

**Mayor and Council of Federalsburg**  
**Tuesday, June 20, 2023**  
**Public Hearing, Meeting, and Work Shop@6:00 P.M.**

This Meeting is being held at the Mayor and Council Meeting Room located at 118 North Main Street. Citizens who wish to participate by video shall follow directions listed below:

**Join Zoom Meeting**

<https://us02web.zoom.us/j/81404943655?pwd=UE5FYzNxKzUyR3drSTdNVXgvM3VwQT09>

**Meeting ID: 814 0494 3655**

**Passcode: TOFWork**

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**Agenda**

- I. Call to Order**
  
- II. Public Hearing – Ordinance No. 2023-01 - AN ORDINANCE OF THE MAYOR AND COUNCIL OF FEDERALSBURG ADOPTING A GENERAL BUDGET AND ENTERPRISE BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024, AND ESTABLISHING A TAX RATE OF \$.88 PER \$100 OF ASSESSED REAL PROPERTY VALUE AND A TAX RATE OF \$1.65 PER \$100 ON ALL COMMERCIAL OR BUSINESS PERSONAL PROPERTY AND ALL RAILROAD AND UTILITY PROPERTY; ESTABLISHING AND ADOPTING THE SAME SERVICE AND ADMINISTRATIVE FEE FOR SEMI-ANNUAL BILLINGS AS ADOPTED BY CAROLINE COUNTY; ESTABLISHING A QUARTERLY WASTE COLLECTION FEE IN THE AMOUNT OF \$53.94 PER QUARTER FOR COMMERCIAL PROPERTIES WHICH RECEIVE WASTE COLLECTION SERVICES FOR ALL RESIDENTIAL PROPERTIES LOCATED WITHIN THE CORPORATE TOWN BOUNDARIES; AND ESTABLISHING A \$10.00 PER ITEM CHARGE FOR EXTRA WASTE COLLECTION ITEMS**
  
- III. Welcome, Pledge of Allegiance**
  
- IV. Public Comment**

**V. Bicentennial Honorees**

**VI. Appointment of Planning Commissioners**

**VII. Action on Ordinance No. 2023-01 - AN ORDINANCE OF THE MAYOR AND COUNCIL OF FEDERALSBURG ADOPTING A GENERAL BUDGET AND ENTERPRISE BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024, AND ESTABLISHING A TAX RATE OF \$.88 PER \$100 OF ASSESSED REAL PROPERTY VALUE AND A TAX RATE OF \$1.65 PER \$100 ON ALL COMMERCIAL OR BUSINESS PERSONAL PROPERTY AND ALL RAILROAD AND UTILITY PROPERTY; ESTABLISHING AND ADOPTING THE SAME SERVICE AND ADMINISTRATIVE FEE FOR SEMI-ANNUAL BILLINGS AS ADOPTED BY CAROLINE COUNTY; ESTABLISHING A QUARTERLY WASTE COLLECTION FEE IN THE AMOUNT OF \$53.94 PER QUARTER FOR COMMERCIAL PROPERTIES WHICH RECEIVE WASTE COLLECTION SERVICES FOR ALL RESIDENTIAL PROPERTIES LOCATED WITHIN THE CORPORATE TOWN BOUNDARIES; AND ESTABLISHING A \$10.00 PER ITEM CHARGE FOR EXTRA WASTE COLLECTION ITEMS**

**VIII. Project Status Update**

**IX. Mayor & Council Action Items**

- \* **Councilmember Windsor**
- \* **Councilmember Sewell**
- \* **Councilmember Phillips**
- \* **Councilmember Willoughby**
- \* **Mayor Abner**

**X. Adjournment**

**NOTES:**

**THE MEETINGS ARE BEING RECORDED, PLEASE TURN OFF ALL CELLULAR DEVICES AND PAGERS DURING THE MEETING, PLEASE REMAIN QUIET, UNLESS ADDRESSING THE COUNCIL.**

***Please Note:*** Pursuant to the Annotated Code of Maryland, State Government Article Section 10-508(a), the Council by majority vote may retire to executive or closed session at any time during the meeting. Should the Council retire to executive or closed session; the chair will announce the reasons and a report will be issued at a future meeting disclosing

the reasons for such session. Meetings are conducted in Open Session unless otherwise indicated. All or part of Mayor and Council meetings can be held in closed session under the authority of the state open meetings law by vote of the Mayor and Council.

**Rules for Public Comment**

The Mayor and Council invite and welcome comments at public meetings. The Mayor or presiding officer will recognize you. Please introduce yourself at the podium (spelling your last name, for recording purposes) and give the name of your street and block number (e.g., 100 block of Main Street).

Time limits for speaking are indicated on the meeting agenda. While speaking, please maintain a courteous tone and avoid personal attack.

**PUBLIC SALE OF PERSONAL PROPERTY**

Given that the undersigned will sell to satisfy lien at public sale by competitive bidding on 2023 at 9:00 a.m. at:

Armony Road Self Storage, LLC  
8847 Harmony Road  
Denton, MD 21629  
443.448.4109

Goods stored therein by the below named

Unit E23 - Matthew Green  
Unit F41 - Shawna Murray  
Unit D14 - Tavon Cephas

6/7,6/14/2023

TOWN OF TEMPLEVILLE  
ELECTION  
JUNE 19, 2023  
6PM TH 8PM  
AT TEMPLEVILLE COMMUNITY CHURCH

ALL PERSONS ENTITLED TO VOTE FOR GENERAL ASSEMBLY OF MARYLAND, WHO HAVE RESIDED WITHIN THE CORPORATE LIMITS OF SAID TOWN OF TEMPLEVILLE FOR SIX MONTHS PRIOR TO JANUARY 1 PRECEDING AN ELECTION OF TOWN COMMISSIONERS, FOR A THREE YEAR TERM. WRITE IN BALLOT FOR ANY THREE QUALIFIED PERSONS. ABSENTEE BALLOT AVAILABLE BY REQUEST  
410-482-8680

3020717 TR 6/7,6/14/2023

**IN THE CIRCUIT COURT FOR CAROLINE COUNTY, MARYLAND**  
Case No. C-05-CV-22-000102

Ralph Vartolo, Catherine Aponte, et al  
Trustees

vs. In; Michele L. Sinclair,

**NOTICE OF SALE**

On this 30th day of May 2023 by the Circuit court of Maryland, that the sale of the property at 211 West Federalsburg, MD 21632, the subject property findings, made and reported by Adam Friedman, Catherine Aponte, and Rachel Kiefer, Substitute filed and confirmed, unless cause to the contrary shown or before the 3rd day of July, 2023, provided notice be inserted in some news Paper published in the in each of three successive weeks before the 30th day of July, 2023.

Estimated amount of sale to be \$162,000.00.

Terry B. Lord,  
Clerk

6/14,6/21,6/28/2023

**TOWN OF FEDERALSBURG NOTICE OF PUBLIC HEARING**

The Mayor and Council of Federalsburg will hold a public hearing on Tuesday, June 20, 2023 at 6:00 p.m. in the Mayor and Council Meeting Room, 118 North Main Street to hear public comment on the following Ordinance:

Ordinance No. 2023-01 – AN ORDINANCE OF THE MAYOR AND COUNCIL OF FEDERALSBURG ADOPTING A GENERAL BUDGET AND ENTERPRISE BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024, AND ESTABLISHING A TAX RATE OF \$.88 PER \$100 OF ASSESSED REAL PROPERTY VALUE AND A TAX RATE OF \$1.65 PER \$100 ON ALL COMMERCIAL OR BUSINESS PERSONAL PROPERTY AND ALL RAILROAD AND UTILITY PROPERTY; ESTABLISHING AND ADOPTING THE SAME SERVICE AND ADMINISTRATIVE FEE FOR SEMI-ANNUAL BILLINGS AS ADOPTED BY CAROLINE COUNTY; ESTABLISHING A QUARTERLY WASTE COLLECTION FEE IN THE AMOUNT OF \$53.94 PER QUARTER FOR COMMERCIAL PROPERTIES WHICH RECEIVE WASTE COLLECTION SERVICES FOR ALL RESIDENTIAL PROPERTIES LOCATED WITHIN THE CORPORATE TOWN BOUNDARIES; AND ESTABLISHING A \$10.00 PER ITEM CHARGE FOR EXTRA WASTE COLLECTION ITEMS

Public testimony is encouraged. The public hearing will be held in person and by video. Instructions to access the hearing video will be posted on the meeting Agenda available at [townoffederalsburg.org](http://townoffederalsburg.org). A copy of the proposed Ordinance is available by email to [kmarshall@federalsburg.org](mailto:kmarshall@federalsburg.org) or by calling 410-754-8173.

**MAYOR AND COUNCIL OF FEDERALSBURG**  
Kimberly M. Abner  
MAYOR

3024256 TR 6/14/2023

**NOTICE OF PUBLIC HEARING**  
**CAROLINE COUNTY BOARD OF ZONING APPEALS**

Notice is hereby given that the Caroline County Board of Zoning Appeals will hold a **HYBRID PUBLIC HEARING** on **Tuesday, June 20, 2023 at 6:00 p.m.** at the Health & Public Services Building, 1st Floor, Room 111, 403 S. 7th Street, Denton, relative to the following application:

**No. 22-0017:** A request by **Sustainable Land** for a **Special Use Exception** in accordance with Chapter 175, Article XVI, §175-26 and §175-27 of the Public Local Laws of Caroline County, Maryland for the expansion of an existing mineral extraction facilities and a reduction of the 200-foot setback in places. Said property is located at 15890 Oakland Rd, Maryland and is further described as Tax Map 9, Lots 4 and 103 and is owned by Southstar Limited

All interested parties can attend in person or watch the meeting virtually via this website: <https://www.carolinemd.org/AgendaCenter/Board-of-Zoning-Appeals-2> where the link can be accessed on the agenda without video by calling 667-228-6416 (Baltimore, Toll) using Conference ID: 674 817 426#.

All exhibits must be submitted to the Department of Planning & Codes at least seven (7) business days in advance of the hearing. The Exhibits will be available to the public via the meeting agenda link listed above or by contacting the office directly. Any documents submitted less than seven (7) business days in advance of the hearing will not be considered by the Board of Zoning Appeals. The Board of Zoning Appeals has the discretion required, to waive the requirements of this rule.

For additional information on the hearings contact the Caroline County Department of Planning and Codes, Health & Public Services Building, Denton, 410-479-8100, visit the County website or Maryland Relay Service for the hearing and speech impaired persons at (800) 552-7724.

**NOTICE OF PUBLIC HEARING**  
**CAROLINE COUNTY BOARD OF ZONING APPEALS**

Notice is hereby given that the Caroline County Board of Zoning Appeals will hold a **HYBRID PUBLIC HEARING** on **Tuesday, June 20, 2023 at 6:00 p.m.** at the Health & Public Services Building, 1st Floor, Room 111, 403 S. 7th Street, Denton, relative to the following application:

**Application No. 23-0032:** A request by **Matthew Weeman** for a **Variance and Special Use Exception** in accordance with Zoning Chapter 175, Article XVI, Article XVII and Section 175-13 of the Code of Public Local Laws of Caroline County, Maryland to establish a Veterinary Hospital/Clinic within an existing building which is located closer to the property lines than the minimum required setbacks. Said property is located at 10092 New Bridge Road, Denton, Maryland and is further described as Tax Map 102, Grid 22, Parcel 332.

All interested parties can attend in person or watch the meeting virtually via this website: <https://www.carolinemd.org/AgendaCenter/Board-of-Zoning-Appeals-2> where the link can be accessed on the agenda without video by calling 667-228-6416 (Baltimore, Toll) using Conference ID: 674 817 426#.

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TO: Mayor & Council Members  
FR: Larry DiRe, Town Manager  
DT: June 20, 2023  
RE: Planning and Zoning Commission Appointments

The roles and responsibilities of the town boards and committees is a priority matter for this mayor and town council. At the current time the Planning and Zoning Commission has two vacancies. Von Massey and Lisa Donmoyer have applied and expressed interest in being appointed to the Commission for a term of five years. Pending further discussion staff recommends appointing these applicants.

**ORDINANCE NO. 2023-1**

**AN ORDINANCE OF THE MAYOR AND COUNCIL OF FEDERALSBURG ADOPTING A GENERAL BUDGET AND ENTERPRISE BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024, AND ESTABLISHING A TAX RATE OF \$.88 PER \$100 OF ASSESSED REAL PROPERTY VALUE AND A TAX RATE OF \$1.65 PER \$100 ON ALL COMMERCIAL OR BUSINESS PERSONAL PROPERTY AND ALL RAILROAD AND UTILITY PROPERTY; ESTABLISHING AND ADOPTING THE SAME SERVICE AND ADMINISTRATIVE FEE FOR SEMI-ANNUAL BILLINGS AS ADOPTED BY CAROLINE COUNTY; ESTABLISHING A QUARTERLY WASTE COLLECTION FEE IN THE AMOUNT OF \$53.94 PER QUARTER FOR COMMERCIAL PROPERTIES WHICH RECEIVE WASTE COLLECTION SERVICES AND FOR ALL RESIDENTIAL PROPERTIES LOCATED WITHIN THE CORPORATE TOWN BOUNDARIES; AND ESTABLISHING A \$10.00 PER ITEM CHARGE FOR EXTRA WASTE COLLECTION ITEMS**

**WHEREAS**, Section C11-1 of the Federalsburg Town Charter requires the Town to establish and operate an annual budget; and

**WHEREAS**, the Town has determined that it is desirable and in the public interest, and consistent with state law, to establish a General Budget, which is set forth in the attached Exhibit “A”; and

**WHEREAS**, the Town has determined that it is desirable and in the public interest, and consistent with state law, to establish an Enterprise Budget for the Town’s water and wastewater operations, which is also set forth in the attached Exhibit “B” and

**WHEREAS**, the Town has determined that it is desirable and in the public interest, and consistent with state law to charge a service and administrative fee on semi-annual tax collection billings in the same amount as established by Caroline County, as set forth herein; and

**WHEREAS**, the Town has determined that it is desirable and in the public interest, and consistent with state law, to establish a quarterly waste collection and disposal fee in the amount of \$53.94 per quarter for commercial properties which receive waste collection services, and for all residential properties within the corporate boundaries of the Town; and

**WHEREAS**, the Town has determined that it is desirable and in the public interest, and consistent with state law, to establish a charge for extra waste collected in the amount of \$10.00 per item collected; and

**NOW, THEREFORE**, be it Ordained and Enacted by the Mayor and Council of Federalsburg, Maryland that the following tax rates and fees, revenue and expenditure estimates are adopted for Fiscal Year commencing July 1, 2023:

- Section 1. General Fund
- Section 2. Rate of Taxation on Real Property
- Section 3. Rate of Taxation on Corporation
- Section 4. Service and Administrative Fee
- Section 5. Rate of Taxation on Railroad and Utility Property
- Section 6. Waste Collection Fee

**Section 1. General Fund**

A. That the following amounts shall be hereby appropriated for the expenditures designated for the fiscal year beginning July 1, 2023 and ending June 30, 2024 for the General Fund:

<b>Activity Title</b>	<b>Approved Budget &amp; Appropriation</b>
<b>EXPENDITURES</b>	
General Government	\$ 938,511.00
Public Safety	\$ 1,078,545.00
Public Works	\$ 1,873,602.00
Debt Service	\$ 774,132.00
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 4,664,790.00</u></b>

B. That the following revenues are, in the consideration judgment of the Mayor and Council of Federalsburg a fair appraisal and estimate of the revenues available to finance this budget and these appropriations for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

**Source**

**REVENUES:**

Taxes	\$ 2,267,298.94
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Licenses & Permits	\$ 20,350.00
Revenue from other Agencies	\$ 44,390.00
Service Charges for Current Services	\$ 25.00
Public Safety	\$ 130,200.00
Sanitation and Waste Removal	\$ 250,124.00
Recreation	\$ 2,700.00
Fines and Forfeitures	\$ 100.00
Miscellaneous	\$ 76,000.00
Wastewater	\$ 1,388,103.00
Water	\$ 485,499.00
<b>TOTAL REVENUES</b>	<b><u>\$4,664,789.94</u></b>

**Section 2. Rate of Taxation on Real Estate Property**

That the rate of taxation on real property to be taxed within the boundaries of the Town of Federalsburg, Maryland shall be and hereby is established as:

**Eighty-eight Cents (\$0.88)**

On each one hundred dollars (\$100) of value for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

**Section 3. Rate of Taxation on Business Personal Property, Utility Property & Certifications**

That the rate of taxation for the fiscal year beginning July 1, 2023 and ending June 30, 2024, on any personal property to be taxed by the Town of Federalsburg, Maryland shall be and hereby is established as:

**One Dollar and Sixty-five Cents (\$1.65)**

On each one hundred dollars (\$100.00) of assessed valuation, unless otherwise provided for by the Tax Property Article of the Annotated Code of Maryland.

**Section 4. Service and Administration Fee Collected by Caroline County Treasurers Office**

That the rate of service and administrative fees on semi-annual billings assessed by the Caroline County Tax Office shall be and hereby is established as:

The administrative fee for 2023 taxes collected by Caroline County will be 1% with a \$15,000 cap. Caroline County adopted a 1.238% service and administrative fee for 2023 – 2024. This is computed at 4.5 % annual interest divided by twelve months times three months, October, November & December, times 1.125.

**Section 5. Rate of Taxation on Railroad and Utility Property**

That the rate of taxation for the fiscal year beginning July 1, 2023 and including June 30, 2024 on any railroad and utility property to be taxed by the Town of Federalsburg, Maryland, shall be and hereby is established as:

**One Dollar and Sixty-five cents (\$1.65)**

On each one hundred dollars (\$100.00) of assessed valuation, unless otherwise provided for by Md. Code Ann., Tax-Property Article § 6-103.

**Section 6. Waste Collection Fee**

That the rate of waste collection and disposal fee within the boundaries of the Town of Federalsburg, Maryland shall not change and hereby is established as:

**Fifty-Three Dollars and Ninety-Four Cents (\$53.94) per quarter – Garbage Fee**

**Ten Dollars (\$10.00) per item – Extra Waste Collection Fee**

**Section 7.** In accordance with Section C3-6, of the Federalsburg Town Charter, this Ordinance shall become effective upon passage by the Mayor and Council and recordation in the Minute Books.

	<b>Yea/Nay</b>
Kimberly J. Abner	_____
Scott Phillips	_____
Debra Sewell	_____
Robert Willoughby	_____
Edward H. Windsor	_____

I hereby certify that the above Ordinance was passed by a yea and nay vote of the Council this \_\_\_\_\_ day of June, 2023.

\_\_\_\_\_  
Kimberly J. Abner, Mayor

Delivered by the Mayor and recorded by me in the Minute Books of the Mayor and Council of Federalsburg this \_\_\_\_\_ day of June, 2023.

\_\_\_\_\_  
Kristy L. Marshall, Town Clerk

**Approved as to form:**

\_\_\_\_\_  
Lyndsey J. Ryan, Town Attorney

**TM TRANSITION ITEMS  
CAPITAL PROJECTS**

Item	Status	Next steps
Pump Stations – Fall\Winter 2023, Spring 2024.	Pending MDE funding decision by end of June; pending federal earmark funding decision no sooner than October 1 <sup>st</sup> ; CDBG grant gap funding application submitted June 6 <sup>th</sup> with DHCD review in early July and decision before end of July.	Wait. Upon any positive funding news meet with GMB to determine bid document preparation and public notice.
Belt Press – Fall\Winter 2023, Spring 2024.	Pending MDE funding decision by end of June.	Wait. Upon any positive funding news meet with GMB to determine bid document preparation and public notice.
Phase I Street Paving – Summer\Fall 2023.	GMB staff finalizing bid documents; project funded to \$850,000 from ARPA.	GMB to determine bid document preparation and public notice.
Phase II Street Paving – Spring\Summer\Fall 2024.	Pending federal earmark funding decision, no sooner than October 1 <sup>st</sup> ; CDBG grant gap funding from existing small business development revolving loan program conversion.	Wait. Upon any positive funding news meet with GMB to determine final design, bid document preparation and public notice.
Chambers Lake Dam – Summer 2023 through summer 2026.	Non-compliant; selected for the FEMA BRIC 36-month technical assistance program.	Work with FEMA and partners, like Mike Hunninghake, to develop a community information plan and a scope of work for compliance; in 2024\2025 seek state and federal funds for full compliance.
115-117 N. Main Building – Summer 2023.	\$90,000 DHCD funding in hand and contractor scheduled brick work project for July; town needs to send the first \$30,000 payment to contractor which will be done week of June 12, 2023.	Pay contractor as invoiced; town code official can work with the contractor and First State Inspection Agency staff to move forward and close out in July and early August; sell building.
Marina Park Wetlands – Spring\Summer 2023.	Project under way and initial invoice funding of \$27,000 received from DNR and paid to contractor.	Pay contractor as invoiced and apply for reimbursement from DNR; town code official and GMB staff can work with contractor to move forward and close out by end of September.

**TM TRANSITION ITEMS  
TIME-SENSITIVE PROJECTS**

ITEM	STATUS	NEXT STEPS
HB90 Fair Housing Survey Form – July 31, 2023	On-going but incomplete; required housing information data form as complement to the CDBG application.	Gather and review data, and complete form online.
Sustainable Communities renewal application – August 21, 2023.	This designation is valid for a five-year period and establishes grant eligibility; staff review on-going.	Review application and submit prior to deadline.
Calendar Year 2022 Planning Commission Annual Report – June 2023	Draft completed and set as an agenda item for the PZC’s June 27 <sup>th</sup> meeting.	Commissioners review and approve, then signed by PZC chair and presented to the mayor and council at a scheduled meeting.
Chambers Lake Dam Emergency Action Plan Edits - ASAP	Completed and filed ahead of May 1, 2023 deadline; the town manager is listed as all emergency contact information reference including name, email, and cell phone number.	Determine emergency contact and edit reference information accordingly; submit edited version document to MDE dam program staff by email.
Water utility lead and copper connection inventory and report to MDE – October 31, 2024.	While not comprehensive, the town utility staff has been logging this information; perhaps one-third complete as of mid-June 2023.	Allocate resources accordingly; staff provides progress reports to mayor and town council November 2023, February 2024, and July 2024.
ARPA Funding – December 31, 2024.	Phase I street paving will consume most of the remaining funding; if any funds on hand all need to be spent or designated by December 31, 2024.	Using the US Department of the Treasury web portal file annual reports April 1 <sup>st</sup> to April 30 <sup>th</sup> 2024 and 2025.

**TM TRANSITION ITEMS  
MISCELLANEOUS PROJECTS**

- Town maintenance of state roads – February 1990 Mayor Kaplan documents.
- ADA compliance – all public-access town property and sidewalks, and digital.
- Social media presence – too much or not enough, right platforms or not.
- Open spaces planning and funding – tennis courts, fitness court, football field, marina.
- [Fiscal First Aid](#) (<3% annual all revenue growth and \$750,000+ annual debt service payments) as a constant for the organization for the next several years.