

Present at the Administrative Session of the Mayor and Town Council of Oakland held at 4:00 PM were the following:

Kathy Shaffer	Mayor
Jay Moyer	Council President
Fred Gregg	
Dave Bruffy	
Tonya Helbig	
Dave Beard	

Councilman Sherwin Teagarden was not in attendance.

Also present were the Town Clerk, Cindy Coddington, Director of Administration and Finance, Randy Bittinger, Mayor-elect Andrew Sauder, newly elected council persons Scott Lohr and Terry Helbig along with Chief of Police Time Sanders, Trevor King and Michael Belvia of Perry's Solid Waste.

President Jay Moyer opened the administrative session with a brief explanation as to how the swearing in process and events will proceed for the administrative and regular sessions today.

The first item for discussion was the Town Clerk's Report with March 4, 2024, minutes. Motion to accept was made by Dave Bruffy with Fred Gregg submitting a second. The motion carried unanimously. The April 2024 monthly bills were presented to the Mayor and Council members for approval of payment. Motion to approve the bills for payment by Dave Bruffy with a second from Dave Beard. The motion carried unanimously. Utility bill adjustment requests were presented on behalf of the Elks Lodge and Lois Swartzentruber. The Elks Lodge had a verified leak while Ms. Swartzentruber had no information regarding her request for an adjustment, other than believing her bill was higher than normal. She could not reach one of her tenants to verify, but later in the discussion it was revealed the tenant has a beauty shop, this the possible reason for a higher than normal bill. The council asked Randy to have her submit more information and ask our water department to monitor the usage. A motion was made by Fred Gregg to approve the Elk Lodge's adjustment request followed by a second from Dave Beard. The motion carried unanimously. Dave Bruffy submitted a motion to approve the March 2024 financial report along with a second from Fred Gregg. The motion carried unanimously.

A motion was requested by Jay Moyer to replace Gwen Evans, the previous Town Clerk with the town's current clerk, Cindy Coddington as the representative of the Open Meetings Act for the Town of Oakland. This replacement is standard procedure in order for Cindy to register and take the online classes for such. A motion was made by Mayor Kathy Shaffer with a second motion from Dave Bruffy. The motion carried unanimously.

The mayor and council members then read the Arbor Day Proclamation with April 3, 2024, being recognized as Arbor Day for the Town of Oakland. A tree will be presented by the MD DNR at the Oakland Community Center by High Street at 10:00 am on April 3, 2024 and all are welcome to attend. This is Oakland's 22nd year as being recognized as receiving the

Tree City award. A motion to accept the Proclamation by Fred Gregg with a second by Dave Bruffy. The motion carried unanimously.

The council agreed by consensus they have no issues with leaving the lights hanging across to top of Banker's Alley as requested by the Arts Council as long as no adjacent businesses have concerns regarding the zoning.

Jay Moyer then reviewed the bid process and actions regarding the recent garbage bid process with council members before Mr. Belvia of Perry's Solid Waste came to address the members/ Cindy was asked to update the council of the details of the bid process and how the submission process was handled after the initial bid.

Michael Belvia of Perry's Solid Waste addressed the council regarding his concern of the recent bid process for Oakland's garbage bid. He feels his company did not receive a all of the necessary information to make a better-informed bid. The process and his concerns were discussed at length by council members, Cindy Coddington, Andrew Sauder and Randy Bittinger addressing questions, disputes and concerns raised by both council members and Mr. Belvia. The discussion ended with Jay asking Cindy to see how we can better improve this particular process before the next garbage bid in 3 years.

President Moyer then recognized Dave Bruffy for his work as a councilman during his recent tenure of the vacant seat allocated to him. Mr. Bruffy had been valuable asset to many committees along with his continued work with the ongoing Comprehensive Plan project. President Moyer then presented a certificate to Mayor Kathy Shaffer thanking her for her years on council as a council person and as the recent Mayor of Oakland. Mayor Shaffer worked overseeing many projects and processes along with securing grants for infrastructure upgrades and working toward updating the town's water system, thus aiding in procuring affordable housing for the residents of Oakland.

The administrative session ended at 5:00 pm to move into the regular session.

_____ Mayor

_____ Clerk