

**Shepherdstown Town Council Meeting Minutes**  
**Tuesday, November 9, 2021**  
**Town Hall**  
**104 North German Street**  
**6:30 p.m.**  
**Masks Required**  
**Also being streamed on the town’s facebook page “Shepherdstown,**  
**West Virginia”**  
**DRAFT**

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

**Absent:** None

**Staff:** Town Clerk Amy Boyd and Public Works Director Frank Welch.

**Visitors:** Steve Pearson, Greg Welter, Andy Ridenour, and Mary Walters

**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 October 12 and November 3, 2021

**C. Stroeck- move to approve Town Council Draft Minutes of October 12, 2021 with the following changes/corrections: pg. 2 Agenda Item 4 – Visitors, b – add a period after ago, pg. 5 Agenda Item 8 – New Business – unbold a, pg. 5 Agenda Item 9 - Mayor’s Report – 1<sup>st</sup> sentence change Flood Plane to Flood Plain, pg. 7 Agenda Item 11 – Reports of Commissions, etc. – B 2 a – unbold a, Agenda Item 11 – C – bold the C, and Agenda Item 11 C – add a period after noted. Second by J. Ford. No objections noted.**

**C. Stroeck – move to approve Town Council Minutes of November 3, 2021 with the following changes/corrections: pg. 3 Agenda Item 2 – second paragraph – add to He thinks the bike path is a good example (of**

how the reserve funds may be used.), pg. 4 Agenda Item 2 – second paragraph, last sentence – make resident plural and add a period at the end, pg. 5 Agenda Item 2 – first paragraph add the sentence of – Mayor Auxer will bring up to the Finance Committee for appropriate reserve funds.

Second by M. Amerikaner. No objections noted.

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

- a. Persons who have registered to address Town Council.
- b. The Mayor noted that no one emailed him regarding the meeting prior to the meeting with questions or comments.

**Agenda Item 4 - Visitors:**

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

- A. Ridenour – expressed his concerns about the trains stopping on the tracks blocking traffic for EMS access.  
Mayor – this very issue was addressed 8 months ago with letters being sent to the railroad. All three crossings were recently blocked. Every citizen can contact the legislators, representatives, and delegates about their concerns. The dispatch number for the railroad to call is 1-800-453-2530. He has asked the town attorney to deal with this issue by preparing a document to put pressure on the railroad via an ordinance. We would need several readings of the ordinance to move it forward. He has also spoken with the county. He noted that there is no emergency HAZMAT team in Jefferson County.

**Agenda Item 5 – Public Hearings:**

- a. First reading of an ordinance to amend Section 9-905, subpart ii, of Chapter 9, Title 9 of the Code of Shepherdstown, by expanding and further describing the legal remedies available for violations of this title.  
**L. Robertson – moved to approve the First reading of an ordinance to amend Section 9-905, subpart ii, of Chapter 9, Title 9 of the Code of Shepherdstown, by expanding and further describing the legal remedies available for violations of this title. Second by C. Roberts. No objections noted.**

**Agenda Item 6 – Unfinished Business:**

- a. Christmas in Shepherdstown – Friday after Thanksgiving  
J. Haynes – Friday night will be the kickoff with Santa arriving and the tree lighting. Lights throughout town are being checked and updated; there are events and promotions going on. A rack card is almost complete. Ms. Claus will start her readings around 5:45 p.m. and Santa will arrive by 6-6:15 p.m. King St. should be closed by 3 p.m. for the fire department to start their bonfire. German St. should be closed from 5:15 – 7:15 p.m. Only one family at a time will be allowed in McMurrin Hall to see Santa. Judy will contact McMurrin.  
The tree arrives the 19<sup>th</sup> and is decorated the 20<sup>th</sup>. We have a star.  
Nov. 27<sup>th</sup> is a magic show at the Community Club from noon to 3 p.m.  
The Christmas Parade is December 4<sup>th</sup> – 10 a.m.  
Banners will be put up and will Christmas in Shepherdstown will encourage COVID protocols in their marketing.

**Agenda Item 7 – Old Business:**

- a. Initial discussion regarding the development of a public commons area – Chris Stroeck –  
Chris – the grant committee has been looking at a grant for the design phase but the committee cannot apply this year. He wants to form a working group to move this along.

**Agenda Item 8 – New Business:**

- a. None

**Agenda Item 9 – Mayor’s Report:**

- a. Shepherdstown Public Library Update –  
Mayor – the repairs are moving along. There is now electric and the bathroom is being assembled. The furnace needs to be cleaned. The new library framing is up.

- We have hired a new public works employee.
- The bike path grant match will be on the Finance Committee agenda.
- Free parking in Shepherdstown for meters only is from Dec. 10 – Jan. 13.
- Will schedule a working session for after the holidays in early February.
- Nov. 20<sup>th</sup> – Rotary will cut the weeds & grass around the signs.
- Jennifer will be cleaning the rain gardens at the Train Station and around the Shepherdstown sign by the Bavarian Inn coming off of the bridge.
- Toys for Tots-like boxes are at Town Hall and Shepherdstown Shares. L. Robertson suggested gas cards could be donated to Shepherdstown Shares for giving out.

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

**A. Finance Committee:**

1. No meeting in October 2021
2. Finance Reporting:
3. Recommendations
  - a. None

**B. Parking Committee:**

1. No October 2021 meeting
2. Recommendations: None

**C. Police Committee:**

1. No October 2021 meeting
2. Recommendations: None

**D. Parks and Recreation Committee:**

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

C. Roberts – noted that Nov. 30<sup>th</sup> is the next meeting. The committee is exploring ways to spruce up the parks to make

them more inviting. Bookmark the Park will happen again in the spring. They are also looking at addressing the mulch issues around the playgrounds.

**E. Public Works Committee:**

1. Meeting minutes of October 2021
2. Recommendations:
  - None
  - Mayor – hazardous sidewalks – Frank has an extensive list with photos.

**F. Path Advisory Committee**

1. No meeting in October
2. Recommendations:
  - a. None

**G. Grants Committee**

1. Meeting minutes of October 2021 – not available at time of packet preparation.
  - a. Recommendations:
    - None

Chris Stroeck – regarding the Cares Act – Catholic Charities should be able to distribute the funds January 2022 using an application process.

The committee is also working on a grant for AED devices for the Shepherdstown Police Department.

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

**A. Historic Landmarks Commission:**

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

**B. Planning Commission:**

1. Meeting minutes of October 2021
2. Recommendations:

- a. None

**C. Tree Commission**

- 1. Next meeting November 11
- 2. Recommendations: None
- 3. L. Robertson – Jennifer will be cutting the lirioppe and mulching soon to ready the beds for the holidays. We changed our next meeting to November 18<sup>th</sup> where we will be discussing the tree inventory proposals in more detail.

**D. Water and Sanitary Board:**

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

**E. Board of Appeals**

- 1. No meeting scheduled

**C. Roberts – move to adjourn at 7:33 p.m. Second by C. Stroeck. No objections noted.**

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