

For “in-person” meetings, persons who are not on the agenda but wish to address the governing body must register to speak at least 15 minutes prior to the start of the meeting. For Zoom meetings, the Mayor will canvas attendees for those wishing to speak. Time limits will be imposed. Written comments and/or questions to be addressed at the meeting, must be submitted to jimauxer@yahoo.com 24 hours before the meeting. Requests for copies of documents related to agenda items must be made in writing at least 24 hours in advance of the meeting, not during the meeting. NOTE: Council members are elected to represent citizens of the Corporation of Shepherdstown, please contact them regarding any questions or comments you may have about the agenda items. This Council follows Robert’s Rules of Order (Revised).

THE MEETING IS STREAMED ON THE TOWN’S FACEBOOK PAGE
“SHEPHERDSTOWN, WEST VIRGINIA”

TOWN COUNCIL MEETING AGENDA

Tuesday, September 13, 2022

6:30 p.m.

LOCATION: TOWN HALL

104 NORTH KING STREET

MASK WEARING IS OPTIONAL

1. Call to order
2. Approval of Town Council Meeting Minutes of August 9, 2022
3. **Public Comment Period**
 - a. Persons who have registered to address Town Council.
4. **Visitors**
 - a. Jay Hurley – Town Sign
 - b. Peter Smith – Christmas Parade
5. **Public Hearings**
 - a. First reading of garbage ordinance Section 11-612, of Chapter 6 of Title 11, entitled “Rate Schedule”

6. Unfinished Business

7. Old Business

8. New Business

- a. Trick or Treating Date – Monday, October 31
- b. Christmas In Shepherdstown – update
- c. Roundtable Discussion

9. Mayor's Report

10. Reports of Committees

A. Finance Committee

- 1. No meeting August 2022
- 2. Recommendations: NONE

B. Parking Committee

- 1. No meeting in August 2022
- 2. Recommendations: NONE

C. Police Committee

- 1. No meeting August 2022
- 2. Recommendations: NONE

D. Public Works Committee

- 1. Meeting minutes of August 2022- not available
- 2. Recommendations: NONE

E. Parks and Recreation Committee

- 1. Meeting minutes of August 2022- not available
- 2. Recommendations: NONE

F. Grants Committee

1. No meeting in August 2022
2. Recommendations: NONE

11. Report of Commissions and Boards

A. Tree Commission

1. Meeting minutes of August 2022 - not available
2. Recommendations: NONE

B. Water and Sanitary Board

1. Meeting minutes of September 1, 2022 – not available
2. Recommendations: NONE

C. Historic Landmarks Commission

1. Meeting minutes of July 2022 – not available
2. Recommendations:
 - a. Appointment of new member

D. Planning Commission

1. Meeting minutes of June 2022 – not available
2. Recommendations: NONE

E. Board of Appeals

- a. Matthew and Karen Alegi – 109 North Princess Street – hearings scheduled September 26 and 28

Shepherdstown Town Council Meeting Minutes
Tuesday, August 9, 2022
Town Hall
104 North King Street
6:30 p.m.
Mask Wearing is Optional
Also being streamed on the town's Facebook page "Shepherdstown,
West Virginia"
DRAFT

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

Absent: None

Staff: Town Clerk Amy Boyd, Director of Public Works Frank Welch, Police Chief Mike King, Sergeant Jake Jeffries, Corporal Casey Yonkers, Officer Doc Moats, and Officer Bryce Dickens

Visitors: Steve Pearson, Hank Walters, Mary Fortuna, Rachael Meads, Jim Ford, D.W. Gregory, Linda Spatig, Sgt. Dave Kelvington, and Lexi Dickens.

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 Draft Minutes of July 12, 2022.

C. Stroeck- move to approve Town Council Draft Minutes of July 12, 2022. Second by L. Rumpy. No objections noted.

Mayor Auxer took this time to recognize a citation presented to Officer B. Dickens - Crois de Negotiation Laurel Citation-Awarded for maintaining the presence of composure, alert talk-down and wit under extreme circumstances which prevented a life threat.

Sgt. J. Jeffries – Officer Dickens went above and beyond the call of duty October 7, 2021 when he responded to a potential suicide on the bridge

overlooking the Potomac River. The individual was a former Marine and SU student and was very distraught. After 40-minutes, Officer Dickens, along with two bystanders, were able to get the individual off the railing saving his life. Officer Dickens had only been with the SPD 45 days when he got the call.

Chief King – also recognized all of the officers for their police coverage during the pandemic. Each officer received a pin.

Agenda Item 3 – Public Comment Period:

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

D.W Gregory – read a statement regarding the unofficial Market House survey from Shepherdstown Votes. They had 47 responses, of which 9 are businesses and 27 residents of town. 90% responded that respondents wanted to be kept informed, and the public should be involved in developing plans for use and management of the building. Have there been any discussions to date regarding the use?

Mayor – no, there have not been. This is the first time in many years that the building has been empty to be able to get in there to assess it. The 2nd floor is a challenge to access as there is no elevator.

D. W. Gregory – will there be public commentary?

Mayor – the town will be releasing the official survey for those wishing to respond. There will possibly be a public forum as well.

M. Fortuna – no plans have been made as to the use?

L. Robertson – we have been saying that online and right now.

Mayor – many have expressed an interest for a visitor's center to be there.

J. Ford - gave a report for the CVB – there is a new exhibit at the Smithsonian Portrait Gallery about John Brown. There are links online for the Smithsonian Magazine for the dates.

Also, the CVB has picked Shepherdstown for sign upgrades to the tune of \$9,000.00.

- A. Boyd was asked about financials, as we haven't gotten any since December. She stated the general fund is being worked on first and should have updated financials for the Council in a month or so.

Agenda Item 4 - Visitors:

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

- a. Rachael Meads – Event Request for Shepherd University –
Homecoming Parade – October 15, 2022
The parade will start at 10 a.m. and last an hour. The alumnus of the
year is Cheryl Roberts.
**L. Robertson – move to approve the event request for the
Shepherd University Homecoming Parade – October 15, 2022
(noting the date correction). Second by M. Amerikaner. No
objections noted.**

Agenda Item 5 – Public Hearings:

- a. None

Agenda Item 6 – Unfinished Business:

- a. None

Agenda Item 7 – Old Business:

- a. None

Agenda Item 8 – New Business:

- a. Age Friendly Action Plan –
M. Amerikaner – is the Chair – we are in an age-friendly
community – they are all over the country, however, we are the 1st
in WV to submit an action plan. We utilized a survey from
AARP and had 360 residents respond, and we did 6 listening
sessions. The data received identified themes for proposed
actions.
The themes/domains are Communication and Information,
Outdoor Spaces and Buildings, Transportation, Social
Participation, Housing, Respect and Social Isolation, and
Community Support and Health Services.
The action plan will go through the regular town revue process
and Marty will author a letter for the Mayor to sign regarding the
action plan.

- b. Flexi-Pave Proposal – this to put flexi-pave around the two trees in front of the Devonshire. In order to install it, they will also fix the curbing there. The cost is \$1849.40. Once complete, it will allow safe passage for walkers and wheelchairs.

M. Amerikaner – move to approve the Flexi-Pave proposal and to authorize the Mayor to sign the contract to move forward. Second by C. Roberts. No objections noted.

- c. Canal Trust – thank you letter – Our membership in the Canal Towns Partnership was renewed for \$500.00.

- d. Short term rentals

C. Stroeck – read a prepared letter for the record.

Mayor – we’ve asked our town attorney for more clarification regarding STR’s.

Agenda Item 9 – Mayor’s Report:

- Thanked M. Amerikaner and David Rosen for working on the unused phone lines around town. They are trying to tidy up the town.
- There will be a Mayor’s meeting August 31 at the new Shepherdstown Library.
- We have a hired a new Operator in Training at the water plant.
- To our friends and neighbors – the members of the Council are trying to make things better in town. The issues do not have to be adversarial. It is incumbent upon us to look out for the whole community – the east & west ends as well as the center of town. Everyone here is the town.

R. Meads – she appreciates our core values in looking out for the town’s needs. Shepherdstown Street Fest is happy to announce that it is donating \$5K to Shepherdstown Shares, \$5K to the Eastern Panhandle Empowerment Center, and \$500.00 to the Shepherdstown Fire Department. She thanked the Council for its continued support.

Agenda Item 10 – Reports of Committees:

A. Finance Committee:

1. No meeting July 2022
2. Finance Reporting:
3. Recommendations

a. None

B. Parking Committee:

1. No July 2022 meeting
2. Recommendations: None

C. Police Committee:

1. No July 2022 meeting
2. Recommendations: None

D. Parks and Recreation Committee:

1. Meeting minutes of July 2022 - not available
2. Recommendations:
 - a. NONE
 - C. Roberts – the next BookMark the Park will be August 20th, noon, at Bane Harris Park with a guest author. The next P&R meeting is the 4th Tuesday.

E. Public Works Committee:

1. Meeting minutes of July 2022 – not available
2. Recommendations:
 - a. Garbage rate increase –
Mayor – the proposed garbage rate increase – our rates are significantly lower than the surrounding areas and we offer more services.
M. Amerikaner – we haven't had an increase since 2015.
C. Roberts – the Apex apartments near her home has been putting the trash along the building and not in the cans.
F. Welch – we can provide extra large bins for them.
L. Rampy – our Public Works guys are the best!
Mayor – they get a 2% increase each year.
L. Rampy – recommended the garbage rate increase for the 1st reading in September. Second by C. Roberts. No objections noted.

F. Path Advisory Committee

1. No meeting in July 2022

2. Recommendations:
 - a. None
 - b. Report – L. Robertson – the Mayor, myself, and Matt Mullenax go in front of the Jefferson County Commission Thursday, September 1st at 3 p.m. to request \$300,000 for the path.

G. Grants Committee

1. No meeting in July 2022
2. Recommendations:
 - a. None
3. Appointment of new member

L. Robertson – move to approve the appointment of Kay Schultz to the Grants Committee. Second by L. Rampy. No objections noted.

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

1. Historic Landmarks Commission:

1. Meeting minutes of July 2022 – not available
2. Recommendations:
 - a. None

2. Planning Commission:

1. Meeting minutes of July 2022 – not available
2. Recommendations:

None

Mayor – the members will discuss the applications for the comprehensive plan.

3. Tree Commission

1. Meeting minutes of July 2022
2. Recommendations:
 - a. None

Report – L. Robertson – Viking Tree Service has been hired by Hank Walters, as a gift to the town, to clear the

brush/weeds/junk trees on the embankment side of the wall in Rumsey Park. They are to start tomorrow. Lori acknowledged Hank's generosity and also thanked him for his gift of the newly constructed staircase in the rear of the park. The staircase is being treated with timber oil to keep it looking natural.

Mayor – mentioned the graffiti couldn't be removed yet due to all of the rain.

Chief King – the SPD is looking at solar vs. powered cameras for the park. A line could be run for lights that would be motion censored.

4. Water and Sanitary Board:

- 1 – Meeting minutes of July 2022
- 2 – Recommendations:
 - a. None

4. Path Advisory Committee

- 1- No meeting held in July 2022
- 2- Recommendations
 - a. None

5. Board of Appeals

- 1. None scheduled.

L. Rappy – move to adjourn at 7:36 p.m. Second by C. Roberts. No objections noted.

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

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'Welcome to Shepherdstown': History explored behind new town sign by O'Hurley's General Store

By Ainsley Hall - For the Chronicle | Jul 29, 2022



The new Shepherdstown welcome sign stands right beside O'Hurley's General Store. Ainsley Hall

SHEPHERDSTOWN — After beginning to build a new Shepherdstown welcome sign five years ago, O'Hurley's General Store owner Jay Hurley has almost completed it.

This was only part of a project Hurley began several decades ago, to build signs marking every entrance into town.

"It helps to identify," Hurley said. "The reason I started thinking about [doing this project] 30-some years ago — running this store, I would get in my truck and go out and find merchandise. I was driving all over the place, and I would always go through these little towns, and they would have a nice sign."

But Hurley saw that Shepherdstown, in comparison, didn't have any signs, which he believed didn't represent the town's personality correctly.

Many years later, in 2012, the Rotary Club of Shepherdstown proposed building welcome signs for the town, in honor of the town's 250th anniversary. For a number of years after that decision was made, the club worked to build more than one welcome sign, but so far, the only one to be completed was the sign near the Bavarian Inn, which cost almost \$20,000. After that, the project came to a halt.



Jay Hurley holds the plaque commemorating his work on the new Shepherdstown welcome sign by his store. Ainsley Hall

In spite of that loss in active support for the welcome sign initiative, Hurley said he was determined to continue the project, by building a sign by O'Hurley's General Store. He designed the sign himself, keeping in mind the history of the town.

"I really wanted to do the one on my end of town," Hurley said. "And I wanted each sign to represent that particular part of town. This was the industrial side of town, so I designed mine to speak industry. It has a lot of iron, it's got an iron trust in it, it's got a lot of ironwork, it's got a big, heavy, brick base. In fact, I wanted it to look like old Shepherdstown."

Hurley described the old Shepherdstown buildings as *"coming out of the ground as stone, and finished in brick."* He also borrowed some architectural designs from other buildings in

town, including the soldier brick pattern used on the St. Agnes Catholic Chapel.

"They are vertical bricks laid in as part of the design, as part of the wall, but they're also a pretty interesting design," Hurley said. "So, we did soldier brick on this one, we've got a water table element, we've got chamfered corners, all from different buildings in town."

Hurley presented this design five years ago, and since then has been working on it in his spare time, with the help of a few volunteers. The arch itself took him one year to complete, forging it himself in his blacksmith shop.



The stepping stone from the old railroad station is positioned behind the new Shepherdstown welcome sign. Ainsley Hall

Some of the sign's parts even came directly from old buildings that had been demolished over the years. The two pedestals holding the arch up, came from an old factory burned down in the '80s, while a rock from the old railroad station

was placed as a stepping stone up to the grass behind the sign.

"I did for the town," Hurley said. "I'm going to present it to the town council as soon as it's finished, as a contribution to the town."

The only thing left to finish the sign, is the lights, and planting some flowers around its base, according to Hurley.

Corporation of Shepherdstown



Event/Park Request Form

Applications and fees are due at least ninety (90) days prior to the event unless otherwise noted.

Any form of advertising of this event, prior to approval by Town Council, is done at applicant's own risk.

Please read and complete entire application. An incomplete application may result in denial or delay of request. The Corporation of Shepherdstown reserves the right to approve or deny any event request.

Organization:	ROTARY CLUB OF SHEPHERDSTOWN
Contact Name:	PETER SMITH
Mailing Address:	PO Box 603
City, State, Zip:	SHEPHERDSTOWN, WV 25443
E-mail Address:	PSMITH@FRONTIER.NET
Daytime Phone:	304-876-1139
Evening Phone:	" "
Cell Phone:	304-579-9114

1.) Name and Complete Description of Event including location if other than one of our Parks: <i>attach on separate sheet if necessary</i> 2.) Has this event been held in Shepherdstown in the past?	ANNUAL CHRISTMAS PARADE
	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	<i>If yes, on a separate sheet, please provide event dates (last three years) and describe any scheduling conflicts with other events that occurred in prior years or potential conflicts for the current requested event</i>
3.) Is this a "one-time" event?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
4.) Date and Time of Event: <u>12 / 03 / 22</u> 4a.) Set Up Time <u>8:50 AM</u> 4b.) Tear Down Time <u>11:00 AM</u>	From: <u>10:00 AM</u> To: <u>11:00 AM</u> _____ am/pm _____ am/pm

5.) Park Requested, if applicable:	<input type="checkbox"/> Bane-Harris \$100	<input type="checkbox"/> Cullison \$100	<input type="checkbox"/> Rumsey \$500	<input type="checkbox"/> Viola-Devonshire \$100
6.) Are street closures requested?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, please provide, on the attached map, streets that need to be closed. If having a parade, provide parade route. Alleys must be kept open. (No Exceptions)</i>			
7.) Is event open to the public?	<input checked="" type="checkbox"/> Yes		<input type="checkbox"/> No	
8.) What are the parking arrangements?	PARADE WILL FORM UP ON CHALCUM ST.			
<i>Please explain.</i>	SPECTATORS WILL BE EXPECTED TO USE SHEPHERD H. LOTS			
9.) Will entertainment be involved?	Any entertainment must be approved by the Town Council.			
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, give details w/# groups, type of music, time of performance(s) etc. See Noise Ordinance</i>	<input checked="" type="checkbox"/> Live Bands IN PARADE	<input type="checkbox"/> DJ	<input type="checkbox"/> Radio/CD Player	<input type="checkbox"/> Other: Explain
10.) Will other equipment be used? (i.e. generator, tents, inflatables, etc.) If yes, give details.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No PARADE SOUND SYSTEM WILL BE ON MC MURRAY HALL LAWN			
11.) Are you a non-profit organization? <i>If yes, provide certification of non-profit status.</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
12.) Will vendors be at the event? <i>If yes, give details including complete list of vendors and contact information.</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
13.) Will event participants be charged a fee? <i>If yes, what is the cost?</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
14.) Will admission be charged for the event? <i>If yes, what is the cost?</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Cost _____			
15.) Number of people expected to attend:	<input type="checkbox"/> less than 50	<input type="checkbox"/> 51-100	<input type="checkbox"/> 101-150	<input checked="" type="checkbox"/> more than 150
16.) Name & contact info. for two (2) people with authority that will be present at event:	Name: PAREN SMITH Name: HOWY PRYD		Phone: 304-579-7114 Phone: 304-671-4086	
17.) Check any Town assistance needed:	<input type="checkbox"/> Electric <input type="checkbox"/> Recycling	<input checked="" type="checkbox"/> Police <input type="checkbox"/> Other	<input type="checkbox"/> Public Works	
18.) Will alcoholic beverages be served?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
<i>If yes, the Shepherdstown Open Container Ordinance must be suspended by action of the Town Council for this day's event.</i>	<i>If yes, you must contact the WV Alcohol Beverage Control Commission to obtain a "one day" license.</i>			

19.) How will this event benefit Shepherdstown?	PAUL & WHOLESONE FAMILY ENTERTAINMENT FOR THE TOWN
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Requirements:

- All event requests must be applied for at least 90 days prior to the event date.
- For park events, notification of the event must be provided, in writing, to all neighbors within two blocks of the event location (a copy of this notification must be provided to the Town)
- If this is a parade, walk or run, give details including map of route to be taken.
- General liability insurance coverage of no less than one million dollars (\$1,000,000) reflecting the Corporation of Shepherdstown as additionally insured.
- If assistance from the Police or Public Works Department is needed for the event, you will be responsible for contacting the respective departments.
- Payment of costs incurred during the event must be paid within one week following the event (i.e. Assistance from the Police Department or Public Works Department).
- All required information must be submitted at least two weeks prior to the Town Council meeting.

Corporation of Shepherdstown

It is hereby agreed and understood that GONNAR ST. is reserved, as specified, for the use of the above named organization and/or individual. The Facility reserved is subject to inspection by any authorized representative of the Corporation of Shepherdstown in order to assure proper use of Town property. This permit must be in the possession of the organization and/or individual to whom it is issued and shown upon request to any authorized Town Official.

The organization and/or individual assumes personal liability and responsibility for any and all costs of cleanup of the premises, loss, breakage, damage to or removal of Town property and further assumes liability and responsibility for the conduct and good order of the group and its invitees and guests.

The organization and/or individual shall be responsible for any and all loss, damage or injury to any and all personal property that it or its agents, representatives, invitees or guests, may bring to, store at, or leave at the facility, and shall indemnify and hold harmless the Corporation of Shepherdstown and any department, agent, official and/or employee thereof for any personal injury incurred during, or as a result of such use. The organization and/or individual further agrees to abide by all procedures, policies, and rules governing use of the above-mentioned facility.

☒ I have read and agree to these responsibilities

Signature of Organization and/or Individual: Peter F. Sudd

Date: 8/8/22

Any individual under the age of 21 must have the signature of a parent or guardian who shall assume any and all responsibility and liability as set forth above and the person signing must be in attendance at the rental event.

Parent/Guardian: _____

Date: _____

Printed Name: _____

Phone: _____

PLEASE NOTE APPROVAL IS REQUIRED FOR USE OF THE PARK FACILITIES. Once approved, this permit will be issued.

FOR OFFICE USE ONLY

Rental Fee: \$ _____ <input type="checkbox"/> Cash	<input type="checkbox"/> Denied
Date Paid: _____ <input type="checkbox"/> Check	
<input type="checkbox"/> Approved	Comments:
Approved by: _____	_____
Title: _____ Date: _____	_____

Checklist

(To be completed by the Corporation of Shepherdstown)

- ☐ Complies with 90 day notice
- ☐ Insurance certificate provided
- ☐ Police or Public Works Department fees paid (if applicable)
- ☐ Park fee paid (if applicable)
- ☐ Open Container Ordinance Suspended (if applicable)
- ☐ Amplified Sound Use (if applicable)
- ☐ Vendor's list (if applicable)
- ☐ Date approved by Town Council _____

Addendum to 2022 Christmas in Shepherdstown Parade event request

2. EVENT HISTORY. There has been a Christmas in Shepherdstown celebration in the town annually since 1988, and the celebration has included a Christmas parade for many of those years. In 2015, when Shepherd University hosted a NCAA Division II playoff football game, the parade's traditional 11:00 a.m. start time exacerbated traffic and parking problems. Therefore, in 2016 we moved the start time of that year's parade up one hour, to 10:00 a.m. The start time has remained there ever since, in large part because it makes it easier for parade entries to participate in both our parade and Charles Town's, which is held in the afternoon of the same day.

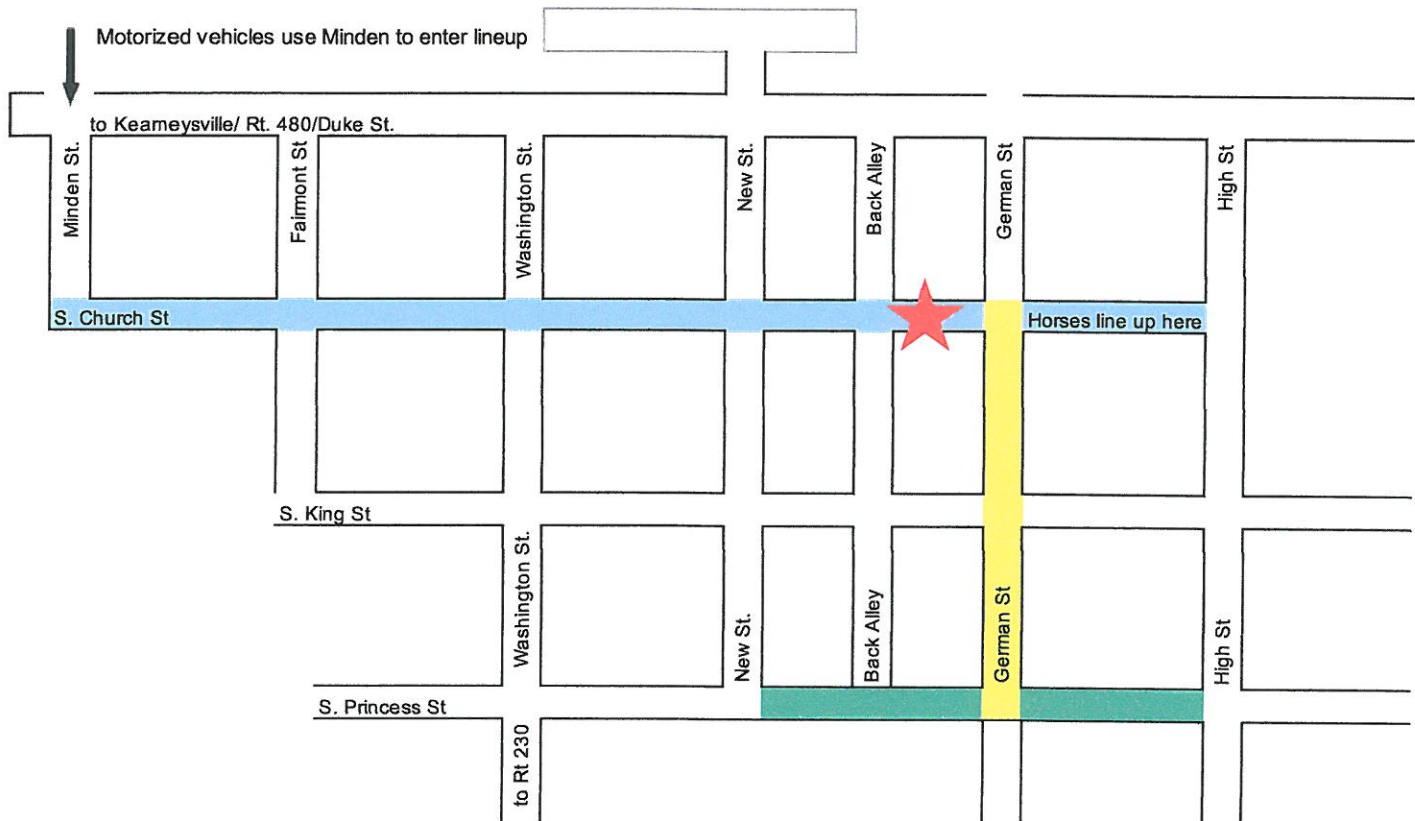
6. STREET CLOSURES. As in previous years, this year's parade route will be limited to the section of German Street between Church and Princess streets. The parade will form up on Church Street, with most of the units in the blocks south of German Street and horses and horse-drawn units in the block between German and High streets. The parade will disperse on Princess Street.

Therefore, we are requesting the following closures:

- 1.) The two + blocks of Church Street between German Street and the town line just south of Washington Street and the block between German and High streets from 8:30 am until approximately 11:00 a.m. (We also ask that the meters in the block between German and Church streets be hooded the night before, with "no parking" signs or cones posted in that area.)**
- 2.) German Street, between Church and Princess streets, from 9:30 a.m. until the end of the parade at 11:00 a.m. or so.**
- 3.) The block of Princess Street between German and High streets from 10:00 a.m. until 11:00 a.m.**

In addition, we are asking that the King Street parking spaces designated for Town Hall business along the McMurran Hall wall across from Town Hall be blocked off the night before with "no parking" signs or cones, so that Welsh Sound can use this area to park its truck and offload sound equipment for the parade.

Shepherdstown Xmas parade



- Parade entries will line up on Church Street (access restricted 9:30 am-12 noon)
- ★ Parade coordinator will be stationed here
- Parade route (closed to traffic 11:00 am-12 noon)
- Parade entries disperse here (closed to traffic 11:00 am-12 noon)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08-08-2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arthur J. Gallagher Risk Management Services, Inc. 2850 Golf Road Rolling Meadows IL 60008	CONTACT NAME: Ali Sulita	PHONE (A/C, No, Ext): 1-833-3ROTARY	FAX (A/C, No): 630-285-4062
	E-MAIL ADDRESS: rotary@ajg.com		
INSURED All Active US Rotary Clubs & Districts ATTN: Risk Management Dept. 1560 Sherman Ave. Evanston, IL 60201-3698	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Westchester Surplus Lines Insurance Company		10172
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
INSURER F:			

COVERAGES**CERTIFICATE NUMBER:** 899307648**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Liquor Liability Included GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	G73578917 001	7/1/2022	7/1/2023	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000 \$
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY		G73578917 001	7/1/2022	7/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED <input type="checkbox"/> RETENTION \$		NOT APPLICABLE			EACH OCCURRENCE \$ AGGREGATE \$ \$
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	NOT APPLICABLE			PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Certificate Holder is included as an additional insured where required by written contract or permit subject to the terms and conditions of the general liability policy, but only to the extent bodily injury or property damage is caused in whole or in part by the acts or omissions of the insured.

CERTIFICATE HOLDER

Corporation of Shepherdstown
PO Box 248
Shepherdstown, WV 25443
Re: Rotary Club of Shepherdstown
2022 Shepherdstown Christmas parade on December 3, 2022

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Internal Revenue Service
District Director

Department of the Treasury

P. O. Box 2508
Cincinnati, OH 45201

Date: OCT 15 1993

Person to Contact:

Lois Parrott

Telephone Number:

513-684-3951

Refer Reply to:

EP/EC

Employer Identification Number:

55-0672314

Group Exemption Letter:

0573

Rotary International
Shepherdstown Rotary Club
P. O. Box 503
Shepherdstown, WV. 25443-0603

OCT 19 1993

Dear Sir or Madam:

COX ALLEMONS NICHOLS, P.A.

This is in response to your request for a copy of your determination letter.

Our records indicate that you are included in a group ruling issued to Rotary International National Headquarters which is located in Evanston, Illinois. Our records indicate that your organization is exempt from Federal income tax under section 501(c)(4) of the Internal Revenue Code.

There is no individual exemption letter for your organization, since you are included in a group ruling. The group exemption letter applies to all of the subordinate organizations on whose behalf the Rotary International has applied for recognition of exemption. If you want a copy of the group exemption letter, please contact your parent organization.

If we can be of further assistance in this matter, please contact us.

Sincerely yours,



Robert T. Johnson
District Director

DATE: September 7, 2022
TO: Shepherdstown Town Council
FROM: Chris Stroeck, Councilperson & Public Works Committee Member
RE: Garbage and Recycling Rates – Proposed Rate Increases

Proposed Rate Increases:

At a special meeting held July 15, 2022, the Public Works Committee unanimously voted to recommend to Council that all garbage and recycling rates¹ be increased 10% effective upon passage (estimated Jan., 2023) for a one-year period, with proposed 10% increases for the following six years, said proposed increases to be reviewed annually.

Based upon the current rates, these proposed increases are estimated as follows:

	Current	2022	2023	2024	2025	2026	2027	2028
Residential	\$18.27	20.10	22.11	24.32	26.75	29.42	32.37	35.60
Light Com - Office	18.27	20.10	22.11	24.32	26.75	29.42	32.37	35.60
Light Com - Other	36.55	40.21	44.23	48.65	53.51	58.86	64.75	71.23
Heavy Commercial	182.62	200.88	220.97	243.07	267.37	294.11	323.52	355.87

Justifications for Proposed Rate Increases:

The Committee considered varying factors and carefully deliberated before recommending the proposed rate increases. These factors include:

*Garbage and recycling rates have not been increased since 2016;

*Due to increasing demand and rising costs, the garbage and recycling services are currently operating on an annual deficit of \$100,000.00. Concerns regarding inflation and long-term strategic planning considerations demand that this fiscal gap should be closed as soon as possible;

*The rates for Apple Valley Waste, the county's private service provider, are higher. For example, residential garbage and recycling service with only one pick-up² per week is currently \$37.72 per month;

*The Committee recognizes the financial impact of these rate increases and decided to propose smaller incremental rate increases over a longer term, rather than an immediate or short-term increase.

¹ Recycling rates are included in the garbage rates.

² Shepherdstown offers two residential garbage pick-ups per week.

THE SHEPHERDSTOWN TOWN COUNCIL ORDAINS:

Section 11-612, of Chapter 6 of Title 11, entitled "Rate Schedule", is hereby amended to provide:

Section 11-612 Rate Schedule

The fee or rate to be imposed by the Town of Shepherdstown upon the users of such service shall be determined by the governing authority of said Town and shall be determined with due deference to the costs of such service to said Town. Users shall be classified as either one family residential, light commercial/office, light commercial/other or heavy commercial and different rates may be prescribed for each class, however, except for special services, rates shall be uniform within each class. Any person or business entity engaged in either the retail or wholesale selling of goods, wares, food, merchandise or services including banks, houses of commerce and insurance houses shall be classified as commercial users. Users having 60 gallons or more of refuse per pick up shall be classified as heavy commercial, users having less than 60 gallons per pick up shall be classified as light commercial. All other users shall be classified as one family residential or light commercial/office. Individual units in multi-family dwellings or apartments are classified as one family residential. Individual units in multi-family dwellings or apartments are classified as the equivalent of one family residential units. All units at one address served by a single water meter that receives a consolidated water bill shall also have bills for garbage service consolidated.

The rates set out in this section shall be for the standard three (3) times a week collection for one family residential or for light commercial users, of which one (1) collection a week will be for recycled material only, and for four (4) times a week for heavy commercial users, of which one (1) collection a week will be for recycled materials only. The rates shall be as follows:

- A. One family residential- \$20.10 per billing period
- B. Light Commercial/Office - \$20.10
- C. Light Commercial/ Other - \$40.21 per billing period
- D. Heavy Commercial - \$200.80 per billing period
- E. (Amended June 8, 1999) Special services to pick up items other than standard items: \$40.00 per pick up for items other than standard pick up truck load; \$80.00 per pick up for items other than standard items for a load larger than a standard pick up truck load, except that the \$40.00 and or \$80.00 charges will be waived during "Clean Up Week" as designated by the Town Council. In addition to the above costs, appliances

containing freon will have a \$50.00 charge per appliance and tires will have a \$2.00 charges per tire. The appliance and tire charges will not be waived.

First Reading:

Second Reading:

Adopted:



BOARDS AND COMMISSIONS APPLICATION

*Please write at least a paragraph for the sections that ask for a description
(attach additional sheets if necessary).*

You are also welcome to submit a résumé.

Name: ☐ Mr. ☒ Ms. Edith Address: Thompson

Phone numbers – Home: 3048761579 Work: 3048767499 Cell: 4102796185

Email address: tonglen400@gmail.com Employer: U.S. Fish and Wildlife Service

Occupation: Special Assistant/Liaison

Which board/commission would you like to serve on? _____

Please describe your background and education.

B.S. Natural Resource Management/Wildlife; B.S. Paralegal Studies; Zookeeper, National Zoo; Animal Caretaker, Patuxent Wildlife Research Center; Urban Wildlife Biologist/Project Leader, MD Dept. of Natural Resources; Special Assistant for Invasive Species Policy to the Secretary, MD Dept. of Natural Resources; Legislative Assistant/Senior Policy Adviser, Rep. Wayne T. Gilchrest, R-MD; Congressional Affairs Specialist, U.S. Fish and Wildlife Service; Budget Analyst, Office of Management and Budget; Budget Analyst, U.S. Fish and Wildlife Service; Special Assistant/Liaison. Also served as Vice President of Willow Point Condominium Association.

Please describe your experience and any special training you may have that apply to this board/commission.

As MD Urban Wildlife Biologist/Project Leader, I worked closely with county and city/town planning commissions and staff, landscape architects, engineers, developers, and others primarily to help bring divergent interests together to secure habitat reserves and corridors for wildlife and to improve residential design and construction to better manage stormwater and forested areas for the benefits of fish and wildlife and the citizens of Maryland. This work led me to gain facilitation skills, which I was eventually asked to apply to many highly controversial policy matters, to bring opposing parties to agreement on policy changes. Eventually, I was asked to form and lead a coalition of multiple interest groups to help lobby Congress for increased funding for state fish and wildlife agencies. This led to facilitating representatives of national wildlife and other organizations to plan events. I also spent several months at various times working on policy campaigns and drafting legislation for the Association of Fish and Wildlife Agencies and the Northeast-Midwest Institute. Eventually, I became legislative assistant to Rep. Gilchrest and drafted many bills and coordinated/staffed numerous Congressional caucuses and task forces. I'm very interested in historical preservation and have purchased a house in the historic area, and I've worked with the Historic Landscapes Commission and others to preserve the historic

Please describe your motivation for serving on this board/commission.

I love Shepherdstown, my neighbors and my home, and I would like to use my skills and interests to serve them.

Please describe what you know about this board/commission.

Well, I know what I can read about them on the internet! And I know their general function, in terms of reviewing projects against the town ordinances and associated policies.

How did you hear about this board/commission?

I have undertaken numerous projects to improve my home and property, so primarily through that avenue.

Please provide two personal or professional references (include name and phone number).

Karene Motivans (304) 886-5141; Theresa Trainor (202) 271-5044

Signature: _____ Date submitted: _____

Please type in your answers and submit the completed form by hand, mail, fax or email to:

*Town Clerk's Office
104 North King Street
P.O. Box 248
Shepherdstown, West Virginia 25443-0248
304-876-1473 (fax)
clerk@shepherdstown.us*

For additional information, or to request a hard copy of the application, please call 304-876-2398.

LEGAL NOTICE

Shepherdstown Board of Appeals

Re: Matthew & Karen Alegi

109 North Princess Street, Shepherdstown, WV 25443

Please take notice that the Shepherdstown Board of Appeals will hold a Hearing on September 26, 2022 at Town Hall, 104 North King Street, Shepherdstown, West Virginia 25443 at 6:00 p.m. to determine the appeal by Matthew and Karen Alegi to consider "the Notice of Violation alleging violation of Section 9-902 of the Shepherdstown zoning ordinance and order issued by the Shepherdstown Code Enforcement Office, dated August 5, 2022". The Notice of Violation states that "A driveway / parking space composed of brick and concrete has been constructed in the south side yard without a project permit". It is from this Notice of Violation that the appellant seeks relief.

For the Board of Appeals

Dawn M. Fye, Chair

LEGAL NOTICE

Shepherdstown Board of Appeals

Re: Matthew & Karen Alegi

109 North Princess Street, Shepherdstown, WV 25443

Please take notice that the Shepherdstown Board of Appeals will hold a Hearing on September 28, 2022 at Town Hall, 104 North King Street, Shepherdstown, West Virginia 25443 at 6:00 p.m. to determine the appeal by Matthew and Karen Alegi to consider "the Notice of Violation alleging violation of Section 9-207 of the Shepherdstown zoning ordinance and order issued by the Shepherdstown Code Enforcement Office, dated August 5, 2022". The Notice of Violation states that "The property located at 109 N. Princess Street is in the R-1 (Low Density Residential) zoning district and is currently being used as a single short-term rental unit. Per Section 9-207(1)(a), one (1) off-street parking space is required to accommodate the current use. Per Section 207(II)(c), the required off-street parking space must be in the rear yard". It is from this Notice of Violation that the appellant seeks relief.

For the Board of Appeals

Dawn M. Fye, Chair

Amy, could you just make this available at the next Town Council meeting for any TC member that would like to see it?

Thanks, Jim Ford

Town Council Members,

I realized that you could not see the Smithsonian Magazine info unless you were a subscriber, so I obtained these advertising proof pages from Annette Gavin. The online advertising should look something like this.

Jim Ford

PAID CONTENT



Experience West Virginia's Wonder in Historic Jefferson County

Rich Civil War history and contemporary culture collide in this Blue Ridge Mountain enclave, where untamed nature is still all around



From thrilling outdoor adventures to charming townscapes that are steeped in Colonial and Revolutionary history, West Virginia is an enchanting escape for visitors of all interests. And with its close proximity to more densely populated

American life from centuries past—all within easy reach for today's adventurers.

Jefferson County occupies a roughly diamond-shaped swath of land in the Shenandoah Valley, part of the Eastern Panhandle of the state. At just 212 square miles in size—a total land area that's roughly nine-tenths the size of Chicago—the county is overflowing with natural and historical attractions. Home to quaint towns lined with first-rate restaurants and unique handcrafted shops, there's also an abundance of outdoor pursuits here, thanks to a tangle of rivers and waterways that wind throughout the land, along with an enviable location among the majestic Blue Ridge Mountains.

Composed of Harpers Ferry and Bolivar, along with Shepherdstown and the county seat of Charles Town, the town centers of Jefferson County are all just a stone's throw apart, making it easy to explore them all—even on a quick trip to these parts. To make the most of your next visit, [check in at the Jefferson County Welcome Center](#). Ready to start exploring? Here are a few of the must-visit sites in stunning Jefferson County.

Harpers Ferry



Situated at the very tip of West Virginia's Eastern Panhandle, it's hard to overstate the historical significance of this charming settlement, where the past truly seems to live on. Hugging the hillside above the confluence of the Shenandoah and Potomac Rivers, Harpers Ferry is, in equal parts, a living museum and a functioning modern town, all set amid a wild and untamed natural landscape that beckons outdoor adventurers to get out and explore.

Harpers Ferry National Historical Park occupies 3,500 acres—a sizeable plot of protected park land to discover for yourself on foot. But the town's designated Lower Town offers the most immersive and eye-opening place to kick off your trip, with a collection of meticulously preserved 19th-century buildings that welcome you in for hands-on exploration. Start at the Harpers Ferry Visitor Center, where a shuttle bus will bring you straight to the heart of Lower Town, the cultural center of the village.



Historic Harpers Ferry, West Virginia.

found an even more storied place in American history little more than a decade later. In 1859, nearly two years before the outbreak of the Civil War, the abolitionist John Brown launched a campaign to end slavery at Harpers Ferry. Having barricaded himself inside the fort in the waning hours of his crusade, his attempt failed, as he was wounded and captured in this now-infamous fire engine house. Despite this, Brown is thought to have generated an irreversible momentum to the Civil War that ultimately transformed America.

Nearby, Storer College played a significant role in the urgent aftermath of the conflict here. The school, born out of the Civil War, commenced to offer educational and career opportunities to formerly enslaved people. It survived Jim Crow laws and segregation, and was chosen as the site of the second national conference of the Niagara Movement—an African-American intellectual movement—where sociologist and activist W.E.B. Du Bois proclaimed one of America's loftiest calls for civil rights.

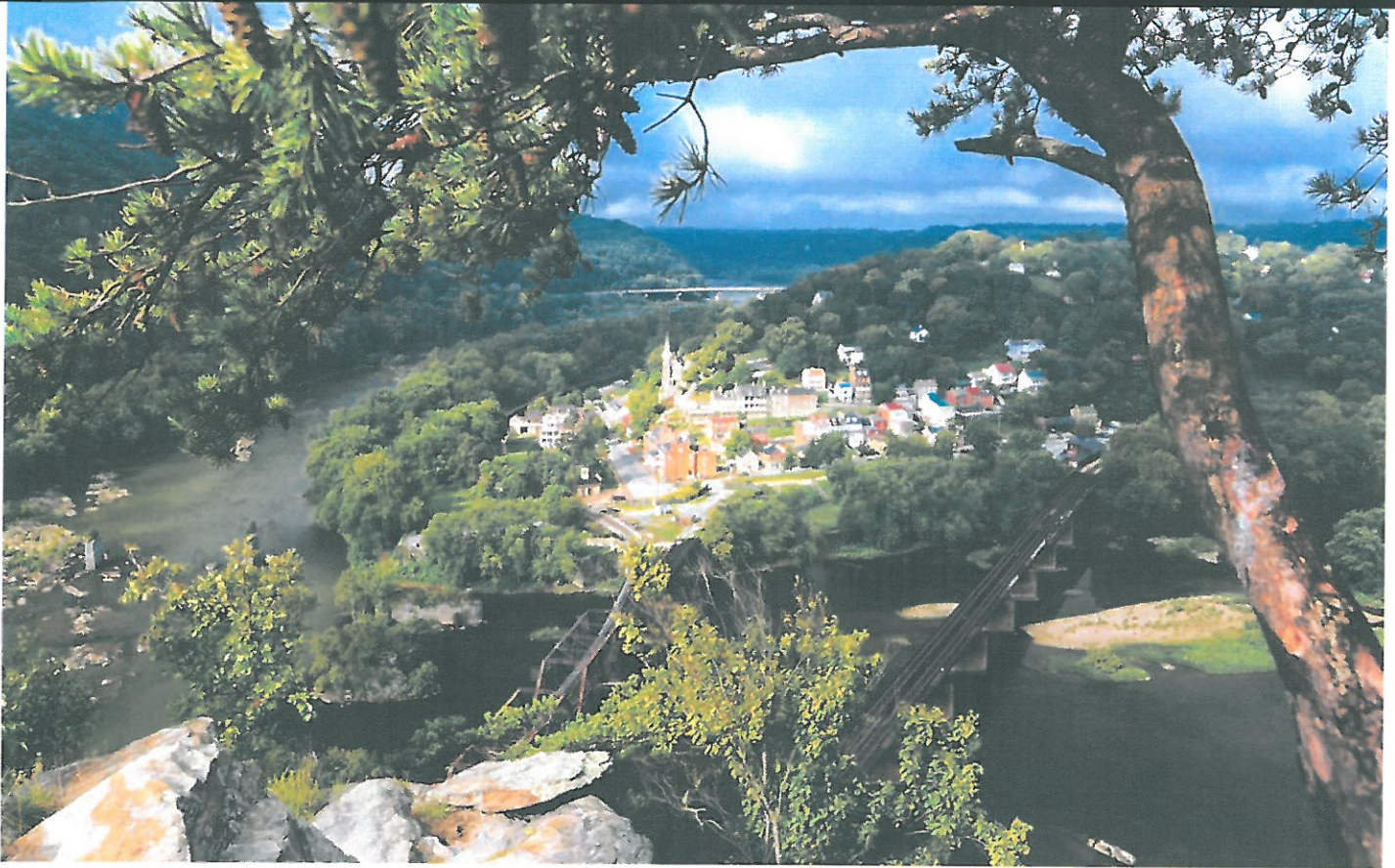


Hikers preparing for a day on the Appalachian Trail in West Virginia.

October 25, 1783. He was so taken with the view from atop this shale formation—a jaw-dropping vista overlooking the Shenandoah and Potomac Rivers, and the mountainscape beyond—that he wrote fondly of it in his Notes on the State of Virginia documents, stating plainly “This scene is worth a voyage across the Atlantic.”

While Jefferson Rock is among the most popular stops for visitors to Harpers Ferry, the park also provides access to a network of over 300 historical Civil War sites—and counting, since historians and park educators are adding to the list all the time. Lace up and check out the [Civil War Trails](#), a non-profit that oversees the public access and education surrounding historically significant sites throughout Jefferson County. In addition to garnering a unique taste of history, exploring these trails and sites is a one-of-a-kind way to take in stunning river views and other natural landscapes here.

Of course, no visit to Harpers Ferry would be complete without experiencing some of the abundant outdoor adventures that have put this town on the top of so many must-see lists. For travelers of every outdoor activity level and interest, there's truly something here for everyone.



Maryland Heights Overlook in Harpers Ferry, West Virginia.

To remember your visit long after you've returned home, be sure to take home the perfect Harpers Ferry memento. High Street offers the best shopping opportunities with a wide array of artwork, goods and treats from local artisans and sellers. Stop at The Vintage Lady, a favorite boutique for unique jewelry, handmade accessories, home goods and other collectibles. And don't miss True Treats, the only candy shop in the nation that sells candy and other treats that are made using historic recipes from the 1500s and beyond.

Bolivar

Visitors to Harpers Ferry shouldn't miss this lovely adjacent town—a favorite stopover point on the way in or out of town, thanks to its lush and verdant surroundings, part of the Harpers Ferry National Historical Park. Stay at Jackson Rose Bed & Breakfast on Washington Street, a traditional Federal-style home dating to 1795 that has been carefully restored to offer elegant accommodations and a full, hot breakfast today. Or for day-trippers looking for a true taste of these parts, refuel at Anvil Restaurant, a cozy outpost and a local

Shepherdstown



German Street in Shepherdstown, West Virginia.

Though it may be one of the oldest towns in West Virginia, dating to 1762, your first impression of Shepherdstown of the buzzing city center will be anything but staid. In fact, this university town is decidedly cool, playing home to a flourishing community of creative performers and artists, a thriving local music scene, and a slew of award-winning restaurants to boot. For a municipality that sits on just 256 acres and has a permanent population of under 1,700 residents (as of the 2020 census), Shepherdstown's offbeat and creative claims to fame are all the more remarkable.

For outdoor adventurers, the C&O Canal towpath offers an ideal backdrop for a range of activities, from walking and kayaking to even distance cycling. The entirety of the C&O Canal runs 184.5 miles between Georgetown in the heart of D.C., and Cumberland, Maryland to the northwest. And with Jefferson County sitting at roughly the midpoint, this section of the recreational trail affords an incredible breadth of options, from short out-and-back explorations

options to suit your plans.



White water rafting is one way to spend time on the water in Jefferson County.

And while Shepherdstown may, at times, be overshadowed by the tourism numbers in its sister city, Harpers Ferry, just 12 miles to its southeast, it's home to its own rich history, as well. Following the conclusion of the Civil War, Shepherdstown became the county seat as a result of damage to the courthouse in Charles Town and the changing fortunes of political figures. And at the [Civil War Center](#) at Shepherd University—a project to establish a Civil War soldier database—visitors can experience a robust library that documents the conflict, along with lectures by leading authorities and battlefield tours, all available by appointment. And at [Historic Shepherdstown & Museum](#), you can browse exhibits from the town's history or take a self-guided walking tour through the historic district



A pool with a view at the Bavarian Inn in Shepherdstown, West Virginia.

Collectors and shoppers won't be disappointed here either, with a wide selection of antiques and flea markets, along with a variety of boutiques and all the spoils of any proper Main Street USA. For gifts and collectibles, head to the popular Dickinson & Wait Craft Gallery, or visit O'Hurley's General Store to find turn-of-the-century offerings. With its own fully operational blacksmith shop right onsite, you may feel you've been transported through time—but don't worry, the store has all the modern conveniences you could wish to stock up on while in town.

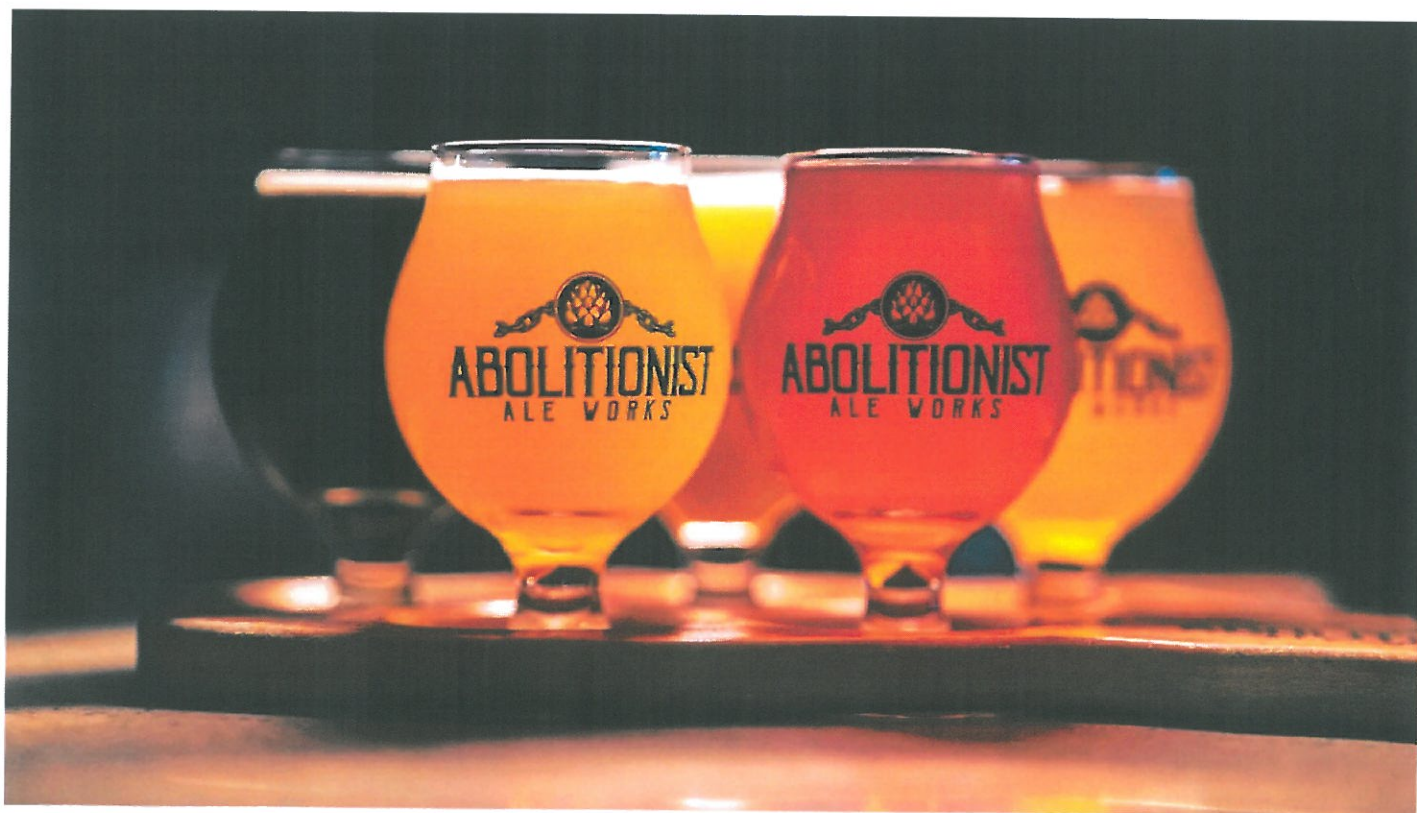
Charles Town

Last but certainly not least among the charming hubs of Jefferson County is the home of its own county seat, Charles Town. Originally founded in 1786, Charles Washington (yes, of those Washingtons—he was the youngest brother of Founding Father and first President George) once donated the land at the intersection of George Street and Washington Street for public use. Today, Charles Town seamlessly blends the past and present with rich history all

Among the most historical destinations here, kick off your visit with a stop at Happy Retreat. This Federal/Greek Revival-style estate was once home to Charles Washington, and today the classical structure is the site of the non-profit Friends of Happy Retreat (FOHR), which maintains a center for history, heritage tourism, scholarship, culture and events.

Nearby, the Washington Heritage Trail spans 136 miles of Eastern Panhandle mountainscape. Charles Town and Shepherdstown have both preserved historic character along their sections of the trail, inviting visitors to experience a taste of life as it once was in Colonial, Revolutionary and Civil War-era times.

The Jefferson County Courthouse was built in 1836 and, while still in use today, it is most well-known for its role in the trial and execution of famed abolitionist, John Brown. His trial, which took place at this very courthouse, was among the most famous in American history. There's also the Jefferson County Museum, home to a permanent collection along with various exhibits that feature a variety of Civil War items and relics, along with objects from John Brown's trial. And at just over 5.8 square miles in size, Charles Town makes it easy to see and do it all in one short getaway.



A flight of craft brews at Abolitionist Ale Works in Charles Town, West Virginia.

sights and delights of the Blue Ridge Mountains in between, this region serves up historic treasures and outdoor pursuits in close proximity to each other. Whether you're here for a daytrip or plan to settle into a cozy inn and stay a while, one thing is clear: the spoils of Jefferson County will have you wishing for even more time.

Explore Jefferson County, West Virginia

[LEARN MORE](#)

The Editorial Staff of *Smithsonian* magazine had no role in this content's preparation.

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