

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
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www.keedysvillemd.com



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

Approved

Mayor and Council Minutes February 1, 2023

The monthly meeting of the Keedysville Mayor and Town Council was called to order at 7:00 pm with the following present: Mayor Ken Lord, Assistant Mayor Brandon Sweeney, Council Members Matt Hull, Judy Kerns, Sarah Baker, Town Attorney Ed Kuczynski, Town Administrator Lisa Riner, and Administrative Assistant Teresa Pangle.

Minutes from the January 4 2023 meeting were approved.

The General Fund Report was \$364,884.24

Announcements – Town Hall will be closed Monday, February 20th for Presidents' Day.

Community Deputy Report

Deputy Peyton completed his normal checks, 15 in Cannon Ridge, 14 in Rockingham, 11 in Stonecrest, 11 in Taylor Park, and 6 in the Cemetery. He had 1 hour of traffic enforcement and 2 hours of foot patrol. He resolved a parking complaint, assisted a family with an injured pet, and addressed a trespassing complaint. Time was lost for 2 court days, training, and intoximeter testing.

Kathryn Gratton, Grant Writer – Ms. Gratton presented information about applying for Sustainable Communities designation. She said the application process takes about a year, but in the end results in the Town being eligible to apply for special grants. Another benefit is it can be extended to non-profits. Ms. Riner mentioned we will get points with Sustainable Maryland for applying to Sustainable Communities. There was much discussion. Ms. Baker motioned to move forward with the Sustainable Communities designation application, Ms. Kerns seconded and all voted in favor.

Resident Comments

Ms. Gemeny mentioned if the Green Team is having an event, the Ruritan has a food truck. Also, a man in Hagerstown rents out an outdoor movie screen.

She mentioned the Ruritan, through their fundraiser, budgets money to donate to youth sports. They still have money from last year but no one has written to request the money. Ms. Gemeny requested contact information about sports teams and boy/girl scouts in the South County area. She wants to contact them so they know to write a letter requesting donations.

Ms. Gemeny mentioned the Keedysville Historical Society is reprinting the book by Marjorie Burtner Moats, "A History of Keedysville to 1890" which she wrote in 1989. Copies are \$28.

Ms. Gemeny mentioned a news report she saw about the issues with pickleball courts in a town in Northern Virginia, and some of the issues/concerns that are being raised to the Mayor & Council.

Old Business

Electronic Filing of Town Hall Records – Ms. Riner did not bid this out because there could be grant money from Sustainable Communities.

Redundant Street Lights – Ms. Pangle reported Potomac Edison will take down all the lights, hopefully starting in the next week or so, and if the Council decides they want any back up it is not a problem to do so. There was some discussion about leaving the light at Coffman Farms Road. Mr. Sweeney motioned to take all lights down and put the one back at Coffman Farms Road, Mr. Hull seconded and all voted in favor.

Library Roof Replacement & Solar Panels – Ms. Riner reported that a structural engineer came out today and thinks everything looked fine. He said there might be a 1 to 2 % increase in weight. He does want more information from the solar company before giving his official letter. Ms. Riner has reached out to them for additional information. Once we get the letter from the structural engineer the roofer can move forward.

Energy Audit - Ms. Riner reported the audit has been completed and Mayor and Council have the reports. Mr. Sweeney asked if we intend to do any of these recommendations. Ms. Riner reported we can, but don't need to go over it at this meeting. She said we can apply every year for the same funding that we did for the solar panels, and it's possible other funding is available for the projects mentioned in the audit. There was some discussion about the different audit recommendations.

Snowflakes – Ms. Riner reported 19 snowflakes were ordered from Mosca for \$7521.44. Ms. Kerns asked if the electric outlets on the poles are working. Ms. Riner reported they were out this week looking at the outlets but she hasn't heard if they are done.

Verizon Cell Tower – There was much discussion about the Water Tower lease agreement. Ms. Kerns asked if a public meeting is needed. Mr. Kuczynski said no but an ordinance will need to be passed. Mr. Hull motioned to continue pursuing leasing out space to Verizon on the water tank, Mr. Sweeney seconded with the caveat of moving forward with a public meeting, and all voted in favor. Mr. Hull motioned to have a public information session before the next Council meeting, March 1, 2023, at 5 pm, Ms. Kerns seconded and all voted in favor. Ms. Riner will put an ad in the paper, post it on Town Hall's door, the website/social media, and send a special mailing 10 days prior to the meeting. Mr. Kuczynski suggested sending the lease back with the first edits to get a response from Verizon before the public information session. There was much discussion about the edits/questions redlined by Mr. Sweeney and Mr. Kuczynski to the lease agreement. Ms. Riner will meet with Mr. Kuczynski to make the necessary changes to the lease agreement to send back to Verizon.

Town Hall Boiler – The boiler was cleaned by AC&T. In order to move forward with the gold plan contract, AC&T requires us to use their oil. There was some discussion about the fluctuation of oil prices. Mr. Kuczynski suggested Ms. Riner contact Mr. Fulton with AC&T to request they keep the price one penny less than other oil companies. Ms. Baker motioned to give Ms. Riner discretion on solving the oil problem, Mr. Hull seconded and all voted in favor.

Banners – Ms. Riner reported on the quote from Victoria's Landscaping for \$250 to put banners up. The Council agreed to use Victoria's Landscaping for the next banner change. Mr. Kuczynski suggested getting proof of insurance.

New Business

Maintenance Position - Ms. Baker suggested holding off on this to see how things go with Victoria's Landscaping.

Heating Oil – Discussed above under Town Hall Boiler.

Stormwater Pond Repairs – Ms. Riner reported there was a violation at the Cannon Ridge pond that fronts Dogstreet Rd. Ms. Riner got Mr. Babington in contact with the County official and Mr. Babington will do those repairs. Mr. Babington will proactively fix any issues in other ponds to meet the regulations.

Ms. Riner mentioned the mowing for the stormwater ponds is out to bid and is due February 22, 2023.

Library Door Frame Repairs – Mr. Hull motioned to go with the full door and frame replacement, Mr. Sweeney seconded, and all voted in favor.

Town Website – Ms. Riner reported the lady who currently manages our website is retiring this year. Ms. Riner said we could bring it in-house, but we are not web experts or bring on someone else to manage it. Mr. Hull and Ms. Baker suggested trying it in-house first and let them know if it gets to be too much.

Weed Control – Mr. Hull motioned to approve lawn treatment with Antietam Tree & Turf, Mr. Sweeney seconded and all voted in favor.

Envirothon Donation – Ms. Riner received a request for a donation from Washington County Soil Conservation District. They are the ones re-doing the streambank and got us a huge grant. Mayor Lord requested making a donation in the name of the Keedysville Green Team. Mr. Hull motioned to donate \$250.00 from the Green Team, Mr. Sweeney seconded and all voted in favor.

Council Comments

Mayor Lord reported the Green Team is planning a spring event for April 29, 2023. Hopefully consisting of a community yard sale, some promotional activities, a sports swap, rain barrels, and food trucks. Ms. Pangle reported on the options for compost bins and rain barrels for the Council to determine if they want to subsidize and how much. There was much discussion. Mr. Sweeney motioned to do the bulk order and the Town will subsidize only for Town residents and employees, Mr. Hull seconded and all voted in favor.

Mayor Lord mentioned the hydrant poles in Cannon Ridge are still knocked over. Ms. Riner reported the new poles just came in and Ms. Baker will handle getting them replaced.

Mayor Lord mentioned the striping in Cannon Ridge on Yankee and Sumter needs attention. Ms. Baker said that could be a discussion when they decide on what they are paving next.

Ms. Riner reported the HVAC has been serviced. They said for not changing the filters for 4 years it looks pretty darn good.

Meeting adjourned at 9:40 pm.

Respectfully Submitted,
Teresa Pangle
Administrative Assistant

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Mayor & Council and Water Commission Meeting February 1, 2023

All attendees must sign in. Attendee comments will only be heard during the appropriate time in the agenda. Those wishing to be heard must check the appropriate box. Comments will be limited to three minutes each.

NAME	ADDRESS	PHONE	WISH TO BE HEARD
<i>See Gemey</i>	<i>50 S. Main</i>	<i>301-432-8216</i>	<input type="checkbox"/>
<i>Kathryn Gratton</i>	<i>MRDC</i>		<input type="checkbox"/>
<i>Karen Matsou</i>	<i>Coffman Farms Rd</i>		<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>

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Mayor & Council Agenda February 1, 2023

Call to Order

Pledge of Allegiance

Approval of Minutes: January 4, 2023 Meeting

General Fund Report: \$364,884.24

Announcements: Town Hall will be closed Monday, February 20th for Presidents' Day

Community Deputy Report

Kathryn Gratton, Grant Writer – Sustainable Communities

Resident Comments

Old Business: Electronic Filing of Town Hall Records; Redundant Street Lights; Library Roof Replacement & Solar Panels; Energy Audit; Snowflakes; Verizon Cell Tower; Town Hall Boiler Service; Banners

New Business: Maintenance Position; Heating Oil; Stormwater Pond Repairs; Library Door Frame Repairs; Town website; Weed Control Renewal; Envirothon Donation

Resident Comments Related to Agenda Items

Council Comments

Adjournment