

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, JANUARY 12, 2012
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. 10:00 a.m. Don Jacobs, DI Jacobs Consulting Company
- Classification and Compensation Study Final Report for County Clerk
2. 10:15 a.m. Doug Montgomery, Eastern Panhandle, Right Here, Right Now
- Introduce Eastern Panhandle, Right Here, Right Now and request the Commissions endorsement - Discussion/Action
3. 10:30 a.m. **Break**
4. 10:45 a.m. Interviews and appointment to the Jefferson County Emergency Services Agency for an unexpired term ending November 2, 2013 - Discussion/Action
5. 11:00 a.m. Patricia McMillian, City of Martinsburg HOME Administrator
- Conduct a Public Hearing on FY12 HOME Program - Discussion/Action
- Request the Commission to approve a resolution renewing its participation in the Eastern Panhandle HOME Consortium of West Virginia for FY 2012 - 2013 - Discussion/Action
6. 11:30 a.m. Paul Shroyer, Director of Finance
- Preliminary Budget - Discussion/Action

UNFINISHED BUSINESS:

- 7. Approval of the Sexual Harassment Policy - Discussion/Action
- 8. Request to complete the revitalization of the County Commission Meeting Room - Discussion/Action
- 9. Approval to increase the Public Service District Board membership from three to five members (DM) - Discussion/Action

NEW BUSINESS:

- 10. Sabrina Myers, Shenandoah Center's request for a Fee refund for permit 11-652 - Discussion/Action
- 11. Request to use the Commission Meeting Room from Eastern Panhandle Organization Home Owners Association - Discussion/Action
- 12. Review of Rezoning Requests Policy - Discussion/Action
- 13. Approval of Letter supporting concerns regarding the Marc Train decision the proposed reduction of the Marc Commuter Rail Services (Brunswick line schedule) - Discussion/Action
- 14. Decision regarding the Zoning Map Amendment (Rezoning) for property designated as Tax District: Harpers Ferry, Map: 9, Parcel: 39.1. This property is currently zoned Residential Growth and Residential/Light Industrial/Commercial zoning is being requested. The property is located on the south side of Route 340 (William L. Wilson Freeway); the east side of Route 27 (Millville Road) and on the north side of Route 27/2 (Allstadt's Hill Road) and is a total of 12.97 acres. James and Barbara Gibson are the owners - Discussion/Action
- 15. Proposed Reorganization in County Government working document - Executive Session - Discussion/Action

DEPARTMENTS, BOARDS, COMMISSIONS AND AGENCY REPORTS

- Engineering Department Quarterly report
- Farmland Protection Board Quarterly report
- E-911 Advisory Board Quarterly report

COUNTY ADMINISTRATOR REPORTS

COUNTY COMMISSION REPORTS

ADJOURN

CORRESPONDENCE:

Notice and registration from received from the Tri-State Hay and Pasture Conference scheduled for January 19, 2012.

Letter and survey received from the West Virginia Association of Counties regarding County Health Initiative.

Media Advisory/Press released received from the Jefferson County Emergency Services Agency regarding Proposed Emergency and Fire Fees.

Letter received from the State Auditor regarding regional training and workshops for county officials.

2012 West Virginia Association of Counties Annual Conference scheduled for February 12-14 registration forms received.

Minutes received from the Jefferson County Public Service District Board Meeting held December 5, 2011.

End of year letter received from Community Alternatives to Violence.

The weekly settlement report for Charles Town Races and Slots for the week ending December 31, 2011 received from the West Virginia Lottery.

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.