

Town of Rising Sun
Mayor & Commissioners Town Meeting Minutes
November 24, 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 Tuesday evening, November 24, 2015 at 7:00 PM. For the record the meeting place and time were duly posted as required.

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

MEMBERS ABSENT: None.

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

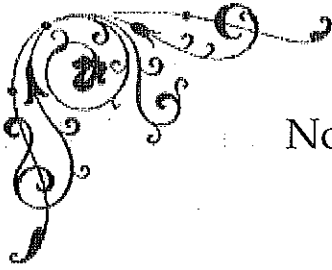
IN THE MATTER OF CALLING THE MEETING TO ORDER: The meeting was called to order at 7:00 PM by Mayor Marion and followed by the Pledge of Allegiance and prayer.

IN THE MATTER OF APPROVAL OF MINUTES: Motion was made by Commissioner Authenreath and seconded by Commissioner Warnick to approve the Minutes of November 10, 2015 as corrected. Motion carried 4-0.

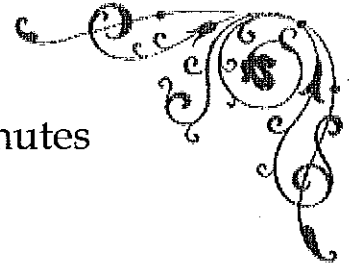
IN THE MATTER OF REPORTING OF EXECUTIVE SESSIONS: Town Administrator Bonenberger read into the record Minutes of the Executive Session of November 19, 2015 (See Executive Session Report).

IN THE MATTER OF PUBLIC PRESENTATIONS:

- Ravens Roost Presentation – A check for \$200 was presented to Chief Peterson in appreciation for the Police Department coverage over the past two years at the 5K runs.
- Ordinance 2015-02 Rising Sun Arts Alliance – Commissioner Warnick read a summary paragraph to introduce Ordinance 2015-02. Town Administrator Bonenberger will post this Ordinance on the website.
- Ordinance 2015-03 Rising Sun Community Events Alliance – Commissioner Warnick also introduced Ordinance 2015-03, that permits the coordination of community events with respect to representation, liability, and participation. Again, this ordinance will be posted online.



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IN THE MATTER OF CITIZENS' INPUT: Comments were made and action items taken by the Commissioners.

IN THE MATTER OF BUSINESS MEETING ITEMS:

Ryan Drive Paving Update –

- Incorrect water connections and clamp systems from the main to residents' homes have been replaced.
- As a result of soil tests, the KCI Geotechnical engineer has reviewed the asphalt and supporting aggregate to further determine that the road base is substandard and needs to be replaced. The base conditions are worse than originally thought.
- Approaching the end of seasonal production for blacktop, the contractor will proceed with applying blacktop in the cul-de-sac, test pit and connection areas. This application will allow residents smooth access as well as promote easy snow plowing through the winter months.
- Thank you again to residents for their patience.
- While the Town Administrator has applied for grants, alternate funding is being considered along with possible legal options.
- With the work already completed and this change in plans, a change order has been submitted for \$66,907, dependent on the estimated quantities of blacktop.
- Commissioner Authenreath made a motion to approve the additional cost of \$66,907. Motion was seconded by Commissioner Warnick and carried 4-0.

Town Financials – Patricia Wagner presented the Financial Statements for the period ended October 31, 2015.

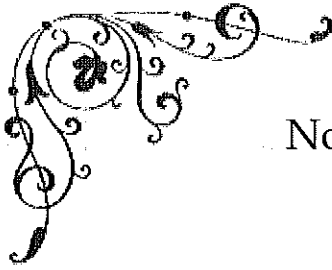
Chief of Police –

Chief Peterson reported:

- 281 incidents for 11/10 – 11/2 with ten arrests;
- Spotlighted activities in area neighborhoods: Valley View, Broadleaf Court, West Main Street @ Harrington Drive, East Side of Town at Maple Heights Drive;
- Officer McKinney is teaching DARE at the Middle School;
- Shop with a Cop – Reminder to check out this opportunity to serve.
- Coffee with a Cop at Martins will begin December 19th, 10 am to 12:30 pm.
- FBI suggests reviewing our protocols for an active shooter.
- Be vigilant – see something, say something; contact the Police Department.

Town Administrator –

- Due to Thanksgiving holiday, trash pickup will be Saturday.
- Reminder of vacant position on Board of Appeals.



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- Property Maintenance Code – still receiving lots of complaints; deficiencies in our ordinances cause enforcement issues that are often safety-related issues. Vacant Property Registration program will be a component of the Code.
- Development: Rising Sun Library is expanding; Janes United Methodist is renovating their interior layout; the Town House Restaurant has a potential owner interested in renovations that could take its occupancy from 50 or so to nearly 100 with outdoor seating and a tavern; a developer is looking at 7 – 9 acres for a quasi -strip mall similar to Martins/Brixmoor; another legacy property owner is looking to develop low impact commercial/professional offices and different level/priced homes; prospects are asking about tearing down a home for new construction or subdivision (two different properties).
- Legal issues – With \$480,000 in unrestricted funds as of tonight's Financial Statement and the cost of Ryan drive starting at \$466,000, residents are paying a price for unresolved land development issues. At this stage, the Town is not going to review any of their plans. An ordinance will be developed to articulate this directive.
- An ordinance is needed to clearly define one-way streets, i.e. Valley View entrance where street is not wide enough for parking on one or both sides.
- Fire Code Adoption – Being appointed as Fire Marshall/Inspector by the State Fire Marshall's office, Mr. Bonenberger is refreshing his background on the fire code by taking some training classes.
- Records Retention: To further protect town residents by being responsive to legal issues, the location and assimilation of stored documents has become increasingly important. Using the State's guidelines, an ordinance will be created to outline a policy and schedule by department. Additionally, since documents would be moved from storage in the basement to a safer, controlled room, the plan might also consider access to a larger and more functional conference space that promotes after-hours access for the public with improved control and access to that space.

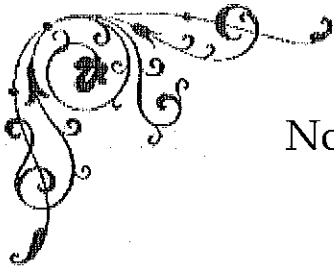
IN THE MATTER OF THE RISING SUN ARTS COUNCIL:

- Thanks to the Board and Town for their support of the transition to the Arts Alliance. The State of Maryland and the Cecil County Arts Council have been extremely supportive.
- Reminder: Gingerbread House night on December 12, 5 – 7 PM with Ray of Hope Food Drive.

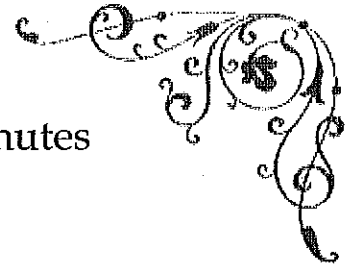
IN THE MATTER OF THE REPORT OF THE HISTORICAL PRESERVATION COMMISSION: None.

IN THE MATTER OF OLD BUSINESS: None.

IN THE MATTER OF NEW BUSINESS: Reminder of Town Hall Office Holiday Hours.



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IN THE MATTER OF THE MAYOR'S REPORT:

- Formal apology for his error in judgment and resulting frustration that led to his missing the last Executive Session meeting;
- December 1st – formal tree lighting and Carol Sing at 6 PM;
- Congratulations to Rising Sun Volley Ball team for State Championship win.
- Take note of students' artwork in stairwell.

IN THE MATTER OF COMMISSIONERS' REPORTS:

Commissioner Authenreath:

- Comments made earlier with respect to Ryan Drive;
- Planning Commission meeting – December 14 at 6 PM
- Records Retention discussed earlier: The board's consensus is to move forward with enlarging the conference room. Motion was made by Commissioner Authenreath to instruct the Town Administrator to move forward with an area for records retention and with plans for a larger conference room, keeping the price down as much as possible. Commissioner Warnick seconded the motion which carried 4-0.

Commissioner Leishear:

- Attended the Rising Sun Arts Council show of Commissioner Warnick's and his mother's photography. Proceeds are being donated to the Arts Council; some inventory remains available and ready for purchase.
- Sewer plant – MDE inspection; ready to file final report.

Commissioner Shephard:

Two new police vehicles are scheduled to be fitted with lights, lettering and interior equipment over the next few weeks.

Shop with a Cop – Reminder of this opportunity to become involved on December 12th.

Building security issues – an Elkton consulting company will review and provide suggestions.

Commissioner Warnick:

The two Scouts who completed the boardwalk, bridge and learning platform at Triangle Dog Park were awarded the rank of Eagle Scout at a ceremony this past Saturday. Plans are made to recognize them at the December 22nd meeting here at Town Hall.

With a question regarding the above motion to secure a price for the larger conference room and records retention area, Town Clerk Spencer read the motion as recorded above. Commissioner Warnick made a motion to



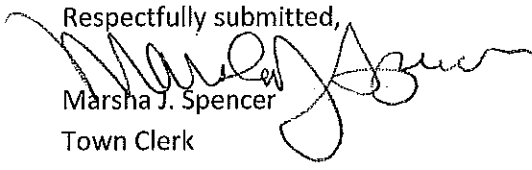
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put the motion on the floor and to rescind that motion. Commissioner Authenreath seconded the motion, which carried 4-0.

Commissioner Warnick made a motion to direct the Town Administrator to move forward with a policy for record retention and to request quotes to fill the needs for record retention plans. Motion was seconded by Commissioner Shephard. Motion carried 4-0.

With no other business to come before the elected body, motion was made to adjourn at 8:45 PM by Commissioner Warnick and seconded by Commissioner Authenreath. Motion carried 4-0.

Respectfully submitted,


Marsha J. Spencer

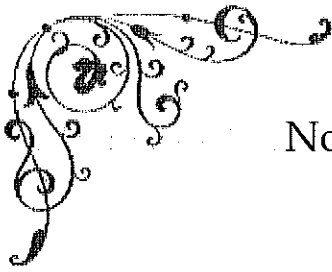
Town Clerk

Motion was made by Commissioner Authenreath and seconded by Commissioner Shephard to approve these minutes at the December 9, 2015 Meeting of the Mayor and Commissioners. Motion carried 3-0.

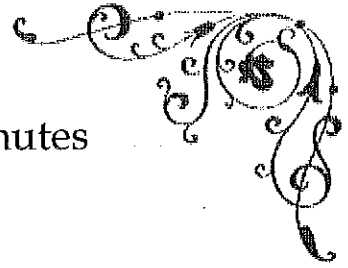
DECLARATION AND VERIFICATION OF AUTHENTICITY

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 *9th* day of *Dec*. 2015.



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Respectfully submitted

Marsha J. Spencer
Town Clerk

CERTIFICATE & TOWN SEAL

(STATE OF MARYLAND)

(COUNTY OF CECIL)

(TOWN OF RISING SUN)