

AGENDA

(Tentative)

JEFFERSON COUNTY PROPERTY SAFETY ENFORCEMENT AGENCY MEETING

Wednesday, February 26, 2025 at 6:30 P.M.

County Commission Meeting Room – Basement of Charles Town Library

1. Call meeting to order & Roll Call/Introductions
2. Approval of minutes of the July 24, 2024, meeting.
3. Hear new complaints from general public.

Note: Upon hearing the evidence presented, action generally taken by the Board at this stage may result in either acceptance of the complaint for investigation or dismissal of the complaint on the basis that no evidence of a violation appears to exist under the Property Safety Ordinance.

4. Action on investigated complaints: NONE

Note: Upon hearing the investigation report, action generally taken by the board at this stage may result in either a finding that a violation exists and a Notice-of-Violation letter sent to the property owner; or a finding of no merit to the complaint and the case closed.

5. Progress Reports on Cases:

Cases being handled by the Board & Staff:

Case 23-001 (Duncan)

Property located at 105 Link Drive, Kearneysville, WV

Middleway Tax District, Map 6, Parcel 3; DB 964, PG 35

Sent notice of site investigation scheduled for Wednesday, April 12, 2023.

Notice of Violation sent to property owner and site inspection performed on Wed., July 19, 2023; no work appears to have been done to bring the property into compliance.

In process of gathering information required by the ordinance for the investigation report, prior to petitioning the county commission. Petition/Complaint recorded at County Clerk's office on 4/18/2024. Waiting for Petition/Complaint to be served upon the property owner. On July 11, 2024, the County Commission issued an Order to the property owner ordering them to bring the property into compliance within 30 days of being served with the Order. **The property owner was non-responsive to the County Commission's Order. The County Attorney has prepared a circuit court "Petition to Enforce Property Safety Remediation Order".**

Case 19-002 (Sexton)

Property located at corner of Jeep Trail & Mountain Top Trail, Westridge Hills Subdivision, Lot H13.

Harpers Ferry Tax District, Map 13K, Parcel 79; DB 348, Pg. 223

Sent Notice of Violation on July 25, 2019, requiring compliance by October 16, 2019.

Failed compliance inspection on October 16, 2019. **On October 23, 2019, the board moved to Petition the County Commission to order the property owner to bring the property into compliance.**

Case 19-007 (Biller)

Property located on Musrat Run, Westridge Hills Subdivision.

Harpers Ferry Tax District, Map 13G, Parcel 22; DB 999, Pg. 420

Sent Notice of Violation on August 15, 2019, to Harry Biller, owner, requiring compliance by October 16, 2019. Failed compliance inspection on October 16,

2019. **On October 23, 2019, the board moved to Petition the County Commission to order the property owner to bring the property into compliance.**

Case 19-009 (Brentmoore LLC)

Property located on Red Maple Lane

Harpers Ferry Tax District, Map 13K, Parcel 223; DB 1165, Pg. 406

Sent Notice of Violation on July 25, 2019, requiring compliance by October 16, 2019.

Failed compliance inspection on October 16, 2019. **On October 23, 2019, the board moved to Petition the County Commission to order the property owner to bring the property into compliance.**

Cases Referred to Prosecuting Attorney: Case 23-001 (Duncan)

Cases Filed in Circuit Court and in process of being served: None

Cases with Circuit Court judgment and permission to advertise for a contractor: None

6. Other business/Information:

a) Election of 2025 Officers: (tabled by board until further notice)

President	_____
Vice-President	_____
Secretary	_____

b) The next regular quarterly meeting is **Wednesday, April 23, 2025, 6:30 pm**, with field inspections conducted on Wednesday, April 16, 2025.

7. General comments by members or public.

8. Adjourn meeting.