CORPORATION OF HARPERS FERRY

Town Council

DRAFT MINUTES

Regular Meeting **Monday, 14 September 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 Recorder Carden, followed by a recitation of the Pledge of Allegiance.

Member	Title	Status
Greg Vaughn	Mayor	Present *(through Zoom)*
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. There were no public comments.

There were no public comments.

1. **Mayor's announcements.**
   Mayor Vaughn announced that the traffic on the streets during Labor Day weekend was quite heavy, so a traffic plan was implemented, which worked well.

2. **Recorder's comments and updates.**
   None.

3. **Community announcements.**
   a. **Hilltop Hotel.**
      None.

   b. **National Park Service.**
      Supervisor Tonya Gossett reported that work is still being conducted on the Byron Bridge. Some work is being done on the exterior of Anthony Hall, as well as a couple of other buildings. Some minor roadway repairs have been approved.

   c. **Other.**

Chris Craig mentioned that the John Brown Walk, from the Kennedy Farm to John Brown's Fort, will take place next weekend. Also, tomorrow is the 164th anniversary of the Battle of Harpers Ferry.

4. Approval of minutes.

a. Regular Council meeting: 10 August 2026.

The 10 August 2026 minutes were approved as corrected.

b. Special Council meeting: 27 February 2026, 20 August 2026, 27 August 2026.

The 27 February 2026 minutes were approved last month. The 20 August 2026 and 27 August 2026 minutes were approved as presented.

5. Town reports.

a. Planning Commission.

i. General report.

Zach Morse reported that the Planning Commission discussed Senate Bill 69 (2026) and parking in Lower Town. No action was taken. A map of lot usage in Town was presented. The goal is to update the map annually.

b. Water Commission.

i. General report from the Public Works Administrator.

Steve Paradis reported that for the last three months combined, work has been ongoing for the new meter system. The new Ford Maverick pickup has been received. A class will be conducted on line flushing. A strategic plan is being developed for upcoming grant work. Leaks are being repaired.

ii. Water Commission report.

None.

c. Treasurer's reports and approvals.

i. Review and approval of financial reports: July 2026.

Motion	Motion to approve the July 2026 financial reports.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	7
NO	0
Result	**MOTION APPROVED**

ii. Approval of invoices and purchases.

Motion	Motion to approve the invoices and purchases as presented.
Motion by	Storm DiCostanzo
Second	Chris Craig

YES	7
NO	0
Result	**MOTION APPROVED**

d. Budget and Finance Commission.

i. Discussion and action regarding Distribution System Phase I.

Storm DiCostanzo said work on easements is complete. Plans are being analyzed for work to be done with leftover funds from the grant.

ii. Discussion and action regarding FY 2024 Distribution System Phase II – Water Meters Resolution 4 and Change Order #1.

Motion	Motion to approve FY 2024 Distribution System Phase II – Water Meters Resolution 4.
Motion by	Storm DiCostanzo
Second	Christian Pechuekonis
YES	7
NO	0
Result	**MOTION APPROVED**

Motion	Motion to approve FY 2024 Distribution System Phase II – Change Order 1.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	7
NO	0
Result	**MOTION APPROVED**

iii. Discussion and action regarding update regarding FY 2026 CDS Distribution System Phase III.

Deb Kelly said some engineering work is being done. It is anticipated a special Town Council meeting will be scheduled to discuss and take action on this item.

iv. Discussion and action regarding maintenance of mains contracting.

Motion	Motion to allocate an additional $10,000 from Renew and Replace to Maintenance of Mains Contracting.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	7
NO	0
Result	**MOTION APPROVED**

v. Discussion and action regarding FY 2027 Water Works pay scale revision.

Motion	Motion to approve the FY 2027 Water Works pay scale revision.
Motion by	Storm DiCostanzo

Second	Christian Pechuekonis
YES	7
NO	0
Result	**MOTION APPROVED**

vi. Discussion and action regarding FY 2027 Water Works Budget revision.

Motion	Motion to approve the FY 2027 Water Works Budget Revision 2 as presented.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	7
NO	0
Result	**MOTION APPROVED**

vii. Discussion and action regarding cash management strategy.

Motion	Motion to authorize the Finance Officer to establish sweep accounts through CNB and to transfer funds to them as deemed appropriate.
Motion by	Storm DiCostanzo
Second	Jesse Melton
YES	7
NO	0
Result	**MOTION APPROVED**

Motion	Motion to have up to two-thirds of the General Fund operating account moved to the new CNB sweep account.
Motion by	Storm DiCostanzo
Second	Jesse Melton
YES	7
NO	0
Result	**MOTION APPROVED**

viii. Discussion and action regarding Harpers Ferry Water Works mailing services.

Motion	Motion to allocate up to $1,500 to implement OSG bill processing.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	7
NO	0
Result	**MOTION APPROVED**

ix. Discussion and action regarding streets and grounds engineering contracting.

Motion	Motion to enter into a streets and grounds contracting arrangement with RK&K Engineering via the Task #1 Agreement, as submitted.

Motion by	Storm DiCostanzo
Second	Jesse Melton
YES	7
NO	0
Result	**MOTION APPROVED**

x. Discussion and action regarding hosted telephone service for Town Hall and Water Works.

Motion	Motion to adopt Voice Level 3 hosted telephone system expend up to $3,000 toward installation setup configuration and testing.
Motion by	Storm DiCostanzo
Second	Jesse Melton
YES	7
NO	0
Result	**MOTION APPROVED**

xi. Discussion and action regarding IT annual contract renewal.

Motion	Motion to approve IT annual contract renewal with Advanced Technologies as presented.
Motion by	Storm DiCostanzo
Second	David Simmons
YES	7
NO	0
Result	**MOTION APPROVED**

xii. Discussion and action regarding FY 2027 funding requests and disbursements.

Mayor Vaughn recused himself from this item.

Motion	Motion to approve FY 2027 funding requests and disbursements as presented.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	6
NO	0
Result	**MOTION APPROVED**

xiii. Discussion and action regarding FY 2027 annual snow removal contract.

Motion	Motion to ask the Office Administrator to advertise the upcoming snow and ice removal contract for the upcoming season and to coordinate with the National Park Service.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	7
NO	0

Result	**MOTION APPROVED**

xiv. Discussion and action regarding Town website.

Jesse Melton said work is on track to implement the new website in February 2027.

e. Ordinance Review Committee.

i. Ordinance Review Committee report.

None.

ii. Discussion and action on second and final reading for approval of Ordinance 2026-04 Signs, pertaining to historic and solicitation signage.

Motion	Motion to approve second and final reading of Ordinance 2026-04 Signs, pertaining to historic and solicitation signage.
Motion by	Chris Craig
Second	Christian Pechuekonis
YES	7
NO	0
Result	**MOTION APPROVED**

iii. Discussion and action on second and final reading for approval of Ordinance 2026-05 Dark Sky, pertaining to the protection of the night sky.

Motion	Motion to approve second and final reading of Ordinance 2026-05 Dark Sky, pertaining to the protection of the night sky.
Motion by	Storm DiCostanzo
Second	Jesse Melton
YES	7
NO	0
Result	**MOTION APPROVED**

iv. Discussion and action on first reading for approval of Ordinance 2026-06 Nominations, appointments, and term, pertaining to appointments to Town commissions, committees, and boards.

Motion	Motion to approve first reading of Ordinance 2026-06 Nominations, appointments, and term, pertaining to appointments to Town commission, committees, and boards.
Motion by	Storm DiCostanzo
Second	Christian Pechuekonis
YES	7
NO	0
Result	**MOTION APPROVED**

v. Discussion and action on first reading for approval of Ordinance 2026-07 Expiration of signed permits, concerning expiration dates for permits.

Motion	Motion to approve first reading of Ordinance 2026-07 Expiration of signed permits, concerning expiration dates for permits.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	7
NO	0
Result	**MOTION APPROVED**

vi. Discussion and action concerning West Virginia Senate Bill 50 (2025) in regard to Town elections.

Motion	Motion to have the Ordinance Review Committee investigate options for adjusting Town elections per West Virginia Code and for potentially implementing staggered terms.
Motion by	Storm DiCostanzo
Second	Jesse Melton
YES	7
NO	0
Result	**MOTION APPROVED**

f. Internal Office Operations Committee.

i. General report.

David Simmons said a Town Clerk job description has been written. The Committee is having it reviewed at this time.

6. New business.

a. Discussion and action regarding Bee Line DAR Constitution Week Proclamation.

Motion	Motion to approve the Bee Line DAR Constitution Week Proclamation as submitted and authorize the Recorder to sign it.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	7
NO	0
Result	**MOTION APPROVED**

b. Discussion and action regarding County Commission on WV House Bill 2014 (Power Generation and Consumption Act).

Chris Craig said the Jefferson County Commission is looking to have representatives meet with each city and town in the county to discuss this further. Much discussion was held on this item. Further information on this subject will be forthcoming.

c. **Discussion and action regarding turkey vultures damaging public and private properties.**
Various options for dispersing turkey vultures were discussed. A very lengthy discussion was held. Pat Morse will call the US Fish and Wildlife Service for suggestions on how to get rid of the vultures.

d. **Discussion and action regarding implementing an Empty Homes Excise Tax.**
Mayor Vaughn said the City of San Diego has implemented an "Empty Homes Tax" ordinance. He read an excerpt from that ordinance. David Simmons said the Town wishes to bring in more residents to fill empty homes. The Town may be able to implement an ordinance such as this through its Home Rule powers. Multiple options and ideas were discussed, including taxation. It was decided to ask the Harpers Ferry Population Growth Committee to look into this further.

e. **Discussion and action regarding use of official Town logo.**
Storm DiCostanzo said the Town logo was approved in 2025. The Town, as well as all commissions, committees, and boards, are being asked to implement this logo in all applicable places, to include on Town vehicles. The Recorder will complete templates for each commission, committee, and board agenda so that the correct metadata is implemented within the files, along with the new logo. Outside groups that use the Town logo for joint activities will be contacted to as them to use the new logo.

Motion to adjourn by David Simmons, seconded by Chris Craig. Meeting adjourned at 9:38 p.m.

The above minutes are true and correct, as approved.

Mayor: _____ Date: _____

Recorder: _____ Date: _____