

MINUTES

The Mayor and City Council of the City of Crisfield met in regular session at 6:45 p.m. in the meeting room in City Hall on Wednesday, October 12, 2016.

PRESENT

Kimberly B. Lawson, Mayor  
LaVerne Johnson, Council Vice President  
Charlotte Scott, Councilwoman  
Erik Emely, Councilman  
Mark Konapelsky, Councilman  
Barbara Ward, Councilwoman  
Richard M. Pollitt Jr., City Manager  
Joyce L. Morgan, Clerk-Treasurer  
Mike Tabor, Chief of Police  
Dean Bozman, Code Enforcement/Public Works Superintendent  
Dennis Parkinson, Superintendent of Public Utilities

Also in attendance; Valerie Swift, Secretary; Richard Crumbacker; Dr. Kerry Palakanis.

INVOCATION, LORD'S PRAYER & PLEDGE OF ALLEGIANCE

Mayor Lawson called the meeting to order.

MOTION TO ACCEPT AGENDA

Councilman Emely requested that Phyllis Saltz had requested an appointment to thank the Mayor and Council and asked that she be added to the Agenda.

Approval so moved to accept the amended agenda by Council Vice President Johnson. Motion seconded by Councilman Emely and carried unanimously.

APPROVAL OF MINUTES

Councilwoman Scott made a motion to approve the minutes from the public hearing and regular meeting of September 28, 2016. Motion seconded by Councilman Konapelsky and carried unanimously.

DEPARTMENT HEAD REPORTS

**Chief Mike Tabor** presented his quarterly report, highlighting its contents.

Councilman Konapelsky suggested that a larger portion of the Impound Fee revenue go to the police department.

Mayor Lawson advised that he would like to meet with the Chief concerning the expense of the impound yard.

Chief Tabor commended Mayor Lawson on his golf cart work. Chief Tabor presented permit #1 to Mayor Lawson.

Mayor Lawson noted that there would be a golf cart on display at the Marina on October 29<sup>th</sup> and he will have an ad in the County Times concerning regulations.

Councilman Emely made reference to auctioning impounded vehicles. Chief Tabor advised that this could possibly be done if they are worth anything.

Councilwoman Scott inquired about crime trends.

Chief Tabor advised that the same crimes are being committed as last year.

She inquired if the crimes are by people who come here, or live here.

The Chief advised that crime is mostly committed by people who live here, although some is

by people who come here.

Councilwoman Scott inquired about the Department's other successes.

The Chief noted that other successes for the Department are the Santa program with Toys for Tots, and the blanket drive. He referred everyone to the long list of accomplishments he had just presented.

Mayor Lawson also noted that next week a full-time candidate will be interviewed for the vacancy in the Police Department.

**Mr. Dennis Parkinson, Superintendent of Public Utilities**, highlighted the contents of his quarterly report. He noted that pumps had been pulled apart at Cove Street. Mr. Parkinson advised that the water line work is done at the Depot but there is still 10 feet left to tie in.

Councilman Emely advised that he would contact Dickie Reynolds tomorrow concerning this job.

Mr. Parkinson advised that his department has been pulling check valves and pumps twice a week. He also advised that all manholes in the City have been jetted.

Councilman Konapelsky inquired about a maintenance schedule. Mr. Parkinson advised that he is writing one, but maintenance is being done.

Councilman Konapelsky inquired if the City is billing for repairs of outside leaks. Mr. Parkinson advised that this is being done.

Councilman Emely made reference to previous discussion about confined spaces and made a

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motion that no employee go into a hole unless they are Confined Space Certified. Motion seconded, for discussion, by Council Vice President Johnson.

Councilman Konapelsky requested that Mr. Pollitt look into the matter and give a written recommendation.

Councilwoman Scott inquired what is impacted if we cease and inquired why men are not already certified.

Mayor Lawson suggested contacting Clark Environmental.

Mr. Bozman inquired what we could do to get in compliance immediately. Councilman Emely advised that we can get men certified right away through Chuck Northam.

Following further brief discussion, the motion carried unanimously. Mayor Lawson thanked Councilman Emely for making the motion to address the matter.

**Mr. Dean Bozman, Code Enforcement Officer/Public Works Superintendent**, reviewed his quarterly report. He noted that three new houses are to be built.

Councilwoman Scott noted that there may be another built, if Community Legacy funding is approved. She made reference to obstacles met when building a new home, such as elevation requirements and sprinklers. Mr. Bozman also noted demolition as an expense, if a replacement home is being built on an occupied lot.

Mayor Lawson advised that there needs to be tax incentives from the State.

Mr. Bozman noted that he met with Phil Parks, Salvation Army Youth Club director, concerning

possible funds for a new building. He also noted that the Housing Authority has a man coming in to look at the armory.

Mr. Bozman made reference to a Tide Gate Grant, which was obtained before 2012. He advised that he has a contractor in town installing the gates at the Marina and Charlotte Avenue. Council Vice President Johnson made reference to gates at the gazebo. Mr. Bozman advised that there are two in that area.

Councilman Emely advised Mr. Bozman that he didn't need to review the Public Works portion of the report, as it was available for the Council to read.

Councilwoman Scott commented that Mr. Bozman's job is all over the place and asked him what his top three jobs were that take up the most time.

Mr. Bozman advised that his main focus now is Tide Gates, Public Works Code Enforcement and Building Inspection and complaints and flooding issues.

Councilman Emely inquired about the dump truck motor. Mr. Bozman advised that it is being evaluated.

**Joyce L. Morgan, Clerk-Treasurer**, reviewed the financial report from July to September.

She noted that the annual audit begins on October 31<sup>st</sup>. She also advised that there are five months to go on the Edmunds program change-over.

Mayor Lawson advised that the street sweeper's bottom assembly needs to be repaired and requested a motion to spend up to \$7,500 out of the Public Works budget.

Approval so moved by Councilman Emely, seconded by Councilman Konapelsky and carried unanimously.

Mayor Lawson made reference to the recent Park Commission meeting and advised that electricity would be run from the gazebo to the bridge.

Mayor Lawson requested a motion of support for a request to Senator Jim Mathias and Delegate Charles Otto for a \$250K Bond Bill for repair of the Armory. Approval so moved by Councilman Emely, seconded by Council Vice President Johnson and carried unanimously.

Mayor Lawson advised that Mr. Bozman would be out for surgery on October 28<sup>th</sup> and that Councilman Konapelsky has offered to fill in for him in Code Enforcement during his recovery.

**Mr. Rick Pollitt, City Manager**, reviewed his bi-weekly report, highlighting its contents.

#### UNFINISHED BUSINESS

Council Vice President Johnson inquired about the status of the meeting with Phil Parks, Dr. Gaddis and others regarding the Armory/Youth Club and their winter sports program.

Mr. Pollitt advised that Dr. Gaddis supports the use of the gym at Woodson Elementary School and is checking with the Principal.

Council Vice President Johnson made reference to money to complete the Customs House.

Councilman Konapelsky advised that Hurricane Sandy money would be easier to match.

Councilman Emely made reference to cleaning the uniforms for the youth club. Mr. Pollitt advised that this hadn't been discussed.

NEW BUSINESS

EVENT APPLICATION – HALLOWEEN PARADE, SAT. OCTOBER 29<sup>TH</sup> @ 1:00 P.M.

Approval so moved by Councilman Emely, seconded by Councilman Konapelsky and carried unanimously.

MAYOR AND COUNCIL Q & A, DISCUSSION

Councilman Konapelsky had nothing to report.

Councilwoman Scott had nothing to report.

Council Vice President Johnson noted that the Halloween judging would be done on October 31<sup>st</sup>.

She also advised that she would do a presentation concerning the park at the next meeting.

Council Vice President Johnson also noted the Ryan Johnson Memorial Basketball Tournament is to be held in November.

Councilwoman Ward inquired about the timeline for Chesapeake Avenue sidewalk.

Mayor Lawson advised that he has two prices but needs to find \$64,000 to pay for it.

Councilman Emely inquired about the use of Highway User Revenue for additional paving.

Mayor Lawson advised that Davis, Bowen and Friedel has recommended that we wait until Spring due to the lateness of the season and the time it will take to properly design the project .

Councilman Emely advised that he worries about the effect that winter will have on streets.

Councilman Emely also made reference to previous discussion of street closure off of Broadway

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and Fifth Street.

Mayor Lawson advised that we could put up a barrier, but it would need to be run by the Planning Commission first.

Councilman Emely made reference to the Greenspace meeting. Mayor Lawson advised that it would be held next week.

Councilman Emely noted that we need to put a trash can back in the downtown parking lot.

Mayor Lawson advised we could use Greenspace money.

Councilman Emely also made reference to looking into gas golf carts for public works, which the City could lease.

Councilwoman Scott inquired as to how many and the cost. Councilman Emely suggested 3 or 4 and we would have to find out the cost to lease.

Mr. Pollitt inquired about the date of the Greenspace meeting. Mayor Lawson advised that it would have to be next week, after work.

Mayor Lawson made reference to the hours for Trick or Treat and read the notice. He also noted that there would only be one regular meeting in the months of November and December.

Mayor Lawson made reference to the elevated house on Main and Somerset and made reference to Code compliance to force the completion.

Mayor Lawson proposed a ditch project with maintenance of ditches added to tax bills.



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Councilman Konapelsky suggested talking to County Roads. Mr. Bozman added that permits and easements would be needed for maintenance.

PUBLIC INPUT

No Public Input was offered.

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

Meeting adjourned at 8:40 p.m.

Respectfully submitted,

Joyce L. Morgan, Clerk-Treasurer

Prepared by Valerie Swift, Secretary