

## AGENDA FOR THURSDAY, SEPTEMBER 13, 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  
- Spruce Hill Bonding  
- Spruce Hill Bonding - Request for Special Accommodation as to  
Timing
- 4. 9:45 a.m. - Public Comment
- 5. 10:00 a.m. - Mark Schiavone - Personnel Issues
- 6. 10:15 a.m. - Patsy Noland - Clarification of Fees Changed by SSI
- 7. 10:30 a.m. - Robert Burch - Storm Water Management at Burch Manor Subdivision
- 8. 11:00 a.m. - Jennifer S. Maghan - County Clerk's Report
- 9. 11:15 a.m. - David Hammer - Reimbursement of Legal Fees for Representation of Todd  
Baldau
- 10. 11:30 a.m. - Brandon Sims - Legal Update and Report
- 11. 1:30 p.m. - County Commission Workshop - Emergency Management and Homeland  
Security

### OLD BUSINESS:

- 1. Appointment of Alternate Member to the Board of Zoning Appeals
- 2. Appointment to the Jefferson County Board of Health
- 3. Legislative Issues
- 4. Kendig Keast/Ordinance Rewrite Discussion
- 5. Request for County Commission Involvement in the Bakerton Fire Department TEFRA  
Hearing and Proposal
- 6. Budget Revision - Aimed at Equalizing the Current Salary Inequities in the 2007-2008 Budget
- 7. Discuss with the Director of Impact Fees the Possibility of a Delay of School Impact Fees for  
the Elderly that Wish to Build a Retirement Home

- 8. Hiring Independent Legal Counsel
- 9. Request for Legal Review: In the Summer, 2006, Software Systems Inc. Purchased Over \$15,000 In Camera Equipment and Subsequently Billed the County Well Over \$30,000 in Subsequent "Contractual Services." West Virginia Code 5A-3-10(a) and (b) states: "...a Purchase of and Contract for Commodities, Printing and Services Shall Be Based, whenever possible, on competitive bids. "State Government Requires Competitive Bid On Equipment in Excess of \$15,000 and Services in Excess of \$25,000." There Was No Competitive Bid Sought By Our County Administrator for the purchase of Cameras. SSI Primary Business is Main Frame Computers. It also Provides Support for PCs and Now Cameras. If the County Has Rules Governing Competitive Bidding Requirements Like the State's, SSI does Not Qualify as a "Sole Source" Entitled to Exemption Because the Cameras Could Have Been Provided By Any Company And They Did Not have to Be Tied Into the Existing Server. Since SSI Merely Bought Equipment It Found on the Web, (SSI Includes with Their Invoice Xeroxes of a Web Site Equipment ad, Showing they Were Also Not the Manufacturer of the Cameras)
- 10. Request for Legal Review: Software Systems, on several occasions in 2006, made Service Visits on The Same Date to both Berkeley County and Jefferson County to Service Computers. A review of invoices for Jefferson County Shows Full Billing To Us, At Least, For the Mileage For a Round Trip To and From Morgantown Where SSI is Based

**NEW BUSINESS:**

- 1. Resolution for Todd Baldau
- 2. Shepherdstown Battlefield
- 3. County Policy on Competitive Bidding New Wording for Carry-Over Item "New No. 15"
- 4. Including Confidentiality Non-Disclosure Agreements in SSI Maintenance Contracts
- 5. Transmission Corridor Project - NCTC and Antietam National Battlefield Impact
- 6. Webcasts
- 7. Identification of Who Proposed the Agenda Item for Discussion
- 8. Procedures for County Commission Pre Approval of Proposed Agenda Items
- 9. Designate a Single Point of Contact Within the Tribal/Local Jurisdiction to Serve as the Principal Coordinator for NIMS Implementation
- 10. Approval of Change Order #003 - Jail Project
- 11. Scheduled Recalculation of Law Enforcement, Parks & Recreation and Fire & EMS Impact Fees
- 12. School Impact Fee Bonding
- 13. Determine Next Meeting Date for Capital Projects Coordinating Committee
- 14. County Administrator Reports

15. County Commission Reports

**INFORMATION:**

- 1. Memorandum received from the West Virginia Division of Culture & History regarding WV County Records Management & Preservation Grant Application 2008-2009
- 2. Memorandums received from the Department of Capital Planning and Management concerning Transfer of Funds from Office of Impact Fees General Account to Sheriff's School Impact Fee Account, Sheriff's Law Enforcement Impact Fee Account, Sheriff's Park and Recreation Impact Fee Account, Sheriff's Fire & EMS Impact Fee Account
- 3. Correspondence received from WV Association of Counties regarding the WVACo Fall Board Meeting
- 4. 2007-2008 Certificate of Membership received from the County Commissioners' Association of West Virginia
- 5. Correspondence received from Robert C. Keith concerning Jefferson County Taxation
- 6. Acceptance of bond received for Shepherds Retreat Subdivision in the amount of \$255,367.00.
- 7. Letter of Appreciation received from Charles Town Chaplaincy Services for funding support
- 8. Invitation to attend a Groundbreaking & Reception on Wednesday, September 26, 2007 received from Summit Point Training Campus
- 9. Monthly Board Meeting Agenda received from the Jefferson County Public Service District
- 10. Weekly Newsletter received from Vivian Parsons, Executive Director of County Commissioners' Association of West Virginia
- 11. Weekly Settlement Report received from the West Virginia Lottery
- 12. Notice of the WV Annual Brownsfield Conference received from WV Association of Counties
- 13. Correspondence received from Assistant Prosecuting Attorney Brandon Sims regarding Reach to forward the County Commission's Legislative Agenda
- 14. Memorandum received from Sheriff Boober regarding County Investments
- 15. Acceptance of bond received for Seneca Crossing South Subdivision in the amount of \$564,542.00.
- 16. Meeting Minutes received from the Jefferson County Jail Progress Meeting #10
- 17. Correspondence received from the Loudoun County, Virginia Department of Planning concerning Proposed Changes to the Housing Policies of the Revised General Plan

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18. Correspondence received from the Loudoun County, Virginia Department of Planning concerning Proposed Policy Language for CPAM 2005-2004: Eminent Domain and Protection of Existing Communities

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19. Letter of Resignation received from David K. Donohue from the Jefferson County Ambulance Authority