

MINUTES
COMMISSIONERS OF POOLESVILLE
March 21, 2016

CALL TO ORDER:

Commissioner Brown called the meeting to order. Commissioner Klobukowski and Dickerson, were in attendance, as well as Town Manager Yost.

ADJOURNMENT:

Commissioner Klobukowski motioned to adjourn to an Executive Session as provided for by the Annotated Code of Maryland, State Government Article: Section 10-508(a)1(i) to interview and consider an appointment to Sustainable Poolesville. Seconded by Commissioner Dickerson. Motioned carried 3-0.

CALL TO ORDER:

Commissioner Brown called the meeting to order. Commissioner Klobukowski, Halbrook and Dickerson, were in attendance, as well as Town Engineer Strong and Town Manager Yost.

PLEDGE OF ALLEGIANCE:

Commissioner Klobukowski led the Pledge of Allegiance.

ANNOUNCEMENTS:

Commissioner Halbrook requested clarity on the Income tax Wynne case and miscoding. A discussion ensued reporting that the Town owes approximately \$40K - \$50K, payable over 9 quarters but will be receiving \$99K for the Comptroller's office miscoding error.

Commissioner Klobukowski announced that he would be testifying to the County Council on April 7 in support of the school budget. He also reported on the MML meeting that he attended on March 17th.

Commissioner Brown announced that an executive session had taken place prior to the public meeting and that resident Kerri Cook was appointed to the Sustainable Poolesville Team.

OPEN FORUM:

APPROVAL OF MINUTES:

Commissioner Dickerson moved to approve the minutes of March 7, 2016. Seconded by Commissioner Klobukowski. Motion carried 4-0.

NEW BUSINESS:

Appointments to Boards And Commissions - Commissioner Klobukowski motioned to approve the following list of volunteers who had requested a re-appointment. Commissioner Dickerson seconded the motion. Motion carried 4-0.

Planning Commission - Bryan Bupp

Board of Elections - Tom Kettler, Theresa Yost, Andrea Stump, Alicia Burton, Sharon Armstrong, Cliff Branscome, Jocelyn Harris and Kathryn Lane.

Board of Zoning Appeals - Pilar Garrett

Parks & Streets Board - Tim Pike and Terry Pierce

One vacancy exists for the Ethics Commission

County Franchise Agreements - Manager Yost provided an overview of the Comcast renewal and Verizon amended franchise agreements. The proposed MOU's allow the County to implement the agreements within the Town. The MOU's will be placed on the next agenda for approval consideration.

Well Communication System Project Award - Engineer Strong provided a presentation of the project details, bids received and a recommendation to award a contract to Kershner Electric in the amount of \$135,566 with a total budget of \$155,716.

Manager Yost discussed the funding. \$75,000 had accumulated for the project and the remaining \$81,000 needed could be taken from the \$99,000 income tax miscoding error refund that the Town had received, which had been placed in the unrestricted reserve account.

Commissioner Halbrook motioned to transfer \$81,000 from the unrestricted account to the 3167 Account, Well SCADA project. Seconded by Commissioner Dickerson. Motioned carried 4-0.

Commissioner Klobukowski motioned to award the contract to Kershner Electric in the amount of \$135,566 with a total project cost of \$155,716. Commissioner Halbrook seconded the motion. Motion carried 4-0.

OLD BUSINESS

Ordinance 194 - Zoning Code Amendment - Manager Yost provided a brief on the proposed ordinance and reported that the Planning Commission had reviewed and recommended approval.

Commissioner Klobukowski motioned to set a public hearing for April 4, 2016. Seconded by Commissioner Halbrook. Motioned carried 4-0.

Tree City USA - Ordinance NO. 206 - Commissioner Klobukowski provided a brief on the four parts required to become a Tree USA certified community, of which, one was the proposed ordinance.

Commissioner Halbrook motioned to approve Ordinance 206 to amend the Poolesville Code, chapter 7, titled "Forest Conservation", by adding a new section 7.34. titled "Community Tree Ordinance". Seconded by Commissioner Klobukowski. Motioned carried 4-0.

Inflow and Infiltration Update - Engineer Strong presented data on several manholes needing repair and the ongoing data collecting.

COMMITTEE REPORTS:

PLANNING COMMISSION

Manager Yost reported that the Planning Commission had a presentation from Dave Kline from Potomac Edison on the cost of undergrounding power lines on Fisher Avenue. \$7M to \$8M was the estimate. The Commission also discussed proposed Ordinance 194 and adopted the Annual Planning Report.

PARKS BOARD

Commissioner Halbrook reported that the Board had a presentation from a resident concerning road safety, approved park permits and discussed the "Living History" event being planned by Rande Davis. Parks Board Chairman Doug McKinney reported that the Board approved the event with the exception that the overnight stay, campfire, artillery fire and musket fire be approved by the Commissioners.

Events- Commissioner Dickerson reported that the Events Committee had met and detailed 9 events.

School Liaison - Commissioner Klobukowski reported that the BOE is scheduled to visit Poolesville on May 12th...

MANAGER'S REPORT:

Commissioner Halbrook requested information on the Town's water system and if there were any lead contamination concerns as with Flint Michigan. Manager Yost reported that the Town's distribution system consists of ductile iron, plastic and copper pipes. No lead lines are in Poolesville.

ADJOURNMENT

Commissioner Dickerson made a motion to adjourn. Seconded by Commissioner Halbrook. Motion passed 4-0.