

**TOWN COMMISSIONER'S MEETING**  
**CHARLESTOWN, MARYLAND**  
*April 24, 2018*

The Town Meeting was called to order by President, Joe Letts at 7:00 pm. Commissioners present were Patricia Clements, Jeffery Fields, Joseph Letts and Loucretia Wood. Mr. Wib Pumpaly, Town Administrator, and Nick Trionfo, Town Accountant was also present.

**Pledge of Allegiance** was led by Mr. Nick Trionfo

**Approval of the Minutes of April 10, 2018** Commissioner Wood corrected Edgewater from Edgewood. Commissioner Fockler moved to accept the minutes, seconded by Commissioner Wood. Approved 5-0.

**Accounts Payable Review April 24, 2018**—Accounts payable in the amount of \$88,011.98 was presented. Commissioner Wood moved to accept, seconded by Commissioner Fields . Approved 5-0.

**Financial Review** Mr. Trionfo, Town Accountant, was on hand to introduce the draft budget for FY 2019. There are a couple of highlights to the budget, which is adjusted for inflation, allocating overhead costs to all of the departments. A big change from last year: an additional \$20,000 was put into streets and in parks and rec an additional 25,000 to keep ahead with needed repairs. The savings is still earmarked for the water tower. We do not have any grant expenditures on the horizon at this time, but the budget will be adjusted if we are awarded any and we are in hopes of receiving such. Mr. Trionfo encouraged the Commissioners to contact him with any questions or suggestions. We currently have a CD that has to be left in a CD of which the income can be used for the cemetery at Cecil Bank. It will automatically renew if we do nothing. The consensus was to leave it as is.

**Former Avalon Marina Property (Proposed Use)** – President Letts presented a list of possible ideas for the Avalon property composed by Mr. Pumpaly. We need to start thinking of things to use the property for. Commissioner Fockler would like to see #1 to use the boat ramp area to take some of the traffic off of the current ramp. Commissioner Clements stated that 2 years ago the public was asked to give ideas and those are still compiled by the Avalon Committee. She enumerated some of the ideas. The number one suggestion is a kayak launch. Ms. Antoshak stated that if questions were prepared we could do an online survey monkey and a paper one as well.

**Soil Compaction in Phase 3B – Cool Springs Development** Mr. Chris Rogers from AECOM and Mr. Tom Wirth with Geo Technologies, VP, were in attendance to address this issue. Mr. Rogers presented the Cecil County Standards and the Town's specs requiring 92 to 95%. The current practice in Phase II is to use best effort if the soil is wet. Phase II is under the 12-month warranty period which will expire in February 2019. At 80% occupied the top coat will go on the street and it will be dedicated to the town. The utilities were installed in 2012 and final inspections were not done until 2015 and 2017. They saw evidence of trench settlement and Mr. Lambdin addressed those issues before the streets were turned over. Given the elapsed time and the issues with Phase II the question is whether with a shorter timeframe the settling would be fully finished before the road is turned over to the town. In 2010 the standards were changed in Harford County to a best effort compaction. AECOM's Geotech engineers disagree with the provisional standard of best effort. Harford and Cecil Counties were asked about and the provisional "best effort" and they stated that it is used on a case by case basis. Cecil County stated that it was used in Charlestown Crossing and they have no problems. In looking at the soil report from 2006 the recommendation is to use the standard. Mr. Lambdin is suggesting

going with best effort and using soil cementing in Phase IIIB. Mr. Rogers is suggesting the use of an easement from Rte. 40. Commissioner Fockler stated that he does not think that they would be allowed to use that access. Commissioner Letts stated that the family who owned the property has disallowed contractor access across their property. The next phase being constructed there are no lots recorded there. This means that if we were not to be satisfied, the plats might not be able to be recorded until such remedies are done. If you are to consider using the provisional standard, Mr. Rogers suggests that the town ask for additional warranties. The industry standard of warranty is 12 months in Maryland and Delaware and 18 months in Pennsylvania. Mr. Rogers recommends to stick with the industry standard which is the 92 to 95% of the maximum dry density of the soil. Commissioner Letts stated that if we had to have material hauled in we would need to limit the weight limit. Commissioner Wood stated that she contacted Cecil County and Northeast use the 92 to 95%.

Mr. Tom Wirth then spoke. While the 92 to 95% is a standard there are many other standards in the industry. He suggests a case by case basis. He has two active projects in Harford County using this best effort standard. This was approved by the Town in 2007 and there was only some settlement at some curbs, some of which may have happened by contractors running over the curbs. There was no settlement in the road. Mr. Rogers stated that there was some road settlement. Mr. Wirth stated that can happen in standard compaction as well and Mr. Rogers agreed. If the soils were to come out of the ground in a liquid state then this would require a different standard. Commissioner Fockler asked what led to the original provisional compaction and how do the soils in the next section compare? This next phase compares to the soils in the other two phases already completed. Charlestown Crossing used cemented soils. Commissioner Fields asked if in 2007 what was recommended? The industry standard of 92 to 95%. The Town went with the provisional compaction against the recommendation. The provisional compaction and soil cementing are two separate issues. Commissioner Fockler stated that Mr. Lambdin would like to take the Board out to the site to address their concerns on site. We have had a few issues but they cannot be directly attributed to the soil compaction. Commissioner Fockler moved to table the issue until the next meeting, seconded by Commissioner Fields. Approved 5-0. Mr. Kronner asked how long the roads are designed to last? Around 15 years.

**Proposed Exterior Maintenance Code** – Ms. Mann proposed an exterior maintenance code draft to be developed into an ordinance. Please respond directly to Ms. Mann with your thoughts and ideas.

**Proposed Fee Scheduled for Ordinance Violation** – This is in the hands of our attorney. We are waiting his response before proceeding.

**Neighborhood Youth Panel** – Dawn Rodenbaugh and Barbara Smith were in attendance to give an overview. This program is a community-based program designed to work with juvenile offenders to keep them out of the juvenile justice system. They are working in every municipality in Cecil County except for Charlestown at the moment and started in Rising Sun. The program has a high rate of success.

**Maintenance Issues** Commissioner Fields presented sample work orders. Commissioner Letts stated that we had used them in the past and he has reinstated using them.

**Condition of the Ball Field** Commissioner Clements asked if it was baseball or softball. Softball as it does not have a mound. Commissioner Wood would like to see it more utilized. Commissioner Fockler stated that it needs to be maintained. Commissioner Letts stated that it will be dragged once every two weeks. Commissioner Clements stated that there is no sign up so there is no guarantee of use for teams. Commissioner Letts stated that our insurance would not cover games, but could be used for practice. Commissioner Wood stated that if we could offer time sign ups we could have the fields filled every night. Mr. Pumpaly was asked to look into insurance liability issues. Commissioner Fockler is also looking into getting some inexpensive soccer goals. The tractor in the picture belongs to one of the maintenance people.

**Green Team Report** Janine Antoshak and Debbie Myers gave a recap of the Green Team's activities over the past year.

**Fishing Tournament 2018 & Halloween Parade** Mr. Jack Kronner stated that he and Christy McDivitt will handle the fishing tournament. He is looking for volunteers. The date of the fishing tournament is August 18<sup>th</sup> from 8:AM to 2:00 PM. Commissioner Clements volunteered to help with the Halloween Parade.

### **Town Administrators Report**

**Charges Relating to the "Turfing" Incident** Commissioner Clements said that the issue has been resolved.

**Proposed Used Equipment Bid List** Mr. Pumpaly has several items that we need to get rid of. A zero turn John Deere tractor and a V box Swenson salt spreader. He can put the items out on bid and then the Commissioners could accept the bids. Commissioner Fields moved to put them out to bid, seconded by Commissioner Wood. Approved 5-0.

**Post Office Entrance Ramp** The ramp is in poor condition and it needs to be replaced at this point. It is beyond repair. Mr. Pumpaly will get bids and bring them to the Board.

### **Period of Public Comment**

**Mary Clark Confalone** just wants to thank everyone who showed up to help last Saturday to help with the River Sweep. It was a great success!

There being no further business a motion was made to adjourn by Commissioner Wood at 9:02 PM, seconded by Commissioner Fockler. Approved 5-0.

*Respectfully submitted by: Debbie Myers, Town Clerk I*