

AGENDA
JEFFERSON COUNTY COMMISSION
FIRST QUARTERLY SESSION - JANUARY-MARCH 2019
THURSDAY, JANUARY 17, 2019
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

- January 3, 2019 - Regular Meeting

APPROVAL OF PURCHASE ORDERS

- January 17, 2019

APPROVAL OF ACCOUNTS PAYABLE

- January 10, 2019
- January 17, 2019

APPROVAL OF MANUAL CHECKS

- January 11, 2019
- January 18, 2019

APPROVAL OF PAYROLL

- January 10, 2019

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

1. 6:15 p.m. Angie Banks, Assessor
- Split Ticket/Exonerations - Discussion/Action

2. 6:30 p.m. Michelle Gordon, Finance Director
 - Review and approval of Financial Policy 305 - Purchase Order and Invoice Policy - Discussion/Action
3. 6:45 p.m. Steve Allen, Director, Jefferson County Homeland Security and Emergency Management
 - Approval of Contract with J. H. Consulting, LLC - Discussion/Action
 - Approval of Resolution to accept update of the 2018 Jefferson County Multi-Jurisdiction Hazard Mitigation Plan - Discussion/Action
4. 7:00 p.m. Michael E. Tolbert
 - Proposals for the Charles Town Post Office, Jefferson County Courthouse and a Modern County Office Complex - Discussion/Action
5. 7:15 p.m. Appointments to the Jefferson County Development Authority - Discussion/Action
6. 7:30 p.m. **BREAK**
7. 7:45 p.m. Danny Lutz, WV Eastern Panhandle Conservation District
 - Budget Request - Discussion/Action
8. 8:00 p.m. Nathan Cochran, Assistant Prosecuting Attorney
 - 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 EEOC Charge #533-2018-01557 - Discussion/Action
 - Discussion of Jefferson County Circuit Court Civil Action #18-C-171 - Discussion/Action
 - Discussion of EEOC Charge #533-2017-00706 - Discussion/Action
 - Discussion of Jefferson County Circuit Court Civil Action # 18-C-201 - Discussion/Action
 - Discussion of City of Charles Town's request to allow parking in the County parking lots and possible MOU - Discussion/Action
 - Discussion of Board of Health septic tank permitting process and procedures - Discussion/Action
 - Discussion of potential conflicts of interest in appointment of board members to County agencies or component units - Discussion/Action

NEW BUSINESS

9. Legislative Updates

10. Discuss reconstituting the Board of Directors of the Jefferson County Development Authority - Discussion/Action (PN)
 - Remove all current board members
 - Advertise for additional applicants
 - Invite current board members who wish to be considered to reapply to the County Commission by January 31, 2019 with a decision to appoint at the next JC Commission meeting on January 31, 2019

11. Discussion of JUI waterline to Rockwool (JC)

COUNTY ADMINISTRATOR REPORTS

- Process to appoint County Commission representative to Charles Town Utility Board - Discussion/Action

COUNTY COMMISSION REPORTS

12. **ADJOURN**

CORRESPONDENCE/INFORMATION

Correspondence received from Mildred Hammond regarding Rockwool roadside signs.

Impact Fee Status Report November, 2018.

Impact Fee Status Report December, 2018.

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.