

SALISBURY CITY COUNCIL
WORK SESSION
JUNE 20, 2011

Present

Council President Terry E. Cohen
Councilwoman Laura Mitchell

Council Vice President Deborah S. Campbell*
Councilwoman Eugenie P. Shields**
Councilman Timothy K. Spies

*left 3:35 p.m.

** left 4:15 p.m.

In Attendance

City Clerk Brenda Colegrove, City Administrator John Pick, Assistant City Administrator Loré Chambers, City Attorney Paul Wilber, Police Chief Barbara Duncan, Internal Services Director Pam Oland, Public Works Director Teresa Gardner, Dallas Baker, Dale Pusey

The City Council convened in a work session at 1:30 p.m. in Conference Room 306 of the Government Office Building. Council President Cohen announced that an additional item would be added for discussion – Medicare Prescription Drug Costs.

Continuing discussion on Council Rules of Order

Mrs. Mitchell disseminated her suggested changes to the Council Rules of Order (copy attached and made a part of these minutes).

By unanimous consent, the following changes were identified:

- Section 1 – Preamble
 - Last sentence in second paragraph to read: These Rules shall be construed to promote that policy and shall be in effect upon their adoption by a simple majority of the City Council present and voting until they are amended or new rules are adopted.
- Section 2 – Attendance and Participation at Council Meetings
 - Second sentence to read: If a Council member cannot attend a meeting of the City Council because of illness, vacation, business travel or other unavoidable circumstance, the City Clerk shall be advised of such absence and shall notify the entire Council.
 - Third sentence to read: Council members shall be physically present in legislative meetings in order to participate and/or vote.
 - Delete last sentence and replace with: Any Council member may participate in work session meetings via any appropriate and available electronic means, such as telephone or video conference, provided that no more than one Council member is exercising this option at one meeting and that no one Council member avails themselves of this option more than four (4) times a year.

- Section 4 – Agendas
 - Item E – Revise last sentence to read: Items shall be removed from the Consent Agenda at the request of any individual Council member.
- Section 6 – Conduct of Regular Meetings
 - Item B – Remove “and the Lord’s Prayer and the Pledge of Allegiance have been recited” from the first sentence.
 - Item B – insert “as described in 4.E” at the end of the last sentence.

Follow-up on towing ordinances

A copy of the fee structure as drafted by Mrs. Mitchell and a copy of changes proposed by Mr. Spies are attached and made a part of these minutes. After discussion of the fee schedule, there was unanimous consensus to use Ocean City’s fee structure, plus the addition of the abandoned vehicle fee as recommended by the Police Chief and Mr. Wilber’s suggestion of including snow emergency since it is identified in the Code. Ms. Cohen requested that Mr. Wilber redraft the ordinance with the changes as discussed and send to Council prior to the July 5 work session.

Waverly Drive Water Quality Storm Drain Inlets

Public Works Director Teresa Gardner, along with Dallas Baker, reviewed the information relative to the acceptance of the loan and loan forgiveness funds for the design and construction of water quality storm drain inlets (material provided to Council attached and made a part of these minutes).

Unanimous consensus was given to move forward with the Resolution pending receipt of more information on the funding mechanism.

Poplar Hill Pre-Release Unit Memorandum of Understanding

Public Works Director Teresa Gardner and Dallas Baker addressed the request to enter into a memorandum of understanding with the Department of Corrections, Poplar Hill Pre-Release Unit, for use of inmate work crews (information attached and made a part of these minutes).

Unanimous consensus was given to move forward.

Medicare Prescription Drug Costs

Internal Services Director Pam Oland advised the Council that, under the new Federal Healthcare Law, the City could no longer maintain the \$4,000 per member for retirees participating in the City’s Medicare plan on the prescription drug costs. A copy of Mrs. Oland’s June 20, 2011 E-mail addressing this issue is attached and made a part of these minutes. On the recommendation of Mrs. Oland, unanimous consensus was given to increase the premiums for the retirees by 20%.

Park and Flea Lease Agreement with Urban Salisbury

To be rescheduled

Ward Museum Construction Staging Area Lease Agreement

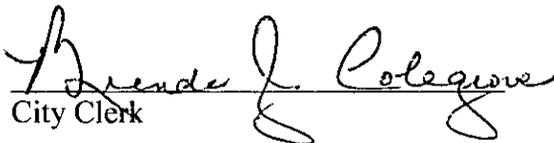
City Administrator John Pick presented the proposed lease between the City and the Ward Museum to lease a portion of the access road leading to the pedestrian bridge over the Schumaker Pond spillway in order to use the area as a staging area while the contractor replaces the roof on the Ward Museum. A copy of the draft lease is attached and made a part of these minutes.

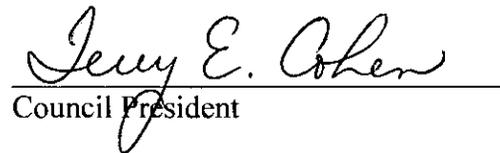
Unanimous consensus was given to move forward.

Briefing on annexation of parcels partially in the City

City Administrator John Pick provided an overview of their research in identifying properties as being partially in the City limits to determine if any of the parcels would qualify for annexation under the terms of SB350. A copy of Mr. Pick's June 15, 2011 memo, a copy of SB350 and the annexation analysis are attached and made a part of these minutes. Ms. Cohen disclosed that her property was listed on the analysis spreadsheet. Council requested that Administration query the list to determine if any of the parcels would be worthwhile in annexing and, if so, to notify Council.

The work session adjourned at 5:07 p.m.


City Clerk


Council President