

MINUTES

The Mayor and Council held a special meeting on Monday, July 21, 2014 at 6:00 p.m. in the meeting room in City Hall for the purpose of conducting a work session to discuss the need for a City Manager, the required credentials, responsibilities and source of financing.

PRESENT

Kimberly B. Lawson, Mayor
Charlotte Scott, Council Vice President
LaVerne Johnson, Councilwoman
Mike Atkins, Councilman
Erik Emely, Councilman
Mark Konapelsky, Councilman

Also in attendance; Valerie Swift, Secretary; Richard Crumbacker

Mayor Lawson called the work session to order, opening with the Lord's Prayer and the Pledge of Allegiance.

Mayor Lawson turned the work session over to Councilman Konapelsky, who inquired of the Council if they want a City Manager, as required in the Charter.

He made reference to the option of having a shared City Manager through the Maryland Rural Development Center.

Council Vice President Scott commented that she appreciates the Mayor taking on the responsibility of the City Manager at this time, because he doesn't have to.

Mayor Lawson commented that hiring a City Manager is about all of them making a sustainable decision.

He made reference to Carvel Hall, for which there is still not plan, but will hold the City up from receiving any more CDBG money, unless jobs are produced there. He also made reference to two more grant applications that go out in August; DNR and Park.

Mayor Lawson commented that the City needs a bright and sharp individual who

will improve the revenue stream and make the City “shine”.

Councilwoman Johnson commented that she also appreciates the Mayor’s work. She inquired as to how soon they would want to hire one, and the salary.

Councilman Konapelsky advised that he had wanted a City Manager three and a half years ago.

Councilwoman Johnson advised that she feels a salary needs to be set first. Councilman Konapelsky commented that he feels the qualifications should be set first.

Councilman Emely made reference to what would happen if Mayor Lawson was gone tomorrow. He stated that the City Manager would need to find money in the budget to keep the City going.

Councilman Konapelsky commented that there would be \$15,000 available, which was mandated by former Mayor Purnell, for Mrs. Morgan, Mr. Frock and Mr. Bradshaw, who had been sharing the job.

Councilwoman Johnson commented that she doesn’t agree with taking back any of the Department Head’s money. Council Vice President Scott advised that she had spoken to Mayor Purnell, who had advised her that the raises were permanent.

Councilman Emely clarified that Councilman Konapelsky means taking back the money once a City Manager is hired.

Councilman Konapelsky commented that the \$15,000 was brought to the Council by Mayor Purnell, but was never voted on.

Mayor Lawson read the disposition letter from the City Attorney advising that it was ok to leave the position vacant. He also read the list of Mrs. Morgan’s duties.

He commented that he doesn’t want a situation like with former Event’s Planner, Allison

Castellana, who was expected to find money for events. Mayor Lawson stated that the City has to have a long-term funding plan for a City Manager. He also read his list of requirements for a City Manager, including residency.

Further discussion concerning personnel followed.

Councilman Konapelsky commented that his main goal for the meeting was to establish if a City Manager was wanted. He asked the Council to email him their requirements.

Councilman Atkins commented that he is the least gung-ho for having a City Manager right now, and made reference to a previous meeting with Russ Blake, City Manager of Pocomoke, who recommends that the City make major changes in City Government if you hire a City Manager. In this case, the Mayor would become an ambassador and the City Manager would not want 6 bosses.

Council Vice President Scott commented that she feels it will be hard to find a City Manager, but we need to have the money in place first.

Councilman Emely inquired as to who is working on the Carvel Hall project. Mayor Lawson advised that nobody is right now. He added that the Smith Island Cake Company was the lead element, but that fell through.

Councilman Emely inquired if there had been any plans for a City Manager, since Mr. Dize retired in 2010. Mayor Lawson advised that there hadn't.

Councilman Atkins advised that the City would have to raise taxes or cut other departments, unless there was another revenue source.

Discussion followed suggesting that the auditor look at line items in the budget, as well as other health care plans and not filling vacancies.

Mayor Lawson noted that Mr. Frock is the only employee with the necessary

water and waste water licenses to run the plant. He advised that the City has to fill Mr. Wayne Howard's vacancy.

Councilman Emely made reference to increasing pay for incentive. Mayor Lawson advised that any pay increase that the City could afford to give would offer incentive but only for a short while.

Councilwoman Johnson advised that she is in favor of giving pay raises.

Mayor Lawson reminded that the City must stay in line with the balanced budget.

Councilwoman Johnson inquired if all of the Council have a residency requirement for the City Manager. Councilman Konapelsky advised he did not. Councilman Emely noted that none of the other Department Heads live within city limits.

Mayor Lawson also reminded the Council that they need to get a session with the County concerning tax differential. Councilman Konapelsky commented that the County feels that they give an abundant amount of money to the City.

After further brief discussion, a workshop was scheduled for the following Monday, July 28th, at 6:00 p.m. concerning Carvel Hall, Streets, and Beautification. It was also scheduled to meet at Carvel Hall at 5:30, prior to the meeting.

With no further discussion, Councilwoman Johnson made a motion to adjourn, seconded by Councilman Atkins and carried unanimously.

Meeting adjourned at 7:40 P.M

Respectfully submitted,

Joyce L. Morgan, Clerk-Treasurer

Prepared by Valerie Swift, Secretary