

## SPECIAL SESSION

State of West Virginia, County of Jefferson, to-wit:

At a Special Session of the County Commission of said County and State continued and held in-person and virtually via GoToWebinar in Charles Town, West Virginia on Wednesday, November 10, 2021, beginning at 9:30 o'clock a.m.

### PRESENT:

Steve Stolipher, President  
Tricia Jackson, Vice President  
Clare Ath, Commissioner  
Caleb Hudson, Commissioner  
Jane Tabb, Commissioner  
Michelle Gordon, Finance Director  
Stephanie Grove, County Administrator

### In re: Discussion of American Rescue Plan Act monies received by the County, Pt. II

The meeting was called to order at 9:31 a.m. by Commissioner Stolipher.

The purpose of the meeting was to discuss the disbursement of the approximately \$8 million dollars in American Rescue Plan Act monies left to be distributed as the Commission deems appropriate. Ms. Gordon provided the Commission with a discussion of several internal requests; all provided by Jefferson County department heads and elected officials, including ARPA 7, 10, 19, 20, and 21.

ARPA 7 & ARPA 10 – it was the consensus of the Commission to table a decision on these requests pending more information from Mr. Burgess.

ARPA 19 - Deputy Hires

- **Motion by Mr. Stolipher to approve ARPA Request #19 to hire two additional deputies within the Jefferson County Sheriff's Office at a total of \$504,400.00, with funding to revert back to the general county fund by December 31, 2024. Motion seconded and unanimously approved.**

ARPA 20 – CAD Administration Position – it was the consensus of the Commission to table this matter until the next monthly ARPA meeting.

ARPA 21 – HR Generalist Position – it was the consensus of the Commission to table this matter until a new County Administrator is hired and Commission staff job descriptions are updated.

Ms. Gordon stated she'd be discussing ARPA 3, 5, 6, 25, 27, and 29 during the next monthly ARPA meeting, in addition to ARPA items 7, 10, 20, and 21 carried over from the current ARPA meeting.

- **Motion by Mr. Stolipher to postpone the December ARPA meeting until Wednesday, January 12, 2022, pending more information from the State concerning possible ARPA fund matching. Motion seconded and unanimously approved.**

Public Comment: Public comment was provided by David Tabb.

- **Motion by Mr. Stolipher to extend the ARPA application deadline to Wednesday, December 1, 2021. Motion seconded and unanimously approved.**

There being no further business, the meeting was adjourned at 10:38 am.

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Steve Stolipher, PRESIDENT

Respectively Submitted:  
Jessica D. Carroll  
Administrative Assistant