

# DRAFT MINUTES

## Public Works Minutes

October 24, 2016

9:45 a.m.

Town Hall (104 North King Street)

Members Present: Mayor Jim Auxer, Mark Everhart, Jim Ford – Staff – Frank Welch, Andy Beall

Visitors: David Rosen

**Agenda Item 1:** Mayor Jim Auxer called the October 24, 2016 Public Works Committee meeting to order at 9:43 a.m.

**Agenda Item 2: Comprehensive Plan** - Councilman David Rosen explained the Comprehensive Plan and the goals for the Public Works Committee. The Committee needs an estimated timeline for meeting the objectives in the plan. The plan needs to be on the Town's website for public review. An update will be published in the "Shepherdstown Chronicle" when goals are met so the public will know.

### Unfinished Business:

**Agenda Item 3: The International Property and Maintenance Code:** Six (6) inspections were made on October 22, 2016. Door hangers were left at each residence. The Code Enforcement Officer will contact and meet with each of these owners of properties that have a code violation. The Public Works Committee discussed hiring an assistant to help speed the enforcements throughout town.

An old Trailer on West High Street has been targeted for demolition under the new code. The Town will pay for half of the expense to demolish the trailer. Andy Beall will negotiate with the company that will tear the trailer down. It will take about 1 day for demolition.

**Moved to pay for half the cost to demolish the dilapidated Trailer on the West end of High St. - Unanimously approved**

**Agenda Item 4: Minutes – September 26, 2016 – Unanimously Approved**

### New Business:

**Agenda Item 4: Crosswalks** – It was decided to place a crosswalk on Washington St. from the SE corner of Jefferson Security Bank to the SE corner of the Dance Studio.

### Mayor's Report:

**Adjourned with no objections at 10:12 am.**

Submitted by Frank Welch

