



THURMONT TOWN MEETING
APRIL 11, 2017 AT 7:00 P.M.
THURMONT MUNICIPAL OFFICE
MEETING ROOM

AGENDA TOPICS

- 1. PLEDGE OF ALLEGIANCE**
- 2. APPROVAL OF 4/4/17 TOWN MEETING MINUTES**
- 3. FY18 BUDGET WORKSHOP – ELECTRIC DEPT.**
- 4. COMMISSIONERS' COMMENTS**
 - a. Commissioner Buehrer**
 - b. Commissioner Hooper**
 - c. Commissioner Hamrick**
 - d. Commissioner Burns**
 - e. Mayor Kinnaird**
 - f. Jim Humerick**
- 5. PUBLIC COMMENTS**

UPCOMING MEETINGS/EVENTS:

- 4/12/17 – “AN INTRODUCTION TO THE ENEMY” – 7:00 PM AT CATOCTIN HIGH SCHOOL**
- 4/13/17 – BOARD OF APPEALS MEETING – 7:00 PM**
- 4/15/17 – BULK TRASH PICK UP**
- 4/15/17 – YARD WASTE DROP OFF – 8 AM – 12 PM**
- 4/14/17 – TOWN OFFICES CLOSED FOR GOOD FRIDAY**
- 4/19/17 – SPORTS, FUN & FITNESS DAY MEETING**
- 4/19/17 – POLICE COMMISSION MEETING – 6:30 PM**
- 4/22/17 – TREE PLANTING IN COMMUNITY PARK – 8:30 AM**
- 4/22/17 – BUSINESS SHOWCASE – THURMONT AMBULANCE EVENT COMPLEX – 11 AM – 3 PM**
- 4/23/17 – SPECIAL ACTIVITIES MEETING**
- 4/27/17 – PLANNING & ZONING COMMISSION MEETING – 7:00 PM**
- 4/29/17 – SHED EVENT – TPD – 8 AM – 12 PM**
- 6/11/17 – MEMORIAL PARK BAND CONCERT – SPIRES BRASS BAND 6 PM**
- 8/2017 – SPORTS, FUN & FITNESS DAY EVENT – EYLER ROAD PARK**

Minutes from April 11, 2017 Town Meeting

A Town Meeting of the Thurmont Board of Commissioners was held on Tuesday, April 11, 2017 at 7:00 p.m. The following were present: Mayor Kinnaird; Commissioners Buehrer, Hamrick and Burns; CAO, Jim Humerick; CFO, Linda Joyce; Superintendent of Public Works, Butch West; County Executive, Jan Gardner; Roger Wilson, Fred. Co. Government Affairs & Public Policy Director; Brandon Humerick, Viktor Kraenbring, Brian Seiss (Boy Scout Leader) and Boy Scouts Tanner Seiss and Daniel Dutrow. Commissioner Hooper was absent this evening.

Commissioner Buehrer led the Pledge of Allegiance.

Approval of 4/4/17 Town Meeting Minutes

Motion – Commissioner Hamrick said “I make the motion to approve the 4/7, excuse me, the 4/4/17 Town Meeting Minutes as they were presented.” Commissioner Buehrer seconded the motion.
Vote – 4-0-0, motion carried.

Mayor Kinnaird said this evening is a workshop for our Electric Department budget, but before we go into that we I see we just had a guest arrive and I would asked that you would allow me to adjust the agenda. I would like to introduce County Executive, Jan Gardner.

Ms. Gardner said I just wanted to come this evening to share some information and some good news with you. As you likely know I’m going to be introducing the County proposed budget on Thursday of this week at 11 a.m., you’re certainly invited to attend or to tune in, I know county government is just so very exciting. I think the budgets are really some of the most important things that we do, whether it’s municipality or the county. So, I did just want to share a little bit of a sneak preview of how the County budget will impact and benefit the Town of Thurmont. First of all for all of our municipalities thru our tax equity formula there is a funding increase for every single municipality in the County for tax equity. For people who may not know what that is, the County does provide a cash payment or in two incidences a reduction in the property tax rate in the Town for duplicate services, for services the Town provides instead of the County. And that insures that the tax payers and municipalities aren’t being double taxed. In Thurmont that increase is going to be 2.2% or about \$19,400 that will be included in the budget. In addition, I did have a request from the Town of Thurmont for additional money for the Thurmont Senior Center and I am going to add \$5,000 additional to support the Senior Center, which I know is important to all of you. And I also had a request from the Town to contribute to a capital project for a sidewalk along Moser Road and I am including \$100,000 in the County capital budget as a contribution towards that and we understand that that will be enough for the Town to help advance that project. This is a proposed budget of course, it will again be released officially on Thursday at 11 a.m. The County Council is holding a public hearing on the operating budget on April 18th in the evening at 7 p.m. and on April 24th they’re holding a hearing on the Board of Education portion of the budget. Then they have several workshops the week after and will decide what they want to do with the budget in May. They’re expected to adopt the budget by May 16th even though they have until May 31st to do that, but that’s kind of their time table. So, certainly you can weigh in on that if you’d like. I also want to make sure that you’re all aware and I believe you’ve all been invited to the official opening of the Roddy Road Covered Bridge, which is Monday the 17th at 3 p.m. We appreciate Mayor Kinnaird that you continue to post pictures of it on Facebook to keep all the residents here aware of how that project is

proceeding. So, with that that's all I really wanted to add, I know you have an exciting budget discussion about electricity and that's kind of unique to the Town, that's not part of the County budget at all and we do have a couple of lighting districts, but we don't spend much time talking about them. I think you're the only municipality in Frederick that provides electricity to your residents, so good luck with that.

Commissioner Burns said I want to say thanks for coming. I'll be honest with you, although we love to see Rogers face, nothing beats the County Executive showing up, talking to us, giving us the opportunity to ask questions, especially this time of year because you're about ready to present the budget to the County Council.

Commissioner Buehrer said I want to thank you because you know I've championed this Senior Center, caused a lot of heartache to some people, but I do appreciate the generosity and it's the right thing to do for our seniors in not only Thurmont but across the County and I know that you're experiencing a lot of challenges with Meals-on-Wheels and the need just keeps getting bigger. Credit to you and your Board you're meeting those needs. Ms. Gardner said I appreciate that. I have seen a presentation that the Department of Aging did about Meals-on-Wheels that they presented to the Commission on Aging and I've asked them to present that, which is really informational to the County Council and you may want to tune into that or we can send you a copy of that. We really are trying to meet the needs of all the seniors in our community. Meals-on-Wheels helps people stay in their homes and to be independent and for all of us who are aging we all think... you can ask anybody and they want to stay in their home as long as possible. Meals-on-Wheels is one program that helps people to do that, so we've been happy to expand that. You will see in my budget a discussion about the Seniors First Initiative. We do have a growing senior population, which is defined by the Federal Government as people over the age of sixty, defined by most people as people sixty-five or older, but there's different definitions. Our definition is sixty-five and older and that population is going to double in Frederick County over the next ten years, which is a bigger increase than the state or the nation, so we are planning for that. I think it presents us with opportunities, there's a lot of people, who I call younger active seniors, who have a lifetime of experience, who can volunteer in the community and help us solve problems and then we'll have a growing frail population that we'll need to take care of. So, we have put a plan in place and we'll implement it over years, because as you know, I don't know what your budget looks like, but our budget's gonna go up between 3 ½ & 4% and that's a little slower than last year and we're looking at what's gonna happen the following couple of years, if there's changes in the federal budget, if there's changes in the economy, so we try to be pretty prudent and conservative. The Commissioner said I think we see almost every day in the paper and you're familiar with the business that Wes and I are a part of, it called aging in place. We do not have enough senior facilities to accommodate if they don't, so we look at the need assessment and then you add a cost factor to it, it's enormous. Ms. Gardner said it is and the most effective thing we can do is support people stay in their home, that saves us money as well and I think that's important. Tax payers want us to save money, they want us to use every dollar wisely, and that is one way we can do that in terms of seniors.

Commissioner Hamrick said and that's attractive for baby boomers that are aging like you're saying, it's going to double the population. It's going to make Frederick County more attractive too, instead of going north of the border or heading south somewhere. Anything we can do that incentivizes them to stay and most of these people, like myself, want to stay in Frederick County it's our home. I do appreciate your generosity and we're open to receive more of your generosity. Ms. Gardner said I have

lots of people, like you, I usually have requests for about three times as much money as I have and people say how do you do that. Well, it's just what we do every year and we also, I want to assure you and everybody else, do probably what you do. We look at our existing budget and I cut thing out of the existing budget to fund things in the new budget, so it's not all from new money and that's what all of need to do all the time.

Commissioner Burns asked is your new budget proposal going to be constant yield's current or increase. Ms. Gardner said I'm going to propose maintaining the current tax rate. I don't know what you're doing in that regard. The Commissioner said the proposed budget is as constant yield.

Mayor Kinnaird said before you leave I want to thank you for several things, first of all thank you for the increase to the Seniors Center. I know they appreciate it, we certainly appreciate it. I know the entire Town appreciates the 2.2% increase in the tax equity, that's always welcome. And I want to especially thank you for the \$100,000 for the capital improvement of sidewalks. That's an amazing contribution to our residents and I thank you very much for that. And I'll say this before Monday, but thank you for returning the Roddy Road Covered Bridge. Ms. Gardner said we want to protect our pieces of history and the Roddy Road Bridge is certainly one of them. The Mayor said we're very fortunate that Frederick County is bound and determined to maintain our historic bridges and we appreciate it. Ms. Gardner added, we want to make sure nobody drives thru it and damages it again and I will say that most of that cost of repair was covered by the insurance from the truck that hit that. The Mayor said I was told about 80%. I also thank you for the improvements to the park out there, that'll make it a lot nicer out there for people who stop and the one down at Loy's Station is a very nice park. So, thank you very much for thinking about us in north county.

Commissioner Buehrer said we're gonna tell you too as we tell Roger, you are in the #1 municipality in Frederick County.

FY18 Budget Workshop – Electric Dept.

Mayor Kinnaird said we are going to do our budget workshop. Again the workshop session is a workshop for the Commissioners and Town Staff and we do not take public comment or input during the workshop, however at the end of the workshop we will have Commissioners Comments followed by public comments as normal. This evening we're reviewing our proposed electrical budget (see attached).

Ms. Joyce said this evening we're going to be reviewing electric fund budget draft for fiscal year 17/18, beginning with the revenues. As Ms. Joyce went over the proposed revenues and since we have consistently been coming in under budget Commissioner Burns said he would like to have another discussion to consider going back to the Public Service Commission to try to get a rate increase, after the budget process is over. Mr. Humerick mentioned that they were looking at having Downes Associates to do a cost analysis that would help when going to the PSC about a rate increase. After going over the revenues Ms. Joyce then went over the expenditures. The electric fund is our largest fund, it generates the most revenue and the most expenses. Next she went over the capital portion of the budget. There were discussions and questions throughout the review of the draft budget.

Commissioner Comments

Commissioner Buehrer:

- We have a swimmer, Remington Oland, at Catoctin High School and he was Frederick County Swimmer of the Year. What I think even makes this more outstanding is because Catoctin High School does not have a swimming pool. After several close calls at previous state meets, senior Remington Oland finally became the first Catoctin swimmer in program history to win the state title. Remington Oland hats off to you, you made yourself proud, you made your school proud, and you definitely made the Town of Thurmont proud.
- Reminder, the Thurmont Business Showcase is next Saturday, April 22nd from 11 a.m. – 3 p.m. at the Thurmont Ambulance Company.
- Main Street Matinees are every 2nd & 4th Saturday at 2 p.m. at the Main Street Center on Water Street. Saturday, April 22nd will be “Secretariat”.
- The Main Street Art & Wine Stroll will take place on Friday, May 12th from 6-8 p.m.
- The Farmers Market is not too far away, beginning on June 3rd at the Municipal Parking Lot.
- Ms. Gardner mentioned the ribbon cutting Monday, April 17th at 3 p.m. at Roddy Road Park. They have compost toilets and I think they would be perfect for Eyler Park. We could put two there and would look much better than those blue portable ones.

Commissioner Hamrick:

- Reminder, tomorrow evening is when Ed & Karen Schildt’s program is at the high school auditorium at 7 p.m., it’s called “An Introduction to the Enemy”. As a community we have felt very deeply the loss that we’ve experienced with a lot of overdose deaths in the norther part of the county. They are recommending on children under the age of 13 due to the subject matter.
- Reminder, Saturday, April 29th is the “Shred Event” that is sponsored by our Police Dept. and Woodsboro Bank. It will be held at the Police Dept. at 800 E. Main St. from 8 a.m. – noon. They are asking a limit of 5 boxes per vehicle and to bring a non-perishable food item for each box to be shredded to benefit the Thurmont Food Bank.
- The month of May is the “Blue Light” fundraiser to support our local fundraiser. If you are interested, like we’ve done with the breast cancer in October with the pink lights, it’s gonna be blue lights and it’s for the whole entire month of May. Hobbs’ and Ace Hardware here in Thurmont will have the light bulbs for your purchase.

Commissioner Burns:

- I know we went over general fund last week, I talked to a member of the Historical Society and I missed their presentation to the Town and they were telling me about all the things that they’re doing for the building and I think Mayor you mentioned when I got back that they were having problems with the building. I think we put some money in the budget to assist them in the building. The Mayor said I put a \$3,000 marker. The Commissioner said I would like to see that increased, here’s why, it’s the history of the Town of Thurmont, that building is the Historical Society and it’s crumbling and they have the potential to get a matching grant. The money is specifically geared towards the restoration of the building to shore it up and if it is a matching grant, then much like we give to the other civic organizations continually, I think it’s worthy to consider a significantly higher amount for a one-time donation to help them generate more revenue to match that, just for the building and we could specifically earmark it just for the

building. I would ask you to think about that and we can discuss it at the next round of budget. I think this one time, I don't think they've ever asked anything significantly from us and to me the building is worthy of consideration.

Jim Humerick:

- Had nothing this evening.

Mayor Kinnaird:

- Reminder, April is "Child Abuse Prevention Month", the Child Advocacy Center of Frederick County is sponsoring this month's recognition. Anything you can do to help prevent child abuse would be very greatly appreciated. Contact the CAC for information about what you can do if you see an issue, but speak up if you see a child that you think is in an abusive situation, let someone know about it and get some help for them.
- Friday I attended my first Rural Maryland Council Meeting in Annapolis and got a chance to speak to the Lt. Governor and the Comptroller and actually ran into Sen. Young and Sen. Huff out in the hallway. It was very interesting to get other communities views on what's going on as far as legislation goes, that impacts rural communities. One of the things they spent an inordinate amount of time on was craft breweries and craft wineries and craft distilleries, which are getting to be very popular not only in the state of Maryland, but everywhere. And I think you see it in Frederick County as a great example, right out here we have a winery that put a nice tasting room in. There's 3 or 4 new breweries in Frederick, there's the winery on Rt. 15 and they are also a distillery now. There has been legislation that was crafted evidently to benefit the parent company of Guinness, it's a Dutch firm, they are putting a brewery back in Maryland, the first one they've had in the United States in 25 or 30 years. And some of our local legislators realized what was going on and they enlisted the help of the Maryland Brewery and Distillers Association, which 5 years ago I think there were two members, now there's eighteen or nineteen member's state wide, so they came on board and asked for some changes. Some of the changes were incorporated and I think they're please with some of the changes that were in there, but when they sit down and talk about that one piece of legislation and they've been working on it now for the entire month, it's hard to think they could pass 900 bills in that same 90 day period. So, the legislators work very hard on our behalf down in Annapolis. It must be mind boggling some of the work that they do and I was talking to Sen. Huff and he asked why I had a blue beard, and his committee hears all the bills that affect child welfare and care in the state of Maryland and he said they sat through several hearings that were really heartbreaking to hear some of the stories that they were told. He said it was very powerful and he realizes it's a real issue that the state needs to help address. It was a very interesting day. I was appointed by the MML as the small municipality representative to the Rural Maryland Council. It was nice to get together with other small communities and listen to the issues that they have.

Public Comments

There were no public comments this evening.

Commissioner Burns said I did get in touch with Maryland Midland, it looks like they're receptive to it. The man is going to be in Maryland talking to the main guy in Maryland and they're playing phone tag

right now. And I'm hopeful that he'll say, yep, go for it, put your team together. I told him that we would have multiple colors and options to bring before the Mayor and Board for a final decision and then come to them and say this is what we want to do. I was pleasantly surprised he did apologize for not returning my call, he was on vacation and then he got swamped after, but I think he sounded like he was very receptive.

Motion – Mayor Kinnaird said “motion to adjourn”. Commissioner Buehrer said “so moved”. Commissioner Hamrick seconded the motion. Vote – 4-0-0, motion carried.

Without further discussion the meeting adjourned at 9:05 p.m.

Respectfully submitted,

A handwritten signature in dark ink, appearing to be 'Robin Clem', with a stylized, elongated 'R' and a horizontal stroke extending to the right.

Robin Clem
Recording Secretary

| Town of Thurmont Maryland | | | | | |
|--|----------------------------------|-------------------------------|-------------|-----------|-------------|
| Fiscal Year 17/18 Draft Budget | | | | | |
| For the Period July 1, 2017 to June 30, 2018 | | | | | |
| 03/24/2017 - First Draft | Electric Fund | Year To Date at 12/31/2016 | FY17 Budget | Variance | FY18 Budget |
| | | | | | |
| | Revenues | | | | |
| | Charges for Service | | | | |
| 09-410-00000-43100 | Residential Sales Class I | 187,420 | 372,325 | 184,905 | 379,766 |
| 09-410-00000-43140 | Commercial Sales | 321,921 | 659,753 | 337,832 | 668,578 |
| 09-410-00000-43160 | Industrial Sales | 375,356 | 744,013 | 368,657 | 766,820 |
| 09-410-00000-43170 | Outdoor Sales | 6,375 | 15,075 | 8,700 | 14,406 |
| 09-410-00000-43180 | Residential Sales Class 4 | 600,349 | 1,388,772 | 788,423 | 1,465,429 |
| 09-410-00000-43190 | Street Lighting | 14,650 | 29,062 | 14,412 | 29,220 |
| 09-410-00000-43210 | Discount on Electric Bill | 0 | 10,000 | 10,000 | 0 |
| 09-410-00000-43250 | Fuel Adjustment Cost | 1,401,340 | 3,226,599 | 1,825,259 | 2,756,700 |
| 09-410-43200 | Re-Connection Charges | 0 | 0 | 0 | 0 |
| | Total | 2,907,411 | 6,445,599 | 3,538,188 | 6,080,909 |
| | Charges for Building | | | | |
| 09-430-00000-43350 | Electric Permits | 0 | 4,000 | 4,000 | 0 |
| | Total | 0 | 4,000 | 4,000 | 0 |
| | Contract Work | | | | |
| 09-440-43400 | Income Contract Work | 1,685 | 0 | 1,685 | 0 |
| | Total | 1,685 | 0 | 1,685 | 0 |
| | Miscellaneous Revenue | | | | |
| 09-450-43520 | Cash Over Or Short | (43) | 0 | 43 | 0 |
| 09-450-43580 | Service Fees | 3,543 | 0 | (3,543) | 0 |
| 09-450-43530 | Interest Income -Savings | 302 | 1,500 | 1,198 | 1,500 |
| 09-450-43540 | Late Charges | 7,678 | 17,000 | 9,322 | 17,000 |
| 09-450-43600 | Miscellaneous Revenue | 0 | 0 | 0 | 0 |
| 09-450-43560 | Sales Tax Allowance | 423 | 0 | (423) | 500 |
| 09-450-44500-43551 | Sale of Assets | 0 | 0 | 0 | 0 |
| | Total | 11,903 | 18,500 | 6,597 | 19,000 |
| | Other Revenue | | | | |
| 09-490-00000-49999 | Use of Prior Year's Fund Balance | 0 | 0 | 0 | 0 |
| 09-490-00000-49997 | Due from General Fund | 0 | 0 | 0 | 0 |
| | Total | 0 | 0 | 0 | 0 |
| | Grants | | | | |
| 09-480-44800 | State Grants | 0 | 0 | 0 | 0 |
| 09-480-44830 | Federal Grants | 0 | 0 | 0 | 0 |
| | Total | 0 | 0 | 0 | 0 |
| | Total Revenues | 2,920,999 | 6,468,099 | 3,547,100 | 6,099,909 |

[illegible]

| | | | | | |
|--|----------------------------|-------------|----------|-------------|--|
| Town of Thurmont Maryland | | | | | |
| Fiscal Year 17/18 Draft Budget | | | | | |
| For the Period July 1, 2017 to June 30, 2018 | | | | | |
| 03/24/2017 - First Draft | Year To Date at 12/31/2016 | FY17 Budget | Variance | FY18 Budget | Notes |
| <u>Electric</u> | | | | | |
| <u>Capital Budget</u> | | | | | |
| <u>Capital Funding Sources</u> | | | | | |
| Operating budget | | | | 87,602 | |
| Capital Savings | | | | 305,000 | |
| Electric Loan | 0 | 0 | 0 | 215,000 | Bucket truck and F5 extension |
| Total Capital Funding | 0 | 0 | | 607,602 | |
| <u>Electric</u> | | | | | |
| <u>Capital Expenditures</u> | | | | | |
| 09-590-50100-54010 Construction in Progress | 59,497 | 25,000 | (34,497) | 823,000 | Relocate Main Street Sub, PW Building and F5 extension, F4 Continuation |
| 09-590-50100-54020 Capital Expenditures | 75,632 | 220,000 | 144,368 | 255,300 | Bucket truck, substation testing, trenching bucket, Winch pkg, Meters Inv. |
| 09-590-50100-54015 Depreciation Expense | 0 | 0 | 0 | 0 | |
| 09-590-50200-54005 Amortization Expense | 0 | 0 | 0 | 0 | |
| Total Capital Expenditures | 135,129 | 245,000 | | 1,078,300 | |
| Total Revenue over/under Expenditures | (238,484) | 427,793 | | (470,698) | |

Proposed Town of Thurmont Capital Improvement Schedule
FY 2018-2021

04/04/2017 Draft

ELECTRIC

| Category | Priority | Estimated Cost | Year End Balance at 6/30/2016 | Anticipated Fiscal Year 17 Unspent | New Fiscal Year 18 | Amount Approved FY18 | Fiscal Year 19 | Fiscal Year 20 | Fiscal Year 21 | Under / Over | Notes |
|---------------------------------------|----------|--------------------|-------------------------------|------------------------------------|--------------------|----------------------|-----------------|-----------------|-----------------|-----------------|--|
| Trimming Trees | | \$0 | \$0 | | | | | | | \$0 | Operating budget- annual maintenance item |
| Public Works Building | | \$75,000 | | \$75,000 | \$0 | \$75,000 | | | | \$0 | 1/2 of Total Cost -to be shared with Streets |
| Small Bucket Truck | | \$155,000 | \$75,000 | \$80,000 | \$0 | \$155,000 | | | | \$0 | Funded out of Electric Loan |
| Relocate Main St. Sub - Design & Eng. | | \$175,000 | \$50,000 | \$25,000 | \$25,000 | \$100,000 | \$25,000 | \$25,000 | \$25,000 | \$75,000 | |
| Moser Road Sub Station Testing | | \$22,000 | | | \$22,000 | \$22,000 | | | | \$0 | Downes and Associates |
| Main Street Sub Station Testing | | \$12,000 | | | \$12,000 | \$12,000 | | | | \$0 | Downes and Associates |
| Extension of F5 Circuit-Pryor Road | | \$60,000 | | | \$60,000 | \$60,000 | | | | \$0 | Can this be funded by Electric Loan |
| Continuation of F4 , Phase 2B & 2C | | \$588,000 | | | \$588,000 | \$588,000 | | | | \$0 | Partly funded by Current Loan |
| Plate Compactor and trenching bucket | | \$6,300 | | | \$6,300 | \$6,300 | | | | \$0 | For Bobcat - mini X |
| Meter Inventory | | \$38,000 | | | \$38,000 | \$38,000 | | | | \$0 | Radio read |
| Front bumper winch package | | \$21,303 | | | \$22,000 | \$22,000 | | | | (\$697) | For Derick Truck |
| SUBTOTAL | | \$1,152,603 | \$125,000 | \$180,000 | \$773,300 | \$1,078,300 | \$25,000 | \$25,000 | \$25,000 | \$74,303 | |