

**BURGESS AND COMMISSIONERS
OF MIDDLETOWN MARYLAND**

TOWN MEETING MINUTES

REGULAR MEETING

July 8, 2019

The first monthly meeting of the Burgess and Commissioners of Middletown was called to order on July 8, 2019, by Burgess Miller at 7:00 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.

PUBLIC HEARING:

Ordinance 19-07-01-Water & Sewer Rate Increase – Burgess Miller stated that this 2% increase was proposed in the operating water & sewer budget which was approved last month. Commissioner Falcinelli stated that included in our packets tonight you will see the rates decreased from what was advertised. Commissioner Falcinelli stated that we were notified by a resident today that our billing system apparently rounds up which doesn't equal what our Ordinance states. Drew stated that this was properly advertised although as Commissioner Falcinelli stated the rates shown are lower than what was advertised to avoid our billing system from over charging the residents by rounding up.

Janice Schlepp, 9 Jesserong Drive – stated that we have over charged all residents since the last Ordinance was approved at least \$0.02 cents per quarter.

Drew stated that staff was notified by this today and really haven't had time to dig into this, although we did look into it and discovered that our billing system rounds up. The Board asked staff to look further into this and we will report back to the Board our findings.

Motion by Commissioner Falcinelli to approve Ordinance 19-07-01 as presented, seconded by Commissioner Catania. Motion carried 6-0.

CONSENT AGENDA:

- *Town Meeting Minutes – June 6, 2019 – Public Hearing & Town Workshop*
- *Town Meeting Minutes – June 10, 2019 – Town Meeting*

Motion by Commissioner Falcinelli to approve the consent agenda as presented, seconded by Commissioner Bussard. Motion carried 6-0.

PERSONAL REQUESTS FOR AGENDA:

Recognition of C. Harold “Corky” Zeigler on his 100th Birthday – Burgess Miller read and presented Mr. C. Harold “Corky” Zeigler with a resolution and a gift card from Main Cup.

Middletown Rec Council – Request for changes to the Banner Policy – Pam Dietrick is asking the Town to change the wording to the policy to state that if there is no other banner to be hung that the second banner be allowed to be hung for the duration of their event. Drew will make changes to the policy and bring back to the Board for their approval at the next meeting.

UNFINISHED BUSINESS:

Code Amendments:

- **Ordinance 19-07-02 – Self Storage (first reading)** – Burgess Miller stated that this is the first reading of this Ordinance regarding Self-Storage.

John Huegelmeyer, 110 Manda Drive – stated that the self-storage unit definition does not mention campers or boats, was that overlooked, or will that not be allowed? It was stated that would fall under personal property but, we will discuss with the attorney to identify specifically or leave it as a general definition.

- **Discussion of Parking Requirements for Apartments & Townhouses** – Burgess Miller stated that this item has been on our agenda for some time now and will discuss at the Joint meeting with the Planning Commission to get their input.
- **Discussion of Accessory Structure in Residential Zoning Districts** – Burgess Miller stated that this item will also be on the Joint meeting with the Planning Commission for discussion to get their input if the regulations need changed for accessory structures in residential zoning districts.

Recommendation from Public Works Committee on mid-block Crosswalks Guidelines and Traffic Calming Measures – Drew stated that the Board asked staff for standards on mid-block crosswalks and traffic calming measures. Commissioner Bussard stated that his Public Works Committee met with Bruce and JR to discuss. Bruce went over his memo that he prepared for the Board. Bruce stated that curb bump outs/chokers or speed tables/humps are the recommendations from staff. Bruce also stated that a mid-block crosswalk should never be used as a measure for traffic calming. Mid-block crosswalks sole purpose is for providing pedestrian crossing at an “uncontrolled location”. Bruce states that the Public Works department ethically cannot support the use of a mid-block crosswalk for the purpose of traffic calming as it is unsafe for the public.

Ron Moss, 213 Broad Street – questioned what other traffic calming devices are available to install as he feels they need something mid-block. Mr. Moss went over the most recent traffic statistics that he feels show a need for something mid-block.

Commissioner Falcinelli – asked Mr. Moss why they are not in favor of bump outs? Commissioner Falcinelli stated that she spoke to a traffic engineer at the MML conference last week about traffic calming measures and he stated that he recommends bump outs as it makes the road appear narrower.

Virginia Cuff, 222 Broad Street – asked what the objection to speed bumps are? Commissioner Falcinelli stated that they are hard on our snowplows and if we put them in on Broad Street, we will have every other Street in Town wanting the same. Commissioner Falcinelli stated that we would need to develop some criteria on what streets would qualify for speed bumps.

Ron Moss, 213 Broad Street – asked if a speed bump could go in mid-block on Broad Street? Bruce stated that he would recommend a speed table not a speed bump.

Amy Camarote, 226 Broad Street – asked if we could have the speed limit different during school hours?

Mrs. Scarpignato, 623 Glenbrook Drive – stated that she doesn’t think a crosswalk should be put in mid-block if there is a speed problem, your going to have people (kids) crossing with the speeding traffic.

Virginia Cuff, 222 Broad Street – stated that it is upsetting that we’ve come this far, and we are back to square one. Burgess Miller stated that we are not back to square one but there are going to have to be compromises on both sides.

Installation of Crosswalk on Glenbrook Drive – Drew stated that with FCPS now making the middle & high school kids walk to school from the Glenbrook Development we need to install a crosswalk at Glenbrook Drive and Middletown Parkway. Drew presented the Board with a picture of where the crosswalk will be installed but stated that staff is looking for some recommendation on what type of striping the Board would like for the crosswalk? The Board asked Bruce Carbaugh to present the Board with pictures of crosswalks currently in Town and the Board will decide.

Petition from Residents of Middletown Glen to Lower Speed Limit – Drew stated that he will have the speed camera installed next week to collect the speed data.

Sean Mahar, 203 Ingalls Drive – stated that would be great as most of the construction equipment should be gone.

Review of Capital Improvements Program (CIP)

- **General Fund** – Burgess Miller reviewed the proposed CIP general fund budget with the Board.
- **Water & Sewer Fund** – Burgess Miller reviewed the proposed CIP water/sewer fund budget with the Board.

REPORT OF COMMITTEES:

WATER & SEWER – Commissioner Falcinelli reported:

Water use for June – 321,467 gal., spring flow for June – 135,541, East WWTP treated 219,000 gals. and the West WWTP treated 233,000 gals.

Main Street waterline should be done by end of summer.

PUBLIC WORKS – no report:

SUSTAINABILITY – Commissioner Dietrick reported:

Cindy submitted the Sustainable Grant application that was due the end of June. Next meeting is July 16, 2019 at 5pm.

PLANNING COMMISSION – Commissioner Catania reported:

Next workshop is July 10, 2019 and the meeting is Monday, July 15, 2019 at 7pm. On the agenda is the reservoir/tank plans and self-storage text amendment.

PARKS AND REC. COMMITTEE – Commissioner Goodman reported:

The Town received a request for a trail to be installed in Jefferson Village. The Parks & Rec Committee will look into. Commissioner Goodman also stated that National Night Out is Tuesday, August 6, 2019 6-8pm.

PUBLIC INFORMATION – Commissioner Falcinelli reported:

Encouraged our residents to sign up for our list serve and robo calls.

NEW BUSINESS:

Discussion of Electronic Vehicle Charging Stations and Upgrades – Burgess Miller stated that we have company that would like to install either 2 or 4 electronic vehicle charging stations for free. It was stated that we currently do not charge for the one that we installed at the Municipal Center earlier in the year. After some discussion Drew will get data from the one, we have currently, and report back the next meeting.

Discussion of Amendments to the Investment Policy – Drew stated that our code does not include Insured Cash Sweep (ICS) Services. ICS is permitted with state loans. Drew stated that this is the first reading of this.

Review of Model Ordinance for Illicit Discharge & Connection Stormwater – Drew stated that this is the first reading of this. Drew stated that we need to create this ordinance for our MS4 permit.

Schedule of Public Hearing for Capital Improvements Program (CIP) – Public Hearing will be Thursday, August 1, 2019 with a vote at the Monday, August 12, 2019 meeting.

PUBLIC COMMENTS:

ANNOUNCEMENTS:

Meeting adjourned at 9:35pm., with the Board entering in Executive Session to discuss Employee Evaluations.

Respectfully submitted,

Ann Griffin
Office Manager