

**JEFFERSON COUNTY COMMISSION
SECOND QUARTERLY SESSION - APRIL - JUNE 2022
THURSDAY, APRIL 21, 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.*

CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

- April 5, 2022 Special Session
- April 7, 2022 Regular Meeting

APPROVAL OF REQUISITIONS

- April 21, 2022

APPROVAL OF ACCOUNTS PAYABLE

- April 14, 2022
- April 21, 2022

APPROVAL OF MANUAL CHECKS

- April 15, 2022
- April 22, 2022

APPROVAL OF PAYROLL

- April 14, 2022

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

***You may participate in public comment virtually by raising your hand. Please submit comments via email to Info@jeffersoncountywv.org. Your comments will be included in the agenda correspondence. Please include your name.*

PRESENTATIONS

1. 6:10 p.m. Matt Harvey, Prosecuting Attorney
- Requested approval to hire part-time Victim's Advocate

2. 6:25 p.m. Magistrates D'Angelo, Cesare, and Roper
 - Request for funding to be included in next county budget to complete the previously approved 3rd floor courtroom for Magistrate Court on the 2nd floor of the Judicial building
3. 6:35 p.m. Regina Phillips, General Manager, White Horse Tavern and Clarion Inn
 - Request for Letter of Support to the WVABCA for a Floor Plan Extension for White Horse Tavern to allow for alcohol service on outdoor dining patio
4. 6:45 p.m. Interviews & Appointments to the following:
 - Jefferson County Development Authority
 - 1 two-year term for Citizen Representative ending April 5, 2024
 - 1 three-year term for Business Representative ending April 5, 2025
 - South Jefferson Public Library Board
 - 1 unexpired term ending June 30, 2023
5. 7:00 p.m. Keith Lowry, Jefferson County Community Ministries
 - Request for FY23 support for launch of Jefferson County Community Ministries "Community Services Center" to support the homeless and at-risk
6. 7:10 p.m. Doug Estepp, Coal Country Tours
 - Funding and access request concerning centennial events for 1922 Treason Trials
7. 7:15 p.m. Michelle Gordon, Consultant
 - Review of Highmark Medical Insurance Renewal Options and Selection of Plan for FY2023
 - Review of Delta Dental Insurance Renewal Options for FY2023
 - Review of Employee and Employer insurance premium rates for health, dental, and vision for FY2023
8. 7:30 p.m. Nathan Cochran, Assistant Prosecuting Attorney
 - a. 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, Jefferson County Circuit Court Civil Action No. CC-19-2022-C-6 and WV Supreme Court No.'s 21-0727, 21-0728, and 21-0731.
 - b. Consider matters involving or affecting the construction planning, or purchase, sale or lease of property.
 - c. 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).

NEW BUSINESS

9. Discussion and possible action related to contract / consultant's proposal for updates to Subdivision Regulation and Zoning Ordinance.

OLD BUSINESS

10. Discussion of Fitch Report, including potential action regarding composition and structure of county EMS services, Jefferson County Emergency Services Agency, acquisition and distribution of ambulance resources, funding and finance issues, and implementation of Fitch recommendations

COUNTY ADMINISTRATOR REPORTS

COUNTY COMMISSION REPORTS

11. **ADJOURN**

CORRESPONDENCE/INFORMATION

Letter from Senator Patricia Rucker re: support for ARPA funds to be provided to the Town of Harpers Ferry.

Email from Paula Barrow, citizen, concerning the Fitch Study.

Harpers Ferry/Bolivar PSD Meeting Minutes from February 11, 2022.

March 2022 Impact Fee Status Report

Public comment from David Tabb, citizen, presented at the April 7, 2022 meeting.

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

Minutes
Jefferson County Commission
Thursday, April 7, 2022

A meeting of the Jefferson County Commission was held on Thursday, April 7, 2022 during the second quarterly session at 9:30 a.m. The meeting was held via GoToWebinar and in-person. Present were Caleb Hudson, President, Steve Stolipher, Vice President, and Commissioners Clare Ath, Tricia Jackson, and Jane Tabb. Also present were John Nissel, County Administrator, Sandy McDonald, Deputy County Administrator and Jessica Carroll, Executive Administrative Assistant (The archived meeting of the Thursday, April 7, 2022 meeting is available on the Jefferson County Commission website.)

PLEDGE OF ALLEGIANCE

Commissioner Hudson led the Pledge of Allegiance.

APPROVAL OF MINUTES

Motion by Mr. Hudson to approve the March 17, 2022 Regular Meeting Minutes as presented/with noted corrections. Motion seconded and unanimously approved.

Motion by Mr. Hudson to approve the March 25, 2022 Special Session Minutes as presented/with noted corrections. Motion seconded and unanimously approved.

Motion by Mr. Hudson to approve the March 30, 2022 Special Session Minutes as presented/with noted correction. Motion seconded and unanimously approved.

APPROVAL OF PAYROLL

Motion by Mr. Hudson to approve the Payroll for March 31, 2022 in the amount of \$273,587.82. Motion seconded and unanimously approved.

APPROVAL OF REQUISITIONS

Motion by Mr. Hudson to approve the Requisitions for April 7, 2022 in the amount of \$44,241.00. Motion seconded and unanimously approved.

APPROVAL OF ACCOUNTS PAYABLE

CHECK#		VENDOR NAME		AMOUNT
85999		CITY OF CHARLES TOWN		\$ 40.00
86000		G WARREN MICKEY		\$ 150.00
86001		GARY DUNGAN		\$ 150.00
86002		HEATHER KETCHENS		\$ 674.08
86003		HIRERIGHT		\$ 66.60
86004		IPC TECHNOLOGIES INC.		\$ 1,114.87
86005		J.D. POWER & ASSOC		\$ 960.00
86006		JACQUELINE SHADLE		\$ 60.26
86007		JOSEPH KENT		\$ 504.66
86008		JOSEPH MURPHY		\$ 114.15
86009		NAPA AUTO PARTS		\$ 66.94
86010		RICE TIRES CO		\$ 665.40
86011		SHERWIN-WILLIAMS		\$ 274.82
86012		SOFTWARE SYSTEMS INC		\$ 972.00
86013		SPIRIT OF JEFFERSON		\$ 215.70
86014		STACI HOVERMALE		\$ 102.57
86015		US POSTAL SERVICE		\$ 20,000.00
86016		XEROX CORPORATION		\$ 743.83
86017	AM/053	AXION STAFFING		\$ 1,144.08
TOTAL				\$ 28,019.96

Motion by Mr. Hudson to approve the Accounts Payable for March 24, 2022 in the amount of \$28,019.96. Motion seconded and unanimously approved.

CHECK#		VENDOR NAME		AMOUNT
86019		84 LUMBER		\$ 584.59
86020		AHA-ARTS & HUMANITIES ALLIANCE		\$ 698.29
86021		BUREAU OF CHILD SUPPORT		\$ 492.93
86022		COMPTROLLER OF MARYLAND		\$ 517.18
86023		DEBBIE LOWE		\$ 2,000.69
86024		DELTA DENTAL OF WV		\$ 6,500.75
86025		DODSON SEPTIC SERVICE LLC		\$ 500.00
86026		DR. ROBERT E. JONES III		\$ 1,000.00

86027		ED HANNON		\$ 19.71
86028		EFTPS IRS TAXES		\$ 94,708.33
86029		EMPOWER RETIREMENT		\$ 6,754.22
86030		EVELYN STEPHENSON		\$ 1,834.94
86031		FEDEX		\$ 51.79
86032		FIRE SAFETY EQUIP		\$ 3,187.02
86033		GUTTMAN OIL CO		\$ 4,614.69
86034		HIGHMARK WV		\$ 200,542.50
86035		J.C. EHRLICH		\$ 761.00
86036		JEFFERSON COUNTY HISTORIC LANDMARKS COMMISSION		\$ 1,033.99
86037		JEFFERSON CO CONVENTION AND VISITORS BUREAU		\$ 17,457.24
86038		JEFF CO PARKS & RECREATION COMMISSION		\$ 15,724.95
86039		JEFFERSON SECURITY BANK		\$ 4,355.00
86040		MILLENIUM INSURANCE GROUP		\$ 900.00
86041		NATIONAL VISION ADMIN.		\$ 1,743.14
86042		NATIONWIDE RETIREMENT SOLUTIONS		\$ 834.00
86043		RONALD DANTZIC		\$ 91.13
86044		SOFTWARE SYSTEMS INC		\$ 36.00
86045		STATE TAX DEPARTMENT		\$ 150.00
86046		VA DEPT OF TAXATION		\$ 1,195.18
86047		WHOLESALE TIRES INC.		\$ 237.28
86048		WV DEPUTY SHERIFF RETIREMENT SYSTEM		\$ 15,384.99
86049		WV DIVISION OF LABOR		\$ 90.00
86050		WV PUBLIC EMPLOYEE RETIREMENT SYSTEM		\$ 45,242.12
86051		WV STATE TAX DEPARTMENT		\$ 49,968.07
86052		WVCORP WV COUNTIES SELF INSURANCE RISK POOL		\$ 29,612.25
86053		XEROX CORPORATION		\$ 777.62
86054		XEROX FINANCIAL SERVICES		\$ 249.81
86055	FG/009	SHERIFF OF JEFFERSON CO		\$ 3,726.24
86056	BS/011	SHERIFF OF JEFFERSON CO		\$ 5,440.14
86057	AM/053	AXION STAFFING GROUP		\$ 988.92
TOTAL				\$ 520,006.70

Motion by Mr. Hudson to approve the Accounts Payable for March 31, 2022 in the amount of \$520,006.70. Motion seconded and unanimously approved.

CHECK#		VENDOR NAME		AMOUNT
86058		AMERICAN FAMILY LIFE INSURANCE COMPANY ICU		\$ 3,675.51
86059		AMERITEL CORP		\$ 273.88

86060		AUTOZONE	\$ 64.44
86061		BOLIVAR / HARPERS FERRY PUBLIC LIBRARY	\$ 20,625.00
86062		CAPITAL ELECTRIC	\$ 290.85
86063		COLONIAL LIFE	\$ 143.52
86064		COMPILED TECHNOLOGIES LLC	\$ 3,600.00
86065		DANIELLE DUCKETT	\$ 147.50
86066		DOROTHY FARMER	\$ 147.50
86067		EMILY MORROW	\$ 134.55
86068		EPTA-EASTERN PANHANDLE TRANSIT AUTHORITY	\$ 15,000.00
86069		ESS ELECTION SYSTEMS & SOFTWARE	\$ 3,835.20
86070		FIDELITY POWER SYSTEMS	\$ 360.50
86071		GAIL MCMILLION	\$ 2,444.93
86072		GUTTMAN OIL CO	\$ 9,030.23
86073		JEFFERSON CO EMERGENCY SERVICES AGENCY	\$ 754,784.50
86074		JEFFERSON COUNTY DEVELOPMENT AUTHORITY	\$ 26,500.00
86075		JEFF CO PARKS & RECREATION COMMISSION	\$ 64,695.00
86076		JEFFERSON DAY REPORT CENTER	\$ 37,502.50
86077		JESSICA EBERSOLE	\$ 147.50
86078		JOSEPH MURPHY	\$ 114.15
86079		KELLY SPARKS	\$ 1,707.56
86080		MICHELLE GORDON	\$ 5,280.00
86081		MID ATLANTIC ENTRY MD LLC	\$ 3,402.00
86082		OLD CHARLES TOWN LIBRARY	\$ 1,500.00
86083		OLD CHARLES TOWN LIBRARY	\$ 20,625.00
86084		POTOMAC EDISON	\$ 34,941.23
86085		R.E. MICHEL CO. LLC	\$ 8.46
86086		RICE TIRES CO	\$ 665.40
86087		SELBY VETERINARY SERVICES	\$ 358.00
86088		SHEPHERDSTOWN PUB LIBRARY	\$ 20,625.00
86089		SOUTH JEFFERSON PUBLIC LIBRARY	\$ 20,625.00
86090		SPECIALTY BUSINESS SUPPLIES	\$ 46.00
86091		THE HARTFORD	\$ 2,330.45
86092		THE HARTFORD	\$ 3,692.58
86093		WVU WEST VIRGINIA UNIVERSITY	\$ 3,700.00
86094		XEROX CORPORATION	\$ 2,558.93
86095	FG/009	BERKELEY CO SHERIFF	\$ 1,408.46
86096	FG/009	RANSON POLICE DEPT	\$ 1,350.35
86097	FG/009	MOOREFIELD POLICE DEPT	\$ 757.99
86098	AM/053	AXIOM STAFFING GROUP	\$ 1,139.47
TOTAL			\$ 1,070,239.14

Motion by Mr. Hudson to approve the Accounts Payable for April 7, 2022 in the amount of \$1,070,239.14. Motion seconded and unanimously approved.

APPROVAL OF MANUAL CHECKS

MANUAL CHECKS				
Check#	Fund	VENDOR		Amount
546	CS/002	EASTRIDGE HEALTH SYSTEM		\$ 2,800.00
963	AV/056	MR. PRINT		\$ 911.82
1764	CO/246	INSIGHT PUBLIC SECTOR		\$ 580.78
928	CW/O59	TOTAL ID SOLUTIONS		\$ 590.00
TOTAL				\$ 4,882.60

Motion by Mr. Hudson to approve the Manual Checks for March 25, 2022 in the amount of \$4,882.60. Motion seconded and unanimously approved.

MANUAL CHECKS				
Check#	Fund	VENDOR		Amount
786	HD/8	SHERIFF OF JEFFERSON CO		\$ 2,180.05
964	AV/56	PRINT-O-STAT		\$ 190.00
1765	CO/246	DIGITAL ALLY		\$ 16,820.00
1766	CO/246	EXECUTIVE EMERGENCY LIGHTING		\$ 41,464.92
1767	CO/246	THOS SOMERVILLE		\$ 5,871.92
TOTAL				\$ 66,526.89

Motion by Mr. Hudson to approve the Manual Checks for April 1, 2022 in the amount of \$66,526.89. Motion seconded and unanimously approved.

MANUAL CHECKS				
8-Apr-22				
Check#	Fund	VENDOR		Amount
547	CS/2	JEFF CO COMMUNITY MINISTRIES		\$ 5,000.00
787	HD/8	CONERSTONE DIAGNOSTICS		\$ 1,456.00
1768	CO/246	RE MICHEL CO INC		\$ 706.42
929	CW/O59	WV ST AUDITOR		\$ 829.00
930	CW/O59	WV ST POLICE		\$ 30.00
388	WV369	WVDSRF		\$ 839.00

TOTAL				\$ 8,860.42

Motion by Mr. Hudson to approve the Manual Checks for April 8, 2022 in the amount of \$11,068.35. Motion seconded and unanimously approved.

PUBLIC COMMENT

Public comment was provided by the following: David Tabb and Lyn Widmyer.

PRESENTATIONS

1. Patricia Rucker, WV State Senator – presented Jennifer Myers, Director of the Jefferson County Parks and Recreation Commission, with a check for the pool feasibility study at Sam Michaels Park.

2. Laura Storm, Circuit Clerk and Laura Kuhn, Director of Fleet and Facilities Management – requested funding for shelving units.
 - **Motion by Mr. Stolipher to authorize the Director of Fleet & Facilities Management to purchase shelving units, up to \$10,000 from the Coal Severance Fund, to be utilized in the storage area to be designated for the Magistrate Clerks’ use. Motion seconded and unanimously approved.**

3. Tom Hansen, Sheriff
 - a. ACO Hire
 - **Motion by Mr. Stolipher to approve the hire of Clayton Dehaven at a salary of \$37,750, effective April 11, 2022. Motion seconded and unanimously approved.**

 - b. Insurance Check
 - **Motion by Mr. Stolipher to approve the transfer of insurance funds in the amount of \$22,000 from received for Sheriff’s Office employees into the Auto Supplies budget line item. Motion seconded and unanimously approved.**

 - c. Vision Zero/SS4A Funding

- **Motion by Mr. Stolipher to form a committee to explore the options of applying for the Safe Streets and Roads for All grant opportunity. Motion seconded and unanimously approved.**

4. Interviews and Appointments to the following:

- Jefferson County Development Authority
 - 2 two-year terms for Citizen Representative ending April 5, 2024
 - 1 three-year terms for Industry Representative ending April 5, 2025
 - 2 three-year term for Business Representative ending April 5, 2025

NAME	REPRESENTING	Current Member	APPOINTED
Judy York	Citizen or Business	N	No
Neil McLaughlin	Citizen	Y	Yes
Greg Mason	Industry	Y	Yes
Andy Colandrea	Citizen or Business	N	No
Colin Stine	Citizen	N	No
Megan Duncan-Murphy	Citizen	N	No

- **Motion by Mr. Stolipher to reappoint the following to the Jefferson County Development Authority Board of Directors: Neil McLaughlin as a Citizen Representative with a term ending April 5, 2024; Greg Mason to as the Industry Representative with a term ending April 5, 2025; and to appoint Bryan Jones as a Business Representative with a term ending April 5, 2025. Motion seconded and unanimously approved.**

- It was the consensus of the Commission to delay the additional Citizen and Business representative vacancies until the next regularly scheduled meeting pending information from counsel regarding an applicant’s eligibility to serve.

- Farmland Protection Board – one unexpired term ending September 7, 2024

- **Motion by Mr. Stolipher to appoint Colin Stine to the Jefferson County Farmland Protection Board for an unexpired term ending September 7, 2024. Motion seconded and unanimously approved.**

5. Jeffrey A. Polczynski, ENP-Director of Communications requested approval of a Proclamation - National Public Safety Telecommunicators Week

- **Motion by Ms. Tabb to approve the Proclamation recognizing the week of April 10-April 16, 2022 as National Public Safety Telecommunicator Week in honor of the men and women of the Jefferson County Emergency Communications Center who answer the call as the first, first responder. Motion seconded and unanimously approved.**
6. Lynn Fields, Probate, Director, Jefferson County Clerk's Office - Quarterly Review of Estates, Accountings & Waivers
- **Motion by Mr. Hudson to convene as a Fiduciary Review Board. Motion seconded and unanimously approved.**
 - **Motion by Mr. Stolipher to approve the estates, accountings, and waivers brought forth for review and/or closure that have met all requirements for the quarter. Motion seconded and unanimously approved.**
7. Bob Burner, Director, Jefferson County Emergency Services Agency - draft ambulance location alternatives, as requested by Commissioner Stolipher.
- **Motion by Ms. Jackson to direct County Administrator Nissel to contact all Jefferson County fire chiefs to see which companies may be interested in selling their ambulances and potentially lease vehicle storage space to the County Commission. Motion seconded and passes on a vote of 4-1 with Commissioner Tabb opposing.**
8. Nathan Cochran, Assistant Prosecuting Attorney
- a. 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, Jefferson County Circuit Court Civil Action No. CC-19-2022-C-6 and WV Supreme Court No.'s 21-0727, 21-0728, and 21-0731.
 - b. Consider matters involving or affecting the construction planning, or purchase, sale or lease of property.
 - c. 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).
 - d. Report on West Virginia Supreme Court Case No. 21-0229 (Jefferson County 19-P-69).

- **Motion by Mr. Stolipher to enter into Executive Session to receive legal advice concerning the Fitch Report, including potential action regarding composition and structure of county EMS services, Jefferson County Emergency Services Agency, acquisition and distribution of ambulance resources, and implementation of Fitch recommendations. Motion seconded and unanimously approved.**
- **Motion by Mr. Hudson to come out of Executive Session and resume Regular Session. Motion seconded and unanimously approved.**

OLD BUSINESS

9. Discussion of Fitch Report, including potential action regarding composition and structure of county EMS services, Jefferson County Emergency Services Agency, acquisition and distribution of ambulance resources, and implementation of Fitch recommendations – this item was discussed in Executive Session.
10. Decision - proposed text amendment to the Jefferson County Envision 2035 Comprehensive Plan (approved January 14, 2015) to clarify and/or state that solar facilities are principal permitted uses in the rural and residential zoning districts, in accordance with WV §8A-3-11, 8A-3-6 and related issues – no updates were provided or discussed concerning this item.

COUNTY ADMINISTRATOR REPORTS

- Designation of Authorized Signer on Grant Related Requests for Reimbursements
- **Motion by Ms. Tabb to designate John Nissel, County Administrator, as the designated signer on grant related requests for reimbursements until a new Finance Director has been hired. Motion seconded and unanimously approved.**
- Review and Approval of Contract for Sandy McDonald
- **Motion by Mr. Stolipher to approve the contract for Sandy McDonald to provide part-time professional services, as presented. Motion seconded and unanimously approved.**

11. **ADJOURN**

The Commission adjourned at 12:17 p.m. on a motion by Mr. Hudson. Motion was seconded and unanimously approved.

Caleb Hudson, PRESIDENT

Respectfully submitted
Jessica Carroll
Executive Administrative Assistant

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 virtually via GoToWebinar on April 5, 2022, beginning at 9:30 o'clock a.m.

PRESENT: Caleb Hudson, President
Clare Ath, Commissioner
Tricia Jackson, Commissioner
Jane Tabb, Commissioner
John Nissel, County Administrator
Nathan Cochran, Assistant Prosecutor
Sandy McDonald, Deputy
Administrator
Jessica Carroll, Administrative Assistant

In re: Special Session -

The meeting was called to order at 9:32 a.m. by President Hudson.

1. Discussion of legal issues regarding solar text amendment including bonding, comprehensive plan, including progress in amending comprehensive plan, and discussion and possible resolution of Jefferson County Court Civil Action No.'s 2021-C-33 through 37 and Jefferson County Circuit Civil Action No.'s 2021-C-46 through 50, Jefferson County Circuit Civil Action No. CC-19-2022-C-6 and WV Supreme Court No's 21-0727, and 21-0721, and related matters.
 - **Motion by Ms. Jackson to enter into Executive Session to receive legal advice concerning the solar text amendment including bonding, comprehensive plan, including progress in amending comprehensive plan, and discussion and possible resolution of Jefferson County Court Civil Action No.'s 2021-C-33 through 37 and Jefferson County Circuit Civil Action No.'s 2021-C-46 through 50, Jefferson County Circuit Civil Action No. CC-19-2022-C-6 and WV Supreme Court No's 21-0727, and 21-0721, and related matters and to discuss Commission Office personnel matters. Motion seconded and unanimously approved.**
 - **Motion by Mr. Hudson to come out of Executive Session. Motion seconded and unanimously approved.**

Mr. Cochran notified the Commission he had prepared a document titled "Jefferson County Commission's Amendment to the Proposed Amendments to the Jefferson County Comprehensive Plan," which provides the language to be used in the Jefferson County Envision Jefferson 2035 Comprehensive Plan concerning solar energy facilities (attached to these minutes)

- **Motion by Ms. Tabb to approve the Order as prepared by Counsel. Motion seconded and passes on a vote of 3-1 with Commissioner Hudson voting no and Commissioner Stolipher abstaining.**

- **Motion by Ms. Jackson to suggest the Planning Commission consider adoption of a new solar text amendment that conforms with agreed-upon language in the adopted Order as soon as possible. Motion seconded and passes on a vote of 3-1 with Commissioner Hudson opposed and Commissioner Stolipher abstaining.**

There being no further business, the meeting adjourned at 10:03 am.

Caleb Hudson, PRESIDENT

Respectively Submitted:
Jessica D. Carroll
Administrative Assistant

**JEFFERSON COUNTY COMMISSION'S AMENDMENT TO THE PROPOSED
AMENDMENTS TO THE JEFFERSON COUNTY COMPREHENSIVE PLAN**

The proposed amendments to the Jefferson County Comprehensive Plan that were submitted to the Jefferson County Commission by the Jefferson County Planning Commission on January Sixth, 2022, shall be amended by the County Commission, pursuant to W.Va. Code 8A-3-10 and related statutes, as follows:

The County Commission hereby substitutes in place of all such proposed language the following language which shall be added to the end of paragraph 8(a) on page 93 of the current Comprehensive Plan:

“, specifically Solar Energy Facilities in areas inside of the Urban Growth Boundary and the Preferred Growth Area as a Principal Permitted Use and outside of the Urban Growth Boundary and the Preferred Growth Area by the Conditional Use Permit process.”.

Pursuant to W.Va. Code 8A-3-10 and related statutes, the Jefferson County Commission hereby informs the Planning Commission that the reason for the amendment is to conform to the attached agreed settlement Order, styled as an Agreed Order Dissolving Injunction, that was entered by the Circuit Court of Jefferson County on March 31, 2022 as agreed by the parties to Jefferson County Circuit Court case number 2022-C-9.

By a majority vote at a duly called meeting of the Jefferson County Commission this Fifth day of April, 2022.

JEFFERSON COUNTY COMMISSION

BY 
Caleb Hudson, President

REQUISITIONS TO BE APPROVED

April 21, 2022

DEPARTMENT	Requisition No.	AMOUNT	VENDOR	DESCRIPTION
IT/DATA PROCESSING	22048	\$ 32,652.58	Tyler Munis	License, Support, and Annual Fees
GRAND TOTAL		\$ 32,652.58		

DESCRIPTION	FUND 001 CO.		TOTAL
Gross Wages	\$396,918.82		\$396,918.82
6.2% Tax Payable OASDI	\$23,568.06		\$23,568.06
1.45% Tax Payable HI	\$5,511.93		\$5,511.93
Fed Withholding	\$33,570.19		\$33,570.19
WV State Withholding	\$16,489.18		\$16,489.18
PERS Retirement Deduct 4.5%	\$8,937.42		\$8,937.42
PERS Retirement Deduct 6%	\$6,229.75		\$6,229.75
Hosp. Pre-Taxed	\$15,012.00		\$15,012.00
AFLAC Pre-Taxed	\$406.25		\$406.25
AFLAC Post-Taxed	\$818.92		\$818.92
Optional Life Post-Taxed	\$1,957.67		\$1,957.67
Christmas Club	\$4,335.00		\$4,335.00
Wage Attach #1	\$492.93		\$492.93
Wage Attach #2	\$150.00		\$150.00
Wage Attach #3	\$166.49		\$166.49
DSRS Retirement Deduct 8.5%	\$6,315.98		\$6,315.98
457 - Nationwide	\$834.00		\$834.00
457I - Empower	\$6,097.30		\$6,097.30
457R - Roth	\$1,170.00		\$1,170.00
MD State Tax	\$497.22		\$497.22
D/VF	\$1,793.53		\$1,793.53
VA State Tax	\$154.09		\$154.09
Colonial(Plus)	\$47.84		\$47.84
Uniforms	\$0.00		\$0.00
Total Deductions	\$134,555.75	\$0.00	\$134,555.75
Net Wages Total	\$262,363.07	\$0.00	\$262,363.07
Payroll Date	April 14, 2022		

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: **Matt Harvey, Prosecuting Attorney**

Department or Organization: **Prosecuting Attorney's Office**

Estimation of amount of time needed for appointment: **ten to fifteen minutes**

Date Requested – 1st Choice: **April 21, 2022**

If a specific date is needed, please provide reason for specific date:

April 21, 2022 is specifically requested as this position is a critical need.

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*):

- 1. The Prosecuting Attorney's office requests to hire a part time victim's advocate. A qualified candidate, Courtney Knill, has been identified.**

Is this a funding request? **This position is grant funded**

If so, how much?

Provide exact financial impact/request:

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):

The Commission approves the hiring of a part time victim advocate, Courtney Knill.

Attach supporting documents for request, or request may be denied.

If not attached, explain:

Is equipment needed? Projector **No** Internet/Wi Fi **No** Telephone for conference call **No**

Contact information: **Jaymee Houser**

Email address: **jhouser@jcpawv.org**

Phone Number: **304-728-3318**

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: **Magistrates D'Angelo, Cesare, and Roper**

Department or Organization: **Jefferson County Magistrate Court**

Estimation of amount of time needed for appointment: **15-20 minutes**

Date Requested – 1st Choice: **April 21, 2022**

*If a specific date is needed, please provide reason for specific date: **to expedite our request***

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): **Funding to be included in next county budget to complete the previously approved 3rd courtroom for Magistrate Court on the 2nd Floor of the Judicial Building.**

Please provide the County Commission with a description of your request or presentation, including any background information: **The County Commission, approximately 3+ years ago, approved the space on the 2nd floor of the Judicial Building for a third courtroom. We have been told since that time that we are waiting on funds to be available for the renovation. We are asking that this funding be included in the upcoming county budget. Preliminary drawings have been completed and submitted to the County Commission previously. We are awaiting copies to be submitted to us because no one has been able to find the previous drawings. I believe at that time there was an estimate on how much this would cost, however with the cost of lumber increasing that number would no longer be accurate.**

Is this a funding request? Y/N **yes and no**

If so, how much? \$ **TBD**

Provide exact financial impact/request:

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*): **Funding to be added to the upcoming County Budget for the completion of the previously approved third courtroom for the Magistrate Court.**

Attach supporting documents for request, or request may be denied.

If not attached, explain: **All document are already on file with the previous approval.**

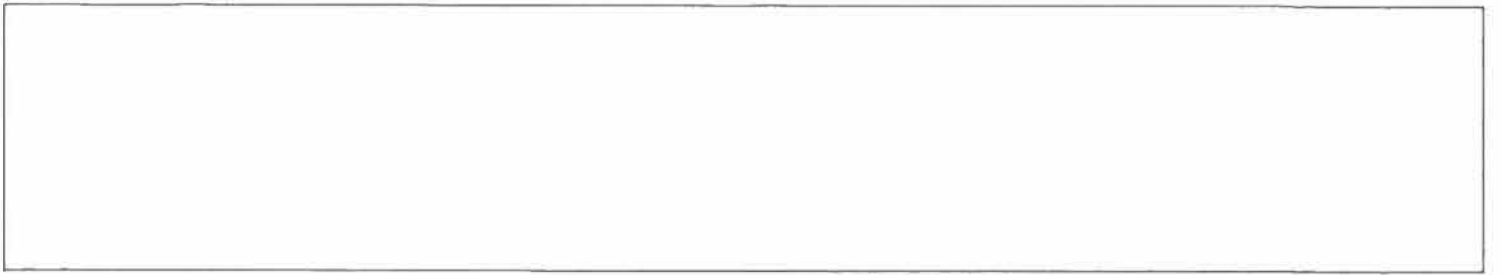
Is equipment needed? Projector **Y/N** Internet/Wi Fi **Y/N** Telephone for conference call **Y/N**

Contact information: **Vicki D'Angelo**

Email address: vicki.dangelo@courtswwv.gov

Phone Number: **(304) 728-3272**

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION



AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Regina Phillips, General Manager

Department or Organization: **White Horse Tavern/Clarion Inn**

Estimation of amount of time needed for appointment: 10 minutes

Date Requested – 1st Choice: **April 21, 2022**

If a specific date is needed, please provide reason for specific date:

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): **Request Letter of Support to the WVABCA for Outdoor Floor Plan Extension for the White Horse Tavern to allow for alcohol sales & consumption in the seated outdoor patio area.**

Please provide the County Commission with a description of your request or presentation, including any background information:

Is this a funding request? Y/N **NO**

If so, how much? \$

Provide exact financial impact/request:

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*): I move to approve and direct the release of the required letter to the WVABCA stating the White Horse Tavern is located in an approved zone for the sale of alcohol and supports the attached floor plan extension to allow for the sale and consumption of alcohol in a designated outdoor dining and seating area.

Attach supporting documents for request, or request may be denied.

If not attached, explain:

Is equipment needed? Projector **Y/N** Internet/Wi Fi **Y/N** Telephone for conference call **Y/N**

Contact information:

Email address:

Phone Number:

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable



**WEST VIRGINIA ALCOHOL BEVERAGE CONTROL
ADMINISTRATION**

Outdoor Dining/Outdoor Street Dining Area Application

County: Jefferson

License Number: 19-A-312-024071

<u>Outdoor Dining</u>	<u>Outdoor Street Dining</u>
<input type="checkbox"/> <u>Outdoor Dining Area - Nonintoxicating Beer</u>	<input type="checkbox"/> <u>Outdoor Street Dining Area - Nonintoxicating Beer</u>
<p style="text-align: center;"><u>OR</u></p>	<p style="text-align: center;"><u>OR</u></p>
<input type="checkbox"/> <u>Private Wine Outdoor Dining Area - Nonintoxicating Beer & Wine</u>	<input type="checkbox"/> <u>Private Wine Outdoor Street Dining Area - Nonintoxicating Beer & Wine</u>
<p style="text-align: center;"><u>OR</u></p>	<p style="text-align: center;"><u>OR</u></p>
<input checked="" type="checkbox"/> <u>Private Outdoor Dining Area - Beer, Wine & Liquor</u>	<input type="checkbox"/> <u>Private Outdoor Street Dining Area On-Premises Special Event - Beer, Wine & Liquor</u>
*Licensees may only sell nonintoxicating beer, wine or liquor if permitted to do by their current license.	

Name of Establishment (DBA): White Horse Tavern

Phone number: 304-223-9383 Email: Jigar Trivedi@gmail.com

Licensee's or Manager's Name: Jigar Trivedi

(1) Distance to nearest residence: 2 miles

(2) List complete information in the form of a diagram (on the second page) giving accurate dimension (measurements) of outdoor dining/outdoor street dining or contiguous outdoor dining area or street dining area, how an area is to be cordoned off (fenced, bound, or separated), how entry is to be made into the area, seating arrangement and measurements between tables, the areas proximity to licensed establishment and any other pertinent information.

(3) Number of staff/security designated to oversee the Private Outdoor dining/Private Outdoor street dining area: MINIMUM 2

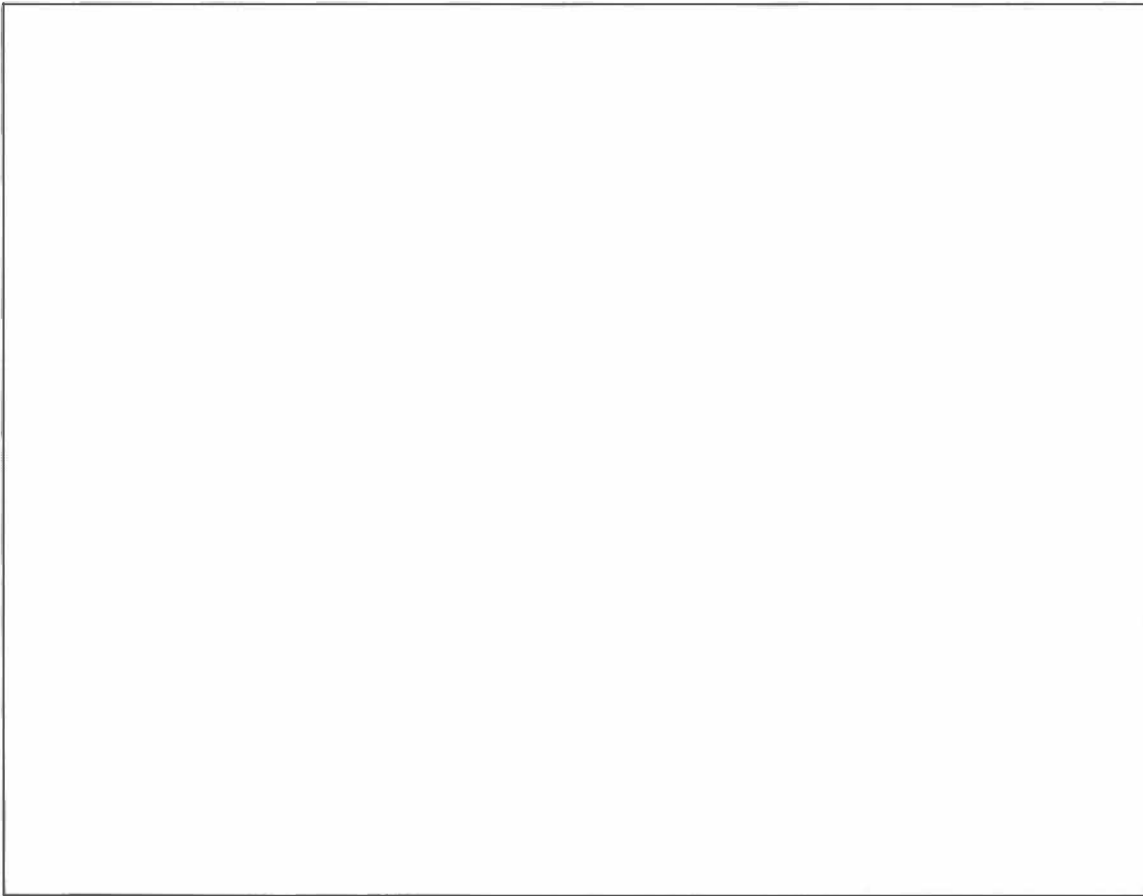
(4) Provide a detailed description of how the licensees' staff/security will monitor the outdoor dining or street dining area.

Request for outdoor dining by patrons will be executed by a host and seating assignments. IN ORDER OF TAKEN BY HOST AND SERVERS ASSIGNED IN DEFINED BOUNDARY SPACE. All patrons will enter the Tavern to be seated outside. Patrons will not seat themselves or enter the area from outside.

- (5) Provide a menu or description of the freshly prepared food items to be served in the outdoor dining or street dining area. Please include menu in paper format.
- (6) Provide proof of authorization from municipal government or county commission. Please attach this documentation with this form for approval. Must list the beginning and ending dates.

Must illustrate the exact area and measurements of the dining area for the "Private Outdoor dining/Private Outdoor street dining" in relation to the currently licensed establishment. The area must be contiguous (within 150 feet) and a bound area, such as a parking lot or other outdoor area, which shall, for the temporary period, encompass the licensee's licensed premises. Licensee must have a clear line of sight from the licensed premises to any outdoor dining or outdoor street dining area.

Keep one copy at the licensed premises. (Provide Dimensions and all Measurements as listed in instructions)



I, JIGAR TRIVEDI (print) have received and read the requirements and attest to the fact that all preceding information is true and accurate and that all individuals and/or controlling members listed on the license are aware of the submission of an Outdoor Dining Area/Outdoor Street Dining area license application.

Licensee's Signature: Jigar Trivedi Date: 4/7/2022
Title: OWNER



JEFFERSON COUNTY, WEST VIRGINIA
Department of Engineering, Planning, and Zoning
Office of Planning and Zoning
116 East Washington Street, 2nd Floor
P.O. Box 716
Charles Town, West Virginia 25414

Email: zoning@jeffersoncountywv.org

Phone: (304) 728-3228
Fax: (304) 728-8126

March 2, 2022

WV ABC Administration
Licensing Division
900 Pennsylvania Avenue, 4th Floor
Charleston, West Virginia 25302

RE: White Horse Tavern, LLC, 4328 William L Wilson Fwy, Harpers Ferry, WV 25425

To Whom it May Concern:

This letter is in response to a request by Jigar Trivedi and the White Horse Tavern, LLC (property owner is Ariaenna, LLC). The property is located at 4328 William Wilson Fwy, Harpers Ferry, WV 25425, which is designated as Parcel ID: 04000900660000. The property is zoned Residential-Light Industrial-Commercial. As such, the operation of a restaurant providing service of alcoholic beverages for on premises consumption, is a principal permitted use in this zoning district.

This approval is conditioned upon all Zoning Ordinance and Subdivision Regulations (site plan standards) requirements being met, as well as any building permits/building code requirements being met for any construction to the existing facility, including permits for signs affiliated with the hotel/restaurant.

If you have any further questions, please let me know.

Sincerely,

Alexandra Beaulieu
Zoning Administrator

CC: Ariaenna, LLC
Attn: Tejas Choksi
4328 William Wilson Fwy.
Harpers Ferry, WV 25425

Jigar Trivedi
jigartrivedi@gmail.com>

OUR MENU

Main Menu



APPETIZERS

Warm Crab Dip

Creamy Crab Dip topped with baked mozzarella cheese served with crispy pita chips.

.....\$10.99

Crabby Fries* or Tots

Seasoned Fries or Tots Topped with creamy Crab Dip and Melty Cheese.

Serves 2 or 3\$13.99

Loaded Fries or Tots

Seasoned French fries loaded with melty cheddar Jack cheese, crispy bacon and house made buttermilk dressing.

Bacon Cheddar Cheese\$6.99

Bavarian Pretzel Sticks

Three fresh out of the oven pretzel sticks lightly salted and served with our delicious 3 cheese sauce.

.....\$7.99

Crab Cake Bites

Our signature crab cakes bit sized fried golden brown and served with house made remoulade.

.....\$11.99

Chicken or Steak Quesadilla

Flour Tortilla stuffed with cheddar Jack cheese and your choice of chicken or steak, served with corn and black bean salsa. Served with choice of side.

.....\$9.99

.....\$11.99

Mozzarella Sticks

6 Crispy breaded mozzarella sticks served with warm marinara sauce.

.....\$8.99

Crabby Pretzel Sticks

3 pretzels sticks topped with our creamy crab dip and baked cheddar cheese.

.....\$13.99

Fried Green Tomatoes

\$7.99

Available when in season

Onion Ring Basket

Crispy fried Onion rings piled high and served with our famous SouthWest ranch.

.....**\$7.99**

SALADS

Choice of Dressing: House Bleu Cheese, House Ranch, House Southwest Ranch, House Balsamic Vinaigrette, Honey Mustard, Italian, & Creamy Caesar. Add Chicken \$3.99; Add Shrimp, Salmon, or Crab Cake \$6.99

Caesar Salad

Fresh Romaine, Garlic Croutons, Creamy Caesar & Shaved Parmesan

.....**\$8.99**

Southwest Chicken Salad

Tender Chicken breast grilled or crispy atop crisp romaine, tomato corn and black bean salsa cheddar cheese and SouthWest Ranch.

.....**\$12.99**

Dinner Salad

\$8.99

Fresh Seasonal Greens, Tomato, Cucumber, Red Onion, Cheddar Cheese, & Garlic Croutons with choice of dressing.

Cobb Salad

Tender grilled or crispy chicken breast Seasonal Greens, tomato, cucumber, red onion, bleu cheese crumbles, crispy bacon and hard boiled egg.

.....**\$12.99**

SOUP

Chesapeake Cream of Crab Soup*

Topped with Lump Crab

French Onion Soup

Traditional French onion soup topped with baked

Cup.	\$5.99	provolone cheese.
Bowl.	\$8.99	Crock	\$7.99

WINGS*

Wings*

Traditional Bone-In or Boneless wings tossed in your choice of sauce and served with celery. Buffalo, Bourbon Bbq, Garlic parmesean, Dragon, Mango Habanero, Old Bay, Tai Chili

Snack	\$10.99
Sm	\$16.99
Med	\$23.99
Lg.	\$26.99

SANDWICHES

Served with your Choice of Fries or Housemade Kettle Chips

Tavern Steak & Cheese* \$13.99

Thinly shaved steak seasoned and grilled with fresh onions and peppers topped with melted provolone cheese, served on a toasted sub roll.

Buffalo Chicken Wrap Grilled or Fried

Grilled or Fried chicken tossed in a mild buffalo sauce wrapped in a flour tortilla stuffed with fresh lettuce, tomato and cheddar jack cheese.

.....\$12.99

Signature Crab Cake Sandwich*

Our signature crab cake baked to perfection served on a toasted brioche bun with house made remoulade.

.....\$16.99

MAKE YOUR OWN BURGER BOARD*

Make Your Own Burger Board*

8oz of hand pattied Angus beef seasoned and grilled to your liking with choice of cheese and toppings.

.....\$13.99
+ Additional Toppings.\$1.00

Smokehouse Burger

1/2 pound Angus Burger topped with shaved steak, sautéed peppers, onions and provolone cheese.

.....\$14.99

Hangover Burger

1/2 pound Angus Beef topped with cheddar cheese, smoked bacon and finished with a sunny side egg.

.....\$14.99

BBQ Bacon Burger

\$14.99

1/2 pound Angus beef topped with 4 strips of crisp bacon, bourbon BBQ sauce, cheddar jack cheese and onion straws.

Dragon Burger

\$14.99

1/2 pound Angus Burger topped with jalapeno, house made fire sauce and cheddar jack cheese.

Rodeo Burger

\$14.99

1/2 pound Angus Burger topped with American Cheese, piled high with sautéed Onions, mushrooms and crispy bacon.

Beyond Burger

\$12.99

Plant-based burger that that looks, cooks and satisfies like beef and 100% vegan.

Double Juicy Burger

2 8oz Angus beef patties with choice of cheese and toppings

.....\$17.99

ENTREES

Served with Choice of 2 sides except Cavatappi & Mac N Cheese. Add to your Steak: Bleu Cheese, Garlic and Herb Spread, or Sautéed Mushrooms +\$2

12 or 8oz Choice New York Strip Angus Steak

8 or 12oz Hand-cut NewYork Strip seasoned and grilled to perfection.

.....\$31.99
.....\$21.99

White Horse Chicken Chesapeake*

Tender Chicken breast covered in an old bay cream sauce topped with jumbo lump crab meat and baked with provolone cheese.

.....\$18.99

Craft Brew Beer Battered Fish & Chips

Fresh cod coated in our housemade craft beer batter and fried golden brown, served with chef's secret slaw and choice of kettle chips or seasoned french fries.

.....\$14.99

Housemade Chicken Tender Dinner \$14.99

Four juicy tenderloins handbreaded to order and served with choice of BBQ, Ranch or Honey Mustard.

Signature White Horse Crab Cakes*

Two Signature Lump Crab Cakes baked to perfection, served with our house made remoulade.

.....\$26.99

8oz Bourbon Steak \$21.99

New York Strip marinated in bourbon and brown sugar

SIDES

Crispy French Fries

Housemade Kettle Chips

Seasonal Vegetables

Baked / Smashed Potato

Cole Slaw

PREMIUM SIDES

Loaded Baked / Smashed Potatoes

Housemade Mac N Cheese

+\$1

Onion Rings

Sub Side Salad

Side Salad

+\$2

Add +\$3.99

DRINKS

Ask About Our Craft Beers & Bourbons

Fountain Drinks \$2.99

Iced Tea & Coffee \$2.99

Pepsi, Diet Pepsi, Sierra Mist, Ginger Ale, Lemonade

Signature Milkshakes* \$7.99

Hand dipped Icecream blended with your choice of sauce strawberry, raspberry, chocolate.

**White Horse Specialty*

PL6

PICNIC4

PICNIC2

PL5

PICNIC3

PICNIC1

PL4

TENT
10

TENT
7

PL3

TENT
9

TENT
6

PL2

TENT
8

TENT
5

PL1

PATIO
3

PATIO
2

FIRE PIT

PATIO4/4.5

PATIO
1

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Jessica Carroll

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment: 10 minutes

Date Requested – 1st Choice: **April 21, 2022**

If a specific date is needed, please provide reason for specific date:

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): **Interviews/Appointments to the follow:**

1. JCDA

- **One Citizen Representative term ending April 5, 2024**
- **One Business Representative term ending April 5, 2025**

2. South Jefferson Public Library Board

- **One unexpired term ending June 30, 2023**

Please provide the County Commission with a description of your request or presentation, including any background information:

Is this a funding request? Y/N **NO**

If so, how much? \$

Provide exact financial impact/request:

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):

Attach supporting documents for request, or request may be denied.

If not attached, explain:

Is equipment needed? Projector **Y/N** Internet/Wi Fi **Y/N** Telephone for conference call **Y/N**

Contact information:

Email address:

Phone Number:

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

Judy York
86 Pine Knoll Rd
Shepherdstown, WV 25443
March 22, 2022

Jefferson County Commission
P.O. Box 250
Charles Town, WV 25414

Dear Jefferson County Commission,

I am writing to express my interest in serving as a member of the Board of Directors for Jefferson County Development Authority. As you'll see in my enclosed resume, I bring over twenty-five years of professional experience, including eleven years as an executive coach and business consultant in the local area and seven years as the CEO of NETCONN Solutions. I have been a long-time member and supporter of the local business community and am eager to apply my talents to help support business growth and retention in Jefferson County.

As an executive coach, I have chaired two small business peer advisory boards through Vistage International (www.vistage.com), coaching local CEOs and business owners in the strategy, leadership, and operations of their growing businesses. These businesses range from \$1 - \$20M in revenues and cover manufacturing, construction, technology and professional service industries. This experience gives me unique insight into the challenges and needs of local businesses.

Additionally, as the CEO of a small business headquartered in Western Maryland, I experienced first hand the struggles and successes of growing a business in the area. Under my leadership, the company's revenue grew each year, from \$10M to over \$30M, which landed us on the Inc. 500/5000 list multiple times and established NETCONN Solutions as the third largest woman-owned company in the State of Maryland at the time. Part of our success was knowing how to attract and retain high qualified technical and managerial talent in the area.

I have actively sought to take the lessons learned from growing our business over the years and share them with other small and emerging businesses. These efforts include:

- Serving on the Tech Council of Maryland (TCM) Board of Directors for four years as one of six advanced technology members on TCM's Executive Committee, Co-Chair of the Nominating Committee, and member of the Women's IT Committee.
- Mentoring other small and emerging businesses with organizations such as TEDCO and SCORE as well as through a formal SBA 8(a) Business Development Mentor-Protégé Program.
- Teaching management courses for Shepherd University's Business and MBA Programs and Frostburg University's School of Business.

When the NETCONN founders hired me to run their organization, they were looking for someone who could bring depth and breadth of business knowledge and experience to supplement their technical engineering backgrounds and grow the company. I did just that. My skills, talents, and knowledge would be a great asset to the Jefferson County Development Authority in the retention and expansion of business in Jefferson County.

Thank you for your consideration,



Judy York

Enclosure

JUDY YORK

86 Pine Knoll Lane, Shepherdstown, WV 25443
Cell: (301) 991-0035 e-mail: judy@trueformleadership.com

EXECUTIVE LEADERSHIP COACH

Seasoned executive leadership coach with 11+ years of experience and proven success in supporting clients with their leadership development, corporate growth, expansion, and fortification of business operations. Demonstrated ability to motivate disparate work teams and communicate effectively to all levels of the organization. Experience includes:

- Strategic Planning and Management
 - Policy and Procedure Development
 - Cross-Functional Management
 - Vendor Selection and Management
 - Government Contracting and Accounting
 - Proposal and Grant Writing and Review
 - Business Development and Marketing
 - Training Development and Delivery
-

PROFESSIONAL EXPERIENCE

TrueForm Leadership, LLC (www.trueformleadership.com) Jul. 2011-Present
OWNER/EXECUTIVE LEADERSHIP COACH Jul. 2011-Present

Leverage Integral Master Coach™ and Leadership Circle certifications to support entrepreneurs and executives in transforming themselves into better leaders. Key services include Leadership Coaching, Executive Team Coaching, and Business Strategy Coaching. Achievements include:

- Working with clients individually and in group settings to define coaching topics, related developmental objectives, and appropriate development practices and reflective exercises to help them achieve their goals.
- Developing strategic growth plans with leadership teams by clarifying mission, conducting SWOT analysis, identifying key growth initiatives, and establishing a structure for ongoing strategic execution and management.
- Chaired two small business peer advisory boards through Vistage International (www.vistage.com), coaching CEOs and business owners in the strategy, leadership, and operations of their growing businesses
- Contracted with Cerius Executives (www.ceriusexecutives.com) to provide interim executive support to clients in strategic planning, M&A readiness, and business exit.
- NGLCC Certified LGBTBE

Integral Coaching Canada Oct 2020-Present
FACULTY Oct. 2020-Present

- Assess coaching conversations and provide students in Professional and Master Certification Modules with the precise, powerful and customized feedback they need in their learning and development journeys.
- Mentor Coach for Integral Coaching Canada's Master Certification Module Students

Shepherd University & Frostburg State University Jan. 2013-Jan. 2020
ADJUNCT PROFESSOR Jan. 2013-Jan. 2020

- Teach in Shepherd University's MBA Program and School of Business. Courses taught include Principles in Management, Project Management, Management Information Systems, and Introduction to Networking.
- Teach Staffing and Development as well as Gender in Technology for Frostburg University's School of Business.

NETCONN Solutions, Inc. Sept. 2003 – Jul. 2011
PRESIDENT & CEO Jun. 2004 – Jul. 2011

Set strategic direction and fortified operations for this rapidly growing, small business that specialized in providing information technology and professional services to the Federal Government. Led multi-year strategic planning and execution cycles to build corporate value and position the company for sale (successful exit event occurred in July 2011 to General Dynamics). Achievements included:

- Produced positive revenue growth each year, growing the company from \$10M to over \$30M in revenue in seven years (146%). This included growth from 80 to 165 employees and established NETCONN as the third largest woman-owned business in the State of Maryland and the Tech Council of Maryland Government Contractor of the year in 2011. Earned INC500/5000 status over multiple years.
- Stood up the company's first formal Program Management Office; instituted company-wide project management policies and procedures; led the launch of Unanet, a professional services automation solution; and

sponsored our CMMI Level 2 appraisal, an important milestone in the company's long-term performance improvement effort to ensure top quality service offerings.

- Led the acquisition and launch of a CRM solution and helped secure key contracts, including major recompetes and ENCORE II (a DISA ID/IQ vehicle), through capture, proposal, and pricing initiatives.
- Directed the development a company-wide performance bonus plan aligned to strategic priorities and tied to key performance indicators, functional area goals, and employee contributions.
- Served on Tech Council of Maryland (TCM) Board of Directors, was one of six advanced technology members on TCM's Executive Committee, was Co-Chair of the Nominating Committee.
- Provided executive mentorship, as the Mentor-Protégé Executive Sponsor, under the SBA 8(a) Business Development Program, supporting the protégé CEO in the areas of technical, managerial, financial, and administrative support.
- Speaker at many industry events and five-year member of Vistage, a CEO peer-mentoring organization.

GENERAL MANAGER

Sept. 2003 – Jun. 2004

Managed operations for \$10MM professional services organization – overseeing human resources, recruiting, contracting, and accounting functions. Achievements during this time period included:

- Led launch of new accounting and time reporting system (Deltek GCS Premier and Time Collection) to streamline and automate processes such as timekeeping, payroll, accounts payable and receivable.
- Secured grants for over \$100K from the Maryland Department of Business & Economic Development and Washington County for development of a new headquarters, employee training, and marketing programs.
- Managed contract negotiations, maintenance, and support, including the creation of pricing models.

AT&T Wireless

Sept. 1995-Sept. 2003

PRODUCT MANAGER, Mobile Multi-Media Services

Mar. 2002 – Sept. 2003

Managed product lifecycle roadmap for enterprise wireless data solutions that leverage network capabilities and emerging technologies while managing cross-functional teams in the development and launch of those solutions.

PROJECT MANAGER, Marketing Operations

Nov. 1999 – Mar. 2002

Managed cross-functional project teams of 15-20 members (including R&D, network services, IT, distribution, customer and channel operations, training, and marketing) to commercially launch new wireless data initiatives.

REGIONAL SALES TRAINER

Jan. 1997 – Nov. 1999

Evaluated, created, and implemented new custom training programs to increased sales productivity.

CELLULAR SALES CONSULTANT

Sept. 1995 – Jan. 1997

Exceeded sales goals for position and earned yearly sales incentive award for achieving 121% of quota.

SERVICE

- **Maryland Tech Council, Board Member** – served on the Tech Council of Maryland (TCM) Board of Directors as one of six advanced technology members on TCM's Executive Committee, Co-Chair of the Nominating Committee, and member of the Women's IT Committee – 2007-2011
- **TEDCO | Maryland Entrepreneur Funding and Investments, Mentor & Panel Judge** – Maryland Entrepreneurial Resource List (MERL) Mentor facilitating transfer of technology from Maryland's research universities and federal labs into the marketplace and Panel Judge for MII Innovation Commercialization Program – 2011-2013
- **SCORE, Mentor** - dedicated to helping small businesses get off the ground, grow and achieve their goals through education and mentorship – 2011-2015
- **Panel Judge** – InvestMaryland Challenge, Hub City Business Competition, West Virginia Statewide Collegiate Business Plan Competition, George Washington University's First Year Development Program's Business Innovation Plan Competition
- **Executive Mentor** – SBA 8(a) Mentor-Protégé Program, WV Visionary Group, Washington County Public Schools Aspiring Entrepreneurs Competition, Integral Coaching Canada's Master Certification Module Students
- **Speaker** – for various organization on business growth, leadership, preparing for M&A

EDUCATION

- Master of Science in Information Systems (MSIS) – Pennsylvania State University – 2003
 - Master of Business Administration (MBA) – Pennsylvania State University – 2001
 - Project Management (Master's Certificate) – Steven's Institute of Technology – 2001
 - Human Resources Management (Master's Certificate) – Pennsylvania State University – 2000
 - Bachelor of Arts in English (BA) – Virginia Tech – 1991
-

CERTIFICATIONS

- International Coaching Federation – Professional Certified Coach (PCC) – 2019
 - The Leadership Circle and Collective Leadership Assessment Practitioner – 2019
 - Trauma-Informed Coach through Moving The Human Spirit – 2019
 - Integral Coaching Canada – Integral Master Coach™ (IMC) – 2018
 - Project Management Institute – Project Manager Professional (PMP) Certification – 2003 (Retired)
-

AWARDS (via NETCONN Solutions, Inc.)

- Tech Council of Maryland – Government Contractor of the Year, 2011
- Inc. 500/5000 – 2006-2007, 2010-2011
- Diversity Business' – Top 50 Small Businesses in MD/ Top 500 in the U.S., 2005-2011
- Washington Smart CEO – SMART100, 2009-2010
- Washington County, MD – Workforce Development Award, 2008
- Deloitte – Maryland Technology Fast 50, 2004-2008 & North American Technology Fast 500, 2005-2007
- Government Computer News – Top 25 Federal Woman-Owned Firms, 2007
- Washington Smart CEO – Future 50, 2005-2006
- Governor Ehrlich in the Governor's Office of Minority Affairs' – Salute to Women Entrepreneurs, 2006
- Washington Technology's – Fast 50 Government Contractor, 2004-2005

Dear County Commissioners,

I would like to apply for open volunteer positions on county boards. I am qualified to do so because I am a county resident. I have been a member of the Water Advisory Committee and was the secretary until last July (2021) when I had a motorcycle accident. I will retire from my day job July 1, 2022 and have time to fulfill any obligations on volunteer boards.

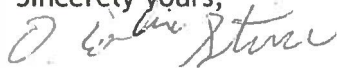
I would like to be a member of the **Committee for the Development of the County Strategic Plan**. I think we want to remain a rural/suburban county. We do not want to be fully suburbanized like Fairfax. If we are to maintain a mix of rural and suburban communities, we need to have a farmer on the planning committee. I own a 300 acre farm and I farm all of the land I own. Thus, I would bring an important perspective to the strategic planning process.

In addition, I would like to be on the **Jefferson County Development Authority**. As I mentioned, I am a farmer and I think that farmers need to be represented on the JCDA.

Finally, I would like to serve on the **Farmland Protection Board**. Already, I have been invited by two members of the FPB to apply. My farm is enrolled in farmland protection and I would bring an important perspective to the table.

By appointing me to all three committees, I would bring a continuity to protecting and preserving the rural beauty in our county. While serving on the Water Advisory Committee, I have become aware of a problem in our county government. There is often a disconnect between one board and another board that causes conflicts and inefficiencies that lead to problems. My goal is to maintain the high quality of life that we enjoy in our community

Sincerely yours,

A handwritten signature in cursive script that reads "Colin Stine".

Colin Stine

Received

APR 05 2022

Jefferson County Commission
Application for Boards, Committees or Commissions

Jefferson County Commission
hand delivered
@ 1pm

Please type or print information

Name: ANDREA "ANDY" COLANDREA

Home Telephone Number: 304-279-9130

Work Address: 733 N. MILDRED ST.

Work Phone Number: 304-279-9130

Mobile Phone Number: 304-279-9130

E-mail Address: ANDY COLANDREA@YAHOO.COM

Party Affiliation: (Building Commission and Health Department applicants)
INDEPENDENT

Occupation: OWNER OF COLANDREA CORPORATION

Education: High School JEFFERSON

College _____

Trade/Business School _____

Are you a United States citizen? Yes No

Are you a West Virginia resident? Yes No

Are you a resident of Jefferson County? Yes No

Are you able to produce verification of residency? Yes No

(Proof of paying personal property tax, voter registration, etc.)

Address: 733 N. MILDRED ST.
RAWSON, WV 25438

Magisterial District: _____

List Qualifications for this Position and/or include a resume and cover letter that expresses your interest in serving:

I HAVE BEEN IN BUSINESS FOR OVER 19 YEARS, I UNDERSTAND BUDGETS, P+L'S, AND MOST IMPORTANT HOW TO LOWER EXPENSES AND INCREASE REVENUE.

Organization Memberships and Positions Held : _____

Have you even been convicted of any felonies? If yes, please list. *NO*

Date:	Offense:

Statement: _____

I hereby certify that the facts set forth in the above are true and complete to the best of my knowledge and authorize the Jefferson County Commission to verify their accuracy and to obtain reference information. I hereby release Jefferson County Commission from any/all liability of whatever kind and nature which, at any time, could result from obtaining and having an appointment decision based on such information.

I understand that falsified statements of any kind or omissions of facts called for on this application shall be considered sufficient basis for removal.

I understand that I will fully adhere to the policies, rules and regulations of this appointment, including reading, adhering and signing the County's Ethics Statement and adhering to Robert's Rules as provided in a packet to me when obtaining my Oath of Office or on the County's website. I understand I may also attend a free annual Board Training and Ethics Training meeting established by the Jefferson County Commission.

Signature:  Date: 4.5.22

This application is good for and will be retained for two (2) years in accordance with the Administrative Policies and Procedures Policy. In order to be considered for appointment, a new application must be submitted.

Jefferson County Commission
Application for Boards, Committees or Commissions

Received

5 2022

Please type or print information Citizen Representative
Jefferson County Commission
rcvd in mail
12:30 pm

Name: Megan Henry-Duncan

Home Telephone Number: (970) 415 3656

Work Address: 120 Commerce circle #200, Kearneysville WV

Work Phone Number: (304) 728-0000

Mobile Phone Number: (970) 415-3656

E-mail Address: mrhenry93@cloud.com

Party Affiliation: (Building Commission and Health Department applicants)

N/A

Occupation: EMT/Medical Assistant

Education: High School Yampah MHW High-Glenwood Springs Co

College IBMC - Ft. Collins Co

Trade/Business School Summit Racing/BSR - Summit Point WV

Are you a United States citizen? Yes No

Are you a West Virginia resident? Yes No

Are you a resident of Jefferson County? Yes No

Are you able to produce verification of residency? Yes No

(Proof of paying personal property tax, voter registration, etc.)

Address:

310 W Liberty St #3
Charter Town WV 25419

Magisterial District: _____

List Qualifications for this Position and/or include a resume and cover letter that expresses your interest in serving:

Want to be able to let the citizens voice be heard as well as find better ways so they can be heard and County Commission can be understood by the citizens.

Organization Memberships and Positions Held : Independent Fire Company
- Volunteer EMT (Firefighter trainee)

Have you even been convicted of any felonies? If yes, please list. N/A

Date:	Offense:

Statement: _____

I hereby certify that the facts set forth in the above are true and complete to the best of my knowledge and authorize the Jefferson County Commission to verify their accuracy and to obtain reference information. I hereby release Jefferson County Commission from any/all liability of whatever kind and nature which, at any time, could result from obtaining and having an appointment decision based on such information.

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Signature:  Date: 3/29/22

This application is good for and will be retained for two (2) years in accordance with the Administrative Policies and Procedures Policy. In order to be considered for appointment, a new application must be submitted.

712 Brucetown Road
Kearneysville, WV 25430
March 3, 2022

Jefferson County Commission
Post Office Box 250
Charles Town, WV 25414

Dear Jefferson County Commissioners:

It is with great regret that I must tender my resignation from the South Jefferson Public Library Board of Directors effective immediately due to both health reasons and a desire to spend more time with my family who all currently live out of state. Since my husband and I frequently visit them, I am unable to give the South Jefferson Public Library Board the time and the attention that it so rightly deserves.

I would like to thank the Commission for allowing me the pleasure of working with a wonderful and dedicated group of individuals for more than forty years.

Sincerely,



Linia Overly

March 16, 2022

The County Commission of Jefferson County
Post Office Box 250
Charles Town, WV 25414

RE: South Jefferson Public Library Board of Directors
Unexpired term of Linia Overly

Dear Commissioners,

This letter is to convey the unanimous acceptance, of the board, of the resignation of Linia Overly from her position on the South Jefferson Public Library Board of Directors. Her term expires in June of 2023. Lin served the library faithfully as treasurer for over forty years and was a founding member of the library. Her service and dedication to the library and the community are deeply appreciated. Lin has recently informed the board of her decision via email. Her decision is based on health concerns and her relocation to Florida for most of the year.

The board of directors also wish to unanimously recommend that Mr. Nick DiGennaro, of Summit Point, be allowed to complete Lin Overly's unexpired term. As we are in the beginning stages of an expansion project at the library, we look forward to having Mr. DiGennaro's expertise in construction and financing to assist us in this project.

Thank you for your attention to these concerns.

Sincerely,

A handwritten signature in cursive script that reads "Cathie Burke".

Cathie Burke, President

Jefferson County Commission
Application for Boards, Committees or Commissions

Please type or print information

Name: NICK DOMINIC Di GENNARO

Home Telephone Number: 304-725-0858

Work Address: 2967- SUMMIT POINT ROAD ^{WVA 25946} SUMMIT POINT

Work Phone Number: 800-826-8186

Mobile Phone Number: 703-898-3096

E-mail Address: Di GENNARO ELECTRI @ COMCAST.NET

Party Affiliation: (Building Commission and Health Department applicants)

Occupation: SO. Di GENNARO ELECTRIC CON. INC

Education: High School 12

College —

Trade/Business School BLADENSBURG MD.

Are you a United States citizen? Yes No

Are you a West Virginia resident? Yes No

Are you a resident of Jefferson County? Yes No

Are you able to produce verification of residency? Yes No

(Proof of paying personal property tax, voter registration, etc.)

Address: 936- SUMMIT POINT ROAD
SUMMIT POINT
W.VA. 25946

Magisterial District: Middleway

List Qualifications for this Position and/or include a resume and cover letter that expresses your interest in serving:

owner of an electrical business

Organization Memberships and Positions Held : _____

Have you even been convicted of any felonies? If yes, please list. no

Date:	Offense:

Statement: _____

I hereby certify that the facts set forth in the above are true and complete to the best of my knowledge and authorize the Jefferson County Commission to verify their accuracy and to obtain reference information. I hereby release Jefferson County Commission from any/all liability of whatever kind and nature which, at any time, could result from obtaining and having an appointment decision based on such information.

I understand that falsified statements of any kind or omissions of facts called for on this application shall be considered sufficient basis for removal.

I understand that I will fully adhere to the policies, rules and regulations of this appointment, including reading, adhering and signing the County's Ethics Statement and adhering to Robert's Rules as provided in a packet to me when obtaining my Oath of Office or on the County's website. I understand I may also attend a free annual Board Training and Ethics Training meeting established by the Jefferson County Commission.

Signature:  Date: 4-15-22

This application is good for and will be retained for two (2) years in accordance with the Administrative Policies and Procedures Policy. In order to be considered for appointment, a new application must be submitted.

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Keith Lowry

Department or Organization: **Jefferson County Community Ministries**

Estimation of amount of time needed for appointment: **15 minutes**

Date Requested – 1st Choice: **April 14, 2022**

If a specific date is needed, please provide reason for specific date:

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): **Request for FY23 Support for Launch of Jefferson County Community Ministries “Community Services Center” to Support the Homeless and At-Risk**

Please provide the County Commission with a description of your request or presentation, including any background information: **Jefferson County and its municipalities has seen the challenges of homelessness and families and individuals at risk, which have been made worse by crises in mental health, substance use, domestic violence, the COVID pandemic, and other issues. JCCM is on the front lines of dealing with these issues, supporting people who are homeless or at-risk of homelessness, and trying to reduce and eliminate these problems.**

Is this a funding request? Y/N NO

If so, how much? \$

Provide exact financial impact/request:

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):

The Jefferson County Commission has been a partner with JCCM to address the crisis of homelessness and family distress. On behalf of JCCM I strongly urge you to support our request to secure congressionally-directed grant funding for a new “Community Services Center”.

Attach supporting documents for request, or request may be denied.

If not attached, explain:

Is equipment needed? Projector Y/N Internet/Wi Fi Y/N Telephone for conference call Y/N

Contact information: Keith A. Lowry

Email address: directorkeith@jccm.us

Phone Number: 304-725-3186

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

AGENDA REQUEST FORM

www.jeffersoncountywv.org



Name: Doug Estep

Department or Organization: Coal Country Tours

Estimation of amount of time needed for appointment:

Date Requested - 1st Choice: Next meeting
If a specific date is needed, please provide reason for specific date:

Date Requested - 2nd Choice:

Subject (Wording to be placed on agenda): Funding & Access request. Centennial events for 1922 Treason Trials.

Please provide the County Commission with a description of your request or presentation, including any background information:

Is this a funding request? YN
If so, how much? \$ 1000.00
Provide exact financial impact/request: Stiponds for out of town panelists & musicians, audio/visual technicians, printing & advertising
Recommended motion (Please type out the wording of the motion that you would like the Commission to approve):

Attach supporting documents for request, or request may be denied.
If not attached, explain:

Is equipment needed? Projector Y/N Internet/Wi Fi Y/N Telephone for conference call Y/N

Contact information:
Email address: Phone Number: __

FOR COMMISSION STAFF USE ONLY - FINANCIAL IMPACT/RECOMMENDATION

not applicable

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Michelle Gordon, Finance Consultant

Department or Organization: **County Commission**

Estimation of amount of time needed for appointment: 15 minutes

Date Requested – 1st Choice: **April 21, 2022**

If a specific date is needed, please provide reason for specific date:

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*):

- Review of Highmark Medical Insurance Renewal Options and Selection of Plan for FY2023
- Review of Delta Dental Insurance Renewal Option for FY2023
- Review of the Employee and Employer insurance premium rates for health, dental and vision for FY2023

Please provide the County Commission with a description of your request or presentation, including any background information:

INFORMATION ONLY-NO ACTION NEEDED:

- The County's life insurance policy with Hartford Life is currently active with a 2 year contract expiring 06/30/2023.
- National Vision Administrators-vision insurance plan is currently active with a 4 year contract covering FY19/20, FY20/21, FY21/22, and FY22/23, expiring 6/30/2023.

Is this a funding request? Y/N **No**

If so, how much? \$ **NA**

Provide exact financial impact/request:

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):

- Motion to accept Highmark of West Virginia health insurance renewal for FY2023.
- Motion to accept Delta Dental insurance renewal for FY2023.
- Motion to accept the FY2023 employee and employer insurance premium rates for health, dental and vision as presented.

Attach supporting documents for request, or request may be denied.

If not attached, explain:

Is equipment needed? Projector **Y/N NO** Internet/Wi Fi **Y/N NO** Telephone for conference call **Y/N NO**

Contact information:

Email address:

Phone Number:

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable





JEFFERSON COUNTY COMMISSION

124 East Washington Street, P.O. Box 250, Charles Town, WV 25414

Phone: (304) 728-3284 Fax: (304) 725-7916

Web: www.jeffersoncountywv.org

PRESIDENT
Caleb Wayne Hudson

April 12, 2022

VICE PRESIDENT
Stephen Stolpher

Honorable Commissioners
Jefferson County, West Virginia

COMMISSIONER
Jane Tabb

Attached are the medical insurance renewal contracts for fiscal year 2022-2023 for Jefferson County employees.

COMMISSIONER
Clare Ath

FY2023 Summary

COMMISSIONER
Tricia Jackson

Highmark Medical/Rx includes one option for review. During the budget process, the County's insurance representative advised that the monthly premium for the current health insurance plan would increase by 5-8% for FY2023 and \$115,000 or 5% was included to cover a portion of this increase in the budget.

Employee Portion of the Insurance Premium: The last increase to the employee portion of the County's insurance premium was during FY2021 (Effective 7/1/2020). In April 2020, an analysis of insurance premiums paid by the employee and employer was prepared. As part of the analysis, a review the annual salary makeup of employees enrolled in the County's insurance plan was performed. Additionally, the employee vs employer portion of premiums paid was compared to the percentages paid by governmental insurance plans for surrounding jurisdictions and for employees of the State of West Virginia. The analysis determined that the portion of the premium paid by the County was higher than that of other jurisdictions and that the imbalance would need corrected.

To lessen the impact on employees and work toward correcting the imbalance, a plan to phase the adjustment of the employee vs employer portion of insurance premiums to that of governmental norms was implemented in FY2021. During the FY2022 budget process, the Commission did not approve a cost of living adjustment or merit increase for county employee annual salaries. As a result of that budgetary decision, the Commission also determined that phasing in of the premium adjustments would be placed on hold for FY2022 only. The new phase in plan, with estimated annual premium increases, is as follows:

	ee Only					ee+1					Family				
	ee	ee%	er	er%	Total	ee	ee%	er	er%	Total	ee	ee%	er	er%	Total
<i>Recommended Premium Increase Phase In</i>															
FY21	\$74.00	8.5%	\$797.65	91.5%	\$ 871.65	\$334.00	19.2%	\$1,409.31	80.8%	\$1,743.31	\$458.00	21.0%	\$1,721.14	79.0%	\$2,179.14
Temp Hold FY22	\$74.00	8.3%	\$817.30	91.7%	\$ 891.30	\$334.00	18.7%	\$1,448.60	81.3%	\$1,782.60	\$458.00	20.6%	\$1,770.25	79.4%	\$2,228.25
FY23	\$96.00	10.7%	\$801.80	89.3%	\$ 897.80	\$362.00	20.2%	\$1,433.61	79.8%	\$1,795.61	\$488.00	21.7%	\$1,756.51	78.3%	\$2,244.51
FY24	\$116.00	12.5%	\$808.73	87.5%	\$ 924.73	\$390.00	21.1%	\$1,459.48	78.9%	\$1,849.48	\$518.00	22.4%	\$1,793.85	77.6%	\$2,311.85
FY25	\$136.00	14.3%	\$816.48	85.7%	\$ 952.48	\$419.18	22.0%	\$1,485.78	78.0%	\$1,904.96	\$548.00	23.0%	\$1,833.21	77.0%	\$2,381.21
FY26	\$156.00	15.9%	\$825.05	84.1%	\$ 981.05	\$431.76	22.0%	\$1,530.35	78.0%	\$1,962.11	\$578.00	23.6%	\$1,874.64	76.4%	\$2,452.64
FY27	\$176.00	17.4%	\$834.48	82.6%	\$1,010.48	\$444.71	22.0%	\$1,576.26	78.0%	\$2,020.97	\$602.08	23.8%	\$1,924.14	76.2%	\$2,526.22
FY28	\$196.00	18.8%	\$844.80	81.2%	\$1,040.80	\$458.05	22.0%	\$1,623.55	78.0%	\$2,081.60	\$620.14	23.8%	\$1,981.87	76.2%	\$2,602.01
FY29	\$216.00	20.1%	\$856.02	79.9%	\$1,072.02	\$471.80	22.0%	\$1,672.26	78.0%	\$2,144.05	\$638.74	23.8%	\$2,041.32	76.2%	\$2,680.07
Goal % FY30	\$229.08	20.7%	\$875.10	79.3%	\$1,104.18	\$485.95	22.0%	\$1,722.42	78.0%	\$2,208.37	\$657.91	23.8%	\$2,102.56	76.2%	\$2,760.47

County Administrator
John Nissel

Deputy County Administrator
Vacant

Option OPT1: Highmark has provided the county with a rate hold for FY2023. The medical insurance renewal premium for a plan that implements no changes to the current level of services provided to employees has increased by 0.00%. This is a reduction from the initial renewal received (REN1) that included a 3.03% increase. *As a result, no increased cost is estimated for renewal option (OPT1); and, the county will realize savings of (\$115,000).* The total annual employer expense included in the FY2023 budget is \$2.3 million. Based on the **premium increase phase in plan**, the employee portion of insurance premiums will increase by on average \$26 monthly. The County will realize savings of approximately (\$51,000). Total savings is estimated to be (\$166,000). *Action is needed to approve the FY23 Contract.*

Employee vs employer premiums are proposed as follows:

**Jefferson County Commission
 Medical Insurance Rates
 (Monthly)
 Deductible \$4/\$8k, Coins 100/80 limit \$1/\$2k, ER \$125/100%**

Health	FY21	FY22	% of Prem	FY23	% of Prem	\$ Inc
<i>Increase over PY</i>	3.25%	0.00%		0.00%		
EE-er Portion	797.65	817.30	91.7%	795.30	89.2%	(22.00)
EE-ee Portion	74.00	74.00	8.3%	96.00	10.8%	22.00
Total EE	871.65	891.30		891.30		-
EE Plus 1-er Portion	1,409.31	1,448.60	81.3%	1,420.60	79.7%	(28.00)
EE Plus 1-ee Portion	334.00	334.00	18.7%	362.00	20.3%	28.00
Total EE Plus 1	1,743.31	1,782.60		1,782.60		-
EE+FAM-er Portion	1,721.14	1,770.25	79.4%	1,740.25	78.1%	(30.00)
EE+FAM-ee Portion	458.00	458.00	20.6%	488.00	21.9%	30.00
Total EE+Family	2,179.14	2,228.25		2,228.25		-

Delta Dental - Delta Dental has provided a 1 year rate hold for FY2023. The total annual employer expense for FY2023 is estimated to be \$46,235 and is included in the approved budget. Based on the **premium increase phase in plan**, the County will realize savings of approximately (\$1,154). *Action is needed to approve the FY23 Contract.*

Employee vs employer premiums are proposed as follows:

Dental (Monthly)	FY21	FY22	% of Prem	FY23	% of Prem	\$ Inc
<i>Increase over PY</i>	0.00%	0.00%		0.00%		
EE-er Portion	21.46	21.46	91.5%	20.94	89.3%	(0.52)
EE-ee Portion	2.00	2.00	8.5%	2.52	10.7%	0.52
Total EE	23.46	23.46		23.46		-
EE Plus 1-er Portion	21.47	21.47	46.0%	20.94	44.8%	(0.53)
EE Plus 1-ee Portion	25.24	25.24	54.0%	25.77	55.2%	0.53
Total EE Plus 1	46.71	46.71		46.71		-
EE+FAM-er Portion	21.46	21.46	30.6%	20.94	29.9%	(0.52)
EE+FAM-ee Portion	48.58	48.58	69.4%	49.10	70.1%	0.52
Total EE+Family	70.04	70.04		70.04		-

Hartford Group Life & Voluntary Life - Hartford is currently under a 2 year contract with a rate guarantee through FY 2023 (expiring 6/30/2023). The total annual employer expense for FY2023 is estimated to be \$31,394 and is included in the approved budget. *No action is needed.*

NVA Vision Plan- NVA is currently under 4 year contract with a 4 year rate guarantee through FY 2023 (expiring 6/30/2023) which means the County will have paid the same rate for 8 years. The total annual employer expense for FY2023 is estimated to be \$13,594 and is included in the approved budget. Based on the **premium increase phase in plan**, the County will realize savings of approximately (\$329). *No action is needed.*

Employee vs employer premiums are proposed as follows:

Vision (Monthly)	FY21	FY22		FY23		
<i>Increase over PY</i>	0.00%	0.00%		0.00%		
EE-er Portion	6.34	6.34	91.4%	6.19	89.2%	(0.15)
EE-ee Portion	0.60	0.60	8.6%	0.75	10.8%	0.15
Total EE	6.94	6.94		6.94		-
EE Plus 1-er Portion	6.34	6.34	53.4%	6.19	52.1%	(0.15)
EE Plus 1-ee Portion	5.54	5.54	46.6%	5.69	47.9%	0.15
Total EE Plus 1	11.88	11.88		11.88		-
EE+FAM-er Portion	6.34	6.34	33.4%	6.19	32.6%	(0.15)
EE+FAM-ee Portion	12.64	12.64	66.6%	12.79	67.4%	0.15
Total EE+Family	18.98	18.98		18.98		-

Sincerely,

Michelle Gordon
 Finance Consultant
mgordon@jeffersoncountywv.org

**Jefferson County Commission
 Medical Insurance Rates
 (Monthly)**

Deductible \$4/\$8k, Coins 100/80 limit \$1/\$2k, ER \$125/100%

Health (Monthly)	FY21	FY22	% of Prem	FY23	% of Prem	\$ Inc
<i>Increase over PY</i>	3.25%	0.00%		0.00%		
EE-er Portion	797.65	817.30	91.7%	795.30	89.2%	(22.00)
EE-ee Portion	74.00	74.00	8.3%	96.00	10.8%	22.00
Total EE	871.65	891.30		891.30		-
EE Plus 1-er Portion	1,409.31	1,448.60	81.3%	1,420.60	79.7%	(28.00)
EE Plus 1-ee Portion	334.00	334.00	18.7%	362.00	20.3%	28.00
Total EE Plus 1	1,743.31	1,782.60		1,782.60		-
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EE+FAM-ee Portion	458.00	458.00	20.6%	488.00	21.9%	30.00
Total EE+Family	2,179.14	2,228.25		2,228.25		-
Dental (Monthly)	FY21	FY22	% of Prem	FY23	% of Prem	\$ Inc
<i>Increase over PY</i>	0.00%	0.00%		0.00%		
EE-er Portion	21.46	21.46	91.5%	20.94	89.3%	(0.52)
EE-ee Portion	2.00	2.00	8.5%	2.52	10.7%	0.52
Total EE	23.46	23.46		23.46		-
EE Plus 1-er Portion	21.47	21.47	46.0%	20.94	44.8%	(0.53)
EE Plus 1-ee Portion	25.24	25.24	54.0%	25.77	55.2%	0.53
Total EE Plus 1	46.71	46.71		46.71		-
EE+FAM-er Portion	21.46	21.46	30.6%	20.94	29.9%	(0.52)
EE+FAM-ee Portion	48.58	48.58	69.4%	49.10	70.1%	0.52
Total EE+Family	70.04	70.04		70.04		-
Vision (Monthly)	FY21	FY22		FY23		
<i>Increase over PY</i>	0.00%	0.00%		0.00%		
EE-er Portion	6.34	6.34	91.4%	6.19	89.2%	(0.15)
EE-ee Portion	0.60	0.60	8.6%	0.75	10.8%	0.15
Total EE	6.94	6.94		6.94		-
EE Plus 1-er Portion	6.34	6.34	53.4%	6.19	52.1%	(0.15)
EE Plus 1-ee Portion	5.54	5.54	46.6%	5.69	47.9%	0.15
Total EE Plus 1	11.88	11.88		11.88		-
EE+FAM-er Portion	6.34	6.34	33.4%	6.19	32.6%	(0.15)
EE+FAM-ee Portion	12.64	12.64	66.6%	12.79	67.4%	0.15
Total EE+Family	18.98	18.98		18.98		-

Life	FY21	FY22	FY23
EE Only-er Portion	12.70	12.70	12.70

Name: **Jefferson County Commission**

Client: **123888** Eff Dt: **7/1/22** Rater:

Total Renewal Increase Given: **3.03%**

Options List for Current Client



														Total Contracts:															
														91	3	2	18	33	147										
	Ded	Coins	Coins Lim	OV/SP/UR	ER	Drug	TMOOP	SIN	EC	ECDN	ES	FAM	TOTAL	Ren Inc															
CUR1	\$4000/8000	100/80	\$0	\$25/35/50	\$125	Ret. \$10/20/40 MO: \$25/50/90	7,350	\$891.30	\$1,782.60	\$2,228.25	\$1,782.60	\$2,228.25	\$196,532																
REN1														\$918.31	\$1,836.61	\$2,295.77	\$1,836.61	\$2,295.77	\$202,487	3.03%									
														Contracts:					91	3	2	18	33	147					
													Total Current Premium:		\$196,532	Increase													
													Total Renewal Premium:		\$202,487	3.03%													
	Ded	Coins	Coins Lim	OV/SP/UR	ER	Drug	TMOOP	SIN	EC	ECDN	ES	FAM	Mo Prem	Inc from CUR															
Opt 1	\$4000/8000	100/80	\$0	\$25/35/50	\$125	Ret. \$10/20/40 MO: \$25/50/90	7,350	\$891.31	\$1,782.62	\$2,228.28	\$1,782.62	\$2,228.28	\$196,534	0.00%															

The above rates are based on the contract counts listed at the top of the sheet and assume TOTAL REPLACEMENT of the current plan(s) unless otherwise noted. Final rates will be determined upon final enrollment into the plan(s) and on the final participation calculation.

Opt #(s) Selected: _____ Signature: _____ Date: _____

Jefferson County Commission Super Blue Plus 2010

On the chart below, you'll see what your plan pays for specific services. You may be responsible for a facility fee, clinic charge or similar fee or charge (in addition to any professional fees) if your office visit or service is provided at a location that qualifies as a hospital department or a satellite building of a hospital.

Benefit	In Network	Out of Network
General Provisions		
Effective Date	July 1, 2022	
Benefit Period (1)	Contract Year (July 1 through June 30)	
Deductible (per benefit period)		
Individual	\$4,000	\$6,000
Family	\$8,000	\$12,000
Plan Pays – payment based on the plan allowance	100% after deductible	80% after deductible
Out-of-Pocket Limit (Includes coinsurance. Once met, plan pays 100% coinsurance for the rest of the benefit period)		
Individual	\$1,000	\$3,000
Family	\$2,000	\$6,000
Total Maximum Out-of-Pocket (Includes deductible, coinsurance, copays, prescription drug cost sharing and other qualified medical expenses, Network only) (2) Once met, the plan pays 100% of covered services for the rest of the benefit period.		
Individual	\$7,350	Not Applicable
Family	\$14,700	Not Applicable
Office/Clinic/Urgent Care Visits		
Retail Clinic Visits & Virtual Visits	100% after \$25 copay	80% after \$25 copay
Primary Care Provider Office Visits & Virtual Visits	100% after \$25 copay	80% after \$25 copay
Specialist Office Visits & Virtual Visits	100% after \$35 copay	80% after \$35 copay
Virtual Visit Provider Originating Site Fee	100% after deductible	80% after deductible
Urgent Care Center Visits	100% after \$50 copay	80% after \$50 copay
Telemedicine Services (3)	100% after \$10 copay	not covered
Preventive Care (4)		
Routine Adult		
Physical Exams	100% (deductible does not apply)	80% after deductible
Adult Immunizations	100% (deductible does not apply)	80% after deductible
Routine Gynecological Exams, including a Pap Test	100% (deductible does not apply)	80% after deductible
Mammograms, Annual Routine	100% (deductible does not apply)	80% after deductible
Mammograms, Medically Necessary	100% after deductible	80% after deductible
Diagnostic Services and Procedures	100% (deductible does not apply)	80% after deductible
Routine Pediatric		
Physical Exams	100% (deductible does not apply)	80% after deductible
Pediatric Immunizations	100% (deductible does not apply)	80% after deductible
Diagnostic Services and Procedures	100% (deductible does not apply)	80% after deductible
Emergency Services		
Emergency Room Services	\$125 copay (waived if admitted) after network deductible, 100% thereafter	
Ambulance Emergency (ground, water, air)	100% (deductible does not apply)	
Ambulance Non-Emergency (ground, water) (10)	100% after program deductible	80% after program deductible
Ambulance Non-Emergency (air)	100% (deductible does not apply)	
Hospital and Medical / Surgical Expenses (including maternity)		
Hospital Inpatient	100% after deductible	80% after deductible
Hospital Outpatient	100% after deductible	80% after deductible
Maternity (non-preventive facility & professional services) including dependent daughter	100% after deductible	80% after deductible

Benefit	In Network	Out of Network
Medical Care (including inpatient visits and consultations)/Surgical Expenses	100% after deductible	80% after deductible
Therapy and Rehabilitation Services		
Physical Therapy (Rehabilitative and Habilitative) – Limit: 30 visits per benefit period for other than chronic pain Limit: 30 visits per event for chronic pain (9) Limitations are for Physician & Outpatient Facility, Network and Non-Network, Rehabilitative and Habilitative, combined.	80% for other than chronic pain Primary Care Office Visit Cost-sharing will apply for chronic pain	80% for other than chronic pain Primary Care Office Visit Cost-sharing will apply for chronic pain
Respiratory Therapy	100% after deductible	80% after deductible
Speech Therapy	100% after deductible	80% after deductible
	including rehabilitative services and habilitative services	
Occupational Therapy (Rehabilitative and Habilitative) – Limit: 30 visits per benefit period for other than chronic pain Limit: 30 visits per event for chronic pain (9) Limitations are for Physician & Outpatient Facility, Network and Non-Network, Rehabilitative and Habilitative, combined	80% for other than chronic pain Primary Care Office Visit Cost-sharing will apply for chronic pain	80% for other than chronic pain Primary Care Office Visit Cost-sharing will apply for chronic pain
Spinal Manipulations (Rehabilitative and Habilitative) – Limit: 30 visits per benefit period for other than chronic pain Limit: 30 visits per event for chronic pain (9) Limitations are for Physician, Network and Non-Network, Rehabilitative and Habilitative, combined	80% for other than chronic pain Primary Care Office Visit Cost-sharing will apply for chronic pain	80% for other than chronic pain Primary Care Office Visit Cost-sharing will apply for chronic pain
Other Therapy Services (Cardiac Rehab, Infusion Therapy, Chemotherapy, Radiation Therapy and Dialysis)	100% after deductible	80% after deductible
Mental Health / Substance Use Disorder		
Inpatient Mental Health Services	\$100 inpatient copay/admission after deductible, 100% thereafter	\$100 inpatient copay/admission after deductible, 80% thereafter
Inpatient Detoxification / Rehabilitation	\$100 inpatient copay/admission after deductible, 100% thereafter	\$100 inpatient copay/admission after deductible, 80% thereafter
Outpatient Mental Health Services (includes virtual behavioral health visits)	100% after deductible	80% after deductible
Outpatient Substance Use Disorder Services	100% after deductible	80% after deductible
Other Services		
Allergy Extracts and Injections	100% after deductible	80% after deductible
Applied Behavior Analysis for Autism Spectrum Disorder (5)	100% after deductible	80% after deductible
Assisted Fertilization Procedures	100% after deductible	80% after deductible
Dental Services Related to Accidental Injury	100% after deductible	80% after deductible
Diagnostic Services		
Advanced Imaging (MRI, CAT, PET scan, etc.)	100% after deductible	80% after deductible
Basic Diagnostic Services (standard imaging, diagnostic medical, lab/pathology, allergy testing)	100% after deductible	80% after deductible
Durable Medical Equipment, Orthotics and Prosthetics	100% after deductible	80% after deductible
Home Health Care	100% after deductible	80% after deductible
	limit: 100 visits/benefit period aggregate with visiting nurse	
Hospice	\$100 inpatient copay/admission after deductible, 100% thereafter	\$100 inpatient copay/admission after deductible, 80% thereafter
Infertility Counseling, Testing and Treatment (6)	100% after deductible	80% after deductible
Private Duty Nursing	100% after deductible	80% after deductible
	limit: 35 visits/benefit period	
Skilled Nursing Facility Care	100% after deductible	80% after deductible
Transplant Services	100% after deductible	\$100 inpatient copay/admission after deductible, 80% thereafter
Diabetes Care Management Program (Digitally Monitored)	100% (deductible does not apply)	Not covered
Precertification Requirements (7)	Yes	Yes

Prescription Drugs

Prescription Drug Deductible Individual Family	none none
Prescription Drug Program (8) Soft Mandatory Generic Defined by the National Plus Pharmacy Network - Not Physician Network. Prescriptions filled at a non-network pharmacy are not covered. Your plan uses the Comprehensive Formulary with an Incentive Benefit Design	<p>Retail Drugs (34-day Supply) \$10 generic copay \$20 Formulary brand copay \$40 Non-Formulary brand copay</p> <p>Retail Drugs (35-90 day Supply) \$30 generic copay \$60 Formulary brand copay \$120 Non- Formulary brand copay Cost-sharing for Prescription Insulin Drugs will not exceed \$100 for a 30 day supply</p> <p>Mail Order Drugs (34-day Supply) \$10 generic copay \$20 Formulary brand copay \$40 Non-Formulary brand copay</p> <p>Mail Order Drugs (35-90 day Supply) \$30 generic copay \$60 Formulary brand copay \$120 Non- Formulary brand copay Cost-sharing for Prescription Insulin Drugs will not exceed \$100 for a 30 day supply</p>

This is not a contract. This benefits summary presents plan highlights only. Please refer to the policy/ plan documents, as limitations and exclusions apply. The policy/ plan documents control in the event of a conflict with this benefits summary.

- (1) Your group's benefit period is based on a Contract Year. The Contract Year is a consecutive 12-month period beginning on your employer's effective date. Contact your employer to determine the effective date applicable to your program.
- (2) The Network Total Maximum Out-of-Pocket (TMOOP) is mandated by the federal government. TMOOP must include deductible, coinsurance, copays, prescription drug cost share and any qualified medical expense.
- (3) Services are provided for acute care for minor illnesses. Services must be performed by a Highmark approved telemedicine provider. Virtual Behavioral Health visits provided by a Highmark approved telemedicine provider are eligible under the Outpatient Mental Health benefit.
- (4) Services are limited to those listed on the Highmark WV Preventive Schedule (Women's Health Preventive Schedule may apply).
- (5) Coverage for eligible members to age 18. After initial analysis, services will be paid according to the benefit category (e.g. speech therapy). Treatment for autism spectrum disorders does not reduce visit/day limits.
- (6) Treatment includes coverage for the correction of a physical or medical problem associated with infertility. Infertility drug therapy may or may not be covered depending on your group's prescription drug program.
- (7) Medical Management & Policy (MM&P) must be contacted prior to a planned inpatient admission or within 48 hours of an emergency or maternity-related inpatient admission. Please note that certain outpatient procedures also require prior authorization. Be sure to verify that your provider is contacting MM&P for precertification. If this does not occur and it is later determined that your services are not medically necessary or appropriate, you will be responsible for payment of any costs not covered.
- (8) The Highmark formulary is an extensive list of Food and Drug Administration (FDA) approved prescription drugs selected for their quality, safety and effectiveness. The formulary was developed by Highmark Pharmacy Services and approved by the Highmark Pharmacy and Therapeutics Committee made up of clinical pharmacists and physicians. All plan formularies include products in every major therapeutic category. Plan formularies vary by the number of different drugs they cover and in the cost-sharing requirements. Your program includes coverage for both formulary and non-formulary drugs at the copayment or coinsurance amounts listed above. Under the soft mandatory generic provision, when you purchase a brand drug that has a generic equivalent, you will be responsible for the brand-drug copayment plus the difference in cost between the brand and generic drugs, unless your doctor requests that the brand drug be dispensed. Anti-Cancer medications orally administered or self-injected. Deductible, copayment and coinsurance amounts for patient administered anti-cancer medications that are covered benefits are applied on no less favorable basis than for provider injected or intravenously administered anti-cancer medications.
- (9) 30 visit maximum per event for combined physical therapy, occupational therapy and spinal manipulations
- (10) Unless otherwise provided for benefits for emergency ambulance services rendered by a non-network provider will be subject to the same cost-sharing amount, if any, that is applicable to network services. The member will be responsible for any amounts billed by the non-network provider for non-emergency ground and water ambulance services that are in excess of the amount that Highmark WV pays.

Discrimination is Against the Law

The Plan complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability, or sex. The Plan does not exclude people or treat them differently because of race, color, national origin, age, disability, or sex. The Plan:

- Provides free aids and services to people with disabilities to communicate effectively with us, such as:
 - Qualified sign language interpreters
 - Written information in other formats (large print, audio, accessible electronic formats, other formats)
- Provides free language services to people whose primary language is not English, such as:
 - Qualified interpreters
 - Information written in other languages

If you need these services, contact the Civil Rights Coordinator.

If you believe that the Plan has failed to provide these services or discriminated in another way on the basis of race, color, national origin, age, disability, or sex, you can file a grievance with: Civil Rights Coordinator, P.O. Box 22492, Pittsburgh, PA 15222, Phone: 1-866-286-8295, TTY: 711, Fax: 412-544-2475, email: CivilRightsCoordinator@highmarkhealth.org. You can file a grievance in person or by mail, fax, or email. If you need help filing a grievance, the Civil Rights Coordinator is available to help you. You can also file a civil rights complaint with the U.S. Department of Health and Human Services, Office for Civil Rights electronically through the Office for Civil Rights Complaint Portal, available at <https://ocrportal.hhs.gov/ocr/portal/lobby.jsf>, or by mail or phone at:

U.S. Department of Health and Human Services
200 Independence Avenue, SW
Room 509F, HHH Building
Washington, D.C. 20201
1-800-368-1019, 800-537-7697 (TDD)

Complaint forms are available at <http://www.hhs.gov/ocr/office/file/index.html>.

If you speak English, language assistance services, free of charge, are available to you. Call 1-877-959-2562.

Si usted habla español, servicios de asistencia lingüística, de forma gratuita, están disponibles para usted. Llame al 1-877-959-2562.

如果您说中文，可向您提供免费语言协助服务。
請致電 1-877-959-2562。

Si vous parlez français, les services d'assistance linguistique, gratuitement, sont à votre disposition. Appelez au 1-877-959-2562.

Wenn Sie Deutsch sprechen, steht Ihnen unsere fremdsprachliche Unterstützung kostenlos zur Verfügung. Rufen Sie 1-877-959-2562.

إذا كنت تتحدث اللغة العربية، فهناك خدمات المعانة في اللغة المجانية متاحة لك. اتصل على الرقم
. 1-877-959-2562

Nếu quý vị nói tiếng Việt, chúng tôi cung cấp dịch vụ hỗ trợ ngôn ngữ miễn phí cho quý vị. Xin gọi số 1-877-959-2562.

한국어를 사용하시는 분들을 위해 무료 통역이 제공됩니다.
1-877-959-2562 로 전화.

日本語が母国語の方は言語アシスタンス・サービスを無料でご利用いただけます。 1-877-959-2562 を呼び出します。

Kung nagsasalita ka ng Tagalog, may makukuha kang mga libreng serbisyong tulong sa wika. Tumawag sa 1-877-959-2562.

Se parla italiano, per lei sono disponibili servizi di assistenza linguistica a titolo gratuito. Chiamare l'1-877-959-2562.

หากคุณพูด ไทย, มีบริการช่วยเหลือคำภาษาไทยให้คุณโดยไม่มีค่าใช้จ่าย โทร 1-877-959-2562

यदि तपाईं नेपाली भाषा बोल्नुहुन्छ भने, तपाईंका लागि भाषा सहायता सेवाहरू निशुल्क उपलब्ध हुन्छन्। 1-877-959-2562 मा फोन गर्नुहोस्।

اگر شما به زبان فارسی صحبت می کنید، خدمات کمک زبان رایگان با تماس با شماره 1-877-959-2562 .

Если вы говорите по-русски, вы можете воспользоваться бесплатными услугами языковой поддержки. Звоните 1-877-959-2562.

توجہ فرمائیں: اگر آپ اردو بولتے ہیں، زبان معاونت سروس، مفت میں آپ کے لیے دستیاب ہے۔
1-877-959-2562 پر کال کریں۔

Si se Kreyòl Ayisyen ou pale, gen sèvis entèprèt, gratis-ticheri, ki la pou ede w. Rele nan 1-877-959-2562.

Se a sua língua é o português, temos atendimento gratuito para você no seu idioma. Ligue para 1-877-959-2562.

Dla osób mówiących po polsku dostępna jest bezpłatna pomoc językowa. Zadzwoń 1-877-959-2562.

Diné k'ehgo yánilti'go, language assistance services, éi t'áá níik'ch, bec níká a'doowol, éi bec ná'ahóót'i'. Kojí' hodíilnih 1-877-959-2562.

February 17, 2022

Jefferson County Commission
 124 E. Washington Street
 Charles Town, WV 25414

RE: Contract Renewal for Jefferson County Commission
 Delta Dental PPOSM Group# 15919

We appreciate your business and thank you for choosing Delta Dental of West Virginia. Your employees are among the millions nationwide who trust their smiles to Delta Dental.

We are pleased to present you with your dental plan contract renewal information. We are committed to providing you with quality plan designs combined with excellent customer service.

When reviewing your dental plan, we considered cost factors related to your group's dental service utilization and claims experience. We have made every attempt to provide the most competitive renewal possible.

We have calculated your rates based on the employer/employee contribution levels in your contract remaining the same. If the contribution levels and/or enrollment guidelines have changed or will change, please notify us immediately, as such a change may affect your renewal rate.

The following is the renewal information for your Delta Dental PPOSM dental plan:

<i>Effective Date</i>	<i>July 01, 2022</i>	
<i>Contract Term</i>	<i>July 01, 2022 - June 30, 2023</i>	
<i>% increase</i>	<i>0.00%</i>	
	<i>Current Rates</i>	<i>Renewal Rates</i>
<i>Enrollee Only</i>	<i>\$23.46</i>	<i>\$23.46</i>
<i>Enrollee + 1 Dependent</i>	<i>\$46.71</i>	<i>\$46.71</i>
<i>Family</i>	<i>\$70.04</i>	<i>\$70.04</i>

Delta Dental Insurance Company
 Telephone: 800-521-2651

Delta Dental of California
 Telephone: 888-335-8227

Delta Dental Mid-Atlantic Region
 Delta Dental of Delaware, Inc.
 Delta Dental of the District of Columbia
 Delta Dental of New York, Inc.
 Delta Dental of Pennsylvania (Maryland)
 Delta Dental of West Virginia
 Telephone: 800-932-0783

To renew your dental plan contract, please follow these steps:

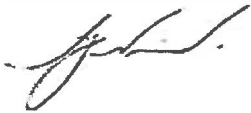
- 1) Review this letter for changes to your dental plan for July 01, 2022
- 2) Begin paying the rates outlined in this letter with your new contract term.

Upon your renewal you will receive a formal amendment to your contract. If you would like to review an amendment prior to renewing your plan, please contact your Account Manager and an amendment will be provided.

If you have any questions about your renewal, your Account Manager will be happy to help. We appreciate your continued confidence in Delta Dental. We are proud of our association with you and look forward to a long and mutually successful relationship.

Sincerely,

Delta Dental of West Virginia

A handwritten signature in black ink, appearing to read 'MohammadReza Navid', with a stylized flourish at the end.

MohammadReza Navid
Group Vice President, Sales & Marketing

The American Dental Association (ADA) annually updates its standard dental procedure coding system, which is a component of its Code on Dental Procedures and Nomenclature (CDT Code) reference manual. When the ADA changes the codes, carriers must adopt the changes. We process claims according to the current CDT reference manual. Changes made to comply with the CDT Code do not constitute a material change to your dental plan design.

Summary of Contract Amendments to

Jefferson County Commission

Delta Dental PPOSM

OTHER INFORMATION

Delta Dental's retro-termination policy for enrollees. As a reminder, Delta Dental's policy is that enrollment may be adjusted retroactively to the immediately preceding three months plus the current month billed if no claims have been processed after the requested termination date for the enrollee.

Provider reimbursement. As a reminder, Delta Dental's policy is to reimburse contracted dentists based on the network payment provisions for the geographic area in which the services are provided.

OHCA Notification

Please be informed that consistent with the group application and group contract terms, Delta Dental considers its relationship with fully insured group health plans as subject to HIPAA's "Organized Health Care Arrangement" (OHCA) privacy rules as defined in 45 Code of Federal Regulations (C.F.R.) §164.501. Functionally, the exchange of enrollment information between Delta Dental and your group remains the same.

While a Business Associate Agreement is not required between Delta Dental and your fully insured group health plan within an OHCA, any Protected Health Information (PHI) exchanged or shared between the entities remains subject to HIPAA's minimum necessary rule and other privacy rules in addition to any applicable state laws and regulations governing the disclosure of individually identifiable health information.

Additionally, confidentiality requirements remain applicable to the exchange of information within an OHCA.

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: **Nathan Cochran**

Department or Organization: **Prosecuting Attorney's Office**

Estimation of amount of time needed for appointment:

Date Requested – 1st Choice: **April 21, 2022**

If a specific date is needed, please provide reason for specific date:

Date Requested – 2nd Choice: **May 5, 2022**

Subject (*Wording to be placed on agenda*):

- 1. Discussion of legal issues regarding proposed solar text amendment including bonding, comprehensive plan, and related matters, including discussion of 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, Jefferson County Circuit Court Civil Action No. CC-19-2022-C-6 and WV Supreme Court No.'s 21-0727, 21-0728, and 21-0731.**
- 2. Consider matters involving or affecting the construction planning, or purchase, sale or lease of property.**
- 3. 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).**

Is this a funding request? **No**

If so, how much? **N/A**

Provide exact financial impact/request:

Attach supporting documents for request, or request may be denied.

If not attached, explain:

Is equipment needed? Projector **N** Internet/Wi Fi **N** Telephone for conference call **N**

Contact information:

Email address:

Phone Number:

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable

The Senate of West Virginia
Charleston

PATRICIA PUERTAS RUCKER
CHAIR
COMMITTEE ON EDUCATION



SENATE CAPITOL, ROOM M-417
1900 KANAWHA BLVD. EAST
CHARLESTON, WV 25305 0800
304-357-7957

March 28, 2022

Jefferson County Commission
Caleb Hudson, President
100 E. Washington St.
Charles Town, WV 25414

RE: Harpers Ferry ARPA Request

Dear Commissioner Hudson,

I write to you today to give my support for the ARPA funding request that was recently submitted by Mayor Greg Vaughn of Harpers Ferry. The fund request would enable Harpers Ferry to replace the aged and heavily compromised water distribution system. A system that supplies drinking water to Harpers Ferry, Bolivar, and portions of Jefferson County. By having permits in place and all design and engineering work completed, they currently are shovel ready and can begin the project within 60 days of receiving funding.

With Jefferson County being one of the most visited places in West Virginia and the fact that we are trying to entice folks that work in D.C. and surrounding areas to move to our great state, I believe this project would only have positive outcomes. I am totally in support and appreciate your consideration in approving this funds request.

Sincerely,

A handwritten signature in blue ink that reads "Patricia Rucker".

Patricia Rucker

Jessica Carroll

From: Paula Barrow <paulab172302@gmail.com>
Sent: Friday, April 8, 2022 2:10 PM
To: JCCInfo
Subject: Restructuring No

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Please say NO to any restructuring plan that lessens any fire department or EMS. We need MORE not LESS. If you haven't noticed, through your own permitting, the population has grown immensely and seems there will be no end so there must be more staff and volunteers to save property and lives.

Harpers Ferry/ Bolivar PSD
P. O. BOX 235
192 LAKE QUIGLEY DRIVE
HARPERS FERRY, WEST VIRGINIA 25425
(304)-535-2390 FAX (304)-535-2524

THE HARPERS FERRY-BOLIVAR PUBLIC SERVICE DISTRICT CONDUCTED THE FEBRUARY MEETING AT THE BOLIVAR TOWN HALL, LOCATED AT 60 PANAMA STREET, BOLIVAR WEST VIRGINIA. THE MEETING WAS HELD ON FEBRUARY 11th, 2022.

The meeting was called to order at 8:10 a.m.

Those in attendance were:

David Simmons-Chairman Term 6/30/2027
Mike Lowrey-Secretary Term 6/30/2022
Helen Dettmer-Treasurer Term 6/30/2024

Eddy Tennant- Operations Supervisor
Joe Adams-Plant Operator
Jim Williams-HFBPSD Consultant

Motion by Mr. Lowrey, seconded by Ms. Dettmer to approve the January minutes, approved.

Motion by Ms. Dettmer, seconded by Mr. Lowrey to approve the January revenue checking account financial statement, approved.

Motion by Ms. Dettmer, seconded by Mr. Lowrey to approve the January security deposits account financial statement, approved.

Motion by Ms. Dettmer, seconded by Mr. Lowrey to approve the January working capital reserve account, approved.

Discussion by Mr. Tennant to transfer \$1,000.00 from the regular checking account to the working capital reserve.

Motion by Mr. Lowrey, seconded by Ms. Dettmer to transfer \$1,000.00 from the regular checking account over to the working reserve account, approved.

Discussion on tabled rate increase as talked about by Mr. Kunkle at the December meeting. Mr. Kunkle suggested to seek increase due to revenue falling below the required 115% coverage established by the WV PSC.

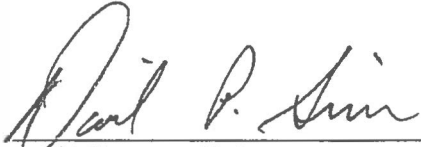
Motion by Mr. Lowrey, seconded by Ms. Dettmer to start the process for the rate increase, approved.

Discussion on electric motor issues at the Old Furnace Road lift station, after the motor was taken to the repair shop it was discovered that the motor was wired for the incorrect voltage 460 should have been 230. We will be corresponding with Gorman Rupp about the matter and warranty to help cover our costs.

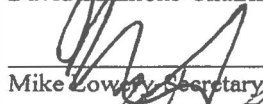
Mr. Simmons suggested to call our engineer for the Phase I project Mr. Klein from Alpha & Associates, for help in this matter.

Discussion on plant lab equipment proposed by staff to purchase to replace old meters, staff has not ordered as of this meeting.

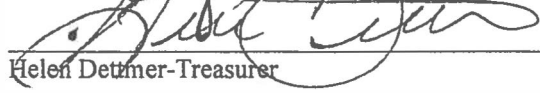
The meeting was adjourned at 8:45 a.m.



David Simmons-Chairman



Mike Lowery-Secretary



Helen Dettmer-Treasurer

Impact Fee Status Report

March 2022

Office of Impact Fees

Summary

Date Range: Tuesday 1 through Thursday 31 March 2022

Report Date: 4 April 2022

Process Number Range: 2200044-2200155

Total Applications: 112

Total Non-Exempt: 108

Of which:

Commercial: 1

Residential: 107

Of which:

County: 57

Municipal: 51

Total Exempt: 4

Of which:

Commercial: 0

Residential: 4

Of which:

County: 4

Municipal: 0



Tables 1 through 7 summarize impact fee processing for March 2022. Table 8 represents account totals, pending the transfer of fees collected as shown in Table 1, including General Impact Fee Account (3111776) interest which is listed in Table 2.

Table 1. Form 100 Tallies

	Exempt	Commercial	Residential	Total
1 – 31 March 2022	4	1	107	112
Fees collected		\$0.00	\$146,473.00	\$146,473.00
<i>Of which</i>				
School Impact Fee			\$107.00	\$107.00
Law Enforcement Fee		\$0.00	\$29,736.00	\$29,736.00
Parks & Recreation Fee			\$101,222.00	\$101,222.00
EMS Fee		\$0.00	\$10,700.00	\$10,700.00
Admin. Facilities Fee		\$0.00	\$4,708.00	\$4,708.00

Table 2. Financial Data – Office of Impact Fees General Account (3111776)

Description	Amount
Opening Statement Balance (1 March 2022)	\$23,925.45
February Deposits (1 – 31 March 2022)	\$146,473.00
School February Transactions (withdraws via transfer on 14 March 2022)	(\$19.00)
Law Feb. Transactions (withdraws via transfer on 14 March 2022)	(\$3,187.36)
Parks & Rec Feb. Transactions (withdraws via transfer on 14 March 2022)	(\$17,981.94)
EMS February Transactions (withdraws via transfer on 14 March 2022)	(\$1,900.84)
Admin. Facilities February Trans. (withdraws via trans. on 14 March 2022)	(\$836.31)
Interest Earned (31 March 2022)	\$34.21
Ending Statement Balance (31 March 2022)	\$146,507.21
<i>Outstanding Credits (deposits through 1 April 2022)</i>	<i>\$0.00</i>

Table 3. Financial Data – School Impact Fee Account (3107582)

Description	Amount
Opening Balance (1 March 2022)	\$8,175,796.77
February Transactions (deposits via transfer on 14 March 2022)	\$19.00
Interest Earned (31 March 2022)	\$3,471.92
Ending Balance (31 March 2022)	\$8,179,287.69

Table 4. Financial Data – Law Enforcement Impact Fee Account (3120120)

Description	Amount
Opening Balance (1 March 2022)	\$265,000.07
February Transactions (deposits via transfer on 14 March 2022)	\$3,187.36
Interest Earned (31 March 2022)	\$113.32
Ending Balance (31 March 2022)	\$268,300.75

Table 5. Financial Data – Parks & Recreation Impact Fee Account (3122808)

Description	Amount
Opening Balance (1 March 2022)	\$663,799.65
February Transactions (deposits via transfer on 14 March 2022)	\$17,981.94
Interest Earned (31 March 2022)	\$286.32
Ending Balance (31 March 2022)	\$682,067.91

Table 6. Financial Data –EMS Impact Fee Account (3122816)

Description	Amount
Opening Balance (1 March 2022)	\$34,999.56
February Transactions (deposits via transfer on 14 March 2022)	\$1,900.84
Interest Earned (31 March 2022)	\$15.34
Ending Balance (31 March 2022)	\$36,915.74

Table 7. Financial Data - Admin. Facilities Impact Fee Account (33182570)

Description	Amount
Opening Balance (1 March 2022)	\$7,228.29
February Transactions (deposits via transfer on 14 March 2022)	\$836.31
Interest Earned (31 March 2022)	\$0.33
Ending Balance (31 March 2022)	\$8,064.93

Table 8. Total Impact Fees as of 1 April 2022/1

Description	Amount
Office of Impact Fees General Account	\$146,507.21
School Impact Fee Account	\$8,179,287.69
Law Enforcement Fee Account	\$268,300.75
Parks & Recreation Impact Fee Account	\$682,067.91
EMS Impact Fee Account	\$36,915.74
Administrative Facilities Account	\$8,064.93
Total Impact Fees	\$9,321,144.23

/1 These values represent both impact fees collected and interest earned. The general account includes the outstanding credits listed in table 2 and outstanding debits, if any, listed in tables 3-7.

Table 9. Pending March 2022 Fee Transfers /1

Account	31 March 2022 Account Totals	Pending Impact Fee Transfers	Account Totals
School Impact Fee Account	\$8,179,287.69	\$107.00	\$8,179,394.69
Law Enforcement Fee Account	\$268,300.75	\$29,742.84	\$298,043.59
Parks & Recreation Impact Fee Account	\$682,067.91	\$101,245.95	\$783,313.86
EMS Impact Fee Account	\$36,915.74	\$10,702.39	\$47,618.13
Administrative Facilities Account	\$8,064.93	\$4,709.03	\$12,773.96
Total Impact Fees	\$9,174,637.02	\$146,507.21	\$9,321,144.23

/1 This table represents each of the impact fee category account totals as of 31 March 2022 listed in tables 3 – 7. Pending fee transfer amounts, excluding interest and any outstanding credits, collected in March 2022 are listed in table 1 of the General Account (3111776); these transactions will be processed in April 2022. Any outstanding credits, as listed in table 2, will be added to the next month's Impact Fee transfer amounts.

Form 100 Transaction Summary

Jefferson County Government – Office of Impact Fees

Impact Fee Applications Processed between dates Tuesday 1 through Thursday 31 March 2022

Process Number	Date	Last Name	First Name	Tax District	Deed Book	Deed Page	Tax Map	Parcel	Impact Fees Collected	Date	Exemption Reason
Exempt Applications											
2200071	03/08/2022	Miller	Tammy	09 Shepherdstown	1245	64	17	9.4	\$0.00	03/08/2022	Form 200
2200087	03/11/2022	Charles	Mockingbirdhil,	02 Charles Town	585	723	4A	37	\$0.00	03/11/2022	Form 200
2200101	03/16/2022	Myers	Andrew	07 Middleway	1160	247	1	12.2	\$0.00	03/16/2022	Form 200
2200119	03/18/2022	Walls	Ray	07 Middleway	1039	42	1	6	\$0.00	03/18/2022	Form 200
Category Count: 4									Category Total		\$0.00
Non-Exempt Applications											
2200044	03/02/2022	Harman	Melvin	04 Harpers Ferry	1215	586	13D	202	\$1,622.00	03/02/2022	N/A
2200045	03/02/2022	DeRito	Daniel	07 Middleway	1271	524	27	4.3	\$1,622.00	03/02/2022	N/A
2200046	03/03/2022	Crawford	Elizabeth	02 Charles Town	1254	632	14	4.6	\$1,622.00	03/03/2022	N/A
2200047	03/03/2022	D.R. Horton, Inc.		02 Charles Town	1227	490	10	8	\$1,622.00	03/03/2022	N/A
2200048	03/03/2022	D.R. Horton, Inc.		02 Charles Town	1227	490	10	8	\$1,622.00	03/03/2022	N/A
2200049	03/03/2022	D.R. Horton, Inc.		02 Charles Town	1227	490	10	8	\$1,622.00	03/03/2022	N/A
2200050	03/03/2022	D.R. Horton, Inc.		02 Charles Town	1227	490	10	8	\$1,622.00	03/03/2022	N/A
2200051	03/03/2022	D.R. Horton, Inc.		02 Charles Town	1227	490	10	8	\$1,622.00	03/03/2022	N/A
2200052	03/03/2022	D.R. Horton, Inc.		02 Charles Town	1227	490	10	8	\$1,622.00	03/03/2022	N/A
2200053	03/03/2022	D.R. Horton, Inc.		02 Charles Town	1227	490	10	8	\$1,622.00	03/03/2022	N/A
2200054	03/03/2022	D.R. Horton, Inc.		02 Charles Town	1227	490	10	8	\$1,622.00	03/03/2022	N/A
2200055	03/03/2022	D.R. Horton, Inc.		02 Charles Town	1227	490	10	8	\$1,622.00	03/03/2022	N/A
2200056	03/03/2022	D.R. Horton, Inc.		02 Charles Town	1227	490	10	8	\$1,622.00	03/03/2022	N/A
2200057	03/03/2022	D.R. Horton, Inc.		02 Charles Town	1227	490	10	8	\$1,622.00	03/03/2022	N/A
2200058	03/03/2022	D.R. Horton, Inc.		02 Charles Town	1227	490	10	8	\$1,622.00	03/03/2022	N/A
2200059	03/04/2022	ILA Properties,		07 Middleway	1202	398	2A	143	\$1,622.00	03/04/2022	N/A
2200060	03/04/2022	Henry	James	06 Kabletown	1267	597	6	4.5	\$1,622.00	03/04/2022	N/A
2200061	03/07/2022	US Home		03 Charles Town	1273	83	12	209	\$1,091.00	03/07/2022	N/A
2200062	03/07/2022	US Home		03 Charles Town	1273	83	12	209	\$1,091.00	03/07/2022	N/A

Process Number	Date	Last Name	First Name	Tax District	Deed Book	Deed Page	Tax Map	Parcel	Impact Fees Collected	Date	Exemption Reason
Non-Exempt Applications											
2200063	03/07/2022	US Home		03 Charles Town	1273	83	12	209	\$1,091.00	03/07/2022	N/A
2200064	03/07/2022	US Home		03 Charles Town	1273	83	12	209	\$1,091.00	03/07/2022	N/A
2200065	03/07/2022	US Home		03 Charles Town	1273	83	12	209	\$1,091.00	03/07/2022	N/A
2200066	03/07/2022	US Home		03 Charles Town	1273	83	12	209	\$1,091.00	03/07/2022	N/A
2200067	03/07/2022	US Home		03 Charles Town	1273	83	12	209	\$1,091.00	03/07/2022	N/A
2200068	03/07/2022	US Home		03 Charles Town	1273	83	12	209	\$1,091.00	03/07/2022	N/A
2200069	03/07/2022	Lyle Tabb &		07 Middleway	721	684	11	22	\$1,622.00	03/07/2022	N/A
2200070	03/08/2022	Wormald, Jr.	Robert	04 Harpers Ferry	26	216	10A	143	\$1,622.00	03/08/2022	N/A
2200072	03/09/2022	D.R. Horton, Inc.		02 Charles Town	1227	490	10	8	\$1,622.00	03/09/2022	N/A
2200073	03/09/2022	D.R. Horton, Inc.		02 Charles Town	1227	490	10	8	\$1,622.00	03/09/2022	N/A
2200074	03/09/2022	D.R. Horton, Inc.		02 Charles Town	1227	490	10	8	\$1,622.00	03/09/2022	N/A
2200075	03/09/2022	D.R. Horton, Inc.		02 Charles Town	1227	490	10	8	\$1,622.00	03/09/2022	N/A
2200076	03/10/2022	Wormald, Jr.	Robert	04 Harpers Ferry	26	216	10A	145	\$1,622.00	03/10/2022	N/A
2200077	03/10/2022	Lutman Land		06 Kabletown	1272	148	8B	242	\$1,622.00	03/10/2022	N/A
2200078	03/10/2022	Lutman Land		06 Kabletown	1272	148	8B	241	\$1,622.00	03/10/2022	N/A
2200079	03/10/2022	Lutman Land		03 Charles Town	1276	309	1	68	\$1,091.00	03/10/2022	N/A
2200080	03/10/2022	Lutman		03 Charles Town	1118	169	1	73	\$1,091.00	03/10/2022	N/A
2200081	03/10/2022	D.R. Horton, Inc.		02 Charles Town	1227	490	10	8	\$1,622.00	03/10/2022	N/A
2200082	03/10/2022	D.R. Horton, Inc.		02 Charles Town	1227	490	10	8	\$1,622.00	03/10/2022	N/A
2200083	03/11/2022	D.R. Horton, Inc.		02 Charles Town	1227	490	10	8	\$1,622.00	03/11/2022	N/A
2200084	03/11/2022	D.R. Horton, Inc.		02 Charles Town	1227	490	10	8	\$1,622.00	03/11/2022	N/A
2200085	03/11/2022	Byrd	Rickard and Mary	09 Shepherdstown	1194	215	5A	6	\$1,622.00	03/11/2022	N/A
2200086	03/11/2022	Lutman Land		06 Kabletown	1274	328	23B	1	\$1,622.00	03/11/2022	N/A
2200088	03/11/2022	Arcadia Land,		03 Charles Town	1173	85	12	209	\$1,091.00	03/11/2022	N/A
2200089	03/11/2022	US Home		03 Charles Town	1273	83	12	209	\$1,091.00	03/11/2022	N/A
2200090	03/11/2022	D.R. Horton, Inc.		02 Charles Town	1227	490	10	8	\$1,622.00	03/11/2022	N/A
2200091	03/11/2022	D.R. Horton, Inc.		02 Charles Town	1227	490	10	8	\$1,622.00	03/11/2022	N/A
2200092	03/11/2022	D.R. Horton, Inc.		02 Charles Town	1227	490	10	8	\$1,622.00	03/11/2022	N/A
2200093	03/11/2022	D.R. Horton, Inc.		02 Charles Town	1227	490	10	8	\$1,622.00	03/11/2022	N/A
2200094	03/11/2022	D.R. Horton, Inc.		02 Charles Town	1227	490	10	8	\$1,622.00	03/11/2022	N/A
2200095	03/11/2022	D.R. Horton, Inc.		02 Charles Town	1227	490	10	8	\$1,622.00	03/11/2022	N/A

Process Number	Date	Last Name	First Name	Tax District	Deed Book	Deed Page	Tax Map	Parcel	Impact Fees Collected	Date	Exemption Reason
Non-Exempt Applications											
2200096	03/11/2022	D.R. Horton, Inc.		02 Charles Town	1227	490	10	8	\$1,622.00	03/11/2022	N/A
2200097	03/11/2022	D.R. Horton, Inc.		02 Charles Town	1227	490	10	8	\$1,622.00	03/11/2022	N/A
2200098	03/11/2022	D.R. Horton, Inc.		02 Charles Town	1227	490	10	8	\$1,622.00	03/11/2022	N/A
2200099	03/14/2022	Quigley	Douglas	04 Harpers Ferry	1266	473	13A	33	\$1,622.00	03/14/2022	N/A
2200100	03/14/2022	Chris	Dead Rock	04 Harpers Ferry	1029	643	9	27	\$0.00	03/14/2022	N/A
2200102	03/16/2022	DR Acquisitions		03 Charles Town	1244	51	4	1	\$1,091.00	03/16/2022	N/A
2200103	03/16/2022	DR Acquisitions,		03 Charles Town	1244	51	4	1	\$1,091.00	03/16/2022	N/A
2200104	03/16/2022	DR Acquisitions,		03 Charles Town	1244	51	4	1	\$1,091.00	03/16/2022	N/A
2200105	03/16/2022	DR Acquisitions,		03 Charles Town	1244	51	4	1	\$1,091.00	03/16/2022	N/A
2200106	03/16/2022	DR Acquisitions,		03 Charles Town	1244	51	4	1	\$1,091.00	03/16/2022	N/A
2200107	03/16/2022	DR Acquisitions,		03 Charles Town	1244	51	4	1	\$1,091.00	03/16/2022	N/A
2200108	03/16/2022	DR Acquisitions,		03 Charles Town	1244	51	4	1	\$1,091.00	03/16/2022	N/A
2200109	03/16/2022	DR Acquisitions,		03 Charles Town	1244	51	4	1	\$1,091.00	03/16/2022	N/A
2200110	03/16/2022	DR Acquisitions,		03 Charles Town	1244	51	4	1	\$1,091.00	03/16/2022	N/A
2200111	03/16/2022	DR Acquisitions,		03 Charles Town	1244	51	4	1	\$1,091.00	03/16/2022	N/A
2200112	03/16/2022	DR Acquisitions,		03 Charles Town	1244	51	4	1	\$1,091.00	03/16/2022	N/A
2200113	03/16/2022	DR Acquisitions,		03 Charles Town	1244	51	4	1	\$1,091.00	03/16/2022	N/A
2200114	03/16/2022	DR Acquisitions,		03 Charles Town	1244	51	4	1	\$1,091.00	03/16/2022	N/A
2200115	03/16/2022	DR Acquisitions,		03 Charles Town	1244	51	4	1	\$1,091.00	03/16/2022	N/A
2200116	03/16/2022	DR Acquisitions,		03 Charles Town	1244	51	4	1	\$1,091.00	03/16/2022	N/A
2200117	03/16/2022	DR Acquisitions,		03 Charles Town	1244	51	4	1	\$1,091.00	03/16/2022	N/A
2200118	03/16/2022	DR Acquisitions,		03 Charles Town	1244	51	4	1	\$1,091.00	03/16/2022	N/A
2200120	03/25/2022	Joshua Beall	Aurora Home	02 Charles Town	1275	445	16	99	\$1,622.00	03/25/2022	N/A
2200121	03/28/2022	Ouellette	John J. and Tina	07 Middleway	1249	445	20	1.10	\$1,622.00	03/28/2022	N/A
2200122	03/31/2022	Wormald, Jr.	Robert	04 Harpers Ferry	26	216	10A	148	\$1,622.00	03/31/2022	N/A
2200123	03/31/2022	Wormald, Jr.	Robert	04 Harpers Ferry	26	216	10A	151	\$1,622.00	03/31/2022	N/A
2200124	03/31/2022	Lutman Land		06 Kabletown	1272	148	8C	16, 15, 13	\$1,622.00	03/31/2022	N/A
2200125	03/31/2022	Lutman Land		06 Kabletown	1272	148	8C	11	\$1,622.00	03/31/2022	N/A
2200126	03/31/2022	Lutman Land		02 Charles Town	1259	181	11	30	\$1,622.00	03/31/2022	N/A
2200127	03/31/2022	Lutman Land		02 Charles Town	1259	181	11	30	\$1,622.00	03/31/2022	N/A
2200128	03/31/2022	Lutman Land		02 Charles Town	1259	181	11	30	\$1,622.00	03/31/2022	N/A

Process Number	Date	Last Name	First Name	Tax District	Deed Book	Deed Page	Tax Map	Parcel	Impact Fees Collected	Date	Exemption Reason
Non-Exempt Applications											
2200129	03/31/2022	Lutman	Land	02 Charles Town	1257	209	11	30.2	\$1,622.00	03/31/2022	N/A
2200130	03/31/2022	Arcadia	Land,	03 Charles Town	1173	85	12	209	\$1,091.00	03/31/2022	N/A
2200131	03/31/2022	Arcadia	Land,	03 Charles Town	1173	85	12	209	\$1,091.00	03/31/2022	N/A
2200132	03/31/2022	Arcadia	Land,	03 Charles Town	1173	85	12	209	\$1,091.00	03/31/2022	N/A
2200133	03/31/2022	Arcadia	Land,	03 Charles Town	1173	85	12	209	\$1,091.00	03/31/2022	N/A
2200134	03/31/2022	Arcadia	Land,	03 Charles Town	1173	85	12	209	\$1,091.00	03/31/2022	N/A
2200135	03/31/2022	Arcadia	Land,	03 Charles Town	1173	85	12	209	\$1,091.00	03/31/2022	N/A
2200136	03/31/2022	Arcadia	Land,	03 Charles Town	1173	85	12	209	\$1,091.00	03/31/2022	N/A
2200137	03/31/2022	Arcadia	Land,	03 Charles Town	1173	85	12	209	\$1,091.00	03/31/2022	N/A
2200138	03/31/2022	Arcadia	Land,	03 Charles Town	1173	85	12	209	\$1,091.00	03/31/2022	N/A
2200139	03/31/2022	US Home		03 Charles Town	1273	83	12	209	\$1,091.00	03/31/2022	N/A
2200140	03/31/2022	US Home		03 Charles Town	1273	83	12	209	\$1,091.00	03/31/2022	N/A
2200141	03/31/2022	Arcadia	Land,	03 Charles Town	1173	85	12	209	\$1,091.00	03/31/2022	N/A
2200142	03/31/2022	Arcadia	Land,	03 Charles Town	1173	85	12	209	\$1,091.00	03/31/2022	N/A
2200143	03/31/2022	Arcadia	Land,	03 Charles Town	1173	85	12	209	\$1,091.00	03/31/2022	N/A
2200144	03/31/2022	Arcadia	Land,	03 Charles Town	1173	85	12	209	\$1,091.00	03/31/2022	N/A
2200145	03/31/2022	Arcadia	Land,	03 Charles Town	1173	85	12	209	\$1,091.00	03/31/2022	N/A
2200146	03/31/2022	Arcadia	Land,	03 Charles Town	1173	85	12	209	\$1,091.00	03/31/2022	N/A
2200147	03/31/2022	Arcadia	Land,	03 Charles Town	1173	85	12	209	\$1,091.00	03/31/2022	N/A
2200148	03/31/2022	Arcadia	Land,	03 Charles Town	1173	85	12	209	\$1,091.00	03/31/2022	N/A
2200149	03/31/2022	Arcadia	Land,	03 Charles Town	1173	85	12	209	\$1,091.00	03/31/2022	N/A
2200150	03/31/2022	Arcadia	Land,	03 Charles Town	1173	85	12	209	\$1,091.00	03/31/2022	N/A
2200151	03/31/2022	Arcadia	Land,	03 Charles Town	1173	85	12	209	\$1,091.00	03/31/2022	N/A
2200152	03/31/2022	Butler	David and Gail	09 Shepherdstown	1271	314	15	11.1	\$1,622.00	03/31/2022	N/A
2200153	03/31/2022	Lutman	Land	02 Charles Town	1259	181	11	30	\$1,622.00	03/31/2022	N/A
2200154	03/31/2022	Lutman	Land	09 Shepherdstown	1252	273	18	5.7	\$1,622.00	03/31/2022	N/A
2200155	03/31/2022	Lutman	Land	09 Shepherdstown	1252	273	18	5.7	\$1,622.00	03/31/2022	N/A
Category Count: 108								Category Total	\$146,473.00		
TOTAL APPLICATIONS: 112								Grand Total	\$146,473.00		

Public Comment for Jefferson County Commission meeting April 7, 2022

I, David Tabb, a lifelong resident/taxpayer makes the following comments:

Approval of Minutes:

March 17, 2022 – Regular Meeting: Minutes do not include Mr. David Tabb's written public comments.

March 25, 2022 – Special Session: Virtual meeting - Violation of Order from Governor Justice for failing to hold an open meeting; with four (4) Motions approved.

Mr. Tabb's observation of the March 24, 2022 County Commission conference with the Jefferson County Volunteer Fire Companies:

The written minutes of the virtual meeting of March 25, 2022, response to the Fitch Report with five (5) of the Jefferson County Volunteer Fire Companies (JCVFC) (3/24/22) with only Commissioners Stolipher and Alt present, seems pretty vague. David Tabb was at the 3-hour conference.

At the beginning of the meeting, Commissioner Stolipher presented to the JCVFC: Sell your ambulances at market value and/or lease space at your fire station. The concerns were: the JCVFC and David Tabb wanted the Fitch Report off the table. After 3 hours, Commissioner Stolipher stated the same to the JCVFC: Sell your ambulances and/or lease space. Commissioner Stolipher stated a "NO" to taking the Fitch Report off the table.

March 30, 2022 – Special Session: Virtual Meeting – Violation of Order from Governor Justice for failing to hold an open meeting.

Two different meetings: 1st 9:31am until ?, 2nd 4:00pm until 4:42pm. Motion to approve "Letter of Support" for a \$250,000 grant for Parks & Rec. Violation of Open Meeting and making an approval without the public and/or public comment.

Approval of Accounts Payable:

Where are the documents? And the amounts? It's not listed within the packet nor listed within the agenda.

Approval of Manuel Checks:

Manuel Check amounts are not posted. Where are the documents? And the amounts? It's not listed within the packet nor listed within the agenda.

PUBLIC COMMENT –

It appears the Jefferson County Commission (JCC) has already started the process for a hostile takeover of the ambulance service from the Jefferson County Volunteer Fire Companies (JCVFC), and will not take the Fitch Report off the table. How does Mr. Tabb know this? The JCC has already looked at Bakerton Volunteer Fire Company ambulance for purchase. The Fitch report clearly states: there will be longer response times, regardless of, whether you use eight (8), six (6), or four (4) ambulances. More time to respond results in more deaths.

Jefferson County Commission has already established the Emergency Services Agency (ESA). How well did that work? The ESA building is standing empty of ambulance and is now only being used for office space and still has a mortgage.

David Tabb has implemented a survey, to all Jefferson County elected officials, to include the candidates running for office:

(1). Do you agree with the JCC taking over the ambulance service with less ambulances (from 13 ambulances to 4 ambulances)?

YES or NO

(2). Do you agree that the JCC can make, such a drastic, change to the ambulance service, presently run by the JCVFC?

YES or NO

(3). Do you agree a referendum to change the ambulance and/or fire service should go before the Jefferson County voters, that could include additional funding?

YES or NO

(4). Do you agree that all meetings of the JCC should be in person with public comment, as Governor Justice Ordered, returning to open government?

YES or NO

(5). Do you agree whether the JCC can purchase property or approve major permanent changes and/or expenses without the approval of the resident voters?

YES or NO

David Tabb has only received one response to the five questions survey.

Patricia Rucker made the following response to Mr. Tabb's questions: Mr. Tabb has paraphrased Mrs. Rucker's responses since their conversation was lengthy.

1. If the JCC follows through with the 4 ambulances/Fitch report the JCVFC should not be restricted from performing their existing ambulance services.

2. & 3. The ambulance changes, along with the increased cost/taxes, should be brought before the voters first.

4. A meeting needs to be in person to approve any decisions. No approval can be made within executive session.

5. Any property and/or major purchase should come before the voters and their decision should be final.

Jefferson County is in a crisis and this Commission has all but destroyed the ambulance and fire service provided by the JCVFC. The Commission has no appreciation of what the JCVFC have accomplished over the past 100 years and don't care. The question is whether the voters care enough to support the JCVFC or allow the JCC to destroy what the community has received from the JCVFC/first responders without charging astronomical fees to do so.

PRESENTATION #1 – Patricia Rucker

It appears it is more important for a grant (feasible study) for an aquatic center, while the county is experiencing an ambulance service crisis.

PRESENTATION #2 – Laura Storm

Did any one look into used shelving? Or is this new shelving for the new Court House that the JCC is making a deal on?

PRESENTATION #7 -Bob Burner, Director, JCESA

No there no documentation. When and where did the JCC request a draft ambulance location alternative? This was not presented in any of the minutes. Violation.

OLD BUSINESS:

PRESENTATION #10 – Proposed text amendment to the Jefferson County Envision 2035 to include W. Va. Code §8A-3-11, §8A-3-6

Where is the text, changes and public hearing?

County Admin Report: Grant related request for Reimbursements

What grant? What is the grant for? When, how and from whom?

“The public reserves the right to call out the public officials to follow the required laws to ensure the constitutional rights of the public. The government’s order to “stay at home” deprived the public of notice and comments without reimbursement provisions. This is affecting every resident and business owner to be responsible for all loses, including the government.”

It is hard to be safe, with the current County Commission.

Have a nice day!