

Persons who are not on the agenda but wish to address the governing body must register prior to the call to order. Time limits will be imposed. Requests for copies of documents related to agenda items must be made in writing at least 24 hours in advance of the meeting, not during the meeting. NOTE: Council members are elected to represent citizens of the Corporation of Shepherdstown, please contact them regarding any questions or comments you may have about the agenda items. This Council follows Robert's Rules of Order (Revised).

Shepherdstown Town Council Meeting Minutes
Tuesday, June 9, 2020
ZOOM MEETING
6:30 p.m.
DRAFT

Present via Zoom Jim Auxer (Mayor), Lori Robertson (Recorder), Dave Springer, Deb Tucker, Cheryl Roberts, David Rosen, and Mark Everhart.

Absent: None

Staff: Town Clerk Amy Boyd (Host) and Public Works Director Frank Welch.

Visitors: Marshal DeMeritt, Tabitha Johnston, Denny Barron, Chris Cafiero Mary Fortuna, Jan Hafer, Marianne Davis, Mr. Gregory, Marty Baach, James Gatz, Austin Slater, Ebonee

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. Springer - move to approve the Town Council Minutes of May 12, 2020. No objections noted.

C. Roberts - move to approve the Special Town Council Minutes of May 21, 2020. No objections noted.

M. Everhart - move to approve the Special Town Council Minutes of May 26, 2020. No objections noted.

*** Visitors will be muted once the meeting starts.**

Agenda Item 3 – Public Comment Period:

a. Persons who have registered to address Town Council.

- Mayor Auxer asked L. Robertson to speak to the upcoming election – L. Robertson – we have received a lot of questions regarding the election. That’s good as Shepherdstown is always involved and interested in local politics.

The original election date was June 2, 2020 but due tot the state postponing the election, a decision made by the Governor’s Executive Order, our election, meaning the schedule, was moved to July 21 due to that order.

We are not behind schedule in publishing election information. We are being consistent as in years past in accordance with the Secretary of State’s rules and regulations.

Amy Boyd, Town Clerk, just received ballots and election materials on June 4th (5 days ago). This received material is standard procedure in regards to the timing of the reschedules election.

The candidates are listed on the sample ballot which will be published June 10, 2020 on the website as scheduled. Remember, the town clerk just received the sample ballot June 4th.

All information is forthcoming and will on our website by the end of the business day tomorrow, June 10th. Information will include deadlines for absentee ballots, where to vote, deadlines for registering to vote, etc.

Everyone who was registered to vote as of 2 weeks ago has been mailed an application for an absentee ballot if they wish to vote that way. 801 were mailed June 8th.

For those about to register and need and application for an absentee ballot, please contact Amy Boyd, Town Clerk or go to the website.

In-person early voting starts July 8-18th at town hall.

Those eligible to vote in the municipal election must reside in the corporate limits and have registered by June 30th.

Some general election info –

We are District 33

Polls are open from 6:30 a.m. to 7:30 p.m. July 21, 2020

Location is Town Hall

We cannot make anyone wear a mask or place any further restrictions or regulations on a voter than what the state allows or requires.

Elections workers will have mask and will practice social distancing.

The website is www.shepherdstown.us

Agenda Item 4 - Visitors:

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

Agenda Item 5 – Public Hearings:

- a. None

Agenda Item 6 – Unfinished Business:

- a. Re-opening of Shepherdstown – Reports from committees
D. Tucker – there are 8-9 members that have come up with decals welcoming everyone to town and encouraging masks and distancing.
- b. Recycling –
L. Robertson – the recycling task force is recommending we postpone the implementation of the recycling ordinance that was due to take effect, citing the undue financial burden the businesses are already facing. We will revisit it September 1, 2020.

Agenda Item 7 – New Business:

- a. WV Department of Transportation Alternative Transportation Grant Program Award of \$500,000 for the Shepherdstown Path
L. Robertson – together with the help of Matt Mullenax of Region 9, we applied for another grant in the fall of 2019 and just received

notification of being awarded \$500K. The design/engineering is almost complete and we are still moving forward.

b. Shepherdstown Fire Department parade

M. DeMeritt – it is a tradition to walk the huge American flag down German St. It's not a parade but a walk. We will socially distance – to honor America. There will be 1-12 members carrying the flag, will wear masks, and no shaking of hands.

C. Roberts – move to approve the Shepherdstown Fire Department walk July 4th at 11 a.m.

Discussion –

D. Springer – concerned that it will draw too many people. It's a hazard to congregate and we will be endorsing it. It's a risk.

D. Tucker – what is the message? What happens if it blows up to a large event?

M. DeMeritt – to present to colors of the flag and honor. Will be followed by fire trucks. Will last 25 minutes. It's a month a way and we may see a decrease in numbers by then.

M. Everhart – thinks it's a great idea.

L. Robertson – we have to vote on it as we are closing the street.

D. Rosen and C. Roberts are in favor.

Mayor – call for a vote by raising hands-

Yays – D. Tucker, M. Everhart, C. Roberts, L. Robertson, and D. Rosen

Nays – D. Springer

The motion is passed.

Agenda Item 8 – Mayor's Report:

- Mayor – the census is so important, it is where the town gets its money. Please fill it out.
- There is a Shepherdstown Black Lives Matter vigil/protest Friday the 12th from 5-6:30 p.m. at Morgan's Grove Park organized by three members of CATF. We look forward to the support from everyone in our community. No food, just speakers.
- Stick together and be supportive for our business community, practice good hygiene, social distancing, wash your hands and encourage masks. Please be kind and understanding of your fellow human.
- July 14th is the next Town Council meeting.

- All of the local and regional tasks forces are moving forward to maintain consistency for all of the small towns.
- Shepherdstown staff are maintaining a high level of service-thank them when you see them. Town looks good-we are making Shepherdstown a great place to live.

Agenda Item 9 – Reports of Committees:

A. Finance Committee:

1. No meeting May 2020
2. Finance Reporting
3. Recommendations
 - a. None

B. Parking Committee

1. No minute May 2020.
2. Recommendations: None

C. Police Committee

1. No meeting May 2020.
2. Police Department Monthly Report – march 2020
3. Recommendations: None

D. Parks and Recreation Committee:

1. Meeting Minutes of May 2020
2. Recommendations:
 - A. None

E. Public Works Committee:

1. Meeting Minutes of May 2020.
2. Recommendations:

None

F. Path Advisory Committee

Did not meet in May

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

A. Historic Landmarks Commission:

1. Meeting minutes of May 2020
2. Recommendations: None

B. Planning Commission:

1. Meeting minutes of May 2020

C. Tree Commission

1. Minutes May 2020 –not available
2. Recommendations: None

D. Water and Sanitary Board:

- 1 –Meeting minutes of May 2020 – not available
- 2 – Recommendations: None

L. Robertson - moved to adjourn. Mayor - if there are no objections, the meeting is adjourned at 7:24 p.m. No objections made.

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

Comment to Shepherdstown, WV Town Council
Via email to: Amy Boyd, Town Clerk

For June 9 meeting at 6:30 pm
Submitted in advance, before 4:30pm on Monday, June 8
By Shepherdstown residents:
Elise Baach
Mary Fortuna
James Gatz

As Shepherdstown residents, we feel there is an opportunity to increase voter engagement and turnout in Shepherdstown's municipal elections. Toward this end, it will be helpful to provide residents with clear, detailed, and timely information about voting in the upcoming town election. Per Amy Boyd, an official election notice and sample ballot are required by law and will be distributed shortly and posted/pinned on the website and Town Hall windows.

Additionally, we feel that greater public awareness to the candidates for office is needed for informed decision making. We recognize that the Town Council positions require a great deal of time and work. We greatly appreciate and value the efforts of the Town Council, the Recorder and the Mayor. The identification of this opportunity is in no way intended to increase the Council's burden.

Rather, we are offering our volunteer services. We are interested in helping to raise awareness among Shepherdstown voters about the municipal voting procedures and the candidates. We are currently exploring ways to do that including a virtual "meet the candidates" event and/or a Facebook page where all candidates can be invited to introduce themselves. So that we may provide accurate information, we request clarification on key facts.

We ask:

- 1) Will the official election notice be published in appropriate area newspapers?
- 2) Will the town include the official notice in mailings to Shepherdstown residents with applications for absentee ballots?
- 3) Please confirm, if a person is registered to vote in a West Virginia or Jefferson County election and if that person lives within the town limits, are they eligible to vote in the town election?
- 4) Would the town kindly verify the accuracy of the following information and provide additional (missing) details so that residents may better understand the procedures and requirements for the upcoming municipal election:
 - Election date: Originally scheduled for June 2, the election has been rescheduled to July 21, 2020
 - To be eligible to vote in this election, voters must have a current valid address within the corporate limits (is a map available that clearly demarcates the boundaries?) and must have registered to vote (such as by completing the WV

Voter Registration form at the Division of Motor Vehicles or by submitting the forms to the County Clerk) by June 30, 2020.

- For information on how to register to vote and how to update their address or other information on their voter registration, residents should contact the Jefferson County Voter Registration at 304-728-3246 or visit: <https://ovr.sos.wv.gov/Register/Landing>
- Early voting for the municipal election will begin on July 8 and run through July 18, 2020. The early voting location is the Shepherdstown Town hall from 8:00 a.m. to 4:00 p.m. Monday-Friday.
- Voters may vote via absentee ballots for multiple reasons including due to the COVID-19 emergency.
- The town will mail absentee ballot applications to registered voters residing within Shepherdstown town limits by July 15th
- Residents seeking to vote absentee must return the application to the town at xx x address by [XX date].
- The town will then mail the absentee ballots to the voter by [xxxx date], and the voter must complete and return the absentee ballot to XXXX by [XX date].
- The poll location on the July 21 election day will be [XXX]. Voting hours will be [XX a.m. to XX p.m.].
- Available candidate information is as follows:
 - Seven individuals are vying to fill the five council seats. These are: Corrine Airgood, Marty Amerikaner, Jim Ford, Jenny Haynes, Cheryl Roberts, Chris Stroeck and Deb Tucker.
 - Lori Robertson is running unopposed for the Town Recorder position.
 - Two individuals are vying to fill the position of Mayor. These are Jim Auxer and Todd Cotgreave.
 - Residents may vote for up to 5 candidates for council, one candidate for Recorder, and one candidate for Mayor.
 - The 5 Town Council candidates receiving the largest number of votes will be elected.
- A sample ballot may be viewed online here: [link]
- The Voter ID requirements can be found online here : [link]
- The town has not published official biographical information about or statements from each of the candidates. (If the town has published official information about the candidates, please share it with us.)

The above information is respectfully requested via email to us: Elise Baach (etbaach@gmail.com), Mary Fortuna (maryteresafortuna@gmail.com), and James Gatz (jimgatz@gmail.com) by the end of this week. Thank you in advance for providing this information and, as always, for your service to our community.