

**AGENDA**  
**JEFFERSON COUNTY COMMISSION**  
**THURSDAY, JANUARY 21, 2016**  
**9:30 A.M.**

County Commission Meeting Room  
located at the Old Charles Town Library  
200 E. Washington Street, Charles Town, WV

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**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES**

- January 7, 2016 Regular Meeting

**APPROVAL OF PURCHASE ORDERS**

- January 21, 2016

**APPROVAL OF ACCOUNTS PAYABLE**

- January 14, 2016
- January 21, 2016

**APPROVAL OF MANUAL CHECKS**

- January 14, 2016
- January 21, 2016

**PAYROLL APPROVAL**

- January 14, 2016

**ANNOUNCEMENTS**

- Report if there are changes in the agenda if applicable

**PUBLIC COMMENT**

**PRESENTATIONS**

1. 9:45 a.m. Angie Banks, Assessor  
- Exonerations - Discussion/Action

2. 10:00 a.m. Helen Dettmer, Mayor of Bolivar  
- Discussion of potential growth boundary for the Town of Bolivar - Discussion/Action
3. 10:15 a.m. John Reisenweber, Director of the Jefferson County Economic Development Authority  
- Bill Scott Racing update - Discussion/Action
4. 10:45 a.m. **BREAK**
5. 11:00 a.m. Lynn Fields, Probate Office  
- Quarterly Review for Accounts and Waivers - Discussion/Action
6. 11:15 a.m. Laura Storm, Circuit Clerk  
- Presentation to County Commission regarding Jefferson County Jail Annex
7. 11:30 a.m. Roger Goodwin, Chief County Engineer  
- Property Safety Enforcement Agency Case 12-002 (Williams) - Contractor's Request for Payment and Release of Performance Bond - Discussion/Action
8. 11:45 a.m. Jeffrey A, Polczynski, ENP - Director of Communications  
- Request approval of promotion to Supervising Public Safety Dispatcher - Discussion/Action
9. 12:00 p.m. Barbara Miller, Director of the Jefferson County Homeland Security and Emergency Management  
- Emergency Management Performance Grant (EMPG) application for the calendar year 2015 - Discussion/Action

#### **UNFINISHED BUSINESS**

10. Committee Assignments:
  - Development Authority - Discussion/Action
  - Hagerstown Eastern Panhandle Metropolitan Planning Organization - Discussion/Action

#### **NEW BUSINESS**

11. Legislative Updates

#### **FINANCIAL DIRECTOR REPORTS**

- Review of Budget to Actual as of December 31, 2015 - Discussion/Action
- Review and approve payment of Region 9 invoice for FY16 Air Quality Program Funding Request - Discussion/Action

**COUNTY ADMINISTRATOR REPORTS**

- Property Purchase Negotiation - Possible Executive Session - Discussion/Action

**COUNTY COMMISSION REPORTS**

12. Lunch Break

**\*\*\*\*\* AFTERNOON SESSION \*\*\*\*\***

13. 1:30 p.m. Work Session - WVPSC - Information session about the purpose, function, and authority of the WVPSC and how it relates to the Public Service District

14. RECESS

**\*\*\*\*\* EVENING SESSION \*\*\*\*\***

15. 7:00 p.m. Public Hearing  
- Recommendation from the Planning Commission to the County Commission to amend various sections of the Zoning and Land Development Ordinance (File #ZTA 15-02) and the Subdivision and Land Development Regulations (File #STA15-04) regarding permitting Campgrounds in certain Rural and Commercial zoning districts

16. ADJOURN

**DEPARTMENTS, BOARDS, COMMISSIONS AND AGENCY WRITTEN REPORTS**

- Quarterly Report for the Jefferson County Engineering Department Quarterly Report

**CORRESPONDENCE/INFORMATION**

Notice for the 2016 Board of Review and Equalization.

Jefferson County Impact Fee Status Report for December 2015.

Memorandum from the Jefferson County Department of Engineering Office of Impact Fees re: Transfer of Funds from Office of Impact Fees General Account to Sheriff's Schools Impact Fee Account.

Memorandum from the Jefferson County Department of Engineering Office of Impact Fees re: Transfer of Funds from Office of Impact Fees General Account to Sheriff's Law Enforcement Impact Fee Account.

Memorandum from the Jefferson County Department of Engineering Office of Impact Fees re: Transfer of Funds from Office of Impact Fees General Account to Sheriff's Parks and Recreation Impact Fee Account.

Memorandum from the Jefferson County Department of Engineering Office of Impact Fees re: Transfer of Funds from Office of Impact Fees General Account to Sheriff's EMS Impact Fee Account.

Jefferson County Public Service District Minutes - December 7, 2015 Regular Board Meeting.

Memorandum from WVACO re: Directed Public Access Points and the upcoming legislative session.

Update from Kleinschmidt re: update on the Millville Hydroelectric Project (FERC No. P-2343).

WV Lottery Weekly Settlement for Charles Town - week ending January 2, 2016.

WV Lottery Weekly Settlement for Charles Town - week ending January 9, 2016.

*At all times the County Commission reserves the right to rearrange agenda times because of time constraints and to accommodate the Commission schedule or the public.*