

SHEPHERDSTOWN TOWN COUNCIL MEETING

Wednesday, February 11, 2026 – 6:30 p.m.

Town Hall – 104 North King Street

or Join By Zoom

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

Meeting ID: 860 6712 0451

Passcode: 818383

1. Call to Order: 6:35pm

2. Attendance

Council members: Mayor Gatz, Marty Amerikaner (on Zoom), Marcy Bartlett, Cheryl Roberts, Linus Bicker, Shannon Thomas, Carrie Blessing

Community members (on Zoom) : A. Reynolds, E. Bach, S. Friedman, George Pixel, Errika Best

Staff Attendance

Amy Boyd, Mike King, Maged Kirollos, Gino Sisco

3. Approval of Minutes

- a. Town Council Meeting Minutes of January 14, 2026: Motion to approve by Marcy Bartlett; Second by Cheryl Roberts, Unanimous

4. Public Comment Period: None

5. Public Hearings

- a. **Young Shipley Annexation Petition** – Two contiguous parcels (Parcels 41 and 44.1 as shown on Tax Map 8) which are contiguous with the existing corporate boundary of the Corporation of Shepherdstown.

Several residents expressed their concerns about population growth, traffic increases and related impacts on neighboring properties and the town in general.

6. Ongoing Business

- a. Briefing on Election Planning: Amy Boyd reviewed the Election calendar, and next steps in preparing for the election including upcoming filing deadlines.
- b. Approval of Purchase of Software for General Ledger and Utility Administration: Finance Director Maged Kirollos provide an overview of the financial software from Edmonds.gov that

he and the finance committee are recommending that the Town purchase. Motion by Marcy Bartlett, second by Shannon Thomas to approve the purchase. Vote was unanimous.

c. Status of Shepherdstown Path Project: Mayor Gatz reported that the state has notified the Town that the work on Path Project is out for bid, with a contract to be awarded by March 24. The project is slated to be completed by the end of November of this year.

7. New Business

a. First Reading of Annexation Ordinance re Parcels 41 and 44.1 (if needed): Council agreed that further discussion of the PUD ordinance and development controls will be needed before a second reading is scheduled. It was further clarified by both Mayor Gatz and Town Attorney Chazz Printz that the annexation petition is solely about the land itself being incorporated into the town; any plans for development of the property would require both action by the Planning Commission and a re-zoning process to be voted upon by Council. Motion to approve the first reading of the Ordinance made by Marcy Bartlett, second by Cheryl Roberts. Vote to approve was unanimous

b. Requests for Event Permits

- i. Frosty Fest – Revised Dates - March 6-8
- ii. Shepherdstown Easter Egg Hunt - March 28
- iii. Back Alley Garden Tour - May 16-17
- iv. Frye/Williams Wedding – April 11
- v. Towers Wedding – October 28

Moved by L. Bicker, second by C. Roberts, to approve all 5 event permits.
Unanimous.

d. Briefing on FY27 Budget Process/Timeline: Maged Kirolos provided an overview of the FY 27 budget process and timeline, with drafts of the budget to be presented to the Finance Committee in early March and final approval hoped for by mid-March to meet State submission deadlines a bit later in March

e. Shepherdstown Grant Programs for Sidewalk Repair and Building Façade Improvements: Mayor Gatz reported on progress with grant applications for these projects, noting that the new Town Program Manager Karl Musser is serving as “point person.”

f. Receipt of Grant Award from the West Virginia Energy Office: The mayor reported that the Town had received an Energy Office grant for energy efficient and accessible doors; the exact number of doors to be purchased is not yet determined.

g. Approval of Proposed Grant Applications: Mayor Gatz provided an update on several grant proposals that are being developed. There was no action needed at this time.

- h. Donations to the Town of Shepherdstown: Cheryl Roberts reported on the proposed donation by Hank Walter to complete Phase 3 of work in Rumsey Park, which will include additional parking spaces, a bike rack, a rain garden and a historical marker replacement. The value of the donation is approximately \$65000. After discussion, it was agreed to leave the proposed donation on the agenda for final action at the next meeting.

8. Reports by Committees, Commissions, and Boards

Draft and/or approved meeting minutes

- a. Age Friendly Shepherdstown Committee
- a. Finance Committee
- b. Grants Committee
- c. Historic Landmarks Commission
- d. Parks and Recreation Committee: Cheryl Roberts reported that Phase 1 work on Rumsey Park is complete; see 7.h. above for update on proposed donation for work on phase 3
- e. Personnel Committee
- f. Planning Commission
- g. Public Works Committee
- h. Tree Commission: Linus Bicker reported on tree work, including work on the Town Hall tree well
- i. Water Board and Sanitary Board

9. Staff / Department Reports

- a. Department Reports: Police Department reported being back at full strength with their new hire
- b. Town Financial Status: Maged Kirolos reported that the town's finances are in strong shape, including a healthy surplus in the FY 2026 operating budget
- c. Approval of Town Expenditures: see attached list of expenditures; Motion to approve expenditures made by Marcy Bartlett and seconded by Cheryl Roberts. Vote was unanimous to approve.

10. Mayor's Report

11, Adjourn: at 8:28pm, Linus Bicker moved and Marcy Bartlett seconded the motion to adjourn. Vote was unanimous to approve.