

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, OCTOBER 16, 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

- October 1, 2014 Public Hearing
- October 2, 2014 Regular Meeting

APPROVAL OF ACCOUNTS PAYABLE

- October 9, 2014
- October 16, 2014

PAYROLL APPROVAL

- October 9, 2014

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

1. 9:45 a.m. Jennifer Myers, Director of Jefferson County Parks and Recreation
- Request to release funding from the Parks and Recreation Land Improvement Fund for the development of James Hite Park - Discussion/Action
2. 10:15 a.m. Franklin Greenwalt, Citizen
- Request for waiver of \$150 fee for Board of Zoning Appeals review of variance - Discussion/Action
3. 10:45 a.m. **BREAK**
4. 11:00 a.m. Lynn Fields, Deputy Probate Clerk
- Quarterly Review - Approval/Closure of Estates - Discussion/Action

NEW BUSINESS

5. Request from the Maryland Geocaching Society to use the County Commission meeting room on Saturday, November 22, 2014 from 8:00 a.m. - 10:00 a.m. - Discussion/Action
6. Possible appointment of two additional members to the Jefferson County Building Commission - Discussion/Action

FINANCIAL DIRECTOR REPORTS

- Approval/signature of FY14 Audit Engagement Letter - Discussion/Action
- Budget Revision - Discussion/Action

COUNTY ADMINISTRATOR REPORTS

- Update on Ambulance Fee Collections
- Community Communications Discussion
- Website Update
- FOIA Policy - Informational purposes - to be discussed/considered at a later meeting

COUNTY COMMISSION REPORTS

ADJOURN

DEPARTMENTS, BOARDS, COMMISSIONS AND AGENCY WRITTEN REPORTS

- Jefferson County Department of Homeland Security and Emergency Management Quarterly Written Report

CORRESPONDENCE/INFORMATION

Jefferson County Commission Notice of Work Session.

Jefferson County Commission Notice of Public Hearing.

Notice of Jefferson County Animal Control Open House.

Letter from Pete Dougherty, Sheriff, regarding the funding disbursements for the Jefferson Day Report Center.

Impact Fee Status Report for September 2014.

Memorandum from the Jefferson County Engineering Department, Office of Impact Fees - Transfer of Funds from Office of Impact Fees General Account to Sheriff's Schools Impact Fee Account.

Memorandum from the Jefferson County Engineering Department, Office of Impact Fees - Transfer of Funds from Office of Impact Fees General Account to Sheriff's Law Enforcement Impact Fee Account.

Memorandum from the Jefferson County Engineering Department, Office of Impact Fees - Transfer of Funds from Office of Impact Fees General Account to Sheriff's Parks and Recreation Impact Fee Account.

Memorandum from the Jefferson County Engineering Department, Office of Impact Fees - Transfer of Funds from Office of Impact Fees General Account to Sheriff's Fire & EMS Impact Fee Account.

Letter from the WV Public Service Commission regarding the Disbursement of Wireless E-911 Subscriber Fees.

Letter from the WV Office of the State Treasurer regarding the Distribution of Coalbed Methane Severance Tax.

Letter from the State Auditor's Office regarding the Report on Applying Agreed-Upon Procedures of the Jefferson County Magistrate Court for the period ending December 31, 2013.

Letter from the State Auditor's Office regarding U.S. Generally Accepted Auditing Standards.

Letter from Michael V. Sholl, resident, regarding the Ambulance Service Fee.

E-mail from Misty Hassan, resident, regarding the Ambulance Service Fee.

Letter from John and Sally Barile, residents, regarding the Zoning Text Amendment related to Mass Gatherings/Events.

E-mail from Richard Costello, resident, regarding mass events and the All Good Festival.

E-mail from Shelly Cox, resident, regarding the All Good Festival.

E-mail from James Brawner, resident, regarding a supposed illegal perc test.

Notice of Hollywood Casino Holiday Party tables available for purchase.

WV Lottery Weekly Settlement for Charles Town - week ending September 20, 2014.

WV Lottery Weekly Settlement for Charles Town - week ending September 27, 2014.

WV Lottery Weekly Settlement for Charles Town - week ending October 4, 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.