## A close up of a sign Description automatically generated

## MAYOR & COUNCIL

## **REGULAR BUSINESS MEETING MINUTES**

## September 9, 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, Police Chief Dempsey and Clerk-Treasurer Loller (Virtual).

**Agenda**

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

**Presentation of Retirement Recognition Certificate**

Mayor Jacobs presented USPS Postmaster Tom Bednar with a Recognition Certificate for his years with the USPS.

**Swearing in of Museum Board Members**

Mayor Jacobs swore in Neal Metzbower and Tom Willis as new Museum Board Members.

**Minutes**

Councilmember Collyer made a motion to approve the Special Budget Meeting Minutes for June 15, 2021. Councilmember Cook seconded the motion. All in favor. Motion carried.

Vice Mayor Jones made a motion to approve the Special Budget Meeting Minutes for June 16, 2021. Councilmember Edwards seconded the motion. All in favor. Motion carried.

Vice Mayor Jones made a motion to approve the Closed Session Meeting Minutes for June 16, 2021. Councilmember Collyer seconded the motion. All in favor. Motion carried.

Councilmember Edwards made a motion to approve the Special Budget Meeting Minutes for June 19, 2021. Councilmember Cook seconded the motion. All in favor. Motion carried.

Councilmember Edwards made a motion to approve the Special Budget Meeting Minutes for June 21, 2021. Vice Mayor Jones seconded the motion. All in favor. Motion carried.

Councilmember Cook made a motion to approve the Special Budget Meeting Minutes for June 22, 2021. Councilmember Edwards seconded the motion. All in favor. Motion carried.

Councilmember Collyer made a motion to approve the Special Budget Meeting Minutes for June 23, 2021. Vice Mayor Jones seconded the motion. All in favor. Motion carried.

Councilmember Cook made a motion to approve the Closed Session Meeting Minutes for July 12, 2021. Councilmember Collyer seconded the motion. All in favor. Motion carried.

Vice Mayor Jones made a motion to approve the Public Hearing Meeting Minutes for August 12, 2021. Councilmember Edwards seconded the motion. All in favor. Motion carried.

Councilmember Cook made a motion to approve the Regular Business Meeting Minutes for August 12, 2021. Vice Mayor Jones seconded the motion. All in favor. Motion carried.

Councilmember Cook made a motion to approve the Special Workshop Meeting Minutes for August, 19, 2021. Councilmember Edwards seconded the motion. All in favor. Motion carried.

Councilmember Collyer made a motion to approve the Closed Session Meeting Minutes from August 19, 2021. Councilmember Edwards seconded the motion. All in favor. Motion carried.

**COVID Update**

The main focus is with vaccines and booster shots at Nursing Homes.

There were four (4) new cases this week.

**Correspondence**

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

Fall Fest will be on October 9, 2021.

Directional Sign project is still ongoing.

Working on Small Business Saturday on November 27, 2021.

**Administrative Reports**

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

There was a discussion about opening a new checking account for restrictive funds.

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

**Streets and Sanitation**

Automated Meter installations – received new tablets and coding equipment.

Water Leak W Sharp Street – repaired.

“No Parking” signs on order for Sharp Street.

Painting of curbs to match “No Parking”.

There was a discussion on the brush pile and the possibility of having Eastern Shore Environmental pick-up the yard waste bags twice a month curbside.

Councilmember Cook made a motion to authorize Town Manager Resele to contract at the price of $1,000.00 per month to have brush picked -up in Rock Hall on a trial basis throughout the rest of the year (2021) until December 31, 2021. Vie Mayor Jones seconded the motion. All in favor. Motion carried.

**Water Operations**

New Bulk Tank installed.

Building a containment tank around new tank.

Due to discolored water on Labor Day Weekend, filter trial postponed.

**Sewer Plant Operations**

ProStart proposal need a motion for Mayor to sign document.

Councilmember Cook made a motion to sign a contract with ProStart for their service and authorize Mayor Jacobs to sign the contract. Councilmember Edwards seconded the motion. All in favor. Motion carried.

MDE - C&E certification need approval for signing.

Councilmember Cook made a motion to authorize Mayor Jacobs to sign the C&E Certificate requested by Chris Derbyshire. Councilmember Collyer seconded the motion. All in favor. Motion carried.

**Parks & Recreation**

Planning on joining the Truck & Treat at the Firehouse again this year.

Still looking for a place to have a movie night.

Grant Drainage application at Civic Center is due tomorrow, September 10, 2021.

**Planning and Zoning**

General Code quate for codifying the zoning, subdivision, and floodplain documents is $10,500.00.

**Museum Board**

Next Meeting will be September 14, 2021 at 6:30 pm.

Washington College students and advisors were in Rock Hall on Saturday, September 4th to take a tour of the Town and look at the different Museums.

**Communication Board**

Mayor Jacobs has someone who can volunteer their time to help update the website.

**Transportation**

Mayor Jacobs has been talking to MML and asked if some RFP money could possibility be available for transportation. The only way was to show a loss of revenue. Mayor Jacobs is still working on this.

**Ethics Board**

Waiting to hear from someone who showed interest in becoming a member.

**Other Organization**

COGS meeting will start again this month.

Eastern Shore Dine Around with Elite Coach came to town with 50 visitors on board and had lunch at BayWolf and ice cream at Get the Scoop.

**Special Events Permit**

a. Fall fest approved

b. Lions Yard Sale approved

c. Triathlon approved

**Old Business**

**Town Hall Options Update.**

Review lease from Wyble building on Rt#20. Need decision tonight to move forward with short term phase (minimal one year).

Councilmember Collyer made a motion to allow the Town Manger to execute a lease for a period of 12 to 18 months for a monthly rent of $1,200.00 to $1,300.00. Vice Mayor Jones seconded the motion. All in favor. Motion carried.

Servpro (mold remediation) reviewed all buildings on 9/8/2021 – waiting on quote.

Next meeting of Advisory Board next Tuesday, September 21, 2021.

Reviewing with Carrie Lhotsky from DNR if “Open Space” requirements will not let us build on Civic Center property.

Police moved into RHES, computer hookup on Monday, September 13, 2021.

**Email replacement & Microsoft Office 365 E3**

Email replacement will be on line September 17, 2021.

**CDBG Income Survey**

The Council will need to make a new list of people that haven’t responded and

go out and try to get responses by October 8, 2021.

**American Rescue Plan (ARP) Update**

Town Manager Resele handed out a report on how the money can be spent and his wish list.

**New Business**

**Potential Line Item FY22 Budget Adjustments.**

Purchase mini-excavator. Current rental $1700.00 per month reduce cash flow. New is financed at 0% interest for 6 years ($70,000).

Purchase Dump Truck – ($80,000).

Sale old Dump Truck at auction ($3-4,000) – as is.

Councilmember Cook made a motion to sell the Dump Truck at auction. Vice Mayor Jones seconded the motion. All in favor. Motion carried.

Sale old John Deere tractor ($1,500) – as is.

Councilmember Cook made a motion to sell the John Deere Tractor to the highest bidder after first contacting Atlantic Tractor to see if they want to buy back with attachments. All in favor. Motion carried.

**Next Meeting Dates**

Monday, October 4, 2021 – Utilities Board Meeting and Mayor & Council Regular Workshop Meeting.

Thursday, October 14, 2021 – Mayor & Council Regular Business Meeting.

Special Workshops if needed – TBD

Building discussions/plans

Bond financing & refinancing – RFP status update – Bond Council with

Lindsey Radar

Grants

**Adjournment**

Motion to adjourn the Regular Business Meeting at 9:03 p.m. was made by Councilmember Edwards. Councilmember Collyer seconded the motion. All 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

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Carolyn Jones, Vice Mayor

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Timmy Edwards, Councilmember

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Eleanor Collyer, Councilmember

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

James Cook, Councilmember