

# DRAFT MINUTES

## Public Works Minutes

February 27, 2017

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: Ken Chohan

**Agenda Item 1:** Mayor Jim Auxer called the February 27, 2017 Public Works Committee meeting to order at 9:45 a.m.

**Agenda Item 2: Minutes – Mark Everhart made a motion to approve the January 23, 2017 minutes, Unanimously Approved**

### Unfinished Business:

**Agenda Item 3: Bridge Lights** – Ken Clohan, representing Dept. of Highways, was in attendance to answer questions about the Potomac River bridge lights. The Mayor presented Mr. Clohan with supporting letters and information on a different type of bridge light that wouldn't collect bugs within the shades. Shepherd University has been using this type of light and has had great success with this light. Mr. Clohan will take this information to Charleston, WV and will see what can be done about changing these lights and globes to a more suitable lighting.

**Agenda Item 4: Crosswalks** – Shepherdstown would like to place a crosswalk at the corner of Washington St. crossing from the Jefferson Security Bank to the Dance Studio. Public Works will place the crosswalk when the weather warms to a suitable temperature. Mr. Clohan discourages putting crosswalks on streets, because of the safety issue to pedestrians.

**Item 5: DOH Projects Agenda** – DOH projects were discussed with Mr. Clohan. The repaving of the 4-way stop intersection will hopefully be completed this summer. Mr. Clohan will let us know when this project will be started. The corners have been redesigned for handicap accessibility. Other needed DOH projects are the paving of Washington St., The paving of E. German St. and the milling of German St. from Duke St. to Princess St.

**Agenda Item 5: The International Property and Maintenance Code** – There will be a meeting with an applicant who is interested in the enforcement officer position to discuss terms of employment.

**Agenda Item 6: Comprehensive Plan** – Jim Ford will review the Plan Goals and sent 2-3 items out to Public Works members per month for comments.

**New Business:**

**Agenda Item 7: Annexation** – The annexation of Fairmont Ave. and Prospect St. was discussed. A resident of the area will be conducting a survey to see how many residents are interested in being annexed. Zoning Officer, Andy Beall, has been reviewing numbers on the costs and income as related to the Town annexing approximately 30 houses in the area. All the numbers have not been figured yet and more study will be needed before any decision is made. Andy Beall will contact the resident getting the information to see what questions need to be answered from residents of the area.

**Adjourned with no objections at 10:30 am.**

Submitted by Frank Welch