



MAYOR & COUNCIL
REGULAR WORKSHOP MEETING MINUTES
February 27, 2023

****Meeting minutes are prepared 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 the Town Office****

Mayor Jacobs called the Regular Workshop meeting to order at 7:05 p.m. In attendance were Vice Mayor Jones, Councilmember Edwards, Councilmember Collyer, Councilmember Cook and Town Manager Resele.

Agenda

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

Minutes

Councilmember Cook made a motion to approve the Regular Workshop Meeting minutes of January 3, 2023. Councilmember Collyer seconded the motion. All in favor. Motion carried.

Councilmember Cook made a motion to approve the Closed Session Meeting minutes of January 3, 2023. Councilmember Collyer seconded the motion. All in favor. Motion carried.

Parks and Recreation Update

Donna Legg asked the Council for permission to purchase Infield Mix for Kendall Field as he estimated cost of \$3,360.00 plus a fuel surcharge. She stated that only the front ballfield will need the dirt. Donna would like the Council's approval to approve the increase.

Councilmember Collyer made a motion for Parks & Recreation to pay for the Infield Mix for Kendall Field from the Memorial Fund and also pay for the person to spread it around. Vice Mayor Jones seconded the motion. All in favor. Motion carried.

Kent County Youth League will be using the back field this year. Will have to put No Dogs Allowed signs up permanently.

Town Hall Building Project - Updates

Sale of Municipal Property

Working with appraiser on Zoning of property.

Current Bid asking about progress.

Purchase of Municipal Property

Nothing to report.

Relocation of Museum Artifacts

Andy Glenn and Terri Mulligan spoke to the Council and stated that the paperwork for the 501c3 has been filed.

Councilmember Cook talked about moving the Museum Artifacts and the cost of \$30,000.00. He would rather use Tolchester Marina as a 3rd party to be the moving company to move the artifacts to Tolchester Marina.

It was also suggested that whomever is involved, hands on, in the moving of the artifacts that are currently on the Museum Board need to resign because of the 501c3.

A discussion followed.

Councilmember Cook made a motion to authorize the Town Manager to negotiate a contract with Tolchester Marina for moving the artifacts that are currently in the Old Town Hall Building to Tolchester Marina at the space Cathy Bramble has generously offered to the Town and Museum Board. Also, to negotiate the contract with a maximum cost of \$4,500.00 for any kind of needed materials or equipment or the cost involved by Tolchester Marina. Councilmember Collyer seconded the motion. Mayor Jacobs - No, Vice Mayor Jones - Yes, Councilmember Collyer - Yes, Councilmember Cook - Yes and Councilmember Edwards - abstained. Motion carried.

There was also a discussion about Old Salt which will be discussed further at the next Regular Business meeting.

Financial Planning Project

Financial Forecast – Grant/Loan Planning for CDA Discussion

Mayor Jacobs showed the Council the recap of the funding totals and the annual debt service. There was a discussion that followed.

Old Business

Airbnb's

Nothing to report.

Auditor RFP

Nothing to report.

Basketball Court – Light Management

Parts are on order.

Certificates of Recognition

Nothing to report.

Civic Center Drainage Project

Final Drawings/Permit and RFP sent to Town for advertising. Will review and send out for advertising.

Town is looking into construction easement for properties that have existing ditch on property line.

Discussion with Patrick to draft letter to 6 lots along construction

MDRC Circuit Rider Grant Program Management

- a. Congressional Directed Spending Submissions
Water Treatment Plant - Construction Only

Pump Stations #1, #2, and #3.

- b. Working to submit outstanding reimbursements from previous funded projects.
- c. Have met with SERCAP to retrieve project information.
- d. Reviewing information and reaching out to funding agencies to begin submission process.
- e. Town Office Financials - Updating QuickBooks and budget documents. (USDA format needed) .
- f. Assisting with closing documents for the Trailer/Lawnmower grant to close it out and get final reimbursements.

Property Transfer Tax

Nothing to report.

Sea Level Rise

Nothing to report.

Communication Board Scope

Still working on the code. Once reviewed will send to Legal.

There was a discussion about the possibility of moving the projects around and prioritizing what needs to be fixed right now.

New Business

Main Street Rock Hall – Pocket Park Project – Letter of Support

Will discuss at the next Regular Business Meeting.

Chesapeake Bay Trust – Grant Opportunities

Will discuss at another meeting.

New 501c3 Heritage Organization Discussion

Will discuss at another meeting.

Maximum Spending Authorities – Town Manager/Dept Supervisors/Committee Chairs.

Will discuss at another meeting.

For the Good of the Town

Vice Mayor Jones wanted to remind everyone about the Coptank Community Health - Health Care Screening at the American Legion on March 16th from 12-4 pm.

Next Meeting Dates

Planning & Zoning Town Workshop – Rock Hall Comprehensive Plan – March 8, 2023.

Regular Mayor & Council Business Meeting – Thursday, March 9, 2023.

Next Regular Workshop Meeting – Monday, April 3, 2023.

Special Workshops for Town Hall Building Project as needed.

Closed Session

Vice Mayor Jones made a motion to recess into closed session at 9:19 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 Collyer seconded the motion. All in favor. Motion carried.

In attendance were Mayor Jacobs, Vice Mayor Jones, Councilmember Edwards, Councilmember Collyer, Councilmember Cook and Town Manager Resele.

Purpose

Personnel matter

Closed Session Discussion:

Discuss personal policy for employee grievances.

Actions taken in Closed Session:

No Actions were taken.

Adjournment

A motion to adjourn the Regular Workshop Meeting at 9:37 pm. was made by Councilmember Collyer. Councilmember Cook seconded the motion. All in favor. The motion carried.

Respectfully Submitted:



Cheryl M. Butler

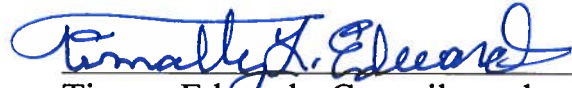
Approved by:



Dawn Jacobs, Mayor



Carolyn Jones, Vice Mayor



Timmy Edwards, Councilmember



Eleanor Collyer, Councilmember



James Cook, Councilmember