



Agenda

Jefferson County Water Advisory Committee

Wednesday, April 15, 2026 at 3:00 PM

**By order of the President of the Jefferson County Water Advisory Committee
Public Participation is available in-person only.**

The meeting will be broadcast live via ZOOM for viewing purposes only.

In-Person Meeting Location: County Commission Meeting Room located in the main level of the Jefferson County Government Complex (entrance on East side of the building) 393 North Lawrence Street, Charles Town, WV 25414

YouTube Link: <https://www.youtube.com/@JeffCoWV>

**If watching live broadcast, please ensure your microphone is muted and be mindful that your video is streaming to others.*

I. Call to Order

II. Determination of Members Present and Existence of a Quorum

III. Public Comment Period

IV. Review/Approve Minutes: January 21, 2026, February 18, 2026, March 18, 2026 (attached)

V. Old Business

- Review and discuss 2026 schedule/speakers:
 - April- continue working on questions – Roman Numeral I and II
 - May - Guest speaker,
 - June- questions II-III,
 - July- questions III-IV
 - August- question IV with wrap-up,
 - September- Speaker, and
 - October- question presentation.
- Continue: Technical Questions regarding Water Usage and Monitoring [ROMAN NUMERAL I cont'd.]
- Preliminary Discussion - Technical Question II

VI. New Business

VII. Member Comment

VIII. Adjournment

Jefferson County Water Advisory Committee

DRAFT Minutes of Meeting | Wednesday, January 21, 2026, at 3:00 PM

Address of Meeting:

County Commission Meeting Room located at the main level of the
Jefferson County Government Complex- **East Side Entrance**
393 North Lawrence Street, Charles Town, WV 25414

I. Call to Order – Mary Sell called the meeting to order at 3pm.

II. Establishment of Quorum: Attendees Commissioner Cara Keys, Mary Sell, Kristen Stolipher, Margaret Liskey, William Smith, Daniel Hayes, Nathaniel Hitt and Elizabeth Riordan. Absent: Alexis Davy

III. Public comment – None

IV. Review/Approval of minutes – July, September, October and By Laws approved
November and December – no copies provided

V. Old Business - none

V. New Business

Election of officers- Daniel Hayes motioned the existing officers remain the same. Cara Keys seconded. Motion passed. Mary Sell, President, Kristen Stolipher, Vice President and Margaret Liskey, Secretary.

Discussion to determine subcommittee meetings publicly and how to proceed with transparency.

Dividing up list of questions by area of interests and specialty.

VI. Member Comment

- Cara Keys -Thank you
- Nathaniel Hitt – still in drought and ground water remains low
- Mary Sell – Updated on LQUA- not published yet

VII. Adjournment

Daniel Hayes Motioned, Cara Keys seconded

Respectfully submitted,

Margaret Liskey

Jefferson County Water Advisory Committee

DRAFT Minutes of Meeting | Wednesday, February 18, 2026, at 3:00 PM

Address of Meeting:

County Commission Meeting Room located at the main level of the
Jefferson County Government Complex- **East Side Entrance**
393 North Lawrence Street, Charles Town, WV 25414

I. Call to Order – Mary Sell called the meeting to order at 3pm.

II. Establishment of Quorum: Attendees Commissioner Cara Keys, Mary Sell, Margaret Liskey, William Smith and Daniel Hayes Absent: Nathaniel Hitt, Elizabeth Riordan, and Alexis Davy. Also in attendance: Travis Markley for Kristen Stopilper’s CTUB replacement

III. Public comment – None

IV. Review/Approval of minutes – Tabled – copies not available

V. Old Business –

Work groups/ subcommittees – agreed to work on one question at a time per meeting(s) as a group. Margaret Liskey started the group discussion for I. Question 1 by reading WV state code 22-26-2 (10) and 22-26-3(c)

V. New Business

Invitation from Shepherdstown Council on February 25. Nathaniel and Mary plan to attend.

VI. Member Comment

- Ethics training and Open meetings act training was held county wide Tuesday, February 17. It was well attended.

VII. Adjournment

Daniel Hayes Motioned, Cara Keys seconded

Respectfully submitted,

Margaret Liskey

Jefferson County Water Advisory Committee

DRAFT Minutes of Meeting | Wednesday, March 18, 2026, at 3:00 PM

Address of Meeting:

County Commission Meeting Room located at the main level of the
Jefferson County Government Complex- **East Side Entrance**
393 North Lawrence Street, Charles Town, WV 25414

- I. Call to Order – Mary Sell called the meeting to order after 3pm.
- II. Establishment of Quorum: Attendees Commissioner Cara Keys via Zoom, Mary Sell, Margaret Liskey, William Smith, Daniel Hayes, Nathaniel Hitt, Elizabeth Riordan, and Travis Markley. Absent: Alexis Davy.
- III. Public comment –Jim Bowman, Bakerton. Concerned about old cistern, town well and septic.
- IV. Review/Approval of minutes – November 2025 -Daniel Hayes motioned to approve and Elizabeth Riordan seconded. December 2025- Daniel Hayes motioned to approve and Will Smith seconded. January and February 2026 – copies not provided
- V. Old Business – Election on Vice President, Cara Keys nominated Daniel Hayes as Vice President and Margaret Liskey seconded. Daniel Hayes is now Vice President. Daniel will do agendas.

Roman numeral I. questions continue as group discussion. Nathaniel and Travis lead discussion. Margaret Liskey will compile each member’s responses into a working document.
- V. New Business
Mary Sell provided a legislative recap.
Provide website updates for WAC page
- VI. Member Comment
 - Daniel Hayes lead the discussion on a schedule: April- continue working on questions, May-guest speaker, June- questions 2-3, July- questions 3-4, August- question 4 with wrap up, September- Speaker, and October- question presentation.

VII. Adjournment

Daniel Hayes Motioned, Cara Keys seconded

Respectfully submitted,

Margaret Liskey