

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

ATTENDANCE: Mayor: Robert R. Ashby Jr., Commissioners: Pete Reich, Robert Taylor, Town Administrator: Denise Breder, Planning & Zoning Director: Dianna Battaglia, Planning and Zoning Coordinator: Amanda Hickman, Police Chief: Al Miller, Outreach Director: Danielle Hemling, Town Clerk: Jackie Sample.

Absent: Commissioners: Michelle Linkey, Raymond Ryan III

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 by Mayor Ashby at 7:00 p.m.

Pledge of Allegiance

Approval of Town Meeting Agenda

Mayor Ashby asked for a motion to approve the October 2, 2018 Town Meeting Agenda.

Motion was made by Commissioner Reich and seconded by Commissioner Taylor to approve the October 2, 2018 Town Meeting Agenda. **All in Favor: Motion Carried.**

Consent Agenda Items: Mayor Ashby asked for a motion regarding the consent agenda items, which include the August 21, 2018 Work Session Minutes, and the August 21, 2018 Closed Work Session Meeting Minutes, the August 21, 2018 Special Meeting Minutes, the September 4, 2018 Public Hearing Minutes, the September 4, 2018 Town Meeting Minutes, and the September 18, 2018 Work Session Minutes.

Motion was made by Commissioner Reich and seconded by Commissioner Taylor to approve the Consent Agenda Minutes as written. **All in Favor: Motion Carried.**

Mayor Ashby requested for the Commissioners to report first.

Commissioner Reich's Report -

Commissioner Reich reported that the Water Treatment Plant and the Wastewater Plant were both in full compliance with the State and Federal requirements. He attended the kickoff meeting with KCI regarding their work on our MS4 permit. Commissioner Reich met with Ms. Holly, who is in the Auxiliary for the American Legion to discuss a way to get the word passed through the Legion members on how to get e-alerts from the town website. He has been trying to find a way to get the towns residents on the town's

website to get important information. There are so many new things coming about, especially with the MS4 permitting, which requires us to keep the public informed of the process. It would assist us by doing that through e-alerts, along with the newsletters and educational pamphlets that we will have to send out. He was also hoping to get the Fire Company and the Little League involved as well, since they are both also big organizations in town.

Commissioner Taylor's Report -

Commissioner Taylor reported that they had a Planning and Zoning meeting on the 17th of September, primarily dealing with a previous discussion on the infill development zone of the previous outlet site. Also, last month the Police Chief arranged a ride along with Sergeant Nitz, to learn some more about the Police Department.

Mayors Report -

Mayor Ashby reported that he was invited by Major General Taylor to attend their Octoberfest. He was a spectator for the Al Cesky race that came through our town from Havre De Grace. He also attended a Casino meeting, along with numerous regular meetings, and a Gold Stars Mother's Brunch.

Town Administrator Report – Denise Breder

Ms. Breder thanked the board for allowing her to attend the ICMA conference last month in Baltimore, she attended several seminars there and will be bringing some of that information back to share with the staff. She reported that Jackie reached out to the State of Maryland on the status of getting our fully executed Grant Agreement back for the Monument sign. They currently have a backlog of getting the executed agreements done and are unable to give us a date at this time, which is why the construction of the monument has not been started. She has had some recent emails back and forth with CSX to find out if there has been any implementation of new procedures related to high wind events and having trains not cross the bridge during high wind events. She has had emails going back and forth between the Federal Railroad Administration and a representative from CSX, who have informed her that some new procedures have been implemented, so there hopefully will not be a repeat of the last event. This item will come off of this report for the future, as that was the final thing that she had to report on for that topic.

Mayor Ashby inquired if we have received a check yet, in regards, to the train derailment, and if so when are we going to pave the damaged parking lot.

Ms. Breder responded that we did receive the check and we will need to do a Budget Amendment to bring it into the current Fiscal Year to have it paved. She had to re-schedule the September 13 Green Team Meeting, so the next meeting for the Green Team is November 7 at 5:30 p.m. here in the Town Hall Meeting room and we welcome

any new members wishing to join. Our Greenway meeting was held on September 26 and our next meeting is scheduled for December 5th at 10 a.m. in the Town Hall Conference room. The contract was issued with our consultant who will be working on the implementation of some of the parts of the MS4 stormwater permit on behalf of the Town of Perryville. One of the first things that we must do for the MS4 permit is submit a signed Notice of Intent to comply with the permit by October 31st and the consultant has given us a draft of that NOI for consideration and there are a couple of questions to be answered and then it will be ready to send to MDE by October 31st.

Commissioner Reich asked what her thoughts were on it so far.

Ms. Breder responded that it seems to be fine so far, they have met with the staff to determine what things that we want to see in the GIS mapping, and we have hammered that out.

Commissioner Reich was asking if the NOI meets the requirements of the permit.

Ms. Breder responded that the NOI just basically states that we are going to comply with the permit and they ask a couple of questions, and we did put a statement in the NOI that we may not be able to meet the 20% mitigation requirements, so that MDE is aware that we have some concerns on meeting that requirement.

Ms. Breder reported that a certified letter was sent to North Point builders today, as well as an email, regarding the Police Department punch list and when they are going to complete those punch list items and she believes that October 11 was the end of the one - year warranty period. We did reject the bids that we had gotten for the Little League field at the last Town Meeting. Ralph Ryan sent notice to the bidders and returned the bid bonds and has submitted to her an updated scope of work for review, and we hope to get that out by the end of this week or early next week to get new bids on the updated scope of work for the Little League project.

Treasurer's Report

Ms. Breder reported on some items that Ms. Laubach had asked to be highlighted from her report. Effective immediately, the Finance Department is now going to be doing billing for invoices and statements for Planning and Zoning projects. Those invoices were prepared for the first Fiscal quarter and statements were sent out. We are now working with Govdeals and several of our surplus copy machines were sold and picked up. The remaining items are stored at the Police Station and are currently listed on Govdeals, who we have now listed with since we were not getting a very good response through Municibid. The Finance Director had been looking into cash back credit cards and had made the determination that the best one was with our current bank, which is PNC, so we are moving forward with that cash back credit card.

Police Report - Chief Miller

Officer Huffstutler will be getting an award on the 11th of this month from the Maryland Police Training Commission for instructor of the year. He also wanted to thank Commissioner Taylor for riding along with Sergeant Nitz to get a better understanding of what we do. Chief Miller reported that he has a meeting scheduled tomorrow with Jane Bellmyer, from the Cecil Whig, who has offered to do a report in the Cecil Whig about some fraud that has been going on around town. Residents have been getting quite a few calls from individuals claiming to be credit card companies and banks and other sources who are trying to defraud our residents. He has a meeting tomorrow with both IKEA and the casino, who are both our larger employers to go over plans to better protect themselves and ourselves considering the recent shooting that happened at an Aberdeen warehouse. On the 27th of October from 10 a.m. to 2 p.m., they will be having their drug take back initiative going on at the Police Department. We have been spending quite a bit of time in the local schools talking to the Principals and Vice Principals about creating a safe and secure environment in our schools. We have also been working closely with the Transportation Authority to put together some strategic plans with them since they are our closest backup.

Commissioner Taylor inquired if the drug takeback event was just a one-day event.

Chief Miller responded that it is, there are 3 events that are held throughout the year. This is a Statewide event where all of the local jurisdictions and the State and County Police have a collection site and it is heavily advertised by the Drug Enforcement Administration. Our Police Station has a box that resembles a mailbox that people can drop prescription drugs in at all times when we are open.

Outreach Report – Danielle Hemling

Ms. Hemling reported that the Outreach Program had around 390 kids who attended in the month of September, and currently have 45 active members and two new members. Since the members are starting back into the school year they start out with doing their homework as soon as they come in the door or grab a book to read if they do not have homework. Since we have had such an increase in the number of children we are feeding on a nightly basis we have started to track the amount that we are feeding, which on average is about 16 kids a night and can be as high as 25 or 30 kids a night. This year we started letting the kids sign up for it so that we know that they need it and are getting fed. We participated in a worldwide Suicide Prevention Day with the members. We are doing a care package for the soldiers and the kids are writing letters to soldiers overseas. We volunteered for the Food Pantry and participated in the Perryville Elementary School Back to School night. We have established a good relationship with the Perryville Elementary School and they have given back to us as well, and have given us tons of food, and random members of the community are dropping off food items as well. We are having a Fall Fest on October 27th, the same day they are doing the Drug

take back event. We will have vendors and a booth can be purchased for \$25 and the proceeds will go back to the Outreach Program. We have gotten a lot of donations from different businesses for a raffle basket to be auctioned off. We are going to have a moon bounce and a DJ and face painting and pumpkin painting.

Commissioner Reich asked where the Fall Fest was going to be located.

Ms. Hemling responded that we have talked to AMTRAK and we will actually be blocking off 2 Perryville Town Center Drive and we will be right in front of the Police Department and use the old AMTRAK road behind the Police Station to allow for parking in the town parking lot.

Mayor Ashby inquired if they have started anything for Thanksgiving yet.

Ms. Hemling reported that we have created a form and have put it on facebook for people that may need a Thanksgiving or Christmas Dinner can put in for it; it may have to be one or the other we may not be able to do both. The forms are handed out through the Elementary School and through our members. An anonymous donor has already agreed to adopt 16 children to provide for at Christmas.

Mayor Ashby inquired what is involved in that process of adopting a child to provide for at Christmas.

Ms. Hemling responded that we give you a list of what the kid wants and sizes on clothing and you can spend what you want, however, we do not want gift cards or money. She believes that last year with the help of local charities and between us and the Elementary School we did over 100 kids, and they are kids in Perryville. Contact us at the Outreach and we will have a list and a kid and everything that you need, we just give first names and gender and sizes, etc.

Commissioner Reich asked if you can also do games and books and toys.

Ms. Hemling responded that you can, we ask each kid to provide a small list, so that you have a general idea of the age range, etc. One of the charities that helps us out gives bikes to every kid that they adopt, so if you have a new or used bike you can drop it off at the Outreach building and we will make sure that the charity gets it to distribute accordingly.

Planning and Zoning - Dianna Battaglia

Ms. Battaglia reported that her full report will be available on line. The Planning and Zoning Department has issued a Zoning Permit for the condos for repairs to the foundation and pilings, so that will be moving forward. We are always looking to attract different businesses into town and fill up empty suites. She just found out this evening that Pure Vida Yoga will be re-locating to Perryville Station.

Commissioner Reich commented that when he spoke to Holly at the Legion she had mentioned that they were going to partner with the town for the Halloween Party.

Ms. Battaglia confirmed that they are partnering with us.

From the Floor

No comments were made from the floor.

Old Business

Ordinance 2018-14 BG&E Agreement Extension

Ms. Breder stated that we had a 50-year Franchise Agreement with BG&E that expired this year and this new Ordinance will extend the prior Franchise Agreement another 50-years with some additional terms that were added. It was discussed at a Work Session and introduced at the last meeting, so she is asking for a vote this evening.

Motion was made by Commissioner Reich and seconded by Commissioner Taylor to approve Ordinance 2018-14 BG&E Agreement Extension. **All in Favor: Motion Carried.**

Resolution 2018-10 Revitalization Grant Program Amendment

Ms. Hickman explained that we just made the change that you had requested at the last Work Session by removing the changes to the 6-month requirements and leaving in the inclusions for the contractor that were discussed.

Motion was made by Commissioner Reich and seconded by Commissioner Taylor to approve Resolution 2018-10 Revitalization Grant Program Amendment. **All in Favor: Motion Carried.**

New Business

Resolution 2018-13 Cedar Corner Annexation Plan- Introduction

Ms. Battaglia explained that this was discussed previously at the last Work Session and this is for introduction tonight. Mr. Palmisano has two lots on Cedar Corner Road that had an agreement with the town to connect to water with the request that he annex when it becomes contiguous, so that is what we are doing here tonight. This Resolution is the Annexation Plan which is associated with bringing 2.793 acres of land into the Corporate limits of the Town of Perryville.

Resolution 2018-14 Cedar Corner Annexation- Introduction

Ms. Battaglia explained that this Resolution is the one that enlarges the corporate boundaries, which would come into effect after we have the Public Hearing for the Annexation, this is also the introduction.

MD Byways Video Request

Ms. Battaglia stated that Cecil County Tourism has contracted with the Department of Commerce to make a video to be part of MD Byways Video on-line, it is a short YouTube video. They are going to include a visit to Rodgers Tavern and our pier and the grounds around Rodgers Tavern. This has been scheduled for next Tuesday October 9th and she is asking for the board to review the release and vote on the release that was provided by the movie company that is shooting the video. They will be here approximately an hour and will not be going inside the building just the grounds and Mr. Sussman has reviewed the agreement. The only thing that she has done on the original is scratched off where it says or Florida, because we are not in Florida, so that can be initialed when we sign it.

Motion was made by Commissioner Reich and seconded by Commissioner Taylor to approve the release for REJ Associates for the MD Byways video. **All in Favor: Motion Carried.**

Snow Removal Contract Extension Request -

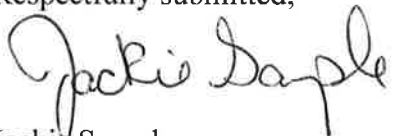
Mayor Ashby commented that we have a request for a one-year extension for a current contract with McGuirk Construction for snow removal.

Ms. Breder confirmed that the prices were the same as the prior year.

Motion was made by Commissioner Reich and seconded by Commissioner Taylor to approve the request for a one-year extension to the current snow removal contract. **All in Favor: Motion Carried.**

Motion was made by Commissioner Taylor and seconded by Commissioner Reich to adjourn the October 2, 2018 Town Meeting at 7:40 p.m. **All in Favor: Motion Carried.**

Respectfully submitted,



Jackie Sample
Perryville Town Clerk

**Statement Regarding August 21, 2018 Closed Work Session Meeting for Inclusion in
Minutes of the October 2, 2018 Town Meeting**

On August 21, 2018, the Mayor and Commissioners of Perryville conducted a closed meeting at 8:05 p.m. in accordance with General Provisions Article, § 3-305(b)(1) (i) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or (ii) any other personnel matter that affects one or more specific individuals. Mayor Ashby, Commissioners Linkey, Taylor and Reich all voted in favor of conducting the closed meeting, Commissioner Ryan was absent. In addition to the Commissioners, the Assistant Town Administrator, Cathy McCardell, Town Clerk, Jackie Sample, and Financial Director: Debra Laubach attended the entire closed session. During the meeting, Ms. Laubach gave an update on the Local Impact funds and the reclassifications that were needed to correct the way that they had previously been classified by staff.

Motion was made by Commissioner Reich and seconded by Commissioner Linkey to adjourn the Closed Session at 8:09 p.m. **All in Favor: Motion Carried.**