

Town Commissioners of Charlestown
Post Office Box 154
Charlestown, Cecil County, Maryland 21914

Phone 301 - 287 - 6173

WORKSHOP MEETING

JUNE 24, 1980

The workshop meeting of the Board of Town Commissioners held on June 24, 1980, was called to order by President Roger A. Herron. Other Commissioners present were: David A. Jarinko, John A. Styer, and Charles S. Wright. Commissioner Grace H. Smith was absent due to illness.

Circuit Rider - Town Administrator

Wilmaco will submit the final application for a Circuit Rider-Town Administrator with a possible target date of January 1st for hiring. This application is for one year with the possibility of 3 years assistance at decreasing levels. The Board of Town Commissioners previously committed Charlestown to \$518.50 for the first year toward this project.

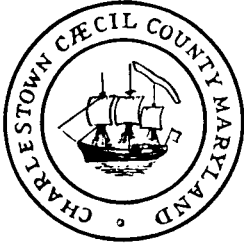
Boat Ramp

The Department of Natural Resources responded to a letter from Mr. Thomas F. Comber, representing Avalon Yacht Basin concerning the construction of the public boat ramp in Charlestown and question of the ownership of the property on which the project is to be constructed. The Town is required to file application for permits from the Water Resources Administration and the Corps of Engineers after which a public hearing will be held and adjoining property owners notified.

There was some discussion on the feasibility of a public boat launching ramp concerning control over the use and operation, ample room for parking, etc.; and the revenue to the Town if the property would be re-released to Avalon Yacht Basin. No further action was taken at this time.

Charlestown Manor Beach Camp

The Town has denied the application of James A. Martin of Charlestown Manor Beach for additional units to the camp due to the Board of Health restrictions. Before approving additional sites, they must be connected to public sewage. (See letter (copy) from Cecil County Board of Health to Mr. Martin of Charlestown Manor Beach.)



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W. Baker, Att'y. - Avalon Yacht Basin

A telephone call from Walter Baker, Town Attorney, stated that Charlestown won their case in the Court of Appeals with Avalon Yacht Basin concerning the pumping station.

R. Tatman - FHA (Acct. Balance)

Russ Tatman, Town Engineer, has requested from FHA, the remaining balance of \$4,530.37 on the Charlestown Sewage project due to cost overruns.

M. Weaver - Auditor

A letter of confirmation was received from Michael Weaver, C.P.A. His fee will be based on time spent on examination and will not exceed \$2,000.00.

County Commissioners - Allocation to Municipalities

The County will allocate to the municipalities that share of State Aid for Police Protection, supplemental grant, as is appropriated to Cecil County based on the population of the municipalities. Charlestown's share will be \$1,232.00.

Md. Department of Transportation - State Hwy. Administration

A check for the month of April, 1980, Hwy. User Revenue, in the amount of \$1,195.94 was received from the State Highway Administration.

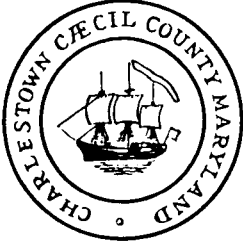
Ceta II-D - PSE Program

The Town of Charlestown will apply for 2 Ceta II-D, PSE program positions. The priority job listing will be (1) Maintenance and (2) Clerk-Typist. The regular procedure for reporting, etc., will apply.

David A. Jarinko moved that the meeting adjourn, seconded by John A. Styer. All in favor, oppose none. Meeting adjourned 9:30 P.M.

Respectfully submitted,

Doris Berry, Town Clerk



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Post Office Box 154
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REGULAR MEETING

JUNE 10, 1980

The regular meeting of the Board of Town Commissioners held on June 10, 1980, was called to order by President Roger A. Herron. Other Commissioners present were: David A. Jarinko, Grace H. Smith, John A. Styer and Charles S. Wright. Also attending were: Ms. L. Huber, Avalon Yacht Basin; Robert Shockley and Carl Brostrand.

Preapplication for FmHA Water & Waste Loan & Grant

On a motion by Charles S. Wright, seconded by Grace H. Smith, the Board of Town Commissioners authorized President Roger A. Herron to sign the preapplication for FmHA Water Loan and Grant monies for the construction of water facilities in the Town of Charlestown.

Boat Ramp

At the recommendation of Russ Tatman, the Board of Town Commissioners approved a motion by Grace H. Smith, seconded by John A. Styer to have President Roger A. Herron sign application for construction permits from Corps of Engineers and the Water Resource Administration.

FHA - Remaining Balance

On a motion by Charles S. Wright, seconded by John A. Styer, Russ Tatman on behalf of the Town, will send a letter determining an overrun of \$25,381.83 of the Charlestown Sewer Project to FHA to obtain the release of the remaining balance of \$4,530.37 to the Town of Charlestown.

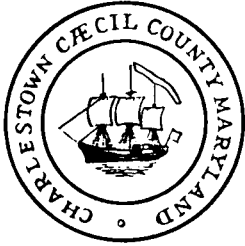
Robert Shockley - Carl Brostrand

Mr. Robert Shockley ask that the Board of Town Commissioners replace his bulkhead that was removed in trying to solve the sand fill in the problem at the Foot Bridge.

President Roger A. Herron stated that the Board would review Mr. Shockley's request and contact him with an answer.

Budget

On a motion by John A. Styer, seconded by Grace H. Smith the Board of Town Commissioners approved the annual budget for fiscal year 1980-81 as written; 5 - 0.



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Vice President

By secret ballot, Charles S. Wright was elected Vice President of the Board of Town Commissioners of Charlestown replacing Roger A. Herron who was elected President. Votes received Charles S. Wright - 4; Grace H. Smith - 1.

Resident Trooper Program

After a lengthy discussion, John A. Styer moved that the Resident Trooper Program be continued for FY 1980-81. Motion was seconded by David A. Jarinko and approved 5 - 0.

Ms. Huber - Avalon Yacht Basin

Ms. Huber asked that the Board of Town Commissioners do something about the harassment Avalon Yacht Basin has been given by the Camp site next to them.

President Roger A. Herron stated the Board would do what they could, but he felt it was a civil suit.

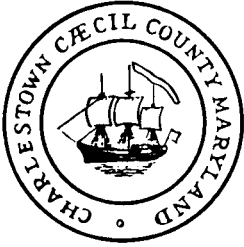
Accounts Payable

On a motion by Charles S. Wright, seconded by John A. Styer, all Accounts Payable were approved for payment 5 - 0.

Meeting adjourned 11:05 P.M.

Respectfully submitted,

Willard Pinder



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WORKSHOP MEETING

MAY 27, 1980

The workshop meeting of the Board of Town Commissioners held on May 27, 1980, was called to order by Commissioner Charles S. Wright in the absence of President Roger A. Herron, who was ill. Other Commissioners present were: David A. Jarinko, Grace H. Smith, and John A. Styer.

Town Connection into Regional System

A letter from Russ Tatman, Town Engineer, stated that Charlestown's connection into the Regional System will not be included in the County's application, due to federal and state regulations creating obstacles that would not be in the best interest of the County.

President Roger A. Herron signed and forwarded the project information sheet relating to the proposed Step IV Construction Grant for connection of the existing sewer system to the Northeastern Regional System, to the Department of Health and Mental Hygiene.

Upper Shore Aging Housing Corp.

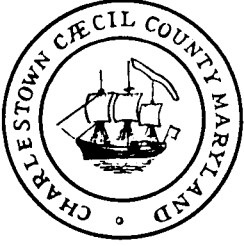
Commissioner Charles S. Wright will write Clemens Gaines, President of Upper Shore Aging Housing Corp., rejecting his offer to develop apartments in Charlestown without subsidy allotments. The Board of Town Commissioners felt \$500.00 to \$600.00 per month plus utilities would be too expensive for elderly residents of Charlestown and would be of no benefit.

I. Galloway - Town Taxes

Mr. Isaac Galloway requested the Board to accept partial payments on his 1979 Town Tax and delinquent Sewage bill. This request was denied as all tax bills had been sent to the Cecil County Treasurer's office for collection before the deadline of April 30, 1980.

MML - Proxy Vote

President Roger A. Herron will delegate a proxy vote to North East as Charlestown will be absent from the MML Convention in Ocean City.



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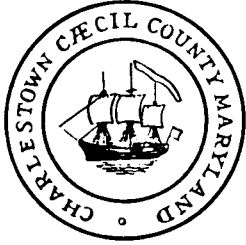
MML - General Revenue Sharing

On a motion by Commissioner Grace H. Smith and seconded by Commissioner John A. Styer, the Board of Town Commissioners will endorse the MML in lobbying for an increase in General Revenue Sharing. Motion approved
4 - 0.

Meeting adjourned at 11:45 P.M.

Respectfully submitted,

Willard Pinder



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REGULAR MEETING

MAY 13, 1980

The regular meeting of the Board of Town Commissioners held on May 13, 1980, was called to order by President Roger A. Herron. Other Commissioners present were: Grace H. Smith, John A. Styer and Charles S. Wright. Also attending: David A. Jarinko and Leon E. Beal.

Roger A. Herron, President, gave the oath of office of Town Commissioner to David A. Jarinko to fill the unexpired term of Peter M. Williams, who resigned. Commissioner Jarinko's term will expire January, 1982.

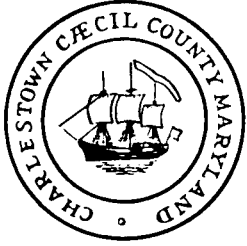
Washington St. Force Main

Copies of letters from Frederick Ward, Consulting Engineer, to Barry Belford, Director of Cecil County Public Works; and from James A. Ryan, Engineer of Cecil County Public Works to Russ Tatman, Town Engineer for Charlestown, was received and it appears the force main right-of-way on Ogle Street between Charlestown Place and Chesapeake Road will not be a problem as it is in fact a right-of-way even though not an open street.

It is uncertain at this time that the Charlestown connection will be a part of the County's force main contract. It has been suggested that the Town apply for a Step 4 Grant for the tie-in design and construction. More detailed information will be forthcoming shortly from Russ Tatman, Town Engineer.

Town Administrator - Circuit Rider

The Town of Charlestown is supporting the pre-application of Wilmapco for funding for a circuit riding town administrator for the towns of Charlestown, Chesapeake City, Port Deposit and Rising Sun. The Town to provide \$518.50 in cash towards the project plus providing services and facilities such as office space, telephone, etc. The pay scale would range from \$15,000.00 to \$18,000.00 with the federal government bearing 50% of the cost and the other 50% paid proportionally by the four Towns.



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Sewer Extension - Final Payment

A check for \$25,552.00 was received as final payment on the sewer extension grant and was applied to the principal of loan #16372 at the First National Bank of North East.

Boat Launching Ramp

A letter was received from the State of Maryland, Department of Natural Resources, advising that the request for a \$25,000.00 grant from the Waterway Improvement Fund for construction of a boat launching ramp and catwalks has been approved and funds will be available July 1, 1980.

Hud - Block Status

A Housing Rehab Update of May 2, 1980, was received. Two grants, one in Charlestown and one in Port Deposit has already been processed and approved due to an emergency nature. Work is progressing on the other applications.

Urban Waterfront Planning Program

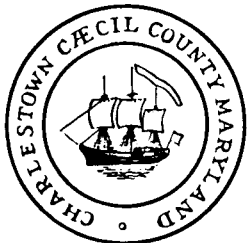
The application for the Urban Waterfront Planning Program was denied and an apology extended. The grants are available for planning only and does not include construction which was what the Town was actually applying for.

Zoning Ordinance

Mr. H. Behre of the Maryland Technical Advisory Service is reviewing the zoning ordinance and will make some adjustments without changes.

L. Handy - Waiver of Sewage User Fee

A letter was received from Mrs. Lulu Handy requesting a second waiver of the sewage user fee on parcel 180, a property that is unliveable. The Town needs to use every legal aspect to have residents improve, sell or remove property that is in unliveable condition.



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Charles S. Wright made a motion that Mrs. Lulu Handy be advised that upon receipt of a letter of Intent, making property liveable or removing same, a waiver will be considered for an additional six months (2nd & 3rd quarters '80). Motion seconded by Grace H. Smith and approved 5 - 0.

Dean Witter Reynolds Acct. - Authorized Signatures

On a duly made motion by Commissioner Charles S. Wright and seconded by Commissioner Grace H. Smith, and passed 5 - 0 on May 13, 1980, it is hereby resolved that the authorized signatures on account no. 4216601 shall be Roger A. Herron, President and John A. Styer, Treasurer.

Dean Witter Reynolds Acct. - Balance

The balance in the Dean Witter Reynolds account no. 4216601 is \$56,685.80. \$3,000.00 from the Sanitation-Sewage Account is to be deposited to earn interest on this account.

Accounts Payable

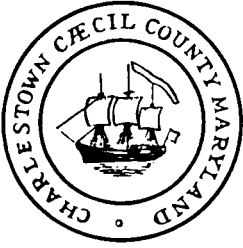
Grace H. Smith made a motion that all bills be paid, seconded by John A. Styer and passed 5 - 0.

Avalon Yacht Basin, Inc.

Walter Baker, Town Attorney, will reply on behalf of the Town to a letter from Thomas Comber III representing Avalon Yacht Basin, advising interest in executing a new lease with the Town of Charlestown on the town owned ground at Louisa Lane for \$100.00 per month. This is the site of the recently approved Town Boat Launching Ramp, therefore, the Town will not lease this ground.

I/I Analysis

A letter received from the State Clearing House stated that an Infiltration/Inflow Analysis for the Town of Charlestown is not required. The Town feels that a study is needed and before applying for a grant to conduct a study, will explore the cost and pursue the rental of flow meters to try to correct the problem.



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REGULAR MEETING

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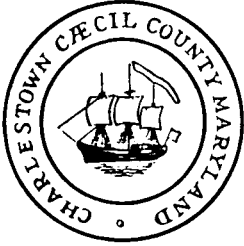
Maryland State Police - Resident Trooper Contract

The Town has been informed by letter from First Sergeant William LeFevre of the Resident Trooper Unit that the cost to the Town of the Resident Trooper Program for Charlestown will be \$28,662.00. This reflects an increase of \$5,197.00 (in excess of 22%).

Grace H. Smith moved the meeting adjourn, seconded by John A. Styer and passed 5 - 0. Meeting adjourned 9:30 P.M.

Respectfully submitted,

Doris Berry
Doris Berry, Town Clerk



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SPECIAL MEETING

APRIL 29, 1980

A special meeting of the Board of Town Commissioners held on April 29, 1980, was called at the request of President Peter M. Williams. Other Commissioners present were: Roger A. Herron, Grace H. Smith, John A. Styer and Charles S. Wright. President Peter M. Williams called the meeting to order.

Resignation - Peter M. Williams

A letter of resignation dated April 29, 1980, and effective midnight April 30, 1980, was submitted by President Peter M. Williams and accepted with deep regret by the Board of Town Commissioners. He cited personal reasons for his resignation and thanked the Board for their cooperation during his term of office.

President Williams ask the Board to continue to work together on behalf of the best interest of the Town, and wished them continued success.

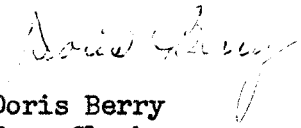
Roger A. Herron, Vice President will assume the office of President.

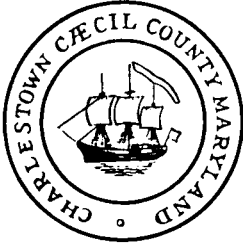
Vacancy - Bd. of Town Commissioners

After due consideration, Roger A. Herron moved that David A. Jarinko be appointed to fill the unexpired term of Commissioner Peter M. Williams. Motion seconded by John A. Styer and approved unanimously 5 - 0. Mr. Jarinko is hereby appointed Town Commissioner for the Town of Charlestown. His term will terminate January, 1982.

Meeting adjourned 8:15 P.M.

Respectfully submitted,


Doris Berry
Town Clerk



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WORKSHOP MEETING

APRIL 22, 1980

The workshop meeting of the Board of Town Commissioners held on April 22, 1980, was called to order by Vice President Roger A. Herron in the absence of President Peter M. Williams who was working. Other Commissioners present were: Grace H. Smith, John A. Styer and Charles S. Wright. Also attending was Russ Tatman of Tatman & Lee Associates, Town Engineer.

County Force Main - Regional System

Russ Tatman met with Jim Ryan and Barry Belford of Cecil County Public Works who will contact the State to determine the feasibility of having the Charlestown connection to the Regional System as a part of the County Force Main Project, as long as Charlestown pays their portion of the cost less grant.

Russ Tatman will also try to get (1) a construction schedule of the connection to the system for Charlestown at a meeting with the State and Barry Belford, County and Frederick Ward, Consultant for the County, April 28th; (2) paving of Ogle Street after construction is completed in that area; and when the Lagoon is phased out, what the (3) minimum health risk and (4) minimum cost would be for a recreational area such as fishing or ice skating.

Boat Ramp

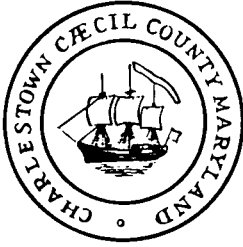
Russ Tatman has received word that the \$25,000.00 grant for the Boat Ramp application at the end of Louisa Lane has been approved and could be signed within a day or two. After the signing is completed, Russ Tatman will complete and set up bids.

Urban Waterfront Planning Program

No final decision has been reached as of April 22nd, the State receiving more applications than anticipated.

Water Project

As President Carter has frozen all FHA funds until October 1st, Russ Tatman suggested filing a pre-application for approval after October 1st and to go ahead and get permission to test the water at the



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WORKSHOP MEETING

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Charlestown Elementary School area.

Roger A. Herron moved that Russ Tatman proceed with a pre-application for a grant for the water system with the understanding we are under no obligation to proceed with a water system or acceptance of a grant at this time. Motion seconded by Grace H. Smith and approved 4 - 0.

I/I Analysis

Russ Tatman will explore the cost and pursue the rental of 5 to 7 meters to be put in manholes to try to find the problem and correct I/I into the sewage system before applying for a grant.

Sewage Extension - Final Payment

A check for the final payment should be received from the State within the next two weeks. Final payment to be applied to the loan at the North East Bank.

Hud - Block Grant Status

Work is proceeding and a meeting will be held in Perryville, Wednesday night, April 23rd. Charles S. Wright and Grace H. Smith will attend.

Md. Depart. of Transportation - Hwy. User Revenue

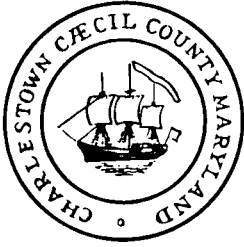
A check for \$815.18, Highway User Revenue for the month of February, 1980, should be received by the end of April, 1980.

Special Meeting - April 29th

President Peter M. Williams has called a Special Meeting of all Commissioners, April 29th at 7:30 P.M.

Dean Witter Reynolds Acct.

The summary statement of the Dean Witter Reynolds Account for 4-1 to 4-15 was received and the dividends for that period were \$416.03, making total dividends so far this year \$2,363.97.



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WORKSHOP MEETING

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Charlestown Zoning Ordinance

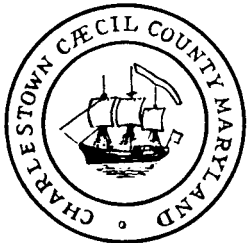
Work on revision of the Zoning Ordinance by the Planning & Zoning Commission has been completed. After much discussion the concenses of opinion was that a sub-division ordinance should be added relating specifically to new development. The Planning and Zoning Commission will pursue adaptition of a subdivision ordinance, received from the Maryland Technical Advisory Service, to meet the requirements of Charlestown.

John A. Styer made a motion to adjourn. Motion seconded by Grace H. Smith and carried 4 - 0. Meeting adjourned 11:00 P.M.

Respectfully submitted,

A handwritten signature in cursive script that reads "Doris Berry".

Doris Berry
Town Clerk



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REGULAR MEETING

APRIL 8, 1980

The regular meeting of the Board of Town Commissioners held on April 8, 1980, was called to order by Vice President Roger A. Herron in the absence of President Peter M. Williams, who was working. Other Commissioners present were: Grace H. Smith and John A. Styer. Absent was Commissioner Charles S. Wright on holiday vacation. Also attending was Robert Phillips.

Urban Waterfront Program - 1980 Grant Program

Motion was made by John A. Styer, seconded by Grace H. Smith and carried to approve Resolution 80-2-R; resolution endorsing application for Urban Waterfront Planning Program Assistance and authorizing local contribution. Limits of \$15,000. for total grants requested, and \$750. for the local matching contribution were also imposed. Approval 3 - 0.

Robert Phillips

Mr. Robert Phillips stated that the Boy Scouts would be picking up trash this Saturday from the streets of Charlestown and asked that the Boy Scouts have permission to put the trash in the Town truck.

Roger A. Herron advised Mr. Phillips the Town would be more than happy to cooperate with the Boy Scouts in this project.

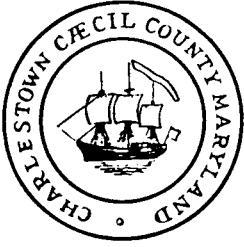
Mr. Phillips also asked that the Board act on the following problems:

1. The pipe on Ogle Street is clogged with leaves and needs to be cleaned.
2. That the Town ask the State Department of Transportation to open ditches along the State road running thru the Town to prevent mud from being washed into the streets when it rains.
3. That the Town do something about trash being dumped on Md. Route 267 at the west end of Town.

Roger A. Herron stated the Board will do everything it can to eliminate these problems and asked Mr. Phillips to call the Town Hall when he sees projects which need attention.

Accounts Payable

John A. Styer motioned to pay all outstanding bills presented for payment. Motion was seconded by Grace H. Smith and approved 3 - 0.



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REGULAR MEETING

APRIL 8, 1980

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Bicycle Grant Program

Commissioner John A. Styer will review the bicycle grant program and consider the possibility of Charlestown applying for such grant monies and report back to the Board.

Delinquent Taxes

Delinquent Taxes are required to be reported to the Treasurer of Cecil County on or before April 30, 1980.

Municipalities Share - State Aid for Police Protection

A letter was received from the Cecil County Commissioners concerning municipalities share of State Aid for Police Protection. The county will pass on to the Town of Charlestown, effective July 1, 1980, those monies which represent Charlestown's share of the supplemental State Aid for Police Protection funds. The amount to be received is unknown at this time.

Hwy. User Revenue

A letter dated April 7, 1980, from Senator Walter Baker stated the Town's share of Highway User Revenue will increase from 75% to 87.5% starting July 1, 1980.

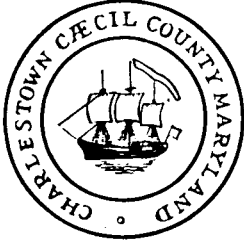
Dean Witter Reynolds Account

The balance in the Dean Witter Reynolds Account is \$67,894.32 of which \$1,947.94 is interest earned during the first three months of this year.

Meeting adjourned 9:05 P.M.

Respectfully submitted,

Willard Pinder



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WORKSHOP MEETING

MARCH 25, 1980

The workshop meeting of the Board of Town Commissioners held on March 25, 1980, was called to order by Vice President Roger A. Herron in the absence of President Peter M. Williams, who is out of town on vacation. Other Commissioners present were: Grace H. Smith, John A. Styer and Charles S. Wright.

Sewerage Extension

A letter dated March 20, 1980, from Clifford Johnson, Grant Administrator, confirmed the correct amount Charlestown will receive as \$25,551.89. On a motion by Charles S. Wright, seconded by John A. Styer, the Board of Town Commissioners unanimously voted to accept \$25,551.89 as final payment from the State of Maryland.

MML Convention - Door Prize

The Town of Charlestown will donate a memento from Colonial Charlestown to the 1980 MML Convention.

On a motion by John A. Styer, Roger A. Herron will contact Colonial Charlestown to select a suitable prize to donate. Motion seconded by Grace H. Smith and passed 4 - 0.

Model Ordinances

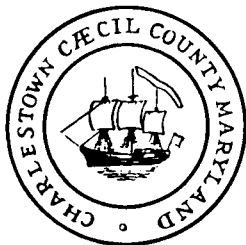
Starting April 15, 1980, the Board of Town Commissioners will meet the 1st and 3rd Tuesday of each month to work on the Model Ordinances for Charlestown. Because of the MML dinner meeting April 15, 1980, the next Model Ordinance meeting will be April 14, 1980.

Right-Of-Way - Route 7

It was the consensus of the Board of Town Commissioners to pursue resolution of the Right-of-Way with Mrs. Willadean Eller, possibly through the purchase of Mrs. Eller's property by the Town of Charlestown.

Urban Water-Front Planning Program

Charles S. Wright motioned that Roger A. Herron and Grace H. Smith prepare application for Funds under the Urban Water-Front Planning Program for the Charlestown Recreation Park. Motion seconded by John A. Styer and passed.



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WORKSHOP MEETING

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North East Bank - Interest Rate

As of March 10, 1980, the First National Bank of North East raised the Interest Rate on Charlestown's note #16372 from 8% to 10%. The Board of Town Commissioners have no recourse except to pay the increase.

Sewage User Fee

On a motion by Roger A. Herron, the following intent and policy was proposed to clarify and reinforce a previous ruling (November 27, 1979) for handling requests for waivers of Sewage User Fees for unliveable property.

Intent

Although it is the intent of the Board of Town Commissioners to promote the maintainance and necessary repair of dwellings in the Town of Charlestown legally and morally available, by any method and to meet the obligations required to maintain the sewage system on a financially secure basis, it is also the intent of the Board not to create any undue hardship on any residents of the town.

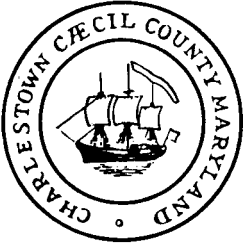
Policy

Upon application from a property owner, the Board of Town Commissioners will consider a waiver of the sewage user fee for property that is unliveable. The Board of Town Commissioners may waive the sewage user fee for a period not exceeding six months provided the applicant demonstrates good faith in making necessary repairs to make the house liveable. Upon termination of a waiver, a property owner may re-apply for another waiver. Progress in making necessary repairs during a previous waiver period will be considered in approval of any subsequent waivers.

Motion seconded by Charles S. Wright and approved 4 - 0.

Betty McMullen - Sewage User Fee

On a motion by Roger A. Herron, in reply to a request by Mrs. Betty McMullen, the property owned by her on Chesapeake Road will be exempt from sewage user fees for a period not to exceed six months due to its



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unliveable condition. The property will be exempt starting April 1st.
Motion seconded by Charles S. Wright and passed 4 - 0.

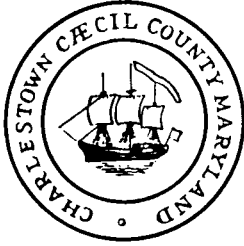
Boat Slips

On a motion by Roger A. Herron, the Town's Boat Slip rentals will be increased from \$40.00 to \$50.00 a year. The motion was seconded by Grace H. Smith and passed 4 - 0.

There being no further business, meeting adjourned 10:05 P.M.

Respectfully submitted,

Willard Pinder



Town Commissioners of Charlestown
Post Office Box 154
Charlestown, Cecil County, Maryland 21914

Phone 301-287-6173

REGULAR MEETING

MARCH 11, 1980

The regular meeting of the Board of Town Commissioners held on March 11, 1980, was called to order by Vice President Roger A. Herron in the absence of President Peter M. Williams, who is still convalescing from recent surgery. Other Commissioners present were: Grace H. Smith, John A. Styer and Charles S. Wright.

On a motion by John A. Styer, the minutes of the work session meeting, February 26, 1980, were approved as written. Motion was seconded by Roger A. Herron and passed 4 - 0.

Hud - Block Grant Status

On March 6th and 8th, applications from homeowners wishing to participate in the Cecil County Municipal Housing Consortium's home improvement program were taken in Charlestown.

Charles S. Wright stated that Charlestown had 16 applicants file March 6th and 1 applicant filed on March 8th.

Bureau of Census

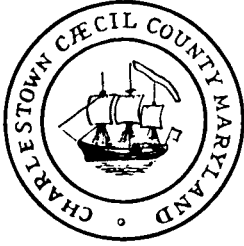
A letter from Vincent P. Barabba, Bureau of Census Director, stated that Charlestown as all municipalities will receive only one review of the population and housing counts, instead of the previously planned two (one before the census and one after). Local review will now take place in the summer of 1980.

Accounts Payable

After review and discussion, John A. Styer motioned that the Accounts Payable for February be paid and that the following transfers be made into the Dean Witter Reynolds Account: from General Acct. \$3,000.00; from Special Acct. \$2,000.00; from Ceta Account \$2,500.00. The motion was seconded by Grace H. Smith and approved 4 - 0.

Ellis Rollins/Avalon Yacht Basin

A letter from Ellis Rollins, representing Avalon Yacht Basin was received February 28, 1980, requesting to lease the adjoining property to Avalon Yacht Basin. On a motion by Grace H. Smith, seconded by Charles S. Wright, the Board of Town Commissioners approved President Peter M. Williams response declining the offer, as the Town is planning to install a public boat launching ramp on this site. Motion passed 4 - 0.



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REGULAR MEETING

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Maryland Municipal League - Municipality Annual Dues

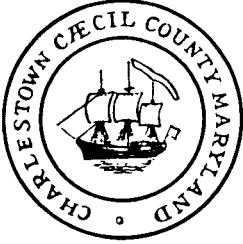
The Maryland Municipal League has enacted an annual membership fee of \$10.00 per municipality for the fiscal year July 1, 1979, to June 30, 1980, and thereafter to offer monetary assistance to guest speakers for travel expenses, etc.

A motion by John A. Styer to pay the membership fee was seconded by Charles S. Wright and approved 4 - 0.

John A. Styer made a motion, seconded by Charles S. Wright to adjourn the meeting. Motion approved 4 - 0 and the meeting adjourned at 10:45 P.M.

Respectfully submitted,

Willard Pinder



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WORKSHOP MEETING

FEBRUARY 26, 1980

The workshop meeting of the Board of Town Commissioners held on February 26, 1980, was called to order by Vice President Roger A. Herron. Absent was President Peter M. Williams, recovering from surgery. Other Commissioners present were: Grace H. Smith, John A. Styer and Charles S. Wright.

C C Wastewater Treatment Facility-Washington St. Force Main

Russ Tatman, the Town Engineer, will meet with James Ryan, the Design Engineer for the Wastewater Treatment Facility at Seneca Point, Thursday, February 28th to discuss the discrepancies and problems concerning the Washington Street Force Main through Charlestown and our connection to the Main.

Sewage Extension - Final Payment

A letter prepared by Russ Tatman was sent to Mr. Ted Glodek, Jr., February 25, 1980, disagreeing with the budget set forth January 30, 1980, from C. D. Johnson, Grant Administrator.

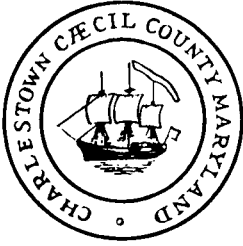
Mr. Tatman believes the correct amount to be reimbursed to the Town is \$27,764.29 versus the budgeted amount of \$3,317.50 as stated in Mr. Johnson's letter.

Sewage Flow Data - I/I Analysis

After review of the Sewage Flow Data of October, November, December and January, the Board of Town Commissioners concluded that the repairs made after the smoke test revealed no substantial change in the Flow readings. Commissioner Herron suggested that the Board consider an Infiltration/Inflow Analysis to uncover the problems before connecting into the regional system. After some discussion, it was decided that Roger A. Herron and John A. Styer would take a closer look at the system during or immediately following a rainfall before a final decision is made for an Infiltration/Inflow Analysis.

Hud - Block Grant Status

Elizabeth McMullen, Commissioner Charles S. Wright and Commissioner Grace H. Smith will meet with potential applicants March 3, 1980, to inform them of the application process and eligibility requirements.



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WORKSHOP MEETING

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Horse Racing Revenue

On a motion by Charles S. Wright, seconded by John A. Styer, the Horse Racing Revenue check in the amount of \$164.46 will be matched by the General Account for deposit in the Special Account. Motion approved 4 - 0.

General Assembly - Public Ethics Law

Roger A. Herron will review the Town's Charter to ensure all provision of the General Assembly's Public Ethics Law are covered. Any provision not covered will be discussed and the appropriate action taken.

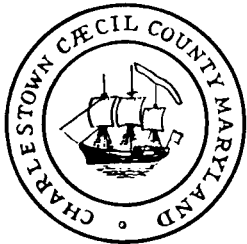
Colonial Charlestown Contest - (No Name Creek)

By an unanimous decision the Board of Town Commissioners approved a motion by John A. Styer, seconded by Grace H. Smith to modify the approval given 12 February, 1980, to require Colonial Charlestown, Inc., to withhold public announcement of the winning entree to the "No Name Creek" contest, until the name selected has been reviewed and approved by the Board of Town Commissioners.

The meeting adjourned 10:45 P.M.

Respectfully submitted

Willard Pinder



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REGULAR MEETING

FEBRUARY 12, 1980

The regular meeting of the Board of Town Commissioners held on February 12, 1980, was called to order by Vice President Roger A. Herron. President Peter M. Williams was absent due to recent surgery. Other Commissioners present were: Grace H. Smith, John A. Styer and Charles S. Wright. Others attending were: Russ Tatman, Town Engineer and Dwight E. Thomey, Attorney representing Walter Baker, Town Attorney.

Russ Tatman, Town Engineer

C C Wastewater Treatment Facility-Washington St. Force Main

Russ Tatman, the Town Engineer, reviewed the plans for the Washington Street Force Main to which the Town of Charlestown will connect with the Board of Town Commissioners. Mr. Tatman stated that he had some questions regarding the design, the material to be used and the condition the disturbed ground would be left. Mr. Tatman also stated the design indicates the County's system will utilize the Town's system for Blow-out Valve and felt that the Town should be compensated for such use.

On a motion by John A. Styer, seconded by Grace H. Smith, Russ Tatman was authorized to discuss the technical and compensational aspects in behalf of the Board of Town Commissioners of Charlestown. All in favor, oppose none.

Boat Ramp

After reviewing the dimension, it was decided to shorten the ramp approach on the East End from 90 ft. to 60 ft., as the additional area would be needed for a swimming area.

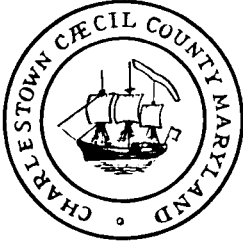
Sewage Extension - Final Payment

Russ Tatman stated that after review of the State Audit, he felt the Town's final reimbursement payment would be between \$25,000. and \$28,000. rather than the \$3,317.50 as indicated in their letter of January 30, 1980.

D. Thomey representing Walter Baker, Town Attorney

Sexton & Town of Charlestown - Lagoon Property, Resolution R-80-1

To resolve the dispute once and for all over the Lagoon property, Walter Baker, Town Attorney, asked the Board of Town Commissioners to pass Resolution R-80-1, giving President Peter M. Williams authority to



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execute an agreement with Dorothy, David and Sharon Sexton. The agreement will establish a boundary line as South 35 degrees West, 772.09 ft. It was noted that the property in question was sold to both parties with Charlestown having initial claim. The agreement establishes the line in favor of the Town of Charlestown.

John A. Styer motioned that Resolution R-80-1 be approved as written, motion seconded by Charles S. Wright and passed 4 - 0.

Right-of-Way - Eller Property

The Board of Town Commissioners and Dwight Thomey, Attorney at Law, discussed possible solutions to resolve the right-of-way problem at Mrs. Eller's property on Route 7. Mr. Thomey suggested that the Town withhold any direct action at this time, research the property and formulate a possible agreement equitable to both parties.

Historic District Commission

On a motion by Charles S. Wright, seconded by John A. Styer, the Board of Town Commissioners unanimously approved the Historic District Commission appointments as presented by letter as follows:

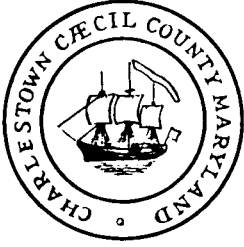
	<u>Term Expires</u>
Ruth Wright	Jan. 1983
John Gonce, Sr.	Jan. 1983
Rebecca Phillips	Jan. 1982
Nelson McCall	Jan. 1982
James Ward	Jan. 1982
Elizabeth Henry	Jan. 1981
Charles Murphy	Jan. 1981

Accounts Payable

After review of the Accounts Payable, John A Styer motioned all outstanding bills be paid, seconded by Grace H. Smith and passed.

D. Berry - Travel Expenses

On a motion by Charles S. Wright, seconded by John A. Styer, Doris Berry, Town Clerk, will be allotted \$4.00 per week for travel expenses for the use of her vehicle on town business. Motion passed 4 - 0.



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FEBRUARY 12, 1980

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Assessment - Town Ground

The Town ground under lease has been reassessed by the County Assessment Office. The Town will review the assessment and formulate an appropriate lease rate for the various properties. Should a rate increase be indicated, the respective leasee's should be advised by letter no later than mid summer if an increase is to be effected January 1, 1981.

Hud - Block Grant Status

Charles S. Wright and Grace H. Smith met with David Mahaney and established a priority list by type of repair for the upcoming application process.

Sand & Gravel Severance Tax

On a motion by Charles S. Wright and seconded by Grace H. Smith, the Board of Town Commissioners approved support of the County's Sand & Gravel Severance Tax. A letter of support will be sent to the Commissioners of Cecil County with copies to Delegate T. Mackie and Senator W. Baker.

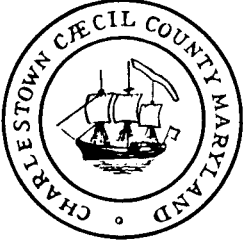
Colonial Charlestown - Fund Raising Contest

John A. Styer motioned that Colonial Charlestown have permission to hold a fund raising contest to name the creek known as no name creek. The motion was seconded by Roger A. Herron and passed, provided research reveals that the creek in fact does not have an official name and that the name selected is not the name of any person.

Being no further business meeting adjourned 11:40 P.M.

Respectfully submitted,

Willard Pinder



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WORKSHOP MEETING

JANUARY 22, 1980

The workshop meeting of the Board of Town Commissioners held on January 22, 1980, was called to order by Vice President, Roger A. Herron in the absence of President Peter M. Williams, who was working. Other Commissioners present were: Grace H. Smith, John A. Styer and Charles S. Wright. Also attending: David Mahaney, Coordinator for the Cecil County Municipal Housing Consortium.

The following correction to the minutes of January 8, 1980, was made and approved:

Compass

At the recommendation of Commissioner Charles S. Wright, the Board of Town Commissioners approved participation in a new column in the News-Journal "Compass" concerning municipal decisions in Charlestown. Commissioner Charles S. Wright asked that the Board be very careful in what articles are submitted and that the Board of Town Commissioners review any article submitted to the "Compass" by a Town Commissioner.

Hud

David Mahaney, Coordinator for the Cecil County Municipal Housing Consortium discussed Hud guidelines, eligibility requirements and the selection process.

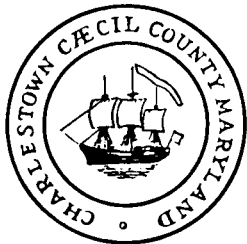
Zoning Board

On a motion by Commissioner John A. Styer, seconded by Commissioner Charles S. Wright, L. Charles Biehl was appointed to the Zoning Board to fill the unexpired term of John A. Styer. Mr. Biehl's appointment will expire November 22, 1981. Approved 4 - 0.

Zoning Board of Appeals

Commissioner John A. Styer motioned that J. Ross Patchell be re-appointed to the Zoning Appeals Board for another term. The motion was seconded by Commissioner Charles S. Wright and passed 4 - 0.

Commissioner Grace H. Smith motioned to appoint Nancy Bowles to serve on the Zoning Appeals Board as an Alternate. The motion was seconded by Commissioner Charles S. Wright and approved 4 - 0.



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WORKSHOP MEETING

JANUARY 22, 1980

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Sewage Flow Data

After a lengthy discussion, it was decided that more information would be needed before any decision could be reached concerning the necessity of an inflow/infiltration study.

J. Russell - Survey Markers

Commissioners Roger A. Herron and John A. Styer inspected the positions of the survey markers located on Mr. Joseph Russell's property. Commissioner Herron stated that one marker was positioned in the middle of Mr. Russell's road and recommended that it be moved, but felt the second marker was in a harmless position and would not have to be moved.

On a motion by Commissioner Roger A. Herron, Kellis Collins will be contacted to move the marker to a more suitable place. The motion was seconded by Commissioner John A. Styer and passed 4 - 0.

Sand and Gravel Severance Tax

The Commissioners of Cecil County ask that the Board of Town Commissioners support their efforts in enacting a Sand and Gravel Severance Tax.

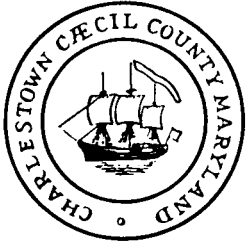
Commissioner Roger A. Herron motioned that a letter supporting the Commissioners of Cecil County be sent to the Commissioners of Cecil County and a copy forwarded to Representative Tucker Mackie and Senator Walter M. Baker, if the tax rate was less than 2¢ per ton. Motion seconded by Commissioner Charles S. Wright and passed 4 - 0.

R. Lester Property - Bladen Street

Commissioner Roger A. Herron will contact Mr. Lester informally to solicit his intention for the property.

Car Carrier Parking

Commissioner Roger A. Herron will contact Resident Trooper Haugh and have two (2) "No Parking Overnight" signs ordered and posted.



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WORKSHOP MEETING

JANUARY 22, 1980

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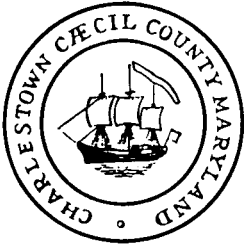
Lagoon - Md. Environmental Service

Mr. Gilbert of the Maryland Environmental Service reported that a spare manhole cover and ring has been stolen from the lagoon around the 17th of January.

Commissioner Charles S. Wright made a motion the meeting adjourn, seconded by Commissioner Grace H. Smith. All in favor, none opposed. Meeting adjourned at 11:35 P.M.

Respectfully submitted,

Willard Pinder



Town Commissioners of Charlestown
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SPECIAL MEETING

JANUARY 15, 1980

A special meeting of the Board of Town Commissioners was held on January 15, 1980. Doris Berry, Town Clerk, swore Roger A. Herron, Grace H. Smith and Peter M. Williams into office as Town Commissioners for 2 year terms.

The business meeting was called to order by President Peter M. Williams. Commissioners present were: Roger A. Herron, Grace H. Smith, John A. Styer, Peter M. Williams and Charles S. Wright.

Election - January 14, 1980

125 ballots were cast in the January 14, 1980, Charlestown Election and the results were as follows:

Rosalyn R. Bott	48
Roger A. Herron	79
David A. Jarinko	48
Clifford L. Preston, Sr.	19
Grace H. Smith	78
Peter M. Williams	62

A ballot is attached to these minutes.

New Board Election of Officers - January 15, 1980

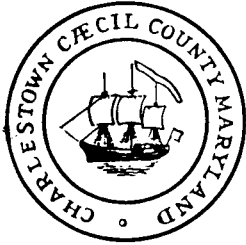
The new Board of Town Commissioners, by secret ballot, voted for the office of President, Vice-President and Treasurer, all for the term of 1 year. The results were as follows:

For President - - Commissioner Williams received majority
For Vice-President - Commissioner Herron received majority
For Treasurer - - Commissioner Styer received majority

John A. Styer made a motion, seconded by Roger A. Herron that the unanimous vote for Peter M. Williams for the office of President be accepted. Motion carried.

John A. Styer made a motion, seconded by Peter M. Williams that the unanimous vote for Roger A. Herron for the office of Vice-President be accepted. Motion carried.

Charles S. Wright made a motion, seconded by Roger A. Herron that the unanimous vote for John A. Styer for the office of Treasurer be accepted. Motion carried.



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SPECIAL MEETING

JANUARY 15, 1980

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Compensation - D. Berry

After some discussion it was agreed, by all Commissioners that Grace H. Smith fill in for Doris Berry, Town Clerk, during her vacation, etc., whenever it is necessary and agreeable to her.

Annual MML Legislative Dinner Meeting

The annual MML Legislative dinner to be held in Annapolis on January 29th at the Dockside Restaurant will be attended by Roger A. Herron. John A. Styer will inform the Board at the next Board meeting (January 22nd) if he can also attend.

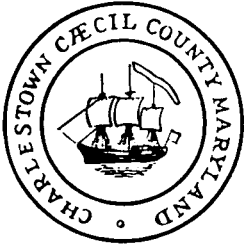
Assignments and Responsibilities of Commissioners

<u>Peter M. Williams</u>	<u>Roger A. Herron</u>	
President	Vice-President	
Administrative & Finance	Police	
Town Ground Leases	Sewerage - Co-Chairman	
Budget	Budget	
<u>John A. Styer</u>	<u>Charles S. Wright</u>	<u>Grace H. Smith</u>
Treasurer	C.E.T.A.	Parks & Recreation
Zoning	Bldgs. & Grounds	Model Ordinance Revision
Sewerage - Co-Chairman	Streets & Lighting	Budget
Budget	Block Grants	
	Budget	

Charles S. Wright made a motion the meeting adjourn, seconded by Grace H. Smith. The meeting adjourned at 9:00 P.M.

Respectfully submitted

Doris Berry
Doris Berry
Town Clerk



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REGULAR MEETING

JANUARY 8, 1980

The regular meeting of the Board of Town Commissioners held on January 8, 1980, was called to order by Commissioner Charles S. Wright in the absence of Peter M. Williams, President, who was working. Other Commissioners present were: Roger A. Herron and John A. Styer. Leon E. Beal, Commissioner, is on vacation.

Block Grant

Charles S. Wright, Commissioner, ask that all Commissioners have recommendation for participates in the HUD rehabilitation programs.

Survey Markers - J. Russell property

Commissioners Roger A. Herron and John A. Styer will inspect Mr. Russell's property and make recommendation at the next meeting.

News-Journal - "Compass"

At the recommendation of Commissioner Charles S. Wright, the Board approved participation in a new column in the "Compass" concerning Municipal decisions in Cecil County. Commissioner Charles S. Wright also ask the Board to be very careful in what column they are submitted.

Accounts Payable

On a motion by Roger A. Herron, Commissioner and seconded by John A. Styer, Commissioner, all bills outstanding be paid. Motion approved 3 - 0.

Due to this being the last meeting before the Election of January 14, 1980, the Board postponed all other matters concerning the Town until the first meeting held by the new Board of Town Commissioners.

Meeting adjourned 9:15 P.M.

Respectfully submitted,

Willard Pinder