CITY COUNCIL REGULAR MEETING

~ AGENDA ~

REGULAR MEETING

www.ransonwv.gov

November 4, 2025 | 7:00 P.M. | Council Chamber

MEETING REGISTRATION:

https://ransonwv.gov/yourgovernment/agendas-and-minutes/

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

I. CALL TO ORDER

II. APPROVAL OF MINUTES

1. Minutes October 21, 2025
   October 21, 2025.docx

III. CITIZEN'S PRESENTATIONS/PETITIONS

1. Jefferson County Historic Landmarks Commission (JCHLC) updates and discussion

IV. CITY MANAGER/STAFF REPORTS

1. Chief Of Police Status Report
2. City Manager Report

V. COMMUNICATIONS FROM THE MAYOR

1. Proclamation – National American Indian Heritage Month

   Proclamation of the City of Ranson Recognizing National American Indian Heritage Month .docx

2. Proclamation – National Family Literacy Day
   Literacy_Proclamation.docx__11042025 (14).docx

VI. COUNCIL/COMMITTEE ANNOUNCEMENTS

VII. COUNCIL BUSINESS

1. Recognition – Former Council Member Tommy Custer

2. 2025-20 Resolution of the Ranson City Council Authorizing Financial Assistance to Jefferson County Community Ministries in Response to the Government Shutdown and Supplemental Nutrition Assistance Program (SNAP) Service Disruption.
   Resolution 2025.-20 SNAP Support JCCM.docx

3. Ordinance 2025- 06 First Reading of an Ordinance Approving the Annexation of Certain Real Property by Petition Pursuant to West Virginia Code §8-6-4a; Briar Run Estates Sections One, Section Two and Section Three
   Ordinance 2025 -06 Annexation Briar Run.docx
   PROPERTY DESCRIPTION.docx
   20251021 - WV RANSON - 55 ACRE ANNEX EXHIBIT.pdf BRE 10212025.pdf
   Freeholders__Petition_for_Annexation 3182025.pdf

4. WVABC Licensing request- Zoning form, Applicant PTV 1132 LLC submitted an application for Wawa Inc.
   25-39-ABC-_Zoning Letter.pdf
   Zoning App.pdf

5. Legal Strategy Related to Sewer Capacity Improvement Fees Enacted by the City of Charles Town - Possible Executive Session

6. Consideration of Appeal – WV Public Service Commission (CTUB Capacity Improvement Fees)

7. Consideration of the Feasibility of Establishing a Newly Developed Public Sewer Treatment Facility

8. Municipal Prosecutor Resignation and Consideration of Appointment
   Adam Ward_Redacted.pdf

VIII. ADJOURNMENT

IX. INFORMATION ONLY

1. October 7, 2025 Meeting
   HEPMPO .pdf
   Route 9287 Roundabout Flyer - Fall 2025_For Distribution.pdf

AGENDA ITEM II.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **APPROVAL OF MINUTES**

SUBJECT: Minutes October 21, 2025

ATTACHMENTS:

October 21, 2025.docx

CITY COUNCIL REGULAR MEETING
Minutes October 21, 2025

~ AGENDA ~

I. CALL TO ORDER

Kenneth Suits, Mayor	**Present**
Andy Colandrea	**Present**
Herbie McDaniel	**Present**
Stephanie Fagan	**Present**
Jaden Bound	**Present**
Jaelyn Wratchford	**7:07PM**

II. APPROVAL OF MINUTES

Kenneth Suits, Mayor	**Abstain**
Andy Colandrea	**Yes**
Herbie McDaniel	**Yes**
Stephanie Fagan	**Yes**
Jaden Bound	**Yes**
Jaelyn Wratchford	**7:07 PM**

III. CITIZEN'S PRESENTATIONS/PETITIONS

Jefferson County Historic Landmarks Commission (JCHLC) updates
Representatives were unable to attend the October 21, 2025 meeting but will attend the November 4, 2025 meeting to provide updates and discuss matters with the Mayor and Council.

Deanna Burger addressed the Mayor and Council to share her concerns about Marcus Field being used by the community and to acknowledge the volunteers who have contributed to football coaching at the facility.

Chrissy Wimer, with the Jefferson County Foundation, thanked Tommy Custer for his service as a council member for the City of Ranson. Dr. Wimer addressed the Mayor and Council to express her concerns about the appointment of a Jefferson County representative to the Ranson Planning Commission Board by the Mayor. She shared examples illustrating her concern that allowing the new appointee to participate in executive sessions could create a conflict of interest, particularly if Ranson were seeking legal advice on an issue that also involved Jefferson County. Wimer suggested calling the position an Liason, she asked the Council to reconsider this decision.

IV. CITY MANAGER/STAFF REPORTS

1. Chief Of Police Status Report

Police Chief Bobby Miller informed the Mayor and Council about a partnership with the Jefferson County Sheriff's Office for a Route 9 bypass enforcement operation conducted on October 15, 2025, which resulted in 97 traffic stops and 4 arrests. He noted that officer testing will take place on October 25, 2025, at the Ranson Civic Center. Chief Miller also reported that officers will be patrolling streets and neighborhoods during Trick-or-Treating on October 31, 2025. He further advised that he will be attending a two-week training course in Charleston but will remain available if needed.

2. Community Development Status Report - September

   No Action at this time

3. Public Works Status Report - September
   No Action at this time

4. Finance Department Status Report - September
   No Action at this time

5. Parks and Recreation Status Report - September
   No Action at this time

6. City Manager Report

City Manager Todd Wilt has a table drop to the council regarding the meeting in regard of the bike path and Rt 9 connections. City Manager informed the Mayor and Council that the Jefferson County CVB received the Best Advertising Award at the Morgantown Tourism Summit. He also noted that an audit training will be held on November 3, 2025, in Bridgeport for anyone interested in attending, and that Ranson staff will be participating. Parks and Recreation will host the annual Halloween Bash on Friday, October 24, 2025, from 6:00 to 8:00 p.m. Mr. Wilt reported that staff have begun preparations for the Ranson and Charles Town parades, as well as the Ranson Tree Lighting. He added that he will be attending the conference but will remain available if needed.

COMMUNICATIONS FROM THE MAYOR

VI. COUNCIL/COMMITTEE ANNOUNCEMENTS

VII. COUNCIL BUSINESS

1. Acknowledgment and Acceptance of Council Member Resignation, At Large Seat, Term Ending June 2026

   Mayor Ken Suits, Announced the resignation of Council Member Tommy Custer, and read the letter of Mr. Custer resignation due to his current Health Issues.

Kenneth Suits, Mayor	**Abstain**
Andy Colandrea	**Yes**
Herbie McDaniel	**Yes**
Stephanie Fagan	**Second**
Jaden Bound	**Motion**
Jaelyn Wratchford	**Yes**

2. Consideration of Procedure to Fill City Council At-Large Vacancy, Term Ending June 2026

   The Ranson City Council has instructed staff to advertise the open At-Large vacancy in the local newspaper, on the Ranson website, and on the posting board outside City Hall. Applications will be accepted until November 14, 2025**.** Interviews will be conducted on November 19, 2025, at 6:00 PM in the Ranson City Council Chambers, 312 S. Mildred Street, Ranson, WV 25438**.**

3. Approval of Award Recommendation - Ranson Audit Engagement Contract (25-224) for FY2025/FY2026

Kenneth Suits, Mayor	**Abstain**
Andy Colandrea	**Motion**
Herbie McDaniel	**Second**
Stephanie Fagan	**Yes**
Jaden Bound	**Yes**
Jaelyn Wratchford	**Yes**

4. Consideration for Establishing a Nonvoting Advisory Position on the Ranson Planning Commission and Conditional Appointment

   Council Member Colandrea made a motion to create a nonvoting Advisory Position on the Planning Commission, and Council Member Wratchford seconded the motion for discussion. Colandrea shared with the Council that he was recently nominated for the position of President and has accepted the nomination. He stated that having someone to serve on the Planning Commission Board in an advisory capacity is something he supports. Council Member Jaelyn Wratchford seconded the motion and agreed with Dr. Wimer, who referred to the position as a “Liason position,” meaning it would include membership and the right to vote.

Kenneth Suits, Mayor	**Abstain**
Andy Colandrea	**Motion**
Herbie McDaniel	**NO**
Stephanie Fagan	**NO**
Jaden Bound	**NO**
Jaelyn Wratchford	**Second**

VIII. ADJOURNMENT

The meeting was adjourned at 7:33 PM. The motion to adjourn was made by Councilmember Andy Colandrea and seconded by Councilmember Herbie McDaniel the next Council meeting is scheduled for November 4, 2025 at 7:00 PM at the Ranson City Council Chambers, located at 312 S. Mildred Street, Ranson, WV 25438.

_____
Kenneth Suits, Mayor

_____
Darla Armstrong, City Clerk

AGENDA ITEM III.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **CITIZEN'S PRESENTATIONS/PETITIONS**

SUBJECT: Jefferson County Historic Landmarks Commission (JCHLC) updates and discussion

The JCHLC received $1,500 to go toward the purchase of a small parcel of land abutting Duffields Depot, a historic property owned by the JCHLC, in order to create a small parking area to open the historic site to the public.

ATTACHMENTS:

AGENDA ITEM IV.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **CITY MANAGER/STAFF REPORTS**

SUBJECT: Chief Of Police Status Report

Should there be any questions or concerns regarding the information provided, please contact Ranson Police Chief Miller, for clarification or further assistance.

ATTACHMENTS:

AGENDA ITEM IV.2

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **CITY MANAGER/STAFF REPORTS**

SUBJECT: City Manager Report

The City Manager will present a report addressing matters of relevance to the City Council. Council action is not anticipated or requested on these matters.

ATTACHMENTS:

AGENDA ITEM V.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COMMUNICATIONS FROM THE MAYOR**

SUBJECT: Proclamation – National American Indian Heritage Month

The Mayor will present a proclamation recognizing National American Indian Heritage Month.

ATTACHMENTS:

Proclamation of the City of Ranson Recognizing National American Indian Heritage Month .docx

Proclamation of the City of Ranson Recognizing National American Indian Heritage Month

WHEREAS, the history and culture of our great nation have been significantly influenced by American Indians and indigenous peoples; and

WHEREAS, the contributions of American Indians have enhanced the freedom, prosperity, and greatness of America today, and

WHEREAS, their customs and traditions are respected and celebrated as part of a rich legacy throughout the United States; and

WHEREAS, Native American Awareness Week began in 1976 and recognition was expanded by Congress and approved by President George Bush in August 1990, designating the month of November, as National American Indian Heritage Month; and

WHEREAS, in honor of National American Indian Heritage Month, community celebrations as well as numerous cultural, artistic, educational, and historical activities have been planned;

NOW THEREFORE, I Kenneth Suits, by virtue of the authority vested in me as Mayor of the City of Ranson do hereby proclaim November as the National American Indian Heritage Month, in November, and urge all our citizens to observe this month with appropriate programs, ceremonies and activities.

Done this day on November 4th, 2025 in Ranson, West Virginia.

_____

Kenneth Suits, Mayor

_____

Darla Armstrong, City Clerk

AGENDA ITEM V.2

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong, Administrative

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COMMUNICATIONS FROM THE MAYOR**

SUBJECT: Proclamation – National Family Literacy Day

The Mayor will present a proclamation recognizing National Family Literacy Day

ATTACHMENTS:

Literacy_Proclamation.docx__11042025 (14).docx

Proclamation of the City of Ranson Recognizing National Family Literacy Day

WHEREAS, National Family Literacy Day, established by the 103rd Congress in 1994, and now marking its 31st Anniversary on November 1, 2025, highlights the importance of reading and learning for the entire family and emphasizes the impact that parents have on their child's learning; and

WHEREAS, this day is celebrated across America each year, and focuses on special activities and events that showcase the importance of family literacy programs that empower families and build a nation of readers; and

WHEREAS, literacy programs across the United States will observe National Family Literacy Day by holding read-a-thons, book drives, workshops, and family activities at schools, libraries, and community centers to encourage literacy; and

WHEREAS, as many as one in six adults struggle with reading and writing, and by learning to read, individuals can gain self-respect and confidence and strive toward goals that otherwise would not be achievable; and

WHEREAS, the National Society of the Daughters of the American Revolution is a nonprofit, nonpolitical volunteer women's service organization dedicated to promoting patriotism, preserving American history, and securing America's future through better education for children and adults; and

WHEREAS, education being one of the cornerstones of the National Society of the Daughters of the American Revolution, Bee Line Chapter is committed to increasing literacy by promoting and supporting literacy programs.

NOW, THEREFORE, I, Kenneth Suits, by virtue of the authority vested in me by City of Ranson hereby proclaims November 1st as National Family Literacy Day in Ranson, West Virginia.

NATIONAL FAMILY LITERACY DAY

To underscore the importance of literacy, celebrate the joy of reading, encourage residents to promote literacy by reading together as a family, and to extend deep appreciation to our local librarians, educators, and literacy service providers for their tireless efforts to strengthen the literacy of our children and our community.

Done this day on November 4th, 2025 in Ranson, West Virginia.

_____
Kenneth Suits, Mayor

_____
Darla Armstrong, City Clerk

AGENDA ITEM VII.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Recognition – Former Council Member Tommy Custer

The City Council will recognize former Council Member Tommy Custer for his dedication, leadership, and commitment to the Ranson community.

ATTACHMENTS:

AGENDA ITEM VII.2

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: 2025-20 Resolution of the Ranson City Council Authorizing Financial Assistance to Jefferson County Community Ministries in Response to the Government Shutdown and Supplemental Nutrition Assistance Program (SNAP) Service Disruption.

City Council will consider a resolution authorizing financial assistance to Jefferson County Community Ministries in response to the recent disruption of the Supplemental Nutrition Assistance Program (SNAP) caused by the federal government shutdown. The resolution allocates Twenty Thousand Dollars ($20,000) from the Contingencies line item to the Community Sponsorship line item of the FY26 General Fund Budget and directs Five Thousand Dollars ($5,000) from the Community Sponsorship line item to Jefferson County Community Ministries to support emergency food and household assistance for Ranson residents affected by the disruption.

ATTACHMENTS:

Resolution 2025.-20 SNAP Support JCCM.docx

Resolution 2025-20

A RESOLUTION OF THE RANSON CITY COUNCIL, AUTHORIZING FINANCIAL ASSISTANCE TO JEFFERSON COUNTY COMMUNITY MINISTRIES IN RESPONSE TO THE GOVERNMENT SHUTDOWN AND SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP) SERVICE DISRUPTION

WHEREAS, a disruption in the Supplemental Nutrition Assistance Program (SNAP) system caused by the ongoing federal government shutdown has resulted in significant hardship for low-income families and individuals within the community; and

WHEREAS, Jefferson County Ministries has been actively providing emergency food distribution and crisis support to affected residents during this disruption; and

WHEREAS, the City of Ranson recognizes the importance of supporting local relief organizations that directly assist Ranson residents in meeting essential food and household needs during times of crisis; and

WHEREAS, it is recommended that the City of Ranson allocate and additional Twenty Thousand Dollars ($20,000) to the Community Sponsorship line item from the Contingencies line item of the FY26 General Fund Budget to provide support for crises that may arise within the city; and

WHEREAS, it is recommended that the City of Ranson allocate Five Thousand Dollars ($5,000.00) from the Community Sponsor line item of the FY26 General Fund Budget to Jefferson County Community Ministries to assist in their continued response to the disruption to the Supplemental Nutrition Assistance Program; and

WHEREAS, the proposed financial allocations will be used to support emergency aid and food assistance for community members affected by the disruption to the Supplemental Nutrition Assistance Program, while ensuring that adequate funds are still available within the City's current budget to cover other necessary expenses;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF RANSON, WEST VIRGINIA:

1. The City of Ranson hereby authorizes the allocation of Twenty Thousand Dollars ($20,000) from the Contingencies line item to the Community Sponsorship line item of the FY26 General Fund Budget, to ensure resources are available to support emergency needs and community crises that may arise within the City.

2. The City of Ranson further allocates Five Thousand Dollars ($5,000) from the Community Sponsorship line item of the FY26 General Fund Budget to Jefferson County Community Ministries to assist in their continued response to the disruption of the Supplemental Nutrition Assistance Program (SNAP) and the related impacts of the federal government shutdown. Said funds shall be used exclusively for emergency aid, food distribution, and related crisis response efforts serving Ranson residents.
3. The City Manager is hereby authorized and directed to take all actions necessary to effectuate this resolution and ensure the proper disbursement and documentation of funds in coordination with Jefferson County Community Ministries.

Signed and approved this 4th day of November

_____

Kenneth Suits, Mayor

_____

Darla Armstrong, City Clerk

AGENDA ITEM VII.3

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Ordinance 2025- 06 First Reading of an Ordinance Approving the Annexation of Certain Real Property by Petition Pursuant to West Virginia Code §8-6-4a; Briar Run Estates Sections One, Section Two and Section Three

Property owners from the Briar Run Community (Phases 1, 2, and 3) have submitted a petition to the City of Ranson requesting the annexation of an estimated 134 homes into the City of Ranson.

ATTACHMENTS:

Ordinance 2025 -06 Annexation Briar Run.docx
PROPERTY DESCRIPTION.docx
20251021 - WV RANSON - 55 ACRE ANNEX EXHIBIT.pdf BRE 10212025.pdf
Freeholders__Petition_for_Annexation 3182025.pdf

Ordinance 2025-06

AN ORDINANCE AUTHORIZING AND APPROVING THE ANNEXATION BY PETITION OF CERTAIN PROPERTY, COMMONLY KNOWN AS BRIAR RUN ESTATES, PHASES ONE, TWO, AND THREE, INTO THE CITY OF RANSON PURSUANT TO WEST VIRGINIA CODE §8-6-4a

WHEREAS, the City of Ranson, located in Jefferson County, West Virginia, is authorized under the provisions of West Virginia Code §8-6-4a to annex territory by petition without an election when the county has adopted a comprehensive zoning ordinance that includes urban growth boundaries; and

WHEREAS, Jefferson County has adopted such a zoning ordinance and urban growth boundary, and the territory proposed for annexation lies within the designated Urban Growth Boundary as established in coordination with the County; and

WHEREAS, a petition has been received from more than fifty percent of the freeholders of the area proposed for annexation, requesting that the property be annexed into the corporate limits of the City of Ranson pursuant to the authority of §8-6-4a; and

WHEREAS, the property to be annexed consists of approximately 55.786 acres, the Briar Run Estates subdivision, of which are contiguous to the current boundaries of the City of Ranson; and

WHEREAS, the City Council of the City of Ranson finds that the proposed annexation promotes sound municipal growth, is consistent with the City's adopted plans and development policies, and serves the interests of both the City and the property owners within the annexation area;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RANSON, WEST VIRGINIA, that the territory described in the annexation petition and more particularly described by the following metes and bounds:

BEING A 55.786 ACRE TRACT OF LAND SITUATED IN JEFFERSON COUNTY, WEST VIRGINIA BEING ALL OF THE DESCRIBED TRACTS AS FOLLOWS:

ALL OF CALLED BRIAR RUN ESTATES PHASE ONE RECORDED IN PLAT BOOK 14, PAGE 75, PLAT BOOK, JEFFERSON COUNTY, WEST VIRGINIA;

ALL OF CALLED BRIAR RUN ESTATES PHASE 2 RECORDED IN PLAT BOOK 15, PAGE 69, PLAT BOOK, JEFFERSON COUNTY, WEST VIRGINIA;

ALL OF CALLED BRIAR RUN ESTATES PHASE 3 RECORDED IN PLAT BOOK 18, PAGE 4, PLAT BOOK, JEFFERSON COUNT, WEST VIRGINIA, AND BEING PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT IN THE WEST ROW LINE OF FLOWING SPRINGS ROAD, FOR THE SOUTHEAST CORNER OF SAID BRIAR RUN ESTATES PHASE THREE, AND THE HEREIN DESCRIBED TRACT;

THENCE, NORTH 73°01'57" WEST WITH THE SOUTH LINE OF SAID BRIAR RUN ESTATES PHASE THREE AND THE SOUTH LINE OF THE HEREIN DESCRIBED TRACT, A DISTANCE OF 833.16 FEET

TO A POINT FOR THE SOUTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, ALONG THE WEST LINE OF SAID BRIAR RUN ESTATES PHASE TWO AND PHASE THREE, THE FOLLOWING NINE (9) COURSES AND DISTANCES:

1. *NORTH 05°39'43" EAST, A DISTANCE OF 1153.67 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;*
2. *NORTH 05°40'48" EAST, A DISTANCE OF 213.60 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;*
3. *NORTH 73°55'16" WEST, A DISTANCE OF 396.28 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;*
4. *NORTH 19°39'01" EAST, A DISTANCE OF 187.10 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;*
5. *NORTH 66°18'19" WEST, A DISTANCE OF 42.05 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;*
6. *NORTH 24°53'57" EAST, A DISTANCE OF 70.00 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;*
7. *NORTH 19°39'01" EAST, A DISTANCE OF 128.10 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;*
8. *SOUTH 70°20'59" EAST, A DISTANCE OF 208.00 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;*
9. *NORTH 15°56'19" EAST, A DISTANCE OF 965.71 FEET TO A POINT IN THE SOUTH LINE OF SAID 82.00 ACRE TRACT DESCRIBED IN A DEED OF DISTRIBUTION TO MARY ANN MCDONALD RECORDED IN DEED BOOK 1321, PAGE 736, DEED BOOK, JEFFERSON COUNTY, WEST VIRGINIA FOR AN NORTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;*

THENCE, SOUTH 74°03'21" EAST ALONG THE SOUTH LINE OF SAID MCDONALD 82.00 ACRES, AND THE NORTH LINE OF THE HEREIN DESCRIBED TRACT A DISTANCE OF 1040.00 FEET TO A POINT IN THE WEST R.O.W. LINE OF FLOWING SPRINGS ROAD FOR THE NORTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, SOUTH 15°56'19" WEST ALONG THE WEST R.O.W. LINE OF SAID FLOWING SPRINGS ROAD A DISTANCE OF 627.97 FEET TO AN ANGLE POINT OF SAID BRIAR RUN ESTATES PHASE ONE, AND THE HEREIN DESCRIBED TRACT;

THENCE, CONTINUING ALONG SAID BRIAR RUN ESTATES PHASE ONE THE FOLLOWING FIVE (5) COURSES AND DISTANCES:

1. *NORTH 71°44'09" WEST, A DISTANCE OF 308.74 FEET TO A POINT FOR AN INTERIOR CORNER;*
2. *SOUTH 16°41'50" WEST, A DISTANCE OF 246.04 FEET TO A POINT FOR AN INTERIOR CORNER;*
3. *SOUTH 71°44'09" EAST, A DISTANCE OF 77.92 FEET TO A POINT FOR AN INTERIOR CORNER;*
4. *SOUTH 60°21'34" EAST, A DISTANCE OF 100.28 FEET TO A POINT FOR AN INTERIOR CORNER;*
5. *SOUTH 71°44'09" EAST, A DISTANCE OF 136.57 FEET TO A POINT IN THE WEST R.O.W. LINE OF SAID FLOWING SPRINGS ROAD, FOR AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;*

THENCE, SOUTH 15°56'19" WEST ALONG THE WEST R.O.W. LINE OF SAID FLOWING SPRINGS ROAD, THE EAST LINE OF ESTATES, A DISTANCE OF 178.91 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;

THENCE, DEPARTING THE WEST R.O.W. LINE OF SAID FLOWING SPRINGS ROAD AND ALONG A 2.28 ACRE TRACT DESCRIBED IN A DEED TO TADEUSZ AND VIVIAN H. LEWIS RECORDED IN DEED BOOK 1271, PAGE 52, DEED BOOK, JEFFERSON COUNTY, WEST VIRGINIA THE FOLLOWING THREE (3) COURSES AND DISTANCES:

1. *NORTH 73°59'53" WEST, A DISTANCE OF 367.91 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;*
2. *SOUTH 05°34'29" WEST, A DISTANCE OF 295.06 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;*
3. *SOUTH 70°40'57" EAST, A DISTANCE OF 318.65 FEET TO A POINT IN THE WEST R.O.W. LINE OF SAID FLOWING SPRINGS ROAD, FOR AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;*

THENCE, ALONG THE WEST R.O.W. LINE OF SAID FLOWING SPRINGS ROAD, AND THE EAST LINE OF ESTATES THE FOLLOWING SIX (6) COURSES AND DISTANCES:

1. *SOUTH 16°22'33" WEST, A DISTANCE OF 279.12 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;*
2. *SOUTH 05°28'21" WEST, A DISTANCE OF 589.68 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;*
3. *SOUTH 07°34'54" WEST, A DISTANCE OF 298.88 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;*
4. *SOUTH 05°28'21" WEST, A DISTANCE OF 182.00 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;*
5. *SOUTH 05°40'57" WEST, A DISTANCE OF 70.69 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;*

6. *SOUTH 05°28'21" WEST, A DISTANCE OF 230.57 FEET TO THE POINT OF BEGINNING, AND CONTAINING 55.786 ACRES OR 2,430,050 SQUARE FEET OF LAND IN JEFFERSON COUNTY, WEST VIRGINIA.*

THE BASIS OF THIS DESCRIPTION IS THE WEST VIRGINIA STATE PLANE COORDINATE SYSTEM, NORTH ZONE (FIPS 4701) (NAD'83).

Together with the annexation plat attached hereto and incorporated herein by reference, is hereby annexed into the corporate limits of the City of Ranson pursuant to the provisions of West Virginia Code §8-6-4a.

The City Manager is hereby directed to forward this ordinance to the Jefferson County Commission for entry of a confirming order as required by West Virginia Code §8-6-4a(h). This ordinance shall take effect immediately upon its adoption and filing in accordance with applicable law.

First Reading: November 4, 2025

Public Hearing: _____

Second Reading: _____

Enacted this ____ day of _____ 2025

Adopted by the City Council of the City of Ranson after a 1st reading on November 4, 2025 and a 2nd reading on _____, by a vote of ____ in the affirmative, ____ in the negative with __ abstaining.

_____
Kenneth Suits, Mayor

ATTEST:

AFFIX CITY SEAL:

_____
Darla Armstrong, City Clerk

PROPERTY DESCRIPTION

BEING A 55.786 ACRE (2,430,050 SQUARE FEET) TRACT OF LAND SITUATED IN JEFFERSON COUNTY, WEST VIRGINIA BEING ALL OF THE DESCRIBED TRACTS AS FOLLOWS:

ALL OF CALLED BRIAR RUN ESTATES PHASE ONE RECORDED IN PLAT BOOK 14, PAGE 75, PLAT BOOK, JEFFERSON COUNTY, WEST VIRGINIA;

ALL OF CALLED BRIAR RUN ESTATES PHASE 2 RECORDED IN PLAT BOOK 15, PAGE 69, PLAT BOOK, JEFFERSON COUNTY, WEST VIRGINIA;

ALL OF CALLED BRIAR RUN ESTATES PHASE 3 RECORDED IN PLAT BOOK 18, PAGE 4, PLAT BOOK, JEFFERSON COUNT, WEST VIRGINIA, AND BEING PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT IN THE WEST ROW LINE OF FLOWING SPRINGS ROAD, FOR THE SOUTHEAST CORNER OF SAID BRIAR RUN ESTATES PHASE THREE, AND THE HEREIN DESCRIBED TRACT;

THENCE, NORTH 73°01'57" WEST WITH THE SOUTH LINE OF SAID BRIAR RUN ESTATES PHASE THREE AND THE SOUTH LINE OF THE HEREIN DESCRIBED TRACT, A DISTANCE OF 833.16 FEET TO A POINT FOR THE SOUTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, ALONG THE WEST LINE OF SAID BRIAR RUN ESTATES PHASE TWO AND PHASE THREE, THE FOLLOWING NINE (9) COURSES AND DISTANCES:

1. NORTH 05°39'43" EAST, A DISTANCE OF 1153.67 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;

2. NORTH 05°40'48" EAST, A DISTANCE OF 213.60 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;

3. NORTH 73°55'16" WEST, A DISTANCE OF 396.28 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;

4. NORTH 19°39'01" EAST, A DISTANCE OF 187.10 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;

5. NORTH 66°18'19" WEST, A DISTANCE OF 42.05 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;

6. NORTH 24°53'57" EAST, A DISTANCE OF 70.00 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;

7. NORTH 19°39'01" EAST, A DISTANCE OF 128.10 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;

8. SOUTH 70°20'59" EAST, A DISTANCE OF 208.00 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;

9. NORTH 15°56'19" EAST, A DISTANCE OF 965.71 FEET TO A POINT IN THE SOUTH LINE OF SAID 82.00 ACRE TRACT DESCRIBED IN A DEED OF DISTRIBUTION TO MARY ANN MCDONALD RECORDED IN DEED BOOK 1321, PAGE 736, DEED BOOK, JEFFERSON COUNTY, WEST VIRGINIA FOR AN NORTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, SOUTH 74°03'21" EAST ALONG THE SOUTH LINE OF SAID MCDONALD 82.00 ACRES, AND THE NORTH LINE OF THE HEREIN DESCRIBED TRACT A DISTANCE OF 1040.00 FEET TO A POINT IN THE WEST R.O.W. LINE OF FLOWING SPRINGS ROAD FOR THE NORTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, SOUTH 15°56'19" WEST ALONG THE WEST R.O.W. LINE OF SAID FLOWING SPRINGS ROAD A DISTANCE OF 627.97 FEET TO AN ANGLE POINT OF SAID BRIAR RUN ESTATES PHASE ONE, AND THE HEREIN DESCRIBED TRACT;

THENCE, CONTINUING ALONG SAID BRIAR RUN ESTATES PHASE ONE THE FOLLOWING FIVE (5) COURSES AND DISTANCES:

1. NORTH 71°44'09" WEST, A DISTANCE OF 308.74 FEET TO A POINT FOR AN INTERIOR CORNER;
2. SOUTH 16°41'50" WEST, A DISTANCE OF 246.04 FEET TO A POINT FOR AN INTERIOR CORNER;
3. SOUTH 71°44'09" EAST, A DISTANCE OF 77.92 FEET TO A POINT FOR AN INTERIOR CORNER;
4. SOUTH 60°21'34" EAST, A DISTANCE OF 100.28 FEET TO A POINT FOR AN INTERIOR CORNER;
5. SOUTH 71°44'09" EAST, A DISTANCE OF 136.57 FEET TO A POINT IN THE WEST R.O.W. LINE OF SAID FLOWING SPRINGS ROAD, FOR AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;

THENCE, SOUTH 15°56'19" WEST ALONG THE WEST R.O.W. LINE OF SAID FLOWING SPRINGS ROAD, THE EAST LINE OF ESTATES, A DISTANCE OF 178.91 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;

THENCE, DEPARTING THE WEST R.O.W. LINE OF SAID FLOWING SPRINGS ROAD AND ALONG A 2.28 ACRE TRACT DESCRIBED IN A DEED TO TADEUSZ AND VIVIAN H. LEWIS RECORDED IN DEED BOOK 1271, PAGE 52, DEED BOOK, JEFFERSON COUNTY, WEST VIRGINIA THE FOLLOWING THREE (3) COURSES AND DISTANCES:

1. NORTH 73°59'53" WEST, A DISTANCE OF 367.91 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;
2. SOUTH 05°34'29" WEST, A DISTANCE OF 295.06 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;

3. SOUTH 70°40'57" EAST, A DISTANCE OF 318.65 FEET TO A POINT IN THE WEST R.O.W. LINE OF SAID FLOWING SPRINGS ROAD, FOR AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;

THENCE, ALONG THE WEST R.O.W. LINE OF SAID FLOWING SPRINGS ROAD, AND THE EAST LINE OF ESTATES THE FOLLOWING SIX (6) COURSES AND DISTANCES:

1. SOUTH 16°22'33" WEST, A DISTANCE OF 279.12 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;

2. SOUTH 05°28'21" WEST, A DISTANCE OF 589.68 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;

3. SOUTH 07°34'54" WEST, A DISTANCE OF 298.88 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;

4. SOUTH 05°28'21" WEST, A DISTANCE OF 182.00 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;

5. SOUTH 05°40'57" WEST, A DISTANCE OF 70.69 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;

6. SOUTH 05°28'21" WEST, A DISTANCE OF 230.57 FEET TO THE **POINT OF BEGINNING**, AND CONTAINING 55.786 ACRES OR 2,430,050 SQUARE FEET OF LAND IN JEFFERSON COUNTY, WEST VIRGINIA.

THE BASIS OF THIS DESCRIPTION IS THE WEST VIRGINIA STATE PLANE COORDINATE SYSTEM, NORTH ZONE (FIPS 4701) (NAD'83).

GRAPHIC SCALE IN FEET

100 0 50 100 200

1" = 100' @ 24X36

GENERAL NOTES:

1. THIS EXHIBIT IS PREPARED FOR ANNEXATION PURPOSES ONLY. THIS IS NOT A LAND TITLE SURVEY.
2. THIS DRAWING IS BASED ON RECORD INFORMATION ONLY.
3. THIS IS AN OSTENSIBLE BOUNDARY SHOWN FOR VISUAL AID ONLY. NOT A RESOLVED BOUNDARY.
4. THE BASIS OF THIS DRAWING IS THE WEST VIRGINIA STATE PLANE COORDINATE SYSTEM, NORTH ZONE (FIPS 4701) (NAD'83)



ANNEXATION EXHIBIT OF
55.786 ACRES
CITY OF RANSON, JEFFERSON COUNTY, WEST VIRGINIA

Kimley»Horn

10101 Reunion Place, Suite 400
San Antonio, Texas 78216 FIRM # 10193973
Tel. No. (210) 541-9166
www.kimley-horn.com

Scale	Drawn by	Checked by	Date	Project No.	Sheet No.
1" = 100'	ARP	JLJ	10/21/2025	110894001	1 OF 2

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DWG NAME: K:\SNA_SURVEY\110894001_WV_CITY OF RANSON\DGN\S110894001_WV_CITY OF RANSON SURVEY EXHIBIT.DWG PLOTTED BY: PERKINS, AARON 10/21/2025 10:28 AM LAST SAVED: 10/21/2025 10:26 AM

PROPERTY DESCRIPTION

BEING A 55.786 ACRE (2,430,050 SQUARE FEET) TRACT OF LAND SITUATED IN JEFFERSON COUNTY, WEST VIRGINIA BEING ALL OF THE DESCRIBED TRACTS AS FOLLOWS:

ALL OF CALLED BRIAR RUN ESTATES PHASE ONE RECORDED IN PLAT BOOK 14, PAGE 75, PLAT BOOK, JEFFERSON COUNTY, WEST VIRGINIA;

ALL OF CALLED BRIAR RUN ESTATES PHASE 2 RECORDED IN PLAT BOOK 15, PAGE 69, PLAT BOOK, JEFFERSON COUNTY, WEST VIRGINIA;

ALL OF CALLED BRIAR RUN ESTATES PHASE 3 RECORDED IN PLAT BOOK 18, PAGE 4, PLAT BOOK, JEFFERSON COUNT, WEST VIRGINIA, AND BEING PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT IN THE WEST ROW LINE OF FLOWING SPRINGS ROAD, FOR THE SOUTHEAST CORNER OF SAID BRIAR RUN ESTATES PHASE THREE, AND THE HEREIN DESCRIBED TRACT;

THENCE, NORTH 73°01'57" WEST WITH THE SOUTH LINE OF SAID BRIAR RUN ESTATES PHASE THREE AND THE SOUTH LINE OF THE HEREIN DESCRIBED TRACT, A DISTANCE OF 833.16 FEET TO A POINT FOR THE SOUTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, ALONG THE WEST LINE OF SAID BRIAR RUN ESTATES PHASE TWO AND PHASE THREE, THE FOLLOWING NINE (9) COURSES AND DISTANCES:

1. NORTH 05°39'43" EAST, A DISTANCE OF 1153.67 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;
2. NORTH 05°40'48" EAST, A DISTANCE OF 213.60 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;
3. NORTH 73°55'16" WEST, A DISTANCE OF 396.28 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;
4. NORTH 19°39'01" EAST, A DISTANCE OF 187.10 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;
5. NORTH 66°18'19" WEST, A DISTANCE OF 42.05 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;
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THENCE, SOUTH 15°56'19" WEST ALONG THE WEST R.O.W. LINE OF SAID FLOWING SPRINGS ROAD, THE EAST LINE OF ESTATES, A DISTANCE OF 178.91 FEET TO AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;

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THE BASIS OF THIS DESCRIPTION IS THE WEST VIRGINIA STATE PLANE COORDINATE SYSTEM, NORTH ZONE (FIPS 4701) (NAD'83).

PARCEL COUNT	
PARCEL #	OWNER INFORMATION
1	BRIAR RUN ESTATES PHASE 1 (14/75)
2	BRIAR RUN ESTATES PHASE 2 (15/69)
3	BRIAR RUN ESTATES PHASE 3 (18/4)

PARCEL COUNT	
PARCEL #	BRIAR RUN ESTATES PH 1 OWNER INFORMATION
1	ROBERT A. & JOYCE A. MATZ (910/125)
2	BRANDON D. POFF & BRENNAN M. GASH (1276/501)
3	BARBARA C. SOBOL (1164/77)
4	JEFFERY L. DILLOW JR. (1260/155)
5	WENDY R. & JEFFERY L. DILLOW SR. (1038/3)
6	CARIE B. CHANEY (1097/127)
7	CHAD E. & MEGAN M. MOSSBURG (1095/587)
8	THOMAS JOSEPH STEPHENS (1196/641)
9	JOHN M. & HANNA R. SEAY (1320/388)
10	BRIAN E. & JENNIFER GADOUA (1273/130)
11	HERMIN A. & ANA L. HERNANDEZ DE REQUENO (1215/190)
12	TABITHA L. EAGLE & ERIC S. MESKE (1255/199)
13	KIMBERLEY A. FAGAN (886/120)
14	STEWART L. FURCHES (1177/367)
15	LYNN N. FOX (1239/120)
16	JAMES G. CRAWFORD (881/525)
17	JOHN MICHAEL BUFFONE (1173/254)
18	LEX REGIA LLC. (1320/204)
19	BRITTANY BATES (1288/376)
20	ROBERT J. & KIMBERLEY DORNBERGER (1186/684)
21	MATTHEW ASH (1322/107)
22	LUKE W. ARMSTRONG (1262/226)
23	JERRY LEE BENNETT JR. (884/116)
24	JUDY W. & JULIE D. OTT (1074/101)
25	BRIAN R. & JAMIE D. KORDYAK (1033/18)
26	STACEY M. GETTS & ANNA M. FRAVEL (1242/327)
27	REBA R. REEVES & RHIANNON M. WEITZMAN (1216/533)
28	MATTHEW R. BALL (879/569)
29	AMANDA B. BUCKLAND (1282/635)
30	DAVID A. & CORRINA A. RICKETTS (902/456)
31	BRUCILLA A. WALKER, ET AL (1051/420)
32	BENJAMIN D. PAUL (1324/167)
33	BRIAN J. & JENNIFER G. KEARNEY (932/253)
34	MANDIE L. & DAVID R. QUELA JR. (1208/284)
35	RICHARD DAVIS (1052/611)
36	VALERIE E. & GBAYOGA A. OGUNDARE (1263/448)
37	CAROL A. & WAYNE A. HOLMES (1211/562)
OSSF	BRIAR RUN ESTATES OWNERS ASSOCIATION INC. (1060/442)
RECR	BRIAR RUN ESTATES OWNERS ASSOCIATION INC. (1060/622)

PARCEL COUNT	
PARCEL #	BRIAR RUN ESTATES PH 2 OWNER INFORMATION
38	JOANNE S. MURRAY (1291/419)
39	TERESA A. FORSYTH (1134/221)
40	JOSEPH AMEDIO & JORDAN TIBERIA (1221/84)
41	BENNIE F. ALLISON JR. (948/124)
42	LESLIE & TERESA SMITH (1006/131)
43	EDYTA M. & JAMES SIMMON (1284/650)
44	CAMELA D. HARMAN (1231/441)
45	DENISE LISBORG (930/467)
46	ERIC S. & BRITTNEY M. WRIGHT (1216/286)
47	PATOWMACK PROPERTIES LLC. (1101/432)
48	PIPER RAINES (1241/71)
49	TAMI L. PARIS (1082/15)
50	GRACIELA CANCINO & JEAN K. CHIPOCO (1158/630)
51	RALEH A. FORMAN (1264/204)
52	DETURA McCANICK (996/52)
53	DIANE L. KEENER (1317/616)
54	TRACY L. PIVIROTTO (996/701)
55	MELISSA NICHOLS (1127/312)
56	WILLIAM D. & ANN R. HENRY (1207/161)
57	BETTYE JEAN HAYES (933/112)
58	ALAN R. & ANGELA LABODA (1193/588)
59	CHRISTOPHER J. CARLSON (1009/241)
60	ANNER Y. HERNANDEZ CERRITOS (1313/11)
61	LISA BOCCHETTI (1125/713)
62	SUSAN M. WEBER & LINDA A. PARRISH (WB31/20)
63	KEITH McDONALD (976/72)
64	BRIAN JEEVES (1036/184)
65	BRADLEY J. BARNHART ET AL (1237/590)
66	JANE E. ROURKE (1047/357)
67	LARRY S. DEMORY ESTATE (923/283)
68	REBECCA A. DINGUS (924/219)
69	DANIEL WILSON III (1008/376)
70	CHRISTINE & GERALD J. MAGNONE JR. (1028/493)
71	VICKI M. REEVES (1157/452)
72	INGRID V. ANDRADE RODRIGUEZ (1266/228)
73	ROXANNE P. & DAVID E. HODGE SR. (934/58)
74	SHERRI L. & WINFORD W. AGEE JR. (1111/474)
75	TODD & MARY SMITH (1006/354)
76	MICHAEL W. KAETZEL & KIMBERLY BROOKING (1150/443)
RECR	BRIAR RUN ESTATES OWNERS ASSOCIATION (1060/622)
OSWM	BRIAR RUN ESTATES OWNERS ASSOCIATION (1060/442)

PARCEL COUNT	
PARCEL #	BRIAR RUN ESTATES PH 3 OWNER INFORMATION
78	WILLIAM T. & TRACY D. UTTERBACK (945/577)
79	ALFREDO ENRIQUE JIMENEZ URIBE ET AL (1306/505)
80	ROBERT J. & NATHANIEL T. HARDING (1303/601)
81	PAUL A. MORGAN (1300/338)
82	JACK PATIENCE (1302/530)
83	IAN V. & AMANDA K. MORRIS (1126/599)
84	TEYA B. & LAMONT J. WILLIAMS (1123/391)
85	KRISTINA M. SANCHEZ & JIMMY C. ROMERO (1286/471)
86	WILLIAM E. LEMLEY (1160/278)
87	ROBERT H. & BRENDA C. ANDREWS (954/316)
88	LANDON W. HODGES & LOGAN P. MATIESZYN (1301/70)
89	KELLY R. & LEONARD E. HOUSDEN JR. (959/427)
90	CHERYL L. ROBINSON (1172/725)
91	KENDRA M. PECK (945/401)
92	LAUREL A. BREYER (1225/8)
93	ANNIE L. UTTERBACK (955/512)
94	WILLIAM H. DEATLEY JR. & RACHEL L. SUGGS (1321/344)
95	TARA N. ANDERSON (1112/699)
96	MICHAEL R. & LORETTA S. DION (970/278)
97	NANA L. SNOW (1116/636)
98	ALEXANDER M. & CRYSTAL CUNNINGHAM (1301/570)
99	EDWARD W. & AMBER L. BURGER (1067/438)
100	SEAN P. & ALICE M. HANIGAN (944/35)
101	LISA BREEDEN (1249/82)
102	ROBERT T. & NANCY ANN MILLER (976/20)
103	PATOWMACK PROPERTIES LLC. (1112/343)
104	JOICE & JOHN HUETT (1266/180)
105	MATTHEW A. OSTERBERG & GLENDA M. MERRETT (1029/467)
106	DONALD R. BELLEFEUILLE (1266/418)
107	KAREN CONLEY & GREGORY A. DAVIS (1101/239)
108	JOSEPH S. BOSCO ET AL (1221/449)
109	MICHAEL STONE (1236/582)
110	JOSEPH W. BARTON & MIRIAN A. H. HERNANDEZ (1300/608)
111	KEVIN C. LYLE (988/310)
112	CHARLES S. & ELISA R. FOX (1012/435)
113	SHAWN CLOUD (1198/581)
114	BARRY L. & PEGGY S. ANDERSON (1001/720)
115	DAVID R. KEILING & BRYAN CLARK-BRAVERMAN (1267/192)
116	CATHLEEN M. & ANNE CATHERINE-PANOVA HOEFLER (1249/543)
117	BRIAN T. & KATHY J. MOLER (946/348)
118	SHELBY C. & MATTHEW YUHAS (1278/246)
119	JOHN & MIRAIS E. LUCAS (1256/34)
120	JONATHAN A. ROSS (1144/239)
121	ABRAHAM YBARRA & LETICIA LEYVA (1196/8)
122	TYLER CHASE (1126/449)
123	LINDA M. DILLOW (1270/164)
124	BARBARANN F. ELLIS (966/56)
125	JASON T. HILLS (1199/627)
126	KIMBERLEY M. POE (1193/193)
127	MANUEL A. CABIYA (1168/418)
128	ROBERT G. KALTENBAUGH JR. (1300/164)
129	ELIZABETH A. KURSEY (951/242)
130	JOSEPH G. & CAROL G. SAUNDERS (1201/515)
131	RONALD J. & MARJORIE A. GRAVES (1040/468)
132	MICHAEL T. MCDONALD (954/631)
133	VICTOR & RACHEL KOLBAY (1317/237)
1A	RICHARD C. PARADIS
OSWM	BRIAR RUN ESTATES OWNERS ASSOCIATION INC (1060/442)
RECR	BRIAR RUN ESTATES OWNERS ASSOCIATION INC (1060/622)

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4. THE BASIS OF THIS DRAWING IS THE WEST VIRGINIA STATE PLANE COORDINATE SYSTEM, NORTH ZONE (FIPS 4701) (NAD'83)

TOTAL PARCEL COUNT	
PARCELS	138

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ANNEXATION EXHIBIT OF
55.786 ACRES
CITY OF RANSON, JEFFERSON COUNTY, WEST VIRGINIA

Kimley»Horn
10101 Reunion Place, Suite 400
San Antonio, Texas 78216 FIRM # 10193973
Tel. No. (210) 541-9166
www.kimley-horn.com

Scale	Drawn by	Checked by	Date	Project No.	Sheet No.
	ARP	JLJ	10/21/2025	110894001	2 OF 2

DWG NAME: K:\SNA_SURVEY\110894001_WV_CITY OF RANSON\DWG\110894001_WV_CITY OF RANSON SURVEY EXHIBIT.DWG PLOTTED BY PERKINS, AARON 10/21/2025 10:29 AM LAST SAVED 10/21/2025 10:29 AM

March 18, 2025

FREEHOLDERS' PETITION FOR ANNEXATION

Hon. Keith D. Pierson, Mayor
Mr. Todd Wilt, City Manager
City Council Members Anderson, Stroud, Suits, Custer, Colandrea, McDaniel
312 S. Mildred Street
Ranson WV, 25438

Introduction

The homeowners of the Briar Run Estates Homeowner's Association formally seek Voluntary Annexation into the City of Ranson.

History/Background

WHEREAS, Briar Run Estates, is the first three phases of the Briar Run housing development, constructed between 1997 and 2000, consisting of 134 homes on approximately 1/3 acre lots and is surrounded by other properties and roadways currently within the City of Ranson, all those having been annexed into City of Ranson within the last twenty years.

WHEREAS, Briar Run Estates is fully within the current City of Ranson Urban Growth Boundary, established in 2015.

WHEREAS, Briar Run Estates' road system consists of four main roads: Thumper Drive, Cottontail Drive, Briar Run Drive and Oak Lee Drive and nine cul-de-sacs. The main roads connect two entrances on Flowing Springs Road with the Potomac Marketplace, Route 9 and Fairfax Boulevard.

WHEREAS, Briar Run Estates' road system has, since 2006, been unfairly burdened by the traffic generated by the growth, commercial business and residential development choices made and approved by the City of Ranson through its Comprehensive Plan, Zoning Ordinance and Urban Growth Boundary.

WHEREAS, Briar Run Estates resident volunteers have conducted two traffic counts, exhibits attached, which demonstrate that on typical weekend and week days 2100 to 2200 vehicles pass through Briar Run Estates within a 10 hour period. This data conservatively extrapolates to well over 3,000 vehicles per day. Vehicle types include cars, vans, pickup trucks with trailers, box trucks, dump trucks, tractor-trailers and vehicles bearing the signage of the City of Ranson and the City of Charles Town. A subsequent City of Ranson traffic survey verified the Briar Run Estates data.

WHEREAS, External traffic has been imposed on Briar Run Estates' roads by land development decisions made by the City of Ranson in 2006 and following years without providing for an alternate roadway for county-level traffic.

March 18, 2025

FREEHOLDERS' PETITION FOR ANNEXATION

WHEREAS, No other subdivision roadways in Jefferson County are used as a short-cut road access to City of Ranson property, parks, and recreational field facilities.

WHEREAS, The external traffic has tended to exceed the 25 mph speed limit appropriate for residential roadways and consistently ignore stop signs at intersections. Briar Run Estates has had to fund the construction of 6 speed humps and signage in 2017 in order to lessen the speed of through vehicles, without the support of either the City of Ranson Police or Jefferson County Sheriff's Office to enforce speed limits and stop signs.

WHEREAS, Briar Run Estates private roads serve school buses which transport City of Ranson students to local schools.

WHEREAS, The City of Ranson has approved Presidents Pointe, which in its first two phases consists of over 350 residential units. Its roadway system is served by a single collector road, Presidents Pointe Avenue, which is intended to connect the traffic circle at Oak Lee Drive with Flowing Springs Road. The City of Ranson has allowed the developer to construct the roadway in phases, as it adds additional residential units. The result of this policy is to give the residents of Presidents Pointe' if they are traveling to destinations north and east in the county or Maryland, no alternative but to use the roadways of Briar Run Estates to connect to Flowing Springs Road. Currently, the schedule for the completion of Presidents Pointe Avenue is entirely up to the developer and the housing market. Neither the developer or the City know what year that will be.

WHEREAS, Additional residential development approved by Jefferson County at Aspen Green along Flowing Springs Road and Old Country Club Road will add hundreds of trips per day to traffic to and from Potomac Marketplace and through Briar Run Estates.

WHEREAS, Briar Run Estates has researched with Freedom of Information Act requests and with voluntary cooperation of City of Ranson staff and officials which suggest Briar Run Estates has literally been forgotten or overlooked.

WHEREAS, The City of Ranson in 2006 annexed the 66 units of Briar Run Phase 4, which has the same housing density and road structure as Briar Run Estates. In 2008, the City of Ranson developed one of the two storm water management areas of Briar Run Phase 4 into a city park and maintains both areas. In 2022, the City of Ranson repaved all of roadways of Briar Run Phase 4 including through roads and cul-de-sacs[1].

WHEREAS, The West Virginia Department of Highways cannot provide maintenance of the Briar Run Estates road system due to the expiration of the, so called, "Orphan Roads" legislation in 1999.

---

[1] Briar Run Phase 4 has 3,995 feet (.75 mi) of 25 feet wide roadway. Approximately two-thirds (65%) of that roadway connects to Briar Run Estates and serves through traffic similarly to Briar Run Estates. Briar Run Estates has approximately 7,714 feet (1.5 mi) of 25 feet wide roadway. More than half (55%) of that roadway serves through traffic.

March 18, 2025

FREEHOLDERS' PETITION FOR ANNEXATION

WE THEREFORE, Submit the attached signed petition of 86 of the 134 homeowners (64%) who support this voluntary request for annexation.

Respectfully,

Briar Run Estates Owners Association, Inc., Board of Directors

Joseph Bosco, President
Judy Ott, Vice President
Barbara Sobol, Secretary

March 18, 2025

FREEHOLDERS' PETITION FOR ANNEXATION

We, the undersigned, being freeholders of property situated within the area of proposed annexation, hereby petition the City Council of the City of Ranson, Jefferson County, West Virginia, asking said Council to annex additional territory to the City of Ranson pursuant to the provisions of Chapter 8, Article 6, Section 4 of the Code of West Virginia, as amended. The precise additional territory sought to be annexed to the City of Ranson is the territory shown on the attached map or plat and further described by courses and distances, as shown upon said plat as required by law.

We petition the City Council of the City of Ranson to proceed to annex the said territory – known as Briar Run Estates (BRE) in Jefferson County, West Virginia, in which there are 134 property owners -- and to take all acts required by law to effect such annexation under the provisions of Chapter 8, Article 6, Section 4 of the Code of West Virginia.

To this end, we propose the following conditions and understandings:

1. The City of Ranson will take ownership of the following common areas, including:
    a. all roads and rights-of-way, including through roads and cul-de-sacs, six (6) speed humps,
    b. All traffic control signage at intersections and roadsides,

2. The City of Ranson will maintain the above common areas, including:
    a. snow removal and ice treatment per City of Ranson standards of all through roads and cul-de-sacs,
    b. timely paving repair and repaving of all through roads and cul-de-sacs,
    c. preservation and restriping of stop lines at all intersections,

3. The City of Ranson will include the above roads and rights-of-way in the coverage of their liability insurance protection and hold the homeowners of Briar Run Estates harmless.

4. The City of Ranson will assume the lease agreement which Briar Run Estates has with Potomac Edison to provide light fixtures and illumination or provide equivalent street lighting at no additional charge to Briar Run Estates homeowners.

5. The City of Ranson will provide police protection, emergency response and traffic monitoring services. The City Council of the City of Ranson will formally resolve to patrol roads to enforce stop signs, a 25 mph speed limit and install a radar-equipped speed monitor on Cottontail Drive.

6. The City Council of the City of Ranson will formally resolve to request that the WVDOH include in land development north of Briar Run Estates a connecting roadway from the intersection of Flowing Springs Road and Old Country Club Road to the Potomac Marketplace; and that the roadway be designed for county-level traffic separate from residential curb cuts.

March 18, 2025

FREEHOLDERS' PETITION FOR ANNEXATION

EXHIBIT B

Areas to be annexed

(See attached plats of Lots 01 – 133 + Lot 1A, 4 SWM parcels, rights of way)

• Briar Run Estates	Lots 01 thru 37	Sheet 1 of 2
• Briar Run Estates	Lots 01 thru 37	Sheet 2 of 2
• Briar Run Estates	Lots 38 thru 77	Sheet 1 of 3
• Briar Run Estates	Lots 38 thru 77	Sheet 2 of 3
• Briar Run Estates	Lots 38 thru 77	Sheet 3 of 3
• Briar Run Estates	Lots 78 thru 133	Sheet 1 of 2
• Briar Run Estates	Lots 78 thru 133	Sheet 2 of 2
• Briar Run Estates	Lot 1A	Sheet 1 of 2
• Briar Run Estates	Lot 1A	Sheet 2 of 2

March 18, 2025

FREEHOLDERS' PETITION FOR ANNEXATION

EXHIBIT A

List of Freeholders (Page 1 of 9)

WE, the undersigned Freeholders, hereby PETITION the Ranson City Council, pursuant to W.Va. Code §8-6-4, to annex into the City of Ranson the area comprising ± 54.98 acres, including the parcels listed below and as further described in Exhibit "B", attached.

02 - CHARLES TOWN TAX DISTRICT, JEFFERSON COUNTY

Briar Run Estates Subdivision

Lots 01 through 134, 4 SWM parcels, rights-of-way

DATE	SIGNATURE	PRINT NAME	PROPERTY ADDRESS & LOT NO	
1-12-25	Tami L Paris	Tami L. Paris	46 Flopsy Court LOT 49	49
1-12-25	James Crawford	James Crawford	57 Cottontail Ct Lot 16	16
1-12-25	Melissa Johnson	Melissa Johnson	49 Flopsy Ct Ranson Lot 55	55
1/12/25	William Henry	William Henry	29 Flopsy Ct Ranson Lot #56	56
1/12/25	Denise Lisberg	Denise Lisberg	31 Mopsy Lot 45 Ranson, WVA 25438	45
1/12/25	[illegible]	Joseph Amedio	48 Mopsy Lot 40 Ranson, WV 25438	40
1-13-25	[illegible]	Tracy Pivinotto	63 Flopsy Ct Ranson, WV 25438	54
1-13-25	[illegible]	EDYTA SIMMONS	55 Mopsy Ct. Lot 43	43
1-13-25	Eric Wright	Eric Wright	188 Thumper Drive	46
1/14/25	[illegible]	Piper Schellenberg	30 Flopsy Ct	48
1/14/25	Joanne S. Murray	Joanne S. Murray	156 Thumper Drive	38
1/26/25	Jane Rourke	Jane Rourke	698 Oak Lee Drive	66
1/26/25	[illegible]	Robert Andrews	40 Roger Ct.	87
1/24/25	William Lemley	William Lemley	36 Roger CT.	86

Area A 1

March 18, 2025

FREEHOLDERS' PETITION FOR ANNEXATION

EXHIBIT A
List of Freeholders (Page 2 of 9)

WE, the undersigned Freeholders, hereby PETITION the Ranson City Council, pursuant to W.Va. Code §8-6-4, to annex into the City of Ranson the area comprising ± 54.98 acres, including the parcels listed below and as further described in Exhibit "B", attached.

02 - CHARLES TOWN TAX DISTRICT, JEFFERSON COUNTY
Briar Run Estates Subdivision
Lots 01 through 134, 4 SWM parcels, rights-of-way

DATE	SIGNATURE	PRINT NAME	PROPERTY ADDRESS & LOT NO	
1-26-25		Jonathan Ross	847 Oak Lee	120
1-31		Debra McCandish	80 Floppy Ct	52
1/31	Diane Keener	Diane Keener	77 Floppy Ct.	53

Area A 2

March 18, 2025

FREEHOLDERS' PETITION FOR ANNEXATION

EXHIBIT A
List of Freeholders (Page 3 of 9)

WE, the undersigned Freeholders, hereby PETITION the Ranson City Council, pursuant to W.Va. Code §8-6-4, to annex into the City of Ranson the area comprising ± 54.98 acres, including the parcels listed below and as further described in Exhibit "B", attached.

02 - CHARLES TOWN TAX DISTRICT, JEFFERSON COUNTY
Briar Run Estates Subdivision
Lots 01 through 134, 4 SWM parcels, rights-of-way

DATE	SIGNATURE	PRINT NAME	PROPERTY ADDRESS & LOT NO	
12-12-2025		Chad Mossburg	53 Bugs Ct.	07
12-12-25		Jeff Dillow	57 Bugs CT.	06
1-18-25		Jeff Dillow Jr.	52 Bugs CT.	04
1-18-25		Lynn Tal	58 Cottontail CT	05
0/18/25		Hermin Reyno	12 Cotton Tail ct	01
1/22/25		Rob Dornberger	128 THUMPER DR	20
1/26/25		Brittany Bates	25 Cottontail Ct	19
1/27/25		Brandon D Poff	26 Bugs Ct	02
2/2		Tabitha Eagle	26 Cottontail Ct.	12

Area B 1

March 18, 2025

FREEHOLDERS' PETITION FOR ANNEXATION

EXHIBIT A
List of Freeholders (Page 4 of 9)

WE, the undersigned Freeholders, hereby PETITION the Ranson City Council, pursuant to W.Va. Code §8-6-4, to annex into the City of Ranson the area comprising ± 54.98 acres, including the parcels listed below and as further described in Exhibit "B", attached.

02 - CHARLES TOWN TAX DISTRICT, JEFFERSON COUNTY
Briar Run Estates Subdivision
Lots 01 through 134, 4 SWM parcels, rights-of-way

DATE	SIGNATURE	PRINT NAME	PROPERTY ADDRESS & LOT NO	
1/12/25	Carol Holmes	Carol Holmes	53 Thumper Dr	35
1-12-25	[signature]	Tommy Stephens	41 Bugs Ct	08
1/31/2025	[signature]	DAVID ENRIGHT	43 COTTONTAIL COURT	18
2-1-25	[signature]	Barbara Sobol	42 Bugs Ct.	03

Area B 2

March 18, 2025

FREEHOLDERS' PETITION FOR ANNEXATION

EXHIBIT A
List of Freeholders (Page 5 of 9)

WE, the undersigned Freeholders, hereby PETITION the Ranson City Council, pursuant to W.Va. Code §8-6-4, to annex into the City of Ranson the area comprising ± 54.98 acres, including the parcels listed below and as further described in Exhibit "B", attached.

02 - CHARLES TOWN TAX DISTRICT, JEFFERSON COUNTY
Briar Run Estates Subdivision
Lots 01 through 134, 4 SWM parcels, rights-of-way

DATE	SIGNATURE	PRINT NAME	PROPERTY ADDRESS & LOT NO
1/11/25		Jennifer Kearney	104 Cottontail Drive Lot #33
1/11/25		Tyson Dodd	21 Cottontail Drive
1/11/25		Ben Paul	76 Cottontail Drive
2/3/25		Matt Ash	125 Thumper Dri... Matt.ash19@gmail.co
2/3/25	SW	Stacey Wilson	57 Cottontail Drive staceyjcetts1996@gmail
2/3/25		Corrina A. Ricketts	48 Cottontail Drive Ranson, WV 25438
2/3/25		Amanda Buckner	34 Cottontail Dr Ranson WV 254...

77
32
31
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Area C

March 18, 2025

FREEHOLDERS' PETITION FOR ANNEXATION

EXHIBIT A

List of Freeholders (Page 6 of 7)

WE, the undersigned Freeholders, hereby PETITION the Ranson City Council, pursuant to W.Va. Code §8-6-4, to annex into the City of Ranson the area comprising ± 54.98 acres, including the parcels listed below and as further described in Exhibit "B", attached.

02 - CHARLES TOWN TAX DISTRICT, JEFFERSON COUNTY

Briar Run Estates Subdivision

Lots 01 through 134, 4 SWM parcels, rights-of-way

DATE	SIGNATURE	PRINT NAME	PROPERTY ADDRESS & LOT NO
1/11/2024	Vicki Reeves	Vicki Reeves	#71 571 Oak Lee
1/11/25	Dan Wilson	Dan Wilson	602 LOT 65
1/11/25	Rebecca Hodge	David Rebecca Hodge	607 Oak Lee #73
1/11/25	Michael Kastzel	michael Kastzel	663 OAK Lee #76
1/11/25	[illegible]	BRIAN JEVES	748 OAK LOZ #64
1/11/25	[illegible]	Keith A McDaniel	770 OAK LEE #69
1/11/25	[illegible]	Brandon Webster	636 Oak Lee #67
1/11/25	Mary Smith	Mary Smith	645 Oak Lee #75
1-12-25	[illegible]	Rebekah Dingus	619 oak lee #68
1/12/25	[illegible]	JEREMY WALKER	751 OAK LEE DR #61
1/12/25	[illegible]	Christina Maynor	582 oak lee Dr #70
1/14/25	[illegible]	Ingrid Andrade	591 Oak Lee Dr #72

71

Area D

March 18, 2025

FREEHOLDERS' PETITION FOR ANNEXATION

EXHIBIT A
List of Freeholders (Page 7 of 9)

WE, the undersigned Freeholders, hereby PETITION the Ranson City Council, pursuant to W.Va. Code §8-6-4, to annex into the City of Ranson the area comprising ± 54.98 acres, including the parcels listed below and as further described in Exhibit "B", attached.

02 - CHARLES TOWN TAX DISTRICT, JEFFERSON COUNTY
Briar Run Estates Subdivision
Lots 01 through 134, 4 SWM parcels, rights-of-way

DATE	SIGNATURE	PRINT NAME	PROPERTY ADDRESS & LOT NO
1/13/25	Cathleen M. Hoffis	Cathleen M. Hoffis	15 Rex Dr #116
1/21/25	Elisa R. Fox	Elisa R. Fox	191 Mcgregor Drive #112
1-21-25	Shawn Cloud	Shawn Cloud	189 McGregor Dr. #113
1/22-25	Barry Anderson	Barry Anderson	14 Rex Dr. #114
1-25-25	Michael Stone	Michael Stone	156 McGregor Dr. #109
1/25/25	Donald R. Bellefeuille	Donald Bellefeuille	110 McGregor Dr. #106
1/25/25	Robert Kaltenbaugh	Robert Kaltenbaugh	35 McGregor Dr #128
2/1/25	Karen C Davis	KAREN C DAVIS	124 McGregor Dr #107
2/2/25	David Keiling	David Keiling	28 Rex drive #115
2/2/25	Victor Kolbay	Victor Kolbay	133 Mcgregor Dr. #133
2-19-25	Joseph Barton	Joseph Barton	178 Mcgregor dr #170
2/09/25	Miriam Barton	Miriam Barton	178 Mcgregor Dr. #110

Area E

March 18, 2025

FREEHOLDERS' PETITION FOR ANNEXATION

EXHIBIT A
List of Freeholders (Page 8 of 9)

WE, the undersigned Freeholders, hereby PETITION the Ranson City Council, pursuant to W.Va. Code §8-6-4, to annex into the City of Ranson the area comprising ± 54.98 acres, including the parcels listed below and as further described in Exhibit "B", attached.

02 - CHARLES TOWN TAX DISTRICT, JEFFERSON COUNTY
Briar Run Estates Subdivision
Lots 01 through 134, 4 SWM parcels, rights-of-way

DATE	SIGNATURE	PRINT NAME	PROPERTY ADDRESS & LOT NO
1/12/25		Kristina Sanchez	28 Roger Ct. Lot 85
1/12/25		Mark Manton	583 Oak Lee Dr Lot 122
1/12/25	Kendra Peck	Kendra Peck	904 Oak Lee Dr Lot 91
1-12-25		Abraham Ybarra	861 Oak Lee Dr Lot 121
1-12-25	Linda D Dillow	LINDA DILLOW	901 OAK LEE DRIVE Lot 123
1-12-25		Mirais Lucas	833 Oak Lee Drive Lot 119
1/12/25		Tracy Utterback	88 Rex Drive Lot 78
1/12/25		JACK PATIENCE	91 REX DRIVE Lot 82
1/12/25		Nathaniel Harding	104 Rex Dr Lot 80
1/12/2025	Teresa Forsyth	TERESA Forsyth	28 Mopsy Ct. Lot 39
1/18/2025		Mathew Yuhas	47 Rex Drive Lot 118
1/18/2025		PAUL MORGAN	99 Rex Lot 81
1/18/25		Logan Matiesen	74 Roger Lot 88
1/18/25		Leonard E. Hayden	868 OAK LEE DR Lot 89

Area F

March 18, 2025

FREEHOLDERS' PETITION FOR ANNEXATION

EXHIBIT A
List of Freeholders (Page 9 of 9)

WE, the undersigned Freeholders, hereby PETITION the Ranson City Council, pursuant to W.Va. Code §8-6-4, to annex into the City of Ranson the area comprising ± 54.98 acres, including the parcels listed below and as further described in Exhibit "B", attached.

02 - CHARLES TOWN TAX DISTRICT, JEFFERSON COUNTY
Briar Run Estates Subdivision
Lots 01 through 134, 4 SWM parcels, rights-of-way

DATE	SIGNATURE	PRINT NAME	PROPERTY ADDRESS & LOT NO
1/16/25	[signature]	SEAN HANIGAN	17 HARE CT LOT 100
1/18/25	[signature]	Robert Miller	16 Hare CT Lot 102
1/18/25	[signature]	[signature]	19 Hare ct. Lot 101
1/18/25	[signature]	Laurel A. Breyer	922 Oak Lee LOT 92
1/18/25	[signature]	MICHAEL McDONALD III	111 McGregor Dr. LOT 132
1/21/25	[signature]	Barbarann Ellis	919 Oak Lee Dr. LOT 124
1/20/25	[signature]	NANA L FRYE	93 Briar Run Dr Lot 97
1/22/25	[signature]	Michael R. Dion	107 Briar Run Drive Lot 96
1/26/25	[signature]	Joseph S. Bosco	140 McGregor Dr LOT 108
1/30/25	[signature]	JASON HILLS	80 BRIAR RUN DR LOT 125
2/10/25	[signature]	Kim Poe	160 Briar Run Dr LOT 126

Area G

AGENDA ITEM VII.4

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: WVABC Licensing request- Zoning form, Applicant PTV 1132 LLC submitted an application for Wawa Inc.

Applicant PTV 1132 LLC submitted an application to the West Virginia Alcohol Beverage Control Administrative (WVABC), on October 13, 2025 for Wawa Inc. Alcohol Licensing. The City Council is asked to support the application as required by West Virginia Law for approval of the application at the State level. Without the City's support, the application would most likely be denied.

ATTACHMENTS:

25-39-ABC-_Zoning Letter.pdf
Zoning App.pdf

City of Ranson

Department of Community Development

312 South Mildred Street
Ranson, West Virginia 25438-1621
Phone (304) 724-5452
Email: permits@ransonwv.us

October 24, 2025

Applicant/Owner:
PTV 1132 LLC
400 Penn Center
Blvd Ste 100
Pittsburg, PA 15235

Address of Establishment:
1740 N Fairfax Blvd
Ranson, WV 25438

WV ABC Zoning Review
Project: 25-39-ABC

Dear Applicant,

The City of Ranson Community Development Department has reviewed your application to the State of West Virginia Department of Revenue Alcohol Beverage Control Administration (WVABCA). The location of this application is within the incorporated area of the City of Ranson. In accordance with the requirements set for in W. Va. State Code, this letter is intended for the city to acknowledge notice of intent to apply for an application with the WVABCA Licensing Division.

The Community Development Department reviewed the current development approvals and allowable uses for the above property and have found the proposed use to be consistent with applicable development standards and zoning requirements for this use.

1. The proposed location as described is consistent with the zoning ordinances of the City of Ranson.
2. The proposed location is not an area designated for the use of Community Development Block Grant Funds (CDBG).
3. The City of Ranson does regulate Limited Video Lottery through special exception Sec. 19-8.(c). A separate application to the Board of Zoning Appeals is required.
4. The City does have restrictions on the location of Exotic Dancing through Chapters 19 and 19A Allowable Uses.

This letter shall be transmitted to the City Clerk for completion of WVABCA Zoning Form. If you have any additional questions specific to zoning, please contact the Community Development Department.

Reiley Stanley
Community Development Department

Zoning Form

(Original copy must be submitted to the WVABCA Licensing Department)

Note: If an establishment's location is not situated within a municipality, this office will need a letter from the County Commission stating that the establishment location is zoned properly. All applicants must complete the front portion of the form.

To: Municipal Clerk or Recorder

Under the requirements set forth in W.Va. Code § 11-16-8(a)(5), a person intending to apply for a license to operate a WVABCA licensed Class B establishment at any location within a municipality **must file a notice of such intention with the Clerk or Recorder of such municipality at least ten (10) days prior** to filing an application for such license with the WVABCA. Pursuant to this requirement, **notice** is herein given that the following intends to apply to the WVABCA for a license to operate a Class B licensed establishment issued pursuant to the provisions of § Chapter 11, Article 16 of the W. Va. State Code.

Entity Name: Wawa, Inc.

DBA (Doing Business As): Wawa

Address of Establishment: 1740 N. Fairfax Boulevard (Street/Route) Ranson (City) WV (State) 25438 (Zip Code)

Applicant's Name(s):

(Last)	(First)	(Middle)
Mooney	Derek	
Schaller	Brian	A.
Griffin	Nelson	
Eckhardt	Michael	J.
Hawkins	M.	Preston

General Description of Premises: Wawa Convenience Store

This Notice has been filed with the Planning Commission/County Commission of the County of Jefferson **on this** 13th **day of** October, 2025.

Applicant's Signature(s): Date: 10/13/2025

Date: 10/13/2025

Date: 10-13-2025

Date: 10/13/2025

(Municipality to fill out reverse side of form) Date: 10/13/2025

ABCA-Lic Z 2

(FOR USE BY MUNICIPAL AUTHORITIES ONLY)

1. Is the proposed location for the Class B "Carry-Out" described consistent with the zoning ordinances of your Municipality as either a permitted use or a conditional use of such premises?

   Yes _____ No _____

2. If the answer to the first question was "No" does your Municipality provide within its zoning requirements suitable alternative locations for Class B "Carry-Outs"?

   Yes _____ No _____

3. Additional comments to the Alcohol Beverage Control Administration:

_____

_____

_____

_____

4. Is the proposed location situated in a "Dry County" or in a Town/Municipality designated as a "Dry" area.

   Yes _____ No _____ Unsure _____

_____

Approved By: Authorized Official Signature and Title

_____

City/Town

Date:

_____

Return Original To: **WVABCA**
Licensing Division
900 Pennsylvania Avenue, 4th Floor
Charleston, WV 25302

AGENDA ITEM VII.5

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Legal Strategy Related to Sewer Capacity Improvement Fees Enacted by the City of Charles Town - Possible Executive Session

City Council will consider legal options and strategy related to the Sewer Capacity Improvement Fees recently enacted by the City of Charles Town. These fees, which affect development served by the Charles Town Utility Board, have raised concerns regarding their consistency with prior consultant recommendations and their potential impact on future development within Ranson.

ATTACHMENTS:

AGENDA ITEM VII.6

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Consideration of Appeal – WV Public Service Commission (CTUB Capacity Improvement Fees)

Several Council Members have expressed interest in submitting a formal appeal to the West Virginia Public Service Commission concerning a recent decision by the City of Charles Town and the Charles Town Utility Board related to changes in Capacity Improvement Fees. The Charles Town Utility Board provides water and sewer service to a substantial portion of the Ranson community, and there is growing concern that these fee changes could adversely impact planned and future development within the City.

Ranson's primary concern is that the fees adopted were not consistent with the consultant's recommendations to the City of Charles Town, and some Council Members believe the adopted fees may be without sufficient justification and could potentially result in discriminatory effects on development within Ranson.

ATTACHMENTS:

AGENDA ITEM VII.7

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong, Administrative

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Consideration of the Feasibility of Establishing a Newly Developed Public Sewer Treatment Facility

Council will discuss the feasibility of developing a new public sewer treatment facility to serve portions of the City of Ranson, including potential benefits, costs, and long-term infrastructure implications.

ATTACHMENTS:

AGENDA ITEM VII.8

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Municipal Prosecutor Resignation and Consideration of Appointment

The City Manager presents the attached letter of resignation from the City's Municipal Prosecutor, effective October 29, 2025, following his appointment as the Jefferson County Prosecuting Attorney. The outgoing Municipal Prosecutor has recommended Jamin Branch, Assistant Prosecuting Attorney for Jefferson County, for appointment to fill the vacancy. City Council will consider acceptance of the resignation and discussion or action regarding the appointment of a new Municipal Prosecutor.

ATTACHMENTS:

Adam Ward_Redacted.pdf

Adam J. Ward
[redacted]

October 28, 2025

Todd Wilt, City Manager
City of Ranson
312 S. Mildred Street
Ranson, WV 25438

Dear Mr. Wilt,

Per our prior discussion, I respectfully tender my resignation as a Municipal Prosecutor for the City of Ranson, effective Wednesday, October 29, 2025. I have been given the honor of being named the new Prosecuting Attorney for Jefferson County. Unfortunately, West Virginia law precludes me from continuing in this role after my appointment.

I do not want to leave you in a tough position so I respectfully recommend Jamin Branch, an Assistant Prosecuting Attorney for Jefferson County, for appointment as the new Municipal Prosecutor. Mr. Branch has a wide breadth of legal knowledge and would be prepared to step in immediately.

I have enjoyed my time working with you and the rest of the City staff. I wish each of you the best and look forward to working with you in a new capacity.

Respectfully submitted,

Adam J. Ward

AGENDA ITEM IX.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **INFORMATION ONLY**

SUBJECT: October 7, 2025 Meeting

ATTACHMENTS:

HEPMPO .pdf
Route 9287 Roundabout Flyer - Fall 2025_For Distribution.pdf

FEHR PEERS

Michael Baker INTERNATIONAL

HEPMPO

WV 9 Bike Path Connectivity Plan

October 7, 2025

Site Visit



1

Meeting Agenda

01 PROJECT TEAM

02 PROJECT OVERVIEW

03 PROJECT SCHEDULE

04 OPPORTUNITIES

05 ISSUES & CONCERNS

06 ROUTE ALIGNMENT ALTERNATIVES

07 SITE VISIT

2

Project Team



MATT MULLENAX
Executive Director
HEPMPO



MICHAELA MCDONOUGH
Transportation Planner
HEPMPO



JIM FRAZIER
MBI Team Manager
Michael Baker



REBECCA BANKARD
Project Manager
Michael Baker

Michael Baker INTERNATIONAL
FEHR & PEERS



MIKE SZILAGYI
Bike Path Specialist
Michael Baker



BROOKS KEHLER
Data Analysis
Michael Baker



TORY GIBLER
Transportation Planner
Fehr & Peers



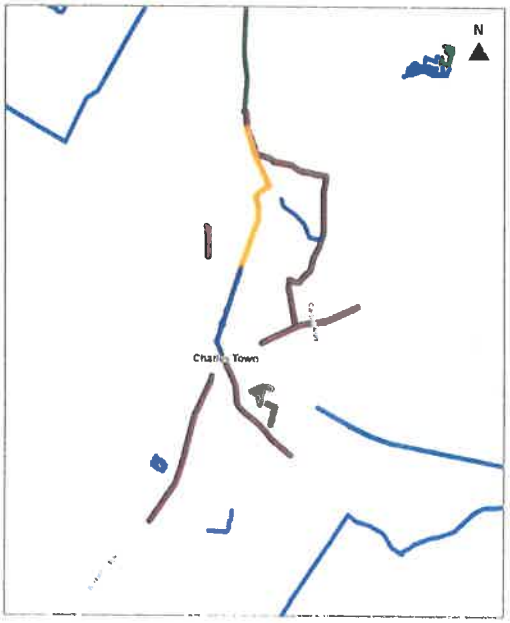
CHARMELIS REYES
Transportation Planner
Fehr & Peers

3

Project Overview

- Builds upon HEPMPO Regional Bicycle and Pedestrian Plan Recommendation
  - Extend existing bike path through Ranson or along Flowing Springs Road to Washington Street in Charles Town
- Evaluate and propose solutions for extending the WV Route 9 Bike Path to Charles Town, WV.

Goal:
- Enhance safety, accessibility, and connectivity
- Promote sustainable transportation
- Promote recreational opportunities



4

On-going Activities

Studies & Plans

- HEPMPO Regional Safety Action Plan
- HEPMPO Regional Bicycle and Pedestrian Plan
- HEPMPO LRTP
- City of Ranson Pedestrian & Bicycle Bridge Feasibility Study*
- City of Ranson Comprehensive Plan
- Jefferson County Comprehensive Plan
- City of Charles Town Comprehensive Plan

*Expected study

Developments

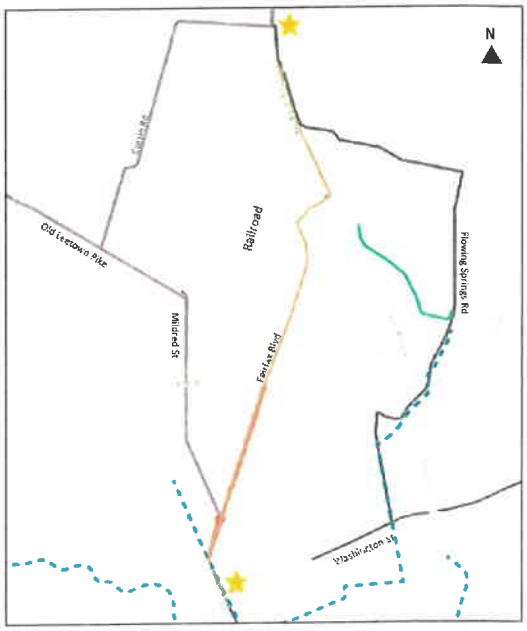
- Ranson Elementary School (Institutional)
- Wawa Convenience Store (Commercial)
- Potomac Towne Center (Commercial)
- President's Point (Residential)
- Strider Property (Residential)
- Huntwell (Residential)
- Shenandoah Springs (Residential)
- Briar Run (Residential)
- Ranson Heights (Residential)
- Lakeland Place (Residential)
- Red Clover Meadows (Residential)
- Kable Townhomes (Residential)
- West Branch Apartments (Residential)
- Madison Greens (Residential)

5

Bike Routes

Legend

- Currie Rd Path Extension (Recommendation)
- Fairfax Blvd Path Extension (Recommendation)
- Draft Projects Idea (Recommendation)
- HEPMPO Trails (Existing)
- HEPMPO Shared Lane or Bicycle Route (Existing)
- Proposed Charles Town Bike Ped Improvements (Recommendations)
- Route Start and End Points



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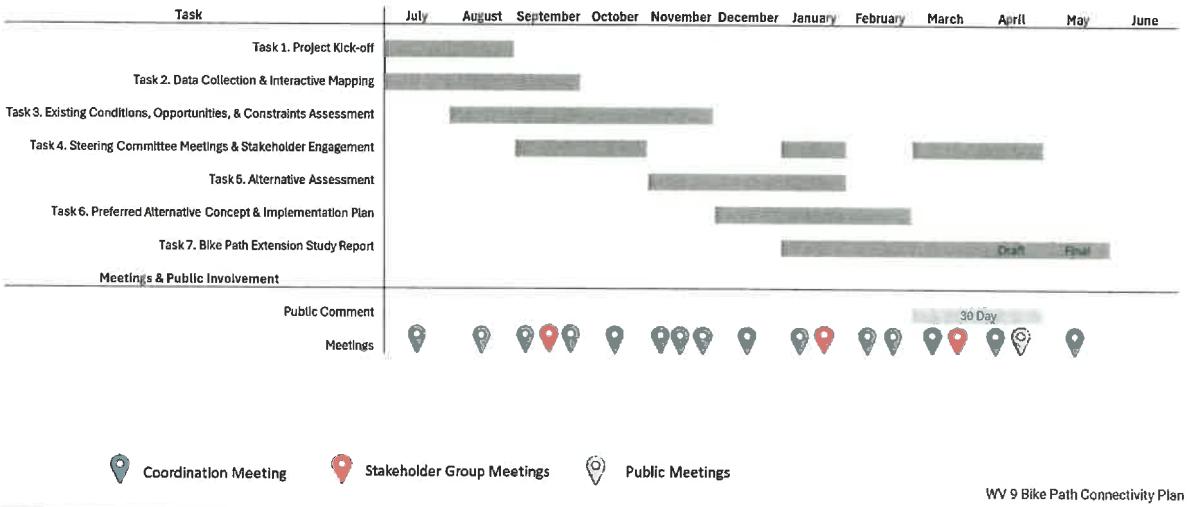
Project Schedule



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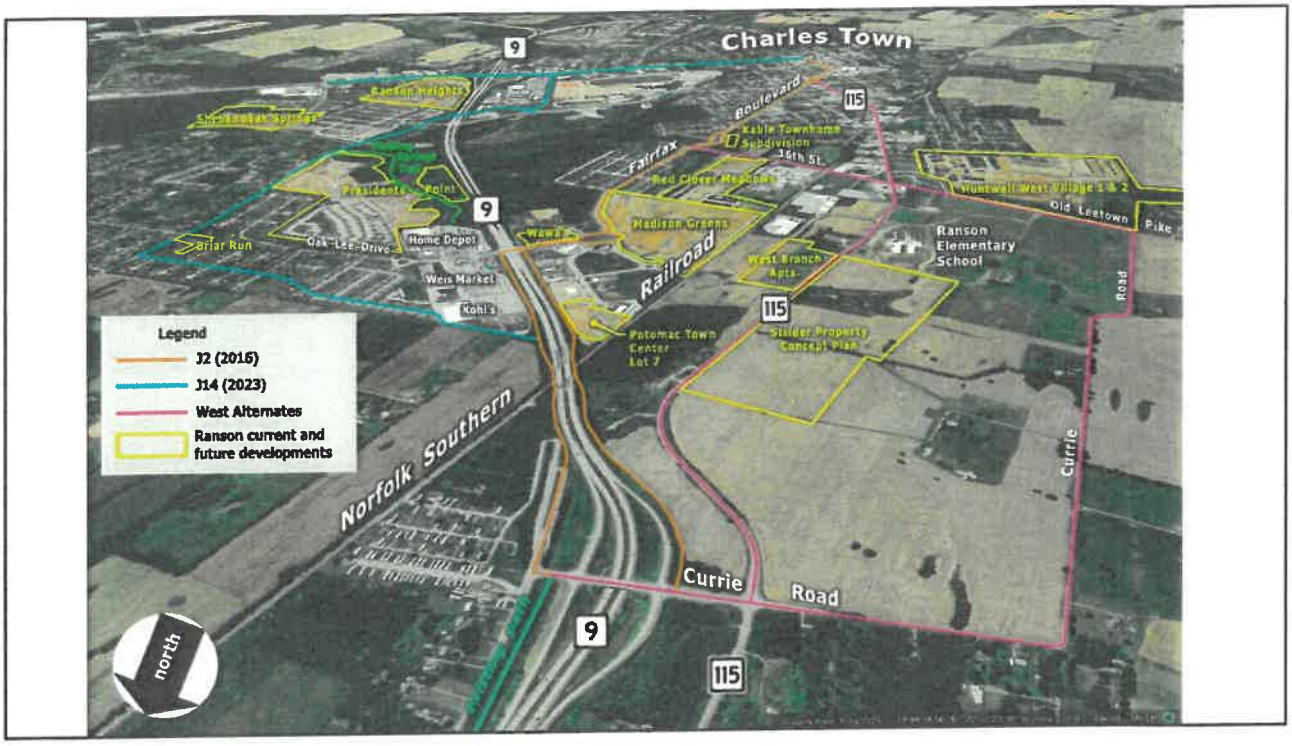
Opportunities

8


Charles Town
9
115
Boulevard
Fairfax
Kable Townhome Subdivision
36th St.
Red Clover Meadows
Huntwell West Village 1 & 2
Old Leetown Pike
Ranson Elementary School
Madison Greens
West Branch Apts.
Railroad
Briar Run
Oak Lee Drive
Home Depot
Weis Market
Kohl's
Potomac Town Center Lot 7
Slider Property Concept Plan
Currie Road
Norfolk Southern
Legend
J2 (2016)
J14 (2023)
West Alternates
Ranson current and future developments
north

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Downtown
Retail/Dining
Railroad Crossing
Existing Terminus
Civic Center/Evitts Run
Lost History Trail
Elementary School
Fairfax Blvd
Charles Town
9
115
Boulevard
Fairfax
Ranson Elementary School
Railroad
Weis Market
Kohl's
Potomac Town Center Lot 7
Norfolk Southern
Currie Road

10

Issues & Concerns

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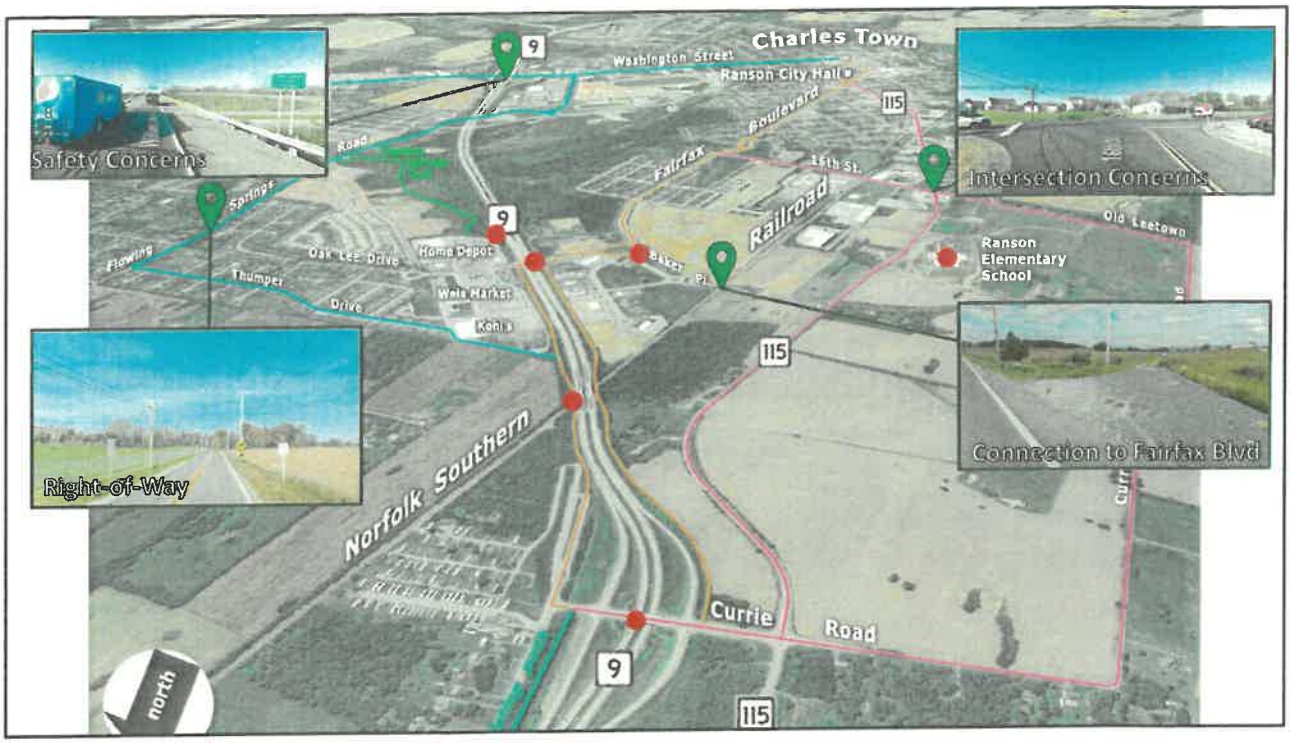

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Crossing Options

- WV 9 Crossing @ Fairfax Blvd
  - Culvert/Tunnel
  - Pedestrian Bridge
    - Feasibility Study
- Railroad Crossing
  - Pedestrian Bridge
  - Tie-in to Route 9 Overpass
  - At-grade crossing





WV 9 Bike Path Connectivity Plan

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Route Alignment Alternatives

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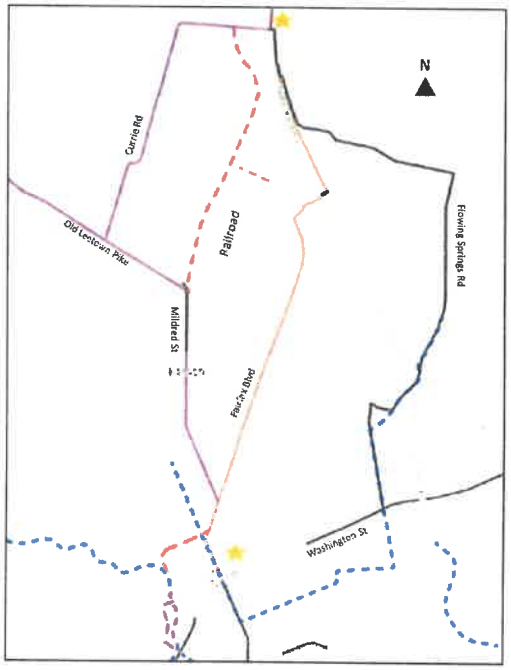
Bike Routes Alternatives

Legend

- Currie Rd Path Extension (Recommendation)
- Fairfax Blvd Path Extension (Recommendation)
- Draft Projects Idea (Recommendation)
- HEPMPO Trails (Existing)
- HEPMPO Shared Lane or Bicycle Route (Existing)
- Potential Route Realignment
- Proposed Charles Town Bike Ped Improvements (Recommendations)
- Route Start and End Points



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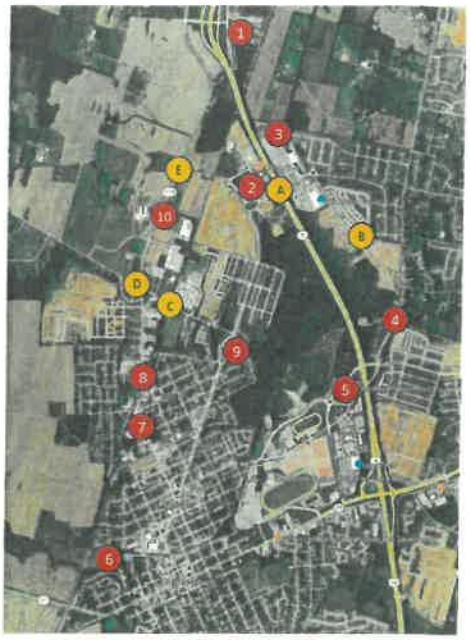
SITE VISIT



Stop Locations for Site Visit:

1. Park & Ride
2. Dollar Tree/Baker Place
   - A. WV 9 and Fairfax Blvd/Oak Lee Dr
3. Kohl's
   - B. Presidents Pointe Ave/Briar Run Dr
4. Flowing Spring Road
5. Holiday Inn
6. Evitts Run/Civic Center
7. Ranson Visitor Center
8. Mildred St & Railroad Crossing
9. Fairfax Blvd & Park Ave
   - C. 16th Street & Railroad Crossing
   - D. Old Leetown Pike & 115
10. Ranson Elementary School
    - E. Strider Property



Site Visit Stop

Not a Stop but location of concern

WV 9 Bike Path Connectivity Plan

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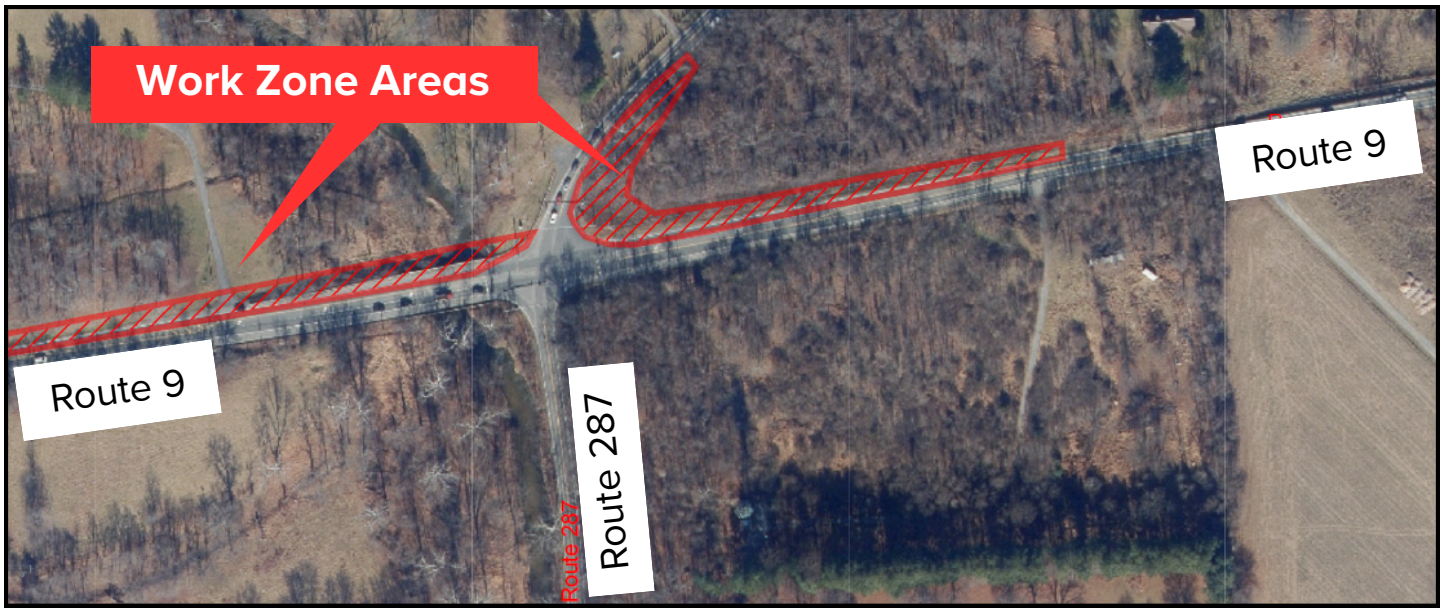
Loudoun County
VIRGINIA

Route 9 / Route 287 Roundabout: About the Construction Project

Loudoun County is constructing a new roundabout at the intersection of Route 9 and Route 287 with widened roadway approaches. When complete, the project will significantly reduce existing traffic congestion, improve safety, and provide a long-term, cost-effective solution for future roadway operation and maintenance. Construction is currently estimated for substantial completion in summer (July/August/September) 2027.

Work Zone Area Map - Fall 2025



Traffic Impacts

Throughout construction, drivers may encounter increased traffic, lane shifts, flagging and other interruptions while work is occurring to maintain safety conditions for drivers and construction crews. Drivers are advised to use caution when navigating through this intersection and to adhere to all posted construction signage and instructions.

Stay Informed

Visit the project page for more information and to subscribe for updates on construction and traffic impacts:

loudoun.gov/Route9-287

703-737-8624

SCAN ME

If you require an accommodation for any type of disability or need language assistance in order to participate, please call Shawn Zelman at 571-627-7108 or email Shawn.Zelman@loudoun.gov. Three business days advance notice is requested.