

DRAFT MINUTES

Public Works Minutes

January 23, 2017

10:12 a.m.

Town Hall (104 North King Street)

Members Present: Mayor Jim Auxer, Mark Everhart, Jim Ford – Staff – Frank Welch

Visitors: Lori Robertson, John Loeffler

Agenda Item 1: Mayor Jim Auxer called the January 23, 2017 Public Works Committee meeting to order at 10:12 a.m.

Agenda Item 2: Minutes – Mark Everhart made a motion to approve the December 12, 2016 minutes, Unanimously Approved

Unfinished Business:

Agenda Item 3: Bridge Lights – John Loeffler, representing the Rotary Club, gave a presentation on the Rumsey Bridge. A letter was presented that was addressed to Mr. J. Lee Thorn, Manager of District 5 of the DOH. It outlined the problems with the bridge and highlighted the missing lights and globes on the bridge. The graffiti on the north end of the bridge was also mentioned.

The Rotary Club doesn't have enough money to replace the lights and the globes. If a light and globe matching the ones used at Shepherd University were purchased, the cost would be \$1389 each. Shepherdstown had agreed to spend \$300 per light for dimmer switches in an earlier meeting. The Bavarian Inn would possibly make a donation towards these lights.

It was decided to write Governor Jim Justice and the Department of Highways another letter asking for help in this situation. Jim Ford volunteered to write this letter. It was also decided to get letters from the community (which could include – The Bavarian Inn, Shepherd University, The Community Club, The Clarion Hotel, the Visitor's Center, the Corp. of Shepherdstown and the Rotary Club).

The Graffiti on the Northern part of the Bridge was discussed and the solution might be to paint over the areas that are marked up.

Shepherd University has volunteered their sweeper brush to clean the asphalt and sidewalk areas of the bridge.

Agenda Item 4: The International Property and Maintenance Code – The Inspector hired on a part-time basis to enforce the code has obtained another full time job and can no longer do our inspections. Another person with a more extensive background has offered to fill this position at a rate of \$45 per hour for one day per week. This person also offered to help with annexation of surrounding areas. An interview will be set up in order to discuss duties and costs. The Finance Committee will also discuss this position as far as duties and costs. For the present moment, the enforcement of the Maintenance Code will be the primary duty.

Agenda Item 5: Comprehensive Plan – Jim Ford will look at the Comprehensive Plan for Public Works to see what has been done and what needs to be done.

Agenda Item 6: Crosswalks – A new crosswalk on the intersection of Washington St. and Princess St. will be done by Public Works in the spring. Another new crosswalk requested will be on the West End of town at the church.

New Business:

Agenda Item 7: Street Lighting – All street light outages have been repaired by Allegheny Power. The light at the corner of High St. and King St. needs to be brighter in order to illuminate the crosswalks.

Agenda Item 8: Mill St. Extended – This is an on-going project.

Mayor's Report: Streets: Some of the Department of Highway streets are in terrible condition. The Corporation of Shepherdstown has written letters, had meetings with representatives of DOH and sent pictures of the condition of the roads to no avail. The next step will be to get hold of our legislature representatives and tell them about our needs. Mark Everhart will get hold of them to explain the conditions.

Adjourned with no objections at 11:12 am.

Submitted by Frank Welch