

TOWN MEETING

615 East Main Street
Thurmont, Maryland

7:00 P.M

OCTOBER 11, 2016

- 1. PLEDGE OF ALLEGIANCE**
- 2. APPROVAL OF 10/4/16 TOWN MEETING MINUTES**
- 3. APPROVAL OF ETHICS COMMISSION MEMBERS AND SWEARING IN CEREMONY**
- 4. DISCUSSION / DECISION – EXTENSION OF CURRENT MOWING CONTRACT**
- 5. WORKSHOP SESSION – PROPOSED CHANGES TO ELECTRIC SERVICE TARIFF AND ELECTRICAL SYSTEM STUDY**
- 6. COMMISSIONERS' COMMENTS**
 - a. Commissioner Buehrer**
 - b. Commissioner Hooper**
 - c. Commissioner Hamrick**
 - d. Commissioner Burns**
 - e. Mayor Kinnaird**
 - f. Jim Humerick**
- 7. PUBLIC COMMENTS**

UPCOMING MEETINGS/EVENTS:

10/15/16 – YARD WASTE DROP OFF

10/15/16 – BULK TRASH PICK-UP

10/15/16 – THURMONT BUSINESS SHOWCASE – AMERICAN LEGION

10/22/16 – THURMONT THINK PINK 5K – EYLER ROAD PARK

10/27 & 28TH – SPECIAL ACTIVITIES HALLOWEEN DECORATING CONTEST JUDGING

10/27/16 – PLANNING & ZONING COMMISSION MEETING

10/29/16 – HALLOWEEN IN THE PARK EVENT (DECORATING CONTEST WINNERS ANNOUNCED)

11/12/16 – YARD WASTE DROP OFF

11/12/16 – MUNICIPAL GOVERNMENT WORKS MONTH OPEN HOUSE

11/--/16 – PLANNING & ZONING COMMISSION MEETING (TBD)

11/29/16 – TOWN MEETING – THURMONT THINK PINK PRESENTATION

Minutes from October 11, 2016 Town Meeting

A Town Meeting of the Thurmont Board of Commissioners was held on Tuesday, October 11, 2016 at 7:00 p.m. The following were present: Mayor Kinnaird; Commissioners Buehrer, Hooper, Hamrick and Burns; CAO, Jim Humerick; Sr. Administrative Assistant, Becky Long; Public Works Superintendent, Butch West; Electric Dept. Supervisor, Gary Hodges; George Owens, Tim Shaver and Dave Downes (Downes Associates), Samantha Hogan (FNP), Viktor Kraenbring, Jim Wilkins, Carrie Stafford and son.

Commissioner Buehrer led the Pledge of Allegiance.

Approval of 10/4/16 Town Meeting Minutes

Motion – Commissioner Hamrick said “I’ll make the motion to approve the 10/4/16 Town Meeting Minutes as written.” Commissioner Buehrer seconded the motion. Vote – 3-0-2, motion carried. Commissioner Hooper and Burns abstained since they were absent at the 10/4/16 meeting.

Approval of Ethics Commission Members and Swearing in Ceremony

Mayor Kinnaird stated that we have two candidates that have applied to be on our Ethics Commission. Mr. Humerick said there are two vacancies, one full-time and one alternate. The Mayor read the letters from the two applicants (see attached). After reading the letters the Board each wrote down their vote, #1 for full-time member and #2 for alternate member and Mr. Humerick tallied the votes. Mr. Humerick said there were five votes for Ms. Bean as the full-time position and five votes for Mr. Vaught as the alternate position. Mayor Kinnaird thanked Teresa and Timothy for applying for positions on the Ethics Board and we look forward to their service to the community and we’ll invite them in to a future meeting for swearing in.

Discussion/Decision – Extension of Current Mowing Contract

Butch West stated that we are in our third year of our mowing contract, which is an option year, they can refuse it or accept it and we can do the same. The Mayor asked if they were doing excellent work as they had in the past. Mr. West replied very good work and I’m recommending we keep them. The cost is the same as the first two years, \$44,000 and they have accepted the option.

Motion – Commissioner Hooper said “I make a motion that we renew the contract for the third year with the current provider.” Commissioner Burns seconded the motion. Commissioner Burns said that’s Flo’s Lawn Care and it’s for \$44,000. Commissioner Buehrer commented I personally think they’ve done an exceptional job throughout the entire community and I want to remind the community too that they have not increased their prices and do an awesome job and their personnel are very very respectful. Vote – 5-0-0, motion carried. (copy of signed proposal attached)

Workshop Session – Proposed Changes to Electric Service Tariff and Electrical System Study

Mayor Kinnaird stated that during our workshop session we do not take public comment, you’re welcome to stay around until the end of the meeting when we will have public comment, but during this part of our meeting the only interaction is between the BOC and the gentlemen sitting before us.

Mr. Humerick said tonight we are going to be talking about the proposed electric system service study that our electrical engineers Downes Associates have done for us and also talking about some rate filing

information and the Electric Service Tariff. He then introduced Mr. George Owens and Mr. Tim Shaver from Downes Associates.

Mr. Owens said when last we were able to be with you Tim and I reviewed months ago the goals and preliminary reviews that we had performed for the city, for the community on the electrical system and then subsequently we completed the system study and submitted that to you all for comment and then finally final submission many weeks ago. What we desire to do tonight, since we're in the midst of moving forward with a number of projects is to review the highlights of the systems study results that have turned into now the operational plan for the community. As we discussed many many weeks ago, reliability was always a key factor in our study, because the reliability of the system turns out to affect a lot of things. It's not only the life and safety of the community, it's the outage time and response time when problems do occur, which are brought on by weather, traffic accidents and any number of things. Then that response time is affected a lot by the reliability profile of the whole system and that comes down in many respects to the ability to back feed or cross feed areas of vulnerability, so if they're redundant access points to bring power into a region it really speeds things up for the electrical department in getting response to the problems and getting power restored. It also minimizes danger to the operating personnel and the public. A lot of what was talked about in the study had to do with a number of what we called choke points or reliability shortfalls in the system as a whole. The system as whole is a very strong system, but what we did find were a number of areas where these redundant access paths were not available and so we highlighted that and we want to talk about that tonight. Mr. Owens then went over the handout of the Proposed Electrical System Improvements and Recommended Order of Project Priority while showing a map of the areas on the display screen (see attached). Project I, Segment 7 the installation of new circuit F4 primary underground through Catoctin Heights, Phase II-A is actually out for bids, the preconstruction meeting was held and the bids are due on the 27th of October, so we hope to soon award that segment and that construction then follow in the rest of the fall and the early winter. I will point out the nice benefit here with the ability of your own crews, this will be a combination of contractor help and your own Town Crews, so you'll be saving money and speeding up the process by the combination of the two working together. A number of these projects will work out that way. The second piece Sandy Spring Lane and coming up by the railroad and coming into the rear of the Catoctin Heights area is under design right now, so these things are moving in good sequence and we thought if we could get that one out to bid fairly soon it would easily follow in the spring after the completion of the northern piece and then the third piece, which is in the middle, will all be underground and what we hope to do is afford ourselves of the ability to directional bore quite a bit of this and we'd rather have the drier times of the year to do this. These three pieces will result in the completion of the loop all the way from the High School all the way back around to the center part of the community and we'll now have a full loop feed redundant system and we should have this done by this time next year. We were looking for things we could strike fast and get done and also within the budget of the monies you've already set aside. Mr. Shaver added that it is important to note that the improvements that will be completed through these first three phases not only provide redundancy for to the High School and the Catoctin Heights development, but the whole northwest region of Town, which is very important.

Mr. Owens then continued, recently in the Orchards area something happened this summer and it turned out to be a problem of much greater consequence and difficulty than was ever anticipated. In the residential area some underground failed and it turned out to be a similar situation to what

happened years ago in part of Catoctin Heights and finding it was difficult. When the Crew found it, it turned out to be very aged conductor, a very aged wire, it had been in there for a long time with evidence that corrosion and other things are taking their toll. It was difficult to find and it resulted in a very lengthy outage that was not foreseen. Some extraordinary effort was done by the Town Crew who had to run some conductor on the surface of the ground for a temporary to get things hooked back up. And all of a sudden it brought to our attention something that we had further down in the stack when we originally did the study, that's something you've got to play real-time, once you get into these things you will sometimes learn some things which weren't evident in the beginning and we had no idea how aged and weaker that conductor was. So, it pointed out the fact that that problem probably is endemic to the whole region on the old orchard property as well as the shopping center. We don't really have a backup in this area and it highlighted the fact that we really need to move as quickly as possible on getting another 3-phase system into this area and start replacing some of these old conductors, because the problem could end up being in the shopping center someday because of aged conductors. So, what this meant was we decided to come back tonight and recommend that after those first three pieces are done in the Catoctin Heights, High School area that we move up in the stack the Project V, Segment 13 and hold Eyler Road back and propose that this would be begun in the design of it basically a year from now. I wanted to explain why we moved this up. We originally were thinking of concentrating all efforts for the next couple of years in the northern area of the community, because there's so much load at risk in that area, you not only have the High School and all of those developments, you have a lot of industrial area that's along Apples Church Road. If we did the Eyler Road improvement and next did the Apples Church Road reconductoring, now you have another loop path into the northern area of the community and virtually now we have surrounded the northern area of the community with very solid conductor, but it will take a couple of years to get there. Mr. Owens continued on with the rest of the proposed improvements which are important, but with less work involved, except for the last page which lists projects that will be "messy". Projects I, II, III & IV are all slated to be performed in 2017 for the amount of money you have in the bank at present. The next sheet shows a summary of the proposed projects, their probable cost and anticipated construction start dates. There were questions and discussions throughout the presentation.

Mr. Humerick said our next speaker is David Downes of Downes Associates and he is going to talk about the money portion. Mr. Downes said I was thinking as George and Tim were talking and this interaction was going back and forth in all the years we've been associated with them it's always been about providing better, it's always been about the customer, it's always been about the citizen and it is hard to get this time with this many officials and this is really a wonderful thing that's happened here tonight. I appreciate it and I'm sure the citizens do as well. On the financial side there are three things I'm going to go over and I'm going to try to do it very quickly. I'm going to go back to 2010, in 2010 the Town filed for an electric rate increase with the Maryland Public Service Commission. The Town's rate increases are typically, the last three we've done over the last fifteen years, have been net rate reductions. So, we try to time when we go to ask for more money at the time when our wholesale power supply cost is going down, so that the net bill that the customer sees is the same or less and it's typically been less. We thought that was a wonderful thing, I think the staff at the commission thought it was a wonderful thing, but the Office of Peoples Council wasn't satisfied. So, the last time we went to the commission in 2010 and the order was signed in May 2011 the Office of Peoples Council stood firm on the next time the Town came to the commission to change our electric rates we had to do a cost of service study. I pushed back as much as I could and it's not that it's so wrong it's just that it's so time consuming. It's a

big job and did we feel that our electric rates between our various customer classes really needed that kind of major overhaul? But, to get the process done the Town went into that stipulation, so we have that in front of us. We know that down the road we're going to need another financing instrument and we're going to have to go back to the commission at that time and take that to the commission. There will be a number of parties in that next hearing and they will have a lot of different agendas and they are going to change the way our electric rates are, how they're constructed, what they do, they are going to take socioeconomic issues, non-economic issues into consideration and what we don't want to have happen is to go in and find that there's a subset of our customers that get dramatically increased rates. So, how do we deal with this? Our plan right now is we're going to ask for a very small rate increase in December. As soon as the audit report comes out this year we're going to finish putting together that filing, we'll bring it back to you before it's filed, then it'll be filed to the Maryland Public Service Commission with the cost of service study. So, it'll be a small rate increase, we think it will be less than 3%, 3% or less is what our goal is with the cost of service study, which will change our electric rates, we'll have that requirement discharged now before the summer of 2017. Yes, it's a few more dollars for the Town to pay for some of the things we need, some of the improvements that we need. The big deal is we have this cost of service requirement executed and off the table. What will happen in 2017 is you are going to come to the point where you need the financing to be put in place. The Town has looked a number of different financing options, there are several that I think are very attractive out there to choose from, interest rates are about the best that they've been in the last thirty years or so, so it probably is the right time as well. But, when they put that financing into place, at least by this time next year, the dust is going to settle, we also have a new power supply contract that's being negotiated that will become effective in June of next summer. We're hoping, there's no way of telling right now, we have some indicative pricing information and we're hoping that our power supply cost will go down slightly. When we look at the larger wholesale power market we see that that's a possibility, but with the three suppliers that are still in contention right now it still has to play out. We're hoping we'll have a small rate reduction next June, which would be just about the time where this small increase that we're going to be filing for in December where the two will meet. So, we're hoping that next summer basically nothing will happen except for what the cost of service rates are, but in terms of total cost to customers will be just about a non-issue, that's our hope, that's what we're shooting for. Now, in Maryland there's a process that has been legislated for the five municipal electrics that exist in Maryland. This is a process called a "Make Whole" filing, so what happens then we complete this process in 2017, we do our financing in 2017, this "Make Whole" filing allows us to go back to the commission after one year, but before the end of three years and to take whatever the cost of that financing is and apply it to our rates without having to go through an entire adjudication process at the commission. So, as you look at your finances in 2018 and 2019, you can set that magnitude, whatever that is, it could be a small amount or it could be a larger amount to cover the whole debt service if you will and take it back to the commission in a streamlined process. This process is only available to the five municipal electric and it's only because you have local jurisdiction over your rates, it's not available to the investor utilities in the state. So, that's the kind of three step process it is to get the rate increase filed now as small as we can make it, get the cost of service requirement discharged and completed, have those implemented in our retail rates, whatever comes out of that process, have that done probably in April/May/June time period and have it effective and that's just about the time period when our wholesale power supply cost new contract goes into place, so those will kind of synchronize, then that stops the clock on this activity, starts the clock on the "Make Whole" process and then sometime in either the very end of 2018 or in

2019 or 2020 or even early 2021, during that period of time you have a time period where you can exercise this "Make Whole" process that's available to you. I don't have anything for you to make a decision on tonight, just to know that in about sixty days we're going to come back to you with a filing. You'll get to look at it, what the magnitude is, what the cost of service study that we put together, what comes out of it and you'll have that information and you'll give us authorization then, direction to file it and then we'll have to go before the Maryland Public Service Commission and we'll see what opinions they have. Commissioner Burns said the last time we went before them, maybe it was in 2010 where we got the \$2 million dollar loan, we didn't have enough debt, so we had to go get a loan for \$2 million dollars and put it in the bank and we didn't have anything to spend it on yet, just so that we could try to be proactive. We really didn't want a rate increase, but we wanted to maintain the system, so they said basically with your debt to income ratio you guys should be able to afford it as is. So, they wouldn't allow us to actually raise the rate to pay for it without going into debt, so that's where the \$2 million dollars came in. Mr. Downes said it does defy common sense to some degree on how much you're penalized when you pay as you go, if you don't use debt. There was some discussion over deciding what percentage the increase should be. Mr. Downes said what I should have said was I am going to come back and tell you what I think the maximum is we could support now going to the commission, the way the rules are, but that decision will be local. We went so many years without any rate increases and the problem is you are a victim of your own success, because your rates are so low your percentages look high. Mr. Owens said you are also victimized by the state, because the Public Service Commission rules about cost of service adjustments. Is one rate class "subsidizing" in their mind another rate class and they make an across the board decision, which takes it out of your hands. The other one is called the Office of Peoples Council, they come in and have a completely different agenda to protect citizens from themselves. I just wanted to emphasize this, that Dave and I have suffered a lot of scars at times trying to fight for logic, when no logic prevails. We're not trying to paint a bad picture, but that's why David was gun shy to say let's go in for a 10% rate increase, because you all could easily justify it, but if they start jostling rates around it could make it look bad. It's a learn as we go process and there's nothing we could do adjudicate ourselves out of it, we have to go submit ourselves to it.

Mr. Downes stated that about four years ago we started the process of cleaning up the rules and regulations of the Electric Department, it had not been addressed since 1984 and there were a number of things that had changed at the Maryland Public Service Commission and the Maryland Law that needed to be incorporated into that document. There were actually things that had been lost at the Maryland Commission, in their official filing, they didn't exist. There were things we needed to bring into compliance, there were some schedules missing, things changed on termination notices and processes, a whole list of things that accumulated over thirty years (see attached list). We did a comprehensive review and the result is this clean version of what we would like to have filed at the Maryland Commission, it for the most part are the rules that we operate under, but in order to get it we had to take the old one and red line it and you can see the difference in weight and heft. Before this would be filed at the Maryland Commission to become the official document to replace what they have at the commission now your Town Attorney sent this more than 18 months ago to Maryland Public Service Commission Staff Attorney and asked for comments. I don't know that any utility in the state has gone through such a comprehensive thing where you're changing everything all at once, a lot of times it's done a few pages at a time if you update, but you can't nibble thirty years away quickly and we've heard nothing from that Staff Attorney and we're not going to hear anything, so it has gone into a black hole. My suggestion is that the Town go ahead and file this. I don't know what the process will be

at the commission, I'm hoping that it will end up with an administrative approval, meaning there's not hearings on it, because all we're really trying to do is to make sure that everything here complies with Maryland Law and with COMAR and with the regulations of the commission. After this does get approved, adjudicated if it needs to be, but approved then it will be probably every year or two, every time the legislative session ends we just need to keep it fresh. So, my recommendation is we just start the process at the commission and it may go quickly, it may go into somebody at the commission and just stay there for another year, but I think we need to update what we have and we've got a document to start that process. Mayor Kinnaird said I think I would recommend going ahead and taking the action that you recommend.

Commissioner Comments

Commissioner Buehrer:

- Reminder, this Saturday, October 15th from 11 a.m. until 3 p.m. the Thurmont Business Showcase at the American Legion.
- Saturday, October 22nd is the "Think Pink" 5K run, which is going to be held at Eyler Road Park. Remember the cause, even if you don't want to participate come out and be a cheerleader and you can donate also.
- October 29th is Halloween in the Park.
- Friday, November 18th is the Holiday Art & Wine Stroll in Main Street.
- Saturday, November 26th Small Business Saturday. Small Business makes up America. The fabric of Thurmont is Small Business.
- Right around the corner is Christmas in Thurmont, December 3rd.
- Colorfest, we had a great weekend. I'd be remiss if I wouldn't mention Lori Kaas, Butch and his guys they get compliments because they do a great job, but they're people we see, Lori is the one who takes care of all the permits and she's the one that sees that the money is collected and she's a big cog in this wheel that makes it all happen and puts in a lot of time, so hats off to her for another great job. Again, Lori thank you for what you do and making sure these funds are collected.

Commissioner Hooper:

- Please remember that this is the month of October and it is Breast Cancer Awareness. For the past couple of years we've done "Think Pink" and it keeps getting better and we've made more money each year for the fund and we definitely don't want to let Middletown beat us this year. We have the pinwheels, light bulbs and quite a few town businesses are involved and hopefully we'll be able to raise more than the \$10,000 that we did last year.
- Halloween Decorating Contest is sponsored by the Special Activities Committee and judging will be October 27th & 28th, first prize is \$75, second prize is \$50 and third prize is \$25
- Halloween in the Park will be Saturday, October 29th and will begin at 6 p.m., the rain date is Saturday, November 5th. Admission is \$2 per person plus a canned food donation, this is all to benefit the local Food Bank. Parking will be available across from the Criswell Chevrolet lot and that will be marked.

- I want to make a comment about the comments that people were making about the police operation at Burger King, more than 80% said it was a waste of time, I'm sorry, but if they had known going into that project what they were going to come out with, but you don't know. They could have come out with a kilo of heroin, they didn't know, they did their job and we should support them in the job they're doing. When they go out and try to find the cause for the drug problems we have and then people say it wasn't worth it, there the same people who say what are you doing? So, they're doing something. When people say it was a waste of time that's just ridiculous.
- The "Mayor" of Graceham, Timmy Bentz asked me if I would announce their upcoming Turkey and Oyster Dinner. It will be held October 28th from 3 p.m. – 7 p.m. and October 29th from 1 p.m. – 6 p.m. at Graceham Moravian Church.

Mayor Kinnaird stated that he wanted to correct the Commissioner, there was a recent FNP poll that asked about the same issue with the police raid and 52% said it was a waste of time and 44% said they want any good chance to crackdown on any drug sales.

Commissioner Hamrick:

- Trinity UCC will be having their annual Veteran's Day celebration on Sunday, November 6th at 11 a.m. They will have guest speaker Pastor Dale Williams, retired US Navy. Also, Sheriff Chuck Jenkins, AMVETS, American Legion, some of us Commissioners and special musicians. There will be a dinner afterwards and the public is invited. If you are interested in attending the dinner please RSVP by November 1st to the church at 301-271-2305.

Commissioner Burns:

- Colorfest was great, it was great to get out there and walk and see the crowds and some of my colleagues were out there.
- I became a grandfather last week.
- The gentleman's name in the FNP was Mr. Jacobs, his email is johnj21703@verizon.net. The Commissioner read a little draft of what he plans on sending him concerning his response to the drug issue. And I just thank him for not living in this community, because we are blessed that he's not. I appreciate and applaud the efforts of the Thurmont Police Department, this Board and the community at-large for taking a stand in any way we can to help this terrible, terrible epidemic.

Jim Humerick:

- I'd like to echo some of what the Commissioners said about the Colorfest this past weekend, especially the efforts of the Public Works Department and the Police Department. I'm a rookie compared to some of the folks on the Staff here, but this certainly was the smoothest Colorfest operations I've seen with getting everyone out of Town and getting all of the trash picked up. Congratulations to all of our Staff out there working hard thru the weekend.
- Starting tomorrow our Public Works Crew we will be moving the gazebo out of the square and will hopefully have it replaced next week.
- We also have the asphalt installation starting tomorrow at the Moser Road Bridge. It will be a couple day process of getting the base in, then the top coat.

- Eyler Road field #2 is progressing very rapidly. We hope to have all of the cut and fill done this week, seeded hopefully next week and hopefully have a good germination before the frost comes and have a great additional playing surface there next year for our youth sports and the residents in the Town.

Commissioner Burns said I do want to thank Gary Hodges, Head of our Electric Utility, this guy is the one that keeps the electric on and when it's down he gets it back up. Him and his Crew have done a fantastic job, everybody always says what a great job and great utility that we have and we're hardly ever down. We had a Tippin Drive incident and under the circumstances was done very well, but I appreciate your work, you're doing a great job and keep it up. Mayor Kinnaird said I echo those sentiments Gary, you're doing a good job.

Mayor Kinnaird:

- Reminder, Thursday, October 13th there will be a Congressional District 8 Candidates Forum for North Frederick County sponsored by the Thurmont Lions Club at the Thurmont Middle School. The program starts at 7 p.m., but they asked that everyone to please arrive by 6:45 p.m. to get settled so they can start on time. Parking is in the lot off of Summit Avenue. In attendance will be Republican Candidate Dan Cox, Democratic Candidate Jamie Raskin, Green Party Candidate Nancy Wallace and Libertarian Candidate Jasen Wunder.
- Early voting for the 2016 Presidential General Election starts Thursday, October 27th through Thursday, November 3rd and that includes Saturday October 29th and Sunday October 30th from 8 a.m. until 8 p.m. and General Election Day is November 8th. You can vote in Thurmont at the Thurmont Regional Library located at 76 E. Moser Road.
- To echo everybody else's comments, I think Colorfest went great, Saturday morning was a little bit soggy, but it surprised me how many people were out. I think it's very indicative of the fact that if people are going to come and buy stuff, they'll come and buy stuff regardless of what the weather is like. The ones that didn't show up were the tire kickers and they showed up on Sunday. We had our days reversed, it's usually Saturday is the biggest day and Sunday is the lower day, but this year Saturday was the lower day and Sunday was by far one of the best Sunday's we've seen in a long time.
- I also want to thank the Town Staff, they did a great job. They spend a week putting up signs and banners and took them all down in a couple of days. At 6 p.m. on Sunday afternoon there were still some tents up, but by 7 or 8 a.m. Monday morning if you didn't look at the tents you would never have known that anything happened in Thurmont, all the signs were down, the streets were cleaned and all the trash was removed, so our Staff did a fantastic job. Our Police Department was out there patrolling the streets and had a couple of small incidents, but overall after having 60,000 people in Town you expect some kind of issues, but there were no major issues, I think the ambulance made one call for the weekend. And I look forward to next Colorfest, I always do look forward to Colorfest.
- "Think Pink" come out to the 5K Run, even if you don't run, register. I'm going to drive, I'm going to drive Commissioner Burns around in his pink tootoo..... (lol) But, come on out and support everything that's going on in Town that helps the Patty Hurwitz Breast Cancer Fund.

Public Comments

Jim Wilkins, 1 Ironmaster Ct., it's wonderful that our Officials support our Police, because there are municipalities that do not have any police, we're in a structure where we can have police. I don't care if it's one ounce or 20 pounds, you got some dope off the street and I really feel that we really need the citizens and everyone, support your Police here. If you see something, neighborhood watch or whatever it might be, call the police, they want you to call them. You see them on the street and you think something is going on, don't hesitate to waive them down, they'll be glad to talk to you. And the people that say that drug situation is very insignificant, why don't you go knock on the door to a parent or family that's been devastated by drugs, tell that to a mother that loves her child and sees that child on drugs and what it does to the family. So, if we can get one person off drugs it's well worth all the money the officials spend on the police. Support them, communicate with them, it's something you will probably never eradicate. On the right-hand people say it's okay to have this, it's legal, you've got places in this country it's legal. Let me tell you something folks, it may be legal to smoke a cigarette, but that gets more involved, the next step is more drugs, the next step is the utopia of drugs, it'll never stop. Anyone that believes you need to legalize drugs to make society better, go down to Frederick, go down to Washington, see the deterioration of the very fabric of society that you have because of drugs. Thank you gentleman, thank you for supporting the police, I support them.

Mayor Kinnaird said just a couple things I wanted to add, this Saturday the 15th will be the yard waste drop off, also on the 15th is bulk trash pickup. If you have any bulk items, I recommend you call the Town Office and make sure whether you need an additional sticker, there is a limit to what you can have picked up, if there are additional items you need to purchase additional stickers for that. And I want to give everybody a little heads up that on November 12th we are going to have a Municipal Government Works Open House here at the Town Hall. We'll have some of our equipment out here, you'll get a chance to look at our new electric truck, our new waste water high pressure truck we just got. All the elected officials I'm assuming will all be here. Come on down and take a tour through the building, look at the equipment and talk to us, if you've got complaints or compliments we're happy to listen to them and discuss them with you.

Motion – Mayor Kinnaird said "I'll entertain a motion to adjourn." Commissioner Buehrer said "so moved". Commissioner Hooper seconded the motion. Vote – 5-0-0, motion carried.

Without further discussion the meeting adjourned at 9:00 p.m.

Respectfully submitted,



Robin Clem
Recording Secretary

Dear Mr. Humerick,

I understand that there is an opening on the Ethics Commission for the Town of Thurmont. I am interested in applying for the position as a town resident and local attorney. Currently, I am a full time Professor of Law and Criminal Justice at Hood College but I am also a practicing trial attorney with the law firm of Rolle & DeLorenzo in Frederick. My 25+ years of training and experience with drafting, analyzing, and applying laws and codes will hopefully prove to be invaluable to the Commission. Kindly let me know if you need any additional information.

Thank you for your consideration.

Teresa Bean

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The Honorable Mayor

And Board of Commissioners

Of The City of Thurmont, MD

Dear Sirs,

I am writing you in regards to the current vacancy on the Public Ethics Commission. Specify, I am writing you for you to please consider me for filling the vacancy. I will give you a brief history of myself and my reasons as to why you should consider me for this position. I am a twenty six year old, I have lived 6 of those years in Thurmont, before that I lived in Pasadena, MD outside of Baltimore. I moved here with my parents. I am the son of retired Baltimore City Police Office and a Catholic school teacher. I with my family are lifelong Catholics. I was a Boy Scout, and earned the Rank of Eagle Scout. I was also a Baltimore City Police Explorer, which is a career training program offered through the Boy Scouts. After I aged out of the Boy Scout program, I was an adult leader in a Venter Scout crew, and police Explorer post. Before moving to Thurmont I was a volunteer firefighter and EMT-B in Anne Arundel County. I responded to calls on our ambulance, squad, and engine. Currently I am a Membership Officer for Patriot Federal Credit Union. Throughout my life I have been in leadership roles and had ethics instilled in me from a very young age. I believe that my past and current activities make me very qualified for this vacancy. If you look through my record with the police department, you will find a few speeding tickets. I am putting this in here in full disclosure of my past, but I have kept my nose clean and have not had any issues in almost a year. I am requesting that you please consider me for this position, and thank you.

Sincerely,

Timothy M. Vaught

A handwritten signature in black ink, appearing to read 'Timothy M. Vaught', with a long horizontal flourish extending to the right.

Proposal for Mowing Of Parks For Thurmont MD 21788

For option year 2017

THIS AGREEMENT, made this 12TH day of OCTOBER, 2016 by and between Flo's Lawn Care Inc. hereinafter called the contractor and the Commissioners of Thurmont hereinafter called the owner.

Flo's Lawn Care Inc. accepts the contract for the option year 2017 to be executed from April 1, 2017 thru October 15, 2017 for a lump sum bid of:

IN FIGURES: \$44,000.00

IN WORDS Forty Four Thousand dollars and no cents

Payment to the contractor shall be made in seven equal monthly payments for each month of contract term. All work is subject to the direction of the Thurmont Department of Public Works.

Attest:

Contractor

Attest:

Representative for

Commissioners of Thurmont

**PROPOSED ELECTRICAL SYSTEM IMPROVEMENTS
AND RECOMMENDED ORDER OF PROJECT PRIORITY**

Project I

Segment 7

**Installation of New Circuit F4 Primary Underground Through Catoctin Heights,
Phase II-A**

Circuit F4

Length: Aerial 500' Underground 1000'

Description:

Construct a new overhead 600 amp circuit towards Catoctin Heights development from the H-frame on the Catoctin High School property. At the veterinarian's property, transition to underground and extend 600 amp underground circuit to the proposed switchgear located on Rouzer Lane. Install new 200 amp feed into Catoctin Heights development as well as make up new single phase primary to existing transformer behind town homes as well as a new single phase feed to a proposed reverse riser located along Sabillasville Road. The scope of work also requires the rework of secondary services along Sabillasville Road. Much of the proposed underground work will be installed by way of horizontal directional drilling.

Benefit:

This project significantly upgrades existing three phase circuit to Catoctin Heights development. Initial phase of construction to construct a F4 circuit tie between to radial segments. When completed, will provide circuit backup for F4 circuit load including Catoctin Heights and Catoctin High School as well as Emmittsburg Road once all phases of construction associated with the F4 Circuit Tie project are completed.

Estimated Construction, Engineering, and Contract Administration Cost:

Total: \$312,000

Project II

Segment 8

**Construction of New Circuit F4 Aerial Extension Along Sandy Spring Lane and
Across US Route 15, Phase II-B**

Circuit F4

Length: Aerial 2800' Underground 200'

Description:

Upgrade existing three phase circuit along Sandy Spring Lane from Church Street to Route 15 crossing. Extend new aerial three phase circuit to Vista Court to provide backup to Catoctin Heights and the F4 circuit. Install new 600 amp underground circuit along Vista Lane to proposed switchgear cabinet location. Extend 200 amp underground to existing three phase sectionalizing cabinet at the corner of Vista Lane and Rouzer Lane.

Benefit:

Improves circuit ampacity along Sandy Spring Lane and provides circuit backup for F4 circuit load including Catoctin Heights and Catoctin High School. When completed, will provide circuit backup for F4 circuit load including Catoctin Heights and Catoctin High

School as well as Emmittsburg Road once all phases of construction associated with the F4 Circuit Tie project are completed.

Estimated Construction, Engineering, and Contract Administration Cost:
Total: \$378,000

Project III

Segment 9

Installation of New Circuit F4 Primary Underground Through Catoctin Heights, Phase II-C

Circuit F4

Length: Aerial 2750'

Description:

Construct new 600 amp underground circuit tie through the Catoctin Heights development. Provides F4 circuit tie Upgrade existing three phase circuit along Sandy Spring Lane from Church Street to Route 15 crossing. Extend three phase circuit to Vista Court to provide backup to Catoctin Heights and the F4 circuit.

Benefit:

When completed, will provide circuit backup for F4 circuit load including Catoctin Heights and Catoctin High School as well as Emmittsburg Road once all phases of construction associated with the F4 Circuit Tie project are completed.

Estimated Construction, Engineering, and Contract Administration Cost:
Total: \$210,000

Project IV

Segment 12

System Wide Gang Operated Air Break Switch Evaluation, Rebuild, and Additions

Description:

Each existing gang operated air break switch on the electric distribution system needs to be exercised to determine if the switch is presently functional and is capable of operating per its intended use.

Benefit:

Provides confidence the switches on the system will function when needed and also adds switches at specific locations on the distribution system to better manage the system when needed.

Estimated Construction, Engineering, and Contract Administration Cost:
Total: \$240,000

Project V

Segment 13

Extension of Circuit F5 Along W. Moser Road and Across US Route 15 to Gateway Drive East

Length: Aerial 1250' Underground 1250'

Description:

Extend existing F5 circuit along W. Moser Road across Route 15 to Gateway Drive East. Transition to underground and extend to existing PMH Switchgear near intersection of Sunhigh Drive and Tippin Drive.

Benefit:

Provides direct backup of Orchard Hill Development and the F5 and F6 circuit that serves this area.

Estimated Construction, Engineering, and Contract Administration Cost:

Total: \$240,000

Project VI

Segment 19

Extension of Circuit F5 Along Pryor Road

Length: Aerial 800' Underground 300'

Description:

Install new single phase and neutral circuit along Pryor Road.

Benefit:

Provides single phase back up to portions of F5 and F6 circuits.

Estimated Construction, Engineering, and Contract Administration Cost:

Total: \$60,000

Project VII

Segment 10

Installation of New Circuit F3 Aerial Extension Along Eyler Road

Length: Aerial 3300'

Description:

Upgrade existing single phase circuit to three phase circuit along Eyler Road from Apples Church Road to Emmitsburg Road.

Benefit:

Provides circuit backup for F3 and F4 circuits that serves this area.

Estimated Construction, Engineering, and Contract Administration Cost:
Total: \$276,000

Project VIII

Segment 11

Upgrade Existing Circuit F3 Along Apples Church Road

Length: Aerial 1800'

Description:

Rebuild existing circuit along Apples Church Road from Carroll Street to Eyler Road to upgrade poles and conductor.

Benefit:

Provides circuit ampacity requirements suitable for backup use to the F4 circuit when needed.

Estimated Construction, Engineering, and Contract Administration Cost:
Total: \$126,000

Project IX

Segment 14

Installation of New Circuits F4 and F5 Interconnection

Length: Aerial 200'

Description:

Install new primary conductor between existing dead-end structures and create new tie point for the F4 and F5 circuits as well as a new gang operated air break switch at this tie point location.

Benefit:

Provides circuit backup between the F4 and F5 circuits.

Estimated Construction, Engineering, and Contract Administration Cost:
Total: \$48,000

Project X

Segment 18

Installation of New Circuits F2 and F3 Interconnection Along Woodland Avenue

Length: Aerial 550'

Description:

Install new three phase and neutral circuit between Summit Ave and Blue Ridge Avenue along Woodland Avenue.

Benefit:

Provides circuit backup between the F2 and F3 circuits that serves this area.

Estimated Construction, Engineering, and Contract Administration Cost:

Total: \$54,000

Project XI

Segment 15

Installation of New Circuits F2 and F3 Interconnection

Length: Underground 550'

Description:

Install single phase underground primary between overhead circuits to provide a backup feed to the East End development.

Benefit:

Provides circuit backup for East End development electric customers that presently are served from a radial feed off of the F2 circuit and F3 circuits.

Estimated Construction, Engineering, and Contract Administration Cost:

Total: \$30,000

Project XII

Segment 16

Installation of New Circuits F2 and F3 Interconnection

Length: Underground 250'

Description:

Install single phase underground primary between existing underground circuits to provide a backup feed to the East End development.

Benefit:

Provides circuit backup for East End development electric customers that presently are served from a radial feed off of the F2 and F3 circuits.

Estimated Construction, Engineering, and Contract Administration Cost:

Total: \$24,000

Project XIII

Segment 17

Installation of New Circuits F2 and F3 Interconnection

Length: Underground 280'

Description:

Install single phase underground primary between existing underground circuits to provide a backup feed to the East End development.



Benefit:

Provides circuit backup for East End development electric customers that presently are served from a radial feed off of the F2 and F3 circuits.

Estimated Construction, Engineering, and Contract Administration Cost:

Total: \$24,000

Project XIV

Segment 20

Extension of Circuit F2 Along Bennett Drive

Length: Underground 200'

Description:

Install new underground single phase tie between existing radial ends and create open point at existing single phase sectionalizing cabinet located on Bennett Drive.

Benefit:

Provides single phase back up to both underground primary segments within Bennett Estates by closing the loop and creating the open point at the existing single phase sectionalizing cabinet.

Estimated Construction, Engineering, and Contract Administration Cost:

Total: \$24,000

Project XV

Segment 23

Thurmont Garden Apartments Transformer Replacement

Description:

Upgrade existing transformer locations away from buildings to reduce possible injury to residents. Relocate all transformers to end of buildings and install new secondary to the existing transformer location where a below grade secondary conductor hand-hole is to be installed flush with existing patio floor.

Benefit:

Reduces town liability as a result of personal injury.

Estimated Construction, Engineering, and Contract Administration Cost:

Total: \$90,000

Project XVI

Segment 21

Catoctin Heights Subdivision Primary and Secondary Underground Replacement

Description:

Upgrade existing development underground primary and secondary conductors. Relocate all electric infrastructure from rear property line to street side. Will require significant modifications to existing electric service entrance conductors.

Benefit:

Improves reliability by replacing aged infrastructure.

Estimated Construction, Engineering, and Contract Administration Cost:

Total: \$432,000

Project XVII

Segment 22

East End Subdivision Primary and Secondary Underground Replacement

Description:

Upgrade existing development underground primary and secondary conductors. Relocate all electric infrastructure from rear property line to street side. Will require significant modifications to existing electric service entrance conductors.

Benefit:

Improves reliability by replacing aged infrastructure.

Estimated Construction, Engineering, and Contract Administration Cost:

Total: \$420,000

Project XVIII

Segment 24

Future Main Street Substation Replacement

Description:

Within a ten-year timeframe, the equipment of the Main Street Substation will require replacement. This will include a new three-phase power transformer, circuit breakers, switches, structures, protective relay control system, and control building. The lack of necessary expansion space at the Main Street location will probably necessitate the relocation of the Main Street Substation to a new location.

Benefit:

Presently, the Main Street Substation serves as a critical backup for the Moser Road Substation in the event of a loss of one of the two existing power transformers at Moser Road. Because of anticipated system load growth and the age of the equipment of the Main Street Substation, this should be accomplished by 2026.

Estimated Construction, Engineering, and Contract Administration Cost:

Total: \$5,000,000



TOWN OF THURMONT
PROPOSED ELECTRICAL SYSTEM IMPROVEMENTS
AND RECOMMENDED ORDER OF PROJECT PRIORITY

SUMMARY

Project	Segment #	Description	Opinion of Probable Cost	Anticipated Construction Start Date
I	7	Installation of New Circuit F4 Primary Underground Through Catoctin Heights, Phase II-A	\$312,000	4th/2016
II	8	Construction of New Circuit F4 Aerial Extension Along Sandy Spring Lane and Across US Route 15, Phase II-B	\$378,000	2nd/2017
III	9	Installation of New Circuit F4 Primary Underground Through Catoctin Heights, Phase II-C	\$210,000	3rd/2017
IV	12	System Wide Gang Operated Air Break Switch Evaluation, Rebuild, and Additions	\$240,000	4th/2017
V	19	Extension of Circuit F5 Along Pryor Road	\$60,000	2017
VI	13	Extension of Circuit F5 Along W. Moser Road and Across US Route 15 to Gateway Drive East	\$240,000	4th/2017
VII	10	Installation of New Circuit F3 Aerial Extension Along Eyler Road	\$276,000	2nd/2018
VIII	11	Upgrade Existing Circuit F3 Along Apples Church Road	\$126,000	3rd/2018
IX	14	Installation of New Circuits F4 and F5 Interconnection	\$48,000	4th/2018
X	18	Installation of New Circuits F2 and F3 Interconnection Along Woodland Avenue	\$54,000	4th/2018
XI	15	Installation of New Circuits F2 and F3 Interconnection	\$30,000	2018
XII	16	Installation of New Circuits F2 and F3 Interconnection	\$24,000	2019
XIII	17	Installation of New Circuits F2 and F3 Interconnection	\$24,000	2019
XIV	20	Extension of Circuit F2 Along Bennett Drive	\$24,000	2019
XV	23	Thurmont Garden Apartments Transformer Replacement	\$90,000	2023
XVI	21	Catoctin Heights Subdivision Primary and Secondary Underground Replacement	\$432,000	2020-2021
XVII	22	East End Subdivision Primary and Secondary Underground Replacement	\$420,000	2022-2023
XVIII	24	Future Main Street Substation Replacement	\$5,000,000	2026
			\$7,988,000	

Town of Thurmont

Council workshop
October 11, 2016

System Improvements and Modernization
System Reliability & Growth

Items concurrent:

- Retail rate increase filing November/December 2016, provides for
 - Cost of Service stipulation in Order No. 84073 in Case No. 9247 (May 13, 2011)
 - Includes minor retail rate increase along with retail rate maintenance
 - Filing once FYE 2016 audit report received
 - Should conclude in late winter or spring 2017
- This 2016 filing will provide the basis for the 2017 Bond financing
 - Financing bond sale by fall of 2017 or winter of 2017/2018 twelve months from now)
 - 2017 Bond sale perhaps through CDA
 - 2017 Bond magnitude \$1.0 - \$1.5 M
- In 2018/2019 a “Make Whole” filing at MPSC reflecting bond financing

Town of Thurmont
Primary Updates and Revisions to
Current Electric Service Tariff

- **Reason for Filing:** A comprehensive review and update of the electric service tariff had not been performed for at least 30 years (1984)
- **Updated and revised the terms and conditions required to comply with the Code of Md (COMAR). Primarily focuses on new/revised protections for customers:**
 - *Company right to discontinue service (20.31.02.04)*
 - *Termination process notices, responsibilities, & restrictions (20.31.02.05)*
 - *Billing adjustment of charges (20.50.04.05)*
- **Addition and expansion of tariff sections to provide additional detail and specificity of Thurmont policies and procedures**
 - *Clarify prompt payment discount*
 - *Establishing and re-establishing credit for application for service*
 - *Updated Rules and Regulations for Meter and Service Installation*
- **Inclusion of Maryland Public Service Commission approved riders and tariff pages not included in the current tariff**
 - *Missing Outdoor Lighting Schedule Original Sheet No. 28 from 1996 rate filing*
 - *Removed dated USP schedules (2001 and 2002) and replace with current rider*
- **Reorganization of rules and regulations to improve convenience and ease of use**
 - *Move all definitions to a single location*
 - *Move late payment section from every rate page to a single location under R&R*
 - *Move payment plan section from every rate page to a single location under R&R*
 - *Move prompt payment discount out of R&R and only to Power Service*
- **Removed dated sections to conform with current electric utility industry practices**
 - *Use of Other Services*
 - *Emergency Adjustments*
 - *Rent of Equipment*
- **Editorial “clean-up” such as consistent use of terms and references, spelling corrections, use of defined terms, page numbering, form and formatting, etc.**
 - *Change all references to “his”, “her”, etc. to “Customer”*
 - *Change references of “it” and “we” to “Company”*
 - *Removed Mayor’s signature requirement on each Tariff page for efficiency*
 - *Removed “This Electric Service Tariff Supersedes P.S.C. MD. No. 6 together with all supplements” and started over with all “Original sheets” numbering*