

TOWN COMMISSIONER'S MEETING
CHARLESTOWN, MARYLAND
November 13, 2018

The Town Meeting was called to order by President, Joseph Letts at 7:00 pm. Commissioners present were Joseph Letts, Jeffery Fields, Lou Wood and Patricia Clements. Commissioner Karl Fockler was absent as was Town Administrator Wib Pumpaly.

Pledge of Allegiance was led by Rosalyn Bott

Approval of the Minutes of September 25, 2018 Commissioner Clements moved to accept the minutes, seconded by Commissioner Wood. Approved 4-0.

Accounts Payable Review – Accounts payable in the amount of \$138,286.03 were presented for approval. Commissioner Wood moved to approve, seconded by Commissioner Clements. Approved 4-0.

Tangible Personal Property Tax Resolution A resolution was presented to state that we will only bill those personal tangible over the amount of \$15.00. Above that we would continue to bill. Commissioner Wood moved to approve and Commissioner Clements seconded. Approved 4-0.

Audit – Mr. Trinofa was in attendance to state that the audit was finished and was as clean as a report can be which is good. The general fund moved its way out of the deficit. We are about \$16,000 in the positive. The utility fund broke even in operating expenses. The connection fees and interest grew by \$200,000. We have budgeted for FY 19 to save in the utility fund of 140,000 to 150,000. In the current year there are a couple of expenses that we had not planned for. Mr. Trionfo asks for a budget amendment to reflect the costs of these expenses and the also the grant and insurance revenue. We have spent more money in utility repairs than we thought at this point. Also in streets. We have spent more than 50% of the budget so far in those two expense areas and we will keep a close eye on those categories. Other than that, things to be on track. Cash wise we are doing fine. Commissioner Fields commended Mr. Trionfo on his work for the town.

Miller Environmental October 2018 - Mr. Josh Griffith sent the following in a written report. A total of 2,445,000 gallons of water was produced with an average daily production of 78,871 gallons. No submitted samples tested positive for coliform. Weekly housekeeping and weekly and monthly maintenance was performed. In addition, 13 Miss Utilities were completed. Leak checks were performed at 420 Charlestown Place, 15 Credence Court, 87 Revelation Road and 410 Taker Lane. No leaks were detected at these locations. A leak was found at 109 Cecil Street and the water was turned off as it is a vacant lot. 3rd Quarte meter readings were completed. Hydrant flushing was completed and a list of work/repair needs was passed on to the town Administrator. 1 Settlement read was performed. Meter reads were performed at 535 and 537 Bladen Street for settlements. Miller directed isolation for water main valve leaks on 10/16 and 10/18 Isolated intersection with 100% success for valve repairs on 10/25. Flushed hydrant near 156 Cool Springs. Cleaned soda ash pump check valves as necessary. Soda ash pump discharge piping was repaired by a local contractor. A leak was found and reported at 34 Carpenter's Point Road. Verified water supply through meter at 223 Conestoga. Commissioner Fields commended Mr. Griffith for his work for the town.

Cecil Co. Sheriff's October Report – No report submitted

Home Partnership Inc. Avalon Property, et. Al - Tabled

Town Administrator's Report

Old Business

Avalon Property Survey We have received quotes for a survey of the designated property. The campground is also getting their own survey.

Proposed Maintenance/Salt Storage Building Tabled

Lease Extension Lee's Marina Tabled

Technology for the Maintenance Supervisor The tablet has been purchased and we are in the process of getting it set up and have ordered a case. Once that comes in the Maintenance Supervisor will have it and start to use it. A project manager software has been added that the commissioners will be able to access.

Golf Carts v. Town of Charlestown Tabled

New Business

Stormwater Engineering for Charlestown – A Discussion with KCI Ms. Antoshak met with Debbie Phiel and David Black who will be heading up our project. The workers will be in visible vehicles labeled KCI and with letters so that residents will know that they are working for the town. The Town Hall staff will also alert residents when they are going to be here as we know it. We will have a kickoff meeting in January with Megan? The grantor. There will be several educational meetings as that is part of the grant. We will end up with a map book that shows all the stormwater components. We already have some calendar events, the rain garden, Earth Day, the green fest, the Wade In

Charlestown "Wade In" Event June 15th or June 22nd This was a successful event for us in 2017. We have been asked to host again. This will be part of our community outreach. We are open to hosting this event. We will vote after the date has been set by the county.

Express Messaging System This is an emergency alert system that comes into your text messaging. The cost is \$1500 a year for up to 1500 contacts. with a \$350.00 set up fee. This will be a continued item for the next meeting.

Holiday Events The dates have been set up for the Commissioner's Holiday party and the Annual Tree lighting will be the weekend of December 7 & 8. We are also participating in Wreaths across America on the 15th.

Public Comment

Rosie Bott – I know that some of you are against golf carts, but many in town are for golf carts, so please consider carefully.

Prosper Boudart – No comment

Steve Henson – He lives at 34 Carpenter’s Point Road. He got a high water bill due to a leak in his meter. He is still experiencing a lot of air in the lines. When you have air in the lines it causes the meter to spin faster. His concern is that when the hydrant are blowing the lines it might be damaging the lines. He would like to see his bill reduced to minimum. Commissioner Letts said that we would look into it. He also said that he has a property that the water is turned off and he still receives a minimum bill. He would like to see a reduced bill for situations like this. Commissioner Fields said that we do need to look into a way to charge less for those who do not use water at the minimum rate.

Pauline Bryant – She does not see why the agenda shows Town of Charlestown vs. golf carts.

Don Hess – He hopes to have the opportunity to show his stormwater problems during the KCI study.

Jeffrey Fields - He is receiving a lot of calls about bulk. Why not go back to twice a month? Since it seems that we are going to two days anyway.

There being no further business, Commissioner Wood moved to adjourn the regular meeting seconded by Commissioner Fields at 7:50 PM. **Approved 4-0.**

Respectfully submitted by: Debbie Myers, Town Clerk