



MAYOR & COUNCIL
REGULAR BUSINESS MEETING MINUTES
December 10, 2020

****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 6:12 p.m. In attendance were Vice Mayor Andrews, Councilmember Jones, Councilmember Edwards, Councilmember Collyer, Town Manager Resele, Clerk-Treasurer Loller, and Police Chief Dempsey.

Agenda

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

Minutes

Vice Mayor Andrews made a motion to approve the Regular Business meeting minutes for November 12, 2020. Councilmember Collyer seconded the motion. All in favor. Motion carried.

Vice Mayor Andrews made a motion to approve the Closed Session meeting minutes for November 12, 2020. Councilmember Jones seconded the motion. All in favor. Motion carried.

COVID-19 Challenge

Kent County has 21 new cases and 515 cases total.

The CDC advises that the quarantine time has changed to the following:

10-day quarantine with no COVID test.

7-day quarantine with a negative COVID test.

Correspondence

Mayor Jacobs stated that the Council are members of the Maryland Municipal League (MML) again this year.

Mayor Jacobs read a letter from Mr. Whitman suggesting the need to work on an Ethics Commission and get people appointed.

Administrative Reports

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

Police Chief Dempsey gave the police report. (*)

Streets and Sanitation

Crab Tree Basket Tree has been placed.

Mayor Jacobs thanked the staff for the wonderful work they did getting the Basket Tree, Snowflakes and Angels up. She also thanked the Rock Hall Garden Club for decorating Main Street.

Water main break at the RHES has been repaired.

Water and Sewer Operations

Town Manager Resele read the Water and Sewer Plant monthly report which is attached.

Sewer Plant

Tractor is in shop for repairs and to repair it will cost \$8,000.00. Have 3 quotes for new tractor replacement from Kubota, John Deere and Massey Ferguson.

Water Plant

Repaired hydrant at North Hawthorne and Route 20.

There was a 2-day training for all (4) operators with AWWA to receive credits towards certification.

Parks & Recreation

Will partner with the Fire Company for the Drive thru Santa on Saturday, December 12, 2020.

Toys are stilling being collected at the Firehouse.

Planning and Zoning

Received a letter from the Law Office of Tom Yeager, Board of Appeals Attorney, for a fee increase.

Councilmember Jones made a motion to accept Mr. Yeager's hourly rate from \$125.00 to \$150.00 starting January 1, 2021. Councilmember Collyer seconded the motion. All in favor. Motion carried.

Mayor Jacobs has a follow-up conversation with Pete Bradley on the annexation of his property.

Mayor Jacobs listened to the Kent County Comp Plan Meeting last week.

Museum Board

Have the Ark and Tolchester Museum projects to consider. Mayor Jacobs stated that she would like to defer any further work on these two topics until the next Heritage Steering Committee Meeting and get some Board Members.

Communication Board

Nothing to report on.

Transportation

The \$5,000.00 deposit was returned for the Trolley.

Other Organizations

Fire Company is still working on the quote on the Ambulance they need. They also want to hire a part-time Bookkeeper.

Old Business

Voting on Ordinance No. 2020-03

There was a discussion before the vote where Mayor Jacobs wants to see more disclosure for the public to see the changes.

Vice Mayor Andrews made a motion to pass Ordinance No. 2020-03. Councilmember Jones seconded the motion. Vice Mayor Andrews voted yes, Councilmember Jones voted yes, Councilmember Edwards voted yes and Councilmember Collyer voted yes. Mayor Jacobs voted no. Motion carried.

Personnel Policy

Still reviewing.

Status of Grants

Re-Purpose MD-HCD Grant funds still under review.

Loan Refinancing

Vice Mayor Andrews said everything is moving slowly but did receive draft ordinances from Loan Council. One on new money and the other on refinancing of loans. A discussion followed.

CDBG Income Survey

Still working on getting survey's as the deadline is January 22, 2021.

New Business

Proposed Ordinances

Discussion on proposed Ordinance regarding Chapter 196 – Streets & Sidewalks Amendments.

Councilmember Jones made a to move with introducing Ordinance 2020-04. Vice Mayor Andrews seconded the motion. All in favor. Motion carried.

Discussion on proposed ordinance regarding Chapter 142 – Licensing – Events & Permits. It was suggested that the Town Attorney make suggestive changes and present for passing.

NLC Service Line Warranty Program

The Town Manager will follow up on this.

Hunting in Town Limits

Had a request for archery deer hunting in Town limits. After a discussion, it was determined there needs to be more information obtained before a decision is to be made.

Employee Christmas Bonuses

Councilmember Edwards made a motion to approve the Christmas Bonus of \$300.00 per Town Employee. Vice Mayor Andrews seconded the motion. All in favor. Motion carried.

For the Good of the Town

Jenn Barnes discussed her concerns about the Ark – Captain Merriaton Carter Fishing Shanty.

Next Meeting Dates

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

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

Special Workshops – if needed – TBD

Adjournment

Motion to adjourn the Regular Business Meeting at 8:53 p.m. was made by Vice Mayor Andrews. Councilmember Jones seconded the motion. All in favor. The motion carried.

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

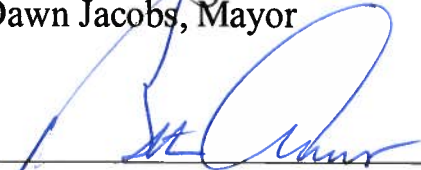
Respectfully Submitted:

Cheryl M. Butler

Approved by:



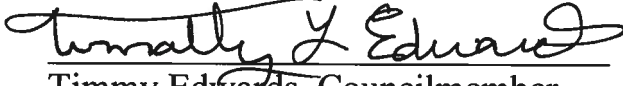
Dawn Jacobs, Mayor



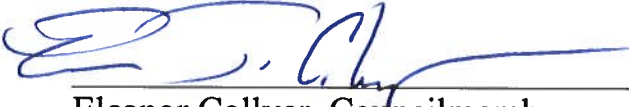
Beth Andrews, Vice Mayor



Carolyn Jones, Councilmember



Timmy Edwards, Councilmember



Eleanor Collyer, Councilmember



COUNCIL

REGULAR BUSINESS MEETING MINUTES

Town Manager's Agenda

December 10th , 2020

A. Administrative Reports

- Financial Report

B. Departments Reports

- All updates

C. Park & Rec

- Basket Trees update

D. Planning and Zoning

- Updates
- Fee Increases – Public hearing and vote

E. Old Business

- Repurposing of Grant update
- Special events amendment
- Outdoor burning regulation now that Brush Pile is closed

F. New Business

- Hunting in Rock Hall – permit
- Streets and Side Walk – ordinance
- NLC Service line Warrant Program
- Water and Sewer rate increase – need to build funding for repairs that are increasing

C. Old Business

- Vote on Ordinance 2020-03 Chapter 102 – Fee increase
- Personnel Policy Manual – second meeting canceled will reschedule
- Tolchester Museum – Brambles request
- Brush Pile cost evaluation
- Special events update
- Repurpose Funds FY19 (Christine McPherson) still under Leadership review
- Outdoor burning – not allowed

D. New Business

- Hunting permit in Town *
- Rock Hall Sustainable Community Designation Application – members being selected to work on application - five have accepted
- Discussion on Proposed Ordinance 2020-04 (Chapter 196 - Streets & Sidewalks – Amendments)
- Discussion on Proposed Ordinance 2020-05 (Chapter 142 – Licensing – Events & Permits)
- NLC Service Line Warranty Program



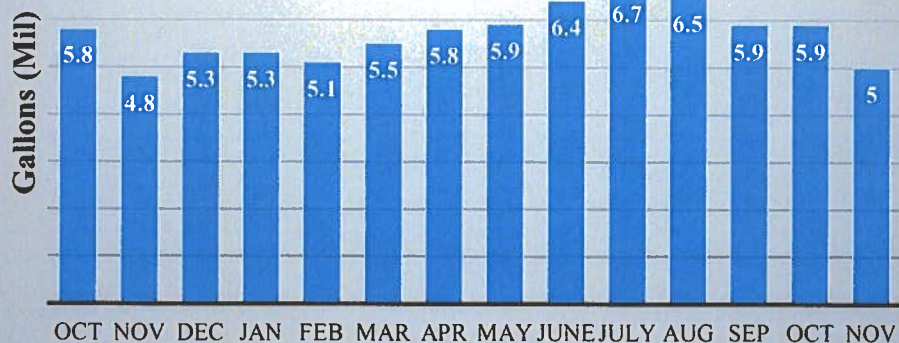
Town Manager's Report

December, 2020

Water Plant Report

Water flow from Pumps	5.0 million gallons
Daily Average	178,000 gallons
Condition of Plant	5 well running 9.5 average daily rate Chemical Rm cleared out of old equipment2
Chlorine	402 lbs.
Caustic	448 gal./11.2 daily
Fluoride	11 gallons/ .5 gal per day
Aluminum Chloralhydrate (ACH)	218 gals/18-gal day
Back Flush	87,000 gals

Water flow from Wells





Waste Water Sewer Plant Report

Total Flow Oct	9,237,000 gallons
Average Flow per Day	298,000 gallons per Day
Total Rainfall	6.5 inches
Condition of Plant	• Minor spill – RAS pump issue • With last month's lagoon being full a larger amount of intake recorded in the plant • Replaced generator batteries • Tractor sent out for repair – front axle

