

Shepherdstown Town Council Meeting Minutes
Tuesday, December 14, 2021
Town Hall
104 North German Street
6:30 p.m.
Masks Wearing is 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, Public Works Director Frank Welch, and Chief of Police Mike King.

Visitors: None in person

Agenda Items 1 and 2-Call to order/approval of Town Council Minutes (vote required):

Call to order by Mayor Auxer at 6:31 pm.

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

C. Roberts- move to approve Town Council Draft Minutes of November 9, 2021 with the following addition per C. Stroeck: pg. 3 Agenda Item 7 – Old Business, a – add at the end of the first sentence -comma - due to not being shovel ready.

Second by C. Stroeck with the addition. 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.

Agenda Item 5 – Public Hearings:

- a. Second 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. Jenny Haynes. No objections noted.

Agenda Item 6 – Unfinished Business:

- a. Chief King – spoke to the train traffic – Norfolk Southern officials can be called if a train is stopped on the tracks for an extended period of time (10 minutes). The number to call is 1-800-453-2530 to reach the dispatcher. The Mayor has spoken to the town attorney to see if the stoppage is citation worthy.

Agenda Item 7 – Old Business:

Agenda Item 8 – New Business:

- a. Request from Shepherdstown Public Library Board of Trustees to appoint Sally Brasher to trustee position.

L. Robertson – move to approve the request from the Shepherdstown Library Board of Trustees to appoint Sally Brasher to trustee position. Second by C. Roberts. No objections noted.

- b. Naming of street – no action taken, as it has to go to Public Works.

Agenda Item 9 – Mayor’s Report:

- a. Shepherdstown Public Library Update –
Mayor – the Library on German St. is back open. There is a leak that is being addressed. The new Library off of Lowe Dr. is moving along.
- Mayor – has been in discussions with the other mayor’s in Jefferson County. The goal is to speak as one voice. They have discussed sharing services, police departments, growing populations, Marc train, services we need to provide, how we are being represented by our delegates/senators, and have the legislators attend the mayor’s meetings. He is also working with the Municipal League.
 - The town has hired 2 new employees for Public Works. Glen Taylor was hired in November and Gary Moats was hired in mid-December.
 - The corporation is need of an accounting clerk/bookkeeper.
 - He thanked all involved with the tree, tree lighting and lights, Christmas in Shepherdstown – Judy Shepherd, Jenny Shepherd, Rotary and Lions, the parade – Holly Frye and Peter Smith.
 - Happy Holidays to the council, town staff, volunteers, and so many organizations that make Shepherdstown what it is.
 - Rt. 340 is getting close to closing to work on the bridge due to the rockslides. The work should take 45-60 days. A start date has not been determined.
 - J. Ford – noted the RFP for the website has been sent to vendors as of December 1. It will be open for 60 days.
 - C. Roberts – December 15, the Lion’s Club is offering gift-wrapping at Evolve from 9 a.m. – 6 p.m. for donations only.
 - M. Amerikaner – noted that there is a new forum to pay water bills. People are having trouble getting verification emails once signed up. Town Hall is working through it.

Agenda Item 10 – Reports of Committees:

A. Finance Committee:

1. Meeting minutes of December 2021
2. Finance Reporting:
3. Recommendations
 - a. Allocation of \$200,000 to Bike Path Project

L. Robertson – move to authorize the allocation of \$200,000 from the video lottery reserve for the Bike Path Project and to sign the DOH agreement. Second by C. Roberts. No objections noted.

L. Robertson thanked everyone profusely for their help over this very long process. This agreement will move us to the breaking ground phase.

B. Parking Committee:

1. No November 2021 meeting
2. Recommendations: None

C. Police Committee:

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

D. Parks and Recreation Committee:

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

C. Roberts – noted that they are looking at funding/grant for a trail around Rumsey and Cullison Parks.

E. Public Works Committee:

1. Meeting minutes of November 2021
2. Recommendations:

None

F. Path Advisory Committee

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

G. Grants Committee

1. Meeting minutes of November 2021 – not available at time of packet preparation.
 1. 2. Recommendations:
 - None
 - 3. AED Grants - The committee is working on a grant for AED devices for the Shepherdstown Police Department. They are looking at 6 AED's for each patrol car.
- J. Ford – move to approve the Grants Committee to apply for the AED grants when the opportunities open. Second by C. Roberts. No objections noted.**

** M. Amerikaner – noted that the Age Friendly Committee would like to take the next step regarding possible sidewalk grants. The Mayor will set up a meeting with Matt Mullenax.

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

1. Historic Landmarks Commission:

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

2. Planning Commission:

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

3. Tree Commission

1. Meeting minutes of November 2021
2. Recommendations: None
 - L. Robertson – Bartlett has been selected for the Tree Inventory. We will need a short special town council meeting via Zoom once the Grant Committee approves it. Looking at Friday the 17th at 1 p.m.

4. Water and Sanitary Board:

1 –Meeting minutes of December 2021

2 – Recommendations:

a. None

5. Board of Appeals

1. No meeting scheduled

**M. Amerikaner – move to adjourn at 7:19 p.m. Second by C. Stroeck.
No objections noted.**

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