

**AGENDA**  
**JEFFERSON COUNTY COMMISSION**  
**THURSDAY, APRIL 7, 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**

- **March 31, 2016 Regular Meeting**

**APPROVAL OF ACCOUNTS PAYABLE/MANUAL CHECKS**

- **April 7, 2016**

**ANNOUNCEMENTS**

- **Report if there are changes in the agenda if applicable**

**PUBLIC COMMENT**

**PRESENTATIONS**

- 1. 9:45 a.m. Pete Dougherty, Sheriff**  
**- Approval of New Hire - Administrative Assistant - Discussion/Action**
- 2. 10:00 a.m. Interviews and appointments to the Jefferson County Development Authority**  
**- Five 3-year terms for Citizen Representatives and two 3-year terms for City/Municipality Representatives - 7 total positions - Discussion/Action**
- 3. 10:15 a.m. Roger Goodwin, Chief County Engineer**  
**- Impact Fees - Affordable Housing Discount Amendment - Discussion/Action**  
**- Building Code Board of Appeals - Appointment of Board Members - Discussion/Action**  
**- Burch Manor Subdivision (JCPC File No. 02-12) - Closing of Bonding Bank Escrow Account - Discussion/Action**  
**- Clear Field Estates (JCPC File No. 00-32) - Storm Drainage Easement - Engineer-of-Record Proposal - Discussion/Action**  
**- Smith Mountain View Estates (JCPC File No. 02-06) - Lot Corners Certification - Surveyor's Proposal - Discussion/Action**

4. 10:45 a.m. BREAK

#### NEW BUSINESS

5. Discuss SB298 “Brunch Bill” and its possible placement on the 2016 General Election Ballot - Discussion/Action
6. Discuss scheduling a work session for the amendments of the various sections of the Zoning and Land Development Ordinance (File #ZTA15-02) and the Subdivision and Land Development Regulations (File #STA15-04) regarding permitting campgrounds in certain Rural and Commercial zoning districts. Public Hearing was held on January 21, 2016 - Discussion/Action
7. Legislative Updates

#### FINANCIAL DIRECTOR REPORTS

- Transfer of \$200,000 to Capital Outlay checking - Discussion/Action
- Approval of the Audited/revised FY2015 Financial Statements - Discussion/Action

#### COUNTY ADMINISTRATOR REPORTS

#### COUNTY COMMISSION REPORTS

8. ADJOURN

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

- GIS Department Quarterly Update Report - 2016, 1<sup>st</sup> Quarter

#### CORRESPONDENCE/INFORMATION

Jefferson County Commission Notice of Special Session to Lay the Levy.

Jefferson County Commission Notice of Public Hearing on Proposed Amendments to the E9-1-1 Addressing Ordinance.

Jefferson County Planning Department Notice of Public Hearing.

Memorandum from the Jefferson County Department of Engineering re: Traffic Control Signal at the Intersection at Middleway Dollar General Store.

Memorandum from the Eastern Panhandle Conservation District re: 2016 Evitts Run Inspection Schedule.

