

CITY OF SALISBURY
WORK SESSION
FEBRUARY 4, 2013

Public Officials Present

Council President Terry E. Cohen
Councilwoman Laura Mitchell

Council Vice-President Deborah S. Campbell
Councilman Timothy K. Spies

Public Officials Not Present

Mayor James Ireton, Jr.
Councilwoman Eugenie P. Shields

In Attendance

Assistant City Clerk Diane C. Nelson, CMC, City Administrator John Pick, ICMA-CM, Assistant City Administrator Lore Chambers, Ph.D., City Attorney Mark Tilghman, Police Chief Barbara Duncan, interested Citizens, and Members of the Press.

The City Council convened in work session at 12:48 p.m. in Conference Room 306 of the Government Office Building.

Discussion of Quarter Master Position

Police Chief Duncan provided background information regarding the Department's need to have additional police presence on the streets and its efforts to do that by converting positions which do not require a sworn officer to civilian positions. Chief Duncan presented a request to Council to convert by resolution, the Quartermaster position from a sworn officer to a civilian position and then outlined the administrative process to be followed in order to achieve that goal.

After discussion, Council reached consensus to advance the Quartermaster Resolution to the February 25, 2013 Legislative Session, with adjustments to the resolution reflective of today's discussion.

President Cohen acknowledged Mrs. Campbell's departure from the meeting during discussion and prior to determination of Council consensus and then instructed the Assistant City Clerk to call Mrs. Campbell's cell phone so she could continue to participate in the work session via speakerphone.

Business Disclosure Ordinance – Follow-up Discussion

President Cohen initiated discussion by providing background information regarding previous discussion of the ordinance, that the ordinance was intended to apply to those that have contracts, appeals, or other unique relationships with the City, so that all parties know which individuals are involved in order to avoid conflict of interest situations; the ordinance was not intended for those that apply for routine required licenses from the City in order to operate a business or to non-profits where board members do not have ownership in the organization. She referenced a memo from Mr. Pick and

a revised ordinance from Mr. Tilghman pursuant to previous discussion. Mr. Tilghman acknowledged that Exhibit A, a fillable form for business disclosure, was not attached to the ordinance as he had anticipated it would be.

Mrs. Campbell rejoined the meeting via speakerphone as discussion of the Business Disclosure Ordinance was concluding.

After discussion that included proposed changes to the ordinance, Council took no action nor was there consensus to advance the ordinance to legislative session at this time.

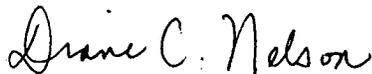
Council Rules Amendment (Travel Policy) – Follow-up Discussion

Council President Cohen summarized that the goal of the travel policy is to ensure that each Councilmember has access to his or her fair share of the travel budget, and travel expenses that would exceed that fair share should come before all Councilmembers for approval prior to the funds being expended.

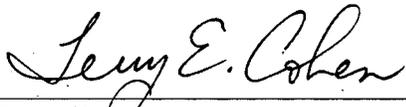
After brief discussion, President Cohen requested Councilmembers review the policy in conjunction with the employee handbook and to forward any suggestions to both the City Clerk and Assistant City Clerk for distribution to the rest of the Council so that the ordinance could continue forward and the amended travel policy could be put in place.

Due to time constraints Mrs. Mitchell needed to withdraw from the meeting, thereby leaving two Councilmembers present and one on speakerphone; the Critical Areas Ordinance will be rescheduled for another work session.

With no further discussion, the work session adjourned at 2:35 p.m.



Assistant City Clerk



Council President