



CORPORATION OF HARPERS FERRY

Town Council

MINUTES

Regular Meeting

Monday, 10 February 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	Present
Christian Pechuekonis	Councilmember	Present
Jay Premack	Councilmember	Present
Charlotte Thompson	Councilmember	Present

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

1. Mayor's announcements.

The Mayor presented an update on several recent events, including a hearing before the West Virginia Senate Judiciary Committee concerning SB 657, the Tourism Development District Act.

2. Approval of minutes.

a. Regular Council meeting: 13 January 2020.

The meeting minutes of 13 January 2020 were approved as received.

3. Treasurer's reports and approvals.

a. Review and approval of financial reports.

The financial reports for December 2019 were approved as received.

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

None.

4. Town reports.

a. Police Department.

i. Discussion and action to approve temporary 90-day appointment of police officer.

Motion	Motion to approve temporary appointment of Officer Derek Walker for 90 days, with the option to extend to 180 days if the need arises, until such time as the permanent full-time officer position can be filled through advertised vacancy and civil service exam process.
Motion by	Hardy Johnson
Second	Jay Premack
Result	MOTION APPROVED

b. Ordinance Compliance Officer.

A written report for the month of January 2020 was received from the Ordinance Compliance Officer.

c. Budget and Finance Committee.

i. Discussion and action to adopt the updated Potomac Street Completion Budget, dated December 2019.

Motion	Motion to adopt the updated Potomac Street Completion Budget, dated December 2019.
Motion by	Charlotte Thompson
Second	Barbara Humes
Result	MOTION APPROVED

ii. Discussion and action to approve up to \$1,000.00 to fund a two-page map and business listing in the 2020 Trail Guide.

Motion	Motion to approve up to \$1,000.00 to fund a two-page map and business listing in the 2020 Trail Guide, from Line Item 402 Economic Development.
Motion by	Charlotte Thompson
Second	Jay Premack
Result	MOTION APPROVED

5. Organizations / other reports.

a. Historic Landmarks Commission.

Debbie McGee reported on one application that was reviewed by the Historic Landmarks Commission at its most recent meeting. In response to an inquiry from Barbara Humes, Mrs McGee said Landmarks will be working on a design for an historic marker for Boundary Street.

b. Water Commission:

i. Discussion and action to approve up to \$1,000.00 for annual renewal of Xylem Storm Central services.

Motion	Motion to approve up to \$1,000.00 for renewal of Xylem Storm Central services, including cell service, from Line Item 631.4 Contractual Services.
Motion by	Barbara Humes
Second	Charlotte Thompson
Result	MOTION APPROVED

ii. Discussion and action to approve the Harpers Ferry Water Works FY2020 budget revisions.

Motion	Motion to approve FY2020 Water Works budget revisions.
Motion by	Barbara Humes
Second	Charlotte Thompson
Result	MOTION APPROVED

c. Hill Top House Hotel Representative update on progress / work on armory houses within the overlay district.

Laurel Ziemianski reported that an application has been submitted for a historic preservation permit for one of the Armory House structures.

6. Unfinished business.

a. Discussion and action to approve second and final reading of Ordinance 2019-02 Parking Enforcement and Citations.

Motion	Motion to approved second and final reading of Ordinance 2019-02 Parking Enforcement and Citations.
Motion by	Charlotte Thompson
Second	Jay Premack
Result	MOTION APPROVED

b. Discussion and action to approve first reading of Ordinance 2019-03 Fences and Retaining Walls.

Some concerns were expressed about language which would permit graphics on construction fences. There was also a question about whether the proposed ordinance requires rebar for concrete walls.

Motion	Motion to refer proposed Ordinance 2019-03 to the Planning Commission for further review.
Motion by	Barbara Humes
Second	Charlotte Thompson
Result	MOTION APPROVED

c. Update on 28 January 2020 meeting of the Bolivar Town Council regarding police coverage.

Mayor Bishop said questions were received from the Bolivar Town Council concerning police coverage. A special meeting of this Town Council will be scheduled to discuss these questions and concerns and draft a response.

7. New business.

a. Discussion and action on appointment to Planning Commission.

Motion	Motion to approved Bryan Gray to the Planning Commission, with term expiring 31 December 2022.
Motion by	Christian Pechuekonis
Second	Charlotte Thompson
Result	MOTION APPROVED

There are still two remaining vacancies on the Planning Commission which will require individuals who have been resident within the Corporation of Harpers Ferry for at least three years, in order to comply with ordinance requirements.

b. Discussion of next steps for the reconstruction of the NPS pedestrian bridge over the Potomac River.

Mayor Bishop will meet with HFNHP Superintendent Brandyburg and representatives from CSX to discuss details of this reconstruction plan. Christian Pechuekonis said he received a call from Senator Capito’s office and was told that CSX will be rebuilding the bridge, hopefully to be reopened around May 2020. Chris Craig expressed concern about rebuilding the pedestrian bridge to the same design as the previous one and about the integrity of the supporting structure. Mayor Bishop said these are concerns that will need to be talked through with CSX.

c. Discussion only on the draft “Process for Managing Permits”.

BZA member Chris Craig expressed two primary concerns with this draft process: first, he felt the \$25,000 threshold may be too arbitrary; and second, this process may require an applicant to go through an approval procedure involving Planning, Landmarks, and BZA, which is not necessary for all applications.

The Ordinance Review Committee and the Planning and Historic Landmarks Commissions will be asked to review the draft procedure further.

d. Discussion and action on first reading for approval of Ordinance 2020-01 Ordinance Compliance Officer.

Motion	Motion to approve first reading of Ordinance 2020-01 Ordinance Compliance Officer.
Motion by	Charlotte Thompson
Second	Barbara Humes
Result	MOTION APPROVED

- e. Discussion and action on a resolution in support of proposed WV Senate Bill 657 and proposed WV House Bill 4641.
- f. Discussion and action on a resolution in opposition of proposed WV Senate Bill 657 and proposed WV House Bill 4641.

Items 7.e. and 7.f. were discussed together.

Motion	Motion to approve a resolution in opposition to proposed WV Senate Bill 657 and proposed WV House Bill 4641.
Motion by	Charlotte Thompson
Second	Barbara Humes
YES	Bishop, Humes, Johnson, Thompson
NO	Carden, Pechuekonis, Premack
Result	MOTION APPROVED

- g. Discussion only regarding transportation options for visitors, residents, hikers, and cyclists due to the closure of the pedestrian bridge in Harpers Ferry.

Motion	Motion to enter executive session, pursuant to WV Code § 6-9A-4(b)(2)(A) (for agenda item 4.a.i.).
Motion by	Charlotte Thompson
Second	Christian Pechuekonis
Result	MOTION APPROVED. Executive session began at 8:26 p.m.

Motion	Motion to exit executive session.
Motion by	Hardy Johnson
Second	Charlotte Thompson
Result	MOTION APPROVED. The meeting returned to open session at 8:48 p.m.

Motion to adjourn by Hardy Johnson, second by Charlotte Thompson. Meeting adjourned at 8:49 p.m.

The above minutes are true and correct, as approved.

Mayor: _____ Date: _____

Recorder: _____ Date: _____