

**AGENDA**  
**JEFFERSON COUNTY COMMISSION**  
**SECOND QUARTERLY SESSION - APRIL-JUNE 2018**  
**THURSDAY, APRIL 5, 2018**  
**9:30 A.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**

- March 29, 2018 Regular Meeting

**APPROVAL OF ACCOUNTS PAYABLE**

- March 29, 2018
- April 5, 2018

**APPROVAL OF MANUAL CHECKS**

- March 30, 2018
- April 6, 2018

**ANNOUNCEMENTS**

- Report if there are changes in the agenda if applicable

**PUBLIC COMMENT**

**PRESENTATIONS**

1. 9:45 a.m. Angie Banks, Assessor  
- Exonerations - Discussion/Action
2. 10:00 a.m. Interviews and Appointments to the Jefferson County Development Authority  
Board of Directors - four 3-year terms ending April 5, 2021 -  
Discussion/Action
3. 10:15 a.m. Elizabeth Wheeler, Jefferson County Farmland Protection Board  
- Approval of purchase of two Agricultural Conservation Easements -  
Discussion/Action

4. 10:30 a.m. Roger Goodwin, Chief County Engineer  
- Acceptance of Excavator's Proposal - Bardane Industrial Park Waste Water Treatment Plant Lagoon Decommissioning & Sinkhole Remediation Project - Discussion/Action
5. 10:45 a.m. **BREAK**
6. 11:00 a.m. Lynn Fields, Probate  
- Petition for the Removal of Executor in the Estate of Iris L. Chrisman - 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, related issues and order approving Purchase Agreement between the JCPSD and Charles Town - 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  
- Discussion of Fire Suppression Contract for 911 Center - Discussion/Action - Possible Executive Session  
- Discussion of WV Supreme Court Docket #17-0095 - Discussion/Action - Possible Executive Session
8. 11:45 p.m. Michelle Gordon, Finance Director  
- Workshop - Ambulance Fee Billing Rate Structure - Discussion/Action
9. 12:30 p.m. **BREAK FOR LUNCH**

#### **UNFINISHED BUSINESS**

10. Discussion of Courthouse Storm Windows - Discussion/Action

#### **NEW BUSINESS**

11. Region 9 Broadband Planning Grant - Discussion/Action (PN)

#### **FINANCIAL DIRECTOR REPORTS**

- Review and Approval of Revision to the Hotel Occupancy Tax Ordinance - Discussion/Action
- Review of FY2018 Budget to Actual as of 02-28-2018

## **COUNTY ADMINISTRATOR REPORTS**

- PSD Audit - Discussion/Action
- Set date and time for Meet and Greet - Discussion/Action

## **COUNTY COMMISSION REPORTS**

### **----- AFTERNOON SESSION -----**

12. 1:30 p.m. Jefferson County Emergency Services Agency  
- CPR/AED Training

13. **ADJOURN**

## **CORRESPONDENCE/INFORMATION**

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

WV Lottery Weekly Settlement for Charles Town - week ending March 24, 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.*