

Draft

Finance Committee Minutes
Tuesday May 5, 2009

Present: Mayor Auxer, Howard Mills, Tom Martin

Staff: Pat Dowell, Frank Welch, Chief Johnson

The meeting was called to order at 0945 by Mayor Auxer. Mr. Mills made a motion to approve the minutes from the Finance Committee of April 7, 2009, seconded by Mr. Martin. Approved.

Visitors: Carl Moore and Cynthia Schott of Historic Shepherdstown.

New Business

(a) Historic Shepherdstown Commission (funding request)

Mr. Moore and Ms. Schott reported that the Entler Hotel is in need of some major repairs. Total for various repair projects comes to some \$160,000. A first phase, to take care of some needed repair work to the building's chimneys, comes to \$60,000.

Historic Shepherdstown's lease from the Corporation on the Entler building runs to 2012, and the organization contemplates continuing activities beyond that date. In that regard, Historic Shepherdstown would like assurances that it will be able to continue without the uncertainties that have arisen in the past that the Corporation might identify some other need for the building. Discussion ensued concerning the possibility of extending the current lease before its 2012 expiration (Corporation of Shepherdstown's attorney to be queried on the point), and concerning loans and/or grants from the Corporation to Historic Shepherdstown to help with repairs.

Upon a motion by Mr. Mills, seconded by Mr. Martin, the Finance Committee agreed to recommend to Town Council that a \$60,000 five year no interest loan be made to Historic Shepherdstown to enable the organization to commence with urgently needed repairs to the building's chimneys. For its part, Historic Shepherdstown will embark on capital campaign to raise additional monies for needed, but less urgent, repairs. Finance Committee members noted that it was in the Corporation's interest that this town-owned building be maintained and preserved, and indicated that it might be possible that the town would want to contribute in the future to the capital campaign, perhaps through a grant, perhaps the waiver of some of the principal of the \$60,000 loan.

(b) Street paving and milling estimates

Mr. Welch reported that he had presented a rough estimate of costs for street milling and paving to the Public Works Committee. The rough estimate of \$534,000 would take care of all of the "bad streets" that are the responsibility of the town (State highway portions excluded).

We currently have \$115,000 in video lottery unallocated infrastructure and there is an additional \$150,000 in unallocated infrastructure available in 2009/10 funds. On Mr. Mills' motion, Mr. Martin seconding, the committee recommends that the Town Council reserve next year's infrastructure for milling and paving and that video lottery funds in the following year's budget be made top priority for milling and paving

(c)Fiscal Year 2009 Community Participation Grant

Mr. Mills made a motion, Mr. Martin seconded, that we apply for a \$3,000 grant from the State of WV for capital improvements, equipment and supplies. The grant would be a follow up to one that the town currently has. Approved.

(d)New Garbage Truck

Mr. Martin made a motion to transfer \$30,000 from unallocated video lottery funds to a garbage truck depreciation fund. Approved.

(e) Pedestrian Signs

Finance Committee, on Mr. Mills, motion, Mr. Martin's second, recommended to Town Council that \$534.60 be spent to purchase new signs/panels for the German St. cross walks.

Old Business

(b) Annual Employee Wage Increase

Finance Committee went into executive session to discuss this issue.

Committee came out of executive session and voted to recommend to Town Council that the currently budgeted annual employee pay increase of three percent be granted. The committee also recommends that there be no increase put into the budget for next year.

Meeting adjourned at 11:15.