

AGENDA
JEFFERSON COUNTY COMMISSION
THIRD QUARTERLY SESSION - JULY - SEPTEMBER 2019
THURSDAY, AUGUST 15, 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

- August 1, 2019

APPROVAL OF REQUISITIONS

- August 15, 2019

APPROVAL OF ACCOUNTS PAYABLE

- August 8, 2019
- August 15, 2019

APPROVAL OF MANUAL CHECKS

- August 9, 2019
- August 16, 2019

APPROVAL OF PAYROLL

- August 8, 2019

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT (6:10 p.m. - 6:30 p.m)

PRESENTATIONS

1. 6:30 p.m. Angie Banks, Assessor
 - Exonerations - Discussion/Action
 - Split Tickets - Discussion/Action

2. 6:45 p.m. Roger Goodwin, Chief County Engineer
 - Chapel View Subdivision, Phase 2 (JCPC File No. 03-11) - Request for reimbursement of HOA engineering costs to complete site work - Discussion/Action

3. 7:00 p.m. Stephen S. Allen, Jefferson County Office of Homeland Security and Emergency Management - Director
 - Approval of the 2018 Jefferson County Emergency Operation Plan (EOP) - Discussion/Action

4. 7:15 p.m. Interviews and Appointments to the Regional Airport Authority - one three year term ending July 2, 2022 - Discussion/Action

5. 7:30 p.m. **BREAK**

6. 7:45 p.m. Lyn Goodwin, Interim Director
 - Consideration of Compensation Adjustment for JCDA Administrative Assistant - Discussion/Action

7. 7:45 p.m. Bill Polk, Maintenance Department
 - Request for Reclassification - Discussion/Action
 - Request for Approval to advertise a Request for Qualifications for Professional Architectural consulting firm to provide architectural and engineering design services for proposed office space in the 100 block of East Washington Street in Charles Town - Discussion/Action

8. 8:00 p.m. Nathan Cochran, Assistant Prosecuting Attorney
 - Discussion of renewal of County cable franchise agreement and related issues - Discussion/Action
 - Discussion of Jefferson County Circuit Court Civil Action #18-C-171 - Discussion/Action
 - Discussion of EEOC Charge #533-2017-00706 and 533-2019-01397 - Discussion/Action
 - Discussion of and communication with FEMA regarding potential resolution. U.S. District Court (Northern District) Civil Action #3:18-CV-122 - Discussion/Action
 - Discussion of Jefferson County Circuit Court Civil Action #19-P-69 -

Discussion/Action

- Discussion of Jefferson County Circuit Court Civil Action #19-AA-1 -

Discussion/Action

UNFINISHED BUSINESS

9. Discuss replacing JCDA Board member - Discussion/Action (PN)

NEW BUSINESS

10. Approval of 2019 Sheriff's Commission - Discussion/Action

COUNTY ADMINISTRATOR REPORTS

- Approval of Poorhouse Farm RFP - Discussion/Action
- Approval of Revision to Policy 305 - Discussion/Action
- Discussion of Payroll workflow and access to payroll information - Discussion/Action
- Discussion of Letter received from Millenium Insurance Group and access to Health Protected Information - Discussion/Action
- Discussion of adding a citizen member to the Broadband Planning Grant Team (RL) - Discussion/Action

COUNTY COMMISSION REPORTS

11. ADJOURN

CORRESPONDENCE/INFORMATION

Notice of Public Hearing, Thursday, August 29, 2019 at 11:00 a.m. regarding the proposed text amendment to the Jefferson County Zoning and Land Development Ordinance, File #ZTA19-02.

Impact Fee Status Report for July 2019.

Email received from Gavin Perry regarding Rockwool - Lagoons, sinkholes, groundwater contamination.

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.