

**AGENDA
JEFFERSON COUNTY COMMISSION
THIRD QUARTERLY SESSION - JULY-SEPTEMBER 2023
THURSDAY, AUGUST 17, 2023
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

PRAYER – Daniel Ortiz

PLEDGE OF ALLEGIANCE

1. 6:00 Appointment of Charles Town District Commissioner
2. 6:10 - Public Hearing regarding the proposed approval of (i) a Tax Increment Financing Application (the "TIF Application") with respect to the proposed creation of a Tax Increment Financing District to be designated "Jefferson County Redevelopment District No. 1 – Hill Top House Hotel" (the Property TIF District") and the adoption of a project plan for the Property TIF District to be designated as "Project Plan No. 1" and (ii) submission of the TIF Application to the West Virginia Department of Economic Development.
- To consider and act upon a proposed Resolution regarding the approval of (i) the TIF Application, (ii) submission of the TIF Application to the West Virginia Department of Economic Development for approval, and (iii) other items in connection therewith.

APPROVAL OF MINUTES

- July 20, 2023 Regular Meeting
- August 3, 2023 Regular Meeting

APPROVAL OF ACCOUNTS PAYABLE

- August 10, 2023
- August 17, 2023

APPROVAL OF MANUAL CHECKS

- August 11, 2023
- August 18, 2023

APPROVAL OF PAYROLL

- August 18, 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 name will be included in the minutes and any written comments submitted will be published in the following agenda under Correspondence & Information.**

PRESENTATIONS

3. 6:30 p.m. Angela Banks, Assessor
- Exonerations
4. 6:40 p.m. Tom Hansen, Sheriff
- Approval of Hire – Full-time Bailiff
5. 6:50 p.m. Interviews and Appointment to the Jefferson County Sheriff Deputy Civil Service Commission
- One unexpired term ending September 29, 2025
6. 7:00 p.m. Roger Goodwin, Chief County Engineer
- Partial Release of Letter of Credit #52202 for RTD Properties, LLC – Lot 29 Burr Industrial Business Park (File #22-10-SP)
- Partial Release of Letter of Credit #521525 for Fellowship Bible Church, Phase 1B & 1D (File #19-6-SP)
7. 7:10 p.m. Luke Seigfried, County Planner
- Quarterly Status Report of the 2045 Comprehensive Plan Update
8. 7:20 p.m. Mike Sine, Director, Jefferson County Emergency Services Agency
- Use Agreement related to potential purchase of SFD A31
- MOU with Jefferson County VFDs
- Change in Employee Status – Part-time to Full-time
- Approval of Purchase – WiFi Modems for Heart Monitors
9. 7:35 p.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. Purdue 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. Putnam County) (the "West Virginia AG Action"), pending within In re: Opioid Litigation, Civil Action No. 21-C-9000 (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,WV Supreme Court No.'s 21-0727, 21-0728, and 21- 0731 and WV Intermediate Court of Appeals No. to be assigned (appeal of Jefferson County Circuit Court Civil Action No. 2022-C-141).
 - c. Consider matters involving or affecting the construction planning, or purchase, sale or lease of property.

d. Discussion of wage issue regarding Deputy Sheriffs.

e. Report by Counsel on Jefferson County Circuit Court Case No. CC-19-2022-C-48

f. Discussion of minor boundary issue between Berkeley and Jefferson County.

g. Report by Counsel on United States District Court Case No. 3:23-CV-171

COUNTY ADMINISTRATOR REPORTS

- For Review and Consideration for the next meeting – Updated description for a GIS/Tyler Munis Tech (no action needed)
- Update on County Departments (no action needed)
- State Budget Revisions FY2023-2024
- Internal Budget Transfer for Planning and Zoning (budget neutral administrative error correction)

10. ADJOURN

CORRESPONDENCE AND INFORMATION

Year-to-Date Budget Reports

Public Comment received from the following: David Tabb

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

