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## MAYOR & COUNCIL

## **REGULAR BUSINESS MEETING MINUTES**

## November 10, 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 and Police Chief Dempsey.

**Agenda**

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

**Minutes**

Vice Mayor Jones made a motion to approve the Regular Business Meeting Minutes for October 14, 2021. Councilmember Cook seconded the motion. All in favor. Motion carried.

Councilmember Cook made a motion to approve the Closed Session Meeting Minutes for October 14, 2021. Vice Mayor Jones seconded the motion. All in favor. Motion carried.

Councilmember Collyer made a motion to approve the Special Workshop Meeting Minutes for October 19, 2021. Vice Mayor Jones seconded the motion. All in favor. Motion carried.

Councilmember Collyer made a motion to approve the Closed Session Meeting Minutes for October 14, 2021. Councilmember Edwards seconded the motion. All in favor. Motion carried.

Councilmember Cook made a motion to approve the Closed Session Meeting Minutes for October 4, 2021. Councilmember Collyer seconded the motion. All in favor. Motion carried.

**COVID Update**

There were 105 cases for the month of October in Kent County.

Testing at the Kent County Health Department – Monday and Thursday for the general public. Tuesday and Wednesday for children and staff from schools or childcare facilities.

Vaccination Rate:

 Age 12+ 69%

 Age 12-17 47%

 Age 18+ 70%

 Age 65+ 92%

**Correspondence**

Main Street Rock Hall sent in their monthly report. Copy attached.

Beth Dunn from Main Street Rock Hall presented the Mayor and Council with a check for $500.00 as a Thank You for the support given at Fall Fest.

The Hospital group sent in a letter.

**Administrative Reports**

The Financial Report was tabled.

Police Chief Dempsey gave the police report.

There was a discussion about speed enforcement. Chief Dempsey will invite the traffic speed enforcement vendor to a future meeting.

**Streets and Sanitation**

Automated Meter installations.

Civic Center Winterized until Spring.

Beach Winterized until Spring.

“No Parking” signs arrived will install on East Sharp Street.

Trimming trees hanging over roads.

Working with contractors to pave roads in areas that will not be torn up with water line replacements – mains.

Installed new directional business signs for GRHBA.

**Water Operations**

Replacing wall and door to Chemical room.

Put in meters in AMI software.

Working with Coyne Chemical to make sure shortages do not cause problem with operations – need to purchase backup totes to have as standby.

**Sewer Plant Operations**

Chris Derbyshire GMB Presentation.

Headworks Bids – see revised RAPA budget.

MDE Preliminary ENR Eligibility Determination.

Need to have Roto-Rooter to clean out grit chamber and Scum pits.

Contractor could not replace gutters on drying beds, only can make 5” gutter and need 8”. Will requote with another commercial contractor.

Walter Higgins Contracting came in at the lowest bid for the screen replacement at the Sewer Plant at $321,250.00. Recommend the Council award the bid to them.

Councilmember Cook made a motion that the Town award the contract to Walter Higgins Contracting for the Mechanical Screen Replacement at the Sewer Plant. Councilmember Edwards seconded the motion. All in favor. Motion carried.

Mayor Jacobs asked what the eligibility determination for the ENR Project was and Chris Derbyshire answered her questions.

**Parks & Recreation**

Trying to have a Christmas movie night.

Working on the Christmas Basket Tree. All new baskets will need to be done this year and you must paint your own.

Saturday, December 4, 2021 will be Santa’s arrival at the Bulk Head to Main Street and the Basket Tree lighting.

Next Meeting will by Monday, November 15, 2021 at 7:00 pm.

**Planning and Zoning**

Chris Jakubiak Planning and Zoning Administrator talked about the new permit tracking software to the Council.

Councilmember Cook made a motion to approve the lower cost packet of $2,500.00 annual fee for the iWorks service agreement for the setup fee. Councilmember Collyer seconded the motion. All in favor. Motion carried.

There was a discussion about Airbnb and VRBO Ordinance.

**Museum Board**

Councilmember Cook made a motion the RFP recommended to the Council by the Museum Board dated for November 12th. Vice Mayor Jones seconded the motion. Councilmember Collyer abstained from the vote. All in favor. Motion carried.

Tolchester artifacts previously stored at the Sewer Plant have been moved to Tolchester Marina as a loan and a MOU will be drafted.

**Communication Board**

Nothing new.

**Transportation**

Nothing new.

**Ethics Board**

Nothing new – still working on it.

**Other Organization**

Nothing to report

**Special Events Permit**

Carriage Rides for Home for the Holidays on November 27, 2021.

**Old Business**

ARPA budget

Adjustment to Headwork bids.

 Purchase mini excavator

Current rental $1,700 per month = $20,400 annual

73,250 0% /60months / $1,220.84 = $14,650 annual

65,000 3.1% /60months / $1170.86 = $14,050 annual

Purchase Dump Truck.

**New Business**

New Telephone system to be installed at the Wyble Building. The new system will be cloud based.

Talked about ARP money.

Councilmember Collyer made a motion to approve the discounted price at 3.1% at $1,170.86 per month for the purchase of a Mini Excavator. Councilmember Cook seconded the motion. All in favor. Motion carried.

Vice Mayor Jones made a motion to approve $2,000.00 to paint the interior of the Wyble Building. Councilmember Cook seconded the motion. All in favor. Motion carried.

Mayor Jacobs talked about the vote last week, October 19, 2021 with respect to the shuttering at the Municipal Building. She stated that she wants to go on the record and wants to change her vote from yea to nay. A discussion followed. No actions were taken.

**Next Meeting Dates**

Monday, November 29, 2021 – Utilities Board Meeting and Mayor & Council Regular Workshop Meeting.

Thursday, December 9, 2021 – Mayor & Council Regular Business Meeting.

Special Workshops if needed – TBD

 Building discussions/plans

**Adjournment**

Motion to adjourn the Regular Business Meeting at 8:43 p.m. was made by Councilmember Collyer. Councilmember Edwards seconded the motion. All in favor. The motion carried.

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