

**CITY OF WESTMINSTER, MARYLAND
MAYOR AND COMMON COUNCIL MEETING
AUGUST 8, 2011**

QUORUM:

A meeting of the Mayor and Common Council was held in the Council Chambers at City Hall, 1838 Emerald Hill Lane, Westminster, Maryland on the evening of August 8, 2011, at 7:00 P.M. Mayor Utz; Council Members Chiavacci, Frazier, and Whitson; City Administrator and Acting City Clerk Wolf, City Treasurer Ehlers; Chief of Police Spaulding, Director of Public Works Glass, and Interim Director of Planning, Zoning, and Development Horn; and City Attorney Levan were present. Council President Halstad, Council Member Wack, and Director of Recreation and Parks Schroers were excused from attending.

MINUTES:

Upon motion of Mr. Frazier, seconded by Mr. Whitson and unanimously passed, the minutes of the Council meeting of July 25, 2011 were approved.

REPORTS FROM STANDING COMMITTEES:

Mr. Frazier reported that he has continued to research the recycling receptacles that could be placed throughout Main Street, a project which was proposed to the Mayor and Common Council at the previous meeting. He stated that he found several receptacles similar to the trash receptacles currently in place with prices ranging from \$175 to \$400 each. He added that he was recently in Shepherdstown, West Virginia where they have trash receptacles identical to those in Westminster, as well as the matching recycling bin next to it. He feels strongly that the City of Westminster should consider moving forward with the placement of the recycling receptacles.

Mr. Chiavacci stated that he had concerns about the original recommendation with the advertising component, but he does feel that it is a great idea and could possibly be inexpensive since not many would need to be purchased.

Mr. Glass informed that Mayor and Common Council that the Westminster Library currently has the recycling receptacle that would be the match to the trash receptacles along Main Street.

Mr. Chiavacci requested that Mr. Glass obtain an estimate for a dozen recycling receptacles, as well as an estimate from the hauler for the recycling pick up for the possibility of inclusion into next year's budget. Mr. Chiavacci then congratulated Chief Spaulding for a very successful National Night Out.

ORDINANCES AND RESOLUTIONS:

Ms. Wolf summarized that Resolution 11-8 includes the HIPPA compliance documents relating to protected medical information. She explained that the documents appoint a privacy officer, who will be Darlene Childs, the City's Human Resources Manager. She stated that the City has to keep all of the employee medical records separate and apart from other personnel records, a process which is already being done. She informed the Mayor and Common Council that the City keeps a series of various files on its employees, such as personnel, payroll, insurance benefits, confidential, and driver files. She stated that there could be up to five files per employee. Upon motion of Mr. Frazier, seconded by Mr. Whitson and unanimously passed, Resolution 11-8 HIPPA Compliance Documents, was approved.

NEW BUSINESS:

Mr. Horn presented the Mayor and Common Council with three of the current projects in process around the City of Westminster. He reported that Goodwill Industries of Monocacy Valley, located at 200 Baltimore Boulevard, will be going through a project to reorient circulation at its site. He explained that they have proposed to relocate the loading docks to the back of the facility as well as add two more for a total of four docks. He added that a new drop off location with a canopy will complete the project. He stated that they are planning to close the old loading dock and install handicapped parking in its place. He explained that the traffic circulation for the facility will be changed so that when entering from Route 140, customers will have to immediately go left. He stated that there will be some changes to the front façade of the building, but the City has not seen what they will be at this point. Mr. Horn then reported that the Taco Bell in the Crossroads Shopping Center is currently going through a redevelopment of their current location with a complete demolition and reconstruction of the facility to add square footage, additional seating, and a drive-through. He stated that the City is in discussions with the developer of the Taco Bell regarding the possibility of having one-way movement between the Taco Bell and Burger King. He explained that the City wants to make sure that it is not creating an unsafe traffic situation.

Mr. Frazier inquired as whether or not the water usage would increase from current usage.

Mr. Horn stated that the developer anticipates a slight increase in water usage, but not a significant amount. He added that when developing the site, they were working on ways to save water.

Mr. Frazier questioned if the Taco Bell's new parking lot and sidewalks would meet the City's new standards using porous concrete or similar material.

Mr. Horn explained that they are past that point in the development. He then reported on the Giant Fuel Facility project at the Cranberry Square Shopping Center. He explained that Giant Food is proposing to put in four fuel pumps and a few kiosks for

vending machines and a pump attendant.

Mr. Frazier inquired if the parking lot could be another area for the porous concrete.

Mr. Horn stated that it is a possibility, adding that they are going to be looking at all elements of the design process in regards to improving stormwater management.

Mr. Chiavacci stated that there could be some restrictions on porous concrete when dealing with gasoline and the tanks.

Mr. Whitson questioned the necessity of another gas station when there is one already at the corner of Route 140 and Cranberry Road.

Mr. Horn stated that he believes it is Giant Foods' corporate model, adding that they want customers to shop in their store and in return, they will give money back at the pump.

DEPARTMENT REPORTS:

President and C.E.O. of the Westminster Fire and Hose Company No. 1 Bob Cumberland reported that for the month of July, the department responded to 145 fire calls; 54 in the City, 78 in the County, and 13 Mutual Aid. He stated that for the 2011 year they have received 867 calls which are down 35 from last year. He added that the total fire loss for 2011 is \$769,220. Mr. Cumberland also reported that they received 453 EMS calls in July, an average of 14 calls per day. He stated that they are down 17 calls from last year at 2,835. He added that they were able to staff the third ambulance 57 times in July, which brought the total to 445 times in 2011. Finally, Mr. Cumberland reported that they are still training on the new self-contained breathing apparatus (SCBA).

Mr. Ehlers reported that they are preparing for the draft financials for the audit and they are making good progress moving forward.

Chief Spaulding thanked the Mayor and Common Council for their participation in the National Night Out in Westminster, adding that all six events were very well attended. He then thanked Councilman Frazier for attending the Shop With A Cop Back to School event on Wednesday, August 3rd. He explained that they provided school supplies to 70 children onsite and as well as an additional 30 outside of the event. He stated that those children were from the Boys and Girls Club of Westminster and approximately 25 children whose names were received from the Housing Services Program of Carroll County. He added that the contributions came from the community and the police department merely coordinated and distributed.

Mr. Horn reported that there will be a Planning and Zoning Commission meeting on Thursday, August 11th where they will be reviewing the draft sign code which will include electronic message signs. He also reported that the Westminster Tree Commission will

also be meeting in the upcoming week to discuss the 19th Annual Forestry Workshop scheduled for this fall.

Ms. Wolf reminded the Mayor and Common Council that the first ever Carroll County Restaurant Week will be August 21st through August 28th. She explained that several restaurants in the area will be participating, such as Harry's Main Street Grille, O'Lordans Irish Pub, Johanssons Dining House, Maggie's, Birdie's Café, Paradiso, Giulianova, Liberatore's, Rafael's, Greene Turtle Sports Bar & Grille, and Gypsy's Tea Room, adding that all of them have specials for lunch and dinner. She encouraged everyone to participate.

ADJOURN:

Council Member Chiavacci adjourned the meeting at 7:31 PM.

Respectfully Submitted,

Elizabeth L. Fahey