

## **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 June 24, 2022, beginning at 9:30 o'clock a.m.

**PRESENT:** Caleb Hudson, President  
Steve Stolipher, Vice President  
Clare Ath, Commissioner  
Tricia Jackson, Commissioner  
Jane Tabb, Commissioner  
John Nissel, County Administrator  
Michelle Gordon, Finance Director  
Jessica Carroll, Executive Assistant  
Sorayda Pitts, Administrative Assistant

### **In re: Special Session – Various Topics**

The meeting was called to order at 9:31 a.m. by President Hudson.

1. Todd Fagan, GIS – requested approval to hire part-time, temporary/seasonal staff for Land Development Records Archivist per West Virginia Records Management and Preservation Board Grant
  - **Motion by Mr. Stolipher to approve the hire of James Kitchen as a part-time, temporary/seasonal Land Development Records Archivist per WVRMPB grant requirements, not to exceed 1000 hours, effective July 1, 2022. Motion seconded and unanimously approved.**
2. Michelle Gordon, Finance Director – requested approval of purchase of ambulances, equipment, and supplies.
  - **Motion by Mr. Stolipher to approve requisition no. 22070 for the purchase of 2 (2011 & 2012) Ford F450 Type I AWD Ambulances, equipment, and supplies in the amount of \$293,089.00, funded by ARPA grant funds. Motion seconded and unanimously approved.**
3. Approval of Cooperative Law Enforcement Agreement
  - **Motion by Mr. Stolipher to approve the Cooperative Law Enforcement Agreement between the Jefferson County Sheriff's Department and the USDA Forest Service, Region 9 Law Enforcement and Investigation and Harpers Ferry Job Corps Civilian Conservation Center contingent upon legal review. Motion seconded and unanimously approved.**
4. Approval of Amendments to Contract Lease with the Department of Health of Human Resources
  - **Motion by Ms. Tabb to approve the amendments to the contract leave with the Department of Health and Human Resources contingent upon legal review. Motion seconded and unanimously approved.**

5. Jefferson Security Bank Depository Bond Releaser Collateral Procedure & Updated Signature Card

- Motion by Mr. Stolipher to approve the release of the bond for Jefferson Security Bank and allow them to substitute all future bonds with one of equal or greater value and to have the signature cards include the signatures of Commission President, Vice President, County Clerk, and Sheriff. Motion seconded and unanimously approved.

There being no further business, the meeting adjourned at 9:44 am.

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Caleb Hudson, PRESIDENT

Respectively Submitted:  
Sorayda Pitts  
Administrative Assistant