

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, JANUARY 19, 2012
9:30 A.M.

County Commission Meeting Room
located at the Old Charles Town Library
200 E. Washington Street, Charles Town, WV

Revised Jan. 17, 2012 at 9:18 a.m.

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. Angela Banks, Assessor
- Exonerations -Discussion/Action
2. 10:00 a.m. Joe Cosentini, City Manager, Charles Town
- Certificate of Annexation for the Moler Property - Discussion/Action
- Certificate of Annexation for the property of First Charles Town Group and Willow Spring PSC - Discussion/Action
3. 10:15 a.m. Cheryl L. Keyrouse
- Jefferson County Day at the Capitol, Charleston , WV - Discussion/Action
4. 10:30 a.m. Break
5. 10:45 a.m. Barbara Miller, Director of Homeland Security and Emergency Management
- Appointments/Reappointments to Jefferson County Homeland Security and Emergency Management Steering Committee Steering Committee - Discussion/Action
6. 11:00 a.m. Lynn Fields and Karen Olden, Deputy Probate Clerks
- Quarterly Closings/Estate Approvals - Discussion/Action
7. 11:15 a.m. Linda Reeves

- Homestead Exemption Denial Appeal - Discussion/Action

8. 11:30 a.m. Jennifer Myers and Paul Marshall, Parks and Recreation Commission
- Hite Road Park Update - Discussion/Action
- Presentation on Re-Charting Parks and Recreation as a multi-governmental organization - Discussion/Action
9. 12:00 p.m. Jennifer Brockman, Director of Planning and Zoning
- Alternative Recommendations regarding on a Proposed Amendment to **Articles 20** and 26 of the Jefferson County Subdivision and Land Development Regulations amending the Maximum Square Footage Requirements for a Minor Site Plan in various Zoning Districts - Discussion/Action
- Letter of support and approval regarding designation of designated roads in Jefferson County to be a part of a new proposed US Bike Route 11 - Discussion/Action

NEW BUSINESS:

10. Request to increase Chief Deputy County Clerk salary from \$45,100 to \$48,175 as a result of the Classification Compensation Study - Discussion/Action
11. Request for Compensation During Temporary Assignment for Sandy Slusher McDonald from Deputy County Administrator to Interim County Administrator effective January 16, 2012 - Discussion/Action
12. Request for approval of \$50,000 for the completion of the new maintenance building - Discussion/Action
13. Request to hire a part-time Deputy Sheriff for the sole purpose of filling vacancies due to a deputy being off on military activation or assignment - Discussion/Action
14. Discuss the possibility of outsourcing the county's IT system or grow our current system in-house (PN) - Discussion/Action

DEPARTMENTS, BOARDS, COMMISSIONS AND AGENCY REPORTS

Department of Planning and Zoning

COUNTY ADMINISTRATOR REPORTS

COUNTY COMMISSION REPORTS

15. Break for Lunch

The Commission will resume at 1:30 to continue any New Business that has not be discussed.

~~~~~ POSSIBLE AFTERNOON SESSION ~~~~~

16. 1:30 p.m.

ADJOURN

**CORRESPONDENCE:**

Notice of Interviews and Appointments to the following Board, Committee or Commission: Eastern Panhandle Transit Authority Board, Zoning Board of Appeals, Berkeley/Jefferson Criminal Community Justice Board and the Water Advisory Committee.

Copy of letter sent to Congresswoman Shelley Moore Capito received from the Hagerstown Metropolitan Planning Organizations.

Copy of letter received from William H. Gordon Associates, Inc. regarding Proposed Recreational Zone in Jefferson County, WV.

End of year letter received from Community Alternatives to Violence.

Letter received from Wendy Whitehair-Lochner regarding opposition to commercial zoning.

Letter received from Beverly A. Meadows regarding opposition to extending the Route 340 corridor.

Notice of Board of Review and Equalization dates.

Media Advisory/Press Release received from the Jefferson County Emergency Services Agency regarding Community Information meetings on Proposed County Fire and EMS Fees.

The weekly settlement report for Charles Town Races and Slots for the week ending January 7, 2012 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.*