

**SHARPSBURG MAYOR AND COUNCIL
REGULAR MEETING MINUTES
FEBRUARY 3, 2025
6:00 PM**

The Mayor and Council of Sharpsburg, MD held their monthly meeting on Monday, November 4, 2024 at 6:00 PM 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, Randy Short, Heather Waters and Robbie Waters. Town Administrator Debra Smith was also present and Zoning Administrator Tim Lung was present via zoom.

CALL TO ORDER AND PLEDGE led by Councilmember R. Waters. Mayor Weaver asked for a moment of silence for Sarah Jane Baker and Darlene Albritton.

SWEARING IN OF NEWLY ELECTED OFFICIALS – Clerk of the Circuit Court Kevin Tucker swore in Mayor re-elect Russ Weaver and newly elected Councilmembers Randy Short and Heather Waters.

APPROVAL OF AGENDA - Motion by Councilmember R. Waters, second by Councilmember Short to approve the agenda. Motion carried.

APPROVAL OF MINUTES

November 3, 2024 Minutes - **Motion** by Councilmember R. Waters, second by Councilmember Beeler to approve the November 3, 2024 minutes. Motion carried.

January 27, 2025 Organizational Meeting Minutes - **Motion** by Councilmember Short, second by Councilmember R. Waters to approve the January 27, 2025 Organizational Meeting Minutes. Vice-Mayor Martz requested that the minutes be amended to reflect his statement regarding improvements around the monuments. **Motion** by Councilmember Short, second by Councilmember R. Waters to approve the amended January 27, 2025 Organizational Meeting Minutes. Motion carried.

APPROVAL OF FINANCIAL REPORT

November and December 2024 and January 2025 - **Motion** by Councilmember R. Waters, second by Councilmember Short to approve the financial reports as presented. Motion carried.

GUESTS/PUBLIC COMMENTS – request made to place a flag disposal station at town hall.

ZONING ADMINISTRATOR’S REPORT – Tim Lung

NOVEMBER - DECEMBER 2024, JANUARY 2025

- Issued notice of violation for rank vegetation causing damage to sidewalk on property along E. Main Street. 121. To date, no compliance; will notify the owner that the Town will remove vegetation.
- Responded to inquiries and questions regarding zoning and permitting requirements.
- Completed draft of text amendment for Home Occupation Businesses and Home Office Businesses based on Planning Commission By-Laws.
- Continue to gather information and preparation of the MDE permit application for the Big Spring wall restoration project. Goal to have the application complete and submitted by early February.
- Reviewed and submitted findings to the Town Administrator in response to MPIA request.
- Completed and submitted a grading permit application to the County for the Town Historical Park project.
- Discussed Greenhill Farm Special Event Center Zoning complaint with the County Zoning Administrator and received background information.
- Attended County Commissioners meeting at Town Hall on Dec 10 and discussed issues including, County Comprehensive Plan Update, Greenhill Farm complaints and Rural Village zoning.

- Organized and attended a meeting on Nov 21 with Mayor, Staff and Greg Cartrette, Director of the County Permitting and Inspections. Discussed building permit processes, recent building code changes and property maintenance issues.

Working with the Town Administrator to create an Ordinance that established the Planning Commission as well as By-laws.

MAYORS COMMENTS/PROJECT UPDATES – Russ Weaver

- WELLS – Put on hold at last meeting with commissioners
- HISTORICAL PARK – Construction started. Schedule update forthcoming
- LUTHERAN CEMETERY – Need to make this a focus item for this fiscal year
- SHARPSBURG DAYS & COMMUNITY DEVELOPMENT COMMISSION – Asking for volunteers and position day as a celebration of Sharpsburg
- SIGN AT ELEMENTARY SCHOOL – We have preliminary permission to place a sign in front of school for Sharpsburg

COUNCIL MEMBER REPORTS - January 2025

COUNCILMEMBER BEELER – (Town museum/historic archives)

(Not much to report this month because of being sick most of January)

- On January 28, our new College Intern Jamie Semft started, she will be working with me in organizing the archives and the rest of the town's collection. She will be working Tuesday thru Thursday and then at the beginning of March will be working Monday thru Friday. She works 4 to 5 hours each day.
- On Monday, January 27, a new volunteer Mark Semft started. He will be working Mondays and Wednesdays, scanning all documents, Pictures and anything else I would want. (He is Jamie's father-in-law)
- The 4th Annual Metal Detecting Expo will be held March 15th, 10-2 in St. Paul's Social Room.
- There were no visitors but staff.

COUNCILMEMBER KUDLA – (Streets/MDOT/SHA)

- Signs ordered for Trading Post Alley
- Update on MOU requested
- Request to have remaining wall at cemetery hill assessed
- Called MDOT to clean out culvert on cemetery hill and place reflector post at driveway entry
- Speed sign permit approved
- Speed study results are in
- Huntzberry culvert cleanout walkthrough Antietam pending

VICE MAYOR'S REPORT – Jake Martz – (Annual Memorial Day Parade/Historic Park)

- Continued Memorial Day Planning
- Attended Memorial Day committee meeting
- Submitted application for event permit to MDOT
- Discussed options for increased sheriff presence at parade with Washington County Sheriff's office
- Next committee meeting is Tuesday, February 4 at 6:00 p.m.
- Helped to facilitate an agreement with Sharpsburg FD which will permit them to utilize the town pond for frozen water rescue training.

COUNCILMEMBER R. WATERS – (Parks & General Town Maint) – requested approval to purchase aerator/fountain for the town pond for under \$3,000. Motion by Councilmember R. Waters, second by Councilmember Short to approve the purchase. Motion carried.

COMMUNITY PARTNERS
OFFICER D. WATKINS – RESIDENT DEPUTY

Antietam Station - 10 checks.	Total WCSO events in January - 69
Sharpsburg Park - 10 checks.	Burglary - 0.
Little League Field - 8 checks.	Disorderly - 1.
Elementary School - 12 checks.	Malicious Destruction - 0.
120 E Main St. - 9 checks.	Suspicious Person - 0.
Traffic Enforcement - 2 hours.	Suspicious Vehicle - 1.
Parking Enforcement - .5 hour.	Theft - 0.
Calls for Service - 8.	Theft from Vehicle - 0.
Training - 1.	Trespassing - 1.
	Undesirable - 0.

Chris Vincent – Park Advisory Board – next meeting will be held on March 12th.

Mike Arant – Town Crier – currently has 246 on the mailing list and Pete Waters will now be writing articles for the Crier.

OLD BUSINESS

Water Rebate – will watch the towns finances and consider in 6-12 months.

Mount Calvary Lutheran Cemetery – Mayor Weaver would like to create a committee that would receive training for restoration of the cemetery.

NEW BUSINESS

Comcast Cable Franchise Agreement Renewal- Chris Comer of Comcast attended the meeting and stated that he was pleased to be working with the Town. Town Administrator Smith stated that the agreement is for a period of 10-yrs, is non-exclusive and the franchise fee has been increased from 3% to 5%. **Motion** by Councilmember R. Waters, second by Councilmember Short to approve the Comcast Franchise Agreement renewal. Motion carried.

Antietam Street Light Request - Motion by Councilmember R. Waters, second by Councilmember Short to approve a request from Patricia Taylor to install a streetlight on the corner of her property at 116 E. Antietam Street for safety reasons. Motion carried.

ADJOURNMENT - Motion by Councilmember R. Waters, second by Councilmember Short to adjourn the meeting at 7:07 P.M. Motion carried.

Respectfully submitted,

Debra A. Smith
Town Administrator/Clerk