

# **SHEPHERDSTOWN TOWN COUNCIL MEETING AGENDA**

Wednesday, January 14, 2026 – 6:30 p.m.

Town Hall – 104 North King Street

Join By Zoom

<https://us06web.zoom.us/j/86067120451?pwd=fWNLscmYpiOmof8Pknlig4oZKNXa8i.1>

Meeting ID: 860 6712 0451

Passcode: 818383

## **1. Call to Order**

## **2. Attendance**

## **3. Approval of Minutes**

- a. Town Council Meeting Minutes of December 10 and 22 2025

## **4. Public Comment Period**

- a. People who have registered to address Town Council

## **5. Commission and Committee Appointments**

- a. Grants Committee - appointment of Mary Fortuna
- b. Historic Landmarks Commission - reappointment of Tom Mayes
- c. Shepherdstown Public Library Board of Trustees – appointment of Yocencia Deal

## **6. Ongoing Business**

- a. Annexation Petition
- b. Briefing on Election Planning
- c. Introduction of Karl Musser, Project Manager and Zoning Expert
- d. Town Interns
- e. Tenants and Remaining Trailers – Mill Street Property
- f. Financial Management System – Procurement

## **7. New Business**

- a. Briefing on Town Sewer System Spill on January 7, 2026
- b. Shepherd University “Big Read 2026” Program
- c. Community Grant Application
  - i. American Conservation Film Festival

- c. Requests for Event Permits
  - i. Constitutional Day Parade
  - ii. 2026 Shepherdstown Farmer's Market
- d. Annual Contribution to the Shepherdstown Volunteer Fire Department
- e. Proposed Donations to the Town
  - i. Donation of Cash for Police Department expenses, Trinity Episcopal Church
  - ii. Donation of Two Benches, Barbara Hartman and Kay Schultz

## **8. Reports by Committees, Commissions, and Boards**

Draft and/or approved meeting minutes

- a. Age Friendly Shepherdstown Committee
- b. Finance Committee
- c. Grants Committee
- d. Historic Landmarks Commission
- e. Parks and Recreation Committee
- f. Personnel Committee
- g. Planning Commission
- h. Public Works Committee
- i. Tree Commission
- j. Water Board and Sanitary Board

## **9. Staff / Department Reports**

- a. Department Reports
- b. Town Financial Status
- c. Approval of Town Expenditures

## **10. Mayor's Report**