



# Corporation of Harpers Ferry

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Harpers Ferry, West Virginia 25425

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Wayne Bishop

MAYOR

RECORDER  
KEVIN GARDEN

FINANCIAL OFFICER  
BARRI AVALLONE

TOWN CLERK  
NANCY CUMMINS

COUNCIL MEMBERS

BARBARA HUMES  
HARDWICK S. JOHNSON, JR.  
CHARLOTTE THOMPSON  
ED WHEELLESS  
MIDGE FLINN YOST

## HARPERS FERRY TOWN COUNCIL MEETING

Monday, 11 September 2017 - 7:00 p.m.

Harpers Ferry Town Hall

### AGENDA

Call to order and Pledge of Allegiance.

Approval of agenda.

Mayor's general announcements.

Public comments will be taken during the agenda items.

**1. Approval of minutes:** regular Council meeting: 14 August 2017.

**2. Treasurer's reports and approvals.**

- a. Review and approval of financial reports.
- b. Approval of invoices and purchases over \$500.00.
- c. FY2017 Budget revision for approval.

**3. Town reports.**

- a. Police Department. Report by Chief Brown.
- b. Historic Landmarks Commission.
- c. Planning Commission.
  - i. Discussion and action on appointments to the Planning Commission.
- d. Parks and Recreation Commission.
  - i. Report by Patty Morse of upcoming plans and activities of Mayor's Committee for Parks, Events, Recreation, Activities and Projects.
  - ii. Discussion and action regarding state law as it pertains to the Parks and Recreation Commission.
  - iii. Discussion and action on appointment to Parks and Recreation Commission.
- e. Water Commission.
  - i. First reading for approval of Ordinance 2017-06 - proposing water rate increases.

Historic District

Where The Shenandoah Meets The Potomac

**4. Committee/organization reports and discussion.**

- a. Tree Committee - Potomac Street curbs and sidewalks and landscaping, trees (and associated grant application).
  - i. The Mayor is setting up a special meeting to address finance, changes, additions, and budget closeout of the Potomac Street Project.
- b. Maintenance - Needed sidewalk/ADA ramp at Franklin and Washington Streets. Discussion only. Town staff is currently reviewing and will handle.

**5. Unfinished business.**

- a. Open-Meetings Training – Presented by Legal Counsel. All commissions are urged to attend.
- b. Timed agenda. Discussion only.
- c. National Park Service Approval for Information Boards on Fillmore St. Previous council and mayor approved.

**6. New business.**

- a. Discussion and action on request to waive zoning compliance permit fees as submitted by Shirley Caniford for Demolition of Building.
- b. Place appropriate lighting on steps from High Street to Potomac Street as submitted by Lynn Vaughn, but being worked on by Town staff.
- c. Proffers Ordinance - Discussion and action to send research to legal counsel for development of ordinance for a first reading at next Council meeting, as submitted by Barbara Humes.
- d. First reading for approval of Ordinance 2017-05 Fences and Retaining Walls, amending Section 1304.02 and Appendix B of Part Thirteen of the Codified Ordinances, creating provisions for fences and retaining walls.
- e. Discussion and action on proposed amendment to 1303.04 Site Plan Review as submitted by Ed Wheelless.
- f. Appointment of council member to review and sign check vouchers.
- g. Appointment of a 3<sup>rd</sup> council member to the Budget and Finance Committee as submitted by Ed Wheelless.

**7. Additional public or Council comments.**