

AGENDA

REVISED - June 25, 2013 (1:03pm)

JEFFERSON COUNTY COMMISSION

THURSDAY, JUNE 27, 2013

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 PURCHASE ORDERS

- June 27, 2013

APPROVAL OF ACCOUNTS PAYABLE

- June 20, 2013
- June 27, 2013

PUBLIC COMMENT

Anyone wishing to address the Commission regarding the Jefferson County Emergency Agency Services Fee Ordinance (JCESA), must do so during Public Comment. No public comment will be taken before or during the JCESA agenda item.

PRESENTATIONS:

1. 9:45 a.m. Charlene Gilliam, Manager, External Affairs, First Energy
- Regarding the "Intra-Sale" also known as Generation Transaction
- Discussion/Action
- Local partnership update - Discussion/Action
2. 10:00 a.m. Peter Fricke, Charles Town Race Track Chaplaincy
- Requesting support augmentation of Drug/Substance Abuse and Anger Program for the Race Track workers in the amount of \$5,500 - Discussion/Action
3. 10:10 a.m. Laura Storm, Circuit Clerk
- Requesting approval to hire Nicole Nobrega to a full-time position as Deputy Clerk effective July 1, 2013 - Discussion/Action
4. 10:15 a.m. Jennifer Maghan, County Clerk
- Approval of Depository Funds, to comply with State Law - Discussion/Action

5. 10:25 a.m. Steve Rawlings, West Virginia Risk Pool
- Update on the WV Risk Pool Customer Satisfaction - Discussion/Action
6. 10:45 a.m. Seth Rivard, MPA, County Planner
- Requesting scheduling of Public Hearing for September 19, 2013 for the new Stormwater Management Ordinance and associated text amendments to the 2008 Subdivision and Land Development Regulations
- Discussion/Action
7. 10:55 a.m. BREAK
8. 11:25 a.m. Interview and Appointments to the Development Authority - Four, three - year terms ending April 5, 2016 - Discussion/Action
9. 11:30 a.m. Interview and Appointments to the Public Service District Customer Liaison, One - to serve until the Jefferson County Commission appoints a customer of the District or a board member becomes a customer - Discussion/Action
10. 11:35 a.m. Interview and Appointments to the Board of Zoning Appeals - one, three - year term ending January 1, 2016 - Discussion/Action
11. 11:40 a.m. Interview and Appointments to the West Virginia Eastern Panhandle Transportation Authority for one, four - year term ending July 1, 2016
- Discussion/Action
12. 11:45 a.m. Mike Wiley, Beallair Homes, LLC
- Request from Beallair Homes, LLC for the County Commission's consideration of releasing Beallair Homes, LLC for the Agreement Regarding Bonding Obligations and Declaration of Covenants, Conditions and Restrictions Beallair Phase 2 Subdivision and also the First Amendment to Agreement Regarding Bonding Obligations and Declaration of Covenants, Conditions and Restrictions Beallair Phase 2 Subdivision subject to conditions noted - Discussion/Action
13. 11:55 a.m. Roger Goodwin, Chief Engineer
- Complete release of the Construction Bond security for Automated Merchandising Systems, Inc. - AMS Building Expansion (File #S12-05) - Cash-in-Escrow with United Bank, Charles Town, West Virginia
- Discussion/Action
- Complete release of the Construction Bond security for John K. Taylor - Mountain Vista Farms Subdivision, Lots 1-7 & 8 - Residue (File #08-06) - Letter of Credit #1241 with United Bank of Martinsburg, West Virginia
- Discussion/Action
- Partial release of the Construction Bond security for Waterfront Group WV, LLC/Mark Adkins - Rock Ferry Station Subdivision, Lots 1-7, 16 and 25-43

(File #04-20) - Cash-in-Escrow with United Bank, Shepherdstown, West Virginia - Discussion/Action

- Partial release of the Construction Bond security for RAI Group 44, LLC - Burr Industrial Park, Lot 44, Buildings A & B (File #S06-06) - Letter of Credit #275 with the Bank of Charles Town, Charles Town, West Virginia
- Discussion/Action

**14. 12:00 p.m. Working Lunch - John Reisenweber, Director Development Authority
- Update on Economic Outlook - Discussion/Action**

Financial Director Report:

- Approval of Internal Budget Revision #119 - Animal Control - Discussion/Action
- Approval of Internal Budget Revision #121 - Other Building - Discussion/Action
- Approval of Internal Budget Revision #122 - Central Garage - Discussion/Action
- Approval of Internal Budget Revision #123 - Courthouse- Discussion/Action
- Approval of Internal Budget Revision #124 - Circuit Clerk - Discussion/Action
- Approval of Internal Budget Revision #125 - Ag Agent - Discussion/Action
- Approval of Internal Budget Revision #126 - Prosecuting Attorney - Discussion/Action
- Approval of Internal Budget Revision #127 - County Commission - Discussion/Action

UNFINISHED BUSINESS:

15. First Energy Resolution regarding opposing the “Intra-Sale” of Harrison Power Plant for possible adoption - Discussion/Action

NEW BUSINESS:

16. Jefferson County Policies & Procedures - Discussion/Action
- Employee Assistance Program
- Media Inquiries
17. Request For Proposal for Jefferson County Commission Website - Discussion/Action

COUNTY ADMINISTRATOR REPORTS

- Commissioner’s Top Project Listing - Discussion/Action
- WV Corp language in contract - Discussion/Action
- IT Update - Discussion/Action
- Authorization for Ms. Brockman, Director of Planning and Zoning, to sign for Zoning Administrator until position is filled.
- County Commission Association of West Virginia - WV State Auditor’s Office Annual In-Service Training Seminar - August 4-7, 2013 - Discussion/Action
- Space Needs - Executive Session - Discussion/Action

COUNTY COMMISSION REPORTS

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

18. 1:30 Doug Pittinger, Director Jefferson County Emergency Services Agency
- Five minute update on fee ordinance

19. 1:35 Jefferson County Commissioner's
- 1st reading/Review/Edits of the JCESA Emergency Services Fee Ordinance
- Discussion/Action
(Any public comments on this issue will be taken during the public comment portion of the meeting - at the beginning of the County Commission meeting)

20. ADJOURN

CORRESPONDENCE:

Reminder, Jefferson County Offices will be closed Thursday, July 4th for the Independence Day Holiday.

Invitation to the Shenandoah Valley Chapter #313 dedication of the Korean War Memorial and lunch on July 20, 2013. RSVP required by July 5, 2013.

Letter from the Secretary of the Interior, Washington, D. C. - regarding the Payments in Lieu of Taxes program.

Letter from the Public Service Commission regarding disbursement of Wireless E-911 subscriber fee check in the amount of \$192,732.24.

Letter from the West Virginia Department of Environmental Protection regarding the reappointment of Rusty Morgan to the Jefferson County Solid Waste Authority.

Hospice of the Panhandle - Newsletter, Summer 2013.

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.