

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, DECEMBER 18, 2014
10:30 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

- December 2, 2014 - Special Session
- December 4, 2014 - Regular Meeting

APPROVAL OF ACCOUNTS PAYABLE

- December 11, 2014
- December 18, 2014

PAYROLL APPROVAL

- December 4, 2014

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

1. 10:30 a.m. Recognition of Service to Jefferson County Commission
- Lyn Widmyer, Commissioner
2. 10:45 a.m. Angie Banks, Assessor
- Exonerations - Discussion/Action
3. 11:00 a.m. Roger Goodwin, Chief County Engineer
- Letter of Credits securing construction bonds - Discussion/Action
- Thorn Hill Subdivision (JCPC File No. 02-17) - Request for time extension on
Rolling of Bonding Agreement expiration - Discussion/Action

4. 11:30 a.m. Barbara Miller, Jefferson County Homeland Security and Emergency Management
- Reappointment to the JCHEM Steering Committee - Discussion/Action
5. 11:45 a.m. Stephanie Grove, Assistant Prosecuting Attorney
- Jefferson County Emergency Services mortgage kickback clause - Discussion/Action
6. 12:15 p.m. **Break for Lunch**

NEW BUSINESS

7. Ratify the decision made on December 4, 2014 regarding an offer of donated property from Wells Fargo and to transfer the property at 756 Wiltshire Road to the Habitat for Humanity since the Jefferson County Commission is not interested in the property - Discussion/Action
8. Set date and time for a Public Hearing to approve a Resolution renewing its participation in the Eastern Panhandle HOME Consortium - Discussion/Action
9. Approval of the 2015 Board of Review and Equalization Notice - Discussion/Action
10. Comprehensive Plan Review Update - Discussion/Action
11. Legislative Updates

COUNTY ADMINISTRATOR REPORTS

- Horse Summit - January 8, 2015
- Worker's Compensation Policy - Discussion/Action
- Holiday Schedule - Discussion/Action

COUNTY COMMISSION REPORTS

~~~~~ AFTERNOON SESSION ~~~~~

12. 1:30 p.m. Paul Rosa
- Improving cell coverage in downtown Charles Town - Resolution encouraging AT&T Wireless to improve its coverage - Discussion/Action

13. 1:45 p.m. Tim Stanton, Finance Director
- Review of Cash
 - Review of Budget to Actual as of November 30, 2014
 - Approve Budget Revision - Discussion/Action
 - Review of FY16 and FY17 Levy Rate Projection and Discussion
 - Review of FY16 and FY17 Projected Budget and Discussion
 - Discussion and Determination of FY16 Budget Instructions from Commission to Department - Discussion/Action

14. **ADJOURN**

DEPARTMENTS, BOARDS, COMMISSIONS AND AGENCY WRITTEN REPORTS

- GIS/Addressing Office Quarterly Update Report - 2014 4th Quarter

CORRESPONDENCE/INFORMATION

Notice of Jefferson County Office Closure for the Christmas and New Year holidays.

Notice of Cancellation of the January 1, 2015 Regular Meeting due to the New Year holiday.

Impact Fee Status Report for November 2014.

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

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

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

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

Jefferson County Public Service District Minutes - November 3, 2014 Regular Board Meeting.

WV Lottery Weekly Settlement for Charles Town - week ending December 5, 2014.

WV Lottery Weekly Settlement for Charles Town - week ending December 12, 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.