

Kitzmiller Mayor and Town Council
Monthly Meeting

Date: July 26, 2021

Time: 7pm

Location: Town Office

In Attendance: Robbie Reckart, Katie Lucas, Theresa Harvey, Sharon Anderson, Diane Nye-Paugh

Meeting called to order by Robbie at 7:04pm

Open with prayer

Pledge to the flag

Approval of minutes from June 2021

- Sharon motion to accept the minutes from June 2021, Diane 2nd, 3-0.

Recognized Guest: Rita Lambka, Josh Hook, Diane Kisner, Tom Vose

- Rita-nothing
- Josh- here is anyone had any question and to tell us he enjoyed Kitzmiller Homecoming very much
- Tom- Works on the committee with Sarah Myers for the coins that we are designing for Garrett County 150th anniversary, just wondering if we came up with any. Robbie said we planned to vote on it tonight. The Republican is now digital on the web. Also trying to open the Library in Kitzmiller up more.
- Diane- Outdoor reading club "What we are reading book" group. Bring a chair every Monday from 3-4pm starting August 2nd. Homecoming event she had 32 people come into the library and do activities or look at the Kitzy High yearbook that was digital. Also so many people asked about getting a copy of it so they are working on getting some made up for sale.

Grants:

- USDA- everything was submitted just waiting to hear something back
- Community Legacy- Robbie sent all the pictures in and just waiting to hear back of what we could get for new sidewalks.
- Garrett Co Commissioners- turned everything in just waiting.

Old Business:

- ARP- still waiting for the money. And guidelines are changing everyday with the money
- Oak st- Katie put a work order in for it so waiting to see if they come down.
- Lights in Park- Katie put a work order in just waiting.
- John Hesse- Hedges were cutting before sending out the letter. But the pine tree was not so Katie will call and let him know to please take care of that.
- Jamie's Grass- cut before sending letter out
- Park St Pothole- Katie called about it and they put a work order in

- Hanlin Park- guys cut down the grass but still needs to power wash it. Also, Council members said that if so all the playground equipment needs it along with gazebo and benches. Diane Kisner asked if they could power wash the sign that sit in front of the former Kitzmiller School Building.

New Business:

- Budget- Katie adjusted the budget to add in the paving.
 - Diane motion to accept this new budget again for FY 21/22, Sharon 2nd, 3-0.

Theresa mentioned if we can change the budget now can we change it to add something in for little league? Diane Nye-Paugh offered that the Kitzmiller After School Program will split their \$750 that the town gives to them this year FY 21/22 with the Little League. That would be \$375 apiece.

- Sharon motion to accept Diane Nye-Paugh offer to split the \$750 the Town gives to the Kitzmiller After School program with Little League this fiscal year 2021/2022, Theresa 2nd, 3-0.
- Homecoming- was great, we made new suggestion for next year and about starting a Homecoming Committee in the fall of this year. We need to start booking things in the fall and start thinking about the town doing something in the evening in case we don't have the Empowerment Group there to do something. Kona Ice will be sending us a check this week with 20% of what he made during the homecoming. Still waiting on that and Cheryl Nesselrodt to pay for her vendor spot. Rita brought up about maybe the town investing into a generator to help save from blowing breakers in the school. It is something we will be looking into. D's Eats had an electric car that he was able to run his credit card machine off and, they sold out and plan to come back next year. Janice Ray Band was another success. Next year we may be able to get some bigger fireworks, Josh Hook suggested talking to the County Commissioners they may have some more money by then to give away for events.
- Newsletter will be going out on August 9th deadline to have anything in it is August 6th this will be for August September and October
- Fall Social and Trick or Treat- Fall Social will be on Saturday October 30th from 5:30-8pm and Trick or Treat will be Friday Night October 29th from 6-8pm Also call to have a cop down and to ask again that no ATV or Side by Sides be on the roads.
- Coins- Garrett County's 150th anniversary is next year, and the commissioners have asked that each town come up with a design for a coin. Corey Steiniger came up with two ideas for us and we decided to pick the coal miner and donkey pulling the coal cart across the railroad tracks.
- Well Connections Meeting- Diane went to the meeting for the Town. Diane went over some of the meeting topics. Basketball hops at the school, quote to move play equipment from behind the school the to front, swings with new chains, roof on the pavilion, announcement sign. With the sign we need to move fast on it since this close soon. Also, must get ahold of the State Highway to see how far off the road it legally has to be and how big we want it and where. There will be a local food delivery starting, ordering online on Wednesday, Thursdays will be delivered, they can text you a reminder for this,

asking the library to maybe help the elderly out with learning how to work the computers, and need to spend \$600 for food/snacks for meetings. Project ends October 31, 2021.

Mayor and Town Council:

- Sharon- nothing
- Diane- burn permit? (go by county burn permit or agreement), Have we looked at Theresa Rock wall? Robbie said he tried to call the guy again and no call back yet. Complaint box? Nothing on it yet. Someone came to me and asked that we hang a hook in the park for pinatas so no one has to tie things to the trees there. Talking with people and teens to see what we can do in the community for them. Teenage kids said something about doing an open kick ball night or basketball night. Robbie said that's fine, but you need someone to set it up and take responsibility for everyone and everything. Maybe having each organization doing it once a month or something. Friday nights. Tom Vose mentioned Video game night he would be interested in setting up. Horseshoe pits are in bad shape. Can we get them fixed up?
- Theresa- weeds behind the school in the After School Garden are bad. Diane said she takes responsibility for that since that is her doing, she needs to take care of it. Tammy Whitacre came to her and told her that her driveway has a big hole in it and when Billy takes his car in and out that it hits down every time. She called the State Roads since the last time they came and did stuff that's where it got messed up from and they said the Town must take care of it. Robbie said he will be calling someone about that. Also, Barb's car is there anything we can do for that. Katie and Robbie, both looked it up and it's on Tammy Property, so she needs to be the one to tell Barb not to park there is she does not want her to. People parking in the road.

Rita brought up if we were going to do anything for Mike Brady since he was on Council for so long? Robbie said the MML is going to present him into the hall of frame for being a council member for the town for so long.

- Robbie- read and email from Judy Carbon if any council members is interested in going you have an email with the details.

Sharon motion to adjourn the meeting at 8:35pm, Theresa 2nd, 3-0.

Notes from Well Connected Communities meeting, Tuesday, July 20, 2021

Project ends October 31, 2021 need to spend money

Goals for the meeting

1. Meeting doesn't last all night
2. Spend Economic Community Grant – around \$15,000

Yoder got a grant for Feasibility Study

Basketball hoops, nets and paint lines

Quote to move play equipment from behind school to the playground.

Swings with chains

Roof for Pavilion

Announcement Sign – need location and decision on type of sign.

3. Ready to Start Local Food Delivery

Order by Wednesday

Thursday delivery 5:00

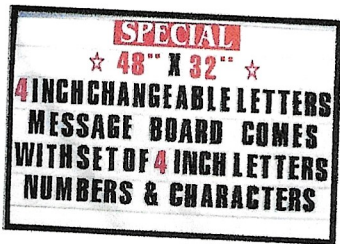
New – they have a system to text to remind to order and pick up

Asking Library to help older residents with online ordering

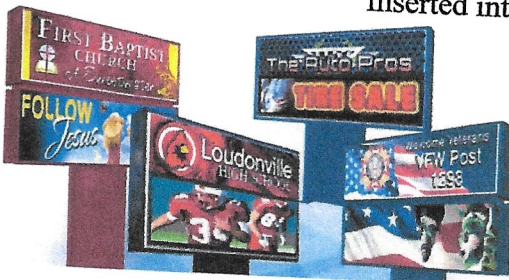
Need to spend \$600 that is allotted for food or snacks for meetings

Will give away fruit and fruit basket at Home Coming

Give money to Lions Club to fund the cost of the Vegetable Soup they sell at Fair. Will contact Robert Reckart to donate money



Inserted into a wooden sign maybe, or electric



memo

Garrett County Government Engineering

To: Mayor Robbie Reckart
From: Dwight Emory, P.E., County Engineer
Date: August 11, 2021
Re: Town of Kitzmiller: Various Issues

The following is a summary of issues you and I visited today, please review and let me know if there are any corrections required.

Item No.1: Church and Third Street Drainage Issue.

Proposed repair is to install a drop inlet at low point on east side of Third street and connect to existing stormwater inlet at the corner of Third and Church. Request that the Town have the utilities marked in this area and notify the county when marked so county can survey locations and grades so a plan can be created for construction. Expect completion in 30 days from notification that utilities have been marked.

Item No. 2: Union Street Bridge.

Sidewalk failure on the bridge necessitated the placement of concrete barriers to guide traffic away from failure area. Due to the span of the bridge the County can place the bridge on the County's bridge inspection inventory. The county will have the bridge inspected and rated and repair recommendations with cost estimate report prepared. A copy will be provided to the Town. County's current bridge inspection cycle just began August 1st, inspection will be completed within next 60-75 days as this bridge will be added to current cycle. Report will follow. Any immediate repairs that effect vehicular traffic are reported within 24 hours of inspection.

Item No. 3: Oak Street drainage and roadway improvement (widening).

This will require survey work and watershed analysis for inlet and pipe sizing. County will put this on our fall field work schedule when the leaves and vegetation have fallen. Based upon the field survey a scope of work will be developed along with an estimate. Information will be sent to the town. Work or funding is undetermined currently.

Item No. 4: Alley R – drainage issues.

This will be included in the Oak Street field work.

Item No.5: Retaining wall on south side of Alley H.

Site will be inspected in the fall when a better view of the extent and adjacent areas are more visible. A scope of work will be produced with repair recommendation.

Item No. 6: Spring street Retaining wall repair.

To be addressed in same manner as Item No. 5

Kitzmiller Mayor and Town Council
Monthly Meeting
August 2021

Phone Vote: August 12, 2021

Diane Nye-Paugh motion to write out two separate checks for Toby Upton (1) Sick leave and (2) vacation time that remained since his tragic accident that took his life August 9, 2020. Rebecca 2nd the motion, 4-0.

Date: August 23, 2021

Time: 7pm

Location: Town Office

In Attendance: Robbie Reckart, Katie Lucas, Sharon Anderson, Rebecca Glotfelty, Diane Nye-Paugh, Theresa Harvey (Zoom Call)

Meeting called to order at 7:02pm

Open with prayer

Pledge to the flag

Approval of minutes from July 2021

- Sharon motion to accept minutes from July 2021, Rebecca 2nd, 4-0.

Recognized Guest: Nancy Brady, Rita Lambka, Office Zach Virts, Diane Kisner, Michael Heckmer

- Zach- read over the police report for July and August. Diane asked about fireworks in town. Also, about the noise complaints after hours.
- Diane Kisner- new hours for the library are to start on Monday August 30th with adding 10 more hours weekly. Katie has flyers up and so does Diane Kisner. Summer Reading club has 28 members. Bird Watching had 22 members. Photo albums at the school that were not written in with people's names. Diane is going to send some picture to Katie to put on Facebook to see if anyone knows anyone. Library board meeting will be September 9th at 5pm all are welcome, and the Steam club has changed now to every 4th Wednesday.
- Rita- grass needs cut at the turn coming into Kitzmiller.
- Michael- The road is washing away behind his house, (last house in the ally).
- Nancy- Is having to close the Thrift shop that she just opened less than a month ago because the fire marshal told her that she could not have it in an education code building. She did make 3 donations to 3 different churches. What money is left after she is done; she is going to donate it to the town. Tuesday and Thursday will be \$1 days to try and get rid of the stuff she has left. Theresa suggested the little room there at the Coal Bucket, but it is full of refrigerators and coolers that Barb uses to store stuff. Diane Nye-Paugh said she would give Nancy and them until the week of (August 20-September 4) to get their stuff out so she can start setting back up for After School, Theresa asked if Diane could use the Gym until they got their stuff out, she said that was fine but she would have to at

least have the bulletin boards up in the class room incase anyone came around to do inspections.

Grants:

- USDA -same waiting to hear back
- Community Legacy- same waiting to hear back
- Garrett Co Commissioners- same waiting to hear back

Old Business:

- Lights in the park, Katie will call again and put another work order in.
- Park st hole was fixed, need to check 3rd st and state st still
- Power washing was done, Hanlin Park, Gaz boo, benches, George and Jackie Park, pavilion, school sign, school ramps, gazebo behind school.
- Coin- submitted
- Well connection- Diane had no new update waiting for a phone call
- Hook in park for pinata- Katie will be getting Tuesday when she goes to town.
- Weeds behind the school were taken care of by Diane Nye-Paugh

New Business:

- ARP- half the money is in the bank now. We will be able to make donations to nonprofit's in town would just have to write up a letter and have them sign it, storms drains, employee bonuses for working during the pandemic.
- State St Gank Resident letter was sent out for all the junk cars they have in their yard. Now it's a waiting game to see what happens.
- Code Enforcement- added an article to the trash debris and rubbish ordinance. The town would have to take out a part about eh zoning because the town does not have zoning ordinance.
- Garrett County Engineering Dewight- came down and looked at 3rd st, Oak st, bridge, church st, alley r, retaining wall, spring st. Rita asked if there would be a way we can close off the end of the alley way since it's a two way there would be one way out since the road is so bad on the one end by Michael Heckmers house. Robbie said he will see what we can do. We would have to put a notice out, so people have time to get a notice.
- Paul Edwards and Larry Tichnelle got an email about upping the allotment that the towns get. Robbie sent the email to them to talk about it in the next commissioners meeting.
- Paving- May get pushed off until spring next year since they are behind with the county.

Mayor and Council

- Rebecca- play equipment at the school the rubber is coming off and there is a hole starting right after the tub you can go through. Parking along Kitzmiller Rd (State St)

unloading grocery's, some people are in the middle of the road with kids running all around and big trucks and other traffic coming through, can we do anything about it.

- Sharon- is there an Ordinance for rats in the town. Something that might help is people putting their trash out weekly and not storing it for weeks at a time then putting it all out.
- Theresa- No
- Diane- update still talking with stakeholders and residents about what could be improved in town once I get a list, I will share it.
- Robbie- Personal Policy Katie will have at next meeting rewritten.

Rebecca motion to adjourn the meeting at 9:06pm, Sharon 2nd, 4-0.

Diane motion to go into Executive session at 9:13pm, Rebecca 2nd, 4-0.

Sharon motion to come out of Executive session at 9:55pm, Rebecca 2nd, 4-0.

Mayor and Town Council Meeting Minutes September 2021

Date: Monday, September 27, 2021.

Time: 7PM

Council & Town Members in Attendance: Robbie Reckart, Sharon Anderson, Theresa Harvey, Diane Nye-Paugh, Rebecca Glotfelty, & Katie Lucas

Approval of Minutes from August 2021: Motion: Theresa; Second: Sharon, 3-0

Recognized Guests:

Nancy & Mike Brady – Nancy – Thrift Shop was able to donate money to 3 different churches. They also donated the town \$400 to go towards New Christmas Lights. **Mike** – Nothing.

Rita Lambka – Light by Shawna and William's House (Called Potomac Edison)

Dale Lipscomb – 1.) 3rd Friday of each month there will be a food drop from the Methodist church. He would like to see posters advertising for this around town. 2.) Would also like to see a brochure for town events Monthly *There will be a newsletter sent out monthly. * 3.) Can the boards on museum get fixed from storm that we got? *Once we get the second maintenance position filled*

Barb McKenny – 1. Robert is doing a great job! 2. Thank the council for asking what the town can do for the Coal Bucket. 3. Asked for the town to work together. 4. The Coal Bucket is on the front page of the Lake Front Magazine. 5. Would like to see the town promote something for Autumn Glory. They are on the turkey trail for this year and would like to see the town participate in activities. Sat & Sun Noon to 7:30PM & Sun from Noon to 4:30PM. Suggested maybe a truck/trailer for tours with departure time schedule, pumpkin patch, a map with some town history, raffle for different baskets, museum to be open, craft tables maybe on the ball field, Fire Dept. to have maybe an open house, ask the library what can be done. *Autumn Glory with Kitzmiller* 6. Health Department writes her up for Kitchen floor in restaurant. It needs to be fixed. 7. Coal Bucket will be closed the week between Christmas and New Year's. 8. Would like to see the front of the building painted to the restaurant. *Wait until Spring. * 9. Put on webpage we are part of GC affordable housing.

Justin Nesselrodt- Union Street – has been turned over to the code enforcement

Missy Nesselrodt – Thanks for reaching out. Cats around town, can town call animal shelter? -yes, they were called.

Lt. Colt Ruby – 11 Incidents on the Police Report for September 2021

Pam Lucas – to speak on behalf of the ones that applied for town clerk and didn't get the position. She said that she was there in particular to speak for Kelsey Stieringer and Shawna McRobie. Rumer "Robbie threatened town council." Theresa Harvey vouched there was no threat made. Questioned if Beccie would still be on the council or if there would be another election on her seat. *No election, someone will be appointed to the seat. * Stated all other communities have a "no family" policy in their charter, and she knows because she called every one of them.

Sharon interrupted and reminded her that our charter and their charter are separate.

Sharon Paugh – Thanks for reaching out.

Thomas Vose – What can the library do to help with the Autumn Glory activities?

Diane Kisner – Shout out to Katie for fixing the drain & to Robert for doing the work of 2 people. She will have crafts at the library for Autumn Glory festivities.

Grants-

- **USDA**- New truck, first round of allotted money is gone. New round of Applications to start being accepted on October 1st, 2021.
- **Community Legacy** – November 1st is the Meeting, Peggy will let us know the Outcome.
- **Garrett County Commissioners** – POS Money will be used to get the pond in the park fixed. 4 more picnic tables & Benches. We received a letter from POS that we were unofficially approved for the funding. Waiting on the official Approval.
- **Well Connected Communities** – Moved the play equipment from behind the school to the front of the school to where it would be utilized more. They received the new swings. There will also be 2 or 3 octagon tables installed. The new Welcome to Kitzmiller sign is to be installed within the next two weeks. Julie Wagner, from Julie's Greenhouse, came down to give an estimate on what the price would be to put in new plants/trees etc. They will also be repainting some of the equipment as well.

Old Business-

- **Park Lights** – They have been called on 3 times, they haven't called back.
- **Jenkins/Gank Residence** – Cleaned up.
- **Hook at Pavilion** – It has been installed in the center of the pavilion.
- **Code Enforcement** – Emailed Jarrett about "zoning" and never got a response back. Beccie will follow up with him.
- **Garrett County Engineer** – Currently working on the blueprint plan for drainage to be put in between 107 and 105 Third Street.
- **Paving** – Have to wait on spring. Especially having to repave where the gas lines were replaced. The County is too behind to get everyone done this year and will have to follow-up again next spring.
- **Alley at Michael Hechmer's House** – Closing of the alley with Jersey Barriers has been approved.
- **Personnel Policy** – Red Lined Copy has been received, it will be corrected and discussed at the next meeting.
- **New Flooring in Office** – Happening soon.
- **Thrift Store** – Jamie Rodeheaver, the fire Marshall, has been unreachable. *He is retiring. * There will be someone new to replace him. However, the electric, new lighted exit signs & an architect will have to draw a new floor plan for upstairs with accurate scaled drawing. Nancy

requested the rooms upstairs that are closest to the library. Fire extinguishers at school need to be updated, will have to call the county.

New Business-

- **Ralph and Barbara Lucas Dumpster** – Diane Nye Paugh motioned to replace the dumpster. To first check with the insurance company to see if it would be covered. If not, then to pay \$75 towards a replacement. Theresa Second, 3-0.
- **ARP Money** – The money is still being fine-printed with what can be done with it. However, organizations such as the Fire Department, Lions Club, & After School are all liable non-profit organizations that could benefit from this funding. We will have until January of 2026 to have the money spent to their guidelines. Cindy Stone is the one in charge of these funds. Those organizations will have to fill out an application to receive the funds.
- **Play Equipment at School** – Checking to see what can be fixed or if it can even be fixed. Siera Wigfield, has developed a survey “Kitzmilller Rec Survey” to help us potentially get a grant to replace the equipment. The survey will serve as the “paper trail.” The life expectancy of play equipment is roughly 25-30 years. The one at the school right now is nearing 25 years. We need to keep this in mind when we apply for grant money.
- **New Shop & Office Doors** – the doors to the office and the Shop are in terrible shape and need to be replaced. Sharon Motioned for the doors to be replaced, Theresa second, 3-0.
- **279 West Main Street** – Letter was sent on Friday, September 24, 2021.
- **Fall Social** – Diane made a motion to cancel the fall social and use any funds allotted for the Social, for Autumn Glory with Kitzmilller. Sharon Second, 3-0.
- **Maintenance Position** – Advertise in the Republican by October 7th, 2021. Needs to be sent to the paper by October 4th. The second week would be October 14th. Applications will be due by October 22nd. They will be reviewed at the next meeting in executive session, and interviews will be set up to begin on the 27th at 4PM. Theresa set the motion. Sharon second, 3-0.

Council Requests:

- **Sharon Anderson** – The rat situation around town. Clean-up of the town. A letter has been sent.
- **Theresa Harvey** – Nothing.
- **Diane Nye-Paugh** –
 - Light by the office was previously paid for by Daniel Paugh. Made motion to have the light applied to the Towns account. No motion was needed for this, just need to call Potomac Edison to have the light switched over. Beccie will call.
 - Made motion to have a financial Statement monthly at every meeting. Theresa Second, 3-0.
 - Made motion to have the Agenda Emailed one week prior to meeting. Theresa Second, 3-0.
 - Made motion to form a Community Relations Committee. Theresa Second, 3-0.

- The tree in front of Don Stiles' house looks dead. If the tree is on town property, it needs to be cut down. Robbie will go up to look at the tree to see if it is on the town property or not.
- Made motion for sharing on the Town Facebook Page, to only share Businesses in the 21538-zip code and other municipalities activities in the county. Theresa second, 3-0.
- Made motion for the Lions Club to no longer pay a percentage of the electric bill at the community building. Sharon Second. 3-0.
- Minutes to be posted on the website. Also, what about Assets & a Maintenance Schedule, if there is none now, then she would like to see it implemented.

Regular Meeting Adjourned at 9:04PM, Entered Executive Meeting.

Executive Meeting dismissed at 11:20PM. Sharon Made the Motion, Theresa Second, 3-0.

Date Approved: Oct 25 2021

Mayor - [Signature]

Council -

[Signature]

[Signature]

[Signature]

- Diane By Room Meeting