

CHARLESTOWN COMMISSIONERS' MEETING

September 12, 2006

Minutes - Amended

Meeting commenced at 6:30 p.m. with Commissioners Gell, Letts, Sheets and Williams in attendance. Commissioner Vandervort arrived at 6:57 p.m.

Minutes were read and a an addition of Commissioner William's comments during New Business regarding Dr. Gell's attendance at the MML Conference to give a report will be added. Commissioner Williams made a motion to approve the minutes. Motion carried 4-0.

Robert Corn of Miller Environmental presented his monthly report. The fresh air exchange system is covered with plastic in the winter because the heaters are small. It will be repaired. The thermostat on Heater 1 will be replaced. We will also repair and cover piping for the pump. The sample refrigerator can be used to store things. New alkalinity and hardness test kits will be purchased. Soda ash day tank that has a hole in it will be left where it is and it will be labeled.

Meter reader estimates were reviewed. Mr. Corn recommended the Sensus meter reader. He said that it is compatible with all utility programs and it is the same manufacturer as the meters. Dr. Gell moved to purchase the Sensus meter reader. Motion carried 5-0.

Stanley Hearne and Henry Burden gave the Commissioners a list of the building permits currently open. Discussion was made about 338 Colonial Drive issue where a resident has not removed the deck that was put on without permission. A written warning is being sent. Concerning 630 Water Street, the Fire Marshall must inspect and pass before allowing the rental property to convert to the Boys and Girls Club. Commissioner Williams asked that issue dates be included in the building permits reports. Commissioner Williams made a motion to send a warning letter to Mr. Skrabak, 338 Colonial Dr. (Permit # 06-37) and Commissioner Sheets seconded. Motion was approved 4-0.

The Accounts Payable report was reviewed. Motion was made by Commissioner to approve. Commissioner Williams asked that the Sheriff's report reflect the correct fiscal month. Motion made to accept Accounts Payable by Commissioner Sheets. Commissioner Williams seconded. Motion passed 4-0.

New Business:

Cemetery Lots – The question by Mr. McMullen is, can we sell separate lots? After discussion it was decided to make no change to the current policy.

Maintenance Agreement for Town Hall/Post Office HVAC – Currently the existing system does not meet the needs of the building. It will be separated and a new system will be added for the Town Hall side. Motion was made to accept the Maintenance Agreement. Motion carried 5-0.

Post Office Lease - Lease request is a flat rate for 8 years. Commissioner Williams asked Commissioner Vandervort to work at setting up a meeting with postal officials about the possibility of having a separate building for the Post Office.

Charlestown Elementary sent a letter thanking the town for supporting them financially last year. They enclosed an envelope for possible contribution again this year. Last year we contributed \$1,000. Motion made by Commissioner Vandervort to give the same amount. Motion passed 5-0.

Surplus Equipment – Henry Burden discussed tractors and other surplus equipment that should be gotten rid of, but we have no method for disposing of such property. Non-operable equipment will be considered junk and should be trashed. Dr. Gell will draft a policy for the town to approve.

Report from meeting regarding tent ordinance – There are ordinances in the International Building Code. A meeting will be held again by the Fire Marshall to develop a more reasonable ordinance for use of tents.

Discussion was made about a residence belonging to Avalon Yacht Basin that is being complained about because of the mess. Commissioners recommended that the issue be referred to the Zoning Board.

Cingular Contract – Cingular is trying to negotiate a lease at a lower rate. If Commissioner Williams made a motion to keep the current lease at the higher rate. Motion passed 5-0.

**Purchase of International Building and Residential Codes (2003)
Commissioner Letts made a motion to purchase the codes.
Motion carried 5-0.**

Wedding at Veteran’s Park September 23, 2006. The couple is not asking for exclusive use. Commissioner Letts moved to approve the use of the park for the wedding. Motion carried 5-0.

**Health Benefits – After reviewing the particulars of the Coventry HMO, Commissioner Vandervort moved to approve the plan.
Motion carried 5-0.**

391 Chesapeake Road fence (Pete Williams) Commissioner Williams brought to the town's attention the fence on 391 Chesapeake Road is on town property. Dr. Gell added that the fence also blocks sight at the intersection. Motion was made by Commissioner Williams to send a letter to all residents who have structures on town property to move those structures. Motion was carried 5-0.

Signatures for Chesapeake Bay Critical Ordinance – The Ordinance has been passed by the Commissioners. It will be signed after the public meeting by the Critical Bay Commission.

Staff Training – Courses at Cecil Community College/MMCA membership (municipal clerks) Barbara would like to take Excel classes at the community college and Barbara would like to join the Maryland Municipal Clerks Association. Commissioner Letts asked that all staff have the opportunity to have training pertinent to their jobs. Motion was made to approve the Excel classes and the MMCA membership. Motion passed 4-1 with Commissioner Vandervort voting Nay.

Jess Crouch – Auditor Crouch submitted a bill for the remaining amount due based on the contract (\$2,700.00) Motion was made to not pay Mr. Crouch the remaining amount. Discussion was made that he has not completed any year's audit. If we pay him, he has no complaints. If we don't pay him, he could sue us. He refused to act as a consultant for the new auditor. Our letter

to him was asking him to submit a bill and we would pay him for work completed. Motion passed to not pay Jess Crouch 5-0.

Dr. Gell brought up the information that the MML is considering legislation which would change zoning penalties from a criminal offense to a civil offense which would help municipalities enforce zoning laws through the court system. They are also looking at creating laws that enforce illegal motorized vehicle riding laws.

Henry Burden mentioned that Delegate Rudolph has let him know that there is money available for possible town projects. Delegate Rudolph would like suggestions on what type of projects the town would be in favor. Suggestions of drainage pipes on Bladen Street and walkways on Market Street. Delegate Rudolph would also like to cut the ribbon for the footbridge opening ceremony.

Motion was made to adjourn the meeting at 8:48 p.m.

Respectfully submitted by,

Barbara R. Kelly

Town Clerk