

**AGENDA**  
**JEFFERSON COUNTY COMMISSION**  
**FIRST QUARTERLY SESSION - JANUARY-MARCH 2019**  
**THURSDAY, MARCH 7, 2019**  
**9:30 A.M.**  
County Commission Meeting Room  
located at the Old Charles Town Library  
200 E. Washington Street, Charles Town, WV

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**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES**

- February 13, 2019 - Budget Presentations
- February 14, 2019 - Budget Presentations
- February 15, 2019 - Budget Presentations
- February 19, 2019 - Budget Deliberations
- February 21, 2019 - Budget Deliberations
- February 21, 2019 - Regular Meeting
- February 26, 2019 - Special Session
- February 27, 2019 - Special Session

**APPROVAL OF REQUISITIONS**

- March 7, 2019

**APPROVAL OF ACCOUNTS PAYABLE**

- February 28, 2019
- March 7, 2019

**APPROVAL OF MANUAL CHECKS**

- March 8, 2019

**APPROVAL OF PAYROLL**

- February 21, 2019

**ANNOUNCEMENTS**

- Report if there are changes in the agenda if applicable

## RECOGNITION

- Janet Collier - 25 Years of Service

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

## PRESENTATIONS

1. 10:00 a.m. Angie Banks, Assessor
  - Split Ticket - Discussion/Action
  - Exonerations - Discussion/Action
2. 10:10 a.m. Gail Boober, Magistrate
  - Discuss additional space - Discussion/Action
3. 10:20 a.m. Ronda Eddy, Director
  - Approval of Community Corrections Grant - Discussion/Action
4. 10:35 a.m. Lynn Fields, Probate Office
  - Close the Estate of Gregory A. Corliss, deceased - Discussion/Action
5. 10:45 a.m. BREAK
6. 11:00 a.m. Public Hearing
  - FY2019 HOME Investment Partnership Program and approval of Resolution
  - Discussion/Action
7. 11:15 a.m. Nic Diehl, Executive Director, Jefferson County Development Authority
  - Report on JCDA Activities and Financials - Discussion/Action
8. 11:30 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 Board of Health septic tank permitting process and procedures - Discussion/Action
  - Discussion of Jefferson County Circuit Court Civil Action #18-C-108 - Discussion/Action

- Discussion of U.S. District Court (Northern District) Civil Action #3:18-CV-122 - Discussion/Action
- Discussion of Legal Memorandum re: JCDA - Discussion/Action

9. 12:00 p.m. Break for Lunch

#### NEW BUSINESS

10. Legislative Updates

11. JCDA Board Quorum - Discussion/Action (JT)

12. Amend ESA Budget Request - Discussion/Action (JT)

#### COUNTY ADMINISTRATOR REPORTS

- Discuss Policy/Procedures for Achievement/Recognition - Golden Rule - Discussion/Action
- Discuss FMLA Procedures - Discussion/Action

#### COUNTY COMMISSION REPORTS

#### ~~~~~ AFTERNOON SESSION ~~~~~

13. 1:30 p.m. Public Hearing - Amendment to the Impact Fees Procedures Ordinance

#### ~~~~~ EVENING SESSION ~~~~~

14. 6:00 p.m. Interviews for the Jefferson County Development Authority Board of Directors - Second Round (listed in alphabetical order)

- Marty Bakken (6:00 pm)
- Joy Bridy (6:10 pm)
- Lucas Cade (6:20 pm)
- Gary Davis (6:30 pm)
- Sean Fiego (unable to attend due to work travel commitment)
- Brandon Fisher (6:40 pm)
- Chris Gaidrich (6:50 pm)
- Bob Gillette (7:00 pm)
- Jennifer King (7:10 pm)
- Katherine Walsh Ryan (7:20 pm)
- Timothy Ross (7:30 pm)
- Michelle Sudduth (7:40 pm)
- Sheila Vertino (7:50 pm)

15. ADJOURN

## **CORRESPONDENCE/INFORMATION**

**Recognition of 25 years of service - Janet Collier, Maintenance Department.**

**Correspondence received from Matthew Harvey, Prosecuting Attorney regarding importance of David Boober employed as a crime analyst at the Jefferson County Sheriff's Office.**

**Notice of Public Hearing on Wednesday, March 13, 2019, at 6:00 p.m. regarding Budget FY20.**

**Notice of Special Session, Tuesday, April 16, 2019 at 9:30 a.m. regarding Lay the Levy.**

**Correspondence received from Wayne Bavry regarding zoning concerns.**

**Impact Fee Status Report for February, 2019.**

**Correspondence received from John B. McCuskey, State Auditor and Chief Inspector regarding an Independent Account's Report on Applying Agreed-Upon Procedures for Jefferson County Board of Education for the period of July 1, 2017 through November 1, 2018.**

**Correspondence received from John B. McCuskey, State Auditor and Chief Inspector regarding the apportion values of public utility property located within their county.**

**Correspondence received from Dennis Hatcher regarding Rockwool.**

**Correspondence received from Gavin Perry regarding Rockwool.**

***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.***