

## Commissioners of Ridgely

### Minutes July 3, 2007

The Town Meeting was held on July 3, 2007 at 7:00 pm in the Ridgely House. Nancy Gearhart, President; Chuck Hunter, Commissioner; Linda Epperly-Glover, Commissioner; Joe Mangini, Town Manager; Robin Eaton, Director of Public Works; Missy Vanskiver, Asst. Clerk; Leo Stepp; Betty Jean Mumford; Elsie Ebling; Wes Schuman; Janice White; Jerry Sutton; Dale Mumford; Mitzi Wallace; Dominic Cappella; Clay Owens; and Tom Morris (in at 8:48) were in attendance.

**Call to Order** – President Gearhart called the meeting to order with the Pledge of Allegiance and a moment of silence to honor our service men and women.

**Opening Comments** – Joe stated that Lou Hayes (RVFD Chief) would not be at tonight's meeting to give his quarterly report, but will be at next month's meeting.

**Approval of the Minutes** – A motion to approve the minutes of the June 4<sup>th</sup> meeting was made by Commissioner Epperly-Glover, seconded by Commissioner Hunter, passed.

**Treasurer's Report** – The Asst. Clerk reported a General Fund balance of \$95,876.93, Sewer Fund balance of \$247,451.18, and Water Fund balance of \$21,198.40.

**Police Report** – Chief Evans was unable to attend the meeting; Joe provided the police report. Joe stated that empty brass from the various agencies using the range was recycled and the town received \$362.88. Joe also reported that Officer Vinnie Squitieri has resigned from the department for personal reasons. Another individual, Stewart Ewing, has been interviewed and is currently undergoing a background investigation. Mr. Ewing has been a federal officer at the Naval Academy for several years and has gone through the Anne Arundel County Police Academy and resides in Caroline County. Last month there were 4 drug arrests and 3 DWI arrests – due to pro-active patrols. Nancy asked about the decrease in bike patrol. Joe said 2 officers are bike patrol trained, but one of them is on vacation.

**Public Works Report** – Robin Eaton – Reported that 12 loads of brush (very heavy) and 5 loads of rubble were collected this month. Both David and Ben have vacations scheduled in July. The Third Street paving project has been finished. Public Works will be installing 'playground carpet' and replacing swings at Martin Sutton Park. The Tech Park is moving along well, and the town will be working with the county on road closures. A letter was received from RVFD concerning the bamboo in the adjacent alley; the bamboo within the right-of-way will be trimmed as it has been before. Robin has been inundated with tree issues throughout the town. Nancy asked how new trees are holding up. Robin said they are doing well; there has been a lack of rain but James waters the trees regularly. The painting of the Town Office has been completed and there are a few structural repairs to be made. Nancy asked about the last color – a trim out with a green color. Robin said that it would cost about \$3000 to paint the trim green, it was not part of the original contract, and he never got an ok from the Commissioners to tell contractor to proceed with the work. There was some discussion and Joe said it is up to the Commissioners to decide if they want to spend that money or not. Commissioner Hunter said he was not aware of this issue.

**Water/Sewer Report** – Robin provided the report for David. Meters were read in June. The CCR (Consumer Confidence Report) has been done. It is in the paper, was posted at both the town office and the post office. The DMR Q&A study has been done as well.

**Other Board/Commission/Committee Reports**

a) Board of Appeals – No Meeting.

b) Economic Development Commission – Met on June 13<sup>th</sup>. Joe brought them up to date on the local revolving loan program, the Strategic Economic Development & Revitalization plan, and the new elevated water storage tank at the Tech Park. Joe has received applications to file for the local revolving loan program – currently the town has \$25,000 in a fund that the Commissioners have approved and the EDC is seeking an additional \$50,000 in grant funding to augment the loan program. There has been an application received from DBED to obtain grant funds up to \$50,000 which may be used to hire a consultant to create an Economic Development Plan. Joe was finally able to talk to Les Hall from DBED about the water storage tank, the Hayman House, and the Cow Barn. Concerning new projects – the Brodie Shopping Center on Rt. 480 is still moving along, the old New Roads Building now houses one business with a possible 1-2 more in the near future, and there may possibly be a film maker leasing space from Mr. Musselman in his Bell Street building. The roof at Tri-Me is going to be repaired, but they are not requesting and financial assistance at this time. The EDC has also discussed the vacant store fronts in town and the possibility of a dollar store filling a spot. Joe has contacted Hardee's to see if they are interested in coming to Ridgely. There are existing newer businesses in town – Kesley's Kloset on Railroad Street, Eastern Shore Overhead Door on Sunset Blvd, and a possible furniture store on Central Avenue. Also, Hanover Foods have worked their issue out with the state government, enabling them to remain in town. Joe stated that if there is anyone in town interested in certain businesses or has thoughts on what could be beneficial to the town, please share that with the EDC. Joe also said that the county has hired a marketing person, specifically for the Tech Park.

c) Parks/Recreation Athletic Field Advisory Committee – Nancy said they are just waiting for a meeting with Sue Simmons and the director of Open Space for this region; hopefully to discuss grant money for the Cow Barn Athletic Park.

d) Planning/Zoning Commission – The most recent meeting was June 20<sup>th</sup> Joe reported that approval was received from the Commissioners to contract with Redman-Johnston & Associates to provide planning and zoning consulting services. One of the building permit applications discussed was for signs for PNC bank (formerly Mercantile Eastern Shore). The Public Works Agreement (PWA) for the Weese town house project was tabled by the Planning Commission, as was the PWA for Walnut Farms. The PWA for Ridgeway Estates received approval with certain recommendations, which will be presented to the Commissioners tonight. Dale Mumford asked about Eastern Shore Overhead Door; there was some discussion and Joe said he would call Eric Good (business/property owner) on July 5<sup>th</sup>.

e) Tree Commission – No meeting. Nancy asked if the next meeting will be in September. Lee Stepp said they are off for the summer. Joe mentioned that Joanne Shipley worked on a grant, and the town received \$2000 as a result of her work; he would like to commend her on that.

f) Rails to Trails Advisory Committee – Joe said that the process may have seemed long and frustrating, but the the meeting on June 11<sup>th</sup> went very well. Sylvia Ramsey attended the last meeting. There is still \$200,000 in grant funds available to the town, along with \$250,000 from the developer for the middle part of the project. The town will be moving very rapidly on this

project very soon. Recently MDOT released authority of the right-of-way to DNR, who subsequently leased the right-of-way to the town so the trail can be done. The next meeting is July 23<sup>rd</sup>; meetings are the 4<sup>th</sup> Monday of each month.

g) Ridgely Historical Society – Janice White reported that they are also on summer break and that the next meeting will be September 6<sup>th</sup>. The society meets every other month.

### **Town Manager's Report**

WWTP Capacity Management Plan – Remains the same, hasn't changed in months.

### **Development Projects**

a) Weese Town House Project – The PWA was tabled at the last Planning Commission meeting, probably another month before that is approved.

b) Ridgeway Estates – The PWA, with recommendations from the Planning Commission is on tonight's agenda for approval.

c) Mid Shore Regional Business Technology Park – Discussed earlier.

d) Walnut Farms Subdivision – The PWA is also a pending matter, as with Weese.

e) 128 Walnut Street Subdivision – There are some county issues (abandoning the existing well) that need to be resolved. No new recent information.

f) Ali's Cove/Cow Barn Town House Project – There will be meetings concerning the preliminary plans because their infrastructure will be tied to the Ridgely Park project.

g) Ridgely Park – They would like to be on the Planning Commission agenda on July 25<sup>th</sup> to discuss their subdivision and site plans.

### **Municipal Capital Projects**

a) Sewer Inflow/Infiltration Project & WWTP Upgrade – Because the WWTP is going to be upgraded to 300,000 gallons, this issue needs to be revisited.

b) Water Storage Tank – The town is working on funding for this project; interested in block grants. Joe has talked to DHCD and recommends that the town gets involved with their public infrastructure financing program if block grants are not available.

c) Well Project – Still under way.

d) Rails to Trails Project – Discussed earlier.

e) Third Street Project – Discussed earlier; completed.

f) Painting of Ridgely House – Discussed earlier; completed.

Dale Mumford asked about the number of units from the development projects. Joe listed each one and stated that within the next ten to twenty years, there will be approximately an additional 500 homes in Ridgely. Dale asked about traffic concerning these additional homes and about the letter that Betty Jean Mumford sent. Joe said that Mr. Mumford's concerns should be addressed through the traffic study, which needs to include all areas, not just within the town limits of Ridgely. Joe also gave the time frames for each project. Dale asked about water availability. Joe said that has been addressed by bringing Well 4 on line, upgrading the WWTP and not allowing any additional annexations. Robin stated that Well 4 was drilled in 1988, and never brought online until recently. Betty Jean Mumford asked about a Water Use Permit from MDE. Robin said that will be re-evaluated. Dale asked about the Comprehensive Plan. Joe stated the Planning Commission, along with Redman-Johnston, is working on updating the Comprehensive Plan. Dale stated he doesn't think the DRRA should have been signed. Joe stated both the annexation agreement and the DRRA have been signed and recorded. Dale mentioned the West

County Comprehensive Plan. Traffic issues were discussed. Joe said a traffic study needs to be done, and then hear all comments at that point.

Municipal Grant Proposal/Projects Update

Greater Ridgely Rails to Trails Project – Grant project.

Martin Sutton Park Renovations Project – Should be started this summer and hopefully completed by this fall.

Martin Sutton Park Citizen Security Project – The town did rate high enough on the state’s list, and did not get any cameras.

Ridgely 140<sup>th</sup> Anniversary Celebration Project – No new information

Ridgely EDC Local Revolving Loan Fund – Discussed earlier.

Ridgely Economic Development Revitalization Strategic Plan Project – Discussed earlier.

Water Storage Tank – Discussed earlier.

**Old Business** – No old business.

**New Business**

Consideration of Public Works Agreement (PWA) for Ridgeway Estates – Joe gave an overview of the subdivision process. Joe read the recommendations from the Planning Commission, which included: adding “street trees” possibly before “sidewalks” in Section 2.1; adding “trees” to Sections 2.4.3 and 6, as in Section 2.1; the correction of “Talbot County” to “Caroline County” in Section 5. Joe also would like to have the actual dollar amount of the letter of credit (approx. \$460,000) included in the PWA. Also, when the town attorney drafted the PWA Commissioner Epperly-Glover was President, and that should be changed to reflect Commissioner Gearhart as President. Commissioner Hunter had a concern about legal counsel having a document that is not in final, complete form on which to be voted. The Commissioners would like to have a revised, completed copy. Joe asked if the Commissioners had any changes to include in the PWA; and that the document to be signed will be in final form including any recommendations. Nancy brought up the ‘stable’ behind the existing brick house at 202 N. Central Avenue. She stated she would like to see the stable be moved to the athletic park; a famous baseball player lived at that address, but the original house burned down. There was some discussion concerning the stable/carriage house and whether or not it is structurally able to be moved, its new location, and the involvement of parks and recreation related committees. A motion to approve the PWA after the corrections are made and the stable issue is resolved was made by Commissioner Hunter, seconded by Commissioner Epperly-Glover, passed.

Request to Use Martin Sutton Park for Car Show – Angela Faggio, a member of Caroline Cruizers inquired about having a car show at Martin Sutton Park. She has already met with the Lions Club and has contacted the fire department as well. After some discussion, a motion to grant Angela Faggio/Caroline Cruizers permission to use Martin Sutton Park for a Car Show was made by Commissioner Gearhart, seconded by Commissioner Hunter, passed.

Approval of Resolution R-05-07 “A Resolution of the Commissioners of Ridgely to Approve a Loan to Finance the Third Street Municipal Street Project” – A motion to approve was made by President Gearhart, seconded by Commissioner Epperly-Glover, passed.

**Public Comments**

Jerry Sutton said the Lions Club is considering another community phone book and asked if any citizens in attendance use that phone book or would be interested in another phone book.

Dominic Cappella expressed his concerns about Eastern Shore Overhead Door and Hanover Foods. Jerry Sutton asked if there could be more street lighting in his area.

**Town Commissioners Comments**

**FY08 Budget Recap** – Nancy – The budget was finally approved after a lot of meetings. There was quite a bit of community involvement in those meetings as well. The five police officers received a 7% pay increase; all other employees with the exception of Joe received a 5% increase. Joe’s increase is pending a new contract. The Town Tax Rate decreased from \$.53 to \$.51 per \$100. The Commissioners decided to do an in-house water/wastewater use and billing study instead of paying \$5,000 for someone else to do it. A new contractual position was created for an administrative assistant. This assistant will have a variety of duties and will work very closely with the town manager. The trash contract increased from \$5.50 to \$6.50 per month per household for a period of two years. The amount allocated for the website was increased from \$1,000 to \$4,000. The webmaster will be paid \$100/month for the first 6 months, and \$250/month for the next 6 months. Robin said that Cahall is no longer providing roll-off dumpster services, instead Bridges will be providing that service.

**Town Manager’s Contract Renewal** – There will be a special meeting on July 12<sup>th</sup> to work on the town manager’s contract.

**Town’s Ethics Commission** – President Gearhart asked if any of the Commissioners had any nominees for the Ethics Commission. Commissioner Hunter nominated Jerry Sutton; Commissioner Epperly-Glover nominated Lou Hayes. President Gearhart said she thought that anyone already on a committee would be unable to serve on the Ethics Commission. The issue was tabled until the next meeting.

**Payment of Bills** – A motion to pay the June bills was made by Commissioner Hunter, seconded by Commissioner Epperly-Glover, passed.

**Announcements of Upcoming Events/Meetings**

President Gearhart announced upcoming events.

**Adjournment** – A motion to adjourn at 9:03 was made by Commissioner Hunter, seconded by Commissioner Epperly-Glover.

Respectfully submitted,

Missy Vanskiver  
Asst. Clerk