TOWN OF RISING SUN MAYOR & COMMISSIONERS TOWN MEETING MINUTES

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 October 11, 2011. For the record the meeting place and time were duly posted as required.

<u>MEMBERS IN ATTENDANCE</u>: Mayor Thomas S. Mumey, Commissioner Stephen Naughton, Commissioner Chris Callahan, Commissioner Joanne Osborne, and Commissioner August Pierson.

MEMBERS ABSENT: None

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

Town Clerk Rhonda Harmison

GUESTS: See Attached List

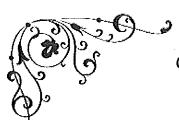
<u>MEETING OPENING</u> — The meeting was called to order at 7:00 PM by Mayor Thomas S. Mumey, followed by a pledge of allegiance and a moment of silence.

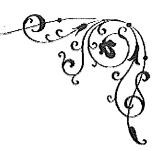
<u>APPROVAL OF MEETING MINUTES</u> — Mayor Mumey asked for any corrections to the September 13, 2011 Town meeting minutes. Commissioner Pierson asked for one correction to the first page referencing members in attendance, stating that his name was mentioned twice and the absence of Commissioner Stephen Naughton's name. Commissioner August Pierson seconded by Commissioner Stephen Naughton motioned to approve the September 13th minutes with one amended correction motion passed unanimously for approval.

<u>PRESENTATIONS</u>, <u>ORDINANCES AND RESOLUTIONS</u> – Mayor Mumey read into the minute's proclamation National Colonial Heritage and proclaimed the month of October as National Colonial Heritage Month.

<u>MAYOR'S REPORT</u> – Mayor Mumey assured the residents that despite rumors, all is well with respect to the financial well-being of their town. Mayor Mumey reported that the Town is not in financial straits and we have finished under budget on expenses and have finished in the positive over the past two years and expect to end this fiscal year with a surplus in our budgets.

Mayor Mumey reported on the Civil War Reenactment stating that everything went very well and complemented the Historical Preservation commission for putting together a nice event despite the various obstacles that they ran into.





Mayor Mumey reported that he attended a training session with Commissioner Naughton and the Town Administrator, sponsored by the Town insurance company, Local Government Insurance Trust (LGIT) reporting that the meeting was very informative and the guest speaker was a fellow from the US Attorney's office who gave a presentation about the importance of ethics and ethic policies.

Mayor Mumey reported that he attended a meeting with the other mayors of Cecil County to discuss ways of improving our working relationships with each other and the County.

Mayor Mumey reported that this year's Halloween festivities will occur on Monday October 31st between the hours of 6-8 pm, stating that parents are encouraged to chaperone their children and the Town will have police patrols out for added protection and safety.

Mayor Mumey reminded the Council that the upcoming MML convention will be held October 31 through November 2, 2011 in Cambridge Maryland.

Mayor Mumey reported that on Thursday October 20, 2011 there will be a Cecil Harford Chapter dinner and reminded the council members to please let Rhonda know by Monday if you are planning on attending.

<u>FINANCES</u> – Mr. Bonenberger reported that the Town is in the final stages of our annual audit and have been verbally told that we are continuing to make significant strides in reference to our financial reporting compared to years past and the Town is anticipating a positive year-end report.

Mr. Bonenberger reported on the 2012 budget that was passed in June that was passed but also contained a couple of unknown issues that could impact the budget. At that time Mr. Bonenberger recommended that the Town revisit these issues, stating that the issues were legal issues and the impact of the new water meter installations. Mr. Bonenberger stated that since that time new information has been received reporting that the meter revenue is meeting and possibly exceeding expectations and the County made a mistake on how much money the Town would be receiving under the tax differential, and is now going to deduct roughly \$7,000 from the total that we anticipated. Also the revenues received from the State Highway user fees are going to be more than originally anticipated. Mr. Bonenberger stated that he will be reviewing any budget revisions or amendments and will report back to the board in late November or early December.

Ms. Wagner reported on the Town's financials, stating that her presentation for July financials is in a draft format because the numbers are going to change when the final audited numbers with accruals comes back from the auditor. As a result we have not completed the financials for August or September because these numbers will change, as a result of the auditor's accruals as well. In the draft July financials, the Governmental budget revenue actual shows a loss and that should change to the





positive when the final journal entries come from the auditor. The proprietary fund closed with a positive of \$13, 444 for water, and a positive change to the sewer budget of \$38,000.

SEWER AND WATER REPORT - No Report.

<u>STREETS AND SIDEWALKS REPORT</u> — Commissioner Callahan reported that the Town is waiting on sidewalk repair quotes from contractors.

Commissioner Callahan also reported on resident concerns regarding the repair and re-patching of blacktop down in Valley view that was previously dug up due to, not one but two separate water main breaks. A permanent patch was not put over the hole due to the fact that we were going to replace an old valve on the line prior to permanently repairing the street. He reported that we are now scheduling to replace that valve and fix the street prior to arrival of winter.

Commissioner Callahan reported on the Mount St one way traffic, stating that we have non compliance issues, reporting that we are looking into ways to bring everyone into compliance. Commissioner Callahan also reported that contributing to the non compliance issues, of the one way traffic is the current configuration at the intersection of Pearl and Mount and the Town is exploring ways to change the configuration possibly adding a grassy island.

Commissioner Callahan also reported the need to consider a stop bar at Pearl and Queen Streets, here in Town Square because traffic keeps pulling out into the intersection and blocking the traffic exiting Main Street and trying to go West on Pearl.

<u>PUBLIC SAFETY</u> – Commissioner Naughton commended Chief Peterson for obtaining a \$47,400 public safety grant stating the funds will provide computers and record management software.

Commissioner Naughton reported that the Town will be participating in the Drug Enforcement administration's drug take back initiative. Old unwanted medications can be taken to the police department on October 29^{th} between 10-2 P.M.

<u>PARKS AND RECREATION</u> – Commissioner Osborne reported that she has received a quote of \$48,000 to replace the Log Cabin and a cost of \$20,000 for installation.

TOWN ADMINISTRATOR'S REPORT —Mr. Bonenberger reported on the water billing issues stating that the Town is looking at the possibility of converting from a 90 day billing cycle to a 30 day billing cycle. He advised the board that we are trying to make sure that we are internally prepared for all the issues that might arrive from the shorter billing cycle. He stated that the change will hopefully





help residents to better budget for their expenses on a monthly basis instead of getting one big bill every quarter. As a result of the higher quarterly bills we have many residents that have fallen behind and have bills overdue by almost a year. He stated we are also developing a strategy for how we deal with non-payment and termination of water service. Our current ordinance says that if the utility bill is not paid by the 20th of the month that it is issued the service will be shut off. He emphasized that the Town has never really practiced that policy and as a result has actually fallen into a policy that allows residents to carry outstanding balances on the books to the point that our auditor starts to raise concerns. He further emphasized that we must change these practices and that is why he is finalizing a recommendation to the Board for their approval at the November meeting.

Mr. Bonenberger reported that going forward he will be publishing a weekly news flyer to the board, updating what tasks will be done for the week and any pending issues and their resolutions. He hopes that this will help the Commissioners to stay more abreast of the issues that are happening in Town on regular basis. The flyer will list general items in each of the major areas such as General Administration, Public Safety, Public Works and Sewer and Water.

Mr. Bonenberger reported that the Chief attended a meeting asked by the Middle School about having a 5K run. Chief Peterson outlined the request stating that the run will be a fund raising event and encompass the entire Town and will happen the first or second Saturday in May. Commissioner Osborne shared her concerns about the opening of Little League at the same time. Chief Peterson explained that the run will not affect that area.

<u>PLANNING AND ZONING BOARD</u> – Mr. Bonenberger reported that at the next Planning and Zoning meeting the board will hear PZA 11-01 case, request from the Boys and Girls Club of Rising Sun to relocate their existing facility location 114 S Queen St. to a new location at 51 Colonial Way, Rising Sun, stating that the new location is zoned light industrial and they are requesting a variance.

BOARD OF ZONING APPEALS - No Report

<u>CODE ENFORCEMENT</u> – Mr. Bonenberger reported that he and the Mayor attended a public hearing on the adoption of the Maryland performance code, stating that possibly the new codes could affect development in reference to the new wastewater treatment plant that the Town is getting ready to build, and we will be monitoring the code as we go along.

Mr. Bonenberger reported that he received a written report from the Health Department in reference to a tenant with numerous code complaints, stating that due to the Town not having a renter's code we are limited as to what the Town can do.





<u>HISTORICAL PRESERVATION</u> COMMISSION – Ms. Ehrhart reported that the annual Civil War event went very well and the Town has sponsored this event for over 20 years, thanking everyone for a job well done.

Ms. Ehrhart reported that in November the RSHPC will present Pastor Jay Bunting and he will speak about the book he wrote in reference to the Oxford Md. Civil War Academy. Ms. Ehrhart will let everyone know when a date has been set.

Ms. Ehrhart reminded everyone that the North East annual Christmas parade will be December 3, 2011.

OLD BUSINESS – Commissioner Callahan commented that the Civil War reenactors were very pleased with the Town and how much they enjoy coming to Rising Sun.

Commissioner Osborne voiced concerns about a lack of communication amongst the board members, stating that she was not informed of the date as to when the wastewater treatment plant bids were to be opened, also stating that she was not informed about the hurricane disaster plan.

<u>NEW BUSINESS</u> – Commissioner Naughton reported that he attended the Cecil County Chamber of Commerce awards dinner held at the Well-wood restaurant located in Northeast reporting that the Chambers awarded the libraries the nonprofit organization award.

Commissioner Osborne asked the board if the Town has an Ethics committee and if so who are the members? Mayor Mumey replied that yes we do and informed Commissioner Osborne of the members, also informing Commissioner Osborne that his door is always open for any questions she may have.

CITIZEN'S INPUT – Mr. Majewski asked the board if they were aware of a book that previous clerk treasurer Sandra Didra claimed was here at the Town Hall. The book contained personal historical notes from a Town resident. Before the board could answer, Ms Dee Emsley from the audience stated that they know where the book is located. Mr. Majewski also asked about water leak detection software and whether it was up and running. Mr. Bonenberger answered that we are having problems with the system and that we are working them out. Mr. Majewski also asked Commissioner Callahan if the Town is receiving reimbursement for sidewalk repairs. Commissioner Callahan replied that invoices had been sent out in the past and that he would have to check into their status.





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

Meeting Adjourned at 8: 14 PM.

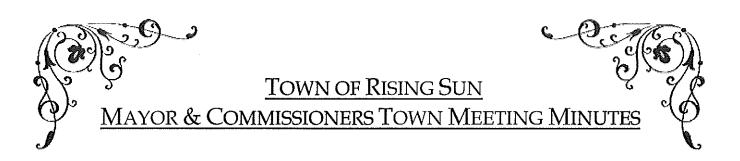
Respectfully submitted

Rhonda Harmison,

Town Clerk

Motion to approve the minutes made by Commissioner Stephen Naughton, seconded by Commissioner August Pierson at the October 25, 2011 Town Meeting

Motion Passed 4 to 0



DECLARATION AND VERIFICATION OF AUTHENTICITY

I, Rhonda S. Harmison 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 21st day of October 2011.

Respectfully submitted

Rhonda S. Harmison Town Clerk

CERTIFICATE & TOWN SEAL

(STATE OF MARYLAND)

(COUNTY OF CECIL)

(TOWN OF RISING SUN)