

**SHARPSBURG MAYOR AND COUNCIL  
MEETING MINUTES  
FEBRUARY 5, 2024**

The Mayor and Council of Sharpsburg, MD held their monthly meeting on Monday, February 5, 2024 in the Council meeting room of Town Hall located at 106 E. Main Street in Sharpsburg. In attendance were Mayor Russell Weaver, Vice Mayor Jacob Martz, Councilmembers Ed Beeler, Joseph Kudla, John Hammond and Mia Parsons and Robbie Waters. Town Clerk Debra Smith and Zoning Administrator Tim Lung were also in attendance.

**CALL TO ORDER AND PLEDGE** Mayor Weaver called the meeting of the Mayor and Council to order at 6:00 PM with the Pledge of Allegiance led by Councilmember Waters followed by a moment of silence.

**GUESTS/PUBLIC COMMENTS** Jen Bruni stated that many of the red curbs have faded and are in need of re-painting.

**APPROVAL OF MINUTES**

December 4, 2023 Regular Minutes – **Motion** by Councilmember Beeler, second by Councilmember Kudla to approve. Motion carried.

December 4, 2023 Executive Minutes - **Motion** by Councilmember Beeler, second by Vice-Mayor Martz to approve. Motion carried.

January 8, 2024 Regular Minutes - **Motion** by Councilmember Kudla, second by Vice-Mayor Martz to approve. Motion carried.

**APPROVAL OF FINANCIAL REPORTS**

December 2023 Financial Report - **Motion** by Councilmember Beeler, second by Councilmember Waters to approve. Motion carried.

January 2024 Financial Report - **Motion** by Councilmember Hammond, second by Councilmember Waters to approve. Motion carried.

**ZONING ADMINISTRATORS REPORT – Tim Lung**

- Received and reviewed Fire Department comments on the request for obtaining access to the “Roulette Property” located in the County that fronts on the alley behind W. Chapline Street for the purpose of constructing a dwelling. Planning Commission to review and issue a recommendation to the Council. Applicant has requested that the matter be tabled until the March Mayor & Council meeting.
- Received a complaint regarding potential zoning violation (junk) on property along the south side of East Antietam Street. Investigated and issued a Zoning Compliance Notice.
- Received a complaint regarding potential zoning violations (junk, unpermitted business) on property along the south side of West Main Street. Investigated and issued a Zoning Compliance letter.
- Received a complaint regarding potential zoning violations (junk, unpermitted business) on property along the north side of west Antietam Street. Investigated and found no zoning violations.
- Reviewed and responded to an inquiry regarding the need for Town approval of a building permit application on property outside of the Town that has a Sharpsburg address. No Town review required.
- Reviewed a request from a mortgage lender for any Town records associated with permits or code violations on property along N. Mechanic Street.
- Waiting for a response from the State Highway Administration regarding the sight distance issue at the corner on Church St (MD 65) and E. Main St. (MD34).

## COMMUNITY PARTNERS

### M. Deputy Watkins – Resident Deputy

Antietam Station - 6 checks.

Sharpsburg Elementary - 12 checks.

Little League Field - 5 checks.

Park - 4 checks.

Traffic Enforcement - 6 hours.

Calls for Service - 12.

Bank Lot - 1 night.

Total WCSO events - 144.

Malicious Destruction of Property – 0

Disorderly/Disturbance - 3

Suspicious persons - 0

Undesirable - 0

Theft - 1

Theft From Motor Vehicle - 0

**Town Crier - Mike Arant** – current distribution list is at 230. Currently focused on WWII Vets and their stories. Wanting to do smaller pieces on community volunteerism, and a kid’s corner and also received monthly comments from the Mayor and Council.

## MAYORS REPORT – Mayor Weaver

**Wells** –Commissioners have approved and we are working to get contract in place.

**Historic Park** - Frederick Seibert and Associates finishing detailed design and supplying Town with final estimates of project admin and management costs.

**Big Spring** –We are resubmitting during this cycle.

**Boyer House** – Editing sales agreement to reflect last SHAF feedback.

**Streets & General Maintenance** – Great job of addressing recent winter storms!

**Community Park** – Recovering costs from Project Open Space.

**Audit** – Action plan to address issues is moving forward.

## CORRESPONDENCE:

- USS Antietam Decommissioning Ceremony invitation - Details not currently available.
- Fire Co Petition to Change Zoning Classifications – an email from Jay Brandenburg to Mayor Weaver inquiring what information is needed for a petition in town as he is exploring a public campaign to add zoning classifications that better serve public service.

## COUNCIL MEMBERS REPORTS

### Councilmember Waters

- Park equipment installation will be completed on Friday
- Christmas banners will come down by the weekend

### Vice Mayor Martz

Memorial Day:

- Submitted Application for aerial flyover
- Confirmed Grand Marshal/Keynote Speaker
- Submitted MDOT application for road closures
- Distributed participant invitation to Vietnam Veterans and Veteran organizations, including the County Veteran Affairs Commission, American Legion, Disabled American Veterans and others
- Purchased additional signage and supplies for Memorial Day
- Purchased flags and poles for Main Street to replace those damaged last year

Grants:

- Intent To Apply submitted for MHAA Grant for repair of the Big Spring

### Councilmember Beeler

SMH Executive Director`s Report for January 29, 2024

- January`s Attendance: 75
- Security
- Fundraiser 2023-2024 our goal: \$10,000 our total as of to date is \$1,563.00

- New Sign – will be placed in front of town hall
- Artifact room – will be done by end of February or early March. And new changes in the museum.
- Volunteers – we have two new volunteers and one Jr. Intern
- Re-Grand Opening/ Ribbon cutting will be on April 5-6, 5<sup>th</sup> will be a reception/tour for all our sponsors and dignitaries and the 6<sup>th</sup> will be our ribbon cutting /tour for the general public.

**Councilmember Hammond** inquired if Girl Scout Lucy Schaffer ever followed up with the Boo-Boo Box project that she presented for the park medical box in October. With the answer being no, it was suggested that the girl's scouts (or an organization) may want to work with the Master Gardeners and create a pollinator garden in the open space of the park.

#### **Councilmember Kudla**

- MDOT/SHA MOU discussed with Linda Poffenberger
- Radar signs to be installed soon.

#### **Councilmember Parsons**

- The Planning Commission met on January 25<sup>th</sup> and discussed the Downey/Roulette alley proposal. Next meeting will be held on February 29<sup>th</sup> to discuss the Comp Plan revision.

#### **OLD BUSINESS**

**Well Drilling Project Bid Update** – the County Commissioners approved the only submitted bid from Negley's Well Drilling, Inc. for the total sum of \$122,874.00. The new well will be drilled at the town's water storage tank and will be used as a supplemental drinking water supply. The County has allocated \$330,000 in funding for this project with the Town of Sharpsburg to pay 50% of the total project cost.

**Atlantic Security System Service Agreement for Parks** – *President Rick Toms from Atlantic Security attended the January meeting to explain the two-(2) plan options available for the security cameras in the parks. Plan A includes an annual cleaning and test of the system as well as a warranty on parts and labor. Plan B is for the annual cleaning and test of the equipment only, no warranty coverage with this plan.* Council still had the following questions before deciding on a plan;

- How long is the warranty good for?
- What happens if the parts become obsolete?
- Who pays for replacement parts or upgrades?

Debbie will contact Rick Toms and obtain the answers for the March meeting. (ACTION ITEM)

**Lutheran Cemetery Status** – Mayor Weaver stated that he would like to see a Friends of the Lutheran Cemetery be created to maintain the cemetery. Councilmember Parsons stated that this is something that she would be interested in with her background. She also added that she would like to see a joint Friends group be created for both the Lutheran Cemetery and the Boyer House. (ACTION ITEM)

**Boyer House Update** - Mayor Weaver reviewed the current draft sales agreement between SHAF and the Town for the Boyer House at the January meeting and emailed the Council the final documents for comments and requested a final vote. Vice-Mayor Martz and Councilmembers Beeler, Kudla and Martz voting yes and no response from Councilmembers Hammond and Parsons. Final vote 4-2. The final agreement will be presented at the March meeting. (ACTION ITEM)

**Alley Naming and Signage** - Mayor Weaver asked how many of the Council were in favor of naming the alleys. 5-1 were in favor. Mayor Weaver requested meeting prior minutes where alley names were suggested for the March meeting. (ACTION ITEM)

**Motion** by Councilmember Beeler, second by Councilmember Waters to close the meeting at 7:30 PM. Motion carried.

**March 4, 2024 Meeting Action/Agenda Items:**

- Request for Alley Access
- Atlantic Security System Service Agreement for Parks
- Lutheran Cemetery Status
- Boyer House Agreement
- Alley Naming
- Annual Fish Rodeo
- Spring Bulk Pick Up
- Review of On-hold Projects

Respectfully submitted,

Debra Smith  
Town Clerk