

SHEPHERDSTOWN TOWN COUNCIL MEETING MINUTES

Wednesday, July 9, 2025 – 6:30 p.m.

Town Hall – 104 North King Street

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

2. Members Present: Mayor Gatz, Marty Amerikaner (via Zoom), Marcy Bartlett, Shannon Thomas, Carrie Blessing, Linus Bicker

Members Absent: Cheryl Roberts

Staff Present: Charle Coe, Mike King, Gino Sisco

Visitors Present: See attached sign-in sheet

2. Approval of Minutes

a. Town Council Meeting Minutes: for June 9 and 11

For June 9: Marcy made one correction- she was present, not on Zoom).

For June 11: James asked that the amount of support for CATF (\$25000) be included.

Moved M. Bartlett, second by C. Blessing, to approve as amended, passed unanimously.

3. Public Comment Period

a. People who have registered to address Town Council:

a. Nancy Stewart announced a fundraiser to help Shepherdstown Shares' effort to purchase supplies for teachers.

4. Public Hearing

a. Second Reading – Amendment to Special Events Ordinance (reducing required time for submitting an application for an event permit from 30 days to 14 days in advance of the event) Moved by Marty, second by Marcy. Passed Unanimously

b. Second Reading of 2025 Comprehensive Plan: Moved by S. Thomas, second by L. Bicker. Passed Unanimously

5. Ongoing Business

a. Staff Reports - enclosed

b. Town Financial Status

i. Review and Approval of 5/31/25 Budget versus Actual Financial Reports

- ii. Review and approve Town Expenditures
- c. Town Hall Interns Program – Gino reported that the first intern (from WVU) had begun working. Gino noted that he is hopeful that the program will grow.

6. New Business

- a. Event Request: Freedom’s Run- Adam Lowe presented the request for approval of the annual Freedom’s Run on October 4. After discussion of possible rerouting to bring runners into town in future years, approval was unanimous. Moved by L. Bicker, second by M. Bartlett, passed unanimously.
- b. Draft Policy for Art Enhanced Public Benches by Local Artists in Shepherdstown: Moved by M. Bartlett, seconded by C. Blessing, passed unanimously
- c. Direction markings for Bike Path on High Street: Mayor Gatz presented a visual display of the appearance of sharrows and arrows to be used to mark bike path. No action was needed

7. Reports of Committees, Commissions, and Boards

Review of draft and/or approved minutes from meetings held since May 14, 2025

- Age Friendly Shepherdstown Committee
- Finance Committee
- Historic Landmarks Commission
- Parks and Recreation Committee
- Planning Commission
- Public Works Committee
- Tree Commission
- Water and Sanitary Boards

8. Mayor’s Report

Mayor Gatz raised concerns about the County Commission’s firing of all members of the Development Authority. He asked all Council members to review a letter he had written to the JCC expressing those concerns.

He also reiterated the need for more volunteers from the community to serve on Town committees.

He expressed appreciation to Peter Smith for his excellent work again this year organizing the July 4 Parade and Picnic

Moved to adjourn at 8:55: Unanimous