

# 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*

*Approved*

## **Mayor and Council Minutes April 3, 2024**

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 Judy Kerns, Matt Hull, Town Attorney Ed Kuczynski, Town Administrator Lisa Riner, Administrative Assistant Teresa Pangle.

Minutes from the March 6, 2024 meeting were approved.

The General Fund Report was \$315,732.76

Announcements were read

### Community Deputy Report

Deputy Watkins completed the following checks, 19 in Cannon Ridge, 18 in Rockingham, 17 in Stonecrest, 5 in the Cemetery, 14 in the park, 11 at the filtration plant, and 9 calls for service.

### Resident Comments

N/A

### Old Business

Park Sign – Ms. Pangle received a quote from TMG Studios and is waiting on a quote from Vital Signs. There was some discussion. Mayor Lord suggested the same font as the signs on Rt. 34.

Grant Writer Renewal for FY 2025 – Ms. Riner said Ms. Gratton offered to cut the cost of our contract in half charging 4 hours instead of 8 hours per month. Mr. Kuczynski mentioned a few Towns work with RK&K Engineering. They have a grant writing division that might be worth considering. There was some discussion. Ms. Riner said our current contract ends on June 30, 2024. Mr. Hull motioned not to renew the contract, Mr. Sweeney seconded and all voted in favor.

Town Hall Address Plaque for Building – Ms. Pangle received a quote from TMG Studios and is waiting on a quote from Vital Signs.

Gazebo Planting – Ms. Pangle reported Ms. Thomas would like to plant on the corner near the gazebo instead of around the gazebo. The Council was concerned about the line of sight, closeness to the road, and snow plowing. The Council prefers it to stay around the gazebo.

Green Team Springfest – Mayor Lord mentioned the 2 SpringFest signs, one at Town Hall and one at Keedy Drive and Rt 34. The Green Team will have 2 more meetings before April 20<sup>th</sup>. The event is growing with vendors and presentations.

Water Fountain – The Council was provided a picture and details about the water fountain for the Girl Scout project. There was a discussion about location and winterizing. Council needs to know how it's winterized before moving forward with this model.

New Water Agreement with Boonsboro – Mr. Hull would like to table this until Mr. Kuczynski's comments can be forwarded to the Water Advisory Board. Mr. Kuczynski reviewed the proposed agreement and provided written comments. He said both Towns will need to pass a new ordinance, and some terms need to be defined. Mr. Hull motioned to table the agreement, Ms. Kerns seconded and all voted in favor.

ARPA Funds – Ms. Riner reported the Council had previously voted to spend all of the ARPA funds on water system preventative maintenance programs. It was figured to spend \$100K per year on the maintenance program but it has been much less. Only \$40k of the \$306k has been spent. The funds need to be obligated by the end of 2024 and all must be spent by 2026. There was much discussion on how to spend it all. Some ideas the money can be spent on are the Comprehensive Plan update, quarterly payments to Boonsboro, Lead/Copper Inventory, and 30% can be used for road paving. Ms. Riner said the road paving would need to be completed by the end of this year, or at least have a signed contract. Mr. Sweeney motioned to spend ARPA funds on 3 to 3.5 payments for Boonsboro water services, \$40k on preventative maintenance for the next 2 years, obtain a quote for paving and if anything is remaining apply it to the Comprehensive Plan, Mr. Hull seconded and all voted in favor.

Sustainable Communities – Ms. Riner reported Mr. Reitman from Sustainable Communities said they enjoyed coming out but after meeting with his team they don't think the Town of Keedysville is a good fit. It's not a denial or a definite no. We can still go through the whole process, but it's a lot of work for the Town. The reason they think we are not a good fit is because it's too nice here. The funds tend to be for rehabilitation or places that have lots of vacancies. Another reason is the income in Keedysville is high. The Council agreed not to continue with the process.

#### New Business

Curb at Post Office Mailbox – Ms. Riner reported a resident called to say her husband fell over the curb by the Post Office mailbox. She would like the Town to paint the curb. Mayor Lord mentioned the bollard on the corner of Coffman Farms and Main St is coming out of the concrete. Ms. Riner said Mr. Babington is looking for a better solution to secure them since they continue to be hit. Mayor Lord mentioned the lack of a crosswalk on Coffman Farms. Ms. Riner will ask Mr. Babington to paint the curb yellow and ask the County about a crosswalk at Coffman Farms and Main St.

FY2025 Budget – Ms. Riner gave an overview of the draft Town and Water budgets. She asked the Council to email her questions/suggestions before next month's meeting.

Classroom Visit for Banner Town – Ms. Riner said the classroom visit needs to be done before May. Mayor Lord said he would do the visit.

Felfoot Dr – A resident notified Town Hall of a pothole on Felfoot Dr. The Council agreed to add it to the paving list.

Fraternal Order of Police Donation – Ms. Riner said a request was sent in the mail. We have \$100 left in the budget and that \$100 usually goes to the fishing derby. Mr. Hull suggested waiting until July to send a \$200 donation.

Town Website – Ms. Riner said Ms. Green planned to retire this year, but has taken another job and gave Ms. Riner a referral for another company. Ms. Green takes care of things as asked, there isn't a contract. Ms. Riner asked if the Council wants to have a company take over the things staff can't do or wing it for now. Ms. Riner will email the Council the link to the company Ms. Green recommended.

Playground Maintenance – Plugs are missing from underneath the slides at the playground. Ms. Riner emailed the Rep to see if he can find replacements or if they are needed. Mr. Hull assumes they are air vents, and to keep critters out. Mr. Sweeney mentioned the possibility of wasp nests if the holes are left open. There are also some sharp metal edges exposed on several poles under one of the slides. Mr. Hull will take a look to see about filing the edges down.

#### Council Comments

Ms. Riner said Huntzberry would like to have a key to the restroom and storage shed, so they can have access when Town Hall isn't open. The Council is fine with this. He also said there was a bunch of water coming from the white pipe near the restrooms. He wasn't sure if it was from all the recent rain. Mr. Hull said the white pipe should be a drain pipe and is probably from the rain.

A resident called about the ornamental grass at the Stonecrest entrance needing to be cut back. The resident that used to cut the grasses back no longer lives in the community and now it's not being maintained. This property is owned by Mr. Holder. The Council determined it does not fall under the weed and grasses ordinance.

Meeting adjourned at 8:33 pm.

Respectfully Submitted,  
Teresa Pangle  
Administrative Assistant



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## Mayor & Council Agenda April 3, 2024

Call to Order

Pledge of Allegiance

Approval of Minutes: March 6, 2024 Meeting

General Fund Report: \$315,732.76

Announcements: Yard Waste Pick-up resumes Wednesday, April 3; Town Election Candidate Applications due Monday, April 8; Green Team SpringFest Saturday, April 20 at Taylor Park; Town Election Saturday, May 4 at Town Hall; Community Yard Sale Saturday, May 4; Bulk Trash Pick-up Saturday, May 11

Community Deputy Report

Resident Comments

Old Business: Park Sign; Grant Writer Renewal for FY 2025; Town Hall Address Plaque for Building; Gazebo Planting; Green Team SpringFest; Water Fountain; New Water Agreement with Boonsboro; ARPA Funds; Sustainable Communities

New Business: Curb at Post Office Mailbox; FY2025 Budget; Classroom Visit for Banner Town; Felfoot Dr; Fraternal Order of Police Donation; Town Website; Playground Maintenance

Resident Comments Related to Agenda Items

Council Comments

Adjournment