

AGENDA
JEFFERSON COUNTY COMMISSION
SECOND QUARTERLY SESSION - APRIL-JUNE 2018
THURSDAY, MAY 31, 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

- May 14, 2018 - Primary Election Canvass
- May 17, 2018 - Regular Meeting
- May 22, 2018 - Certification of Primary Election Results and Special Session - MARC Train Funding

APPROVAL OF ACCOUNTS PAYABLE

- May 24, 2018
- May 31, 2018

APPROVAL OF MANUAL CHECKS

- May 25, 2018
- June 1, 2018

APPROVAL OF PAYROLL

- May 17, 2018

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

1. 9:45 a.m. Nicolas H. Diehl, Jefferson County Development Authority
- Approval of Resolution to Support Industrial Access Road -
Discussion/Action

2. 10:00 a.m. Interviews and Appointment to the Jefferson County Emergency Services Agency - One unexpired Citizen Representative term ending June 30, 2019 - Discussion/Action
3. 10:15 a.m. Jeffrey A. Polczynski, ENP - Director of Communications
 - Re-appointment to the E911 Advisory Board of Sgt. Jeffery Chumley, Craig Simpson and David Kimmel for 3 year term through 09/01/2021 - Discussion/Action
 - Appointment of Chief Chris Kutcher to complete the term of Chief William Roper through 09/01/2019 - Discussion/Action
4. 10:30 a.m. Roger Goodwin, Chief County Engineer
 - Request approval of employment offer to fill the position of Building Code Plans Reviewer - Discussion/Action
 - Approval to fill the Building Permits Technician position and to advertise to fill the GIS & Addressing Technician/Administrative Assistant position - Discussion/Action
 - Presentation and update on revised Building Permit Fee Schedules - Discussion/Action
5. 10:45 a.m. **BREAK**
6. 11:00 a.m. Lynn Fields, Probate Office
 - Special Session to approve Waiver of Final Settlement and close estate of Irmgard Mathilde Waggy-Baylor, deceased - Discussion/Action
7. 11:15 a.m. Michelle Gordon, Finance Director
 - Ambulance Fee Analysis - Continued - Discussion/Action
 - Review of FY2018 Budget to Actual as of 4/30/2018 - 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
 - Discussion of Jefferson County Civil Action #17-C-282 - Discussion/Action
 - Discussion of EEOC Claim #533-2017-00706 - Discussion/Action
 - Discussion of Fire Suppression Contract for 911 Center - Discussion/Action
 - Discussion of Jefferson County Civil Action #17-P-110 - Discussion/Action

NEW BUSINESS

9. Discuss PSD Audit - Discussion/Action
10. Status of Maintenance Projects - Discussion/Action (JC)

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
- Annual Performance and Merit Increase Policy - Discussion/Action

COUNTY COMMISSION REPORTS

11. ADJOURN

CORRESPONDENCE/INFORMATION

Notice of Special Session on June 14, 2018 - Road Summit and MARC Train discssion.

Correspondence received from Comcast regarding Internet Essentials.

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.

