

AGENDA
JEFFERSON COUNTY COMMISSION
SECOND QUARTERLY SESSION - APRIL-JUNE 2017
THURSDAY, JUNE 15, 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

- June 1, 2017 - Regular Session

APPROVAL OF ACCOUNTS PAYABLE

- June 8, 2017
- June 15, 2017

APPROVAL OF MANUAL CHECKS

- June 8, 2017
- June 15, 2017

APPROVAL OF PAYROLL

- June 1, 2017

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

1. 9:45 a.m. Laura Storm, Circuit Clerk
Approval of Employment - Samantha Combs - Deputy Clerk -
Discussion/Action

2. 10:00 a.m. Daniel P. Lutz, Jr., WV Conservation Agency, Mountain Party of WV
- Request Commission to move WV Department of Environmental Protection to hold a public hearing on injection well proposal at Bardane Park and the meeting to be held in Jefferson County in the evening for maximum participation - Discussion/Action
3. 10:15 a.m. John Maxey, Blue Ridge Watershed Coalition
- Discuss information regarding the storm water issue on the mountain above the intersection of Route 340 and Chestnut Hill Road - Discussion/Action
4. 10:30 a.m. Interviews and appointments to the Jefferson County Parks and Recreation Commission - Three 3 year terms ending June 30, 2017 - Discussion/Action
5. 10:45 a.m. BREAK
6. 11:00 a.m. Lynn Fields, Probate Office
- Approve and close the estates of Peter G. Saunders, deceased and Hazel Hendricks, deceased, Probate in Solemn Form the Last Will and Testament of Donald Jackson, deceased - Discussion/Action
7. 11:15 a.m. Interviews and appointments to the Summit Point Library Committee - One 5 year term ending June 30, 2022 - Discussion/Action
8. 11:30 a.m. Jeffrey Polczynski, Director of Communications
- Approval of Employment - Elizabeth "Lisa" Dutko - Administrative Assistant - Discussion/Action
- Approval of Wage step modification of the Deputy Director of Communications - Discussion/Action
9. 11:45 a.m. Roger Goodwin, Chief County Engineer
- Approval to call any Letter of Credits that are due that have not been renewed by the close of business on Friday, July 7, 2017 - Discussion/Action
- Complete Construction Bond Release for Uvilla United Methodist Church - Uvilla United Methodist Church Addition (File #S15-01) - Discussion/Action
- Complete Construction Bond Release for Decker Holdings, LLC - Apple Valley Waste Expansion (File #S16-02) - Discussion/Action
- Tolling Bonds for Breckenridge Phase 1, Lots 23-45 and Phase 1, Lots 1-9 - Files: 07-31 and 12-01 - Discussion/Action
10. 12:15 p.m. Break for Lunch

UNFINISHED BUSINESS

- 11. Discuss qualifications of Public Service District Board appointees - Discussion/Action (JC)**

NEW BUSINESS

- 12. Discuss appointing a County Commission Liaison to the Fire Chief's Committee - Discussion/Action (JC)**
- 13. Discuss filing a PSD Dissolution Case before the PSC - Discussion/Action (JC)**

FINANCIAL DIRECTOR REPORTS

- Review and Approval of FY2017 State Budget Revision 9 for the General fund - Discussion/Action**
- Review and Approval of FY2017 Internal Budget Revision 5 for the General Fund - Discussion/Action**

COUNTY ADMINISTRATOR REPORTS

- Update on EEOC Complaint - Possible Executive Session - Discussion/Action**
- Update on policies and diversity/sensitivity training**
- Discuss possible transfer tax increase - Discussion/Action**
- Discuss establishment of wage and benefits review board pursuant to WV §7-1-3dd - Discussion/Action**

COUNTY COMMISSION REPORTS

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

- 14. 1:30 p.m. Nathan Cochran, Assistant Prosecuting Attorney**
 - Discussion of PSD Dissolution & Pending Appeal of the PSC decision - Possible Executive Session - Discussion/Action**
 - Discussion of collection of late ambulance fees - Possible Executive Session - Discussion/Action**
 - Discuss issues related to the County cable franchise agreement - Possible Executive Session - Discussion/Action**

15. 2:30 p.m. Work Session - Discuss Charles Town's Proposal for PSD Asset Acquisition - Discussion/Action
16. 3:00 p.m. Discuss PSD financial management - Discussion/Action
Review of quotes received for PSD independent audit - Discussion/Action
17. ADJOURN

CORRESPONDENCE/INFORMATION

Notice of Public Hearing on June 29, 2017 at 7:15 p.m. regarding a Zoning Map Amendment for property designated as Tax District Harpers Ferry, Map 9, Parcel 58.1 - Harpers Ferry Holdings, LLC.

Reminder: Jefferson County Offices will be closed on Tuesday, June 20, 2017 in observance of West Virginia Day.

Saturday, July 1, 2017 - Fireworks Traffic Flow.

Correspondence received from the Jefferson County Public Service District regarding the District's board member Bill Strider.

Memorandum from the Jefferson County Department of Engineering - Office of Impact Fees re: Impact Fee Status Report - May, 2017.

WV Lottery Weekly Settlement for Charles Town - week ending May 27, 2017.

WV Lottery Weekly Settlement for Charles Town - week ending June 3, 2017.