

CORPORATION OF HARPERS FERRY
Town Council
AGENDA

Regular Meeting **Monday, 8 December 2025** **7:00 p.m.**
Town Hall • 1000 Washington Street, 2nd Floor, Harpers Ferry, West Virginia 25425

Call to order and Pledge of Allegiance.

Approval of agenda.

Public comments on agenda items only.

- 1. Mayor's announcements.**
- 2. Recorder's comments and updates.**
- 3. Community announcements.**
 - a. Hilltop Hotel.
 - b. National Park Service.
 - c. Other.
- 4. Approval of minutes.**
 - a. Regular Council meetings: 13 October 2025, 10 November 2025.
 - b. Special Council meeting: 21 October 2025.
- 5. Town reports.**
 - a. Dark Skies Committee.
 - i. Discussion and action regarding recommendations for a Dark Skies ordinance.
 - b. Treasurer's reports and approvals.
 - i. Review and approval of financial reports: September 2025.
 - ii. Approval of invoices and purchases.
 - c. Budget and Finance Committee.
 - i. Discussion and action regarding WDA grant and approval of Resolution #13 and change order #4.
 - ii. Discussion and action regarding the water meter CDS project.
 - iii. Discussion and action regarding the update of CDS funding for future years.
 - iv. Discussion and action regarding maintenance of mains contracting.
 - v. Discussion and action regarding FY 2026 Water Works Budget Revision 1.
 - vi. Discussion and action regarding monthly invoice review.
 - vii. Discussion and action regarding purchase of street signs.
 - viii. Discussion and action regarding annual State-mandated audit.
 - ix. Discussion and action regarding FY 2026 General Fund Revision 4.
 - x. Discussion only regarding Alpha Engineering proposals update for Henry Clay Street and capital improvement financing.

- xi. Discussion and action regarding Town permit fees.
- xii. Discussion and action regarding Town logo, website project, and press release.
- d. Water Commission.
 - i. General report from the Public Works Administrator.
 - ii. Water Commission report.
 - iii. Discussion and action on Class I Water Operator job description.
- e. Planning Commission.
 - i. Planning Commission report.
 - ii. Discussion and action regarding appointments to the Planning Commission.
 - iii. Discussion and action regarding “No Parking Here to Corner” distances on Washington Street.
- f. Parks and Recreation Commission.
 - i. Discussion and action regarding appointments to the Parks and Recreation Commission.
- g. Ordinance Review Committee.
 - i. Ordinance Review Committee report.
 - ii. Discussion and action regarding first reading for approval of Ordinance 2025-06 Revocation of Snow Removal, removing section 909.04 from the Town ordinances.
- h. Internal Office Operations.
 - i. General report.
- i. Human Rights Commission.
 - i. Discussion and action regarding the Human Rights Commission and member appointment.

6. Unfinished business.

- a. Discussion and action regarding Population Trends Committee’s six-month study period.
- b. Discussion and action regarding establishing a third zoning category.

7. New business.

- a. Discussion and action regarding adopting a conflict-of-interest policy and procedures.
- b. Discussion and action regarding adopting the 2026 employee holiday schedule.
- c. Discussion and action regarding parking in Town for safety.
- d. Discussion and action regarding Article 1312.02.
- e. Discussion and action regarding potential acquisition of additional vintage radial-wave light fixtures.
- f. Discussion and action regarding the Post Office lease renewal agreement. (*This item may require executive session.*)
- g. Discussion and action regarding employee personnel issues. (*This item may require executive session.*)

Adjournment.