

JEFFERSON COUNTY COMMISSION
FIRST QUARTERLY SESSION - JANUARY-MARCH 2021
THURSDAY, JANUARY 21, 2021
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.*

CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

- January 7, 2021 Regular Meeting

APPROVAL OF REQUISITIONS

- January 21, 2021

APPROVAL OF ACCOUNTS PAYABLE

- January 14, 2021
- January 21, 2021

APPROVAL OF MANUAL CHECKS

- January 15, 2021
- January 22, 2021

APPROVAL OF PAYROLL

- January 7, 2021

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. 6:30 p.m. Angie Banks, Assessor
 - Exonerations - Discussion/Action
2. 6:40 p.m. Thomas H. Hansen, Sheriff
 - Chief Deputy Appointment - Discussion/Action
 - Chief Bailiff Hire - Discussion/Action
 - Vehicles - Discussion/Action
 - Part-time/Temporary Deputies - Discussion/Action
3. 6:55 p.m. Jefferson County Emergency Services Agency - Update
4. 7:10 p.m. Effie Kallas/Lyn Widmyer, League of Women Voters of Jefferson County
 - LWV Proclamation of Appreciation to Nikki Painter, Elections Clerk - Discussion/Action
5. 7:20 p.m. Lynn Fields, Probate Office
 - Quarterly Review - Discussion/Action
 - Probate in Solemn Form LW&T of Ernest Lowndes - Discussion/Action
6. 7:35 p.m. Dennis Jarvis, II, Jefferson County Development Authority
 - Permission to Hire Administrative Assistant Candidate - Discussion/Action
7. 7:45 p.m. Martin Burke, Jefferson County Historic Landmarks Commission
 - Request to waive all fees associated with the restoration of Duffield's Depot
 - Discussion/Action
8. 8:00 p.m.
 - Interviews and Appointments to the Eastern Panhandle Transit Authority - two 3-year terms ending January 31, 2024 - Discussion/Action

 - Interviews and Appointments to the Jefferson County Planning Commission - one unexpired term ending March 31, 2021 - Discussion/Action

 - Interviews and Appointments to the Jefferson County Emergency Services Agency - one unexpired term for Citizens Representative ending June 30, 2022 and one 3-year term for Citizen Representative ending June 30, 2023 - Discussion/Action

 - Review and Approval of FY2021 State Budget Revision 2 for the General County Fund - Discussion/Action
 - FY21 COVID19 Emergency Financial Policy - Discussion/Action
 - Review of FY22 Budget Charge for Departments - Discussion/Action

- 9. 8:15 p.m. - Review of FY21 financials as of 11/30/2020 - Discussion/Action
Roger Goodwin, Chief County Engineer
- Personnel Requisition for the Planning Clerk position - Discussion/Action
- 10. 8:25 p.m. Stephen S. Allen, Director, Jefferson County Office of Homeland Security and
Emergency Management
- Consideration of entering into agreement with the Region 9 Planning and
Development Council to be part of the Regional Hazard Mitigation Plan with
Berkeley and Morgan Counties - Discussion/Action
- 11. 8:40 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

NEW BUSINESS

- Discussion of evaluation and continuation of Project Manager Position - Discussion/Action

COUNTY ADMINISTRATOR REPORTS

- Discuss dues with the County Commissioners' Association of WV \$3,900 - Discussion/Action
- Update Meeting Session Policy - Discussion/Action

COUNTY COMMISSION REPORTS

12. ADJOURN

DEPARTMENTS, BOARDS, COMMISSIONS AND AGENCY WRITTEN REPORTS

- Jefferson County Historic Landmarks Commission Quarterly Report - October 1, 2020 - December 31, 2020

CORRESPONDENCE/INFORMATION

Notice of Public Hearing - Draft 2020 Impact Fee Recalculation Study - Thursday, January 28, 2021 at 7 p.m.

Notice of Public Hearing - Rezoning Request - Thursday, February 18, 2021 at 7p.m.

Notice of Public Budget Forum - Tuesday, February 2, 2021 - 7 p.m.

Notice of Board of Review and Equalization.

Impact Fee Status Report - December 2020.

Public comment received from David Tabb regarding the Jefferson County Commission meeting January 7, 2021.

Correspondence received via e-mail from multiple county residents regarding the Jefferson County Board of Education and Superintendent Dr. Bondy Shay Gibson.

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.