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## MAYOR & COUNCIL

## **REGULAR BUSINESS MEETING MINUTES**

## June 9, 2022

\*\*\*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 6:10 p.m. In attendance were Vice Mayor Jones, Councilmember Edwards, Councilmember Cook, Town Manager Resele, Clerk-Treasurer Loller, Police Chief Dempsey, Code Enforcer Whitman and P&Z Administrator Jakubiak. Councilmember Collyer was absent.

**Agenda**

Vice Mayor Jones made a motion to approve the agenda. Councilmember Edwards seconded the motion. All present in favor. Motion carried.

**Minutes**

Councilmember Cook made a motion to approve the Regular Business Meeting Minutes for May 12, 2022 pending change of date. Vice Mayor Jones seconded the motion. All present in that meeting in favor. Motion carried.

Councilmember Cook made a motion to approve the Closed Session Meeting Minutes from March 10, 2022. Councilmember Edwards seconded the motion. All present in favor. Motion carried.

**Correspondence**

Main Street Rock Hall sent in their June Newsletter.

**Administrative Reports**

The Financial Report

Police Chief Dempsey gave the police report. He also stated that there will an Officer at the Elementary School in morning and afternoon until the end of the school year.

**Streets and Sanitation**

Maintenance Software for streets, pump stations and hydrants – Presentation tonight.

Annual cost - $2200.00

Setup, GIS integration and Data Conversion Fee - $1,500.00

Invoice - $3,700.00

Repair to 319DT Skid Steer equipment - $8609.61

Councilmember Cook made a motion to approve repairs to the Skid Loader in the amount of $8,609.61 pending review by Bob and Tim. Vice Mayor Jones seconded the motion. All present in favor. Motion carried.

Pricing of East Sharp Street Stop Sign.

Councilmember Cook made a motion to authorize the no cost contract with the Traffic Engineering Group. Councilmember Edwards seconded the motion. All present in favor. Motion carried.

**Water Operations**

Repair to orange pump for Temporary support - $2,551.19

Councilmember Cook made a motion to approve $2,551.19 for repairs of back up pump. Councilmember Edwards seconded the motion. All present in favor. Motion carried.

Using Temporary orange pump 24 hrs. per day.

Orange Pump #1 fail - now repaired.

Water Tower RFP – Review complete and it will be decided by Price over Service. Only had to contracts on the maintenance. Reviewing the proposals.

**Sewer Plant Operations**

Pump Station #2 – both pumps out for repair.

**Parks & Recreation**

Need to work on maintaining the Ball Fields.

Discussion on the 4th of July activities.

**Planning and Zoning**

Critical Area Maps will be on the agenda of the Critical Area Commission July 6th and hopefully approved.

Chris Jakubiak is working on the Comprehensive Plan.

**Code Enforcement**

Code Enforcer Whitman stated there are 26 current active cases and 28 completed cases.

**Museum Board**

Nothing to report.

**Communication Board**

Nothing to report.

**Transportation**

Nothing to report.

**Ethics Board**

Nothing to report.

**Other Organization**

Kent County Council of Governments had their last meeting until this fall.

**Events**

RV Parking was approved with no noise after 10:00 p.m. Location of parking RV’s needs to be reviewed.

**Old Business**

**American Rescue Plan**

Nothing new to report.

**Town Hall Options Update**

State Earmark Funds are moving forward.

**CDBG Grant – Haven Water Main**

Civil Survey completed and RFP to be sent out.

**New Business**

**Introduction of FY23 General Fund Budget**

**iWorQ Presentation**

Work Management tracking system was presented by Devon.

**Circuit Rider Grant Writer Program**

Need to sign the MOU.

Councilmember Cook made a motion to approve the Resolution Circuit Rider program and to authorize the associated MOU to be signed by Town Manager Resele and Mayor Jacobs. Vice Mayor Jones seconded the motion. All present in favor. Motion carried.

**New Business**

**Sewer Relief Request**

Councilmember Cook made a motion to approve the sewer relief credit at 20718 Bayside Avenue in the amount of $1,862.52. Councilmember Edwards seconded the motion. All present in favor. Motion carried.

**Closed Session**

Councilmember Cook made a motion to recess into closed session at 8:49 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 Edwards seconded the motion. All present in favor.

Purpose:

Discuss employee performance and assignments.

Closed Session Discussion:

Discussed employee job performance and assignments.

Actions taken:

No actions were taken.

**Next Meeting Dates**

Wednesday, June 15, 2022 – Budget Workshop Meeting

Tuesday, July 5, 2022 – Utilities Board Meeting and Mayor & Council Regular Workshop Meeting.

Thursday, July 14, 2022 – Mayor & Council Regular Business Meeting.

**Adjournment**

Motion to adjourn the Regular Business Meeting at 9:35p.m. was made by Vice Mayor Jones. Councilmember Cook seconded the motion. All present 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