Mayor & Council of Sharpsburg

Meeting Minutes Approved

Monday, November 7, 2022

6 PM

In attendance: Russ Weaver, Robbie Waters, Jacob Martz, Ed Beeler, John Hammond, Joe Kudla (via speaker phone), Perry Jamieson, Chris Vincent, Erin Clark, Ron Twentey, Trish Twentey, Bryan Gabriel, William Turner, Carrie Estell and Beatrix Gregg

Call meeting to order and pledge-Robbie led the pledge and meeting was called to order.

**Public Comments**

* **Erin Clark-FY 2022 Audit** Ms. Clark summarized the findings of the annual audit, she provided electronic copies that were emailed to all councilmembers and discussed major outcomes of audit. Russ reiterated of the checks and balances he has in place for spending.
* **Ron Twentey-Commander, Korean War Veterans Association Antietam Chapter 312-** Mr. Twentey thanked the mayor and council for the donation that went to the Korean War exhibit at Ft. Ritchie. He provided the residents and council with background on the Korean War Exhibit that will be housed at Ft. Richie. He shared photos along with descriptions of the projects that will encompass the exhibit. Some of the exhibit will include: A timeline of battles, an area or areas for book signing and lectures, model airplanes specific to the Korean War, a jeep for the campus that will be utilized in parades and he encouraged all to research the Ritchie Boys and distributed a fact sheet on the Korean War.
* **SNOW Removal Bids-**Were opened, copied and distributed to the council members and mayor. Council members read through the bids, there was some discussion of price of salt and purchasing salt through the county and storage of salt. Russ noted that the prices were very similar however, the price of salt was much higher in one bid. Robbie motioned to have B&B continue as they have the experience and their price of salt, Ed seconded the motion, John was in favor and B&B was awarded the snow removal contract.

Minutes and October expenses approval-Russ discussed the budget and the monthly expense/income report; Ed motioned and Robbie seconded for approval of October meeting minutes along with financials, all were in favor.

**Zoning-Tim Lung (only critical items)**

* Board of Zoning Appeals on Oct 17, heard the zoning variance application from Jenna Smith who is interested in purchasing the vacant lot along South Hall Street behind 120 W. Antietam Street, for the purpose of locating a single-family dwelling. The variance request was for a reduction of the minimum 8’ side yard setback along the alley to 6’- 8”. Thanks to Randy, Lauren, and Matt for stepping up to hear this case. The Planning Commission held a meeting and forwarded its recommendation to the BZA. The BZA approved the variance without any conditions. The written Opinion of the BZA has been written and will be sent to the applicant. A building permit will be required and must be reviewed by the Planning Commission.
* Have not heard back from Antietam broad band regarding my request for more information concerning their plans for fiber cable infrastructure upgrades in the Town and the requirements for a Utility Permit to be issued by the Town. The Town does not have a Utility Permit application form or permit. I will create them.
* Received a request for information from another individual interested in occupying the vacant commercial space at the corner of E. Main and S. Mechanic Street in front of Nutters.
* All outstanding tall grass/weed violation notices have been corrected without the need for further action.
* Finalizing the minutes of the last Planning Commission meeting for the Chairpersons signature. Continue to research several items of concern requested by the Planning Commission for follow up and discussion at a future meeting.
* Received a request for information regarding a Special Exception granted by the BZA for commercial use on a property located at 311 W.Chaplin St. Have located and reviewed the file but may need to obtain guidance from the Town Attorney regarding the BZA’s action since this occurred prior to my employment as the Zoning Administrator.
* Looking into what appears to be commercial activity (I.E. commercial sales) occurring at property located along E.High Street near the Town pond parking lot, Zoned TR. Will need a written complaint before I can take any formal action.
* Received a phone call from Verizon Wireless regarding the placement of a cell antenna on the County Water Tank. A permit will be required. Since this is co-location on an existing support structure no BZA action warranted, however a building permit will be required. Verizon is not currently located on the tower.
* Working with the Board of Education, the County and the complainant regarding a drainage issue from the Sharpsburg Elementary school property. Trying to set up a field meeting

**Council reports (written reports only)**

**Robbie Waters**

Fishing Rodeo is scheduled for April 29, 2023, 7:00 a.m.-11:00 a.m., prizes and food will be similar to last year’s event, DNR application was filled out

There was some discussion on the roads (Antietam and Church), Joe and Russ met with Keith Moore from FSA and they’ll be issuing a drawing with potential fixes to the water problem of that area. Carrie called FSA a week ago and Keith admitted that he forgot about the drawing. Russ shared with the council that one suggestion would be for a special type of milling, areas of the roads in question would be milled at different depths. This is a very expensive process. Milling and paving the roads were also brought up by John. Alley use is only for residents to access the back of their homes. Chris Vincent mentioned that some alleys are not used much. Other alleys are used as a street with many cars driving in the alleys to avoid traffic and make short cuts, parking in the cemetery during a church service was reported and Russ will reach out to the church to mentioned that some parishioners are using the cemetery for a parking lot.

Beatrix Gregg asked who was responsible for cleaning out storm drains and culverts. Any culvert or storm drain on Main Street is the responsibility of the state. There have been occasions that the town clean out culverts and storm drains.

**Jacob Martz**

Security at Shed & Playground Port a Pot-discussion was focused on the camera location; Carrie will call to see the price of an additional camera that would provide a better view of the port of pot. Discussion on having the teen who did damage to have his parents pay for the damage and for him to serve some type of community service.

 Memorial Day Parade Committee-theme is The Korean War, taking a look at more bands, next meeting is scheduled for December 6th

**Ed Beeler**

* Museum Attendance: 180, Sharpsburg Days weekend: 319
* Sharpsburg Days were enjoyed by all who attended, but due to the demands of the museum, the board decided to give the activities over to a newly reformed Community Events Committee – Chaired by Beatrix Greg
* No donations this month
* Received four new stand-up display cases to improved our museum’s visitors experience.

**Community Partners**

**Officer Tracey Peyton- (submitted electronically)** Short month with my scheduled vacation & day of instruction at the academy.

* 2 hours foot patrol, 3 hours traffic, 2 checks Antietam Station, 3 checks at school
* Assisted county with crash investigation that became a DUI arrest with multiple victims of property damage and struck vehicle.
* Came into town two days outside of my scheduled days to view video with Vice Mayor Martz of the damage to the shed at the park.

He can brief on the results further, but the 2 male juveniles are 10 years old and cannot be charged because of the juvenile justice reform passed in Annapolis

**Chris Vincent-Battlefield Advisory Committee**

* The committee met on Wednesday, September 14, 2022. The following members were in attendance: Supt. Susan Trail, Chris Vincent, Justin Mayhue, Mike Barnhart, John Schildt and Vernell Doyle. We introduced and welcomed our three new members: George Franks, Miriam Cunningham, and Gerard Kendle.
* Superintendent Trail discussed the upcoming160th Battle Anniversary schedule. There will be real-time hikes and living history programs. The following weekend will focus on the aftermath of the battle, focusing on the civilian experience, photography and medical care/hospitals. Also, during the anniversary weekend, the American Battlefield Trust will be hosting the Liberty Rifles at the Reel Farm and conducting living history program.
* The ANBP in partnership with the George Tyler Moore Center for the Study of the Civil War at Shepherd University had a symposium at Hood College on Sept.10. Five speakers spoke on each of the five themes of the new Visitor Center.
* The rehabilitation project of the Visitor’s Center continues moving forward. The completion date has shifted to mid-November. Work continues indoors with some drywall, flooring, the ceiling, and systems. Outside, the trestle and glass front is being installed and the sidewalk going in. The museum exhibits will be installed the second week of October.
* The film company has started work on the new orientation film which will be approximately 23 minutes. Filming will be conducted in October. Most of the filming will be off site, near the park except for some filming at the Sunken Road and the Burnside Bridge. The film is expected to be completed at the end of 2023. Part of the film will be used on the video screen that will be in the Visitor Center lobby.
* The public review of the Land Use Management Plan / Environmental Assessment has ended, and the final document should be made public by the end of the year.
* Other Projects: HPTC continues to work on the preservation project at the Piper house. Focusing now on the exterior of the outbuildings. In FY 2023, work will begin at the David R. Miller house, the Pry house and the Roulette house. The trace road at the Burnside Bridge will be resurfaced to make it more accessible for handicap visitors.
* The next major project will be the National Cemetery rehabilitation with some tree removal, pruning, and new planting.
* The Heart of the Civil War Heritage Area at the Newcomer House has turned the one room into an 19th century parlor with carpet and furniture.
* Before adjourning the meeting, the members agreed to a schedule for next year. Meetings will be held on the 2nd Wednesday of March, June, September, and December.
* The next meeting is scheduled for December 14th, 2022.

**Old Business/ACTIONS:**

Electrical estimates-both were reviewed and council noted that the JS Electrical bid was out dated and CR Electric included from the grinder pump circuit breaker to be removed from Nutter’s basement and be included on one of our panels.

Meeting was adjourned at 7:50 pm, next meeting Monday, December 5, 2022