

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, FEBRUARY 19, 2015
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

- February 3, 2015 Board of Review and Equalization
- February 4, 2015 Special Session - County Administrator Applicant Interview
- February 5, 2015 Regular Meeting and Board of Review and Equalization
- February 6, 2015 Special Session - County Administrator Applicant Interviews
- February 10, 2015 Board of Review and Equalization
- February 12, 2015 Board of Review and Equalization

APPROVAL OF PURCHASE ORDERS

- February 19, 2015

APPROVAL OF ACCOUNTS PAYABLE

- February 12, 2015
- February 19, 2015

PAYROLL APPROVAL

- Special Payroll February 4, 2015
- Special Payroll February 6, 2015
- Regular Payroll February 12, 2015

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

1. 9:45 a.m. Angle Banks, Assessor
- Split Ticket - Discussion/Action

2. 10:00 a.m. Ralph Lorenzetti, Prosecuting Attorney
 - Request approval of new hire - Discussion/Action
 - Request re-use of space in Magistrate Building - Discussion/Action
3. 10:15 a.m. Bill Polk, Maintenance Director
 - Relocation of the oil tank in the back parking lot behind the Mason Building
 - Discussion/Action
 - Test Hole Drilling Agreement - Jefferson County Commission and the West Virginia Department of Highways - Discussion/Action
4. 10:30 a.m. Debra Young, Jefferson County Victim Assistance Program
 - Approval of VOCA Grant Application - Discussion/Action
5. 10:45 a.m. **BREAK**
6. 11:00 a.m. Roger Goodwin, Chief County Engineer
 - Impact Fees Recalculation Project - Presentation of Final Reports - Discussion/Action
7. 11:30 a.m. Jennifer Brockman, Planning and Zoning
 - Requesting a total refund of the zoning variance fee for Judy Golden as Staff found zoning variance unnecessary after the fee was deposited - Discussion/Action
 - Recommendation from the Planning Commission to the County Commission on the landowner-initiated petition to amend the County Zoning Map for a 404.69 +/- acre property owned by Standard Land Company, LLC, designated as Tax District: harpers Ferry (04), Map 11, Parcel 24.1, located on the west side of Millville Road (Route 27), 1/2 mile south of the intersection with Route 340 in Harpers Ferry for the purpose of setting a public hearing to be held by the County Commission - Discussion/Action
8. 11:45 p.m. Barbara Miller, Jefferson County Homeland Security and Emergency Management
 - Approval to post the position of Deputy Director/Planner/Program manager at \$40,996.80 - Discussion/Action
 - Approval of a pass through grant proposed for Jefferson County Schools for \$45,400 - Discussion/Action

9. 12:30 p.m. **Break for Lunch**

UNFINISHED BUSINESS

10. Interview and appointments to the Community Criminal Justice Board (Day Report Center) - one unexpired term ending July 3, 2017 - Discussion/Action

NEW BUSINESS

11. Discuss County Administrator Position - Decision - Possible Executive Session - Discussion/Action
12. Explore options for privatizing ambulance service - Discussion/Action (EB)
13. Discussion on the possibility of holding a public hearing on allowing the All Good Music Festival to obtain an alcohol permit - Discussion/Action (DM)
14. Discussion of County Commission's use of Robert's Rules for small boards - Discussion/Action (JT)
15. Request for Ambulance Fee Exoneration - Eli Sizemore, Jr. - Discussion/Action
16. Legislative Updates

COUNTY ADMINISTRATOR REPORTS

- Executive Session - Personnel Matter/Potential Litigation - Discussion/Action

COUNTY COMMISSION REPORTS

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

17. 1:30 p.m. Public Hearing
Proposed Zoning Map Amendment for a 0.98 acre property owned by David N. Slusher, designated as Tax District: Kabletown (06), Map 11, Parcel 3.2, located on the southwest corner of the Route 340/Straithmore Farm Lane/Wheatland Road intersection - Planning & Zoning File #Z14-02
18. 1:45 p.m. Tim Stanton, Finance Director
- Budget Review
19. 2:15 p.m. Cheryl Keyrouze - Eastern Panhandle Transit Authority
- FY16 Budget Request
20. 2:30 p.m. Ronda Eddy, Jefferson Day Report Center
- Approval of Community Correction Grant - Discussion/Action
21. **ADJOURN**

CORRESPONDENCE/INFORMATION

Email from Lucile Allen, resident, regarding local library funding.

January 2015 Impact Fee Status Report.

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

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

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

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

Minutes from the Jefferson County Public Service District January 5, 2015 Regular Meeting.

Memorandum from the WV Development Office, Community Development Division re: Fiscal Year 2015 CDBG-Small Cities Block Grant Application and Guidelines.

WV State Tax Department Listing of Administrative Notices.

WVDEP Press Release re: Changes Related to Reporting Water Use.

WV Lottery Weekly Settlement for Charles Town - week ending January 31, 2015.

WV Lottery Weekly Settlement for Charles Town - week ending February 7, 2015.

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.