

SCANNED

**TOWN OF BETTERTON**  
**Mayor & Council Workshop**  
November 27, 2018 @ 7:00 P.M.  
Berterton, MD 21610

The Berterton Council Workshop was called to order by Mayor Sutton at 7:00 p.m

**IN ATTENDANCE:** Mayor Sutton, Councilman Fracassi, Councilman Gilchrest, Councilman Marcy, Councilman Pyfer, Town Attorney Yeager, Town Manager, Elizabeth Greenwell and Town Clerk/Treasurer Dlugoborski.

**RESIDENTS:** Candi Sorge, Clyde Warden, Cheryl Fracassi, Mary Anne Wasko-Smith, Kenny Burke, Mike Burns, Larry Crew and Dorcus Coleman.

Others in Attendance: Trish McGee, Kent County News

Mayor Sutton opened the Public Hearing on:

ORDINANCE 2018-03 WHICH WOULD AMEND ORDINANCE 2013-01 FOR THE PURPOSES OF UPDATING THE TOWN'S BUILDING CODE TO REFERENCE ADOPTION OF THE CURRENT INTERNATIONAL CODES AND TO PROVIDE FOR THE BUILDING INSPECTION FEE SCHEDULE TO BE SET BY MAYOR AND COUNCIL BY RESOLUTION. Town Attorney Yeager suggested to approve as amended items 4-7 under 3-101. Adoption of Building Code which would add "and any subsequent amendments thereto or future replacement editions thereof. No questions or comments. *Councilman Fracassi motioned to close the public hearing for Ordinance 2018-03; seconded by Councilman Pyfer; all in favor. Closed at 7:10 p.m.*

Mayor Sutton opened the Public Hearing on:

PUBLIC HEARING TO OBTAIN THE VIEWS OF CITIZENS ON COMMUNITY, ECONOMIC DEVELOPMENT, AND HOUSING NEEDS TO BE CONSIDERED FOR SUBMISSION OF AN APPLICATION TO THE MARYLAND COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG) AS A SPECIAL PROJECT. Citizens will have the opportunity to review plans for the Idlewhile Pump Station and to provide input on other needs to be considered. The hearing will be held at the Berterton Town Hall, 100 Main Street, **Tuesday, November 27th at 7:15 p.m.** A draft of the application will be available at Town Hall starting at 10 am on Monday, November 26th.

Citizens will be furnished with information including but not limited to:

- the amount of CDBG funds available for State Fiscal Year 2019
- the range of activities that may be undertaken with CDBG funds; and
- the proposed project under consideration by Berterton

The Maryland Community Development Block Grant (CDGB) Program is a federally funded program designed to assist governments with activities directed toward neighborhood and housing revitalization, economic development, and improved community facilities and services. It is administrated by the Department of Housing and Development. The Maryland CDBG Program reflects the State's economic and community development priorities and provides public funds for activities which meet one of the following national activities, in accordance with the federal Housing Community Development Act of 1974, as amended, that:

1. benefit to low and moderate income persons and house- holds;
2. aid in the prevention or elimination of slums or blight;
3. meet other community development needs of an urgent nature, or that are an immediate threat to community health and welfare.

**Page 2 November 27, 2018 Mayor/Council Workshop**  
*Public Hearing continued...*

Efforts will be made to accommodate the disabled and non-English speaking residents with seven days advance notice by contacting Elizabeth Greenwell, Town Manager, at [egreenwell@townofbetterton.com](mailto:egreenwell@townofbetterton.com). Town Manager Greenwell explained about the grant funds and that the town does qualify for these funds. Mike Burns, property owner on Horning Drive asked where the pump station was located. Mayor Sutton explained that the pump station is located on the left as you go down the hill on Idlewhile Avenue. *Councilman Marcy motioned to close the public hearing; seconded by Councilman Fracassi; all in favor. Closed at 7:21 p.m.*

Mayor Sutton opened the Council Workshop at 7: 21 p.m.

**Permit Fees: Ordinance 2018-3:** *Councilman Marcy motioned to adopt Ordinance 2018-3 with amendments; Councilman Fracassi seconded; all in favor.*

Mayor Sutton read into record Resolution 2018-02 **to set a new fee schedule for building matters, including fees for permits, inspections, site plans, and applications.** *Councilman Gilcrest motioned to adopt Resolution 2018-02; seconded by Councilman Pyfer; all in favor. Resolution 2018-02 has been adopted and will become effective December 17, 2018.*

**Idlewhile Pump Station:** Mayor Sutton stated we held a public hearing earlier this evening in reference to Idlewhile Pump Station. Town Manager Greenwell explained that the town needs to receive letters of support from residents. *Councilman Fracassi made a motion to proceed forward with the grant application for the Idlewhile Pump Station CDBG.; seconded by Councilman Marcy; all in favor.*

**Opening of Bids for Betterton Shoreline Stabilization** Postponed – 2<sup>nd</sup> RFP was advertised and bids are due December 11<sup>th</sup> due to the fact that there was only one bid.

**Town Manager Report: 10/9/18 – 11/27/2018** Average 25 hours per week

Current Grants

Environmental Review submitted and approved for Wheeler Avenue. Beth Hussein from MRDC/SERCAP was hired to help oversee CDBG/USDA grant for this project. Met with Dona from CDBG regarding labor requirements. Met with Stairikers to discuss easement. Letter of notice requesting an easement was composed in conjunction with Mr. Yeager. Final draft was sent to Cindy at CDBG.

RFP for Bayside was written and advertised. Only one firm attended mandatory Pre-Bid meeting. 2<sup>nd</sup> RFP was sent. 2<sup>nd</sup> Pre-bid meeting is December 3<sup>rd</sup> at 2 pm. Bid opening is December 11<sup>th</sup>. Bid Award will be on December 18<sup>th</sup>.

Grant Group is working on completing a CDBG Special Projects application for Idlewhile Avenue. Should be submitted within the next week.

Permits

Met with several residents regarding building permits and tree permits. Issued 2 building permits and 1 tree permits and followed up on 3 replanting plans.

Received fee schedule from MDIA. Wrote proposed residential and commercial building permit fee schedule.

Replacement Lights

Spoke with Delmarva Power. 20 lights will be installed before the end of the year.

Census

Census data completed for October.

**Page 3 November 27, 2018 Mayor/Council Workshop**

*Town Manager Report continued...*

Meetings

Attended several grant meetings

Sheila and I attended a training on town budgets at MML in Annapolis

Attended council workshop on 10/23

Met with Chris Benzing from MRDC on 10/30

Attended Planning and Zoning meeting 11/19

Dr. Marcy and I attended an Economic Development meeting in Chestertown 11/8

Upcoming Meetings

Economic Development meeting in North East on 10/29

**OPEN FORUM:**

Candi Sorge announced on behalf of the Kent County Commission of Aging that the Chestertown Lions Club are offering free rides to eye doctor appointments. A flyer will be posted in the hall.

Mike Burns, property owner on Horning Drive, commented on Rigbie Steps. Stated there a leaves and debris on the steps and there is no lighting. Said it is dangerous. Mayor Sutton stated that the town has applied for a few grants to get funding for repairs for the steps and that the town will also look into lighting.

Larry Crew, BCDC, exploring the possibility of having a cover put over the fishing shanty (Ark). BCDC is asking for the towns' approval/support since the structure will be on town property. The plans will have to be approved by the Historic Trust. *Councilman Marcy motioned to explore the options available with BCDC to cover the Ark; seconded by Councilman Fracassi; all in favor.*

**ANNOUNCEMENTS/NOTICES:**

Larry Crew announced that the train show is moving right along. Will be open December 15<sup>th</sup> & 16<sup>th</sup>. Would like to open the display other times throughout the year such as Betterton Day.

Kenny Burke asked if there are any regulations for the height of the cable line that crosses a road? A snow plow had its dump body up and snapped a line across the road and the power was out a few hours. Mr. Warren stated that there is a height regulation on a state highway. Would have to check into the regulation.

A motion was made by Councilman Marcy to adjourn the November 27, 2018, meeting; seconded by Councilman Pyfer; all in favor.

Meeting adjourned at 7:56 p.m.

Respectfully submitted,

Approved:

Sheila Dlugoborski, Town Clerk/Treasurer

December 11, 2018

