

**JEFFERSON COUNTY COMMISSION
SECOND QUARTERLY SESSION - APRIL-JUNE 2021
THURSDAY, MAY 20, 2021
6:00 P.M.**

REVISED

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

- May 6, 2021 - Regular Meeting

APPROVAL OF REQUISITIONS

- May 20, 2021

APPROVAL OF ACCOUNTS PAYABLE

- May 13, 2021
- May 20, 2021

APPROVAL OF MANUAL CHECKS

- May 14, 2021
- May 21, 2021

APPROVAL OF PAYROLL

- May 13, 2021

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PRESENTATIONS

1. 6:05 p.m. County Commissioner vacancy - Interviews and Appointment - Discussion/Action
2. 7:00 p.m. Oath of Office for newly appointed Commissioner

County Commission Organization
 - a. Selection of President
 - b. Selection of Vice President
 - c. Vacant Committee Assignments
3. 7:15 p.m. Angie Banks, Assessor
- Request Commission signatures on the Certificate of Oaths for the Real Estate & Personal Property Books - Discussion/Action
4. 7:20 p.m. Sheriff Thomas H. Hansen
- PRO Grant/Agreement - Discussion/Action
- Bailiff Employment - Discussion/Action
- Unclaimed Property - Discussion/Action
- COPS Hiring Grant - Discussion/Action
- MOU with USDA for Harpers Ferry Job Corps - Discussion/Action
- Fix A Pit Grant Award Acceptance - Discussion/Action
5. 7:35 p.m. Michelle Gordon, Finance Director and Stephanie Grove, County Administrator
- Review and Approval of the Hartford Short Term Disability Proposal Options for FY022 - Discussion/Action
- Review and Approval of the Hartford Long Term Disability Proposal Options for FY022 - Discussion/Action
- Review and Approval of the Donated Leave Policy 218, effective 07/01/2021 - Discussion/Action
- Review and Approval of Health and Welfare Benefits Policy 220, effective 07/01/2021 - Discussion/Action
- Review and Approval of Employee Policies and Procedures Acknowledgment Form, effective 05/20/2021 - Discussion/Action
6. 7:50 p.m. Dennis Jarvis, II, Jefferson County Development Authority
- Additional Compensation for JCDA staff - Discussion/Action

7. 8:00 p.m. Nathan Cochran, Assistant Prosecuting Attorney
1. 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
 2. Discussion of legal issues regarding proposed solar text amendment including bonding and related matters - Discussion/Action
 3. Discussion of Jefferson County Civil Action No.'s 2021-C-33 through 37 - Discussion/Action
 4. Discussion of issues regarding impact fees and proffers - Discussion/Action
 5. Discussion of Jefferson County Civil Action No.'s 2021-C-46 through 50 - Discussion/Action

NEW BUSINESS

8. Jefferson County Emergency Services Agency - Board Director Member Misconduct - Discussion/Action (TJ)

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.*

COUNTY ADMINISTRATOR REPORTS

- **Approval of Contract with Fitch & Associates - Discussion/Action**
- Discuss Ambulance Fee Collections Plan - Discussion/Action
- State of West Virginia - Legislative Citation - Recognizing County Officials and Personnel as Essential Workers.
- American Rescue Plan Overview - Schedule public hearing - Discussion/Action

COUNTY COMMISSION REPORTS

9. ADJOURN

CORRESPONDENCE/INFORMATION

Public Hearing June 3, 2021 at 1:30 p.m. - Jefferson Orchard (Miller) Zoning Map Amendment.

Email correspondence received from Nance Briscoe regarding Solar Amendment.

Email correspondence received from Gary Devoe regarding ATVs.

Email correspondence received from Kathy Clowe regarding rezoning of 242 acres in Kearneysville.

Correspondence received from the West Virginia Department of Agriculture regarding ADP Entitlements.

Minutes for the March 12, 2021 meeting received from the Harpers Ferry/Bolivar PSD.

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.