

**TOWN COMMISSIONER'S MEETING
CHARLESTOWN, MARYLAND
July 13, 2021 7:00PM**

The meeting was called to order by Vice President, Karl Fockler at 7:03pm. In attendance: Commissioners Fockler, Elmer, Kronner and Wood; Staff Bryan Lightner, Katrina Fulks; Public attendees Dennis Taylor, Richard Mahan, Pamela Mahan, Audrey Edwards, Tim Myers, Debbie Myers, Dan Rubert, Judy Rubert, Holly Miller, Pauline Bryant, Alan Feldman, Robert Gell, Prosper Boudart, Ursula Boudart, Felicia Kennedy, Ken Confalone, Janine Antoshak, Bruce Hechner.

Pledge of Allegiance – Commissioner Fockler invited Audrey Edwards to lead the pledge of allegiance.

Approval of the Minutes – June 22, 2021 – Commissioner Kronner moved to approve, seconded by Commissioner Elmer. Approved 4-0

Key to the Town Presentation – Ron & Audrey Edwards – Commissioner Wood invited Suzanne Fockler up to honor Ron and Audrey Edwards with the key to the town. Janine Antoshak honored Audrey Edwards for her participation on the Green Team and Charlestown historical tours.

Accounts Payable in the amount of \$206,258.35 were presented for approval. **Commissioner Kronner approved with Commissioner Wood's second. Approved 4-0**

Miller Environmental June Report: Mr. Josh Griffith submitted the following in a written report and was on hand by zoom to answer questions. June 2021 Total monthly water withdraw 2,954,000 gallons. Average daily water withdraw was 98,000 gallons. Minimum daily water withdraw was 59,000 gallons. Maximum daily water withdraw was 142,000. No submitted samples tested positive for coliform.

Cecil Co. Sheriff's May Report – Sgt. Kalinsky stated there was a typo of hours on the report but that will be corrected. There were 3 calls for service. There were 39 property checks made. 13 traffic citations (6 radar, 7 non-radar). 2 criminal summonses were served. 2 traffic related arrests. Kalinsky stated more deputies will be working more random hours. Commissioner Fockler mentioned he has noticed more traffic enforcement recently. Commissioner Wood said there still needs to be focus on stop sign enforcement.

Maintenance Report – Commissioner Elmer was having connection issue with Zoom so Town Administrator, Bryan Lightner read the following Maintenance Report. Two cement pads were installed for benches. They made improvements at Avalon Park and removed fencing. Landscaping was completed along Louisa Lane. Gravel was spread in Lot B. They also had to

replace the yard hydrant in Lot B due to a boat trailer hitting it. Stormwater pipes were moved at Sandy Beach to improve drainage and sand was brought in. They plan to update the signs at the boat ramp and honor box as well as getting a sign for Sandy Beach.

Old Business

Noise ordinance Code Amendment – Bryan Lightner; We have ordinance 3-75 and want to add a section specifying what loud and unseemly noises are. There are now decibel levels in place for both day time and night time in nonresidential and residential areas. With this new addition we will have something in our ordinance we can cite and enforce. **Commissioner Kronner motioned to approve, seconded Commissioner Wood. Approved 4-0**

Water Tower Update – Bryan Lightner; The logo is almost complete, it will read “Historic Charlestown”. Tank refilling should start July 14th. Water sample to be withdrawn on July 19th with results to be back July 22nd. The State of Maryland will need 3-5 days to review the results. Once we have the results back from the State, we will be able to fill the tank the rest of the way. We are estimating the water tower completion will be the week of July 26th.

Avalon Building RFP – Bryan Lightner; Requests for proposals and to replace the foundation went out. 2 companies were interested but only 1 bid on the project was received from Dominick Tamaro. The low bid was \$139,000. Bryan Lightner recommended to continue to use the building for storage until cost of renovation comes down. Commissioner Kronner agrees renovating at this time is cost prohibitive. Commissioner Fockler would like to keep the renovations on the radar since the building is getting worse but says they won't be able to make a decision today.

630 Water Street - The tenants remain in the building. The Town attorney filed a tenant hold over action in district court in the event the tenant does not leave. The tenant plans to leave by July 31st.

York Building Products Appeal – The Town's attorney filed two actions, one on behalf of the Town and one on behalf of Barbra Payne. They are looking to consolidate them and preparing to move forward with the appeal hearing. The date is TBD.

New Business

Historic District Commission Chair- (Mary Clark) & two nominated appointees (Richard Mahan & Holly Miller) – Bryan Lightner; **Commissioner Wood made a motion for Mary Clark to become Historic District Chair, Commissioner Kronner seconded. Approved 4-0**
Commissioner Wood motioned for Richard Mahan and Holly Miller to be appointed to the Historic District Commission, Commissioner Kronner seconded. Approved 4-0

Commissioner Meeting Schedule – Bryan Lightner proposed the Commissioners meetings be held one time per month instead of the current two times per month. Commissioner Kronner stated that meetings in the past have lasted up to 3 hours so changing to 1 time per month could lead to extending that. Commissioner Kronner said we should leave 2 meetings scheduled and

we could cancel one if needed. Commissioner Wood would like to continue with the 2 meetings a month and also have the hybrid meetings, in person and zoom, so more people can attend.

Critical Area Map Update – Bryan Lightner provided the commissioners with the Summary Draft Map from the state of Maryland updating the critical area boundary. After the map is reviewed it will be taken to the Planning and Zoning Commission for comment August 5th.

Planning & Zoning Commission Update (Town Attorney & Chapter 175) – Commissioner Wood

Memorial Bench for Ron Edwards – Foot Log Beach – **Commissioner Wood motioned for the town to buy the memorial bench for Ron Edwards, Commissioner Kronner seconded. Approved 4-0.**

Foot Log Beach/Residents Only, Gate discussion – Commissioner Wood motioned that Foot Log Beach and Sandy Beach be open for residents only, this motion died for lack of a second. Commissioner Fockler mentioned the public beaches are part of an easement and they would need to do more research on rules and regulations before voting. Bryan Lightner stated we would reach out to the Maryland Environmental Trust to find out the rules on the easement.

Staff training – Bryan Lightner received a quote from Tyler Technologies that included training for three people (10 hours) for a total of \$1250. Commissioner Fockler, Commissioner Kronner and Commissioner Elmer were in agreement that the training is necessary for the town to move forward. Commissioner Wood had questions about alternate training options. **Commissioner Wood motioned for the approval of the staff training; Commissioner Kronner seconded. Approved 4-0.**

Speed Signs – Commissioner Wood would like to put up previous speed limit signs to help with enforcement. She was also in contact with a company that will do a free speed assessment. Commissioner Elmer wants to leave the current signs up because he feels any increase in limit would be a danger. The commissioners discussed them options and would like to move forward to conduct the speed study.

Period of Public Comment

Dennis Taylor – The town has had an 100% turnover in the past couple of months and is considered unacceptable. Mr. Taylor would like to know if anything has been done or if anyone has been disciplined. Commissioner Fockler stated since it is personnel issues, he is unable to speak publicly but they are looking into updating policies.

Richard Mahan – Mr. Mahan had planned on asking Jeff Fields for his resignation in person but since Mr. Fields did not attend, Mr. Mahan instead asked the Commission to create a town ordinance that states that the town has zero tolerance for harassment, bullying or hostile work environment. In doing so that would result in an immediate firing of anyone who violates the ordinance including personnel or elected officials. Mr. Mahan is also asking for an ethics investigation into Mr. Fields. Mr. Mahan would also like the town to hire an independent human

resources firm to handle personnel issues and provide guidance on updating policies. Lastly, Mr. Mahan request Debbie and Janine receive severance to relieve the liability put on the town to avoid legal recourse.

Nancy Crawford – Nancy Crawford lives on Mountain Hill Rd and was concerned when seeing the agenda about Foot Log Beach possibly becoming residents only. Ms. Crawford as a neighboring resident uses the beach often with family and wanted the Commission to know this action would affect her family. Commissioner Fockler stated we are looking into various options at this point in time. Commissioner Wood said if these signs were to get posted it isn't to stop everyone from coming to Charlestown.

Pauline Bryant – Ms. Bryant stated the grass was too high at Veterans Park as well as people using extension cords and setting up tents. She feels this is a liability to the Town and would like the Town to hire someone to monitor this. Commissioner Fockler thinks a parking attendant could monitor some of these concerns.

George Stanko – The fire company sent a letter to the town in April requesting money for a new ambulance. They are also requesting dredging to happen at the fire boat ramp. Commissioner Fockler asked that the fire company send information and figures to Bryan Lightner.

Ursula Boudart – Ms. Boudart would like to see all commissioners in person at the Town Commissioners Meetings. She believes the Town lost good employees and changes need to be made through the ballot box. Also, the Charter needs reviewed and updated. Ms. Boudart thinks a new Town Hall should be a high priority. She also recommends instead of making the beaches “resident only” to sell seasonal beach passes to the public. Ms. Boudart asked to review the budget. Commissioner Fockler said the budget is available for review at the Town Hall.

Renee Capano – Ms. Capano had concerns with 423 Chesapeake being served due to the summons going to the wrong address. Bryan Lightner stated they have been served and there is a August 10th court date set.

Ken Confalone – Mr. Confalone recommended that personnel report to Bryan Lightner only. Also, that our comprehensive plan be updated. Commissioner Fockler stated we are in the process of regrouping and getting our staff up to par.

Respectfully submitted,

Katrina Fulks, Town Clerk