



JEFFERSON COUNTY COMMISSION

124 East Washington Street, P.O. Box 250, Charles Town, WV 25414

Phone: (304) 728-3284 Fax: (304) 725-7916

Web: www.jeffersoncountywv.org

PRESIDENT

Pasha Majdi

COMMISSIONER

Jack Hefestay

COMMISSIONER

Cara Keys

COMMISSIONER

Mike Mood

COMMISSIONER

Steve Stolipher

AGENDA

JEFFERSON COUNTY COMMISSION

SECOND QUARTERLY SESSION – APRIL - JUNE 2025

THURSDAY, April 17, 2025

6:00 p.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/81522926239?pwd=npJrJbzKHp2V3raeVrOicjGR9cS0ca.1>

Meeting ID: 815 2292 6239

Passcode: 745197

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

I. Call to Order

II. Prayer – Moment of silence

III. Pledge of Allegiance

IV. 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.

V. Consent Agenda

1. Approval of Minutes

- a. April 3, 2025 Regular Meeting Minutes DRAFT

2. Approval of Accounts Payable:

- a. April 10, 2025 \$ 472,731.00
- b. April 17, 2025 \$ 84,051.35

3. Approval of Manual Checks:

- a. April 10, 2025 \$ 2,100,041.99
 - b. April 17, 2025 \$ 38,850.00
4. Approval of Payroll:
- a. April 11, 2025 \$ 431,631.94
5. Approval of Requisitions
- a. April 17, 2025 \$ 73,517.42

VI. Announcements

Please note:

- Draft minutes are included in the meeting packet. Draft meeting minutes are often also available separately online. See both here:
<https://www.jeffersoncountywv.org/find-it-fast/agendas-minutes-and-webcasts>
- Jefferson County Commission spending syncs with West Virginia Checkbook (<https://www.wvcheckbook.gov/>) daily. A complete list of publicly available information, and tutorials on using the site, are available online.

Report if there are changes in the agenda if applicable.

VII. 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. Your name and any written comments submitted for the record will be included in the minutes.

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

New Businesses

1. 6:10 pm Thomas Hansen, Sheriff and Treasurer (pgs. 21-22)
 - 1.1. Court Security Grant
 - 1.2. Vehicle Equipment Costs
2. 6:20 pm Matt Harvey, Prosecuting Attorney (pgs. 23-24)
 - 2.1 Approval of Hire – Legal Assistant/ Receptionist – Prosecuting Attorney’s Office
3. 6:25 pm Nikki Painter, County Clerk’s Office (pgs. 25-26)
 - 3.1 Appoint Attorney Michael A. Bush as a Fiduciary Commissioner

4. 6:30 pm Russell Burgess, Information Technology (pgs. 27-28)
 - 4.1. Purchase mobile data units
5. 6:40 pm Laura Kuhn, director of Fleet and Facilities Management (pgs. 29-33)
 - 5.1. Request to migrate to Cisco Cloud-based phone system
6. 6:50 pm Jessica James, chief human resources officer (pgs. 34-45)
 - 6.1 Approval of Promotions – Supervising Public Safety Dispatchers (2) –Department of Emergency Communications
 - 6.2 Approval of Change in Employee Status – Part-time to Full-time –Department of Emergency Communications
 - 6.3 Approval of Employee Change in Status – Full-time to Part-time –Department of Emergency Communications
 - 6.4 Approval of Employee Increase – Department of Emergency Communications
 - 6.5 Approval of Hire – Summer Planning Intern – Department of Engineering, Planning, and Zoning
 - 6.6 Approval of Hire – Building Plans Reviewer – Department of Engineering, Planning, and Zoning
 - 6.7 Approval of Hire – Program Manager – Jefferson County Development Authority
 - 6.8 Approval of Promotion – Jefferson County Emergency Services Agency
7. 7:05 pm David Bound, chief financial officer (pgs. 46-53)
 - 7.1. State Fire Protection Funding to County Fire Departments
 - 7.2. Internal budget transfer: Social Services Liaison funding
 - 7.3 External budget transfer: legal fees
8. 7:15 pm Pasha Majdi, commissioner (pg. 54)
 - 8.1. Discussion with counsel regarding planning and development funding
 - 8.2 Grant staffing
9. 7:35 pm Nathan Cochran, Prosecuting Attorney’s Office
 - 9.1 Discussion of potential lease of real property to the Jefferson County solid waste authority. Discussion/Action
 - 9.2 Jefferson County Circuit Court case number: CC-19-2025-C-93
10. 8:00 pm Edwina Benites-LM, county administrator (pgs. 55-56)
 - 10.1 Consideration of hiring an abstractor regarding the Historic Courthouse
 - 10.2 Assign staff to review request for proposals (RFP) responses for building financing
 - 10.3 Consider matters involving or affecting the construction, planning, purchase, sale, or lease of property for County office space and/ or courthouse space.

Old Business

11. Water Advisory Committee bylaws (pgs. 57-71)

CORRESPONDENCE AND INFORMATION (pgs. 72-174)

PJM Response to Jefferson County President

Public comment emails from:

Beth Rosenberg
Kimberly Davis
Barb Johnson
Michael Simms
Theresa Shirley
Stacy Chapman
Theresa Stogner
Margaret Lisky
Sharon Wilt
Barbara Smith
Kathy Jones
Michelle Peake
Molly Sutter
Susan Topping
Kendra Clark
Constance Hoffman
Mark Mayo
Nora Drish
Yvonne Fisher
John Ross
Donald Rebmann
Carol Roby
Rhonda Jackson
Sonny Discini
Mario Digiambattista
Lisa White
Shawn Hutchinson
Dolores Gregory

David Barrett
Paula Tremba
Greg Welter
Donna Printz
Joseph Ward
Aline Schelling
Alden Roth
Susan Biggs
Brian Hagberg
Diana Mullis
Nathan Clark
Sara Howle
Rebecca Nelson
Cheryl Bennett
George Rutherford
Shay McCoy
Julia Garvin
Gaila Poston
Todd Cole
Sam Makita
Susan Ford
Katharine Schultz
Bob Allen
Nancy Adams
William Baty
Ashleigh Sanders
Angela Blair
Mary Fortuna

Kathryn Bellacosa
Linda Roberts
Stephen Berzinskas
Melissa Coger
Fred Williams
Rebecca Phipps
Virginie Bauer
Deborah Johnson
Michael Chalmers
David Maxfield
Mary Ward
Carlo Olivares
Steven Welch
Anita Hill
Paula Tremba
Sue Covello
Chris Riordan
Alicia Noble

Minutes

Jefferson County Commission

Thursday, April 3, 2025

A meeting of the Jefferson County Commission was held on Thursday, April 3, 2025, during the second quarterly session at 9:30 a.m. The meeting was held via Zoom and in-person. Present were President Pasha Majdi, Vice President Mike Mood, Commissioner Steve Stolipher, Commissioner Cara Keys, and Commissioner Jack Hefestay. Also present were Edwina Benites-LM, County Administrator; Nathan Cochran, Assistant Prosecuting Attorney; Jacki Shadle, County Clerk; and Lynn Dillow, Administrative Clerk. The archived meeting of the Thursday, April 3, 2025, meeting is available on the Jefferson County Commission website.

Moment of Silence

Pledge of Allegiance

Pledge of Allegiance to the West Virginia flag

APPROVAL OF MINUTES

Commissioner Majdi motioned to approve the March 20, 2025, regular meeting minutes. The motion was approved unanimously.

APPROVAL OF ACCOUNTS PAYABLE

CHECK NUMBER	VENDOR NAME	UNCLEARED
92085	84 LUMBER	106.29
92086	ADKINS AUTOMOTIVE LLC	1,289.54
92087	AHA-ARTS & HUMANITIES ALLIANCE	962.94
92088	DEARBORN LIFE INSURANCE COMPANY	2,728.18
92089	DELL MARKETING LP	55,066.00
92090	ENTERPRISE FM TRUST	11,110.14
92091	ESRI	19,055.00
92092	EXECUTIVE EMERGENCY LIGHTING LLC	1,962.52
92093	FLOYD MUSGROVE JR	2.10
92094	FRIENDSHIP VOLUNTEER FIRE DEPARTMENT	1,800.00
92095	HIGHMARK WV	57,890.95
92096	J.D. POWER & ASSOC	1,050.00

92097	JAMES P HAYDEN	490.13
92098	JEFFERSON COUNTY HISTORIC LANDMARKS COMMISSION	1,425.87
92099	JEFFERSON CO CONVENTION AND VISITORS BUREAU	24,073.46
92100	JEFF CO PARKS & RECREATION COMMISSION	21,684.65
92101	JEFFREY POLCZYNSKI	194.00
92102	KEVIN F HILDEBRAND	10.00
92103	KONE BROOKLYN	687.95
92104	LUKE SEIGFRIED	5,250.00
92106	MCA, INC	1,996.45
92107	MCKESSON MEDICAL-SURGICAL GOVERMENT SOLUTIONS LLC	784.92
92108	MICHAEL MONAGHAN	500.84
92109	MID ATLANTIC ENTRY MD LLC	7,366.00
92110	MINNICKS TOWING & RECOVERY	250.00
92111	MR PRINT	4,381.26
92112	NATIONAL VISION ADMIN.	1,590.52
92113	POTOMAC EDISON	40,159.63
92114	ROBERTS OXYGEN COMPANY, INC	78.84
92115	TERRY PALMER	2,485.81
92116	THOMAS HANSEN	67.69
92117	THOMPSON GAS	371.35
92118	UNIFIRST	317.34
92119	VINCENT TIONG	3,718.35
92120	WV STATE TAX DEPARTMENT	9,989.61
92121	WV ASSOCIATION OF COUNTIES	250.00
92122	AT&T	67.02
92123	BUREAU OF CHILD SUPPORT	376.62
92124	CHANCE BOEHNING	370.00
92125	CITIZENS VOLUNTEER FIRE DEPARTMENT	3,400.00
92126	COMPTROLLER OF MARYLAND	1,382.80
92127	DALE GOTTSCHALK	66.00
92128	EFTPS IRS TAXES	154,306.86
92129	EMPOWER RETIREMENT	7,181.56
92130	GEARCLEAN, INC	1,593.75
92131	JEFFERSON SECURITY BANK	3,933.00
92132	LANGUAGE LINE SERVICES	147.97
92133	MARNEY TREESE	1,300.00
92134	MCA, INC	2,772.13
92135	MCKESSON MEDICAL-SURGICAL GOVERMENT SOLUTIONS LLC	624.36
92136	NATIONWIDE RETIREMENT SOLUTIONS	1,065.00
92137	PA SCDU	320.00
92138	DR. ROBERT E. JONES III	1,000.00

92139		ROBERTS OXYGEN COMPANY, INC	1,907.04
92140		SEN COMMUNICATIONS LLC	325.52
92141		STANLEY RECK	408.40
92142		STATE TAX DEPARTMENT	250.00
92143		SUMMIT COMMUNITY BANK	247.47
92144		TODD TURNER	66.00
92145		VA DEPT OF TAXATION	8,112.02
92146		WITMER PUBLIC SAFETY GROUP INC	242.00
92147		WV DEPUTY SHERIFF RETIREMENT SYSTEM	25,559.12
92148		WV EMERGENCY MEDICAL SERVICES RETIREMENT SYSTEM	71,840.12
92149		WV PUBLIC EMPLOYEE RETIREMENT SYSTEM	45,379.22
92150		WV STATE TAX DEPARTMENT	41,574.36
92151	FG/009	SHERIFF OF JEFFERSON	5,926.88
92152	BS/011	SHERIFF OF JEFFERSON	9,019.60
92153	AM/053	SHERIFF OF JEFFERSON	2,378.11
TOTAL			674,291.26

Commissioner Majdi motioned to approve the accounts payable for March 27, 2025 in the amount of \$ 674,291.26. The motion was approved unanimously.

CHECK NUMBER		VENDOR NAME	UNCLEARED
92154		AMERICAN FAMILY LIFE INSURANCE COMPANY ICU	1,896.90
92155		ANGELA L BANKS	610.94
92156		ATLANTIC EMERGENCY SOLUTIONS, INC.	4,289.04
92157		AUTOZONE	5.19
92158		AWVA-ASSOCIATION OF WV ASSESSORS	900.00
92159		BEGIN COUNSELING PLLC	639.34
92160		BEST BEST & KRIEGER LLP	2,043.00
92161		BOLAND TRANE SERVICES INC	1,341.55
92162		BOLIVAR / HARPERS FERRY PUBLIC LIBRARY	23,175.00
92163		CARRIE MCMORAN	14.40
92164		CHARLES TOWN PRESBYTERIAN CHURCH	1,200.00
92165		COLONIAL LIFE	95.68
92166		DAVID EVERETT BOOBER	1,041.20
92167		DOUGLAS H FLETCHER	1,301.20
92168		ENVELOPE SUPERSTORE	1,427.92
92169		EPTA-EASTERN PANHANDLE TRANSIT AUTHORITY	25,000.00
92170		FIDELITY POWER SYSTEMS	1,055.00
92171		FIRST CITIZENS BANK & TRUST CO	2,230.47
92172		FISHER AUTO PARTS	441.47
92173		GUTTMAN OIL CO	4,965.29
92174		HIGHMARK WV	210,457.15

92175		CORPORATE RISK HOLDING INC	96.55
92176		JACOB MORRISON	1,250.00
92177		JEFF CO PARKS & RECREATION COMMISSION	146,512.25
92178		JEFFREY MUMAW	50.00
92179		JESSICA EBERSOLE	102.00
92180		MARCIA LYNN CHANDLER	346.00
92181		MAZZITTI & SULLIVAN EAP	1,422.00
92182		MCA, INC	4,863.83
92183		MCKESSON MEDICAL-SURGICAL GOVERNMENT SOLUTIONS LLC	1,443.73
92184		MONROE SYSTEMS FOR BUSINESS	131.87
92185		NATIONAL VISION ADMIN.	579.35
92186		OLD CHARLES TOWN LIBRARY	26,175.00
92187		R.E. MICHEL CO. LLC	500.60
92188		RICE TIRES CO	1,019.12
92189		ROBERTS OXYGEN COMPANY, INC	329.98
92190		ROBIN MULLIKIN	102.00
92191		SANDRA KELLEY	793.10
92192		SHEPHERDSTOWN PUB LIBRARY	23,175.00
92193		SHEPHERDSTOWN VOLUNTEER FIRE DEPARTMENT	1,600.00
92194		SHERIFF OF GRANT COUNTY	868.32
92195		SOUTH JEFFERSON PUBLIC LIBRARY	23,175.00
92196		SPIRIT OF JEFFERSON	1,032.76
92197		THE HARTFORD	3,635.42
92198		UNIFIRST	158.67
92199		VALLEY HEALTH EMPLOYER HEALTH	100.00
92200		WITMER PUBLIC SAFETY GROUP INC	389.94
92201		WVCORP WV COUNTIES SELF INSURANCE RISK POOL	47,449.25
92202		ZACH HOLLER	102.00
TOTAL			571,534.48

Commissioner Majdi motioned to approve the accounts payable for April 3, 2025 in the amount of \$ 571,534.48. The motion was approved unanimously.

APPROVAL OF MANUAL CHECKS

March 27, 2025				
OTHER FUNDS				
Check #	Fund	Vendor		Amount
620	CS/002	MATTHEW HARVEY		13,800.07
1229	AV/056	COMMERCIAL PRESS, INC		2,815.50
1230	AV/056	PRINT-O-STAT		199.50
399	AR/207	SHERIFF OF JEFFERSON COUNTY		2,819.44

1918	CO/246	CONRAD LUTTRELL LLP		140,000.00
1919	CO/246	MARKL SUPPLY COMPANY		877.00
TOTAL				160,511.51

Commissioner Majdi motioned to approve the manual checks for March 27, 2025, in the amount of \$ 160,511.51. The motion was approved unanimously.

April 3, 2025				
OTHER FUNDS				
Check #	Fund	Vendor		Amount
621	CS/002	EASTERN PANHANDLE MENTAL HEALTH CENTER		4,600.00
622	CS/002	WVCORP WV COUNTIES SELF INSURANCE RISK POOL		5,000.00
1231	AV/056	PRINT-O-STAT		820.80
400	AR/207	COMMUNITY MARKETS INC		2,000.00
401	AR/207	JEFF CO PARKS & RECREATION COMMISSION		9,768.00
1920	CO/246	ALERT FIRE INSTALLATON		2,335.00
1016	CW/059	WV STATE AUDITOR		780.00
TOTAL				25,303.80

Commissioner Majdi motioned to approve the manual checks for April 3, 2025, in the amount of \$ 25,303.80. The motion was approved unanimously.

APPROVAL OF PAYROLL

Commissioner Majdi motioned to approve the payroll for March 28, 2025, in the amount of \$ 438,023.21. The motion was approved unanimously.

APPROVAL OF REQUISITIONS

REQUISITIONS TO BE APPROVED

April 03, 2025

DEPARTMENT	PURCHASE ORDER NO.	AMOUNT	VENDOR	DESCRIPTION
SHERIFF - LAW ENFORCEMENT	25085	\$ 8,850.00	Rescue One Training	renewal of AED contract
	25086	\$ 38,341.60	10-42 Tactical LLC	replacement of 23 ballistics vests
IT/GIS	25084	\$ 72,250.00	Big Sky Construction	Shepherdstown Tower Building Construction
EMERGENCY COMMUNICATIONS	25087	\$ 15,058.83	Motorola Solutions	Fire & Law Interface
GRAND TOTAL		\$ 134,500.43		

Commissioner Majdi motioned to approve the requisitions for April 3, 2025, in the amount of \$ 134,500.43. The motion was approved unanimously.

PUBLIC COMMENT:

Public comment was received by:

Natalie Grantham Friend

Giuliana Brogna

Linda Lewis

David Tabb

Scott Stewart

Zach Holland

Jacquelyn Milliron

Elizabeth Ricketts

Margaret Lisky

Charlotte Fremaux

Colin Stine

Rebecca Thompson

Jessie Norris

Troy Miller

Mary Gee

PRESENTATIONS

1. Lynn Dillow, Administrative Clerk Human Resources

Years of Service Awards

- Glen Kilmer, 20 years with the Jefferson County Sheriff's Department
- Douglas Pittinger, 10 years with the Jefferson County Sheriff's Dept.
- Caileigh Oliver-Miller, 5 years with Emergency Services 9-1-1
- Heather Day, 1 year of service with the Jefferson County Clerk's Office
- Michael Bradley, 1 year of service with the Engineering Department

Mission Awards

- Laura Kuhn, Exemplary Professionalism Award

- Luke Seigfried, Outstanding Constituent Relations Award

2. Jefferson County Commission

Community Recognition

The Jefferson County Commission recognized Cari Jubb of Jefferson High School who was recently named the WVSCA 2025 High School Counselor of the Year.

3. Nikki Painter, Chief Deputy Clerk, Jefferson County Clerk's Office

Probate-List of Estates Opened Since the Last Quarter and List of Accountings and Waivers of Final Settlement that have met all statutory requirements since the last quarter

Commissioner Stolipher motioned to convene as a Fiduciary Review Board. The motion was seconded by Commissioner Mood. The motion was approved unanimously.

Commissioner Stolipher motioned to approve the list of estates opened since the last quarter and to approve the list of Accountings and Waivers of Final Settlement that have met all statutory requirements since the last quarter. The motion was seconded by Commissioner Mood and approved unanimously.

Commissioner Stolipher motioned to reconvene in regular session. The motion was seconded by Commissioner Mood and approved unanimously.

4. Chief Deputy Lupis, Jefferson County Sheriff's Department

Spay/Neuter Fund Grant

Commissioner Steve motioned to accept the \$5,000 award from the West Virginia Department of Agriculture for the continuation of the spay/neuter program and authorize the president to sign all associated documents. The motion was seconded by Commissioner Keys. The motion was approved unanimously.

Part-time bailiff new hires

Commissioner Stolipher motioned to approve the hire of James Massey as a part-time bailiff beginning April 7, 2025 at a rate of \$17.50/hour. The motion was seconded by Commissioner Mood and approved unanimously.

Commissioner Stolipher motioned to approve the hire of John Shoedel as a part-time bailiff beginning April 7, 2025 at a rate of \$17.50/hour. The motion was seconded by Commissioner Hefestay and approved unanimously.

5. Todd Wilt, City of Ranson

Consideration of an Order Approving and Confirming the Annexation of Approximately 10.00 Acres into the Municipal Boundary of the City of Ranson

Commissioner Stolipher motioned to approve and confirm the annexation of approximately 10.00 acres into the municipal boundary of the City of Ranson, as petitioned by Cantor Hollow, LLC, and certified by the City of Ranson, and further move that the Commission enter the corresponding Order as presented, directing the County Clerk to record and transmit a certified copy to the City of Ranson.. The motion was seconded by Commissioner Mood. The motion was approved unanimously.

6. Edwina Benites-LM, County Administrator

Jefferson County Planning Commission appointments

Applicants nominated for interview:

- J. Ware
- Wade Louthan
- Daniel Hayes
- Natalie Grantham Friend

Commissioner Majdi motioned to open nominations.

Commissioner Stolipher motioned to nominate J. Ware.

Commissioner Hefestay motioned to nominate Wade Louthan and Natalie Grantham Friend.

Commissioner Keys motioned to nominate Daniel Hayes.

Commissioner Stolipher motioned to close nominations.

Commissioner Mood motioned to appoint J. Ware to the Jefferson County Planning Commission for a three-year term ending March 31, 2028. The motion was seconded by Commissioner Hefestay. The motion was approved unanimously.

Commissioner Mood motioned to appoint Wade Louthan to the Jefferson County Planning Commission for a three-year term ending March 31, 2028. The motion was seconded by Commissioner Hefestay. The motion was approved unanimously.

Commissioner Mood motioned to appoint Daniel Hayes to the Jefferson County Planning Commission for a three-year term ending March 31, 2028. The motion was seconded by Commissioner Hefestay. The motion was approved unanimously.

Public Defender Corporation for the 28th Judicial Circuit

Attorney, Aaron Amore gave an information presentation on the Public Defender Corporation for the 28th Judicial Circuit.

Commissioner Stolipher motioned to direct the County Administrator to accept applications for the appointment of the Public Defender Corporation for the 28th Judicial Circuit. The motion was seconded by Commissioner Hefestay. The motion was approved unanimously.

7. Peggy Smith, Jefferson Arts Council

Commission requested presentation from the Jefferson Arts Council

Peggy Smith, President of the Jefferson Arts Council provided an update and informational presentation. No action was taken.

8. Pasha Majdi, President Jefferson County Commission

Resolution supporting economic development partnership with Governor Morrisey

This agenda item was removed. No action was taken.

9. Steve Stolipher and Jack Hefestay, Jefferson County Commissioners

Voting Representation on Boards and Commissions

Commissioner Hefestay motioned to send a request to local boards and organizations to which the commission has a representative to amend the bylaws to allow voting rights unless otherwise mandated by code, and requesting that CTUB approve that the liaison position be filled by a county commission representative. The motion was seconded by Commissioner Mood. The motion was approved unanimously.

10. Jennifer Myers, Director of Jefferson County Parks and Recreation Commission; Tommy VanVliet, Recreation Coordinator

Presentation of summer programs, camps and activities

Jennifer Myers and Tommy VanVliet provided an informational presentation on the summer programs, camps and activities being offered by the Jefferson County Parks and Recreation this summer. No action was taken.

11. Krista Hoffman, Executive Director, Jefferson County Development Authority; Emily Morrow, WVU Extension Office; Jason Adams, Farmland Protection Board

Presentation of a report on Agritourism/Wineries in Jefferson County

Krista Hoffman provided an informational presentation with the WVU Extension office, and Farmland Protection Board on the possibilities of wine production in Jefferson County, West Virginia, and a report on craft beverage and agritourism in Jefferson County, West Virginia. No action was taken.

12. Roger Goodwin, Chief County Engineer; Michelle Mason, Impact Fees Program Specialist

Adoption of Impact Fee Ordinances/setting new impact fee rates

Commissioner Hefestay motioned to adopt “An Ordinance Providing For the Imposition of a Public School Impact Fee On all New Residential Development” effective June 1, 2025, as presented. The motion was seconded by Commissioner Keys. The motion was approved unanimously.

Commissioner Hefestay motioned to adopt “An Ordinance Providing for the Imposition of a Public Parks and Recreation Impact Fee On All New Residential Development” effective June 1, 2025, as presented. The motion was seconded by Commissioner Mood. The motion was approved unanimously.

Commissioner Hefestay motioned to adopt “An Ordinance Providing For the Imposition of a Law Enforcement Impact Fee On all New Residential and Non-Residential Development” effective June 1, 2025, as presented. The motion was seconded by Commissioner Keys. The motion was approved unanimously.

Commissioner Hefestay motioned to adopt “An Ordinance Providing For the Imposition of an Emergency Medical Services (EMS) Impact Fee On all New Residential Development and Non-Residential Development” effective June 1, 2025, as presented. The motion was seconded by Commissioner Mood. The motion was approved unanimously.

Commissioner Hefestay motioned to adopt “An Ordinance Providing For the Imposition of a County Administrative Facilities Impact Fee On all New Residential and Non-Residential Development” effective June 1, 2025, as presented. The motion was seconded by Commissioner Keys. The motion was approved unanimously.

13. Jessica James, Chief Human Resource Officer

Approval of Hire-Custodial Positions (2)-Department of Fleet and Facilities Management

Commissioner Stolipher motioned to approve the hire of Eric Gunther and Richard Lewis as full-time, Grade II, 80-hour custodians within the Department of Fleet and Facilities Management, at a rate of \$35,664 per year, effective April 7, 2025. The motion was seconded by Commissioner Hefestay and approved unanimously.

Approval of Hire-Summer Planning Intern-Department of Engineering, Planning, and Zoning

Staff has identified a candidate for the intern position, and will return at the next scheduled commission meeting on April 17, 2025 to seek approval from the commission.

Approval of Promotion-Chief County Planner Position-Department of Engineering, Planning and Zoning

Commissioner Hefestay motioned to approve the promotion of Luke Seigfried to the Grade VII, full-time, 80-hour exempt position of Chief County Planner at a salary of \$78,000, effective April 7, 2025. The motion was seconded by Commissioner Keys and approved unanimously.

Approval of Promotions-Supervising Public Safety Dispatcher-Department of Emergency Communications

Staff has identified candidates for these positions, and will return at the next scheduled commission meeting on April 17, 2025 to seek commission approval.

Approval of Employee Increase-Department of Emergency Communications

Commissioner Stolipher motioned to approve the salary increase for John Lindstrom from \$25.79/hr. to \$26.01/hr., for his completion of training in police, fire, and EMS dispatching, effective March 16, 2025. The motion was seconded by Commissioner Mood and approved unanimously.

14. David Bound, Chief Financial Officer

FY 25 Budget Resolutions for Coal Severance and Internal Operations

Commissioner Stolipher motioned to approve FY25 budget resolutions as approved on February 20, 2025 and March 6, 2025 commission meetings. The motion was seconded by Commissioner Mood and approved unanimously.

15. Nathan Cochran, Prosecuting Attorney's Office

Report by counsel on CC-19-2021-C-33

Discussion and review of Comcast Contract/Franchise Agreement with counsel

Commissioner Stolipher motioned to enter into executive session to receive legal advice at 12:43 p.m. The motion was seconded by Commissioner Mood and approved unanimously.

Commissioner Stolipher motioned to reconvene in regular session at 1:26 p.m. The motion was seconded by Commissioner Hefestay and approved unanimously.

COUNTY ADMINISTRATOR REPORTS

16. Edwina Benites-LM, County Administrator
Legislative Priorities

Commissioner Stolipher motioned to update the Jefferson County Federal Priorities as presented by staff. The motion was seconded by Commissioner Hefestay and approved unanimously.

WV House Bill 2014

Commissioner Keys motioned to draft a letter from the county commission expressing concern about WV HB2014 and how it will impact the Jefferson County economy. The motion was seconded by Commissioner Hefestay. The motion was approved by a vote of 3 (Hefestay, Keys, Mood) -2 (Majdi, Stolipher)

Community Corrections-MOU with Berkeley County

Commissioner Stolipher motioned to approve the memorandum of understanding with Berkeley County as presented and allow President Majdi to execute the documents on behalf of the commission. The motion was seconded by Commissioner Mood and approved unanimously.

Opioid Settlement Funding Update

Ms. Benites-LM provided an informational update on opioid settlement funding. No action taken.

Lay the Levy-date approval

Commissioner Majdi motioned to hold a special public meeting to lay the levy on Tuesday, April 15, 2025 at 9:30 a.m over Zoom. The motion was seconded by Commissioner Keys and approved unanimously.

Human Resources issue involving staffing in 401 (County Commission)

Consider matters involving or affecting the construction, planning, purchase, sale, or lease of property for county office space and/or courthouse space.

Commissioner Stolipher motioned to enter into executive session to receive legal advice at 12:43 p.m. The motion was seconded by Commissioner Mood and approved unanimously.

Commissioner Stolipher motioned to reconvene in regular session at 1:26 p.m. The motion was seconded by Commissioner Hefestay and approved unanimously.

Adjourn

Having no further business, Commissioner Majdi motioned to adjourn the meeting. The motion was seconded and unanimously approved. The Commission adjourned at 1:51 p.m.

Pasha Majdi, PRESIDENT

Respectfully submitted
Jacqueline C. Shadle
Jefferson County Clerk

Jefferson County Commission

SIGN-IN SHEET TO SPEAK DURING PUBLIC COMMENT

Thursday, April 3, 2025

NAME (please print)	NAME OF GROUP REPRESENTED	JEFFERSON COUNTY RESIDENT?
Natalie Grantman Farmer		yes
Giuliana Brogna		yes
Linda Lewis		yes
David TABB	me	yes
Scott Stewart		YES
Zach Holland		J
Jacquelyn Millian		yes
Elizabeth Ricketts	individual	yes
Margaret Liskay	Farmer	yes
Charlotte Fremaux	individual	Yes
Colin Stone	SELF	YES
Rebecca Thompson	Self	yes

THE COMMISSION ALLOWS THREE (3) MINUTES FOR EACH PERSON WISHING TO MAKE PUBLIC COMMENT

**Public Comment for Jefferson County Commission meeting for
April 3, 2025**

I, **David Tabb**, a lifelong resident/taxpayer make the following comments:

PUBLIC COMMENT –

It appears that our legislators are attempted to sell water, taking away the county's natural resources without any consideration to the resident/property taxpayers. The resident/property taxpayers have been invested, for hundreds of years, to preserve a natural resource. I believe this is a constitutional right, to their way life, that the resident/property taxpayers have a say within their investment for preservation of a natural resource. Water is life.

After reviewing multiple documents from the JCDA, it appears that the JCDA is in extreme or dire financial endeavors. I would highly suggest that anyone volunteering to be on the JCDA Board to review the documents before submitting any volunteer application.

Item #12– Impact Fees

The proposal indicates the impact fee will be just under 10,000 per single family dwelling that includes Schools, Parks & Recs, EMS, Law Enforcement and County Admin. It's quite interesting that the impact fee for Law Enforcement, EMS and, Parks & Recs combined is less than what the County Admin will receive. I guess they need money for their new office which is not located in the proper jurisdiction.

Over the last 48 hours the United States has experienced extreme weather conditions, and it appears it is coming our way. I would suggest that everyone be prepared before this weather condition hits and if we are not severely impacted, I am sure there are others that could use your assistance. Be prepared for the worst, hope for the best and try to lend a helping hand when you can.

"The public reserves the right to call out the public officials to follow the required laws to ensure the constitutional rights of the public. The Government is to be "open for business" and not deprived the public of notice and comments that would violate ethic provisions.

It is hard to be safe, with the current County Commission.

Have a nice day!

Stine-1

We are in the midst of a severe drought. We must have a plan to limit the use of our aquifer.

Three observations are indicative of the drought. A friend of mine ~~say said~~ was digging a foundation this week and observed the ground was dry at a depth of five feet.

Second my ~~disapper~~ disappearing stream did not reappear ~~in when~~ when the ground thawed as it has every other year when it disappeared the previous year. The USGS ground water level is very low.

~~Suggest~~ Suggestions about what to do:

Start a campaign to limit the use of groundwater.

Cap the maximum amount of water any user may use

[this could be simply authorizing the raising the cost for water for the top 10% users]

**JEFFERSON COUNTY COMMISSION
AGENDA REQUEST FORM**

Name: Tom Hansen

Department or Organization: Sheriff and Treasurer

Commission Meeting Date: Next Available

Special Meeting Date (if necessary):

Subject (wording to be placed on agenda):

Court Security Grant
Vehicle Equipment Costs

Please provide a description of your request or presentation, including any background information:

-The Court Security Grant application is due May 2, 2025. We are requesting funding for security items at the new Courthouse facility.
-Impact Fees will only be able to be used for the portion of equipment associated with new growth. Therefore, additional funds will be needed.

Type of Request: (Funding/Hiring): Funding

Funding/Salary/Hourly Amount: 92,017.87*

Name of Hire (if Applicable):

Grade/Step/Hours (PT/FT):

Start Date (beginning of pay period):

Post Probationary Increase (If applicable):

Any Additional Conditions of Employment or Funding Comments:

*amount contingent on what is approved out of impact fees.

Recommended Motion (type out wording of the motion you would like the Commission to approve):

-I move to approve the Court Security Grant application and authorize the president to sign all associated documents.
-I move to approve the funding for vehicle equipment.

Attach supporting documents for request, or request may be denied.
If not attached, explain:

Is equipment needed? Projector Internet/Wi Fi: Conference/Video No

Contact Information:

Phone Number: 304-728-3205

Email Address:

dlowe@jeffersoncountywv.org



JEFFERSON COUNTY COMMISSION

124 East Washington Street, P.O. Box 250, Charles Town, WV 25414

Phone: (304) 728-3284 **Fax:** (304) 725-7916

Web: www.jeffersoncountywv.org

PRESIDENT
Pasha Majdi

COMMISSIONER
Jack Hefestay

COMMISSIONER
Cara Keys

COMMISSIONER
Steve Stolipher

COMMISSIONER
Mike Mood

To: Commissioner Pasha Majdi
Commissioner Jack Hefestay
Commissioner Cara Keys
Commissioner Steve Stolipher
Commissioner Mike Mood

From: David Bound

Date: April 17, 2025

Re: Fiscal Note: Vehicle Equipment Costs

Upfit charges for sheriff's department vehicles for March	\$ 96,369.21
April	<u>95,990.69</u>

Impact fees available for new equipment	\$192,359.90
	<u>\$100,342.03</u>

Additional requested amount	\$ 92,017.87
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Sources of funds:

Coal Severance funds available	\$ 46,350
Financial Stabilization funds available	\$4,082,655

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: **Matthew Harvey**

Department or Organization: **Prosecuting Attorney's Office**

Estimation of amount of time needed for appointment:

Date Requested – 1st Choice: **April 17, 2025**

If a specific date is needed, please provide reason for specific date: **This date is needed due to the candidates start date.**

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*):

The Prosecuting Attorney's office seeks to hire a full time Legal Assistant / Receptionist. Qualified candidate, Dixie Sturm, has already been identified and can start on April 21, 2025.

Is this a funding request? No

If so, how much? \$

Provide exact financial impact/request: **This is a budget neutral position for \$35,664 annually with at 35 hour week.**

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):

The Commission approves the hiring of Dixie Sturm as a Legal Assistant / Receptionist at a rate of \$35,664 annually with a 35 hour week to begin working on April 21, 2025.

Attach supporting documents for request, or request may be denied.

If not attached, explain:

Is equipment needed? Projector **No** Internet/Wi Fi **No** Telephone for conference call **No**

Contact information: **Jaymee Houser**

Email address: **jhouser@jcpawv.org**

Phone Number: **304-728-3318**

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable



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COMMISSIONER
Mike Mood

To: Commissioner Pasha Majdi
Commissioner Jack Hefestay
Commissioner Cara Keys
Commissioner Steve Stolipher
Commissioner Mike Mood

From: David Bound

Date: April 17, 2025

Re: Fiscal Note: Request to hire a Legal Assistant / Receptionist starting April 21st

The Prosecuting Attorney proposes hiring a legal assistant/ receptionist.

Legal Assistant / Receptionist proposed annual salary	\$ 35,664
Total amount budgeted for 405 Salaries and Wages (FY25)	\$1,944,478
<u>Total salaries and wages of 405 (FY25) (annualized)</u>	<u>\$1,424,186</u>
Total under budget	\$ 520,292
<u>Proposed salary</u>	<u>\$ 35,664</u>
Remaining under budget after hire (annualized)	\$ 484,628

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: **Nikki Painter**
Department or Organization: **County Clerk/Probate**
Estimation of amount of time needed for appointment: **10 minutes**
Date Requested – 1st Choice: **April 17, 2025**
If a specific date is needed, please provide reason for specific date:
Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): **Appoint Attorney Michael A. Bush as a Fiduciary Commissioner**

Please provide the County Commission with a description of your request or presentation, including any background information:

WV Code §44-3-1 states, “the county commission of each county shall appoint not more than four fiduciary commissioners” to handle accounts and estates for the probate office. We currently only have two Fiduciary Commissioners, Frank Hill and Bradley Snowden, since Ralph Lorenzetti resigned after the election. The Probate Office has reached out to several attorneys trying to fill the vacancy with not much success until Michael Bush.

Mr. Bush reached out to our office and expressed interest in serving as the third Fiduciary Commissioner. His law practice focuses on estate planning and he currently serves as a Berkeley County Fiduciary Commissioner. His resume with more details regarding his practice history and education is attached.

With the increase in complicated and/or contested estates, Mr. Bush’s expertise will provide much needed relief for the two current Fiduciary Commissioners.

Is this a funding request? Y/N
If so, how much?
Provide exact financial impact/request:

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):

To appoint Attorney Michael A. Bush as a Jefferson County Fiduciary Commissioner effective April 17, 2025

Attach supporting documents for request, or request may be denied.
If not attached, explain:

Is equipment needed? Projector Y/N Internet/Wi Fi Y/N. Telephone for conference call Y/N

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

MICHAEL A. BUSH

EXPERIENCE

ATTORNEY, BUSH LAW FIRM PLLC

April 2024 - Present

General law practice focusing on business, real estate, and trust and estate services.

MEMBER AND BROKER, REAL PROPERTY SOLUTIONS LLC

August 2016 – March 2024

Full service commercial and residential real estate sales and leasing company.

MEMBER AND BROKER, 1ST MANAGEMENT GROUP LLC

August 2016 – March 2024

Commercial and residential property management company.

ATTORNEY, BOWLES RICE LLP

August 2013 – August 2016

Associate attorney focusing on estate planning, real estate, business transactions, and commercial banking.

EDUCATION

WEST VIRGINIA UNIVERSITY COLLEGE OF LAW – J.D. (2013)

ORDER OF THE COIF

West Virginia University College of Law Review, Executive Article Selection Symposium Editor, Vols. 114 and 115

Clinical Law Program, Rule 10 Student Attorney

WEST VIRGINIA WESLEYAN COLLEGE – B.A. (2010)

SUMMA CUM LAUDE WITH HONORS

Outstanding Senior History Major

COMMUNITY INVOLVEMENT

Berkeley County, West Virginia Fiduciary Commissioner

Berkeley County, West Virginia Planning Commission, Commissioner

West Virginia Wesleyan College Alumni Association, President

West Virginia Wesleyan College Board of Trustees, *Ex-officio Trustee*

Gerrardstown Presbyterian Church, Member

West Virginia Golden Horseshoe Recipient

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Russell Burgess

Department or Organization: Information Technology

Estimation of amount of time needed for appointment: 10 minutes

Date Requested – 1st Choice: **April 17, 2025**

*If a specific date is needed, please provide reason for specific date: **Cutoff for priority pricing***

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*): **Purchase of Mobile Data Units**

Please provide the County Commission with a description of your request or presentation, including any background information: -Jefferson County Commission requires replacement of outdated mobile data units for the Jefferson County Sheriff's Department, Emergency Services Department, and two law enforcement agencies that responded to an email request. The number of units required is 13 for the Jefferson County Sheriff's Department, 5 for the Ranson Police Department, and 2 for the Shepherdstown Police Department. Each unit costs \$3,000.00, for a total cost of \$60,000.00. Due to the tariffs recently imposed, orders must be placed by the end of April 2025 to receive this priority pricing. Expected funds would be drawn from the coal severance fund.

Is this a funding request? Y/N YES
If so, how much? \$ \$60,000
Provide exact financial impact/request: \$60,000

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*): -Approve the order/purchase of 20 mobile data units at a cost of \$3,000.00 each for a total cost of \$60,000.00 to be funded by the coal severance fund.

Attach supporting documents for request, or request may be denied.
If not attached, explain:

Is equipment needed? Projector **Y/N** Internet/Wi Fi **Y/N** Telephone for conference call **Y/N**

Contact information: Russell Burgess – Director of Information Technology
Email address: rburgess@jeffersoncountywv.org Phone Number: (304) 728-5605

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION
not applicable



JEFFERSON COUNTY COMMISSION

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Steve Stolipher

COMMISSIONER
Mike Mood

To: Commissioner Pasha Majdi
Commissioner Jack Hefestay
Commissioner Cara Keys
Commissioner Steve Stolipher
Commissioner Mike Mood

From: David Bound

Date: April 17, 2025

Re: Fiscal Note: Purchase of Mobile Data Units

Purchase of mobile data units- total cost	\$ 60,000
Coal Severance funds available	\$ 46,350
Amount in the Financial Stabilization fund	\$ 4,082,655

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Laura Kuhn
Thomas Reilly

Department or Organization: Fleet & Facilities Management

Estimation of amount of time needed for appointment: 15 minutes

Date Requested – 1st Choice: **April 17, 2025**

If a specific date is needed, please provide reason for specific date:

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*):

Request for Approval to Migrate to Cisco Cloud-Based Phone System

Please provide the County Commission with a description of your request or presentation, including any background information:

We are requesting approval to transition from the current Mitel phone system to a Cisco cloud-based solution provided through Segra. This move offers better long-term value, greater flexibility, and reduced maintenance needs.

No additional funding is needed, but budget revisions are required to manage overlapping costs during deployment. Funding was previously allocated in capital (264960 445900), we request transferring \$30,000 to the operating budget telephone line (001424 421100) for FY26. We also recommend moving the \$17,100 annual Mitel support expense from contracted services (001424 423000) to the same telephone line (001424 421100).

Is this a funding request? Y/N NO

If so, how much? \$

Provide exact financial impact/request:

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):

Move to approve the migration from the current Mitel phone system to the Cisco cloud-based phone system provided through Segra, and authorize the associated budget revisions as follows:

- Transfer \$30,000 from the capital budget (264960 445900) to the operating budget telephone line (001424 421100) for FY26 to cover transitional expenses during deployment.
- Transfer the annual Mitel support agreement cost of \$17,100 from contracted services (001424 423000) to the operating budget telephone line (001424 421100).

Attach supporting documents for request, or request may be denied.

If not attached, explain:

Is equipment needed? Projector **Y/N** Internet/Wi Fi **Y/N** Telephone for conference call **Y/N**

Contact information:

Email address: Laura Kuhn

Phone Number: 304-728-3355

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable



Department of Fleet & Facilities Management
128 Industrial Blvd
Kearneysville, WV 25430
304-728-3355
Laura Kuhn, Director

Request for Approval – Migration to Segra-Provided Cisco Cloud-Based Phone System

Summary:

We are requesting approval to transition from our current Mitel phone system to a Cisco cloud-based phone solution, provided through Segra. After reviewing the costs and long-term advantages, we believe this move will provide better value, improve system flexibility, and reduce ongoing maintenance for County government operations.

Cost Comparison:

- **Current Mitel System:**
 - 4 PRIs (Primary Rate Interfaces): \$2,710/month = \$32,520/year
 - Annual support: \$17,100
 - **Total Annual Cost:** \$49,620
 - **Additional Costs:** Replacement Mitel desk phones are approximately \$300 each. Maintaining this system also requires ongoing investment in servers, switches, and other supporting equipment.
- **Proposed Cisco Cloud-Based System (Segra):**
 - 350 phones @ \$12/month = \$4,200/month = **\$50,400/year**
 - West Virginia State Contract Pricing
 - No on-site phone servers or physical infrastructure required
 - Segra provides for deployment configurations and ongoing support.

Why This Change Is Beneficial:

1. Cloud-Based Simplicity:

The Cisco system is fully cloud-based, eliminating the need for on-site phone servers and equipment. This reduces the workload for our IT and Facilities staff, minimizes unexpected repair costs, and improves overall system reliability.

2. **Stable, Predictable Costs:**

The flat monthly rate includes system support, updates, phones, and user management. It removes the unpredictability of hardware failures and support renewals tied to the current Mitel setup.

3. **Stronger Return on Investment:**

While annual costs are roughly the same, we avoid future capital expenditures for desk phones, servers, and infrastructure by switching to the Cisco system. This makes our investment more sustainable and cost-effective over time.

4. **Scalability and Flexibility:**

The Cisco platform allows for quick scaling, easy onboarding of new users, and seamless integration across departments and buildings. It's better suited for mobile workforces and hybrid office setups.

5. **Modern Communication Tools:**

Features like voicemail-to-email, mobile app access, and better call routing improve both internal communication and customer service across the County.

6. **Avoiding Aging Technology:**

Our Mitel infrastructure is aging, and continued support will likely require increased spending. The current Mitel platform is also nearing end-of-life for support. Migrating now avoids future compatibility issues and keeps us aligned with modern standards.

Budget Transfers:

This telephone upgrade does not require any additional funding; however, budget revisions are needed to cover overlapping costs during the transition. While the new system is being deployed, we will still need to pay for the existing phone equipment.

Funding was previously allocated in the capital budget (264960 445900) for upgrading the phone system. I am requesting that \$30,000 of this be transferred to the telephone line in the operating budget (001424 421100) for FY26 to cover transitional expenses. Additionally, the annual Mitel support agreement of \$17,100 should be moved from contracted services (001424 423000) to the same telephone line (001424 421100) going forward.

Recommendation:

We recommend approval to move forward with Segra's Cisco cloud-based phone system. Though annual costs remain comparable to our current system, the switch positions the County for long-term savings, improved service, and greater operational efficiency.



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Mike Mood

To: Commissioner Pasha Majdi
Commissioner Jack Hefestay
Commissioner Cara Keys
Commissioner Steve Stolipher
Commissioner Mike Mood

From: David Bound

Date: April 17, 2025

Re: Fiscal Note: Cisco Cloud Based Phone System

The total request is for \$47,100. Director Kuhn requests internal budget adjustments to cover the cost of moving to cloud-based phone operations.

Budgeted funding reductions- request:

Capital Equipment 246960 -445900	\$100,215.00
Requested funds	(30,000.00)

Contracted Services 001424-423000	36,812.49
Requested funds	(17,100.00)

Budgeted funding increases- request

Telephone 001424-421100	24,860.00
Requested Additions	47,100.00

Conclusion:

Because the requested project can be funded with internal budgeted reductions, there are no additional funds requested for this project.

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: **Jessica James, Chief Human Resource Officer**

Department or Organization: **Jefferson County Commission**

Estimation of amount of time needed for appointment: **15 minutes**

Date Requested – 1st Choice: **April 17, 2025**

If a specific date is needed, please provide reason for specific date:

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*):

- ✚ Approval of Promotions – Supervising Public Safety Dispatchers (2) –Department of Emergency Communications
- ✚ Approval of Change in Employee Status – Part-time to Full-time –Department of Emergency Communications
- ✚ Approval of Employee Change in Status – Full-time to Part-time –Department of Emergency Communications
- ✚ Approval of Employee Increase – Department of Emergency Communications
- ✚ Approval of Hire – Summer Planning Intern – Department of Engineering, Planning, and Zoning
- ✚ Approval of Hire – Building Plans Reviewer – Department of Engineering, Planning, and Zoning
- ✚ Approval of Hire – Program Manager – Jefferson County Development Authority
- ✚ Approval of Promotion – Jefferson County Emergency Services Agency

Please provide the County Commission with a description of your request or presentation, including any background information:

1. Staff has identified candidates for the two supervising public safety dispatcher positions within the Department of Emergency Communications and is seeking approval to promote two internal candidates into those roles.
2. Current part-time employee within the Department of Emergency Communications is requesting a transition to full-time employment.
3. Current full-time employee within the Department of Emergency Communications is requesting a transition to part-time employment.
4. Current full-time dispatch employee within the Department of Emergency Communications completed training in all disciplines in April 2024 and was eligible for a post-training increase at that time (as approved by the JCC on April 6, 2023); however, the increase was not processed due to director oversight. As such, staff is requesting the increase from \$22.95/hr. (training rate) to \$26.06/hr, effective July 1, 2024 to date.
5. Staff has identified a candidate for the position of Summer Planning Intern for the Office of Planning and Zoning and is seeking approval to hire for the part-time, temporary position.

6. Staff has identified a candidate for the position of Building Plans Reviewer for the Department of Engineering and is seeking approval to hire for the full-time position.
7. Staff has identified a candidate for the position of Program Manager for Jefferson County Development Authority and is seeking to hire for the full-time position.
8. Current full-time ESA employee has completed a successful six month probationary period and is now eligible for a promotion from Firefighter/EMT I to Firefighter/EMT II.

Is this a funding request? Y/N - NO –
 If so, how much? \$
 Provide exact financial impact/request:

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):

Department of Emergency Communications Requests

- + I move to approve the promotions of Caleigh Oliver-Miller and Mallory Soderlund to the Grade 6 position of full-time supervising public safety dispatcher, each at a rate of \$29.02/hr, effective the first pay period after April 17, 2025.***
- + I move to approve the employee status change for Rendell Ford from part-time public safety dispatcher to full-time public safety dispatcher, at a rate of \$29.60/hr, effective April 15, 2025.***
- + I move to approve the employee status change for Amanda Arrington from full-time public safety dispatcher to part-time public safety dispatcher, at a rate of \$23.89/hr, effective April 8, 2025.***
- + I move to approve the salary increase for full-time public safety dispatcher Michael Buchwitz to \$26.06/hr for successful completion of training in all dispatch disciplines, effective July 1, 2024.***
- + I move to approve the lump sum payment of \$1,152.38 to Michael Buchwitz for the clerical error in compensation for time worked between 6/30/24 to current pay period.***


Department of Engineering, Planning, and Zoning Requests

- + I move to approve the hire of Charles Cain for temporary, part-time position of Summer Planning Intern for the Office of Planning and Zoning at a rate of \$17/hr, effective May 19, 2025 to August 15, 2025.***
- + I move to approve the hire of _____ for the Grade 5, full-time, 80 hr. position of Building Plans Reviewer for the Department of Engineering, Planning, and Zoning at a salary of \$60,000, effective May 5, 2025.***

JCDA Request

- + I move to approve the hire of Joshua Cook for the Grade 4, full-time, 80 hr. position of Program Manager for the Jefferson County Development Authority at a salary of \$56,436, effective mid to late May 2025.***

JCESA Request

 ***I move to approve the promotion of Chase Osman in accordance with JCESA Administrative Policy 1192 from Firefighter/EMT I to Firefighter/EMT II at an hourly rate of \$21.17/hr, effective April 20, 2025.***

Attach supporting documents for request, or request may be denied.

If not attached, explain:

Is equipment needed? Projector Y/**N** Internet/Wi Fi Y/**N**. Telephone for conference call Y/**N**

Contact information: Jessica James

Email address: jjames@jeffersoncountywv.org

Phone Number: 304-728-3282

<u>FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION</u>
not applicable



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To: Commissioner Pasha Majdi
Commissioner Jack Hefestay
Commissioner Cara Keys
Commissioner Steve Stolipher
Commissioner Mike Mood

From: David Bound

Date: April 17, 2025

Re: Approval of Promotion – Department of Emergency Communications
Promote Two County Employees to Grade 7

Request to hire two supervising public safety dispatcher:	
Supervising public safety dispatcher (1)	\$29.02/ hour
<u>Amount budgeted</u>	<u>\$32.42/ hour</u>
Cost savings	\$ 3.40/ hour
Supervising public safety dispatcher (2)	\$29.02/ hour
<u>Amount budgeted</u>	<u>\$ 0/ hour</u>

There are sufficient funds to fund the second supervising public safety dispatcher in FY25.

There are not sufficient funds to fund the supervising public safety dispatcher in FY26. Internal budget revision: motion to move fiscal year FY26.

From: 410801- Overtime- \$70,019

To: 410300- Salaries and Wages- \$60,362
410400- FICA tax- \$3,742.00
410401- Medicare- \$875.00
410600- Retirement- \$5,734.00



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To: Commissioner Pasha Majdi
Commissioner Jack Hefestay
Commissioner Cara Keys
Commissioner Steve Stolipher
Commissioner Mike Mood

From: David Bound

Date: April 17, 2025

Re: Approval of Change in Status – Department of Emergency Communications
Part time to Full time Request

There is a request to approve the status change of from part time to full time.

Current pay rate	\$23.90/hour
Proposed rate	\$29.60/ hour
<hr/>	
Proposed increase	\$5.70/ hour

There are sufficient funds to fund the second supervising public safety dispatcher in FY25.
There are not sufficient funds to fund the supervising public safety dispatcher in FY26. Internal budget revision: motion to move fiscal year FY26.

From: 410801- Overtime- \$70,019

To: 410300- Salaries and Wages- \$60,362
410400- FICA tax- \$3,742.00
410401- Medicare- \$875.00
410600- Retirement- \$5,734.00



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Mike Mood

To: Commissioner Pasha Majdi
Commissioner Jack Hefestay
Commissioner Cara Keys
Commissioner Steve Stolipher
Commissioner Mike Mood

From: David Bound

Date: April 17, 2025

Re: Approval of Change in Status – Department of Emergency Communications
Full time to Part time Request

There is a request to approve the status change from full time to part time for employee 3168.

Current pay rate	\$26.01/hour
Proposed part time rate	\$23.89/ hour
<u>With the move of employee 1040 to fulltime, remaining hourly wage</u>	<u>\$23.90/ hour</u>
Cost savings	\$0.01/ hour



JEFFERSON COUNTY COMMISSION

124 East Washington Street, P.O. Box 250, Charles Town, WV 25414

Phone: (304) 728-3284 **Fax:** (304) 725-7916

Web: www.jeffersoncountywv.org

PRESIDENT
Pasha Majdi

COMMISSIONER
Jack Hefestay

COMMISSIONER
Cara Keys

COMMISSIONER
Steve Stolipher

COMMISSIONER
Mike Mood

To: Commissioner Pasha Majdi
 Commissioner Jack Hefestay
 Commissioner Cara Keys
 Commissioner Steve Stolipher
 Commissioner Mike Mood

From: David Bound

Date: April 17, 2025

Re: Approval of Wage Increase – Emergency Communications
 Cleared Dispatch Disciplines

There is a request to approve the wage increase of \$0.76/hour for Matthew Buchwitz after his completion of clearing dispatch disciplines- July 1, 2024.

Requested pay rate	\$26.06/hour
Current pay rate	\$25.30/hour
<hr/>	
Increase	\$ 0.76/ hour
Retroactive Pay 7/1/24 - 4/5/25	\$1,152.38

		Employee			Eff date		Hourly Raise	
		3355 Matthew Buckwitz			07/01/24		\$ 0.7569	
Start	Stop	Reg Hr	Reg Amount	OT Hr	OT Amount	Training	Train Amt	
06/30/24	07/13/24	76	\$ 57.52	12	\$ 13.62		\$ -	
07/14/24	07/27/24	76	\$ 57.52	8	\$ 9.08		\$ -	
07/28/24	08/10/24	80	\$ 60.55	4	\$ 4.54		\$ -	
08/11/24	08/24/24	76	\$ 57.52	8	\$ 9.08		\$ -	
08/25/24	09/07/24	96	\$ 72.66		\$ -		\$ -	
09/08/24	09/21/24	76	\$ 57.52	12	\$ 13.62		\$ -	
09/22/24	10/05/24	80	\$ 60.55	10.5	\$ 11.92		\$ -	
10/06/24	10/19/24	85	\$ 64.34		\$ -		\$ -	
10/20/24	11/02/24	80	\$ 60.55	12.5	\$ 14.19		\$ -	
11/03/24	11/16/24	80	\$ 60.55	14	\$ 15.89		\$ -	
11/17/24	11/30/24	90	\$ 68.12	5	\$ 5.68		\$ -	
12/01/24	12/14/24	80	\$ 60.55	16	\$ 18.17		\$ -	
12/15/24	12/28/24	80	\$ 60.55	9	\$ 10.22		\$ -	
12/29/24	01/11/25	84	\$ 63.58		\$ -		\$ -	
01/12/25	01/25/25	80	\$ 60.55	17	\$ 19.30		\$ -	
01/26/25	02/08/25	86	\$ 65.09		\$ -		\$ -	
02/09/25	02/22/25	96	\$ 72.66		\$ -		\$ -	
02/23/25	03/08/25	77	\$ 58.28	9	\$ 10.22		\$ -	
03/09/25	03/22/25	77	\$ 58.28	8	\$ 9.08		\$ -	
03/23/25	04/05/25	76	\$ 57.52	20	\$ 22.71		\$ -	
04/06/25	04/19/25		\$ -		\$ -		\$ -	
04/20/25	05/03/25		\$ -		\$ -		\$ -	
05/04/25	05/17/25		\$ -		\$ -		\$ -	
05/18/25	05/31/25		\$ -		\$ -		\$ -	
06/01/25	06/14/25		\$ -		\$ -		\$ -	
06/15/25	06/28/25		\$ -		\$ -		\$ -	
06/29/25	07/12/25		\$ -		\$ -		\$ -	
07/13/25	07/26/25		\$ -		\$ -		\$ -	
07/27/25	08/09/25		\$ -		\$ -		\$ -	
08/10/25	08/23/25		\$ -		\$ -		\$ -	
08/24/25	09/06/25		\$ -		\$ -		\$ -	
09/07/25	09/20/25		\$ -		\$ -		\$ -	
09/21/25	10/04/25		\$ -		\$ -		\$ -	
10/05/25	10/18/25		\$ -		\$ -		\$ -	
10/19/25	11/01/25		\$ -		\$ -		\$ -	
11/02/25	11/15/25		\$ -		\$ -		\$ -	
11/16/25	11/29/25		\$ -		\$ -		\$ -	
TOTALS		1323	\$ 1,234.50	133	\$ 187.33	0	\$ -	
Retro Hourly Rate Due		0.7569		1.13535		0		
RETRO PAY		\$ 1,001.38		\$ 151.00		\$ -		

TOTAL DUE \$ 1,152.38



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To: Commissioner Pasha Majdi
Commissioner Jack Hefestay
Commissioner Cara Keys
Commissioner Steve Stolipher
Commissioner Mike Mood

From: David Bound

Date: April 17, 2025

Re: Approval of Hire – Department of Engineering Planning and Zoning
Summer Intern - Planning

There is a request to approve the hire of Charles Cain as a Summer Intern for the Department of Engineering Planning and Zoning from May to August 2025.

Proposed Salary \$17.00/hour

Amount budgeted for temporary part-time help FY25 \$ 6,000/year

Amount budgeted for temporary part-time help FY26 \$35,962/year

Hours Available

FY25 \$17/hour 352 hours \$ 5,984

FY26 \$17/hours 2,115 hours \$35,955



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To: Commissioner Pasha Majdi
Commissioner Jack Hefestay
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Commissioner Steve Stolipher
Commissioner Mike Mood

From: David Bound

Date: April 17, 2025

Re: Approval of Hire – Department of Engineering Planning and Zoning
Building Code Plans Reviewer

There is a request to approve the hire of a Building Code Plans Reviewer for the Department of Engineering Planning and Zoning.

Proposed Salary	\$60,000/year
<u>Amount budgeted FY25</u>	<u>\$60,000/year</u>
<u>Amount budgeted FY26</u>	<u>\$62,403/year</u>



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To: Commissioner Pasha Majdi
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Commissioner Steve Stolipher
Commissioner Mike Mood

From: David Bound

Date: April 17, 2025

Re: Approval of Hire – Jefferson County Development Authority
Program Manager

There is a request to approve the hire of a Program Manager for the Jefferson County Development Authority.

Proposed Salary	\$56,436/year
<u>Amount budgeted for FY25</u>	<u>\$ 56,437/year</u>
<u>Amount budgeted for FY26</u>	<u>\$58,130/year</u>



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To: Commissioner Pasha Majdi
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Commissioner Steve Stolipher
Commissioner Mike Mood

From: David Bound

Date: April 17, 2025

Re: Approval of Wage Increase – JCESA
Completion of 6 month probationary period

There is a request to approve the wage increase of Chase Osman to \$21.17 after his completion of a six month probationary period effective 4/20/25.

Amount budgeted Fire Fighter EMT 1 for FY25 \$27.68/hour

Current pay rate \$20.67/hour

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: David Bound

Department or Organization: Administration

Estimation of amount of time needed for appointment: 5 min

Date Requested – 1st Choice: **April 17, 2025**

If a specific date is needed, please provide reason for specific date:

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*):

1. State Fire Protection Funding to County Fire Departments
2. Internal budget transfer: Social Services Liaison Funding
3. External budget transfer: legal fees

Please provide the County Commission with a description of your request or presentation, including any background information:

The County received a letter from Governor Justice dated November 15, 2024 advising allocation of \$117,549.18 in Fire Protection Funds for 2025 which will be disbursed to the Jefferson County Commission. Funds were received December 10, 2024.

Is this a funding request? Y/N No

If so, how much? \$

Provide exact financial impact/request:

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):

1. Motion: to equally allocate FY25 Fire Protection Funds to the seven volunteer fire departments within Jefferson County amounting to \$16,792.74 each.
2. Motion: to approve an internal budget transfer of \$2,832.13 in Department 401 from County Commission Travel Funds to Salary, Wages, Taxes, and Retirement to cover the cost of the Social Services Liaison position for the duration of FY25.

Attach supporting documents for request, or request may be denied.

If not attached, explain:

Is equipment needed? Projector Internet/Wi Fi Telephone for conference call

Contact information: David Bound

Email address: DBound@JeffersonCountyWV.org

Phone Number: 304.728.3284

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable



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To: Commissioner Pasha Majdi
Commissioner Jack Hefestay
Commissioner Cara Keys
Commissioner Steve Stolipher
Commissioner Mike Mood

From: David Bound

Date: April 17, 2025

Re: Fiscal Note: WV Governor Granted Fire Protection Funds

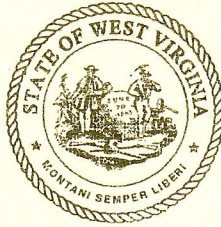
HB 5128 was signed into law, providing \$3 million for County Fire Protection statewide.

Jefferson County was awarded

\$117,549.18

Split evenly as voted by the Jefferson County Fire and Rescue Association
Each of the seven volunteer stations will receive

16,792.74



Jim Justice
Governor of West Virginia

November 15, 2024

Jefferson County Commission
124 E Washington Street
Charles Town, WV 25414

Re: County Fire Protection Funding

Commissioners:

During the most recent Regular Session, we passed HB 5128, which I proudly signed into law. This legislation sets aside \$3,000,000 to the "County Fire Protection Fund" and is a huge win for our courageous firefighters. These funds are to be distributed to those county commissions of counties which have in place a countywide excess levy, or a countywide fee, dedicated to fire or emergency services. The distributions are now being made in strict adherence to the legislation, apportioned relative to each county's population's percentage of the aggregate population of all such qualifying counties combined.

It is with great pleasure that I share the news that your county will be receiving \$117,549.18 from the County Fire Protection Fund.

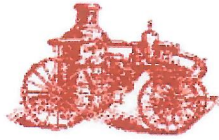
The allocation of these funds underscores the importance of bolstering our fire departments and emergency response teams. These services play an integral role in safeguarding our citizens, properties, and infrastructure. They are the backbone of our community's resilience in times of crisis and everyday emergencies.

From the bottom of my heart, thank you for all you do every day and for always "running to the fire" to ensure the continued safety and security of our communities.

Sincerely,

Jim Justice
Governor

JEFFERSON COUNTY FIRE & RESCUE ASSOCIATION, INC.



Organized 1959

March 5, 2025

Jefferson County Commission,

The Jefferson County Fire & Rescue Association, Inc. voted Tuesday, March 4, 2025, to evenly split the Fire Protection Funding that was issued to the County Commission to be disbursed to the volunteer fire departments in Jefferson County. The total will be divided evenly 7 ways for Friendship Fire Company, Citizens Fire Company, Shepherdstown Fire Department, Independent Fire Company, Blue Ridge Mountain Volunteer Fire Company, Middleway Fire Company, and Bakerton Fire Department. Please let me know should you have any questions regarding this.

Ronnie Shutts

A handwritten signature in blue ink, appearing to read "Ronnie Shutts", written over a faint, larger version of the same signature.

Chairman of the Jefferson County Fire & Rescue Association



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COMMISSIONER

Mike Mood

To: Commissioner Pasha Majdi
Commissioner Jack Hefestay
Commissioner Cara Keys
Commissioner Steve Stolipher
Commissioner Mike Mood

From: David Bound

Date: April 17, 2025

Re: Fiscal Note: Social Services Liaison Funding

The social services liaison position is funded through ARPA with the assistance of Charles Town. Funding for this position, however, will be exhausted on June 13, 2025. \$2,832.13 is needed to fund the position into FY26.

Some funding for this position has been budgeted in FY 26.

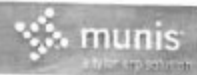
I recommend funding this shortage through an internal budget transfer from County Commission Travel funds.

Travel – County Commissioners	\$4,666.54
Liaison Salary and Wages, Taxes, and Retirement	\$2,832.13

Other sources of funding:

Coal Severance	\$46,350.00
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JEFFERSON COUNTY, WV - PRODUCTION



GENERAL LEDGER DISTRIBUTION JOURNAL: BI-WEEKLY

WARRANT 2521PR

PAY PERIOD 03/23/2025 to 04/05/2025

CHECK DATE 04/11/2025

YEAR 2025 PERIOD 10
 EXPENDITURE ENTRIES
 SHORT DESC PD04112025

GL EFF DATE 04/11/2025
 REFERENCE 2521PR
 REFERENCE2 12521PR

ORG	OBJECT	PROJECT	ORGANIZATION TITLE	ACCOUNT DESCRIPTION	EXPENDITURE
207401	410300	ARP5	COUNTY COMMISSION	EMPLOYEES SALARY AND WAGE	2,417.00
207401	410400	ARP5	COUNTY COMMISSION	FICA TAX	149.85
207401	410401	ARP5	COUNTY COMMISSION	MEDICARE EXPENSE	35.04
207401	410500	ARP5	COUNTY COMMISSION	HEALTH INSURANCE	12.70
207401	410600	ARP5	COUNTY COMMISSION	RETIREMENT	217.53
				FUND TOTALS	2,832.12

Jefferson County Commission

INVOICE

P O Box 208
 Charles Town, WV 25414
 Phone 304.728.3340 Fax 304.728.3279

DATE: 4/11/2025
INVOICE # ARPO4112025
VENDOR # 28297
REMIT # 22

Pay To:

Sheriff of Jefferson County
 Transfer Ck for GenCo

Charles Town, WV 25414

Dept/ Line Item	Description	AMOUNT
	TRANSFER FUNDS AMERICAN RESCUE P/R - 04/11/2025	
	FUND 207.215 American Rescue Fund Wages	\$2,417.00
	FICA EMPLOYER WITHHOLDINGS AMERICAN RESCUE FUND 207.215	149.85
	MEDICARE EMPLOYER WITHHOLDINGS AMERICAN RESCUE FUND 207.215	35.04
	HEALTH, DENTAL, VISION, LIFE AMERICAN RESCUE FUND 207-215	12.70
	PERS EMPLOYER WITHHOLDINGS AMERICAN RESCUE FUND 207.215	217.53
***Fund - 207 (AMERICAN RESCUE FUND)		
Cash Account - 207-101 (AMERICAN RESCUE FUND)		
<i>Approved: Shari Carr</i>		
TOTAL		\$ 2,832.12



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To: Commissioner Pasha Majdi
Commissioner Jack Hefestay
Commissioner Cara Keys
Commissioner Steve Stolipher
Commissioner Mike Mood

From: David Bound

Date: April 17, 2025

Re: Fiscal Note: Legal Fee Reimbursement from Coal Severance

The Commission has received an invoice for legal fees in excess in the amount budgeted for professional services. Request a budget transfer from the Coal Severance fund to the Commission's Professional Services fund to pay a legal expenditure in the amount of \$26,000.

Source of funds:

Coal Severance	\$ 46,350
Amount in the Financial Stabilization fund	\$4,082,655

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Pasha Majdi, commissioner

Department or Organization: Jefferson County Commission

Estimation of amount of time needed for appointment: 10 minutes

Date Requested – 1st Choice: **April 17, 2025**

If a specific date is needed, please provide reason for specific date:

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*):

- **Discussion with counsel regarding planning and development council funding**
- **Grant staffing**

Please provide the County Commission with a description of your request or presentation, including any background information:

Is this a funding request? Y/N

If so, how much? \$

Provide exact financial impact/request:

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):

Attach supporting documents for request, or request may be denied.

If not attached, explain:

Is equipment needed? Projector Y/N Internet/Wi Fi Y/N Telephone for conference call Y/N

Contact information:

Email address: Phone Number:

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

AGENDA REQUEST FORM
www.jeffersoncountywv.org



Name: Edwina Benites-LM

Department or Organization: Administration

Estimation of amount of time needed for appointment: 15 minutes

Date Requested – 1st Choice:

If a specific date is needed, please provide reason for specific date:

Date Requested – 2nd Choice:

Subject (*Wording to be placed on agenda*):

1. Consideration of hiring an abstractor regarding the Historic Courthouse
2. Assign staff to review request for proposals (RFP) responses for building financing
3. Consider matters involving or affecting the construction, planning, purchase, sale, or lease of property for County office space and/ or courthouse space.

Please provide the County Commission with a description of your request or presentation, including any background information:

Is this a funding request? Y/N

If so, how much? \$

Provide exact financial impact/request:

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):

Attach supporting documents for request, or request may be denied.

If not attached, explain:

Is equipment needed? Projector Y/N Internet/Wi Fi Y/N Telephone for conference call Y/N

Contact information:

Email address:

Phone Number:

FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION

not applicable



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VICE PRESIDENT

Mike Mood

COMMISSIONER

Jack Hefestay

COMMISSIONER

Cara Keys

COMMISSIONER

Steve Stolipher

To: Commissioner Pasha Majdi
Commissioner Steve Stolipher
Commissioner Mike Mood
Commissioner Cara Keys
Commissioner Jack Hefestay

From: Edwina Benites-LM, county administrator

Re: County Administrator Report, April 17, 2025

Summary:

1. Consideration of hiring an abstractor regarding the Historic Courthouse
2. Assign staff to review request for proposals (RFP) responses for building financing
3. Consider matters involving or affecting the construction, planning, purchase, sale, or lease of property for County office space and/ or courthouse space.

1. Historic Courthouse:

At the April 4, 2025 Commission meeting, the Commission approved legislative priorities related to the Jefferson County Historic Courthouse. As the County considers future options for the Historic Courthouse, it is important to begin with a clear understanding of the property's title and history. Records may be located in a variety of counties, as Jefferson County was part of Berkeley County until 1801, and both Berkeley and Jefferson counties were originally part of Frederick County, Virginia, until 1772.

Engaging a licensed title abstractor may be a prudent step to evaluate when considering future options for the Historic Courthouse. A professional abstractor can accurately trace the property's history, identify any legal restrictions or encumbrances, and ensure all information is properly documented. Additionally, their work is backed by title insurance, providing the County with an added layer of protection and assurance as it considers decisions regarding the property's future use.

2. Request For Proposals response review

Financing proposals for the Jefferson County Government and Judicial Complex are due by April 25. The county administrator, deputy county administrator, and chief financial officer will review all submissions and prepare a recommendation for Commission approval at the May 1 meeting. We respectfully request that one commissioner participate in the review process alongside staff.

BYLAWS JEFFERSON COUNTY WATER ADVISORY COMMITTEE

ARTICLE I NAME AND PLACE OF BUSINESS

Section 1. Name: Jefferson County Water Advisory Committee, hereinafter referred to as the “WAC.”

ARTICLE II PURPOSE AND COMPLIANCE WITH APPLICABLE LAWS

Section 1. General: The WAC is organized under the Jefferson County resolution approved March 20, 2025.

Section 2. Purpose: The purpose of, and goals for the WAC are to provide recommendations and to be responsive to the Jefferson County Commission regarding Jefferson County’s water availability, quality, and sustainability; the protection of water resources through education concerning good stewardship and best management practices, the promotion of recreational access, and the participation in planning and regional coordination in furtherance these goals.

ARTICLE III MANAGEMENT AND MEMBERSHIP OF THE WAC

Section 1. Membership. The WAC consists of nine (9) voting members:

1. One (1) staff member of the Jefferson County Health Department;
2. One (1) staff member of the Jefferson County Department of Engineering, Planning and Zoning;
3. One (1) staff member of the Charles Town Utility Board;
4. One (1) staff member of the Shepherdstown Water Department;
5. One (1) staff member of Harpers Ferry Water Works;
6. One (1) staff member of Harpers Ferry- Bolivar Public Service District;
7. One (1) staff member of the West Virginia State Department of Environmental Protection;
8. One (1) member of the public; and
9. One (1) county commissioner who will only have voting privileges in the event of a tie.

Section 2. Appointment and Terms of Members. The Jefferson County Commission shall appoint members of the WAC for a period of three (3) years with terms expiring on January 15th. In 2025, the first appointees will be appointed with staggered terms.

A member may be reappointed for such additional terms as the County Commission may deem proper. Successors to vacant positions will serve out the positions' unexpired term before qualifying for a full, three-year term. Members in office at the expiration of their term shall continue to serve until a successor has been appointed and qualified.

The County Commission representative's term will expire on January 1 annually. All members must be approved by the County Commission and sworn in by the County Clerk before they can make motions or vote in any WAC meeting or attend executive sessions.

Section 4. Resignation or Removal of Members. If a member of the WAC resigns, the President or Vice President of WAC shall immediately notify the County Commission and request the appointment of a qualified person to fill the vacancy left by the resigning member. The County Commission may remove any member of the WAC by an order duly entered of record and may appoint a successor member for any member so removed.

Section 5. Vacancies. If requested to do so by the County Commission, the members shall recommend to the County Commission the names of qualified persons for appointment to fill either pending or existing vacancies in the membership.

ARTICLE IV MEETINGS OF THE WAC MEMBERS

Section 1. Time and Place. The WAC members shall meet on the third Tuesday of each month at 3:00 pm at the office of the Jefferson County Commission meeting room and virtually or at a place and time otherwise designated for the meeting. If the meeting day falls on a legal holiday, the meeting shall be held the following day or another day designated.

Section 2. Quorum. A majority of appointed board seats constituting five (5) of the WAC members will constitute a quorum and no action of the WAC shall be official unless authorized by a quorum at a regular or special meeting.

Section 3. Voting. Each member of the WAC present, in-person or virtually, shall have one vote on each matter under consideration by the WAC. The Commission representative will only have the ability to vote in the event of a tie.

Section 4. Special Meetings. Special meetings of the WAC may be called by the President of the WAC.

Section 6. Meeting Notice. Notice shall be provided at least three (3) business days before a regularly scheduled meeting date, and at least seven (7) calendar days before a special meeting.

The meeting notice will also be provided to the Jefferson County Commission at the same time members are notified and should be published by Commission staff in a practice consistent with Jefferson County Commission public meetings.

Section 7. Agenda. The President shall prepare and send the meeting agenda. A member who wishes to include an item on the agenda shall notify the President at least seven (7) calendar days before a regularly scheduled meeting.

Section 8. Meeting Format. The format for all regular meetings of the WAC members shall be as follows:

- I. Call to Order
- II. Determination of Members Present and Existence of a Quorum
- III. Public Comment Period
- IV. Review/ Approve Minutes
- V. Old Business
- VI. New Business
- VII. Member Comment
- VIII. Adjournment

Nothing in the above format precludes adding items to or deleting specific items from the agenda, including but not limited to executive sessions as authorized by the West Virginia Open Meetings Act.

All meetings shall be conducted according to Robert's Rules of Order and in accordance with the West Virginia Open Governmental Proceedings Act.

ARTICLE V CONFIDENTIALITY OF EXECUTIVE SESSION

Section 1. Executive Session. An executive session may be called by a majority vote of the members present for purposes of discussing such matters as are authorized in executive session by public agencies pursuant to West Virginia Code § 6-9A-4, *Exceptions*.

ARTICLE VI OFFICERS

Section 1. Officers. The officers of the WAC shall be the President, Vice President, and Secretary. Each officer must be a member of the WAC.

Section 2. Election of Officers. Annually, all officers of the WAC shall be elected by the members at the WAC's January regularly scheduled meeting. Officers shall serve until the next annual election and until their successors are duly elected and qualified. Officers may be reelected for successive terms.

Section 3. Officer Vacancies. Any vacancy occurring among the officers shall be filled by a vote of the membership at the first available regular or special meeting of the WAC.

ARTICLE VII DUTIES OF OFFICERS

Section 1. President. The President shall preside as chair at all meetings of the membership of the WAC. The President shall attend to the executive business of the WAC and exercise such powers as may be conferred by the members and by these bylaws.

Section 2. Vice President. If the President is absent or for any reason or unable to discharge any of the duties of the office, then the same shall be discharged by the Vice President or in the absence of the Vice President, by any remaining officer.

Section 3. Secretary. The Secretary of the WAC shall be its recording officer and shall, when practicable, be present at all meetings of the members, and shall keep or cause to be kept a regular record of the proceedings of such meetings. The Secretary shall sign the minutes of the meetings. The Secretary shall have charge of the minutes, be the custodian of deeds and other important writings and papers of the Authority, and shall also perform such other duties as the office may have under law or as may be conferred from time to time by the membership. Minutes of the meetings of the Authority may be taken by a person other than a member of the Authority at the discretion of the Secretary.

Funds shall be expended following Jefferson County Commission Finance Policies and guidance of the West Virginia State Auditor.

ARTICLE VIII AMENDMENTS

Section 1. Amendments. These bylaws may be amended at any regular or special meeting of the WAC by a two-thirds vote of the entire membership; provided, however, that written notice, shall be sent in accordance with Article IV Section 8 of these bylaws. The written notice shall provide the proposed amendment and be given to each member at least 10 days prior to the regular or special meeting at which the proposed amendment will be considered.

Section 2. Approval by the County Commission. Bylaws changes shall be submitted to members of the Jefferson County Commission for their approval after the adoption by the WAC. Bylaw amendments shall become effective by final approval of the Jefferson County Commission.

Approved: March 20, 2025

Pasha Madji
President, Jefferson County Commission

BYLAWS

JEFFERSON COUNTY WATER ADVISORY COMMITTEE

ARTICLE I NAME AND PLACE OF BUSINESS

Section 1. Name: Jefferson County Water Advisory Committee, hereinafter referred to as the “WAC.”

ARTICLE II PURPOSE AND COMPLIANCE WITH APPLICABLE LAWS

Section 1. General: The WAC is organized under the Jefferson County resolution approved April 17, 2025.

Section 2. Purpose: The purpose of, and goals for the WAC are to provide recommendations and to be responsive to the Jefferson County Commission regarding Jefferson County’s water availability, quality, and sustainability; the protection of water resources through education concerning good stewardship and best management practices, the promotion of recreational access, and the participation in planning and regional coordination in furtherance these goals.

ARTICLE III MANAGEMENT AND MEMBERSHIP OF THE WAC

Section 1. Membership. The WAC consists of eleven (11) voting members:

1. One (1) staff member of the Jefferson County Health Department;
2. One (1) staff member of the Jefferson County Department of Engineering, Planning and Zoning;
3. One (1) staff member of the Charles Town Utility Board;
4. One (1) staff member of the Shepherdstown Water Department;
5. One (1) staff member of Harpers Ferry Water Works;
6. One (1) staff member of Harpers Ferry- Bolivar Public Service District;
7. One (1) staff member of the West Virginia State Department of Environmental Protection;
8. Three (3) members of the public (qualifications for appointment to include professional experience in the areas of natural resources, hydrogeology and/or grantwriting); and
9. One (1) county commissioner who will have full voting privileges.

Section 2. Appointment and Terms of Members. The Jefferson County Commission shall appoint members of the WAC for a period of three (3) years with terms expiring on January 15th. In 2025, the first appointees will be appointed with staggered terms.

A member may be reappointed for such additional terms as the County Commission may deem proper. Successors to vacant positions will serve out the positions' unexpired term before qualifying for a full, three-year term. Members in office at the expiration of their term shall continue to serve until a successor has been appointed and qualified.

The County Commission representative's term will expire on January 1 annually. All members must be approved by the County Commission and sworn in by the County Clerk before they can make motions or vote in any WAC meeting or attend executive sessions.

Section 4. Resignation or Removal of Members. If a member of the WAC resigns, the President or Vice President of WAC shall immediately notify the County Commission and request the appointment of a qualified person to fill the vacancy left by the resigning member. The County Commission may remove any member of the WAC by an order duly entered of record and may appoint a successor member for any member so removed.

Section 5. Vacancies. If requested to do so by the County Commission, the members shall recommend to the County Commission the names of qualified persons for appointment to fill either pending or existing vacancies in the membership.

ARTICLE IV MEETINGS OF THE WAC MEMBERS

Section 1. Time and Place. The WAC members shall meet on the third Tuesday of each month at 3:00 pm at the office of the Jefferson County Commission meeting room and virtually or at a place and time otherwise designated for the meeting. If the meeting day falls on a legal holiday, the meeting shall be held the following day or another day designated.

Section 2. Quorum. A majority of appointed board seats constituting five (5) of the WAC members will constitute a quorum and no action of the WAC shall be official unless authorized by a quorum at a regular or special meeting.

Section 3. Voting. Each member of the WAC present, in-person or virtually, shall have one vote on each matter under consideration by the WAC. The Commission representative will only have the ability to vote in the event of a tie.

Section 4. Special Meetings. Special meetings of the WAC may be called by the President of the WAC.

Section 6. Meeting Notice. Notice shall be provided at least three (3) business days before a regularly scheduled meeting date, and at least seven (7) calendar days before a special meeting.

The meeting notice will also be provided to the Jefferson County Commission at the same time members are notified and should be published by Commission staff in a practice consistent with Jefferson County Commission public meetings.

Section 7. Agenda. The President shall prepare and send the meeting agenda. A member who wishes to include an item on the agenda shall notify the President at least seven (7) calendar days before a regularly scheduled meeting.

Section 8. Meeting Format. The format for all regular meetings of the WAC members shall be as follows:

- I. Call to Order
- II. Determination of Members Present and Existence of a Quorum
- III. Public Comment Period
- IV. Review/ Approve Minutes
- V. Old Business
- VI. New Business
- VII. Member Comment
- VIII. Adjournment

Nothing in the above format precludes adding items to or deleting specific items from the agenda, including but not limited to executive sessions as authorized by the West Virginia Open Meetings Act.

All meetings shall be conducted according to Robert's Rules of Order and in accordance with the West Virginia Open Governmental Proceedings Act.

ARTICLE V CONFIDENTIALITY OF EXECUTIVE SESSION

Section 1. Executive Session. An executive session may be called by a majority vote of the members present for purposes of discussing such matters as are authorized in executive session by public agencies pursuant to West Virginia Code § 6-9A-4, *Exceptions*.

ARTICLE VI OFFICERS

Section 1. Officers. The officers of the WAC shall be the President, Vice President, and Secretary. Each officer must be a member of the WAC.

Section 2. Election of Officers. Annually, all officers of the WAC shall be elected by the members at the WAC's January regularly scheduled meeting. Officers shall serve until the next annual election and until their successors are duly elected and qualified. Officers may be reelected for successive terms.

Section 3. Officer Vacancies. Any vacancy occurring among the officers shall be filled by a vote of the membership at the first available regular or special meeting of the WAC.

ARTICLE VII DUTIES OF OFFICERS

Section 1. President. The President shall preside as chair at all meetings of the membership of the WAC. The President shall attend to the executive business of the WAC and exercise such powers as may be conferred by the members and by these bylaws.

Section 2. Vice President. If the President is absent or for any reason or unable to discharge any of the duties of the office, then the same shall be discharged by the Vice President or in the absence of the Vice President, by any remaining officer.

Section 3. Secretary. The Secretary of the WAC shall be its recording officer and shall, when practicable, be present at all meetings of the members, and shall keep or cause to be kept a regular record of the proceedings of such meetings. The Secretary shall sign the minutes of the meetings. The Secretary shall have charge of the minutes, be the custodian of deeds and other important writings and papers of the Authority, and shall also perform such other duties as the office may have under law or as may be conferred from time to time by the membership. Minutes of the meetings of the Authority may be taken by a person other than a member of the Authority at the discretion of the Secretary.

Funds shall be expended following Jefferson County Commission Finance Policies and guidance of the West Virginia State Auditor.

ARTICLE VIII AMENDMENTS

Section 1. Amendments. These bylaws may be amended at any regular or special meeting of the WAC by a two-thirds vote of the entire membership; provided, however, that written notice, shall be sent in accordance with Article IV Section 8 of these bylaws. The written notice shall provide the proposed amendment and be given to each member at least 10 days prior to the regular or special meeting at which the proposed amendment will be considered.

Section 2. Approval by the County Commission. Bylaws changes shall be submitted to members of the Jefferson County Commission for their approval after the adoption by the WAC. Bylaw amendments shall become effective by final approval of the Jefferson County Commission.

Approved: April 17, 2025

Pasha Madji
President, Jefferson County Commission

BYLAWS

JEFFERSON COUNTY WATER ADVISORY COMMITTEE

ARTICLE I

NAME AND PLACE OF BUSINESS

Section 1. Name: Jefferson County Water Advisory Committee, hereinafter referred to as the “WAC.”

ARTICLE II

PURPOSE AND COMPLIANCE WITH APPLICABLE LAWS

Section 1. General: The WAC is organized under the Jefferson County resolution approved ~~March 20~~April 17, 2025.

Section 2. Purpose: The purpose of, and goals for the WAC are to provide recommendations and to be responsive to the Jefferson County Commission regarding Jefferson County’s water availability, quality, and sustainability; the protection of water resources through education concerning good stewardship and best management practices, the promotion of recreational access, and the participation in planning and regional coordination in furtherance these goals.

ARTICLE III

MANAGEMENT AND MEMBERSHIP OF THE WAC

Section 1. Membership. The WAC consists of ~~nine (9)~~eleven (11) voting members:

1. One (1) staff member of the Jefferson County Health Department;
2. One (1) staff member of the Jefferson County Department of Engineering, Planning and Zoning;
3. One (1) staff member of the Charles Town Utility Board;
4. One (1) staff member of the Shepherdstown Water Department;
5. One (1) staff member of Harpers Ferry Water Works;
6. One (1) staff member of Harpers Ferry- Bolivar Public Service District;
7. One (1) staff member of the West Virginia State Department of Environmental Protection;
- ~~8. One (1) member of the public; and~~
8. Three (3) members of the public (qualifications for appointment to include professional experience in the areas of natural resources, hydrogeology and/or grant writing); and
9. One (1) county commissioner who will ~~only~~ have full voting privileges ~~in the event of a tie.~~

Section 2. Appointment and Terms of Members. The Jefferson County Commission shall appoint members of the WAC for a period of three (3) years with terms expiring on January 15th. In 2025, the first appointees will be appointed with staggered terms.

A member may be reappointed for such additional terms as the County Commission may deem proper. Successors to vacant positions will serve out the positions' unexpired term before qualifying for a full, three-year term. Members in office at the expiration of their term shall continue to serve until a successor has been appointed and qualified.

The County Commission representative's term will expire on January 1 annually. All members must be approved by the County Commission and sworn in by the County Clerk before they can make motions or vote in any WAC meeting or attend executive sessions.

Section 4. Resignation or Removal of Members. If a member of the WAC resigns, the President or Vice President of WAC shall immediately notify the County Commission and request the appointment of a qualified person to fill the vacancy left by the resigning member. The County Commission may remove any member of the WAC by an order duly entered of record and may appoint a successor member for any member so removed.

Section 5. Vacancies. If requested to do so by the County Commission, the members shall recommend to the County Commission the names of qualified persons for appointment to fill either pending or existing vacancies in the membership.

ARTICLE IV MEETINGS OF THE WAC MEMBERS

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Section 2. Quorum. A majority of appointed board seats constituting five (5) of the WAC members will constitute a quorum and no action of the WAC shall be official unless authorized by a quorum at a regular or special meeting.

Section 3. Voting. Each member of the WAC present, in-person or virtually, shall have one vote on each matter under consideration by the WAC. The Commission representative will only have the ability to vote in the event of a tie.

Section 4. Special Meetings. Special meetings of the WAC may be called by the President of the WAC.

Section 6. Meeting Notice. Notice shall be provided at least three (3) business days before a regularly scheduled meeting date, and at least seven (7) calendar days before a special meeting.

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ARTICLE V CONFIDENTIALITY OF EXECUTIVE SESSION

Section 1. Executive Session. An executive session may be called by a majority vote of the members present for purposes of discussing such matters as are authorized in executive session by public agencies pursuant to West Virginia Code § 6-9A-4, *Exceptions*.

ARTICLE VI OFFICERS

Section 1. Officers. The officers of the WAC shall be the President, Vice President, and Secretary. Each officer must be a member of the WAC.

Section 2. Election of Officers. Annually, all officers of the WAC shall be elected by the members at the WAC's January regularly scheduled meeting. Officers shall serve until the next annual election and until their successors are duly elected and qualified. Officers may be reelected for successive terms.

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Section 1. President. The President shall preside as chair at all meetings of the membership of the WAC. The President shall attend to the executive business of the WAC and exercise such powers as may be conferred by the members and by these bylaws.

Section 2. Vice President. If the President is absent or for any reason or unable to discharge any of the duties of the office, then the same shall be discharged by the Vice President or in the absence of the Vice President, by any remaining officer.

Section 3. Secretary. The Secretary of the WAC shall be its recording officer and shall, when practicable, be present at all meetings of the members, and shall keep or cause to be kept a regular record of the proceedings of such meetings. The Secretary shall sign the minutes of the meetings. The Secretary shall have charge of the minutes, be the custodian of deeds and other important writings and papers of the Authority, and shall also perform such other duties as the office may have under law or as may be conferred from time to time by the membership. Minutes of the meetings of the Authority may be taken by a person other than a member of the Authority at the discretion of the Secretary.

Funds shall be expended following Jefferson County Commission Finance Policies and guidance of the West Virginia State Auditor.

ARTICLE VIII AMENDMENTS

Section 1. Amendments. These bylaws may be amended at any regular or special meeting of the WAC by a two-thirds vote of the entire membership; provided, however, that written notice, shall be sent in accordance with Article IV Section 8 of these bylaws. The written notice shall provide the proposed amendment and be given to each member at least 10 days prior to the regular or special meeting at which the proposed amendment will be considered.

Section 2. Approval by the County Commission. Bylaws changes shall be submitted to members of the Jefferson County Commission for their approval after the adoption by the WAC. Bylaw amendments shall become effective by final approval of the Jefferson County Commission.

| Approved: ~~March 20~~April 17, 2025

Pasha Madji
President, Jefferson County Commission



Asim Z. Haque
SVP, Governmental & Member Services
Asim.Haque@pjm.com
610.666.4520

PJM Interconnection
2750 Monroe Blvd.
Audubon, PA 19403

April 10, 2025

The Honorable Pasha Majdi
Jefferson County Commission
124 E. Washington St.
Charles Town, WV 25414

Dear President Majdi:

Thank you for your correspondence and invitation. I can certainly appreciate the challenging position that you and your colleagues on the Jefferson County Commission find yourselves in regarding the proposed development of high voltage transmission lines in your county. I am a former utility regulator from Ohio who was responsible for the siting of electricity infrastructure, and so I can appreciate the concerns raised in your correspondence.

PJM plans and operates the bulk electric grid for 13 states and Washington, DC. We are an independent, federally regulated organization that operates as an effective nonprofit. We do not have shareholders and we are not concerned about the concept of earnings. This allows us to focus on our mission as mandated by the federal government, which is to maintain the reliability of the regional power grid. We leverage competition to try and do this affordably.

When PJM identifies transmission needs, we open competitive planning “windows” so that transmission owners and other developers can submit proposed solutions they’ve designed through a competitive process. The potential solutions are discussed in our public stakeholder process setting. When a solution is selected and approved by the PJM Board of Managers, the developer will work with affected property owners and state/local government to craft a proposal for the line’s ultimate route. That proposal is then filed with the West Virginia Public Service Commission who has ultimate authority over whether to provide approval for the line’s route.

PJM operates in 14 states/jurisdictions and our footprint encompasses more than 300 counties. While we will certainly attempt to be responsive to any requests for information that you might have, we are not staffed to attend meetings at the local level for the transmission projects that we approve. Please know that transmission developers that are selected by PJM to fulfill the identified electricity needs are deeply experienced and will work with affected landowners and all levels of state government throughout the planning and development phases of the subject line.

Again, I thank you for your correspondence.

Sincerely,

A handwritten signature in black ink, appearing to read 'A Z Haque'.

Asim Z. Haque
SVP, Governmental & Member Services
PJM Interconnection, L.L.C.

Working to Perfect the Flow of Energy

610.666.8980 | www.pjm.com

Lynn Dillow

From: Beth Rosenberg <brosenberg@frontiernet.net>
Sent: Tuesday, April 1, 2025 9:26 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

- Nearly half of the board should not be staff from municipal utilities.
- Municipal utilities and the planning department staff do not represent the concerns of county citizens living on wells.
- If the Commission feels strongly, make the staff members advisory non-voting members of the committee.

Change the requirement for hydrogeology expertise to apply to fewer than half of the members of the board.

- It may be appropriate to require some of the members of the water advisory board to have expertise in hydrogeology.
- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

Respectfully Submitted,
Beth Rosenberg

--

Beth Rosenberg
brosenberg@frontiernet.net

Lynn Dillow

From: Kimberly Davis <kimmercd@frontiernet.net>
Sent: Monday, March 31, 2025 6:33 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissions

Dear Commissioners,

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

Please reconsider this policy to increase transparency and accountability

- Require that open positions be advertised for at least two weeks prior to the due date for the applications.
- Require that openings be advertised on the County Website, County social media accounts (twice, once at least two weeks before and once one week before the due date for applications), County Email alert system (twice, once at least two weeks before and once one week before the due date for applications), and the County Paper of record The Spirit of Jefferson (Twice, with the first at least two weeks prior to the application due date and one no more than 10 days before the due dates).

Thank you for accepting my comments as you consider this policy.

--
Kimberly Davis
kimmercd@frontiernet.net

Lynn Dillow

From: Brown Truslow <btruslow@gmail.com>
Sent: Monday, March 31, 2025 8:27 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissions

Dear Commissioners,

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

Please reconsider this policy to increase transparency and accountability

- Require that open positions be advertised for at least two weeks prior to the due date for the applications.
- Require that openings be advertised on the County Website, County social media accounts (twice, once at least two weeks before and once one week before the due date for applications), County Email alert system (twice, once at least two weeks before and once one week before the due date for applications), and the County Paper of record The Spirit of Jefferson (Twice, with the first at least two weeks prior to the application due date and one no more than 10 days before the due dates).

Thank you for accepting my comments as you consider this policy.

--

Brown Truslow
btruslow@gmail.com

Lynn Dillow

From: Lisa Payne <lisagpayne@comcast.net>
Sent: Monday, March 31, 2025 6:43 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept my comments on the new bylaws of the Jefferson County Water Advisory Committee.

I urge you to keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

However, if you are proceeding with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not just staff, for reasons noted below:

- Less than half of the board should not be staff from municipal utilities.
- Municipal utilities and the planning department staff do not represent the concerns of county citizens living on wells. Failure to include members using private wells excludes an important and significant portion of those of us here in Jefferson County.
- If the Commission feels strongly, make the staff members advisory, non-voting members of the committee.

Please change the requirement for hydrogeology expertise to apply to fewer than half of the members of the board.

- It may be appropriate to require some of the members of the water advisory board to have expertise in hydrogeology, however there are others without such backgrounds that should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water. Farmers, private and municipal well owners know details about the water quality and quantity directly impacting them. Because the county does not appear to have the staff and/or resources to conduct multi-year, comprehensive, county-wide water studies of its groundwater resources, it therefore relies on information and data from well owners.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

Respectfully submitted,

Lisa G. Payne

--

Lisa Payne
lisagpayne@comcast.net

Lynn Dillow

From: Lisa Payne <lisagpayne@comcast.net>
Sent: Monday, March 31, 2025 6:22 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissions

Dear Commissioners,

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

I am asking you to please reconsider this policy and to increase transparency and accountability. The County Commission has the power, as elected officials, to appoint citizens to various boards and other positions. This is as it should be. However, it is highly unusual, and signals the County Commission only appoints those who are friends or were major donors to their winning a seat on the commission, Although political patronage is not uncommon in many jurisdictions, it creates echo chambers, limits opportunities for those with valuable knowledge or skills from applying and unnecessarily tarnishes the reputation of a county with a history of including good candidates for appointments and positions.

I urge you to reimplement the following:

- Require that open positions be advertised for at least two weeks prior to the due date for the applications.
- Require that openings be advertised on the County Website, County social media accounts (twice, once at least two weeks before and once one week before the due date for applications), County Email alert system (twice, once at least two weeks before and once one week before the due date for applications), and the County Paper of record The Spirit of Jefferson (Twice, with the first at least two weeks prior to the application due date and one no more than 10 days before the due dates).

Thank you for accepting my comments as you consider this policy.

--

Lisa Payne
lisagpayne@comcast.net

Lynn Dillow

From: Barb Johnson <barbj530@gmail.com>
Sent: Monday, March 31, 2025 6:09 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

- Nearly half of the board should not be staff from municipal utilities.
- Municipal utilities and the planning department staff do not represent the concerns of county citizens living on wells.
- If the Commission feels strongly, make the staff members advisory non-voting members of the committee.

Change the requirement for hydrogeology expertise to apply to fewer than half of the members of the board.

- It may be appropriate to require some of the members of the water advisory board to have expertise in hydrogeology.
- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Barb Johnson
barbj530@gmail.com

Lynn Dillow

From: Barb Johnson <barbj530@gmail.com>
Sent: Monday, March 31, 2025 6:07 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissio

Dear Commissioners,

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

Please reconsider this policy to increase transparency and accountability

- Require that open positions be advertised for at least two weeks prior to the due date for the applications.
- Require that openings be advertised on the County Website, County social media accounts (twice, once at least two weeks before and once one week before the due date for applications), County Email alert system (twice, once at least two weeks before and once one week before the due date for applications), and the County Paper of record The Spirit of Jefferson (Twice, with the first at least two weeks prior to the application due date and one no more than 10 days before the due dates).

Thank you for accepting my comments as you consider this policy.

--

Barb Johnson
barbj530@gmail.com

Lynn Dillow

From: Michael Simms <msimms7727@outlook.com>
Sent: Monday, March 31, 2025 5:52 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissions

Dear Commissioners,

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

Please reconsider this policy to increase transparency and accountability

- Require that open positions be advertised for at least two weeks prior to the due date for the applications.
- Require that openings be advertised on the County Website, County social media accounts (twice, once at least two weeks before and once one week before the due date for applications), County Email alert system (twice, once at least two weeks before and once one week before the due date for applications), and the County Paper of record The Spirit of Jefferson (Twice, with the first at least two weeks prior to the application due date and one no more than 10 days before the due dates).

Thank you for accepting my comments as you consider this policy.

--

Michael Simms
msimms7727@outlook.com

Lynn Dillow

From: Theresa Shirley <teshirley55@gmail.com>
Sent: Thursday, April 3, 2025 12:55 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

- Nearly half of the board should not be staff from municipal utilities.
- Municipal utilities and the planning department staff do not represent the concerns of county citizens living on wells.
- If the Commission feels strongly, make the staff members advisory non-voting members of the committee.

Change the requirement for hydrogeology expertise to apply to fewer than half of the members of the board.

- It may be appropriate to require some of the members of the water advisory board to have expertise in hydrogeology.
- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Theresa Shirley
teshirley55@gmail.com

Lynn Dillow

From: Stacy Chapman <tron1217@aol.com>
Sent: Thursday, April 3, 2025 7:44 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissions

Dear Commissioners,

Planning Commissioners,

Thank you for serving the community and accepting my comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

Please reconsider this policy to increase transparency and accountability and require that open positions be advertised for at least two weeks prior to the due date for the applications. Also, please require that openings be advertised on the County Website, County social media accounts (twice, once at least two weeks before and once one week before the due date for applications), County Email alert system (twice, once at least two weeks before and once one week before the due date for applications), and the County Paper of record The Spirit of Jefferson (Twice, with the first at least two weeks prior to the application due date and one no more than 10 days before the due dates).

Jefferson County is growing and we are experiencing growing pains throughout the county. I am advocating for responsible and reasonable growth. Growth that respects the citizens. Having voices of varied citizens throughout the administrative process is crucial to making informed and educated decisions. Without adequate notice, the citizens do not have the opportunity to participate in the process at the highest levels. I am asking for you to support transparency and accountability by reconsidering the new policy.

Respectfully,
Stacy Chapman

--
Stacy Chapman
tron1217@aol.com

Lynn Dillow

From: Theresa Stogner <theresastogner@gmail.com>
Sent: Thursday, April 3, 2025 6:55 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

- Nearly half of the board should not be staff from municipal utilities.
- Municipal utilities and the planning department staff do not represent the concerns of county citizens living on wells.
- If the Commission feels strongly, make the staff members advisory non-voting members of the committee.

Change the requirement for hydrogeology expertise to apply to fewer than half of the members of the board.

- It may be appropriate to require some of the members of the water advisory board to have expertise in hydrogeology.
- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

Regards,
Theresa Stogner
27 Devonshire Dr.
Charles Town, WV

--

Theresa Stogner
theresastogner@gmail.com

Lynn Dillow

From: Margaret Liskey <mliskey98@gmail.com>
Sent: Wednesday, April 2, 2025 11:09 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissions

Dear Commissioners,

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

Please reconsider this policy to increase transparency and accountability

- Require that open positions be advertised for at least two weeks prior to the due date for the applications.
- Require that openings be advertised on the County Website, County social media accounts (twice, once at least two weeks before and once one week before the due date for applications), County Email alert system (twice, once at least two weeks before and once one week before the due date for applications), and the County Paper of record The Spirit of Jefferson (Twice, with the first at least two weeks prior to the application due date and one no more than 10 days before the due dates).

Thank you for accepting my comments as you consider this policy.

--
Margaret Liskey
mliskey98@gmail.com

Lynn Dillow

From: Margaret Liskey <mliskey98@gmail.com>
Sent: Wednesday, April 2, 2025 10:52 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Commissioners,

Just as the Charles Town utility board has their own citizen/payee based board to offer input, those of us on farm/dwelling wells would like to be members of the county water advisory committee to express out interests and concerns.

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

- Nearly half of the board should not be staff from municipal utilities.
- Municipal utilities and the planning department staff do not represent the concerns of county citizens living on wells.
- If the Commission feels strongly, make the staff members advisory non-voting members of the committee.

Change the requirement for hydrogeology expertise to apply to fewer than half of the members of the board.

- It may be appropriate to require some of the members of the water advisory board to have expertise in hydrogeology.
- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Margaret Liskey
mliskey98@gmail.com

Lynn Dillow

From: Stacy Chapman <Tron1217@aol.com>
Sent: Wednesday, April 2, 2025 10:33 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Planning Commissioners,

I am writing to you about the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

- Nearly half of the board should not be staff from municipal utilities.
- Municipal utilities and the planning department staff do not represent the concerns of county citizens living on wells.
- If the Commission feels strongly, make the staff members advisory non-voting members of the committee.

Change the requirement for hydrogeology expertise to apply to fewer than half of the members of the board.

- It may be appropriate to require some of the members of the water advisory board to have expertise in hydrogeology.
- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology.

Water is a shared resource that is vital to our lives. Please consider that the citizens using the water have a voice in the process.

Respectfully,
Stacy Chapman

--
Stacy Chapman
Tron1217@aol.com

Lynn Dillow

From: Sharon Wilt <sw25442@aol.com>
Sent: Wednesday, April 2, 2025 8:35 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

- Nearly half of the board should not be staff from municipal utilities.
- Municipal utilities and the planning department staff do not represent the concerns of county citizens living on wells.
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Change the requirement for hydrogeology expertise to apply to fewer than half of the members of the board.

- It may be appropriate to require some of the members of the water advisory board to have expertise in hydrogeology.
- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.
Respectful Sharon Wilt

--

Sharon Wilt
sw25442@aol.com

Lynn Dillow

From: Barbara Smith <bsmith1830@gmail.com>
Sent: Wednesday, April 2, 2025 8:00 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

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- It may be appropriate to require some of the members of the water advisory board to have expertise in hydrogeology.
- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Barbara Smith
bsmith1830@gmail.com

Lynn Dillow

From: Kathy Jones <kathyajones75@gmail.com>
Sent: Wednesday, April 2, 2025 7:52 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissions

Dear Commissioners,

Not giving ample notification of vacancies seems like someone is trying to hide something or trying to pad things with people only they want.....there needs to be a standard that is consistently followed.

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

Please reconsider this policy to increase transparency and accountability

- Require that open positions be advertised for at least two weeks prior to the due date for the applications.
- Require that openings be advertised on the County Website, County social media accounts (twice, once at least two weeks before and once one week before the due date for applications), County Email alert system (twice, once at least two weeks before and once one week before the due date for applications), and the County Paper of record The Spirit of Jefferson (Twice, with the first at least two weeks prior to the application due date and one no more than 10 days before the due dates).

Thank you for accepting my comments as you consider this policy.

--

Kathy Jones
kathyajones75@gmail.com

Lynn Dillow

From: Kathy Jones <kathyajones75@gmail.com>
Sent: Wednesday, April 2, 2025 7:47 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

I am really growing tired of hearing that the county commission is trying to change things that should not be changed. As someone who holds a masters degree and owns my own private practice, I would be more than happy to volunteer my time on the Water Advisory Committee if you were to utilize residents of the county.

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

- Nearly half of the board should not be staff from municipal utilities.
- Municipal utilities and the planning department staff do not represent the concerns of county citizens living on wells.
- If the Commission feels strongly, make the staff members advisory non-voting members of the committee.

Change the requirement for hydrogeology expertise to apply to fewer than half of the members of the board.

- It may be appropriate to require some of the members of the water advisory board to have expertise in hydrogeology.
- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--
Kathy Jones
kathyajones75@gmail.com

Lynn Dillow

From: Michelle Peake <Mpeakeredwood@gmail.com>
Sent: Wednesday, April 2, 2025 6:47 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissio

Dear Commissioners,

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

Please reconsider this policy to increase transparency and accountability

- Require that open positions be advertised for at least two weeks prior to the due date for the applications.
- Require that openings be advertised on the County Website, County social media accounts (twice, once at least two weeks before and once one week before the due date for applications), County Email alert system (twice, once at least two weeks before and once one week before the due date for applications), and the County Paper of record The Spirit of Jefferson (Twice, with the first at least two weeks prior to the application due date and one no more than 10 days before the due dates).

Thank you for accepting my comments as you consider this policy.

--
Michelle Peake
Mpeakeredwood@gmail.com

Lynn Dillow

From: Molly Sutter <mollysutter@gmail.com>
Sent: Wednesday, April 2, 2025 5:18 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff. I am a local resident who is willing to be more involved in our local government-- I believe there are a lot of us out here who want to be involved in protecting our county.

- Nearly half of the board should not be staff from municipal utilities.
- Municipal utilities and the planning department staff do not represent the concerns of county citizens living on wells.
- If the Commission feels strongly, make the staff members advisory non-voting members of the committee.

Change the requirement for hydrogeology expertise to apply to fewer than half of the members of the board.

- It may be appropriate to require some of the members of the water advisory board to have expertise in hydrogeology.
- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Molly Sutter
mollysutter@gmail.com

Lynn Dillow

From: Molly Sutter <mollyasutter@gmail.com>
Sent: Wednesday, April 2, 2025 5:16 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissions

Dear Commissioners,

As a young person who is a resident of Jefferson County, I am excited to be engaged with my local government. We should be striving to make active participation in our local government easier, not more difficult. We need transparency, not obfuscation.

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

Please reconsider this policy to increase transparency and accountability

- Require that open positions be advertised for at least two weeks prior to the due date for the applications.
- Require that openings be advertised on the County Website, County social media accounts (twice, once at least two weeks before and once one week before the due date for applications), County Email alert system (twice, once at least two weeks before and once one week before the due date for applications), and the County Paper of record The Spirit of Jefferson (Twice, with the first at least two weeks prior to the application due date and one no more than 10 days before the due dates).

Thank you for accepting my comments as you consider this policy.

--
Molly Sutter
mollyasutter@gmail.com

Lynn Dillow

From: Susan W Topping <susan.w.topping@gmail.com>
Sent: Wednesday, April 2, 2025 4:12 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissions

Dear Commissioners,

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

Please reconsider this policy to increase transparency and accountability

- Require that open positions be advertised for at least two weeks prior to the due date for the applications.
- Require that openings be advertised on the County Website, County social media accounts (twice, once at least two weeks before and once one week before the due date for applications), County Email alert system (twice, once at least two weeks before and once one week before the due date for applications), and the County Paper of record The Spirit of Jefferson (Twice, with the first at least two weeks prior to the application due date and one no more than 10 days before the due dates).

Thank you for accepting my comments as you consider this policy.

Regards,

Sue

Susan W Topping. CRNA (Retired)

--

Susan W Topping
susan.w.topping@gmail.com

Lynn Dillow

From: Kendra Clark <Kendrarsc@hotmail.com>
Sent: Monday, April 7, 2025 9:11 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissions

Dear Commissioners,

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

Please reconsider this policy to increase transparency and accountability

- Require that open positions be advertised for at least two weeks prior to the due date for the applications.
- Require that openings be advertised on the County Website, County social media accounts (twice, once at least two weeks before and once one week before the due date for applications), County Email alert system (twice, once at least two weeks before and once one week before the due date for applications), and the County Paper of record The Spirit of Jefferson (Twice, with the first at least two weeks prior to the application due date and one no more than 10 days before the due dates).

Thank you for accepting my comments as you consider this policy.

--

Kendra Clark
Kendrarsc@hotmail.com

Lynn Dillow

From: Kendra Clark <Kendrarsc@hotmail.com>
Sent: Monday, April 7, 2025 9:06 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

- Nearly half of the board should not be staff from municipal utilities.
- Municipal utilities and the planning department staff do not represent the concerns of county citizens living on wells.
- If the Commission feels strongly, make the staff members advisory non-voting members of the committee.

Change the requirement for hydrogeology expertise to apply to fewer than half of the members of the board.

- It may be appropriate to require some of the members of the water advisory board to have expertise in hydrogeology.
- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Kendra Clark
Kendrarsc@hotmail.com

Lynn Dillow

From: Constance Hoffman <conniehillhoffman@gmail.com>
Sent: Monday, April 7, 2025 8:34 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

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- It may be appropriate to require some of the members of the water advisory board to have expertise in hydrogeology.
- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Constance Hoffman
conniehillhoffman@gmail.com

Lynn Dillow

From: Mark Mayo <mark.angie@live.com>
Sent: Monday, April 7, 2025 8:33 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissions

Dear Commissioners,

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

Please reconsider this policy to increase transparency and accountability

- Require that open positions be advertised for at least two weeks prior to the due date for the applications.
- Require that openings be advertised on the County Website, County social media accounts (twice, once at least two weeks before and once one week before the due date for applications), County Email alert system (twice, once at least two weeks before and once one week before the due date for applications), and the County Paper of record The Spirit of Jefferson (Twice, with the first at least two weeks prior to the application due date and one no more than 10 days before the due dates).

Thank you for accepting my comments as you consider this policy.

--

Mark Mayo
mark.angie@live.com

Lynn Dillow

From: Mark Mayo <mark.angie@live.com>
Sent: Monday, April 7, 2025 8:32 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

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Change the requirement for hydrogeology expertise to apply to fewer than half of the members of the board.

- It may be appropriate to require some of the members of the water advisory board to have expertise in hydrogeology.
- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Mark Mayo
mark.angie@live.com

Lynn Dillow

From: Nora Drish <ndrish@frontiernet.net>
Sent: Monday, April 7, 2025 8:31 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissions

Dear Commissioners,

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

Please reconsider this policy to increase transparency and accountability

- Require that open positions be advertised for at least two weeks prior to the due date for the applications.
- Require that openings be advertised on the County Website, County social media accounts (twice, once at least two weeks before and once one week before the due date for applications), County Email alert system (twice, once at least two weeks before and once one week before the due date for applications), and the County Paper of record The Spirit of Jefferson (Twice, with the first at least two weeks prior to the application due date and one no more than 10 days before the due dates).

Thank you for accepting my comments as you consider this policy.

--

Nora Drish
ndrish@frontiernet.net

Lynn Dillow

From: Nora Drish <ndrish@frontiernet.net>
Sent: Monday, April 7, 2025 8:30 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

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- It may be appropriate to require some of the members of the water advisory board to have expertise in hydrogeology.
- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Nora Drish
ndrish@frontiernet.net

Lynn Dillow

From: Yvonne Fisher <yvonnegfisher@gmail.com>
Sent: Monday, April 7, 2025 7:57 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

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- It may be appropriate to require some of the members of the water advisory board to have expertise in hydrogeology.
- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Yvonne Fisher
yvonnegfisher@gmail.com

Lynn Dillow

From: john Ross <rossjc316@gmail.com>
Sent: Monday, April 7, 2025 7:43 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

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- It may be appropriate to require some of the members of the water advisory board to have expertise in hydrogeology.
- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

john Ross
rossjc316@gmail.com

Lynn Dillow

From: Donald Rebmann <garrettinc@msn.com>
Sent: Monday, April 7, 2025 7:30 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Dear County Commissioners,

As a Jefferson County resident and Home owner on a well, I urge you to keep the Water Advisory Board "as is" with the majority of members being residents using a well as their source of water. Also, Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

- Nearly half of the board should not be staff from municipal utilities.
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- It may be appropriate to require some of the members of the water advisory board to have expertise in hydrogeology.
- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

Sincerely, Donald Rebmann

--
Donald Rebmann
garrettinc@msn.com

Lynn Dillow

From: Carol Roby <carolaroby@gmail.com>
Sent: Monday, April 7, 2025 7:23 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissions

Dear Commissioners,

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

Please reconsider this policy to increase transparency and accountability

- Require that open positions be advertised for at least two weeks prior to the due date for the applications.
- Require that openings be advertised on the County Website, County social media accounts (twice, once at least two weeks before and once one week before the due date for applications), County Email alert system (twice, once at least two weeks before and once one week before the due date for applications), and the County Paper of record The Spirit of Jefferson (Twice, with the first at least two weeks prior to the application due date and one no more than 10 days before the due dates).

Thank you for accepting my comments as you consider this policy.

--

Carol Roby
carolaroby@gmail.com

Lynn Dillow

From: Carol Roby <carolaroby@gmail.com>
Sent: Monday, April 7, 2025 7:22 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

- Nearly half of the board should not be staff from municipal utilities.
- Municipal utilities and the planning department staff do not represent the concerns of county citizens living on wells.
- If the Commission feels strongly, make the staff members advisory non-voting members of the committee.

Change the requirement for hydrogeology expertise to apply to fewer than half of the members of the board.

- It may be appropriate to require some of the members of the water advisory board to have expertise in hydrogeology.
- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Carol Roby
carolaroby@gmail.com

Lynn Dillow

From: Rhonda Jackson <blissingwayfarm64@gmail.com>
Sent: Monday, April 7, 2025 7:03 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissions

Dear Commissioners,

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

Please reconsider this policy to increase transparency and accountability

- Require that open positions be advertised for at least two weeks prior to the due date for the applications.
- Require that openings be advertised on the County Website, County social media accounts (twice, once at least two weeks before and once one week before the due date for applications), County Email alert system (twice, once at least two weeks before and once one week before the due date for applications), and the County Paper of record The Spirit of Jefferson (Twice, with the first at least two weeks prior to the application due date and one no more than 10 days before the due dates).

Thank you for accepting my comments as you consider this policy.

--

Rhonda Jackson
blissingwayfarm64@gmail.com

Lynn Dillow

From: Rhonda Jackson <blissingwayfarm64@gmail.com>
Sent: Monday, April 7, 2025 7:02 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

- Nearly half of the board should not be staff from municipal utilities.
- Municipal utilities and the planning department staff do not represent the concerns of county citizens living on wells.
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- It may be appropriate to require some of the members of the water advisory board to have expertise in hydrogeology.
- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Rhonda Jackson
blissingwayfarm64@gmail.com

Lynn Dillow

From: Sonny Discini <thehorse13@gmail.com>
Sent: Monday, April 7, 2025 6:56 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

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- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Sonny Discini
thehorse13@gmail.com

Lynn Dillow

From: Mario Digiambattista <xlgyu@yahoo.com>
Sent: Monday, April 7, 2025 6:33 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissio

Dear Commissioners,

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

Please reconsider this policy to increase transparency and accountability

- Require that open positions be advertised for at least two weeks prior to the due date for the applications.
- Require that openings be advertised on the County Website, County social media accounts (twice, once at least two weeks before and once one week before the due date for applications), County Email alert system (twice, once at least two weeks before and once one week before the due date for applications), and the County Paper of record The Spirit of Jefferson (Twice, with the first at least two weeks prior to the application due date and one no more than 10 days before the due dates).

Thank you for accepting my comments as you consider this policy.

--

Mario Digiambattista
xlgyu@yahoo.com

Lynn Dillow

From: Mario Digiambattista <xlgyu@yahoo.com>
Sent: Monday, April 7, 2025 6:31 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

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Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Mario Digiambattista
xlgyu@yahoo.com

Lynn Dillow

From: Lisa White <Hazeldog72@gmail.com>
Sent: Monday, April 7, 2025 6:27 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissio

Dear Commissioners,

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

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Thank you for accepting my comments as you consider this policy.

--

Lisa White
Hazeldog72@gmail.com

Lynn Dillow

From: Lisa White <Hazeldog72@gmail.com>
Sent: Monday, April 7, 2025 6:26 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

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- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Lisa White
Hazeldog72@gmail.com

Lynn Dillow

From: Shawn Hutchinson <shawn.hutchinson@gmail.com>
Sent: Monday, April 7, 2025 6:16 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissions

Dear Commissioners,

Where did due process go? So now you think it's okay to solicit vacancies without due notice? What type of fly-by-night board is this? How much are they paying you?!

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

Please reconsider this policy to increase transparency and accountability

- Require that open positions be advertised for at least two weeks prior to the due date for the applications.
- Require that openings be advertised on the County Website, County social media accounts (twice, once at least two weeks before and once one week before the due date for applications), County Email alert system (twice, once at least two weeks before and once one week before the due date for applications), and the County Paper of record The Spirit of Jefferson (Twice, with the first at least two weeks prior to the application due date and one no more than 10 days before the due dates).

Thank you for accepting my comments as you consider this policy.

--
Shawn Hutchinson
shawn.hutchinson@gmail.com

Lynn Dillow

From: Shawn Hutchinson <shawn.hutchinson@gmail.com>
Sent: Monday, April 7, 2025 6:11 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Why on God's earth do you think that it's proper to control decisions for residents by putting staff in positions of voting and authority? Is this some kind of dictatorship?!

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

- Nearly half of the board should not be staff from municipal utilities.
- Municipal utilities and the planning department staff do not represent the concerns of county citizens living on wells.
- If the Commission feels strongly, make the staff members advisory non-voting members of the committee.

Change the requirement for hydrogeology expertise to apply to fewer than half of the members of the board.

- It may be appropriate to require some of the members of the water advisory board to have expertise in hydrogeology.
- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Shawn Hutchinson
shawn.hutchinson@gmail.com

Lynn Dillow

From: David Barrett <barrett20099@comcast.net>
Sent: Monday, April 7, 2025 5:09 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

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- It may be appropriate to require some of the members of the water advisory board to have expertise in hydrogeology.
- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee. David Barrett

--

David Barrett
barrett20099@comcast.net

Lynn Dillow

From: Paula Tremba <p.tremba@icloud.com>
Sent: Sunday, April 6, 2025 9:52 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissions

Dear Commissioners,

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

Please reconsider this policy to increase transparency and accountability

- Require that open positions be advertised for at least two weeks prior to the due date for the applications.
- Require that openings be advertised on the County Website, County social media accounts (twice, once at least two weeks before and once one week before the due date for applications), County Email alert system (twice, once at least two weeks before and once one week before the due date for applications), and the County Paper of record The Spirit of Jefferson (Twice, with the first at least two weeks prior to the application due date and one no more than 10 days before the due dates).

Thank you for accepting my comments as you consider this policy.

--

Paula Tremba
p.tremba@icloud.com

Lynn Dillow

From: Greg Welter <weltergj@gmail.com>
Sent: Sunday, April 6, 2025 11:47 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissio

Dear Commissioners,

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

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Thank you for accepting my comments as you consider this policy.

--

Greg Welter
weltergj@gmail.com

Lynn Dillow

From: Donna Printz <Wvbiker98@aol.com>
Sent: Sunday, April 6, 2025 11:25 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissio

Dear Commissioners,

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

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Thank you for accepting my comments as you consider this policy.

--

Donna Printz
Wvbiker98@aol.com

Lynn Dillow

From: Joseph Ward <joseph.f.ward34@gmail.com>
Sent: Sunday, April 6, 2025 11:24 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissio

Dear Commissioners,

As a resident of the county, I believe it is important to retain the way we advertise open positions, to aid it the most transparency possible. The rules are not cumbersome to County business, and leaving the 2 week notice as well as multiple methods of communicating these positions ensures citizens have the most opportunity to have a say in who is in positions of our government.

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

Please reconsider this policy to increase transparency and accountability

- Require that open positions be advertised for at least two weeks prior to the due date for the applications.
- Require that openings be advertised on the County Website, County social media accounts (twice, once at least two weeks before and once one week before the due date for applications), County Email alert system (twice, once at least two weeks before and once one week before the due date for applications), and the County Paper of record The Spirit of Jefferson (Twice, with the first at least two weeks prior to the application due date and one no more than 10 days before the due dates).

Thank you for accepting my comments as you consider this policy.

--

Joseph Ward
joseph.f.ward34@gmail.com

Lynn Dillow

From: Joseph Ward <joseph.f.ward34@gmail.com>
Sent: Sunday, April 6, 2025 11:22 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

I would ask as a resident of the county, that The Water Advisory Board remain consisting of citizens not staff members. If expertise is needed, staff can be added as non-voting members to provide advice.

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

- Nearly half of the board should not be staff from municipal utilities.
- Municipal utilities and the planning department staff do not represent the concerns of county citizens living on wells.
- If the Commission feels strongly, make the staff members advisory non-voting members of the committee.

Change the requirement for hydrogeology expertise to apply to fewer than half of the members of the board.

- It may be appropriate to require some of the members of the water advisory board to have expertise in hydrogeology.
- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Joseph Ward
joseph.f.ward34@gmail.com

Lynn Dillow

From: Aline Schelling <ninaline@aol.com>
Sent: Sunday, April 6, 2025 10:59 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissio

Dear Commissioners,

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

Please reconsider this policy to increase transparency and accountability

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Thank you for accepting my comments as you consider this policy.

--

Aline Schelling
ninaline@aol.com

Lynn Dillow

From: Aline Schelling <ninaline@aol.com>
Sent: Sunday, April 6, 2025 10:58 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

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If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

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- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Aline Schelling
ninaline@aol.com

Lynn Dillow

From: Alden Roth <aldenroth@gmail.com>
Sent: Sunday, April 6, 2025 10:54 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissions

Dear Commissioners,

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

Please reconsider this policy to increase transparency and accountability

A few weeks ago, on a Wednesday afternoon, yall posted several board openings with a comment that “many close as soon as Thursday”, which meant that there was a single day to see the post and apply. This is unacceptable.

In January, I emailed Eddie Benites asking for more information about a board opening and never got a reply. Again, this is unacceptable.

The county needs more transparency and board openings need adequate advertisement and time for people to apply.

- Require that open positions be advertised for at least two weeks prior to the due date for the applications.
- Require that openings be advertised on the County Website, County social media accounts (twice, once at least two weeks before and once one week before the due date for applications), County Email alert system (twice, once at least two weeks before and once one week before the due date for applications), and the County Paper of record The Spirit of Jefferson (Twice, with the first at least two weeks prior to the application due date and one no more than 10 days before the due dates).

Thank you for accepting my comments as you consider this policy.

--

Alden Roth
aldenroth@gmail.com

Lynn Dillow

From: Alden Roth <aldenroth@gmail.com>
Sent: Sunday, April 6, 2025 10:50 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it. If it ain't broke, don't fix it!!!

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

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- Municipal utilities and the planning department staff do not represent the concerns of county citizens living on wells.
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Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Alden Roth
aldenroth@gmail.com

Lynn Dillow

From: Susan Biggs <Susanbiggs@aol.com>
Sent: Sunday, April 6, 2025 10:46 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissions

Dear Commissioners,

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Please reconsider this policy to increase transparency and accountability

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Thank you for accepting my comments as you consider this policy.

--

Susan Biggs
Susanbiggs@aol.com

Lynn Dillow

From: Susan Biggs <Susanbiggs@aol.com>
Sent: Sunday, April 6, 2025 10:44 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

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Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Susan Biggs
Susanbiggs@aol.com

Lynn Dillow

From: Brian Hagberg <fyreteacher@hotmail.com>
Sent: Sunday, April 6, 2025 10:34 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissio

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Thank you for accepting my comments as you consider this policy.

--

Brian Hagberg
fyreteacher@hotmail.com

Lynn Dillow

From: Brian Hagberg <fyreteacher@hotmail.com>
Sent: Sunday, April 6, 2025 10:34 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

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Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--
Brian Hagberg
fyreteacher@hotmail.com

Lynn Dillow

From: Diana Mullis <dianamullis7@gmail.com>
Sent: Sunday, April 6, 2025 10:30 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

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Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Diana Mullis
dianamullis7@gmail.com

Lynn Dillow

From: Nathan Clark <nclark3610@gmail.com>
Sent: Sunday, April 6, 2025 10:25 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Good evening,

"Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

- Nearly half of the board should not be staff from municipal utilities.
- Municipal utilities and the planning department staff do not represent the concerns of county citizens living on wells.
- If the Commission feels strongly, make the staff members advisory non-voting members of the committee.

Change the requirement for hydrogeology expertise to apply to fewer than half of the members of the board.

- It may be appropriate to require some of the members of the water advisory board to have expertise in hydrogeology.
- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee. "

Thank you for your time,

Nathan Clark

--

Nathan Clark
nclark3610@gmail.com

Lynn Dillow

From: Sara Howle <sara.howle.8@gmail.com>
Sent: Sunday, April 6, 2025 10:01 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissio

Dear Commissioners,

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

Please reconsider this policy to increase transparency and accountability

- Require that open positions be advertised for at least two weeks prior to the due date for the applications.
- Require that openings be advertised on the County Website, County social media accounts (twice, once at least two weeks before and once one week before the due date for applications), County Email alert system (twice, once at least two weeks before and once one week before the due date for applications), and the County Paper of record The Spirit of Jefferson (Twice, with the first at least two weeks prior to the application due date and one no more than 10 days before the due dates).

Thank you for accepting my comments as you consider this policy.

--

Sara Howle
sara.howle.8@gmail.com

Lynn Dillow

From: Sara Howle <sara.howle.8@gmail.com>
Sent: Sunday, April 6, 2025 10:00 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

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Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Sara Howle
sara.howle.8@gmail.com

Lynn Dillow

From: Rebecca Nelson <Rebecca.nelson24@comcast.net>
Sent: Sunday, April 6, 2025 9:59 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

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Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Rebecca Nelson
Rebecca.nelson24@comcast.net

Lynn Dillow

From: Cheryl Bennett <Cherben44@gmail.com>
Sent: Sunday, April 6, 2025 9:59 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

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--

Cheryl Bennett
Cherben44@gmail.com

Lynn Dillow

From: George Rutherford <gruther1@msn.com>
Sent: Sunday, April 6, 2025 9:19 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

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Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

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George Rutherford
gruther1@msn.com

Lynn Dillow

From: Shay McCoy <Shaneyjunk@gmail.com>
Sent: Sunday, April 6, 2025 9:17 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

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Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--
Shay McCoy
Shaneyjunk@gmail.com

Lynn Dillow

From: Julia Garvin <julia58wv@yahoo.com>
Sent: Saturday, April 5, 2025 11:31 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

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Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Julia Garvin
julia58wv@yahoo.com

Lynn Dillow

From: Gaila Poston <Gailaposton@gmail.com>
Sent: Saturday, April 5, 2025 8:56 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

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Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Gaila Poston
Gailaposton@gmail.com

JCCInfo

From: Todd Cole <toddcole13@hotmail.com>
Sent: Sunday, April 6, 2025 8:07 PM
To: Steve Stolipher; Kelvin Upson; Jane Tabb; Pasha Majdi; JCCInfo
Subject: Public Comment for the recommended draft of the Comprehensive Plan

Dear Commissioners,

Please accept my comment on the draft Comprehensive Plan presented to the County Commission on October 17, 2024. I have added to this email and you should not disregard it as a template! This highlights areas of concern that I share. There are several significant issues with the current comprehensive plan that undermine the protections that the comprehensive plan and zoning are intended to provide to property owners.

- Please remove Goal 1 Objective 4. This objective is so broad it would reduce the protections that zoning provides to property owners. If the Objective were sufficiently narrowed it would be redundant with the other objectives of Goal 1. This Goal only helps outsiders coming in to rape our county. Do not allow for new zone types as the buildings wanted (garbage like solar farms or Data Centers) are not good for the county nor its residents!!
- Please remove the second sentence of the first paragraph on page 18. "However, this should not infringe on the right of property owners to use and develop their land." This sentence prioritizes development rights over all other land rights, and thereby undermines Goal 1's intent to balance the rights of all property owner. The Land Owner should always have the right to develop land within the existing zoning for that land. If there is a goal to remove green space and allow commercial development then it is again bad for everyone.
- Please return the Future Land Use Guide to its previous name of Future Land Use Map. The new name of "Guide" down plays the importance of this element of the comprehensive plan. Those seeking a zoning map amendment may take advantage of this confusion. It should be returned to its original name.

Thank you for considering these comments as you consider the new comprehensive plan.

Sincerely,

--

Todd Cole
toddcole13@hotmail.com

JCCInfo

From: Sam Makita <samwiserabbit@gmail.com>
Sent: Friday, April 4, 2025 9:14 AM
To: JCCInfo
Subject: Opposition to Proposed Zoning Amendment Near Jefferson County's Karst Aquifer

Dear Members of the Jefferson County Commission,

I am writing to express my strong opposition to the proposed zoning amendment that would permit development near the sensitive karst aquifer system underlying our county. As a resident of Jefferson County, I am deeply concerned about the potential environmental and public health risks associated with this proposal.

Environmental Impact:

Jefferson County's aquifer is predominantly a carbonate system characterized by karst hydrogeology, which includes features such as sinkholes, springs, and caves. This geological formation results in a highly porous landscape where surface pollutants can rapidly infiltrate and contaminate groundwater sources. Given that a significant portion of our community relies on this aquifer for clean drinking water, permitting development in this area poses a substantial risk to our water quality. [Jefferson County Foundation](#)

Precedent of Community Concerns:

The Envision Jefferson 2035 Comprehensive Plan emphasizes the importance of preserving our natural resources and ensuring sustainable development. The staff of the Planning Commission has previously found that certain rezoning proposals were not consistent with this comprehensive plan, particularly when they posed risks to groundwater resources. Approving the current zoning amendment would contradict these established priorities and disregard the valid concerns of Jefferson County residents. [Jefferson County Foundation](#)

Alignment with Comprehensive Plan:

The Envision Jefferson 2035 Comprehensive Plan underscores the necessity of protecting our county's natural resources, including groundwater, to ensure sustainable development and the well-being of our community. Permitting development near the karst aquifer contradicts the plan's objectives and jeopardizes the long-term health and safety of Jefferson County residents.

In light of these concerns, I urge the Commission to reject the proposed zoning amendment. Protecting our aquifer is essential for the well-being of our residents and the preservation of our environment.

Thank you for considering my comments.

Sincerely,

Adrienne Makita

304-470-0726

Lynn Dillow

From: Susan Ford <susan.rae.ford@gmail.com>
Sent: Monday, April 7, 2025 10:28 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

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Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--
Susan Ford
susan.rae.ford@gmail.com

Lynn Dillow

From: Katharine Schultz <kay.nixschultz@gmail.com>
Sent: Tuesday, April 8, 2025 8:49 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissions

Dear Commissioners,

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

Please reconsider this policy to increase transparency and accountability

- Require that open positions be advertised for at least two weeks prior to the due date for the applications.
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Thank you for accepting my comments as you consider this policy.

--

Katharine Schultz
kay.nixschultz@gmail.com

Lynn Dillow

From: Katharine Schultz <kay.nixschultz@gmail.com>
Sent: Tuesday, April 8, 2025 8:48 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

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Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Katharine Schultz
kay.nixschultz@gmail.com

Lynn Dillow

From: Bob Allen <Bob.allen6000@gmail.com>
Sent: Monday, April 7, 2025 8:32 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

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--

Bob Allen
Bob.allen6000@gmail.com

Lynn Dillow

From: Nancy Adams <Redd69bugg@aol.com>
Sent: Monday, April 7, 2025 7:45 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

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--

Nancy Adams
Redd69bugg@aol.com

Lynn Dillow

From: William Baty <kbaty@frontiernet.net>
Sent: Monday, April 7, 2025 7:43 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

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Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

William Baty
kbaty@frontiernet.net

Lynn Dillow

From: Ashleigh Sanders <ashleigh.sanders@gmail.com>
Sent: Monday, April 7, 2025 9:41 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissions

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Thank you for accepting my comments as you consider this policy.

--

Ashleigh Sanders
ashleigh.sanders@gmail.com

Lynn Dillow

From: Angela Blair <Healthnut970@gmail.com>
Sent: Monday, April 7, 2025 9:32 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

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Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Angela Blair
Healthnut970@gmail.com

Lynn Dillow

From: Dolores Gregory <dwgregory2008@gmail.com>
Sent: Monday, April 7, 2025 8:52 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
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--
Dolores Gregory
dwgregory2008@gmail.com

Lynn Dillow

From: Mary Fortuna <marytfortuna@gmail.com>
Sent: Monday, April 7, 2025 7:49 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
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Mary Fortuna
marytfortuna@gmail.com

Lynn Dillow

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Mary Fortuna
marytfortuna@gmail.com

Lynn Dillow

From: Kathryn Bellacosa <kbella21@gmail.com>
Sent: Monday, April 7, 2025 6:24 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

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Kathryn Bellacosa
kbella21@gmail.com

Lynn Dillow

From: Linda Roberts <llr5504@gmail.com>
Sent: Monday, April 7, 2025 5:51 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

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Change the requirement for hydrogeology expertise to apply to fewer than half of the members of the board.

- It may be appropriate to require some of the members of the water advisory board to have expertise in hydrogeology.
- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Linda Roberts
llr5504@gmail.com

Lynn Dillow

From: STEPHEN BERZINSKAS <sberzinskas@comcast.net>
Sent: Monday, April 7, 2025 5:50 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

- Nearly half of the board should not be staff from municipal utilities.
- Municipal utilities and the planning department staff do not represent the concerns of county citizens living on wells.
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Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--
STEPHEN BERZINSKAS
sberzinskas@comcast.net

Lynn Dillow

From: Melissa Coger <Melroe4@gmail.com>
Sent: Monday, April 7, 2025 5:34 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissions

Dear Commissioners,

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

Please reconsider this policy to increase transparency and accountability

- Require that open positions be advertised for at least two weeks prior to the due date for the applications.
- Require that openings be advertised on the County Website, County social media accounts (twice, once at least two weeks before and once one week before the due date for applications), County Email alert system (twice, once at least two weeks before and once one week before the due date for applications), and the County Paper of record The Spirit of Jefferson (Twice, with the first at least two weeks prior to the application due date and one no more than 10 days before the due dates).

Thank you for accepting my comments as you consider this policy.

--

Melissa Coger
Melroe4@gmail.com

Lynn Dillow

From: Melissa Coger <Melroe4@gmail.com>
Sent: Monday, April 7, 2025 5:33 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

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- It may be appropriate to require some of the members of the water advisory board to have expertise in hydrogeology.
- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Melissa Coger
Melroe4@gmail.com

Lynn Dillow

From: Fred Williams <goldfish@frontiernet.net>
Sent: Monday, April 7, 2025 5:27 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

- Nearly half of the board should not be staff from municipal utilities.
- Municipal utilities and the planning department staff do not represent the concerns of county citizens living on wells.
- If the Commission feels strongly, make the staff members advisory non-voting members of the committee.

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- It may be appropriate to require some of the members of the water advisory board to have expertise in hydrogeology.
- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Fred Williams
goldfish@frontiernet.net

Lynn Dillow

From: Rebecca Phipps <beckyhipps502@gmail.com>
Sent: Monday, April 7, 2025 4:40 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

It just seems so very logical to have the members of the county water advisory committee composed of residents of the county. Kindly do not cede local control to the people in Charleston who do not care about quality of life for anything or anyone. No more treating the state of West Virginia as the feudal territory of the rest of the country, if not the world.

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

- Nearly half of the board should not be staff from municipal utilities.
- Municipal utilities and the planning department staff do not represent the concerns of county citizens living on wells.
- If the Commission feels strongly, make the staff members advisory non-voting members of the committee.

Change the requirement for hydrogeology expertise to apply to fewer than half of the members of the board.

- It may be appropriate to require some of the members of the water advisory board to have expertise in hydrogeology.
- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee. is the feudal territory of the rest of the country, if not the world.

--

Rebecca Phipps
beckyhipps502@gmail.com

Lynn Dillow

From: Virginie Bauer <raguinv@hotmail.com>
Sent: Monday, April 7, 2025 3:48 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

- Nearly half of the board should not be staff from municipal utilities.
- Municipal utilities and the planning department staff do not represent the concerns of county citizens living on wells.
- If the Commission feels strongly, make the staff members advisory non-voting members of the committee.

Change the requirement for hydrogeology expertise to apply to fewer than half of the members of the board.

- It may be appropriate to require some of the members of the water advisory board to have expertise in hydrogeology.
- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Virginie Bauer
raguinv@hotmail.com

Lynn Dillow

From: Deborah Johnson <wv2johnson@aol.com>
Sent: Monday, April 7, 2025 2:41 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissions

Dear Commissioners,

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

What are you trying to hide? It feels corrupt. I voted for you to protect me, my family and the community.

Please reconsider this policy to increase transparency and accountability

- Require that open positions be advertised for at least two weeks prior to the due date for the applications.
- Require that openings be advertised on the County Website, County social media accounts (twice, once at least two weeks before and once one week before the due date for applications), County Email alert system (twice, once at least two weeks before and once one week before the due date for applications), and the County Paper of record The Spirit of Jefferson (Twice, with the first at least two weeks prior to the application due date and one no more than 10 days before the due dates).

Thank you for accepting my comments as you consider this policy.

--

Deborah Johnson
wv2johnson@aol.com

Lynn Dillow

From: Deborah Johnson <wv2johnson@aol.com>
Sent: Monday, April 7, 2025 2:39 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it. Do you represent those who voted for you or are you siding with big industry?

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

- Nearly half of the board should not be staff from municipal utilities.
- Municipal utilities and the planning department staff do not represent the concerns of county citizens living on wells.
- If the Commission feels strongly, make the staff members advisory non-voting members of the committee.

Change the requirement for hydrogeology expertise to apply to fewer than half of the members of the board.

- It may be appropriate to require some of the members of the water advisory board to have expertise in hydrogeology.
- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Deborah Johnson
wv2johnson@aol.com

Lynn Dillow

From: Michael Chalmers <michaelchalmers1@gmail.com>
Sent: Monday, April 7, 2025 2:20 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissions

Dear Commissioners,

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

Please reconsider this policy to increase transparency and accountability

- Require that open positions be advertised for at least two weeks prior to the due date for the applications.
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Thank you for accepting my comments as you consider this policy.

--

Michael Chalmers
michaelchalmers1@gmail.com

Lynn Dillow

From: Michael Chalmers <michaelchalmers1@gmail.com>
Sent: Monday, April 7, 2025 2:19 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

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- There should also be members that have other expertise such as biologists and farmers and lay persons with keen interests in hydrogeology and water.

Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Michael Chalmers
michaelchalmers1@gmail.com

Lynn Dillow

From: David Maxfield <Dkmaxfield@frontiernet.net>
Sent: Monday, April 7, 2025 11:34 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissions

Dear Commissioners,

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

Please reconsider this policy to increase transparency and accountability

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Thank you for accepting my comments as you consider this policy.

--

David Maxfield
Dkmaxfield@frontiernet.net

Lynn Dillow

From: Mary Ward <andreaward304@comcast.net>
Sent: Monday, April 7, 2025 10:54 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissions

Dear Commissioners,

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

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Thank you for accepting my comments as you consider this policy.

--

Mary Ward
andreaward304@comcast.net

Lynn Dillow

From: Carlo Olivares <Cboli0100@gmail.com>
Sent: Tuesday, April 8, 2025 9:32 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

Please keep the old Water Advisory Committee; there was no reason to dissolve it and replace it.

If you proceed with the new Water Advisory Committee, please change the membership requirements of the committee so it consists of citizens, not staff.

- Nearly half of the board should not be staff from municipal utilities.
- Municipal utilities and the planning department staff do not represent the concerns of county citizens living on wells.
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Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Carlo Olivares
Cboli0100@gmail.com

Lynn Dillow

From: Steven Welch <S.J.Welch_2023@protonmail.com>
Sent: Monday, April 14, 2025 8:07 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

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Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Steven Welch
S.J.Welch_2023@protonmail.com

Lynn Dillow

From: Anita R. Hill <dhill20@frontiernet.net>
Sent: Sunday, April 6, 2025 9:58 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

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Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Anita R. Hill
dhill20@frontiernet.net

Lynn Dillow

From: Paula Tremba <p.tremba@icloud.com>
Sent: Sunday, April 6, 2025 9:50 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

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Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Paula Tremba
p.tremba@icloud.com

Lynn Dillow

From: William Baty <kbaty@frontiernet.net>
Sent: Monday, April 7, 2025 7:44 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissions

Dear Commissioners,

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

Please reconsider this policy to increase transparency and accountability

- Require that open positions be advertised for at least two weeks prior to the due date for the applications.
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Thank you for accepting my comments as you consider this policy.

--

William Baty
kbaty@frontiernet.net

Lynn Dillow

From: Sue Covello <covellosl@citlink.net>
Sent: Monday, April 7, 2025 9:59 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Water Advisory Committee Bylaws

Dear Commissioners,

Please accept the following comments on the new bylaws of the Jefferson County Water Advisory Committee.

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Thank you for accepting my comments as you consider the bylaws of the new Water Advisory Committee.

--

Sue Covello
covellosl@citlink.net

Lynn Dillow

From: Chris Riordan <cfriordan@gmail.com>
Sent: Tuesday, April 8, 2025 10:27 AM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissions

Dear Commissioners,

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

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Thank you for accepting my comments as you consider this policy.

--

Chris Riordan
cfriordan@gmail.com

Lynn Dillow

From: alicia noble <acbnoble@gmail.com>
Sent: Wednesday, April 9, 2025 6:02 PM
To: Pasha Majdi; Mike Mood; Cara Keys; Jack Hefestay; Steve Stolipher; Lynn Dillow
Subject: Public Comment Policy 901 Appointment to County Boards, Committees and Commissio

Dear Commissioners,

Please accept the following comments on the new policy 901 for Appointment to County Boards, Committees and Commissions.

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Thank you for accepting my comments as you consider this policy.

--

alicia noble
acbnoble@gmail.com