

**Town of Perryville
Town Meeting Minutes
March 1, 2022**

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

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

The March 1, 2022, Town Meeting was called to order at 7:00 p.m. by Mayor Roath.

Pledge to the Flag

Approval of the Town Meeting Agenda

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

Motion was made by Commissioner Taylor and seconded by Commissioner Linkey to amend the agenda to move the mask mandate vote to immediately follow the consent agenda. **All in Favor: Motion Carried.**

Approval of Consent Agenda

Motion was made by Commissioner Linkey and seconded by Commissioner Linkey to approve the consent agenda as written, items consisting of the February 1, 2022, Special Meeting Minutes, February 1, 2022, Town Meeting Minutes, January 24, 2022, Emergency Meeting Minutes, February 15, 2022, Work Session Minutes. **All in Favor: Motion Carried.**

Mask Mandate

Motion was made by Commissioner Aldridge and seconded by Commissioner Snelling to end the mask mandate in Town facilities. Commissioner Linkey requested that anyone who was not vaccinated and who has not had boosters to continue to wear it. **All in Favor: Motion Carried.**

Mayor's Report

Mayor Roath reported that he met with the Town Administrator on multiple occasions this past month to discuss projects, employee hiring, upcoming Election protocols, and the upcoming budget process, current and future municipal projects, and development projects. He met with several entertainment vendors and volunteers for the proposed music festival that we will no longer be moving forward with. He met with the marketing director of Hollywood Casino

and with our new liaison with Delmarva Power Company. He met with representatives from Senator Ben Cardin's office to discuss the Town's growth prospects and interest in being considered for Federal Infrastructure funding. We will be hosting one of those representatives this week to provide a tour of the Town. He had multiple conversations with representatives with Tiki Lee's regarding plans to move forward with development of 12 River Road, regarding their shop, not the restaurant and other proposals that they had. He attended an urgent video conference with representatives from Constellation Energy to update us on an unprecedented amount of debris behind the Conowingo Dam in a two-day period. They will be removing it as fast as they can, but it will take a couple of months. They do not anticipate it being in issue during boating season, but for anyone that will be boating earlier to be on high alert for floating debris. He also attended the viewing for the former Town Administrator, Denise Breder.

Commissioner Linkey inquired if the new Event Coordinator started yesterday, to which he confirmed that she did, she inquired if she will be attending the next Town meeting to introduce herself, to which was confirmed that she will.

Commissioner Reports

Public Safety - Commissioner Linkey

Commissioner Linkey reported that she met with the Chief several times a week and attended the Memorial for Denise Breder. She received an email regarding Riversweep asking if she was going to coordinate it again and she wanted to know if that was ok with everyone for her to continue doing that, to which they were. She also received an email from a citizen on River Road asking us for more lighting in that area and she was not sure where she needed to go about this, she did talk to Chief Nitz, and he did say that more lighting would be good.

Mr. Patchell that he has a contact with Delmarva, and he will be contacting them tomorrow to see what we have to do.

Commissioner Linkey announced that our Crossing Guard is retiring after being here 20 years and she has a Governor's Citation for her but, unfortunately, she is not here. She wanted to make sure that she knows that we appreciate her many years of working in the elements to keep our children safe and getting to school on time.

Fire Department Report - Chief Willis

Chief Willis reported that for the month of February they had 49 Fire calls, giving us 97 year to date. The average response time was 4.2. minutes, and the average number of personnel on the scene was 6.7, with the busiest day being Tuesday and the busiest hours between 0600-1200 hours. There were 91 EMS calls, with a total of 178 EMS calls year to date. For the month of February, we had 282 training hours. Medline donated a pallet of hand sanitizer to us, which we distributed accordingly. We are starting to work on a SFA Federal grant which is for staffing for adequate fire and emergency service responses for the next fiscal year, which will take a lot of preparing and planning for. There is a National Fire Protection Standard called the 17/20

regarding the deployment of fire personnel operations and emergency medical operations to the public by volunteer departments. That standard requires us to have 10 training personnel on the scene within 10 minutes 80% of the time, we are falling short on that currently. We are currently looking to recruit more people to meet those standards, and that is what this grant will allow us to do this. We have a fairly good pipeline of kids coming through the High School program, but we want to target more of the young professionals, in the range of 23 to 27 years old who are established in our community. This grant would be over a four-year period if we were to get it and could be about \$500,000 funded through that four-year period. We also were notified that we received \$4,000 from a BG&E Grant which we are using to purchase new air bags for our new rescue truck, the overall cost is \$9,800 which we will be back funding, they are to be replaced every 15 years and ours will be out of service the end of May.

Mayor Roath asked Mr. Patchell if we were still moving forward with the expansion of Station 16 water lines.

Mr. Patchell responded that we have five bids, and we will be reviewing those bids and passing them along to MDE with our recommendation. MDE will determine whether the vendor that we chose are satisfactory and if so, the bid will be awarded.

Mayor Roath inquired about the status of the damaged ambulance.

Chief Willis commented that they are going to use the insurance check and roll that over to a purchase of a new one as soon as the order books open up in the Spring. We are waiting for estimates from the vendor who are having a tough time getting the parts pricing, you are looking at about a years' time before we have a second one full time and are still weighing some of our options, including leasing one short term.

Mayor Roath commented that he was told that the hydrant locks are in and assumes that we will be communicating with you regarding that on getting them installed.

Commissioner Snelling inquired if there are new officers in the Fire Company now.

Mr. Willis responded that they do have new officers and they took effect on February 1st.

Commissioner Snelling asked who they were.

Mr. Willis commented that he is still the Fire Chief and Brian Jones is the 1st Assistant Chief covering responsibility for training, Chris Miller is our 2nd Assistant Chief, who is our statistician. The Captain of Station 6 is Ritchie Huffstetler, the Captain of Station 16 is still Allan Jones, the Lieutenant of Station 16 is still Chase Ross. The three Lieutenants for Station 6 are Travis Budnick, Frank Baynes, and Lance Curtis. Elizabeth Albanese is taking over for EMS Captain.

Commissioner Linkey thought that he had mentioned the possibility of borrowing an ambulance from another company at one of our meetings.

Chief Willis responded that it would have been Aberdeen, however, they are using the one that they were going to loan us now, they had a malfunction with one of their front-line units, he is hoping to possibly have it within the next week or so.

Commissioner Linkey forgot to mention that Earth Day will be on April 23rd and to come out and join us for Riversweep.

Commissioner Taylor volunteered to oversee the boat ramp area again.

Wastewater and Water Treatment Reports - Commissioner Taylor

The Wastewater Plant had an influent of 20.58 million gallons and an effluent of 19.51 million gallons. 6.5 million gallons was for the VA. The Wastewater Plant was in full compliance with the NPDES Discharge Permit for the month of January, with February lab results to date. Superintendent Smith conducted interviews for the open position at the Wastewater Plant and continued to work with engineers on the final submittals for MDE for the construction permit for the denitrification plant. He also completed the draft budget for FY 22/23 for the Finance Department to review. The Water Plant had a monthly raw water flow of 9.4 million gallons and 9.0 million gallons of finished water. The plant met the MDE requirements for January and the February lab results to date. They fixed an issue with one of the air compressors at the plant. We also had an issue with the vent at the Pilot Water Tower and someone will be out to fix it on March 3. They had to contact Suez because there was an issue with the Scada system programming, which is the system used to control the equipment there. We have backups, so it is not a problem until it gets fixed.

Planning and Zoning Staff Report - Commissioner Aldridge

Commissioner Aldridge reported that she had a meeting with the Planning and Zoning department for routine updates. Winter Lights Cecil Nights was a success and is officially over now. On February 18th we received 14 Grant Applications for the Town Grant Program that is going on. Rodgers Tavern is now open on Saturdays, for free self-guided tours for up to five members of your family members of the same household. She also attended Ms. Breder's service.

Public Works Report - Commissioner Snelling

Commissioner Snelling reported that there were two water service repairs that were made on Bayscape Drive and two water service repairs that were made on Roundhouse Drive. DPW has received the hydrant defenders as talked about earlier and we need to get the locks to put them on and they will be installed soon, they plan to do that when the hydrant flushing gets done.

Ms. McCardell responded that the hydrant flushing is coming up soon.

Mr. Patchell responded that they do not want to do it when there is still the potential for freezing.

Ms. McCardell responded that it is usually in April.

Commissioner Snelling reported that the Parks Department replaced the mulch in the large playground area at the park and are trimming trees throughout the park in preparation for the upcoming Spring season and getting equipment ready for the season.

Town Administrators Report - George Patchell

Mr. Patchell reported that he spoke with Rich Baker, who is the district 2 Engineer for the State Highway Administration, regarding the truck traffic issue that continues Aiken Avenue. As a reminder we did send a request letter to the State back in December asking for Aiken Avenue to be designated for local deliveries only with a weight limit. In conversations with them recently they stated that they will put up additional signs on 222 coming down to the intersection, as well as in front of 327, which is coming back from the park so that the trucks will see more visible signs indicating to use Coudon Boulevard instead of Aiken Avenue. They are also going to have a study conducted regarding that, which will take about 4 to 6 weeks, and if the study comes back favorable then they will put that signage in place regarding the local delivery only and weight limit signage of about 10,000 pounds for Aiken Avenue. He met with Kate Moore, the Partnership Coordinator/Trail Manager, regarding the Star Banner National Historic Trail, and Dave Moore, Director of the Fort McHenry National Monument and Historic Shrine to discuss trail projects and Grant funding down along the water to our existing trail system. He met with Jessica Cook and Mike Thomas from Senator Cardin's office as the mayor had mentioned to discuss Federal earmarks from the federal infrastructure bill that may have the potential to allow us to use some grant funding for our upcoming water project, and we will be meeting with them again on Friday as the Mayor mentioned to give them a tour of the Town. We developed an Active Shooter Emergency Response program, and one program was scheduled and had training for Town Hall staff starting on February 17th and the remaining Town Hall staff will have their training on Thursday, we will then move on to the other departments throughout the Town. It is nice to have Chief Nitz who can perform that training so that we do not have to rely on the Sheriff's Department. We have had many job openings and have conducted many interviews for the first round of openings that we had mid-fall where we had very few applicants. He is happy to report that we now have the ability to potentially fill all the positions, which included two Public Work positions, Senior Account Clerk for Finance, and Events Coordinator and a Wastewater Treatment Plant Operator. We are also in the process of placing Authorized Personnel Signs in our facilities, letting the general public know that there are general areas that they are allowed to enter and areas where they are off limits to prevent us from any risk from First Amendment Auditors.

Commissioner Taylor inquired if we have had any problems with that.

Mr. Patchell responded that we have not, but other Towns in our area have experienced issues.

Mr. Patchell reported that we are still in the review process with MDE for the denitrification project for the Wastewater Plant. MDE has provided their comments which are being reviewed by KCI, and hopefully we can get that project started late Spring early summer.

Mayor Roath announced that it is promising to hear that people are wanting to join our organization.

Treasurer's Report - Deb Laubach

Ms. Laubach reported that we are in the middle of budget season, and she has met with all of the department heads except for one and she has distributed the calendar of the various budget Work Sessions and Hearings. Ms. Laubach stated that this year we will not have to deal with the Constant Yield because we were exempt, if your difference in tax calculations is less than \$25,000 you are exempt from having to advertise. At this point the whole concept of the Constant yield is before Maryland Legislation because it is very confusing and put in place decades ago and due to the complaints from the various Municipalities regarding how it is structured to be advertised, they are looking into revamping it. We did interview and hired a new person for the Senior Accounting position and her name is Valerie Walls, who came to us from Chesapeake City's Finance Department.

Police Report - Chief Nitz

We have been continuing to meet with RedSpeed, who have sent us a couple of locations where they had in mind to put the speed camera. He, along with Mr. Patchell, met with them and explained that we had a different place in mind. Regarding another topic mental health has become a big issue, half of the department has gone through training for mental health first aid to help identify people who are in mental health crisis and to provide the appropriate resources, the next group will go in two weeks. The body that was found in the Susquehanna River is still an active investigation, the body has been sent to the Medical Examinations Office for an autopsy, however, they are very backed up and it keeps getting pushed off for other high priority cases, at this point it does not appear to be foul play.

Mayor Roath inquired about the status of the mobile speed unit.

Chief Nitz reported that Lieutenant Reno has an appointment tomorrow to get it titled and tagged and hope to have it in operation in the next week or so.

Commissioner Taylor asked Chief Nitz to pass along to Lieutenant Reno his gratefulness that he has recovered from COVID and that it was an excellent story in the paper about him and he is glad to see him back on his feet.

Outreach Report - Danielle Hemling

Ms. Hemling reported that we are getting through the winter weather, and you will start to see our staff and kids out in the community doing cleanup, etc., on the warmer days. The kids did a banner in memory of the fallen firefighters, and they also did a banner for Denise Breder

who had been a huge support for us and our program. Ms. Jane helped the kids with making Valentines crafts. We had a main event field trip for the kids that were able to go. We received 6 passes for the kids and two adult passes for the pool at Lee's Marina.

From the Floor

Pat Statina, representing the Railroad Museum, stated that he received a call from a representative from MARC that they are going to do a total restoration of the train station, in both the interior and exterior of the building. They plan to work on the weekends to not disturb the commuters. He described some of the work that will be taking place and will have more information when he meets with them later this month, it is to take place between June and July, we will be down there about a month at the least to help with removing and temporarily storing the pictures and various artifacts while the work is being performed.

Rebecca Klung, from 1610 Greenspring Avenue, wanted to bring the issue before the board regarding chickens being allowed in town limits, she stated that they had won their battle with the County and is requesting to get something in writing from the Town to be able to keep them on her property because she is in Town limits. Another issue is with people running stop signs and speeding in her neighborhood.

Mayor Roath responded that we can more than likely utilize the mobile speed unit for the issue with the speeding in her neighborhood, it will be moving around the community, it also takes raw data on the speeds and what the trends and times are for the police to be able to monitor those neighborhoods during those time periods to be able to address the problems. We will be working to be proactive regarding those issues with the amount of growth and traffic that will be coming to our Town over the next three years.

Ms. Klung suggested that it be posted as local traffic only, because there is no reason that people should be cutting through there.

Commissioner Aldridge assured her that the Police Chief is here and is more than likely taking notes on this as we speak. She made note that she has not been following along with the County regarding the chickens and was wondering how that worked within Town limits.

Mr. Patchell responded that it is still up to the municipalities, we would have to see the County's adopted Resolution to see exactly what they have adopted, because there are parameters set regarding size of the yard etc. that is taken into consideration.

Ms. Klung responded that she is not sure that the County's rules are in place right now, she believes that it had to wait 60 days before it is passed.

Mayor Roath responded that we may have to take this issue up at one or two Work Sessions for discussion and appreciates her for bringing it to our attention and for her patience during this process.

Old Business

Ordinance 2022-01 – Amendment to the Town’s Personnel Manual

Mr. Patchell read the introductory paragraph of Ordinance 2022-01 on behalf of Mayor Roath which was introduced on February 1st, which is for the purpose of amending the Town’s current employee Personnel Manual to revise provisions relating to compensation for certain classes of Town employees and call-out pay.

Motion was made by Commissioner Snelling and seconded by Commissioner Taylor to approve Ordinance 2022-01. **All in Favor: Motion Carried.**

Commissioner Linkey wanted to explain that this is to help DPW and compensate them for all that they do as far as callouts and essential personnel.

Ms. McCardell explained that it is not just DPW, it is the Wastewater and Water Plant as well, who are also essential personnel.

New Business

Water Treatment Plant Expansion - George Patchell

Mr. Patchell briefly explained the process regarding the water treatment plant expansion project, and he stated that Ms. Laubach will be up next to introduce a Budget Amendment Ordinance that will have to be approved regarding the expenditures for this project prior to accepting a Resolution to expand the Water Treatment Plant facility. Mr. Patchell explained that this budget amendment can be introduced at the meeting and passed at a Special Session on the 15th of March before our Work Session due to the time frame necessary to order the membranes, then once that is done, we can approve the actual Resolution for the purchase of the membranes.

Commissioner Taylor suggested that since this is time sensitive, we are having a Budget Work Session on the 8th of this month, if we could have the Special Meeting at that time.

Mr. Patchell responded that there should be no reason we should not be able to have that Special Meeting at that time, he chose the 15th because it is the typical meeting night and was going to have it after the closed session.

Motion was made by Commissioner Taylor and seconded by Commissioner Aldridge to have a Special Meeting at the Budget Meeting on the 8th of March to approve the water treatment expansion.

Commissioner Snelling inquired if that would change the budget Work Session time, to which Mr. Patchell responded that it would not, we would just have the Special meeting at the time of the Work Session with the Work Session to immediately follow.

Commissioner Linkey commented that she has been getting questions from people that are under the misconception that there is not going to be enough water once Great Wolf Lodge is on board. She wanted to reiterate that we have always had enough water for Great Wolf Lodge, we would not have gotten permits if we had not. We had originally planned to expand the workforce shifts because it would have cost too much for the citizens to expand the membranes at that time. Fortunately, with ARPA we have been able to change that plan and we are able to move forward with that and keep the shift work to a minimum, she commented that we have always been able to supply water and will continue to do so.

Budget Amendment Ordinance 2022-02 - Deb Laubach

Ms. Laubach explained that the purpose is to bring in the remaining funds for our first disbursement of the ARPA funds in the amount of \$2,050,625.55. Ms. Laubach read the introductory paragraph of Budget Amendment Ordinance 2022-02 on behalf of Mayor Roath which is for the purpose of amending the adopted budget for the Town of Perryville for the fiscal year beginning July 1, 2021, and ending June 30, 2022, to appropriate for certain purposes certain funds and generally related to amendment of the Town's FY 2022 budget.

Chesapeake Overlook Court and Roundabout - George Patchell

Mr. Patchell stated that at our last Work Session there was a request by the owner of Chesapeake Overlook for the Town to take possession of Overlook Court and we went through that process at the Work Session and had met with staff prior to that and it does have a roundabout on Chesapeake Overlook as well, so we would have to take possession of that as well.

Commissioner Taylor made note that he believes that in the Work Session the board seemed to agree that it would not be in the Town's best interest to take possession, that it should remain as private business.

Mayor Roath commented that in discussions today, it was more of a matter of at this point in time that it is the recommendation of staff not to take possession because of construction and because of future changes and that we may be more amenable to it as it is more developed, and believes that at this point the recommendation is to not do that but leaving the discussion open for future use.

Motion was made by Commissioner Taylor and seconded by Commissioner Snelling to deny the request to assume ownership of it at this time with the option that we can revisit it at a future date.

All in Favor: Motion Carried.

Chemical Bids - Deb Laubach

Ms. Laubach stated that we submitted the chemical bids out for proposals, and we got several responses, however, all these companies do not deal with all of the different chemicals that we need, some chemicals are only one vendor. All of the costs have gone up dramatically,

the highest is \$706 a drum of an increase in one year, however, some of them are dramatically lower. Her recommendations are highlighted in the chart that was provided.

Motion was made by Commissioner Linkey and seconded by Commissioner Taylor to approve the chemical bids as recommended. **All in favor: Motion Carried.**

Ms. Laubach commented that we had sent those bids to George Smith to see if he needs to revise the figures that he has already submitted for the budget, because we had met with him prior to receiving these bids.

On Site Computers - Deb Laubach

Ms. Laubach stated that On-Site Computers had submitted their proposals for computer services for both the Police Department and one for all other Town owned computers for the next two years. There was a slight increase but considering the amount of computers that they service and inflation, salary increases, etc., she feels that it is very reasonable and to recommend that we go ahead and approve that.

Motion was made by Commissioner Linkey and seconded by Commissioner Taylor to accept the contract with On-Site computers for both the Police Department and the other Town owned computers. **All in Favor: Motion Carried.**

Election Board - George Patchell

Mr. Patchell stated that with the Election coming in May before you we have the requests for re-appointment to the Election Board and at the Work Session, he had discussed that our new internal policy was to provide you with any of our committee members that will be added or new, however, these are reappointments. He is requesting that the individuals as provided be re-appointed to serve on the Election Board.

Motion was made by Commissioner Snelling and seconded by Commissioner Linkey to approve the reappointment of the Election Board members. **All in Favor: Motion Carried.**

Resolution 2022-04

Mayor Roath stated that this Resolution establishes a dedicated fund for the receipt and disbursement of, and accounting for, proceeds from settlements of litigation involving Janssen and certain opioid distributors and pursuant to a state subdivision agreement for the distribution of settlement funds.

Mr. Sussman stated that this Resolution is required based on the terms of the opioid settlement agreement, which spells out that each jurisdiction that is going to receive funds as part of the settlement to establish a dedicated fund in which the funds will be paid and disbursed so they can be easily tracked.

Commissioner Taylor inquired if there were any limitations on what these funds can be distributed for, or for accounting to know where those funds went to.

Mr. Sussman responded that there are and will be limitations on the use of the funds locally going forward regarding opioid abatement. It will be a process where municipalities will have to make an application to the Department of Health and Mental Hygiene to receive those funds from the settlement. These funds will not come in one lump sum, the portion of the funds coming from the distributor will be made over the period of 19 years. The portion from Johnson & Johnson will be paid over a period of 8 or 9 years.

The question was presented regarding what the amount would be, which Mr. Patchell responded that it was estimated to be \$100,000 over the course of 20 years.

Mr. Sussman made note that this is just one class action lawsuit that is out there, there may be other ones in the future that would provide additional funds.

Commissioner Aldridge asked him to explain the meaning of opioid abatement.

Mr. Sussman responded that really, he could not, but his is programmed to curtail the use and proliferation of opioids within your jurisdiction.

Commissioner Taylor commented that you may be able to make the argument that the Outreach Program is a form of doing that.

Mr. Sussman responded that there may be guidelines for that provided by the Department of Health and Mental Hygiene and believes that it is premature at this point, because the grant program has not been set up yet. The bottom line is that it cannot be used for general government purposes.

Motion was made by Commissioner Linkey and seconded by Commissioner Aldridge to approve Resolution 2022-04. **All in Favor: Motion Carried.**

FY2023 Transportation Priorities - George Patchell

Mr. Patchell made the adjustments regarding the list for the FY2023 Transportation priorities with the priority to designate Aiken Avenue to local deliveries only with weight limits as number one on the list. Once this is approved, he will make a draft letter and send it to Cecil County Administration for them to incorporate us into the upcoming transportation priorities that the State is asking for.

Motion was made by Commissioner Linkey and seconded by Commissioner Taylor to approve the FY2023 Transportation priorities. **All in Favor: Motion Carried.**

Memorial and Dedication for Denise Breder - Mayor Roath

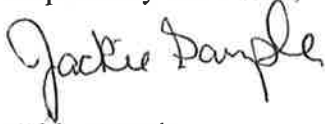
Mayor Roath stated that we had previously discussed a dedication ceremony in as a memorial for our previous Town Administrator who previously passed away from pancreatic cancer. The plan was to dedicate a project that she was very much involved in, which was the band shell down at Lower Ferry Park in her name. He does not think that we have any financial information for signage or anything currently for that right now.

Mr. Patchell and Ms. McCardell commented that they will look into it and into giving updates regarding the ceremony.

Motion was made by Commissioner Aldridge and seconded by Commissioner Linkey for approval of a memorial and dedication ceremony for former Town Administrator, Denise Breder.
All in Favor: Motion Carried.

Motion was made by Commissioner Taylor and seconded by Commissioner Linkey to adjourn the March 1, 2022, Town Meeting at 8:03 p.m. **All in Favor: Motion Carried.**

Respectfully submitted,

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

Jackie Sample
Perryville Town Clerk