

**TOWN COMMISSIONER'S MEETING**  
**CHARLESTOWN, MARYLAND**  
*December 12, 2017*

The Town Meeting was called to order by President Andy Thompson at 7:00 PM. Present were Commissioners Renee Capano, Mary Carol Durange, Karl Fockler, Joe Letts, and Andy Thompson and Mr. Wib Pumpaly, Town Administrator.

**The Pledge of Allegiance** was led by Elizabeth Cable

**Approval of the Minutes of November 28, 2017** Commissioner Letts moved and Commissioner Durange seconded to approve. Vote 5-0

**Accounts Payable Review December 12, 2017**—Accounts payable in the amount of \$35,206.10 was presented. Commissioner Letts moved to accept, seconded by Commissioner Durange, Approved 5-0.

**Miller Environmental November Report** – Josh Griffith Mr. Griffith was present and presented the following report: A total of 2,429,000 gallons was produced for the month, with an average daily production of 81,000. No coliform samples tested positive. Weekly housekeeping and monthly maintenance was performed. 16 Miss Utilities were completed; no leak was found at 69 Salvation Circle. The water was turned off at 873 Bladen and turned back on. Weekly reads were performed at 466 Frederick Street and 1487 W. Old Philadelphia Road. The lower numbers are still from Seneca Point finally getting totally online. We also have not had any leaks in quite awhile. New bills will go out in January for the 4<sup>th</sup> Quarter.

**Cecil County Sheriff's October and November Reports** Written reports for the months of October and November were submitted by Sgt. Ron Schmidt.

In October 42 shifts were approved for a total of 168 hours. Of that number 142 hours were covered. There were no calls for service. A call on 10/9 on Clearview Avenue for verbal domestic was resolved before officers arrived, and a well being check on Conestoga street found the subject to be OK. There was one call for assistance out of town for an unattended death. There were 242 property checks performed in October. 20 (6 radar, 14 non radar) traffic citations were issued; 16 (6 radar, 10 non radar) traffic warnings were issued, three safety repair orders and 2 parking citations were issued. One district warrant serve was attempted. One arrest was made on a driving on a suspended license. There were 4 field contact reports completed. The number of community contacts was 16. 20 shifts operated with radar and 16 without. 1 vehicle was removed to storage at the request of officers.

In November 38 shifts were approved for a total of 152 hours. Of that number 140 hours were covered. There were no calls for service and no out of town assists. There were 239 property checks made. 23 (6 radar and 17 non radar) traffic citations were issued; 13 (5 radar and 8 non radar) warnings were issued, 2 safety repair orders were issued and no parking citations were issued. There were 2 warrant service attempts. There were two arrests made (1 suspended license and 1 possession under 10 grams). Three field contacts were made. There were 15 community contacts made for the month. 21 shifts operated radar and 14 did not. Two vehicles were removed to storage at officer's request.

A question was raised on whether our shifts are not totally filled because of the ongoing construction issue. We are not sure.

**Proposed Holiday Office Closures** President Thompson proposed having the office closed on December 22<sup>nd</sup> at Noon and December 25 and 26 for the Christmas holiday and December 29<sup>th</sup> at Noon and January 1 and 2 for the New Year's Holiday. Commissioner Capano sees no problem, but we need to cancel the town meeting on

the 26<sup>th</sup>. Commissioner Capano moved to cancel the meeting of Town Commissioners for the 26<sup>th</sup>, seconded by Commissioner Letts. Approved 5-0. Commissioner Durange moved to accept the proposed time off for employees as follows: December 22 @ Noon, December 25 and 26 off, December 29 @ Noon and January 1<sup>st</sup> off. Approved 5-0

**Town Ordinance v Enforcement** Commissioner Thompson shared a power point of steps for offenders of Town Ordinances: 1<sup>st</sup> step warning with 7 days to comply, 2<sup>nd</sup> Official fine from the town with 30 days to comply, 3<sup>rd</sup> municipal citation with 7 days to comply, 4<sup>th</sup> court action. Commissioner Fockler is in favor of raising the fines. Discussion ensued back and forth. Seven days will not be a sufficient timeframe for remediation. The next meeting to be held in January the Commissioners will look at what ordinances we would like to see this new system applied to. Commissioner Letts wants to make sure we do this right. Commissioner Capano mentioned that the Planning Zoning Board would like for those permits that need County approval (licensed board) (interior plumbing, interior electrical, roof mounted solar panels). Commissioner Capano will look for the minutes of the meeting that this board had already approved the Zoning Administrator to sign off on such things.

### **Town Administrator's Report**

#### **OLD BUSINESS**

**Joint County Collaboration Project with North East** A letter has been sent to North East asking if they might have a suggestion of a project to collaborate on. They have not sent a reply to that letter as of yet.

**Ordinance 2017-04 Reconfiguration** Commissioner Fockler has talked to Senator Norman who said that as soon as we get the ordinance approved, he would be happy to talk to Senator Hershey and see if they might be able to sponsor the ordinance through the legislature.

**Proposed Slip Rate Increase on Municipal Pier Status** A letter in the book was sent to Karla Fleming asking for approval of raising the rates and the reassignment of the two transient slips to become assigned slips. At the beginning there were 4 and that has been reduced to 2.

**Charlestown Sidewalk Project** Mr. Pumpaly met with members of the SHA and Congressional Contracting. The SHA would like to continue through the winter to install the wall. The punch list was also a topic of conversation and Congressional contracting has agreed to remedy those areas as well. They had someone on site this afternoon tightening up the fence and straightening up the barrels. Commissioner Thompson stated that they are in violation of OSHA and we need to send a letter to our delegates stating our unhappiness. Mr. Pumpaly shared with the participants the draft letters to SHA and to our delegates. The concrete can be poured in the winter if "blankets" are used. Mr. Pumpaly was asked to send to the Commissioners the punch list. Commissioner Thompson stated it is a safety hazard, and we need to move forward with our concerns and letters. Commissioner Letts stated that he thinks no matter what we do, it will still will not be restarted until Spring.

**Audit** Wagner and Associates has filed our Audit and we are approved.

Commissioner Capano stated that our new fire boat did a fantastic job at the fire yesterday. Commissioner Thompson wants us to explore what needs to happen to make it a safe spot for year round living onboard. Commissioner Fockler says that we might find out more as time goes on. Commissioner Letts stated that the Fire Marshal was there today. Commissioner Thompson wonders if they are even allowed to live year round in a Marina? Several years ago Mr. Pumpaly explored up and down the coast looking for Marinas that allowed

year round living and could not find any that would admit to it. Commissioner Fockler says this issue crosses many different jurisdictions and it reflects badly on Charlestown that we are not keeping our residents safe. We do not want to impair business, but want to provide safe living conditions.

## **NEW BUSINESS**

### **PERIOD OF PUBLIC COMMENT**

**Elizabeth Cable** – What are junkyard ordinances in Charlestown? There is a residence on Rte 7 that started with a couple of cars and now is overrun with non-running vehicles. This is part of the reconfiguration of the code that is in progress right now.

**Commissioner Fockler** wants us to consider the upper lot at Avalon for boat storage, camper storage and other types of vehicles.

**Commissioner Letts** commended the entire staff on the Christmas party and the tree lighting.

There being no other further business for the evening, Commissioner Letts moved to adjourn the meeting at 8:01 PM, Commissioner Durange seconded. Approved 5-0.

*Respectfully submitted by: Debbie Myers, Town Clerk I*