

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, JANUARY 2, 2014
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

COUNTY COMMISSION ORGANIZATION

- a. Selection of President
- b. Selection of Vice President

APPROVAL OF MINUTES

- December 19, 2013 Regular Meeting

APPROVAL OF PURCHASE ORDERS

- January 2, 2014

APPROVAL OF ACCOUNTS PAYABLE

- December 26, 2013
- January 2, 2014

PUBLIC COMMENT

PRESENTATIONS:

1. 9:45 a.m. Pete Dougherty, Sheriff
 - Discussion/Demonstration of the Home Confinement Program - Discussion/Action
 - Discussion of Noise Ordinance - Possible Executive Session §6-9A-4 - Discussion/Action
 - Discussion on animal neglect and abuse cases - costs/contracts - Discussion/Action

2. **10:15 a.m. Interviews and Appointments - Discussion/Action**
 - Jefferson County Board of Zoning Appeals - two 3 year terms ending January 1, 2017 and three alternate positions ending January 1, 2015, 2016, and 2017 - Discussion/Action
 - Jefferson County Emergency Services Agency - three 3 year terms ending November 2, 2016 as follows:
 - Two Citizen Representatives
 - One EMS Representative
 - Jefferson County Emergency Services Agency - one unexpired term ending three 3 year terms ending November 2, 2015 as follows:
 - One Citizen Representative

3. **10:45 a.m. BREAK**

4. **11:00 p.m. Barbara Miller, Director of Homeland Security and Emergency Management**
 - Approval of 2013 Jefferson County Emergency Operations Plan - Discussion/Action

5. **11:15 a.m. Roger Goodwin, Chief County Engineer and Michelle Mason, Impact Fee Program Specialist**
 - Modification of FY 2014 Capital Improvement Plan for Middleway Volunteer Fire Company Generator Project - Discussion/Action

6. **11:30 a.m. Jennifer Brockman, Director of Planning and Zoning**
 - REVISED Zoning Ordinance Amendment Text (ZTA 13-01) based on 10-10-13 Public Hearing input related to Minor Amendments to the Jefferson County Zoning and Land Development Ordinance Sections 2.2, 4.10, 4A.5, 5.7, 5.8, 8.5, 8.14, 8.15, 9.5, 10.5, 11.1, 12.2 and Appendix C (Agricultural Use and Other Amendments) – Discussion and possible Action
 - Follow up Workshop/Discussion to 11-21-13 Public Hearing input on proposed Zoning Ordinance Text Amendment (ZTA 12-01) to establish additional commercial and industrial zoning district categories, and related changes to the ordinance; including changes to the following sections of the Zoning and Land Development Ordinance: 4.4; 4.6; 4.10; 4.11; 5.1; 5.4; 5.6; 5.7; 5.8; 5.10; 6.3; 6.5; 8.1; 8.9; 8.12; 12.2; 12.3; Appendices A, B, and C; and the addition of new Sections 5.11, 5.12, 5.13, 5.14, 5.15, 5.16 and 5.17– Discussion and possible Action

UNFINISHED BUSINESS:

7. Clarifying role of County Commission liaison to different boards and commissions - Discussion/Action (LW)
8. Discuss Budget Goal - Discussion/Action (JT)
9. Discuss Capital Outlay Policy - Discussion/Action

NEW BUSINESS:

10. Compensation During Temporary Assignment - Merri McIntyre - Acting Supervising Public Safety Dispatcher - Discussion/Action

FINANCIAL DIRECTOR REPORTS

- Review of FY14 Budget Revisions and Financial Overview - Discussion/Action

COUNTY ADMINISTRATOR REPORTS

- Reschedule Duncan Estate Hearing

COUNTY COMMISSION REPORTS

11. ADJOURN

DEPARTMENTS, BOARDS, COMMISSIONS AND AGENCY WRITTEN REPORTS

- Jefferson County Homeland Security and Emergency Management
- Jefferson County GIS/Addressing Office

CORRESPONDENCE:

Notice of the Board of Review and Equalization Dates for 2014.

Letter from Anna Mary Walsh, Member of the Board of Directors of the Jefferson County Animal Welfare Society.

Letter from Billy Madert, Director of the Jefferson County Solid Waste Authority, regarding the findings in the State Audit for the year ending June 30, 2013.

Jefferson County Commission Notice of Public Hearing on FY 2014 Home Investment Partnership.

Letter from Jennifer Brockman, Director of Planning & Zoning and Acting Jefferson County Zoning

Administrator, to Ms. Junipa Contento regarding the withdrawal of the Seasonal Use Permit to host the 2014 All Good Music Festival and Camp Out.

Jefferson County Historic Landmarks Commission nomination reports for York Hill Bank Barn and Oak Tree Farm.

Letter from Anthony J. Petrucci, President of the Berkeley County Council, regarding the Jefferson County Commission's participation in the 2013 Eastern Panhandle Legislative Summit.

West Virginia Ethics Reporter - December, 2013.

West Virginia Lottery Weekly Settlement for Charles Town week ending December 14, 2013.

West Virginia Lottery Weekly Settlement for Charles Town week ending December 21, 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.