

**TOWN COMMISSIONER'S MEETING
CHARLESTOWN, MARYLAND
October 27, 2020 7:00 PM**

The meeting was called to order by President, Karl Fockler at 7:00 PM. The meeting was held by webinar. Those in attendance were Commissioners Fockler, Fields, Kronner, Letts, and Wood; Town Administrator, Wib Pumpaly; Office Manager, Janine Anotshak; Town Clerk, Debbie Myers.

The Pledge of Allegiance was led by Commissioner Letts

The minutes of the October 13, 2020 meeting were presented for approval. **Commissioner Wood moved to approve, seconded by Commissioner Fields . Approved 4-0-1 (Letts).**

The minutes of the October 21,2020 Public Safety Work Session were presented for approval. **Commissioner Letts moved to approve, seconded by Commissioner Wood . Approved 5-0.**

Accounts Payable in the amount of \$65,864.14 were presented for approval. **Commissioner Letts moved to approve, seconded by Commissioner Kronner. Approved 5-0.**

AT&T 2nd Amendment to Lease Review – Mr. Pumpaly presented the lease with the changes agreed to by AT & T highlighted for approval. We have been contacted by someone trying to buy the lease who signing the 2nd amendment will devalue the lease or the ability to sell it. Commissioner Wood stated that AT & T is asking us to reduce our lease payment and yet they are raising their prices. Commissioner Fockler stated that we don't want to lose the contract but we don't really have a confirmation that they will stay on the tower. Commissioner Kronner feels that money in the hand is better than money in the future that we might not get. If we are to get a lump sum we could do a lot of good with some programs that could be upcoming. If we table this for another two weeks, we can get a meeting with our accountant (unavailable in the last week because of COVID-19). Commissioner Kronner feels we need to further explore the buyout offer and Commissioner Fields agrees. **Tabled until we can get advise from our accountant and the interested party of the buyout and this will be an agenda item for the next meeting..**

Halloween Parade – Commissioner Wood suggested that since the weather forecast is calling for a heavy rain on Thursday, creating a mud pit at Avalon. She suggests that we have the parade starting at the Fire House and hold the rest of the festivities at Veterans Park. We don't want to cancel unless Friday is also raining heavily. The Commissioners are in agreement. Parking needs to occur in upper Avalon and around the Fire House in designated parking. If the event become cancelled because of rain, then Commissioner Wood will drive the streets of Charlestown and hand out the bags. The Perryville band and color guard will be in attendance. It is not cancelled.

Public Safety Open Discussion – Charlestown Commissioners A workshop was held to discuss the issues with the Sheriff's Department and our contract with them and the work we are

getting from them. A part time public safety officer for the town was also a topic. We talked of hiring a part-time police officer. Commissioner Fockler suggests that we could amend the code to authorize Police officers could issue tickets as well as such duly authorized persons. Commissioner Letts said we need to make sure that persons hired have the training to do the job. Commissioner Kronner stated that we have very few calls for service in this town. In the case of a mass emergency he thinks we have officer from various departments throughout the county who could respond. We mostly need coverage in the summer when people come to town and don't obey our laws. Commissioner Wood stated that there were no parking problems years ago. We have them now, because we have out of towners and our town is growing. When we said we're going to let golf carts go and now we have kids on 4 wheelers and go carts. When you say we don't have calls for service, we had a car and a truck stolen on Rte 7 yesterday in broad daylight. We have been warned that crime is going to go up, especially with COVID-19 this winter. Times are going to be tough and money is going to be tight. Those without will be looking for ways to get money anyway they can. We need to stay proactive not reactive. Commissioner Wood is in favor of a part time individual to come in. Commissioner Wood and Commissioner Letts are going to explore adding law enforcement in town. Commissioner Letts asked who was going to monitor them. Commissioner Kronner said there are companies who do nothing but monitor and issue tickets. Commissioner Fockler feels that we need to use many different ideas put together to make the Town a safer place. We hope that by next spring we hope to have somebody in place to control parking and the boat ramp. Commissioner Letts agrees with parts of what Commissioner Fockler said. Commissioner Letts wants to bring the community in on this and get their ideas as well. It is the residents money that we are planning on spending and they should have some say. Commissioner Fockler has had a conversation with Sgt. Mahan. There are still things that we can do with the Sheriff's Department to make things better.

Town Maintenance Position – Mr. Pumpaly had a series of questions he needs answered before we can advertise/interview/offer for a part time maintenance position.

Do the Commissioners remain committed on this issue and want to advertise?

Are the Commissioners comfortable with some of the applicants from last year?

Is the formation of an employment committee considered?

Where will interviews be conducted if the Commissioners decide to do so?

What are the proposed working hours?

What is the rate of pay?

What actually is this person's assignment?

Is this person expected to transition into a full-time slot?

What crafts should this person have been subjected to and have some knowledge of (plumbing, carpentry, electrical, backhoe, qualified, snow plowing)?

When would the Commissioners prefer to have this applicant begin work?

Would the Commissioners prefer to have a part-time staff person as an on-call person instead of person assigned a definitive work schedule?

Have the Commissioners considered the budgetary aspect of this addition?

Commissioner Kronner stated that we at our last meeting discussed and we may need some input from Steve to see what a part time person would need. We are still waiting on the salt pad to be framed and poured. Commissioner Fockler stated that this needs to be a priority. Commissioner

Fields talked to the maintenance guys and they think that a part time guy should probably start in the spring. Commissioner Fields feels that the salt pad might need to be contracted out. Commissioner Kronner and Commissioner Fields will work with the maintenance staff to set pay and duties. This person would not only do part time but be back up for Steve and Bob. Commissioner Fields and Commissioner Kronner will meet with Steve possibly this week. Commissioner Wood stated that we would need to readvertise as the parameters have changed since the last hiring ad.

Scott Gardens SWP – Mr. Pumpaly shared some emails between he and Chris Rogers, our assigned town engineer with AECOM regarding the management of the Stormwater Pond Gardens. In these emails there was discussion of whether AECOM could establish a plan for us to use moving forward to accomplish the management of the pond. Mr. Pumpaly feels that we need a definitive plan that encompasses all federal, state and county regulations for such facilities. He further asserts that AECOM is the company that is qualified to lay out such a plan. Commissioner Fockler stated that this does fall back on the town. Commissioner Fields asked who said the outside needed to be cut. He talked to Delegate Hornberger last Wednesday who is getting the same run around from the state and the county. Who authorized AECOM to look into this? Commissioner Fields and Commissioner Fockler do not see a need for AECOM to be involved. **Commissioner Fields moved to table any further work on the Storm Water Management Pond until the spring, seconded by Commissioner Letts.** Commissioner Fockler would like to see this pond get cleaned up and be done. The problem with delaying everything continues to grow and could damage the berm. There is a Mr. Huesler who might be willing to help pay for some of the improvements. Commissioner Fields asked if the Commissioners are willing to pay the costs to clear the property? Why are we cutting it all down? It's part of the system. Commissioner Kronner stated that with the election looming he is willing to vote with Joe and Jeff. **Approved 5-0.** Commissioner Wood asked if it would be tabled or if it was going to appear on the agenda in the next two weeks.

Town Administrator's Report

Old Business

Foot Log Bridge Update The renovations are moving along between the raindrops. The entire bridge has to be sanded.

Water Tower Refurbishment Project Update We have the Maryland General permit approved and have advertised the project in the Cecil Whig. Pre bid meetings will be on November 10th and 12 held at the Maintenance Shop. Sealed bids are due on Friday December 11th at 2:00 PM

Water Tower Lighting - The town had a contractor in to replace the aviation light on the tower. The assumption that it was a simple burned out bulb. However, it has been discovered that the control panel is broken. The cost to replace is over \$10,000.00. The current system is 30 years old. The cost to repair and to find parts makes it more feasible to replace the panel. Our contractor is getting quotes on repair and replacement if the parts are available.

Property Violation Procedure Mr. Pumpaly shared an email chain with Mr. Beste and Mr. Lightner concerning the properties at 207 Black Avenue, 423 Chesapeake Road, and 619 Bladen Street. All are designated as properties in violation of building codes. Commissioner approval is needed for the following:

Mr. Beste would like to file all three properties at one time as it will save the town funds by doing so. This proposal then includes sending letters and citations to all three properties in approximately 2 weeks (when the deadline for 207 Black Avenue to remedy the current violation by applying for permits is past, so that all three can be filed together

Mr. Beste and Mr. Lightner also recommend that the letters and the citations be served by a process server as registered mail can be at this time be signed for by the carrier because of COVID-19 and a defendant could in essence state to a judge that their signature is not affixed and so therefore they had not received the letter/citation. This will be an added cost of the action.

Mr. Beste also recommends that while the \$500.00 penalty is applied daily and each day not remedied constitutes a further violation, a letter will be sent that the citations will be sent monthly with the accrued penalties added daily each day and calculated for the letter at the end of the 30 days. If the violator were to remedy the situation before the next month ends, the penalty would be calculated with an end on the day of remedy.

Commissioner Letts moved to file the suits on 423 Chesapeake Road, 619 Bladen Street, and 207 Black Avenue at the same time, use a process server, and serve the citations and letters on a monthly basis, seconded by Commissioner Kronner. Approved 5-0.

New Business

Md Rt. 7 Closure We have been advised that the State Highway will be closing Rte 7 in the Spring of 2021 between Charlestown and North East which will cause not only traffic interruptions but possible obstructions for emergency vehicles needing to use this corridor. This will be to do repairs on the Peddler's Run Bridge

Water Main Break The town experienced a major water leak caused when Comcast contracted contractors punched through a 12" main on Clearview Avenue at Delaware. This caused the tower to drop from 33' to 5.9' before valves could be turned to stop the flow at the break. Mr. Pumpaly shared a partial list of the damages accrued so far. He is working with Chris Comer of Comcast on reimbursement of our damages now totaling over \$18,000.00.

There being no further business before the board, **Commissioner Kronner moved to adjourn the meeting, seconded by Commissioner Fields. Approved 5-0.**

Respectfully submitted,
Debbie Myers