

**Town of Perryville
Town Meeting Minutes
January 4, 2022**

ATTENDANCE: Mayor: Mathew Roath, Commissioners, Michelle Linkey, Timothy Snelling, Christina Aldridge, Town Administrator: George Patchell, Assistant Town Administrator: Cathy McCardell, Finance Director: Debra Laubach, Police Chief: Robert Nitz, Town Clerk: Jackie Sample, Town Attorney: Fred Sussman.

Remote Participation: Commissioner Taylor

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

The January 4, 2022, Town Meeting was called to order at 7:00 p.m. by Mayor Roath.

Pledge to the Flag

Motion was made by Commissioner Snelling and seconded by Commissioner Aldridge to approve the remote participation request by Commissioner Taylor. **Three in Favor:** Commissioner Taylor Abstained: **Motion Carried.** (Commissioner Linkey was not in attendance yet)

Mayor Roath asked for the record to reflect that Commissioner Taylor will be attending via speaker phone. He confirmed that Commissioner Taylor could hear him and that the board could hear Commissioner Taylor. All votes taken during the meeting in which the Mayor or Commissioner participates remotely shall be by roll call vote. The presiding officer shall ask the remote participant for any comments after each motion or agenda item. The remote participant also may verbally request to be recognized in the same manner as any person present in person.

Commissioner Linkey arrived at 7:03 p.m.

Approval of the Town Meeting Agenda

Mayor Roath asked for a motion for approval of the Town Meeting Agenda.

Motion was made by Commissioner Linkey and seconded by Commissioner Aldridge to approve the January 4, 2022, Town Meeting Agenda. **Roll Call Vote:** Commissioner Aldridge: Aye, Commissioner Snelling: Aye, Commissioner Linkey: Aye, Commissioner Taylor: Aye, Mayor Roath: Aye, **All in Favor: Motion Carried.**

Approval of Consent Agenda

Motion was made by Commissioner Linkey and seconded by Commissioner Snelling to approve the consent agenda items consisting of the December 7, 2021, Public Hearing Minutes,

December 7, 2021, Town Meeting Minutes, the December 21, 2021, Work Session Minutes, the December 21, 2021, Closed Session Minutes. **Roll Call Vote:** Commissioner Aldridge: Aye, Commissioner Snelling: Aye, Commissioner Linkey: Aye, Commissioner Taylor: Aye, Mayor Roath: Aye, **All in Favor: Motion Carried.**

Mayor's Report

Mayor Roath reported that on December 3 he attended the Williams family Habitat for Humanity Dedication ceremony on Richmond Street. That evening he participated in the Havre De Grace Holiday parade. On December 4 he attended the Cecil County Christmas Parade upon an invitation from the Town of North East. On December 8, he, along with staff did a walk through of the 5th Company Brewing Company progress and was impressed with the work that has been done. In the most recent conversations with them they are looking to open in March. On December 9 we had a follow up meeting with our colleges at the Little League. On December 11 he participated in the Perryville Christmas Parade and the Christmas in the Park event at Lower Ferry Park. On December 14 he had a zoom call with staff, the State of Maryland, the Perry Point Veterans Association Medical Center, and HELP USA regarding their expectations to continue to build homes on the village. On December 17th he met with the owner of Woodlands Perryville to get updated on their progress and interest and shared some information on things that are happening with the Town. Also, on the 17th he attended the Town Christmas party. On the 23rd of December he attended the Ribbon Cutting Ceremony for the Hollywood Casino for their new Sports Bar.

Commissioner Reports

Public Safety - Commissioner Linkey

Commissioner Linkey stated that she unfortunately had missed a lot of the events in December because she was home quarantining because her husband had COVID. She was able to attend the Habitat for Humanity Dedication which was a wonderful thing to see before right before Christmas. She received a letter from a resident thanking the police for having presence outside of the school on the 17th when there were some scares that were made on Tick Toc. She reported on stats on behalf of the Fire Department. For the month of December, they had 41 fire calls, with the total for the year at 538, with an increase of 20 from the prior year, 79 EMS calls, with a total of 1,451 for the year, with members attending 94 hours of training, down a little bit because of COVID concerns. This year they have saved \$1,431,000 of property. She really wants to thank the Fire Department for all that they do as well as the Police Department.

Commissioner Aldridge also wanted to thank them for all that they do as well, she received a lot of positive comments from the residents of Beacon Point for the Fire Company going through the neighborhoods with Santa, it was very well received.

Wastewater and Water Treatment Reports - Commissioner Taylor

Commissioner Taylor reported that the Wastewater Plant was in full compliance with the NPDES discharge for the month of November and with the December lab results received to date, with an influent flow of 18.5 million gallons and an effluent of the bay of 17 million gallons, and the VA with a monthly flow of 5.22 million gallons of our wastewater. We reinstalled SBR#1 mixer with a new motor and ordered a new variable frequency motor drive. Monthly housekeeping and tank cleaning was done.

At the Water Plant we were also in compliance with MDE regulations and with the November 2021 lab results and the December 2021 lab results to date. The plant raw water monthly flow was 9.8 million gallons, and the finished water flow was 9.2 million gallons. We are continuing our engineering work on the denitrification plant, receiving comments from MDE and the engineering firm.

Planning and Zoning Staff Report - Commissioner Aldridge

Commissioner Aldridge was thankful to be able to attend the Habitat for Humanity event and appreciative all of the hard work that goes into something like that. She made note that a lot of people do not realize that in order to qualify to have a house built the recipients must also volunteer so many hours and attend counseling. She attended the Perryville parade and the Christmas in the Park event and has gotten a lot of positive feedback from that event as well. Commissioner Aldridge announced that she is seeing that Great Wolf Lodge is at 24% completion, with a scheduled opening of June 2023 as of right now.

Public Works Report - Commissioner Snelling

Commissioner Snelling reported that Superintendent Ashford has been off for a couple of weeks so there is no report on-line this month. Some items that he can report on is that DPW repaired a water line break on Otsego Street and did some plowing and salting of the roads during a weather event that we had. On the 29th of December, he along with the Town Administrator did a tour of the Water Plant, he wanted to thank George Smith for the tour and explaining the operation of the plant. He also attended the Christmas Parade and the Christmas in the Park event. He is also looking forward to a tour of the Wastewater Plant when that can be scheduled as well.

Mayor Roath inquired if the locks have been put on the fire hydrants.

Commissioner Snelling responded that he has not received an update on that yet but will find out and get back to him on that.

Mr. Patchell responded that they have been ordered, they just have not arrived yet.

Commissioner Aldridge made note that she would also like to take a tour of the Wastewater Plant when one is scheduled.

Commissioner Linkey wanted to thank DPW for maintaining the roads during the inclement weather event and that we are expecting some more on Friday.

Town Administrators Report - George Patchell

Mr. Patchell highlighted a few things for his report. He reported that staff participated in a website training session earlier in December, which will hopefully allow us to improve our website and the timeliness of placing things on the website. Currently, we are updating the website and hope to continue updating it for the next few weeks. We registered for the Maryland Low Income Household Water Assistance Program with the State. This will be funded with Federal Funds for the low-income families who are having a difficult time paying their Water and Sewer bill. They will be able to register for that program through Cecil County Government and once the applications reach the Town we will put in for reimbursement, he attended a webinar on that program last week. We are also participating in a Cecil County Tourism Event, 'Winter Light Cecil Nights,' we ask for you to look out for those promotions that Perryville will be putting out through Facebook, two events that we will be promoting will be ice fishing and cache through the snow, with more information forthcoming. We also revived the Community Legacy Program and filled out the necessary paperwork. All four grants have been publicized and are out, which include the Community Legacy Program, the Façade Improvement Grant, the Local Community Impact Grant, and the 501(c) 3 Revitalization and Business Development Grant Program. Those notices were posted on Facebook and the website. To this date, the sanitary sewer project with Great Wolf Lodge is about 6% completed with about 40% of the period elapsed, this information is a little dated, and we should be getting a more updated figure this Thursday and he thinks that may change at our monthly meeting. Fire Company Station 16 water tie in project had no bidders for the project. We have time sensitive funds that are involved in this project, so our Engineer updated the information, and it will be put out for bid again. We have incorporated some companies that we have in-house and have utilized before hoping that they will bid on that project because of the time sensitive aspect of the project.

Commissioner Taylor inquired if we have any confirmation that this will be the last week for the road closure of Frenchtown Road. The residents of Frenchtown Crossing have been coming to him regarding the way that they are setting up the signs saying road closed at the junction of Frenchtown Road and Sumpter Drive, deliveries are assuming the roads are closed and will not deliver there.

Mr. Patchell responded that yesterday we got confirmation that next Friday the 13th will be the last day for Frenchtown Road to be detoured. He also spoke to the Project Manager today about putting up additional signage that says local deliveries, so that the residents and the people delivering packages understand that local deliveries can come through that area.

Treasurer's Report - Deb Laubach

Ms. Laubach commented that her full report can be found on-line, there is nothing unusual this month to highlight. However, in going through some paperwork today she came across the fact that three years ago in February we presented our 3-year Local Impact Budget to

the Government Council and Cecil County. She has not received any information or anything from them as to whether they are going to hold us to the same time frame, because we would now be due this year to make the presentation for the next three years. She will reach out to them, unfortunately, all the ones from Cecil County that were involved back in 2020 have since left, she just has to find out who is responsible. The way that it normally works is we present a three-year budget to Cecil County and to the Local Development Council with a presentation in February, well before we do our actual budget for the upcoming years. We did it based on what we think our needs are going to be for the next three years. They would approve it as written and it would be incorporated in the budget of the current upcoming year, and it would be tweaked with each succeeding year based on the needs. We submit any changes to the Local Development Council to make sure they have no objections, and if not assume it is approved. Assuming that we may be on a short time frame if it is going to be on the same timeline as before, by the end of February, she would like to get some feedback from the board for the Work Session as to where they would like her to spend these funds, where she can do a rough draft for the February Town Meeting, it would not be voted on at that point. It would not get voted on until we vote on the full budget in May. She would like to get some feedback from the board on developing the three-year plan to have some guidelines on where you would like to spend this money.

Police Report - Chief Nitz

Chief Nitz commented that his full report can be found on-line. Officers have completed their yearly In-Service training through the MD Police Training Commission. We are continuing to get complaints about tractor trailers on Aiken Avenue. He has contacted Chief Anderson with the MDTA regarding assistance with truck traffic on Aiken Avenue, with the holidays and vacations they did not have people to spare during that time but did put a couple of details on Aiken Avenue to try to mitigate that issue. Chief Nitz reported that the speed trailer is expected to ship on January 19th.

Commissioner Snelling inquired what became of the shooting that occurred down this way.

The Maryland State Police investigators caught the suspect and have them in custody.

Outreach Report -

Chief Nitz reported that Ms. Hemling was unable to be here, but she had a couple of things that she wanted him to report on. The Outreach Program successfully fulfilled all of the Christmas toy and food requests for 2021, and as a result of staff shortages they have performed a deep clean on the Outreach building so that it will be clean and sanitized upon their return.

From the Floor

There were no comments from the floor.

Old Business

Ordinance 2021-12 -Designation of School Zones for Speed Monitoring and Enforcement

Motion was made by Commissioner Linkey and seconded by Commissioner Aldridge to approve Ordinance 2021-12. **Roll Call Vote:** Commissioner Aldridge: Aye, Commissioner Snelling: Aye, Commissioner Linkey: Aye, Commissioner Taylor: Aye, Mayor Roath: Aye. **All in Favor: Motion Carried.**

Resolution 2021-08 - A Resolution approving a service agreement between the Town of Perryville and RedSpeed for use of photo speed monitoring systems in the school zones.

Motion was made by Commissioner Snelling and seconded by Commissioner Aldridge to amend Resolution 2021-08 to become effective the same time as Ordinance 2021-12 becomes effective.

Roll Call Vote: Commissioner Aldridge: Aye, Commissioner Snelling: Aye, Commissioner Linkey: Aye, Commissioner Taylor: Aye, Mayor Roath: Aye. **All in Favor: Motion Carried.**

Motion was made by Commissioner Linkey and seconded by Commissioner Aldridge to approve Resolution 2021-08 as amended. **Roll Call Vote:** Commissioner Aldridge: Aye, Commissioner Snelling: Aye, Commissioner Linkey: Aye, Commissioner Taylor: Aye, Mayor Roath: Aye. **All in Favor: Motion Carried.**

Ordinance 2021-13 Town Personnel Manual - Cathy McCardell

Motion was made by Commissioner Linkey and seconded by Commissioner Snelling to approve Ordinance 2021-13 the Town Personnel Manual. **Roll Call Vote:** Commissioner Aldridge: Aye, Commissioner Snelling: Aye, Commissioner Linkey: Aye, Commissioner Taylor: Aye, Mayor Roath: Aye. **All in Favor: Motion Carried.**

Budget Amendment Ordinance 2021-14 -American Rescue Act Budget Amendments

Motion was made by Commissioner Linkey and seconded by Commissioner Aldridge to approve Budget Amendment Ordinance 2021-14. **Roll Call Vote:** Commissioner Aldridge: Aye, Commissioner Snelling: Aye, Commissioner Linkey: Aye, Commissioner Taylor: Aye, Mayor Roath: Aye. **All in Favor: Motion Carried.**

New Business

Resolution 2022-02 GD2021-01 Third Amendment to the General Development Plan for Chesapeake Overlook

Mr. Patchell stated that this Resolution is for the General Development Plan to accommodate a sports entertainment facility within Chesapeake Overlook Development and alter the phasing of the other unit uses, including the hotel which will move from Phase III to IB, so the indoor outdoor entertainment facility will be added to the overall project and the development part of the project concerning housing development will be eliminated and backing down on the 40 room hotel as far as the time frame. At this time, we cannot specify the indoor/outdoor facility that may be coming to the project.

Motion was made by Commissioner Linkey and seconded by Commissioner Snelling to approve Resolution 2022-02. **Roll Call Vote:** Commissioner Aldridge: Aye, Commissioner Snelling:

Aye, Commissioner Linkey: Aye, Commissioner Taylor: Aye, Mayor Roath: Aye. **All in Favor: Motion Carried.**

Chesapeake Overlook Sewer System Evaluation Proposal

Mr. Patchell reported that we have Kevin Pampuch present tonight, who is from AECOM, and who was also present at our recent Work Session to answer any questions we may have. This is basically a pass through of money in and money out regarding an engineering study that will be performed by AECOM through the Town on behalf of the Stewart companies to determine how much sewage will actually come from the project when it is built out in its entirety. At this point there is roughly 49,000 gallons of sewer that has been allocated for this project, and this evaluation will determine how much of that project will actually take up as far as the sewer usage.

Commissioner Linkey asked for clarification as far as the money being a pass through, that the residents are not paying for this service.

Mr. Patchell responded that is correct, AECOM represents the Town of Perryville, and even though AECOM will be performing the evaluation, they cannot perform it on behalf of the contractor because it would be a conflict of interest, so they will be doing it under the Town, with the Stewart companies reimbursing us for the evaluation.

Mr. Pampuch clarified that the developers Engineer projected the anticipated sewer demand that is necessary, which has already been established. What we will be doing is checking the capacity of the system that is being installed at the moment, the pumps, the piping, the improvements that are taking place that are already in our contract to see what available flow is there or what improvements need to be made to address the proposed project, evaluating the system is what it entails.

Motion was made by Commissioner Aldridge and seconded by Commissioner Linkey to approve the sewer evaluation proposal from AECOM. **Roll Call Vote:** Commissioner Aldridge: Aye, Commissioner Snelling: Aye, Commissioner Linkey: Aye, Commissioner Taylor: Aye, Mayor Roath: Aye. **All in Favor: Motion Carried.**

Welcome Sign for Perryville -

Mayor Roath stated that at the last Work Session we discussed the beginning of negotiations with the owners of what used to be the Perryville Outlet Mall properties, to take over their signage to become a Welcome sign to the Town of Perryville. An agreement was established by our counsel but was not sent to the owners after concerns were brought up regarding the fact that the contract could be terminated with 180-day notice, leaving us with a financial burden and no sign location. The contract was updated based on those concerns to vote on if agreeable to submit to the owner for his approval.

Motion was made by Commissioner Linkey and seconded by Commissioner Aldridge to approve the Welcome sign agreement as written. **Roll Call Vote:** Commissioner Aldridge:

Aye, Commissioner Snelling: Aye, Commissioner Linkey: Aye, Commissioner Taylor: Aye, Mayor Roath: Aye. **All in Favor: Motion Carried.**

American Rescue Act Resolution 2022-01

Mr. Patchell summarized what was discussed at the Work Session regarding the capacity that will be necessary for the Great Wolf Lodge, which will run anywhere between 150,000 to 180,000 gallons per day, our existing plant utilizes about 350,000 gallons a day on a 10-hour shift. With the addition of Great Wolf Lodge several things would need to occur, the hours may need to be expanded to produce more water to meet the demand, or the other option is to expand the Water Plant to include two additional duplicate trains, membranes that are already outfitted at the existing Water Plant, to help produce roughly 700,000 gallons of water during a 10-hour work cycle. This would allow us to meet the demand of Great Wolf Lodge but would also allow us to meet the demand for future development, up to 700,000 gallons. It would also with the life expectancy of the two existing trains that we have inside of the Water Plant. The life expectancy is usually 7 to 9 years on them. If you run the trains 20 hours a day, then you would be cutting the life expectancy in half. As you are aware it takes up to six or seven months to produce these trains to get them shipped from overseas to us. This would help us produce it and also save on the life expectancy of the existing trains that we have at the Water Plant while still operating on a 10-hour workday. The funds that would be utilized would be the ARPA Funds to help with the project. We would be partnering with AECOM to produce the evaluation of the study back in March of what this project could possibly cost, the estimate is 4.3 million dollars. The first part of this evaluation would be the engineering, which could take anywhere from three to six-months to do, before we would be ready to put it out to bid.

Mayor Roath asked Ms. Laubach for clarification that this would be an approved use of the ARPA Funds.

Ms. Laubach responded that it is, with keeping in mind that if Federal, State, or local funds become available for the same kind of purpose, then we could utilize those funds and replace the ARPA funds and free them up for other uses.

Mr. Patchell responded that we could look into other options for funding while we are waiting for the engineering study to be completed. In response to the time-frame for this project, it was 2 ½ years, we believe that is very conservative, if Great Wolf is looking to open in June of 2023, if that time frame is correct then you will have to run the Water Plant more than 10 hours a day to meet the water needs, until the additional trains could be purchased, shipped and installed.

Motion was made by Commissioner Linkey and seconded by Commissioner Snelling to approve the American Rescue Act Fund Resolution 2022-01. **Roll Call Vote:** Commissioner Aldridge: Aye, Commissioner Snelling: Aye, Commissioner Linkey: Aye, Commissioner Taylor: Aye, Mayor Roath: Aye. **All in Favor: Motion Carried.**

Motion was made by Commissioner Linkey and seconded by Commissioner Aldridge to adjourn the January 4, 2022 Town Meeting at 7:45 p.m. **Roll Call Vote:** Commissioner Aldridge: Aye,

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Commissioner Snelling: Aye, Commissioner Linkey: Aye, Commissioner Taylor: Aye, Mayor
Roath: Aye. **All in Favor: Motion Carried.**

Respectfully submitted,

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

Jackie Sample
Perryville Town Clerk

**Statement Regarding January 18, 2022 Closed Meeting for Inclusion in Minutes of
January 4, 2022 Town Meeting**

On January 18, 2022, the Mayor and Commissioners of Perryville conducted a closed meeting at 7:20 p.m. at the Town Hall meeting room in accordance with General Provisions Article, §3-305(b). (1) To discuss (i) 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, to discuss disparities in pay for DPW Employees. In addition to Mayor Roath, Town Administrator: George Patchell, Commissioners: Linkey, Taylor, Snelling, and Aldridge, Public Works Supervisor: Aaron Ashford, and Town Clerk: Jackie Sample attended the entire closed session. No motions were made during this session, a consensus was to present an Ordinance regarding an update of the personnel manual at the Town Meeting to address some of the issues that were discussed to accommodate some of the disparities in pay.

Motion was made by Commissioner Snelling and seconded by Commissioner Aldridge to adjourn the January 18, 2022, Closed Session at 7:45 p.m. **All in Favor: Motion Carried.**

