



MAYOR & COUNCIL
REGULAR BUSINESS MEETING MINUTES

August 13, 2020

****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>. There are also available at Town Office****

Mayor Jacobs called the meeting to order at 6:02 p.m. In attendance were Vice Mayor Andrews, Councilmember Jones, Councilmember Edwards, Councilmember Collyer, Town Manager Resele, Clerk-Treasurer Loller, and Police Chief Dempsey.

Agenda

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

Minutes

Vice Mayor Andrews made a motion to approve the Regular Business Meeting minutes for July 9, 2020. Councilmember Edwards seconded the motion. All in Favor. Motion carried.

COVID-19 Challenge

There are 9 new cases in Kent County this week. The Maryland positivity rate is down to 3.63 %. Effective today the State Police will have a tip line to report business violations.

Administrative Reports

Clerk-Treasurer Loller gave the financial report. (*)

Police Chief Dempsey gave the police report. (*) and stated that house parties at private residence are a point of concern for the Town.

Streets and Sanitation

Installed new “Children at Play” signs at the Beach.

Delmarva Power installation of 23 LED lights on Main Street will be delayed until the fall.

Road repairs on Sharp, Chesapeake, Henry, Boundary and Stripper Run have started.

Water and Sewer Operations

Town Manager Resele read the Water Plant monthly report which is attached.

Clarifier 1 in back online and the RAS pump #1 has been repaired.

Met with Maryland Rural Water and they will come back on August 25th to help with heavy hydrant flushing on Bayside and Sharp Street for 2 night.

Addressing all concerns from MDE over the water quality.

Town Manager Resele read the Sewer Plant Monthly report which is attached.

PS#8 is back up and running.

PS#2 needs a transducer.

PS#3 and #2 need a seal replaced.

Replaced all sewer caps that were found during the smoke test.

Parks & Recreation

They had a meeting on July 27, 2020 and will have a Zoom Meeting next in August. Looking into how to celebrate Halloween and Christmas this year. Town Manager talked with Sue Brown about Ball Fields and she wants to volunteer to coordinate with any help with them.

Planning and Zoning

A weekly meeting was held today. Chris made a new fees schedule to amend the old fee schedule which will need an ordinance amendment.

Vice Mayor Andrews made a motion that the Council institute this new fee schedule. Councilmember Collyer seconded the motion. All in favor. Motion carried.

Also discussed how to get a street address (911) for a new home on Sharp Street.

Museum Board

Museums of Kent County was putting together a promotional video of all the museums of Kent County. They shot some footage at the Town Hall.

Communication Board

Still need to put the Welcome to Rock Hall video up on the Town's website. New information signs are ready to be installed.

Old Business

Loan Refinancing

Vice Mayor presented the Council an updated the loan schedule. There was a discussion that followed.

Vice Mayor Andrews made a motion to complete the application for DHCD for one USDA Loan and possibly check for new money needs that can be identified

for the roof between now and the end of August. Councilmember Edwards seconded the motion. All in favor. Motion carried.

Vice Mayor Andrews made another motion to hire Davenport as Financial Advisor and sign their engagement letter. Councilmember Collyer seconded the motion. All in favor. Motion carried.

CDBG Income Survey

There was a discussion on what needs to be done to do another mailing.

Town Hall Maintenance

Town Manager Resele talked about fixing/patching the Town Hall roof at a cost of \$3250.00.

Vice Mayor Andrews made a motion to approve \$3,250.00 for the patching of the roof. Councilmember Collyer seconded the motion. All in favor. Motion carried.

New Business

Events

Pirates & Wenches Weekend – Laurie Walters asked if the Council was okay with having a group of 6 people(pirates) go around to the house and boat that won the decorating contest and take pictures with the winners. A discussion followed.

Councilmember Collyer made a motion to not accept the proposition that was put before the Council for an event as an event. Vice Mayor Andrews seconded to motion. All in favor. Motion carried.

Vandalism

Discussed what needs to be done to stop the vandalism at the Civic Center. There was also a discussion about the Village bathrooms and how to proceed locking them at night.

Census

There is a major push to get the Census turned in.

Next Meeting Dates

Monday, August 31, 2020 – Utilities Board Meeting and Mayor & Council Regular Workshop Meeting.

Thursday, September 10, 2020 – Mayor & Council Regular Business Meeting.

Closed Session

Vice Mayor Andrews made a motion to recess the meeting and to go into closed session at 8:03 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 Jones seconded the motion. All in favor. Motion carried.

Actions Taken in Closed Session

Qualification and Town Manager’s recommended compensation of potential new employee for Water and Sewer Plant operations. Recommendation was approved by all Councilmembers in attendance.

Adjournment

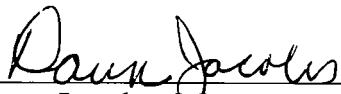
Motion to adjourn the Regular Business Meeting at 8:32p.m. was made by Vice Mayor Andrews. Councilmember Collyer seconded the motion. All were in favor. The motion carried.

(*) See Town Manager’s, Financial and the Police Report for further details.

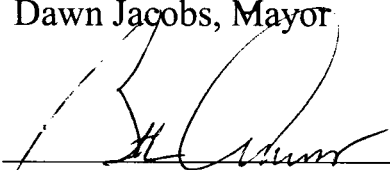
Respectfully Submitted:

Cheryl M. Butler

Approved by:



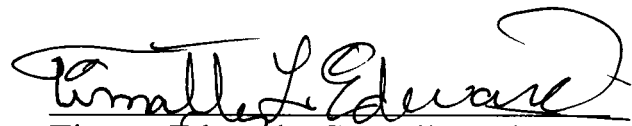
Dawn Jacobs, Mayor



Beth Andrews, Vice Mayor



Carolyn Jones, Councilmember



Timmy Edwards, Councilmember



Eleanor Collyer, Councilmember



COUNCIL

REGULAR BUSINESS MEETING MINUTES

Town Manager's Report

Aug 13th, 2020

A. Administrative Reports

A. Financial Report

B. Departments Reports

A. Street & Sanitation

- Installed new signs at Beach "Slow Children at Play"
- Road repair started on Sharp, Chesapeake, Henry, Boundary, Stripper Run
- Delmarva Project for LED street lights to start in the fall – delayed COVID19 and Storms

B. Water & Sewer

- Monthly Report (**see attachment**)
- Pump Station #8 repaired and back on line (failed electrical wiring plug)
- Replaced transducer on Pump Station #2
- Seal needs replaced on pump in Pump Station #4 pump #2. Waiting for parts for repair – this pump is inoperative, running on #1 pump
- Completed replacing sewer clean out caps found in smoke test, result of lower waste water flow
- Purchased VFD drive for 4R well, delay in delivery because of part shortage created by COVID 19
- All concerns from MDE water quality visit being address:
 - Ultrasonic testing of horizontal filter tank
 - Inspection of Water Storage Tanks scheduled as weather permits
 - A meeting with Maryland Rural Water was on 8/12, scheduled to return and support flushing our most serious waterlines on August 25th
 - Replacing butterfly valve to improve shut off during back flush
 - Review of Water Plant by our engineering firm GMB
 - Spot flushing continuing
 - Alarm system for Water Plant on order
 - Water treatment verified

C. Parks and Rec

- Working with Sue Brown to review best practice for baseball fields

D. Planning and Zoning

- Weekly meeting to update staff on topics
- New fee schedule for review – **see attachments**
 - would require an ordinance amending Chapter 102 to include these fees
 - subdivision ordinance would need to be amended as well to remove the specific fee language therein

E. Museum Board

- Video of Museum shot last Friday

F. Communication Board - New Information signs arrived

G. Transportation N/A

C. Old Business

- A. Catholic Ave project – Terry Fearins is waiting on Submission package
- B. MDIA investigating 3 properties
- C. RAS Pump Project – RFPs sent out yesterday. Proposals due back on Aug 26th.
- D. Trash receptacle delayed – COVID 19 manufacturing problems

D. New Business

- A. Events request this weekend
- B. Civic Center problems
- C. Census Plan



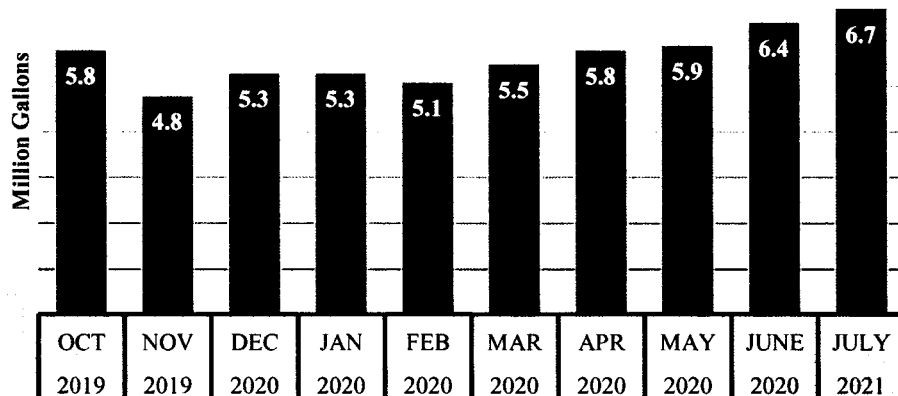
Town Manager's Report

Aug 13, 2020

Water Plant Report

Water flow from Pumps	6.7 million gallons
Daily Average	217,000 gallons
Condition of Plant	5 well running 383hr
Chlorine	595 lbs.
Caustic	523 gal./1 2.5 daily
Fluoride	16 gallons/ .5 gal per day
Aluminum Chloralhydrate (ACH)	235 gals/18-gal day
Back Flush	134,000 gals

Water flow from Pumps





Waste Water Sewer Plant Report

Total Flow June	6,901,000 gallons
Average Flow per Day	225,000 gallons per Day
Total Rainfall	7.6 inches
Condition of Plant	#1 Clarifier back on line #1 RAS pump back on line

Flow from WWTP

