

BURGESS AND COMMISSIONERS OF MIDDLETOWN MARYLAND

TOWN MEETING MINUTES

REGULAR MEETING

February 10, 2014

The first monthly meeting of the Burgess and Commissioners of Middletown was called to order on February 10, 2014, by Burgess Miller at 7:00 p.m. in the Middletown Municipal Center, 31 W. Main Street, Middletown, Maryland. Present were: Commissioners Jennifer Falcinelli, Larry Bussard, Richard Dietrick, Tony Ventre and Christopher Goodman.

CONSENT AGENDA

Financial Statements

Request from YMCA Women's Triathlon – September 28, 2014

Request from Francie's Family 5K Run/Walk – March 15, 2014

Monsanto Fund Donation for MVFC

Town Minutes – January 27, 2014 Town Meeting

Commissioner Bussard motioned to accept this consent agenda, seconded by Commissioner Dietrick and passed unanimously.

PERSONAL REQUEST FOR AGENDA:

Unfinished Business:

Memorial Hall Discussions – Burgess Miller stated that the Board wishes to table this to our next meeting as we have obtained some new information that we need to discuss and also would like to speak to Mr. Brenengen about further.

Credit Card Convenience Fees – Drew stated that the Board had agreed that they wanted to move forward with credit cards but did not want to pay the fees involved with taking credit cards. Drew stated that he has spoke with 2 different companies that provide the ability to pay your bill via our website by credit card. Drew stated that there is no charges to have this set up, but there is a convenience fee involved but fee would be paid by the resident and collected by the company with which we decide to go with. Drew stated that he would like to have Ann Griffin, Office Manager and Lacey Gordon, Financial Officer go through the webinars with each company and allow them to make the decision of which one to go with that best fits our needs.

Motion by Commissioner Falcinelli to approve credit card payments through either Hamer Enterprises or MuniPAY depending on staff making the final decision with what works best for our needs, seconded by Goodman. Motion carried 6-0.

\$2,000,000 Line of Credit Bids – Drew stated that at last month's meeting the Board asked me to obtain some more information in regards to the line of credit. Included in the packet was a breakdown of the banks with the interest & Libor rates. Drew stated that it is staff's recommendation to go with MVB, the interest is the lowest and you get an additional year versus the other banks.

Motion by Ventre to approve the MVB line of credit, seconded by Bussard. Motion carried 6-0.

Appointment of Planning Commission Temporary Alternate – Burgess Miller stated that Dixie Eichelberger has submitted her resume to be the temporary alternate for the Planning Commission. Motion by Bussard to appoint Dixie Eichelberger as the temporary alternate to the Planning Commission, seconded by Ventre. Motion carried 6-0.

REPORTS OF COMMITTEES –

WATER & SEWER – Commissioner Falcinelli reported:

Water usage - 301,000 gallons per day

Spring Flow – 129,000 gallons per day

Unbudgeted Expenses - Commissioner Falcinelli stated that the water & sewer fund had some unbudgeted expenses last month. We had to buy a new turbidimeter for the West Plant costing \$1,100, muffin monster at the East Plant costing \$11,889 and pista grit reducer costing \$1,400.

Manganese Removal Design – Bruce Carbaugh is working on the design, will be presented it at the February 19, 2014 meeting at 7pm.

PUBLIC WORKS – Commissioner Bussard reported:

Snow/Ice – we had several snow/ice events; the guys have been out and have had the streets in very good shape. A lot of trees & tree limbs came down as a result of the ice storm on Jan. 29 & 30. If they were blocking roads, our guys cut them up and put on the owner's property, it is up to the property owner to dispose of.

Boiler – the boiler at the Municipal Center was replaced on Feb. 6th.

Bulk Trash – Saturday, March 15 is the next bulk trash pick-up.

PLANNING COMMISSION – Commissioner Goodman reported:

Sandwich Board Regulations – approved regulations for sandwich boards

Active adult text amendment – still working on

Cross Stone Commons – CVS reps will be present at the workshop. Commissioner Goodman invited the Burgess & Commissioners to attend February 12, 2014 at 7pm.

PARKS & RECREATION – Commissioner Ventre reported:

Remsberg Park – Commissioner Ventre stated that although the Parks & Rec have not met, they have continued to make decisions via email. Commissioner Ventre stated that Cindy came to him asking if a developer could do their plantings on the Remsberg Park, they have agreed to do so.

Board will not meet again until March.

FINANCE – Commissioner Dietrick reported:

Commissioner Dietrick presented a power point presentation to the Board showing them where we stand currently with our year to date, where we are on budget, where we are under and where we are over. Commissioner Dietrick wanted the Commissioners to get an understanding of where we are right now since its Budget time again.

PUBLIC INFORMATION – no report

New Business:

Proposed Text Amendment to Sign Regulations for Sandwich Board's – Burgess Miller stated that the permit for Sandwich Board signs will be free, each business will be allowed 2 boards offsite within ¼ mile of business. The Board accepted the proposed text amendment for Sandwich Boards. The public hearing will be held on March 6, 2014 at 7pm.

ADJOURNMENT

With no further business to come before the Board, the regular meeting adjourned at 7:45p.m.

The Board entered into executive session at this time.

Respectfully submitted,

Ann Griffin
Office Manager