

# **PUBLIC WORKS COMMITTEE AGENDA**

**Monday, May 22, 2023**

**9:00 AM**

**Town Hall - In Person**

**104 North King Street**

1. Call to Order
2. Reading and approval minutes – Mar. 27, 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.
    3. 103 Ray St. - Clutter
    4. 332 W. German St. - Enclosure
  - b. Trash in alleys-cleaning and contacting property owners and occupants about trash and grass Issues
  - c. Recycling Grant-Garbage truck (for glass) – Apply in 2023 or 2024– Recycling Committee
  - d. Glass Recycling – Awaiting on a response from the 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 - done
  - f. FEMA Study – T be done by Sept. 1, 2023
  - g. Market House - Status
  - h. Stormwater – St. Agnes Catholic Church + Shepherd Village – Waiting to hear about Grant
  - i. Mill St. to Princess St. – Request from Allen Meske – open backyard access
  - j “Tonic-Herb Shop” – Bench request
  - k. Directional Signs
  - l. 218 S Duke St. – Purchase Easement
6. New Business
  - a. Sidewalk reimbursement at 202 E. High Street
7. Mayor’s Report
8. Adjournment

# PUBLIC WORKS COMMITTEE MINUTES (DRAFT)

Monday, Mar. 27, 2023

9:00 AM

Town Hall - In Person

104 North King Street

1. Call to Order: 9:00am; JAuxer, CStroech, MAmerikaner; Staff – FWelch, ABeall
2. Reading and approval minutes – Mar. 3, 2023 – CS motion to approve, second by MA, approved.
3. Visitors – 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. Owner intends to clean up when weather clears. A second letter will be sent end of May, if necessary.
  - b. Trash in alleys – no update.
  - c. Recycling Grant-Garbage truck (for glass) – Recycling Committee to evaluate program and report back.
  - d. Glass Recycling – Recycling 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 – starting to mark
  - German Street - pave Princess to Mill Street – going East – work planned for 2023 – starting to mark
  - 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. Dr. Eck town inspection scheduled for May 4.
  - f. FEMA Study – Draft of proposed revisions ready late summer, early fall.
  - g. Market House – Second floor heating repaired. First floor ceiling repaired. Insurance to pay for both. Electrical and plumbing evaluations to be scheduled. Need to secure general contractor. We can waive bids in this emergent situation.
  - h. Stormwater – Waiting for grant decision.
  - i. Light pole clutter – no update. (CPS TO REVIEW HIS NOTES ON THIS ITEM – WHAT MOTION WAS

MADE?)

j. Greg Welter – Comprehensive Plan – no update.

k. Clean up week – May 1-5, 2023 – Discussion of once per year pick up – FW to get cost information and will evaluate after the May, 2023 pick up.

l. Bike Racks and Directional Signs – Discussion of necessity? We will research signs to put on meters showing bike rack option. Wayfinding Group working on sign issues.

m. Dr. Eck – Need to create route for inspection. MA to invite Marcy Bartlett. Dr. Eck to prepare an inspection report.

n. Garbage ordinance revisions – Discussion of how proposed changes affect owners and tenants. CS motion to approve, MA second, approved as recommended.

6. Mayor's Report: Leash Law – reminder signs to go up in Rumsey Park.

7. Adjournment: Next meeting Monday, May 22, 9am. NO APRIL MEETING.

## Andy Beall

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**From:** YOLANDA HOLMES LAMBER <yllambert@comcast.net>  
**Sent:** Monday, May 15, 2023 1:30 PM  
**To:** Andy Beall  
**Subject:** Re: Demo Company

Hi Andy,

Follow up update.. Spoke with the Company who is going to be doing the work, Due to the Covid outbreak and business issues with supplies it has taken us longer due of the cost issue. Should you need anything from me please contact me. i will provide the following as update. ( Everything has been done in reference to prep all reports and cost)

Demo done by

Ray Johnson -Company

304-279-5335

before the end of 23.

please keep me in any and all correspondences so that we are in the loop of what is is you need and is getting done. My apology for any delay but as we can all agree this has been very rough days we have faced in last few years. It will get complete.

Yolanda

cc: file

On 04/26/2023 3:17 PM EDT Andy Beall <abeall@shepherdstown.us> wrote:

Reclaim Company, LLC

Chase Fitzwater

304-366-7070, ext. 213

chase@reclaimco.com

***John A. Beall***

*Planning & Zoning Administrator*

Corporation of Shepherdstown

104 North King Street

P.O. Box 248

Shepherdstown, WV 25443

## Sidewalk Survey 2023

### Mill St. – West Side – Going South

1. Bjorlie House – OK
2. 302 Mill – OK
3. 300 Mill - Meeker House – section has a 2” drop-off and hole
4. 206 Mill - “Bucky” Carpenter – Sidewalk cracked
5. 208 Mill – Alexander’s– Raised sections need replacing
6. Mill House – Some patching needed – One section very bad
7. 214 E. High & Mill St. (Tom Winter) – All new
8. Sidewalk at alley - OK
9. Corner of Mill & German – OK

### Mill St. – East Side – Going North

1. 301 E High St. & Mill St. (Tracey Eastman Apts.) – 4 sections cracked
2. 103 Mill – Lisa Long - 10 Bad sections – Very bad. - Hazardous
3. 105 Mill – 10 Bad sections – Small 1” rise by tree.
4. 107 Mill – Rise at tree
5. 109 Mill (Paul Davis House) – OK
6. 111 Mill (Paul Davis) – 2 1” sunken areas – one area has a 5” raise that is painted red and 1” lip
7. 300 E. High & Mill St. – 7 Sections cracked – needs sidewalk replaced
8. 301 E. High – 5 cracked sections.
9. 201 Mill St. - Toby Wilson – Section of curbing missing – 2 Sections cracked – 1 Section raised 1” - Hole
10. 4 Sections cracked and 2 bad sections around water meter – not sure who owns.
11. 205 Mill - Brick House – OK
12. 207 Mill - White House – OK
13. Cullison Park – OK

### College St. East Side – Going North

1. 112 College – OK
2. 114 College – 1” Rise
3. 116 College – small crack but OK

### King St. – West Side – Going South

1. 112 King (Lutheran Church) – 1” rise
2. 104 King (Town Hall) – OK
3. 102 King (China Kitchen Building) – OK
4. 101 W. German St. & King (China Kitchen) – OK
5. 100 W. German & King (Bakery) – Brick – OK 1 Bad Section – Concrete
6. 102 King – OK
7. 104 King – OK
8. 110 W. New & King (Bach House) – OK
9. 100 New – New sidewalk - OK
10. Nancy Craun – New sidewalk - OK
11. 204 King – New Sidewalk - OK
12. 206 King – Small section of brick needs re-laid
13. 100 W Washington & King (Presbyterian Church) – OK

# Sidewalk Survey 2023

## King St. – East Side – Going North

1. 303 King - House beside Post Office – Bach’s – OK
2. Post Office – OK
3. Bisher House – OK
4. 205 King - Parmesano – 2 1” rises – 2 bad sections
5. 203 King – OK
6. Old Fire Hall – OK
7. 109 King – Pitting
8. Tony Price – OK
9. Reynolds Hall – McMurrin Hall – OK
10. Knutti – Minor cracking and pitting

## New St. – South Side – Going East

1. Corner of New & Duke – 1 cracked section – 3 rises in concrete, 1”, 2”, & 4” (Severe)
2. 210 New – Minor cracking – 3 – 1” Rises
3. 208 New – Brick – OK
4. 206 New – OK
5. 204 New – OK
6. Methodist Church – Concrete – 1” lip
7. 106 New – OK
8. Trinity Episcopal Rectory – Some minor cracking – 2 sections need replaced – Burial Ground – Rocks uneven - Hazardous
9. 102 New – Concrete – OK
10. Old Fire Hall – Needs patched – 5 Bad sections – Bad drain
11. 102 New – OK
12. 106 New – OK
13. 108 New – OK
14. 110 New – OK
15. 112 New – OK
16. Carlos Garage – OK
17. 116 New – OK
18. Free School – Minor cracking – 1” Lip
19. Secrist Apts. – OK

## New St. – North Side – Going West

1. 215 New – OK
2. 213 New – OK
3. 113 S. Princess & New – Minor Cracking
4. 114 S. Princess & New – OK
5. 111 New – OK
6. 109 New – OK
7. 107 New – OK
8. 105 New – OK

## Sidewalk Survey 2023

9. 103 New – OK
10. Corner of New & King – (Egle) – 1” Rise
11. (Bach’s) – Brick – OK – Concrete – OK
12. 103 New – 2” Lip
13. 105 New – OK
14. Corner of New & Church – Sunken areas in brick – Grass overtaken bricks
15. Corner (West Side) – (Struna) - Tree roots raising bricks – Grass overtaken bricks
16. 203 New – OK
17. 205 New – 4 Sections – 1” rise (2)
18. 207 New – 1 Very small patch – 1” Rise
19. 209 New – Brick needs re-laid
20. 211 New – (Kernek’s) – OK
21. 213 New – OK
22. Corner of New & Duke – (Gatz) – Pitted and cracked

### High St. – South Side – Going East

1. From gate at Rt. 45 to Maiden Lane – 3 Bad sections of curb – 1” Rise – Needs ramp at Maiden Lane – Needs new sidewalk from gate to manhole
2. From Maiden to Youth Center – 1 Cracked section – Needs ramp at Maiden
3. 312 High Corner House – OK
4. Between 312 & 310 High – 1” Rise
5. 310 High – 1” Rise – Cracked Sections
6. 308 High – (Clarks) – OK
7. 306 High – OK
8. 304 High – OK
9. 302.5 High – OK
10. 302 High – 2 Cracked sections
11. 300 High – 2 Cracked sections
12. Moershel’s – 2 Very bad sections – Minor cracking
13. Parish House – 1- 1” Rise – 1- 2” Rise
14. 210 High – OK
15. 208 High – 4 Bad sections - Hazardous
16. 206 High – (Mays) – OK
17. 202 High – (Robinson) – OK
18. Corner of High & Church – (Stellas) – 2 - 1” Rises
19. Church – OK
20. 104 High – (Upton) – 5 Sections cracked and crumbling – 1” Rise
21. 100 High – (Sprouse) – OK
22. Lutheran Church – OK
23. University sidewalk between King & Princess – Minor Cracking & Pitting – 1 sunken spot
24. Blue Moon – OK
25. 202 High – (Janssen) – OK
26. 206 High – 3 Minor patches – Minor cracking – 1 – 2” Rise
27. 208 High – Minor Cracking
28. 210 High – Minor patching – Small piece of curb missing
29. 212 High – 4 Cracked sections - Hazardous

## Sidewalk Survey 2023

30. Tom Weners – OK
31. Corner of High & Mill – 9 Bad Sections
32. Town Owned – Minor Cracking

### High St. – North Side – Going West

1. Railroad Maint. Shed – 2- 1” Rises – Minor Cracking
2. 303 High – OK
3. 301 High – OK
4. Corner of High & Mill – (Zenias) – 1” Rise at trees –3” Rise
5. Upton Martin House – 2 Sections bad – Minor cracking
6. Heysers – 1 – 1” Rise – 2 Sections could use work
7. Commercial – OK
8. Corner of High & Princess - OK
9. University Parking – OK
10. University (Greenhouses) – 2-1” Rises
11. University ( To King) – Curb cracked - Pitted
12. Stutzman to Slonaker – Curb cracked – Minor cracking
13. 101 High – OK
14. 103 High (Mitchells) – Brick – Sunken
15. 105 High (Longs) – OK
16. 109 High (Bonds) – 5 Cracked sections – 2- 2” Rises – 1-1” Rise
17. 201 & 203 High – OK
18. 205 High – OK
19. 207 High (Balliett) – OK
20. 209 High (Browns) – OK
21. 213 High – 2” Rise
22. 333 High – Needs replaced

### Church St. – West Side – Going South

1. 112 Church – Sidewalk cracked – needs minor patching - Hole
2. 108 Church – 8 Sections of sidewalk cracked – Hole – 3 – Bad sections
3. 106 Church (Williams) – Minor cracking
4. 104 Church (Mills) – Brick – OK
5. Corner of Church & German (Snyder) – Brick sunk in one area – Some relaying needed
6. Trinity Episcopal Church – Brick sunk in areas – Needs Relayed
7. Trinity House – Limestone Sticking up between sidewalks – Tripping hazard at alley – Some brick sunken
8. 106 Church – Brick – OK but overgrown with grass
9. Corner of Church & New – Brick – OK
10. Methodist Church – Concrete – OK
11. Alley – OK
12. Ed Ringoot’s House – Brick – OK – new curbing
13. Catholic Church – Brick – OK



## Sidewalk Survey 2023

### Church St. – East Side – Going North

1. 303 Church – OK – Minor pitting
2. Corner of Church & Wash. – Sidewalk cracked – 5 Sections bad – 1" Rise needs repaired - Hazardous
3. Lolly Martin's House – 1" Rise
4. 201 Church (Joe) – OK
5. Corner of Church & New (Struna) - Brick needs re-laid – Concrete has minor cracking – some patching needed – 2 Bad sections
6. Mary Tyler Moore Center – Some pitting & cracking
7. Shahrzade's – OK
8. 107 Church (Cox) – Brick – OK
9. Graveyard – Has stone and grass covering sidewalk – Needs replaced – Hazardous
10. Church – Concrete – OK

### Washington St. – South Side – Going East

1. 214 Wash. – Brick – Small amount of bricks need re-laid
2. 210 Wash. – Brick – OK
3. 208 Wash. – Some bricks need re-laid – Transition bad
4. 204 Wash. (Crooked House) – Brick – OK
5. 202 Wash. – OK
6. 200 Wash. (Judy Robertson) – OK
7. Corner of Wash. & Church – OK – Needs ramp at corner
8. 110 Wash. – Concrete – 2" - Rise
9. 108 Wash. – 1" rise
10. 106 Wash. – 2 Sections need replaced
11. 104 Wash. – 2" Rise – Needs patched – 1 Section needs minor patching – 4 1" Rises – Replace sidewalk
12. 102 Wash. – 2" Rise – Some cracking - Hole
13. Presbyterian Church – Brick – OK
14. Post Office – OK
15. Town Run – OK
16. JSB (Parking area) – OK – Curb needs replaced
17. Hardware Store – OK

### Washington St. – North Side – Going West

1. Commercial Center (Secrist) – OK
2. Jefferson Security Bank – 1" rise
3. Mrs Bishers House – OK
4. Corner of Wash. & King – Bricks need re-laid around tree – 2" rise at garage – Needs re-laid near steps and pole - Hazardous
5. 103 Wash. – 5 Sections raised – Need repaired
6. 105 Wash. – OK
7. 107 Wash. + 109 Wash. – Sidewalk very old – Needs Replaced
8. 111 Wash. – Concrete needs patching or replacement – Replace bad sections
9. Lolly Martin's House – OK

## Sidewalk Survey 2023

10. St. Agnes Catholic Church – Brick – OK
11. 205 Wash. – Brick – OK
12. 207 Wash. – Brick – 1" Rise by roof drain – Curb falling apart
13. 209 Wash. – Brick – OK – Curb needs work
14. 211 Wash. – OK
15. 213 Wash – OK
16. Commercial Center – OK

### German St. – South Side – Going East

1. 338 German – Concrete – 1" Rise
2. 336 German – Concrete – 1 Bad Section – 2 – 1" Rises
3. 334 German – Concrete – 2 – 1" Rises
4. 332 German – Concrete - OK – Some Cracking
5. 330 German – Brick – OK
6. 328 German – Brick – OK
7. Corner of German & Maiden – Brick – OK
8. 322 German – Brick – OK
9. 320 German – Brick – OK
10. Baptist Church – Brick missing by steps – Raised at water meter
11. 316 German – Brick – OK
12. 314 German – OK
13. Betty Wang Lot – Brick raised by tree needs re-laid
14. 310 German – Brick Sunken – 1" Rise – Weeds – Rise at transition
15. 308 German – Brick Sunken – 1" Rise
16. 306 German – Brick Sunken
17. Apartments – 2 – 1" Rises – Transition Bad – Replace 6 bad sections
18. 302 German – Brick – OK
19. 300 German – Brick – OK
20. 220 German – Brick sunken – Small area by Tree
21. 216 German – Brick needs re-laid by water meter – Rise at down spout
22. 214 German – Brick – OK
23. 210 German – OK
24. Trinity Episcopal – OK
25. 136 German – Brick – OK
26. 134 German – Brick – OK
27. McAteer – Brick – OK
28. 130 German – Brick – OK
29. 128 German – Concrete – OK
30. 126 German – Concrete – OK
31. 124 German – Brick – OK
32. 122 German – Concrete – OK
33. 120 German – Concrete – OK
34. 118 German – Concrete – OK
35. 116 German – Concrete – OK
36. 112 German – Concrete – OK
37. 112 German – Concrete – Minor cracking

## Sidewalk Survey 2023

38. 110 German – Small Hole
39. 108 German – Concrete – OK
40. 106 German – Concrete – OK
41. Bakery – Brick – OK
42. Men's Club – Brick – OK
43. 102 German – Concrete – OK
44. 104 German – Concrete – OK – Minor cracking
45. 106 German – Concrete – OK
46. 108 German – Concrete – OK
47. 110 German – Concrete – OK
48. 112 German – Concrete – OK
49. 114 German (Betty's) – Concrete – OK
50. 116 German (Caldwell) – Brick – OK
51. 118 German – Brick – OK
52. 120 German – Brick – OK
53. 122 German – Brick - OK
54. 124 German – Brick – OK
55. 128 German – Brick – OK
56. 130 German – Needs patched at water meter
57. 132 German – Concrete – OK
58. Lost Dog – Concrete – OK
59. 136 German – Concrete – OK
60. 138 German – Concrete – OK
61. Corner of German & Princess – Brick –OK
62. Corner of German & Princess – Brick – OK – Concrete - OK
63. 200 German – Concrete – OK – Asphalt – OK
64. 202 German – Concrete – OK – Bad transition
65. 204 German – Concrete – OK – Asphalt – OK
66. 206 German – Concrete cracking – Minor patching needed – 2 Sections need replaced - Rise
67. Tommy's Pizza – Concrete – OK
68. Railroad – Concrete – Needs patching
69. Church – Concrete – OK – 2-1" Rises

### German St. – North Side – Going West

1. 407 German – Concrete – OK
2. 405 German – Concrete – OK – Weeds – Patch at driveway
3. 403 German – Concrete has minor cracking
4. 401 German – Concrete – OK
5. Corner of German & College – Concrete – OK
6. Lutheran Graveyard – OK
7. Railroad – Concrete - OK
8. Eastman Apartments – Concrete – OK
9. 213 German – 2" Rise – Concrete – OK
10. 211 German – Concrete – OK – Brick – OK
11. 207 German – 2- 1" Rises – Patched
12. 205 German – Brick sunken- Overgrown with grass

## Sidewalk Survey 2023

13. 203 German – Brick sunken needs re-laid

14. 201 German – Brick – OK – Concrete – OK

15. 120 German – Brick – OK

16. Good Shop – Brick – OK

17. Dickinson & Wait Gallery – Brick – OK

18. 117 German – Concrete – OK

19. 111 German – Concrete – OK

20. 109 German – Concrete – OK

21. Shepherd – Concrete – OK – Minor pitting – Brick – OK

22. China Kitchen – Brick – OK

23. 103 German – Brick – OK – Sunken hole in brick

24. 107 German – Concrete – OK

25. 109 German – Concrete – OK

26. 111 German – Brick – OK

27. 113 German – Concrete – OK

28. 115 German – Concrete – OK

29. Mellow Moods – Concrete – OK

30. 121 German – Brick – OK – Overgrown with grass

31. 123 German – Brick – OK

32. 125 German – Brick – OK

33. 129 German – Concrete – OK

34. Opera House – Concrete – OK

35. Source – Concrete – OK

36. Admiral – Concrete – OK

37. 135 German – Concrete – OK

38. 137 German – Brick – OK

39. 139 German – Brick – OK

40. 141 German – Brick – OK

41. Corner of German & Church – Brick – OK

42. 203 German (Will Miller) – Brick sunken – Needs re-laid

43. 209 German – Concrete – OK – Some Pitting

44. 211 German – Concrete – OK

45. 213 German – Concrete – OK – Needs patched by water meter – 2" Rise

46. 215 German – Concrete – Minor cracking

47. 219 German – Concrete – OK

48. 301 German – Brick - OK

49. 303 German – Brick - Sunken

50. 305 German – Brick – Sunken

51. 307 German – Brick - OK

52. 309 German – Concrete - OK

53. 311 German – Brick – Sunk at transition

54. Corner of German & Shoe – Brick - OK

55. 313 German – Concrete - OK

56. 315 German – Concrete - OK

57. Corner of German & Brown's Alley – Concrete – 2 – 1" Rises – Some Cracking

58. Corner of German & Brown's Alley – Brick – Portion of Brick Missing

## Sidewalk Survey 2023

59. 323 German – Brick -Portion of Brick Missing

60. 325 German – Brick - OK

61. 327 German – Brick - OK

62. 329 German – Brick - OK

63. 331 German – Brick – OK – Some grass covering

64. 333 German – Brick - OK

65. 335 German – Concrete – 2 - 1" Rises – Some Cracking

66. 337 German – Concrete – OK – Some Cracking

67. 339 German – Concrete – OK – Bedding Under 2 Sections Eroding

68. 345 German – Concrete – OK – Some Cracking – 2" - Rise

69. 347 German – Concrete – 1" Rise

70. 349 German – Concrete - OK

### Duke St. – East Side – Going North

1. Corner of Duke and Wash. – Brick – OK

2. Lowe's Commercial – Parking area patched

3. From Alley to first lot – OK

4. Corner of Duke and New – OK

5. Gatz – Bad Hole

6. Wenner - 101 Duke – OK

7. Corner of German + Duke – OK

8. 219 German – OK

9. 103 Duke – Needs minor brick work

10. Duke and High – Repair - Rise

11. Montivan – OK

12. 203 Duke – Hillary Lo – OK

13. 205 Duke - Bob Keller – OK

14. Shepherd University – New - OK

### Duke St. – East side – Going South

1. Miller Hall – OK

2. Dr. Moreshel – Minor patching needed

3. 102 Duke – 1" rise

4. 100 Duke – Brick - OK

5. 105 Duke – Siegle – Brick - OK

6. Bed + Breakfast – Brick needs re-laid by curb

7. 104 Duke – Francine Phillips – OK

8. St Agnes Parish House – 7 sections need replaced

9. 216 Duke – Brick – Half of sidewalk needs re-laid

10. 218 Duke – Brick

11. Tak + Jak Apts. – OK

12. 300 + 302 – No sidewalk

13. 408 Duke – 3 sections need replaced

# Sidewalk Survey 2023

## Princess St. – West Side – Going South

1. No Sidewalk from boat ramp to High St.
2. White Hall – Patch needed around electric pole
3. Entler – Brick – OK
4. Green Pineapple – OK
5. Alley – Needs Patching
6. 108 Princess - OK
7. 110 Princess – OK
8. Corner of Princess & New – Brick – OK
9. 200 Princess (Carlo's Apts.) – OK
10. Old Garage – OK
11. Alley – 1" - Rise
12. Jefferson Security – OK

## Princess St. – East Side – Going North

1. Liquor Store – Sidewalk – OK
2. Old Town Center – OK
3. Messemer Apts. – 1 section needs replacing
4. 203 Princess – OK
5. 201 Princess – OK
6. 113 Princess – Minor Cracking
7. Specialty Business – Minor Cracking
8. 109 Princess – OK
9. 107 Princess (Devonshire) – OK
10. Studio 105 – Water meter needs repair
11. Corner of Princess & German – Minor Cracking – 7 Sections need replaced
12. Yellow Brick Bank – OK
13. Hank Willard – OK
14. 103 Princess – Brick – OK
15. 107 Princess ( Pump House) – Limestone Curbs Sticking up – 7 sections need replaced
16. 109 Princess – Brick – OK
17. 113 Princess (David Collins) – OK
18. Blue Moon – OK
19. 201 Princess – 1" – Rise by gate
20. 203 Princess – 2" – Rise
21. 205 Princess – 7 sections need replaced – Overgrown – Replace missing section by tree – No handicap access between sidewalks
22. 207 Princess – 2" – Rise by Tree

## Andy Beall

---

**From:** Andy Beall  
**Sent:** Monday, May 15, 2023 3:31 PM  
**To:** Tonic Herb Shop  
**Subject:** RE: Town bench for Tonic

Absolutely...see you on the 22<sup>nd</sup>.

### **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

**From:** Tonic Herb Shop <tonicherbshop@gmail.com>  
**Sent:** Monday, May 15, 2023 3:27 PM  
**To:** Andy Beall <abeall@shepherdstown.us>  
**Subject:** Re: Town bench for Tonic

Hi Andy,

Yes. I can attend. Thanks very much for putting me on the agenda!

Carmela

On Tuesday, May 9, 2023, Andy Beall <[abeall@shepherdstown.us](mailto:abeall@shepherdstown.us)> wrote:

Hi Carmela-

Your request will be put on the agenda for the next Public Works Committee meeting, which is scheduled for Monday, May 22<sup>nd</sup> at 9:00 a.m. Will you be able to attend?

Best,

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](mailto:abeall@shepherdstown.us)

***"Don't stumble over something behind you."***

- Seneca the Younger

---

**From:** Tonic Herb Shop <[tonicherbshop@gmail.com](mailto:tonicherbshop@gmail.com)>

**Sent:** Friday, April 28, 2023 4:48 PM

**To:** Andy Beall <[abeall@shepherdstown.us](mailto:abeall@shepherdstown.us)>

**Subject:** Town bench for Tonic

Andy,

Hello. Tonic Herb Shop is interested in donating to the town one of the wooden, painted benches that are placed along German street. We would like to paint it and have it installed in front of Tonic Herb Shop. What can we do to accomplish this?

Thank you,

Carmela Cesare