PUBLIC WORKS COMMITTEE
AGENDA
Monday, Mar. 27, 2023
9:00 AM
Town Hall - In Person

1. Call to Order
2. Reading and approval minutes – Mar. 3, 2023
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
      2. Violations – 205 E, German St.- letter enclosed

   b. Trash in alleys-cleaning and contacting property owners and occupants about trash and grass Issues – Students from the University cleaned alleys.

   c. Recycling Grant-Garbage truck (for glass) – Apply in 2023 or 2024– Recycling Committee
   d. Glass Recycling - Discussion

      - 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 - ongoing
   f. FEMA Study – 1st Quarter 2023 - Status
   g. Market House – report on condition
   h. Stormwater – St. Agnes Catholic Church + Shepherd Village – Grant applied for
   i. Light Pole clutter
   j Greg Welter – Comprehensive Plan
   k. Clean up Week – May 1 – 5, 2023 – Discussion of once per year pick up
   l. Bike Racks and Directional Signs
   m. Dr. Van Eck – Information on a visit
   n. Garbage ordinance revisions

6. Mayor's Report
7. Adjournment

PUBLIC WORKS COMMITTEE MINUTES (DRAFT)

Friday, Mar. 3, 2023

12:30 PM

Town Hall - In Person

104 North King Street

1. Call to Order: 12:30pm; JAuxer, CStroech, MAmerikaner (by phone); Staff – FWelch
2. Reading and approval minutes – Jan. 30, 2023 – CS motion approve, second by MA, approved.
3. Visitors – Leah Rampy, Rebecca Parmesano
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 – No update.
      2. Violations – 205 E, German St.- letter sent.

   b. Trash in alleys-cleaning and contacting property owners and occupants about trash and grass Issues – CS working on ordinance changes. Clean-up with Shepherd students scheduled for March 7.

   c. Recycling Grant-Garbage truck (for glass) – Recycling Committee to evaluate program and report back.

   d. Glass Recycling – Recyling Committee to evaluate program and report back.

   WVDOH issues:

   - 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

   A group from WVDOH will be coming to visit, FW to submit problem areas in advance.

   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. MA to reach out to Dr. Eck regarding a sidewalk evaluation.

   f. FEMA Study – On-going.

g. Market House – Drying is complete. Heating system on the second floor needs to be replaced. FW to consider upgrades if recommended. Effort to be as green as possible. Painting contractor to inspect. All agree to – no temporary fixes.

h. Stormwater – St. Agnes Catholic Church + Shepherd Village

i. Green Stormwater Grant – submitted.

k. Greg Welter – Comprehensive Plan – no update.

6. Mayor's Report: K. Motivans working with the DNR regarding deer problems. Bike path update – cost has gone up $600K+, Region 9 grants to fund, 20% match to be provided by Governor's Office?

7. Adjournment: Next meet Monday, March 27, 9am.

Section 11-604 Use of county landfill

Commented [CS1]: Is this Section still necessary and accurate?

Municipally operated refuse service or any private scavenger service shall use the Jefferson County Landfill or any other disposal site as designated by town council.

Section 11-605 Duty of resident, etc., to subscribe to and pay for collection, removal and disposal service.

All residents or business houses or their tenants residing in or doing business within the town shall subscribe to, use and pay for the collection, removal and disposal service provided by the town or by an approved private scavenger having a permit from the town as provided in this chapter.

It shall be unlawful for any person to neglect or refuse to subscribe to such service and to pay therefore at the rates established by the town ~~council~~ for the type of service furnished to each such person or business house.

Section 11-606 Rules and regulations

The town council may prescribe, publish, promulgate and enforce reasonable rules and regulations, deemed necessary or proper, consistent with this chapter to carry out the objects and purposes thereof and for the safety and health of the citizens of the town in respect to the collection, removal and disposal of refuse as herein defined. It shall be unlawful for any person to fail, neglect or refuse to comply with such rules and regulations. Both owners and tenants are responsible to ensure compliance with such rules and regulations.

Section 11-607A Specifications for refuse containers

Standard containers for the storage of refuse shall be substantially made of metal or plastic, leak proof and water tight, shall be a capacity, approximately of not less than five (5) or more than thirty (30)~~20~~ gallons for trash and garbage and not less than five (5) nor more than ten (10) gallons for ashes and shall be equipped with an adequate carrying bail or carrying handles, with a tight cover, or shall otherwise be prescribed by the state, county or local health officials.~~, provided, however, that ashes and dry trash which will not constitute a health hazard may be placed in substantial wooden containers.~~

Section 11-608 Location and upkeep of containers

Where alleys are used by the municipal refuse collectors, containers shall be placed on or within six (6) feet of the alley line in such a position as not to intrude upon the traveled portion of the alley. Where streets are used by the municipal refuse collections, containers shall be placed adjacent to and back of the curb, or adjacent to and back of the ditch or street line if there be no curb, at such times as shall be scheduled by the municipality for the collection of refuse therefrom. The containers shall be kept secure and tidy, so as to not allow any trash to escape. ~~--~~As soon as practicable after such containers have been emptied, they shall be removed ~~by the owner~~ within, or to the rear of, the~~his~~ premises and away from the street line until the next schedule time for collection.~~.~~

Section 11-609 Permit for private refuse collectors

No private scavenger shall engage in the collection, removal or disposal of refuse without first obtaining a permit from the town ~~council~~ to render such services.

Frank Welch

From: Amerikaner, Marty <amerikan@marshall.edu>
Sent: Wednesday, March 22, 2023 10:40 AM
To: Chris Stroech Personal; Arthur Auxer III; Frank Welch
Cc: Marcy Bartlett
Subject: Dr Ron Eck visit to Shepherdstown

A quick follow up regarding Dr. Ron Eck's visit to town for an ADA oriented "walk around" regarding sidewalks, crosswalks, curbs, etc. He's chosen May 4 as the day; he will drive over from Morgantown the evening before, and be ready to start working with us in the morning. We can clarify some of the details at our Public Works meeting on Monday.

I've cc'd Marcy Bartlett on this message; for those who may not know her, March lives in Shepherd Village, and is active in the Age Friendly Shepherdstown group; she's currently heading up a small group that is working on generating plans help with "Fall Prevention"- that is, considering ways that we can minimize the risks of falling within our community for people of any age or ability. I've invited her to join us that day. Of course we'll be opening this time with Dr. Eck up to others as well, but I wanted to make sure that Marcy would be available on the chosen day, since Age Friendly Shepherdstown is one group that specifically concerned with Dr Eck's areas of expertise.