

Corporation of Shepherdstown

Minutes of the Meeting of the Water and Sanitary Board

March 26, 2026

Town Hall 104 N. King Street

1. Call to Order

2. Visitors – Mr. Auxer, Mr. Welter

3. Board Members Present

Sanitary Board – James Gatz, Harvey Heyser, Bob Keller

Water Board – James Gatz, Marcy Bartlett, Jack Eggleston, Dan Shelton, Kathleen Stratton

4. Vote to Approve Minutes

a. Minutes of the February 26, 2026 Meeting

- **Vote** – Approved by Sanitary Board

-**Vote** -- Approved by Water Board

b. Minutes of the January 22, 2026

- **Vote** – Approved by Sanitary Board

5. Flow and Quality Reports – All measures within acceptable range.

6. Financial Reports

a. Budget vs Actuals- Members of both boards again ask for improvements in the format of charts, and for pages in the packet of materials to be number sequentially.

b. Plans for workshops on reserve and depreciation accounts, and formats of monthly financial reports to the boards. Planning was

postponed because staff were working on preparation of the Town's annual budget.

c. Relationship between town budget and W&S department budgets. Madged Kirolos, the Town Financial Officer, gave a general overview of how the town's budget relates to the Water and Sewer Department budgets. He also outlined how the bank accounts for the two are structured. Many questions arose and should be addressed before changes in tariffs are considered.

7. Unfinished Business

a. Study of the Town Run Watershed – Marcy Bartlett reported that sampling is proceeding as planned.

b. Hydrant report – No new problems but continuing concern about how to avoid damage to hydrants by delivery trucks.

8. New Business

a. Testing Biosolids for PFAS – Sanitary department proposed to begin testing biosolids for PFAS.

Vote - The Sanitary Board voted to begin testing.

b. Public Compliments to the Sanitation Department – Sue Kemnitzer thanked the Sanitary Department for their excellent presentation on the town's sanitary system at the American Conservation Film Festival. She read one of the dozens of messages from Shepherdstown residents which thanked our staff for their excellent work.

9. Next Meetings – April 23 and May 28

10. Adjourn