

**TOWN COMMISSIONER'S MEETING  
CHARLESTOWN, MARYLAND  
July 28, 2020 7PM**

The meeting was called to order by President, Karl Fockler at 7:00 PM in the Charlestown Fire Hall. Commissioners in attendance were Fockler, Fields, Kronner, Letts and Wood. Town Administrator Wib Pumpaly, was also in attendance. Office Manager, Janine Antoshak and Town Clerk, Debbie Myers attended by Zoom and ran the public virtual aspect of the meeting from Town Hall.

The Pledge of Allegiance was led by Commissioner Kronner.

Approval of the Minutes – **July 14, 2020 Commissioner Kronner moved to approve, seconded by Commissioner Letts . The date will be changed to reflect July 14 as the date of the meeting. Approved 5-0.**

Accounts Payable Review – **Accounts payable in the amount of \$12,528.35 were presented for approval. Commissioner Kronner moved to approve, seconded by Commissioner Letts Approved 5-0.**

**630 Water St. Lessee** – Discuss lease and other issues. – Adrienne Thompson one of the residents of 630 Water Street had previously written a letter of grievances as to the condition of 630 Water Street and the wording of the lease she feels needs to be modified before signing. At the present time no formal lease is in existence as the previous lease lapsed and fell under a month to month clause in the original lease. Ms. Thompson is not one of the original lessees, although has been a resident throughout the lease terms. A list in writing was presented of items she alleges have been ignored asking for a handrail on the back outside stairs; stormwater drainage issues; interior pest control; heat/insulation issue in 1<sup>st</sup> floor bathroom. She also had a list of eight new issues: front pavers being misaligned; chain link fence loose and posts in poor condition and with poison ivy growing in it; branches of trees that need trimming; openings in interior trim of closets, stairways and cabinets allowing for vermin to enter the premises; garden areas in need of weeding; walls and ceilings are cracked caused by rainwater; painting of interior walls and baseboards every 3 to 4 years is standard landlord responsibility; The ParkMobile sign is placed in an inconvenient and obnoxious place at the end of the front pathway. Mr. Pumpaly presented a list of things that the town has done recently for 630 Water Street: we have a contract with Advanced Pest Management (Ehrlich) for elimination of rats, mice, interior household vermin and exterior foundation spraying; the brick steps on the north side of the residence have been repaired; a floor in a small closet on the first floor was replaced; R Brooks Mechanical have done a complete system check of the heating and AC system; the rain downspout on the north corner underground pipe was cleared by Town Maintenance Staff; the metal roof over the second floor bathroom was replaced with asphalt shingles by C & C Roofing; the dishwasher was repaired by Vandervort Appliance; Ragweed and Poison Ivy on the backyard fence is in process of removal by Ecologically Sound Landscaping. Ms. Thompson brought up some of the issues and the reluctance of the Commissioners to take care of the issues. She has had to deal with squirrels inside the house. The problem of no insulation and no heating in the downstairs bathroom has been a problem for several years. She has had to live with rats for 90 days in quarantine. Commissioner Fockler stated that he has heard her complaints and that the town will continue to work with her.

**Additional Town Signage** – Commissioner Kronner would like to replace the no swimming signs at the ramp as they are very faded. There is a sign at the Stone Wharf with an icon of a swimmer on it with a slash through it and Commissioner Fockler would like to see those signs posted. Commissioner Fockler would like to see the signs replaced with the ones with the icons. **Commissioner Kronner moved to replace the signs at the Ramp and add a sign at Veterans Park that state swim at your own risk/no lifeguard on duty, seconded by Commissioner Fields. Approved 5-0.** Commissioner Fields stated that they swim there anyway, so why not replace with a swim at your own risk? There was also some discussion about persons going out to the end of the ramp bulkhead to jump off and swim. There was a suggestion of a barrier to prevent someone from jumping off.

**Census and the Town of Charlestown** – Elizabeth Rigby a partnership specialist with the Census Bureau was in attendance by Zoom to give the following update. She updated how persons can respond to the census through the <https://my2020census.gov/> website, by phone: 844-330-2020 or by mail. The 2020 census website will give specific instructions. She also reiterated why it is important for everyone to be counted. We are currently at 49.3% compared to an overall 62.4% for Cecil County. The deadline is now October 31, 2020. Enumerators will be knocking on doors to get people to respond beginning on September 3 -28. Ms. Rigby will be looking for events that she might be able to set up a table to help those in Charlestown get counted.

**Town Hall Entry System** – Commissioner Kronner stated that we have received a Ring doorbell system and he is looking into a doorbell buzzer system. Commissioner Wood stated that her son in law is willing in the future to help with the installation of the system. Commissioner Kronner moved to install a system for under a \$1,000.00, seconded by Commissioner Fields. Approved 4-1. Commissioner Wood has some questions about the system that was donated. Commissioner Kronner stated that a resident had donated the system and did not want any compensation. The consensus was that we could accept the gift.

**Maintenance Staff** – Commissioner Wood commended the Maintenance staff on their work especially during these high heat days. She feels that we have the best crew that we have had in a long time. Commissioner Kronner agrees. Commissioner Wood stated that their evaluations are due and need to be done soon. Mr. Pumpaly thinks that things are going well. Before he liked the guys but things were not getting done. Now we are seeing things getting done and at a rapid pace.

## **Town Administrator's Report**

### **Old Business**

**AT&T Cell Site Partnership** Mr. Pumpaly presented a letter from AT &T. We have not received an email from Shawn Sutton of Smart Link who has the ability to negotiate the lease. We have Verizon on the tower as well and there is some wording in the letters that AT & T would like to have exclusive rights to the tower. Commissioner Fockler stated that they need to come to us with terms to negotiate with.

**Lee's Marina v. N.E. River Marina (Riparian Rights)** – Our attorney had stated that the riparian rights must be negotiated with the parties involved and the town is not involved. He was asked to look into the matter further and has reached the same conclusion. This issue should not impact our lease in any way unless the Commissioners might decide to do so. The lease at Lee's

Marina is up for renegotiation in about six months. Commissioner Fockler stated that it is hopeful that the parties will work it out among themselves. Mr. Pumpaly will respond to Ms. DeSimone's letter to state the town's position.

**Charlestown Marina Water/Sewer Billing** – A meeting has been set up for Thursday, August 6<sup>th</sup> at 10AM for a discussion of this issue with the interested parties at Randy Jackson's office in Elkton. Mr. Pumpaly thinks that the marina's formula for the compilation of the billing is slightly skewed. He also stated that the marinas seem to be also using wells and we need to ascertain a fair way of billing.

### New Business

**Charlestown Cemetery Addition? (Pete Williams Request)** Mr. Williams has requested that the Commissioners consider buying additional property to expand the cemetery. There are two lots available owned by Mr. Charles Ward that might be for sale around \$176,000.00. Mr. Pumpaly some years ago had suggested the expansion of the cemetery by moving the fencing around the cemetery on the Bladen side of the property. Commissioner Wood suggested that we look into the costs for doing such work inhouse with our personnel. Mr. Pumpaly also suggested a columbarium might be erected in the existing cemetery.

**Repair/Refurbishment Foot Log Bridge** – The bridge has aged since it was purchased in 2002-2003. It is almost 20 years old. We have attempted in the past to do some upkeep to the bridge in house. We have had the group that we purchased the bridge from down to look at it and ascertain the scope of work that needs to be done. Recreation Resource has submitted a bid of \$9800 which would include power-washing and cleaning and roll coat top surfaces with Thompson's Water Seal. Green Site has offered a much more extensive scope of work for a cost 16,100.00. This would replace all the pickets, removing and replacing approximately 20% of the deck boards. Commissioner Fockler stated that this goes over the \$10,000 cap and needs to go out to bid. Commissioner Kronner stated that he is pressing very heavily for this and thinks that this is the only company who may end up bidding. Mr. Pumpaly can put out a request for bid using the scope of work from the Green Site task list. This will be put out for bid.

**Fence Replacement Scott Gardens Storm Water Management Pond** – There has been progress made on the Scott Gardens pond, but there is work to go. Mr. Pumpaly has gotten bids from two fence companies Excel Fencing at 15,999.00 and from Long Fence at 12,500.00. Mr. Pumpaly suggests that the fence be totally replaced instead of just repairing. We will need to take the area down to bare dirt. Commissioner Fields stated that he didn't understand why the town has just now gotten around to inspecting this pond when we let it go for years? Nobody at Town Hall has worried about these ponds for the last 10 years and he does not feel that the homeowners should be charged. Commissioner Fields left at this point of the meeting. Mr. Pumpaly stated that we have not neglected that property for the last 10 years. Commissioner Letts wanted to know who was going to pay for these repairs us or the homeowners? Commissioner Fockler stated that so far it has not cost us any money, however, Commissioner Letts stated we have because we have paid our workers and paid dump fees for the clean out. Three or four years ago the County had decided to inspect stormwater management ponds and then do any necessary work and then backcharge the homeowners. That fell by the wayside. Commissioner Fockler suggests that we come up with costs to repair the existing fence. Commissioner Wood suggests that we get cost estimates for both repairs and replacing. Commissioner Fockler also suggested that if over 10,000 it would need to be bid. Commissioner Letts asked where the money was coming from, was it budgeted.

**DMP Site Award** – We have been awarded a grant for \$200,000 for the upgrade and repair of the DMP site so that it can be used again. Some of the scope of work will be removing all the grasses and other vegetation, some of the spoils will need to be used to build up the berm and some of the spoils could be sold as they are deemed safe for use. Getting rid of this material will give us another use of this site and save \$250,000 vs. trucking the spoils out of state.

**Annual Street Repair List** – Mr. Pumpaly and Commissioner Kronner have ascertained 20 locations of potholes needing repair. The total cost of this estimated by McGuirk Construction is \$47,781.62. Commissioner Letts asked if we have looked at sidewalks? Commissioner Kronner stated that the sidewalks along 267 and 7 are state highway responsibility. Commissioner Fockler. There were a couple of places on the list from last year that were not able to be completed because of budget constraints. This will be tabled until the next meeting.

Commissioner Fockler commended Commissioner Letts for his 21 years of service and presented him with a certificate and pin from the Maryland Municipal League and a proclamation from the town. Congratulations Commissioner Letts!

**Period of Public Comment No public comment**

There being no further business, Commissioner Letts moved to adjourn, seconded by Commissioner Kronner at 9:25PM. Approved 4-0.

Respectfully submitted,

Debbie Myers, Town Clerk