

**AGENDA  
JEFFERSON COUNTY COMMISSION  
THURSDAY, JANUARY 23, 2014  
9:30 A.M.**

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

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**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF PURCHASE ORDERS**

- January 23, 2014

**APPROVAL OF ACCOUNTS PAYABLE**

- January 23, 2014

**ANNOUNCEMENTS**

- Report if there are changes in the agenda if applicable

**PUBLIC COMMENT**

**PRESENTATIONS:**

1. 9:45 a.m. Angie Banks, Assessor  
- Explanation of Assessment Increase
2. 10:00 a.m. Peter Fricke, Middleway Conservancy Association, Inc.  
- Request for Commission support for an application for an EPA Green Infrastructure Technical Assistance Grant - Discussion/Action
3. 10:15 a.m. Barbara Miller, Director of Homeland Security and Emergency Management  
- State Homeland Security Grant Proposal - Discussion/Action  
- Approval of appointments/reappointments to the Jefferson County Homeland Security and Emergency Management Steering Committee - Discussion/Action
4. 10:30 a.m. BREAK

**BUDGET WORK SESSION:**

5. 10:45 a.m. Todd Fagan, GIS/Addressing Office Director
  - Request for Commission approval and funding of two related projects: Enterprise Content Management System (CMS) and Document Imaging (Scan) for multiple departments in partnership with the local Board of Health
  - Discussion/Action
6. 11:15 a.m. Tim Stanton, Finance Director
  - Budget - Discussion/Action
  - General County Budget Revisions - Discussion/Action

**NEW BUSINESS:**

7. Discussion to determine the most cost-effective method to provide IT Support to County Government - Discussion/Action (PN)
8. Legislative Updates

**COUNTY ADMINISTRATOR REPORTS**

**COUNTY COMMISSION REPORTS**

9. RECESS

**~~~~~ EVENING SESSION ~~~~~**

10. 6:00 p.m. Public Hearing
  - Recommendation of the Planning Commission to the County Commission on the landowner-initiated petition to amend the County Zoning Map for a 107 acre property owned by Ann, James, and Ernest Hunter, designated as Tax District: Middleway (07), Map: 1, Parcel: 2, located on the north side of Route 115 (Old Route 9/Charles Town Road), approximately 700 feet southeast of the Berkeley/Jefferson County line, for the purpose of setting a public hearing to be held by the County Commission - Discussion/Action
  - Follow up Workshop - 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/Action

**11. ADJOURN**

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

- **Engineering Department Quarterly Update Report**

**CORRESPONDENCE:**

**Notice of the Jefferson County Commission Board of Review and Equalization Dates.**

**Notice of the Jefferson County Commission Board of Review and Equalization Date Addition.**

**Notice of the Jefferson County Commission Board of Review and Equalization Date Cancellation.**

**“Meet Your Commissioners” Notice.**

**Letter from the U.S. Department of Justice Office for Victims of Crime regarding the release of a newly released guide, *Taking Action: An Advocate’s Guide to Assisting Victims of Financial Fraud*.**

**Impact Fee Status Report - December 2013.**

**West Virginia Lottery Weekly Settlement for Charles Town week ending January 11, 2014.**

***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.***