

**OFFICE OF THE MAYOR AND CITY COUNCIL  
TANEYTOWN, MARYLAND**

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**OFFICE OF THE MAYOR AND CITY COUNCIL  
TANEYTOWN, MARYLAND  
Mayor and Council Workshop  
January 4, 2012**

The Mayor and City Council met Wednesday, January 4, 2012 at 7:30 P.M. in the City Council Chambers. **Present:** Mayor McCarron, Councilmembers Ebaugh, Foster, Hess, and Zambetti. Mayor Pro Tem Boisvert was not present. **Also present:** Clerk-Treasurer Quinn, City Attorney Gullo, and Zoning Administrator Wieprecht. Councilmember Ebaugh led the Pledge of Allegiance.

**Approval of Minutes:**

The minutes of December 7<sup>th</sup> and December 12<sup>th</sup>, 2011 regular meetings were reviewed.

**Adoptions, Resolutions, Ordinances and Agreements:**

Mayor McCarron stated Monday's agenda includes:

- **Resolution No. 2012-01: Water Allocations through February 1, 2012.**
- **Regions Bank custodial agreement approval.**
- **Sprint Cell Tower lease amendment.**

**City Manager Report:**

City Manager Heine was not present to answer questions regarding his report (made part of these minutes).

**Legal Report:**

- City Attorney Gullo reviewed his legal report (made part of these minutes).
- Gullo stated there may be a need for a closed meeting following the special meeting being held on January 17<sup>th</sup>, 2012.

**Unfinished Business**

**FEMA Flood Plan** – City Attorney Gullo stated he has contacted FEMA and scheduled a call for January 5<sup>th</sup>, 2012. Gullo will update the Mayor and Council at Monday's meeting.

**New Business**

- Mayor McCarron advised that the following will be considered for approval at Monday's meeting: Accounts Payable and Monthly Financial Report.
- Mayor McCarron stated Kennie's Market is requesting a reduction in their Line of Credit.

**Council Member/Committee Reports:**

- Councilmember Hess commended the Taneytown Police Department for the arrests made in connection to the shootings that occurred outside City limits.
- Councilmember Foster stated she will be attending the County Commissioner's Economic Development Summit on January 6<sup>th</sup>, 2012.
- Mayor McCarron stated Maryland's Legislative Session opens on January 11<sup>th</sup>, 2012, and he will be attending as part of Maryland Municipal League's Legislative Committee. McCarron stated he plans on having his annual State of the City address ready for Monday's meeting.

The Mayor and Council heard comments and questions from the audience.

**Adjournment:**

With no other business, motion to adjourn the meeting at 7:50 P.M. and reconvene at 8:00 P.M. to enter into closed session pursuant to Section 10-508 (a) (7) Legal of the annotated code of Maryland Closed Session. –by Foster carried 4-0.

**Respectfully Submitted by:**

Linda Quinn, Clerk-Treasurer

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**OFFICE OF THE MAYOR AND CITY COUNCIL  
TANEYTOWN, MARYLAND  
Mayor and Council Meeting  
January 9, 2012**

**Opening:**

The Mayor and City Council met Monday, January 9, 2012 at 7:30 P.M. in the City Council Chambers.

**Present:** Mayor McCarron, Council members Foster, Hess, Ebaugh and Zambetti. Mayor Pro Tem Boisvert was absent. **Also present:** City Clerk/Treasurer Quinn, City Attorney Gullo, and Zoning Administrator Wieprecht. Councilmember Foster led the Pledge of Allegiance.

**State of the City Address:**

Mayor McCarron read his annual State of the City Address. Highlighted were the completion of the Streetscape Project on Baltimore Street and the City's accomplishments throughout the year. McCarron stated the address will be posted on the City website if anyone would like to read it.

**Approval of Minutes:**

Motion to approve the minutes of December 7<sup>th</sup> and December 12<sup>th</sup> - by Ebaugh carried 4-0.

**Adoptions, Resolutions, Ordinances and Agreements:**

**Adoptions:**

- **Resolution No. 2012-01: Water Allocations through February 1, 2012-** Motion to approve - by Zambetti carried 4-0.
- **Regions Bank custodial agreement approval-** Motion to approve - by Foster carried 4-0.
- **Sprint Cell Tower lease amendment-** Motion to approve - by Zambetti carried 4-0.

**City Manager Report:**

City Manager Heine was not present to answer questions regarding his report (made part of these minutes).

**Legal Report:**

City Attorney Gullo updated the Mayor and Council on the MTBE lawsuit. Gullo stated the City joined 21 governments in 8 states in a class action lawsuit against oil refiners for putting the chemical MTBE in gasoline products that ultimately produced pollution in wells. Net proceeds for the City from the settlement of the MTBE lawsuit were \$401,865.12. Gullo presented the Mayor and Council with a check for that amount.

**Unfinished Business:**

1. FEMA Flood Plan – City Attorney Gullo stated he had a discussion with the regional director of FEMA Flood Plan program on January 5<sup>th</sup>, 2012 and was advised of the process involved to become part of the FEMA flood plan. The consensus of the Mayor and Council was to move forward as outlined, to participate in the program.

**New Business:**

1. Motion to approve the **Monthly Financial Report** – by Hess carried 4-0.
2. Motion to approve **Accounts Payables** – by Ebaugh carried 4-0.
3. The Mayor and Council gave their consensus to have the Mayor write a letter of **support to the Carroll Hospital Center** for the expansion to build a new regional cancer center.
4. Motion to approve the reduction in the **Line of Credit for Kennie's Market** from \$659,753.76 to \$123,441.49- by Foster 4-0.

**Council Member/Committee Reports:**

- Councilmember Zambetti stated he and Councilwoman Foster attended the County Commissioner's Economic Development Summit on Friday, January 6<sup>th</sup>, 2012.
- Councilmember Foster added the resources provided at the Economic Development Summit were excellent.
- Councilmember Ebaugh stated the group that has been working with the State archeologist met today and are ready to place the signs up in the City along with having the brochures available for the walking tour of the City.
- Mayor McCarron stated Maryland's General Assembly Session opens on January 11<sup>th</sup>, 2012. Maryland Municipal League's Legislative Committee's efforts will focus on restoring the State Highway User Revenues and State Aid for Police Protection.

**Adjournment:**

With no other business, motion to adjourn the meeting at 8:18 P.M. – by Zambetti carried 4-0.

**Respectfully Submitted by:**

Linda Quinn, Clerk-Treasurer

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**OFFICE OF THE MAYOR AND CITY COUNCIL  
TANEYTOWN, MARYLAND  
Mayor and Council Special Meeting  
Alfa Group LLC Public Informational Meeting  
January 17, 2012**

**Opening:**

The Mayor and City Council met Tuesday, January 16, 2012 at 7:30 P.M. at the Taneytown Volunteer Fire Company Meeting Hall. **Present:** Mayor McCarron, Mayor Pro Tem Boisvert, Council members Foster, Hess, Ebaugh and Zambetti. **Also present:** City Clerk/Treasurer Quinn, City Attorney Gullo, Zoning Administrator Wieprecht, Economic Development Director McCormick and City Engineer Stewart. Mayor Pro Tem Boisvert led the Pledge of Allegiance.

**Purpose of the Meeting.**

The public meeting was held to provide information on a proposed waste to energy plant. Alfa Group, LLC presented information regarding their intention to construct a waste to energy facility within the boundaries of the City's limits

Alfa Group representative Oscar Padilla Jr. answered questions presented by the Mayor and Council. Mayor McCarron then opened the meeting up to allow questions from the public. Padilla also responded to questions presented by the audience.

Mayor McCarron stated the meeting would adjourn at 8:45 P.M. for a scheduled closed session immediately following. McCarron stated other informational meetings will be held in the future and the public will be notified.

**Adjournment:**

With no other business, motion to adjourn the meeting at 8:45 P.M. and reconvene immediately following at City Council chambers to enter into closed session pursuant to Section 10-508 (a) (7) Legal of the annotated code of Maryland Closed Session. — by Zambetti carried 5-0.

**Respectfully Submitted by:**

Linda Quinn, Clerk-Treasurer

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**OFFICE OF THE MAYOR AND CITY COUNCIL  
TANEYTOWN, MARYLAND**

**Mayor and Council Retreat  
January 28, 2012**

The Mayor and City Council met Saturday January 28, 2012 at 8:00 AM in the conference room of the City of Taneytown Police Department. **Present:** Mayor McCarron; Mayor Pro Tem Boisvert; Councilmembers Ebaugh, Foster, Hess, and Zambetti. **Also present:** City Manager Heine, Clerk-Treasurer Quinn, City Attorney Gullo, City Engineer Stewart.

Clerk-Treasurer Quinn presented information on the financial status of the current fiscal year. Quinn also reviewed the Fiscal Year 2012 budget amendments with the Mayor and Council.

Jim Hall of Carroll County Community College Business Training Group facilitated a strategic planning session.

The retreat adjourned at 2:35 on motion by Councilmember Ebaugh.

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**OFFICE OF THE MAYOR AND CITY COUNCIL  
TANEYTOWN, MARYLAND  
Mayor and Council Special Workshop Meeting  
Alfa Group LLC Public Informational Meeting  
February 8, 2012**

**Opening:**

The Mayor and City Council met Tuesday, February 8, 2012 at 7:30 P.M. at the Taneytown Volunteer Fire Company Activities Building, located at 49 Memorial Drive, Taneytown.

**Present:** Mayor McCarron, Mayor Pro Tem Boisvert, Council members Foster, Hess, Ebaugh and Zambetti.

**Also present:** City Manager Heine, City Clerk/Treasurer Quinn, City Attorney Gullo, Zoning Administrator Wieprecht, Economic Development Director McCormick, Chief of Police Tyler and City Engineer Stewart. Mayor Pro Tem Boisvert led the Pledge of Allegiance.

**Purpose of the Meeting.**

The second public meeting was held to provide information on a proposed waste to energy plant. Alfa Group, LLC presented information regarding their intention to construct a waste to energy facility within the boundaries of the City's limits.

A visual presentation was given by Alfa Group representative Oscar Padilla Jr. Mr. Padilla answered questions presented by the Mayor and Council. Mayor McCarron then opened the meeting up to allow questions from the public. Padilla also responded to questions presented by the audience.

**Adjournment:**

With no other business, motion to adjourn the meeting at 9:35P.M. – by Ebaugh carried 5-0.

**Respectfully Submitted by:**

Linda Quinn, Clerk-Treasurer

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**OFFICE OF THE MAYOR AND CITY COUNCIL  
TANEYTOWN, MARYLAND  
Mayor and Council Meeting  
February 13, 2012**

**Opening:**

The Mayor and City Council met Monday, February 13, 2012 at 7:30 P.M. in the City Council Chambers. **Present:** Mayor McCarron, Mayor Pro Tem Boisvert, Council members Foster, Hess, Ebaugh and Zambetti. **Also present:** City Manager Heine, City Clerk/Treasurer Quinn, and City Attorney Gullo. Councilmember Hess led the Pledge of Allegiance.

**Approval of Minutes:**

Motion to approve the minutes of: January 4<sup>th</sup>, and January 9<sup>th</sup>, 2012 regular meetings; January 9<sup>th</sup>, January 17<sup>th</sup> and January 25<sup>th</sup>, 2012 closed sessions; January 16<sup>th</sup> Public Meeting and January 28<sup>th</sup>, 2012 Mayor and Council Retreat- by Foster carried 5-0.

**Adoptions, Resolutions, Ordinances and Agreements:**

**Adoptions:**

- **Resolution No. 2012-02: Water Allocations through March 1, 2012** - Motion to approve - by Boisvert carried 5-0.
- **FY 2012 Budget Amendments-** Motion to approve - by Foster carried 5-0.
- **Arbitrage Compliance Specialists Engagement Letter** - Motion to approve - by Ebaugh carried 5-0.

**City Manager Report:**

City Manager Heine updated the Mayor and Council on his report (made part of these minutes) including:

- **#1 MEA Grant** – Project to replace the heat pumps at Police Station and Head Start Building is complete. The grant agreement has been signed and forwarded to MEA to close the project.
- **#2 York Street Pumping Station** – Final grading, paving, and fencing will be completed in spring.
- **#3 Mill Avenue Sewer Rehabilitation Project** – Project is 55% complete.
- **#4 194 Water Line Project** – RFP for project is complete

**Legal Report:**

City Attorney Gullo reviewed the details of the 2009 Pension Bond Refinancing. Gullo stated the new interest rate will allow the City to save approximately \$57,600 over the life of the loan. Councilmember Zambetti motioned to proceed with the refinancing – motioned carried 5-0.

Gullo also updated the Mayor and Council on Stumptown Road and Creekside Development right of way agreement from CVS.

**Unfinished Business:**

1. City Manager Heine reviewed a letter he drafted to Alfa Energy Solutions, LLC on behalf of the Mayor and Council. A discussion followed. The Mayor and Council recommended revisions to the letter. Heine will make the suggested revisions.

**New Business:**

1. Motion to approve the **Monthly Financial Report** – by Foster carried 5-0.
2. Motion to approve **Accounts Payables** – by Ebaugh carried 5-0.
3. City Clerk/Treasurer Quinn reviewed the proposed FY2013 Budget Adoption Schedule. A discussion followed. The Mayor and Council scheduled a FY 2013 Budget Workshop on March

19<sup>th</sup>, 2012 at 7:30 PM. The budget will be introduced at the April 9<sup>th</sup> Mayor and Council Meeting and adopted on May 14<sup>th</sup>, 2012.

**Council Member/Committee Reports:**

- Councilmember Zambetti stated he would like to review the individual department reports at workshop meetings. Zambetti also stated he would like to see department reports listed as a separate item on the agenda.
- Councilmember Foster stated she and Councilmember Zambetti attended an honor student presentation at FSK High School.
- Mayor Pro Tem Boisvert stated the Taneytown History Museum is getting ready to open for the spring 2012 season.
- Mayor McCarron stated he attended the Maryland Mayors Conference and reviewed highlights of the conference.
- Councilmember Hess stated the Police Department is scheduled to begin its first Junior Detective Academy in March. Hess stated they are expecting approximately 20 students to enroll.

**Adjournment:**

With no other business, motion to adjourn the meeting at 8:50 P.M. – by Zambetti carried 5-0.

**Respectfully Submitted by:**

Linda Quinn, Clerk-Treasurer

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**OFFICE OF THE MAYOR AND CITY COUNCIL  
TANEYTOWN, MARYLAND  
Mayor and Council Workshop  
March 7, 2012**

The Mayor and City Council met Wednesday, March 7, 2012 at 7:30 P.M. in the City Council Chambers. **Present:** Mayor McCarron, Councilmembers Ebaugh, Foster, Hess, and Zambetti. Mayor Pro Tem Boisvert was not present. **Also present:** City Manager Heine, Clerk-Treasurer Quinn, City Attorney Gullo, and Zoning Administrator Wieprecht. Councilmember Foster led the Pledge of Allegiance.

**Reception of Delegates:**

Mayor McCarron welcomed George Naylor, Douglas Heck, Fairy Flickinger and Nancy Keifer of the Taneytown History Museum and Visitor Center. Naylor addressed the Mayor and Council and gave a brief history of accomplishments of the Center. On behalf of the History and Visitor Center, Naylor requested that funds be included in the City's FY 2012-2013 Budget and each year thereafter in support of the Center. A discussion followed.

**Approval of Minutes:**

The minutes of February 8<sup>th</sup> and February 13<sup>th</sup>, 2012 regular meetings were reviewed.

**Adoptions, Resolutions, Ordinances and Agreements:**

Mayor McCarron stated Monday's agenda includes:

- **Resolution No. 2012-03: Water Allocations through April 1, 2012.**

**City Manager Report:**

Heine reviewed highlights of his monthly report (made part of these minutes) including:

- **#1 MEA Grant** –Installation of heat pump at Police Station is complete.
- **#2 Fiber Optic Network** – Infrastructure installed and awaiting fiber from the County within the next three months.
- **#3 York Street Pumping Station** – Pumping station on line since 2/2/2012. Grading, paving and fencing to be completed in spring.
- **#7 Mill Avenue Sanitary Sewer Rehab Project**-Construction 60% complete.
- **#12 Document Management** – Project complete and closed out.

**Legal Report:**

- City Attorney Gullo reviewed his legal report (made part of these minutes).
- **2009 Pension Bond Refinance** - The 2009 Pension Bond refinancing is complete. The City will save approximately \$57,000 as a result of the refinancing.
- **YSPS Bond Extension Agreement** - Gullo stated the interim financing loan for the York Street Pumping Stations was due on March 1, 2012. Permanent financing cannot occur yet because the project is not complete. The lender, SunTrust, has agreed to modify the time for payoff until June 30, 2012. Gullo stated a motion will be needed on Monday to enter into the extension agreement with SunTrust at a cost of \$1,000.
- **eCitation User Agreement** - Gullo stated the council will need to approve the eCitation User Agreement on Monday night. This agreement will give the police department the ability to submit electronic traffic citation data to the Maryland Judiciary.
- Gullo stated there is a need for a closed meeting on Monday, March 12, 2012.

**New Business**

- Mayor McCarron advised that the following will be considered for approval at Monday's meeting: Accounts Payable and Monthly Financial Report.

**Council Member/Committee Reports:**

- Councilmember Hess stated the Taneytown Police Department held their first Junior Detective Academy session on Tuesday evening. They had 10 attendees.
- Councilmember Foster stated she will be meeting on March 14, 2012 with City Manager Heine, Parks and Recreation Director Mitchell and Dr. Lea to discuss the addition of a cyclocross bike track as part of the Memorial Park Expansion Project.
- Councilmember Ebaugh stated he has received complaints from citizens about increased late night foot traffic in the downtown area.
- Councilmember Zambetti stated he attended the Carroll County Waste Management Seminar along with Mayor McCarron and Councilmember Ebaugh. Zambetti also stated the FSK High School Community Advisory Council awarded twenty \$76.00 scholarships to students to cover the cost of placement exams.
- Mayor McCarron stated the MML Legislative Committee is sponsoring a bill that will allow municipalities to address vacant or abandoned buildings. McCarron stated he and the council have been invited to meet new Congressman Andy Harris this coming Saturday.

The Mayor and Council heard comments and questions from the audience.

**Adjournment:**

With no other business, motion to adjourn the meeting at 9:07 P.M. –by Foster carried 4-0.

**Respectfully Submitted by:**

Linda Quinn, Clerk-Treasurer

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**OFFICE OF THE MAYOR AND CITY COUNCIL  
TANEYTOWN, MARYLAND  
Mayor and Council Meeting  
March 12, 2012**

The Mayor and City Council met Monday, March 12, 2012 at 7:30 P.M. in the City Council Chambers. **Present:** Mayor McCarron, Mayor Pro Tem Boisvert, Council members Hess, Ebaugh and Zambetti. Councilmember Foster was not present. **Also present:** City Manager Heine, City Clerk/Treasurer Quinn, and City Attorney Gullo. Mayor Pro Tem Boisvert led the Pledge of Allegiance.

**Approval of Minutes:**

Motion to approve the minutes of: February 8<sup>th</sup> and February 13<sup>th</sup>, 2012 regular meetings - by Zambetti carried 4-0.

**Adoptions, Resolutions, Ordinances and Agreements:**

**Adoptions:**

- **Resolution No. 2012-03: Water Allocations through April 1, 2012** - Motion to approve - by Ebaugh carried 4-0.

**Approval of eCitation User Agreement** – Motion to approve – by Hess carried 4-0. Gullo stated he was advised by Police Chief Tyler there are grant funds to cover the hardware associated with the eCitation system.

**City Manager Report:**

City Manager Heine stated he had nothing new to add to his report (made part of these minutes).

**Legal Report:**

City Attorney Gullo stated a motion is needed to approve the York Street Bond Extension Agreement through June 30, 2012– motion to approve the agreement – by Ebaugh carried 4-0.

**New Business:**

1. Motion to approve the **Monthly Financial Report** – by Zambetti carried 4-0.
2. Motion to approve **Accounts Payables** – by Ebaugh carried 4-0.
3. Mayor McCarron asked for volunteers to sit on the Strategic Planning Mission Statement Committee. Anyone interested may contact the Mayor via e-mail or telephone.

**Council Member/Committee Reports:**

- Mayor Pro Tem Boisvert stated the Taneytown Planning and Zoning Commission accepted a concept plan for review from Dollar General.
- Mayor McCarron stated he and Councilmember Foster attended a meeting on Saturday to meet Congressmen Andy Harris. McCarron stated Monday, May 19<sup>th</sup> is the first scheduled FY2013 Budget Workshop meeting. The workshop will be held in Council Chambers at 7:30 P.M.
- Councilmember Hess stated the Police Department Junior Detective Academy is holding its second class this evening.

**Adjournment:**

With no other business, motion to adjourn the meeting at 8:01 P.M. – by Zambetti carried 4-0.

**Respectfully Submitted by:**

Linda Quinn, Clerk-Treasurer

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**OFFICE OF THE MAYOR AND CITY COUNCIL  
TANEYTOWN, MARYLAND  
Fiscal Year 2013 Budget Workshop Meeting  
March 19, 2012**

The Mayor and City Council met Monday, March 19, 2012 at 7:30 P.M. in the City Council Chambers. **Present:** Mayor McCarron, Mayor Pro Tem Boisvert, Council members Hess, Ebaugh, Foster and Zambetti. **Also present:** City Manager Heine, and City Clerk/Treasurer Quinn.

City Manager Heine and Clerk/Treasurer Quinn reviewed the Fiscal Year 2013 Budget Draft with the Mayor and Council.

Motion to set the City's Fiscal Year 2013 tax rate at the constant yield tax rate of .3707 cents – by Boisvert carried 5-0.

Motion to reduce Mayor and Council Travel, Training and Education line item by \$6,000. to \$5, 000 – by Zambetti carried 5-0.

Motion to increase Police Department Gasoline Expense line item by \$6,000. to \$46,000. – by Hess carried 5-0.

No other changes were made to the Fiscal Year 2013 Budget Draft.

**Adjournment:**

With no other business, motion to adjourn the meeting at 9:45 P.M. – by Foster carried 5-0.

**Respectfully Submitted by:**

Linda Quinn, Clerk-Treasurer

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**OFFICE OF THE MAYOR AND CITY COUNCIL  
TANEYTOWN, MARYLAND  
Mayor and Council Workshop  
April 4, 2012**

The Mayor and City Council met Wednesday, April 4, 2012 at 7:30 P.M. in the City Council Chambers. **Present:** Mayor McCarron, Mayor Pro Tem Boisvert, Councilmembers Ebaugh, Foster, Hess, and Zambetti. **Also present:** City Manager Heine, Clerk-Treasurer Quinn, City Attorney Gullo, Zoning Administrator Wieprecht, Public Works Director Weaver, Police Chief Tyler and City Engineer Stewart. Councilmember Ebaugh led the Pledge of Allegiance.

**Approval of Minutes:**

The minutes of March 7<sup>th</sup> and March 12<sup>th</sup> regular meetings, March 19<sup>th</sup> budget workshop and March 12<sup>th</sup> closed session were reviewed.

**Introductions:**

Mayor McCarron stated Monday's agenda includes introduction of:

- **Ordinance No. 01-2012: Fiscal Year 2013 Budget.**

**Adoptions, Resolutions, Ordinances and Agreements:**

Mayor McCarron stated Monday's agenda includes:

- **Resolution No. 2012-04: Water Allocations through May 1, 2012.**

**City Manager Report:**

Heine reviewed highlights of his monthly report (made part of these minutes) including:

- **#1 MEA Grant** –Project is in the process of being closed.
- **#2 Fiber Optic Network** – Awaiting fiber from the County within the next three months.
- **#3 York Street Pumping Station Project** – Minor items are being completed to finish project.
- **#7 Mill Avenue Sanitary Sewer Rehab Project**-Construction 80% complete.
- **#8 Route 194 Water Main Replacement Project** – Bids are in with a recommendation from City Engineer's CDM and project will be awarded at Monday's meeting.

**Legal Report:**

City Attorney Gullo reviewed his legal report (made part of these minutes).

- **194 Water Main Replacement Project** - Gullo stated a letter of agreement will need to be executed with State Highway Administration along with an escrow check for approximately \$82,000. to finish the final overlay coat and restoration of the road after the 194 Water Main Replacement Project is complete.
- **YSPS Bond Extension Agreement** - Gullo stated the project closing will be discussed in closed session this evening after the regular meeting.
- **Meadowbrook and Copperfield Developments** - Gullo stated the principals of the Meadowbrook and Copperfield developments have requested their Development Rights and Responsibilities Agreements be amended to extend the expiration dates. The DRRA's are currently set to expire ten years from the execution dates of April 19, 2010 for both agreements. Gullo stated amending the DRRA's would reset the expirations dates to 10 years from the date of the amendments. Gullo stated a hearing will need to be scheduled and the Planning Commission will have to review the amendments.
- **Meade's Crossing Development** – Gullo stated the major item to be amended in their DRRA is the water allocation needed for the development. Gullo stated a hearing will be held in June and the Planning Commission will have to review the amendment.
- **Lorien Expansion** – Gullo stated their Public Works Agreement and their water allocation expires next week. The City will agree to extend the PWA and hold the water allocation if Lorien pays the City the \$193,500. due. Gullo stated the Council will have to approve the Mayor authorizing the execution of the extended PWA if the amount due is paid by Monday, April 9, 2012.

### **New Business**

- Mayor McCarron advised that the following will be considered for approval at Monday's meeting: Accounts Payable and Monthly Financial Report.
- Mayor McCarron stated he will be making reappointments to various City boards and commissions on Monday (list of reappointments made part of these minutes).
- City Manager Heine stated the City has encountered various problems since the completion of the Streetscape Project and regular street sweeping has resumed in the City. He stated York and Frederick Streets cannot be swept until the Route 194 Water Main Project is complete. Heine stated the times stated on the street signs are correct but the website information is not. Heine also stated the City is operating on an expired street sweeping contract. Heine presented solutions and recommended all the issues be corrected. A discussion followed.
- Mayor McCarron stated the Carroll County Literacy Council is recruiting teams for a spelling bee scheduled for April 28, 2012.

### **Council Member/Committee Reports:**

- Councilmember Hess stated the Taneytown Police Department's first Junior Detective Academy was successful. They had 10 attendees.
- Councilmember Foster stated the Relay for Life is scheduled for June 2, 2012. Foster stated she would like to have the Council take part as a team in the event.
- Councilmember Ebaugh thanked the Mayor for the letter he sent to Robin Frazier.
- Councilmember Zambetti stated the problem with the traffic light at Route 140 and Trevanion Road has been corrected.
- Mayor McCarron stated Senate Bill 994, requiring notification of well drilling within a mile of city limits, passed in the Senate unanimously. McCarron stated he spoke at the elementary school as part of the requirement to become a Banner City with the Maryland Municipal League.

The Mayor and Council heard comments and questions from the audience.

### **Adjournment:**

With no other business, motion to adjourn the meeting at 9:25 P.M. and reconvene at 9:35 P.M. to enter into closed session pursuant to Section 10-508 (a) (7) Legal of the annotated code of Maryland Closed Session. – by Ebaugh carried 5-0.

### **Respectfully Submitted by:**

Linda Quinn, Clerk-Treasurer

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**OFFICE OF THE MAYOR AND CITY COUNCIL  
TANEYTOWN, MARYLAND  
Mayor and Council Meeting  
April 9, 2012**

The Mayor and City Council met Monday, April 9, 2012 at 7:30 P.M. in the City Council Chambers. **Present:** Mayor McCarron, Mayor Pro Tem Boisvert, Council members Hess, Ebaugh, Foster and Zambetti. **Also present:** City Manager Heine, City Clerk/Treasurer Quinn, and City Attorney Gullo. Councilmember Zambetti led the Pledge of Allegiance.

**Approval of Minutes:**

Motion to approve the minutes of: March 7<sup>th</sup> and March 12<sup>th</sup> regular meetings, March 19<sup>th</sup> budget workshop and March 12<sup>th</sup> closed session - by Hess carried 5-0.

**Introductions:**

Mayor McCarron introduced:

- **Ordinance No. 01-2012: Fiscal Year 2013 Budget.**

**Adoptions, Resolutions, Ordinances and Agreements:**

**Adoptions:**

- **Resolution No. 2012-04: Water Allocations through May 1, 2012** - motion to approve - by Ebaugh carried 5-0.
- **State Highway Administration Letter of Agreement for Route 194 Restoration** – motion to approve – by Zambetti carried 5-0.
- **Extension of Lorien Public Works Agreement** – motion to approve – by Foster carried 5-0.  
City Manager Heine stated the extension was contingent upon receipt of \$193,500. due for water allocation. Heine reported a check for that amount was received by the City today.

**City Manager Report:**

City Manager Heine stated he had nothing new to add to his report (made part of these minutes).

**Legal Report:**

- City Attorney Gullo stated Bill 994, requiring notification of well drilling within a mile of city limits, bill passed unanimously in both the House and Senate. City Attorney Gullo gave a brief synopsis of the Bill.
- City Attorney Gullo presented background information on the Development Rights and Responsibilities Agreements with Copperfield and Meadowbrook Developments. Gullo explained the process involved in amending the DRRA's and asked the Council for their consensus to hold the public hearings on May 9, 2012. Consensus was given unanimously.
- City Attorney Gullo explained the need to amend the DRRA for Meade's Crossing Development. Gullo stated a public hearing must be held prior to amending the DRRA. The City heard comments from representatives of the Development. Gullo asked the Council for their consensus to hold the public hearing on May 9, 2012. Consensus was given unanimously.

**New Business:**

1. Motion to approve the **Monthly Financial Report** – by Hess carried 5-0.
2. Motion to approve **Accounts Payables** – by Ebaugh carried 5-0.
3. Motion to approve the reappointments to various boards and commissions (attached and made part of these minutes) and appointment of Councilmember Ebaugh to Design Standards Board – by Hess carried 5-0.

4. Motion to approve the proposed solutions to street sweeping issues – by Zambetti carried 5-0. Proposal includes covering street sweeping signs on York and Frederick Streets until the completion of the MD Route 194 Water Main Project, correcting website information and generating a Request for Proposals for a new street sweeping contract.
5. Motion to refund paid parking violations related to street sweeping on York and Frederick Streets – by Zambetti carried 5-0.
6. Motion to approve the MD Route 194 Water Main Replacement Bid submitted by C.J. Miller, LLC in the amount of \$936,668.00 – by Ebaugh carried 5-0.
7. The Mayor and Council chose not to participate in the Literacy Council Spelling Bee.

**Council Member/Committee Reports:**

- Council member Zambetti reminded everyone Saturday, 14, 2012 is the opening of baseball season at Memorial Park. Zambetti stated on April 11, 2012 there will be another Community Advisory Council meeting at FSK School.
- Mayor McCarron read a statement regarding the action taken by the Mayor and Council in the April 4, 2012 closed session to permanently suspend the use of the Taneytown football field by the Cannons football team.
- Councilmember Foster stated she will be attending the reading of the “If I were Mayor” essay contest sponsored by the Maryland Municipal League.

Adjournment: With no other business, motion to adjourn the meeting at 8:14 P.M. – by Zambetti carried 5-0.

**Respectfully Submitted by:**

Linda Quinn, Clerk-Treasurer

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**OFFICE OF THE MAYOR AND CITY COUNCIL  
TANEYTOWN, MARYLAND  
Mayor and Council Workshop  
May 9, 2012**

The Mayor and City Council met Wednesday, May 9, 2012 at 7:30 P.M. in the City Council Chambers. **Present:** Mayor McCarron, Mayor Pro Tem Boisvert, Councilmembers Ebaugh, Foster, Hess, and Zambetti. **Also present:** City Manager Heine, Clerk-Treasurer Quinn, and City Attorney Gullo. Councilmember Hess led the Pledge of Allegiance.

**Public Hearings:**

Mayor McCarron opened the public hearing regarding the **Amendment to Development Rights and Responsibilities Agreement, dated April 19, 2010 for the project known as Meadowbrook** for comments and concerns. Mayor McCarron closed the public hearing at 8:30 PM.

Mayor McCarron opened the public hearing regarding the **Amendment to Development Rights and Responsibilities Agreement, dated April 19, 2010 for the project known as Copperfield** for comments and concerns. Mayor McCarron closed the public hearing at 8:30 PM.

Mayor McCarron opened the public hearing regarding the **Amendment to Development Rights and Responsibilities Agreement, dated April 19, 2010 for the project known as Meade's Crossing**. Steve Smith, representing Meade's Crossing Development, addressed the Mayor and Council. Smith thanked the City staff for their assistance and stated he will answer any questions raised regarding the amendment. Mayor McCarron closed the public hearing at 8:30 PM.

Mayor McCarron opened the public hearing regarding **Ordinance No. 01-2012: Fiscal Year 2012-2013 Budget Public Hearing** for comments and concerns. Mayor McCarron closed the public hearing at 8:30 PM.

**Approval of Minutes:**

The minutes of April 4th and April 9th regular meetings and April 4th closed meeting were reviewed. Councilmember Foster requested a change from "attendees to participants" under Councilmember Hess' report of April 4<sup>th</sup>. Councilmember Foster requested the April 9<sup>th</sup> New Business item be changed to read "chose not to participate" regarding the Spelling Bee. Councilmember Ebaugh stated April 9<sup>th</sup> minutes should reflect adjournment vote was "5-0".

**Introductions:**

Mayor McCarron stated Monday's agenda includes introduction of:

- **Ordinance No. 01-2012: Fiscal Year 2013 Budget**
- **Ordinance No. 02-2012: Maryland Drinking Water Bond, 2012 Series**
- **Drinking Water Loan Agreement with MWQFA**

City Attorney Gullo delivered a brief outline of each piece of legislation being introduced.

**Adoptions, Resolutions, Ordinances and Agreements:**

- Mayor McCarron stated Monday's agenda includes:
- **Approval of Sells Mill Road Water Main Extension Project Bid**
  - **Approval of Well No. 17 Project Bid**

- **Approval of Amendment to Development Rights and Responsibilities Agreement dated April 19, 2010 for the project known as Meadowbrook**
- **Approval of Amendment to Development Rights and Responsibilities Agreement dated April 19, 2010 for the project known as Copperfield**
- **Approval of Amendment and Restatement of Development Rights and Responsibilities Agreement dated December 1, 2009 for the project known as Meade's Crossing**
- **Resolution No. 2012-05: Water Allocations through June 1, 2012**

#### City Manager Report:

Heine reviewed highlights of his monthly report and the monthly department reports (made part of these minutes) including:

- **#1 Fiber Optic Network** – Looking into running fiber optic network to City Public Works shop for use with new work order system.
- **#2 York Street Pumping Station Project** – Station is operating and in process of closing project.
- **#6 Mill Avenue Sanitary Sewer Rehab Project** - Construction should be completed within the near future.
- **#5 Water Towers Project** – City Engineers are in process of preparing Request for Proposals.
- **#11 Solid Waste Contract** – Bid award to be approved at Monday's meeting.
- **#12 Mowing Contract** – Bid award to be approved at Monday's meeting.

#### Legal Report:

- City Attorney Gullo reviewed his legal report:
- **Ordinance No. 02-2012: Maryland Drinking Water Bond, 2012 Series and Drinking Water Loan Agreement with MWQFA** – Introduced this month, to be adopted next month. Gullo explained this will be the source of the 194 Water Main Project funding. Gullo stated construction is not contingent upon funding. Construction will begin prior to adoption; loan has been approved.
- **Meadowbrook and Copperfield Developments** - The DRRA's are currently set to expire ten years from the execution dates of April 19, 2010 for both agreements. Gullo stated amending the DRRA's would reset the expirations dates to 10 years from the date of the amendments.
- **Meade's Crossing Development** – Gullo stated the major item to be amended in their DRRA is the water allocation needed for the development.
- **Water Resolution** – current resolution format is transitional until standard allocation resolution is passed in the near future.
- **ENR Agreement** – sent to Maryland Department of the Environment and awaiting follow up from them.

#### New Business

- Mayor McCarron advised that the following will be considered for approval at Monday's meeting: **Accounts Payable and Monthly Financial Report.**
- Mayor McCarron stated the **Solid Waste Contract** bid award will be approved at Monday's meeting.
- Mayor McCarron stated the **Mowing Service Contract** bid award will be approved at Monday's meeting.
- Mayor McCarron stated the acceptance of **Sarah's Choice Development curbs and gutters** will be on the agenda for approval at Monday's meeting. City attorney Gullo stated repairs have been made and are satisfactory. Once they are accepted the maintenance period will be in effect for two years.

**Council Member/Committee Reports:**

- Councilmember Hess stated he received a concern from a resident on York Street regarding trash pickup and the matter is being investigated.
- Councilmember Foster stated the Maryland Municipal League’s “If I were Mayor Contest” has concluded and a winner selected by the MML. Taneytown Elementary School students who participated will have their essays returned to Foster and a local winner will be selected by the Mayor and Foster. Councilmember Ebaugh stated the Streetscape Celebration parade was a success and he thanked the police department, Nancy McCormick, Elaine May, Bob Mitchell, Silver Oak Academy students and the parade committee for their planning efforts
- Councilmember Zambetti stated the American Legion is having a Memorial Day parade in Taneytown. Zambetti stated the FSK Advisory Council will be holding a fundraiser and tickets may be purchased from him. Proceeds will be used to partially pay for student **advanced placement** test fees.
- Mayor Pro Tem Boisvert encouraged everyone to visit the Taneytown History Museum to view their “On the Road to Gettysburg” exhibit.
- Mayor McCarron stated he and **Councilmember Foster** attended the signing of Senate Bill 994. Mayor McCarron displayed the Streetscape Completion proclamation presented to the City from Governor O’Malley.

The Mayor and Council heard comments and questions from the audience.

**Adjournment:**

With no other business, motion to adjourn the meeting at 9:04 P.M. – by Foster carried 5-0.

**Respectfully Submitted by:**

Linda Quinn, Clerk-Treasurer

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**OFFICE OF THE MAYOR AND CITY COUNCIL  
TANEYTOWN, MARYLAND  
Mayor and Council Meeting  
May 14, 2012**

The Mayor and City Council met Monday, May 14, 2012 at 7:30 P.M. in the City Council Chambers. **Present:** Mayor Pro Tem Boisvert, Council members Hess, Ebaugh, Foster and Zambetti. **Also present:** City Manager Heine, City Clerk/Treasurer Quinn, and City Attorney Gullo. Councilmember Hess led the Pledge of Allegiance.

**Approval of Minutes:**

Motion to approve the revised minutes of: April 4<sup>th</sup>, April 9<sup>th</sup> regular meetings, and April 4<sup>th</sup> closed session - by Hess carried 5-0.

**Introductions:**

Mayor Pro Tem introduced:

- **Ordinance No. 02-2012: Maryland Drinking Water Bond, 2012 Series**
- **Drinking Water Loan Agreement with MWQFA**

**Adoptions, Resolutions, Ordinances and Agreements:**

**Adoptions:**

- **Approval of Sells Mill Road Water Main Extension Project Bid** - motion to approve - by Ebaugh carried 5-0.
- **Approval of Well No. 17 Project Bid** - motion to approve – by Zambetti carried 5-0.
- **Approval of Amendment to Development Rights and Responsibilities Agreement dated April 19, 2010 for the project known as Meadowbrook** - motion to approve – by Hess carried 5-0.
- **Approval of Amendment to Development Rights and Responsibilities Agreement dated April 19, 2010 for the project known as Copperfield** - motion to approve – by Foster carried 5-0.
- **Approval of Amendment and Restatement of Development Rights and Responsibilities Agreement dated December 1, 2009 for the project known as Meade's Crossing** - motion to approve – by Zambetti carried 5-0.
- **Resolution No. 2012-05: Water Allocations through June 1, 2012** - motion to approve – by Ebaugh carried 5-0.
- **Ordinance No. 01-2012: Fiscal Year 2013 Budget** – motion to approve – by Ebaugh carried 5-0.

**City Manager Report:**

City Manager Heine stated he had nothing new to add to his report (made part of these minutes).

**Legal Report:**

- City Attorney Gullo stated the City has finally acquired the easement to build Well 17.

**New Business:**

1. Motion to approve the **Monthly Financial Report** – by Foster carried 5-0.
2. Motion to approve **Accounts Payables** – by Ebaugh carried 5-0.
3. Motion to approve the **Solid Waste Contract** bid award to Hughes Trash Removal and approve the inclusion of the 64 gallon recycling container as part of bid cost– by Zambetti carried 5-0.
4. Motion to approve the **Mowing Service Contract** bid award to Kustom Lawn Maintenance – by Foster 3-2, with Boisvert and Ebaugh dissenting.
5. Motion to approve the acceptance of Sarah's Choice Development curbs and gutters - by Zambetti carried 5-0. City Attorney Gullo stated the warranty period of two years commences with the acceptance of the final condition.

**Council Member/Committee Reports:**

- Council member Zambetti stated the Economic Restructuring Committee intends to mail downtown property owners an invitation letter to contact the City regarding revitalization opportunities that may be available to them resulting from the adoption of the Downtown Revitalization Act.
- Councilmember Foster stated she would like to thank the Mayor, Council and staff for their participation in the upcoming Relay for Life to be held on June 2<sup>nd</sup> at Carroll Vista.
- Mayor Pro Tem Boisvert welcomed Dominick Neld from Eagle Scout Troop #270. Neld attended the meeting as a requirement for his Citizens in Community badge.

Adjournment: With no other business, motion to adjourn the meeting at 8:04 P.M. – by Zambetti carried 5-0.

**Respectfully Submitted by:**

Linda Quinn, Clerk-Treasurer

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**OFFICE OF THE MAYOR AND CITY COUNCIL  
TANEYTOWN, MARYLAND  
Mayor and Council Workshop  
June 6, 2012**

The Mayor and City Council met Wednesday, June 6, 2012 at 7:30 P.M. in the City Council Chambers. **Present:** Mayor McCarron, Mayor Pro Tem Boisvert, Councilmembers Ebaugh, Foster, Hess and Zambetti. **Also present:** City Manager Heine, Clerk-Treasurer Quinn, City Attorney Gullo, and Zoning Administrator Wieprecht. Mayor Pro Tem Boisvert led the Pledge of Allegiance.

**Reception of Delegates:**

Mayor McCarron introduced Senator David R. Brinkley. Senator Brinkley stated he was pleased to see the Streetscape Project come to completion. Mayor McCarron presented Senator Brinkley with a picture of the Streetscape ribbon cutting ceremony and a Certificate of Appreciation for his efforts in sponsorship of Senate Bill 994. Senate Bill 994 requires a well driller to notify a municipality when applying for a permit to drill a well under special circumstances.

Mayor McCarron introduced Rose Mattai, Principal of Taneytown Elementary School. Principal Mattai informed the Mayor and Council that Taneytown Elementary School now qualifies as a school wide "Title I School". Mattai outlined the opportunities available to students as a result of the designation.

Mayor McCarron introduced Marsha Anderson of Caring and Sharing Ministries of Northwest Carroll County, Inc. Anderson presented the Mayor and Council with information about the organization and resources they provide to the residents of Taneytown.

**Approval of Minutes:**

The minutes of April 4th and April 9th regular meetings and April 4th closed meeting were reviewed. Councilmember Foster requested the following changes to the May 9<sup>th</sup> minutes: Councilmember Reports: changing "winner selected by Mayor"; changing SAT test fees to "advanced placement test fees"; and adding Councilmember Foster to the attendance of the signing of Senate Bill 994 in Annapolis along with the Mayor. Councilmember Foster stated the May 14<sup>th</sup> motion to approve the mowing contract was made by Foster. Councilmember Hess stated the May 14<sup>th</sup> minutes should be changed to read "Mayor Pro Tem introduced". Councilmember Zambetti stated paragraph D2 of the May 14<sup>th</sup> closed session should be changed to read "and purchase of 43 acres".

**Adoptions, Resolutions, Ordinances and Agreements:**

Mayor McCarron stated Monday's agenda includes:

- **Ordinance No. 02-2012: Maryland Drinking Water Bond, 2012 Series**
- **Drinking Water Loan Agreement with MWQFA**
- **Resolution No. 2012-06: Water Allocations through July 1, 2012**

City Attorney Gullo delivered a brief outline of the Maryland Drinking Water Bond and the Drinking Water Loan Agreement.

**City Manager Report:**

Heine reviewed highlights of his monthly report and the monthly department reports (made part of these minutes) including:

- Mayor and Council gave their consensus to hold only the regular City Council next month. There will not be a City Council workshop meeting on July 4th, 2012.
- City Manager Heine stated he authorized improvements to the Council Chambers sound system. The Carroll County Media Center will be making the improvements at a cost of approximately \$3,000.
- Councilmember Zambetti questioned if there was grant money available for Bollinger Park as stated in the minutes of the Parks and Recreation Advisory Board meeting minutes of May 16, 2012. City Manager Heine stated he and Mayor McCarron met with Commission Frazier regarding the County reforestation requirements in Bollinger Park. The City agreed to complete the requirement within six months in exchange for release of the grading permit for the Well 17 project.

#### Legal Report:

- City Attorney Gullo reviewed his legal report:
- Gullo stated the City is still in negotiation with Maryland Department of the Environment regarding the **ENR Agreement** at the wastewater treatment plant.
- **Well 10 Permit** – issued by MDE
- **Ethics Ordinance** –City will review the new ethics ordinance and introduce in July, then send to Annapolis to await approval.
- **Creamery Building**– direction is needed from Mayor and Council whether City is considering disposal of property.
- **Revco Easement** – July 14, 2012 is the deadline given to Creekside Development for obtaining easement from Revco. Direction from Mayor and Council needed whether to pursue obtaining the easement.

#### Unfinished Business

- **State Highway Administration’s Acceptance of Streetscape Project.** City Manager Heine stated July 1, 2012 is the date the warranty period expires. The Mayor and Council will be asked to accept the Streetscape project’s infrastructure at Monday’s meeting.

#### New Business

- Mayor McCarron advised that the following will be considered for approval at Monday’s meeting: **Accounts Payable** and **Monthly Financial Report**.
- Mayor McCarron stated the Taneytown Volunteer Fire Company has requested a donation from the City of a park pavilion rental to be used as part their carnival raffle prizes. The Mayor and Council gave their consensus for approval of the donation.
- City Manager Heine stated approval is required at Monday’s meeting to renew the Catholic Charities Head Start Lease at July 1, 2012 for one year.

#### Council Member/Committee Reports:

- Councilmember Hess commended the American Legion Post # 120 for a successful Memorial Day Parade and a moving ceremony.
- Councilmember Foster thanked the Mayor, Council, staff and city attorney for participation in the “Relay for Life” event held at Carroll Vista. Foster stated there were 21 teams and 180 participants. The City of Taneytown team raised \$365.00 of the total \$29,733.00.
- Mayor Pro Tem Boisvert reported the Planning and Zoning Commission discussed the appearance of the proposed Dollar General building.

The Mayor and Council heard comments and questions from the audience.

#### Adjournment:

With no other business, motion to adjourn the meeting at 9:22 P.M. and reconvene at 9:32 P.M. to enter into closed session pursuant to Section 10-508 (a) (14) Contract or bid strategy of the annotated code of Maryland Closed Session. – by Ebaugh carried 5-0.

**Respectfully Submitted by:**

Linda Quinn, Clerk-Treasurer

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**OFFICE OF THE MAYOR AND CITY COUNCIL  
TANEYTOWN, MARYLAND  
Mayor and Council Meeting  
June 11, 2012**

The Mayor and City Council met Monday, June 11, 2012 at 7:30 P.M. in the City Council Chambers. **Present:** Council members Hess, Ebaugh and Zambetti. Mayor Pro Tem Boisvert and Councilmember Foster were not present. **Also present:** City Manager Heine and City Attorney Gullo. Councilmember Ebaugh led the Pledge of Allegiance.

**Approval of Minutes:**

Motion to approve the revised minutes of: May 9<sup>th</sup> and May 14<sup>th</sup> regular meetings and May 9<sup>th</sup> and May 14<sup>th</sup>, 2012 closed session - by Hess carried 3-0.

**Adoptions, Resolutions, Ordinances and Agreements:**

**Adoptions:**

- **Ordinance No. 02-2012: Maryland Drinking Water Bond, 2012 Series** - motion to approve – by Zambetti carried 3-0.
- **Drinking Water Loan Agreement with MWQFA** - motion to approve – by Zambetti carried 3-0.
- **Resolution No. 2012-06: Water Allocations through July 1, 2012** - motion to approve – by Ebaugh carried 3-0.
- **Approval of Bio-solids Hauling and Disposal Bid Award to Enviro-Organic Technologies**- motion to approve – by Zambetti carried 3-0.
- **Approval of Street Sweeping Services Bid Award to Servtech LLC**- by Ebaugh carried 3-0

**City Manager Report:**

- City Manager Heine stated he researched whether direction had been given to explore the installation of a dog park in the City. City Manager Heine stated he could not find any record of direction to pursue establishing a dog park. Mayor and Council decided further discussion will take place in the future when all councilmembers are present on the future of a City dog park.
- Heine stated fiber optic is being installed at the police station.
- Heine stated the City signed the letter from the county today agreeing to complete reforestation requirements in Bollinger Park within six months in exchange for release of the grading permit for the Well 17 project.

**Legal Report:**

- City Attorney Gullo discussed a memo he distributed regarding the Creekside Development and acquisition of the Revco road easement. Motion to amend the Creekside Development public works agreement by removing paragraph 30 – by Zambetti carried 3-0.

**Unfinished Business**

- **State Highway Administration's Acceptance of Streetscape Project.** City Manager Heine stated July 1, 2012 is the date the warranty period expires. Motion to accept the Streetscape project's infrastructure – by Ebaugh carried 3-0.

**New Business:**

1. Motion to approve the **Monthly Financial Report** – by Zambetti carried 3-0.
2. Motion to approve **Accounts Payables** – by Ebaugh carried 3-0.
3. Mayor McCarron stated the **Taneytown Volunteer Fire Company** has requested a donation from the City of a park pavilion rental to be used as part their carnival raffle prizes. Motion to approve donation of a park pavilion rental to Taneytown Volunteer Fire Company – by Hess carried 3-0.

4. Mayor McCarron stated approval is required to renew the Catholic Charities Head Start lease at July 1, 2012 for one year. Motion to approve the renewal of the lease – by Zambetti carried 3-0.

**Council Member/Committee Reports:**

- Councilmember Hess reminded everyone that Flag Day is June 14, 2012. Hess stated American Legion Post # 120 will be conducting a ceremony at Roberts Mill Park at 7:00 PM.
- Mayor McCarron commended the Taneytown Police Department regarding a drug arrest on George Street.

Adjournment: With no other business, motion to adjourn the meeting at 8:06 P.M. – by Zambetti carried 3-0.

**Respectfully Submitted by:**

Linda Quinn, Clerk-Treasurer

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**OFFICE OF THE MAYOR AND CITY COUNCIL  
TANEYTOWN, MARYLAND  
Mayor and Council Meeting  
July 9, 2012**

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The Mayor and City Council met Monday, July 9, 2012 at 7:30 P.M. in the City Council Chambers. **Present:** Mayor McCarron, Mayor Pro Tem Boisvert, Council members Ebaugh, Foster, Hess and Zambetti. **Also present:** City Manager Heine and Clerk-Treasurer Quinn. Councilmember Zambetti led the Pledge of Allegiance.

Mayor McCarron presented Councilwoman Foster with a certificate of appreciation from the Maryland Municipal League for her tenure on the 2012 Communications Committee. McCarron also presented City Manager Heine with a certificate of appreciation for his participation on the MML's Hometown Emergency Preparedness Ad Hoc Committee.

**Approval of Minutes:**

Motion to approve the revised minutes of: June 6, 2012 and June 11, 2012 regular meetings and June 11, 2012 closed session - by Ebaugh carried 5-0.

**Adoptions, Resolutions, Ordinances and Agreements:**

**Adoptions:**

- **Resolution No. 2012-07: Water Allocations through August 1, 2012** - motion to approve – by Hess carried 5-0.

**City Manager Report:**

Heine reviewed highlights of his monthly report (made part of these minutes) including:

- **#7 New Windsor State Bank Sewer Line** –Problem with found lateral has been repaired.
- **#8 Well 17 and Sells Mill Water Line Project** – Pre-construction meeting held today. Will have a delay in project due to acquiring permits from Maryland Department of the Environment.
- **Recycling Bin Distribution-** New 64 gallon recycling bins are being distributed throughout the City.

**Legal Report:**

- There was no legal report this month.

**New Business:**

1. Motion to approve the **Monthly Financial Report** – by Boisvert carried 5-0.
2. Motion to approve **Accounts Payables** – by Foster carried 5-0. Councilmember Ebaugh requested an analysis of the amount the City is spending for telephone expense.
3. Councilmember Zambetti stated Carroll County Government is beginning to develop their impervious surface tax plan. The tax is a state-mandated fee on residents for their driveways and roofs. A discussion followed.
4. Councilmember Zambetti stated there was a public hearing notice in the Carroll County Times for a potential animal crematory on Roop Road. City Manager Heine stated the incinerator will be used at the prospective egg processing facility to dispose of chickens that die naturally. City Manager Heine stated the notice is related to the wells and discharge located on the property.
5. Mayor Pro Tem Boisvert stated she was approached by a group inquiring to the future of a frisbee golf park located in Bollinger Park. Councilmember Foster stated the Parks and Recreation Advisory Council is designing an application for unsolicited ideas along with procedure for evaluating feasibility of potential projects.

**Council Member/Committee Reports:**

- Councilmember Foster stated this year's Maryland Municipal League Conference was informative. Mayor McCarron attended the conference as well. Foster spoke with a representative from Comcast and learned that "Title I" school students are eligible for a discounted internet connection fee. Foster will contact the principal of Taneytown Elementary School to relay that information.
- Mayor McCarron stated the deadline for submitting a Legislative Action Request to the Maryland Municipal League's Legislative Committee is July 13, 2012.
- Mayor McCarron stated he has graduated from MML's Academy of Governing Excellence.

Mayor McCarron heard comments and concerns from the audience.

**Adjournment:** With no other business, motion to adjourn the meeting at 8:29 P.M. – by Zambetti carried 5-0.

**Respectfully Submitted by:**

Linda Quinn, Clerk-Treasurer

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**OFFICE OF THE MAYOR AND CITY COUNCIL  
TANEYTOWN, MARYLAND  
Mayor and Council Workshop  
August 8, 2012**

The Mayor and City Council met Wednesday, August 8, 2012 at 7:30 P.M. in the City Council Chambers. **Present:** Mayor McCarron, Mayor Pro Tem Boisvert, Councilmembers Ebaugh, Foster, Hess and Zambetti. **Also present:** City Manager Heine, Clerk-Treasurer Quinn, City Attorney Gullo, and Zoning Administrator Wieprecht. Councilmember Hess led the Pledge of Allegiance.

**Reception of Delegates:**

Mayor McCarron introduced Brenda Dinne representing Carroll County Department of Land Use, Planning, and Development who was there to give a brief overview of the HB987 Watershed Protection and Restoration Program and answer questions about the bill. Ms. Dinne stated this bill requires all jurisdictions holding a Phase I NPDES Permit to adopt and implement a storm water remediation fee; however, municipalities are not affected at this immediate time. The County is asking the municipalities to participate in an ongoing discussion with them as they research and evaluate implementation of the fee. City Manager Heine recommended that the City participate as requested. Council members agreed to continue in the County's discussion.

Mayor McCarron introduced Robert Miller representing the Taneytown Chamber of Commerce to discuss the Chamber's building lease. Mr. Miller clarified the issue is regarding a proposal for the Chamber to purchase the building from the City for the benefit of the Taneytown Museum and gave a brief overview of the proposal. A discussion followed. Mayor McCarron suggested a closed session be scheduled.

**Approval of Minutes:**

The minutes of the July 9<sup>th</sup>, 2012 regular meeting were reviewed.

**Adoptions, Resolutions, Ordinances and Agreements:**

Mayor McCarron stated Monday's agenda includes:

- **Ordinance No. 03-2012: Taneytown Ethics Ordinance (Introduction)**  
City Attorney Gullo stated this ordinance will bring the City's ethics law into compliance with state mandate. Once introduced, Gullo will send the ordinance to the Ethics Commission where it will be under review for several months.
- **Resolution No. 2012-08: Water Allocations through September 1, 2012**
- **MOU: State Highway Administration MD 140 Streetscape Cultural Resources**
- **Consent Agreement for ENR Project A**

**City Manager Report:**

Heine reviewed highlights of his monthly report and the monthly department reports (made part of these minutes) including:

- **Fiber Optic Network:** Installation is progressing. All conduit has been installed to the City Office and Police Station and connections made to the Cambridge industrial park and Flowserve industrial area.
- **Water Towers:** Bidding to be advertised the week of August 13th and awarded in September.
- **194 Water Line:** South end is complete and north-end work is progressing with expected completion by the end of this year.
- **Well #17:** Awaiting permits from MDE.
- **Sustainable Community:** City will be required to file for Sustainable Community grants again by the end of the year.

### Legal Report:

City Attorney Gullo reviewed his legal report:

- **Revised Streets and Sidewalks Ordinance** – Gullo and Code Enforcement Officer Wieprecht have been working on this ordinance for several months which addresses issues such as clearly defining the term “vehicle”, trailer towing, and illegal parking in front of homes. Gullo said this ordinance should be ready for Council review next month.
- **Stumptown Road Annexations** – The annexation of these two properties is being addressed and will soon be ready for Council review.
- **Bollinger Park Annexations** – Extensive title work is complete for the three involved properties, which will allow for completion of the County title certificate and annexation plat.
- **ESAB Project**– This project is progressing with meetings set up between the City’s consultant and State authorities.

Gullo stated he would not be at Monday’s meeting and asked Council to meet with him briefly after adjournment regarding the need for a closed session on Monday.

### Unfinished Business

- **Pet Expo:** Councilmember Ebaugh asked if the City is protected against any liability issues in the event of an aggressive dog/pet. A member of the audience replied that the form used by Westminster Pet Expo is being adapted for Taneytown’s use which includes the Expo rules and regulations and waivers of liability.

### New Business

- Mayor McCarron advised that the following will be considered for approval at Monday’s meeting: **Accounts Payable** and **Monthly Financial Report**.
- **Nuisance Ordinance:** Mayor McCarron stated this ordinance addresses excessive use of public services and noted the sample ordinance was provided by the City of Frederick. Mayor Pro Tem Boisvert requested that Chief Tyler be available for Monday’s meeting to further discuss the issue.

### Council Member/Committee Reports:

- Councilmember Ebaugh commended the Police Department for their handling of traffic control during a recent lengthy funeral procession.
- Councilmember Foster said she and Mayor McCarron participated in the video shoot this morning sponsored by the Maryland Department of Housing & Community Development and Department of Business & Economic Development. She commended the Mayor for the thorough history he gave of Taneytown to the filmmakers and for Economic Development Director Nancy McCormick’s involvement in the project. The Mayor stated this video will be used as a marketing piece for recruiting people and business to the state of Maryland.

The Mayor and Council heard comments and questions from the audience.

### Adjournment:

With no other business, motion to adjourn the meeting at 9:05 P.M. – by Foster carried 5-0.

### Respectfully Submitted by:

Linda Quinn, Clerk-Treasurer

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**OFFICE OF THE MAYOR AND CITY COUNCIL  
TANEYTOWN, MARYLAND  
Mayor and Council Meeting  
August 13, 2012**

The Mayor and City Council met Monday, August 13, 2012 at 7:30 P.M. in the City Council Chambers. **Present:** Mayor McCarron, Mayor Pro Tem Boisvert, Council members Ebaugh, Foster, and Zambetti. **Also present:** City Manager Heine and Clerk-Treasurer Quinn. Mayor Pro Tem Boisvert led the Pledge of Allegiance.

Mayor McCarron asked Chief Tyler for his comments on the sample Nuisance Ordinance. Tyler said he liked the base of the Frederick ordinance but felt it wasn't particularly suited to Taneytown's needs. He stated the ordinance not only needs to cover police issues, but should include subsections covering other nuisance areas as well. A discussion followed. Council directed City Manager Heine to coordinate a meeting to include the Mayor, all Department Heads, and City Attorney for the purpose of discussing the definition of "nuisance" and adoption of legislation to address violations.

**Approval of Minutes:**

Motion to approve the minutes of: July 9, 2012 regular meeting - by Ebaugh carried 4-0.

**Adoptions, Resolutions, Ordinances and Agreements:**

**Introduction:**

- **Ordinance No. 03-2012: Taneytown Ethics Ordinance**

**Adoptions:**

- **Resolution No. 2012-08: Water Allocations through September 1, 2012** - motion to approve – by Zambetti carried 4-0.
- **MOU: State Highway Administration MD 140 Streetscape Cultural Resources** - motion to approve MOU– by Ebaugh carried 4-0.
- **Consent Agreement for ENR Project A** - motion to approve Consent Agreement – by Foster carried 4-0.

**City Manager Report:**

Heine updated his monthly report (made part of these minutes):

- An appraiser has been hired to evaluate two City-owned properties as directed by Council.

**Legal Report:**

There was no legal report this month.

**New Business:**

1. Motion to approve the **Monthly Financial Report** – by Boisvert carried 4-0.
2. Motion to approve **Accounts Payables** – by Ebaugh carried 4-0.
3. **Nuisance Ordinance:** See paragraph above, before *Approval of Minutes*.

**Council Member/Committee Reports:**

There were no Council Member/Committee Reports updates this meeting.

Mayor McCarron heard comments and concerns from the audience.

**Adjournment:**

With no other business, motion to adjourn the meeting at 8:29 P.M. – by Foster carried 4-0.

**Respectfully Submitted by:**

Linda Quinn, Clerk-Treasurer

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**OFFICE OF THE MAYOR AND CITY COUNCIL  
TANEYTOWN, MARYLAND  
Mayor and Council Workshop  
September 5, 2012**

The Mayor and City Council met Wednesday, September 5, 2012 at 7:30 P.M. in the City Council Chambers. **Present:** Mayor McCarron, Mayor Pro Tem Boisvert, Councilmembers Ebaugh, Foster, Hess and Zambetti. **Also present:** City Manager Heine, Clerk-Treasurer Quinn, City Attorney Gullo, Zoning Administrator Wieprecht, and City Engineer Stewart. Councilmember Foster led the Pledge of Allegiance.

**Approval of Minutes:**

The minutes of the August 8<sup>th</sup> and August 13<sup>th</sup>, 2012 regular meetings were reviewed.

**Adoptions, Resolutions, Ordinances and Agreements:**

Mayor McCarron stated Monday's agenda includes:

- **Resolution No. 2012-09: Water Allocations through October 1, 2012**
- **Fiscal Year 13 Town/County Agreement**
- **Fiscal Year 12 Year End Budget Amendments**

**City Manager Report:**

Heine reviewed highlights of his monthly report and the monthly department reports (made part of these minutes) including:

- **Water Towers:** Request for Proposals for the project should be ready this month.
- **194 Water Line:** Frederick Street is complete and York Street work is progressing with expected completion by the end of this year.
- **Creamery and Baltimore Street Building Appraisals:** Appraisals are complete and City is awaiting reports.

**Legal Report:**

City Attorney Gullo stated he will save his report for discussion in closed session following the workshop.

**Unfinished Business**

- **Nuisance Ordinance:** City Manager Heine stated work on drafting the nuisance ordinance is in progress.

**New Business**

- Mayor McCarron advised that the following will be considered for approval at Monday's meeting: **Accounts Payable and Monthly Financial Report.**
- **Verizon Phone Analysis for City Hall:** Clerk-Treasurer Quinn reviewed the analysis of the costs of Verizon phone charges versus the change to the new phone service carrier New Frontier.
- **Council Meeting Date Change:** Mayor and Council agreed to change the next council meeting to October 9<sup>th</sup>, 2012 due to the Columbus Day holiday.

**Council Member/Committee Reports:**

- Councilmember Ebaugh stated the McDonald's ribbon cutting ceremony was well attended. Ebaugh also commented that according to Public Works Director Weaver, the overall usage of water by the City has decreased. Ebaugh stated this is the result of infrastructure improvement projects to the City's water and sewer system.

- Councilmember Foster stated she and Councilmember Ebaugh attended the ribbon cutting ceremony at McDonald's in Taneytown. Foster also attended Detour Winery Jazz Festival. Foster stated winery owner, Daniel Tamminga, expressed an interest in sponsoring events in Taneytown, and he has been in contact with Economic Development Director McCormick regarding working with the City. Foster stated she and Mayor McCarron attended the second MML Legislative Committee meeting that day. Recommendation of reinstatement of Highway User Funds to Maryland municipalities will be the main priority of the Committee this year. Legislation for blighted properties and double taxation will also be explored by the Committee this year.
- Councilmember Hess presented the City of Taneytown's new vision statement draft (made part of these minutes). Hess read the proposed statement aloud. If approved by the Mayor and Council at Monday's meeting, the next step would be to draft a new mission statement for the City.
- Councilmember Zambetti reported that Economic Development Director McCormick attended a meeting hosted by the Heart of the Civil War Heritage Commission regarding the upcoming 150<sup>th</sup> Gettysburg battle celebration.
- Mayor McCarron stated he attended the Maryland Public Television premier of a documentary on Maryland's involvement in the Civil War. McCarron reminded the Council that the Maryland Municipal League Fall Conference is scheduled for October 4<sup>th</sup> through the 6<sup>th</sup>. This year's conference is being held in Hagerstown.

The Mayor and Council heard comments and questions from the audience.

**Adjournment:**

With no other business, motion to adjourn the meeting at 8:10 P.M. and reconvene at 8:15 P.M. to enter into closed session pursuant to Section 10-508 (a) (7) Legal of the Annotated Code of Maryland – by Hess carried 5-0.

**Respectfully Submitted by:**

Linda Quinn, Clerk-Treasurer

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**OFFICE OF THE MAYOR AND CITY COUNCIL  
TANEYTOWN, MARYLAND  
Mayor and Council Meeting  
September 10, 2012**

The Mayor and City Council met Monday, September 10<sup>th</sup>, 2012 at 7:30 P.M. in the City Council Chambers. **Present:** Mayor McCarron, Mayor Pro Tem Boisvert, Council members Ebaugh, Foster, and Hess. Councilmember Zambetti was not present. **Also present:** City Manager Heine and Clerk-Treasurer Quinn. Councilmember Ebaugh led the Pledge of Allegiance.

**Approval of Minutes:**

Motion to approve the minutes of: August 8<sup>th</sup> and August 13<sup>th</sup>, 2012 regular meetings - by Foster carried 4-0.

**Adoptions, Resolutions, Ordinances and Agreements:**

**Adoptions:**

- **Resolution No. 2012-09: Water Allocations through October 1, 2012** - motion to approve – by Ebaugh carried 4-0.
- **Fiscal Year 13 Town/County Agreement** - motion to approve – by Foster carried 4-0.
- **Fiscal Year 2012 Year End Budget Amendments** - motion to approve – by Ebaugh carried 4-0.

**City Manager Report:**

Heine updated his monthly report (made part of these minutes):

- The appraisals for the Creamery Building and the Baltimore Street property should be received by the City by the end of the week. Heine also stated the final paperwork for the Maryland Energy Administration grant has been submitted. .

**Legal Report:**

There was no legal report this month.

**Unfinished Business**

- Motion to approve the **City of Taneytown Vision Statement** – by Foster carried 4-0.

**New Business:**

1. Motion to approve the **Monthly Financial Report** – by Hess carried 4-0.
2. Motion to approve **Accounts Payables** – by Ebaugh carried 4-0.

**Council Member/Committee Reports:**

- Councilmember Hess stated the next step after approval of the Taneytown Vision Statement will be to draft the Mission Statement and Core Values.
- Mayor McCarron stated September 11<sup>th</sup>, 2012 is Patriots Day at the Taneytown Senior Center and encouraged everyone to attend. The event starts at 10:00 AM.

**Adjournment:**

With no other business, motion to adjourn the meeting at 7:37 P.M. – by Boisvert carried 4-0.

**Respectfully Submitted by:**

Linda Quinn, Clerk-Treasurer

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**OFFICE OF THE MAYOR AND CITY COUNCIL  
TANEYTOWN, MARYLAND  
Mayor and Council Workshop  
October 3<sup>rd</sup>, 2012**

The Mayor and City Council met Wednesday, October 3<sup>rd</sup>, 2012 at 7:30 P.M. in the City Council Chambers. **Present:** Mayor McCarron, Mayor Pro Tem Boisvert, Councilmembers Ebaugh, Foster, Hess and Zambetti. **Also present:** City Manager Heine, Clerk-Treasurer Quinn, City Attorney Gullo, Zoning Administrator Wieprecht, and Economic Development Director McCormick. Councilmember Zambetti led the Pledge of Allegiance.

**Approval of Minutes:**

The minutes of the September 5<sup>th</sup> and September 10<sup>th</sup> regular meetings and September 5<sup>th</sup> closed meeting were reviewed.

**Reception of Delegates:**

- Audit partner Michelle Mills of Draper & McGinley, P.A., gave an overview of the Fiscal Year 2012 audit draft report. Mills said with Council review and approval, the final audit report will be printed and submitted to the State, by the deadline of October 31<sup>st</sup>. The City received an unqualified opinion, meaning the financial statements of the City are presented fairly in all material respects.
- City Manager Heine and Economic Development Director McCormick presented information on the Strategic Demolition and Smart Growth Project grant application submitted to State of Maryland Department of Housing and Community Development. McCormick stated if the funding were to be awarded to the City, it would be used for the demolition of the building and clearance of the site located at 53 Warehouse Alley. City Manager Heine stated one of the requirements of the grant application is a local government support resolution. The support resolution: Resolution 2012-11: Strategic Demolition and Smart Growth Project Funding is on Monday's agenda for adoption. The City is requesting \$250,000. in grant funding for the project.

**Adoptions, Resolutions, Ordinances and Agreements:**

Mayor McCarron stated Tuesday's agenda includes:

- **Resolution No. 2012-10: Water Allocations through November 1, 2012**
- **Fiscal Year 2012 Audit Report**
- **Ordinance No. 03-2012: Taneytown Ethics Ordinance**
- **Resolution 2012-11: Strategic Demolition and Smart Growth Project Funding**

**City Manager Report:**

Heine reviewed highlights of his monthly report and the monthly department reports (made part of these minutes) including:

**Maryland Energy Administration Grant:** All requirements of the grant have been completed and payment to the City should be forthcoming.

**Legal Report:**

- City Attorney Gullo accepted revisions from the Mayor and Council regarding Ordinance No. 03-2012: Taneytown Ethics Ordinance. Ordinance No. 03-2012: Taneytown Ethics Ordinance will be adopted on Tuesday.

**Nuisance Ordinance:** City Attorney Gullo stated the city manager, code enforcement officer, police chief and he met to discuss drafting a nuisance ordinance for the City. It was concluded the amount of calls for excessive City services does not justify the adoption of a City nuisance ordinance. The City has already in place the mechanism to enforce code violations. The process to collect the unpaid violations will be further explored.

**Unfinished Business:**

- None

**New Business:**

- Mayor McCarron advised that the following will be considered for approval at Tuesday's meeting: **Accounts Payable** and **Monthly Financial Report**.

**Council Member/Committee Reports:**

- Councilmember Foster stated she attended celebrations at FSK High School to honor student's various achievements.
- Councilmember Hess stated the strategic planning committee will be meeting next week to draft the City's mission statement.
- Councilmember Zambetti stated on October 29<sup>th</sup> FSK High School will be hosting a fundraiser event at Gunner's Grille. Tickets are \$25.00 and tickets may be purchased from Zambetti.
- Mayor McCarron stated he attended the Creekside Development open house held on Saturday, September 29<sup>th</sup>, 2012. McCarron also stated Taneytown resident Cody Livesay will be returning from Afghanistan. A reception will be held at the American Legion on Saturday, October 6<sup>th</sup>, 2012. McCarron encouraged everyone to attend. McCarron reminded the Council that the Maryland Municipal League Fall Conference is scheduled for October 4<sup>th</sup> through the 6<sup>th</sup>. This year's conference is being held in Hagerstown.

The Mayor and Council heard comments and questions from the audience.

**Adjournment:**

With no other business, motion to adjourn the meeting at 9:35 P.M. – by Foster carried 5-0.

**Respectfully Submitted by:**

Linda Quinn, Clerk-Treasurer

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**OFFICE OF THE MAYOR AND CITY COUNCIL  
TANEYTOWN, MARYLAND  
Mayor and Council Meeting  
October 9, 2012**

The Mayor and City Council met Tuesday October 9, 2012 at 7:30 P.M. in the City Council Chambers. **Present:** Mayor McCarron, Mayor Pro Tem Boisvert, Council members Ebaugh, Foster, Hess and Zambetti. **Also present:** City Manager Heine and Clerk-Treasurer Quinn and City Attorney Gullo. Councilmember Hess led the Pledge of Allegiance.

**Approval of Minutes:**

Motion to approve the minutes of: September 5<sup>th</sup> and September 10<sup>th</sup> regular meetings and September 5<sup>th</sup> closed session - by Boisvert carried 5-0.

**Adoptions, Resolutions, Ordinances and Agreements:**

**Adoptions:**

- **Resolution No. 2012-10: Water Allocations through November 1, 2012-** motion to approve – by Zambetti carried 5-0.
- **Fiscal Year 2012 Budget Amendment for Budgeted Use of Fund Balance-** motion to approve – by Zambetti carried 5-0.
- **Fiscal Year 2012 Audit Report-** motion to approve – by Boisvert carried 5 -0.
- **Ordinance No. 03-2012: Taneytown Ethics Ordinance-** with revisions-motion to approve – by Ebaugh carried 5-0.
- **Resolution 2012-11: Strategic Demolition and Smart Growth Project Funding-** motion to approve – by Ebaugh carried 5-0.

**City Manager Report:**

Heine updated his monthly report (made part of these minutes):

Heine stated a City employee will be participating in a walk for hunger on October 14<sup>th</sup>, 2012. If anyone cares to make a donation they may see Heine. Heine also stated the MD 194 Water Line Project should be completed by November 30<sup>th</sup>, 2012.

**Legal Report:**

City Attorney Gullo stated he had nothing more to add to his legal report.

**Unfinished Business**

- None

**New Business:**

1. Motion to approve the **Monthly Financial Report** – by Hess carried 5-0.
2. Motion to approve **Accounts Payables** – by Ebaugh carried 5-0.

**Council Member/Committee Reports:**

- Councilmember Foster stated she attended the MML Fall Conference. She attended a session on ethics and a session on blighted properties.
- Mayor McCarron stated he also attended the MML Fall Conference. He attended a session on management skills. McCarron also attended a presentation by DNR on funding information on storm water manager projects. McCarron stated he, City Manager Heine and Economic Development Director McCormick attended a luncheon at the Antrim Inn as guests of the Leadership Carroll Program.

**Adjournment:**

With no other business, motion to adjourn the meeting at 7:55 P.M. – by Foster carried 5-0.

**Respectfully Submitted by:** Linda Quinn, Clerk-Treasurer

*City Council Minutes 10/09/2012*

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**OFFICE OF THE MAYOR AND CITY COUNCIL  
TANEYTOWN, MARYLAND  
Mayor and Council Workshop  
November 7, 2012**

The Mayor and City Council met Wednesday, November 7th, 2012 at 7:30 P.M. in the City Council Chambers. **Present:** Mayor McCarron, Mayor Pro Tem Boisvert, Councilmembers Ebaugh, Hess and Zambetti. Councilmember Foster was not present. **Also present:** City Manager Heine, Clerk-Treasurer Quinn and City Attorney Gullo. Mayor ProTem Boisvert led the Pledge of Allegiance.

**Approval of Minutes:**

The minutes of the October 3<sup>rd</sup> and October 9<sup>th</sup> regular meetings and October 3<sup>rd</sup> and October 9<sup>th</sup>, 2012 closed meeting were reviewed.

**Adoptions, Resolutions, Ordinances and Agreements:**

Mayor McCarron stated Tuesday's agenda includes:

- **Resolution No. 2012-12: Water Allocations through December 1, 2012**
- **State Highway Streetscape Stormwater Easement Transfer**
- **Approval of Carroll Vista Stormwater Easement Agreement**

**City Manager Report:**

Heine reviewed highlights of his monthly report and the monthly department reports (made part of these minutes) including updates on:

**Fiber Optic Network:** Heine stated he has been in contact with Carroll County and received information regarding delay in installation of the network in the City. The delay is due to difficulty obtaining rights from Potomac Edison for use of their poles.

**Antrim Mini Storage:** Mayor Pro Tem Boisvert stated the Planning and Zoning Commission gave approval to Antrim's final plan at their October 29<sup>th</sup>, 2012 meeting.

**City Staff Christmas Party:** Heine stated it is scheduled for December 1, 2012.

**City Personnel Manual:** Councilmember Zambetti requested the update to the Personnel Manual be made a priority and changes completed by January 31, 2013.

**Legal Report:**

City Attorney Gullo updated the Mayor and Council on the following items:

**Maryland Route 194 Water Line Project Water Bond:** Gullo stated loan settlement is scheduled for execution on November 13, 2012.

**Antrim Mini Storage:** City Attorney Gullo stated their final plan for expansion was approved at the October 29, 2012 Planning and Zoning Meeting. Gullo stated the buffer to be planted between the Mini Storage and Carroll Vista should be completed this year. In order to complete the tree plantings, Gullo stated the Public Works Agreement will have to be prepared, bonded and signed by the end of the following week.

**Well #10:** The City received notification from Maryland Department of the Environment stating the City has been approved for a loan and grant to complete the project.

**Creekside Development:** Gullo updated the Mayor and Council on the road between the Tevis property and an existing house located off of Route 140. The issue should not hinder progress of the housing development.

**Unfinished Business:**

- None

**New Business:**

- Mayor McCarron advised that the following will be considered for approval at Tuesday's meeting: **Accounts Payable** and **Monthly Financial Report**.
- **Ratification of the Evapco Bond Releases:** City Attorney Gullo stated the releases have already been processed according to City policy. Mayor and Council will have to ratify the releases at Tuesday's meeting.
- Bob Miller, representing the Taneytown Chamber of Commerce, addressed the Mayor and Council. Miller questioned the Mayor and Council if a timeframe for the removal of the artifacts housed by the Taneytown Chamber of Commerce/History Museum at 24 E. Baltimore Street has been established.

**Council Member/Committee Reports:**

- Councilmember Hess complimented the Police and Public Works Department on handling of Hurricane Sandy.
- Councilmember Ebaugh stated both the Police and Public Works Department are to be commended for a fine job during Hurricane Sandy.
- Mayor Pro Tem Boisvert stated Sheetz was before the Planning and Zoning Commission at the last meeting, and planning is still moving ahead.
- Mayor McCarron stated the City invited interpreters for the deaf to tonight's meetings in response to a hearing impaired citizen's request to appear before Council tonight to address some concerns in her neighborhood. The citizen was not present at the meeting. McCarron also stated Veteran's Day celebrations are planned at both the Taneytown American Legion and the Harney American Legion.
- McCarron stated he was interviewed by Comcast last Monday and it will be aired this month.
- City Manager Heine stated the Quarterly Maryland Municipal League meeting will be held December 13th at Gunner's Grille in Taneytown. Heine stated invitations will be sent out shortly.

The Mayor and Council heard comments and questions from the audience.

**Adjournment:**

With no other business, motion to adjourn the meeting at 8:37 P.M. – by Ebaugh carried 4-0.

**Respectfully Submitted by:**

Linda Quinn, Clerk-Treasurer

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**OFFICE OF THE MAYOR AND CITY COUNCIL  
TANEYTOWN, MARYLAND  
Mayor and Council Meeting  
November 13, 2012**

The Mayor and City Council met Tuesday November 13, 2012 at 7:30 P.M. in the City Council Chambers. **Present:** Mayor McCarron, Mayor Pro Tem Boisvert, Council members Ebaugh, Foster, Hess and Zambetti. **Also present:** City Manager Heine and Clerk-Treasurer Quinn. Councilmember Foster led the Pledge of Allegiance.

**Approval of Minutes:**

Motion to approve the minutes of: October 3<sup>rd</sup> and October 9<sup>th</sup> regular meetings and October 3<sup>rd</sup> and October 9<sup>th</sup> closed sessions - by Foster carried 5-0.

**Adoptions, Resolutions, Ordinances and Agreements:**

**Adoptions:**

- **Resolution No. 2012-12: Water Allocations through December 1, 2012-** motion to approve – by Ebaugh carried 5-0.
- **State Highway Streetscape Stormwater Easement Transfer-** motion to approve – by Zambetti carried 5-0.
- **Approval of Carroll Vista Stormwater Easement Agreement-** motion to approve – by Hess failed 0-5. Motion to move for postponement of consideration on advice of counsel – by Zambetti carried 5-0.

**City Manager Report:**

Heine updated his monthly report (made part of these minutes):

Heine stated the county has completed all documentation that would allow the transfer of Antrim Blvd. to the City. Councilmember Zambetti suggested the City have the road condition inspected before the City accepts it.

**Legal Report:**

City Attorney Gullo was not present.

**Unfinished Business**

- None

**New Business:**

1. Motion to approve the **Monthly Financial Report** – by Hess carried 5-0.
2. Motion to approve **Accounts Payables** – by Boisvert carried 5-0.
3. Ratification of Evapco Bond Releases – by Zambetti carried 5-0.
4. Approval of Chamber of Commerce – by Foster carried 5-0.

**Council Member/Committee Reports:**

- Mayor Pro Tem Boisvert stated she attended the Taneytown Chamber of Commerce Banquet held on November 7<sup>th</sup>, 2012.
- Councilmember Hess stated he attended the Harney VFW Veteran's Day ceremony.
- Councilmember Zambetti stated he attended the FSK VFW Veteran's Day ceremony and parade.
- Councilmembers Ebaugh and Foster stated they attended both the Taneytown and Harney VFW Veteran's Day ceremonies.

**Adjournment:**

With no other business, motion to adjourn the meeting at 7:59 P.M. – by Foster carried 5-0.

**Respectfully Submitted by:** Linda Quinn, Clerk-Treasurer

*City Council Minutes 11/13/2012*

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**OFFICE OF THE MAYOR AND CITY COUNCIL  
TANEYTOWN, MARYLAND  
Mayor and Council Workshop  
December 5, 2012**

The Mayor and City Council met Wednesday, December 5<sup>th</sup>, 2012 at 7:30 P.M. in the City Council Chambers. **Present:** Mayor McCarron, Councilmembers Ebaugh, Foster, Hess and Zambetti. Mayor Pro Tem Boisvert was not present. **Also present:** City Manager Heine, Clerk-Treasurer Quinn and City Attorney Gullo. Councilmember Ebaugh led the Pledge of Allegiance.

**Approval of Minutes:**

The minutes of the November 7<sup>th</sup> and November 13<sup>th</sup> regular meetings and the November 7<sup>th</sup>, 2012 closed meeting were reviewed.

**Adoptions, Resolutions, Ordinances and Agreements:**

Mayor McCarron stated Monday's agenda includes:

- **Resolution No. 2012-13: Water Allocations through January 1, 2013**
- **Approval of Carroll Vista Stormwater Easement Agreement**

**City Manager Report:**

Heine reviewed highlights of his monthly report and the monthly department reports (made part of these minutes) including updates on:

**Well 17:** Heine stated he received a letter from the Taneytown Baptist Church requesting use of the well currently located on the site. Heine stated the use of private wells within City limits is prohibited.

**MD Rte. 194 Water Line Project:** Heine stated ADA curb and sidewalk compliance issues are delaying the completion of the project until at least the middle of January 2013.

**Creamery Building:** Heine stated the Determination of Eligibility Report has been completed. The report found the Creamery building has no historical significance however it does contain architectural significance. While it will not prevent the City from demolishing the building, it may prevent the City from receiving grant funds to do so.

**Legal Report:**

City Attorney Gullo reviewed highlights of his monthly report (made part of these minutes) including updates on:

**Employee Manual:** Gullo stated he completed his review of the updated employee manual along with the comments provided by the City's outside consultants. Gullo stated the next step would require input from City staff regarding revisions.

**Unfinished Business:**

- **Taneytown Mission Statement** – Mayor McCarron stated the new mission statement is on the agenda for approval at Monday's meeting.
- **Antrim Boulevard** – City Manager Heine stated Carroll County has deeded Antrim Boulevard to the City and the next step would be for the City to formally accept it. Heine stated the County has scheduled regrinding and paving of the road next year. City Attorney Gullo recommended a MOU be drafted stating City's acceptance of the road as long as the county will complete the regrinding and paving as planned.

**New Business:**

- Mayor McCarron advised that the following will be considered for approval at Monday's meeting: **Accounts Payable** and **Monthly Financial Report**.
- **Community Media Center Municipal Planning Session** – Mayor McCarron requested a member of the council attend the session as a representative of the City. The session will determine the events and meetings coverage to be broadcast on Municipal Channel 23 for 2013.
- **Mayor and Council Annual Retreat**- City Manager Heine stated the retreat is scheduled for January 26, 2013.

**Council Member/Committee Reports:**

- Councilmember Hess commented that the annual Christmas Tree Lighting went very well and thanked all those involved in the planning of the event.
- Councilmember Foster stated a meeting is scheduled with the proprietors of the Detour Winery and Economic Development Director McCormick regarding bringing an event to Taneytown.
- Mayor McCarron reminded the council the Maryland Municipal League quarterly banquet is scheduled for December 13, 2012.
- Councilmember Zambetti reminded everyone the Taneytown Volunteer Fire Company banquet will be held on December 17, 2012.

The Mayor and Council heard comments and questions from the audience.

**Adjournment:**

With no other business, motion to adjourn the meeting at 8:45 P.M. – by Foster carried 4-0.

**Respectfully Submitted by:**

Linda Quinn, Clerk-Treasurer

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**OFFICE OF THE MAYOR AND CITY COUNCIL  
TANEYTOWN, MARYLAND  
Mayor and Council Meeting  
December 10, 2012**

The Mayor and City Council met Monday, December 10<sup>th</sup>, 2012 at 7:30 P.M. in the City Council Chambers. **Present:** Mayor McCarron, Mayor Pro Tem Boisvert, Council members Ebaugh, Foster, Hess and Zambetti. **Also present:** City Manager Heine, Clerk-Treasurer Quinn and City Attorney Gullo.

Mayor McCarron welcomed Boy Scout Troop #718 to the meeting and asked them to lead in the Pledge of Allegiance to the flag.

**Approval of Minutes:**

Motion to approve the minutes of: November 7<sup>th</sup> and November 13<sup>th</sup> regular meetings and November 7<sup>th</sup> closed session - by Boisvert carried 5-0.

**Adoptions, Resolutions, Ordinances and Agreements:**

**Adoptions:**

- **Resolution No. 2012-13: Water Allocations through January 1, 2013-** motion to approve – by Ebaugh carried 5-0.
- **Approval of Carroll Vista Stormwater Easement Agreement** – motion to approve- by Foster carried 5-0.

**City Manager Report:**

Heine stated he had no further information to update his monthly report (made part of these minutes). Heine requested direction from Council regarding Taneytown Baptist Church's use of their private well. The Mayor and Council stated they are not willing to change the law at this time that would permit use of a private well in the City.

**Legal Report:**

City Attorney Gullo stated he had no further information to update his monthly report (made part of these minutes).

**Unfinished Business**

- **Taneytown Mission Statement** – Councilmember Hess read aloud the new proposed mission statement – motion to approve – by Foster 5-0.

**New Business:**

1. Motion to approve the **Monthly Financial Report** – by Boisvert carried 5-0.
2. Motion to approve **Accounts Payables** – by Ebaugh carried 5-0.
3. **Community Media Center Municipal Planning Session** - Mayor Pro Tem Boisvert stated she will represent the City at the planning session.
4. **Fiscal Year 2013 Mayor and Council Retreat** – the Mayor and Council agreed to meet on January 26, 2013 for the annual retreat. The retreat will be located at Silver Oak Academy.
5. **Acceptance of Antrim Boulevard** – City Manager Heine stated the City has not received the MOU from Carroll County as of date – motion to postpone acceptance of Antrim Boulevard until MOU is received – by Ebaugh – carried 5-0.

**Council Member/Committee Reports:**

- Mayor Pro Tem Boisvert stated the Planning and Zoning Commission will be meeting on January 7<sup>th</sup>, 2012.

- Mayor McCarron reminded the council the Maryland Municipal League quarterly banquet is scheduled for December 13, 2012 and the Taneytown Volunteer Fire Company Banquet is December 17<sup>th</sup>, 2012.
- Mayor McCarron educated the audience on the format of both the Mayor and Council workshop and regular meeting and the reason behind having two meetings each month.

The Mayor heard comments and concerns from the audience. Audience member Vince Perticone addressed the Mayor and Council and presented DVD's of information copied from the Blaze Network.

**Adjournment:**

With no other business, motion to adjourn the meeting at 8:09 P.M. – by Foster carried 5-0.

**Respectfully Submitted by:** Linda Quinn, Clerk-Treasurer

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