



# CORPORATION OF HARPERS FERRY

## Town Council

### MINUTES

**Regular Meeting**

**Monday, 13 January 2020**

**7:00 p.m.**

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

Called to order at 7:00 p.m. by Mayor Bishop.

Member	Title	Status
Wayne Bishop	Mayor	Present
Kevin Carden	Recorder	Present
Barbara Humes	Councilmember	Present
Hardwick S. Johnson, Jr.	Councilmember	Absent
Christian Pechuekonis	Councilmember	Present
Jay Premack	Councilmember	Absent
Charlotte Thompson	Councilmember	Present

The agenda was approved as amended. All present recited the Pledge of Allegiance.

#### **1. Mayor's announcements.**

Mayor Bishop presented an overview and update on several recent events, including the CSX train derailment and destruction of the pedestrian bridge over the Potomac River; the upcoming water system improvement project; and installation of a camera system for video / live streaming of Town Council meetings.

#### **2. Approval of minutes.**

- a. Regular Council meeting: 9 December 2019.**
- b. Special Council meeting: 18 December 2019.**
- c. Board of Canvassers meeting: 17 June 2019.**

The minutes of 18 December 2019 were approved as received. The minutes of 17 June and 9 December 2019 were approved as amended.

#### **3. Treasurer's reports and approvals.**

- a. Review and approval of financial reports: October 2019, November 2019.**

The financial reports for October and November 2019 were approved as received.

- b. Approval of invoices and purchases over \$500.**

**i. Approval of miscellaneous expenses for water dump truck purchase.**

<b>Motion</b>	Motion to approve payment of up to \$1,500.00 for miscellaneous fees and expenses associated with the purchase of a dump truck for the Water Department, to be expended from Water Budget Line 341.2 Capital Outlay.
<b>Motion by</b>	Charlotte Thompson
<b>Second</b>	Christian Pechuekonis
<b>Result</b>	<b>MOTION APPROVED</b>

**4. Town reports.**

**a. Police Department.**

Chief Brown reported that for the month of December 2019, there were 86 incidents, 46 citations issued, 5 assists to other agencies, and no callouts.

**b. Ordinance Compliance Officer.**

Kevin Hamilton presented an update on several inspections, submitted applications, derelict properties, and a stop-work order that was issued in recent weeks. The municipal court judge has recommended some amendments to ordinances, which will be presented to the Ordinance Review Committee for review.

**c. Budget and Finance Committee.**

**i. Discussion and action to approve purchase of Police Department vehicles.**

<b>Motion</b>	Motion to approve expense of up to \$35,000 for purchase of a new Ford Police Interceptor.
<b>Motion by</b>	Charlotte Thompson
<b>Second</b>	Barbara Humes
<b>Result</b>	<b>MOTION APPROVED</b>

<b>Motion</b>	Motion to finance up to \$35,000 for purchase of a new Ford Police Interceptor, with monthly payments not to exceed \$675.00.
<b>Motion by</b>	Charlotte Thompson
<b>Second</b>	Barbara Humes
<b>Result</b>	<b>MOTION APPROVED</b>

**ii. Discussion and action to approve contracting for Stormwater Management Project.**

<b>Motion</b>	Motion to approve contract of up to \$30,000 with R&S Excavators for the Stormwater Management Project, to be expended from Line 977 Streets and Transportation.
<b>Motion by</b>	Charlotte Thompson
<b>Second</b>	Christian Pechuekonis
<b>Result</b>	<b>MOTION APPROVED</b>

**iii. Discussion and action to approve contracting for bid proposals for Cambridge Street Stormwater and paper street issues.**

<b>Motion</b>	Motion to approve contract of up to \$5,000 with Alpha Engineers for proposals related to Cambridge Street water drainage and Cambridge paper street improvement designs, to be expended from Line 750 Capital Outlay – Streets.
<b>Motion by</b>	Charlotte Thompson
<b>Second</b>	Christian Pechuekonis
<b>Result</b>	<b>MOTION APPROVED</b>

**d. Historic Landmarks Commission.**

Deborah McGee reported that one application was reviewed and returned to the Ordinance Compliance Officer for further action.

**5. Organizations / other reports.**

**a. Tree Committee.**

**i. Discussion regarding the content of the Tree Committee’s draft 2019 Annual Report.**

A brief discussion was held regarding the Tree Committee’s draft 2019 Annual Report. No action was taken at this time.

**ii. Discussion to review proposed changes prior to adoption of Harpers Ferry Tree Plan and Standards 2019.**

Christy Huddle discussed proposed changes to the Harpers Ferry Tree Plan and Standards. No action was taken at this time.

**6. Unfinished business.**

**a. Update on status of Requests for Proposal from Alpha Engineers.**

*See items 4.c.ii. and 4.c.iii.*

**b. Discussion only – content, edits and comments regarding Ordinance 2019-03 Fences & Retaining Walls.**

Mayor Bishop has some concerns regarding proposed Ordinance 2019-03. He will send those concerns to the Ordinance Review Committee for further review.

**c. Update on meeting with Bolivar Town Council regarding police coverage.**

Mayor Bishop said he recently met briefly with Bolivar Mayor Dettmer to discuss the offer of police coverage. Mayor Bishop will make a presentation to the Bolivar Town Council at its next meeting.

**7. New business.**

**a. Discussion and action on appointment to Parks and Recreation Commission.**

<b>Motion</b>	Motion to appoint Deborah Fleming to the Parks and Recreation Commission, with term expiring 31 January 2023.
<b>Motion by</b>	Barbara Humes
<b>Second</b>	Charlotte Thompson
<b>Result</b>	<b>MOTION APPROVED</b>

**b. Discussion and action on appointment of Tim Wisecarver as Planning Commission’s representation on the Tree Committee.**

<b>Motion</b>	Motion to appoint Tim Wisecarver as the Planning Commission’s representative to the Tree Committee.
<b>Motion by</b>	Barbara Humes
<b>Second</b>	Charlotte Thompson
<b>Result</b>	<b>MOTION APPROVED</b>

**c. Discussion and action to sign resolution adopting changes to the Jefferson County Emergency Operations Plan.**

<b>Motion</b>	Motion to approve a resolution adopting changes to the Jefferson County Emergency Operations Plan.
<b>Motion by</b>	Charlotte Thompson
<b>Second</b>	Christian Pechuekonis
<b>Result</b>	<b>MOTION APPROVED</b>

**d. Discussion and action to make the Corporation of Harpers Ferry a signatory to the Potomac River Basin Drinking Water Source Protection Partnership Resolution.**

<b>Motion</b>	Motion for the Corporation of Harpers Ferry to become a signatory to the Potomac River Basin Drinking Water Source Protection Partnership Resolution.
<b>Motion by</b>	Barbara Humes
<b>Second</b>	Charlotte Thompson
<b>Result</b>	<b>MOTION APPROVED</b>

**e. Discussion on next steps for the reconstruction of the NPS pedestrian bridge over the Potomac River.**

Superintendent Brandyburg presented an overview of a meeting between the Park and CSX concerning reconstruction of the pedestrian walkway over the Potomac River, which was destroyed by the train derailment in December 2019. CSX will be responsible for the cost of the reconstruction. A study of the stability of the bridge must be conducted before the pedestrian walkway can be rebuilt. Clean-up of lingering debris, security, and other concerns will need to be addressed further.

Chris Craig reported that the Canal Towns Partnership (CTP) will be sending letters to members of Congress and CSX concerning the rebuilding of the walkway. Hiking season will begin in about April, so there has been some discussion on providing transportation

across the river until the walkway is finished. The CTP will provide further updates as they are available. Mr Craig presented a plaque to the Council from the CTP thanking the Town for its contributions to provide shuttle services during the federal government shutdown in 2019.

Motion to adjourn by Charlotte Thompson, second by Barbara Humes. Meeting adjourned at 8:24 p.m.

*The above minutes are true and correct, as approved.*

Mayor: \_\_\_\_\_ Date: \_\_\_\_\_

Recorder: \_\_\_\_\_ Date: \_\_\_\_\_