

Tuesday, September 4, 2012

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

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

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

Councilmember Souders made a motion to approve the minutes of the August 14, 2012 meeting of the Mayor and Council as presented. Motion passed by a unanimous vote. Councilmember Souders asked for an amendment to the August 28th Work Session minutes to state that Councilmember Abbott will work with the Public Works Director to check the storm water swale from Byron Drive to Sara Circle. On a motion by Councilmember Souders, Council unanimously approved the August 28th work session with the above mentioned amendment.

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

MAYOR'S REPORT

Mayor Myers reported on the following: (1) Expressed her sympathy to the Lawyer family on the passing of Milt Lawyer. She noted that Milt Lawyer had served on the Town Council from 1974 to 1994 and that she had the privilege of serving with him on the Council. Mayor Myers said that Milt was a true servant to his constituents with his desire to make Smithsburg the great place it is. (2) Met with Town Engineers, Park Commission officials, Public Works Director and Town Manager to review the site at Veterans Park for the Walkway Extension. The Town has received the final approval from the State Board of Public Works for the grant request for this extension. The work on the extension can now proceed. (3) Attended Historical Society's Annual Ice Cream Social. (4) Attended the candlelight vigil for Alex Ulrich. Mayor Myers extended her sympathy to the entire Ulrich family. (5) Attended the Library Advisory Board meeting.

REPORTS -- DEPARTMENT HEADS

Betsy Martin, Clerk/Treasurer/ Manager reported the following: (1) Spent the week of August 13th working with the Town Auditors. Rodney Saunders will be at the September 11th Work Session to go over the financial report. (2) Submitted both the Hotel/Motel and Excise Tax yearly reports. (3) Mailed out 75 notices to delinquent water/sewer customers. 22 houses were posted. Only 1 residence had their water disconnected. (4) Worked on preparing Charter Amendments, Speed Camera Ordinance and Commission/Committee/Board Members Policy. (5) Met with Williamsport Town Manager, Donnie Stotemyer and Councilman Bill Green to find out what our town's part is in the "Rockin in the Park" Concert for the WIP Program. (6) Worked with the Mayor on the Code of Ordinance codification. (7) Expressed condolences to the Lawyer and Ulrich families.

Chief George Knight presented the following report: (1) There were 147 calls for service during the month of August with no arrests. (2) The department patrolled a total of 2,823 miles this month and did 30 hours and 25 minutes of foot patrol and 4 hours of bike patrol. (3) A total of 5 premise checks were conducted during the month. (4) Officer First Class Hudson attended school safety training in Greencastle, PA.

Jeff Long, Public Works Director, submitted the following report: (1) Trimmed all low hanging and dead branches along the entire walking trail. (2) Mulched all of the exercise areas along the walking trail. (3) Removed all trash and bottles in the pond at Lions Park. (4) Re-set two water meter crocks

damaged by vehicular traffic. (5) Distributed water/sewer disconnect notices. (6) Relocated the Yield and No Right Turn signs at Grove Lane and the Post Office. (7) Trimmed back all the trees along the road leading into the pumping station. (8) Filled in several large groundhog holes throughout the Whispering Hills Storm Water Pond. (9) Weeded around Town Hall. Upcoming events and projects are: (1) Third quarter water meter reading. (2) Distribute door hangers. (3) Smoke Testing. (4) Replace a manhole cover and frame on Schaller Lane. Average daily water consumption for the month was 237,005 gallons.

REPORTS -- COMMISSIONS, COMMITTEES

Appeals Board – No Hearings

Smithsburg Community Activities Commission – No report. Next meeting September 5th at which time plans for the Christmas Celebration will be discussed.

Parks and Improvement Commission – Kevin Jeter, Chairman of the Parks and Improvement Commission, reported the following: (1) Work is progressing on the installation of cameras at Lions Park. (2) Public Works has cleaned up brush and limbs along Veterans Park walking trail. The next meeting of the Parks and Improvement Commission will be held on September 10th at the Lions Community Park.

Planning Commission – Randy Dick reported that the Planning Commission will be meeting on September 13th. On the agenda will be review of the proposed map amendment to Washington County's Zoning Ordinance, Case Number RZ-12-003. They will also work on their review of the Town's existing Zoning and Land Subdivision Ordinances.

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

COMMUNITY ORGANIZATION REPORTS

Patrick Baker, Assistant Chief of the Smithsburg Fire Dept., reported that they had 33 calls for service during the month of August with an average of 7 volunteers per call. He reported that the Department will be conducting their "Hose Testing" this Saturday. Assistant Chief Baker thanked the Police Department for their work during the recent vandalism at the Fire Hall. He also expressed his condolences to the Milt Lawyer family. He noted that Milt Lawyer was a life member of the Fire Dept.

OLD BUSINESS

Betsy Martin reported that she and Randy Dick met with Donnie Stotelmyer, Williamsport Town Manger, and Williamsport Town Councilman Bill Green about the concert that they are holding on September 15th to raise funds to help with their WIP fees. They have asked for help from the towns with supplying various signs, traffic cones, fencing, man power, sale of tickets, etc. Mr. Stotelmyer stated that the Town would receive a portion of the proceeds.

On a motion by Councilmember Souders, Council unanimously approved the passage of Charter Amendment Resolution No. 2012-01 which adds to Section 31-8 language to provide that the Vice President of the Council shall act as Mayor during the absence or temporary incapacity of the Mayor.

Council unanimously approved the motion by Councilmember Souders to approve the passage of Charter Amendment Resolution No. 2012-02 which adds to Section 31-19 language pertaining to the appointment and removal of employees and heads of offices, departments and agencies.

On a motion by Councilmember Souders, Council unanimously approved the passage of Charter Amendment Resolution No. 2012-03 which adds to Section 31-41 language pertaining to the removal of the Clerk-Treasurer. All three Charter amendments were discussed at a Public Hearing held prior to tonight's Mayor and Council meeting.

NEW BUSINESS

Betsy Martin read a letter from Frank Schaller, President of the Smithsburg Lions Club, asking the Council to waive the building permit fee for the installation of a handicap ramp at property located at 5 E. Douglas Court. On a motion by Councilmember Souders, Council unanimously granted this fee waiver request. Councilmember Souders stated that all building permit fee waivers should be reviewed by Council.

Kevin Jeter, Park Commission Chairman, requested that Council approve their request to change the POS grant application for the roll up doors to Veterans Park Phase I and Phase III, Electrical Upgrades. On a motion by Councilmember Souders, Council unanimously agreed to approve this request. Mayor Myer will work with the Town Manager to prepare the necessary paper work to submit this change to the state for their approval.

Councilmember Fritsch made a motion to introduce the Ordinance Authorizing the Use of an Automated Speed Enforcement System in the Town. Motion approved by a unanimous vote of Council. A Public Hearing will be held prior to the Mayor and Council meeting on October 2nd to take public comments.

Councilmember Jernigan made a motion to approve the Mayor's appointment of Richard L. Hetherington to the Administrative Calls Appeals Board. Motion passed by a unanimous vote of Council.

Betsy Martin, Town Manager, informed Council that, after review of the financial information by the Town Auditors, it would be necessary to reallocate the following budget appropriations: From: Highway and Street – Snow and Ice Removal - \$3,000 to Miscellaneous – Insurance: Group Health - \$3,000. This reallocation of funds would keep the Town in compliance with the Town Charter. On a motion by Councilmember Fritsch, Council unanimously approved the transfers as recommended by the Town Auditors.

On a motion by Councilmember Jernigan, Council unanimously voted to set Wednesday, October 31st as Trick or Treat Night in the Town of Smithsburg.

On the agenda for the September 11th work session will be: (1) Veterans Walkway Extension – Bid package/Engineered Plans. (2) FY12 Audit Report – Rodney Saunders. (3) Ordinance Codification Review.

On the agenda for the September 25th work session will be: (1) Lions Community Park Road Signage – Park Commission. (2) Town Hall Tower Presentation – Billie Sue Boyer. (3) Whispering Hills Swale. (4) Municipal Infractions.

COUNCILMEMBER REMARKS

Councilmember Fritsch reported that he had attended the Library Advisory Board meeting. He also reported that he has been meeting with various Town Officials.

Councilmember Jernigan stated that all information pertaining to the Town is on the website and he encouraged anyone who has not signed up for the alerts to do so. He encouraged everyone to work together to get the I&I situation corrected.

Councilmember Souders expressed his condolences to the Lawyer and Ulrich families. He thanked Mr. Hetherington for volunteering to serve on the Administrative Calls Appeals Board. He noted that the figures are up on recycling. He encouraged all residents to use the recycling program.

Councilmember Abbott encouraged everyone to attend the event at Williamsport. He reminded everyone that the Cub Scouts would be starting their meetings next Monday. Anyone needing more information about the Cub Scouts should go to the Mason Dixon Council website. He thanked Jeff and his crew for keeping the parks in good shape. Councilmember Abbott reminded everyone that school is back in session and to support the athletics.

The meeting was adjourned at 8:18 PM.

Respectfully submitted,

Betsy Martin,
Clerk/Treasurer/Manager