

AGENDA
JEFFERSON COUNTY COMMISSION
FIRST QUARTERLY SESSION - JANUARY-MARCH 2020
THURSDAY, JANUARY 30, 2020
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 16, 2020 Regular Meeting

APPROVAL OF REQUISITIONS

- January 30, 2020

APPROVAL OF ACCOUNTS PAYABLE

- January 23, 2020
- January 30, 2020

APPROVAL OF MANUAL CHECKS

- January 24, 2020
- January 31, 2020

APPROVAL OF PAYROLL

- January 23, 2020

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT (20 minutes)

PRESENTATIONS

1. 10:00 a.m. Angela Banks, Assessor
- Exonerations - Discussion/Action

2. 10:15 a.m. Eric Lewis, Greenhouse Wellness WV Dispensaries, LLC
- Request for letter of endorsement for an application for medical cannabis dispensary license to be located in Jefferson County - Discussion/Action
3. 10:30 a.m. Interview/Appointment to the North Eastern Regional EMS, Inc. Board - one two-year term ending October 31, 2021 - Discussion/Action
4. 10:45 a.m. BREAK
5. 11:00 a.m. Lynn Fields, Probate
- Request approval of Quarterly Review and Petition to Probate in Solemn Form, Amended - Discussion/Action
- Removal of Executor in the Estates of Ada and James Hatchett - Discussion/Action
- Objection to Appointment and Petition for Removal of Administrator in the Estate of Dr. Kriesta Watson, deceased - Discussion/Action
6. 11:15 a.m. Laura Kuhn, Interim Director, Jefferson County Maintenance
- Approval of Temporary Custodial Employee and Work Agreement for Staffing Services from Choice Staffing, Inc. - Discussion/Action
8. 12:00 p.m. Nathan Cochran, Assistant Prosecuting Attorney
- Discussion of renewal of County cable franchise agreement, resolution of franchise fee audit, and related issues - 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 Jefferson County Circuit Court Civil Action #19-AA-1 - Discussion/Action
- Report by Counsel as previously assigned by Commission: creation of Jefferson County Fire Board, Jefferson County Emergency Ambulance Service Board, and organization of Jefferson County Emergency Services Agency, including potential structure, financial issues, and matters related thereto - Discussion/Action
9. 12:15 p.m. Break for Lunch

UNFINISHED BUSINESS

10. Decision - Zoning Map Amendment (rezoning) for the property designated as Tax District: Middleway (07); Tax Map: 2; Parcel: 1.3. The property is located on the southeast corner of Coast Guard Drive and Charles Town Road, near the Jefferson and Berkeley County lines. The property owner is Murall Limited Partnership. Public hearing held 12/19/2019 - Discussion/Action

NEW BUSINESS

11. Amendment to Emergency Services Ordinance to add an additional "citizen" voting member to JCESA Board - Discussion/Action (JT)
12. Legislative Updates

FINANCIAL DIRECTOR REPORTS

COUNTY ADMINISTRATOR REPORTS

- Policy 319: Financial System Access and Approval Policy

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**

**CORRESPONDENCE/INFORMATION**

Notice of FY21 Budget Forum

"Rockwool's Stormwater Pond Design, Construction Deficiencies, and Groundwater Contamination" written & submitted by Gavin Perry, resident

*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.*