

Shepherdstown Town Council Meeting Minutes
Tuesday, December 8, 2020
Zoom Meeting
6:30 p.m.
DRAFT

Present: Jim Auxer (Mayor), Lori Robertson (Recorder), Chris Stroeck, Marty Amerikaner, Cheryl Roberts, Jenny Haynes and Jim Ford

Absent: None

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

Visitors: Natalie Friend, Rael Hogweed (Alan Mayman), Jan Hafer, Mary Fortuna, Elise Baach, Steve Pearson, and Marianne Davis.

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. Stroeck- move to approve the Town Council Minutes of November 10, 2020. No objections noted.

Agenda Item 3 – Public Comment Period:

- a. Persons who have registered to address Town Council.
- a. None

Agenda Item 4 - Visitors:

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

Agenda Item 5 – Public Hearings:

- a. First Reading of an ordinance authorizing amendments to and readoption of the tariff for all users of all water system of the Corporation of Shepherdstown.

Recap from November council meeting - looking at the next two years for upgrades to the water plant. The town run is Shepherdstown's secondary water source and this increase will help with the pump station from the run to the plant. The control system needs to be replaced, the mixed media filtration needs replaced, and the need for an emergency generator for power failures is needed. These recommendations will improve the operation. The financing is \$939,000 over a 15-year period. A 5% rate increase will finance this project.

We have to put up money to cover the bond and emergency situations. The last increase was 4 ½ years ago. This increase will take effect in May of 2021. The rate increase would go from \$15.64 to \$16.42.

C. Stroech – move to approve the First Reading of an ordinance authorizing amendments to and readoption of the tariff for all users of all water system of the Corporation of Shepherdstown. Second by M. Amerikaner. No objections noted.

Agenda Item 6 – Unfinished Business:

- a. None

Agenda Item 7 – Old Business:

- a. Christmas in Shepherdstown –
J. Haynes – There are no in-person events planned. They are looking at a reading from Ms. Claus, the Mayor's speech, the tree lighting, a decorating contest to include residents and businesses. Mayor – Dan & Brian donated a non-partisan tree – it doesn't lean left or right.
- b. Email list policy –
M. Amerikaner – there should be an initial email going out in 2 weeks.
- c. Website redesign –
J. Ford – the website is still being worked on.

- d. Grants –
 - C. Stroeck – looking great. Need to put out a notice for those interested in joining the committee, a total of 3-5 members. Wants to see the Grant Committee approved as outlined. He has some grant writers interested.
 - C. Stroeck – move to formulate an ad hoc committee for acquiring grants with the outlined guidelines that will also be a work in progress. No objections noted.**

Agenda Item 8 – New Business: N

- a. Farmer’s Market event request
 - N. Friend – wants to have a winter market every other Sunday 11am – 1pm with 8 vendors. The residents have been contacted and are ok with it
 - J. Ford – move to approve the Farmer’s Market event request. No objections noted**

Agenda Item 9 – Mayor’s Report:

- a. COVID-19 Information -
 - He sends out daily information to the council that can be shared. It is also on the website. This includes information regarding vaccines, stats, tracing, testing, etc.
 - Please be kind to each other.
- b. LED lights for the town’s streetlights. First Energy is doing an audit now – the audit is free. Two examples to check out will be located on East German St. near Sage Place/Shepherd Village and at the corner of Church and German Streets.
- c. Shepherd University – will return to campus 1/19/20
- d. Alley Cat Allies – an organization that helps with stray cats in the area. They donate to those organizations and individuals helping cats in need.

- e. Free parking – November 26, 2020 – January 11, 2021
- f. Thanked everyone for trying to do good things for everyone.
Please vote on the Christmas in Shepherdstown contests.

C. Roberts – mentioned that Asbury Church has new coats for those in need. Also, the City of Hope Church in Martinsburg is a great food source for those in need.

Agenda Item 10 – Reports of Committees:

A. Finance Committee:

- 1. No November meeting
- 2. Finance Reporting:
 - 3. Recommendations
 - a. None

B. Parking Committee:

- 1. No November meeting
- 2. Recommendations: None

C. Police Committee:

- 1. No November meeting
- 2. Police Department Monthly Report
- 3. Recommendations: None

D. Parks and Recreation Committee:

- 1. Meeting minutes of November 2020
- 2. Recommendations:
 - A. None

E. Public Works Committee:

1. Meeting Minutes of November 2020.
2. Recommendations:
None

F. Path Advisory Committee

Did not meet in October.

Agenda item 11 – Report of Commissions, Authority and Boards:

A. Historic Landmarks Commission:

1. Meeting minutes of November 2020
2. Recommendations:
 - a. None

B. Planning Commission:

1. Meeting minutes of November 2020 – not available
2. Recommendations:
 - a. None

C. Tree Commission

1. Meeting minutes of November 2020 – not available
2. Recommendations: None

D. Water and Sanitary Board:

- 1 –Meeting minutes of October 2020
- 2 – Recommendations:
 - a. NONE

E. Board of Appeals

L. Robertson - if there are no objections, the meeting is adjourned at 7:04 p.m. No objections noted.

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