

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, MARCH 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

- March 6, 2015 Special Session
- March 10, 2015 Regular Meeting

APPROVAL OF PURCHASE ORDERS

- March 19, 2015

APPROVAL OF ACCOUNTS PAYABLE

- March 12, 2015
- March 19, 2015

PAYROLL APPROVAL

- March 12, 2015

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

1. 9:45 a.m. Bridget Cohee, Esq., Steptoe & Johnson, PLLC
- Legal update concerning pending litigation in Kilmer v. Jefferson County Commission, Civil Action No. 3:13-CV-95 and Thomas, et al. v. Jefferson County Commission, Civil Action No. 3:13-CV-156 - Possible Executive Session - Discussion/Action

2. 10:00 a.m. Jesse Jones, Chief of Staff, Jefferson County Sheriff's Dept.
- Approval and signature of the FY16 Courthouse Security Grant and associated documents - Discussion/Action
3. 10:10 a.m. Interviews and appointment to the Property Safety Enforcement Agency - one 2-year term ending February 8, 2017 - Discussion/Action
4. 10:20 a.m. Interviews and appointments to the Jefferson County Historic Landmarks Commission - Two 3-year terms ending March 6, 2018 - Discussion/Action
5. 10:30 a.m. Bill Polk, Maintenance Director
- Approval of Employment - Auto Mechanic - Discussion/Action
6. 10:45 a.m. **BREAK**
7. 11:00 a.m. Tim Stanton, Finance Director
- Review of Budget to Actual as of February 28, 2015
- Approval of FY2016 Budget
- Review and approval of Internal Budget Transfers for FY15 - Discussion/Action
8. 12:15 p.m. **Break for Lunch**

UNFINISHED BUSINESS

9. Amend Emergency Services Agency Reorganization Ordinance to remove Ambulance Revenue Sharing - Discussion/Action (JT)
10. 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)
11. Discuss eliminating school impact fees and revisiting vehicle impact fees - Discussion/Action (PN)

NEW BUSINESS

12. Rescind reduction of Impact Fees adopted February 19, 2015, and postpone consideration of impact fee funding levels until the public hearing process has been concluded - Discussion/Action
13. Approval of Grant application and Resolution - Blue Ridge Mountain VFD - \$3,000 - Discussion/Action

14. Approval to use the Jefferson County Commission meeting room the third Wednesday of each month from 5:30 - 8:00 pm for the purpose of holding Parent Education courses - Discussion/Action
15. Legislative Updates

COUNTY ADMINISTRATOR REPORTS

COUNTY COMMISSION REPORTS

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

16. 1:30 p.m. Lynn Fields, Probate Office
 - Approve and close estates that did not meet the requirements for closure at January's quarterly review, but that need to be closed for time sensitive reasons - Discussion/Action

 - Public Hearing
 - Petition to Remove Ricky Crum as the Executor of the Estate of Gardner Dillow and to Appoint Sheriff of Jefferson County or Bank of Charles Town as Administrator in the above Estate - Discussion/Action

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

17. 7:00 p.m. Public Hearing
 - 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 (Planning and Zoning File #Z14-03)

18. ADJOURN

DEPARTMENTS, BOARDS, COMMISSIONS AND AGENCY WRITTEN REPORTS

- GIS/Addressing Office Quarterly Update Report - 2015, 1st Quarter

CORRESPONDENCE/INFORMATION

Notice of Intent to Appoint to the Jefferson County Planning Commission.

Impact Fee Status Report for February 2015.

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

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

Jefferson County Public Service District Regular Board Meeting Minutes from February 2, 2015.

Letter from Rose Ann Glover, resident, regarding her concerns about the All Good Festival.

Letter from the Virginia Department of Transportation to Tim Walther, promoter of the All Good Festival, regarding transportation and traffic plans for the All Good Festival and Camp Out.

Memorandum from the State of West Virginia Office of the Governor regarding the NDRC Phase 1 Application.

Memorandum from the Eastern Panhandle Conservation District regarding an inspection for the Evitts Run Channel.

Letter and study from Don Orser, resident, regarding the county impact fees.

E-mail from Melissa Payne, resident, regarding the potential reduction of impact fees.

County Legislative Line from March 1, 2015.

County Legislative Line from March 6, 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.

County Legislative Line from March 9, 2015.

County Legislative Line from March 11, 2015.

WV Lottery Weekly Settlement for Charles Town - week ending February 28, 2015.

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

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