

**SHARPSBURG MAYOR AND COUNCIL**  
**PUBLIC HEARING**  
**AND**  
**REGULAR MEETING MINUTES**  
**April 7, 2025**

The Mayor and Council of Sharpsburg, MD held a Public Hearing on Monday, April 7, 2025 at 6:00 P.M. 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 and Heather Waters. Town Administrator Debra Smith was also present and Zoning Administrator Tim Lung was present via zoom.

**PUBLIC HEARING** - Pursuant to Town Code, Chapter 7, Section 1. Request to occupy a part of street (sidewalk). Frontage of 107 E. Main Street. Applicant: Chad Wolbert, Catocin Valley Roofing.

Zoning Administrator Tim Lung stated the March 31, 2025 work session that a request for an application for a permit to block a portion of the sidewalk to erect scaffolding in order to complete a roofing job at 107 East Main Street was submitted and will be in place for approximately two weeks and would also require a lift to move materials up to the roof, which will be in place for approximately one month. Tim stated that Town Code requires that a pedestrian walk-way of 36" wide must be maintained. Property owner Brien Poffenberger stated that the ROW will be maintained and he also understands that the issue of having the scaffolding off the street during the Memorial Day Parade is also a requirement.

No comments were received. **Motion** by Councilmember Short and a second by Councilmember Kudla to close the public hearing at 6:03 P.M. and move into the regular meeting session with the pledge of allegiance. Motion carried.

**REGULAR SESSION**

**APPROVAL OF AGENDA** – Mayor Weaver requested to amend the agenda by moving the first item under New Business to the first item under Guests. **MOTION** by Councilmember Short, second by Councilmember Kudla to approve. Motion carried.

**GUESTS/PUBLIC COMMENTS**

**Resignation/Recognition of Council Member Robbie Waters** - Councilman Robbie Waters was recognized by the Mayor and Council his many years of service to the Town of Sharpsburg. A winner in this year's Best of the Tristate business awards, Robbie stepped aside from his elected position to focus on his growing business.

**St. Paul's Episcopal Church** - Mike Arant, Ann-Marie McCullough and Robbie Shaw; came before the Mayor and Council to describe their Love for Children Project, which is in its sixth year. The Love for Children Team members seek to partner with town leadership to promote community volunteerism in hope that the Council could help to identify unmet kid's needs and that this effort can serve as the model for a wider effort to increase community volunteerism.

**Community Development** – Mayor Weaver presented a concept of what he envisions community development to be which included a list of activities such as block parties and agencies (local churches and organizations) that contribute to the success of the town.

**APPROVAL OF MINUTES**

**Regular Meeting Minutes** - March 3, 2025 – **MOTION** by Councilmember Short, second by Vice Mayor Jacob Martz to approve. Motion carried.

**Executive Session Minutes** – March 31, 2025 - **MOTION** by Councilmember Short, second by Vice Mayor Jacob Martz to approve. Motion carried.

**Work Session Minutes** – March 31, 2025 - **MOTION** by Councilmember Short, second by Councilmember Kudla to approve. Motion carried.

**APPROVAL OF FINANCIAL REPORT** - March 2025– **MOTION** by Councilmember Short, second by Councilmember Kudla to approve. Motion carried.

## **ZONING ADMINISTRATORS REPORT – Tim Lung**

- Responded to inquiries and questions regarding zoning and permitting requirements.
- Continue to work on Big Spring wall restoration MDE Permit application. Meet in the field with
- Gruber-Latimer, obtained mapping from FSA.
- Received, reviewed and issued a Zoning Permit for the Antietam Institute to occupy space in a building owned by Jefferson Security Bank at 101 W. main Street.
- Received, reviewed and responded to an inquiry from AT&T regarding replacement of an antenna on the water tank. A permit will be required, application pending payment of taxes.
- Received, reviewed and responded to an application to occupy a portion of the street (sidewalk) for the purpose of placement of scaffolding for a roofing project at 107 E. Main Street. Per Town Code. Public Hearing required.
- Received, reviewed and issued a Zoning Certificate for a florist business to be located in a space at 100 E. main Street.
- Received, reviewed and signed off on a building/zoning permit application for a deck at 203 W. Antietam St.
- Attended March 31 Council work session meeting.

## **MAYORS COMMENT(S) – Mayor Weaver**

- Historic Park - Construction completion targeted for first week in May. Wayside exhibits and main park sign being designed.
- Lutheran Cemetery – Focal item for this fiscal year.
- Big Spring – Permits wrapping up and new proposal being prepared.
- Community Development/Sharpsburg Day – Community Development Committee kickoff at April council meeting.
- Sign at Elementary School – No progress. We have preliminary permission to place a sign in front of school for Sharpsburg
- Main Street beautification campaign kickoff (street scape) - No progress. Discuss with council and get feedback from community
- Apple Valley Waste - We are having some issues with missed collections

## **CORRESPONDENCE**

**Donation Request** – Sharpsburg Elementary School Destination Imagination Team request for global competition financial support. **MOTION** by Councilmember Short, second by Councilmember Kudla to approve a financial donation in the amount given in 2024. Motion carried.

## **COUNCIL MEMBERS REPORTS**

### **Vice-Mayor Martz Report – (*Memorial Day Parade/Historical Park*)**

- Investigated incident of vandalism at playground
- Recommend installation of new dog bag dispenser at Town Park
- Attended monthly Council work session

### **Memorial Day**

- Attended reenactor weekend in Gettysburg to recruit units for parade
- Received approval for use of SES for Memorial Day
- Confirmed flyover for Memorial Day parade
- Informed catering from benders tavern for parade
- Confirmed soloist for National anthem
- Purchased additional traffic control signage

### **Interpretive Park**

- Requested quote for interpretive signage at interpretive park
- Attended site meeting with Huntzberry to discuss stone walls
- Attended Park planning meeting to discuss options for historical markers
- Attended second site visit at park with Huntzberry Bros.

### **Councilmember Short – (*Planning Liaison, Streetscape, Communications*)**

Nothing to report

## **Councilmember Waters Report – (Community Development, T.Hall Maint)**

### **Fishing Rodeo**

- A high-school student wants to help volunteer to get their student service-learning hours.
- Need to purchase prizes and food supplies (hot dog holders, napkins) RW Property Services will provide the hotdogs and drinks.
- Richard Burgan donated \$50 to purchase fishing bait for those who forget to bring some.

### **Sharpsburg Days**

- I have been getting emails daily about people being interested in participating as a vendor. I have received about 12 vendors applications so far that have been approved.
- I will be contacting Breeze Benner this week about getting the fire truck the day of the event for children to learn about it.
- Once my ankle heals, we will be having a meeting about Sharpsburg Day with the members of the community to figure out what/who will need to do what on that day.

## **Councilmember Beeler – (Museum/Archives)**

- Attendance is starting to pick up with 225, the last couple of weekends are busy.
- Next Saturday April 5<sup>th</sup>, which is Antietam Institute's open house and ribbon cutting for their Heritage Center across the street and during the break they will be sending people over all day.
- We have received a very large and valuable donations of artifacts from the Swain family that will help us show visitors what the citizens of Sharpsburg went through during and after Antietam. Jesse Rogers our Vice President will be in charge of all this type of exhibits. This donation includes: artifacts found for three generations of metal detecting at the Reel Farm across from Battleview Market, C. & O. Canal items most belonging to Charles H. Swain Boat Captain, pictures, books and photos of Family members from the Swain, Fisher, Delauney and Wilson Families of Sharpsburg.
- We have some possible donations of Sharpsburg Bluebird jacket and items from the 1950's from the Cordell Family and A Boy Scout uniform of the first Eagle Scout of Sharpsburg from the Combs family.
- On March 15<sup>th</sup>, we had at our 4<sup>th</sup> annual Metal Detecting Exhibit and had 165 people attend with last year's total of 122, we have decided to call this annual event The Ron Wolford Metal Detecting Expo, Ron and his wife Joanne gave a lot of artifacts after he pass last year.
- The Diorama is almost finished be taken apart to start re- making smaller more manageable dioramas in order to help with our Mission and goal.
- On April 26, Women of Sharpsburg from 10-4, Butter and cheese making demo and a talk about Nancy Michael and Mary Ann Chapline.

## **Councilmember Kudla – (Streets, MDOT/SHA)**

- Signs made for Trading Post Alley. Contract Robbie to put up.
- Plat maps forwarded to partially satisfy MOU requested. Need working session with Mayor and council.
- Waiting to have remaining wall at cemetery hill assessed. Linda indicated she would have reviewed.
- MDOT replied to have Sharpsburg representative at workshops. Joe requested meeting again w public.
- Huntzberry to do street repair. Remaining streets budget to be utilized.

## **COMMUNITY PARTNERS**

### **Officer Watkins – Resident Deputy**

Park - 5 checks.	Total WCSO events for March - 54
Little League - 2 checks.	Burglary - 0
120 E Main St. - 3 checks.	Theft - 1
School - 3 checks.	Theft From Motor Vehicle - 0
Antietam Station - 3 checks.	Vandalism - 1
Traffic Enforcement - 3 hours.	Undesirable - 0
Calls For Service - 4.	Disorderly - 1
Training - 2 days.	Suspicious Person - 0

### **Chris Vincent –Antietam Battlefield Advisory Board**

June 11<sup>th</sup> is the next meeting for the Antietam Battlefield Advisory Board. Staffing: 2 retired and seasonal hiring has been placed on hold.

## **Mike Arant – Town Crier**

Mike stated that December will be his last issue.

## **Robbie Waters – Town Maintenance**

- Placing new mulch in the park to prepare for spring
- Updating street signage around town
- Will be installing the new fountain in the town pond
- Will be re-painting the red curbs

## **OLD BUSINESS**

**Historic Park Project Update** – Town Administrator Valentine-Smith provided an update on the construction of the Historic park. The total project is currently 46% complete. (The Exposed aggregate sidewalk is at 80%, the brick paver sidewalk is at 26%, the stone wall is at 54% and the concrete stairs are at 75%). The first pay request has been submitted and will be sent to POS for reimbursement in the amount of \$192,885.00.

**MDOT MD 34/65 Update** – Councilmember Kudla provided an update at the March work session meeting which consisted of an email response and letter from MDOT which notes that stopping vehicles on the hill is likely an undesirable result for this area. MDOT has selected Sharpsburg to be a participant of this Smart Growth America Complete Streets Leadership Academy, the Maryland State Highway Administration and Sharpsburg will have access to a series of workshops and other resources to guide in the installation of temporary safety measures such as the five-5\* being reviewed for the town. Joe has volunteered to be the towns representative.

*\* 1. Paint or mark off the intersection. 2. Attach speed device to speed sign 3. Add scalloped rumble strip before speed change to alert drivers 4. Put white line on N. side of Main/SHA proposed distances (185 ft to east & to 133 E Main from intersection) 5. Add a large dangerous or congested intersection sign on MD65 at 25mph speed sign.*

**MOTION** by Councilmember Kudla, second by Councilmember Short to propose to MDOT the intersection marking and road lining (which will further restrict parking close to the intersection) and to request a proposed design/schematic for the Mayor and Council to see what is being proposed. Motion carried.

**Coronavirus Local Fiscal Recovery Funds Project Closeout** - Town Administrator Valentine-Smith stated that of the towns \$187,500.00 Covid Funds, approximately 154,1,034.00 has been spent on the allocated projects. The well drilling project was ear-marked for \$59,163.73 for the towns portion, but only incurred \$22,697.57 because the project did not come to fruition. The remaining \$36,466.16 can either be applied to customer water rebates or allocated to another project. **MOTION** by Councilmember Kudla, second by Councilmember Waters to apply the remaining funds to customer water rebates. Motion carried.

## **NEW BUSINESS**

**Resignation/Recognition of Council Member Robbie Waters** -moved to Guests.

**Request For Permit To Block Sidewalk For Roof Replacement Project** - A Public Hearing was held prior to this regular meeting to request the semi closure of the sidewalk at 107 E. Main Street for a roofing project. **MOTION** by Councilmember Short, second by Councilmember Kudla to approve. Motion carried.

**Request To Use Sidewalks/Parking Area For Grand Opening/Special Event** -Kayla Crigger, owner of 4065Florals and Events is renting 100 E. Main on the corner by Nutter's, and is planning a grand opening on Saturday, May 10th from 12-4pm. Ms. Crigger is requesting the use the sidewalk/parking spaces on the corner for a food truck/specialty drink vendor, permanent jewelry vendor, a "Build Your Own Bouquet" booth outside the store to attract customers. Consensus at the work session to allow 4 trucks (no alcohol) and block Mechanic Street and 2 vendors on the sidewalk and to provide a Certificate of Insurance naming the Town as the additional insured. Kayla was in attendance and stated that she will now only have one food truck and is requesting to close the alley beside Town Hall and place vendors on the sidewalk. **MOTION** by Councilmember Waters, second by Councilmember Kudla to approve. Motion carried.

**2025 Mowing Bid Award** - Town Administrator Valentine-Smith stated that the three-(3) bids were received and reviewed at the March work session with consensus to award the contract to the low bidder of R.W. Property Services at the weekly mowing amounts for a 3-year contract as follows; YEAR 1 (2025)- \$725.00, YEAR 2 (2026)- \$725.00 and YEAR 3 (2027)- \$750.00. **MOTION** by Vice Mayor Martz, second by Councilmember Short to approve. Motion carried with Councilmember Heather Waters abstaining.

**Chapline Street Culvert Cleaning Proposal** – Reviewed at the March work session was a November 2024 quote obtained from Huntzberry Brothers to clean the Chapline St Culvert in the amount of \$13,500.00. \$8,000.00 has been expended to date with the remaining portion of debris caught up in roots will have to be manually removed. Huntzberry Brothers can do it for the remaining \$5,500.00 or R.W. Property Services has provided a quote to remove the remaining debris for \$2,000.00. **MOTION** by Councilmember Short, second by Councilmember Kudla to approve the quote by R.W. Waters. Motion carried.

**FY25 Pothole Repairs** – Mayor Weaver requested that the Council review the Huntzberry Brothers street repair analysis and estimate prepared in September 2024 and prioritize repairs that can be done for \$30,000.00 to be discussed at the April work session.

**MML Summer Conference** - Town Administrator Valentine-Smith informed the Mayor and Council that one town official is eligible for a grant to attend the 2025 MML Summer Training Conference in Ocean City from June 22-25. The grant offers \$300 off of the 3-day \$725 conference fee and discounted hotel rates and offers several beneficial work sessions. Mayor Weaver recommended that the Town Administrator attend the conference and report back on the various training sessions. **MOTION** by Councilmember Beeler, second by Councilmember Waters to approve. Motion carried.

**MOTION** by Councilmember Waters, second by Councilmember Kudla to adjourn the meeting at 7:38 P.M. Motion carried.

Respectfully submitted,

Debra A. Valentine-Smith  
Town Administrator/Clerk