

**Town of Rising Sun
Mayor & Commissioners Town Meeting Minutes
December 9, 2015**

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 Wednesday evening, December 9, 2015 at 7:00 PM. For the record the meeting place and time were duly posted as required.

MEMBERS IN ATTENDANCE: Vice Mayor Dave Warnick, Commissioners Allen Authenreath and Joe Shephard.

MEMBERS ABSENT: Mayor Travis Marion and Commissioner Brian Leishear.

STAFF/CONSULTANTS PRESENT: Town Administrator Calvin A. Bonenberger, Jr. and Town Clerk Marsha J. Spencer.

IN THE MATTER OF CALLING THE MEETING TO ORDER: The meeting was called to order at 7:07 PM by Vice Mayor Warnick and followed by the Pledge of Allegiance, roll call and prayer.

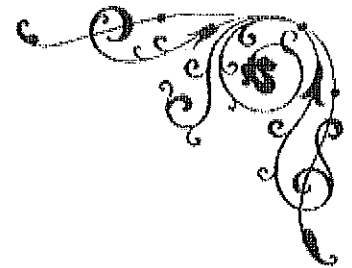
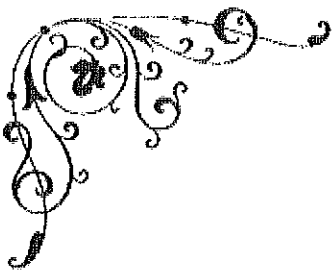
IN THE MATTER OF APPROVAL OF MINUTES: Motion was made by Commissioner Authenreath and seconded by Commissioner Shephard to approve the Minutes of November 24, 2015. Motion carried 3-0.

IN THE MATTER OF REPORTING OF EXECUTIVE SESSIONS: Town Administrator Bonenberger read a report of the Executive Session of December 8, 2015. (See Executive Session Report.)

IN THE MATTER OF PUBLIC PRESENTATIONS:

Presentation of Ordinance 2015-04 NFPA 1 Fire Code Adoption – Mr. Bonenberger presented Ordinance 2015-04 and summarized the relationship of NFPA to the Fire Prevention Code and his involvement as a municipally appointed fire officer. The Town will be following the Fire Prevention Code. Motion was made by Vice Mayor Warnick to proceed with the reading of the summary of this Ordinance. Motion was seconded by Commissioner Authenreath. Motion carried 3-0. Mr. Bonenberger then read the summary of Ordinance 2015-04 into the record, suggesting that the elected body review the Ordinance for possible adoption at the next town meeting.

Presentation of Ordinance 2015-05 Social Media & Information Technology – Motion was made by Commissioner Shephard and seconded by Commissioner Authenreath to read Ordinance 2015-05 into the



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record. Motion carried 3-0. Town Administrator Bonenberger then read the summary for Ordinance 2015-05 into the record. He also read the Purpose, pointed to definitions, and read the Policy Statement. This Ordinance is being considered for adoption at the next town meeting.

Presentation of Ordinance 2015-06 Rising Sun Property Maintenance Code – Commissioner Authenreath made a motion to read Ordinance 2015-06 into the record. Motion was seconded by Commissioner Shephard and motion carried 3-0. Mr. Bonenberger introduced Ordinance 2015-06 with its summary statement and a copy of the code, Property Maintenance Minimum Housing Quality of Life Code.

Presentation of Ordinance 2015-07 Town Records - Proper Storage, Public Access, Retention and Disposal – Although scheduled on this evening’s agenda, Ordinance 2015-07 will not be presented. Note that this ordinance will address the stored records in the basement, determining which are to be destroyed, maintained and organized for future access.

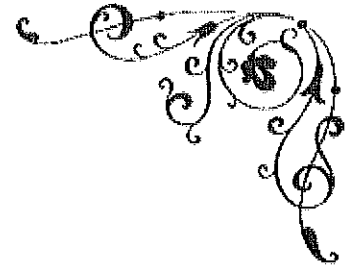
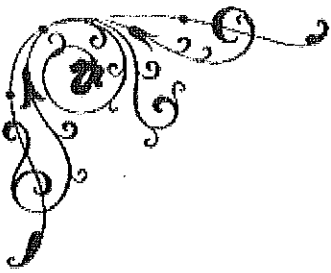
Presentation of Ordinance 2015-08 Community & Public Affairs Officer – Ordinance 2015-08 will not be presented tonight. This Ordinance will address respective procedures for community and public affairs.

IN THE MATTER OF BUSINESS MEETING ITEMS:

Consideration & Adoption of Ordinances:

- **Ordinance 2015-02 Rising Sun Arts Alliance** – Cleaning up loose ends with the changes from “Council” to “Alliance”; opportunities will be available for funding on state and county levels. Vice Mayor Warnick made a motion to establish the Arts Alliance to replace the Arts Council. Motion was seconded by Commissioner Shephard. Motion carried 3-0.
- **Ordinance 2015-03 Rising Sun Community Activities Alliance** - As presented at the last town meeting, Ordinance 2015-03 will direct, advise, guide and ensure that the elected body, staff, fire company, and any other community organizations are appropriately involved in respective community activities. Having benefit of the past two weeks to review this Ordinance, Commissioner Warnick moved to adopt Ordinance 2015-03. Motion was seconded by Commissioner Authenreath. Motion carried 3-0.
- **Rising Sun Arts Alliance Appointments:** In accordance with the change from “Arts Council” to “Community Activities Alliance, Commissioner Warnick moved to appoint the same positions as follows:

• Shelly Delia Leishear, Chair	Term expires 12-11-18
• Melissa Hammond	Term expires 12-12-17
• Crystal Felty	Term expires 12-12-17
• Nikki Elkins	Term expires 12-13-16
• Haley Miller	Term expires 12-13-16



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- Motion was seconded by Commissioner Shephard to proceed with these appointments. Motion carried 3-0.

IN THE MATTER OF CITIZENS' INPUT: None

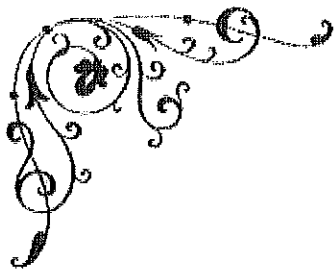
IN THE MATTER OF STAFF REPORTS:

Chief Peterson –

- 292 calls for the period of 11/25 – 12/10
- As the result of safety issues identified in the France and San Bernadino terrorists attacks, Chief Peterson shared the video: "Surviving Active Shooter Event" with Run, Hide, Fight to summarize our response. A detailed handout was shared with copies available in the lobby of Town Hall. Note that this video is listed on YouTube.
- Neighborhood summaries included: Valley View, West Main St. @ Harrington Drive, incident on So. Queen, a family in Bryans Grace using a generator as their primary source of electricity inside their garage, etc.
- 2 arrests; 6 moving violations;
- Parking along Valley View Drive near Street Lamp Productions – recommendation for "No Parking" signs on both sides of roadway. With only one entrance into Valley View, easy access is imperative for emergency vehicles. Commissioner Shephard moved to install "No Parking" signs on both sides of the roadway into Valley View. Motion was seconded by Commissioner Authenreath. Motion carried 3-0.
- Shop With A Cop is this Saturday. All RS police officers and Commissioner Shephard will participate. Community members are welcome to join the fun. Commissioner Shephard provided window clings and other designs for Shop with a Cop Cecil County. The elected body and Police Department expressed a special thank you to Commissioner Shephard.
- December 19th Coffee with a Cop – 10:00 AM – 12:30 at Martins Food Store.

IN THE MATTER OF THE REPORT OF THE TOWN ADMINISTRATOR:

- Following up on the report of an indoor generator mentioned in the Chief's Report, the Town Administrator referenced the Property Maintenance Code to identify the resource this code represents.
- Sewer overflow at manhole at sewer plant – MDE and the Health Department were involved. No sewage flowed to the streets or waterway. This occurrence had nothing to do with the plant's performance and appeared to be a lot of grease.
- Met with contractors for Big Foot this morning; an incomplete set of plans were reviewed that required a couple of changes on their end; the amount of parking is a concern, but one that seems resolvable.



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- The potential buyer for the Town House Restaurant is still visiting design concepts. The Planning Commission and Board of Appeals will likely see a variance in the future.
- Development – Nothing new to report.
- Records Retention Program – have met with a contractor and have appointments with two others. This process will be slow and tedious.

IN THE MATTER OF THE REPORT OF THE HISTORICAL PRESERVATION COMMISSION: No Report.

IN THE MATTER OF THE REPORT OF THE RISING SUN ARTS COUNCIL (ALLIANCE): No Report.

IN THE MATTER OF OLD BUSINESS: No Report.

IN THE MATTER OF NEW BUSINESS: No Report.

Public Notification REMINDER: Town Hall will close at noon on 12/24 and 12/31.

IN THE MATTER OF THE VICE MAYOR'S REPORT: No report.

IN THE MATTER OF THE REPORTS OF THE COMMISSIONERS:

Commissioner Authenreath:

- Reminder of the Gingerbread House Contest here at Town Hall Saturday, December 12th 5 – 7 PM;
- Reminder of the Christmas train display and Santa at Queen Street Nutrition.
- Contractor returned to Ryan Drive for temporary repairs to weather the winter.
- Planning Commission this Monday, 6 PM 12/14.

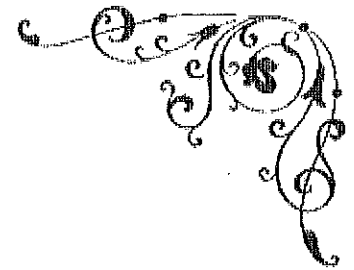
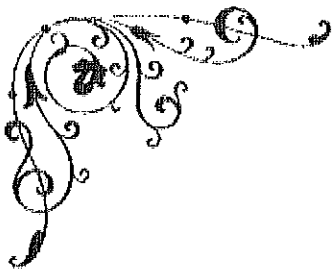
Commissioner Shephard:

Reminder to join us for Shop with a Cop.

The next regularly stated meeting of the elected body is Tuesday, December 22nd at 7 PM.

On behalf of Commissioner Leishear:

Town Administrator Bonenberger reported that Commissioner Leishear would have suggested that staff might move forward with moving records from the basement in preparation for the Records Retention efforts that include a redesign of the conference room on the second floor. Also, staff could move ahead with demolition.

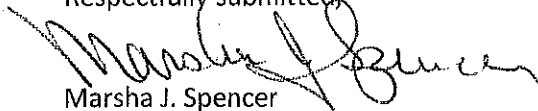


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Instead of signing with a general contractor, much work could be completed in-house with individual contractors being called for carpeting and electrical work. Motion was made by Commissioner Authenreath to do as much work as possible in house to keep costs down and move forward as soon as possible. Motion was seconded by Commissioner Shephard. Motion carried 3-0.

Motion was made by Commissioner Shephard to adjourn. Motion was seconded by Commissioner Authenreath and carried 3-0. Meeting adjourned at 8:34 PM

Respectfully submitted,



Marsha J. Spencer

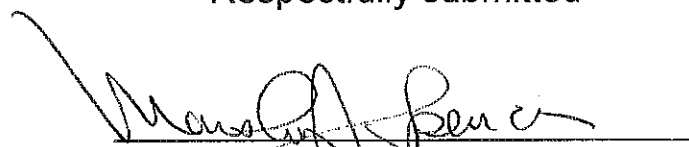
Motion was made by Vice Mayor Warnick and seconded by Commissioner Authenreath to approve these Minutes at the December 22, 2015 meeting of the Mayor and Commissioners. Motion carried 4-0.

DECLARATION AND VERIFICATION OF AUTHENTICITY

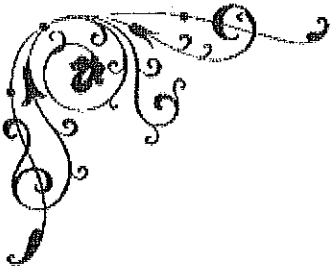
I, Marsha J. Spencer, Clerk for the Town of Rising Sun, Maryland, do hereby certify that the above and foregoing minutes are a true, perfect and complete copy of the Minutes adopted by the Mayor and Commissioners of the Town of Rising Sun, Maryland, and is identical to the original thereof appearing 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 22nd day of December 2015.

Respectfully submitted



Marsha J. Spencer
Town Clerk



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CERTIFICATE & TOWN SEAL

(STATE OF MARYLAND)
(COUNTY OF CECIL)
(TOWN OF RISING SUN)