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## MAYOR & COUNCIL

## **REGULAR BUSINESS MEETING MINUTES**

## August 12, 2021

*\*\*\*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 6:00 p.m. In attendance were Vice Mayor Jones, Councilmember Cook, Councilmember Edwards, Councilmember Collyer, Town Manager Resele, Clerk-Treasurer Loller and Police Chief Dempsey.

**Agenda**

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

**Minutes**

Councilmember Collyer made a motion to approve the Regular Business Meeting Minutes for July 8, 2021. Councilmember Edwards seconded the motion. All in favor. Motion carried.

Councilmember Collyer made a motion to approve the Closed Session Meeting Minutes from July 8, 2021. Councilmember Edwards seconded the motion. All in favor. Motion carried.

**Guest Speaker**

**Jamie Williams, Kent County Director of Economic Development & Tourism**

Introduced The Enterprise Zone program which provides real property and state income tax credits for businesses located in a Maryland enterprise zone in return for job creation and investments. The area must satisfy at least one of the following requirements: Unemployment at least 150% of the average rate in either the State or the United States. Poverty level incomes at least 1.25 times the national average.

At least 70% of incomes that are less than an amount equal to 80% of the median family income. Population decreased by 10 %, chronic abandonment, demolition of the property is occurring or substantial property tax arrearages exist. Not every business located in an enterprise zone is eligible to receive tax credits. To claim the credit, the business/property owner must apply and be approved by the Town Council or County Commissioners​ as eligible for the credit. The program will be administered by the Town and County Economic Development offices.

Vice Mayor jones made a motion to Give Jamie Williams permission to proceed with the application process. Councilmember Cook seconded the motion. All in favor. Motion carried.

**COVID Update**

The Emergency Operations Center will start meeting monthly. Cases from the Delta Variant have changed from moderate to substantial this week. No restrictions so far however, it is recommended that people wear mask indoors and individual businesses can make their own decision.

The Health Department will hold a Vaccine Clinic on Tuesday, August 24th from 9-2.

**Correspondence**

Main Street Rock Hall sent in their monthly report. (\*)

**Administrative Reports**

Financial report will be presented at a later date.

Police Chief Dempsey gave the police report. (\*)

Discussion about the upcoming Pirates & Wenches weekend.

There was a discussion about the possible donation of $34,000.00 to purchase the new Police car.

Councilmember Collyer made a motion if a $34,000.00 donation should come in, the Council steer the money towards the purchase of the new Police car. Vice Mayor Jones seconded the motion. All in favor. Motion carried.

**Streets and Sanitation**

Set up Town for Pirates & Wenches.

Automated Meter installations.

Conditioning of Ballfields.

There was a discussion about the Ballfields and they need to be monitored better. Asked Councilmember Edwards to write down a procedure on how to maintain the ballfields.

Mayor Jacobs talked about the need for the ditches to be trimmed instead of using so many weed chemicals.

Discussion about the Bruch Pile and the possibility of a program where the residence purchase lawn bags from Village Hardware and once a month they place the bags at the curb and the Town will pick them up.

**Water Operations**

Water Leak in Gratitude Area – found today with help from “Maryland Rural Water” using ultrasonic equipment.

Calibrated Chemical Feed Pump.

**Sewer Plant Operations**

Phosphorus out of range – creating Non-compliance report. Ordered test kits and will creating five-day report.

ProStart proposal for 5 months.

Councilmember Cook made a motion to accept the proposal by ProState to be Superintendent and train the operators for Rock Hall. Vice Mayor Jones seconded the motion. All in favor. Motion carried.

**Parks & Recreation**

Vice Mayor Jones stated that the memorials won’t be here for 6 weeks and they are trying for a spring dedication.

Sunday, September 26th there will be a Town wide picnic at the Civic Center. More information will be posted at a later date.

Carriage Rides will be on November 27th. More information will be posted at a later date.

Also talked about maybe forming a 4th of July Committee.

Next Meeting will be Monday, August 16th at 7:00 p.m.

**Planning and Zoning**

Still working on getting the Website updated.

Andrew Thurman spoke about a possible dog park or requesting to designate an official space for pet recreation. A discussion followed.

**Museum Board**

Planning Strategy Project is in motion.

Working with Washington College to do a digital presentation of artifacts. College students will take 3D pictures and the digital presentation will be available on line when finished.

Councilmember Collyer made a motion to keep the Municipal Building closed until such time when the Council can figure out another way to allow the students to come in the building and be safe. Councilmember Cook seconded the motion. Mayor Jacobs – No, Vice Mayor Jones – Yes, Councilmember Edwards – Yes, Councilmember Collyer – Yes and Councilmember Cook – Yes. Motion carried

**Communication Board**

Nothing to report.

**Transportation**

 Nothing to report.

**Ethics Board**

Nothing to report.

**Other Organization**

Nothing to report.

**Special Events Permit**

Produce stand at Durocher’s lot.

Councilmember Cook made a motion to approve pending getting a Business License from The Town of Rock Hall. Vice Mayor Jones seconded the motion. All in favor. Motion carried.

**Fall Fest Block Party at Maggie’s.**

Councilmember Cook made a motion to approve the Fall Fest Block Party at Maggie’s. Councilmember Collyer seconded the motion. All in favor. Motion carried.

**Old Business**

**Town Hall Options Update.**

Environmental report on Civic Center Building.

FEMA trailers – still possible.

Next meeting of Advisory Board next Tuesday Aug. 17th

1. Funding – working MML

a. Clarity on current State Grant – passed on today’s email.

b. Insurance monies – limitation to use.

c. New request to build new – cost per square foot.

2. Civic Center Building – report shared.

3. Spacing needed for medium term until final decision – 5,000 to 8,500 sq ft.

4. Modular build for quicker solution.

5. Is there a dropped dead date to move items from Museum?

a. Is Brawner’s idea of Museum still active?

**Email replacement & Microsoft Office 365 E3**

Councilmember Collyer made a motion to approve the expenditure for Microsoft office email and Microsoft Office 365 through BayTech. Councilmember Cook seconded the motion. All in favor. Motion carried.

Mayor Jacobs said she talked to Tom Willis about using Durdings for the Museum and Library which would use the other side of the building.

**Hotel Tax Revenue**

Nothing new to report.

**Restricted Cash/Unearned Revenue**

Nothing new to report.

**American Rescue Plan (ARP) Update**

Still waiting.

**Vote on Ordinance No. 2021-07 (25% Water & Sewer Rate Increase).**

Councilmember Collyer made a motion to approve Ordinance No, 2021-07 Municipal Water/Sewer usage rates. Councilmember Cook seconded the motion. Mayor Jacobs – Yes, Vice Mayor Jones – Yes, Councilmember Edwards – No, Councilmember Collyer – Yes and Councilmember Cook – Yes. Motion carried.

**New Business**

**Choptank Health Care**

Mayor Jacobs also stated that Choptank Medical is establishing a headquarters in Chestertown. They will try to have a mobile unit come to Rock Hall.

**2021 Kent County Hazard Mitigation Plan**

Adopted.

**Potential Line Item FY22 Budget Adjustments.**

Talk again at the next meeting.

**Next Meeting Dates**

Monday, August 30, 2021 – Utilities Board Meeting and Mayor & Council Regular Workshop Meeting.

Thursday, September, 2021 – Mayor & Council Regular Business Meeting.

Thursday, August 19, 2021 – Mayor & Council Special Workshop Meeting – Financing.

**Adjournment**

Motion to adjourn the Regular Business Meeting at 9:18 p.m. was made by Councilmember Collyer. Councilmember Edwards seconded the motion. All in favor. The motion carried.

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

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