

Town of Perryville  
Work Session Minutes  
November 16, 2023, 6:30 p.m. at the Perryville Fire Company

Attendance: Mayor: Matthew Roath, Commissioners: Michelle Linkey, Robert Taylor, and Timothy Snelling, Christina Aldridge, Town Administrator: George Patchell, Finance Director: Debra Sharpe, Police Chief: Robert Nitz, Town Clerk: Jackie Sample.

The November 16, 2023, Work Session was called to order by Mayor Roath at 6:30 p.m.

**Motion** was made by Commissioner Taylor and seconded by Commissioner Linkey to approve the November 16, 2023, Agenda as written. **Four in Favor: Motion Carried.** (Commissioner Aldridge had not arrived yet.)

**Introduction of Circuit Rider Grant Writer Marlene Muro**

Mr. Patchell introduced Marlene Muro who has been contracted to be our Grant Writer and has been with us for about a month now. She moved here from Los Angeles to Elm Street where she currently resides and her office space is the conference room upstairs, during construction she has been downstairs with us. She represents us along with Port Deposit and Rising Sun.

Mayor Roath inquired if there was any particular project that she is working on right now.

Ms. Muro stated that through doing some research and familiarizing herself with the area and going through the Comprehensive Plan and identifying what grants are available and talking to George and Chief Nitz as well. After doing her research she came across one called Hometown Grant which is through T-Mobile, and she had a meeting with the Police Chief and Danielle over at the Outreach Program and she has started on a rough draft for it. This is to figure out if we can bring in more technology to the Outreach Program, to get new computer systems and possibly play stations that they may not have at home. She has another follow up meeting scheduled with Danielle on the 21<sup>st</sup> to figure out specifically what she can tailor the grant for.

Mayor Roath inquired what he and the other Commissioners can do to assist with her process as you go through it.

Commissioner Aldridge arrived at 6:34 p.m.

Ms. Muro commented that this grant does ask for five letters of support.

Mayor Roath commented that there are five of us but that may be too close.

Ms. Muro responded that the grant suggests up to five letters, she can give more information on what the letter should entail.

Commissioner Linkey suggested having one from the Police Chief, one from the Town Administrator, one from the Mayor, and one from her being the Commissioner over public safety and then one other person, instead of having one all board members.

Commissioner Taylor suggested a member from the 5013c organization.

Commissioner Linkey clarified that Ms. Muro was going to send them information regarding content for the letters of support, to which she confirmed.

Mr. Patchell commented that he will also send out Marlenes email address since she does have a Town email address.

Ms. Muro wanted to thank the Chief and everyone at Town Hall who was extra supportive and made her feel welcomed.

### **Budget Amendment Ordinance 2023-18**

Ms. Laubach commented that this is the largest budget amendment that she has made since she has been here as far as line numbers are concerned due to shortages in many departments and a lot of carry over from last year. We received another small check from the opioid settlement which was assigned to Daniele to use for educational purposes, which is one of the stated purposes. The Police Department had gotten money last year at the very end of the year from LGIT for \$3,450, it was not set up for the training, which was the purpose of it until this year, so she had to bring that over. We had to recognize \$75,000 for the Ice House Park grant and every department was short for regular insurance already, LGIT was paid at the beginning of the year, and it was substantially more than what she had even allowed for, so that was covered.

Mayor Roath asked what the overall debt was for all of the insurance, Ms. Sharpe believes it was about \$24,000.

Ms. Sharpe commented that the ring-o-matic had been pushed back multiple years, it did not come in last year when we decided to bring the funds over, there will be an adjustment on that balance, they are going to have to get a different unit and it is going to cost more. She had to bring money in for a phone for our Engineer. We received a grant last year for improvement of the website and purchase of banner displays throughout Town, it is a reimbursable grant, and the majority of the work was done this year, so it had to roll over. For the Water fund, Aaron had asked that we fund the rest of the fire hydrant locks so that project can be finished to minimize the amount of water that is stolen. We had to fund the water distribution study for \$15,000.

Mayor Roath asked if we had planned to do all hydrants, and if we are continuing to have a problem which is why we are continuing to buy more.

Mr. Patchell responded that not all of the hydrants were outfitted so we could wait for that, there have not been ongoing problems, but have been problems.

Commissioner Linkey inquired if we could do fewer of them instead.

Mr. Patchell commented that we can do as little or as much as you want.

Commissioner Aldridge recalled that when this was discussed last year, they were only done for the problem areas.

Commissioner Taylor commented that we did have an issue where the casino ones were not locked, and people were taking water from hydrants behind the casino.

Mr. Patchell responded that they were on Turnpike Drive as well.

Commissioner Taylor believes that most of the ones that are unlocked in highly residential areas are less of a problem, that the remote and commercial areas are most of the problem and if we have enough of those to cover them then we can wait until the next budget cycle for that line item.

Commissioner Snelling inquired if we have a number for the ones that have not been covered so far.

Mayor Roath suggested possibly doing a strategic plan for this.

Mr. Patchell believes that there are around 80 hydrants that still need to be done.

Commissioner Linkey commented that would probably be the fiscally responsible thing to do would be to figure out the ones that are most important and make a list of that strategic plan and use just the funds needed.

Mayor Roath made note that this seems like an expense that can wait and if we continue to have problems address it at that point.

Commissioner Linkey mentioned maybe not getting as many as George had suggested instead of totally removing it.

Mr. Patchell mentioned as suggested by Commissioner Taylor to look into the more troubled area and come back with a number that will allocate the locks for those particular areas without some of the others. He will get with Aaron and PJ to come up with locations that they feel are more subject to the stealing of water.

Chief Nitz noted that they have taken less than 6 reports in a year time frame, mostly landscapers.

Commissioner Taylor gave an example of locks that were put in at his neighborhood that he does not feel is necessarily a high theft area which could possibly be redistributed to other more susceptible locations. He believes that it is probably something that we may eventually want for all of the hydrants but is something that can probably wait until the next budget cycle.

Mayor Roath agreed with Commissioner Taylor on waiting on the next budget cycle so that we know what our revenue streams are going to be if this is not going to be too much of an administrative issue.

Mr. Patchell responded that it has not been introduced, that portion can be eliminated so it is not included when the budget amendment is introduced.

Ms. Sharpe stated that she also included funds for the purchase of raw water and finished water pumps for the water plant expansion. Ms. Sharpe commented that we thought the T-Mobile was out of contract but they are still paying us so that was recognized, so she has budgeted them for the rest of the year.

Commissioner Taylor inquired if they could still ask for that money back if they realize they are out of contract.

Ms. Sharpe responded that they should not be able to because the tower is still there.

Ms. Sharpe commented that for interest income she transferred the funds for ARPA funds from General Fund MLGIP account to water creating a transfer of the interest income to the water department from the General. There was also for funds to purchase a pump check valve, the Scada computer for the water department, which is an upgrade for the water treatment plant expansion project along with the rental of water pumps while others were being repaired, and this number will increase by another \$11,000 because we just received another rental bill, which should be the last one. The last item was to fund AECOM to finalize the sanitary sewer upgrade.

Commissioner Linkey inquired how we are doing with legal fees.

Ms. Sharpe commented that we are doing ok so far. In the proposal she had mentioned the ring-o-matic vac. And other shortfalls, one being a contractual service engineer which ran over in the Planning and Zoning Department going high., along with repair and maintenance in Public Works has gone very high.

Mr. Patchell relayed that some of that engineering will be in and out as well, mainly having to do with the potential Annexation of 50 Mill Creek. We just finished the Water and Sewer Study which you will get a presentation of at the December Work Session, we pay for it up front, but we will be reimbursed for that study.

Commissioner Taylor asked what will happen if the Annexation does not go through if we will be on the hook for it.

Mr. Patchell responded that we will not they will still be responsible to reimburse us, we contract the engineering firm and then reimburse ourselves with their funds.

### **Review Process for Town Grant Programs**

Mr. Patchell had sent out an email last week asking for recommendations for the Town's Grant Program process, and he did receive comments from the Mayor and all Commissioners. He has provided those recommendations for the various categories.

Mr. Patchell summarized the Not-for-Profit grant recommended changes to the eligibility requirements. The First recommendation was not for profit organizations that are located within the incorporated Town limits are awarded more points during the committee evaluation. The next recommendation is adding points for non-previous award winners- Example: maybe 10 points for new applicants, 5 points for one previous and 1 point for multiple awards.

Mayor Roath was ok with the first one, suggested adding a time frame to the second one. Not wanting to have an organization that may have received one 10 years ago get negatively hit.

Commissioner Linkey suggested 10 for new awards, 5 for one previous award within 3 years, 1 point for multiple awards within 3 years.

The board concurred with that.

Mr. Patchell presented the next set which was the business grant recommendations. Adding an advance of \$3,000 for business and revitalization grants, not for just 501c grants which will also be paid out to the contractors.

Commissioner Linkey clarified that the advancements to the 501c go to the contractor and not the non-profit.

Mr. Patchell commented that we do not have those terms and conditions in writing we have done revitalization advances to award winners who have not had the funds up front, so this would allow us to do that formally.

Mayor Roath noted that he struggles with whether this is a charitable thing or a value type of program for the community. He sees this as more of a functional way of going about helping the applicant.

Mr. Patchell responded that there are occasions when residents, because of their financial situation at the time, do not have the funds up front to pay the contractor.

Commissioner Taylor brought up that in many cases such as getting a roof replaced you will not have the entire funds to pay for the roof up front, so you will finance with the company and pay them off long term, this advancement could be a down payment up front.

Mr. Patchell stated that this would close that loophole for those that may not have the funding up front, which was a deterrent to a lot of people applying because of that requirement to pay the 10% to the contractor. He does not think that was the spirit of the grant when it was initially started years ago.

Commissioner Linkey suggested the second one as the same for the non-profits as far as the adding points for non-previous award winners, etc. adding the 3-year time period to each one of them including the revitalization grants.

Mayor Roath stated that he had a conversation with the Economic Development person in Harford County in regard to these types of grants and their functionality. Their suggestion was instead of doing them just for existing entities to offer a grant opportunity for new businesses to open their doors here.

Mr. Patchell commented that typically that is an incubator program.

Mayor Roath inquired if there was a way for this to be both.

Commissioner Taylor thinks that is an excellent idea and if we have the funds to start an incubator program, he thinks it would be a good thing, but thinks that it needs to be a separate program. Since this one is based on the impact funds from the casino it is done on an annual cycle. There is a time of the year when you apply for the grants and a time of the year when we give the grants. With the incubator fund you need to have the funds available when a new business comes into Town and wants to get started with their plans instead of waiting until the next fund cycle for the funding to come around. He thinks that the incubator program is a good idea and something to be discussed, he just does not believe it is a good idea for the local impact grants because of the cycling of the funds.

Mr. Patchell believes that County Government had an incubator program as well within their Economic Development and does not know how much it is utilized and he thinks Cecil County has one as well.

Mayor Roath would like to see us make an investment into spurring commercial growth in the community instead of having a situation that can be competitive with other communities in Cecil County. He asked Ms. Sharpe if we are able to have a flexible type of award approach for the VLT Grants.

Commissioner Taylor believes that he is asking if we can take some of the VLT money that we give out on an annual grant basis and establish an account that we fund so that we can have it available for when a business comes into Town and says they want to start a business.

Ms. Sharpe responded that you would have to fund it every year.

Commissioner Linkey asked for clarification that it would not be a time limit, it would not have to be in by September 1<sup>st</sup>, it would just be open.

Ms. Sharpe explained that it would come back into the fund balance and come back out again every year.

Commissioner Taylor gave an example if we had \$100,000 in grant funding every year and we take \$25,000 of it and put it into the incubator fund and then just leave it there. If a business comes in and says they want to start a business, we can provide them with that funding and if they do not apply for it then it can just roll over onto the next year.

Ms. Sharpe responded that it could.

Mr. Patchell responded as long as it fits in one of the five categories that we have to provide to the County, and he thinks that we could do that.

Commissioner Linkey commented that technically we would not have to use the impact fund grants to do the incubator grant, we could use what funds we wanted to.

Ms. Sharpe commented that you would just have to commit the funding.

Mayor Roath inquired if we max the funding out that we put into the VLT programs or are we at the bottom level.

Ms. Sharpe responded that we could put however much we want to put in there as long as we meet one of the five criteria's.

Mayor Roath commented that we can put in \$30,000 or we can put in \$300,000.

Mr. Patchell responded that there is no ceiling or floor, it is what the board has determined to put in there. The floor is the minimum that you have to do which is funded, but what we have in there is at the discretion of the board.

Commissioner Taylor also pointed out something that we were trying to move toward was not to use the VLT Grants for our capital and main budget items, but trying to fund the Town's main budget with the Town's revenue so if the casino burns down or something we are not in trouble. As we start to move away from funding budget items then that will be more available for the VLT Grants and used to fund an incubator account.

Mr. Patchell commented that the water and sewer enterprise funds were an example of using the VLT funding to supplement those two accounts, now with the rates after this water and sewer study and the rate increases implemented will be less money we are using from VLT funding every year to make those accounts self-sufficient.

Commissioner Taylor thinks the incubator program is a great idea but thinks that it is something that we should start discussing at the budget cycle next year.

Mayor Roath made note that if we really want these grant accounts to grow, we are probably going to really have to tighten up our offers, what we hand them out to and for, etc. because we are at the discretion of how many people apply and who qualify. He believes that we have had situations where some have not been qualified and got them anyway because nobody else applied.

Commissioner Taylor commented that we have also had issues in the past where we had budgetary issues and declined grants because of the lack of liquidity. During COVID we cancelled all of the grants.

Ms. Sharpe commented that we did not fund them for two years during COVID.

Commissioner Taylor commented that it is a budgetary decision at the discretion of the board every year during the budgetary cycle.

Mayor Roath reiterated that if we were to do something like that then we would need to tighten up the rules, which is what we are discussing tonight in regard to the grant programs.

### **Revitalization Grant Applicant Recommendations**

Mr. Patchell read the recommendations for changes to the revitalization grant eligibility requirements. The first one was that grant awards will not be granted to applicants in consecutive years unless funds are available after meeting all potential requests. The second one was that previous Town elected officials are not eligible for grant funding until 5 years removed from office. Adding an advance of \$3,000 for business and revitalization grants is not just 501c grants which will also be paid to contractors. Last was the same as the other two grant categories regarding adding points for non-previous award winners, 10 points for new applicants, 5 points for one previous, and 1 point for multiple awards.

Mayor Roath stated that he would be willing to go to 3 years for the elected officials.

Commissioner Linkey inquired why we are excluding them they would be citizens once no longer in office.

Mayor Roath commented that we tried to put into our Charter for this board and people that volunteer their time get paid and what has happened is two previous elected officials who were opposed to us getting paid are getting paid a significant amount of money through the grant program.

Commissioner Linkey stated that there is a point system that they follow and are recognized by that point system as to who gets it and once they are no longer elected officials they are citizens.

Commissioner Aldridge commented that she would not be voting for that.

Discussion ensued.

Mayor Roath commented that we had a situation where a previous Mayor was awarded a grant for the entire amount by a person that he had a close relationship with when it came down to work. In addition to that the project that they got paid for which was around \$8,000 or \$9,000 for a trim job which was presented to us as painting of the entire house which actually got done in February as an external project and nobody questioned it. We are trying to tighten up this application process for the very reason that personal relationships steer the tax dollars to people's friends and relationship partners.

Commissioner Aldridge made note that she would like to think that with all of the time that she volunteered and dedicated to her community that when her time is over that she is able to get assistance just like anybody else.

Mayor Roath inquired what was wrong with waiting three years to get that.

Commissioner Aldridge responded that she does not know what is going to happen before that.

Mayor Roath responded that this is a competitive situation, one person cannot have an advancement beforehand or an agreement beforehand for tax dollars, it is not just unethical it is illegal.

Commissioner Linkey suggested maybe looking through the 1-10 qualifications for each of the systems and be more regulated to what each number means on what qualifications that you have met so there is no real discrepancy between what the numbers mean. She does not necessarily think that is

needed but is looking to find a middle of the road. Her feeling is if they are no longer an official, they are a citizen just like everyone else.

Mr. Patchell inquired if we are going to include or exclude this recommendation.

Commissioner Aldridge responded that she will not be voting in favor of that.

Mr. Patchell is asking because these recommendations will be put into Resolution form and voted on like that, so he is getting feedback today for that.

Mayor Roath inquired for each one or as a group, Mr. Patchell responded as a group.

Mayor Roath commented that something has to be put in here as a protection for the taxpayer regarding the people on this board once they get off this board, three years is a natural number.

Commissioner Aldridge commented that she will vote against the whole thing then.

Mr. Patchell commented that he can talk to our Attorney to see if we can create Resolutions for each one of the recommendations or you can decide this evening at the Work Session whether you want to include this as part of a Resolution or exclude it as part of a Resolution of what we are putting forward.

Mayor Roath commented that all he asks is that this is put on a public forum so that these Commissioners can go ahead and vote against it publicly.

Commissioner Linkey commented that she has no problem voting publicly for anything.

Mayor Roath had mentioned that there was a significant disagreement when it came down to the word structural in this process which he believes can be manipulated and it should be a professional opinion and proof should be provided that there is a structural problem.

Commissioner Linkey commented that structural could be that my front porch is in disrepair structurally.

Mayor Roath commented that the front porch is a visible thing.

Commissioner Linkey agreed but it is still a structural thing.

Mayor Roath commented that is not what this was meant for.

Mr. Patchell commented that it is number four of the application qualifications for the revitalization grant program.

Commissioner Linkey responded that this is probably another one where we could do something with the point system as far as worthiness, whether it be the front or the entirety or back, so that something that was more of the façade front would be worth more than something on the side or the back. She does not have a problem with the word structural because she thinks that it relays to the structure itself not just painting or siding.

Commissioner Aldridge stated that it already says exterior structural.

Commissioner Linkey agree but believes that when we initially talked about it was meaning for the exterior and the façade for the front visibility, although she is ok with it staying as it is but that was one of things that was talked about, and she was surprised it was not on the recommendations.

Mayor Roath commented that this grant needs to be a benefit to the community not just the individual. We cannot keep throwing money to people to continue to get their siding replaced or their back porch that nobody can see is falling in, which does not provide value to the community, it provides it to the individual.

Commissioner Linkey commented that siding is something that would have to be the whole thing you cannot just do three sides. She inquired if we want to give a stronger point value within the system rather than changing number 4, such as giving more points for being all façade.

Mayor Roath feels that visual improvements have to be noticeable and very obvious to the road. We would not do a façade grant for somebody that is a mile off of the beaten path.

Commissioner Linkey commented that it could be at the end of a cul-de-sac, to which Mayor Roath responded was around someone's home with traffic going by it.

Mayor Roath commented that we are giving out grants to people doing sidewalks in the back of their home that has no benefit to anyone else other than the individual who lives there.

Mr. Patchell suggested that maybe those that are interested provide him with some language for this and bring it back to the December 19<sup>th</sup> Work Session for discussion, we have some time before these grants go in FY25, so we have time to look at that language before we create Resolutions.

Commissioner Aldridge thinks that you are improving property value no matter what.

Mayor Roath replied for individual property value, to which Commissioner Aldridge responded was also to increase the property value of the Town as a whole.

Mr. Patchell commented that once he receives language then you can debate the recommendations that he receives between now and December 12<sup>th</sup> for the December 19<sup>th</sup> Work Session.

### **Discussion of Street Parking for Commercial and Recreational Vehicles**

Chief Nitz collected information from what the collective board discussed at the last Work Session and put it together and sent it to our Attorney for his comments, this is the first draft that has come back. Everything in all caps is new language replacing the old language which is in parenthesis. It defines a commercial motor vehicle, pulling it from §16-803 (C) of the Transportation Article of the MD Annotated Code definition and it has the recreational vehicle. Subsection §75-2 B. adds in the prohibition of Subsection A. Does not apply to the parking of boats and boat trailers on public property between 8:00 p.m. on Friday and 8:00 p.m. the following day. This allows a little bit of leeway for the boating community.

Mayor Roath inquired what stops someone from parking it there for the extended period of time then taking it away for two days and then bringing it back.

Chief Nitz responded that it is specific Friday 8 p.m. to Sunday 8 p.m., two and a half days later.

Mayor Roath interpreted the reading of the following Sunday as a week and a half away.

Chief Nitz interprets it as two days away but if the board wants, we can figure out another way to word it.

Commissioner Taylor suggested just adding 48 hours between 8 p.m. Friday and 8 p.m. on the following Sunday to clarify.

Chief Nitz stated that §75-3 A. for impoundment, in the previous section it states is hereby vested with the authority to, this replaces that with may impound any vehicle in violation of the section, it removes the Commissioners of Perryville or its authorized representative because it needs to be the Chief and the tow company that we determine to take the vehicle away. All of Subsection §75-3 B. is new, which reads a vehicle may be impounded under Subsection A. if the vehicle presents an impediment or hazard to the flow of traffic, creates other threat or impediment to public safety, or is abandoned.

Mayor Roath asked to go back to the previous one and asked if a person does not have any other realistic options, should an application for a variance or exception be considered for a specific amount of time or is that room for someone to abuse it.

Chief Nitz believes that would allow a vessel for abuse. If you move on to §75-4 it puts in there that we give them 24 hours written notice to remove the vehicle and the reason why and we can work with them on a grace period within our discretion that we have, but it also gives us the teeth in that section that we are looking for.

Commissioner Aldridge brought up subsection 75.3. A. which states that the enforcement officer ((is hereby vested with the authority to)) may impound a vehicle, which also leaves it to your discretion, saying that you may impound it.

Chief Nitz reminded her that the items in parenthesis are the old language to be removed. He stated that this is the first draft, and he has the 48 hours that we can add to it and anything else that you may see let him know and we will address it accordingly.

Commissioner Taylor asked the Chief if he feels that these changes in this will give you the to effectively and equitably deal with the parking situations in the downtown area.

Chief Nitz believes that this document as written provides clear language for the enforcement of it and gets rid of some of the ambiguity which was in the former one.

Commissioner Taylor commented if he adds the 48 hours to Friday at 8 p.m. to the following Sunday at 8 p.m. he is ok with everything else that is written.

Mayor Roath is going back to the word may because of the last discussion that we had involving grants, it allows personal relationships to come into play. He asked who has the discretion and the oversight of that discretion.

Chief Nitz commented that this goes back to your previous statement allowing someone who has some type of hardship, that allows some discretion we are not just robots we can work with the community and the public he thinks the word may is going to be key for this.

Mayor Roath stated that his struggle is he would like to have hard language but also some flexibility.

Chief Nitz commented that you can't have both.

Commissioner Aldridge asked for clarification that there is a paper trail, to which Chief Nitz responded that there was.

Commissioner Taylor does not believe that removing the word may is a good idea, it would take away from the whole community policing model where the police know the people in the community and what is going on and the ability of our police to make judgement calls when it is warranted, that is one the

things that we train and hire Police Officers for. He understands the Mayor wanting to put something in place but does not believe that removing judgement from the police is a good idea.

Mayor Roath agrees with that but inquired if there is a process after that, if we see a boat that is there for two weeks, he asked if there is a process to build into that which would provide rationale for why that has not been removed, or not cited.

Commissioner Taylor believes that if we saw a boat parked there for two weeks, we could ask the Chief about it in one of our monthly meetings.

Mayor Roath responded that with the word may in there we would have no way of knowing.

Chief Nitz stated that if there is a call for service, it gets logged in the cad and then notes are placed into the calls which he can pull up on the cad with a laptop or desktop computer and see if there are notes and why, if it was extenuating circumstances. He doesn't think that we should pigeonhole ourselves but will defer to the collective board on what they want to do.

Mayor Roath commented that he will defer to his process of note taking. He asked if the commissioners had any more comments on this, which they did not.

### **Town Hall Meeting Room Construction Update**

Mr. Patchell commented that the Town Hall meeting room was almost completely demoed. The carpet has been removed and the display case removed and some of the drywall has been removed and now we are waiting for the actual construction to begin. Before we decided to demo the room, we had met with our audio contractor and our general contractor to make sure that we compare the schedules so that once the work begins, we can get the room completed. Once that was agreed upon the general contractor came in and began the demo work. On Tuesday of this week our audio contractor came in to take a look at what the demo looked like and the work that he had to perform. He then informed us that he did not know if he was going to get here in December because they had some jobs that ran over, we let them know that we were not happy with that. It not only interferes with the Town itself, but also interferes with the general contractors' work who have other jobs lined up. So, at this point it looks like we are going to get lines run for the audio system on December 7<sup>th</sup>, which means that we will more than likely be at another location, probably here at the Firehouse again for our Town Meeting on December 5<sup>th</sup>. The goal is to be in the Town Hall by December 19<sup>th</sup> Work Session. Other things that occurred when we looked into the original desk and its construction, we realized it is not going to be able to be moved, it is nailed to the floor. The only option is to demo it or keep it and use it as a staff desk, so that is what we decided to do, to keep it and use it as a staff desk which will require a newly constructed Mayor and Commissioners desk to be built in front of what was the display case, The other thing that we discovered is that it is block wall and we cannot fish wire through like we thought we could do to the construction of the building and some of the materials. This will require the wires to be dropped underneath the floor down into the office area through the drop ceiling and wire it back up through the staff desk and the Mayor and Commissioners desk. The audio and general contractors both feel that they can complete the jobs with all of the specifications that we have, it is just going to take longer than was initially thought and will be more complex. We are going to put on matching desktops when the Mayor and Commissioners desk is constructed so that the staff and board desktops will match. The podium will be placed in the area where Commissioner Aldridge used to sit at an angle facing the Mayor and Commissioners and the crowd next to the staff desk and we are taking out Debbie's door to nowhere. So, this project is a lot more complex and in depth than was initially anticipated, which is very frustrating.

Mayor Roath mentioned that in depth and complex usually means more expense.

Mr. Patchell responded that it will be more, he does not have those totals yet, we do have some money located in that same account that was for some of the repair's renovations for the downstairs office lobby so that we will not have to come in for a budget amendment to finish off the Town Hall. We would only do what was needed to the lobby area with the remaining money and then reevaluate the lobby area for FY25 to see if we want to come back to some of things that were put forward initially.

A resident inquired if there was any grant money to get a new Town Hall.

Mr. Patchell responded that we re going to be in this Town Hall for a period of time and we are not investing their money in his view, we are upgrading the Town Hall meeting room which has not been upgraded in 30 years and will give a more positive experience to those coming to the meetings.

Mayor Roath inquired if it makes sense to continue to use the audio system that we have and with some of our promised revenue increases that are coming up have the aesthetic part done and then make a plan to invest more significantly into the audio system at a later time frame.

Mr. Patchell commented that we have already put a down payment down and the audio equipment has been purchased.

Commissioner Linkey mentioned that she has been talking to the library and they have two book discussions and she had volunteered the Town Hall and since we are not going to be able to do it for the two December meetings, she has spoken to the Chief and will let the library know that it will be at the Police Station in their conference room.

Mr. Patchell stated that he talked to the Chief about that today and stated that we can also put signs on the meeting room door in case people were to come here.

### **Speed Hump Discussion**

Mr. Patchell stated that we have had this on the last few previous agendas, and he did not receive any information on policies and procedures for the structure on how we would like it to be implemented. He stated that we can certainly revisit this next month, he can send out a notification and see if this is something that the board wants to continue and if so, he will need some guidelines on what exactly the structure of the language will be for speed humps.

Commissioner Aldridge stated that she has made her stance known, she will not be in favor of them because no matter how slow she goes over them she scrapes it every time.

Mr. Patchell questioned whether we have enough favorability on the board to keep having this discussion on developing language for this.

Commissioner Snelling made note that he is not necessarily in favor of it unless the residents come out and are outspoken about it that they want speed humps in their neighborhood.

Mayor Roath reminded everyone that we are just talking about putting language together not going out there and constructing them, a process to allow those conversations.

Commissioner Snelling asked if we have residents coming to us now saying that there is a need for speed bumps.

Mr. Patchell responded that this was initiated by Beacon Point HOA, but they have yet to show for any of it.

Commissioner Taylor believes that their HOA asked us if it was possible to do speed humps and after they asked us and when we started to discuss it the neighborhood determined that they did not want it.

Commissioner Linkey commented that we do not have a formal request, but we also do not have formal language to do that coming down to whether we want speed humps or not. If nobody does, she is more in line with Commissioner Snelling, after hearing from other municipalities and researching in general she is not particularly for it. If there was language put together, she would suggest that it is for a neighborhood, not necessarily for a thoroughfare so it would have to be very specific language.

Commissioner Taylor's suggestion would be if we get a neighborhood coming with a formal application to put speed humps in their neighborhood then we could develop the language for how that would be allowed at that time. Since nobody is asking for it and trying to develop the language for it now is just going to cost us legal costs and we may never get a request for it. If we annex in a neighborhood and they say we want speed humps, we can look at what the format needs to be and then implement it at that time.

Mayor Roath announced there will be no more discussion on this.

### **Boat Ramp Permits**

Mr. Patchell stated that we have discussed issues at the boat ramp as far as parking and whether or not we wanted to limit the number of daily permits that we provide down at the boat ramp, we also developed a chart of the revenue that we received from the boat ramp.

Commissioner Taylor asked how he would limit the number of daily passes, Mr. Patchell commented that it would not be limited you would have to exclude.

Mr. Patchell stated that there are 500 MD annual stickers for sale, with 50 being for out of state.

Commissioner Taylor asked what the cost for those are.

Mr. Patchell commented that it was \$50 for out of state and \$25 for in state and \$10 for daily passes.

Commissioner Taylor inquired what the most number of annual stickers sold was, which Mr. Patchell did not have the answer for stating we may have to go back to that information.

Commissioner Taylor inquired if the number of stickers that we have is mandated by MDE or the State.

Mr. Patchell responded that it is our own decision.

Commissioner Taylor asked for clarification that we have decided to sell 500 MD resident stickers and 50 out of state stickers.

Ms. Blevins corrected him on the amounts, it is a total of 500 permits, with the first 50 being out of state and 450 MD residents.

Commissioner Linkey made note that we had 500 total so we could decide what the split is ourselves, and she asked if we can only have 500.

Mr. Patchell responded that 500 is the amount that we have always done, we could always go to DNR, you just have to provide them for MD residents, so you can determine that number yourself. The Town has determined 500 in the past and we have not met that total.

Commissioner Taylor suggested that we could possibly get rid of the honor box and reduce the amount of in state permits sold to 400 and increase the amount of the out of state permits sold to 100 and increase the cost from \$50 to \$100 which would give us \$10,000 and another \$10,000 for the in state at \$25 a piece which would eliminate the daily out of state people coming unless they had a tag.

Mayor Roath appreciates him looking into the financials for him but for him it has nothing to do with financials, it should not be a revenue source. He commented that it is about safety and security and providing an amenity to our residents, he believes that we need to get control of the boat ramp as it is, there are trucks and cars, and vehicles with boat trailers parked all over the place along Roundhouse Drive during peak season. He stated that the honor box is not a full safe to keep people from using the ramp and not paying.

Commissioner Taylor commented that if we go to only boat ramp stickers and not the honor box then there is a foolproof way for the police to catch people who are launching without them.

Mayor Roath agreed with that.

Commissioner Taylor believes that the difference between selling 100 out of state versus 50 is not the end of the world and he partly agrees with him about the safety issue because it does get crazy down there. He also sees that we want the town to be a destination and the boat ramp is part of that. There are people that come to Perryville because of our access to the water.

Mr. Patchell mentioned that one of the things that the Chief and him have discussed was increasing the signage. We have an agreement with the MD Department of Transportation to park underneath the bridges, but we do not have the signage that says parking here. He mentioned that there are a few other locations where he feels we can increase signage to help them determine where they can park so they are not parking in areas that they should not be.

Commissioner Linkey agrees that this is not necessarily a money-making avenue, she asked what this revenue gets used for.

Mr. Patchell responded that it goes back into the general fund.

Commissioner Aldridge inquired if the boat ramp fees are just for the truck and trailer or the cars that come in as well with people that are getting on the same boat.

Commissioner Patchell responded that it is for people that are launching a boat.

Commissioner Snelling stated that those spots are painted specifically for that.

Mr. Patchell commented that we definitely can improve the signage, he does not think that a lot of the people even know that they can park underneath the bridge.

Mayor Roath commented that this conversation does not take into consideration the number of unsanctioned fishing tournaments that are held down there because of the day passes.

Commissioner Taylor went over his suggestion for the change to the amount of out of state stickers sold and the increase for the fee for them being sold. Changing the amount of out of state stickers

sold to 100 at \$100 a piece and the remaining 400 for in state with the fee remaining at \$25 and eliminating the daily permits.

Mr. Patchell commented that we will put this together in the correct format and have it on the December 5<sup>th</sup> Town Meeting.

Commissioner Linkey commented that we need to get that done so it is ready for January 1<sup>st</sup>.

Mr. Patchell commented that he needs to get wit Fred to determine if it will be a straight vote, a Resolution, or an Ordinance. If it needs to be an Ordinance, then it would not be voted on until the January Town Meeting.

Commissioner Taylor inquired if we could have a special session if it needs to be an Ordinance, to which Mr. Patchell responded that we could.

Mayor Roath commented that communication is probably not as necessary because people that will come to get the daily pass and see that it is no longer there will come to Town Hall to purchase an annual one and if they are in Maryland the chances are we are not going to run out.

Commissioner Taylor asked the Chief if this was going to overly affect his guys on the weekend checking trailer tags.

Chief Nitz stated that as he mentioned before that is what they did when he first came here. Whoever is on patrol stops down by the boat ramp, gets out of the car and observe whether there is a sticker on your car and if they have one and it is this year's sticker then you are good to go, if they don't, they get a citation.

Commissioner Taylor inquired if this is the same citation we were just talking about parking commercial and recreational vehicles.

Chief Nitz responded that it is a Town parking violation.

Commissioner Taylor asked if in line to what we discussed earlier about parking if you catch someone that is parking there and you give them a ticket and its \$25, does it increase to \$100 the next time.

Chief Nitz commented that it is \$100 if you violate the boat ramp parking each time.

Commissioner Aldridge does not see how they are going to be able to get parking passes on the weekend.

Commissioner Taylor commented that is true you are going to have a lot of people down there the first nice day of summer and you will probably be catching a whole lot of people without tags if we take the honor box away and they don't know about it.

Mr. Patchell suggested keeping the honor box there and putting a sign on it that states the honor box is no longer set, because those that are used to going to the honor box would go there and we would have to keep a sign there, but on the weekends they are still not going to be able to get a sticker.

Commissioner Linkey inquired if the Snackle Box was still planning on being there.

Mr. Patchell responded that he has not heard for the upcoming year.

Commissioner Linkey inquired if they would be able to sell them.

Mr. Patchell commented that they could not, they are a contractor and they do not work for the Town to make that transaction.

Commissioner Taylor stated that is too bad that we could not set up a franchise or something with them so that they could sell the trailer tags, it would be very convenient for us.

Mr. Patchell commented that we can look into that but does not think that will be the case.

### **Potential Dog Park Location**

Mayor Roath felt that there was not enough new information to discuss this and asked if anyone would object to it being tabled to the next Work Session.

Commissioner Aldridge said she would be.

Commissioner Linkey commented that she has no problem with that but wants to make sure that we get all of the information.

Mayor Roath commented that he was quite happy with the quote that we got on the fence, he knows that the discussion also revolved around doing artificial turf of some sort.

Commissioner Linkey stated that is what she was going to bring up that it will need to have something put down or else it is going to be a dust bowl or a mud bath at some point in time. She also inquired if the citizens have been contacted.

Mayor Roath responded that there is only one citizen that voiced opposition and he is in daily communication with him. He commented that we have not specifically talked about that, and we have not walked the property yet, so this will give us an opportunity to do that.

Commissioner Linkey said that there is more than one person there, she asked if he had only spoken to the one person.

Mayor Roath responded that only one person has shown significant opposition to it.

Commissioner Linkey stated that was not her question, she asked if he had talked to all of the other ones.

Mayor Roath said that there are only two properties that are adjacent to it.

Commissioner Linkey stated that there are four houses there, and that all four citizens should be contacted.

Commissioner Taylor mentioned he is fine with tabling this.

Mayor Roath asked if we did that for the amphitheater.

Commissioner Linkey did not recall.

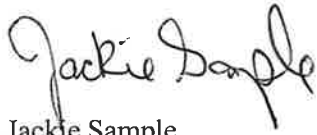
Mayor Roath said that he did not want to be setting a new precedent.

Commissioner Aldridge feels that with the possibility of people smelling dog crap every day she thinks they need to have an opinion on it.

Commissioner Linkey made note that it is not just the dog mess, it is the barking and if I was to have a dog and do not have a fence around my house or even if I have a fence, you have dogs barking at all times.

**Motion** was made by Commissioner Linkey and seconded by Commissioner Taylor to adjourn the November 16, 2023, Work Session at 7:55 p.m. **All in Favor: Motion Carried.**

Respectfully submitted,

A handwritten signature in black ink that reads "Jackie Sample". The signature is written in a cursive, flowing style.

Jackie Sample  
Town Clerk

