



Town Council Minutes  
39 W. Main Street

September 11, 2014 – 7:00 p.m.

---

The regular meeting of the Mayor and Council of the Town of New Market was held on September 11, 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, and Dennis Kimble. Jake Romanell and Rita Mueller were absent.

*CALL TO ORDER:* The meeting was called to order at 7:03 p.m.

*APPROVAL OF MINUTES:*

**August 14, 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 - 0*

The motion passed.

**Amendment to minutes from August 14, 2014, under New Business, Item #2.**

**Decision:** Councilman Rossman made a motion to approve the fun run plan contingent upon all the appropriate approvals.

**Second:** Councilman Kimble

**Discussion:** None

**Public Comment:** The fun run has been postponed until the spring of 2015.

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

The motion passed.

***Mayor & Liaison Reports:***

**Mayor Burhans:** The Mayor informed the board that on Tuesday September 9, 2014 he appeared in the District Court for a property appearance violation for the property located at 40-42 W. Main St. The Judge imposed the fine and doubled it from \$500.00 to \$1000.00; however, would not grant the order for abatement unless there was already an order for her to sign. We had the attorney write up the order and we hand delivered it back to the Court for the Judge to sign. Once that abatement is signed the defendant (property owner) will have 30 days to make the abatement. If that is not made after the 30 days, we can go in and clean up the property and put a lien on the property for the amount the Town spent to clean up the property. An estimate was received from

Frederick Landscaping for a proposal to do the following: Removal of saplings, large weeds, overgrown shrubs, and small trees, 3-inch caliper or less. Cut and remove all down trees, tree limbs, and organic debris. Bush hog mow all turf and accessible areas. Blow and remove all debris from public walks, streets and alley. Remove and dispose the metal roof and wood siding of the collapsing shed adjacent to South Alley. Items excluded: concrete slab of Rear shed, Standing trees, larger than 3 inch in caliper, white sided Shed in the middle of the yard. Not responsible for down utility wires or private utilities. Work to proceed following written notification. Approximate time to complete, 3 working days. The total estimate is \$4,746.00.

The Mayor spoke with the PNC bank asset resolution team and they informed him that the property will be going to foreclosure soon.

### **Budget Appropriation**

**Motion:** Councilman Kimble made a motion to make an appropriation of \$4,746.00 for the abatement of 40-42 W. Main St. and take that out of the unappropriated reserve.

**Second:** Councilman Rossman

**Discussion:** None

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

The motion passed

The Mayor attended the 9/11 Ceremony that was arranged by Frederick County and was hosted by the New Market Fire Department. There was a nice turn out for the remembrance of September 11 and their appreciation for everyone to stay vigilant in these times.

**Councilman Rossman:** There will be a Streetscape Town Hall meeting at the New Market Elementary School on October 23, 2014. The time is still to be determined. They will be giving updates on the streetscape project and answering questions. As soon as more information is available it will be posted on the Town Facebook page and the Town website. Councilman Rossman introduced the senior class president of Linganore High School to inform the board about the Homecoming parade scheduled for Saturday, October 18, 2014 at 10:00am – 11:00am. The parade route will follow RT 144 through town and end at Third Alley next to the New Market Volunteer Fire Department. North Alley will be open to allow traffic to bypass the parade route. Signs will be posted with road and alley closures and the Sheriff's department will be directing traffic.

### **Linganore Homecoming Parade**


**Motion:** Councilman Kimble made a motion to approve the plan as submitted with the amendment of additional signs to be located at RT 144 and Meadow Road, and the town will put up the road closure signs on the alleys. Also, the town will put out a notice to the local radio stations WFRE and WFMD.

**Second:** Davies

**Discussion:** None

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

The motion passed



Councilman Rossman reported that the town office has scanned close to 9,000 documents into Shorescan and there will be a demo of the Shorescan system at a future meeting. At the September 9, 2014 HDC/ARC meeting Councilman Rossman reported that there is a drainage pipe in the alley by Milo's that trash and delivery trucks have been going over and might need to be looked at before any more damage occurs. Also, Milo's is working on relocating their trash dumpster and that agenda item will be brought back to the October HDC/ARC meeting.

**Old Business:**

**1. Fire Pond Clean – Up – Councilman Kimble / Matthew Witmer**

This item will be rescheduled for the October meeting.

**2. Crossing Guards – New Market Middle School**

Mayor Burhans met with FCPS superintendent Dr. Alban and the department of transportation. They understand the problem; however, there are other situations in other parts of the county that are similar and they suggested a program called a walking bus. The walking bus would entail the group of kids gathering at the crosswalk and a parent leading them across the crosswalk with another parent behind the group. If residents in Brinkley Manor and the Orchard are interested in starting this, they will need a liaison for the program and let them know so the program can be started.

**Public Comment:**

Kelly Spore – 501 Hatties Lane

**3. Temporary Code Enforcement & Permit Authorization**

**Decision:** Councilman Kimble made a motion to authorize the Wilson T. Ballard Co. to be the code enforcement and zoning administrator during the times when Bruce Galloway is unavailable.

**Second:** Councilman Davies

**Discussion:** None

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

The motion passed

**New Business:**

**1. SHA Entry Agreement – New Market Community Park**

**Decision:** Councilman Rossman made a motion to sign the entry agreement.

**Second:** Councilman Davies

**Discussion:** None

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

The motion passed

**2. New Market United Methodist Church – Pastor Scott**

Pastor Scott of the New Market United Methodist Church would like to have a live nativity, “Back to Bethlehem” on North Alley Saturday, December 20, 2014 from 3:00pm - 6:00 pm. The church would need to have North Alley closed during this time. The event will start in the parking lot of Milo’s and will follow North alley ending at the NMUMC. Pastor Scott will return to next months meeting with finalized details.

**3. Crosswalk @ Royal Oak Dr. / Wicomico Ct.**

The crosswalk at Royal Oak Dr. and Wicomico Ct. was not installed properly several years ago. Councilman Romanell is working on getting bids on redoing the crosswalk and will present that at next months meeting.

**ADJOURNMENT:**

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

**Second:** Councilman Kimble

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

The motion passed

Respectfully submitted,

Karen Durbin  
Clerk to Council

A handwritten signature in black ink, appearing to be the initials 'KD' or similar, located in the bottom right corner of the page.