

PUBLIC WORKS COMMITTEE - AGENDA

Wednesday, February 28, 2024

10:15 a.m.

Town Hall

104 North King Street

1. Call to Order:
2. Approval of Minutes:
3. Visitors:
4. Public Comment:
5. Unfinished Business:

A. International Property and Maintenance Code Issues:

- *349 W. German St. – Correspondence in progress
- *332 W. German St. - Demolition completed by end of February

B. Road Issues:

- *Paving of Princess St. from High St. to boat landing – Letter to DOH to be drafted

C. Trash and Grass Issues:

- *Information regarding trash collection, illegal dumping

D. Recycling Issues:

- *Recycling Grant - Garbage truck (for glass) - Applied in 2024
- *Recycling Committee Update
- *Glass recycling
- * Composting

E. Market House: Status – Bids Received

F. Sidewalks: - Second phase of sidewalk repair

G. Miscellaneous Issues:

- *FEMA Study – Andy

6. New Business:

- A. Wayfinding/Directional Signs
- B. Annexation
- C. International Building Code discussion – Gary Englebert - email
- D. Painting of Station at Shepherdstown - to be done in the Spring
- E. Stormwater Infrastructure Project – Matt Pennington
- F. Storm drains cleaning – information forthcoming
- G. Town Landscaping contract
- H. Public Works Utility Truck
- I. Annual review of garbage rates
- J. Leaning street signs
- K. Proposed HB 5351 or SB 603

7. Mayor's Report:

8. Adjournment:

PUBLIC WORKS COMMITTEE - MINUTES

Monday, January 22, 2024

11:00 Am

Town Hall

104 North King Street

1. Call to Order: 11am – Mayor Auxer (JA), Chris Stroeck (CS), Marty Amerikaner (MA): Staff – Frank Welch (FW); Andy Beall (AB), Stephanie Grove (SG).
2. Approval of Minutes: 12/23 – MA motion to approve, second by CS, approved.
3. Visitors: Matt Pennington, Rebecca Parmesiano, Greg Welter
4. Public Comment: None.
5. Unfinished Business:

A. International Property and Maintenance Code Issues:

*349 W. German St. – Letter sent with Feb. 9 deadline

*332 W. German St. – Demolition to be completed by end of February

B. Road Issues:

*Paving of Princess St. from High St. to boat landing – Letter to DOH to be drafted

C. Trash and Grass Issues: No update.

D. Recycling Issues:

*Recycling Grant - Garbage truck (for glass) - Applied in 2024

*Recycling Committee Update

*Glass recycling – Mayor’s Meeting Discussion – County interest in glass crusher program has waned. Recycling Committee to discuss next steps.

E. Market House: Status – Bids Received – Special meeting to be scheduled to review and accept.

F. Sidewalks: - Second phase of sidewalk repair

*Corner of High St. and Mill St. – To be completed.

*Marcy Bartlett to organize citizen group for sidewalk survey.

*MA to reach out to Dr. Eck re best methods to record data for survey group.

G. Miscellaneous Issues:

*FEMA Study – See letter in packet.

6. New Business:

A. Wayfinding/Directional Signs – workgroup meeting to be scheduled.

B. International Building Code – Mayor and Andy to inquire as to will enforce the IBC.

C. Painting of Station at Shepherdstown - to be done in the Spring

D. Stormwater Infrastructure Project – Matt Pennington

Meeting w/church on 1/19 was productive. Church can be partner in applying for grants to engineer and pay for mitigating measures. Matt presented mitigation plans and described next steps. Andy to contact Region 9 regarding best applicant for grants. Matt to facilitate another meeting with church to discuss grants options. Regardless, MA motioned to permit Matt to move forward with final concept design for all proposed projects, second by CA, approved.

- E. Storm drains cleaning – information forthcoming
- F. RFP Town Landscaping – Bids to accepted for town landscaper
- G. Public Works Utility Truck – Purchase price to be split between 3 depts – Town, Water and Sewer.
MA motion to approve Town's share of \$60-70K, second by CS, approve. To be referred to Finance.

7. Mayor's Report:

- *CS has requested that annexation be placed on future Agendas.
- *CS questioned the "children playing" sign on Princess Street – options to be considered.
- *MA questioned the brick work on Princess St. and _____ Alley – to be reviewed.
- *MA questioned 215 German Street – not in great shape, water coming onto sidewalk.
- *MA raised issue of snow removal – how can advise residents? Hangars on doors?

8. Adjournment: MA motion to approve, second by CS, approved.

DRAFT

Amy Boyd

From: Simon Ayling <aylingsimon@hotmail.com>
Sent: Tuesday, December 5, 2023 11:48 AM
To: Amy Boyd
Subject: Are you smarter than a trash man ?

Hi Amy,

As you requested trash and "re cycle" observations.

Firstly the trash.

As a resident of the town I appreciate the low rate of the trash bill compared say to Apple Valley or Waste Management. But ,big but if trash is to continue then it has to make financial sense, so in the equation of what that monthly trash bill should be .There is not only the obvious cost of wages and landfill fees ,but the cost of maintenance and replacement of the current trash truck.

Apple Valley charge more and have a strict "trash policy" one trash can once a week.

In certain residences in the town it is obvious that waste from outside is being brought into town and being taken no questions asked by "the town". For example during this trash week we stopped to big up a large item of waste from a residence and decided to empty their trash cans , this was Thursday afternoon.Friday morning at the same residence we were surprised to find their two large wheel trash cans and two "normal" cans full, I do not believe that all that waste was created in one evening!

A solution to this would be a two charge residential trash fee." Town council/ public works committee " could decide on what a "normal trash amount is".If you are going to put out trash in excess of this you have to pay a greater monthly charge. A list of households that pay this greater charge could be kept in the trash truck, if you're not on the list then the extra trash is Not collected,(pending a payment).

Dumpster "abuse" is not that large a factor but the trash and recycle bins near the post office are. Persons living outside town limits but coming into the town to pick up their mail, make use of this "free" service to dump their waste in town.I have picked through it in order to get a name and address,Police Chief Mike King was good enough to speak to this Berkeley County resident to stop this practice, but it continues with others.

Why do we need a trash and recycle bin near the post office, it is not benefiting actual town residents, why not remove them and remove this obvious form of "trash abuse."

Extra trash = extra weight on trash truck = extra \$\$ at landfill!!

If you live outside town why pay a trash fee when you can dump it in town for free when you get your mail!

And now the recycling!!!

Not sure if it's ignorance or wanting a "feel good factor" but shock horror not everything is able to be recycled!!!

It's absolutely amazing what gets put out for recycling!!!

Lots of kind folks out there even want to put their dog poop bags in the recycling bins...(oh another rabbit hole but why do so many people feel the need to put their coffee cups in the dog pots??)

I could bore you to tears with what stupid stuff gets put out.

But main offense is Styrofoam and glass and dirty unwashed objects.

I separately take aluminum cans and metal objects to conserve it and the town gets money back on it.

All the rest we the town has to pay for \$105 a ton compared to \$ 50 at the landfill. I have serious serious doubts if any of it gets recycled, and the town is just paying double to have it put in a landfill.
If dirty unwashed plastic and glass is in with what we drop off then it's an excuse to call it contaminated at the plant and charge more!

I feel that a " face book posting " and a written letter dropped at each business explaining what items are definitely NOT to go in the recycle might help a bit.

Do people know that if they put out cardboard and it gets soaked it doubles the weight??? At end of the day that extra weight has to be paid for. At the end of the day extra weight and trash means higher bills for us all!!!

I would be happy to talk in person to any one on the council to point out our issues and solutions.

Simon.

Sent from my iPhone

Amy Boyd

From: Simon Ayling <aylingsimon@hotmail.com>
Sent: Thursday, December 7, 2023 7:17 AM
To: Amy Boyd
Subject: Trash Audit

Hi Amy
(apologies for the typos in the last E mail)

One point I left off, is , is the trash bill / total town revenue correct ? ie does it match correctly the amount of apartments out there ?

I know many buildings especially in German Street have just one water Bill , but have multiple apartments in the building, is the town getting back what it should?

(this is not in any way an objection to picking up trash), but on the financial side , as stated more trash = more weight= more \$\$ at landfill, (plus more gas and greater wear on truck).

The back alley (Maria's alley) has numerous black trash cans out there...we dutifully empty them...there is never any question as to whether that trash had been paid for !! Or to which building they belong to! We have in fact seen a woman parking in South Princess Street and emptying trash into cans in that alley.

Final financial point , Re cycling...despite what people may think costs the town way way more...so again just as the question I think needs to be asked and considered by the town council as to what is a normal " bill" and you should pay more for greater than normal amounts. Sometimes the amount of cardboard at a residence is crazy...and if it's rained it's a lot of weight, (you get my point weight = \$\$\$ and double for recycling).

I understand nobody wants to be the " trash police " or make themselves unpopular in town, but do residents/ voters/ town council understand fully the financial equation of trash and recycling??

Thanks Amy end of day happy to get on and do the job, but job observations .
Sent from my iPhone

Amy Boyd

From: Simon Ayling <aylingsimon@hotmail.com>
Sent: Monday, December 11, 2023 11:34 AM
To: Amy Boyd
Subject: Trash observation/ " Audit"

Hi Amy,

Just observations that public works / town council may want to know.

So NOT including the six trash cans that are at public works/ water plant/ town hall/ sewage plant.

Or any of the Street public trash cans.

Or the six dumpsters .(today there had been obvious illegal trash dump in Maria's dumpster in the back alley).

So both residential and commercial (Not including yard waste trash cans)...confirmed by clicker count...

There are 499 trash cans...

I don't know how many trash bills there are?

Obviously not every trash day that every house puts out, but that gives you an idea of the scale that the town now puts out.

Again not a moan , just facts for possibly balancing " the books " / budget/ trash equation.

FYI

Simon.
Sent from my iPhone

Amy Boyd

From: Simon Ayling <aylingsimon@hotmail.com>
Sent: Friday, January 5, 2024 11:13 AM
To: Amy Boyd
Subject: The trash saga

Hi Amy,

Not to labor this all, but FYI this week was a bad one for illegal dumping in the town dumpsters.

I know that there are some cameras in town , but a suggestion is perhaps to have some " posters/ signs made up to be put/ stuck on all of them.

For example,

Warning video surveillance
No illegal dumping
No construction waste.
Violators will be prosecuted.

As I keep going on extra weight means extra dollars at the landfill, plus technically we are only meant to dump residential trash.

Thanks

Simon.
Sent from my iPhone

Stephanie Grove

From: Arthur Auxer III <jimauxer@yahoo.com>
Sent: Monday, January 22, 2024 5:36 PM
To: Stephanie Grove
Subject: Fw: Construction Inspections

----- Forwarded Message -----

From: Gary Englebert <mastercodeman54@gmail.com>
To: "jimauxer@yahoo.com" <jimauxer@yahoo.com>
Sent: Monday, January 22, 2024 at 04:55:06 PM EST
Subject: Construction Inspections

My name is Gary Englebert. I am a retired inspector with 25 years experience. The last 12 years have been in DC with projects ranging from single additions and remodels to high rise concrete and steel construction.

I hold all certifications required to perform inspections and plans review

In the State of WV in building, plumbing, mechanical and electrical. I would like to offer my assistance in my area of expertise if needed.

Gary Englebert

571-888-2930

Sent from my iPhone

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.

Frank Welch

From: Christopher Stroeck <CStroeck@panhandle-legal.com>
Sent: Monday, January 29, 2024 10:19 PM
To: Leah Rampy; Marty Amerikaner Peresonal; Arthur Auxer III
Cc: Amy Boyd; Frank Welch
Subject: Re: Picture Worth (1,000) Words...

Please add to the PW agenda. thanks,



PANHANDLE LEGAL

Christopher P. Stroeck, Esq.

WVSB #9387

116 W. Washington St, Suite 2E, P.O. Box 550

Charles Town, WV 25414

P. 304-930-1945 F. 304-930-1387

E. cstroeck@panhandle-legal.com

W. panhandle-legal.com

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DEBT COLLECTION NOTICE: THE PURPOSE OF THIS COMMUNICATION AND OTHERS FROM ME MAY BE TO COLLECT AN ALLEGED DEBT OWED, AND ANY INFORMATION OBTAINED IN RESPONSE MAY BE USED FOR THAT PURPOSE. WE WILL ASSUME THE DEBT TO BE VALID UNLESS YOU DISPUTE THE VALIDITY OF ALL OR ANY PART OF THE DEBT WITHIN THIRTY (30) DAYS OF RECEIPT OF THIS NOTICE. IF YOU NOTIFY US IN WRITING THAT YOU DISPUTE ANY OR ALL OF THE DEBT, WE WILL OBTAIN AND SEND VERIFICATION OF THE DEBT AND PROVIDE YOU CONTACT INFORMATION FOR THE ORIGINAL CREDITOR, IF APPLICABLE.

From: Leah Rampy <leah.rampy9@gmail.com>
Date: Friday, January 26, 2024 at 5:13 PM
To: Christopher Stroeck <CStroeck@panhandle-legal.com>, Marty Amerikaner <marty.amerikaner@gmail.com>, Arthur Auxer III <jimauxer@yahoo.com>
Subject: Fwd: Picture Worth (1,000) Words...

Sharing this for consideration by Public Works. I had a previous friendly conversation with John where he explained walking into a sign at night.
Leah

----- Forwarded message -----

From: John Shaffer <john.shaffer@oswego.edu>
Date: Fri, Jan 26, 2024 at 4:50 PM
Subject: Picture Worth (1,000) Words...
To: Leah Rampy <leah.rampy9@gmail.com>

Hello Leah,

Following up belatedly on a very minor Shepherdstown issue that I mentioned a couple of weeks back:

A number of our street signs have begun to lean into the sidewalk pedestrian space.
(Noticed more by people of a certain height-- particularly when walking at night. 😊)

This probably won't be at the top of anybody's to-do list, but it's an issue worth noticing.

Thanks,

John

Frank Welch

From: Arthur Auxer III <jimauxer@yahoo.com>
Sent: Tuesday, February 6, 2024 3:56 PM
To: Stephanie Grove; Chris Stroeck Personal; Frank Welch
Subject: Fw: Proposed HB 5351 or SB 603

Public works recycling? both

----- Forwarded Message -----

From: jcswa@frontiernet.net <jcswa@frontiernet.net>
To: jimauxer@yahoo.com <jimauxer@yahoo.com>
Sent: Tuesday, February 6, 2024 at 03:35:25 PM EST
Subject: Proposed HB 5351 or SB 603

Dear Mayor Auxer,

I write to express my concerns with the above-referenced legislation. The legislation threatens to greatly impact the operations of the Jefferson County Solid Waste Authority ("JCSWA") and the service it provides to the citizens of West Virginia.

When solid waste is disposed at the JCSWA transfer station, the State of West Virginia and Jefferson County receive a benefit. Specifically, the tipping fee at the JCSWA transfer station is \$81.25 per ton, which includes a state solid waste assessment fee of \$8.25 per ton and a county solid waste assessment fee of \$0.50 per ton. These fees help the State of West Virginia and JCSWA provide solid waste management services to the public. The proposed legislation would directly result in the disposal of less tonnage at the JCSWA transfer station. This in turn will negatively impact the ability of the JCSWA to provide affordable solid waste services to the public.

Currently, about half the solid waste processed by JCSWA at its transfer station comes from Apple Valley Waste. The proposed legislation would allow Apple Valley Waste to operate a transfer station without a certificate of need from the Public Service Commission. Such would result in Apple Valley Waste directing waste from the JCSWA transfer station to its own transfer station. The impact to JCSWA would be dramatic. Indeed, JCSWA would see a reduction in its revenue by at least 55%. If JCSWA were to experience this type of reduction in revenue, it would have insufficient funds to continue or expand its programs.

Also, the proposed legislation will allow solid waste to be collected on site by individuals or companies that are not certificated as a commercial solid waste facility. This could lead to potential environmental issues and a proliferation of additional unneeded transfer stations throughout West Virginia. This directly impacts JCSWA and West Virginia.

In sum, I ask that you please not support the proposed legislation as it will undermine the ability of JCSWA to provide solid waste services to the citizens of West Virginia. This legislation allows for an exemption to rules that govern the movement of solid waste between West Virginia counties and out of state hauling without a serious analysis of a certificate of need and how it would impact the ability of JCSWA to provide solid waste processing and recycling services for residents of Jefferson County. The citizens of West Virginia are ill-served without such an open and transparent analysis.

Thank you for your attention to the foregoing, and please contact me should you wish to discuss my letter further.

Sincerely,

Dr. Peter Vila
JCSWA Chairman
332 Jefferson Orchard Road
Kearneysville, WV 25430
304-728-0430