



CORPORATION OF HARPERS FERRY

Town Council

MINUTES

Regular Meeting

Monday, 9 February 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 received.

There were two public comments:

- Zach Morse advised that the ordinance on the agenda for approval (Item 5.i.ii.) should be taken seriously.
- Wayne Bishop spoke about the Harpers Ferry Film Festival coming up on 31 March.

1. Mayor's announcements.

Mayor Vaughn said Senator Shelly Moore Capito has been working with the Town on the Congressionally Directed Spending (CDS) for the water development project. The President is expected to sign an appropriations bill. Item Number 11 is this project. Other money has recently been received for the water meter project. The Mayor thanked Financial Officer Deb Kelly for all of her hard work on this project.

2. Recorder's comments and updates.

None.

3. Community announcements.

a. Hilltop Hotel.

None.

b. National Park Service.

Superintendent Tanya Gossett thanked everyone involved in getting the streets plowed during recent snowstorms. She also mentioned that a pair of nesting peregrine falcons has been spotted on Maryland Heights, and work will be done to close off the area from tourists beginning 15 February. Deer depopulation efforts have been conducted in the Park. Finally, the Park Service expects the work on the Byron Bridge to be completed by the end of April.

c. Other.

Chris Craig noted that former Harpers Ferry resident Al Alsdorf passed away and noted his contributions to the Town.

Storm DiCostanzo mentioned that February is Black History Month. He also noted recent Immigration and Customs Enforcement (ICE) activity in Jefferson County.

4. Approval of minutes.

a. Regular Council meeting: 12 January 2026.

There was one minor correction to Item 6.a. given by Chris Craig. The minutes for 12 January 2026 were approved as amended.

b. Special Council meeting: 21 October 2025; 27 January 2026.

The minutes for 21 October 2025 and 27 January 2026 were approved as received.

5. Town reports.

a. Historic Landmarks Commission.

i. General report.

Wayne Bishop gave an overview of activities by the Historic Landmarks Commission during the past year. A report on the Weaver-Gillison House has been completed.

ii. Discussion and action regarding the status of the Weaver property, to include projected timelines to bring closure to the project.

Cat McAteer said work has been progressing on this property, in cooperation with the Weaver family, with a likely eventual goal of turning it into an African American cultural identification center. The Historic Landmarks Commission is

working to secure new funding for the project. There was much discussion on options for finding the requested funding.

b. Water Commission.

i. General report from the Public Works Administrator.

Steve Paradis about 5.5 million of gallons of water were produced in November 2025 and nearly the same amount in December. There have been some frozen pipes and equipment failures this winter. A formal start date of 1 March 2026 has been projected for meter replacement. The 36th annual Berkeley Springs International Water Tasting event will be held later this month.

ii. Status of recruitment and hiring efforts to fill Water Department vacancies.

Steve Paradis explained that work is ongoing on interviewing and hiring applicants for the Water Department.

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

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

Applicant
Mike Rock

Nominated by
Chris Craig

Action	Appointment of Mike Rock to the Water Commission, Seat 6.
YES	Carden, Craig, DiCostanzo, Melton, Pechuekonis, Simmons, Vaughn
NO	<i>none</i>
Result	Mike Rock appointed to the Water Commission, with term expiring 31 December 2028.

iv. Water Commission report.

None.

c. Planning Commission.

i. Planning Commission report.

Zach Morse said updates to the comprehensive plan are being conducted. The Planning Commission hopes to have a draft available for review soon. A permit application is being reviewed for some properties near the west end of Fillmore Street, but the County has asked that a common driveway for these properties be given a name for future 911 calls.

d. Tree Commission.**i. Tree Commission report.**

Zach Morse reported that the Tree Commission elected new officers. He thanked Christy Huddle's leadership of the Tree Commission for many years. Some major tree work was recently completed. The Arbor Day celebration will be held on 25 April.

e. Parking Committee.**i. Discussion and action regarding an appointment to the Parking Committee.**

The following applicant was nominated for appointment to the Parking Committee:

Applicant
Mary Love

Nominated by
Christian Pechuekonis

Action	Appointment of Mary Love to the Parking Committee.
YES	Carden, Craig, DiCostanzo, Melton, Pechuekonis, Simmons, Vaughn
NO	<i>none</i>
Result	Mary Love appointed to the Parking Committee, with term expiring 31 December 2027.

ii. Discussion and action regarding a mailer and newsletter announcement regarding parking permit enforcement.

Motion	Motion to have an announcement informing every home and business in town that parking enforcement will commence 30 days after the newsletter is sent out.
Motion by	Jesse Melton
Second	Storm DiCostanzo
YES	7
NO	0
Result	MOTION APPROVED

f. Code Enforcement Officer.**i. Discussion and action regarding Article 1303.07(b) permit expiration dates and extensions.**

Motion	Motion to commit questions about Article 1303.07(b) to the Ordinance Review Committee.
Motion by	Storm DiCostanzo

Second	Chris Craig
YES	7
NO	0
Result	MOTION APPROVED

g. Treasurer's reports and approvals.

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

The December 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

h. Budget and Finance Committee.

i. Discussion and action regarding WDA grant and approval of Resolution #16.

Motion	Motion to approve Resolution #16.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	7
NO	0
Result	MOTION APPROVED

ii. Discussion and action regarding the water meter CDS project.

Motion	Motion to approve up to \$225,900 for GD&F to execute the contract for the Gilbert Street Water Works project using residual CNB bond funds from the WDA grant program and authorize the Mayor to sign the notice to proceed upon receipt.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	7
NO	0
Result	MOTION APPROVED

Motion	Motion to have a signed brochure produced to notify the public about the CDS meter project to be placed at the CVB adjacent to the sign for Project #2.
Motion by	Storm DiCostanzo
Second	Chris Craig

YES	7
NO	0
Result	MOTION APPROVED

iii. Discussion and action regarding CDS funding for future years.

Motion	Motion to authorize the Town's water facility attorney to explore property easement solutions for Spring Court in Bolivar.
Motion by	Storm DiCostanzo
Second	Jesse Melton
YES	7
NO	0
Result	MOTION APPROVED

Motion	Motion to approve the opinion of probable cause for FY 2027 related to the water distribution project.
Motion by	Storm DiCostanzo
Second	David Simmons
YES	7
NO	0
Result	MOTION APPROVED

iv. Discussion and action regarding maintenance of mains contracting.

Motion	Motion to exercise the option for an additional one-year term of the maintenance of mains contract with Greenridge Contractors, to begin 12 February 2026.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	7
NO	0
Result	MOTION APPROVED

v. Discussion and action regarding General Fund FY 2026 Revision 5.

Motion	Motion to approve General Fund FY 2026 Revision 5. (ROLL CALL VOTE)
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	Carden, Craig, DiCostanzo, Melton, Pechuekonis, Simmons, Vaughn
NO	none
Result	MOTION APPROVED

vi. Discussion and action regarding General Fund FY 2027 Budget.

Several meetings will be held regarding this matter, along with required newspaper notices.

vii. Discussion and action regarding Town website.

Storm DiCostanzo said there could be additional costs for integrating certain services to the website. The Town is currently working to secure a .gov URL.

viii. Discussion and action regarding Henry Clay Street.

Motion	Motion to approve up to \$1,000 for flexible traffic delineators and associated materials and accessories, from Line 750 Streets.
Motion by	Storm DiCostanzo
Second	Jesse Melton
YES	7
NO	0
Result	MOTION APPROVED

ix. Discussion and action regarding funding request for Olde Tyme Christmas from the Merchants Association.

Motion	Motion to approve \$750.00 to the 2025 Olde Tyme Christmas event coordinator for the Merchants Association, from Line 402 Economic Development, and \$784.00 to the Merchants Association as reimbursement for greenery as part of the 2025 Olde Tyme Christmas event, from Line 906 Arts and Humanities.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	7
NO	0
Result	MOTION APPROVED

x. Discussion and action regarding funding for Parks and Recreation 2026 Film Festival.

Motion	Motion to approve \$3,870.00 for the Parks and Recreation Commission's 2026 Film Festival, from Line 906 Arts and Humanities.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	7
NO	0
Result	MOTION APPROVED

xi. Discussion and action regarding Police Department vehicles and equipment.

Motion	Motion to have the Chief of Police identify up to three different vehicles comprehensively outfitted for policing, to potentially include electric vehicles, for potential purchase or lease.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	7
NO	0
Result	MOTION APPROVED

Motion	Motion to have the Chief of Police identify a subcompact vehicle for parking enforcement, to potentially include electric vehicles, for potential purchase or lease.
Motion by	Storm DiCostanzo
Second	Christian Pechuekonis
YES	7
NO	0
Result	MOTION APPROVED

xii. Discussion and action regarding Town Hall elevator maintenance.

Motion	Motion to \$3,690.00 to pay Oracle Elevator for the five-year full load safety test for the Town Hall elevator.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	7
NO	0
Result	MOTION APPROVED

i. Ordinance Review Committee.

i. Ordinance Review Committee report.

Kevin Carden reported that the Ordinance Review Committee met to discuss four different items. Work continues on the first three. The fourth item will be up for approval at the next Town Council meeting.

ii. Discussion and action on first reading of Ordinance 2026-01 Business District; Uses.

Motion	Motion to send Ordinance 2026-01 to the Planning Commission for review and report back to the Town Council before the regular March 2026 Town Council meeting.
Motion by	Storm DiCostanzo

Second	Chris Craig
YES	7
NO	0
Result	MOTION APPROVED

j. Internal Office Operations Committee.

i. General report.

None.

k. Stormwater Committee.

i. Discussion only regarding stormwater management.

Storm DiCostanzo said the Stormwater Committee is currently in touch with Region 9 and the Chesapeake Bay Trust on a fact-finding mission about potential projects.

6. Unfinished business.

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

Mayor Vaughn attempted to make contact with officials in Rockport, Maine six times regarding radial wave light fixtures, but no response has ever been received.

b. Discussion and action regarding update on the Columbia Street gate beautification project.

Mayor Vaughn said he will meet with the SWaN project manager to discuss this item.

7. New business.

a. Discussion and action regarding applying for the Chesapeake Bay Trust G3 grant.

Motion	Motion to authorize the Stormwater Committee to explore and pursue a Chesapeake Bay Trust G3 grant to abate stormwater around the park across from Town Hall and the gully behind it.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	7
NO	0
Result	MOTION APPROVED

b. Discussion and action regarding Town employee driver policy.

Mayor Vaughn said he is currently working on this item.

c. Discussion and action regarding cellular and Wi-Fi signal boosting for public access.

Jesse Melton explained that the Town is currently looking into “Cells on Wheels” (“COWs”). No action is needed at this time.

d. Discussion and action regarding Town Hall building maintenance cleaning.

Motion	Motion to authorize up to \$2,500.00 to conduct deep cleaning of Town Hall, including carpets.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	7
NO	0
Result	MOTION APPROVED

e. Discussion and action regarding request for engineering / architectural qualifications.

Motion	Motion to approve the notice of request for engineering / architectural qualifications and associated processes with the bid going live within February 2026, to be published two consecutive weeks in the Spirit of Jefferson newspaper, with the opening bid date to be 2-4 weeks after the bid goes live, and for Town Council to assign a review panel.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	7
NO	0
Result	MOTION APPROVED

Motion	Motion to appoint Jesse Melton, David Simmons, and Christian Pechuekonis to the engineering / architectural qualifications review panel.
Motion by	Storm DiCostanzo
Second	Jesse Melton
YES	7
NO	0
Result	MOTION APPROVED

f. Discussion and action regarding specifications on submitted invoice.

This item was discussed in executive session.

Motion	Motion to enter executive session, pursuant to WV Code § 6-9A-4(b)(9).
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Motion by	Chris Craig
Second	David Simmons
Result	MOTION APPROVED. Executive session began at 9:30 p.m.

The executive session ended at 10:12 p.m.

Motion to adjourn by David Simmons, seconded by Jesse Melton. Meeting adjourned at 10:12 p.m.

The above minutes are true and correct, as approved.

Mayor: _____

Date: _____

Recorder: _____

Date: _____