

SHEPHERDSTOWN TOWN COUNCIL MEETING MINUTES

Wednesday, March 12, 2025

6:30 p.m.

TOWN HALL

104 NORTH KING STREET

1. Call to Order at 6:32 p.m.

Mayor Gatz, Cheryl Roberts, Marty Amerikaner, Marcy Bartlett, Linus Bicker, Shannon Thomas

Staff Present: Amy Boyd, Woody Coe, Chief King, Gino Sisco

Visitors Present: See attached sign-in sheet

2. Approval of Town Council Meeting Minutes of February 12, 2025 – Motion by M. Bartlett, second by S. Thomas, approved as presented. Unanimous

3. Public Comment Period

Persons who have registered to address Town Council

4. Ongoing Business

a. Appointment of Town Recorder – Motion by S. Thomas to nominate Marty Amerikaner to the position of Town Recorder, second by C. Roberts.

Unanimous

b. Task Force on Town Banners and Hometown Heroes Banners - Motion by M. Amerikaner to approve the resolution, second by L. Bicker. Unanimous.

c. Staff Reports – in the packet

d. Town Financial Status

i. 2025 Budget Revisions and 2026 Budget Planning- schedule provided

d. Review and Approval of Town Expenditures – Motion by M. Bartlett to approve, second by C. Roberts. Unanimous

5. New Business

- a. Appointment of Town Council Member – M. Amerikaner, G. Sisco and A. Boyd will meet to create an announcement of the vacancy.
- b. Town Council Meeting Policy – James asked Town Council to review the handout he provided.
- c. Status of Mill Street Property – Mayor Gatz discussed process in which the Town accepted ownership of the property.
- d. Event Requests – in the packet – Motion by S. Thomas, second by C. Roberts. Unanimous
- e. Requests for Support
 - a. Town Run Watershed Group Request – Kay Schultz provided an update.
- f. Volunteer Appointments
 - a. Board of Appeals – Motion by M. Amerikaner to approve Nancy Stewart and Jonathan Wertman, second by L. Bicker. M. Bartlett – opposed to J. Wertman appointment due to having just received his application. Motion passed.
 - b. Historic Landmarks Commission – No action
- g. Spring 2025 Town Event Funding – Motion by M. Amerikaner to approve \$800 towards the Easter events, second by C. Roberts. Unanimous

6. Reports of Committees, Commissions and Boards

Review of draft and/or approved minutes of the following committees, commissions and boards that have met since the Town Council meeting was held on February 12, 2025

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

7. Mayor's Report

**8. Motion by C. Roberts, second by M. Amerikaner, adjourn meeting at 9:24 p.m.
Unanimous**