

**REVISED AGENDA**

**JEFFERSON COUNTY COMMISSION  
FOURTH QUARTERLY SESSION - OCTOBER - DECEMBER 2020  
THURSDAY, NOVEMBER 19, 2020  
6:00 P.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 1, 2020 - Amended Minutes - Regular Meeting**

**APPROVAL OF ACCOUNTS PAYABLE**

- **November 12, 2020**
- **November 19, 2020**

**APPROVAL OF MANUAL CHECKS**

- **November 13, 2020**
- **November 20, 2020**

**APPROVAL OF PAYROLL**

- **November 12, 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. 6:15 p.m. Pete Dougherty, Sheriff  
- Deputy Annual Leave Accrual Maximums - Discussion/Action
2. 6:30 p.m. Daniel L. Lutz, Jr.  
- Discuss interest in the 2022 Centennial of the Miners' Trials - Discussion/Action
3. 6:45 p.m. Dennis Jarvis, II, Jefferson County Development Authority  
- Request the process of advertising the position of Office Manager due to retirement - Discussion/Action
4. 7:00 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 Council changes to Article 147 - Discussion/Action
  - Discussion of Jefferson County Circuit Court Civil Action #20-C-125 - Discussion/Action

## **NEW BUSINESS**

5. Acknowledgment of the “Assessor’s additional duties” as delineated in WV Code 7-7-6b - Discussion/Action
6. Certification of the 2020 General Election Results - Discussion/Action

## **COUNTY ADMINISTRATOR REPORTS**

- Discuss Governor’s Order 77-20 - Discussion/Action
- Discuss expansion of telework in response to increase of COVID cases - Discussion/Action
- Discuss Task Force letter to Governor regarding COVID funding for small businesses - Discussion/Action

## **COUNTY COMMISSION REPORTS**

7. ADJOURN

## **CORRESPONDENCE/INFORMATION**

Notice of Public Hearing on December 3, 2020 at 1:30 p.m. - Proposed text amendment to the Jefferson County Zoning and Land Development Ordinance to create provisions to allow Commercial Cemeteries to process as a Conditions Use in the Rural zoning district.

Notice of Public Hearing on December 3, 2020 at 1:45 p.m. - Proposed text amendment to the Jefferson County Zoning and Land Development Ordinance to change the classification for Drive-Through Restaurants in the Residential-Light Industrial-Commercial (RLIC) zoning district from Conditional Use (CU) to Permitted Use (P).

Notice of Public Hearing on December 3, 2020 at 2:00 p.m. - Regarding Zoning Map Amendment (rezoning) for the property designated as Tax District: Shepherdstown (09); Tax Map: 8; Parcels: 10.2, 13, 14, & 15.2.

Correspondence received from Christine Marshall regarding the Zoning Text Amendment on Commercial Cemeteries to process as a Conditions Use in the Rural zoning district

Administrative Order EE-20-34 received regarding Potomac Farms Water Co. Water System.

*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.*