

TOWN OF SMITHSBURG, MD
MAYOR AND COUNCIL
WORK SESSION MINUTES
July 26, 2022

The Mayor and Council of Smithsburg, MD held a Work Session beginning at 7:36 PM on Tuesday, July 26, 2022. In attendance were Mayor Donald Souders, Councilmembers Tracey Knight-Simane, James Fritsch, Roberto Gonzalez and Jon Snyder. Councilmember Dan participated via ZOOM. Also in attendance was Town Manager Chad Rooney, Clerk/Treasurer Jenni House, Police Chief Robert Marker and Town Attorney Edward Kuczynski.

Presentation – Mayor Souders presented “Retired” Public Works Supervisor John Renard with a card and a Certificate of Recognition.

Greenwill Consulting Group – Ivan Lanier: Mr. Lanier, President of Greenwill Consulting Group stated they work with different Municipalities, they recently worked with the Town of Hancock, providing a Town Advisor. Bill Valentine would be the person assigned to the Town of Smithsburg, for 3 or 4 days a week. Mr. Valentine would be with the town while they do their search for a new Town Manager. Mr. Valentine will be giving reports to the Mayor and Council on a daily bases. Mr. Lanier is to provide a contract to the Town for review. A Special Meeting will be held to review and discuss the contract provided.

Smithsburg Emergency Medical Services – ARPA Funding Request: Dale Fishack presented documentation to show how SEMS suffered a loss of revenue during COVID-19 Pandemic. Mr. Fishack stated the billable for service calls were down in 2020 due to the fact people were afraid to use the service, fund raising was also down in 2020. Councilmember Dan stated that SEMS would need to show a loss on the revenue side, expenses didn’t matter.

Steam & Craft Show – Hotel Revenue Funding Request: Mark Barnhart – 103 Grand View Ct, and Valen Meadows – 12827 Hamaker Lane Smithsburg, MD requested Hotel Revenue Funds for the Steam & Craft Show. The Steam & Craft Show will be returning to Smithsburg this year after being at the Washington County Ag Center for 2 years. Consensus of Council to move this item to the August 9, 2022 Mayor and Council Meeting.

Camera System Upgrades: Matthew Bryant and Mark Solomon from Trinity Security Integrators came to answer any questions Council may have. Mr. Bryant stated that Veterans Park will be done at no cost to the town. Councilmember Snyder ask Chief Marker how he felt about the camera system. The Chief responded that the camera system is definitely needed. This item will be added to the August 9, 2022 Mayor and Council Meeting.

Utility Billing Policy: Town residents Dan and Sharon Roberson wanted to discuss a high water bill for 10 E. Water St. Mr. Roberson stated that John Renard was out to check the meter and suggested Mr. Roberson do the test for toilets leaks. Mr. Roberson stated that the toilets were off for several hours and were not leaking. The meter was removed and sent to Washington County for bench testing. Mr. Roberson requested no late fee be assessed to the account while waiting on the results of the bench test. Councilmember Snyder ask what action can be taken for those going through the process to validate the meter; a 30 day extension. Councilmember Dan agreed with Councilmember Snyder to waive the late fee and provide a 30 day extension while waiting on the results of the bench test. Mayor Souders stated that he will send an email to Mr. Clark, another resident with the same issues, letting him know of the 30 day extension and the waiver of the late fee.

Modification of Subdivision Land Ordinance: Planning Commission, Chairperson, Greg White – 11 Grove Creek Circle, requested the Mayor and Council grant the request by Mr. Dan Cross to modify the Subdivision Land Ordinance. The request is to have mulched trails, instead of paved trails. The mulched trails will be taken care of by the Home Owners Association. Councilmember Dan stated that part of the community will be for 55

years or older and stated paved trails would be better. Consensus to move this item to the August 9, 2022 Mayor and Council Meeting.

Cinnamon Bun Fun Run – Chief Marker: Chief Robert Marker stated the run will be 1 mile, starting at the Middle School and going to Hadley Farms. The run will be on August 15, 2022 at 11 AM. Chief Marker stated that he will be requesting Main Street be shut down during the time of the run. Food Trucks will be at Hadley Farms after the event. Chief Marker will be having fliers made for the event.

Chief Robert Marker stated only one applicant, Michelle Dove, applied for the Code Enforcement Position. Chief Marker recommended hiring Michelle Dove for the position.

Chief Robert Marker stated Officer Jerry Morales spoke to Councilmember Dan about offering an award for information on the dirt bikes that run through town. Chief Marker stated the reward money could come from the miscellaneous line item in the Police budget and would be done on a case by case bases. Chief Marker stated the dirt bike issue is a bad example for providing a reward, however there is a QR Code on the body cameras that will let them know when someone reports the dirt bikes in town. Chief Marker stated people are calling the administrative line for service and should be calling the non-emergency number or 911. Councilmember Knight-Simane suggested having magnets made with all of the important phone numbers.

Circuit Writer Katheryn Gratton provided an update on Grants for the Town of Smithsburg.

Carlo Belella Memorial Tree Approval: Town Manager, Chad Rooney stated the Parks Commission recommended a specific area in Veterans Park to plant a Memorial Tree for Carlo Belella. Town Manager, Chad Rooney ask Council to request the Parks Commission come up with a long term goal for placement of Memorial Trees. Councilmember Gonzalez requested the Parks Commission become a member of the MML. This item will be moved to the August 9, 2022 Mayor and Council Meeting.

Responsibility for Cost – Meetings, Dues, etc. for Mayor, Town Council and Selected Employees: Councilmember Dan stated there are groups for the Town Manager and the Clerk, staff should be in these groups. This item was moved to the August 9, 2022 Mayor and Council Meeting.

Veterans Park Alternative Exit: Town Manager, Chad Rooney stated there have been emails going back and forth and various options have been discussed. The Town Manager stated he spoke to Andrew Eshelman and he didn't see a problem with using the money for different things in the park. This item will be sent back to the Parks Commission for discussion.

Discussion of Utility Billing Policy: Councilmember Dan suggested this item be tabled until next week, Mayor Souders stated this should be tabled until the next Work Session. Councilmember Dan stated they want to get this right and need to have an ordinance, before having a police. This item was tabled until the August 23, 2022 Work Session

Councilmember Knight-Simane stated the EDC received the first image for the Town sign and feel the burgundy clashes with the Town Seal and EDC logo, would like to see if the Town would be okay with changing the color to Navy Blue. Town Manager, Chad Rooney, stated if given that direction he can notify the contractor and get that change done.

Mayor Souders and Council discussed the request of a late charge refund from Siamack Moaveni, a resident of the town. It was decided the late charge would be paid to the account to provide a credit of \$19.48.

MOTION TO ADJOURN

On a motion by Councilmember Fritsch, second by Councilmember Knight-Simane to adjourn the meeting at 10:20 PM, **motion carried.**

Respectfully submitted,

Jenni House
Clerk/Treasurer