

**AGENDA**  
**JEFFERSON COUNTY COMMISSION**  
**FOURTH QUARTERLY SESSION - OCTOBER - DECEMBER 2022**  
**THURSDAY, NOVEMBER 17, 2022**  
**6:00 P.M.**  
County Commission Meeting Room  
Located at the Old Charles Town Library  
200 E. Washington Street, Charles Town, WV

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**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES**

- November 3, 2022 Regular Meeting

**APPROVAL OF REQUISITIONS**

- November 17, 2022

**APPROVAL OF ACCOUNTS PAYABLE**

- November 10, 2022
- November 17, 2022

**APPROVAL OF MANUAL CHECKS**

- November 11, 2022
- November 18, 2022

**APPROVAL OF PAYROLL**

- November 10, 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](mailto:info@jeffersoncountywv.org). Your comments will be included in the minutes and agenda correspondence. Please include your name.*

**PRESENTATIONS**

1. 6:05 p.m. Angie Banks, Assessor
  - Exonerations/Appportionments
  
2. 6:10 p.m. Matthew Harvey, Prosecuting Attorney
  - Approval to hire full-time investigator
  - Approval to transfer employee from part-time to full-time status

3. 6:20 p.m. Roger Goodwin, Chief County Engineer
  - Release of Tolling of Bonding Agreement for Avalon Hills Subdivision (Jefferson County Planning Commission File No. 06-24)
  - Release of Tolling of Bonding Agreement for Beallair Subdivision, Phase 2 (Jefferson County Planning Commission File No. 05-41)
4. 6:30 p.m. Nikki Painter, Chief Deputy Clerk, County Clerk's Office
  - Certification of Completed Races for 2022 General Election
5. 6:35 p.m. Dennis Jarvis, Director, Jefferson County Development Authority
  - Request Assistance in Payment of Accrued Legal Fees for JCDA for property sales, from William Rohrbaugh
  - Request Support for the Local Economic Development Grant Resolution Acknowledging the Jefferson County Development Authority as the lead economic development agency for Jefferson County
6. 6:45 p.m. Wayne Clark, Delegate, and JHS Group
  - Request for letter to be sent to the WVDOH to explore alternative solutions to construct an interchange on Route 340 and Augustine Ave.
7. 6:55 p.m. Interviews and Appointments to the following:
  - Jefferson County Board of Zoning Appeals – one unexpired term ending January 1, 2026
  - Jefferson County Parks and Recreation Commission – three three-year terms ending June 30, 2025.
8. 6:55 p.m. Nathan Cochran, Assistant Prosecuting Attorney
  - a. 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).

**UNFINISHED BUSINESS**

9. EMS Transition Update

**NEW BUSINESS**

10. Update Re: Charles Town Utility Board Nominees
11. Approval of 2023 Holiday Schedule
12. Approval of date, time, and location for first meeting of 2023.

**COUNTY ADMINISTRATOR REPORTS**

- Approval to Hire – Finance Director

**COUNTY COMMISSION REPORTS**

13. ADJOURN

**CORRESPONDENCE/INFORMATION**

Notice of New Traffic Pattern on WV 51

September 9, 2022 meeting minutes from the Harpers Ferry – Bolivar Public Service District Meeting

Public comment received from David Tabb during the November 3, 2022 Commission meeting.

Public comment received from Scott Faulker during the Hill Top House Hotel TIF District public hearing.

*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.*