
- 4. Property Safety Case #06-001A & B Update - Betty R. Graham
- 5. VLT Non Profit Budget Distribution for Fiscal Year 2008
- 6. EMPG 2007 Grant Application with the West Virginia Division of Homeland Security and Emergency Management (DHSEM)
- 7. Meeting with Tony Redman, Sherry Kelly & Roger Goodwin with County Commission
- 8. CREO Plant - Report and Solicit Commissioner's comments
- 9. Mark Schiavone: Request for Capital Projects Coordinating Committee meeting date

- 10. Kirk Davis: Discussion of office space in Department of Planning
- 11. Blasting ordinance
- 12. Burch Minor Subdivision - status of required work
- 13. Summer interns
- 14. County Commission Reports

**INFORMATION:**

- 1. Reminder of Meeting with Elected Officials and Department Heads on Wednesday, May 9, 2007, at 1:30 PM in the Old Charles Town Library Meeting Room
- 2. Correspondence from the West Virginia Association of Counties Concerning Nominations for NACo Steering Committees
- 3. Correspondence from Sherry Kelly, Acting Chief Planner/Zoning Administrator Concerning Subdivision Work Sessions on Friday, May 4, 2007 - Site Plan Review - Potomac Metals, Inc., Community Impact Review - Allstadt's Corner
- 4. Correspondence from Sheriff Ed Boober Concerning Regional Jail Costs
- 5. Weekly settlement report for the Charles Town Races received from the West Virginia Lottery
- 6. Correspondence from Mark Schiavone, Impact Fee Coordinator, Concerning the Comprehensive Plan Update Schedule
- 7. Correspondence from Hali Taylor, Director of the Shepherdstown Public Library, Expressing Gratitude for the Increase in Operating Funds
- 8. Acceptance of bond for Charles Town Self Storage in the amount of \$38,088.00
- 9. Invitation from J. Michael Cassell, Esq., Counsel for Old Standard Quarry, to provide a tour of the Old Standard Quarry property
- 10. Interim report on Transportation Impact Fees received from Mark Schiavone.
- 11. April 2007 Impact Fee Status report received from Mark Schiavone.

**CORRESPONDENCE**

- 1. Correspondence received concerning the Danley horses
- 2. Correspondence received from John F. Piwowarski concerning Civil Action case 87-C-383.