



CORPORATION OF HARPERS FERRY

Planning Commission

MINUTES

Regular Meeting

Tuesday, 20 April 2021

7:00 p.m.

Town Hall – 1000 Washington, Street, Harpers Ferry, West Virginia 25425 - VIA ZOOM WEBINAR

CALL TO ORDER: 7:05 pm by T. Wisecarver, President

THOSE PRESENT VIA ZOOM:

Member	Title	Status
Tim Wisecarver	President/Presiding Officer	Present
Christian Pechuekonis	Vice-President / Town Council Liaison	Present
Roberta Meade-Curry, AICP	Secretary	Present
George Owens	Member	Present
Peter Dessauer	Member / Mayor's Designee	Absent
Ken Dill	Member	Present
Jim Jenkins	Member	Present Departed at 8:05 PM
Committee Members		
Christy Huddle	Tree Committee-Chair	Present
Robert Nelson	Tree Committee-Member	Present
Staff		
Deb Kelly	Town Office Coordinator / Zoom Administrator	Present

APPROVAL OF AGENDA

Motion:	To Approve the Agenda as submitted.			
Motion by:	Christian Pechuekonis			
Seconded by:	(unknown)			
Vote:				
	Yes	6	No	0
Abstain	0			
Action (roll call not taken)	MOTION PASSES – unanimously – 6-0-0			

1. President's Announcements

- President Wisecarver announced that on Saturday, April 28th, 2021, The Town of Harpers Ferry will be celebrating Arbor Day. In celebration a tree will be planted at the corner of Franklin and Putnam. Festivities will begin at NOON, with live music. Please join and attend.

2. Approval of Minutes

- a. Regular Meeting February 16, 2021, and March 16, 2021

Motion:	To Approve the Meeting Minutes for February 16, 2021, and March 16, 2021, as corrected.			
Motion by:	Jim Jenkins			
Seconded by:	Ken Dill			
Vote:				
	Yes	5	No	0
Abstain	1 – Roberta Meade-Curry			
Action (roll call taken)	MOTION PASSES – 5-0-1			

3. Committee Reports

- a. 2022 Comprehensive Plan Committee – R. Meade-Curry and G. Owens gave report.
b. Tree Committee – C. Huddle and R. Nelson-Committee Members gave report.

4. New Business – Agenda Item #4

Agenda Item #4a - Recommend to Town Council renewal of appointments to the Tree Committee & Planning Commission's representative to the Tree Committee: discussion and action.

- President opened floor for nominations for Tree Committee Members.
 - T. Wisecarver nominated Christy Huddle.
 - C. Pechuekonis nominated Kevin Cosa.
- President closed floor for nominations.
- Roll call vote taken with both nominees receiving unanimous approval for renewed appointments to Tree Committee.
- President will forward names to Town Council for Appointment Approvals.

- President opened floor for nominations for Planning Commission’s Liaison to the Tree Committee.
 - J. Jenkins volunteered to serve as Liaison.
 - T. Wisecarver nominated Jim Jenkins.
 - C. Pechuekonis seconded nomination.
- Nominee received unanimous vote from Planning Commission Members.

Agenda Item #4 b - Proposed amendments to the Tree Ordinances Article 1104. (recommendation to Town Council): discussion and action

- After debate it was clarified that there are only 3 changes being proposed versus 5 changes as presented. The changes are to the following Town Ordinance Article 1104, Sections 1104.04 (b), Section 1104.07 (a), and Section 1104.08 (c); with Sections 1104.04 (a) and 1104.08 (b) placed in document presented to Planning Commission as reference only.
- It was noted on the record that Jim Jenkins had departed from the meeting at 8:08 PM due to internet connection difficulties. Quorum was still present so meeting continued.
- After debate, the following action was taken:

Motion:	To approve recommending to Town Council the Town Ordinance changes to Article 1104, Sections 1104.04 (b), Section 1104.07 (a), and with Section 1104.08 (c) to be held at this time for further review and discussion by the Planning Commission.			
Motion by:	George Owens			
Seconded by:	NONE RECEIVED			
Vote:				
	Yes	n/a	No	n/a
Abstain	n/a			
Action (roll call taken)	MOTION FAILED			

- After further debate, an alternate action was taken:

Motion:	To approve recommending to Town Council the Town Ordinance changes to Article 1104, Sections 1104.04 (b), Section 1104.07 (a), and Section 1104.08 (c) as presented.			
Motion by:	Christian Pechuekonis			
Seconded by:	Tim Wisecarver			
Vote:				
	Yes	2 – C. Pechuekonis, T. Wisecarver	No	3- G. Owens, K. Dill, R. Meade-Curry
Abstain	0			
Absent	1 – J. Jenkins			
Action (roll call taken)	MOTION FAILED – 2-3-1			

- Follow-up question by K. Dill was addressed to C. Huddle regarding difficulty with obtaining phone numbers, addresses, and emails of property owners requiring notice.

Agenda Item #4 c - Proposed changes to the Tree Plan (discussion and action)

- C. Huddle explained the revisions to the Tree Plan status, that they are posted on website, and reasons for changes.
- Some Members requested to have more time or setup a workshop with Tree Committee to review presented changes since it would take some time to review the “Old Version” with the “Proposed Version” without the edit tracking to assist. Additional time was not granted.
- After debate, the following action was taken:

Motion:	To accept the current Tree Plan.			
Motion by:	Christian Pechuekonis			
Seconded by:	Tim Wisecarver			
Vote:				
	Yes	2 – C. Pechuekonis, T. Wisecarver	No	2- G. Owens, K. Dill
Abstain	1 – R. Meade-Curry			
Absent	1 – J. Jenkins			
Action (roll call taken)	MOTION FAILED – 2-2-1-1			

5. G. Owens requested to discuss and ask questions to his fellow Commission Members. President denied because it is not on agenda.
6. R. Meade-Curry requested to discuss placing items on next month’s agenda. President denied because it is not on agenda. T. Wisecarver explained a form must be filled out now for any agenda item.

Adjournment

**C. Pechuekonis made a motion to adjourn meeting, seconded by T. Wisecarver.
Roll call vote resulted in Adjournment – Vote: 3-2**

Meeting Adjourned at 8:29 pm.

The above reflects to the best of my knowledge and summary of recorded meeting of the Corporation of Harpers Ferry – Planning Commission meeting minutes of the April 20, 2021.

Respectfully Submitted,



**Roberta N. Meade-Curry, AICP
Planning Commission Secretary**

02-24-2022

date