

PUBLIC WORKS COMMITTEE AGENDA

Monday, June 27, 2022

9:00 a.m.

Town Hall

1. Call to order
2. Garbage rates
3. Adjournment

PUBLIC WORKS COMMITTEE MINUTES

Wednesday, June 8, 2022

9:00 a.m.

Town Hall – In person

104 North King Street

1. Call to order 9:00 a.m. - J. Auxer, J. Ford, C. Stroeck (phone); Staff - F. Welch, A. Beall, M. Amerikaner; Visitors - K. Clohan (WV DOH)
2. Reading and approval of minutes – April 27, 2022 - Minutes were approved as submitted with no discussion.
3. Visitors – Ken Clohan – WV DOH - see 5.4 below.
4. Public Comment - None
5. Unfinished Business
 1. International Property and Maintenance Code-property maintenance report – Andy to report
 1. 103 Ray St. - Violation - A. Beall reported that this issue has been resolved.
 2. 349 W. German St. - Violation notice – Work on house partly finished – Violation sent – Establishing ownership. A. Beall reported that Frank Hill is still working on the ownership issue, which could take up to a year.
 2. Trash in alleys - cleaning and contacting property owners and occupants about trash and grass issues. J. Auxer reported normal ongoing progress on this issue.
 3. Recycling Grant - Garbage truck (for glass) – Apply in **2022** – Recycling Committee. J. Auxer reported that this issue is pending being addressed by the Recycling Committee.
 4. Ken Clohan - to attend meeting - projects and updates – Ken explained that some of the outstanding issues were traffic issues and some were maintenance issues.

He would be able to address the traffic issues but that he would have to pass on the maintenance issues to Travis Ray, the district's maintenance engineer.

1. Washington Street-partly paved and improved – Handicap Corners to be installed before paving – Spring – Corners are done. K. Clohan stated that he would check with T. Ray as to when the street paving would be scheduled.
2. German Street - pave Princess to Mill Street – going East – Nothing done. F. Welch stated that T. Ray had told him that milling and paving of this section of German St. would be scheduled to be done in 2023.
3. Princess Street-dip – Bridge crew to assess – Drainage pipe rusting out under road. F. Welch stated that the problem is a deteriorated drainage pipe and that T. Ray had told him the local DOH would be responsible to fix it. K. Clohan said he would check on that.
4. Duke Street – Water problem – Ponding – dig out dirt along curb. F. Welch stated that T. Ray told him the local DOH would dig a channel along the curb of Duke St. to facilitate drainage. K. Clohan said he would check on that.
5. Re-do Crosswalk decals – Partly completed – a few more areas to complete. K. Clohan stated that some of the crosswalk decals (e.g. those at German and Princess Sts.) were scheduled to be done this summer.
6. Inspect German St. at crossing of “Town Run” – Bridge Crew to assess – no report. K. Clohan stated that he would follow up on the status of this report.
7. Jay Hurley's request – RT. 230 – Rumble Strips. J. Auxer stated that some neighbors were in favor of rumble strips and had signed a petition to that effect. K. Clohan reported what had already been done to address this issue and explained that the DOH was not in favor of using rumble strips. No real progress was made on this issue.

8. Response letter from Frank Welch to Lee Thorne (need letter). F. Welch stated that the letter has been sent but there has been no response.
9. There was some general discussion of issues:
 1. C. Stroech stated that some of these issues have been outstanding for several years and the we need to get a committed schedule. J. Ford stated that it would help to have T. Ray attend a meeting since most of the outstanding items involve maintenance. J. Auxer agreed that he would try to schedule T. Ray's attendance.
 2. M. Amerikaner brought up traffic issues that exist on West German St. - excessive speed and no crosswalk west of Duke St. and suggested that using speed bumps would help to slow traffic. J. Ford agreed that these were issues in need of being addressed. K. Clohan stated that DOH does not promote the use of speed bumps and that they consider it a safety issue to put a crosswalk in a location that has neither a stop sign or traffic light. A. Beall asked about the status of the 45 Corridor Vision Plan. K. Clohan agreed that the features of that plan would address this issue but stated that he thought the estimated cost (on the order of \$10M) was a problem. No progress was made on this issue.
5. Garbage and recycling rates. J. Auxer stated that there will be a special PW meeting this month to address this issue.
6. Sidewalk Survey - Letters to be sent to property owners who have hazardous sidewalks – In progress. The letters were sent to the 8 owners with the most serious sidewalk issues. F. Welch reported that 3 of the projects have been completed and the remaining 5 were in various stages of being addressed.

M. Amerikaner – asked question regarding sidewalk condition on the corner King & Washington (Glenn house) – tree has been removed, stump will be removed, sidewalk to be repaired thereafter.
7. FEMA Study - ongoing

8. Request for sidewalk fund - Jamie Dettmer assistance request – total estimated cost to repair sidewalk is \$1900.00. Upon inspection and consideration, F. Welch recommends that the town agree to reimburse 20% of these costs. **Chris S. motion to approve reimbursement, approved without objection.**
9. Sidewalk training - M. Amerikaner to follow up.
10. Gate quotes - Need a new gate at the sewer plant, where access is provided to plant, gas pumps and other public works needs.

We asked for several and obtained 2 written quotes:

Long Fence = \$19,880.00

Frederick Fence = \$16,897.00

Frank W. believes these costs can be divided among the town departments that use this gate. We can use unallocated video lottery funds but must be approved by Council. To be determined at July meeting.

6. Mayor's report
 1. M. Amerikaner asked question regarding our ability to use devices to detect speed and sound in town. Mayor will check with Chief and report back.
 2. Special meeting re rates and recycling to be scheduled for 6/27, at 9am.
7. Adjournment - C. Stroech made motion to adjourn at 9:50am, approved without objection.

Respectfully submitted by J. Ford with the sterling support of C. Stroech.

Corporation of Shepherdstown

Garbage Rates: Per Month

Heavy Commercial - \$182.62

Light Commercial/Other - \$36.55

Light Commercial/Office - \$18.27

Residential - **\$18.27 per billing period**

Apple Valley Waste rates

Residential - \$102 per quarter - **\$34 per month**

What is provided for customers?

Shepherdstown – 2 Trash collections per week

1 Recycle collection per week

1 Brush/Yard Waste collection per week

2 Clean-up weeks per year

Apple Valley Waste – 1 Trash collection per week

1 Recycle collection per week

Brush collection on a “on-call” basis

Income – From June to July, 2017 we collected \$12,574 (500+ customers)
(1 month)

Depreciation on Garbage Trucks:

20 yard Truck - \$134,000 – 10 year depreciation = \$13,400 per year

8 yard Truck - \$94,000 – 10 year depreciation = \$9,400 per year

Old Truck – 20 years old – value - ?

10 year depreciation would be \$22,800 per year not counting the old truck. That would take 2 months worth of income.

Garbage & Recycling Comp. Chart

Services	Shepherdstown	Waste Management	Apple Valley Waste (Unincorporated areas)	City of Martinsburg	City of Ranson (AVW)
Garbage					
Cost per month:					
Residential	\$18.27	N/A	\$31.94	\$25.00	\$21.45
Commercial	\$36.55	N/A	N/A	\$208.33	
Heavy Commercial	\$182.62	\$1,016.00	N/A	\$312.50	
Frequency (Weekly):					
Residential	2	N/A	1	2	1
Commercial	2		N/A	2	N/A
Heavy Commercial	3	1	N/A	3	N/A
Recycling					
Cost per month:					
Residential	\$0.00	N/A	\$4.10	\$0.00	\$0.00
Commercial	\$0.00	N/A	N/A	\$0.00	
Heavy Commercial	\$0.00	\$0.00	N/A	\$0.00	
Frequency (Weekly):					
Residential	1	N/A	0.5	0.5	1
Paper	1	N/A	0.5	0.5	1
Plastic	1	N/A	0.5	0.5	1
Aluminum	1	N/A	0.5	0.5	1
Glass	1	N/A	0.5	0.5	1
Commercial	1	N/A	N/A	0.5	1
Paper	1	N/A	N/A	0.5	
Plastic	1	N/A	N/A	0.5	
Glass	1	N/A	N/A	0.5	
Heavy Commercial	1	N/A	N/A	0.5	
Yard Waste:					
Cost per Bag	\$0.00	N/A	\$2.00	\$0.00	
# of Bags	No Limit	N/A	No Limit	< Pick-Up Load	
Bulk Items					
Cost per month:					
Residential	\$0.00	N/A	\$0.00	\$25-\$35	\$0.00
Commercial	\$0.00	N/A	N/A	\$25-\$35	
Heavy Commercial	\$0.00	N/A	N/A	\$25-\$35	
Frequency (Monthly):					
Residential	2	N/A	2	As-Need	2
Commercial	2	N/A	N/A	As-Need	
Heavy Commercial	2	N/A	N/A	As-Need	

Here are the garbage and recycling rates, increase/decrease since 2003.

PER MONTH

Residential

2003 \$24.00 GARB
\$ 6.00 RC

?

2003 \$12.00 GARB
\$ 3.00 RC

2005 \$11.85 GARB
\$ 3.00 RC

2009 \$12.89 GARB
\$ 3.00 RC

2015 \$14.82 GARB
\$ 3.45 RC

Rate
increase

+ 1/6/mo
+ 1/RC

Heavy Commercial

2003 \$120.00 GARB
\$ 30.00 RC

2003 \$ 60.00 GARB
\$ 15.00 RC

2005 \$133.41 GARB
\$ 15.00 RC

2009 \$143.80 GARB
\$ 15.00 RC

2015 \$165.37 GARB
\$ 17.25 RC

+ 9/wk

Fuel	\$12,000.00
Repairs	\$12,000.00
Tires	\$3,200.00
Fees - Jeff County	\$36,120.00
Glass Fees	\$2,000.00
Recycling Fees	\$5,500.00
LCS	\$30,000.00
Ensorga	\$40,000.00
Clean-Up Weeks	\$7,000.00
Wages	\$67,722.00
Garbage Trucks	\$57,600.00
Pay back Video Lottery	\$19,200.00
Total Expenses	\$292,342.00
Income	\$175,380.00
Customers:	
Residential - 487	
Light Commercial - 48	
Heavy Commercial - 21	

Glass Recycling

Date	Pounds	Tons	Total Cost	Price per Ton	
06/19/18	6,600	3.33	\$328.95	\$98.78	
09/11/18	15,120	7.56	\$406.25	\$53.74	
12/03/18	17,400	8.70	\$548.81	\$63.08	
04/02/19	24,440	12.22	\$672.95	\$55.07	
06/20/19	16,140	8.07			
08/27/19	19,100	9.55	\$457.94	\$47.95	
11/14/19	25,340	12.67	\$525.47	\$41.47	
02/05/20	22,660	11.33	\$500.53	\$44.18	
06/01/20	20,720	10.36	\$428.61	\$41.37	
09/28/20	18,080	9.04	\$523.55	\$57.91	
12/21/20	6,780	3.39	\$223.91	\$66.05	Froze on Truck
01/18/21	4,660	2.33	\$347.62	\$149.19	Truck not functioning
03/01/21	10,140	5.07	\$344.17	\$67.88	
05/24/21	11,920	5.96	\$283.08	\$47.50	
07/19/21	13,680	6.84	\$318.18	\$46.52	
09/27/21	12,440	6.22	\$506.59	\$81.45	
12/29/21	19,280	9.64	\$487.70	\$50.59	
12/29/21	2,820	1.41	?		
	267,320	133.69	\$6,904.31	\$1,012.73	