

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, OCTOBER 1, 2015
9:30 A.M.

County Commission Meeting Room
located in the basement of the Old Charles Town Library
200 E. Washington Street, Charles Town, WV

CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

- September 17, 2015 Regular Meeting

APPROVAL OF ACCOUNTS PAYABLE

- September 24, 2015
- October 1, 2015

APPROVAL OF MANUAL CHECKS

- September 24, 2015
- October 1, 2015

PAYROLL APPROVAL

- September 24, 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. Jennifer Maghan, County Clerk
- Approval of Employment - Elaina Maze, County Clerk's Office - Discussion/Action
3. 10:15 a.m. Nikki Painter, County Clerk - Elections
- Notice of Precinct Change for the December 12, 2015 Special Election - Discussion/Action
4. 10:30 a.m. Randy Funkhouser, President and Maria Catignani, Executive Director of the Charles Town HBPA
- Update on HBPA Economic Impact Petition - Discussion/Action
5. 10:45 a.m. **BREAK**
6. 11:00 a.m. Martin Burke, Jefferson County Historic Landmarks Commission
- Request for exemption from 2015 taxes on 1.80 acres of property in the amount of \$1,140.66. Property located within the proposed Antietam Battlefield boundary expansion to include the Shepherdstown Battlefield - Discussion/Action
7. 11:15 a.m. Annette Gavin, Jefferson County Convention and Visitor's Bureau
- Approval of Harpers Ferry Bookshop sales on CVB/JCC land in the event of a government shut down - Discussion/Action
- Approval to allow Jefferson County Maintenance Department to assist in the renovation and expansion of the Jefferson County Convention and Visitor's Bureau - Discussion/Action
8. 12:00 p.m. **Break for Lunch**

NEW BUSINESS

9. Approval of the Renewal Agreement of the 2015 County Video Program - CGI Communications, Inc. - Discussion/Action
10. Coalition for Safe and Affordable Food - Request to Endorse Statement of Support for National Food Labeling Standards - Discussion/Action
11. Personnel Issue: Chairman of the Board of Health - Possible Executive Session - Discussion/Action

COUNTY ADMINISTRATOR REPORTS

- Introduction and approval of employment - Michelle Pombo, Director of Financial Management - Discussion/Action
- Approval of the FY15 Financial Statements - Discussion/Action
- Set topics for the Annual Legislative Summit to be held on November 5, 2015 - Discussion/Action
- Update in Case No. 13-C-432 and request for the Director of Maintenance to determine whether 4'x6' flags can be displayed outside of the County Commission meeting room - Possible Executive Session - Discussion/Action

COUNTY COMMISSION REPORTS

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

12. 1:30 p.m. Public Hearing - Receive public input on the proposed text amendment to the Zoning and Land Development Ordinance related to Cultural Facilities, File #ZTA 15-01. The amendment includes changing "Appendix C, Principal Permitted Uses Table", to change Cultural Facilities from Not Permitted (NP) to Permitted (P) within the Residential Growth District
13. ADJOURN

DEPARTMENTS, BOARDS, COMMISSIONS AND AGENCY WRITTEN REPORTS

- ▶ Jefferson County GIS/Addressing Department Quarterly Update Report - 2015, 3rd Quarter

CORRESPONDENCE/INFORMATION

Press Release - Jefferson County Legislative Summit.

Notice of Public Hearing - Jefferson County Dog Tethering and Confinement Ordinance.

Letter from the Jefferson County Historic Landmarks Commission regarding the addition of Feagans' Mill to its list of Jefferson County Historic Landmarks.

Jefferson County Public Service District Regular Board Meeting Minutes from August 3, 2015.

Letter from the Public Service Commission of West Virginia regarding the Disbursement of Wireless E-911 Subscriber Fees.

Letter from Don Orser, resident, regarding the consolidation of sets of contiguous parcels.

E-mail from Martin Herbet, resident, regarding the Carter re-zoning decision.

Letter from Maral Strathearn, resident, regarding the expansion of camp grounds into "rural" areas of the county.

West Virginia Lottery weekly settlement for Charles Town - week ending September 5, 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.