

Shepherdstown Town Council Meeting Minutes
Tuesday July 13, 2010
6:30 p.m. – Town Hall

Present: Jim Auxer (Mayor), Lori Robertson (Recorder), Wanda Grantham Smith, Bane Schill and David Rosen.

Absent: None

Staff: Amy Boyd, Town Clerk, Frank Welch-Public Works Director, Harvey Heyser-Zoning Officer.

Visitors: David Springer, Chris Stroeck, Bob Myers, Sonya Evanisko, Hilary Lo, David Miljour, Meredith Wait and Michael Theis.

Greg Byrne – discussion of art project.

Greg stated that this a sculpture project that would go on top of the old stone pillars that are sticking out of the river. The Mayor stated that the river belongs to Maryland so there was no action taken by the Council.

Agenda Items 1 and 2-Call to order/approval of agenda and minutes:

Call to order by Mayor Auxer at 6:35pm. **Motion made by L. Robertson, Second by W. Smith to approve the agenda and to move “c” under New Business to the end of New Business. Motion carried unanimously. Motion made by W. Smith, Second by B. Schill to approve the June 8, 2010 Town Council minutes. Motion carried unanimously. Motion made by W. Smith, Second by B. Schill to approve the June 28, 2010 Special Town Council minutes. Motion carried unanimously.**

Agenda Item 3 and 4 – Public Comment Period/Visitors:

Visitor’s comments, if any, are logged in under the specific agenda item.

Agenda Item 5 – Public Hearings:

None

Agenda Item 6 – New Business:

- a. Appointment of Andrew Lowe to the Shepherdstown Public Library Board of Trustees– (vote required)
Motion made by L. Robertson, Second by D. Rosen to approve the appointment of Andrew Lowe to the Shepherdstown Public Library Board of Trustees. Motion carried unanimously.

- b. New Town Hall bids were due and received on July 6, 2010 – Project Manager.
The Mayor stated that John Brady should be brought on as the new town hall project manager at a cost of \$2,600.00. The town received three bids under \$1 million dollars.
Motion made by I. Robertson, Second by W. Smith to approve John Brady as project manager. Motion carried unanimously.

- c. Appointment of Committees, Commissions and Boards (vote required)
This was put on hold so the Mayor could have more time to speak with each member of the Town Council. **A Special Town Council meeting was scheduled for July 20, 2010 at 6pm. No other action taken.**

- d. Application for liquor license from Carriage House Café (vote required)
The Mayor made a correction that actually no vote was required from the Council and read the provision requirements. Chris Stroech, counsel for the Carriage House Café, spoke on behalf of the CHC to approve the form endorsing the license. No vote required but the Mayor will have the town submit a letter of endorsement.

- e. Letter of request for 5K race to benefit Cystic Fibrosis Foundation (vote required)
The race will start at the Train Station and proceed to the river along River Rd. not German St.
Motion made by L. Robertson, Second by J. Stella to approve the 5K race for Cystic Fibrosis Foundation. Motion carried unanimously.

- f. Appointment to fill Town Council vacancy (vote required)
David Springer spoke about himself stating that he was retired from the Coast Guard and Homeland Security. He has served on the BZA and is interested in the vacant seat on the Town Council.

Motion made by L. Robertson, Second by W. Smith to go into Executive Session at 6:55pm to discuss the vacancy. Motion carried unanimously.

Motion made by L. Robertson, Second by B. Schill to come out of Executive Session at 7:13pm. Motion carried unanimously.

Motion made by B. Schill, Second by J. Stella to approve the appointment of David Springer to the Town Council. Motion carried unanimously.

Mayor Auxer swore David Springer in after the vote and David Springer then sat at the table with the rest of the Town Council as an active member.

Old Business:

None

Agenda Item 8 – Mayor’s Report:

- a. The Mayor stated that we need volunteers for the Planning Commission. He asked Sonya if she was interested and she stated she did not have time to serve. J. Stella stated that his wife Kathryn Stella might be interested in serving.
David Miljour spoke about Parks & Rec regarding getting people to serve. Currently 2 people from outside city limits are allowed to serve, he would like to see his wife able to vote as the third outside member. The Mayor stated we will put a request for members in the paper and will need a recommendation from P & R about the change.
- b. The Mayor stated that Parking Permits are due at the end of July.
- c. The Mayor stated that has had to go door to door to get residents to cut their grass that had gotten to high. Please ask the neighbors to do this. He wants to get the town cleaned up and as Mayor it is his role to enforce the ordinances. J. Stella asked if the town could bill residents if Public Works had to cut and weed. The Mayor stated we could if we had to, however as of this date 3 out of 4 have complied

with his request. The Mayor thanked L. Robertson and F. Welch and staff and all of the volunteers that helped weed and put down mulch in the beds along German St.

- d. The Mayor stated the sewer plant goes out to bid in August. The Mayor stated he has received several calls about dogs not being on a leash. B. Schill requested that residents and business's sweep up in front of their buildings regularly. Sonya asked about an ordinance to keep a private home from becoming a rental property/public use. The Mayor asked her to get information to J. Stella to go before the Planning Commission.

H. Heyser, Zoning Officer stated that the State Liquor Board put out for bid in the western half of Jefferson County, more specifically in the Corp. Of Shepherdstown, for a liquor store. It's likely to be in the same strip mall where the police station is.

Agenda Item 9 – Reports of Committees:

A. Finance Committee:

1. Meeting minutes of July, 2010.
2. Finance Committee Recommendations:
 - a. Approval of 2010-2011 General Fund Budget Revision #1

(not ready, need to schedule special meeting to approve).

This will be done July 20, 2010.

- b. Approval of 2010-2011 Coal Severance Budget Revision #1
(vote required)

Motion made by L. Robertson, Second by D. Rosen to approve the 2010-2011 Coal Severance Budget Revision #1. Motion carried unanimously.

Motion made by H. Mills, Second by L. Robertson to approve the hiring of an additional full time officer. Motion carried unanimously.

B. Public Works Committee

1. Meeting minutes of June 28, 2010.
2. Recommendations:
 - a. Milling and paving bids received on June 30 – award of bid
(vote required)

The Mayor stated the streets will be dusty and will send individual notices to park elsewhere while the work is being

done. F. Welch stated the award of the bid should go to Jefferson Asphalt.

Sonya stated there is no curb on parts of High Street and there is flooding because of it. She asked if F. Welch would take this into account while the streets are being milled and paved. The Mayor directed F. Welch to add a burm to help with the current flooding.

D. Springer asked why certain streets were picked. F. Welch responded stating he tried to pick out the worst ones to start on.

Motion made by D. Springer, Second by B. Schill to approve the bid from Jefferson Asphalt and to include curbing on High Street to funnel water into the drain and to cover the cost of it. Motion carried unanimously.

Agenda item 10 – Report of Commissions, Authority and Boards

A. Water and Sanitary Board

Recommendations:

a. Approval of a \$1.00/hour salary increase for Water Operators, based on their certification as Class III operators, and retroactive t March 3, 2010 (vote required)

Motion made by D. Springer, Second by B. Schill to approve the salary increase for the water operators, based on their certification as Class III operators being retroactive to March 3, 2010. Motion carried unanimously.

Motion made by D. Springer, Second by L. Robertson to adjourn at 7:50pm. Motion carried unanimously.

Respectfully submitted by L. Robertson, Recorder.

