

AGENDA FOR THURSDAY, SEPTEMBER 20, 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
- 4. 9:45 a.m. - Public Comment
- 5. 10:00 a.m. - Brian Parrish - County Policies
- 6. 10:15 a.m. - Kellie Boles - Agricultural Development Officer - Walter Washington Easement
- 7. 10:30 a.m. - Mark Schiavone - IT Support Specialist Report
- 8. 11:00 a.m. - Jennifer S. Maghan - County Clerk's Report
- Probate - Administrative Matters - Signature of Madame President Required for Orders and Triple Seal
- Procedural Audit of the 2006 General Election - Brief Discussion
- 2008 Elections Update
- 9. 11:15 a.m. - Brandon Sims - Legal Update and Report
- 10. 11:30 a.m. - Patrick Kirby - Brownfields Assessment Grant Application
- 11. 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 Board of Health

- 3. **Legislative Issues**
- 4. **Kendig Keast/Ordinance Rewrite Discussion**
- 5. ***Manuel* - Schedule a Public Hearing on the Resolution for Possible Harpers Ferry Park Expansion**
- 6. ***Surkamp* - 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**
- 7. ***Surkamp* - Including Confidentiality Non-Disclosure Agreements in SSI Maintenance Contracts**
- 8. ***Surkamp* - Meet With Mr. Rodecker Re Cable Franchise Negotiations**

NEW BUSINESS:

- 1. **Agenda for Council of Governments Meeting on Wednesday, September 26, 2007**
- 2. **Office of Homeland Security & Emergency Management - Request to Increase the Steering Committee Membership from 10 to 14**
- 3. **Office of Homeland Security & Emergency Management - Approval of Employment - Terri Mehling - Program Manager/Planner & Deputy Director**
- 4. **Approval of Grant Agreement for State-Issued GPS Unit**
- 5. ***Manuel* - Budget Revision: Consideration of a 1.5 Percent Pay Increase for all County Employees Who Received Less than a 6 Percent Pay Raise in this Year's Budget Based on the Budget Session Transcript**
- 6. ***Surkamp* - Wage Study Time Frame Extension**
- 7. ***Surkamp* - Written Request to Assessor for Current Auto-Cad Polygons of Tax Maps for Planning, 911 Dispatch**
- 8. ***Surkamp* - Report on Fire-EMS Fee Collections**
- 9. **County Administrator Reports**
- 10. **County Commission Reports**

INFORMATION:

1. Information received from Barbara Miller concerning the drought conditions.
2. Correspondence received from Brandon Sims, Assistant Prosecuting Attorney, concerning the legal bills submitted by David M. Hammer on behalf of Todd Baldau.
3. Copy of correspondence sent by the Circuit Clerk, Patsy Noland, concerning the building proposal draft.
4. Assessor's Certificate of Compliance received.
5. Invitation received to attend training regarding the Local Update of Census Addresses Program for the 2010 Decennial Census on Wednesday, October 17, 2007.
6. Information received from the Association of Counties concerning legislative issues and the Fall Board Meeting.
7. Thank you letter received from Citizens Fire Company concerning their budget allocation.
8. Thank you letter received from Charlotte Porter, President of First Books for Babies.
9. Copies of correspondence from Jefferson Utilities, Inc. received concerning the Mountain Water System.
10. Invitation received from the Eastern Panhandle Conservation District to attend the Annual Awards and Recognition Banquet on Wednesday, October 3, 2007, beginning at 6:30 p.m.
11. Notice received from the County Commissioners' Association of a Special Call Membership Meeting on Monday, September 24, 2007.
12. Report on Applying Agreed-Upon Procedures of the Jefferson County Magistrate Court received from the Office of the State Auditor.
13. Legislative information received from Berkeley County.
14. Information received from the Association of Counties concerning H.R. 811.
15. Information received from the Association of Counties concerning Special Session Legislation.

- 16. E-911 fees received from CTC of West Virginia.
- 17. Meeting minutes received from the Harpers Ferry/Bolivar PSD.
- 18. Meeting minutes received from the Jefferson County Public Service District.
- 19. Weekly settlement report received for the Charles Town Races & Slots from the West Virginia Lottery.
- 20. Miscellaneous

CORRESPONDENCE

- 1. Copies of correspondence received concerning the proposed expansion of the Scrabble Road bridge.