

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

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

CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

- April 7, 2016 Regular Meeting

APPROVAL OF ACCOUNTS PAYABLE/MANUAL CHECKS

- April 14, 2016
- April 21, 2016

APPROVAL OF PAYROLL

- April 7, 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. JAK Kincaid, Christian Vargo
- Information presentation for Reaching the Summit Community Service Initiative, the largest community service initiative of its kind in U.S. history and discussion of project development for a community service project that will coincide with the Boy Scouts of America National Jamboree in July 2017
- Discussion/Action

3. 10:15 a.m. Susan McFadden, Kabletown Community Education Outreach Service
- Proclamation - Designate May 15, 2106 through May 21, 2016 as West Virginia Community Education Outreach Service Week - Discussion/Action
4. 10:30 a.m. David Didden, MD - Jefferson County Board of Health
- Letter of Commitment on behalf of the Board of Health - Discussion/Action
5. 10:45 a.m. **BREAK**
6. 11:00 a.m. Lynn Fields, Probate Office
- Quarterly Review for Accounts and Waivers - Discussion/Action
7. 11:15 a.m. Monica A. Whyte, West Virginia Bureau for Public Health, Source Water Assessment and Protection Program
- SB373 Source Water Protection Plan (SWPP) requirements and Safe Water Forum for Jefferson County - Discussion/Action
8. 11:30 a.m. Chanti Davenport, Jefferson County Relay for Life
- Request for boot drive and Paint the Town Purple event June 11, 2016 - Discussion/Action
9. 11:45 a.m. John Reinsenweber, Jefferson County Development Authority
- Resolution of Participation and Cooperation (Local Economic Development Grant Program) - Discussion/Action
10. 12:00 p.m. Interviews and Appointments - Jefferson County Development Authority - Two city/municipality representative terms - 1 for Harpers Ferry Corporation and 1 for Bolivar Corporation - each for a three-year term ending April 5, 2019 - Discussion/Action
11. 12:15 p.m. **Break for Lunch**

NEW BUSINESS

12. Request for the late fees for fiscal year 2015-2016 be removed for Ann Christy - Discussion/Action
13. Discussion on the possibility of satellite early voting sites for the 2016 General Election - Discussion/Action (DM)

FINANCIAL DIRECTOR REPORTS

- Review of Budget to Actual as of March 31, 2016
- Approval of 2016 Internal Budget Revision #5 General Fund - Discussion/Action
- Approval of 2016 State Budget Revision #5 General

COUNTY ADMINISTRATOR REPORTS

- Contract with APUS for employee tuition reduction program - Discussion/Action
- Renewal of employee health insurance with Highmark Blue Cross Blue Shield - Discussion/Action
- Potential long term lease for the Jefferson County Animal Welfare Society - Discussion/Action
- Approval to advertise for vacant custodial position within the Maintenance Department - Discussion/Action

COUNTY COMMISSION REPORTS

~~~~~ AFTERNOON SESSION ~~~~~

14. 1:30 p.m. Public Hearing - Amendments to the E9-1-1 Addressing Ordinance
15. **ADJOURN**

DEPARTMENTS, BOARDS, COMMISSIONS AND AGENCY WRITTEN REPORTS

- Quarterly Report - Jefferson County Historic Landmarks Commission
- Quarterly Report - Jefferson County Homeland Security and Emergency Management.
- Quarterly Report - Jefferson County Engineering Department

CORRESPONDENCE/INFORMATION

Jefferson County Commission Notice of Work Session - Thursday, May 5, 2016.

Jefferson County Commission Notice of Public Hearing - Thursday, June 2, 2016.

Impact Fee Status Report for March 2016.

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.

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

WV Lottery Weekly Settlement for Charles Town - week ending April 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.