

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, JULY 3, 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

APPROVAL OF MINUTES

- June 19, 2014

APPROVAL OF PURCHASE ORDERS

- July 3, 2014

APPROVAL OF ACCOUNTS PAYABLE

- June 26, 2014
- July 3, 2014

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

1. 9:45 a.m. Pete Dougherty, Sheriff
- Donation of \$3,000 received
2. 9:50 a.m. Angie Banks, Assessor
- Approval of Split Tickets - Discussion/Action
3. 10:00 a.m. Julie R. Shank, town Attorney for the Corporation of Shepherdstown
- Approval and confirmation of the annexation by the Corporation of Shepherdstown of two (2) parcels of real estate consisting of 0.702 acre and identified as Parcel 108 on Tax Map 8-B, both of which are located in Shepherdstown District, Jefferson County, West Virginia, owned by Michael Patrick Bean - Discussion/Action

4. 10:15 a.m. Jeff Polczynski, Director of Communications
- Reinstatement of the Reduction in Force employee - Emergency Communications Center/ Karen Echement, Administrative Assistant- Discussion/Action
5. 10:30 a.m. **BREAK**
6. 10:45 a.m. Interviews and Appointments to the following Boards and Commissions - Discussion/Action:
 - ▶ Jefferson County Community Criminal Justice Board - Five 3-year terms ending July 3, 2017
 - ▶ Jefferson County Parks and Recreation Commission - Three 3-year terms ending June 30, 2017
 - ▶ Harpers Ferry/Bolivar Public Services District - One 6-year term ending June 30, 2020
 - ▶ Summit Point Library Committee - One 5-year term ending June 20, 2019
 - ▶ Jefferson County Solid Waste Authority - One 4-year term ending June 30, 2018
 - ▶ Jefferson County Board of Health - One 5-year term ending June 30, 2019
 - ▶ Eastern Panhandle Regional Planning and Development Council - One 2-year term ending June 30, 2016
7. 11:15 a.m. Martin Burke, Jefferson County Historic Landmarks Commission
- Update on activities in conjunction with Civil War Trust, Inc. - Discussion/Action
8. 11:45 a.m. Lyn Widmyer, Jefferson County Commissioner
- Financial support for Shepherdstown Bike Path Project - Discussion/Action
9. 12:00 p.m. Roger Goodwin, Chief County Engineer
- Complete Bond Release U. S. Coast Guard Office Building Project - Discussion/Action

UNFINISHED BUSINESS

10. Ordinance to dissolve and reconstruct the Jefferson County Emergency Services Agency - Discussion/Action
 - Changes submitted by Commissioner Tabb
 - Discussion of potential second public hearing if substantive changes are presented (DM)

NEW BUSINESS

11. Approval of Resolution and Contract - Community Participation Grant Program - Contemporary American Theater Festival in the amount of \$5,000 - Discussion/Action
12. Approval of Resolution and Contract - Community Participation Grant Program - Jefferson County Sheriff Reserves in the amount of \$2,500 - Discussion/Action
13. Approval of Resolution and Contract - Community Participation Grant Program - EVAK K9 Search and Rescue in the amount of \$5,000 - Discussion/Action
14. Acknowledge the appointment of David Mills, City Manager for the City of Charles Town to the Jefferson County Economic Development Authority as the Representative for the City of Charles Town - Discussion/Action

FINANCIAL DIRECTOR REPORTS

- Year end review
- Approval of Budget Transfers - Discussion/Action
- Discussion on Highmark's proposed elimination of 19 employees from HRA plan - Discussion/Action

COUNTY ADMINISTRATOR REPORTS

- Update on Ambulance Fees

COUNTY COMMISSION REPORTS

15. **ADJOURN**

DEPARTMENTS, BOARDS, COMMISSIONS AND AGENCY WRITTEN REPORTS

- GIS Department Quarterly Update Written Report - 2014, 2nd Quarter

CORRESPONDENCE/INFORMATION

Notice of County Office Closure - Friday, July 4, 2014

Jefferson County Notice of Intent to Appoint to the Jefferson County Planning Commission, Thursday, July 17, 2014.

Jefferson County Notice of Intent to Appoint to the West Virginia Eastern Panhandle Transportation Authority, Thursday, July 17, 2014.

Letter from the WV State Auditor's Office regarding in-service training and the Thelma J. Stone

Memorial Achievement Award.

Letter from the WV State Auditor's Office regarding the audit report for the Municipality of Bolivar.

Letter from the WV Department of Transportation - Division of Highways regarding the Statewide Transportation Improvement Program (STIP).

Letter of Commendation for Tinadawn Stratton and the IT Support Staff from Brandy Sims, Assistant Prosecuting Attorney for Jefferson County.

E-mail from Richard Zigler, resident, regarding the proposed Shepherdstown Bike Path.

WV Lottery weekly settlement for Charles Town, week ending June 7, 2014.

WV Lottery weekly settlement for Charles Town, week ending June 14, 2014.

WV Lottery weekly settlement for Charles Town, week ending June 21, 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.