



MAYOR & COUNCIL
REGULAR BUSINESS MEETING MINUTES
October 8, 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>. They are also available at Town Office****

Mayor Jacobs called the meeting to order at 6:07 p.m. In attendance were Vice Mayor Andrews, Councilmember Edwards Councilmember Collyer, Town Manager Resele, Clerk-Treasurer Loller, and Police Chief Dempsey. Councilmember Jones was absent.

Agenda

Vice Mayor Andrews made a motion to approve the agenda as amended. Councilmember Collyer seconded the motion. All present in favor. Motion carried.

Minutes

Tabled until next Regular Business Meeting for corrections needed.

Community Announcements

October 13, 2020 is the deadline to register to Vote. Forms are available at the Post Office and online. Request for a Ballot deadline is October 20, 2020. Early voting starts October 26th through November 2nd and is only at the Kent County Public Library.

Flu shots will be available at the Drive-thru event taking place at the Rock Hall Volunteer Fire Company, Tuesday, October 13, 2020 from 2-6.

COVID-19 Challenge

Kent County has had 315 cases to date. The Kent County Positivity rate is at 2.13% and the Maryland positivity rate is at 2.9%.

Correspondence

Tolchester Marina would like to take out of storage Mr. Bett's Tolchester Revisited Museum and move it to the Marina where they will display the collection in public spaces for visitors to enjoy. Will need a decision from the Museum Board.

Kent County Chamber of Commerce will be updating their directory.

The Kent County Commissioners will be hosting the Annual Consolidated Transportation meeting on October 13, 2020.

Joanne Rich of the Main Street Rock Hall Committee had a meeting about how the Main Street program works and wants the Council to understand what they are doing for Main Street Rock Hall.

Administrative Reports

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

Police Chief Dempsey gave the police report. (*)

Streets and Sanitation

Waiting on quote for lighting at the Civic Center pavilion.

Fixing pot holes around Town.

Water and Sewer Operations

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

Sewer Plant

Another Smoke test will be held on October 21st and 22nd by Maryland Rural Water.

Pump Station #2 need valve repair and Pump Station #4 needs one of the pumps repaired.

Water Plant

Ultrasonic testing of horizontal filter tank completed.

Preparing RFQ's for a 10 year-maintained programs for Water Towers.

Alarm system for Water Plant needs wiring for upgrade auto dialer have a quote for \$3,683.65.

Vice Mayor Andrews made a motion to approve the expense of \$3,683.65 for the construction for the wiring of the Auto Dialer. Councilmember Collyer seconded the motion. All present in favor. Motion carried.

Discussion on the Edesville agreement. Kent County has agreed to a monthly meeting.

Parks & Recreation

Nothing

Planning and Zoning

There will be a Planning and Zoning meeting on Wednesday, October 14, 2020 at 7:00 pm.

There will be a Board of Appeals meeting on Wednesday, October 21, 2020 at 7:00 pm.

Chris is still working on making changes to the Fee Schedule.

Museum Board

There was a discussion on the Waterman's statue and Boathouse on the corner of Rock Hall Avenue.

Communication Board

Need to put Rock Hall video #2 on the Webpage.

Transportation

Nothing

Old Business

Events & Permits

There was a long discussion on the Fireworks the Fire Company want to hold on Friday, October 30, 2020. The Fire Company decided on having the Fireworks without the Councils approval.

Halloween Movie night will be held on Friday, October 20, 2020.

Vice Mayor Andrews made a motion to approve the Halloween Movie night. Councilmember Collyer seconded the motion. All present in favor. Motion carried.

Small Town Saturday Carriage Rides will be held on Saturday November 28, 2020

Vice Mayor Andrews made a motion to approve the Carriage Rides. Councilmember Collyer seconded the motion. All present in favor. Motion carried.

The Mainstay wants to have local artist play music at Small Town Saturday. Council will discuss further at a later date.

Personnel Policy

Still working on it.

Town Hall Maintenance

Sent two letters showing the urgency of the need for funding. A discussion followed.

Vice Mayor Andrews made a motion to move ahead and borrow \$100,000.00 on repair the roof. Councilmember Edwards seconded the motion. Councilmember Collyer voted yes, Mayor Jacobs voted no and Councilmember Jones was absent. Motion carried.

Loan Refinancing

Getting ready to put out the RFQ's.

CDBG Income Survey

The Council will be getting everything ready for door knocking to get more surveys.

Security Cameras

Security Cameras still needed for the Civic Center and Village which cost \$5,000.00.

Vice Mayor Andrews made a motion of purchase 2 cameras and pods for \$5,000.00. Councilmember Collyer seconded the motion. All present in favor. Motion carried.

New Business

Resolution 2020-02

USDA Grant Funding for Purchase of a Lawn Mower and Trailer Vote and Adopt

Vice Mayor Andrews made a motion to adopt Resolution 2020-02 which approves the application for, and receipt of, grant funding through United States Department of Agriculture for purchase of a Lawn Mower and Trailer. Councilmember Collyer seconded the motion. All present in favor. Motion carried.

Next Meeting Dates

Monday, November 2, 2020 – Utilities Board Meeting and Mayor & Council Regular Workshop Meeting.

Thursday, November 12, 2020 – Mayor & Council Regular Business Meeting.

Special Workshops – if needed - TBD
CDBG Income Survey
Re-purpose MD-HCD Grant Funds

Adjournment

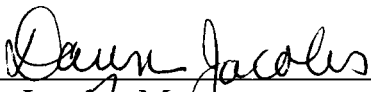
Motion to adjourn the Regular Business Meeting at 9:32p.m. was made by Vice Mayor Andrews. Councilmember Edwards seconded the motion. All present in favor. The motion carried.

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

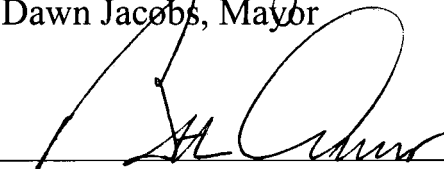
Respectfully Submitted:

Cheryl M. Butler

Approved by:

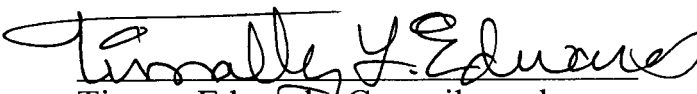


Dawn Jacobs, Mayor

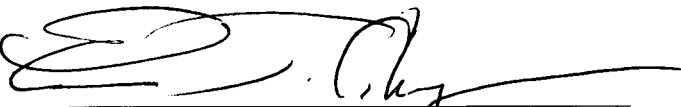


Beth Andrews, Vice Mayor

Carolyn Jones, Councilmember



Timmy Edwards, Councilmember



Eleanor Collyer, Councilmember



COUNCIL

REGULAR BUSINESS MEETING MINUTES

Town Manager's Report

October 8, 2020

A. Administrative Reports

- Financial Report

B. Departments Reports

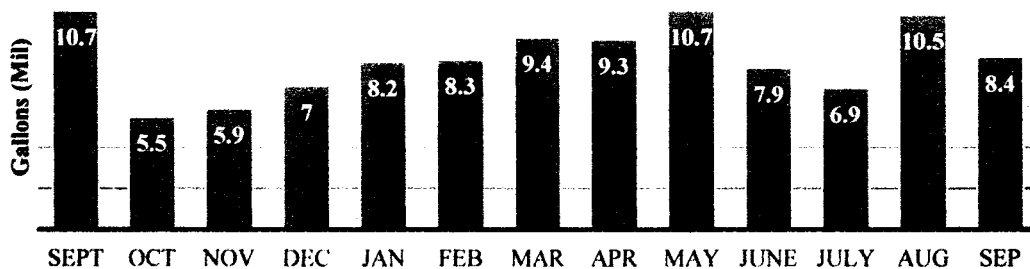
- Street & Sanitation
 - Waiting on quote for lighting at pavilion Civic Center
 - Repaired pot holes in areas around the town
- Sewer
 - Monthly Report (**see attachment**)
 - Pump Station #2 needs valve replaced – JPS will be on site next week for quote
 - Pump Station #4 need one of the pumps repaired - JPS will be on site next week for quote
 - Second Smoke Test – Oct 21st and Oct 22nd
- Water
 - Monthly Report (**see attachment**)
 - Ultrasonic testing of horizontal filter tank completed and meets requirement to moving forward on pricing for replacing media in filters
 - Working on 10 Year Maintenance program for Water Towers – preparing RFQ
 - Alarm system for Water Plant being scheduled to be installs next two weeks
 - Quote for wiring to auto Dialer **\$3,683.65 need approval**
 - Trenching from Well #5
 - Overhead cable tray from Shop
 - Chlorine Room
 - Clarifier
 - Mount antenna and Control box for Dialer
- Parks and Rec
- Planning and Zoning
 - Weekly meeting to update staff on topics
 - New fee schedule is being modified and then sent to Legal for review
- Museum Board
- Communication Board
- Transportation



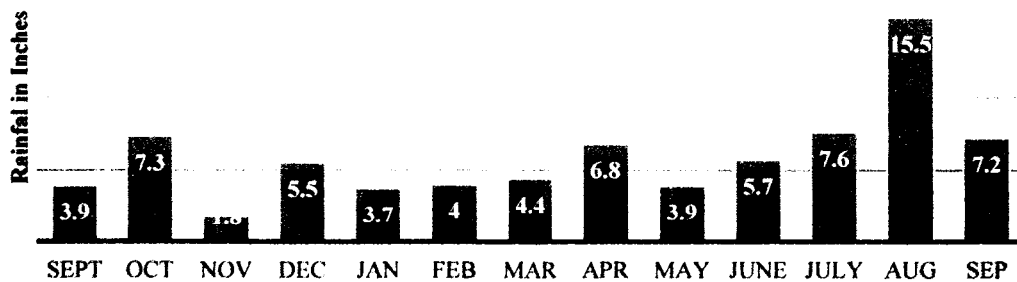
Waste Water Sewer Plant Report

Total Flow June	8,400,000 gallons
Average Flow per Day	342,000 gallons per Day
Total Rainfall	7.2 inches
Condition of Plant	Repaired Affluent pump Smoke Test 10/21 – 10/22

Flow from WWTP - August



Rainfall





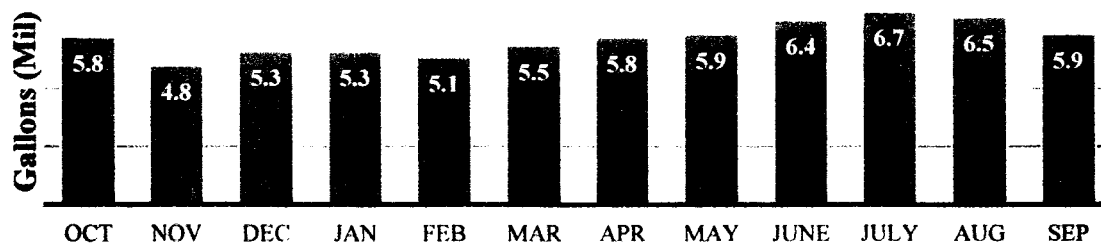
Town Manager's Report

October, 2020

Water Plant Report - September

Water flow from Pumps	5.9 million gallons
Daily Average	198,000 gallons
Condition of Plant	5 well running 285hr 9.5 average daily rate
Chlorine	515 lbs.
Caustic	448 gal./1 2.5 daily
Fluoride	16 gallons/ .5 gal per day
Aluminum Chloralhydrate (ACH)	272 gals/18-gal day
Back Flush	121,000 gals

Water flow from Well - September



C. Old Business

- Security Cameras need to purchase at least Two (Civic Center & Village) **\$5,000 need approval**
- Roof Repair – Line of Credit or Loan
- Personnel Policy Manual starting review of options from other documents

D. New Business

- Fireworks 10/31
- New Fiber Optic utility – Talkie
 - Working with legal to determine if we need special permits that are signed off by Public Works