



# JEFFERSON COUNTY COMMISSION

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

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Web: [www.jeffersoncountywv.org](http://www.jeffersoncountywv.org)

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

### **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](mailto:info@jeffersoncountywv.org)

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## **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
  - b. Meeting minute updates: inclusion of additional attachments from June 5, 2025
  
2. Approval of Accounts Payable:
  - a. July 10, 2025                      \$ 361,503.78
  - b. July 17, 2025                      \$ 941,075.23
  
3. Approval of Manual Checks:
  - a. July 10, 2025                      \$ 1,743.68
  - b. July 17, 2025                      \$ 526,059.35
  
4. Approval of Payroll:
  - a. July 18, 2025                      \$ 527,022.58
  
5. Approval of Requisitions

a. July 17, 2025                      \$ 387,296.87

## **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 (Commercial Growth) (File #25-2-Z)
  - 1.1    Staff report on Zoning Map Amendment Petition for Hoxton Center (Commercial 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 (General Commercial) (File #25-2-Z)
  - 2.2    Beallair Homes, LLC- Beallair Phase 1 file #02-36 request for bond release
  - 2.3    Beallair Homes, LLC- Beallair Phase 4A file #19-16-SD request for bond release
  - 2.4    Rezoning request for Cochran Properties
  
3.    7:30 pm                      Jefferson County Development Authority Next Steps and Interview (Majdi)
  - 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
  - 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)
6. 8:35 pm Jessica James, Chief Human Resources Officer
  - 5.1 Approval of Promotion – Facilities Mechanic – Department of Fleet and Facilities Management
  - 5.2 Approval of Employee Changes in Title — Part-Time Instructors - Emergency Services Agency
7. 8:40 pm David Bound, Chief Financial Officer
  - 6.1 Internal budget adjustments
  - 6.2 Ambulance Fee bill adjustments/ exonerations
8. 8:50 pm Nathan Cochran, Assistant Prosecuting Attorney
  - 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
  - 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](mailto:info@jeffersoncountywv.org). Your name and any written comments submitted for the record will be included in the minutes.

### **CORRESPONDENCE AND INFORMATION**

Margaret Liskey email  
David Tabb email