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**TOWN OF EASTON, MARYLAND**  
**Easton Town Hall**  
**14 S. Harrison Street**

February 3, 2014

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**PRESENT AT CONVENING**

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Mayor Robert C. Willey	Councilmember Kelley K. Malone
Council President John Ford	Councilmember Pete Leshner
Councilmember Megan M. Cook	Councilmember Leonard E. Wendowski, Sr.

Also present was Town Manager Mr. Robert Karge, Town Attorney Mrs. Sharon VanEmburch and Town Clerk Mrs. Kathy Ruf.

**OPENING REMARKS BY MS. MALONE AND PLEDGE OF ALLEGIANCE.**

Ms. Malone gave opening remarks and led those present in the Pledge of Allegiance.

**APPROVAL OF MINUTES OF JANUARY 6 AND JANUARY 27, 2014 MEETINGS.**

Upon motion by Mr. Leshner seconded by Ms. Malone and carried unanimously, minutes of the January 6 and January 27, 2014 meetings were approved as written.

President Ford clarified that the meeting on January 27 was a workshop meeting held with the County Council regarding trees on Mistletoe Hall Farm and the County's FAA Grant.

**MR. JORDAN LLOYD TO BRIEF COUNCIL ON CHRISTMAS PARADE.**

Mr. Lloyd was present to discuss the Christmas Parade. He stated that he enjoyed the parade but it could be set up a bit smoother. Mr. Lloyd suggested incorporating more activities to make the parade a weekend event. He asked that funding be provided for the organizer.

President Ford asked that Mr. Lloyd draft a letter with recommendations for the Christmas parade and an outline for funding.

**ITEMS BY MAYOR WILLEY.**

Mayor Willey stated he should soon have the figures for the Aurora Street rebuild.

He discussed the work in the storm drains that will be done with the video cameras.

Mayor Willey asked for an Executive Session following the regular meeting regarding the advice of legal counsel.

Mayor Willey discussed finding an alternate site for the skatepark. He stated that the ten year lease will soon expire and repairs are necessary to the equipment. Mayor Willey stated that the process is going through the Park Board and suggestions can be sent to the Director of Parks and Recreation.

Mayor Willey discussed a contract addendum for the Habitat project on Port Street which must be approved by the council regarding minority workers and contractors.

Upon motion by Ms. Malone seconded by Mr. Leshner and carried unanimously, the addendum as described by Mayor Willey was approved.

**CONFIRMATION OF APPOINTMENT OF MR. TERRY DELL TO THE PLANNING & ZONING COMMISSION.**

Upon motion by Mr. Wendowski seconded by Mr. Leshner and carried unanimously, Mr. Terry Dell's appointment to the Planning was unanimously approved.

**ITEMS BY THE TOWN MANAGER.**

Mr. Karge stated he will be addressing Impact Fee amendment and how they are assessed, collected and expended during the public hearing.

**ITEMS BY THE TOWN ATTORNEY.**

1 Ms. VanEmburch discussed the procedure for the next meeting which has the Harris Teeter public hearing  
2 scheduled. She said that the process will be like what took place before with the Waterside public hearing. Ms.  
3 VanEmurgh said that the witnesses will be sworn in with cross examination.

4  
5 Ms. VanEmburch stated that the State Ethics forms will be forthcoming shortly.

## 6 7 **POLICE BOARD REPORT.**

### 8 9 **Personnel:**

- 10 • Rec. Toby Hafer & Rec. Sean Stouffer - started Academy 1/6/14 graduate and June 7, 2014  
11• Leaves us with one Police Officer position open – We have offered a conditional job offer to an Applicant who  
12 is on active duty in the Air Force – will be discharged in April and will attend Academy in July. We will be at  
13 full strength at that time.
- 14 • PCO Sanders has resigned effective 2/7/14 to take a job in the private sector. We have already interviewed 1  
15 candidate and have another interview on Wednesday. We hope to be able to fill the position soon.

### 16 17 **Community Events:**

- 18 • Annual Christmas Toy Drive – co-chaired by Sgt. Bordley & Mrs. Plugge. This year we were able to help 30  
19 families and 60 kids with the generous support of the community.
- 20 • Shop with a Cop – On December 21 we partnered with the Talbot Optimist Club as five of our officers in  
21 uniform took 5 kids on a shopping trip to WalMart in their police car. This was our first year in this National  
22 Program. The officers were Sgt. Coleman, Sgt. Bordley, Cpl. Kellner, Cpl. Orellana and Pfc. Patchett.
- 23 • Annual Martin Luther King Basketball Tournament - On January 17 several of our officers participated in  
24 Annual Martin Luther King Basketball Tournament which was held at the Easton Middle School.
- 25 • Special Olympics Polar Bear Plunge - On January 24 we had 11 members from EPD Copsicles take the plunge  
26 at the Sandy Point State Park – ( Chief, Cpt. Lt. Wright, Cpl. Lee, Cpl. Kellner, Pfc. M. Schuerholz, Pfc. J.  
27 Kellner, Pfc. A. Bayne, Pfc. D. Downes, Pfc. M. Patchett and Ms. Garvey all plunged)

### 28 29 **Up Coming Events:**

- 30  
31 • March 14 - EPD Yearly Awards Banquet

### 32 33 **Awards and Recognition:**

- 34  
35 • Pfc. Allen Orrison was recognized as Officer of the 4th Quarter.
- 36 • Pfc. Megan Patchett – recognized as “2013 Airman of the Year “for Dover Air Force Base.
- 37 • Pfc. Megan Patchett – also was recognized as the “Air Force Reserves Outstanding Security Forces Flight  
38 Level Airman Award for 2013”. Pfc. Patchett serves in the Air Force Reserves.

### 39 40 **CAD/RMS Project:**

- 41  
42 • We have started the training for this project. The “Train the Trainers” portion has been completed and we will  
43 begin training all users starting this week. March 17 - EPD’s target date to go live.

### 44 45 **Public Assembly Permits:**

- 46  
47 • 2014 Haslup Hustle – Sunday, October 5
- 48 • Max Tracks St. Patrick’s Day Fun Color Craze 5K – March 15 (**cancelled**)
- 49 • “Chick-fil-A” 10K Connect Race – March 29

50  
51 Discussion occurred regarding runs and dedicated routes.

52 It was the council’s consensus to devise specific routes for events.

## 53 **MR. GEOFF OXNAM, EASTON UTILITIES VICE PRESIDENT OF OPERATIONS TO ADDRESS** 54 **COUNCIL REGARDING CABLE TV ANNUAL PROGRAMMING COST ADJUSTMENT.**

55 Mr. Oxnam discussed the annual proگرامing cost adjustments made to the cable rates. He stated that the  
56 adjustments reflect costs passed on to Easton Cable.

# Easton Cable Programming Cost Adjustment 2014

(Effective with bills rendered on or after February 1, 2014)

## Programming Cost Adjustment (PCA) 2014

Package	Increase charged by networks	PCA
Basic	\$1.22	\$1.20
Tier 1	\$1.61	\$1.60
Tier 2	\$2.56	\$2.60
Tier 3	\$2.66	\$2.70

## Impact of Programming Cost Adjustment on Rates

Package	Price (2013)	Price (2014)	Regional Average Price*	Easton Customers Savings	Easton Customer Savings
Basic	\$16.80	\$18.00	\$19.69**	\$1.99	10%
Tier 1	\$31.50	\$33.10	NA***		
Tier 2	\$54.55	\$57.10	\$70.52	\$13.42	19%
Tier 3	\$64.30	\$67.00	\$89.66	\$22.66	25%

\* Average based on price as advertised on websites of Atlantic Broadband (Oxford, MD rates) and Comcast (Caroline/Dorchester Rates) as of October 2013.

\*\* Atlantic Broadband does not advertise a Basic rate.

\*\*\* No other cable providers in our region offer an equivalent to Easton Cable's Tier 1.

## **EASTON ECONOMIC DEVELOPMENT CORPORATION TO PRESENT PROGRESS/ACTIVITIES AND GOALS FOR 2014.**

Mr. Mike Menzies discussed the EEDC being a private enterprise that has a vision for Easton. Mr. Menzies introduced the Board of Directors and gave background information on the board and their goals. He discussed the establishment of the Economic Development Corporation; a public – private partnership. Mr. Menzies introduced Mr. Herb Miller.

Mr. Miller discussed their Mission: “To drive economic vitality, smart redevelopment and business formation in order to foster a healthy quality of life for all generations.”

Mr. Miller introduced Mr. Ted Bautz that discussed goals and concepts.

Mr. Miller discussed project milestones and next steps.

President Ford stated that what has been presented is exciting and the goals outlined are commendable. President Ford stated that he supports the EEDC 100%.

Mr. Menzies discussed getting an Executive Director in place.

Mr. Miller discussed building blocks for the town.

## **MR. ROGER BOLLMAN, TREE BOARD CHAIRMAN TO ADDRESS COUNCIL WITH ANNUAL REPORT.**

Mr. Bollman Chairman of the Tree Board discussed the tree activity from the past year. He stated that the Town planted 80 trees which are visible with new 6’ stakes. He discussed a National Fish & Wildlife Grant that is almost completed. Mr. Bollman stated that maintenance continues to be an important part of the focal point of the tree board.

## **PUBLIC HEARING TO CONSIDER COMMENT ON THE AMENDMENT OF IMPACT FEES AND HOW THEY ARE ASSESSED, COLLECTED AND EXPENDED.**

At 8:24 p.m., President Ford opened the public hearing on impact fees.

Mr. Karge discussed the November 18 workshop with the Council, Tischler and the outcomes.

Mr. Karge discussed methodology for incremental expansion to keep up a level of service.

1 Mr. Karge discussed the next steps:

- 2 ○ Draft Ordinance to Implement
- 3 ○ Draft Legislation to Reclassify Changed Assumptions from Previous Impact Fee Study.

4  
5 President Ford opened the floor for public comments.

6  
7 Mr. Mike Henry, Manager Easton Airport discussed hangar activity and future development of the airport. He  
8 stated that airport hangars are currently categorized as warehouse.

9  
10 Mr. Henry asked the council to please consider establishing a category for aircraft hangars.

11  
12 At 8:48 p.m., President Ford closed the public hearing. He stated that written comments will be accepted until  
13 close of business Friday.

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15 **ORDINANCE NO. 635, "AN ORDINANCE OF THE TOWN OF EASTON AMENDING THE TOWN OF**  
16 **EASTON ZONING ORDINANCE."**

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18 Mr. Thomas, Town Planner discussed the three zoning ordinance amendments.

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20 Mr. Leshar stated that he is supportive of two of the three changes. Mr. Leshar stated that it is all about  
21 maintaining small town character.

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23 Mr. Leshar made a motion to move Ordinance No. 635 with the amendment; striking the second provision  
24 regarding parking lot orientation; seconded by President Ford and carried unanimously.

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26 Mr. Richard Tettelbaum, Chairman of the Planning Commission stated that it is their intent to leave the  
27 supplemental standards in place but create a mechanism which modifications to the standards can be made.

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29 Upon motion by Mr. Leshar seconded by President Ford and carried unanimously, Ordinance No. 635 was  
30 approved.

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32 **LETTER FROM MR. RICHARD TETTELBAUM, PLANNING & COMMISSION CHAIRMAN**  
33 **REGARDING THE POSSIBILITY OF INCREASING THE MAXIMUM PERMITTED DENSITY OF**  
34 **PUD'S ESTABLISHED IN THE CR ZONING DISTRICT AND A REQUEST FOR A JOINT PLANNING**  
35 **COMMISSION/TOWN COUNCIL WORK SESSION.**

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37 President Ford brought Mr. Tettelbaum's letter to the floor for discussion.

38  
39 President Ford recognized Mr. John Atwood's service to the Planning and Zoning Commission. He stated that he  
40 has served as Chairman since 2001.

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42 **APPROVAL OF INVOICES TOTALING \$768,525.42.**

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44 Upon motion by Mr. Leshar seconded by Ms. Malone and carried unanimously, invoices totaling \$768,525.42  
45 were approved for payment.

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47 **ITEMS BY MEMBERS OF THE COUNCIL.**

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49 Mr. Wendowski thanked Public Works for the snow removal and trash collection during inclement weather.

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51 Mrs. Cook thanked the players and spectators that participated in the MLK Basketball tournament. Mrs. Cook stated  
52 that she looks forward to the event next year.

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54 **EXECUTIVE SESSION.**

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56 At 9:18 p.m., upon motion from Mr. Leshar seconded by Ms. Malone and carried unanimously, President Ford  
57 convened into Executive Session.

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59 At 9:29 p.m., upon motion from Mr. Leshar seconded by Ms. Malone and carried unanimously, President Ford  
60 adjourned the Executive Session and re-convened into Open Session.

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62 **ADJOURN.**

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64 Upon motion by Leshar seconded by Mrs. Cook and carried unanimously, President Ford adjourned the regularly  
65 scheduled council meeting at 9:30 p.m.

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Kathy M. Ruf, Town Clerk