

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

ATTENDANCE: Mayor: Matthew Roath, Commissioners, Michelle Linkey, Timothy Snelling, Town Administrator: George Patchell, Assistant Town Administrator: Cathy McCardell, Finance Director: Debra Sharpe, Chief: Robert Nitz, Town Clerk: Jackie Sample.

Remote Participation: Commissioner Taylor  
Absent: Commissioner Aldridge

The Town Meeting in its entirety can be listened to on the Town's web site at [www.perryvillemd.org](http://www.perryvillemd.org).

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

**Pledge to the Flag**

**Remote Participation Request**

Mayor Roath announced that Commissioner Taylor would be attending remotely via speaker phone. Mayor Roath confirmed that Commissioner Taylor could hear him and that those present could hear Commissioner Taylor. He announced that all votes taken during a meeting in which the Mayor or Commissioner attend remotely shall be taken by a roll call vote.

**Motion** was made by Commissioner Snelling and seconded by Mayor Roath to approve the remote participation request. **Roll call vote:** Commissioner Snelling, Aye, Commissioner Taylor, Aye, Mayor Roath, Aye. **3 in favor: Motion Carried.**

**Approval of the Town Meeting Agenda**

Mayor Roath asked for a motion for approval of the October 4, 2022, Town Meeting Agenda.

**Motion** was made by Commissioner Snelling and seconded by Commissioner Taylor to approve the October 4, 2022, Town Meeting Agenda. **Roll call vote:** Commissioner Snelling, Aye, Commissioner Taylor, Aye, Mayor Roath, Aye. **3 in Favor: Motion Carried.**

Commissioner Linkey arrived at this point.

**Approval of Consent Agenda Items**

**Motion** was made by Commissioner Snelling and seconded by Commissioner Taylor to approve the consent agenda as written, items consisting of the September 6, 2022, Town Meeting Minutes, September 6, 2022, Closed Session Minutes, and the September 20, 2022, Work Session Minutes. **Roll call vote:** Commissioner Snelling, Aye, Commissioner Linkey, Aye, Commissioner Taylor, Aye, Mayor Roath, Aye. **4 in Favor: Motion Carried.**

**Mayor's Report- Mayor Roath**

Mayor Roath reported that he attended a zoom meeting with Town, County, and State officials to discuss the proposed Cedar Meadows development and the developer is working toward moving forward with the project. On September 1<sup>st</sup> he had a tour of the Havre De Grace downtown beach area project, which we are considering for the Ice House Park area with a different design. On September 20<sup>th</sup> he attending a zoom meeting with County and State officials, along with representatives from the VA Medical Center, and HELP USA about the upcoming expansion of the veterans village. On September 21<sup>st</sup> he got to see the beginning of the building at 550 Otsego Street, formerly the home of our Outreach Program building, being demolished. We could not find a financially viable option for the structure, the land has been leveled and seeded for grass to be used for open space and overflow parking next year with the expectation to turn it into a formal parking area in the future. He attended a Public Safety meeting with George Patchell, Chief Nitz, and Chief Willis to discuss traffic egress and ingress concerns at our downtown Olde Town areas. He spoke at this past months Lions Club Meeting on September 26<sup>th</sup>. On September 29<sup>th</sup> he met with a representative of Core Design Group in Aberdeen to discuss his firms interest in the growth in our community. On September 29<sup>th</sup> he attended a meeting with Artesian Water who shared some information that we were not aware of and continue to offer assistance with issues that we have with our water quality.

**Public Safety Report - Commissioner Linkey**

Commissioner Linkey apologized for being tardy, it is difficult for her to get out of work sometimes. She attended the meetings as scheduled as well as with Chief Nitz. We received a letter from a citizen thanking Officer Robert Kennedy for his help during the theft at Hollywood Casino.

The Assistant Fire Chief, Chris Culler, gave a brief report on behalf of the Perryville Fire Department. He reported that there were 49 Fire Calls and 81 EMS calls, which was actually a slower month. Our new brush truck chassis is here. We have been going to a lot of the football games and to a lot of the schools this month for Fire Prevention month and trying to get out in the community. He wanted to bring to our attention a drain creating a pothole that is continuing to get deeper on Aiken Avenue and Broad Street that they hit when coming around the corner to get on Aiken Avenue. He believes that it is a State road but wants us to be aware of it, they cannot go around it a lot of the time because there is traffic coming into Town.

**Wastewater and Water Treatment Plant Reports - Commissioner Taylor**

Commissioner Taylor reported that the Wastewater Plant was in full compliance with the NPDES discharge permit for the month of August, 2022 and September, 2022 with the September lab results received to date. The Plant monthly influent flow was 22.75 million gallons, the monthly effluent flow was 19.25 million gallons, with 7.37 of monthly flow from the VA. A new decanter float for SBR # 2 was ordered which should have arrived by now, but he has not heard for sure. IT was looked to be installed at the beginning of October to replace the old one. There was a sinkhole at the corner of the chemical building in the roadway and did not

find any issues, so it was packed with stone and will be repaved. The Water Plant was in compliance with MDE regulations for the month of August and September with the September lab results to date. The raw water monthly flow was 11.1 million gallons, with the plant finished water flow at 10.9 million gallons.

#### **Planning and Zoning Report**

Mr. Patchell announced that the Planning and Zoning report will be on-line.

#### **Public Works Report**

Mayor Roath reported that the Public Works report will be on-line.

#### **Administration Report - Commissioner Snelling**

Commissioner Snelling reported that the Wastewater Treatment Plant position and the Finance Department position have been filled. The Finance person began on September 26<sup>th</sup>, and the Wastewater Treatment Plant employee will start on October 10. The rest of the report will be on-line.

#### **Town Administrators Report - George Patchell**

Mr. Patchell reported that in the past year over 18 tons of dirt and debris has been collected through our street sweeping process, which is delivered to the Cecil County landfill and we receive a bill for it. The street sweeping is part of the Town's Sustainable Community Plan with the State of Maryland. We signed a contract with Christine Becker for consulting with us for the Town's upcoming Strategic Planning session which will be on January 7, 2022. To date R.E. Pierson has completed 65% of the sanitary improvement project and are currently scheduled to begin the open cut process on Mill Creek so we can connect the force sewer line next to the Fire Station, eventually leading to the Wastewater Treatment Plant. We are hoping to receive the pumps for Pump Stations 1 and 2 so they can begin that process of installing them in the Pump Stations. The Water Treatment Plant expansion project to date is about 60% complete in the design phase of the project and we will be signing an amendment to replace the roof at the Pump Station area so that we can get the 3<sup>rd</sup> pump down and into the Pump Station building. We received a construction permit from MDE for the Wastewater Treatment Plant denitrification project and the bid process went out yesterday. We will be accepting bids for the denitrification project within the next month. The Fire Station 16 water tie in project is moving along and the Fire Station will have Town water within a few weeks. The Great Wolf Lodge project is about 70% complete and they are scheduled to open June 23, 2023. AECOM will be performing a water quality study which will include evaluating the water distribution system, pipe conditions, and identify the cause of the current water quality problems and we will have a study kickoff meeting this Friday October 7.

Mayor Roath inquired how long the project will be once we receive the new pumps.

Mr. Patchell responded that the project is to be completed November 30<sup>th</sup>.

Mayor Roath inquired if we have any idea of the overage that we are going to have with the water tie into the Fire Department. Mr. Patchell responded that we do not know that at this time, we are waiting to get the final estimate back from our contractor.

Mayor Roath inquired who is financially responsible for the overage, Mr. Patchell responded that the Town will be.

Commissioner Linkey had forgotten to announce that RedSpeed was to begin the installation of the speed cameras on October 17<sup>th</sup>.

Mayor Roath inquired is we know when they will be useful.

Chief Nitz responded that he believes that the installation may take a couple of weeks, then they should go on-line.

**Treasurer's Report - Debra Sharpe**

Ms. Sharpe reported that her full report can be found on-line. She had previously mentioned that electric prices had gone up dramatically and we have contracted with a broker who had suggested that we wait until after the Election for the rates to go down because right now they are extremely high. In the meantime, we have also signed a contract with them for assistance with complying with a new law that Maryland has where we have to meet certain greenhouse emission requirements, they will be doing an analysis for that which should be started shortly. The in-house portion of the audit has been completed and the auditors should be giving us back a preliminary report within the next week or so and then we will need to do an analysis and discussion to return to them to be finalized and sent to the State by the end of this month. We are going back to working on our retention plan and submitting it to the State Archives to determine what we can keep and what we can destroy.

**Police Report - Police Chief Robert Nitz**

Chief Nitz reported that the entire Police Report can be found on-line. The officers issued 87 citations last month and 108 warnings for various traffic infractions, and stopped 5 tractor trailers on Aiken Avenue, which was down from last month which he believes was 13. They made 10 arrests for drug violations and 4 dui arrests, with a total of 33 adult arrests, with an overall total of 377 calls for service and executed a search and seizure warrant on a vehicle.

**Outreach Report - Danielle Hemling**

Ms. Hemling reported that the kids were back in school and getting back to there regular routines. Our 501C3 is going well and have had one fundraiser so far and are planning one for the Spring. Next Tuesday is National Night out which will be at the Perryville Fire Company with many events scheduled for that. We will start collecting food for our Thanksgiving and Christmas dinners, and usually serve between 20 and 30 families for each. We will also be

having our Christmas Toy Drive which can be brought to the Police Station, Town Hall or the Outreach building.

#### **Public Comment**

Pat Statina, representing the Perryville Railroad Museum, provided an update on the progress on the renovation to the Station. Some portions may not be finished for a couple of months, but we do plan on opening up in about a month once the pictures are put up on the wall and the display cases are there, depending on how many volunteers he gets.

Jackie Weih, 730 Aiken Avenue, wanted to thank Chief Nitz and all of the Perryville Police Department with their help with the Susquehanna River Running Festival.

#### **Old Business**

##### **Budget Amendment Ordinance 2022-12 - Debra Sharpe**

Ms. Sharpe was requesting a motion to pass Budget Amendment Ordinance 2022-12 concerning several expense items that they were not able to finalize last year because of the supply chain issues, so we have asked to roll over the money involving a Community Legacy Grant that had to be dispersed. In new spending the amount of \$16,800 was requested that was not included in our basic planning for our water expansion plant after realizing that the roof was not set up properly to handle the new filters that were coming in.

Mayor Roath asked Mr. Patchell to explain what that project involves.

Mr. Patchell stated that the Pump House at the Water Treatment Plant currently has 2 pumps, when we expand the Water Treatment Plant, it is going to require a 3<sup>rd</sup> pump and there is currently not a hatch on that roof to be able to lower that pump into the Pump Housing building. After further examining the Pump House roof it was determined that it would not be able to handle the load, so the roof in its entirety is to be replaced and putting in the 3 hatches that are necessary to have access to all 3 pumps.

**Motion** was made by Commissioner Linkey and seconded by Commissioner Snelling to approve Budget Amendment Ordinance 2022-12. **Roll Call Vote:** Commissioner Snelling, Aye, Commissioner Linkey, Aye, Commissioner Taylor, Aye, Mayor Roath, Aye. **All in Favor: Motion Carried.**

##### **Ordinance 2022-07 - Water and Sewer Connection Fees Financing Program - George Patchell**

Mr. Patchell stated that it was requested that the Town look into the possibility of a financing option for the major connection fees for commercial businesses. After a lot of discussion the ordinance before you is what is being presented for your approval. It is mainly outlined in Section B, and is for water meters that are larger than two inches in size. It will be a three-year process with 1/3 down and the remaining 2/3 thirds to be paid in equal installments on July 1<sup>st</sup> of each year, together with interest rate as published in the Wall Street Journal plus 2%, adjusted on an annual basis.

Commissioner Snelling inquired if this was just for commercial properties.

Mr. Patchell responded that your typical residential households are not going to have a 2 inch meter, they will have a 5/8 inch, 3/4 inch, or 1 inch meter.

**Motion** was made by Commissioner Linkey and seconded by Commissioner Snelling to approve Ordinance 2022-07 Water and Sewer Connection Fees Financing Program. **Roll Call Vote:** Commissioner Snelling, Aye, Commissioner Linkey, Aye, Commissioner Taylor, Aye, Mayor Roath, Aye. **All in Favor: Motion Carried.**

#### **New Business**

##### **Tiki Lee's - George Patchell**

Mr. Patchell explained that last month Tiki Lee's asked for an extension of their liquor license because they were up for renewal. When they went in front of the Cecil County Liquor Board to extend their liquor license it was suggested by the Liquor Board for them to apply for a new liquor license so they would not have to come back every 3 months for an extension. There are 6 available licenses in our district. Tiki Lee's is seeking a letter of support from the Town of Perryville for their application process for a new liquor license.

Mr. Vontran, representing Tiki Lee's, noted that the new restaurant will be called Captain Lee's Restaurant. He commented that they have been working with the Town and the County to get everything together that is needed for the approval process, the approval for the County has been submitted.

**Motion** was made by Commissioner Linkey and seconded by Commissioner Snelling to write a letter of support from the Town to the County Liquor Board for Captain Lee's Restaurant to apply for a new liquor license. **Roll Call Vote:** Commissioner Snelling, Aye, Commissioner Linkey, Aye, Commissioner Taylor, Aye, Mayor Roath, Aye. **All in Favor: Motion Carried.**

##### **Planning and Zoning & Board of Appeals appointment and re-appointment requests**

Mr. Patchell summarized the request for the Board of Appeals, you will see the re-appointment service dates, there was one term that ended in 2020 and after discussion with Dianna, we will begin that term in 2020 and it will come up for re-appointment next year for 2023. The other 3 terms will be extended for the terms until 2025.

**Motion** was made by Commissioner Linkey and seconded by Commissioner Taylor to approve the Board of Appeals in its entirety for re-appointment. **Roll Call Vote:** Commissioner Snelling, Aye, Commissioner Linkey, Aye, Commissioner Taylor, Aye, Mayor Roath, Aye. **All in Favor: Motion Carried.**

Mr. Patchell stated that we have 2 people interested in serving on the Planning and Zoning Board, for 1 open position. They are both with us this evening, Jackie Weih and Sabian Woodard.

**Motion** was made by Commissioner Linkey and seconded by Commissioner Snelling to approve Sabian Woodard to the Planning and Zoning Commission. **Roll Call Vote:** Commissioner Snelling, Aye, Commissioner Linkey, Aye, Commissioner Taylor, Aye, Mayor Roath, Nay. **3 in Favor, 1 nay (Mayor Roath) : Motion Carried.**

**Budget Amendment Ordinance 2022-13 - Debra Sharpe**

Ms. Sharpe introduced Budget Amendment Ordinance 2022-13 on behalf of Mayor Roath. Ms. Sharpe commented that this was discussed at the Work Session and since then we have come up with a couple of more items that will need to be added to the ordinance. One was for the Greenhouse Emission study that was not funded in the amount of \$2,850 which she is requesting be added to the budget. The other was for the HVAC maintenance at Rodgers Tavern to roll over HVAC funds from last year, the company just submitted a couple of bills from last year, the total amount of the rollover is \$4,000. Ms. Sharpe read the introductory paragraph on behalf of Mayor Roath for Budget Amendment Ordinance 2022-13, which is for the purpose of amending the adopted budget for the Town of Perryville for the fiscal year beginning July 1, 2022, and ending June 30, 2023, to appropriate for certain purposes certain funds and generally related to amendment of the Town's FY 2023 budget.

**Ordinance 2022-14 Law Enforcement MOU - Chief Nitz**

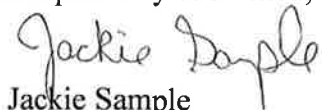
Chief Nitz read the introductory paragraph on behalf of Mayor Roath for Ordinance 2022-14 as follows: For the purpose of approving a certain law enforcement Memorandum of Understanding between the Town of Perryville, on behalf of the Perryville Police Department, and other law enforcement agencies providing law enforcement services in Cecil County; and generally related to providing certain authorization to Perryville Police Department law enforcement officers to exercise powers outside the corporate limits of the Town of Perryville. This MOU was discussed a couple of meetings ago and it was brought to our attention that it had to be in the form of an ordinance.

Mayor Roath asked of there was an expiration date on the MOU.

Chief Nitz replied that there was not, but that both parties can terminate the agreement with 30 days advance written notice.

**Motion** was made by Commissioner Linkey and seconded by Commissioner Snelling to adjourn the October 4, 2022, Town Meeting at 7:47 p.m. **Roll Call Vote:** Commissioner Snelling, Aye, Commissioner Linkey, Aye, Commissioner Taylor, Aye, Mayor Roath, Aye. **All in Favor: Motion Carried.**

Respectfully submitted,



Jackie Sample  
Perryville Town Clerk

