

Minutes

Jefferson County Commission

Thursday, December 20, 2018

A meeting of the Jefferson County Commission was held on Thursday, December 6, 2018 during the fourth quarterly session in the County Commission meeting room in the Old Charles Town Library located at 200 E. Washington Street, Charles Town, WV 25414. Present were Commissioners Josh Compton, Caleb Hudson, Ralph Lorenzetti, Patricia Noland, and Jane Tabb. Also present were Stephanie Grove, County Administrator; Jessica Carroll, Executive Administrative Assistant; Jacqueline Shadle, County Clerk; and Jim Eddy, Bailiff. (An audio tape of the Thursday, December 20, 2018 meeting is available through the Jefferson County Commission Office.)

PLEDGE OF ALLEGIANCE

Commissioner Noland led the Pledge of Allegiance.

APPROVAL OF MINUTES

Motion by Ms. Noland to approve the December 6, 2018 Regular Meeting Minutes as presented/amended. Motion seconded and unanimously approved.

APPROVAL OF PURCHASE ORDERS

Motion by Ms. Noland to approve the Purchase Orders for December 20, 2018 in the amount of \$8,328.80 to include Purchase Order No. 52777. Motion seconded and unanimously approved.

APPROVAL OF PAYROLL

Motion by Ms. Tabb to approve the payroll for December 13, 2018 in the amount of \$263,781.60. Motion seconded and unanimously approved.

APPROVAL OF ACCOUNTS PAYABLE

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
081053	401	BEST BEST & KRIEGER LLP		\$ -	\$ 2,756.00	\$ 2,756.00
081054	P/R DED	BUREAU F/CHILD SUPPORT		\$ -	\$ 49.85	\$ 49.85
081055	P/R DED	BUREAU OF CHILD SUPPORT		\$ -	\$ 119.54	\$ 119.54
081056	406	CASTO & HARRIS INC		\$ -	\$ 97.34	\$ 97.34
081057	402	CTWV-APA CHARLES TOWN AP		\$ -	\$ 20.00	\$ 20.00
081058	P/R DED	CONSOLIDATED PUBLIC		\$ -	\$ 500.00	\$ 500.00
081058	P/R DED	CONSOLIDATED PUBLIC		\$ -	\$ 7.85	\$ 7.85
081059	700	RONALD DANTZIC		\$ -	\$ 5.08	\$ 5.08
081060	413	ESS ELECTION SYSTEMS &		\$ -	\$ 2,405.32	\$ 2,405.32
081060	413	ESS ELECTION SYSTEMS &		\$ -	\$ 1,184.00	\$ 1,184.00
081060	413	ESS ELECTION SYSTEMS &		\$ -	\$ 4,790.05	\$ 4,790.05
081060	413	ESS ELECTION SYSTEMS &		\$ -	\$ 110.25	\$ 110.25
081061	717	FLEETPRIDE		\$ -	\$ 136.08	\$ 136.08
081062	424	MEGAN FARIAS		\$ -	\$ 159.78	\$ 159.78
081063	700	FORREST RICHARD FEAGANS		\$ -	\$ 13.45	\$ 13.45
081064	404	TERESA HENDRICKS		\$ -	\$ 25.29	\$ 25.29
081065	GRANT	JEFFERSON DAY REPORT CNT		\$ -	\$ 1,074.60	\$ 1,074.60
081066	P/R DED	JEFFERSON SECURITY BANK		\$ -	\$ 4,925.00	\$ 4,925.00
081067	P/R DED	VICTOR C LUPIS III		\$ -	\$ 297.92	\$ 297.92
081068	ALLOC	MIDDLEWAY FIRE CO		\$ -	\$ 95,000.00	\$ 95,000.00
081069	P/R DED	HELEN M. MORRIS, TRUSTEE		\$ -	\$ 543.86	\$ 543.86
081070	P/R DED	NATIONWIDE RETIREMENT		\$ -	\$ 849.00	\$ 849.00
081071	425	POTOMAC EDISON/OH		\$ -	\$ 12.38	\$ 12.38
081072	700	ROBERT L. PETERSON SR		\$ -	\$ 15.88	\$ 15.88
081073	717	RICE TIRES CO		\$ -	\$ 431.12	\$ 431.12
081073	717	RICE TIRES CO		\$ -	\$ 375.08	\$ 375.08
081074	402	SOFTWARE SYSTEMS, INC		\$ -	\$ 27.00	\$ 27.00
081074	404	SOFTWARE SYSTEMS, INC		\$ -	\$ 2,721.24	\$ 2,721.24
081074	406	SOFTWARE SYSTEMS, INC		\$ -	\$ 71.00	\$ 71.00
081074	428	SOFTWARE SYSTEMS, INC		\$ -	\$ 217.00	\$ 217.00
081075	P/R DED	SHERIFF OF JEFFERSON CO		\$ -	\$ 47,200.28	\$ 47,200.28
081075	P/R DED	SHERIFF OF JEFFERSON CO		\$ -	\$ 11,038.86	\$ 11,038.86
081075	P/R DED	SHERIFF OF JEFFERSON CO		\$ -	\$ 36,225.83	\$ 36,225.83
081076	P/R DED	WV DEPUTY SHRF RETIREMEN		\$ -	\$ 6,972.98	\$ 6,972.98
081076	P/R DED	WV DEPUTY SHRF RETIREMEN		\$ -	\$ 9,844.23	\$ 9,844.23
081077	P/R DED	SHERIFF OF JEFFERSON CO		\$ -	\$ 114.00	\$ 114.00
081078	700	CORP OF SHEPHERDSTOWN		\$ -	\$ 222.16	\$ 222.16
081078	700	CORP OF SHEPHERDSTOWN		\$ -	\$ 158.40	\$ 158.40
081079	P/R DED	SHERIFF OF JEFFERSON CO		\$ -	\$ 1,780.00	\$ 1,780.00

081079	P/R DED	SHERIFF OF JEFFERSON CO		\$ -	\$ 520.00	\$ 520.00
081080	P/R DED	WV PUB EMP RETIRE SYS		\$ -	\$ 10,281.93	\$ 10,281.93
081080	P/R DED	WV PUB EMP RETIRE SYS		\$ -	\$ 22,848.71	\$ 22,848.71
081080	P/R DED	WV PUB EMP RETIRE SYS		\$ -	\$ 3,757.43	\$ 3,757.43
081080	P/R DED	WV PUB EMP RETIRE SYS		\$ -	\$ 6,262.44	\$ 6,262.44
081081	428	WVNET		\$ -	\$ 50.00	\$ 50.00
081082	401	WVCORP		\$ -	\$ 33,147.50	\$ 33,147.50
081083	700	DARYLL WIMER		\$ -	\$ 2.12	\$ 2.12
081084	402	XEROX CORPORATION		\$ -	\$ 301.18	\$ 301.18
081084	402	XEROX CORPORATION		\$ -	\$ 366.91	\$ 366.91
081084	402	XEROX CORPORATION		\$ -	\$ 375.87	\$ 375.87
081084	440	XEROX CORPORATION		\$ -	\$ 473.05	\$ 473.05
081085	P/R DED	DEBRA A. YOUNG		\$ -	\$ 709.43	\$ 709.43
TOTAL					\$ 311,594.27	\$ 311,594.27

Motion by Ms. Tabb to approve the Accounts Payable for December 13, 2018 in the amount of \$311,594.27. Motion seconded and unanimously approved.

CHCKNO	DEPT	VENDOR	PONUM	POAMT	NOAMT	CHECK AMOUNT
081087	ALLOC	AHA/ART&HUMANITIES ALLNC		\$ -	\$ 790.24	\$ 790.24
081088	424	BOLAND TRANE SERVICES IN		\$ -	\$ 270.00	\$ 270.00
081088	425	BOLAND TRANE SERVICES IN		\$ -	\$ 125.00	\$ 125.00
081088	425	BOLAND TRANE SERVICES IN		\$ -	\$ 136.00	\$ 136.00
081088	425	BOLAND TRANE SERVICES IN		\$ -	\$ 166.00	\$ 166.00
081088	425	BOLAND TRANE SERVICES IN		\$ -	\$ 1,034.00	\$ 1,034.00
081089	P/R DED	BUREAU F/CHILD SUPPORT		\$ -	\$ 49.85	\$ 49.85
081090	P/R DED	BUREAU OF CHILD SUPPORT		\$ -	\$ 119.54	\$ 119.54
081091	P/R DED	CONSOLIDATED PUBLIC		\$ -	\$ 500.00	\$ 500.00
081092	700	FEDEX		\$ -	\$ 56.51	\$ 56.51
081093	425	FIRE SAFETY EQUIP		\$ -	\$ 1,359.00	\$ 1,359.00
081094	415	GENERAL COUNTY FUND-J FE		\$ -	\$ 25,121.75	\$ 25,121.75
081095	717	GUTTMAN OIL CO		\$ -	\$ 2,626.38	\$ 2,626.38
081095	717	GUTTMAN OIL CO		\$ -	\$ 3,022.82	\$ 3,022.82
081095	717	GUTTMAN OIL CO		\$ -	\$ 3,050.72	\$ 3,050.72
081096	403	JEFFERSON CENTER		\$ -	\$ 100.00	\$ 100.00

081097	ALLOC	JEFFERSON COUNTY HISTORI		\$ -	\$ 1,170.15	\$ 1,170.15
081098	712	DR. ROBERT E. JONES III		\$ -	\$ 1,000.00	\$ 1,000.00
081099	P/R DED	JEFFERSON SECURITY BANK		\$ -	\$ 4,925.00	\$ 4,925.00
081100	405	JUDICIAL DIALOG SYSTEMS	52693	\$ 26,950.00	\$ -	\$ 26,950.00
081101	405	RELX INC.		\$ -	\$ 1,100.00	\$ 1,100.00
081101	405	RELX INC.		\$ -	\$ 1,100.00	\$ 1,100.00
081101	405	RELX INC.		\$ -	\$ 1,100.00	\$ 1,100.00
081101	405	RELX INC.		\$ -	\$ 1,100.00	\$ 1,100.00
081101	405	RELX INC.		\$ -	\$ 1,100.00	\$ 1,100.00
081101	405	RELX INC.		\$ -	\$ 1,100.00	\$ 1,100.00
081102	P/R DED	HELEN M. MORRIS, TRUSTEE		\$ -	\$ 543.86	\$ 543.86
081103	P/R DED	NATIONWIDE RETIREMENT		\$ -	\$ 849.00	\$ 849.00
081104	ALLOC	JEFF CO PARKS &		\$ -	\$ 17,795.59	\$ 17,795.59
081105	P/R DED	LAURA POPE		\$ -	\$ 1,951.43	\$ 1,951.43
081106	P/R DED	WILLIAM POLK		\$ -	\$ 468.15	\$ 468.15
081107	405	SPECIALTY BUS SUPPLIES		\$ -	\$ 36.99	\$ 36.99
081108	704	WV REGIONAL JAIL &		\$ -	\$ 95,438.50	\$ 95,438.50
081109	P/R DED	SHERIFF OF JEFFERSON CO		\$ -	\$ 2,280.00	\$ 2,280.00
081109	P/R DED	SHERIFF OF JEFFERSON CO		\$ -	\$ 520.00	\$ 520.00
081110	402	TAMMY SHAFFER		\$ -	\$ 10.00	\$ 10.00
081113	401	ADOBE		\$ -	\$ 48.12	\$ 48.12
081113	401	AMAZON		\$ -	\$ 418.73	\$ 418.73
081113	401	BAUDVILLE INC		\$ -	\$ 125.85	\$ 125.85
081113	401	NEOPOST		\$ -	\$ 230.00	\$ 230.00
081113	401	NEOPOST		\$ -	\$ 36.51	\$ 36.51
081113	401	SPIRIT OF JEFFERSON		\$ -	\$ 2,745.66	\$ 2,745.66
081113	401	SPRINT		\$ -	\$ 56.03	\$ 56.03
081113	401	STAPLES		\$ -	\$ 43.81	\$ 43.81
081113	402	SPIRIT OF JEFFERSON		\$ -	\$ 463.72	\$ 463.72
081113	404	SPIRIT OF JEFFERSON		\$ -	\$ 4,340.46	\$ 4,340.46
081113	405	SPRINT		\$ -	\$ 112.06	\$ 112.06
081113	412	COMCAST		\$ -	\$ 105.75	\$ 105.75
081113	413	CASTO HARRIS		\$ -	\$ 5,490.55	\$ 5,490.55

081113	413	SHEETZ		\$ -	\$ 87.00	\$ 87.00
081113	413	SPIRIT OF JEFFERSON		\$ -	\$ 138.28	\$ 138.28
081113	413	THE HOME DEPOT		\$ -	\$ 616.49	\$ 616.49
081113	413	WAL-MART		\$ -	\$ 11.64	\$ 11.64
081113	415	FRONTIER		\$ -	\$ 86.22	\$ 86.22
081113	415	SPRINT		\$ -	\$ 112.05	\$ 112.05
081113	424	CHARLES TOWN UTILITIES		\$ -	\$ 189.91	\$ 189.91
081113	424	FRONTIER		\$ -	\$ 10,076.07	\$ 10,076.07
081113	424	POTOMAC EDISON		\$ -	\$ 2,627.82	\$ 2,627.82
081113	424	SPRINT		\$ -	\$ 56.03	\$ 56.03
081113	425	AMAZON		\$ -	\$ 69.48	\$ 69.48
081113	425	AMAZON		\$ -	\$ 51.05	\$ 51.05
081113	425	CHARLES TOWN UTILITIES		\$ -	\$ 1,350.65	\$ 1,350.65
081113	425	COMCAST		\$ -	\$ 1,093.19	\$ 1,093.19
081113	425	CRYSTAL SPRINGS		\$ -	\$ 977.47	\$ 977.47
081113	425	GOODMAN AIR CNDTN/HTNG		\$ -	\$ 1,165.10	\$ 1,165.10
081113	425	GRAINGER		\$ -	\$ 269.34	\$ 269.34
081113	425	JEFFERSON COUNTY P.S.D		\$ -	\$ 647.40	\$ 647.40
081113	425	JEFFERSON RENTALS		\$ -	\$ 23.85	\$ 23.85
081113	425	JEFFERSON UTILITIES, INC		\$ -	\$ 860.77	\$ 860.77
081113	425	MILLERS OFFICE PRODUCTS		\$ -	\$ 1,075.15	\$ 1,075.15
081113	425	POTOMAC EDISON		\$ -	\$ 22,786.12	\$ 22,786.12
081113	425	RCS/ALARM FUNDING ASSOC		\$ -	\$ 2,351.50	\$ 2,351.50
081113	425	RCS/ALARM FUNDING ASSOC		\$ -	\$ 522.00	\$ 522.00
081113	425	SSC-SOUTHERN STATES		\$ -	\$ 52.99	\$ 52.99
081113	425	THE HOME DEPOT		\$ -	\$ 532.54	\$ 532.54
081113	425	THE HOME DEPOT		\$ -	\$ 3.97	\$ 3.97
081113	425	THE HOME DEPOT		\$ -	\$ 190.57	\$ 190.57
081113	425	THE HOME DEPOT		\$ -	\$ 15.73	\$ 15.73
081113	425	THOS SOMERVILLE		\$ -	\$ 425.55	\$ 425.55
081113	425	WAL-MART		\$ -	\$ 96.94	\$ 96.94
081113	425	WEISS BROS OF HAGERSTOWN		\$ -	\$ 35.64	\$ 35.64
081113	425	WM WASTE MGNT		\$ -	\$ 745.61	\$ 745.61

081113	425	WM WASTE MGNT		\$ -	\$ 745.61	\$ 745.61
081113	428	ADVANTAGE TECH		\$ -	\$ 4,200.00	\$ 4,200.00
081113	428	AMAZON		\$ -	\$ 23.00	\$ 23.00
081113	428	AMAZON		\$ -	\$ 193.16	\$ 193.16
081113	428	AMAZON		\$ -	\$ 491.70	\$ 491.70
081113	428	AMAZON		\$ -	\$ 34.39	\$ 34.39
081113	428	AMAZON		\$ -	\$ 21.59	\$ 21.59
081113	428	AMAZON		\$ -	\$ 36.79	\$ 36.79
081113	428	DOUBLE RADIUS INC		\$ -	\$ 227.05	\$ 227.05
081113	428	OFFICE DEPOT		\$ -	\$ 1,084.18	\$ 1,084.18
081113	428	OFFICE DEPOT		\$ -	\$ 69.81	\$ 69.81
081113	428	PCM TIGER DIRECT		\$ -	\$ 415.32	\$ 415.32
081113	428	PCM TIGER DIRECT		\$ -	\$ 3,685.48	\$ 3,685.48
081113	428	QUALITY UPTIME SERVICES		\$ -	\$ 11,554.61	\$ 11,554.61
081113	428	SERVER SUPPLY		\$ -	\$ 1,675.80	\$ 1,675.80
081113	428	SPRINT		\$ -	\$ 157.86	\$ 157.86
081113	428	TEXTEDLY COM		\$ -	\$ 20.00	\$ 20.00
081113	428	WORKABLE SOFTWARE LTD		\$ -	\$ 50.00	\$ 50.00
081113	428	WWW.LOGMEIN.COM		\$ -	\$ 374.49	\$ 374.49
081113	440	AMAZON		\$ -	\$ 37.69	\$ 37.69
081113	440	ASFPM		\$ -	\$ 160.00	\$ 160.00
081113	440	INTL CODE COUNCIL INC		\$ -	\$ 84.53	\$ 84.53
081113	440	SPIRIT OF JEFFERSON		\$ -	\$ 147.34	\$ 147.34
081113	440	SPRINT		\$ -	\$ 168.09	\$ 168.09
081113	700	AMAZON		\$ -	\$ 12.25	\$ 12.25
081113	700	BUFFALO WILD WING		\$ -	\$ 21.24	\$ 21.24
081113	700	BURGER KING		\$ -	\$ 16.45	\$ 16.45
081113	700	CHIEF SUPPLY		\$ -	\$ 363.12	\$ 363.12
081113	700	COMFORT INN		\$ -	\$ 410.32	\$ 410.32
081113	700	EAST GARDEN		\$ -	\$ 14.03	\$ 14.03
081113	700	EBAY		\$ -	\$ 97.11	\$ 97.11
081113	700	GOWERS FEED INC		\$ -	\$ 172.08	\$ 172.08
081113	700	HARDEES		\$ -	\$ 6.33	\$ 6.33

081113	700	HOLIDAY INN		\$ -	\$ 131.10	\$ 131.10
081113	700	MAMAS PIZZA		\$ -	\$ 11.29	\$ 11.29
081113	700	MCDONALDS		\$ -	\$ 5.77	\$ 5.77
081113	700	OUTBACK		\$ -	\$ 25.79	\$ 25.79
081113	700	PUBLIC AGENCY TRAINING		\$ -	\$ 525.00	\$ 525.00
081113	700	SIRCHIE FINGER PRINT LAB		\$ -	\$ 55.59	\$ 55.59
081113	700	SPRINT		\$ -	\$ 1,570.89	\$ 1,570.89
081113	700	THE HOME DEPOT		\$ -	\$ 29.97	\$ 29.97
081113	700	TRACTOR SUPPLY CO		\$ -	\$ 95.98	\$ 95.98
081113	700	USPS US POSTAL SERVICE		\$ -	\$ 3.75	\$ 3.75
081113	700	VISIONS RESTAURANT		\$ -	\$ 30.00	\$ 30.00
081113	700	WENDY'S		\$ -	\$ 25.38	\$ 25.38
081113	711	SPRINT		\$ -	\$ 190.99	\$ 190.99
081113	712	FRONTIER		\$ -	\$ 4,917.85	\$ 4,917.85
081113	712	NATIONAL ACADEMY OF EMD		\$ -	\$ 150.00	\$ 150.00
081113	712	OFFICE DEPOT		\$ -	\$ 19.29	\$ 19.29
081113	712	SPRINT		\$ -	\$ 890.66	\$ 890.66
081113	712	WAL-MART		\$ -	\$ 43.86	\$ 43.86
081113	712	XYBIX SYSTEMS INC.		\$ -	\$ 453.17	\$ 453.17
081113	716	SPRINT		\$ -	\$ 56.03	\$ 56.03
081113	717	AMAZON		\$ -	\$ 86.48	\$ 86.48
081113	717	FISHER AUTO PARTS		\$ -	\$ 619.62	\$ 619.62
081113	717	HAGERSTOWN FORD		\$ -	\$ 374.63	\$ 374.63
081113	717	NAPA AUTO PARTS		\$ -	\$ 669.43	\$ 669.43
081113	717	PILOT		\$ -	\$ 62.00	\$ 62.00
081113	717	WINCHESTER EQUIPMENT		\$ -	\$ 40.35	\$ 40.35
081114	ALLOC	JEFFERSON CO CONVENTION		\$ -	\$ 19,755.98	\$ 19,755.98
081115	717	WHOLESALE TIRES, INC.		\$ -	\$ 15.06	\$ 15.06
081116	440	WV STATE FIRE COMMISSION		\$ -	\$ 75.00	\$ 75.00
081116	440	WV STATE FIRE COMMISSION		\$ -	\$ 75.00	\$ 75.00
081116	440	WV STATE FIRE COMMISSION		\$ -	\$ 75.00	\$ 75.00
081117	P/R DED	CONNIE CONNER		\$ -	\$ 988.83	\$ 988.83

081118	425	ZMM ARCHITECTS & ENGINEE		\$ -	\$ 1,852.50	\$ 1,852.50
TOTAL						\$ 322,221.51
TOTAL				\$ 26,950.00	\$ 295,271.51	\$ 322,221.51

Motion by Ms. Noland to approve the Accounts Payable for December 20, 2018 in the amount of \$322, 221.51. Motion seconded and unanimously approved.

MANUAL CHECKS

ASSESSOR VALUATION						
056						
CHECK#		VENDOR				Amount
712		MILLER'S SUPPLIES AT WORK				\$ 116.85
713		WV SOCIETY PROF SURVEYORS				\$ 25.00
714		GLOBAL SCIENCE & TECH				\$ 167.26
FARMLAND PROTECTION BOARD						
057						
CHECK#		VENDOR				Amount
308		JEFFERSON CO FARMLAND PROT				\$ 54,630.35
SHERIFF C/O						
246						
CHECK#		VENDOR				Amount
1702		TYLER TECH				\$ 6,000.00
1703		TYLER TECH				\$ 2,550.00
1704		MINGHINI'S				\$ 55,250.00
IMPACT FEES						
249						
CHECK#		VENDOR				Amount
1164		SHERIFF JEFFERSON CO -SCHOOL				\$ 70,442.32
1165		SHERIFF JEFFERSON CO - LAW				\$ 1,008.29

1166		SHERIFF JEFFERSON CO - PARKS				\$ 5,256.03
1167		SHERIFF JEFFERSON CO - EMS				\$ 576.29
TOTAL						\$ 200,084.82

Motion by Ms. Noland to approve the Manual Checks for December 14, 2018 in the amount of \$200,084.82. Motion seconded and unanimously approved.

COAL SEVERANCE						
002						
Date	Check #	VENDOR				Amount
12/21/2018	474	JEFFERSON CO HISTORIC				\$ 500.00
12/21/2018	475	JEFF. CO COMM. MINISTRIES				\$ 4,000.00
CAPITAL O/L						
246						
Date	Check #	VENDOR				Amount
12/21/2018	1705	SNYDER ENVIRO.				\$ 82,835.51
IMPACT FEES						
249						
Date	Check #	VENDOR				Amount
12/21/2018	129	MINGHINI'S				\$ 30,000.00
TOTAL						\$ 117,335.51

Motion by Ms. Tabb to approve the Manual Checks for December 21, 2018 in the amount of \$117,335.51. Motion seconded and unanimously approved.

PUBLIC COMMENT

David Tabb, resident – presented multiple complaints against the County Commission.

Nancy Gregory, resident – spoke in opposition to Rockwool Ranson.

Michael Tolbert, resident and member of the Charles Town City Council – presented literature and comments regarding an updated Charles Town post office and County government facility.

Ruth Hatcher, resident – spoke in opposition to Rockwool Ranson.

Eleanor Finn, resident and member of the League of Women Voters – thanked the Commission for working hard to provide information and access to the public via the legislative summit and the Meet Your Commissioners event and asked if the Commission would consider in-person ethics training.

Linda Ballard, resident – thanked the Commission for their vote to remove the Confederate plaque on the face of the Jefferson County Courthouse.

Bill Weston, resident – stated his displeasure of the removal of the Confederate plaque on the face of the Jefferson County Courthouse.

PRESENTATIONS

1. Mary Sell, Chair, Jefferson County Water Advisory Committee – request to partner with Region 9 on a Chesapeake Bay Implementation Grant Application
 - **Motion by Ms. Tabb to approve the Jefferson County Water Advisory Committee’s partnership with Region 9 to apply for the Chesapeake Bay Implementation Grant in order to hire a consultant to prepare a five year plan to maximize the purpose of the Jefferson County Water Advisory Committee, now and in the future, in an effort to reduce nutrients, sediments, and pollution and further the goals of Clean Water and an Engaged Community in Jefferson County. Motion seconded and unanimously approved.**

2. Rob Glenn, Chair, Jefferson County Farmland Protection Board – discussion of Farmland Protection Board Executive Director Compensation
 - **Motion by Ms. Tabb to increase the salary of Elizabeth Wheeler, Director of the Jefferson Count Farmland Protection Board, to \$60,000 per year, effective January 1, 2019 with the understanding that the funds from the County are reimbursed by the Farmland Protection Board. Motion seconded and unanimously approved.**

3. Jefferson County Development Authority Personnel – Discussion/Action
 - **Motion by Mr. Compton to go into Executive Session to discuss personnel matters. Motion seconded and unanimously approved.**

 - **Motion by Ms. Tabb to come out of Executive Session. Motion seconded and unanimously approved.**

- **Motion by Ms. Noland to direct Mr. Cochran to contact outside counsel to discuss the staff concerns at the Jefferson County Development Authority. Motion seconded and unanimously approved.**

4. Nathan Cochran, Assistant Prosecuting Attorney

- Discussion of Jefferson County Civil Action #17-C-282
- Discussion of Renewal of County Cable Franchise Agreement and related issues
- Update on Jefferson County Circuit Court Civil Action #18-P-132
- Update on Jefferson County Circuit Court Civil Action #18-C-158
- Discussion of EEOC Charge #533-2018-01557
- Discussion of Jefferson County Circuit Court Civil Action#18-C-171
- Discussion of Jefferson County Circuit Court Civil Action#18-C-108
- Discussion of EEOC Charge #533-2017-00706

- **Motion by Mr. Compton to enter into Executive Session to discuss an update on Jefferson County Circuit Court Civil Action #18-P-132; Jefferson County Circuit Court Civil Action #18-C-158; EEOC Charge #533-2018-01557; EEOC Charge #533-2017-00706; Jefferson County Circuit Court Civil Action#18-C-171; Jefferson County Circuit Court Civil Action #18-C-108. Motion seconded and unanimously approved.**
- **Motion by Ms. Tabb to come out of Executive Session. Motion seconded and unanimously approved.**

UNFINISHED BUSINESS

5. Appointment of Fire Chief to the Jefferson County Property Safety Enforcement Agency

- **Motion by Mr. Compton to appoint Chief Cogle to the Jefferson County Property Safety Enforcement Agency Board. Motion seconded but fails on a vote of 2-3 with Commissioners Compton, Hudson, and Tabb opposing.**

NEW BUSINESS

6. Set date, time, and location for the first regular meeting of 2019.

- **Motion by Mr. Compton to set the date, time, and location for the first regular meeting of 2019 for January 3, 2019 at 9:30 am in the JCC meeting room. Motion seconded and unanimously approved.**

COUNTY ADMINISTRATOR REPORTS

- Appointment of Ronald Fletcher as Chief Deputy for the Jefferson County Sheriff's Office & subsequent increase in compensation
 - **Motion by Ms. Tabb to appoint Ronald Fletcher as Chief Deputy for the Jefferson County Sheriff's Office with a \$250 monthly increase in compensation. The title is effective immediately. The increase in compensation is effective on December 30, 2018. Motion seconded and unanimously approved.**
- Update on Requests for Information from Rockwool and Various State Agencies – Ms. Grove provided the Commission with updates regarding tuft falls, trucking volume and routes, and “emergency” status of the Rockwool project as designated by the Infrastructure and Jobs Development Council. Ms. Grove also stated that she had made contact with the WVDEP but they had yet to provide answers to the questions posed by the Commission regarding Rockwool Ranson.
- Discuss topics for Legislative Summit –it was the consensus of the Commission to discuss the following during the January 3, 2019 legislative summit: Rockwool, MARC train funding, Property Safety Enforcement Agency fire chief position (or designee), joint services legislation, and unclaimed body legislation.

The Commission adjourned at 8:02 pm on a motion by Mr. Compton. Motion was seconded and unanimously approved.

JOSHUA COMPTON, PRESIDENT

Respectfully submitted
Jessica D. Carroll
Administrative Assistant

