

# TOWN OF KEEDYSVILLE, MARYLAND

*“Where Northern Thrift and Personality Blend with Southern Charm and Hospitality”*

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*Ken Lord, Mayor*  
*Brandon Sweeney, Assistant Mayor*  
*Judy Kerns, Council*  
*Matthew Hull, Council*  
*Sarah Baker, Council*

March 3, 2021

The monthly meeting of the Keedysville Town Council was called to order at 7:01pm with the following members present: Mayor Ken Lord, Assistant Mayor Brandon Sweeney, Council Members Judy Kerns, Matt Hull, and Sarah Baker, Town Attorney Ed Kuczynski, Town Administrator Rick Bishop, and Assistant Town Administrator Lisa Riner.

The minutes for February 2021 were approved.

General Fund report was \$203,685.66.

Mayor Lord noted the announcements listed on the agenda.

Mr. Bishop noted the report from Deputy Tracey Peyton would be included with the minutes.

Ms. Kerns said there is a Hometown Hero Banner on display in Town Hall for those who would like to see it. Eleven banner orders are ready to go, and Ms. Kerns is waiting on seven other orders, so the Town has 18 orders with four more interested. Ms. Kerns said it is pretty much at capacity, so if anyone is interested, they need to get banner orders in as soon as possible. Applications will be processed on a first-come, first-served basis. The banners should be up by Memorial Day.

Ms. Riner introduced a condensed summary of the Sustainable Communities application process and program benefits. The application is a big process. Steps to complete for the application process include selecting a target area and creating a workgroup that includes various community stakeholders. Mayor Lord noted that Sustainable Communities is a state-run program, and Ms. Riner confirmed that it is through the State's Department of Housing and Community Development. Creating an action plan is the next step in the application process, followed by passing a local government resolution in support of the application. Community entities must pledge financial resources towards completing the action plan, and the action plan must be consistent with the Town's Comprehensive Plan and other ordinances. There are rolling due dates about once a quarter for the application, so there are many opportunities to submit it. Once submitted, the application goes through a process of approval and can be returned to the Town for revisions before approval if necessary. Renewal must be completed every five years. It is an ongoing

process that seems like an effective tool for the Town to use to set and implement a plan for the Town's future.

Benefits of being designated a Sustainable Community include support from various state agencies and favorable loan opportunities. There are also two grants the Town would be eligible for through the program – Community Legacy Grant and Strategic Demolition Fund. These grants don't require a match, but the State does like to see some contribution from the community. The grants are competitive. Mr. Hull asked if the grants can be used in conjunction with other grants. Ms. Riner said she believed so. Ms. Kerns said that when she spoke an official in Middletown, she noted that being a Sustainable Community opens a community up for a lot of other grants and programs. Ms. Riner noted that being a Sustainable Community can contribute towards getting a Sustainable Maryland designation, so it could be a first step into getting involved in other things. Mayor Lord said he has interest in some of the projects the Town could complete through the program. Mr. Hull said some projects may be a few years off, but it is a process to complete the application anyway. Ms. Riner recommended that the first step in the process would be to create the workgroup. Ms. Riner also noted that public involvement in creating the action plan is required.

Ms. Kerns brought up Main Street beautification. She noted that it is such an eyesore when you come into South Main Street where the equipment is stored. Getting a gazebo and flowers there, or something, would be better. It's where the barn used to be and where they are storing stuff. This might be something the Town could use one of the grants for. Ms. Baker said they did plant some trees there that will hopefully make it look better as they grow. Mayor Lord mentioned it years ago, but since the Town didn't own it, didn't know what could be done. Mayor Lord has also thought we could do something around the county facility to make it look nicer.

After much discussion, Mayor Lord said they would take the Sustainable Communities program under advisement and keep researching.

Mr. Bishop noted that the new computers are pretty much up and running, and that the 8-hour labor estimate for installation seems pretty accurate. Everything is working well. Mr. Bishop purchased a printer/copier without an 11x17 size option. Ms. Baker recommended keeping the old copier to use for larger sizes.

Ms. Kerns asked Mr. Bishop if the Town still has electronic storage of the 250<sup>th</sup> anniversary stuff, and he said we do. Ms. Kerns said to make sure we keep access to all of that with the computer transition.

Mayor Lord said the Eagle Scout butterfly garden project should be low maintenance, but the Town would be responsible for it. He said the projected cost for maintenance the Scout provided seems high. There is one in Shafer Park in Boonsboro, so it may be worth calling Boonsboro to speak with them about it. Mr. Hull suggested putting it across from the pavilions and playground because there is nothing there. Ms. Baker recommended it not be between the playground and other structures so that kids don't run through it. Ms. Kerns agreed with that. Mr. Hull motioned to allow the Eagle Scout to move forward with this project in the location of option two. Ms. Kerns seconded. All voted in favor.

Mayor Lord brought up having a separate discussion about staff pay policies. Mr. Sweeney recommended postponing the discussion to having a closed, or executive, session on it. Mr. Sweeney recommended scheduling it after next month's council meeting and all agreed.

Mayor Lord read a statement of interest from an individual who lives in Cannon Ridge who is interested in filling the vacancy on the Planning & Zoning Commission. The vacancy had not been posted on the Town website. Mr. Hull would like to table it until next month so we can post it on our website. All agreed.

Mr. Hull asked if we had heard anything about the monument. Mr. Bishop said we haven't and he will follow up on it.

Mr. Bishop asked if the Town would like to renew its weed treatment at the same price. Mr. Hull motioned to accept the proposal. Mr. Sweeney seconded. All voted in favor.

Mr. Bishop noted that each year the Town makes a \$500 donation to Fairview Cemetery. Ms. Kerns motioned to make the \$500 donation, Mr. Sweeney seconded, and all voted in favor.

Mayor Lord brought up resuming Street Sweeping because the streets are getting dirty. Mr. Bishop said we still need to find a location to dump what is collected, but he will work on it.

Ms. Kerns brought up a concern about a work storage trailer parked on South Main Street across from the Reformed Church going the wrong way. Ms. Baker noted that if our community deputy writes citations for Town ordinances, then the Town will get the money.

Mr. Justin Holder sent an email regarding incidents from May 2020, saying that malicious statements were made about him and he would like a retraction. His email and the attachments will be included with the minutes.

Meeting adjourned at 7:49pm.

Respectfully Submitted,  
Lisa Riner  
Assistant Town Administrator