

JEFFERSON COUNTY COMMISSION
THIRD QUARTERLY SESSION - JULY- SEPTEMBER 2022
THURSDAY, SEPTEMBER 15, 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

- September 1, 2022 Regular Meeting

APPROVAL OF REQUISITIONS

- September 15, 2022

APPROVAL OF ACCOUNTS PAYABLE

- September 8, 2022
- September 15, 2022

APPROVAL OF MANUAL CHECKS

- September 9, 2022
- September 16, 2022

APPROVAL OF PAYROLL

- September 2, 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 & Apportionments
2. 6:20 p.m. Tom Hansen, Sheriff
 - Approval of Hire – Animal Control Administrative Assistant/Kennel Technician
 - Approval of Hire – Law Enforcement Office Administrative Assistant
3. 6:30 p.m. Nikki Painter, Voter & Elections, County Clerk’s Office
 - Poll Worker & Alternate Approval – 2022 General Election
 - Possible HAVA Grant Funds to replace electronic poll books
4. 6:40 p.m. Steve Allen, Director, Jefferson County Homeland Security & Emergency Management
 - Approval of Emergency Management Performance Grant (EMPG) 2020 Application
 - Resolution/Proclamation to observe September 2022 as National Preparedness Month in Jefferson County
5. 6:50 p.m. Michelle Gordon, Finance Director
 - WV Department of Arts, Culture, and History Grant Contract AH23-079127
 - Review and Approval of EMS Project – contractual, equipment, and supplies purchases
6. 6:55 p.m. Russell Burgess, Director, Jefferson County Information Technology
 - Request to approve Audio/Visual Equipment and Software Solutions bid in reference to the RFP released in August 2022
 - Request to approve Multi-Function Digital Copier/Printer/Scanner/Fax proposal from Document Solutions, Inc. in reference to the RFP released in June 2022
 - Approval of Promotion for Spencer Fraser from IT Support/Helpdesk Technician Level 1 to IT Support/Helpdesk Technician Level 2
 - Update on Response Plan with Jeffrey Polczynski, Director of Jefferson County Emergency Communications
7. 7:35 p.m. Interviews and Appointments to the Jefferson County Emergency Services Agency Board – one three-year term for Fire Representative and one three-year term for EMS Representative, each ending June 30, 2025.
8. 7:45 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 and associated fees. 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. Report on Jefferson County Circuit Court case number 19-P-69 (WV Supreme Court case number 21-0229)
 - c. Report on Jefferson County Circuit Court case number 2022-C-85
 - d. Report on Jefferson County Circuit Court case number 2022-C-48
 - e. Consider matters involving or affecting the construction, planning, purchase, sale, or lease of property
 - f. 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. Selection of nominees to serve as County representative on the Charles Town Utility Board
10. Ambulance Transition Update

COUNTY ADMINISTRATOR REPORTS

- Approval of Hire – Deputy County Administrator

COUNTY COMMISSION REPORTS

11. **ADJOURN**

CORRESPONDENCE AND INFORMATION

Jefferson County Commission Notice of Special Session

Letter from the City of Charleston re: Distressed Utilities Acquisition

Meeting Minutes – July 8, 2022 Harpers Ferry – Bolivar PSD Meeting

E-mail correspondence received from county residents

Public comment received from David Tabb at the September 1, 2022 commission 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.

