

**AGENDA**  
**JEFFERSON COUNTY COMMISSION**  
**FIRST QUARTERLY SESSION - JANUARY-MARCH 2020**  
**THURSDAY, MARCH 19, 2020**  
**6:00 P.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**

- March 5, 2020 - Regular Meeting

**APPROVAL OF REQUISITIONS**

- March 19, 2020

**APPROVAL OF ACCOUNTS PAYABLE**

- March 12, 2020
- March 19, 2020

**APPROVAL OF MANUAL CHECKS**

- March 13, 2020
- March 20, 2020

**APPROVAL OF PAYROLL**

- March 5, 2020

**ANNOUNCEMENTS**

- Report if there are changes in the agenda if applicable

**PUBLIC COMMENT** (20 minutes)

## PRESENTATIONS

1. 6:30 p.m. Public Hearing - Budget FY2021
2. 6:45 p.m. Stephen S. Allen, Director, Jefferson County Homeland Security and Emergency Management
  - 2018 EMPG application and request for payment - Discussion/Action
  - Regional COVID-19 update from Dr. Terrence Reidy, Jefferson County Health Department
  - Update from JCHSEM Director regarding COVID-19 county planning efforts
3. 7:00 p.m. Matthew Harvey, Prosecuting Attorney
  - Approval of new-hire, Kristina Shipley - part-time Victim Advocate position - Discussion/Action
4. 7:15 p.m. Debra Young, Jefferson County Victim Assistance Program
  - Approval of 2020-2021 VOCA Grant Application - Discussion/Action
5. 7:30 p.m. BREAK
6. 7:45 p.m. Elizabeth Wheeler, Director of the Jefferson County Farmland Protection Board
  - Approval of purchase of one Agricultural Conservation Easement - Discussion/Action
7. 8:00 p.m. Jeffrey A. Polczynski, ENP-Director of Communications
  - Resolution - 9-1-1 Public Safety Telecommunications as First Responders - Discussion/Action
  - Appointment Requests - Five Full-Time Public Safety Dispatchers - Discussion/Action
8. 8:15 p.m. Appointments to the following:
  - Water Advisory Committee - two three year terms ending January 31, 2023 - Discussion/Action
  - Property Safety Enforcement Agency - two two-year terms ending February 8, 2022 - Discussion/Action
  - Eastern Panhandle Transit Authority - two three-year terms ending January 31, 2023 - Discussion/Action
9. 8:30 p.m. Stacie Rohn, Boys & Girls Club of the Eastern Panhandle
  - Jefferson County Club Update and request for funding support - Discussion/Action
10. 8:45 p.m. Doug Estopp, West Virginia Mine Wars Museum, Coal Country Tours
  - Request donation or loan of the old jail cells that were removed from the Old Jefferson County Jail during restoration - Discussion/Action

11. 9:00 p.m. Christina M. Vogt, Eastern Panhandle NOW  
- Support of Proclamation to make every March West Virginia Women in History Month - Discussion/Action
12. 9:15 p.m. Christine Wimer, The Sunshine Petition
13. 9:30 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 WV Supreme Court #20-0012 (from 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  
- Discussion of Jefferson County Circuit Court Civil Action #17-C-174 - Discussion/Action  
- Discussion of Jefferson County Circuit Court Civil Action #20-C-26 - Discussion/Action

#### **NEW BUSINESS**

14. Legislative Updates
15. USDA updates crop yields based on farming history - Required to be signed by landowner not the producer - Discussion/Action
16. Approval of FY2021 Budget - Discussion/Action

#### **COUNTY ADMINISTRATOR REPORTS**

- Discussion and update regarding Department Heads/Elected Officials COVID-19 meeting - Discussion/Action

#### **COUNTY COMMISSION REPORTS**

17. ADJOURN

**CORRESPONDENCE/INFORMATION**

**Notice of Intent to Appoint to the Jefferson County Planning Commission**

**Notice of Intent to Appoint to the Jefferson County Development Authority**

*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.*