

**MINUTES
TOWN MEETING
April 6, 2015
Emmitsburg Town Office**

Present: Mayor Donald Briggs; Commissioners Clifford Sweeney, Joseph Ritz III, Jennifer Mellor, Glenn Blanchard and Tim O'Donnell, President.
Staff present were Vickie Felix and Dave Haller, Town Manager.

I. Call to Order

Commissioner Tim O'Donnell, President of the Board of Commissioners, called the April 6, 2015 Town Meeting to order at 7:30 p.m. Pledge of Allegiance was recited.

Approval of Minutes

The Minutes of the March 16, 2015 Town Meeting were approved as amended.

Commissioner Comments

Commissioner(s) cited attendances to include the Easter Egg hunt sponsored by the Knights of Columbus and Christ Community Church; Thurmont business expo; Frederick Bicycle Coalition meeting. Announcement included the paving happening in Town done by Frederick County; baseball and softball teams are starting to have games so be mindful when in the parks.

Mayor's Comments

Mayor announced he attended the Easter Egg Hunt which had about 400 children in attendance. The General Dollar store is underway. He had a follow up meeting with SHA in regards to the sidewalk connections on East and West Main St. which will probably be done by the fall of 2016. The comp plan update will be on April 27, 2015 at the Planning Commission meeting, the focus is on sustainability. He congratulated the Mt. Saint Mary's Rugby team who will be going to the final four in Denver. He announced that there are about 80 homeless children at Catoctin High School and spoke about SHIP, they will come and give a presentation at the next town meeting. He also announced that the grant percentage for the LED lights in the parks was 61%.

Administrative Business

- Pleased with staffs quick response with county on fixing Irishtown Rd.
- Modify backstop on baseball field – gave to Mr. Haller to review.

Consent Agenda

Mayor's recommendation for Rick Kapriva as Chairperson of Board of Appeals starting June 5, 2015; Bob Rosensteel is stepping down at the end of his term on June 4, 2015.
Unanimous consent.

Reports:

Treasurer's Report – Commissioner Blanchard reported on March 2015 cash activity. Detailed report at Exhibit A.

Planning Commission Report – Commissioner Sweeney reported that there was no meeting.

II. Agenda Items

Update of WWTP by RK&K

Mike Schultz of RK&K gave and updated presentation on the WWTP. He stated all the concrete is in; all the mechanical systems are installed and they are now doing functional testing of the equipment. He anticipates the testing will be done at the end of May and can begin to put the process online treating sewage. Site work has started; paving should start this week; should have a working facility by the end of May. The change orders are about 1.5%.

Audit report

Michelle Mills of Draper and McGinley, P.A. presented the fiscal year 2014 audit and answered questions from the Commissioners. Fiscal year 2014 had a financial statement audit and a single audit which is required when federal grant expenditures are greater than \$500,000. Mrs. Mills encouraged commissioners to read the Management Discussion and Analysis. She reported that all in all most things were comparable to the prior year. There were no internal control findings or material weaknesses.

Motion: - To accept the Fiscal Year 2014 audit report as presented.
Motion made by Commissioner Blanchard and second by Commissioner Ritz.

Vote: 5-0 in favor

Set Agenda Items for April 20, 2015 Town Meeting

1. Presentation on savings from LED street light conversion
2. Review Snow Emergency Plan
3. SHIP - Students Homelessness Initiative Partnership presentation
4. Multi User Trail – Administrative Business
5. Community Garden – Administrative Business

III. Public Comments – *Tim Clark, President of Vigilant Hose Co. Rocky Ridge* – Updated the Board on the EMS coverage and Company 26 issue since December of 2013. *Erma Tressler, Coordinator of After School Program; Ella Oleszczuk, student; Payton Taylor, student; Catherine Moorer, student and Julia Moorer, teacher* - gave a presentation of the after school program which consist of twenty students. Students gave the Board an album of the different activities that they did this school year.

IV. SIGN APPROVED TEXT AMENDMENTS AND/OR RESOLUTIONS - none

V. Adjournment

With no further business, the April 6, 2015 Town Meeting was adjourned at 8:35 p.m.

Respectfully submitted,

Vickie L. Felix
Recording Secretary

Date Approved: April 20, 2015