



JEFFERSON COUNTY COMMISSION

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

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PRESIDENT
Pasha Majdi

COMMISSIONER
Jack Hefestay

COMMISSIONER
Cara Keys

COMMISSIONER
Mike Mood

COMMISSIONER
Steve Stolipher

COMMUNITY DISCUSSION AND MEETING AGENDA JEFFERSON COUNTY COMMISSION

Thursday, July 17, 2025

5:00 p.m.

County Commission Meeting Room

393 N. Lawrence Street, Charles Town, WV—please use East Entrance

**** Updated topics highlighted.**

Zoom Broadcast (live):

<https://us06web.zoom.us/j/83608636793?pwd=3g9LfWBZ3MQ2nctmf5O2VCb2nYPIbI.1>

Meeting ID: 836 0863 6793

Passcode: 680546

Public comments will be accepted in person or via email- info@jeffersoncountywv.org

Jefferson County Commission Community Discussion on the Commission-owned Washington Street Properties

1. Opening- President Majdi

2. Washington Street Properties Presentations

a. Overview of the Properties and Process

- i. Legal Options Regarding the Sale of Commission-owned Properties in West Virginia: Nathan Cochran, Prosecuting Attorney's Office
- ii. Properties Overview: Laura Kuhn, director of Fleet and Facilities Management
- iii. History of Washington Street Properties and Potential Uses: Patsy Noland, former county commissioner
- iv. Assessment Overview: Angie Banks, Jefferson County Assessor
- v. Jefferson County Courthouse Use Restrictions: Kanette Petry, Conrad and Luttrell
- vi. West Virginia State Historic Preservation Office: Meredith Dreistadt, acting deputy

b. Presentation by Business Groups

- i. Charles Town Now
- ii. Strong Towns of Jefferson County

c. Presentation by Some Potential Purchasers

- i. Jefferson County Museum: Lori Wysong, director of the Jefferson County Museum
- ii. City of Charles Town: Mike George, Mayor of the City of Charles Town
- iii. Jefferson County Building Commission: Scott Sudduth, Jefferson County Building Commission
- iv. Jefferson County Development Authority: Josh Cook, program manager of the Jefferson County Development Authority

d. Public Comments regarding the future of the Washington Street properties

Jefferson County Commission Meeting Agenda

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. July 8, 2025 Special Meeting Minutes DRAFT (pgs. 11-28)
 - b. Meeting minute updates: inclusion of additional attachments from June 5, 2025 (pgs. 29-35)
2. Approval of Accounts Payable:
 - a. July 10, 2025
 - b. July 17, 2025
3. Approval of Manual Checks:
 - a. July 10, 2025
 - b. July 17, 2025
4. Approval of Payroll:
 - a. July 3, 2025

5. Approval of Requisitions (pg. 36)

a. July 17, 2025

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

New Business

1. 7:00 pm Public Hearing: Zoning Map Amendment Petition for Hoxton Center (Residential Growth) (File #25-2-Z) **(pgs. 37-58)**
 - 1.1 Staff report on Zoning Map Amendment Petition for Hoxton Center (Residential Growth) (File #25-2-Z)
 - 1.2 Presentation by the applicant
 - 1.3 Public Comment
2. 7:15 pm Roger Goodwin, director of Engineering, Planning, and Zoning
 - 2.1 Consideration of County Commission action on Zoning Map Amendment Petition for Hoxton Center (Residential Growth) (File #25-2-Z)
 - 2.2 Beallair Homes, LLC- Beallair Phase 1 file #02-36 request for bond release **(pgs. 59-66)**
 - 2.3 Beallair Homes, LLC- Beallair Phase 4A file #19-16-SD request for bond release
 - 2.4 Rezoning request for Cochran Properties **(pgs. 67-83)**
3. 7:30 pm Jefferson County Development Authority Next Steps and Interview (Majdi) **(pgs. 84-87)**
 - 3.1 Resolution: Vision for the Jefferson County Development Authority
 - 3.2 Resolution: Jefferson County Development Authority Partnership with the State
4. 8:00 pm Tom Hansen, Sheriff and Treasurer **(pgs. 88-89)**
 - 4.1 Governor's Highway Safety Program (GHAP) grant

- 4.2 Potential legal issue regarding former employee
- 4.3 Revisit Home Confinement
- 5. 8:30 pm Resolution: West Virginia Goes Purple (Mood) **(pgs. 90-91)**
- 6. 8:35 pm Jessica James, Chief Human Resources Officer **(pgs. 92-94)**
 - 5.1 Approval of Promotion – Lead Permit Technician – Department of Engineering, Planning, and Zoning
 - 5.2 Approval of Employee Changes in Title — Part-Time Instructors - Emergency Services Agency
- 7. 8:40 pm David Bound, Chief Financial Officer **(pgs. 95-97)**
 - 6.1 Internal budget adjustments
 - 6.2 Ambulance Fee bill adjustments/ exonerations **(pgs. 98-99)**
- 8. 8:50 pm Nathan Cochran, Assistant Prosecuting Attorney **(pg. 100)**
 - 7.1 Discussion, advice and possible action from counsel regarding ongoing opioids litigation and related issues.
 - 7.2 Discussion of Charles Town Utility Board v. West Virginia American Water Company (25-0263-PWD-C).
 - 7.3 Discussion regarding Jefferson County Circuit Court Case No. CC-19-2025-C-162.
- 9. 9:15 pm Edwina Benites-LM, county administrator **(pg.101)**
 - 8.1 393 and 330 Buildings Update
 - 8.2 Consider matters involving or affecting the construction, planning, purchase, sale, or lease of property for county office space and/or courthouse space.

VIII. 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. Please feel free to submit comments via email to info@jeffersoncountywv.org. Your name and any written comments submitted for the record will be included in the minutes.

CORRESPONDENCE AND INFORMATION (pgs. 102-103)

Margaret Liskey email
David Tabb email