

CITY OF SALISBURY
WORK SESSION
JULY 18, 2016

Public Officials Present

Council President John R. “Jack” Heath (*teleconferenced*)
Council Vice-President Laura Mitchell
Councilman James Ireton, Jr.

Mayor Jacob R. Day
Councilman Muir Boda
Councilwoman April Jackson

In Attendance

City Clerk Kim Nichols, City Administrator Tom Stevenson, Public Works Director Michael Moulds, Human Resources Director Jeanne Loyd, Planning & Zoning Planner Gloria Smith, and City Attorney Mark Tilghman

On July 18, 2016, Salisbury City Council convened in Work Session at 4:44 p.m. in Council Chambers, Room 301 of the Government Office Building following the adjournment of the Special Meeting. Council Vice-President Mitchell called Mr. Heath on the telephone so that he could participate in the Work Session via teleconference.

Handbook Change

City Administrator Tom Stevenson presented the request to amend Section 2.24 of the City Code (Personnel Rules and Regulation) to authorize the Mayor to prepare and administer personnel rules and remove the necessity for Council approval, but Council will have the opportunity to review all modifications and recommend revisions. Human Resources Director Jeanne Loyd reported on numerous changes passed by resolution yet were not incorporated in the handbook.

After discussion, Mrs. Mitchell suggested Council receive a comprehensive update on the changes to the handbook which require immediate attention, and Council could pass a single resolution to bring it up to date. The changes thereafter should be added every year to the annual budget process, and changed at the beginning of the fiscal year.

Council reached unanimous consensus for Administration to draft a resolution, including all the redline changes, and return to Council for consideration.

Wicomico County Board of Education Traffic Signal Repairs – Budget Amendment

Public Works Director Michael Moulds joined Council to discuss a budget amendment to move funds to an operating account from miscellaneous revenue. The Wicomico County Board of Education (WCBOE) reimbursed the City’s Traffic Division for expenses for \$5,139.00 due to damage to the City’s traffic loops caused by a contractor the WCBOE hired to pave the school’s entrance road. This budget amendment is to transfer the reimbursement back to the Traffic Division account for Equipment Repair and Maintenance.

Council reached unanimous consensus to advance the budget amendment to legislative agenda.

Lot 11 – Alley Abandonment

Mr. Moulds presented the request to approve the abandonment of a portion of a 20 foot width unnamed alley that bisects Parking Lot 11 on West Market Street, which will revert the land to adjoining City owned parcels that make up Lot 11. The remaining portion of the alley will continue to provide access to the rear of the Library and Cannon buildings.

This abandonment is being recommended to facilitate the sale of Lot 11.

Council reached unanimous consensus to advance the legislation to legislative agenda.

Wicomico Presbyterian Text Amendment

Planning & Zoning Planner Gloria Smith joined Council to discuss the proposed text amendment. She explained Wicomico Presbyterian now owns the old Allen Memorial Social Hall building, which is separate from the church sanctuary. They need to provide identification on the building for people coming from out of town to various events. The Office and Service Residential District is restrictive for signage, and allows only 4 square feet for wall signage. There are four (4) Office and Service Residential Districts in the City, but only one (1) contains the four (4) churches and church buildings, which are in this particular district. Planning & Zoning does not wish to create an opportunity for excessive signage, yet believes that no consideration was given in 1983 for large structures such as these churches and what their future signage uses and needs might be.

Ms. Smith reported the Planning Commission forwarded a favorable recommendation to the Mayor and Council for the amendment to increase signage for church-related buildings by adding, “one square foot of wall signage per linear foot of building width up to a maximum of 30 sq. ft. of non-illuminated or indirectly illuminated signage for churches or church social or reception halls, or church-related buildings” to the City Code.

Council reached unanimous consensus to advance the legislation to legislative agenda.

Creating a Human Rights Advisory Committee

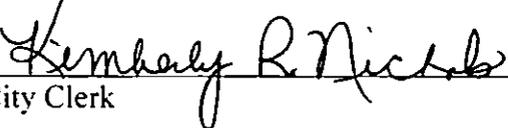
Mr. Stevenson discussed the resolution to create the Human Rights Advisory Committee. Mayor Day and Council discussed and suggested the following changes:

- Mrs. Mitchell suggested adding a community youth member to the membership list. After discussing whether the member should go through a Guidance Counselor or otherwise be recommended for the position, Council agreed they should apply through the Mayor’s Office, the same as required by the other members of the committee.

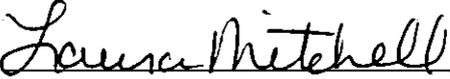
- Mr. Heath suggested staggering the terms of the committee members (Council consensus reached).
- Mr. Ireton suggested changing Lines 26 and 27, which read, “Membership may include independent persons of high moral character and an investment or interest in the field of human rights, ” to Membership may include persons with an interest in the field of human rights,” so as not to require a determination about the applicants’ moral character. Mayor asserted that the application process would consider the character of the applicant, and collectively he and Council decided the sentence should be stricken.
- Mr. Ireton suggested committee membership not be limited to City residents (Council consensus reached)
- Mrs. Mitchell suggested striking “representation on the committee should be limited to City residents” (Council consensus reached)..
- Mr. Heath thanked Mr. Ireton for suggesting the creation of this committee, and the Mayor’s Office for quickly acting upon the request.

Council reached unanimous consensus for the changes discussed to be incorporated into the resolution and advanced to legislative agenda.

There being no further business to discuss, Council adjourned at 5:34 p.m.



City Clerk



Council Vice-President