

# MAYOR AND CITY COUNCIL

CHRISTOPHER G. MILLER  
MAYOR

JAMES L. McCARRON  
MAYOR PRO TEM

JAMES A. WIEPRECHT  
CITY MANAGER

BARRI R. AVALLONE  
TREASURER

CLARA KALMAN  
CLERK



## COUNCIL MEMBERS

JUDITH K. FULLER

DIANE A. FOSTER

ELIZABETH W. CHANEY

CHRISTOPHER R. TILLMAN

## AGENDA MAYOR AND CITY COUNCIL MEETING MONDAY, FEBRUARY 12, 2024 7:30 PM

**Opening** – Pledge of Allegiance and roll call

**Approval of Minutes** – Approval of the minutes of January 3, 2024 and January 8, 2024 regular meetings and the January 8, 2024 closed session.

**Council member statement regarding conflicts of interest on agenda items**

**Resolution, Ordinances and Agreements**

**Introduction:**

[Ordinance 04 – 2024 – Fiscal Year 2023 – 2024 – Budget Amendment - 3](#)

**Adoption:**

[Resolution 2024 – 02 – Water allocation for February](#)

**City Manager Report**

**Department Reports**

**New Business**

1. Monthly Financial Report
2. Accounts Payables
3. Morton Building, Inc. – Memorial Park Proposal
4. Funding discussion for proposed Public Works facility

**Council member Reports**

**Reading of Presiding Officers Closing Statement**

**Closed Session:** pursuant to § 3 – 305 (b) (7) of the General Provisions Article of the Maryland Annotated Code, to consult with counsel to obtain legal advice and § 3 – 305 (1) (i) (ii) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction; or any other personnel matter that affects one or more specific individuals.

**Return to open session**

**Reading of the closed session minutes**

**New Business (continued)**

5. Actions items from closed session

**Adjournment**

ORDINANCE NO. 04 - 2024  
FISCAL YEAR 2023 - 2024 - BUDGET AMENDMENT – 3

PURSUANT to Article VII, §C-702 and C-703 of the Charter of the City of Taneytown, the Mayor and City Council shall adopt an annual budget that provides a complete financial plan for the budget year and contains estimates of anticipated revenues and proposed expenditures.

WHEREAS, a budget fulfilling the requirements of the Charter was prepared and adopted by the Mayor and City Council; and

WHEREAS, the Mayor and City Council deem it in the best interest of the operation of the City to adopt a Budget Amendment reflecting these financial changes in the Operating Budget for the remainder of the fiscal year.

NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF TANEYTOWN:

Section One: That the Budget Amendment attached hereto and incorporated herein is hereby adopted.

INTRODUCED THIS \_\_\_\_ DAY OF \_\_\_\_\_ 2024

\_\_\_\_\_  
CLARA KALMAN, CITY CLERK

PASSED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2024

\_\_\_\_\_  
CLARA KALMAN, CITY CLERK

APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2024

\_\_\_\_\_  
CHRISTOPHER MILLER, MAYOR

APPROVED AS TO FORM AND LEGAL SUFFICIENCY  
THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2024.

BY: \_\_\_\_\_  
CITY ATTORNEY

**City of Taneytown**  
**Fiscal Year 2024**  
**February 2024 Budget Amendment #3 - General Fund**

**GENERAL FUND**

**Revenues**

|  | Decrease | Increase | Notes |
|--|----------|----------|-------|
|--|----------|----------|-------|

**Grant Revenue**

Grant Revenue Police

|  |      |           |                                |
|--|------|-----------|--------------------------------|
|  |      | 72,374    | GL4711 Body Worn Cameras Grant |
|  |      | 0         |                                |
|  | \$ - | \$ 72,374 |                                |

**Fund Balance**

|  |      |            |               |
|--|------|------------|---------------|
|  | 0    | 181,500    | Land Purchase |
|  | \$ - |            |               |
|  | \$ - | \$ 181,500 |               |

|                                 |      |            |  |
|---------------------------------|------|------------|--|
| Decrease / Increase of Revenues | \$ - | \$ 253,874 |  |
|---------------------------------|------|------------|--|

**GENERAL FUND**

**Expenditures**

|  | Decrease | Increase | Notes |
|--|----------|----------|-------|
|--|----------|----------|-------|

**City Hall**

Land Purchase

|  |  |            |                                |
|--|--|------------|--------------------------------|
|  |  | 181,500    | GL5999 Allendale Lane Purchase |
|  |  | \$ 181,500 |                                |

**Police**

Salary

Payroll Taxes

Pension

Police K9 Unit

Travel, Training and Education

Equipment

Police Radios/Operating Equip

Contractual

Capital Projects

Capital Projects

|            |  |            |  |
|------------|--|------------|--|
| 4,000      |  |            | GL5000 Salaries not used FY24                    |
| 306        |  |            | GL5000 Salaries not used FY24                    |
| 172,236    |  |            | GL5110 Pension funds not used FY24               |
|            |  | 18,000     | GL5225 Dog, training and equipment               |
|            |  | 15,000     | GL5240 Physical Fitness Incentive 1k per Officer |
|            |  | 81,842     | GL5312 Body Worn Cameras                         |
|            |  | 71,268     | GL5440 Police APX 6000 Radios 12 units           |
|            |  | 27,500     | GL5510 Lexipol Policy 23k, Safe Tracker EMS 4.5k |
|            |  | 6,000      | GL5999 Dutch Barn Storage Shed                   |
|            |  | 25,000     | GL5999 Additional Upfitting Costs Police Cars    |
| \$ 176,542 |  | \$ 244,610 |  |

**Crossing Guard**

Salary

Payroll Taxes

|  |      |          |                                      |
|--|------|----------|--------------------------------------|
|  |      | 4,000    | GL5000 Additional Guard partial year |
|  |      | 306      | GL5100 Additional Guard partial year |
|  | \$ - | \$ 4,306 |                                      |

|                                     |            |            |  |
|-------------------------------------|------------|------------|--|
| Decrease / Increase of Expenditures | \$ 176,542 | \$ 430,416 |  |
|-------------------------------------|------------|------------|--|

Introduced this \_\_\_\_\_ Day of \_\_\_\_\_, 201 2024

\_\_\_\_\_  
Clara Kalman, City Clerk

Passed this \_\_\_\_\_ Day of \_\_\_\_\_, 201 2024

\_\_\_\_\_  
Clara Kalman, City Clerk

Approved this \_\_\_\_\_ Day of \_\_\_\_\_, 2 2024

\_\_\_\_\_  
Christopher Miller, Mayor

Approved as to Legal Sufficiency this \_\_\_\_\_ Day of \_\_\_\_\_, 2024

\_\_\_\_\_  
City Attorney

**CITY OF TANEYTOWN**  
**RESOLUTION NO. 2024-02**

WHEREAS, the Charter of the City of Taneytown gives the City Council power to operate and maintain a water system and take all necessary steps for the efficient operation thereof; and

WHEREAS, the Charter of the City of Taneytown gives the City Council the powers to exercise planning and zoning authority, under which the City has established a process for granting zoning certificates and building permits which serves to regulate construction and development within the City; and

WHEREAS, from time to time the City, based on water usage demand, improvements made to the water system, and other related factors, shall reassess the formula and calculations used to calculate available water capacity; and

WHEREAS, such a re-evaluation was conducted in August 2017 by the City and its Engineer and have used such findings in the creation of Exhibit A attached hereto; and

WHEREAS, the City Council of the City of Taneytown makes the following findings:

- A. The City of Taneytown has a limited water supply. The amount of water available for allocation to new or expanded uses is provided on Exhibit A, attached hereto and made a part hereof.
- B. It is necessary for the City of Taneytown to protect its limited water supply to allocate water capacity to existing, pending and future development within its jurisdictional boundaries to ensure the continuing economic development and stability of the City, and to ensure that development will not generate water demands which exceed available capacity.
- C. Substantial harm to the public health, safety and general welfare of the City in the form of premature exhaustion of its water supply and economic hardships will result from the issuance of unlimited development approvals.
- D. Under the mandate of State law the City has adopted a Water Capacity Management Plan to guide the development, use and allocation of drinking water appropriate for use by the City and its residents. The terms of the Water Capacity Management Plan require that the City give specific attention to water allocation.
- E. This Resolution is a fair and reasonable means of achieving, and substantially advances a public purpose and has been adopted to provide the controls necessary to accomplish this purpose.
- F. In making these findings the City Council has reviewed the background documentation and presentations by City staff and concludes that it reasonably supports these findings.

WHEREAS, the Mayor and City Council deem it in the best interest of the citizens of the City of Taneytown to use an allocation process for water currently available for new and expanded uses.

NOW THEREFORE, BE IT ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF TANEYTOWN that:

1. An allocation shall be made of the existing water supply for any existing lot of record where the owner has made application for a zoning certificate for improvements to said lot and the lot conforms in all ways to the Code of the City of Taneytown, or has already received the necessary waivers, variances, or special exceptions.
2. An allocation shall be made of the existing water supply for any development project that has received approval from the Taneytown Planning and Zoning Commission and has recorded plats.
3. An allocation shall be made of the existing water supply for any development to which water capacity was addressed under the terms of a Development Rights and Responsibilities Agreement.
4. The calculations used in forming this allocation plan are provided on Exhibit A.
5. This Resolution shall become effective upon passage of this Resolution.
6. This Resolution for the allocation of water supply shall expire as provided on Exhibit A.
7. Upon the expiration of this Resolution all allocations made under this Resolution, but not utilized shall be null and void. A reallocation of any existing water supply shall be made after that date by action of the Council.
8. This Resolution and the water allocation made thereunder does not in any way create a contract, agreement or other promise by the City to any party, to provide the water allocated beyond the effective dates of this Resolution. Any plans, decisions or determinations made in reliance of the allocations made in this Resolution or on the available water shown in Exhibit A are made at the parties own risk.
9. The City Staff is hereby empowered to enact policies necessary for the effective administration and enactment of the goals contained in the Resolution.

INTRODUCED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2024

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CLARA J. KALMAN, CITY CLERK

PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2024 BY A VOTE OF  
\_\_\_\_\_ COUNCILMEMBERS IN FAVOR AND \_\_\_\_\_  
COUNCILMEMBERS OPPOSED.

\_\_\_\_\_  
CLARA J. KALMAN, CITY CLERK

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2024.

\_\_\_\_\_  
CHRISTOPHER G MILLER, MAYOR

APPROVED AS TO FORM AND LEGAL SUFFICIENCY  
THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024.

BY: \_\_\_\_\_

Exhibit A.

Resolution 2024-02  
February 12, 2024  
Water Allocation Plan

|   | <u>EDU</u>  | <u>GPD</u> |
|---|-------------|------------|
| Available Gallons per Day (GPD)         |             | 42,585     |
| Allocated                               |             |            |
| Infill                                  | 1 @ 250 gpd | 250        |
| Total Allocated                         |             | 250        |
| Available GPD Less Allocated            |             | 42,335     |
| Projects with Preliminary Plan Approval |             | <u>0</u>   |
| Remaining GPD                           |             | 42,335     |

This allocation plan shall expire on **March 11, 2024**

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## **Notice of Closed Session February 12, 2024 during the Mayor and Council Meeting beginning at 7:30 PM**

**Closed Session pursuant to § 3 – 305 (b) (7) of the General Provisions Article of the Maryland Annotated Code, to consult with counsel to obtain legal advice and § 3 – 305 (1) (i) (ii) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction; or any other personnel matter that affects one or more specific individuals.**

**The Mayor and City Council will reconvene in open session.**