

Town Council Minutes  
39 W. Main Street

March 12, 2015 – 7:00 p.m.

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The regular meeting of the Mayor and Council of the Town of New Market was held on March 12, 2015 in the Town Hall, 39 West Main Street, New Market, MD with Mayor Winslow Burhans presiding. Members of the Council present were Shane Rossman, Mike Davies, Jake Romanell, and Dennis Kimble. Rita Mueller was absent.

*CALL TO ORDER:* The meeting was called to order at 7:05 p.m.

*APPROVAL OF MINUTES:*

**February 12, 2015**

**Decision:** Councilman Kimble made the motion to approve the minutes as written.

**Second:** Councilwoman Rossman

**Discussion:** None

**Vote:** *For - 3 (Rossman, Romanell, Kimble) Against - 0, Abstain - 0*

The motion passed.

***Mayor & Liaison Reports:***

**Mayor Burhans:** The Mayor would like to send a certificate of appreciation to Donna Fallow for serving six years on the Planning and Zoning Board.

**Decision:** Councilman Rossman made the motion to send a certificate of appreciation to Donna Fallow.

**Second:** Councilwoman Kimble

**Discussion:** None

**Vote:** *For - 3 (Rossman, Romanell, Kimble) Against - 0, Abstain - 0*

The motion passed.

**Councilman Rossman:**

**Streetscape Update:** The clearing of the trees has begun. The Christmas tree at the community park was cut down. Councilman Rossman is looking into this getting replaced. The project manager said they are going to be taking care of cleaning up the dirt on the road. The potholes are going to be re-filled in on Main Street. For 21 W. Main Street, the project manager is trying to find something to go in between the brick and the home to prevent moisture from going in to the house. SHA is requesting a brick change for the sidewalks. The brick that was originally approved by HDC is considered a special order and SHA would like to have another brick selected incase they have a shortage of brick it will not cause a delay in the project. HDC is going to have this on the April agenda and give the public opportunity to see the new selection.

**Councilman Romanell:** Councilman Romanell reported that Delegate Krimm did get a sign off from all the members of the Frederick County delegation to submit to bill for tax equity.

**Old Business:**

1. **New Market Art Project – Yemi Fagbohun, Artist**  
Mr. Yemi Fagbohun gave a final update for the mural at the Dynamic Automotive. The unveiling ceremony is scheduled for March 28, 2015.
2. Fire Pond Clean – Up – Councilman Kimble / Matthew Witmer  
**Decision:** Councilman Romanell made a motion to fund the project, not to exceed \$2,860.00 and will be taken out of the unappropriated reserve contingent upon the appropriate insurance.  
**Second:** Councilwoman Davies  
**Discussion:** Councilman Kimble  
**Vote: For - 4 (Rossman, Davies, Romanell, Kimble) Against - 0, Abstain – 0**  
The motion passed.

**New Business:**

1. MOU between New Market and Marley Gate, L.L.C.  
**Decision:** Councilman Romanell made a motion for Mayor Burhans to sign the MOU.  
**Second:** Councilman Kimble  
**Discussion: None**  
**Vote: For - 4 (Rossman, Davies, Romanell, Kimble) Against - 0, Abstain – 0**  
The motion passed.
2. Water / Sewer Tap Allocations  
The utility department asked that the Town endorse the county allocating the taps to these properties as an administrative function and no fees are to be administered.  
Town Hall – 39 W. Main St (0.35)  
Grange Hall – 14 S. Alley (0.96)  
Sanger / Mason – 38 S. Alley (0.81)  
**Decision:** Councilman Romanell made the motion to accept the changes in the water/sewer tap allocations for Town Hall, Grange Hall and the Sanger/Mason property at 38 S. Alley.  
**Second:** Councilman Rossman  
**Discussion: None**  
**Vote: For - 4 (Rossman, Davies, Romanell, Kimble) Against - 0, Abstain – 0**  
The motion passed



3. Nomination of David Price to the Planning and Zoning Committee (Term Ending August 2016)  
**Decision:** Councilman Kimble made the motion to nominate David Price to the Planning and Zoning committee with term ending August 2016.  
**Second:** Councilman Davies  
**Discussion:** None  
**Vote: For - 4 (Rossman, Davies, Romanell, Kimble) Against - 0, Abstain - 0**  
The motion passed **scussion:** None

4. FY2015 Budget Reappropriations

Snow & Ice Removal – Increase by \$1,143.50  
Unappropriated Reserve - Decrease by \$9,693.50  
Donations – Increase by \$350.00  
Dues & Subscriptions – Decrease \$2,800.00  
Postage – Increase by \$1,000.00  
Office Supplies, Equipment & Online Services – Increase by \$5,000.00  
Clerk-Treasurer Salary Increase by: \$5,000.00

**Decision:** Councilman Rossman made the motion to accept the FY 2015 budget Reappropriations.

**Second:** Councilman Romanell

**Discussion:** None

**Vote: For - 4 (Rossman, Davies, Romanell, Kimble) Against - 0, Abstain - 0**

The motion passed

5. SHA – Tourist Area Corridor (TAC) Signage Program  
Councilman Romanell discussed with the Mayor and council the TAC program; he has composed a letter to the State highway Administration Director Cedric Ward with questions and concerns regarding the effects of the new signage program. The council is in support of Mayor Burhans signing the letter.

**Public Comments:**

Walt Kuhlman – 21 W. Main St

**ADJOURNMENT:**

**Decision:** Councilman Rossman made a motion to adjourn the meeting.

**Second:** Councilman Romanell

**Vote: For - 4 (Rossman, Davies, Romanell, Kimble) Against - 0, Abstain - 0**

**Discussion:** None

The motion passed

Respectfully submitted,

Karen Durbin  
Clerk to Council



*New Market*

# BUDEGT AMENDMENT FORM

**Budget Line Item: Snow & Ice Removal (03-12-15)**

Current Amount: \$13,656.00

Increase: \$1,143.50

Decrease: \$

**Final Amount: \$ 14,799.50**

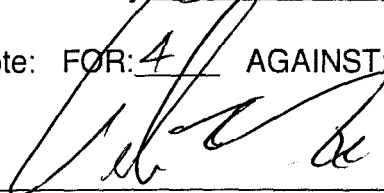
Motion by:

Councilman Rossman

Seconded by:

Councilman Romanello

Vote: FOR: 4 AGAINST: 0 ABSENT: 1 ABSTAIN: 0

  
Mayor Winslow Burhans III

3/12/2015  
Date

Budget Revised:

Copy Sent to: Karen  
Mayor

# BUDEGT AMENDMENT FORM

**Budget Line Item:** Unappropriated Reserve (03-12-15)

Current Amount: \$219,873

Increase: \$            Decrease: \$9,693.50

**Final Amount: \$ 209,909.50**

Motion by: Councilman Rossman

Seconded by: Councilman Romarelli

Vote: FOR: 4 AGAINST: 0 ABSENT: 1 ABSTAIN: 0

[Signature]  
Mayor Winslow Burhans III

3/12/2015  
Date

Budget Revised:  
Copy Sent to: Karen  
Mayor

New Market

# BUDEGT AMENDMENT FORM

**Budget Line Item:** Donations (03-12-15)

Current Amount: \$250.00

Increase: \$350.00

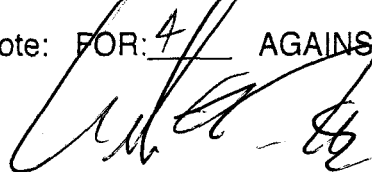
Decrease: \$

**Final Amount: \$600.00**

Motion by: Councilman Roseman

Seconded by: Councilman Romanel

Vote: FOR: 4 AGAINST: 0 ABSENT: 1 ABSTAIN: 0



Mayor Winslow Burhans III

3/12/2015

Date

Budget Revised:

Copy Sent to: Karen  
Mayor

New Market

# BUDEGT AMENDMENT FORM

**Budget Line Item: Dues & Subscriptions (03-12-15)**

Current Amount: \$5,000.00

Increase: \$

Decrease: \$2,800.00

**Final Amount: \$2,200.00**

Motion by: Councilman Rottman

Seconded by: Councilman Romanel

Vote: FOR: 4 AGAINST: 0 ABSENT: 1 ABSTAIN: 0

W. Burhans III  
Mayor Winslow Burhans III

3/12/2015  
Date

Budget Revised:

Copy Sent to: Karen  
Mayor

New Market

# BUDEGT AMENDMENT FORM

Add Budget Line Item: Postage (03-12-15)

Current Amount: \$0.00

Increase: \$1,000.00

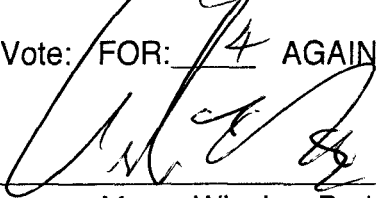
Decrease: \$

Final Amount: \$ 1,000.00

Motion by: Councilman Rossman

Seconded by: Councilman Romarell

Vote: FOR: 4 AGAINST: 0 ABSENT: 1 ABSTAIN: 0



Mayor Winslow Burhans III

3/12/2015  
Date

Budget Revised:

Copy Sent to: Karen  
Mayor





# BUDEGT AMENDMENT FORM

**Budget Line Item:** Office Supplies, Equipment & Online Services (03-12-15)

Current Amount: \$8,000.00

Increase: \$5,000.00      Decrease: \$

**Final Amount: \$13,000.00**

Motion by: Councilman Rossman

Seconded by: Councilman Romanel

Vote: FOR: 4 AGAINST: 0 ABSENT: 1 ABSTAIN: 0

[Signature]  
Mayor Winslow Burhans III

3/12/2015  
Date

Budget Revised:  
Copy Sent to: Karen  
Mayor

*New Market*

# BUDEGT AMENDMENT FORM

**Budget Line Item: Clerk-Treasuer Salary (03-12-15)**

Current Amount: \$69,093.00

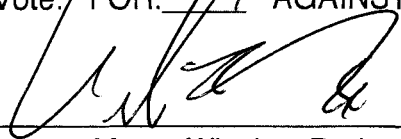
Increase: \$5,000.00      Decrease: \$

**Final Amount: \$74,093.00**

Motion by: Councilman Rossman

Seconded by: Councilman Romanelli

Vote: FOR: 4 AGAINST: 0 ABSENT: 1 ABSTAIN: 0

  
Mayor Winslow Burhans III

3/12/2015  
Date

Budget Revised:  
Copy Sent to: Karen  
Mayor