

**AGENDA**  
**JEFFERSON COUNTY COMMISSION**  
**THIRD QUARTERLY SESSION - JULY - SEPTEMBER 2017**  
**THURSDAY, AUGUST 31, 2017**  
**7:00 P.M.**

County Commission Meeting Room  
located at the Old Charles Town Library  
200 E. Washington Street, Charles Town, WV

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**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES**

- August 17, 2017

**APPROVAL OF PURCHASE ORDERS**

- August 31, 2017

**APPROVAL OF ACCOUNTS PAYABLE**

- August 24, 2017
- August 31, 2017

**APPROVAL OF MANUAL CHECKS**

- August 24, 2017
- August 31, 2017

**APPROVAL OF PAYROLL**

- August 24, 2017

**ANNOUNCEMENTS**

- Report if there are changes in the agenda if applicable

**PUBLIC COMMENT**

**PRESENTATIONS**

1. 7:15 p.m. Angie Banks, Assessor

## Exonerations - Discussion/Action

2. 7:25 p.m. Peter Dougherty, Sheriff  
- Approval of New Hire - Discussion/Action
3. 7:30 p.m. Barbara Miller, Director, Jefferson County Homeland Security and  
Emergency Management  
- Approval of the 2017 Emergency Operations Plan - Discussion/Action  
- Resident Participation in JCHSEM's 2017 Preparedness Survey -  
Discussion/Action  
- Presentation of Emergency Manager Certifications for Barbara Miller,  
Steve Allen and Brandon Vallee - Discussion/Action
4. 7:45 p.m. Interviews and Appointments to the Jefferson County Board of Health -  
One three-year term ending June 30, 2020 - Discussion/Action
5. 7:50 p.m. Interviews and Appointments to the Jefferson County Community  
Criminal Justice Board - Three three-year terms ending July 3, 2020 -  
Discussion/Action
6. 8:00 p.m. **BREAK**
7. 8:15 p.m. Interviews and Appointments to the Harpers Ferry-Bolivar Public Library  
Board - one unexpired term ending June 30, 2019 - Discussion/Action
8. 8:25 p.m. Interviews and Appointments to the Local Infrastructure Planning Team  
for the WV Division of Highways Rt. 340 Improvements Project -  
Discussion/Action
9. 8:30 p.m. Nathan Cochran, Assistant Prosecuting Attorney  
- Discussion of PSD Dissolution Appeal for the PSC decision, acquisition of  
PSD assets, and related issues - Discussion/Action - Possible Executive  
Session  
- Discussion of proposed Fireworks Ordinance - Discussion/Action -  
Possible Executive Session

## UNFINISHED BUSINESS

10. Review and approval of window renovation project for the Courthouse, Jail Annex, and the  
Hunter House - Discussion/Action

## **NEW BUSINESS**

11. Ratification of the approval of the WV Community Corrections Grant - Discussion/Action
12. Re-Appointment - Brandon Potts - Full-time Public Safety Dispatcher - Discussion/Action
13. Approval of the State Audit Engagement Letter - Discussion/Action

## **COUNTY ADMINISTRATOR REPORTS**

- Update on Ethics Training - Discussion/Action
- Legislative Update - Regional Jails - Discussion/Action

## **COUNTY COMMISSION REPORTS**

14. **ADJOURN**

## **DEPARTMENTS, BOARDS, COMMISSIONS AND AGENCY WRITTEN REPORTS**

### **CORRESPONDENCE/INFORMATION**

Notice of Office Closure for Labor Day - Monday, September 4<sup>th</sup>, 2017.

Notice of Intent to Appoint - Jefferson County Parks and Recreation Commission.

Notice of Intent to Appoint - Sheriff's Civil Service Commission.

Letter from Mayor Auxer of the Corporation of Shepherdstown thanking the Commission for considering their input regarding Shepherdstown's Special Design Area along the Rt. 45 corridor.

JCPSD Regular Board Meeting Minutes from July 3, 2017.

WV Lottery Weekly Settlement for Charles Town - week ending August 12, 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.*