

Minutes

SPECIAL SESSION

Jefferson County Commission

Wednesday, June 18, 2025

A Special Session of the Jefferson County Commission was held on Wednesday, June 18, 2025, during the second quarterly session at 2:30 p.m. The meeting was held via Zoom. Present were President Pasha Majdi, Vice President Mike Mood, Commissioner Steve Stolipher, Commissioner Cara Keys, and Commissioner Jack Hefestay. Also present on Zoom were Edwina Benites-LM, County Administrator. The archived meeting of the Wednesday, June 18, 2025, meeting is available on the Jefferson County Commission website.

Call to Order

APPROVAL OF MINUTES

Commissioner Madji motioned to approve the meeting minutes for:

June 5, 2025 Regular Meeting Minutes DRAFT

The motion was approved without objection.

APPROVAL OF ACCOUNTS PAYABLE

CHECK NUMBER		VENDOR NAME	UNCLEARED
92583		AT&T	137.19
92584		BOUND TREE MEDICAL LLC	5,308.21
92585		CHARLIE SCHNEIDER	320.00
92586		DAVID BOUND	1,804.63
92587		FIRST CITIZENS BANK & TRUST CO	2,230.47
92588		FRONTIER	10,800.54
92589		GEORGE WILSON	1,303.14
92590		GUTTMAN OIL CO	4,902.24
92591		JASON MICKEY	726.00
92592		JOSEPH FORMAN	5,250.00
92593		LANGUAGE LINE SERVICES	226.21
92594		LORI BROWN	1,983.98
92595		MCA, INC	3,964.68

92596		MCKESSON MEDICAL-SURGICAL GOVERNMENT SOLUTIONS LLC	1,244.09
92597		EMS TECHNOLOGY SOLUTIONS, LLC	2,262.00
92598		PEDIATRIC EMERGENCY STANDARDS INC	14,313.03
92599		RCN COMMUNICATIONS LLC	2,194.06
92600		RICE TIRES CO	2,926.13
92601		SANDRA KELLEY	69.00
92602		SCOTT BILLER	1,218.06
92603		SOFTWARE SYSTEMS INC	72.70
92604		TEK ADVISORS LLC	9,041.60
92605		THOMAS HANSEN	67.00
92606		WV REGIONAL JAIL & CORRECTION FACILITY AUTH	66,116.35
92607	FG/009	SHERIFF OF JEFFERSON COUNTY	4,191.72
TOTAL			142,673.03

Commissioner Majdi motioned to approve the accounts payable for June 12, 2025, in the amount of \$ 142,673.03. The motion was approved without objection.

CHECK NUMBER		VENDOR NAME	UNCLEARED
92609		ALICE N PAINTER	1,811.37
92610		AT&T	1,427.13
92611		BJ'S EMBROIDERY CO INC	14,928.30
92612		BOLAND TRANE SERVICES INC	2,123.00
92613		BOUND TREE MEDICAL LLC	35,533.30
92614		BUREAU OF CHILD SUPPORT	1,068.93
92615		COMPILED TECHNOLOGIES LLC	3,600.00
92616		COMPTROLLER OF MARYLAND	1,240.51
92617		DEVON THOMPSON	75.60
92618		DIGITAL DOCUMENT SOLUTIONS INC	976.35
92619		DOING BETTER BUSINES	200.21
92620		EFTPS IRS TAXES	163,227.56
92621		EMPOWER RETIREMENT	10,642.29
92622		ENTERPRISE FM TRUST	74,107.35
92623		FIDELITY POWER SYSTEMS	1,814.76
92624		FISHER AUTO PARTS	33.38
92625		FRONTIER	3,227.12
92626		J.C. EHRLICH	937.09
92627		JEFFERSON SECURITY BANK	3,953.00
92628		THE LAW OFFICE OF GREGORY E KENNEDY PLLC	26,707.50
92629		MARKL SUPPLY COMPANY	5,849.38
92630		MARY ESPINOSA	1,629.03
92631		MCA, INC	1,485.21

92632		MCKESSON MEDICAL-SURGICAL GOVERNMENT SOLUTIONS LLC	29,384.54
92633		MILLENIUM INSURANCE GROUP	900.00
92634		NATIONWIDE RETIREMENT SOLUTIONS	1,065.00
92635		EMS TECHNOLOGY SOLUTIONS, LLC	1,302.00
92636		PA DEPT OF REVENUE	83.59
92637		PA SCDU	320.00
92638		RICE TIRES CO	543.56
92639		ROBERTS OXYGEN COMPANY, INC	1,960.06
92640		SIERRA COLLINS	2,950.00
92641		SOFTWARE SYSTEMS INC	1,424.25
92642		SPIRIT OF JEFFERSON	362.92
92643		STATE TAX DEPARTMENT	250.00
92644		STRYKER MEDICAL	837.55
92645		TYLER TECHNOLOGIES	9,178.32
92646		US BANK	75,634.63
92647		VA DEPT OF TAXATION	6,701.61
92648		WV DEPUTY SHERIFF RETIREMENT SYSTEM	28,360.69
92649		WV EMERGENCY MEDICAL SERVICES RETIREMENT SYSTEM	80,505.08
92650		WV PUBLIC EMPLOYEE RETIREMENT SYSTEM	47,119.47
92651		WV STATE TAX DEPARTMENT	44,489.99
92652		WV STATE TAX DEPARTMENT	12,068.32
92653		WV UNITED HEALTH SYSTEM	397.39
92654	GS/004	GENERAL COUNTY FUND- J FEE	22,523.08
92655	FG/009	BERKELEY CO SHERIFF OFFICE	2,203.78
92656	FG/009	CORPORATION OF SHEPHERDSTOWN	835.11
92657	FG/009	MARTINSBURG POLICE DEPARTMENT	597.82
92658	FG/009	RANSON POLICE DEPT	2,099.10
92659	FG/009	SHERIFF OF GRANT COUNTY	819.53
92660	AM/053	SHERIFF OF JEFFERSON COUNTY	2,137.93
TOTAL			733,653.69

Commissioner Majdi motioned to approve the accounts payable for June 18, 2025, in the amount of \$ 733,653.69. The motion was approved without objection.

APPROVAL OF MANUAL CHECKS

		June 12, 2025		
		OTHER FUNDS		
Check #	Fund	Vendor		Amount
966	HD/008	ALLIED UNIVERSAL ELECTRONIC MONITORING US		\$ 3,846.40

7	AI/249	TISCHLERBISE INC	\$ 2,400.00
1522	IP/249	SHERIFF OF JEFFERSON COUNTY	\$ 249.00
1523	IP/249	SHERIFF OF JEFFERSON COUNTY	\$ 34,185.13
1524	IP/249	SHERIFF OF JEFFERSON COUNTY	\$ 282,689.48
1525	IP/249	SHERIFF OF JEFFERSON COUNTY	\$ 29,743.56
1526	IP/249	SHERIFF OF JEFFERSON COUNTY	\$ 14,249.86
TOTAL			\$ 367,363.43

Commissioner Majdi motioned to approve the manual checks for June 12, 2025 in the amount of \$ 367,363.43. The motion was approved without objection.

		June 18, 2025	
		OTHER FUNDS	
Check #	Fund	Vendor	Amount
967	HD/008	US BANK	\$91.42
1245	AV/056	GLOBAL SCIENCE & TECHNOLOGY INC	\$960.00
1246	AV/056	SEGRA	\$1,892.01
1247	AV/056	SHERIFF OF JEFFERSON COUNTY	\$690,801.56
1248	AV/056	US BANK	\$1,959.02
387	FP/057	JEFFERSON COUNTY FARMLAND PROTECTION BOARD	\$190,839.91
12	TC/077	UNITED WAY-EASTERN PANHANDLE INC (TEEN COURT)	\$60.00
407	AR/207	AVIAT U.S., INC	\$83,021.00
408	AR/207	SHERIFF OF JEFFERSON COUNTY	\$2,819.43
1930	CO/246	FOX & ASSOCIATES INC	\$5,520.00
1931	CO/246	R.E. MICHEL CO LLC	\$1,650.87
1932	CO/246	US BANK	\$3,892.08
1019	CW/059	LARRY E PALLET	\$50.00
TOTAL			\$983,557.30

Commissioner Majdi motioned to approve the manual checks for June 18, 2025 in the amount of \$ 983,557.30. The motion was approved without objection.

APPROVAL OF PAYROLL

Commissioner Majdi motioned to approve payroll for June 6, 2025 in the amount of \$ 470,465.66. The motion was approved without objection.

PRESENTATIONS

1. Approval of internal budget transfers

Commissioner Stolipher motioned to approve the internal budget transfers as presented. The motion was seconded by Commissioner Mood, and approved unanimously.

2. Approval of bond pricing

Commissioner Stolipher motioned to approve the bond pricing as presented, true interest cost of 4.646% with an average annual department service \$1,253,600. The motion was seconded by Commissioner Mood. After a roll call vote, the motion was approved 5-0.

Adjourn

Having no further business, Commissioner Majdi motioned to adjourn the meeting. The motion was seconded and unanimously approved. The Commission adjourned at 2:50 p.m.

Pasha Majdi, PRESIDENT

Respectfully submitted
Jacqueline C. Shadle
Jefferson County Clerk