

FINANCE COMMITTEE MINUTES

Tuesday, March 2, 2021

10:00 a.m.

Zoom Meeting

1. Call to order
2. Members present: Mayor Auxer, Jim Ford, Cheryl Roberts
3. Staff present: Amy Boyd, Debbi Nickerson, Frank Welch, Mike King
4. Reading/approval of minutes – approved by C. Roberts, second by J. Ford
5. Unfinished Business
6. New Business
 - a. Jefferson County Historic Landmarks Commission endowment fund request for contribution – Martin Burke – endowment was created for unincorporated areas of Jefferson County. The fund expanded to all municipalities. The match is 50% to any nationally registered home within the historic district. Currently, there is \$62K in the endowment. The Jefferson County Commission contributes \$2,500 annually. Mr. Burke is requesting \$1,500 from the Town. Mayor Auxer comments that the entire town is in the historic district. This is a good opportunity for homeowners to apply for grants. Cheryl Roberts commented she hopes eligible residents could take advantage of this opportunity. Motion by C. Roberts, second by J. Ford, recommend to Town Council approval of a contribution of \$1,500 to the endowment fund. Unanimous.

J. Ford encouraged Mr. Burke to approach the County and ask for more funding.
 - b. 2021-2022 Levy Budget (General and Coal Severance) – J. Ford commented the budget appears straight forward. Mayor Auxer reported there is a 2% wage increase for the staff. He expressed his appreciation to the staff for their dedication during the pandemic. J. Ford emphasized the importance of getting one or more of the businesses annexed on Rt. 45. Moved by J. Ford, second by C. Roberts, recommend to Town Council for approval. Unanimous.
 - c. COVID Community Block Grant application for food assistance and mortgage/rent/utilities assistance. A public hearing is scheduled for

Saturday, March 6 at 3:00 p.m. The purpose of the hearing is to gather data on the need for assistance. This is a 2-part project. Part 1 is partnering with Shepherdstown Shares for the foodbank and part 2 is partnering with the Catholic Charities for the mortgage/rent/utilities. This will be a reimbursement process. At this time, we are not certain that we will be eligible to apply. The need for reimbursement funds will be necessary if we are eligible and will be addressed at a later time. Further information will be forthcoming following the public hearing.

7. Financial Reporting – no action
8. Mayor’s Report
9. Motion by J. Ford, second by C. Roberts, meeting adjourned at 10:50 a.m.

Respectfully submitted by Amy L. Boyd, Town Clerk