

Mayor and Council of Smithsburg, MD
Work Session Minutes
Tuesday, November 26, 2019

The Mayor and Council of Smithsburg, MD held a Work Session meeting at 7:00 PM on Tuesday, November 26, 2019 in the Town Hall Council Chambers. In attendance were Mayor Jack Kesselring, Council Members Dennis Wenthe, Donald Souders, Cassandra Weaver, Richard Hetherington and Niel Smith. Also in attendance was Town Manager Debra Smith, Clerk/Treasurer Justine Keadle and Chief Bruce DeGrange.

Eagle Scout Project Request –Darius King from Troop 14 presented information in regards to his Eagle Scout Project in the nature area across from the library. This would include birdhouses, signs providing information on local birds and plants and a possible border along the existing trail. Mayor Kesselring inquired about where the funds would come from. Mr. King stated he could obtain donations or provide the funds himself. He would need to have the project completed by the end of April. Mr. King was instructed by Council to attend the next Parks Commission meeting and work with their group to decide on the final project to be presented to Council.

Smithsburg Fire Department Financial Request –Chief Gibson presented for requests for funds to provide for his department needs for a total of \$3,372 as follows:

1. Radio batteries-\$544
2. Heavy duty hand lights-\$1,398
3. SCBA Block-\$650
4. Steel hooks-\$780

Council Member Souders stated that the money was allocated in the FY20 budget for their use and any funds unused will carry over. Council Member Weaver thanked Chief Gibson for his presentation and stated it was nice for the citizens to see where the funds were going. Consensus of Council to place on the December Mayor and Council agenda.

FY2021 Annual Program Open Space Grant-Town Manager Debra Smith stated the POS FY21 grant is due the beginning of January. The proposed grant would include the ADA parking access near the gazebo and would like to add the permeable paving of the roadway up to the gazebo as well. Consensus of Council to approve the recommendation of the proposed POS grant.

Review of Bids for Sale of 2011 Police Cruiser-Bids were due on November 15th. The town received four bids in the amount of \$1,268, \$1,351, \$1,550 and \$3,507. Recommendation to accept the bid from Harrif Gharriwala in IL in the amount of \$3,507. Consensus of Council to accept the high bid and move item to the December Mayor and Council agenda.

Review of Emily Way Swale Repair Bids-Bids were due on November 21st. The town received three bids in the amount of \$41,450-JR Services, \$46,995-Huntzberry and \$97,587-Congressional Constructional. Recommendation to reject all bids and wait for a recommendation from Engineer Mike Hicks per his consult with an Erosion Control Specialist. Consensus of Council to reject bids and wait on Specialist.

Veterans Park Multi-Purpose Field Grading Bids-Bids were due on November 21st. The town received two bids in the amount of \$10,000-Jernigan Environmental and \$9,200-Brian Semler. Council Member Weaver inquired if the Planning Commission reviewed the plans and that this was strictly for the 2.5 acres. Mayor Kesselring stated yes and all the funds are provided by the grant. Consensus of Council to accept the lower bid and place on the December Mayor and Council agenda.

Terri Callamari, 25 W. Water Street- Stated we need to look at apples to apples and cheaper isn't always better.

Town Hall 2nd Floor Upgrade for Community Use Update-Town Manager Debra Smith stated we are moving forward with the use of the 2nd floor. Rental Agreement has been drafted with a no harmless clause and provided to Council. The fee would be \$75 for in town residents and \$100 for out of town residents with a \$50 deposit. A reduced rate for non-profits may be provided. There will be a refrigerator, microwave and coffee maker available for use and no alcohol will be permitted. Council Member Weaver recommended that all organizations provide a certificate of insurance and the town should provide a contact for emergencies. Consensus of Council to add item to January Mayor and Council agenda.

David Dan, 23 W. Water Street-Inquired about use during scout nights and if rental can be reserved same day. Mayor Kesselring stated the scouts have their own room and as long as the room is available and the office is open a last minute reservation can be made.

Discussion on Citizen Proposed Crosswalk Upgrades-Chris Leight from Montgomery County provided his input on the installation of crosswalk upgrades. His recommendation was not to install the type that are in the road due to snow plowing and general traffic damage. His recommendation is to educate, enforce and make sure the crosswalks are engineered properly.

David Dan, 23 W. Water Street-expressed his concerns over the cross walk at Maple Ave and W. Water Street. Suggested a cross walk be installed near the Veterans Park entrance.

Council Member Souders stated that the Mayor and Debra Smith were working with state roads and hoping this will also include improvements. Debra Smith suggested permanent signs with flags. Council Member Hetherington stated it was unusual to have a cross walk on a major thoroughfare and possibly move it to the park entrance. Consensus to add item to the January Mayor and Council meeting agenda.

Council Member Hetherington made a recommendation for a formal recognition or proclamation for Rachel Brashears. She is a High School volleyball coach and mentor. Consensus of Council to move to December agenda.

Meeting was adjourned at 7:51 PM.

Respectfully submitted,

Justine Keadle, Clerk/Treasurer