

***BURGESS AND COMMISSIONERS  
OF MIDDLETOWN MARYLAND***

**TOWN WORKSHOP MEETING MINUTES**

**WORKSHOP MEETING**

**July 7, 2022**

The workshop meeting of the Burgess and Commissioners of Middletown was called to order on July 7, 2022, by Burgess Miller at 7:00 p.m. Present were Commissioners Kevin Stottlemeyer, Christopher Goodman, Rick Dietrick, and Jean LaPadula.

**PUBLIC COMMENT:** None.

**PERSONAL REQUESTS FOR AGENDA:** None.

**STAFF REPORTS:**

**Deputy Report** – No Deputy was present at meeting. A copy of their report was included in the meeting packet.

**Staff Planner Report** – Cindy reviewed her report.

**Engineer’s Report** – Director of Public Works was not present. No report given.

**Main Street Manager Report** – Main Street Program Manager was not present. No report given.

**Zoning Administrator’s Report** – Zoning Administrator was not present. Burgess Miller stated that he contacted County officials regarding the construction debris at 1 North Pointe Circle. The County inspector was dispatched, and the site was cleaned up. Debris has been deposited since. The Zoning Administrator and Town Attorney are drafting a letter of notice for the property owner. A second notification would result in imposed daily fines until the violations are corrected.

**CONSENT AGENDA:**

- **Town Meeting Minutes**
  - *June 27, 2022 – Town Meeting*

Commissioner LaPadula requested that the Planning Commission Report section be amended to include “The Town Board agreed that the Planning Commission does not need approvals from the adjoining property owners to move forward with the Memorial Hall Site Plan review”. This is for the Memorial Hall property only and does not include any improvements on adjacent property owners without their permission. The corrections will be made to the meeting minutes.

**UNFINISHED BUSINESS:**

**Community Parks & Playground Grant Applications** – DNR is now accepting grant applications for the Community Parks and Playgrounds (CP&P) Program to be considered for inclusion in DNR’s FY24 capital budget request. The Parks Committee will be meeting July 20<sup>th</sup> and generate ideas. Commissioner Goodman and the Town Administrator will meet prior to the July 25<sup>th</sup> Town Board meeting to review the multiple grants to be used to pay for projects. If anyone has suggestions for projects, please email Commissioner Goodman.

**NEW BUSINESS:**

**Request for Stop Sign – Ingalls Drive & Dean Lane** – Commissioner LaPadula recused herself from this discussion and left the meeting room. The Town received a request from residents living in the Middletown Glen subdivision to install 2 additional stop signs at the intersection of Dean Lane and Ingalls Drive where the driveway from the Coblenz farm is located. This is due to speeding that is occurring through that intersection, and the number of pedestrians that use the crosswalks at that intersection. There is currently one stop sign on Dean Lane at that location. The Town Board previously directed the residents to put this request to their HOA for approval first. The HOA has given its approval. If the Board gives its approval this would make that intersection a 3-way stop. The Town Board has no issue with this request. The Town will follow protocol and notify residents and flagging the new signs once they are installed.

After the discussion on this agenda item concluded, Commissioner LaPadula returned to the meeting room.

**Parking of Restricted Vehicles in Glenbrook Subdivision** – The HOA for the Glenbrook subdivision owns the streets and/or sections of the streets in the townhome section of the subdivision. As owners of those sections of the streets there are “Authorized Parking Only” signs posted which prohibit commercial vehicles (CV) from parking on those streets. As a result, CVs have been parking along the Town owned section of Stone Springs Lane just outside the townhome section. This has created safety hazards for property owners backing out of their driveways, and for the numerous pedestrians and bicyclists in the area. The assumption is that the CV owner(s) live in the area and park on the street at night close to their residences. The HOA does not have the authority to tow commercial vehicles parked on town streets. The Town has contacted the businesses whose vehicles are parked in the identified area. This clears the parking for a short time, but parking of CV does return. If a vehicle is towed from a Town street it must be because the vehicle is in violation of the Town Code. Town Code prohibits “restricted vehicles” from parking on Town streets (based on size of vehicle). The Glenbrook HOA prohibits commercial vehicles (which include vehicles of any size with business signs attached to them).

Two options to consider to address this safety hazard are: 1) The Town posts “No Parking Commercial Vehicles” signs along those town streets in the Glenbrook subdivision that are affected by the on-going CV parking. 2) Executing an MOU with the HOA to allow the HOA to tow those vehicles parked on town streets in the identified areas of the Glenbrook subdivision. The MOU may not occur because of the question of whether the HOA can tow a vehicle that does not violate the Town Code, but does violate the rules of the HOA. The Town Administrator will contact the Town Attorney for a legal opinion on the matter. It was recommended that the HOA consult with an attorney for an opinion as well. The Town would be interested in any legal advice the HOA does receive.

**PUBLIC COMMENTS:** None.

**ANNOUNCEMENTS:**

**Frederick County Goes Purple:** This is a grass roots initiative within the county to reduce substance abuse related deaths and overdoses and supports those in addiction recovery and their families. This observance will occur during the month of September (National Recovery Month). The Town supports this endeavor by creating a proclamation for the month, installing purple lights at the Municipal Center, wearing purple every Friday to bring awareness and understanding of mental health and substance abuse disorders, and to celebrate those living in recovery. Organizers would like to also decorate the light poles in the downtown area, create a special Memorial at Memorial Park with signs and photos of those in treatment, and hold a prayer walk from Heritage Park to Memorial Park. The organization is also asking for a \$1000.00 donation in support of the efforts. The Town Board agreed by consensus to not give a

donation but to assist in getting the information out to the public if someone would like to donate to the organization.

**National Night Out** – August 2, 2022, from 6pm-8pm, at the MVFD Carnival Grounds. This year there will be hotdogs, chips, ice cream sandwiches. Entertainment will include a bounce house, a face painter, and a strolling balloon sculpturer.

**Middletown Rec Council Independence Day Celebration** – The Town Board wants to thank the Rec Council for another successful event this year.

**Maryland Primaries** – Today is the beginning of early voting for the primary elections. Early voting in Middletown is at the Primary school from 7am-8pm. Election Day is July 19<sup>th</sup> in the local precincts.

Workshop adjourned at 8:12 PM.

Respectfully submitted,

Annette Alberghini,  
Office Manager



# *Middletown Community Deputies*

## *Monthly Activity Report*

June 2022

Dfc. Kelly Hewitt #0412

Dfc. Chudoba #0409

Dfc. McCarrick #0485

### Traffic Stats

Citations Issued: 15 (32)

Warnings Issued: 119 (633)

Repair Orders Issued: 1 (14)

Accidents: 7 (37)

Selective Enforcement: 56 (268)

### Arrest Stats

Criminal Arrests: 0 (1)

Traffic Arrests: 3 (4)

Juvenile Arrest: 0 (3)

Warrants/ Summons: 1 (4)

### Proactive Enforcement

Walking patrol: 41 (209)

Bike Patrol: 10 (16)

Talks Cards: 38 (258)

Patrol Checks: 334 (1798)

School Safety Checks: 32 (337)

### Calls for Service

Burglaries: 0 (4)

Thefts: 1 (6)

Destruction of Property: 1 (12)

Noise complaints: 0 (4)

Juvenile complaints: 2 (9)

Disorderly Conduct: 1 (5)

Suspicious Activity: 8 (34)

## **Drug Incidents / Attempted Overdose**

## **Special Events/ Important Information**

Dfc. Chudoba had a DUI arrest on a hit-and-run collision in the area of Broad St / Locust St.

Deputies worked Movie Night in the Park event.

### **Accidents**

W Main St / Willow St

E Main / Middletown Pkwy

S Church St / Washington St.

Tapias parking lot

BP station

Town Center parking lot