

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, AUGUST 4, 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

- July 21, 2016 - Regular Meeting
- July 26, 2016 - Special Session

APPROVAL OF PURCHASE ORDERS

- August 4, 2016

APPROVAL OF ACCOUNTS PAYABLE/MANUAL CHECKS

- July 28, 2016
- August 4, 2016

APPROVAL OF PAYROLL

- July 28, 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. Charlene Gilliam, Potomac Edison, A FirstEnergy Co.
- Annual Update and Project Information

3. 10:15 a.m. Nikki Painter, Voter and Elections
 - Approval of eht extended Emergency Absentee Voting Policy & Election Update - Discussion/Action
4. 10:30 a.m. Michelle Gordon, Finance Director
 - Approval of transfer of \$500,000 to Capital Outlay Checking - Discussion/Action
5. 10:45 a.m. **BREAK**
6. 11:00 a.m. Jeffrey A. Polczynski, ENP - Director of Communications
 - Approval of Brook Hess to full-time status as a Public Safety Dispatcher - Discussion/Action
7. 11:15 a.m. Barbara Miller, Director of Jefferson County Homeland Security and Emergency Management
 - Approval of Contract with NIXLE/Everbridge - Discussion/Action
8. 11:30 a.m. Interview and Appointment to the Jefferson County Parks and Recreation Commission - one unexpired term ending June 30, 2018 - Discussion/Action
9. 11:45 a.m. Nathan Cochran, Assistant Prosecuting Attorney
 - Vision Internet Website Contract Renewal Discussion/Action - Possible Executive Session
 - Cable Franchise Agreement - Hire outside legal - Discussion/Action - Possible Executive Session
 - Discussion of space needs and potential lease/purchase of property for office space, including Briel Building and/or potential purchase of additional property - Discussion/Action - Possible Executive Session

NEW BUSINESS

10. Request to use County Commission Meeting room for the Dolley Madison Garden Club Christmas Market - November 18 & 19, 2016 - Discussion/Action
11. Letter of Support for natural gas distribution system in the Eastern Panhandle - Discussion/Action
12. Approval of Resolution and Project Amendment Scope/Activity Change Form for the Good Shepherd Interfaith Volunteer Caregivers Grant - 15LEDA0065 - Discussion/Action
13. State Fire Commission meeting August 19, 2016 - Personnel Attendance - Discussion/Action

COUNTY ADMINISTRATOR REPORTS

COUNTY COMMISSION REPORTS

14. ADJOURN

DEPARTMENTS, BOARDS, COMMISSIONS AND AGENCY WRITTEN REPORTS

- Quarterly Report for the Jefferson County Homeland Security and Emergency Management

CORRESPONDENCE/INFORMATION

Notice of Intent to Appoint to the Regional Airport Authority.

Signed Oath of Office for Commissioner Peter Onoszko.

Notice of Harpers Ferry Job Corps Open House.

Notice of Workshop/Public Hearing on the US 340 Improvement Project.

Notice of Kent Cartridge Expansion Ribbon Cutting.

Jefferson County Convention and Visitors Bureau 2015 Annual Report.

WV Lottery Weekly Settlement for Charles Town - week ending July 16, 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.