

AGENDA
JEFFERSON COUNTY COMMISSION
FOURTH QUARTERLY SESSION - OCTOBER - DECEMBER 2018
THURSDAY, NOVEMBER 1, 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

- **October 18, 2018**

APPROVAL OF PURCHASE ORDERS

- **November 1, 2018**

APPROVAL OF ACCOUNTS PAYABLE

- **October 25, 2018**
- **November 1, 2018**

APPROVAL OF MANUAL CHECKS

- **October 26, 2018**
- **November 2, 2018**

APPROVAL OF PAYROLL

- **October 18, 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. Pete Dougherty, Sheriff
 - GHSP Grant Contract - Discussion/Action
 - HSEM Grant Contract Signatures - Discussion/Action
 - Task Force Fiduciary Agreement - Discussion/Action
 - Establish Special Fiduciary Fund - Discussion/Action
3. 10:15 a.m. Charles F. Printz, Jr., Esq., Corporation of Shepherdstown
 - Corporation of Shepherdstown Annexation - Discussion/Action
4. 10:30 a.m. Jennifer Myers, Jefferson County Parks and Recreation Commission
 - JCPRC was awarded a Eugene M. Fuller Award for Program Excellence by the West Virginia Recreation and Park Association
 - Presentation by Michael Baker International on behalf of JCPRC of the draft Concept Master Plan for Sam Michaels park to replace the park's outdated 2000 plan - Discussion/Action
5. 10:45 a.m. BREAK
6. 11:00 a.m. Bob Shefner & Gary Dungan, Jefferson County Community Ministries
 - Information and Funding Request - Discussion/Action
7. 11:15 a.m. Annette Gavin Bates, Jefferson County Convention & Visitors Bureau
 - Present Annual Report - Discussion/Action
8. 11:30 a.m. Interviews/Appointments:
 - Community Criminal Justice Board - One unexpired term ending July 3, 2020 for a member-at-large familiar with the community an interest in advancing access to substance abuse treatment - Discussion/Action
 - Property Safety Enforcement Agency Board - One unexpired term for Citizen Representative ending February 2, 2020 - Discussion/Action
9. 11:45 a.m. Bill Polk, Maintenance Department
 - Presentation of Maintenance Department Quarterly Report - Discussion/Action
 - Approval of Bid Proposal - Jefferson County Courthouse Paint/Brick Project - Discussion/Action

10. 12:00 p.m. Roger Goodwin, Chief County Engineer
 - Smith Mountain View Estates (JCPC File No. 02-06) - Request Approval for Payment of Contractor's Invoice - Discussion/Action
 - Request Approval to amend Parks and Recreation's Impact Fees - FY2019 - Capital Improvement Plan - Discussion/Action
 - Summit Point Automotive Research Center, LLC & Summit Point Raceway Associates, Inc. - SPARC Range Extension (File #S17-11) complete bond release - Discussion/Action
 - Partial release of Performance Bond #1000956765 with United States Surety Company, Timonium, MD construction bond surety for Roderick Planes, LLC - Aspen Greens Subdivision, Phase 1A (File 07-15) - Discussion/Action

11. 12:15 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 and related issues - Discussion/Action
 - Discussion of Jefferson County Circuit Court Civil Action #18-P-132 - Discussion/Action
 - Discussion of Jefferson County Circuit Court Civil Action #18-C-158 - Discussion/Action
 - Discussion of EEOC Charge #533-2018-01557 - Discussion/Action
 - Discussion of US District Court, Southern District of WV, Civil Action #2:18-cv-01126 - Discussion/Action

UNFINISHED BUSINESS

12. Discuss the Jefferson County Board of Education representative to the Jefferson County Development Authority - Discussion/Action

13. Discussion on an Ordinance to prohibit forced participation in public water and sewer system - Discussion/Action (PO)

NEW BUSINESS

14. Approval of Resolution and contract - 16-VA-096 - Victims of Crime Act (VOCA) Grant - Discussion/Action

15. Discussion concerning letter received from the City of Charles Town and Jefferson Vision - Discussion/Action (JC)

16. Review and Feedback Regarding Evening Meetings: Jefferson County Commission Meeting Times - Discussion/Action (JC)

17. Discussion regarding Residential Impact Fees - Discussion/Action (JC)
18. Review of Planning and Zoning Regulations regarding all categories on Industry - Discussion/Action (JT)

FINANCIAL DIRECTOR REPORTS

- Review and Approval of FY2019 State Budget Revision 3 for the General Fund - Discussion/Action
- Review and Approval of FY2019 State Budget Revision 2 for the Coal Severance Fund - Discussion/Action
- Review and Approval of FY2019 Internal budget Revision 1 for the General Fund - Discussion/Action
- Review of FY2019 Budget to Actual as of 9/30/2018 - Discussion/Action

COUNTY ADMINISTRATOR REPORTS

COUNTY COMMISSION REPORTS

19. ADJOURN

DEPARTMENTS, BOARDS, COMMISSIONS AND AGENCY WRITTEN REPORTS

Jefferson County Historic Landmarks Commission Quarterly Report.

Jefferson County GIS/Addressing Office Quarterly Report.

Engineering Offices Quarterly Report.

CORRESPONDENCE/INFORMATION

Correspondence received from the West Virginia Department of Transportation, Division of Public Transit (DPT) regarding updates to the Coordinated Public Transit-Human Service Transportation Plan (September 2015).

Correspondence received from the West Virginia Department of Transportation, Division of Motor Vehicles regarding the Highway Safety Grant has been approved for \$234,650. This award may be used to continue the Jefferson County EP Traffic Safety Enforcement Program.

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.