

JEFFERSON COUNTY COMMISSION
THIRD QUARTERLY SESSION - JULY- OCTOBER 2022

THURSDAY, JULY 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

- June 16, 2022 Regular Meeting
- June 22, 2022 Special Session
- June 24, 2022 Special Session
- June 30, 2022 Special Session
- July 8, 2022 Special Session

APPROVAL OF REQUISITIONS

- July 21, 2022

APPROVAL OF ACCOUNTS PAYABLE

- June 23, 2022
- June 30, 2022
- July 7, 2022
- July 14, 2022
- July 21, 2022

APPROVAL OF MANUAL CHECKS

- June 24, 2022
- July 1, 2022
- July 8, 2022
- July 15, 2022
- July 22, 2022

APPROVAL OF PAYROLL

- June 23, 2022
- July 8, 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 of Exonerations
2. 6:20 p.m. Lt. Sell and/or Lt. Holtz, Jefferson County Sheriff's Office
 - Deputy Hire
 - Bailiff New Hire
 - AED Funding Request
3. 6:30 p.m. Public Hearing - SPARC Zoning Amendment (Planning Commission File #22-3-Z)
 - Zoning Map Amendment (rezoning) for property designated as Tax District: Kabletown (06); Tax Map 16; Parcels 11, 11.1, 11.2, 11.11, OSA; and Tax Map 17; Parcels 2, 2.1, 2.2, 3.1, 5, & 9. The properties are part of Summit Point Motorsports Park and Summit Point Training Campus, located on Summit Point Road in Summit Point. The property owner/applicant is Summit Point Automotive Research Center, LLC. The proposed areas to be rezoned are approximately 717 acres of the total 772.45 acres. The property is currently zoned Rural @ and a petition has been made to the County Commission by the property owner to change the zoning classification of the property from Rural to General Commercial.
4. 6:45 p.m. Nikki Painter, Chief Deputy Clerk, Elections - County Clerk's Office
 - Permanent Polling Place Location Change for Precincts 22 & 25
5. 6:50 p.m. Laura Kuhn, Director, Fleet & Facilities Management
 - Approval to Employee Transfer to Central Garage for Auto Shop Helper Position and Authorization to Fill the vacant Maintenance Helper Position
6. 6:55 p.m. David Kling, Deputy Director, Jefferson County Parks and Recreation
 - Presentation of Proclamation designating July as Parks and Recreation Month in Jefferson County
7. 7:00 p.m. Lynn Fields, Probate Office
 - Quarterly Review to Close and Accept Estates
8. 7:10 p.m. Interviews and Appointments to the following:
 - Jefferson County Board of Health
 - Jefferson County Emergency Services Agency
 - Eastern Regional Planning and Development Council (Region 9)
 - Jefferson County Parks and Recreation Commission
 - Jefferson County Solid Waste Authority
 - South Jefferson Library Committee
 - Harpers Ferry - Bolivar Public Service District
9. 7:25 p.m. Roger Goodwin, Chief County Engineer, Department of Engineering, Planning, and Zoning
 - Permit Fee and Impact Fee Refund Request for James Bohrer #21-382
 - Approval of Offer of Employment for Building Inspector Position
 - Adoption of Building Code Enforcement Ordinance
 - Residential, Commercial and Solar Farm/Facilities Building Permit Fees

10. 7:50 p.m. Steve Cox, Deputy Sheriff's Civil Service Commission
- Deputy Sheriff Civil Service Commission Year in Review Presentation
11. 8:00 p.m. Michelle Gordon, Finance Director
- Review of Preliminary FY2022 Budget to Actual as of 6/30/22
- Review and Approval of FY2023 State Budget Revision 1 for the General Fund
- Review and Approval of FY2023 State Budget Revision 1 for the Coal Severance Fund
- Discussion on Participation in EMSRS Retirement System for Future E911 Employees
- Review and Approval of Ambulance, equipment, and supplies purchase
- Review and Approval of Ambulance Lease Agreement
12. 8:30 p.m. Nathan Cochran, Assistant Prosecuting Attorney
- a. Discussion of legal issues and potential action regarding Solar Text Amendment #ZTA22-01 to the Jefferson County Zoning and Land Development Ordinance, including bonding, Comprehensive Plan and related matters; discussion of public hearing on proposed amendment, review and consideration of amendment text, adoption of amendment and/or modification of amendment text and/or Planning Commission review; 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, Jefferson County Circuit Court Civil Action No. 2022-C-81, and WV Supreme Court No.'s 21-0727, 21-0728, and 21-0731.
 - b. Discussion of Jefferson County Circuit Court Civil Action No. CC-19-2022-C-48
 - c. Discussion of WV Human Rights Commission Case No. EREP-49-21
 - d. Consider matters involving or affecting the construction planning, or purchase, sale or lease of property
 - e. 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

13. Discussion of county ambulance services and 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 transition plan issues related to the Commission's approved motion during its May 19, 2022 meeting to develop a potential plan to create a County Ambulance Service.
14. Consider contracting with a consultant to assist in transitions of licensures and operational issues for the Emergency Service Agency

NEW BUSINESS

15. Discussion of Permitting and Approvals by the WV Fire Marshall/Fire Commission and WV Office of Emergency Medical Services
16. Safe Roads Grant – WVDOH Traffic Impact Study for Intersection of Rose Hill Drive with WV 51 (SS)

COUNTY ADMINISTRATOR REPORTS

COUNTY COMMISISON REPORTS

17. ADJOURN

CORRESPONDENCE AND INFORMATION

FY 2022 Annual Report for the Department of Planning and Zoning

Historic Landmarks Commission 2nd Quarter Quarterly Report

Letter from Bob Trainor, Mayor of Charles Town, to the WVDOT re: City of Charles Town South George Street Pedestrian Improvements

Letter from Bob Trainor, Mayor of Charles Town, re: City of Charles Town Input on Statewide Transportation Improvement Plan (STIP) Development & Key Projects

Letter from the Charles Town HBPA re: ARPA funding

Letter from Jefferson County Meals on Wheels re: ARPA funding

Harpers Ferry-Bolivar PSD May 13 Meeting Minutes

Public Comment received from David Tabb – June 16, June 30, July 8, July 14, 2022

E-mails received from Mark Kheim, Matt McDougall Sr., Bill & Elaine Garrett, Nora Condon, and Jeri Wines re: county ambulance services

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