

AGENDA  
JEFFERSON COUNTY COMMISSION  
FIRST QUARTERLY SESSION – JANUARY- MARCH 2025  
THURSDAY, January 2, 2025  
9:30 a.m.  
County Commission Meeting Room  
located at the Old Charles Town Library  
200 E. Washington Street, Charles Town, WV

**Zoom Broadcast (live):**

<https://us06web.zoom.us/j/84667805529?pwd=G4mBm33N8w5JeNCa16kbjIBWksG5bQ.1>

Meeting ID: 846 6780 5529

Passcode: 424995

If you are attending virtually and would like to speak during the public comment period, please use the “raise hand” icon.

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Call to Order

Prayer – Moment of silence

Pledge of Allegiance

Pledge of Allegiance to the West Virginia Flag

*I pledge allegiance to the flag of West Virginia, which serves as a constant reminder that ‘Mountaineers Are Always Free,’ which stands as a symbol of her majestic mountains, fertile forests, rich veins of coal, and the pride of her people.*

Consent Agenda

Approval of Minutes

1. December 19, 2024 Regular Meeting

Approval of Accounts Payable:

1. December 26, 2024    \$73,504.42

Approval of Manual Checks:

1. December 27, 2024 \$28,673.26

Approval of Payroll:

1. January 3, 2024 \$470,725.79

Announcements:

Report if there are changes in the agenda if applicable.

Public Comment:

To participate in public comment in person, please sign the public comment sign-in sheet located on the table in the back of the room. To participate virtually, please “raise your hand” on the Zoom control panel. Please submit comments via email to [info@jeffersoncountywv.org](mailto:info@jeffersoncountywv.org). Your name and any written comments submitted for the record will be included in the minutes.

Regular Agenda- It is expected that all items will include discussion and possible action

1. 9:40 am Jessica James, Chief Human Resource Officer  
1. Years of service awards
2. 9:45 am Election of Officers  
1. President  
2. Vice President
3. 9:50 am Commissioner appointments to boards and commissions
4. 10:10 am David Bound, Chief Financial Officer  
1. Budget charge
5. 10:20 am Tom Hansen, Sheriff and Treasurer  
1. Hire: Animal Control Kennel Technician
6. 10:25 am Leigh Koonce, Charles Town Library  
1. Designation of February 1, 2025, as “Take Your Child to the Library Day”
7. 10:30 am Steve Stolipher, Commissioner  
1. Legislative support for changes to Farmland Protection to increase protection incentives
8. 10:40 am Jack Hefestay, Commissioner

1. Consider instructing legal counsel to draft a new obscenity ordinance that complies with state code.

9. 10:50 am

Edwina Benites-LM, County Administrator

1. Congressionally Directed Spending Update
2. Legislative priorities roundtable
3. Comprehensive Plan special session date selection
4. Bylaws approval: Building Commission
5. Personnel issue: County Administrator
6. Consider matters involving or affecting the construction, planning, purchase, sale, or lease of property for County office space and/ or courthouse space.

#### CORRESPONDENCE AND INFORMATION

1. David Tabb – Public comment attachment
2. Jacquelyn Milliron – Public comment attachment