

CORPORATION OF HARPERS FERRY

Town Council

AGENDA

Regular Meeting	Monday, 8 September 2025	7:00 p.m.
Town Hall • 1000 W Washington Street, Harpers Ferry, West Virginia 25425		

Call to order and Pledge of Allegiance.

Approval of agenda.

Public comments on agenda items only. (*Specify agenda item to be addressed on the sign-up sheet. Public comment is limited to three minutes per speaker, 15 minutes total.*)

1. Mayor's announcements.

2. Recorder's announcements.

3. Community announcements.

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

4. Approval of minutes.

- a. Regular meetings: 9 June 2025, 11 August 2025.
- b. Special meetings: 21 August 2025, 28 August 2025.

5. Town reports.

- a. Treasurer's reports and approvals.
 - i. Review and approval of financial reports: July 2025.
 - ii. Approval of invoices and purchases.
- b. Budget and Finance Committee.
 - i. Discussion and action regarding WDA grant and approval of Resolution #10.
 - ii. Discussion and action regarding Non-Discrimination Assurances and Policy.
 - iii. Discussion action regarding update regarding CDS funding for 2024, 2026, and beyond.
 - iv. Discussion regarding sludge removal at the water plant.
 - v. Discussion regarding Town street paving.
 - vi. Discussion and action regarding Town logo, colors, and website project.
 - vii. Discussion and action regarding FY 2026 General Fund Revision 2.
 - viii. Discussion and action regarding snow and ice removal for the 2025-2026 season.
 - ix. Discussion and action regarding previously approved funding for Parks and Recreation Commission's 2025 Scarecrow Contest.
 - x. Discussion and action regarding Potomac Street and other bank accounts. (*This item may require executive session.*)
 - xi. Discussion regarding parking revenue.
 - xii. Discussion and action regarding Police Department equipment.
- c. Ordinance Review Committee.
 - i. Ordinance Review Committee report.

- ii. Discussion and action regarding approval of Ordinance Review Committee mission statement.
 - iii. Discussion and action on first reading for approval of Ordinance 2025-02 Garage Sales.
 - iv. Discussion and action on potential ordinance amendment for transjurisdictional collaboration.
 - v. Discussion and action on potential ordinance amendments addressing how members are appointed to commissions.
 - vi. Discussion and action regarding potential ordinance amendment to remove the requirement for physically signed hard copies of meeting minutes.
- d. Board of Zoning Appeals.
 - i. Discussion and action regarding the use of markers and signs on residentially zoned properties.
- e. Planning Commission.
 - i. Planning Commission report.
 - ii. Discussion and action on Planning Commission's recommendation to amend Harpers Ferry Ordinance Article 13 to define the existing third zoning category.
 - iii. Discussion and action regarding the installation of turtle crossing signage on Henry Clay Street.
- f. Parks and Recreation Commission.
 - i. Parks and Recreation Commission report.
 - ii. Discussion and action regarding access to the Town's social media.
- g. Internal Operations Committee.
 - i. General report.
- h. Water Commission.
 - i. General report from Public Works Administrator.
 - ii. General report from Water Commission.
- i. Dark Skies Committee.
 - i. Discussion only regarding an update from the Dark Skies Committee.

6. Unfinished business.

- a. Discussion and action regarding engineer's proposal for repairs to Henry Clay Street.

7. New business.

- a. Discussion and action regarding the negotiations of the Post Office lease renewal.
- b. Discussion and action regarding seat expiration dates for Commissions.
- c. Discussion and action regarding developing a plan to have all Town-owned streets surveyed.
- d. Discussion and action regarding establishing a plan to repurpose and fund modification to the first-floor vacant space at the Town Hall.
- e. Discussion and action regarding waiver of Zoning Compliance Permit Application fee.

Adjournment.

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