

**TOWN COMMISSIONER'S MEETING  
CHARLESTOWN, MARYLAND  
September 22, 2020**

The September 22, 2020 meeting of the Charlestown Commissioners was called to order by President Karl Fockler at 7:15 PM using the Zoom platform. Those in attendance were Commissioners Karl Fockler, Jeff Fields, Jack Kronner, Joe Letts and Lou Wood, Town Administrator, Wib Pumpaly, Office Manager, Janine Antoshak and Town Clerk, Debbie Myers.

The Pledge of Allegiance was led by Commissioner Kronner

**Commissioner Wood moved to approve the minutes of August 25, 2020 seconded by Commissioner Letts. Approved 3-0-2 (Fields and Kronner).**

Accounts payable in the amount of \$36,291.35 from the check run of September 8, 2020 were presented for approval. **Commissioner Letts moved to approve, seconded by Commissioner Wood. Approved 5-0.**

Accounts payable in the amount of \$33,820.10 from the check run of September 22, 2020 were presented for approval. **Commissioner Wood moved to approve, seconded by Commissioner Kronner. Approved 5-0.**

**Miller Environmental August Report** Mr. Josh Griffith submitted the following in a written report. A total of 2,703,000 gallons of water was produced with an average daily production of 87,000 gallons. No submitted samples tested positive for coliform. Weekly housekeeping and weekly and monthly maintenance were performed. In addition, 20 Miss Utilities were completed, 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. A leak check was performed at 96 Edgewater with no leak being detected. Assisted the town with the MDE's 2020 Capacity Development Survey, Assisted the town with completing the 17-HT Permit to replace the current 11-HT Permit Charlestown currently holds. The 11-HT permit will remain in effect until the 17-HT Permit is issued.

**Cecil Co. Sheriff's August Report** A written report was submitted showing in August 2020 28 shifts were approved for a total of 112 hours. Of that number 112 hours were covered. Two shifts operated radar. There were five calls for service in town and one call for an assist out of town. There were 66 property checks made. There were 18 community contacts. They attempted five warrant services. There were no civil citations issued. There were 10 traffic citations issued (1 radar and 9 non radar). There were 11 traffic warnings (2 radar and 9 non radar) issued. There were 22 repair orders and no parking citations issued. There were no traffic related arrests made. A discussion was held on a problem with a house on Black Avenue. They have been called out at least four times. We are still having fireworks being set off in Veterans Park on weekends. The cars were parked at the pier before Labor Day parked clear up Conestoga

Street. Commissioner Fockler has talked to Sgt. Mahan about both of these issues. Commissioner Wood also mentioned the issue of running stop signs and speeding in general especially near the waterfront.

**Code Enforcement Officer August Report** –Bryan Lightner submitted a written report which addressed complaints on 12 different properties within town for various issues. The highlights were: 414 Water Street – the owners have a buffer management plan approved. The owners also brought to our attention that a portion of the area is actually on town property about 450 square feet. Due to the public health issues being the reason that they removed the vegetation, they are asking the commissioners to remove it. There are two steps to the process with a consistency report with a replacement option of one tree and six shrubs or some. Commissioner Fockler asked Ms. Antoshak to work on a plan for the replacement of the vegetation with Mr. Lightner. Ms. Antoshak agreed. On 423 Chesapeake Commissioner Kronner urged the town to move forward. The owner's have received letters from the town and the town's attorney. The town can either clean it up and put a lien on the property or move towards District Court. Commissioner Fockler asked Mr. Lightner to work with the town attorney and get the ball rolling to bring them to court. **Commissioner Kronner moved to go ahead with the plan for the vegetation removal adjacent to 414 Water Street and the plan to mitigate, seconded by Commissioner Wood. Approved 5-0. Commissioner Kronner moved to have Mr. Lightner work with the town attorney to take action against the homeowners of 423 Chesapeake Road. Approved 5-0.**

Due to the ongoing COVID-19 health crisis a decision needs to be made on a number of events usually scheduled in the upcoming months:

**National Night Out** – Commissioner Wood suggests that there are things that can happen where we can be socially distanced. The date is October 4<sup>th</sup>.

**Halloween Parade/Party** – Commissioner Wood suggests that the children come in masks and gloves. The date will be October 30, 2020 @ 4:00 PM

**Christmas Party Open House** – Commissioner Fields stated that this could be an issue as it is held inside and we are eating. This will be cancelled for this year.

**Christmas Tree Lighting** – This could be outside and people can socially distance. Commissioner Letts and Kronner will be riding around to call the children to the tree lighting. December 5<sup>th</sup> is the date.

**Wreaths Across America**- December 19<sup>th</sup> - An email has been received from the event organizer Jeannette Armour addressing the need for a change due to Covid. She would like to cancel the luncheon and the indoor part of the ceremony feeling it is too risky. The 7 service wreaths would be displayed with lights as we have done for the last three years, the wreaths will be broken down into sections allowing for people to only work in one section of the cemetery in small groups. She will be asking the St. John's minister to say a blessing over the 101 wreaths before they are separated.

**Ice House Fundraiser** – Jeannette Armour has presented the suggestion that a “tree” made out of crab traps be placed near the Ice House as a fundraiser for the Ice House museum. The idea is to sell cutouts of crabs to be placed on the tree as decorations. The funds raised would go to the Ice House museum's ongoing efforts to get up and running. The commissioners are in favor of this event.

**Town Event Permit Drafts (Parades, Demonstrations)** – Commissioner Wood would like everyone to look at the options in the packets for parade permits and be able to comment at the next meeting.

**Review Proposed Changes to AT&T Antenna Contract** – President Fockler suggests that a more reasonable termination timeline would be a six-month termination. Commissioner Kronner feels that we could offer the lease

buyout at about a million dollars and then would not have to wait to get our monies. Commissioner Wood thinks that small cell technology is already here. We have an offer of \$880,000 for a buyout of the leases.

Commissioner Fockler is not in favor as we would lose the control of the top of the tower. He suggests that we talk to the accountant and see what the numbers actually look like. Commissioner Fields is in agreement with talking to the accountant.

**Rezoning Lands - York Building Products** – Letters of 8/31 & 9/3 - President Fockler The county board of appeals heard a rezoning request from York Building Products from suburban transition to heavy industrial. The Planning Commission recommended approval. It is now before the County Commissioners. Commissioner Fockler shared with the commissioners the area in question. Commissioner Fockler stated that this is going to have an impact on the quality of life in Charlestown. Commissioner Kronner stated that there will be a lot of light pollution. Commissioner Wood said that she thinks that much of the “cloud” in our water is coming from the existing activity. Commissioner Fockler suggests that we send a letter to the County Council from the town and to encourage our residents to also state their opposition. **Commissioner Kronner moved that we move forward with our objections and draft a letter to the County Council stating such, seconded by Commissioner Letts. Approved 5-0.** Commissioner Fockler stated that there are only 2 reasons to change zoning. If a mistake was made or if the neighborhood has drastically changed, neither of which has happened. We will need to get residents involved as well.

### Town Administrator's Report

#### Old Business

**Water Tower Painting** - Project Update – Since we are doing both the inside and the outside we need a permit from the Department of the Environment and we have received the permit with six comments adding specifications. On August 31 the MDE responded with additional notes to which we are responding. We will need to submit these changes with an engineering seal. We submitted the specifications to AECOM and they have stated that they cannot sign them without a great deal of expenditure on the part of the town in beginning the process over. However, our consultant has worked with other engineering firms which can certify these new specifications. The fee is \$1,000 to get the engineer's signature and seal. A copy of the permit and specifications are in the pre-meeting packets and will be signed by Arrow Engineering. We expect the bid to go out in December and the work to start in the spring of 2021. It will be about a 90 day project.

**Scott Gardens SMP** – Project Update Due to unforeseen circumstances the meeting was not held last week. We have 3 bids. Commissioner Fockler enumerated the bids and stated that he would be inclined to get the work completed. Commissioner Kronner stated that if we had one contractor inside and out then we would be sure that the entire project would be done. Commissioner Fields stated that we need to have that meeting. Commissioner Wood thinks that we need to take the winter to meet with them and be ready to go in the spring. Commissioner Fockler would like to reschedule the meeting with the homeowners. A date of October 7<sup>th</sup> at 6:00 PM. The homeowner's will be notified by registered mail.

**Foot Log Bridge – Project Update** Mr. Pumpaly has been in touch with the Department of the Environment and provisions need to be made to keep any debris out of the wetlands area, otherwise they are in agreement with the project. Commissioner Kronner suggests that Green Site was the company that originally installed the bridge. Their bid is for \$16,100.00. **Commissioner Kronner moved to award the contract to Green Site LLC for a cost of \$16,100.00, seconded by Commissioner Letts. Approved 5-0.**

#### New Business

**Tree Removal Cecil Street Colonial Cemetery** – There are two trees in the old Colonial Cemetery on Cecil Street. The neighbor is concerned that the trees will fall on his house. Commissioner Wood stated that one of the

trees while dead might not fall on the house in question. The other tree might need some trimming. Mr. Pumpaly will look into other bids for the one tree to be taken down and the other to be trimmed..

**Post Office Window Replacement** – A window at the back of the post office with an AC unit in it has been requested to be removed by the postmistress. We are looking into a replacement window. Commissioner Kronner recommends a replacement window. Commissioner Wood might have a window at her disposal. Mr. Pumpaly will get the size of the window to Commissioner Wood.

Commissioner Fields mentioned that we had an injury in the maintenance department. He stated that if we had a third part time person then we would still we have two persons working. If we got rid of John's Lawn Service and mowed our own lawns then we would have two guys still. This is something we need to think about for the spring. Commissioner Wood stated that the town is growing and we do need to think about expanding the staff. Commissioner Fields also asked if the fireworks caused an injury or damage would we be liable?

Commissioner Fockler mentioned that a welcome sign that can be placed as you come into town on both ends of Rte 267 might be beneficial. He showed a mock up to the Commissioners. One by the Baptist Church and the other out on the end of 267 at the other end of town. The Commissioners had suggestions, but were for the most part enthusiastic of the idea. The price would range between 1600.00 and 2000.00. It would depend on the size and what we would want on it.

Commissioner Fockler stated that he had tested positive for Covid and had a range of symptoms. He encourages people to keep social distancing, wear a mask, and wash your hands, as the disease is no fun.

### **Period of Public Comment**

**On the subject of selling the water tower rights:** would the monies be locked into an enterprise account since the tower is part of the water system? The town is limited in how much interest and where it can be put because of being a municipality. We would need to make sure that our antennae for the water system would still be able to be placed on the top of the tower.

Tanya Area: I agree with Commissioner wood. Don't take these events away. They are outdoor events, there is no reason to cancel.

Christie McDevitt: Would selling the tower rights give the service provider full right to add in any type of upgraded technology without the approval of the town or notifications to community? That could be a double-edged sword to consider. No more warehouses! Chesapeake City does a Crab pot tree at Christmas with large commercial traps. Can we make our display different enough from theirs as to not take away from the uniqueness of Chesapeake City's display and/or not be compared to it. Add welcome to Historic to the sign and recolor to navy blue with gold leaf and white trim.

Linda Shroyer – Re: Scott Gardens SWM Pond It's a terrible eyesore to the development, are the prices locked in?

Nelson Larrauri – What would it take to get a speed bump at the stop sign on the corner of Frederick and Cecil Street near the park since the stop sign is ignored?

There being no further business before the board, **Commissioner Letts moved to adjourn, seconded by Commissioner Kronner at 9:10PM. Approved 5-0.**

Respectfully submitted,  
Debbie Myers, Town Clerk