

**AGENDA**  
**JEFFERSON COUNTY COMMISSION**  
**SECOND QUARTERLY SESSION - APRIL-JUNE 2018**  
**THURSDAY, MAY 3<sup>rd</sup>, 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**

- April 17, 2018 - Lay the Levy
- April 19, 2018 - Regular Meeting

**APPROVAL OF PURCHASE ORDERS**

- May 3, 2018

**APPROVAL OF ACCOUNTS PAYABLE**

- April 26, 2018
- May 3, 2018

**APPROVAL OF MANUAL CHECKS**

- April 27, 2018
- May 4, 2018

**APPROVAL OF PAYROLL**

- April 19, 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. Susan McFadden, Vice President Kabletown CEOS Club, Member of County CEOS Council  
- Jefferson County Community Educational Outreach Service (CEOS) clubs request proclamation for CEOS Week, May 20, through 26, 2017 in Jefferson County - Discussion/Action
3. 10:15 a.m. Jess Chambers and Damien Hinck, Hollywood Casino  
- Request letter of endorsement for a floor plan extension for a beer garden to be held in conjunction with the September BBQ competition - Discussion/Action
4. 10:30 a.m. **BREAK**
5. 10:45 a.m. Charles F. Printz, Jr., Esquire  
- Request to Annex Without an Election - Corporation of Shepherdstown - Discussion/Action
6. 11:15 a.m. Roger Goodwin, Chief County Engineer  
- Smith Mountain View Estates (JCPC file No. 02-06) 15' Easement Plat for Lot 4 - Surveyor's Invoice Payment - Discussion/Action  
- Approval to advertise for Bids - Bardane Industrial Park Waste Water Treatment Plant - Lagoon Decommissioning & Sinkhole Remediation Project - Discussion/Action
7. 11:30 a.m. Todd Fagan, GIS/Addressing Office  
- Request approval of credit card merchant processing proposal for Land Development Applications - Discussion/Action
8. 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  
- Discussion of Fire Suppression Contract for 911 Center - Discussion/Action - Possible Executive Session

**FINANCIAL DIRECTOR REPORTS**

- Review Highmark Medical Insurance Renewal Options and Selection of Plan for FY2019 - Discussion/Action
- Review Delta Dental Renewal for FY2019 - Discussion/Action
- Review and approval of WVCORP Insurance Renewal for FY2019 - Discussion/Action
- Decision - Amendments to the Jefferson County Emergency Ambulance Service Fee Ordinance with regards to the Commercial Fee rate structure - Discussion/Action

**COUNTY ADMINISTRATOR REPORTS**

- Road Summit Priorities - Discussion/Action

**COUNTY COMMISSION REPORTS**

**~~~~~ AFTERNOON SESSION ~~~~~**

- 9. 1:30 p.m. Public Hearing  
 - Proposed text amendment to the Jefferson County Zoning and Land Development Ordinance, File #ZTA17-01. The text amendment, in accordance with WV Code 8A and Article 12 of the Zoning Ordinance, proposes revisions to Article 10 Provisions for Signs. The primary purpose of this amendment is to create provisions to allow electronic signs in Jefferson County. The amendment also includes reorganization of existing text for clarification.

- 10. ADJOURN

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

Jefferson County Homeland Security and Emergency Management Quarterly Report.

**CORRESPONDENCE/INFORMATION**

Notice of Meeting Schedule Change.

Notice of Meet and Greet - May 10<sup>th</sup>, 2018 6:00 p.m.

Correspondence received from Comcast regarding video packaging.

*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.*