

**Shepherdstown Town Council Meeting Minutes**  
**Tuesday, January 11, 2022**  
**Town Hall**  
**104 North King Street**  
**6:30 p.m.**  
**Mask 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, and Cheryl Roberts.

**Absent:** Jim Ford

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

**Visitors:** Chazz Printz, Stacy Tabb, and Natalie Friend

**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 December 14, 2021

**C. Stroeck- move to approve Town Council Draft Minutes of December 14, 2021 with the following changes/addition per C. Stroeck: pg. 3, Agenda Item 9 – Mayor’s Report, 1<sup>st</sup> bullet pt.– remove the apostrophe in the word mayors - first sentence. Pg. 3, Agenda Item 9 – Mayor’s Report, 3<sup>rd</sup> bullet pt.- add the word in after is, first sentence. Pg. 5, Agenda Item 10 – Reports of Committees, G. Grants Committee #3, 3<sup>rd</sup> line – add the word one to read - one for each patrol car.**

**Second by C. Roberts with the changes/additions. 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. None

**Agenda Item 6 – Unfinished Business:**

- a. None

**Agenda Item 7 – Old Business:**

- a. Train Traffic – the Mayor stated that he waiting on a response from Prince William County on how they deal with similar train traffic issues.

**Agenda Item 8 – New Business:**

- a. Event Request – Farmer's Market (2 applications)  
The Mayor spoke to the neighbors and all are ok with it.  
C. Stroeck – are there any changes? N. Friend – no.  
**M. Amerikaner – move to approve the winter market from 1/6/22 – 3/6/22. Second by L. Robertson. No objections noted.**  
  
**L. Robertson – move to approve the regular Farmer's Market from 3/13/22 – 12/18/22. Second by J. Haynes. No objections noted.**

- b. Tobacco Warehouse Lease to Ascend WV Program

S. Tabb- is a resident outside of the corporation. She uses the river access Riverfront Park and was concerned about what area around the Tobacco Warehouse is being considered in regards to parking.

C. Printz, attorney for the corporation – gave an overview of the process and the next steps to be taken. The proposed use is a positive gain for the town to put the warehouse to use, as it has

been vacant for a very long time. Ascend is willing to spend 2 million dollars. The town will be responsible for the exterior maintenance. The corporation will charge WVU \$1.00 a year. We have engaged in similar lease agreements over the years in town that have proven to be positive.

- \* A lease will get drafted and sent to council and will then have the necessary public hearings. The council would then ratify the lease with the Mayor signing it.

- \* WVU has to deal with the zoning issues. It is currently in a conservation use zone. It would have to go to the BZA, get rezoned Residential/Commercial for its proposed use.

- \* They would then go to the Historic Landmarks Commission for any improvements.

- \* The parking area around the building to the river is leased to DNR and that lease expires April 2022. There is no space for construction/renovation equipment. They would need a temporary use of that property and would have to work closely with DNR to have room for work vehicles.

- \* This property is in a flood plain. The town currently pays \$6,000 a year in flood insurance. If the premium increases, WVU should pick up that expense. There may even be restrictions regarding flooding, we don't know yet.

- \* There is a contract with the State Historical Preservation Office until 2025. Any work done by Ascend, the SHPO has the right to review the plans.

C. Printz recommends a lease with Ascend. He would like to move forward with negotiations and get a draft lease to the council. He will make Ascend aware of all of the above issues. Mayor – Ascend is aware of the parking and flood plain issues. C. Roberts – wants to see the Riverfront Park stay the way it is. She questioned how it would impact those living on N. Princess St.?

L. Robertson – has seen and heard of a lot of good ideas for the use of the warehouse over the years, but nothing has come to fruition. This building needs to be fixed up – loves the idea.

C. Stroeck – there are definitely pros and cons and thinks it is worth allowing Chazz to continue to see where it lands. We would have to agree on discussions/agreements between the DNR and Ascend.

C. Printz – we are asking for a lease agreement. They can't sign a lease without our (the corporation's) consent.

Mayor – we will bring Danny Twilley in to discuss any questions that come up.

M. Amerikaner – are they anticipating a quicker timeline?

Ascend does not know the issues we have just discussed.

C, Printz – he will make them aware of these discussions.

The consensus is to allow Chazz to move forward.

### **Agenda Item 9 – Mayor's Report:**

\* SU states as of yesterday all students have been tested – there was a 5.2% positivity rate.

- Bike Path – the check has been signed. The DOH did not include a resolution to abide by the contract. That would include the corporation being responsible for the maintenance for 20 years and could be responsible for other costs above the \$200K.
- Masks & vaccinations – ask the community to mask up and vaccinate. We can put the mask banners back up.
- Ideas for projects – next meeting in February we can look at it.
- Age Friendly group is ready to put out a newsletter.
- Hoping to have the May Day Parade this year.

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

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

1. Meeting minutes of December 2021
2. Finance Reporting:
3. Recommendations
  - a. None

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

1. No December 2021 meeting

2. Recommendations: None

**C. Police Committee:**

1. No December 2021 meeting
2. Recommendations: None

**D. Parks and Recreation Committee:**

1. No December 2021 meeting
2. Recommendations:
  - a. None  
C. Roberts – the meetings have taken a break and will resume in early spring.

**E. Public Works Committee:**

1. No December 2021 meeting
2. Recommendations:  
None

**F. Path Advisory Committee**

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

**G. Grants Committee**

1. Meeting minutes of December 2021 – not available at time of packet preparation.
2. Recommendations:  
None  
C. Stroech – grant applications for the AED’s and the tree inventory have been submitted.  
Amy Boyd has been working hard on the Care’s Act grant.

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

**1. Historic Landmarks Commission:**

1. Meeting minutes of December 2021 – not available
2. Recommendations:
  - a. None

**2. Planning Commission:**

1. Meeting minutes of December 2021 – not available
2. Recommendations:
  - a. None

**3. Tree Commission**

1. No December 2021 meeting
2. Recommendations: None

**4. Water and Sanitary Board:**

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

**5. Board of Appeals**

1. No meeting scheduled

**12. Work session update**

**L. Robertson – move to adjourn at 7:30 p.m. Second by C. Stroech. No objections noted.**

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