

Minutes

Jefferson County Commission

Thursday, May 4, 2017

A meeting of the Jefferson County Commission was held on Thursday, May 4, 2017 in the County Commission meeting room in the Old Charles Town Library located at 200 E. Washington Street, Charles Town, WV 25414. Present were Commissioners Josh Compton, Caleb Hudson, Patricia Noland, Peter Onoszko and Jane Tabb. Also present were Stephanie Grove, County Administrator, Jessica Carroll, Executive Administrative Assistant and Jim Eddy, Bailiff. (An audio tape of the Thursday, May 4, 2017 meeting is available through the Jefferson County Commission Office.)

PLEDGE OF ALLEGIANCE

Commissioner Noland led the Pledge of Allegiance.

APPROVAL OF MINUTES

Motion by Ms. Noland to approve the April 18, 2017 Special Session Minutes as presented. Motion seconded and unanimously approved.

Motion by Ms. Tabb to approve the April 20, 2017 Regular Meeting Minutes as presented. Motion seconded and unanimously approved.

APPROVAL OF PURCHASE ORDERS

Motion by Ms. Noland to approve the Purchase Orders for May 4, 2017 to include Purchase Order No. 48574 in the amount of \$7,089.00. Motion seconded and unanimously approved.

APPROVAL OF ACCOUNTS PAYABLE

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
078245	712	AT&T/GA		\$ -	\$ 60.60	\$ 60.60

078246	402	APPLE VALLEY OFF.PRODUCT		\$ -	\$ 124.56	\$ 124.56
078247	424	BOLAND SERVICES		\$ -	\$ 270.00	\$ 270.00
078247	425	BOLAND SERVICES		\$ -	\$ 136.00	\$ 136.00
078247	425	BOLAND SERVICES		\$ -	\$ 1,003.00	\$ 1,003.00
078247	425	BOLAND SERVICES		\$ -	\$ 166.00	\$ 166.00
078247	425	BOLAND SERVICES		\$ -	\$ 125.00	\$ 125.00
078248	PAYROLL	ELIZABETH JUNE BOWERS		\$ -	\$ 1,977.30	\$ 1,977.30
078249	425	DOUBLE RADIUS		\$ -	\$ 93.25	\$ 93.25
078250	700	FEDEX		\$ -	\$ 72.37	\$ 72.37
078251	717	GUTTMAN OIL CO		\$ -	\$ 3,100.56	\$ 3,100.56
078251	717	GUTTMAN OIL CO		\$ -	\$ 3,106.61	\$ 3,106.61
078251	717	GUTTMAN OIL CO		\$ -	\$ 3,251.64	\$ 3,251.64
078251	717	GUTTMAN OIL CO		\$ -	\$ 3,050.82	\$ 3,050.82
078252	403	JEFFERSON CENTER		\$ -	\$ 100.00	\$ 100.00
078253	401	SPIRIT OF JEFFERSON		\$ -	\$ 40.30	\$ 40.30
078253	401	SPIRIT OF JEFFERSON		\$ -	\$ 40.30	\$ 40.30
078253	401	SPIRIT OF JEFFERSON		\$ -	\$ 66.54	\$ 66.54
078253	401	SPIRIT OF JEFFERSON		\$ -	\$ 33.74	\$ 33.74
078253	402	SPIRIT OF JEFFERSON		\$ -	\$ 204.30	\$ 204.30
078254	712	ROBERT E. JONES III		\$ -	\$ 1,000.00	\$ 1,000.00
078255	425	LTBP DRYWALL		\$ -	\$ 200.00	\$ 200.00
078256	425	MILLER'S SUPPLIES AT WOR		\$ -	\$ 134.95	\$ 134.95
078256	425	MILLER'S SUPPLIES AT WOR		\$ -	\$ 653.00	\$ 653.00
078257	428	OFFICEMAX		\$ -	\$ 275.48	\$ 275.48
078257	428	OFFICEMAX		\$ -	\$ 1,284.67	\$ 1,284.67
078258	425	RCS SECURITY		\$ -	\$ 282.00	\$ 282.00
078259	712	SPILLMAN TECHNOLOGIES IN		\$ -	\$ 900.00	\$ 900.00
078260	PAYROLL	DUSTIN TABLER		\$ -	\$ 626.71	\$ 626.71
TOTAL					\$ 22,379.70	\$ 22,379.70

Motion by Ms. Noland to approve the Accounts Payable for April 27, 2017 in the amount of \$22,379.70. Motion seconded and unanimously approved.

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
078263	PAYROLL	BOOTH AND MCCARTHY		\$ -	\$ 231.00	\$ 231.00
078264	PAYROLL	BUREAU F/CHILD SUPPORT		\$ -	\$ 49.85	\$ 49.85
078265	PAYROLL	BUREAU F/CHILD SPprt ENF		\$ -	\$ 212.31	\$ 212.31
078266	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 461.54	\$ 461.54

078267	PAYROLL	BUREAU OF CHILD SUPPORT		\$ -	\$ 119.54	\$ 119.54
078268	406	CASTO & HARRIS INC		\$ -	\$ 1,223.93	\$ 1,223.93
078268	413	CASTO & HARRIS INC		\$ -	\$ 116.30	\$ 116.30
078269	425	CITY OF CHARLES TOWN		\$ -	\$ 40.00	\$ 40.00
078270	425	OLD CHARLES TOWN LIBRARY		\$ -	\$ 1,500.00	\$ 1,500.00
078271	402	CLERK OF CO. COMSSION		\$ -	\$ 29.50	\$ 29.50
078272	700	TIM CARROLL		\$ -	\$ 9.94	\$ 9.94
078273	PAYROLL	DELTA DENTAL OF WV		\$ -	\$ 6,197.49	\$ 6,197.49
078274	403	ENVELOPE SUPERSTORE		\$ -	\$ 811.85	\$ 811.85
078275	712	CHRISTOPHER ENGLE		\$ -	\$ 81.00	\$ 81.00
078276	PAYROLL	JOSEPH FORMAN		\$ -	\$ 353.86	\$ 353.86
078277	700	JOSEPH FORMAN		\$ -	\$ 9.53	\$ 9.53
078278	425	OX PAPERBOARD CO		\$ -	\$ 35.00	\$ 35.00
078279	PAYROLL	THE HARTFORD		\$ -	\$ 2,305.05	\$ 2,305.05
078279	PAYROLL	THE HARTFORD		\$ -	\$ 4,205.20	\$ 4,205.20
078280	425	JEFFERSON COUNTY SOLID		\$ -	\$ 7.90	\$ 7.90
078281	425	JEFFERSON RENTAL		\$ -	\$ 16.29	\$ 16.29
078282	PAYROLL	JEFFERSON SECURITY BANK		\$ -	\$ 5,485.00	\$ 5,485.00
078283	PAYROLL	HIGHMARK WV		\$ -	\$ 168,594.72	\$ 168,594.72
078284	PAYROLL	HELEN M. MORRIS, TRUSTEE		\$ -	\$ 415.00	\$ 415.00
078285	PAYROLL	MILLENIUUM INSURANCE GROU		\$ -	\$ 750.00	\$ 750.00
078286	PAYROLL	NATIONWIDE RETIREMENT		\$ -	\$ 749.00	\$ 749.00
078287	PAYROLL	NATIONAL VISION ADMIN.		\$ -	\$ 1,731.54	\$ 1,731.54
078288	425	GENE POPKINS		\$ -	\$ 1,252.28	\$ 1,252.28
078289	PAYROLL	RETIREE HLTH BENEFIT TRS		\$ -	\$ 6,126.00	\$ 6,126.00
078290	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 10,060.82	\$ 10,060.82
078290	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 43,019.20	\$ 43,019.20
078290	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 39,407.62	\$ 39,407.62
078291	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 114.75	\$ 114.75
078292	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 315.00	\$ 315.00
078292	PAYROLL	SHERIFF OF JEFFERSON CO		\$ -	\$ 3,125.00	\$ 3,125.00
078293	PAYROLL	DUSTIN TABLER		\$ -	\$ 1,084.19	\$ 1,084.19
078294	700	LARRY THOMPSON		\$ -	\$ 5.55	\$ 5.55
078295	401	US POSTAL SERVICE		\$ -	\$ 20,000.00	\$ 20,000.00
078296	405	THOMSON REUTER - WEST		\$ -	\$ 423.00	\$ 423.00
078296	405	THOMSON REUTER - WEST		\$ -	\$ 1,255.50	\$ 1,255.50
078297	PAYROLL	BENJAMIN S. WILLIAMS		\$ -	\$ 66.05	\$ 66.05
078298	700	WILLIAM WALTERS		\$ -	\$ 8.25	\$ 8.25
078299	402	W.B. MASON CO. INC		\$ -	\$ 10.58	\$ 10.58
078299	404	W.B. MASON CO. INC		\$ -	\$ 187.04	\$ 187.04

078300	712	ERIKA WILKINS		\$ -	\$ 81.00	\$ 81.00
078301	402	XEROX CORPORATION		\$ -	\$ 343.94	\$ 343.94
078301	402	XEROX CORPORATION		\$ -	\$ 582.79	\$ 582.79
078301	402	XEROX CORPORATION		\$ -	\$ 332.24	\$ 332.24
078301	440	XEROX CORPORATION		\$ -	\$ 551.15	\$ 551.15
TOTAL					\$ 324,094.29	\$ 324,094.29

Motion by Ms. Noland to approve the Accounts Payable for May 4, 2017 in the amount of \$324,094.29. Motion seconded and unanimously approved.

APPROVAL OF PAYROLL

Motion by Ms. Noland to approve the Payroll for April 20, 2017 in the amount of \$241,515.54

PUBLIC COMMENT:

David Tabb, resident – notified the Commission of his mother’s death and stated that his mother was his inspiration for fighting for what’s “right” and what is “needed.”

PRESENTATIONS

1. Debbie Viands, CEOS Council President – requested the approval of a proclamation for CEOS Week, May 21 – May 27, 2017.
 - **Motion by Ms. Tabb to approve the Proclamation to declare the week of May 21 – May 27, 2017 as West Virginia Community Education Outreach Service Week. Motion seconded and unanimously approved.**
2. Janet Young Spry, US Census Bureau – requested a discussion with the Commission to provide an overview of the 2020 Census Local Update of Census Addresses Operation (LUCA) – this item was postponed due to a last-minute emergency.

3. Interviews and Appointments to the Jefferson County Public Service District – one unexpired term ending December 1, 2021
 - **Motion by Mr. Compton to appoint Roger Forshee to the Jefferson County Public Service District for one unexpired term ending December 1, 2021. Motion seconded and passes on a vote of 4-1 with Ms. Noland opposing.**

4. The Commission recessed for break at 10:30 am.
The Commission reconvened at 10:45 am.

5. Michelle Gordon, Finance Director
 - Review of 2017 Budget to Actual as of 03/31/2017
 - Review of Highmark Medical Insurance and Renewal Options and Selection of Plan for FY2018
 - **Motion by Mr. Onoszko to approve the Highmark Medical Insurance Renewal Option #1 for 2018. Motion seconded and unanimously approved.**
 - Review of Delta Dental Renewal for FY2018
 - Review of Life Insurance Renewal for FY2018
 - Review of Vision Plan for FY2018
 - Motion by Ms. Tabb to renew the Delta Dental and Hartford Life Insurance for 2018.

6. Nathan Cochran, Assistant Prosecuting Attorney
 - Discuss legal and procedural issues regarding notice of personnel claim – Possible Executive Session.
 - **Motion by Ms. Noland to enter into Executive Session to discuss Personnel Matters. Motion seconded and unanimously approved.**
 - **Motion by Mr. Compton to come out of Executive Session. Motion seconded and unanimously approved.**
 - **Motion by Ms. Tabb to authorize Mr. Cochran move forward in resolving the issue with the City of Charles Town and the Charles Town Women’s Center. Motion seconded and unanimously approved.**

7. William Rohrbaugh, Attorney – discussion of issues related to the Jefferson County Public Service District assets and dissolution and selection of County Commission representative for working group regarding sewer consolidation.
 - **Motion by Mr. Compton to enter into Executive Session to receive legal counsel. Motion seconded and unanimously approved.**
 - **Motion by Mr. Onoszko to come out of Executive Session. Motion seconded and unanimously approved.**
 - Commissioner Compton nominated Commissioner Onoszko as the County Commission representative for the sewer consolidation working group while Commissioner Noland nominated Commissioner Compton. Commissioner Onoszko received one vote (Mr. Compton) while Mr. Compton received three votes (Ms. Noland, Mr. Onoszko, Mr. Hudon – Ms. Tabb was absent for this vote), therefore, Commissioner Compton was appointed to the sewer consolidation working group.

NEW BUSINESS

8. Legislative Issues
 - The Commission spoke about Senate Joint Resolution 8, which would eliminate personal property tax but would dramatically increase real estate taxes. The Commission spoke to Angela Banks, Assessor, about the impact the Resolution would potentially have on the citizens of the state. It was the consensus of the Commission to write a letter to the legislators stating they were against SJR8.
9. Approval of the Memorandum of Understanding between the Supreme Court of Appeals and the Jefferson County Commission relating to the Family Court rent and Circuit Courtroom upgrades.
 - **Motion by Mr. Onoszko to approve the MOU between the Supreme Court of Appeals and the Jefferson County Commission relating to the Family Court rent and Circuit Courtroom upgrades. Motion seconded and unanimously approved.**
10. Request for waiver of late fee – Ambulance Fee Bill – Robin Gallagher

- **Motion by Ms. Tabb to pay Ms. Gallagher’s late fee of \$30, split five ways by all Commissioners. Motion seconded and unanimously approved.**

11. Discuss and explain the Levy Rate Process

COUNTY ADMINISTRATOR REPORTS

- Update on Special Election – Ms. Grove notified the Commission the State would be paying for the upcoming Special Election.
- Text Message Alerts – Ms. Grove informed the Commission about a text message alerts system that Commission staff would begin using to inform the public of various items of interest, including public hearings and notices of appointment to boards and committees.

12. The Commission recessed for break at 12:30 pm.
The Commission reconvened at 7:00 pm.

13. Public Hearing – The Jefferson County Commission shall hold a hearing and take evidence on the proposed dissolution of the Jefferson County Public Service District. The proposed dissolution is contingent upon a plan for the acquisition of the District’s assets and customers being presented to the County Commission by the Charles Town City Council and/or its Utility Board, for ratification by the County Commission, and subject to the consent and approval of the Public Service Commission of West Virginia.

Commissioners Onoszko opened the Public Hearing at 7:02 pm. Public comments were made by the following:

Jacquelyn Milliron, resident – spoke in favor of the dissolution of the JCPSD.

Todd Milliron, resident – also spoke in favor of the dissolution of the JCPSD.

Russ Patrick, resident – stated the JCPSD is the “middleman” of the local utilities and should be taken out of the equation.

Matt Parker, resident – stated he supported the dissolution of the JCPSD because the “slate needed to be wiped clean” to “remove opportunities for corruption.”

Angelita White, resident – also supports dissolution of the JCPSD, stating she believes the Charles Town Utility Board should take over.

Neal Nilsen, resident – stated he was not in favor of dissolution but of consolidation of all local utilities.

Elaina Maze, resident – spoke in favor of the dissolution of the JCPSD.

Nicole Mello, resident – spoke in favor of the dissolution of the JCPSD, stating her rates were currently more expensive than the rates she previously paid while living in New Jersey.

Dan Harris, resident – stated he supports the dissolution of the JSPD.

Nancy McBride, resident – stated she was not in favor of the dissolution of the JCPSD because there was no plan in place for County residents if the JCPSD were to be dissolved.

Dan Vickerton, West Virginia American Water Company – stated the County should consider public/private partnerships in terms of water and sewer utilities.

Rebecca Sullivan, resident – spoke in favor of the dissolution of the JCPSD and stated she would like to be kept up to date on the happenings of this subject.

Susan Destephanis, resident – also spoke in favor of the dissolution of the JCPSD.

Joyce & Ron Anderson, residents – spoke in support of the dissolution of the JCPSD, stating the rates were the highest they've paid in the course of their lives.

Roger Forshee, resident – stated he was the newly appointed board member for the JCPSD and hoped he could help bring relief to the ratepayers of the JCPSD.

Heidi Parker, resident – spoke in support of the dissolution of the JCPSD.

Todd Cole, resident – also spoke in favor of the dissolution of the JCPSD.

Debbie Johnson, resident – stated she supported the dissolution of the JCPSD.

Andrew Johnson, resident – spoke in support of the dissolution of the JCPSD and also praised the late Peter Appignani for working to support the ratepayers during his time on the JCPSD board.

Jennie Thacker, resident – stated she was not in support of the dissolution of the JCPSD because she was worried about those in the rural areas who may not have adequate utility service.

Jack Hefestay, resident – spoke in support of the dissolution of the JCPSD.

Marchelle Pitcher, resident – presented a petition she had circulated support the dissolution of the JCPSD.

Sara Smith, resident – spoke in support of the dissolution of the JCPSD.

Leonard Bradley, resident – spoke in support of the dissolution of the JCPSD.

Marilyn Richfort, resident – also spoke in support of the dissolution of the JCPSD.

There being no additional comments, Commissioner Onoszko closed the floor for public comments but noted the record would be kept open for until the City of Charles Town and/or the Charles Town Utility Board made a presentation to the County Commission regarding their plan for taking control of the assets of the Jefferson County Public Service District.

There being no further business, motion by Ms. Noland to adjourn at 8:07pm. Motion seconded and unanimously approved.

PETER ONOSZKO, PRESIDENT

Respectfully submitted
Jessica D. Carroll
Administrative Assistant