

**Shepherdstown Path Advisory Committee Minutes**  
**Monday, March 14, 2016**  
**10:30 am Town Hall**

- 1. Members Present: Kenny Shipley, Matt Mullenax, Steve Thomas, Lori Robertson, Nancy Strine**  
**Staff Present: Mayor Auxer**

**WVDOH on phone- Mark Scoular, Perry Keller, Gary Graley**

- 2. Call to order – Meeting was called to order at 10:38 am by Lori Robertson**
- 3. Agenda – If no objectives, then the agenda is approved. Approved.**
- 4. Minutes – The minutes from Tuesday, January 5, 2016. Approved.**
- 5. Announcements: We are waiting for WVDOH to join us on the phone. In meantime, Lori Robertson mentioned that Lowe Drive is not an option; we need to keep moving as previously. Kenny Shipley gave us an update on the water expansion project that is underway.**
- 6. Old Business:**
  - a. Path Options – WV DOH joins us on the phone. We need to concentrate on getting the easements. There are two options either the property owner donates the easement or we provide Fair Market Value (FMV) which will can come from the grant.**

**Matt Mullenax reviewed the different options how much the ROW would cost. It ranges from a low of \$1.03 to the highest cost of \$5.86 per mile. Perry Keller told us to come back to WV DOH with the ROW easements in hand. The process would be to get them donated to the City of Shepherdstown and then it will be turned over the WV DOH. The value of the property can be used as part of our local match. Try to get them to donate the land but if we have to pay for it, it can come out of the grant. If we use the money acquiring the ROW then it will take away from the total amount. If owners say yes then Matt has a form to use and then the city needs to get it recorded. Then Shepherdstown deeds it to WV DOH. Lori asked WV DOH if there is a form letter we could use or a sample. They were going to check on it for us. Lori asked if WV DOH wants to review the letter before we sent it out and they said yes. We need to go through the WV DOH District ROW, Rick Romij. Need to check with him since Federal rules come into play. Matt asked about an appraisal versus the range comps of figures. The cost for the appraisal can come out of the grant. Lori said let's get an appraisal first. We need to look at willing buyer and willing seller or donate/donator. Lori asked if the meeting with the homeowners need to be a public meeting. We need to check to see if we need to post it. WV DOH suggested meeting with each homeowner individually instead of having a collective meeting. Also we should ask the District ROW to attend one or two of the meetings.**

**After we achieve the ROW part, then Chapman will be pulled back in to start on the final design. We are still at the preliminary engineering phase. We can then start planning our public meeting to review options. We are talking about still holding it at the middle school.**

**Kenny Shipley asked if we need to ask homeowners on both side of the street. Lori and Matt answered yes.**

**Lori said she will work on composing a letter and if WV DOH can send us a sample. Then we will arrange to start meeting with the individual homeowner one on one at their house. We already know we are going to have trouble with Mr. McAteer.**

**Steve Thomas suggested that we start with Tollhouse and contact the Board of Education.**

**We are not pursuing the FY 16 TAP Grant at this time.**

**We redid the agenda to read:**

**Unfinished Business:**

- 1. Path Options**
- 2. Water Expansion Update**
- 3. Property owners Communication**
- 4. Public workshop –pending**

**Lori thanked WV DOH for being on the phone and available for the call.**

**Hearing no objectives, the meeting was adjourned at 11:37 am.**