

Town Council Meeting Minutes

Tuesday, March 12, 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: Christy Hagerty, Phil and Charlotte Baker-Shenk, Marcy Bartlett, Linus Bicker, Nancy Stewart, Wendy and Jeff Maddox, Kay Schultz, Jeff Bannon, Genevieve O'Loughlin, and Mark Kohut.

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 February 13, and March 5, 2024.

C. Stroeck - move to approve Town Council Draft Minutes of February 13, 2024. Second by J. Haynes. No objections noted.

**** Minutes of March 5, 2024 not available.****

Agenda Item 3 – Public Comment Period:

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

Agenda Item 4 – Public Hearings:

- a. First 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 First 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. First 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.

Chief King - submitted ordinance to Chazz (town attorney) for driving suspended. Chase made some adjustments and made revisions. The mandatory jail time is now gone.

C. Roberts - move to approve the First 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 L. Rampy. No objections noted.

Agenda Item 5 - Visitors:

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

Agenda Item 6 – Unfinished Business:

a. Market House Update -

Mayor - contracts have been signed and we are waiting on a start date.

b. Website Update -

A. Boyd - should be completed by next council meeting.

c. Jay Hurley Last Will and Devise to the Town - Discussion/Action

G. O'Loughlin - would like to see us follow what Jay's intentions are. This was important to Jay to do this for the town.

J. Haynes - move to accept and move forward to the April Town Council agenda for the first reading. Second by C. Roberts. No objections noted.

Agenda Item 7 – Old Business:

_____ a. None

Agenda Item 8 – New Business:

_____ a. Event Requests -

* Station of Shepherdstown - Spring Parade - March 30, 2024

J. Haynes - it is a 10 a.m. start and open to non-profits. Prizes will be given and need 3 judges. The Easter Bunny will be there. The Easter egg hunt is at 10:30 with a Peep Show at the Train Station 11 a.m. From 8-11 at the Blue Moon will have another Easter Bunny.

L. Robertson - move to approve the Spring Parade - March 30, 2024. Second by L. Rampy. No objections noted.

* O’Hurley’s General Store - Memorial for Jay Hurley - April 6, 2024

G. O’Loughlin - would like to close part of S. Mill for parking - should be able to park along the road. Memorial starts at noon.

L. Robertson - move to approve the O’Hurley General Store - Memorial for Jay Hurley - April 6, 2024 with parking along S. Mill St. Second by L. Rampy. No objections noted.

* Shepherdstown Music & Dance/Morris Dancers - May 5, 2024

W. Maddox - start time at noon on McMurrin Lawn - no parade. Will need 3 parking spaces along N. King St.

L. Robertson - move to approve the Shepherdstown Music & Dance/Morris Dancers - May 5, 2024. Second by L. Rampy. No objections noted.

b. Shepherdstown Public Library - Board of Trustees Member.

The Library Board recommends the Board of Trustees and the Town Council approves them. There are three members whose terms are expiring and the recommendation for approval are Jeff Bannon, Nancy Stewart, and Ruth McQuade. The term is for 3-years.

C. Roberts - Move to approve the appointment of J. Bannon, N. Stewart, and R. McQuade to the Shepherdstown Library Board of Trustees. Second by M. Amerikaner. No objections noted.

c. Community Club - "Raising the Roof" - Donation request - Discussion/Action

Mayor - a new roof is need for the Community Club. A grant of \$50K has been procured and need \$50K matching. Last Saturday they raised \$9K. He would like to donate \$1K to their fund.

Discussion -

C. Stroeck - how do we differentiate between the monies we give too?

C. Roberts - this is a downtown building, not outside of town.

Mayor - they maintain the park for the common good, and each situation is different.

J. Haynes - this is for the building that is used for town events and non-profits.

L. Rampy - we should create a criteria as to what determines a good cause.

S. Grove - some governments set aside monies for grants and councils decide what to fund.

C. Roberts - move to approve a donation of \$1000.00 to the Community Club. Second by L. Robertson. No objection noted.

d. Jefferson County Parks and Recreation - 4th of July funding request - Discussion/Action

S. Grove - they are asking for \$2K. We have an ordinance to not have fireworks within the corporation.

C. Stroeck - again, we need some kind of criteria to reference.

J. Haynes - move approve the \$2,000.00 funding request for the 4th of July fireworks. Second by C. Roberts. L. Rampy opposed as fireworks are harmful to veterans and birds. Motion passed with a majority.

Agenda Item 9 – Reports of Committees:

A. Finance Committee:

1. No Meeting February 2024
2. Recommendations: None
3. Review and approval of General Fund Financials -

S. Grove - the general funds are in good order through January 31, 2024, and she gave a rundown of them.

L. Rampy - move to approve the General Fund Financials. Second by J. Haynes. No objections noted.

B. Parking Committee:

1. No meeting February 2024
2. Recommendations: None

C. Police Committee:

1. No meeting February 2024
2. Recommendations: None

D. Parks and Recreation Committee:

1. Meeting Minutes of February 2024 - not available 2024
2. Recommendations: None

E. Public Works Committee:

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

F. Path Advisory Committee

1. No meeting February 2024
2. Recommendations: None

G. Grants Committee

1. No meeting February 2024
2. Recommendations: None

H. Age Friendly Committee

1. No meeting in February 2024
2. Recommendations: None

I. Personnel Committee

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

J. Recycling Committee

1. No meeting in February 2024
- Recommendations: None

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

A. Historic Landmarks Commission:

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

B. Planning Commission:

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

C. Tree Commission

1. No meeting February 2024
2. Recommendations: None

D. Water and Sanitary Board:

1. Meeting minutes of January 2024
2. Recommendations:
 - a. Reappointment of members - Water Board - Mike Godfrey, Sue Kimnitzer / Sanitary Board - Harvey Heyser

M. Amerikaner - move to approve Mike Godfrey and Sue Kimnitzer to the Water Board. Second by L. Rampy. No objections noted.

L. Rampy - move to approve Harvey Heyser to the Sanitary 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. We are now waiting for the match that has been promised by the Governor's office - \$138,000.

* The Farmers Market opens 3/24 at 9 a.m.

- * Wv Living Magazine - Shepherdstown received 2nd place in the state.
- * The house on Rt. 45 - 332 W. German St. has been demolished and the lot is now covered with straw.
- * There have been houses built on the East and West end.
- * The Comprehensive Plan meeting is coming up soon and will be open to the public.
- * He would like to revise the ordinance to have the council meetings start at 6 p.m.
- * L. Robertson - wished a belated birthday to Mayor Auxer.
- * 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
- * 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

L. Robertson – move to adjourn at 7:25 p.m. Second by L. Rampy. No objections noted.

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