

Minutes

Jefferson County Commission

Thursday, July 24, 2014

A meeting of the Jefferson County Commission was held on Thursday, July 24, 2014 in the County Commission meeting room in the Old Charles Town Library located at 200 E. Washington Street, Charles Town, WV 25414. Present were Commissioners Dale Manuel, Patsy Noland, Walt Pellish, Jane Tabb, and Lyn Widmyer. Also present were Debbie Keyser, County Administrator, Jessica Carroll, Executive Administrative Assistant and Dave Dare, Bailiff. (An audio file of the Thursday, July 24, 2014 meeting is available through the Jefferson County Commission Office.)

PLEDGE OF ALLEGIANCE

Commissioner Manuel led the Pledge of Allegiance.

1. PUBLIC COMMENT

Amy Allen, Jefferson County Development Authority – provided comments concerning the Jefferson County Development Authority’s stance on commercial and residential impact fees, urging the Commission to consider the effect impact fees have on attracting business to the area.

Jacqueline Milliron, resident – provided comments regarding a possible impact fee for water and sewer services and questioned why the Jefferson County Public Service District carries so much debt when their rates are so exorbitant. Ms. Milliron also stated the Public Service District should consider consolidation to benefit the current ratepayers.

Scott Sudduth, Jefferson County Board of Education President – provided comments regarding the importance of impact fees, stating the funds received by the local schools through the impact fees have been a critical component in meeting the needs of the students of Jefferson County.

Jennifer Brockman, Director of Planning and Zoning – reminded the Commission and audience that the Planning and Zoning Office would be accepting written comments on the Envision Jefferson 2035 Comprehensive Plan until 5:00 pm on Monday, July 28. Ms. Brockman also stated that the Comprehensive Plan recommends a 2-tier impact fee system.

Charles Cheezum, resident – thanked the Commission for holding last week’s discussion with the Jefferson County Public Service District Staff, stating it was helpful to have access to the information provided during the meeting. Mr. Cheezum also suggested the possibility of having an operational audit conducted on the JCPSD.

Chris Cody, resident and business owner – provided comments regarding the possibility of incorporating water and sewer services into the current impact fees. Mr. Cody also stated it has become too expensive to live in Jefferson County, and he has since built a home outside of the County.

Mike Wiley, President of Jefferson County Citizens for Economic Preservation – provided comments regarding the high cost of residential impact fees and expressed his concerns over the inconsistencies within the TischlerBise impact fee study data.

David Hartley, Eastern Panhandle Homebuilder’s Association – provided comments regarding the County’s current residential impact fees, wanting to find a way to ensure the fees are calculated, collected, and spent properly.

PRESENTATIONS

2. Roger Goodwin, Chief County Engineer and Michelle Mason, Impact Fee Specialist – provided the Commission with a PowerPoint presentation regarding the current impact fees and addressed questions posed by the Commission and the stakeholders. Mr. Goodwin also suggested a committee be formed to address the technical aspects of the impact fee study to ensure all parties were in agreement and knowledgeable to the same data regarding calculations, values, etc. The Commission agreed to this suggestion, and Mr. Goodwin provided a draft timeline of events to occur prior to the Commission’s final decision regarding impact fees. Finally, the Commission closed with their individual comments concerning the impact fees.
3. Continuation of PSD Discussion
 - A. WV Infrastructure and Jobs Development Council (IJDC) review of funding requests from Jefferson County Public Service District.
 - **Motion by Mr. Manuel to approve the letter to be sent to the WV IJDC to review the funding requests from the Jefferson County Public Service District. Motion seconded but fails on a vote of 3-2 with Ms. Noland, Mr. Pellish, and Ms. Tabb opposing.**
 - B. Begin preparation to institute an impact fee for the proposed PSD water and sewer projects – the Commission discussed various possibilities to reduce the financial impact on the Public Service District ratepayers, including the possibility of instituting an impact fee; however, no decisions were made and it was the consensus of the Commission to continue to research this topic.
4. County Wide Water and Sewer Utility Board – the Commission also discussed the possible benefits of the consolidation and creation of a county wide water and sewer utility board. It was the consensus of the Commission to conduct further research on this topic. The

Commission also invited Ms. Sue Lawton, General Manager of the Jefferson County Public Service District, to attend the July 31, 2014 regular County Commission meeting to provide the Commission with an update regarding the discussion and outcome of the PSD's meeting with the cities of Charles Town and Ranson.

5. The Commission meeting was adjourned at 12:03 pm on a motion by Mr. Manuel. Motion was seconded and unanimously approved.

WALT PELLISH, PRESIDENT

Respectfully submitted
Jessica D. Carroll
Administrative Assistant