



CORPORATION OF HARPERS FERRY

Town Council

MINUTES

Special Meeting

Tuesday, 25 May 2021

7:00 p.m.

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

Called to order at 7:02 p.m. by Recorder Kevin Carden. Due to the COVID-19 pandemic, this meeting was conducted through Zoom Webinar and live-streamed on YouTube, in compliance with the State’s emergency guidance on the Open Governmental Meetings Act.

| Member | Title | Status |
|-----------------------|---------------|------------------------------|
| Wayne Bishop | Mayor | Absent |
| Kevin Carden | Recorder | Present (<i>presiding</i>) |
| Nancy Singleton Case | Councilmember | Present |
| Barbara Humes | Councilmember | Present |
| Christian Pechuekonis | Councilmember | Present |
| Jay Premack | Councilmember | Present |
| Ed Wheelless | Councilmember | Present |

The agenda was approved as amended. Items 1.b. and 1.c. were moved to the end of the meeting.

1. Unfinished business.

a. Discussion and action on nominations to the Tree Committee.

The following applicants were nominated for appointment to the Tree Committee:

| <u>Applicant</u> | <u>Nominated by</u> |
|---|---------------------|
| Christy Huddle | Nancy Case |
| Kevin Kosa | Nancy Case |
| Jim Jenkins (<i>Planning Commission representative</i>) | Nancy Case |

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| Action | Appointment to the Tree Committee. |
| CHRISTY HUDDLE | Humes, Premack, Pechuekonis, Case, Wheelless, Carden |
| KEVIN KOSA | Humes, Premack, Pechuekonis, Case, Wheelless, Carden |
| JIM JENKINS | Humes, Premack, Pechuekonis, Case, Wheelless, Carden |
| Result | CHRISTY HUDDLE and KEVIN KOSA appointed to the Tree Committee for terms expiring 31 December 2022; and JIM JENKINS appointed to the Tree Committee for the duration of his current term on the Planning Commission. |

b. Discussion and action on replacement hire for the Police Department.

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| Motion | Motion to approve the hiring of Steven Corbin as a full-time police officer, with full benefits, at an hourly wage of \$21.29, effective immediately. |
| Motion by | Nancy Case |
| Second | Ed Wheelless |
| YES | Humes, Premack, Pechuekonis, Case, Wheelless, Carden |
| NO | <i>none</i> |
| Result | MOTION APPROVED |

c. Discussion and action on hiring a part-time parking attendant.

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| Motion | Motion to hire Roberta Carry as the Harpers Ferry Parking Attendant, effective immediately, at an hourly wage of \$15.00, for a maximum of 25 hours a week. |
| Motion by | Christian Pechuekonis |
| Second | Ed Wheelless |
| YES | Humes, Premack, Pechuekonis, Case, Wheelless, Carden |
| NO | <i>none</i> |
| Result | MOTION APPROVED |

d. Discussion and action on appointments to the Washington Street Sidewalk Restoration Committee.

Upon discussion, consensus was to bring to revisit this item during the next Town Council meeting (7 June 2021), since the scope of the proposed group (and name) should be broadened to include storm drainage and other related infrastructure along Washington Street.

2. New business.

a. Discussion and action regarding FY 2022 Water Works budget.

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| Motion | Motion to approve FY 2022 Water Works budget as presented. |
| Motion by | Nancy Case |
| Second | Barbara Humes |
| YES | Humes, Premack, Pechuekonis, Case, Wheelless, Carden |
| NO | <i>none</i> |
| Result | MOTION APPROVED |

b. Discussion and action on response to WVDO's request for comment on TDD application submitted by SWaN Hill Top House Hotel, LLC.

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| Motion | Motion to approve a revised letter to the West Virginia Development Office in support of the Tourism Development District application submitted by SWaN Hill Top House Hotel, LLC. |
| Motion by | Jay Premack |
| Second | Nancy Case |
| YES | Humes, Premack, Pechuekonis, Case, Wheelless, Carden |
| NO | <i>none</i> |

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| Result | MOTION APPROVED |
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c. Discussion and action on letter to EPA in support of Jefferson County Foundation.

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| Motion | Motion to authorize the Mayor or the Recorder to sign a letter to the EPA in support of the Jefferson County Foundation. (ROLL CALL VOTE REQUESTED) |
| Motion by | Ed Wheelless |
| Second | Barbara Humes |
| YES | Humes, Wheelless |
| NO | Premack, Pechuekonis, Case, Carden |
| Result | MOTION FAILED |

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| Motion | Motion to authorize the Recorder to sign a letter to the US EPA requesting assurances that the proper PSD permit has been issued by the WV DEP. |
| Motion by | Ed Wheelless |
| Second | Barbara Humes |
| YES | Humes, Premack, Pechuekonis, Case, Wheelless, Carden |
| NO | <i>none</i> |
| Result | MOTION APPROVED |

d. Discussion and action to adjust 2021 elections expenses.

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| Motion | Motion to adjust 2021 Harpers Ferry municipal elections expenses to \$15.00 per hour for early-voting poll workers. |
| Motion by | Nancy Case |
| Second | Ed Wheelless |
| YES | Humes, Premack, Pechuekonis, Case, Wheelless, Carden |
| NO | <i>none</i> |
| Result | MOTION APPROVED |

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| Motion | Motion to enter executive session, pursuant to WV Code § 6-9A-4(b)(2)(A) (<i>for agenda items 1.b. and 1.c.</i>). |
| Motion by | Nancy Case |
| Second | Christian Pechuekonis |
| Result | MOTION APPROVED. Executive session began at 8:53 p.m. |

The meeting returned to open session at 9:29 p.m.

Motion to adjourn by Jay Premack, second by Ed Wheelless. Meeting adjourned at 9:44 p.m.

The above minutes are true and correct, as approved.

Mayor: _____ Date: _____

Recorder: _____ Date: _____