

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, OCTOBER 18, 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. 9:45 a.m. Angie Banks, Assessor
- Exonerations - Discussion/Action
2. 10:00 a.m. Patricia Smith, Department of Juvenile Services
- Introduce the Jefferson County Youth Reporting Center - Discussion
3. 10:15 a.m. Roger Goodwin, Chief County Engineer
- Bond reduction and/or release - Discussion/Action
- Decision on the Tolling of Bonding Provisions - Discussion/Action
4. 10:40 a.m. **BREAK**
5. 10:50 a.m. Stephanie Grove, Assistant Prosecuting Attorney
- Legal Update on Sheridan Estates - Discussion/Action
- Mediation in Windle case - Possible Executive Session - Discussion/Action
- Affordable Housing Impact Fee Discount - Discussion/Action
6. 11:00 a.m. Lynn Fields, Deputy Probate Clerk
- Quarterly Review to approve/close estates - Discussion/Action
7. 11:15 a.m. Elizabeth Wheeler, Farmland Protection Board
- Deed of easement through the American Battlefield Protection Program
and the Farmland Protection Program by property owners Claymont Society
for Continuous Education - Discussion/Action

8. 11:30 a.m. DR Acquisitions, LLC
 - Surety for completion of Sheridan Subdivision, repairs to the roads in the front section of Sheridan Subdivision and building permits for remaining lots
 - Discussion/Action
9. 11:45 a.m. Barbara Miller, Director of Homeland Security and Emergency Management
 - Request to submit grant application - Discussion/Action
10. 12:00 p.m. Tracey Eberling, Steptoe and Johnson.
 - Legal Update - Pending Litigation - Executive Session- Discussion/Action

COUNTY ADMINISTRATOR REPORTS

- Communication Policy verses Communication Guidelines pertaining to the Open Governmental Meetings - Discussion/Action
- Employee request for Retiree Health Care, Executive Session - Discussion/Action

COUNTY COMMISSION REPORTS

~~~~~AFTERNOON SESSION~~~~~

11. 1:30 p.m. Jennifer Brockman, Director of Planning and Zoning
 - Recommendation of the Planning Commission to the County Commission on the landowner-initiated petition to amend the County Zoning Map Public Hearing for a 2.39 acre property owned by the Bank of Charles Town, designated as Tax District: Harpers Ferry, Map :7, Parcels: 24 and 26 for the purpose of setting a public hearing to be held by the County Commission - Discussion/Action
 - Appointment of Envision Jefferson 2035 (2014 Comprehensive Plan) Steering Committee Members by the County Commission - Discussion/Action
 - Comprehensive Plan Update - Discussion
 - Request for County Commission direction related to Public Hearing input received related to New Commercial and Industrial Zoning Categories - Discussion/Action

12. ADJOURN

DEPARTMENTS, BOARDS, COMMISSIONS AND AGENCY WRITTEN REPORTS

- Jefferson County Historic Landmarks Commission

CORRESPONDENCE:

Invitation to the Purple Iris on Thursday, October 18th, 2012 at 11:30 a.m. from Community Alternatives to Violence Day Report Center Luncheon.

Reminder notice that the County Commission will meet the 1st and 3rd Thursday of the month beginning December 1st, 2012.

Invitation to a retirement reception for Larry Crofford on Tuesday, October 30th, 2012 from 4 - 6 p.m.

Memorandum received from the Engineering Department Office of Impact Fees regarding transfer of funds from Office of Impact Fees General Account to Sheriff's Schools Impact Fee Account, Sheriff's Law Enforcement Impact Fee Account, Sheriff's Fire and EMS Impact Fee Account and Sheriff's Park and Recreation Account.

Weekly Settlement for Hollywood Casinos at Charles Town Races and Slot received for weeks ending September 29th, 2012 received from the West Virginia Lottery.

September 2012 Impact Fee Status Report received from the Office of Impact Fees.

Letter received from the Contemporary American Theater Festival concerning their 22nd season.

October 2012 issue of the Valley News newsletter received from the Potomac Valley Audubon Society.

September 2012 issue of the Commissioners' Corner received.

September 2012 issue of the County Line monthly publication received.

Letter received from the Jefferson County Courthouse Committee regarding recommendations for the painting of the courthouse.

Minutes received from the August 22nd, 2012 Jefferson County Public Service District Special Board Meeting.

September 2012 issue of the West Virginia Ethics Reporter received.

Email received concerning the Eastern Panhandle Trailblazers Community Hike along the proposed Potomac River Trail on Saturday, October 27, 2012 beginning at 8:30 a.m.

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.