

**Shepherdstown Town Council Meeting Minutes**  
**Tuesday, April 13, 2021**  
**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:** Public Works Director Frank Welch, and Chief Mike King.

**Visitors:** Elise Baach, Mary Fortuna, Steve Pearson, Jan Hafer, Tabitha Johnston, Lisa Giavarelli, Bonni (no last name), Chris Cafiero, Annette Gavin, Peggy McGowen, Lois Turco, Austin Slater, Rick Shaffer, Meredith Wait, Nancy Stewart, David A.(no last name), Forrest Swartz, Diane Fulton, Jason Murphy, My Mac (no name), Lisa Welch, Vicki's Ipad (no last name), Marellen Aherne, Mark Kohut, Mary Hut, Danny & Annie Twilley, A. Tabb (no first name), Beth Rehberger, Deb Tucker, Diane Niedzialkowski, Steve Ayraud, and Teresa Nicole Saunders Meske.

**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.

Approval of the Town Council Meeting Minutes of March 9, 2021

**C. Stroeck- move to approve the Town Council Meeting Minutes of March 9, 2021. Second by C. Roberts. No objections noted.**

Approval of the Special Town Council Meeting Minutes of March 23, 2021

**C. Stroeck- move to approve the Town Council Meeting Minutes of March 23, 2021. Second by C. Roberts. No objections noted.**

Approval of the Special Town Council Meeting Minutes of March 26, 2021

**C. Stroeck- move to approve the Town Council Meeting Minutes of March 26, 2021. Second by M. Amerikaner. No objections noted.**

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

- a. Persons who have registered to address Town Council.
  - a. Mayor Auxer – one person signed up to speak –Elisa Baach. E. Baach – regarding the remote workers: is enthusiastic about it. She highlighted the Smith’s good work. She made some networking suggestions for D. Twilley; Appalachian Trail Conservancy, Potomac Valley Audubon Society, Freedom’s run, Potomac River Keepers, and the Sierra Club.

**Agenda Item 4 - Visitors:**

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

Danny Twilley – Shepherdstown Remote Worker program  
He is the Director on Call for the program. They looked at the size of the community, geographic considerations, and reached out to specific groups to ask for suggestions.

WVU has hired liasons to help with the program, and will hire a local coordinator.

An Outdoor Coordinator is at our disposal.

A Community Development Coordinator will make sure what is being done is in ailment with our goals. State help is also available.

Local and/or regional individuals with special skillsets will also be hired.

The program will soon start to look at co-working space. Shepherdstown is the energy center, but the reach is also the county.

Economic benefits: more publicity for people moving here, outdoor infrastructure-a plus for all for a better quality of life, and new business start-ups.

Timeframe is weeks to months to get started. Looking at April/may/June 2022 to invite individuals to participate. It is currently unknown where the people interested will come from.

Annette Gavin-Bates – tourism will be targeted. Initially businesses already using remote workers will be looked at.

D. Twilley – hoping for a good mix of remote workers. The money used will be spread out between multiple communities, staff, social programming, monthly expenditures, etc. When asked about studies done, there are projections and those can change. He will keep the Mayor/Council updated.

**Agenda Item 5 – Public Hearings:**

- a. None

**Agenda Item 6 – Unfinished Business:**

- a. None

**Agenda Item 7 – Old Business:**

- a. Email list –  
M. Amerikaner – it is operational. A new email was sent out today, totaling 4 to date. 455 people have signed up.
- b. Website redesign update – Draft REP  
J. Ford – it is still a work in progress. The council can check their packets.
- c. Shepherdstown Visitor’s Center – S. Pearson – the SVC is working through the project proposal.
- d. CARES ACT – Community Development Block Grant  
Coronavirus Response – Application submitted March 31, 2021  
C. Stroech – applications for both grants have been submitted – now waiting.
- e. CATF event request – P. McGowen – Season 2021-2022 will have some in-person live events, only 4 held behind the Shepherdstown Public Library. No decision yet on sales of alcohol. Will follow COVID restrictions. Port-a-potties will not be used.  
Mayor – we can do a special meeting if needed for waiving the alcohol and open container ordinances.  
**C. Roberts – move to approve CATF events behind the library with COVID restrictions and contingent on the insurance certificate. Second by J. Ford. No objections noted.**
- f. Birthday Celebration event request – Margaret Alcott is turning 105. Those wanting to wish her a happy birthday may do so on April 24<sup>th</sup> from 3-4:30 p.m. in front of town hall under the awning.

Chief King stated that King Street in front of town hall will be one-way traffic so those can honk their horns and wave to her.  
**C. Roberts – move to approve the Birthday Celebration for M. Alcott in front of town hall. Second by L. Robertson. No objections noted.**

**Agenda Item 8 – New Business:**

- a. None

**Agenda Item 9 – Mayor’s Report:**

COVID-19 Information- visit the website or call town hall. The Mayor can help people navigate the information.

In-person meetings – to the council - please let the mayor know your thoughts. The Community Club has worked out well in the recent past.

LED lights – has received some comments. Public Works is working with the Mayor on placement and varying degrees of brightness. Will place one by the Library and Post Office intersections and see how they work.

C. Stroeck – noted that the brightness can be altered.

**Agenda Item 10 – Reports of Committees:**

**A. Finance Committee:**

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

**B. Parking Committee:**

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

**C. Police Committee:**

1. No March meeting
2. Recommendations: None

**D. Parks and Recreation Committee:**

1. Meeting minutes of February 2021
2. Recommendations:
  - A. None

**E. Public Works Committee:**

1. Meeting minutes of March 2021
2. Recommendations:  
None

**F. Path Advisory Committee**

1. Meeting minutes of March 2021
2. Recommendations:
  - a. None

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

**A. Historic Landmarks Commission:**

1. Meeting minutes of march 2021
2. Recommendations:
  - a. Appointment of Dr. Keith Alexander (3-year term)  
**L. Robertson – moved to approve the appointment of Keith Alexander’s 3-year term. Second by C. Roberts. No objections noted.**

**B. Planning Commission:**

1. Meeting minutes of March 2021
2. Recommendations:
  - a. None

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**C. Tree Commission**

1. Meeting minutes of March 2021
2. Recommendations: None

**D. Water and Sanitary Board:**

- 1 –Meeting minutes of March 2021
- 2 – Recommendations:

- a. Member reappointments (3-year terms) – Water Board: Sue Kemnitzer, John Bresland, and Mike Godfrey. Sanitary Board: Bob Keller

**J. Ford – move to approve the reappointments of Sue Kemnitzer, John Bresland, and Mike Godfrey to the Water Board. Second by L. Robertson. No objections noted.**

**J. Ford – move to approve the reappointment of Bob Keller to the Sanitary Board. Second by L. Robertson. No objections noted.**

**E. Board of Appeals**

1. No meeting scheduled

**J. Ford - if there are no objections, the meeting is adjourned at 7:41 p.m. Second by C. Roberts. No objections noted.**

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