

CITY OF SALISBURY
WORK SESSION
APRIL 1, 2013

Public Officials Present

Council President Terry E. Cohen
Councilwoman Laura Mitchell

Vice President Deborah S. Campbell
Councilman Timothy K. Spies

Councilwoman Eugenie P. Shields (left at 6:12 p.m.)

Public Officials Not Present

Mayor James Ireton, Jr.

In Attendance

City Clerk Kim Nichols, CMC, City Administrator John Pick, ICMA-CM, City Attorney Mark Tilghman, Police Chief Barbara Duncan, Acting Deputy Chief John Tull, Internal Services Director Keith Cordrey, interested citizens and members of the press.

The City Council convened in work session at 4:30 p.m. in Conference Room 306 of the Government Office Building. The City Clerk called Mrs. Mitchell, who had requested earlier to teleconference in for the work session.

False Alarm Fees – Further Discussion

The Council was joined by Mr. Ron Boltz, President/CEO at Alarm Engineering. Mr. Boltz presented a PowerPoint on false alarm fees and penalties, and provided facts and data to support his assertion that the City's new ordinance places Salisbury's false alarm rates as the highest of all jurisdictions. He explained the Enhanced Call Verification (ECV) system, which places a second phone call to a second location prior to dispatching officers to an alarm, reduces false alarm dispatched visits by 50% to 80%.

Council President Cohen indicated there were changes that should be made quickly since it was imperative that these fees be changed from what was passed in Ordinance No. 2233. After discussion, Council unanimously agreed to move forward with ½ hour response time for the third and subsequent alarm, for both Police and Fire Departments, until additional information is received from the Administration as to costs or the Mayor's thoughts and to eliminate the minimum and maximum municipal infraction amount.

Mr. Boltz asked Council to bear in mind that most jurisdictions begin with the third or fourth alarm being billed in the \$50 to \$100 range. Even if the \$246 dollar fee is cut in half, that fee of first billable false alarms is still above the large majority of jurisdictions.

Council unanimously agreed to the following changes to Ordinance 2230 – amending false alarm fees and designating certain reoccurring false alarms within the same calendar year at the same property location as municipal infractions, which was passed by City Council on March 11, 2013.

- Line 72 and 73 – strike “of a minimum of five hundred dollars (\$500.00) and a maximum of” and insert “up to” so that the lines read, “...property shall be guilty of a municipal infraction and shall be subject to a fine of up to one thousand dollars (\$1,000.00) for each...”
- Line 48 – insert “or transferred” after the word “installed”

Police Budget Amendment

Police Chief Barbara Duncan joined Council at the table to discuss the revenue received from Delmarva Recycling, Inc. from the recycling of collected and stored used brass casings from shells fired at the Salisbury Police Range. Chief Duncan requested to use the funds received to purchase new firearms for police officers. The amount received from the recycling is \$1,958.85, and Council unanimously agreed to move the budget amendment forward to the April 8, 2013 Legislative Session.

Briefing on Watershed Study

Public Works Director Teresa Gardner joined Council to provide a briefing on the Wicomico River Watershed Management Plan (WMP) which will provide the framework for specific projects which will meet the City’s TMDL requirements for the State of Maryland.

The following are the questions Ms. Gardner fielded from Council and additional discussion points:

- a notation is made on page 10 that the load reduction targets are expected to change and new BMP’s are currently being evaluated for inclusion. Do we know if that change will be more stringent or less stringent?
- the target will be a reduction in nitrogen of 25% and phosphorus of 24% to address the nutrients requirements
- Ms. Gardner wants to further discuss with the Center for Watershed Protection references that can’t be tracked in Table #1
- questioned what a “perennial, intermittent and ephemeral” stream was
- what is the actual total of high priority protection areas? (Table E.1. is unclear)
- what would the possible stormwater utility (\$17 - \$19 million) intend to accomplish what goal of the State?
- Stormwater utility will initially focus more on just keeping the infrastructure functioning

No action or consensus was taken by Council as the topic was for discussion purposes only.

CIP Discussion

City Administrator John Pick requested to move the CIP forward for adoption by Council. After discussion, Council unanimously agreed to place the resolution to approve the CIP on the agenda for the April 8, 2013 Legislation Session.

At 6:12 p.m. Council took a break and returned at 6:25 p.m.

Briefing on Mobile Device App program

IT Director Bill Garrett joined council to provide a briefing on the new Mobile Device App program. He reported that the City was taking advantage of a special promotion which waived the entire \$15,000 software development fee for the App program. The City will pay a \$99 annual fee to Apple (making the application available for their devices) and a \$500 monthly fee to MyCityMobile for hosting,

updating, maintaining, backups, tech support and providing other administrative duties. The City can cancel the service contract at any time with no penalties or fees attached.

The briefing was for Council's information only and did not require approval or action by Council.

Internet Use policy

Mr. Garrett provided a briefing on the drafted Internet Use policy. He stated the policy was intended to keep employees from portraying the City in a negative light and speaking on behalf of the City, and the information he provided to Council earlier from other municipalities indicated the problem has been across the board.

Mr. Pick suggested the policy be a "stand alone" policy, and not fully as part of the Employee Handbook, and suggested it was appropriate for Council to adopt this type of policy since it discusses sanctions.

City Attorney Mark Tilghman instructed the Council that the policy must be specific about what employees can't do. Council unanimously agreed to the following:

- Line 101- strike "Employees of The City of Salisbury are prohibited from"
- Line 132 – insert "City Seal" after "Logos/"
- Line 168 – insert "personal" before "correspondence"

The policy will be revised by Mr. Garrett to reflect the Council's comments and presented in an upcoming Legislative Session for approval.

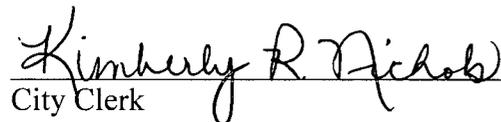
VPN Use policy

Mark Tilghman, Mr. Pick and Mr. Garrett will meet to review the language in the VPN Use policy and a section will be added to the policy to outline employee disciplinary action for negligent and intentional violations of the policy. The VPN Use policy will be presented with the Internet Use policy.

General Discussion/Upcoming Agenda Items

Mr. Pick stated the budget will be ready on April 15, 2013.

With no further discussion, Council President Cohen adjourned the work session at 7:00 p.m.



City Clerk



Council President