

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, JULY 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

- July 16, 2015 Regular Meeting

APPROVAL OF ACCOUNTS PAYABLE

- July 23, 2015
- July 30, 2015

APPROVAL OF MANUAL CHECKS

- July 23, 2015
- July 30, 2015

PAYROLL APPROVAL

- July 16, 2015

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

1. 9:45 a.m. Angie Banks, Assessor
- Exonerations - Discussion/Action

2. 10:00 a.m. John Reisenweber, Director - Jefferson County Development Authority
- Introduction of new Program Manager and Business Coach
3. 10:15 a.m. Bill Polk, Maintenance Director
- Postage Machine - Replacing Outdated Postage Machine - Discussion/Action
- Discuss Cleaning Contract and hiring of in-house cleaning staff - Discussion/Action
- Courthouse Roof Renovation - Change Order due to Deteriorated Wood Sheathing - Discussion/Action
- Update on discussion with Historic Landmarks Commission and Sheriff on the Old School House at Poor House Farm - Discussion/Action
4. 10:45 a.m. **BREAK**
5. 11:00 a.m. Martin Burke, Jefferson County Historic Landmarks Commission
- Request for 50% matching funds for Historic Preservation Development Grant from WV Archives and History Commission to replace roof on Snow Hill/Poor Farm Kearneysville, WV
6. 11:15 a.m. Ronda Eddy, Jefferson County Day Report Center
- Request County Commission appoint Berkeley County Council Nominee to the Jefferson County Criminal Justice Board - Discussion/Action
- Overview of the Jefferson Day Report Program
- Community Corrections Grant Funding
- DHHR JRI Funding
- Approval of Resolution and Contract - Community Corrections Grant (16-CC-07) - \$150,000 - Discussion/Action
7. 11:30 a.m. Bridget Cohee, Esquire
- Executive Session §6-9A-3 - Discussion on Litigation - 3:13-cv-95 and 3:13-cv-156 - K-9 Cases
8. 11:45 a.m. Jennifer Myers, Jefferson County Parks and Recreation
- Request to over-spend in the park improvement category from the JCPRC impact fee account to complete construction at James Hite Park - Discussion/Action
9. 12:00 p.m. Roger Goodwin, Chief County Engineer
- Approval to reallocate budgeted compensation for three positions in the Engineering Department - Discussion/Action

10. 12:15 p.m. Jennifer Brockman, Department of Planning and Zoning
 - Recommendation from Planning Commission regarding proposed text amendment to Appendix C, Principal Permitted Uses Table of the Jefferson County Zoning and Land Development Ordinance, regarding Cultural Facilities (ZTA 15-01) - Discussion/Action
 - Bolivar Urban Growth Boundary recommendation from Planning Commission - Possible Executive Session §6-9A-3 - Discussion/Action

UNFINISHED BUSINESS

11. Review GASB 45, actuarial study, and clarification on County's Post-Retirement Health Benefits - Discussion/Action

NEW BUSINESS

12. Approval/Signature of Resolution conveying Deed from West Virginia Department of Transportation, Division of Highways to the Jefferson County Commission for the Jefferson County Convention and Visitor Bureau - Discussion/Action
13. Request to use County Commission meeting room on Saturday, September 12, 2015 from 9:00 a.m. - 12:00 p.m. to hold a "Running for Office" workshop - Discussion/Action
14. Request to schedule an agenda appointment with WV State Police Captain Widmyer to discuss the All Good Festival during the August 6, 2015 County Commission meeting - Discussion/Action (DM)

COUNTY ADMINISTRATOR REPORTS

- Discuss County Commission meeting the week of August 15, 2015 - Discussion/Action

COUNTY COMMISSION REPORTS

14. **ADJOURN**

CORRESPONDENCE/INFORMATION

Notice of Intent to Appoint to the Jefferson County Property Safety Ordinance Enforcement Agency.

Notice of Public Hearing - August 11, 2015.

Jefferson County Historic Landmarks Commission Addition of Beeler's Mill Water Wheel.

Letter from the US Department of the Interior National Park Service re: Finding of No Significant Impact for the Shepherdstown Battlefield Special Resource Study, Boundary Study, and Environmental Assessment.

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

WV Lottery Weekly Settlement for Charles Town - week ending July 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.