

DRAFT MINUTES

Public Works Minutes

July 31, 2017

9:45 a.m.

Town Hall (104 North King Street)

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

Visitors: Lori Robertson, Stuart Wallace, Ken Clohan

Agenda Item 1: Mayor Jim Auxer called the July 31, 2017 Public Works Committee meeting to order at 9:45 a.m.

Agenda Item 2: Minutes – Motion by Mark Everhart, unanimously approved.

Unfinished Business:

Agenda Item 3: Bridge Lights and other concerns: Ken Clohan (DOH) discussed the bridge lights. The lights on the bridge cost about \$900 each. If lights similar to Shepherd University were purchased, they would cost \$1040. The Town would be willing to pay the difference in each light fixture. (\$140 x 18 lights = \$2520). Mr. Clohan will take this offer to the DOH in Charleston and get back with the Committee.

It appears that the local DOH will pave E. German St. from Princess St. to Mill St. The Town would like to get this done from curb to curb if possible. We will talk to Nathan Ware about this.

The graffiti on the North side of the bridge will not be removed because of environmental concerns. The material used to remove the graffiti would go into the Potomac River.

Another letter will be sent to Charleston DOH expressing concerns with State maintained roads passing through Shepherdstown and the need for paving.

Agenda Item 4: International Property and Maintenance Code: Stuart Wallace gave a presentation on the International Property and Maintenance Code. The discussion started with ideas on how to get Town sidewalks repaired. The following points were made:

- a. Should the sidewalks be included in the Maintenance Code as part of enforcement?
- b. There are a lot of sidewalks that need repaired.
- c. Letters have been sent to property owners in the past.
- d. We will prioritize the worse situations and send those violators letters.
- e. If a Town tree is uprooting a sidewalk, what should we do?
- f. Will the Town cost share in repair?
- g. The Finance Committee will discuss possible funding for sidewalks.

The Police Department did a study on abandoned vehicles within the Town limits. Letters will be sent to those with vehicles that are not properly licensed.

Andy Beall discussed a list of property violations to be prioritized.

A flyer will be sent out on a public meeting to be held about the IPMC. The meeting will be held at the Community Club on August 24, 2017 at 6:30 pm. Out of Town landlords will be contacted by mail.

An alley at 109 W. High St. was discussed. The Town would like to look at options on what to do with it. We will talk to the University about a possible walkway.

Agenda Item 5: Comprehensive Plan Goals: Jim Ford presented three goals, which were discussed.

- a. Regional Bicycle Plan – that is an ongoing project with our involvement in the path on Rt. 480 still being finalized.
- b. Greenway Trails – Possible trail from riverfront to Rumsey Monument. A trail along Town Run could be included.
- c. Lane Markings for Bicycles – Possible lane from Bridge to Town.

Agenda Item 6: Tobacco Warehouse: Quotes for the doors have been received.

Agenda Item 7: Garbage Truck and Recycling of Glass: A new Garbage Truck is out for bid. A plan for continuance of collecting glass is being worked on.

Agenda Item 7: Trash in Alleys: Bigger bins will be placed in certain areas.

Agenda Item 8: Next meeting to be on August 29, 2017 at 9:45 am.

Adjourned with no objections at 10:46 am.

Submitted by Frank Welch