

Date: 11 AUGUST 2025

CORPORATION OF HARPERS FERRY - TOWN COUNCIL MEETING

Public Comment Sign-up
AGENDA ITEMS ONLY
3-minute Time Limit

[illegible]

In 1850 the population of Harpers Ferry was 1,747 but stands today at 263. Something y'all probably already know but bear with me.

Roberta Meade-Curry made a point during her JCDA interview with the county commission to note that three new houses have recently been built and three renovated. But over half of those are short-term rentals so what about those who want to make Harpers Ferry their forever home?

With the unfortunate closing of the Mather Training Center this provides the town of Harpers Ferry with an opportunity to broaden the availability of its housing stock as well as increase the number of permanent residents. Working with the National Park Service and GSA along with historic properties developers, the town could turn empty NPS buildings into bespoke condos and apartments as well as desperately needed workforce/affordable housing. I include the old Harpers Ferry High School, another empty NPS building, in this proposal as understand the trifecta of big ticket restoration items: widows, the roof and asbestos have all been taken care of.

I know housing is not high on the current administration's list of priorities. However, as a recent Ranson city council member, I would have given anything for the possibility of converting non-failing down buildings (schools are the go-to option for repurposing buildings) into much needed housing. And I'll leave y'all with these thoughts: there's no headache of trying to build a house on town lots – the buildings are already there, also HELLO they come with their own parking so that headache is gone as well, and last but not least permanent residents of the *Shipley Apartments*, etc. will consistently eat, drink and shop during the months of January, February and March.

Thank you for listening.

Public comment by Lynn Pechuekonis, 900 Fillmore Street

August 11, 2025

RE: 7(a). Discussion and action regarding the creation of a committee to study population decline in Harpers Ferry.

I do want to encourage the town council to take a more progressive approach toward our population situation, especially an approach based on credible data.

My first suggestion would be to take a more positive approach and create a **committee to study strategies for recruiting new long-term residents**. After all, the population of Harpers Ferry has declined with every census since Storer College closed. Is there anything new to see here? Loss of local employment opportunities, limited and aging housing stock that doesn't fit modern family needs, high cost of renovation and maintenance of historic buildings, and home-seller demand for top dollar pricing have been cited repeatedly as factors for decline.

Actually, our population decline has stabilized somewhat over the last two decades, from 30% in 1960 to 15% in 1990 to **6% in 2020**.

How about working to learn

- Which community amenities might attract new residents?
- How might we help with low-interest financing for renovations of aging homes?
- How can we promote and message the benefits of living full-time in this beautiful town?

There are many opportunities to learn how to improve our image as a livable community.

If you *do* decide it is wise to expend energy on looking backward, I would be very curious about what data you will use to answer the question. It seems like a topic that might be easy to skew toward a certain predetermined agenda.

To reach a better-informed conclusion based on thorough analysis, I would encourage you to diversify the expertise on the committee. Perhaps include

- A local historian who is familiar with population patterns
- A real estate professional who is conversant with both sellers and buyers of our homes
- A building contractor who can speak to the cost of renovations and difficulties of maintaining our historic homes
- Maybe even a resident who also owns a business in town.

I'm not sure how studying decades-old population decline solves any problems, but we could sure use some good data on how to move forward.



THE SECRETARY OF THE INTERIOR
WASHINGTON

ORDER NO. 3434

Subject: Strengthening Coordination with Gateway Communities

Sec. 1. **Purpose.** This Order establishes the Department of the Interior (Department) policy to enhance coordination and strengthen partnerships with gateway communities. These communities play a vital role in visitor management, conservation outcomes, and supporting the economic vitality surrounding public lands. Through this Order, the Department commits to deepening collaborative planning, meaningful engagement, and shared stewardship with gateway communities.

Sec. 2. **Authority.** This Order is issued under the authority of 43 U.S.C. § 1451 *et seq.*; the National Park Service Organic Act, as amended and supplemented 54 U.S.C. § 100101 *et seq.*; the challenge cost-share and cooperative agreement authorities, 54 U.S.C. §§ 101701–101702; and other applicable authorities.

Sec. 3. **Gateway Communities – Definition.** For the purposes of this Order, “gateway communities” are defined as cities, towns, Tribes, or unincorporated areas that are geographically adjacent to, or serve as the primary access point to a unit of the National Park System. These communities often provide critical infrastructure and services for System unit operations and visitors, including lodging, food services, emergency response, transportation, and recreation-related amenities.

Although diverse in size and governance, gateway communities share a mutual stake in the success, sustainability, and management of nearby Federal lands. Their proximity makes them highly sensitive to Federal land management decisions, including those affecting visitor access, resource protection, infrastructure development, fire mitigation, and tourism.

This definition includes communities that:

- Border or lie within a reasonable proximity of a System unit.
- Experience consistent economic, social, or environmental interaction with System unit operations.
- Provide essential services to visitors or System unit employees.
- Have a demonstrated interest in participating in collaborative planning and shared stewardship of System unit resources.

Sec. 4. **Background.** Gateway communities are essential partners in the success and sustainability of the National Park System. These communities provide critical infrastructure,

such as lodging, emergency services, transportation, and hospitality support that millions of park visitors rely on each year. Their proximity to Federal lands means that decisions made within a System unit—such as changes in access, visitor management strategies, or fee management—can have immediate and lasting impacts on local economies, housing markets, public safety services, and environmental conditions.

In many cases, gateway communities also serve as stewards of the lands and cultural and historical resources surrounding a System unit and contribute to the visitor experience through education, interpretation, and local initiatives. Yet, despite their central role, engagement with these communities has been inconsistent across System units and often lacks a formal structure for input or participation in planning and decision-making processes.

Strengthening engagement with gateway communities ensures that the Department upholds its obligations to support balanced, sustainable use of public lands while reinforcing the importance of local voices in Federal land management. Community input is vital to successful planning, conflict resolution, and long-term partnerships that benefit both the American public and the protected landscapes they cherish.

Sec. 5. Department Policy. The Department's policy is to:

- a. Recognize gateway communities as key stakeholders in System Unit management and planning.
- b. Foster transparent, ongoing communication between System units and gateway leadership.
- c. Leverage Federal programs and authorities to support the needs and capacities of gateway communities.
- d. Institutionalize accountability for community engagement within National Park Service management practices.

Sec. 6. Required Actions.

- a. **Formal Engagement.** The National Park Service Director (Director) shall ensure that:
 1. Each System unit conducts at least one quarterly coordination meeting with gateway community leadership.
 2. Each System unit documents and considers gateway community input in general management plans, environmental assessments, environmental impact statements, visitor use strategies, and fee proposals.
 3. For purposes of this Order, any applicable Tribal consultation shall constitute formal engagement.
- b. **Early Notification on Major Changes.** System units must engage early with gateway communities when proposing any actions that may affect local access,

tourism flows, or regional economic activity. Engagement must occur before any public comment period opens.

c. **Technical and Financial Support.** The Director shall:

1. Maximize the use of existing authorities—including cooperative agreements, the Challenge Cost Share Program, and the Federal Lands Access Program—to support gateway community needs, including transportation, housing, emergency services, and infrastructure.
2. Provide technical assistance to communities seeking Federal support or pursuing grant opportunities for community development and resilience.

d. **Gateway Community Coordinator.** The Director shall require that each System unit designate a Gateway Community Coordinator to serve as the primary point of contact for all matters related to State, Tribal, and local government engagement, regional coordination, and community partnership development. This role may be assigned as a collateral duty or incorporated into an existing position, depending on the System unit's size and structure. The Gateway Community Coordinator shall:

1. Facilitate ongoing communication and coordination with gateway community leaders.
2. Ensure timely engagement and incorporation of community input into relevant System unit planning and decision-making processes.
3. Support the implementation of Department guidance on best practices for community engagement.
4. Elevate issues requiring cross-jurisdictional or interagency coordination to the appropriate regional or national offices.

This approach promotes localized accountability and ensures every System unit has a designated liaison for meaningful gateway community collaboration.

e. **Performance and Accountability.** Beginning in fiscal year 2026, superintendents of System units will have their performance appraisals include an evaluation of community engagement efforts, including responsiveness to local input, frequency and quality of engagement, and use of support programs.

Sec. 7. Reporting and Evaluation. Within 180 days of the issuance of this Order, the Director shall submit an initial report to the Secretary summarizing:

- The baseline level of engagement with gateway communities across all System units.
- The designation status of Gateway Community Coordinators at each System unit.

- Progress toward implementing the engagement, coordination, and support measures described in this Order.
- Recommendations for improving System unit-community collaboration, including best practices, training needs, or policy adjustments.

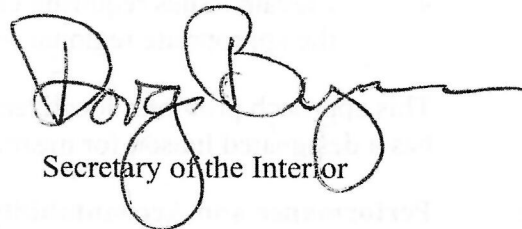
Each subsequent year, the Director shall submit an annual update to the Secretary that includes:

- A summary of engagement activities and outcomes across System units.
- Metrics and case studies illustrating successful coordination efforts.
- System unit-specific challenges and corrective actions taken.
- Recommendations for enhancing accountability and consistency in community engagement efforts.

These reports shall inform Departmental strategic planning, performance evaluation frameworks, and any future policy refinements.

Sec. 8. Effect of the Order. This Order is intended to improve the internal management of the Department and to promote consistent and meaningful coordination with gateway communities. This Order and any resulting reports, directives, or actions are not intended to, and do not, create any right or benefit, substantive or procedural, enforceable at law or equity by any party against the United States, its departments, agencies, instrumentalities, or entities, its officers or employees, or any other person. To the extent that there is any inconsistency between the provisions of this Order and any Federal laws or regulations, those laws or regulations shall govern and control.

Sec. 9. Effective Date. This Order is effective immediately and remains in effect until amended, superseded, or revoked.



Secretary of the Interior

Date: **JUNE 25 2025**

CORPORATION OF HARPERS FERRY

Town Council

DRAFT MINUTES

Regular Meeting	Monday, 14 July 2025	7:00 p.m.
Town Hall • 1000 W Washington Street, Harpers Ferry, West Virginia 25425		

The meeting was called to order at 7:00 p.m. by Mayor Vaughn, followed by a recitation of the Pledge of Allegiance.

Member	Title	Status
Greg Vaughn	Mayor	Present
Kevin Carden	Recorder	Present
Chris Craig	Councilmember	Present
Greg “Storm” DiCostanzo	Councilmember	Present
Jesse Z. Melton	Councilmember	Absent
Christian Pechuekonis	Councilmember	Present
David Simmons	Councilmember	Present

The agenda was approved as amended.

There were two public comments:

- Charles Town City Council member Elizabeth Ricketts spoke about the Jefferson County Development Authority. The County Commission recently removed all board members, including municipal representatives. She urged members of Council to attend the next Commission meeting to express their sentiments on this action.
- Roberta Meade-Curry spoke on a couple of agenda items. She spoke about some incidents during the June 2025 Town Council meeting. She read a letter from a resident of Bolivar about work that has been done on Boundary Street and how it affects residents who live within Bolivar.

1. Mayor’s announcements.

The Mayor welcomed David Simmons and Jesse Melton to the Council, as well as members who were reelected. Several grant opportunities from the federal government are being pursued at this time. He asked that all Councilmembers check their Town email inboxes regularly and respond within a reasonable amount of time. He also spoke about conduct in

Council meetings. He reminded the Councilmembers that emails are public information and must adhere to state ethics rules. He asked that motions be succinct and concise.

2. Recorder comments and updates.

The Recorder said that all commissions and committees must send their meeting minutes to the Recorder and / or the Town Clerk within a reasonable amount of time for transparency to the public.

3. Approval of minutes.

a. Regular meetings: 10 March 2025, 9 June 2025.

b. Special meeting: 16 June 2025.

No minutes were received for approval.

4. Community announcements.

a. Hilltop Hotel.

None.

b. National Park Service.

Superintendent Tanya Gossett informed the Council about an order from the Secretary of the Interior stressing coordination with Gateway Communities. She provided a copy of the order to the Council. The Park has a new law enforcement Ranger. The Park will soon receive six new electric buses to replace the existing Diesel buses. A team will be using metal detectors on the battlefield at School House Ridge to search for items of archeological interest. Chris Craig said the Appalachian Chamber Music Festival will be held on the lawn of historic Storer College in August.

c. Other.

None.

5. Establishment of standing Town Council committees and updating 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 and Finance Committee.

Items 5.a., b., and c. were considered together. Mayor Vaughn recommended the following for appointments to these Council committees:

- Ordinance Review Committee (ORC): Kevin Carden (Chair), Chris Craig, Christian Pechuekonis

- Internal Operations Committee (IOC): David Simmons (Chair), Storm DiCostanzo, Christian Pechuekonis
- Budget and Finance Committee (BFC): Storm DiCostanzo (Chair), Chris Craig, Jesse Melton

Motion	Motion to approve the recommendation from Mayor Vaughn for appointments to the ORC, IOC, and BFC.
Motion by	Christian Pechuekonis
Second	Chris Craig
YES	6
NO	0
Result	MOTION APPROVED

d. Discussion and action to assign a Councilmember as an approving official to endorse Town checks.

Motion	Motion to add Christian Pechuekonis as a check signer.
Motion by	Storm DiCostanzo
Second	David Simmons
YES	6
NO	0
Result	MOTION APPROVED

e. Discussion and action to organize / approve the Stormwater Committee of the Town.
The current members of the Stormwater Task Force are Storm DiCostanzo, Jesse Melton, and Mayor Vaughn.

Motion	Motion to reconstitute the Stormwater Task Force as the Stormwater Committee, which shall have five members apportioned as follows, with current members carrying forward onto the new Committee: one Town Council representative; The Mayor or their designee; one Planning Commission representative; and two at-large Harpers Ferry residents; as well as the town's Finance Officer, who shall serve in a non-voting ex officio capacity.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	6
NO	0
Result	MOTION APPROVED

f. Discussion and action to appoint a Town Council representative to the Parking Committee.

Motion	Motion to appoint Christian Pechuekonis as the Town Council representative to the Parking Committee, with the vacated resident position being advertised by the appropriate methods.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	6
NO	0
Result	MOTION APPROVED

g. Discussion and action to appoint a Town Council representative to the Planning Commission.

Motion	Motion to reappoint Jesse Melton as the Town Council representative to the Planning Commission.
Motion by	Storm DiCostanzo
Second	Christian Pechuekonis
YES	6
NO	0
Result	MOTION APPROVED

h. Discussion and action to reappoint the Mayor's designee on the Planning Commission.

Motion	Motion to reappoint Paul Mayhew as the Mayor's designee on the Planning Commission.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	6
NO	0
Result	MOTION APPROVED

i. Discussion and action to reappoint a Town Council representative to the Dark Skies Committee.

Motion	Motion to reappoint Storm DiCostanzo as the Town Council representative to the Dark Skies Committee.
Motion by	David Simmons
Second	Chris Craig
YES	6
NO	0
Result	MOTION APPROVED

6. Town reports.

a. Treasurer's reports and approvals.

i. Review and approval of financial reports: May 2025.

The May 2025 financial reports were approved as received.

ii. Approval of invoices and purchases.

None.

b. Budget and Finance Committee.

i. Discussion and action regarding WDA grant and approval of Resolution #9.

Motion	Motion to approve Resolution #9.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	6
NO	0
Result	MOTION APPROVED

ii. Discussion and action regarding WDA construction project Change Order #2.

Motion	Motion to approve WDA construction project Change Order #2 as submitted.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	6
NO	0
Result	MOTION APPROVED

iii. Discussion and action regarding FY 2026 Coal Severance Budget Revision 1.

Motion	Motion to approve FY 2026 Coal Severance Budget Revision 1 as submitted. (ROLL CALL VOTE)
Motion by	Storm DiCostanzo
Second	David Simmons
YES	Carden, Craig, DiCostanzo, Pechuekonis, Simmons, Vaughn
NO	<i>none</i>
Result	MOTION APPROVED

iv. Discussion and action to renew annual IT contract.

Motion	Motion to renew the annual IT contract with Advantage Technology.
Motion by	Storm DiCostanzo
Second	Christian Pechuekonis
YES	6
NO	0
Result	MOTION APPROVED

v. Discussion and action on funding for the Women's Club.

Motion	Motion to distribute \$3,920 that was previously allocated to the Women's Club for FY 2026, out of Line 906 Historic Preservation.
---------------	--

Motion by	Storm DiCostanzo
Second	Chris Craig
YES	6
NO	0
Result	MOTION APPROVED

vi. Discussion and action on funding for the Historic Town Foundation.

Storm DiCostanzo recused himself from discussion on this agenda item.

Motion	Motion to distribute \$1,500 that was previously allocated to the Harpers Ferry-Bolivar Historic Town Foundation for a reprint of the Harpers Ferry Black Heritage Walking Tour brochure, from Line 402 Economic Development for FY 2025.
Motion by	Chris Craig
Second	Christian Pechuekonis
YES	5
NO	0
Result	MOTION APPROVED

vii. Discussion and action on the purchase of a computer for network access.

Motion	Motion to approve the quote #Fred-029901 Version 1 from Advantage Technologies for up to \$2,700 for the final computer required to support the Town's new network, out of 440 Capital Outlay - City Hall.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	6
NO	0
Result	MOTION APPROVED

viii. Discussion and action on the Town logo.

Motion	Motion to adopt Wicked Designs logo Concept 2A as the official logo for Harpers Ferry, have the design refined into a final logo including using the phrase "Est. 1763", and adopt the color palette and fonts shown in Concept 3B.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	2
NO	4
Result	MOTION FAILED

Motion	Motion to adopt Wicked Designs logo Concept 3B as the official logo for Harpers Ferry, along with the color palette and fonts shown in Concept
---------------	--

	3B, and have the design refined into a final logo including using the phrase "Est. 1763".
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	5
NO	1
Result	MOTION APPROVED

Motion	Motion to increase the authorized logo design spending by \$1,500, allowing up to \$2,500 to be spent to complete the logo project, including related design tasks.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	6
NO	0
Result	MOTION APPROVED

ix. Discussion and action on Town website overhaul.

The IOC has been heading this project and working with Revize, a company that specializes in government websites.

c. Planning Commission.

i. Planning Commission report.

Zachary Morse reported that the Planning Commission is continuing to work on updates to the Comprehensive Plan. A prioritization of elements in the Plan is in progress, then it will go to public review. The Floodplain Ordinance needs to be updated. The Planning Commission will work on this and forward it to FEMA for its approval.

d. Tree Commission.

i. Discussion and action regarding the 2025 Tree Work Plan.

Motion	Motion to approve the 2025 Tree Work Plan as submitted.
Motion by	Chris Craig
Second	Storm DiCostanzo
YES	6
NO	0
Result	MOTION APPROVED

ii. Discussion and action on appointments to the Tree Commission.

The following applicants were nominated for appointment to the Tree Commission:

Applicant
Zachary Morse
Rebecca Wolf

Nominated by
Storm DiCostanzo
Chris Craig

Action	Appointment to the Tree Commission.
Zachary Morse	Carden, Craig, DiCostanzo, Pechuekonis, Simmons, Vaughn
Rebecca Wolf	Carden, Craig, DiCostanzo, Pechuekonis, Simmons, Vaughn
Result	Zachary Morse appointed as Planning Commission representative to the Tree Commission. Rebecca Wolf appointed to Seat 3 for an unexpired term on the Tree Commission (term expiring 31 December 2025).

e. Historic Landmarks Commission.

i. Historic Landmarks Commission report.

No report.

f. Board of Zoning Appeals.

i. Discussion and action on appointments to the Board of Zoning Appeals.

The following applicant was nominated for appointment to the Board of Zoning Appeals:

Applicant
Eddie Love

Nominated by
Storm DiCostanzo

Action	Appointment to the Board of Zoning Appeals.
YES	Carden, Craig, DiCostanzo, Pechuekonis, Vaughn
NO	Simmons
Result	Eddie Love appointed to the Board of Zoning Appeals with term expiring 1 January 2027.

g. Water Department.

i. General report from Public Works Administrator.

Steve Paradis reported that 5.725 million gallons of potable water were made in June. He will prepare a historical look at water drainage from tanks between midnight and 3 a.m. (the hours of least usage) to give an idea of how much water loss there is currently in the distribution system. Some leaks have been fixed, including a significant one at the KOA campground. Mr Paradis calculated a 30% reduction in water loss over the last year.

ii. General report from Water Commission.

Mike Rock reported that Kim Wheatley resigned, and he thanked her for her service. Another resident has submitted a letter of interest for appointment to the Water Commission, which Mr Rock distributed to the Recorder.

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 Codified Ordinances to align with current WV Code.

Mayor Vaughn said he is still waiting on a response from the Town Attorney regarding this proposed ordinance.

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.

Motion	Motion to refer Ordinance 2025-02 back to the Ordinance Review Committee for further review, since we are in a new Council session.
Motion by	Storm DiCostanzo
Second	David Simmons
YES	6
NO	0
Result	MOTION APPROVED

i. Dark Skies Committee.

i. Dark Skies Committee report.

Storm DiCostanzo said the Committee is finishing up its draft of a Dark Skies Ordinance for consideration by the Town Council at a future date.

7. Unfinished business.

None.

8. New business.

a. Discussion and action on approval of a resolution in support of the local Job Corps Program.

Motion	Motion to approve the resolution in support of the local Job Corps Program.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	6
NO	0
Result	MOTION APPROVED

b. Discussion and action on an appointment for a Jefferson County representative to the Hagerstown-Eastern Panhandle Metropolitan Planning Organization (HEPMPO) Board.

Motion	Motion to recommend appointment of Chris Craig as Jefferson County representative to HEPMPPO.
Motion by	Storm DiCostanzo
Second	David Simmons
YES	7
NO	0
Result	MOTION APPROVED

c. Discussion and action regarding an employee personnel issue.

This item was discussed in executive session.

Motion	Motion to enter executive session, pursuant to WV Code §§ 6-9A-4(b)(2)(A).
Motion by	Greg Vaughn
Second	Chris Craig
YES	6
NO	0
Result	MOTION APPROVED. Executive session began at 9:08 p.m.

Steve Paradis and Debbi Kelly also attended the executive session.

The meeting returned to open session at 9:54 p.m.

Motion	Motion to refer an employee personnel issue to the IOC.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	6
NO	0
Result	MOTION APPROVED

Motion to adjourn by Chris Craig, second by Christian Pechuekonis. Meeting adjourned at 9:55 p.m.

The above minutes are true and correct, as approved.

Mayor: _____ Date: _____

Recorder: _____ Date: _____

CORPORATION OF HARPERS FERRY

Town Council

DRAFT MINUTES

Special Meeting **Tuesday, 29 July 2025** **1:30 p.m.**
Town Hall • 1000 W Washington Street, Harpers Ferry, West Virginia 25425

The meeting was called to order at 1:30 p.m. by Mayor Vaughn.

Member	Title	Status
Greg Vaughn	Mayor	Present
Kevin Carden	Recorder	Present
Chris Craig	Councilmember	Present
Greg "Storm" DiCostanzo	Councilmember	Present
Jesse Z. Melton	Councilmember	Present
Christian Pechuekonis	Councilmember	Present
David Simmons	Councilmember	Absent

The order of items on the agenda for this meeting was fluid. The items were discussed in the following order: 3, 6, 2, 1, 4, 5.

1. Discussion and action regarding FY 2026 General Fund Budget Revision #1.

Motion	Motion to approve FY 2026 General Fund Budget Revision 1 as submitted. (ROLL CALL VOTE)
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	Carden, Craig, DiCostanzo, Melton, Pechuekonis, Vaughn
NO	<i>none</i>
Result	MOTION APPROVED

2. Discussion and action regarding FY 2026 purchasing threshold guidelines.

Motion	Motion to approve FY 2026 purchasing threshold guidelines as submitted.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	6
NO	0
Result	MOTION APPROVED

3. Discussion and action regarding funding for the Appalachian Chamber Music Festival (ACMF).

Paul Tertell said the ACMF will be hosting the Don Redmon Orchestra at the historic Storer College lawn at 7:00 p.m. on 8 August 2025. The ACMF is asking for a little less than half the cost for the band and venue.

Motion	Motion to reimburse \$2,375 to the Appalachian Chamber Music Festival for the 8 August 2025 concert, pending approval of FY 2026 General Fund Budget Revision 1.
Motion by	Storm DiCostanzo
Second	Chris Craig
YES	6
NO	0
Result	MOTION APPROVED

4. Discussion and action regarding tree removal in the public right-of-way at Block LL, Lot 4 along Fillmore Street.

Motion	Motion to approve up to \$2,500 for tree removal from Line 750 Contracted Services.
Motion by	Storm DiCostanzo
Second	Jesse Melton
YES	6
NO	0
Result	MOTION APPROVED

5. Discussion and action regarding Water Distribution System Contract #3 bid documents.

After much discussion, it was decided this item will be reviewed at a future meeting.

6. Training session regarding Town finances and budgets.

Financial Officer Deb Kelly provided a comprehensive presentation on the Town's budgets.

Motion to adjourn by Jesse Melton, second by Storm DiCostanzo. Meeting adjourned at 4:43 p.m.

The above minutes are true and correct, as approved.

Mayor: _____ Date: _____

Recorder: _____ Date: _____

1:23 PM

08/01/25

Corp. of Harpers Ferry**Check Detail**

July 2025

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check		07/31/2025	Corporation of Harp...		Water Fund Checking		-904.18
					Due To General	-904.18	904.18
TOTAL						-904.18	904.18
Bill Pmt -Check	ACH	07/07/2025	Potomac Edison		001 General Fund Ac...		-35.09
Bill	110119...	06/06/2025			Utilities SI	-35.09	35.09
TOTAL						-35.09	35.09
Bill Pmt -Check	ACH	07/07/2025	Potomac Edison		001 General Fund Ac...		-146.61
Bill	110081...	06/06/2025			Utilities C	-146.61	146.61
TOTAL						-146.61	146.61
Bill Pmt -Check	ACH	07/07/2025	Potomac Edison		001 General Fund Ac...		-29.18
Bill	110147...	06/06/2025			Utilities C	-29.18	29.18
TOTAL						-29.18	29.18
Bill Pmt -Check	ACH	07/07/2025	Potomac Edison		001 General Fund Ac...		-1,356.27
Bill	110084...	06/04/2025			Utilities SI	-1,356.27	1,356.27
TOTAL						-1,356.27	1,356.27
Bill Pmt -Check	ACH	07/07/2025	Potomac Edison		Water Fund Checking		-10.00
Bill	110081...	06/06/2025			615.3 · Utilities W	-10.00	10.00
TOTAL						-10.00	10.00
Bill Pmt -Check	ACH	07/07/2025	Potomac Edison		Water Fund Checking		-30.55
Bill	110158...	06/06/2025			615.3 · Utilities W	-30.55	30.55
TOTAL						-30.55	30.55
Bill Pmt -Check	ACH	07/07/2025	Potomac Edison		001 General Fund Ac...		-131.22
Bill	110081...	06/06/2025			Utilities-P	-131.22	131.22
TOTAL						-131.22	131.22
Bill Pmt -Check	ACH	07/07/2025	Potomac Edison		001 General Fund Ac...		-132.76
Bill	110081...	06/06/2025			Utilities C	-132.76	132.76
TOTAL						-132.76	132.76
Bill Pmt -Check	ACH	07/08/2025	Fuelman		001 General Fund Ac...		-120.45
Bill	NP687...	07/07/2025			Auto Supplies (Gas & ...	-120.45	120.45
TOTAL						-120.45	120.45
Bill Pmt -Check	ACH	07/08/2025	Fuelman		Water Fund Checking		-283.98
Bill	NP687...	07/07/2025			650.8 · Auto & Transp...	-283.98	283.98
TOTAL						-283.98	283.98

1:23 PM

08/01/25

Corp. of Harpers Ferry**Check Detail****July 2025**

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	ACH	07/29/2025	Potomac Edison		001 General Fund Ac...		-15.33
Bill	110086...	07/09/2025			Utilities Pa	-15.33	15.33
TOTAL						-15.33	15.33
Check	eft	07/01/2025	West Virginia Munici...		Water Fund Checking		-1,953.00
					USDA Reserve	-1,953.00	1,953.00
TOTAL						-1,953.00	1,953.00
Check	eft	07/02/2025	ADT Security		001 General Fund Ac...		-74.88
					Utilities-P	-74.88	74.88
TOTAL						-74.88	74.88
Check	eft	07/08/2025	PEIA		Harpers Ferry Payrol...		-408.00
					OPEB - General	-34.00	34.00
					246P - OPEB - Police	-102.00	102.00
					OPEB - Water	-238.00	238.00
					Employee Benefits	-34.00	34.00
TOTAL						-408.00	408.00
Check	eft	07/11/2025	USDA		Water Fund Checking		-19,530.00
					428 - USDA 2021 - Bo...	-19,530.00	19,530.00
TOTAL						-19,530.00	19,530.00
Check	eft	07/17/2025	PEIA		Harpers Ferry Payrol...		-144.00
					OPEB - General	-12.00	12.00
					246P - OPEB - Police	-36.00	36.00
					OPEB - Water	-84.00	84.00
					Employee Benefits	-12.00	12.00
TOTAL						-144.00	144.00
Check	EFT	07/01/2025	State of WV		General Court Fund		-466.00
					WV, Friendship	-466.00	466.00
TOTAL						-466.00	466.00
Check	EFT	07/02/2025	DDL Business		001 General Fund Ac...		-71.50
					Printing-Leased Equip...	-71.50	71.50
TOTAL						-71.50	71.50
Check	EFT	07/07/2025	Fuelman		001 General Fund Ac...		-1,232.69
					Auto Supplies and Fu...	-1,232.69	1,232.69
TOTAL						-1,232.69	1,232.69
Check	EFT	07/08/2025	Leaf		001 General Fund Ac...		-209.00
					Leased Equipment C	-104.50	104.50
					Due To General	-104.50	104.50
TOTAL						-209.00	209.00

1:23 PM

08/01/25

Corp. of Harpers Ferry**Check Detail**

July 2025

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	EFT	07/08/2025	PEIA		Harpers Ferry Payrol...		-11,263.84
					PEIA/Workers Comp-P	-4,537.94	4,537.94
					605.8 · Employee PEI...	-4,583.76	4,583.76
					Family Portion PEIA	-671.00	671.00
					Group Ins. T	-682.98	682.98
					Health Insurance CC	-682.98	682.98
					Optional PEIA	-43.32	43.32
					Optional PEIA	-38.06	38.06
					Optional PEIA	-23.80	23.80
TOTAL						-11,263.84	11,263.84
Check	EFT	07/17/2025	PEIA		Harpers Ferry Payrol...		-14,084.84
					PEIA/Workers Comp-P	-5,544.44	5,544.44
					605.8 · Employee PEI...	-5,889.38	5,889.38
					Family Portion PEIA	-776.00	776.00
					Group Ins. T	-881.48	881.48
					Health Insurance CC	-880.48	880.48
					Optional PEIA	-43.32	43.32
					Optional PEIA	-45.94	45.94
					Optional PEIA	-23.80	23.80
TOTAL						-14,084.84	14,084.84
Bill Pmt -Check	112	07/16/2025	Gwin Dobson & Fore...		2024 Const Trust Fu...		-19,738.61
Bill	91412	06/30/2025			Construction in Progr...	-19,738.61	19,738.61
TOTAL						-19,738.61	19,738.61
Check	153	07/16/2025	Terra Works, Inc.		Water Improvement ...		-190,850.78
					Construction in Progr...	-190,850.78	190,850.78
TOTAL						-190,850.78	190,850.78
Check	364	07/14/2025	Jefferson County CVB		Hotel Motel Tax		-11,574.94
					901 · Visitors Bureau -H	-11,574.94	11,574.94
TOTAL						-11,574.94	11,574.94
Check	365	07/15/2025	Harpers Ferry Wome...		Hotel Motel Tax		-3,920.00
					906 · Arts & Humaniti...	-3,920.00	3,920.00
TOTAL						-3,920.00	3,920.00
Check	366	07/17/2025	Corporation of Harp...		Hotel Motel Tax		-276.61
					Due To General	-276.61	276.61
TOTAL						-276.61	276.61
Check	1479	07/31/2025	Margaret or Casey Bl...		HF Water Works Esc...		-50.00
					Water Security Depos...	-50.00	50.00
TOTAL						-50.00	50.00
Bill Pmt -Check	15330	07/01/2025	CORE & MAIN LP		Water Fund Checking		-1,547.22
Bill	X129288	06/10/2025			620.6 · Materials and ...	-1,547.22	1,547.22
TOTAL						-1,547.22	1,547.22

1:23 PM

08/01/25

Corp. of Harpers Ferry**Check Detail****July 2025**

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	15331	07/01/2025	CITCO Water		Water Fund Checking		-3,309.57
Bill	100304...	06/16/2025			618.3 · Plant Chemicals	-3,309.57	3,309.57
TOTAL						-3,309.57	3,309.57
Bill Pmt -Check	15332	07/01/2025	Public Service Com...		Water Fund Checking		-2,137.35
Bill	991	06/23/2025			408.10 · Assessments	-2,137.35	2,137.35
TOTAL						-2,137.35	2,137.35
Bill Pmt -Check	15333	07/02/2025	Harpers Ferry Water ...		Water Fund Checking		-37.14
Bill	000100...	07/01/2025			615.3 · Utilities W	-12.38	37.14
					Utilities-P	-12.38	37.14
					Utilities C	-12.38	37.14
TOTAL						-37.14	111.42
Check	15334	07/02/2025	Corporation of Harp...		Water Fund Checking		-5,600.00
					Due To Water	-5,600.00	5,600.00
TOTAL						-5,600.00	5,600.00
Check	15335	07/02/2025	Corporation of Harp...		Water Fund Checking		-1,800.00
					Due To Water	-1,800.00	1,800.00
TOTAL						-1,800.00	1,800.00
Check	15336	07/07/2025	Corporation of Harp...		Water Fund Checking		-6,842.58
					Due To General	-6,842.58	6,842.58
TOTAL						-6,842.58	6,842.58
Bill Pmt -Check	15337	07/08/2025	Dodson Septic Tank ...		Water Fund Checking		-475.00
Bill	JULY 2...	07/07/2025			631.4PM · Plant Maint...	-475.00	475.00
TOTAL						-475.00	475.00
Check	15338	07/08/2025	Fringe Benefits Man...		Water Fund Checking		-488.31
					24000 · Payroll Liabilit...	-488.31	488.31
TOTAL						-488.31	488.31
Check	15339	07/14/2025	Corporation of Harp...		Water Fund Checking		-8,246.44
					Due To General	-8,246.44	8,246.44
TOTAL						-8,246.44	8,246.44
Bill Pmt -Check	15340	07/16/2025	DEP / Div. of Water a...		Water Fund Checking		-150.00
Bill	005089...	07/08/2025			620.8PM · Plant Maint...	-150.00	150.00
TOTAL						-150.00	150.00
Check	15341	07/16/2025	Corporation of Harp...		Water Fund Checking		-4,758.56
					Due To General	-4,758.56	4,758.56
TOTAL						-4,758.56	4,758.56

1:23 PM

08/01/25

Corp. of Harpers Ferry**Check Detail****July 2025**

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	15342	07/16/2025	CITCO Water		Water Fund Checking		-1,204.22
Bill	100307...	07/09/2025			618.3 · Plant Chemicals	-1,204.22	1,204.22
TOTAL						-1,204.22	1,204.22
Bill Pmt -Check	15343	07/16/2025	Law Office of Hoy S...		Water Fund Checking		-1,105.00
Bill	4695	07/01/2025			631.8 · Legal Fees an...	-1,105.00	1,105.00
TOTAL						-1,105.00	1,105.00
Bill Pmt -Check	15344	07/16/2025	Advantage Technolo...		Water Fund Checking		-408.31
Bill	91763	07/01/2025			Contracted Services C	-136.11	408.32
					Contracted Services-P	-136.10	408.32
					620.8 · Office Supplie...	-136.10	408.31
TOTAL						-408.31	1,224.95
Bill Pmt -Check	15345	07/16/2025	Homewood Lawn Care		Water Fund Checking		-525.00
Bill	359	07/08/2025			631.4PM · Plant Maint...	-525.00	525.00
TOTAL						-525.00	525.00
Check	15346	07/16/2025	West Virginia Munici...		Water Fund Checking		-128.53
					24000 · Payroll Liabilit...	-128.53	128.53
TOTAL						-128.53	128.53
Bill Pmt -Check	15347	07/16/2025	Diesel Parts Direct		Water Fund Checking		0.00
TOTAL						0.00	0.00
Bill Pmt -Check	15348	07/17/2025	CoxHollidayoung PL...		Water Fund Checking		-834.37
Bill	35100	06/30/2025			Office Supplies and M...	-22.31	67.00
					341 G · Materials & S...	-22.32	67.00
					Professional Services C	-511.84	1,536.75
					620.8 · Office Supplie...	-21.98	66.00
					631.1 · Prof Services-...	-255.92	768.37
TOTAL						-834.37	2,505.12
Check	15349	07/17/2025	Fringe Benefits Man...		Water Fund Checking		-325.54
					24000 · Payroll Liabilit...	-325.54	325.54
TOTAL						-325.54	325.54
Bill Pmt -Check	15350	07/31/2025	Micro-Tech Designs,...		Water Fund Checking		-876.12
Bill	250048...	07/18/2025			620.3 · Plant - Materia...	-876.12	876.12
TOTAL						-876.12	876.12
Bill Pmt -Check	15351	07/31/2025	Miss Utility		Water Fund Checking		-23.25
Bill	WV25-...	07/08/2025			660.8 · Advertising & ...	-23.25	23.25
TOTAL						-23.25	23.25
Bill Pmt -Check	15352	07/31/2025	Bank of Charles Town		Water Fund Checking		-508.97
Bill	202505	07/25/2025			620.7 · Postage And ...	-508.97	508.97
TOTAL						-508.97	508.97

1:23 PM

08/01/25

Corp. of Harpers Ferry**Check Detail**

July 2025

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	15353	07/31/2025	Bank of Charles Town		Water Fund Checking		-507.43
Bill	202506	07/25/2025			620.7 · Postage And ...	-507.43	507.43
TOTAL						-507.43	507.43
Bill Pmt -Check	15354	07/31/2025	HF Bolivar Public Se...		Water Fund Checking		-1,012.68
Bill	1	07/21/2025			675.6 · Miscellaneous...	-1,012.68	1,012.68
TOTAL						-1,012.68	1,012.68
Bill Pmt -Check	16846	07/02/2025	Harpers Ferry Water ...		001 General Fund Ac...		-364.33
Bill	000100...	07/01/2025			615.3 · Utilities W	-24.76	37.14
					Utilities-P	-24.76	37.14
					Utilities C	-24.76	37.14
Bill	000200...	07/01/2025			Utilities St	-240.00	240.00
Bill	000350...	07/01/2025			Utilities Pa	-50.05	50.05
TOTAL						-364.33	401.47
Check	16847	07/07/2025	Corporation of Harp...		001 General Fund Ac...		-12,019.71
					Due To Water	-12,019.71	12,019.71
TOTAL						-12,019.71	12,019.71
Check	16848	07/08/2025	Funk Electrical Servi...		001 General Fund Ac...		-51.00
					325 · Licenses	-51.00	51.00
TOTAL						-51.00	51.00
Check	16849	07/08/2025	Fringe Benefits Man...		001 General Fund Ac...		-644.94
					24000 · Payroll Liabilit...	-311.07	311.07
					24000 · Payroll Liabilit...	-333.87	333.87
TOTAL						-644.94	644.94
Check	16850	07/15/2025	Harpers Ferry Boliva...		001 General Fund Ac...		-1,500.00
					001.402 · Economic D...	-1,500.00	1,500.00
TOTAL						-1,500.00	1,500.00
Bill Pmt -Check	16851	07/16/2025	Spirit of Jefferson		001 General Fund Ac...		-36.00
Bill	2025	07/14/2025			Dues & Subscriptions C	-36.00	36.00
TOTAL						-36.00	36.00
Bill Pmt -Check	16852	07/16/2025	Rugged Notebook		001 General Fund Ac...		-3,125.00
Bill	86409	06/26/2025			Police Dept Supplies	-3,125.00	3,125.00
TOTAL						-3,125.00	3,125.00
Bill Pmt -Check	16853	07/16/2025	Advantage Technolo...		001 General Fund Ac...		-816.64
Bill	91763	07/01/2025			Contracted Services C	-272.21	408.32
					Contracted Services-P	-272.22	408.32
					620.8 · Office Supplie...	-272.21	408.31
TOTAL						-816.64	1,224.95

1:23 PM

08/01/25

Corp. of Harpers Ferry**Check Detail****July 2025**

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	16854	07/16/2025	Region 9		001 General Fund Ac...		-465.37
Bill	FY 2026	07/01/2025			001.435 · Region 9 D...	-465.37	465.37
TOTAL						-465.37	465.37
Check	16855	07/16/2025	Stampfer, Timothy		001 General Fund Ac...		-15.40
					001.761 Parkinng Exp...	-15.40	15.40
TOTAL						-15.40	15.40
Check	16857	07/16/2025	West Virginia Munici...		001 General Fund Ac...		-77.97
					24000 · Payroll Liabilit...	-62.33	62.33
					24000 · Payroll Liabilit...	-15.64	15.64
TOTAL						-77.97	77.97
Bill Pmt -Check	16858	07/17/2025	CoxHollidayoung PL...		001 General Fund Ac...		-1,670.75
Bill	35100	06/30/2025			Office Supplies and M...	-44.69	67.00
					341 G · Materials & S...	-44.68	67.00
					Professional Services C	-1,024.91	1,536.75
					620.8 · Office Supplie...	-44.02	66.00
					631.1 · Prof Services-...	-512.45	768.37
TOTAL						-1,670.75	2,505.12
Check	16859	07/17/2025	Fringe Benefits Man...		001 General Fund Ac...		-429.96
					24000 · Payroll Liabilit...	-207.38	207.38
					24000 · Payroll Liabilit...	-222.58	222.58
TOTAL						-429.96	429.96
Check	16860	07/17/2025	Marty Jarrell and/or ...		001 General Fund Ac...		-25.50
					321 Parking Violations	-25.50	25.50
TOTAL						-25.50	25.50
Bill Pmt -Check	16861	07/31/2025	WV State Auditor		001 General Fund Ac...		-667.00
Bill	24616	02/03/2025			Audit Cost C	-667.00	667.00
TOTAL						-667.00	667.00
Bill Pmt -Check	16862	07/31/2025	Bowles Rice LLP		001 General Fund Ac...		-750.00
Bill	1232433	07/01/2025			417 · Office of Attorney	-750.00	750.00
TOTAL						-750.00	750.00
Bill Pmt -Check	16863	07/31/2025	CARS		001 General Fund Ac...		-492.81
Bill	2025-1...	07/15/2025			Maintenance and Rep...	-492.81	492.81
TOTAL						-492.81	492.81
Check	16864	07/31/2025	Roxann Behringer		001 General Fund Ac...		-350.00
					320 · Fines, Fees & C...	-350.00	350.00
TOTAL						-350.00	350.00

1:23 PM

08/01/25

Corp. of Harpers Ferry**Check Detail****July 2025**

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	16865	07/31/2025	CARS		001 General Fund Ac...		-125.67
Bill	2025-1...	07/15/2025			Maintenance and Rep...	-125.67	125.67
TOTAL						-125.67	125.67
Bill Pmt -Check	16866	07/31/2025	CARS		001 General Fund Ac...		-429.28
Bill	2025-1...	07/15/2025			Maintenance and Rep...	-429.28	429.28
TOTAL						-429.28	429.28
Check	16867	07/31/2025	Stampfer, Timothy		001 General Fund Ac...		-32.00
					001.761 Parkinng Exp...	-32.00	32.00
TOTAL						-32.00	32.00

1:52 PM
08/05/25
Accrual Basis

Corp. of Harpers Ferry

P & L Budget vs. Actual (General, Excluding Water & Coal)
July 2024 through June 2025

	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
General				
296 · Restricted Fund Balance	0.00	40,000.00	-40,000.00	0.0%
297 · Committed Fund Balance	0.00	1,000.00	-1,000.00	0.0%
298 · Assigned Fund Balance	0.00	324,350.00	-324,350.00	0.0%
299 · Unassigned Fund Balance	0.00	900,750.00	-900,750.00	0.0%
301-01 · Property Tax Current Year	85,647.43	85,593.00	54.43	100.1%
303 · Oil & Gas Severance Tax	990.25	1,000.00	-9.75	99.0%
304 · Excise Tax on Utilities	6,953.19	7,000.00	-46.81	99.3%
305 · Business and Occupation Tax	244,541.14	205,000.00	39,541.14	119.3%
306 · Liquor & Wine Tax	12,181.45	12,000.00	181.45	101.5%
307 · Animal Control Tax	75.60	110.00	-34.40	68.7%
308 · Hotel Motel	90,473.54	82,000.00	8,473.54	110.3%
314 · Sales Tax Revenue	323,360.61	321,000.00	2,360.61	100.7%
320 · Fines, Fees & Court Cost	17,085.00	13,000.00	4,085.00	131.4%
320_399 · Police Department Rev Sources	31,345.83	26,000.00	5,345.83	120.6%
325 · Licenses	5,826.00	6,500.00	-674.00	89.6%
326 · Building Permit Fees	13,444.95	13,500.00	-55.05	99.6%
327 · Miscellaneous Permits (Parking)	971.00	950.00	21.00	102.2%
328 · Franchise Fees	3,079.14	3,000.00	79.14	102.6%
330 · IRP Fees	6,487.81	5,500.00	987.81	118.0%
340 · Parks and Rec.	5,460.92	6,000.00	-539.08	91.0%
342 · Parking Meter Revenue	181,814.94	200,000.00	-18,185.06	90.9%
345 · Rents & Concessions	30,952.35	29,000.00	1,952.35	106.7%
365 · Federal Government Grants	4,000.00	5,470.00	-1,470.00	73.1%
366 · State Government Grants	0.00	13,230.00	-13,230.00	0.0%
367 · Other Grants	5,234.90	5,500.00	-265.10	95.2%
368 · Contributions from other Entiti	85,000.00	85,000.00	0.00	100.0%
376 · Table Gaming Income	13,217.23	11,500.00	1,717.23	114.9%
380 · Interest Earned on Investments	6,496.13	6,300.00	196.13	103.1%
382 · Refunds and Rebates	1,396.88	1,400.00	-3.12	99.8%
397 · Lottery	43,957.80	42,000.00	1,957.80	104.7%
399 · Miscellaneous Revenue	3,535.00	4,000.00	-465.00	88.4%
405 · Board of Zoning-Appeal	150.00	150.00	0.00	100.0%
Total General	1,223,679.09	2,457,803.00	-1,234,123.91	49.8%
386 · Insurance Claims	6,987.61	7,500.00	-512.39	93.2%
Total Income	1,230,666.70	2,465,303.00	-1,234,636.30	49.9%
Gross Profit	1,230,666.70	2,465,303.00	-1,234,636.30	49.9%

Corp. of Harpers Ferry **P & L Budget vs. Actual (General, Excluding Water & Coal)** **July 2024 through June 2025**

	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
Expense				
001.809 Grants Health/Sanitatio	0.00	12,000.00	-12,000.00	0.0%
001.760 Parking	15,446.03	17,392.00	-1,945.97	88.8%
405 - Board of Zoning Appeals	50.14	300.00	-249.86	16.7%
Capital Projects Expenditures				
001.975 - General Government	0.00	574,387.41	-574,387.41	0.0%
001.976 - Public Safety	0.00	50,000.00	-50,000.00	0.0%
001.977 - Street and Transportation	0.00	170,000.00	-170,000.00	0.0%
Total Capital Projects Expenditures	0.00	794,387.41	-794,387.41	0.0%
Culture & Rec Exp				
900 - Parks	3,076.09	7,730.00	-4,653.91	39.8%
901 - Visitors Bureau -H	39,377.64	41,000.00	-1,622.36	96.0%
906 - Arts & Humanities -H	23,191.43	71,000.00	-47,808.57	32.7%
911 - Historical Landmarks Com.	14,700.00	15,200.00	-500.00	96.7%
916 - Library	4,500.00	4,500.00	0.00	100.0%
Total Culture & Rec Exp	84,845.16	139,430.00	-54,584.84	60.9%
001.402 - Economic Development	9,269.53	15,000.00	-5,730.47	61.8%
001.409 - Office of Mayor	21,530.03	22,600.00	-1,069.97	95.3%
001.410 - Members of Council	21,530.00	21,900.00	-370.00	98.3%
001.411 - Office of Recorder	6,529.00	6,515.00	14.00	100.2%
001.413 - Office of Treasurer	71,948.86	73,636.74	-1,687.88	97.7%
001.415 - Office of City Clerk	76,245.58	76,968.00	-722.42	99.1%
001.426 - Litigation Reserve	0.00	5,000.00	-5,000.00	0.0%
001.435 - Region 9 Dev. Authority	252.86	260.00	-7.14	97.3%
001.437 - Planning Commission	0.00	10,500.00	-10,500.00	0.0%
001.438 - Elections	4,478.85	5,000.00	-521.15	89.6%
001.440 - City Hall	261,138.10	307,620.15	-46,482.05	84.9%

Corp. of Harpers Ferry
P & L Budget vs. Actual (General, Excluding Water & Coal)
July 2024 through June 2025

	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
001.699 . Contingencies	0.00	172,400.00	-172,400.00	0.0%
001.700 . Police Dept	550,051.89	588,784.21	-38,732.32	93.4%
001.706 . Fire Dept	4,000.00	4,000.00	0.00	100.0%
001.750 . Street Department	98,718.61	101,909.49	-3,190.88	96.9%
001.751 . Street Lights	24,405.08	23,700.00	705.08	103.0%
001.752 . Street Signs	530.30	1,000.00	-469.70	53.0%
001.753 . Snow Removal	55,305.00	55,500.00	-195.00	99.6%
001.759 . Public Transit	4,500.00	4,500.00	0.00	100.0%
001.803 . Local Health Dept.	0.00	0.00	0.00	0.0%
417 . Office of Attorney	842.25	5,000.00	-4,157.75	16.8%
Total Expense	1,311,617.27	2,465,303.00	-1,153,685.73	53.2%
Net Ordinary Income	-80,950.57	0.00	-80,950.57	100.0%
Net Income	-80,950.57	0.00	-80,950.57	100.0%

Accrual Basis

Corp. of Harpers Ferry
Profit & Loss Budget vs. Actual (Water Only)

July 2024 through June 2025

	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
131 . SB234 Reserve Transfer	71,200.00	72,953.00	-1,753.00	97.6%
131.3 Transfers to Reserve	0.00	0.00	0.00	0.0%
General	0.00			
400 . Water Department Income				
481 . Reimbursements	4,520.33			
Bond Renewal & Repl 2.5%tmfr	28,500.00	27,137.50	1,362.50	105.0%
New Water Taps	4,500.00	0.00	0.00	100.0%
Capacity Improvement Fees	14,625.00	11,700.00	2,925.00	125.0%
419 . Interest Income Bonds	0.00	0.00	0.00	0.0%
421 . Non Utility Income				
419 . Interest	8,589.57	7,000.00	1,589.57	122.7%
421.a . Other Income	7,610.26	12,989.00	-5,378.74	58.6%
421 . Non Utility Income - Other	39.00			
Total 421 . Non Utility Income	16,238.83	19,989.00	-3,750.17	81.2%
461 . Customers - Water Bill Payments				
462 - Customer Hydrants	6,512.71	6,700.00	-187.29	97.2%
461 . Customers - Water Bill Payments - Other	1,123,108.98	1,085,500.00	37,608.98	103.5%
Total 461 . Customers - Water Bill Payments	1,129,621.69	1,092,200.00	37,421.69	103.4%
462.1 . Annual Fire Service Fee	2,241.58	3,000.00	-758.42	74.7%
471 . PSD bill processing	34,083.00	36,000.00	-1,917.00	94.7%
471.b . Misc Revenue Recovery Reimb	53,640.36	70,000.00	-16,359.64	76.6%
472 . AT&T Rent	66,000.00	66,000.00	0.00	100.0%
400 . Water Department Income - Other	0.00	0.00	0.00	0.0%
Total 400 . Water Department Income	1,353,970.79	1,330,526.50	23,444.29	101.8%
Total Income	1,425,170.79	1,403,479.50	21,691.29	101.5%
Gross Profit	1,425,170.79	1,403,479.50	21,691.29	101.5%
Expense				
400.-. Water Department				
Bond Interest				
341.9 . Water Bond Debt Service (2024)	1,932.69			
427.3 . Bonds Payable - Series C	18,276.00			
428 . USDA 2021 - Bonds Payable	234,360.00			
Bond Interest - Other	0.00	280,076.00	-280,076.00	0.0%
Total Bond Interest	254,568.69	280,076.00	-25,507.31	90.9%
631.1 . Prof Services-Accounting-Water				
131.3 Water Trants to Reserve	11,830.64	16,000.00	-4,169.36	73.9%
334. New Meters	71,200.00	72,953.00	-1,753.00	97.6%
334.0 Maintenance of Meters	2,065.42	4,000.00	-1,914.58	52.1%
341.2 Capital Outlay - Auto	896.03	4,000.00	-3,103.97	22.4%
605.8 Accrued Leave - Water	11,990.52	13,500.00	-1,509.48	88.8%
620.7a - Bank Service Charges	0.00	5,000.00	-5,000.00	0.0%
670.7 Bad Debt	0.00	25.00	-25.00	0.0%
675.3 Miscellaneous & General	5,931.29	2,500.00	3,431.29	237.3%
675.3 Uniforms	864.12	0.00	0.00	0.0%
675.3Memberships/Dues/subscript	1,300.00	1,300.00	-435.88	66.5%
Maintenance of Mains	440.00	700.00	-260.00	62.9%
	106,552.05	135,000.00	-28,447.95	78.9%

Corp. of Harpers Ferry Profit & Loss Budget vs. Actual (Water Only)

July 2024 through June 2025

	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
127 . Bond Renewal & Replacement Fund	28,500.00	27,137.50	1,362.50	105.0%
408.10 . Assessments	2,263.01	2,270.00	-6.99	99.7%
408.12 . PR Taxes Employer Expense	27,148.90	28,300.00	-1,151.10	95.9%
427.3 . Municipal Bond Commission	53,915.64	57,000.00	-3,084.36	94.6%
601.3 . Plant - Salaries & Wages	231,727.39	240,800.00	-9,072.61	96.2%
601.7 . Office - Salaries & Wages	114,191.06	121,500.00	-7,308.94	94.0%
604.8 . Pension Exp	32,861.42	33,300.00	-438.58	98.7%
605.8 . Employee PEIA Benefits	43,411.78	48,970.00	-5,558.22	88.6%
615.3 . Utilities W	35,555.92	39,438.00	-3,882.08	90.2%
618.3 . Plant Chemicals	16,806.61	17,299.36	-492.75	97.2%
620.3 . Plant - Material & Supplies	6,405.28	9,000.00	-2,594.72	71.2%
620.6 . Maintenance of Hydrants	156.88	1,500.00	-1,343.12	10.5%
620.7 . Postage And Cust Acctg Supplies	6,180.14	8,500.00	-2,319.86	72.7%
620.7c . Customer Acct Exp Material Supp	57.99			
620.8 . Office Supplies & Expenses	27,413.02	38,395.00	-10,981.98	71.4%
620.8PM . Plant Maintenance MS	6,862.62	9,500.00	-2,637.38	72.2%
631.3 . Lab Services	8,733.40	10,000.00	-1,266.60	87.3%
631.4PM . Plant Maintenance CS	67,802.25	108,915.64	-41,113.39	62.3%
631.8 . Legal Fees and Studies	7,623.50	9,000.00	-1,376.50	84.7%
631.8 . Security 911 Notification	749.00	700.00	49.00	107.0%
642.8 . Leased Equipment W	2,059.16	2,100.00	-40.84	98.1%
650.8 . Auto & Transportation Expenses	10,407.74	15,000.00	-4,592.26	69.4%
656.8 . Ins-Property, Liability, Workers	27,835.80	27,000.00	835.80	103.1%
660.8 . Advertising & Legal Publication	864.77	1,000.00	-135.23	86.5%
675.3 . Training, Education, & Certif	2,032.04	3,200.00	-1,167.96	63.5%
675.8 . Telephone W	9,207.64	8,600.00	607.64	107.1%
Total 400 . Water Department	1,237,131.72	1,403,479.50	-166,347.78	88.1%
Total Expense	1,237,131.72	1,403,479.50	-166,347.78	88.1%
Net Ordinary Income	188,039.07	0.00	188,039.07	100.0%
Net Income	188,039.07	0.00	188,039.07	100.0%

1:53 PM

08/05/25

Accrual Basis

Corp. of Harpers Ferry
Profit & Loss Detail (General, Excluding Water & Coal)
June 2025

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Ordinary Income/Expense									
Income									
General									
301-01 · Property Tax Current Year									
Deposit	06/02/2025	11864	Sheriff of Jefferson Co.	Property Tax c...	General		001 General Fu...	2,118.36	2,118.36
Deposit	06/30/2025	314	Sheriff of Jefferson Co.	Delinquent Lan...	General		001 General Fu...	799.82	2,918.18
Total 301-01 · Property Tax Current Year								2,918.18	2,918.18
304 · Excise Tax on Utilities									
Deposit	06/27/2025	1878434	State of WV	May Collections	General		001 General Fu...	4.41	4.41
Total 304 · Excise Tax on Utilities								4.41	4.41
305 · Business and Occupation Tax									
Deposit	06/02/2025	5991	Towns Inn	FY 2025 Q2 B...	General		001 General Fu...	673.37	673.37
Deposit	06/12/2025	12779	R.S Excavating & Co...	FY 2025 Q4 B...	General		001 General Fu...	111.63	785.00
Deposit	06/23/2025	2175	Bolivar Bread Bakery,...	FY 2025 Q2 B...	General		001 General Fu...	1,242.16	2,027.16
Deposit	06/23/2025	2176	Bolivar Bread Bakery,...	FY 2025 Q3 B...	General		001 General Fu...	943.59	2,970.75
Total 305 · Business and Occupation Tax								2,970.75	2,970.75
308 · Hotel Motel									
Deposit	06/02/2025	5992	Towns Inn	FY 2025 Q2 R...	Hotel Occ ...		Hotel Motel Tax	3,182.72	3,182.72
Deposit	06/17/2025	3503105	AirBNB	FY 205 Q4 Ma...	Hotel Occ ...		Hotel Motel Tax	2,570.59	5,753.31
Total 308 · Hotel Motel								5,753.31	5,753.31
320 · Fines, Fees & Court Cost									
Deposit	06/02/2025			Tickets	Police		002 WVGOPAY...	102.50	102.50
Deposit	06/03/2025			Tickets	Police		002 WVGOPAY...	437.50	540.00
Deposit	06/04/2025			Tickets	Police		002 WVGOPAY...	875.00	1,415.00
Deposit	06/12/2025			Tickets	Police		002 WVGOPAY...	175.00	1,590.00
Deposit	06/18/2025			Tickets	Police		002 WVGOPAY...	175.00	1,765.00
Deposit	06/20/2025			Tickets	Police		002 WVGOPAY...	175.00	1,940.00
Deposit	06/23/2025			Tickets	Police		002 WVGOPAY...	175.00	2,115.00
Deposit	06/24/2025			Tickets	Police		002 WVGOPAY...	350.00	2,465.00
Deposit	06/25/2025			Tickets	Police		002 WVGOPAY...	175.00	2,640.00
Total 320 · Fines, Fees & Court Cost								2,640.00	2,640.00
320_399 · Police Department Rev Sources									
321 Parking Violations									
Deposit	06/01/2025			Tickets	General		002 WVGOPAY...	20.00	20.00
Deposit	06/02/2025			Tickets	General		002 WVGOPAY...	90.00	110.00
Deposit	06/03/2025			Tickets	General		002 WVGOPAY...	180.00	290.00
Deposit	06/03/2025			Tickets	General		General Court F...	330.00	620.00
Deposit	06/04/2025			Tickets	General		002 WVGOPAY...	80.00	700.00
Deposit	06/04/2025			Tickets	General	X	General Court F...	0.00	700.00
Deposit	06/05/2025			Tickets	General		002 WVGOPAY...	115.00	815.00
Deposit	06/05/2025			Tickets	General		General Court F...	60.00	875.00
Deposit	06/06/2025			Tickets	General		002 WVGOPAY...	20.00	895.00
Deposit	06/07/2025			Tickets	General		002 WVGOPAY...	20.00	915.00
Deposit	06/08/2025			Tickets	General		002 WVGOPAY...	50.00	965.00
Deposit	06/09/2025			Tickets	General		002 WVGOPAY...	50.00	1,015.00
Deposit	06/11/2025			Tickets	General		002 WVGOPAY...	50.00	1,065.00
Deposit	06/11/2025			Tickets	General		General Court F...	50.00	1,115.00
Deposit	06/12/2025			Tickets	General		002 WVGOPAY...	4.50	1,119.50
Deposit	06/14/2025			Tickets	General		002 WVGOPAY...	20.00	1,139.50
Deposit	06/16/2025			Tickets	General		002 WVGOPAY...	20.00	1,159.50
Deposit	06/17/2025			Tickets	General		002 WVGOPAY...	120.00	1,279.50
Deposit	06/18/2025			Tickets	General		002 WVGOPAY...	170.00	1,449.50
Deposit	06/18/2025			Tickets	General		General Court F...	70.00	1,519.50
Deposit	06/19/2025			Tickets	General		002 WVGOPAY...	30.00	1,549.50
Deposit	06/21/2025			Tickets	General		002 WVGOPAY...	160.00	1,709.50
Deposit	06/22/2025			Tickets	General		002 WVGOPAY...	30.00	1,739.50
Deposit	06/23/2025			Tickets	General		002 WVGOPAY...	210.00	1,949.50
Deposit	06/24/2025			Tickets	General		002 WVGOPAY...	130.00	2,079.50
Deposit	06/25/2025			Tickets	General		002 WVGOPAY...	100.00	2,179.50
Deposit	06/26/2025			Tickets	General		002 WVGOPAY...	63.00	2,242.50
Deposit	06/27/2025			Tickets	General		General Court F...	60.00	2,302.50
Deposit	06/27/2025			Tickets	General		General Court F...	80.00	2,382.50
Deposit	06/27/2025			Tickets	General		002 WVGOPAY...	23.00	2,405.50
Deposit	06/28/2025			Tickets	General		002 WVGOPAY...	20.00	2,425.50
Deposit	06/29/2025			Tickets	General		002 WVGOPAY...	8.00	2,433.50
Check	06/30/2025	16838	Heather Sutphin	Refund overpa...	General		001 General Fu...	-50.00	2,383.50
Check	06/30/2025	16839	Jeffrey Moscow	Refund overpa...	General		001 General Fu...	-19.50	2,364.00
Check	06/30/2025	16840	Nikolas Holtz	Refund overpa...	General		001 General Fu...	-60.00	2,304.00
Check	06/30/2025	16841	Randy Boyle	Refund overpa...	General		001 General Fu...	-14.00	2,290.00
Deposit	06/30/2025			Tickets	General		002 WVGOPAY...	28.00	2,318.00
Total 321 Parking Violations								2,318.00	2,318.00
Total 320_399 · Police Department Rev Sources								2,318.00	2,318.00

1:53 PM

08/05/25

Accrual Basis

Corp. of Harpers Ferry
Profit & Loss Detail (General, Excluding Water & Coal)

June 2025

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
325 - Licenses									
Deposit	06/03/2025		PELLA MidAtlantic	FY 2026 Busin...	General		002 WVGOPAY...	25.00	25.00
Deposit	06/04/2025		Southern' States	FY 2026 Busin...	General		002 WVGOPAY...	15.00	40.00
Deposit	06/06/2025		Real Estate Teams L...	FY 2026 Busin...	General		002 WVGOPAY...	15.00	55.00
Deposit	06/10/2025	27396	Direct TV LLC	FY 2026 Busin...	General		001 General Fu...	25.00	80.00
Deposit	06/10/2025		Black Sheep Mowing	FY 2026 Busin...	General		001 General Fu...	15.00	95.00
Deposit	06/10/2025	85677...	DeLage Laden Finan...	FY 2026 Busin...	General		001 General Fu...	25.00	120.00
Deposit	06/10/2025	2244	Battle Ground Bakery...	FY 2026 Busin...	General		001 General Fu...	15.00	135.00
Deposit	06/10/2025	1013	Between the Rivers B...	FY 2026 Busin...	General		001 General Fu...	15.00	150.00
Deposit	06/10/2025	7818	Andrew Mosholder C...	FY 2026 Busin...	General		001 General Fu...	15.00	165.00
Deposit	06/10/2025	3543	Vintage Lady (The)	FY 2026 Busin...	General		001 General Fu...	15.00	180.00
Deposit	06/10/2025	3543		FY 2026 Beer/...	General		001 General Fu...	250.00	430.00
Deposit	06/10/2025	2862	Panhandle Pumping, ...	FY 2026 Busin...	General		001 General Fu...	25.00	455.00
Deposit	06/10/2025	2187	Shenandoah Pumpin...	FY 2026 Busin...	General		001 General Fu...	25.00	480.00
Deposit	06/10/2025	1272544	Builder Services Grou...	FY 2026 Busin...	General		001 General Fu...	25.00	505.00
Deposit	06/10/2025	1157	Village Shop (The)	FY 2026 Busin...	General		001 General Fu...	15.00	520.00
Deposit	06/10/2025	37995	ReMax Real Estate G...	FY 2026 Busin...	General		001 General Fu...	15.00	535.00
Deposit	06/10/2025	11706	B & G Painting LLC	FY 2026 Busin...	General		001 General Fu...	15.00	550.00
Deposit	06/10/2025	415619	Schenck Foods Com...	FY 2026 Busin...	General		001 General Fu...	25.00	575.00
Deposit	06/10/2025	8322	Countertop Solutions	FY 2026 Busin...	General		001 General Fu...	15.00	590.00
Deposit	06/11/2025		Sawyer Capital Resto...	FY 2026 Busin...	General		002 WVGOPAY...	25.00	615.00
Deposit	06/12/2025	47287	Star Concrete	FY 2026 Busin...	General		001 General Fu...	25.00	640.00
Deposit	06/12/2025	1407	Bed and Biskit	FY 2026 Busin...	General		001 General Fu...	15.00	655.00
Deposit	06/12/2025	82186	AC & T Co., Inc.	FY 2026 Busin...	General		001 General Fu...	25.00	680.00
Deposit	06/12/2025	12764	R.S Excavating & Co...	FY 2026 Busin...	General		001 General Fu...	15.00	695.00
Deposit	06/12/2025	4500208	Sawyer Capital Resto...	FY 2026 Busin...	General		001 General Fu...	25.00	720.00
Deposit	06/12/2025		Home Depot	FY 2026 Busin...	General		002 WVGOPAY...	25.00	745.00
Deposit	06/13/2025		L&W Supply Corporat...	FY 2026 Busin...	General		001 General Fu...	15.00	760.00
Deposit	06/13/2025		ABC Supply Co, INC	FY 2026 Busin...	General		002 WVGOPAY...	15.00	775.00
Deposit	06/16/2025		Kable Excavating, LLC	FY 2026 Busin...	General		002 WVGOPAY...	15.00	790.00
Deposit	06/16/2025		Black Stone Roofing	FY 2026 Busin...	General		002 WVGOPAY...	15.00	805.00
Deposit	06/17/2025	745082	Fireside Hearth & Ho...	FY 2026 Busin...	General		001 General Fu...	25.00	830.00
Deposit	06/17/2025	30066	Surebets Services, Inc.	FY 2026 Busin...	General		001 General Fu...	15.00	845.00
Deposit	06/17/2025	3012548	Reddy Ice	FY 2026 Busin...	General		001 General Fu...	25.00	870.00
Deposit	06/17/2025	101453	Craig Paving, Inc.	FY 2026 Busin...	General		001 General Fu...	25.00	895.00
Deposit	06/17/2025	5209	Rankin Painting	FY 2026 Busin...	General		001 General Fu...	15.00	910.00
Deposit	06/17/2025	13947	Comstock Plumbing	FY 2026 Busin...	General		001 General Fu...	15.00	925.00
Deposit	06/17/2025	16412...	Comcast Broadband ...	FY 2026 Busin...	General		001 General Fu...	25.00	950.00
Deposit	06/17/2025	16412...	Comcast Business Cl...	FY 2026 Busin...	General		001 General Fu...	25.00	975.00
Deposit	06/17/2025	1641231	Comcast of CA/MD/P...	FY 2026 Busin...	General		001 General Fu...	25.00	1,000.00
Deposit	06/17/2025		Black Stone Roofing	FY 2026 Busin...	General		002 WVGOPAY...	10.00	1,010.00
Deposit	06/17/2025		Appalachian Snail	FY 2026 Busin...	General		002 WVGOPAY...	15.00	1,025.00
Deposit	06/17/2025		Terrace Parking	FY 2026 Busin...	General		002 WVGOPAY...	15.00	1,040.00
Deposit	06/18/2025	3004	1799 Inn	FY 2026 Busin...	General		001 General Fu...	25.00	1,065.00
Deposit	06/18/2025	1117	Potomac Adventure	FY 2026 Busin...	General		001 General Fu...	15.00	1,080.00
Deposit	06/18/2025	1118	Harpers Ferry Guest ...	FY 2026 Busin...	General		001 General Fu...	15.00	1,095.00
Deposit	06/18/2025	1199	Lily Garden at Camp ...	FY 2026 Busin...	General		001 General Fu...	15.00	1,110.00
Deposit	06/18/2025	1075	Universal Schedule &...	FY 2026 Busin...	General		001 General Fu...	15.00	1,125.00
Deposit	06/18/2025	1076	People Tree Ministeri...	FY 2026 Busin...	General		001 General Fu...	15.00	1,140.00
Deposit	06/18/2025	1532	Antietam Tree Servic...	FY 2026 Busin...	General		001 General Fu...	25.00	1,165.00
Deposit	06/18/2025	8079	Modern Renovation L...	FY 2026 Busin...	General		001 General Fu...	15.00	1,180.00
Deposit	06/18/2025		KCI USA INC	FY 2026 Busin...	General		002 WVGOPAY...	25.00	1,205.00
Deposit	06/18/2025		Hill-ROM	FY 2026 Busin...	General		002 WVGOPAY...	25.00	1,230.00
Deposit	06/21/2025		Boyd Guttering	FY 2025 Busin...	General		002 WVGOPAY...	15.00	1,245.00
Deposit	06/23/2025		Brayman Constructio...	FY 2026 Busin...	General		002 WVGOPAY...	25.00	1,270.00
Deposit	06/23/2025		491 Washington ST L...	FY 2026 Busin...	General		002 WVGOPAY...	15.00	1,285.00
Deposit	06/24/2025		top Tier Solar Solutio...	FY 2026 Busin...	General		002 WVGOPAY...	25.00	1,310.00
Deposit	06/26/2025		S&K Enterprises, LLC	FY 2026 Busin...	General		002 WVGOPAY...	15.00	1,325.00
Deposit	06/27/2025		Funk Electrical Servic...	FY 2026 Busin...	General		002 WVGOPAY...	76.00	1,401.00
Deposit	06/30/2025		Spy House, LLC	FY 2026 Busin...	General		002 WVGOPAY...	15.00	1,416.00
Deposit	06/30/2025		Brake Heating and Air	FY 2026 Busin...	General		002 WVGOPAY...	25.00	1,441.00
Deposit	06/30/2025		Kellgard General Con...	FY 2026 Busin...	General		002 WVGOPAY...	25.00	1,466.00
Total 325 - Licenses								1,466.00	1,466.00
326 - Building Permit Fees									
Deposit	06/17/2025	104	Epigram Coffee	Sign Permit R...	General		001 General Fu...	25.00	25.00
Deposit	06/17/2025		Appalachian Snail	Sign Permit R...	General		001 General Fu...	25.00	50.00
Total 326 - Building Permit Fees								50.00	50.00
327 - Miscellaneous Permits (Parking)									
Deposit	06/25/2025	1021	between the Rivers L...	2025 Parking ...	General		001 General Fu...	30.00	30.00
Deposit	06/30/2025	370	Mary Beth Martin	2025 Parking ...	General		001 General Fu...	2.00	32.00
Deposit	06/30/2025	1068	Ziemianski, Laurel	2025 Parking ...	General		001 General Fu...	4.00	36.00
Total 327 - Miscellaneous Permits (Parking)								36.00	36.00
330 - IRP Fees									
Deposit	06/27/2025	1878434	State of WV	May collections	General		001 General Fu...	717.48	717.48
Total 330 - IRP Fees								717.48	717.48
345 - Rents & Concessions									
Deposit	06/02/2025	32413...	US Post Office	May 2025 Rent...	General		001 General Fu...	2,357.58	2,357.58
Deposit	06/02/2025	30003...	AT&T_c	June 2025 Cell...	General		001 General Fu...	1,259.71	3,617.29
Deposit	06/02/2025	15000...	US Cellular_c	June 2025 Cell...	General		001 General Fu...	1,994.07	5,611.36
Deposit	06/30/2025	32421...	US Post Office	June 2025 Re...	General		001 General Fu...	2,357.58	7,968.94
General Journal	06/30/2025				General		Due To Water	-66,000.00	-58,031.06
Total 345 - Rents & Concessions								-58,031.06	-58,031.06

1:53 PM

08/05/25

Accrual Basis

Corp. of Harpers Ferry
Profit & Loss Detail (General, Excluding Water & Coal)

June 2025

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
376 · Table Gaming Income									
Deposit	06/17/2025		State of WV_c	Greenbrier	General		001 General Fu...	8.55	8.55
Deposit	06/17/2025		State of WV	June	General		001 General Fu...	1,235.83	1,244.38
Total 376 · Table Gaming Income								1,244.38	1,244.38
380 · Interest Earned on Investments									
Deposit	06/30/2025			Interest	General		Opioid Settlement	2.80	2.80
Deposit	06/30/2025			Interest	General		252PS · JSB P...	10.45	13.25
Deposit	06/30/2025			Interest	Hotel Occ ...		Hotel Motel Tax	14.72	27.97
Deposit	06/30/2025			Interest	Police		Police Equipt R...	3.63	31.60
Deposit	06/30/2025			Interest	General		GRANT Operati...	0.51	32.11
Deposit	06/30/2025			Interest	Police		HF/Bolivar Drug...	0.60	32.71
Deposit	06/30/2025			Interest	General		General Capital ...	87.03	119.74
Deposit	06/30/2025			Interest	Police		General Court F...	98.12	217.86
Deposit	06/30/2025			Interest	Park and ...		HF Parks and R...	1.96	219.82
Deposit	06/30/2025			Interest	General		001 General Fu...	240.67	460.49
Total 380 · Interest Earned on Investments								460.49	460.49
382 · Refunds and Rebates									
Deposit	06/17/2025		State of WV	June 2025 Re...	General		001 General Fu...	329.14	329.14
Total 382 · Refunds and Rebates								329.14	329.14
397 · Lottery									
Deposit	06/07/2025		State of WV	CT Races	General		001 General Fu...	948.32	948.32
Deposit	06/14/2025		State of WV	CT Races	General		001 General Fu...	935.88	1,884.20
Deposit	06/21/2025		State of WV	CT RACES	General		001 General Fu...	948.26	2,832.46
Deposit	06/27/2025		State of WV	CT Races	General		001 General Fu...	923.23	3,755.69
Deposit	06/30/2025		State of WV	Video Lottery	General		001 General Fu...	75.47	3,831.16
Deposit	06/30/2025		State of WV	CT Races	General		001 General Fu...	256.11	4,087.27
Total 397 · Lottery								4,087.27	4,087.27
399 · Miscellaneous Revenue									
Deposit	06/27/2025			Accident Report	Police		General Court F...	35.00	35.00
Total 399 · Miscellaneous Revenue								35.00	35.00
Total General								-33,000.65	-33,000.65
Total Income								-33,000.65	-33,000.65
Gross Profit								-33,000.65	-33,000.65
Expense									
001.760 Parking									
Payroll-Parking									
General Journal	06/05/2025			payroll 6/5	General		001 General Fu...	529.28	529.28
General Journal	06/19/2025			payroll 6/18	General		001 General Fu...	529.28	1,058.56
Total Payroll-Parking								1,058.56	1,058.56
PR Taxes-Parking									
General Journal	06/05/2025			payroll 6/5	General		001 General Fu...	47.64	47.64
General Journal	06/19/2025			payroll 6/18	General		001 General Fu...	47.64	95.28
Total PR Taxes-Parking								95.28	95.28
001.761 Parking Expenses									
Credit Card Charge	06/02/2025	June 2...	US Cellular	usage parking ...	General		P-Card	58.98	58.98
Check	06/10/2025	16812	Stampfer, Timothy	Mileage reimb...	General		001 General Fu...	100.10	159.08
Check	06/30/2025	16842	Stampfer, Timothy	Mileage 5/26-6...	General		001 General Fu...	46.90	205.98
Credit Card Charge	06/30/2025	JULY 2...	US Cellular	usage parking ...	General		P-Card	58.98	264.96
Total 001.761 Parking Expenses								264.96	264.96
Total 001.760 Parking								1,418.80	1,418.80
Culture & Rec Exp									
900 · Parks									
Materials & Supplies Pa									
Credit Card Charge	06/04/2025	6/20/2...	Ledo Pizza	Morse	Park and ...		P-Card	100.90	100.90
Credit Card Charge	06/20/2025	19928	Martin's Supermarket	Morse Music o...	Park and ...		P-Card	59.99	160.89
Credit Card Charge	06/20/2025	20371	Martin's Supermarket	Morse, Music ...	Park and ...		P-Card	140.83	301.72
Credit Card Charge	06/21/2025	71107	sheetz	Morse	Park and ...		P-Card	22.47	324.19
Total Materials & Supplies Pa								324.19	324.19
Utilities Pa									
Bill	06/05/2025	00035...	Harpers Ferry Water ...	May usage, Ju...	General		20000 · Accoun...	50.05	50.05
Bill	06/06/2025	11008...	Potomac Edison	May usage	General		20000 · Accoun...	0.46	50.51
Total Utilities Pa								50.51	50.51
Total 900 · Parks								374.70	374.70
906 · Arts & Humanities -H									
Check	06/03/2025	359	Harpers Ferry Water ...	Tap fee and C...	Hotel Occ ...		Hotel Motel Tax	3,675.00	3,675.00
Check	06/10/2025	360	Rohrersville Band	July 2025 Ban...	Hotel Occ ...		Hotel Motel Tax	300.00	3,975.00
Total 906 · Arts & Humanities -H								3,975.00	3,975.00

1:53 PM

08/05/25

Accrual Basis

Corp. of Harpers Ferry
Profit & Loss Detail (General, Excluding Water & Coal)

June 2025

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
911 - Historical Landmarks Com.									
Contracted Services									
Bill	06/01/2025	465308	Civil & Environmental ...	INV 465308 Ph...	General		20000 - Accoun...	7,000.00	7,000.00
Bill	06/01/2025	462866	Civil & Environmental ...	INV 462866 Ph...	General		20000 - Accoun...	7,000.00	14,000.00
General Journal	06/30/2025			Matching Gran...	General		Due to PS Grant	-6,300.00	7,700.00
Total Contracted Services								7,700.00	7,700.00
Total 911 - Historical Landmarks Com.								7,700.00	7,700.00
Total Culture & Rec Exp								12,049.70	12,049.70
001.402 - Economic Development									
Check	06/10/2025	16816	Flip Flop Festival	FY 2025 Flip Fl...	General		001 General Fu...	600.00	600.00
Bill	06/12/2025	25-1056	Welsh Sound	2025 Music on...	Park and ...		20000 - Accoun...	2,775.00	3,375.00
Check	06/23/2025	16821	Harpers Ferry Nation...	2025 Music on...	General		001 General Fu...	50.00	3,425.00
Total 001.402 - Economic Development								3,425.00	3,425.00
001.409 - Office of Mayor									
PR Taxes Employer M									
General Journal	06/19/2025			payroll 2025 6/...	General		001 General Fu...	127.50	127.50
Total PR Taxes Employer M								127.50	127.50
Salary M									
General Journal	06/19/2025			payroll 2025 6/...	General		001 General Fu...	1,666.67	1,666.67
Total Salary M								1,666.67	1,666.67
Total 001.409 - Office of Mayor								1,794.17	1,794.17
001.410 - Members of Council									
PR Taxes Employer Co									
General Journal	06/19/2025			payroll 2025 6/...	General		001 General Fu...	382.50	382.50
Total PR Taxes Employer Co								382.50	382.50
Salary Co									
General Journal	06/19/2025			payroll 2025 6/...	General		001 General Fu...	5,000.00	5,000.00
Total Salary Co								5,000.00	5,000.00
Total 001.410 - Members of Council								5,382.50	5,382.50
001.411 - Office of Recorder									
Dues and Subscription R									
Bill	06/16/2025	2025-2...	West Virginia Munic...	2025-2026Ann...	General		20000 - Accoun...	35.00	35.00
Total Dues and Subscription R								35.00	35.00
PR Taxes Employer R									
General Journal	06/19/2025			payroll 2025 6/...	General		001 General Fu...	114.75	114.75
Total PR Taxes Employer R								114.75	114.75
Salary R									
General Journal	06/19/2025			payroll 2025 6/...	General		001 General Fu...	1,500.00	1,500.00
Total Salary R								1,500.00	1,500.00
Total 001.411 - Office of Recorder								1,649.75	1,649.75
001.413 - Office of Treasurer									
Employee Benefits									
Check	06/05/2025	eft	PEIA	Treasurer 2025...	General		Harpers Ferry P...	34.00	34.00
Total Employee Benefits								34.00	34.00
Group Ins. T									
Check	06/05/2025	EFT	PEIA	Treasurer PEI...	General		Harpers Ferry P...	682.98	682.98
Total Group Ins. T								682.98	682.98
Pension Expense T									
General Journal	06/05/2025			payroll 6/5	General		001 General Fu...	272.42	272.42
General Journal	06/19/2025			payroll 6/18	General		001 General Fu...	299.12	571.54
Total Pension Expense T								571.54	571.54
PR Taxes Employer T									
General Journal	06/05/2025			payroll 6/5	General		001 General Fu...	205.89	205.89
General Journal	06/19/2025			payroll 6/18	General		001 General Fu...	228.60	434.49
General Journal	06/30/2025			move 'water' p...	General		-SPLIT-	-436.19	-1.70
Total PR Taxes Employer T								-1.70	-1.70
Salary T									
General Journal	06/05/2025			payroll 6/5	General		001 General Fu...	3,026.85	3,026.85
General Journal	06/19/2025			payroll 6/18	General		001 General Fu...	3,323.60	6,350.45
General Journal	06/30/2025			move 'water' p...	General		PR Taxes Empl...	-6,406.39	-55.94
Total Salary T								-55.94	-55.94
Total 001.413 - Office of Treasurer								1,230.88	1,230.88

1:53 PM

08/05/25

Accrual Basis

Corp. of Harpers Ferry
Profit & Loss Detail (General, Excluding Water & Coal)
June 2025

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
001.415 - Office of City Clerk									
Health Insurance CC									
Check	06/05/2025	EFT	PEIA	Clerk PEIA Pre...	General		Harpers Ferry P...	682.98	682.98
Total Health Insurance CC								682.98	682.98
OPEB - General									
Check	06/05/2025	eft	PEIA	Clerk 2025 MAY	General		Harpers Ferry P...	34.00	34.00
Total OPEB - General								34.00	34.00
Pension Expense CC									
General Journal	06/05/2025			payroll 6/5	General		001 General Fu...	200.81	200.81
General Journal	06/19/2025			payroll 6/18	General		001 General Fu...	204.65	405.46
Total Pension Expense CC								405.46	405.46
PR Taxes Employer CC									
General Journal	06/05/2025			payroll 6/5	General		001 General Fu...	166.22	166.22
General Journal	06/19/2025			payroll 6/18	General		001 General Fu...	169.48	335.70
Total PR Taxes Employer CC								335.70	335.70
Salary CC									
General Journal	06/05/2025			payroll 6/5	General		001 General Fu...	2,231.25	2,231.25
General Journal	06/19/2025			payroll 6/18	General		001 General Fu...	2,273.91	4,505.16
Total Salary CC								4,505.16	4,505.16
Total 001.415 - Office of City Clerk								5,963.30	5,963.30
001.438 - Elections									
Contracted Services E									
Check	06/30/2025	16830	Christy Huddle	2025 Election ...	General		001 General Fu...	50.00	50.00
Check	06/30/2025	16831	Robert Nelson	2025 Election ...	General		001 General Fu...	50.00	100.00
Check	06/30/2025	16832	Virilissa Breeden	2025 Election ...	General		001 General Fu...	127.50	227.50
Check	06/30/2025	16833	Gardner, Marsha	2025 Election ...	General		001 General Fu...	1,585.00	1,812.50
Check	06/30/2025	16834	Jennifer McNutt	2025 Election ...	General		001 General Fu...	427.50	2,240.00
Check	06/30/2025	16835	Beth Rosenberg	2025 Election ...	General		001 General Fu...	682.50	2,922.50
Check	06/30/2025	16836	N. Nadine Snowden	2025 Election ...	General		001 General Fu...	565.00	3,487.50
Check	06/30/2025	16837	Kassie Whitmer	2025 Election ...	General		001 General Fu...	382.50	3,870.00
Total Contracted Services E								3,870.00	3,870.00
Total 001.438 - Elections								3,870.00	3,870.00
001.440 - City Hall									
Payroll Processing-C									
General Journal	06/05/2025			payroll process...	General		001 General Fu...	32.87	32.87
General Journal	06/19/2025			payroll process...	General		001 General Fu...	32.87	65.74
General Journal	06/19/2025			payroll process...	General		001 General Fu...	69.80	135.54
Total Payroll Processing-C								135.54	135.54
Audit Cost C									
Bill	06/30/2025	132403	Perry & Associates	FY 2024 Audit	General		20000 - Accoun...	8,333.00	8,333.00
Total Audit Cost C								8,333.00	8,333.00
Contracted Services C									
Bill	06/01/2025	89785	Advantage Technolog...	INV 89785 Ann...	General		20000 - Accoun...	259.95	259.95
Bill	06/02/2025	90899	Advantage Technolog...	INV 90077 Sup...	General		20000 - Accoun...	417.99	677.94
Bill	06/16/2025	91392	Advantage Technolog...	INV 91392	General		20000 - Accoun...	35.00	712.94
Bill	06/16/2025	91393	Advantage Technolog...	INV 91393	General		20000 - Accoun...	487.50	1,200.44
Credit Card Charge	06/18/2025	40675	Merry Maids	Breeden, office...	General		P-Card	204.00	1,404.44
Total Contracted Services C								1,404.44	1,404.44
Insurance and Bonds									
Bill	06/01/2025	70015...	ENCOVA Insurance	Payment 1, W...	General		20000 - Accoun...	612.66	612.66
Bill	06/04/2025	20005...	Cincinnati Insurance ...	Bonds - Town ...	General		20000 - Accoun...	100.00	712.66
Bill	06/12/2025	114116	WV Corp	Q1 2026	General		20000 - Accoun...	1,274.73	1,987.39
Bill	06/19/2025	20004...	Cincinnati Insurance ...	Bonds - Town ...	General		20000 - Accoun...	75.00	2,062.39
Bill	06/25/2025	70056...	ENCOVA Insurance	Payment 2, W...	General		20000 - Accoun...	612.66	2,675.05
Total Insurance and Bonds								2,675.05	2,675.05
Leased Equipment C									
Check	06/09/2025	EFT	Leaf	Copier lease J...	General		001 General Fu...	104.50	104.50
Total Leased Equipment C								104.50	104.50
Maint & Repairs to Bldgs. C									
Bill	06/23/2025	062025	State Certified Pest &...	Quarterly Pest ...	General		20000 - Accoun...	125.00	125.00
Total Maint & Repairs to Bldgs. C								125.00	125.00
Pension Expense C									
General Journal	06/05/2025			payroll 6/5	General		001 General Fu...	190.75	190.75
General Journal	06/19/2025			payroll 6/18	General		001 General Fu...	192.41	383.16
Total Pension Expense C								383.16	383.16

1:53 PM

08/05/25

Accrual Basis

Corp. of Harpers Ferry
Profit & Loss Detail (General, Excluding Water & Coal)

June 2025

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Postage C									
Credit Card Charge	06/03/2025	897167	US Post Office	Breeden posta...	General		P-Card	10.10	10.10
Total Postage C								10.10	10.10
PR Taxes Employer C									
General Journal	06/05/2025			payroll 6/5	General		001 General Fu...	253.96	253.96
General Journal	06/19/2025			payroll 6/18	General		001 General Fu...	268.68	522.64
General Journal	06/30/2025			move 'GF' porti...	General		-SPLIT-	845.87	1,368.51
Total PR Taxes Employer C								1,368.51	1,368.51
Professional Services C									
Bill	06/30/2025	35100	CoxHollidayoung PLLC	Accounting se...	General		20000 - Accoun...	1,536.75	1,536.75
Total Professional Services C								1,536.75	1,536.75
Salaries & Wages C									
General Journal	06/05/2025			payroll 6/5	General		001 General Fu...	3,319.87	3,319.87
General Journal	06/19/2025			payroll 6/18	General		001 General Fu...	3,512.05	6,831.92
General Journal	06/30/2025			move 'GF' porti...	General		PR Taxes Empl...	11,173.84	18,005.76
Total Salaries & Wages C								18,005.76	18,005.76
Telephone C									
Credit Card Charge	06/02/2025	June 2...	US Cellular	usage parking ...	General		P-Card	247.01	247.01
Bill	06/20/2025	07308...	Frontier	JUNE usage	General		20000 - Accoun...	76.67	323.68
Bill	06/25/2025	82993...	Comcast Internet	Internet 2025 J...	General		20000 - Accoun...	56.63	380.31
Credit Card Charge	06/30/2025	JULY 2...	US Cellular	usage parking ...	General		P-Card	247.01	627.32
Total Telephone C								627.32	627.32
Utilities C									
Bill	06/05/2025	00010...	Harpers Ferry Water ...	May usage, To...	General		20000 - Accoun...	40.03	40.03
Bill	06/06/2025	11008...	Potomac Edison	May usage To...	General		20000 - Accoun...	132.76	172.79
Bill	06/06/2025	11014...	Potomac Edison	May usage To...	General		20000 - Accoun...	29.18	201.97
Bill	06/06/2025	11008...	Potomac Edison	May usage To...	General		20000 - Accoun...	146.61	348.58
Bill	06/25/2025	34369...	Waste Management ...	JUNE 2025 to...	General		20000 - Accoun...	192.11	540.69
Total Utilities C								540.69	540.69
341 G - Materials & Supplies C									
Bill	06/01/2025	148994B	Automated Office Eq...	INV 148994B ...	General		20000 - Accoun...	355.98	355.98
Credit Card Charge	06/02/2025	52095	Michaels Stores	Morse, out goi...	General		P-Card	94.44	450.42
Bill	06/03/2025	153436	Automated Office Eq...	INV 153436	General		20000 - Accoun...	284.84	735.26
Credit Card Charge	06/04/2025	52932	US Post Office	Morse, postage	General		P-Card	13.03	748.29
Credit Card Charge	06/05/2025	52651	Adobe Pro	Kelly, subscrip...	General		P-Card	21.19	769.48
Credit Card Charge	06/05/2025	65355	Wal Mart	Breeden	General		P-Card	75.00	844.48
Credit Card Charge	06/08/2025		Zoom Video Commu...	Kelly zoom	General		P-Card	92.97	937.45
Credit Card Charge	06/08/2025	644754	Amazon.com	Breeden	General		P-Card	62.00	999.45
Credit Card Charge	06/09/2025	June 2...	MicroSoft	kelly, visio	General		P-Card	5.30	1,004.75
Bill	06/12/2025	05F87...	PRIMO Brands	05F873003471...	General		20000 - Accoun...	53.46	1,058.21
Bill	06/17/2025	74960...	All-Shred, INC	INV 74960617...	General		20000 - Accoun...	291.00	1,349.21
Bill	06/25/2025	70058...	Staples	Summary 700...	General		20000 - Accoun...	549.98	1,899.19
Bill	06/30/2025	35100	CoxHollidayoung PLLC	RN access 20...	General		20000 - Accoun...	67.00	1,966.19
Total 341 G - Materials & Supplies C								1,966.19	1,966.19
Total 001.440 - City Hall								37,216.01	37,216.01
001.700 - Police Dept									
Pension									
Pension-P									
General Journal	06/05/2025			payroll 6/5	Police		001 General Fu...	325.27	325.27
General Journal	06/19/2025			payroll 6/18	Police		001 General Fu...	249.08	574.35
Total Pension-P								574.35	574.35
Pension MPFRS - P									
General Journal	06/05/2025			payroll 6/5	Police		001 General Fu...	566.50	566.50
General Journal	06/19/2025			payroll 6/18	Police		001 General Fu...	447.72	1,014.22
Total Pension MPFRS - P								1,014.22	1,014.22
Total Pension								1,588.57	1,588.57
Contracted Services-P									
Bill	06/01/2025	89785	Advantage Technolog...	INV 89785 Ann...	Police		20000 - Accoun...	259.95	259.95
Bill	06/02/2025	90899	Advantage Technolog...	INV 90077 Sup...	Police		20000 - Accoun...	417.98	677.93
Bill	06/02/2025	91073	Advantage Technolog...	INV 91073	Police		20000 - Accoun...	95.00	772.93
Bill	06/06/2025	202506	Nancy Dalby	April/May/June...	Police		20000 - Accoun...	1,125.00	1,897.93
Bill	06/06/2025	202506	Steve Groh	April/May/June...	Police		20000 - Accoun...	675.00	2,572.93
Bill	06/06/2025	202506	Nathan Cochran	July 2 Court	Police		20000 - Accoun...	225.00	2,797.93
Bill	06/30/2025	91530	Advantage Technolog...	INV 91530 Add...	Police		20000 - Accoun...	726.25	3,524.18
Total Contracted Services-P								3,524.18	3,524.18
Departmental Supplies-P									
Auto Supplies and Fuel - P									
Check	06/11/2025	EFT	Fuelman	NP68536807 ...	Police		001 General Fu...	1,354.74	1,354.74
Total Auto Supplies and Fuel - P								1,354.74	1,354.74

1:53 PM

08/05/25

Accrual Basis

Corp. of Harpers Ferry
Profit & Loss Detail (General, Excluding Water & Coal)
June 2025

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Payroll Processing-P									
General Journal	06/05/2025			payroll process...	Police		001 General Fu...	32.87	32.87
General Journal	06/19/2025			payroll process...	Police		001 General Fu...	32.87	65.74
Total Payroll Processing-P								65.74	65.74
Office Supplies and Materials									
Bill	06/01/2025	148994B	Automated Office Eq...	INV 148994B ...	Police		20000 · Accoun...	355.98	355.98
Credit Card Charge	06/05/2025	65355	Wal Mart	Breededen	Police		P-Card	50.00	405.98
Credit Card Charge	06/08/2025	94728	Amazon.com	Breededen	Police		P-Card	24.99	430.97
Bill	06/30/2025	35100	CoxHolidayyoung PLLC	RN access 20...	Police		20000 · Accoun...	67.00	497.97
Total Office Supplies and Materials								497.97	497.97
Police Dept Supplies									
Bill	06/26/2025	86409	Rugged Notebook	Inv 86409 - To...	Police		20000 · Accoun...	3,125.00	3,125.00
Total Police Dept Supplies								3,125.00	3,125.00
Total Departmental Supplies-P								5,043.45	5,043.45
PEIA/Workers Comp-P									
246P · OPEB - Police									
Check	06/05/2025	eft	PEIA	Police 2025 M...	Police		Harpers Ferry P...	102.00	102.00
Total 246P · OPEB - Police								102.00	102.00
PEIA/Workers Comp-P - Other									
Check	06/05/2025	EFT	PEIA	POLIC PEIA Pr...	Police		Harpers Ferry P...	4,537.94	4,537.94
Total PEIA/Workers Comp-P - Other								4,537.94	4,537.94
Total PEIA/Workers Comp-P								4,639.94	4,639.94
Magistrate-P									
Bill	06/06/2025	202506	Desiree Harris	3rd Quarter FY...	Police		20000 · Accoun...	150.00	150.00
Total Magistrate-P								150.00	150.00
Maintenance and Repairs-Auto-P									
Bill	06/19/2025	2025-1...	CARS	INV 1158 - 202...	Police		20000 · Accoun...	222.55	222.55
Total Maintenance and Repairs-Auto-P								222.55	222.55
PR Taxes Employer -P									
General Journal	06/05/2025			payroll 6/5	Police		001 General Fu...	1,059.80	1,059.80
General Journal	06/19/2025			payroll 6/18	Police		001 General Fu...	849.49	1,909.29
Total PR Taxes Employer -P								1,909.29	1,909.29
Printing-Leased Equipt. - P									
Check	06/02/2025	EFT	DDL Business	lease printer J...	Police		001 General Fu...	71.50	71.50
Total Printing-Leased Equipt. - P								71.50	71.50
Property Ins and Bonds-P									
Bill	06/01/2025	70015...	ENCOVA Insurance	Payment 1, W...	Police		20000 · Accoun...	817.21	817.21
Bill	06/12/2025	114116	WV Corp	Q1 2026	Police		20000 · Accoun...	3,372.84	4,190.05
Bill	06/25/2025	70056...	ENCOVA Insurance	Payment 2, W...	Police		20000 · Accoun...	817.21	5,007.26
Total Property Ins and Bonds-P								5,007.26	5,007.26
Salaries and Wages-P									
General Journal	06/05/2025			payroll 6/5	Police		001 General Fu...	13,932.52	13,932.52
General Journal	06/19/2025			payroll 6/18	Police		001 General Fu...	11,130.04	25,062.56
Total Salaries and Wages-P								25,062.56	25,062.56
Telephone-P									
Credit Card Charge	06/02/2025	June 2...	US Cellular	usage parking ...	Police		P-Card	247.01	247.01
Bill	06/20/2025	07308...	Frontier	JUNE usage	Police		20000 · Accoun...	76.67	323.68
Bill	06/25/2025	82993...	Comcast Internet	Internet 2025 J...	Police		20000 · Accoun...	56.63	380.31
Credit Card Charge	06/30/2025	JULY 2...	US Cellular	usage parking ...	Police		P-Card	247.01	627.32
Total Telephone-P								627.32	627.32
Utilities-P									
Check	06/02/2025	eft	ADT Security	2025 JUNE	Police		001 General Fu...	74.88	74.88
Bill	06/05/2025	00010...	Harpers Ferry Water ...	May Usage To...	Police		20000 · Accoun...	40.01	114.89
Bill	06/06/2025	11008...	Potomac Edison	May usage	Police		20000 · Accoun...	131.22	246.11
Bill	06/25/2025	34369...	Waste Management ...	JUNE 2025 to...	Police		20000 · Accoun...	71.72	317.83
Total Utilities-P								317.83	317.83
Wireless-P									
Bill	06/05/2025	28733...	AT&T	ACCT 287334...	Police		20000 · Accoun...	464.60	464.60
Total Wireless-P								464.60	464.60
WV, Friendship									
Check	06/04/2025	EFT	State of WV	May 2025 Fines	Police		General Court F...	264.00	264.00
Total WV, Friendship								264.00	264.00
Total 001.700 · Police Dept								48,893.05	48,893.05

1:53 PM

08/05/25

Accrual Basis

Corp. of Harpers Ferry
Profit & Loss Detail (General, Excluding Water & Coal)

June 2025

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
001.750 - Street Department									
Auto Supplies (Gas & Oil) St									
Bill	06/02/2025	NP685...	Fuelman	May usage	General		20000 - Accoun...	228.79	228.79
Total Auto Supplies (Gas & Oil) St								228.79	228.79
Equipment Rent St									
Bill	06/18/2025	27733CI	AC & T Co., Inc.	INV 27733CI	General		20000 - Accoun...	80.00	80.00
Total Equipment Rent St								80.00	80.00
Group Ins. St									
Bill	06/01/2025	70015...	ENCOVA Insurance	Payment 1, W...	General		20000 - Accoun...	144.20	144.20
Bill	06/12/2025	114116	WV Corp	Q1 2026	General		20000 - Accoun...	1,251.70	1,395.90
Bill	06/25/2025	70056...	ENCOVA Insurance	Payment 2, W...	General		20000 - Accoun...	144.20	1,540.10
Total Group Ins. St								1,540.10	1,540.10
Material and Supplies St									
Credit Card Charge	06/02/2025	473528	Home Depot	Waters, Trash ...	General		P-Card	99.00	99.00
Credit Card Charge	06/16/2025	283500	Shenandoah Stone S...	Waters, patch	General		P-Card	107.55	206.55
Credit Card Charge	06/16/2025	283526	Shenandoah Stone S...	Waters, road p...	General		P-Card	107.55	314.10
Credit Card Charge	06/16/2025	1283534	Shenandoah Stone S...	Waters, road p...	General		P-Card	107.55	421.65
Credit Card Charge	06/16/2025	283542	Shenandoah Stone S...	Waters, patch	General		P-Card	107.55	529.20
Credit Card Charge	06/17/2025	711165	Home Depot	Waters, patch	General		P-Card	159.87	689.07
Total Material and Supplies St								689.07	689.07
Pension Expense St									
General Journal	06/05/2025			payroll 6/5	General		001 General Fu...	199.07	199.07
General Journal	06/19/2025			payroll 6/18	General		001 General Fu...	193.54	392.61
Total Pension Expense St								392.61	392.61
PR Taxes Employer St									
General Journal	06/05/2025			payroll 6/5	General		001 General Fu...	169.21	169.21
General Journal	06/19/2025			payroll 6/18	General		001 General Fu...	164.50	333.71
Total PR Taxes Employer St								333.71	333.71
Salaries & Wages St									
General Journal	06/05/2025			payroll 6/5	General		001 General Fu...	2,211.84	2,211.84
General Journal	06/19/2025			payroll 6/18	General		001 General Fu...	2,150.40	4,362.24
Total Salaries & Wages St								4,362.24	4,362.24
Utilities St									
Bill	06/05/2025	00020...	Harpers Ferry Water ...	May Usage Hy...	General		20000 - Accoun...	240.00	240.00
Total Utilities St								240.00	240.00
Total 001.750 - Street Department								7,866.52	7,866.52
001.751 - Street Lights									
Utilities St									
Bill	06/04/2025	11008...	Potomac Edison	May Usage, St...	General		20000 - Accoun...	1,356.27	1,356.27
Bill	06/06/2025	11011...	Potomac Edison	May usage	General		20000 - Accoun...	35.09	1,391.36
Total Utilities St								1,391.36	1,391.36
Total 001.751 - Street Lights								1,391.36	1,391.36
Total Expense								132,151.04	132,151.04
Net Ordinary Income								-165,151.69	-165,151.69
Net Income								-165,151.69	-165,151.69

12:21 PM

08/05/25

Accrual Basis

Corp. of Harpers Ferry
Profit & Loss Detail (Water Only)

June 2025

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Ordinary Income/Expense									
Income									
131 - SB234 Reserve Transfer									
General Journal	06/30/2025				Water		131.3 Water Tra...	5,900.00	5,900.00
General Journal	06/30/2025			YE True-up	Water		131.3 Water Tra...	1,700.00	7,600.00
Total 131 - SB234 Reserve Transfer								7,600.00	7,600.00
400 - Water Department Income									
Bond Renewal & Repl 2.5% trnfr									
General Journal	06/30/2025			Reserves	Water		127 - Bond Ren...	2,700.00	2,700.00
Total Bond Renewal & Repl 2.5% trnfr								2,700.00	2,700.00
New Water Taps									
Deposit	06/18/2025	359	Corporation of Harper...	Tap Fee 395 Y...	Water		Water Fund Ch...	750.00	750.00
Total New Water Taps								750.00	750.00
Capacity Improvement Fees									
Deposit	06/18/2025	359		Cap Capacity ...	Water		Water Fund Ch...	2,925.00	2,925.00
Total Capacity Improvement Fees								2,925.00	2,925.00
421 - Non Utility Income									
419. - Interest									
Deposit	06/30/2025			Interest	Water		2024 Const Tru...	8.30	8.30
Deposit	06/30/2025			Interest	Water		Contruction Fun...	16.44	24.74
Deposit	06/30/2025			Interest	Water		CNB Reserve (...)	22.19	46.93
Deposit	06/30/2025			Interest	Water		CNB CWCR S...	441.72	488.65
Deposit	06/30/2025			Interest	Water		CNB Renew & ...	22.19	510.84
Deposit	06/30/2025			Interest	Water		CNB Renew & ...	377.64	888.48
Deposit	06/30/2025			Interest	Water		Water Improve...	52.73	941.21
Deposit	06/30/2025			Interest	Water		HF Water Work...	8.37	949.58
Deposit	06/30/2025			Interest	Water		Water Fund Ch...	38.57	988.15
Total 419. - Interest								988.15	988.15
421.a - Other Income									
Deposit	06/23/2025	2395	Cavalier, Spencer	reimbursement...	Water		Water Fund Ch...	7,610.26	7,610.26
Total 421.a - Other Income								7,610.26	7,610.26
421.b - Other Grants W									
General Journal	06/30/2025			To properly adj...	Water		Due from Gen	2,119,127.80	2,119,127.80
Total 421.b - Other Grants W								2,119,127.80	2,119,127.80
Total 421 - Non Utility Income								2,127,726.21	2,127,726.21
461 - Customers - Water Bill Payments									
462 - Customer Hydrants									
Deposit	06/20/2025			Fire Protection	Water		Water Fund Ch...	240.00	240.00
Deposit	06/24/2025			Fire Protection	Water		Water Fund Ch...	37.86	277.86
Deposit	06/26/2025			Fire Protection	Water		Water Fund Ch...	270.00	547.86
Deposit	06/27/2025			Fire Protection	Water		Water Fund Ch...	18.93	566.79
Total 462 - Customer Hydrants								566.79	566.79
461 - Customers - Water Bill Payments - Other									
General Journal	06/30/2025		Harpers Ferry_v	To adjust A/R ...	Water		141 Accounts R...	109,357.37	109,357.37
Total 461 - Customers - Water Bill Payments - Other								109,357.37	109,357.37
Total 461 - Customers - Water Bill Payments								109,924.16	109,924.16
471 - PSD bill processing									
Invoice	06/01/2025	202506	HF Bolivar Public Ser...	Monthly paym...	Water		141 Accounts R...	2,337.00	2,337.00
Invoice	06/01/2025	202506	HF Bolivar Public Ser...		Water		141 Accounts R...	500.00	2,837.00
Total 471 - PSD bill processing								2,837.00	2,837.00
471.b - Misc Revenue Recovery Reimb									
General Journal	06/30/2025			Budgetary Entr...	Water		Budgetary - To ...	29,040.84	29,040.84
Total 471.b - Misc Revenue Recovery Reimb								29,040.84	29,040.84
472 - AT&T Rent									
General Journal	06/30/2025				Water		Due from Gen	66,000.00	66,000.00
Total 472 - AT&T Rent								66,000.00	66,000.00
Total 400 - Water Department Income								2,341,903.21	2,341,903.21
Total Income								2,349,503.21	2,349,503.21
Gross Profit								2,349,503.21	2,349,503.21
Expense									
400. - Water Department									
Bond Interest									
341.9 - Water Bond Debt Service (2024)									
Check	06/18/2025	ACH	CNB BANK		Water		Water Fund Ch...	82.30	82.30
Total 341.9 - Water Bond Debt Service (2024)								82.30	82.30
427.3 - Bonds Payable - Series C									

12:21 PM

08/05/25

Accrual Basis

Corp. of Harpers Ferry
Profit & Loss Detail (Water Only)

June 2025

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Check	06/13/2025	EFT	USDA	2025 JUN	Water		Water Fund Ch...	1,523.00	1,523.00
Total 427.3 - Bonds Payable - Series C								1,523.00	1,523.00
428 - USDA 2021 - Bonds Payable									
Check	06/11/2025	eft	USDA		Water		Water Fund Ch...	19,530.00	19,530.00
Total 428 - USDA 2021 - Bonds Payable								19,530.00	19,530.00
Total Bond Interest								21,135.30	21,135.30
631.1 - Prof Services-Accounting-Water									
Bill	06/30/2025	35100	CoxHollidayoung PLLC	Accounting Se...	Water		20000 - Accoun...	768.37	768.37
Total 631.1 - Prof Services-Accounting-Water								768.37	768.37
131.3 Water Tranfs to Reserve									
General Journal	06/30/2025				Water		131 - SB234 Re...	5,900.00	5,900.00
General Journal	06/30/2025			YE-True-up	Water		131 - SB234 Re...	1,700.00	7,600.00
Total 131.3 Water Tranfs to Reserve								7,600.00	7,600.00
341.2 Capital Outlay - Auto									
Check	06/26/2025	EFT	Bank of Charles Town	Water Truck lo...	Water		Water Fund Ch...	647.24	647.24
Total 341.2 Capital Outlay - Auto								647.24	647.24
Maintenance of Mains									
620.6 - Materials and Supplies									
Credit Card Charge	06/02/2025	46525	Tractor Supply	Slusher	Water		P-Card	39.91	39.91
Credit Card Charge	06/02/2025	4146608	Tractor Supply	Slusher	Water		P-Card	18.87	58.78
Credit Card Charge	06/02/2025	91109	Cornerstone Lawn Se...	Veney, mains	Water		P-Card	47.72	106.50
Credit Card Charge	06/02/2025	50634	Tractor Supply	Veney	Water		P-Card	9.99	116.49
Credit Card Charge	06/03/2025	900946	Tractor Supply	Slusher	Water		P-Card	14.99	131.48
Credit Card Charge	06/05/2025	77699	7-Eleven	Veney, mains ...	Water		P-Card	27.96	159.44
Bill	06/10/2025	X129288	CORE & MAIN LP	INV X129288 ...	Water		20000 - Accoun...	1,547.22	1,706.66
Credit Card Charge	06/12/2025	27726	Home Depot	Slusher	Water		P-Card	89.78	1,796.44
Credit Card Charge	06/12/2025	6683	Cornerstone Lawn Se...	Veney, mains	Water		P-Card	135.16	1,931.60
Credit Card Charge	06/12/2025	48964	Tractor Supply	Veney, mains	Water		P-Card	35.48	1,967.08
Credit Card Charge	06/18/2025	96059	USA Bluebook	Paradis	Water		P-Card	282.78	2,249.86
Credit Card Charge	06/28/2025	64456	Tractor Supply	Slusher	Water		P-Card	9.99	2,259.85
Total 620.6 - Materials and Supplies								2,259.85	2,259.85
636 - Contracted Services									
Bill	06/11/2025	10290...	Greenridge Contractors	INV 10290371 ...	Water		20000 - Accoun...	1,179.39	1,179.39
Bill	06/13/2025	134593	Sisler's Stone Inc	INV 134593	Water		20000 - Accoun...	228.00	1,407.39
Bill	06/16/2025	134816	Sisler's Stone Inc	INV 134816	Water		20000 - Accoun...	107.55	1,514.94
Bill	06/16/2025	134826	Sisler's Stone Inc	INV 134826	Water		20000 - Accoun...	107.55	1,622.49
Bill	06/16/2025	134841	Sisler's Stone Inc	INV 134841	Water		20000 - Accoun...	107.55	1,730.04
Bill	06/16/2025	134842	Sisler's Stone Inc	INV 134842	Water		20000 - Accoun...	107.55	1,837.59
Total 636 - Contracted Services								1,837.59	1,837.59
Total Maintenance of Mains								4,097.44	4,097.44
127 - Bond Renewal & Replacement Fund									
General Journal	06/30/2025			Reserves	Water		Bond Renewal ...	2,700.00	2,700.00
Total 127 - Bond Renewal & Replacement Fund								2,700.00	2,700.00
408.10 - Assessments									
Bill	06/23/2025	991	Public Service Comm...	Intrastate Reve...	Water		20000 - Accoun...	2,137.35	2,137.35
General Journal	06/30/2025			Prepaid YE Ad...	Water		122 - Prepaid E...	-2,137.35	0.00
Total 408.10 - Assessments								0.00	0.00
408.12 - PR Taxes Employer Expense									
General Journal	06/05/2025			payroll 6/5	Water		001 General Fu...	1,280.96	1,280.96
General Journal	06/19/2025			payroll 6/18	Water		001 General Fu...	1,192.83	2,473.79
General Journal	06/30/2025			move 'water' p...	Water		PR Taxes Empl...	436.19	2,909.98
General Journal	06/30/2025			move 'GF' porti...	Water		PR Taxes Empl...	-845.87	2,064.11
Total 408.12 - PR Taxes Employer Expense								2,064.11	2,064.11
427.3 - Municipal Bond Commission									
Check	06/05/2025	EFT	West Virginia Munic...	HAF-W-86-B-J...	Water		Water Fund Ch...	4,492.97	4,492.97
Total 427.3 - Municipal Bond Commission								4,492.97	4,492.97
601.3 - Plant - Salaries & Wages									
General Journal	06/05/2025			payroll 6/5	Water		001 General Fu...	11,016.34	11,016.34
General Journal	06/19/2025			payroll 6/18	Water		001 General Fu...	10,115.59	21,131.93
Total 601.3 - Plant - Salaries & Wages								21,131.93	21,131.93
601.7 - Office - Salaries & Wages									
General Journal	06/05/2025			payroll 6/5	Water		001 General Fu...	5,449.30	5,449.30
General Journal	06/19/2025			payroll 6/18	Water		001 General Fu...	5,602.14	11,051.44
General Journal	06/30/2025			move 'water' p...	Water		PR Taxes Empl...	6,406.39	17,457.83
General Journal	06/30/2025			move 'GF' porti...	Water		PR Taxes Empl...	-11,173.84	6,283.99
Total 601.7 - Office - Salaries & Wages								6,283.99	6,283.99
604.8 - Pension Exp									
General Journal	06/05/2025			payroll 6/5	Water		001 General Fu...	1,481.91	1,481.91

12:21 PM

08/05/25

Accrual Basis

Corp. of Harpers Ferry
Profit & Loss Detail (Water Only)

June 2025

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
General Journal	06/19/2025			payroll 6/18	Water		001 General Fu...	1,414.60	2,896.51
Total 604.8 · Pension Exp								2,896.51	2,896.51
605.8 · Employee PEIA Benefits									
OPEB - Water									
Check	06/05/2025	eft	PEIA	Water 2025 M...	Water		Harpers Ferry P...	238.00	238.00
Total OPEB - Water								238.00	238.00
605.8 · Employee PEIA Benefits - Other									
Check	06/05/2025	EFT	PEIA	Water PEIA Pr...	Water		Harpers Ferry P...	4,633.76	4,633.76
Total 605.8 · Employee PEIA Benefits - Other								4,633.76	4,633.76
Total 605.8 · Employee PEIA Benefits								4,871.76	4,871.76
615.3 · Utilities W									
Bill	06/05/2025	00010...	Harpers Ferry Water ...	May Usage To...	Water		20000 · Accoun...	40.03	40.03
Bill	06/06/2025	11015...	Potomac Edison	May usage	Water		20000 · Accoun...	30.55	70.58
Bill	06/06/2025	11008...	Potomac Edison	May usage wat...	Water		20000 · Accoun...	2,655.53	2,726.11
Bill	06/06/2025	11008...	Potomac Edison	May usage Pot...	Water		20000 · Accoun...	10.00	2,736.11
Bill	06/25/2025	34369...	Waste Management ...	JUNE 2025 to...	Water		20000 · Accoun...	71.72	2,807.83
Total 615.3 · Utilities W								2,807.83	2,807.83
618.3 · Plant Chemicals									
Bill	06/16/2025	10030...	CITCO Water	INV S1003045...	Water		20000 · Accoun...	3,309.57	3,309.57
Total 618.3 · Plant Chemicals								3,309.57	3,309.57
620.3 · Plant - Material & Supplies									
Credit Card Charge	06/13/2025	78480	Home Depot	paradis	Water		P-Card	238.85	238.85
Credit Card Charge	06/14/2025	17721	Home Depot	Paradis	Water		P-Card	14.43	253.28
Credit Card Charge	06/15/2025	20814	Home Depot	Paradis	Water		P-Card	15.00	268.28
Credit Card Charge	06/18/2025	96059	USA Bluebook	paradis	Water		P-Card	400.00	668.28
Total 620.3 · Plant - Material & Supplies								668.28	668.28
620.7 · Postage And Cust Acctg Supplies									
Credit Card Charge	06/06/2025	36931	US Post Office	Styer, postage	Water		P-Card	9.70	9.70
Credit Card Charge	06/23/2025	603526	US Post Office	Spalding, post...	Water		P-Card	9.96	19.66
Total 620.7 · Postage And Cust Acctg Supplies								19.66	19.66
620.8 · Office Supplies & Expenses									
631.2 · Payroll Processing-Water									
General Journal	06/05/2025			payroll process...	Water		001 General Fu...	32.86	32.86
General Journal	06/19/2025			payroll process...	Water		001 General Fu...	32.86	65.72
Total 631.2 · Payroll Processing-Water								65.72	65.72
620.8 · Office Supplies & Expenses - Other									
Bill	06/01/2025	89785	Advantage Technolog...	INV 89785 Ann...	Water		20000 · Accoun...	259.95	259.95
Bill	06/02/2025	90899	Advantage Technolog...	INV 90077 Sup...	Water		20000 · Accoun...	417.98	677.93
Bill	06/03/2025	153436	Automated Office Eq...	INV 153436	Water		20000 · Accoun...	284.83	962.76
Credit Card Charge	06/05/2025	65355	Wal Mart	Breeden	Water		P-Card	25.23	987.99
Credit Card Charge	06/13/2025	95800	Amazon.com	Spalding,	Water		P-Card	117.56	1,105.55
Credit Card Charge	06/18/2025	400083	Business Center	Kelly, WDA Pr...	Water		P-Card	59.66	1,165.21
Bill	06/30/2025	35100	CoxHolidayyoung PLLC	RN Access 20...	Water		20000 · Accoun...	66.00	1,231.21
Total 620.8 · Office Supplies & Expenses - Other								1,231.21	1,231.21
Total 620.8 · Office Supplies & Expenses								1,296.93	1,296.93
620.8PM · Plant Maintenance MS									
Credit Card Charge	06/02/2025	480306	Voigtaterna	Paradis	Water		P-Card	93.92	93.92
Credit Card Charge	06/02/2025	131722	McMaster-Carr	Paradis,	Water		P-Card	87.34	181.26
Credit Card Charge	06/08/2025	19755	Home Depot	Paradis	Water		P-Card	2.97	184.23
Total 620.8PM · Plant Maintenance MS								184.23	184.23
631.3 · Lab Services									
Bill	06/09/2025	WAT2...	West Virginia DHHR	INV WAT25-28...	Water		20000 · Accoun...	46.00	46.00
Bill	06/12/2025	WAT2...	West Virginia DHHR	INV WAT25-29...	Water		20000 · Accoun...	69.00	115.00
Bill	06/16/2025	WAT2...	West Virginia DHHR	INV WAT25-30...	Water		20000 · Accoun...	23.00	138.00
Bill	06/17/2025	25306...	Pace Analytical	INV 25306070...	Water		20000 · Accoun...	1,517.00	1,655.00
Bill	06/19/2025	ENV25...	West Virginia DHHR	INV ENV25-961	Water		20000 · Accoun...	20.00	1,675.00
Bill	06/23/2025	WAT2...	West Virginia DHHR	INV WAT25-31...	Water		20000 · Accoun...	46.00	1,721.00
Bill	06/23/2025	WAT2...	West Virginia DHHR	INV WAT25-31...	Water		20000 · Accoun...	46.00	1,767.00
Bill	06/26/2025	WAT2...	West Virginia DHHR	INV WAT25-31...	Water		20000 · Accoun...	46.00	1,813.00
Total 631.3 · Lab Services								1,813.00	1,813.00
631.4PM · Plant Maintenance CS									
Bill	06/06/2025	352	Homewood Lawn Care	INV 352 Mowi...	Water		20000 · Accoun...	350.00	350.00
Bill	06/06/2025	346	Homewood Lawn Care	INV 346 May ...	Water		20000 · Accoun...	350.00	700.00
Total 631.4PM · Plant Maintenance CS								700.00	700.00
631.8 · Legal Fees and Studies									
Bill	06/01/2025	4677	Law Office of Hoy Shi...	INV 4677 - Re...	Water		20000 · Accoun...	487.50	487.50
Total 631.8 · Legal Fees and Studies								487.50	487.50
642.8 · Leased Equipment W									

12:21 PM

08/05/25

Accrual Basis

Corp. of Harpers Ferry
Profit & Loss Detail (Water Only)

June 2025

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Bill	06/02/2025	34346...	Waste Management ...	INV 3434617-2...	Water		20000 · Accoun...	110.92	110.92
Total 642.8 · Leased Equipment W								110.92	110.92
650.8 · Auto & Transportation Expenses									
Bill	06/02/2025	NP685...	Fuelman	May usage	Water		20000 · Accoun...	513.21	513.21
Credit Card Charge	06/23/2025	506472	Bouncie.com	Paradis, subsc...	Water		P-Card	26.80	540.01
Total 650.8 · Auto & Transportation Expenses								540.01	540.01
656.8 · Ins-Property,Liability, Workers									
Bill	06/01/2025	70015...	ENCOVA Insurance	Payment 1, W...	Water		20000 · Accoun...	1,047.93	1,047.93
Bill	06/12/2025	114116	WV Corp	Q1 2026	Water		20000 · Accoun...	4,520.23	5,568.16
Bill	06/25/2025	70056...	ENCOVA Insurance	Payment 2, W...	Water		20000 · Accoun...	1,047.93	6,616.09
Total 656.8 · Ins-Property,Liability, Workers								6,616.09	6,616.09
660.8 · Advertising & Legal Publication									
Bill	06/10/2025	WV25-...	Miss Utility	JUN 2025 Calls	Water		20000 · Accoun...	37.15	37.15
Total 660.8 · Advertising & Legal Publication								37.15	37.15
675.3 · Training, Education, & Certif									
Check	06/03/2025	15310	Ryan Slusher	Mileage and p...	Water		Water Fund Ch...	270.00	270.00
Total 675.3 · Training, Education, & Certif								270.00	270.00
675.8 · Telephone W									
Credit Card Charge	06/02/2025	June 2...	US Cellular	usage parking ...	Water		P-Card	247.00	247.00
Bill	06/13/2025	82993...	Comcast Internet	Internet 2025 ...	Water		20000 · Accoun...	160.22	407.22
Bill	06/20/2025	07308...	Frontier	JUNE usage	Water		20000 · Accoun...	76.67	483.89
Bill	06/25/2025	82993...	Comcast Internet	Internet 2025 J...	Water		20000 · Accoun...	56.63	540.52
Credit Card Charge	06/30/2025	JulY 2...	US Cellular	usage parking ...	Water		P-Card	247.00	787.52
Total 675.8 · Telephone W								787.52	787.52
Total 400. · Water Department								98,338.31	98,338.31
Total Expense								98,338.31	98,338.31
Net Ordinary Income								2,251,164.90	2,251,164.90
Net Income								2,251,164.90	2,251,164.90

Attachment Item 5.6, viii.

THE CORPORATION OF HARPERS FERRY
Budget & Finance Committee (B&F or BFC)

Approved by Town Council: xx/xx/2025

Mission

The Budget and Finance Committee (B&F or BFC) is a standing committee of the Town Council of the Corporation of Harpers Ferry. It shall be generally responsible for monitoring and maintaining the health and integrity of the town's finances, in accordance with standards and practices per the West Virginia State Auditor's Office (WV SAO).

Duties and Responsibilities

B&F acts in an advisory role to the Mayor and Town Council, and shall have no line authority over any employee or office practice or procedure in pursuit of its mission. In conjunction with the town's chief financial officer, it shall:

- Maintain oversight of the town's budgets and other financial statements, including but not limited to all revenues and expenses, capital accounts, bonds, and other financial elements.
- Develop all necessary and prudent financial policies and procedures, in accordance with WV SAO requirements and other established fiscal requirements and best practices.
- Be responsible for developing or vetting of town contracts, including conducting due diligence; bid preparation, evaluation, and award recommendation; and tracking contract compliance.
- Be responsible for vetting loans, grants, and other funding sources, and tracking their compliance.
- Be responsible for risk management policy development and tracking.
- Ensure that the Town Council remains well-informed about the state of the town's finances and other matters that come before the committee.

Membership

- The BFC shall be composed of three (3) members of the current Town Council.
- The BFC members shall have term limits which coincide with the term limit of the current Town Council.
- The town's chief finance officer shall hold a seat on the BFC as an ex officio non-voting member, whose seat shall not be counted when determining a quorum.
- A representative of the Water Commission shall hold a seat on the BFC as an ex officio non-voting member, whose seat shall not be counted when determining a quorum.

Meetings

- A regular meeting shall be held once a month, unless otherwise posted or indicated on the agenda.
 - The Regular meeting day shall be far enough ahead of the monthly Regular Town Council meeting day to allow the committee's agenda item requests to be placed on the upcoming Town Council agenda.

*Attachment
Item 5. d. i.*

DRAFT

Internal Operations Committee (IOC) – July 30, 2025 IOC revision and recommendation

The Internal Operations Committee is established, under the leadership of the Mayor, by the Harpers Ferry Town Council and staffed by a maximum of three current members of the Town Council. The Committee is guided by a chairperson and the tenure of the Committee members coincides with the elected term of the Town Council. The IOC is responsible for examining and making recommendations to the Mayor on a wide range of issues relating to the effectiveness and efficiency of office management practices and procedures. The Committee has no line-authority over any employee or administrative process. Its function is strictly advisory to the Mayor and/or Town Council.

The Committee also reviews all job applications and assembles a list of best-qualified candidates based upon objective job-related criteria developed by the IOC. Following the application review process, the Mayor is briefed on the top candidates being recommended to receive a job interview. The committee conducts the interview using objective questioning criteria, and makes a hiring recommendation to the Mayor.

At the request of the Mayor or Town Council, the Committee examines the workflow and processes of a workplace entity and recommends process changes to the Mayor. IOC makes recommendations on the development of new position descriptions for newly developed positions. It also ensures that all position descriptions accurately reflect their current duties and responsibilities, and makes recommendations for changes and updates to the Mayor. At the request of the Mayor, the IOC may be asked to conduct a detailed work audit of any position and make recommendations to the Mayor for any changes.

When requested by the Mayor or Recorder, the IOC reviews employee personnel conduct that may lead to disciplinary action. This also encompasses employee grievances concerning a workplace working environment or another employee or elected official. If the employee complaint involves the Mayor, the Recorder has authority to request the IOC to review the complaint against the Mayor and refer results of the inquiry to the Recorder for any action. If the complaint involves the Recorder or another elected official the Mayor will engage the IOC. During this process the IOC must adhere to all procedures contained within the Employee Handbook.

When requested by the Mayor or Town Council, the IOC reviews and makes recommendations to the Mayor about office organizational and technology platforms that may help Town Hall and/or the Water Works operate with greater efficiency and accuracy. If the approved changes would affect the Town's finances, the item would be remanded to the Budget & Finance Committee for financial review and bid preparation, if applicable.

IOC is responsible for ensuring that the Employee Handbook is regularly reviewed and updated. If the IOC review indicates changes are needed, the committee shall makes recommendations to the Mayor and Town Council to implement all changes following any legal review deemed necessary and prudent.

The also IOC reviews Town Hall working spaces and makes recommendations regarding modifications to office spaces or other structural changes at Town Hall, including estimated costs.

The Committee has delegated authority to include a subject matter expert (SME) to serve as needed. Any SME would serve only as an advisory member and/or observer.

Meetings of the IOC are conducted in adherence to all WV Code and Ethics Commission guidelines.

HFWW Report to Council Aug 11, 2025

Operating Statistics for June and July 2025 combined (estimated bills for June)

Filtered Water: 11,607,044 gal

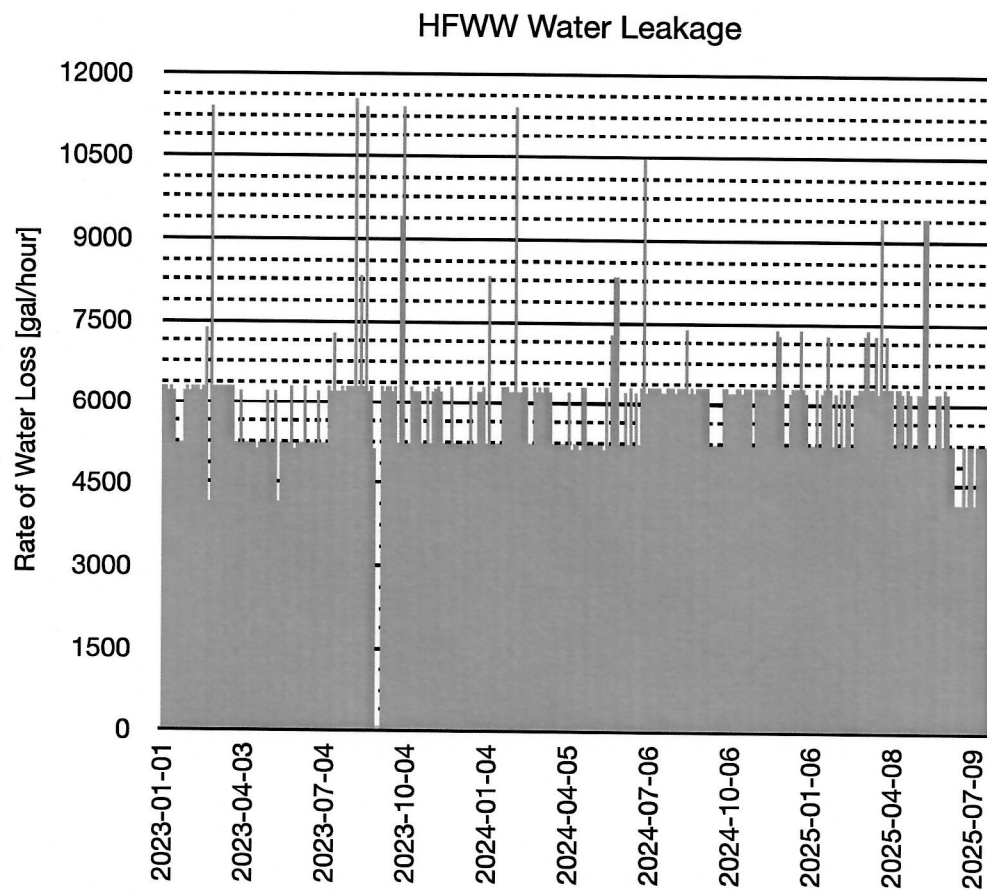
Billed: 6,386,204 gal (actual)

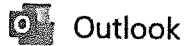
Accounted For: 7,473,946 gal

Unaccounted For: 35.6%

Average Production Rates [kGal/day]:

March 2025	216
April 2025	230
June 2025	191
July 2025	190



*Attachment
Item 6.a.*

Outlook

Local Resolution

From Daniel Wright <Daniel.Wright@carpenters.org>**Date** Tue 6/17/2025 10:26 AM**To** Chris Craig <ccraig@harpersferrywv.us>; rmeadcurry@harpersferrywv.us <rmeadcurry@harpersferrywv.us>; Storm DiCostanzo <stormdicostanzo@harpersferrywv.us>; Zachary Morse <zmorse@harpersferrywv.us>; George Owens <gowens@harpersferrywv.us>; Greg Vaughn <gvaughn@harpersferrywv.us>; Nina Armstrong <narmstrong@harpersferrywv.us>; Pat Morse <pmorse@harpersferrywv.us>; Virilissa Breeden <vbreeden@harpersferrywv.us>**Cc** Benjamin Hoffman <Benjamin.Hoffman@carpenters.org>; Benjamin Hoffman <hoffman.benjamin@jobcorps.org>

2 attachments (31 KB)

Updated_Job_Corps_Resolution_Template.docx; City_of_Riverton_Resolution_Job_Corps.pdf;

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear City Council Member,

I would like to request that the city or county consider passing a resolution in support of the local Job Corps Program.

Resolutions carry significant weight because they become part of the public record and represent an official act of the elected body. They demonstrate that support for Job Corps extends not only from within the program itself but also from the communities that recognize its vital role in workforce development, youth opportunities, and local economies.

I have attached a fillable resolution template that was used in Wyoming.

If the city or county decides to pass a resolution using our template or a version of their own, we kindly ask that they send copies to:

- The Governor's Office
- State Representatives and Senators
- U.S. Congressional Delegation (Senators and House Representatives)

Additionally, please provide us with a copy so we can track support across the country.

This is a grassroots effort. If Job Corps is going to overcome its current challenges, we must demonstrate that it matters to real people in real communities at every level.

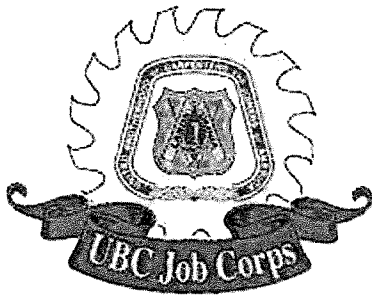
Thank you for your attention to this matter. Please feel free to contact me if you have any questions.

Respectfully,

13:45 minute marker

<https://www.youtube.com/live/brD2LCa5sTo>

Daniel Wright
Field Coordinator
UBC National Job Corps Training Fund
Mobile: 732-804-5375
Daniel.Wright@Carpenters.org



This transmission may contain information that is privileged, confidential, and/or exempt from disclosure under applicable law. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution, or use of the information contained herein (including any reliance thereon) is STRICTLY PROHIBITED. If you received this transmission in error, please immediately contact the sender and destroy the material in its entirety, whether in electronic or hard copy format.

The content of this email is confidential and intended for the recipient specified in message only. It is strictly forbidden to share any part of this message with any third party, without a written consent of the sender. If you received this message by mistake, please reply to this message and follow with its deletion, so that we can ensure such a mistake does not occur in the future.

RESOLUTION NO. [XXXX]

A RESOLUTION OF THE [CITY/COUNTY] COUNCIL OF [CITY/COUNTY NAME], [STATE],
EXPRESSING SUPPORT FOR THE [JOB CORPS CENTER NAME] AND URGING CONTINUED
FEDERAL FUNDING FOR THE JOB CORPS PROGRAM

WHEREAS, the [Job Corps Center Name], located in [City/County], [State], provides vital
career and technical education to young adults, equipping them with skills necessary for
gainful employment; and

WHEREAS, the Center has been instrumental in fostering a skilled workforce that
contributes significantly to the local economy and community development; and

WHEREAS, the [City/County] recognizes the importance of the Job Corps program in
offering life-changing opportunities to underserved and economically disadvantaged youth
across diverse communities; and

WHEREAS, recent federal actions have placed the continued operation of the [Job Corps
Center Name] in jeopardy, threatening the livelihoods of its students and staff, as well as the
economic stability of the region; and

WHEREAS, the [City/County] Council acknowledges the positive impact of the [Job Corps
Center Name] on the community and the potential adverse effects that its closure would
entail.

NOW, THEREFORE, BE IT RESOLVED BY THE [CITY/COUNTY] COUNCIL OF [CITY/COUNTY
NAME], [STATE]:

1. The [City/County] hereby expresses its strong support for the continued operation and
federal funding of the [Job Corps Center Name].
2. The [City/County] urges the Governor of [State], the [State] State Legislature, and the
[State] Congressional Delegation to advocate for the preservation and funding of the Job
Corps program, recognizing its critical role in workforce development and community
enrichment.
3. A copy of this resolution shall be transmitted to the Governor of [State], the members of
the [State] State Legislature, and the [State] Congressional Delegation to convey the
[City/County]'s position on this matter.

PASSED, APPROVED, AND ADOPTED this ___ day of _____, 2025.

[City/County Name], [State]

By: _____

[Mayor/Commissioner Name], [Title]

ATTEST:

[City/County Clerk's Name], Clerk

City of Riverton - Resolution

RESOLUTION NO. [XXXX]

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIVERTON, WYOMING, EXPRESSING SUPPORT FOR THE WIND RIVER JOB CORPS CENTER AND URGING CONTINUED FEDERAL FUNDING FOR THE JOB CORPS PROGRAM

WHEREAS, the Wind River Job Corps Center, located in Fremont County, Wyoming, provides vital career and technical education to young adults, equipping them with skills necessary for gainful employment; and

WHEREAS, the Center has been instrumental in fostering a skilled workforce that contributes significantly to the local economy and community development; and

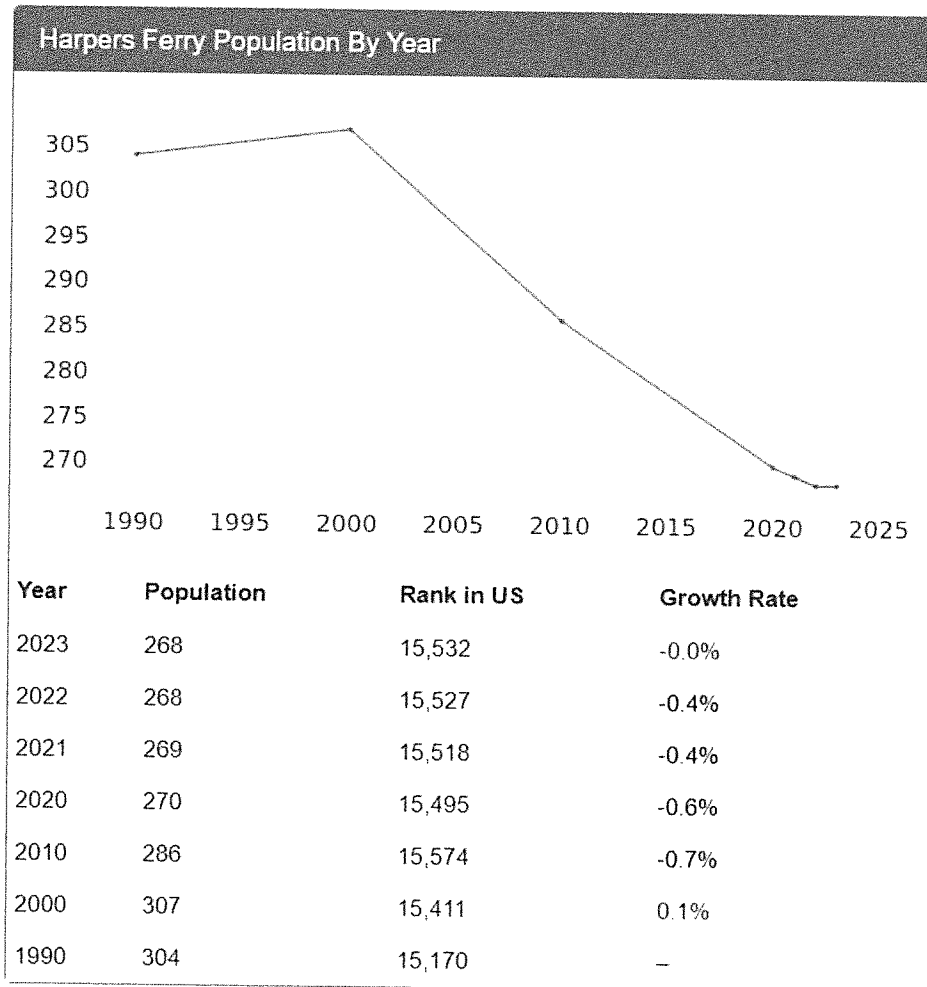
WHEREAS, the City of Riverton recognizes the importance of the Job Corps program in offering opportunities for education and employment to underserved populations, including Native American youth and other marginalized groups; and

WHEREAS, recent federal actions have placed the continued operation of the Wind River Job Corps Center in jeopardy, threatening the livelihoods of its students and staff, as well as the economic stability of the region; and

WHEREAS, the City Council of Riverton acknowledges the positive impact of the Wind River Job Corps Center on the community and the potential adverse effects that its closure would entail.

*Attachment
Item 7. a.*

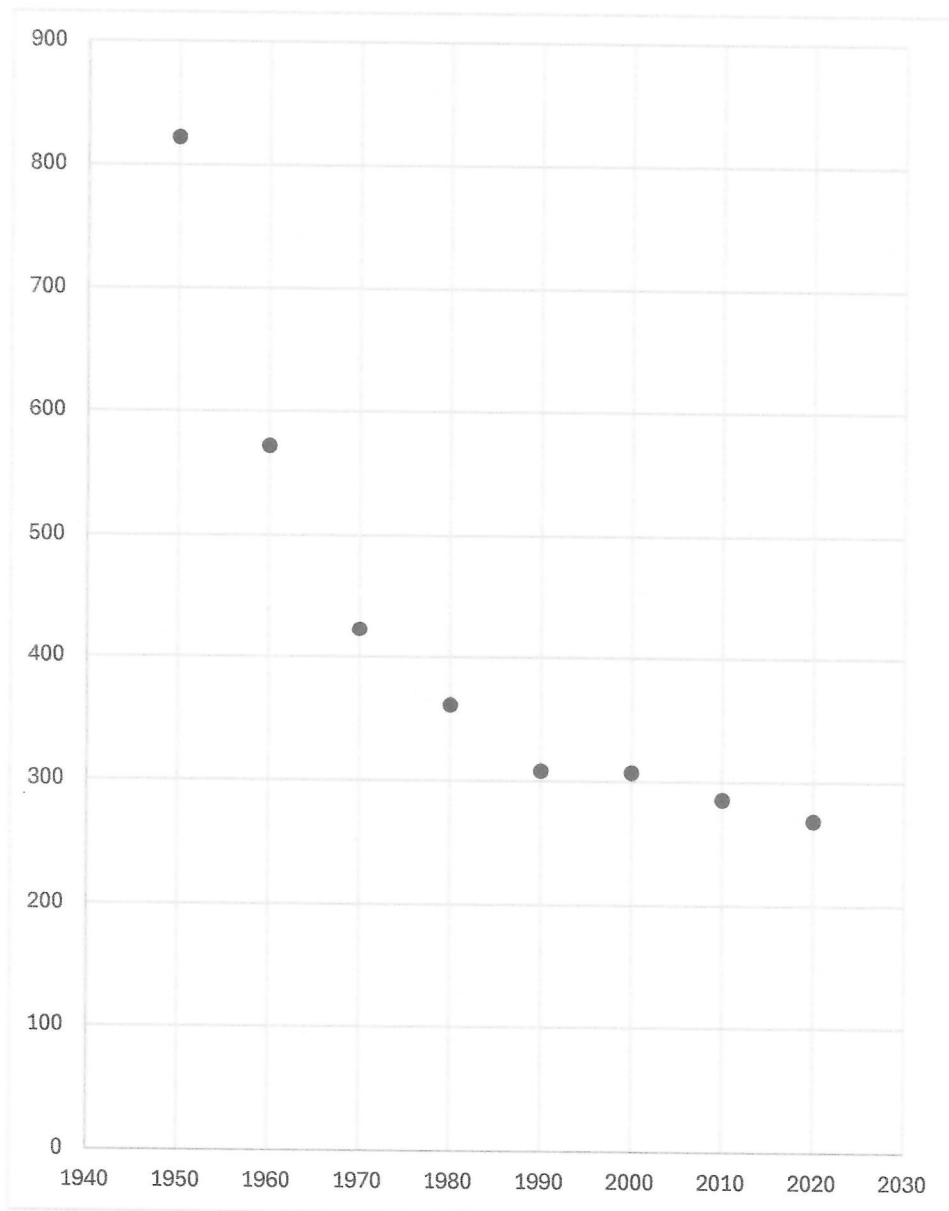
Harpers Ferry Population History 1990 - 2023



Source: <https://www.biggestuscities.com/city/harpers-ferry-west-virginia>

Harpers Ferry Population Trend

1950	822	23.60%
1960	572	-30.4%
1970	423	-26.0%
1980	361	-14.7%
1990	308	-14.7%
2000	307	-0.3%
2010	286	-6.8%
2020	269	-5.9%

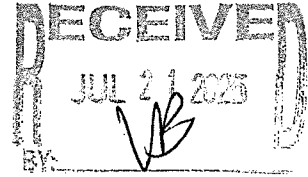




High Speed Rail Alliance

Attachment - Item 7. b.

GV



July 7, 2025

Gergory Vaughn
Mayor
City of Harpers Ferry, WV
PO Box 217
Harpers Ferry, WV 25425-0217

Action:
Place on agenda
for next TC mtg.
GV
2/21/25

Dear Mayor Vaughn,

I'm writing to raise a pressing concern regarding Amtrak's long-distance service to your city.

Despite Congress authorizing substantial funding through the 2021 Infrastructure Investment and Jobs Act (IIJA) to replace Amtrak's aging long-distance fleet, no order has yet been placed. This delay, paired with worsening equipment shortages and the retirement of damaged or outdated cars, places these essential routes at serious risk.

Recent issues—such as corrosion sidelining the entire Horizon car fleet—underscore the urgency of replacing the Amfleet and Superliner cars. Your voice is crucial in securing swift action to protect this national service.

Long-distance trains are a cost-effective way to connect hundreds of cities and towns. Passengers get on and off the train all along its route, some riding for just a stop or two, some going the entire distance from the Midwest to the coasts. Riders who pay a premium for private rooms help subsidize the train, making rural transportation affordable for the short-distance riders. These trains offer vital, affordable mobility—especially in rural areas—and foster tourism and economic opportunity in the cities they serve.

We respectfully ask you to work with your congressional delegation to:

- A) Urge Amtrak to expedite fleet procurement, and
- B) Ensure federal funding for new rolling stock remains intact.

We are also circulating a sign-on letter asking US Transportation Secretary Sean Duffy to help expedite the procurement. A draft is attached; to add your name, please send a signed PDF on your letterhead to info@HSRail.org.

Dan Bilka of All Aboard Northwest will follow up with additional information.

Thank you for your leadership and your attention to this vital matter.

Best regards,

Richard Harnish
Executive Director

PS: You can download a MS Word version of the letter at: HSRail.org/long-distance-action

1. Once we receive the "sign-on" packets — Town Council must approve our agreement to participate in the settlement.

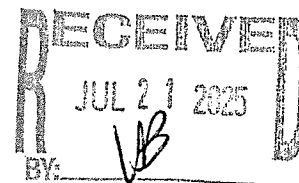
2. Place on TC agenda.

Office of the Attorney General
Consumer Protection and
Antitrust Division
Physical Address:
State Capitol, Bldg. 6, Suite 401
Charleston, WV 25305
Mailing Address:
P.O. Box 1789
Charleston, WV 25326-1789

OK
7/21/25

State of West Virginia
John B. McCuskey
Attorney General

July 15, 2025



(304) 558-8986
Fax (304) 558-0184
Consumer Hotline
1 (800) 368-8808
Preneed Funeral Services
(304) 558-8986
Senior Protection Hotline
(304) 558-1155
E-Mail: consumer@wvago.gov
www.wvago.gov

Town of Harpers Ferry
1000 Washington Street
P.O. Box 217
Harpers Ferry, WV 25425

RE: Purdue Pharma/Sackler Family Settlement Announcement and Procedures

Dear Community Leader:

I write today with important news concerning the recently announced settlement with the Purdue Pharma bankruptcy estate and direct settlement with Purdue's owners, the Sackler family.

Thousands of lawsuits were filed nationwide against Purdue Pharma and the Sacklers in the past ten years, including many by West Virginia local governments and the West Virginia Attorney General's office. These suits alleged Purdue Pharma and the Sacklers exacerbated the ongoing opioid crisis through deceptive and misleading marketing of prescription opioids. Purdue Pharma filed for bankruptcy protection in 2019, staying litigation and potential settlement negotiation nationwide. After six long years of legal battles, and an argument before the U.S. Supreme Court, the Purdue Pharma bankruptcy is coming to a close.

A new, revised bankruptcy plan for Purdue Pharma combined with a direct settlement with the Sackler family are in the process of being finalized. Under this hybrid structure, West Virginia can receive as much as \$53 million in settlement payments over 9 years. These funds will be distributed to West Virginia communities, the West Virginia First Foundation, and the State, subject to the terms of the West Virginia First Memorandum of Understanding.

The total potential recovery West Virginia can receive depends on participation by communities like yours. The greater the number of West Virginia cities and counties that join this settlement the greater the amount of our potential collective recovery. Additionally, and most importantly, your local government must affirmatively participate in this process in order to receive payments under this settlement.

You will soon receive a sign-on packet from Rubris, a national opioid settlement participation administrator, containing pertinent information about the hybrid settlement, a Participation Form that must be signed and returned by your local government, and detailed instructions on how to return the form.

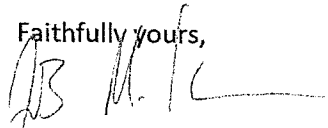
The form must be returned on or before September 30, 2025, in order to secure your local government's eligibility to receive settlement funds.

Sign-on packets are expected to be distributed by Rubris beginning the week of July 14. Please contact my office if you have not received your packet by July 31.

I strongly encourage you to contact your local legal counsel or any outside attorneys or firms your community may have previously retained for opioid litigation purposes to discuss this settlement. Members of my team are also happy to answer any questions you may have about this sign-on process or other opioid-related topics. Please feel free to reach out by email to Abby Cunningham, abby.g.cunningham@wvago.gov; Laurel Lackey, laurel.k.lackey@wvago.gov; or Ann Haight, ann.l.haight@wvago.gov or by calling 304-558-8986 or 1-800-368-8808.

The State of West Virginia and its communities are strongest when we stand together. With your community's help, we hope to maximize the amount of much-needed opioid settlement funds West Virginia can receive from the Purdue Pharma and Sackler family hybrid settlement.

Faithfully yours,

A handwritten signature in black ink, appearing to read 'J.B. McCuskey', written over the typed name.

J.B. McCuskey
Attorney General