



# CORPORATION OF HARPERS FERRY

## Planning Commission

### MINUTES

**Special Meeting**

**Tuesday, 16 March 2021**

**7:00 p.m.**

**Town Hall – 1000 Washington, Street, Harpers Ferry, West Virginia 25425 - VIA ZOOM**

**MEETING CONDUCTED VIA ZOOM:** *Due to the COVID-19 pandemic, this meeting was conducted through Zoom and live-streamed on social media, in compliance with the State’s emergency guidance on the Open Governmental Meetings Act.*

**CALL TO ORDER:** 7:07 pm by T. Wisecarver, President

**THOSE PRESENT VIA ZOOM:**

<b>Member</b>	<b>Title</b>	<b>Status</b>
Tim Wisecarver	President	Present
Christian Pechuekonis	Vice-President / Town Council Liaison	Present
Roberta Meade-Curry, AICP	Secretary	Present
George Owens	Member	Present
Peter Dessauer	Member / Mayor’s Appointee	Present
Ken Dill	Member	Present
Jim Jenkins	Member	Present
<b>Staff</b>		
Pat Morse	Town Office Coordinator / Zoom Administrator	Present

**APPROVAL OF AGENDA**

<b>Motion:</b>	<b>To Approve the Agenda as submitted.</b>			
<b>Motion by:</b>	<b>Jim Jenkins</b>			
<b>Seconded by:</b>	<b>Ken Dill</b>			
<b>Vote:</b>				
	<b>Yes</b>	<b>7</b>	<b>No</b>	<b>0</b>
<b>Abstain</b>	<b>0</b>			
<b>Action (roll call not taken)</b>	<b>MOTION PASSES – Unanimous</b>			

**1. President's Announcements**

- President Wisecarver explained why we are having a Special Meeting and why previous meeting minutes cannot be on agenda for this Special Meeting.

**2. New Business**

- 2022 Update to Comprehensive Plan –
  - Tim Wisecarver, President, explained Town Council approved Planning Commission to move forward with update and to establish a Task Force Committee, upon presentation by R. N. Meade-Curry.
  - After some discussion, an official name was decided upon for the Task Force Committee. Approved name will be known as “The 2022 Comprehensive Plan Committee”.
  - After some discussion R. N. Meade-Curry was nominated to assemble and lead said committee.

Motion and votes were taken as follows:

<b>Motion:</b>	<b>The Planning Commission appoint Roberta Meade-Curry to assemble and lead 2022 Comprehensive Plan Committee of Harpers Ferry.</b>			
<b>Motion by:</b>	<b>George Owens</b>			
<b>Seconded by:</b>	<b>Ken Dill</b>			
<b>Vote:</b>	<b>(roll call requested &amp; taken)</b>			
	<b>Yes</b>	<b>6</b>	Owens, Pechuekonis, Dessauer, Dill, Meade-Curry, Wisecarver	
	<b>Nay</b>	<b>1</b>	Jenkins	
<b>Abstain</b>	<b>0</b>			
<b>Action</b>	<b>Motion passes – 6 – 1 - 0</b>			

- a. Study of Sidewalk and Road Improvements/ Repairs in conjunction with Water Works Project as requested by Pechuekonis and Owens.
- G. Owens gave brief discussion of issues regarding sidewalks along Washington Street.
  - T. Wisecarver asked where in Article 133 that Planning Commission is responsible for sidewalks. He further explained it should be within our purview.
  - C. Pechuekonis explained this is existing sidewalks and on-street parking areas. That this is a restoration of existing historical sidewalks along Washington Street, both sides. Some will be restored; some will require to be replaced. Main issue is public safety.
  - R. Meade-Curry explained that in Section 133.01 explains that this issue is within the Planning Commission’s purview. Grants are available to improve sidewalks.
  - Further discussion regarding Planning Commission purview took place.
  - G. Owens volunteered to serve as a volunteer on be-half of Planning Commission and as a resident to work with C. Pechuekonis on the study.

<b>Motion:</b>	<b>The Planning Commission appoints George Owens to Study the Restoration of the Sidewalks on Washington Street with Commission Member C. Pechuekonis and to have study presented to Planning Commission for review and approval, and if funds are allocated in study that they will be part of Capital Improvement Plan.</b>		
<b>Motion by:</b>	<b>George Owens</b>		
<b>Seconded by:</b>	<b>Ken Dill</b>		
<b>Vote:</b>	<b>(roll call requested &amp; taken)</b>		
	<b>Yes</b>	6	Jenkins, Owens, Pechuekonis, Dessauer, Dill, Meade-Curry, Wisecarver
	<b>Nay</b>	0	none
<b>Abstain</b>	0		
<b>Action</b>	<b>Motion passes – unanimously</b>		

Note: During this zoom session technical difficulties occurred and President Wisecarver and P. Dessauer connections were lost. It was requested by members for VP to continue meeting. President returned and continued chairing meeting.

- Further discussion took place regarding Amendment to Motion.

<b>Amendment to Motion:</b>	<b>Amend the motion made by George Owens to ADD the following language that the Study be presented to the Planning Commission for review and approval, and if money is allocated, money is reviewed and added to Capital Improvement Plan.</b>		
<b>Motion by:</b>	<b>Roberta Meade-Curry</b>		
<b>Seconded by:</b>	<b>George Owens</b>		
<b>Vote:</b>	<b>(roll call requested &amp; taken)</b>		
	<b>Yes</b>	<b>4</b>	<b>Owens, Dessauer, Dill, Meade-Curry,</b>
	<b>Nay</b>	<b>3</b>	<b>Jenkins, Pechuekonis, Wisecarver</b>
<b>Abstain</b>	<b>0</b>		
<b>Action</b>	<b>Motion passes – 4 – 3 - 0</b>		

**Ken Dill made a motion to adjourn meeting, seconded by Peter Dessauer.**

**Meeting Adjourned at 8:01 pm.**

*The above reflects to the best of my knowledge and summary of recorded meeting of the Corporation of Harpers Ferry – Planning Commission minutes of the March 16, 2021 meeting.*

*Respectfully Submitted,*

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**Tim Wisecarver**  
**Planning Commission President**

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**date**



**Roberta N. Meade-Curry, AICP**  
**Planning Commission Secretary**

**05/13/2021**

**date**