

COUNCIL AND UTILITY COMMISSION MINUTES FOR THE TOWN OF ROCK HALL**TOWN OF ROCK HALL**

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MINUTES - UTILITY COMMISSION MEETING
April 2, 2012

MAYOR AND COUNCIL
UTILITIES BOARD MINUTES
April 2, 2012

The Mayor convened the Mayor and Council Utilities Board meeting on the above date at 7:00 P.M. All Councilmembers were present. The Town Manager and Town Attorney were also present.

APPROVAL OF THE MINUTES:

Councilmember Price made a motion to approve the minutes of the Mayor and Council Utilities Board Meeting of February 27, 2012 as presented; Councilmember Nesspor seconded. All in favor, motion carried.

SEWER ALLOCATION REPORT:

The Town Manager read the sewer allocation report into the record.

THE FOLLOWING ITEMS WERE DISCUSSED:

The Town Manager reported that the clarifier at the water plant has been broken for some time. The Maryland Department of Environment did an inspection the other day and they think it should be fixed. We do it manually and they think that's commendable but it supposed to work and they want it to work. It's not a quick fix. To fix it you have to take all the guts out of it. The mechanical workings have to come out. Which means; the clarifier has to come out of operation for a period of time. We have about 2 ½ days' worth of water in our towers. We can take the clarifier out of operation for 2 - 3 days. What is going to have to happen to this clarifier is not going to happen within 2 - 3 days. What may very well have to happen is that you may have to build a new one somewhere else on that property and then at the last minute repipe it and then tear the old one down. You can't take the clarifier out of the operation of the water plant for over 3 days without depriving the town of water. The water has to go through this clarifier before it's pumped up into the towers. There is some money out there to do some of this work with. It would be a mixture of grant money and low interest loan. We have to have a study done to show the population of Rock Hall

and the medium income of the people that live here. That will determine how much grant money versus low interest money you get to do this project. This is obviously a job that we are going to have to farm out. So, the first thing we have to do is get an engineer. And he has to draw up a plan of operation and show what's going to have to be done. He'll take a look at the system, there may be some technology out there where the clarifier doesn't have to be that big, or there may be a different way of doing it today that couldn't be done 30 or 40 years ago. All that will be spelled out into this study that this engineering firm has to put together. Then they will take that study and send it to the funding people, whether it's your CBDG Grants, or Farmer's Home, or MVE, but you can get it funded. If you go forward with the project after that study is done, that study is reimbursable. In order to be able to move forward to get this problem taken care of, the first thing you have to do as a town is to find an engineering firm that would take this job and prepare this study. Once you get this study you'll learn a lot more about how big this project is. These people will do the study and that's what they do for a living and they will take us and help go to wherever the money is the cheapest. The Mayor asked how everyone felt about moving forward with this. It was in agreement to put an advertisement in the paper asking for bids for the job and go from there once we have them in to look at.

Councilmember Price brought up the fact that when you have people that don't pay their water bill and we have to shut off their water; somehow that it's unfair sometimes to people who don't live in town. They get the red tag on the door and they have 24 hours to pay their bill or they get their water shut off. Obviously those who don't reside in town don't have that same opportunity to do that. The Mayor said "They don't get a red tag"? And the answer to that question was yes they do get a red tag on their door, but they don't see it because they aren't in town on the day that it's posted on their door. So they aren't aware of any red tag that's been placed on their door by the town as a reminder that they need to pay their bill within the next 24 hours before they get shut off. Councilmember Price suggested that just out of common courtesy that when the boys go to shut off the water and they see the tag still on the door and they know that they are from out of town; can we pick up the phone and give them a call? The Town Manager stated that in order for us to notify them we don't know the phone numbers for us to be able to call them with. If they want to leave us phone numbers than by all means we'll give them a call. I'll go one step further, when they do get turned off and they call us to have it turned back on; it's just that simple. Councilmember Price also suggested that maybe we could send out a one-time letter to those who don't live here asking for contact information in case this should ever happen. Mrs. Joan, from the audience, mentioned that there is going to be a calendar that will be available to all the residents with the dates the water bills will be sent out, when they are due and when they can expect their water to be shut off for non-payment. We can put a memo section at the top of the calendar where we can state for emergencies please call the town office and leave a contact number where you can be reached. The Mayor asked what Councilmember Price had in mind. Councilmember Price stated that he would like to one time mail out a letter to customers who do not live in the town limits and request some contact information from these people where we can reach them at by phone in case of an emergency or non-payment of bill. The Town Manager stated that what they could do was send a letter with the next quarter's bill in an envelope asking for this information. The Mayor and Council were in agreement that they would like a letter asking for contact information from the out of town residents sent out with the next quarter's bill. We can also have it mentioned on the website.

With there being no further business, Councilmember Price made a motion to adjourn at 8:05 p.m.; Councilmember Francis seconded. All in favor; motion carried.

Approved:

Robert E. Willis, Mayor

Olin B. Price, Councilmember

Susan A. Francis, Councilmember

Brian Nesspor, Councilmember
Brian Jones, Councilmember

MAYOR AND COUNCIL
WORKSHOP MINUTES
April 2, 2012

The Mayor convened the Mayor and Council Workshop meeting on the above date at 8:06 P.M. All Councilmembers were present. The Town Manager and Town Attorney were also present.

APPROVAL OF THE MINUTES:

Councilmember Price made a motion to approve the minutes of the Mayor and Council Workshop Board Meeting of February 27, 2012 as presented; Councilmember Francis seconded. All in favor, motion carried.

THE FOLLOWING ITEMS WERE DISCUSSED:

Mr. Joey Unruh of Sharp Lawn Care; spoke to the Mayor and Council about what services he can provide to the town in regards to mosquito control. The Mayor stated that when the funds from the State run out, which they've only given us \$1,600.00 for mosquito control this year, we'd like to sign a contract with you to take over after the State funds are extinguished. Mr. Joey said he didn't have a problem doing that. The Mayor asked if Joey could get a quote for the extra coverage for the town.

Councilmember Jones spoke on behalf of the Rock Hall Volunteer Fire Company. He sent a letter to the Mayor and Councilmembers asking for help/assistance from the Town in regards to the roof that needs to be repaired at the fire company. The repair work that needs to be done is going to cost \$53,000.00. The fire company has generated enough funds to pay for the down payment of \$6,000.00 to obtain a contractor. This leaves them with a remaining debt of \$47,000.00. The town has already given their annual donation of \$10,000.00, but with the extenuating circumstances I think we should try to help out a little more with this debt. Councilmember Price said that we're getting close to budget time, and maybe once we have some numbers figured out and find out what we have left over from the remaining budget then maybe we can see if there is anything left to give. The fire company is trying to avoid taking out more money from the bank, but they have to have the remaining balance paid at the completion of the job. Councilmember Nesspor said that he thinks this a high priority and if the fire company can wait until we can get some numbers from the budget and see where we're at. Councilmember Price asked what kind of money they were looking at trying to receive. Councilmember Jones said that he thinks that they would take whatever they could get at this point in time. Mrs. Patsy Reihl mentioned that maybe the fire company may want to send out another letter (besides the one that they send out annually towards the end of the year) asking for more funding to help with the repair of the roof. Councilmember Jones said that he would relay that idea to the President of the fire company. Councilmember Jones said that he would relay the information from tonight's meeting to the President of the fire company and get back to the Mayor and Council with more information in regards to this matter.

Mr. Mark Einstein spoke about the projects that the Waterman – Waterfront Committee have been working on. He

also spoke in regards to the Heritage Tourism classes that were held here just this past week. Captain Bill Blades did a fantastic job at getting all that assembled and carried out. Mr. Mark also mentioned the discussions that they've had in regards to The Clam House (MFCA), and stated that they would like to suggest to the Museum Board the idea of putting the museum there in that building. It seems to be the general consensus of the residents and the committee that it would be the ideal place for the museum if it's possible to work there. We would like to invite the Museum Board to come to a meeting to maybe run through some ideas. But basically we're at a standstill with The Clam House until the MFCA can move forward with their end of things. The Mayor stated that we have to keep things moving with the MFCA, and try to keep them motivated with the way things are going and keep working together with them. The Mayor would like to set up a date to take a trip over to Jessup to see the MFCA facilities there and meet with Mr. Darnall to see how things are coming.

Mr. Jack Heffner spoke on behalf of the Business Committee and how things were coming along with them. The transportation issue is the biggest thing we are currently working on and working on getting all the details hashed out for.

Mrs. Lillian Zelinski spoke on behalf of Mr. Lou Halin and the Citizens Committee. She introduced Mrs. Joan Kane who is a member of the committee and who has been working on getting the Town Calendar started. We are still working on all the information we want to put in the calendars. We have decided that we want a two part calendar, a top half for a picture and advertising, and a bottom half for the calendar and informational data. We are talking to printers this week and we're meeting on Thursday night to decide on who we want to have the calendars printed with. We are going to have them stapled instead of binding simply because of cost. We expect to get it out in June, because it will cover from June to December. This first go around will be filled with pictures that we've ourselves have taken. In the future we are going to advertise for people to send in pictures and choose from those that we receive in from the patrons. They won't receive anything for their picture being chosen other than bragging rights for it being chosen. Everyone in the zip code will receive one. Mrs. Joan asked if it would be possible to use the postage meter at the town office for mailing purposes. The Mayor and Council weren't sure how that would quite work, but they had no problem with the committee doing that if we could find a way to make it work out for them. It was agreed that the calendar was a great idea! Mrs. Lillian continued the conversation with a GED project the committee has been working on. We are trying to set up locations for classes and a list of contacts to send out mailers to that would be interested in earning their GED. We also would like to have the town office print copies for us and use the postage meter for our mail outs for this project. The Mayor said that it would not be a problem. We are also looking at starting a counseling program, for drug and alcohol, marriage, etc. We are working on a town wide clean-up day.

The Mayor brought up something that deals with Planning & Zoning ordinance. He wanted Gail Owings to review it and get back to us with what she thinks about it. Mrs. Gail replied back to say, let the committees do what they have to do and not interfere with the current projects they have going on and then we'll move on from there. The Mayor said he thinks it's time that Gail gets started on a schedule to start reviewing the Planning & Zoning Ordinance for the designation dates.

There have been discussions on what is an acceptable use of the auditorium. Do we make whoever is going to use the auditorium sign a waiver or show proof of insurance? Councilmember Price said it's in the specifics, as a whole in general we're covered. The Town Manager stated in talking with the insurance company we're covered. Councilmember Jones said he would like to take extra precautions to make sure the town is covered, but that's just my opinion of it. It was a general consensus that we leave the town policy as it is at the moment. We have Ronnie here to make sure that these venders have permission to hold their meetings, classes, or what have you. I'm sure he can

handle deciding whether it's a high risk event or not.

There was a discussion brought up about having entertainment down at the beach during the summer season. There's been talk about music, movies, etc. The Mayor didn't have all the details figured out yet, but he will be getting them all together to present in more detail at a later meeting date.

The Mayor stated that he would like to go to the Library, Garden Club, and Museum Board and pay for their own banners to hang from the light post that we've just put out front here. Councilmember Price mentioned that we need to make sure that if we have these banners put on the lamp posts, we need to make sure that if the wind catches these banners that it doesn't cause these poles to snap in half like they did when they were on Main Street. So, if we can get a banner that's wind proof that we can put up on these poles; that would be a nice addition to the light poles.

Councilmember Price made a motion to move into an Executive Session - Under the Maryland Open Meeting's Law, Section 10-508, Subsection A; Paragraph 1, Subparagraphs 2 (ii) for the purposes of discussing any other personnel matter that affects one or more specific individuals. Councilmember Susan seconded. All in favor, motion carried.

The Mayor reconvened the Regular Mayor and Council meeting at 11:05 p.m. We discussed the replacement of one of the police officers, and we will be having an interview with a prospective candidate at our April 12, 2012 meeting in an executive session.

With there being no further business, Councilmember Price made a motion to adjourn at 11:05 p.m.; Councilmember Jones seconded. All in favor; motion carried.

Approved:

Robert E. Willis, Mayor

Olin B. Price, Councilmember

Susan A. Francis, Councilmember

Brian Nesspor, Councilmember

Brian Jones, Councilmember