

Minutes

Jefferson County Commission

Thursday, September 17, 2020

A meeting of the Jefferson County Commission was held on Thursday, September 17, 2020 during the third quarterly session at 6:00 p.m. The meeting was held via GoToWebinar. Present were Commissioners Jane Tabb, President, Patricia Noland, Ralph Lorenzetti, Caleb Hudson, and Josh Compton. Also present were Stephanie Grove, County Administrator; Sandy McDonald, Deputy County Administrator, and Jessica Carroll, Executive Administrative Assistant (The archived meeting of the Thursday, September 17, 2020 meeting is available on the Jefferson County Commission website.)

PLEDGE OF ALLEGIANCE

Commissioner Noland led the Pledge of Allegiance.

APPROVAL OF ACCOUNTS PAYABLE

CHECK#		VENDOR NAME		AMOUNT
83724		MONROE SYSTEMS FOR BUSINESS		\$ 217.76
83725		THE JOURNAL		\$ 208.00
83726		84 LUMBER		\$ 1,814.89
83727		ALEXANDRA BEAULIEU		\$ 302.65
83728		AMERIFLEX		\$ 128.00
83729		AMERIFLEX		\$ 185.00
83730		BOLAND TRANE SERVICES INC		\$ 1,771.00
83731		BONDED APPLICATORS OF MD INC		\$ 1,696.00
83732		CAPITAL LIGHTING & SUPPLIES LLC		\$ 119.82
83733		COLONIAL LIFE		\$ 163.20
83734		DS SERVICES STANDARD		\$ 87.69
83735		DELTA DENTAL OF WV		\$ 6,851.34
83736		FIFTH THIRD BANK		\$ 86,298.04
83737		GARY DUNGAN		\$ 100.00
83738		GUTTMAN OIL CO		\$ 2,822.32

83739	JASON MICKEY	\$ 62.15
83740	KATHRYN KING	\$ 2,370.64
83741	LEIGH KOONCE	\$ 100.00
83742	MILLER'S SUPPLIES AT WORK	\$ 694.85
83743	PANHANDLE PRINTING & DESIGN	\$ 427.07
83744	PATRICIA A NOLAND	\$ 128.39
83745	R.E. MICHEL CO. LLC	\$ 507.79
83746	RETIREE HEALTH BENEFIT TRUST	\$ 8,392.00
83747	RICE TIRES CO	\$ 522.96
83748	SHERIFF OF JEFFERSON COUNTY	\$ 104.06
83749	SHERIFF OF JEFFERSON COUNTY	\$ 55.84
83750	SHERWIN-WILLIAMS	\$ 60.49
83751	THE HARTFORD	\$ 3,609.38
83752	THE HARTFORD	\$ 2,393.95
83753	WV REGIONAL JAIL & CORRECTION FACILITY AUTH	\$ 61,953.00
83754	WV TREASURY	\$ 4,800.00
TOTAL		\$ 188,948.28

Motion by Mr. Compton to approve the Accounts Payable for September 10, 2020 in the amount of \$188,948.28. Motion seconded and unanimously approved.

CHECK#	VENDOR NAME	AMOUNT
83755	SHERIFF OF JEFFERSON CO - AMBULANCE	\$ 15,000.00
83757	ADAM WARD	\$ 1,287.23
83758	AMANDA MASTERS	\$ 54.64
83759	ANGELA L BANKS	\$ 82.75
83760	BUREAU OF CHILD SUPPORT	\$ 248.31
83761	CACH LLC	\$ 276.76
83762	COMPTROLLER OF MARYLAND	\$ 1,387.44
83763	CRYSTAL SPRING	\$ 46.31
83764	DEBRA A YOUNG	\$ 1,020.17
83765	EFTPS IRS TAXES	\$ 97,046.44
83766	EMILY MORROW	\$ 101.20
83767	EMPOWER RETIREMENT	\$ 5,266.83
83768	GUTTMAN OIL CO	\$ 4,703.12
83769	JEFFERSON CO EMERGENCY SERVICES AGENCY	\$ 13,789.76
83770	JEFFERSON SECURITY BANK	\$ 4,620.00
83771	LECTOR DENISE RIDEOUTT	\$ 176.13

83772		MAZZITTI & SULLIVAN EAP	\$	936.00
83773		MILLER'S SUPPLIES AT WORK	\$	271.69
83774		MONROE SYSTEMS FOR BUSINESS	\$	82.47
83775		NATIONWIDE RETIREMENT SOLUTIONS	\$	849.00
83776		RHONDA WILLINGHAM	\$	82.75
83777		ANDREA JODEIT	\$	239.10
83778		SHENTEL	\$	1,832.65
83779		SOFTWARE SYSTEMS INC	\$	2,408.00
83780		SPECIALTY BUSINESS SUPPLIES	\$	46.25
83781		THE CHAPMAN PRINTING COMPANY	\$	16.43
83782		US POSTAL SERVICE	\$	20,000.00
83783		VA DEPT OF TAXATION	\$	1,053.64
83784		WV DEPUTY SHERIFF RETIREMENT SYSTEM	\$	15,928.53
83785		WV PUBLIC EMPLOYEE RETIREMENT SYSTEM	\$	46,328.01
83786		WV STATE TAX DEPARTMENT	\$	35,107.77
83787		XEROX CORPORATION	\$	3,387.40
83788		XEROX FINANCIAL SERVICES	\$	249.81
83789		JEFFERSON CO EMERGENCY SERVICES AGENCY	\$	200,000.00
83790		TYLER TECH	\$	1,956.00
83791		JEFFERSON CO - GENERAL SCHOOL-004	\$	15,971.80
TOTAL				491,854.39

Motion by Ms. Tabb to approve the Accounts Payable for September 17, 2020 in the amount of \$491,854.39. Motion seconded and unanimously approved.

APPROVAL OF MANUAL CHECKS

MANUAL CHECKS				
Check#	Fund	VENDOR		Amount
708	HD/8	ATTENTI	\$	3,727.20
709	HD/8	FIFTH THIRD BANK	\$	57.56
825	AV/56	COMMERCIAL PRESS	\$	572.50
826	AV/56	FIFTH THIRD BANK	\$	866.47
827	AV/56	PRINT-O-STAT	\$	418.00
828	AV/56	SEGRA	\$	616.00
TOTAL			\$	6,257.73

Motion by Mr. Compton to approve the Manual Checks for September 11, 2020 in the amount of \$6,257.73. Motion seconded and unanimously approved.

MANUAL CHECKS				
Check#	Fund	VENDOR		Amount
829	AV/56	DLT SOLT.		613.8
830	AV/56	THE JOURNAL		\$ 480.00
329	FP/57	JEFFERSON CO FARMLAND PROT.		\$ 108,237.80
293	DK/O3	SHERIFF OF JEFFERSON CO		\$ 1,328.27
1249	IP/249	SHERIFF JEFFERSON CO -SCHOOL		\$ 270,987.10
1250	IP/249	SHERIFF JEFFERSON CO - LAW		\$ 2,464.61
1251	IP/249	SHERIFF JEFFERSON CO - PARKS		\$ 22,161.24
1252	IP/249	SHERIFF JEFFERSON CO - EMS		\$ 2,422.61
118	IP/249	TISCHLERBISE INC.		\$ 4,280.00
109	IP/249	TISCHLERBISE INC.		\$ 4,240.00
140	IP/249	TISCHLERBISE INC.		\$ 3,395.00
132	IP/249	TISCHLERBISE INC.		\$ 5,200.00
133	IP/249	JEFF CO PARKS & REC		\$ 50,000.00
TOTAL				\$ 475,810.43

Motion by Mr. Lorenzetti to approve the Manual Checks for September 18, 2020 in the amount of \$475,810.43. Motion seconded and unanimously approved.

PAYROLL APPROVAL

Motion by Ms. Tabb to approve the Payroll for September 3, 2020 \$283,250.81. Motion seconded and unanimously approved.

PUBLIC COMMENT

Public comment was received by David Tabb (via e-mail).

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
Louisa Sonnik	PP	CTD	304407	\$127.46

- **Motion by Mr. Compton to approve the Exoneration for Ticket No. 304407 as presented. Motion seconded and unanimously approved.**

NAME	TYPE	DISTRICT	TICKET NO.	AMOUNT
Paul and Beth Beam	PP	SD	315521	\$694.18

- **Motion by Ms. Noland to approve the Exoneration for Ticket No. 315521 as presented. Motion seconded and unanimously approved.**

2. Earl Cogle, Fire Chief, Blue Ridge Mountain Fire Company – requested a waiver of fees.

- **Motion by Mr. Compton to waive all building permit fees required by the Department of Engineering, Planning, and Zoning associated with the processing of the interior renovation in the amount of \$559.00. Motion seconded and unanimously approved.**

3. Interviews and Appointments to the Jefferson County Farmland Protection Board – three four-year terms ending September 7, 2024

- **Motion by Ms. Tabb to reappoint Catharine Johnson to the Jefferson County Farmland Protection Board as the Farm Bureau representative for a four-year term ending September 7, 2024. Motion seconded and unanimously approved.**
- **Motion by Ms. Tabb to reappoint Robert Glenn to the Jefferson County Farmland Protection Board as the Non-Famer representative for a four-**

year term ending September 7, 2024. Motion seconded and unanimously approved.

- **Motion by Ms. Noland to appoint Dr. Glen Hetzel to the Jefferson County Farmland Protection Board as the Farmer-at-Large for a four-year term ending September 7, 2024. Motion seconded and unanimously approved.**

4. Lynn Fields, Probate

- Estate of Geraldine W. Bolyard: Counsel for the Estate is requested that the Commission compel Fiduciary Commissioner, David DeJrnett, to prepare and present his report to the Commission in order to finalize the Estate
- Estate of Frances P. Rampp: Current administrator cta, Joseph Rampp wishes to step down and have sister, Charis Tawney, appointed as executor of the Estate
- Accept/Approve Fiduciary Commissioner's Report

- **Motion by Ms. Tabb to convene as a Fiduciary Review Board. Motion seconded and unanimously approved.**

- The Commission provided unanimous consent to allow Mr. Cochran to contact Mr. David DeJarnett, Fiduciary Commissioner, regarding his presentation of the Fiduciary Report in the Estate of Geraldine W. Bolyard to the County Commission in order to finalize the estate.

- **Motion by Ms. Noland to allow Joseph Rampp to recuse himself as current administrator in the estate of Frances P. Rampp, deceased, and appoint Charis Tawney as executor of the Estate, as presented. Motion seconded and unanimously approved.**

- **Motion by Ms. Tabb to approve Mr. Frank Hill's Fiduciary Commissioner Report on the Estate of James Hatchett and allow Mr. Hill to step down as Fiduciary Commissioner and be replaced by the appointment of Mr. John Dorsey. Motion seconded and unanimously approved.**

- **Motion by Ms. Noland to adjourn as a Fiduciary Review Board. Motion seconded and unanimously approved.**

5. 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 & #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 of Jefferson County Circuit Court Civil Action #17-C-174. Discussion/Action.
 - Discussion of Jefferson County Circuit Court Civil Action #20-C-20. Discussion/Action.
 - Discussion of legal issues regarding proposed solar text amendment including bonding and related matters – Discussion/Action
 - Discussion of legal issues regarding proposed solar text amendment including bonding and related matters – Discussion/Action
 - Discussion of Department of Interior inquiry of Historic Landmarks Commission activity for docket no. PCRNPS-04-20 – Discussion/Action
- **Motion by Ms. Tabb to enter into Executive Session to receive legal advice regarding issues concerning the Jefferson County Emergency Services Agency Board and a discussion of the Department of Interior inquiry of Historic Landmarks Commission activity for docket number PCRNPS-04-20. Motion seconded and unanimously approved.**
 - **Motion by Ms. Tabb to reconvene in Regular Session. Motion seconded and unanimously approved.**

6. Pete Dougherty, Sheriff

- GHSP Grant Approval
- **Motion by Ms. Noland to approve the grant application and resolution for the Governor’s Highway Safety Grant and authorize the President to affix her signature to the appropriate documents. Motion seconded and unanimously approved.**

- Vehicle Purchases and Disposal
 - **Motion by Ms. Noland to authorize the Sheriff the purchase the four vehicles requested and within the previously approved budget.**

NEW BUSINESS

7. Discuss possible work session for the Solar Facilities Amendment and Stormwater Management Amendment – it was the consensus of the Commission to conduct another work session regarding the Solar Facilities Amendment and Stormwater Management Amendment on Friday, September 25, 2020 at 9:30 am via GoToWebinar.

COUNTY ADMINISTRATOR REPORTS

- Payment of COVID-19 testing for E-9-1-1 dispatchers
 - **Motion by Ms. Tabb to authorize Ms. Grove to pay for the COVID-19 test costs accrued by the E-911 Public Safety Dispatchers. Motion seconded and unanimously approved.**
- 8. The Commission adjourned at 8:02 p.m. on a motion by Ms. Noland. Motion was seconded and unanimously approved.

Jane M. Tabb, PRESIDENT

Respectfully submitted
Jessica Carroll
Executive Administrative Assistant