

AGENDA
JEFFERSON COUNTY COMMISSION
FOURTH QUARTERLY SESSION - OCTOBER - DECEMBER 2018
THURSDAY, OCTOBER 4, 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

- September 13, 2018 - Special Session
- September 18, 2018 - Special Session
- September 20, 2018 - Regular Session

APPROVAL OF PURCHASE ORDERS

- October 4, 2018

APPROVAL OF ACCOUNTS PAYABLE

- September 27, 2018
- October 4, 2018

APPROVAL OF MANUAL CHECKS

- September 28, 2018
- October 5, 2018

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

1. 10:00 a.m. Angie Banks, Assessor
- Exonerations - Discussion/Action

2. 10:15 a.m. Pete Dougherty, Sheriff
 - Approval of Trip Guards/Bailiff - Discussion/Action
 - Approval of Home Confinement Officers - Discussion/Action
 - Approval of Salvage Vehicle at Sheriff's Sale - Discussion/Action
 - Approve the sale of listed County property and proceeds be added to the Sheriff's Auto Supply line item - Discussion/Action
 - Sheriff's Annual Report
3. 10:30 a.m. Matthew Harvey, Prosecuting Attorney
 - Discussion of staffing needs and potential new hires - Discussion/Action
4. 10:45 a.m. BREAK
5. 11:00 a.m. Lynn Fields, Probate Office
 - Quarterly Review - Close estates that have met all deadlines and approve estates that have been opened since last quarterly review - Discussion/Action
6. 11:15 a.m. Nancy Strine, HOME/CDBG Administrator
 - Approve Resolution authorizing Jefferson County Commission in the Eastern Panhandle Home Consortium of WV - Discussion/Action
 - Approve 3 year Housing Consortium Cooperative Agreement between City of Martinsburg and the Counties of Berkeley, Jefferson, and Morgan, WV - Discussion/Action
7. 11:30 a.m. Appointments and Interviews:
 - Jefferson County Parks and Recreations Commission - One 3-year term ending June 30, 2021 - Discussion/Action
 - Jefferson County Historic Landmarks Commission - One unexpired term ending March 2, 2020 - Discussion/Action
 - Jefferson County Farmland Protection Board - One 4-year term for non-farmer/public representative ending September 7, 2022 and one 4-year term for soil conservation representative ending September 7, 2022 - Discussion/Action
8. 11:45 a.m. Todd Cotgreave, Town Run Brewing Company
 - Request for floor plan extension - Discussion/Action
9. 12:00 p.m. Chris Kinnan, Jefferson County Vision
 - Presentation of Jefferson County Vision's legal action against the JCDA and legal issues surrounding the Rockwool project - Discussion/Action
10. 12:15 p.m. Break for Lunch

NEW BUSINESS

11. Appeal of Ruling for Petition for formation of Keyes Ferry Acres Maintenance Association - Discussion/Action
12. Discussion of County Commission support of the Jefferson County Economic Development Authority - Discussion/Action (PN)
13. Increase Jefferson County Development Authority membership to provide a member of labor - Discussion/Action
14. Discuss correspondence received from Arnold and Bailey - Discussion/Action
15. Discuss Land Use Amendment to account for potential impact on roads - Discussion/Action (JC)

COUNTY ADMINISTRATOR REPORTS

- Discuss Fire Marshall Survey - SB 625 - Discussion/Action
- WVDEP response regarding attending a meeting - Discussion/Action

COUNTY COMMISSION REPORTS

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

16. 1:30 p.m. Public Hearing
- Proposed Zoning Ordinance Text Amendments (ZTA 18-01) re: Pet and Livestock Crematoria
17. 1:45 p.m. Jeffrey Polczynski, ENP - Director of Communications
- Request approval of Promotion to Supervising Public Safety Dispatcher - Discussion/Action
18. 2:00 p.m. Roger Goodwin, Chief County Engineer
- Smith Mountain View Estates Subdivision (JCPC File No. 02-06) - Approval of Change order #1 - Discussion/Action
19. 2:15 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
- Discussion of Jefferson County Civil Action #17-C-282 - Discussion/Action
- Discussion of renewal of County cable franchise agreement, related issues, and phone conference with counsel - Discussion/Action
- Discussion and update regarding EEOC Charge #533-2018-01557 - Discussion/Action

20. ADJOURN

CORRESPONDENCE/INFORMATION

Notice of Intent to Appoint to the Jefferson County Development Authority.

Correspondence received from the following regarding Rockwool:

- Candice Wilson
- Teresa Lafratte
- Carrie McGuinness
- Stephanie Dooner
- Marlene Heath
- Donald Silva
- Elizabeth Shockley
- JoAnne Grove
- Joy Gutzman
- Joy Bridy
- Edy Cummings
- Chris Palank RN, MS, ANP-C
- Jennifer Jones
- Judy Do
- Paul Holzberger
- Leslie Narramore
- Andy Ferguson
- Elliot Robertazza
- Laura Levesque
- Iveta Weiland
- Leanne Cobb
- Larry Waugh
- Michael Vowell
- Gail Kohlhorst

2018 General Election Calendar.

Announcement of Planned Action, WARN Notice received.

Special Board Meeting on July 31, 2018 and Regular Board Meeting on August 7, 2018 received from the Jefferson County Public Service District.

Impact Fee Status Report for September 2018 received.

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.