



Shepherdstown WEST VIRGINIA

Shepherdstown Parks & Recreation Committee

Draft Minutes – April 28, 2026

Attendance: Cheryl Roberts, Chair; Marty Amerikaner and Adam Thomas
Absent: Tobi Moriarty

1. Call to Order

- Meeting called to order by Chair, C. Roberts at 6:08 p.m.

2. Approval of Agenda

- Motion by M. Amerikaner/Seconded by A. Thomas to approve agenda. Motion passed unanimously.

3. Approval of Previous Minutes

- Motion by Adam Thomas; Seconded by M. Amerikaner to approve March 24, 2026. Approved unanimously.

4. Welcome Visitors:

- Hank Walters and Kristi Hendricks Rumseyan Society/Friends of Rumsey Park.
Corp of S'town Staff: Gino Sisco and Hunter Whetzel (Intern)
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5. Unfinished Business: Park Reports

5.1 Bane-Harris Park – C. Roberts

- Playground equipment -Normal Use.
- Pickle Ball Courts – Normal Use
- Basketball Court - Normal Use
- Fairy Garden - Normal Use
- Recommend Dog Bags be monitored and replaced regularly.
- M. Amerikaner requested to repave basketball/pickleball court with a smooth surface due to existing pits and cracks.

5.2 Cullison Park – M. Amerikaner

- Walking Path from Cullison Park to Rumsey - Complete/CLOSED
- Many Thanks to Public Works for installation!
- Noted by M. Amerikaner that there is a steep decline which may possibly require a railing. Public Works will be consulted.

5.3 Riverfront Park – T. Moriarty

- Bamboo along the Town Run removal. C. Roberts will walk the path to investigate and follow up with Public Works for recommendations.

5.4 Rumsey Park – A. Thomas

- Phase III-Step 1, funded by a donation through the Rumseyan Society (aka "Friends of Rumsey Park" –a 501c3 approved organization for fundraising purposes.) is scheduled to commence this week. (Richard Barrett Construction replaces R&L Landscaping per H. Walters)
 - Watering & Maintenance for plantings from Phase 1
 - Topsoil, seed, and mulch for a plush grassy area
 - Gravel and Blacktop for two parking spaces



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- Concrete pad for bike rack
 - Removal of forsythia will be performed in June/July.
 - Note: Concrete Pad for Historic Panels has been modified by recommendations from Hopewell Manufacturing and requested to install in-ground 24" deep. This is being investigated to determine whether the designated location is free of bedrock complications.
 - Bike Rack has been identified and will be purchased after the concrete pad is installed.
 - WV Swing –A Thank-you Letter to Shepherdstown Rotary - Complete/CLOSED
 - Continue to pursue special signage for “No Climbing on Rocks”.
 - **Note: The replacement of the James Rumsey Monument Historic Panel has not been approved by Town Council. The initial request has been made and the content for the panel will need to be discussed prior to moving forward for a final decision.
 - **Note: the Historic Bridges Panels project has not been approved by Town Council. Additional information is required included a donation application from Doug Perks/Historic Shepherdstown.
 - **Note: C. Roberts has consulted Historic Landmarks Commission and Historic Shepherdstown for support and advice regarding the request for panel. Once approved, installation is set for this fall. Timeline for Hopewell Manufacturing is 4 weeks from the point of final content submission to installation.
 - **Note: Attached Information and Pricing of each Historic Panel
 - **5.5 -Devonshire Park – C. Roberts**
 - Area needs to be better maintained and C. Roberts accepted an offer from Town Hall Intern, Hunter Whetzel to lead a group of students to begin maintenance. He will request assistance from Public Works for receptacles and tools.
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6. Ongoing Projects & Issues

6.1 Safety Issues

- None reported

6.2 Bookmark the Park

- Initial Planning Stage – OPEN

6.3 Hurley Donated “Park” Status

- Community Survey in Progress for future planning - A. Thomas/T. Moriarty

6.4 Bike Friendly Community

- No follow up from Leigh Ann Evanson - CLOSED

7. New Business:

- M. Amerikaner suggested that requests, ideas, recommendations, etc., regarding Town Parks need to be originated with Parks and Recreation Committee. During Parks & Recreation Committee meetings, a concept plan may be requested if the project is in line with the Corporation of Shepherdstown’s needs and approved by Town Council.
- Vacancy Announcement - Vice M. Amerikaner’s relocation (July 2026)

8. Other Topics for Future Project Planning



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9. Next Meeting – May 26 @ 6:00 p.m. – Rumsey Park (weather permitting; Town Hall is the back-up)

10. Adjournment

- Motion by M. Amerikaner; Seconded by A. Thomas to adjourn at 7:12 p.m.

Respectfully Submitted:
Cheryl Roberts, Chair



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HISTORY PANEL DESCRIPTION RUMSEY PARK - SHEPHERDSTOWN

of panels: 2 each (James Rumsey + Bridges)
-- size of laminated area: w36" x h24"
-- content area: laminate (graffiti resistant)
-- manufacturer: Hopewell Manufacturing (Sasha x717-593-9400, ext. 107)
-- frame: aluminum
-- warranty: 10 years
-- placement location: by the stone wall bed overlooking the Potomac River
-- installation: expansion anchors to secure aluminum base to concrete pad
-- content composers: 1. Rumsey panel: Nick Blanton / 2. Bridges panel: Doug Perks, Keith Alexander, Patrick Fuller
-- Pad/foundation/base: R&L Landscaping
-- Panel content completion: late summer/autumn 2026
-- Panel request submission to manufacturer: following approval of content submission
-- Panel cost estimate (see Hopewell attachments): \$1,680 per panel (includes shipping and 2 hrs of design)
-- Funding: Rumsey (proposal for Town to fund replacement panel; original panel vandalized) / Bridges (private donations with "Donation Request" to Town Council required (attachment))



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