

**AGENDA**  
**JEFFERSON COUNTY COMMISSION**  
**THURSDAY, SEPTEMBER 29, 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**

- September 8, 2016 - Special Session
- September 13, 2016 - Special Session

**APPROVAL OF ACCOUNTS PAYABLE/MANUAL CHECKS**

- September 22, 2016
- September 29, 2016

**APPROVAL OF PAYROLL**

- September 22, 2016

**ANNOUNCEMENTS**

- Report if there are changes in the agenda if applicable

**PUBLIC COMMENT**

**PRESENTATIONS**

1. 9:45 a.m. Kenneth E. Tyree, Jr., State Fire Marshall, Carl E. Sizemore, II, Fire Commission Chairman, and Stephen R. Connolly, Esq., Deputy Attorney General - General Counsel to the State Fire Commission  
- Consideration of 911 dispatching dispute with Jefferson County fire departments - Discussion/Action
2. 10:15 a.m. Angie Banks, Assessor  
- Exonerations - Discussion/Action

3. 10:30 a.m. Mayor Peggy A. Smith, Charles Town and Mayor Keith D. Pierson, Ranson  
- Request to hold a work session on October 27, 2016 with the goal of seeking the County Commission Preliminary Support for the Asset Acquisition of the Jefferson County Public Service District by Charles Town and Ranson - Discussion/Action
4. 11:00 a.m. **BREAK**
5. 11:15 a.m. Roger Goodwin, Chief County Engineer  
- Complete Construction Bond Release for Shirley Estates Subdivision, Lots 1-14 & 15 - Residue (File #05-12) - Discussion/Action
6. 11:30 a.m. Becky Burns, Office Manager  
- Refund of building permit fees for Ryan Day - Discussion/Action
7. 11:40 a.m. Bill Polk, Maintenance Director  
- Approval of Employment - Custodial/Janitorial position - Discussion/Action
8. 11:50 a.m. Jeffrey Polczynski, Director of Communications  
- Approval of Employment - Full time and Part Time Public Safety Dispatchers - Discussion/Action
9. 12:00 p.m. Debra Young, Jefferson County Victim Assistance Program  
- Approval of hire for Crystal Gumble as Victim Advocate -Discussion/Action  
- Approval of Grant Resolution, Contract and documents for the Victims of Crime Act (VOCA) Grant (15-VA-092) in the amount of \$67,104.00 - Discussion/Action
10. 12:15 p.m. **Break for Lunch**

#### **NEW BUSINESS**

11. Acknowledgement of Assessor's Certificate of Compliance - Discussion/Action
12. Resolution in Support of the "Brunch Bill" referendum - Discussion/Action

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

13. 1:30 p.m. Michelle Gordon, Finance Director
  - Review of Capital Outlay Fund as of 8/31/16
  - Review Ambulance Fee Revenue and Expenditures FY14-FY16
  - Review of Cash as of June 30, 2016
  - Review Budget to Actual as of June 30, 2016
  
14. 2:00 p.m. Jennifer Brockman, Planning and Zoning
  - Final approval of the Campground Ordinance - Discussion/Action
  
15. 2:15 p.m. Nathan Cochran, Assistant Prosecuting Attorney
  - Discussion of Cable Franchise Agreement - potential executive session to receive legal advice regarding renewal of agreement - Discussion/Action
  - Draft agreement with the Jefferson County Board of Education re: Commemorative Rock - Discussion/Action

**COUNTY ADMINISTRATOR REPORTS**

- Set date and time for "Meet Your Commissioners" - Discussion/Action
- Chili Day - Wednesday, October 12, 2016

**COUNTY COMMISSION REPORTS**

16. **ADJOURN**

**CORRESPONDENCE/INFORMATION**

Memorandum from Ralph Lorenzetti, Prosecuting Attorney, re: New Office Building.

Letter from the WVPSC re: Disbursement of Wireless E-911 Subscriber Fees.

JCPSD Minutes - August 11, 2016 Regular Board Meeting.

Letter from the Jefferson County Historic Landmarks Commission re: designation of Bethesda United Methodist Church as a Jefferson County Historic Landmark.

Invitation to the Charles Washington Hall Ribbon Cutting.

WV Lottery Weekly Settlement for Charles Town - week ending September 3, 2016.

WV Lottery Weekly Settlement for Charles Town - week ending September 10, 2016.

WV Lottery Weekly Settlement for Charles Town - week ending September 17, 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.*