

**CITY OF SALISBURY, MARYLAND**

**REGULAR MEETING**

**AUGUST 25, 2014**

**PUBLIC OFFICIALS PRESENT**

*Council President Jacob R. Day  
Mayor James Ireton, Jr.*

*Council Vice President Laura Mitchell  
Councilwoman Eugenie P. Shields*

*Councilman Timothy K. Spies*

**IN ATTENDANCE**

*City Clerk Kimberly R. Nichols, CMC, City Administrator M. Thomas Stevenson, Assistant City Administrator Terence Arrington, City Attorney Mark Tilghman, Internal Services Director Keith Cordrey, interested citizens and members of the press*

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**CITY INVOCATION – 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 and invited Rev. John Wright from Unitarian Universalist Fellowship to the podium to deliver the invocation. Thereafter, the Pledge of Allegiance was recited.*

**PRESENTATIONS**

- *Community Organization Presentation - Telamon Corporation, presented by State Director Jennifer Shahan and Operations Coordinator Rosa Rodriguez*

*Council was joined at the podium by Telamon Corporation State Director Jennifer Shahan and Operations Coordinator Rosa Rodriguez. Telamon, a nonprofit organization, is located at the One Stop Job Market in Salisbury and provides support to farmworkers and their families, children born into poverty, low-income and elderly residents, and youth who struggle with societal challenges.*

*Mses. Shahan and Rodriguez presented a PowerPoint presentation on the community assistance that Telamon provides and discussed the Letter of Support the City of Salisbury was providing (Resolution No. 2442 to be approved later in the agenda) for Telamon's grant application to the Maryland Housing Counseling Fund through the Division of Neighborhood Revitalization of the Department of Housing and Community Development.*

- Proclamation

*Mayor James Ireton, Jr. presented a proclamation to proclaim August 25, 2014 as "Gillis Gilkerson Day" to recognize the 30-plus years Gillis Gilkerson has been in the construction industry in Salisbury. Present to accept the proclamation were Founder, Chairman and CEO Palmer Gillis, President Dwight Miller and Vice President James "J.B." Barnes.*

### ADOPTION OF LEGISLATIVE AGENDA

*Mrs. Shields moved, Mrs. Mitchell seconded, and the vote was unanimous (4-0) to approve the Legislative Agenda.*

### CONSENT AGENDA – presented by City Clerk Kim Nichols

*The Consent Agenda was unanimously approved on a 4-0 vote in favor on a motion and seconded by Mrs. Shields and Mrs. Mitchell, respectively:*

- *August 4, 2014 work session minutes*
- *August 4, 2014 special meeting minutes*
- *Resolution No. 2435 - approving the reappointment of Brenden D. Frederick to the Historic District Commission for the term ending 8/31/2017*
- *Resolution No. 2436 - approving the appointment of Dr. Joseph Howard to the Salisbury Bicycle-Pedestrian Advisory Committee for term ending 8/31/2017*
- *Resolution No. 2437 - approving the appointment of Julie R. Skweres to the Salisbury Bicycle-Pedestrian Advisory Committee for term ending 8/31/2017*
- *Resolution No. 2438 – accepting a donation of a truck from the Salisbury Zoo Commission for the Salisbury Zoological Park*
- *Resolution No. 2439 - authorizing the Chief of Police to enter into a memorandum of understanding and an agreement with Allied Federal, State, County, Local, and Special Jurisdiction Law Enforcement Agencies in the National Capital Region Law Enforcement Information Exchange (NCR LINX) for the purpose of warehousing intelligence information to be used by all participating agencies in the interest of public safety*
- *Resolution No. 2440 - authorizing the Chief of Police to enter into a reimbursement agreement between the City of Salisbury Police Department and the Maryland State Police (MSP) Grants Management Section to manage allocated funding for equipment and supplies for the Eastern Shore Information Center (ESIC)*
- *Resolution No. 2441 – accepting grant funding from the Governor's Office of Crime Control and Prevention (GOCCP) under the "Stop Gun Violence Reduction Grant – Cease Fire Council" program which is specifically intended to reduce gun related crimes and target wanted offenders in the City of Salisbury*

- *Resolution No. 2442 – to support Telamon Corporation’s (a private non-private 501 ©(3)) grant application to the Maryland Housing Counseling Fund through the Division of Neighborhood Revitalization of the Department of Housing and Community Development*

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

*The Award of Bids, consisting of the following items, was unanimously approved on a 4-0 vote on a motion by Mrs. Mitchell that was seconded by Mrs. Shields:*

- *Declaration of Surplus – Salisbury Police Department – Duty Weapon for Colonel Ivan Barkley – \$0.00*
- *Declaration of Surplus – Salisbury Police Department – Bicycles - \$0.00*
- *Declaration of Surplus – Salisbury Fire Department – Marine 2 (18’ boat) - \$0.00*

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

- *Ordinance No. 2299 – 2<sup>nd</sup> reading – to authorize and empower City of Salisbury (the “city”) to issue and sell from time to time, General Obligation Bonds in one or more series in an aggregate principal amount not to exceed Four Million Two Hundred Thousand Dollars (\$4,200,000.00) to allow for the possibility of proposals for the facility renovation for fire station #2 when received exceed current project/costs of issuance estimates and appropriation*

*On a motion and seconded by Mrs. Shields and Mrs. Mitchell, respectively, Ordinance No. 2299 was unanimously approved for second reading.*

- *Ordinance No. 2300 – 2<sup>nd</sup> reading - to authorize and empower City of Salisbury to issue and sell from time to time, General Obligation Bonds in one or more series in an aggregate principal amount not to exceed Two Million Eight Hundred Thousand Dollars (\$2,800,000.00) (the “Original refunding bonds”), the proceeds of the sale thereof to be used and applied for the public purpose of refunding the 2004A bond issued to CDA*

*On a motion and seconded by Mrs. Shields and Mrs. Mitchell, respectively, Ordinance No. 2300 was unanimously approved for second reading.*

**PUBLIC COMMENTS**

*There were no comments received from the public, but Fire Chief Rick Hoppes announced that the Salisbury Fire Department was formed on August 25, 1872. Today was their 142<sup>nd</sup> Anniversary.*

**ADJOURNMENT**

President Day announced that Council would convene in Closed Session at 7:15 p.m. this evening to interview the final candidate for the Council vacancy, and thereafter adjourned the Legislative Session at 6:40 p.m.

CITY OF SALISBURY, MARYLAND  
CLOSED SESSION  
AUGUST 18, 2014

*TIME & PLACE:* 5:42 p.m., Government Office Building – Room 301 Council Chambers  
*PURPOSE:* To consider the acquisition of real property for a public purpose and matters directly related thereto  
*VOTE TO CLOSE:* Unanimous (4-0)  
*PRESENT:* Council President Jacob R. Day, Council Vice President Laura Mitchell, Councilwoman Eugenie P. Shields, Councilman Timothy K. Spies, City Clerk Kimberly R. Nichols, City Administrator Tom Stevenson, Assistant City Administrator Terence Arrington, Associate City Attorney Pete Golba  
*NOT PRESENT:* Mayor James Ireton, Jr.

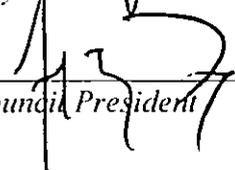
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The City Council convened in Work Session in Council Chambers, Room #301 of the Government Office Building at 1:32 p.m.

Mrs. Shields moved, Mr. Spies seconded and the vote was unanimous (4-0) to convene in Closed Session in accordance with the Annotated Code of Maryland § 10-508(a)(3). The Closed Session began at 5:42 p.m.

While in Closed Session Council discussed a pending contract negotiation over a piece of property, and directed Counsel to share Council's perspective on the agreement and to finalize the contract.

Mrs. Shields moved, Mrs. Mitchell seconded, and by unanimous vote in favor, President Day adjourned the Closed Session at 6:00 p.m. Council reconvened in Open Session and President Day provided the statement to the Public, and thereafter adjourned the Open Session.

  
\_\_\_\_\_  
City Clerk  
  
\_\_\_\_\_  
Council President

# City of Salisbury



MARYLAND

JAMES IRETON, JR.  
MAYOR

M. THOMAS STEVENSON, JR.  
CITY ADMINISTRATOR

TERENCE ARRINGTON  
ASSISTANT CITY ADMINISTRATOR

Salisbury



2010

125 NORTH DIVISION STREET  
SALISBURY, MARYLAND 21801  
Tel: 410-548-3190 Procurement  
Fax: 410-548-3192 Procurement

KEITH A. CORDREY  
DIRECTOR OF INTERNAL SERVICES

JENNIFER MILLER  
ASST. DIRECTOR OF INTERNAL  
SERVICES

## Council Agenda – Award of Bids August 25, 2014

- |   |         |
|---|---------|
| 1. Request for Declaration of Surplus<br>Salisbury Police Dept - Duty Weapon for Colonel Ivan Barkley | \$ 0.00 |
| 2. Request for Declaration of Surplus<br>Salisbury Police Dept – Bicycles                             | \$ 0.00 |
| 3. Request for Declaration of Surplus<br>Salisbury Fire Department – Marine 2 (18' boat)              | \$ 0.00 |

# City of Salisbury



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KEITH A. CORDREY  
DIRECTOR OF INTERNAL SERVICES

JENNIFER MILLER  
ASST. DIRECTOR OF INTERNAL  
SERVICES

## Council Agenda

August 25, 2014

TO: Mayor and City Council

RE: Declaration of Surplus – Glock, Automatic Pistol Model 30  
Salisbury Police Department

The City of Salisbury Internal Services Department – Procurement Division received a request from the Salisbury Police Department to declare the following handgun surplus:

Department	Make	Model	Serial #
Salisbury Police Dept.	Glock	Automatic Pistol, Model 30	EW1978

Upon declaration of surplus, and as approved by the Council, the aforementioned handgun will be given to retired police officer, Colonel Ivan Barkley. Additional details are noted in the department memo.

Thank you,

Jennifer Miller  
Assistant Director of Internal Services – Procurement and Parking

# 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

July 28, 2014

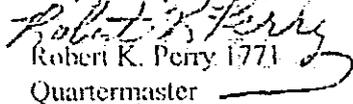
TO: Jennifer Miller  
Assistant Director Internal Services - Procurement

FROM: Robert K. Perry  
Quartermaster Salisbury Police Department

SUBJECT: INVENTORY (WEAPONS)

The Salisbury Police Department has a history of giving retired Police Officers their duty weapon as a retirement gift. With Chief Duncan's approval, I am requesting the Salisbury City Council declare as surplus, one Glock, Automatic Pistol Model 30, with a serial number of EWT978. This weapon will be given to Colonel Ivan E. Barkley. Colonel Ivan Barkley retired from the Salisbury Police Department on June 30, 2014.

Respectfully Submitted,

  
Robert K. Perry (771)  
Quartermaster

Salisbury Police Department

# 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

July 24, 2014

**TO:** Chief B. Duncan  
**FROM:** Robert K. Perry  
**SUBJECT:** SURPLUS WEAPON

The Salisbury Police Department has a history of giving retiring Police Officers their duty weapon as a retirement gift. Therefore, I request permission to send the appropriate paperwork to the Purchasing Agent to declare, as surplus, one weapon for Colonel Ivan E. Barkley, who retired from the Salisbury Police Department June 30, 2014. The weapon is a Glock, Auto Pistol 45 Caliber Model 30, with a serial number of EWT978.

Respectfully Submitted,

*Robert K. Perry*  
Robert K. Perry 1771  
Quartermaster

Distribution:  
Chief's Office  
Major Meienstein

*Chief B. Duncan*  
Approved 7/25/14

# City of Salisbury



MARYLAND

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MAYOR

M. THOMAS STEVENSON, JR.  
CITY ADMINISTRATOR

TERENCE ARRINGTON  
ASSISTANT CITY ADMINISTRATOR

Salisbury



125 NORTH DIVISION STREET  
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KEITH A. CORDREY  
DIRECTOR OF INTERNAL SERVICES

JENNIFER MILLER  
ASST. DIRECTOR OF INTERNAL  
SERVICES

## Council Agenda

August 25, 2014

TO: Mayor and City Council  
RE: Declaration of Surplus – Bicycles  
Salisbury Police Department

The City of Salisbury Internal Services Department – Procurement Division received a request from the Salisbury Police Department to declare 60 bicycles surplus. All items were found, forfeited or unclaimed, and attempts to return items to known owners have been unsuccessful. It is the request of the Salisbury PD that items are either sold at auction or donated locally. A detailed list of the items is included.

The Procurement Division requests Council's approval to declare the noted items "surplus" and to allow the Salisbury PD to dispose of them as requested.

Sincerely,

Jennifer Miller  
Asst. Director of Internal Services – Procurement and Parking

# City of Salisbury



JAMES IRETON JR.  
MAYOR  
TOM STEVENSON  
CITY ADMINISTRATOR



Maryland  
699 W. SALISBURY PARKWAY  
SALISBURY, MD 21801  
TEL: 410-548-3163



BARBARA DUNCAN  
CHIEF OF POLICE

August 13, 2014

To: Jennifer Miller  
From: Major David Meienschein  
Subject: Recommendation for Surplus of Bicycles

I am requesting that the attached list of bicycles be deemed surplus. These bicycles will be sold through Property Room. Com and/ or will be donated locally.

Respectfully,

A handwritten signature in cursive script, appearing to read "David Meienschein".

David Meienschein  
Administrative Commander

Police Department

Salisbury, Maryland

MEMORANDUM 137-14

August 12, 2014

To: Major D. Meienschein  
Sgt. J. Felts  
Purchasing Department

From: Teresa Tyndall  
Property Custodian

Subject: Auction of Unclaimed Property

Attached is a copy of the 60 bicycles, from the Salisbury Police Department's Property Vault which were found, forfeited or unclaimed. These items will be sold, with your approval, at the Property Room.Com Auction. All known owners of this property have been contacted either by mail or by phone and have made no attempt to claim this property.

Please review the list and advise if you have any questions.

Distribution

Chief of Police  
Administrative Commander  
Administrative Sergeant  
CALEA: 84.1.7

## SURPLUSED BICYCLES FORPROPERTYROOMS.COM

1

Property Number	Brand Name	Model	Description	Serial Number
2014-856	HUFFY	RSS	WOMEN'S,LIGHT BLUE	AL12H084605
2014-8362	HUFFY		GOLD	SNHTC12M11156
2014-9768			SPRAY PAINTED,BLK/GRN, MISSING SEAT	
2014-10293 *	MINTCRAFT		WOMEN'S,BEACH CRUISER	GS120305649
2014-10409	NEXT		MEN'S,MOUNTAIN,RED/SILVER	LWJ0022867
2014-10409	ROADMASTER	GROUND ASSAULT	BLACK	
2014-12506	AVICO	DUAL SUSPENSION	RED, 28 SPEED	G121201494
2014-12642	MONGOOSE		MEN'S,MOUNTAIN, RED	SNFSD12J14795
2014-14402 10F2	ROADMASTER	MT SPORT	PURPLE, 18 SPEED	GK51364031
2014-14402 20F2			BMX,BLACK;W/ZUMEZ STICKERS	SD13A0007159
2014-15716 10F2	SCHWINN		WHITE	SNH3J10E40605
2014-15716 20F2	MONGOOSE		BMX,BLACK	ZPW4H01143
2014-19316	MONGOOSE		BLUE	SNFSD13D16060
2014-19423	NEXT			LWJF000870
2014-19855	HUFFY		BEACH CRUISER,26",SEAFOAM GREEN	SNHBC11C27107
2014-20394	HUFFY		MOUNTAIN,BLACK	
2014-20863	MONGOOSE		BLUE & SILVER	
2014-20937	HUFFY	TRAILRUNNER	PURPLE	AC12C072546
2014-21436 10F2	MONGOOSE		SILVER	SNF5013HX7702
2014-21436 20F2	RALEIGH		PURPLE	U30K31444U
2014-22140	FUJI	MONTERAY	BLACK	SA201669
2014-22222 10F2	NEXT		MOUNTAIN, RED	LWLH124850
2014-22222 20F2			MOUNTAIN,BLACK SPRAY PAINTED	
2014-22589	MIAMI SUN		ADULT-TRICYCLE,SILVER	GM06077034
2014-24357			BMX,GOLD	
2014-24478	MONGOOSE		MOUNTAIN	SNFSD13AK0530
2014-24758	ROAD HOPPER	SPECIALIZED	DARK BLUE	P0423818
2014-24775 10F2	SCHWINN		MOUNTAIN, GREEN	ISCOF07475
2014-24775 20F2	MURRAY		MOUNTAIN, BLUE	GK51329527
2014-25335 10F2	TIMBERWOLF	BIANCHI	GRAY	LY56A46533
2014-25335 20F2	MONGOOSE		BLUE	SNFSD13H3663
2014-25535	F.S. ELITE	KENSINGTON	TEAL	S000D0FF850
2014-25773	HUFFY	PANAMA JACK	WOMEN'S, 26",LIME GREEN,WHITE	SNHIC14A15195

8/12/2014 2:38 PM



# City of Salisbury



MARYLAND

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## Council Agenda

August 25, 2014

TO: Mayor and City Council

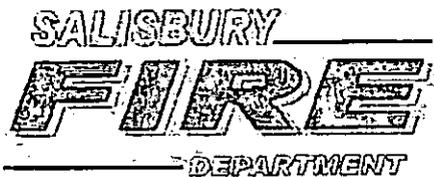
RE: Declaration of Surplus -- Marine 2  
Salisbury Fire Department

The City of Salisbury Internal Services Department – Procurement Division received a request from the Salisbury Fire Department to declare Marine 2 as surplus. The boat, an 18' Achilles Inflatable boat, provides marine firefighting capabilities to the City of Salisbury Fire District. After a recent Fire Department exercise, the boat was taken to Maritime Solutions because a leak was discovered within a major seam. The City's insurance provider, Local Government Insurance Trust (LGIT), sent a qualified appraiser to assess the boat and make a recommendation as to its repair. It was concluded that repair cost would be close to the value of the boat, and as such LGIT determined that Marine 2 was a total loss. Since the boat is currently located at Maritime Solutions, the Salisbury Fire Department recommends that the boat be turned over to Maritime Solutions as salvage, which relieves the City of additional towing and storage charges. As part of our insurance coverage, LGIT will pay for the replacement costs for a comparable boat.

The Procurement Division requests Council's approval to declare the noted items "surplus" and to allow the Salisbury Fire Department to dispose of it as requested.

Sincerely,

Jennifer Miller  
Asst. Director of Internal Services -- Procurement and Parking



*From the  
Office of the  
Chief*

Date: August 12, 2014

To: Jennifer Miller, Assistant Director of Internal Services Parking & Procurement

From: Richard A. Hoppes, Fire Chief

Subject: Surplus of Marine 2

On May 4, 2014, members of the Fire Department conducted a training exercise consisting of marine and sub-surface rescue operations at Johnson's Lake utilizing Marine 2. Functioning as one of the Department's portable watercrafts, Marine 2 is an 18 ft. Achilles Inflatable boat. As the crews returned to Fire Station #16 and began cleaning equipment, a leak was discovered on the starboard side of Marine 2 along a major seam. A Local Government Insurance Trust (LGIT) report was completed and Marine 2 was taken to Maritime Solutions; an Achilles authorized dealer in Annapolis for an estimate for repairs. While at Maritime Solutions, LGIT sent an appraiser to inspect the damage to Marine 2 and discovered that the total for repairs would be close to the value of the boat. Because of this, LGIT ruled that Marine 2 was a total loss and has agreed to pay for the replacement costs for a comparable marine unit, to include the boat only. If Marine 2 is approved as surplus, the Department has two (2) options for disposal of the unit:

- Option #1 - Maritime Solutions has agreed to waive the towing and storage charges if the City will allow them to keep the vessel as salvage. Trailer, motor and other accessories will be returned to the Department.
- Option #2 - The Department can retain the unit as salvage and be responsible to pay for the towing and storage charges.

Based on the current situation and options, the Fire Department recommends the City select Option #1 and allow Maritime Solutions to keep the vessel (to include the boat only) as salvage.

The City of Salisbury Fire Department has had marine firefighting capabilities since 1941 and with the proper equipment will continue to provide fire and rescue protection including the delivery of marine surface operations for the City of Salisbury Fire District. Therefore, the Fire Department is requesting that Marine 2, to include the boat only, be deemed surplus and approve for the proper disposal of the unit.

**This is a Department Specific Communication Intended for Internal Use Only  
Unauthorized Use is Strictly Prohibited**