



Town Council Minutes
39 W. Main Street

April 13, 2017 – 7:00 p.m.

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

CALL TO ORDER: The meeting was called to order at 7:07p.m.

APPROVAL OF MINUTES:

March 9, 2017

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

Second: Councilman Rossman

Discussion: None

Vote: For – 3 (*Rossman, Romanell, Kimble*) **Against – 0, Abstain – 0 Absent – 2**
(*Davies, Mueller*)

The motion passed

Mayor & Liaison Reports:

Mayor Burhans: Mayor Burhans has been reviewing the CIP budget and gave an update that the main CIP projects are the Pedestrian lighting, Marley St. and 6th Alley. The 6th Alley project is completed and Marley St. and Pedestrian lighting project will probably be extended into next fiscal year. The Pedestrian Lighting is targeted to go over budget by \$2,900.00. The Marley St. project is projected to be about \$20,000.00 under budget. The 6th Alley project came in \$7,000.00 under budget.

Councilman Rossman:

Councilman Rossman reported that “Cindy Alvarado on the Road Again 5K Run” is scheduled for April 29, 2017 along with the Open Market on the sidewalks in town, there are around 18 vendors that will be setting up. At the workshop for the composting bins that was held at Town Hall, Councilman Rossman live streamed the workshop on the Town Facebook page and also live streamed the Linganore High School Safe and Sane driving event that took place at the school.

Streetscape Update:

Councilman Rossman reported that streetscape is coming to a close and that the netting has been removed and grass seed and straw have been laid down at the staging area

property. Councilman Rossman and Shawn Burnett did a walk through and a lot of the concrete is starting to crack, caps on the walls on the east side are showing cracks. They have expressed concerns to SHA and their response was there isn't much that can be done to resolve it. The sod that was installed is under warranty for one year and there are several areas that will be replaced this spring. There are 10 pedestrian lights that are not working. SHA has been marking them with red flags showing which ones are not currently working and are talking with the contractor to figure out why they are not working.

Councilman Romanell:

Councilman Romanell reported that the Green Team's first order of compost bins have sold out and there is a waiting list for the next order of compost bins. When they are available he will let everyone know when they can pick them up at Town Hall. There is a Frederick County compost summit taking place on May 22, 2017 and Michele Corpora will represent the New Market Green Team. Jenn Runkles is working on getting brochures printed for the walking trails in Town.

Councilman Kimble:

Councilman Kimble reported at the last planning and zoning meeting, the floodplain area in Royal Oaks will be back on the agenda with updates from FEMA.

Old Business:

1. Review of Permit Fees – Pat Faux

Pat Faux presented the Permit Fee Resolution 2017-01.

Decision: Councilman Rossman made the motion to adopt Resolution 2017-01 to go into effect immediately.

Second: Councilman Kimble

Discussion: None

Vote: For – 3 (*Rossman, Romanell, Kimble*) *Against – 0, Abstain – 0*
Absent – 2 (*Davies, Mueller*)

The motion passed

2. Review of County's Solid Waste Management Plan

Councilman Romanell reviewed the plan with the Council and asked what plan they would like to go with.

Decision: Councilman Rossman made the motion to accept the option # 2 plan.


Second: Councilman Kimble

Discussion: None

Public Comment: Roger Wilson

Vote: For – 3 (*Rossman, Romanell, Kimble*) *Against – 0, Abstain – 0*
Absent – 2 (*Davies, Mueller*)

The motion passed



New Business:

1. Community Sustainable Agriculture Project (CSA)
Michele Corpora with the New Market Green Team and Ms. Carol Rollman from The Sycamore Spring Farm in Frederick, gave a presentation to the Mayor and Council of the CSA program that the New Market Green team would like to initiate for the New Market residents. The program is for 22 weeks and starts in May. The Green Team is currently working on where the drop off and pick up location will be. For more information, go to the town website.
2. Proposed placement of dog waste bag stations on Main St., North Alley, S. Alley
Jennifer Runkles, vice-chair of the New Market Green Team gave a presentation of the dog waste bag stations and reviewed the map of where the 10 proposed stations will be placed. This will be presented at the next HDC/ARC meeting for their approval. If HDC has concerns with the material's, there are wooden stations available.
3. HDC Re-appointment

Larry Wrinn – Term Ending April 2020

Decision: Councilman Romanell made the motion to re-appoint Larry Wrinn to the HDC/ARC board with a term ending April 2020.

Second: Councilman Kimble

Discussion: None

Public Comment: None

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

Absent – 2 (*Davies, Mueller*)

The motion passed

Andy Stacey – Term Ending May 2020

Decision: Councilman Kimble made the motion to re-appoint Andy Stacey to the HDC/ARC board with a term ending May 2020.

Second: Councilman Romanell

Discussion: None

Public Comment: None


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

Absent – 2 (*Davies, Mueller*)

The motion passed

4. Boyers Mill Rd Boring Request – Pat Faux

Decision: Councilman Kimble made the motion to grant the county the right to do test boring on Lot 1 subject to answering the question about where the water is going to go once it enters the ground and that we would ask them to provide



sidewalks adjacent to the 2.3 acer lot connecting to where it ends at the post office and include streetlights.

Second: Councilman Romanell

Discussion: None

Public Comment: None

Vote: For – 3 (*Rossman, Romanell, Kimble*) *Against – 0, Abstain – 0*
Absent – 2 (*Davies, Mueller*)

The motion passed

5. Budget Amendments

Community Park Grant

Decision: Councilman Romanell made the motion to establish a line item called Community Park Electrical Grant for an appropriation of \$4,856.00 and increase the unappropriated reserve.

Second: Councilman Rossman

Discussion: None

Public Comment: None

Vote: For – 3 (*Rossman, Romanell, Kimble*) *Against – 0, Abstain – 0*
Absent – 2 (*Davies, Mueller*)

The motion passed

Board of Elections Appropriation

Appropriate money to pay the three election board members \$125.00 for the 2017 Election.

Decision: Councilman Romanell made the motion to re-appropriate \$375.00 and take that out of the unappropriated reserve.

Second: Councilman Kimble

Discussion: None

Public Comment: None

Vote: For – 3 (*Rossman, Romanell, Kimble*) *Against – 0, Abstain – 0*
Absent – 2 (*Davies, Mueller*)

The motion passed

Permit Application Fee

The permit applications have increased this year.

Decision: Councilman Romanell made a motion to increase line item New Construction by \$2,500.00 and line item Renovation by \$1,750.00, and increase the unappropriated reserve by \$4250.00

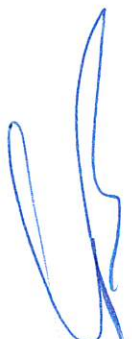
Second: Councilman Kimble

Discussion: None

Public Comment: None

Vote: For – 3 (*Rossman, Romanell, Kimble*) *Against – 0, Abstain – 0*
Absent – 2 (*Davies, Mueller*)

The motion passed



Permits & Inspection

Decision: Councilman Romanell made a motion to increase Permits & Inspections by \$4,250.00 and take it from the unappropriated reserve.

Second: Councilman Rossman

Discussion: None

Public Comment: None

Vote: For – 3 (*Rossman, Romanell, Kimble*) *Against – 0, Abstain – 0*
Absent – 2 (*Davies, Mueller*)

The motion passed

Public Comment:

- Councilman Kimble mentioned that Blues BBQ is interested in bring their food truck into town.

ADJOURNMENT:

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

Second: Councilman Romanell

Discussion: None

Public Comment: None

Vote: For – 3 (*Rossman, Romanell, Kimble*) *Against – 0, Abstain – 0*
Absent – 2 (*Davies, Mueller*)

The motion passed

Respectfully submitted,

Karen Durbin
Clerk to Council





BUDGET AMENDMENT FORM

Budget Line Item: Community Park Electric Grant

Current Amount: \$0

Increase: \$4,856

Decrease: \$0

Final Amount: \$4,856

Budget Line Item: Unappropriated Reserve

Current Amount: \$192,080

Increase: \$4,856

Decrease: \$0

Final Amount: \$196,936

Motion by: *Councilman Remanell*

Seconded by: *Councilman Rossman*

Vote: FOR: *3* AGAINST: ABSENT: *2* ABSTAIN: 0

[Signature]

Mayor Winslow Burhans III

Date

Budget Revised:

Copy Sent to: Karen
Mayor