

CITY OF SALISBURY, MARYLAND

REGULAR MEETING

JUNE 8, 2015

PUBLIC OFFICIALS PRESENT

*Council President Jacob R. Day
Councilwoman Eugenie P. Shields*

*Vice President Laura Mitchell
Councilman John "Jack" R. Heath
Councilman Timothy K. Spies*

PUBLIC OFFICIALS NOT PRESENT

Mayor James Ireton, Jr.

IN ATTENDANCE

City Clerk Kimberly R. Nichols, CMC, City Administrator Tom Stevenson, Assistant City Administrator Julia Glanz, Internal Services Director Keith Cordrey, Police Chief Barbara Duncan, Building, Neighborhood Services and Code Compliance Director Susan Phillips, Permits and Inspections Director William Holland, Salisbury – Wicomico Youth Civics Council Program Coordinator Theo Williams, interested citizens and members of the press

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 asked that Colonel Bob Cook and Mr. Jan Wiseman be remembered in prayer, as both were very ill. Following the City Invocation provided by Pastor Andrew Thompson of Remedy Church, those in attendance recited the Pledge of Allegiance to the flag of the United States of America.

PRESENTATIONS – presented by Local Government Insurance Trust (LGIT)

LGIT Executive Director Tim Ailsworth and Board of Trustees Chair "Sonny" Bloxom joined Council at the podium. LGIT, a non-profit insurance cooperative, was formed in 1987 by the Maryland Association of Counties (MACo) and the Maryland Municipal League (MML) in answer to difficulties towns, cities and counties faced in securing affordable insurance. LGIT provides joint self-insurance programs or pools for towns, cities and counties in Maryland, and currently has 18 counties and 142 municipalities in their membership receiving coverage on primary and excess liability, auto, environmental, property, and boiler and machinery.

Chair Bloxom and Executive Director Ailsworth presented a grant for \$2,400.00 to Police Chief Barbara Duncan for the purchase of body cameras.

Messrs. Bloxom and Ailsworth also presented a plaque to the City of Salisbury for having a Risk Management Safety Committee for twenty years and having an excellent and effective Risk Management Program from March 1995 to March 2015. Salisbury has the longest serving Risk

Management committee in the State of Maryland.

President Day recognized the City leadership in place twenty years ago for understanding the importance of safety, and commended the current City staff for making the program possible. He also thanked LGIT for protecting the investments of the Salisbury taxpayers.

ADOPTION OF LEGISLATIVE AGENDA

Mrs. Shields moved, Mr. Spies seconded, and the vote was unanimous to approve the legislative agenda as presented.

CONSENT AGENDA – presented by City Clerk Kim Nichols

The Consent Agenda was unanimously approved on a motion and seconded by Mr. Spies and Mr. Heath, respectively:

- *April 20, 2015 closed session minutes*
- *May 4, 2015 work session minutes*
- *Resolution No. 2510 – accepting grant funds from the Local Government Insurance Trust in the amount of \$2,400.00 to purchase body worn cameras for the Police Department. The City will be required to match the grant award in the amount of \$2,400.00. The combined funds will enable the Police Department to purchase approximately six cameras*
- *Resolution No. 2511 – declaring that United Parcel Service is eligible to receive Enterprise Zone benefits for property located at 2236 Northwood Drive*
- *Resolution No. 2512 – to waive the Demolition Permit fee for the former Daily Times building located at 145 East Carroll Street*

FY16 BUDGET PUBLIC HEARING /ORDINANCE NO. 2332 – 2nd reading – appropriating the necessary funds for the operation of the Government and Administration of the City of Salisbury, Maryland for the period July 1, 2015 to June 30, 2016, establishing the levy for the General Fund for the same fiscal period and establishing the appropriation for the Water and Sewer, Parking Authority, City Marina, and Storm Water funds

Mr. Spies moved and Mrs. Shields seconded to approve Ordinance No. 2332 for second reading.

City Attorney Tilghman presented Ordinance No. 2332 for second reading.

Mr. Day reported the budget represents everything Council discussed at the beginning of the process as their priorities, thanked Internal Services Director Keith Cordrey and Administration for their hard work, and reported taxes were kept at the current rate.

Mr. Day opened the Public Hearing at 6:16 p.m. and immediately closed the hearing, as there were no speakers.

Ordinance No. 2332 for second reading was unanimously passed.

ORDINANCES – presented by City Attorney Mark Tilghman

- **Ordinance No. 2333** – 2nd reading - to amend water and sewer rates to decrease sewer only rates and making said changes effective for all bills dated October 1, 2015 and thereafter unless and until subsequently revised or changed

Mrs. Mitchell moved, Mr. Heath seconded, and the vote was unanimous to approve Ordinance No. 2333 for second reading.

- **Ordinance No. 2334** – 2nd reading - approving a budget amendment of the FY15 General Fund budget to appropriate the funds received from the recovery and recycling of brass shell casings at the Salisbury Police Range to purchase service weapons

On a motion and seconded by Mr. Spies and Mrs. Shields, respectively, and by unanimous vote in favor, Ordinance No. 2334 was passed for second reading.

- **Ordinance No. 2335** – 2nd reading - approving an amendment of the FY15 General Fund budget to appropriate funding for purchase of property at tax sale as part of a community development initiative

Mrs. Shields moved, Mrs. Mitchell seconded, and the vote was unanimous to approve Ordinance No. 2335 for second reading.

- **Ordinance No. 2336** – 2nd reading - to establish a fee schedule to obtain a permit to operate a Bed and Breakfast Inn

On a motion and seconded by Mrs. Mitchell and Mrs. Shields, respectively, and by unanimous vote in favor, Ordinance No. 2336 was passed for second reading.

- **Ordinance No. 2337** – 1st reading - to establish and delineate a flood plain district within the City of Salisbury, to provide for the issuance of permits, and to impose certain regulations on construction and land development within the District

Mr. Spies moved, Mr. Heath seconded, and the vote was unanimous to approve Ordinance No. 2337 for second reading.

ADJOURNMENT

There being no requests for public comments, Council President Day adjourned the Legislative Session at 6:32 p.m.

CITY OF SALISBURY, MARYLAND
CLOSED SESSION
MAY 26, 2015

TIME & PLACE: 6:50 p.m., Government Office Building – Council Chambers, Room 301

PURPOSE: Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process

VOTE TO CLOSE: Unanimous (5-0)

CITATION: Annotated Code of Maryland §10-508(a)(14)

PRESENT: Council President Jacob R. Day, Council Vice President Laura Mitchell, Councilwoman Eugenie P. Shields, Councilman John “Jack” R. Heath, Councilman Timothy K. Spies, Internal Services Deputy Director – Procurement and Parking Jennifer Miller, City Clerk Kimberly R. Nichols, Assistant City Administrator Julia Glanz, City Attorney Mark Tilghman

NOT PRESENT: Mayor James Ireton, Jr.

The City Council convened in Legislative Session in Council Chambers (Room #301) of the Government Office Building at 6:04 p.m. Upon the conclusion of the legislative agenda, Mr. Spies moved, Mrs. Shields seconded, and the vote was unanimous to convene in Closed Session to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process in accordance with the Annotated Code of Maryland §10-508(a)(14).

Council discussed the parameters of an Early Negotiating Period (E.N.P.) award to a developer for City owned property (Lots 1 and 11) with Internal Services Deputy Director – Procurement and Parking Jennifer Miller.

At 7:10 p.m., on a motion and seconded by Mr. Spies and Mrs. Mitchell, respectively, and by unanimous vote in favor (5-0), the Closed Session was adjourned and Council reconvened in Legislative Session. President Day reported that while in Closed Session Council had authorized Mayor Ireton to enter into an E.N.P. with a developer for City owned Lots 1 and 11.

With no further business to discuss, the meeting thereafter adjourned.

CITY OF SALISBURY, MARYLAND
CLOSED SESSION
JUNE 1, 2015

TIME & PLACE: 6:15 p.m., Government Office Building – Council Chambers, Room 301

PURPOSE: Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process

VOTE TO CLOSE: Unanimous (4 - 0)

CITATION: Annotated Code of Maryland §10-508(a)(14)

PRESENT: Council President Jacob R. Day, Mayor James Ireton, Jr., Vice President Laura Mitchell, Councilwoman Eugenie P. Shields, Councilman Timothy K. Spies, City Clerk Kim Nichols, City Administrator Tom Stevenson, Assistant City Administrator Julia Glanz, Internal Services Director Keith Cordrey, PAC 14 Executive Director Creig Twilley, City Attorney Mark Tilghman, Attorney Dan Cohen, and CBG President Tom Robinson

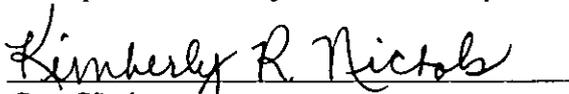
NOT PRESENT: Councilman John "Jack" R. Heath

The City Council convened in Work Session in Council Chambers (Room #301) of the Government Office Building at 4:37 p.m. Upon the conclusion of the Work Session agenda at 6:13 p.m., Mr. Spies moved, Mrs. Shields seconded, and the vote was unanimous (4 – 0) to convene in Closed Session to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process in accordance with the Annotated Code of Maryland §10-508(a)(14).

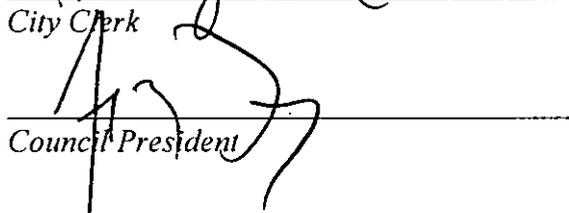
Council discussed the Comcast Cable Franchise Agreement negotiations with Attorney Dan Cohen, CBG Consulting President Tom Robinson and PAC 14 Executive Director Creig Twilley.

At 7:24 p.m., on a motion and seconded by Mrs. Shields and Mr. Spies, respectively, and by unanimous vote in favor (4 – 0) the Closed Session was adjourned. Council reconvened in Open Session and Mr. Day reported that while in Closed Session Council had discussed the nearly completed Comcast Cable Franchise Agreement with the consultants and PAC 14 leadership.

The Open Session adjourned at 7:27 p.m.



City Clerk



Council President