

October 17, 2016

Pocomoke City Mayor and Council held a regular meeting in the Council Chambers at City Hall on Tuesday September 6, 2016. The meeting was called to order at 6:30 P.M.

Present: Mayor Bruce Morrison
Council Members: Diane Downing, Esther Troast,
George Tasker, Dale Trotter, Brian Hirshman
City Manager/City Attorney: Ernie Crofoot
City Clerk: Carol L. Sullivan

Review and approval of minutes from meeting of October 3 and October 11, 2016.

In a motion (Tasker, Downing passed) to approve the minutes of the October 3, and October 11, 2016, meeting as presented.

A presentation by Crisfield Mayor Kim Lawson and City Manager Rick Pollitt:

Mayor Morrison introduced Mayor Kim Lawson and City Manager Rick Pollitt: Mayor Lawson stated that they would like to show how humble and appreciative they are by presenting a bushel of number 1 jimmy crabs to the Mayor and Council and Public Works Department for allowing them to borrow the spare trash truck. They also had a Smith Island cake for the Mayor and Council.

Mayor Morrison thanked Mayor Lawson and City Manager Pollitt and stated that they were glad they could help. He also stated that the City would be borrowing Snow Hill's street sweeper to sweep our streets. It is good to know that we can count on our neighbors to help when we need them.

Representatives of PKS, Inc., to present audit report for fiscal year ending 2016:

Mr. Mike Klegler stated that the purpose of their attendance was to make a formal presentation to highlight the annual audit findings. He added that the firm's audit opinion was "a clean or unmodified opinion", which is the highest opinion that they can render regarding the City's audit.

Ms. Leslie Michalik discussed the General Fund Revenues by source, stating that total revenues were \$5,023,133. Property taxes accounted for 72% of the total revenue, followed by intergovernmental revenues of 18%. The largest expense category was Public Safety at 33%, followed by Public Works at 18%. The largest expenditures were for salaries and employee benefits with a total of 57%. The total water and sewer net position at year end was \$8,236,114. The Ambulance fund had an increase of \$34,694 in net position with a net position at end of year of \$35,820.

Mr. Klegler stated that at the end of year cash on hand was \$157,945 which a very low balance. He stated that we need to work on increasing the surplus to at least \$750,000 or better on hand at year end.

Scott Getchell, GMB representative to discuss GIS study:

Mr. Getchell stated that they have compiled all water and sewer project maps and created one master GIS database. The water system database is complete but they are still working on the sewer database system. A field verification testing is scheduled to occur on Tuesday, October 18. The information from this testing will be inserted into the modeling software for calibration. Once the model has been calibrated, results will resemble real-time conditions in the field with respect to flow, pressure and chlorine residuals. Our engineers will use the information to run scenarios to improve troubled areas. With this GMB will know what capital improvements are necessary to improve the water quality and quantity throughout the city. The water treatment plant, wells, water towers and wastewater pump stations are to be evaluated for capital improvements. We hope to have this completed by the end of 2016.

City Manager Crofoot stated that we are forced to undertake the sewer line from 14th and Market southward to the next manhole. There's a camera stuck in the line and huge break in the sewer line. The City will be doing 90% of the repair. We will be starting that job tomorrow and there will be traffic detours.

Authorize Mayor to sign lease with Delmarva Discovery Center:

Mayor Morrison stated that this item will be removed from the agenda. Stacey Weiser from Discovery Center would like to give a brief update on the DDC.

Ms. Weiser presented a slide show with open weekend of the Wally Gordon Otter River. She stated that they have been very busy since the open weekend. They have made all exhibits handicapped accessible. They have a new reptile exhibit that will open in the near future. She stated that PublicWorks Department and City Manager Crofoot are very helpful when they ask for assistance and they are really appreciative of their help. Don't forget the Heritage Days on October 22 and 23. The DDC is now open seven (7) days a week. Ms. Weiser thanked the Mayor and Council for their continued support.

Discuss letter from Glad Tidings Church requesting City participating in their Trucks and Treats event on October 31, from 4:00 PM – 7:00 PM:

Mayor Morrison stated that the City has participated in this event in the past and he would like to continue our participating in this event.

In a motion (Tasker, Trotter passed) to participate in Glad Tidings Church "Trucks and Treats" this year.

Presentation by Kasey Decker, United Way representative:

Ms. Decker thanked the City for the contribution for last year, it was huge and a record breaker. She presented a slide presentation on how United Way helps our community. She urged everyone to participate in donating financially or volunteering time. She stated that all funds donated stay here on the shore. United Way supports 52 programs and 25 partners.

City Manager Crofoot stated that this year there will be competition between the Police Department versus the other departments. Also, we will be having other drawings one that includes having lunch with the City Manager.

Ms. Decker stated that City Manager Crofoot and City Clerk Sullivan are leaders of this event and are such a joy to work with.

Discuss BZA letter regarding solar panels:

Mayor Morrison stated that attorney for Board of Zoning Appeals has requested to have solar panels no longer to be considered as an accessory use subject to their formal approval.

City Manager Crofoot stated that this is a valid and doable request, and we should allow use of solar panels. He stated that he would bring legislation back as soon as possible.

Recognize closeout Community Legacy grants:

City Manager Crofoot stated that the City received a letter from Maryland Department of Housing and Community Development. The letter states that we have received these grants and they have been handled correctly and now being closed out. City Manager Crofoot stated that he thinks the City is doing a good job managing the grants that we have and a great job looking for other grants.

Public meeting with representative from Comcast:

City Manager Crofoot stated that the point of having Mr. Chris Comer here was to discuss any complaints for service or improving the service.

Mr. Comer listened to several complaints and concerns from citizens. He gave his business card to several citizens. He stated that he would let others know about the complaints and concerns from this area. Also, heard complaints about how the cost of internet and cable are increasing. Some people feel that we should not have a franchise as they feel we need competition as they feel service would be better.

Comments from Council:

Councilman Tasker stated that we could put our speed signs on Cedar Street to see if it would slow the traffic on the street.

City Manager Crofoot stated that ours is broken and he would see how much it would cost to have them repaired.

Councilman Tasker asked if we could have electric to the Community Garden.

City Manager Crofoot stated that they have spoken to him about that and it would cost them about \$3,000 and they didn't have the money for the installation.

Councilwoman Downing stated that there are potholes on 8th Street as you are approaching the middle school.

Councilwoman Troast stated that there were potholes on 11th Street that need attention.

Councilman Trotter stated that the lights downtown are still out as, he would like to see them on at night.

City Manager Crofoot stated that they have been repaired.

Councilman Trotter asked if we have contacted Snow Hill to see if we could borrow their street sweeper as we really need to clean our streets.

City Manager Crofoot stated that he had emailed them and had not heard back, he would call.

Councilman Trotter asked about the property that the City was going to donate to the Fire Company to put their storage building on.

City Manager Crofoot asked if they were still interested in the old fish building, if so he would need to do a subdivision on the lot.

Councilman Trotter stated that they would like to have the old fish building.

Mayor Morrison stated that the storm drain in Jenkins Orchard is terrible.

City Manager Crofoot stated that the storm drains have been filled, he and Mr. Davis will go by there and issue a notice to the homeowners if the ditch has been filled in. Also, it is not the City's responsibility to keep the swales and ditches cleaned out as we do not have an easement to the properties. It is the homeowner's responsibility.

Mayor Morrison stated that he was so tired of getting phone calls and complaints on the old houses in town. He would like to see the Council sign the Fire Company's agreement on burning houses on Second Street.

City Manager Crofoot stated that the Fire Company's agreement was for the owner and we are not the owners. He stated that he changed the contract and the Fire Company would not have signed.

Councilman Tasker made a motion, seconded by Councilwoman Troast to authorize the Fire Company to burn the houses down on Second Street, the motion was carried.

Comments from the Audience:

Mr. Ronnie White asked what happen on Wednesday concerning bulk day.

Mayor Morrison stated that with the sewer line problem, no bulk items were picked up as all employees were working on the sewer line problem.

Ms. Monna VanEss stated that there are abandoned vehicles in town. There seems to a lot recently, is there a program in place to look for abandoned vehicles.

Mr. Billy Sparrow, member of the Jenkins Orchard Board of Directors, stated that he would like to go with a representative from the City when they go to Jenkins Orchard to look at the ditches. Also, he stated that there are cracks in the pavement as you turn into the development and would like to see them sealed before winter.

With no other business a motion by Councilwoman Downing, seconded by Councilman Trotter to adjourn at 8:06 P.M.

Approved: _____

Carol L. Sullivan
City Clerk