

Meeting Minutes
Jefferson County Planning Commission
Special Meeting (ZOOM Only)
November 6, 2023

The Jefferson County Planning Commission held a Special Meeting on November 6, 2023 at 6:00 pm with the following Planning Commission members present via ZOOM: Mike Shepp, President; Matt Knott, Vice President; Steve Stolipher, County Commission Liaison; Wade Louthan, Secretary; and Jack Hefestay.

Donnie Fisher and Aaron Howell were absent with notice.

J. Ware and Tim Smith were absent without notice.

Staff members present included Alexandra Beaulieu, Deputy Director and Zoning Administrator; Luke Seigfried, County Planner; and Nathan Cochran, Prosecuting Attorney.

Mr. Shepp called the meeting to order at 6:02 pm. and confirmed that a quorum was present.

There was no public comment for the following item.

- 1. Legal Advice, Discussion, and Possible Action:** Discussion and review of settlement agreement for the VB BTS, LLC v. Jefferson County, WV and the Jefferson County Planning Commission, U.S. N.D. W. Va. Case No. 3:23-CV-171 (RE: PC File #23-3-SP – Shannondale Lake Telecommunication Tower).

Mr. Cochran recommended that the Planning Commission go into executive session for legal advice related Item #1 on the agenda.

Mr. Shepp moved to go into executive session for the purpose of receiving legal advice on Item #1 at 6:03 pm. Mr. Stolipher seconded the motion, which carried unanimously.

Mr. Knott moved to go back into regular session at 6:22 pm. Mr. Stolipher seconded the motion, which carried unanimously

Mr. Cochran provided a summary of the settlement agreement and Planning Commission's action related to the terms of the settlement agreement to date. Mr. Cochran stated that the purpose of the subject meeting was to draft a document memorializing the mutual agreement between the Planning Commission and Vertical Bridge. Mr. Cochran advised that the Planning Commission vote to authorize Mr. Shepp to sign the document on their behalf.

Mr. Knott made a motion to authorize Mr. Shepp to sign the agreement on behalf of the Planning Commission. Mr. Stolipher seconded the motion, which carried unanimously.

Mr. Hefestay made a motion to adjourn at 6:26 p.m. Mr. Louthan seconded the motion, which carried unanimously.

These minutes were prepared by Alexandra Beaulieu, Deputy Director & Zoning Administrator.