

Town of Perryville
Town Meeting Minutes
December 5, 2023 held at the Perryville Fire Company

Attendance: Mayor: Matthew Roath, Commissioners: Michelle Linkey, Robert Taylor, Timothy Snelling, Town Administrator: George Patchell, Police Chief: Robert Nitz, Outreach Caseworker: Carrie Taylor, Town Clerk: Jackie Sample

Absent: Christina Aldridge

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

The December 5, 2023, Town Meeting was called to order at 7:00 p.m. by Mayor Roath.

Pledge to the Flag

Approval of the Town Meeting Agenda

Motion was made by Commissioner Linkey and seconded by Commissioner Snelling to approve the December 5, 2023, Town Meeting Agenda as written. **All in Favor: Motion Carried.**

Approval of Consent Agenda Items

Motion was made by Commissioner Linkey and seconded by Commissioner Taylor to approve the consent agenda as written, items consisting of the November 7, 2023, Town Meeting Minutes, and the November 16, 2023 Work Session Minutes. **All in Favor: Motion Carried.**

Mayor's Report- Mayor Roath

- 11/6/23 Attended a Cecil County Leadership Meeting to welcome MD Secretary of Commerce Kevin Anderson to Cecil County and attended his tour of the Bainbridge properties.
- 11/9/23 Was scheduled to attend the Cecil County Responders Dinner at Great Wolf Lodge but was unable to attend due to an illness, congratulations to those recognized.
- 11/15/23 Attended the Bike Harford Meeting to discuss the viability of the proposed plans for the pedestrian bridge linking our community to Havre De Grace
- 11/23/23 Served as the official race starter for this years Thanksgiving Turkey Trot event at our community park.
- 11/29/23 Attended a virtual presentation with staff with representatives from Retail Strategies regarding their businesses and what they could do for our town. They are a business planning and marketing firm who provide assistance for growing municipalities in securing nationally branded business opportunities and placement.
- 12/1/23 Scheduled to participate in the Havre De Grace holiday parade but unable to attend due to another illness and unable to attend the Cecil County Xmas Parade at North East the next day.
- 12/5/23 After meeting with Mr. Patchell he checked in on the meeting room and the hope is to be in there for the next meeting.

Commissioner Reports

Public Safety Report - Commissioner Linkey

Commissioner Linkey attended all scheduled meetings and met with the Police Chief twice a week. She announced that we are hosting the library at the Police Department for their book discussion meetings due to them being closed for construction and until our meeting room is available. Chief Nitz received a thank you card from a citizen which she wanted him to read.

Chief Nitz stated that they received a card last evening in reference to an incident that occurred on November 26 involving a cardiac arrest call on Cole Street that three officers responded to. The first officer arriving accessed the patient who was turning blue and dragged him out of the bathroom and performed an emergency assessment and protocols on him. When the second officer arrived, they switched, and the other officer did chest compressions and the first officer did the valve bag to get some air into his chest and the third officer arrived and assisted as well. In doing this they were able to establish a pulse prior to EMS arriving, he was transported to the hospital and survived the incident. Chief Nitz read the card from the patient's spouse who thanked those who responded to the November 26 incident and to all of them for all that they do. He stated that all three officers have been nominated for a life saving award and will be receiving a life saving award at the Christmas Holiday party on December 15th.

Commissioner Taylor asked if he would tell us the name of the officers for the record.

Chief Nitz responded that it was Corporal Speis, Officer Huffstetler, and Officer Bush.

Fire Department Report - Brad Willis

Fire Chief Willis reported that there were 56 Fire Calls for November - (516 Calls Year to Date), 85 EMS Calls for November - (1,299 Calls Year to Date) with an Average Response Time of 4.8 minutes. Repairs to both ambulances have been completed and both are back in service at this time. The motor and transmission were replaced and overhauled in the used ambulance we purchased. A huge thank you to Crouch's Automotive in North East for making it a priority and turning the unit around in under two weeks. A vendor was selected to make repairs to the heating system in the hall and we hope to have repairs made prior to Christmas. Knox Boxes have been installed at 231 Roundhouse Drive and have already proved to be effective in gaining rapid access. Two additional alarms were forwarded to Chief Nitz for code enforcement of false automatic alarms, one being 1240 Chesapeake Overlook Parkway involving a dry system that was not properly installed.

Commissioner Linkey wanted to give recognition to the Outreach Program for all that they did for Thanksgiving and for their continued efforts with Christmas and everything else.

Wastewater and Water Treatment Plant - Commissioner Taylor

Commissioner Taylor reported that both the Wastewater and Water Treatment Plants were in full compliance with our permits for the month with our test results for October and November to date. We sent our sample of organic carbon to Martell labs who failed to send it to their subcontractor which is going to cause us to have a violation with the State. Martell has assured us that it will not happen again. Also due to a significant rainfall event on the 21st of November we had a small overflow at the wastewater plant, so we are waiting to hear back from the State on that violation. Construction is continuing on the denitrification plant, and we have awarded the bids for the filter upgrade to a company named M2.

Mayor Roath was trying to figure out the reasoning for the overflow at the wastewater plant if it is a timing effect.

Commissioner Taylor responded that when the water is too high and we are getting in a big inflow from all over the town plus the VA, there is not a lot that you can do if one of the tanks is at the end of its cycle, it is going to fill up. Both tanks operate on a cycle where they go up and down, if they are both on the lower end of it then we are ok during a major rain event. If both of them are at up at the top part of the cycle, then we can get an overflow and unfortunately there is nothing we can do about it.

Mr. Patchell stated that it is a combination of I&I and the actual rainwater that is coming in over top of the SBR's that are open.

Commissioner Linkey started to inquire about the fine that we will get because of the lab not doing their job which Commissioner Taylor answered in anticipation of what she was going to ask.

Commissioner Taylor made note that he had asked I f Martell was going to pay the fine since they did not do their job.

Mr. Patchell stated that Jeff had had a conversation with the contractor, and they were not willing to do it at that time, but it does not mean that they are not going to, that will require another discussion.

Mayor Roath inquired if we know what the significance of what the financial burden will be, hundreds or thousands.

Mr. Patchell did not have that information and Commissioner Taylor does not believe it would be hugely significant.

Commissioner Linkey commented that it is just the principle of the whole thing, Commissioner Taylor agreed that they were contracted to do the one thing that they did not do, and we are getting the fine for it.

Mr. Patchell responded that we had just moved to this company because of issues with our last contractor so this is not getting off to a good start.

Planning and Zoning Report

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

Public Works Report

Mayor Roath reported that the DPW report will be on-line. One of the big things that was done was getting all of the Christmas lights put up and the decorations at Lower Ferry Park being put out in preparation for our Christmas in the Park event and parade this Saturday.

Administrative Staff Report

Commissioner Snelling hoped that everyone had a great Thanksgiving. He attended the First Responders Awards Ceremony on 11/19 at Great Wolf Lodge. We hired a Police Officer, and they will

attend training school in January, and we hired a DPW employee who will start on December 17th. We are still looking for a crossing guard to take over in January and the full report will be on-line.

Town Administrators Report - George Patchell

Mr. Patchell reported that he met with Heather Johnson from Underwood and Associates regarding the Ice House Park Design project and DNR grant requirements that is reimbursable, and our first report will be due later this month. He also met with representatives from Comcast to discuss a non-franchise agreement with the Town. As of now we have denied them access to running utilities until a franchise agreement has been reached. For the Sanitary Sewer project, the work at Pump Station 4 is coming to an end and hopefully that pump will be fully operational by December 15th. As Commissioner Taylor reported we have awarded the contract to M2, a contractor out of Lancaster PA, and the notice of award was sent out on November 24 with an estimated final completion date of September 2024. The Wastewater Treatment Plant ENR project is falling behind schedule due to the bedrock from an old river bed causing issues with the installation of the steel columns. They are looking at alternative methods to install the columns.

Commissioner Taylor commented that in a normal construction situation they normally drill holes and blast the rock to break it across. In this situation they cannot do that because of all of the underground pipes that are in the sewer plant area that would cause a phenomenal amount of damage to our plant, so they need to figure out a way to drill into the bedrock.

Mayor Roath inquired how far they have gone down, and how far they need to go.

Mr. Patchell believes that they must go down 20 feet, some of them are in but the majority are not complete at this time. For the Water Distribution Study AECOM is evaluating the Water Treatment Plant and distribution system and will provide an update at the December 19th Work Session. The Rt. 222 sidewalk project is scheduled to begin in April of 2024. We are in the process of determining how we are going to relocate the two fire hydrants that are on the side of the bank where the sidewalk will be placed. The kickoff for the DNR Ice House Park Shoreline project was on November 8, 2023, and we walked the park with DNR for them to get a better understanding of the scope of the project to move forward. We are looking at the completion date of December 15 for the meeting room renovation. The compensation, salary, and job description study kickoff meeting was held on November 28, 2023, and we are in the process of filing out all of the evaluation forms with the department heads.

Commissioner Taylor asked for confirmation that the Rt. 222 sidewalk was going to be on the same side of the road as the funeral home, to which Mr. Patchell confirmed it will be.

Mr. Patchell commented that there are the two fire hydrants located in that area that was thought to be an easy relocation. When our engineer went to do the design and provide with the State, there is going to be considerable excavation necessary to raise them up to the point that is necessary, and we have no record of the shut off valve locations for those fire hydrants. The area will need to be excavated to locate those valves to shut the fire hydrants off before we relocate them. SHA is willing to place that project into their bid for the overall project which will save us time and money rather than putting an RFP out.

Mayor Roath inquired if there are hydrants across the street or just on that side.

Mr. Patchell stated that there is one across the street.

Mayor Roath assumed that the two that are on the one side were put there for the potential residential growth in that section, which is wetlands and is not going to happen. He asked the Fire Chief if two are necessary.

Chief Willis responded that you never want to take away, they have been there since the creation of the outlet mall originally where the line ran and when the Town annexed Beacon Point and the original farmland where the one is and went into that property was intended to be the entrance to Beacon Point instead of St. Marks Church Road, but because of the wetland and critical area you just mentioned stopped that from happening.

Commissioner Taylor inquired if the fire hydrant is there just because there is a pipe going through there if it something that you could look at and see if it is even necessary.

Chief Willis responded that he could go tomorrow and take a look at it and take some measurements.

Mr. Patchell explained that the system is a loop system so you need to be careful of that, we are hoping you can just cap it off and continue with that loop. We do not want public water too much further than that location on 222.

Commissioner Taylor's thought was that maybe the loop could continue but we just would not need a hydrant there.

Mayor Roath did not want to cause trouble with anything since it is already in process but if that simplifies it and speeds things up and makes it less expensive of a project it is something to consider.

Mr. Patchell commented that he will have Ralph look into that as well.

Commissioner Snelling asked Chief Willis if he can get a number of the fire hydrants that are in that loop, which he responded that he would and will email it to the Mayor and Commissioner Linkey tomorrow.

Police Report - Chief Nitz

Chief Nitz reported that officers issued 51 citations and 119 warnings for various traffic infractions along with 9 parking citations. A total of 7 tractor trailers were stopped along Aiken Avenue violating the road restrictions. They made 4 arrests for drug abuse violations, 3 DUI arrests, with a total of 22 criminal arrests, prepared 34 reports, along with responding to 479 calls for service. There were approximately 165 speed camera violations along Aiken Avenue for the month of November. There were 35 calls for service at Great Wolf Lodge as of November 28th. He wanted to highlight that Corporal Speis and Senior Officer Huffstetler were honored on November 15th for the Mothers Against Drunk Driving award ceremony in Timonium for their efforts in DUI enforcement for the year.

Commissioner Taylor asked if 35 was up or down from last month.

Chief Nitz believes that it was around the same last month.

Commissioner Taylor responded that should be an improvement because they were at 100% capacity the week of Thanksgiving.

Chief Nitz believes that one month we had like 49 or 50, so we are down from that.

Outreach Program Report

Carrie Taylor, the Outreach Program Case Worker gave the monthly report for the Outreach Program. The Outreach focused mainly on providing meals for Thanksgiving, we did full Thanksgiving meals including sides for 30 families in November thanks to Quikcrete and Impact Martial Arts. We also received a \$1,000 donation from Hollywood Casino to help for our Christmas Fund. We are preparing for Christmas and have a mass shopping trip planned with some of our officers and some of our board members from our 5013c organization. It is more manageable than last year, and we are including Middle and High School students like last year for our OP families.

Commissioner Taylor inquired how many families they are buying Christmas presents for this year.

Ms. Taylor responded that it was 40, and managed to get the others adopted out by individuals in terms of our Outreach children, we have over 100 of just our Outreach.

Mayor Roath inquired what the overall number is.

Ms. Taylor did not have the exact figure but estimated that it is around 150.

Mayor Roath inquired if there was anything that they needed from us in regard to the Christmas Drive.

Ms. Taylor stated that they are also doing the Toy Drive on Saturday at the Christmas in the Park event from 2 to 5 p.m.

Mayor Roath asked what kind of toys they needed.

Ms. Taylor responded any unopened new toys for all age ranges, because they do Elementary through High School.

Mayor Roath asked if they could use sporting goods, which she responded yes, we have a lot of requests for sporting goods.

Commissioner Taylor asked about board games, which Ms. Taylor also said was good, along with crafting supplies, science kits, things you may not think that some of them want.

Commissioner Taylor wanted to give a shout out to Quikcrete for jumping in and helping us with Thanksgiving after another local business abruptly cancelled without much warning.

Ms. Taylor responded that they definitely saved Thanksgiving and have also donated for Christmas.

Treasurers Report

Mr. Patchell stated that the Treasurers Report will be on-line.

Public Comment

Dianne Barrick, 412 Roundhouse, inquired if something specific can go out on Facebook about the Outreach Toy Drive instead of just a little blurb.

Ms. Taylor responded that she has a flyer that is getting put out.

Ms. Barrick inquired if that was going to be on Facebook so it could be shared.

Ms. Taylor responded that it was going to be posted tomorrow.

Mayor Roath inquired if the Friends of Outreach have a Facebook page.

Ms. Taylor responded that they do not they have a website.

Ms. Barrick inquired if it would go out on the Town's Facebook page.

Mr. Patchell responded that what typically happens is that they will post it on their website and the Chief will post it and we will share it as well.

Ms. Barrick responded that she will share it on the Perryville Community page too when she picks it up, she said that it is easier to shop when you know what to get. She also asked if there was any update on the dog park.

Mayor Roath stated that we will be speaking about it again at the upcoming Work Session. He commented that we have spoken to a company that is going to be providing a concept drawing for the specs so that there is a visual. He is also still in the process of still getting together with those individual property owners that may potentially be affected by the dog park.

Ms. Barrick inquired if the proposed location was still along Roundhouse Drive, Mayor Roath responded that at this point it was.

New Business

Budget Amendment Ordinance 2023-18

Mr. Patchell read the introductory paragraph for Budget Amendment Ordinance 2023-18 on behalf of Mayor Roath as such: For the purpose of amending the adopted budget for the Town of Perryville for the fiscal year beginning July 1, 2023, and ending June 30, 2024, to appropriate for certain purposes certain funds and generally related to amendment of the Town's FY 2024 budget. It was presented at the Work Session on November the 16th and after discussion regarding the fire hydrant safety locks that line item was removed from this Ordinance along with a change on page 14 where additional funds were needed to purchase the ring-o-matic. This was an upgrade from what was originally purchased that did not function the way that it was supposed to because it was not a strong enough unit, so there was an additional cost for that upgrade.

Commissioner Linkey asked what a ring-o-matic is.

Mr. Patchell responded that Public Works utilize it when there is a broken water line which sucks the water out while they are making the repair.

Emergency Ordinance 2023-19 Boat Ramp Permits

Mr. Patchell commented that after the November 16 Work Session it was determined that the Town was interested in re-evaluating the boat ramp annual fees, especially those associated with out-of-state residents. For that to be adopted by the Town DNR must approve any type of fee adjustment. He reached out to Alice Scalon with DNR on the following day for approval and presented the information that was relayed from the Work Session and the Town was approved by DNR for their request. He explained that this is an Emergency Ordinance because on January 2nd when we open back up for business, we will be selling the 2024 annual boat ramp stickers. He read the introductory paragraph on behalf of Mayor Roath as such: An emergency Ordinance concerning boat ramp permits for the purpose of eliminating daily boat ramp permits; and generally related to boat ramp permits.

Commissioner Snelling inquired if this passes if it will go on the website right away.

Mr. Patchell responded that it will, and this Ordinance is an Emergency Ordinance so it will be in effect right away instead of the standard 20 days after adoption so we will need to advertise the adjustment. We will have to purchase signage to put on the honor box down at the ramp so that everyone knows that we know longer accept the daily passes.

Motion was made by Commissioner Linkey and seconded by Commissioner Taylor to waive the prohibition in Section C4-1 of the Town Charter against passing an ordinance at the meeting in which it is introduced so that the board may vote on Emergency Ordinance 2023-19. **All in Favor: Motion Carried**

Motion was made by Commissioner Taylor and seconded by Commissioner Linkey to approve Emergency Ordinance 2023-19 Boat Ramp Permits. **3 in favor, 1 nay** (Commissioner Snelling): **Motion Passed.**

Resolution 2023-07 Boat Ramp Fees

Mr. Patchell stated that this is a Resolution of the Mayor and Commissioners of the Town of Perryville to establish the costs for the issuance of resident and non-resident boat ramp permits, and establishing the number of out-of-state seasonal boat ramp permits that may be issued annually.

The number of out-of-state permits that will now be allowed to be sold will be 100 at \$100 a piece and the in state will remain at \$25, and will be the remaining 400, out of the overall amount of 500 sold.

Motion was made by Commissioner Taylor and seconded by Commissioner Linkey to approve Resolution 2023-07 Boat Ramp fees. **3 in favor, 1 nay** (Commissioner Snelling): **Motion Passed**

Location of December 19, 2023, Work Session Location Due to Construction of the Town Hall Meeting Room at the Perryville fire House

Commissioner Taylor questioned this because in the Town Administrators report, he has them finishing the meeting room on the 15th of December.

Mr. Patchell responded that the goal is to have the meeting room completed by the 15th but he wanted to make sure that the public knows that if this room is not finished by the 15th we will be here for the 19th Work Session.

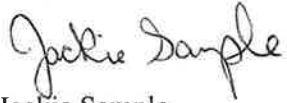
Motion was made by Commissioner Taylor and seconded by Commissioner Linkey to allow the December 19, 2023, Town Meeting here at the Fire House if the Town Hall meeting room is not available.

All in Favor: Motion Carried.

Motion was made by Commissioner Linkey and seconded by Commissioner Taylor to adjourn the December 5, 2023, Town Meeting at 8:35 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

