

**AGENDA**  
**JEFFERSON COUNTY COMMISSION**  
**THURSDAY, SEPTEMBER 19, 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 MINUTES**

- August 29, 2013 - Regular Meeting
- September 5, 2013 - Regular Meeting
- September 11, 2013 - Special Session, Financial Director Position
- September 12, 2013 - Special Session, Probate Matters

**APPROVAL OF PURCHASE ORDERS**

- September 19, 2013

**APPROVAL OF ACCOUNTS PAYABLE**

- September 12, 2013
- September 19, 2013

**PUBLIC COMMENT**

**PRESENTATIONS:**

1. 9:45 a.m. Angie Banks, Assessor
  - Approval of Employment for Vacancy in Assessor's Office
  - Discussion/Action
  - Exonerations - Discussion/Action
  
2. 10:00 a.m. Jennifer Magahn, County Clerk
  - Approval of Employment for Vacancy in County Clerk's Office
  - Discussion/Action
  - Approval to hire for an Assistant Deputy Clerk Position - 2E, to replace a Deputy Clerk leaving - Discussion/Action
  - Financial Statement Approval for FY 2013 - Discussion/Action
  
3. 10:25 a.m. Pete Dougherty, Sheriff
  - Vehicle Purchase - Discussion/Action

4. 10:35 a.m. Jeffery A. Polczynski, ENP - Director of Communication & Tom Reilly, Accurate Systems Consultant
  - Presentation for Final Selection of Integrated Public Safety Information Systems (CAD) Vendor & appropriate funding - Discussion/Action
  - Discussion/Action
5. 11:05 a.m. BREAK
6. 11:15 a.m. Board Members, Director, Jefferson County Emergency Services Agency
  - Review Proposed Ambulance Ordinance & \$40 fee projection
  - Proposed amendments - Patsy Noland Commissioner (PN)
  - Discussion/Action
7. 11:45 a.m. Heather Morgan McIntyre. Chamber of Commerce
  - Requesting letter of support for wine tasting before 1 p.m. on Sunday during the Mountain Heritage Arts & Craft Festival September 2013
  - Discussion/Action
8. 11:50 a.m. Don Orser, resident
  - Consideration of 2013 Board of Assessment Appeals Hearing Examiner
  - Discussion/Action
9. 12:00 p.m. Roger Goodwin, Chief Engineer
  - Bond reduction and/or release - Discussion/Action
10. 12:05 p.m. Jennifer Brockman, Director of Planning & Zoning
  - Approval to move forward with Job Offer for Zoning Administrator Position
  - Discussion/Action
  - Discussion and Possible Action Regarding Potential Amendments to WV Code 8A - Discussion/Action

**UNFINISHED BUSINESS:**

11. Follow-up discussion regarding contracting with Leslie Smith for the position of the Financial Consultant for the Jefferson County Commission - Discussion/Action (Executive Session) (PN)

**NEW BUSINESS:**

12. County Noise Ordinance - Discussion/Action (DM)
13. General County Budget Revision #2 and Resolution - Discussion/Action

14. Approval of Resolution and Contract - Victim of Crime Act (VOCA) Victim Assistant Grant Program in the amount of \$59,381.00 with \$14,845.00 match - Discussion/Action
15. Approval of Resolution and Contract - Community Participation Grant Program for the Friends of Blackwater J.R. Clifford Project in the amount of \$1,000 - Discussion/Action
16. Approval of Resolution and Contract - Community Participation Grant Program for the Good Shepherd Caregivers in the amount of \$10,000 - Discussion/Action
17. Approval of employment for the vacancy for Financial Director Position - Discussion/Action

**COUNTY ADMINISTRATOR REPORTS**

**COUNTY COMMISSION REPORTS**

18. 12:30 p.m. Break for Lunch

**~~~~~ AFTERNOON SESSION ~~~~~**

19. 1:30 p.m. Public Hearing on the proposed Stormwater Management Ordinance and Text Amendments to the Subdivision and Land Development Regulations and to amend such other articles, sections, subsections, and provisions of the Regulations as necessary to implement and maintain consistency with foregoing amendments - Discussion/Action
20. 3:00 p. m. Public Meeting on Broadband in Jefferson County  
- Presentations from Comcast & Frontier
21. 4:00 p.m. John Reisenweber, Director Jefferson County Development Authority  
- Business Prospect - Discussion/Action (Executive Session)

- **ADJOURN**

**DEPARTMENTS, BOARDS, COMMISSIONS AND AGENCY WRITTEN REPORTS**

- Jefferson County GIS/Addressing Office Quarterly Report - 3<sup>rd</sup> Quarter 2013.
- Maintenance Department Quarterly Report - 4<sup>th</sup> Quarter 2013.

**CORRESPONDENCE:**

Invitation to the Eastern Panhandle Conservation District Annual Awards & Recognition Banquet, September 20, 2013.

South Jefferson Public Library announces a “Love Your Heart Movement Walk” on September 28,

2013 from 10 a.m. - 2 p.m.

Invitation from the Shepherdstown Day Care to celebrate their 40<sup>th</sup> Birthday, September 30, 2013 from 4-6 p.m.

Invitation from Good Shepherd Caregiver's for their 6<sup>th</sup> Annual Tastes from Around the World, October 2, 2013 - 6:30 p.m.

West Virginia Solid Waste Authorities 2013 Educational Conference on Litter Control and Solid Waste Management at Canaan Valley Resort - October 13-15, 2013.

Packet of Materials from Bob Aitcheson and Doug Rockwell regarding the Jefferson County Emergency Services Proposed Ambulance Fee Ordinance.

Impact Fee Status Report August 2013.

Memorandum from Office of Impact Fees - Transfer of Funds from Office of Impact Fees General Account to sheriff's Schools Impact Fee Account.

Letter of resignation for the Board of Zoning Appeals from Jeff D. Bresee.

Letter from Office of the State Auditor, Chief Inspector Division regarding a copy of the Audit for the Jefferson County Magistrate Court for the period ending December 31, 2013.

Email from Todd Metzgar opposing the Ambulance Fee Ordinance.

Press Release from FirstEnergy Corporation: FirstEnergy Subsidiaries Apply for Authorization to Sell Eleven Hydroelectric Power Stations to Harbor Hydro Holdings, LLC.

Jefferson County Public Service District Regular Board Meeting Minutes, August 5, 2013.

Jefferson County Homeland & Emergency Management Newsletter, September, 2013.

Potomac Valley Audubon Society, Valley Views, Volume 32, Issue 1 - September 2013.

West Virginia Lottery Weekly Settlement for Charles Town week ending August 31, 2013.

West Virginia Lottery Weekly Settlement for Charles Town week ending September 7, 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.*