

**AGENDA**  
**JEFFERSON COUNTY COMMISSION**  
**THIRD QUARTERLY SESSION - JULY - SEPTEMBER 2021**  
**THURSDAY, SEPTEMBER 16, 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 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](mailto:info@jeffersoncountywv.org) no later than 5:00 p.m. prior to the meeting to be added to the list. There is no registration needed for public comment.*

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**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES**

- **September 2, 2021 - Regular Meeting**

**APPROVAL OF REQUISITIONS**

- **September 16, 2021**

**APPROVAL OF ACCOUNTS PAYABLE**

- **September 9, 2021**
- **September 16, 2021**

**APPROVAL OF MANUAL CHECKS**

- **September 10, 2021**
- **September 17, 2021**

**APPROVAL OF PAYROLL**

- **September 10, 2021 - Stipend**

## ANNOUNCEMENTS

Report if there are changes in the agenda if applicable

## PRESENTATIONS

1. 6:05 p.m. Angie Banks, Assessor  
- Approval of Exonerations
2. 6:10 p.m. Tom Hansen, Sheriff  
- Hire Part-time Bailiff  
- Pay Adjustment
3. 6:20 p.m. Dennis Jarvis, Director of the Jefferson County Development Authority and Sean Feigo, President of the Jefferson County Development Authority Board  
- Request to hire an Administrative Assistant for the JCDA
4. 6:30 p.m. Laura Kuhn, Maintenance Department  
- Request for approval of funding to replace the Sheriff's Emergency Generator
5. 6:40 p.m. Interviews and Appointments to the following:  
- Jefferson County Historic Landmarks Commission - one unexpired term ending March 31, 2022  
- Jefferson County E911 Board - One 3-year term for Citizen Representative ending September 1, 2024  
- Jefferson County Sheriff's Civil Service Commission - one 4-year term ending September 29, 2025
6. 6:55 p.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](mailto:info@jeffersoncountywv.org). Your comments will be included in the minutes and agenda correspondence. Please include your name.*
7. 7:10 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
  2. Discussion of legal issues regarding proposed solar text amendment including bonding, comprehensive plan, 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

8. 7:30 p.m. Chief Ross L. Morgan, Jefferson County Fire and Rescue Association  
- Present and discuss proposed Fire Fee Ordinance

#### **NEW BUSINESS**

9. Resolution on Case Filing - CC-19-2021-C-33 - review the Circuit Court opinion and agree on a response to be delivered to the Judge related to issues that were raised in the Order and proceedings of the Jefferson County Planning Commission and Jefferson County Commission

#### **COUNTY ADMINISTRATOR REPORTS**

- County Complex Project
- Discuss administrative leave for absences related to COVID/COVID related issues

#### **COUNTY COMMISSION REPORTS**

10. ADJOURN

#### **CORRESPONDENCE/INFORMATION**

Notice of Special Session on Wednesday, October 13, 2021 at 9:30 a.m.

Correspondence received from Kara Smith regarding the Ambulance Fee.

Correspondence received from the League of Women Voters of Jefferson County regarding the American Rescue Plan.

Correspondence received from Richard Zigler regarding Solar as a primary permitted use.

Correspondence received from Richard Zigler regarding Solar is to be of Permitted Use status.

Correspondence received from Maura Ross regarding the Comprehensive Plan.

Correspondence received from Richard Deal, Jr. Regarding Utility scale solar.

Correspondence received from Rebecca Hamilton Oubouzar regarding the Comprehensive Plan and proposed amendment.

Correspondence received from Tim and Ellen Ross regarding the Amendment to the Comprehensive Plan.

**Minutes for the July 9<sup>th</sup>, 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.***