

Commission Members and Others in Attendance:

Kathy Balderson
Mike Dixon
Stephen Domotor (Council Liaison)
Peggy Fleming
Ken Humble
Tom Neff (Chairman)
Mary VanMetre (Town Staff)

Pete Bowlus was not in attendance.

1. Commission Chair Tom Neff called the meeting to order.
2. November 2021 minutes were approved with motion by Kathy Balderson; 2nd by Mike Dixon; Motion carried
3. Citizen's Comments - None
4. J and J Comments/Concerns
 - a. Decision made by Town to hold J and J to terms of the existing contract.
 - b. Commission's role clarified as advisory and can make recommendations; Town makes the decisions
 - c. J and J letter was to be distributed to the commission as a FYI; not for decision making
5. Commission Elections
 - a. Per Town code elections are to be completed by July 1st of each year.
 - b. The Election for Chair and Secretary will be held at the May 18, 2022 meeting.
6. Spring Bulk Pickup
 - a. Tentative date is Saturday, April 30 from 9 am to 1 pm in the Municipal Parking Lot
 - b. Mary will confirm date with J and J (Back up date is May 7, 2022)
 - c. Chair Tom will contact Boy Scout troop 460 and 1191 to see if they wish to help by picking up items from residents and delivering to dumpsters
 - d. Street address will be checked to determine town residents only are dropping off items.
 - e. Advertisement will be on Town social media sites & Recycle Coach; with explanation of why stopped curbside
 - f. Mary will provide a list of acceptable & non-acceptable to the commission (Done)
7. Shred/Battery Event
 - a. Shred/Battery event will be Saturday, April 2, 2022; 9 to 12 at Watkins Park
 - b. Event will be limited to Residential in the 21771 zip code
 - c. Will advertise on Town's social media sites and note hours 9 to 12 pm or Truck is filled
8. Drug Take Back Day - Saturday, April 23, 2022 9 to 1 pm
 - a. The Commission will again participate with MAPD (Mary contacted Matt)
 - b. Volunteers to be decided at the March 16 meeting
9. Recycling Toters
 - a. 112 toters to be delivered this week
10. Downtown Trash and Recycling Center
 - a. Ashley Collier is going to get estimates for new fencing for the DTC
 - b. There are two trash dumpsters and one recycling dumpsters
 - c. There are to be three pickups a week for trash and 2 a week for the recycling; Chair Tom will try to determine if the pickups are happening as scheduled
 - d. Appears to still be a problem with the bike shop not breaking down their cardboard
 - e. Commission member Mike Dixon noted he has photos from a month ago showing the area was still a mess
11. Budget
 - a. Mary advised she is increasing the budget by \$100,000 in anticipation of increased hauler costs.

- b. Please forward her any concerns/increases/additions for the Budget by Monday, January 24.
- c. Results from RFP should be back before final budget figures are due.

12. RFP

- a. Refer to copy of the 2016 RFP and provide input to Mary by next week.
- b. RFP will be sent out by end of the month and returned in February.
- c. Mary will notify the Commission when the bid opening will take place; Commission members may sit in on the bid opening, but the decision is made by the Town.

13. 2022 Yard Waste Dates

- a. Melissa will update the 2022 Yard Waste dates on the Town website and also notify Recycle Coach.

14. Council Liaison Report

- a. Stephen Domotor reported a couple of ordinances were voted upon.
- b. Request for annexation of the Rigler property was processed; Public Hearing, February 7 at 6:30 pm
- c. Ordinance 2021-18 5G cell towers - Passed- will give guidance as to placement
- d. Several charter amendments discussed regarding checks and balances of responsibilities of town administrator, mayor, and protection for town employees; Workshop to be held February 24 at 6 pm
- e. Flat Iron Building, Council passed by vote 3 to 2 to do an alternate study of the three options; remove the building and rebuild a mid size building, remove the building and create a Plaza, and moving the actual building. Cost of study is \$40,000. Town hopes to make a decision by May or June 2022.
- f. Budget amendment to purchase body worn cameras for the MAPD (a grant and the Town will cover costs; budget replacement of Twin Arch business park water line
- g. Introduced Developer and Impact fees increase - last revised in 2007; need to add a public safety impact component. Public hearing will be February 7 before the Town Council meeting
- h. Town Council policy- council members are to disclose any contact with interested parties such as developers, rezoning, change of property purpose, site plans, etc to the Town Clerk. The Town Clerk will keep a log that will be available to the public to review. If an item is being voted upon, the council members must disclose before the vote if they have had any contact with the interested parties. Purpose of new policy is for better transparency.
- i. The Mayor is establishing a Main Street Safety Task Force. Councilman Domotor will be the liaison. Please let him know if you interested in joining the task force. They would like six volunteers.
- j. Councilman Domotor encouraged all commission members to continue to engage in advisement and recommendations to the Town Council.

15. Meeting adjourned with motion by Ken Humble and seconded by Kathy Balderson and Mike Dixon

16. Next Regular Meeting – March 16, 2022 @ 7 p.m.

SUMMARY OF ACTION ITEMS:

Mary VanMetre

- To confirm with J and J for April 30, 2022 date for Spring Bulk Pickup
- Provide list of bulk pickup acceptable and not acceptable items (Completed)
- Follow up with Ashley Collie on estimates for new fencing at the DTC
- Check with MAPD on April 23 Drug Take Back Day (Completed)

Chair Tom Neff

- Meet with Boy Scout Troops 460 and 1191 regarding helping residents with bulk pickup