

AGENDA
JEFFERSON COUNTY COMMISSION
FOURTH QUARTERLY SESSION - OCTOBER - DECEMBER 2020
THURSDAY, OCTOBER 29, 2020
9:30 A.M.

County Commission Meeting Room
located at the Old Charles Town Library
200 E. Washington Street, Charles Town, WV

***This meeting will NOT be a LIVE broadcast on our website. Instead, it will be accessible live through GoToWebinar. Invites will be posted on Facebook and email alerts.*

CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

- October 15, 2020 - Regular Meeting

APPROVAL OF REQUISITIONS

- October 29, 2020

APPROVAL OF ACCOUNTS PAYABLE

- October 15, 2020
- October 22, 2020
- October 29, 2020

APPROVAL OF MANUAL CHECKS

- October 16, 2020
- October 23, 2020
- October 30, 2020

APPROVAL OF PAYROLL

- October 5, 2020

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

*** You may participate in public comment during the virtual meeting by raising your hand. Please submit comments via email to info@jeffersoncountywv.org. Your comments will be included in the minutes and agenda correspondence. Please include your name.*

PRESENTATIONS

- 1. 9:45 a.m. Angela Banks, Assessor
- Exonerations - Discussion/Action**
- 2. 10:00 a.m. Pete Dougherty, Sheriff
- Grant Awards - Discussion/Action
- Vehicle Donation - Discussion/Action
- Bolivar Agreement - Discussion/Action
- Sheriff's Office Staffing - Discussion/Action**
- 3. 10:15 a.m. Eric Anderson, Executive Director, American Red Cross of the Greater Shenandoah Valley
- Request to continue utilizing Wiltshire Road property for Red Cross disaster resources - Discussion/Action**
- 4. 10:30 a.m. Chad Wallen, GORDON Associates
- Sheetz Zoning Map Amendment: Request for a public hearing and referral to Planning Commission to review zoning amendment request for the 5.4 acre property identified in Shepherdstown District (9), Map Number 8, Parcel 13, 15.2 and portions of 10.2 and 14 - Discussion/Action**
- 5. 10:45 a.m. Interviews/Appointments to the Jefferson County Board of Zoning Appeals
- One BZA Alternate Position expiring January 1, 2021; January 1, 2022; or January 1, 2023 - Discussion/Action**
- 6. 11:00 a.m. Jennifer Myers and David Hill, Jefferson County Parks and Recreation
- Update on the JCPRC Financial Status due to COVID-19 - Discussion/Action**
- 7. 11:15 a.m. Roger Goodwin and Todd Fagan, Department of Planning, Zoning & Engineering
- Approval of State Records Management and Preservation Board Grant Application - Discussion/Action**
- 8. 11:30 a.m. Alex Beaulieu, Zoning Administrator
- Request total refund of zoning variance fee for Nicholas Derrick - Discussion/Action
- Recommendation from the Planning Commission regarding the proposed text amendment to the Zoning Ordinance regarding Drive Through**

Restaurants (ZTA20-02), and to request that the County Commission Schedule a public hearing. The draft amendment proposes to change the classification for Drive-Through Restaurants in the Residential-Light Industrial-Commercial zoning district from Conditional Use (CU) to Permitted Use (P). The text amendment proposes revisions to Article 5 District Regulations; Section 5.8C.3 Residential-Light Industrial-Commercial (R-LI-C) District; and Appendix C Principal Permitted and Conditional Uses Table - Discussion/Action

- Recommendation from the Planning Commission regarding the proposed text amendment to the Zoning Ordinance regarding Commercial Cemeteries (File #ZTA20-01), and to request that the County Commission schedule a Public Hearing in accordance with WV Code 8A. The draft amendment proposes to allow Commercial Cemeteries to process as a Conditional Use in the Rural zoning district, and a Principal Permitted Use (by right) in the Residential-Light Industrial-Commercial and Industrial Commercial zoning districts. The text amendment proposes revisions to Article 2 Definitions; Article 8 Supplemental Use Regulations (creation of Section 8.21 Commercial Cemeteries); and Appendix C Principal Permitted and Conditional Uses Table - Discussion/Action

9. 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 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-20 - 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 number PCRNPS-04-20 - Discussion/Action
- Discussion with Counsel regarding Charles Town City Council changes to Article 147 - Discussion/Action
- Review and amendment of policing agreement with Bolivar - Discussion/Action

COUNTY ADMINISTRATOR REPORTS

- Revision of Policies 204 and 217 - Discussion/Action
- Approval of Parks and Recreation Building Permits - Discussion/Action

COUNTY COMMISSION REPORTS

QUARTERLY REPORTS

- Jefferson County Historic Landmarks Commission
- Jefferson County Office of Planning and Zoning

10. ADJOURN

CORRESPONDENCE/INFORMATION

Correspondence regarding Halloween Activities During COVID-19 received from the Jefferson County Health Department.

Public Comment received from David Tabb regarding the October 15, 2020 meeting.

Minutes from September 11, 2020 received from the Harpers Ferry/Bolivar PSD.

Impact Fee Status Report for September, 2020 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.