

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
townhall@keedysvillemd.com
www.keedysvillemd.com



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

Approved

Mayor and Council Minutes October 4, 2023

The monthly meeting of the Keedysville Mayor and Town Council was called to order at 7:02 pm with the following present: Mayor Ken Lord, Assistant Mayor Brandon Sweeney, Council Members Judy Kerns, Matt Hull, Sarah Baker, Town Attorney Ed Kuczynski, Town Administrator Lisa Riner, Administrative Assistant Teresa Pangle.

Minutes from the September 6, 2023 meeting were approved.

The General Fund Report was \$473,417.93

Announcements were read

Community Deputy Report

Deputy Watkins completed his normal checks, 14 in the park, 9 in the cemetery, 13 in Stonecrest, 15 in Rockingham, 14 in Cannon Ridge, and 16 calls for service in and out of Town. He attended the Town-wide yard sale and the Town Council meeting.

Washington County Treasurer Matt Breeding was unable to attend.

Resident Comments

Mr. Burtner thanked the Council for sending Ms. Riner down to the bridge at the Water Treatment Plant to discuss his concerns about flooding due to debris that collects under the bridge. Mr. & Mrs. Burtner, Town Administrator Lisa Riner, Council Member Ms. Baker, Mr. Estes owner of the bridge, two people from the Maryland Dept of the Environment (MDE), and two people from Washington County were there to discuss possible solutions. Mr. Burtner said it was pretty clear nothing would happen. Ms. Riner said they recommended the Town get together with Boonsboro and the County to talk things out. Mr. Burtner said Mr. Estes is willing to give the Town property to redo the bridge. Mr. Burtner clears out the debris about six times a year. Ms. Riner said the Town is willing to clear the debris. Mr. Burtner said he doesn't mind doing it but will contact the Town for help if needed. He would like to see some long-range planning to include something better when the time comes. There was much discussion about the cost of replacing the bridge. Ms. Baker pointed out one of the barriers is the Town doesn't own the bridge/property, we only have an easement. Mr. Burtner asked if State funding or grants would be possible. Ms. Riner will contact the grant writer, Ms. Gratton to see if there are any funds available.

Ms. Gemeny mentioned the shredding event on Saturday, October 7th at Shaffer Park in Boonsboro being sponsored by the Lions Club.

Old Business

Dogstreet Rd & Main St Crosswalk – Ms. Riner reported the County has not gotten to it yet, but it is on their radar and will get to it as soon as they can, hopefully in the next couple of weeks.

New Stormwater Pond Gate – Ms. Riner reported the gate is installed and the tree of heaven was treated by Mr. Heimer from the County. He said it can be pulled out mid-winter which will be done by Mr. Babington.

Container Regulations – This was introduced at the September meeting. Mr. Hull motioned to pass the Temporary Portable Container Regulations, Ms. Baker seconded and all voted in favor.

Short-Term Rental Regulations – This was introduced at the September meeting. Mr. Sweeney motioned to pass the Short-Term Rentals Regulations, Ms. Kerns seconded and all voted in favor.

Tele-Plus Quote for Park Cameras – Ms. Pangle reported on the revised quote. There was some discussion on the need for two vs. one camera on the library. There was some discussion about Ring-type cameras. Mr. Sweeney pointed out that motion detection on Ring-type cameras is within 30ft. but you can see past 30ft. Ms. Kerns motioned to go with the whole quote from Tele-Plus, Mr. Hull seconded, Ms. Baker opposed and the motion passed.

Trash Service Bids – Ms. Riner reported the bid is out and there are 4 companies interested in bidding, Apple Valley, Republic, J&J, and Waste Management. There is a pre-bid meeting tomorrow morning (10/5) at 10 am.

Playground Equipment – Ms. Riner checked the playground equipment until the inspectors can come out. She put caution tape up on anything that was questionable. Mr. Babington will work on the items he can fix.

Stormwater Pond Violations – Ms. Riner reported Mr. Babington has worked on taking care of the violations and they are mostly fixed.

County Billing of Town Taxes – Mr. Kuczynski gave an overview of this discussion at the meeting in Smithsburg where Mr. Breeding gave his presentation. Mr. Kuczynski's professional opinion is the Town's Charter does not allow the Town to hand over the billing of Town taxes without a charter amendment or specific legislation at the State level.

New Business

Ballot Box at Town Hall – Ms. Riner reported the election people would like to put a ballot box out front of Town Hall. They were told they couldn't drill any holes in the building, so they will be using a solar camera. The ballot box will be put up 5 weeks prior to election day, they will pick up from it once per day at the beginning, and increase to twice per day. They are trying to do this at all Town Halls trying to add a couple to every election. The only Town Halls not doing it this year are Sharpsburg and Funkstown. Funkstown is in close proximity to Hagerstown so one isn't really needed there. They will be out there at 8 pm election night and the box will be picked up the next day. Mr. Sweeney motioned to allow the ballot box, Ms. Kerns seconded and all voted in favor.

eCode360 – Ms. Riner gave an overview of eCode360. Mr. Kuczynski reported on the benefits he has seen with other towns that use these types of codification services and how it helps him with drafting/amending legislation more efficiently. Ms. Pangle reported some of the benefits are identifying conflicts/inconsistencies/redundancies in the code, it is housed on their platform, it creates a history of the Town's code, and has search capabilities. The two biggest companies that offer this service are eCode360 and MuniCode. Ms. Pangle will contact MuniCode for a quote as well. Ms. Riner said this isn't something to do right away, but will look into potential grant funding to help with this project for the future.

Banner Change Funding - Ms. Riner reported Hotel/Motel money was never to be used for this. It needs to be paid for with Town funds. Ms. Riner said we are already over budget for park maintenance. She said this fund tends to be a catch-all for things like new signs, bollards, and the new gate for the stormwater pond. She thinks this should be increased for next year's budget.

Town Hall Windows & Plumbing Repairs – Ms. Riner said two windows in Town Hall leak and there is a hole where insects get in and set off the alarm. She had Smith Renovations come out and his quote has been forwarded to the Council Members. Cronise came out and was concerned the glass had shifted in the frame. He's going to have his glass guy come out but hasn't been out yet. Nicodemus Plumbing provided a quote for the leak in the upstairs bathroom and toilet replacement, the drain in the basement for the dehumidifier, replacement of the small 20-gallon water heater, and getting rid of the larger water heater. Mr. Hull motioned to approve the Nicodemus quote, Ms. Kerns seconded and all voted in favor. Ms. Riner reported the window and plumbing repairs are included in this year's budget.

Council Comments

Ms. Kerns mentioned sending a Thank you card to the McClellan Gun Club for the MML dinner.

Ms. Riner reported the audit has been going on for the last month. They haven't needed to come to Town Hall, everything has been uploaded to their system. The State sent the 3-year agreement for the salt which she sent to Mr. Kuczynski to review and he said it was good.

Mayor Lord reported the situation with the County Board of Elections and the Keedysville Community Center regarding this election cycle has been resolved and will remain a polling place. Mayor Lord supports the Planning & Zoning Board having a holiday dinner again. He also mentioned a farewell dinner for Austin Abraham.

Meeting adjourned at 8:27 pm.

Respectfully Submitted,
Teresa Pangle
Administrative Assistant

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Mayor & Council Agenda October 4, 2023

Call to Order

Pledge of Allegiance

Approval of Minutes: September 6, 2023 Meeting

General Fund Report: \$473,417.93

Announcements: Bulk Trash Pick-up Saturday, October 7; Trick or Treat Tuesday, October 31 from 6-8pm

Community Deputy Report

Washington County Treasurer Matt Breeding

Resident Comments

Old Business: Dogstreet Rd & Main St Crosswalk; New stormwater pond gate; Container Regulations; Short-Term Rental Regulations; Tele-Plus quote for park cameras; Trash Service Bids; Playground Equipment; Stormwater Pond Violations; County Billing of Town Taxes

New Business: Ballot Box at Town Hall; eCode 360; Banner Change Funding; Town Hall Windows & Plumbing Repairs

Resident Comments Related to Agenda Items

Council Comments

Adjournment