

November 2024 Meeting Minutes, Town of Burkittsville, Maryland

Attendees: (to be added)

- Meeting called to order at 7:30 PM by the Mayor
- New Clerk/Treasurer, Nicole Beller, sworn in
- September 2024 Meeting Minutes, September 23, 2024 Mayor & Council Emergency Meeting Minutes, and October 2024 Workshop Minutes and October 2024 Meeting Minutes all approved. Motion to approve made by Councilman Matt Morris, seconded by Councilman Jad Drake.
- September 2024 and October 2024 Treasurer's reports tabled for approval pending review of First Energy charges.
- Public Comment:
 - Shelby Beaver: Requested notification before voting occurs on issues that effect the public. Additionally said she would like to see additional community participation in holiday decorating, planned for the Sunday after Thanksgiving.
 - Aiden Carrier: Seeking donations for his youth soccer league, MOCO 1776 — Councilman Jad Drake made a motion to donate \$300 to the team, Seconded by Councilman Matt Morris.
 - Wayne Haupt: Spoke on the community coming together to replace town signs, decorate, and how the community works together.
 - Sam Brown: Expressed displeasure with structure of public comment section
 - Joyce Brown: Expressed that she would like to see an event recognizing the 200th anniversary of the Town's establishment, also requested that Potomac Edison be contacted regarding street light that is out on Werner Dr.
 - Nancy Hawker: Expressed displeasure with conduct of attendees at prior meeting, and noted that many residents were unaware of trick-or-treat in October. Volunteered to pass out fliers to ensure that residents are aware of future community events.
 - Jamee Robinson: Expressed concern regarding the proposed forensic audit — regarding the possible cost, and that the process casts suspicion on neighbors and residents who have served as mayor, council members, and clerk/treasurer. Proposed that the best idea would be to table the discussion of a forensic audit until a new mayor & council until after the next election in June 2025.

- Mayor Michael Robinson has been working on document scanning, found that files that should have been scanned were not (this included seven years of bank records)
- Planning and Zoning administrator: Jamee spoke with Brunswick's administrator, looking into potential conflicts of interest
- Charter Review:
 - Gloria Maser, Chuck Rounds, Jayme Marshall
 - Review to be completed within one year of September 2024 meeting.
 - Will assign a chair and begin meeting regularly
- Parks:
 - All parks have several broken fence pieces, typically taken care of by Crafee but holding off — Councilman Matt Morris said he will take care of this
 - Trees by SMHS & Red Barn are hitting vehicles — Councilman Matt Morris said he will take care of this
 - DOT signs in Guyton Park — Mayor Michael Robinson to call DOT to pick them up
- Tabling ethics discussion re. Crafee until discussing with attorney
- Forensic Audit:
 - Reviewers: Jayme Marshall, Chuck Rounds, Gloria Maser
 - Received five proposals, ranging \$7,000 - \$98,000
 - Overall recommendation is not to do audit if at all possible due to prohibitive cost
 - The committee recommended three companies from the five for interview and consideration if forensic audit is pursued: The Ledge Company, McKensie Forensic, and Craib Accounting
 - Resident Amy Smith suggested that Clerk-Treasurer Nicole Beller review bank records in an effort to avoid forensic audit
 - Discussion of routine financial audits took place, former Clerk-Treasurer Michele Beller confirmed that annual audits are required routinely by the state
 - Decision was made to form a financial controls review committee:
 - 30 days to advertise and recruit volunteers
 - 3 months for committee to complete review and recommend financial controls