

TOWN OF EMMITSBURG

300A South Seton Avenue
Emmitsburg, Maryland 21727

301-600-6300 fax: 301-600-6313

Mayor

Donald N. Briggs

Town Manager

David Haller

Town Clerk

Cathy Willets

Board of Commissioners

Timothy O'Donnell, President

Clifford Sweeney

Glenn Blanchard

Jennifer Mellor

Joseph Ritz III

TOWN MEETING AGENDA AUGUST 3, 2015

I) CALL MEETING TO ORDER (7:30PM)

A. PLEDGE OF ALLEGIANCE TO THE FLAG

B. NEXT MEETINGS:

Town Meeting, September 8 @ 7:30pm

Planning Commission Meeting, August 17 @ 7:30pm

Parks Committee Meeting August 18 @ 7:30pm

C. APPROVE MINUTES FROM: JULY 20, 2015 Town Meeting

D. COMMISSIONER COMMENTS

E. MAYOR COMMENTS

F. PUBLIC COMMENTS

G. ADMINISTRATIVE BUSINESS

H. CONSENT AGENDA

I. REPORTS

Treasurer's

Planning Commission

II) AGENDA ITEMS:

1. *Delegate Kathy Afzali*
2. *Approve election judges for September 29, 2015 town election*
3. *Presentation of Community Legacy projects*
4. *Update on Comprehensive Plan*

III) SET AGENDA ITEMS FOR SEPTEMBER 8, 2015 TOWN MEETING

IV) SIGN APPROVED TEXT AMENDMENTS AND/OR RESOLUTIONS

ITEM C

MEETING MINUTES:

July 20, 2015 Town Meeting

**MINUTES
TOWN MEETING
07/20/15
Emmitsburg Town Office**

Present: Mayor Donald Briggs; Commissioners Clifford Sweeney, Joseph Ritz III, Jennifer Mellor, Glenn Blanchard and Tim O'Donnell, President.

Staff members present were Cathy Willets, Town Clerk; Sue Cipperly, Town Planner; and Dave Haller, Town Manager.

Absent: Commissioner Joseph Ritz

I. Call to Order

Commissioner Tim O'Donnell, President of the Board of Commissioners, called the 07/20/15 Town Meeting to order at 7:30 p.m. Pledge of Allegiance was recited.

Mayor Briggs presented Robert Rosensteel with a certificate thanking him for his years of service on the Board of Appeals.

Approval of Minutes

The Minutes of the 07/06/2015 Town Meeting were approved as presented/corrected. Motion by Commissioner Blanchard and Second by Commissioner Sweeney. Passed 4-0
Commissioner Ritz absent.

Reports:

Police Report

Deputy Patterson presented the police report. Deputy Patterson gave notification that this would be her last meeting as she has accepted a transfer to patrol. She was thanked for her 4 years of service and given best wishes by Commissioner O'Donnell. The deputies were thanked by Commissioners their presence/participation at the Community Heritage Day, Pool Party and Bike Rodeo. Commissioner Sweeney gave an additional thanks and a hope to see them again at the next Pool Party Detailed report at Exhibit B.

Town Manager Report

David Haller reported on the monthly activities of the public works department to include a water production and consumption analysis. Due to the 10.5 inches of rain (normally around 4.4), the plant capacity was exceeded for 17 out of 30 days. There was 1 large 12,000 gallon spill. Everything at the new plant is functioning properly. The water pumps were over capacity by the unusually large amount of rain which resulted in the spill. As a result, manhole 98 overflowed into the Emmitsburg Gardens area. David Haller suggests not sealing that manhole 98. Detailed report at Exhibit A.

Town Planner Report

2015 Comprehensive Plan - Ms. Cipperly has mailed the required notices, maps, etc. A public review copy has been placed on the front desk and is available at www.emmitsburgmd.gov.

Community Legacy Program - The program has been continuous, processing new applications and submitting reimbursement requests.

Ms. Cipperly met with representatives from Healthy Adams County and Frederick County Planning and Recreation departments regarding the Grand History Trail Project which will connect Emmitsburg with Gettysburg, as a part of a much larger project spanning to the areas of York, PA, Frederick, MD and Washington, DC. The Mayor and commissioner(s) confirmed that they are in agreement with the trail coming through town as it could potentially bring visitors to our community.

Commissioner Comments: Commissioner(s) cited attendances, recognitions, and announcements.

O'Donnell:

- Commissioners O'Donnell attended several workshops at the MD Municipal League Convention. The workshops provided them several ideas for advancing and enhancing our community.

Blanchard:

- Over 60 people attended the pool party. A \$1 admission includes hot dogs, drinks and a DJ. He encourages future attendance by citizens of the town and friends.
- Last week the Emmitsburg food bank received a food drop from the MD food bank. This drop includes fruit, vegetables, can goods and more. This happens once a month from June - August. See the board in front of the food bank for details.
- A free Back to School Evening will be held on August 14th at the Christ Community Church to include food, school supplies and fun events! Please come out.
- Commissioner Blanchard spoke on the grand opening of the Emmitsburg Dollar General. Management is pleased with the amount of business per day thus far.
- Commissioner Blanchard attended several MML sessions as well.

Mayor's Comments:

- Applying for another \$75k in community legacy money which would bring us up to about 450k of investment downtown. Thanked the staff for efforts in reaching a \$500k – \$600k goal.
- Highlighted Heritage Day and hats off to Vietnam veterans. Mention of potential monument in front of community center for Vietnam veterans.
- Doughboy – state historical representative visited the site and directed us to a conservator. Conservator has done a study and is preparing a report which will be used for an RFP to have work performed. There has been lots of press recently regarding doughboy.
- Robert Rosensteel started "Change for Food" seven years ago from which he has raised 38k of donations for the food bank.
- The Mayor attended a soft opening of the Dollar General, a proud of accomplishment for the town of Emmitsburg.
- Congrats to U-12 baseball team on making it to regional's for 3rd strait year.
- Working with community partners on a trail from the town to the mount.
- \$140k investment in partnership to build a trail to Mount Saint Mary's. Connected 5 roads with sidewalks.
- Cathy Willets, Town Clerk is working on building a new website.
- August 1st, opening of \$15 million waste water treatment plant.
- Reviewed ordinance 2003-04 which addressed the application for and use of water outside corporate limits of Emmitsburg. This ordinance was put into place in 2003.

Administrative Business:

- Resolution 2015-01R A Resolution approving the application and receipt of financing for Community Legacy Projects Motion by Commissioner Blanchard and Second by Commissioner Sweeney. Passed 4-0 with Commissioner Ritz absent.

Consent Agenda – No Items

II. Agenda Items

Delegate Kathy Afzali
Unable to attend.

Review of Comprehensive Plan Update

Sue Cipperly, Town Planner, explained the process going forward.

Appointment to the Citizen’s Advisory Committee

To appoint Michael Hillman voted to the Citizens Advisory Committee as the Out of Town member. Motion by Commissioner Blanchard, second by Commissioner Sweeney
Vote: 4-0 in favor (Commissioner Ritz absent)

Set Agenda Items for 08/03/15 Town Meeting

1. Approval of election judges.
2. Presentation from Sue Cipperly of Community Legacy projects completed to date.
3. Update on Comprehensive Plan

III Public Comments

Bob Rosensteel spoke on his views in regards to the Doughboy statue.

IV SIGN APPROVED TEXT AMENDMENTS AND/OR RESOLUTIONS

IV Adjournment

With no further business, the 07/20/15 Town Meeting was adjourned at 9:02p.m.

Respectfully submitted,

Cathy Willets
Town Clerk

Approved:

ITEM G

ADMINISTRATIVE BUSINESS:

No items.

ITEM H

CONSENT AGENDA:

No items.

ITEM I

REPORTS:

Treasurer's Report - see attached

Planning Commission Report – to be given at the meeting

**TOWN OF EMMITSBURG
 CASH ACTIVITY as of July 29, 2015**

\$3,303,946	Cash Balance July 1, 2015
677,101	Deposits
<u>-942,026</u>	Withdrawals
\$3,039,021	Operating Balance Forward

<u>Check Amount</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Check Date</u>	<u>Check Number</u>
\$382,554	Conewago	June 15 WWTP Construction	7.22.15	34764
68,684	GHD	June 15 WWTP Construction	7.1.15	34672
62,440	GHD	May 15 WWTP Construction	7.1.15	34670
46,662	RK&K	June 15 WWTP Construction	7.8.15	34710
39,365	Columbia Bank	General Obligation Bond - Lincoln Ave	7.29.15	34806
34,592	Wantz Chevrolet	Truck	7.22.15	34801
24,985	Comptroller of MD	4Qtr FY15 Bay Restoration Fee	7.15.15	34743
17,872	MD Dept of Budget & Management	June 15 Health Insurance	7.1.15	34678
17,211	MD Dept of Budget & Management	July 15 Health Insurance	7.29.15	34816
14,265	Local Govt Insurance Trust	FY16 Liability Insurance	7.15.15	34741

Ck dates 6/25/15 to 7/29/15

AGENDA ITEMS

ITEM 1

Delegate Kathy Afzali – presentation at meeting

AGENDA ITEMS

ITEM 2

Approve election judges for September 29, 2015 town election

ELECTION JUDGES 2015 TOWN ELECTION

Sharon Hane
3145 Stonehurt Ct.
Emmitsburg, MD 21727

Charlotte Mazaleski
2035 Brookfield Ct.
Emmitsburg, MD 21727

Barbara Weedon
15 First Ave.
Emmitsburg, MD 21727

AGENDA ITEMS

ITEM 3

Presentation of Community Legacy projects – to be presented at the meeting

AGENDA ITEMS

ITEM 4

Update on Comprehensive Plan- discussion at the meeting.

**IV) SET AGENDA ITEMS FOR SEPTEMBER 8, 2015
TOWN MEETING**

1.

2.

3.

4.

5.

6.

**V) SIGN APPROVED TEXT AMENDMENTS AND/OR
RESOLUTIONS**