

# TOWN OF KEEDYSVILLE, MARYLAND

*"Where Northern Thrift and Personality Blend with Southern Charm and Hospitality"*

P.O. Box 359  
19 South Main Street  
Keedysville, MD 21756  
301-432-5795  
www.keedysvillemd.com



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

## Mayor and Council Minutes February 2, 2022

Approved

The monthly meeting of the Keedysville Mayor and Town Council was called to order at 7:04pm with the following present: Mayor Ken Lord, Assistant Mayor Brandon Sweeney, Council Members Judy Kerns, Matt Hull, and Sarah Baker, and Town Attorney Ed Kuczynski.

Minutes from the January 5, 2022 meeting were approved.

The General Fund Report was \$431,258.58.

The announcements from the agenda were read.

Deputy Tracey Peyton completed various checks around Town, one hour of foot patrol, three hours dedicated to traffic with 8 warnings and 4 citations. There were two 9-11 hang-ups, but no problems. There was an alarm at Town Hall, but it was just someone picking up a check. One vehicle crash and one hour in court. He assisted the county with a mental subject and an alarm out of Town. He also spoke with Bonnie at the Red Byrd about her concern over traffic and crashes on Shepherdstown Pike in front of the restaurant. The Town doesn't have any control, but he gave her information for State Highway.

Let Lisa know if you would like to attend the next MML dinner on March 28 at Boonsboro or the MML Summer Conference in Ocean City on June 12-15.

The Board of County Commissioners is going to fund the Keedysville Library porch repairs. Mr. Sweeney motioned to go with the quote from Cronise because it was complete and had the lower price. Ms. Kerns seconded. All voted in favor except Mr. Hull, who recused himself from the decision because some of the contractors are his customers.

Mr. Hull motioned to approve the 200 mbps, 3-year contract for internet in Town Hall with Comcast. Ms. Kerns seconded. All voted in favor.

The Town now has new latitude with ARPA funds and can use them to pay for any government service normally provided, including roads. There was some discussion about how the funds could be used.

Deadlines for applications for the vacancy on the Planning & Zoning Commission is February 16. The Town would like to add two alternates positions to the Commission. The ordinance will need to be amended.

Ms. Baker hasn't heard anything back yet about the street lights from Potomac Edison. Resident Sue Gemeny requested that the old lights by Dogstreet and Coffman Farms be kept to make sure there is enough light in those locations. The old lights will be kept along Main Street where there are no new ones.

Diamond Electric adjusted the solar sensors on the new street lights, so hopefully the lights aren't on during the day anymore.

Mowing bids are due on Tuesday, March 1.

The Town paid their portion of around \$14,000 to the Soil Conservation District for the streambank Restoration Project. The Soil Conservation District is working on the contract with Eco-Tone, who will be doing the work.

The presentation for the Program Open Space grant for the gazebo is tomorrow.

The Council decided not to offer an opinion on the potential Stoney Creek development.

The Council discussed adding another position to Town Hall. There was much discussion. If the new employee is a clerk treasurer, they would have to be bonded. The title of Administrative Assistant would be a good fit for the job. The Town should require computer skills and a high school education. Town Administrator Lisa Riner will need to create a title that isn't directly identifiable under the charter. Ms. Baker motioned to move forward with hiring what Ms. Riner needs subject to a refined title. Mr. Hull seconded. All voted in favor.

Some of the Town's real estate and personal property taxes due are less than \$1. Ms. Riner is asking whether all of those bills should be sent and collected, or if the Council wants to set a threshold. Mr. Kuczynski said all of the bills need to be sent. There was some discussion. All bills will be sent regardless of the amount.

Mr. Hull motioned to renew the contracts with Antietam Tree and Turf for weed treatment. Ms. Baker seconded. All voted in favor.

Resident Patrick Younkins emailed a concern he had about a road hazard. When pulling out onto Main Street from Taylor Drive, the view is obstructed by parked cars. The Council recommended talking to State Highway about getting a mirror put in to help with visibility, but the Council is not interested in removing parking spots.

Residents Jack and Karen Harne emailed a concern about damage that was done to their landscaping during snow removal in early January. They are proposing that the Town construct a concrete curb around their curve and a fence to prevent future damage or accidents. The Town declined to construct anything and recommended that the residents put their reflectors right up against the road. If they can't get the reflectors into the ground because of the roadbed, then they could put up some type of temporary cones when it snows.

The resident at 4 S Main St called with a concern about their gutter that was re-routed by State Highway when the Main Street project was done. The PVC section of the gutter was not sealed or attached and fell off, which is causing the side gutter to bend. Ms. Riner spoke to State Highway and the warranty period is over, so they will not fix it. Mr. Hull noted that it was probably the ice and snow that caused the PVC to fall off.

Ms. Kerns would like to support Sharpsburg Fire Company's meat raffle. The Town will put something up on the website to help advertise it.

Antietam Youth Athletic League (AYAL) plays softball and baseball on the Town's ball field.

Justin Holder said he appreciates the work that the Town does.

Mr. Hull motioned to go into closed session to discuss pending and potential litigation with counsel. Ms. Kerns seconded. All voted in favor. The meeting went into closed session at 8:00pm.

Closed Session Summary: A closed session was held Wednesday, February 2, 2022 at 8:00pm at the Keedysville Town Hall to consult with counsel to obtain legal advice and discuss pending and potential litigation. Assistant Mayor Brandon Sweeney and Council Members Judy Kerns, Matt Hull, and Sarah Baker all voted in favor of closing the session. No members voted against it. This meeting was closed under the following provision of the General Provisions Article § 3-305 (b): (7) "to consult with counsel to obtain legal advice." The topic discussed was pending and potential litigation related to the Town. Persons present for the discussion were Mayor Ken Lord, Assistant Mayor Brandon Sweeney, Council Members Judy Kerns, Matt Hull, and Sarah Baker, and Town Attorney Ed Kuczynski. No action was taken during the closed session.

The meeting entered back into open session at 8:58pm.

Meeting adjourned at 8:58pm.

Respectfully Submitted,  
Lisa Riner  
Town Administrator

**PRESIDING OFFICER'S WRITTEN STATEMENT FOR CLOSING A MEETING ("CLOSING STATEMENT")  
UNDER THE OPEN MEETINGS ACT (General Provisions Article § 3-305)**

This form has two sides. *Complete items 1 – 4 before closing the meeting.*

1. **Recorded vote to close the meeting:** Date: 2/2/2022 Time:       ; Location: Town Hall;  
Motion to close meeting made by: Matt Hull Seconded by Judy Kearns;  
Members in favor: 4-0; Opposed:       ;  
Abstaining:       ; Absent:       .  
8:00 p.m.

2. **Statutory authority to close session (check all provisions that apply).**  
**This meeting will be closed under General Provisions Art. § 3-305(b) only:**

(1)\_\_\_ "To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals"; (2)\_\_\_ "To protect the privacy or reputation of individuals concerning a matter not related to public business"; (3)\_\_\_ "To consider the acquisition of real property for a public purpose and matters directly related thereto"; (4)\_\_\_ "To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State"; (5)\_\_\_ "To consider the investment of public funds"; (6)\_\_\_ "To consider the marketing of public securities"; (7)✓ "To consult with counsel to obtain legal advice"; (8)\_\_\_ "To consult with staff, consultants, or other individuals about pending or potential litigation"; (9)\_\_\_ "To conduct collective bargaining negotiations or consider matters that relate to the negotiations"; (10)\_\_\_ "To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans"; (11)\_\_\_ "To prepare, administer, or grade a scholastic, licensing, or qualifying examination"; (12)\_\_\_ "To conduct or discuss an investigative proceeding on actual or possible criminal conduct"; (13)\_\_\_ "To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter"; (14)\_\_\_ "Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process." (15)\_\_\_ "To discuss cybersecurity, if the public body determines that public discussion would constitute a risk to: (i) security assessments or deployments relating to information resources technology; (ii) network security information . . . or (iii) deployments or implementation of security personnel, critical infrastructure, or security devices."

**Continued →**

3. For each provision checked above, disclosure of the topic to be discussed and the public body's reason for discussing that topic in closed session.

Citation (insert # from above)	Topic	Reason for closed-session discussion of topic
§3-305(b) (7)	Consult with counsel for legal advice	pending and potential litigation
§3-305(b) ( )		
§3-305(b) ( )		
§3-305(b) ( )		
§3-305(b) ( )		

4. This statement is made by Kenneth Lord, Presiding Officer.

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**WORKSHEET FOR OPTIONAL USE IN CLOSED SESSION: INFORMATION FOR SUMMARY TO BE DISCLOSED IN THE MINUTES OF THE NEXT OPEN MEETING. (See also template for summary.)**

- For a meeting closed under the statutory authority cited above:

Time of closed session: 8:00 - 8:58

Place: Town Hall

Purpose(s): Consult with Town Attorney regarding threatened and pending litigation

Members who voted to meet in closed session:

Persons attending closed session: 6-MPC + Town Attorney

Authority under § 3-305 for the closed session: 3-305(b)(7)

Topics actually discussed: Pending & Threatened Litigation

Actions taken: None

Each recorded vote: N/A

- For a meeting recessed to perform an administrative function (§ 3-104): Time: \_\_\_\_\_

Place: \_\_\_\_\_

Persons present: \_\_\_\_\_

Subjects discussed: \_\_\_\_\_

*"Where Northern Thrift and Personality Blend with Southern Charm and Hospitality"*

Mayor & Council and Water Commission Meeting  
February 2, 2022

[illegible]

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## Mayor & Council Agenda February 2, 2022

*\*Note: For this meeting only, the Water Commission Meeting will begin at 7pm. The Mayor and Council Meeting will begin immediately following.*

Call to Order

Pledge of Allegiance

Approval of Minutes: January 5, 2022 Meeting

General Fund Report: \$431,258.58

Announcements: Town Hall will be closed Monday, February 21 for President's Day; Hometown Hero Banners can now be ordered from Mercersburg Printing; Town Election will be held on Saturday, May 7, 2022 from 9am-6pm in Town Hall

Community Deputy Report

Old Business: MML/Banner Town; Internet; Library Porch Repairs; ARPA Action Plan; Planning and Zoning Commission Vacancy and Alternates; Street Lights; Mowing Bids; Streambank Restoration; Program Open Space Grant Application; Computer Updates & Security

New Business: Stoney Creek Farm Proposal; New Position at Town Hall; Low Tax Amounts Due; Weed Treatments Renewal

Comments by Residents: Road Hazard at Taylor Dr & N Main St; Corner at Bunny Ln & Turkey Tract Pl; Gutter at 4 S Main St

Comments by Council

The Mayor and Council will go into closed session to consult with counsel regarding pending and potential litigation.

Adjournment