

PUBLIC WORKS COMMITTEE MINUTES

Monday, September 23, 2024

6:00 p.m.

Town Hall

104 North King Street

Members Present: Mayor Gatz, L Bicker

Members Absent: Chris Stroech

1. **Call to Order:** Mayor Gatz called the meeting to order at 6:04 PM

2. **Approval of Minutes:** August 26, 2024 meeting

L Bicker motioned to approve the minutes. Mayor Gatz indicated that the minutes should be amended to read that C Stroech will provide suggestions for purpose and 2025 goals for the Public Works Committee.

3. **Visitors**

a. **Marty Amerikaner, Jim Auxer, Greg Welter**

4. **Public Comment:** Greg Welter made public comments inquiring about the status of the Stormwater Infrastructure projects. He also made comments about the speed sensor that that was placed on Hwy 230 near O'Hurley's General Store, stating that it is not effective in that location.

5. **Unfinished Business:**

A. Committee's purpose statement and meeting schedule through December 2024

C Stroech provided a proposed purpose statement:

"The Public Works Committee advises the Mayor and Town Council on and provides oversight of Town infrastructure as related to streets, sidewalks, waste management, Town-owned properties, the upkeep of private properties, and all other related matters. The Committee's responsibilities include the Town's trash and recycling programs, stormwater control, and the administration of adopted building codes and property maintenance ordinances."

Mayor Gatz proposed some minor edits to the purpose statement. Given the absence of C Stroech, the committee agreed to table finalizing the purpose statement and goals until C Stroech could be present.

B. Committee's strategic goals for FY25

The committee reviewed purpose statement and goals that were proposed by C Stroech.

1. Complete sidewalk survey and implement a fair process to remediate any issues;

2. Complete utility pole survey and encourage pole owners to remediate any issues;
3. Thoroughly understand and publicly vet the building code before possible adoption.

L Bicker suggested that we add to the 2025 goals a goal related to pedestrian connectivity. L Bicker indicated that the existing comprehensive plan names a priority strategy as being to enhance accommodations for pedestrians and bicyclists and specifically to require pedestrian and bicycle Infrastructure. Mayor Gatz agreed with the recommendation and said that it was fitting that the #1 item from the list above would fall within the scope of that larger goal.

Mayor Gatz and L Bicker discussed Item #2 and the discussion centered around it being a worthy project, however it was not a large enough issue to be considered a priority goal for 2025.

L Bicker spoke to having concerns with the building code as a 2025 goal. He indicated that there are a large number of initiatives for the committee to focus on and that including that particular goal would be a distraction from other higher priority topics. Mayor Gatz indicated that he believes it important to learn more about the building code by bringing in an expert to talk on the subject and agreed with removing it from the list of priority goals for 2025.

The discussion ended with the identification with one priority goal:
Enhance accommodations for pedestrians and bicyclists.

Given the absence of C Stroech, the committee agreed to table finalizing the purpose statement and goals until C Stroech could be present.

C. Utility Pole Canvassing – Discussion

Marty Amerikaner provided background on the utility pole canvassing. He indicated that this was a project that he and C Stroech had been working and the purpose was to identify utility poles that were structurally compromised or had unused wires. The goal being to provide a report to the utility companies to improve the situation. With Marty Amerikaner no longer being on PWC, L Bicker stated that he was available to assist C Stroech on the project starting in the middle of October. Mayor Gatz asked if any assistance was required from town staff and L Bicker replied that he did not believe so at this time.

D. Status of Stormwater Infrastructure Project- Fairfax Field & Mill Street – Discussion

Mayor Gatz provided an update that project is being managed by Region 9 and that it had not yet been put out for bid. Additionally, there is an opportunity to apply for an additional round of grants to support the project this fall.

E. Greater Shepherdstown Bike Path – Discussion

Mayor Gatz stated that the previously approved bike path that will connect Shepherdstown to Morgan's Grove Park has been redesigned by the State DOT as being a sidewalk. Mayor Gatz raised that there are questions about the suitability of

such infrastructure for bicyclists.

F. Wayfinding sign project – Discussion

Marty Amerikaner background that this was a project initially proposed by “Age friendly Shepherdstown” and came to PWC by way of that. The project entails having a marked bicycle route through town that routes along less densely traveled roads with destinations being the center of town, Rumsey Park. The route would also provide a means of thoroughfare from Rumsey Bridge to Hwy 45 West and to Hwy 480 South. The goal being to provide road markings that provide bicyclists with a visual guide for navigating through town. Marty led the initiative and is proposing “sharrows” to be painted on the roads along the route at the key intersections. The sharrows are DOT approved symbols and are approximately 112” x 40” . Mayor Gatz stated that he would work with town staff to do a cost study for this proposal.

G. Plan for Presentation on International Business Code – Discussion

Mayor Gatz stated that a person has been identified to conduct an educational session on the topic.

6. New Business:

None

7. Mayor’s Report

Mayor Gatz gave a report on the following topics:

The person who owns the property where the trip hazard was identified on German Street gave permission for the town to conduct repairs and be billed for costs.

A new recycling truck will cost in the range of \$200-\$250k for recycling truck. The current truck is broken down again and the bed of the truck has rusted holes. Mayor Gatz is looking at other options for replacement truck.

RFP will be going out for painting the roof of the tobacco warehouse, as well as general painting of the market house, train station and interior of town hall.

PW department is working with commercial establishments in town to have larger capacity trash bins. These will be neater than having numerous smaller bins and will be more effective in rodent and pest control. To date, four businesses have requested them. More to follow at next meeting.

Regarding the Jay Hurley property that was donated, the town has received a plat. The estate is arranging for it to be surveyed/staked and should be completed by the end of September. Once the property lines are established, cleaning efforts will begin. Five trailers are on the land and are occupied as residences.

8. Adjournment

L Bicker made a motion to adjourn. Meeting adjourned at 7:28 pm. Next meeting date - October 28, 2024.

