

**Shepherdstown Town Council Meeting Minutes**  
**Tuesday, January 14, 2020**  
**Town Hall**  
**104 North King Street**  
**6:30 p.m.**  
**DRAFT**

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

**Absent:** Dave Springer, Mark Everhart, and David Rosen

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

**Visitors:** Tabitha Johnston (Chronicle), Marianne Davis, Jan Hafer, Sarah Brumback, Nicole Brumback, Linda Spatig, Marty Amerikaner, and Isaac Kessler.

**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.

**D. Tucker - If there are no objections, move to approve the Town Council Minutes of December 10, 2019. None noted.**

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

- a. Persons who have registered to address Town Council.
  - a. Isaac Kessler from Troop 33 – is an Eagle Scout who is looking to clean out the hut at Morgan’s Grove Park. It will involve removing trash and heavy materials. He’s here to ask the town for help – trucks to haul to the dump. He can provide 10-20 scouts to help for the end of February. He gave his email and cell.

**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 Shepherd University Vets to help place wreaths at the graveyard.  
Upcoming events:  
Squeeze the Bag – Bagpipes  
The Bavarian Inn has several events coming up – can look on their website.
  
- b. Linda Spatig – Age Friendly Shepherdstown –  
Gave an update: They have created an advisory board that meets monthly. They have done 5 listening sessions at various local venues with a good turnout at all of them. The sessions included 8 categories. The biggest topic was transportation (streets/alleys/bike paths). Others were communication (there is not enough information regarding topics of interest), more affordable housing, and more green space is needed. Everyone stated that they loved Shepherdstown.  
A survey is also being done, that Linda was not particularly fond of, that will continue to run through February. Once the survey is completed, the board will take the data from the survey and the listening sessions to start to address some of the issues.
  
- c. Shepherdstown Volunteer Fire Department – the mayor stated that this item was not supposed to be on the agenda, so no action.

**Agenda Item 5 – Public Hearings:**

- a. None

**Agenda Item 6 – Unfinished Business:**

- None

**Agenda Item 7 – New Business:**

- a. Event Requests –
  - Dog Fest – April 25-26, 2020

M. Davis – it is the same as last year. This is the last year for M. Davis to organize it, so if anyone is interested in picking it up, please reach out to her.

**L. Robertson – move to approve Dog Fest – April 25-26, 2020. No objections noted.**

- Earth Day – April 4, 2020

M. Davis – it is from 11 a.m. to 1 p.m. on King St. behind the library. Visitors can bring paper products to recycle. There is hope that the town can also collect glass and electronics.

**L. Robertson – move to approve Earth Day- April 4, 2020. No objections noted.**

- b. Shepherdstown Train Station Green Infrastructure Grant – Mayor – working with Region 9, the homes that are adjacent to the Train Station lot have been getting flooded due to the grade of the parking lot – Mill St. bridge was also being washed out by the overflow from the lot. The grant is for \$29,000.00, which breaks down to ½ from the federal govt. and ½ from the town as in-kind labor. The goal is cleaner water via a rain garden.

D. Rosen – how was where the grant was to be used on decided? There are a lot of projects that need attention.

Mayor – this location has been talked about for several years and we could start on it right away, and it's the town's property. It's based on priorities and other factors. If there is a problem area, the public can let anyone on council know and they can also go to any of the Public Works meetings that are held once a month.

D. Rosen – we should have an online method of reporting problem areas to make a request then have some kind of follow-up. He will look into how to do that.

**D. Rosen – move to approve the Mayor to apply for and move forward with the Shepherdstown Train Station Green Infrastructure Grant. No objections noted.**

### **Agenda Item 8 – Mayor's Report:**

- Mayor – We have a new employee at Public Works – Ricky Rogers, and new employee at the Water Department – Russell Drewry.
- The Gal Company is in town working on guttering, caps at the monument, and sidewalks. The walking bridge off King St. has been

- repaired and 12” has been added to the width. Curbing is being done on W. German, S. Princess, High, and Church Streets. The sidewalks are being repaired via the homeowners that they are in front of.
- L. Robertson – The Monarch Waystation Grant is looking for letters of support to be submitted along with the grant. The letters need to be in to Amy Boyd, Town Clerk, and no later than 1/24/20. The email is [clerk@shepherdstown.us](mailto:clerk@shepherdstown.us)
  - The town has a spring and fall clean up the first full week of May and November.

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

#### **A. Finance Committee:**

1. No meeting December 2019
2. Finance Reporting
3. Recommendations
  - a. None

#### **B. Parking Committee**

1. No meeting December 2019.
2. Recommendations: None

#### **C. Police Committee**

1. No meeting December 2019
2. Police Department Monthly Report – December 2019
3. Recommendations: None

#### **D. Parks and Recreation Committee:**

1. No meeting December 2019.
2. Recommendations:
  - A. None

#### **E. Public Works Committee:**

1. Meeting Minutes of December 2019

2. Recommendations:  
None

**F. Path Advisory Committee**  
Did not meet in December

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

**A. Historic Landmarks Commission:**

1. No meeting December 2019
2. Recommendations: None

**B. Planning Commission:**

1. No meeting December 2019

**C. Tree Commission**

1. No meeting December 2019
2. Recommendations: None

**D. Water and Sanitary Board:**

- 1 – Meeting minutes of December 5, 2019 - not available
- 2 – Recommendations: None

**L. Robertson - if there are no objections, the meeting is adjourned at 7:36 p.m. No objections made.**

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