



Town Council Minutes
39 W. Main Street

August 16, 2017 – 7:00 p.m.

The regular meeting of the Mayor and Council of the Town of New Market was held on Thursday, August 16, 2017 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, Scott Robertson and Dennis Kimble. Jake Romanell was absent.

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

APPROVAL OF MINUTES:

June 8, 2017

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

Second: Councilman Kimble

Discussion: None

Vote: For – 3 (Davies, Robertson, Kimble) *Against – 0, Abstain – 1* (Rossman)

Absent – 1 (Romanell)

The motion passed

July 13, 2017

The July 13, 2017 minutes will be deferred until the September 14, 2017 meeting due to lack of quorum.

Mayor & Liaison Reports:

Mayor Burhans: Mayor Burhans reported that he has a cost proposal for an appraisal on 40-42 W. Main St. from Wayne Six with Six & Associates for a cost of \$450.00 to evaluate the property both with the structure and without the structure. Mayor Burhans asked for a motion to spend \$450.00 out of the unappropriated reserve.

Decision: Councilman Rossman made a motion to approve the \$450.00 for the appraisal at 40-42 W. Main St.

Second: Councilman Kimble

Discussion: None

Vote: For – 4 (Rossman, Davies, Robertson, Kimble) *Against – 0, Abstain – 0*

Absent – 1 (Romanell)

The motion passed

Councilman Rossman: Councilman Rossman reported that he had a meeting with SHA and Concrete General on August 1, 2017 to go over the punch out list for streetscape, and said a lot of water issues and streetlight issues are still being addressed. SHA is going to come and evaluate why certain things are happening and get a professional opinion on how to resolve the problems. The transfer of the road is on hold until these issues are resolved. The Events Committee has two more events coming up, Movie night in the park on September 9, and October 14, 2017 will be Battle of the Bands in the park. Mayor Burhans would like to schedule a day for himself and a couple of the councilmembers go to Shippensburg and look at barn packages and get information on them so the town can look into putting a barn structure at the Community park for future events to be held year-round.

Councilman Davies: Councilman Davies reported that after researching with SHA the proposed Town of New Market 5K Run will not be able to happen this fall and he will look into getting it set up for next fall. Councilman Davies is also continuing to work on getting the end of the year dinner put together and will report back when he has more information.

Councilman Robertson: Councilman Robertson reported that the pump at the Messenell Park will be installed this weekend. The LOUYAA benches at the park are sinking and Councilman Robertson will continue looking getting that resolved. Councilman Robertson has arranged for photo's to be taken of everyone at Town Hall and once there is a date set for that everyone will be notified. Councilman Romanell sent information to Councilman Robertson on different places to get the Town flag manufactured and Mayor Burhans also mentioned to look at the information he had sent from Jim Higgs about the Town flag. Councilman Robertson is also still working with getting a Town logo designed.

Special Guest: Ms. Carin miller – Maryland Heroin Awareness Advocates

Ms. Carin Miller presented information to the Mayor and Town Council about the “Be a Hero Save a Life” Good Samaritan Law. The law went into effect October 1, 2015 and provides protection if you were to call 911 if efforts to help during a drug or alcohol overdose. For more information on the Good Samaritan Law visit www.MDDestinationRecovery.org or www.MDCoalition.org/SaveALife

Old Business:

1. 40 S. Alley – Town Hall Renovations

Chris Goettge presented the scope of work proposal for the renovation to 40 S. Alley which includes architectural design, permitting and construction related activities for the remodel of a single-family residence to become the new Town Hall. Mayor Burhans said that Mr. Wantz is reviewing everything and felt as though it was appropriate to give the authorization to send out the request for proposal once Mr. Wantz has approved and amended the bid package.



Decision: Councilman Rossman made a motion to allow Chris Goettge to send out the request for proposal contingent upon Mr. Wants' review and approval of the documents.

Second: Councilman Robertson

Discussion: None

Public Comment: None

Vote: For – 3 (*Rossman, Davies, Robertson,*) *Against – 0, Abstain – 1* (*Kimble*)
Absent – 1 (*Romanell*)

The motion passed

Councilman Kimble works for a remodeling contractor that maybe interested in bidding the project. Councilman Kimble is going to recuse himself from all matters related to the 40 S. Alley project if his company bids the project. Councilman Rossman is going to oversee the 40 S. Alley project.

New Business:

1. The Wilson's: Pat Faux gave a presentation on the Wilson's petition for annexation. The Wilson's farm is the Original farm of the Town Founders. They currently have a winery on the farm and would like to annex into the Town and stay agricultural. They also would like to make a text amendment to the agricultural zone to accommodate their existing business. Pat is asking for a motion to take the resolution to the Planning and Zoning Commission for their review and to find it consistent with the Comprehensive Plan and then have that recommendation come back to the Town Council for a public hearing on the annexation. The proposed annexation property is 137.47 acres.

- a) Annexation Petition: Resolution # 2017-04

Decision: Councilman Kimble made a motion to introduce Resolution 2017-04.

Second: Councilman Robertson

Discussion: None

Public Comment: Tony Burk – Mt. Airy Messenger

Vote: For – 4 (*Rossman, Davies, Robertson, Kimble*) *Against – 0,*
Abstain – 0 Absent – 1 (*Romanell*)

The motion passed

- b) Zoning Text Amendment: Ordinance # 2017-04

Decision: Councilman Rossman made a motion to introduce Ordinance 2017-04.

Second: Councilman Davies

Discussion: None

Public Comment: None

Vote: For – 4 (*Rossman, Davies, Robertson, Kimble*) *Against – 0,*
Abstain – 0 Absent – 1 (*Romanell*)

The motion passed



2. Karen Cappiella, Center for Watershed Protection
Karen Cappiella discussed the grant opportunities that she is applying for to help with the fire pond and drainage project on North Alley. The first grant she is applying for is through the National Fish and Wildlife Foundation and is due September 12, 2017 for \$50,000. The second one is through the Chesapeake Bay Trust Watershed Assistance Grant for \$75,000 and is due on September 22, 2017. Karen is asking for approval to apply for the grant that is due on September 12 and will get more information on the grant due on September 22, 2017 and report back at the September meeting.

Decision: Councilman Rossman made a motion to give Karen Cappiella authorization to apply for the National Fish and Wildlife Foundation Grant and the Chesapeake Bay Trust Watershed Assistance Grant.

Second: Councilman Robertson

Discussion: Councilman Robertson

Public Comment: Tony Burk – Mt. Airy Messenger

Vote: For – 4 (Rossman, Davies, Robertson, Kimble) *Against – 0, Abstain - 0*
Absent – 1(Romanell)

The motion passed

3. Sidewalk Scope: Isaac Russell St. to LOUYAA Athletic Field: Shawn Burnett
Brian Dusza presented for Shawn Burnett the scope of work for the Isaac Russell St. to LOUYAA Athletic Field sidewalk. The ad will be posted in the paper on August 28, 2017 with an onsite meeting scheduled for September 15, 2017 and bids to be opened at the October 12, 2017 meeting.

Decision: Councilman Kimble made a motion to have Shawn Burnett proceed with the request for public notice of the proposal scope of work specification.

Second: Councilman Davies

Discussion: None

Public Comment: None

Vote: For – 4 (Rossman, Davies, Robertson, Kimble) *Against – 0, Abstain - 0*
Absent – 1(Romanell)

The motion passed

4. Budget Reappropriations:

MML Meeting – Gift Bags – FY 18

Decision: Councilman Rossman made a motion to approve the increase to the MML line item by \$500.00 and take it out of the unappropriated reserve.

Second: Councilman Davies

Discussion: None

Public Comment: None

Vote: For – 4 (Rossman, Davies, Robertson, Kimble) *Against – 0, Abstain - 0*
Absent – 1(Romanell)

The motion passed



2 Additional Mowing's until the end of August, for the East end of Town - FY 18

Decision: Councilman Robertson made a motion to approve the increase to the mowing line item by \$296.00 and take it out of the unappropriated reserve.

Second: Councilman Davies

Discussion: None

Public Comment: None

Vote: For – 4 (Rossman, Davies, Robertson, Kimble) **Against – 0, Abstain - 0**
Absent – 1(Romanell)

The motion passed

FY 17 Budget Amendment – Park repairs crossover between fiscal year

Decision: Councilman Rossman made a motion to increase the Parks and Recreation budget line item for FY 17 by \$1,498.00 and take it from the unappropriated reserve for FY17.

Second: Councilman Robertson

Discussion: None

Public Comment: None

Vote: For – 4 (Rossman, Davies, Robertson, Kimble) **Against – 0, Abstain - 0**
Absent – 1(Romanell)

The motion passed

5. Board Appointments:

- a) Board of Appeals: Christopher Berry, Term Ending: February 2018

Decision: Councilman Kimble made a motion to appoint Christopher Berry to the Board of Appeals with a term ending February 2018.

Second: Councilman Rossman

Discussion: None

Public Comment: None

Vote: For – 4 (Rossman, Davies, Robertson, Kimble) **Against – 0,**
Abstain - 0 Absent – 1(Romanell)

The motion passed

- b) Planning & Zoning: Todd McEntire, Term Ending: August 2020

Decision: Councilman Rossman made a motion to appoint Todd McEntire to the Planning & Zoning Board with a term ending August 2020.

Second: Councilman Kimble

Discussion: None

Public Comment: None

Vote: For – 4 (Rossman, Davies, Robertson, Kimble) **Against – 0,**
Abstain - 0 Absent – 1(Romanell)

The motion passed



Mayor Burhans asked for approval to sign a Certificate of Appreciation for Aaron Gordon's service on the Planning and Zoning board, he served on the board from April 2013 to August 2017. Aaron resigned from the Planning and Zoning Board due to taking a teaching position in Canada. The Council approved the Mayor to sign the certificate and thanked Aaron for his service to the Town.

Public Comment:

Councilman Kimble asked for an update on the possible annexation of the Buzzard Brother Property. Mayor Burhans reported that property is in violation of the county ordinance and does not comply with their zone. The Town has sent a letter to the property owner to see if he wants to be annexed. The county council has a work session on August 22, 2017 on their bill 17-13 which is a text amendment, and Mayor Burhans or Pat Faux is going to attend that meeting and oppose the text amendment.

ADJOURNMENT:

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

Second: Councilman Rossman

Public Comment: None

Discussion: None

Vote: For – 4 (*Rossman, Davies, Robertson, Kimble*) *Against – 0, Abstain – 0*

Absent – 1 (*Romanell*)

The motion passed

Respectfully submitted,

Karen Durbin
Clerk to Council

