

AGENDA
JEFFERSON COUNTY COMMISSION
FOURTH QUARTERLY SESSION – OCTOBER- DECEMBER 2024
THURSDAY, November 7, 2024
9:30 a.m.
County Commission Meeting Room
located at the Old Charles Town Library
200 E. Washington Street, Charles Town, WV

Zoom Broadcast (live):

<https://us06web.zoom.us/j/88508131766?pwd=viziDcmCjMM32633vwho3oxjHAHl2.1>

Meeting ID: 885 0813 1766

Passcode: 629988

If you are attending virtually and would like to speak during the public comment period, please use the “raise hand” icon.

Call to Order

Prayer – Moment of silence

Pledge of Allegiance

Pledge of Allegiance to the West Virginia Flag

I pledge allegiance to the flag of West Virginia, which serves as a constant reminder that ‘Mountaineers Are Always Free,’ which stands as a symbol of her majestic mountains, fertile forests, rich veins of coal, and the pride of her people.

Consent Agenda

Approval of Minutes

1. August 1, 2024
2. August 15, 2024
3. September 5, 2024
4. September 19, 2024
5. September 26, 2024

Approval of Accounts Payable:

1. October 24, 2024
2. October 31, 2024
3. November 7, 2024

Approval of Manual Checks:

1. October 25, 2024
2. November 1, 2024
3. November 8, 2024

Approval of Payroll:

1. October 25, 2024

Approval of Requisitions:

1. November 7, 2024

Announcements:

Report if there are changes in the agenda if applicable.

Public Comment:

To participate in public comment in person, please sign the public comment sign-in sheet located on the table in the back of the room. To participate virtually, please “raise your hand” on the Zoom control panel. Please submit comments via email to info@jeffersoncountywv.org. Your name and any written comments submitted for the record will be included in the minutes.

Regular Agenda- It is expected that all items will include discussion and possible action

1. 9:40 am Angie Banks, Assessor
 1. Exonerations
2. 9:45 am Jessica James, Chief Human Resources Officer
 1. Employee recognition
 2. Human resource training request and approval of accompanying budget transfers
 3. Approval of hire – public affairs coordinator – JCHSEM
 4. Approval of hire – zoning administrator – JC Department of Engineering, Planning, and Zoning
 5. Approval of hire – deputy director – JC Emergency Communications
3. 10:05 am Boards, Commissions, and Committees- interviews and possible appointments
 1. Eastern Panhandle Regional Planning and Development Council (Region 9)
 2. Jefferson County Audit RFP Review Committee
4. 10:20 am Krista Hoffman, executive director, Jefferson County Development Authority

Pasha Majdi, commissioner

1. Resolution regarding the expansion of the YMCA into Jefferson County

5. 10:25 am Jim Klein, Hospice of the Panhandle
1. Proclamation of National Hospice and Palliative Care Month
6. 10:30 am Becky Burns, office manager, Jefferson County Department of Engineering, Planning, and Zoning
1. Impact fee refund request
7. 10:35 am Matt Harvey, Prosecuting Attorney
1. Approval to hire: victim's advocate
8. 10:40 am Rebecca Hall, Prosecuting Attorney's Office Victim Assistance Program
1. VOCA Grant Contract Approval and Signature
9. 10:45 am Bessie Nelson, County Commission
1. State Budget Revisions for FY25
10. 10:50 am ARPA Funding Requests
11. 11:10 am Opioid Funding Requests
12. 11:30 am Nathan Cochran, Assistant Prosecuting Attorney
1. Report by counsel on West Virginia Human Rights Commission EREP-49-21.
13. 11:35 pm Edwina Benites-LM, County Administrator
1. Consider matters involving or affecting the construction, planning, purchase, sale, or lease of property for County office space and/ or courthouse space.
14. ADJOURN

CORRESPONDENCE AND INFORMATION