



# CORPORATION OF HARPERS FERRY

## Town Council

### MINUTES

**Special Teleconference    Wednesday, 25 March 2020**

**7:30 p.m.**

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

Called to order at 7:30 p.m. by Mayor Bishop. Due to the COVID-19 pandemic, this meeting was held by teleconference and live-streamed on social media, in compliance with the State’s emergency guidance on the Open Governmental Meetings Act.

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

**1. Discussion and action to approve FY 2021 Levy Estimate Budget.**

<b>Motion</b>	Motion to approve FY 2021 Levy Estimate Budget.
<b>Motion by</b>	Charlotte Thompson
<b>Second</b>	Barbara Humes
<b>YES</b>	Humes, Premack, Johnson, Thompson, Pechuekonis, Carden, Bishop
<b>NO</b>	<i>none</i>
<b>Result</b>	<b>MOTION APPROVED</b>

**2. Discussion and action to approve the Corporation of Harpers Ferry Emergency Response Plan for COVID-19.**

Extended discussion was held between all members of the governing body, along with Superintendent Brandyburg of Harpers Ferry National Historical Park, on several points including the draft Emergency Response Plan, parking and trash collection, discouraging visitors during the Park closure, and other items surrounding the COVID-19 outbreak. Comments and suggestions for the draft written Emergency Response Plan will be sent to the Mayor and Town Clerk. The draft will also be compared with any similar information from the County for consistency.

<b>Motion</b>	Motion to approve up to \$600.00 from Line Item 761 for signs to be placed notifying visitors there are no parking or restrooms facilities at this time.
---------------	--

<b>Motion by</b>	Charlotte Thompson
<b>Second</b>	Barbara Humes
<b>YES</b>	Humes, Premack, Johnson, Thompson, Pechuekonis, Carden, Bishop
<b>NO</b>	<i>none</i>
<b>Result</b>	<b>MOTION APPROVED</b>

<b>Motion</b>	Motion for the Harpers Ferry Police Department to coordinate with the National Park Service on closure of the train station parking lot, parking on Potomac and Washington streets, and all NPS parking lots.
<b>Motion by</b>	Charlotte Thompson
<b>Second</b>	Barbara Humes
<b>YES</b>	Humes, Premack, Johnson, Thompson, Pechuekonis, Carden, Bishop
<b>NO</b>	<i>none</i>
<b>Result</b>	<b>MOTION APPROVED</b>

<b>Motion</b>	Motion to purchase three laptops (two from Line 440, up to \$2300, and one from Line Item 976 Public Safety, up to \$1150) to facilitate Town Hall employees' ability to work from home during the COVID-19 outbreak.
<b>Motion by</b>	Charlotte Thompson
<b>Second</b>	Jay Premack
<b>YES</b>	Humes, Premack, Johnson, Thompson, Pechuekonis, Carden, Bishop
<b>NO</b>	<i>none</i>
<b>Result</b>	<b>MOTION APPROVED</b>

<b>Motion</b>	Motion that payments for Room Occupancy Tax and B&O Tax must be filed on time, but requests for deferment may be made with the Town Clerk; late fees and penalties will be excused for the current fiscal quarter, but taxes are to be paid within 90 days.
<b>Motion by</b>	Charlotte Thompson
<b>Second</b>	Christian Pechuekonis
<b>YES</b>	Humes, Premack, Johnson, Thompson, Pechuekonis, Carden, Bishop
<b>NO</b>	<i>none</i>
<b>Result</b>	<b>MOTION APPROVED</b>

<b>Motion</b>	Motion that the Washington Street stormwater project be deferred, to be reevaluated in 90 days.
<b>Motion by</b>	Charlotte Thompson
<b>Second</b>	Christian Pechuekonis
<b>YES</b>	Humes, Premack, Johnson, Thompson, Pechuekonis, Carden, Bishop
<b>NO</b>	<i>none</i>
<b>Result</b>	<b>MOTION APPROVED</b>

Motion to adjourn by Jay Premack, second by Charlotte Thompson. Meeting adjourned at 8:52 p.m.

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

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

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