

CITY OF SALISBURY
WORK SESSION
DECEMBER 17, 2018

Public Officials Present

Council President John R. “Jack” Heath
Council Vice-President Muir Boda
Councilwoman April Jackson

Mayor Jacob R. Day
Councilman James Ireton, Jr.
Councilman R. Hardy Rudasill (arr. 4:57 p.m.)

In Attendance

Deputy City Administrator Andy Kitzrow, Fire Chief John Tull, Deputy Fire Chiefs Darrin Scott and James Gladwell, Salisbury Fire Marshall Eric Cramer, City Clerk Kim Nichols, City Attorney Mark Tilghman, interested citizens and members of the press.

On December 17, 2018, Salisbury City Council convened in a Work Session at 4:30 p.m. in Council Chambers, Room 301 of the Government Office Building. The following is a synopsis of the topics discussed in Work Session.

Municipal Code Revisions

Fire Chief John Tull and Fire Marshall Eric Cramer joined Council at the table to discuss revisions to the Fire Prevention Code. Chief Tull said the City had been conducting fire prevention and fire marshall services for over a year, and as the current code was applied, Fire Marshall Cramer identified sections needing modification in the areas of permits and third party inspections. The requested changes included: Subsection 0.20 (5) – clarifying open burn; Subsection .020 (6) – adding specific list of permit requirements; Subsection 060 – Eliminating enforcement and assistance; and Subsection 0.60 – adding third party inspections.

Council reached unanimous consensus to advance the ordinance to legislative session.

Salisbury Fire Department Pay Plan Revision

Chief Tull reported that during the FY19 budget process the personnel committee, along with the Mayor and Fire Chief developed career ladder opportunities for the Fire Department in order to give years of service and advancement opportunities. Once it was implemented with the passing of the budget, they started moving forward implementing the pay grade increases and position titles, while at the same time applying for the SAFER positions. Through the process it was determined that more first line supervisors were needed to handle the additional shifts at Station 2. The request was to change some titles of the Pay Plan, and add an additional line, as follows:

- Replace Senior FF/EMT with Driver Operator/EMT
- Replace Senior FF/PM with Driver Operator.PM
- Replace Engineer with Sergeant/EMT

December 17, 2018 Work Session

Approved: January 28, 2019

1 | Page

- Create the additional line entitled “Sergeant/PM”

The changes come with no additional cost or monetary change in the FY19 Budget.

Council reached consensus to advance the proposed legislation to legislative agenda.

Approving 2019 Council Meeting Dates

City Clerk Kim Nichols discussed the proposed 2019 Council Meeting (2nd and 4th Mondays) and Work Session (1st and 3rd Mondays) dates. Mr. Boda asked whether the November 2019 reorganization meeting was accurate. City Clerk Nichols would check the Charter to clarify when the reorganization meeting was required and report to the next Work Session.

On December 19, 2018, Mrs. Nichols contacted President Heath with the following information from the Charter, and it was decided that the topic did not have to be returned for discussion, and the reorganization meeting would be set for November 18, 2019:

§ SC2-4. - Meetings. The newly elected Council shall meet on the second Monday evening following its election for the purpose of organization, after which the Council shall meet regularly at such times as may be prescribed by its rules but not less frequently than twice a month, except the Council may meet once during the months of June, July, August and December. Special meetings may be called in writing by the Mayor or by a majority of the members of the Council as often as necessary for the transaction of business.

Motion to Convene in Closed Session

At 4:46 p.m. President Heath called for a motion to convene in Closed Session to consult with staff, consultants, or other individuals about pending or potential litigation as permitted under the Annotated Code of Maryland §3-305(b)(8). Mr. Boda moved, Ms. Jackson seconded, and the vote was unanimous (5-0) to convene in Closed Session.


Motion to end Closed Session / Reconvene in Open Session / Report to Public

At 5:10 p.m., Mr. Boda moved to close the Closed Session, Mr. Ireton seconded, and the vote was unanimous (5-0). Council immediately convened in Open Session whereby President Heath reported that Council had discussed a pending lawsuit in Closed Session.

There being no further business to discuss, Council adjourned at 5:11 p.m.



City Clerk



Council President

December 17, 2018 Work Session

Approved: January 28, 2019

2 | Page