

DRAFT MINUTES

Public Works Minutes

May 22, 2017

10:12 a.m.

Town Hall (104 North King Street)

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

Visitors: Lori Robertson, Stuart Wallace, Deb Tucker

Agenda Item 1: Mayor Jim Auxer called the May 22, 2017 Public Works Committee meeting to order at 9:45 a.m.

Agenda Item 2: Minutes – Not included in packet. To be approved next month

Unfinished Business:

Agenda Item 3: International Property and Maintenance Code: Stuart Wallace gave a presentation on the enforcement of the code and topics for the Public Works Committee to discuss. **An enclosure is attached.**

Moved by Jim Ford to present to Town Council a motion to update the 2012 IMPC to the latest code. Unanimously approved.

Agenda Item 4: Tobacco Warehouse: Sarah Lambert is working on plans for the doors. These drawings must go to the Historic Landmarks Commission for their perusal.

Agenda Item 5: Comprehensive Plan Goals: An enclosure from member Jim Ford is attached.

Agenda Item 6: Crosswalk: The crosswalk has been completed at the North corner of Princess and Washington Streets to the South corner.

Agenda Item 7: Recycling: Berkeley County Solid Waste Authority had a meeting on May 24, 2017 about glass recycling. We are waiting for any discussion that would possibly impact our program.

Agenda Item 8: Annexation: It has been learned that if a town annexes less than 10% of their present area, Annexation can be determined to be a minor adjustment.

Agenda Item 9: Sidewalks: Ongoing

Agenda Item 10: Bike Racks: The Bike Rack the Visitor's Center requested is no longer available in that style. It was decided to place one or two advocate meter bike racks in the area.

Agenda Item 11: Trash in Alley's: Deb Tucker gave a presentation on ways to improve the garbage and recycling service. Other Towns have different plans on the collection of trash. Some use different size containers (96, 65 and 35 gallon containers). It seems that if Shepherdstown would use 65 gallon containers and require all customers to bag their garbage, it would cut down on the loose paper, cans, etc. on the ground. An Ordinance will be forthcoming next month requiring all customers to bag their garbage.

There is an enclosure with these minutes.

Adjourned with no objections at 11:05 am.

Submitted by Frank Welch