

**AGENDA FOR THURSDAY, MAY 31, 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  
- Approval of Employment - County Engineer
- 4. 9:45 a.m. - Public Comment
- 5. 10:00 a.m. - Paul M. Rosa, Harpers Ferry Conservancy - Old Standard Quarry
- 6. 10:15 a.m. - Amy R. Lamp Leonard - Counsel for Corporation of  
Shepherdstown - Annexation Request
- 7. 10:30 a.m. - Legal Update and Report
- 8. 11:00 a.m. - Jennifer S. Maghan - County Clerk's Report  
- Elections Update  
- Budget Revision
- 9. 11:15 a.m. - Parks & Recreation Board Presentation
- 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 Property Safety Enforcement Agency
- 3. Legislative Issues
- 4. Kendig Keast Update/Ordinance Rewrite Discussion
- 5. Shepherdstown Battlefield Transportation Enhancement Grant

- 6. The Village at Samuel Street - Request Assignment of Bond Estimate
- 7. Re-organization: Separating Animal Control from Maintenance Department - Elevation of Mike Shrewsbury to Supervisor, De-funding New Supervisory Position - Correspondence from Sara Mauck
- 8. Summer Interns
- 9. Employee Benefits
- 10. P.A. Office - Attorney Client Privileged Communications
- 11. Renewed request for completed legal review of new employee handbook prior to HR Director's hiring
- 12. Letter to Secretary of Energy Re Proposed Transmission Corridor Through Region By July 1, 2007
- 13. Re-Org: Separating Animal Control and Maintenance Dept., New Supervisor Selection, Issues within Animal Control Departments
- 14. Employee Health Benefits

**NEW BUSINESS:**

- 1. Appointment to the Historic Landmarks Commission - Term Ended March 6, 2007
- 2. Dunn Engineers, Inc. - Scope of Proposed Study for the Mountain Water System
- 3. Funding Request from Friends of Happy Retreat
- 4. Comcast - Franchise Extension Agreement
- 5. Sheriff's Law Enforcement - Grant Contract Agreement for the purchase of digital in-car, video cameras
- 6. Kirk Davis - New Parking Lot Available for County Employee Use
- 7. Allocation of the Remaining Existing Portion of the Home Consortium Budget Earmarked for Jefferson County
- 8. In Order to Clarify Lines of Authority and Responsibility Re-designate Billet of Acting Planning and Zoning Director as "Director of Planning, and Add to the Long Range Planner Billet Responsibilities as "Director of Zoning"

- 9. Letter to DOH regarding road improvements re BSR campus development
- 10. Property Acquisition
- 11. County Commission Reports

**INFORMATION:**

- 1. Joint meeting between the County Commission and the Board of Education is scheduled for June 6, 2007, at 10:00 a.m.
- 2. Appointments to be made to the following on Thursday, July 5, 2007:
  - Parks & Recreation Commission
  - Summit Point Library Committee
  - Eastern Panhandle Regional Planning and Development Council
  - Jefferson County Board of Health
- 3. Mt. Mission Town Meeting scheduled for June 23, 2007, from 10:00 a.m. - 1:00 p.m. at the Mission Community Center at St. Andrews.
- 4. Jefferson County Green Infrastructure Assessment - Final Invoice received.
- 5. Correspondence received concerning the school bus fire incident.
- 6. Administrative Order received from the Office of Environmental Health Services concerning Potomac Farms Water Co.
- 7. Correspondence received from Chris & Ann Coffinberger concerning Animal Control.
- 8. Correspondence received from John R. Roberts concerning Cedar Meadows Airpark.
- 9. E-911 fees received from IDT Corporation, Comtel Telcom Assets LP, AT&T Communications, and Level 3 Communications.
- 10. Information received from the County Commissioners' Association concerning the West Virginia Group Self-Insurance Risk Pool.
- 11. Information received from the Association of Counties concerning mileage reimbursement.
- 12. Harpers Ferry National Historical Park newsletter received.
- 13. Notice received of a Subdivision Work Session on Friday, June 1, 2007.

- 14. Notice received from Loudoun County of a comprehensive plan public hearing on Monday, June 18, 2007.
- 15. Correspondence received from the Office of the State Auditor concerning a summary of internal control issues.
- 16. Weekly settlement report for the Charles Town Races received.
- 17. Miscellaneous