

AGENDA
JEFFERSON COUNTY COMMISSION
THIRD QUARTERLY SESSION - JULY - SEPTEMBER 2021
THURSDAY, AUGUST 5, 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 be accessible live through GoToWebinar. Invites will be posted on Facebook and email alerts.

The meeting will be limited to the number of in-person attendees due to COVID 19 restrictions. Five (5) attendees will be allowed in the meeting room at a time. Please email info@jeffersoncountywv.org no later than 9:00 a.m. prior to the meeting to be added to the list. There is no registration needed for public comment.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

- July 15, 2021 - Regular Meeting
- July 28, 2021 - Special Session

APPROVAL OF REQUISITIONS

- August 5, 2021

APPROVAL OF ACCOUNTS PAYABLE

- July 22, 2021
- July 29, 2021
- August 5, 2021

APPROVAL OF MANUAL CHECKS

- July 23, 2021
- July 30, 2021
- August 6, 2021

APPROVAL OF PAYROLL

- July 22, 2021

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PRESENTATIONS

1. 9:35 a.m. Angie Banks, Assessor
- Approval of Exonerations
2. 9:40 a.m. Debbie Lowe, Sheriff's Office
- 2021 Equitable Sharing Agreement and Certification (ESAC) Report
3. 9:55 a.m. Nikki Painter, County Clerk's Office
- Redistricting Overview
4. 10:10 a.m. Lynn Fields, Probate Office
- Fiduciary Commissioners
5. 10:20 a.m. Dennis Jarvis, II, Jefferson County Development Authority
- The JCDA requests permission to hire Program Manager Candidate
- The JCDA requests permission to advertise for the position of Administrative Assistant
6. 10:35 a.m. Michelle Gordon, Finance Director
- Review of FY2021 Budget to Actual as of 6/30/2021
- Review and Approval of FY2022 State Budget Revision 1 for the General Fund
- Review and Approval of FY2022 State Budget Revision 1 for the Coal Severance Fund
- Review and Approval of the ARPA Employee and Component Unit Stipends (continued from 7/1/2021)
- Discussion on American Rescue Plan Act (ARPA) Submissions
7. 11:05 a.m. Roger Goodwin, Chief County Engineer
- Chapel View Subdivision, Phase 2 (JCPC File No. 03-11) - Request for payment of invoices for site work from escrowed bond funds
- Presentation of Proposed "Cell Tower Facilities - Maintenance and Removal Bond & Surety Policy"
- Presentation and Overview of the City of Charles Town's proposed Stormwater Management Project involving the Reconstruction of the Jefferson County Commission's Employee Parking Lot
8. 11:35 a.m. 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.

9. 11:50 a.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
 2. Discussion of legal issues regarding proposed solar text amendment including bonding and related matters, including Jefferson County Civil Action No.'s 2021-C-33 through 37 and Jefferson County Civil Action No.'s 2021-C-46 through 50
 3. Discussion of renewal of County cable franchise agreement and related issues

NEW BUSINESS

10. Decision - Draft and Revised Impact Fee Report
11. Request use of Library Meeting Room
12. Personnel Matters - Director of Communications

COUNTY ADMINISTRATOR REPORTS

- Amendment of minutes from April 12, 2021 meeting
- County Complex Project
- Letter of Support for WV Division of Personnel supporting JC Health Dept. Request for increase salaries

COUNTY COMMISSION REPORTS

13. ADJOURN

CORRESPONDENCE/INFORMATION

Notice of Intent to Appoint to the Jefferson County Building Commission.

Notice of Intent to Appoint to the Jefferson County Community Corrections Board.

Correspondence received from the City of Charles Town regarding Article 147 of the city code.

Minutes for the May 14th, 2021 meeting received from the Harpers Ferry/Bolivar PSD.

Correspondence received from Safe Haven Child Advocacy Center regarding ARPA funds.

Email received from Krystle Soren regarding Comcast coverage.

Email received from Andrew Wandler regarding funding for Bakerton FD.

Correspondence received from Wendy Barker regarding Xfinity/Comcast.

Public comment for July 15, 2021 meeting and July 1, 2021 meeting received from David Tabb.

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.