

AGENDA
JEFFERSON COUNTY COMMISSION
FIRST QUARTERLY SESSION - JANUARY-MARCH 2018
THURSDAY, MARCH 15, 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 22, 2018 - Budget Deliberations
- February 23, 2018 - Budget Deliberations
- February 23, 2018 - Special Session
- February 27, 2018 - Budget Deliberations
- February 27, 2018 - Special Session
- March 1, 2018 - Regular Meeting
- March 8, 2018 - Budget Public Hearing

APPROVAL OF PURCHASE ORDERS

- March 15, 2018

APPROVAL OF ACCOUNTS PAYABLE

- March 8, 2018
- March 15, 2018

APPROVAL OF MANUAL CHECKS

- March 9, 2018
- March 16, 2018

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

1. 9:45 a.m. **Angie Banks, Assessor**
 - Split Ticket - Discussion/Action
 - Approval of Employment - Discussion/Action
2. 10:00 a.m. **Pete Dougherty, Sheriff**
 - Approve the admission of James Seale, Brandon Nick, and Bernice Carter, to the Reserve Academy and the subsequent appoint as Jefferson County Sheriff Reserves upon their successful completion - Discussion/Action
3. 10:15 a.m. **Steven L. Rawlings, Director of Operations - WVCoRP**
 - WV Risk Pool update
4. 10:30 a.m. **Danny Lutz, Eastern Panhandle Conservation District**
 - Activities of EPCDC
5. 10:45 a.m. **BREAK**
6. 11:00 a.m. **Debra Young, Jefferson County Victim Assistance Program**
 - Approval of the 2018-2019 VOCA Grant Application - Discussion/Action
7. 11:15 a.m. **Jennifer Myers, Jefferson County Parks and Recreation Commission**
 - Approval of a Resolution for the JCPRC to apply for a WV Culture and History Grant and a Land and Water Conservation Fund Grant for the Amphitheater Project at Sam Michael's Park - Discussion/Action
8. 11:30 a.m. **Nic Diehl, Jefferson County Development Authority**
 - Request for support letter for West Virginia Opportunity Zones - Discussion/Action
9. 11:45 a.m. **Roger Goodwin, Chief County Engineer**
 - Consideration of the Annual Inflation Adjustment to the Impact Fees, as provided for the CY 2017 Impact Fees Annual Report - Discussion/Action
10. 12:00 p.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
 - Discussion of proposed contract for Judicial elevator upgrade - Discussion/Action - Possible Executive Session

11. 12:30 p.m. **Break for Lunch**

NEW BUSINESS

12. Legislative Issues

13. Approval of PSD purchase agreement - Discussion/Action (JC)

14. Discuss Courthouse storm windows - Discussion/Action (JC)

15. Discuss County ATV Ordinance - Discussion/Action (JC)

FINANCIAL DIRECTOR REPORTS

- Review and Approval of FY2018 State Budget Revision 8 for the General Fund - Discussion/Action
- Review and Approval of FY2018 State Budget Revision 9 for the General Fund - Discussion/Action
- Review and Approval of the FY2018-2019 Draft Budget (Levy Estimate) - Discussion/Action

COUNTY ADMINISTRATOR REPORTS

- Discuss Road Summit for Spring 2018 and set date and time - Discussion/Action
- Discuss Meeting Session Policy - Discussion/Action

COUNTY COMMISSION REPORTS

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

16. 1:30 p.m. Public Hearing - Proposed text amendments to the Jefferson County Zoning and Land Development Ordinance, File #ZTA16-02. The text amendment, in accordance with WV Code §8A-4-5, proposes revisions to multiple sections of the Zoning Ordinance including Section 2.2 Terms Defined; Section 3.4 Boards and Commissions; Section 4.6 Distance Requirements; Section 5.10 Village (V) District; Section 6.3 Conditional Use Permit; Section 10.4 Signs Requiring Zoning Permit; and Appendix C: Principal Permitted and Conditional Use Table.

17. **RECESS**

~~~~~ EVENING SESSION ~~~~~

18. 7:00 p.m. Public Hearing - Zoning Map Amendment for property designated as Tax District Kabletown (06), Map 17, Parcel 2.3 - Summit Point Ventures, LLC. The property is currently zoned Rural and a request has been made by the property owner to change to the General Commercial zoning category.

19. ADJOURN

CORRESPONDENCE/INFORMATION

Notice of Special Session - Tuesday, April 17, 2018 at 9:30 a.m. - Lay the Levy.

Notice to appoint to the Historic Landmarks Committee.

Notice to appoint to the Planning Commission.

Jefferson County Maintenance Department Monthly Report - February, 2018.

Impact Fee Status Report for February, 2018.

WV Lottery Weekly Settlement for Charles Town - week ending February 24, 2018.

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