

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, DECEMBER 15, 2011
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

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

APPROVAL OF PURCHASE ORDERS

APPROVAL OF ACCOUNTS PAYABLE

PUBLIC COMMENT

PRESENTATIONS:

1. **9:45 a.m.** **Interviews and appointments to the Board of Zoning Appeals - Discussion/Action**
 - (1) Unexpired term ending January 1, 2013
 - (1) Unexpired term ending January 1, 2014
 - (1) Three year term ending January 1, 2015
 - (1) Alternate unexpired term ending January 1, 2013
 - (1) Alternate unexpired term ending January 1, 2014
 - (1) Alternate three year term ending January 1, 2015

2. **10:00 a.m.** **Interviews and appointment to the Jefferson County Emergency Services Agency**
 - Unexpired Citizen term ending November 2, 2012 or an unexpired Citizen term ending November 2, 2013 - Discussion/Action**Interviews and appointment to the Jefferson County Building Commission**
 - Unexpired term ending July 27, 2016 & Unexpired term ending July 27, 2015 - Discussion/Action

3. **10:15 a.m.** **Ed Hannon, Deputy Director Jefferson County Emergency Services Agency**
 - Regarding enactment of the agreed fees of \$110 for residential and \$.08 per s/f commercial and approval of additional PR funding - Discussion/Action

4. **10:30 a.m.** **BREAK**

5. **10:45 a.m.** **Roger Goodwin, Chief County Engineer**
 - Partial release of Letter of Credit #292 for the Avalon Hills Subdivision, Lots 1-14 & Residue Lots A, B, C & D - File #06-24 - Discussion/Action

6. 11:00 a.m. Mark Schiavone, Director Capital Planning and Management
- Presentation of Draft Affordable Housing Impact Fee Waiver -
Discussion/Action
7. 11:15 a.m. Decision concerning proposal by Jefferson County Development Authority to
suspend the Law Enforcement and Fire and EMS impact fees for new
commercial development for a minimum period of 2 years - Discussion/Action
8. 11:30 a.m. Elizabeth Wheeler, Farmland Protection Board
- Approval of Deed of Easement for the American Battlefield Protection Program
and farmland conservation easement - Discussion/Action

UNFINISHED BUSINESS:

9. Appointment to the Jefferson County Jefferson County Public Service District for a six year term
ending December 1, 2017 - Discussion/Action

NEW BUSINESS:

10. Approval of the 2012 Holiday Schedule - Discussion/Action
11. Copier Lease (TB) - Discussion/Action
12. Approval of Compensation During Temporary Assignment Policy - Discussion/Action
13. Approval of Sexual Harassment Policy - Discussion/Action

PRESENTATIONS CONTINUED:

14. 12:00 p.m. Neal Barkus, Esq.
- Litigation update - Possible Executive Session §6-9A-4

COUNTY ADMINISTRATOR REPORTS

COUNTY COMMISSION REPORTS

ADJOURN

CORRESPONDENCE:

Notice of Public Hearing concerning public input for the Zoning Map Amendment (Rezoning) for the property designated as Tax District: Harpers Ferry, Map: 9, Parcel: 39.1, owned by James and Barbara Gibson will be held Thursday, January 5, 2012 at 7:00 p.m. in the Commission meeting room located at the Old Charles Town Library

Memorandum received from Roger Goodwin, Chief County Engineer concerning a construction bond and security for The National Humane Education Society AKA Briggs Animal Adoption Center- Phase 1 file#S10-10.

Receive minutes from the Jefferson County Public Service District Regular Board Meeting held November 2, 2011.

Memorandum received from Roger Goodwin, Chief County Engineer concerning a construction bond and security for Jefferson Asphalt Products Company (Fil#S11-12).

The December 3, 2011 weekly settlement for Hollywood Casinos at Charles Town received.

Letter received from The Friends of Happy Retreat requesting continued support.

Letter of support for the appointment of Roger Forshee to the Jefferson County Public Service District.

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.