

AGENDA
JEFFERSON COUNTY COMMISSION
SECOND QUARTERLY SESSION - APRIL-JUNE 2018
THURSDAY, MAY 17TH, 2018
6:00 P.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

- May 3, 2018

APPROVAL OF PURCHASE ORDERS

- May 17, 2018

APPROVAL OF ACCOUNTS PAYABLE

- May 10, 2018
- May 17, 2018

APPROVAL OF MANUAL CHECKS

- May 11, 2018
- May 18, 2018

APPROVAL OF PAYROLL

- May 3, 2018
- May 10, 2018 - Poll Workers

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

1. 6:15 p.m. Pete Dougherty, Sheriff
 - Part-time Special Deputy/Bailiff New Hire - Discussion/Action
 - Insurance Payoff - Discussion/Action
2. 6:25 p.m. Angie Banks, Assessor
 - Signatures for the Certificate of Oaths and for the Real and Personal Property Books - Discussion/Action
3. 6:35 p.m. Doug Pixler and Elaine Bartoldson, Eastern Panhandle Transit Authority
 - EPTA New Route Maps/Schedules - Discussion/Action
 - Discuss funding for MARC Train - Discussion/Action
4. 7:00 p.m. Interviews and appointment to the Jefferson County emergency Services Agency - One unexpired term ending June 30, 2019 - Discussion/Action
5. 7:10 p.m. Michelle Gordon, Finance Director
 - Approval of the Purchase Order and Contract for Tyler Technologies, Inc. - Discussion/Action
 - Ambulance Fee analysis - Continued Discussions - Discussion/Action
 - Review and Approval of the Revisions to the Emergency Ambulance Service Fee Ordinance - Discussion/Action
6. 7:40 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 EEOC Claim #533-2017-00706 - Discussion/Action - Possible Executive Session

NEW BUSINESS

7. Discuss PSD Audit - Discussion/Action
8. Request Letter of Endorsement - JCLL - Discussion/Action
9. Request Letter of Endorsement - Shepherdstown Fire Department - Discussion/Action

10. **Decision - 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 - Public Hearing Held on May 3, 2018 - Discussion/Action**

COUNTY ADMINISTRATOR REPORTS

- **Discuss a policy regarding fairs and festival sponsored or endorsed by the governing body of the county wherein the fair or festival is to be conducted - Discussion/Action**
- **Discuss next Commission Meet and Greet date and location - Discussion/Action**

COUNTY COMMISSION REPORTS

11. ADJOURN

CORRESPONDENCE/INFORMATION

Correspondence received from Rev. Karen L. Reyes regarding the signage at Bolivar Pentecostal Church.

Press Release regarding Disaster Ready Kids Returns to Jefferson County for the Sixteenth Year.

Notification of Intent to Pursue a Sanitary Sewerage System Extension and Improvement Project received from the City of Charles Town.

Jefferson County Maintenance Department Monthly Report for April, 2018 received.

Impact Fee Status Report for April, 2018 received.