

**Shepherdstown Town Council Meeting Minutes  
Tuesday March 9, 2010  
6:30 p.m. – Town Hall**

**Present:** Jim Auxer (Mayor) came in late, Lori Robertson (Recorder), Tom Martin, Wanda Grantham Smith, Stuart Wallace and Howard Mills.

**Absent:** Jim Ford

**Visitors:** Maura Balliett, Lara Bromeley, Bane Schill, Tom Shantz, Lois Turco, Meredith Wait, Chief Johnson, officer Ransom, Gregorio, Hilary Lo, Mike Abshire, Bill Grantham and Michael Theis.

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

Call to order by L. Robertson, Recorder at 6:31. **Motion made by H. Mills, Second by T. Martin to approve the agenda and the February 9, 2010 Town Council Minutes. Motion carried unanimously. Motion made by T. Martin, Second by H. Mills to approve the February 22, 2010 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. Farmer's Market new season – (vote required)  
Representing the farmer's market was Maura Balliett. She stated that this is the 19<sup>th</sup> year for the market and thanked the council for the support given over the years. The market will open April 3<sup>rd</sup> and run through December 19 every Sunday except Easter Sunday and will have 18-19 vendors. A ribbon cutting ceremony will be April 3<sup>rd</sup> at 10 am and the council is invited to attend. The market will donate

\$150 to Roots & Shoots and \$150 to the Shepherdstown Library. They once again requested police support to clear the streets. Maura also asked if signs could be posted at several locations to direct people coming into town behind the Library. The Mayor stated that would have to go through the planning committee. The Mayor also requested from the market new “no parking” sign as the current need to be replaced. (vote required)

**Motion made by L. Robertson, Second by W. Smith to approve the new season for the Farmer’s Market. Motion approved unanimously.**

- b. Request for approval of the Easter Parade. (vote required)

Lara Bromeley requested April 3<sup>rd</sup> for the parade and to Rumsey Park for the Easter egg hunt at 10 am. No cars will be needed off the street and will need to close the street at 9:45. And close to Mill Street so the kids can walk to Rumsey Park. Parking could possibly be at White Hall for the egg hunt.

**Motion made by H. Mills, Second by T. Martin to approve the Easter Parade and the use of Rumsey Park for the Easter egg hunt. Motion approved unanimously.**

- c. Request for approval Freedom’s Run Race. (vote required)

Tom Shantz stated that the race will consist of a 5K, 10K & ½ marathon which WVDOT has given permission for already Oct. 2, 2010. He made a point of stating he’s not asking for money from the town.

**Motion made by L. Robertson, Second by H. Mills to approve the Freedom’s Run Race Oct. 2. Motion approved unanimously.**

- d. HOME Consortium Resolution. (vote required)

**Motion made by L. Robertson, Second by W. Smith to approve the HOME Consortium Resolution. Motion approved unanimously.**

## **Old Business:**

### **Agenda Item 7 – NIMS-status report:**

- a. All members of the council have completed the National Incident Management Systems Training.

## **Agenda Item 8 – Mayor’s Report:**

The Mayor stated he was looking into a new healthcare provider for the town’s employees and should hear something soon. He feels it will be a significant reduction in cost when he does.

## **.Agenda Item 9 – Reports of Committees:**

### **A. Finance Committee :**

1. Meeting minutes of March 3, 2010.
2. Financial Reporting:
  - a. 2010-2011 Levy Budget (vote required)

**Motion made by T. Martin, Second by L. Robertson to approve the 2010-2011 Levy Budget. Motion approved unanimously.**

3. Finance Committee Recommendations:

- a. Approval of the 2010-2011 General Fund and Coal Severance Budgets. (vote required)

H. Mills stated that \$260,000 of video lottery money was transferred for operating costs due to reduced police revenue, increased police expenses-salaries, snow removal. It was noted that the town hall employees did not receive an increase.

**Motion made by T. Martin, Second by L. Robertson to approve the 2010-2011 General Fund and Coal Severance Budgets. The motion was approved unanimously.**

### **B. Parks and Recreation Committee:**

Recommendations:

Membership, terms. (vote required)

S. Wallace suggested that no more than 2 members should be from outside city limits. There are currently seven members total. It was discussed that the terms of the two outside of city limits members could run 3years for one and 2 years for the other. The town council representative could be for 2 years and the remaining four members could be 3 years for two of the four and 2 years for two of the four, staggered.

**Motion made by H. Mills Second by T. Martin to approve the membership and terms for Parks & Recs Committee.**

## **Agenda item 10 – Report of Commissions, Authority and Boards**

## **A. Planning Commission**

### **1. Urban Growth Boundary-**

T. Martin inquired as to what this resolution actually means for the Shepherdstown. Mike Abshire, Zoning Officer, stated he hasn't been able to get a clear answer. He stated that Charles Town and Ranson have already approved the resolution regarding countywide zoning. Mike stated that he will get a county planner to come to Shepherdstown and speak to the council so we can make sense of it. The resolution will be in effect for 20 years and can request an adjustment. The Mayor stated that we should have a public meeting and get a county commissioner, possibly a county planner to speak at a "fact finding" meeting. Any questions the council might have should be sent to Mike Abshire and he can forward them to a county commissioner.

### **2. Historic Guidelines (vote required)**

S. Wallace asked why these guidelines weren't being recommended to the town council by the planning commission. Mike Abshire stated the requested changes had been made by the HLC and the Mayor stated he was sure it was recommended by the planning commission in the past, but would check.

**Motion made by L. Robertson, Second by H. Mills to adopt the Historic Guidelines. Motion was approved unanimously.**

**Motion made by H. Mills, Second by W. Smith to adjourn at 7:26 pm. Motion carried unanimously.**

**Respectfully submitted by L. Robertson, Recorder.**