

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

TOWN MEETING MINUTES

WORKSHOP MEETING

September 6, 2018

The workshop meeting of the Burgess and Commissioners of Middletown was called to order on September 6, 2018, by Burgess Miller at 7:00 p.m. in the Middletown Municipal Center, 31 W. Main Street, Middletown, Maryland. Present were: Commissioners Larry Bussard, Christopher Goodman, Tom Catania and Rick Dietrick.

PUBLIC HEARING:

Ordinance No. 18-09-01 – An Ordinance to amend Title 13, Chapter 13.12, Section 13.12.060 of the Middletown Municipal Code for the purpose of revising the rate schedule for water and sewer service for residential user accounts and non-residential user accounts and the amount of the quarter-annual Capital Improvement Fee. No comments. Public hearing adjourned at 7:04pm.

STAFF REPORTS:

Community Deputy Report – Deputy Chudoba gave the report for August.

Staff Planner Report – Cindy gave her report.

Engineer’s Report – Bruce gave his report.

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

Becky stated that she is out of the 250th Heritage Brochure and she continues to receive requests for a copy. Becky stated that we currently have \$18,335.87 available in the 250th account.

Motion by Commissioner Goodman to approve ordering 2,000 copies at \$3,271, seconded by Commissioner Catania. Motion carried 5-0.

UNFINISHED BUSINESS:

Approval of General Fund Capital Improvements Program (CIP) Budget – vote will occur on Monday, September 10, 2018.

Approval of Water/Sewer Fund Capital Improvements Program (CIP) Budget – vote will occur on Monday, September 10, 2018.

Ordinance No. 18-9-01 – Increase to the Capital Improvement Fee – vote will occur on Monday, September 10, 2018.

First Reading/Introduction of Ordinance No. 18-09-02 – Establishing Petition Procedures – Burgess Miller stated that the Town Attorney has put the petition procedures into Ordinance form. This will be introduced on Monday, September 10, 2018.

Review of Public Information to Residents Regarding TCS for Road Improvement Projects – Drew presented the Board with the letter he drafted to the Board. Consensus of the Board to send letter out with a minor correction.

Tobias Court – Emergency Vehicle Access and No Parking - signs will be installed soon.

REPORT OF COMMITTEES:

WATER & SEWER – no report

PUBLIC WORKS – no report

SUSTAINABILITY – no report

PLANNING COMMISSION – no report
PARKS and RECREATION – no report
PUBLIC INFORMATION – no report

NEW BUSINESS:

Discussion of Text Amendment Regarding Notification of Adjoining Property Owners for Site Plans/Preliminary Plans – Burgess Miller stated that at the Staff meeting this week staff asked for clarification on this. Does the Board want the adjacent residents notified for both preliminary plans and site plans or only site plans. Preliminary Plans are for subdivisions and Site Plans are for individual lots of record. This will be discussed further at the Town Meeting on Monday, September 10, 2018.

COMMENT:

ANNOUNCEMENTS:

- *Green Talks Entomologist Lisa Kuder – Saturday, September 22, 2018 from 12:30-2:00pm. at the Middletown Library*
- *Heritage Festival – Saturday, September 29, 2018 from 10:00AM-5:00PM*

Workshop adjourned at 8:56pm.

Respectfully submitted,

Ann Griffin
Office Manager