

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

- February 12, 2018 - Budget Presentations
- February 13, 2018 - BORE
- February 15, 2018 - Regular Meeting
- February 16, 2018 - Budget Presentations
- February 16, 2018 - BORE

APPROVAL OF PURCHASE ORDERS

- March 1, 2018

APPROVAL OF ACCOUNTS PAYABLE

- February 22, 2018
- March 1, 2018

APPROVAL OF MANUAL CHECKS

- February 23, 2018
- March 2, 2018

APPROVAL OF PAYROLL

- February 22, 2018

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

1. 9:45 a.m. Jackie Shadle, County Clerk
- Employment approval for Assistant Voter and Elections Clerk - Discussion/Action
2. 10:00 a.m. Nikki Painter, Elections
- Poll Workers and Alternates approval - Discussion/Action
3. 10:15 a.m. Pete Dougherty, Sheriff
- Approve to hire Kevin Breeden, David Bowers, John Paul Jones, and Thomas Jones as part-time bailiffs - Discussion/Action
- Approve the admission of Jessica Rollin, Ramses Coly, and Victor Jones to the Reserve Academy and the subsequent appointment as Jefferson County Sheriff Reserves upon their successful completion - Discussion/Action
4. 10:30 a.m. Ronda Eddy, Director - Jefferson Day Report Center
- Approval FY19 Community Corrections Grant Application - Discussion/Action
5. 10:45 a.m. BREAK
6. 11:00 a.m. Public Hearing - FY2018 HOME (HOME Investment Partnership Program) - Approval of 2018 HOME Resolution - Discussion/Action
7. 11:15 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
- FLSA issues regarding ESA Employees - Discussion/Action - Possible Executive Session
- Discussion of Jefferson County Civil Action #18-C-25 - Discussion/Action - Possible Executive Session
- Discussion of Jefferson County Court Administrative Order #18-AD-7 - Discussion/Action - Possible Executive Session
- Discussion of WV Supreme Court Docket #17-0095 - Discussion/Action - Possible Executive Session
- Discussion of Jefferson County Civil Action #17-C-63 - Discussion/Action - Possible Executive Session
- Discussion of WV Supreme Court Docket #17-P-110 - Discussion/Action - Possible Executive Session
- Discussion of Security Issues for the Hunter House - Discussion/Action - Possible Executive Session
- Discussion of EEOC Claim #533-2017-0076 - Discussion/Action - Possible Executive Session

UNFINISHED BUSINESS

8. Determination of Jefferson County PSD service area - Discussion/Action (JC)

NEW BUSINESS

9. Legislative Issues
10. Decision - Proposed amendments to the Jefferson County Zoning and Land Development Ordinance (File #ZTA17-03) which proposes revisions to Section 5.7D Maximum Number of Lots Allowed (in Rural Zoning District) - Public Hearing was held on February 15, 2018 - Discussion/Action
11. Decision - Proposed amendments to the Jefferson County Zoning and Land Development Ordinance (File #ZTA16-02) which includes proposed revisions and additions to multiple sections including Section 2.2, Terms Defined; Section 3.4 Boards and Commissions; Section 4.6, Distance Requirements; Section 4.14 Historic Preservation; Section 5.10 Village (V) District; Section 10.4 Signs Requiring a Zoning Permit; and Appendix C: Principal Permitted and Conditional Uses Table - Public Hearing was held on February 15, 2018 - Discussion/Action
12. Ratify decision made on February 15, 2018 to endorse the Panhandle Crush for the purpose of applying for a permit for the retail sale and consumption of wine and/or beer at their festival - Discussion/Action
13. Request for the late fees for fiscal year 2014-2015 be removed for Paul Spicer - Discussion/Action

COUNTY ADMINISTRATOR REPORTS

- Request employee salary adjustment and reclassify - Discussion/Action
- IT Proposal - Discussion/Action - Possible Executive Session

COUNTY COMMISSION REPORTS

14. 11:45 a.m. Break for Lunch

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

15. 1:30 p.m. Budget Deliberation

**CORRESPONDENCE/INFORMATION**

**Notice of Jefferson County Commission meeting schedule change.**

**Notice of Public Hearing on March 15, 2018 at 7:00 p.m.**

**WV Lottery Weekly Settlement for Charles Town - week ending February 3, 2018.**

**WV Lottery Weekly Settlement for Charles Town - week ending February 17, 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.***