

Mayor & Council of Sharpsburg
Meeting Minutes-Approved 10/04/2021

September 13, 2021, 6 pm

- I. Call meeting to order at 6:04 pm and pledge was headed by Joe Kudla
- II. Meeting minutes from August 2021 to approve, this was postponed due to some difficulties with Tim and Carrie trying to make corrections. Will approve at next meeting once corrections can be completed.

In attendance: Russ Weaver, Jake Martz, Ed Beeler, Joe Kudla, Robbie Waters, John Hammond, Mia Parson (via Zoom), Tim Lung (via Zoom), Steve Quantock (via Zoom), Carrie Estell, Kathryn Gratton, Jen Bruni, and Perry Jamison.

*Zoom connection was very spotty and distorted.

Steve Quantock from Somerset Security to present (via ZOOM)-Steve presented his proposal to mayor and council, this proposal is attached.

Kathryn Gratton, Washington County's Circuit Rider-Kathryn told the council and mayor that her skill includes, but not limited to: Human Resource, grant writing, communications, strategic planning, sustainable communities, has assisted with Department of Housing and Community Development, planning capital projects. She stated that the MOU is a draft in progress and was not able to say if an office space is a deal breaker, she did say when questioned that her company provided a lap top and since she is compromised will be working remotely. Mayor and council said they could provide a work space if and when she came in and was not able to approve a 30 day exit clause but she would contact Dawn Beitzel, her supervisor, if this was a possibility. She also said she would send her resume with a list of skills that would benefit her tasks with the town.

Mayor's Report

- Audit/Budget + August Actuals-July and August budget was shown and explained along with the summary from August, expenses vs. income.
- Little League-all bills from Potomac Edison and water and sewer have been successfully transferred. The Little League will host alongside the library and town a movie night for Friday, September 24th at 7:45. Someone from town will be present to say a few words.
- Seward Property-bought and the building will be ready for town use in the next couple weeks.
- Main Street Walls, Corderman meeting & Fred Frederickson survey-Corderman meeting didn't go as well as anticipated, the walls were described as not historic by a person on their team. The debate of the walls is ongoing, with requests for a recorded version of the ZOOM meeting. Fred Fredericks will be surveying the walls along with the Big Spring property to assist with responsibility.
- Big Spring Repair and layout schedule-John, Joe and Jake will meet Russ one night this week to meet with the owner, Mr. Hall to place flags and discuss the repair schedule.
- Atlantic Security paid for the Easter Elevator repair bill, they will also be providing a proposal on our update to security and cameras in the park.

Zoning with Tim (via ZOOM)

- No official report, still working on the chicken/poultry ordinance. The resolution of adoption will be finalized soon.
- Two formal weed/grass violation letters that went out to residents were taken care of by the owners within the compliance period. No further action was necessary.

- BZA case for the short-term rental was postponed due to not having a voting quorum. There is a continuance scheduled for September 30th. New notices will be posted this week.
- Tim was tasked to generate rules and procedures for the BZA. Full board, voting and procedural guidelines will be addressed.
- A POD is to be used for a storage container and blocking a town alley. As this is not a zoning issue, Russ and Carrie will write a letter to the resident.

Council comments

- Ed Beeler-Historical Planning, town archives, communications, grants
 - Attendance: 175
 - Artifact Loans: 4, Three are long term loans, with one to be renewed 1/2022, one on loan until 2/2022, and then a new artifact will be switched for another. Possible donations and other loans are in the works.
 - Summer Intern has helped with special events and new exhibits.
 - This week and weekend, a couple exhibits will be moved to make room for other artifacts. The Battlefield Anniversary Weekend, Adam will serve as a Docent.
 - Goal for 2022 the Museum will become a nonprofit.
 - YouTube Video has increased attendance, currently we are on four websites that advertise the museum.
 - Battlefield Guides suggest coming to the museum when they're done with their tours, this has increased visitors.
 - Shepherd University is advertising the Reopening on the History site that advertises area events in WV, VA, MD & PA.
 - October 9th from 9-4 will be the Museum's Reopening.
- Jacob Martz-Vice Mayor, communications, Memorial Day Parade, grants
 - Emails for council members to reflect a Sharpsburg.com field, this will segregate from personal emails as it is required to keep official town emails for three years. This is a precaution if there is a request for any paperwork, (Freedom of Information), as a separate email for town business as to not require you to turn over personal emails.
 - Facebook is promoting the town's museum reopening
 - Friday, September 17th at 8 pm Marc Smith Park will have a Luminary Event honoring Veterans.
 - CAWAT's Dwayne Harris has offered to demolish and take care of the adjacent property if the town purchases the lots.
 - Memorial Day Parade committee will be meeting in October.
 - Veterans' Day, the use of the town's square will be the area to honor our veterans.
 - Saturday, November 6th is the tentative date for Project Open Space's User Experience interpretive planning. This will be an all-day event to allow council, citizens and any interested individuals to help with how the new park will be utilized.
 - Sidewalks and curbs are in need of repair; the upkeep has not been done and owners who are against the sidewalk area are responsible for the repair. Hoping money from grants or government Affordable Care will assist with this.
- Robbie Waters-parks, railroad station, town operations
 - Curb painting to continue
 - Robbie met with the Girl Scouts to determine the area for their planting butterfly bushes in the park. The bushes will take about 700 sq. feet and the benches will be proposed in the future.
 - Questions about the weeds in the mulch area of the playground. Russ suggested that John, Joe, and Jake take a look at Shepherdstown Lawn's contract to see which party is responsible for this task. Carrie will provide the contracts for review.

- John Hammond-Building and Infrastructure
 - Asked about cars that could possibly be parked overnight in town's parking lot. Discussion resulted in most cars were probably Bender's Taverns' customers, as no one has seen any cars early morning.
 - Two lights for the parking lot, could use another, we will wait for a month or two to see how the solar lights perform.
 - Alley trees, specifically some dead dogwoods, need to be removed and that alley need to be pruned.
- Mia Parsons-Planning-(Streetscape), grants-no report
 - Russ suggested Gary Hall as a member of the planning commission, this appointment will replace Chris Vincent as he resigned. John accepted and Robbie seconded the motion, Gary Hall is now a member of the planning commission. Russ also suggested an adjunct planner member as this would assist with what a resident is knowledgeable and willing to help with certain issues.
- Joe Kudla-streets, roads & culverts
 - Joe and Mick will ride around to reevaluate signage in town
 - When there was a rain storm, Joe went to two areas that were concerns for residents and found no issues related to excess water.
 - Bridge off Chapline, the guardrails are detached. It would be in the best interest to make a set standard of what the town and what the state is responsible for. Carrie will share contact Tony Crawford's email with Joe to foster a partnership, Mr. Crawford was in the meeting with Congressman Corderman's group.
 - Caps on wall workmanship looks very good

Old Business/ACTIONS

Light in the municipal parking lot-need to add two more lights-to wait a few months to assess the lights' performance.

High Street signs-Joe will ride with Mick to assess

New Business

Sanctuary town for the National Anthem? Russ suggested that the town serve as a sanctuary town for the National Anthem. Jake accepted the motion, Joe seconded and all were in favor. Winston Estell will come to the next meeting and share a recording of the National Anthem. Town will have the National Anthem played at various events.