

AGENDA
FIRST QUARTERLY SESSION - JANUARY-MARCH 2017
JEFFERSON COUNTY COMMISSION
THURSDAY, JANUARY 19, 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

APPROVAL OF MINUTES

- January 5, 2017 - Regular Session

APPROVAL OF PURCHASE ORDERS

- January 19, 2017

APPROVAL OF ACCOUNTS PAYABLE/MANUAL CHECKS

- January 12, 2017
- January 19, 2017

APPROVAL OF PAYROLL

- January 12, 2017

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

1. 9:45 a.m. Matthew L. Harvey, Prosecuting Attorney
- Approval of new hire for Prosecutor's Office starting 1/23/17 -
Discussion/Action
2. 10:00 a.m. Eleanor Finn, League of Women Voters, Jefferson County
- Comments on budget process - Discussion/Action

3. 10:15 a.m. Martin Burke, Jefferson County Historic Landmarks Commission
- Presentation by outgoing AmeriCorps member Rob Aitcheson and introduction of Lauren Kelley
- Resolution supporting a boundary expansion of Antietam Nation Battlefield Park - Discussion/Action
4. 10:45 a.m. BREAK
5. 11:00 a.m. Lynn Fields, Probate Office
- Quarterly Review for Accounts and Waivers - Discussion/Action
6. 11:15 a.m. Interview and Appointments to the Jefferson County Board of Zoning Appeals
- Two 3-year terms ending January 1, 2020 and three alternate positions ending January 1, 2018; January 1, 2019; and January 1, 2020 - Discussion/Action
7. 11:30 p.m. Interviews and Appointments to the Jefferson County Water Advisory Committee - Three 3-year terms ending January 31, 2020 - Discussion/Action
8. 11:45 p.m. Russ Burgess, IT Specialist
- Approval of Bid Proposal for the multi-functional digital copier/printer/scanner/fax lease - Discussion/Action
9. 12:00 p.m. Roger Goodwin, Chief County Engineer
- Complete Construction Bond Release for Mission Tabernacle Church - Mission Tabernacle Church Addition - File #S13-06 - Discussion/Action
10. 12:15 p.m. Bill Polk, Maintenance Department
- 3rd Floor Judicial Remodel - Furniture Quote - Discussion/Action

NEW BUSINESS

11. Discussion of the County Commission Flags - Discussion/Action (PO)
12. Request letter of support for Augustine Avenue Trail Project and Grant Application - Discussion/Action
13. Selection of Commission Liaison to HOME Consortium Council - Discussion/Action

ASSISTANT PROSECUTING ATTORNEY UPDATES

- Update on Case No. 16-AA-2- Possible Executive Session - Discussion/Action
- Discussion of legal issues surrounding delinquent ambulance fees - Possible Executive Session - Discussion/Action

COUNTY ADMINISTRATOR REPORTS

COUNTY COMMISSION REPORTS

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

14. 1:30 p.m. Work Session - Board of Review and Equalization Tutorial

15. ADJOURN

DEPARTMENTS, BOARDS, COMMISSIONS AND AGENCY WRITTEN REPORTS

- Historic Landmarks Commission Quarterly Report
- Engineering Department Quarterly Report
- GIS Quarterly Report
- Planning and Zoning Quarterly Report

CORRESPONDENCE/INFORMATION

Notice of Public Hearing - HOME Investment Partnership Program

Notice of the Board and Review and Equalization hearing dates.

Notice of Intent to Appoint to the Jefferson County Development Authority Board.

Notice of Intent to Appoint to the Jefferson County Board of Health.

Letter from the Charles Town Utility Board regarding the County's participation in the lead tap monitoring program.

WV Lottery Weekly Settlement for Charles Town - week ending December 24, 2016.

WV Lottery Weekly Settlement for Charles Town - week ending December 31, 2016.

WV Lottery Weekly Settlement for Charles Town -week ending January 7, 2017.

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.