

QUEENSTOWN COMMISSIONERS

February 24, 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 7:00 PM

GUESTS

- **Sgt. Lowery – Queen Anne’s Sheriff Dept.**

Discussed calls for service/stats for Queenstown for 1/26/21 to present. 12 radar assignments conducted with 2 citations issued/9 warnings issued. Overall speeding issue appears to be down. Can arrange to have speed trailer set up at Town’s request. Commissioners would like trailer placed at entrance to town on MD 18.

PUBLIC WORKS – Amy Moore

- WWTP operator Greg Smith informed a recovery cleaning of the membranes will be needed within the next few weeks as regular maintenance. This will be the first recovery cleaning of the new membranes since they were installed.
- Steve Roberson found old water line under Main St. during leak investigation work. Line was not connected to system, was encased in concrete. Used flowable fill at both ends where digging to block off water.
- Received quote from John English for work in stormwater pond drainage ditch in the Dudley field property. Work is to remove debris collected in length of ditch and install erosion control basket to prevent further debris buildup. Cost estimated at \$5,500 or less. Ditch was last cleaned around 5 years ago- work will allow pond to function properly.
- Electrical issue with pump at WWTP. Chris Ritch working with R&D Electric to address.

PLANNING – Matt Reno

- Planning Commission discussed the findings of fact for the Wheatlands project and passed the resolution recommending the Wheatlands Master Plan after small changes were made to the plan regarding cottages placement near the park area. Plan will now go to the Commissioners for a public hearing. Commissioners Hardee & Callahan inquired about impact fees to the County and if there should be impact fees paid to Town for local fire department services, etc.
- Ms. Ryan stated these can be addressed in a developer’s agreement and need to begin working on an agreement for Wheatlands. Would like to schedule work session to discuss. Can discuss water tower issue as well. Work session will be scheduled for March 2 at 9am.

FINANCE COMMITTEE – Amy Moore

- Finance Committee Chair Pat Bowell completed and submitted information for the County tax set-off requests. Ms. Bowell, Ms. Moore and/or Mr. Horney will attend meeting with County officials to discuss on March 23. Ms. Bowell will also attend next Commissioners meeting to discuss the Town audit documents with the Commissioners.

TOWN CLERK – Aaron Horney

- **Treasurers/Finance Report**
 - General Fund - \$285,718.08
 - Water/Sewer Fund - \$113,019.76

- **Minutes**
 - Jan. 27, 2021 Regular Meeting
Pres. Willis motion to accept. Comm. Callahan second. VOTE: 3 aye – 0 nay.
- **Correspondence/Requests/Info – Sent and Received**
 - The MDTA will be holding public hearings on the Draft Environmental Impact Statement for the Bay Crossing Study on April 14, 15, 21 and 22.

TOWN MANAGER – Amy Moore

- Talked with Peter Dudley regarding possibility of putting fence on his property near property line with Queenstown Village residences. Mr. Dudley has concerns about how fence would affect his future use of the property. Comm. Callahan suggested fence can go on Town property to eliminate need to use Dudley property. Will discuss with Ms. Moore to show location details.
- AT&T agreed to an \$850/month tower rent increase after negotiations. Town representative Hugh Odom should have new agreement drafted and ready by next Commissioner's meeting.
- MML Summer Conference will be in person this year with cap of 400 people attending. Will be checking on topics offered before deciding if interested in attending. Registration will also include virtual conference as well.
- Slip rent contracts/fees and boat ramp fees previously discussed- should set up work session to discuss issues further. Will schedule work session for Feb. 26 at 1pm.
- Received prices for gutter work at Town Office above porch area. Replacement with half round gutter/downspouts came in at \$1400. Replacement with K-style gutter/no downspouts came in at \$495. Looking into price including downspout replacement. Pres. Willis suggests downspouts should be no more than around \$200 extra. *Pres. Willis motion to replace gutter/downspouts with K-style type gutters. Comm. Hardee second with stipulation cost of work does not exceed \$800 total. VOTE: 3 aye – 0 nay.*
- Discussed Christmas wreaths with Chris Ritch. Does not think any wreaths are in need of replacement at this time. Only if desire to add wreaths to amount we currently have.

OLD BUSINESS

- **I & I project**
Bob Rauch has submitted grant application to MDE for I&I replacement.
- **Water Tower & Infrastructure project – Interim Financing**
On hold until further decisions made pending upcoming worksession.
- **Dudley Property – Acceptance of terms & Deed**
Ms. Ryan received legal description for property. Dudley ok with description. Commission needs to authorize extension of purchase agreement. Commissioners agree to authorize extension. Ms. Ryan will contact title company.
- **Wheatland's Project**
 - **Petition for Planned Development – Waterman Family Limited Partnership**
Planning Commission has approved Master Development Plan and design guidelines. Commissioners now will need to schedule a public hearing on Master Plan/design guidelines. Will need to make findings of fact. Can discuss more during work session scheduled for Public Works agreement talks.
- **Speeding on Main St.**
Previously discussed by Sgt. Lowery.
- **Boat Ramp improvements**
Matt Reno provided comments regarding parking spaces on site plan to Rauch. Rauch currently reviewing comments.

- **Boat Landing parking and signage**
Previously discussed and signage ordered, ready to place.
- **Town Dock projects**
DNR will need to review bid documents prior to putting them out to bid. Ms. Moore will meet with DNR rep sometime in March to discuss.
- **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)**
Tabled pending scheduled work session to discuss boat slip contracts/fees and ramp fees.

NEW BUSINESS

- **ORDINANCE 21-01 – AN ORDINANCE OF THE COMMISSIONERS OF QUEENSTOWN APPROVING THE PLANNED DEVELOPMENT MASTER PLAN FOR WHEATLANDS SUBMITTED BY THE WATERMAN FAMILY LIMITED PARTNERSHIP ON OCTOBER 21, 2020 AND APPROVING THE WHEATLANDS CONCEPTUAL SITE PLAN AND ARCHITECTURAL GUIDELINES (eligible for introduction and public hearing scheduled)**
Pres. Willis motion to introduce Ordinance 21-01 and schedule a public hearing for March 24, 2021. Comm. Callahan second. VOTE: 3 aye – 0 nay.

ATTORNEY UPDATES – Lyndsey Ryan

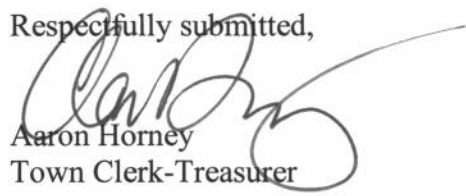
- No further updates.

PUBLIC COMMENT

- Paul Cain voiced concerns regarding boat slip rental procedures. Does not agree with the use of a rented slip by someone other than the slip renter. Ms. Moore stated practice is currently allowed under slip agreement with protocols followed. Also thinks current slip rates are too low at \$510 and should be raised closer to \$3,000. Ms. Moore stated current rates are established based on funding needs for slip maintenance and are sufficient for that purpose.
- Matt Reno agreed that slips should be for renters only and also expressed need for a true dock master to keep up with dock/ramp area as area could use some enforcement of rules and some clean up of area. Comm. Hardee informed these issues would be discussed during the scheduled boat slip/ramp work session.
- Matt Reno also inquired about semi-trailers using air brakes along US 301 in Queenstown. Are loud and are a nuisance particularly at night hours. Can ordinance be passed or signs be installed prohibiting use? Pres. Willis informed US 301 is not within town limits so ordinance would not apply to highway traffic. Ms. Moore will contact SHA to inquire if signs are an option.

There being no further business, President Willis motion to close the meeting at 8:17pm.
Commissioner Hardee second. VOTE: 3 aye – 0 nay.

Respectfully submitted,


Aaron Horney
Town Clerk-Treasurer