

**SHARPSBURG MAYOR AND COUNCIL**  
**REGULAR MEETING MINUTES**  
**August 5, 2024**

The Mayor and Council of Sharpsburg, MD held their monthly meeting on Monday, August 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, Robbie Waters, John Hammond and Mia Parsons. Zoning Administrator Tim Lung was present via zoom. Council Member Joe Kudla and Town Clerk Debra Smith was absent

**CALL TO ORDER AND PLEDGE** Mayor Weaver called the meeting to order at 6:00PM with the pledge and a moment of silence in remembrance of Buster Crampton.

**GUESTS/CITIZENS COMMENTS -**

**Citizenship Award** – Mike Arant was recognized for exceptional service to the citizens of Sharpsburg in providing 3.5 years of local news through the Town Crier.

- **Volunteerism** – Mayor Weaver stated that October 5<sup>th</sup> is Sharpsburg Days and would like to create a Community Development Committee.

**Huntzberry Brothers, Inc. - Analysis and Short and Long Term Street/Alley Repair CIP Proposal** – Brad Huntzberry and Brady Blair presented the results of a study which determined the conditions of the towns streets and alleys that was done both by visual inspection and aerially by drone. Stating that they found nothing in the town that would be deemed critical, areas of Alley 10, S. Church Street and Chapline Street were considered at medium risk and should be repaired within a 5-yr period. The annual maintenance method of Crack-Fill was recommended to be done on an annual basis. Mayor Weaver requested that the study be revised based on the discussion of priority areas and re-submitted to the Town Administrator who will create a 5 and 10 year CIP Plan to be discussed in December.

Jason Rhea – left the meeting prior to sharing information regarding the Elite Online Customer Payment Processing Proposal.

**APPROVAL OF MINUTES**

June 3, 2024 Public Hearing Minutes – **Motion** by Councilmember Waters, second by Councilmember Beeler to approve. Motion carried.

June 3, 2024 Regular Minutes - **Motion** by Councilmember Beeler, second by Councilmember Waters to approve. Motion carried.

**APPROVAL OF FINANCIAL REPORTS**

June 2024 Financial Report – **Motion** by Councilmember Waters, second by Vice-Mayor Martz to approve. Motion carried.

July 2024 Financial Report – **Motion** by Councilmember Waters, second by Vice-Mayor Martz to approve. Motion carried.

**ZONING ADMINISTRATORS REPORT** – Tim Lung

June - July 2024 ZONING ADMINISTRATOR'S 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).
- 10 day 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 building code changes. Will be coordinating with Russ and Debbie for a date and time.
- 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.
- Reviewed email/ letter regarding approval of MHT/MHAA grant for Big Spring restoration. Corresponded with Gruber-Latimer regarding time frame and permitting process. Corresponded with MDE to restart permitting process. Reviewing Water Way Construction Permit application procedure.
- Received recommendation from Planning Commission regarding proposed Zoning text amendments to define two different types of home occupation business (attached). Based on the Planning Commission’s recommendation to NOT change the existing wording, requesting Council direction to drop the proposal or move forward with the Text amendment. Dropping the proposal would reactivate the current Zoning violation occurring on West Main Street.
- Attended Md. Dept of Planning virtual meeting regarding the update to the State’s Land Use/Land Cover mapping. Have been reviewing the map for Sharpsburg and will be making comments.
- Received an inquiry from the American Battlefield Trust, owner of the “Avery House” at 124 High St. They are proposing to rent the house to, “the *Antietam Group* and maybe *Save Antietam Foundation*”. “Those groups would use the house as the base for their operations, offices, and sometimes host tours or volunteer events. Responded that the property is located in the County and that the County would have jurisdiction over Zoning compliance, etc.; however, a change of use from residential would require review and approval by the Town if access is proposed to High Street.
- Reviewed an application and issued a Zoning Permit for a fence on property at 109 S. Church Street.
- Received and reviewed a letter from the Md. Dept. of Planning regarding HB 538 Housing Expansion and Affordability Act (attached). Town zoning appears to be in compliance with the act; however, there may be ramifications associated with property owned by a nonprofit allowing residential destiny bonus for “affordable housing”. Tim will clarify the definition of a “Mobile Home” and bring it back for further discussion at the September meeting. **ACTION ITEM**
- Received notice that the County is updating its Web Map application that the Town uses and links on its website. Will be reviewing the updated application and will send comments to the County.
- Issued 10-day code violation notice for tall grass/weeds on property to the rear of E. Antietam Street. Tim to contact property owner and obtain a commitment and move forward with issuance of a citation.

**MAYORS REPORT** – Mayor Weaver covered items throughout the meeting.

## **COUNCIL MEMBERS REPORTS**

**Councilmember Hammond** – nothing to report

**Councilmember Parsons** – nothing to report

**Councilmember Waters** – stated that the Sheriff’s Dept and DNR were contacted regarding someone removing fish from the town pond and letting them lay on the bank and die.

**Vice Mayor Martz** –

June 2024 Report:

-Paid off all invoices and tied up all loose ends from Memorial Day commemoration.

-Received over 1/2 dozen personal “thank you” cards, letters, texts and emails from veterans who said that they have waited 50+ years for a welcome home.

July 2024 report:

-Attended MML meeting with Memorial Day committee volunteers. Sat and ate with John Barr, as well as the new county administrator and county finance director. Had an opportunity to explain how the situation developed with the Boyer House, they were very understanding and supportive. A good relationship-building experience for everyone.

-Worked with Debbie to pursue trademarking of new town motto. Reached out to MML legal services for guidance, still awaiting reply.

-Meeting with Russ, Tim and Debbie to discuss the Big Spring rehabilitation project.

-Worked with Debbie on ADA building improvements. Corresponded with Tony from FSA, who provided an assessment of front ramp grade and ADA requirements. Suggest that we just replace handrail and add automatic door openers.

**Councilmember Beeler** –

Sharpsburgh Museum of History Report for June & July 2024

1. Attendance:

June - 165                                 YTD - 887

July - 193                                 YTD – 1080

2. Donations:

June – We received a Eugene Marker Table and a wooden bench from 1830 from Joanne Roulette Happ Wolford

July –

3. We received a donation of \$1850 dollars from Bonnie's @ Red Byrd for the purchasing of the following items:
  1. A Stereoview Card of the Antietam National Cemetery from 1867 by Case
  2. Dr. Biggs's oath of Allegiance – 11/1862
  3. One check written the National Cemetery Office to Dr. Biggs. 1865
  4. Letter from the National Cemetery Office to Dr. Biggs – 1877
  5. Trustees booklet of the Antietam National Cemetery meeting – 1868
 This totaled \$1,850.00

I am looking at more items from collector Stephen Recker of his Antietam/Sharpsburg collection as he has them available.

4. Our Intern Max and I have started the first part of restoring a section of the Antietam Diorama. This section will cover Bloody Lane, Roulette, Mumma, Piper and the Clipp House and it will show what the different fields around that area had in 1862, please we can continue showing our visitors what each family went through before, during and after the Battle of Antietam.

5. Petty Cash – \$200.00

6. Bea, Jesse and I will be taking the three Interns over to Gettysburg on August 6<sup>th</sup> to tour the new museum, Gettysburg Beyond the Battle. During there we are to meet with some staff and see what ideas we can bring back to SMH. Next month I will see if we can visit The Shepherdstown Museum.

7. We will be starting to sell changes for a Sharpsburg Basket for a fundraiser for SMH

8. I had a meeting with Laura Oates about our website and a new rack card for SMH. In our meeting we discussed with our website having the whole list of activities for the year to make it easier for visitors to plan their trips here in our area. And also adding a place to advertise a Sharpsburg History Tour, which can be booked through SMH.

Our Rack Card needs to be updated and new ones made which the CVB are to sponsor them. It will also include our walking tour. Laura is also one of our corporate sponsors also.

9. SMH will be running the Information table this year at Sharpsburg Day on Saturday October 5th and also selling items plus our Sharpsburg Basket Chances which will be drawing the ticket that day.

10. September weekend of the 17<sup>th</sup> Battle of Antietam Anniversary Weekend, we will be open that Saturday with a table and some volunteers outside and inside.

11. I am working on our new schedules for 2025 & 2026 which will be the year of Celebration since our country and County turns 250 Years. If anyone has any ideas you would like to see let me know but in order to have these events, we need volunteers.

12. We also received our Support from the Town of Sharpsburg of \$6000

## COMMUNITY PARTNERS

### M. Deputy Watkins – Resident Deputy

Antietam Station - 10 checks.	Total WCSO events for July (as of 07/26/24)- 94.
Elementary School -23 checks.	Theft - 1
Little League Field - 10 checks.	Theft From Motor Vehicle - 0
Park -10 checks.	Undesirable - 0
Bank Lot - 1 evening.	Suspicious Person - 0
Traffic Enforcement - 10 hours.	Disorderly - 1
Court - 1.	Burglary - 0
	Malicious Destruction of Property - 0

### Park Advisory Board - Chris Vincent –

## UNFINISHED BUSINESS

**Revised Alley Naming Proposal** – Mayor Weaver stated that the additional alley names have been added so that every alley that has a house on it will also have a name. he proposed names are as follows;

Alley 1 – Biggs Alley

Alley 4 – Tolsons Alley

Alley 5 – Garrison Spring Alley

Alley 10 – Clipp Alley

Trading Post Alley

McNally Alley

Alley 9 to Snyders Landing Rd – Councilmembers Hammond and Parsons stated that it is used frequently by outfitters., Also suggested was making this alley one-way going north, which will be placed on the September agenda for public discussion. **(ACTION ITEM)**

**Well Drilling Update** – Mayor Weaver stated that the new bid will be out next week and he will make sure that Phillips & Son Drilling get a copy of the bid.

**Town Hall/Library Hand Rail-ADA Ramp Replacement Update-** Council Member Hammond proposed a full demolition and replacement of the ADA ramp in front of the town hall/library at the May 6<sup>th</sup> 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. The discussion continued at this meeting after Frederick Seibert and Associates (FSA) were asked to review the matter. Vice-Mayor Martz read the report details stating that in order to make the current ramp ADA compliant, it would have to be extended another 5’ into the alley and change the slope to meet the 8.33% of grade which is currently at 10%. Also recommended was obtaining an architect due to ADA requirements.

He then proposed that the hand rail be replaced and automatic door closers be placed on the buildings and leave the remainder as is. Councilmember Hammond said that he would not agree to the door closers because they don’t hold up. Mayor Weaver stated that his major concern is what ADA modifications will do to the front of the building and if the matter is pushed, the library will be responsible for 90% of the cost since 90% of the people that come in this building are going to the library. After a lengthy discussion on the issue, Mayor Weaver proposed to table the matter adding that the project is not complaint driven and Councilmembers Hammond and Parsons are the only ones wanting to do this project. Councilmember Hammond made a motion to do nothing on the project. There was no second. Councilmember waters agreed that it should be done, but at what cost; i.e. modifying the front sidewalk, the flower beds, the alley. **Motion** by Councilmember Waters to hire a private ADA Specialist/Contractor, second by Councilmember Hammond. Motion carried. Councilmember Hammond will take the lead on the project. **(ACTION ITEM)**

**Motion** by Councilmember Waters, second by Councilmember Parsons to adjourn the meeting at 8:00 PM. Motion carried.

Respectfully submitted,

Debra A. Smith

Town Administrator

**September 9, 2024 Meeting Action/Agenda Items:**

- Alley Naming Public Discussion
- Town Hall/Library Hand Rail-ADA Ramp Replacement
- Trash Bid Review