

Town Council Meeting Minutes

Tuesday, April 9, 2024

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"

Present: Jim Auxer (Mayor), Lori Robertson (Recorder), Jenny Haynes, Leah Rampy, Chris Stroeck, Cheryl Roberts, and Marty Amerikaner.

Absent: None

Staff: Town Administrator Stephanie Grove, Town Clerk Amy Boyd, and Chief of Police, Mike King.

Visitors: Linda Layne, Marcy Bartlett, Linus Bicker, Dr. Mary Hendrix (SU), Beth Batdorf, Edwina Benites (JCDA), James Gatz, Elise and Marty Beach, Austin Slater, Taylor Sisk (JCDA), Becky Phipps, Peter Smith, Dow Benedict, and Deb Tucker.

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

Call to order by Mayor Auxer at 6:30 p.m.

Approval of the Town Council Meeting Draft Minutes of March 5 and 12 and 20, 2024.

L. Rampy - move to approve Town Council Draft Minutes of March 5, 2024. Second by M. Amerikaner. No objections noted.

J. Haynes - move to approve Town Council Draft Minutes of March 12, 2024. Second by M. Amerikaner. No objections noted.

M. Amerikaner - move to approve Town Council Draft Minutes of March 20, 2024. Second by J. Haynes. No objections noted.

Agenda Item 3 – Public Comment Period:

- a. Persons who have registered to address Town Council.

L. Layne - Bee City USA -

There is now a committee of over 30 people that include citizens, master gardeners, etc. We meet every 3rd Tuesday at 6:30 p.m. She will be at the Farmers Market Sunday's twice a month to talk about pollinators. She will also have a presence at Shepherdstown Street Fest. They are on Facebook, be sure to like the page. They are filing for a non-profit status, and the PO Box is 218. The email is

ShepherdstownBeeCity@yahoo.com. The first planned pollinator garden is planned and is to be announced. There is a fundraiser at Alma Be an April 21, \$5 entry.

E. Benites (JCDA) -

She stated that there are board member positions up for election, so anyone interested in becoming a member please reach out. The primary goal of the JCDA is to attract, retain, and grow business in the county. She went through the purposes and history of the board, the history of median household, population growth, unemployment (historically has been low), business growth, project economic growth is high, home VS. work, price of homes, sales of homes, increase in individual apartments, ALICE - Asset/Limited/Income Constrained/Employed,. The strategic plan-including current priorities, small business development, upcoming classes, community development, the daycare crisis, water/sewer deployment, transportation, broadband, agriculture business development/sustainability, preserving farmland - wineries/vineyards. Meat processing, government contracting, working with Shepherd University, comprehensive plans, Mainstreet, regulatory and legislative changes.

What makes Shepherdstown special? We have 62 businesses, the median age is 28.8 years, population is 1471 (includes SU dorms annexed), 570 households, the median home value is valued at \$354,027, as well as more stats. Our meetings are online and virtually.

Mayor - if the JCDA can help us get out this information to our businesses that would be great.

J. Gatz - Shepherdstown JCDA Rep. - he is concerned about the downtown businesses - we need to do something as leaders.

L. Bicker - can we do anything about the farmland being developed?

E. Benites - JCDA cannot affect zoning. What we can do is give farmers the tools to help preserve their farmland.

L. Rampy - can't stop a farmer from selling their land to a developer.

Agenda Item 4 – Public Hearings:

a. Second Reading To An Ordinance To Enact Chapter 8, Title 8 Of The Code Of Shepherdstown As The Special Events Ordinance.

L. Robertson - move to approve the Second Reading To An Ordinance To Enact Chapter 8, Title 8 Of The Code Of Shepherdstown As The Special Events Ordinance. Second by C. Roberts. No objections noted.

b. Second Reading To An Ordinance Re-Enacting Section 12b-202 Of Chapter 2, Title 12b Of The Code Of Shepherdstown, West Virginia, To Revise The Penalties And Blood Alcohol Concentration Limit.

L. Robertson - move to approve the Second Reading To An Ordinance Re-Enacting Section 12b-202 Of Chapter 2, Title 12b Of The Code Of Shepherdstown, West Virginia, To Revise The Penalties And Blood Alcohol Concentration Limit. Second by J. Haynes. No objections noted.

C. Stroeck suggested getting this info/link out via the email list/website/FB page.

c. First Reading To An Ordinance To Enact Section 9-1602 Of Chapter 16, Title 9 of the Code Of Shepherdstown Accepting The Donation Of Real Property From The Estate Of Garland Jay Hurley, Deceased - Discussion/Action.

J. Haynes - move to approve the First Reading To An Ordinance To Enact Section 9-1602 Of Chapter 16, Title 9 of the Code Of Shepherdstown Accepting The Donation Of Real Property From The Estate Of Garland Jay Hurley, Deceased - Second by L. Rampy. No objections noted.

Agenda Item 5 - Visitors:

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

a. Mary Hendrix, Shepherd University President, Town and Gown Relationship

President Hendrix - she introduced herself and expressed her thankfulness for the relationship between SU and the Corporation. There is so much we do in this partnership; Mayor Auxer convinced us to annex the residential hall on the west side to Shepherdstown.

* The 1% of retail sales on campus goes to the Corporation

* The Corporation was kind enough to help us pave the parking lot where the old Sara Cree building was located and we have opened it up to the visitors to town on the weekends to park.

* We are great partners with the town regarding the East Loop.

Shepherd wants to create a conference center, and condos overlooking the Potomac.

* We are looking at a daycare center on campus in partnership with the YMCA and thanked Mayor Auxer for helping with this.

* The Board of Governors - she is thankful for their work. They have worked with the Mayor to help students with their careers, etc.

* There are too many projects to list here that SU has worked in partnership with Mayor Auxer.

L. Layne - would SU be interested in becoming a Bee Campus USA?

President Hendrix stated that she would be very interested.

L. Spatig - thanked President Hendrix and SU for their support for Age Friendly issues.

b. Diana Suttentfield - Recognizing Bones Wright Street was formally Rocky Street

Mayor - this topic will be forwarded to Public Works

Agenda Item 6 – Unfinished Business:

a. Market House Update -

Mayor - is being working on. Jim King is overseeing the project. The ceiling is out. The contractor has 180 days to finish from the start of the contract.

b. Website Update -

A. Boyd - we are so close.

Agenda Item 7 – Old Business:

_____ a. None

Agenda Item 8 – New Business:

_____ a. Event Requests -

* July 4 Parade - Rotary Club of Shepherdstown - July 4, 2024

P. Smith - gave a quick rundown of the event - it's from 11-12.

**L. Robertson - move to approve the July 4, 2024 Parade - .
Second by C. Roberts, second by L. Rampy. No objections noted.**

Agenda Item 9 – Reports of Committees:

A. Finance Committee:

1. No Meeting March 2024

2. Recommendations: None

3. Review and approval of General Fund Financials -

S. Grove - went over the financials. We are looking to have a healthy surplus at the end of the year.

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

B. Parking Committee:

1. No meeting March 2024
2. Recommendations: None

C. Police Committee:

1. No meeting March 2024
2. Recommendations: None

D. Parks and Recreation Committee:

1. Meeting Minutes of February 2024
2. Recommendations:
 - a. New member appointment - Adam Thomas

L. Robertson - move to approve Adam Thomas to the Parks and Recreation Committee. Second by M. Amerikaner. No objections noted.

E. Public Works Committee:

1. Meeting minutes of February 2024
2. Recommendations: None

F. Path Advisory Committee

1. No meeting March 2024
2. Recommendations: None

G. Grants Committee

1. No meeting March 2024
2. Recommendations: None

H. Age Friendly Committee

1. Meeting minutes of March 2024
2. Recommendations: None

I. Personnel Committee

1. Meeting minutes of February 2024
2. Recommendations: None

J. Recycling Committee

1. No meeting in March 2024
Recommendations: None

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

A. Historic Landmarks Commission:

1. Meeting minutes of March 2024 - not available
2. Recommendations: None

B. Planning Commission:

1. Meeting minutes of March 2024 - not available

2. Recommendations:

a. New member appointment - Madge Morningstar

C. Roberts - move to approve Madge Morningstar to the Planning Commission. Second by L. Robertson. No objections noted.

C. Tree Commission

1. Meeting minutes of March 2024

2. Recommendations:

a. Appointment of new member - Charlotte Baker-Shenk

L. Robertson - move to approve Charlotte Baker-Shenk to the Tree Commission. Second by L. Rampy. No objections noted.

D. Water and Sanitary Board:

1. Meeting minutes of March 2024

2. Recommendations:

a. Reappointment of member - Water Board - Jim Ford

C. Roberts - move to approve Jim Ford to the Water Board. Second by M. Amerikaner. No objections noted.

E. Board of Appeals

1. None

Agenda Item 11 - Mayor's Report:

- * L. Robertson - The Bike Path - the Congressional Directive Spending has been approved - \$543,000 with the Mayor helping tremendously. The match has now also been approved by the Governor's office - \$138,000. We are waiting for the checks to arrive for the money to be allocated and go out to bid.
- * May Day is May 5. It is our 18th year as a Tree City and the tree is a Bald Cypress.
- * WV Living Magazine - Shepherdstown received 2nd place in the state.
- * The Comprehensive Plan meeting is April 30 at the Community Club from 5-7 p.m. and will be open to the public.
- * Go to the Visitor's Center and the Shepherdstown Historic Museum - docents are needed, they need a commitment of 3-hours minimum - keep on report. Keith Alexander is a good contact to see if SU students can help.
- * If you'd like to be included on the email list, you can go to the website to sign up or contact the Town Clerk, Amy Boyd - keep on report
- * Please pick up trash in town.
- * Experience Shepherdstown - please get together soon for the fall events.
- * C. Stroeck will Zoom in for the Laying of the Levy 4/16.
- * We will include the appointment of the HLC new member at the 4/16 special meeting
- * S. Grove - please participate in the lead service water line survey.

L. Robertson – move to adjourn at 8:02 p.m. Second by L. Rampy. No objections noted.

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