

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, OCTOBER 30, 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 16, 2014
- October 23, 2014

APPROVAL OF PURCHASE ORDERS

- October 30, 2014

APPROVAL OF ACCOUNTS PAYABLE

- October 30, 2014

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

1. 9:45 a.m. Pete Dougherty, Sheriff
- Deputy First Class (DFC) Designation - Discussion/Action
2. 10:00 a.m. Teresa Shumate, Assistant Director of the Shenandoah Women's Center and
Lisa Serriana, Jefferson County Outreach Worker
- Proclamation to declare October as Domestic Violence Awareness Month -
Discussion/Action
3. 10:10 a.m. Interviews and Appointment to the Jefferson County Community Criminal
Justice Board - One 3-year term ending July 3, 2017 for the position of Public
Defender or Criminal Defense Attorney - Discussion/Action
4. 10:20 a.m. Interviews and Appointment to the North Eastern Regional EMS, Inc. Board
for One 2-year term ending October 31, 2016 - Discussion/Action

5. 10:30 a.m. Interviews and Appointment to the HOME Consortium Council for One unexpired term ending June 30, 2016 - Discussion/Action
6. 10:45 a.m. **BREAK**
7. 11:00 a.m. Todd Fagan, Jefferson County GIS/Addressing Office
- Address Compliance Program within Municipalities - Discussion/Action
8. 11:15 a.m. Jennifer Brockman, Director of Planning and Zoning
- Summary of public comments received on October 1, 2014 regarding ZTA 14-02 Mass Event/Seasonal Use Text Amendment (County Commission Public Hearing) - Discussion/Action
9. 11:30 p.m. Tim Stanton, Finance Director
- Review of Cash
- Review of Budget to Actual as of September 30, 2014
- Approval of internal Budget Revisions - Discussion/Action
10. 12:00 p.m. Debbie Keyser, County Administrator
 - ▶ Discussion by the Jefferson County Commission on a proposed FOIA Policy for the County - Discussion/Action
 - ▶ Website Update
 - ▶ Eastern Panhandle Legislative Summit - Discussion/Action
 - ▶ Reminder of the upcoming Ethics and Robert's Rules of Order to be held on November 5, 2014
 - ▶ RFP IT Bid Summary - Discussion/Action
 - ▶ Update on Ambulance Fee Collections - Discussion/Action
 - ▶ Ambulance Fee for citizens with property sold between July 1, 2014 and September 15, 2014 - Homeowner Exonerations - Discussion/Action
 - ▶ Update from our Legal Counsel regarding the closing of the Comcast Ranson Office - Discussion/Action
 - ▶ Negotiations for buildings - Building Space Needs Committee - Possible Executive Session §6-9A-4 - Discussion/Action
 - ▶ Discuss Pending Litigations - Executive Session §6-9A-4 - Discussion/Action

NEW BUSINESS

11. Reconsider the decision of May 29, 2014, to require appointees to sign Jefferson County Code of Ethic forms - Discussion/Action (PN)
12. Day Report Center Funding - Discussion/Action (JT)

13. Approval of Date and Time for the Canvass of the 2014 General Election - Discussion/Action

COUNTY COMMISSION REPORTS

14. 12:45 p.m. RECESS

~~~~~ EVENING SESSION ~~~~~

15. 7:00 p.m. Work Session - Planning Commission and the County Commission will discuss the Planning Commission's Redlined Version of the Draft 2014 Comprehensive Plan entitled Envision Jefferson 2035m recommended to the County Commission
**The public is welcome and encouraged to attend this work session. No public comments will be accepted during this session.*

16. ADJOURN

DEPARTMENTS, BOARDS, COMMISSIONS AND AGENCY WRITTEN REPORTS

- Jefferson County Historic Landmarks Commission Quarterly Report
- Jefferson County Engineering Department Quarterly Report

CORRESPONDENCE/INFORMATION

Notice of Office Closure on Tuesday, November 4, 2014 for the 2014 General Election.

Notice of Office Closure on Tuesday, November 11, 2014 in observance of Veteran's Day.

Notice of intent to appoint to the Jefferson County Building Commission.

Invitation to the Eastern Panhandle Juvenile Drug Court Graduation Ceremony.

Invitation to the Veterans Memorial Pavilion Dedication Ceremony at Sam Michael's Park.

Notice of Public Hearing on the Redlined Version of the Draft 2014 Comprehensive Plan, entitled Envision Jefferson 2035.

Jefferson County Public District regular meeting minutes from September 2, 2014.

Notice from the WV Offices of the Insurance Commissioner regarding flood insurance though the National Flood Insurance Program.

WV Lottery Weekly Settlement for Charles Town - weekend ending October 18, 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.