

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, June 9, 2009

6:30 p.m.

Town Hall

1. Call to order/ approval of agenda
2. Approval of Town Council meeting minutes of May 12, 2009 and Special Minutes of May 26, 2009. (vote required)
3. **Public Comment Period**
 - A. Persons who have registered to address Town Council.
4. **Visitors**
5. **Public Hearings**
 - a. Second Reading of "An Ordinance Authorizing Amendments to and Re-adoption of the Tariff for All Users of the Water System of the Corporation of Shepherdstown" (vote required)
6. **New Business**
7. **Old Business**
 - a. NIMS – National Incident Management System Training – status report
8. **Mayor's Report**
 - a. Appointment of Bane Schill to the Tree Commission (vote required)
 - b. Appointment of Alice Chakmakian to the Historic Landmarks Commission (vote required)
9. **Reports of Committees**
 - A. **Finance Committee**
 1. Meeting minutes of June 2, 2009.
 2. Financial Reporting:
 - a. Finance Report as of May 8, 2009
 - b. Video Lottery Report as of May 8, 2009
 - c. Financial Statements as of April 30, 2009
 3. Recommendations:
 - a. Move \$15,000 from Video Lottery Unallocated to Police Vehicle Reserve (will be included in Budget Revision #1) (vote required)
 - b. Increase Streets Supervisor wage by \$2.25 per hour (per Personnel Committee's recommendations) (vote required)

B. Parking Review Committee

1. Meeting minutes of May 7, 2009.
2. Recommendations: NONE

C. Streetscape Committee

1. Status Report.
2. Resident letter of appreciation.

D. Police Committee

1. Meeting minutes of May 21, 2009.
3. Recommendations from Police Committee: NONE
4. Police Department Monthly Report- May 2009.

E. Personnel Committee

1. Meeting minutes of May 22, 2009
2. Recommendations:
 - a. Wage increase for Streets Supervisor (addressed under Finance Committee Recommendations) (vote required)
 - b. Include neglect of duties and breach of confidentiality to the employee handbook specifically in the disciplinary section. (vote required)

F. Public Works Committee

1. No meeting in May.
2. Recommendations: NONE

G. Parks and Recreation Committee

1. Meeting minutes of May 26, 2009.
2. Recommendations: NONE

H. Environmental Sustainability Committee

1. No meeting in May.
2. Recommendations: NONE

10. Report of Commissions, Authority and Boards

A. Tree Commission

1. Meeting minutes of May 14, 2009.
2. Recommendations: NONE

B. Water and Sanitary Board

1. Meeting minutes of May 28, 2009.
2. Recommendations: NONE

C. Housing Authority

D. Planning Commission

1. Meeting minutes of May 18, 2009
2. Recommendations: NONE

E. Historic Landmarks Commission

1. Meeting minutes of May 11, 2009.
2. Recommendations: NONE

F. Town Hall Construction Committee

1. Meeting minutes of May 29, 2009. Not available.
2. Recommendations:
 - a. The Town Hall Construction Committee (THCC) requests the Town Council formally authorize the THCC to proceed with further design and construction documentation for a new Town Hall building, including the assumption that the existing Town Hall will be entirely demolished. This request is based on a determination by the THCC at its scheduled May 29, 2009 meeting that it will be possible to incorporate some material(s) and/or design detail(s) reminiscent of the existing Town Hall building into a new Town Hall design in response to the Public Meeting held on April 30, 2009. This request is also made based on THCC review and approval of a basic building massing concept (Scheme A as presented by the consultant Architect on May 29, 2009) that is consistent with other buildings in the downtown district of Shepherdstown, can accommodate the preferred program arrangement (the “new” building scheme as presented by the consultant Architect on April 30, 2009), and includes opportunities for incorporating the material and/or design detailing from the current Town Hall building as mentioned above. (vote required)

G. Board of Appeals