

**Town of Perryville
Town Meeting Minutes
October 5, 2021**

ATTENDANCE: Mayor: Matthew Roath, Town Commissioners: Michelle Linkey, Robert Taylor, Timothy Snelling, Christina Aldridge, Assistant Town Administrator: Cathy McCardell, Finance Director: Debra Laubach, Police Chief: Robert Nitz, Police Sergeant: Gerard Morgan, Outreach Program Director: Danielle Hemling, Billing Clerk: Tara Blevins, 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 October 5, 2021, Town Meeting was called to order at 7:09 p.m. by Mayor Roath.

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 approve the October 5, 2021, Town Meeting Agenda. **All in Favor: Motion Carried.**

Approval of Consent Agenda

Motion was made by Commissioner Linkey and seconded by Commissioner Aldridge to approve the consent agenda consisting of the September 2, 2021, Meeting Minutes, September 2, 2021, Closed Meeting Minutes, September 7, 2021, Town Meeting Minutes, September 7, 2021, Closed Session Minutes, September 21, 2021, Work Session Minutes, and the September 21, 2021, Special Meeting Minutes. **All in Favor: Motion Carried.**

Mayor's Report

Mayor Roath reported that on September 2nd they continued with the interview process for the Town Administrator position and on September 7th we were able to hire George Patchell as the new Town Administrator and he will begin his employment with the Town of Perryville on the 18th of this month. On September 3rd, the Mayor attended a Fire Truck demonstration at the Perryville Volunteer Fire Department and discussed the need of the ladder truck and the capabilities of the model that they are considering. He attended a meeting with a couple of the Perryville Little League board members to discuss the balance of work still contractually required by the Town of Perryville on Trego field for actual completion, as well as their plans for future tournaments at Trego field and the Perryville Park. Also, discussed their current personalized fundraising campaign and some ideas on how to upgrade our ball fields at the park. On September 9th, he attended a meeting with representatives of Tiki Lee's and Captain Lee's marina to discuss their development plans and construction timelines. They will presenting their full plans at this month's Planning and Zoning meeting. Upon his request they have cleared the excess rubble from their property from the construction at the marina and tended to some

aesthetic issues brought up by the neighbors in the condos. On September 16th he attended the initial planning meeting for the Town's annual Boo Bash. On September 22nd he visited the Outlet Center demolition site and spoke to the Project Manager who stated that the project will be completed in the next couple of weeks. It has been an extended process since they must carefully sort through the materials to make sure that they are properly recycled or disposed of. On September 28th he attended an MML virtual orientation call.

Public Safety -Commissioner Linkey

Commissioner Linkey wanted to remind everyone that next Tuesday will be the National Night Out. Commissioner Linkey stated that Fire Chief Willis had planned to be here tonight but at this time is responding to a fire call at the townhouses at Owens Court. Commissioner Linkey reported that she also attended the interview meetings for the new Town Administrator and is happy to welcome Mr. Patchell aboard. She announced that she had received two resident emails for our Police, one for Officer Pierce and Speis, and another one for Sergeant Morgan for a job well done and for their assistance to the community.

Wastewater and Water Treatment Reports - Commissioner Taylor

Commissioner Taylor reported that both the Water and Wastewater Plants were in full compliance for August and September test results that were received to date. We had an inflow of 25.6 million gallons of water at the wastewater plant and an effluent flow of 23.5 million gallons and we processed 9.6 million gallons of water. As you heard at the Public Hearing, we are working with MDE on the finalizing the plans for the denitrification filter construction at the Wastewater Plant. The State will be funding 4.7 million dollars and the Town will be funding around \$250,000 or less, which will enable us to remove nitrates at the Wastewater Plant at a much greater rate allowing us to expand our capacity without risk of going over the limits for nutrient discharge from MDE. We have received the final grant for \$70,600.00 for meeting the enhanced nutrient removal performance for last year.

Commissioner Taylor announced that he attended the Riversweep event, overseeing the boat ramp a couple of weeks ago, it was not our normal turnout, because we normally do it in the spring, and is not sure if we got it advertised very well, but we did remove a truck full of trash from Garrett Island, and wanted to thank all of the volunteers that came out.

Commissioner Linkey commented that we did have a smaller turnout and lower collection because of that, but the volunteers did work very hard. We had 3 crews this time, having added Rodgers Tavern to the cleanup effort, which also included the community boat ramp, and the Perryville Park. Next year we look for it to be the usual weekend in April, which is the weekend of National Earth Day, which is April 22nd, so it will be April 23rd next year.

Planning and Zoning Staff Report - Commissioner Aldridge

Commissioner Aldridge reported that she met with Ms. Battaglia today. She commented that the Rodgers Tavern quarterly report can be found with the Planning and Zoning report on-

line. The Tap into the Tavern event raised \$3,800 for Rodgers Tavern. The Halloween Boo Bash is coming up on the 29th of October, and with the planning and participation so far it should be bigger and better than we have ever had. Our event is from 5-7, and in addition the Firehouse is having an event from 6-10 p.m. The last Friday Cruisers for the season is coming up on the 15th of October and will start back up again around May of next year. We met with Tiki Lees on Friday, October 1st and the meeting went very well. She was able to look over some of the site plans that they have drawn up so far for the Commissioners to see but are waiting for more detailed plans to come in before opening it for public view. The plans have been submitted to Planning and Zoning this month for review and she will advise when the date and time for that meeting is scheduled. We will be meeting soon to start plans for Christmas and we hope that this will also be bigger and better than before. She will be attending the MML Conference that is coming up next week and is excited about that.

Public Works Report - Commissioner Snelling

Commissioner Snelling reported that the DPW and Parks employees worked at the Riversweep event at the community park, the boat ramp, and Rodgers Tavern. An area of roadway was repaired on Cherry Street, and an area of sidewalk was repaired on Cedar Point Drive along with a failing sewer cleanout being repaired on Riverview Drive. DPW began upgrading water meters along Clayton Street and Sumpter Drive. A contractor is scheduled to reline a section of wastewater main along Susquehanna Avenue and Locust Street. Staff met with a contractor to discuss the upcoming wastewater upgrades.

Treasurer's Report - Deb Laubach

Ms. Laubach reported that the Auditors were here last month for the first couple of weeks performing the on-site audit and no material discrepancies were found at that time. The final report will be prepared off-site, and we should have the final audit by the end of October. As far as the American Rescue Act, we were originally told that we were to prepare a report for the Department of the Treasury at the end of this month, we have now been advised that it is not due until the end of April next year. The CDA Financing part of the report has been update based on the information that was provided earlier. Earlier in the month she prepared a reimbursement package for a grant the Town has with MDE for the planning phase of the Denitrification project.

Police Report - Chief Nitz

Chief Nitz reported that his full report can be found on-line. He reported that they received notification that they received DUI Enforcement grant money from the MD Department of Highway Safety in the amount of \$1,449.42, to be used for saturation patrols on specific dates assigned. We worked the Susquehanna River Running Festival, and there was only one issue that occurred with a runner not being able to complete the course and an ambulance had to be called to get him. We partnered with LGIT to host training on "Reducing Law Enforcement Liability" at the Perryville Community Fire Department. In hosting this training event it allows us to get discounts on our agreements with LGIT and the more events that we host, the more we can mitigate some of the rising costs.

Outreach Report - Danielle Hemling

Ms. Hemling reported that we continue to perform cleanup around Town, and we also participated in Riversweep. Ms. Jane joined us for crafts and brought extras this week. We are still waiting to hear if our grant application has been approved to help provide salary support for our Activity Coordinator position and to provide continued funding for our officer liaison position. We had our first post pandemic meeting with the 501C3 board, and we are looking for two more members on the board, so if anyone is interested, please fill out the application to be presented the next time that we meet. They are putting together a budget for the \$5,000 start-up cost. We are preparing for National Night Out on the 12th of this month and the Fire Department has generously let us use their pavilion again and the food for the event for a cookout has been donated and the CEO from the Baltimore Blast will be our DJ for free. We will be attending the Boo Bash event on the 29th of October as well, and the kids will be carving 30 pumpkins for decorations for the event, along with a scarecrow or two to decorate downtown. We are also going to be showing a movie, Hocus Pocus, later that evening at the Fire Department's event.

From the Floor

Jackie Weih, 730 Aiken Avenue, once again brought up the speeding on Aiken Avenue and feels that it has gotten worse again. She is in support of the Red Speed Camera Program that is to be voted on later this evening and for the support from the Perryville Police Department. She has also messaged Commissioner Linkey about the pedestrian sign that had been run over by a truck and wanted to thank the Town for getting it repaired.

Commissioner Linkey commented that she forwarded this to Aaron, the DPW Supervisor, who was going to contact State Highway since it is theirs and Commissioner Snelling who oversees DPW.

Chief Willis, from the Perryville Fire Department arrived at the meeting after responding to a call and gave the stats for the month of September, they had 41 Fire Calls, 106 ambulance calls with the County assisting us on 56 of the ambulance calls. We had the opportunity to add two EMT's to our family this past month. Our average response time was 4 1/2 minutes. We have a lot of events coming up this coming month, National Night Out where we are assisting the Perryville Police Department and the Outreach Program on Tuesday night the 12th of October. On the 23rd of this month we will be having the Sound the Alarm event which focused on the downtown area a couple of years ago. This year we will be focusing on the Beacon Point and Riverview Hills area with our community outreach beginning at 8 a.m. in the morning through noon, in which we partner with the American Red Cross, who provide all the smoke detectors along with some informational material. On October 29th, we have our combination Boo Bash and Trunk or Treat between the Town and the Perryville Fire Department providing activities for the Town residents and their kids. He has spoken with Charles on working together for other programs in the future with the Town.

Commissioner Linkey asked if we knew whether Trick or Treat was going to be held on the traditional date this year or not, to which Ms. McCardell responded that as far as she knew it was going to be the 31st from 6-8p.m.

New Business

Red Speed Camera Program - Commissioner Linkey

Commissioner Linkey wanted to get a consensus on how the board wishes to proceed with this program, since there are other options available that we may want to move forward with in the future but maybe not right away. Or if we just want to contact them to move forward with the traffic study that they do and then go from there.

Mayor Roath responded that it appears that what we are looking for today is to agree to the process, the system, and the company and once they get the numbers worked out then we can find out how expansive the project is and what we choose to go with. He believes that tonight it is just to initiate the process. He asked if there were any more comments on this topic, there was not.

Motion was made by Commissioner Linkey and seconded by Commissioner Aldridge to follow through with contacting RedSpeed to set up a program with them as soon as possible. **All in Favor: Motion Carried.**

Perryville Fire Company Request for Funding

Mayor Roath explained that we have a request for a motion to approve the amount and source of funding for a request from the Perryville Fire Company for funds to assist with the purchase of equipment to replace outdated equipment. We have a request and detailed report from the Perryville Fire Company requesting a \$125,000 donation to help with materials. He asked Ms. Laubach to explain what if anything has been budgeted for this kind of request.

Ms. Laubach explained that although this had not been budgeted for, this would have to be brought into the budget by Ordinance. She went back and reviewed our Local Impact Funds for the past couple of years. For FY20 we were short, but for FY21 we had a surplus over what we normally budgeted over and above the shortage from the year before. Between the two years we have a surplus of \$22,156. She presented the schedule that she presents to the County every quarter, and this is as of the fourth quarter FY21. The last column shows what has not been spent out of the previous year's budget and prior to FY21, those funds are now available to be reallocated to this year and future years. They are in restricted fund status and can only be spent on accounts that meet the qualifications for Local Impact. There are funds that Aaron had requested to be rolled over into this year's budget in the amount of \$139,919 for I&I over and above the amount of \$22,156 that I requested be reallocated for this purpose.

Commissioner Snelling asked Chief Willis if the \$125,000 covers all of the cost of the equipment that is being replaced.

Chief Willis responded that he rounded it off, \$688.86 is the difference.

Commissioner Snelling inquired if they were able to obtain any funding for the water line at Station 16.

Chief Willis responded that they had, they were able to obtain an MDE Grant, and we just received word the end of the month that we are eligible for a USDA Grant for another \$50,000, and we are still responsible for \$55,000.

Ms. Laubach responded that we have \$50,000 budgeted for that purpose in this year's budget from Local Impact Funds.

Motion was made by Commissioner Snelling and seconded by Commissioner Linkey to approve the amount of \$125,688.86 to cover the cost of supplies that the Perryville Fire Company needs. Discussion: Mayor Roath brought up that he has had conversation with the Chief regarding the amount that we have already allocated in our budget in the amount of \$70,000 which addresses safety concerns. He believes that it brings up some concerns when it comes to accounting in the future when it comes down to donations to the Fire Department being separate from special requests. He asked Ms. Laubach if she sees that as being an issue on the future.

Ms. Laubach responded that right now we have three different line items for the Fire Department budgeted, one is for the \$70,000, one is the \$2,000 safety grant, and then we have the Amoss Fund Grant from the State and the \$50,000 that was for the water line at Station 16.

Chief Willis explained that the Amoss Fund comes from the State and the reason that they get that money is because you give us money every year, and it averages out to about \$2,800.

The motion was brought forward for a vote after discussion. **All in Favor: Motion Carried.**

Requests for Locks on Fire Hydrants

There was a request for locks to be put on various fire hydrants around town that are in high-risk locations.

Ms. Laubach stated that Commissioner Snelling had inquired if that money could come from the American Rescue Act Funding. As far as she knows it should not be any problem, one of the criteria is safety for the police or fire departments and she believes that will fall into that line item.

Commissioner Snelling had asked the Public Works Supervisor to get a price on the fire hydrant locks due to people opening the fire hydrants and using water illegally causing issues with the water quality. The price came in at \$285 each for the locks for 51 fire hydrants, which would be \$14,535, in addition 75 padlocks to cover the new locks that are being put on and for the existing 25 that we already have so that all the locks will be the same.

Mayor Roath inquired if this includes the one that the Fire Company be put in front of their Fire Station for training, to which Commissioner Snelling responded that it does.

Motion was made by Commissioner Snelling and seconded by Commissioner Linkey to purchase the Mueller fire hydrant devices for 51 fire hydrants at \$285 each for a total of \$14,535

and in addition to that to purchase 75 locks at \$16.65 a piece for a total of \$1,248.75. **All in Favor: Motion Carried.**

VA Request for disposal of adjuvant material

Commissioner Taylor explained that the VA had material that was leftover from the creation of vaccines, which contains a high PH that had to be disposed of and cannot just be dumped into the waterway. They have asked us if we would process it through our Wastewater Plant, which is something that can be done through our digestors for a minor amount of labor and material around \$500 to take the PH to a level that we can run through the plant and discharge them into the Chesapeake Bay. The Water/Wastewater Superintendent suggested that we agree to dispose of the material for a fee of \$10,000.

Motion was made by Commissioner Taylor and seconded by Commissioner Linkey to approve the VA disposal request for the adjuvant material and offer to do it for them for the fee of \$10,000. **All in Favor: Motion Carried.**

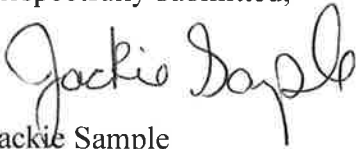
Mr. Sussman reminded that Mayor that they had not acted on the line item 11.B. on the agenda, Ordinance 2021-10 Infrastructure Bond Series A.

Ordinance 2021-10 Infrastructure Bond Series A.

Motion was made by Commissioner Linkey and seconded by Commissioner Taylor to formally withdraw Ordinance 2021-10 Infrastructure Bond Series A. **All in Favor: Motion Carried.**

Motion was made by Commissioner Taylor and seconded by Commissioner Aldridge to adjourn the October 5, 2021, Town Meeting at 8:03 p.m. to go into a closed session under General Provisions Article § 3-305(b) (7) To consult with counsel to obtain legal advice in reference to a business water connection after a 10-minute break. **All in Favor: Motion Carried.**

Respectfully submitted,


Jackie Sample
Perryville Town Clerk

TOWN OF PERRYVILLE
FORM OF STATEMENT FOR CLOSING A MEETING
(FROM OPEN MEETINGS MANUAL - APPENDIX C)

Location: Town Hall Date: 10/5/2021 Time: 8:03 p.m.
Motion By: Commissioner Taylor Seconded By: Commissioner Aldridge

VOTE TO CLOSE SESSION:

	AYE	NAY	ABSTAIN	ABSENT
Mayor Roath	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Linkey	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Snelling	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Aldridge	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Taylor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

STATUTORY AUTHORITY TO CLOSE SESSION

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;

☐ (2) To protect the privacy or reputation of an individual with respect to a matter that is not related to public business;

☐ (3) To consider the acquisition of real property for a public purpose and matters directly related to the acquisition;

☐ (4) To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State;

☐ (5) To consider the investment of public funds;

☐ (6) To consider the marketing of public securities;

☒ (7) To consult with counsel to obtain legal advice;

☐ (8) To consult with staff, consultants, or other individuals about pending or potential litigation;

☐ (9) To conduct collective bargaining negotiations or consider matters that relate to the negotiations;

☐ (10) To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including:

- (i) the deployment of fire and police services and staff; and
- (ii) the development and implementation of emergency plans;

☐ (11) To prepare, administer, or grade a scholastic, licensing, or qualifying examination;

☐ (12) To conduct or discuss an investigative proceeding on actual or possible criminal conduct;

☐ (13) To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter;

☐ (14) Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

FOR EACH CITATION CHECKED ABOVE, THE REASON FOR CLOSING AND THE TOPICS TO BE DISCUSSED:

To consult with counsel to obtain legal advice in reference to a business water connection.



Signature of Presiding Officer