

CITY OF SALISBURY
WORK SESSION
OCTOBER 7, 2019

Public Officials Present

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

Mayor Jacob R. Day (arr. 4:39 p.m.)
Councilwoman Angela M. Blake

Public Officials Not Present

Councilman James Ireton, Jr.

In Attendance

City Administrator Julia Glanz, Eastern Shore Director Chesapeake Bay Foundation Alan Girard, Regional Watershed Services Manager/Healthy Waters Working Group Tom Leigh, Human Resources (HR) Director Jeanne Loyd, Permits and Inspections Manager Bill Holland, Department of Infrastructure & Development (DID) Director Amanda Pollack, City Clerk Kim Nichols, City Attorney Mark Tilghman, and interested citizens.

On October 7, 2019 Salisbury City Council convened in a Special Meeting at 4:30 p.m. followed by the regularly scheduled Work Session at 4:36 p.m. in Room 301, Council Chambers of the Government Office Building. The following is a synopsis of the topics discussed:

Healthy Water Briefing

Eastern Shore Director Chesapeake Bay Foundation Alan Girard, Regional Watershed Services Manager/Healthy Waters Working Group Tom Leigh joined Council to provide an update on the state of the Chesapeake Bay, some of the progress being made, and where things were headed.

Mr. Girard’s update included the following:

Low oxygen, dead zones were larger than normal this past year due to the nitrogen-phosphorus sediment that washed off the land with landfall into local rivers and streams. The good news was that over the long-term the low oxygen, dead zones diminished in size. Data over the past several decades confirm the zones had reduced in size due to citizen, businesses and governmental progress on clean water goals. Maryland just submitted its third phase of the Watershed Implementation Plan to strive for all policies and programs to be in place by 2025 to meet the water quality standards. Salisbury was investing significantly in the storm water sector, important because Maryland will now invest only about half of what they invested in the last eight years. In the Maryland agriculture sector there was a lot of reliance on annual practices such as cover crops and other practices requiring repeated yearly investment. Moving forward, it was imperative they were as efficient with resources such as streamside forested buffers. Trees and grasses planted along farm fields next to streams were cost effective and very efficient in terms of scavenging nutrients. We must invest locally in policies, programs and projects that address local impairments and the Chesapeake Bay cleanup effort.

Mr. Leigh's update included the following:

In 2015, all of the Eastern Shore counties and local jurisdictions were invited to discuss ways to achieve clean water goals. In two years, they identified 120 concepts, which were refined down to six core principles- one of which was to create a Circuit Rider, which is what Mr. Leigh was. The six members of the Healthy Waters Work Group included Queen Anne's County, Talbot County, Easton, Oxford, Cambridge and Salisbury. Mr. Leigh's local point of contact, DID Director Amanda Pollack, brought technical assistance and tested the regionalization of services and delivery approach. He began his term by searching through the existing studies (watershed resources, engineering plans, etc.) for jurisdictional commonalities to test the delivery of services model. The projects were submitted to the Dept. of Natural Resources as a trust fund to pay for State projects improving water quality, but the application was declined. The next day the Dept. of Natural Resources staff told Mr. Leigh the application was more than they could handle, and asked him to work with them to refine the application to focus on one project at a time, and submit it the next year. His proposal for the working group the first year was to do trees. There was also cash that was part of his grant program to help put projects in the ground or complete existing projects. They were also working with DID to finish some partial design engineering plans and to put out an RFP for a tree canopy study in Salisbury.

Mr. Girard invited Council, along with the other five jurisdictions to attend the Healthy Waters Briefing Boat Trip on October 25, 2019 from Oxford. The update was for Council information only.

Resolution to extend temporary acting capacity for Sanitation personnel

City Administrator Julia Glanz reported that there were personnel challenges at Field Ops due to employees being out on FLMA and Workers Comp leave. This was a request for an extension of the acting capacities and was the same extension approved before. They anticipated a staff change soon since someone was retiring in the department and hoped to be fully staffed at that time.

Council reached unanimous consensus to advance the resolution to legislative agenda. (3-0, as Ms. Jackson had exited the room at the time consensus was reached)

Ordinance to accept donated funds to purchase (3) K-9 vests

Ms. Glanz reported on the ordinance to accept the \$3,000 donation for K-9 bullet proof vests. The department would have its 5th dog soon and the City appreciated the donations for the vests. Mayor Day said he was contacted by two citizens recently asking to also contribute to the program.

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

Resolution to amend Employee Handbook

Changes to the Employee Handbook would be made in increments for Council to consider. HR Director Jeanne Loyd reported on the following changes to the disclaimer and Chapters 1 and 2:

1. The disclaimer language was cleaned up and the core values of the City of Salisbury added.

2. Chapter 1: struck old verbiage, inserted new; Human Rights Advisory Committee revised EEO Statement; updated language-Employment Understanding, Status, Probation Periods
3. Chapter 2: updated Job Assignments and removed the Travel Policy section due to it being a Finance policy rather than a Human Resources policy.

President Heath asked how employees would know about the changes. Ms. Loyd will provide a copy to the Departments and ask the Directors to review the changed sections with the employees.

Council reached unanimous consensus to advance the resolution to legislative agenda.

Ordinance to update the Maryland Building Performance Standards to the 2018 codes

Permits and Inspections Manager Bill Holland reported on the update to the City's current building code from the 2015 International Building Codes to the 2018 International Building Codes.

Mr. Holland reported the amendments were the same except he updated the 2007 Washington Suburban Sanitary Commission on Fats, Oils and Grease to the 2019 standards for Washington Suburban Sanitary Commission on Fats, Oils and Grease. This was a stricter code with more requirements on fats, oils and grease than what was in the International Code. The new code would require new businesses to install interceptors, and the code was grandfathered for existing businesses until several failures occur; then an upgrade would be required.

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

Ordinance to approve a budget amendment to appropriate funds for community centers

DID Director Amanda Pollack reported the Newton Street Community Center had a construction contract in the amount of \$355,169. Unforeseen conditions were discovered including fire damage on the second floor and no studs downstairs which required new framing before installing drywall.

They had a potential change order, but were first seeking a budget amendment. The project was funded with bond money, but there was none left in the pool due to ongoing projects. The request was for \$125,000 for Newton Street (includes furniture and fixtures) and \$25,000 to help purchase the Truitt Street Community Center from Surplus.

President Heath asked if the rest of the renovation was started, when would it end. Ms. Pollack indicated much would depend on the change order since part of what was included potentially were exterior things requested through the Historic District, including wooden windows. They were not allowed to use vinyl products on the building's exterior.

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

Salisbury Board of License Commissioners

Council Vice-President said the proposed legislation would allow the City to issue licenses to restaurants and businesses in the City that sell alcohol and allow the City to complete the next phase

in the reorganization to offer one less step when someone opened a business. The City of Annapolis has long had the same legislation in place, and was the model used in the recommendation.

City Attorney Mark Tilghman said the model was similar to Wicomico County's, and an alternative option would insert Annapolis' model. He said he had not received feedback as to preferences.

Mr. Boda said that in the County, there are three Commissioners appointed by the Governor, and Annapolis has five Commissioners appointed by the Mayor and Council. The County compensates the three Commissioners; the Commissioners are volunteers in Annapolis. Mayor Day strongly felt they should not be compensated, and preferred the Annapolis model. The Liquor Control Board and the Board of License Commissioners were two different things, and there was some consternation among the Wicomico County Liquor Control Board where they thought the City was trying to open City liquor stores, which was a County function. Mr. Boda preferred the Annapolis model, and President Heath said since it was working well, why reinvent the wheel. He would like to hold another Work Session to review the draft legislation after Mr. Tilghman has updated it.

Council reached unanimous consensus to place the draft legislation on another Work Session.

Public Comments

One member of the Public provided the following comments:

- Confused why the City wanted to open another "Liquor Control Board" over the County's. What was the difference? (President Heath said it helps the City create its own destiny, much the same as the reason the City did for Fire Inspections.)
- Will the County release the City from licensing procedures and will not issue licenses anymore? (President Heath answered that would be correct if the legislation was approved.)
- This sounded logical, but was concerned it was creating another bureaucracy and another cost on top of what the County might charge. (Mr. Boda said there would be no additional cost. Businesses would not pay the County for the license; they would pay the City.)
- Is the 15% different from what they are doing now when they buy liquor from a dispensary? (Mr. Boda said it was because the County is a distributor, and the City was not doing that.)

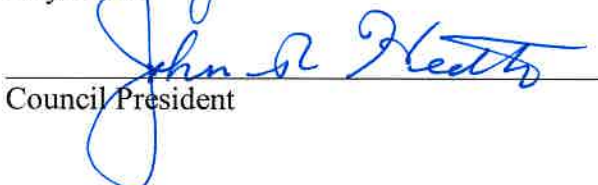
Adjournment

President Heath recognized the students in the audience from Ms. Glanz's Political Science class and thanked them for attending.

With no further business to discuss, the Work Session adjourned at 5:40 p.m.



City Clerk



Council President