

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, APRIL 30, 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

- April 16, 2015 Regular Meeting
- April 21, 2015 Special Session - Lay the Levy

APPROVAL OF ACCOUNTS PAYABLE

- April 23, 2015
- April 30, 2015

APPROVAL OF MANUAL CHECKS

- April 23, 2015
- April 30, 2015

PAYROLL APPROVAL

- April 23, 2015

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

1. 9:45 a.m. Jennifer Myers, Jefferson County Parks and Recreation Commission
- Request for monetary match to construct walking trail at James Hite park
as part of Phase I Development - Discussion/Action

2. 10:00 a.m. Interviews and appointment to the Jefferson County Development Authority Board of Directors - One unexpired term ending April 5, 2017 - Discussion/Action
3. 10:15 a.m. Christopher P. Stroeck, Esquire
- Requesting a Letter of Endorsement for the WVABCA Permit for the All Good Festival - Discussion/Action
4. 10:30 a.m. Roger Goodwin, Chief County Engineer
- Authorize the Engineering staff to take the necessary action to hire a part time/full time building inspector - Possible Executive Session may be necessary to discuss the specifics of this issue since this is a personnel matter - Discussion/Action
5. 10:45 a.m. **BREAK**
6. 11:00 a.m. Lynn Fields, Probate Office
- Schedule a date and time for a hearing for the Petition to Resign and for Appointment of Alternate Administrator in the Estate of Victoria Stambaugh- Discussion/Action
7. 11:15 a.m. John Reisenweber, Jefferson County Development Authority
- Permission to fill Program Manager position vacancy - Discussion/Action
8. 11:30 a.m. Tim Stanton, Finance Director
- Review of Highmark Medical Insurance Renewal Options and Selection of Plan for FY16 - Discussion/Action
- Review of Delta Dental Renewal for FY16 - Discussion/Action
- Review of Vision Insurance Renewal Options and Selection of Plan for FY16 - Discussion/Action
- Review of Cash
- Review of Budget to Actual as of March 31, 2015
- Approval of Budget Revision - Discussion/Action

NEW BUSINESS

9. Draft Mass Gathering Ordinance - Discussion/Action (JT)
10. Appointment to the Partnership for Affordable Housing Board of Directors as a County Commission representative - Discussion/Action

COUNTY ADMINISTRATOR REPORTS

- Update on the implementation of \$500.00 pay raise for next fiscal year - Discussion/Action
- Review of Job Description of Finance Director - Discussion/Action
- Review of Job Description of Deputy County Administrator - Discussion/Action
- Discuss the Road Summit and Legislative Summit - Save the Date - Discussion/Action
- Space Needs - Discussion/Action

COUNTY COMMISSION REPORTS

11. ADJOURN

CORRESPONDENCE/INFORMATION

Notice of Dedication of Exhibit at Veterans' Memorial at the Harpers Ferry Middle School.

WV Lottery Weekly Settlement for Charles Town - week ending April 11, 2015.

WV Lottery Weekly Settlement for Charles Town - week ending April 18, 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.