

Corporation of Shepherdstown

Draft Minutes for Special Water Board Meeting

Tuesday, July 28, 2026 6:30 p.m.

Town Hall 104 N. King Street

1. Call to Order
2. Members Present – Marcy Bartlett, Dan Shelton, John Bresland, Kathleen Stratton, Sue Kemnitzer
3. Staff Present – Gino Sisco
4. Lead Service Replacement Project and associated proposal from Ghosh Engineers.

At the July 23, 2026 Water Board meeting, staff asked the Board to approve a \$25,000 project from GHOSH engineers to develop a Preliminary Engineering Report for the Lead Service Replacement project. The Shepherdstown Water system does not have lead lines at present. This project would replace galvanized lines that we cannot prove were not connected to lead lines in the past. This situation was described in the department's Lead Service Line Replacement Plan which identifies 422 galvanized service lines that require replacement. This report was submitted to the WV Department of Health on October 8, 2024.

The board was given nothing in writing from GHOSH to describe the project. So, it deferred consideration until a written proposal was available. A letter proposal from GOSH was submitted on July 24, 2026.

Vote: The Water board voted to accept the proposal from GHOSH with the added requirement that the Preliminary Engineering Report contain all of the engineering information necessary to apply for construction funding from the WV Drinking Water Revolving Fund.

5. Adjournment