

The Town of New Market



Town Council Minutes
40 South Alley, New Market, MD. 21774
General Session
August 11, 2022 – 7:00 p.m.

The meeting of the Mayor and Council of the Town of New Market was held in person and virtually via Zoom on Thursday, August 11, 2022, with Mayor Winslow Burhans presiding. Council members present: Shane Rossman, Chris Weatherly, and Michael Wright (via Zoom). Councilmen Matt Chance and Dennis Kimble were absent. Also in attendance were Pat Faux, Town Planner/Zoning Administrator; Shawn Burnett, Town Engineer; Steve Pippin, New Market Civic Partnership; and Caitlin Moroney, Main Street Manager/Town Clerk.

CALL TO ORDER: The meeting was called to order at 7:02 p.m.

APPROVAL OF MINUTES

Motion: Councilman Weatherly made a Motion to approve the minutes of the June 9, 2022, meeting as written
Second: Councilman Rossman
Discussion: None
Public Comment: None
Vote: For – 3 (Rossman, Weatherly, Wright)
Against – 0
Abstain - 0
Absent – 2 (Chance, Kimble)
The Motion passed.

NEW BUSINESS

New Market Cemetery Request for Reduction of Permit Fees

Bill Falconer, President of New Market Cemetery, requested that the Council reconsider the fees charged for the Burgess Street access due to limited funds to operate and maintain the

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cemetery. Discussion ensued amongst Mr. Falconer and Council. It was decided that the New Market Cemetery would pay Invoice #2834 in the amount of \$199.64, and the Town would waive the 15% administrative fee for Invoice #2834 (\$65.10), reducing this invoice to \$434.00 which the Town would pay.

Motion: Councilman Rossman made a Motion that the New Market Cemetery would pay the invoice of \$199.64 and that the Town waives the 15% administrative fee for the invoice of \$499.10, and the Town would pay \$434.00 from the donation fund.

Second: Councilman Weatherly

Discussion: None

Public Comment: None

Vote: For – 3 (Rossman, Weatherly, Wright)

Against – 0

Abstain - 0

Absent – 2 (Chance, Kimble)

The Motion passed.

2022 Frederick County Hazard Mitigation Plan Update (Introduction of Resolution 2022-03)

Shawn Burnett presented the 2022 Frederick County Hazard Mitigation 5-year Plan Update with County representative Anthony Rosano, Deputy Director, and Becky Rogers, Planner, Division of Emergency Management, Frederick County Government. Mayor Burhans introduced and read into the record Resolution 2022-03.

Motion: Councilman Rossman made a Motion to adopt Resolution 2022-03: 2022 Frederick County Hazard Mitigation Plan Update Adoption Resolution

Second: Councilman Weatherly

Discussion: None

Public Comment: None

Vote: For – 3 (Rossman, Weatherly, Wright)

Against – 0

Abstain - 0

Absent – 2 (Chance, Kimble)

The Motion passed.

Comments on Proposed Frederick County RJD Development Corporation

Pat Faux provided a summary regarding the notification that Town staff received from the Frederick County Planning staff regarding a rezoning application for a 131.487-acre property (the Property) owned by Mr. Demmitt located to the south-east of Town, south of 1-70 and on East Baldwin Road. The County requests that the Town provide written comment on this

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application for presentation at two, yet to be scheduled Public Hearings. Staff recommends that the Town Council and the Planning Commission comment on the rezoning application and provide a copy for review and discussion amongst Council. Approval for Ms. Faux to send a letter on behalf of the Planning and Zoning Commission was provided at the June 2, 2022, Planning and Zoning Commission meeting. Jason Ascher was in attendance and said he would be happy to continue the conversation with the Town after the County hearings.

Motion: Councilman Rossman made a Motion that the Town Council authorize staff to send a response letter to the County on our behalf regarding the RJD Development Corporation rezone application using the draft letter language stated in the Staff Report dated August 8, 2022, and amended to include information sent to County Executive

Second: Councilman Wright

Discussion: None

Public Comment: None

Vote: For – 3 (Rossman, Weatherly, Wright)
Against – 0
Abstain – 0
Absent – 2 (Chance, Kimble)
The Motion passed.

FY 22 Budget Amendment (ECM Change Order)

Mayor Burhans presented a Budget Amendment for the ECM Change Order for Strawberry Alley.

Motion: Councilman Rossman made a Motion to increase the Phase 3/4 Construction budget by \$14, 637

Second: Councilman Wright

Discussion: None

Public Comment: None

Vote: For – 3 (Rossman, Weatherly, Wright)
Against – 0
Abstain – 0
Absent – 2 (Chance, Kimble)
The Motion passed.

Request for Funding - Crosswalks

Caitlin Moroney requested funding for crosswalks and signage along Main Street. An opportunity presented itself due to the pending school bus cancellations. The crosswalks would help promote a safe, walkable community. Councilman Rossman pointed out that this is a

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public safety issue, and funds may be able to come out of the speed camera revenue. Mr. Burnett to work with staff to provide monitoring during installation. Councilman Rossman suggested that all pending work scheduled to be completed by Remsburg Paving be coordinated with the new project.

Motion: Councilman Rossman made a Motion to establish a new CIP line item, Safe Routes, to be funded out of the FY23 General Fund in the amount of \$26,000.00

Second: Councilman Weatherly

Discussion: None

Public Comment: None

Vote: For – 3 (Rossman, Weatherly, Wright)
Against – 0
Abstain – 0
Absent – 2 (Chance, Kimble)
The Motion passed.

Letter of Support

Mayor Burhans provided background on an August 11, 2022, letter addressed to County Executive Jan Gardner. The letter expresses the Town's unequivocal support for Avanti Properties Group's request to schedule a public hearing before the County Council on the applications for an amendment to the Frederick County Water and Sewage Plan.

Motion: Councilman Rossman made a Motion to send the letter

Second: Councilman Weatherly

Discussion: None

Public Comment: None

Vote: For – 3 (Rossman, Weatherly, Wright)
Against – 0
Abstain – 0
Absent – 2 (Chance, Kimble)
The Motion passed.

LIAISON REPORTS

Mayor Burhans reminded everyone of the upcoming Community Informational Meetings scheduled on August 18 and 23, 2022, at the Grange Hall. He also discussed the possibility of offering better pricing for driveway aprons on North Alley.

Councilman Rossman reported that more bollards are down and is looking for recommendations. The epoxy is not working, and he questioned whether the bollards could be

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bolted down—Mr. Burnett will investigate and work with Dave Olney on signage for trucks on MD Route 874.

Motion: Councilman Weatherly made a Motion to Move \$150 from the Unappropriated Reserves to the General Admin Expenditures/Donations
Second: Councilman Wright

Discussion: None

Public Comment: None

Vote: For – 3 (Rossman, Weatherly, Wright)
Against – 0
Abstain – 0
Absent – 2 (Chance, Kimble)
The Motion passed.

Councilman Wright reported on August 9, 2022, HDC/ARC meeting: approval of a shed at 165 West Main Street and that the application submitted by 48 East Main Street was tabled. He also reported that the Rules and Procedures presented by Ms. Faux were approved. Please reach out to him at mwright@frederickcountymd.gov if you have any questions.

Councilman Weatherly reported that the Sustainable Maryland Certification application was submitted. Great bonding effort between Ashly, Caitlin, Karen, and Kelly. He reminded everyone that the Farmer's Market was scheduled for Saturday.

ADJOURNMENT

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

Second: Councilman Weatherly

Vote: For – 3 (Rossman, Weatherly, Wright)
Against – 0
Abstain – 0
Absent – 2 (Chance, Kimble)

Meeting adjourned at 8:50 p.m.

Respectfully submitted,

Michelle Mitchell
Clerk to Mayor and Town Council

Mayoral Initials: _____

