

**TOWN COMMISSIONER'S MEETING  
CHARLESTOWN, MARYLAND  
March 10, 2020**

The March 10, 2020 meeting was called to order by President, Loucretia Wood at 7 PM in Town Hall. In attendance were Commissioners, Lou Wood, Jeff Fields, Karl Fockler and Joseph Letts. Commissioner Patricia Clements was excused. Town Administrator Wib Pumpaly was present as well as Commissioner-elect Jack Kronner.

The Pledge of Allegiance was led by President Wood

Approval of the Minutes – **February 25, 2020 - Commissioner Fockler moved to approve the minutes of February 25, 2020 seconded by Commissioner Letts. Approved 4-0.**

Accounts Payable Review – Accounts payable in the amount of \$26,391.72 were presented for approval. **Commissioner Fockler moved to approve, seconded by Commissioner Fields. Approved 4 -0.**

Series of Subjects for the Good of the Town  
Presentation Flag

Town Staff to MML – In years past staff would attend MML and President Wood would like to see that instigated. **Commissioner Fields moved to send one staff member and seconded by Commissioner Letts. Approved 4-0.**

Increase in town Staff in Town Hall

Review Appeals Board Decisions – As a town a large amount of money was extended for the appeals process. Commissioner Wood stated that the town will abide by the Appeals decision on the Eagle Point LLC appeal.

Commissioner Wood pointed out a new picture mounted on the wall

Commissioner Swearing-In Ceremony Charlene Notarcola came forward to swear in Jeff Fields, Jack Kronner and Lou Wood as Commissioners.

Election of Town Officers

Results:      President - Karl Fockler – 5-0 (1<sup>st</sup> vote)  
                    Vice-President – Jeff Fields 5-0 (1<sup>st</sup> vote)  
                    Treasurer – Jack Kronner 3-2 (1<sup>st</sup> vote)

Selection of at-large P & Z Member **Commissioner Fields Nominated Commissioner Wood for the Representative to the Planning and Zoning Board seconded by Commissioner Letts. Approved 5-0.**

**Miller Environmental January Report** Mr. Josh Griffith was present and submitted the following in a written report. A total of 211,000 gallons of water was produced with an average

daily production of 73,000 gallons. No submitted samples tested positive for coliform. Weekly housekeeping and weekly and monthly maintenance were performed. In addition, 23 Miss Utilities were completed, 2 settlement reads were provided, 3 leak checks were provided (2 showed leaks and were reported to the town). A new Soda Ash pump was installed, the old was one was sent back for service and will be used for a backup when it is returned. Tested PSI at a residence on Louisa Lane and reported same to Town Hall. Daily pH and chlorine tests were performed and chemical feed pumps were adjusted as necessary to maintain optimal pH and chlorine parameters. Chemicals were mixed daily to maintain adequate levels for chemical feed with buffer time for fire safety. The chemical inventory was maintained. Daily tests were recorded in the WTF logbook. Monthly samples were collected and sent to certified lab for testing per state requirements. All data sheets for chemical usage, equipment runtime, pH calibration, and routine checklists were utilized and filed. The WTF Maintenance schedule was followed.

**Cecil Co. Sheriff's January Report** - Sgt. Mahan was in attendance and a written report was submitted showing in February 2020 22 shifts were approved for a total of 88 hours. Of that number 84 hours were covered. Five shifts operated radar. There were five calls for service and one out of town assist. There were 69 property checks made. There was one community contact. They attempted no warrant services. There were no civil citations issued. There were 8 traffic warnings (5 radar and 3 non-radar) issued. There were no repair orders or parking citations issued. There were no traffic related arrests made.

**Code Enforcement Officer January Report – Bryan Lightner** Bryan Lightner submitted a written report which addressed complaints on 6 different properties within town for various issues. On one property he has sent a letter, one he is coordinating District Court Action with the State's Attorney's office and county attorney; one he is coordinating with the Town Attorney, recommends assessment by the Town Engineer and to notify homeowners; one developed on-site and off-site landscaping mitigation plans; one assisted with site assessment and permit review coordinating with Town Engineer; one conducted inspection, referred to County Permits & Inspections Division, recommended hiring electrical inspector.

### **Town Administrator's Report**

#### **Old Business**

**Consider Annual Fee for Trailer Lot Rental (Campgrounds) – Mr. Pumpaly** presented to the Board a rationale for collecting such fees from campground. He asked for input from the Commissioners. Mr. Pumpaly is prepared to draft an ordinance and would like a committee of two commissioners to sit down with the campground owners. The proposal is for 5% not to exceed \$100.00. He was asked to form the ordinance and bring a draft to the next meeting.

**Church Parking Lot Proposal – Mr. Pumpaly** stated that in May of 2019 a request was made by the Charlestown Methodist Church to pave a parking lot area of the church grounds. This was added to the list of projects in town. The two main areas that were not done were the

extension of the North Ogle to the intersection of the Lee property and the church parking lot. A quote of \$4209.00 for removal of the dirt, placing crusher run and rolling it of 100 x 120 feet. He expects that the cost of top coating will be another \$4,000.00. Commissioner Fields asked how many spaces this would create? Mr. Pumpaly guesses that it might create 10 or 12 spaces. Commissioner Fields moved to approve, seconded by Commissioner Kronner at a cost of \$4209.00. Approved 5-0.

### **New Business**

**Appointment to P & Z Board** – Two people have expressed interest, James Area and David Jarinko. Commissioner Kronner moved to appoint David Jarinko, seconded by Commissioner Wood. Approved 5-0

**Appointment to Appeals Board (Alternate)** – We will hold off on this appointment as we now have a permanent position and an alternate position.

**Town Hall Proposal – Richard Mahan** – Mr. Mahan was present with a proposal for a new town hall utilizing the existing building with alterations. Mr. Mahan expressed the need to preserve the town hall at the crossroads and that the town hall needs preserving. His drawings were to get people thinking and looking at the possibilities. The entire square footage is around 3200. President Fockler praised Mr. Mahan's effort. Mr. Mahan was asked if he would work with the town refining this vision and he readily agreed. President Fockler stated that we need to move forward on this and form a group. Ms. Boudart encouraged the formation of a committee and to keep the

Commissioner Fields stated that we had a water leak over the weekend and the new maintenance man (Mr. Straiton) responded quickly. Mr. Fields stated that he was happy with the maintenance staff.

Commissioner Fields was asked to continue as Maintenance Commissioner.

President Fockler asked for a Commissioner to continue the work of the parks started with Commissioner Clements. The board unanimously voted for Commissioner Wood to take over this.

Commissioner Wood volunteered to work on the golf cart issue and get it to the State Legislature. All were in agreement. Sgt. Mahan gave some insight and suggestions for the rules for golf carts most especially not minors, and an education piece to be included.

Commissioner Wood stated that she had met with Karla Kraft Bliss and would like to work with her on her mitigation plan. The board was in agreement that Commissioner Wood continue to work with Ms. Bliss. Commissioner Fields asked if we could have a port a pot at this spot. President Fockler stated that fishermen can walk to the public bathroom at Veterans Park.

Mr. Pumpaly presented a bid from Ecotone who are capable of dealing with the situation that does not sacrifice the beavers for a cost of \$2,000.00 the first year and \$500.00 a year thereafter.

### **Period of Public Comment**

Rosalyn Bott – Are you going to sit on Hilda Kraft's side patio when the smelly stuff comes flying up on the patio. Could it be placed at the end of the pier? We tried that and it

floated away at high tide. She thinks its terrible what you are doing. Commissioner Letts asked if someone turned her in?

Pauline Bryant - DNR said its in the Town's hands. She is not in favor of killing the beavers.

Sean Durgin – He hiked the slave burial lot and he would to know the history and who owns it? The Town owns it. Not according to the State. He went as far as he could with the county. He was given the name of Darlene McCall for more information.

He thinks that we should raise Town Hall and put a proper foundation and a basement under it. Commissioner Letts stated that we have been talking about a new town hall for at least 18 years.

Prosper Boudart He is concerned about raising funds for the water tower. It needs to be painted inside and out. He would like to see a report on who we are maintaining that structure. We have set aside funds for this project.

Ursula Boudart – There was some work that was to be done on the code and she feels that the code needs some major redos in the code. President Fockler stated that Chapter 99 and 150. Ms. Boudart is willing to participate. When Ms. Bott was on the board if they found things that needed to be changed they were marked. Maybe that process could be resurrected. Ms. Boudart also asked the board to consider the proposal from Ecotone to deal with the beavers.

Mr. and Mrs. Owens – A big thank you to the town hall and to the sheriff's office for the support they have received. Trash accumulates on Steamboat Ct., can that be addressed? Commissioner Fields agrees that it becomes a problem. Mr. Pumpaly stated that the trash company would be willing to provide at a cost 96 gallon trash cans. Mr. Pumpaly will look into the cost.

**There being no further business, Commissioner Wood moved to adjourn at 8:37 PM, seconded by Commissioner Kronner. Approved 5-0.**

Respectfully submitted,

Debbie Myers, Town Clerk