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Minutes – Town Council Meeting & Public Hearing FY17 Budget June 1, 2016

Mayor Roop called the FY17 Budget Public Hearing to order at 7:00 p.m.

Present: Mayor Roop, Council Members, David Hoffman, Ed Palsgrove, Kimberlee Schultz and Ed Smith. (Councilmember Custen absent) Also present was Town Clerk, Donna Alban, Town Attorney Ostrander and Town Manager, Frank Schaeffer. There were 5 others in attendance.

FY17 Budget Hearing – Mayor asked for questions or comments from the Council and those in attendance, hearing none, A Motion by Councilmember Smith to close the hearing, 2nd by Councilmember Palsgrove and approved 4-0.

Call to Order: Mayor Roop called the Town Council meeting to Order at 7:02 p.m.

Pledge of Allegiance: Mayor Roop led the Pledge.

Recording and Agenda Policies: Mayor Roop stated that the Town Meeting is recorded by electronic means and that the meeting will follow an Agenda. Anyone who wished to have a matter placed on the Agenda needed to submit the topic to the Mayor in writing by the last Wednesday of the month, by the close of the business day; which is 3:00 p.m. These items will be reviewed for approval.

Previous Meeting Minutes: A Motion by Councilmember Hoffman to approve the May 4, 2016 minutes. It was 2nd and approved 4-0.

Council Reports –

Public Works – Councilmember Hoffman –

- Yard waste continuing on the 1st and 3rd Wednesdays
- PW employees have been busy preparing for the carnival, cleaning up the shop, weed spraying, installing sign, filling a pot hole. One of the grasshopper mowers needs repair.
- Planning Commission did meet – approved the Carroll County 2015 Annual Report
- Mayor added that Chief Coe ask for assistance from the PW department the night of the parade

Water & Sewer – Councilmember Palsgrove –

- Town Manager will report a couple of things under his report
- The minor leaks in the SBR tanks have not been addressed yet.

Public Safety – Councilmember Smith

- Defer to Cpl. Tausen for his report

Economic Development – Councilmember Schultz

- Bbusiness breakfast was held at Uncle Matty's on 5/19. There were 9 business representatives in attendance. Nancy McCormick – Taneytown Economic development was the speaker.

Community Enhancement – Councilmember Custen – not in attendance

- Mayor stated that she has some ideas for events in Town

Mayor's Report –

May 3 Walk with the Mayor

May 4 Meeting with Sara Hayden, Historic Real Estate about Dielman Inn
Town Council Meeting

May 5 National Day of Prayer Breakfast at the Westminster Riding Club
Chesapeake Employer's Insurance Strategic Business Unit Meeting

May 6 Family Fun Fest

May 11 Partnership for a Healthier Carroll County "We are on our way" Breakfast

May 12 Meeting with Robert Hamilton, Restoration of Mahogany Wood Boats

May 13 Pre-Proposal Meeting for Lead Paint Abatement at Dielman Inn

May 16 Town Work Session

May 17 Meeting with Lehigh Representatives for Sewer Connection
Walk with the Mayor

May 19 New Windsor Business Breakfast

May 20 Conference Call with James Castle & Cindy Stone from MDHCD

May 23 Photo Shoot at the War Memorial for the Carroll County Times
Meeting with Praise Buildings Representatives for the Brethren Service Center

May 26 Work Session for Maryland Department of General Services Surplus Property

May 29 New Windsor Memorial Day Service

May 30 Union Bridge VFW Post 8806 Memorial Day Service

Community Deputy: - Cpl. Tausen –

- 131 incidents in May
- The curfew will be reinforced now that warmer weather is here
- Co-ordinating with Councilmember Smith on the National Night Out event to be held August 2nd from 6:30 p.m. – 8:30 p.m. at the carnival grounds
- 62 citations and/or warnings

West Carroll Recreation: Nothing new to report

Fire Chief Report: Chief Tom Coe – not in attendance

- Mayor announced Carnival week is June 6 – 11th. Parade on Wednesday, the 8th.

Town Manager report:

Lagoon Decommissioning

Service agreement has been signed. EOT was on site in May doing pilot testing on their equipment and flow meter. Town staff will be removing aerators and the curtains from small lagoon in June. Pumping down of clear water in the lagoons will begin the first of August.

Streetscape Planning Assistance

A letter was received from Maryland Department of Transportation Secretary Pete Rahn in follow-up to the April 8th meeting with the top State Highway Administration officials. It was suggested to decrease the size of the water line as means to reduce cost. There has not been an opportunity to evaluate if that is something the Town wants to do.

Spoerlien and Roop Drives Paving.

Service agreement has been signed. Stambaugh's has ordered structures and materials. Town staff is developing a notification to be sent to the affected adjoining property owners to make them aware of the project and the schedule.

Blue Ridge and College Avenues Engineering Study

The report was presented to the Town Council at the May 16th Work Session. There were several areas of concern. The engineer has not been directed to revise the report. The SHA did submit comments on the study. Their comments related to how the drainage would be handled.

Snow Storm Jonas

FEMA has submitted the reimbursement request for approval. The final amount eligible is \$12,861.70. of which 75% would be reimbursed.

Lions Ballfield Project.

The project is out for bid. The pre-bid meeting is June 6th, bids are due June 20th. The project includes repair of the outfield fence and backstop. Replacement of the wall behind the backstop and repair and resetting of the bleachers.

Clerk/Treasurer –

General Fund -Balance of - \$138,801.04

General Fund – Capital Budget Account - \$86,779.22

Enterprise Fund - Balance of - \$171,536.73

Enterprise Capital Reserve and 3 R's fund the balance is– \$461,556.86

Loan repayment fund the balance is -\$62,234.95

Money Market fund the balance is \$50,956.81

Lagoon Remediation fund the balance is \$699,460.94

Real Property –

17 - For Sale

4– Foreclosure

3 commercial available

W/S bill -late notices/reminders were mailed on 5/31/16 – 17 monthly reminders

45 quarterly late notices

Lehigh Update –

- After school closes the detours will be changed
- Kent Martin from Lehigh was contacted about the disc golf project, Lehigh is interested, Roy Libdan stated Partnership for a Healthier Carroll will donate 2 holes

Residents Concern: None

Old Business: None

New Business:

- **Adoption of FY17 Budget Ordinance** :A Motion by Councilmember Palsgrove to adopt Ordinance 05-04-16 on the FY17 budget, 2nd by Councilmember Schultz and approved 4-0.
- **Approval of new Planning Commission member:** Mayor Roop recommended to appoint Dwight Ricker to fill the vacancy on the Planning Commission. A Motion to approve by Councilmember Smith, 2nd by Councilmember Hoffman and approved 4-0.
- **Board of Zoning Appeals:** Mayor Roop stated Charlotte Hollenbeck, Marcell Munshaur and Dale Lowman have all agreed to renew their 3 year terms on the Board of Zoning.

Announcements - Support the Firemen's carnival

A Motion was made by Councilmember Palsgrove at 8:07 p.m. to adjourn; it was 2nd and approved 4-0.

Respectfully submitted,

Donna Alban, Clerk/Treasurer