



Town Council Minutes
39 W. Main Street

November 13, 2014 – 7:00 p.m.

The regular meeting of the Mayor and Council of the Town of New Market was held on November 13, 2014 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, Rita Mueller and Dennis Kimble. Jake Romanell was absent.

CALL TO ORDER: The meeting was called to order at 7:00 p.m.

APPROVAL OF MINUTES:

October 9, 2014

Decision: Councilman Rossman made a motion to approve the minutes as written.

Second: Councilman Davies

Discussion: None

Vote: *For - 3 (Rossman, Davies, Kimble) Against - 0, Abstain - 1 (Mueller)*

The motion passed.

Mayor & Liaison Reports:

Mayor Burhans: The Mayor updated the board on the status of the property at 40-42 W. Main St. The property is going to foreclosure auction on December 5, 2014.

Councilman Rossman: The town clean up will be Saturday, November 15, 2014 from 8:00am – 11:00 am. The town received the insurance certificate for the Back to Bethlehem event on Saturday, December 20, 2014.

Councilwoman Mueller: The benches and trashcans are ready to be ordered for the 100-acre park. Councilwoman Mueller will be meeting with Tim Boyle of Playground Specialist and will need a down payment of \$15,846.78 to place the order. The warranty on the benches and trashcans is for 5 years. A new line item is needed in the capital budget for “100 acre park picnic benches and ball field project”.

Decision: Councilman Rossman made the motion to set up a line item in the Capital budget for the 100 Acre woods picnic and ball field project for \$35,655.00 for FY 2015 all of which comes from grants. Which would increase the capital budget to \$3,509,064.00.

Second: Councilman Davies

Discussion: None

Vote: For - 4 (Rossman, Davies, Mueller, Kimble) Against - 0, Abstain - 0
The motion passed

Councilwoman Mueller has ordered the Christmas roping for the light poles and will need volunteers to help put it up after Thanksgiving. A volunteer will decorate the community park Christmas tree. The Grange hall just had their parking lot redone and would like an agreement with the town for using the parking lot during snow emergencies and streetscape due to their repairs. The town will have the town engineer Shawn Burnett take a look at the parking lot and alley before any agreement is written. The fountain needs to be winterized and Councilman Kimble will help with that during the town clean up. Councilwoman Mueller would like to look into the “Pay as you throw” program and get more information for the town.

Councilman Kimble: The planning and zoning will be discussing the possibility of making the alley’s either one way or closing certain alley’s in the upcoming meetings.

Streetscape Updates:

Councilman Rossman reported that on October 23, 2014 there was an open meeting that was provided to the town and all the residents by SHA. Construction will begin on January 1, 2015. Concrete General is the contractor that won the bid and will begin with storm water drainage and in the spring will begin the major construction in phases through out the town. There will be detours through town as they go through each phase of the construction. If any body has any questions or concerns during streetscape email Councilman Romanell or Councilman Rossman and they will provide a master list of question to SHA and will meet with them once a month during the entire project. Updates and information will also be available on Facebook, twitter and the Town Website.

Special Guest: Delegate Kelly Schulz

Delegate Kelly Schulz addressed the Mayor and Council and said it’s a pleasure representing New Market. Del. Schulz has attended two business ribbon-cutting ceremonies in town and is excited to see the new businesses opening in New Market. Del. Schulz is currently working on drug awareness with MML and the municipalities within Frederick County to address some of the issues that are happening locally and statewide. There have been several fatalities due to drug overdoses in the area, and by working together and getting awareness out to the public such as 211 this provides resources for them to call. Also, Project Hope located in Thurmont, is a non-profit organization that will help find an in-patient or outpatient facility that has an open bed and maneuver through insurance issues to get the patient the help that they need. Del. Schulz said she could always be reached for any questions or concerns by either email or phone.



David Dunn - County Municipality Liaison

Decision: Councilman Rossman made the motion to have Councilman Romanell voice our support for David Dunn to continue as the county liaison for the municipalities at the next county meeting.

Second: Councilwoman Mueller

Discussion: None

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

The motion passed

Old Business:

1. New Market Art Project – Yemi Fagbohun, Artist

Mr. Yemi Fagbohun informed the Mayor and Council with an update on his upcoming project at the Dynamic Automotive Shop. He currently is still doing town research and rough sketches and has a tentative unveiling date set for March 28, 2015 and would like to attend the meetings each month with updates.

2. Marley St. Widening Project – Town Engineer – Shawn Burnett

Shawn addressed the Mayor and Council with updates to the Marley Street widening project. The Potomac Edison bill came in and the check was cut for \$12,669.51. This bill is part of the two boxes that are to be installed, and to remove the box that is in the way and pull the cable through the conduit that the town needs to install. Shawn and Councilman Rossman will need to meet with the homeowner at 21 E. Main St with in the next couple weeks to discuss an easement plat with the property owner.

To hear detailed discussion please refer to tape back up. There will be further discussions at the next Town meeting.

CIP Budget Adjustments:

Increase the Marley St widening project by \$16,833.00, which will be taken out of the General Fund in FY16.

Increase the Streetscape MOU by \$20,167.00 to be apportioned \$5,502 in FY15, \$5,502 FY17 and \$9,163 in FY16, all coming out of the general fund, which will increase the CIP to \$3,552,064.

Total CIP \$3,552,064

General Fund Total \$1,999,407

Loans in the outer years \$2,452,657

Decision: Councilman Rossman made the motion to approve the budget adjustments into the CIP as outlined.

Second: Councilwoman Mueller

Discussion: None

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

The motion passed



New Business:

1. Sustainable Maryland Certification

Mike Hunninghake gave a presentation to the Mayor and Council about the Sustainable Maryland Certification program. The program is a free and voluntary certification program for municipalities that want to go green, save money, and take steps to sustain their quality of life. More information is available on their website at www.sustainablemaryland.com.

2. SHA – MD 144 From West of Royal Oak to Bye Alley Standard Option Agreement

Decision: Councilman Rossman made the motion to have Mayor Burhans sign the standard option agreements per Shawn Burnett's concurrence.

Second: Councilman Davies

Discussion: None

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

The motion passed

3. Water Reclassification – Larry Wrinn – 163 Wicomico Ct.

Decision: Councilwoman Mueller made a motion to endorse the plan amendment to W5 to W3.

Second: Councilman Rossman

Discussion: None

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

The motion passed

4. Water / Sewer Tap Allocations

- Town Hall – 39 W. Main St. (0.35 water / sewer taps)
- Grange Hall – 14 S. Alley (0.96 water / sewer taps)
- Sanger / Mason – 38 S. Alley (0.81 water / sewer taps)

The Mayor and council would like to find more information out before making any decisions on this.

ADJOURNMENT:

Decision: Councilman Mueller made a motion to adjourn the meeting.


Second: Councilman Rossman

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

The motion passed

Respectfully submitted,

Karen Durbin
Clerk to Council





BUDEGT AMENDMENT FORM

Budget Line Item: CIP 100 Acre Woods & Ballfields (11-13-14)

Current Amount: \$0

Increase: \$35,655

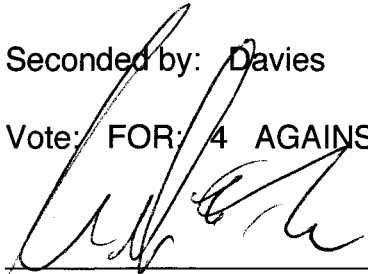
Decrease: \$

Final Amount: \$35,655

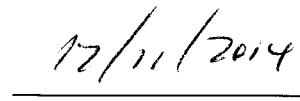
Motion by: Rossman

Seconded by: Davies

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



Mayor Winslow Burhans III



Date

Budget Revised: 12/11/14

Copy Sent to: Karen
Mayor



BUDEGT AMENDMENT FORM

Budget Line Item: CIP – Marley Street Engineering (11-13-14)

Current Amount: \$379,000

Increase: \$ 16,833.00 Decrease: \$

Final Amount: \$395,833

Budget Line Item: CIP Streetscape (11-13-14)

Current Amount: \$275,500

Increase: \$ 20,167 Decrease: \$

Final Amount: \$295,667

Motion by: Rossman

Seconded by: Mueller

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

A handwritten signature in black ink, appearing to read "Winslow Burhans III", written over a horizontal line.

Mayor Winslow Burhans III

A handwritten date "12/11/2014" in black ink, written above a horizontal line.

Date

Budget Revised: 12/11/14

**Copy Sent to: Karen
Mayor**