

Revised - 1/18/2022

**JEFFERSON COUNTY COMMISSION
FIRST QUARTERLY SESSION - JANUARY-MARCH 2022
THURSDAY, JANUARY 20, 2022
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 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.*

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 5:00 p.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

- January 6, 2022 - Regular Session

APPROVAL OF REQUISITIONS

- January 20, 2022

APPROVAL OF ACCOUNTS PAYABLE

- January 13, 2022
- January 20, 2022

APPROVAL OF MANUAL CHECKS

- January 14, 2022
- January 21, 2022

APPROVAL OF PAYROLL

- January 6, 2022

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
- Sign-on Bonus
3. 6:20 p.m. Patricia L. Greenley - VADV, Inc
- Seeking a Waiver of Fees for Processing a One-lot Minor Subdivision
4. 6:30 p.m. Public Hearing
Rezoning request for a one acre property located at 16 Old Leetown Pike, Kearneysville - Tax District - Middleway (07); Map No. 11; Parcel Nos. 2.2 and 2.1 to change current zoning district from Village to Residential, Light Industrial Commercial (RLIC) (Planning Commission #21-4-Z)
5. 6:45 p.m. Public Hearing
Zoning Map Amendment (rezoning) for the property designated as Tax District: Shepherdstown (09), Map 11; Parcels: 29 and 45 to change the zoning classification of the property from Industrial-Commercial to Residential Growth (RG) (Planning Commission File #21-5-Z)
6. 7:00 p.m. Stephen S. Allen, Jefferson County Office of Homeland Security and Emergency Management
- Approval for purchase for equipment for Bovine Emergency Response Program and training course
- Approval and signature for FEMA Hazard Mitigation Planning Grant Application
7. 7:10 p.m. Jennifer Myers, Jefferson County Parks and Recreation Commission
- Letter of Support for Economic Development Grant Application
8. 7:15 p.m. Russell Burgess, Information Technology
- Downtown Data Center Refresh/Upgrade
9. 7:20 p.m. Interviews and Appointment - Jefferson County Emergency Services Agency - One term ending June 30, 2022 - Jefferson County Fire and Rescue Association Representative
10. 7:30 p.m. Rebecca Hall, Prosecuting Attorney's Office Victim Advocate Program
- Supplemental VOCA Grant Contract

11. 7:35 p.m. Lynn Fields, Probate Office
- Probate in Solemn Form
12. 7:50 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. Your comments will be included in the minutes and agenda correspondence. Please include your name.*
13. 8:05 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 report by Counsel regarding progress in amending comprehensive plan, and discussion of Jefferson County Circuit Court Civil Action No.'s 2021-C-33 through 37 and Jefferson County Circuit Court Civil Action No.'s 2021-C-46 through 50, and WV Supreme Court No.'s 21-0727, 21-0728, and 21-0731.
 3. Consider matters involving or affecting the construction planning, or purchase, sale or lease of property.
 4. Report by counsel on opioid case. (Jefferson County Commission v. Purdue Pharmaceutical, et al. US District Court, Northern District of West Virginia, Civil Action #1:17-OP-45170).
 5. Discussion and review of voting locations, including the location of early voting at the Courthouse and possible creation of alternate and/or annexed locations.
 6. Review of potential agreement with financial consultant, discussion and potential action regarding agreement.

OLD BUSINESS

14. Review of Policy 319 - Financial System Access

NEW BUSINESS

15. Discussion - Executive Assistant Position - Potential Hire
16. Possible Interviews and decision for Finance Director Position
17. Discussion - County Administrator Candidates - Potential Hire
18. Legislative Updates

- 19. Consider an amendment to the zoning ordinance to add solar energy facilities under a conditional use permit (TJ)**

COUNTY ADMINISTRATOR REPORTS

COUNTY COMMISSION REPORTS

20. ADJOURN

CORRESPONDENCE/INFORMATION

Notice - Board of Review and Equalization.

Meeting minutes dated November 12, 2021 received from the Harpers Ferry/Bolivar PDS.

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.