

**Town of Perryville
Town Meeting Minutes
January 2, 2018**

ATTENDANCE: Mayor: James Eberhardt, Commissioners: Michelle Linkey, Pete Reich, Robert Ashby Jr., Ray Ryan III, Town Administrator: Denise Breder and Town Attorney: Fred Sussman

The Town of Perryville meeting was called to order at 7:00 p.m. by Mayor Eberhardt.

The Town Meeting in its entirety can now be listened to on the Town's web site at www.perryvillemd.org.

Pledge to the Flag.

APPROVAL OF TOWN MEETING AGENDA

Mayor Eberhardt asked for a motion to approve the Town Meeting Agenda as published.

Motion was made by Commissioner Reich and seconded by Commissioner Ryan to approve the Town Meeting Agenda. **All in Favor: Motion Carried.**

Consent Agenda Items: Mayor Eberhardt asked for a motion regarding the consent agenda items, which include the November 21, 2017 Work Session Minutes, the November 21, 2017 Closed Session Meeting Minutes, the December 5, 2017 Town Meeting Minutes.

Motion was made by Commissioner Reich and seconded by Commissioner Ashby to approve the Consent Agenda items. **All in Favor: Motion Carried.**

Commissioners' Reports -

Mayor's Report -

Mayor Eberhardt reported that he attended the Ribbon Cutting Ceremony at the Perryville Police Department on December 9, along with the public walk through that also occurred that afternoon after the ceremony. The Christmas Tree Lighting Ceremony was held later that same day at Lower Ferry Park. On December 21st he, along with Commissioner Ashby and Commissioner Reich attended the MD Municipal League quarterly meeting held at the Donaldson Brown Center. This was our legislative meeting to discuss what our Municipal priorities are for the next Legislative Session. One of our priorities is the return of Highway User Revenues that the State has withheld for several years now. Another issue that the MD Municipal League is talking to the Legislators

about is the mini cell towers and the ability and inability of the Municipalities to control placement of those. This is an issue that we have discussed.

Commissioner Reich's Report -

Commissioner Reich reported that the full Water and Wastewater reports will be on the Town's website. He reported that the Water and Wastewater Plants were both in compliance with MDE regulations for the month of November and December, 2017. At the Wastewater Plant the draft application for the MDE grant funds for the denite filter study was completed and the RFP to engineering firms for the denite filter PER were mailed out. EMH completed work to replace the filter media cloth on both filters.

Commissioner Reich also reported that he attended the Ribbon Cutting Ceremony at the Police Station, the Tree Lighting Ceremony and the MML quarterly meeting. During the weeks prior to Christmas he visited the various departments of the Town to express his appreciation for their hard work and wish them a Merry Christmas.

Mayor Eberhardt recently read about the contract for the dredging of the Conowingo Dam being awarded. He is concerned of what turbulence that this may cause upstream for our source of water.

Ms. Breder commented that in addition to us sending a letter to the State requesting additional information on the dredging, she, along with Commissioner Linkey and Commissioner Reich attended a meeting at the North Harford High School regarding the dredging. The dredging is going to take place well above the dam. They are going to be doing the staging on the Harford County side on a farm in the Whiteford area.

Commissioner Linkey commented that it is almost to the PA line. They plan to do a small section and de-water it and use it as a Pilot program to see if it is a viable option.

Commissioner Reich responded that it may stir the water some, but they are using suction trudges and are only doing 25,000 cubic yards at about 30 inches deep.

Commissioner Linkey stated that at some point they are going to dredge behind the dam, but for right now it is up by Pennsylvania.

Ms. Breder had received a call from Bunky Luffman that they will be having a meeting at some point to discuss the dredging on the Cecil County side, but a date had not been determined yet.

Commissioner Ryan's Report -

Commissioner Ryan reported that he attended the meetings last month as well as the Christmas Tree lighting ceremony. Planning and Zoning did not have a meeting last month.

Commissioner Ryan just took over as Chief of the Perryville Fire Department and he will be meeting with the officers this Sunday and the board next Thursday to discuss future projects.

Commissioner Ashby's Report -

Commissioner Ashby reported that he attended the Ribbon Cutting at the Police Station and the Christmas Tree Lighting Event. He also attended the Green Team meeting where they received training and the MML Cecil/Harford County Meeting at the Donaldson Brown Center. He attended a couple of meetings with the festival committee last month, along with, some possible investors coming into town.

Commissioner Linkey's Report -

Commissioner Linkey wanted to thank DPW for the holiday decorations, the tree lighting and the snow removal. She also attended the Police Station Open House and the Tree Lighting Ceremony.

VA Report - Teresa Gividen

Ms. Gividen did not have anything new to report.

Commissioner Linkey inquired what they are doing with the old laundry facility.

Ms. Gividen responded that it is part of the whole reconstruction project, they are upgrading that area. She will make a note to bring a map the next time to update everyone on what is going on in what areas.

Administrator's Report - Denise Breder

Ms. Breder reported that the date for the Strategic Planning Meeting has been confirmed and it is set for February 17. She would like the board members to email her with a good day, preferably in January, to meet individually with the consultant for the meeting for her to conduct pre-interviews, allowing about an hour each.

Ms. Breder reported that Delmarva Power has been doing some work along Frenchtown Road and they were shutting down some of the road there which created some issues with the buses and some deliveries. We have been working with Delmarva

for them to follow our process we have established for road closures and have them notify property owners.

Mayor Eberhardt inquired if we have any idea what that project is.

Ms. Breder responded that she believes it was something to do with live wire changes.

Mayor Eberhardt commented that they made a mess with their trucks across from the boat launch, they really rutted it up.

Ms. Breder responded that she will make them aware that they need to fix that area. Ms. Breder stated that we had Mike Hunninghake here to give the Green Team Committee training on December 11. The next meeting is Wednesday, February 7 at 5:30 p.m. LGIT is going to hold one of their insurance renewal workshops here at Town Hall on Tuesday, April 10 from 8 a.m.-2 p.m. We are waiting on a punch list of things to be fulfilled for the completed Police Station, realizing what happened with the water lines yesterday. The O&M Manuals are being created and the final payment has not been made. Regarding the water tie in request to Fire Station 16, the County did provide the environmental assessment section for the preliminary engineering report. Our engineer is working on updating the preliminary engineering report and the recommendations for it and we are working on the grant application for Station 16 through the MD Water Quality Financing Administration.

Mayor Eberhardt asked for clarification regarding the date for the meeting scheduled to discuss the bridge walk that is scheduled for later this year, if it is January 18.

Ms. Breder confirmed that it is January 18 at 10 a.m. and she has asked the Chief to attend that meeting. She also asked Amy to get back to the planner of this event to advise him that they still need to come back to us for final approval on that.

Treasurer's Report - Debra Laubach

Ms. Laubach commented that she is in the process of bringing the FY18 financials up to date, the boat ramp honor box total to date is \$4,598.00. She was able to provide us with July financials. The Financial Statement brings in the tax roll for the entire year, if it hasn't been billed it has been accrued, which explains why some of the numbers may be a little bit off. Our audit is up for bid this year and she has sent out proposals to 5 different CPA firms and asked for a response no later than February 5, 2018. The bid is for a 3-year period with a possible 2-year extension. This is the year that we need to have another actuarial valuation done, which is required by GASB 75. She contacted the company that did our valuation the last time and they estimated the cost to be about \$3,400, the same as it was a few years ago when they did it. The Stake Body was put out

to bid and a bid was accepted for \$16,100, there is also an air compressor for bid. We also received Local Impact Income for October which was \$112,780.

Commissioner Ashby inquired where the money for boat ramp tickets for violations goes.

Ms. Breder responded that it goes into a revenue line item in the General Fund.

Police Report - Police Chief Al Miller

Chief Miller reported that there was a water pipe burst in his office late afternoon yesterday and the Fire Department responded very quickly to shut off the main water supply to our building. On December 6, he, along with Danielle from the Outreach attended a meeting at the Perryville Middle School on how children grieve. On December 9th they had the Grand Opening Ceremony and Open House for the new Police Department. On December 12 food and gifts to families in need were delivered. On December 13 he presented Lieutenant Budnick with an Instructor of the Year Certificate from the MD Police Training Commission. On December 15 he met with a representative from the Credit Union of MD about installing GPS systems in banks. The Police Department and the Outreach Department were scheduled to place wreaths at Arlington Cemetery but that got cancelled. We responded to overdose calls on Friday and today which has become an epidemic all over.

Outreach Program - Danielle Hemling

Ms. Hemling reported that the overall attendance for the month was 262. She reported that they were able to reach out to a lot more families in need this year during the holidays and she wanted to thank the Chief and the Police Department for their involvement.

Ms. Hemling allowed Justin, one of the Outreach Members, to finish presenting the report. Justin reported that the Outreach Program continued to collect for the holiday season and in coordination with the Elementary School we were able to provide over 136 children presents for Christmas. We were also able to provide 25 Christmas meals for families in need with the help of the Principio United Methodist Church. All children provided for either lived or attend school in Perryville. A few of our Police Officers personally delivered toys to children that were adopted by our Outreach Program. Earlier this month our staff and some of our members volunteered at the Holly Tree Lighting Ceremony. This month our recreational activities included making ginger bread house, and making stockings and ornaments with the help of Jane Bellmyer, and making cookies for our Holiday Party. We took a trip to the Herts to check out their Christmas lights. We received a lot of monetary donations this year. We would like to thank the Perry Point x-ray staff, and Judy Cole in the memory of her late husband, the Honorable Judge Davidson Cole, and Neighbors helping Neighbors for their generous donations for food and recreational supplies. We also received our new security system which is a locking

audio/visual system that will allow us to see and speak to members and guests entering Outreach before they gain access.

Planning and Zoning Report -

Ms. Breder commented that starting on this report there is a code enforcement statistic report that you will be seeing now, similar to the Administration Report, and there will start being a tracking system for the grants that have been applied for so that we can see the status of those grants.

From the Floor

There were no comments from the floor.

New Business

Lower Ferry Festival - Request to allow alcohol sales at a Town event on August 11, 2018 at Lower Ferry Park.

Commissioner Linkey had some questions on what other places were charging and if we were able to get an answer on that.

Billy Nelson was able to get some information, he was able to get an idea from the Elkton Fall Fest, they charge their food vendors \$400, and the non-profit is \$175, they have been running business for 10 years so they accumulate over 10,000 people in the time that they are open. The Cecil County Food and Wine Festival has been open more than 7 years and their craft vendors are \$65 and commercial vendors are \$200. The Sunfest in Rising Sun charged their Food Vendors \$110 and the non-profit and crafters \$65. Mr. Nelson commented that it will take some time for our event to start gaining more interest and revenue before we can charge much more. We are going to charge a little more this year. Last year our prices were \$10 and \$25, this year they are bumped up to \$25 and \$50 and if we have a significant turnout for the event we can look into increasing the rates further next year.

Mayor Eberhardt commented that he got the impression at the Work Session that not too many people were made aware of the meetings being held about the event that Commissioner Ashby reported on earlier.

Commissioner Ashby responded that there is one tomorrow at 2:30 p.m.

Mayor Eberhardt suggested making the board aware of the committee meetings and give the opportunity at that forum to discuss other issues besides the one we are voting on tonight.

Billy has been setting up meetings with other towns on possibly helping each other with certain events or establishing some sort of committee or group.

Discussion ensued on trying to get more involvement from the community for future events, and a different time for the meetings was also discussed. Putting out information on specific events was also suggested to try to get volunteers interested at specific times that would work with their schedules.

Motion was made by Commissioner Ashby and seconded by Commissioner Reich to allow the sale of alcohol at the Town held event at Lower Ferry Park. Discussion ensued, Mayor Eberhardt stated that the request is for beer and wine only.

Commissioner Ashby modified his motion as follows:

Motion was made by Commissioner Ashby and seconded by Commissioner Ryan to allow the sale of beer and wine only at the town event Lower Ferry Festival on August 11, 2018 at Lower Ferry Park **All in Favor: Motion Carried.**

Budget Amendment Ordinance 2018-01

Ms. Laubach commented that no changes were made to the Budget Amendment Ordinance from the Work Session and the following summary was read as follows: Consideration of a budget amendment Ordinance for funds needed for the Strategic Planning Session and for porch repair at Rodgers Tavern, increase R&M on mains and meters and recognize additional income from T-Mobile Lease and Royal Farms water connection and increase funds needed for remaining water emergency bills for the Water Plant and additional repairs needed for both the Water and Wastewater Plant.

Motion was made by Commissioner Ryan and seconded by Commissioner Reich to approve Budget Amendment Ordinance 2018-01. **All in Favor: Motion Carried.**

Sprint Agreement - Consideration of a lease agreement with Sprint to place antennas on the Heather Lane Water Tower.

Ms. Breder explained that Sprint is requesting to use space on our Water Tower which amounts to \$21,600 a year initially, with 10% escalation at each renewal term, and each term is 5 years, with 5, 5- year renewal terms, the ground space is 240 sq. ft. and both she and Mr. Sussman have reviewed the terms of the lease and find them acceptable and they have completed the structural evaluation and we will have inspections done. We will get reimbursement from Sprint with this agreement up to \$6,000 to cover the cost of legal review and inspection. The only change from what you saw was on the cover page of Exhibit B, which now reads that the structural evaluation is to be updated by the tenant and accepted by the landlord prior to installation of equipment identified as "Future" in Exhibit B.

Motion was made by Commissioner Reich and seconded by Commissioner Linkey to approve the Sprint Lease Agreement for the Heather Lane Water Tower. **All in Favor: Motion Carried.**

Motion was made by Commissioner Ryan and seconded by Commissioner Ashby to adjourn the January 2, 2018 Town Meeting at 7:52 p.m. **All in Favor: Motion Carried.**

Respectfully submitted,

A handwritten signature in cursive script that reads "Jackie Sample".

Jackie Sample
Perryville Town Clerk

Statement Regarding November 21, 2017 Closed Meeting for Inclusion in Minutes January 2, 2018 Town Meeting Minutes

On November 21, 2017, the Mayor and Commissioners of Perryville conducted a closed meeting at 8:10pm in accordance with General Provisions Articles, §3-305(b)(2) To protect the privacy or reputation of individuals concerning a matter not related to public business; And §3-305(b)(3) To consider the acquisition of real property for a public purpose and matters directly related thereto; Commissioners: Michelle Linkey, Pete Reich and Robert Ashby Jr., were in attendance as well as Mayor Eberhardt. In addition to Mayor and Commissioners, Denise Breder, Town Administrator, and Tara Dvorak, Office Clerk attended the closed session. During the meeting, there was discussion on an agreement and deed of easement, which the Board voted to approve. The meeting was adjourned at 8:27pm.