

**AGENDA**  
**JEFFERSON COUNTY COMMISSION**  
**FOURTH QUARTERLY SESSION - OCTOBER - DECEMBER 2020**  
**THURSDAY, NOVEMBER 5, 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.*

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**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES**

- **October 29, 2020 - Regular Meeting**

**APPROVAL OF REQUISITIONS**

- **November 5, 2020**

**APPROVAL OF ACCOUNTS PAYABLE**

- **November 5, 2020**

**APPROVAL OF MANUAL CHECKS**

- **November 6, 2020**

**APPROVAL OF PAYROLL**

- **October 29, 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](mailto:info@jeffersoncountywv.org). Your comments will be included in the minutes and agenda correspondence. Please include your name.*

## **PRESENTATIONS**

- 1. 9:45 a.m. Angie Banks, Assessor**
  - Leave Donation Approval for Employee in Assessor's Office - Possible Executive Session - Discussion/Action
  
- 2. 10:00 a.m. Pete Dougherty, Sheriff**
  - New Hires - Discussion/Action
  - Vehicle Donation - Discussion/Action
  - Reserve Deputy - Discussion/Action
  
- 3. 10:15 a.m. Michelle Gordon, Finance Director**
  - Discussion of Employee Performance Appraisal for a specific employee - Possible Executive Session - Discussion/Action
  
- 4. 10:30 a.m. Lynn Fields, Probate**
  - Approve Fiduciary Commissioner's report on the Estate of Geraldine Bolyard - Discussion/Action
  - Approve and close the estate of Mary Isabelle Ebersole, deceased - Discussion/Action
  
- 5. 10:45 a.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
- Report by counsel on opioid case. (Jefferson County Commission v. Purdue Pharmaceutical, et al. US District Court, Northern District of West Virginia, Civil Action #1:17-OP-45170) - Discussion/Action

**OLD BUSINESS**

6. Discussion regarding the JCPRC Financial Status due to COVID-19 - Discussion/Action

**NEW BUSINESS**

7. Discuss County Commission meetings in December, 2020 due to holiday on Thursday, December 31, 2020 - Discussion/Action
8. Discuss County Commission meetings - In person or continue virtual meetings - Discussion/Action

**COUNTY ADMINISTRATOR REPORTS**

- Revision of Policies 204 and 217 - Discussion/Action

**COUNTY COMMISSION REPORTS**

9. ADJOURN

**CORRESPONDENCE/INFORMATION**

General Election Canvass, November 9, 2020.

Impact Fee Status Report, October 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.*