

SHEPHERDSTOWN TOWN COUNCIL MEETING MINUTES

Wednesday, April 8, 2026 – 6:30 p.m.

Town Hall – 104 North King Street

1. Call to Order

Meeting called to order at 6:37 p.m.

2. Attendance

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

Absent: Carie Blessing

Staff: Gino Sisko , Amy Boyd , Mike King , Maged Kirollos , Duane Swisher, Hunter Wetzel

3. Approval of Minutes

Town Council Meeting Minutes of March 11 and 19, 2026 were approved unanimously.

4. Public Comment Period

Erica Best requested grant funding for Back Alley Garden Tour banners supporting the Community Club and War Memorial Building.

Elizabeth McGowan spoke in support of a resolution supporting immigrant neighbors.

David Zumbrun addressed Council regarding the Young/Shipleigh annexation request.

Heather Wallen provided information on the Roving Peregrine Theatre Company and its programming.

Linda Layne (Bee City) requested fencing, signage, and coordination regarding the watershed garden and pollinator initiatives.

5. Public Hearings

First reading of ordinance allowing elected officials to decline pay was presented. Suggestions to modify the language were made, and Town Attorney Chazz Printz will make changes before the next meeting. No votes were taken.

6. Ongoing Business

- a. Election Briefing: Town Council is required to appoint election officials (poll workers and counting board). The list of volunteers was presented to Council (Deb Tucker's name had been omitted from the list and was added back at the meeting). The list was approved unanimously with a Motion from M. Amerikaner, seconded by C. Roberts. (full list is available from Town Clerk Amy Boyd). The discussion about compensation for poll workers was deferred until next month.
- b. Path to Morgan's Grove Park project funding confirmed; project moving forward towards November 2026 completion date.
- c. Update received on Young/ShIPLEY annexation; no action taken; plan to review at the Special Town Council meeting on April 21.
- d. Market House Plaza 90-day pilot project plan and timeline was presented by Linus Bicker; after extensive discussion it was approved unanimously with a motion by C. Roberts and seconded by L. Bicker, with recommendation that HLC review the proposal.
- e. Stormwater project locations revised due to utility conflicts; motion approved unanimously to proceed with updated plans and funding.
- f. Real estate matters: discussion moved to end of meeting to occur in Executive Session.

7. New Business

- a. Event Permit: Council approved the permit for our annual July 4th Parade
- b. Town support for July 4th celebration: brief discussion of how Town can further support the celebration.
- c. Resolutions:
 - i. Fair Housing Month: Proclamation was read aloud and approved unanimously by Council.
 - ii. Town Council Executive Sessions: Resolution concerning Town policy and practices regarding Executive Sessions (intended to clarify consistency with State Code) was passed unanimously
 - iii. Princess Street Shopping District: A proposal for new signage to promote the retail shops on Princess Street was introduced and discussed; Council voted unanimously to approve a planning process for developing appropriate signage and sign placement.
- d. Town Grant Applications:

Council received an update on the applications for:

 - i. Congressionally Directed Spending support for improvements to German Street sidewalks
 - ii. Chesapeake Bay Foundation support for proposed yard waste program

- iii. Community Foundation for support of refurbishing the entry way to Shepherd Family Burial Ground

No Council action was taken on any of these items

- e. Historic Landmarks Commission: Historic Landmarks Commission: Keith Alexander described recent work, highlighting their process of being reviewed in order to maintain the Town's status as a Certified Local Government; the review produced a very positive outcome (Keith called it an "A-"). He also noted that several recent public projects had not been reviewed by the HLC when they ought to have been. Two specific recommendations for Council were to a) review the Library sign and b) review the yellow bollards that were placed around the fire hydrant on German Street. Last, there was a brief presentation on a new grant program to support plaques for historic homes and other structures. The request that Council approve a request to support this project was approved unanimously.
- f. Community Grant applications:
 - i. Back Alley Garden Tour request for a community grant for \$1200 was approved unanimously.
 - ii. Roving Peregrine Theatre Company request for a community grant was approved as modified to include only funding for the first of two proposed plays (\$1250); the second will be reviewed at the May meeting.
- g. No new donations to the Town were reported
- h. The Town's recognition as a "Readers' Choice TOP 10 Best Historic Small Town" by USA Today was noted. Ashley Neese was thanked for her work on this project.
- i. There will be an orientation session for newly elected officials in mid June.
- j. There are two applications for paid summer internships, and Hunter will be continuing his work for the summer.
- k. A Special Town Council meeting is scheduled for April 21 at 6:30 p.m. The purpose is to "lay the levy" as well to address any additional items on the agenda

8. Reports by Committees, Commissions, and Boards

Reports were included in the packet;. Cheryl Roberts reported on current status of the Phase 1 improvements to Rumsey Park.

9. Staff / Department Reports

- a. Financial report was included in the packet; no detailed discussion occurred.
- b. Gino noted that there are several applicants for paid summer internships with the Town.
- c. Police report focused on the range and number of calls received (487), with a larger than usual number of vehicle accidents

- d. Public Works reported on several water leaks and service line repairs; Street work will focus on street sign, speed bump re-installation and banner installations. There have been 3 new hires.
- e. Motion to approve town expenditures was unanimously approved.

10. Council went into executive session at 9:24pm to discuss real estate issues and came out at 9:50. No votes were taken in the Executive Session, and no motions were made when Council emerged from the Executive Session.

11. Motion to adjourn was unanimously approved at 9:50