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## MAYOR & COUNCIL

## **REGULAR BUSINESS MEETING MINUTES**

## July 14, 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 6:12 p.m. In attendance were Councilmember Edwards, Councilmember Collyer, Councilmember Cook, Town Manager Resele and Police Chief Dempsey. Vice Mayor Jones attended virtually.

**Agenda**

Councilmember Collyer made a motion to approve the agenda as amended. Councilmember Edwards seconded the motion. All in favor. Motion carried.

**Minutes**

Councilmember Cook made a motion to approve the Regular Business Meeting Minutes for June 9, 2022 pending change of date. Councilmember Edwards seconded the motion. All present at that meeting in favor. Motion carried.

Councilmember Cook made a motion to approve the Closed Session Meeting Minutes from June 9, 2022. Councilmember Edwards seconded the motion. All in at that meeting in favor. Motion carried.

**Correspondence**

Main Street Rock Hall sent in their July Newsletter.

**Administrative Reports**

The Financial Report – No update.

Police Chief Dempsey gave the police report and talked about parking violations fees.

Councilmember Cook made a motion pending input from Legal that the fines be set for parking violations as follows:

Regular Parking - $25.00

Fire Hydrant - $50.00

Handicapped - $100.00

Councilmember Edwards seconded he motion. All in favor. Motion carried.

**Streets and Sanitation**

Mosquito Spraying.

Maintenance Software for streets, pump stations and hydrants - Annual cost - $2,200.00 - Setup, GIS integration and Data Conversion Fee $1,500.00 – Total invoice $3,700.00.

Councilmember Collyer made a motion to approve the payment to iWorQ for $3,700.00. Councilmember Cook seconded the motion. All in favor. Motion carried.

Repair to 319DT Skid steer equipment and returned to service.

Layout of Boundary and E Sharp – Road marked with “Stop Ahead” and “Stop”.

**Water Operations**

 Repair to orange pump for Temporary support – Compressor replacement

 2,572.95.

Councilmember Collyer made a motion to approve payment for the compressor replacement in the amount of $2,572.95. Councilmember Edwards seconded the motion. All in favor. Motion carried.

Water Tower RFP – Review complete and it will be decided by price.

**Sewer Plant Operations**

PS #2 back online with pump repair and pump well repaired to install new shutoff valve – DSI invoice - $9,724.71.

Councilmember Collyer made a motion to approve payment of the invoice to DSi in the amount of $9,724.71. Councilmember Edwards seconded the motion. All in favor. Motion carried.

Have a quote to purchase two new pumps 48K(4B2A) or one for 36K (4C3Y) with 22-26 weeks lead time.

Received new quote for Pump Station alarm system on 8 of 9 Stations 56K – funding covered under ARPA funding

**Parks & Recreation**

Discussed the Baby Contest.

Discussed the FY23 LPPI Grant Summary of Projects - Kent County - Rock Hall Civic Center – approved for 151K of original 348K. Need ideas as to where to spend the money. Civic Center and Ferry Park Beach.

Discussed the possibility of having Fireworks at the Fish Drop on New Year’s Eve.

**Planning and Zoning**

The Planning Commission wants to have a “vision workshop” for the upcoming Comp Plan sometime in September or October. The Commission wants to have the Council at the Workshop to discuss the future vision of Rock Hall will be and what priority or challenges are facing the Town.

There are three (3) Zoning Text Amendments changes the Planning Commission would like Council to look at and for their input. A discussion followed.

Councilmember Cook made a motion to move forward with amendment #2 – Building Footprint. Councilmember Collyer seconded the motion. Mayor Jacobs – Yes, Vice Mayor Jones – Yes, Councilmember Collyer – Yes, Councilmember Cook – Yes and Councilmember Edwards – Nay. Motion carried.

Councilmember Collyer made a motion to move forward with amendment #3 but striking single family residential structures. Vice Mayor Jones seconded the motion. Mayor Jacobs – Yes, Vice Mayor Jones – Yes, Councilmember Collyer – Yes, Councilmember Cook – Yes and Councilmember Edwards – Nay. Motion carried.

**Code Enforcement**

Town Manager Resele stated there are 18 current active cases and 39 completed code enforcement cases.

**Museum Board**

Had a meeting Monday, July 11, 2022 with Robert Forloney attending. Worked on the collection policy. Worked on inventory of documents and looking for space for the inventory once it can be moved from the Old Municipal Building.

**Communication Board**

Nothing to report.

**Transportation**

Nothing to report.

**Ethics Board**

Nothing to report.

**Other Organization**

Kent County Economic Development will be studying the opportunity of a Passenger Ferry with destination assessment going around the edge of the bay and one stop would be Rock Hall.

**Events**

Fall Bike Fest October 16th rain date October 23rd

Christmas in July 7/23 (close Chesapeake Villa Drive)

Pirates and Winches – August 12th through August 14th

**Old Business**

**Circuit Rider Grant Writer Program**

Meeting next week

**American Rescue Plan**

Nothing new to report.

**Town Hall Options Update**

Choptank Medical System will be moving forward and opening an office at the Rock Hall Elementary School in September. They will also be having a mobile unit coming to Rock Hall.

Mayor and Council want to have a Special Meeting to discuss the Town Hall on Tuesday, July 26, 2022 at 6:00 pm.

**New Business**

Councilmember Collyer made a motion to approve the Charter Amendment Resolution No 2022-01. Councilmember Cook seconded the motion. All in favor. Motion carried.

**Closed Session**

Councilmember Collyer made a motion to recess into closed session at 8:51 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”. §3-305(b)(14) “before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.” Councilmember Edwards seconded the motion. All present in favor.

Purpose:

Discuss employee and contract matters.

Closed Session Discussion:

Discussed resignation of employee and plan to find replacement. Discussed contract and provider options for grass service and water tower maintenance.

Actions taken:

No actions were taken.

**Re-open Regular Meeting**

Councilmember Cook made a motion to move forward with the maintenance contract with Southern Corrasion for the 2022-2023 – 10-year water tower maintenance. Councilmember Collyer seconded the motion. All in favor. Motion carried.

Councilmember Cook made a motion to award the Rock Hall Lawn Care contract to Top Notch Lawn Care Service. Councilmember Collyer seconded the motion. Mayor Jacobs – Yes, Vice Mayor Jones – Yes, Councilmember Collyer – Yes, Councilmember Cook – Yes and Councilmember Edwards – Nay. Motion carried.

**Next Meeting Dates**

Monday, August 1, 2022 – Utilities Board Meeting and Mayor & Council Regular Workshop Meeting.

Thursday, August 11, 2022 – Mayor & Council Regular Business Meeting.

**Adjournment**

Motion to adjourn the Regular Business Meeting at 9:47p.m. was made by Councilmember Collyer. Councilmember Cook seconded the motion. All in favor. The motion carried

Respectfully Submitted:

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 Cheryl M. Butler

 Approved by:

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 Dawn Jacobs, Mayor

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 Carolyn Jones, Vice Mayor

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 Timmy Edwards, Councilmember

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 Eleanor Collyer, Councilmember

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 James Cook, Councilmember