

**SPECIAL MEETING AGENDA
JEFFERSON COUNTY COMMISSION
THIRD QUARTERLY SESSION - JULY-SEPTEMBER 2023
THURSDAY, SEPTEMBER 28, 2023
6:00 P.M.
County Commission Meeting Room
Old Charles Town Library
200 E. Washington Street, Charles Town, WV**

CALL TO ORDER

PRAYER

PLEDGE OF ALLEGIANCE

1. 6:00 Appointment of Charles Town District Commissioner

APPROVAL OF MINUTES

- Thursday, September 7, 2023

APPROVAL OF ACCOUNTS PAYABLE

- September 14, 2023
- September 21, 2023
- September 28, 2023

APPROVAL OF MANUAL CHECKS

- September 15, 2023
- September 22, 2023
- September 29, 2023

APPROVAL OF PAYROLL

- September 15, 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

2. 6:30 p.m. Angela Banks, Assessor
 - Exonerations
 - Acknowledgement of the Assessor's Certificate of Compliance

3. 6:40 p.m. Laura Kuhn, Director, Fleet & Facilities Management
 - Approval of Courthouse Facilities Improvement Authority Grant Application
Requested Motion: Motion to approve the Courthouse Facilities Improvement Authority Grant Application and authorize the President's signature on the application

4. 6:50 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, 2022-C-14 and 2023-C-112, 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.

COUNTY ADMINISTRATOR REPORTS

- Appointment of Interim Deputy Administrator - Jennifer Verdugo
- Appointment of Tyler Munis Administrator - Rhonda Greenholtz
- Appointment to the Jefferson County Audit Committee
- Email Policy
- Policy 913
- TIF Attorney update

Requested Motions:

Motion to appoint Jennifer Verdugo as Interim Deputy County Administrator effective Sept. 22, 2023 at a salary of \$74,000.00

Motion to appoint Rhonda Greenholtz as the Tyler Munis Administrator for an additional pay increase of \$10,000 per year, effective Sept. 22, 2023.

Motion to approve the email policy as presented

5. ADJOURN

CORRESPONDENCE AND INFORMATION

Notice of Intent to Appoint to the Jefferson County Sheriff Deputy's Civil Service Commission

Year-to-Date Budget Reports

Harpers Ferry Bolivar PSD Meeting Minutes – July 25, 2023

Information – Articles from the Spirit of Jefferson Sept. 13, 2023

Public Comments received from the following: David Tabb, Charlotte Fremaux, Rachel Shub and Corey Ash



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.