

Persons who are not on the agenda but wish to address the governing body must register prior to the call to order. Time limits will be imposed.

Requests for copies of documents related to agenda items must be made in writing at least 24 hours in advance of the meeting not during the meeting.

NOTE: Council members are elected to represent citizens of the Corporation of Shepherdstown, please contact them regarding any questions or comments you may have about the agenda items.

This council follows Robert's Rules of Order Revised.

## **TOWN COUNCIL MEETING AGENDA**

**Tuesday, April 14, 2009**

**6:30 p.m.**

**Town Hall**

1. Call to order/ approval of agenda
2. Approval of Town Council meeting minutes of March 10 and 31, 2009.(vote required)
- 3. Public Comment Period**
  - A. Persons who have registered to address Town Council.
4. **Visitors**
- 5. Public Hearings**
  - a. An Ordinance Amending and Re-enacting Section 12C-2008 Subsection (d) Entitled Penalty of Chapter 20 of Title 12C of the Code of Shepherdstown, West Virginia, Relating To Immobilization of Certain Vehicles and Impoundment(vote required)
  - b. An Ordinance Amending and Re-enacting Section 11-612 Entitled "Rate Schedule" of Chapter 6 of Title 11, of the Code of Shepherdstown, West Virginia, Relating To Garbage Rates (vote required)
  - c. An Ordinance Authorizing Amendments to and Re-adoption of the Tariff for All Users of the Sewer System of the Corporation of Shepherdstown (vote required)
- 6. New Business**
  - a. May Day Celebration – (vote required)
  - b. Street Fest – (vote required)
- 7. Old Business**
  - a. NIMS – National Incident Management System Training – status report
- 8. Mayor's Report**
  - a. Appointment to fill Town Recorder vacancy/ Appointment to fill Town Council vacancy (vote required)
  - b. Appointment of members to the Town Hall Construction Committee (vote required)

## **9. Reports of Committees**

### **A. Finance Committee**

1. Meeting minutes of April 7, 2009.
2. Financial Reporting:
  - a. Finance Report as of March 11, 2009
  - b. Video Lottery Report as of March 20, 2009
  - c. Financial Statements as of Feb., 2009
  - d. Audit Committee Report
  - e. Internal Budget Revision #6b
2. Recommendations:
  - a. Approve donation of \$1065 to Cub Scouts (vote required)
  - b. Apply for DUI Grant (vote required)
  - c. Reclassify Riverside Park Project budget to Rumsey Park Project in the amount of \$12,000 (vote required)
  - d. Apply for Combat Crime and Drugs Grant (vote required)
  - e. Budget Revision #6b inclusive of Parks budget change and Cub Scout donation (vote required)

### **B. Parking Review Committee**

1. Meeting minutes of April 9, 2009. Minutes not yet available.
2. Recommendations: NONE

### **C. Streetscape Committee**

1. Status Report.

### **D. Police Committee**

1. Meeting minutes of March 19, 2009.
3. Recommendations from Police Committee:
  - a. Hiring of Chief of Police
4. Police Department Monthly Report- March 2009.

### **E. Personnel Committee**

1. Meeting minutes of April 3, 2009
2. Recommendations:
  - a. to allow for Town employees to donate up to five (5) days of sick leave, on a voluntary basis, to any other employee who is experiencing a catastrophic illness. The compensation will be applied to the employee's health insurance benefits. (vote required)

### **F. Public Works Committee**

1. Meeting minutes of March 23, 2009.
2. Recommendations: NONE

**G. Parks and Recreation Committee**

1. Meeting minutes of March 24, 2009.
2. Recommendations: NONE

**H. Environmental Sustainability Committee**

1. Meeting minutes of March 12, 2009.
2. Recommendations: NONE

**10. Report of Commissions, Authority and Boards**

**A. Tree Commission**

1. Meeting minutes of March 12, 2009.
2. Recommendations: NONE

**B. Water and Sanitary Board**

1. Meeting minutes of February 26 and March 26, 2009.
2. Recommendations:
  - a. Sewer Rate Increase (vote required)

**C. Housing Authority**

**D. Planning Commission**

1. Meeting minutes of March 16, 2009
2. Recommendations:

Wendy Moseley request to install handrail on town property. (vote required)

**E. Historic Landmarks Commission**

1. Meeting minutes of March 9, 2009.
2. Recommendations: NONE

**F. Building Commission**

1. Meeting minutes of March 4 and 25, 2009.
2. Progress report.
3. Acceptance of resignations of members to allow them to serve on the newly formed Town Hall Construction Committee. (vote required)

**G. Board of Appeals**