



CORPORATION OF HARPERS FERRY

Town Council

MINUTES

Special Meeting

Wednesday, 24 June 2020

5:00 p.m.

Town Hall • 1000 Washington Street, Harpers Ferry, West Virginia 25425 • VIA ZOOM

Called to order at 5:02 p.m. by Recorder Kevin Carden. 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.

| Member | Title | Status |
|--------------------------|----------------------------------|--|
| Wayne Bishop | Mayor | Absent |
| Kevin Carden | Recorder (<i>Acting Chair</i>) | Present |
| Barbara Humes | Councilmember | Present |
| Hardwick S. Johnson, Jr. | Councilmember | Present (<i>joined at 5:22 p.m.</i>) |
| Christian Pechuekonis | Councilmember | Present |
| Jay Premack | Councilmember | Present |
| Charlotte Thompson | Councilmember | Present |

The agenda was approved as received.

1. Task Force update, discussion, and action on path forward regarding parking, sanitation, and the limited opening of businesses in the Corporation of Harpers Ferry.

Pat Morse provided an update from the meeting with local and state officials earlier today. She said Sheriff Dougherty is very concerned by the rising number of COVID-19 cases in Jefferson County. The Governor has not issued a mandatory mask order, and neither the Town nor the Park can do so. Christian Pechuekonis said the Jefferson County Health Department has declined to take a position on such an order. Jay Premack has spoken to officials in Shepherdstown, which has adopted a resolution strongly encouraging the wearing of masks. The Town's expenses regarding signage, decals, etc. should be eligible for reimbursement through the CARES Act. The Jefferson County CVB has masks available for distribution to local governments or businesses that may need them. Pat Morse said the Merchants Association will be holding a meeting next week, and the Mayor plans to distribute masks at that meeting, which were previously received and are in storage at Town Hall. It was recommended that signage be installed in the upper area of town advising visitors of congestion in the Lower Town and encouraging the wearing of masks. Christian Pechuekonis recommended that additional hand sanitizer stations be placed in Lower Town.

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| Motion | Motion to adopt a resolution to strongly encourage the wearing of masks in public spaces in Harpers Ferry, especially inside commercial establishments and public buildings, and approve funding up to \$2,000 from Line 976 Public Safety for the design and printing of supporting signage. (ROLL CALL VOTE REQUESTED) |
| Motion by | Jay Premack |
| Second | Hardy Johnson |
| YES | Humes, Premack, Johnson, Thompson, Pechuekonis, Carden |
| NO | <i>none</i> |
| Result | MOTION APPROVED |

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| Main motion | Motion to approve a letter to be sent to business owners in Harpers Ferry by Chief Brown using the same or similar language as in the 18 May 2020 letter from Chief Michael King in Shepherdstown. (ROLL CALL VOTE REQUESTED) |
| Main motion by | Jay Premack |
| Second – main motion | Barbara Humes |
| Amended motion | Motion that the letter by sent no later than 1 July 2020. (ROLL CALL VOTE REQUESTED) |
| Amended motion by | Kevin Carden |
| Second – amended | Barbara Humes |
| YES – amendment | Humes, Premack, Johnson, Thompson, Pechuekonis, Carden |
| NO – amendment | <i>none</i> |
| Result – amendment | MOTION APPROVED |
| Yes – main motion | Humes, Premack, Johnson, Thompson, Pechuekonis, Carden |
| No – main motion | <i>none</i> |
| Result – main motion | MOTION APPROVED |

Jay Premack, Christian Pechuekonis, and Barbara Humes will work together on wording and design of signage. Mr Pechuekonis will work on sanitizer stations. It was recommended that the first sign coming into Harpers Ferry could be moved a few feet to allow for better passage of traffic; Mr Pechuekonis will work with the Town’s maintenance worker to identify the best spot.

2. Discussion and action on renting storefront space at the Town Hall located at 1000 Washington Street.

This item was discussed in executive session. See motion below.

Charlotte Thompson said several options were considered by the Budget and Finance Committee for the 1,028-square-foot space, which will become vacant on 1 August 2020. The Town will need to consider whether to use the location for additional office space, the compatibility of a new tenant, hours of operation, traffic flow, whether the new tenant would be responsible for updates (such as restroom space), length of lease, rental rate, advertising process, etc. Pat Morse noted that it was discussed whether the Police Department would want to consider expanding with this additional space, but there would

be possible security issues because the wall between the two areas could not be removed. Prices for commercial cleaning of the space after it is vacated will be gathered.

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| Motion | Motion to advertise the vacant space at 1000 Washington Street for \$1,285 per month with a sign in the window and advertisements online at Craigslist and other appropriate internet sites, beginning 1 July 2020. (ROLL CALL VOTE REQUESTED) |
| Motion by | Charlotte Thompson |
| Second | Barbara Humes |
| YES | Humes, Premack, Johnson, Thompson, Pechuekonis, Carden |
| NO | <i>none</i> |
| Result | MOTION APPROVED |

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| Motion | Motion to enter executive session, pursuant to WV Code § 6-9A-4(b)(9) (for agenda item 2). |
| Motion by | Charlotte Thompson |
| Second | Jay Premack |
| Result | MOTION APPROVED. Executive session began at 6:11 p.m. |

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| Motion | Motion to exit executive session. |
| Motion by | Charlotte Thompson |
| Second | Jay Premack |
| Result | MOTION APPROVED. The meeting returned to open session at 6:38 p.m. |

Motion to adjourn by Barbara Humes, second by Hardy Johnson. Meeting adjourned at 6:43 p.m.

The above minutes are true and correct, as approved.

Mayor: _____ Date: _____

Recorder: _____ Date: _____