

**Shepherdstown Town Council Meeting Minutes**  
**Tuesday, June 8, 2021**  
**Zoom Meeting**  
**6:30 p.m.**  
**DRAFT**

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

**Absent:** Cheryl Roberts

**Staff:** Town Clerk Amy Boyd, Public Works Director Frank Welch, Chief Mike King, and Zoning Officer Andy Beall.

**Visitors:** Elise Baach, Tabitha Johnston, Peggy McKowen, Toni Milbourne, Austin Slater, Stacy Tabb, Chris Cafiero, Marshall DeMerritt, Philip Baker-Shenk, and Greg Welter.

**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 May 11, 2021

**J. Ford- move to approve the Town Council Meeting Minutes of May 11, 2021. Second by C. Stroeck. No objections noted.**

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

- a. Persons who have registered to address Town Council.

**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. CATF – suspension of open container ordinance  
P. McKowen requested the suspension of the open container ordinance.  
**L. Robertson – move to suspend the open container ordinance for 7/9, 7/16, 7/23, & 7/30. Second by C. Stroech. No objections noted.**

**Agenda Item 7 – Old Business:**

- a. Email list –  
M. Amerikaner – there are 480 subscriptions to date. Amy Boyd and Marty will continue to decide on the content.
- b. Website redesign update – Draft REP  
J. Ford – a few changes have been made and has been sent to Chazz (town attorney) for review.
- c. Shepherdstown Welcome Center – opened Friday, May 28<sup>th</sup> and open from 10 a.m. – 4 p.m. All is going well.
- d. Shepherdstown Remote Worker Program – no new information since their visit two weeks ago.

**Agenda Item 8 – New Business:**

- a. Committee Reports
  - 1. Police Committee – Chief King – Residential parking permits will now have the option to renew up to 3 years. Metered parking stickers up to one year. There is a plan to put the photos with a brief bio of the full-time officers on the website.
  - 2. Public Works – A. Beall - LED lights – an LED task force will look at the LED design layout for the town. They will look at uniformity to replace the current lights. Test lights are forthcoming. C. Stroech noted that public works, council, or the public has made no decision on the lights. Options are still being looked at, and then will ask for feedback that will lead to a decision. M. Amerikaner suggested the email blast could help.

3. Mayor – nothing new regarding Rt. 45 project. There will be a meeting June 15 at the community Club regarding the Rt. 45 project.

**Agenda Item 9 – Mayor’s Report:**

a. Train concerns –

The Mayor has received two letters expressing concern regarding the length of the trains and the trains stopping on the tracks blocking the roads, thus blocking emergency access.

The mayor will write a letter. He has also reached out to the other mayor's for support.

Chief King – Norfolk/Southern has increased its number of cars – they can be up to 3-miles long. The law states that a road may not be blocked for longer than 10-minutes unless it’s an emergency. Once the trains stop for an emergency, railroad personnel must walk the length of the train to visually inspect it before clearing it to resume. Sometimes trains have to slow down in order to pass each other. There is an app that shows what is in each train car.

M. DeMerritt, with the Shepherdstown Fire Department – they do have emergency teams and can respond to HAZMAT incidents. Rest assured that the SFD would find a way to reach any issues that arise. The SFD supports a letter to the railroad as a public safety concern.

P. Baker-Shenk – supports the letter. He is concerned for the residents, the Shepherdstown Day Care Center, etc.

b. In person meetings – will resume for the July meeting.

M. Amerikaner – can we have a special meeting/retreat for the council to speak about priorities, investment, and/or developments in/and around town.

Mayor – he would have to run this idea by Chazz (town attorney). There would be no motions.

Mayor – started to speak about Rockwool – C. Stroeck asked that he be put in the Zoom waiting room during the discussion.

A. Boyd did that.

The Mayor stated he would forward our 2018 Resolution to Jefferson County Foundation.

A. Boyd let C. Stroeck back on the Zoom call.

The Mayor received a late email last night from Shepherdstown Fire department from Denny Baron asking to carry the very large American Flag down German Street on the 4<sup>th</sup> of July. D. Baron came in today to fill out the Event Request Form that the Mayor will approve. German St. will be closed from 11 a.m. – 11:30 a.m.

Mayor – the mask banners will be taken down.

Lori Robertson – 480 Bike Path – there will be a conference call with the Department of Transportation tomorrow at 9 a.m. All engineering plans have been submitted to DOT.

M. Amerikaner – asked about the \$800,000 coming to Shepherdstown. Mayor – no details yet – the Mayor will keep us abreast.

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

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

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

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

1. Meeting of June 2021 – not available at this time
2. Recommendations: None

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

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

**D. Parks and Recreation Committee:**

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

**E. Public Works Committee:**

1. Meeting minutes of May 2021
2. Recommendations:
  - None

**F. Path Advisory Committee**

1. No meeting in May 2021
2. Recommendations:
  - a. None

**G. Grant Committee**

1. Meeting minutes of May 2021

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

**A. Historic Landmarks Commission:**

1. Meeting minutes of May 2021 – not available at this time
2. Recommendations:
  - a. None

**B. Planning Commission:**

1. Meeting minutes of May 2021 – not available at this time
2. Recommendations:
  - a. None

**C. Tree Commission**

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

**D. Water and Sanitary Board:**

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

a. None

**E. Board of Appeals**

1. No meeting scheduled

**Mayor Auxer - if there are no objections, the meeting is adjourned at 7:20 p.m. Second by L. Robertson. No objections noted.**

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