



**MAYOR & COUNCIL**  
**REGULAR WORKSHOP MEETING MINUTES**  
April 3, 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 6:54 p.m. In attendance were Vice Mayor Jones, Councilmember Edwards, Councilmember Cook and Town Manager Resele. Councilmember Collyer attended virtual.

### **Agenda**

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

### **Minutes**

Councilmember Cook made a motion to approve the Regular Workshop Meeting minutes of February 27, 2023. Councilmember Collyer seconded the motion. All in favor. Motion carried.

Councilmember Cook made a motion to approve the Closed Session Meeting minutes of February 27, 2023. Vice Mayor Jones seconded the motion. All in favor. Motion carried.

## **Guest Presentation – ShoreRivers – Annie Richards, Chester Riverkeeper**

ShoreRivers is a leader in designing funding, and managing major restoration projects to reduce the sediments and nutrients that pollute our waterways. They work with our community to install projects on county-owned properties, private lands, school campuses, town properties, and church lands. ShoreRivers is certified by the National Fish and Wildlife Foundation as a Technical Service Provider.

Annie Richards gave her presentation and a discussion followed.

Councilmember Cook made a motion to authorize the pre-proposal submission of the National Coastal Resilience Fund pending review by Town Manager Resele. Vice Mayor Jones seconded the motion. All in favor. Motion carried.

## **Town Hall Building Project - Updates**

### *Sale of Municipal Property*

Once the Council is ready to actually dispose of the property, an ordinance must be introduced to approve of the disposition (e.g., authorizing the sale to a specific purchaser for a specific amount) and the contract.

The council holds a hearing on the ordinance and then passes it. The passage of the ordinance will allow the disposition to move forward, provided that any disposition cannot occur until at least 20 days' notice thereof. The public notice that must be passed following passage of the ordinance will suffice for starting the 20-day period. The closing date as stated in the contract will be scheduled far enough ahead to ensure the 20 days' advance notice requirement is met.

Appraisal on Building came in at \$600,000.00.

### *Purchase of Municipal Property*

Nothing to report.

### *Relocation of Museum Artifacts*

Still in negotiation contract with Tolchester Marina. Will review at next Thursday's meeting.

## Old Business

### New 501c3 Heritage Organization – Status Update

They can operate as a 501c3 prior to the IRS approval because they have their LLC standing.

Mark Einstein spoke to the Council about the New Manager at Waterman's Crab House wanting to know if there are any artifacts that might be available to the Restaurant for exhibition. They want to decorate with Rock Hall Heritage.

### Main Street Rock Hall – Pocket Park Project – Laurie Walters – Discussion

Laurie Walters talked about the Grant for the Pocket Park Project and the repairs to the Old Salt statue that has a visual impact to the Community. There was a discussion.

Councilmember Cook made a motion to provide a Lett of Support from the Mayor and Council to Main Street Rock Hall for the repair of Old Salt on the corner of Main Street and Rock Hall Avenue with their Grant money. Councilmember Edwards seconded the motion. All in favor. Motion carried.

### Airbnb's

Nothing to report.

### Auditor RFP

Nothing to report.

### Basketball Court – Light Management

Waiting on the ordered parts.

### Certificates of Recognition

They are ready to present.

### Civic Center Drainage Project

Only one bid was received on Friday, March 31, 2023.

Review and approve quote to remove trees from runoff to bay in ditch which came in at \$6,850.00.

Councilmember Cook made a motion to approve the quote for \$6,850.00 for Top Notch to do the ditch clearing and tree removal at three locations to the south of the Civic Center. This motion was tabled until the Regular Business Meeting on April 13<sup>th</sup>.

### Chesapeake Bay Trust – Grant Opportunities

Nothing to report.

### Dog Park Plan Review

Councilmember Cook shared his concept design for the Council to review. There will be a separate area for large dogs and an area for small dogs. Councilmember Cook stated there will be a need to find ways to raise funds for this project.

### MDRC Circuit Rider Grant Program Management

Congressional Directed Spending Submissions  
Water Treatment Plant - Construction Only  
Pump Stations #1, #2, and #3

Working to submit outstanding reimbursements from previously funded projects.

Have meet with SERCAP to retrieve project information scheduled.  
(Juel Gibbons – new contact)

Reviewing information and reaching out to funding agencies to begin submission process.

Town Office Financials- Updating QuickBooks and budget documents.  
(USDA format needed)

Assisting with closing documents for the Trailer/Lawnmower grant to close it out and get final reimbursements.

GMB, Town and MRDC has a “new funding opportunities” call scheduled for April 5<sup>th</sup>.

#### Property Transfer Tax

Nothing to report.

#### Sea Level Rise

Nothing to report.

### **New Business**

#### Municipal Kent County Grant in Aide/Tax Differential Survey Participation

This will need to be discussion further. Town Manager Resele will reach out to the Mayor of Chestertown to see what they are doing for the quote for the study.

#### Proposed Code Changes to Communications Board – Chapter 4

Councilmember Cook put together a scope for the expanded or modified Communication Board with the intent to filling the Board and improving the Communication between the Town and the Residents. Will need to change the Code and had egal looked over and sent proposed modifications to the Code. A discussion followed. Legal will have to make one change.

#### Upcoming Election Information and Announcements

Deadline to register to Vote is April 3, 2023.

Deadline to run for Office is April 10, 2023.

Election Day will be Saturday, May 5, 2023 at St. Johns Hall.

Mayor Jacobs announced that she will not seek re-election for Mayor.

## **For the Good of the Town**

Nothing to report.

## **Next Meeting Dates**

Planning & Zoning Town Workshop – Rock Hall Comprehensive Plan – Wednesday, April 12, 2023.

Regular Mayor & Council Business Meeting – Thursday, April 13, 2023.

Regular Workshop Meeting – Tuesday, May 2, 2023.

Special Workshops for Town Hall Building Project and FY24 Budget as needed.

## **Closed Session**

Vice Mayor Jones made a motion to recess into closed session at 9:16 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 Cook seconded the motion. All in favor. Motion carried.

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

## **Purpose**

Personnel matter.

## **Closed Session Discussion:**

Grievance Policy distribution and employee response and Management of Ball Fields operating support and maintenance.

### Actions taken in Closed Session:

No Actions were taken.

### **Back into Open Session**

Mayor Jacobs stated that she will have the Annual Report ready for the next Regular Business Meeting on Thursday, April 13, 2023.


Mayor Jacobs also recommended having a Budget Workshop for the Election. There was a discussion at it was determined that they Budget Workshop Special Meeting would be Monday, April 24, 2023 at 6:00 pm.

Town Manger Resele asked to have the next Utilities Board meeting moved to Tuesday, May 2, 2023. Council approved.

### **Adjournment**


A motion to adjourn the Regular Workshop Meeting at 9:42 pm. was made by Councilmember Edwards. Vice Mayor Jones 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