



**CROFTON CIVIC ASSOCIATION
BOARD MEETING**

**Library Media Center, Crofton Elementary School
April 7, 2025 – 7:00 PM**

Present:

Board Members: Anna O’Kelly, Stephen Tull, James Kitchin, Brian Riley, Daria DeLizio, Charles See, Rob Kendall, John Sullivan.

Staff: Martin H. Simon, Jason Jett, Sgt. Sims, Cpl. Gable, Kathy Lavin, Tara Gottschalck.

President Anna O’Kelly opened the meeting with the Pledge of Allegiance.

Announcements:

The Crofton Winter Farmers’ Market continues through April 26th on certain Saturdays from 9:00 AM to 1:00 PM at the Crofton Library. The market features local and regional foods, crafts, and artwork. See Croftonfarmersmarket.com for details. The final days of the winter market will be April 12th and 26th .

The annual CCA Easter Egg Hunt is scheduled for Saturday, April 12th at 11:45 AM at the side field of Crofton Elementary School. There are over 10,000 stuffed eggs containing candy and prizes to find in the woods. There will also be a coned-off area in the open field for small children. Please bring your own bag or basket. Rain date is Saturday, April 19th.

The Greater Crofton Chamber of Commerce will host its annual Spring Festival on the Green on Saturday, April 26th from 10:00 AM to 3:00 PM at the Crofton Country Club. There will be food trucks, arts and crafts, music, family activities, and local vendors. Both the CCA and the Crofton Police Department will have booths, so please stop by and say hello.

Also on Saturday, April 26th, and Saturday, May 3rd, Prince of Peace Church will be holding its annual Used Book & Media Sale from 8:00 AM to 4:00 PM at 1657 Crofton Parkway. There will be hundreds of titles available of all genres and media types (books, CDs, comics, games, puzzles, etc.) Most books and media are priced at \$2 or less, \$1 for paperbacks. All proceeds will benefit projects such as the AA County Holiday Sharing Program, Crofton Christian Caring Council, Earth Care, Hilos de Plata, Light House Shelter Lunches, and Sarah’s House Dinners.

The State of Maryland District 21 Delegation will be doing a special post-session briefing to a joint meeting of the Greater Crofton Council (GCC) and the Crofton Civic Association (CCA) members. District 21 representatives include Senator Jim Rosapepe and Delegates Joseline Peña-Melnyk, Ben Barnes, and Mary Lehman. This joint GCC/CCA event will be held on Tuesday, May 6th, from 7:00 PM to 9:00 PM at the Village Commons Community Center at Waugh Chapel.

On Saturday, May 10th from 10:00 AM to Noon the CCA hosts our annual Armed Forces/First Responders Parade on Crofton Parkway from Crofton Woods Elementary to Crofton Elementary, with a backyard party at Town Hall following the parade. We'll have refreshments and some kids' activities, along with a dunk tank where you can test your throwing arm to douse one of our police officers! Please come out and support our heroes!

The next CCA Board and General Membership Meeting is scheduled for Monday, May 12th at 7:00 PM here at the Library Media Center. All residents of the Crofton Special Community Benefit District are invited to attend. State Senator Dawn Gile and Delegate Stuart Schmidt from District 33 will be our special guest speakers to provide highlights of the legislative session that is ending right now, as we speak!

Crofton Library Events highlights: (see full schedule at aacpl.net)

- April 10, 2:00 PM - 3:00 PM, Adult Book Club: The Faculty Lounge
- April 18, 6:00 PM - 8:00 PM, After Hours Teen Lock-In; Crafts, Games, Pizza & Snacks) (Ages 11 +)
- April 19, 2:00 PM - 4:00 PM, Tatreez with Wafa Gnaim, Arab-American Interests-Arts and Culture
- April 20th, All Branches Closed for Easter Sunday
- April 22, 4:30 PM - 6:00 PM, Earth Day Celebration
- April 24, 4:15 PM - 5:15 PM, Book Buddies: Big Tree by Brian Selznick (Ages 6-10)
- April 28, 6:00 PM to 7:30 PM, Crofton Houseplant Club

Approval of Minutes –

The previously distributed minutes of the March 10, 2025 meeting require approval.

There were no additional changes on these previously distributed minutes. The minutes were filed.

Town Manager's Report – *Martin H. Simon*

Martin announced that Chuck Cook and Jim Harvey are not present this evening. They are attending other meetings in the community. Chuck is attending events associated with the end of the legislative session, and Jim is attending the school redistricting meeting at the Elks Club.

Martin thanked Jim and Kathy along with everyone who worked on the Cherry Blossom Festival. It was very well attended. Based on the calendar next year both the Cherry Blossom Festival and the Easter Egg Hunt will occur on the same day.

Martin reported the BGE county-wide upgraded street light program will continue this summer with upgrades to the "E," "R," and parts of the "T" sections of the community. The new lights, which match the "S" section, are 14 ft. Colonial Town View style that use 150 W LED lamps (warm light).

Martin has been in contact with BGE representatives per DPW regarding the updating of the lighting at the parks. He met with the BGE representative at Swann Park. It was discovered the large pole in the center is a distribution pole and must be approved for relocation by the New

Business Department of BGE. The two other lights have no issues with relocation. He is hopeful that the large pole can be moved ten feet over to accommodate the new park equipment layout. He will report any progress. There is no cost for moving the fixtures, only a low monthly rental fee.

Martin reported that resident Ken Smith of the band Pocket Change has generously donated several used printers and a copier/scanner to Town Hall.

Martin reported on the Sidewalk Extension project. After submission of the petition results, he received correspondence from Paul Wiedefeld, Secretary of Transportation, which states that this project has not been identified as a prioritized project by Anne Arundel County. James added that the request has been elevated to the priority list in the County Executive's annual letter to Sec. Wiedefeld. The next step is for SHA to conduct a feasibility study.

Martin reported that the By-laws Committee met on March 20th. Chris Gowan met with Martin separately last week to amend the track changes to the working document agreed to from that meeting. They will meet again to finish before passing the draft to Stephen Tull to finish up. Stephen plans on continuing correction and stylistic changes. He will submit both drafts to the committee.

Martin reported the landscapers are planting and trimming for the spring season. They will complete the Lake Louise shoreline trim beginning Thursday or Friday next week, weather permitting. Rob asked if the trees that need to be removed have been identified. Martin and Anna have identified the trees to be removed. Martin will be present during the trimming.

Martin provided a police overtime report. There were 56 ½ total overtime hours used. 6 for court appearances, 7 1/2 for late calls, 20 for evening coverage, 2 for in-house meetings, and 21 for special events, including the Cherry Blossom Festival and the Harlem Wizards game at Crofton High School. Cpl. Gable was granted two days of administrative leave for Coast Guard training.

Comptroller's Report – James Harvey

Martin presented Jim's previously distributed financial reports to the Board.

Town Hall has received our check from the county in the amount of \$437,790 and was deposited on March 18th. This is \$70,790 more than what was budgeted. The county told us to expect an overpayment of \$78,000, therefore there will be one more additional payment of +/- \$7,000 by the end of the year. Anna has signed the transfer request for the revolving account. The Finance Committee will meet on April 10th and prepare a year-end reserve plan for presentation at the May meeting.

Martin, Jim, and Jason met with a representative from the Local Government Insurance Trust (LGIT). Their quote of \$16,940 looks great at first glance. We are currently paying \$104,000 through the HILB Group for our combined policies. We are investigating the tail coverage for protection during any gap in switching over.

Jim will be investigating new health insurance options. Aetna is leaving the small business market and will not renew our policy, plus he feels there is better coverage available outside of Aetna.

The Board is going to have to decide soon on the audit process moving forward. The auditors we have been using are no longer servicing tax districts. There are very few agencies who do this work, and those who do are not competitively priced. The county offers an alternative to this, which is to create our own independent audit committee. The Board would select three individuals from the community. They cannot be Board members. They do not need to be trained in accounting. They can be paid a stipend. It is up to the county auditor to determine if the individuals are qualified. We would begin the audit at the end of July. The county has outlined the process. Anna agrees that this option needs to be explored. James added in his report that this subject is on the agenda for discussion at the Finance Committee meeting next week.

Jim researched the DC Society of Human Resource Management (SHRM) regarding pay ranges and human resource guidelines to consider for the next budget.

Jim filed the annual Property Tax Report on March 26th.

We have added several folks to our email distribution list, bringing the total to 2,400 contacts. We have topped 700 followers on Facebook. The E-advocate will go out on April 9th.

Martin and Kathy reported on the upcoming events. There are enough volunteers for the Easter Egg Hunt this Saturday. Parade plans are ongoing. The National guard will bring one or two trucks. She is having trouble contacting Mission BBQ for the post parade party, and we may get food for the event from Chick-fil-A. We will have the mascot from Chesapeake Baysox. There may be the Marshall character from Paw Patrol, however the cost is \$505. There is an option to rent the suit for \$125. The details are in progress. There may be a dunk tank fundraiser for the police.

Police Chief Report – *Chief Jason Jett*

Chief Jett reported the department is gearing up for many special events and is proud to have participated in several during the month of March. The department has been busy handling patrol and administrative duties, and general maintenance to remain up to date on standards and continue to provide the community with the service it deserves.

The Chief reported the monthly statistics for March. There were 437 calls for service, 27 traffic stops, and 274 patrol checks. The department, along with Anne Arundel County police, were hampered much of the month due to the recent countywide cyber incident. All systems were back online by the end of March, and all normal duties resumed.

Chief Jett reported on some community events. The Crofton police were present during the Crofton Cherry Blossom Festival on March 22nd. Chief Jett, Sgt. Sims, and Cpl. Gable also participated in the PTSO event at Crofton High School playing against the Harlem Wizards on March 29th. They were happy to participate in this sold-out event for a worthy cause.

The Chief provided an update on community parking concerns. There has been no update from DPW on when we will receive the new signage for the revised parking plan on Crofton Parkway. There have been 41 parking violations issued between February and March.

Chief Jett reported there has been an increase in wheel thefts in the Arrive apartment complex. The suspects are well organized, masked, and work in coordinated teams in the early morning hours. Management there is considering providing extra security coverage and offering rent discounts to law enforcement officers who reside there. The targets are predominantly Hondas.

Cpl. Gable has been assigned as the department's Traffic Safety Specialist (TSS). The program has three designations TSS 1, TSS 2, and TSS 3. The TSS program is a collaborative effort of the MDOT MVA, The Maryland Highway Safety Office, the Maryland Association of Chiefs of Police, and the Maryland Sheriffs Association. Cpl. Gable is currently designated as TSS 1. There are nine hundred officers which represent sixty-six law enforcement agencies in the state of Maryland.

Cpl. Gable has been selected to attend the Maryland Motor Vehicle Highway Administration Office DUI Institute. This is a week-long training program in June. There are only thirty slots open. Chief Jett is honored that Cpl. Gable has been selected to participate in this highly specialized program.

The Chief reported the department wishes to begin a Challenge Coin fundraiser. The department is seeking permission to place an order for Challenge Coins. These are silver dollar-sized coins with the Crofton Police Department's insignia on them. They are usually collected by service members and law enforcement personnel. The police department would offer an opportunity for the public to purchase them for \$15 per coin. The cost is \$750.00. Anna and Martin agree that the coins may be purchased if the money is within the current operating budget.

Committee Reports

Covenant Review Committee – Stephen Tull

Stephen reported that he has received information from Prince of Peace Church to add an illuminated sign to the front of its property. He has distributed that information to the committee for review.

The committee has received one other request regarding a dispute between adjacent neighbors on Tipton Drive. The complaint is a home with yellow "No Trespassing" signs and pink "no trespassing" ribbon tape between the two properties. The Committee will see what they can do about having the homeowner remove it.

Public Safety Committee – Brian Riley

Brian had nothing to report.

Finance Committee – *James Kitchin*

James reported there will be a Finance Committee meeting on Thursday. The auditing process of the budget will be discussed. They will also review the financials through the end of May.

Recreation Committee – *Daria DeLizio*

Daria had nothing to report. Kathy reported that the Summer Concert Series schedule of bands is set.

Greater Crofton Council Liaison – *Chuck See*

Chuck announced the joint GCC and CCA meeting will be held on May 6th from 7:00 to 9:00 PM, at the Village Commons Community Center in Waugh Chapel. The District 21 delegation will present a summary of the recent legislative session.

Education Committee – *Chuck Cook*

Chuck was not present but provided a report which Anna delivered. Chuck attended the meeting of the school redistricting plans for Crofton High School held at Southern High School last week. There was no new information provided, though there were many members of the community who provided input with their concerns. Crofton High School is the only high school in the county that is currently over capacity at 110%. This will remain a point of contention within the community who do not wish to see the current feeder system change by redistricting students to Southern, Arundel, or the new Old Mill high schools.

Maintenance and Operations – *Rob Kendall*

Rob had nothing new to report.

Planning and Zoning – *John Sullivan*

John reported that Bill 2-25 that was introduced in January will be voted on tonight. The bill contains allowances for two four-story condos near the intersection of Riedel Road and Route 3 north, and two single story warehouses closer to the new Dunkin Donuts on Route 3 north. Most residents do not seem to be in favor of increased development in the area, though there is a need for affordable housing.

He reported there was a meeting on April 1st on the South Shore Trails project that is ongoing and will be completed in phases. He will provide updates as they occur.

He reported there was a request from residents in Crofton Woods to erect a sound barrier along Route 3. This would be a state issue that we can engage with our state legislators on.

He reported the county's Crofton Golf Stream restoration is progressing. The webpage has up to date information through March.

He reported in March the Crofton Colony was granted slope stabilization that has been installed for the ongoing flooding concerns. They are working on a grant to do more restoration in October. They appreciate the support they have received from the CCA.

He asked James about the plans for the property recently sold by Reno's. James did not have any information.

Citizen Comments –

There were no citizens in attendance.

With no additional questions or comments, the meeting was adjourned for an Executive Session to discuss a personnel matter.

Meeting minutes completed by Tara Gottschalck, Administrative Assistant (May 1, 2025)

MS/JH/JJ(tg)