

**JEFFERSON COUNTY COMMISSION**  
**FIRST QUARTERLY SESSION - JANUARY-MARCH 2021**  
**THURSDAY, MARCH 4, 2021**  
**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 REQUISITIONS**

- **March 4, 2021**

**APPROVAL OF ACCOUNTS PAYABLE**

- **February 25, 2021**
- **March 4, 2021**

**APPROVAL OF MANUAL CHECKS**

- **March 5, 2021**

**APPROVAL OF PAYROLL**

- **February 18, 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](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. Michelle Gordon, Finance Director and Thomas Hansen, Sheriff**
  - Status of 2 Governor's Highway Safety Program Grand Funded Deputy Positions - Discussion/Action
  - Status of 1 Task Force Grant Funded Deputy Position - Discussion/Action
  - Municipality Assistance - Discussion/Action

2. 10:00 a.m. Roger Goodwin, Chief County Engineer
  - Complete Construction Bond Release for McGee Civil Construction, LLC - Burr Business Park Lot 40 Expansion (File #S18-07) - Discussion/Action
  
3. 10:15 a.m. Interviews and Appointments:
  - Water Advisory Committee - Four 3-year terms ending January 31, 2024 and two unexpired terms ending January 31, 2022 - Discussion/Action
  
  - Board of Zoning Appeals - One unexpired term ending January 1, 2022 - Discussion/Action
  
4. 10:30 a.m. Nathan Cochran, Assistant Prosecuting Attorney
  - 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 legal issues regarding proposed solar text amendment including bonding and related matters - Discussion/Action
  - Discussion with counsel regarding Charles Town City Council changes to Article 47 - Discussion/Action
  - Discussion of Jefferson County Circuit Court Civil Action #20-C-109 - Discussion/Action
  - Discussion of issues regarding impact fees, proffers, and TischlerBise Impact Fee Study - Discussion/Action
  
5. 10:45 a.m. Lynn Fields, Probate Office
  - Approval - Final Accounting for the Estate of James L. Hatchett, Deceased - Discussion/Action
  
6. 11:00 a.m. Public Hearing
  - Discuss the Housing needs of Jefferson County for the FY2021 HOME Investment Partnership Program and second for the Commission to approve a Resolution authorizing participation in the Eastern Panhandle HOME Consortium of West Virginia for the Period of July 1, 2021 to Jun 30, 2022 - Discussion/Action

#### **NEW BUSINESS**

- Re-evaluate Construction Bond Unit Cost Estimate - Discussion/Action (SS)
- Letter of Support for Senate Bill 12 - County Commission oversight of health departments - Discussion/Action (JC)
- Repeal the County ATV Ordinance and revert to existing state law - Discussion/Action (JC)

- Set date and time for joint meeting for the Jefferson County Fire and Rescue Association, Jefferson County Emergency Services Agency, and Jefferson County Commission - Discussion/Action (JC)
- Decision - Zoning Map Amendment Rezoning Request for property designated as Tax District: Harpers Ferry (04); Tax Map: 9; Parcels: 23 & 27. The properties are located off Shipley School Road in Harpers Ferry, WV - Discussion/Action

#### COUNTY ADMINISTRATOR REPORTS

- Legislative Updates
- Route 340 Expansion Project - Broadband Committee - Discussion/Action
- Broadband Committee update/members - Discussion/Action
- Discuss fire allocations FY21 - Discussion/Action

#### COUNTY COMMISSION REPORTS

#### 7. ADJOURN

#### CORRESPONDENCE/INFORMATION

Notice of Public Hearing on Thursday, March 18, 2021 at 6:30 p.m. - Zoning Map Amendment.

Resolution - Jefferson County, West Virginia is hereby declared a Second Amendment Sanctuary County.

Correspondence received from the State Tax Department regarding the Assessor's office and the Property Valuation Training and Procedures Commission reviews.

Correspondence received from West Virginia Culture and History that Taylor's Meadow will be considered by the West Virginia Archives and History Commission for nomination to the National Register of Historic Places.

January 8, 2021 minutes received from the Harpers Ferry/Bolivar PSD.

Correspondence received from the Harpers Ferry Water Works encouraging the County Commission to consider including in the county budget a new USGS study as proposed by the Jefferson County Water Advisory Committee.

*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.*