

**AGENDA
JEFFERSON COUNTY COMMISSION
SECOND QUARTERLY SESSION - APRIL-JUNE 2023
THURSDAY, JUNE 1, 2023
9:30 A.M.**

County Commission Meeting Room
located at the Old Charles Town Library
200 E. Washington Street, Charles Town, WV

CALL TO ORDER

PRAYER – Pastor Adam Johnson

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

- May 18, 2023 Regular Meeting

APPROVAL OF ACCOUNTS PAYABLE

- May 25, 2023
- June 1, 2023

APPROVAL OF MANUAL CHECKS

- May 26, 2023
- June 2, 2023

APPROVAL OF REQUISITIONS

- June 1, 2023

APPROVAL OF PAYROLL

- May 26, 2023

ANNOUNCEMENTS

Report if there are changes in the agenda if applicable

PUBLIC COMMENT

***You may participate in public comment during the virtual meeting by raising your hand. 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. 9:40 a.m. Angie Banks, Assessor
- Approval of Signatures for the Assessor's Certificate of Oaths
2. 9:50 a.m. Edwina Benites, Director, Jefferson County Development Authority
- Approval of internal promotion for Program Manager
- Approval to advertise for Jefferson County Development Authority Program Specialist
3. 10:00 a.m. Jeffrey Polczynski, Director, Jefferson County Emergency Communications
- Employment Reappointment – Public Safety Dispatcher
- Next Generation 9-1-1 (NG9-1-1)/Next Generation Core Services (ESINET)
4. 10:10 a.m. Russell Burgess, Director, Jefferson County Information Technology & GIS
- Hire of Information Technology Support/HelpDesk Technician Level 1
- Cyber Security – Disaster Recovery and HVAC Systems Hardware/Software Upgrade
5. 10:30 a.m. Mike Sine, Director, Jefferson County Emergency Services Agency
- Approval to hire for 5 part-time EMT vacancies
6. 10:45 a.m. Nathan Cochran, Assistant Prosecuting Attorney
 - a. Report by counsel on opioid case and consideration of recent developments in the case (Jefferson County Commission v. Perdue Pharmaceutical, et. al. US District Court, Northern District of West Virginia, Civil Action #1:17-OP-45170, MDL 17-md-02804-DAP In Re: National Prescription Opiate Litigation; State of West Virginia ex rel. Patrick Morrissey, Attorney General v. Walgreens Boots Alliance, Inc. et al., Civil Action No. 20-C-82 PNM (W. Va. Cir. Ct. Kanawha County) and related matters.
 - b. Discussion of legal issues and potential action regarding proposed Solar Text Amendment to the Jefferson County Zoning and Land Development Ordinance, File #ZTA22-01. 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, Jefferson County Circuit Court Civil Action No. 2022-C-103 and 2022-C-141 and WV Supreme Court No.'s 21-0727, 21-0728, and 21- 0731.
 - c. Discussion and review of Comcast Contract/Franchise Agreement with counsel.
 - d. Review, discussion, and potential adoption of Commission leave policy as assigned to counsel.
 - e. Consider matters involving or affecting the construction planning, or purchase, sale or lease of property.
 - f. Discussion of wage issue regarding Deputy Sheriffs.

UNFINISHED BUSINESS

7. Discussion of the July 6, 2023 Regular Meeting

NEW BUSINESS

8. Discussion and Possible Action on Ordinance Barring Minors from Adult Live Performances (JK)
9. Request Director of the ESA to provide to the County Commission monthly reports, including a Financial Summary, Labor Wheel, and Incident Reports displaying call volume per staffed station (TJ)

10. Review and Discussion of Ambulance Fee Ordinance

11. County Commission Appointment Procedures/Requirements

COUNTY ADMINISTRATOR REPORTS

- ATV Ordinance
- Budget Director Position
- Discussion and consideration of appointments to the Jefferson County Building Commission
- ESA Transition Update

COUNTY COMMISSION REPORTS

12. ADJOURN

CORRESPONDENCE AND INFORMATION

Year-to-Date Budget Reports for May 2023

Notices of Intent to Appoint to the following: Jefferson County Board of Health, Jefferson County Building Commission, Jefferson County Development Authority, Jefferson County Parks and Recreation Commission, South Jefferson Library Commission

Correspondence/public comments received from the following: Jeff Hertrick, John Freiler, Stephanie Yates, Tim Yates, Cindy Emmans, Bill Gaestel, Mark Werner, Marc Petitpierre, David Tabb, Bob Aithcheson, Dan Clark

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.

