

AGENDA
JEFFERSON COUNTY COMMISSION
FOURTH QUARTERLY SESSION - OCTOBER - DECEMBER 2022
THURSDAY, OCTOBER 20, 2022
6:00 P.M.
County Commission Meeting Room
Located at the Old Charles Town Library
200 E. Washington Street, Charles Town, WV

CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

- October 6, 2022 Regular Meeting

APPROVAL OF REQUISITIONS

- October 20, 2022

APPROVAL OF ACCOUNTS PAYABLE

- October 13, 2022
- October 20, 2022

APPROVAL OF MANUAL CHECKS

- October 14, 2022
- October 21, 2022

APPROVAL OF PAYROLL

- October 14, 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. Tom Hansen, Sheriff
 - Animal Control – New Hire
 - Governor’s Highway Safety Patrol Grant

2. 6:20 p.m. Russ Burgess, Director, Jefferson County IT Department
 - Approval to submit grant application for State Records Management and Preservation Board grant program

3. 6:30 p.m. Jennie Brockman, County Planner, Office of Planning and Zoning
 - Community Planning Month Proclamation
4. 6:40 p.m. Amy Gore, Family Court Awareness Month Committee
 - Approval of Proclamation to Declare November as Family Court Awareness Month in Jefferson County, WV
5. 6:45 p.m. Michelle Gordon, Finance Director
 - Approval of the FY22 Financial Statements
 - Review and Approval of FY2023 State Budget Revision 2 for the General Fund
 - Review and Approval of FY2023 State Budget Revision 2 for the Coal Severance Fund
6. 7:00 p.m. Roger Goodwin, Chief County Engineer, Jefferson County Department of Engineering, Planning, and Zoning
 - Hilltop House Hotel TDD Project – Inspection Services Intergovernmental Agreement Extension with West Virginia Department of Economic Development
7. 7:15 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 2022-C-48
 - c. Report as assigned to counsel on the Jefferson County School Board Impact Fees
 - d. 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

8. EMS Transition Update

COUNTY ADMINISTRATOR REPORTS

- E911 Salary Adjustments
 - Consideration of Employee Promotion
 - Consideration of Position Upgrades: Dispatchers, Supervisors/Trainers, and Deputy Director
 - Consideration of Shift Differential
 - Consideration of Signing Bonus
 - Consideration of Referral Bonus
 - Consideration of the Elimination of three (3) full-time, vacant Dispatcher positions
- Approval to advertise and interview for Finance Director position
- Holiday Potluck

COUNTY COMMISSION REPORTS

9. ADJOURN

CORRESPONDENCE/INFORMATION

Office of Planning and Zoning – Memo and FY23 1st Quarterly Report

Harpers Ferry-Bolivar PSD Minutes – August 12, 2022 Regular Meeting

Public Comment received from David Tabb during October 6, 2022 County Commission meeting

E-mail received from citizen regarding litter

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.

