

## QUEENSTOWN COMMISSIONERS

June 24, 2020

**PRESENT:** President Thomas B. Willis, Jr., Commissioner Al Hardee, Lyndsey Ryan, Town Attorney, and Amy Moore, Town Manager/Clerk. Commissioner Holger Schuster was on vacation. This was a virtual meeting held via Zoom.

### **PUBLIC HEARING CALLED TO ORDER AT 6:46 PM.**

ORDINANCE – 20-01 - AN ORDINANCE OF THE TOWN OF QUEENSTOWN ADOPTING A GENERAL BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021 AND ESTABLISHING A CONSTANT YIELD TAX RATE OF .1867 PER \$100 OF ASSESSED REAL PROPERTY VALUE AND A TAX RATE OF .47 PER \$100 ON ALL COMMERCIAL OR BUSINESS PERSONAL PROPERTY AND PUBLIC UTILITIES; AND ALSO ADOPTING AN ENTERPRISE BUDGET FOR THE TOWN'S WATER AND SEWER OPERATIONS

Amy Moore, Clerk, presented an overview of the General and Water/Sewer budgets. There were no public comments regarding the proposed ordinance.

President Willis motioned to adjourn the hearing at 6:53 p.m. Motion seconded by Commissioner Hardee.

### **REGULAR MEETING CALLED TO ORDER AT 7:00 P.M.**

#### **GUESTS**

- **Matt Reno – Boat ramp**

Mr. Reno was present to discuss the boat ramp and possible measures to restrict access. He presented a petition that he initiated to gain input from residents who would potentially use the boat ramp. He would like to see the Commissioners allocate funding at the ramp to improve the ramp and amend our dredge permit application to include dredging of that area. He stated now is the time for the Commissioners to amend the budget presented to include improvements to this area. Mr. Reno advised that in general, support from residents include restricting by design the number of parking spaces at the ramp. He has drafted a plan that includes 3 designated vehicle/trailer parking spaces, and 3-4 vehicle only spaces. By design, this would restrict the number of vehicles. In the future, when decisions like this come up, he asked that the Commissioners please use the Planning Commission as a sounding board, as these decisions impact the quality of life of our residents. He added that the Planning Commission could look into floating docks, which are pulled seasonally.

Commissioner Hardee advised that previous plans for the area did away with the boat ramp, which he was against. He advised that the Town Clerk has inquired about having the dredge permit application amended to include the ramp area. Commissioner Hardee would like to see the ramp improved and suggests gating the road and selling permits. He would like to see kayak storage for residents to use at some point. He feels it's a bad thing not to take advantage of our waterfront access.

Lyndsey Ryan, Town Attorney, stated that the biggest issue is parking. Town has justification to permit users and charge fees. Out of town users can be charged more. Town can do several things, such as clearly delineate parking, put up split rail fencing, issue permits to users and

figure out how office will handle, and erect signage advising vehicles without permits will be towed.

David Sutherland inquired if the town is required to allow non-residents to use. Ms. Ryan advised that essentially to close off now without any justification other than out of town residents using it would be discriminatory, as they've always been allowed.

Pat Bowell stated that town can make the fee cost a deterrent for non-residents. Gating would be difficult with the number of people going in and out of the wastewater plant on a daily basis. She also stated that we don't want to restrict people access to the water who are not boaters.

Nikki Williams asked when the public access sign to the ramp came down, as there was one for years that prohibited non-residents from using the ramp. If we prohibited in the past, not sure why there is an issue now.

Di Quynn-Reno agrees with the permit, and suggested the town look into having a tow company to police the area and have vehicles towed which don't display a permit.

Geoff Leech stated this has been a long time coming, and seems like it's time to make some improvements there, as the townspeople need local access.

Commissioner Hardee motioned to look at improvements at the ramp, including security and a town park, and to strike the old park plan. Motion seconded by President Willis.

- Paul Cain – parking issues on Steamboat Ave.

Inquired about moving the “no parking” sign on the Bowlingly side of Steamboat Ave. He was advised that there is no parking on that side as the street is narrow and parking on both sides could prohibit emergency vehicles, trash truck, etc. from driving down the street.

Pat Bowell suggested if the down does remove the sign that no parking be kept on the bend at First Ave. as very narrow there.

#### **PUBLIC WORKS – Amy Moore**

- Wastewater plant has been running well with new membranes.
- Smoke testing is complete and we are waiting on recommendations from Bob Rauch.
- Slide at the playground is broke and in need of replacing

#### **PLANNING – Matt Reno**

- Advised they have a draft Trails Master Plan, a copy of which had been provided to all Commissioners. Asked that they review, if haven't already. The next step would be a power point presentation and advertise to the residents for comments. They would then seek input from the County. The final step would have the plan presented to the Town Commissioners for adoption.

#### **FINANCE COMMITTEE – Pat Bowell**

- Highway User Revenue (HUR) would cover trails, not just roads. Funding is not available to build them, but can be used to maintain. HUR comes as a benefit to the town. If the town were to own the trails from the Wheatland's project, we would get funding thru HUR to maintain them.

#### **TOWN MANAGER/CLERK-TREASURER**

##### **Treasurer's Report –**

General Fund checking	\$ 104,799.37
Water/Sewer Fund checking	\$ 81,517.05

**Minutes –**

- Commissioner Hardee motioned to accept the May 27, 2020 regular meeting minutes as written. Motion seconded by President Willis. Vote: 2-aye, 0-nay
- President Willis motioned to accept the June 17, 2020 joint meeting minutes as written. Motion seconded by Commissioner Hardee. Vote: 2-aye, 0-nay

**Correspondence/Other – Amy Moore**

- Advised that Hugh Odom, Vertical Consultants, has been negotiating the renewal of our AT&T lease. He is recommending the town accept the following:
  - Allow AT&T to make modifications without a rent increase
  - Request a monthly rent increase based on current rates
  - No termination of lease by AT&T within the first 5 years.
 Rent is currently \$3,100 per month. Mr. Odom is recommending rent increase to \$3,750 per month. Pat Bowell stated that there should be a penalty clause included as in our other leases.
- Advised that Susan Mayberry had requested permission to place a 6-8x4 ft. raised garden bed on the town's property adjacent to rear yard. As she only has about 7 ft. of back yard, the sun doesn't hit her area. They would maintain the grass in the area of the bed. Commissioner Hardee advised that the Town had looked to have a community garden in that area, but only received interest from two residents. He suggest maybe Ms. Mayberry could pioneer a community garden next year. Ms. Ryan advised there are no legal ramifications, and a verbal okay would suffice. Ms. Mayberry will need to submit plans and materials for the raised bed. Commissioner Hardee motioned to give permission to Ms. Mayberry to use town property for a garden. Motion seconded by President Willis. Vote: 2-aye, 0-nay

**OLD BUSINESS –**

- Interim financing for water tower project – Clerk to get with Pat Bowell to discuss options
- Tax Increment Financing Districts – Ms. Ryan will look into this further
- Dudley purchase agreement – draft was sent to Peter Dudley. Waiting for his response.
- Water and Sewer Connection/Allocation fees – schedule work session for week of 7/6.
- Speeding on Main St. – Clerk advised Commissioner Schuster spoke with the Postmaster and relayed concerns of speeding. He advised he would speak with the delivery drivers. Ms. Quynn-Reno advised that the mail truck has not slowed down, but seems like the delivery drivers have. Suggested finding out the driver's supervisor and reporting him. Ms. Bowell advised they come from Easton. Commissioner Hardee will contact Sheriff again.
- Fire Department request from February to offer a real property tax break to active fire department members. Commissioner Hardee motioned to introduce Ordinance 20-02 - AN ORDINANCE OF THE COMMISSIONERS OF QUEENSTOWN TO ESTABLISH A TAX CREDIT AGAINST TOWN PROPERTY TAX ON CERTAIN REAL PROPERTY OWNED BY VOLUNTEER FIRE DEPARTMENT MEMBERS. Motion seconded by President Willis. Vote: 2-aye, 0-nay. Public hearing scheduled for July 22, 2020 at 6:45 p.m.

**NEW BUSINESS –**

- Commissioner Hardee discussed music in the park for July. Due to current COVID-19 concerns, some activities are being cancelled. Before finalizing schedule with the band, South Mill Road Trip, we need to check with the County health department.
- Commissioner Hardee expressed concern with the condition of the Outlets – it's looking overgrown and doesn't seem to be maintained like it usually is. Appears to be about 11 empty

stores. Need to reach out and see what is going on and if town can assist in any way. Matt Reno suggested town could reach out and speak with the County economic director if needed.

- Budgets – President Willis motioned to adopt Ordinance 20-01 AN ORDINANCE OF THE TOWN OF QUEENSTOWN ADOPTING A GENERAL BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021 AND ESTABLISHING A CONSTANT YIELD TAX RATE OF .1867 PER \$100 OF ASSESSED REAL PROPERTY VALUE AND A TAX RATE OF .47 PER \$100 ON ALL COMMERCIAL OR BUSINESS PERSONAL PROPERTY AND PUBLIC UTILITIES; AND ALSO ADOPTING AN ENTERPRISE BUDGET FOR THE TOWN'S WATER AND SEWER OPERATIONS. Motion seconded by Commissioner Hardee. Vote: 2-aye, 0-nay
- Wheatland's Petition for Planned Development – submitted to the Town on June 17, 2020. If comfortable with what was proposed, Ms. Ryan advised the Commissioners can refer to the Planning Commission for concept approval. By submitting the petition, this opens up negotiations with the town for financing of infrastructure. Once concept approval is given, Mr. Waterman will go to the county and request an amendment to the County Master Water and Sewer Plan. Once the county amendment is approved, then the mast planning process will begin. President Willis motioned to refer the petition to the Planning Commission for concept approval. Motion seconded by Commissioner Hardee. Vote: 2-aye, 0-nay

**ATTORNEY UPDATES** – None

**PUBLIC COMMENT** – None

**CLOSED SESSION** – President Willis motioned to adjourn the meeting to enter into an executive session to discuss personnel matters at 8:51 p.m. Motion seconded by Commissioner Hardee. Vote 2-aye, 0-nay

President Willis motioned to reconvene the regular meeting at 9:04 p.m. Motion seconded by Commissioner Hardee. Vote 2-aye, 0-nay

President Willis motioned to adopt Resolution 20-102 — A RESOLUTION OF THE COMMISSIONERS OF QUEENSTOWN ADOPTING THE TOWN MANAGER JOB DESCRIPTION. Motion seconded by Commissioner Hardee. Vote 2-aye, 0-nay

President Willis motioned to adopt Resolution 20-103 - RESOLUTION 20-10 – A RESOLUTION OF THE COMMISSIONERS OF QUEENSTOWN ADOPTING THE TOWN CLERK/TREASURER JOB DESCRIPTION. Motion seconded by Commissioner Hardee. Vote 2-aye, 0-nay

There being no further business at this time, President Willis motioned to adjourn the regular meeting at 9:06 p.m. Motion seconded by Commissioner Hardee. Vote 2-aye, 0-nay

Respectfully submitted,



Amy W. Moore  
Town Manager/Clerk