

SHARPSBURG MAYOR AND COUNCIL
REGULAR MEETING
December 1, 2025

The Mayor and Council of Sharpsburg, MD held their monthly meeting on Monday, December 1, 2025 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 Joseph Kudla, Heather Waters and Robbie Waters. Town Administrator Debra Valentine-Smith was also present and Zoning Administrator Tim Lung was present via zoom. Councilmember Anne-Marie McCullough was absent.

CALL TO ORDER AND PLEDGE by Councilmember R. Waters.

APPROVAL OF AGENDA - Motion by Councilmember R. Waters, second by Councilmember Kudla to approve. Motion carried.

PUBLIC COMMENTS (*comments are limited to 3 minutes*)

- **Erin Short** of 225 E. Main Street inquired if Mayor Weaver received her letter dated November 4, 2025 stating that she “respectfully requests that the town government promptly comply with the town charter and elect a qualified person to fill the vacancy”.

APPROVAL OF MINUTES

Regular Meeting Minutes – November 3, 2025. **Motion** by Councilmember H. Waters, second by Councilmember Kudla to approve. Motion carried.

Amended Minutes – October 7, 2024 – Town Administrator Smith stated that she received an email from Mr. Robert Grogan stating the he was listed in the 10/7/2024 minutes as making a statement under citizens comments that he did not make and asked that the minutes be amended to remove his name. **Motion** by Councilmember R. Waters, second by Councilmember H. Waters to amend the minutes. Motion carried.

APPROVAL OF FINANCIAL REPORT -November 2025 **Motion** by Councilmember R. Waters, second by Councilmember Kudla to approve. Motion carried.

ZONING ADMINISTRATORS REPORT – Tim Lung

- Responded to inquiries and questions regarding zoning and permitting requirements.
- Prepared documents and attended Nov19 Board of Zoning Appeals hearing BZA-25-001 St. Paul's Episcopal Church. Variance request for sign setback and size. Setback variance was approved with no conditions. size variance was withdrawn due to an error in size calculation.
- BZA-25-002 Town of Sharpsburg. Town Historic Park. Variance request for sign setback. Approved with no conditions.
- Prepared BZA Decision documents.
- Discussed a recent stream restoration project in Keedysville with Dee Price, Wash County Soil Conservation District manager regarding the possibility of a similar project in Sharpsburg.
- Submitted the executed memorandum of understanding for County Historic Tax Credits to the Board of County Commissioners which is set for adoption on 12/9/2025

MAYORS COMMENT(S) – Mayor Weaver

- Speed bump data to be gathered and reviewed in January/February
- Vice Mayor Martz worked with state delegation to get Sharpsburg exempted from state accessory dwelling housing requirements.
- Thanked Town Administrator Valentine-Smith for the work put into mailing the community survey.
- Discussion on easy tasks that can be done to achieve town beautification efforts.
- Historic Park - A few last-minute details remain – light, new flag pole and flag have been installed, identification sign in front has been designed and is contracted for after passing BZA, placards to be installed Tuesday.
- Lutheran Cemetery– Focal item for this fiscal year. Asking Anne Marie to lead
- Big Spring – Permits in place and begin date now early spring (likely April).

- Sign at Elementary School–No progress.
- Financial Status - -Entering 2026 in excellent shape.

CORRESPONDENCE

- Plaque to the Town received from the Fire Company for their dedicated support
- C&O Canal Trust, Inc. Economic Development and Marketing Support invoice for \$500. Consensus to table Canal Trust/Town support until museum is operational.

COUNCIL MEMBERS REPORT

Council Member R. Waters – the town Christmas tree was installed and trimmed with lights today. (*Sharpsburg Elementary students will decorate the tree this week*)

Council Member Kudla – SHA removed the speed cushions today due to the predicted winter weather. Speed study results will be prepared and shared soon.

Vice-Mayor Martz –

- Assisted with annual Veterans Day ceremony in the town square.
- Participated in Miss Sharpsburg interviews
- Met with Atlantic Security Technician to replace broken equipment in town shed
- Replacement flag pole installed at historical park
- Coordinated the installation of historical markers at new park
- Purchased new PA System for town
- Continued Memorial Day planning. Next meeting of Memorial Day Committee on 1/6/26 at 6:00 p.m.

Council Member H. Waters - the door decorating contest begins today and ends on the 20th. Will need to purchase the gift cards for the winners. (1st place is \$100, 2nd place is \$50 and 3rd place is \$25)

COMMUNITY PARTNERS

Officer Watkins – Resident Deputy - November end of month report:

Antietam Station - 4 checks.	Traffic Enf. - 1.5 hrs.	Total WCSO Events - 69.
Elementary School - 4 checks.	Training - 1.	Suspicious person / vehicle - 2
Little League - 4 checks.	Special Event - 1 (Veterans Day)	Undesirable - 1 Accident - 2
Park - 4 checks.	120 E Main St. - 4 checks.	
Calls for Service - 2.		

Chris Vincent – Antietam Battlefield Advisory Committee – the luminaries are scheduled for Saturday, Dec. 6th. Next meeting scheduled for Wed., Dec. 10th.

Mike Arant – Town Crier -Last edition will be in December. The community calendar is covered, but looking for an editor to cover the main stories.

MOTION by Vice-Mayor Martz to close the regular session and convene in closed session under Maryland Annotated Code General Provisions Article §3-305(b): **3** to consider the acquisition of real property for a public purpose and matters directly related to the acquisition at 6:55 P.M. second by Councilmember R. Waters. motion carried.

MOTION by Councilmember R. Waters, second by Councilmember Kudla to reconvene in open session and close the meeting at 7:35 P.M. Motion carried.

Respectfully submitted,

Debra Valentine-Smith
Town Administrator