

Public Works Committee Meeting Minutes
Monday, March 30, 2026
6:30 p.m.,
Town Hall
104 North King Street

Committee Members Present: Mayor James Gatz (JG), Town Councilor Linus Bicker (LB)

Committee Members Absent: Town Councilor Carrie Blessing (CB)

Staff in Attendance: Gino Sisco – Town Administrator, Karl Musser – Project Manager and Planning and Zoning

In audience: Elise Baach (EB), Marty Baach (MB), Jim Auxer (JA), Steve Pearson (SP), Harriet Pearson (HP), George Moody (GM)

1. **Call to Order:** JG called the meeting to order at 6:35pm
2. **Approval of Minutes:** No minutes were approved
3. **Public Comment:** GM, Owner of the Mecklenburg Inn stated that he was leaning against supporting a proposed park at the Market House. EB Stated that she would like to be informed about any plans concerning a proposed park at the Market House
4. **Ongoing Business:**
 - a. Proposed Locations of Green Infrastructure /Storm Water Improvement Projects – Status
 - i. JG discussed the changes to potential stormwater/green infrastructure locations.
 - ii. One new location may be between West High Street and the SU stadium along a “paper” street.
 - b. Congressionally Directed Funding Applications – Status
 - i. Applications were submitted with the Town’s congressional delegation.
 - ii. German Street sidewalks were discussed as potential congressionally directed funding.
 - c. Proposed Community Composting Project – Status
 - i. Discussion of some details about composting.
 - ii. Utilize a small grant as well as some budgeted funds from the Town.
 - iii. Potentially 30 homes in a pilot program.
 - d. Market House Plaza Project and Area Traffic Study – Status
 - i. LB presented a PowerPoint presentation on a potential Market House park or plaza.
 - ii. This would be a phased approach that would include public meetings, public comments, and an open dialogue with the community.

- iii. There is an AARP grant available for this project.
 - iv. Dates and deadlines were discussed but nothing was set.
 - v. There will be a traffic study done at some time for this potential park.
 - vi. There was a motion to send this proposal to the Town Council for discussion by the Town Councilors. JG made the motion LB second - passed unanimously.
 - e. Sidewalk and Façade Grant Programs – Status
 - i. It was determined that in the May Public Works meeting there would be discussion of building façade support for business that would coincide with the historic preservation Month.
 - ii. JG stated that Sidewalks Program is not ready yet.
 - f. Artistic Bench Project – Status
 - i. Discussion centered on design themes for two benches that were being purchased and prepared for artist designs.
 - ii. Themes discussed were elephant theme and ghost theme as well as a Shepherdstown theme.
 - iii. LB moved to procure the two benches JG second - passed
 - g. Collaboration with State Highway Department – Status
 - i. JG stated that the PATH project is ready to start with an anticipated completion date in November 2026.
 - ii. Discussions concerning paving at intersection of Duke and High Streets to improve noise reduction and buckling of pavement.
5. **Member Comments:**
- a. None
6. **Chair Comments:**
- a. JG stated that the Town will be sure to be open about projects and will ensure stakeholder engagement.
7. **Next Meeting Date:** April 27, 2026
8. **Adjournment:** At 7:52pm JG moved to adjourn and LB second - unanimous