

BURGESS AND COMMISSIONERS OF MIDDLETOWN MARYLAND

TOWN WORKSHOP MEETING MINUTES

WORKSHOP MEETING

April 4, 2019

The workshop meeting of the Burgess and Commissioners of Middletown was called to order on April 4, 2019, by Burgess Miller at 6:30 p.m. in the Middletown Municipal Center, 31 W. Main Street, Middletown, Maryland. Present were: Commissioners Larry Bussard, Jennifer Falcinelli, Christopher Goodman, Rick Dietrick and Tom Catania (arrived late).

BUDGET WORKSHOP:

FY 2020 Water & Sewer Operating Fund (First reading) – Burgess Miller reviewed the proposed Water & Sewer operating fund. Burgess Miller stated that in this budget there is a proposed 2% water & sewer rate increase and the reason for that is, so this budget comes out with a surplus.

FY 2020-2024 Water & Sewer Capital Improvement Program (CIP) (First reading) – Burgess Miller reviewed the proposed Water & Sewer CIP budget with the Board.

STAFF REPORTS:

Community Deputy Report – Dfc. McCarrick gave the report for March.

Staff Planner Report – Cindy gave her report as attached to agenda.

Engineer's Report – Bruce gave his report.

Main Street Manager's Report – Becky gave her report.

Zoning Administrator's Report – Mark gave his report.

CONSENT AGENDA:

- *Richland Golf Club – Summer Outside Music Permit Request*
- *Francie's Family 5K – Saturday, May 11, 2019*
- *Budget Amendment 19-04*
- *Town Meeting Minutes – March 25, 2019*

UNFINISHED BUSINESS:

Ordinance 19-03-01 – Unsafe Properties (Second Reading) – only change made to this is citing the circuit court right to appeal.

Banner Policy (Third Reading) – Vote on this Monday, April 8, 2019.

NEW BUSINESS:

Boiler Replacement Municipal Center – Bid Award (Vote-April 8, 2019) – Burgess Miller stated that the bids came in over budget but, Bruce went back to the low bidder and if we went with an alternate boiler the bid would be \$59,846 which is under the \$60K budget. Commissioner Catania had some concerns about not giving all three (3) bidders the opportunity to re-bid with the alternate boiler. Burgess Miller stated that this is up for a vote on Monday night.

Audit FY 2019-2021 – Bid Award (Vote-April 8, 2019) – Burgess Miller stated that we received 5 bids for our auditor. The low bidder (UHY LLB Certified Public Accountants) has never done an audit in the State of Maryland therefore, Burgess Miller is suggesting that we go with the second low bidder (Rotz

Stonesifer Accountants Consultants Wealth Management). Burgess Miller stated that this is up for a vote on Monday night.

Amendments to Sanitary Sewer Overflow (SSO) Standard Operating Procedures – Drew stated that we’ve had some staff changes over the last few years and we’ve never updated our SSO Operating Procedures. Included in the packet is the updated procedures

Appointments – Board of Appeals - Burgess Miller stated that Daphne Gabb is up for re-election on the BOA.

PUBLIC COMMENTS:

ANNOUNCEMENTS:

- *Coloring the Street Chalk Art & Green Expo – Saturday, April 27, 2019 10:00AM – 3:00PM*

Workshop adjourned at 8:40pm.

Respectfully submitted,

Ann Griffin
Office Manager