

REVISED
AGENDA
JEFFERSON COUNTY COMMISSION
TUESDAY MARCH 10, 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

Revised 3/6/15 3:25 p.m.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

- February 11, 2015 Budget Presentations
- February 12, 2015 Budget Presentations
- February 13, 2015 Budget Presentations
- February 17, 2015 Budget Presentations
- February 17, 2015 Board of Review and Equalization
- February 19, 2015 Regular Meeting
- February 20, 2015 Board of Review and Equalization

APPROVAL OF ACCOUNTS PAYABLE

- February 26, 2015
- March 5, 2015

PAYROLL APPROVAL

- February 26, 2015

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

1. 9:45 a.m. Bill Polk, Maintenance Director
 - Approval of Employment - Auto Mechanic - Discussion/Action
 - Approval of Bid Recommendation - Jefferson County Courthouse Roof and Clock Tower Renovation - Discussion/Action
2. 10:00 a.m. Pete Dougherty, Sheriff

- Approval of Special Deputy - Discussion/Action

3. 10:15 a.m. Angie Banks, Assessor
- Exoneration - Discussion/Action
4. 10:20 a.m. Ralph Lorenzetti, Prosecuting Attorney
- Request for temporary Legal Assistant - Discussion/Action
5. 10:35 a.m. Steve Groh, Assistant Prosecuting Attorney
- Legal update from Legal Counsel regarding pending litigation styled; Board of Education of Jefferson County v. County Commission of Jefferson County Civil Action 15-C-40 (possible Executive Session to maintain attorney-client privilege) - Discussion/Action
6. 10:50 a.m. **BREAK**
7. 11:00 a.m. Lynn Fields, Probate Office
- Petition to Remove Ricky Crum as Executor and to Appoint Sheriff of Jefferson County or Bank of Charles Town as Administrator in the Estate of Gardner Dillow - Discussion/Action
8. 11:15 a.m. Joann Christian, Jefferson County Day Report Center
- Approval of Resolution - Community Corrections Grant - Discussion/Action
9. 11:30 a.m. Roger Goodwin, Chief County Engineer
- Feagan's Mill - Floodplain Ordinance Variance request by Danny Lutz, Owner - Discussion/Action
- Presentation of FY 2016 Capital Improvement Plan for the Office of Impact Fees - Discussion/Action

10. 12:00 p.m. Jennifer Brockman, Director of Planning and Zoning
- Recommendation from the Planning Commission to the County Commission to amend Section 20.104, "Exceptions", of the Jefferson County Subdivision and Land Development Regulations, subsection "C", to "exempt" public utilities and private utility firms processing easements from these Regulations for the purpose of setting a public hearing to be held by the County Commission (STA15-02) - Discussion/Action
 - Recommendation from the Planning Commission to the County Commission to amend Section 24.200, "Waivers", of the Jefferson County Subdivision and Land Development Regulations to change the last sentence of the introductory paragraph stating "No process or procedural waivers shall be granted" to "Process and procedural waivers shall be reviewed and found consistent with the above criteria prior to approval" for the purpose of setting a public hearing to be held by the County Commission (STA15-03) - Discussion/Action
 - Recommendation from the Planning Commission to the County Commission to amend the definition of "days" from business days to calendar days in Section 26.200 of the Jefferson County Subdivision and Land Development Regulations for the purpose of setting a public hearing to be held by the County Commission (STA15-01) - Discussion/Action

NEW BUSINESS

11. Provide Jefferson Arts Council with a letter of support for a grant application to the WV Commission on Arts - Discussion/Action (JT)
12. Amend new impact fees for residential housing to 70% of the fees in the 2015 Recalculation Study using housing unit types from the 2015 Recalculation Study - Discussion/Action (JT)
13. Amend Emergency Services Agency Reorganization Ordinance to remove Ambulance Revenue Sharing - Discussion/Action (JT)
14. Jefferson County Emergency Services Agency - 24 hour shifts - Discussion/Action (JT)
15. Approval of Horsemen's support Resolution - Discussion/Action (DM)
16. Discuss eliminating school impact fees and revisiting vehicle impact fees - Discussion/Action (PN)
17. Decision on the landowner-initiated petition to amend the County Zoning Map 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 - Discussion/Action

18. Approval to use Jefferson County Commission meeting room on Saturday, April 18, 2015 at 1:00 p.m. for a Youth Meeting with Civil Rights leader Ruby Sales - Discussion/Action

19. Set date and time for public hearing on Impact Fees

20. Legislative updates

COUNTY ADMINISTRATOR REPORTS

- Reclassify Job Position - Discussion/Action
- Space Needs Discussion - Possible Executive Session - Discussion/Action

COUNTY COMMISSION REPORTS

21. 12:45 p.m. **BREAK FOR LUNCH**

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

22. 1:45 p.m. Tim Stanton, Finance Director
- Budget Documents presented February 19, 2015
- Internal Budget Revision #7 - Discussion/Action
- Review of proposed FY16 budget adjustments - Discussion/Action

23. **ADJOURN**

CORRESPONDENCE/INFORMATION

Jefferson County Commission Notice of Public Hearing on the FY16 Budget.

Jefferson County Commission Notice of Public Hearing on the Rezoning Request for property owned by Standard Land Company, LLC.

Notice of Intent to Appoint to the Historic Landmarks Committee.

Notice of Intent to Appoint to the Property Safety Enforcement Agency.

Notice of Intent to Appoint to the Planning Commission.

Flyer for the Good Shepherd Caregivers 15th Annual Potter's Bowl.

Flyer for the JCCOA Pancake Breakfast.

WVACO County Legislative Line for Friday, February 6th.

WVACO County Legislative Line for Friday, February 13th.

WVACO County Legislative Line for Wednesday, February 25th.

Letter from the National Park Service regarding the development of a White-tailed Deer Management Plan and Environmental Assessment for Chesapeake and Ohio Canal and Harpers Ferry National Historical Parks.

Letter from the National Park Service regarding the Harpers Ferry National Historical Park amendment to the National Register of Historic Places.

WV Lottery Weekly Settlement for Charles Town - week ending February 14, 2015.

WV Lottery Weekly Settlement for Charles Town - week ending February 21, 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.