

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	
Sherwin Teagarden	
Dave Bruffy	
Tonya Helbig	

Dave Beard was not present at the meeting.

Also present were the Town Clerk, Cindy Coddington along with Paul and Adele Naylor.

The first item discussed was the issue of Sis Railey requesting to replace her existing mobile home in town limits with another. This is not allowed under the Town Ordinance unless located in 1 of 2 approved mobile home parks. She had also spoken to the Town Clerk, Cindy Coddington, stating she intends to replace the mobile home with a modular home. After discussion regarding the difference between modular and mobile homes between council members and Paul Naylor; for verification; it was asked that Cindy contact Sis Railey and inform her she needs to acquire the certificate from the manufacturer stating this is indeed a modular home as she may not place a mobile home on the property.

Next items for review were committee reports. Cindy advised the council she had given each of them an updated committee list. Dave Bruffy recognized the work the street department did to help the Arts Council string the lights over Banker's Alley for the Light Up Night and Christmas Holiday. The question of the status of Police Chief was brought up with discussion being tabled until the Executive Session. It was noted interview dates need to be as soon as possible as the candidate from the Sheriff's Department had chosen not to accept the position as a deputy, so the Garrett County Sheriff Dept. is reviewing additional candidates for hire before they are able to issue a current deputy to patrol the Town of Oakland.

Jay Moyer then reviewed the report from Nicole McCullough regarding the paragraph concerning the Autumn Glory parade. Fred Gregg explained the qualifications to be involved in the parades and the rules for political candidates to ride in the parades, businesses who want to have their own float instead of sponsoring a group and acceptable themes. The committee is looking into better wording to help individuals understand the regulations for each parade. Jay mentioned that First Sergeant Williams of the MD State Police would like to have a meeting with Fred and Nicole regarding Autumn Glory traffic control.

The minutes from the December 4 Administrative, Regular, and Executive sessions were approved with a motion made by Sherwin Teagarden and a correction from Dave Bruffy to correct duplication in the Nov. 13, 2023 minutes of his seconding of the motion to approve taking a loan through MDE for the water plant projects, After such; a 2<sup>nd</sup> to Sherwin's original motion was rendered by Dave Bruffy. Motion carried unanimously.

After discussion and instruction to our new council member by Jay Moyer, a motion to approve the January bills for payment was made by Fred Gregg with a second by Sherwin Teagarden. Motion carried unanimously. The financial statement was reviewed for the month of Dec. 2023 and council members were more comfortable with how it had previously been submitted by the

Executive Coordinator, Gwen Evans, instead of changing the format. A motion by Dave Bruffy was made to accept the financial report as is with a second by Fred Gregg. Motion then carried unanimously. Cindy was asked about the status of receipt of grant funds for work that had been completed. The process has been very slow, but the reimbursements are beginning to be deposited. Cindy continued with updating the council regarding the water plant project and we are awaiting the approval of the Board of Public Works before we can begin any notifications, etc. Brad Boal and his company are working on the cost estimate for the Community Center and will hopefully have an update soon. Scott Beitzel has not started replacing the sidewalk on Oak Street as instructed by the MD SHA and probably will not do so until Spring. Jay Moyer also asked about the projected completion date of the Broadford Amphitheater. Cindy did not have a definite date and the council would like this completed before the July 3<sup>rd</sup> fireworks event.

Fred Gregg addressed the council regarding the Southern HS Christmas light show and the possibility of donating the money they are planning to pay the Town for the entry fees back to them. Fred will reach out to Andi Sessa and make sure they have not paid the Town of Oakland yet. He will also ask them to come to the February 2024 meeting for a photo.

Council asked Cindy to reach out to Chips Network to have their Christmas tree and display taken down at the Community Center.

Jay Moyer noted to council members that the county is in the process of reviewing their budget and have been asked to look into reducing costs. Jay's thoughts are the same for the Town of Oakland's budget as he feels, along with other council members; costs are going to increase over the next few years.

Paul Naylor addressed the council asking for the trash receptacles be opened on the trails again as he walks his dogs daily and collects a lot of trash along the way. He asked that we put the bags back in the receptacles and offered to call Town Hall when they are full, or he could take them to his house.

There were 2 utility bill adjustments on the agenda with one being from Sis Railey in the amount of \$2,446.40 due to the trailer being vacant and developing a leak after having been winterized. A motion was made to adjust the water bill by Sherwin Teagarden and a second by Fred Gregg. Motion carried unanimously. The other utility bill adjustment was from Malik Muhammad in the amount of \$422.40 due to a leaking toilet. A motion was made by Sherwin Teagarden with a second by Dave Bruffy to approve the adjustment. The motion carried unanimously.

Mayor Kathy Shaffer addressed the council regarding the Mayor's Municipal Meeting and stated she had met with Brenda McCartney, Superintendent of Garrett County Schools. There was a good discussion on various topics. She also met Duane Yoder's replacement and said she believes he will make a big difference at Community Action. She informed the council members of the next meeting being tomorrow night and asked if there were any concerns or issues needing to be brought up by her at the meeting. There were none.

Administrative Session ended at approximately 5:12 PM.

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Mayor  
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Clerk