



CORPORATION OF HARPERS FERRY

Town Council

MINUTES

Special Meeting

Tuesday, 2 February 2021

1:00 p.m.

Town Hall • 1000 Washington Street, Harpers Ferry, West Virginia 25425 • VIA ZOOM

Called to order at 1:00 p.m. by Mayor Bishop. Due to the COVID-19 pandemic, this meeting was conducted through Zoom and live-streamed on social media, in compliance with the State's emergency guidance on the Open Governmental Meetings Act.

Member	Title	Status
Wayne Bishop	Mayor	Present
Kevin Carden	Recorder	Absent
Nancy Singleton Case	Councilmember	Present
Barbara Humes	Councilmember	Present (<i>recording</i>)
Hardwick S. Johnson, Jr.	Councilmember	Absent
Christian Pechuekonis	Councilmember	Absent
Jay Premack	Councilmember	Present

Also attending were Attorney Hoy Shingleton; Bond Attorney Cam Siegrist; Christopher Eckenrode, GD&F Project Engineer; Chuck Young, CPA CHY; Charli Heilmann, CPA CHY; Andrew Lee, NPS; Jennifer Wishmyer, Region 9; Chris Styer, Water Works Superintendent; Bill Robinson, Water Commission Chair; Christy Huddle, member Water Commission; Laurel Drake, member Water Commission; and Deb Kelly, Harpers Ferry Bookkeeper.

Ms. Humes moved to accept the agenda. Ms. Case seconded. The agenda was accepted as presented.

1. Discussion and action on engineer's recommendations for the water system improvement project.

Chris Eckenrode reviewed and summarized his letter to the Mayor and Town Council dated January 20, 2021, regarding the bids submitted in response to the Harpers Ferry Water System Improvement Project RFP and reviewed project costs. He discussed his recommendations to award the Alvarez base bid plus alternates C (metal roof/insulation) and D (LED lighting) and demonstrated how additional aspects of the project can be achieved given that the interest rate on the USDA loan is lower than originally anticipated.

Questions and answers ensued. Project costs have doubled since the original estimates were projected in 2013. Mr. Eckenrode will provide members of the Town Council with specific materials as requested. The possibility of other options for water delivery was raised. Attorney Shingleton, Mr. Eckenrode and Mr. Young reviewed the technical and budgetary details of the preferred option to upgrade the Water Works system. Mr. Young discussed debt service and revising the Water Works current budget and a timeline for establishing priorities for infrastructure improvements. Mr. Shingleton described the reporting and oversight process that will occur once the project begins, including invoicing and progress reports.

Action on this item has been deferred to the regular Town Council meeting on February 8, 2021.

2. Discussion and action on FY 2021 Water Budget Revision 1.

Mr. Robinson and Mr. Styer will continue to work with Ms. Kelly with input from the Water Commission to revise the Water Works budget. Mr. Robinson stated that the Water Commission and Mr. Styer have already started to prioritize the construction tasks originally included in the Water System Improvement Project that will not be a part of the Alvarez contract. Once prioritized, they will be put in a schedule for getting them done.

Action on this item has been deferred to the regular Town Council meeting on February 8, 2021.

3. CONSIDERATION OF AND FINAL ACTION TO GIVE FINAL APPROVAL TO THE BOND ORDINANCE (Ordinance 2020-03, the "BOND ORDINANCE") AUTHORIZING THE ACQUISITION, CONSTRUCTION AND EQUIPPING OF CERTAIN ADDITIONS, BETTERMENTS AND IMPROVEMENTS TO THE WATER SYSTEM OF THE CORPORATION OF HARPERS FERRY AND THE FINANCING OF THE COST, NOT OTHERWISE PROVIDED, THEREOF THROUGH THE ISSUANCE BY THE CORPORATION OF HARPERS FERRY OF WATER REVENUE BONDS, SERIES 2020 (UNITED STATES DEPARTMENT OF AGRICULTURE), IN AN AGGREGATE PRINCIPAL AMOUNT OF NOT TO EXCEED SIX MILLION THREE HUNDRED THOUSAND DOLLARS (\$6,300,000.00) (THE "BONDS"), AND TO PUT THE BOND ORDINANCE INTO EFFECT.

Action on this item has been deferred to the regular Town Council meeting on February 8, 2021.

4. CONSIDERATION OF AND FINAL ACTION ON SUPPLEMENTAL RESOLUTION SUPPLEMENTING AND AMENDING THE BOND ORDINANCE DESCRIBED ABOVE RELATING TO THE BONDS, INCLUDING WITHOUT LIMITATION CHANGING THE DESIGNATION OF THE SERIES 2020 BONDS TO SERIES 2021 BONDS DUE TO THE PASSAGE OF TIME, MAKING PROVISIONS AS TO PRINCIPAL AMOUNT, DATE, MATURITY DATE, REDEMPTION PROVISIONS, INTEREST RATE, INTEREST AND PRINCIPAL PAYMENT DATES, SALE PRICE AND OTHER TERMS OF THE BONDS, AND MAKING OTHER PROVISIONS AS TO THE BONDS AND THE PROJECT TO BE FINANCED IN WHOLE OR IN PART WITH PROCEEDS OF THE BONDS.

Action on this item has been deferred to the regular Town Council meeting on February 8, 2021.

5. Discussion and action on possible other actions relating to the bonds and / or the project being financed with the proceeds of the bonds.

Action on this item has been deferred to the regular Town Council meeting on February 8, 2021.

Motion to adjourn by Nancy Case, second by Barbara Humes. Meeting adjourned at 3:00 p.m.

The above minutes are true and correct, as approved.

Mayor: _____ Date: _____

Recorder: _____ Date: _____