

AGENDA
JEFFERSON COUNTY COMMISSION
FIRST QUARTERLY SESSION - JANUARY-MARCH 2018
THURSDAY, FEBRUARY 1, 2018
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 18, 2018

APPROVAL OF PURCHASE ORDERS

- February 1, 2018

APPROVAL OF ACCOUNTS PAYABLE

- January 25, 2018
- February 1, 2018

APPROVAL OF MANUAL CHECKS

- January 26, 2018
- February 2, 2018

APPROVAL OF PAYROLL

- January 25, 2018

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

1. 9:45 a.m. Pete Dougherty, Sheriff
 - Review and sign Cooperative Law Enforcement Agreement with Harpers Ferry Job Corps - Discussion/Action
 - Approval of full-time and part-time bailiffs - Discussion/Action
2. 10:00 a.m. Summit Point Ventures LLC/Chad Wallen of Gordon
 - Request to accept zoning map amendment, refer to Planning Commission for review of Comprehensive Plan consistency, and schedule a public hearing before the County Commission - Discussion/Action
3. 10:15 a.m. Eric and Linda Pritchard
 - Endorsement of Senate Bill 242 - Require health insurance providers to provide coverage for long-term antibiotic therapy patients with Lyme Disease - Discussion/Action
4. 10:30 a.m.
 - Interviews/Appointments to the Eastern Panhandle Transit Authority Board - One 3-year term ending January 31, 2021 - Discussion/Action
 - Interviews/Appointments to the North Regional EMS, Inc. Board - One unexpired term ending October 31, 2019 - Discussion/Action
 - Interviews/Appointments to the Jefferson County Emergency Services Agency Board - One unexpired term for Citizen Representative, ending June 30, 2019 - Discussion/Action
5. 10:45 a.m. **BREAK**
6. 11:00 a.m. Roger Goodwin, Engineering, Planning & Zoning
 - Partial Bond release for Arcland Property Company, LLC - Waffle House (File #S17-02) - Discussion/Action
7. 11:15 a.m. Stephen S. Allen, Director - Jefferson County Homeland Security and Emergency Management
 - Request approval on recommendation of successful bidder for Jefferson County Multi-Jurisdictional All Hazards Mitigation Plan Update - Discussion/Action
8. 11:30 a.m. Bill Polk, Maintenance Department
 - Approval of Employment - Custodial/Janitorial position - Discussion/Action
 - Approval of Judicial Elevator Upgrade proposal from Kone Elevators - Discussion/Action

9. 11:45 a.m. Nathan Cochran, Assistant Prosecuting Attorney
- Discussion of PSD Dissolution, Appeal/Intervention of the PSC decision, acquisition of PSD assets, and related issues - Discussion/Action - Possible Executive Session
- Discussion of Jefferson County Civil Action #17-C-282 - Discussion/Action - Possible Executive Session
- Report regarding ambulance fee donations - Discussion/Action
- Security issues for Hunter House - Discussion/Action - Possible Executive Session
- FLSA issues regarding ESA Employees - Discussion/Action - Possible Executive Session
- Renewal of Comcast franchise agreement and related issues - Discussion/Action - Possible Executive Session

UNFINISHED BUSINESS

10. 911 Center Outage - Discussion/Action - Possible Executive Session
11. Discuss County Courthouse conditions and issues that need to be addressed - Discussion/Action - Possible Executive Session

NEW BUSINESS

12. Legislative Issues
13. Decision - Proposed text amendments to the Jefferson County Subdivision and Land Development Regulations, File #STA16-01 - Public Hearing held January 18, 2018 - Discussion/Action

COUNTY ADMINISTRATOR REPORTS

COUNTY COMMISSION REPORTS

14. 12:15 p.m. **BREAK FOR LUNCH**

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

15. 1:30 p.m. Board of Review and Equalization
Location: Jefferson County Courthouse
100 East Washington Street, Charles Town, WV
16. **ADJOURN**

CORRESPONDENCE/INFORMATION

Jefferson County Commission offices will be closed on Monday February 19th, 2018 in observance of Presidents' day.

Notice of Budget Forum - February 6, 2018.

Notice of Budget Work Sessions.

Notice of Public Hearing - Proposed text amendment to the Jefferson County Zoning and Land Development Ordinance - File #ZTA16-02 - February 15, 2018 @ 1:30 p.m.

Notice of Public Hearing - proposed text amendment to the Jefferson County Zoning and Land Development Ordinance - File #ZTA17-03 - February 15, 2018 @ 2:30 p.m.

Board of Review and Equalization - Notice.

WV Lottery Weekly Settlement for Charles Town - week ending January 6, 2018.

WV Lottery Weekly Settlement for Charles Town - week ending January 13, 2018.

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.