

Public Works Committee Agenda  
Monday, February 23, 2026

6:30 p.m.

Town Hall  
104 North King Street

or

Zoom

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

1. Call to Order
2. Approval of Minutes of December 22 and January 19 and 26 Meetings
3. Visitors and Public Comment
4. Ongoing Business
  - a. Updates to Proposed Locations of Green Infrastructure /Storm Water Improvement Projects.
    - i. Green Space at High St and Church St.
    - ii. Bioswale on Old Queen Alley
  - b. Congressionally Directed Funding Applications – Status
    - i. Market House Area
    - ii. Tobacco Warehouse
    - iii. German Street Sidewalks
  - c. Proposed Community Composting Project
  - d. Market House Area Traffic Study – Status
  - e. FY 27 Budget Development
  - f. Sidewalk and Façade Grant Programs – Discussion
  - g. Installation of Directional Signs for Bike Path to Parks in Town – Status
  - h. Artistic Bench Project
    - i. Unveiling of Newest Bench – March 7
    - ii. Plans for Additional Benches
  - i. Collaboration with State Highway Department
    - i. Path Project – Status
    - ii. Sidewalk Engineering – Status
    - iii. Repairs to Duke and Princess Streets – Status
    - iv. Repairs to 4-Way Stops – Status
    - v. Town Control of Princess Street North of German Street – Discussion

5. Member comments
6. Chair comments
7. Next meeting Date – March 23, 2026
8. Adjournment

**DRAFT**  
**Public Works Committee Workshop Meeting Minutes**  
**Monday, January 19, 2026**  
**11:30 a.m.**  
**Town Hall**  
**104 North King Street**

**1. Call to order at 11:30 a.m.**

**2. Attendance Roll**

Members Present:

James Gatz

Linus Bicker

Members Absent:

Carrie Jane Blessing

**3. Review of Replacement Project(s) for Chesapeake Bay Foundation Green Infrastructure Grants**

Members reviewed the earlier finding that the High Street and Mill Street sites are not viable locations for green infrastructure storm water control projects to be funded with grants from the Chesapeake Bay Foundation. The foundation has agreed to allow the Town to identify alternative sites. Discussion without a vote.

**4. Review of Replacement Project(s) for WV State Highway Department Grant**

Members reviewed the earlier finding that Princess Street site is not a viable location for a sidewalk planning grant awarded by the WV State Highway Department. The WV Highway Department has agreed to allow the Town to identify one or more alternative planning projects. Discussion without a vote.

**5. Discussion of Applications for Congressionally Directed Funding**

Members discussed the plan to develop applications for Congressionally Directed Funding requests for the following three projects: Development of Market House Square; Renovation of the Historic Tobacco Warehouse;

Update of Sidewalks on German Street. Discussion without a vote.

**6. Adjournment at 12:30 p.m.**

**DRAFT**

**Public Works Committee Minutes**

**Monday, January 26, 2026**

**6:30 p.m.**

**Town Hall**

**104 North King Street**

**This meeting was not broadcast via Zoom as noticed on the agenda.**

**1. Call to order at 6:30 p.m.**

**Attendance Roll**

Members Present:

James Gatz

Linus Bicker

Members Absent:

Carrie Jane Blessing

**2. Approval of Minutes of December 22 and January 19 Meetings**

Approval of past minutes was deferred to a future meeting.

**3. Visitors and Public Comment**

Jim Auxer and Marcy Bartlett (Town Council Member) attended as visitors.

**4. Unfinished Business**

**a. Updates to locations of green infrastructure / storm water improvement projects**

Members reviewed the earlier finding that the High Street and Mill Street sites are not viable locations for green infrastructure storm water control projects to be funded with grants from the Chesapeake Bay Foundation. The foundation has agreed to allow the Town to identify alternative sites. There was no additional information to share since the last time this was discussed at the January 19 Committee meeting/workshop. Discussion without a vote.

**b. Path Project – Status**

The mayor reported that the State has established March 10, 2026 as the date for submitting bids for the Path project. Discussion without a vote.

**c. Meeting with WV Highway Department – Status**

The mayor has scheduled a meeting with Ed Compton, Deputy State Highway Engineer for February 11, 2026, to discuss the Path Project, the Sidewalk engineering project, and other matters. Discussion without a vote.

**d. Congressionally Directed Funding Applications – Status**

Members discussed the plan to develop applications for Congressionally Directed Funding requests for the following three projects: Development of Market House Square; Renovation of the Historic Tobacco Warehouse; Update of Sidewalks on German Street. There was no additional information to share since when the topic was discussed at the January 19 Committee meeting/workshop.

**e. Proposed Community Composting Project**

Marcy Bartlett shared information on her vision for the Community Composting Project which will be the purview of the Public Works Committee. Discussion without a vote.

**5. New Business**

**a. Traffic Study – Discussion**

The committee discussed the option of requesting the Region 9 office to develop preliminary information and proposals for a thorough study of the potential impacts of closing King Street around and behind the Market House, including a study of impacts of redesigning the parking on North King Street to reduce any loss of parking if South King Street is parked. Linus Bicker made a Motion to approve requesting a proposal for a traffic study and James Gatz seconded the motion. The motion was approved unanimously.

## **b. FY27 Budget Development**

Mayor Gatz informed the committee that the FY27 Town budget will be developed starting in mid-February. The Committee will be asked to make recommendations. Discussion without a vote.

### **Sidewalk and Façade Grant Programs – Discussion**

The committee discussed plans for finalizing the Sidewalk and Façade Grant programs, both of which were funded as part of the FY26 budget approvals. The committee will share the draft information about the two programs with the Town Council and request input from council members. Discussion without a vote.

## **7. Member Comments**

There were no members' comments.

## **6. Chair Comments**

There were no comments by the chair.

## **7. Next meeting Date – February 23, 2026**

## **8. Adjournment**

Linus Bicker made a motion to adjourn, and Mayor Gatz seconded the motion. The meeting adjourned at approximately 7:30 p.m.