

BURGESS AND COMMISSIONERS OF MIDDLETOWN MARYLAND

TOWN MEETING MINUTES

REGULAR MEETING

April 27, 2015

The second monthly meeting of the Burgess and Commissioners of Middletown was called to order on April 27, 2015, by Burgess Miller at 7:00 p.m. in the Middletown Municipal Center, 31 W. Main Street, Middletown, Maryland. Present were: Commissioners Jennifer Falcinelli, Rick Dietrick, Larry Bussard, Tony Ventre, and Christopher Goodman (arrived late).

Consent Agenda:

- *April 2, 2015 Public Hearing minutes*
- *April 13, 2015 Town meeting minutes*

Motion by Commissioner Falcinelli to approve the Consent Agenda, seconded by Commissioner Bussard. Motion carried 5-0.

PERSONAL REQUEST FOR AGENDA:

Unfinished Business:

Ordinance No. 15-04-02 – Zoning Text Amendments Residential Zoning Districts – Drew stated that he and Cindy reviewed the footnotes and determined that the footnotes really don't apply to anything in the table, therefore they are recommending removing footnotes #6 & 7.

Motion by Commissioner Falcinelli to approve Ordinance No. 15.04.02 as corrected (removal of footnotes #6&7) as presented by staff, seconded by Commissioner Bussard. Motion carried 5-0.

Fencing Bids – Wiles Branch Park Dog Park – Commissioner Ventre stated that we received 3 bids for the Dog Park fence. Drew stated that since we took out some gates and changed the fence type our bids came in less than we originally thought. Bids received: 1)Frederick Fence Co. - \$30,700, 2)Long Fence Co. - \$18,617 and 3)Quality Fence & Deck Co. - \$15,640.

Motion by Commissioner Ventre to approve the bid from Quality Fence & Deck Company for \$15,640.53, seconded by Commissioner Falcinelli. Motion carried (4-1 (Bussard voted against)).

FY 2016 Budget Workshop – General Fund – Drew went over the proposed General Fund Operating and CIP budgets with the Board. Commissioner Falcinelli suggested that we have an appreciation dinner for all of our volunteers. The Board agreed to budget money for this.

NEW BUSINESS:

Request for 5K Race – The Arc of Frederick County – Drew stated that the Middletown High School Track and Field Team and the Arc of Frederick County are joining together for a fundraising event on May 25, 2015.

Motion by Commissioner Ventre to approve the request for the Memorial Day 5K Fun Run for the Arc of Frederick County and Epilepsy Research, seconded by Commissioner Falcinelli. Motion carried 5-0.

Budget Amendments for FY 2015 – Drew stated that since we did not bring on the Meter Technician until January 2015 we did not purchase meters we budgeted to start the meter change out program with. Therefore we have a savings of \$45,250 as well as a savings from our Health Insurance costs for FY 15 of \$7,294. With this savings Drew is recommending that we purchase a vehicle for the Meter Technician. Drew stated that Bruce Carbaugh priced out the vehicle and it would cost approximately \$45,000. Motion by Commissioner Bussard to approve up to \$45,250 for the purchase of the meter technician vehicle, seconded by Commissioner Dietrick. Motion carried 6-0.

Drew also stated that with the savings of the budgeted Planning/zoning fees we have \$29,500 available. Drew is recommending that we refurbish the Memorial Park signs for \$1,296 and upgrade the meeting room sound system for \$6,500.

Motion by Commissioner Bussard to approve the refurbishment of the Memorial Park signs for \$1,296, seconded by Commissioner Dietrick. Motion carried 6-0.

Motion by Commissioner Goodman to approve the upgrade of the meeting room sound system for \$6,500, seconded by Commission Bussard. Motion carried 6-0.

Introduction of Amendments to the Floodplain Ordinance & Schedule Public Hearing – Burgess Miller stated that the public hearing on this Ordinance will be held June 4, 2015 at 7pm.

Planning Commission 2014 Annual Report – Burgess Miller stated that as a courtesy the Planning Commission submits their Annual Report to us for our review. Burgess Miller suggested that the Board review and if any questions, they can ask Cindy at the next workshop.

Water bills – Staff brought up that they have received numerous calls that residents had not received their water bills that were mailed out April 1, 2015. Staff informed the Board that we are getting ready to send out the late notices and ran a report and there is 700 customers that have not paid their bills. Staff stated that is very high, normally we send out 275-350 at the most for the second notice. Staff wanted some direction from the Board as to what to do with the late fee charges. The Board instructed staff to send out a letter along with their late notice advising them that if they did not receive their first notice at the beginning of April the Town will waive the late fee.

PUBLIC COMMENT:

ANNOUNCEMENTS:

ADJOURNMENT

With no further business to come before the Board, the regular meeting adjourned at 8:03 p.m.

Respectfully submitted,

Ann Griffin
Office Manager