## A close up of a sign  Description automatically generated

## MAYOR & COUNCIL

## **REGULAR BUSINESS MEETING MINUTES**

## January 18, 2022

\*\*\*Meeting minutes are transcribed in a summarized format. For full discussion and further detail of the meeting you can view the streamline video at the following link: http://townhallstreams.com/locations/rock-hall-md.

They are also available at Town Office\*\*\*

Mayor Jacobs called the meeting to order at 6:03 p.m. In attendance were Vice Mayor Jones, Councilmember Cook (virtual), Councilmember Edwards, Councilmember Collyer (virtual), Town Manager Resele and Police Chief Dempsey.

**Agenda**

Councilmember Edwards made a motion to approve the agenda as presented. Vice Mayor Jones seconded the motion. All in favor. Motion carried.

**Minutes**

Councilmember Edwards made a motion to approve the Regular Business Meeting Minutes for December 9, 2021. Vice Mayor Jones seconded the motion. All in favor. Motion carried.

Vice Mayor Jones made a motion to approve the Closed Session Meeting Minutes from December 9, 2021. Councilmember Edwards seconded the motion. All in favor. Motion carried.

**COVID Update**

Positivity rate climbed to 25.1%. There were 3 deaths since December 1, 2021. 232 confirmed cased in Kent County in the 14 days. 25% of all reported cases in the County have occurred over the last 6 weeks.

**Correspondence**

Shrewsbury Church sent a message that if anyone knows of anyone homeless during this cold weather, please get in touch with the Church.

Sacred Heart Church and St. John’s Church for the next 2 weeks are collecting gloves, scarfs and coats and can be dropped off at either Church.

**Administrative Reports**

The Financial Report.

Police Chief Dempsey gave the police report.

Chief Dempsey also presented the Rock Hall Police Department’s 2021 Annual Report. He as requested raises officers in pending budget talks.

**Streets and Sanitation**

Process of removing Christmas decorations.

Snow removal two storms. Hired private contractor to support efforts.

Removal of trees from storm. Removal of dead deer on roads.

Truck in for service – overheating.

Sewer line repair on Lawton Avenue.

Meter reading and new installations.

**Water Operations**

Bidding water tower maintenance (ARPA funding).

Billing software and AMI meter syncing.

Review of meter pits during the installation of meters.

New meters locating many home/businesses water leaks.

**Sewer Plant Operations**

New recording software being installed on computers for daily reading.

Repairing of piping to drying beds.

**Parks & Recreation**

No meeting on January 17th due to sickness.

Really need volunteers.

Next Meeting will by Monday, February 21, 2022 at 7:00 pm.

**Planning and Zoning**

Chris Jakubiak, Planning and Zoning Administrator attended the meeting virtually.

On January 12, 2022 the Planning Commission had a meeting and voted to send to the Council a recommendation for larger setbacks for large buildings like Pole Barns on residential lots.

They also want to broaden the types of plans that will go to the Planning Commission to include new single family home developments.

Still need to update the Critical Area Map and have set a Public Hearing date for February 9, 2022 to bring things up to date.

Board of Appeals hearing will be sometime in February.

General Code will update the Zoning Regulations in the Code Book.

**Museum Board**

Council was given a copy of Mr. Harrison’s RFP proposal as requested. A discussion followed.

Councilmember Cook made a motion to approve Mr. Forloney’s proposal. Vice Mayor Jones seconded the motion. (Mayor Jacobs, yea, Councilmember Cook, yea, Vice Mayor Jones, yea, Councilmember Edwards, nay, Councilmember Collyer, abstention. Vote carries.

Vice Mayor Jones made a motion to approve the application to Kent Museums for the possibility of a $3,000.00 to $5,000.00 Grant. Councilmember Collyer seconded the motion. All members voted yes. Councilmember Edwards abstained. Vote carries.

**Communication Board**

Nothing to report.

**Transportation**

Nothing to report.

**Ethics Board**

Nothing to report.

**Other Organization**

Nothing to report.

**Special Events Permit**

Maggie’s Muskrat Cookoff will be held on February 5, 2022.

Councilmember Collyer made a motion to approve the event of Maggie’s Muskrat Cookoff on February 2, 2022. Councilmember Cook seconded the

motion. All in favor. Motion carried.

**Old Business**

ARP Budget

 Mini Excavator purchased

Dump Truck purchased

Trailer for equipment hauling purchased – sending invoice to USDA

**New Business**

Winterizing of Old Town Hall Plumping.

Water will be shut off to main building.

Piping will be addressed when determining building direction.

HVAC heating will remain on.

Separate water line will run to South extension boiler.

Will keep heat in this section set at 55 degrees.

Too costly to add fluids to boiler and guarantee.

North Wing will keep heaters set at 55 degrees.

Old boiler building will be isolated no water and no heat.

Survey old Town Hall to see if property line are acuate boundary lines. Bill Crowding provided an old survey.

Building Advisory Committee presentation will be the next Regular Business Meeting on February 1, 2022.

**For the Good of the Town**

Mayor Jacobs read an email from Mark Einstein to the Council.

**Next Meeting Dates**

Monday, January 31, 2022 – Utilities Board Meeting and Mayor & Council Regular Workshop Meeting.

Thursday, January 10, 2022 – Mayor & Council Regular Business Meeting.

Special Workshops if needed – TBD

 Town Hall Building discussions/plans

**Closed Session**

Councilmember Collyer made a motion to recess into closed session at 8:44 p.m. under General Provisions Art. 3-305(b)(1) “to discuss the appointment, employment, assignment, promotion, discipline, compensation, removal, resignation, or performance evaluation of appointees, employee, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals”. Councilmember Cook seconded the motion. All in favor.

Actions taken:

None

**Adjournment**

Motion to adjourn the Regular Business Meeting at 10:07 p.m. was made by Vice Mayor Jones. Councilmember Collyer seconded the motion. All in favor. The motion carried.

Respectfully Submitted:

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Cheryl M. Butler

 Approved by:

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Dawn Jacobs, Mayor

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Carolyn Jones, Vice Mayor

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Timmy Edwards, Councilmember

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Eleanor Collyer, Councilmember

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 James Cook, Councilmember