

Shepherdstown Town Council Meeting Minutes

Tuesday, April 11, 2023

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), Chris Stroeck, Jenny Haynes, Leah Rampy, Cheryl Roberts, and Marty Amerikaner.

Absent: None

Staff: Town Clerk Amy Boyd, Director of Public Works Frank Welch, Officer Bryce Dickens, and Chief of Police Mike King.

Visitors: Peter Smith, Dr. Scott Barton, Sonya Sholley, Brad Clare, Linda Spatig, Paul Butler, and Steve Pearson.

**Agenda Items 1 and 2-Call to order/approval of Town Council Minutes
(vote required):**

Call to order by Mayor Auxer at 6:29 pm.

Approval of the Town Council Meeting Draft Minutes of March 14, March 21, and March 29, 2023.

J. Haynes - move to approve Town Council Draft Minutes of March 14, 2023. Second by C. Roberts. No objections noted.

C. Stroeck - move to approve Special Town Council Draft Minutes of March 21, 2023. Second by J. Haynes. No objections noted.

C. Stroeck - move to approve Special Town Council Draft Minutes of March 29, 2023 with change on pg 4, second paragraph, 7th line. Change from Parks & Rec. Of the P&R's share...change to -remove Parks & Rec and P&R's, add to sentence- Of the "towns" share.... Second by L. Rampy with changes. No objections noted.

Agenda Item 3 – Public Comment Period:

- Persons who have registered to address Town Council.

Agenda Item 4 – Public Hearings:

a. Second Reading Of An Ordinance Re-Enacting and Further Clarifying Section 9-207 of Chapter 2 Of Title 9 Of The Code of Shepherdstown, West Virginia, To Prohibit Driveways That Cross Public Sidewalks.

J. Haynes - Move to approve the Second Reading Of An Ordinance Re-Enacting and Further Clarifying Section 9-207 of Chapter 2 Of Title 9 Of The Code of Shepherdstown, West Virginia, To Prohibit Driveways That Cross Public Sidewalks. Second by M. Amerikaner. No objections noted.

Agenda Item 5 - Visitors:

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

a. Dr. Scott Barton and Sonya Sholley - Shepherd University East Loop and Gateway Projects-

S. Sholley - presented the East Campus Project. There will be a demolition of 2 halls and create a new entrance using grants. Phase 1 is a \$1.47 million grant to start May 1 and end 8/14/23 with a new parking lot with 90 spaces. She showed a map of the new route.

Phase 2 - is yet to go out to bid. Parking by Erma Ora Byrd will be for staff/faculty. The commuter lot will be accessed from King St. or from campus -access from the pavilion side. Also, the island by Ikenberry Hall will be going away for better access. Looking at the cost of paving King St and re-doing the sidewalks. The net gain from the new parking areas is 114 spaces. Will add a covered bus shelter and a new gateway arch.

The Gateway will be the blond brick with contrasting red brick. The top/middle/bottom will be grey. Adding copper with brass letters along with uplighting. It will be landscaped around it. The current dining hall will have a wooden privacy fence at some point.

b. Brad Clare - Requesting permission to publish a geocaching earthcache at James Rumsey Park.

B. Clare - this a modern day scavenger hunt. Earthcache - is a geology lesson for Rumsey Memorial. We need permission from the town and we want to highlight the town and memorial. People would use an app to navigate to the area.

L. Rampy – move to have our attorney prepare a document for Mr. Clare and for Mayor Auxer to sign the document outlining the geocaching guidelines. Second by C. Roberts. No objections noted.

c. Peter Smith - Rotary Club of Shepherdstown -July 4 Parade

P. Smith - no changes.

L. Robertson - move to approve the 4th of July Parade. Second by J. Haynes. No objections noted.

d. Jim Gatz - reappointment to the Jefferson County Development Authority as Shepherdstown's representative

Mayor - Mr. Gatz goes to the meetings and reports to us.

C. Roberts - move to approve the reappointment of Jim Gatz to the Jefferson County Development Authority as Shepherdstown's representative. Second by L. Robertson. No objections noted.

E. Melissa Jackson - American Foundation for Suicide Prevention - AFSP Out of the Darkness - September 9, 2023.

Mayor - Hold until the May meeting. No action tonight.

Agenda Item 5 – Public Hearings:

a. Second Reading Of An Ordinance Re-Enacting and Further Clarifying Section 9-207 of Chapter 2 Of Title 9 Of The Code of Shepherdstown, West Virginia, To Prohibit Driveways That Cross Public Sidewalks.

J. Haynes - move to approve the Second Reading Of An Ordinance Re-Enacting and Further Clarifying Section 9-207 of Chapter 2 Of Title 9 Of The Code of Shepherdstown, West Virginia, To Prohibit Driveways That Cross Public Sidewalks. Second by M. Amerikaner. No objections noted.

Agenda Item 6 – Unfinished Business:

a. Market House Update– F. Welch - Chazz is preparing a lease and resolution for the May council meeting. Public Hearing will be before the May meeting.

- b. Town Administrator Update –
Stephanie Grove started last Wednesday, 3/29/23, and is doing very well.

Agenda Item 7 – Old Business:

- _____ a. Update of website-
Work is being done on content, color schemes, and design.

Agenda Item 8 – New Business:

- _____ a. Shepherd University Law Enforcement Mutual Assistance Agreement -
Chief King - this will be put back on the May agenda as there is a question about some wording -will go to Chazz.

- B. Special Town Council meeting April 18 re: Laying of the Levy
This Tuesday at 11 a.m.

Agenda Item 9 – Reports of Committees:

A. Finance Committee:

1. No meeting in March 2023
2. Recommendations: None
3. Review and approval of Corporation Financials

Mayor - Expenses the 1st 8 months - have only spent 57% of our expenses with income up by 20%

L. Rampy - Why is that?

Mayor - people are gambling more, the 1% helps, and Public Works is down a person. The department heads have done a good job on their budgets.

M. Amerikaner - format? Questioned some of the odd numbers

A. Boyd - can start adding footnotes if needed.

Mayor - the new town administrator is very adept at this.

C. Stroech - can we attempt to make this more understandable?

Mayor - yes

M. Amerikaner - what about looking the contingency fund?

Mayor - starting to look at it more now.

C. Stroech - move to approve the Corporation Financials. Second by L. Rampy. No objections noted.

B. Parking Committee:

1. No meeting in March 2023
2. Recommendations: None

C. Police Committee:

1. Meeting minutes of March 2023 - not available
2. Recommendations: None
3. New police patches -

Chief - the new design is dark with a light grey pin-line - the blue line was removed.

L. Robertson -move to approve the new police patch with the design change. Second by J. Haynes. No Objections noted.

P. Butler - spoke to other images we use in town -is not fond of the body armor and the black cars.

M. Amerikaner - please bring your concerns to the police committee with specific ideas.

D. Parks and Recreation Committee:

1. Meeting minutes of March 2003 - not available
2. Recommendations: None

E. Public Works Committee:

1. Meeting minutes of March, 2023 – not available
2. Recommendations: None

F. Path Advisory Committee

1. No meeting April 2023
2. Recommendations: None

G. Grants Committee

1. Next Meeting April 11, 2023
2. Recommendations: None

H. Age Friendly Committee

1. Meeting minutes of March 2023 - not available
2. Recommendations: None

I. Personnel Committee

1. Meeting minutes of March 2023
2. Recommendations: None

Agenda item 10 – Report of Commissions, Authority and Boards:

A. Historic Landmarks Commission:

1. Meeting minutes of April 2023 – not available
2. Recommendations: None

B. Planning Commission:

1. Meeting minutes of March 2023 – not available
2. Recommendations: None

C. Tree Commission

1. No Meeting in March 2023
2. Recommendations: None

D. Water and Sanitary Board:

1. Meeting minutes of March 23, 2023
2. Recommendations: None

E. Board of Appeals

1. None scheduled.

Agenda Item 11 - Mayor's Report:

- * Shepherdstown Historic Museum opening April 15. Help out if you can.
- * May Day - is April 29
- * Tree City - 17 years
- * Please help keep the town clean - the flowers are blooming and are very pretty

L. Robertson – move to adjourn at 7:32 p.m. Second by L. Rampy. No objections noted.

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