

AGENDA
JEFFERSON COUNTY COMMISSION
FOURTH QUARTERLY SESSION - OCTOBER - DECEMBER 2019
THURSDAY, DECEMBER 5, 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

- November 21, 2019

APPROVAL OF REQUISITIONS

- December 5, 2019

APPROVAL OF ACCOUNTS PAYABLE

- November 27, 2019
- December 5, 2019

APPROVAL OF MANUAL CHECKS

- November 27, 2019
- December 6, 2019

APPROVAL OF PAYROLL

- November 27, 2019

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT (20 minutes)

PRESENTATIONS

1. 10:00 a.m. Ronald Fletcher, Chief Jefferson County Sheriff's Office and Michelle Gordon, Finance Director
 - Funding for retirement and benefits for 5 bailiffs - Discussion/Action
 - Reclassification of 3 bailiffs from part time to full time - Discussion/Action
 - Approval of FY20 General Fund - Internal Budget Revision 2 - Discussion/Action
2. 10:15 a.m. Michelle Gordon, Finance Director
 - Review of FY21 Budget Charge for Departments - Discussion/Action
3. 10:30 a.m. Dr. Terrence Reddy, Mr. John Bresland, and Ms. Gillian Beach, RS - Jefferson County Health Department
 - To advise the County Commission on the effects of Vaping and the Board of Health plans to update the Clean Indoor Air Regulation - Discussion/Action
4. 10:45 a.m. BREAK
5. 11:00 a.m. Annette Gavin Bates, Jefferson County Convention & Visitors Bureau
 - Presentation of the JCCVB's Annual Report - Discussion/Action
6. 11:15 a.m. Meredith Wait & Annette Gavin Bates - Shenandoah Horse Park & Agricultural Center
 - Presentation of the Shenandoah Horse Park & Ag. Center Feasibility Study - Discussion/Action
7. 11:30 a.m. Lynn Fields, Probate Office
 - Petition to Probate a Will in Solemn Form - Estate of Marian Virginia Washington, Deceased - Discussion/Action
8. 11:45 a.m. Nikki Painter, Voter & Elections
 - Review and possible update of the Emergency Absentee Ballot Policy for 2020 Primary Election - Discussion/Action
9. 12:00 p.m. Jennifer Brockman, Planning and Zoning
 - Requesting a total refund of the Minor Plat Change fee for Peter Corum - Discussion/Action

10. 12:15 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 Jefferson County Circuit Court Civil Action #19-P-69 - Discussion/Action
 - Discussion of WV Supreme Court #19-0412 (from Jefferson County Circuit Court Civil Action #17-C-282) - Discussion/Action
 - Discussion of EPA Administrative Complaint #04R-19-R3 - Discussion/Action
 - Discussion of Jefferson County Circuit Court Civil Action #19-AA-1 - Discussion/Action

UNFINISHED BUSINESS

11. Appointment to the Hagerstown Eastern Panhandle Metropolitan Planning Organization (HEPMPO) Municipality Representative - Discussion/Action
12. Appointment to the Jefferson County Development Authority - Represents the City of Ranson and Bolivar - Discussion/Action

NEW BUSINESS

13. Approval of the 2020 Holiday Schedule - Discussion/Action
14. Set date, time and location for the first regular meeting of 2020 - Discussion/Action

COUNTY ADMINISTRATOR REPORTS

COUNTY COMMISSION REPORTS

15. ADJOURN

CORRESPONDENCE/INFORMATION

Correspondence received from Comcast regarding price changes.

Correspondence received from ISO regarding the Public Protection Classification (PPC) survey with Middleway Fire Department.

Impact Fee Status Report for November 2019 received.

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.