

JEFFERSON COUNTY COMMISSION
SECOND QUARTERLY SESSION - APRIL - JUNE 2022
THURSDAY, JUNE 16, 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

- June 2, 2022 Regular Meeting
- June 9, 2022 Public Hearing
- June 9, 2022 Special Session

APPROVAL OF REQUISITIONS

- June 16, 2022

APPROVAL OF ACCOUNTS PAYABLE

- June 9, 2022
- June 16, 2022

APPROVAL OF MANUAL CHECKS

- June 10, 2022
- June 17, 2022

APPROVAL OF PAYROLL

- June 9, 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 in the GoToWebinar control panel. Please submit comments via email to info@jeffersoncountywv.org. Your comments will be included in the minutes and agenda correspondence. Please include your name.*

PRESENTATIONS

1. 6:10 p.m. Angela Banks, Assessor
- Approval/Signatures on Certificates of Oaths for Real Estate and Personal Property Books
2. 6:15 p.m. Tom Hansen, Sheriff
- Administrative Assistant Hire
- Deputy Hires
- Grant Application
3. 6:25 p.m. Kelly Franklin, Director, Jefferson Day Report Center
- FY2023 West Virginia Community Correction Grant
4. 6:35 p.m. Rebecca Hall, Victim Advocate, Prosecuting Attorney's Office
- Approval to hire part-time Victim Advocate, Melissa Segura
5. 6:40 p.m. Roger Goodwin, Chief County Engineer, Department of Engineering, Planning and Zoning
- Partial Construction Bond Release for Lutman Land Development, LLC - Milton's Landing Subdivision, Lots 1-16, Lots 18-50 & SWM Lot 17 (File #22-21-SD)
6. 6:50 p.m. Michelle Gordon, Finance Director
- Review and Approval of FY2022 State Budget Revision 7 for the General Fund
- Set Date for next ARPA Meeting
- Review and Approval of Revised FY23 Grade Scale with 2.5% COLA, effective 7/1/22
- Review and Approval of Ambulance, equipment and supplies purchase
7. 7:10 p.m. Nathan Cochran, Assistant Prosecuting Attorney
 - a. Discussion of legal issues and potential action regarding proposed solar text amendment to the Jefferson County Zoning and Land Development Ordinance, File ZTA22-01, including bonding, comprehensive plan, and related matters. Discussion of public hearing on proposed text amendment, review, and consideration of amendment text, adoption of amendment and/or modification of amendment text and/or Planning Commission review. 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)

OLD BUSINESS

8. Discussion of Policy 319 - Financial System Access & Approval Policy, in relation to Comprehensive Audit
9. Discussion of Ambulance Services, including potential action regarding composition and structure of county EMS services, Jefferson County Emergency Services Agency, including the utilization, scheduling, and compensation of employees, the utilization of volunteers, acquisition and distribution of ambulance resources, and implementation of Fitch recommendations.
10. Reconsider the proposed text amendment to the Jefferson County Zoning and Land Development Ordinance, File #ZTA22-01, to allow Solar Energy Facilities to process as a Principal Permitted Use in areas located inside the

Urban Growth Boundary and Preferred Growth Area as delineated on the Future Land Use Guide in the County's Comprehensive Plan; and as a Conditional Use in areas outside of the Urban Growth Boundary and Preferred Growth Area. The text amendment proposes revisions to Article 2 Definitions; Article 8 Supplemental Use Regulations (creation of Section 8.20 Solar Energy Facilities); and Appendix C Principal Permitted and Conditional Uses Table.

11. Discussion and review of issues regarding potential action of Charles Town Utility Board before the Public Service Commission concerning distressed utilities and matters related thereto

NEW BUSINESS

12. Discussion of July 7, 2022 Regularly Scheduled Meeting

13. Discussion of Jefferson County Roads Summit (CH)

COUNTY ADMINISTRATOR REPORTS

- Discussion of Policy 216-A - COVID-19 Expanded FMLA Policy

COUNTY COMMISSION REPORTS

14. ADJOURN

CORRESPONDENCE/INFORMATION

Impact Fee Status Report for May 2022

Notice of Employment Opportunity - Auto Shop Helper

Budget Revision Documents for \$5,060.00 to the Historic Landmarks Commission for painting of the Peter Burr House

Letter from the City of Charles Town re: HEPMPO Draft Long Range Transportation Plan (Direction 2050)

Harpers Ferry-Bolivar PSD April Meeting Minutes

WVDOT Notice of STIP Virtual Public Workshop

Comments from Mark Dyck of Integrity Federal Services re: Solar Facilities Text Amendment

Comments received from citizens via e-mail re: Solar Facilities Text Amendment

Comments received from Marc Petitpierre re: Street Preacher in Charles Town

Comments received from David Tabb, resident, from the June 2, 2022 County Commission meeting

Comments received from residents re: Fireworks Ordinance

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