



**MAYOR & COUNCIL**  
**REGULAR BUSINESS MEETING MINUTES**  
January 12, 2023

*\*\*\*Meeting minutes are prepared 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 6:00 p.m. In attendance were Vice Mayor Jones, Councilmember Edwards, Councilmember Cook, Town Manager Resele, Code Enforcer Whitman, and Police Chief Dempsey. Councilmember Collyer attended virtually. Invited Meeting Participant, Patrick Thomas, Town Legal Counsel and his Assistant Rebecca Guay.

### **Agenda**

Councilmember Cook made a motion to approve the agenda as presented. Councilmember Edwards seconded the motion. All present in favor. Motion carried.

### **Minutes**

Councilmember Cook made a motion to approve the Special Workshop Meeting Minutes for October 20, 2022. Councilmember Edwards seconded the motion. All present in favor. Motion carried.

Councilmember Cook made a motion to approve the Closed Session Meeting Minutes for October 20, 2022. Councilmember Edwards seconded the motion. All present in favor. Motion carried.

Councilmember Cook made a motion to approve the Regular Business Meeting Minutes for December 8, 2022. Councilmember Edwards seconded the motion. All present in favor. Motion carried.

Councilmember Cook made a motion to approve the Closed Session Minutes for December 8, 2022. Councilmember Edwards seconded the motion. All present in favor. Motion carried.

## **Correspondence**

Choptank Community Health System and the Kent County Health Department will be promoting the healthcare services that are now available at the School Based Health Center at Rock Hall Elementary School.

This is a clinic that is operated by Choptank Community Health System. They have availability to see patients of any age in the Rock Hall Community. They are a Federally Qualified Health Center that accepts a wide range of insurances, and offers a sliding scale of fees for those with low incomes. The clinic is open 2 days a week and is seeking patients. Individuals receiving care do not have to have any affiliation with the KCPS or RHES. This would be a tremendous resource for RH residents who have transportation difficulties.

The direct phone number for the Rock Hall elementary school clinic is: 667-377-2004.

Main Street Rock Hall sent in their January Newsletter.

Cindy Genther Member of the County's Rezoning Task Force recommended that property owners who use their residential property as a vacation rental be required to register the property and pay the County's five percent lodging tax, which is in addition to the six percent Maryland state sales tax.

## **Administrative Reports**

The Financial Report was given by Town Manager Resele.

Police Chief Dempsey gave the Police Report. Chief Dempsey also addressed the parking issues in the Town and there was a review of the new Rock Hall Parking Violation Fines.

Code Enforcement Report was read by Code Enforcer Dave Whitman. There was a discussion on amending the fine schedule for the Town.

## **Streets and Sanitation**

Final repair of potholes and water main repairs (HUR)  
Bayside Water Main repair completed.

Working with Bigg Tyme Trash on trash issues.  
Smaller 52-gallon cans might be available for residents.

There was a discussion about redoing Chapter 125 of the Charter. Will discuss further at the next Workshop meeting.

Working with Top Notch Lawn Care to evaluate and quote the storm water runoff drains on South Hawthorne Avenue, Haven Court, Jamar Road, Walnut Street and Civic Center drainage.

## **Water Operations**

Need a new Dump Valve replacement for Clarifier which will cost around \$24,275.00.

Councilmember Collyer made a motion to approve the valve replacement up to \$24,275.00. Vice Mayor Jones seconded the motion. All in favor. Motion carried.

## **Sewer Plant Operations**

Nothing new to report.

## **Parks & Recreation**

Basket Tree will be coming down Friday, January 13<sup>th</sup>. You can pick-up your baskets in the Gazebo at the Villages.

Next meeting will be Monday, January 16, 2023 at 7:00 pm to discuss Ferry Park and the Civic Center.

## **Planning and Zoning**

Talked about the Comprehensive Plan and discussed affordable housing.

Next meeting will be Wednesday, February 8, 2023 at 7:00 pm.

## **Museum Board**

Mayor Jacobs swore in Donna Legg to the Museum Board.

There are new Acting Members to the Museum Board.

Andy Glenn – Acting Chair

Steve Atkinson – Acting Vice Chair

Terri Mulligan – Secretary

Dawn Jacobs – Acting Treasurer

The Museum on Main Street event will take place in Chestertown at the Kent Cultural Alliance Building from April 22, 2023 to May 21, 2023.

## **Councilmember Cooks proposal:**

Museum Privatization and Funding

Motion (Revised and Proposed 1/12/2023)

Funding Line Items

Easily Accessible Funds

\$23,500 – Museum Artifact Budget Allocation

\$4,049.73 – Museum Expenditures – Account (4,049.73 – new balance as of 12/12/22)

Total: \$27,549.73

Calculations from Insurance Funds

All Insurance Funds - \$142,436

Less:

Town Hall Lease, Expenses, and Utilities (3-year – Project Length)  
\$82,500

Existing Building Relocation and Restoration Expenses  
\$17,500 – Moving

\$17,500 – Equipment Salvage and Relocation

Insurance Total (Reasonably) Available for Potential Museum Use:  
\$24,436

Total Reasonably Available (All Sources)

\$51,985 (\$27,549 + 24,436)

Parameters

Establishment of a 501c3

Town will recognize a 501c3 once formed to assume operations, ownership, and responsibility of the Rock Hall Museum and its contents

The New organization will secure insurance

Insurance and independent status will allow members to access the museum collection

Waivers drafted by Town legal representative will still be required  
Town will provide the allocated funding to the new museum organization  
\$51,985 - May be used for whatever purposes the 501c3 deems necessary

An MOU shall be developed with specifics on the long-term relationship between the  
Town and the museum and will be finalized within 12 months

Specific responsibilities of the M/C, MB, and the new 501c3 during the transition

Members of the 501c3 may not hold a position or appointment with the Town and  
simultaneously hold a voting seat on the 501c3 board during any  
negotiations between the Town and the 501c3

Legal relationship between the 501c3 and the Town after the 12-month period

A member of M/C will hold an ongoing honorary/ex-officio seat on the board of  
directors of the 501c3

MTAs (Material transfer agreements) will be executed to ensure that all artifacts currently held  
by the Museum Board through the Town will be transferred to the 501c3

Any ongoing financial or other support outside of the transition period will be at the discretion  
of future M/C and can be requested on an annual basis

Councilmember Cook made a motion to accept the revised plan for the Museum  
Board. Councilmember Collyer seconded the motion.

Mayor Jacobs – No

Vice Mayor Jones – Yes

Councilmember Edwards – Yes

Councilmember Collyer – Yes

Councilmember Cook – Yes

Motion carried.

The Museum Board requested that the Mayor and Council hold off for about a  
month before using Prism to move the Artifacts.

Next meeting will be February 13, 2023.

## **Communication Board**

Will discuss at the next Workshop Meeting.

## **Transportation**

Nothing to report.

## **Ethics Board**

Nothing to report just need one more person.

## **Other Organization**

Rock Hall Fire Company still pursuing Grant for a new Rescue and a new Ambulance.

The Fire Company swore in new Officers.

## **Events**

None at this time.

## **Old Business**

### **Circuit Rider Grant Writer Program**

There will a meeting with Jeannette DeLude and Elizabeth Hussein on January 13, 2023 to discuss other ways to get funding.

### **American Rescue Plan**

There was a discussion about the spending plan and budget adjustment.

### **Town Hall Options Update**

Will have to declare the property as surplus and no longer needed for public purpose.

There is a letter of intent to purchase by Tom Balun.

Frank Hodgetts of Home Partnership, Inc. reviewed the building on January 6, 2023.

A discussion followed about the building.

## **New Business**

### **Committee Board Sizes**

After a discussion the Council decided to leave the Board sizes alone for the Museum Board and Parks and Recreation Board.

### **Rock Hall Town Hall Conversation Session**

It was decided that since the Town Manager can't attend the Sunday, January 22, 2023 meeting it will be moving to Sunday, January 29, 2023 from 3 to 5 pm.

### **For the Good of the Town**

Laurie Walters spoke to the Council,

### **Next Meeting Dates**

Monday, January 30, 2023 – Utilities Board Meeting and Mayor & Council Regular Workshop Meeting.

Wednesday, February 8, 2023 – Planning & Zoning Town Meeting – Rock Hall Comprehensive Plan.

Thursday, February 9, 2023 – Mayor & Council Regular Business Meeting.

Special Workshops – TBD

Town Hall Building Discussions/Plans

Planning & Zoning Board – Comprehensive Plan Workshops

### **Closed Session**

Vice Mayor Jones made a motion to recess into closed session at 8:45 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 present in favor. Motion carried.

In attendance were Mayor Jacobs, Vice Mayor Jones, Councilmember Edwards, Councilmember Cook and Town Manager Resele. Councilmember Collyer attended virtually.

### Purpose

Personnel matters

### Closed Session Discussion:

Personnel – Staffing for Temporary help in the Finance Office.

### **Resume the Regular Business Meeting**

A motion to adjourn the Closed Session meeting and return to the Regular Business Meeting at 9:00 pm. was made by Vice Mayor Jones. Councilmember Collyer seconded the motion. All in favor. The motion carried.

### Actions taken in Closed Session:


All Councilmembers voted in favor of hiring Temporary staff for the Finance Office.

### **Adjournment**


A motion to adjourn the Regular Workshop Meeting at 9:04 pm. was made by Councilmember Edwards. Vice Mayor Jones seconded the motion. All in favor. The motion carried.



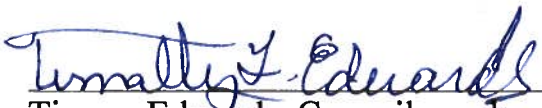
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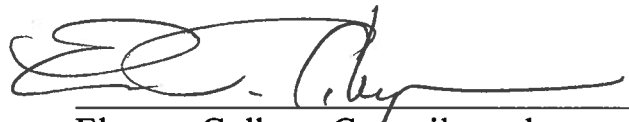
  
Cheryl M. Butler

Approved by:

  
Dawn Jacobs, Mayor

  
Carolyn Jones, Vice Mayor

  
Timmy Edwards, Councilmember

  
Eleanor Collyer, Councilmember

  
James Cook, Councilmember