



CORPORATION OF HARPERS FERRY

Town Council

MINUTES

Regular Meeting

Monday, 13 April 2020

7:00 p.m.

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

Called to order at 7:01 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

The agenda was approved as received. The Mayor led a recitation of the Pledge of Allegiance.

1. Mayor's announcements.

The Mayor received a COVID-19 update from the Jefferson County Health Department. He also recently participated in a teleconference with the WV Attorney General's Office to discuss topics related to the COVID-19 pandemic.

2. Approval of minutes.

- a. **Regular Council meeting: 9 March 2020.**
- b. **Special Council meetings: 9 March 2020; 11 March 2020; 21 March 2020; 25 March 2020.**

The above meeting minutes were all approved as received.

3. Treasurer's reports and approvals.

Deb Kelly spoke about assistance available to local governments due to the COVID-19 pandemic.

- a. **Review and approval of financial reports: February 2020.**

The financial reports for February 2020 were approved as received.

4. Town reports.

a. Police Department.

Chief Brown reported that for the month of March 2020, there were 95 incidents, 60 citations issued, 5 assists to other agencies, 1 accident, and no call-outs.

b. Ordinance Compliance Officer.

OCO Kevin Hamilton submitted a written report to the Town Council and presented a brief overview of pending permit applications as well.

5. Organizations / other reports.

a. Parks and Recreation Commission.

Pat Morse reported that Rachel VanMetre has resigned from Parks and Rec. The Easter Egg Hunt was canceled due to the COVID-19 pandemic. Music on the Ridge, scheduled for 6 June, has been postponed until further notice. The Commission has decided to resume work toward the Greenway Trail Initiative, Phase 2 (East Ridge to West Ridge streets).

6. Unfinished business.

a. Update on status of US 340 Rockslide Project.

No updates have been received since last month.

b. Update on status of footbridge repair.

Mayor Bishop reported that work on the footbridge is moving forward, with a target opening date sometime in the summer of this year.

c. Update on Corporation of Harpers Ferry's response to the Coronavirus pandemic.

Mayor Bishop gave an overview of the Town's cooperation with the county and state governments for addressing the COVID-19 pandemic.

7. New business.

a. Discussion on adopting a resolution, pending legal review, to authorize imposition of fines on businesses not adhering to WV Governor's Executive Orders and the recent Jefferson County Health Department Shelter-In-Place Order issued on April 5, 2020.

A discussion centered around how the Governor's executive orders and the Health Department's orders can be enforced. It was determined to not impose citations or fines at this time, but to notify or remind visitors and other members of the public of the provisions of those orders. This item may be revisited at a later date if necessary.

b. Discussion and action on pending project permit applications involving Town rights-of-way.

- i. **Application 2019-0028, 898 Fillmore Street.**
- ii. **Application 2020-0004, 390 Fillmore Street.**
- iii. **Application 2020-0005, 799 Washington Street.**
- iv. **Application 2020-0006, 437 Washington Street.**

A special meeting of the Town Council will be scheduled for 21 April, and these items will be added for discussion and action on that meeting agenda. Further information concerning these applications will be presented to the Council members ahead of the special meeting.

Motion to adjourn by Jay Premack, second by Christian Pechuekonis. Meeting adjourned at 8:03 p.m.

The above minutes are true and correct, as approved.

Mayor: _____ Date: _____

Recorder: _____ Date: _____