

April 30, 2018

The regular meeting of the Pocomoke City Mayor and Council was held in the Council Chambers at City Hall on Monday, April 30, 2018. The meeting was called to order at 6:30 P.M.

Present: Mayor Bruce Morrison
First Vice President Esther Troast
Council Members: Diane Downing, Todd Nock,
Dale Trotter, George Tasker
City Manager Robert L. Cowger, Jr
City Attorney Roscoe Leslie
City Clerk Carol L. Sullivan

Review Minutes:

In a motion (Trotter, Downing passed) to approve the minutes of the April 9, 2018 meeting.

Review and approval of bills:

In a motion (Downing, Trotter passed) the bills presented to be paid. (Copy of bill list attached to original minutes).

Emergency Resolution No. 515, this clarifies and replaces Resolution No. 514 to borrow money from Hebron Savings Bank in the amount of \$1.123 million to replace water lines in Pocomoke Heights.

In a motion (Tasker, Downing passed) to adopt Emergency Resolution No. 515, this clarifies and and replaces Resolution No. 514 to borrow money from Hebron Savings Bank in the amount of \$1.123 million to replace water lines in Pocomoke Heights. (Roll call: Tasker, aye; Downing, aye; Trotter, aye; Nock, aye; Troast, aye)

Emergency Resolution No. 516 for interim financing for Clarke Ave. Main Pumping Station Rehabilitation.

In a motion (Tasker, Downing passed) to approve Emergency Resolution No. 516 for interim financing for Clarke Ave. Main Pumping Station Rehabilitation.

Ms. Barbara Carpenter, Wellness Ambassador, Rite Aid, to discuss flu vaccine.

Ms. Carpenter, stated that she would like to have permission to have a flu vaccine clinic for City employees. Rite Aid would provide a pharmacist, there would be no charge for them to come out, the only thing that they would need is a copy of employee's insurance card and the employee would need to sign a consent form.

In a motion (Trotter, Tasker passed) to allow Rite Aid to come to the City with a pharmacist to give flu shots to employees at a date and time to be authorize by City Manager.

Authorize City Manager to lock-in health insurance quotes for FY 2018/19. (Need to clarify which plan, and are we increasing the deductible to employees with an increase co-pay):

In a motion (Tasker, Downing passed) to authorize City Manager to lock-in health insurance quote for FY 2018/19.

Commander Tim Corbin of the American Legion to discuss plans moving forward and to acknowledge concerns.

Commander Tim Corbin discussed the concerns that the Council may have and the changes that are taking place at the American Legion. Recent events have caused him to be more concerned of the daily operations. The Liquor Control Board asked them to express why their alcohol licenses should be renewed. They have installed more lights and upgraded the surveillance camera. As you know the American Legion is a Veteran's organization with use for the members and guest only. They have let that policy slide by. They are going to have strict adherence to that policy in the future. They now have a contract with restrictions for renters and all events must have food served (not just snacks, etc.). There will not be a rental agreement that require door fees or entry fees. Currently they are only going to be rental agreements for weddings, funeral receptions, and 501-3 (C) organizations as defined by the tax laws. The closing time will be midnight for rental events. The Executive Committee may vary any of the restrictions by a majority vote. He hopes this relieves some of the concerns. He extended the opportunity to come anytime that the Council would like for him to come and discuss any concerns that they may have and to give an update on what is going on at the American Legion.

City Manager Cowger commended Commander Corbin on the progress that they have made and said that was what the City was looking for to happen. He felt that with these changes the City would be behind them in keeping their liquor license.

City Manager to request bids for street resurfacing: (the timber sale has been received and would like to move forward with street repairs):Broad Street, 8th Street (from railroad tracks to Cedar Street, Lynnhaven Drive:

City Manager Cowger stated that the money from the timber sale is here, and that it was ear-marked to resurface some of the streets in town. He stated that the money would re-pave Broad Street, 8th Street from railroad tracks to Cedar Street, Lynnhaven Drive and possibly Newtown Blvd. He would like to have approval to get proposals for the re-paving of the four streets.

First Vice President Troast stated that she would like to have 11th Street repaved. It is in need of repair, it is in worse shape of any of the streets mentioned.

City Manager Cowger stated that the drainage pipelines are collapsing, that needed to be corrected before it is repaved.

First Vice President Troast stated that Lynnhaven Drive needs to be repaved.

Councilman Tasker stated that he would like to see Fourth Street repaved.

City Manager Cowger stated that if the Highway User Revenue is reinstated, that we could get on a schedule to have all the streets repaved.

In a motion (Trotter, Nock passed) to allow City Manager to request for bids for street repaving.

City Manager to request bids for septic flow meter to be installed at WWTP for recordation of haulers usage. Bid estimate approval \$30,000-\$35,000.

City Manager Cowger stated that we have been charging the haulers the full tank, even if the truck was only half full because we don't have scales or a way of measurement. He has had complaints from haulers and he would like to request bids for a septic flow meter. The meter will have actual gallons dumped and the City can bill the hauler the actual amount that was dumped. The funding will come from the settlement that was just received.

In a motion (Tasker, Downing passed) to allow City Manager to request proposals for a septic flow meter.

City Manager to request bids for a mini excavator "used with low hours" bid estimate \$40,000-\$50,000. This machine is needed to work in the water line replacement project and also to start in the process of ditch cleaning maintenance around town. Funding is partially from the water-line project budgeted item and some from Public Works capital outlay:

City Manager Cowger stated that he would like to request bids for a used mini excavator. He stated that he included part of the funds in the loan from Hebron Savings Bank and the other part would be in capital outlay from Public Works. This is needed to continue the waterline replacements in the Heights and once that work is completed they can use it to clean the ditches out.

In a motion (Trotter, Nock passed) to allow City Manager to request bids for a mini excavator in the amount of \$40,000 to \$50,000 range.

City Manager to request approval to move forward with the purchase of two fuel tanks, fencing and electrical tie in.

City Manager Cowger stated that he has gotten proposals for two fuel tanks to be installed near the docks. He thinks that it will help with boat traffic and help the revitalization in the downtown area. He stated that the money is available, where surplus equipment has been sold during the past year. The quote for the fuel tanks is from Clarke Welding Service in the amount of \$32,384.24, the fence around the tanks is from Anderson Fence in the amount of \$ 3,242, and for electrical tie in from Stone Electrical in the amount of \$1,000 for a total cost of \$36,626. He stated that he would like to have this up and running before Memorial Day weekend.

Councilman Trotter asked where the tanks will be located.

City Manager Cowger stated at Maple Street, parallel with the river.

Councilman Trotter asked if Riverside Drive would be closed.

City Manager Cowger stated that Riverside Drive would not be closed.

In a motion (Tasker, Trotter passed) to approve to move forward with the purchase and installing two fuel tanks on Maple Street parallel to the river.

Mr. Dan Brandewie, Planning Director, to request submission of three grants for FY 2019:

Mr. Brandewie stated that we would like to apply for Community Development Block Grant to repave the streets within the Heights neighborhood. The funding request would be \$300,000. The second grant would be a Community Legacy Grant- one in the amount of \$50,000 to continue the existing downtown business improvement program and one to assist residential properties by creating a residential façade improvement in the amount of \$50,000. The third grant would be Community Legacy Neighborhood Intervention – Strategic Demolition. This grant would be in the amount of \$100,000. The funds would be for demolition and for acquisition of dilapidated buildings in the core area of the city. This grant would require a match of \$25,000 from the City. The property would be land-banked for future development or made to expand existing green space.

Councilman Nock asked who would be deciding on the plan, property owners, the Council or staff.

Mr. Brandewie stated that it should originate with the Council with Planning and Zoning Commission input. He stated that there is not a boundary line drawn yet, and the Council will need to approve any area designated rehab area.

In a motion (Trotter, Downing passed) to proceed with the application process, with the Council receiving a list of properties and buildings that are to be acquired and demolished.

Comments from Council:

Councilman Nock requested that at the end of Laurel Street, he would like to have “Children at Play” signs posted and they would like to have more police officers patrolling the area.

Councilman Trotter stated that the old former card shop in downtown could possible become a hazard, he asked if the City could go ahead and install plywood over the window and send the owner an invoice. The tot-lot in Cypress Park and the basketball court on Short Street needs to be cleaned-up, the general maintenance that is completed each year. He also asked where the location of the Fireman’s Munster, to be held on June 16 would be.

City Manager Cowger stated that originally it was set to be on Market Street, that the Council had agreed to use Market Street. But he understands that there are a

couple of complaints. He stated that the only other place to have it is on Riverside Drive. It is a competition and the vehicles are side by side.

Councilman Trotter stated Riverside Drive would be better. We could borrow the bleachers from Ocean City for the spectators to have a place to sit.

Everybody was in agreement to move the Fireman's Munster to Riverside Drive.

First Vice President Troast stated that she would like to see the police presence on Cedar Street before and after school.

Comments from Audience:

No comments.

Following a motion by Councilman Nock and seconded by Councilman Tasker, the Council voted to meet in a closed session at 7:20 P.M. in the Council Chambers. Present were Mayor Morrison, Councilwoman Troast, Councilman Nock, Councilman Trotter, Councilman Tasker, Councilwoman Downing, City Manager Cowger, City Attorney Leslie, and City Clerk Carol Sullivan. The Mayor and Council to discuss, 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 any other personnel matter that affects one or more specific individuals. The Council voted to pay the deficit of Councilmember's Maryland State Retirement account; the Council voted to re-visit the reclassification of Administrative Assistant to Executive Administrative Assistant in December; the Council all agreed on new hire for the police department.

Approved: _____

Carol L. Sullivan

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City Clerk