

CITY OF SALISBURY, MARYLAND

REGULAR MEETING

MARCH 14, 2016

PUBLIC OFFICIALS PRESENT

*Council President John "Jack" R. Heath
Council Vice-President Laura Mitchell
Councilman Muir Boda*

*Mayor Jacob R. Day
Councilwoman April Jackson
Councilman James Ireton, Jr.*

IN ATTENDANCE

City Clerk Kimberly R. Nichols, CMC, City Administrator Tom Stevenson, Assistant City Administrator Julia Glanz, City Attorney Mark Tilghman, Assistant Director Internal Services – Procurement & Parking Jennifer L. Miller, Public Works Director Mike Moulds, Fire Chief Rick Hoppes, 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 Heath called the meeting to order. Following the City Invocation provided by Pastor David Hudson of Living Stones Church, those in attendance recited the Pledge of Allegiance.

COMMUNITY ORGANIZATION PRESENTATION

Telamon – Housing and Financial Literacy –presented by Operations Coordinator Rosa Rodriquez and Case Manager Fritz Jeudy

President Heath invited Operations Coordinator Rosa Rodriquez and Case Manager Fritz Jeudy to the podium to discuss Telamon- Housing and Financial Literacy. Ms. Rodriquez and Mr. Jeudy shared the services provided by Telamon which include education services, job training, support, and services suited to the individual's career goals such as assistance with finding a job, assessment of skills and interests, career counseling, classroom training, counseling, customized training programs, emergency services, emergency housing assistance, English as a Second Language (ESL), job training and placements, local job market information, occupational credentials, on the job training, pesticide safety training, pre-employment training, remedial education and GED preparation, skill upgrades, supportive services, and work experience. The program's funding is provided by the US Department of Labor.

ADOPTION OF LEGISLATIVE AGENDA

Mr. Boda moved and Mrs. Mitchell seconded to approve the legislative agenda.

Mr. Boda moved to amend the legislative agenda by striking Resolution No. 2603 – authorizing a MOU with the Department of Justice Office on Violence Against Women, from the agenda as it was already approved on February 22, 2016. Mrs. Mitchell seconded, and the motion was

unanimously approved.

Mrs. Mitchell moved to further amend the agenda by removing Resolution No. 2605 - approving the appointment of Matthew Auchey to the Ethics Commission for the term ending February 2020 from the Consent Agenda to be placed immediately after the Consent Agenda. Ms. Jackson seconded, and the motion was unanimously approved.

The amended Legislative Agenda was unanimously approved.

CONSENT AGENDA – presented by City Clerk Kim Nichols

The amended Consent Agenda was unanimously approved on a motion and seconded by Mrs. Mitchell and Ms. Jackson, respectively:

- *February 1, 2016 Closed Session minutes*
- *February 1, 2016 Work Session minutes*
- *February 16, 2016 Special Meeting minutes*
- *February 16, 2016 Work Session minutes*
- *February 22, 2016 Regular Meeting minutes*
- *March 7, 2016 Work Session minutes*
- ***Resolution No. 2600** – approving and adopting the stated objectives of the twenty (2015-2035) year Envision Salisbury Master Plan*
- ***Resolution No. 2601** – approving and adopting the stated recommendations of the 2016 Salisbury Zoo Master Plan*
- ***Resolution No. 2602** – authorizing the Capacity Fee of the City's Comprehensive Connection Charge be waived for a development known as Riverview Commons, located at 150 West Market Street*
- ***Resolution No. 2604** – approving the appointment of Charles Ryan Weitzel to the Sustainability Advisory Committee - GREEN TEAM for the term ending December 2019*
- ***Resolution No. 2606** – Appointing Jeremy Kirkendall to the Bicycle Pedestrian Advisory Committee*
- ***Manufacturers Exemption Request - K&L Microwave, Inc.***

RESOLUTION NO. 2605 – approving the appointment of Matthew Auchey to the Ethics Commission

Ms. Jackson moved and Mrs. Mitchell seconded to approve Resolution No. 2605.

Mrs. Mitchell moved, Mr. Boda seconded, and the vote was unanimous to strike "Ethics" on Line 4 and insert "Historic District."

Resolution No. 2605, as amended, was unanimously approved.

AWARD OF BIDS – presented by Assistant Director of Internal Services – Procurement & Parking
Jennifer L. Miller

The Award of Bids, consisting of the following items, was unanimously approved on a motion by Mrs. Mitchell that was seconded by Mr. Boda:

- | | |
|--|--------------|
| • Change Order #1, Contract RFP 110-15, Riverwalk Repairs- Phase 2 | \$260,672.00 |
| • Change Order #1, Contract A-22-16, Citywide Milling and Paving | \$260,000.00 |
| • Declaration of Surplus, City-owned real property | \$ 0.00 |
| • Declaration of Surplus, Port of Salisbury Marina | \$ 0.00 |

ORDINANCES – presented by City Attorney Mark Tilghman

- **Ordinance No. 2374** – 2nd reading - approving a budget amendment of the FY16 Fire Department Budget to transfer insurance funds received by the City to the Fire Department Operating Budget from the General Fund for revenue received for repairs performed on Engine 16-1

Mr. Boda moved, Mrs. Mitchell seconded, and the vote was unanimous to approve Ordinance No. 2374 for second reading.

- **Ordinance No. 2375** – 2nd reading - approving a budget amendment of the FY16 Fire Department Budget to transfer funds from the City to the Fire Department Operating Budget from the General Fund

Mrs. Mitchell moved, Ms. Jackson seconded, and the vote was unanimous to approve Ordinance No. 2375 for second reading.

- **Ordinance No. 2376** – 2nd reading - approving an amendment of the FY Budget to appropriate funds for traffic equipment repairs and maintenance

Mr. Boda moved, Mrs. Mitchell seconded, and the vote was unanimous to approve Ordinance No. 2376 for second reading.

- **Ordinance No. 2377** – 2nd reading - approving an amendment to the schedule of maximum towing and storage fees

Mrs. Mitchell moved, Ms. Jackson seconded, and the vote was unanimous to approve Ordinance No. 2377 for second reading.

- **Ordinance No. 2378** – 2nd reading - to amend Chapter 15.24.1620 Determination of Functional Family of the Salisbury City Code to amend the requirements of Functional Family

Ms. Jackson moved, Mr. Boda seconded, and the vote was unanimous to approve Ordinance No. 2378 for second reading.

- **Ordinance No. 2379** – 2nd reading - to amend Chapter 17.04.120 Zoning definitions of the Salisbury City Code to amend the requirements of Functional Family

Mr. Boda moved, Mrs. Mitchell seconded, and the vote was unanimous to approve Ordinance No. 2379 for second reading.

PUBLIC COMMENTS

One member of the public provided the following comments:

- *Speaker received a notice in the mail last Fall from Hagerstown, MD stating he owed the City of Salisbury for a criminal traffic act of driving 37 miles per hour on East Main Street, which is supposedly a school zone*
- *Speaker visited the Mayor's Office and tried to find out when the area was officially zoned as a school zone and documentation of the City's compliance with MD Section 21, Sub-section 809 regarding street signage*
- *Speaker was informed to contact the City Attorney*
- *Speaker opined the City's signage was not in compliance*
- *If a person is driving into Salisbury on Rt. 50, and drives South on Davis Street, and left on East Main Street, the only speed limit sign they will pass is a 35 mile per hour sign (not a 25 mile per hour regulatory sign) from that point East of the intersection*
- *Speaker had subpoenas for City Administrator and Police Chief for Circuit Court case*

ADJOURNMENT

Council President Heath adjourned the Legislative Session at 6:47 p.m. upon a motion and second by Mrs. Mitchell and Mr. Boda, respectively, and by unanimous vote in favor.

CITY OF SALISBURY, MARYLAND
CLOSED SESSION
MARCH 7, 2016

TIME & PLACE: 4:30 p.m., Government Office Building – Room 301
PURPOSE: To discuss the appointment, employment, assignment, promotion, demotion, discipline, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals
VOTE TO CLOSE: Unanimous (4-0)
CITATION: Annotated Code of Maryland §10-508(a)(1)
PRESENT: Council President John “Jack” R. Heath, Mayor Jacob R. Day, Council Vice-President Laura Mitchell, Councilman Muir Boda, Councilman James Ireton, Jr., Assistant City Administrator Julia Glanz, Internal Services Director Keith Cordrey, H/R Manager Jeanne Loyd, City Attorney Mark Tilghman, and City Clerk Kimberly R. Nichols
NOT PRESENT: Councilwoman April Jackson

The City Council convened in Open Session in Room 301 in the Government Office Building at 4:30 p.m.; President Heath immediately called for a motion to convene in Closed Session to discuss the appointment, employment, assignment, promotion, demotion, discipline, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals in accordance with the Annotated Code of Maryland §10-508(a)(1). Thereafter, Council convened in Closed Session on a motion by Mrs. Mitchell which was seconded by Mr. Boda and approved on a 4-0 vote in favor.

At 5:25 p.m., the Closed Session adjourned on a motion by Mr. Boda which was seconded by Mrs. Mitchell and approved by a 4-0 vote in favor. At 5:30 p.m., Council convened in Open Work Session in Council Chambers, Room 301 of the Government Office Building. President Heath then reported that while in Closed Session Council had a discussion about employee benefits.

Thereafter, Council moved forward with the Work Session Agenda.

CITY OF SALISBURY, MARYLAND
CLOSED SESSION
MARCH 14, 2016

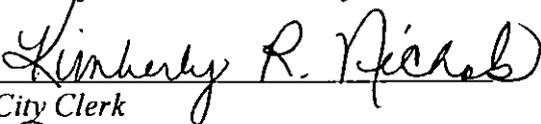
TIME & PLACE: 5:00 p.m., Government Office Building – Room 301
PURPOSE: To discuss the appointment, employment, assignment, promotion, demotion, discipline, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals
VOTE TO CLOSE: Unanimous (5-0)
CITATION: Annotated Code of Maryland §10-508(a)(1)
PRESENT: Council President John “Jack” R. Heath, Mayor Jacob R. Day, Council Vice-President Laura Mitchell, Councilwoman April Jackson, Councilman Muir Boda, Councilman James Ireton, Jr., City Administrator Tom Stevenson, Assistant City Administrator Julia Glanz, Neighborhood Services and Code Compliance Director Susan Phillips, H/R Manager Jeanne Loyd, City Attorney Mark Tilghman, and City Clerk Kimberly R. Nichols

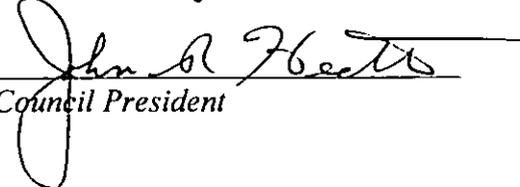
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At 5:40 p.m., the Closed Session adjourned on a motion by Mrs. Mitchell which was seconded by Ms. Jackson and approved by a 5-0 vote in favor.

At 6:00 p.m., Council convened in Legislative Session in Council Chambers, Room 301 of the Government Office Building. President Heath then reported that while in Closed Session Council had a discussion about a personnel matter.

Thereafter, Council moved forward with the Legislative Session Agenda.


City Clerk


Council President