

Corporation of Harpers Ferry

Outdoor Lighting Policy and Guidelines

1. Purpose of Outdoor Lighting Ordinance

The purpose of this Ordinance is to provide regulations for outdoor lighting that will:

- (a) Minimize light pollution, light trespass, glare, and skyglow;
- (b) Ensure adequate lighting for night-time safety, utility, security, productivity, enjoyment, and commerce;
- (c) Promote historically-appropriate, energy efficient lighting practices and systems;
- (d) Help protect the natural environment from adverse effects of night lighting;
- (e) Safeguard the nighttime aesthetics of Harpers Ferry, including preservation of the night sky for astronomy, astrotourism, and sensitivity to night sky heritage; and
- (f) Apply policies and procedures promoted by professional lighting organizations such as DarkSky International (DSI), Leadership in Energy and Environmental Design (LEED), the Illuminating Engineering Society of North America (IESNA), and the Illuminating Engineering Society (IES) to achieve lighting goals.

The town shall also endeavor to cooperate with neighboring jurisdictions to achieve these purposes.

2. Applicability

The general policy is for the minimum amount of lighting necessary to be used in a uniform and equitable manner throughout the town, on both public and private property.

Except as described below, all outdoor lighting installed after the passage date of this Ordinance shall comply with these requirements. This includes but is not limited to new lighting and replacement lighting, whether attached to structures, poles, the earth, or any other location, including lighting installed by any third party.

3. Lighting Guidelines

(a) Lighting Zones

- (1) Lighting zones are not currently in effect, but may be adopted in the future.

(b) Illumination Levels

- (1) Illumination levels shall be appropriate to the application. Illumination levels shall not be greater than is reasonably necessary for its purpose, in order to minimize light trespass and glare.

(c) Lighting Control

- (1) All lighting shall be located, aimed, designed, shielded, and maintained so as not to present a hazard to drivers or pedestrians by impairing their ability to safely travel and so as not to create a nuisance by projecting or reflecting objectionable light onto a neighboring use or property.
- (2) The illumination projected from any use onto a residential or wooded property shall not exceed 0.1 footcandle, measured line-of-sight and from any point on the receiving residential property.

- (3) The illumination projected from any property onto a non-residential or non-wooded property shall not exceed 1.0 footcandle, measured line-of-sight from any point on the receiving property.
- (4) Vegetation screens shall not serve as the primary means for controlling glare. Glare control shall be achieved primarily using such means as fixture location, aiming, design, shielding, and illumination level.
- (d) Total Site Lumen Limit for New Builds or Renovations Involving Significant Light Changes
 - (1) The total installed initial luminaire lumens of all outdoor lighting shall not exceed the total site lumen limit. The total site lumen limit shall be determined using either the Parking Space Method (Table A) or the Hardscape Area Method (Table B). Only one method shall be used per permit application, and for sites with existing lighting, existing lighting shall be included in the calculation of total installed lumens.
 - (2) The total installed initial luminaire lumens are calculated as the sum of the initial luminaire lumens for all luminaires.
 - (3) The total lumens for outdoor lighting shall not exceed 25 lumens/square foot for each land lot.

PRESCRIPTIVE METHOD EXAMPLE - COMPLIANCE CHART			
<i>Lamp Descriptions</i>	<i>QTY</i>	<i>Initial Luminaire Lumens</i>	<i>Total</i>
70 W Metal Halide	8	3,920	31,360
150 W Metal Halide	20	9,600	192,000
18 W LED	24	1,020	24,480
TOTAL INITIAL LUMINAIRE LUMENS			247,840
SITE ALLOWED TOTAL INITIAL LUMENS*			250,000
PROJECT IS COMPLIANT?			YES

* Listed below is the method of determining the allowed total initial lumen for non-residential outdoor lighting using the hardscape areamethod. (Table B).

SITE ALLOWED TOTAL INITIAL LUMENS	
<i>Site Description</i>	Light Commercial
<i>Lighting Zone</i>	LZ-2
<i>Hardscape Area (SF)</i>	100,000
<i>Allowed Lumens per SF of Hardscape (Table B)</i>	2.5
<i>Site Allowed Total Initial Lumens (lumens per SF X hardscape area)</i>	250,000

(e) Lamps

- (1) Fixtures shall be of a type and design appropriate to the lighting application.
- (2) For the lighting of predominantly horizontal surfaces, such as roadways, sidewalks, parking lots, and building entrances, fixtures shall be fully-shielded and aimed straight down, light is no more than 10 degrees from the nadir.
- (3) For the lighting of predominantly non-horizontal surfaces where downward, fully-shielded fixtures are impractical (e.g., facades, landscaping, monuments), fixtures shall be located, aimed, and shielded to avoid lighting nuisances and hazards and limit impacts on the night sky.
- (4) Fixtures with the DarkSky International's (DSI) seal of approval are preferred and strongly encouraged. Timers and/or motion sensors are highly recommended. Light sources shall have a "warm" correlated color temperature (CCT) at or below 3000K, Higher CCTs include more blue light which has a negative impact on glare, human health, and the night sky.

(f) Municipal Streets, Sidewalks, Walkways, and Crosswalks

- (1) The town's municipal light fixtures enable safe walking along its primary corridors and residential areas, and enhance safety at intersections and crosswalks. The town's current "radial wave" fixtures shall be maintained, and additional radial wave fixtures may be installed as deemed necessary and prudent. All fixtures shall be equipped with DarkSky compliant LED bulbs that mimic the diffuse-light characteristics of the fixtures' legacy incandescent bulbs to the greatest extent possible, within the framework of this Ordinance.
- (2) Other types of fixtures may be considered in the future. Any such fixtures must conform with this Ordinance's standards, as well as the town's historical guidelines.

(g) Municipal Buildings and Property

- (1) Light fixtures and bulbs attached to or illuminating areas around municipal buildings, and on municipal properties, shall be brought into compliance with the standards herein within four years of the passage of this ordinance. This includes but is not limited to the Town Hall/Post Office complex, and properties owned by the town through the Harpers Ferry Water Works or any other holding.

4. Lighting Prohibitions

The following types of outdoor lighting are specifically prohibited:

- (a) Lighting that could reasonably be confused for a traffic control device.
- (b) Lighting that is oriented upward, except as otherwise provided for in this ordinance.
- (c) Search lights, laser source lights, or any similar high intensity lights unless otherwise exempt.
- (d) Blinking, flashing, moving, flickering, changing intensity, changing color lights not otherwise permitted in this ordinance.
- (e) Any unshielded bulb, unless otherwise exempted.
- (f) A suspended string of lights with individual lamps larger than 15 lumens, unless otherwise exempted.
- (g) Any lighting fixture or device that is operated in such a manner as to constitute a hazard or danger to persons, or to safe vehicular operation.

- (h) Unshielded accent building mounted luminous tube lighting (such as neon, LED, fluorescent or other similar technology).
- (i) Flood lights.
- (j) Internally illuminated wall panels.
- (k) Lighting of any angled building surface (e.g., roof pitch), unless otherwise exempted.

5. Exemptions

- (a) Lighting within public right-of-way or easement for the principal purpose of illuminating streets or roads is exempted from the standards herein, except as noted in the Municipal Streets, Sidewalks, Walkways, and Crosswalks section of this Ordinance.
- (b) The following conditions are exempted from the standards set forth in this subsection, provided that they do not constitute a public safety concern or create a nuisance, and are maintained in a safe condition.
 - (1) No exemption shall apply to any lighting within the public right of way or easement when the purpose of the luminaire is to illuminate areas outside the public right of way or easement, unless specified in this ordinance.
 - (2) Repairs to existing matching luminaires not exceeding 25% of total installed luminaires.
 - (3) Temporary lighting for theatrical, television, performance areas and permitted construction sites.
 - (4) Seasonal lighting displays or very low luminosity lighting displays using multiple lamps.
 - (5) Lighting that is only used under emergency conditions.
 - (6) Lighting fixtures of a historical nature, when compliance with these standards conflicts with the town's historical guidelines.
 - (7) Low voltage landscape lighting, but such lighting should be shielded in such a way as to eliminate glare and light trespass.
 - (8) Lighting required by federal, state, territorial, commonwealth or provincial laws or regulations.

6. Environmental

Harpers Ferry is home to a number of plant and animal species which rely on regular day-night lighting cycles for healthy growth, natural balance, and migratory navigation. This includes a number of nocturnal species present in both the corporation and the national park. In order to protect and preserve the natural cycles of wildlife and plants, artificial lighting that shines into heavily wooded or conservation areas is discouraged. Nighttime lighting throughout public lands, including national park land, should be kept at minimum levels necessary to promote public safety while limiting any excess illumination, glare, or light trespass into the natural world. Current and future hiking and walking trails in wooded or conservation areas should not include artificial illumination.

7. Lighting Plan

New construction and permitted renovations involving significant lighting changes.

- (a) For all new construction an exterior lighting plan is required prior to the issuing of a building permit. The lighting plan must be reviewed by the Ordinance Compliance Officer (OCO) and by the Planning Commission and Dark Skies Committee as appropriate. Inclusion of any prohibited lighting fixtures will result in rejection of the proposed lighting plan. The lighting plan must include the following elements:
- (1) Key legend to the proposed lighting that provides the following information:
 - A. The type and number of luminaire equipment (fixtures), including the “cut off characteristics”, indicating manufacturer and model number(s).
 - B. Lamp source type (bulb type, e.g., high pressure sodium), lumen output, and wattage.
 - C. Mounting height with distance noted to the nearest property line for each luminaire.
 - D. Types of timing devices used to control the hours set for illumination, as well as the proposed hours when each fixture will be operated.
 - E. Total lumens for each fixture, and total square footage of areas to be illuminated.
 - F. Lighting manufacturer-supplied specifications ("cut sheets") that include photographs of the fixtures, indicating the certified "cut off characteristics" of the fixture.
 - (2) Foot-candle distribution, plotting the light levels in foot-candles on the ground, at the designated mounting heights for the proposed fixtures. Maximum luminance levels should be expressed in foot-candle measurements on a grid of the site showing foot-candle readings in every five or ten-foot square. The grid shall include light contributions from all sources (e.g., pole mounted, wall mounted, Sign, and Street lights) and shall show foot-candle renderings five feet beyond the property lines.
 - (3) If requested by the Board of Zoning Appeals, Planning Commission, or Dark Skies Committee, an environmental impact statement regarding the impact of the exterior lighting proposed on flora, fauna, and the night sky.

8. Enforcement

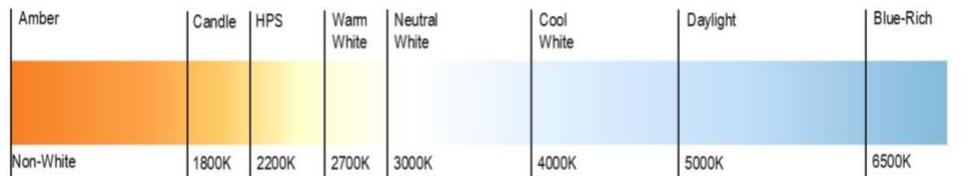
- (a) It shall be unlawful to install or operate an outdoor light fixture in violation of this ordinance.
- (b) The Ordinance Compliance Officer (OCO) is authorized to enforce the provisions of this ordinance.
- (c) If, after investigation, the Ordinance Compliance Officer (OCO) finds that any provision of this ordinance is being violated, the OCO shall give written notice by hand delivery or certified mail demanding that violation be abated within 30 calendar days of the dated notification.
- (d) Following an 18-month period after the enactment of this ordinance, if the violation is not abated within the 30-calendar day period, the OCO shall impose the following fines:
 - (1) \$100 for first offense
 - (2) \$300 for second offense or if first offense has not been corrected within 60 calendar days.
 - (3) \$500 for third offense, or if offense is not been corrected within 90 calendar days

9. GLOSSARY TERMS

Candela – The metric unit luminous intensity (that is, power emitted by a light source in a particular direction, with wavelengths weighted by the luminosity function, a standardized model of the sensitivity of the human eye)

Clutter – bright, confusing, and excessive groupings of light sources

CCT (correlated color temperature) - The measured color appearance of light emitted by a light source described using a nominal value stated in kelvins (K). Lower CCTs (1800 K to 2200 K) appear very warm or amber. Medium CCTs (2700 K to 3000 K) appear “warm white,” similar to standard incandescent bulbs. High CCTs (4000 K and higher) appear “cool white” or “blue.”



Direct glare – Glare resulting from high luminances or insufficiently shielded light sources in the field of view. It is usually associated with bright areas, such as luminaires, ceilings, and windows that are outside the visual task or region being viewed. A direct glare source can also affect performance by distracting attention

Directional lighting – Lighting provided on the workplane or on an object. Light that is predominantly from a preferred direction

Fixture – see luminaire

Flood lamp – a form of lighting designed to direct its output in a specific direction with a reflector formed from the glass envelope of the lamp itself. Such lamps are so designated by the manufacturers and are typically used in residential outdoor area lighting

Flood light – a form of lighting designed to direct its output in a diffuse, more or less specific direction, with reflecting or refracting elements located external to the lamp. These lights are prohibited in the Corporation of Harpers Ferry

Footcandle (FC) – a quantitative unit measuring the amount of light (illumination) falling onto a given point. One footcandle equals one lumen per square foot

Fully shielded – a light fixture constructed, installed and maintained in such a manner that all light emitted from the fixture, either directly from the lamp or a diffusing element, or indirectly by reflection or refraction from any part of the fixture, is projected below the horizontal plane through the fixtures lowest light emitting part

Glare – the effect produced by a light source within the visual field that is sufficiently brighter than the level to which the eyes are adapted, to cause annoyance, discomfort, or loss of visual performance and ability

Horizontal footcandles – a quantity of illumination (footcandle(s)) at a given point that is measured or calculated at a specified height in a plane parallel to the line of sight when looking at the brightest light source in the field of view

Illuminance – the amount of light (luminous flux incident) at a point on a surface (measured in lux or footcandles)

Lamp – the device in a lighting fixture that provides illumination, typically a bulb, florescent tube, or light emitting diode (LED)

Light pollution – the excessive or inappropriate use of artificial light outdoors

Light source – the element of a lighting fixture that is the point of origin of the lumens emitted by the fixture

Light trespass – unwanted spillage of artificial light from one property onto another light which causes annoyance, discomfort, distraction, or a reduction in visibility

Line of sight – a straight line along which an observer has unobstructed vision

Low luminosity lighting – lighting fixtures whose lumen output does not exceed 1,000 lumens. See also Very low luminosity lighting

Low level decorative lighting – lighting fixtures whose lumen output does not exceed 60 lumens

Low voltage lighting – lighting equipment powered through a transformer such as a cable conductor that lowers the voltage supplied to the luminaires to 25v or less

Lumen – a quantitative unit used to identify the amount of light emitted by a light source. A lamp is generally rated in lumens

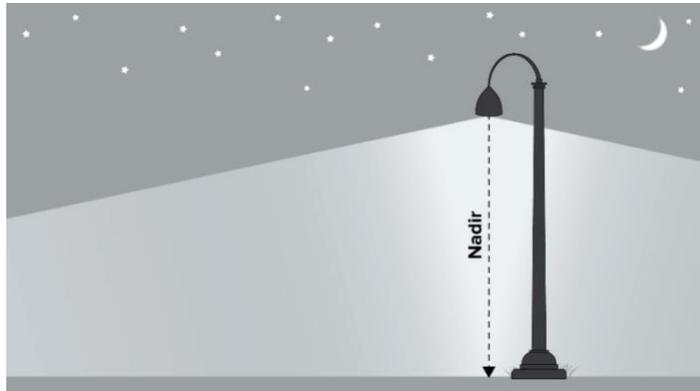
Luminaire (light fixture) – a complete lighting unit consisting of a lamp or lamps and ballast(s) (when applicable) together with the parts designed to distribute the light, to position and protect the lamps, and to connect the lamps to the power supply

Lux – a unit of illuminance. One lux equals one lumen per square meter. One footcandle equals 10.76 lux (often rounded to 10 lux for ease of use)

Maintained footcandles – luminance of lighting fixtures adjusted for a maintenance factor accounting for dirt build-up and lamp output depreciation. The maintenance factor

used in the design process to account for this depreciation cannot be lower than 0.72 for high-pressure sodium and 0.64 for metal halide and mercury vapor

Nadir - A downward vertical vector directly beneath a luminaire, opposite to zenith.



Outdoor display area – areas used to show products, merchandize, or other items for evaluation (e.g., cars, RVs, boats, etc.)

Outdoor performance area – an area permanently dedicated to the public presentation of music, dance, theater, media arts, storytelling, oratory, or other performing arts, whether publicly or privately owned, including but not limited to amphitheatres and similar open or semi-enclosed structure

Post mounted decorative fixtures – luminaires/fixtures that are mounted on a post (typically a 20-foot mounting height or less) and are decorative in style and appearance

Right-of-way – a strip of land acquired by reservation, dedication, prescription, or condemnation and intended to be occupied by a street, trail, waterline, sanitary sewer, or other public utilities or facilities

Seasonal lighting – holiday/temporary lighting displays to be utilized less than 30 days in any one year

Shield – a device that is attached onto or inserted into a luminaire to alter the direction of light being emitted. A luminaire that has a shield attached or inserted is considered to be "shielded"

Skyglow – brightening of the night sky over inhabited areas

Street light – a luminaire that is used to light a street or roadway

Top shield – a shield that is attached onto the top part of the luminaire or inserted into a luminaire to reduce/prevent uplight

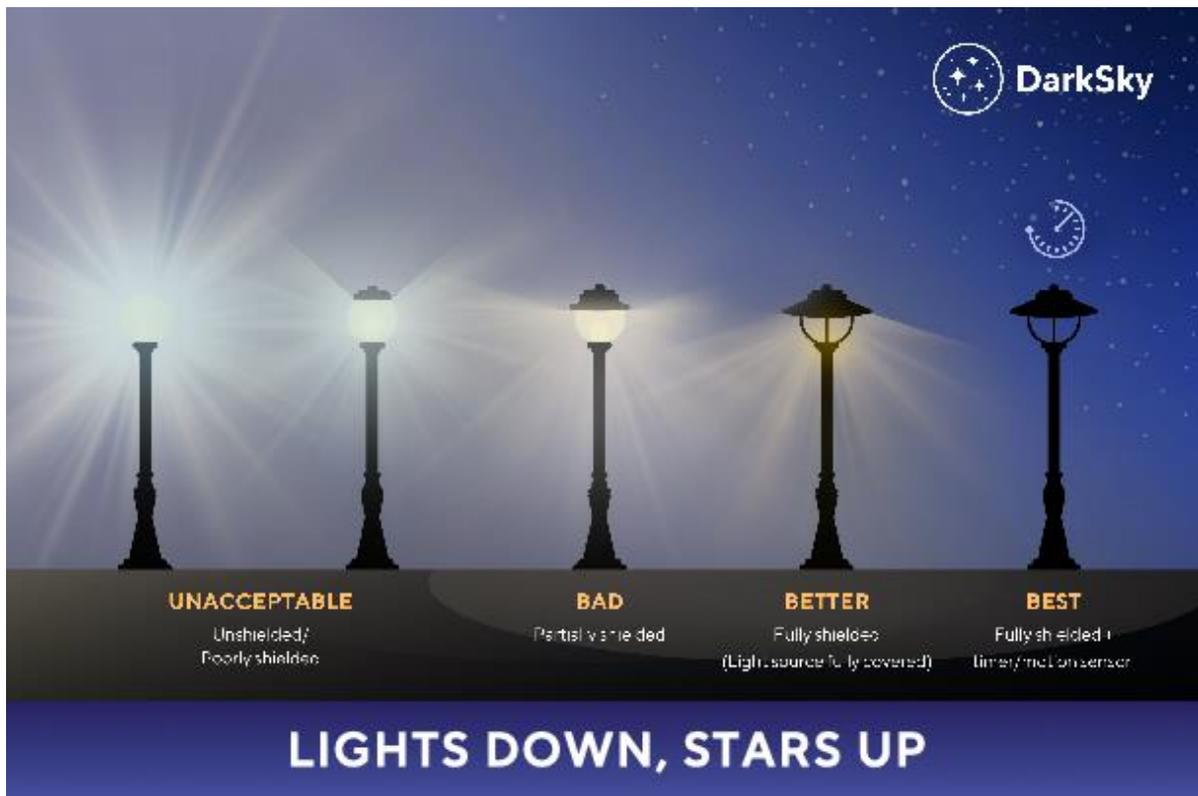
Uplight – the portion of luminous flux (light) from a luminaire emitted at angles above the horizontal

Vertical footcandles – a quantity of illumination (footcandle(s)) at a given point that is measured or calculated at a specified height in a plane perpendicular to the line of sight when looking at the brightest light source in the field of view

Very low luminosity lighting – temporary, seasonal, or permanent lighting fixtures whose luminosity does not exceed 15 lumens. See also low luminosity lighting

Wall-mounted fixture – a luminaire/fixture that is typically mounted on or attached to a wall, column or building surface

10. APPENDIX



Corp. of Harpers Ferry
Profit & Loss Detail (General, Excluding Water & Coal)
January 2026

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Ordinary Income/Expense									
Income									
General									
301-01 · Property Tax Current Year									
Deposit	01/05/2026	11997	Sheriff of Jefferso...	Property tax ...	General		001 General ...	1,170.70	1,170.70
Total 301-01 · Property Tax Current Year								1,170.70	1,170.70
304 · Excise Tax on Utilities									
Deposit	01/27/2026		State of WV	DEc collecti...	General		001 General ...	1.12	1.12
Total 304 · Excise Tax on Utilities								1.12	1.12
305 · Business and Occupation Tax									
Deposit	01/05/2026	1264	Point of View	FY 2025 Q1 ...	General		001 General ...	35.19	35.19
Deposit	01/06/2026	3712	Vintage Lady (The)	FY 2026 Q2 ...	General		001 General ...	370.43	405.62
Deposit	01/06/2026	1213	Village Shop (The)	FY 2026 Q2 ...	General		001 General ...	111.99	517.61
Deposit	01/06/2026	1245	Rental - Wheeless...	FY 2026 Q2 ...	General		001 General ...	15.00	532.61
Deposit	01/08/2026	1431	Bed and Biskit	FY 2026 Q2 ...	General		001 General ...	60.19	592.80
Deposit	01/08/2026	1432	Bed and Biskit	FY 2026 Q1 ...	General		001 General ...	300.95	893.75
Deposit	01/08/2026	5257	186-196 High Stre...	FY 2026 Q2 ...	General		001 General ...	136.95	1,030.70
Deposit	01/08/2026	5256	Lookout Inn	FY 2026 Q1 ...	General		001 General ...	36.00	1,066.70
Deposit	01/08/2026	5255	Mountainside Lodge	FY 2026 Q1 ...	General		001 General ...	115.05	1,181.75
Deposit	01/08/2026	5256	Rabbit Hole, The	FY 2026 Q2 ...	General		001 General ...	3,368.82	4,550.57
Deposit	01/08/2026	243	St. John's	FY 2026 Q1 ...	General		001 General ...	124.00	4,674.57
Deposit	01/08/2026	1506	Rockhaven Services	FY 2026 Q2 ...	General		001 General ...	231.00	4,905.57
Deposit	01/08/2026	2958	The Country Cabi...	FY 2026 Q2 ...	General		001 General ...	37.00	4,942.57
Deposit	01/08/2026	859	Country Lane Cott...	FY 2026 Q2 ...	General		001 General ...	27.00	4,969.57
Deposit	01/11/2026		Four Shepherds E...	FY 2026 Q2 ...	General		002 WVGOP...	11.00	4,980.57
Deposit	01/12/2026	791	Tessoterica	FY 2026 B&...	General		001 General ...	339.50	5,320.07
Deposit	01/13/2026	417058	Schenck Foods	FY 2026 Q2 ...	General		001 General ...	139.88	5,459.95
Deposit	01/13/2026	2075	Comstock Plumbi...	FY 2026 Q2 ...	General		001 General ...	321.55	5,781.50
Deposit	01/14/2026	2316	Bolivar Bread Bak...	FY 2026 Q2 ...	General		001 General ...	1,137.45	6,918.95
Deposit	01/14/2026	153	Epigram Coffee	FY 2026 Q2 ...	General		001 General ...	333.21	7,252.16
Deposit	01/14/2026		Antietam Tree Ser...	FY 2026 Q1 ...	General		002 WVGOP...	178.62	7,430.78
Deposit	01/15/2026		Merry Maids	FY 2026 Q2 ...	General		002 WVGOP...	81.30	7,512.08
Deposit	01/15/2026		Vivant, Inc	FY 2026 Q2 ...	General		002 WVGOP...	160.69	7,672.77
Deposit	01/15/2026		SWAN Hilltop LLC	FY 2026 Q2 ...	General		002 WVGOP...	1,043.20	8,715.97
Deposit	01/16/2026		Southern' States	FY 2026 Q2 ...	General		002 WVGOP...	4.82	8,720.79
Deposit	01/16/2026		Charles Town Plu...	FY 2026 Q2 ...	General		002 WVGOP...	32.12	8,752.91
Deposit	01/20/2026	64968	Long & Foster Re...	FY 2026 Q2 ...	General		001 General ...	289.35	9,042.26
Deposit	01/20/2026	1062...	Coca-Cola	FY 2026 Q2 ...	General		001 General ...	55.64	9,097.90
Deposit	01/20/2026	38068	Holtzman Oil Corp.	FY 2026 Q2 ...	General		001 General ...	49.42	9,147.32
Deposit	01/20/2026	30629	Surebets Services...	FY 2026 Q2 ...	General		001 General ...	0.99	9,148.31
Deposit	01/20/2026	7840	Andrew Mosholder...	FY 2026 Q2 ...	General		001 General ...	300.00	9,448.31
Deposit	01/20/2026	8740	Air Filter Services ...	FY 2026 Q2 ...	General		001 General ...	13.99	9,462.30
Deposit	01/20/2026	1153	Appalachian Cha...	FY 2026 Q2 ...	General		001 General ...	91.78	9,554.08
Deposit	01/20/2026	61586	Loudoun Valley R...	FY 2026 Q2 ...	General		001 General ...	498.44	10,052.52
Deposit	01/20/2026		Wildwood Services	FY 2026 Q2 ...	General		001 General ...	11.66	10,064.18
Deposit	01/20/2026	22430	Apple Valley Waste	FY 2026 Q2 ...	General		001 General ...	323.24	10,387.42
Deposit	01/20/2026	4128	Blue Maple LLC	FY 2026 Q2 ...	General		001 General ...	80.19	10,467.61
Deposit	01/20/2026	1667...	Comcast of CA/M...	FY 2026 Q2 ...	General		001 General ...	730.80	11,198.41
Deposit	01/20/2026	1667...	Comcast Broadba...	FY 2026 Q2 ...	General		001 General ...	6.98	11,205.39
Deposit	01/20/2026	1002...	Sysco Food Servic...	FY 2026 Q2 ...	General		001 General ...	274.96	11,480.35
Deposit	01/20/2026		Reddy Ice	FY 2026 Q2 ...	General		002 WVGOP...	4.57	11,484.92
Deposit	01/21/2026	2053...	Blossman Propan...	FY 2026 Q2 ...	General		001 General ...	95.78	11,580.70
Deposit	01/21/2026	1750	Mary Adams'	FY 2026 Q2 ...	General		001 General ...	522.97	12,103.67
Deposit	01/21/2026	01	Between the River...	FY 2026 Q2 ...	General		001 General ...	51.95	12,155.62
Deposit	01/21/2026		DGE, LLC	FY 2026 Q2 ...	General		002 WVGOP...	49.00	12,204.62
Deposit	01/22/2026	8938	Countertop Solutio...	FY 2026Q2 ...	General		001 General ...	71.85	12,276.47
Deposit	01/22/2026	1207	Machrie Managem...	FY 2026 Q2 ...	General		001 General ...	153.00	12,429.47
Deposit	01/22/2026		US Foods	FY 2026 Q2 ...	General		002 WVGOP...	115.55	12,545.02
Deposit	01/27/2026		Thompson Gas & ...	FY 2026 Q2 ...	General		002 WVGOP...	78.77	12,623.79
Deposit	01/28/2026	6371...	KCI Technologies	FY 2026 Q2 ...	General		001 General ...	1.32	12,625.11
Deposit	01/28/2026	4600	Valley Energy Co...	FY 2026 Q2 ...	General		001 General ...	36.18	12,661.29
Deposit	01/28/2026	1009	Deneaux Design	FY 2026 Q2 ...	General		001 General ...	117.58	12,778.87
Deposit	01/28/2026	1064	La Soledad Guest ...	FY 2026 Q2 ...	General		001 General ...	269.94	13,048.81
Deposit	01/28/2026	1169	Trouvaille	FY 2026 Q2 ...	General		001 General ...	147.46	13,196.27
Deposit	01/28/2026	5257	Rankin Painting	FY 2026 Q2 ...	General		001 General ...	10.00	13,206.27
Deposit	01/28/2026	2495	Ievegeni Iwanytsia	FY 2026 Q2 ...	General		001 General ...	69.00	13,275.27
Deposit	01/28/2026	2129	Viking Tree Service	FY 2026 Q2 ...	General		001 General ...	62.50	13,337.77
Deposit	01/28/2026	3910...	Automotive Rental...	FY 2026 Q2 ...	General		001 General ...	0.47	13,338.24
Deposit	01/28/2026	243833	PELLA MidAtlantic	FY 2026 Q2 ...	General		001 General ...	667.94	14,006.18
Deposit	01/28/2026	1340	Crestar Realty	FY 2026 Q2 ...	General		001 General ...	51.17	14,057.35
Deposit	01/28/2026	2826	Outfitter at Harper...	FY 0226 Q2 ...	General		001 General ...	796.30	14,853.65
Deposit	01/28/2026	1131	Carrot Top Cottage	FY 2026 Q2 ...	General		001 General ...	226.06	15,079.71
Deposit	01/28/2026	1132	Harpers Ferry Gue...	FY 2026 Q2 ...	General		001 General ...	397.26	15,476.97
Deposit	01/28/2026	1062	Sawyer Capital Re...	FY 2026 Q2 ...	General		001 General ...	317.07	15,794.04
Deposit	01/28/2026		491 Washington S...	FY 2026 Q2 ...	General		002 WVGOP...	165.94	15,959.98

Corp. of Harpers Ferry
Profit & Loss Detail (General, Excluding Water & Coal)
January 2026

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Deposit	01/29/2026		Love Piano Studio	FY 2026 Q2 ...	General		002 WVGOP...	10.80	15,970.78
Deposit	01/31/2026		Tenfold Fair Trade...	FY 2026 Q2 ...	General		002 WVGOP...	375.41	16,346.19
Total 305 · Business and Occupation Tax								16,346.19	16,346.19
306 · Liquor & Wine Tax									
Deposit	01/26/2026		State of WV	FY 2026 Q2 ...	General		001 General ...	3,340.79	3,340.79
Total 306 · Liquor & Wine Tax								3,340.79	3,340.79
307 · Animal Control Tax									
Deposit	01/14/2026	2559	Angela Banks, As...	Animal Tax ...	General		001 General ...	2.70	2.70
Total 307 · Animal Control Tax								2.70	2.70
308 · Hotel Motel									
Deposit	01/05/2026	1266	Point of View	FY 2026 Q1 ...	Hotel Oc...		Hotel Motel Tax	365.70	365.70
Deposit	01/08/2026	1505	Rockhaven Services	FY 2026 Q2 ...	Hotel Oc...		Hotel Motel Tax	125.00	490.70
Deposit	01/20/2026	3632...	HomeAway	FY 2026 Q2 ...	Hotel Oc...		Hotel Motel Tax	2,474.93	2,965.63
Deposit	01/20/2026	3635...	AirBNB	FY 2026 Q2 ...	Hotel Oc...		Hotel Motel Tax	2,321.38	5,287.01
Deposit	01/20/2026	3632...	Expedia.com	FY 2026 Q2 ...	Hotel Oc...		Hotel Motel Tax	1,504.17	6,791.18
Deposit	01/20/2026	4127	Blue Maple LLC	FY 2026 Q2 ...	Hotel Oc...		Hotel Motel Tax	400.93	7,192.11
Deposit	01/28/2026	1170	Trouville	FY 2026 Q2 ...	Hotel Oc...		Hotel Motel Tax	279.76	7,471.87
Deposit	01/28/2026	1063	La Soledad Guest ...	FY 2026 Q2 ...	Hotel Oc...		Hotel Motel Tax	280.58	7,752.45
Deposit	01/28/2026	1010	Deneaux Design	FY 2026 Q2 ...	Hotel Oc...		Hotel Motel Tax	91.00	7,843.45
Deposit	01/28/2026	1060	Sawyer Capital Re...	FY 2026 Q2 ...	Hotel Oc...		Hotel Motel Tax	283.50	8,126.95
Deposit	01/28/2026	1130	Harpers Ferry Gue...	FY 2026 Q2 ...	Hotel Oc...		Hotel Motel Tax	1,371.90	9,498.85
Deposit	01/28/2026	1129	Carrot Top Cottage	FY 2026 Q2 ...	Hotel Oc...		Hotel Motel Tax	377.20	9,876.05
Total 308 · Hotel Motel								9,876.05	9,876.05
314 · Sales Tax Revenue									
Deposit	01/28/2026		State of WV	FY 2026 Q2 ...	General		001 General ...	88,761.73	88,761.73
Total 314 · Sales Tax Revenue								88,761.73	88,761.73
320 · Fines, Fees & Court Cost									
Deposit	01/03/2026			Tickets	Police		002 WVGOP...	175.00	175.00
Deposit	01/05/2026			Tickets	Police		002 WVGOP...	175.00	350.00
Deposit	01/06/2026			Tickets	Police		002 WVGOP...	350.00	700.00
Deposit	01/07/2026			Tickets	Police		002 WVGOP...	175.00	875.00
Deposit	01/08/2026			Tickets	Police		002 WVGOP...	350.00	1,225.00
Deposit	01/09/2026			Tickets	Police		002 WVGOP...	175.00	1,400.00
Deposit	01/10/2026			Tickets	Police		002 WVGOP...	175.00	1,575.00
Deposit	01/14/2026			Tickets	Police		002 WVGOP...	350.00	1,925.00
Deposit	01/16/2026			Tickets	Police		General Cour...	175.00	2,100.00
Deposit	01/29/2026			Tickets	Police		002 WVGOP...	175.00	2,275.00
Total 320 · Fines, Fees & Court Cost								2,275.00	2,275.00
320 399 · Police Department Rev Sources									
321 Parking Violations									
Deposit	01/02/2026			Tickets	General		002 WVGOP...	50.00	50.00
Deposit	01/03/2026			Tickets	General		002 WVGOP...	70.00	120.00
Deposit	01/04/2026			Tickets	General		002 WVGOP...	20.00	140.00
Deposit	01/05/2026			Tickets	General		002 WVGOP...	70.00	210.00
Deposit	01/06/2026			Tickets	General		002 WVGOP...	180.00	390.00
Deposit	01/06/2026			Tickets	General		General Cour...	110.00	500.00
Deposit	01/07/2026			Tickets	General		002 WVGOP...	20.00	520.00
Deposit	01/08/2026			Tickets	General		002 WVGOP...	62.00	582.00
Deposit	01/10/2026			Tickets	General		002 WVGOP...	30.00	612.00
Deposit	01/12/2026			Tickets	General		002 WVGOP...	20.00	632.00
Deposit	01/13/2026			Tickets	General		002 WVGOP...	30.00	662.00
Deposit	01/14/2026			Tickets	General		002 WVGOP...	80.00	742.00
Deposit	01/16/2026			Tickets	General		General Cour...	30.00	772.00
Deposit	01/20/2026			Tickets	General		002 WVGOP...	30.00	802.00
Deposit	01/21/2026			Tickets	General		002 WVGOP...	46.00	848.00
Deposit	01/22/2026			Tickets	General		002 WVGOP...	32.00	880.00
Deposit	01/23/2026			Tickets	General		002 WVGOP...	140.00	1,020.00
Deposit	01/25/2026			Tickets	General		002 WVGOP...	20.00	1,040.00
Deposit	01/29/2026			Tickets	General		002 WVGOP...	60.00	1,100.00
Deposit	01/31/2026			Tickets	General		002 WVGOP...	50.00	1,150.00
Total 321 Parking Violations								1,150.00	1,150.00

Corp. of Harpers Ferry
Profit & Loss Detail (General, Excluding Water & Coal)
January 2026

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
380 P - Interest									
Deposit	01/31/2026			Interest	Police		HF/Bolivar Dr...	0.67	0.67
Deposit	01/31/2026			Interest	Police		Police Equipt ...	4.01	4.68
Deposit	01/31/2026			Interest	Police		General Cour...	20.29	24.97
Total 380 P - Interest								24.97	24.97
Total 320_399 - Police Department Rev Sources								1,174.97	1,174.97
325 - Licenses									
Deposit	01/05/2026	1622	M.E. Flow	FY 2026 Bu...	General		001 General ...	25.00	25.00
Total 325 - Licenses								25.00	25.00
326 - Building Permit Fees									
Check	01/20/2026	16993	Matt Parsons	Refund ZCP...	General		001 General ...	-2,425.00	-2,425.00
Total 326 - Building Permit Fees								-2,425.00	-2,425.00
327 - Miscellaneous Permits (Parking)									
Deposit	01/05/2026		Nina Andrea	2026 Parkin...	General		001 General ...	10.00	10.00
Deposit	01/05/2026		Matthew Nosco	2026 Parkin...	General		001 General ...	15.00	25.00
Deposit	01/06/2026		Steven Leckie	2026 Parkin...	General		001 General ...	20.00	45.00
Deposit	01/06/2026		Guiney, David	2026 Parkin...	General		001 General ...	25.00	70.00
Deposit	01/06/2026	5484	Heidi Simmons	2026 Parkin...	General		001 General ...	40.00	110.00
Deposit	01/06/2026		Szymanski, Frances	2026 Parkin...	General		001 General ...	15.00	125.00
Deposit	01/06/2026		Adam Hutton	2026 Parkin...	General		001 General ...	25.00	150.00
Deposit	01/08/2026	1516	George Owens	2026 Parkin...	General		001 General ...	15.00	165.00
Deposit	01/12/2026	2370	Thomas & Amy Sp...	2026 Parkin...	General		001 General ...	25.00	190.00
Deposit	01/12/2026		Sagisi, Karen	2026 Parkin...	General		001 General ...	20.00	210.00
Deposit	01/12/2026		Hap Becker	2026 Parkin...	General		001 General ...	5.00	215.00
Deposit	01/12/2026		Love, Mary	2026 Parkin...	General		001 General ...	20.00	235.00
Deposit	01/13/2026	1060	Wayne Bishop_c	2026 Parkin...	General		001 General ...	55.00	290.00
Deposit	01/21/2026		Hutchinson, Shawn	2026 Parkin...	General		001 General ...	15.00	305.00
Total 327 - Miscellaneous Permits (Parking)								305.00	305.00
330 - IRP Fees									
Deposit	01/27/2026			DEC collecti...	General		001 General ...	4.96	4.96
Total 330 - IRP Fees								4.96	4.96
342 - Parking Meter Revenue									
342.1 Parking Meter Revenue									
Deposit	01/09/2026		Parkmobile LLC	Dec revenue	General		001 General ...	9,578.85	9,578.85
Total 342.1 Parking Meter Revenue								9,578.85	9,578.85
Total 342 - Parking Meter Revenue								9,578.85	9,578.85
345 - Rents & Concessions									
Deposit	01/05/2026	3000...	AT&T_c	Jan 2026 Re...	General		001 General ...	1,259.71	1,259.71
Deposit	01/05/2026	1500...	US Cellular	jan 2026 Re...	General		001 General ...	2,053.89	3,313.60
Deposit	01/05/2026	3247...	US Post Office	Dec 2025 R...	General		001 General ...	2,357.58	5,671.18
Total 345 - Rents & Concessions								5,671.18	5,671.18
376 - Table Gaming Income									
Deposit	01/20/2026		State of WV	Table Game...	General		001 General ...	1,137.98	1,137.98
Deposit	01/20/2026		State of WV	Greenbrier	General		001 General ...	17.53	1,155.51
Total 376 - Table Gaming Income								1,155.51	1,155.51
380 - Interest Earned on Investments									
Deposit	01/31/2026			Interest	General		Opioid Settle...	3.38	3.38
Deposit	01/31/2026			Interest	General		GRANT Oper...	0.03	3.41
Deposit	01/31/2026			Interest	Hotel Oc...		Hotel Motel Tax	21.61	25.02
Deposit	01/31/2026			Interest	Park and...		HF Parks and...	2.76	27.78
Deposit	01/31/2026			Interest	General		SWaN Escro...	114.73	142.51
Deposit	01/31/2026			Interest	General		001 General ...	344.94	487.45
Total 380 - Interest Earned on Investments								487.45	487.45

Corp. of Harpers Ferry
Profit & Loss Detail (General, Excluding Water & Coal)
January 2026

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
397 - Lottery									
Deposit	01/03/2026		State of WV	CT Races	General		001 General ...	1,368.89	1,368.89
Deposit	01/10/2026		State of WV	Ct Races	General		001 General ...	848.90	2,217.79
Deposit	01/10/2026		State of WV	CT Races	General		001 General ...	752.67	2,970.46
Deposit	01/20/2026		State of WV	CT Races	General		001 General ...	848.90	3,819.36
Deposit	01/28/2026		State of WV	video lottery ...	General		001 General ...	71.26	3,890.62
Deposit	01/28/2026		State of WV	CT Races	General		001 General ...	882.54	4,773.16
Deposit	01/30/2026		State of WV	Lottery	General		001 General ...	855.57	5,628.73
Deposit	01/31/2026		State of WV	CT RAces	General		001 General ...	696.19	6,324.92
Total 397 - Lottery								6,324.92	6,324.92
Total General								144,077.12	144,077.12
Total Income								144,077.12	144,077.12
Gross Profit								144,077.12	144,077.12
Expense									
001.760 Parking									
001.761 Parkinng Expenses									
Credit Card Cha...	01/30/2026	DEC2...	US Cellular	usage parkin...	General		P-Card	58.98	58.98
Total 001.761 Parkinng Expenses								58.98	58.98
Total 001.760 Parking								58.98	58.98
Culture & Rec Exp									
900 - Parks									
Utilities Pa									
Bill	01/01/2026	0003...	Harpers Ferry Wat...	December u...	General		20000 - Acco...	50.05	50.05
Bill	01/14/2026	1100...	Potomac Edison	December u...	General		20000 - Acco...	33.19	83.24
Total Utilities Pa								83.24	83.24
Total 900 - Parks								83.24	83.24
Total Culture & Rec Exp								83.24	83.24
001.409 - Office of Mayor									
PR Taxes Employer M									
General Journal	01/26/2026			payroll 1/26	General		001 General ...	127.50	127.50
Total PR Taxes Employer M								127.50	127.50
Salary M									
General Journal	01/26/2026			payroll 1/26	General		001 General ...	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
001.413 - Office of Treasurer									
Employee Benefits									
Check	01/08/2026	eft	PEIA	Treasurer 2...	General		Harpers Ferry...	12.00	12.00
Total Employee Benefits								12.00	12.00
Group Ins. T									
Check	01/08/2026	EFT	PEIA	Treasurer P...	General		Harpers Ferry...	827.98	827.98
Total Group Ins. T								827.98	827.98
Pension Expense T									
General Journal	01/01/2026			payroll 1/1	General		001 General ...	281.58	281.58
General Journal	01/15/2026			payroll 1/15	General		001 General ...	267.00	548.58
General Journal	01/29/2026			payroll 1/26	General		001 General ...	286.07	834.65
Total Pension Expense T								834.65	834.65
PR Taxes Employer T									
General Journal	01/01/2026			payroll 1/1	General		001 General ...	252.22	252.22
General Journal	01/15/2026			payroll 1/15	General		001 General ...	237.63	489.85
General Journal	01/29/2026			payroll 1/26	General		001 General ...	256.70	746.55
Total PR Taxes Employer T								746.55	746.55

Corp. of Harpers Ferry
Profit & Loss Detail (General, Excluding Water & Coal)
January 2026

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Salary T									
General Journal	01/01/2026			payroll 1/1	General		001 General ...	3,128.72	3,128.72
General Journal	01/15/2026			payroll 1/15	General		001 General ...	2,966.67	6,095.39
General Journal	01/29/2026			payroll 1/26	General		001 General ...	3,178.58	9,273.97
Total Salary T								9,273.97	9,273.97
Total 001.413 · Office of Treasurer								11,695.15	11,695.15
001.415 · Office of City Clerk									
Health Insurance CC									
Check	01/08/2026	EFT	PEIA	Clerk PEIA ...	General		Harpers Ferry...	827.98	827.98
Total Health Insurance CC								827.98	827.98
OPEB - General									
Check	01/08/2026	eft	PEIA	Clerk 2026 ...	General		Harpers Ferry...	12.00	12.00
Total OPEB - General								12.00	12.00
Pension Expense CC									
General Journal	01/01/2026			payroll 1/1	General		001 General ...	205.82	205.82
General Journal	01/15/2026			payroll 1/15	General		001 General ...	159.20	365.02
General Journal	01/29/2026			payroll 1/26	General		001 General ...	183.94	548.96
Total Pension Expense CC								548.96	548.96
PR Taxes Employer CC									
General Journal	01/01/2026			payroll 1/1	General		001 General ...	201.34	201.34
General Journal	01/15/2026			payroll 1/15	General		001 General ...	154.73	356.07
General Journal	01/29/2026			payroll 1/26	General		001 General ...	179.47	535.54
Total PR Taxes Employer CC								535.54	535.54
Salary CC									
General Journal	01/01/2026			payroll 1/1	General		001 General ...	2,286.91	2,286.91
General Journal	01/15/2026			payroll 1/15	General		001 General ...	1,768.92	4,055.83
General Journal	01/29/2026			payroll 1/26	General		001 General ...	2,043.78	6,099.61
Total Salary CC								6,099.61	6,099.61
Total 001.415 · Office of City Clerk								8,024.09	8,024.09
001.440 · City Hall									
Payroll Processing-C									
General Journal	01/01/2026			payroll proce...	General		001 General ...	25.42	25.42
General Journal	01/15/2026			payroll proce...	General		001 General ...	26.22	51.64
General Journal	01/26/2026			payroll proce...	General		001 General ...	58.15	109.79
General Journal	01/29/2026			payroll proce...	General		001 General ...	25.42	135.21
Total Payroll Processing-C								135.21	135.21
Contracted Services C									
Bill	01/01/2026	97062	Advantage Techno...	INV 97062 S...	General		20000 · Acco...	428.43	428.43
Total Contracted Services C								428.43	428.43
Insurance and Bonds									
Bill	01/21/2026	3717...	ENCOVA Insurance	Worker's Co...	General		20000 · Acco...	27.00	27.00
Bill	01/22/2026	2000...	Cincinnati Insuran...	Bonds - Holli...	Police		20000 · Acco...	75.00	102.00
Total Insurance and Bonds								102.00	102.00
Leased Equipment C									
Check	01/09/2026	EFT	Leaf	Copier lease...	General		001 General ...	104.50	104.50
Total Leased Equipment C								104.50	104.50
Maint & Repairs to Bldgs. C									
Bill	01/08/2026	O-11...	Oracle Elevator	INV O-1115...	General		20000 · Acco...	3,690.00	3,690.00
Total Maint & Repairs to Bldgs. C								3,690.00	3,690.00
Pension Expense C									
General Journal	01/01/2026			payroll 1/1	General		001 General ...	214.26	214.26
General Journal	01/15/2026			payroll 1/15	General		001 General ...	219.49	433.75
General Journal	01/29/2026			payroll 1/26	General		001 General ...	200.32	634.07
Total Pension Expense C								634.07	634.07

Corp. of Harpers Ferry
Profit & Loss Detail (General, Excluding Water & Coal)
January 2026

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
PR Taxes Employer C									
General Journal	01/01/2026			payroll 1/1	General		001 General ...	325.13	325.13
General Journal	01/15/2026			payroll 1/15	General		001 General ...	324.02	649.15
General Journal	01/29/2026			payroll 1/26	General		001 General ...	311.19	960.34
Total PR Taxes Employer C								960.34	960.34
Professional Services C									
Bill	01/31/2026	35964	CoxHollidayoung ...	Accounting ...	General		20000 · Acco...	2,066.67	2,066.67
Bill	01/31/2026	35965	CoxHollidayoung ...	Accounting ...	General		20000 · Acco...	1,207.91	3,274.58
Total Professional Services C								3,274.58	3,274.58
Salaries & Wages C									
General Journal	01/01/2026			payroll 1/1	General		001 General ...	3,612.67	3,612.67
General Journal	01/15/2026			payroll 1/15	General		001 General ...	3,600.33	7,213.00
General Journal	01/29/2026			payroll 1/26	General		001 General ...	3,457.83	10,670.83
Total Salaries & Wages C								10,670.83	10,670.83
Telephone C									
Bill	01/12/2026	0126	Frontier	Telephone 2...	General		20000 · Acco...	210.69	210.69
Bill	01/20/2026	0730...	Frontier	Jan usage	General		20000 · Acco...	76.84	287.53
Bill	01/25/2026	8299...	Comcast Internet	Internet 202...	General		20000 · Acco...	56.63	344.16
Credit Card Cha...	01/30/2026	DEC2...	US Cellular	cell phones ...	General		P-Card	148.88	493.04
Total Telephone C								493.04	493.04
Utilities C									
Bill	01/01/2026	0001...	Harpers Ferry Wat...	December u...	General		20000 · Acco...	32.06	32.06
Bill	01/14/2026	1100...	Potomac Edison	December u...	General		20000 · Acco...	248.41	280.47
Bill	01/14/2026	1101...	Potomac Edison	December u...	General		20000 · Acco...	28.73	309.20
Bill	01/14/2026	1100...	Potomac Edison	December u...	General		20000 · Acco...	387.92	697.12
Total Utilities C								697.12	697.12
341 G - Materials & Supplies C									
Credit Card Cha...	01/05/2026		Adobe Pro	Kelly, subscri...	General		P-Card	21.19	21.19
Credit Card Cha...	01/08/2026		Zoom Video Com...	Kelly zoom	General		P-Card	92.97	114.16
Credit Card Cha...	01/09/2026	JAN ...	MicroSoft	kelly, visio	General		P-Card	5.30	119.46
Bill	01/19/2026	428X...	Culligan Water	Water	General		20000 · Acco...	30.45	149.91
Bill	01/31/2026	35965	CoxHollidayoung ...	RN access 2...	General		20000 · Acco...	74.67	224.58
Total 341 G · Materials & Supplies C								224.58	224.58
Total 001.440 · City Hall								21,414.70	21,414.70
001.700 - Police Dept									
Pension									
Pension-P									
General Journal	01/01/2026			payroll 1/1	Police		001 General ...	437.43	437.43
General Journal	01/15/2026			payroll 1/15	Police		001 General ...	396.22	833.65
General Journal	01/29/2026			payroll 1/26	Police		001 General ...	309.06	1,142.71
Total Pension-P								1,142.71	1,142.71
Pension MPFRS - P									
General Journal	01/01/2026			payroll 1/1	Police		001 General ...	706.45	706.45
General Journal	01/15/2026			payroll 1/15	Police		001 General ...	597.54	1,303.99
General Journal	01/29/2026			payroll 1/26	Police		001 General ...	677.02	1,981.01
Total Pension MPFRS - P								1,981.01	1,981.01
Total Pension								3,123.72	3,123.72
Contracted Services-P									
Bill	01/01/2026	97062	Advantage Techno...	INV 97062 S...	Police		20000 · Acco...	428.43	428.43
Total Contracted Services-P								428.43	428.43
Departmental Supplies-P									
Auto Supplies and Fuel - P									
Check	01/02/2026	EFT	Fuelman	DEC usage	Police		001 General ...	965.72	965.72
Check	01/05/2026	EFT	Fuelman	NP6978541...	Police		001 General ...	384.76	1,350.48
Total Auto Supplies and Fuel - P								1,350.48	1,350.48

Corp. of Harpers Ferry
Profit & Loss Detail (General, Excluding Water & Coal)
January 2026

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Payroll Processing-P									
General Journal	01/01/2026			payroll proce...	Police		001 General ...	25.42	25.42
General Journal	01/15/2026			payroll proce...	Police		001 General ...	26.22	51.64
General Journal	01/29/2026			payroll proce...	Police		001 General ...	25.42	77.06
Total Payroll Processing-P								77.06	77.06
Office Supplies and Materials									
Bill	01/31/2026	35965	CoxHollidayoung ...	RN access 2...	Police		20000 · Acco...	74.67	74.67
Total Office Supplies and Materials								74.67	74.67
Total Departmental Supplies-P								1,502.21	1,502.21
PEIA/Workers Comp-P									
246P · OPEB - Police									
Check	01/08/2026	eft	PEIA	Police 2026 ...	Police		Harpers Ferry...	36.00	36.00
Total 246P · OPEB - Police								36.00	36.00
PEIA/Workers Comp-P - Other									
Check	01/08/2026	EFT	PEIA	POLIC PEIA ...	Police		Harpers Ferry...	5,386.94	5,386.94
Total PEIA/Workers Comp-P - Other								5,386.94	5,386.94
Total PEIA/Workers Comp-P								5,422.94	5,422.94
Maintenance and Repairs-Auto-P									
Bill	01/21/2026	2026-...	CARS	INV 134 Und...	Police		20000 · Acco...	65.63	65.63
Total Maintenance and Repairs-Auto-P								65.63	65.63
PR Taxes Employer -P									
General Journal	01/01/2026			payroll 1/1	Police		001 General ...	1,563.50	1,563.50
General Journal	01/15/2026			payroll 1/15	Police		001 General ...	1,430.71	2,994.21
General Journal	01/29/2026			payroll 1/26	Police		001 General ...	1,251.00	4,245.21
Total PR Taxes Employer -P								4,245.21	4,245.21
Printing-Leased Equipt. - P									
Check	01/05/2026	EFT	DDL Business	lease printer...	Police		001 General ...	71.50	71.50
Bill	01/25/2026	122603	DDL Business	Quarterly fe...	Police		20000 · Acco...	25.00	96.50
Total Printing-Leased Equipt. - P								96.50	96.50
Property Ins and Bonds-P									
Bill	01/21/2026	3717...	ENCOVA Insurance	Worker's Co...	Police		20000 · Acco...	318.96	318.96
Total Property Ins and Bonds-P								318.96	318.96
Salaries and Wages-P									
General Journal	01/01/2026			payroll 1/1	Police		001 General ...	17,466.95	17,466.95
General Journal	01/15/2026			payroll 1/15	Police		001 General ...	15,991.19	33,458.14
General Journal	01/29/2026			payroll 1/26	Police		001 General ...	15,120.14	48,578.28
Total Salaries and Wages-P								48,578.28	48,578.28
Telephone-P									
Leased Equipment									
Deposit	01/05/2026	136092	DDL Business	Refund Che...	General		001 General ...	-150.00	-150.00
Total Leased Equipment								-150.00	-150.00
Telephone-P - Other									
Bill	01/12/2026	0126	Frontier	Telephone 2...	Police		20000 · Acco...	210.69	210.69
Bill	01/20/2026	0730...	Frontier	Jan usage	Police		20000 · Acco...	76.84	287.53
Bill	01/25/2026	8299...	Comcast Internet	Internet 202...	Police		20000 · Acco...	56.63	344.16
Credit Card Cha...	01/30/2026	DEC2...	US Cellular	cell phones ...	Police		P-Card	148.88	493.04
Total Telephone-P - Other								493.04	493.04
Total Telephone-P								343.04	343.04
Utilities-P									
Bill	01/01/2026	0001...	Harpers Ferry Wat...	December U...	Police		20000 · Acco...	32.05	32.05
Check	01/05/2026	eft	ADT Security	2025 JAN	Police		001 General ...	79.27	111.32
Bill	01/14/2026	1100...	Potomac Edison	December u...	Police		20000 · Acco...	281.71	393.03
Total Utilities-P								393.03	393.03

Corp. of Harpers Ferry
Profit & Loss Detail (General, Excluding Water & Coal)
January 2026

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Wireless-P									
Bill	01/14/2026	2873...	AT&T	ACCT 2873...	Police		20000 · Acco...	466.75	466.75
Total Wireless-P								466.75	466.75
WV, Friendship									
Check	01/02/2026	EFT	State of WV	January 202...	Police		General Cour...	388.00	388.00
Check	01/05/2026	EFT	State of WV	December 2...	Police		General Cour...	252.00	640.00
Total WV, Friendship								640.00	640.00
Total 001.700 · Police Dept								65,624.70	65,624.70
001.750 · Street Department									
Auto Supplies (Gas & Oil) St									
Bill	01/05/2026	NP69...	Fuelman	NP69785418	General		20000 · Acco...	186.30	186.30
Total Auto Supplies (Gas & Oil) St								186.30	186.30
Equipment Rent St									
Bill	01/28/2026	2773...	AC & T Co., Inc.	INV 27733CQ	General		20000 · Acco...	80.00	80.00
Total Equipment Rent St								80.00	80.00
Group Ins. St									
Bill	01/21/2026	3717...	ENCOVA Insurance	Worker's Co...	General		20000 · Acco...	106.90	106.90
Total Group Ins. St								106.90	106.90
Tree Commission									
Bill	01/21/2026	145837	Antietam Tree and...	INV 145837 ...	General		20000 · Acco...	16,425.00	16,425.00
Total Tree Commission								16,425.00	16,425.00
Pension Expense St									
General Journal	01/01/2026			payroll 1/1	General		001 General ...	209.17	209.17
General Journal	01/15/2026			payroll 1/15	General		001 General ...	209.17	418.34
General Journal	01/29/2026			payroll 1/26	General		001 General ...	197.55	615.89
Total Pension Expense St								615.89	615.89
PR Taxes Employer St									
General Journal	01/01/2026			payroll 1/1	General		001 General ...	209.18	209.18
General Journal	01/15/2026			payroll 1/15	General		001 General ...	209.18	418.36
General Journal	01/29/2026			payroll 1/26	General		001 General ...	197.55	615.91
Total PR Taxes Employer St								615.91	615.91
Salaries & Wages St									
General Journal	01/01/2026			payroll 1/1	General		001 General ...	2,324.16	2,324.16
General Journal	01/15/2026			payroll 1/15	General		001 General ...	2,324.16	4,648.32
General Journal	01/29/2026			payroll 1/26	General		001 General ...	2,195.04	6,843.36
Total Salaries & Wages St								6,843.36	6,843.36
Utilities St									
Bill	01/01/2026	0002...	Harpers Ferry Wat...	December U...	General		20000 · Acco...	240.00	240.00
Total Utilities St								240.00	240.00
Total 001.750 · Street Department								25,113.36	25,113.36
001.751 · Street Lights									
Utilities SI									
Bill	01/14/2026	1101...	Potomac Edison	December u...	General		20000 · Acco...	47.00	47.00
Bill	01/14/2026	1100...	Potomac Edison	DEC Usage,...	General		20000 · Acco...	1,356.24	1,403.24
Total Utilities SI								1,403.24	1,403.24
Total 001.751 · Street Lights								1,403.24	1,403.24
Total Expense								135,211.63	135,211.63
Net Ordinary Income								8,865.49	8,865.49
Net Income								8,865.49	8,865.49

**Corp. of Harpers Ferry
Profit & Loss Detail (Water Only)
January 2026**

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Ordinary Income/Expense									
Income									
131 - SB234 Reserve Transfer									
General Journal	01/31/2026			SB 234 Tran...	Water		131.3 Water ...	5,800.00	5,800.00
Total 131 - SB234 Reserve Transfer								5,800.00	5,800.00
400 - Water Department Income									
Bond Renewal & Repl 2.5% trnfr									
General Journal	01/31/2026			Reserves	Water		127 - Bond R...	2,400.00	2,400.00
Total Bond Renewal & Repl 2.5% trnfr								2,400.00	2,400.00
421 - Non Utility Income									
419. - Interest									
Deposit	01/30/2026			Interest	Water		CNB Renew ...	315.47	315.47
Deposit	01/30/2026			Interest	Water		CNB Renew ...	19.11	334.58
Deposit	01/31/2026			Interest	Water		CNB Renew ...	333.52	668.10
Deposit	01/31/2026			Interest	Water		CNB Renew ...	19.68	687.78
Deposit	01/31/2026			Interest	Water		Water Improv...	0.08	687.86
Deposit	01/31/2026			Interest	Water		HF Water W...	9.70	697.56
Deposit	01/31/2026			Interest	Water		CNB Reserve...	19.11	716.67
Deposit	01/31/2026			Interest	Water		CNB CWCR ...	471.98	1,188.65
Deposit	01/31/2026			Interest	Water		2024 Const T...	19.11	1,207.76
Deposit	01/31/2026			Interest	Water		Contruction F...	852.76	2,060.52
Deposit	01/31/2026			Interest	Water		Water Fund ...	42.98	2,103.50
Total 419. - Interest								2,103.50	2,103.50
Total 421 - Non Utility Income								2,103.50	2,103.50
461 - Customers - Water Bill Payments									
462 - Customer Hydrants									
Deposit	01/14/2026			Fire Protection	Water		Water Fund ...	240.00	240.00
Deposit	01/21/2026			Fire Protection	Water		Water Fund ...	37.86	277.86
Deposit	01/30/2026			Fire Protection	Water		Water Fund ...	18.93	296.79
Total 462 - Customer Hydrants								296.79	296.79
461 - Customers - Water Bill Payments - Other									
General Journal	01/31/2026		Harpers Ferry_v	To adjust A/...	Water		141 Accounts...	96,287.88	96,287.88
Total 461 - Customers - Water Bill Payments - Other								96,287.88	96,287.88
Total 461 - Customers - Water Bill Payments								96,584.67	96,584.67
471 - PSD bill processing									
Invoice	01/02/2026	202601	HF Bolivar Public ...	Monthly pay...	Water		141 Accounts...	500.00	500.00
Invoice	01/02/2026	202601	HF Bolivar Public ...		Water		141 Accounts...	2,340.00	2,840.00
Total 471 - PSD bill processing								2,840.00	2,840.00
471.b - Misc Revenue Recovery Reimb									
General Journal	01/31/2026			Budgetary E...	Water		Budgetary - ...	37,303.67	37,303.67
Total 471.b - Misc Revenue Recovery Reimb								37,303.67	37,303.67
Total 400 - Water Department Income								141,231.84	141,231.84
Total Income								147,031.84	147,031.84
Gross Profit								147,031.84	147,031.84
Expense									
400. - Water Department									
Bond Interest									
341.9 - Water Bond Debt Service (2024)									
General Journal	01/05/2026			new withdra...	Water		Water Fund ...	741.06	741.06
General Journal	01/05/2026			new withdra...	Water		Water Fund ...	7,425.44	8,166.50
Total 341.9 - Water Bond Debt Service (2024)								8,166.50	8,166.50
427.3 - Bonds Payable - Series C									
Check	01/14/2026	EFT	USDA	2026 JAN	Water		Water Fund ...	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	01/11/2026	eft	USDA		Water		Water Fund ...	19,530.00	19,530.00
Total 428 - USDA 2021 - Bonds Payable								19,530.00	19,530.00

**Corp. of Harpers Ferry
Profit & Loss Detail (Water Only)
January 2026**

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Total Bond Interest								29,219.50	29,219.50
631.1 · Prof Services-Accounting-Water									
Bill	01/31/2026	35964	CoxHollidayoung ...	Accounting ...	Water		20000 · Acco...	1,033.33	1,033.33
Bill	01/31/2026	35965	CoxHollidayoung ...	Accounting ...	Water		20000 · Acco...	603.87	1,637.20
Total 631.1 · Prof Services-Accounting-Water								1,637.20	1,637.20
131.3 Water Transfs to Reserve									
General Journal	01/31/2026			SB 234 Tran...	Water		131 · SB234 ...	5,800.00	5,800.00
Total 131.3 Water Transfs to Reserve								5,800.00	5,800.00
341.2 Capital Outlay - Auto									
Check	01/26/2026	EFT	Bank of Charles T...	Water Truck...	Water		Water Fund ...	647.24	647.24
Total 341.2 Capital Outlay - Auto								647.24	647.24
Maintenance of Mains									
620.6 · Materials and Supplies									
Bill	01/09/2026	157780	Sisler's Stone Inc	INV 157780	Water		20000 · Acco...	171.00	171.00
Total 620.6 · Materials and Supplies								171.00	171.00
636 · Contracted Services									
Bill	01/12/2026	Jeffer...	Greenridge Contra...	INV Jefferso...	Water		20000 · Acco...	3,360.00	3,360.00
Bill	01/12/2026	316 ...	Greenridge Contra...	INV 316 Fil...	Water		20000 · Acco...	2,325.00	5,685.00
Bill	01/12/2026	240 H...	Greenridge Contra...	INV 240 Hig...	Water		20000 · Acco...	5,968.32	11,653.32
Bill	01/12/2026	TEST...	Greenridge Contra...	INV TEST PIT	Water		20000 · Acco...	2,015.40	13,668.72
Bill	01/12/2026	178 P...	Greenridge Contra...	INV 178 Pol...	Water		20000 · Acco...	3,225.00	16,893.72
Bill	01/12/2026	Putnam	Greenridge Contra...	INV Putnam	Water		20000 · Acco...	5,297.98	22,191.70
Total 636 · Contracted Services								22,191.70	22,191.70
Total Maintenance of Mains								22,362.70	22,362.70
127 · Bond Renewal & Replacement Fund									
General Journal	01/31/2026			Reserves	Water		Bond Renew...	2,400.00	2,400.00
Total 127 · Bond Renewal & Replacement Fund								2,400.00	2,400.00
408.12 · PR Taxes Employer Expense									
General Journal	01/01/2026			payroll 1/1	Water		001 General ...	816.31	816.31
General Journal	01/01/2026			payroll 1/1	Water		001 General ...	544.49	1,360.80
General Journal	01/15/2026			payroll 1/15	Water		001 General ...	763.23	2,124.03
General Journal	01/15/2026			payroll 1/15	Water		001 General ...	448.69	2,572.72
General Journal	01/29/2026			payroll 1/26	Water		001 General ...	727.95	3,300.67
General Journal	01/29/2026			payroll 1/29	Water		001 General ...	339.80	3,640.47
Total 408.12 · PR Taxes Employer Expense								3,640.47	3,640.47
601.3 · Plant - Salaries & Wages									
General Journal	01/01/2026			payroll 1/1	Water		001 General ...	9,092.78	9,092.78
General Journal	01/15/2026			payroll 1/15	Water		001 General ...	8,502.91	17,595.69
General Journal	01/29/2026			payroll 1/26	Water		001 General ...	8,177.65	25,773.34
Total 601.3 · Plant - Salaries & Wages								25,773.34	25,773.34
601.7 · Office - Salaries & Wages									
General Journal	01/01/2026			payroll 1/1	Water		001 General ...	6,119.91	6,119.91
General Journal	01/15/2026			payroll 1/15	Water		001 General ...	5,055.55	11,175.46
General Journal	01/29/2026			payroll 1/26	Water		001 General ...	4,020.60	15,196.06
Total 601.7 · Office - Salaries & Wages								15,196.06	15,196.06
604.8 · Pension Exp									
General Journal	01/01/2026			payroll 1/1	Water		001 General ...	818.35	818.35
General Journal	01/01/2026			payroll 1/1	Water		001 General ...	550.79	1,369.14
General Journal	01/15/2026			payroll 1/15	Water		001 General ...	765.26	2,134.40
General Journal	01/15/2026			payroll 1/15	Water		001 General ...	455.00	2,589.40
General Journal	01/29/2026			payroll 1/26	Water		001 General ...	735.99	3,325.39
General Journal	01/29/2026			payroll 1/29	Water		001 General ...	361.86	3,687.25
Total 604.8 · Pension Exp								3,687.25	3,687.25
605.8 · Employee PEIA Benefits									
OPEB - Water									
Check	01/08/2026	eft	PEIA	Water 2026 ...	Water		Harpers Ferry...	60.00	60.00
Total OPEB - Water								60.00	60.00
605.8 · Employee PEIA Benefits - Other									

**Corp. of Harpers Ferry
Profit & Loss Detail (Water Only)
January 2026**

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Check	01/08/2026	EFT	PEIA	Water PEIA ...	Water		Harpers Ferry...	4,038.92	4,038.92
	Total 605.8 · Employee PEIA Benefits - Other							4,038.92	4,038.92
	Total 605.8 · Employee PEIA Benefits							4,098.92	4,098.92
615.3 · Utilities W									
Bill	01/01/2026	0001...	Harpers Ferry Wat...	December U...	Water		20000 · Acco...	32.06	32.06
Bill	01/14/2026	1101...	Potomac Edison	December u...	Water		20000 · Acco...	118.85	150.91
Bill	01/14/2026	1100...	Potomac Edison	December u...	Water		20000 · Acco...	2,851.22	3,002.13
Bill	01/14/2026	1100...	Potomac Edison	December u...	Water		20000 · Acco...	10.00	3,012.13
Bill	01/15/2026	3185...	Amerigas	INV 318573...	Water		20000 · Acco...	2,244.01	5,256.14
	Total 615.3 · Utilities W							5,256.14	5,256.14
618.3 · Plant Chemicals									
Bill	01/21/2026	1003...	CITCO Water	Chlorine, hy...	Water		20000 · Acco...	1,339.38	1,339.38
	Total 618.3 · Plant Chemicals							1,339.38	1,339.38
620.8 · Office Supplies & Expenses									
631.2 · Payroll Processing-Water									
General Journal	01/01/2026			payroll proce...	Water		001 General ...	25.41	25.41
General Journal	01/15/2026			payroll proce...	Water		001 General ...	26.21	51.62
General Journal	01/29/2026			payroll proce...	Water		001 General ...	25.41	77.03
	Total 631.2 · Payroll Processing-Water							77.03	77.03
620.8 · Office Supplies & Expenses - Other									
Bill	01/01/2026	97062	Advantage Techno...	INV 97062 S...	Water		20000 · Acco...	428.44	428.44
Bill	01/02/2026	97363	Advantage Techno...	CUSI updates	Water		20000 · Acco...	190.00	618.44
Bill	01/19/2026	428X...	Culligan Water	W Ater	Water		20000 · Acco...	30.45	648.89
Bill	01/27/2026	139940	Continental Utility ...	INV 13940 J...	Water		20000 · Acco...	1,329.00	1,977.89
Bill	01/31/2026	35965	CoxHollidayoung ...	RN Access ...	Water		20000 · Acco...	74.66	2,052.55
	Total 620.8 · Office Supplies & Expenses - Other							2,052.55	2,052.55
	Total 620.8 · Office Supplies & Expenses							2,129.58	2,129.58
631.3 · Lab Services									
Bill	01/05/2026	WAT...	West Virginia DH...	INV WAT26-...	Water		20000 · Acco...	23.00	23.00
Bill	01/06/2026	ENV2...	West Virginia DH...	ENV26-506	Water		20000 · Acco...	20.00	43.00
Bill	01/15/2026	6306...	Pace Analytical	INV 263065...	Water		20000 · Acco...	102.00	145.00
Bill	01/23/2026	ENV2...	West Virginia DH...	ENV26-598	Water		20000 · Acco...	20.00	165.00
	Total 631.3 · Lab Services							165.00	165.00
631.4PM · Plant Maintenance CS									
Bill	01/26/2026	803568	T&D Lawn Care & ...	Snow Remo...	Water		20000 · Acco...	175.00	175.00
	Total 631.4PM · Plant Maintenance CS							175.00	175.00
631.8 · Legal Fees and Studies									
Bill	01/03/2026	4769	Law Office of Hoy ...	WDA/Meter ...	Water		20000 · Acco...	1,007.50	1,007.50
	Total 631.8 · Legal Fees and Studies							1,007.50	1,007.50
642.8 · Leased Equipment W									
Bill	01/05/2026	3457...	Waste Manageme...	INV 345760...	Water		20000 · Acco...	118.36	118.36
	Total 642.8 · Leased Equipment W							118.36	118.36
650.8 · Auto & Transportation Expenses									
Bill	01/05/2026	NP69...	Fuelman	NP69785417	Water		20000 · Acco...	83.62	83.62
	Total 650.8 · Auto & Transportation Expenses							83.62	83.62
656.8 · Ins-Property, Liability, Workers									
Bill	01/21/2026	3717...	ENCOVA Insurance	Worker's Co...	Water		20000 · Acco...	854.94	854.94
	Total 656.8 · Ins-Property, Liability, Workers							854.94	854.94
660.8 · Advertising & Legal Publication									
Bill	01/08/2026	WV2...	Miss Utility	DEC 2025 C...	Water		20000 · Acco...	161.05	161.05
	Total 660.8 · Advertising & Legal Publication							161.05	161.05
675.8 · Telephone W									
Bill	01/12/2026	0126	Frontier	Telephone 2...	Water		20000 · Acco...	210.68	210.68
Bill	01/13/2026	JAN ...	Comcast Internet	Internet phone	Water		20000 · Acco...	205.86	416.54
Bill	01/20/2026	0730...	Frontier	Jan usage	Water		20000 · Acco...	76.84	493.38
Bill	01/25/2026	8299...	Comcast Internet	Internet 202...	Water		20000 · Acco...	56.63	550.01

4:20 PM

03/04/26

Accrual Basis

Corp. of Harpers Ferry
Profit & Loss Detail (Water Only)
January 2026

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Credit Card Cha...	01/30/2026	DEC2...	US Cellular	cell phones ...	Water		P-Card	148.87	698.88
Total 675.8 · Telephone W								698.88	698.88
Total 400. · Water Department								126,452.13	126,452.13
Total Expense								126,452.13	126,452.13
Net Ordinary Income								20,579.71	20,579.71
Net Income								20,579.71	20,579.71

Corp. of Harpers Ferry
P & L Budget vs. Actual (General, Excluding Water & Coal)
 July 2025 through January 2026

2:23 PM
 03/04/26
 Accrual Basis

	Jul '25 - Jan 26	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
General				
296 · Restricted Fund Balance	0.00	74,200.00	-74,200.00	0.0%
297 · Committed Fund Balance	0.00	1,000.00	-1,000.00	0.0%
298 · Assigned Fund Balance	0.00	292,200.00	-292,200.00	0.0%
299 · Unassigned Fund Balance	0.00	840,800.00	-840,800.00	0.0%
301-01 · Property Tax Current Year	56,000.71	88,884.00	-32,883.29	63.0%
303 · Oil & Gas Severance Tax	670.65	2,500.00	-1,829.35	26.8%
304 · Excise Tax on Utilities	4,531.00	7,500.00	-2,969.00	60.4%
305 · Business and Occupation Tax	156,287.28	225,000.00	-68,712.72	69.5%
306 · Liquor & Wine Tax	9,694.35	12,000.00	-2,305.65	80.8%
307 · Animal Control Tax	70.20	110.00	-39.80	63.8%
308 · Hotel Motel	63,934.31	90,000.00	-26,065.69	71.0%
314 · Sales Tax Revenue	278,081.75	310,000.00	-31,918.25	89.7%
320 · Fines, Fees & Court Cost	14,759.04	20,000.00	-5,240.96	73.8%
320_399 · Police Department Rev Sources	19,516.68	20,000.00	-483.32	97.6%
325 · Licenses	3,608.50	6,500.00	-2,891.50	55.5%
326 · Building Permit Fees	14,060.00	10,200.00	3,860.00	137.8%
327 · Miscellaneous Permits (Parking)	1,202.00	800.00	402.00	150.3%
328 · Franchise Fees	1,447.72	3,300.00	-1,852.28	43.9%
330 · IRP Fees	1,621.27	5,000.00	-3,378.73	32.4%
340 · Parks and Rec.	2,845.50	5,000.00	-2,154.50	56.9%
342 · Parking Meter Revenue	166,359.79	180,000.00	-13,640.21	92.4%
345 · Rents & Concessions	65,416.89	90,000.00	-24,583.11	72.7%
365 · Federal Government Grants	0.00	9,000.00	-9,000.00	0.0%
366 · State Government Grants	14,700.00	14,700.00	0.00	100.0%
367 · Other Grants	1,103.57	1,500.00	-396.43	73.6%
368 · Contributions from other Entiti	0.00	85,000.00	-85,000.00	0.0%
376 · Table Gaming Income	8,098.64	13,500.00	-5,401.36	60.0%
380 · Interest Earned on Investments	3,421.21	4,000.00	-578.79	85.5%
382 · Refunds and Rebates	891.50	1,600.00	-708.50	55.7%
397 · Lottery	23,991.20	39,000.00	-15,008.80	61.5%
399 · Miscellaneous Revenue	1,102.00	1,500.00	-398.00	73.5%
405 · Board of Zoning-Appeal	0.00	100.00	-100.00	0.0%
Total General	913,415.76	2,454,894.00	-1,541,478.24	37.2%
386 · Insurance Claims	946.72	1,000.00	-53.28	94.7%
Total Income	914,362.48	2,455,894.00	-1,541,531.52	37.2%
Gross Profit	914,362.48	2,455,894.00	-1,541,531.52	37.2%

Corp. of Harpers Ferry
P & L Budget vs. Actual (General, Excluding Water & Coal)
 July 2025 through January 2026

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 03/04/26
 Accrual Basis

	Jul '25 - Jan 26	Budget	\$ Over Budget	% of Budget
Expense				
001.809 Grants Health/Sanitatio	0.00	12,500.00	-12,500.00	0.0%
001.760 Parking	11,130.83	17,418.66	-6,287.83	63.9%
405 - Board of Zoning Appeals	0.00	300.00	-300.00	0.0%
Capital Projects Expenditures				
001.975 · General Government	0.00	503,812.20	-503,812.20	0.0%
001.976 · Public Safety	16,742.40	67,000.00	-50,257.60	25.0%
001.977 · Street and Transportation	4,387.00	170,000.00	-165,613.00	2.6%
Total Capital Projects Expenditures	21,129.40	740,812.20	-719,682.80	2.9%
Culture & Rec Exp				
900 · Parks	1,537.93	6,630.00	-5,092.07	23.2%
901 · Visitors Bureau -H	26,905.70	45,000.00	-18,094.30	59.8%
906 · Arts & Humanities -H	7,957.28	105,000.00	-97,042.72	7.6%
911 · Historical Landmarks Com.	0.00	500.00	-500.00	0.0%
916 · Library	0.00	5,000.00	-5,000.00	0.0%
Total Culture & Rec Exp	36,400.91	162,130.00	-125,729.09	22.5%
001.402 · Economic Development	2,476.47	11,000.00	-8,523.53	22.5%
001.409 · Office of Mayor	12,559.19	22,600.00	-10,040.81	55.6%
001.410 · Members of Council	10,792.00	21,900.00	-11,108.00	49.3%
001.411 · Office of Recorder	3,270.00	6,515.00	-3,245.00	50.2%
001.413 · Office of Treasurer	48,854.97	79,545.62	-30,690.65	61.4%
001.415 · Office of City Clerk	49,681.31	79,648.33	-29,967.02	62.4%
001.426 · Litigation Reserve	0.00	5,000.00	-5,000.00	0.0%
001.435 · Region 9 Dev. Authority	465.37	500.00	-34.63	93.1%
001.437 · Planning Commission	0.00	10,500.00	-10,500.00	0.0%
001.438 · Elections	0.00	0.00	0.00	0.0%
001.440 · City Hall	148,869.72	305,962.32	-157,092.60	48.7%

Corp. of Harpers Ferry
P & L Budget vs. Actual (General, Excluding Water & Coal)
July 2025 through January 2026

	Jul '25 - Jan 26	Budget	\$ Over Budget	% of Budget
001.699 · Contingencies	0.00	125,209.65	-125,209.65	0.0%
001.700 · Police Dept	364,177.52	651,389.17	-287,211.65	55.9%
001.706 · Fire Dept	0.00	4,000.00	-4,000.00	0.0%
001.750 · Street Department	72,222.25	118,963.05	-46,740.80	60.7%
001.751 · Street Lights	9,768.36	19,500.00	-9,731.64	50.1%
001.752 · Street Signs	55.00	1,000.00	-945.00	5.5%
001.753 · Snow Removal	4,355.64	45,000.00	-40,644.36	9.7%
001.759 · Public Transit	0.00	4,500.00	-4,500.00	0.0%
417 · Office of Attorney	2,460.00	10,000.00	-7,540.00	24.6%
Total Expense	798,668.94	2,455,894.00	-1,657,225.06	32.5%
Net Ordinary Income	115,693.54	0.00	115,693.54	100.0%
Net Income	115,693.54	0.00	115,693.54	100.0%

Corp. of Harpers Ferry
Profit & Loss Budget vs. Actual (Water Only)
July 2025 through January 2026

	Jul '25 - Jan 26	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
131 . SB234 Reserve Transfer	43,000.00	80,379.00	-37,379.00	53.5%
General	0.00	0.00	0.00	0.0%
400 . Water Department Income				
481 . Reimbursements	0.00	0.00	0.00	0.0%
Bond Renewal & Repl 2.5% tmfr	16,900.00	29,250.00	-12,350.00	57.8%
New Water Taps	750.00	0.00	750.00	100.0%
Capacity Improvement Fees	2,925.00	0.00	2,925.00	100.0%
419 . Interest Income Bonds	0.00	2,000.00	-2,000.00	0.0%
421 . Non Utility Income				
419 . Interest	9,699.75	2,000.00	7,699.75	485.0%
421.a . Other Income	0.00	0.00	0.00	0.0%
421.b . Other Grants W	0.00	0.00	0.00	0.0%
421 . Non Utility Income - Other	1,517.87	0.00	1,517.87	100.0%
Total 421 . Non Utility Income	11,217.62	2,000.00	9,217.62	560.9%
461 . Customers - Water Bill Payments	595,167.83	1,176,700.00	-581,532.17	50.6%
462.1 . Annual Fire Service Fee	110.76	3,000.00	-2,889.24	3.7%
471 . PSD bill processing	19,895.00	36,000.00	-16,105.00	55.3%
471.b . Misc Revenue Recovery Reimb	37,303.67	40,000.00	-2,696.33	93.3%
472 . AT&T Rent	0.00	0.00	0.00	0.0%
400 . Water Department Income - Other	0.00	0.00	0.00	0.0%
Total 400 . Water Department Income	684,269.88	1,288,950.00	-604,680.12	53.1%
Total Income	727,269.88	1,369,329.00	-642,059.12	53.1%
Gross Profit	727,269.88	1,369,329.00	-642,059.12	53.1%
Expense				
400 . Water Department				
Bond Interest				
341.9 . Water Bond Debt Service (2024)	27,130.89	0.00	27,130.89	100.0%
427.3 . Bonds Payable - Series C	10,661.00	97,820.16	-87,159.16	10.9%
428 . USDA 2021 - Bonds Payable	136,710.00	252,640.00	-115,930.00	54.1%
Total Bond Interest	174,501.89	350,460.16	-175,958.27	49.8%
631.1 . Prof Services-Accounting-Water	11,038.09	15,000.00	-3,961.91	73.6%
131.3 Water Trans to Reserve	43,000.00	80,379.00	-37,379.00	53.5%
334 . New Meters	1,085.52	1,500.00	-414.48	72.4%
334.0 Maintenance of Meters	0.00	1,584.29	-1,584.29	0.0%
341.2 Capital Outlay - Auto	4,530.68	7,766.88	-3,236.20	58.3%
605.8 Accrued Leave - Water	0.00	5,000.00	-5,000.00	0.0%
620.7a - Bank Service Charges	0.00	25.00	-25.00	0.0%
670.7 Bad Debt	0.00	2,500.00	-2,500.00	0.0%
675.3 Uniforms	577.58	1,500.00	-922.42	38.5%
675.3Memberships/Dues/subscript	424.00	700.00	-276.00	60.6%
Maintenance of Mains	37,881.42	63,200.00	-25,318.58	59.9%

Corp. of Harpers Ferry
Profit & Loss Budget vs. Actual (Water Only)
July 2025 through January 2026

	Jul '25 - Jan 26	Budget	\$ Over Budget	% of Budget
127 . Bond Renewal & Replacement Fund	16,900.00	29,250.00	-12,350.00	57.8%
408.10 . Assessments	2,287.35	2,400.00	-112.65	95.3%
408.12 . PR Taxes Employer Expense	17,613.93	34,229.99	-16,616.06	51.5%
427.3 . Municipal Bond Commission	3,053.08	18,600.00	-15,546.92	16.4%
601.3 . Plant - Salaries & Wages	152,586.04	312,955.19	-160,369.15	48.8%
601.7 . Office - Salaries & Wages	74,035.05	114,919.70	-40,884.65	64.4%
604.8 . Pension Exp	21,005.25	44,258.79	-23,253.54	47.5%
605.8 . Employee PEIA Benefits	36,041.76	65,000.00	-28,958.24	55.4%
615.3 . Utilities W	21,143.49	40,000.00	-18,856.51	52.9%
618.3 . Plant Chemicals	8,490.94	17,000.00	-8,509.06	49.9%
620.3 . Plant - Material & Supplies	3,859.20	7,000.00	-3,140.80	55.1%
620.6 . Maintenance of Hydrants	2,517.08	2,000.00	517.08	125.9%
620.7 . Postage And Cust Acctg Supplies	3,882.10	9,000.00	-5,117.90	43.1%
620.7c . Customer Acct Exp Material Supp	0.00	0.00	0.00	0.0%
620.8 . Office Supplies & Expenses	8,639.19	33,100.00	-24,460.81	26.1%
620.8PM . Plant Maintenance MS	3,242.59	7,500.00	-4,257.41	43.2%
631.3 . Lab Services	4,026.09	9,000.00	-4,973.91	44.7%
631.4PM . Plant Maintenance CS	24,495.00	25,000.00	-505.00	98.0%
631.8 . Legal Fees and Studies	5,427.50	8,000.00	-2,572.50	67.8%
631.8 . Security 911 Notification	363.50	800.00	-436.50	45.4%
642.8 . Leased Equipment W	813.64	1,000.00	-186.36	81.4%
650.8 . Auto & Transportation Expenses	3,435.61	17,000.00	-13,564.39	20.2%
656.8 . Ins-Property, Liability, Workers	14,625.48	29,000.00	-14,374.52	50.4%
660.8 . Advertising & Legal Publication	884.98	1,000.00	-115.02	88.5%
675.3 . Training, Education, & Certif	240.00	3,000.00	-2,760.00	8.0%
675.8 . Telephone W	6,112.76	8,700.00	-2,587.24	70.3%
Total 400 . Water Department	708,760.79	1,369,329.00	-660,568.21	51.8%
Total Expense	708,760.79	1,369,329.00	-660,568.21	51.8%
Net Ordinary Income	18,509.09	0.00	18,509.09	100.0%
Net Income	18,509.09	0.00	18,509.09	100.0%

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Corp. of Harpers Ferry
Check Detail
 February 2026

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check		02/16/2026	Greenridge Contract...		CNB Renew & Replac...		-4,670.00
Bill	1193 ...	02/16/2026			636 · Contracted Servi...	-4,670.00	4,670.00
TOTAL						-4,670.00	4,670.00
Bill Pmt -Check	ACH	02/03/2026	Potomac Edison		001 General Fund Ac...		-33.19
Bill	110086...	01/14/2026			Utilities Pa	-33.19	33.19
TOTAL						-33.19	33.19
Bill Pmt -Check	ACH	02/09/2026	Fuelman		001 General Fund Ac...		-152.43
Bill	NP699...	02/02/2026			Auto Supplies (Gas & ...	-152.43	152.43
TOTAL						-152.43	152.43
Bill Pmt -Check	ACH	02/09/2026	Fuelman		Water Fund Checking		-288.96
Bill	NP699...	02/02/2026			650.8 · Auto & Transp...	-288.96	288.96
TOTAL						-288.96	288.96
Bill Pmt -Check	ACH	02/12/2026	ENCOVA Insurance		001 General Fund Ac...		-451.06
Bill	371971...	02/23/2026			Insurance and Bonds	-9.03	26.20
					Property Ins and Bond...	-109.82	318.96
					Group Ins. St	-37.84	109.90
					656.8 · Ins-Property,Li...	-294.37	854.94
TOTAL						-451.06	1,310.00
Bill Pmt -Check	ACH	02/12/2026	ENCOVA Insurance		Water Fund Checking		-858.94
Bill	371971...	02/23/2026			Insurance and Bonds	-17.17	26.20
					Property Ins and Bond...	-209.14	318.96
					Group Ins. St	-72.06	109.90
					656.8 · Ins-Property,Li...	-560.57	854.94
TOTAL						-858.94	1,310.00
Bill Pmt -Check	ACH	02/13/2026	Potomac Edison		001 General Fund Ac...		-281.71
Bill	110081...	01/14/2026			Utilities-P	-281.71	281.71
TOTAL						-281.71	281.71
Bill Pmt -Check	ACH	02/13/2026	Potomac Edison		001 General Fund Ac...		-47.00
Bill	110119...	01/14/2026			Utilities SI	-47.00	47.00
TOTAL						-47.00	47.00
Bill Pmt -Check	ACH	02/13/2026	Potomac Edison		001 General Fund Ac...		-248.41
Bill	110081...	01/14/2026			Utilities C	-248.41	248.41
TOTAL						-248.41	248.41
Bill Pmt -Check	ACH	02/13/2026	Potomac Edison		001 General Fund Ac...		-28.73
Bill	110147...	01/14/2026			Utilities C	-28.73	28.73
TOTAL						-28.73	28.73

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**Corp. of Harpers Ferry
Check Detail
February 2026**

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	ACH	02/13/2026	Potomac Edison		001 General Fund Ac...		-387.92
Bill	110081...	01/14/2026			Utilities C	-387.92	387.92
TOTAL						-387.92	387.92
Bill Pmt -Check	ACH	02/13/2026	Potomac Edison		001 General Fund Ac...		-1,356.24
Bill	110084...	01/14/2026			Utilities SI	-1,356.24	1,356.24
TOTAL						-1,356.24	1,356.24
Bill Pmt -Check	ACH	02/13/2026	Potomac Edison		Water Fund Checking		-118.85
Bill	110158...	01/14/2026			615.3 · Utilities W	-118.85	118.85
TOTAL						-118.85	118.85
Bill Pmt -Check	ACH	02/13/2026	Potomac Edison		Water Fund Checking		-2,851.22
Bill	110083...	01/14/2026			615.3 · Utilities W	-2,851.22	2,851.22
TOTAL						-2,851.22	2,851.22
Bill Pmt -Check	ACH	02/13/2026	Potomac Edison		Water Fund Checking		-10.00
Bill	110081...	01/14/2026			615.3 · Utilities W	-10.00	10.00
TOTAL						-10.00	10.00
Bill Pmt -Check	ACH	02/19/2026	Pace Analytical		Water Fund Checking		-292.00
Bill	253065...	03/06/2026			631.3 · Lab Services	-292.00	292.00
TOTAL						-292.00	292.00
Check	eft	02/01/2026	West Virginia Munic...		Water Fund Checking		-1,953.00
					USDA Reserve	-1,953.00	1,953.00
TOTAL						-1,953.00	1,953.00
Check	eft	02/02/2026	ADT Security		001 General Fund Ac...		-79.27
					Utilities-P	-79.27	79.27
TOTAL						-79.27	79.27
Check	eft	02/11/2026	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	02/11/2026	PEIA		Harpers Ferry Payroll...		-120.00
					OPEB - General	-12.00	12.00
					246P · OPEB - Police	-36.00	36.00
					OPEB - Water	-60.00	60.00
					Employee Benefits	-12.00	12.00
TOTAL						-120.00	120.00
Check	EFT	02/09/2026	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

**Corp. of Harpers Ferry
Check Detail
February 2026**

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	EFT	02/11/2026	US BANK		001 General Fund Ac...		-5,637.20
				P-Card		-1,879.07	1,879.07
				P-Card		-1,879.07	1,879.07
				P-Card		-1,879.06	1,879.06
TOTAL						-5,637.20	5,637.20
Check	EFT	02/11/2026	PEIA		Harpers Ferry Payroll...		-11,971.88
				PEIA/Workers Comp-P		-5,386.94	5,386.94
				605.8 · Employee PEIA...		-4,038.92	4,038.92
				Family Portion PEIA		-777.00	777.00
				Group Ins. T		-827.98	827.98
				Health Insurance CC		-827.98	827.98
				Optional PEIA		-43.32	43.32
				Optional PEIA		-45.94	45.94
				Optional PEIA		-23.80	23.80
TOTAL						-11,971.88	11,971.88
Check	374	02/06/2026	Harpers Ferry Mercha...		Hotel Motel Tax		-784.00
					906 · Arts & Humanitie...	-784.00	784.00
TOTAL						-784.00	784.00
Check	375	02/26/2026	Davis Designs, Inc		Hotel Motel Tax		-420.00
					906 · Arts & Humanitie...	-420.00	420.00
TOTAL						-420.00	420.00
Check	1483	02/12/2026	Olivia Grant		HF Water Works Escr...		-50.00
					Water Security Deposits	-50.00	50.00
TOTAL						-50.00	50.00
Bill Pmt -Check	15476	02/04/2026	Advantage Technolo...		Water Fund Checking		-856.88
Bill	96215	12/01/2025			Contracted Services C	-142.81	428.43
					Contracted Services-P	-142.81	428.43
Bill	97062	01/01/2026			620.8 · Office Supplies...	-142.82	428.44
					Contracted Services C	-142.81	428.43
					Contracted Services-P	-142.81	428.43
					620.8 · Office Supplies...	-142.82	428.44
TOTAL						-856.88	2,570.60
Check	15477	02/12/2026	H&H Technologies		Water Fund Checking		-495.00
					631.4PM · Plant Maint...	-465.00	465.00
					631.4PM · Plant Maint...	-30.00	30.00
TOTAL						-495.00	495.00
Bill Pmt -Check	15478	02/12/2026	Law Office of Hoy Shi...		Water Fund Checking		-747.50
Bill	4785	02/01/2026			631.8 · Legal Fees and...	-747.50	747.50
TOTAL						-747.50	747.50
Bill Pmt -Check	15479	02/12/2026	Dodson Septic Tank ...		Water Fund Checking		-475.00
Bill	FEB 20...	02/09/2026			631.4PM · Plant Maint...	-475.00	475.00
TOTAL						-475.00	475.00

**Corp. of Harpers Ferry
Check Detail
February 2026**

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	15480	02/12/2026	T&D Lawn Care & Sn...		Water Fund Checking		-175.00
Bill	803568	01/26/2026			631.4PM · Plant Maint...	-175.00	175.00
TOTAL						-175.00	175.00
Bill Pmt -Check	15481	02/12/2026	Shenandoah Air Con...		Water Fund Checking		-99.00
Bill	109982...	02/06/2026			631.4PM · Plant Maint...	-99.00	99.00
TOTAL						-99.00	99.00
Bill Pmt -Check	15482	02/12/2026	Amerigas		Water Fund Checking		-1,580.15
Bill	318679...	02/10/2026			615.3 · Utilities W	-1,580.15	1,580.15
TOTAL						-1,580.15	1,580.15
Check	15483	02/13/2026	Corporation of Harpe...		Water Fund Checking		-2,100.00
					Due To Water	-2,100.00	2,100.00
TOTAL						-2,100.00	2,100.00
Check	15484	02/13/2026	Corporation of Harpe...		Water Fund Checking		-6,400.00
					Due To Water	-6,400.00	6,400.00
TOTAL						-6,400.00	6,400.00
Check	15485	02/13/2026	Fringe Benefits Mana...		Water Fund Checking		-293.12
					24000 · Payroll Liabiliti...	-293.12	293.12
TOTAL						-293.12	293.12
Check	15486	02/16/2026	Fringe Benefits Mana...		Water Fund Checking		-293.12
					24000 · Payroll Liabiliti...	-293.12	293.12
TOTAL						-293.12	293.12
Bill Pmt -Check	15487	02/19/2026	CoxHollidayoung PL...		Water Fund Checking		-678.53
Bill	35965	01/31/2026			Office Supplies and M...	-24.89	74.67
					341 G · Materials & Su...	-24.89	74.67
					Professional Services C	-402.60	1,207.91
					620.8 · Office Supplies...	-24.88	74.66
					631.1 · Prof Services-A...	-201.27	603.87
TOTAL						-678.53	2,035.78
Bill Pmt -Check	15488	02/19/2026	Pace Analytical		Water Fund Checking		-418.00
Bill	263066...	02/16/2026			631.3 · Lab Services	-222.00	222.00
Bill	263066...	02/19/2026			631.3 · Lab Services	-196.00	196.00
TOTAL						-418.00	418.00
Bill Pmt -Check	15489	02/26/2026	Harpers Ferry Water ...		Water Fund Checking		-32.06
Bill	000100...	02/04/2026			615.3 · Utilities W	-10.69	32.06
					Utilities-P	-10.68	32.05
					Utilities C	-10.69	32.06
TOTAL						-32.06	96.17

**Corp. of Harpers Ferry
Check Detail
February 2026**

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	15490	02/26/2026	CORE & MAIN LP		Water Fund Checking		-1,681.31
Bill	Y490573	02/16/2026			620.6 · Maintenance o... 620.6 · Materials and S...	-1,125.31 -556.00	1,125.31 556.00
TOTAL						-1,681.31	1,681.31
Bill Pmt -Check	15491	02/26/2026	CoxHollidayoung PL...		Water Fund Checking		-1,033.33
Bill	35964	01/31/2026			Professional Services C 631.1 · Prof Services-A...	-688.89 -344.44	2,066.67 1,033.33
TOTAL						-1,033.33	3,100.00
Bill Pmt -Check	16998	02/04/2026	Advantage Technolo...		001 General Fund Ac...		-1,713.72
Bill	96215	12/01/2025			Contracted Services C Contracted Services-P 620.8 · Office Supplies...	-285.62 -285.62 -285.62	428.43 428.43 428.44
Bill	97062	01/01/2026			Contracted Services C Contracted Services-P 620.8 · Office Supplies...	-285.62 -285.62 -285.62	428.43 428.43 428.44
TOTAL						-1,713.72	2,570.60
Bill Pmt -Check	16999	02/05/2026	Cornerstone Lawn Se...		001 General Fund Ac...		-26,415.00
Bill	27193	02/04/2026			Contracted Services S	-26,415.00	26,415.00
TOTAL						-26,415.00	26,415.00
Check	17000	02/06/2026	Valerie Villoldo		001 General Fund Ac...		-750.00
					001.402 · Economic D...	-750.00	750.00
TOTAL						-750.00	750.00
Check	17001	02/12/2026	Harpers Ferry Getaw...		001 General Fund Ac...		-75.00
					405 · Board of Zoning-...	-75.00	75.00
TOTAL						-75.00	75.00
Bill Pmt -Check	17002	02/12/2026	Automated Office Eq...		001 General Fund Ac...		-325.00
Bill	156588	02/03/2026			341 G · Materials & Su...	-325.00	325.00
TOTAL						-325.00	325.00
Bill Pmt -Check	17003	02/12/2026	CARS		001 General Fund Ac...		-65.63
Bill	2026-134	01/21/2026			Maintenance and Repa...	-65.63	65.63
TOTAL						-65.63	65.63
Bill Pmt -Check	17004	02/12/2026	DDL Business		001 General Fund Ac...		-25.00
Bill	122603	01/25/2026			Printing-Leased Equipt...	-25.00	25.00
TOTAL						-25.00	25.00
Bill Pmt -Check	17005	02/12/2026	Advantage Technolo...		001 General Fund Ac...		-1,340.30
Bill	98291	02/01/2026			Contracted Services C	-55.00	55.00
Bill	79713	02/01/2026			Contracted Services C Contracted Services-P 620.8 · Office Supplies...	-428.43 -428.43 -428.44	428.43 428.43 428.44
TOTAL						-1,340.30	1,340.30

3:13 PM

03/04/26

Corp. of Harpers Ferry
Check Detail
February 2026

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	17006	02/12/2026	Alpha Space Control ...		001 General Fund Ac...		-27.50
				325 · Licenses		-27.50	27.50
TOTAL						-27.50	27.50
Bill Pmt -Check	17007	02/12/2026	Shenandoah Air Con...		001 General Fund Ac...		-97.00
Bill	110567...	02/11/2026			Maint & Repairs to Bld...	-97.00	97.00
TOTAL						-97.00	97.00
Check	17008	02/13/2026	Fringe Benefits Mana...		001 General Fund Ac...		-429.96
				24000 · Payroll Liabiliti...		-207.38	207.38
				24000 · Payroll Liabiliti...		-222.58	222.58
TOTAL						-429.96	429.96
Bill Pmt -Check	17009	02/13/2026	Shenandoah Air Con...		001 General Fund Ac...		-955.44
Bill	110662...	02/13/2026			Maint & Repairs to Bld...	-955.44	955.44
TOTAL						-955.44	955.44
Check	17010	02/16/2026	Fringe Benefits Mana...		001 General Fund Ac...		-429.96
				24000 · Payroll Liabiliti...		-207.38	207.38
				24000 · Payroll Liabiliti...		-222.58	222.58
TOTAL						-429.96	429.96
Bill Pmt -Check	17011	02/19/2026	CoxHollidayoung PL...		001 General Fund Ac...		-1,357.25
Bill	35965	01/31/2026			Office Supplies and M...	-49.78	74.67
					341 G · Materials & Su...	-49.78	74.67
					Professional Services C	-805.31	1,207.91
					620.8 · Office Supplies...	-49.78	74.66
					631.1 · Prof Services-A...	-402.60	603.87
TOTAL						-1,357.25	2,035.78
Check	17012	02/23/2026	Desiree Harris		001 General Fund Ac...		-570.00
					Magistrate-P	-570.00	570.00
TOTAL						-570.00	570.00
Check	17013	02/25/2026	Kevin Carden_C		001 General Fund Ac...		-162.25
					341 G · Materials & Su...	-162.25	162.25
TOTAL						-162.25	162.25
Bill Pmt -Check	17014	02/26/2026	Harpers Ferry Water ...		001 General Fund Ac...		-354.16
Bill	000350...	02/04/2026			Utilities Pa	-50.05	50.05
Bill	000200...	02/04/2026			Utilities St	-240.00	240.00
Bill	000100...	02/04/2026			615.3 · Utilities W	-21.37	32.06
					Utilities-P	-21.37	32.05
					Utilities C	-21.37	32.06
TOTAL						-354.16	386.22
Check	17015	02/26/2026	Hercules Fence of Ma...		001 General Fund Ac...		-1,556.27
					305 · Business and Oc...	-1,531.27	1,531.27
					325 · Licenses	-25.00	25.00
TOTAL						-1,556.27	1,556.27

Corp. of Harpers Ferry

Check Detail

February 2026

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	17016	02/26/2026	Automated Office Eq...		001 General Fund Ac...		-415.14
Bill	156718	02/16/2026			341 G · Materials & Su...	-415.14	415.14
TOTAL						-415.14	415.14
Bill Pmt -Check	17017	02/26/2026	Cornerstone Lawn Se...		001 General Fund Ac...		-1,200.00
Bill	27221	03/16/2026			Contracted Services S	-1,200.00	1,200.00
TOTAL						-1,200.00	1,200.00
Bill Pmt -Check	17018	02/26/2026	CoxHollidayoung PL...		001 General Fund Ac...		-2,066.67
Bill	35964	01/31/2026			Professional Services C 631.1 · Prof Services-A...	-1,377.78 -688.89	2,066.67 1,033.33
TOTAL						-2,066.67	3,100.00

Checks over Purchasing Threshold for approval				
Town Council Meeting 3/9/2026				
Check #	Vendor	INV #		
108	Greenridge Contracto	1193 Washington	mains repairs at 1193 Wash frozen line	\$ 4,670.00
17023	Cornerstone Lawn Service	27275	Pretreat 3/2	\$ 1,200.00
15494	Law Office of Hoy Shingleton	4800, 4799	deeds, easement Phase III, FOIA , new servcie	\$ 2,437.50
15490	Core & Main	Y490573	Hydrant and mains M/s	\$ 1,681.31
15482	Amerigas	3186795877	propane	\$ 1,580.15
17017	Cornerstone Lawn Service	27221	Pretreat 2/6	\$ 1,200.00
15491	Cox Holiday Young	35964	FY 2025 Financials, Close	\$ 1,033.33
17018	Cox Holiday Young	35964	FY 2025 Financials, Close	\$ 2,066.67

**RESOLUTION #17 OF THE TOWN OF HARPERS FERRY
 APPROVING INVOICES RELATING TO CONSTRUCTION
 AND OTHER SERVICES FOR THE WATER PROJECT AND
 AUTHORIZING PAYMENT THEREOF**

WHEREAS, the Town of Harpers Ferry has reviewed the invoices attached hereto and incorporated herein by reference in relation to the construction of the water project funded by the WV Water Development Authority EECG funds and CNB Bank Construction Trust Funds and find as follows;

1. That none of the items for which payment is proposed have been requested from another source.
2. That each item for which the payment is proposed to be paid is or was necessary in connection with the Project and constitutes a cost of the project.
3. That each of such costs has been otherwise properly incurred.
4. That payment for each of the items proposed is due and owing.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of Harpers Ferry that the payment of the attached invoices as summarized below are hereby authorized and directed:

VENDOR	WDA Funds	CNB Funds	Total
GD&F	\$0	\$2,003.00	\$2,003.00
Terra Works	\$0	\$0	\$0
Greenridge Contractors Inc	\$0	\$0	\$0
TOTAL	\$0	\$2,003.00	\$2,003.00

ADOPTED BY the Council of the Town of Harpers Ferry, at a meeting held on the 9th day of March 2026.

By: _____ Date: _____
Mayor, Gregory Vaughn



**GWIN
DOBSON &
FOREMAN**

ENGINEERS

Res 17

3121 FAIRWAY DRIVE ALTOONA, PA 16602
814.943.5214 FAX 814.943.8494
WWW.GDFENGINEERS.COM

Corporation of Harpers Ferry
Attn: Deb Kelly
1000 Washington Street
PO Box 217
Harpers Ferry, WV 25425

Invoice number 92214
Date 01/31/2026

Project 22050 Harpers Ferry (WV) IJDC Funding Application

For the period December 28, 2025 to January 31, 2026

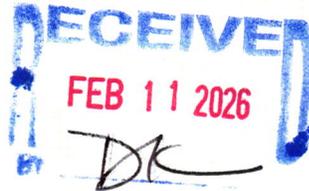
Professional engineering services for Contract No. 2 - Phase I Distribution System Improvement Project - Base Bid. Construction Administration and Resident Project Representative Services. Record drawings drafting and review. Preparation and review of Gilbert Street drawings.

Labor

	Hours	Rate	Billed Amount
Leo J. Drass, Jr., P.E. Senior Project Engineer--P-5	10.00	141.05	1,410.50
Michael A. Hammond Assistant Survey Coordinator T-4	5.00	97.50	487.50

Direct Expenses

	Units	Rate	Billed Amount
Drawings	50.00	2.10	105.00



Invoice total **2,003.00**

Respectfully submitted,

Leo J. Drass, Jr., P.E.
Senior Project Engineer

CNB Loan

	CLASSIFICATION	APPROVED BUDGET	ADJUSTMENTS	REVISED BUDGET	PAID PRIOR TO THIS DRAW	REQUESTED THIS REQUEST	PAID TO DATE	BALANCE REMAINING
1	Construction & Cons. Cont.							
	a. Contract 1 - Terra Works	361,500.00	-155,360.04	206,139.96	49,407.96	156,732.00	206,139.96	0.00
	b. Contract 2 - Greenridge	0.00	42,000.00	42,000.00	28,703.32	0.00	28,703.32	13,296.68
	c. Contract 3	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	d. Construction contingency	132,000.00	111,585.08	243,585.08	0.00	0.00	0.00	243,585.08
2	Technical Services							
	a. Study and Report	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	b. Preliminary Design	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	c. Final Design	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	d. Bidding & Negotiation	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	e. Eng. During construction	65,000.00	0.00	65,000.00	65,000.00	0.00	65,000.00	0.00
	f. Inspection	100,000.00	5,877.46	105,877.46	103,874.46	2,003.00	105,877.46	0.00
	g. Special Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	I&I Study and Report	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Asset Management Plan	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Funding Assistance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3	Legal/Fiscal							
	a. Legal	4,000.00	-2,102.50	1,897.50	1,897.50	0.00	1,897.50	0.00
	b. PSC Counsel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4	Administrative							
	a. Administrative Expenses	3,000.00	0.00	3,000.00	3,000.00	0.00	3,000.00	0.00
	b. Bond Counsel	32,500.00	0.00	32,500.00	32,500.00	0.00	32,500.00	0.00
	c. Accounting	2,000.00	-2,000.00	0.00	0.00	0.00	0.00	0.00
	d. Registrar Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5	Sites & Other Lands	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6	Permits	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7	Interest	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8	Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9	Archaeologist	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10	Financing	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11	TOTAL of Lines 1 through 10	700,000.00	0.00	700,000.00	284,383.24	158,735.00	443,118.24	256,881.76

Total

	CLASSIFICATION	APPROVED BUDGET	ADJUSTMENTS	REVISED BUDGET	PAID PRIOR TO THIS DRAW	REQUESTED THIS REQUEST	PAID TO DATE	BALANCE REMAINING
1	Construction & Cons. Cont.							
	a. Contract 1 - Terra Works	3,290,000.00	-155,360.04	3,134,639.96	2,977,907.96	0.00	3,134,639.96	0.00
	b. Contract 2 - Greenridge	0.00	42,000.00	42,000.00	28,703.32	0.00	28,703.32	13,296.68
	c. Contract 3	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	d. Construction contingency	132,000.00	111,585.08	243,585.08	0.00	0.00	0.00	243,585.08
2	Technical Services							
	a. Study and Report	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	b. Preliminary Design	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	c. Final Design	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	d. Bidding & Negotiation	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	e. Eng. During construction	65,000.00	0.00	65,000.00	65,000.00	0.00	65,000.00	0.00
	f. Inspection	100,000.00	5,877.46	105,877.46	103,874.46	2,003.00	105,877.46	0.00
	g. Special Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	I&I Study and Report	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Asset Management Plan	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Funding Assistance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3	Legal/Fiscal							
	a. Legal	4,000.00	-2,102.50	1,897.50	1,897.50	0.00	1,897.50	0.00
	b. PSC Counsel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4	Administrative							
	a. Administrative Expenses	3,000.00	0.00	3,000.00	3,000.00	0.00	3,000.00	0.00
	b. Bond Counsel	32,500.00	0.00	32,500.00	32,500.00	0.00	32,500.00	0.00
	c. Accounting	2,000.00	-2,000.00	0.00	0.00	0.00	0.00	0.00
	d. Registrar Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5	Sites & Other Lands	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6	Permits	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7	Interest	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8	Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9	Design Loan Payoff	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10	Financing	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11	TOTAL of Lines 1 through 10	3,628,500.00	0.00	3,628,500.00	3,212,883.24	2,003.00	3,371,618.24	256,881.76

Ordinance Review Committee report

9 March 2026

The Ordinance Review Committee met on Thursday of last week. The Committee has been working on three complex ordinance revisions, one of which should come to the Council for approval next month. The fourth item, a change of title from Ordinance Compliance Officer to Code Enforcement Officer, is on the Council agenda for approval this evening.

One new item was considered by the Committee concerning expiration of zoning compliance permits. A brief presentation was provided to the Committee by Pat Morse on behalf of the OCO. The Committee will further review proposed updates to the ordinance at our next meeting.



CORPORATION OF HARPERS FERRY, WEST VIRGINIA

ORDINANCE No. 2026-02

An ORDINANCE to change the name of the Ordinance Compliance Officer to Code Enforcement Officer.

[Introduced to Town Council by Ordinance Review Committee, 9 March 2026.]

Be it enacted by the Town Council of the Corporation of Harpers Ferry:

That Article 126 of the Codified Ordinances be amended and reenacted to read as follows:

ARTICLE 126

~~Ordinance Compliance Officer~~ Code Enforcement Officer

126.01 Establishment.

126.02 Duties.

126.03 Power to stop work on structures being constructed, renovated, or remodeled.

126.04 Right of entry.

126.05 Title of officer superseded in other ordinances.

126.99 Penalty.

126.01 Establishment.

There is hereby created the position of ~~Ordinance Compliance Officer (OCO)~~ Code Enforcement Officer, whose hiring shall be approved by the Harpers Ferry Town Council and who shall serve under the direction of the Mayor, ~~or his or her~~ the Mayor's designee.

126.02 Duties.

(A) The ~~Ordinance Compliance Officer~~ Code Enforcement Officer is hereby authorized and directed to enforce the provisions of all applicable Articles of the Codified Ordinances of Harpers Ferry.

(B) It shall be the duty of the ~~Ordinance Compliance Officer~~ Code Enforcement Officer to see to the enforcement of all ordinance provisions relating to zoning, licensing, property maintenance and upkeep, nuisances, and to inspect all buildings or structures being erected or altered, as frequently as may be necessary to insure compliance with Harpers Ferry ordinances. The ~~Ordinance Compliance Officer~~ Code Enforcement Officer shall have the authority to issue citations for civil violations of applicable Town ordinances.

126.03 Power to stop work on structures being constructed, renovated, or remodeled.

The ~~Ordinance Compliance Officer~~ Code Enforcement Officer shall have the authority to order all work stopped on construction or alteration or repair of buildings or structures in the Town when such work is not in compliance with any provision of any ordinance relating thereto.

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126.04 Right of entry.

Where it is necessary to make an inspection to enforce the provisions of the Town's applicable ordinances, the ~~Ordinance Compliance Officer Code Enforcement Officer~~, upon obtaining consent from the owner and / or occupant, may enter the premises at reasonable times to inspect or to perform the duties imposed by the Town's codified ordinances. If consent is denied, the ~~Ordinance Compliance Officer Code Enforcement Officer~~ shall have recourse to the remedies provided by law to secure entry.

126.05 Title of officer superseded in other ordinances.

All instances in the Codified Ordinances of Harpers Ferry where reference is made to Ordinance Compliance Officer are hereby updated to refer to the Code Enforcement Officer.

126.99 Imposition of Penalties.

- (A) The ~~Ordinance Compliance Officer Code Enforcement Officer~~ may impose penalties provided in the Codified Ordinances of Harpers Ferry under the purview of the ~~Ordinance Compliance Officer Code Enforcement Officer~~ when a violation is determined.
- (B) The imposition of the penalties herein prescribed shall not preclude the Town Attorney from instituting an appropriate action or proceeding to prevent an unlawful erection, construction, reconstruction, addition, alteration, conversion, removal, demolition, maintenance or use, or to restrain, correct or abate a violation, or to prevent the occupancy of a building or structure or portion thereof, or of the premises, or to prevent an illegal act, conduct, business or use in or about any premises.

Passed FIRST READING the ____ day of _____, 2026.

Passed SECOND and FINAL READING the ____ day of _____, 2026.

Gregory F. Vaughn, Mayor

Kevin Carden, Recorder