

Let it be remembered that the Mayor and Board of Commissioners of the Town of Rising Sun, held a Town Meeting on the 3rd floor of the Town Hall on Tuesday evening April 27, 2010. For the record the meeting place and time were duly posted as required.

<u>MEMBERS IN ATTENDANCE</u>: Mayor Judith M. Cox, Commissioner Clinton E. Bowers, Commissioner Jim Majewski, Commissioner Thomas S. Mumey and Commissioner Augie Pierson.

MEMBERS ABSENT: (None)

STAFF/CONSULTANTS PRESENT: Town Administrator Calvin A Bonenberger, Jr.

GUESTS: See Attached List

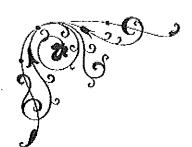
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<u>MEETING OPENING</u> – The meeting was called to order at 7:00 PM by Mayor Judith M. Cox, followed by a pledge of allegiance and a moment of silence.

APPROVAL OF MEETING MINUTES — Mayor asked for any corrections to the minutes for the April 13, 2010 Town Meeting. Commissioner Bowers made a motion to approve the minutes, seconded by Commissioner Mumey. Motion carried unanimously. An executive session report outlining a meeting that was held to discuss personnel was read into the minutes. A motion was made by Commissioner Bowers seconded by Commissioner Mumey to accept the executive session report. Motion carried unanimously. A second executive session report, outlining a meeting to discuss a legal issue, was read into the minutes. A motion was made by Commissioner Mumey, seconded by Commissioner Pierson. Motion carried unanimously. Bonenberger also read two executive session meeting reports that were held on April 13, 2010 and April 25, 2010. He also reported on two budget meetings that were held on 4-16-10 and 4-19-10. The meetings were held as workshops and no formal motions or votes were made or taken and the budget was not formally adopted.

<u>PRESENTATIONS</u>, <u>ORDINANCES AND RESOLUTIONS</u> — The Town Administrator, Calvin A Bonenberger Jr., gave an overview of a resolution 2010-08 which proposes to change the charter in regards to long term financing options for the Town. Motion was made by Commissioner Mumey seconded by Commissioner Bowers to approve the resolution. Motion passed unanimously.

<u>MAYOR'S REPORT</u> - The Mayor reported on recent activities of West Nottingham Academy that sent two groups of students to the Town on Wednesday April 21 to celebrate and recognize earth day. There were two groups of 10-12 students. They came into view the museum and to learn how





municipal government operates. Both groups then went out into the community to clean up the Town. The Mayor reported that she sent a note to the newspapers, thanking the academy for this service. In other business, the Mayor made a recommendation to appoint Charles Slaybaugh, the Honorable Dave Fox and Reverend Jim Jones, to serve on the Town's Ethics Commission. Commissioner Pierson made a motion, seconded by Commissioner Mumey to accept the recommendation. Motion passed unanimously. The Mayor made a second recommendation to appoint Barbra Shallcross, Judy Miller and Joan Donahue to serve on the Town's election board. Motion was made by Commissioner Mumey seconded by Commission Bowers to accept the Mayor's recommendation. Motion carried unanimously.

FINANCES – No finance report)

SEWER AND WATER REPORT – Commissioner Majewski notified the board that the Town has received the preliminary engineering design for our new sewer plant. We have also received the environmental study for the USDA funding project. We will be meeting on May 4th with the sewer team to discuss the reports and to schedule submittals to MDE prior to the May 24 deadline. In addition to the report, Commissioner Majewski made a motion to authorize an additional \$30,000 contract extension to RK & K in order to the engineering design on target with the MDE consent deadlines. Motion was seconded by Commissioner Mumey. Motion passed unanimously.

<u>STREETS AND SIDEWALKS REPORT</u> – Commissioner Bowers reported that our public works crews have finished accessing the damage to the storm drain on Ryan Drive. They will schedule the repairs in the coming weeks.

PUBLIC SAFETY - Commissioner Pierson provided a report on general activities of the poli ce.

<u>PARKS AND RECREATION</u> — Commissioner Mumey reported that the post for the State Champion signs at the park have been installed. We are waiting for better weather to attached the signs to the post.

TOWN ADMINISTRATOR'S REPORT — The Town Administrator reported on an action items to purchase 5 vehicles at a total cost of \$185,000. These purchases would be finances over a 3-7 year period depending on the vehicles. Motion was made by Commissioner Pierson seconded by Commissioner Mumey to approve the purchase of 3 police vehicles, a public works pickup truck with a snow plow, a Town Administration vehicle and a skid loader with a rotary mower attachment. Commissioner Majewski asked for clarification on what types of vehicles were being purchased and why the Town Administration needed a 4 wheel drive vehicle. The Town Administrator clarified that the Town Administration vehicle was a sedan and not a 4 wheel drive vehicle. Commissioner Mumey asked about the issue raised previously regarding the rotary mower attachment for the skid loader. The





Town Administrator reported that the issue regarding the benefits of a rotary mower versus an articulating mower arm was left up to public works director, who felt that the rotary mower would be more beneficial than an articulating mower arm. In addition, the current skid loader would not support an articulating arm mower and switching to a different tractor type would be very costly. Commissioner Pierson asked for confirmation that the skid loader was wheel driven and not track driven. The Town Administrator confirmed that it was wheel driven. With no further questions, the motion carried unanimously. The Town Administrator presented a seconded action item involving a Town owned and operated email and project tracking system. The Town Administrator provided a report on the previous email system that the Town tried several years earlier. The previous system had no spam protection and was hosted on the site of our IT Administrator, PC Enhancements, a local computer business. The previous system was very limited and was provided free of charge to the Town. The new system was state of the art email hosting using Microsoft exchanged and would lend itself very well to project tracking and task management. The total cost of the system was roughly \$3,780 per year, for all of the staff and all of the elected body to have access. Motion was made by Commissioner Pierson, seconded by Commissioner Bowers to move forward with Town owned and operated email and project tracking system at a cost of \$3,780 per year. Motion carried unanimously. The Town administrator provided a report on the meter installation project. The resident will be receiving fliers in the mail over the next 2 weeks urging them to contact the contractor, National Metering Company, to schedule times for the contractor to switch out the old meters with the new. The company will be installing meters 6 days a week to include evening hours for residents working a bit later. He stated that the company will have two installation crews in town at one time and will stay in a particular development until 80% of the development is done, before they move to a new development. Mr. Bonenberger explained how the meter removal process works and estimated that crews would need to be in the homes of the residents for about 30 -45 minutes. He provided an overview of how the new system will work. He reminded residents that National Metering Services employees will be in full uniform with proper identification. He also stated that the company's vehicles will be identified also. He urged residents to contact the Town Police if they had any concerns.

<u>PLANNING AND ZONING BOARD</u>- Mr. Bonenberger reported that the Planning and Zoning board had reviewed the draft comprehensive plan and approved sending it to the Maryland Department of Planning to begin their 60 day clearing house review of the document. He reminded everyone that this is a scaled down plan due to the fact that the Town has limitations on sewer and water capacity. We are tentatively scheduled to have a public hearing on the plan in late June to early July.





BOARD OF ZONING APPEALS - (No Report)

CODE ENFORCEMENT - No Report)

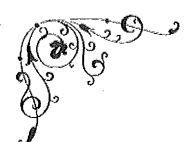
HISTORICAL PRESERVATION COMMISSION - (No Report)

OLD BUSINESS. (No Old Business)

<u>NEW BUSINESS</u>. Commissioner Majewski made reminded the board that the Commissioner approved the 2009 fiscal budget with a total base salary increase of \$23,685. He further made a motion that the Town of Rising Sun to give all employees, a 2% bonus retroactive to July of 2009 and ending December 31, 2009. He stated that the total cost of this motion would be \$10,891. He further motioned that the Town Administrator would work with the Town accountant to best determine how these payments will be distributed for the remaining fiscal year. The motion was seconded by Commissioner Pierson. The motion carried unanimously. The Mayor reported that the Boys and Girls club was having their annual appreciation dinner at the Fire House. She asked if the board would be interested in purchasing tickets for the event. Commissioner Bowers made a motion to purchase tickets for the event. The motion was seconded by Commissioner Mumey. Motion carried unanimously.

<u>CITIZEN'S INPUT</u> – Resident Don Craig handed in his letter of intent to run for the position of Mayor in the June 2010 Town Elections.

<u>ADJOURNMENT</u> — With no other business before the board a motion was made by Commissioner Pierson to adjourn the meeting.





Meeting Adjourned at 7:37 PM.

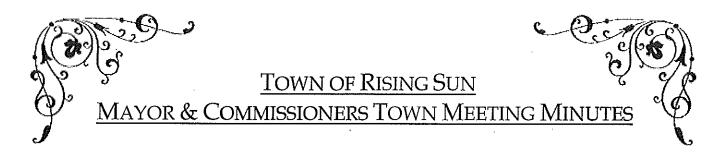
Reopening of the meeting: Motion to Commissioner Pierson to reopen the meeting

Respectfully submitted

Calvin A Bonenberger Jr., Town Administrator / Acting Town Clerk

Motion to approve the minutes made by Commissioner August Pierson, seconded by Commissioner Thomas S. Mumey at the May 11, 2010 Town Meeting

Motion Passed 4 to 0



DECLARATION AND VERIFICATION OF AUTHENTICITY

I, Calvin A Bonenberger, Town Administrator and Interim Town Clerk for the Town of Rising Sun, Maryland, do herby certify that the above and foregoing minutes are a true, perfect and complete copy of the Minutes adopted by the Mayor and Commissioners of the Town of Rising Sun, Maryland, and is identical to the original thereof appearing in the official records of the Town of Rising Sun, Maryland and the same has not, since its adoption, been rescinded or amended in any respect.

IN TESTIMONY WHEREOF, I have hereunto set my hand and have affixed the seal of the Town of Rising Sun as of this 12^h day of May 2010.

Respectfully submitted

Calvin A Bonenberger Jr.,
Town Administrator / Acting Town Clerk

CERTIFICATE & TOWN SEAL

(STATE OF MARYLAND)

(COUNTY OF CECIL)

(TOWN OF RISING SUN)