

CITY OF SALISBURY
WORK SESSION
OCTOBER 21, 2019

Public Officials Present

Council President John “Jack” R. Heath
Council 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

Housing and Community Development Department (HCDD) Director Everett Howard, Housing and Community Development Department (HCDD) – Neighborhood Relations Manager Kevin Lindsay, Housing and Community Development Department (HCDD) – Youth Development Specialist Jermichael Mitchell, Fire Chief John W. Tull, Deputy Fire Chief Jimmy Gladwell, Department of Infrastructure and Development Director (DID) Amanda Pollack, Finance Director Keith Cordrey, Assistant City Clerk Diane Carter, City Attorney Mark Tilghman, and interested citizens.

On October 21, 2019 Salisbury City Council convened in Work Session at 4:30 p.m. in Council Chambers of the Government Office Building. The following is a synopsis of the topics discussed in the Work Session.

Ordinance – CFES Grant for Salisbury Youth Civics Council

HCDD Neighborhood Relations Manager Lindsay and HCDD Youth Development Specialist Mitchell joined Council to review and answer questions about the packet material provided to Council regarding their request for Council approval to accept a Community Needs Grant awarded by the Community Foundation of the Eastern Shore in the amount of \$3,512.00 for the City’s FY20 Budget to support the work of the Youth Civics Council (SYCC) for the 2019/2020 School Year.

Discussion included ways to increase membership and inclusiveness on the Youth Civics Council.

Thereafter, Council reached unanimous consensus (4-0) to advance the legislation to the October 28, 2019 Legislative Agenda.

Ordinance – Budget Amendment - Insurance Claim Check

Fire Chief Tull and Assistant Fire Chief Gladwell joined Council to review and answer questions about the packet material provided to Council regarding their request for Council approval to reimburse the FY20 Fire Department Vehicle Operating Account with insurance proceeds in the amount of \$4,827.79 received from Local Government Insurance Trust (LGIT) on September 9, 2019 for the repair of Ambulance A-2 which sustained damage while responding to a medical emergency on June 30, 2019. Reimbursing the Vehicle Operating Account which paid for the repairs to Ambulance A-2 will bring the account back in line with the approved FY20 Budget.

Discussion included LGIT's usual and customary practice for payment of these type of claims directly to the vendor versus sending the claim check to the City in this instance.

Thereafter, Council reached unanimous consensus (4-0) to advance the legislation to the October 28, 2019 Legislative Agenda.

Ordinance – Budget Amendment - Sale of Surplus Items

Fire Chief Tull and Assistant Fire Chief Gladwell joined Council to review and answer questions about the packet material provided to Council regarding their request for Council approval for a Budget Amendment to allocate proceeds in the amount of \$5,226.25 received from the auction sale of two Fire Department Vehicles to the FY20 Fire Department Operating Account for vehicle maintenance. Both vehicles — EMS 1 (1999 Ford Crown Victoria) and Car 1 (2005 Chevrolet Suburban) — were declared surplus, then sold through auction in compliance with City Code and Policy.

Council reached unanimous consensus (4-0) to advance the legislation to the October 28, 2019 Legislative Agenda.

Ordinance – Budget Amendment in the case of a tie Election

Assistant City Clerk Carter reviewed and answered questions about the packet material provided to Council regarding a request to Council for approval of a Budget Amendment appropriating funds from the FY20 General Fund to Elections to conduct a Special Election should the upcoming November 5, 2019 Election result in a tie in one or more districts for the Election of one Mayor and five Council Members. First reading of the Budget Amendment Ordinance on October 28, 2019 would allow sufficient time for second reading and approval of the ordinance by Council that would enable scheduling of a Special Election within the required time period — 45 to 60 days after the November 5, 2019 General Election. Should there be no tie election in any district for Mayor or either Council Member, the ordinance would not be presented for second reading.

Council reached unanimous consensus (4-0) to advance the legislation to the October 28, 2019 Legislative Agenda.

Salisbury Board of License Commissioners – Council discussion

City Attorney Tilghman acknowledged the revised documents provided to Council that were copied from the City of Annapolis and its handling of establishing a Board of License Commissioners with respect to alcohol licenses issued within its City. He said that State Law and the proposed ordinance for the Salisbury Municipal Code had both changed since Council's last discussion of the topic.

Council had previously expressed concern about the use of Alcohol Control Board Language which is what Annapolis did. Mr. Tilghman noted that State Law says *Board of License Commissioners*, but Council has the ability to set up sub-boards or boards subservient to Council itself; it would be entirely different than the Wicomico County Liquor Control Board. Discussion continued regarding a different name entirely for the City's Board so that people would not confuse it with the County Liquor Control Board; a new name suggested was *Salisbury Alcohol Board of License Commissioners*.

Mr. Tilghman said he would contact the City Attorney for Annapolis and suggested an Administration Official from Salisbury contact the Annapolis Board — both would inquire about any issues encountered with the legislation, any practical issues with the way the legislation is written, and/or things that Annapolis would not do again.

Discussion included administrative support for the Annapolis Board being provided by the City Clerk and whether Salisbury would adopt the same support; it was decided that *City Clerk* would be a placeholder for now until the best option could be determined for administrative support, taking into consideration that it would have to be support from a department used to being a “clerk” for a judicial operation since in the case of a license suspension, it would be heard by the City Board.

Final discussion included the County continuing to operate the Liquor Control Board, working with the Eastern Shore Delegation to have someone introduce the City’s Bill, and Council reaching unanimous consensus (4-0) for Mr. Tilghman to make the name change for the proposed City Board as discussed.

Council Comments

President Heath recognized students in attendance and entertained questions regarding the Grant for the Youth Civics Council and discussion of the proposed *Salisbury Alcohol Board of License Commissioners*, clarifying that the Wicomico County Liquor Control Board would retain responsibility for the dispensaries and the City would add another Board to the *one-stop-shop* in the Business Development Department for new businesses applying to do business in the City of Salisbury.

Motion to Convene in Closed Session

At 4:55 p.m., Mr. Boda moved, Ms. Jackson seconded, and the vote was unanimous (4-0) to convene in Closed Session.

Motion to End the Closed Session / Reconvene in Open Session

With nothing further to discuss in Closed Session, at 5:20 p.m. Ms. Blake moved, Mr. Boda seconded, and the vote was unanimous (4-0) to close the Closed Session.

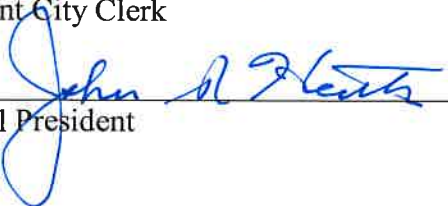
Statement to Public

Council immediately reconvened in Open Session where President Heath reported to the Public that while in Closed Session Council had discussed a legal matter regarding a potential lawsuit to be pursued by the City.

With nothing further to discuss, the Open Session adjourned at 5:23 p.m.



Assistant City Clerk



Council President