

SHARPSBURG MAYOR AND COUNCIL
REGULAR MEETING MINUTES
JUNE 3, 2024

The Mayor and Council of Sharpsburg, MD held their monthly meeting on Monday, June 3, 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. Zoning Administrator Tim Lung was present via zoom. Council Member Robbie Waters and Town Clerk Debra Smith was absent

CALL TO ORDER AND PLEDGE Mayor Weaver called the meeting to order at 6:05PM with the pledge and a moment of silence in remembrance of former Sharpsburg Mayor Jerry Quinn.

GUESTS/CITIZENS COMMENTS - none

APPROVAL OF MINUTES

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

March 4, 2024 Amended Minutes - **Motion** by Councilmember Beeler, second by Councilmember Kudla to approve. Motion carried.

May 6, 2024 Regular Minutes – Councilmember Parsons stated that the wrong individual was stated as making the comment regarding jake-braking and needs to be amended. **Motion** by Councilmember Beeler, second by Councilmember Parsons to approve as amended. Motion carried.

May 13, 2024 Budget Work Session Minutes - **Motion** by Councilmember Hammond, second by Councilmember Beeler to approve. Motion carried.

APPROVAL OF FINANCIAL REPORTS

May 2024 Financial Report – **Motion** by Councilmember Parsons, second by Councilmember Kudla to approve. Motion carried.

ZONING ADMINISTRATORS REPORT – Tim Lung

- Continue working with the owner of property along the south side of E. Antietam St. to gain Zoning compliance regarding removal of unlicensed/expired vehicles (junk).
- State Highway Administration evaluated and reported no safety issues regarding the sight distance issue caused by flags at the corner on Church St (MD 65) and E. Main St. (MD34). No action to be taken by SHA.
- Fence exceeding 6’ in height along the south side of W. Main Street has been corrected.
- 10day code violation notice for tall grass/weeds on property along the north side of E. Main Street has passed. Property has not been mowed. Next action would be to issue a citation and/or mow the property and bill.
- Greg Cartrette, Director of the County Permitting and Inspections department would like to meet with Town officials and staff to introduce some new County staff that will be working with the Town and review new building code changes. Will be coordinating with Russ and Debbie for a date and time.
- Reviewed sight distance complaint at north west corner of Mechanic St and Antietam St. No sight distance issue due to it being a four way stop intersection.
- Reviewed sight distance complaint at north east corner of Church and Main St. There is a sight distance issue caused by a bush at the corner. Some minor pruning could correct the issue. Russ to talk to the property owner.
- Inquired to the County regarding accessibility requirements and standards for proposed work at the entrance to Town Hall. Work would require a permit and would need to comply with ADA and International Building Code standards. The contractor doing the work should be familiar with the requirements.
- Reviewed and signed off on a building permit for a deck replacement at 131 W. Antietam Street.
- Reviewed and signed off on a building permit for a new deck at 123 W. Antietam.
- Reviewing Maryland Department of Planning Annual report filing form. When complete, will forward to the Planning Commission for approval.
- Responded to several inquiries regarding zoning and permitting requirement questions.

MAYORS REPORT – Mayor Weaver – report will be covered under unfinished and new business.

COUNCIL MEMBERS REPORTS

Councilmember Hammond – inquired about the town cable franchise agreement. Mayor Weaver stated that the Town Clerk was working with Comcast on increasing the towns percentage and updating the agreement. Also inquired about the park playground equipment and any modifications. Mayor Weaver stated that the old playground structure has been reverted to its original state and the play equipment company has been contacted to provide options for play structure additions.

Councilmember Kudla – requested approval to send a donation of \$250.00 to the Town of Williamsport for street cleaning after the Memorial Day Parade and also place a thank you on the towns Facebook page. **Motion** by Councilmember Kudla, second by Councilmember Parsons to approve. Motion carried. Also stated that MDOT will return in the fall to complete the wall repair on E. Main Street.

Councilmember Parsons – nothing to report. Mayor Weaver stated that sidewalk in the area of Nutter's on Mechanic Street is in need of repair/replacement.

Councilmember Waters – absent. Mayor Weaver stated that the Councilmember Waters has hung the Hometown Hero banners on poles throughout town. The program will remain on hold pending pole availability.

Vice Mayor Martz – this year's Memorial Day Parade focused on honoring Viet Nam Veterans with two-(2) keynote speakers; Colonel Richard Hembrook and Captain James Warner, Huey Helicopter flyover, 85 parade units and an estimated 2,000 attendees. There were a few traffic issues, but the parade was a success.

Councilmember Beeler – museum has been receiving visitors on a daily basis as a result of the new signage and website. Attended the CVB meeting held at the new ball stadium. The Antietam Diorama to be broken down into phases with Bloody Lane to be the first phase.

COMMUNITY PARTNERS

M. Deputy Watkins – Resident Deputy

Antietam Station - 4 checks.	Burglary - 0
Elementary School - 6 checks.	Theft - 1
Little League Field - 2 checks.	Theft From Motor Vehicle - 0
Park - 3 checks.	Undesirable - 0
Bank Lot - 1 evening.	Suspicious Person - 0
Traffic Enforcement - 4.5 hours.	Disorderly / Disturbance - 2
Parking Enforcement - 1.5 hours.	Malicious Destruction of Property - 0
Court - 1.	
Calls For Service - 11.	
Town Meeting - Attended.	
Vehicle Swap - 1	
Total WCSO events for May - 97.	

Park Advisory Board - Chris Vincent - The summer lecture series starts this week and they have been moved to St. Paul's. In order to accommodate this, they were moved from Wednesday night to Monday's. The new superintendent has started, and the next meeting is scheduled for June 12.

UNFINISHED BUSINESS

Alley Naming – Mayor Weaver stated that the proposed alley names would be incorporated on a map and placed on the towns website for public comment then added to the July meeting agenda for a vote. The proposed names are as follows;

Alley 1 – Biggs Alley
Alley 4 – Tolsons Alley
Alley 5 – Garrison Spring Alley
Alley 10 – Clipp Alley

(ACTION ITEM)

Amendment to the MOU for W.C. Community Deputy Program- Sheriff Brian Albert attended the May 13th budget work session to discuss the Amendment to the MOU for W.C. Community Deputy Program. Discussed was the increase of \$3,350.40 for FY25 from \$20,271.18 to \$23,622.20 per year. He stated that an increase of 10% would be

expected each year to cover the programs previous year's deficit and he would do his best to add a few more hours a month additional coverage. **Motion** by Councilmember Beeler, second by Vice-Mayor Martz to approve. Motion carried.

Town Hall/Library Hand Rail-ADA Ramp Replacement - Council Member Hammond proposed a full demolition and replacement of the ADA ramp in front of the town hall/library at the Maury 6th meeting. Mayor Weaver stated that because this will be an expensive project, a funding committee may need to be created with financial assistance from both the County and the library. **(ACTION ITEM)**

NEW BUSINESS

Approval of SEK Audit Contract for 3 Years – Smith, Elliott & Kearns (SEK) specializes in accounting and audits for smaller municipalities and has performed the annual audit for Sharpsburg for years. In order to obtain better pricing, Town Clerk Debra Smith requested a quote for a three-(3) year period. Provided was the following; 2024-\$12,500.00, 2025-\$13,200.00 and 2026-\$13,950.00. In addition, a quote for hourly service for Quickbooks assistance if needed is \$150/hour. **Motion** by Councilmember Kudla, second by Councilmember Beeler to approve. Motion carried.

Introduction/Approval of Ordinance 2024-01- Fiscal Year 2025 General Budget- Motion by Councilmember Kudla, second by Councilmember Parsons to Introduce and approve Ordinance 2024-01- Fiscal Year 2025 General Budget which was reviewed at the public hearing earlier this evening. Motion carried. The Ordinance will become Effective July 1, 2024.

Online Customer Payment Processing Proposal- Tabled until the clerk is available to explain at the July meeting. **(ACTION ITEM)**

Town Motto/Shirt Proposal- Mayor Weaver stated that Town Clerk Debbie Smith designed a town shirt with the mayor's motto (SHARPSBURG...*just what a small town should be*) and had Heather Waters print it. It is being proposed to trademark the motto and sell the shirts and use the proceeds for various town projects. Consensus to purchase 25 shirts and sell for \$15 ea.

Well Drilling Update – Mayor Weaver stated that that per the bid, Negley's drilled down 200' at the water tank and only yielded 2 gal/minute. It was agreed to drill another 100' and it only yielded 10 gal/minute. County now feels that this is not a good site. **Motion** by Councilmember Hammond, second by Councilmember Kudla to begin a new process by contacting the 2nd bidder; Phillips & Son Drilling, which is also currently drilling a well for the Town of Boonsboro. Motion carried. **(ACTION ITEM)**

Town Limits Signage- Councilmember Hammond stated that many people do not know where the towns corporate limits are and that it would be beneficial to place signage at the main points of the town. Will be placed on the July agenda for further discussion. **(ACTION ITEM)**

Motion by Councilmember Beeler, second by Councilmember Kudla to adjourn the meeting at 7:30 PM. Motion carried.

Respectfully submitted,

Debra A. Smith
Town Clerk

July 1, 2024 Meeting Action/Agenda Items:

- Alley Naming
- Town Hall/Library Hand Rail-ADA Ramp Replacement
- Online Customer Payment Processing Proposal
- Well Drilling Update
- Town Limits Signage