



CORPORATION OF HARPERS FERRY
Town Council
DRAFT MINUTES

Regular Meeting

Monday, 12 January 2026

7:00 p.m.

Town Hall • 1000 Washington Street, 2nd Floor, Harpers Ferry, West Virginia 25425

The meeting was called to order at 7:00 p.m. by Mayor Vaughn, followed by a recitation of the Pledge of Allegiance.

Member	Title	Status
Greg Vaughn	Mayor	Present
Kevin Carden	Recorder	Present
Chris Craig	Councilmember	Present
Greg "Storm" DiCostanzo	Councilmember	Present
Jesse Z. Melton	Councilmember	Present
Christian Pechuekonis	Councilmember	Present
David Simmons	Councilmember	Present

The agenda was approved as amended. Item 6.a. was moved after item 4.b.

There were no public comments.

1. Mayor's announcements.

Mayor Vaughn thanked all the Council members for their work. A letter was received from CW Shipley Elementary School concerning a career work event in March.

2. Recorder's comments and updates.

None.

3. Community announcements.

a. Hilltop Hotel.

None.

b. National Park Service.

Superintendent Tanya Gossett noted that the Park will be commemorating the 250th anniversary of the United States. The Park will present a series on the progress of

the nation. The Park is working on parking concerns and remedies with local leaders in combination with the National Parks Conservation Association. Work on High Street will start soon at the Susan Downey House (museum), which should take about four months to complete. The sidewalk in front will also be closed for three to four weeks.

c. Other.

Christian Pechuekonis noted the recent passing of Carl Stohl, who was a notable member of the community.

4. Approval of minutes.

a. Regular Council meetings: 13 October 2025; 8 December 2025.

The minutes of the 13 October 2025 meeting were approved as received. The minutes from 8 December 2025 were approved as corrected.

b. Special Council meetings: 21 October 2025; 22 December 2025.

The minutes from 21 October 2025 were approved last month. The minutes of the 22 December 2025 meeting were approved as received.

5. Town reports.

a. Treasurer’s reports and approvals.

i. Review and approval of financial reports: November 2025.

The November 2025 financial reports were approved as received.

ii. Approval of invoices and purchases.

Motion	Motion to approve the invoices and purchases as submitted.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	7
NO	0
Result	MOTION APPROVED

b. Budget and Finance Committee.

i. Discussion and action regarding WDA grant and approval of Resolution #14.

Motion	Motion to approve Resolution #14.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	7
NO	0

Result	MOTION APPROVED
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ii. Discussion and action regarding the water meter CDS project.

Storm DiCostanzo noted that a preconstruction meeting will be held in the next couple of weeks.

iii. Update regarding CDS funding for future years.

No update.

iv. Discussion and action regarding maintenance of mains.

Storm DiCostanzo said that there are currently staffing capacity issues, so some projects have been placed on pause. There is currently \$30,000 earmarked by the Town Council to review and replace mains. Additionally, \$42,000 has been earmarked from WDA fund moneys for preparation work. A large invoice has just been received, but it is not ready for approval at this time. A payment of some \$60,000 will need approval for Greenridge Contractors, Inc. soon.

v. Discussion and action regarding Town website and logo project.

Greg Vaughn thanked Storm DiCostanzo, Jesse Melton, and Virilissa Breeden for their work on this project. Jesse said that he will meet with the commissions and committees to address how they want to use the website.

vi. Discussion regarding the Alpha Engineering proposals for Henry Clay Street and capital improvement financing.

This item is still being worked on.

c. Water Commission.

i. General report from the Public Works Administrator.

Stephen Paradis said the bills for the past two months have been estimated. The rate of loss “seems to be headed in the right direction”. About 5.5 million gallons of potable water were produced each of the last two months. There is currently an effort to keep work costs down, but the Water Works is keeping an eye on water loss. Some hydrant repairs are being performed. About 60 water pits have been cleaned out and some two dozen fixed. Repairs will have to be made to the Cummins generator. David Simmons noted that in the interim until the new meters are in the ground, the Public Service District will be putting in replacement meters.

ii. Water Commission report.

No report.

iii. Discussion and action regarding appointment to the Water Commission.

The following applicant was nominated for appointment to the Water Commission:

Applicant
Jay Srivastava

Nominated by
Chris Craig

Action	Appointment of Jay Srivastava to the Water Commission, Seat 5.
YES	Carden, Craig, DiCostanzo, Melton, Pechuekonis, Simmons, Vaughn
NO	<i>none</i>
Result	Jay Srivastava appointed to the Water Commission, with term expiring 31 December 2028.

d. Planning Commission.

i. Planning Commission report.

Zach Morse reported that the Planning Commission did not meet in December 2025. However, the penultimate version of the comprehensive plan was received in December. Planning must hold a public hearing before the comprehensive plan goes to the Town Council for its approval. FEMA has pushed back its review and comments of the floodplain ordinance to August of this year. The capital improvement plan will be next in the update process.

e. Parks and Recreation Commission.

i. 2025 annual report.

Pat Morse read aloud a report, which is included in the Council’s packet for this meeting. The Parks and Recreation Commission is moving forward with the 2026 event schedule.

f. Historic Landmarks Commission.

i. Discussion and action regarding appointments to the Historic Landmark Commission.

The following applicant was nominated for appointment to the Historic Landmarks Commission:

Applicant

Nominated by

Caitlyn McAteer

Jesse Melton

Action	Appointment of Caitlyn McAteer to the Historic Landmarks Commission.
YES	Carden, Craig, DiCostanzo, Melton, Pechuekonis, Simmons
NO	Vaughn
Result	Caitlyn McAteer appointed to the Historic Landmarks Commission, with term expiring 31 December 2031.

g. Board of Zoning Appeals.

i. Discussion and action regarding appointments to the Board of Zoning Appeals.

The following applicants were nominated for appointment to the Board of Zoning Appeals:

Applicant

Ed Wheelless (*Seat 1*)

Bart Wheatley (*Seat 2*)

Nominated by

Storm DiCostanzo

Jesse Melton

Action	Appointment to the Board of Zoning Appeals.
ED WHEELLESS	Carden, Craig, DiCostanzo, Melton, Pechuekonis, Simmons, Vaughn
BART WHEATLEY	Carden, Craig, DiCostanzo, Melton, Pechuekonis, Simmons, Vaughn
Result	Ed Wheelless (Seat 1) and Bart Wheatley (Seat 2) appointed to the Board of Zoning Appeals, with term expiring 31 December 2031.

h. Ordinance Review Committee.

i. Ordinance Review Committee report.

Kevin Carden read aloud a report from the Ordinance Review Committee.

ii. Discussion and action on second and final reading of Ordinance 2025-06 Revocation of Snow Removal.

Motion	Motion to approve second and final reading of Ordinance 2025-06 Revocation of Snow Removal.
Motion by	Christian Pechuekonis
Second	Chris Craig
YES	7
NO	0
Result	MOTION APPROVED

i. Internal Office Operations Committee.

i. General report.

David Simmons reported that the Internal Office Operations Committee has not met in a while, but job descriptions are being reviewed.

j. Population Decline Committee.

i. Discussion and action regarding adopting / approving minor changes to the previously approved “Charter for Select Committee on Assessing Harpers Ferry Population Growth Trends”.

Main motion	Motion to revise the charter for the Population Decline Committee with the edits to the survey as presented.
Main motion by	David Simmons
Second – main motion	Jesse Melton
Amended motion	Amend motion by accepting amendment to the Mission Statement.
Amended motion by	Chris Craig
Second – amended	Jesse Melton
YES – amendment	7
NO – amendment	0
Result – amendment	MOTION APPROVED
YES – main motion	7
NO – main motion	0
Result – main motion	MOTION APPROVED

ii. Discussion and action regarding adding a member to the Population Decline Committee.

The following applicant was nominated for appointment to the Population Decline Committee:

Applicant
Paul Mayhew

Nominated by
David Simmons

Action	Appointment of Paul Mayhew to the Population Decline Committee.
YES	Carden, Craig, DiCostanzo, Melton, Pechuekonis, Simmons, Vaughn
NO	<i>none</i>
Result	Paul Mayhew appointed to the Population Decline Committee.

6. Unfinished business.

a. Discussion and action regarding adopting a conflict-of-interest policy and procedures.

Motion	Motion to insert a paragraph into Section 4, following the first paragraph, and change the word “nephew” in the fifth example to “son”.
Motion by	Chris Craig
Second	Jesse Melton
YES	7
NO	0
Result	MOTION APPROVED

b. Discussion regarding stormwater management.

Storm DiCostanzo said the Stormwater Committee is in communication with Region 9 concerning potential grant opportunities. A suggestion was made by David Simmons to use professional engineers to review stormwater management. He suggested that the Ordinance Review Committee review the ordinance to add a fee for professional engineering reviews. Zach Morse said the Planning Commission does not require an extensive review. Zach Morse, Jesse Melton, and others will meet to discuss this matter further.

c. Discussion and action regarding potential acquisition of vintage radial wave light fixtures.

Mayor Vaughn said two communications have been sent to Rockport, Maine, which has some of the same fixtures as Harpers Ferry. No response has been received yet.

d. Discussion and action regarding the Post Office lease renewal agreement.

This item was discussed in executive session.

Motion	Motion to authorize the Mayor to sign a lease agreement with the post office as presented.
Motion by	Chris Craig
Second	Christian Pechuekonis
YES	7
NO	0
Result	MOTION APPROVED

7. New business.

a. Discussion and action regarding Columbia Street gate beautification project.

Motion	Motion that the Mayor reach out to SWaN’s representative to request a Columbia Street gate beautification project that hides the chain link fence / gate, with completion by 1 April 2026.
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Motion by	Christian Pechuekonis
Second	Chris Craig
YES	7
NO	0
Result	MOTION APPROVED

Motion	Motion to enter executive session, pursuant to WV Code § 6-9A-4(b)(9).
Motion by	Storm DiCostanzo
Second	Chris Craig
Result	MOTION APPROVED. Executive session began at 8:50 p.m.

The executive session ended at 8:57 p.m.

Motion to adjourn by David Simmons, second by Storm DiCostanzo. Meeting adjourned at 8:58 p.m.

The above minutes are true and correct, as approved.

Mayor: _____

Date: _____

Recorder: _____

Date: _____