

# QUEENSTOWN COMMISSIONERS

## January 27, 2021

**PRESENT:** President Tom Willis, Jr., Commissioner Al Hardee, Commissioner Bryon Callahan, Town Clerk Aaron Homey, Town Manager Amy Moore, Town Attorney Lyndsey Ryan

### REGULAR MEETING CALLED TO ORDER AT 7:02 PM

#### GUESTS

- **Paul Cain – Boat Slip concerns**

Mr. Cain discussed concerns with procedures and pricing regarding to the town boat slips. Thinks current rental fees are too low. Can rental fees be more for non-residents vs. residents? President Willis stated fees are determined during budget process and are set to cover maintenance costs at docks. Ms. Ryan stated fees can differ for residents vs. non-residents if for justified reasons and also stated towns may have differing methods of determining who is prioritized for slips- some give preference to watermen, etc. Mr. Cain also had concerns regarding condition of boats in certain slips, slips that are seemingly unused by the slipholders, and allowing others to use their slips. Ms. Moore stated the slip lease agreement does not require slips be occupied by a vessel for any certain period of time and may be used by others if the town is notified and processes followed. Condition of boats are determined at the discretion of the Town Manager. President Willis stated the Commissioners will review current slip contract/fees at a future worksession. Ms. Ryan will provide other local town's slip agreements for comparison.

- **Peter Dudley – Discussion on land for Fire Dept.**

Mr. Dudley was not present for the meeting.

- **Bob Rauch – Provide updates on the following topics.**

- Mr. Rauch stated he is looking into applying for an MDE grant for \$5,570,000 to replace the Town's sewer system. I&I investigations has let to conclusion that ultimate solution would be to replace sewer system pipes rather than attempting to line current pipes to address sewer line infiltration issues. Would like approval to apply for the grant- deadline to apply is end of January. Pres. Willis motion to apply for the MDE grant. Comm. Callahan second. VOTE: 3 aye – 0 nay.

- **Bid documents/specs for ramp/dock improvements**

Provided bid documents for dock work. Grant for dock work is for \$250,000.00. Estimated cost \$249,953.38. Work includes membrane sealing behind bulkheading, resurfacing, new piling caps, decking replacement, water service additions and adding 4 new slips. Next step would be to advertise for bids. Comm. Hardee motion to put bid documents out for advertisement for bids. Pres. Willis second. VOTE: 3 aye – 0 nay.

Provided bid documents for ramp work. Estimated cost \$31,000.00. Project would be at Town expense. Work includes new ramp concrete surfacing, regrading/expanding parking area. Concrete ramp upgrade portion would be \$12,000.00 approx. Ramp main concern at moment, other work could be addressed later if needed. If just doing ramp portion, bids may not be necessary, Ms. Ryan will verify. Would recommend purchasing concrete slab directly and having contractor install. Millings from dock work project will be used for parking area. Dock and ramp projects both require wetlands permits- should apply

for now. Pres. Willis motion to apply for wetlands permits for both projects.  
Comm. Callahan second. VOTE: 3 aye – 0 nay.

○ **Water tower/infrastructure project**

Discussed various scenarios for debt service rate decreases/increases depending on amount of allocation fees developers pay upfront (100%, 50%, etc.). Also discussed current rates for other towns in area. Current rate is \$8.34 per EDU. Water tower project budgeted at \$3.3 million with \$1.8 million as loan. 30% of project is related to bringing service to Wheatland property. Would like to discuss more with Ms. Moore and Ms. Ryan to provide detailed scenarios to Commissioners for use towards working on a developers agreement. Ms. Ryan will provide other developers agreements for reference. Also informed that USDA will allow including test well in engineering contract- would not have to bid out.

○ **Land survey of town open space at Queenstown Village**

Looked at areas of concern regarding flooding issues. Swail not located in Town open space area- entirely on private property. Berm not believed to be causing flooding issue. Water believed to be coming off street. Recommends blocking curb cut ditch directing water from the street towards the rear yards. Water should remain on street and be handled by current storm drains. Currently have blocked with sandbags to see if alleviates flooding issues. One drain located in rear space area. Lane Cole would like to dig to locate possible drainpipe in area of treeline to Del Rhodes. If found, further investigate with camera to see if blocked.

**PUBLIC WORKS – Amy Moore**

- Chris Ritch looking into new mowers for town for backup. Have one now plus older one that requires repairs. Comm. Callahan suggested no need to purchase new mower. Should look into cost of repairing current backup. If reasonable, repair and keep current older mower. Commissioners agree.
- Fencing at the Outlets Water Tower has been repaired in areas damaged by unknown vehicle. Will be powerwashing remaining old sections and making further repairs to weathered top boards and stain entire fence.
- Carl Bathon contacted Town regarding work done at Del Rhodes Ave. Bathon was hired by property owner to address concerns highlighted by the Town related to lateral smoke testing findings. Was unable to locate lateral after digging in area of concern, property owner wants Town to cover costs since no issue was found. Commissioners agree Town will cover cost of Bathon's work for property owner.
- Steve Roberson shut off 3 valves (@ bottom of Main, @ Charity, @ Melvin) during leak investigation on Main St. Water seen coming from curb on both sides of Main St in area. No water once valves turned off. No water when Main valve turned back on. Water seen when Charity and Melvin valves turned back on. No known lines running under Main St. in that area. Lane Cole suggests digging at spot of leak to investigate source. Will coordinate with Steve Roberson.
- Possibility of using a leak detector suggested to investigate issues. Commissioners do not believe one is needed at this time.
- Debris pile left over from stormwater pond cleaning at Queenstown Village has been removed. Will remove debris immediately in future instead of leaving in pile. Mr. Cole suggests installing cloth/riprap in Dudley area of drainage ditch for stormwater pond to prevent sediment and debris from field blocking the drainage ditch in future.
- DNR grant for shoreline cleanup/abandoned boat removal at dock area was not approved. DNR did send information on how to do boat removal with letter of grant denial.

## PLANNING –

- Planning Commission held special meeting to interview two candidates for vacancy and have recommended Geneva Rieu for the vacant position. Comm. Hardee motion to appoint Ms. Rieu to the Planning Commission. Comm. Callahan second. VOTE: 3 aye – 0 nay.

## FINANCE COMMITTEE –

- Ms. Moore provided the Town’s yearly audit documents to the Commissioners. Will have Finance Committee Chair Pat Bowell do an overview of the audit documents at the next Commissioner’s meeting.

## TOWN CLERK – Aaron Horney

- **Treasurers/Finance Report**
  - General Fund - \$301,325.57
  - Water/Sewer Fund - \$112,828.48
- **Minutes**
  - Nov. 18, 2020 Regular Meeting  
Comm. Hardee motion to accept. Comm. Callahan second. VOTE: 3 aye – 0 nay.
  - Dec. 16, 2020 Regular Meeting  
Comm. Hardee motion to accept. Comm. Callahan second. VOTE: 3 aye – 0 nay.
  - Jan. 13, 2021 Special Meeting  
Comm. Hardee motion to accept. Comm. Callahan second. VOTE: 3 aye – 0 nay.
- **Correspondence/Requests/Info – Sent and Received**
  - American Legion Unit #296 as part of Wreaths Across America is requesting donations towards their 2021 goal to place wreaths on over 6,000 graves at Eastern Shore Veterans Cemetery in December. Commissioners agree a good cause to support. Pres. Willis motion to donate \$1,000.00 to Wreaths Across America for their 2021 goal. Comm. Hardee second. VOTE: 3 aye – 0 nay.
  - QAC Commissioners will be meeting with all incorporated towns in the county to discuss Tax Set-Offs on March 23, 2021.

## TOWN MANAGER – Amy Moore

- Notice received from Atlantic Broadband- would like to renew their cable franchise agreement with the town. Current agreement expires November 2023. Will discuss with Ms. Bowell details on possible new agreement term negotiations.
- AT&T has proposed improvements to their equipment at the Wall St. water tower. Proposal has been reviewed by Town representative Hugh Odem and will be requesting additional rent from AT&T. Looking to get around \$800.00 rent increase after negotiations.
- QAC Sheriff’s Dept. provided call stats for Queenstown including 16 radar assignments in Town. From Oct. 1 through Jan. 25 Sheriff’s Dept. issued 11 traffic citations and 39 traffic warnings in Town. Have been conducting nighttime radar in Town as well.
- Christmas wreaths currently on sale from Mosca. Majority of wreaths town has are 20+ years old. Looking into replacement of current wreaths with new. Will get numbers for amount of wreaths needed to replace and possible additional wreaths.
- Maryland Boat Act Advisory Committee will be accepting requests for wake signage in the channel from Jan. 1 thru Apr. 15. Will work with Comm. Hardee to submit request for ‘no wake’ signs to be placed in the channel.

## OLD BUSINESS

- **I & I project**
- **Water Tower & Infrastructure project – Interim Financing**  
All Previously Discussed
- **Dudley Property – Acceptance of terms & Deed**  
Sale has been authorized by Commissioners. Ms. Ryan will be putting deed together before next meeting
- **Wheatland's Project**
  - **Petition for Planned Development – Waterman Family Limited Partnership**  
Planning commission had public hearing Jan. 13, some comments received.  
Comment period has been extended until Feb 5.
- **Speeding on Main St.**
- **Boat Ramp improvements**
- **Boat Landing parking and signage**
- **Town Dock projects**  
All Previously Discussed
- **RESOLUTION 20-107 – A RESOLUTION OF THE COMMISSIONERS OF QUEENSTOWN TO ADOPT FEE FOR PERMITS FOR USE OF THE TOWN BOAT RAMP (eligible for adoption)**  
Pres. Willis suggested waiting on a decision until further talks about any potential upgrades at the landing to determine appropriate fees for permits. Commissioners agree to defer decision on permit fees until further discussion/decisions made on potential boat ramp project upgrades. Will discuss more at future worksession.

## NEW BUSINESS

- **Appointment of President**  
Comm. Callahan motion to appoint Pres. Willis to continue as President of the Queenstown Commissioners. Comm. Hardee second. VOTE: 3 aye – 0 nay.

## ATTORNEY UPDATES – Lyndsey Ryan

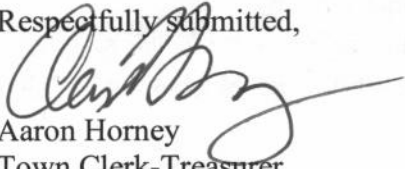
- No further updates.

## PUBLIC COMMENT

- Paul Cain inquired about the purpose of the fire siren in town especially during late hours. Is there a need when volunteers have pagers? Comm. Callahan stated it is useful in cases where pagers don't work or are not on a person. Also primary purpose is to alert public to be aware of volunteer vehicles going to the station and fire/rescue equipment leaving the station during emergencies.

There being no further business, President Willis motion to close the meeting at 9:56pm. Commissioner Callahan second. VOTE: 3 aye – 0 nay.

Respectfully submitted,

  
Aaron Horney  
Town Clerk-Treasurer