

Minutes

Jefferson County Commission

Thursday, April 30, 2020

A meeting of the Jefferson County Commission was held on Thursday, April 30, 2020 during the second quarterly session at 9:30 a.m. The meeting was held via GoToWebinar. Present were Commissioners Jane Tabb, President, Patricia Noland, Ralph Lorenzetti, Caleb Judson, and Josh Compton.. Also present were Stephanie Grove, County Administrator; Sandy McDonald, Deputy County Administrator. (The archived meeting of the Thursday, April 30, 2020 meeting is available on the Jefferson County Commission website.)

PLEDGE OF ALLEGIANCE

Commissioner Lorenzetti led the Pledge of Allegiance.

APPROVAL OF REQUISITIONS

Motion by Ms. Noland to approve the Requisition for April 30, 2020 in the amount of \$83,268.65 to include requisition no. 20039, 20042, 20046, and 20041. Motion seconded and unanimously approved.

APPROVAL OF ACCOUNTS PAYABLE

CHECK #	VENDOR NAME	AMOUNT
83182	AHA-ARTS & HUMANITIES ALLIANCE	\$ 180.46
83183	AMERIFLEX	\$ 121.60
83184	BUREAU OF CHILD SUPPORT	\$ 248.31
83185	CACH LLC	\$ 282.59
83186	CASTO & HARRIS INC	\$ 1,341.54
83187	COMPTROLLER OF MARYLAND	\$ 1,701.19
83188	DR. ROBERT E JONES III	\$ 1,000.00
83189	EFTPS IRS TAXES	\$ 100,230.91
83190	EMPOWER RETIREMENT	\$ 2,630.00
83191	ESS ELECTION SYSTEMS & SOFTWARE	\$ 1,912.50
83192	FEDEX	\$ 334.43

83193	FIDELITY POWER SYSTEMS	\$ 4,059.75
83194	GUTTMAN OIL CO	\$ 1,515.91
83195	JEFFERSON COUNTY HISTORIC LANDMARKS COMMISSION	\$ 267.22
83196	JEFFERSON CO CONVENTION AND VISITORS BUREAU	\$ 4,511.59
83197	JEFF CO PARKS & RECREATION COMMISSION	\$ 4,063.90
83198	JEFFERSON SECURITY BANK	\$ 4,900.00
83199	P/R DEDUCTION	\$ 832.67
83200	LANGUAGE LINE SERVICES	\$ 186.37
83201	P/R DEDUCTION	\$ 431.48
83202	P/R DEDUCTION	\$ 1,916.85
83203	MILLERS SUPPLIES AT WORK	\$ 53.26
83204	NETMOTION	\$ 533.54
83205	NATIONWIDE RETIREMENT SOLUTIONS	\$ 849.00
83206	JEFFERSON CO DEMOCRATIC ASSOC	\$ 50.00
83207	SENCOMMUNICATIONS LLC	\$ 400.00
83208	TOWN OF BOLIVAR	\$ 71.15
83209	WV ASSOCIATION OF CIRCUIT CLERK	\$ 100.00
83210	WV DEPUTY SHERIFF RETIREMENT SYSTEM	\$ 16,305.30
83211	WV PUBLIC EMPLOYEE RETIREMENT SYSTEM	\$ 45,864.17
83212	WV PUBLIC EMPLOYEE RETIREMENT SYSTEM	\$ 500.00
83213	WV STATE TAX DEPARTMENT	\$ 51,430.12
83214	XEROX FINANCIAL SERVICES	\$ 249.81
83215	JEFFERSON DAY REPORT	\$ 1,532.30
TOTAL		\$ 250,607.92

Motion by Ms. Noland to approve the Accounts Payable for April 30, 2020 in the amount of \$250,607.92. Motion seconded and unanimously approved.

APPROVAL OF MANUAL CHECKS

CHECK #	VENDOR NAME	AMOUNT
83180	US POSTAL SERVICE	\$ 20,000.00

Motion by Ms. Tabb to approve the Manual Check for April 24, 2020 in the amount of \$20,000.00 and to ratify the approval on the May 7, 2020 agenda. Motion seconded and unanimously approved.

APPROVAL OF PAYROLL

Motion by Ms. Noland to approve the Payroll for April 16, 2020 in the amount of \$256,566.73. Motion seconded and unanimously approved.

PUBLIC COMMENT

Public comment was received by David Tabb by email.

Please refer to the archived meetings on the jeffersoncountywv.org website to listen to public comment.

PRESENTATIONS

1. Angie Banks, Assessor requested the approval of the following Exonerations:

NAME	TYPE	DISTRICT	TICKET NO.	AMOUNT
Rebecca & Gary Williams	PP	KD	311516	\$930.44

- **Motion by Mr. Compton to approve the Exoneration for Ticket No. 311516 as presented. Motion seconded and unanimously approved.**

NAME	TYPE	DISTRICT	TICKET NO.	AMOUNT
Michael A & Tracey Crowell	PP	SD	315883	\$136.83

- **Motion by Ms. Tabb to approve the Exoneration for Ticket No. 315883 as presented. Motion seconded and unanimously approved.**

NAME	TYPE	DISTRICT	TICKET NO.	AMOUNT
Heather M. Puller	RP	RC	25343	\$1,145.73

- **Motion by Ms. Noland to approve the Exoneration for Ticket No. 25343 as presented. Motion seconded and unanimously approved.**
2. Elizabeth Wheeler, Director, Jefferson County Farmland Protection Board – requested the approval of the purchase of two Agricultural Easements
- **Motion by Ms. Noland to approve the purchase by the Jefferson County Farmland Protection Board for the Jefferson County Farmland Protection Program and the Natural Resources Conservation Service of one conservation easement on the property in Jefferson County owned by Borden Farm, LLC (Property HHH). Motion seconded and unanimously approved.**
 - **Motion by Ms. Noland to approve the purchase by the Jefferson County Farmland Protection Board for the Jefferson County Farmland Protection Program and the Natural Resources Conservation Service of one conservation easement on the property in Jefferson County owned by Darlene W. Quinn, Carolyn W. Voges, and Rick E. Ware (property JJJ). Motion seconded and unanimously approved.**
3. Darlene Truman, Community Alternative to Violence.
- **Motion by Ms. Noland to approve a grant for CAV in the amount of \$5,000 and to come from the COVID-19 funding so that a Licensed Battered Intervention Program will be available to the Judicial System. Motion was seconded and passed unanimously.**
4. Stephanie Grove, County Administrator reports:
- a) Discuss Jefferson County Declaration and related issues.
- **Motion by Ms. Noland to extend the Jefferson County Declaration until May 15, 2020**
 - **Motion by Ms. Noland that the Commission determines that marriage license are considered non-essential services and the Clerk of the County Commission can continue to handle them as she has been doing. Motion was seconded and passed unanimously.**
- b) Discussion of \$100,000 Block Grant

Stephanie Grove, County Administrator will contact the municipalities and component units and other agencies and ask what their losses have been and then bring that back to the County Commission so they can decide how to use the money.

c) Formation of Jefferson County COVID-19 Response Task Force

- **Motion by Ms. Noland to authorize Stephanie Grove, County Administrator to create a task force made up of representatives from the Health Department, Jefferson County Development Authority, representatives from each Municipality. Motion was seconded and unanimously passed.**

d) Update on CVB Project

5. Nathan Cochran, Assistant Prosecuting Attorney

1. Discussion of renewal of County cable franchise agreement, resolution of franchise fee audit, and related issues. Discussion/Action.
2. Discussion of EEOC Charge #533-2017-00706 & #533-2019-01397. Discussion/Action.
3. Discussion of Jefferson County Circuit Court Civil Action #19-P-69. Discussion/Action.
4. Discussion of WV Supreme Court #19-0412 (from Jefferson County Circuit Court Civil Action #17-C-282). Discussion/Action.
5. Discussion of WV Supreme Court #20-0012 (from Jefferson County Circuit Court Civil Action #19-AA-1). Discussion/Action.
6. 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.
7. Discussion of Jefferson County Circuit Court Civil Action #17-C-174. Discussion/Action.
8. Discussion of Jefferson County Circuit Court Civil Action #20-C-26. Discussion/Action.
9. Review and report on aspects of county policies and local government/component/agency/department involvement based on C-19 crisis – Discussion/Action.

- **Motion by Ms. Tabb to enter into Executive Session to receive legal counsel concerning in reference to an issue with E911. Motion was seconded and passed unanimously.**

- **Motion by Ms. Noland to come out of Executive Session. Motion was seconded and passed unanimously**

6. The Commission adjourned at 11:15 a.m. on a motion by Ms. Noland. Motion was seconded and unanimously approved.

Jane M. Tabb, PRESIDENT

Respectfully submitted
Sandy S. McDonald
Deputy County Administrator