

Tuesday, April 3, 2012

The regular meeting of the Smithsburg Mayor and Council was held on Tuesday, April 3, 2012, with Mayor Myers and Councilmembers Jernigan, Lushbaugh and Souders present. Councilmembers Aurand and Martin were absent.

The meeting was opened with the Pledge of Allegiance led by Councilmember Souders.

Mayor Myers introduced Trista Heare who was attending tonight's meeting as a requirement for the National External Diploma Program.

On a motion by Councilmember Souders, Council unanimously approved the agenda as presented.

Councilmember Souders made a motion to approve the minutes of the March 6, 2012 meeting of the Mayor and Council as presented. Motion passed by a unanimous vote. On a motion by Councilmember Lushbaugh, the March 27th Work Session minutes were approved by a majority vote. Councilmember Jernigan abstained from voting due to his absence at the work session. Councilmember Jernigan made a motion to approve the minutes of the March 6th Executive Session and to have them remain opened. Motion passed by a unanimous vote.

The Treasurer's report was approved unanimously by the Council on a motion by Councilmember Souders.

MAYOR'S REPORT

Mayor Myers reported on the following: (1) Attended Washington County Council of Government meeting. (2) Attended the Tribute to Don and Jone Bowman at HCC. (3) Attended Washington County Chapter of the Maryland Municipal League held at Sharpsburg. (4) Attended Charter Ad Hoc Committee meeting. (5) Majority of time was devoted to preparing the budget to present to Council.

REPORTS -- DEPARTMENT HEADS

Betsy Martin, Clerk/Treasurer/ Manager reported the following: (1) Reviewed meter readings and prepared and sent out water and sewer bills. (2) Worked on Energy Grant. Air conditioning unit has been installed. (3) Along with the Mayor met with Jim Castle regarding CDBG program. At this time town is not eligible for any of the grants. (4) Attended pre-bid conference for the 2012 Town Mowing and conducted bid opening. (5) Sent out letters to residents regarding repairs needed to sewer line clean-outs, etc. (6) Attended Pride Days meeting. Next meeting of the Pride Days Committee will be held on April 12th at 7 PM. (7) Attended County Council of Government meeting. (8) Assisted the Mayor in the preparation of the budget. (9) Spring Clean up Day will be held on May 5th. Check out the website for all details.

Chief George Knight presented the following report: (1) There were 142 calls for service during the month of March with 1 adult arrest. (2) The department patrolled a total of 3,071 miles this month and did 20 hours and 55 minutes of foot patrol. (3) A total of 8 premise checks were conducted during the month. (4) Chief Knight attended in service training at WCSO. (5) Corporal Witmer, Officer First Class Hudson and Officer Munson participated in Defensive Tactics training. (6) Chief Knight attended the G8 Summit meeting in Baltimore and participated in the Bomb and Terrorist Activity training at HCC. (7) The Officers worked a total of 14 hours for the State Highway Traffic Grant.

Jeff Long, Public Works Director, presented the following report: (1) Ongoing waste water infrastructure repairs. All of the frames and tops have been replaced on the manholes along the stream to the rear of Grove Creek Circle. An additional 22 manholes have been sealed and all joints have been

sealed as well. (2) Conducted first quarter water meter readings and re-reads. (3) Opened both parks for the season. (4) The City of Hagerstown tested the master meter from the town on March 22nd. The meter tested at 100.41% accuracy. (5) Installed cross walk signs at the schools. (6) Conducted first mowing of the season. (7) Conducting the first weed spraying of the season. (8) Along with the help of the Nancy Walzl and Betsy Martin, send out 36 letters with regards to sewer lateral repairs. Several of those repairs have already been completed by the homeowners. (9) Painted swing sets at Lions Community Park. (10) Sanded and water sealed all of the small picnic areas in Veterans Park. (11) Along with Betsy Martin, attended the pre-bid meeting, walk through and bid openings for the mowing contract. (12) The Town of Williamsport, for the fifth consecutive year, will be allowing us the use of their street sweeper and operator at no charge for two days to clean the town streets and parks. (13) Several sidewalk repairs were completed at Town Hall. (14) Finished the cleanup of downed brush at Lions Community Park. Upcoming events and projects include: (1) Continue sewer infrastructure work. (2) Hydrant flushing. (3) Paint curbs, crosswalks and parking spaces. (4) Street sweeping. Average daily water consumption for the month was 213,406 gallons.

REPORTS -- COMMISSIONS, COMMITTEES

Appeals Board – No cases.

Smithsburg Community Activities Commission – No meeting. SCAC will be assisting the Lions Club with their annual Easter egg hunt on Saturday.

Parks and Improvement Commission – Kevin Jeter, Chairman, reported that the restrooms are now open and that the sani-pot has been removed from Veterans Park. A new Pepsi machine will be delivered next week to replace the one that was damaged by vandals. The Parks Commission is requesting that the Council allow them to proceed with having the engineering work done for the installation of roll up doors on the first pavilion at Veterans Park. After much discussion on this issue, consensus of the Council was for the Park Commission to consider adding this expenditure to a future budget request. They are also to check into other uses for the POS money that was requested for the roll up doors.

Planning Commission – Randy Dick reported that the Planning Commission will be meeting on April 12, 2012. At the last meeting, tentative approval was given for the site plan for Hadley Farms. On the agenda for the April 12th meeting will be review of sketch plan for lot on Clopper Ave and Ordinance review.

Betsy Martin reported that as of the filing deadline, only one person, Donnie Souders, had filed to run for the position of Council. Mayor Myers stated that she will hold a Special Town Meeting on Monday, April 23rd at 7 PM for the purpose of allowing qualified residents of the town to nominate a candidate for the position of Councilmember. The nominee must agree to the nomination. A maximum of 5 persons can be nominated. Potential candidates for Council also have the option to conduct a write-in vote. Applications for write-ins are due in the Town Office by 4:30 PM on May 2nd.

On a motion by Councilmember Souders, Council unanimously voted to accept all reports.

COMMUNITY ORGANIZATION REPORTS

Assistant Chief Patrick Baker reported that the Fire Department handled 46 calls for service during March with an average of 7.5 volunteers per call. He reported that they are working on different fund raisers (Money Bonanza, chicken bar-be-ques). The Fire Department will be holding an Easter Breakfast followed by an egg hunt this Saturday. They will be assisting with the fireworks for Pride Days. The Annual Smithsburg Fireman's Carnival will be held from June 25th to June 30th.

Acting Chief Ulrich of SEMS reported that they had 77 calls for service with 230 calls so far this year. So far this year SEMS members have contributed 3,247 hours of volunteer service. They gave a tour of their facility to the Girl Scouts. He announced that May 20th to 26th will be the National Emergency Medical Services Week. The two new advanced life support vehicles are currently being outfitted and should be in service within the next few months.

CITIZENS COMMENTS ON AGENDA ITEMS OR MISCELLANEOUS REMARKS/CONCERNS

No Comments

OLD BUSINESS

Randy Dick reported that the next WIP meeting will be held on April 13th.

NEW BUSINESS

Betsy Martin read a letter from Robert Rollins, Director of Facilities and Planning Department for the Washington County Public Schools, requesting that the building permit fee for the door and window replacement at Smithsburg High School be waived. On a motion by Councilmember Souders, Council unanimously voted to approve the fee waiver.

Betsy Martin reported that the following bids were received for the 2012 Mowing Season for mowing of Lions Community Park, Veterans Park, RR Lane area and Bank and Perimeter of the Whispering Hills Storm Water Pond: (1) D & D Lawn Service - \$393.50 (2) J & M Lawn Service - \$420.00 (3) R & R Lawn Service and Odd Jobs - \$550.00 (4) Smithsburg Rental - \$680.00 and (5) Classic Landscaping - \$956.00. Bids for the mowing of the Whispering Hills Storm Water Pond bottom were: (1) D & D Lawn Service - \$27.50 per cut (2) J & M Lawn Service - \$60 per cut (3) R & R Lawn Service and Odd Jobs - \$50 per cut (4) Smithsburg Rental - \$40 per hour and (5) Classic Landscaping - \$95 per cut. On a motion by Councilmember Souders, Council unanimously approved the awarding of the 2012 Mowing Season contract to D & D Lawn Service.

Councilmember Souders made a motion to approve the Mayor's appointment of Cassandra Weaver to the Parks Commission. Motion passed by a majority vote. On a motion by Councilmember Souders, Council unanimously approved the appointment of Ken Duncan as alternate member of the Smithsburg Board of Election Supervisors.

Chief Knight spoke to Council about expanding the current school zone. The current area is from 55 N. Main Street to halfway between the school intersection and Geiser Way. He would like to expand the area to include N. Main Street from E. School Lane to Geiser Way. The speed limit for this area would be 20 mph during the hours of 7:30 AM to 4 PM. Councilmember Souders made a motion to introduce an Ordinance Establishing the School Zone. Motion passed by a unanimous vote of Council. A Public Hearing will be held on Tuesday, May 1st to hear public comments on the ordinance.

Councilmember Souders read into record a letter from Councilmember Martin. The letter stated that "Due to health issues, I will be unable to fulfill my responsibilities as a Town Council member. I enjoyed my time as a council member, and I hope that I made an impact on the Town of Smithsburg over my years as a council member."

On a motion by Councilmember Souders, Council unanimously approved awarding the Codification of the Town Ordinances to General Code as a cost of \$15,500.

Councilmember Lushbaugh made a motion to adopt the Washington County Multi-Hazard Mitigation Plan as the official plan for the Town. Motion passed by a unanimous vote of Council.

On the agenda for the April 17th work session will be: (1) Mayor's General Budget Presentation to Council. (2) Tax Rate. On the agenda for the April 24th work session will be: (1) Mayor's Water/Sewer Budget presentation to Council. (2) Water/Sewer Rates. (3) Tree Ordinance Update. (4) Charter Revisions.

COUNCILMEMBER REMARKS

Councilmember Lushbaugh reminded everyone about Clean up Day on May 5th starting at 7 AM. He encouraged everyone to visit the town web site and to sign up for alerts.

Councilmember Souders wished Jerome Martin a complete recovery. He stated his appreciation for all the time that Jerome and his family put into the town. Councilmember Souders noted that he was glad that the recycling program in the town was started while Councilmember Martin was on Council as this was one of the many things that he worked hard for. He reminded the residents about the Town meeting on April 23rd. Councilmember Souders stated that the Charter Ad Hoc Committee met and talked about changes/additions to the Charter concerning absenteeism by Council members and consistency between all department heads in regards to hiring/firing. He also encouraged everyone to participate in the town's recycling program. Councilmember Souders attended the meeting of the Greater Hagerstown Committee.

Councilmember Jernigan wished Jerome Martin good luck. He stated that he was sad to see him leave and thanked him for everything that he has done and how much this Council has accomplished in this last year especially recycling. Councilmember Jernigan stated that he wished more people would come to meetings and voice their opinions. He encouraged everyone to visit the website and sign up for alerts.

Betsy Martin thanked Jerome Martin for his time that he served on Council and stated that he was an asset to the town.

Mayor Myers wished Councilmember Aurand better health ahead. She wished Jerome Martin the best. Mayor Myers thanked him for his service to the town. She wished him the best in the future.

The meeting was adjourned at 8:43 PM.

Respectfully submitted,

Betsy Martin,
Clerk/Treasurer/Manager