

MINUTES

The Mayor and City Council met in regular session on Wednesday, November 12, 2014 at 6:00 p.m. in the meeting room in City Hall.

PRESENT

Kimberly B. Lawson, Mayor
Charlotte Scott, Council Vice President
LaVerne Johnson, Councilman
Mike Atkins, Councilman
Erik Emely, Councilman
Mark Konapelsky, Councilman
Joyce L. Morgan, Clerk-Treasurer
Michael Sullivan, City Solicitor

Also in attendance; Valerie Swift, Secretary (see list of others in attendance)

INVOCATION, LORD'S PRAYER, PLEDGE OF ALLEGIANCE

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

MOTION TO ACCEPT AGENDA

At this time, Councilman Atkins made a motion to accept the agenda. Motion seconded by Councilwoman Johnson and carried unanimously.

Mayor Lawson noted an adjustment in the order of the Agenda; the Proclamations would be presented after the minutes were approved and adopted.

APPROVAL OF MINUTES

Councilman Atkins made a motion to approve the minutes from the regular meeting

of October 22, 2014 as written. Motion seconded by Councilman Emely and carried unanimously.

Mayor Lawson requested that the minutes from the 9/29/14 meeting be tabled for further clarification on a dollar figure.

Councilman Atkins made a motion to approve the minutes from the work session re: It Takes a Village, on October 1, 2014. Motion seconded by Council Vice President Scott, with abstention of Councilman Emely, who was not present.

Councilman Atkins made a motion to approve the minutes from the work session re: It Takes a Village, on October 15, 2015. Motion seconded by Councilwoman Johnson and carried unanimously.

Councilman Emely made a motion to approve the minutes from the work session re: The Smith Island Cake Company, on October 29, 2014. Motion seconded by Councilman Konapelsky and carried with abstention by Councilman Atkins and Councilwoman Johnson, who were not present.

PRESENTATION OF PROCLAMATIONS TO GREG CAIN, CRAB PLACE & ROADS SCHOLAR

At this time, Councilman Emely read the Crab Place Proclamation aloud and presented it to Mr. Cain.

Mayor Lawson read aloud the Roads Scholar Proclamation, presenting it to Mr. Terry Pehan and Mr. Tim Howard, also noting Mr. Charlie Petrocci. Mayor Lawson noted the

economic and tourism benefit to the City from the Roads Scholar program attendance.

APPOINTMENTS

Mr. Greg Cain appeared before the Mayor and Council concerning revitalization plans for the City of Crisfield. He noted that the City needs to get to the implementation process phase to move forward.

Mr. Reuben Evans appeared before the Mayor and Council to report on potential port fees and room taxes that the City could collect. (information attached)

Council Vice President Scott commented that the City only charges 10% of what other ports do. She also noted that the City needs to do our part to make sure the port looks good and offers attractions to make the port stop and fees reasonable.

Mayor Lawson thanked Mr. Evans for his research and noted that the City needs to have a Fee Structure Ordinance and what the funds will be dedicated to. He also suggested asking Charlie Petrocci, who does lectures on the cruise ships, to help with finding a principal contact with whom to negotiate port fees.

He also noted that recent cruises received gift bags, a museum tour, water, garbage, and lighting.

Councilwoman Scott commented that these fees will be used to invest in tourism-related expenses and grow tourism in Crisfield, and is money well spent.

JOYCE L. MORGAN, CLERK-TREASURER – MONTHLY FINANCIAL REPORT

Mrs. Joyce L. Morgan, Clerk-Treasurer, reviewed the City's financial report for the month ending 10/31/14. (See attached)

Mayor Lawson noted that the motor had burned up in the Janes Island well.

UNFINISHED BUSINESS

Councilman Konapelsky made reference to the Old State Road water line and made a motion that letters be sent to all on the line for them to form a committee and come up with guidelines, by December 31, 2014, for the direction they want to go. Motion seconded by Councilman Emely and carried unanimously.

BUDGET ORDINANCES AMENDMENT – FIRST READER

Mr. Sullivan reviewed the revised Ordinance, reviewing the amendments. He advised that this is a working draft of the Ordinance.

Councilman Emely advised that he would like to make some changes in the Ordinance.

Mr. Sullivan clarified that if this Ordinance is passed for first reader and the Council wants to change anything, the entire Ordinance would have to be rejected.

Following further discussion, Councilman Konapelsky made a motion the this Ordinance be tabled for a work session. Motion seconded by Councilwoman Johnson.

During discussion, Councilman Atkins inquired of Councilman Emely as to what he had on his mind to change. Councilman Emely advised that he would discuss it during the work session. The motion was carried unanimously.

NEW BUSINESS

POLE LIGHT REQUEST – Mayor Lawson reviewed the email concerning a request for additional street lighting in the area of 402 Charlotte Avenue. Councilwoman Johnson commented that this area is dark because the street light shines more on Cove than on Charlotte.

Mayor Lawson stated that there are no sidewalks in this area and it is not an unreasonable request, therefore he would recommend installation.

At this time, Councilman Atkins made a motion that an additional pole light be installed in this area. Motion seconded by Councilwoman Johnson and carried unanimously.

INCREASE IN ADMINISTRATIVE FEES – BROWN’S COURT – Mayor Lawson advised that this was under negotiation and the City would ask for Cost Performance Index on an annual basis.

AGREEMENT BETWEEN THE CITY AND THE DEPARTMENT OF ARMY FOR THE JANES ISLAND HURRICANE AND STORM RISK MANAGEMENT FEASIBILITY STUDY – Mr. Sullivan briefed on the agreement and the history with previous Mayor Purnell. He advised that the City is obligated to pay \$352,600 for the study, which would come from Hurricane Sandy funds, which the County has. He noted that the funding was capped at \$350K, therefore, there is a shortfall of \$2,600 which could be worked out through the flood plain management plan, sharing the cost through the City/County. He also advised that legal work could be included as the City’s

contribution. Mr. Sullivan advised that if the City doesn't accept, the money will go elsewhere and 2) the County office also has to agree to be the sub-recipient and sign the agreement, which they have not done yet.

Councilman Konapelsky stated that the City needs to move forward with this agreement and made a motion to accept the agreement between the City and the Department of Army for the Janes Island Hurricane and storm risk feasibility study. Motion seconded by Councilman Atkins.

During discussion, Mr. Danny Thompson, EDC, Director, commented the County has been trying to get money for this from the Army Corps for the last 10 years and agrees with Councilman Konapelsky to accept the agreement, even though being cautious.

Mr. Sullivan noted that there is a termination agreement in the agreement.

Councilman Atkins advised that the City would need to know when we are getting close to the point where the City would have to start bearing the cost of the project. Mr. Sullivan noted that he had advised Mr. Tony Clark, of the Corps of Engineers, to do this.

Mayor Lawson advised that the project will be done in two phases. He emphasized that the maximum cost to us is \$2,600 on a \$7M project.

Councilman Atkins noted that the City is fortunate to have this Gift Horse project which will protect us from the next severe storm.

Motion carried unanimously.

REQUEST FROM ECONOMIC DEVELOPMENT COMMISSION TASK FORCE FOR FUNDING ASSISTANCE FOR HISTORIC SIGN PROJECT

Mr. Terry Pehan, Chairman, Crisfield Heritage Foundation Board of Trustees, appeared before the Mayor and Council to request financial support for the historical sign project. He briefed the Mayor and Council concerning the project and advised that they had decided that two of the signs need to be displayed in horizontal-landscape profile in order to preserve the scenic view. He advised that the cost to make this change is \$1,255 and they are requesting \$1,000 from the City.

At this time, Councilman Emely made a motion to donate \$1,000 for the signs from park money. Motion seconded by Councilman Atkins.

Councilman Emely noted that the Chamber has donated nothing to this project, which promotes tourism.

Mayor Lawson noted that park money is for dedicated signs and this is a strong effort for signage. He noted that the grant application for this project was denied, but the Legion stepped up to help. He added that he feels there is no better use for the park money.

Motion carried unanimously.

Mayor Lawson expressed his sincere appreciation to the committee.

Mr. Pehan noted that they had also been selected for the Best of the Bay program.

Council Vice President Scott commented that this is part of the “branding” for the City

of Crisfield.

EVENT APPLICATIONS

Mayor Lawson presented an Event Applications for the Police Department's Toy Run on November 29, 2014. Approval so moved by Councilman Emely, seconded by Councilman Atkins and carried unanimously

Mayor Lawson presented an Event Application for the annual Christmas Parade on Friday, December 5th. Approval so moved by Councilman Emely, seconded by Council Vice President Scott, and carried unanimously.

MAYOR AND COUNCIL DISCUSSION

Councilman Konapelsky made reference to 1) setting a date for the work-session, 2) working with John Tawes concerning the kayak launch at the end of the depot and 3) he wished everyone a happy Thanksgiving.

Council Vice President Scott advised that she had attended a Public Innovators Conference and met with a person concerning the Waste Water Treatment Plant, who had requested our needs. She advised that with a 4 Stage Barton Flow, we could save 50% on chemicals. She advised that Mr. Frock was preparing a wish list. She advised that we may qualify for assistance as we have a credible operator with experience, we are in a rural area, and we have a City with growth potential.

Council Vice President Scott also made reference to the meeting with HUD and noted

the meeting with the Housing Authority this Wednesday.

She noted that there had been a delay in the Beautification Proposal due to a death in one of the committee members family.

At this time, Council Vice President Scott recognized Ms. Darlene Taylor of It Takes a Village. She noted Ms. Taylor was an ODU graduate who went on to work in DC, but came back here to help kids.

Councilwoman Johnson also recognized Ms. Taylor stating that she was an asset to the community.

Councilwoman Johnson noted that she also would like to have historic signs “uptown”. Councilwoman Johnson also noted that Mayor Lawson had excluded himself from the Roads Scholar recognition, as he had designed the program 23 years ago. She also wished everyone happy Thanksgiving.

Councilman Emely made reference to burning in the City on Thursday and Friday and commented that it is inconvenient for people who work. He suggested Friday and Saturday instead.

Councilman Emely congratulated Ms. Taylor and her kids on the scarecrows that they had made to decorate the City, along with Betsy Thompson.

Councilman Emely made reference to starting on the impound lot.

Councilman Emely inquired about employee evaluations and inquired about the last

time they had been done and by who.

Councilman Emely made reference to the two SHA trucks for the City and looking into two half-ton trucks.

Councilman Emely noted that the City Commission would begin work January 1. Mayor Lawson inquired if the Commission needs to be included in the City Code. Mr. Sullivan noted that they are just advisory. Mayor Lawson advised that he wants them to know their powers.

Councilman Emely made reference to "Sweep the Streets" on November 22nd from 9 to 12, starting at the Ambulance Squad.

Mayor Lawson advised that it had been a pleasure working with Ms. Taylor and her Board. He noted that Commissioner Laird did not vote on their funding because he wanted them to get \$1.5M, not \$1M.

Mayor Lawson also note that the Planning Commission for 11/17/14 had been deferred due to lack of a quorum.

Mayor Lawson made reference to the house at 329 Cove Street. Mr. Sullivan advised that he expects to receive the executed title any day.

Mayor Lawson made reference to the option acquire a parcel through mitigation funds; no tax payer money. He requested a motion to proceed. Approval so moved by Councilman Emely, seconded by Councilwoman Johnson and carried unanimously.

Mayor Lawson noted that the burn days had been set for Thursday and Friday due to lack of weekend enforcement and complaints that people burn all day on Saturday.

Mayor Lawson made reference to the work done by Councilman Emely to acquire two surplus trucks. He requested a motion to acquire these trucks, price to be determined and Council will be contacted with the price. Approval so moved by Councilwoman Johnson, seconded by Council Vice President Scott. Councilman Atkins noted that if the cost is \$4,000 or less, the Mayor can decide, if more – an open session meeting would be needed. Mayor Lawson advised that he believes it will be reasonable and will contact everyone. Motion carried unanimously.

Mayor Lawson welcomed and introduced the new Marina Manager, Mr. Reedy.

Mayor Lawson made reference to the Salvation Army Red Kettle Kick-Off on November 20th. He wished good luck for this upcoming Red Kettle campaign.

Mayor Lawson advised that the final patches at the depot have been done and all services completed, therefore it is ok to make final payment to Somerset Paving and Marine.

At this time, Councilman Emely made a motion to close out payment to Somerset Paving and Marine. Motion seconded by Councilwoman Johnson and carried unanimously.

Mayor Lawson made reference to the striping at the depot that had been done in-house, which was now gone. He advised that he will be looking at a professional striper.

Mayor Lawson made reference to a request from a downtown property owner to

a location to better serve his customers. He noted that the property owner had received no response from vacant building owners or derelict property owners who had been notified of his interest.

Councilwoman Johnson made reference to parking on Main Street and asked that this issue be revisited for consideration of changing it.

Councilman Emely also requested that burn days be revisited. Councilman Konapelsky suggested every other Saturday.

Council Vice President Scott noted that she would be attending the Housing Authority meeting next Wed. and a member of City staff would be available at the Open Door meeting.

Mayor Lawson noted that Dean Bozman, from Public Works, would be doing rental inspections and Councilman Konapelsky would be doing other inspections, until an Inspector is hired.

Councilman Emely asked that Council Action Items be deferred.

PUBLIC INPUT

David Marquis advised that he agrees with the cruise ship fee but also feels that the Smith Island and Tangier boats should also pay a small fee. Mr. Marquis stated that the City should get 2% room taxes from the County under the Local Government Article. He commented that burning used to be permit issued and suggested getting permit for \$5 through the fire dept. Mr. Marquis also noted that the clean-up is an excellent idea.

George Friedley asked for clarification on derelict homes. Mayor Lawson advised that there are many criteria, but it is up to the inspector. Mr. Friedley also made reference to a drain line on Chesapeake Avenue that caused a back-up of salt water and caused several trees to die. Mr. Friedley also questioned the voting process for second readers and being able to voice your opinion. Mayor Lawson advised that the Council represents the citizens. Councilman Konapelsky noted that Council Vice President Scott meets with citizens two times a month and city email is available.

Darlene Taylor thanked the Mayor and Council for their support of It Takes a Village and read a Thank You letter aloud.

Mayor Lawson advised that ITAV submitted their financials to the County Commissioners and their books spoke for themselves for five years. He advised that Mr. Gene Atkins, County Financial Director, issued them an Unqualified letter.

Dan Kuebler made reference to Public Input and advised that the Board of Ed put it up front.

Margaret Dize commented that the City does not need a City Manager.

There being no further business for discussion, Councilman Konapelsky made a motion to adjourn, seconded by Council Vice President Scott and carried unanimously.

Meeting adjourned at 8:17 p.m.

Respectfully submitted,

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Joyce L. Morgan, Clerk-Treasurer

Prepared by Valerie Swift, Secretary