

PUBLIC WORKS COMMITTEE AGENDA

Monday, Nov. 28, 2022

9:00 AM

Town Hall - In Person

104 North King Street

1. Call to Order
 2. Reading and approval minutes – Oct. 24, 2022
 3. Visitors -
 4. Public Comment
 5. Unfinished Business
 - a. International Property and Maintenance Code-property maintenance report – Andy to report
 1. 349 W. German St. - Violation notice – Work on house partly finished – Violation sent – Establishing ownership
 - b. Trash in alleys-cleaning and contacting property owners and occupants about trash and grass Issues – Report on ordinance - Enclosure
 - c. Recycling Grant-Garbage truck (for glass) – Apply in **2023** – Recycling Committee
 - Washington Street-partly paved and improved – Handicap Corners to be installed before paving – Spring – Corners are completed – on schedule to pave, 2023
 - German Street - pave Princess to Mill Street – going East – work planned for 2023
 - Re-do Crosswalk decals – Partly completed
 - Inspect German St. at crossing of “Town Run” – Bridge Crew to assess – no report
 - e. Sidewalk Survey – Most severe hazardous sidewalks have been repaired – Corner of High St. and Mill St. needs work – Second Phase of sidewalk repair will be coming soon
 - f. FEMA Study – 1st Quarter 2023
 - g. Market House – report on inspection
 - h. Sidewalk Training – Dr. Van Eck – **December 1, 8, and 15,2022**
 - i. Stormwater – St. Agnes Catholic Church + Shepherd Village – Stormwater Proposal - Enclosure
 - j. Cable, Phone, etc. – Lines hanging from poles – Public Works took off excess wire hanging on poles
 - k. Public Restrooms
6. Mayor’s Report
 7. Adjournment

PUBLIC WORKS COMMITTEE MINUTES

Monday, Oct. 24, 2022

9:00 AM

Town Hall - In Person

104 North King Street

1. Call to Order – 9am – Marty A., Chris S., Jim A. / Staff – Frank W., Andy B.
2. Reading and approval minutes – Sept. 26, 2022 – Chris motion to approve, Second by Marty, approved.
3. Visitors – Ronnie Crockett – All Inclusive Expertise, LLC (Market House) – See report below.
4. Public Comment – None.
5. Unfinished Business
 - a. International Property and Maintenance Code-property maintenance report – Andy to report:
 1. 349 W. German St. - Violation notice – Work on house partly finished – Violation sent – Establishing ownership – Ongoing.
 2. 110 W. Washington St. – Resolved, remove from Agenda.
 - b. Trash in alleys-cleaning and contacting property owners and occupants about trash and grass
Issues – Ongoing and improving. Report on ordinance – Enclosure – **CPS to provide draft revisions for Nov. meeting.**
 - c. Recycling Grant-Garbage truck (for glass) – Apply in 2023 – Recycling Committee – No report.
 - d. Travis Ray –
 - Washington Street-partly paved and improved – Handicap Corners installed before paving – Spring – Corners are completed – on schedule to pave, 2023. DOH requested that the redone sidewalk be completed with concrete instead of bricks, unanimous “no,” confer with Jay Hurley for available brick.
 - German Street - pave Princess to Mill Street – going East – work planned for 2023.
 - Princess Street-dip – Work being completed. DOH advised that dip will not be filled in, Frank to contest.
 - Duke Street – Water problem – Ponding – Both west and east corners to be improved by DOH.
 - Re-do Crosswalk decals – Partly completed – more areas to complete.
 - Grate/Drainage area at Mill & German Streets repaired, remove from Agenda.

- Orange corner plates on handicap corners have been repaired, remove from Agenda.
- Inspect German St. at crossing of "Town Run" – Bridge Crew to assess – no report.

e. Sidewalk Survey – Most severe hazardous sidewalks have been repaired – Corner of High St. and Mill St. needs work – Second Phase of sidewalk repair will be coming soon. Marty and Frank to inspect area on German Street in front of ice cream store. ?

f. FEMA Study – ongoing.

g. Market House – Report by Ronnie Crockett – No report at this time. He needs to inspect and include ADA bathroom and electrical. This will be a general estimate, with cost contingent on sequencing and what projects will be done. Need to consider HLC rules? Asbestos in floor tiles to be remediated if removed.

h. Sidewalk Training – Dr. Van Eck – December, 2022 – general public to be invited.

i. Stormwater – St. Agnes Catholic Church + Shepherd Village – Stormwater Proposal – Enclosure.

Committee discussed varying options, including Matt Pennington's proposal and engineering design modifications. Need to determine how urgent issues are, then can decide repairs and how to pay for them (grants, reserve funds, etc.). Staff will reach out to St. Agnes to advise on options. Need to consult with Jeff E. on best solutions.

j. Cable, Phone, etc. – Lines hanging from poles – Frank has cut some lines. CPS to get utility agreements, then will consider sending letters to utility companies.

k. Lighting in Town – no update.

l. Public Restrooms – signs to be placed in front of Visitor's Center and Town Hall. OK

m. Expanding Green Space – Leah R. interested.

n. Driveway Ordinance – Title 9 and Title 11 – Enclosure – Chris motion to approve, Second by Marty, approved.

o. Fall Clean-Up week – November 7 - 11th, 2022

6. Mayor's Report – None.

7. Adjournment – Chris motion to adjourn, Second by Marty.

Frank Welch

From: Andy Beall
Sent: Wednesday, November 09, 2022 2:32 PM
To: Jim Auxer, Mayor; Chris Stroeck Personal; Marty Amerikaner Personal; Frank Welch
Cc: Amy Boyd
Subject: Green Stormwater Infrastructure Grant Opportunities

Public Works Committee-

I just spoke with Megan Diehl who is the new Environmental Program Coordinator at Region 9. She replaced Matt Pennington. Megan informed me that our timing is impeccable as she will be attending a seminar on December 14th regarding G3 grants through a partnership between the EPA and the Chesapeake Bay Trust. She would be happy to attend the next PW meeting after that to discuss. As with the Train Station, Region 9 would provide all the grant related work free of charge. Below is a link to the G3 Grant Fact Sheets:

<https://www.epa.gov/G3/g3-grant-fact-sheets>

Frank-

Please include this information on the November PW's agenda under "Stormwater".

Thank you,

Andy

John A. Beall

Planning & Zoning Administrator

Corporation of Shepherdstown

104 North King Street

P.O. Box 248

Shepherdstown, WV 25443

(304) 876-6858

abeall@shepherdstown.us

"Don't stumble over something behind you."

- Seneca the Younger