

**Town of Perryville
Town Meeting Minutes
July 3, 2018**

ATTENDANCE: Mayor: Robert R. Ashby Jr., Commissioners: Michelle Linkey, Pete Reich, Ray Ryan III, (Remote Participation: Commissioner Taylor), Town Administrator: Denise Breder, Finance Director: Debra Laubach, Planning Director: Dianna Battaglia, Planning & Zoning Coordinator: Amanda Hickman, Police Chief: Al Miller, Outreach Director: Danielle Hemling, Town Clerk: Jackie Sample.

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

The Town Meeting was called to order at 7:00 p.m. by Mayor Ashby.

Pledge to the Flag.

Remote Participation: Commissioner: Robert Taylor, beginning with Old Business

Motion was made by Commissioner Ryan and seconded by Commissioner Linkey to allow Commissioner Taylor to attend the meeting remotely. **All in Favor: Motion Carried.**

Approval of Town Meeting Agenda

Mayor Ashby 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 as published. **All in Favor: Motion Carried.**

Consent Agenda Items: Mayor Ashby asked for a motion regarding the consent agenda items, which include the May 15, 2018 Work Session Minutes, the May 15, 2018 Special Meeting Minutes, May 15, 2018 Closed Work Session Meeting Minutes, June 5, 2018 Town Meeting Minutes.

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

Commissioners' Reports -

Mayor's Report –

Mayor Ashby reported that he attended the Flag retirement ceremony at the American Legion. He attended the MML Summer Conference in June at Ocean City. He attended the Gold Stars Family Memorial Dedication in Havre De Grace. He attended a

meeting with the Casino. He attended a meeting with Dr. Alan McCarthy, Cecil County Executive and Al Wein, Director of Administration for Cecil County. He attended the Hollywood Casino Meet and Greet event. He also attended our Wine and Beer Festival on June 2nd and wanted to thank the vendors and staff that worked the event, it was a good event.

Commissioner Ryan's Report -

Commissioner Ryan reported that he attended the usual meetings this month and attended the MML Conference in June. He also attended the Tap into the Tavern event and it was a great event. He attended a meeting with Chief Miller to discuss some items regarding his responsibility overseeing Public Safety.

Fire Department Report – Commissioner Ryan

Commissioner Ryan reported on behalf of the Fire Department, he reported that they had a busy month last month with 51 calls, they usually average around 30 to 35 calls per month. They were also about 40 calls ahead of this time last year. The average response time was about 5.8 minutes, averaging about 8 personnel per call and about 5 personnel on the scene on every call. They did the yearly hose test and ran into some problems and failed a portion of the test but were able to make the repairs ourselves to re-test when the company comes back. The ground ladders were tested and passed with no problem, along with our SCVA which all passed. The pumps were tested, and we are waiting on those results. One of the ambulances were out of service and it came back today and should be back in service sometime this evening. One of the aerial ladders on our ladder truck failed some of the testing so it will need to be sent out for repairs.

Commissioner Reich's Report -

Commissioner Reich reported that the Water and Wastewater Plants have both been in full compliance for the sixth month in a row with meeting or exceeding the State standards. The rest of his report will be on the website. He commented that the Tap into the Tavern was a very nice event. He also attended the summer MML Conference.

Commissioner Linkey's Report -

Commissioner Linkey reported that she attended all of the regular monthly meetings as well as attended the MML Conference. She reported that the Muffin Monster is now in. She has been in contact with Virtual Towns and Schools who manage our web site since they have been acquired by Civics Plus to see how that will impact our website and she will forward any information once she gets it from them.

Mayor Ashby inquired if anyone was present to report from the VA, which they were not.

Commissioner Linkey asked Ms. Breder if we have heard whether any of the EUL houses have been occupied yet.

Ms. Breder had not, however, Commissioner Ryan stated that he assumes that they had because we have sent an ambulance to that location.

Town Administrator Report - Denise Breder

Ms. Breder wanted to remind everyone that we have the Triathlon this weekend and it is going to be at the Community park and all throughout town and the County for the bike ride back, and through the VA and back to the park for the run. It is starting earlier than it has in the past, it starts at 7 a.m. and the road closure will be starting at that time, so you would need to be in the park prior to that if you wanted to be there to watch the event. The next Green Team meeting is Thursday, September 13 at 5:30 p.m. At the June Green Team Meeting the committee voted to approve the Draft Action Plan so we will be submitting it at some point in time for your approval and to the Sustainable Maryland Certified Program for their approval. The RFP for the MS4 permit compliance is going to be going out soon, which is the stormwater permit that the State is mandating the town to comply with. The compliance date is October 31, 2018 for the Notice of Intent to be filed and then there are several stages of compliance throughout the next several years. The request for proposals has been sent to Commissioner Reich and some of the staff for review and to get out and hopefully get a consultant to help with that project. The RFP's for Phase II of the Town Municipal project, which is the Little League field, were expected to be in during this month by July 11. That deadline may have to get extended to answer some additional questions that have come up.

Commissioner Reich inquired if we had a lot of people bid for the Little League project.

Ms. Breder responded that we submitted a Request for Qualifications first and pre-qualified four firms, all four firms that submitted pre-qualified.

Treasurer's Report - Debra Laubach

Ms. Laubach reported that we are checking the honor box more frequently now that the boating season is in full swing and we have collected \$1,474 for the month of June. We have been working to get all of the purchase orders in for the closing of the fiscal year and last-minute budget changes and purchases. She has reviewed the LGIT insurance policy for renewal and has found several duplications and some areas we needed to increase coverage. She has also prepared a preliminary Budget Amendment Ordinance to make changes for the Local Impact adjustment and she has given those to Counsel to review. She attended the MML Convention in Ocean City and participated in several work shops and the meetings. She has already started on the year end audit preparing the schedules that need to be done. We have received April's Local Impact Fund in the amount of \$131,480.29, after this was printed we received May's Local

Impact Fund in the amount of \$129,000, we still need to receive June's amount, if everything stays close to how it has been running we will be over our revenue by about \$100,000.

Police Report - Chief Al Miller

Chief Miller reported that he has an officer present that is receiving a promotion tonight. Chief Miller stated that his report will be online. They have been working on the new tag readers for the new police cars. We just received our ID machine and will be working on ID's for the Town employees. We are in the final stages of replacing our radio system with Maryland First. This Saturday is the Triathlon as Ms. Breder announced earlier. He attended the regular meetings. Chief Miller also attended the quarterly meeting with the Mayor at the casino. He met with Commissioner Ryan to discuss some issues at the Police Department and some Fire Department issues with some upcoming events.

Chief Miller responded to Commissioner Linkey regarding her earlier question if there were any residents occupying the EUL at the VA.

Chief Miller responded that there are 10 residents at the EUL at the VA.

Chief Miller asked Corporal Nitz to come up front so that he could be promoted to the rank of Sergeant. Corporal Nitz started his career with the MD State Police, after resigning from that position he went to the Hollywood Casino as a security supervisor. We recruited him from the casino to the Perryville Police Department. He started with us in 2011 and was eventually promoted to the criminal investigative section, then promoted to Corporal in 2016, and serves as both Corporal and Sergeant at that time. He is a Firearms instructor with both automatic weapons and hand guns and pistols and attended ALICE training and is also an instructor for ALICE training, and is a field training officer for the new Police Officers, along with implementing various other policy and procedures. Chief Miller promoted Corporal Nitz to the rank of Sergeant to be effective July 8, 2018.

Outreach Report - Danielle Hemling

Ms. Hemling reported that the overall monthly attendance was 325, which went to the end of the month versus what was shown on the report that went until June 26 and the number of referrals was 2 and the number of new members was 15.

Josh, a member of the Outreach Program reported on behalf of the Outreach Program. This Month the renovations were completed, and they are grateful for IKEA and all their support. Our members were overjoyed with how our downstairs turned out and we are looking forward to working with them in the future. We will be partnering with Susquehanna Workforce Network this summer to employ 4 of our members as staff this summer. We completed orientation for their summer experience which will start in

July. We were able to complete our first community service required field trip with our middle school aged kids. They went to Main Event and had a blast. With the end of school, we have started the summer food program with CCPS. They provide breakfast and lunch for our members Monday - Friday. We are also partnering with CCPS to help hold a Lunch and Learn program here at Outreach. Children can keep the learning going this summer on Tuesday during lunch at Outreach. We started our fitness program this summer to get children active in our community. We received donations from Principio Methodist church, Yvonne Beard, and the Legion this month. Life Skills this month focused on health and hygiene. For community service this month we are partnering with the Ronald McDonald house in Baltimore. Our members made get well cards for the children who reside there, and we are collecting soda can tabs for their charity as well. Check out Outreach's Facebook page for pictures of our members in action. Please like our Facebook page and share any good news or activities you see within our community. Also check our monthly calendar for upcoming activities.

Ms. Hemling announced that they have also submitted another application to IKEA for the upstairs to be redone as well.

Ms. Breder thanked them for the cookies that they made for the Town Hall Staff.

Planning and Zoning - Dianna Battaglia

Ms. Battaglia reported that the full report can be reviewed on the Town's website. There are 3 houses that will be built, one is on Maryland Avenue, and two others which are Habitat for Humanity homes. She attended her first Business Roundtable Meeting with local business owners and is looking forward to growing that participation and partnership with our local business owners. The Tap into the Tavern event on June 30th turned out to be a great event and she thanked everyone who participated.

From the Floor

Dawn Cowhey, representing the Chesapeake Feline Association, announced that they had their inspection on June 18 for the Miss Cat Surgical Suite and they passed and received their official license July 1. They will be commencing with surgeries starting this Sunday. They will be open three days a week and are looking to come before the Board of Commissioners to ask to extend that time. We are looking to perform up to 30 surgeries, however, our list is 5 pages long of people requesting surgeries for their pets. They would like to invite everyone to their Ribbon Cutting Ceremony which will be held August 9th from 11:30- 1 p.m. with formal invitations coming soon. There will be an Open House for the General Public that Sunday. She thanked the Town staff, and everyone involved for their assistance during this process.

Brenda Shipley, who resides at the 1317 Aiken Avenue Extended, inquired about putting no parking signs on her property. She commented that the apartment building diagonal to her at 1326 and 1328 Aiken Avenue extended just put 4 new parking spots in front of

their apartment buildings and have parking in the back and their guests are parking on her side of the street in front of her house. She believes that there was to be no parking on her side of the street because of the fire hydrants being located between two other rental properties with a different owner on her side of the street.

Chief Miller is familiar with the area but not the circumstances. If possible, he can come out on Thursday and look at it and talk to her. He knows that there are State regulations as far as fire hydrants go in blocking fire hydrants. As far as just posting no parking signs we have to be careful about that, he will take a look at it.

Ms. Shipley reported that it also poses issues with CSX trucks and big tractor trailers coming in who need to make wide turns when coming back out.

Old Business -

Mayor Ashby called Commissioner Taylor for remote participation. Upon contacting him he asked Commissioner Taylor if he could hear him, to which he confirmed that he could. He asked the board and those present if they could hear Commissioner Taylor to which they confirmed that they could. Mayor Ashby also announced that any votes taken during the meeting that the Mayor and Commissioners participates in remotely shall be taken by roll call.

Ordinance 2018-08 Building Construction

Ordinance 2018-08 - for the purpose of repealing certain Town of Perryville regulations relating to building construction in the Town; providing for building construction in the Town to be undertaken pursuant to certain provisions of Cecil County law; and generally relating to building construction in the Town of Perryville.

Motion was made by Commissioner Ryan and seconded by Commissioner Linkey to approve Ordinance 2018-08 Building Construction. **Roll Call vote:** Commissioner Reich: Aye, Commissioner Ryan: Aye, Commissioner Linkey: Aye, Commissioner Taylor: Aye, Mayor Ashby: Aye. **All in Favor: Motion Carried.**

Ordinance 2018-09 Brush, Weeds, and Grass

Ordinance 2018-09 - for the purpose of defining certain terms and modifying certain penalties to assist in the enforcement of regulations relating to brush, weeds, and grass in the Town of Perryville.

Motion was made by Commissioner Reich and seconded by Commissioner Ryan to approve Ordinance 2018-09. **Roll Call vote:** Commissioner Reich: Aye, Commissioner Ryan: Aye, Commissioner Linkey: Aye, Commissioner Taylor: Aye, Mayor Ashby: Aye. **All in Favor: Motion Carried.**

New Business

Planning and Zoning Member consideration -

Ms. Battaglia commented that we had an application submitted from a resident to serve as a member of our Planning and Zoning Board who is presently serving as a volunteer on our Green Team.

Motion was made by Commissioner Ryan and seconded by Commissioner Reich to appoint Elizabeth Charleton to the Planning and Zoning Board. **Roll Call vote:** Commissioner Reich: Aye, Commissioner Ryan: Aye, Commissioner Linkey: Aye, Commissioner Taylor: Aye, Mayor Ashby: Aye. **All in Favor: Motion Carried.**

Façade Grant Application

Ms. Hickman presented a request for two Façade Grant Applicants for two properties, one located at 619 Susquehanna Avenue, the other at 634 Cole Street.

Motion was made by Commissioner Ryan and seconded by Commissioner Reich to approve the request for the Façade Grant Application for 619 Susquehanna Avenue and 634 Cole Street.

Fred Sussman, the Town Attorney, suggested that the amount approved be part of the motion for each of the two projects.

Commissioner Ryan amended his motion.

Motion was made by Commissioner Ryan and seconded by Commissioner Reich to approve the request for the Façade Grant Application for 619 Susquehanna Avenue in the amount of \$10,575.00 and the Façade Grant Application for 634 Cole Street in the amount of \$4,184.00. **Roll Call vote:** Commissioner Reich: Aye, Commissioner Ryan: Aye, Commissioner Linkey: Aye, Commissioner Taylor: Aye, Mayor Ashby: Aye. **All in Favor: Motion Carried.**

Motion was made by Commissioner Linkey and seconded by Commissioner Reich to adjourn the July 3, 2018 Town Meeting at 7:45 p.m. **Roll Call Vote,** Commissioner Reich: aye, Commissioner Ryan: aye, Commissioner Taylor: aye, Commissioner Linkey: aye, Mayor Ashby: aye. **All in Favor: Motion Carried.**

Respectfully submitted,



Jackie Sample
Perryville Town Clerk

Statement Regarding May 15, 2018 Closed Meeting for Inclusion in Minutes July 3, 2018 Town Meeting Minutes

On May 15, 2018, the Mayor and Commissioners of Perryville conducted a closed meeting at 6:56pm in accordance with General Provisions Articles, §3-305(b)(8) To consult with staff, consultants, or other individuals about pending or potential litigation; Commissioners: Pete Reich, Michelle Linkey, Robert Taylor and Ray Ryan III, were in attendance as well as Mayor Ashby. In addition to Mayor and Commissioners, Denise Breder, Town Administrator, Tara Blevins, Office Clerk attended the closed session. During the meeting, there was discussion on the MS4 permit whether or not to challenge the permit. The meeting was adjourned at 7:13pm.