

AGENDA
JEFFERSON COUNTY COMMISSION
FIRST QUARTERLY SESSION - JANUARY-MARCH 2019
THURSDAY, JANUARY 31, 2019
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

- January 17, 2019 - Regular Meeting

APPROVAL OF PURCHASE ORDERS

- January 31, 2019

APPROVAL OF ACCOUNTS PAYABLE

- January 24, 2019
- January 31, 2019

APPROVAL OF MANUAL CHECKS

- January 25, 2019
- February 1, 2019

APPROVAL OF PAYROLL

- January 24, 2019

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT (9:40 a.m. - 10:00 a.m)

PRESENTATIONS

1. 10:00 a.m. Pete Dougherty, Sheriff
- JAG Grant Signatures - Discussion/Action
2. 10:15 a.m. Nic Diehl, Jefferson County Development Authority
- Review Jefferson County Development Authority Mission - Discussion/Action
3. 10:30 a.m. Danny Lutz, WV Eastern Panhandle Conservation District
- Budget Request - Discussion/Action
4. 10:45 a.m. **BREAK**
5. 11:00 a.m. Alexandra Beaulieu, Office of Planning and Zoning
- Requesting a total refund of the zoning variance fee for Christopher Gay
- applicant withdrew variance application after the fee was deposited - Discussion/Action
6. 11:15 a.m. Discuss reconstituting the Jefferson County Development Authority Board of Directors to remove all current board members, advertise for additional applicants, and invite current board members who wish to be considered to reapply - Discussion/Action (PN)
7. 11:30 a.m. Discuss Jefferson County Development Authority Board of Directors applicant interview and selection process - Discussion/Action (JT)
8. 11:45 a.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 Intergovernmental Agreement with Corporation of Bolivar for tax collection services - Discussion/Action

- Discussion MOU between Jefferson Medical Center and JCC relating to 340B Program - Discussion/Action

9. 12:15 p.m. Break for Lunch

NEW BUSINESS

10. Legislative Updates

11. Recommendation from JCHSEM Steering Committee for appointments/reappointments to the JCHSEM Steering Committee - Discussion/Action

12. Signature of Letter acknowledging the Harm Reduction Program operating from the Jefferson County Health Department - Discussion/Action

COUNTY ADMINISTRATOR REPORTS

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

COUNTY COMMISSION REPORTS

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

Location: Jefferson County Courthouse

100 East Washington Street, Charles Town, WV

13. 1:30 p.m. Board of Review and Equalization

14. ADJOURN

DEPARTMENTS, BOARDS, COMMISSIONS AND AGENCY WRITTEN REPORTS

- Jefferson County Historic Landmarks Commission Quarterly Report
- Jefferson County Maintenance Quarterly Report

CORRESPONDENCE/INFORMATION

Notices of Intent to Appoint to the Jefferson County Board of Zoning Appeals, Jefferson County Water Advisory Committee, Eastern Panhandle Transit Authority Board, and the North Eastern Regional EMS, Inc. Board.

Notice and Schedule for the 2019 Board of Review and Equalization

Correspondence received from Gavin Perry, resident, regarding a review of the Rockwool facility design

Correspondence received from Aline Schelling regarding industry and karst geology.

Jefferson County Commission FY20 Budget Meeting Schedule.

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.