

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, July 16 , 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

- July 2, 2015 Regular Meeting

APPROVAL OF ACCOUNTS PAYABLE

- July 9, 2015
- July 16, 2015

APPROVAL OF MANUAL CHECKS

- July 9, 2015
- July 16, 2015

PAYROLL APPROVAL

- July 2, 2015

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

1. 10:00 a.m. Angie Banks, Assessor
- Exonerations - Discussion/Action

2. 10:10 a.m. Ed Hannon, Deputy Director, Jefferson County Emergency Services Agency
 - Introduction of Denise Pouget, newly hired Director of the Jefferson County Emergency Services Agency
 - ESA Report on All Good Festival
3. 10:30 a.m. Nikki Painter, Voter and Elections
 - Discussion on the possibility of upgrading our current election equipment and the costs associated with the upgrade - Discussion/Action
4. 10:45 a.m. Interviews and Appointment to the Regional Airport Authority for the One 3-year term ending July 2, 2016 - Discussion/Action
5. 11:00 a.m. **BREAK**
6. 11:15 a.m. Roger Goodwin, Chief County Engineer
 - Property Safety Enforcement Agency Case 12-002 (Williams) - Acceptance of contractor's bid to proceed with the work necessary to remediate the property - Discussion/Action
7. 11:30 a.m. Lynn Fields, Probate Office
 - Schedule a hearing on the Petition to Remove Co-Executor Mark E. Hicks from the estate of Joann V. Hicks, deceased - Discussion/Action
 - July Quarterly Review - Discussion/Action
8. 11:45 p.m. Tim Stanton, Finance Director
 - Review of Budget to Actual Variances as of June 30, 2015 - Discussion/Action
 - Review Policy Number 308 Fund Balance Policy - Discussion/Action
 - Approve Budget Revision Number 1 of General Fund for FY16 - Discussion/Action
 - Approve Budget Revision Number 1 of Coal Severance Fund for FY16 - Discussion/Action
 - Review GASB 45, actuarial study, and clarification on County's Post-Retirement Health Benefits - Discussion/Action

UNFINISHED BUSINESS

9. Request that all Jefferson County component units be placed on an equitable basis when receiving wage and benefits from the County Budget - Discussion/Action (DM)

NEW BUSINESS

10. Set date and time for meeting for the consolidation of sewer services in Jefferson County - Discussion/Action (DM)
11. Approval of Resolution and Contract - Community Participation Grant Program for the Blue Ridge Mountain Volunteer Fire Company in the amount of \$3,000 - Discussion/Action
12. Approval of Resolution and Contract - Community Participation Grant Program for the Citizens Fire Company in the amount of \$5,000 - Discussion/Action

COUNTY ADMINISTRATOR REPORTS

- Revised Absence Time With Pay Policy - Discussion/Action
- Revise leave accrual rates for employees - Discussion/Action
- Ratification of vote made on July 2, 2015 to advertise for the position of Finance Director - Discussion/Action

COUNTY COMMISSION REPORTS

13. ADJOURN

DEPARTMENTS, BOARDS, COMMISSIONS AND AGENCY WRITTEN REPORTS

- ▶ Jefferson County Homeland Security and Emergency Management Quarterly Report
- ▶ Jefferson County Historic Landmarks Commission Quarterly Report

CORRESPONDENCE/INFORMATION

Letter from WV Governor Earl Ray Tomblin re: Community Corrections Grant award for Jefferson County.

Impact Fee Status Report for June 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 Schools 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 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 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.

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 Schools Impact Fee Account.

Minutes from the July 1, 2015 Jefferson County Public Service District Board Special Meeting.

Minutes from the June 1, 2015 Jefferson County Public Service District Board Regular Meeting.

WVACO Joint Interim Select Committee on Tax Reform - A County Government Perspective of Personal Property Taxation.

WV Lottery weekly settlement for Charles Town, week ending June 20, 2015.

WV Lottery weekly settlement for Charles Town - week ending June 27, 2015.

WV Lottery weekly settlement for Charles Town - week ending July 4, 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.