

Shepherdstown Town Council Meeting Minutes
February 10, 2009
6:30 pm – Town Hall

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

Absent: Lance Dom (Recorder)

Visitors: See visitor's list.

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

The meeting was called to order by Mayor Auxer at 6:30 pm. The Town Council meeting minutes of January 13, 2009, were not available. The minutes will be included in next month's packet.

Agenda Items 3 and 4 Public Comment Period/Visitors:

Farmer's Market 2009 Season

- Bill Grantham and Paul Elliott representative of the Farmer's Market appeared before the Council to request approval for the upcoming 2009 season (written request handed out to Town Council). Mr. Elliott spoke on behalf of the Farmer's Market. Points of interest were:
 - This is the 18th year for the market.
 - Thanked the residents, Mayor and Council and Police Department for their support.
 - Starting date will be Sunday, April 5 and every Sunday thereafter except for Easter weekend when the market will set up on Saturday, April 11.
 - Expects to do a feasibility study to extend the market on King Street up to Union Alley. This will be addressed by the Public Works Department at its March meeting.
 - Ribbon cutting on April 5 at 9:00 a.m. All are invited.
 - Last year the Mayor asked for town representation on the Farmer's Market Board. As it stands; Pam Berry (SBA), Sandy D'Onofrio (citizen), and the Mayor sit on the Board as non-voting members.
 - Mayor Auxer or a representative is invited to the next meeting of the Farmer's Market on February 19, 7:00 p.m. at BizTech. Lori Roberston will attempt to attend.
 - Previous year's vendors must reapply each year and go through the selection process that is done by the entire group.

Motion by H. Mills, second by W. Smith, approve Farmer's Market Season 2009. S. Wallace inquired about the procedure used to select vendors. Previous year's vendor must reapply each year and go through the selection process. Selection of vendors is performed by the entire group. Unanimous

Library Board – Brownfield Dump Proposed Use

- Hali Taylor and Liz Wheeler appeared before the Town Council seeking support for the use of a town owned dump site located on Rt. 480 as a proposed library. Ms. Taylor provided a handout to the Town Council outlining a brief summary of the library's history and what is hoped for the future. She provided that the Library Board has been encouraged by many officials to pursue this proposal and have been urged to submit a grant application for funding with a deadline of next week.
- The Town Council agreed that the library has outgrown its current residence, the Old Market House.
- Consensus of the Town Council is to support the proposal conditional that legal costs that are likely to surface are to be covered by the Library Board. No further action taken.

Soap Box Derby 2009

- Susan Cole and Carol Chriswell appeared before the Town Council requesting approval of the Soap Box Derby for 2009.
- Mayor Auxer reported that letters were sent to residents on Washington Street from Church to Princess Street seeking input on the Soap Box Derby taking place on their street. All comments were positive.

Motion by S. Wallace, second by H. Mills, approve the Soap Box Derby on Washington Street on May 25, 2009, requiring the street to be closed from 6:00 a.m. to 1:00 p.m. Unanimous.

Agenda Item 5 – Public Hearings:

NONE

Agenda Item 9 Reports of Committees: (Note- not in agenda order)

A. Streetscape Committee

Report from John Brady, Project Coordinator

- Project is gaining momentum
- Phase 2 is complete, Phase 4 close to completion and Phase 3 will be started next week.
- Targeted completion date is June 20, 2009.
- The handrailing is still being discussed.

B. Building Commission

- Program for new Town Hall – Gussie Mills discussed the program lay out. It was noted that ongoing interviews have been conducted with staff/administration for the past two years. Total square footage is 3033. S. Wallace asked if there has been a determination of whether the current building would be used or demolished. G. Mills indicated a decision has not been made but the current building would need to be

completely gutted to be incorporated into the new construction. **Motion by S. Wallace, second by T. Martin, approve program as submitted by A. Singletary dated February 2, 2009. Unanimous.**

C. Public Works Committee

- Recommendation to install “no left turn” sign on High Street at the intersection of Duke Street and move crosswalk to other side. Discussion: Mayor Auxer reported that Shepherd University intends on closing the access to pedestrians and this action is part of the plan along with alleviating the traffic backup. He feels the current crosswalk is a safety hazard particularly if a large truck is waiting to turn onto Duke Street and pedestrians are attempting to cross at the same time. He feels the view of the pedestrians is inhibited by the trucks. S. Evanisko (High Street resident) commented that this action was never discussed with the residents of High Street who are directly impacted. She walks this route several times a day. To go to the nearest grocery store would require you to turn right and then turn around to come back into Town or do a u-turn on High Street. To close the High/Duke pedestrian crossing would mean that pedestrians wanting to get to the University would have to walk along Duke Street downhill, without a sidewalk, to the lower pedestrian crossing. S. Evanisko feels this is not a solution. R. Lo (Duke Street resident) commented this is a dangerous intersection and a “no left turn” sign will not alleviate the problems and this action could be confusing to tourists. S. Wallace lives on High Street and feels there is no connection between the crosswalk and “no left turn” restriction. No action was taken on this recommendation.

D. New Business

- a. Community Participation Grants - Motion by H. Mills, second by S. Wallace, to approve the resolution authorizing the Mayor to sign the grant agreement for the Mecklenburg Warehouse. Unanimous.
Motion by H. Mills, second by S. Wallace, to approve the resolution authorizing the Mayor to sign the grant agreement for the Shepherdstown Museum-Entler Hotel. Unanimous.
Motion by H. Mills, second by S. Wallace, to approve the resolution authorizing the Mayor to sign the grant agreement for the public addressing system at Town Hall. Unanimous.
- b. NIMS – National Incident Management System Training – Frank Welch reported that certification of the Mayor and Town Council members is required and can be obtained online. This certification is necessary to qualify for funding. The testing is an open book style. Proof of certification should be submitted to Town Hall to be put on file.
- c. Street closing requests:
Relay For Life sponsored by Shepherd University – April 3 German Street closed from Duke to King from 3:45 until 4:30 p.m. – **Motion by H. Mills, second by L.**

Robertson, approve German Street closure for the Relay For Life event. Unanimous.

- d. “Potato Drop” on King Street sponsored by Shepherd University – April 18 King Street closed from German to High Street from 5:00 a.m. until 2:00 p.m. Motion by L. Robertson, second by W. Smith, approve King Street closure for Potato Drop event with the condition that Back Alley not be blocked. Unanimous.**

E. Finance Committee

- a. Quiet Zone – the Finance Committee did not make recommendation to pay for the traffic study. Arrangements will be made to find volunteers to do this study.
- b. Recommendations:
1. Purchase a Bobcat with the cost being evenly split between the general fund budget and the water and sewer department budget. **Motion by L. Robertson, second by H. Mills, approve purchase of Bobcat. Unanimous.**
 2. Purchase of GMC truck with the cost being evenly split between the streets and public works fund budgets. **Motion by L. Robertson, second by S. Wallace, approve purchase of GMC truck. Unanimous.**
 3. Purchase of snowplow with cost being evenly split between the public works and streets fund budget. **Motion by L. Robertson, second by W. Smith, to approve purchase of snowplow. Unanimous.**

Motion by H. Mills, seconded by W. Smith to adjourn at 8:20 p.m. Unanimous.