

CITY OF SALISBURY, MARYLAND

REGULAR MEETING

JULY 8, 2019

PUBLIC OFFICIALS PRESENT

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

*Mayor Jacob R. Day
Councilwoman Angela M. Blake*

PUBLIC OFFICIALS NOT PRESENT

Councilman James Ireton, Jr.

IN ATTENDANCE

City Administrator Julia Glanz, Deputy City Administrator Andy Kitzrow, Finance Director Keith Cordrey, Procurement Director Jennifer Miller, Housing and Community Development Director Everett Howard, Homelessness and Housing Manager Christine Chestnutt, Department of Infrastructure and Development Director Amanda Pollack, Business Development Director Laura Soper, Neighborhood Relations Manager Kevin Lindsay, Fire Chief John Tull, Fire Deputy Chief James Gladwell, City Clerk Kim Nichols, City Attorney Mark Tilghman, and interested citizens.

CITY INVOCATION – PLEDGE OF ALLEGIANCE

The City Council met in regular session at 6:00 p.m. in Council Chambers. Council President Heath called the meeting to order and invited Pastor John Kalfayan of Crossroads Church of God to the podium to deliver the City Invocation, followed by the Pledge of Allegiance to the flag of the United States of America.

PRESENTATIONS

- *“If I Were Mayor” local essay winner Dylan Rosas-Rivera from Pinehurst Elementary Mayor Jacob R. Day reported the annual contest, a project of the Maryland Municipal League (MML), was amongst 4th graders to write an essay of what they would aspire to if given the opportunity to be Mayor. Those who write essays compete at Regional and Statewide levels. Over the last few years, Salisbury did not have a Regional winner, but this year Dylan Rosas-Rivera won, and read his winning essay from the podium.*
- *Recognition of Citizens for saving a life Mayor Day and Deputy Fire Chief Darrin Scott invited Andrew Lunn, Steve Price, Josh Mechalske, and Greg Andrews to the podium and recognized the citizens for saving the life of the man who drove into the Wicomico River on June 18, 2019. They each received City of Salisbury Fire Department Citizens Awards for their heroic actions.*

ADOPTION OF LEGISLATIVE AGENDA

Ms. Jackson moved, Mr. Boda seconded and the vote was unanimous to approve the legislative agenda as presented.

CONSENT AGENDA – presented by City Clerk Kim Nichols

The Consent Agenda, consisting of the following items, was unanimously (4-0 vote) approved on a motion and seconded by Mr. Boda and Ms. Jackson, respectively:

- **April 16, 2019 Budget Work Session Minutes**
- **May 28, 2019 Council Meeting Minutes**
- **June 3, 2019 Work Session Minutes**
- **June 10, 2019 Council Meeting Minutes**
- **Resolution No. 2957** – approving the reappointment of Pam Patey to the Youth Development Advisory Committee for term ending July 2022
- **Resolution No. 2958**- approving the reappointment of Mike Dunn to the Youth Development Advisory Committee for term ending July 2022
- **Resolution No. 2959**- approving the reappointment of Amber Green to the Youth Development Advisory Committee for term ending July 2022
- **Resolution No. 2960** – approving the appointment of Leah Dyson to the Youth Development Advisory Committee for term ending for term ending July 2022
- **Resolution No. 2961** – approving the appointment of Teresa Thaxton to the Youth Development Advisory Committee for term ending July 2022
- **Resolution No. 2962** – approving the appointment of Marcel Jagne-Shaw to the Human Rights Advisory Committee for term ending July 2023
- **Resolution No. 2963** - approving the appointment of D'Shawn Doughty to the Human Rights Advisory Committee for term ending July 2023
- **Resolution No. 2964**- authorizing the Mayor to sign an amendment to the memorandum of understanding for the Wicomico County Public Entities Health Insurance Consortium changing the call rate to 5%, requiring all entities to have specific stop-loss reinsurance and changing the rate stabilization reserve proportionate share from 12% to 10%
- **Resolution No. 2965**- to accept the donation of improved real property, located at 621 Delaware Avenue, from Corey D. Jones, Sr. for rehabilitation and return to the City tax rolls

AWARD OF BIDS – presented by Procurement Director Jennifer Miller

The Award of Bids, consisting of the following item, was unanimously approved (4-0 vote) on a motion by Ms. Blake that was seconded by Ms. Jackson.

- Declaration of Surplus, 1141 S. Division Street \$0.00

ORDINANCES – presented by City Attorney Mark Tilghman

- **No. 2546**- 2nd reading- to amend the Salisbury Municipal Code by adding a new Section, Chapter 5.68 concerning Hotel Licensing and Inspection

Ms. Jackson moved and Mr. Boda seconded to approve Ordinance No. 2546 for second reading.

Mr. Tilghman said changes were made to the ordinance after the first reading due to the discussion held at the last meeting. The ordinance as previously written may have required someone to get a license for part of the year. He noted the application would have to be filed no later than November 30th of this year, and each year thereafter, and the license would then run beginning January 1st to December 31st of next year, and each year thereafter.

Mr. Tilghman then read the ordinance for second reading, with the incorporated changes.

Mr. Boda moved to amend the ordinance with the changes made and read by Mr. Tilghman. Ms. Blake seconded, and the amendment passed by unanimous vote in favor.

Ordinance No. 2546 for second reading, as amended, was approved by a 4-0 vote in favor.

- **Ordinance No. 2547**- 2nd reading- creating bicycle facilities on South Boulevard, Carroll Avenue, West Market Street, North Park Drive, South Park Drive, Northwood Drive, Middle Neck Drive and College Avenue in accordance with the Maryland Manual on Uniform Traffic Control Devices, Chapter 9, and as designated by the 2017 Salisbury Bicycle Network Plan

Ms. Jackson moved, Ms. Blake seconded, and the vote was unanimous to approve Ordinance No. 2547 for second reading.

- **Ordinance No. 2548**- 1st reading - approving a budget amendment of the grant fund to appropriate 2019 Community Legacy Funds awarded for the National Folk Festival– Amphitheater, Phase 2 Project

Mr. Boda moved, Ms. Jackson seconded, and the vote was unanimous to approve Ordinance No. 2548 for first reading.

- **Ordinance No. 2549**- 1st reading- approving a budget amendment of the grant fund to appropriate funds from a FY19 Women’s Fund Grant, from the Community Foundation of the Eastern Shore, Inc., to establish the Hi, Jean! Program in the City of Salisbury as part of Salisbury’s Housing First Homeless Program

Ms. Jackson moved, Ms. Blake seconded, and the vote was unanimous to approve Ordinance No. 2549 for first reading.

- **Ordinance No. 2550**- 1st reading- to abandon an area of land being an unnamed alley accessed from Lake St. and traversing City Parking Lot 30 to the western bank of the

Wicomico River and to abandon an area of land being the unimproved road bed of Small St. accessed from West Main St. and traversing a part of City Parking Lot 30

Mr. Boda moved, Ms. Jackson seconded, and the vote was unanimous to approve Ordinance No. 2550 for first reading.

- **Ordinance No. 2551**- 1st reading- granting an easement to Rotary Club of Salisbury Foundation, Inc across City owned property, Tax Map No. 107, Parcel 883

President Heath recused himself from the discussion and vote since he was a member of the Rotary Club and changed seats with Vice-President Boda, who presided over the vote.

Ms. Blake moved, Ms. Jackson seconded, and the vote was unanimous (3-0) to approve Ordinance No. 2551 for first reading.

At 6:41 p.m., after the vote, President Heath and Vice-President Boda took their own seats.

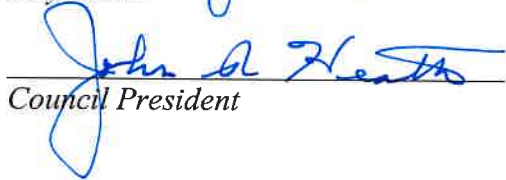
ADJOURNMENT

Ms. Jackson announced that Josh Copeland has made another step forward with Sunday's Best, and Salisbury should be proud. She asked that everyone continue to support Josh Copeland.

President Heath announced the ACES team was going to the Nationals again, and wished them luck.

With no further business to discuss, the meeting adjourned at 6:42 p.m.


City Clerk


Council President

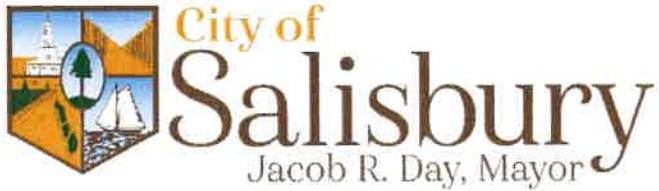


City of
Salisbury
Jacob R. Day, Mayor

COUNCIL AGENDA – Award of Bids

July 8, 2019

- | | |
|--|--------|
| 1. Declaration of Surplus
1141 S. Division Street | \$0.00 |
|--|--------|



To: Mayor and City Council
From: Jennifer Miller
Director of Procurement
Date: June 12, 2019
Subject: Declaration of Surplus
1141 S. Division Street, Parcel 0200

The City of Salisbury owns the following property, a location map and SDAT of which are attached:

- 1141 S. Division Street, Parcel 0200

On the corner of Olney and S. Division Streets, this 18,000 sq. ft property was retained by the City for the purposes of a street realignment project in conjunction with Salisbury University. However, due to a different configuration of the adjacent athletic fields, this project is no longer viable, and the City does not wish to develop this parcel for municipal purposes.

Pursuant to Chapter 2.36 of the Salisbury, Maryland, Code of Ordinances, City-owned real property must be deemed surplus by the Director of Procurement, who is then to make a recommendation to City Council as to the sale or disposition of such real property. If approved by Council, the Department of Procurement shall then be directed to invite proposals for development or prepare an advertisement for auction sale.

The Department of Procurement hereby requests Council's approval to declare this parcel surplus, and to allow the City to proceed with the disposition as noted.

Attachments: 2

Search Result for WICOMICO COUNTY

View Map	View GroundRent Redemption	View GroundRent Registration							
Tax Exempt: Exempt Class:	Special Tax Recapture: NONE								
Account Identifier:	District - 13 Account Number - 012199								
<i>Owner Information</i>									
Owner Name:	CITY OF SALISBURY	Use:	EXEMPT COMMERCIAL						
Mailing Address:	125 DIVISION ST SALISBURY MD 21801-5030	Principal Residence:	NO						
		Deed Reference:	/02824/ 00386						
<i>Location & Structure Information</i>									
Premises Address:	1141 S DIVISION ST SALISBURY 21801-0000	Legal Description:	L-18,000SQFT 1141 S DIVISION ST S OF SALISBURY						
Map:	Grid:	Parcel:	Sub District:	Subdivision:	Section:	Block:	Lot:	Assessment Year:	Plat No:
0048	0002	0200		0000				2019	Plat Ref:
Special Tax Areas:				Town:		NONE			
				Ad Valorem:					
				Tax Class:					
Primary Structure Built	Above Grade Living Area	Finished Basement Area	Property Land Area	County Use					
			18,000 SF						
Stories	Basement	Type	Exterior	Full/Half Bath	Garage	Last Major Renovation			
<i>Value Information</i>									
	Base Value	Value	Phase-in Assessments						
		As of	As of	As of					
		01/01/2019	07/01/2018	07/01/2019					
Land:	135,000	135,000							
Improvements	0	0							
Total:	135,000	135,000	135,000	135,000					
Preferential Land:	0			0					
<i>Transfer Information</i>									
Seller: FINNEY, MALINDA &		Date: 07/30/2007		Price: \$150,000					
Type: ARMS LENGTH IMPROVED		Deed1: /02824/ 00386		Deed2:					
Seller: STEERE, GILBERT J & DOROTHY M		Date: 07/30/2007		Price: \$0					
Type: NON-ARMS LENGTH OTHER		Deed1: /02824/ 00382		Deed2:					
Seller:		Date:		Price:					
Type:		Deed1:		Deed2:					
<i>Exemption Information</i>									
Partial Exempt Assessments:	Class	07/01/2018		07/01/2019					
County:	650	135,000.00		135,000.00					
State:	650	135,000.00		135,000.00					
Municipal:	650	0.00 0.00		0.00 0.00					
Tax Exempt: Exempt Class:	Special Tax Recapture: NONE								
<i>Homestead Application Information</i>									
Homestead Application Status: No Application									
<i>Homeowners' Tax Credit Application Information</i>									
Homeowners' Tax Credit Application Status: No Application					Date:				

1. This screen allows you to search the Real Property database and display property records.
2. Click [here](#) for a glossary of terms.
3. Deleted accounts can only be selected by Property Account Identifier.
4. The following pages are for information purpose only. The data is not to be used for legal reports or documents. While we have confidence in the accuracy of these records, the Department makes no warranties, expressed or implied, regarding the information.



Map:0115
Parcel3114
Hse#: 1200

Map:0048
Parcel0202
Hse#: 1137

Map:0048
Parcel0234
Hse#: 108

Map:0117
Parcel3273
Hse#: 109

Map:0117
Parcel3273
Hse#: 107

Map:0117
Parcel3273
Hse#: 105

Map:0117
Parcel3273
Hse#: 104

Map:0117
Parcel3273
Hse#: 103

Map:0117
Parcel3273
Hse#: 101

BATEMAN ST

S DIVISION ST

Map:0048
Parcel0200
Hse#: 1141

Map:0048
Parcel0553
Hse#: 109

Map:0117
Parcel3273
Hse#:

ONLEY RD

Map:0117
Parcel3150
Hse#: 1301

Map:0117
Parcel3152
Hse#: 1145

Map:0117
Parcel3152
Hse#: 1147

Map:0117
Parcel3154
Hse#: 1149

Map:0117
Parcel3155
Hse#: 1151

Map:0117
Parcel3157
Hse#: 1155

Map:0117
Parcel3156
Hse#: 1153

Map:0117
Parcel3191
Hse#: 102

Map:0117
Parcel3189
Hse#: 106

Map:0117
Parcel3187
Hse#: 110

Map:0117
Parcel3185
Hse#: 114

Map:0117
Parcel3190
Hse#: 104

Map:0117
Parcel3188
Hse#: 108

Map:0117
Parcel3186
Hse#: 112

Map:0117
Parcel3184
Hse#: 116

Map:
Parcel
Hse#:

Map:0117
Parcel3183
Hse#: 102

Map:0117
Parcel3182
Hse#: 104

Map:0117
Parcel3181
Hse#: 106

Map:0117
Parcel3192
Hse#: 113

Map:0117
Parcel3220
Hse#: 115

PERRY DR

Avery W Hall Insurance Agency, Inc.

WEATHER INSURANCE QUOTATION

THIS QUOTATION IS SUBJECT TO CHANGE AND FULL MARKET SUPPORT PRIOR TO BINDING COVERAGE

CARRIER: Avemco Insurance Company
NAMED INSURED: City of Salisbury
EVENT DATE(S): September 07, 2019
CITY, STATE: Salisbury, MD
QUOTE EXPIRATION DATE: August 31, 2019 11:59 pm

Peril Description: Rain - Incremental Accumulation at or above the described threshold

Rain insurance is based on a certain amount of rainfall over a certain number of hours. The more hours you insure the higher the rate so it's important to choose the most critical hours that will affect the success of the event. The earlier hours are usually more important than the later hours because that is when people will decide whether or not to attend.

There is no proof of loss required to pay a claim. Whatever dollar amount you insure, is the amount you get if the agreed rainfall threshold accumulates during the agreed hours. The event does NOT have to be cancelled.

Option #1

Peril:	Rain - Incremental Accumulation	
Event Date:	September 07, 2019	
Coverage Start Time:	11:00 am	
Coverage End Time:	11:00 pm	
<u>Threshold</u>	<u>Rate</u>	<u>Premium</u>
0.25 (1/4) Inches.	12.60%	\$9,450.00
0.33 (33/100) Inches.	9.53%	\$7,147.50
0.50 (1/2) Inches.	4.30%	\$3,225.00
0.75 (3/4) Inches.	2.48%	\$1,860.00
Sum Insured:		\$75,000.00

[To calculate the premium, multiply the sum insured by the selected rate.]

Option #2

Peril:	Rain - Incremental Accumulation	
Event Date:	September 07, 2019	
Coverage Start Time:	11:00 am	
Coverage End Time:	11:00 pm	
<u>Threshold</u>	<u>Rate</u>	<u>Premium</u>
0.50 (1/2) Inches.	4.30%	\$3,225.00
0.75 (3/4) Inches.	2.48%	\$1,860.00
1.00 (One) Inches.	1.23%	\$922.50
1.50 Inches.	1.00%	\$750.00
Sum Insured:		\$75,000.00

[To calculate the premium, multiply the sum insured by the selected rate.]

Subject to Minimum Premium of \$150.00

The following descriptions are offered as a guide since many variables such as terrain, drainage and intensity can alter the descriptions.

1/4 (.25) Inch of Rain - A light rain for 2-3 hours, moderate rain for 30-60 minutes or heavy rain for 15 minutes. Many puddles on ground that do not disappear easily.

1/2 (.50) Inch of Rain - Moderate rain for 1-2 hours or heavy rain for 30-45 minutes. Deep standing water for long periods of time (a light rain never reaches this amount).

3/4 (.75) Inch of Rain - Heavy rain for 2-4 hours. Deep standing water for long periods of time (a light or moderate rain never reaches this amount).

1.0 Inch of Rain - Heavy rain for several hours (2-5 hours). Deep standing water for long periods of time (a light or moderate rain never reaches this amount).

Claim Verification Options:

1) Closest National Weather Station - SALISBURY WICOMIC WBAN 93720 approximately 5 miles from event location. (No charge)

Please note that the same weather at the closest National Weather Station (NSW) may not occur at your event location. For example, you select the NWS as your claim verification location and 0.50" of rain as your desired threshold. On the day of your event, the NWS records 0.25" of rain and your event location records 0.50" of rain. In this case, a claim is NOT triggered since the recorded rainfall at the NWS (0.25") falls below the insured trigger amount (0.50"). Conversely, you select the NWS as your claim verification location and 0.25" of rain as your desired threshold. On the day of your event, the NWS records 0.50" of rain and your event location records 0.20" of rain. In this case, a claim IS triggered since the recorded rainfall at the NWS (0.50") exceeds the insured trigger amount (0.25").

2) Independent On-Site Weather Observer (IWO) is approximately \$100 per hour, plus travel expenses. This fee is the responsibility of the insured. The IWO is subject to Tokio Marine HCC - Specialty Group's approval, based on the following qualifications which can be found here.) In the event an on-site independent weather observer is not approved or the report is not available to us, then the available recording from the Government Weather Bureau nearest the Location of the Insured Event (as stated above) will be used for claim verification.

3) Athenium Analytics (\$50 per Insured Date) - Athenium Analytics uses industry-changing and proprietary, hyper-local climate data to more accurately verify weather conditions at the exact location of the event.

NEW - Smartphone App / IMPROVED - hands-on claim verification: Using innovative technology, you will have the ability to download a smartphone app to verify if there was a claim and view and download a detailed hourly report of the weather data. Based on this report, if validated, a claim check will automatically be sent within 72 hours of claim notification by Athenium Analytics.

HCC Insurance Holdings, Inc. has contracted with Athenium Analytics exclusively to provide hyper-local climate data in the sports, hospitality, entertainment and leisure space in order to more accurately and economically verify weather conditions at the exact location of the event. For more information regarding this partnership, please click here.

Athenium Analytics LLC is affiliated with the program administrator on this account, HCC Insurance Holdings, Inc. through a minority ownership interest in Athenium Analytics LLC by HCC Insurance Holdings, Inc.'s parent company.

In the event an on-site independent weather observer is not approved or the report is not available to us, then the available recording from the Government Weather Bureau nearest the Location of the Insured Event (as stated above) will be used for claim verification.



City of
Salisbury
Jacob R. Day, Mayor

COUNCIL AGENDA – Award of Bids

July 22, 2019

- | | |
|---|-------------|
| 1. Award of Bid | \$66,604.68 |
| ITB A-19-109 Police Vehicle Upfitting
(Multi-year award) | |



To: Mayor and City Council
From: Jennifer Miller
Director of Procurement
Date: July 22, 2019
Subject: Award of Bid – ITB A-19-109
Police Vehicle Upfitting

The Department of Procurement received a request from the Salisbury Police Department to solicit bids from suppliers to furnish and install some or all equipment into police vehicles. Installed equipment includes emergency lighting, a siren/speaker system, consoles and docking stations, mobile data equipment, prisoner transport cages and other necessities critical to the safe and fully outfitted operation of a police vehicle. This solicitation also included a Contract Extension clause. This provides the City with the option to renew all or portions of this contract with the same terms and conditions as the original contract for two, (1) one-year terms, contingent upon sufficient budget appropriations and mutual agreement between the City and the Vendor.

The Department of Procurement followed standard competitive bidding practices by advertising in the Daily Times, on the City of Salisbury's Procurement Portal, and posting on the State of Maryland's website, eMaryland Marketplace. A total of four (4) vendors submitted a bid by the due date and time of June 5, 2019 at 2:30 p.m.:

<u>Vendor</u>	<u>Complete Upfitting Cost for One (1) Vehicle</u>
Global Public Safety	\$21,751.51
Priority Install	\$22,681.32
FrontLine Mobile Tech	\$23,888.00
BlueTech, LLC	\$25,709.66

All vendors were deemed responsive and responsible, and the Department of Procurement hereby requests Council's approval to award Contract ITB A-19-109 to Global Public Safety. The award would include an alternate upfitting option, noted in the departmental memo, increasing the per vehicle cost to \$22,201.56. There are currently three (3) Ford Interceptor Police Utility Vehicles on order from FY19, all of which will require upfitting, thereby bringing the total initial award to \$66,604.68. Funds are available in the Salisbury Police Department Vehicles Account, 21021-577025. As additional vehicles are ordered in FY20 and in future years in which the contract will be renewed, purchase orders for upfitting will be issued as needed, based on available funding.

Department of Procurement
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www.salisbury.md