# DRAFT MINUTES

**Public Works Minutes**
September 23, 2013
9:55 a.m.
Town Hall (104 North King Street)

Members Present: Mayor Jim Auxer, David Springer – Staff – Frank Welch
Visitors:  Matt Pennington, Hal Snyder

**Agenda Item 1:**  Mayor Jim Auxer called the September 23, 2013 Public Works Committee meeting to order at 9:55 a.m.

**Agenda Item 2:  Minutes – Moved by David Springer, Unanimously Approved.**

**Old Business:**

**Agenda Item 3:  Stormwater Management –** Matt Pennington from Region 9 gave an update on a stormwater management and the MS-4 permit.  The following points were made –

- Jefferson County has drafted an ordinance.  There is a two week comment period in place now.
- Harpers Ferry is still working on their ordinance.
- Shepherdstown will need an ordinance by 2017.
- Shepherdstown should go ahead and adopt an ordinance and enforce the ordinance.
- An ordinance will be applicable to all new development that takes place within the Town.
- The Planning Commission oversees development.
- The first inch of rain must be captured under the new ordinance.
- We can hire our own engineering firm to review the ordinance and review new development.
- Matt Pennington will send a link on the web for the new ordinance.
- Hal Snyder will review the Jefferson County ordinance and make recommendations.
- Ordinance will go to the Planning Commission and the Town Council eventually.
- Public Works could possibly approve an ordinance by November, 2013.
- Matt Pennington will be back at Public Works in November, 2013.

**Agenda Item 4:  Nuisance Properties –** House on corner of Washington St. and Church St. has been an on-going problem with weeds.  Town workers trimmed weeds along the street on both sides of house and billed the property owner.

**Agenda Item 5: Curbing –** Has been completed for this year.  A study will be made this winter to see what other areas need curbing.

**Agenda Item 6: Sidewalk Repair –**Letters have been sent.

**Agenda Item 8: Motion by David Springer  to adjourn meeting. Unanimously Approved. Meeting adjourned at 10:50 a.m.**