

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, JANUARY 5, 2017
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

1. 9:30 a.m. County Commission Organization
 - a. Selection of President
 - b. Selection of Vice President
 - c. Committee Assignments

APPROVAL OF MINUTES

- December 12, 2016 - Special Session
- December 15, 2016 - Regular Meeting
- December 21, 2016 - Special Session

APPROVAL OF PURCHASE ORDERS

- January 5, 2017

APPROVAL OF ACCOUNTS PAYABLE/MANUAL CHECKS

- December 22, 2016
- December 29, 2016
- January 5, 2017

APPROVAL OF PAYROLL

- December 15, 2016
- December 29, 2016

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

2. 10:00 a.m. Daniel P. Lutz, jr., Eastern Panhandle Conservation District
- Sinkhole remediation at the Burr Industrial Park - Discussion/Action
3. 10:15 a.m. Lynn Fields, Probate Office
- Confirm and accept Fiduciary Commissioner's Report - Estate of Clarence L. E. Best, Deceased - Discussion/Action
4. 10:30 a.m. Jennifer Brockman, County Planner and Alexandra Beaulieu, Zoning Administrator
- Follow up discussion regarding the changes requested by the County Commission on December 15, 2016 to the proposed Zoning Ordinance text amendment (ZTA16-01) and request to schedule a work session - Discussion/Action
5. 10:45 a.m. **BREAK**
6. 11:00 a.m. James B. Crawford, III - Crawford Law Group
- Decision on Public Hearing held on December 15, 2016 - Closure of Alley in Shepherdstown District on a Petition for Closing Unused Roads, Streets, and Travel Ways - Discussion/Action

NEW BUSINESS

7. Approval of the 2017 Board of Review and Equalization Notice - Discussion/Action

FINANCIAL DIRECTOR REPORTS

- Review of FY2017 Budget to Actual as of 11/30/2016
- Discuss availability for the FY18 budget schedule during the week of 2/13/17

COUNTY ADMINISTRATOR REPORTS

COUNTY COMMISSION REPORTS

8. **ADJOURN**

DEPARTMENTS, BOARDS, COMMISSIONS AND AGENCY WRITTEN REPORTS

- Jefferson County Homeland Security and Emergency Management Quarterly Report

CORRESPONDENCE/INFORMATION

Notice of Intent to Appoint to the Jefferson County Board of Zoning Appeals.

Notice of Intent to Appoint to the Jefferson County Water Advisory Committee.

Notice of Office Closure on Monday, January 16, 2017.

Minutes from the JCPSD November 7, 2016 Regular Meeting.

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

WV Lottery Weekly Settlement for Charles Town - week ending December 17, 2016.

