

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, NOVEMBER 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

- October 29, 2015 Regular Meeting
- November 5, 2015 Special Session - Legislative Summit

APPROVAL OF ACCOUNTS PAYABLE

- November 12, 2015
- November 19, 2015

APPROVAL OF MANUAL CHECKS

- November 12, 2015
- November 19, 2015

PAYROLL APPROVAL

- November 5, 2015

ANNOUNCEMENTS

- Report if there are changes in the agenda if applicable

PUBLIC COMMENT

PRESENTATIONS

1. 9:45 a.m. Pete Dougherty, Sheriff
 - Approval - Deputy Hire - Discussion/Action
 - Approval of Bailiffs/Trip Guards - Discussion/Action
2. 10:00 a.m. Nancy Strine, Community Development Administrator
 - Approval of the three year Eastern Panhandle HOME Consortium Agreement and Resolution - Discussion/Action

3. 10:15 a.m. Danny Lutz, FFA of Washington and Jefferson High Schools
- Request endorsement of FFA extracurricular programs which support education - Discussion/Action
4. 10:30 a.m. Todd Fagan, Jefferson County GIS/Addressing
- Collaborative purchase of Spring 2016 Aerial Photography - Discussion/Action
5. 10:45 a.m. **BREAK**
6. 11:00 a.m. Lynn Fields, Probate Office
- Petition of Pamela Dibabo re: Estate of Joann Hicks, deceased - Discussion/Action
- Special Session to Approve and Close Estates - Discussion/Action
7. 11:15 a.m. Barbara Miller, Director of Jefferson County Homeland Security and Emergency Management
- MOU's with Jefferson County Schools - Discussion/Action
8. 11:30 a.m. Bill Polk, Maintenance Department
- Request approval to advertise and hire two Custodial Positions - Discussion/Action
- Request approval to internally promote two employees in the Maintenance Department - Discussion/Action
9. 11:45 a.m. Carol Swiger, Administrative Assistant/Ambulance Fee Collector
- Request for the late fees for the fiscal year 2014-2015 be removed for Persis Bates - Discussion/Action
10. 12:00 p.m. Roger Goodwin, Chief County Engineer
- Complete Bond Release Verizon Wireless Leetown Site - Discussion/Action
- Complete Bond Release Asbury United Methodist Church - Discussion/Action
11. 12:30 p.m. **BREAK FOR LUNCH**

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

12. 1:30 p.m. Public Hearing - Proposed redlined edits to the Jefferson County Subdivision Regulations (File #STA15-05)
13. 1:45 p.m. Nathan Cochran, Assistant Prosecuting Attorney
- Legal Update on case No. 15-C-282, 13-C-432, 15-0323/14-1792-T-C, 14-0324/14-1793-T-C - Possible Executive Session - Discussion/Action

UNFINISHED BUSINESS

14. Decision on the Resolution to support live, year-round horse racing in Jefferson County - Discussion/Action

NEW BUSINESS

15. Approval of Resolution and Contract - Victims of Crime Act (VOCA) Grant - Discussion/Action
16. Approval of the "Assessor Additional Duties" - Discussion/Action

FINANCIAL DIRECTOR REPORTS

- Review of Budget to Actual as of October 31, 2015 - Discussion/Action
- Approval of Budget Revisions - Discussion/Action

COUNTY ADMINISTRATOR REPORTS

- Date Selection for Employee Holiday Celebration

COUNTY COMMISSION REPORTS

17. **ADJOURN**

CORRESPONDENCE/INFORMATION

Notice of County Office Closure for Thanksgiving Holiday.

Notice of Intent to Appoint to the Jefferson County Public Service District.

Call for Nominees to the C&O Canal National Historic Park Commission.

Impact Fee Status Report for October 2015.

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

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

Letter from WV Mountain AIRS re: WV211.

Letter from the United States Department of the Interior, Office of the Secretary re: PILT payments for Jefferson County.

E-mail from Frances Morgan, resident, regarding the Shepherdstown Battlefield site inclusion into Antietam.

Jefferson County Public Service District Meeting Minutes from the September 8, 2015 Regular Meeting.

Jefferson County Public Service District Meeting Minutes from the October 5, 2015 Regular Meeting.

WV Lottery Weekly Settlement for Charles Town - week ending October 24, 2015.

WV Lottery Weekly Settlement for Charles Town - week ending October 31, 2015.

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