

Unapproved

Commissioners of Ridgely Minutes January 10, 2011

The January Town Meeting was held in the Ridgely House on the above date at 7:00 pm. Linda Jo Epperly-Glover, Commissioner; Anthony Casey, Commissioner; Diane Ewing, Municipal Administrator; Gary Foster, Police Chief; Robin Eaton, Director of Public Works; David Crist, Supt. of Water/Wastewater; and Carol Balderson, Town Clerk; were present.

The following persons were also present: Martin Sokolich, Cindy Riddleberger, Dan Divilio – Times-Record, and Jerry Sutton (in late).

Opening – Commissioner Epperly-Glover said she received a call from Dale Mumford before the meeting. His son had surgery today and things went well. She opened the meeting with the Pledge of Allegiance and a moment of silence for our servicemen and to remember the folks in Arizona.

Minutes – Executive Session of 9/27/10, 10/4/10, 10/18/10, 11/1/10, 11/15/10, and Executive Session of 11/15/10 – Commissioner Casey made a motion to approve all of these minutes as submitted, seconded by Commissioner Epperly-Glover. Passed

Treasurer's Report – Treasurer reported balances as of year end as follows: Funds for water/sewer were moved from the General Fund in Dec. to respective accounts. General Fund - \$190,052.33, Water Fund - \$20,891.44, and Sewer Fund - \$41,684.44

Bills were submitted to the Commissioners for payment approval.

Commissioner Epperly-Glover made a motion to pay the bills, seconded by Commissioner Casey. Passed

Police Report – Chief Foster explained the Crime Stats Report.

The Chief reported that Officer Ewing apprehended Bruce Webster for breaking into the Methodist Church two nights ago.

Sgt. Berry received a call for a shoplifting case at Connolly's Market. Three arrests were made on four outstanding warrants.

Chief Foster said he received a call for the theft of heating oil from the Wesleyan Church on Park Ave. The suspect leaked oil from the vehicle used in the theft, and was tracked to a residence in town.

The Chief reported that they have been running more traffic based on complaints.

He said recent personnel changes at Tuckahoe Gardens has reduced the calls for service at this location. Management is working towards installing cameras to assist law enforcement and provide better security at this location, and working with law enforcement to evict tenants that are the subject of repeated calls.

Chief Foster reported that all personnel were trained and recertified in radar during December and all radar units were recalibrated for certification.

Cpl. Creason and Pfc. Ewing recently completed a one week Basic Criminal Investigators Class covering aspects such as crime scene evaluation, interview and interrogation, evidence processing, and report writing.

Public Works – Robin reported on his department's activities for the month of December. He said they are caught up on brush since landfill is close.

Vortex pumps – Robin reported it takes about a half day to repair one. (repaired and replaced 6

in December)

Water/Wastewater – David reported there are 110 days holding capacity. No stream discharge right now. Need MDE approval to do so.

David reported the capacity plan was updated; Don Wilson at Caroline Co. to get a copy.

Municipal Administrator – Diane – **Property Issues** – Looking into the cost of the Whitby Farm for possible addition to spray field area. She contacted MDE regarding grant funding. They said “the Water Quality Fund” can be used to finance land acquisition for wastewater, provided that the land is an integral part of treatment.

President Mumford said not to pursue, however, in the future, remember that we are a Priority Funding Area which qualifies us for many grant avenues.

SHA – was looking at our lot off 480 for possible mitigation location. They have since responded that it cannot be used due to the trees.

Herzog House – JOK is seeking a National Recreational Trails Grant of \$30,000. He thinks this would be sufficient for moving and to put the structure in good repair as they look for additional funding for restoration. We need to address where it will be situated.

Commissioner Casey said he thought they decided that he wasn't going to move it unless the Town said it was up to par with Town codes.

Diane will inform JOK of this.

Commercial Water and Sewer Fees – Diane reported that we have those who have vacant buildings and are being charged a high fee of \$318.83 per quarter per unit. In November, she proposed a lesser fee of \$75.00 for sewer, \$30.00 for water, and \$7.50 for BRF, or \$112.50 per quarter for vacant commercial buildings. Can we move ahead on this? It is creating hardship for those with empty buildings such as Musselman's 9 units. Their bill per quarter is \$2,869.47 and the building is empty. Holmes' Station has not used water in a long time because of broken pipes and other problems.

Commissioner Casey said this needs to be worked out for new budget. To be discussed at the next Work Session.

Robin said we need to make sure all are treated the same.

Sign Construction – Letters have been sent to 5 sign makers for bids due in on the 18th. This is for the informational sign on our lawn. (to be lighted and visible from both sides)

Repairs to Ridgely House – Diane said she would like to have permission to call the company who agreed to a fixed price for repairs to the double doors. They are really bad. Would also like weather stripping for police door and our door.

Diane also would like to ask him to put a filler in the low spots on the porch flat roof until we can repair the whole thing.

Robin will check with Stanley Hutchison to see what the existing material is.

Commissioners okayed doors.

Ed Hopkins – The judge dismissed Hopkins' motion for a new trial. We may proceed with cutting the bamboo. Diane contacted Danny for requote due to cutting a larger area, or the whole parcel. He can now haul to the new landfill.

Building – Diane reported that there may be some development taking place at Walnut Farms. We quoted the same prices that Ridgeway Estates paid for their lots which are \$1,000 and \$5,000 for sewer, \$1,000 and \$3,000 for water, \$1,000 for parks, and \$1,000 for police. Will also charge \$500 for the Bell Street pump station. This totals \$12,500, plus

another \$400 for a 2-3 bedroom permit.

MDE Loan – Final settlement with URS left us owing \$10,000 besides the loan amount that they paid. Diane called to see if it could be included in the loan (over several years).

Carol is preparing the information they need to make the adjustment.

Jeff Ghrist has agreed to speak at the Caroline County Municipalities Meeting.

Meeting Protocols – Diane asked if a time limit of 8 minutes would be enough for hearing citizens' issues.

Commissioners okayed.

Stephanie's Letter – Diane asked that the Commissioners confirm their decision regarding her letter. We will have a temporary part time worker who started today, the 10th.

Commissioner Epperly-Glover made a motion to accept Stephanie's proposal, seconded by Commissioner Casey. Passed

Diane's Contract – An addendum is prepared to add 10 days leave to Diane Wojcik's contract.

This can be used for sick days, funeral, or anything else, but cannot be carried over.

Archie Carroll – Diane said Mr. Carroll asked her to inquire as to 1. whether there were any changes to the impact fees, 2. whether he could get any allowances on running water and sewer to his site, and 3. whether he could get some consideration regarding the cost of the pumping station.

Diane will see if she can find any figures for 2 and 3 so that Commissioners can review at a later date.

Energy Grant – Diane said the grant has been approved. We can only do what they have approved which is : 21 interior storm windows and blown-in insulation. Will be sending out applications for bids as soon as she gets some direction about the storm windows and their construction.

Subrena Guy – Diane reported that her property has not been foreclosed on as yet. Perhaps we should move ahead with a lien. She still owes us \$8,000 plus interest.

Commissioners okayed to proceed.

Commissioners gave Diane permission to attend a meeting of the Eastern Shore Assoc. of Municipalities on the 18th at a cost of \$45.

Jerry Sutton reported on the status of the budget for the first half of the year. Have received 81% of the budgeted revenue with expenses at 48.6% for the General Fund.

Water/Sewer – Received 47.5% of the actual budgeted amount while expenses are running at 51.3%. Looks pretty good, some things are running a little bit over. Need to talk with the Commissioners about some adjustments.

Cindy Riddleberger was here representing Archie Carroll. He has someone interested in buying the Cow Barn property and was hoping the overlay ordinance would be through by now.

Diane said we are waiting for Anne Ogletree to pass it to the Town.

The Commissioners agreed to hold one meeting in February – Feb. 14.

Martin reported that Planning & Zoning will be meeting this month.

Commissioner Casey made a motion to adjourn at 7:45 pm.

Respectfully submitted,

Carol A. Balderson, Clerk

