

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, JUNE 16, 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

- June 2, 2016 Regular Meeting

APPROVAL OF PURCHASE ORDERS

- June 16, 2016

APPROVAL OF ACCOUNTS PAYABLE/MANUAL CHECKS

- June 9, 2016
- June 16, 2016

APPROVAL OF PAYROLL

- June 16, 2016

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

1. 9:45 a.m. Interviews and Appointment to the Jefferson County Board of Health - One 5-year term ending June 30, 2021 - Discussion/Action
2. 10:00 a.m. Interviews and Appointments to the following:
 - Eastern Panhandle Regional and Development Council - One 2-year term ending June 30, 2018 - Discussion/Action
 - Jefferson County Solid Waste Authority - One 4-year term ending June 30, 2020 - Discussion/Action

3. 10:15 a.m. Becky Burns, Office Manager, Engineering Department
- Refund of building permit fees for Cindy Fellers - Discussion/Action
4. 10:30 a.m. Roger Goodwin, Chief County Engineer
- Complete Construction Bond Release for Mark A. & Marci E. Cerasi - Lot 41 Burr Business Park (File #S15-06) - Discussion/Action
5. 10:45 a.m. **BREAK**
6. 11:00 a.m. Jennifer Brockman, Planing and Zoning
- Amendments to 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 - Work Session was held on May 5, 2016 - Discussion/Action
7. 11:30 a.m. Public Hearing - Amendments to the Hotel Occupancy Tax Ordinance
8. 11:45 p.m. Nathan Cochran, Assistant Prosecuting Attorney
- Discuss Briel Building Lease/Purchase - Possible Executive Session - Discussion/Action
- Comcast Franchise Renewal - Possible Executive Session - Discussion/Action
- SB 648 - Traffic Signals - Possible Executive Session - Discussion/Action
- Legal Review of MOU with the American Public University - Discussion/Action

UNFINISHED BUSINESS

9. Formal action to reconsider decision made on March 31, 2015 to allow sale of the 1863 rock in the Sheriff's Auction - Discussion/Action (PN)

NEW BUSINESS

10. Commission letter for Shepherdstown Fire Department and Friendship Fire Company in good standing with the County - Discussion/Action (JT)
11. Reappointment of expiring members to the HOME Consortium Council - Discussion/Action

FINANCIAL DIRECTOR REPORTS

- Approval of 2016 Internal Budget Revisions General Fund - Discussion/Action
- Approval of 2016 State Budget Revisions General Fund - Discussion/Action
- Review of Budget to Actual as of May 31, 2016

COUNTY ADMINISTRATOR REPORTS

COUNTY COMMISSION REPORTS

12. ADJOURN

CORRESPONDENCE/INFORMATION

Notice of Office Closure - Monday, June 20, 2016.

Impact Fee Status Report for May 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 & 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.

Letter from Peter Dougherty, Jefferson County Sheriff, re: police coverage for the Corporation of Bolivar.

Letter from H.S. Leigh Koonce, resident, re: inclusion of the Jefferson County Historic Landmarks as one of the receiving parties of a levy should the Commission vote for a levy on the ballot for the November 2016 General Election.

Letter from David Tabb, resident, regarding the 1863 rock.

E-mail from Manuell Alvarez, resident, regarding the 1863 rock.

E-mail from Ed Symons, resident, regarding the 1863 rock.

WV Lottery Weekly Settlement for Charles Town - week ending May 28, 2016.

WV Lottery Weekly Settlement for Charles Town - week ending June 4, 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.