



City of Salisbury

CITY COUNCIL AGENDA



October 14, 2013
Government Office Building

6:00 p.m.
Room 301

Times shown for agenda items are estimates only.

6:00 p.m. CALL TO ORDER

6:01 p.m. WELCOME/ANNOUNCEMENTS

6:03 p.m. INVOCATION/MEDITATION AND PLEDGE OF ALLEGIANCE

6:05 p.m. COMMUNITY ORGANIZATION PRESENTATION -
Community Foundation of the Eastern Shore

6:15 p.m. ADOPTION OF LEGISLATIVE AGENDA

6:20 p.m. CONSENT AGENDA – City Clerk Kim Nichols

- September 16, 2013 work session minutes 1a
- September 16, 2013 closed session minutes 1b
- September 17, 2013 special meeting minutes 1c
- September 23, 2013 regular meeting minutes 1d
- Resolution No. 2336 - reappointing Maurice C. Ngwaba, Ph.D. to the Building Board of Adjustments & Appeals for a term ending 9/30/2018 1e
- Resolution No. 2337 - appointing Muir W. Boda to the Housing Board of Adjustments and Appeals for a term ending 8/31/2017 1f
- Resolution No. 2338 – appointing Charlie Jones to the Housing Board of Adjustments and Appeals for a term ending 10/31/2017 1g
- Resolution No. 2339 - reappointing Michael Wigley to the Central City District Commission for a term ending 9/30/2015 1h
- Resolution No. 2340 - reappointing Charles Dashiell, Jr. to the Central City District Commission for a term ending 9/30/2015 1i
- Resolution No. 2341 – appointing Chris Okerblom to the City Park Committee for a term ending 10/31/2016 1j
- Resolution No. 2342 – appointing Christine Okerblom to the Recycling Advisory Committee for a term ending 10/31/2016 1k
- Resolution No. 2343 – declaring that Coastal Comfort, Inc. is eligible to receive Enterprise Zone benefits for property located at 1924 Northwood Drive, Salisbury, Maryland 1l

- Resolution No. 2344 - accepting State grant funds through the Governor's Office of Crime Control and Prevention entitled "Crime Prevention through Environmental Design" (CPTED). Funds in the amount of \$10,000.00 are awarded as an addendum to the Safe Streets grant, awarded on July 1, 2013. 1m
- 6:30 p.m. RESOLUTIONS – Interim City Administrator Tom Stevenson
- Resolution No. 2323 – to enter into a memorandum of understanding accepting use of and authorization to conduct repairs on 511 Decatur Avenue for the purpose of utilizing the property as a City Service Center 2
- 6:35 p.m. CHARTER RESOLUTION/PUBLIC HEARING – Interim City Administrator Tom Stevenson
- Resolution No. 2333 – Charter Amendment - to amend the Charter of the City of Salisbury, Maryland to require publication of charter changes and a public hearing before such amendments to the Charter of the City of Salisbury are considered and to reflect the recodification of state law 3
- 6:40 p.m. ORDINANCES – City Attorney Mark Tilghman
- Ordinance No. 2262 – 2nd reading - approving a budget amendment of the FY13 General Fund to appropriate funds received from the Speed Camera Program for the purchase of a Cellebrite UFED Touch 4a
 - Ordinance No. 2264 – 1st reading – approving a budget amendment of the FY13 General Fund to appropriate funds received from the Speed Camera Program for purchase of eight (8) Glock training handguns for simunitions training 4b
- 6:55 p.m. PUBLIC COMMENTS
- 7:00 p.m. ADJOURNMENT

**Copies of the agenda items are available for review
 in the City Clerk's Office
 Room 305 – City/County Government Office Building
 410-548-3140
 or
 on the City's web site
www.ci.salisbury.md.us**

City Council meetings are conducted in open session unless otherwise indicated. All or part of the Council's meetings can be held in closed session under the authority of the Maryland Open Meetings Law, Annotated Code of Maryland 10-508(a), by vote of the City Council.

Proposed agenda items for October 28, 2013 (subject to change)

- Resolution No. ____ - /Introduction – approving the Merritt Mill Road/Smith Annexation
- Resolution No. ____ - approving the Merritt Mill/Smith Annexation plan
- Ordinance No. ____ - approving the Veterans Preference Policy
- Ordinance No. 2263 – 1st reading – approving an amendment of the FY 13 General Fund Budget to revise positions in the Internal Services Department

1 CITY OF SALISBURY
2 WORK SESSION
3 SEPTEMBER 16, 2013
4

5 Public Officials Present

Council President Jacob R. Day
Councilman Timothy K. Spies

Council Vice-President Laura Mitchell
Councilwoman Eugenie P. Shields (arrived 2:05 p.m.)

6
7 Public Officials Not Present
8 Councilwoman Terry E. Cohen
9

10 In Attendance

11 City Clerk Kimberly R. Nichols, CMC, Interim City Administrator M. Thomas (Tom) Stevenson, Jr.,
12 City Attorney Mark Tilghman, Internal Services Director Keith Cordrey, interested citizens, and
13 members of the press.
14 -----

15 The City Council convened in Work Session at 1:30 p.m. in Council Chambers of the Government
16 Office Building.
17

18 **Habitual Offenders Ordinance**

19
20 Interim City Administrator Tom Stevenson joined Council to continue discussion on the proposed
21 Habitual Offenders ordinance. Council agreed to change the title of the ordinance to *Chronic*
22 *Nuisance* which more accurately defines the ordinance.
23

24 Mr. Stevenson suggested changing the Code so that the legislation pertains to all properties in the
25 City of Salisbury, not just rental properties, and noted the following items in the drafted ordinance
26 which needed further revisions based upon Council discussion in prior work sessions:
27

- 28 • Line 61 – strike “a dwelling unit” and insert “property in the City of Salisbury”
- 29 • Line 64 – insert “as defined” after the word “service”
- 30 • Line 65 – insert “calendar year”
- 31 • Line 78 – strike “dwelling unit” and insert “property” and the same throughout
- 32 • Line 82 – strike “fee to be set by ordinance ” and insert “fine”
- 33 • Insert language allowing for appeals and if successful, recovering the \$100 application fee
34

35 Council Vice President Mitchell proposed inserting on Line 96 “or tenancy” after “ownership” and
36 suggested requiring copies of the most current lease of properties in question for occupancy proof.
37

38 The topic will be returned to the next Work Session for further discussion.
39

40 **Charter Change – Advertising requirements**

41
42 City Attorney Mark Tilghman recommended the following revisions to the draft Charter Amendment
43 prepared by Assistant City Attorney Pete Golba:
44

- 45 • Line 22 – strike “interests” and insert “interest”
- 46 • Move the underlined new text on Line 36 and place at the end of the section on Line 45
- 47 immediately following, “In addition to the requirements set forth herein,” and strike the
- 48 second “printed” in the phrase because there is no newspaper printed in the City of Salisbury
- 49 • Line 23 – strike “a statement of the substance of any charter changes” and insert “the public
- 50 hearing

51

52 Council reached consensus (unanimous) to require public hearings be held prior to voting on all
53 Charter Amendments. The newspaper ad will advertise only the subject matter, not the entire passage
54 of the Charter Amendment. Council unanimously agreed that this charter amendment should be
55 advertised prior to the voting.

56

57 **Police Substation at 511 Decatur Avenue**

58

59 Police Chief Barbara Duncan joined Council to discuss the proposed substation. She explained the
60 memorandum of understanding (MOU), what the house would be used for, and indicated that the three
61 year MOU was good because of complications associated with starting neighborhood watches. The
62 substation should be operational by January 2014. Councilman Spies requested a bike rack be installed
63 on the property and asked for consideration to be given to the creation of a community garden.

64

65 Council unanimously agreed to advance the resolution and MOU to an upcoming Legislative Session.

66

67 **Purchase of Electronic Control Devices from Speed Camera Funds**

68

69 Chief Duncan was not prepared to discuss the purchase of electronic control devices as the department
70 was still assembling data for the presentation. President Day asked that the presentation include
71 discussion of the results of the pilot program, and Vice-President Mitchell asked for input from Local
72 Government Insurance Trust.

73

74 **Cellebrite UFED Touch (Cellular Forensic Device)**

75

76 Chief Duncan explained that the cellular forensic device called Cellebrite was purchased about two
77 years ago and is used by the Police Department to download various data capturing devices such as
78 cell phones, tablets, GPS units, etc. More than forty (40) search warrants have been obtained by using
79 this device. Because of the rapid advancement in technology, the device requires periodic upgrading.
80 Chief Duncan was asked to research whether an upgrade plan was available through the company.

81

82 Council unanimously agreed to advance the budget amendment to the next legislative agenda.

83

84 **Veterans Preference Policy – Council discussion**

85

86 Mr. Day discussed the Veteran-Owned and Disabled Veteran-Owned Small business procurement
87 preference policy which was modeled after the State of Maryland Veterans Preference Policy. Low bid
88 price would not be the only determining factor; if a non-preference business submits the lowest bid,
89 certified Veteran-Owned Small Businesses would be awarded contract if its bid does not exceed the
90 low bid by more than 7%.

91
92 Council unanimously agreed to advance the Veterans Preference Policy to legislative agenda.
93

94 **City Attorney/City Clerk evaluations**

95
96 Council discussed the draft survey for evaluating the City Attorney and City Clerk. Clerk Nichols
97 offered to query the Maryland Clerks to examine other municipalities' methods for evaluating City
98 Attorneys and Clerks. Council reached unanimous consensus to allow for comments after each
99 question in the survey, and discussed the fact that Salisbury has a somewhat unique situation since the
100 majority of City Attorneys and City Clerks are under the purview of the administration.

101
102 This topic will be scheduled for future discussion.

103
104 **General Discussion**

105
106 President Day discussed several options for dates for the *Coffee With Your Council*, which included
107 October 1, October 2, or October 8, October 9, or October 10, at either 5 p.m. or 6 p.m., and indicated
108 he would email the dates to Council members for consideration. Council discussed utilizing Poplar
109 Hill Mansion, St. Francis de Sales, and the Chipman Center for these community meetings.

110
111 An environmental issues discussion will be placed on an upcoming Work Session agenda and the Goal
112 Setting Session will be held in October at the Chipman Center. The Super Hero Run to benefit fire
113 fighters, police officers and veterans will be held on October 20, 2013 on the Downtown Plaza.

114
115 President Day called for a brief recess. Council reconvened at 3:54 p.m.

116
117 Mrs. Shields moved and Mrs. Mitchell seconded to convene in closed session to discuss performance
118 evaluation procedures for the City Attorney and the City Clerk and the sale of property owned by the
119 City, as permitted under the Annotated Code of Maryland Section 10-508(a)(1)(14). The vote was
120 unanimous and the Closed Session began at 3:55 p.m.

121
122 After the Closed Session was adjourned at 4:38 p.m. on a motion and seconded by Mr. Spies and Mrs.
123 Shields, respectively, and by unanimous vote in favor, President Day reported out in Open Session that
124 a Special Meeting was scheduled for September 17, 2013 at 9:30 a.m. to discuss the Old Fire Station
125 #16 property with the new owners, and that Council had discussed the City Attorney evaluation
126 procedures.

127
128 President Day adjourned the Open Session at 4:39 p.m.

129
130
131 _____
132 City Clerk

133
134 _____
135 Council President

1 **CITY OF SALISBURY, MARYLAND**

2
3 **SPECIAL MEETING**

SEPTEMBER 17, 2013

4
5 **PUBLIC OFFICIALS PRESENT**

6
7 *Council President Jacob R. Day*

Council Vice President Laura Mitchell

8 *Councilwoman Eugenie P. Shields*

Councilman Timothy K. Spies

9
10 **PUBLIC OFFICIALS NOT PRESENT**

11
12 *Mayor James Ireton, Jr.*
13 *Councilwoman Terry E. Cohen*

14
15 **IN ATTENDANCE**

16
17 *City Clerk Kimberly R. Nichols, CMC, City Attorney Mark Tilghman, Interim City Administrator*
18 *M. Thomas (Tom) Stevenson, Jr., and Bradley Gillis*

19 *******

20 *The City Council met in Special Session at 9:35 a.m. in Conference Room #306 of the*
21 *Government Office Building.*

22
23 *Council President Day called the meeting to order and explained that the sole item on the*
24 *agenda was the discussion of the sale of the Old Fire Station #16 to G Plus Properties, LLC and*
25 *the potential reassignment of the sale to a different LLC name with the same owners.*

26
27 *Mr. Bradley Gillis joined Council at the table to provide an explanation for the request to*
28 *change the name from G Plus Properties, LLC to Devreco, LLC. Both LLCs share the same*
29 *partners with the only difference being the percentages of ownership. He reported that G Plus*
30 *Properties, LLC was set up as an entity to transfer property, and the Old Fire Station #16*
31 *property will not be an inherited property, but a property to be rebuilt. Mr. Gillis asserted that*
32 *this was a normal real estate practice and agreed to join Council at the September 23, 2013*
33 *Legislative Session to explain the surrounding circumstances for public transparency purposes.*

34
35 *Council reached unanimous consensus for City Attorney Mark Tilghman to prepare a resolution*
36 *to allow Mayor Ireton to reassign the sale to Devreco, LLC, thus changing the original terms.*

37
38 *President Day adjourned the Special Meeting at 9:45 a.m.*

39
40 _____
41 *City Clerk*

42
43 _____
44 *Council President*

1 **CITY OF SALISBURY, MARYLAND**

2
3 **REGULAR MEETING**

SEPTEMBER 23, 2013

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5 **PUBLIC OFFICIALS PRESENT**

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Council President Jacob R. Day Council Vice President Laura Mitchell
Mayor James P. Ireton, Jr. (left 6:20 p.m.) Councilwoman Terry E. Cohen
Councilwoman Eugenie P. Shields Councilman Timothy K. Spies

IN ATTENDANCE

*City Clerk Kimberly R. Nichols, CMC, Interim City Administrator M. Thomas (Tom) Stevenson, Jr.,
City Attorney Mark Tilghman, Public Works Director Michael Moulds, P.E., Internal Services
Director Keith Cordrey, Police Chief Barbara Duncan, interested citizens and members of the press*

MEDITATION – PLEDGE OF ALLEGIANCE

*The City Council met in regular session at 6:00 p.m. in Council Chambers. Council President Day
called the meeting to order; a moment of silent mediation was held followed by the Pledge of
Allegiance.*

COMMUNITY ORGANIZATION PRESENTATION – Women Supporting Women

*Ms. Mary Henderson, Coordinator for Women Supporting Women joined Council to announce that
October is Breast Cancer Awareness Month. She reported on the local services and support the
organization provides to women and men who have been diagnosed with breast cancer, and
announced that the 12th Annual Walk for Awareness will be held on October 12, 2013.*

PRESENTATIONS – Mayor James P. Ireton, Jr.

- *Certificate of Appreciation – Mayor Ireton presented a Certificate of Appreciation to Gerri
Bell for five (5) years of service on the Mayor’s Recycling Advisory Committee.*
- *Proclamation – Mayor Ireton presented a proclamation to Mrs. Mary Black Pinkett, past
City Councilwoman and school teacher for forty (40) years who turned 100 years old in
August. Mayor Ireton invited the public to the corner of Fitzwater Street and Pearl Street on
Thursday, September 26, 2013 at 3:00 p.m. for the unveiling of “Mary Pinkett Way.”*

ADOPTION OF LEGISLATIVE AGENDA

Mrs. Mitchell moved and Mrs. Shields seconded to adopt the legislative agenda.

*Mrs. Shields moved to amend the legislative agenda by removing Resolution No. 2330 – accepting
funding from the Local Government Insurance Trust for the Salisbury Police Department’s tactical*

43 team, S.W.A.T. for training pertaining to legal and liability management and emergency response
44 operations, from the Consent Agenda to be placed immediately following the Consent Agenda.

45
46 The legislative agenda was unanimously approved as amended.

47
48 **CONSENT AGENDA** – presented by City Clerk Kim Nichols

49
50 The Consent Agenda, as amended and consisting of the following items, was unanimously approved
51 on a motion by Mrs. Mitchell that was seconded by Mr. Spies:

- 52
- 53 • September 3, 2013 work session minutes
 - 54 • September 9, 2013 regular meeting minutes
 - 55 • Resolution No. 2329 – reappointing Chris Roberts to the City Park Committee for the term
56 ending 6/30/2016
 - 57 • Resolution No. 2331 – agreeing to the extension of the Acting Status for Acting Salisbury
58 Police Sergeant Brian Whitman and Acting Salisbury Police Corporal Eric Baker, both
59 assigned to the Patrol Division

60
61 **RESOLUTION NO. 2330** – accepting funding from the Local Government Insurance Trust for the
62 Salisbury Police Department’s tactical team, S.W.A.T. for training pertaining to legal and liability
63 management and emergency response operations

64
65 Ms. Cohen moved and Mrs. Mitchell seconded to approve Resolution No. 2330.

66
67 Mr. Tim Ailsworth, Executive Director for Local Government Insurance Trust (LGIT), joined
68 Council at the podium and presented Chief Duncan the check to the City of Salisbury in the amount
69 of \$3049.00 to send five (5) members of the Police Department to Ohio to learn practices to help
70 prevent lawsuits.

71
72 Resolution No 2330 was unanimously approved.

73
74 **AWARD OF BIDS** – presented by Internal Services Director Keith Cordrey

75
76 The following items were unanimously approved as presented on a motion by Mrs. Mitchell that was
77 seconded by Mr. Spies:

- 78
- 79 • Declaration of surplus equipment – Cellebrite - \$0.00
 - 80 • Change Order #2 to Contract A-24-13 - \$38,000.00
 - 81 • Change Order #2 to Contract A-22-12 R-1 - \$180,000.00

82
83 **RESOLUTIONS**– presented by Interim City Administrator Tom Stevenson

- 84
- 85 • Resolution No. 2332 – Charter Amendment – to amend the Charter of the City of Salisbury,
86 MD by deleting references to the Assistant Director of Internal Services-Finance and
87 replacing that position with an Assistant Director of internal Services-Finance Operations

88 *and an Assistant Director of Internal Services-Finance Accounting in § SC7-1 and § SC7-25*

89
90 *On a motion and seconded by Mrs. Shields and Mrs. Mitchell, respectively, Resolution No.*
91 *2332 was unanimously approved as presented.*

- 92
93 • *Resolution No. 2334 – consenting to the assignment of a disposition contract between the*
94 *City of Salisbury and G Plus Properties, LLC which sets forth the terms and conditions of the*
95 *sale and redevelopment of the Old Fire Station #16*

96
97 *Mrs. Shields moved and Mr. Spies seconded to approve Resolution No. 2334.*

98
99 *Mr. Bradley Gillis joined Council at the podium and explained that G Plus Properties, LLC*
100 *was an entity set up for his father, Palmer Gillis, himself, and the remaining three partners.*
101 *Devreco, LLC is an entity that the same five (5) partners own, except that the equities are*
102 *divided out differently.*

103
104 *Resolution No. 2334 was unanimously approved as presented.*

- 105
106 • *Resolution No. 2335 – providing a payment in lieu of taxes (PILOT) to the development of*
107 *rental housing, located at 660-680 Fitzwater Street*

108
109 *Mrs. Mitchell moved and Mrs. Shields seconded to approve Resolution No. 2335.*

110
111 *Mrs. Mitchell moved, Mrs. Shields seconded, and the vote was unanimous to amend*
112 *Resolution No. 2335 by striking on Line 58 of the PILOT agreement: “, or until one of the*
113 *following occurs: (a) the Project is not used for the provision of rental housing and related*
114 *facilities to low income households at limited rents, pursuant to the Extended Use Covenant;*
115 *or (b) the Project does not comply with Section 7-506.1 of the Tax Property Article of the*
116 *Annotated Code of Maryland, as amended.” and inserting “and the portion of the property*
117 *to be maintained for lower income persons shall remain as housing for lower income persons*
118 *for a term of at least forty (40) years pursuant to Section 7-506.1(a)(2)(iv)2.”*

119
120 *Mrs. Mitchell moved, Mrs. Shields seconded, and the vote was unanimous to 1) amend*
121 *Resolution No. 2335 by striking “President of the City Council” and inserting “Mayor” on*
122 *Line 37, and 2) amend the PILOT agreement by striking “City Council President” and*
123 *inserting “Mayor” on Line 37 and striking “Jacob R. Day, President” and inserting “James*
124 *Ireton, Jr., Mayor” on the signature line (Line 146).*

125
126 *After discussion, Ms. Cohen moved to postpone the vote of Resolution No. 2335 to a later*
127 *date. Mr. Spies seconded, and the motion failed on a 2-3 vote, with Ms. Cohen and Mr. Spies*
128 *casting the “aye” votes.*

129
130 *Resolution No. 2335, as amended, passed on a 4-1 vote, with Ms. Cohen casting the “nay”*
131 *vote.*

133 **ORDINANCES** – presented by City Attorney Mark Tilghman

- 134
- 135 • Ordinance No. 2258 – 2nd reading – to eliminate or reduce water or sewer charges for
 - 136 equivalent dwelling units (EDUs) in accordance with Chapter 13.02 of the City Code to
 - 137 encourage development in the Downtown area and the Enterprise Zone

138

139 Mrs. Mitchell moved and Mrs. Shields seconded to approve Ordinance No. 2258 for second

140 reading.

141

142 City Attorney Mark Tilghman reviewed Lines 49 through 76 which listed the criteria a

143 project must meet in which a developer may submit written documentation to the Director of

144 Public Works to establish eligibility for a project within the EDU Incentive Area.

145

146 Mr. Spies moved, Mrs. Shields seconded, and the vote was unanimous to amend Ordinance

147 No. 2258 with the following:

- 148
- 149 ➤ Insert Lines 49 through 76 – the criteria which was read by the City Attorney
 - 150 ➤ Line 53 – insert “which” after “Enterprise Zone”
 - 151 ➤ Line 65 – insert “is” after “attention”
 - 152 ➤ Line 68 – strike “building in” and insert “creating and/or enhancing”
 - 153 ➤ Line 73 – insert “the” after “in” and “area” after “downtown”

154

155 After discussion, Mrs. Mitchell moved, Mrs. Shields seconded, and the vote was unanimous

156 to amend Ordinance No. 2258 by striking “allocated” and inserting “reallocated from the

157 former Linens of the Week property” on Line 34.

158

159 After further discussion, Mrs. Mitchell moved, Mrs. Shields seconded, and the vote was

160 unanimous to insert “for use in the EDU Incentive Area.” on Line 34 after “property” and

161 insert “hereby” before “available”.

162

163 Therefore, Line 34 was amended to read: Three hundred (300) EDUs are hereby available to

164 be ~~allocated~~ reallocated from the former Linens of the Week property for use in the EDU

165 Incentive Area.

166

167 Ordinance No. 2258 for second reading, as amended, was approved on a 4-1 vote with Ms.

168 Cohen casting the “nay” vote.

- 169
- 170 • Ordinance No. 2260 – 2nd reading – approving an amendment to the FY14 General Fund to
 - 171 provide funds to cover the cost for one half-time AmeriCorps member for the 2013-2014
 - 172 ShoreCorp/Pals Site Partnership Program

173

174 On a motion and seconded by Ms. Cohen and Mrs. Shields, respectively, Ordinance No.

175 2260 for second reading was unanimously approved.

- 176
- 177 • Ordinance No. 2262 – 1st reading – approving a budget amendment of the FY13 General

178 *Fund to appropriate funds received from the Speed Camera Program for the purchase of a*
179 *Cellebrite UFED touch*

180
181 *Mr. Spies moved and Mrs. Mitchell seconded to approve Ordinance No. 2262 for first*
182 *reading. After discussing numerous typographical errors in the ordinance, Council*
183 *unanimously approved Ordinance No. 2262 for first reading with the understanding that Mr.*
184 *Stevenson would edit the document for second reading on October 14, 2013.*

185
186 *Mrs. Mitchell inquired about the possibility of passing one budget amendment for the*
187 *difference between the budgeted amount for the speed camera funds and the actual received*
188 *for all of FY13 into a designated line item in the FY14 Budget for public safety as required,*
189 *rather than having to approve an amendment each time the funds are needed. Messrs.*
190 *Cordrey and Tilghman will work together to draft the legislation needed to accomplish this.*

- 191
192 • *Ordinance No. 2263 – 1st reading – approving an amendment of the FY13 General Fund*
193 *Budget to revise positions in the Internal Services Department*

194
195 *Mrs. Mitchell moved and Mrs. Shields seconded to approve Ordinance No. 2263 for first*
196 *reading.*

197
198 *On a motion and seconded by Ms. Cohen and Mrs. Shields, respectively, Council*
199 *unanimously approved to postpone the first reading of Ordinance No. 2263 until the October*
200 *14, 2013 Legislative Session or later because it is dependent upon the passage of Charter*
201 *Amendment Resolution No. 2332, which will become effective on the fiftieth day, which is*
202 *November 12, 2013.*

203
204 **PUBLIC COMMENTS**

205
206 *Two members of the public expressed the following concerns:*

- 207
208 • *Rivers Edge developer is not a non-profit organization and Salisbury taxpayers have already*
209 *contributed to its subsidy. It doesn't need further tax breaks.*
210 • *Complaint about property on 803 Federal Street with long grass and furniture on lawn not*
211 *being enforced*
212 • *Must get laws in place to correct the problem with repeat offenders*

213
214 *Prior to the adjournment of the meeting, Councilman Spies announced that September is National*
215 *Prostate Cancer Awareness Month and encouraged all men to be tested for prostate cancer.*

216
217 *There being no further business for discussion, the meeting adjourned at 8:41 p.m.*

CITY OF SALISBURY, MARYLAND
CLOSED SESSION
SEPTEMBER 16, 2013

223
224
225
226
227 *TIME & PLACE:* 3:55p.m., Government Office Building – Council Chambers, Room 301
228 *PURPOSE:* to discuss the requested name change from the buyer of the Old Fire
229 Station #16 and the performance evaluation procedures for the City
230 Attorney and City Clerk
231 *VOTE TO CLOSE:* Unanimous
232 *CITATION:* Annotated Code of Maryland Sections 10-508(a)(1)(14)
233 *PRESENT:* Council President Jacob R. Day, Mayor James P. Ireton, Jr., Council Vice
234 President Laura Mitchell, Councilwoman Eugenie P. Shields, Councilman
235 Timothy K. Spies, Interim City Administrator Tom Stevenson, City
236 Attorney Mark Tilghman (left at 4:14 p.m.)
237 *ABSENT:* Councilwoman Terry E. Cohen
238

239 *During the Work Session in Council Chambers, Room 301 of the Government Office Building on*
240 *September 16, 2013, Mrs. Shields moved and Mrs. Mitchell seconded to convene in Closed*
241 *Session to discuss the requested name change and the performance evaluation procedures for the*
242 *City Attorney and City Clerk as permitted under the Annotated Code of Maryland Section 10-*
243 *508(a)(1)(14). The vote to close the meeting was unanimous and the Closed Session began at*
244 *3:55 p.m.*
245

246 *City Attorney Mark Tilghman reported on the request to change the name of the buyer of the Old*
247 *Fire Station #16. Council reached unanimous consensus to discuss the request with the owner on*
248 *September 17, 2013 at 9:30 a.m. in Special Session in Conference Room #306.*
249

250 *Council discussed the procedures for evaluating the performance of the City Attorney and City*
251 *Clerk and reached unanimous consensus to continue moving forward with the process.*
252

253 *At 4:38 p.m., on a motion and a second by Mr. Spies and Mrs. Shields, respectively, the vote was*
254 *unanimous to adjourn the Closed Session and to return to Open Session. Thereafter, President*
255 *Day provided the statement out to the public and adjourned the meeting.*
256
257

258
259 *City Clerk*
260
261

262
263 *Council President*

INTER

OFFICE

MEMO

OFFICE OF THE MAYOR

To: Tom Stevenson
From: Sherrell McBride
Subject: Reappointment to the Building Board of Adjustments & Appeals
Date: September 30, 2013

Mayor Ireton would like to reappoint the following person to the Building Board of Adjustments & Appeals:

<u>Name</u>	<u>Term Ending</u>
Maurice C. Ngwaba, Ph.D.	9/30/2018

Attached you will find information from Mr. Ngwaba and the Resolution necessary for his reappointment. Please forward this information to the City Council so it may be placed on their agenda for the next Council meeting. Please let me know if you have any questions.

Attachment

cc: Mayor Ireton
William Holland

CMA CHYKE MAURICE & ASSOCIATES, INC.
Architecture, Planning, & Technology Management

September 17, 2013

Mayor James Ireton
Office of the Mayor
City of Salisbury
125 N. Division Street
Salisbury, MD 21804

Re: City of Salisbury Building Board of Adjustment and Appeals Membership

Dear Mayor Ireton:

This letter serves to express my interest to be considered for continuation of service in the City of Salisbury Building Board of Adjustment and Appeals. I have been informed by Mr. William T. Holland to express my interest to serve the City through the Board. Please note that it has been an honor to serve the great City of Salisbury over the years as a member of the Building Board and as a member of the defunct Downtown Riverfront Development Committee. This is an exceptional time to serve in the Building Board as the citizens of Maryland and the building industry are experiencing significant changes in building codes; emphasis on energy performance buildings, renewable energy integration in buildings and structures, and the trend towards zero and net-zero energy building standards for commercial buildings and homes.

My tenure in the Building Board experienced an excellent working relationship between the Board and the Department of Building, Permitting & Inspections under the leadership of Mr. William T. Holland. City residents have received fair and just considerations at the Board. We have collectively worked to sustain the life, health, and safety of the citizens of our City and users of our resources. Thanks for the opportunity to serve the City, and I look forward to your favorable consideration of my request.

Sincerely,

Maurice C. Ngwaba, Ph.D, AIA, AICP, CCS
President

CC. William T. Holland

**P.O. Box 1456
902 W. Main Street
Salisbury, MD 21802-1456**

**Tel: (410) 742-3996
Fax: (410) 742-9155
E-mail: Cma90@hotmail.com**

Memorandum

To: Mayor James Ireton
From: William T. Holland
Date: 9/19/2013
Re: Appointment to Building Board of Appeals

Mayor, I'm recommending the reappointment of Dr. Maurice Ngwaba to the City Building Board of Appeals. Dr. Ngwaba has served on the Board since approximately 1998. Dr. Ngwaba is a Maryland Licensed Architect and is President of CMA & Associates, Inc., a local architecture, planning & technology management company.

The Building Board of Appeals is established in Appendix B of the International Building Code (IBC) and was adopted in August 2010, as part of Ordinance 2117. Section B101.2.2 of the IBC establishes qualifications for Board members in the field of building technology. Such qualifications includes a Maryland Licensed Architect, Maryland Licensed Professional Engineer or structural engineer, a building contractor or superintendent with at least ten years' experience, a registered design professional with fire protection experience, and an electrical or mechanical/plumbing design professional with experience.

The Board makes decisions based on a claim that the true intent of the code legally adopted have been incorrectly interpreted, the provisions of the code do not fully apply or an equally good or better form of construction is proposed.

With this in mind, I recommend Dr. Ngwaba's reappointment to the Building Board of Appeals.

Please contact me if you have any questions.

RESOLUTION NO. 2336

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BE IT RESOLVED by the City Council of the City of Salisbury, Maryland that the following individual is appointed to the Building Board of Adjustments & Appeals for the term ending as indicated:

<u>Name</u>	<u>Term Ending</u>
Maurice C. Ngwaba, Ph.D.	9/30/2018

The above resolution was introduced, read and passed at the regular meeting of the Council of the City of Salisbury held on the _____ day of October 2013.

Kimberly R. Nichols
CITY CLERK

Jacob R. Day
COUNCIL PRESIDENT

APPROVED BY ME THIS
_____ day of October 2013.

James Ireton, Jr.
MAYOR

INTER

OFFICE

MEMO

OFFICE OF THE MAYOR

To: Tom Stevenson
From: Sherrell McBride
Subject: Appointment to the Housing Board of Adjustments and Appeals
Date: September 30, 2013

Mayor Ireton would like to appoint the following person to the Housing Board of Adjustments and Appeals:

<u>Candidate</u>	<u>Term</u>
Muir W. Boda	8/31/2017

Attached you will find information from Mr. Boda and the Resolution necessary for his appointment. Please forward this information to the City Council so it may be placed on their agenda for the next meeting. Please let me know if you have any questions.

Attachments

CC: Mayor Ireton
Tom Stevenson

Muir W. Boda

619 Decatur Ave
Salisbury, MD 21804
(410)603-3347
muirboda@me.com

PROFILE

I am interested in serving the City of Salisbury on the **Housing Board of Adjustments and Appeals** as the Resident representative. I believe that I can bring a fresh perspective to the board. I would approach every issue with an open mind and balance the need for adhering to the City Code and Charter, as well as understanding the need to protect property rights of those defending themselves and those that are affected by any alleged offense.

WORK EXPERIENCE

Asset Protection Manager, Walmart Store 1890 Salisbury, MD

This position focuses on several aspects of the retail industry. First, managing a team that investigates a variety of retail criminal activity including theft and fraud. Second, managing safety issues for the entire store, following and executing the fire code, crowd management for events and OSHA regulations. Our Asset Protection Team has close working relationship with local law enforcement and the State's Attorneys Office. In addition I frequently travel to other Walmarts to assist in Inventory Preparation and Inventory performance reviews.



Civic Engagement

Vice-Chair Maryland Libertarian Party, 2010-2012

Communications Director Maryland Libertarian Party, 2009-2010

Libertarian Candidate for US Congress in District 1, 2012

Candidate for Salisbury City Council 2009, 2011

Member of the City of Salisbury Recycling Committee 2009-2012

EDUCATION

Wor-Wic Community College, Salisbury, MD

Moviola Education Center, Hollywood, CA

References available upon request.

RESOLUTION NO. 2337

BE IT RESOLVED by the City of Salisbury, Maryland that the following individual is appointed to the Housing Board of Adjustments and Appeals for the term ending as indicated:

<u>Name</u>	<u>Term Ending</u>
Muir W. Boda	8/31/2017

The above resolution was introduced, read and passed at the regular meeting of the Council of the City of Salisbury held on the _____ day of October 2013.

Kimberly R. Nichols
CITY CLERK

Jacob R. Day
COUNCIL PRESIDENT

APPROVED BY ME THIS
_____ day of October 2013.

James Ireton, Jr.
MAYOR

INTER

OFFICE

MEMO

OFFICE OF THE MAYOR

To: Tom Stevenson
From: Sherrell McBride
Subject: Appointment to the Housing Board of Adjustments and Appeals
Date: October 7, 2013

Mayor Ireton would like to appoint the following person to the Housing Board of Adjustments and Appeals:

<u>Candidate</u>	<u>Term</u>
Charlie Jones	10/31/2017

Attached you will find information from Mr. Jones and the Resolution necessary for his appointment. Please forward this information to the City Council so it may be placed on their agenda for the next meeting. Please let me know if you have any questions.

Attachments

CC: Mayor Ireton
Tom Stevenson



Office of the Mayor,

I was asked by Sheila Dodson, Coastal Association of Realtors Executive Vice President, to consider applying for the HBAA for Salisbury.

I have lived in Wicomico County my entire life, the last 10 years as a resident of Salisbury in The Village At Tony Tank Creek. I am currently on the Architectural Review Board (ARB) for the past six years in the community and am a candidate for The Board of Directors for 2014-2016.

I have been involved with various family owned businesses in Wicomico, as well as working for First National Bank many years ago. I started in the Real Estate business in 1985 (part time). After selling parts of the family owned business, I have been a full time Realtor in Salisbury for the past 10 plus years. For many years I worked through Long and Foster and in 2012 transferred my affiliation with ERA Martin Associates.

I offer each and every client professional service with knowledge of the local Real Estate Market.

It is with this knowledge, I feel, I may be able to give back to the community and help it move forward in a realistic manor.

Sincerely

Charlie Jones



Kaye Jones (410) 726-2490 kaye@kjones.com | Charlie Jones (410) 726-4281 charlie@kjones.com
1000 E. Main Street | Salisbury, MD 21804 | Office: (410) 749-1818 | www.kayeandcharlie.com  

RESOLUTION NO. 2338

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BE IT RESOLVED by the City of Salisbury, Maryland that the following individual is appointed to the Housing Board of Adjustments and Appeals for the term ending as indicated:

<u>Name</u>	<u>Term Ending</u>
Charlie Jones	10/31/2017

The above resolution was introduced, read and passed at the regular meeting of the Council of the City of Salisbury held on the _____ day of October 2013.

Kimberly R. Nichols
CITY CLERK

Jacob R. Day
COUNCIL PRESIDENT

APPROVED BY ME THIS
_____ day of October 2013.

James Ireton, Jr.
MAYOR

INTER

OFFICE

MEMO

OFFICE OF THE MAYOR

To: Tom Stevenson
From: Sherrell McBride
Subject: Reappointment to the Central City District Commission
Date: September 30, 2013

Mayor Ireton would like to reappoint the following person to the Central City District Commission:

<u>Name</u>	<u>Term Ending</u>
Michael Wigley	9/30/2015

Attached you will find information from Mr. Wigley and the Resolution necessary for his reappointment. Please forward this information to the City Council so it may be placed on their agenda for the next meeting. Please let me know if you have any questions.

Attachments

cc: Michael Piorunski

September 17, 2013

Michael R. Wigley, AIA, LEED AP
Randy B. Duplechain, P.E.
Charles R. Woodward, Jr., LS
W. Zachary Crouch, P.E.
Michael E. Wheedleton, AIA
Jason P. Loar, P.E.
Gerald G. Friedel, P.E.

Office of the Mayor
City of Salisbury
125 North Division Street, Room 304
Salisbury, Maryland 21801-4940

Attn: Mayor Jim Ireton

Re: Central City District Committee



Dear Mayor Ireton:

Earlier I was contacted by Sherrell McBride asking whether or not I would be willing to continue serving on the Central City District Committee. The purpose of this letter is to inform you that I would indeed be interested, and to thank you for your consideration in the matter. I would be willing to serve for an additional one year term.

Please contact me if you require further information or have any questions regarding the continuation of this appointment. I look forward to being of service.

Sincerely,
DAVIS, BOWEN & FRIEDEL, INC.



Michael R. Wigley, AIA, LEED AP
Principal

MRW/mrw
N:\MRW\Letters\Ireton_091713.mrw.doc

RESOLUTION NO. 2339

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BE IT RESOLVED by the City Council of the City of Salisbury, Maryland that the following individual is appointed to the Central City District Commission for the term ending as indicated:

<u>Name</u>	<u>Term Ending</u>
Michael Wigley	9/30/2015

The above resolution was introduced, read and passed at the regular meeting of the Council of the City of Salisbury held on the _____ day of October 2013.

Kimberly R. Nichols
CITY CLERK

Jacob R. Day
COUNCIL PRESIDENT

APPROVED BY ME THIS
_____ day of October 2013.

James Ireton, Jr.
MAYOR

INTER

OFFICE

MEMO

OFFICE OF THE MAYOR

To: Tom Stevenson
From: Sherrell McBride
Subject: Reappointment to the Central City District Commission
Date: September 30, 2013

Mayor Ireton would like to reappoint the following person to the Central City District Commission:

<u>Name</u>	<u>Term Ending</u>
Charles Dashiell, Jr.	9/30/2015

Attached you will find information from Mr. Dashiell and the Resolution necessary for his reappointment. Please forward this information to the City Council so it may be placed on their agenda for the next meeting. Please let me know if you have any questions.

Attachments

cc: Michael Piorunski

LAW OFFICES
HEARNE & BAILEY, P. A.

CHARLES R. DASHIELL, JR.
KENNETH L. HOOPER

CHARLES E. HEARNE, JR. (1908-1985)
JAMES P. BAILEY (1922-1987)

COLONIAL BUILDING
126 EAST MAIN STREET
P. O. Box 108
SALISBURY, MD 21803-0108
Phone: (410) 749-5144
Fax: (410) 749-8273

September 18, 2013

Via Fax 410-548-3102

Mayor James Ireton
City of Salisbury
125 N. Division Street
Salisbury, MD 21801

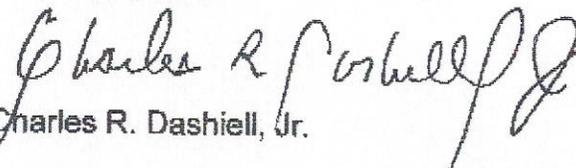
RE: Central City District Commission

Dear Mayor Ireton:

This will confirm my willingness to serve another term on the Central City District Commission.

Thank you for your consideration.

Very truly yours,


Charles R. Dashiell, Jr.

F:\users\lor\Ireton-CRD

RESOLUTION NO. 2340

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BE IT RESOLVED by the City Council of the City of Salisbury, Maryland that the following individual is appointed to the Central City District Commission for the term ending as indicated:

<u>Name</u>	<u>Term Ending</u>
Charles Dashiell, Jr.	9/30/2015

The above resolution was introduced, read and passed at the regular meeting of the Council of the City of Salisbury held on the _____ day of October 2013.

Kimberly R. Nichols
CITY CLERK

Jacob R. Day
COUNCIL PRESIDENT

APPROVED BY ME THIS
_____ day of October 2013.

James Ireton, Jr.
MAYOR

INTER

OFFICE

MEMO

OFFICE OF THE MAYOR

To: Tom Stevenson
From: Sherrell McBride
Subject: Appointment to the City Park Committee
Date: October 7, 2013

Mayor Ireton would like to appoint the following person to the City Park Committee with a term ending as follows:

<u>Candidate</u>	<u>Term Ending</u>
Chris Okerblom	10/31/2016

Attached you will find Mr. Okerblom's resume and the Resolution necessary for his appointment. Please forward this information to the City Council so it may be placed on the agenda for the next City Council meeting. Please let me know if you have any questions.

Attachments

Chris Okerblom
Email: cokerblo@wcboe.org
224 W. Main st unit #203
Salisbury, MD 21801
410-726-3433

Objective

To fill a position on the city parks committee that allows me to better serve the community where I was born and raised and currently reside.

Education

Springfield College, Springfield, MA May 2008
Bachelor of Science: Movement and Sport Studies
License: Physical Education, Pre K-8, 5-12
Initial Physical Education K-12 licenses acquired in MA and MD
GPA: 3.67

Honors/Awards

Coaching Awards: 2A East Region Champions, Multiple individual State Champions, Daily Times Athlete of the Year 2009-Present
Dean's list: Fall 2004, Spring 2005, Fall 2005, Spring 2006, Fall 2006, Spring 2007, Fall 2007, Spring 2008
NEWMAC Academic All Conference Track and Field 2005, 2006, 2007, & 2008
Maryland State Champion Pole Vault 2004
McJilton Classic Bodybuilding Novice Champion 2010

Teaching Experience

North Salisbury Elementary, Salisbury, MD Fall 2010 – Present
Physical Education Teacher

- Develop and implement lessons in skill themes, movement concepts, fitness, nutrition & health that promote a health enhancing level of physical activity as well as allow for individual differences
- Assess students on their cognitive and psychomotor capabilities utilizing a variety of assessment methods in order to guide future instruction
- Work collaboratively in all phases of the teaching experience utilizing a team teaching model.

Parkside High School, Salisbury, MD Winter 2009 – Spring 2010
Long Term Substitute Teaching

- Develop and implement lessons in team sports that cater to a variety of skill levels and develop enthusiasm for physical fitness and healthy living.
- Assess student performance in a variety of capacities including peer performance assessments, tests and quizzes, fitness report cards, and daily participation credit.
- Coordinate with coworkers to ensure seamless, developmentally appropriate transitions through all levels of Physical Education at Parkside by organizing collective efforts during department meetings.

Substitute Teaching, Wicomico County, MD Fall 2008 –spring 2010
Bennett Middle School, Salisbury, MD Winter 2008-2009 & Fall 2009
Long Term Substitute Teaching
East Longmeadow High School, East Longmeadow, MA Spring 2008
Practicum
Leeds Elementary School, Leeds, MA Spring 2008
Practicum
Michael E. Smith Middle School, South Hadley, MA Summer 2007

Pre-practicum	
Alfred M. Glickman, Springfield, MA	Spring 2007
Adapted Physical Education	
➤ Developed and implemented a variety of lessons adapted to the needs of elementary students with autism, muscular dystrophy, and learning disabilities	
Sumner Avenue Elementary School, Springfield, MA	Fall 2006
Student teaching	
Birchland Park Middle School, East Longmeadow, MA	Fall 2006
Student teaching	
William DeBerry Elementary School, Springfield, MA	Spring 2006
Student teaching	
Pathfinder Regional Vocational Technical High School, Palmer, MA	Spring 2006
Student teaching	

Professional Development

- Scholars in action presentation- researched, developed, and implemented a study determining the effects of sport specific training on athletic performance
- Karpovich Lecture & Physics of movement sport studies conference
- General education faculty and department meetings for Wicomico County Public Schools Northampton Public School District and East Longmeadow Public School District.

Related Experience

2A East Region & Bayside Meet Director	Fall 2012-Present
➤ Plan and direct all indoor track and field meets for the eastern shore of MD including Regional and Bayside Championships, Bayside League meets, and invitationals.	
District VIII Representative on the MD State Track and Field Committee	Fall 2012- Present
➤ Meet tri-yearly to discuss and resolve all matters related to public secondary track and field in the state of Maryland.	
Wicomico County Physical Education Curriculum and PLC Committee	Spring 2012- Present
➤ Develop and maintain a working curriculum to serve teachers students K-8 in Wicomico County that is aligned with state and national standards.	
Parkside High School Head Track and Field Coach, Salisbury, MD	Fall 2008 – Present
➤ Facilitate the development and maintenance of a successful Track and Field program by teaching proper training techniques and helping each athlete achieve personal goals	
Volunteer assistant coaching, Ludlow High School, Ludlow, MA	Spring 2008
➤ Coordinated drills and practices for the women’s pole vaulters	
Biking Expedition Leader, Biking X, Ashville, NC	Summer 2007 - 2009
➤ Planned and managed 120 mile week long bike trips for 12-15 high school freshmen	
Water Safety Instructor, Salisbury University, Salisbury, MD	Summer 2005
➤ Coordinated water safety and swimming courses for all ages and ability levels	

Activities/Volunteer Experience

Trinity United Methodist Church Homeless Shelter Outreach	Winter 2012- Present
Mentor	2008 – Present
Ocean City Half Marathon	Spring 2010
Mcjilton Classic Bodybuilding Competition	Spring 2010
Humanics in Action Day	2005 - 2007
Springfield College Track and Field	Fall 2005 – Spring 2008

Additional Certifications

- Athletic injury prevention and AED
- Red Cross CPR and First Aid for the professional rescuer
- Red cross lifeguard certification
- Red Cross Water Safety Instructor Certification

RESOLUTION NO. 2341

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BE IT RESOLVED by the City of Salisbury, Maryland that the following individual is reappointed to the City Park Committee for the term ending as indicated:

<u>Name</u>	<u>Term Ending</u>
Chris Okerblom	10/31/2016

The above resolution was introduced, read and passed at the regular meeting of the Council of the City of Salisbury held on the _____ day of October 2013.

Kimberly R. Nichols
CITY CLERK

Jacob R. Day
COUNCIL PRESIDENT

APPROVED BY ME THIS
_____ day of October 2013.

James Ireton, Jr.
MAYOR

INTER

OFFICE

MEMO

OFFICE OF THE MAYOR

To: Tom Stevenson
From: Sherrell McBride
Subject: Appointment to the Recycling Advisory Committee
Date: October 7, 2013

Mayor Ireton would like to appoint the following person to the Recycling Advisory Committee:

<u>Candidate</u>	<u>Quadrant</u>	<u>Term Ending</u>
Christine Okerblom	Southwest	10/31/2016

Attached you will find Mrs. Okerblom's resume and the Resolution necessary for her appointment. Please forward this information to the City Council so it may be placed on the agenda for the next City Council meeting. Please let me know if you have any questions.

Attachment

cc: Mike Moulds
Harry White

CHRISTINE OKERBLOM
224 West Main St.
Salisbury MD, 21801
(443) 614-9938
okerblom77@gmail.com

OBJECTIVE

Seeking to obtain a position where my knowledge in environmental studies and dedication to the preservation of wildlife can be fully utilized.

EDUCATION

Bachelor of Arts
Salisbury University, Salisbury, MD
Major: Environmental Studies Minor: Art

RELATED WORK AND EXPERIENCE

Internship Summer 2010
Sharon's Natural Garden, Delmar DE

- Maintained a self-sustained farm by implementing core methods of organic farming.
- Assisted in the preservation of plant diversity by saving seeds from heirloom produce.
- Harvested several varieties of organic produce, using sustainable methods of farming including drip irrigation, crop rotation and the use of cover crops.
- Attended daily to; livestock, watering of crops and aerating compost pile.

Seasonal Employment Summer 2008 - Present
Marley Manor Apartments, Salisbury MD

- Lifeguard certified in First Aid, CPR, and, Certified Pool Operator.

RELEVANT COURSES

- *Biology Concepts and Methods*
Examine fundamental processes that regulate the earth and its ecosystems. Identify myriad impacts of a growing human population on ecosystems. Identify strategies for solving or minimizing environmental impacts.
- *Environmental Science*
Identified consequences of current air and water pollution in relationship with loss of biodiversity.
- *Philosophy Environmental Responsibility*
Investigated societal obligations to our ecosystem, developed several papers discussing the benefits of old growth forest and local gardens.
- *Global Environmental History*
Studied global changes in the biosphere, water and soil within the twentieth century. Conducted argumentative papers on the effects of modernized farming.

Activities/Organization

- Volunteered at the
Wicomico County
Humane Society
2010 - Present

William Nelson
Professor in
Environmental Studies
WANELSON@salisbury.edu

Sharon Carson
Sharon's Natural Garden
(302)-846-2571

• Volunteer for the Marine Education, Research and Rehabilitation Institute, Inc

2011 - Present

References

Dr. Michael Lewis

Environmental Studies Director

(410)677-5020

mlewis@salisbury.edu

RESOLUTION NO. 2342

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BE IT RESOLVED by the City Council of the City of Salisbury, Maryland that the following individual is appointed to the Recycling Advisory Committee for the term ending as indicated:

<u>Name</u>	<u>Quadrant</u>	<u>Term Ending</u>
Christine Okerblom	Southwest	10/31/2016

The above resolution was introduced, read and passed at the regular meeting of the Council of the City of Salisbury held on the _____ day of October 2013.

Kimberly R. Nichols
CITY CLERK

Jacob R. Day
COUNCIL PRESIDENT

APPROVED BY ME THIS
_____ day of October 2014.

James Ireton, Jr.
MAYOR

INTER

OFFICE

MEMO

Office of the Mayor

To: City Council
From: Tom Stevenson *TMS*
Subject: Enterprise Zone Eligibility – Coastal Comfort, Inc.
Date: September 23, 2013

Attached is a copy of the application requesting Enterprise Zone designation for Coastal Comfort, Inc. from Kevin Coleman. I have reviewed this application and, to the best of my knowledge, this establishment meets all of the qualifications to be so designated. This property is located within the boundaries of the City's Enterprise Zone, and this company has invested more than \$50,000 in the property.

I recommend that the City Council adopt the attached resolution designating Coastal Comfort, Inc. located at 1924 Northwood Drive, eligible to receive the benefits of the Enterprise Zone.

The Mayor concurs with this recommendation.

As a reminder, companies that are declared eligible for enterprise zone benefits are able to receive both income tax and property tax benefits for ten years. The purpose of this program is to encourage industries to locate in areas identified as enterprise zones and to reinvest in such properties.

cc: Mayor Ireton
Kim Nichols

Attachments

Enterprise Zone Property Tax Calculation
Coastal Comfort

Assessment Value of Improvement	\$65,600.00	Property Tax Rate	\$0.819
Per \$100	\$656.00		
Annual Tax	\$537.26		

<u>Year</u>	<u>Total City Property Tax</u>	<u>E-Zone Credit</u>	<u>Refunded By State</u>	<u>Taxes Paid To City</u>	<u>Taxes Not Received By City</u>	<u>Total Revenue To City</u>
Year 1	\$537.26	\$429.81	\$214.91	\$107.45	\$214.91	\$322.36
Year 2	\$537.26	\$429.81	\$214.91	\$107.45	\$214.91	\$322.36
Year 3	\$537.26	\$429.81	\$214.90	\$107.45	\$214.90	\$322.36
Year 4	\$537.26	\$429.81	\$214.90	\$107.45	\$214.90	\$322.36
Year 5	\$537.26	\$429.81	\$214.90	\$107.45	\$214.90	\$322.36
Year 6	\$537.26	\$376.08	\$188.04	\$161.18	\$188.04	\$349.22
Year 7	\$537.26	\$322.36	\$161.18	\$214.90	\$161.18	\$376.08
Year 8	\$537.26	\$268.63	\$134.32	\$268.63	\$134.32	\$402.95
Year 9	\$537.26	\$214.90	\$107.45	\$322.36	\$107.45	\$429.81
Year 10	\$537.26	\$161.18	\$80.59	\$376.08	\$80.59	\$456.67
Total	\$5,372.61	\$3,492.20	\$1,746.10	\$1,880.41	\$1,746.10	\$3,626.51

REQUEST FOR STATE ENTERPRISE ZONE QUALIFICATION
IN THE CITY OF SALISBURY

This application allows us to determine whether or not your business is eligible to receive Enterprise Zone benefits. Please return the application to:

John R. Pick, City Administrator
City of Salisbury
125 North Division Street
Salisbury, MD 21801-4940

If determined eligible, you will receive a letter confirming this determination from the City of Salisbury. Keep the letter as proof of your Enterprise Zone certification.

GENERAL INFORMATION NEEDED:

NAME OF
FIRM: COASTAL COMFORT, INC.

CONTACT
PERSON: KEVIN COLEMAN PHONE: 410-742-1435 *443-235-6113*

PRESENT
LOCATION: 1924 NORTHWOOD DRIVE, SALISBURY, MD 21801

TYPE OF
BUSINESS: HEATING & AIR

FEDERAL TAX ID NO. 20-2354719 NAICS 235110

HOW LONG IN THIS LOCATION: purchased 4/2012, received occupancy certificate on 6/17/13

OWNER OF REAL PROPERTY WHERE BUSINESS IS LOCATED: COASTAL COMFORT, INC.

ADDRESS OF OWNER: 1924 NORTHWOOD DRIVE, SALISBURY, MD 21801

OUR COMPANY QUALIFIES FOR ENTERPRISE ZONE BENEFITS BECAUSE (CHECK ALL THAT APPLY):

WE HAVE CREATED MORE THAN TWO FULL-TIME POSITIONS SINCE LOCATING IN THE ENTERPRISE ZONE*.

* (EMPLOYEES WORKING IN EXCESS OF 35 HOURS PER WEEK ON AVERAGE ARE CONSIDERED FULL TIME.)

WE HAVE INVESTED MORE THAN \$50,000 IN OUR PROPERTY LOCATED IN THE ENTERPRISE ZONE.

IF COMPANY QUALIFIES FOR ENTERPRISE ZONE BENEFITS DUE TO JOB CREATION, PLEASE COMPLETE THE FOLLOWING:

*not at
the present
time*

DATE COMPANY LOCATED IN THE ENTERPRISE ZONE: _____

NUMBER OF FULL-TIME EMPLOYEES EMPLOYED AT THIS LOCATION ON THE DATE COMPANY LOCATED IN THE ENTERPRISE ZONE: _____

(Please provide a list of names of the employees hired into new positions since the company located in the Enterprise Zone.)

CURRENT NUMBER OF FULL-TIME EMPLOYEES EMPLOYED AT THIS LOCATION: _____

IF COMPANY QUALIFIES FOR ENTERPRISE ZONE BENEFITS DUE TO INVESTMENT IN THE PROPERTY, PLEASE COMPLETE THE FOLLOWING:

APPROXIMATE DATE ON WHICH IMPROVEMENTS WERE COMPLETED:
6/2013

BRIEFLY DESCRIBE IMPROVEMENTS: DEMOLISHED OLD STRUCTURE, BUILT NEW BUILDING

APPROXIMATE COST OF IMPROVEMENTS: \$65,600

1 RESOLUTION NO. 2343

2
3
4 A RESOLUTION OF THE CITY OF SALISBURY, MARYLAND DECLARING THAT
5 COASTAL COMFORT, INC IS ELIGIBLE TO RECEIVE ENTERPRISE ZONE BENEFITS FOR
6 PROPERTY LOCATED AT 1924 NORTHWOOD DRIVE, SALISBURY MD.
7

8 WHEREAS the City of Salisbury, Maryland and Wicomico County created an Enterprise Zone on
9 June 6, 1983 for the purpose of encouraging economic development of the area encompassed within the
10 boundaries of such zone; and

11
12 WHEREAS the Enterprise Zone was created under authority granted by the State of Maryland;
13 and

14
15 WHEREAS the State Code permits certain benefits to be extended to businesses that locate or
16 expand in the Enterprise Zone provided that they meet certain standards; and

17
18 WHEREAS, the City of Salisbury and Wicomico County have also established certain standards,
19 which must be met in order for a business to be deemed eligible to receive Enterprise Zone benefits; and

20
21 WHEREAS, Coastal Comfort, Inc. meets the standards set forth in the State Code and in local
22 regulations to be eligible to receive Enterprise Zone benefits; and

23
24 WHEREAS, Kevin Coleman, representing Coastal Comfort, Inc. has requested that the company
25 be designated as eligible for Enterprise Zone benefits because of its investment of more than \$50,000 at
26 their property located in the zone at 1924 Northwood Drive;

27
28 NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Salisbury, Maryland
29 that Coastal Comfort, Inc. be designated as eligible to receive the benefits of the Enterprise Zone effective
30 upon the adoption of this resolution.

31
32 The above Resolution was introduced and read and passed at the regular meeting of the Salisbury
33 City Council on the _____ day of October, 2013.
34
35
36

37 _____
38 Kimberly R. Nichols
39 CITY CLERK

Jacob R. Day
PRESIDENT, City Council

40
41
42 APPROVED by me this
43 _____ day of _____ 2013.
44
45

46 _____
47 James Ireton, Jr.
48 MAYOR, City of Salisbury

City of Salisbury



JAMES IRETON JR.
MAYOR

TOM STEVENSON
ACTING CITY ADMINISTRATOR



Maryland
699 W. SALISBURY PARKWAY
SALISBURY, MD 21801
TEL: 410-548-3165



BARBARA DUNCAN
CHIEF OF POLICE

September 16, 2013

TO: Tom Stevenson

FROM: Chief Barbara Duncan

SUBJECT: Resolution – Addendum to “Safe Streets Coalition” – “MSSP”

Attached, please find a Resolution to accept \$10,000.00 in state grant funds, awarded through the Governor’s Office of Crime Control and Prevention as an addendum to our Safe Streets award which was accepted by council on July 15, 2013, Resolution 2296, in the amount of \$280,227.00. The additional funding has been specifically earmarked for projects that through environmental changes within a particular residential or business area help reduce crime and the fear of crime. These changes include increased lighting, landscaping, fencing, etc. The program is referred to by the Governor’s Office of Crime Control and Prevention as Crime Prevention through Environmental Design or CPTED.

The funds if accepted are to be added to our current Safe Streets Grant and are to be utilized for police & Safe Streets Coordinator overtime, a light meter, noise meter, a pole security camera, fencing, and shrubbery. Based on crime data analysis indicating high incidents of criminal behavior the Governor’s Office of Crime Control & Prevention has approved a geographical area within the Camden area as the initial CPTED sight.

Unless you, or the Mayor, have further questions, please forward this Resolution to the City Council.


Chief Barbara Duncan
Chief of Police

Attachment

RESOLUTION NO. 2344

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A RESOLUTION OF THE CITY OF SALISBURY ACCEPTING STATE GRANT FUNDS THROUGH THE GOVERNOR’S OFFICE OF CRIME CONTROL AND PREVENTION ENTITLED “CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN”, CPTED. FUNDS IN THE AMOUNT OF \$10,000.00 ARE AWARDED AS AN ADDENDUM TO THE SAFE STREETS GRANT WHICH WAS AWARDED JULY 1, 2013.

WHEREAS, The City of Salisbury’s Safe Streets program addresses high incidences of crime in the city and surrounding areas; and

WHEREAS, this State grant was awarded by the Governor’s Office of Crime Control and Prevention utilizing a security integration model of multi-agency collaboration with federal, state and local agencies; and

WHEREAS, the grant funds will provide for overtime for police officers, Safe Street Coordinator, a light & noise meter, pole security camera, fencing, security mirrors, and shrubbery; and,

WHEREAS, the a portion of the Camden area of the City of Salisbury was selected as the initial site based on crime data analysis indicating high incidents of criminal behavior; and,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SALISBURY, MARYLAND that awarded State Grant funds in the amount of \$10,000.00 be accepted and utilized as part of for the City of Salisbury’s Safe Streets Program.

THIS RESOLUTION was duly passed at a meeting of the Council of the City of Salisbury held on _____, and is to become effective immediately upon adoption.

ATTEST:

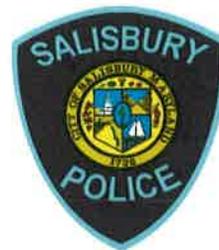
Kimberly R. Nichols
City Clerk

Jacob R. Day, President
Salisbury City Council

APPROVED BY ME THIS:

_____ day of _____, 2013

James Ireton, Jr., Mayor



JAMES IRETON, JR.
MAYOR
TOM STEVENSON
ACTING CITY ADMINISTRATOR

MARYLAND
699 W. SALISBURY PARKWAY
SALISBURY, MD 21801
TEL: 410-548-3165
August 1, 2013

BARBARA DUNCAN
CHIEF OF POLICE

TO: Tom Stevenson

FROM: Major David Meienschein

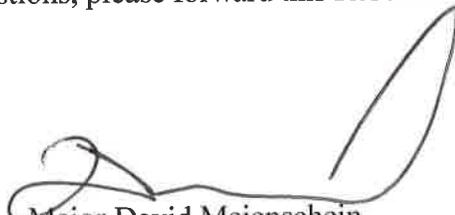
SUBJECT: Resolution – Memorandum of Understanding – 511 Decatur Ave

Attached, please find a Resolution to enter into a Memorandum of Understanding with The Wicomico Housing Authority to utilize the property located at 511 Decatur Ave as a city service center. The MOU is for a period of 3 years. The city of Salisbury will invest in the property by refurbishing the exterior and interior of the property. These improvements are necessary in order to inhabit the building which has sat vacant for some time and is in need of repair. An estimated cost of these repair are \$10,000.

The investment in and use of this property will greatly enhance the capability of Salisbury public services such as police, code compliance, and public works by providing a satellite location to conduct city business, provide additional workspace, and provide a location to have community meetings in an area of the city that is in need of enhanced services.

At the end of the 3 year MOU the property may be returned to The Wicomico Housing Authority with repairs in place at no cost to the housing authority unless the city and the housing authority both agree to reenter into another MOU extending use of the property to the city.

Unless you, or the Mayor, have further questions, please forward this Resolution to the City Council.



Major David Meienschein
Administrative Commander

Attachment

1 RESOLUTION NO. 2323

2
3 A RESOLUTION OF THE CITY OF SALISBURY TO ENTER INTO A MEMORANDUM
4 OF UNDERSTANDING ACCEPTING USE OF AND AUTHORIZATION TO CONDUCT
5 REPAIR ON 511 DECATUR AVENUE FOR THE PURPOSE OF UTLIZING THE PROPERTY
6 AS A CITY SERVICE CENTER.

7
8 WHEREAS, The City of Salisbury will enter into a 3 year MOU agreement with The
9 Wicomico Housing Authority for the use of 511 Decatur Ave as a city service center; and,

10
11 WHEREAS, the city of Salisbury will invest in refurbishment to the exterior and interior of
12 the property for suitable accommodations so the property may be utilized as a city service center;
13 and,

14
15 WHEREAS, the refurbishment to the property will be at the expense of the city of Salisbury
16 which is estimated at \$10,000; and,

17
18 WHEREAS, the police department currently has funds available in the police services
19 building maintenance account to cover the estimated cost of the refurbishment of the property.

20
21
22 NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF
23 SALISBURY, MARYLAND authorizes the city to enter into a 3 year MOU with the Wicomico
24 Housing Authority for the use of 511 Decatur Ave as a city service center.

25
26 THIS RESOLUTION was duly passed at a meeting of the Council of the City of Salisbury
27 held on August 26, 2013, and is to become effective immediately upon adoption.

28
29 ATTEST:

30
31 _____
32 Kimberly R. Nichols
33 City Clerk

34 _____
35 Jacob R. Day, President
36 Salisbury City Council

37 APPROVED BY ME THIS:

38
39 _____ day of _____, 2013

40
41
42
43 _____
44 James Ireton, Jr., Mayor

Wicomico County Housing Authority
911 Booth Street
Salisbury, Maryland 21801-3005
(410) 749-1383
Fax (410) 749-8792
TDD 1-800-545-1833

JUNE 18, 2013

MEMORANDUM OF UNDERSTANDING

WITH SALISBURY POLICE DEPARTMENT
511 DECATUR AVE
SALISBURY, MARYLAND 21801

PLEASE BE ADVISED THAT THE WICOMICO COUNTY HOUSING AUTHORITY AND THE SALISBURY POLICE DEPARTMENT HAVE ENTERED INTO AGREEMENT THAT THE DEPARTMENT WILL OCCUPY THE PREMISES KNOWN AS 511 DECATUR AVENUE FOR THE PURPOSE OF A POLICE SUBSTATION, WITH AN APPROVAL EFFECTIVE DATE OF JUNE 18, 2013 UNTIL NOVEMBER 23, 2015. AFTER THE 3 YEARS, YOU CAN JUST REQUEST ANOTHER 3 YEAR APPROVAL. THIS SUBSTATION WILL BE MAINTAINED SOLELY BY THE CITY OF SALISBURY BUT NOT LIMITED TO THE FOLLOWING:

1. ALL UTILITIES WILL BE MAINTAINED BY THE CITY OF SALISBURY. THE CITY OF SALISBURY WILL REIMBURSE WICOMICO COUNTY HOUSING AUTHORITY FOR WATER, SEWER AND TRASH.
2. THE CITY OF SALISBURY WILL MAINTAIN THE EXTERIOR LANDSCAPING.
3. ALL REPAIRS DURING LEASING WILL BE THE CITY OF SALISBURY RESPONSIBILITY AND COST.
4. ANY UPGRADES OR CHANGES WILL BE DONE AT THE EXPENSE OF THE CITY, I.E. REMOVAL OF THE WALLS OR STRUCTURE CHANGES.
5. AT THEIR REQUEST WICOMICO COUNTY HOUSING AUTHORITY WILL SCHEDULE AN INSPECTION AT LEAST ONCE A YEAR.
6. AT THE END OF THE APPROVAL TIME THE CITY WILL BE RESPONSIBLE FOR RESTORING THE RESIDENCE TO ITS ORIGINAL STATE. AFTER INSPECTION OF THE PROPERTY THE FOLLOWING OBSERVATIONS WERE MADE. THE WINDOW FRAMES AND WINDOWS IN AT LEAST THREE LOCATIONS NEED TO

REPLACED DUE TO WATER DAMAGE, AND ROTTING WOOD. THERE WILL BE SOME LEAD PAINT ABATEMENT NECESSARY. ALL UTILITIES INCLUDING THE REFRIGERATOR, WATER HEATER, AND STOVE NEED TO BE REPAIRABLE. THE HEATING SYSTEM, PLUMBING, AND ELECTRICAL SYSTEM NEED TO BE INSPECTED AND BROUGHT BACK INTO CODE. THE PROPERTY AS IT STANDS AT THE MOMENT NEEDS TO BE COMPLETELY GUTTED OUT. THE OLD APPLIANCES BROKEN GLASS, CLOTHING NEED TO BE REMOVED AND THE ENTIRE PROPERTY CLEANED, DISINFECTED, AND TREATED BY A PEST CONTROL SERVICE. THE FRONT DOOR AND STORM DOOR NEEDS TO BE REPLACED. THE FRONT AND SIDE STEPS NEED TO BE LEVELED AND STABILIZED. LASTLY, THE BLACK MOLD UNDERNEATH THE HOUSE NEEDS TO BE ABATED, ALONG WITH REPLACEMENT OF MISSING INSULATION.

SO AS YOU CAN SEE, THE CITY WILL HAVE QUITE THE INVESTMENT IN THE PROPERTY TO TURN IT INTO A SAFE AND FUNCTIONAL PROPERTY. THE CITY IS WILLING TO ACCOMPLISH THIS TASK BECAUSE WE BELIEVE IT IS IN THE BEST INTEREST ON THE COMMUNITY NOT ONLY TO MAKE THE REPAIRS BUT ALSO TO ESTABLISH A LOCATION FOR ADDITIONAL POLICE PRESENCE.

IN RETURN WE WOULD ASK FOR A COMMITMENT BUILT INTO THE MOU ALLOWING THE PROPERTY TO REMAIN UNDER CITY CONTROL FOR A PERIOD OF 3 YEARS. AT THE END OF THIS PERIOD THE CITY WOULD RELINQUISH THE PROPERTY BACK TO THE OWNER OR COULD REMAIN AT THE LOCATION AT THE DISCRETION OF THE OWNER AND CITY ON A YEAR TO YEAR BASIS. THE CITY RETAINS THE RIGHT TO END THE CONTRACT AT ANY TIME WITH 30 DAYS' NOTICE; HOWEVER, THE OWNER OF THE PROPERTY WOULD STILL RETAIN POSSESSION OF ALL OF THE UP- GRADES.

WHEN THE DECISION TO RETURN CONTROL OF THE PROPERTY BACK TO THE OWNER THE PROPERTY WILL BE RETURNED WITH NORMAL WEAR AND TEAR. ALL UPGRADES INCLUDING APPLIANCES WILL REMAIN. THE WALL THAT HAS BEEN IDENTIFIED FOR REMOVAL WILL ALSO BE REPLACED.

7. THE WICOMICO HOUSING AUTHORITY WILL NOT BE LIABLE FOR WHATEVER OCCURS IN THE DWELLING BEYOND THE STRUCTURE ITSELF.
8. THE CITY OF SALISBURY WILL BE RESPONSIBLE FOR THE DAY TO DAY OPERATIONS OF DWELLING AND WILL BE COVERED UNDER THE CITY INSURANCE POLICY.
9. THE INCLUSIVE DATES OF THIS 3 YEAR MOU WOULD GO INTO EFFECT ON THE DATE THAT THIS MEMORANDUM IS SIGNED BY THE PROPERTY OWNER OR AUTHORIZED DESIGNEE AND AN AUTHORIZED PERSON ON BEHALF OF THE CITY OF SALISBURY, MD.

Representative City of Salisbury

Date

Narcinda Church – Director

Date

INTER

OFFICE

MEMO

Office of the Mayor

To: All City Council Members
From: Tom Stevenson, Interim City Administrator
Subject: Charter Changes
Date: October 8, 2013

During a recent council work session discussion, a request was made to require enhanced notification of proposed Charter changes to ensure that the public is afforded sufficient time to provide input. Attached, please find a Resolution which will amend Article 2 of Section SC2-11 of the Salisbury City Charter.

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CITY OF SALISBURY

CHARTER AMENDMENT NO. 2333

A RESOLUTION TO AMEND THE CHARTER OF THE CITY OF SALISBURY, MARYLAND TO REQUIRE PUBLICATION OF CHARTER CHANGES AND A PUBLIC HEARING BEFORE SUCH AMENDMENTS TO THE CHARTER OF THE CITY OF SALISBURY ARE CONSIDERED AND TO REFLECT THE RECODIFICATION OF STATE LAW.

WHEREAS, the Charter of the City of Salisbury may be amended as outlined in § SC21-1-3 of the Charter which refers to Article 23A §§ 11-18 of the Maryland Annotated Code; and

WHEREAS, Article 23A §§ 11-18 were recodified as Local Government Article, §§ 4-301 *et seq.*; and

WHEREAS, Maryland State Law only requires publication of charter amendments after any changes have been adopted by a municipal governing body in its usual course of business, and does not require publication in a newspaper of general circulation before adoption of the amendments; and

WHEREAS, posting alone may not notify the public of important charter changes and may result in charter changes being debated and voted on without the public's input; and

WHEREAS, the Salisbury City Council has concluded that it is in the best interest of City residents to require the publication of a statement of the substance of any charter changes in a newspaper of general circulation in the City of Salisbury and a public hearing in advance of adoption of an amendment by the Council in order to inform the public of important changes to the Charter.

NOW, THEREFORE, be it enacted and ordained by the City Council of the City of Salisbury, that Article XXI of the Charter Section SC 21-2, be amended as follows:

§ SC 21-2 ~~Council may amend~~ Amendment of Charter

29 Amendments to this Charter shall be proposed and enacted in accordance
30 with ~~§§ 11-18 of Article 23A~~ §§ 4-301 et seq. of the Local Government Article of the
31 Annotated Code of Maryland as the same shall be amended from time to time. In
32 addition to the requirements set forth therein, Resolutions introduced by the Council to
33 change the Charter of the City of Salisbury shall require a public hearing. Notice of the
34 hearing shall be printed in a newspaper of general circulation in the City of Salisbury
35 and posted at some public place in the City of Salisbury in advance of the public
36 hearing and prior to a vote by the Council on the Resolution.

37 *[1959 Code, sec. 450. 1951, ch. 534, sec. 167][Amended 12-13-99 by Res. No. 687]*

38
39 **AND BE IT FURTHER RESOLVED** by the Salisbury City Council that the title of this
40 Resolution be deemed a fair summary of the amendments provided for herein for publication and
41 all other puposes;

42 **AND, BE IT FURTHER RESOLVED** by the Salisbury City Council that this Resolution
43 shall take effect fifty (50) days after the date of its final passage and that its provisions shall be
44 implemented on the ____ day of _____, 2013, subject to the right of petition to
45 referendum. The City Clerk, on behalf of the Mayor, is hereby directed to proceed with the
46 posting of this Resolution, and the publication of its fair summary, and the sending of
47 information concerning the charter amendments provided for herein to the Maryland Department
48 of Legislative Services pursuant to the requirements of § 4-304 of the Local Government Article
49 of the Annotated Code of Maryland.

50 The above Resolution was introduced, read and passed at the regular meeting of the City
51 Council of the City of Salisbury held on the ____ day of _____, 2013.

52
53 ATTEST:

54
55 _____
56 Kimberly R. Nichols, City Clerk

55 _____
56 Jacob R. Day, City Council President

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Publish:

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ORDINANCE NO. 2262

AN ORDINANCE OF THE CITY OF SALISBURY APPROVING A BUDGET ADMENDMENT OF THE FY14 GENERAL FUND TO APPROPRIATE FUNDS RECEIVED FROM THE SPEED CAMERA PROGRAM FOR THE PURCHASE OF A CELLEBRITE UFED TOUCH.

WHEREAS, the Cellebrite UFED Touch is a device that is used to perform forensic data extraction from cell phones, tablets, I Pads, GPS, and other electronic devices. Investigators have been able to obtain stored and deleted date files to include but not limited to: text messages, photographs, videos, and contact lists.

WHEREAS, the Police Department has insufficient funds in the Police Services Equipment Account, 21021-534302 to pay the vender, Cellebrite USA, Inc. in the amount of \$8,083.00

WHEREAS, there are Surplus funds available to cover the cost of the new cellebrite in the amount of \$8,083.00; and,

WHEREAS, this technology is critical for criminal investigations and in the past has greatly assisted investigators solve Part I criminal activity; and,

WHEREAS, SPD requests the surplus of the old and obsolete Cellebrite Unit to be traded for \$4,000.00 towards a credit for a new Cellebrite unit; and,

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SALISBURY, MARYLAND, THAT THE City's Fiscal Year 2014 General Fund Budget be amended as follows:

- 1) Increase Current Year Surplus (01000-469810) by \$8,083.00
- 2) Increase the Police Department budget (21021-534302) by \$8,083.00

BE IT FURTHER ORDAINED that this Ordinance shall take effect from and after the date of its final passage.

THIS ORDINANCE was introduced and read at a meeting of the Council of the City of Salisbury held on this 23rd day of September, 2013, and thereafter, a statement of the substance of the Ordinance having been published as required by law, was finally passed by the Council on the _____ day of _____, 2013.

ATTEST:

Kimberly R. Nichols, City Clerk

Jacob R. Day, City Council President

47 APPROVED BY ME THIS: _____ day of _____, 2013

48

49

50 _____
James Ireton Jr., Mayor

City of Salisbury



JAMES IRETON JR.
MAYOR

TOM STEVENSON
ACTING CITY ADMINISTRATOR



Maryland
699 W. SALISBURY PARKWAY
SALISBURY, MD 21801
TEL: 410-548-3165



BARBARA DUNCAN
CHIEF OF POLICE

September 16, 2013

TO: Tom Stevenson
Acting City Administrator

FROM: Major David Meienschein

SUBJECT: Ordinance – Requesting Surplus Speed Camera Funds for the purchase of eight (8) Glock Training Handguns & Simunitions.

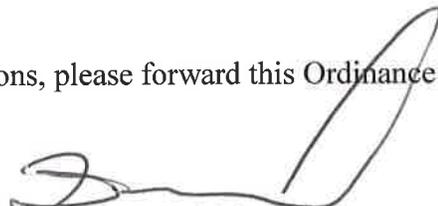
These Glock training handguns are only capable of firing low velocity simunitions. These training handguns have the general appearance of Glock handgun however, are engineered in such a way fire only simunitions.

Simunitions are further described as low velocity plastic casings containing a colored non-staining paint like substance. Simunitions are not considered ammunitions and only have enough power to “paint mark” the target to show a strike. Proper eye, throat, and groin protection is required to be worn during training as a precautionary measure.

Simunitions training is the most realistic and “real world” technology that law enforcement has available in order to prepare police officers for “active shooter” scenario’s that could be encountered. Simunitions gives the trainee and training instructor the ability to assess a trainee’s level of expertise and further identify training needs.

The cost eight (8) Glock training units are \$4,048.00. SPD requests that these funds be taken from Speed Camera-general Surplus, and be added to our small tools account, 21020-546009.

Unless you or the Mayor has further questions, please forward this Ordinance to the Salisbury City Council.


Major David Meienschein
Administrative Commander

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ORDINANCE NO. 2264

AN ORDINANCE OF THE CITY OF SALISBURY APPROVING A BUDGET ADMENDMENT OF THE FY13 GENERAL FUND TO APPROPRIATE FUNDS RECEIVED FROM THE SPEED CAMERA PROGRAM FOR PURCHASE OF EIGHT (8) GLOCK TRAINING HANDGUNS FOR SIMUNITIONS TRAINING.

WHEREAS, SPD is requesting the purchase of eight (8) Glock Simunitions Training Handguns in the amount of \$4048.00; and,

WHEREAS, described Glock training handguns are only capable of firing low velocity simunitions projectiles. These training handguns have the general appearance of Glock handgun however, are engineered in such a way fire only simunitions.

WHEREAS, simunitions are described as low velocity plastic casings containing a colored, non-staining, paint like substance. Simunitions are discharged at very low velocity and only have enough power to “paint mark” the target to show a strike. The strike does not have the power to penetrate the skin but may leave a slight red mark, welt, or bruise in some circumstances. Proper eye, throat, and groin protection is required to be worn during training as a precautionary measure.

WHEREAS, Simunitions training is the most realistic and “real world” technology that law enforcement has available in order to prepare police officers for “active shooter” scenario’s that could be encountered. Simunitions gives the trainee and training instructor the ability to assess a trainee’s level of expertise and further identify training needs.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SALISBURY, MARYLAND, that the City’s Fiscal Year 2014 General Fund Budget, Speed Camera sub-account be amended as follows:

- 1) Increase General Fund Revenue by \$4,048.00
- 2) Increase the Police Department budget by \$4,048.00

BE IT FURTHER ORDAINED that this Ordinance shall take effect from and after the date of its final passage.

THIS ORDINANCE was introduced and read at a meeting of the Council of the City of Salisbury held on this _____ day of _____, 2013, and thereafter, a statement of the substance of the Ordinance having been published as required by law, was finally passed by the Council on the _____ day of _____, 2013.

ATTEST:

Kimberly R. Nichols, City Clerk

Jacob R. Day, City Council President

47 APPROVED BY ME THIS: _____ day of _____, 2013

48

49

50 _____
James Ireton Jr., Mayor