

**Shepherdstown Town Council Meeting Minutes**  
**Tuesday, February 12, 2019**  
**Shepherdstown – Town Hall**  
**6:30 p.m.**  
**DRAFT**

**Present:** Jim Auxer (Mayor), Lori Robertson (Recorder), Mark Everhart, Deb Tucker, David Rosen, and Cheryl Roberts.

**Absent:** Dave Springer

**Staff:** Chief Mike King, Town Clerk Amy Boyd, and Public Works Director Frank Welch.

**Visitors:** Tabitha Johnston (Chronicle), Marianne Davis, Meredith Frank, Caroline Ferrell, Jan Hafer, Kern Godfrey, David Godfrey, Aylin Godfrey, Liam Godfrey, Corinne Airgood, Natalie Friend, Jenny Flora, Steve Pearson, and Tyler Isador.

**Agenda Items 1 and 2-Call to order/approval of Town Council Minutes (vote required):**

Call to order by Mayor Auxer at 6:30 pm.

**C. Roberts - If there are no objections, move to approve the Town Council Minutes of January 8, 2019. None noted.**

**Agenda Item 3 – Public Comment Period:**

Persons who have registered to address Town Council—

**Agenda Item 4 - Visitors:**

Visitor's comments, if any, are logged in under the specific agenda items.

- a. Visitor's Center Report
  - M. Davis – the government shutdown has had an impact on the visitor's coming to town to shop and eat.

The Visitor's Center, Community Club, and the Lion's Club partnered with Shepherdstown Shares and collected 6,000lbs of food and thousands of dollars for the furloughed workers.

Coming up:

- Back Road Century ride – September 22 – brings in 2K riders.
- The Byrd Center is showing films.
- The Black Box has new plays.
- Reynold's Hall will show a film.
- Town Run Brewery will have a Sock Hop to Save Lives.
- Community Club to host a potluck for the 1<sup>st</sup> responders.
- CATF & 4 Season's Books to do a book launch.

b. C. Airgood – she takes care of the SU ram, JC. March 20<sup>th</sup> at noon in front of Scarborough Library, will be a large peanut butter granola cake for JC. We are invited to attend for JC's 2<sup>nd</sup> birthday party.

**Agenda Item 5 – Public Hearings:**

None

**Agenda Item 6 – Unfinished Business:**

None

**Agenda Item 7 – New Business:**

- a. Shepherd University Alternative Spring Break funding request:
  - C. Ferrell- Biology major – stated that Spring Break provides support for those in need. They went to Kermit, WV where the opioid crisis was at an all time high. – the worst in the state. They helped coal miners find jobs, and helped to remodel houses. It was very hopeful. Thanks the Council for the help. Asking for \$500 as in years past.
  - T. Isador – also attended Alt. Spring Break. It was one week of trust and commitment. It deserves the time and attention as it so important.

**M. Everhart – if there are no objections, move to approve \$500 for the Alternative Spring Break. None noted.**

b. Event requests:

- Farmer’s Market:

N. Friend – expressed thanks to the Council and the Shepherdstown Police Department. The market opens March 31<sup>st</sup> and runs through to December 22<sup>nd</sup>. The ribbon cutting will be 9 a.m. March 31<sup>st</sup>. They are requesting King St. to be closed from 8 a.m. to 1 p.m. The Farm to Fork will be moved to September when it isn’t so hot.

**L. Robertson – if there are no objections, move to approve the Farmer’s market. None noted.**

- Relay for Life:

J. Flora – held on Church and German Streets, April 5<sup>th</sup> from 3:45 p.m. to 4:15 p.m.

**D. Rosen – if there are no objections, move to approve Relay for Life. None noted.**

c. 2018 Hazard Mitigation Plan Resolution:

F. Welch – this is a yearly thing we have to do. Not a lot of changes. All municipalities go together in case of a hazard. Three new changes are our active project – we had to educate homeowners on the flood plane – we’ve done that. The water plant needs an emergency generator – that is in the works. We need to encourage open spaces, and tree plantings - we do that already.

Completed – the dedicated water line to the storage tanks. We have had no warning letters sent out to the public since the installation.

We are working on a secondary intake – the town run will blend with the Potomac River. This will cut down on our chemical use – this is moving forward.

As in years past, the mayor will sign the resolution on behalf of the town.

J. Hafer – she has concerns regarding the town run with the development on Rt. 480, Tollhouse Woods.

F. Welch – DOH will make sure they don’t pollute the run, especially as it is the corporation’s secondary water source.

**Agenda Item 8 – Mayor’s Report:**

Mayor – for the finance committee in March – Martin Burke, President of Jefferson County Historic Landmarks – looking to use \$2500 for the HLC - Eastern Community Foundation Fund. The corporation would use the other \$2500 for our regular fund.

The JCDA – Jefferson County Development Authority has had a large number of members resign. We need a representative from Shepherdstown, the corporate limits to recommend to the County Commission. We have advertised for volunteers and now have 2 resumes. We will start the interview process Feb. 20<sup>th</sup> at 10:30 a.m.

**Agenda Item 9 – Reports of Committees:**

**A. Finance Committee:**

1. No meeting in January 25, 2019
2. Finance Reporting:
3. Recommendations
  - a. Elmwood Cemetery donation of \$1,000

Mayor – this will go towards the renovations of the caretaker’s house. The need \$250,000 to do all of the repairs. We can also help them with finding grants.

**D. Tucker – if there are no objections, move to recommend \$1,000 donation to Elmwood Cemetery. None Noted**

**B. Parking Committee**

1. No meeting in January 2019.
2. Recommendations: None

**C. Police Committee**

1. Meeting minutes of January 2019
2. Police Department Monthly Report – January 2019
3. Recommendations:
  - a. None.

**D. Parks and Recreation Committee:**

1. No meeting in January 2019
2. Recommendations:

None

**E. Public Works Committee:**

1. Meeting Minutes of January 2019
2. Recommendations: None

**F. Path Advisory Committee**

1. No meeting in January 2019

**Agenda item 10 – Report of Commissions, Authority and Boards:**

**A. Water and Sanitary Board:**

- 1 –Meeting minutes of January 2019
- 2 – Recommendations:  
None

**B. Historic Landmarks Commission:**

1. Meeting minutes of January 2019
2. Recommendations:  
None

**C. Planning Commission:**

1. Meeting minutes of January 2019 not available
2. Recommendations:
  - a. None

**D. Tree Commission**

1. No Meeting January 2019
2. Recommendations:

**C. Roberts - if there are no objections, the meeting is adjourned at 7:10 p.m. No objections made.**

Draft Minutes respectfully submitted by L. Robertson, Recorder for the Corporation of Shepherdstown.

