

Tuesday, December 3, 2012

The regular meeting of the Smithsburg Mayor and Council was held on Tuesday, December 4, 2012, with Mayor Myers and Councilmembers Abbott, Fritsch and Souders present. Councilmembers Jernigan and Lushbaugh were absent due to work commitments.

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

On behalf of Major General Charles Lyon, Mayor Myers presented a United States Flag to the Town. This United States flag was flown over Afghanistan on January 8, 2008 in a B-1 bomber aircraft (tail #86-0090) by Brigadier General Charlie Lyon and his crewmembers from the 9th Expeditionary Bomb Squadron (9EBS) in support of ground forces in Operation Enduring Freedom. The flag was presented to the Town of Smithsburg on Veterans Day, November 11, 2012.

Mayor Myers made the following addition/deletion to the agenda for tonight's meeting: (1) Under Old Business – delete Annexation Resolution. (2) Under New Business – add Resolution SCAP Act of 2012. On a motion by Councilmember Souders, Council unanimously approved the agenda as amended.

Councilmember Souders made a motion to approve the minutes of the November 6, 2012 meeting of the Mayor and Council as presented. A motion was made by Councilmember Fritsch to approve the minutes of the November 27th Work Session. Councilmembers Abbott and Fritsch voted in favor of the motion. Councilmember Souders abstained from voting. Motion carried by a majority vote.

Councilmember Souders made a motion to accept the Treasurer's report as presented. Motion passed by a unanimous vote.

MAYOR'S REPORT

Mayor Myers reported on the following: (1) Made a presentation about Municipal Government to the third grade at Smithsburg Elementary School. (2) Attended the Library Advisory Board meeting. (3) Attended SCAC meetings to assist in final plans for the Town's Christmas activities. (4) Participated in the annual Veterans Day Ceremony. (5) Made a presentation to Lincolnshire Elementary School's third grade with information about Municipal Government. (6) Spoke to the State and Local Government class at HCC. Topic was "Making State and Local Policy." (7) Met with County Sheriff, County Administrator, County Attorney and Chief Knight to discuss the Town's Mutual Aid Agreement and the policy of police enforcement outside Town's corporate limits. She stated that this was a very productive meeting. (8) Conducted interviews for Public Works Maintenance Worker. She was very pleased to announce the addition of Norman Potter to our Public Works Department. (9) Attended Pride Days meeting where plans for our 200th anniversary is progressing. (10) Mayor Myers announced the completion of the Veterans Park Walkway Extension which completes this part of the original concept plan. (11) Attended Historical Society's Director's meeting. (12) Attended Washington County Chapter of Maryland Municipal League held at Clear Spring. This meeting was the legislative meeting. (13) Participated in the Annual Home Town Christmas activities. Thanks go out to all who helped and participated in making this year a success. (14) Mayor Myers wished everyone a safe and Merry Christmas.

REPORTS -- DEPARTMENT HEADS

Betsy Martin, Clerk/Treasurer/ Manager reported the following: (1) Completed and mailed in POS Request for the Concept Plan at Veterans Park. (2) Met with representatives from Susquehanna Bank, Pay Choice and Pay Check regarding Payroll Outsourcing. (3) Sent out 66 disconnect notices. Disconnected a total of 4 water meters. (4) Participated in the interviews for the Public Works Maintenance Worker. Welcomed Norman Potter to the Town Staff. (5) Worked on POS 2014 submittal. (6) Assisted Tunya Pack, SCAC Chairperson, with purchasing supplies for the Smithsburg Christmas Celebration. She extended a thank you to Tunya and all who helped make this year's Christmas activities a

huge success. (6) Worked on 2014 Program Open Space submittal. (7) Attended Pride Days meeting. The next meeting will be held on January 17, 2013. (8) Wished everyone a Merry Christmas and a Prosperous New Year.

Chief Knight presented the following report: (1) There were 154 calls for service during the month of November with one adult arrest. (2) The department patrolled a total of 2,302 miles this month and did 2 hours and 35 minutes of foot patrol. (3) A total of 3 premise checks were conducted during the month. (4) Chief Knight attended a meeting on Criminal Citations at Washington County Sheriff's Office. (5) Chief Knight attended a Chief's Challenge meeting at the State Highway Administration. (6) Chief Knight attended a meeting with representatives of the Sheriff's Department and County Officials to discuss mutual aid and jurisdictional boundaries.

Jeff Long, Public Works Director, presented the following report: (1) Conducted interviews for an open position within the Public Works Dept. along with Mayor Myers, Councilman Abbott and Betsy Martin. Upon completion of the interview process, Norman Potter was offered the position and began his first day of work on November 19th. Attended a MRWA class and received 7 hours of state training and credits. (3) Replaced a storm drain catch box at the intersection of Maple Ave. and Bishop Lane. (4) Took quarterly water samples for THMs and HAAs on the 27th. The samples were sent to Fairway Labs for analysis. (5) Ordered Christmas decorations for Veterans Park and installed Christmas decorations in the town square, Town Hall and Veterans Park. (6) Replaced the tires and installed the snow plow on the 2004 F-350. (7) Re-inspected repairs from smoke testing. There are roughly 10 repairs to be completed. A second and final letter has been sent. (8) Delivered several disconnect notices and disconnected a total of 4 water services. (9) Winterized the Veterans Park. (10) Cleaned out all planters in the Town Square. (11) Prepared the Veterans Park and Memorial Garden area for Veterans Day Ceremony. (12) Made repairs to the storm swale near 102 Emily Way. (13) Prepared for the Christmas parade. Set out barricades, cleaned up leaves and cleaned up the square. (14) Completed the walking trail extension in Veterans Park. (2) Upcoming events and projects are: 4th quarter meter readings. Average daily water consumption for the month was 239,143 gallons.

On a motion by Councilmember Souders, Council unanimously approved Jeff Long's request to allow Norman Potter the use of the town truck as a take home vehicle. On a motion by Councilmember Souders, Council unanimously approved having the issue of the implementation of town vehicles usage for all town employees placed on the January Work Session.

REPORTS -- COMMISSIONS, COMMITTEES

Appeals Board – No Hearings.

Smithsburg Community Activities Commission – The Commission met on December 3rd and reviewed the Christmas events. The Mayor again thanked them for the excellent job they did.

Parks and Improvement Commission – Councilmember Fritsch reported that the Commission met and discussed the Program Open Space and Community Parks and Playground Grants. He reported that he felt the new members will be an asset to the Commission. The Park Commission will meet on December 10th and on January 14th.

Planning Commission – The next meeting of the Planning Commission will be held on January 10th. They will be reviewing amendments, revisions and proposed changes to the Adequate Public Facilities Ordinance, Subdivision Ordinance and Zoning Ordinance. After some discussion, it was decided that the Mayor and Council should hold a joint meeting on January 29th at 6:30 PM to discuss the proposed Cloverly Farm annexation.

Councilmember Souders made a motion to amend his motion to have the implementation of usage of town vehicles placed on the February work session instead of the January work session. Motion passed by a majority vote.

Library Advisory Board – Councilmember Fritsch reported the following items were discussed at the last Library Advisory Board meeting: (1) Additional signage for the Library. (2) Placement of Library events on Town website. (3) Rachel Frick is a possible new member on the Board. (4) Jerome Martin has resigned from the Library Advisory Board. A new Vice-President will be elected in May 2013. (5) The next meeting of the Board will be held on February 21, 2013.

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

COMMUNITY ORGANIZATION REPORTS

Patrick Baker, Deputy Chief of the Smithsburg Fire Dept. reported the following: (1) They had 42 calls for service with an average of 7 people per call. (2) Dates for the carnival are August 5th through the 10th. (3) Assisted with bringing the Smithsburg High School Girl's State Champion Volleyball team into Town. (4) Extended a thanks to the Mayor and Council for waiving the building permit fee for the renovations to the restrooms at the Fire Hall. (5) He stated that the Christmas celebration was a great event. (6) Attended the Memorial Service for Past President and Life Member Fred Smith.

James Ulrich, Chief of Smithsburg Emergency Medical Services, reported the following: (1) Attended the Veterans Day Ceremony and the Tree Lighting Ceremony. (2) Assisted with escorting the Girl's Volleyball team into Town. (3) Attended Memorial Service for Life Member Fred Smith. (4) Received State EMS grant for \$3,700 to purchase Automatic External Defibrillators. (5) The two new Advanced Life Support vehicles are in service.

CITIZEN COMMENTS ON AGENDA ITEMS OR MISCELLANEOUS REMARKS/CONCERNS

Sari Kilheffer of 26 N. Main Street suggested that a Dog Park be placed in Veterans Park.

OLD BUSINESS

The next meeting for the WIP program will be held in January.

Discussion was again held on the Speed Camera agreement. Changes to the original agreement that were discussed at the last work session were: (1) Two year agreement with automatic one year renewal. (2) Two letters sent to violator prior to third letter with collection language. (3) 60% of proceeds to town 40% to company. (\$24.00 of every \$40 violation to town, \$16.00 to Company). Chief Knight also noted that the late charge fee was changed from \$45 to \$40. Councilmember Souders made a motion to approve the Service Agreement By and Between the Town of Smithsburg and Optotraffic LLC. Motion passed by a unanimous vote of Council.

Councilmember Fritsch made a motion to Introduce an Ordinance to amend the Code of the Town of Smithsburg to Revise the Fines for Certain Civil Infractions of said Code, Specifically Chapter 1, Section 208; Chapter 14, Section 6103; Chapter 11, Section 1104; Chapter 13, Section 2105; and Chapter 13, Section 4105. Motion passed by a unanimous vote of Council. A Public Hearing will be held on Tuesday, January 8th at 7 PM to hear public comments on this Ordinance.

NEW BUSINESS

Mayor Myers presented draft copies of letters to be sent to the State Highway Administration and the Washington County Administrator regarding obtaining signs to be placed at different locations identifying Lions Community Park. Several additions/corrections need to be made to these letters and a map needs to be drawn highlighting where the Park Commission is proposing the signs to be located. More discussion will be held on this topic at the February Work Session.

Councilmember Souders made a motion to introduce, adopt and become effective immediately Resolution 2012-03, The Sustainable Growth and Agricultural Preservation Act of 2012, SBG 236 effectively following our Town's Public Hearing on December 4th. Motion passed by a unanimous vote.

On a motion by Councilmember Souders, Council unanimously voted to authorize Mayor Myers to send letter to Stephen Goodrich, Director of Washington County Department of Planning and Zoning accepting his offer of assistance to map the tiers associated with the Sustainable Growth and Agricultural Preservations Act of 2012 (SGAPA).

The December work session has been cancelled.

COUNCILMEMBER REMARKS

Councilmember Abbott extended his thanks to the Fire Department for demonstrating the "Jaws of Life" to the Cub Scouts. He stated that the Veterans Day ceremony was nice and that the tree lighting ceremony was fantastic. He also extended his thanks to Jeff Long and Norman Potter for their work on the Christmas Lights. He welcomed Norman Potter to the Public Works Department. Councilmember Abbott wished everyone a Merry Christmas and a Happy New Year.

Councilmember Souders welcomed Norman Potter to the Public Works Department. He thanked everyone involved with the Christmas activities – SCAC, Tunya Pack and her family, Library, Fire Department, Lions Club and Pastor Virgil Cain. Councilmember Souders congratulated Melissa Williams on her election to the School Board. He also thanked Charles Lyon for the flag and his participation in the Veterans Day ceremony. Councilmember Souders wished everyone a safe and happy holiday.

Councilmember Fritsch also welcomed Norman Potter. He presented the wreath for the Mayor and Council at the Veterans Day ceremony which he said was well attended. He noted that the Christmas lights in the Park are excellent. Councilmember Fritsch wished everyone a Merry Christmas and a Happy New Year.

The meeting was adjourned at 8:45 PM.

Respectfully submitted,

Betsy Martin,
Clerk/Treasurer/Manager