

AGENDA
JEFFERSON COUNTY COMMISSION
SECOND QUARTERLY SESSION - APRIL-JUNE 2017
THURSDAY, APRIL 20, 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

- April 6, 2017 Regular Meeting
- April 12, 2017 Special Session

APPROVAL OF ACCOUNTS PAYABLE

- April 13, 2017
- April 20, 2017

APPROVAL OF MANUAL CHECKS

- April 14, 2017
- April 21, 2017

APPROVAL OF PAYROLL

- April 6, 2017

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

1. 9:45 a.m. Angela Banks, Assessor
- Exonerations - Discussion/Action
2. 10:00 a.m. Peter Dougherty, Sheriff
- Grant Application Presentation - Discussion/Action
- New Hire - Discussion/Action
- Employee Transfer - Discussion/Action
- Reclassification - Discussion/Action
3. 10:15 a.m. Earl Cogle, Blue Ridge Mountain Volunteer Fire Dept.
- Request to waive all fees required by the Department of Engineering, Planning, and Zoning associated with the processing of the renovation and upgrades to existing structure for the purpose of installing a commercial kitchen and dining area - Discussion/Action
4. 10:30 a.m. Interviews and Appointments to the Jefferson County Development Authority Board of Directors - five 3-year terms ending April 5, 2020 - Discussion/Action
5. 10:45 a.m. **BREAK**
6. 11:00 a.m. Lynn Fields, Probate Office
- Quarterly Probate Review - Discussion/Action
7. 11:15 a.m. Commissioner Onoszko
- Harpers Ferry National Historical Park Deferred Maintenance Needs - Discussion/Action
8. 11:30 a.m. Roger Goodwin, Chief County Engineer
- Overview of Impact Fees Web Page Information - Discussion/Action
9. 11:45 a.m. Denise Pouget, Director, Jefferson County Emergency Services Agency
- Staffing Summary Presentation - Discussion/Action
10. 12:00 p.m. Jeffrey Polczynski, Director, Jefferson County Emergency Communications
- Appointment Request - Full-time Public Safety Dispatcher - Discussion/Action
11. 12:15 p.m. Nathan Cochran, Assistant Prosecuting Attorney
- Review/Update Ambulance Service Fee Ordinance - Discussion/Action
- Continuing discussion of PSD Dissolution and letter dated April 11, 2017, received from Counsel for PSD - Discussion/Action (JC)

NEW BUSINESS

12. Legislative Issues

FINANCIAL DIRECTOR REPORTS

- Approval of FY17 Budget Revisions - Discussion/Action

COUNTY ADMINISTRATOR REPORTS

- Renewal of DHHR Lease - Discussion/Action

COUNTY COMMISSION REPORTS

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

13. 1:30 p.m. County Clerk
Election demonstration

14. ADJOURN

DEPARTMENTS, BOARDS, COMMISSIONS AND AGENCY WRITTEN REPORTS

- Offices of Engineering, Building Permits & Inspections and Ordinance Compliance & Floodplain Management
- Offices of Planning and Zoning
- Office of GIS/Addressing
- Jefferson County Historic Landmarks Commission

CORRESPONDENCE/INFORMATION

Notice of Public Hearing on Thursday, May 4, 2017 at 7:00 p.m. regarding the proposed dissolution of the Jefferson County Public Service District.

Review of FY2017 Budget Actual as of 02/28/2017 presented at the April 6, 2017 Commission meeting.

Jefferson County Public Service District Minutes - March 24, 2017 Special Board Meeting.

Jefferson County Public Service District Minutes - March 6, 2017 Regular Board Meeting.

Letter from Mike and Diane Stoneberger, residents, re: City of Charles Town's Application for Annexation by Urban Growth Boundary Adjustment.

Letter from John Kuska, resident, regarding complaints toward the Sheriff's Animal Control department.

WV Lottery Weekly Settlement for Charles Town - week ending April 1, 2017.

WV Lottery Weekly Settlement for Charles Town - week ending April 8, 2017.