

# CORPORATION OF HARPERS FERRY

## Town Council

### AGENDA

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**Regular Meeting**

**Monday, July 14, 2025**

**7:00 p.m.**

**Harpers Ferry Town Hall, 1000 Washington Street, 2<sup>nd</sup> floor, Harpers Ferry, West Virginia 25425**

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**Call to order and Pledge of Allegiance.**

**Approval of agenda.**

**Public comments on agenda items only.** Specify specific agenda item to be addressed on the signup sheet. Public comments shall be limited to three minutes per speaker and fifteen minutes total.

**1. Mayor's announcements.**

**2. Recorder comments and updates.**

**3. Community Announcements.**

- a. Hilltop Hotel.
- b. National Park Service.
- c. Other.

**2. Establishment of Town Standing Council Committees and Update Commission Memberships.**

- a. Discussion and action regarding appointments to the Ordinance Review Committee.
- b. Discussion and action regarding appointments to the Internal Operations Committee.
- c. Discussion and action regarding appointments to the Budget & Finance Committee.
- d. Discussion and action regarding assigning a Council member as an approving official to endorse Town checks.
- e. Discussion and action regarding organizing/approving the Stormwater Committee of the town.
- f. Discussion and action regarding the appointment of a Town Council representative to the Parking Committee.
- g. Discussion and action regarding the appointment of a Town Council representative to the Planning Commission.
- h. Discussion and action regarding re-appointment of the mayor's designee on the Planning Commission.
- i. Discussion and action regarding the re-appointment of a Town Council Representative on the Dark Skies Committee.

**3. Approval of minutes.**

- a. Regular meetings: 10 March 2025, 9 June 2025.
- b. Special meeting: 16 June 2025.

**4. Town reports.**

- a. Treasurer's reports and approvals.
  - i. Review and approval of financial reports: May 2025.
  - ii. Approval of invoices and purchases.
- b. Budget and Finance Committee.

- i. Discussion and action regarding WDA grant and approval of Resolution #9.
  - ii. Discussion and action regarding WDA construction project Change Order #2.
  - iii. Discussion and action regarding FY 2026 Coal Severance Budget Revision #1.
  - iv. Discussion and action regarding Annual IT Contract renewal.
  - v. Discussion and action regarding funding for the Women's Club.
  - vi. Discussion and action regarding Historic Town Foundation funding.
  - vii. Discussion and action regarding the purchase of a computer for network access.
  - viii. Discussion and action regarding Town logo.
  - ix. Discussion and action regarding Town website overhaul.
- c. Planning Commission.
  - i. Planning Commission report.
- d. Tree Commission.
  - i. Discussion and action regarding the 2025 Tree Work Plan.
  - ii. Discussion and action regarding an appointment to the Tree Commission.
- e. Historic Landmark Commission.
  - i. Historic Landmark's Commission report.
- f. Board of Zoning Appeals.
  - i. Discussion and action regarding an appointment to the Board of Zoning Appeals.
- g. Water Department.
  - i. General report from Public Works Administrator.
  - ii. Water Commission report.
- h. Ordinance Review Committee.
  - i. Discussion and action regarding second reading of Ordinance #2025-01 to amend various parts and articles of the Harpers Ferry Code of Ordinances to align with current WV code.
  - ii. Discussion and action regarding second reading of Ordinance #2025-02 regarding text amendments to Article 735 adding Section 735.40, amendment Article 1302 to add definitions and Article 735 to update cross references to WV Code.
- i. Dark Skies Committee.
  - i. General update from the Committee.

## **5. Old Business**

## **6. New Business**

- a. Discussion and action regarding a resolution in support of the local Job Corps Program.
- b. Discussion and action regarding an appointment for a Jefferson County's representative to the Hagerstown-Eastern Panhandle Metropolitan Planning Organization (HEPMPO) Board.
- c. Discussion and action regarding an employee personnel issue. *(This item may require executive session.)*

## **Adjournment.**

This Agenda Posted On: <u>7/9/25</u> Posted By: <u>pm</u>
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