



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

MEETING AGENDA

JEFFERSON COUNTY COMMISSION

Thursday, February 19, 2026

Commission Town Hall: 5:30 pm

Commission meeting: 6:00 pm

County Commission Meeting Room

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

Updated- see highlighted

Zoom Broadcast (live):

<https://us06web.zoom.us/j/81888835794?pwd=p4MsrbL4DFL91MajFyDkavfgZSZkYR.1>

Meeting ID: 818 8883 5794

Passcode: 623956

The Commission will accept public comments for fifteen minutes at the beginning of each meeting. Should public comment exceed the fifteen-minute threshold, the Commission will hear the remaining public comments after the final agenda item.

Public comments are accepted in person or via email- info@jeffcowv.gov

Town Hall: 5:30 pm

Town Hall Topic: “Why is my water bill so high?”

Jefferson County Commission Meeting Agenda: 6:00 pm

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 (pgs. 4-52)

- a. January 22, 2026 Regular Meeting Minutes DRAFT-amended
- b. February 5, 2026 Regular Meeting Minutes DRAFT
- c. February 5, 2026 BORE Meeting Minutes DRAFT
- d. February 10, 2026 BORE Meeting Minutes DRAFT
- e. February 12, 2026 BORE Meeting Minutes DRAFT

2. Approval of Accounts Payable:

- | | |
|----------------------|---------------|
| a. February 5, 2026 | \$ 199,888.92 |
| b. February 12, 2026 | \$ 436,568.86 |

3. Approval of Manual Checks:

- | | |
|----------------------|-----------------|
| a. February 5, 2026 | \$ 195,684.00 |
| b. February 12, 2026 | \$ 1,066,764.50 |

4. Approval of Payroll:

- | | |
|----------------------|---------------|
| a. January 30, 2026 | \$ 513,715.49 |
| b. February 13, 2026 | \$ 486,008.97 |

5. Approval of Requisitions: (pg. 53)

- | | |
|----------------------|---------------|
| a. February 19, 2026 | \$ 132,881.05 |
|----------------------|---------------|

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 entrance of the room. Please note the agenda item for which you are speaking and your home address.

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.

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

New Business

1. 6:05 pm Thomas Hansen, Sheriff and Treasurer (pgs. 54-55)
 - 1.1 Hire part-time bailiff
 - 1.2 Adjust and fund four bailiffs conversion to 1560
2. 6:15 pm Nikki Painter, Jefferson County Clerk's Office (pgs. 56-60)
 - 2.1 Recognition of the Jefferson County Winner for the WV Secretary of State's "I Voted" sticker contest
3. 6:30 pm Girl Scout Troop 15099 Bat Box Resolution (*Keys*) (pgs. 61-62)
4. 6:45 pm Laura Kuhn, director of Fleet and Facilities (pg. 63)
 - 4.1 Approval of furniture donation for the Sheriff's Department/ Jefferson County Schools Safety Building
5. 6:50 pm Gabriel Areizaga, director of IT/ GIS (pgs. 64-85)
 - 5.1 Contract/Award Approval for Website Modernization and Graphic Design Modernization to Vandalia Digital
6. 7:00 pm David Bound, chief financial officer (pgs. 86-88)
 - 6.1 Commission Ambulance Fee Exonerations
7. 7:10 pm Nathan Cochran, Assistant Prosecuting Attorney (pg. 89)
 - 7.1 Report by counsel regarding constituent request for waiver of addressing practice
 - 7.2 Report by counsel regarding Comcast Cable franchise extension agreement.
 - 7.3 Report by counsel on Jefferson County Commission's options for representation on Charles Town Utility Board and options to increase service to the citizens of Jefferson County.

IX. Additional public comment.

X. Adjourn

CORRESPONDENCE (pgs. 90-102)

Mark Werner, emails